

Document Pack



Wendy Walters
Prif Weithredwr,
Chief Executive,
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County Hall, Carmarthen. SA31 1JP

TUESDAY, 17TH SEPTEMBER, 2019

TO: ALL MEMBERS OF THE EXECUTIVE BOARD

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **EXECUTIVE BOARD** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL, CARMARTHEN AT 10.00 A.M. ON MONDAY, 23RD SEPTEMBER, 2019** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Wendy Walters

CHIEF EXECUTIVE



PLEASE RECYCLE

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EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru
YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

EXECUTIVE BOARD

MEMBERSHIP - 10 MEMBERS

Councillor	Portfolio
Councillor Emlyn Dole	Leader Corporate Leadership and Strategy; Chair of Executive Board; Represents Council at WLGA; Economic Development Represents the Council on the Swansea Bay City Region; Collaboration; Marketing and Media; Appoints Executive Board Members; Determines EBM Portfolios; Liaises with Chief Executive; Public Service Board
Councillor Mair Stephens	Deputy Leader Council Business Manager; Human Resources; Performance Management; Wales Audit; Training; I.C.T.; T.I.C. (Transformation, Innovation and Change); Strategic Planning
Councillor Cefin Campbell	Communities and Rural Affairs Rural Affairs and Community Engagement; Community Safety; Police; Counter-Terrorism and Security Act 2015; Tackling Poverty; Wellbeing of Future Generations; Third Sector Liaison ;Equalities, Climate Change Strategy.
Councillor Glynog Davies	Education and Children Schools; Children's Services; Special Education Needs; Safeguarding; Respite Homes; Regional Integrated School; Improvement Service; Adult Community Learning; Youth Services; School Catering Services, Lead Member for Children and Young People; Youth Ambassador
Councillor Hazel Evans	Environment Refuse; Street Cleansing; Highways and Transport Services; Grounds Maintenance; Building Services; Caretaking; Building Cleaning; Emergency Planning; Flooding
Councillor Linda Evans	Housing Housing – Public; Housing – Private, Ageing Well
Councillor Peter Hughes Griffiths	Culture, Sport and Tourism Town and Community Councils Ambassador; Development of the Welsh Language; Theatres; Sports; Leisure Centres; Museums; Libraries; Country Parks; Tourism, Public Rights of Way.
Councillor Philip Hughes	Public Protection Trading Standards; Environmental Health. Environmental Enforcement; Planning enforcement; Unlicensed Waste; Parking Services; Bio diversity
Councillor David Jenkins	Resources Finance & Budget; Corporate Efficiencies; Property/Asset Management; Procurement; Housing Benefits; Revenues; Statutory Services (Coroners, Registrars, Electoral, Lord Lieutenancy); Armed Forces Champion Contact Centres and Customer Service Centres
Councillor Jane Tremlett	Social Care & Health Adult Social Services; Residential Care; Home Care; Learning Disabilities; Mental Health; NHS Liaison/Collaboration/ Integration; Care Home Catering Services, Carers' Champion; Dementia Care Champion; Disability Ambassador

AGENDA

1. APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF PERSONAL INTEREST.
3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 29TH JULY 2019. 5 - 10
4. QUESTIONS ON NOTICE BY MEMBERS.
5. PUBLIC QUESTIONS ON NOTICE:
 - 5.1 QUESTION BY MR NEIL LEWIS TO COUNCILLOR CEFIN CAMPBELL, EXECUTIVE BOARD MEMBER - COMMUNITIES AND RURAL AFFAIRS:-

“The ‘Carbon net-Zero’ Strategy for the Council is a step towards answering the Climate Emergency from a Local Authority perspective, we would like to understand the actions that form this strategy, including what steps are being taken to ensure that the Strategy is understood and implemented across internal council departments first; and then what wider steps are planned to communicate to council partners, local businesses and Carmarthenshire citizens. Communication, education and understanding are crucial to ensuring the strategy is implemented and successful.”
6. CARMARTHENSIRE COUNTY COUNCIL ANNUAL REPORT 2018/19. 11 - 100
7. ANNUAL REPORT OF THE STATUTORY DIRECTOR OF SOCIAL SERVICES ON THE PERFORMANCE OF SOCIAL CARE SERVICES IN CARMARTHENSIRE 2018/19. 101 - 156
8. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL Y DDWYLAN, YSGOL GRIFFITH JONES, YSGOL LLANGYNNWR AND YSGOL LLYS HYWEL. 157 - 280
9. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL RHYS PRITCHARD. 281 - 318
10. SOCIAL CARE & HEALTH SCRUTINY COMMITTEE TASK & FINISH GROUP DRAFT FINAL REPORT 2018/19 - A REVIEW OF THE IMPACT OF LONELINESS IN CARMARTHENSIRE. 319 - 358

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12. CHANGING PLACES FACILITY, LLANELLI.	365 - 372
13. MODEL DISCIPLINARY POLICY & PROCEDURE FOR SCHOOLS.	373 - 398
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15. WORK READY PROGRAMME 2019-21.	415 - 440
16. AMENDED SWANSEA BAY CITY DEAL JOINT COMMITTEE AGREEMENT.	441 - 546
17. COUNCIL'S REVENUE BUDGET MONITORING REPORT.	547 - 570
18. CAPITAL PROGRAMME UPDATE 2019-20.	571 - 578
19. TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2019 TO 30TH JUNE 2019.	579 - 596
20. ANNUAL MONITORING REPORT 2018/19 ADOPTED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN.	597 - 768
21. ANY OTHER ITEMS OF BUSINESS THAT BY REASONS OF SPECIAL CIRCUMSTANCES THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY PURSUANT TO SECTION 100B(4)(B) OF THE LOCAL GOVERNMENT ACT, 1972.	
22. EXCLUSION OF THE PUBLIC	
THE REPORT RELATING TO THE FOLLOWING ITEM IS NOT FOR PUBLICATION AS IT CONTAINS EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 14 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007. IF, FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST, THE BOARD RESOLVES PURSUANT TO THE ACT TO CONSIDER THIS ITEM IN PRIVATE, THE PUBLIC WILL BE EXCLUDED FROM THE MEETING DURING SUCH CONSIDERATION.	
23. CARMARTHENSHIRE BUSINESS FUND.	769 - 772

EXECUTIVE BOARD

Monday, 29 July 2019

PRESENT: Councillor E. Dole (Chair)

Councillors:

C.A. Campbell, G. Davies, H.A.L. Evans, L.D. Evans, P. Hughes-Griffiths, D.M. Jenkins, L.M. Stephens and J. Tremlett

Also in attendance:

Councillors: D. Cundy, J James, K. Madge, S. Matthews and H Shepardson

The following Officers were in attendance:

W. Walters, Chief Executive
C. Moore, Director of Corporate Services
J. Morgan, Director of Community Services
G. Morgans, Director of Education & Children's Services
R. Mullen, Director of Environment
P.R. Thomas, Assistant Chief Executive
L.R. Jones, Head of Administration and Law
D. Hockenull, Marketing and Media Manager
L. Jenkins, Democratic Services Officer

Chamber, County Hall, Carmarthen, SA31 1JP 10.10 - 11.30 am

1. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor P. Hughes.

2. DECLARATIONS OF PERSONAL INTEREST

Councillor	Minute Number	Nature of Interest
P. Hughes-Griffiths	20 – Proposed lease of Land at Monument Grazing Land, Picton Terrace Allotments and Wetlands, Carmarthen to Carmarthen Town Council.	He is a Councillor at Carmarthen Town Council.

3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 1ST JULY 2019

UNANIMOUSLY RESOLVED that the minutes of the meeting of the Executive Board held on the 1st July, 2019 be signed as a correct record.

4. QUESTIONS ON NOTICE BY MEMBERS

The Chair advised that no questions on notice had been submitted by Members.

5. PUBLIC QUESTIONS ON NOTICE

The Chair advised that no public questions on notice had been received.

6. BUILDING MORE COUNCIL HOMES - OUR AMBITION AND PLAN OF ACTION

The Executive Board considered a report which set out a plan to deliver over 900 new Council homes over the next 10 years. The report outlined when and where the new homes would be built, the resources available and the delivery models that will be used. It also outlined how the plan would support regeneration priorities across the County. The Board was advised that the plan would deliver the greatest increase in the number of Council homes since the 1970's and return stock levels to those last seen in the 1990's. The plan will be funded by a £53m investment from the HRA and external grant funding. The plan will greatly improve the health and wellbeing of Carmarthenshire's residents, improve the local economy and create employment and training opportunities for local people in the most deprived areas.

UNANIMOUSLY RESOLVED TO RECOMMEND THAT COUNCIL

- 6.1. to re-affirm the key delivery principles for the Council new build programme, aligning with our successful Affordable Homes Delivery Plan;
- 6.2. to agree the range of delivery models that will be used to build over 900 new Council homes, enabling us to offer a variety of housing options in different areas of the County;
- 6.3. to confirm that the new Council homes will be delivered using the affordable housing action areas developed as part of the Affordable Homes Delivery Plan;
- 6.4. to agree the priority phasing structure to be used to determine when the new build sites will be developed;
- 6.5. to confirm the criteria to be used to move developments from Phase B and Phase C into Phase A;
- 6.6. to agree the first three year delivery programme for building new Council homes in the county, investing over £53m and creating over 300 new Council homes.

7. DIGITAL TRANSFORMATION STRATEGY & DIGITAL TECHNOLOGY STRATEGY - ANNUAL REPORT 2019

The Executive Board considered the Digital Transformation Strategy & Digital Technology Strategy – Annual Report 2019.

It was UNANIMOUSLY RESOLVED that the Digital Transformation Strategy & Digital Technology Strategy – Annual Report 2019 be noted.

8. ANNUAL REPORT ON THE WELSH LANGUAGE 2018-19

The Executive Board considered the Annual Report on the Welsh Language and noted that it was a statutory requirement to report on how the Council implements the Welsh language Standards. An audit had been undertaken which indicated a marked increase in the increase in the number of Welsh speakers at levels three, four and five.

It was UNANIMOUSLY RESOLVED that the annual report in relation to the Welsh language and compliance with the Welsh language Standards during 2018-19 be received

9. STRATEGIC EQUALITY PLAN ANNUAL REPORT 2018-19

The Executive Board Member considered the Strategic Equality Plan Annual Report 2018-19 and noted that the Council has a statutory responsibility to produce this report, in accordance with the requirements of the Equality Act 2010. Significant improvements have been made in relation to disability, where partnerships have been built with local services. It was noted that the Authority is working closely with Stonewall Cymru to strengthen its monitoring in relevant areas.

UNANIMOUSLY RESOLVED that the Strategic Equality Plan Annual Report for 2018-19 be approved.

10. PREMATURE AND HOSPITALISED BABY - PAY AND LEAVE SCHEME

The Executive Board considered a report on a proposed Premature and Hospitalised Baby – Pay and Leave Scheme, which aimed to support employees during a very difficult and challenging time.

UNANIMOUSLY RESOLVED that the Premature and Hospitalised Baby – Pay and Leave Scheme be adopted.

11. LAND HELD IN TRUST BY CARMARTHENSHIRE COUNTY COUNCIL

The Executive Board considered a report outlining a proposal to delegate responsibility for land held in trust by the Authority to an Independent Panel. The plot of land was adjacent to Pembrey School and had been identified in the Modernising Education Programme as being suitable for development. However, there was a conflict of interest as the land in question was held in trust by the Authority and in order to resolve the situation, responsibility would be delegated to an Independent Panel.

UNANIMOUSLY RESOLVED

11.1 that the Executive Board, in its capacity as trustees, delegates its responsibilities by allowing officers to set up an Independent Panel to advise the Executive Board in relation to this and any other trust;

- 11.2 that Independent Panel members be paid the standard Independent Remuneration Panel for Wales's rates for co-opted members;
- 11.3 that the Executive Board, in delegating its powers, agrees for the Independent Panel to carry out its own investigations in relation to the trust that owns the land to which this report relates;
- 11.4 that the Independent Panel report to the Executive Board with its recommendations at the end of its investigations;
- 11.5 that, in the best and sole interest of the trust, the Executive Board resolves whether to accept or reject the recommendations in any such report received from the Independent Panel.

12. ANNUAL TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 2018-2019

The Executive Board considered the Annual Treasury Management and Prudential Indicator Report 2018/19, which had been produced in order to comply with the CIPFA Code of Practice on Treasury Management in the Public Sector.

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the Annual Treasury Management and Prudential Indicator Report 2018/19 be received.

13. COUNCIL'S REVENUE BUDGET MONITORING REPORT

The Executive Board considered the revenue budget monitoring report which provided the year-end financial position for the 2018/19 financial year.

The final outturn figures indicated an under-spend for the year at departmental level of £1.3m variance, with overspends in the Communities Department (£549k) and the Department for Education and Children (£747k).

The main adverse variances for the Department for Education and Children related to school based EVR and redundancy costs, Special Educational Needs provision, Education Other Than at School and the Music Service. Within the Communities Department the significant variances were within residential and domiciliary care and support for older people and people with physical disabilities.

It was noted that the Housing Revenue had a slight underspend of £43k.

UNANIMOUSLY RESOLVED that the budget monitoring report be received.

14. CAPITAL PROGRAMME 2018-19 UPDATE

The Executive Board considered a report providing an update on the final budgetary position for the 2018/19 capital programme as at the year end. The capital programme showed a variance of -£8.056m which would be re-profiled across future years of the programme.

UNANIMOUSLY RESOLVED that the capital programme update report be received.

15. REVENUE BUDGET OUTLOOK 2020/21 to 2022/23

The Executive Board considered a report detailing the current financial outlook and providing an update on the financial model covering the next three financial years. The report outlined proposals for taking forward the budget preparation for the three year period 2020/21 to 2022/23.

UNANIMOUSLY RESOLVED

- 15.1 that the initial budget outlook be received;
- 15.2 that the proposed approach to identifying the required savings be endorsed;
- 15.3 that the proposed approach to the budget consultation be endorsed.

16. STORM CALLUM SECTION 19 FLOOD REPORT

The Executive Board received a report evaluating the flooding as a result of Storm Callum. The report conformed to a statutory requirement for Carmarthenshire as a Lead Local Flood Authority.

The Executive Board Member for Environment thanked all the officers involved for their hard work in response to Storm Callum.

UNANIMOUSLY RESOLVED

- 16.1 to agree and endorse the 55 recommendations/actions set out in the report as a result of the investigations undertaken, as detailed in the S19 Actions document;
- 16.2 that the Leader approach NRW through the PSB with a request that they attend the Environmental and Public Protection Scrutiny Committee to update the Authority on their relevant recommendations within the report;
- 16.3 that the Leader write to Leslie Griffiths AM noting the Authority's disappointment at the response of NRW.

17. FLOOD RISK MANAGEMENT PLAN

The Executive Board considered the Flood Risk Management Plan.

UNANIMOUSLY RESOLVED that the plan be agreed and accepted as a working strategy document for flood management and prioritisation purposes relating to assets owned or under the control of Carmarthenshire County Council.

18. KERBSIDE RESIDUAL WASTE RESTRICTION

The Executive Board considered a report outlining measures required to meet the Welsh Government statutory recycling target of 64%. If the target is not met the Authority could face fines of £164,000 for every 1% below target. The Board was advised that every 1% fine would be the equivalent cost of 3.5 teachers or 6.6 domiciliary care workers. Further pilot and educational schemes were also in

place to help reach the target.

UNANIMOUSLY RESOLVED

18.1 to adopt and approve the Restricted Residual Policy

- **3 residual sack/black bag kerbside limit**
- **residual sack/black bag engagement and sorting at HWRCs**

18.2 to review the policy in 12 months.

19. LOCAL TOILETS STRATEGY

The Executive Board considered the Local Toilet Strategy and responses received to the Draft Local Toilets Strategy consultation. The report contained reference to changing places facilities which aimed to increase the provision for people with individual and/or multiple disabilities who need adapted toilet facilities and it was noted that work was being done at present to increase the number of such facilities available.

The Executive Board noted the request from the Environmental and Public Protection Scrutiny Committee, that a representative from the committee should attend the Toilet Strategy Study Group. However the Board advised that the Study Group should remain an officer led group. Updates from the group should be presented to the Environmental and Public Protection Scrutiny Committee as required.

UNANIMOUSLY RESOLVED that Carmarthenshire County Council's Local Toilets Strategy be endorsed.

20. PROPOSED LEASE OF LAND AT MONUMENT GRAZING LAND, PICTON TERRACE ALLOTMENTS AND WETLANDS, CARMARTHEN TO CARMARTHEN TOWN COUNCIL

[NOTE: Councillor P. Hughes-Griffiths had earlier declared an interest in this item.]

The Board considered a report detailing the proposed transfer of the management and maintenance of land as a recreational area following completion of the Wetlands/Y Morfa recreational scheme.

UNANIMOUSLY RESOLVED to grant a 99 year lease of the Monument Grazing Land, Picton Terrace Allotments and Wetlands, Carmarthen to Carmarthen Town Council at a peppercorn rent.

21. ANY OTHER ITEMS OF BUSINESS

The Chair advised that there were no items of urgent business to be considered.

CHAIR

DATE

EXECUTIVE SUMMARY
EXECUTIVE BOARD
23rd September 2019

CARMARTHENSHIRE COUNTY COUNCIL'S
ANNUAL REPORT FOR 2018/19

BRIEF SUMMARY OF PURPOSE OF REPORT

The report:-

1. Provides an overview of 2018/19 Performance
2. Provides two page progress reports for all 15 Well-being Objectives
3. Provides a link to track progress on every specific action and target set for each Well-being Objective
4. Appendices 2, 3 and 4 have been updated to include performance information that became available during the summer, for example:-
 - Success measures for our Well-being Objectives - as agreed in the Corporate Strategy
 - National Survey for Wales results
 - Public Accountability Measures
5. Appendices 6 and 7 have been added as feedback from the Future Generations Commissioner
6. The statutory publication deadline for this Annual Report is the 31st October.

DETAILED REPORT ATTACHED?

Yes

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Noelwyn Daniel Head of ICT & Corporate Policy

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities

To comply with the Well-being of Future Generations (WbFG) Act 2015, we must (in carrying out sustainable development) :-

<ul style="list-style-type: none"> Set and publish well-being objectives 	Corporate Strategy update published – June 2019.
<ul style="list-style-type: none"> Take all reasonable steps to meet those objectives 	
<ul style="list-style-type: none"> Publish a statement about well-being objectives 	
<ul style="list-style-type: none"> Publish an annual report of progress 	This will be accomplished by the enclosed Annual Report

Only when a public body can demonstrate it has taken into account the sustainable development principle in the setting, taking steps and meeting of its well-being objectives will it be compliant with the Act. Public bodies may take other matters into account when making their decisions, but in order to comply with the Act they **must** take into account the 5 ways of working.

1. Long term
2. Integrated
3. Involving
4. Collaborative
5. Preventative

In July 2019 the Future Generations Commissioner's Office gave us feedback on a self-assessment we had completed for them in December 2018. This July feedback was too late for us to address in this year's Annual Report but will be considered for future. Appendix 6 summarises the feedback received.

2. Legal

We have to publish our Annual Report by the 31st October to comply with the Local Government Measure 2009.

3 Finance

Well-being Objective 15 - Building a Better Council and Making Better use of Resources covers financial matters.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Noelwyn Daniel** Head of ICT & Corporate Policy

1. Local Member(s)- No

2. Community / Town Council -No

3. Relevant Partners -No

4. Staff Side Representatives and other Organisations- All Departments have been consulted and have had the opportunity to provide comments on their performance and progress.

Public Consultation

- As in previous years we consulted with the public on the set of Well-being Objectives as part of budget consultation.
- Analysis of the results showed agreement for the objectives.

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	Locations that the papers are available for public inspection
The Local Government Measure (Wales) 2009	Welsh Government\Final part 1 guidance
Statutory guidance on the Well-being of Future Generations (Wales) Act 2015. SPSF2:Individual Public Body Role	SPSF2:Individual Public Body Role
June 2019 - Corporate Strategy	https://www.carmarthenshire.gov.wales/media/1219049/corporate-strategy-revised-2019-20.pdf

Moving Forward in Carmarthenshire

ANNUAL REPORT 2018/2019

On the Council's New Corporate Strategy 2018-2023



October 2019



Welcome from the Leader of the Council

Once again it is time to publish our annual report so that we might examine how we have progressed against our wellbeing and improvement objectives.

We are of course attempting to deliver on those objectives in an increasingly challenging environment as we strive to improve against our set objectives. Our vision is set out quite clearly in that we aim to start well, live well and age well in a healthy and prosperous environment. It is a noble ambition according entirely with what Adlai Stevenson, that staunch democrat once famously said.

'It's not the years in your life that counts but the life in your years.'

That could well be a fitting mantra for our corporate strategy as we strive together to move Carmarthenshire forward. Can I once again thank the officers for the presentation style and the format of the Report. It has been widely praised in the past and rightly so, setting out clearly with illustrations and first hand stories the progress that we have made.

It will not have escaped your attention that we have achieved only 7 green lights against the 15 improvement objectives and have declined in 8. Set against an ongoing agenda of austerity regardless of the announcement by the former Prime Minister that it was over as well as an ever-reducing budget settlement from the Welsh Labour Government in Cardiff it is an excellent achievement.

Following the Treasury's autumn statement the release of further funding meant a huge 7% increase for the Health Service in Wales while we were left once again as the poor relative despite many assurances and warm words during the year. Once again the knock-on effect is obvious for all to see with 20 out of 35 National suite of measures in decline meaning less improvement than in previous years. Set against budget decline not only is this a remarkable achievement but a testament to the hard work and commitment of our innovative staff and once again I commend them for their commitment to the services we provide to the people of Carmarthenshire.

It was President Kennedy, another Democrat that challenged his generation to embrace change suggesting that change is the law of life and warning that if we only look to the past or present we put ourselves in danger of missing the future. There is no danger of that here in Carmarthenshire. We will continue to persevere to meet the challenges on improvement through efficiency and innovation and face the challenges with all the drive and ingenuity that informs all we do as an Authority.

Councillor Emlyn Dole **Leader of Carmarthenshire County Council**

We welcome constructive comments on our strategies and services. Feedback from customers and service users is essential in identifying opportunities for improvement and we hope that if you have any comments or suggestions that you believe would help that you will share them with us. Please contact us at:

Listening to You, Carmarthenshire County Council, County Hall,
Carmarthen SA31 1JP or email at ListeningToYou@carmarthenshire.gov.uk

Cllr Emlyn Dole
Leader



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Introduction

In June 2018, we published a New Corporate Strategy for 2018-23. This document is an Annual Report that examines our progress in the first year 2018/19 of the strategy.

It is produced by the Council because we believe we should provide comprehensive and balanced information to the public about our services, so that they can see how we are performing and the challenges we are facing. It is also a statutory duty under the Local Government Measure (Wales) 2009 and the Well-being of Future Generations Act 2015.

Working with Partners

As a Council we are not alone in working to improve the lives of Carmarthenshire's citizens. We are collaborating with other public bodies. We have set up a Public Sector Board and this partnership has published a [Carmarthenshire Well-being Plan](#). All the separate public bodies in the partnership published their own Well-being Objectives last year and we will be working to meet many common objectives.

Equality and Diversity

Strategic Equality Plans (SEPs) are important documents that set out how public bodies will consider the needs of groups with protected characteristics, as outlined in the Equality Act 2010. This is intended to ensure that all individuals receive just and equitable treatment in respect of service delivery and strategy/policy formulation. Carmarthenshire County Council's SEP includes three key themes which look at our role as an employer, a service provider and a community leader. Under those three themes are six strategic objectives. A detailed [Action Plan](#) has been prepared to demonstrate how we will meet those Objectives.

During the year, our work with external protected groups has continued to grow and our partnership with community groups has strengthened. The Carmarthenshire Disability Partnership, chaired by the Executive Board Disability Champion has continued to develop, with a key aim of making sure that services delivered by the Council meet the needs of disabled people throughout the county. During the year, we have also worked closely with other public sector organisations to present and discuss key consultations such as the Transforming Clinical Services Programme.

Welsh Language (also, please see *Well-being Objective 14*)

We are continuing to implement the Welsh Language Standards across the Council. A great deal of internal communication has been done across the organisation and key messages were conveyed to staff at various opportunities, including the internal staff roadshows. Meeting staff face to face and discussing any issues that arise in their daily work is key in the success of the Standards. The opportunity was also taken to promote the online audio clips, glossaries, videos and new templates as well as promoting the variety of courses available to learn or improve Welsh.

During the year, we have developed a positive working relationship with the National Centre for Learning Welsh and staff have been able to access various opportunities such as Intensive and Residential Courses. Our Learning and Development Advisor (Welsh language) leads on this work and close liaison is maintained with the Policy and Partnership team, Managers, Heads of Service and our learners. The officer has increased the opportunities available to staff by researching and delivering a variety of courses that meet the different needs of our staff.

The County Strategic Forum, which is led by the Council and includes representation from the county's language promotion organisations, as well as public bodies with language policy officers, has also continued its role in developing a programme of promoting the Welsh language in the county and has contributed extensively to the preparation of the Promotion Strategy for Carmarthenshire, in line with the Promotion Standard.




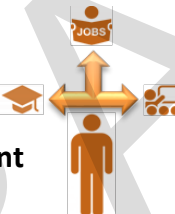




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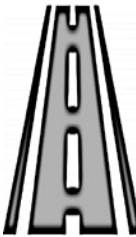


How we measure the success of our Well-being Objectives

See *Appendix 2* for comparative ranking of performance

The Council is working with local, regional and national partners to improve the following measures.

Key - **Better** result than previously / **Worse** result than previously

Start Well	<p>1. Help to give every child the best start in life and improve their early life experiences.</p> <p><i>More detail on page 14</i></p>	<p>10.4% of children in care who had to move 3 or more times</p> 	Worse
	 <p>26.6% of children are overweight or obese</p> <p><i>More detail on page 16</i></p>	<p>2. Help children live healthy lifestyles.</p>	Better
	<p>3. Continue to improve learner attainment for all.</p> <p><i>More detail on page 18</i></p>	 <p>363.1 is the average score (best 9 exam results) for Year 11 pupils</p>	Better
	<p>1.8% year 11 pupils are Not in Education, Employment or Training (NEET)</p> 	<p>4. Reduce the number of young adults that are Not in Education, Employment or Training.</p> <p><i>More detail on page 20</i></p>	Worse
	<p>5. Tackle poverty by doing all we can to prevent it, help people into work & improve the lives of those living in poverty.</p> <p><i>More detail on page 24</i></p>	<p>35.5% of households living in poverty</p> 	Worse
Live Well	<p>419 Jobs created</p> 	<p>6. Create more jobs and growth throughout the county.</p> <p><i>More detail on page 26</i></p>	Better
	<p>7. Increase the availability of rented and affordable homes.</p> <p><i>More detail on page 28</i></p>	<p>247 Additional Affordable Homes</p> 	Better
	<p>66% of Adults who say their general health is Good or Very Good</p> 	<p>8. Help people live healthy lives (tackling risky behaviour and obesity).</p> <p><i>More detail on page 30</i></p>	Worse
	<p>Page 20</p>		

Age Well	<p>9. Support good connections with friends, family and safer communities.</p> <p><i>More detail on page 34</i></p>	<p>51.6%</p> <p>Of adults felt they had a sense of community</p> 	Better
	 <p>47.5%</p> <p>Agree there's a good social care service available in their area</p>	<p>10. Support the growing numbers of older people to maintain dignity and independence in their later years.</p> <p><i>More detail on page 36</i></p>	Worse
	<p>11. A Council wide approach to support Ageing Well in Carmarthenshire.</p> <p><i>More detail on page 38</i></p>	<p>16.6% of people are lonely</p> 	Better
In A Healthy, Safe & Prosperous Environment	<p>Our recycle rate is</p> <p>58.94%</p> 	<p>12. Look after the environment now and for the future.</p> <p><i>More detail on page 42</i></p>	Worse
	<p>13. Improve the highway and transport infrastructure and connectivity.</p> <p><i>More detail on page 44</i></p>	<p>Roads that are in poor condition:</p>  <ul style="list-style-type: none"> 5.2% of our A Class 4.2% of our B Class 12.5% of our C Class 	Worse
	 <p>We have</p> <p>37.8% of people who can speak Welsh</p>	<p>14. Promote Welsh Language and Culture.</p> <p><i>More detail on page 46</i></p>	Worse
	<p>15. Building a Better Council and Making Better Use of Resources.</p> <p><i>More detail on page 50</i></p>	 <p>9.8 staff sick days per year</p>	Better

Outcome measures

One of the fundamental approaches advocated by the Well-being Future Generations Act is a shift in focus from gains in service output to a stronger link between the actions of public bodies and the outcomes that enhance the quality of life of citizens and communities both now and in the future. This encourages a focus on the difference that is made, as well as inputs and processes that an organisation has.

Other Assessment Information

Citizen Satisfaction



[National Survey for Wales](#)

The published results are based on over 12,000 interviews carried out across Wales between April 2018 and March 2019. Over 600 were interviewed in Carmarthenshire.

The 2018/19 [headline results](#) was published on 18th June, 2019 with additional information being published by Welsh Government as and when available.

We have extracted the results currently available at Local Authority level and ranked the results for all 22 authorities from worst position (22nd) to best (1st) - **See Appendix 3.**

Please note that not all of these results are attributable to the Councils performance.



[Link to Welsh Government's National Survey for Wales](#)

Public Accountability Measures

There is also a **National suite of measures** that all councils in Wales have to collect - *See Appendix 4*




There are two main ways of measuring improvement:-

- Year on year improvement
- How we compare with other Authorities in Wales

Year on Year Improvement for the National Suite of measures:-

This national suite is made up of 35 measures, year on year improvement can be measured for 33. During 2018/19, **36%** of our measures improved while **61%** have declined. It has been increasingly difficult to sustain improvement as measured by these Performance Indicators due to sustained budget reductions and increased demand and expectations.

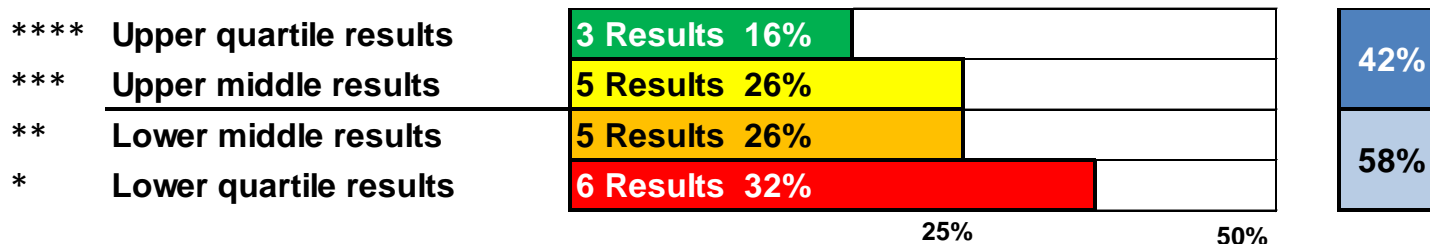
The table below shows year on year results:

Year	Improved 	Constant 	Declined 	Net Difference (Improved - Declined)
2018/19	36% (12 measures)	3% (1 measure)	61% (20 measures)	-25% ↓
2017/18	64% (16 measures)	0% (0 measures)	36% (9 measures)	28% ↓
2016/17	65% (17 measures)	4% (1 measure)	31% (8 measures)	34% ↑
2015/16	57.5% (23 measures)	17.5% (7 measures)	25% (10 measures)	32.5% ↑
2014/15	56% (24 measures)	14% (6 measures)	30% (13 measures)	26% ↓
2013/14	59% (26 measures)	11% (5 measures)	30% (13 measures)	29%

How we compare with other Authorities in Wales on the National Suite of Measures

An established way of comparing results is to look at the proportion of indicators that an authority has in the upper quarter of results, the lower quarter and above and below the median result.

Of the 35 measures in the suite, we currently have comparative data for 19 measures where **42%** (8 measures) are in the **upper two quartiles**, this is down on 56% for last year.





During the year the Wales Audit Office issued a number of reports on Council Services and these are listed in **Appendix 5**

A report on one of our Well-being Objectives found:-

'The Council has acted in accordance with the sustainable development principle in setting the 'step' and has effectively taken account of the five ways of working in the actions it is taking to deliver it'

Wales Audit Office – Feb. 2019

Well-being of Future Generations An examination of 'Start Well-Help children to live healthy lifestyles'

Annual Improvement Report for 2018-19

In August 2019 the Wales Audit Office issued an Annual Improvement Report for 2018-19. In summary it concluded that:-

'The Council is meeting its statutory requirements in relation to continuous improvement'

Certificate of Compliance for the Council's 2019-20 Improvement Plan

In July 2019 the Auditor general for Wales issued a Certificate of Compliance for the Council's 2019-20 Improvement Plan. This confirms that the Council has discharged its duties under the Local Government (Wales) Measure 2009.



During the last full academic year 2017-18, Estyn inspected *16 primary schools and one Pupil Referral Unit*. These schools were inspected under the new inspection framework. Most schools inspected received '**Good**' or '**Better**' in all 5 inspection areas. An encouraging number of our schools received judgements of '**Excellent**' against specific areas within the Framework and were invited to provide '*Good Practice Case Studies*' to support the work of other schools on a national basis. This is cause for much recognition and celebration and builds well on our previous year's performance. Indeed, our schools and services have continued to work hard through effective partnership to achieve such pleasing and encouraging outcomes.



[Inspection of Older Adults Report - August 2019](#) found that:-

"people can be increasingly confident that the local authority recognises that adults are the best people to judge their own wellbeing, identified that there is an active approach to enabling people to receive a service in the language of their choice." and
"Health and social care staff work collaboratively towards a shared vision of addressing the needs of people in the community, with a developing focus on prevention and promotion of independence."



Feedback

July 2019
See Appendix 6

Their judgements:-

'A positive approach and honest self-reflection'

Overall, you're making good progress and we welcome your work to consolidate your plans into one, as part of a more integrated approach.'

Life is for living, let's start, live and age well in a healthy, safe and prosperous environment



Well-being Objectives

1. Help to give every child the best start in life and improve their early life experiences.

2. Help children live healthy lifestyles.

3. Continue to improve learner attainment for all.

4. Reduce the number of young adults that are Not in Education, Employment or Training.

5. Tackle poverty by doing all we can to prevent it, helping people into work & improving the lives of those living in poverty.

6. Creating more jobs and growth throughout the county.

7. Increase the availability of rented and affordable homes.

8. Help people live healthy lives (tackling risky behaviour & obesity).

9. Supporting good connections with friends, family and safer communities.

10. Support the growing numbers of older people to maintain dignity & independence in their later years.

11. A Council wide approach to supporting Ageing Well in Carmarthenshire.

12. Looking after the environment now and for the future.

13. Improving the highway and transport infrastructure and connectivity.

14. Promoting Welsh language and culture.

15. Building a Better Council and Making Better Use of Resources

Start Well



Start Well

The way we work – taking the needs of future generations into account to improve the economic, social and environmental well-being of Wales

Keeping Young People in Education, Employment or Training (EEP)

I'd like to express my huge gratitude to Bev and Hugh and Kola and all at Cynnydd.

When my son F first came into contact with the Cynnydd Project back in October 2017, he was 15 and having such a hard time. Struggling and very unhappy in the school environment, he was constantly getting into trouble. Even though there are some really excellent teachers at school he wasn't communicating with any of them. He even walked out several times and walked home the whole 8 miles! It was a very stressful time for me too, seeing my son so unhappy. Not only was he having a hard time at school but he wasn't engaged in any out of school activities as he used to be as a younger boy.

The school then referred him to Cynnydd Project. Bev came in and talked to F individually and us both together and immediately I felt like we were in good hands.

He started the Streets Youth Club and also had 1:1 sessions with Hugh focusing on the music technology OCN courses. He is interested in computers so he's also been involved in integrated and collaborative work placements at the IT Support Dept at Trinity St David's University, ResQ IT and the IT department of Carmarthenshire County Council. He also worked in a hotel kitchen (he learned he doesn't want to be a chef! - a valuable experience as that was one of his interests).

His work with Hugh in music technology really engaged him. He is now investing every penny he has into equipment and has enrolled in Music Technology at Coleg Sir Gar for next September. So he will be in learning again and in a subject he is showing great passion for and a long term commitment. Thanks to Hugh for igniting that passion!

E-mail sent by a young persons' mother to the Cynnydd team





Well-being Objective 1

Start Well - Help to give every child the best start in life and improve their early life experiences

The number of children Looked After has continued to reduce

We have one of the lowest number of Looked After Children in Wales. Preventative teams such as Family Support service and Edge of Care Team have been re-designed to focus on working intensively with families and children to try and avoid the need for statutory intervention whenever possible. Systemic practice incorporating Signs of Safety model is embedding in our child care teams. The revised Families First programme, comprising 13 projects, has been delivering a range of activities in partnership with other agencies with an aim of preventing, and mitigating the effects of Adverse Childhood Experiences (ACEs). Full roll-out of the 30 hours of free childcare offer commenced in January 2019.

Why it is important

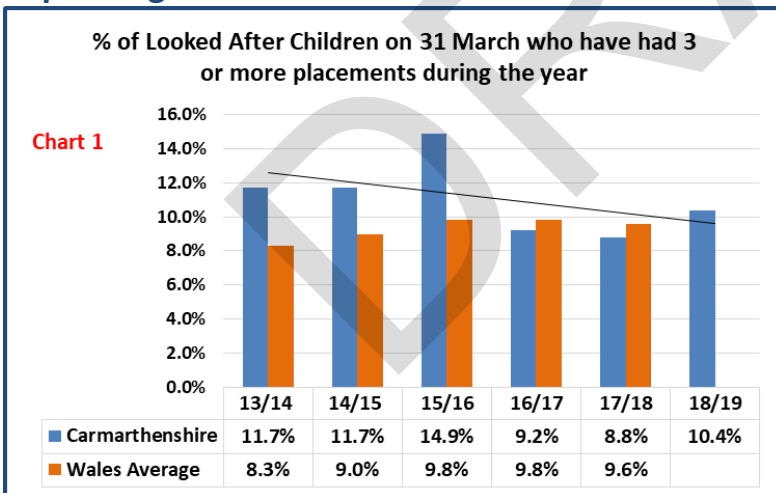
- Because giving every child the best start in life is crucial to reducing inequalities across the life course
- Early intervention is key to long term health and well-being. What happens during these early years has lifelong effects on many aspects of health and well-being – from obesity, heart disease and mental health, to educational achievement and economic status
- Because Looked After Children (LAC) are more likely to have been exposed to multiple risks associated with poor long term outcomes before entering care

Success Measure

10.4% of children in care who had to move 3 or more times

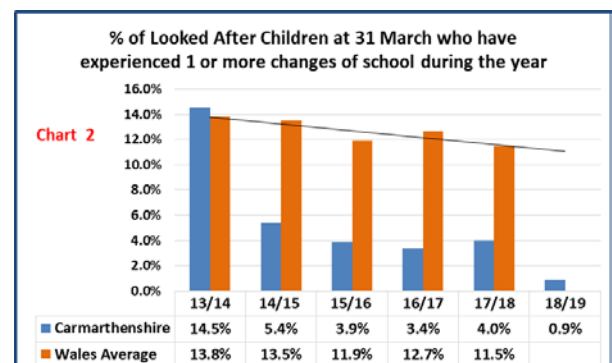


Explaining the Results



We have seen a slight dip in performance this year with 19 children having moved 3 or more times compared to 17 during 2017/18. However, it shows an overall improvement of 4.5% since 15/16. (See Chart 1)

School stability is also an important factor in improving outcomes, and it is important to note that Looked After children in Carmarthenshire experience significantly fewer school moves than anywhere else in Wales – 0.9% during 2018/19 (better than Wales average 11.5% 2017/18) (See Chart 2)



In the **long-term** our focus is on prevention and maintaining children at home with families and out of the care system wherever possible, as well as providing extra resources for foster carers to support the children in their care to avoid the need to move wherever possible.

Progress Made

- ⊙ **30 hours free childcare offer** will be a significant savings for many Carmarthenshire families. To date **557** applications received from Carmarthenshire parents/carers, **180** Carmarthenshire Childcare providers have signed contracts, and **£172,640.25** in payments has been administered to local childcare providers since implementation.
- ⊙ We are continuing to implement the **Team Around the Family (TAF)** approach across the county for 0-25 year olds. The Eligibility document regarding thresholds and access to TAF services has been completed. The new JAFF, and the new TAF-in-Schools project have also commenced implementation since April 2019.
- ⊙ **9291 individuals** received support from **Families First (FF)** projects during 2018-19. From April 2019 FF programme will be included with 6 other funding streams under the Children & Communities Grant (CCG).
- ⊙ **Flying Start** service is being fully delivered across 18 areas, covering 768 postcodes within Carmarthenshire. FS Health Visitors are delivering the healthy child Wales Programme (HCWP) through a multi-disciplinary approach.
- ⊙ **Attachment awareness** training has been provided to all 73 schools that have looked after children, and is being embedded as part of the core training within the 'behaviour transformation programme' in schools.
- ⊙ An active consultation group for care experienced children called ECHOES, run jointly with Voices from Care and Children's Services have developed the 2019 Corporate Parenting Strategy.

CELEBRATING SUCCESS: LOOKED AFTER CHILDREN AND CARE LEAVERS FESTIVAL OF CELEBRATION

In the company of council officers, a number of children and young people received an award for their academic success, artwork, sporting and volunteering contributions. A young person compered the event very effectively and a special talk was given.



Executive Board Member
For Education & Children
Cllr Glynog Davies



View our [detailed progress here](#) against this objective



Well-being Objective 2

Start Well - Help children live healthy lifestyles

Obesity in children in Carmarthenshire is reducing

The obesity rate in Carmarthenshire is at its lowest point for four years. This remains a long term invest to save objective ensuring the long term health of children.

Why it is important

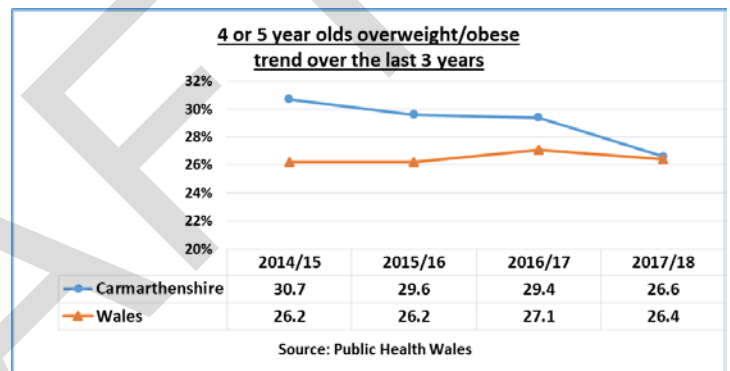
- The [Play Sufficiency Assessment](#) identified playing outside as the most popular setting for children but also found that 32% of parents worried about their child’s safety.
- Assessment engagement activity with primary school children showed being physically active to be the second most important factor for the positive well-being of children.
- Living healthy lives allows children to fulfil their potential and meet education aspirations.
- Habits established early in life remain with people to allow them to play a full part in the economy and society of Carmarthenshire.

Success Measure

26.6% of children are overweight or obese



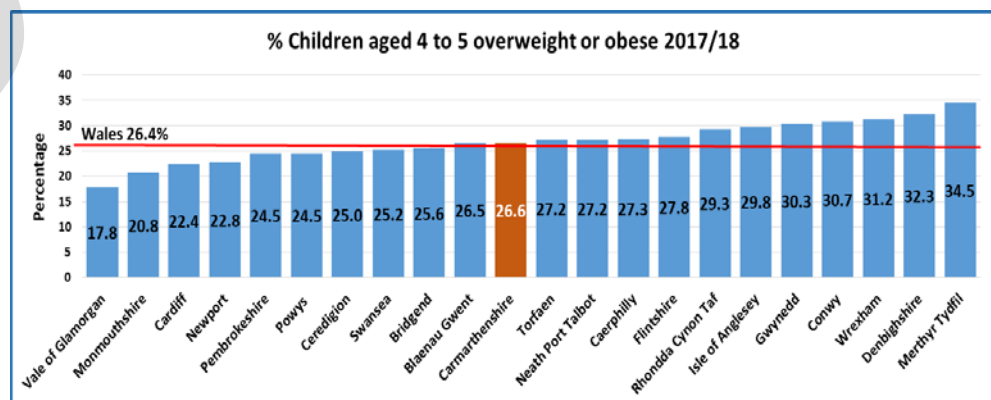
(An improvement on the previous year)



Explaining the Results

[Public Health Wales](#) (PHW) NHS Trust published its data on the 2017/18 Child Measurement Programme (CMP) for Wales which contains findings of the programme of child measurements carried out with children attending reception class in schools in Wales. 93.2% of eligible children participated in the programme in Carmarthenshire with 94.1% in Wales.

- There has been a downward trend in the **% of overweight or obese** children aged 4 to 5 in Carmarthenshire over the last 4 years. From **30.7%** in 2014/15 to **26.6%** in 2017/18 and moved from 3rd highest to 11th highest in Wales. The gap between us and the Welsh average has closed and currently just above the figure of 26.6%.



- The proportion of children who are **obese** has reduced slightly from 14% in 2016/17 to **13%** in 2017/18.
- Obesity in childhood often persists into adult life, leading to related health problems like type 2 diabetes, liver disease, higher rates of heart disease, and some cancers.

Progress Made

- ⦿ The **Healthy Schools Scheme** is now in its 15th year with 100% of schools now on board with the scheme. During this academic year a total of 9 schools were successful in completing another phase of the scheme and were presented with their awards at the Annual Healthy Schools Award Ceremony. 109 schools have achieved phase 1; 106 schools have achieved phase 2; 101 schools have achieved phase 3; 72 schools have achieved phase 4; 37 schools have achieved phase 5; 2 school, Parc y Tywyn and Nantgaredig, has achieve Phase 6; 2 schools, Nantgaredig and Peniel, have achieved the National Quality Award.
- ⦿ Training delivered to pupils includes; 70 Year 12 pupils attended the 2 day Sexual Health and Relationships Educator training course which is delivered annually by the Healthy Schools team in partnership with the Local Senior Sexual Health Nurse; 145 Year 5 and Year 6 pupils were trained as Playground buddies during this academic year by the Healthy Schools Team. As a result 2 schools within the Authority were commended by ESTYN in their inspection reports for implementing the scheme due to its positive impact on the well-being of its pupils. The Playground Buddy Scheme continues to work very well in schools by reducing levels of loneliness, low level conflict and increased levels of feeling safe amongst pupils.
- ⦿ 104 delegates attended a Well-being Conference delivered by the Healthy Schools Team in order to raise awareness on the importance of **Mental & Emotional Health** of both pupils and staff and its impact on performance.
- ⦿ Actif Sport & Leisure view the Sports Ambassador programme as key way of developing **physical activity** opportunities in schools and the community investing time to encourage young people to be 'Hooked on Sport for Life'. Offering the full ambassador pathway from bronze to platinum, Actif Sport & Leisure increased the number of participants from 75000 in 2016/17 to 107615, with 2000 active hours increasing to 3045 active hours in 2017/18. 95 Primary schools out of 98 and all 12 secondary schools are currently delivering the ambassador programme and each year the success of the programme is celebrated with all volunteers

Carmarthenshire's Outdoor School Scheme



Executive Board Member
For Education & Children
Cllr Glynog Davies



View our [detailed progress here](#)
against this objective



Well-being Objective 3

Start Well - Continue to improve learner attainment for all

Examination outcomes continue to Improve

Carmarthenshire's performance at GCSE continued to improve with 58.2% of our learners achieving the Level 2 Inclusive indicator (at least 5 number GCSE passes at grade A* to C including mathematics and language). This result places us comfortably above the Wales average of 55.1%.

At a national level, this year's GCSE results have hit the headlines with the impact of issues such as revised examination specifications triggering levels of variance in outcomes across Wales. We have to be cautious when considering any comparisons with the performance trends from previous years' data. Within Carmarthenshire, we continue to emphasise and focus on the progress our learners achieve from their individual starting point and firmly believe that this is the true measure of success and celebration.

Why it is important

- We all want all of our children and young people to have the best possible start in life by supporting them to gain the skills and knowledge they need to lead happy, healthy, fulfilling lives.
- We want to improve outcomes for all ages through lifelong learning, to enable them to thrive in 21st Century living and the world of work.
- Research by *The Institute of Education* suggests that attending a good pre-school and primary school can have more impact on children's academic progress than their gender or family background (Taggart, 2015)
- Our service remains committed to both the principles and priorities as outlined in the Welsh Government's most recent strategic document '[Education in Wales: Our National Mission.](#)'

Success Measures



363.1 is the average score (best 9 exam results) for Year 11 pupils



6th highest in Wales
Source: StatsWales



93.9% Attendance at Primary Schools



93.8% Attendance at Secondary Schools

Both results have declined from previous year (Primary 94.4% & Secondary 94.3%)
Source: StatsWales



84% are satisfied with their child's primary school



(Down on the previous year of 90%)
90% in Wales

Source: National Survey for Wales

Explaining the Results

- The average score based on the **best 9 exam results** for Year 11 pupils during 2018/19 (2017/18 Academic Year) is 363.1 where girls had an average score of 375.2 and boys 352.5. This is an improvement on the previous year and well above the Welsh average of 349.5.
- **School attendance** in both Primary and Secondary schools in Carmarthenshire *declined* during 2018/19 (2017/18 Academic Year). Primary school attendance reduced from 94.4% to 93.9% and from 21st to 22nd position and worst in Wales. Secondary school attendance reduced from 94.3% to 93.8% and from 9th position to 11th position. There will be robust consultation with Governors, Headteachers, Educational Welfare Service and related professionals to develop an action plan to improve school attendance moving forward.
- According to the 2018/19 [National Survey for Wales](#), 84% of participants were satisfied with their child's primary school in Carmarthenshire, this has reduced from the previous year of 90% and below the Welsh average. This could be volatile dependant on the households questioned during the year.

Progress Made

- ⦿ An impressive 72.1% of our Carmarthenshire GCSE entries were graded A* to C, remaining well above the Wales average of 61.6%. In addition, performance at the highest end of awarded grades witnessed an encouraging 18.1% of our pupils achieving grades A* to A compared to 18.5% across Wales.
- ⦿ Further success has also been gained by our pupils within the National Welsh Bacallaureate with 62.9% of pupils achieving this award, compared with 57.6% achieving nationally.
- ⦿ At Key Stage 5, the commitment and dedication shown by our students and their schools resulted in nearly 78% of students achieving A*-C grades (an increase of 1.8% in comparison to results in 2017) which witnessed Carmarthenshire remaining comfortably above the Welsh national average of 73.8%. Almost a quarter of the grades awarded (24.8%) were at the A*- A level. Improved outcomes were also reflected in the AS Level grades with 91.8% of entries being awarded an A - E grade. An increasingly effective range of learning opportunities on offer to our AS students has ensured a 4.6% increase in the A - E pass rate over the last three years.
- ⦿ During the academic year 2017-18, Estyn inspected 16 primary schools and one Pupil Referral Unit. These schools were inspected under the new inspection framework. Most schools inspected received 'Good' or better in all 5 inspection areas. An encouraging number of our schools received judgements of 'Excellent' against specific areas within the Framework and were invited to provide 'Good Practice Case Studies' to support the work of other schools. This is cause for much recognition and celebration and builds well on our previous year's performance. Indeed, our schools and services have continued to work hard through effective partnership to achieve such pleasing and encouraging outcomes.
- ⦿ The Modernising Education Programme continued apace benefitting thousands of our learners with the completion of major projects, valued at over £20 million, at Ysgol St. John Lloyd, Ysgol Parc y Tywyn, Ysgol Pontyberem and the completion of the phase 1 at Ysgol Llangadog.

OFFICIAL OPENING OF YSGOL GYMRAEG PARC Y TYWYN

To commemorate the occasion local bard and national Chair winner Rev. Meirion Evans wrote an *englyn* (a traditional Welsh short poem form)



*This is our garden, this is our old language's oasis
between the barren dunes;
and after sowing from this grows
the green shoots of our scholars.*



Executive Board Member
For Education & Children
Cllr Glynog Davies



View our [detailed progress here](#)
against this objective



Well-being Objective 4

Start Well - Reduce the number of young people that are Not in Education, Employment or Training (NEET)

The number of NEET has risen for the first time in 3 years

The number of Year 11 NEET young people in Carmarthenshire has risen slightly for the first time in three years. The figure of 1.8% however remains below that of 2016/17. Disappointingly we have also seen an increase in Year 13 NEET young people. We will continue to work to ensure that all our young people will remain in Education, Employment and Work Based Training

Why it is important

- Reducing the number of NEET young people reduces the effects of poverty and the wider cost to society of support services, reliance on benefits and offending.
- It is essential to maximise the life opportunities of children, ensuring that as many young people as possible are able to progress to school 6th forms, Further Education Colleges, apprenticeships, training provision or work.
- It enables young people to contribute positively to their local communities.

Success Measures



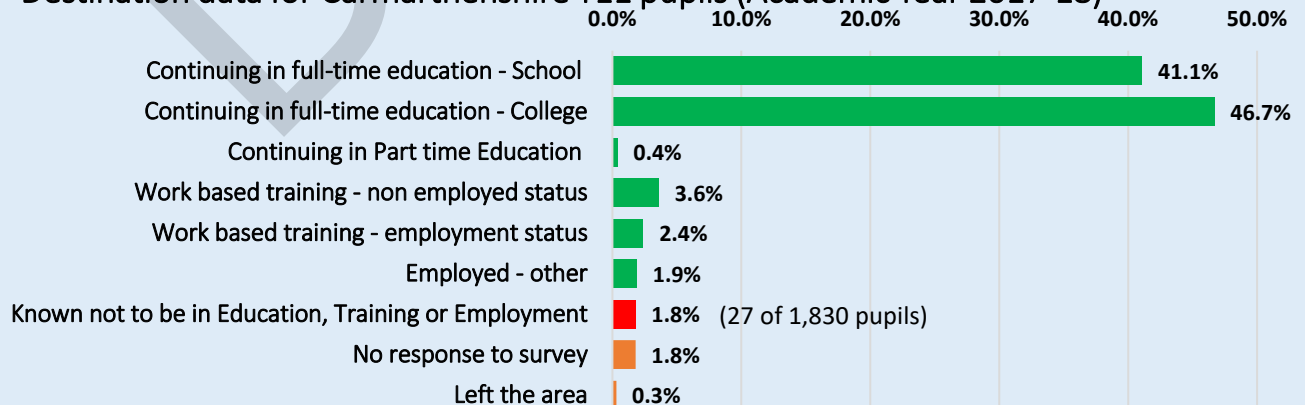
1.8% year 11 pupils &
4.9% year 13 pupils
 are Not in Education, Employment or Training (NEET)
 (Previous year - Yr 11: **1.4%** & Yr 13: **3.0%**)



Explaining the Results

- 1.8%, or 32 of **Year 11** pupils becoming NEET equated to 96.1%, or 1,743 pupils remaining in Education, Employment or Training. A small number of pupils (38), either did not respond to contact or were known to have left Carmarthenshire. The result ranked 14th in Wales and above the Welsh average of 1.6%.

Destination data for Carmarthenshire Y11 pupils (Academic Year 2017-18)



- 4.9%, or 33 out of 673, **Year 13** pupils were known to become NEET, with 41 pupils either not responding to contact or being known to have left the area. Factors previously affecting the result include the rising cost of higher education, young people's awareness of training and employment opportunities and limited identification of this group of young people by schools following the A Level results. We will seek qualitative data to improve on this situation.

Progress Made

- ⦿ We have continued to deliver the local elements of the Cam Nesa and Cynnydd European Social Fund (ESF) projects, providing support services for young people at risk of becoming NEET. Funding for Cynnydd has been confirmed until 2022 while we await an announcement about continuing Cam Nesa funding. In seeking alternatives beyond ESF Funding we have used the Alternative Learning Company to deliver provision for 33 Key Stage 4 learners. This initiative is now being evaluated.
- ⦿ We are working in collaboration with the Regeneration department and Secondary Head Teachers to align learning pathways with the City Deal. The soon to be launched local curriculum will help to embed these pathways.
- ⦿ We have continued to discuss opportunities for apprenticeships within the county with Coleg Sir Gar including a heightened vocational offer for young people in the Llanelli area.
- ⦿ We have increased participation with young people, such as involving them in recruitment off staff and gathering their views and opinions to influence business planning and setting of priorities within our Youth Support Service, in order to effectively engage with those children and young people who are NEET. As a Council we employed 15 Apprentices 2017-19 and 18 Graduates.
- ⦿ Carmarthenshire's delivery of the Welsh Government Youth Engagement and Progression Framework includes identification of young people most at risk of disengagement, brokerage and co-ordination of support, tracking and transition of young people through the education system, provision to meet identified needs and developing the employability skills and opportunities for employment. This work is delivered primarily by the County Council's Youth Support Service, together with schools, Coleg Sir Gar, training providers, voluntary organisations and Careers Wales.



Executive Board Member
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View our [detailed progress report](#)
against this objective

Live Well



Live Well

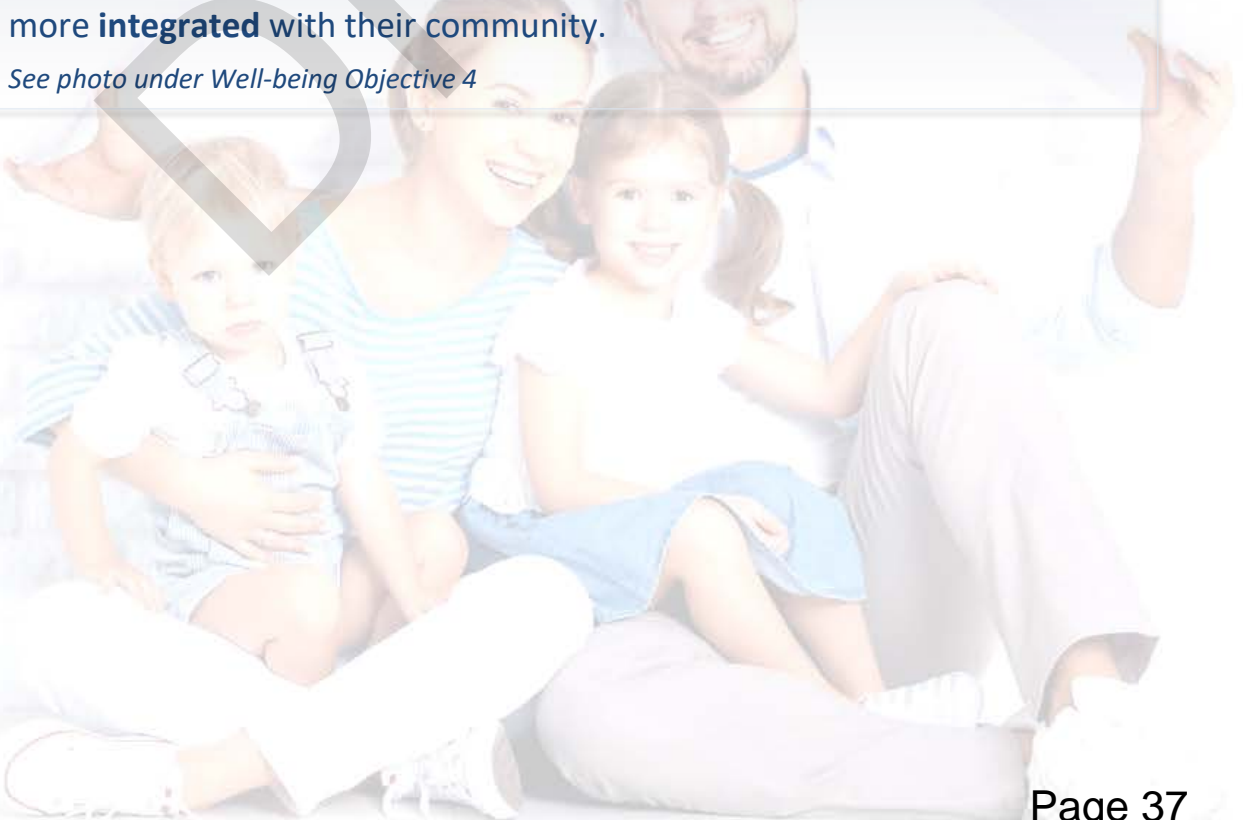
The way we work – taking the needs of future generations into account to improve the economic, social and environmental well-being of Wales



Young People Transform Reservoir into Fairy Garden

A group of young volunteers have spent the past four months **involved** in transforming the area around the reservoir in Tanerdy, Carmarthen. Up to 20 young people have turned the area into a *Fairy Garden* especially for young children in the community. The project, which has been organised by our *Youth Support Service Post 16 Team*. Long term there are plans to add to the Fairy Garden as well as creating bird boxes, bat boxes, bug houses and picnic benches. Everyone who has taken part will receive a certificate for their achievements to support their job prospects in the **long term**. All young people have volunteered their free time to participate in active citizenship which has had a huge impact on their own skills development and self-esteem and confidence - making them feel more **integrated** with their community.

See photo under Well-being Objective 4





Well-being Objective 5

Start Well/Live Well - Tackle poverty by doing all we can to prevent it, help people into work & improve the lives of those living in poverty

650 more households living in poverty (up from 35% to 35.5%)

Welsh Government defines poverty as when a "household income is less than 60% of the GB median income". This means a household where income is less than £18,868 a year (i.e. 60% of £31,446).

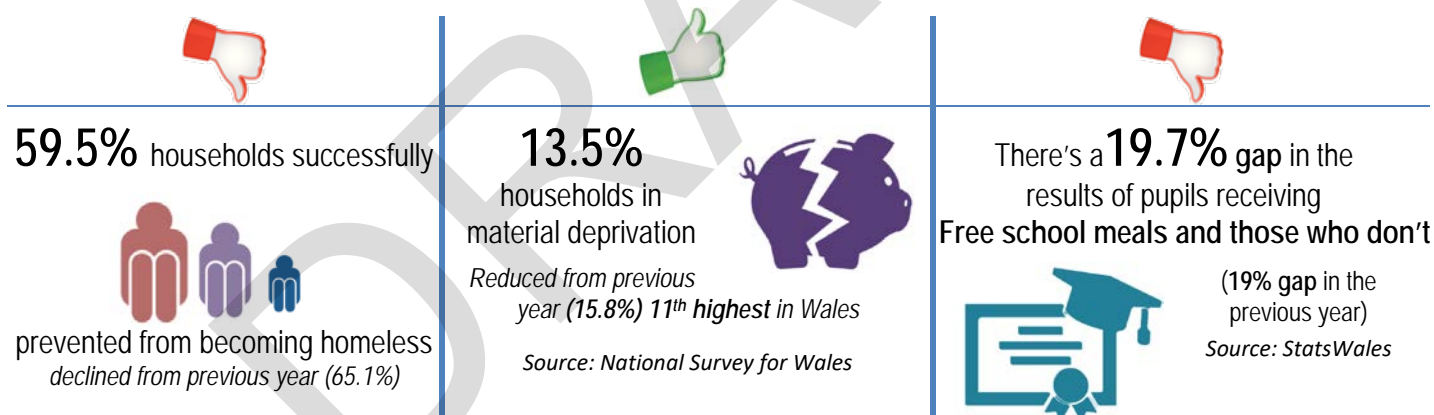
Therefore, 35.5% can be defined as living in poverty in Carmarthenshire which is above the Welsh average of 33.6% and has moved from 8th to 13th worst in Wales.

Household Income Figures Source: CACI's 'PayCheck' data										
Households Living in Poverty	2014		2015		2016		2017		2018	
	Carms	Wales	Carms	Wales	Carms	Wales	Carms	Wales	Carms	Wales
	29,956 (37.1%)	446,586 (33.6%)	29,086 (36.3%)	459,283 (35%)	29,020 (35.9%)	460,322 (34%)	28,223 (35.0%)	450,616 (33%)	28,881 (35.5%)	456,971 (33.6%)

Why it is important

- Poverty and deprivation have serious detrimental effects across all aspects of well-being. It limits the opportunities and prospects for children and young people, damages the quality of life for families and communities
- Poverty can be a barrier to full participation in society and is too often an intergenerational experience which poses a significant threat to experiencing positive well-being both now and in the future
- Two Carmarthenshire wards (Tyisha and Glanymor) were in the top 20 worst wards for childhood poverty in Wales (both at 41.3%) Source: End Child Poverty, Loughborough University, 2019 - commissioned by the End Child Poverty Network

Success Measures



Explaining the Results

- Of the 435 households **threatened with homelessness** during 2018/19, **259 were successfully prevented from becoming homeless – 59.5%**. The introduction of Universal Credit is beginning to have an impact with some private landlords being reluctant to continue with benefit claiming tenants. We have also we have identified that private sector tenants tend to approach the service at the point of eviction rather at the point of receiving notice, this then reduces the time to engage with the landlord to prevent or relieve the situation.
- According to the 2018/19 [National Survey for Wales](#) **13.5%** of participating households in Carmarthenshire were classed as **living in material deprivation**, this is just below the Welsh average of 13.6% and a reduction on last year on 15.8%.
- There's a **19.7%** gap between the average score based on the best 9 **exam results** for Year 11 pupils receiving **Free School Meals (FSM)** and **those who don't (Non-FSM)**, this has increased slightly from a 19% gap in the previous year. This is the 7th smallest gap in Wales (previously 6th). However the FSM score has increased from 307.6 to 308.1 (but the score for Non-FSM has also increased by more, from 369.8 to 375.5).

Progress Made

- ⦿ We have developed a new homelessness action plan that will provide more focus on prevention and making people aware of the need to contact us at an earlier stage should they be experiencing housing problems.
- ⦿ A newly formed team also provides a package of advice and support to all prospective tenants to discuss their responsibilities as part of the tenancy agreement. This includes: how to pay their rent and make a benefit claim. Training sessions have been initiated where prospective tenants on our Housing Choice Register undertake a 1 day course which provides information on tenancy issues in far more detail.
- ⦿ After receiving Communities 4 Work and Communities 4 Work Plus programmes,
 - 589 adults received employability support - 100% felt more confident about seeking work.
 - 418 received digital inclusion support with 100% feeling more confident in using the computer.
 - 402 residents gained accredited qualifications in employment related courses.
- ⦿ We now pay our staff the equivalent of the Foundation Living Wage (a voluntary living wage level). This impacts the lowest paid staff who will receive the equivalent of £8.75 per hour (April 2018) which is higher than the National Living Wage (statutory requirement) of £7.83 (April 2018).
- ⦿ The Community Bureau has helped community, voluntary and charitable groups and social enterprises in Carmarthenshire to access support, advice and grants quickly. . During the year 5 enterprises have been created, 25 jobs have been created, 50 jobs safeguarded and 350 individuals have gone into training/education and we have supported, working with CAVS, 450 people into volunteering.
- ⦿ We have carried out extensive engagement in the Tyshia ward to listen to the needs and concerns of its residents. We are in the process of implementing an ambitious master plan that will address the areas needs in terms of housing mix, the environment and general community safety and facilities as well as specific issues such as antisocial behaviour, fly tipping and litter.

Customer service Hwb in Ammanford gets the thumbs up!



People can make payments, get job and training support, access digital facilities, find out about volunteering opportunities and more



Executive Board Member
For Communities and Rural Affairs
Cllr Cefin Campbell



View our [detailed progress here](#)
against this objective

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Well-being Objective 6

Live Well - Create more jobs and growth throughout the county

Regeneration is the Council's number one priority - during 2018/19 we created 419 jobs

These jobs were created through:-

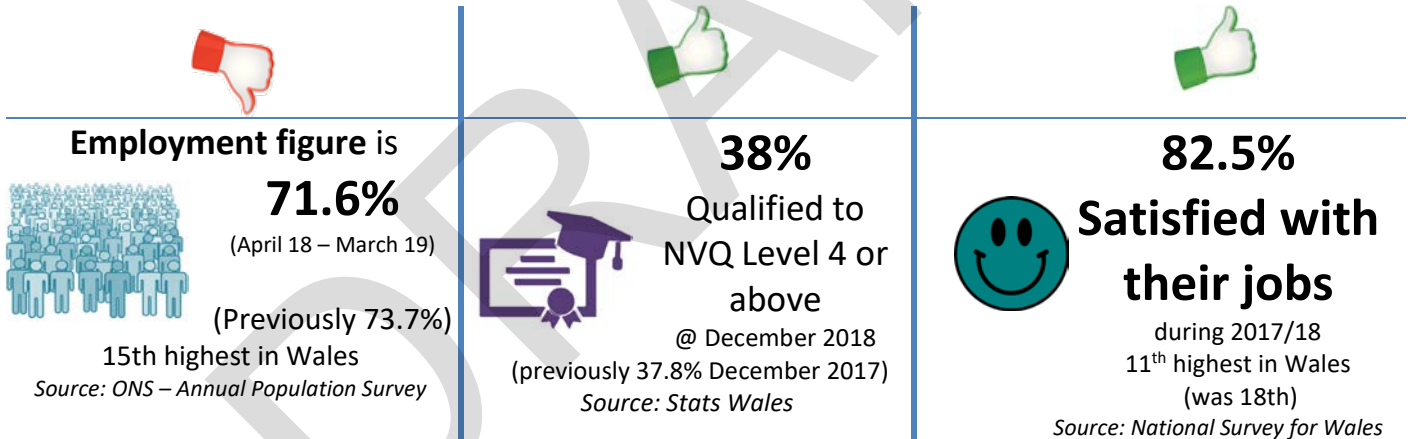
Business Development and Engagement; Beacon Bursary and Incubation; Llanelli Town Centre Schemes; Carmarthenshire Rural Enterprise Fund and Community Bureau

In addition through specific world of work schemes, **951** people were supported to volunteer and **137** were supported into jobs. We secured **£16.2m** private sector and external funding investment. We accommodated **111** Jobs as a result of 5 Transformational Commercial property development fund projects.

Why it is important

- Increasing employability is fundamental to tackling poverty, reducing inequalities and has a dramatic impact on our health and ability to function in everyday society.
- We must tackle a GVA (gross value added) gap that is widening between UK GVA & Wales GVA; *GVA is the measure of the value of the wages and profits from goods and services produced in an area.*

Success Measures



Explaining the Results

- Employment figures** in Carmarthenshire at the end of March 2019 is **71.6%**, this is down from 73.7% the previous year. This is now below both the Welsh (73.1%) and UK average (75.2%). We have also moved and from 12th to 15th in Wales. The figures are disappointing as the authority has put a number of funding initiatives in place to stimulate jobs and growth in the county in the form of Property Development Fund, Carmarthenshire Rural Enterprise Fund and Business Grants.
- 38%** of working age adults living in Carmarthenshire are **qualified to NVQ Level 4 or above** in 2018, this is up slightly on the previous year of 37.8% and just above the Welsh average of 37.8%. We are 9th highest in Wales moving up from 10th the previous year.
- According to the [National Survey for Wales](#), **82.5%** of those participated were moderately or very **satisfied with their jobs**, this is above previous year's result of 80%. We have moved up from 18th to 11th position in Wales
- Median Gross Weekly Pay** has reduced by 1.2% (from £517.8 to £511.4) Carmarthenshire has gone down from 4th highest wage in Wales for 2017, to the 11th highest in 2018. This is below the Welsh average of £518.6. This is a reflection of the business market conditions of Carmarthenshire, the reduction is difficult to explain as there are no significant reasons that we are aware of that are affecting wages.

Progress Made

- ⦿ Delivery of the project plan for the **Llanelli Wellness and Life Science Village**:-
 - Continued with the development of the detail for phase 1 plus energy and infrastructure. Works are now completed to the end of the Royal Institute of British Architects (RIBA) Stage 2 requirements and a tender for ground investigation works has also been undertaken.
 - The Outline Planning application for the Wellness Village has been approved and the Natural Resources Wales flood risk requirements have been met.
- ⦿ **Carmarthenshire Business Fund** was launched in July 2018, to support the set-up of local businesses. It has proved popular with the business community.
- ⦿ Development continues for many of the initiatives and projects which are helping to deliver and support the **Carmarthen, Ammanford & Rural transformational** plan, for example :-
 - The third party led Yr Egin project successfully opened its doors in late summer which has facilitated the relocation of S4C's headquarters in Carmarthen along with a number of related businesses
 - Pendine Attractor Project - work has commenced on the £7m Pendine Attractor project which will see on completion in summer 2020 a new sands of speed museum, 42 eco hostel, external exhibition area, events area, beach sports area, adventure playground, museum gardens and improved parking facilities.
- ⦿ To date, from the initial £2m allocation from the **Rural Enterprise Fund**, 16 businesses have benefited and fourteen of those businesses are now operating in their new or improved premises. This has resulted in an investment in excess of £3m and the creation of 64 jobs in rural Carmarthenshire.
- ⦿ We have continued to deliver the Countywide **Tourism** Destination Management Plan 2015-2020 to support the promotion of Carmarthenshire as an attractive and quality place to visit and stay.
 - 41 major articles on Carmarthenshire were generated by the Council in the media with an equivalent advertising value of £186,000
 - New campaigns of 'Set Jettors' taking advantage of the TV series Keeping Faith and 'Antiques and Brocante' Trail have both gained significant media traction.

Film Set – Carmarthenshire *Country File* being filmed in Llansteffan



Executive Board Member
For Economic Development
Cllr Emlyn Dole (Leader)



View our [detailed progress report](#)
against this objective



Well-being Objective 7

Live Well - Increase the availability of rented and affordable homes

On track to meet the affordable homes target of 1,000 additional affordable homes between 2016 - 2021

Good quality, affordable homes are the bed rock of healthy and sustainable communities. We have delivered over 650 additional affordable homes since 2016 as part of the affordable homes plan

Why it is important

- Good quality affordable homes promote *health and well-being*, meeting the individual needs of the residents, building strong sustainable communities and places where people want to live.
- Good quality energy efficient affordable homes are good for the *People and the Environment* - as the energy use within the home will be reduced, having a significant effect on reducing the fuel costs for the occupying residents. It will also have a significant effect on reducing pollutants in the atmosphere and mitigating fuel poverty in our communities.
- It's good for the *Social Structure* - well-placed affordable housing developments allow communities to welcome a wide range of families and to create a vibrant, diverse, group of residents.
- It's good for the *Economy* - in order to thrive, new businesses need easy access to its workforce. Affordable housing developments ensure that working families will remain in their community.

Success Measure

+ 247

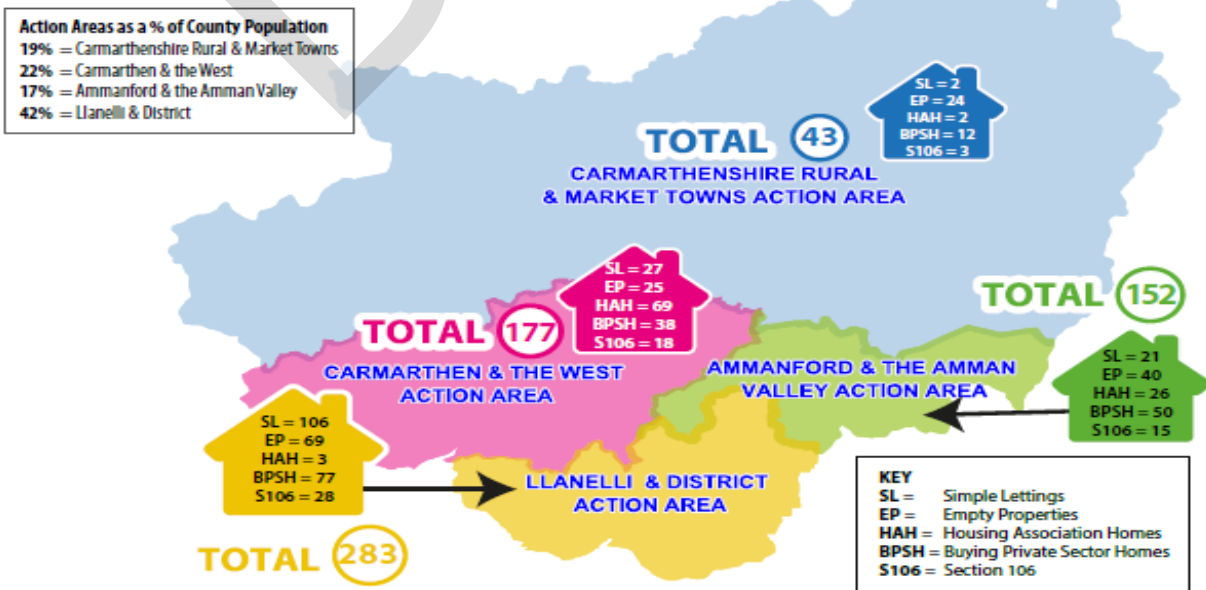
Additional Affordable Homes during 2018/19



Explaining the Results

Affordable Homes Performance – Overall Performance from April 2016

655 Affordable Homes Delivered



Progress Made

- As part of the 2016 - 2021 Affordable Homes Plan to date we have provided **655** additional affordable homes made up of the following:-

156: Simple lettings agency
(32: 16/17; 63: 17/18; 61: 18/19)

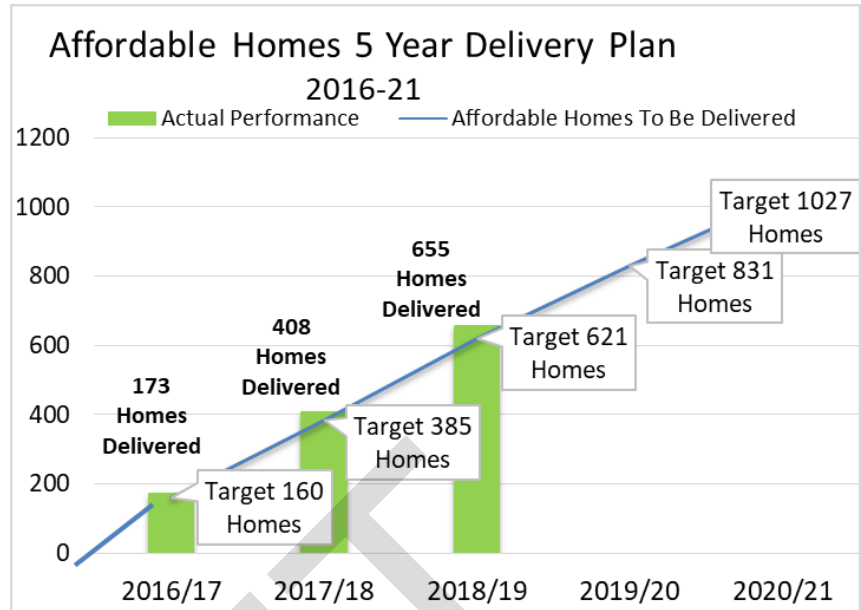
158: Empty homes brought back into use
(28: 16/17; 63: 17/18; 67: 18/19)

195: Buying private sector homes
(45: 16/17; 69: 17/18; 81: 18/19)

82: Housing Association new build development (45: 16/17; 20: 17/18; 17: 18/19)

64: Contribution by development (section 106) (23: 16/17; 20: 17/18; 21: 18/19)

- We have bought **173** private sector homes to increase the council's own housing stock. **22** homes have also been bought directly by Bro Myrddin Housing Association.



- Both our first two Council new build developments at Dylan and Garreglwyd are now on site building 48 new homes.
- Through the planning system (Section 106) **64** homes have been provided for [Low Cost Home Ownership](#) and nominated to local people who needed help to buy their own home.
- Carmarthenshire County Council is already making excellent progress on its promises to deliver 1,000 more affordable homes by 2021 and further plans are in place to build nearly 1,000 additional Council homes.



Executive Board Member
For Housing
Cllr Linda Evans



View our [detailed progress report](#) against this objective



Well-being Objective 8

Live Well - Help people live healthy lives (tackling risky behaviour and obesity)

Almost 1.6 million visits to our Sport & Leisure Facilities, generating a Social Value Return of £5.9 million during 2018/19

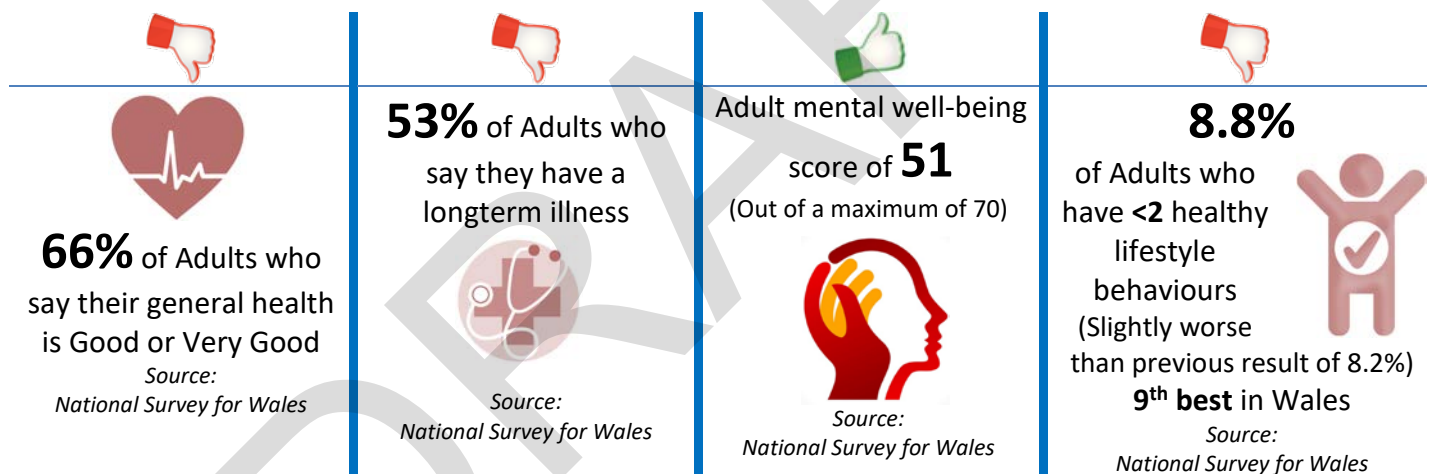
We want Carmarthenshire to be a place:

- That is the most active and healthy in the UK
- Where every person is an active participant at a *Community Club or Leisure / Cultural Facility*
- Where every child is hooked on Leisure / Cultural activity for life.

Why it is important

- Because our way of life is changing, people are living longer with a higher quality of life.
- Because the challenge is to prevent ill health.
- Because living healthy lives allows people to fulfil their potential, meet educational aspirations and play a full part in the economy and society of Carmarthenshire.
- Because many of the preventive services and interventions required to maintain health, independence and well-being lie outside health and social care.

Success Measures



Explaining the Results

The following [National Survey for Wales](#) shows that:-

- **60%** of Carmarthenshire participants said their **general health is Good or Very Good**, this is a slight reduction on the previous result of 69% but comparatively we have moved down from 14th to 21st position in Wales. Whilst this result is disappointing, we continue to work with partners such as Public Health via the Local Service Board to promote a healthy environment for Carmarthenshire residents, including exercise, nutrition and cleaner air.
- **53%** of Carmarthenshire participants said they had a **longstanding illness, disability or infirmity**, this has increased slightly on the previous survey result of 50% and the second highest result in Wales. Whilst this measure has numerous influences we continue to see increases in the number and impact of schemes such as National Exercise referral scheme with over 1,200 referrals in the past 12 months.
- **Mental well-being score** is based on 14 positively worded statements asked as part of the survey which represents positive attributes of wellbeing and covers both feeling and functioning as opposed to mental illness or disorder and is suitable for use in the general population. Although there is an improvement it is very slight from a score of 50 to 51.
- **8.8%** of participants have **fewer than two healthy lifestyle behaviours** this has increased slightly on last year of 8.2% but continues to be better than the Welsh average of 10.1% but have moved down from 5th best to 9th best in Wales.

Progress Made

- ⦿ In September 2018 Carmarthenshire played host to the start of the OVO Energy Tour of Britain. It was the first time that the Tour had started in South Wales and Pembrey Country Park was the fantastic start venue for the race. Pembrey Country Park and town and villages throughout the county welcomed 120 of the world's top professional cyclists in what is considered Britain's biggest professional cycle race. The Tour provided the county with a fantastic opportunity to showcase its unique and beautiful landscape both nationally and internationally with the race being broadcast live to 125 countries. Many communities held fun-filled days of activities with refreshments, and opportunities for children and adults alike to get involved and come together as a community to help celebrate this fantastic event as it made its way through the county. Kidwelly leg of stage: - <https://www.youtube.com/watch?v=ltm6aTlOKd4>
- ⦿ We have continued to monitor *air quality* (nitrogen dioxide) for the residents of and visitors to the County implementing a sampling programme. This supports a consultation for Air Quality Management Area's action plans for Llanelli and Carmarthen as well as the current action plans for Llandeilo. Data has been captured across all sites and results assessed and reported.
- ⦿ Following over £1m of investment in 2016/17 to enhance the fitness facilities at our leisure centres, creating more space and bringing in brand new state of the art fitness equipment, the number of visits has increased by 23% (from almost 1.3 million prior to the investment, to almost 1.6 million in 2018/19). This has also resulted in an increase in fitness income of 33%/£320k (from £975k prior to almost £1.3m in 2018/19).
- ⦿ A further 1,446 people were referred to the *National Exercise Referrals* (NERS) scheme during 2018/19, with 58.7% engaging with the scheme, an increase on 53.8% in 2017/18. Over 55% completed the 16 week programme, far exceeding the 50% target set.
- ⦿ Our mental health teams, leisure colleagues and Run Wales collaborated to pilot a project that trained a group of individuals with mental health issues from Llanelli to compete in the Swansea half marathon and also in local park runs. This innovative project saw the average wellbeing score of participants rise from 36 to 51 (an increase of 41%). The successful collaboration has since been extended to include the Homes & Safer Communities Division and additional sport national governing bodies, drawing in £22k to offer a programme to Ammanford and Carmarthen areas in 2019/20.
- ⦿ Pembrey Country Park has a new all-inclusive cycle hire scheme, namely 'Cycle For All'. There are 38 new cycles ranging from hybrid bicycles, wheelchair transporters, twin bikes, adult and child size tricycles, 4 seater family bikes and recliner bikes.



Executive Board Member
For Culture, Sport & Tourism
Cllr Peter Hughes-Griffiths



View our [detailed progress here](#)
against this objective

Age Well



Age Well

The way we work – taking the needs of future generations into account to improve the economic, social and environmental well-being of Wales



Carmarthenshire is Kind

Carmarthenshire is Kind is a move to change which aims to create understanding about the impact of kindness and positive action not only on us as individuals, but communities as a whole.

We want to create *Kind Communities* that are not only more age, disability and dementia friendly – but kind and welcoming for everyone.

The project was conceived through a community event for older people held in 2017 on National Kindness day with over 500 attendees and was profiled on BBC Radio Wales.

The project has been noted and identified as good practice by the *Campaign to End Loneliness* and profiled in a national conference.

The development of **preventative/collaborative** initiatives such as '*Carmarthenshire is Kind*' and '*Dementia friendly Communities*' are also beginning to make a difference as many of our communities seize on these initiatives to enhance their community's resilience. In this way, the efforts that we as a Council make, are amplified as we support and facilitate communities and individuals to get **involved** and become increasingly sustainable, vibrant and caring.

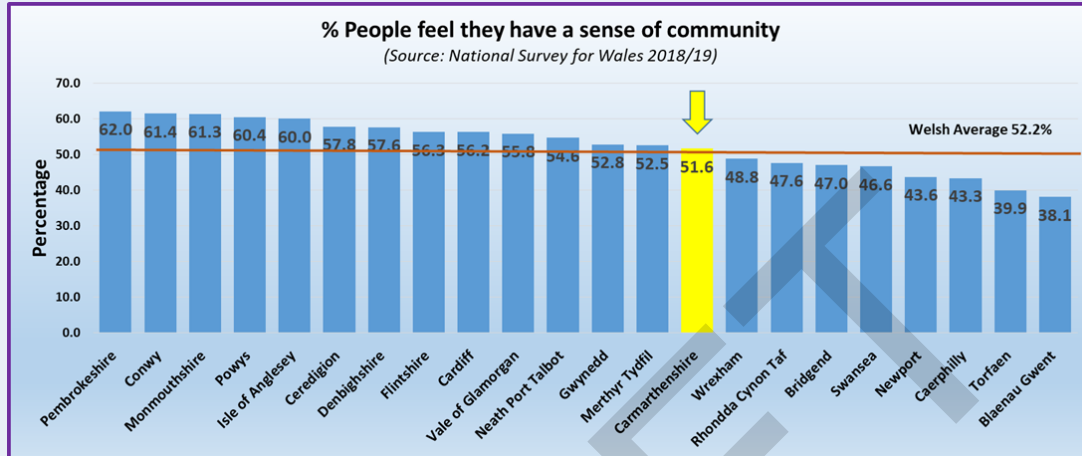


Well-being Objective 9

Live Well/Age Well - Support good connections with friends, family and safer communities

Sense of Community survey results have increased in Carmarthenshire from 47.7% to 51.6%

The 'Sense of Community' is derived from three questions; *People feel they belong to their local area; People in the area from different backgrounds get on and People in the area treat each other with respect!*



Despite an improved result we move down from 13th to 14th position in Wales.

Why it is important

- Social isolation puts individuals at greater risk of cognitive decline with one study concluding that lonely people have a 64% increased chance of developing clinical dementia
- Loneliness amongst young people has been shown to increase the likelihood of poor physical & mental health, the risk of becoming involved in criminal activity and reduce future employment opportunities
- Social networks and friendships not only have an impact on reducing the risk of early death and illness, but they also help individuals to recover when they do fall ill.

Success Measure



76.1% People who feel safe

7th Highest in Wales

Source: National Survey for Wales



Explaining the Results

- The number of [National Survey for Wales](#), participants **feeling safe** has reduced from **78.7%** to **76.1%** but remains in 7th place. This result was derived from four questions; people feeling safe at home, walking in the local area, and when travelling in the dark which will be available in due course.
- According to the 2018/19 [National Survey for Wales](#), **51.6%** of participants felt they had a 'Sense of Community', this is an improvement on previous year of 47.7%. This result was derived from three questions; *People feel they belong to their local area; People in the area from different backgrounds get on and People in the area treat each other with respect!*. The breakdown for each of these questions at Local Authority level have not been published as yet. Despite an improved result, we have moved from 13th to 14th position in Wales.

Progress Made

- ⦿ We have continued to develop and improve how Children’s Services provide information, advice and assistance (IAA) to support families, such as the new [Family Information Service \(FIS\)](#) website and the Dewis Directory of services which continues to be promoted.
- ⦿ We have supported the Community Cohesion National Delivery Plans principles:-
 - Supported Llanelli Tenants Network with organising a multi-cultural event
 - Supported migrants, refugees, asylum seekers and settled communities in the integration process
 - Supporting communities in preventing hostility and extremism
- ⦿ Safeguarding arrangements in Carmarthenshire have been further developed to ensure meaningful conversations with adults at risk take place at the earliest opportunity and continue until the appropriate outcomes have been achieved.
- ⦿ In support of the Police Force’s Rural Crime Strategy, a new Rural Crime Board was established. which encouraged improved information sharing and awareness between rural communities and partners
- ⦿ A new initiative "Ask for Angela" was launched in partnership with the Police and licensing department, which allows customers in licensed premises, who could be feeling threatened or unsafe on a date, to get help by approaching the bar and “Asking for Angela.”
- ⦿ We continue to fund our proactive Financial Exploitation Safeguarding Scheme (FESS) projects through proceeds of crime (POCA) confiscations resulting from their enforcement activity. This money has funded new No Cold Calling Zones, the installation of True Call units to vulnerable consumers and the launch of the Buy With Confidence Approved Trader scheme, ensuring the public feel safer in their homes and communities



Executive Board Member
For Community Safety
Cllr Cefin Campbell



View our [detailed progress here](#)
against this objective



Well-being Objective 10

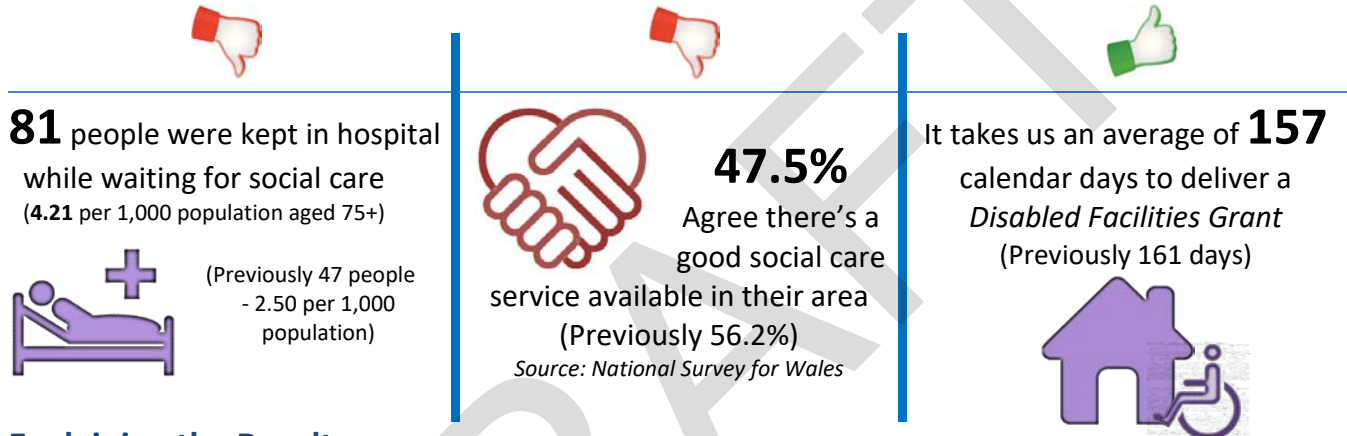
Age Well - Support the growing numbers of older people to maintain dignity and independence in their later years

Our Offer to the Population - 'Help to Help Yourself' (Prevent ill health or injury)
Promote independence, well-being, community engagement and social inclusion.

Why it is important

- Because consultations have demonstrated that 'what matters' to individuals is to be able to be as independent and well as possible for as long as possible.
- Because our frail population demographic is increasing and will require support to remain as independent as possible.
- Because it is essential that we lay robust foundations to future proof the availability of services that promote and support ongoing well-being and independence for our frail older adult population.

Success Measures



Explaining the Results

- 81 clients (75+) were **kept in hospital** during 2018/19 while waiting for social care, this is quite an increase on the previous year of 47. We have been developing new services to support hospital discharges and ensure that our citizens have the right care at the right time. Coupled with our therapy led reablement service, we have developed an Outcome Assessment Service ensuring that all people who require statutory delivered care have an opportunity for further assessment in their home environment to promote their independence. With increased numbers of people having co-morbidities resulting in complex needs and higher levels of care we are constantly monitoring and reviewing our services to meet this increasing demand.
- According to the 2018/19 [National Survey for Wales](#) **47.5%** of participants believed that there is **good Social Care Service available in the area**. While disappointing and unclear about the respondents, the department believes it provides a high quality service to its service users and carers and has the evidence to demonstrate this. The department has received a very good Inspection Report undertaken by the [Care Inspectorate Wales](#) in May 2019 (published 7 August 2019) that verified that people can be confident in the quality of care and support provided. Furthermore, as part of its statutory obligation to consult with service users and carers, the department obtained an excellent response rate of 604 service users and carers to the survey that demonstrated people's high levels of satisfaction with social care services in the county: For example, 85% of people said they were happy with the care and support they received; 81% know who to contact about their care and support; 83% feel safe from harm or injury; 93% treated with respect and dignity.
- The average number of days taken to deliver a **Disabled Facilities Grant** adaptation continues to reduce at 157 days, this is almost half the days taken 2013/14 of 308 days when we were in 20th position in Wales, and we are currently in 3rd position.

Progress Made

- ⦿ We have developed an innovative **social prescription scheme** in partnership with GPs where patients are prescribed time credits so that they can attend events and community groups. Time Credits work very simply: for every hour that an individual contributes to their community or service, they earn one Time Credit. These Time Credits can be spent accessing an hour of activity provided by health & wellbeing venues such as leisure centres, gyms, yoga, theatres, craft groups and walking groups. Last year across the whole of the county there 1,941 members of the Carmarthenshire Time Bank.
- ⦿ According to the 2018/19 Social Care survey **84.6%** of clients were satisfied with their care and support.
- ⦿ The preventative work in Carmarthenshire based on the PEIPIL strategy (Prevention, Early Intervention and Promoting Independent Living) identified as good practice in Wales through the Bevan Exemplar scheme.
- ⦿ We have successfully delivered **Carmarthenshire's United Support Project (CUSP)** and has been identified as an Exemplar Initiative in Wales through the Bevan Commission. Third sector collaboration that supports people in the community to stay independent for as long as possible.
- ⦿ *Transfer of Care Advice and Liaison Service (TOCALs)* has expanded in the Glangwili General Hospital and Prince Phillip Hospital to include community based Occupational Therapists, Social workers, Nurses and Physios which ensures timely discharges from hospitals.
- ⦿ *Fulfilled Lives* is a long term service that supports people living with dementia, it provides individuals with a key worker that helps people to live their life as fully as possible as their dementia progresses. The focus is on the individual directing the support that they need to maximise their independence.



Executive Board Member
For Social Care and Health
Cllr Jane Tremlett



View our [detailed progress here](#)
against this objective



Well-being Objective 11

Age Well - A Council-wide approach to support Ageing Well in Carmarthenshire

60% agree we live in an age friendly community

However, our 50+ Forum Survey shows a 5% fall from 65% to 60% for last year

Why it is important

- Ageing well – ‘adding life to years, not just years to life’ – is important for each of us, and for our country as a whole. Older people should be seen as a vital part of society and should be able to have more opportunities to participate in and contribute to our economy and our communities. Older people are a significant asset to our community and economy.
- Wider services can make an important contribution in supporting and sustaining the independence of older people and reducing the demand on Social Services and Health Care.

Success Measure

16.6% of people
are lonely

Source: National Survey for Wales
Was 17.1%



Explaining the Results

According to the 2017/18 [National Survey for Wales](#), **16.6%** of participating adults in Carmarthenshire **classed themselves as lonely**, this is slightly above the Welsh average of 16.3% but has reduced from previous year's result of 17.1% and we continue to be in 10th position.

In our 50+ Forum Survey 70% of respondents felt that we were doing sufficient work to address loneliness and isolation and made some suggestions for improvement.

Progress Made – to take forward the 5 aims of the national and local Ageing Well Plan

1. AGE FRIENDLY COMMUNITIES

- Our links with the 50+ Forum have been strengthened during the year and a bi-monthly email to all 50+ Forum members is now issued through Dotmailer, which has received a positive response from those receiving the message.
- The Carmarthenshire 50+ Forum have now established their own communications group in response to last year's 50+ Forum survey, where older people did not feel enough information is provided regarding services available, events and important information which impacts them.

2. DEMENTIA SUPPORTIVE COMMUNITIES

- Our 50+ Survey, undertaken during 2018, showed a very small increase in agreement that we have Dementia Supportive Communities
- In June 2018 the Council resolved a Notice of Motion to explore the feasibility of making Carmarthenshire a dementia friendly county.
- We now have over 6,000 (4,847 17/18) [dementia friends](#) across the county.



3. FALLS PREVENTION

- ⦿ Excellent progress has been made during the year to deliver staff training through the Making Every Contact Count (MECC) initiative. The initiative recognises that staff across health, local authority and voluntary sectors, have thousands of contacts every day, and staff are trained to give them the competence and confidence to deliver healthy lifestyle messages and to help encourage people to change their behaviour and to direct them to further support.

4. OPPORTUNITIES FOR EMPLOYMENT AND NEW SKILLS

- ⦿ The availability of various Digital training resources for older clients has been complied and contact details distributed via partner organisations. Promotion events for the 50+ Forum have been held in Carmarthen, Pontyberem, Ammanford and Llanelli.

5. LONELINESS AND ISOLATION

- ⦿ We also organised the 50+ annual event held at the Botanic Garden with 600+ attendees. Carmarthenshire is Kind was the focus the event, which gave key messages and evidence about the positive effects of kindness on health and wellbeing.

Strengthening local communities and alleviating the pressures on health & social care services.

Once again an example of how older people are a significant asset to Carmarthenshire



A Llanelli pensioner is honoured with British Empire Medal - William Henry Gerwyn Jenkins was recognised in Queen's Birthday Honours for services to the Samaritans



Executive Board Members For
Housing: Cllr Linda Evans &
Social Care & Health:
Cllr Jane Tremlett



View our [Detailed progress here](#)
against this objective

Healthy, Safe & Prosperous Environment



Healthy, Safe & Prosperous Environment

The way we work – taking the needs of future generations into account to improve the economic, social and environmental well-being of Wales



Works underway to complete the cycle route's '*missing link*'

Works are underway to complete the '*missing link*' on a walking and cycling route in the Llangennech and Dafen areas of Llanelli.

The aim of the scheme is to encourage sustainable travel for now and in the **longer term**, to improve road safety and **prevent** accidents in the area, linking communities for easy access to schools and shops, and employment sites including those at Llanelli Gate Business Park and the Dafen Industrial Estate, as well as Gestamp and Calsonic Kansei, two of the town's largest employers.

It also forms part of the longer term plan to create an **integrated**, traffic-free active travel network throughout the town, improving the health and wellbeing of residents, as part of the council's commitment under the Active Travel (Wales) Act; and supports Carmarthenshire's aspiration to become a premier walking and cycling destination in Wales.



Well-being Objective 12

Healthy & Safe Environment - Look after the environment now and in the future

We are improving our environment through enhancing biodiversity and using renewable energy in our buildings


We have delivered sustainable projects that protect and enhance our environment. The managed habitat for the marsh fritillary butterfly and 300 ha of local nature reserves are both projects that contribute to sustainability and biodiversity. Renewable energy technology is being used more and more in our buildings and is intrinsically part of all our new builds, with the Authority aim to be 'Carbon Neutral' by 2030. Our Flood Management and Shoreline Management Plans will allow the Authority to deliver its obligations under the Well-being and Future Generations Act, by making Wales more *resilient* and in turn more *prosperous*. However, meeting recycling targets has been extremely challenging this year.

Why it is important

- The *Natural Environment* is a core component of sustainable development. The Environment (Wales) Act 2016 expands the duty placed on public bodies, requiring them to *maintain & enhance biodiversity and promote ecosystem resilience*.
- A biodiverse natural environment, with healthy functioning ecosystems, supports social, economic and ecological resilience. Carmarthenshire's natural environment is the natural resource on which much of our economy is based – tourism, farming, forestry, and renewable energy. It is a major factor that attracts people, both young and older to live, work and visit the county, bringing inward investment with them.
- The Well-being Needs Assessment survey identified a strong relationship between residents' well-being and their surrounding environment from providing recreational opportunities, to psychological positivity, health benefits and a connection to heritage and culture.

Success Measures




We generated **979,071**
kWh (provisional) of
renewable energy during
2018/19
(increased from 937,330 kWh
in the previous year)



Our recycle rate is
58.94%
(This is less than the
previous year's figure of
63.64%, but we continue to
meet our target)



Explaining the Results

- **Renewable energy** – We continue to invest in solar photovoltaic (PV) systems on our non-domestic buildings with a total installed capacity of 1.15 MWp. This has generated over 979,071 kWh (provisional) of Electricity during 2018/19, a 4.5% increase on the previous year of 937,330 kWh.
- **Recycling** declined in 2018/19 to 58.94% from 63.64% the previous year. The decline is predominantly as a result of the difficulties with export markets for residual waste (refuse derived fuel outlets). However we have met the statutory target of 58%.

Progress Made

- ⦿ The project continues to manage 24 sites that provide 40.46ha of habitat in suitable condition for the marsh fritillary butterfly. Surveys results in summer 2018 show that numbers of larval webs recorded were exceptionally high this year with 86 webs recorded on one site. Habitat surveys found new records of marsh fritillaries in 31 fields, across the area, expanding our knowledge of the butterfly in this part of the county, and this work will inform the new Local Development Plan and the revision of the Caeau Mynydd Mawr SPG. The project continues to ensure the appropriate grazing of the land in management's agreements, often assisting landowners in finding suitable grazing animals. It has also been making use of the Glas Tir small grants scheme, when it can, for hedgerow management.
- ⦿ The Council has a significant new build programme. All major new build projects incorporate renewable energy technologies where appropriate with solar PV installations incorporated into many recent Modernising Education Provision 21st Century school projects.
- ⦿ In addition, all non-domestic projects receiving an element of Welsh Government funding are required to achieve a BREEAM (Building Research Establishment's Environmental Assessment Method) rating of 'Excellent', a part of which is linked to designing buildings to achieve reductions in energy use and carbon emissions.
- ⦿ We have completed our Flood Risk Management Plans to protect homes & properties in Carmarthenshire.

The **Caeau Mynydd Mawr Marsh Fritillary Project** received an award for 'Planning in the Natural Environment' category at the National RTPi Awards for Planning Excellence.



Executive Board Member
For Public Protection:
Cllr Philip Hughes



View our [detailed progress here](#)
against this objective



Well-being Objective 13

Healthy & Safe Environment - Improve the highway and transport infrastructure and connectivity

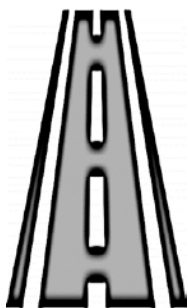
We are improving the county's road infrastructure, rural transport and active travel

Our Transportation and Highway related services facilitate the safe movement of goods and People. Enabling access to raw commodities and markets as well as providing opportunities for People to gain access to employment, education, health, leisure and social activities. We have continued to develop Active travel by investing in shared paths and cycle paths, improved the road infrastructure to encourage economic activity in the county and maintained a rural bus service through our Bwcabus and country cars service.

- *Transportation and highways* play a key role in sustaining our community. A modern, successful economy is reliant upon the safe and efficient movement of people and goods; providing opportunities for people to gain access to employment, education, health, leisure, social and retail services.
- *United and connected* is one of the four Welsh Governments' aims in its 'Taking Wales Forward' plan. Providing integrated and affordable access for businesses, for residents and visitors can stimulate economic development, reductions in deprivation and social exclusion and an increase in well-being.
- Sustaining access to services through Active Travel plans will deliver improvements in health and well-being for all sections of the community e.g. that includes: walking, cycling, passenger and road transport.
- By 2030 South West Wales will be a confident, ambitious and connected City Region.

Success Measures

Roads that are in poor condition:



5.2% of our A Class (A decline on 4.1% in 17/18) (Moved down from 15 th to 21 st in Wales)	
4.2% of our B Class (A decline on 3.1% in 17/18) (Moved down from 5 th to 10 th in Wales)	
12.5% of our C Class (A decline on 11.9% in 17/18) (Continues to be in 17 th position in Wales)	

Our road casualty numbers have increased with **97** people being killed or seriously injured on the roads (**83 in 2017**)

(20th highest in Wales)
Source: Stats Wales



Explaining the Results

- **Road conditions in Carmarthenshire have deteriorated during 2018/19.** Carmarthenshire has the second largest highway network in Wales. The % of A class, B and C class roads in Carmarthenshire in a poor condition (red zone) has increased; with A class roads increasing from 4.1% to 5.2%, B roads from 3.1% to 4.2% and C roads from 11.9% to 12.5%. The overall increase of poor condition (red zone) during last year equates to some 180km of road, this is a significant length of the network. Current levels of investment are not keeping pace with the rate of deterioration. Additional Road Refurbishment funding provided in 2018/19 and 2019/20 has included priority sections on our 'A' class roads and this will help to slow the deterioration in the network.
- **A total of 97 people were killed or seriously injured** on Carmarthenshire's roads in 2018. Although we cannot control the number of road traffic incidents on the county road network, we do however work with partner agencies to encourage the safer use of the road, engage with high-risk road user groups (motorcyclists, the elderly, young drivers), invest in targeted road safety engineering projects and assist the Police with speed enforcement campaigns and address community concerns about speeding.

Progress Made

- ⦿ We have completed two of our three strategic transport infrastructure links at Carmarthen West and Ammanford
- ⦿ We continued with the construction of the *Tywi Valley Cycle way* and continue to develop the full scheme. We have built approximately 3.94 Km of cycling/ shared use paths this year throughout the county to support sustainable and active travel.
- ⦿ We have continued investment into *vehicle replacements* during the year in accordance with our strategic fleet replacement programme.
- ⦿ We have secured funding from the Welsh Government to install public charges units for electric vehicles that are now live.

Carmarthen West opening



Executive Board Member
For Environment:
Cllr Hazel Evans



View our [detailed progress here](#)
against this objective



Well-being Objective 14

Healthy & Safe Environment - Promote Welsh Language and Culture

Promotion of the Welsh Language and Culture continues to progress well

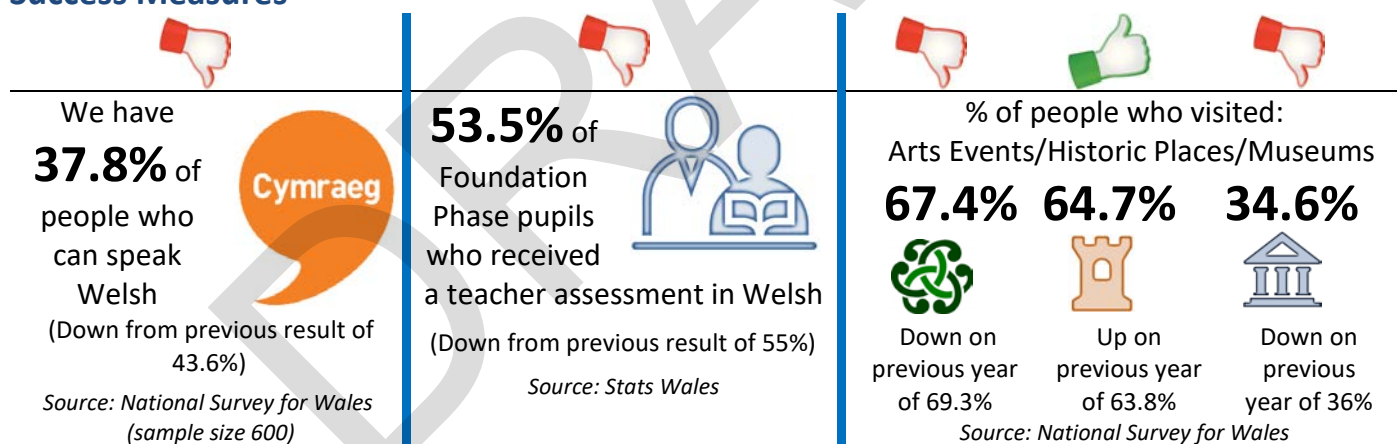
Our campaign to promote Welsh language services has been highlighted as *successful practice* by the Welsh Language Commissioner.

We have developed the 'Stordy Digidol' a digital project to widen access to our County's collections and cultural services. The website infrastructure is now complete with library content of some 770 images.

Why it is important

- Support and development in the use of the Welsh language has been identified as a key element in developing the distinctiveness and attractiveness of the area in terms of tourism, business investment and addressing rural poverty.
- The decision by S4C to re-locate to Carmarthen will catapult the county into one of significance for the Creative Industries sector in Wales. 'Yr Egin – The Creative Exchange', a new media and culture hub at the University of Wales Trinity Saint David's Carmarthen campus will be developed with the Welsh broadcaster as the anchor tenant for the site. Yr Egin will also excel in promoting Carmarthen as a gateway to 'Y Fro Gymraeg', the Welsh-speaking heartland.
- We have a good track record of supporting the arts, and have been leading the way as one of the most culturally-committed local authorities in Wales, as we continue to value and invest in the arts despite the challenge of austerity and public funding cuts.

Success Measures



Explaining the Results

- According to the 2018/19 [National Survey for Wales](#), **37.8%** of participants said they could speak Welsh. This is down on 2017/18 (43.6%) but continue to have the 4th highest percentage in Wales. This survey gives a good annual indication of the number of Welsh speakers but despite being a few years old, the 2011 Census gives a more accurate figure of 43.9% with the highest number of Welsh speakers at just over 78,000.
- All learners in their final year of Foundation Phase must be assessed through teacher assessments. 53.5% of our Foundation Phase pupils received a teacher's assessment in Welsh which is slightly down on the previous year.
- According to the [National Survey for Wales](#) the number of survey participants attending an arts event and visiting a museum in Wales during 2017/18 reduced slightly at 67.4% and 34.6% respectively, this is below the Welsh average figures of 68% and 40.4%. The number visiting heritage sites increased slightly to 64.7% this is above the Welsh average of 63.4%. Please note that the questions asked whether they attended or visited these in Wales and not specifically in Carmarthenshire.

Progress Made

- ⦿ Our action to promote the Strategy for Welsh Language is linked closely with the Welsh in Education Strategic Plan (WESP) and projects such as Cymraeg i Blant, which is funded by the Welsh Government. We have prepared resources to explain the benefits of a bilingual education and will continue to support the implementation of the WESP across the county.
- ⦿ In July 2018 we published a [Carmarthenshire Arts Strategy](#) which sets out 4 Strategic Priorities with detailed action plans and Key Milestones to support it.
- ⦿ Carmarthenshire Theatres have seen a 39% increase in tickets sales and a 42% increase in income during 2018/19.
- ⦿ We have been invited to support Arts Council Wales in developing a new strategic initiative to address the lack of Welsh language theatre being developed, and address the disconnection between the Welsh language work that's been created and what audiences want to see.
- ⦿ To improve the Welsh language of staff, during 2018/19 - 223 staff undertook training courses, 91 completed e-learning courses. In the Annual Language Skills Audit, an improvement was seen at all levels – e.g. staff with no Welsh verbal skills reduced from 15% to 11%. See Welsh Language Report - (link to be added)

Increasing our Staff CONFIDENCE to use Welsh



Executive Board Member
For Welsh Language, Culture and Tourism:
Cllr Peter Hughes-Griffiths



View our [detailed progress here](#)
against this objective

Building a Better Council & Better Use of Resources



Building a Better Council & Better Use of Resources

The way we work – taking the needs of future generations into account to improve the economic, social and environmental well-being of Wales



Promotion of the Welsh Language in our County

In **collaboration** with our partners we have published an information pack for people moving to the county. The pack contains statistical information about the Welsh language, information about learning Welsh and Welsh medium education and the opportunities to use the Language in community life and through social media. It includes images of Carmarthenshire and interesting facts about the Welsh language in the county.

An **integrated** distribution scheme was implemented during the year to try and reach people who have moved to the county through a variety of means. For example, it was arranged for a copy to be sent out as residents register to vote. A pilot project was also undertaken with *Menter Gorllewin Sir Gâr*, which worked with a local housing association and an estate agent.

Around 45 Language Leaders are **involved** in ensuring that our services are available through the medium of Welsh and that the Language is promoted within the workplace. We have continued to build a **long term** working relationship with the *National Centre for Learning Welsh*, both as a local provider and as an employer. Through the Centre, staff have been offered numerous learning opportunities to learn and improve their skills. We are keen to ensure that everyone has the opportunity to learn and to use the Welsh language, and to celebrate our rich cultural heritage which will help to **prevent** the loss of the language



Well-being Objective 15a - Building a Better Council

We have raised our Minimum Basic Pay rate to above the Welsh Living Wage rate

We have supported the Welsh Living Wage (equivalent to the Living Wage Foundation (LWF) rate) by incrementally removing the lowest pay spine points from our pay scales. In addition, a pay supplement was introduced in April 2018 which ensured that all employees received at least the equivalent of the living wage. The NJC National Pay Award was implemented in April 2019 and we amended our payscales which had the effect of uplifting all those employees who were employed by us at the time of implementation, to a minimum basic pay rate of **£9.18** per hour which is **above the current Welsh Living Wage rate** of £9.00 per hour. In addition, the lowest point of the scale now matches the Welsh Living Wage

The LWF rate is made up of basic pay and additional payments such as weekend working allowances, which means that many of our staff earn well above the LWF rate when these payments are taken

Why it is important

- It is important that our strategic plans are aligned and integrated
- In Building a Better Council we want to make every effort to secure a more efficient, ethical, transparent and accountable local government that supports and enhances public participation and democracy.
- The Well-being of Future Generations Act requires **7 areas** of corporate change, which are a key expectation of the Future Generations Commissioner in Annual Reporting.

1 Corporate Planning	Covered by Building a Better Council
2 Performance Management	
3 Workforce Planning	
4 Financial Planning	Covered by Making Better Use of Resources
5 Assets	
6 Procurement	
7 Risk	

[FGC - The journey so far: May 2018](#)

Success Measures

		<i>Not Applicable</i>	
72.4% of people agree that they can access information about us in the way they would like to. (previously 70.8%) (Welsh average 76.2%) <i>Source: National Survey for Wales</i>	72.1% of people know how to find what services we provide (previously 71.9%) (Welsh average 77.4%) <i>Source: National Survey for Wales</i>	11.4% of people agree that they have an opportunity to participate in making decisions about the running of our services (Welsh average 17.3%) <i>Source: National Survey for Wales</i>	Staff sickness is at a 4 year low 9.8 days per year (with main cause of sickness being stress, mental health & fatigue)

Explaining the Results

- According to the 2018/19 [National Survey for Wales](#) :
 - **72.4%** of participants agreed that they could access information about us in the way they preferred, this is an improvement on the previous year of 70.8% but continue to be below the Welsh average of 76.2%, but we have moved from 18th to 17th position.
 - **72.1%** agreed that they knew how to find what services we provide, this is a slight improvement on the previous year of 71.9% but continue to be below the Welsh average of 77.4%. We have moved down from 17th to 18th position in Wales.
 - Only **11.4%** agreed that they have an opportunity to participate in making decisions about the running of our services, this is well below the Welsh average of 17.3% and in 16th position. This question was new for the 2017/18 questionnaire and was not asked in 2018/19.

- **Staff Sickness** within the Authority has reduced from 10.1 days in 2017/18 to **9.8 days** in 2018/19 (it was last at this level in 2014/15 at 9.6 days). We have moved from 11th to 8th position in Wales. Sickness data is regularly monitored and analysed to ensure the focus is on reducing absence, with a Challenge and Review forum which identifies where there are gaps as well examples of good practice. The main cause of sickness continues to be stress, mental health & fatigue.

Progress Made

Corporate Planning

- The New Corporate Strategy published in June 2018, consolidated the previous Corporate Strategy, our Improvement Plan, Well-being Objectives and the Executive Boards' 5 year Plan - *Moving Forward in Carmarthenshire* into one plan.
- Since publication of the *Carmarthenshire Well-being Plan* the Public Service Board (PSB) has approved a new partnership structure and a series of Delivery Groups have been established.
- We are further developing our means of undertaking consultation and developing ways of engaging with communities such as the Disability Partnership and the 50+ Forum.

Performance Management

- Wales Audit Office certified that our New Corporate Strategy (June 2018) and our Annual Report (October 2018) satisfied legislative requirements
- To ensure we take all reasonable steps to meet our Well-being Objectives, we reshaped our Performance Information Monitoring System (PIMS) and the business planning format

Workforce Planning

- We have been awarded the *silver accreditation* against the Investors in People (IIP) Standard.
- In March 2018 we began paying the equivalent of the Foundation Living Wage to our staff (explained more fully in WBO5 – Tackling Poverty by doing all we can to prevent it, help people into work & improve the lives of those living in poverty)
- We have signed up to the *'Time to Change pledge'* which is a public declaration that an organisation wants to step up to tackle mental health stigma and discrimination.

As part of the National Apprenticeship week we celebrated the achievements of staff who have completed their apprenticeships



Executive Board Member For
HR, Performance Mgt, ICT, TIC:
Cllr Mair Stephens



View our [detailed progress here](#)
against this objective



Well-being Objective 15b - Making Better Use of Resources

Over the last 5 years we have had to manage reductions in service budgets of around £50 million, with minimum impact on front line services.



The financial position faced by local authorities has had a consistent theme with the level of resources available to public services seeing significant reductions. We have had to manage reductions in service budgets, whilst at the same time the pressures on the budget have been increasing in terms of demand and expectations. We strive to manage this situation by reducing our spending without any significant impact on the frontline services valued by our communities.

Why it is important



- There are increasing demands and expectations yet less resources are available. Under these conditions we need to work even more efficiently and effectively to maintain services and improve where we can, delivering ‘more (or even the same) for less’.
- Further financial pressures are likely to arise from such things as rising energy costs, an increasing number of older people needing services from us, office, school buildings and highways that require significant investment, and this is in addition to the current uncertainty in the economic outlook as the UK embarks on the process of leaving the European Union.
- The Well-being of Future Generations Act requires **7 areas** of corporate change, **4** within Making Better Use of Resources which are a key expectation of the Future Generations Commissioner in Annual Reporting. [FGC - The journey so far: May 2018](#)

4	Financial Planning	Making Better Use of Resources
5	Assets	
6	Procurement	
7	Risk	



Success Measures

14% increase of
‘Do it online’ payments
(From 34,494 to 39,321)

£8m current savings were made in 2018/19

11.3% % of people agree that we ask for their views before setting our budget (previously 8%)
(Welsh average 14.5% and in 7th place)
(Source: National Survey for Wales)

Explaining the Results

- More customers are **paying for services online** with the number of payments increasing by 5% from 34,494 in 2017/18 to **39,321 in 2018/19**.
- Addressing this well-being priority cuts across all service areas and is both about investment as well as efficiency savings. The Council is committed to financially sustainable delivery models - there are many examples of this across different departments, such as increased *Extra Care Provision* where it better meets service user needs, a move towards *agile working*, thus reducing the Council’s estate costs in the future.
- Unfortunately, according to the 2018/19 [National Survey for Wales](#) the number of participants agreed that *we ask for their views before setting our budget* was only 11.3% (Welsh average 14.5%), although this is an improvement on previous year of 8% and we have moved from 13th to 7th position.

Progress Made

Financial Planning:

- Our Well Being Objectives identified financial commitments to each objective and the Members Budget Seminars identified our Well Being Objectives when considering budget proposals. Impact assessments also ensured the impact of our Well Being Objectives were considered.
- We have improved our financial reporting by providing sufficient information on reserves and a clear audit trail for decisions regarding reserves and have strengthened our financial planning arrangements. Business Plans are presented to Scrutiny Committees at the same time of budget proposal consultations, 3 year savings proposals are prepared and detailed monitoring is in place.

Assets:

- Work continued on the collation of data on all community based assets with a view to making better use of facilities. Community Asset transfer discussions are ongoing with various interested parties.

Procurement:

- In June 2018 we published our [Procurement Strategy 2018-22](#) which sets out our strategic priorities and our commitment to ensuring that the economic, social and environmental well-being of Carmarthenshire is at the heart of our activities.

Risks:

- Our Corporate, Departmental and Service Risk Registers were all updated in 2018/19 in line with the Risk Management & Contingency Planning Strategy 2018-22 and the Well-being of Future Generations Act.

We are committed to delivering Community Benefits, an £8.8 Million scheme for Ysgol Penrhos in Llanelli reported that for every £1 spent £1.86 was reinvested back into the Welsh Economy



Executive Board Member
For Resources: Clr David Jenkins



View our [detailed progress here](#)
against this objective



APPENDICES

DRAFT

Local Government (Wales) Measure 2009 and Well-being of Future Generations Act (Wales) 2015

The Local Government (Wales) Measure 2009 and the Well-being of Future Generations Act (Wales) 2015 are separate but interconnected legal obligations. Our Well-being Plan combined both requirements and this Annual Report does the same.

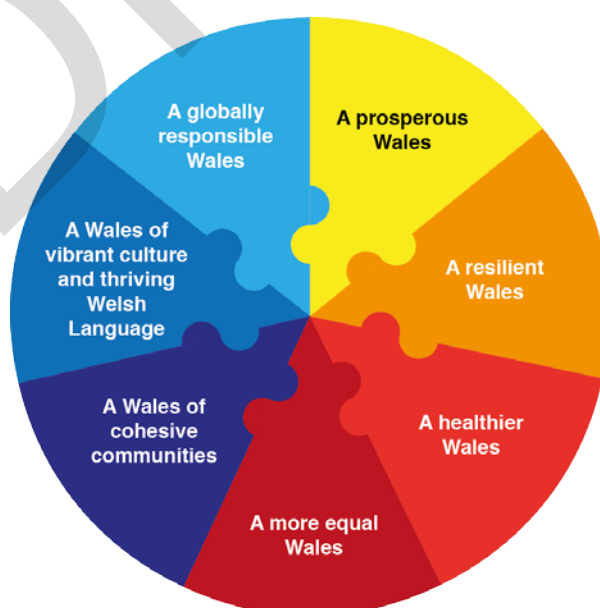
The Local Government (Wales) Measure 2009

- The Local Government (Wales) Measure 2009 requires the Council to set Improvement Objectives every year. They do not have to change every year, or be deliverable within one year.
- Our Improvement Objectives are essentially the same as our Well-being Objectives as they are based on a thorough evidence-based understanding of the communities we serve and local needs. We compare our Service performance and satisfaction results with all Councils in Wales to make sure we improve where we most need to.
- We have a duty to improve, often delivering 'more (or even the same) for less'.

Well-being of Future Generations Act (Wales) 2015

This is an Act introduced by the Welsh Government which will change aspects of how we work. The general purpose of the Act, is to ensure that the governance arrangements of public bodies for improving the well-being of Wales, take the needs of future generations into account. The Act is designed to improve the economic, social and environmental well-being of Wales, in accordance with sustainable development principles. The new law states that:-

- We must carry out sustainable development, improving the economic, social, environmental and cultural well-being of Wales. The sustainable development principle is **'... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.'**
- We must demonstrate 5 ways of working:
Long term, integrated, involving, collaborative and preventative (see **Appendix 1**)
- We must work towards achieving all of the 7 national well-being goals in the Act. Together they provide a shared vision for public bodies to work towards.



For the first time in Wales, the Well-being of Future Generations Act, provides a shared vision for all public bodies in Wales to work towards. As a public body subject to the Act we were required to set and publish Well-being Objectives that maximised our Contribution to the Well-being Goals.

How our Well-being Objectives contribute to the 7 National Well-being Goals

Carmarthenshire's 2017/18 Well-being Objectives / KIOPs			7 National Well-being Goals						
			Prosperity	Resilience	Healthier	More equal	Cohesive Communities	Vibrant culture & Welsh Language	Global responsibility
Start Well	1	Help to give every child the best start in life and improve their early life experiences.	✓		✓	✓	✓		
	2	Help children live healthy lifestyles	✓		✓	✓	✓	✓	
	3	Support and improve progress and achievement for all learners	✓	✓		✓		✓	✓
	4	Reduce the number of young adults that are Not in Education, Employment or Training	✓		✓	✓	✓		
Live Well	5	Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty	✓		✓	✓	✓		
	6	Create more jobs and growth throughout the county	✓		✓	✓	✓	✓	
	7	Increase the availability of rented and affordable homes	✓	✓	✓	✓	✓		✓
	8	Help people live healthy lives (tackling risky behaviour & obesity)	✓		✓	✓	✓	✓	
Age Well	9	Support good connections with friends, family & safer communities			✓	✓	✓		✓
	10	Support the growing numbers of older people to maintain dignity & independence in their later years	✓		✓	✓	✓	✓	
	11	A Council-wide approach to support Ageing Well in the county	✓		✓	✓	✓	✓	
In a Healthy, Safe & Prosperous Environment	12	Look after the environment now and for the future	✓	✓	✓				
	13	Improve the highway and transport infrastructure and connectivity	✓	✓	✓	✓	✓		
	14	Promote Welsh Language and Culture	✓	✓		✓	✓	✓	
	15	Building a Better Council and Making Better Use of Resources	✓	✓	✓	✓	✓	✓	✓

Simple Changes we've made to support National Goals

A Prosperous Wales	✓ Supporting SMEs (small-to-medium enterprises), social businesses and co-operatives to work together to jointly bid for contracts.
	✓ Appointed social value champions.
	✓ Holding regular surgeries for suppliers.
	✓ Published and analysed data about how we procure goods and services.
	✓ Pay our suppliers promptly - 94% of invoices paid within 30 days.
	✓ Exploring funding options, or supporting community groups, to develop renewable energy projects on public land.
	✓ Ensuring that new developments and retrofitting of existing facilities consider renewable energy sources and recycled materials - First 'Passivhaus' educational facility in Wales.
	✓ Maximising the potential for apprenticeships in our organisation.
	✓ Considered opportunities to second staff within and between organisations, to share knowledge and develop transferable skills.
A Resilient Wales	✓ Managing road verges and connected green spaces (such as spaces around buildings) for wildflowers and pollination.
	✓ Reduced the use of pesticides and fertilisers on road verges and in urban green spaces.
	✓ Using peat-free compost in planting schemes across cities, towns and villages.
	✓ Providing spaces for wildlife such as bird boxes, insect home ponds and bat boxes – especially in new developments.
	✓ Mapped public land to identify and publicise land that is accessible for use by community groups, with the aim of connecting wildlife habitats.
	✓ Providing 'biodiversity / green infrastructure' learning for staff across ALL Departments.
	✓ Playing our part in enabling local partnerships for all aspects of the natural environment.
	✓ Adopted a single-use plastic policy, to remove single-use plastics from our estate.
A Healthier Wales	✓ Taking stock of mental health in the workplace.
	✓ Working towards Mental health and suicide awareness training for all staff.
	✓ Reviewed policies to ensure optimising opportunities to improve employees' health and wellbeing.
	✓ Provided lockers for employees where appropriate i.e. Agile working.
	✓ Have a flexible working policy.
	✓ Encouraging employees to take breaks and eat away from their desk.
	✓ Encouraging walking and standing meetings, where appropriate.
	✓ Building up a picture of how easy the workplace makes it for those that want to walk, cycle or use public transport, and identify areas for improvement.
	✓ Adopting initiatives to ensure children have access to daily outdoor play.
	✓ Supporting our communities to redesign their streets to improve their health and wellbeing.
More Equal Wales	✓ Making public information accessible through a variety of formats.
	✓ Offering deaf awareness training and British Sign Language (BSL) training for staff, particularly for those on the front line.
	✓ Ensuring staff in specific services undertake training about Adverse Childhood Experiences (ACEs).
	✓ Employees in specific services receive refugee and asylum seeker awareness training.
	✓ Published data on protected characteristics and pay grades within the workforce. This includes the gender pay-gap.
	✓ Have initiatives to recruit people from groups that are under-represented in your workforce.

Simple Changes we've made to support National Goals (continued)

A Wales of Cohesive Communities	✓ Enabled local people to improve unloved space. Council Estate gardens 'Pride in your Patch'.
	✓ Adopted the time credits scheme.
	✓ Playing your part in enabling local people to come together in communities to meet and build social networks such as the 10 towns initiative.
	✓ Explored participatory budget approaches to enable people to make decisions about how some funds are allocated through our Annual Budget Consultation Survey.
	✓ Supporting communities and our organisation to become dementia-friendly.
	✓ Publicised opportunities to volunteer locally.
	✓ Exploring opportunities for intergenerational activities.
	✓ Promoting community transport opportunities, such as car sharing.
	✓ Providing debt advice and access to credit unions and other community development finance initiatives.
✓ Mapped out the community anchor organisations we are working with and explore further opportunities.	
A Wales of Vibrant Culture and Thriving Welsh Language	✓ Ensured that all of our access points have bilingual greetings.
	✓ Using the Cymraeg comma on lanyards and email signatures of all staff who are Welsh speakers.
	✓ Encouraged staff to sign up for and use their free library card, providing accessible information on what the library offer.
	✓ Engaging in National Play Day.
	✓ Promoting opportunities for older people to engage in culture, through the Gwanwyn Festival.
	✓ Ensuring that arts venues with are signed up to the National Access Scheme (Hynt)
	✓ Considering and adopting the opportunities to support and develop local clubs involved in sport.
	✓ Given free access to Park Run on any publicly-owned land.
	✓ Supporting and promoting the Night Out Scheme.
	✓ Ensuring continued free access to museums, libraries and green spaces.
A Globally Responsible Wales	✓ Reviewed our procurement policy and ensure that it includes fair and ethical practices (to include fair trade, marine stewardship council and forestry stewardship council.
	✓ Check whether our contracts meet the needs of the Modern Slavery Act.
	✓ Taken action for global learning such as getting involved in Fairtrade Fortnight, Go Green Day or Earth Hour.
	✓ Ensured our organisation takes part in Fair Trade Fortnight.
	✓ Reviewed our approach to refugees and asylum seekers and playing our part in Wales becoming a Nation of Sanctuary.
	✓ We only Recycled Paper, and Council meetings paper free from September 2019.
	✓ We calculate and understand our organisation's carbon footprint.
	✓ Supporting our staff and visitors to understand their personal carbon footprints.
✓ Review our energy contracts, pension providers + investment portfolios and reduced our burden on the earth and its people.	

Link to The Future Generations Commissioner for Wales ['Simple Changes'](#)



Success measures for our Well-being Objectives

Success measures for our Well-being Objectives

The table below shows the results of our success measures for all 22 councils in Wales

- Our most recent result and whether it has improved on our previous result
- Our current Rank position compared to our previous Rank position

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PAM – Public Accountability Measures (National); ONS - Office for National Statistics; NSW - National Survey for Wales; NWBI - National Well-being Indicator	Has our result improved year on year			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
	Previous result	Most Current Result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results											
				Arrows start from previous position												to our most current position											
WBO 1 - Help to give every child the best start in life and improve their early life experiences.																											
1	% Children in care with 3 or more placements in the year (PAM/029)	8.8	10.4	↓	No comparable data available for this measure																						
WBO 2 - Help children live healthy lifestyles.																											
2	% Children overweight or obese	29.4	26.6	↑	34.5																						17.8
WBO 3 - Support and improve progress and achievement for all learners.																											
3	Average Caped 9 points score for pupils (PAM/032)	360.8	363.1	↑	317.9																						377.1
4	% Attendance in primary schools (PAM/007)	94.4	93.9	↓																							95.2
5	% Attendance in secondary schools (PAM/008)	94.3	93.8	↓	92.5																						95.0
6	Satisfaction with child's primary school (NSW)	90	84	↓	Below 81																						99
WBO 4 - Reduce the number of young adults that are Not in Education, Employment or Training.																											
7	Year 11 leavers Not in Education, Employment or Training (NEETs) (PAM/009)	1.4	1.8	↓	2.9																						0.5
8	Year 13 leavers Not in Education, Employment or Training (NEETs) (5.1.0.2)	3.0	4.9	↓	10.7																						1.1
WBO 5 - Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty.																											
9	% Gap of Caped 9 points score for pupils eligible for FSM (Free School Meals) and those who don't.	19.0	19.7	↓	37.2																						15.2
10	% of households successfully prevented from becoming homeless (PAM/012)	65.1	59.9	↓	48.9																						82.4
11	Household in material deprivation (NSW) (NWBI)	15.8	13.5	↑	17.8																						8.6

	PAM – Public Accountability Measures (National); ONS - Office for National Statistics; NSW - National Survey for Wales; NWBI - National Well-being Indicator	Has our result improved year on year			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
		Previous result	Most Current Result	Improved ↑ Standstill ↔ Declined ↓	Worst results											Best Results												
				←→ Arrows start from previous position											● ● to our most current position ■													
12	% Households Living in Poverty (CACI 'PayCheck')	35.0	35.5	↓	45.5																					21.9		
WBO 6 - Create more jobs and growth throughout the county.																												
13	Employment figures (ONS - Annual Population Survey) (NWBI)	73.7	71.6	↓	67.3																						80.4	
14	Jobs created with Regeneration assistance (EconD/001)	352.5	419.0	↑	No comparable data available for this measure																							
15	Median Gross Weekly Full-time Earnings (£) (NWBI)	517.5	511.4	↓	440.6																						638.5	
16	Number qualified to NVQ Level 4 or above (Stats Wales) (NWBI)	37.8	38.0	↑	24.1																						51.5	
17	People moderately or very satisfied with their jobs (NSW) (NWBI)	80.0	82.5	↑	74.5																						86.3	
WBO 7 - Increase the availability of rented and affordable homes.																												
18	Number of affordable homes in the County (7.3.2.24)	235	247	↑	No comparable data available for this measure																							
WBO 8 - Help people live healthy lives (tackling risky behaviour & obesity).																												
19	% of adults who say their general health is Good or Very Good (NSW)(NWBI)	69	66	↓	65																						78	
20	% of adults who say they have a longstanding illness (NSW)(NWBI)	50	53	↓	55																						38	
21	Adult Mental Well-being score (NSW)(NWBI) (Out of a maximum score of 70)	50	51	↑	50																						53	
22	% adults who have fewer than two healthy lifestyle behaviours (NSW/NWBI) (not smoking, healthy weight, eat five fruit or veg a day, not drinking above guidelines & meet the physical activity guidelines).	8.2	8.8	↓	15.9																						6.9	
WBO 9 - Support good connections with friends, family and safer communities.																												
23	Have a sense of community (derived from three questions on belonging; different backgrounds get on, treat with respect) (NSW) (NWBI)	47.7	51.6	↑	38.1																						62.0	
24	People feeling safe (at home, walking in the local area, and travelling) (NSW) (NWBI)	78.7	76.1	↓	58.6																						89.4	

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Page 78	PAM – Public Accountability Measures (National); ONS - Office for National Statistics; NSW - National Survey for Wales; NWBI - National Well-being Indicator	Has our result improved year on year			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st	
		Previous result	Most Current Result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results										
					Arrows start from previous position												● to our most current position										
WBO 10 - Support the growing numbers of older people to maintain dignity and independence in their later years.																											
25	Rate of people kept in hospital while waiting for social care (PAM/025)	2.50	4.21	↓	No comparable data available for this measure																						
26	Agree there's a good Social Care Service available in the area (NSW) (elderly, children, disabled and carers)	56.2	47.5	↓	44.0																						57.8
27	Days taken to deliver a Disabled Facilities Grant (PAM/015)	161	157	↑	298																						126
WBO 11 - A Council-wide approach to support Ageing Well in the county.																											
28	% of people who are lonely (NSW) (NWBI)	17.1	16.6	↑	22.1												Same										11.1
WBO 12 - Look after the environment now and for the future.																											
29	Use of renewable energy (kWh)	937,330	979,071	↑	No comparable data available for this measure																						
30	% Waste reused, recycled or composted (PAM/030)	63.64	58.94	↓																							
WBO 13 - Improve the highway and transport infrastructure and connectivity.																											
31	% A Class roads that are in poor condition (PAM/020)	4.1	5.2	↓	6.3																						1.7
32	% B Class roads that are in poor condition (PAM/021)	3.1	4.2	↓	6.5																						1.4
33	% C Class roads that are in poor condition (PAM/022)	11.9	12.5	↓	21.6					Same																	3.0
34	Number of people killed and seriously injured on the roads (5.5.2.21)	83	97	↓	118																						12
WBO 14 - Promote Welsh Language and Culture.																											
35	Can speak Welsh (NSW) (NWBI)	43.6	37.8	↓	under 8.1																			Same		66.0	
36	Pupils assessed in Welsh (first language) - Foundation Phase (PAM/033)	55.0	53.5	↓	3.9																						98.5
37	% of people attended arts events in Wales in last year (NSW)	69.3	67.4	↓	56.1																						78.8
38	% of people visited historic places in Wales in last year (NSW)	63.8	64.7	↑	48.3																						77.0
39	% of people visited museums in Wales in last year (NSW)	36.0	34.6	↓	27.8					Same																	57.6

	PAM – Public Accountability Measures (National); ONS - Office for National Statistics; NSW - National Survey for Wales; NWBI - National Well-being Indicator	Has our result improved year on year			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
		Previous result	Most Current Result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results											
					Arrows start from previous position												● ● to our most current position ■											
WBO 15 - Building a Better Council and Making Better Use of Resources.																												
40	'Do it online' payments	34,494	39,321	↑	No comparable data available for this measure																							
41	People agree that they can access information about the Authority in the way they would like to (NSW)	70.8	72.4	↑	62.8																						86.6	
42	People know how to find what services the Council provides (NSW)	71.9	72.1	↑	63.1																						84.3	
43	People agree that they have an opportunity to participate in making decisions about the running of local authority services. (NSW)	New measure	11.4	Not Applicable	7.8																						22.4	
44	Number days lost due to sickness absence. (PAM/001)	10.1	9.8	↑	12.7																						8.3	
45	Reduction in organisational 'running costs' (£m)	8.6	8.0	↑	No comparable data available for this measure																							
46	People agree that the Council asks for their views before setting its budget. (NSW)	8.0	11.3	↑	Below 7.5																						20.8	

Below are comments for those Success Measures above that have either declined year on year and/or fallen in rank position.

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The number of looked after children has decreased in Carmarthenshire to 183 and is one of the best in Wales but the reduction impacts on our baseline figures, and our result has increased from 8.85% to 10.4%.

Some reasons for placement moves include:- emergency/alternative placements for unaccompanied asylum seekers all having different and cultural needs, siblings requiring emergency/more experienced placements due to high level of need requiring support from Child & Adolescent Mental Health Service, a baby with great medical needs etc.

The department will continue to review and improve placement stability through the accommodation panel. Robust placement support meetings will ensure carers are well supported and the children placed in their care can be maintained safely with additional resources. There is no comparative data published for this measure.

- 4** It is clear that primary school attendance has dropped significantly in Carmarthenshire from 94.4% to 93.9% and we have moved from 21st to worst in Wales. The main reason for this was due to pupil illness as there had been a high number of childhood viruses and illness reported that year. Some schools were therefore more adversely affected than others.

The Local Authority has continued to work with primary schools to reduce avoidable absence and this will remain a key priority over the coming year. This work has involved supporting schools in responding to absence in the early stages and ensuring that families are provided with a high level of advice, support and guidance where needed. In the very few cases where attendance has failed to improve due to unauthorised absence, we have had no option other than to refer to Court to ensure the educational entitlement of these pupils. We will continue to promote regular school attendance to maximise educational opportunities and child welfare, robustly challenging poor attendance and persistent absenteeism and implement the Attendance Forward Working Plan following consultation with Headteachers.

- 5** The attendance at our Secondary Schools has reduced from 94.3% to 93.8% and from 10th to 12th position in Wales. Authorised absence has remained constant at 4.8% but Unauthorised absence has increased and specifically in the use of 'Other' absence code. The comprehensive Educational Welfare Service (EWS) improvement plan outlines collaborative strategies across the department which will further support our schools to improve rates of pupil attendance. They will also contact those schools with a high percentage of 'O' codes to address any coding issues.

- 6** According to the 2018/19 National Survey for Wales, 84% of participants were satisfied with their child's primary school in Carmarthenshire. This has reduced from the previous year of 90% and is below the Welsh average and from 9th to 19th position in Wales. The sample size for this question across Wales was 1,450, of which there would have been a smaller number answering from Carmarthenshire. This would have been a relatively small sample of families within Carmarthenshire with primary age children and we have no detail on which schools were covered or how representative the respondents are. We take note of the decrease within its context. We continue to work closely with families, senior school leaders and governors across the primary sector to enhance engagement, understanding and effective partnerships in support of enjoyment, progress and achievement for all pupils.

- 7** 1.8%, or 32 of Year 11 pupils becoming NEET equated to 96.1%, or 1,743 pupils remaining in Education, Employment or Training. This is an increase on 1.4% (27 pupils) the previous year, and moved down from 13th to 16th position in Wales. A small number of pupils (38), either did not respond to contact or were known to have left Carmarthenshire some of whom could also be NEET. Partnership work by schools, Youth Support Service staff and external agencies including Careers Wales to deliver the Youth Engagement and Progression Framework in Carmarthenshire.
- 8** 4.9%, or 33 out of 673, Year 13 pupils were known to become NEET, with 41 pupils either not responding to contact or being known to have left the area. This is an increase on 3.0% (20 pupils) on the previous year and have moved down from 15th to 19th in Wales. Factors previously affecting the result include the rising cost of higher education, young people's awareness of training and employment opportunities and limited identification of this group of young people by schools following the A Level results. We will seek qualitative data to improve on this situation.
- 9** We welcome the increase in the Capped 9 score for pupils eligible for FSM (Free School Meals) from 307.6 to 308.1. FSM pupils, which remains a key focus for our work across the curriculum. The element of enhanced performance by FSM pupils should remain central to our thinking, as opposed to overly focusing on 'the gap' (which is naturally widened slightly by an equally pleasing increase in performance by non-FSM pupils).
- 10** Out of the 435 homeless presentations, 259 were successful preventions (10 less cases than last year). Further to this, 42 cases either lost contact; failed to engage or refused assistance with us and therefore could not be logged as a prevention case. With the introduction of Universal credit we have noticed a knock on impact with private landlords being unwilling to continue with benefit claiming tenants. Coupled with private sector tenants approaching the service at the point of eviction rather at the point of receiving notice. As a result there is limited time to engage with the landlord to prevent or relieve the situation. This is an issue we have identified as part of our recent homelessness review and developed a new strategic approach.
- 12** Welsh Government defines poverty as when a "household income is less than 60% of the GB median income". This means a household where income is less than £18,868 a year (i.e. 60% of £31,446). Therefore, 35.5% (28,881 households) can be defined as living in poverty in Carmarthenshire which is above the Welsh average of 33.6% and increased on 35% (28,223 households) in 2017, we have also moved down from 8th to 13th worst in Wales.
- 13** There has been a 2.1% decrease in the employment figures in Carmarthenshire during 2018/19. Having analysed the statistics further there seems to be a national trend of a significant reduction in employment figures in agriculture 4.3%, accommodation food services a 9.4% reduction, 2% reduction in construction, and health and social care a 2% reduction. This may be a reflection of a lack in investment by businesses as a consequence of BREXIT, and being a peripheral county with a number of vulnerable sectors to BREXIT it may be that we are feeling the effects more acutely than other Local Authorities. Within the region other local authorities have also moved down the rankings including Swansea and Powys. The figures are disappointing as the authority has put a number of funding initiatives in place to stimulate jobs and growth in the county in the form of Property Development Fund, Carmarthenshire Rural Enterprise Fund and Business Grants. The impact of jobs created through support from regeneration during 2018/19 was 419 compared to 352.5 during 2017/18. So performance of regeneration activity in job creation has increased compared to a county decrease. It may be that the true effect of these supporting grants won't be realised until future years, need to monitor this moving forward.
- 15** The overall median gross weekly pay has reduced by £6.40 to £511.40, slightly below the Welsh Average of £518.60. This is a reflection of the business market conditions of Carmarthenshire, the reduction is difficult to explain as there are no significant reasons that we are aware of that are affecting wages.

60% of Carmarthenshire participants in the National Survey for Wales said their general health is Good or Very Good, this is a slight reduction on the previous result of 69% but comparatively we have moved down from 14th to 21st position in Wales.

Whilst this result is disappointing, our Leisure services have recently re-structured to create 3x Active Adult officers to complement the work our Active Young People Officers do in schools and communities - all looking to change habitual behaviour in relation to better health. Working with partners such as Public Health via the LSB, we will continue to promote a healthy environment for Carmarthenshire residents, including exercise, nutrition and cleaner air.

20 53% of Carmarthenshire participants in the National Survey for Wales said they had a longstanding illness, disability or infirmity, this has increased slightly on the previous survey result of 50% and gone down from 16th to 21st position.

Whilst this measure has numerous influences, Carmarthenshire's leisure services continues to see increases in the number and impact of schemes such as our sector leading National Exercise referral scheme with over 1,200 referrals in the past 12 months and over 60% of these referrals maintaining their exercise habit by joining to become regular members of our gym and fitness facilities. Our plan is to extend this scheme in terms of input referrals and the type of activities available to those referred.

22 8.8% of participants have fewer than two healthy lifestyle behaviours, this has increased slightly on last year of 8.2% but continues to be better than the Welsh average of 10.1% but have moved down from 5th best to 9th best in Wales.

The £200m investment in the new health and well-being village at Delta Lakes, Llanelli, will provide a world-class model of an integrated early intervention facility that will help move people positively along the health continuum, throughout all stages of their life journey. This collaborative scheme will also positively impact on the health of some of the most deprived communities in Wales, which are immediately adjacent to this new development.

25 81 clients (75+) were kept in hospital during 2018/19 while waiting for social care, this is quite an increase on the previous year of 47. We have been developing new services to support hospital discharges and ensure that our citizens have the right care at the right time. Coupled with our therapy led reablement service, we have developed an Outcome Assessment Service ensuring that all people who require statutory delivered care have an opportunity for further assessment in their home environment to promote their independence. With increased numbers of people having co-morbidities resulting in complex needs and higher levels of care we are constantly monitoring and reviewing our services to meet this increasing demand. The primary reasons are the increased complexity exacerbated by the conditioning of the elderly when in hospital and the overall under-supply of domiciliary care. A key improvement needed to reduce delays in hospital is to improve nursing and therapy practice in hospital to improve the mobility of individuals when they are admitted thus reducing the need for care.

26 According to the 2018/19 National Survey for Wales 47.5% of participants believed that there is good Social Care Service available in the area, this has reduced from the previous result of 56.2% and our position in Wales has gone down from 15th to 19th place. While disappointing and unclear about the respondents, the department believes it provides a high quality service to its service users and carers and has the evidence to demonstrate this. The department has received a very good Inspection Report undertaken by the Care Inspectorate Wales in May 2019 (published 7 August 2019) that verified that people can be confident in the quality of care and support provided. Furthermore, as part of its statutory obligation to consult with service users and carers, the department obtained an excellent response rate of 604 service users and carers to the survey that demonstrated people's high levels of satisfaction with social care services in the county: For example, 85% of people said they were happy with the care and support they received; 81% know who to contact about their care and support; 83% feel safe from harm or injury; 93% treated with respect and dignity.

- 30** Recycling declined in 2018/19 to 58.94% from 63.64% the previous year. The decline is predominantly as a result of the difficulties with export markets for residual waste (refuse derived fuel outlets). However we have met the statutory target of 58%. Comparative data will not be available until November 2019 but we were 10th position for 2017/18
- 31,** Carmarthenshire has the second largest highway network in Wales. The % of A class, B and C class roads in Carmarthenshire in a poor condition (red zone) has increased; with A class roads increasing from 4.1% to 5.2% and moved from 15th to 21st place, B roads from 3.1% to 4.2% moved from 5th to 10th place, and C roads from 11.9% to 12.5% but remains in 17th position. The overall increase of poor condition (red zone) during last year equates to some 180km of road, this is a significant length of the network. Current levels of investment are not keeping pace with the rate of deterioration. Additional Road Refurbishment funding provided in 2018/19 and 2019/20 has included priority sections on our 'A' class roads and this will help to slow the deterioration in the network.
- 32,**
- 33**
- 34** A total of 97 people were killed or seriously injured on Carmarthenshire's roads in 2018, an increase from 83 in 2017 and now 20th highest rather than 21st. Although we cannot control the number of road traffic incidents on the county road network, we do however work with partner agencies to encourage the safer use of the road, engage with high-risk road user groups (motorcyclists, the elderly, young drivers), invest in targeted road safety engineering projects and assist the Police with speed enforcement campaigns and address community concerns about speeding.
- 35** According to the 2018/19 National Survey for Wales, 37.8% of participants said they could speak Welsh. This is down on 2017/18 (43.6%) but continue to have the 4th highest percentage in Wales. This survey gives a good annual indication of the number of Welsh speakers but despite being a few years old, the 2011 Census gives a more accurate figure of 43.9% with the highest number of Welsh speakers at just over 78,000.
- 36** All learners in their final year of Foundation Phase must be assessed through teacher assessments. 53.5% of our Foundation Phase pupils received a teacher's assessment in Welsh which is slightly down on the previous year figure of 55%. There is no comparative data published for this measure.
- 37** According to the National Survey for Wales the number of survey participants attending an arts event in Wales during 2017/18 reduced slightly at 67.4% from 69.3% in the previous questionnaire. This is below the Welsh average figure of 68%. Please note that the question asked whether they attended arts events in Wales and not specifically in Carmarthenshire. This result is used to measure well-being of our residents through attending arts events rather than specific attendance to maintain our venues.
- 39** According to the National Survey for Wales the number of survey participants visiting a museum in Wales during 2017/18 reduced slightly at 34.6% from 36% in the previous questionnaire. This is below the Welsh average figure 40.4%. Please note that the question asked whether they visited museums in Wales and not specifically in Carmarthenshire. This result is used to measure well-being of our residents through visiting museums rather than specific attendance to maintain our venues.



**National
Survey for
Wales Results
Published June
2019**

2018/19 National Survey for Wales

The following are results of the 2018/19 National Survey for Wales available at local authority level, but not all of these are attributable to the Councils performance.

Where the same question was asked in a previous survey, the table below shows whether we have improved our performance and our rank position.

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In AR

Rank	Questions asked in the 2018/19 National Survey for Wales and available at Local Authority level NWBI - National Well-being Indicator	Has our result improved			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st			
		Previous available result	2018/19 survey result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results												
					Arrows start from our previous position												● ● to our 2018/19 position ■												
1 ✓	% People agree that they can access information about the Authority in their preferred way.	70.8	72.4	↑	62.8																						86.6		
2 ✓	% People know how to find what services the Council provides.	71.9	72.1	↑	63.1																						84.3		
3	% People who feel able to influence decisions affecting their local areas.	18.9	18.8	↓	13.1																						24.4		
4 ✓	People agree that the Council asks for their views before setting its budget.	8.0	11.3	↑	Below 7.5																						20.8		
5 ✓	% People agree there is good social care services available in the area	56.2	47.5	↓	44.0																						57.8		
6	% of people satisfied with their ability to get to/ access the facilities and services they need (within 15 to 20 minutes walk from their home) (NWBI/24)	85.2	75.4	↓	62.7																						91.9		
7 ✓	Satisfaction with child's primary school	90	84	↓	Below 81																						99		
8	Satisfaction with child's secondary school	69	89	↑	There are too many unreliable or missing data to compare across authorities																								
9 ✓	Yes can speak Welsh (NWBI/37)	43.6	37.8	↓	Below 8.1																			Same		66.0			
10 ✓	% of adults who speak Welsh daily and can speak more than just a few words (NWBI/36)	33.8	29.8	↓	Below 4.7																			Same		60.2			
11 ✓	Household in material deprivation (NWBI/19)	15.8	13.5	↑	17.8																						8.6		

In AR	Questions asked in the 2018/19 National Survey for Wales and available at Local Authority level NWBI - National Well-being Indicator	Has our result improved			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
		Previous available result	2018/19 survey result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results											
		Arrows start from our previous position															● ● to our 2018/19 position ■											
12	Keeping up with all bills and commitments without any difficulties - All Adults	58.2	62.7	↑	57.1																					77.9		
13	Keeping up with all bills and commitments without any difficulties - Pensioners	74	80	↑	73																					91		
14	Keeping up with all bills and commitments without any difficulties - Non-Pensioners	52	56	↑	49																					77		
15	Whether household has internet access	85.7	87.0	↑	79.7																					93.2		
16 ✓	% of adults who say their general health is Good or Very Good	69	66	↓	65																					78		
17 ✓	% of adults who say they have a longterm illness	50	53	↓	55																					38		
18 ✓	Adult Mental Well-being score (Out of a maximum score of 70)	50	51	↑	50																					53		
19	% of people participating in sporting activities three or more times a week (NWBI/38)	34.7	35.1	↑	20.0																					39.5		
20	% of adults that Smoke (combined 2 years result)	18.6	16.6	↑	21.9																					13.7		
21	% of adults that are E-cigarette users (combined 2 years result)	7.0	7.0	↔	10.5																					3.9		
22	% of adults that drink > 14 units a week (combined 2 years result)	20.9	19.9	↑	25.0																					13.4		
23	% of adults that ate 5 portions of fruit & vegetables a day (combined 2 years result)	20.0	18.6	↓	14.7																					31.7		

Questions asked in the 2018/19 National Survey for Wales and available at Local Authority level NWBI - National Well-being Indicator	Has our result improved			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
	Previous available result	2018/19 survey result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results											
				Arrows start from our previous position												● ● to our 2018/19 position ■											
24	% of adults that active for 150 minutes or more a week (combined 2 years result)	58.8	55.3	↓	35.3																					63.5	
25	% of adults that active for 30 minutes or less a week (combined 2 years result)	26.0	27.8	↓	54.1																					25.0	
26	% of adults that are overweight or obese (BMI 25+) (combined 2 years result)	57.8	61.7	↓	71.5																					48.3	
27	% of adults that are obese (BMI 30+) (combined 2 years result)	22.4	24.3	↓	31.5																					14.2	
28 ✓	% of adults that have one or less healthy behaviours (Based on the above measures 20-27) (combined 2 years result)	8.2	8.8	↓	15.9																					6.9	
29 ✓	% people who agree that there is good community cohesion in their local area (NWBI/27)	47.7	51.6	↑	38.1																					62.0	
30	% people who agree that they belong to their local area	70.4	70.4	↔	63.5																					83.8	
31	% people satisfied with local area as a place to live (NWBI/26)	88.8	88.4	↓	65.8																					94.0	
32 ✓	% people who feel safe (NWBI/25) (at home, walking in local area & when travelling in the dark)	78.7	76.1	↓	58.6																					89.4	
33	% people who feel safe at home after dark	98.4	96.8	↓	92.8																					99.1	
34	% people who feel safe in local area after dark	84.3	84.4	↑	70.4																					91.6	
35	% people who feel safe on public transport after dark	84.1	82.5	↓	66.8																					91.3	

In AR	Questions asked in the 2018/19 National Survey for Wales and available at Local Authority level NWBI - National Well-being Indicator	Has our result improved			22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
		Previous available result	2018/19 survey result	Improved ↑ Standstill ↔ Declined ↓	Worst results												Best Results											
		Arrows start from our previous position															● ● to our 2018/19 position ■											
36	% people who feel safe travelling by car after dark	95.9	96.6	↑	93.0																						98.4	
37	% people who feel safe walking alone in local green space	New for 2018/19	91.7	Not applicable	83.9																						99.1	
38	% people satisfied with quality of local green space	New for 2018/19	80.9	Not applicable	72.3																						93.1	
39	% people satisfied with the recycling collection service provided by Council	85.1	80.4	↓	62.9																						90.5	
40	% people satisfied with the level of dog fouling in the local area. 36.5% dissatisfied in Carmarthenshire	New for 2018/19	56.2	Not applicable	31.2																						73.0	
41	% people satisfied with the level of litter in the local area. 38.7% dissatisfied in Carmarthenshire	New for 2018/19	54.5	Not applicable	25.3																						72.3	
42	% people not concerend about flooding to their own property 13% were concerend in Carmarthenshire	New for 2018/19	87.0	Not applicable	81.2																						93.3	
43	% people not concerend about flooding to their local area 36.2% were concerend in Carmarthenshire	New for 2018/19	63.8	Not applicable	52.5																						84.5	



**How our
2018/19 results
for Public
Accountability
Measures
compare to
other Councils in
Wales**

Public Accountability Measures (PAM)

Page 92

The table below shows the following information on measures that all 22 councils in Wales have to collect:-

- Our 2018/19 result and whether it has improved on our 2017/18 result
- Our quartile (star rating) compared to other Council's in Wales
- Our Rank position for 2018/19 compared to our Rank position for 2017/18

The measures published by all councils in Wales		Has our result improved from 2017/18 to 2018/19		How good is our 2018/19 result?	22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
		Our 2018/19 result	Improved ↑ Standstill ↔ Declined ↓	★ = Bottom (Worst) ★★ = Bottom to Middle ★★★ = Middle to top ★★★★ = Top (Best)	Worst results												Best Results											
WBO1 - Help to give every child the best start in life and improve their early life experiences																												
1	% Children in care with 3 or more placements in the year (PAM/029)	10.4	↓	Not applicable	No comparative data published for this measure																							
2	Percentage of children satisfied with their care and support (PAM/027)	84.6	↑	Not applicable	No comparative data published for this measure																							
3	Percentage of child assessments completed in time (PAM/028)	87.2	↓	Not applicable	No comparative data published for this measure																							
WBO3 - Support and improve progress and achievement for all learners.																												
4	% Pupil attendance in primary schools (PAM/007)	93.9	↓	★	←																						95.2	
5	% Pupil attendance in secondary schools (PAM/008)	93.8	↓	★★																								95.0
6	Average Capped 9 score for pupils in year 11 (PAM/032)	363.1	↑	★★★★																								377.1
WBO4 - Reduce the number of young adults that are Not in Education, Employment or Training (NEET)																												
7	% of Year 11 Leavers not in education, employment or training (NEETS) (PAM/009)	1.8	↓	★★																								0.5
WBO5 - Tackle poverty by doing all we can to prevent it, helping people into work and improving the lives of those living in poverty																												
8	% of households successfully prevented from becoming homeless (PAM/012)	59.5	↓	★★																								82.4
WBO7 - Increase the availability of rented and affordable homes																												
9	% Private sector dwellings returned to occupation (PAM/013)	7.40	↑	★★★★																								14.07
10	Number of new homes created as a result of bringing empty properties back into use (PAM/014)	7	Not applicable	Not applicable	No comparative data available for this measure																							
11	Number of additional affordable housing units delivered per 10,000 households (PAM/036)	15.4	↑	Due November 2019																								

	The measures published by all councils in Wales	Has our result improved from 2017/18 to 2018/19		How good is our 2018/19 result?	22 nd 21 st 20 th 19 th 18 th 17 th 16 th 15 th 14 th 13 th 12 th 11 th 10 th 9 th 8 th 7 th 6 th 5 th 4 th 3 rd 2 nd 1 st																							
		Our 2018/19 result	Improved ↑ Standstill ↔ Declined ↓	★ = Bottom (Worst) ★★ = Bottom to Middle ★★★ = Middle to top ★★★★ = Top (Best)	Worst results												Best Results											
						Arrows start from our 2017/18 position												to our 2018/19 position										
12	Average number of calendar days taken to complete all housing repairs (PAM/037)	14.6	↑	★★	Comparative data only available for 11 authorities.																							
13	% of homes that meet the Welsh Housing Quality Standard (WHQS) (PAM/038)	100.00	↔		Due November 2019																							
14	% of rent lost due to properties being empty (PAM/039)	2.9	↓	★	Comparative data only available for 10 authorities.																							
WBO8 - Help people live healthy lives (Tackling risky behaviour and Adult obesity)																												
15	% of Quality Indicators (with targets) achieved by the library service (PAM/040)	57.5	↑		Due November 2019																							
16	Visits to Sport & Leisure facilities per 1000 population (PAM/017)	8,401	↓	★★	5201																			13340				
17	% of people referred to the National Exercise Referral scheme that complete the 16 week programme (PAM/041)	55.1	↑		Due December 2019																							
18	% of NERS clients whose health had improved on completion of the exercise programme (PAM/042)	Result not available	Not applicable		Due December 2019																							
19	% Food establishments that meet food hygiene standards (PAM/023)	95.77	↓	★★★	92.28																			99.19				
WBO10 - Support the growing numbers of older people to maintain dignity and independence in their later years																												
20	Days taken to deliver a Disabled Facilities Grant (PAM/015)	157	↑	★★★★	298																			126				
21	Rate of people kept in hospital while waiting for social care per 1,000 population aged 75+ (PAM/025)	4.21	↓		No comparative data published for this measure																							
22	Percentage of adults satisfied with their care and support (PAM/024)	84.6	↓		No comparative data published for this measure																							
23	Percentage of carers that feel supported (PAM/026)	64.4	↓		No comparative data published for this measure																							
WBO12 - Looking after the environment now and for the future																												
24	% of all planning applications determined in time (PAM/018)	72.6	↑	★	99.7																							
25	% of planning appeals dismissed (PAM/019)	71.4	↑	★★★★	37.5																			90.0				

Page 94	The measures published by all councils in Wales	Has our result improved from 2017/18 to 2018/19		How good is our 2018/19 result?	22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
		Our 2018/19 result	Improved ↑ Standstill ↔ Declined ↓	★ = Bottom (Worst) ★★ = Bottom to Middle ★★★ = Middle to top ★★★★ = Top (Best)	Worst results												Best Results											
		Arrows start from our 2017/18 position																	to our 2018/19 position									
26	% of streets that are clean (PAM/010)	91.5	↓	★	85.7																							99.4
27	Average number of working days taken to clear fly-tipping incidents (PAM/035)	2.3	↓	★★★	6.2																							0.2
28	Kilograms of municipal waste that is not reused, recycled or composted during the year per person (PAM/043)	179.7	↓																									
29	% Municipal waste reused, recycled or composted (PAM/030)	58.94	↓																									
WBO13 - Improve the highway and transport infrastructure and connectivity																												
30	% A roads that are in poor condition (PAM/020)	5.2	↓	★	6.3																							1.7
31	% B roads that are in poor condition (PAM/021)	4.2	↓	★★★	6.5																							1.4
32	% C roads that are in poor condition (PAM/022)	12.5	↓	★	21.6						Same																	3.0
WBO14 - Promote Welsh Language and Culture																												
33	% of pupils assessed in Welsh at the end of the Foundation Phase (PAM/033)	53.5	↓	Not applicable	No comparative data published for this measure																							
34	% of year 11 pupils studying Welsh (first language) (PAM/034)	44.9	↑	Not applicable	No comparative data published for this measure																							
WBO15 - Building a Better Council and Making Better Use of Resources																												
35	Number days lost due to sickness absence. (PAM/001)	9.8	↑	★★★	12.7																							8.3
<p>Please note that not all Well-being Objectives (WBO) have allocated National Measure(s) An explanation on all of the above results can be viewed on the relevant Well-being Objective <i>links to detail progress reports</i> .</p>																												

Our Regulatory Reports

The following list of regulatory reports were issued during the last twelve months:



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

LOCAL REPORTS

[Local Government Use of Data \(Jan 2019\)](#)

[Well-being of Future Generations examination - WBO 2 \(Feb 2019\)](#)

[Service User Prospective Review: Online Services \(May 2019\)](#)

[Review of Risk Management \(July 2019\)](#)

[Annual Improvement Report: 2018-19 \(Sep 2019\)](#)

NATIONAL REPORTS

[Procuring Residual and Food Waste Treatment Capacity \(Oct 2018\)](#)

[Local Government Services to Rural Communities \(Nov 2018\)](#)

[Provision of Local Government Services to Rural Communities: Community Asset Transfer \(Nov 2018\)](#)

[Waste Management in Wales: Municipal Recycling \(Nov 2018\)](#)

[The Maturity of Local Government in Use of Data \(Dec 2018\)](#)

[Waste Management in Wales: Preventing Waste \(Mar 2019\)](#)

[The Effectiveness of Local Planning Authorities in Wales \(Jun 2019\)](#)



Feedback from the Future Generations Commissioner for Wales on our Self-reflection

We were requested to complete a self-reflection tool on our progress on our Well-being Objectives. In July 2019 we received the following feedback on our Assessment. This feedback was received too late to inform Annual Reporting for 2018-19 and will be addressed in future reporting.

Assessment of general progress:

- Overall, you're making good progress and we welcome your work to consolidate your plans into one, as part of a more integrated approach.
- In your Annual Report, there are success measures attached to each well-being objective, but it does not clearly set out the steps expected on the journey. Rather, it reports on what appears to be separate initiatives that sit under each objective, in some instances describing the specific programme, in others, explaining the results the initiative achieved. It does not describe what is being done differently as a result of the WFG Act, and **we would like to see evidence of this in future reporting. We recommend you consider describing success in accordance with the Commissioner's expectations set out in the 'Well-being in Wales: journey so far' report.**
- There is a clear understanding of, and commitment to, the 5 Ways of Working. Despite this, there is still a sense of separate and disparate programmes across the Council. In future reporting, **we would like a better sense of how these good examples come together to form a coherent picture of how you're improving well-being in Carmarthenshire.**
- Similarly, you've said you have pockets of good practice but need to consolidate across all services. Your intention to introduce an integrated impact assessment process, including a requirement for maximising contribution to your Well-being Objectives and the 5 Ways of Working, should help drive this.
- You've highlighted how objective 15 will enable you to deliver against the 7 corporate areas of change, and **we expect to see evidence in future reporting on how you have begun to adapt your ways of working** in relation to areas such as longer term financial planning, joint resourcing with other public bodies, procuring goods in ways that support economic, social, environmental and cultural well-being, and planning your workforce for the future.
- Your work enabling people to access facilities and services they need was reflected in the National Survey for Wales satisfaction results (3rd best in Wales). However, involvement is your lowest scoring way of working (5.5/10). We're shortly publishing 'a journey towards involvement', which will provide advice on the steps you can take to help demonstrate good involvement, and we look forward to seeing progress in this year's reporting.
- We welcome your progress on integrating health and social care, with regulators praising it as being 'very good', and the work of your Rural Affairs Task group, a new approach described as very promising. You've also highlighted strong examples supporting objective 8 (Help people live healthy lives). For example: the Wellness and Life Science Village project, described as one of the first developments of its kind in the world, which includes a primary care centre and landscaped spaces for walking and cycling and children's play area/spaces for outdoor performing arts; your efforts towards Carmarthenshire becoming 'the hub of Cycling in Wales' with a newly refurbished Velodrome, Closed Road Circuit at Pembrey, Tywi Valley Cycle Path and expanding network of Active Travel routes; your Health and Wellbeing programme, encouraging and supporting employees to make positive lifestyle changes and take responsibility for their health, through provision of advice, support, events and activities. **These are encouraging, and we expect to see progress reflected in future reporting.**

The Future Generations Commissioner for Wales - Expectations of Annual Reports

In May 2018 The Future Generations Commissioner for Wales published her report on '*Well-being in Wales: the journey so far*'. She set out 9 key expectations for Annual Reporting. This guidance will continue to inform future Annual Reports

Future Generations Commissioner for Wales Expectations of Annual Reports and how we meet them. Published May 2018

Well-being in Wales: the journey so far –May 2018 by Future Generations Commissioner for Wales

Expectation 1: Well-being objectives and goals

We set out our Well-being Objectives and the steps we were going to take to meet them in our Well-being Objectives.

Expectation 2: Sustainable development principle

We are embracing the *sustainable development principle* and trying to improve the economic, social and environmental and cultural well-being of Carmarthenshire, whilst ensuring the needs of the present are met without compromising the ability of future generations to meet their own needs.

We have brought together our previous *Corporate Strategy, Improvement Plan, Well-being Objectives* and the New Administrations *5 year plan* into a *New Corporate Strategy*. These objectives are cascaded into *Service Business Plans* to ensure maximum contributions of Services to achieving our Well-being Objectives. Service Business Plans explain how they use the 5 ways of working in how they do business.

Expectation 3: Looking ahead

Change takes time. Our New Corporate Strategy consolidates a number of plans together and links to our *vision for sustainable services for older people for the next decade and Affordable Homes Strategy*.

Expectation 4: Tracking progress

For each of our Well-being Objectives we set ourselves detailed action plans and targets, Throughout the year we monitored our progress through an in-house developed Performance Information Monitoring System (PIMS) on a quarterly basis. Each Service and Department reviewed progress and the Councils' Executive Board and Corporate Management Team made sure things stayed on course. Twice a year progress was also reported to Scrutiny Committees for challenge.

Expectation 5: Applying and implementing the Act

The guidance to the Act set out where change needs to happen in seven corporate functions – corporate planning, financial planning, risk, workforce planning, assets, procurement and performance management. We cover this in Well-being Objective 15a & b.

We have integrated this approach with our Annual Governance Statement that adopts the CIPFA/SOLACE -7 Principles of delivering good governance in local government –Wales updated to include the Well-being of Future Generations Act.

Our Corporate Governance Group is responsible for progress.

Expectation 6: Self-reflecting

The Act requires us to review the continued relevance of our Well-being Objectives annually.

	Forward Planning	Reporting Self-Reflecting	Review
2017-18	Well-being Objectives 2017-18	Annual Report on Well-being Objectives 2017-18	<p><i>#1 Consultation</i></p> <p>The set we published by March 2017 as required by the Act were reaffirmed by the newly elected administration following May 2017 local government elections with the addition of another Well-being Objective – <i>Promoting Welsh Language and Culture</i>.</p> <p>Following publication of the Welsh Governments' new Well-being Objectives we did a desk top exercise to evaluate our Objectives and felt they should remain the same.</p>
2018-19	New Corporate Strategy 2018-23	Annual Report on Corporate Strategy 2018-19 To be published Oct 2019	<p><i>#1 Consultation</i></p> <p>Consolidating 4 plans into 1 Also added Well-being Objective 15 <i>Building a Better Council</i></p>
2019-20	Corporate Strategy Refresh 2018-23		<p><i>#1 Consultation</i></p> <p>See <i>Appendix 1</i> on refresh</p>
#1 Consulted on all Well- being Objectives as part of budget consultation			

Expectation 7: Collaboration with other Public Bodies

At the May 2018 Carmarthenshire Public Services Board (PSB) the first Carmarthenshire Well-being Plan was approved. The PSB established a series of Delivery Groups in order to make progress against the identified Well-being Objectives.

Objective	Approach	Led By
Healthy Habits	Co-ordinated Campaigns	Hywel Dda University Health Board
Healthy Habits	Environmental Risk Assessment	Natural Resources Wales
Early Intervention	Changing the Model of Delivery	Mid and West Wales Fire and Rescue Service
Strong Connections	Innovative Community Assets	Carmarthenshire's Association of Voluntary Services
Prosperous People and Places	Education and Employment / Procurement Procedures	Carmarthenshire County Council
Safer Communities		Carmarthenshire County Council

Page 98
 Inherent in all the approaches and steps required is a need for a cultural shift in behaviour.

Expectation 8: Accountability

We reported to Executive Board Members on a quarterly basis on the steps we were taking to meet our Well-being Objectives and we set up interactive reports on our Performance Information Management System for the Executive Board Members responsible for each objective.

We reported to each of the 5 Scrutiny Committees - twice each during the year.
We will explore how to involve people in the co-production of our Annual Reports and self – evaluation.

Expectation 9: Making your reports clear

Members have found the plan to be helpful and clear:

DRAFT



We would welcome your feedback,
please send your thoughts, views and opinions to:



Performance Management
Regeneration and Policy
Chief Executive's Department
County Hall
Carmarthen
Carmarthenshire SA31 1JP



Tel: **01267 224486**
Email: **performance@carmarthenshire.gov.uk**



Follow us and add your comments on the **[Council's Facebook](#)** page



Follow this plan and add your Tweets on our **[Twitter](#)** page - **#CarmsReport**

EXECUTIVE BOARD 23RD SEPTEMBER, 2019

ANNUAL REPORT OF THE STATUTORY DIRECTOR OF SOCIAL SERVICES ON THE PERFORMANCE OF SOCIAL CARE SERVICES IN CARMARTHENSHIRE 2018/19

There is a statutory requirement for the Director of Social Services to report annually to their Council on the delivery and performance as well as plans for the improvement of the whole range of Social Services.

This is the annual report by the Director of Social Services on the performance of our Social Care Services in the county and sets out the progress made on areas identified for improvement in last year's report and highlights those areas to be developed in the current year. It relates to performance for the year 2018/19.

This report provides Members with the opportunity to question the content and gives an opportunity for the Statutory Director to consider any comments elected Members may have for the future.

RECOMMENDATIONS/KEY DECISIONS REQUIRED:-

That the Annual report of the Statutory Director of Social Services on the performance of Social Care Services in Carmarthenshire 2018/19 be approved.

REASONS:

Political scrutiny of this report is considered by the Director to be an important element in the development process.

Relevant Scrutiny Committee to be consulted: YES –

Scrutiny Committee for Social Care & Health – 3rd July, 2019

Scrutiny Committee for Education & Children – 4th July, 2019

EXECUTIVE BOARD/COUNCIL/COMMITTEE:

Social Care & Health Scrutiny Committee – 3rd July, 2019 & Education & Children's Services – 4th July, 2019 Recommendations/Comments:

RESOLVED that that the Draft Annual Report of the Statutory Director of Social Services on the Performance of Social Care Services in Carmarthenshire 2018/19 be received.

Executive Board Decision Required: YES – 23rd September, 2019

Council Decision Required YES – 9th October, 2019

Executive Board Member Portfolio Holder:

Cllr. J. Tremlett (Social Care & Health Portfolio Holder)

Cllr. G. Davies (Education & Children's Services Portfolio Holder)

Directorate Communities Name of Head of Service: Jake Morgan	Designation: Director of Community Services (Statutory Director of Social Services)	Tel Nos. 01267 224698 E Mail Address: JakeMorgan@carmarthenshire.gov.uk
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EXECUTIVE SUMMARY
EXECUTIVE BOARD
23RD SEPTEMBER, 2019

**ANNUAL REPORT OF THE STATUTORY DIRECTOR OF SOCIAL SERVICES
ON THE PERFORMANCE OF SOCIAL CARE SERVICES IN
CARMARTHENSHIRE 2018/19**

The Annual Report examines each Service area within Social Care and shows how service strategies, actions, targets and service risks will be addressed and delivered operationally by the service this year based on the approved budget.

The Annual Report (attached) comprises an overview provided by the Director of Social Services, which provides information on how we have performed in 2018/19 and an assessment on the future, together with our strategic priorities for 2019/20.

The Report links closely with the Directorate Business Plans for Community Services and Education & Children's Services departments.

Following publication of the report to the public (after it has been presented to full Council), Care Inspectorate Wales (CIW) and Welsh Government will complete their analysis and review of the report. There will be a formal meeting with CIW in October to discuss their analysis and proposed plan. This will be followed by an Annual Letter to Council in late November/early December, confirming their analysis and inspection plan. The process will link in closely with the Wales Programme for Improvement and the Annual Letter from the Wales Audit Office.

All improvement actions will be monitored through the PIMS electronic record and will be reported as part of the performance management framework.

DETAILED REPORT ATTACHED?

YES – Annual Report 2018/19

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Jake Morgan

Director of Social Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	YES	YES	YES	YES

1. Policy, Crime & Disorder and Equalities

The Annual Report will be an important contribution to the Council's Improvement Plan

2. Legal

The Annual Report forms an important part of the statutory duties of the Director of Social Services:

“The Director will present to Council, publish and report on an annual statement of plans for performance and improvement”

3. Finance

The financial implications are included in the report. Budget pressures are identified clearly.

4. ICT

The PIMS system will be used to provide evidence of the Annual Report. Comment is made in the body of the report as to the need to better integrate Health & Social Care IT.

5. Risk Management Issues

Key risks have been addressed in this report with a link to the departmental and corporate risk register.

6. Physical Assets

Physical assets are included in this report in relation to service delivery

7. Staffing Implications

Workforce is a critical element included in the report. In particular, the development and retention of social workers to ensure that they continue their professional development and remain with Carmarthenshire.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Jake Morgan Director of Social Services

1. Scrutiny Committee – The report was considered at meetings of the Scrutiny Committee for Social Care and Health on 3rd July, 2019 and Education & Children Services on 4th July, 2019.

2. Local Member(s) Not applicable.

3. Community / Town Council Not applicable

4. Relevant Partners Not applicable

5. Staff Side Representatives and other Organisations Not applicable

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

THERE ARE NONE.

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Annual Statutory Director's Report on the Performance of Social Services

DRAFT

Director's Overview

2018/19



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1 Introduction by the Statutory Director of Social Services



As the Council's Statutory Director of Social Services, it is a requirement by Care Inspectorate Wales (CIW) and the Social Services and Well-being (Wales) Act 2014 to report annually on the performance of social services for adults and children. This is my fourth report as a Director for Carmarthenshire and my sixth as a Statutory Director of Social Services.

I am pleased to be able to report that whilst there is increasing demand for services, Carmarthenshire County Council continues to provide a range of good quality Social Care Services.

In 2019 we faced an unprecedented level of pressure on budgets and services. In the last four years we exceeded all expectations in managing demand across children and adult social care with budgets underspending over the last two years and only a very small overspend in key pressure points. Despite this the recent inspection of older people found that "people routinely told us they were satisfied with the services that helped them". CIW 2019.

In Children's Services investment in prevention and innovation in Social Work practice have reduced the total number of looked after children to amongst the lowest in Wales. This management of demand is even more impressive as the rest of Wales has seen significant growth in both costs and numbers related to this client group. The service continues to aim for a further reduction in numbers although this is unlikely to deliver cashable savings as alternative preventative options cost more to maintain. The relative base budget in Children's services remains low and inflation in the care sector gives few places to go for further savings without difficult decisions that would risk costing more in the long term. Thus being creative to reduce demand and costs will be critical over the coming years.

In adult social care our primary pressure is in containing demographic growth of 3.4% in need and high levels of inflation in the care sector. Most spend is in the residential and domiciliary care sectors. Demographic growth is primarily from a growing population of older people, in particular those over 85 living with chronic illnesses. Despite this demographic growth the number of hours of domiciliary care has reduced by 4.5% since 2015. Had the service provision grown by population demographics we would require an estimated additional funding of £2.5 million a year. When put together with the effect of our new more efficient commissioning model (introduced in 2015) the service would require an additional 5 million a year were it to commission the same number of hours as it did in January 2015. Beyond this year there are only limited savings to be taken from this area. A priority will be to make our in house service more efficient as its proportion of the overall domiciliary care market grows.

We have been less successful at the reduction in residential care but growth in the last two years of approximately 5.1% compares well against a population growth of 6.8% in the same period. However, inflation costs in the sector remain challenging as minimum wages continue to grow at a high annual rate. My view is that our overall numbers have some scope for further reduction as we improve systems that support people at home. A key priority will be to improve occupancy in our in house services to further contain costs.

Whilst there is room for some improvement, the educational attainment of looked after children in Carmarthenshire has been consistently above the all Wales average for a number of years. In 2018, Welsh Government indicated that Carmarthenshire achieved many of the best educational outcomes for looked

after children and care leavers in Wales.

We have a long term commitment and focus on family support which has served the authority well. This approach has seen 82% of children in the service supported to live at home and 19.8% of children returned home from care, nearly double the rate of the Welsh average.

Our Youth Offending Service continues to perform well with very low custody rates for young people, and a good partnership with the police that has reduced custody demands and created more effective innovations for lower level offences. The service has been served well by a restructuring that aligns it with the counties youth service.

Foster carer recruitment has been a focus and we will need to continue to improve this area if it is to give us the placement choice we need.

We have prided ourselves on our ability to manage data with the Wales Audit Office (WAO) commenting last year that:

"The authority has experienced benefits of making data-led decisions – live modelling of "real time" adult social care activity, costs and service demand within the budget consultation process." Further development of this work will help the authority and extend the benefits of data-led decisions to all service areas."

However, our systems must modernise and in the next year we will fully implement our new software for our domiciliary care service improving the effective deployment of care workers to become more efficient.

Domiciliary care, when delivered efficiently, supports vulnerable adults to live independently at home for as long as possible. This saves money in hospital and residential care costs.

A National review of Domiciliary Care in Wales carried out in the summer 2016. David Francis, Assistant Chief Inspector quoted:

"Carmarthenshire in our view were the most advanced in taking forward sustainable, outcome focussed approaches to commissioning" "It's not revolutionary but it is innovative and progressive"

In December, Allied Care, who provided more than 10% of our service, collapsed. Through good planning and some additional investment, we acted decisively by bringing the service in-house to provide vital stability to the workforce and service users. We now have an in-house service that serves close to a third of the market. Moving forward, we will have to consider very carefully how we partner with the best of the private sector to bring innovation and efficiency, whilst ensuring that our in-house services are well-placed to provide stability and quality in an unstable market. The transfer of this service in-house has been challenging for the service and it will take the rest of 2019 for the service to integrate in every way.

A new framework for domiciliary care provision will be a priority in the next 18 months. As part of this we will have a dialogue within the council as to what proportion of care should be delivered directly by the local authority. A prerequisite to increasing the proportion of care delivered through the local authority is by increasing efficiency.

During 2019-21, our now outdated management information database will be upgraded and implemented across children and adults social care which will deliver a substantial change for us in terms of technology. The new system upgrade, Eclipse will enable increased efficiency for workers and closer integration with our partner agencies. It will also enable us to demonstrate better management oversight of casework and crucially to be able to demonstrate this on the case record. We are not yet implementing the national WCCIS system as our analysis shows key shortfalls in the governance and functionality of this nationally procured system. We will keep a watching brief on this.

Performance management remains strong across adults and children's with the WAO commenting in 2017 "that the Authority has well established and accessible performance management monitoring arrangements in place, mainly through its performance management systems PIMS which is used to track and assess service changes and evaluate their impact.

The introduction of qualitative measures and reporting in any area in performance management that can be improved. We have been innovative within our prevention services which support recovery and rehabilitation. The creation of the unique Llesiant Delta Wellbeing, our arm's length (wholly council owned) Telecare Company, was initiated to protect jobs and services. As the model for Telecare changed we, as a local authority were unable to trade and faced the very real prospect of the service declining and ultimately being provided by call centre services that are usually located outside Wales. The success of the first year has exceeded all expectations, as the service is not only financially self-sustaining but is also expanding and now employing an additional fifteen people. It has done this whilst protecting all terms and conditions of staff resulting in the better retention of staff than ever before. As a result of this investment, we can compete with the private sector on quality, not cost and we are demonstrating innovation in the use of technology. It is a service that is wholly bilingual and is now truly able to provide an active offer to Wales's most vulnerable service users.

Plans in the coming months will include opening a second office in Carmarthen, as the benefits of what is becoming a thriving business are spread throughout the county.

A wide range of services, information and advice for carers is now in place. However, feedback from carers indicate that there is much more to be done and this will be a priority in the coming year. The CIW agreed with this view during the recent inspection noting that we should "ensure a sufficient range of services to carers is available across the local authority".

The development of initiatives such as "Carmarthenshire is Kind" and "Dementia friendly Communities", is also beginning to make a difference, as many of our communities seize on these initiatives to enhance their community's resilience. However, the evidence of these initiatives reducing statutory demand is not yet evident.

Within Mental Health and Learning Disabilities, demand continues to grow. There is an increasing number of children and adults with a disability who are living longer as health services support people with chronic health conditions or disabilities better than ever before. Service users' expectations of independence have rightly grown; many of our building-based residential and day services have become increasingly outdated as families and service users demand services to maximise their independence.

Historically, Carmarthenshire has spent too great a proportion of its budget on residential care for adults with mental health and/or learning disabilities. We have had more than 100 people in residential care placements over many years. We now have a programme in place to provide tailored community services to the most vulnerable adults with a disability. Through this development of high support levels in the community, we have seen a reduction of 8% amongst the number of adults in a residential care setting. We expect several other high support community-living projects to be developed in the coming year. These will both reduce spend in out of county residential care and release funding for further investment in community support.

We have continued our transformation programme of day provision across mental health and learning disabilities. This has involved re-designing the service's purpose to fulfil peoples' wishes, whilst diverting from traditional care and activity to community engagement and independence and support more people than ever before with innovative programmes of care and activity. The increase in spend on direct payments, whilst challenging for our budgets, allows many users to make choices about what services they want, when they want it. In doing so, we meet need earlier, prevent crisis and support carers to continue their vital work.

We have had some success signposting calls from statutory services through the introduction of our Information, Advice and Assistance Service (IAA).

This area needs more work to clarify pathways and ensure people get the right advice and help at the right time. A full service review of this service is underway to ensure we maximise the models potential.

I am the Chair of the Mid and West Wales Regional Safeguarding Children's Board (CYSUR). This is a strategic partnership that consists of statutory and non-statutory agencies who have the responsibility to ensure the people and citizens of Mid and West Wales are appropriately safeguarded. The CYSUR Safeguarding Board works very closely with the Mid and West Wales Regional Safeguarding Board for Adults (CWMPAS).

The board has continued to mature in the last year with the all age agenda of adult and child safeguarding now firmly established and embedded into the board's structure and governance processes at an executive and sub group level.

Effective co-operation and challenge are part of everyday business "Safeguarding practice across a multi-disciplinary group is collaborative, there are good working relationships at strategic and operational levels". CIW 2019. The year has seen the completion and launch of a number of key projects including the regional Violence against Women, Domestic Abuse and Sexual Violence (VAWDASV) strategy Safer Lives, Healthier Relationships, the Regional Threshold Document for Adults at Risk and the Regional Training Strategy. All of these are now starting to directly impact upon safeguarding professional safeguarding practice.

Identifying and disseminating lessons learned from case reviews has been a key focus for the board in the last year. The publication of further child practice reviews and the development and implementation of a regional forum for the undertaking of multi-agency professional forums has helped develop a culture of learning amongst our multi-agency safeguarding practitioners.

As a board we have continued to champion the agenda for children who are electively home educated and welcome government proposals to strengthen safeguards via the introduction of statutory guidance although are keeping a watching brief as to the government's approach in this area.

Lessons on how sensitive services are managed, the critical need to retain frontline staff and for agencies to avoid disproportionate and unrealistic budget cuts are all lessons that Carmarthenshire and the region has taken from the experience of Powys. I am confident that the safeguarding board is now in a stronger position to challenge partners.

I am proud of our commitment and motivated workforce in particular the findings of the CIW 2019 that our social work practice was "characterised by compassionate practitioners working well to identify what matters to the person".

I would like to thank all staff and services for their excellent contribution, often under challenging circumstances. Their work is critical in supporting the most vulnerable people in our community.

Jake Morgan,

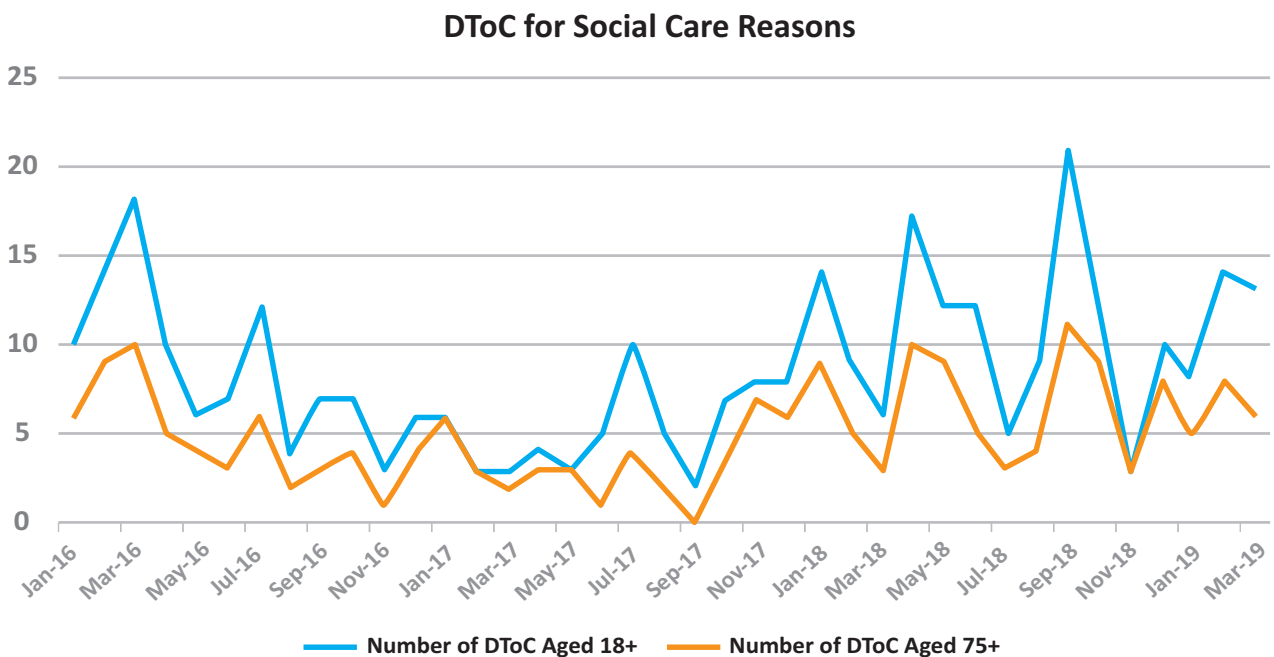
Statutory Director of Social Services

2 Summary of Performance

Adult Services Performance

The total number of people we supported during the year was 5,189 (Adults aged 18+) with a total number of 7,658 commissioned services.

The graph below is a demonstration of the rate of delayed transfers of care for social care reasons per 1,000 population by age 18+ and 75+ within Carmarthenshire.

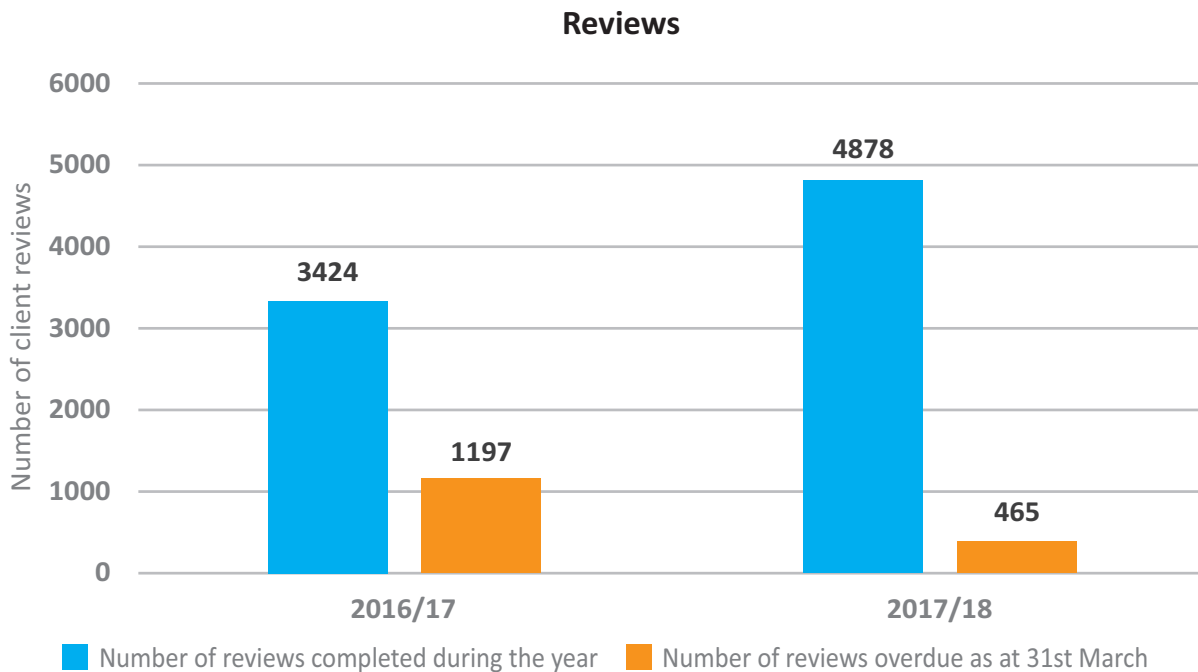


There has been a slight increase in delayed transfers of care for social care reasons, although numbers remain the same as the previous years. The primary reasons are the increased complexity exacerbated by the conditioning of the elderly when in hospital and the overall under-supply of domiciliary care. The number of older people delayed in hospital for social care reasons is a very small proportion of those overall delays within the health system. A key improvement needed to reduce delays in hospital is to improve nursing and therapy practice in hospital to improve the mobility of individuals when they are admitted thus reducing the need for care.

Reviews

At the end of the financial year the number of outstanding statutory reviews requiring completion are low across the department, with data showing a significant improvement in performance compared to 2016/17.

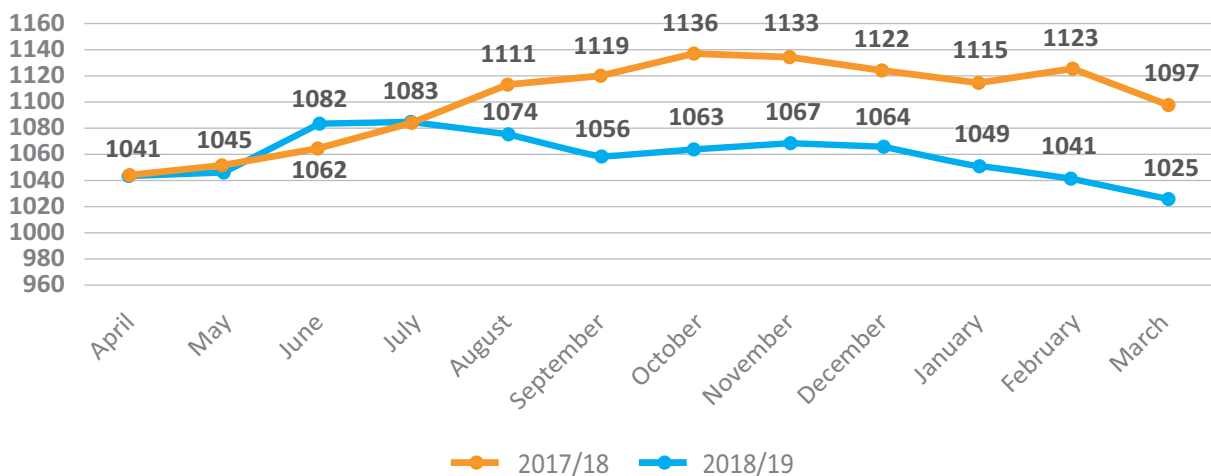
The Older Adults division have completed a total of 3,251 reviews, with 465 reviews outstanding as of the end of March. The Mental Health, Learning Disabilities and Complex Needs division have undertaken a total of 1,627 reviews, with 3 reviews outstanding at the end of the financial year. This is the best it has been for many years.



Residential Care

Increased admissions to long term residential care from 1041 to 1097. This year's data depicts an upward trend in number of admissions when compared to 2017/18's data.

Number of clients in residential care placements at month end

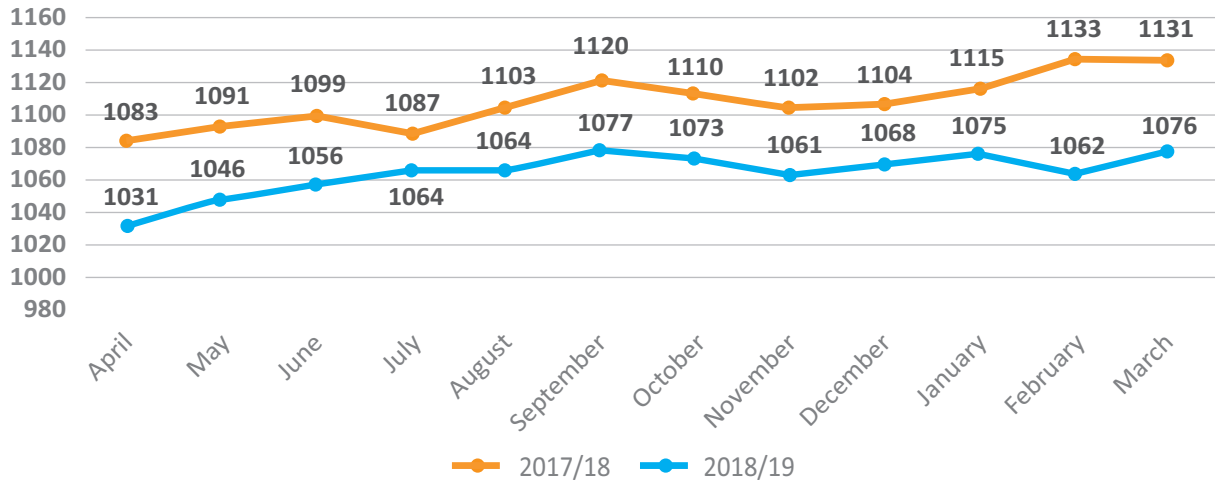


Average length of stay in residential care was 912 days in 2018/19, up from 860 days in 2017/18.

Domiciliary Care

2017/18 showed a rise in commissioning of domiciliary care from 1031 to 1076 clients. This increase was continued in 2018/19 with a rise from 1083 to 1131.

Number of clients receiving domiciliary care at month end



Re-ablement

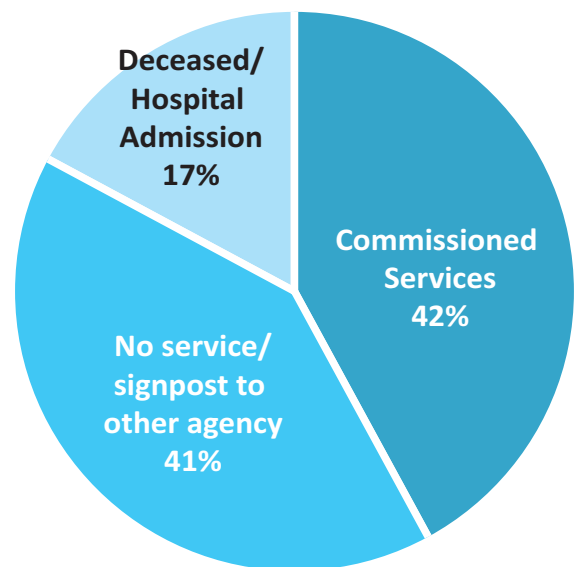
Following a re-ablement intervention, 41% of service users were successfully discharged with no service needs. 42% progressed to receive a care and support plan for long term services although domiciliary care was provided the number of commissioned hours were reduced. Whilst this is positive there is scope for improvement.

Assessments

We completed more assessments this year than last. The number of assessments completed for adults/carers were:

Adult SSWBA assessments completed = **5,147**
 Carers SSWBA assessments completed = **387**

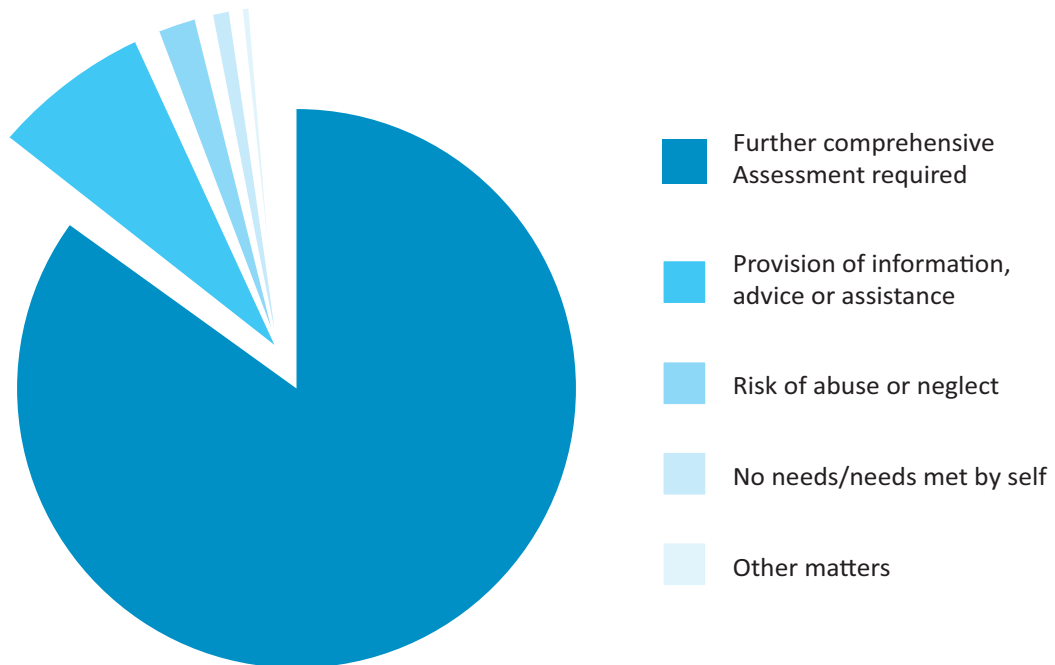
Re-ablement outcomes 2017/18



Information Advice and Assistance

The IAA service took a total of 10,565 calls, assisting and advising 6,244 people.

IAA Outcomes



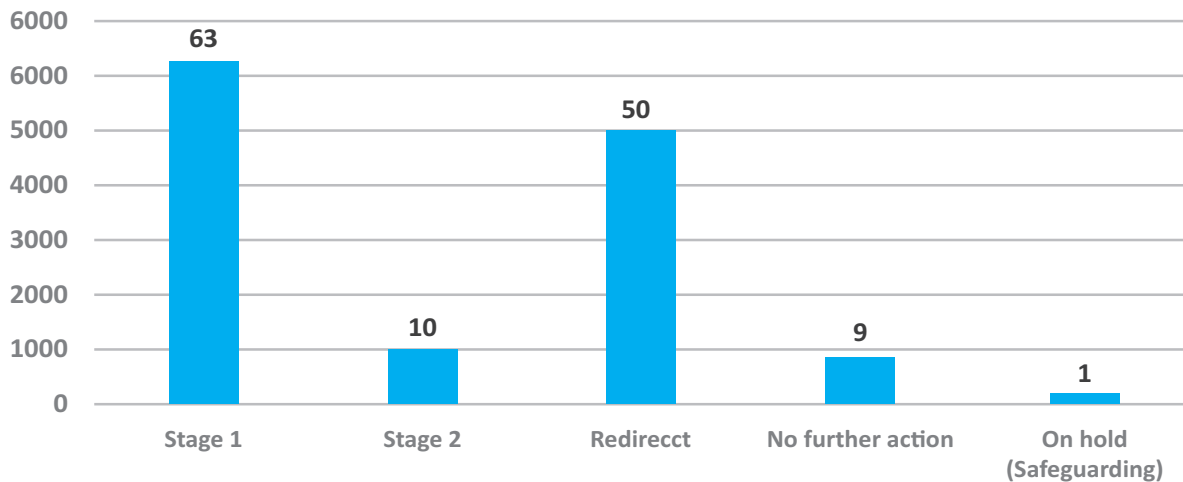
12 % of assessments conducted by the IAA service resulted in information and advice. Improving this rate so that people get the right advice at the right time with appropriate management oversight will be a priority in the coming year. Thus in the coming year we will review this new service to ensure we have sufficient management oversight and that it delivers good value for money. In Children’s service our centralised assessment team for the county continues to deliver a timely response to the public.

Complaints and Compliments

We always strive to resolve complaints at an early stage ensuring face-to-face meetings with complainants. When a new complaint is received, service managers are informed at an early stage to help them identify any issues, and this provides us with useful feedback. The complaints and compliments received from service users and their families help us determine areas in which we could improve and areas in which we are performing well.

During 2018/19, the number of individuals who received a service was 5,189 (Adults aged 18+). The number of complaints received in regards to adult social services were 133 and the number of compliments received was 152. Of these complaints 47% were investigated at the local resolution stage 1, and 8% proceeded to a stage 2 formal investigation. 38% of complaints received were logged as redirected either as the complainant did not wish to go through a formal complaints procedure or as the complaint did not fall under the statutory requirements. 7% were logged under the category of no further action.

Number of adult social care complaints received during 2018/19 (Total = 133)



DoLS

Performance in relation to Deprivation of Liberty Safeguards has improved significantly over the year. The Supreme Court Judgement lowering the threshold for DoLS in 2014 has had a significant impact on the social work teams with the number of referrals increasing tenfold in Carmarthenshire. As of March 31st, the current waiting list figure for a DoLS assessment is 386, this is down from 623 the previous year and reflects the national position.

Safeguarding

Safeguarding processes have been streamlined and new systems introduced to monitor performance more effectively and to enable more informed and timely decisions. The percentage of adult protection enquiries completed within the 7 day timeframe has increased from 75.3% in 2016/17 to 92.54% in 2017/18 and 95.47% in 2018/19

Adult Care Survey Results

Following implementation of the Social Services and Well-being Wales Act, Local Authorities are required to collect information about people who use their Social Care Services via an annual questionnaire.

The survey was conducted between November 2018 and January 2019. Recipients received the questionnaire via post after being randomly selected from our CareFirst system. All recipients had a support plan or were receiving services from the local authority.

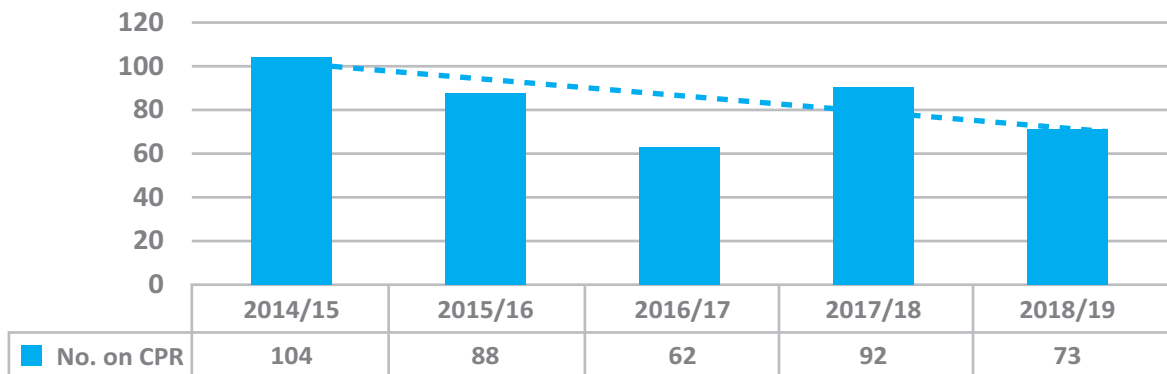
The number of responses to the survey was 634. We received 608 surveys in English and 26 responses were received in Welsh.

- 89% felt that they live in a home that best supports their well-being
- 49% answered 'Yes' they could do the things that were important to them.
- 53% felt that they were part of a community.
- 86% were happy with the support they received from family, friends and neighbours.
- 83% stated they felt safe from any kind of abuse, physical harm or from falling both inside and outside their home.
- 79% of people stated they thought they had the right information or advice when needing it.
- 78% of respondents were involved in decisions.
- 93% felt they were treated with dignity and respect.
- 85% were happy with the care and support they had received
- 70% made their own decision to live in the Care Home.

Children Services Performance

The number of children on the child protection register has continued to fluctuate with this year having reduced significantly to 73 (as at 31/3/19) compared to last year at 92. This is an excellent result and evidences the work undertaken with children and families to reduce risk and ensure safety plans are being managed effectively across the Signs of Safety model or working together with systemic practice and family network meetings at an early stage. The process is more interactive and enables families to participate in an open and honest manner, building on strengths.

Children on the Child Protection Register (CPR) as at 31st March



84.6% of children were satisfied with their care and support (compared to 80.7% 2017/18)

Reviews undertaken during 2018/19:



98.7% Child Protection Reviews were completed in timescales (compared with 95.7% during 2017/18)



90.6% of Looked After Children Reviews were completed in timescales compared with 88.9% in 2017/18



80.8% of Care & support Reviews were completed in timescales compared with 71.2% in 2017/18

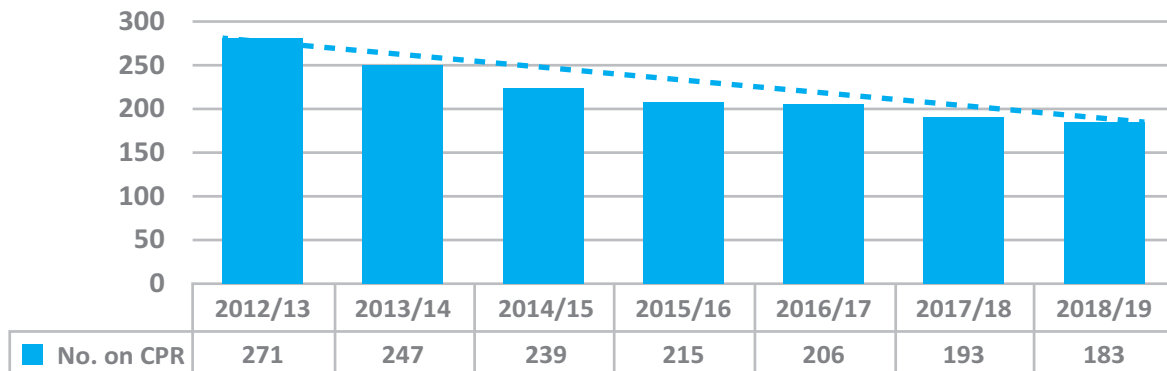
All of the above are multi-agency reviews. They may need to be cancelled at short notice due to numerous reasons e.g. insufficient agency attendance, sickness – parent/child/other agency/childcare worker etc. The reviews are no longer a Welsh Government measure therefore non-comparable nationally but we feel they are important measures and are kept locally by us.

Visits to children on the child protection register are monitored closely with a new system in place to ensure compliance with agreed timescales. Our new system Eclipse will serve us well in ensuring management monitoring systems are in place.

Looked After Children:

We have continued to see reductions in the number of looked after children year on year with 183 children looked after as at 31st March 2019 which is one of the lowest in Wales and one of the best figures per head of population. The numbers of looked after children have been declining since 2012 when Carmarthenshire numbers were at their highest at 271 (a 32% reduction), despite a 15% increase nationally since 2010.

Number of children looked after as at 31st March



Our aim is to continue to reduce the number of looked after children. We have set ourselves a target to reduce the number of looked after children by 22 over the next three years (8, 7 & 7 respectively) a decrease of 12% by 31/3/2022).

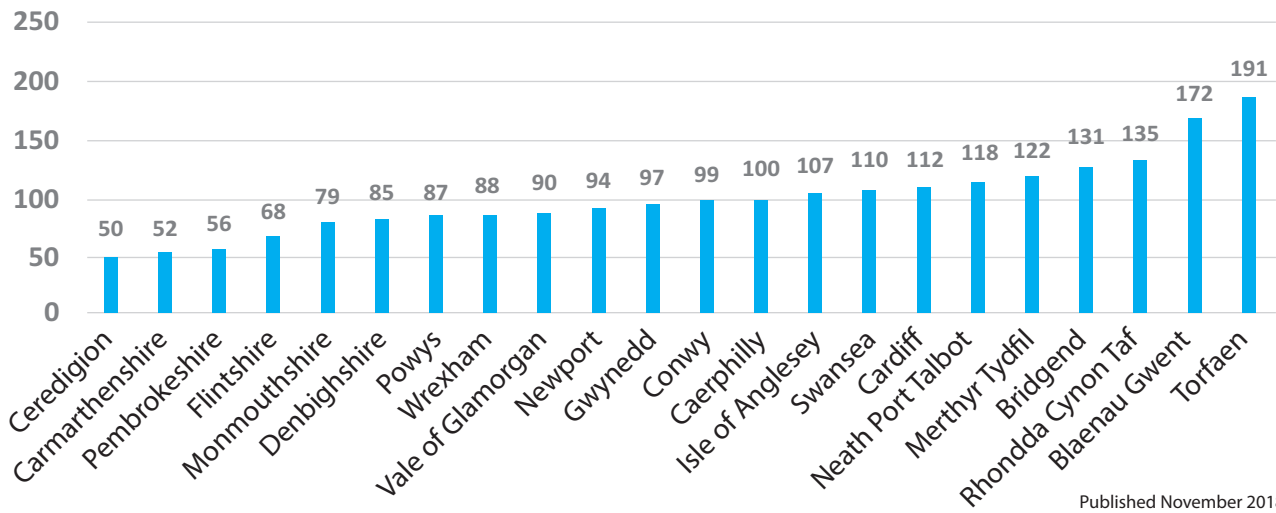
Looked after Children placed Out of County:

19 Children were placed outside of Carmarthenshire (as at 31/3/19). Of these 9 were placed with Family and Friends foster carers, 7 with Carmarthenshire foster carers who live outside Carmarthenshire, 2 children are placed with Agency Foster Carers (one an unaccompanied asylum seeking teenager who chose to go and live outside Carmarthenshire, and the other teenager had absconded from previous placements but is now settled), and the remaining teenager required therapeutic intervention and is placed in a residential children's home outside Carmarthenshire.

77 children 'became' looked after during 2018/19, of which 3 children's parents had been known to the Learning Disabilities service (3.9%).

As at 31/3/18 (latest comparable WG data) Carmarthenshire had the second lowest number of looked after children per 10,000 population at 52. Since then this has reduced further to 50 (as at 31/3/19).

Children looked after at 31 March 2018 per 10,000 population aged under 18 by local authority

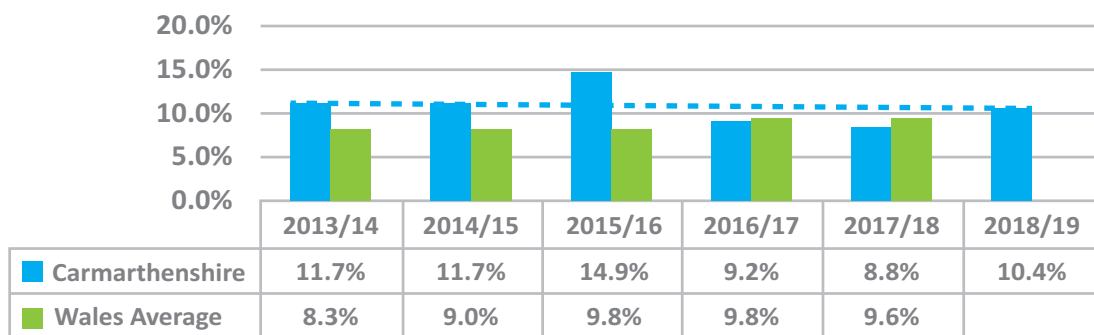


When compared to English levels of children in public care our rate is less of a feature. This reflects our commitment and investment in family support which is a considerable investment to maintain but saves in the long run. We will continue a process of review, audit and reflection to ensure we get the correct balance between family support and intervention in public life.

Whilst many authorities have sought to defend the position of high levels of children in the care system from the first ministers reduction and target setting initiative we have maintained a position that we should do all we can to support families with admission into the care system being a last resort but one that we will not hesitate to make to protect children if necessary.

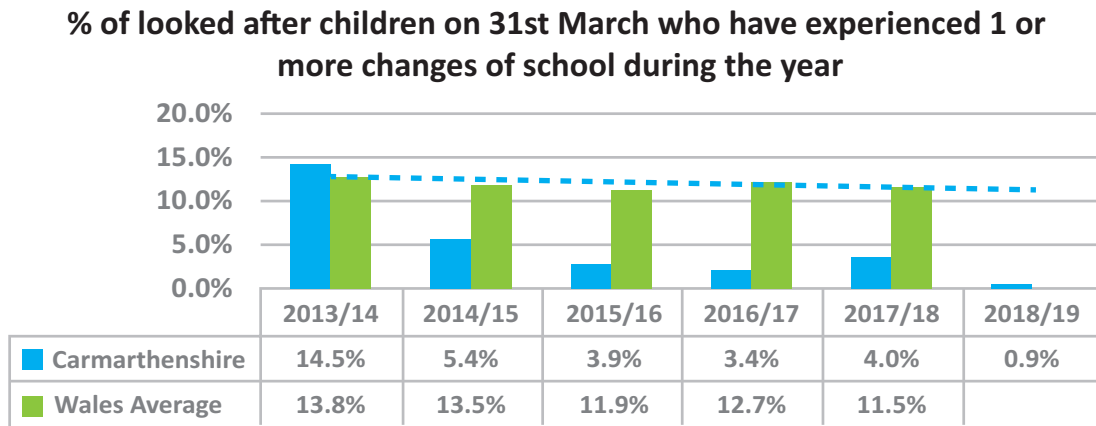
Stability for Looked After Children:

% of looked after children on 31st March who have had 3 or more placements during the year



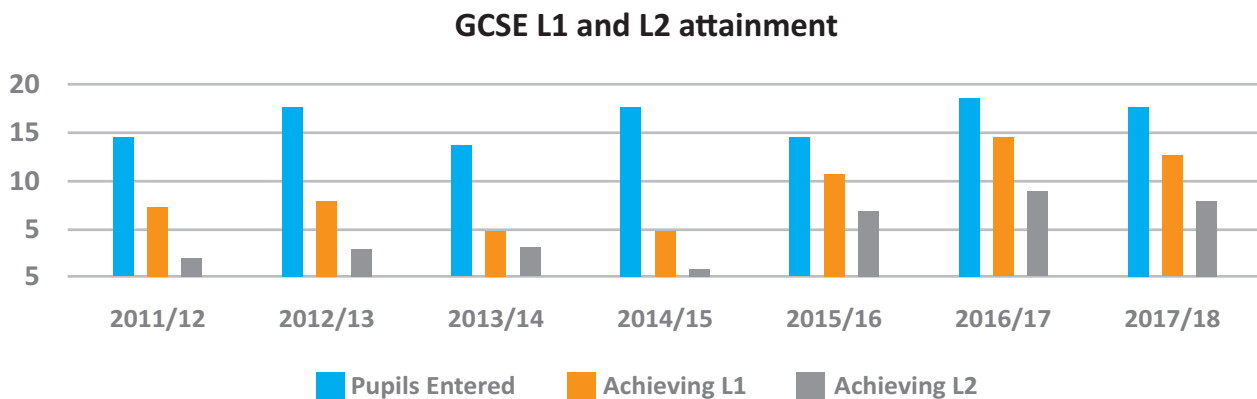
We have seen a slight dip in performance this year in respect of 3 or more placement moves, with 19 children having moved 3 or more times (10.4%) compared to 17 children (8.8%) during 2017/18. However, the number of looked after children has decreased to 183 and is one of the best in Wales. LAC declining, however, has affected and impacted on our baseline figures. This is something we are continuing to monitor closely.

School stability is also an important factor in improving outcomes, and it is therefore important to note that Looked After children in Carmarthenshire experience significantly fewer school moves than anywhere else in Wales – 0.9% during 2018/19 (better than Wales average 11.5% 2017/18).



Attainment of Carmarthenshire looked after children & Care Leavers

The educational attainment of looked after children in Carmarthenshire has been consistently above the all Wales average for a number of years. In 2018 Welsh Government indicated that Carmarthenshire achieved the best educational outcomes for looked after children and care leavers in Wales.



L1 = 5 GCSEs or equivalent A*-G; L2 – 5 GCSE's or equivalent A*-C; L2+ - 5 GCSEs or equivalent A*-C incl. Maths & English or Welsh 1st Language. Of the 18 pupils who were entered for GCSEs this year 5 had a statement of Additional Learning Need

Year	Pupils entered	Achieving L1	Achieving L2
2011-12	15	7	2
2012-13	18	8	3
2013-14	14	5	3
2014-15	18	5	1
2015-16	15	11	7
2016-17	19	15	9
2017-18	18	13	8

Care Leavers



64.7% of those who became care leavers during 2017/18 remain in education, training or employment 12 months after leaving care (11 out of 17 young people). (SCC/34a). Better than the Wales Average of 51.4%



61.1% of those who became care leavers during 2016/17 still remain in education, training or employment 24 months after leaving care (11 out of 18 young people). (SCC/34b). Better than the Wales Average of 51.4%

Corporate Parenting Next Step team provide a range of training and support for care leavers helping to reduce the number that become NEET.

As at 31/3/19 Carmarthenshire Care Leavers:

- 59 in Further Education
- 11 Enrolled on Undergraduate university Courses
- 1 undertaking Post Graduate qualification
- 14 in Full Time Employment
- 8 in paid work experience
- 12 undertaking work based Learning/Apprenticeships
- 16 Gained a work related qualification
- 8 completed the 'Star' programme
- 3 completed Pre Tenancy training course
- 1 Young Person selected to train with Women's GB rowing team
- 5 attended 'Challenge Wales' sailing adventure training – completed Level 3 leadership
- 11 Passed theory or Driving Test
- 33 young people living independently
- 10 taken part in community Volunteering days
- 2 Young People volunteering with MWW fire Service and Dyfed Powys Police

Mid & West Wales Regional Adoption Service (MWAS) continues to perform well despite the challenges of the size and diversity of the region. Demand locally, regionally and nationally for adoptive placements continues to grow. In line with the national picture it remains a challenge to meet the demand for adoptive placements. There have been increased requests for adoption support this year as awareness and expectations grow. MWAS and Adoption UK continue to work with schools, fostering teams and corporate parenting teams across the region to improve support for adoptive families.

During 2018/19 (MWAS):

- 35 children were 'placed for adoption' in the region
- 31 'should be placed' for adoption decisions made
- 36 Placement Orders made
- 30 Adoption Orders granted
- 35 children matched with adopters

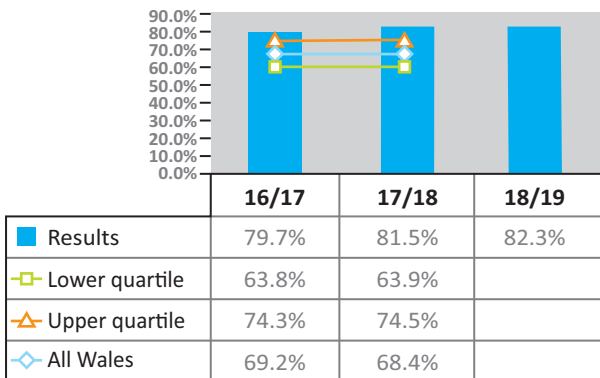
Preventative services:

In the long-term our focus is on prevention and maintaining children at home with families and out of the care system wherever possible, as well as providing extra resources for foster carers to support the children in their care to avoid the need to move wherever possible.

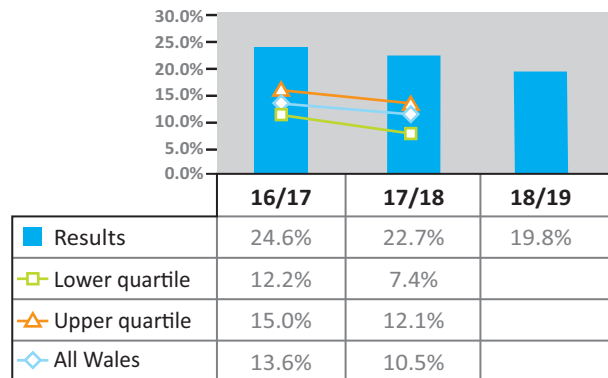


During 2018/19 82.3% of Children were supported to remain living with their family which is higher than the Wales average 68.4% (2017/18), and 19.8% of children were returned home from care during the year 2018/19 compared to 10.5% Wales's average.

Measure 25 - % of children supported to remain living within their family



Measure 26 - % of looked after children returned home from care during the year



The revised **Families First (FF)** programme commenced in April 2018 comprising 13 projects, eight delivered by the LA and five delivered by the third sector and Hywel Dda University Health Board. The projects have continued to work towards preventing, and mitigating the effects of Adverse Childhood Experiences (ACEs). During 2018/19:

- 9291 individuals received support from Families First (FF) during 2018/19
- 6591 new individuals were supported.
- 1005 new single agency Joint Assessment Family Framework (JAFFs) were undertaken, of which 51 escalated to TAF.
- 144 TAF Plans were worked with by FF projects
- 699 JAFFs were closed, with a forward movement of 548 (78%) on the distance travelled tool.
- 58 cases were stepped up to children's services and 110 cases were stepped down to Families First.
- The majority of TAF plans were Key Worked by a Families First commissioned project.

As of April 2019 the **Families First** programme will be included with six other funding streams under the Children and Communities grant. An indicative allocation of £6.4 million for 2019-20 has been received from WG. The rationale behind merging the grants is that it will allow for greater flexibility between programmes to meet the demands. The aims is that this new grant will help to improve and integrate service delivery to better support vulnerable families.

Families' first projects have engaged with the four primary schools participating in the SHEP programme that provides healthy meals, food and nutrition education, physical activity and enrichment sessions during the school holidays to children in areas of social deprivation.

Flying Start Service is now being fully delivered across 18 areas within Carmarthenshire covering a total of 768 postcodes.



1832 children (0-3) living in deprived communities are able to benefit from Flying Start services

- 79.2% child attendance at an allocated Flying Start free childcare placement for eligible 2-3 year olds to prepare for school readiness. Although we have just missed our target of 80.0% it has improved on 2017/18 results of 77.0%. We have recently reviewed our attendance policy and de-registration processes in childcare settings, and work will continue alongside childcare providers and health visitors to increase attendance rates
- 95% of families with additional social welfare needs linked to poverty, living in a Flying Start area receiving time specified interventions from the wider Flying Start Team. Pleased to have exceeded our target.
- 2.5% unauthorised absence at an allocated Flying Start free childcare placement for eligible 2-3 year olds to prepare for school. Pleased to have exceeded the target of 3.5%. We will continue working with childcare providers and health visitors to maintain/improve unauthorised absences.

We are continuing to develop the **Team Around the Family (TAF)** approach across the county for 0-25 year olds. The Eligibility document regarding thresholds and access to TAF services has been completed and the new Joint Assessment Family Framework (JAFF) is operational from 1st April. (*The JAFF is an assessment tool undertaken in partnership with the family used to identify the needs of the whole family to ensure the right help at the right time). The new TAF-in-Schools team have commenced induction.

We continue regular liaison with Central Referral Team and other children's childcare teams, as well as Education Welfare, head teachers, ALN's and other teaching staff, and Flying Start in order to enable families to access the right help at the right time. Firmer links are being established with health as part of this extension of our approach and will be a key focus for the coming year.

Tim Camau Bach have extended their remit and are now providing services to children from birth to 16 years.

There are currently **107 registered childminders** within Carmarthenshire with a total of 767 registered childcare places

During 2018/19:

9 childminder briefing sessions (inc. 1-1) have been held

- 23 attendees
- 12 from the targeted areas

24 candidates attended childminder CYPOP5 course

- 9 from targeted areas

6 new childminders have been registered

- 2 Welsh speaking

We have continued exploring the potential of **utilising school grounds** outside of teaching hours to enable children greater access to play opportunities. All new schools are being designed to enable this. Play training is being delivered to childcare and play settings along with primary schools across the county to raise the quality of play experiences for children.

The LAC Well-being Team delivered **Attachment awareness** training to schools to better equip them in being able to meet the emotional, social and behavioural needs of vulnerable children. All 73 schools with looked after children have accessed this training, and it is being embedded as part of the 'behaviour transformation programme' in schools. The Well-being strategy for looked after children outlines the approaches and training available.

Preventative teams such as the Family Support Service and Edge of Care Team have been re-designed to focus on working intensively with families and children at risk of becoming looked after, to enable them to remain within their families whenever possible, utilising an integrated approach in collaboration with others.

The **Young Carers** service delivers a range of initiatives for young carers, and work collaboratively with schools, health, and voluntary sector, to ensure they are 'young carers aware'. Schools are engaging in the Young Carers Awareness Award.

We have been reviewing our **disability service** to ensure seamless transition and pathways from children to adults. From the 1st of May 2018 all referrals for Autism/Disability aged 0-25 are managed through our Children's Central Referral Team.

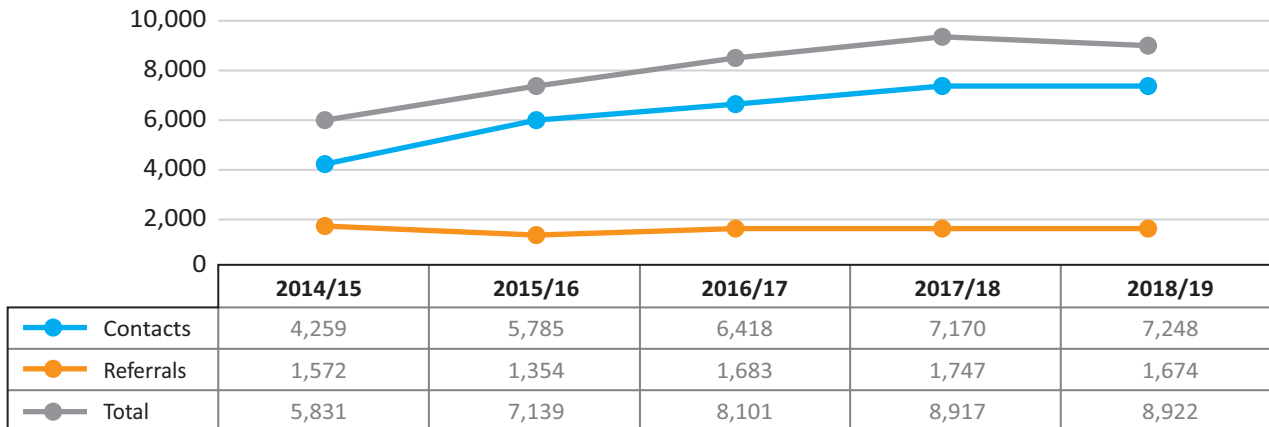
This has streamlined our process for children and families ensuring that they get the help they need, when they need it avoiding families being passed between services when children reach adulthood.

In order to improve **accommodation options** a 16-25 Housing Forum has been established and a 16-25 pathway developed in line with Supporting People's strategic plan for the next three to five years, and funding has been approved. Supported Lodgings 'Plus' has been successfully tendered and recruitment commenced in November 2018. The aim is to increase supported lodgings provision for vulnerable young people 16-25, enabling them to stay in their own locality, and providing additional support in gaining life skills to become confident young adults. A training flat is also being developed to assist young people who are almost ready to move onto independent living.

Information, Advice and Assistance (IAA)

We have continued to see an increase in the number of contacts received by our children's Central Referral Team, although the number of referrals for assessment has reduced slightly. From the 1st May 2018 all referrals for Autism/Disability aged 0-25 are also managed through our Children's Central Referral Team. This has streamlined our process for children and families ensuring that they get the help they need, when they need it.

Contacts and referrals



We have seen a reduction in compliance with timescales for initial child protection case conferences with 79.0% of initial child protection conferences being held within 15 working days of the strategy discussion during the year (compared to 86.2% last year). Six conferences (11 families) were not held within timescales due mainly to the demand on the service and/or no other chairperson available. We hope to see improvements in this in future as training in Signs of safety chairing has been implemented to Independent Reviewing Officer to support the main chair.

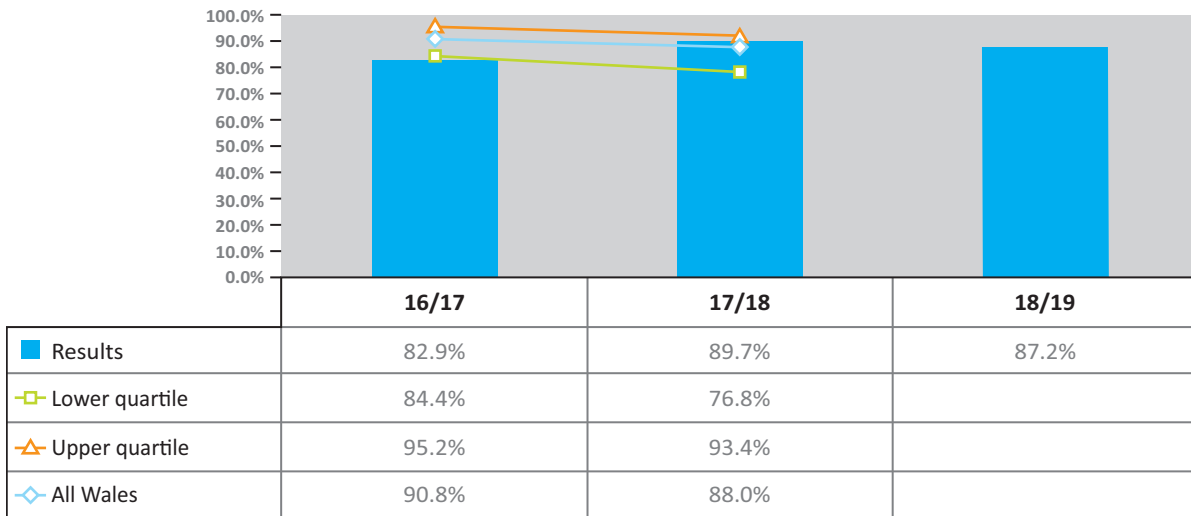
126 children were placed on the **Child Protection Register** during the year. 6.3% (8 out of the 126) were re-registered on the Child Protection Register during the year. We have narrowly missed our target of 6.0% and the Wales average of 5.4%.

Previous performance has proved quite extreme with 2016/17 end of year result at 10.4% and 2017/18 at 0.7%. Reasons for re-registrations included deterioration in parental mental health, and substance misuse. Average time spent on the Child Protection Register during 2018/19 was 262.4 days. This measure looks at those children who were removed from the child protection register during the year which has gone up from 108 (at end of year 2017/18) to 145 (at end of year 2018/19) which is positive. However this has an impact on the number of registration days as 35 extra children are included in the cohort compared to the same period last year.

87.2% Assessments for Care and support were completed in statutory timescales (compared with 89.7% during 2017/18). Although we have seen an improvement compared to the first three quarters of the year, unfortunately we have missed our target of 90% and just missed the Wales average of 88.0%. Staffing issues in one of the assessment teams during the year has influenced the number completed within timescales, which has now been resolved.

PAM 28

% of assessments completed for children within statutory timescales

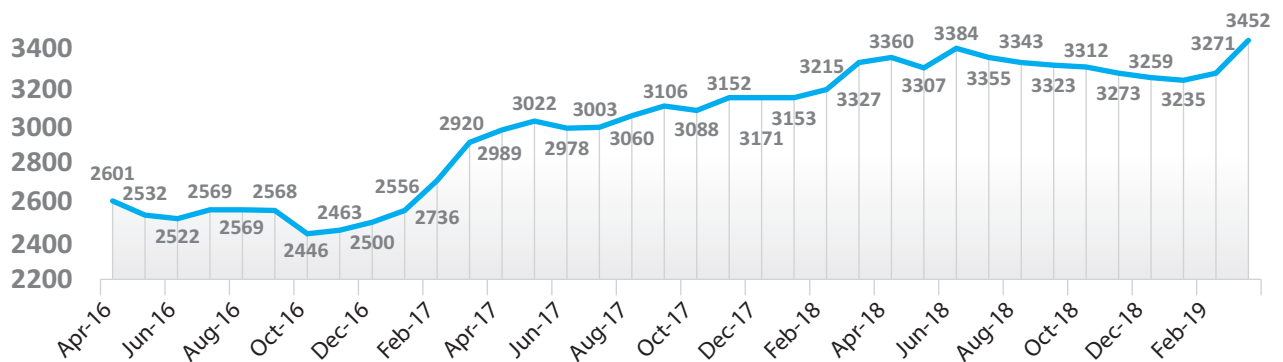


86% reviews of mainstream foster carers were carried out in timescale (95 out of 100), and **77% of kinship** (10 out of 13). Unfortunately we did not meet our target of 100% target. There are robust systems in place by managers to monitor progress.

Health and Wellbeing Performance

Following a million pounds of investment to enhance the county’s Health & Fitness offer, creating more space and bringing in brand new state of the art fitness equipment, the impact has been extremely well received by new and existing customers transforming the environments and workouts. This has resulted in a dramatic improvement in gym membership and use. Our service now seeks to improve connectivity to social media and fitness apps, allowing personalisation of settings and a huge range of TV/radio channels and streams, providing capability to exercise ‘virtually’ in a range of engaging locations across the world and so much more.

Monthly membership collection figures



The biggest growth has been in family membership as we see children from the age of 11 now using gyms and attending classes.

The National Exercise Referral Scheme

The Exercise Referral Scheme seeks to reduce those at risk of developing Coronary Heart Diseases, increase physical activity, and improve mental health and wellbeing. The Local Authority takes an innovative and effective approach to GP referrals referred for physical activity intervention (based on function rather than their condition), while upskilling mainstream leisure fitness staff in order to keep these referrals active throughout the life course. We had 1446 referrals in 2018/19, 58.7% of these engaged with the scheme (4.9% increase on 2017/18) and 55.1% of these completed the 16 week programme (9.5% increase on 2017/18).

We have increased and further developed our Community provision within the scheme by adding an additional community venue to better target our rural populations, which has increased participation to more than 7500 attendances for the year whilst more than covering its own costs through increased gym membership.

Participants reported health improvements after completing 16 weeks of the programme. A 13.3% improvement in health was measured via the EQ5 Visual Analogue Scale, which asks referrals to rate their health on that given day (we then compare measures before and after completion of the 16 week programme).

Falls prevention remains a key priority for the scheme but despite a slight decrease in referrals compared to 2017/18 the 16 week completion rate has increased by nearly 5% (from 73.47% to 78%).

Referral Case study

Mrs N was referred through Physiotherapy after suffering a stroke for strength and balance exercises to improve her confidence. Mrs N had experienced numerous trips and slips due to her left side weakness and poor eye sight. Mrs N used a walking aid to attend the sessions and to transfer from one exercise to another.

After completing the 16 week programme Mrs N recorded improvements in her mobility and doing usual daily activities.

She showed a 43% improvement in lower limb strength and a 25% improvement in motor ability and dynamic balance. Mrs N mobility has increased to the point where she no longer needed to use her walking aid during the sessions.

Quote from Mrs N:

"I have increased my confidence and didn't realise how much I was able to do. I feel happier. I come in with my stick and forget about it now"

3 What do others tell us about our services / How People are Shaping our Services

Wales Audit Office May 2017

Good Governance when Determining Significant service Changes – highlights the council has well developed processes in place to seek the views of stakeholders, including councillors and citizens regarding proposed service changes:

"The Council regards engagement and consultation as an ongoing process and continues to consult and involve on how the standard could be maintained within the restructuring of Social work practice which aimed to place the family at the heart of the service, in depth ongoing engagement is an essential part of the service change process, producing essential information and views from service users and families to help directly shape the changing service formats going forward."

Wales Audit Office

Complaints are now coordinated by the performance team and robust systems are in place to have robust data in relation to complaints. Compliments are used as feedback to improve performance. Some of the positive comments received over the last year have included:

"Dear Mark, I felt compelled to contact you to compliment you on your professionalism and efficiency in dealing with my complaint from 21st Dec 2018 onwards. As first point of contact for your department, I could not have asked for better. You were timely in your despatch of letters, and always polite and professional on the telephone. Thank you very much for making a difficult situation so much easier."

A parent of a young lady who recently attended her person centred review:

"Following L's recent review, I would like to say I was impressed by the way the meeting was held. It was organised and professionally presented and conducted by Linda, totally different to other years. I have been to a number of these reviews over the past years, but this was different."

"A grateful thanks to your marvellous team who over the past week attended to my husband with great care and compassion, they were absolutely wonderful putting my husband at ease, chatting to him while they did their duties on him, which made him very relaxed. What would the world be like without your carers"

Thank you message to Rapid response team

"You are an amazing guardian angel. Thank you ever so much for all your hard work with regards to arranging the care plans for my Mum. I have never known such sincere and dedicated care, as well as such a prompt response"

Thank you message to Social Worker

"Thank you ever so much Mark you have been extremely helpful. It is lovely to have spoken to someone who understands the situation"

Thank you message to complaints

A person with lived mental health experience sharing her thoughts on her recovery and the support received in a poem:

*'This poem is especially for you
A bit about my life and how I've pulled
through
The darkness, the light, the battles I've won,
Now I'm moving forward, the best is yet to
come
I've been through the worst, when I wanted to
give in
The voices were unbelievable, I thought they
would-win
I looked around and I saw no light
But I said to myself, I need to win this fight!
So here I am now, I'm well on my way
I'm getting better and better every day!
The struggles are stiff there but I can fight
them away
I am stronger now, no matter what they say
I can't wait for this chapter and the adven-
tures it holds
Working with you, my future unfolds
So thank you Marie for all that you do
And letting me share my journey with you'
SE*

*"Just wanted to thank you for all your hard work
and your intervention...Thanks for your perse-
verance - just wanted to let you know that we
have come a long way"*

Thank you message to a Childcare Assessment
Team

*"Diolch o galon am dy help a'th gefnogaeth
drwy gyfnod hunllefus i ni"*

Neges o ddiolch i Weithiwr Cymdeithasol

*"She has constantly impressed me with her
professionalism, compassion, understand-
ing and focus. It may well be that her
exemplary standards are representative of
the entire department. If so there is much to
be proud of"*

Thank you message to Social Worker

*"#1 Social Worker in Wales! ...I cannot put
into words how appreciative I am for your
support...You've been there every step of
the way, you are one in a million."*

Thank you card from a Care Leaver

*"Extensive and comprehensive assess-
ments..... Open minded manner, with the
children's interest at the heart of each deci-
sion"*

Comments made by the Judge during a complex
case

*"You and your team have sometimes gone
above and beyond what you need to do to
help us. We really appreciate all the help
we have received + can't thank you enough!
Social services deserve much more praise
considering outside circumstances at the
moment. Thank you so much"*

Thank you message to Social Worker

Analysis of Outcomes for Children and Young People

4 to 5 years after a Final Care Order

Children services participated in an independent review by the Institute of Public Care (IPC) on behalf of the Welsh Government on the outcomes for children 4-5 years after Carmarthenshire secured a care order. The results were published in May 2018.

Key findings:

- Generally **good outcomes** in Carmarthenshire.
- When placement disruptions occurred in Carmarthenshire, we were much more proactive compared to other LA's. As a result; even where a child had a series of moves the **final outcome was positive**.
- **60%** of our children that came into care at that time, were adopted. This is compared to the **32%** adopted across Wales. This again is a high number and a positive feature.
- We had some really good foster placements that saw the children through into their teenage years.
- There were also good examples of children benefitting from **therapeutic support**.
- Impressive work by the therapeutic Social Worker that is described as a really good role.
- Evidence of really good **Life Story Work** and some stand out outcomes for children.
- **16** out of our **17** children at the end of the five years covered by the research were shown to be **stable, happy and attached**. All were either in education or training; 13 achieving well, 3 achieving particularly well and only 1 child struggling.
- Children in Carmarthenshire had **much better outcomes** due to the level of planning and support they were receiving at the time of breaking down and post break down in settling in a new placement.
- There is clear evidence of **very good performance in Carmarthenshire**. IPC had already offered workshops to other Authorities to focus on their deficits, however felt that there was not a need for one in Carmarthenshire.

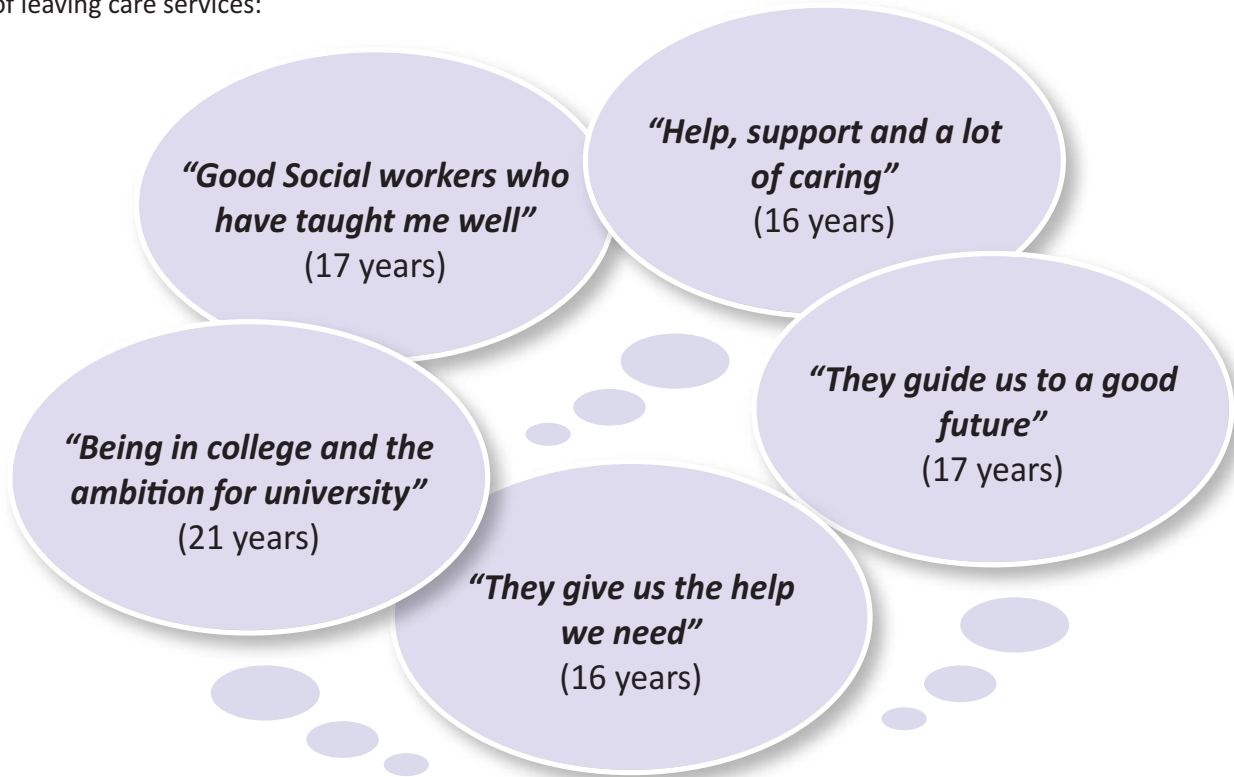
2018/19: Well-being of Future Generations: An examination by Wales Audit Office - of 'Start Well' – Help children to live healthy lifestyles'

"Our examination found that the Council has acted in accordance with the sustainable development principle in setting the 'step' and has effectively taken account of the five ways of working in the actions it is taking to deliver it".

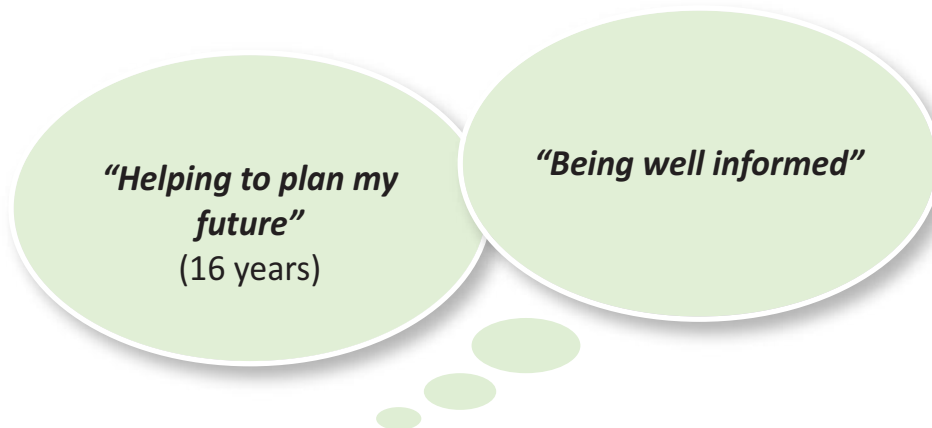
(Wales Audit Office – issued January 2019)

Celebrating Success Event:

Consultation and feedback is undertaken with young people as part of the annual event **to celebrate the success of our looked after children and care leavers**. At the 2018 event in November (*see 'Awards' section for further details of event) the event provided opportunity for young people to express their views in respect of leaving care services:



... And to describe Leaving care services in one or two words:



Support others An experience
 Really helpful Leaving care is scary A lot of responsibility
 Brilliant! Good & helpful Very amazing
 Someone to talk to and help with my education
 Supportive & Professional Challenging & exciting

Speaking with the Education and Children's Services Scrutiny Committee

A group of young people, who were in care, have recently been very brave by attending a meeting with Elected Members as part of the Education and Children's Services Scrutiny Committee.



Thanks to Tyler, Joshua, Shannon, Jo-Anne and Rhian Thomas for expressing their views clearly about their experiences as young people who have left care. Your comments will be taken into account as we refresh our Corporate Parenting Strategy.

The group had the opportunity to share their experience of taking part in Challenge Wales. Wales' Tall Ship and Adventure Wales provides adventure residentials and day voyages to young people to help broaden their horizons enabling them to reach their potential.

The Voice of Young People

There is an active consultation group for care experienced children called ECHOES which is run jointly with Voices from Care (national charity) and Children's Services. They meet monthly and are busy developing the 2019 Corporate Parenting Strategy. They have been part of Welsh Government Consultation Group at the Senedd and the NSPCC consultation on wellbeing. The Echoes group regularly contribute to local and national participation events.

Last year young people told us they wanted to communicate with us in a different way. As part of the IT transformation programme a Care Leaver has developed a secure communication system that will function on children and young people's phones. This should be launched later in April 2019.

4 of our young people have completed a leadership course with Challenge Wales. The challenge involves being part of a yachting crew out of Cardiff Bay. They are planning an overnight trip this year.

A group of young people volunteer at the Botanic Garden and engage in planting and clearing areas. They have achieved community volunteering awards.

Young people tell us that generally they are happy with the quality of care and support they receive from social workers, teachers and foster carers. Where improvements were highlighted young people indicated that:

- They would like more housing options.
- They would like more wellbeing support at school but not to be singled out as different.
- They would like to keep in touch with their foster carers post 18.
- They would like to communicate with staff using mobile phones.
- They would like more work placement opportunities.
- They would like more help in understanding why they are in care.
- They would like more information about what services are available to help them.
- They would like more help preparing for parenthood.
- They would like their LAC reviews to be less formal.

In response to above the department has already been working with young people on the following:

- Care Leavers have continued working on the new 'app./secure communication system;
- A Housing lead has been appointed for 16-25 year olds and is working on a housing pathway;
- A joint children's services and housing post has been appointed to
- Echoes have met with relevant officers and planned changes to LAC reviews to make them more child

focused.

- Life-journey work / film making has been undertaken with our Fostering Department
- A new 'TAF in schools' team commenced from 1st April
- An increasing number of work placement opportunities and training has been arranged, including - Botanic Garden volunteering, beach cleans, challenge Wales voyages and leadership qualifications, mindfulness training.

Sons and Daughters (of foster carers) Event October 2018

A successful consultation event with the sons and daughters of foster carers was held on Saturday 6th October at the Ski Centre in Pembrey Country Park. The event was organised by Fostering Network so that the children could have the opportunity to contribute to the magazine THRIVE. Following the consultation the children had lunch before having the opportunity to go skiing and tobogganing.



Awards and Recognition:

Outstanding Contribution Award

Ellie (18) and Maisy (17) from Carmarthenshire were awarded the **Fostering Network's** Outstanding Contribution by **Sons and Daughters Award**, as part of the charity's annual Fostering Excellence Awards. Ellie and Maisy, along with four other young people collected their trophies at The Fostering Network's annual Fostering Excellence Awards in London on 24 October.

Ellie and Maisy were nominated for the award as a result of the excellent support they have given many children and young people over the years, playing an active role in fostering since their parents were approved as foster carers seven years ago. Ellie said: *'Fostering has allowed me to meet so many amazing children. I am so thankful for the memories I have been able to make through fostering.'*

Kevin Williams, chief executive of The Fostering Network, said:

"These six outstanding young people exemplify the empathy and commitment to fostering that many sons and daughters of foster carers have, as well as the positive impact fostering can have on those sons and daughters. It's impossible to overstate the role that the children of foster carers play in a fostering family, welcoming fostered children into their homes and ensuring successful fostering placements. Many people say that the potential impact on their birth children is one of the major barriers to becoming a foster carer. The reality is that seeing life from another's perspective can be an enriching experience and can help a child learn and develop as an individual". With over 8,000 more foster families needed this year to meet the needs of children coming into care, recognising the positive impact fostering has on the whole fostering family is absolutely vital for recruitment."

Maisy & Ellie are on the right, receiving their award from children's author Jacqueline Wilson



CELEBRATING SUCCESS - LOOKED AFTER CHILDREN AND CARE LEAVERS

Festival of Celebration

A good crowd came together at XCel Bowl, Carmarthen to celebrate the success of our Looked After Children and Care Leavers.

In the company of Adam Price AM, Cllr. Emlyn Dole, Leader of the Council and Cllr. Glynog Davies, Executive Board Member for Education and Children, a number of children and young people were awarded for their academic success, artwork, sporting and volunteering contributions. A young person compered the event very effectively and a special talk was given.



Best educational outcomes for Looked after children and care leavers

Through the dedication of the teachers, foster carers, Next Step Team, Education and Emotional well-being service who have supported our care experienced young people to achieve the best educational outcomes in Wales, through their nurture, care and tireless support we have helped to achieve some of the best outcomes for looked after children and care leavers.



CIW have undertaken a thematic review of safeguarding and have commented positively on the new systems and structures in place to improve performance and in particular timescales.

Scrutiny has noted progress during 2018 in relation to the transformation of mental health services, carer support and progress in relation to DoLS.

Audit committee has received reports on progress regarding accommodation and commissioning for individuals with a learning disability.

A social worker has recently commented on the person centred reviews undertaken in our day services:

" I wanted to say I felt both these reviews were very positive and it was evident that Tanya had put a great deal of thought and preparation in to the PCP reviews for each of these individuals. Tanya made everyone feel so welcome and her lovely positive personality helped put everyone at ease and it was a pleasure to be involved in these meetings. Tanya's genuine affection and dedication to those in her care was really reassuring to me and I know the families were also very positive about the new format for reviews. It has also made me reflect on the way I have done reviews over the years. I think if Tanya can continue to do what she is doing it will reap no end of benefits to the service as a whole, individuals, families and staff included. Well done Tanya"

Carers

A number of initiatives in relation to carers have been introduced:

- Identifying carer's champions in all social work teams
- Establishing a carer's information and assessment post
- Collaborating with the Mental Health Carers Network to develop an information-sharing leaflet and protocol.
- Coleshill Craft Fayre and Carers Rights Day was a successful event at the end of 2018. Carers were given the opportunity to discuss the support available to people who work tirelessly caring for friends and family in an unpaid capacity and gain more information. This will be an annual event held at Coleshill Centre. www.coleshillwales.org.uk/whats-on
- Collaborating with the Carers Information Service to plan a conference in carer's week (June 2019).

Three day centres have received the Investors in carers Bronze award; Staff at the centres, along with all relevant services in the area, have been involved in the scheme, which is designed to help health, social care, 3rd sector and other organisations focus on, and improve, their carer awareness and the help and support they give to carers.



Engagement

As part of the Mental Health Transformation led by Hywel Dda Health Board, officers have contributed to a number of engagement events in order to consult on a new model of service. Feedback from those who use services and their carers has been a critical element of this programme, which has now moved to implementation stage.

Officers regularly attend service user and carer forums in order to ascertain the views of those who use our services, with the aim of continuously improving services. For example, a number of meetings were held with parent carers, Mencap and People First in order to ascertain their views on the remodelling of day services.

Service users and carers have contributed to the TIC review of residential commissioning and highlighted the need to ensure the process becomes more person-centred.

Co-production has been a critical element of the disability review. Listening events with young people and their families in respect of transition have been a regular feature which has informed the development of a through age model. Consultation with colleagues in education, health, third sector, children's and adult services has also been a critical element of this project.

External Awards

Carmarthenshire LA was an active partner in contributing to the Transforming Mental Health Programme which led to HDUHB receiving a National Health Service award for the collaborative effort and also receiving an award from the National Psychiatric awards at a ceremony in London in November 2018.

The TIC awards 2018 held at the Fwrness Theatre recognised the achievement of Learning Disability services in the changes brought about over the past 18 months. The Learning Disability Day service was one of 5 services recognised for their innovative and improved service delivery.



Whitland Fire Brigade support people with dementia and their carers

One of our initiatives is creating dementia friendly Carmarthenshire. Carmarthenshire County Council, Hywel Dda Health Board and Dyfed Powys Police together with local GP surgeries, Town Councillors, local businesses, voluntary groups and community members have worked together to support the Alzheimer Society's Dementia Friends initiative. The program aims to provide dementia awareness sessions to local businesses, organisations, public sector employees and members of the public to become dementia friends and to pledge actions so that people living with dementia feel empowered to access their communities. This work is currently being undertaken in Llanelli, Pontyberem, Ammanford, Llandovery, Laugharne, St. Clears, Whitland and surrounding areas, Llandeilo and Carmarthen Town.

Internal Audit March 2018 - Adult Safeguarding Referral Process

"The audit review confirmed that, from the sample of cases tested, there were good procedures in place with many expected key controls having been established and operating to an appropriate standard. A new safeguarding enquiry process has been developed over the last 12 months which, from the results of the audit testing, is working very well."

"The decision to place the Duty Officer in Delta Wellbeing has proven to work well. During the audit it was evident that there is regular dialogue between the Duty Officer and other Social Care Professionals/Careline Agents which assists the Duty Officer in the enquiry/determination role."

"All the cases reviewed had sufficient detail on CareFirst to substantiate the determinations made."

"All but one of the samples were determined within the approved 7 days. The one that wasn't was because of the requirement of an interpreter. This was appropriately recorded, as required by the Social Services and Well-being (Wales) Act 2014."

4 Promoting and improving the well-being of those we help

The Mental Health, Learning Disability and Safeguarding Division is striving to deliver an approach that supports and enables people to remain in control of their lives and the solutions that best meet their aspirations and wishes. We want to focus on people's strengths and abilities and support them by using family, friendship and community networks alongside services. This culture change is at the heart of the Social Services and Wellbeing (Wales) Act 2014, which places an emphasis on community models of care and support. The Act requires us to focus on accessible services, information, advice and support, prevention and maximising the potential of the community as a resource. Person-centred planning is at the heart of this legislation and real engagement with those who use our services is paramount. In 2019 the CIW reported "people who lack mental capacity can be confident in their assessment and decision making is made in the best interest of the individual".

Since 2014, we have been engaged in the implementation of the Act, raising its profile amongst staff and partners. It has afforded us with the opportunity to collaborate extensively with colleagues in the statutory and voluntary sectors with the common aim of re-aligning and modernising services to respond to the new requirements, so that we promote wellbeing and independence which can significantly improve outcomes for those who use our services. This has presented us with a challenging time, against a climate of financial austerity and rising demand, however it has been necessary to establish a sustainable future position for our services.

We have introduced a project management approach to performance management in the division, interlinking the information requirements to provide sound data. Managers are required to provide robust evidence relating to their individual projects.

This approach is driving improvement and will ultimately result in improved outcomes for service users. Overall performance in relation to performance Indicators over the last year is positive and I am pleased to report significant improvement in the timeliness of safeguarding investigations, a significant reduction in the backlog of Deprivation of Liberty Safeguards applications (DoLS) and much improved performance in relation to reviews.

The division is represented on several projects and programmes associated with the Regional Partnership, integrated boards and health led transformation programmes. Our relationship with the Mental Health Directorate of Hywel Dda, Dyfed Powys Police and with Third Sector partners has been very positive and we are collaborating on numerous projects including the development of a crisis service in Llanelli.

The following joint projects are also well established following successful bids to the Intermediate Care Fund:

- Carers Information and Assessment Post
- A team which focuses on behavioural interventions for those individuals with challenging behaviour
- The provision of sensory equipment in several day centres
- ICF capital bids to develop supported living projects

Transformation, Innovation and Change (Tic) Reviews During 2018

In response to the requirements of the 2014 Act, and as part of the Accommodation and Efficiency Project, we have established a new structure to focus on reducing the number of residential placements, by developing the market to increase the range of alternative supported living projects. We are collaborating with housing colleagues and independent housing providers to develop these projects which includes the utilisation of ICF capital funding. These projects will include local and regional

initiatives to create services for older people, adults with a learning disability and children.

As a part of this work, the reviewing team (Accommodation and Efficiency) is working with providers to scrutinise and tailor individual packages of care. Work is progressing with providers to de-register those individuals from residential placements with a view to transferring them to supported living which will encourage their independence. This project is worth highlighting, as not only will the de-registration from residential to supported living afford those Service Users many benefits such as assured tenancies, more disposable income and increased opportunities, but will also provide significant savings to the budget position.

Similar work is being undertaken in conjunction with Housing colleagues to enable individuals to have access to a wider range of accommodation opportunities, again alleviating the reliance on residential placements and at the same time improving performance in relation to voids.

As an example, two individuals with a learning disability who were likely to move into residential placements, are now living in an extra care scheme. Seven individuals have transferred from a residential project to a supported living arrangement.

One of the social workers attached to the team has developed a high level of knowledge and experience around Continuing Health Care (CHC) eligibility and processes. This has enabled us to access funding where appropriate to the individuals health needs. However significant planned reductions in spend in this area by the health board continues to create a challenging dynamic that has to be managed.

A review of the disability service was undertaken during 2017. Streamlining and improving access to services has been a priority over the last year, during which time workshops have taken place with stakeholders, parents, carers and service users to consult on the proposals. A single point of contact for all referrals for individuals aged 0-25 has been established and feedback from those who use the disability and advocacy services has been very positive.

A co-produced model initially for 0 to 25 is currently being worked up with a view to establishing a new model of service during 2019 this is a priority for the coming year as we seek to create a service designed with people rather than for people.

Supported Living (Group Homes)

Capped Rate Supported Living Officers have undertaken a detailed analysis of provider costs and engaged in a series of negotiations with the supported living providers. These negotiations were successful and have also led to improved provider/commissioner relationships. This has enabled officers to maintain the current fee levels.

The Substance Misuse Team has received excellent feedback from service users who value their support. The team has agreed a business plan to provide specialist support and advice to social care services concerning the impact of drug and alcohol misuse. The team is also undertaking research and development in relation to specific substance misuse conditions such as alcohol related brain injury and the correlation between substance misuse and falls in older people.

During Safeguarding week, the team launched their regional threshold document which details when and how we intervene to safeguard individuals. The team has also been instrumental in developing, implementing and training staff to use a new enquiry process. As part of the training, staff have become familiarised with the Handling Individual Cases guidance. The whole system has been streamlined following the permanent recruitment of a Safeguarding Officer at Llanelli IAA office. This post has had a positive impact on the volume of enquiries directed to the Safeguarding Team which has enabled them to

focus on more complex cases.

Timescales for responding to safeguarding referrals have significantly improved; 96% of referrals are responded to within seven days.

The Head of Service chairs the regional domestic violence strategic group; the regional strategy was launched during safeguarding week and work around the six delivery plan priorities is progressing.

A regional adviser who is managed by the Senior Manager for Safeguarding was appointed in December and is beginning to have an impact.

Community Inclusion

During 2018, the Transformation, Innovation and Change (Tic) Review of day services moved into implementation stage and work is progressing well as part of the remodelling day service provision. The following is a summary of developments:

Person centred reviews have taken place for a second year and have resulted in significant changes to service timetables and community inclusion. All services now have new timetables to reflect this and staff have received new training in areas such as, solution focussed interventions, sensory processing, setting targets and business planning.

We are very proud of the diverse sports and leisure projects that we have undertaken over the last year and which are scheduled for the forthcoming year to improve health and wellbeing within the county. Examples of what we have achieved are as follows:

A new walking group was formed at Llyn Llech Owain not only to improve people's health and well-being but improve social inclusion. This group was inspired by Llanelli Run Wales group. Many of the participants achieved massive personal gains.

On September 16th a running group from Coleshill, put on their trainers and braved the elements to line up with thousands of other people to participate in the Swansea Bay 10k. They had been preparing for the race for months by attending two running sessions a week, to get in the best shape possible for the big day which gave them a tremendous sense of achievement.

Pembrey Country Park has a new all-inclusive cycle hire scheme, namely 'Cycle for All'. Thanks to the Integrated Care Fund, there are 38 new cycles ranging from hybrid bicycles, wheelchair transporters, twin bikes, tricycles adult and child size, 4-seater family bikes and recumbents. This improves access to all areas of the park for people who have disabilities.

Monday July 16th saw the start of the unforgettable "Go Wild" ECO taster experience. These sessions helped to raise awareness through the senses. It was run weekly for five weeks and was a sensory delight for the participants (from within and outside of the service) who had a variety of needs and a diverse range of abilities. Each week, a different activity was presented using a variety of items from the outdoor environment e.g. leaves, flowers, stones, twigs, herbs and spices.

A supplier's event at Dinefwr House, Llandeilo, was attended by three individuals who use the Cam Cyntaf pottery and who, as a group have produced ceramic Welsh and Cockle Ladies. The pottery agreed to supply these iconic figures to the National Trust-run Powis Castle and Garden shop and the first delivery has been made. The pottery group were also commissioned to make figurines representing the Gorsedd Y Beirdd for the 2018 National Eisteddfod in Cardiff Bay. These were exclusive to Bodlon in Cardiff and were on sale at their stall along with the Welsh Ladies figures.

Johnstown Centre hosted a course through the medium of music, aimed at developing confidence, self-esteem and team work. The course was delivered for one day a week over a period of 5 weeks.

The Integrated Care Fund has funded the Positive Behaviour Support Scheme (PBS) project which is now active within our learning disability services in Carmarthenshire. The PBS Service will offer pro-active preventative interventions to help avoid placement breakdown and escalation into specialist, out of county or hospital settings.

The Prevention, Early Intervention and Promoting Independent Living Strategy. (PEIPL). This strategy emphasises the importance of embedding early intervention services to maintain independence and help people to remain connected to the community.

Work has been undertaken to develop Dementia Friendly Communities across the county. Over 50 organisations from the public, private and third sector, were part of the Laugharne, St Clears and surrounding communities' event as they celebrated the launch of their Dementia Friendly Communities on 29 January 2019. Now, the baton has been handed to Carmarthen Town and Llandeilo as they prepare to increase awareness and support for people living with dementia within their communities.

Continuing with our strong commitment to prevention, our 'Carmarthenshire is Kind' work has been well recognised. In September 2018, over 800 people attended an event held in the Botanic Gardens to encourage this work. Likewise, we have continued to work closely with GP surgeries to support social prescribing, an approach designed to provide people with access to services that support their health and wellbeing preventing or delaying the need for statutory services or set up support from within their local communities. This has tremendous potential and something we will be expanding over the coming years.

It has been a challenging but productive year for the staff of children services, but there have been a considerable number of successes. Within Children Services, management oversight and challenge of assessments, plans and reviews is on-going. Monthly audits of assessments and reviews continue to be undertaken by senior management, and feedback is provided to respective managers and staff.

IAA: The Family Information Service (FIS) signposts people in the right direction for information on a wide range of family-related issues, including parenting support, staying safe, health and well-being, as well as the 30 hours free "childcare offer". It provides a host of information about family support services such as Flying Start, Families First, Team Around the Family, Integrated Children's centres and Tim Camau Bach.

Not only has the FIS website (<http://fis.carmarthenshire.gov.wales/>) "gone live" at the beginning of June 2018, but we have made inroads into creating a social media presence with the development of a Facebook page which is live.

Both sites are being closely monitored and continue to develop and grow, reaching an ever-increasing audience and we are promoting our online presence through events and roadshows. We work closely with DEWIS, an information resource for well-being which provides information that helps people think about what matters to them. All our childcare providers are now included on the DEWIS information register. We are working closely with DEWIS, to develop a National FIS (Wales) website which will provide a portal to direct families and professionals to local FIS websites and make the service more accessible. We are also holding regional FIS meetings with Powys, Pembrokeshire and Ceredigion to share ideas and best practice.

Our on-line work has also extended to the Corporate website for Disability and Autism which has been reviewed and updated in consultation with families. We have adopted a through-age approach in line with our service configuration / referral pathways. The website clearly signposts to FIS / DEWIS for more information, and to Central Referral Team for referrers.

We are very proud that one of our care leavers has agreed to design an app for Care Leavers. It is hoped that the app will encourage engagement with post-18 young people. The app, which will be safe and secure, will enable funds to be transferred, information to be recorded, links for Services to be sent and forms for consultations for young people can be shared.

The Signs of Safety model, is used at our multi-agency case conferencing to assist with the decisions made about children being placed on the child protection register. The process has become much more interactive, as it enables families to participate in an open and honest manner. It is also being used to build upon strengths and using the family network to reduce risk and promote the development of good safety plans, to enable children to either remain at their home or live with alternative family members wherever possible. The manager of the Integrated Family Support Team (IFST), has been working alongside the assessment teams supporting, developing and strengthening this model of practice and assisting lead practitioners to work in partnership with parents and families. We will continue to monitor this through our robust reviewing processes with the Independent Chairperson and through the audit and evaluation multi-agency group. A new practice development group has been formed, led by the conference chair with representation across the teams to support staff. A regional forum is also being set up to promote the model across the West Wales region to ensure a consistent approach.

We have actively engaged in producing a personalised approach towards allocating resources for disabled children by establishing a steering group to drive the implementation of a Resource Allocation System (RAS). This will ensure firstly, that families receive the support they require based on their need, secondly, that we are making best use of our resources and services. The result should guarantee that respite care is allocated fairly and equitably. We are considering the opportunity to introduce the model on a regional basis for children's services.

We plan to pilot this approach in Carmarthenshire from June 2019 which will allow us the time to test it with families before its implementation.

The new JAFF (Joint Assessment Family Framework) tool has been successfully developed. It was piloted amongst Family First key workers prior to launch in April 2019. It encapsulates the spirit of co-production with families.

Children and young people were consulted on the Corporate Parenting Strategy and their feedback was incorporated into a draft strategy which is now in place. We have already met with Directors, Heads of Services and Elected Members and further dates are scheduled with them to capture each department's promise.

We have been ensuring the Council fulfils its Corporate Parenting role by enabling our looked after children and care leavers to take full advantage of opportunities available to them to reach their full potential.

Our aim is to continue to reduce the number of care proceedings that are initiated resulting in children subsequently becoming Looked After. All requests for children to become looked after are channelled through the accommodation panel, and our preventative services are involved to help ensure children are maintained within their families wherever possible. Where children currently become looked after, this is normally due to complex family issues where children are unable to safely return home to parents. Alternative care within extended families is being explored throughout the court process and robust assessments.

The re-launch of the Integrated Family Support Team (IFST) and the new "Edge of Care" Team are focusing on working intensively with complex families and children on the brink of care to maintain those children within the family and in their own community wherever this is possible.

Children With Disabilities

An area for concern has been those children who have reached adulthood and with their families have had challenges transferring between services. To address this situation, we are developing proposals to bring together our specialist disability services for children and young people into one service for 0 to 25-year olds. We have agreed a shared vision with education, further education providers, health, adult and children's social care through our 'Realising the Potential' work. This vision advocates that children and young people with disabilities should remain in Carmarthenshire, living in their communities when they leave school. Options for a remodelled service have been jointly considered, with a view to implementing any changes from April 2019. A 'Working Together' group has been established with parents to co-produce service solutions. This model has been used to deliver summer schemes this year, which have proved successful. We are initiating the tendering process for the service and several parents are involved with the project team in the design, commissioning and evaluation of the service which will be operational from April 2019.

Child Sexual Exploitation (CSE)

This is an area of concern which is a major priority across the region. We have set up an agency so that we can effectively deal with this issue not just in Carmarthenshire, but across West Wales. Multi Agency Child Sexual Exploitation (MACSE) meetings have commenced and are continuing to develop.

Our aim is to consider children and young people who are deemed to be at moderate or significant risk of CSE. One area that we have covered this year is to ensure that all unqualified staff have received basic safeguarding training, so they have a broad understanding of the issues. Carmarthenshire actively engages in all the regional events concerning CSE and ensures that CSE is on the agenda of local meetings with Team Managers and for the Local Operational Safeguarding Group. We are working with the Barnardo's pilot scheme for CSE and are contributing to the regional action plan.

Regional working within Mid & West Wales Adoption Service (MWAS) continues to improve despite the size and diversity of the region. However, MWAS continues to use its resources as effectively as possible. With guidance from the marketing department of University of Wales Trinity St. David, funded by a small grant from WG, MWAS has been reviewing our approach to marketing and recruitment since the demand for adoptive placements has grown and the need to attract more adopters. 35 children were placed for adoption in the region during 2018/19 and 21 new adopters were approved. After a dip in enquiries during the first part of the year, we have welcomed a much-needed rise in the number of people enquiring about becoming an adopter. Additional preparation training has been arranged to avoid delay in the assessment of prospective adopters.

Implementation of the National Adoption service (NAS) support framework for adopters has placed additional demands on MWAS to provide support services and undertake the necessary review of support plans. Social workers in the service continue to support children to make the transition from foster care to their adoptive families as well as undertaking a range of other tasks such as adoption support, family finding and intermediary work.

Recruitment and Retention of Foster Carers

Nationally, Wales continues to experience problems recruiting foster carers. Despite this, we are having some success by implementing our Recruitment and Retention Strategy to attract foster carers into the service. Carmarthenshire's Fostering Service is also directing its focus on this issue by raising awareness through the new website <http://fostering.carmarthenshire.wales/> along with other events, to meet need and match the more challenging and complex placements. The new Mid & West Wales regional website has also gone live. <https://foster.midandwest.wales/>

It is anticipated that a national campaign for marketing and recruitment which is developing will assist recruitment across Wales and for each local authority. More regional working has assisted placements

becoming more available and harmonisation of fees across the region is now more comparative.

Foster Care payments – the department (Children and Adult Social Care Services) are currently implementing a new database / case management system known as 'Eclipse' which will be introduced by 2020. This will improve how we record payments electronically at source.

The Permanency Panel monitors the care planning for looked after children to ensure care plans are not allowed to drift. This is achieved by supporting how we discharge care orders and make Special Guardianship Orders wherever appropriate for long term planning. This helps not only to reduce the looked after population but also to assist the interests of the child to be supported outside the statutory service whilst receiving ongoing support to ensure stability on a long-term basis.

The guidance for the new 'When I am ready' arrangement is in place and used as a regional document to support young people over 18 to live with their foster carers until they are ready to leave and be supported into independent living arrangements.

Further investment has been allocated to upgrade the existing accommodation at **Garreglwyd** and the team have been involved in supporting a young person through their transition to adult services. The service was registered with CIW (Care Inspectorate Wales) in December 2018. Staffing levels are being reviewed to ensure the service is resilient for the future. The building at Garreglwyd continues to be adapted to meet the needs of the children who live there. The regional guidance on commissioning for children with complex needs may provide further opportunities to develop this provision.

In order to support the psychological wellbeing of looked after children, we provide a high level of support and training for our adopters, foster carers, school staff and social workers that promotes and supports person centred, relational, trauma informed and attachment aware practice and models of engagement across home and school. We have piloted Mindfulness in the classroom and will be incorporated as part of the well-being curriculum. A phone or tablet application for children called 'Speaker' is now being used in 30+ schools to 'check in' on how they are feeling so that a key adult can link with the child if they are feeling unhappy. There are currently 3,000 pupils using it including looked after children.

The 'outreach approach' which is being developed at Garreglwyd, enables working within people's homes and communities wherever possible which helps prevent the need for residential services.

Flying Start continues to build on its previous successes with 1832 children (0-3) living in deprived communities benefit from Flying Start services.

Our health visitors continue to deliver the Healthy Child Wales programme (HCWP), with enhanced home visiting, assessing resilience and co-ordinating packages of support through a multidisciplinary approach. We are working collaboratively with Health internal specialist services such as social care, speech and language and midwifery team within Flying Start.

The new Flying Start Early Years children's centre located at Trimsaran is building a presence in the community with an interesting and varied programme of activities including language and play, health clinics, diet and nutrition sessions, walking groups etc.

The provision in the new Parc-Y-Tywyn School (Burry Port) was due to open at Easter 2019 but due to a delay in the tender exercise, the opening has been postponed until September 2019.

The Speech and Language team (SLT), are currently experiencing staffing issues because of a vacant post and maternity cover. Consequently, there are delays in the time taken for children to be assessed or reviewed by Therapists. However, an attempt has been made to reduce the impact of this by

commissioning one day each week from the core SLT service in Hywel Dda University Health Board to try and keep the backlog to a minimum and reduce the time that children wait to be assessed.

The revised **Families First** programme, implemented from 1st April 2018, comprises 13 projects, 8 of which have been delivered by the Local Authority and 5 jointly by the third sector and Hywel Dda University Health Board) under three focus areas:

Parenting Support	Support for Young People	Disability Support
<ul style="list-style-type: none"> • Parenting Support (procured - Action for Children) • Domestic Abuse Stops Here! (procured - CDAS) • Volunteering & Community Support (procured - Home-Start) • Family Centres (exempt from procurement - Plant Dewi) • Integrated Children's Centres (make in house - CCC) • Family Support Workers & Psychological Support (make in house - CCC) • Family Engagement Workers (make in house - CCC) 	<ul style="list-style-type: none"> • Post 16 Youth Workers (make in house - CCC) • Youth Support 10-18 years (make in house - CCC) • Young Carers (make in house - CCC) • Youth Health Team (exempt from procurement - Hywel Dda University Health Board) 	<ul style="list-style-type: none"> • Disability Play Clubs (make in house - CCC) • Tim Camau Bach (make in house - CCC)

The new programme will contribute towards preventing Adverse Childhood Experiences (ACEs) as well as mitigating the effects of ACEs on those who have already been exposed to them.

The Integrated Children's Centres are venue-based services which provide support to children, aged 0-12 years, and their families in their local communities of Morfa, Llwynhendy and Felinfoel. The centres offer a range of activities for families to help them become positive parents, develop strong relationships and build resilience.

The services offered include:

- Bumps, baby and family play sessions (0-3 years)
- Play club sessions (4-6 years)
- Open access play sessions (7-11 years)

The centres have delivered non-accredited LAP/NAP courses. Parenting courses which were co-facilitated, have also been run. Other courses include pre-employment accredited courses, healthy lifestyle sessions, baby massage courses and community consultation events.

The Families First team has been working in partnership with Supporting People to develop a joint specification for Domestic Abuse, (the Domestic Abuse Stops here! DASH project), which will merge with the supporting people specification. This has been delayed whilst regional commissioning arrangements are clarified. Therefore, the existing DASH contract will continue for a further year while these arrangements are being finalised.

The development focus for Families First during 2018/19 has been to improve the quality and skills of the workforce by providing training to help families build their resilience and improve their relationships. Emphasis has also been placed on projects to refer families into community support services whenever possible.

5 How we deliver for our citizens

(a) Our workforce and how we support their professional role

Staff Awards & Recognition

Big congratulations to our a Staff, Julie, Stacy, Mel, Claire, Paula and Vicky who all achieved their NVQ Level 4 Diploma in 'Information, Advice and Assistance'. Well Done!

I am writing to congratulate and thank the staff in Coleshill for their achievements in promoting and engaging the clients to participate in more physical activities.

The staff have demonstrated great dedication and determination in successfully setting up physical activities such as the walking groups and ballgames/netball as part of the Centre's programme which are inclusive, fun and enjoyable for the clients. They are also sustainable activities which have become part of the ethos of the service and this is often a challenge to achieve.

Identifying something that people enjoy doing is core to engagement and sustainability. As a physiotherapist who regularly visits the Day centre, I see the benefit both to the clients' physical wellbeing as well as their mental wellbeing. Many clients are now involved with the activities. They are motivated, enthusiastic and fully supported by the staff which is wonderful to witness. The staff have worked hard to achieve this success.

Please pass on my appreciation and thanks to the staff.

Our children's workforce remains generally stable with social work vacancy levels consistently low.

Keeping vacancies to a minimum is crucial in ensuring all our children in need of care and support, and looked after children are being safeguarded. A regional review highlighted our children's social work service recruits and retains staff well with a very small vacancy rate in teams.

In adult social care there is a higher rate of turnover in social work with retention in the west of the county being a particular challenge. Physiotherapy, nursing and occupational therapy posts have systemic gaps in supply and we are reliant on national training initiatives to fill these gaps. These initiatives are beginning to show early signs of an impact.



Children's Services Business Support Graduation, St. Davids's Cathedral, Friday 5th July 2019

Well done and congratulations on achieving NVQ Level 4 Information Advice & Guidance.

(Left to Right) Julie Hall, Victoria Charlseworth-Stack, Paula Roberts, Stacy Jones, Claire Griffiths (Also congrats to Melanie Janes, absent).

As lead agency for child and adult protection it is important to ensure our staff and the systems in place serve to safeguard the welfare of children and vulnerable adults. We consider it very important to retain social workers trained and experienced in child and adult protection, with caseloads that enable them time to focus on assessment and risk, maintaining and building upon links with other agencies, and driving forward safeguarding throughout the authority. Caseloads are monitored monthly to ensure they are appropriate and manageable. We have a strong commitment to ensuring regular supervision, training and development of staff and new systems are being put in place to enable us to better demonstrate management oversight of case work in adult services.

We value the contribution, dedication and hard work of the workforce in continuing to deliver a high standard of service and ensuring improvements and efficiencies despite the number of recent changes to practice brought about by the implementation of the Social Services and Well-being Act and new models of working. Assessment timescales have improved overall indicating that for the most vulnerable we are able to offer a timely service.

Quarterly FIG (Feedback Improvement Group) meetings take place with representatives from each of the child care teams. Chaired by the Head of Children's Services it includes worker representatives from each of the teams within children's services. Meetings focus on what's working well, what's not working well, what we could do to improve the service.

In a similar way in adults staff groups meet on a regular basis with the Director to provide service feedback. A range of initiatives have been developed to support the wellbeing of staff with the CIW reporting "we identified a proactive approach to the well-being of Carmarthenshire County Council (CCC) staff".

BASW Cymru Awards:

'I would also like to recognise Jayne, locality manager for the 3Ts Community Resource Team. Jayne was recognised at the British Association of Social Work Cymru social work awards this year for her work on developing dementia friendly communities. Jayne has been involved with this project since its inception and without Jayne's commitment, drive, leadership and passion, I can confidently say that the progress made to date regarding the development of dementia friendly communities in Carmarthenshire would not be where it is. Well done Jayne.'

The social care workforce in Carmarthenshire is supported by the Social Care Wales Workforce Development Programme [SCWWDP] grant and additional local authority match funding. Workforce plans are developed in consultation with the sector and the strategy is endorsed via the West Wales Regional Partnership Board. The plan is managed by the SCWWDP Team who offer a wide range of learning and development opportunities for the whole sector.

In 2018-19, SCWWDP delivered over 10,425 learning and development opportunities to employees across the whole of the social care workforce which included 1,629 attendances from independent care sector staff.

Training is delivered locally or regionally to help practitioners improve and develop their skills. These included the following programmes:

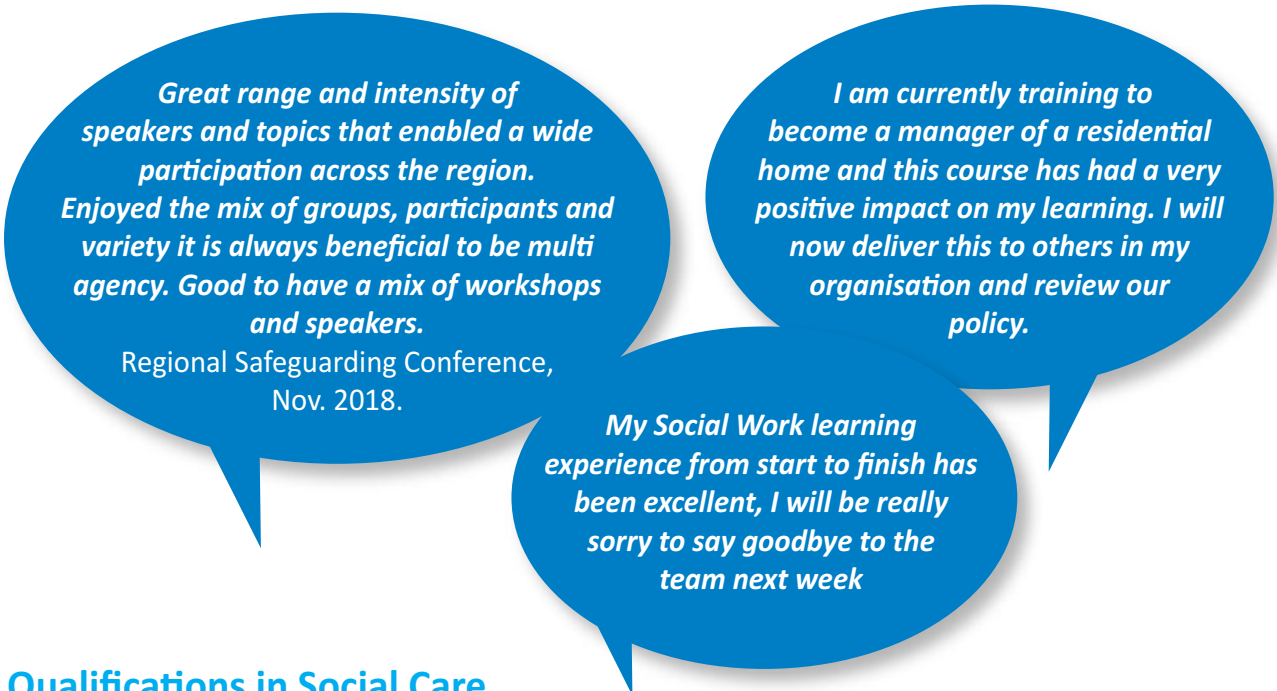
- 272 training attendances on a range of Dementia programmes
- 1,577 training attendances on a range of Safeguarding programmes
- 1,240 training enrolments across the Council accessing e-learning and booklets on the Violence against Women, Domestic Abuse & Sexual Violence [VAWDASV] Act 2015. This included staff from Community Services, Education & Children Services, Environment, Corporate Services and Chief Executive's.

For 2019-20 the following areas will be key workforce priorities:

- Supporting the domiciliary care workforce to prepare for registration
- Supporting the Safeguarding and VAWSDASV, Dementia and Mental Health training strategies
- Providing Welsh language training to support the 'More than just words active offer'
- Support the development and qualification of social care managers
- Working in partnership with Health to deliver the regional Pilot for the new Health & Social Care Induction
- Delivering Qualifying and Post Qualifying programmes for Social Work
- Support frontline social care workers to develop their skills overall in relation to social care
- Support the National campaign 'We Care Wales' to support recruitment into the sector
- Improving retention in adult social care in the west of the county.

Full details of training all events are provided via the Carmarthenshire SCWWDP website: <http://www.workforcedevelopmentcarmarthenshire.co.uk/>

Feedback received from some of the programmes include:



Qualifications in Social Care

The SCWDP Team supported people to undertake range of qualifications for staff working in social care. In 2018-19, 65 social care workers gained QCF's and Units in Health and Social Care, Information, Advice & Guidance, Leadership & Management and Care Units, Certificates and Diplomas. In addition to this, 66 staff achieved a range of qualifications [Certificates, Diplomas, Degrees & Post Qualifying] within Social Care, Social Work, Positive Behaviour Support, and Step Up to Management from Level 2 to Level 7.

In 2018-19 Carmarthenshire hosted & seconded 44 people to train as Social Workers. The training is over 3 years for degree students and 2 years for Masters Students. In 2018-19, 1 Carmarthenshire seconded staff achieved their qualification. The Team also support the delivery of **Continuous Professional Education & Learning [CPEL]** for qualified social workers and during 2018-19, 5 Social Workers commenced CPEL courses.

In addition to these, 25 Social Workers started the **Consolidation Programme** after successfully completing their first year in qualified practice.

We continue to implement our Newly Qualified Social Worker development programme which includes a range of training opportunities and mentoring support extending to their first three years in practice.

(b) Mwy na geiriau / More than Just Words

The aim of the strategy “More Than Just Words” was to strengthen Welsh language services in health, social services and social care.

This has led to a number of initiatives in Carmarthenshire to ensure Welsh speakers receive services in their first language.

The Active Offer continues to be a core element. It is important that staff offer Welsh language services to people who use our services rather than expect people to have to ask for them. A review of the ability to deliver the `Active offer` across Social Services has been undertaken across the department and found that it is proactively promoted and all documentation identifies language of choice.

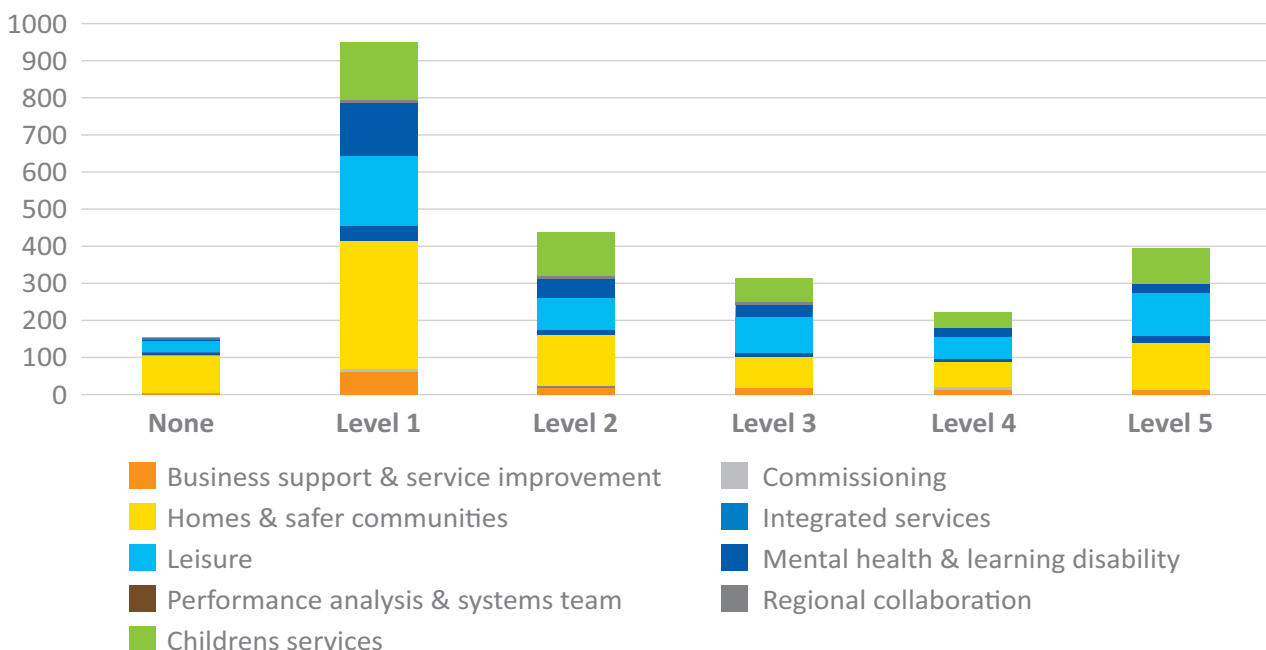
Whilst this is based on current skills and experience, the need for further improvement in this area is acknowledged and therefore staff are actively encouraged and supported to develop their Welsh Language skills.

Welsh language learning opportunities – staff have taken part in the National Centre intensive courses at Nant Gwrtheyrn. The Centre has also launched new e-learning modules to support people who are at the start of their journey to learn Welsh.

Social care staff have been very motivated over the last year to learn Welsh and have engaged in various learning pathways to improve their language skills, confidence and use of the Welsh language in the workplace. This includes the 10-hour online course to reach level 1; intensive block courses at Entry and Intermediate level; residential courses for intermediate and higher level; mentoring sessions and Welsh for adults’ courses. This year has also seen an increase in staff becoming Welsh language mentors, which as a result provides more support for those learning and using more Welsh in the workplace.

With the introduction of a new 10-hour Online course tailored for the social care sector, and funding provided by Social Care Wales for UWTSD to deliver courses, developing Welsh language skills will continue to flourish within Social Care.

Welsh language levels



Recruitment – the promotion of Welsh Language is an intrinsic part of recruitment with details of Welsh Language requirements specified in every Job advertisement. Currently a pilot recruitment exercise in domiciliary care and social work is being progressed to recruit Welsh Speakers at level 4

Welsh language Leaders – The Leaders within the Leisure & Culture Division of Communities are well established and continue to support the implementation of the Welsh language Standards and our responsibilities to promote the Language. They have undertaken internal checks on signage, posters, documentation etc. and have led on various promotional activities such as Diwrnod Shwmae, Sumae, held on October 15. A new cohort of Leaders from within Children's Services have received the training and will now join the Leaders from within Communities to form one network. The Policy & Partnership Team are currently meeting with the Leaders on a 1:1 basis in order to prepare individual action plans.

Welsh Language Board- the Welsh Language Board meets bi monthly and is actively progressing the objectives of the More Than Just Words Strategy. It is chaired by the Head of Mental Health and Learning Disabilities.

Council Welsh Advisory Group chaired by Cllr Peter Hughes Griffiths was

“impressed with our approach, the pilot, the staffing levels, the various surveys we have undertaken and the fact there are a whole series of training and staff are taking up.”

Whilst there is more to do in this area good progress is being made.

(c) Our financial resources and how we plan for the future

Carmarthenshire, like other councils in Wales, has faced annual reductions in its funding from Welsh Government year on year, whilst having to meet rising costs and increasing demands for services.

Base Budget 2019-2020	Expenditure	Income	Net
	£k	£k	£k
Homes & Safer Communities	20,405	-6,099	14,306
Integrated Services	47,308	-18,408	28,900
Mental Health, Learning Disability and Safeguarding	49,329	-14,182	35,148
Other central	350	-42	308
Support	4,403	-1,996	2,406
Commissioning	922	-19	903
Regional Partnership	1,083	-810	273
Children's Services	19,952	-320	19,632
	143,752	-41,876	101,876

We estimate that pressures for adult social care services would rise by an average of 4.1% a year in real terms. This is based on modelling by the London School of Economics adapted to the Welsh population. Decisions made over the level of investment in social care in Wales will have implications for the spending pressures on the NHS, although further research is required to understand the true extent of this relationship.

*Toby Watt and Adam Roberts is published by the Health Foundation,

Over the coming years if there is no national solution the authority will have to have a fundamental debate on how to best meet the needs of the growing number of older people. The service cannot meet the needs generated by the changing demographics without either reducing service provision or funding services at significantly higher rates.

(d) Our Partnership Working, Political and Corporate leadership, Governance and Accountability

Children's Services Division is located within the Department for Education & Children's which is well embedded and promotes strong links with schools, education welfare and educational psychology services. There is clear strategic direction for the service with a formal protocol in place for social care governance linking children's services with the wider social services, health and housing agenda, and the director of social services has good oversight of children's services issues with regular meetings taking place between the Head of Children's Services and Director of Social Services. The Director of Social Services Chairs the Regional Safeguarding Children's Board.

The CIW found during their recent inspection that *"there was good leadership provided by health and social care senior managers and strategic activity to develop an understanding of the operational environment and programmes to strengthen communities"*.

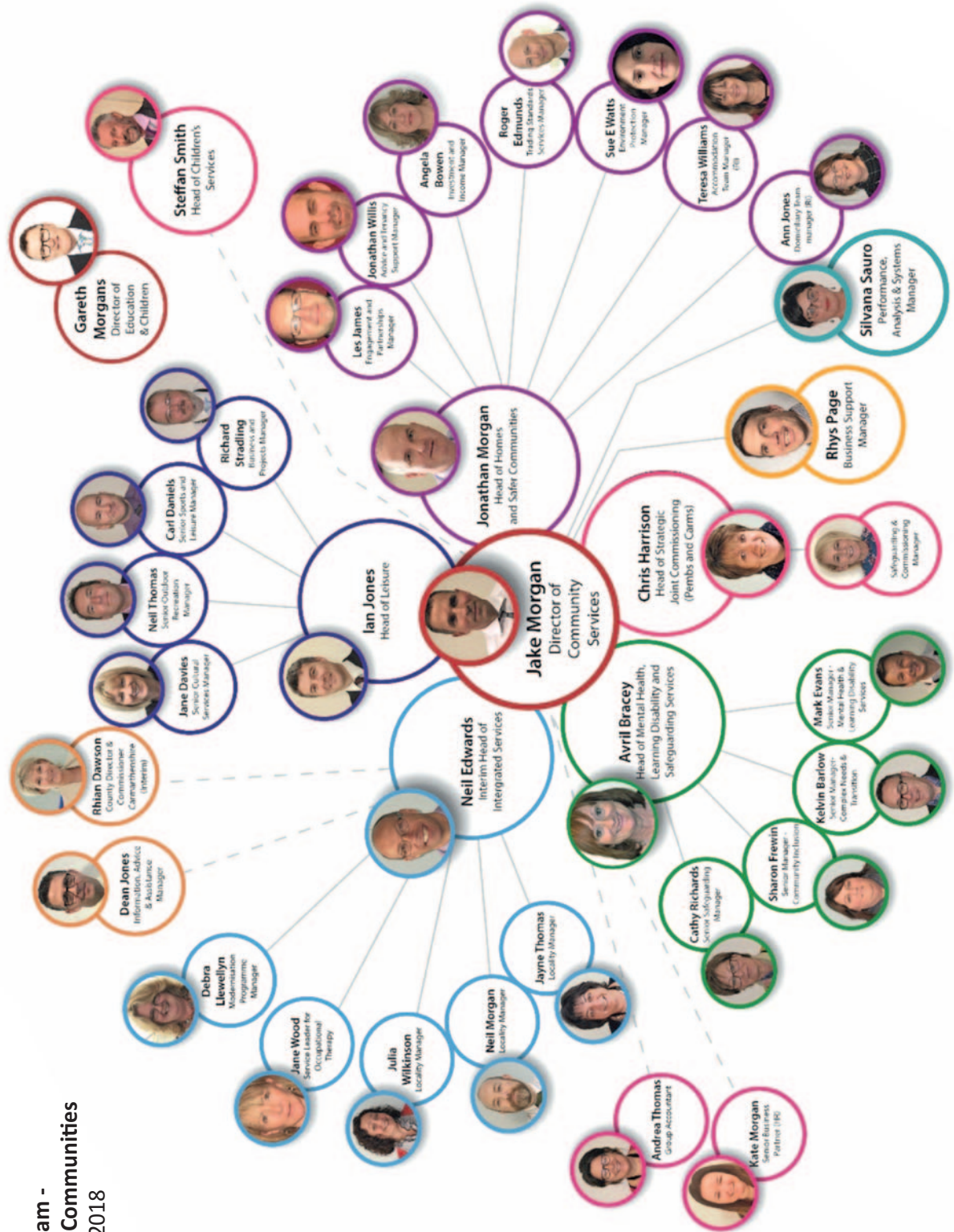
An effective relationship exists between the Executive Board Member and the Heads of Service. The Executive Board Member is supportive of the work of adults and children's services and regularly visits front line teams, service providers and attends appropriate community groups as well as relevant national conferences.

Carmarthenshire County Council has continued to play a significant role in the West Wales Care Partnership (WWCP), which brings together health, local authority, and third and private sector partners in the transformation and integration of health and care in the West Wales area. The Council hosts the regional Partnership Unit, which supports the work of the WWCP and Councillor Jane Tremlett chairs the statutory Regional Partnership Board.

A key focus for the WWCP over the past year has been the development of the 'Healthier West Wales' programme, through which the partnership will deliver the core objectives contained within Welsh Government's national plan for social care, 'A Healthier Wales' (June 2018). The region has already attracted £11.9m from the national Transformation Fund to support our programme. This includes over £7m for the flagship programme 'proactive technology-enabled care' which will provide responsive, proactive support to people within communities, improving wellbeing and reducing demand on statutory services, in which Delta Wellbeing will be a key delivery partner for the region. Other programmes focusing on integrated locality working and development of community support will be informed by existing successful schemes in Carmarthenshire.

6 Management Structure

Management Team - Department for Communities Structure Chart 2018



Appendix 1

What are our Strategic Priorities for 2019/2020

Adult Services

1. We will ensure that we have a through age approach to community resilience, including ensuring vulnerable people have equal access to education, training and employment, will be a key objective of the Learning Disability day service transformation plan. This will include new models for service delivery.
2. We will work with partners to contribute to health led transformation programmes in mental health and redesign of services within learning disability ensure appropriate mental health care services and support are available.
3. Following the review and consultation of our disability service we are working towards a through age model for disability to ensure seamless transition and pathways from children to adults.
4. Develop services to respond to the increased level of alcohol misuse in the Over 50s and the impact upon their health and wellbeing; including Alcohol related Brain Damage, alcoholic dementia and falls.
5. We are embedding a culture of "everybody's business", where professionals take ownership of risks. We will ensure the service user is involved by embedding a person centred approach to safeguarding which ensures the service user voice is heard and is central in decision making.
6. We will make the Information Advice & Assistance (IAA) service as effective as possible, focussing on prevention and early intervention, working with community and third sector organisations, to achieve better outcomes for individuals. A review in the coming year will take and apply lessons learned from this new initiative.
7. We will improve the population health and well-being across the 3 tiers by continuing to implement a preventative framework with clear outcomes of each tier.
 - a. Prevention
 - b. Early intervention
 - c. Promoting Independent Living
8. We will work with partners to provide more opportunities for vulnerable and older people to socialise in order to reduce loneliness, tackle inequalities and poverty
9. We will continue to develop and improve a more effective re-ablement /rehabilitation service to achieve better personal outcomes.
10. We will support people living with dementia and the development of more dementia friendly and supportive communities and provisions across the County
11. We will invest in the quality of our social work decision making and practice by providing appropriate guidance and training to ensure compliance with legislative requirements and to improve the way in which we can better demonstrate management oversight on case files.
12. We will further strengthen the provision and use of the Welsh language within social care services to be able to provide services in the language of service users' choice and ensure improved compliance with the 'Active Offer'.
13. We will bring together a range of local and regional strategies and initiatives into a single county plan for carers.

Children and Families

- 1.** We will continue to transform children's social work practice by embedding and developing the systemic model of working (within Pod's), combining cohesively with Signs of Safety, including Disability and Fostering Services.
- 2.** We will implement regional threshold and multi-agency child protection arrangements, and ensuring early intervention, and utilisation of preventative services (including TAF, Flying Start, and Family Support Services) to reduce the need for statutory involvement.
- 3.** We will continue effective management oversight and challenge of Assessments and Care and Support plans to ensure they are outcome focused, evidencing the voice of the child, and reflect the underpinning principles of the Social Services and Well-being Act (SSWBA).
- 4.** We will continue to develop and improve how Children's Services provide information, advice and assistance (IAA) to support families, ensuring information is easily available, accurate, accessible in different formats and maintain links with Welsh Government Dewis Team. Continue to strengthen links with community services in respect of children with disabilities.
- 5.** We will maintain the focus on placement stability in line with the Carmarthenshire Children's Services Action Plan in respect of Looked After children (LAC) subject to 3 or more placement moves, and participate in the Recruitment and Retention Strategy of the Region.
- 6.** We will continue to implement and develop the 'Signs of Safety' model and incorporate into practice in all children's services teams.
- 7.** On a regional basis, we will implement a personalised approach to allocating our resources for disabled children, ensuring that services are allocated on the basis of need and focus on meeting outcomes for the family.
- 8.** We will review our residential services for children with complex needs.

Appendix 2

1. COMMUNITY CARE ASSESSMENT – DTOC – SC Reasons

1.01 Awaiting completion of assessment

2. COMMUNITY CARE ARRANGEMENTS

2.01 Housing related issues

2.01.01 Mainstream

2.01.02 Sheltered

2.01.03 Specialist

2.01.04 Other

2.02 Home adaptation/equipment issues

2.02.01 Awaiting completion of assessment for equipment

2.02.02 Awaiting completion of assessment for adaptations

2.02.03 Awaiting completion of adaptations (DFG's)

2.02.04 Awaiting provision of community equipment (excluding NHS continuing healthcare)

2.02.05 Awaiting wheelchair provision

2.02.06 Awaiting provision of telecare and or telehealth equipment

2.02.07 Other

2.03 Home Care related issues

2.03.01 Awaiting start of new home care package

2.03.02 Awaiting restart of previous new home care package

2.03.03 Other

2.04 Care Home placement arrangements

2.04.01 Awaiting completion of arrangements prior to placement

2.04.02 Awaiting care home manager to visit and assess under Standard 3 (residential)

2.04.03 Awaiting care home manager to visit and assess under Standard 3 (nursing)

2.04.04 Other

2.05 Capacity restrictions

2.05.01 No appropriate vacancy exists

2.05.02 No appropriate facility exists

2.05.03 Other

2.06 Funding related issues

2.06.01 Assessment completed, awaiting funding authorisation

2.06.02 Funding not available for care home placement

2.06.03 Funding not available for home care package

2.06.04 Other

Appendix 3

Glossary

3T's	Carmarthen Area Teams	JAFF	Joint Assessment Family Framework
ACEs	Adverse Childhood Experiences	LA	Local Authority
ASD	Autistic Spectrum Disorder	LAC	Looked after Children
CCC	Carmarthenshire County Council	MACSE	Multi Agency Child Sexual Exploitation
CHC	Continuing Health Care	MWAS	Mid and West Wales Adoption Service
CIW	Care Inspectorate Wales	NAP	Network Access Protection
CPEL	Continuous Professional Education and Learning	NAS	National Adoption Service
CSE	Child Sexual Exploitation	NEET	Not in Education, Employment or Training
CWMPAS	Mid and West Wales Regional Safeguarding Adults Board	NERS	National Exercise Referral Scheme
CYPOP	Training in home-based childcare for child carers in Wales through the unit "Understand how to set up a home-based childcare service"	PCP	Person Centred Plan
CYSUR	Mid and West Wales Regional Safeguarding Children's Board	PEIPIL	Prevention, Early Intervention and Promoting Independent Living
DASH	Domestic Abuse Stops Here	RAS	Resource Allocation System
DEWIS	Dewis Cymru is the place for information about well-being in Wales	SCWWD	Social Care Wales Workforce Development Programme
DoLS	Deprivation of Liberty Safeguards	SHEP	School Holiday Enrichment Programme
DToC	Delayed transfer of Care	SLT	Speech and Language Team
FF	Families First	SSWBA	Social Services and Well-being (Wales) Act 2014
FIG	Feedback Improvement Group	TAF	Team around the Family
FIS	Family Information Service	TIC	Transform, Innovate and change
GP	General Practice	UWTSD	University of Wales Trinity Saint David
HCWP	Healthy Child Wales Programme	VAWDASV	Violence against women, domestic abuse and sexual violence
HDUHB	Hywel Dda University Health Board	WAO	Wales Audit Office
IAA	Information Advice and Assistance	WG	Welsh Government
ICC	Integrated Family Centres	WWCP	West Wales Care Partnership
ICF	Integrated Care Fund		
IFST	Integrated Family Support Team		

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**EXECUTIVE BOARD
23rd September 2019**

MODERNISING EDUCATION PROGRAMME

**PROPOSAL TO CHANGE THE NATURE OF PROVISION AT
YSGOL Y DDWYLAN, YSGOL GRIFFITH JONES, YSGOL
LLANGYNNWR AND YSGOL LLYS HYWEL**

Recommendations / key decisions required:

It is recommended that the Executive Board approves:

1. The observations received and the Local Authority's responses following the consultation period (Consultation Report attached) and the publication of a statutory notice to implement the proposal at:
 - Ysgol Y Ddwylan;
 - Ysgol Griffith Jones;
 - Ysgol Llangynnwr; and
 - Ysgol Llys Hywel.

Reasons:

- To support Carmarthenshire's Welsh in Education Strategic Plan launched on 25 June 2018 in accordance with WG Strategic Plans

Relevant Scrutiny Committee Consulted: Yes – 04/09/19

The Education & Children Scrutiny Committee resolved:

- That the observations received and the Local Authority's responses following the consultation period be noted;
- To endorse to the Executive Board the publication of a Statutory Notice to implement the proposal to change the nature of provision at Ysgol Y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Llys Hywel.

Executive Board Decision Required : YES 23/09/19

Council Decision Required NO

Executive Board Member Portfolio Holder: Cllr. Glynog Davies (Education & Children)

Directorate: Education & Children	Designations:	Tel Nos. / E-Mail Addresses:
Name of Head of Service: Simon Davies	Head of Access to Education	01267 246471 SiDavies@carmarthenshire.gov.uk
Report Author: Sara Griffiths	Modernisation Team Manager	01267 246618 SMGriffiths@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

EXECUTIVE BOARD 23rd September 2019

MODERNISING EDUCATION PROGRAMME

PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL Y DDWYLAN, YSGOL GRIFFITH JONES, YSGOL LLANGYNNWR AND YSGOL LLYS HYWEL

Background

On 25th June 2018 in accordance with WG Strategic Plans the Local Authority launched **Carmarthenshire's Welsh in Education Strategic Plan** and its vision for a bilingual Carmarthenshire. To achieve this, the authority will deliver significant growth in Welsh medium education and training to increase the number of children and young people who become fluent in both Welsh and English and have the ability to use their languages confidently with their families, in their communities and in the workplace.

With this in mind, the Local Authority has a responsibility to provide its communities with the best education and opportunities possible and believes that this can be achieved through set objectives. Carmarthenshire County Council are fully supportive of the aim that all pupils are able to speak, read and write in both Welsh and English fluently by the end of Key Stage 2 and will provide services that will ensure high quality learning opportunities for all Carmarthenshire's children, young people and adults, thereby enabling them to achieve their full potential as lifetime learners in the context of the unique bilingual nature of the County.

In order to support Carmarthenshire's Welsh in Education Strategic Plan and national policies in moving the county's schools along the Welsh language continuum, the consultation document sets out proposals with regards to the change in nature of provision at **Ysgol Y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Llys Hywel**.

The Proposal

The proposals are to change the nature of **Foundation Phase** provision at **Ysgol Y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Llys Hywel** to Welsh medium with the choice of language medium being introduced at Key Stage 2. Each proposal should be considered separately.

In accordance with Executive Board's instructions on the 13th May 2019 a formal consultation exercise was undertaken from 20 May 2019 to 30 June 2019. The results of the consultation exercise are contained in the attached Consultation Report.

The E&C Scrutiny Committee were provided the opportunity to offer comment and a recommendation to the Executive Board whether or not to publish a Statutory Notice. Should the Executive Board grant permission to proceed to Statutory Notice, the intention is to publish on 24th September 2019.

If approved, following the end of the Statutory Notice period, an objection report which summarises any objections received by stakeholders, will be presented to the E&C Scrutiny Committee and Executive Board and ultimately County Council for determination.

Recommendation

It is recommended that the Executive Board approves the publication of a statutory notice to implement the proposal at:

- Ysgol Y Ddwylan;
- Ysgol Griffith Jones;
- Ysgol Llangynnwr; and
- Ysgol Llys Hywel

DETAILED REPORT ATTACHED?	YES: Consultation Report
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: **S. Davies** **Head of Access to Education**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	YES	YES	NONE

1. Policy, Crime & Disorder and Equalities

Developments are consistent with the Authority’s Corporate Strategy and the Modernising Education Strategic Outline Programme and WESP 2018.

2. Legal

Appropriate consultation was initiated in accordance with the relevant statutory procedures.

3. Finance

Revenue implications will be catered for within the Local Management of Schools Fair Funding Scheme.

4. ICT None
5. Risk Management Issues The proposal may impact on the demand for school places at the school and surrounding catchment area schools. Admissions will be monitored and if required, appropriate action will be undertaken.
6. Staffing Implications Staffing implications will be addressed in accordance with the County Council's Policy and Procedures.
7. Physical Assets None

CONSULTATIONS

<p>I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:</p> <p>Signed: S. Davies Head of Access to Education</p>
<p>1. Scrutiny Committee – Were consulted on 24 April 2019 and 4th September 2019 as part of the formal consultation process.</p> <p>The Education & Children Scrutiny Committee resolved:</p> <ul style="list-style-type: none"> • That the observations received and the Local Authority's responses following the consultation period be noted; • To endorse to the Executive Board the publication of a Statutory Notice to implement the proposal to change the nature of provision at Ysgol Y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Llys Hywel <p>2. Local Member(s) – The local members are aware of the proposals and were consulted during the formal consultation period.</p> <p>3. Community / Town Council – Consulted during the formal consultation period.</p> <p>4. Relevant Partners – Consulted during the formal consultation period.</p> <p>5. Staff Side Representatives and other Organisations – Consulted during the formal consultation period.</p>

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Stage 2 (Permission to Notice) – ECS Scrutiny Report	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=153&MId=2005&Ver=4
Consultation Report	https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/y-ddwylan/ https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/griffith-jones/ https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/llys-hywel/ https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/llangunnor/
Stage 1 (Permission to Consult) – Executive Board Report	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&MId=3025&Ver=4
Stage 1 (Permission to Consult) – ECS Scrutiny Committee Report	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=153&MId=2235&Ver=4
Consultation Document	https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/y-ddwylan/ https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/griffith-jones/ https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/llys-hywel/ https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/llangunnor/
Carmarthenshire's Welsh in Education Strategic Plan	https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/welsh-in-education-strategic-plan/
MEP Biennial Review	www.carmarthenshire.gov.uk Executive Board 20 th June 2016
21 st Century Schools Website	www.21stcenturyschools.org

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DEPARTMENT FOR EDUCATION & CHILDREN

CONSULTATION REPORT

For the proposal to change the nature of provision at

Ysgol Y Ddwylan, Ysgol Griffith Jones, Ysgol

Llangynnwr and Ysgol Llys Hywel

Our Vision.....Carmarthenshire is a community where children are safe and nurtured and learners of all ages are supported to achieve their full educational potential

September 2019

Gareth Morgans

Director of Education and Children's Services



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru

YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

School Modernisation Section

Sara Griffiths, Modernisation Team Manager

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1. Introduction

Following approval from the Executive Board on 13th May 2019, Carmarthenshire County Council on 20th May 2019 published proposals to change the nature of Foundation Phase provision at:

- Ysgol y Ddwylan;
- Ysgol Griffith Jones;
- Ysgol Llangynnwr; and
- Ysgol Llys Hywel.

The consultation period closed on 30th June 2019 and this report summarises: the responses received during the consultation period; Carmarthenshire County Council's response to those observations; Estyn's response to the proposal and the pupils' response.

It must be noted that whilst this report summarises the responses for all proposals, the four proposals should be considered **separately**.

2. Executive Summary- Ysgol Y Ddwylan

The Consultation Period

On the 20th May 2019 Carmarthenshire County Council published proposals to change the nature of Foundation Phase provision at Ysgol Y Ddwylan, within the community of Newcastle Emlyn. The County Council's proposal is to:

- Change the nature of provision in the Foundation Phase from dual stream to Welsh medium.

The consultation period commenced on the 20th May 2019 in line with the publication of the proposals and closed on 30th June 2019 with a total of 61 responses received (excluding the responses received from Estyn and the pupils' consultation) in response to the formal consultation.

Responses Received		
Online Survey	Email	Total
59	2	61

It must be noted that of the 61 responses received, all were received prior to the end of the consultation period.

Responses Received

This proposal has been prepared in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh Medium Education Strategy in line with Welsh Government Policies. The proposal to move Ysgol Y Ddwylan along the Welsh language continuum will help the authority achieve their vision of a bilingual Carmarthenshire and support the Welsh Government's aim of achieving a million Welsh speakers by 2050.

For completeness, these responses have also been included within this report and the themes of all comments received are as follows:

Supportive

- Theme 1 - Bilingualism
- Theme 2 – Increases the number of Welsh speakers and helps preserve the Welsh Language

- Theme 3 – The proposal adheres to Council and Welsh Government policies
- Theme 4 – Consider further linguistic development along the Education Sector
- Theme 5 – Immersion
- Theme 6 – No reason

Concerns

- Theme 1- Removal of Choice
- Theme 2 – The Pupils' Education and Later Life Opportunities
- Theme 3 - Consultation Process/Misrepresentation of Data
- Theme 4 – Status Quo is Successful
- Theme 5 - Forcing the Welsh Language
- Theme 6 – Additional Learning Needs (ALN)
- Theme 7 – Discrimination and Exclusion
- Theme 8- The Community
- Theme 9 – Coping with the Welsh Language
- Theme 10 – Parents won't be able to help support their child
- Theme 11- Transport and Travel to Other Schools
- Theme 12 – Welsh Government/ Carmarthenshire County Council Policies/ Saving Money
- Theme 13 – Inside and Outside Catchment Pupils
- Theme 14 – Transfer to English Medium Schools
- Theme 15 - No Reason

Of the 61 respondents, they are categorised as follows:

- Parent (39)
- Staff Member (5)
- School Governor (3)
- Grandparent (4)
- Other (10)

Overall Summary

Supportive	41%	Not Supportive	59%
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Workshops

Following the closure consultation period on the 30th June 2019 workshops were held to analyse the responses received.

Consultation Event

A consultation drop in session was held at Ysgol Y Ddwylan on 5th June 2019 between 5pm and 7pm to offer an opportunity for staff, parents and stakeholders to ask questions and discuss the proposal.

The consultation drop in session was attended by 10 stakeholders categorised as follows:

Category	No
Ysgol Y Ddwylan Staff	2
Secondary School Head Teacher	1
Menter Gorllewin Sir Gar	2
Parents	4
Councillor (Town and Local)	1

Next Steps

The Consultation Report will be presented to the Education & Children's Scrutiny Committee for comments and a recommendation and then ultimately to the Executive Board for determination on whether or not to proceed with the proposal and publish a statutory notice. Should the Executive Board decide to proceed to the next stage, a Statutory Notice will be published during the Autumn Term 2019.

2.1 Summary of Observations received and Local Authority Responses

Point Number	Point Raised	Local Authority Response	Number of responses raising this point	% of responses raising this point
Supportive Comments Raised				
1.	<p><u>Bilingualism</u></p> <p>The proposal will provide all pupils with the opportunity to become bilingual with the skills to be able to read, write and speak fluently in both Welsh and English languages. This will also help develop bilingualism within the community.</p> <p>Bilingualism offers many advantages to all pupils and learning through the Welsh language should not be seen as a disadvantage. All pupils should be provided with the opportunity to benefit from the many advantages of being bilingual.</p>	<p>It is the belief of the Local Authority, based upon international evidence and local experience, that children benefit from a truly bilingual education, which provides wider skills development, such as: cognitive ability, task understanding and flexibility, enhanced powers of concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals' cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a bilingual education.</p> <p>The Local Authority acknowledges that bilingualism will increasingly over time become an employment skill. For example,</p>	2	3%

		<p>all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>The support was noted.</p>		
2.	<p><u>Increases the number of Welsh speakers and helps preserve the Welsh Language</u></p> <p>The proposal will increase the number of Welsh speakers within the community and Carmarthenshire, in line with the Welsh Government's aim of reaching 1 million Welsh speakers by 2050.</p>	<p>There is a national priority in Wales, shared by Carmarthenshire County Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all community members with the opportunity to develop their Welsh language skills.</p> <p>The support was noted.</p>	2	3%
3.	<p><u>The proposal adheres to Council and Welsh Government policies</u></p> <p>In line with the Local Authority's Welsh in Education Strategic Plan and Welsh</p>	<p>The Local Authority is promoting the current proposal for primary education in the area as it firmly believes that this is in the best interests of the children's education. However, the Local Authority also has a</p>	2	3%

	<p>Government's "Cymraeg 2050: A million Welsh Speakers" the proposal ensures that the Local Authority is adhering to Council and Welsh Government policies with the explicit aim of improving planning of the provision of education through the medium of Welsh, for improving the standards of that education and of the teaching of Welsh. The proposal ensures that the Local Authority meet their aim of increasing the provision of Welsh medium education in Carmarthenshire and ensure linguistic continuity from the nursery sector along the key stages to the secondary sector so that every pupil becomes fluent and confident in both Welsh and English languages.</p>	<p>responsibility to follow its own policies along with Welsh Government policies.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service. All relevant recommendations and actions from the strategy have been incorporated within Carmarthenshire's WESP.</p>		
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On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan which seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

The support was noted.

	<p><u>Consider further linguistic development along the Education Sector</u></p> <p>It was recognised that the proposal moves the school along the language continuum, however consideration needs to be given to further linguistic development along all areas of the education sector.</p>	<p>On the 25th June 2018, in accordance with Welsh Government Strategic Plan, the Local Authority launched Carmarthenshire's Welsh in Education Strategic plan with its vision for a bilingual Carmarthenshire.</p> <p>The Plan requires all schools within the county to move along the language continuum and notes the following objectives:</p> <ul style="list-style-type: none"> • Ensure that every pupil is completely bilingual (and multilingual) when leaving school so that they have the skills to operate as bilingual citizens in their communities, the workplace and beyond/worldwide; • Provide services that will ensure high quality learning opportunities for all Carmarthenshire's children, young people and adults, and thereby enabling them to achieve their full potential as lifetime learners in the context of the unique bilingual of the County; • Ensure progression from pre-school Welsh medium provision to bilingual primary and secondary education; 	2	3%
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		<ul style="list-style-type: none"> • Ensure linguistic progression across curricular areas when transferring from Key Stage 2 to Key Stage 3, from Key Stage 3 to Key Stage 4 and promote linguistic progression from Key Stage 4 to lifelong learning; and • Work in partnership with all providers to improve the standard of Welsh within the learning environment. 		
5.	<p><u>Immersion</u></p> <p>It is clear that learning Welsh as a second language is ineffective in creating bilingual individuals. The best way to create bilingual young people who are confident in reading, writing and speaking in both Welsh and English languages is through immersion.</p>	<p>The Local Authority acknowledges the international evidence, cited by the Welsh Government, confirming that the most effective way of developing bilingual children is to immerse them in the less common language whilst also developing their skills in the more common language. The Welsh Government also promotes that for children who are from non-Welsh speaking families that immersion in Welsh in school is particularly important in embedding the language.</p> <p>The support was noted.</p>	1	2%
6.	<p><u>No Reason</u></p> <p>Some respondents did not provide a reason for their support.</p>		0.5	1%

Concerns Raised

1.	<p><u>Removal of Choice</u></p> <p>There are concerns regarding the removal of choice of English medium education at the school. It is believed that parents should have the choice of which language their children should be educated through.</p>	<p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, for improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p>	13	21%
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The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.

The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and

		<ul style="list-style-type: none"> • Outcome 7 – Workforce planning and continuing professional development. <p>The proposal is adhering to the recommendations as set out in Carmarthenshire’s WESP.</p> <p>Choice is an important issue in the consideration of this proposal, with the most important aspect of choice being that which is available to children as they progress through their education and early lives. This proposal provides all pupils with the opportunity to become fully bilingual with the skills to read, write and speak in both Welsh and English languages by the time they leave primary school. The Local Authority’s proposal to develop bilingual children by the time they leave primary school gives children a choice as they move along the education sector. The most effective way of developing bilingual children in the primary sector is to immerse them in Welsh medium education. It is generally accepted in the education profession that studying Welsh as a second language does not develop truly bilingual young people and the schools has been</p>		
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		identified as having the potential to move quickly along the language continuum.		
2.	<p><u>The Pupils' Education and Later Life Opportunities</u></p> <p>It is believed that learning through the medium of Welsh will have a detrimental effect on the pupils' education and English language skills, and will disadvantage children from entering further or higher education and later on in life when applying for job vacancies etc. It is believed that not all pupils will be able to reach their full potential by learning through the medium of Welsh. It must also be noted that the most common language used in day to day life, working life and the business world is English – therefore pupils' understanding of the English language must be secure in order to ensure maximum success within the real world.</p>	<p>It is the belief of the Local Authority, based upon international evidence and research and local experience, that children benefit from a truly bilingual education, which provides wider skills developments, such as cognitive ability, task understanding and flexibility, enhanced powers of concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals' cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a Welsh medium education.</p> <p>The Local Authority notes that on average, bilingual children achieve higher grades in the English language. It should also be noted that on average, about 80% of Carmarthenshire pupils who receive Welsh medium education receive an A*-C grades in both Welsh and English languages.</p> <p>Bilingualism will increasingly over time become an employment skill. For example,</p>	12	20%

		<p>all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>Schools prepare young people with the skills to attend universities around the world and the Welsh language should not be seen as a disadvantage. Rather than being an impediment, possessing skills in the Welsh language is seen by many universities, inside and outside Wales, as an additional skill, which can offer benefits when a young person is competing for a place to study.</p>		
3.	<p><u>Consultation Process</u></p> <p><u>Consultation</u> Some respondents felt that the consultation had not been widely enough publicised and should have been more accessible.</p>	<p>The consultation process has been conducted in compliance with the statutory School Organisation Code 2018 and all required stakeholders have been notified and consulted with.</p> <p>Prior to formal consultation, an informal drop in session was held at the school and</p>	9	15%

	<p><u>Misrepresentation of Data</u> Some respondents felt that the data and information contained within the Consultation Document was incorrect and a deliberate misrepresentation to mislead stakeholders.</p>	<p>during the consultation period a further drop in session was held for stakeholders to discuss the proposal. It must be noted that this practice is not a statutory requirement of the School Organisation Code but considered good practise by CCC.</p> <p>The consultation period was held from 20th May until 30th June 2019 and was widely publicised via Carmarthenshire County Council's website and social media and was reported by local media. Consultees were able to respond to the consultation via the online survey, e-mail or letter.</p> <p>All data and information contained within the Consultation Document is accurate and is based upon the Pupil Level Annual School Census Data (PLASC). Information regarding the current linguistic arrangements at the school was provided in the document and all data was represented accurately with regards to the proposal. All data contained within the Consultation Document is stipulated as a requirement within the School Organisation Code 2018.</p>		
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	<p><u>Status Quo is Successful</u></p> <p>The current linguistic arrangements at the school are working well and there is no need for change.</p>	<p>The Local Authority acknowledge that the school is performing well and is successful. This proposal seeks to improve even further the opportunity for children attending the school to secure continually improving outcomes. Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p> <p>The language strategy received cross-party support from elected members when it was</p>	8	13%
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adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.

The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and

		<ul style="list-style-type: none"> • Outcome 7 – Workforce planning and continuing professional development. <p>The proposal is adhering to the recommendations as set out in Carmarthenshire’s WESP.</p> <p>It is important to note that the WESP requires all primary schools in Carmarthenshire, including English medium schools, to move along the language continuum, progressively expanding the proportion of education that is delivered through the medium of Welsh, with a view to ensuring that in time all children leaving primary school are fully bilingual.</p> <p>The pace at which schools will be able to expand bilingualism and Welsh medium education will depend upon local circumstances but the expectation for progress applies to all schools. The school has been identified as having the potential to move quickly along the language continuum.</p>		
5.	<p>Forcing the Welsh Language The community should have a choice of whether to learn through the</p>	The proposal is consistent with national policy to expand Welsh medium education in order to develop increasing numbers of	6	10%

	<p>medium of Welsh or English and the Welsh language should not be forced on anyone. It is important to learn the Welsh language and some pupils may want to use the language in their day to day life however; not all pupils will want to receive their education through the medium of Welsh. Forcing the Welsh language will not create more Welsh speakers, in fact it will have the opposite effect. Implementing the proposal will force pupils to seek English medium education at other English medium schools which will deny pupils exposure to the Welsh language.</p>	<p>fully bilingual young people and to enable more children to benefit from the advantages of bilingualism, gathered through international research.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>It is important to remember that the teaching and the development of the English language still occurs in Welsh medium schools to the highest of standards, as a statutory part of the curriculum.</p> <p>International evidence, cited by the Welsh Government, confirms that the most effective way of developing bilingual</p>		
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		<p>children is to immerse them in the less common language whilst also developing their skills in the more common language. The Welsh Government also promotes that children who are from non-Welsh speaking families that immersion in Welsh in school is particularly important in embedding the language.</p>		
6.	<p><u>Additional Learning Needs (ALN)</u> Children with special education needs or additional learning needs may not be able to cope with learning through the medium of Welsh and may require English medium education. It is unfair to assume that all children with SEN/ALN will be able to learn through the medium of Welsh.</p>	<p>Carmarthenshire County Council's policy is that all its schools should be inclusive, with children with additional learning needs being educated in a mainstream setting alongside their peers wherever possible.</p> <p>For this proposal, the support provided to children currently in the schools with additional needs will continue through the medium in which they currently receive their education. Should the proposal be implemented, all future pupils will receive support which is individually tailored to their needs.</p> <p>All pupils with additional learning needs have specific individual plans based on their circumstances and a tailored support programme is provided according to need. Generally, an additional learning need is not a barrier to learning two languages. It is important to assess and</p>	6	10%

monitor progress in each or all of the languages that a child is using or learning, including sign and visually supported communication systems required for some pupils, particularly as the stronger developed language can be used to support and build learning through a lesser developed language medium. Staff are required to differentiate the curriculum and make reasonable adjustments to the language of instruction and response in order to accommodate additional needs and ensure access to the curriculum and learning progress. At times it may be appropriate to target additional support in one language for a period to consolidate and accelerate learning, e.g. in literacy. There will be rare instances, however, where a child may be diagnosed with a condition that is not conducive to a fully bilingual education. In these circumstances a package of support is identified by professional practitioners and discussed with parents.

Whilst the system is designed to meet the needs of learners through an universal and inclusive approach, for a small number of children with significant and complex additional needs this is not always possible

and specialised provision offers a more appropriate learning setting.

In order to make sure that the needs of all learners are met the schools system in Carmarthenshire includes a range of provision for children with additional needs. A specialised school or unit offer education to children with the most profound or complex needs where a mainstream setting is either not suitable for the children's needs or where parents prefer an alternative setting. Selected secondary and primary schools across the county include specialised units for children with particular needs, such as autism, sensory impairment or speech and language delay. The Department for Education and Children provides specific additional support in schools wherever practicable so that as many children as possible remain in their local school. Whilst the Council's preference is to meet the needs of all children in a mainstream setting wherever possible, this is not always practicable. It is this Council's experience that the vast majority of pupils with a wide range of additional learning needs and abilities are successful in our schools irrespective of the language of instruction but the Council

		does acknowledge that there will be a very few children whose needs cannot be met other than through provision at a specialist unit.		
7.	<p><u>Discrimination and Exclusion</u></p> <p>It is believed that the proposal is discriminatory and segregates non-Welsh/English speaking families who desire English medium education. Should the proposal be implemented, pupils could be forced to seek English medium education elsewhere, thus further excluding them from their local community.</p>	<p>This proposal does not seek to discriminate against non-Welsh/English families or to exclude any community members from their own local community in any way. On the contrary, this proposal seeks to provide all children with the opportunity to become fully bilingual with the skills to be able to read, write and speak in both Welsh and English languages by the time that they leave primary school.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language. It is important to note that there will be no change for current pupils attending the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>There is a national priority in Wales, shared by Carmarthenshire Council, to increase the number of people in our communities</p>	4	7%

		<p>who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all pupils/parents and community members with the opportunity to develop their Welsh language skills.</p>		
8.	<p><u>The Community</u> The proposal is inconsistent with the make-up of community and will not cater for the needs of the whole community.</p> <p>It is felt that this proposal will have a negative effect on the community due to families moving out of the area to seek English medium education elsewhere. In addition, only providing Welsh medium education may result in less people moving to the area due to unsuitable education provision. This will result in a negative impact on the economy within the local area.</p>	<p>The Local Authority acknowledges that some members of the community are unable to speak the Welsh language and that some children attending the school come from non-Welsh/English backgrounds. It is, therefore important for the Local Authority to increase the provision of Welsh medium education in order to promote bilingualism in the area and to ensure that every pupil becomes fluent and confident in both Welsh and English languages.</p> <p>There is a national priority in Wales, shared by Carmarthenshire County Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that</p>	4	7%

they are fully bilingual by the time they leave primary school.

The Local Authority acknowledges that the nature of communities' changes over time and that social mobility continues to increase. The Local Authority considers that this point reinforces the need to embed Welsh medium education in as many communities as possible in order to bolster the language and provide as many children as possible with the opportunity to develop as truly bilingual citizens and to benefit from the personal advantages that bilingualism brings.

It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.

It is hard to estimate the effect the proposal will have on the number of families moving into the area. However, the Local Authority are hopeful that they will understand the benefits of a Welsh medium education and the opportunities and advantages that it can provide. This proposal will provide all future pupils with the opportunity to become fully bilingual in both Welsh and English languages by the time they leave primary school and benefit from these advantages throughout their lives.

The Local Authority is also hopeful that this proposal will have a positive effect on the local economy by providing community members with the opportunity to develop their Welsh language skills. Bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.

9.	<p><u>Coping with the Welsh Language</u></p> <p>Concerns were raised that not all children will be able to cope with learning through the medium of Welsh, especially pupils from non-Welsh backgrounds. In addition, there are concerns that non-Welsh speaking parents may find it hard to support and help their children with their school work and home work should the school the proposal be implemented.</p>	<p>The school will continue to provide support for current pupils through the medium of which they currently receive their education. Should the proposal be implemented, sufficient support will be provided to all new pupils in accordance with the needs of each individual. It is also important to note that staff are required to differentiate the curriculum and make reasonable adjustments when required to meet the needs of every pupil. "Athrawon Bro" who provide support to the schools around the county will also be supporting the school. Welsh Language Immersion Centres will also be available for those pupils who may need extra input linguistically.</p> <p>The schools currently offer a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of individual families.</p> <p>Several organisations who attended the formal drop in session during the consultation period have also offered their</p>	4	7%

		help and support to the community with the development of the Welsh language.		
10.	<p><u>Parents won't be able to help support their child</u></p> <p>Concerns were raised that parents will no longer be able to play an active role in their child's education.</p>	<p>Welsh schools set homework instruction in Welsh and in English so there will be no problem in understanding what children are being asked to do at home. Work set will be appropriate to the pupil's age and ability level and therefore should be within reach. Developing increasingly as independent learners, parents may find that children are happy to progress without extra parental guidance as they get older.</p> <p>The school currently offers a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of families.</p>	4	7%
11.	<p><u>Transport and Travel to Other Schools</u></p> <p>It is unfair to expect parents to transport pupils to other schools to receive English medium education. This will have time and financial impact on families.</p>	<p>As there will be no change for current pupils attending the schools, there is consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that all future pupils will attend their local school.</p> <p>The Local Authority are not proposing alternative English medium schools as part</p>	3	5%

		of the proposal. Should parents elect to place their children in alternative schools they will do so in full consideration of all the factors that apply, including transport implications. If any parents elect to place their children in alternative schools that are neither the designated nor nearest school, these parents will assume full responsibility for transporting their children to school.		
12.	<p><u>Welsh Governemnt/ Carmarthenshire County Council Policies/ Saving Money</u></p> <p>Some respondents do not feel that following County Council and Government policies such as WESP is a good enough reason to approve and implement the proposal as it will have no long term benefit. It is felt that these policies have no purpose or justification and are just pushing the Welsh language agenda and wasting money.</p>	<p>The Local Authority is promoting the current proposal for primary education in the area as it firmly believes that this is in the best interests of the children's education. However, the Local Authority also has a responsibility to follow its own policies along with Welsh Government policies.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p>	3	5%

Every local authority in Wales, including Carmarthenshire County Council has a responsibility to respond to the Act and the Welsh Government's Welsh Medium Education Strategy and is accountable individually to the Welsh Government. Carmarthenshire County Council's WESP has been approved by the Welsh Government in accordance with the requirements of the Act.

The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

		Should the Local Authority not seek to achieve the specific outcomes as detailed in WESP, then it would not meet its aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh as recommended by the Welsh Government.		
13.	<p><u>Inside and Outside Catchment Pupils</u></p> <p>There are concerns regarding the number of pupils travelling from outside of the area/catchment to access education at the school. If the proposal is implemented, the pupils' access to preferred education provision will be limited.</p>	The movement of pupils between school catchment areas is a common circumstance across the country in both urban and rural areas. Children living within catchment areas receive preference to attend their catchment schools before children living outside the catchment area. However, parents can state a preference for a school, which is not the designated catchment area school and they do this for a number of reasons, e.g. access to extended family for working parents, ease of transporting children, proximity of the home to schools, reputation, provision, faith character, etc. When parents elect to place their children in a particular school they will do so in full consideration of all the factors that apply, including the nature of provision.	3	5%

		<p>However, it is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p>		
14.	<p><u>Transfer to English Medium schools</u> It is unfair for pupils who desire/require an English medium education to have to transfer to another school outside of their catchment. In addition, it is felt that pupils who struggle with the Welsh language will also have to transfer to another school.</p>	<p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school. Sufficient support</p>	1	2%

		<p>will be provided for all future pupils in accordance with each individual's needs.</p> <p>Please see point 9 which refers to the help and support which is currently and will continue to be provided to all pupils and parents with regards to the Welsh language.</p> <p>Please see point 6 which refers to pupils with additional learning needs, special educational needs and the help and support which is and will continue to be provided to these pupils.</p>		
15.	<p><u>No Reason</u> Some respondents did not provide a reason for their objection.</p>		0.5	1%

2.2 Estyn's Observations regarding the Proposal

Estyn response to the proposal by Carmarthenshire County Council's consultation on changing the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Y Ddwylan.

This report has been prepared by Her Majesty's Inspectors of Education and Training in Wales.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However Estyn is not a body which is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer.

Introduction

This is a consultation proposal from Carmarthenshire County Council.

The proposal is to:

- **change the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Y Ddwylan.**

Summary/Conclusion

The proposal focuses on ensuring significant growth in Welsh-medium education and training to increase the number of people of all ages to become fluent in both Welsh and English and have the ability to use their languages confidently with their families, in their communities and in the workplace. The proposer also notes that this is in accordance with the Welsh Government policy of 'Cymraeg 2050: A Million Welsh Speakers'.

As a result, the proposer notes clearly that from 1st September 2020 the nature of Foundation Phase provision of Ysgol y Ddwylan changes to Welsh medium education.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

Description and benefits

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will

strengthen pupils' bilingual skills from an early age providing them with a firm foundation for future linguistic development. The proposer states validly that the number of pupils attending the English stream Foundation Phase at Ysgol Y Ddwylan is considerably lower than those attending the Welsh stream Foundation Phase.

The proposer notes appropriately additional advantages of the proposal. These include the opportunity for pupils to gain early immersion in the Welsh language from a young age, which allows pupils to gain a firm foundation in the Welsh language. Furthermore, the proposer notes clearly that Welsh medium provision will provide pupils with enhanced linguistic skills for further development in Key Stage 2.

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

The proposer has identified suitably the disadvantages of the current proposal, which focuses on potential local community resistance to the proposal as well as the statutory process required to implement the proposal. The proposer does identify important concerns such as the current decline in pupil number intake in both Ysgol y Ddwylan and Ysgol Gyfun Emlyn due to the influx of pupils selecting the neighbouring 3-19, Welsh medium school. However, the proposer states clearly that strengthening the Welsh medium provision in the foundation Phase at Y Ddwylan would support the developing Welsh medium culture at Ysgol Emlyn, in line with the aims of the WESP.

The proposer confirms that there will be no change to the current transfer arrangements for pupils in respect of Secondary education and no change to the current school catchment area.

Educational Aspects of the proposal:

The proposer makes appropriate reference to the outcomes of the schools' most recent Estyn inspection. It identifies correctly that current performance and prospects for improvement were judged to be adequate at the time of the core inspection. The proposer also refers briefly to the schools' categorisation within the National School Categorisation System which is currently in the 'amber' support category.

It concludes reasonably that it does not anticipate any negative impacts on the quality of standards of education and wellbeing of pupils in the school. The proposer asserts strongly that increasing the number of children and young people who become fluent in both Welsh and English would ensure

that they have the ability to use their languages confidently with their families, in their communities and in the workplace.

2.3 Local Authority Response to Estyn's Observations

As can be seen from Estyn's observations they are of the opinion that the proposal is at least likely to maintain the current standard of education. Their observations include supporting statements as noted below.

Statements of support for this proposal by Estyn

The council has given appropriate consideration to three options and has chosen the above proposal.

Estyn is of the opinion that this proposal is likely to at least maintain the current standard of education and provision in the area.

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will strengthen pupils' bilingual skills from an early age providing them with a firm foundation for future linguistic development.

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

2.4 Consultation with the Pupils

School: Ysgol Y Ddwylan

Date: 27th June 2019

Consultation undertaken by: Mrs Catrin Griffiths – Welsh Language Development Manager

Interviewed: Cross section of 14 pupils from years 2 to 6 from both the English and Welsh streams.

Summary

An informative discussion was held with pupils, regarding the proposal to change the nature of Foundation Phase provision at the school and the advantages and disadvantages of the proposal. A summary of this discussion can be found below.

Pupils' Feedback

All pupils felt that learning Welsh in the Foundation Phase was a lot easier than learning Welsh at a later stage in their education. At this stage in education they felt that children absorb the language and are 'used to it', rather than having to 'learn' it.

The pupils felt that there are many advantages in learning Welsh as it is the language of the country in which we live. It was discussed that we are fortunate to have our own language and that other than England all other countries have their own language.

They felt that all schools should give pupils an opportunity to become fluent in both English and Welsh and realised that the best way to make pupils bilingual is to teach Welsh 'all the time' at school.

They felt that people living in Wales should '...make the effort' to speak the language of the country and to be proud that they can speak it.

They discussed the advantages of being able to speak Welsh when looking for a job in Wales and that being bilingual can improve your confidence generally.

Homework was discussed and they felt that parents perceive it to be a problem because they cannot speak Welsh. As pupils however said that they

were able to ask questions in English and do the work in Welsh if they needed any help. They can also refer to the teachers for help if needed also.

All pupils were in agreement that the proposal should be implemented.

3. Executive Summary- Ysgol Griffith Jones

The Consultation Period

On the 20th May 2019 Carmarthenshire County Council published proposals to change the nature of Foundation Phase provision at Ysgol Griffith Jones, within the community of St Clears. The County Council's proposal is to:

- Change the nature of provision in the Foundation Phase from dual stream to Welsh medium.

The consultation period commenced on the 20th May 2019 in line with the publication of the proposals and closed on 30th June 2019 with a total of 9 responses received (excluding the responses received from Estyn and the pupils' consultation) in response to the formal consultation.

Responses Received		
Online Survey	Letter	Total
8	1	9

It must be noted that of the 9 responses received, all were received prior to the end of the consultation period.

Responses Received

This proposal has been prepared in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh Medium Education Strategy in line with Welsh Government Policies. The proposal to move Ysgol Griffiths Jones along the Welsh language continuum will help the authority achieve their vision of a bilingual Carmarthenshire and support the Welsh Government's aim of achieving a million Welsh speakers by 2050.

For completeness, these responses have also been included within this report and the themes of all comments received are as follows:

Supportive

- Theme 1 – Bilingualism

- Theme 2 – Consider further linguistic development along the Education Sector

Concerns

- Theme 1 – Status Quo is Successful
- Theme 2 – The Pupils' Education and Later Life Opportunities
- Theme 3 – Discrimination and Exclusion
- Theme 4 – Issues with Other Schools
- Theme 5 – Parents won't be able to help support their child

Of the 9 respondents, they are categorised as follows:

- Parent (6)
- Grandparent (1)
- Other (2)

Overall Summary

Supportive	67%	Not Supportive	33%
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Workshops

Following the closure consultation period on the 30th June 2019 workshops were held to analyse the responses received.

Consultation Event

A consultation drop in session was held at Ysgol Griffith Jones on 6th June 2019 between 5pm and 7pm to offer an opportunity for staff, parents and stakeholders to ask questions and discuss the proposal.

The consultation drop in session was attended by 7 stakeholders categorised as follows:

Category	No
Ysgol Griffith Jones Staff	2
Secondary School Head Teacher	1
Menter Gorllewin Sir Gar	2
Parent	2

Next Steps

The Consultation Report will be presented to the Education & Children's Scrutiny Committee for comments and a recommendation and then ultimately to the Executive Board for determination on whether or not to proceed with the proposal and publish a statutory notice. Should the Executive Board decide to proceed to the next stage, a Statutory Notice will be published during the Autumn Term 2019.

3.1 Summary of Observations received and Local Authority Responses

Point Number	Point Raised	Local Authority Response	Number of responses raising this point	% of responses raising this point
Supportive Comments Raised				
1.	<p><u>Bilingualism</u></p> <p>The proposal will provide all pupils with the opportunity to become bilingual with the skills to be able to read, write and speak fluently in both Welsh and English languages. This will also help develop bilingualism within the community.</p> <p>Bilingualism offers many advantages to all pupils and learning through the Welsh language should not be seen as a disadvantage. All pupils should be provided with the opportunity to benefit from the many advantages of being bilingual.</p>	<p>It is the belief of the Local Authority, based upon international evidence and local experience, that children benefit from a truly bilingual education, which provides wider skills development, such as: cognitive ability, task understanding and flexibility, enhanced powers of concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals' cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a bilingual education.</p>	1	11%

		<p>The Local Authority acknowledges that bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>The support was noted.</p>		
2.	<p><u>Consider further linguistic development along the Education Sector</u></p> <p>It was recognised that the proposal moves the school along the language continuum, however consideration needs to be given to further linguistic development along all areas of the education sector.</p>	<p>On the 25th June 2018, in accordance with Welsh Government Strategic Plan, the Local Authority launched Carmarthenshire's Welsh in Education Strategic plan with its vision for a bilingual Carmarthenshire.</p> <p>The Plan requires all schools within the county to move along the language continuum and notes the following objectives:</p> <ul style="list-style-type: none"> • Ensure that every pupil is completely bilingual (and multilingual) when leaving 	1	11%

		<p>school so that they have the skills to operate as bilingual citizens in their communities, the workplace and beyond/worldwide;</p> <ul style="list-style-type: none"> • Provide services that will ensure high quality learning opportunities for all Carmarthenshire's children, young people and adults, and thereby enabling them to achieve their full potential as lifetime learners in the context of the unique bilingual of the County; • Ensure progression from pre-school Welsh medium provision to bilingual primary and secondary education; • Ensure linguistic progression across curricular areas when transferring from Key Stage 2 to Key Stage 3, from Key Stage 3 to Key Stage 4 and promote linguistic progression from Key Stage 4 to lifelong learning; and • Work in partnership with all providers to improve the 		
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		standard of Welsh within the learning environment.		
Concerns Raised				
1.	<p><u>Status Quo is Successful</u></p> <p>The current linguistic arrangements at the school are working well and there is no need for change.</p>	<p>The Local Authority acknowledge that the school is performing well and is successful. This proposal seeks to improve even further the opportunity for children attending the school to secure continually improving outcomes.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p>	2	22%

In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.

The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh

		<p>Government in accordance with the requirements of the Act.</p> <p>The plan seeks to achieve the following outcomes relevant to the proposal:</p> <ul style="list-style-type: none"> • Outcome 1 - More seven year old children being taught through the medium of Welsh; • Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school; • Outcome 5 – More students who have higher language skills in Welsh; • Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and • Outcome 7 – Workforce planning and continuing professional development. <p>The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.</p>		
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		<p>It is important to note that the WESP requires all primary schools in Carmarthenshire, including English medium schools, to move along the language continuum, progressively expanding the proportion of education that is delivered through the medium of Welsh, with a view to ensuring that in time all children leaving primary school are fully bilingual.</p> <p>The pace at which schools will be able to expand bilingualism and Welsh medium education will depend upon local circumstances but the expectation for progress applies to all schools. The school has been identified as having the potential to move quickly along the language continuum.</p>		
2.	<p><u>The Pupils' Education and Later Life Opportunities</u></p> <p>It is believed that learning through the medium of Welsh will have a detrimental effect on the pupils' education and English language skills, and will disadvantage children from entering further or higher education and later on in life when applying</p>	<p>It is the belief of the Local Authority, based upon international evidence and research and local experience, that children benefit from a truly bilingual education, which provides wider skills developments, such as cognitive ability, task understanding and flexibility, enhanced powers of</p>	2	22%

for job vacancies etc. It is believed that not all pupils will be able to reach their full potential by learning through the medium of Welsh. It must also be noted that the most common language used in day to day life, working life and the business world is English – therefore pupils’ understanding of the English language must be secure in order to ensure maximum success within the real world.

concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals’ cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a Welsh medium education.

The Local Authority notes that on average, bilingual children achieve higher grades in the English language. It should also be noted that on average, about 80% of Carmarthenshire pupils who receive Welsh medium education receive an A*-C grades in both Welsh and English languages. Bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will

		<p>increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>Schools prepare young people with the skills to attend universities around the world and the Welsh language should not be seen as a disadvantage. Rather than being an impediment, possessing skills in the Welsh language is seen by many universities, inside and outside Wales, as an additional skill, which can offer benefits when a young person is competing for a place to study.</p>		
3.	<p><u>Discrimination and Exclusion</u></p> <p>It is believed that the proposal is discriminatory and segregates non-Welsh/English speaking families who desire English medium education. Should the proposal be implemented, pupils could be forced to seek English medium education elsewhere, thus further excluding them from their local community.</p>	<p>This proposal does not seek to discriminate against non-Welsh/English families or to exclude any community members from their own local community in any way. On the contrary, this proposal seeks to provide all children with the opportunity to become fully bilingual with the skills to be able to read, write and speak in both Welsh and English languages by the time that they leave primary school.</p>	1	11%

		<p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language. It is important to note that there will be no change for current pupils attending the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>There is a national priority in Wales, shared by Carmarthenshire Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all pupils/parents and community members with the opportunity to develop their Welsh language skills.</p>		
<p>Page 217</p>	<p>Issues with Other Schools No alternative English medium schools are provided as part of the proposal. There are</p>	<p>It is the Local Authority's preference that children attend their local school and believes that the school</p>	<p>1</p>	<p>11%</p>

	<p>concerns regarding capacity and/or standards at other English medium schools, should parents want to send their children to other schools.</p>	<p>will continue to offer high standards of education to children. It is the authority's desire that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposal, will not, therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. As a result, the Local Authority are not proposing alternative English medium schools.</p> <p>The County Council is obliged to facilitate parental preference only where this is consistent with the effective delivery of education and the efficient use of resources. No parent has a right to demand a place at any particular school for their child or children. School places are allocated on the basis of the Council's published admissions criteria, which favour children attending their local or "designated"</p>		
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		<p>school. Children are admitted to a school other than their designated school upon application by parents when places are available and subject to the over-subscription criteria set out in the published admissions policy. It is the County Council's preference that children attend their local school and it is upon this principle that school places are planned.</p> <p>The Local Authority are not proposing alternative English medium schools as part of the proposal. Should parents elect to place their children in alternative schools they will do so in full consideration of all the factors that apply, including the standards at the alternative schools.</p>		
5.	<p><u>Parents won't be able to help support their child</u> Concerns were raised that parents will no longer be able to play an active role in their child's education.</p>	<p>Welsh schools set homework instruction in Welsh and in English so there will be no problem in understanding what children are being asked to do at home. Work set will be appropriate to the pupil's age and ability level and therefore should be within reach. Developing</p>	1	11%

increasingly as independent learners, parents may find that children are happy to progress without extra parental guidance as they get older.

The school currently offers a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of families.

3.2 Estyn's Observations regarding the Proposal

Estyn response to the proposal by Carmarthenshire County Council's consultation on changing the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Griffith Jones.

This report has been prepared by Her Majesty's Inspectors of Education and Training in Wales.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body which is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer.

Introduction

This is a consultation proposal from Carmarthenshire County Council. The proposal is to:

- **Change the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Griffith Jones.**

Summary/Conclusion

The proposal focuses on ensuring significant growth in Welsh-medium education and training to increase the number of people of all ages to become fluent in both Welsh and English and have the ability to use their languages confidently with their families, in their communities and in the workplace. The proposer also notes that this is in accordance with the Welsh Government policy of 'Cymraeg 2050: A Million Welsh Speakers'. As a result, the proposer notes clearly that from 1st September 2020 the nature of Foundation Phase provision of Ysgol Griffith Jones changes to Welsh medium education.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

Description and benefits

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will

strengthen pupils' bilingual skills from an early age providing them with a firm foundation for future linguistic development. The proposer states validly that the number of pupils attending the English stream Foundation Phase at Ysgol Griffiths Jones is significantly lower than those attending the Welsh stream Foundation Phase.

It notes that in comparison with whole school pupil numbers (305 pupils), the number of children attending the English stream within the Foundation Phase in January 2018 equate to 5% of the whole school population.

The proposer notes appropriately additional advantages of the proposal. These include the opportunity for pupils to gain early immersion in the Welsh language from a young age, which allows pupils to gain a firm foundation in the Welsh language. Furthermore, the proposer notes clearly that Welsh medium provision will provide pupils with enhanced linguistic skills for further development in Key Stage 2.

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

The proposer has identified suitably the disadvantages of the current proposal, which focuses on potential local community resistance to the proposal as well as the statutory process required to implement the proposal. .

The proposer confirms that there will be no change to the current transfer arrangements for pupils in respect of Secondary education and no change to the current school catchment area.

Educational Aspects of the proposal:

The proposer makes appropriate reference to the outcomes of the schools' most recent Estyn inspection. It identifies correctly that current performance and prospects for improvement were judged to be good at the time of the core inspection. The proposer also refers briefly to the schools' categorisation within the National School Categorisation System, which is currently in the 'yellow' support category.

It concludes reasonably that it does not anticipate any negative impacts on the quality of standards of education and wellbeing of pupils in the school. The proposer asserts strongly that the proposal will ensure that all pupils at the school will be able to access Welsh-medium education and ensure inclusion in terms of linguistic opportunities for pupils.

3.3 Local Authority Response to Estyn's Observations

As can be seen from Estyn's observations they are of the opinion that the proposal is at least likely to maintain the current standard of education. Their observations include supporting statements as noted below.

Statements of support for this proposal by Estyn

The council has given appropriate consideration to three options and has chosen the above proposal.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will strengthen pupils' bilingual skills from an early age providing them with a firm foundation for future linguistic development.

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

3.4 Consultation with the Pupils

School: Ysgol Griffith Jones

Date: 21st June 2019

Consultation undertaken by: Mrs Catrin Griffiths – Welsh Language Development Manager

Interviewed: Cross section of 14 pupils from years 2 to 6 from both the English and the Welsh streams.

Summary

An informative discussion was held with pupils, regarding the proposal to change the nature of Foundation Phase provision at the school and the advantages and disadvantages of the proposal. A summary of this discussion can be found below.

Pupils' Feedback

It was easier to learn another language when young as this is the time when we aren't aware of learning languages. The older you become the harder it is to learn Welsh.

They would have a better chance of getting a job in the future if they wanted to live in Wales – when asked if any of them thought that they may live in Wales in the future they all replied ' Yes'.

They would have more friends by speaking both English and Welsh.

English does not suffer as you can speak that everywhere and it is all around you all the time.

Learning Welsh by immersion to the end of the Foundation Phase would allow pupils to be in a better position to decide which stream they would like to go into.

We hear a lot of Welsh in our school as all our teachers are able to speak Welsh.

This is good opportunity for those children who do not come from Welsh speaking homes to learn the language at an early age and then they can decide themselves whether or not to continue in the Welsh stream. We don't have many pupils in the English stream now.

It's a shame that we have to decide which secondary school to go as it can split up friends however it is also an opportunity to make new friends.

All pupils were in agreement that the proposal should be implemented.

4. Executive Summary- Ysgol Llangynnwr

The Consultation Period

On the 20th May 2019 Carmarthenshire County Council published proposals to change the nature of Foundation Phase provision at Ysgol Llangynnwr, within the community of Llangunnor. The County Council's proposal is to:

- Change the nature of provision in the Foundation Phase from dual stream to Welsh medium.

The consultation period commenced on the 20th May 2019 in line with the publication of the proposals and closed on 30th June 2019 with a total of 44 responses received (excluding the responses received from Estyn and the pupils' consultation) in response to the formal consultation.

Responses Received		
Online Survey	Email	Total
28	16	44

It must be noted that of the 44 responses received, all were received prior to the end of the consultation period.

Responses Received

This proposal has been prepared in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh Medium Education Strategy in line with Welsh Government Policies. The proposal to move Ysgol Llangynnwr along the Welsh language continuum will help the authority achieve their vision of a bilingual Carmarthenshire and support the Welsh Government's aim of achieving a million Welsh speakers by 2050.

For completeness, these responses have also been included within this report and the themes of all comments received are as follows:

Supportive

- Theme 1 – Increases the number of Welsh speakers and help preserve the Welsh Language
- Theme 2 - Bilingualism

- Theme 3 – The proposal adheres to Council and Welsh Government policies
- Theme 4 – No Reason
- Theme 5 – Consider further linguistic development along the Education Sector

Concerns

- Theme 1 – Forcing the Welsh Language
- Theme 2 – Removal of Choice
- Theme 3 – Staffing
- Theme 4 – Opportunities for Parents
- Theme 5 – No Reason
- Theme 6 – Status Quo is Successful
- Theme 7 – Discrimination and Exclusion
- Theme 8 – Welsh Government/ Carmarthenshire County Council Policies/ Saving Money
- Theme 9 – Separation of Siblings
- Theme 10 – Parents won't be able to help support their child

Of the 44 respondents, they are categorised as follows:

- Parent (15)
- School Governor (1)
- Grandparent (1)
- Other (27)

Overall Summary

Supportive	86%	Not Supportive	14%
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Workshops

Following the closure consultation period on the 30th June 2019 workshops were held to analyse the responses received.

Consultation Event

A consultation drop in session was held at Ysgol Llangynnwr on 7th June 2019 between 5pm and 7pm to offer an opportunity for staff, parents and stakeholders to ask questions and discuss the proposal.

The consultation drop in session was attended by 8 stakeholders categorised as follows:

Category	No
Ysgol Llangynnwr Staff	4
Governor	1
Menter Gorllewin Sir Gar	2
Prospective Parents	1

Next Steps

The Consultation Report will be presented to the Education & Children's Scrutiny Committee for comments and a recommendation and then ultimately to the Executive Board for determination on whether or not to proceed with the proposal and publish a statutory notice. Should the Executive Board decide to proceed to the next stage, a Statutory Notice will be published during the Autumn Term 2019.

4.1 Summary of Observations received and Local Authority Responses

Point Number	Point Raised	Local Authority Response	Number of responses raising this point	% of responses raising this point
Supportive Comments Raised				
1.	<p><u>Increases the number of Welsh speakers and helps preserve the Welsh Language</u></p> <p>The proposal will increase the number of Welsh speakers within the community and Carmarthenshire, in line with the Welsh Government's aim of reaching 1 million Welsh speakers by 2050.</p>	<p>There is a national priority in Wales, shared by Carmarthenshire County Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all community members with the opportunity to develop their Welsh language skills.</p> <p>The support was noted.</p>	14	32%
2.	<p><u>Bilingualism</u></p> <p>The proposal will provide all pupils with the opportunity to become bilingual with the skills to be able to read, write and</p>	<p>It is the belief of the Local Authority, based upon international evidence and local experience, that children benefit from a truly bilingual education, which provides wider skills development, such as: cognitive ability, task understanding and flexibility, enhanced</p>	13	30%

	<p>speak fluently in both Welsh and English languages. This will also help develop bilingualism within the community.</p> <p>Bilingualism offers many advantages to all pupils and learning through the Welsh language should not be seen as a disadvantage. All pupils should be provided with the opportunity to benefit from the many advantages of being bilingual.</p>	<p>powers of concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals' cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a bilingual education.</p> <p>The Local Authority acknowledges that bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>The support was noted.</p>		
3.	<p><u>The proposal adheres to Council and Welsh Government policies</u></p> <p>In line with the Local Authority's Welsh in Education Strategic Plan and Welsh Government's "Cymraeg 2050: A million Welsh Speakers" the proposal ensures that the Local Authority is adhering to Council and Welsh</p>	<p>The Local Authority is promoting the current proposal for primary education in the area as it firmly believes that this is in the best interests of the children's education. However, the Local Authority also has a responsibility to follow its own policies along with Welsh Government policies.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the</p>	5	11%

	<p>Government policies with the explicit aim of improving planning of the provision of education through the medium of Welsh, for improving the standards of that education and of the teaching of Welsh. The proposal ensures that the Local Authority meet their aim of increasing the provision of Welsh medium education in Carmarthenshire and ensure linguistic continuity from the nursery sector along the key stages to the secondary sector so that every pupil becomes fluent and confident in both Welsh and English languages.</p>	<p>explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service. All relevant recommendations and actions from the strategy have been incorporated within Carmarthenshire's WESP.</p> <p>On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan which seeks to achieve the following outcomes relevant to the proposal:</p> <ul style="list-style-type: none"> • Outcome 1 - More seven year old children being taught through the medium of Welsh; • Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school; • Outcome 5 – More students who have higher language skills in Welsh; 		
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		<ul style="list-style-type: none"> • Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and • Outcome 7 – Workforce planning and continuing professional development. <p>The proposal is adhering to the recommendations as set out in Carmarthenshire’s WESP.</p> <p>The support was noted.</p>		
4.	<p><u>No reason</u></p> <p>Some respondents did not provide a reason for their support.</p>		3	7%
5.	<p><u>Consider further linguistic development along the Education Sector</u></p> <p>It was recognised that the proposal moves the school along the language continuum, however consideration needs to be given to further linguistic development along all areas of the education sector.</p>	<p>On the 25th June 2018, in accordance with Welsh Government Strategic Plan, the Local Authority launched Carmarthenshire’s Welsh in Education Strategic plan with its vision for a bilingual Carmarthenshire.</p> <p>The Plan requires all schools within the county to move along the language continuum and notes the following objectives:</p>	1	2%

		<ul style="list-style-type: none"> • Ensure that every pupil is completely bilingual (and multilingual) when leaving school so that they have the skills to operate as bilingual citizens in their communities, the workplace and beyond/worldwide; • Provide services that will ensure high quality learning opportunities for all Carmarthenshire's children, young people and adults, and thereby enabling them to achieve their full potential as lifetime learners in the context of the unique bilingual of the County; • Ensure progression from pre-school Welsh medium provision to bilingual primary and secondary education; • Ensure linguistic progression across curricular areas when transferring from Key Stage 2 to Key Stage 3, from Key Stage 3 to Key Stage 4 and promote linguistic progression from Key Stage 4 to lifelong learning; and • Work in partnership with all providers to improve the standard of Welsh within the learning environment. 		
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Concerns Raised

	<p><u>Forcing the Welsh Language</u></p> <p>The community should have a choice of whether to learn through the medium of Welsh or English and the Welsh language should not be forced on anyone. It is important to learn the Welsh language and some pupils may want to use the language in their day to day life however; not all pupils will want to receive their education through the medium of Welsh. Forcing the Welsh language will not create more Welsh speakers, in fact it will have the opposite effect. Implementing the proposal will force pupils to seek English medium education at other English medium schools which will deny pupils exposure to the Welsh language.</p>	<p>The proposal is consistent with national policy to expand Welsh medium education in order to develop increasing numbers of fully bilingual young people and to enable more children to benefit from the advantages of bilingualism, gathered through international research.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>It is important to remember that the teaching and the development of the English language still occurs in Welsh medium schools to the highest of standards, as a statutory part of the curriculum.</p> <p>International evidence, cited by the Welsh Government, confirms that the most effective way of developing bilingual children is to immerse them in the less common language whilst also developing their skills in the more common language. The Welsh Government also promotes that children who are from non-Welsh speaking families that immersion in Welsh in school is particularly important in embedding the language.</p>	4	9%
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2.	<p><u>Removal of Choice</u></p> <p>There are concerns regarding the removal of choice of English medium education at the school. It is believed that parents should have the choice of which language their children should be educated through.</p>	<p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, for improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p> <p>The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory</p>	2	5%

requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.

The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

Choice is an important issue in the consideration of this proposal, with the most important aspect of choice being that which is available to children as they progress through their education and early lives. This proposal provides all pupils with the opportunity to become fully bilingual with the skills to read, write and speak in both Welsh and English languages by the time they leave primary school. The Local Authority's proposal to

		develop bilingual children by the time they leave primary school gives children a choice as they move along the education sector. The most effective way of developing bilingual children in the primary sector is to immerse them in Welsh medium education. It is generally accepted in the education profession that studying Welsh as a second language does not develop truly bilingual young people and the schools has been identified as having the potential to move quickly along the language continuum.		
3.	Staffing Implementing the proposal will restrict opportunities to staff who do not speak the Welsh language and will restrict employment opportunities. In addition, concerns were raised on whether there are enough Welsh speaking staff employed at the school for the change to be effective.	The schools have been identified as having the potential to move quickly along the language continuum. Rather than restrict opportunities for staff who do not speak the Welsh language, this proposal will help staff to improve their Welsh language skills. "Athrawon Bro" will provide training to staff members who are less confident in using their Welsh language skills and the Local Authority will also provide training support for any staff members wishing to develop their Welsh language skills. Support will also be given through the National Sabbatical courses as well as Welsh for Adults. Courses have been designed specifically to meet the needs of staff at all linguistic levels. Subject specific, classroom and incidental language courses are now available.	2	5%
Page 237	Opportunities for Parents Some respondents felt that further support was required for	Several organisations who attended the formal drop in session during the consultation period have offered their help and support to the community with the development of the Welsh language.	2	5%

parents to develop their linguistic skills, in order to help support their children.

Further support and guidance can be found by accessing the following links as noted in the Consultation Document:

- **Cymraeg gyda'r plant / Welsh with your kids- give it a go!**

<http://newsroom.carmarthenshire.gov.uk/media/1214148/gd4808-taflencymraegiplant4-002.pdf>

Within this booklet you will find a number of useful Welsh words and phrases which can be used to practise the Welsh language with young children. This will help them to speak naturally and confidently.

- **Bod yn Ddwylieithog... yn Sir Gâr / Being Bilingual... in Carmarthenshire**

<https://www.carmarthenshire.gov.wales/media/1216432/being-bilingual.pdf>

This booklet details what it means to be bilingual whilst highlighting the advantages that can be achieved from being bilingual in areas such as education, career, health and life. In addition, within this booklet you will find the answers to many common parental concerns regarding the Welsh language.

- **Welcome to Wales Welcome to Carmarthenshire Welcome to Welsh**

<http://newsroom.carmarthenshire.gov.wales/media/1216436/welcome-pack.pdf>

		<p>This booklet has been prepared by Carmarthenshire County Council to welcome newcomers to its bilingual County. Within the booklet you will find information on how the Welsh language is used in Carmarthenshire along with details on where you can find Welsh language support and useful websites to visit to develop your Welsh language skills.</p> <p>Information by parents and pupils from non-Welsh speaking families is also available to watch on the County council website: https://www.carmarthenshire.gov.wales/home/council-services/education-schools/bilingual-education/#.XR9DGOaovIU</p>		
5.	<p><u>No reason</u> Some respondents did not provide a reason for their objection.</p>		2	5%
6.	<p><u>Status Quo is Successful</u> The current linguistic arrangements at the school are working well and there is no need for change.</p>	<p>The Local Authority acknowledge that the school is performing well and is successful. This proposal seeks to improve even further the opportunity for children attending the school to secure continually improving outcomes. Carmarthenshire County Council has a statutory responsibility under Part 4 of the School</p>	1	2%

	<p>Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p> <p>The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.</p>		
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The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

It is important to note that the WESP requires all primary schools in Carmarthenshire, including English medium schools, to move along the language continuum, progressively expanding the proportion of education that is delivered through the medium of Welsh, with a view to ensuring that in time all children leaving primary school are fully bilingual.

The pace at which schools will be able to expand bilingualism and Welsh medium education will depend upon local circumstances but the expectation for progress applies to all schools. The school has been

		identified as having the potential to move quickly along the language continuum.		
	<p><u>Discrimination and Exclusion</u></p> <p>It is believed that the proposal is discriminatory and segregates non-Welsh/English speaking families who desire English medium education. Should the proposal be implemented, pupils could be forced to seek English medium education elsewhere, thus further excluding them from their local community.</p>	<p>This proposal does not seek to discriminate against non-Welsh/English families or to exclude any community members from their own local community in any way. On the contrary, this proposal seeks to provide all children with the opportunity to become fully bilingual with the skills to be able to read, write and speak in both Welsh and English languages by the time that they leave primary school.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language. It is important to note that there will be no change for current pupils attending the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>There is a national priority in Wales, shared by Carmarthenshire Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all pupils/parents and community members with the opportunity to develop their Welsh language skills.</p>	1	2%

<p>8.</p>	<p><u>Welsh Government/ Carmarthenshire County Council Policies/ Saving Money</u></p> <p>Some respondents do not feel that following County Council and Government policies such as WESP is a good enough reason to approve and implement the proposal as it will have no long term benefit. It is felt that these policies have no purpose or justification and are just pushing the Welsh language agenda and wasting money.</p>	<p>The Local Authority is promoting the current proposal for primary education in the area as it firmly believes that this is in the best interests of the children's education. However, the Local Authority also has a responsibility to follow its own policies along with Welsh Government policies.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>Every local authority in Wales, including Carmarthenshire County Council has a responsibility to respond to the Act and the Welsh Government's Welsh Medium Education Strategy and is accountable individually to the Welsh Government. Carmarthenshire County Council's WESP has been approved by the Welsh Government in accordance with the requirements of the Act.</p> <p>The plan seeks to achieve the following outcomes relevant to the proposal:</p> <ul style="list-style-type: none"> • Outcome 1 - More seven year old children being taught through the medium of Welsh; 	<p>1</p>	<p>2%</p>
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		<ul style="list-style-type: none"> • Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school; • Outcome 5 – More students who have higher language skills in Welsh; • Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and • Outcome 7 – Workforce planning and continuing professional development. <p>Should the Local Authority not seek to achieve the specific outcomes as detailed in WESP, then it would not meet its aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh as recommended by the Welsh Government.</p>		
9.	<p><u>Separation of Siblings</u> If implemented, the proposal may separate some siblings who may not be able to attend the same school due to the desire for English medium education.</p>	<p>The Local Authority is not proposing alternative schools for the proposal.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school</p>	1	2%

		<p>where sufficient support will be provided in accordance with each individual's needs.</p> <p>Should parents elect to place siblings in alternative schools they will do so in full consideration of all the factors that apply, including the separation of siblings and any transport implications. If parents elect to place their children in alternative schools that are neither the designated nor nearest school, these parents will assume full responsibility for transporting their children to school.</p>		
10.	<p><u>Parents won't be able to help support their child</u></p> <p>Concerns were raised that parents will no longer be able to play an active role in their child's education.</p>	<p>Welsh schools set homework instruction in Welsh and in English so there will be no problem in understanding what children are being asked to do at home. Work set will be appropriate to the pupil's age and ability level and therefore should be within reach. Developing increasingly as independent learners, parents may find that children are happy to progress without extra parental guidance as they get older.</p> <p>The school currently offers a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of families.</p>	1	2%

4.2 Estyn's Observations regarding the Proposal

Estyn response to the proposal by Carmarthenshire County Council's consultation on changing the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Llangynnwr.

This report has been prepared by Her Majesty's Inspectors of Education and Training in Wales.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body which is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer.

Introduction

This is a consultation proposal from Carmarthenshire County Council.

The proposal is to:

- **change the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Llangynnwr.**

Summary/Conclusion

The proposal focuses on ensuring significant growth in Welsh-medium education and training in Carmarthenshire and states that the need to increase the number of people of all ages to become fluent in both Welsh and English. The proposer also notes that this is in accordance with the Welsh Government policy of 'Cymraeg 2050: A Million Welsh Speakers'. As a result, the proposer notes clearly it's intention that from 1st September 2020 the nature of Foundation Phase provision of Ysgol Llangynnwr changes to Welsh medium education.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

Description and benefits

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will strengthen pupils' bilingual skills from an early age providing them with a firm foundation for future linguistic development. The proposer states validly that

the number of pupils attending the English stream within the Foundation Phase at Ysgol Llangynnwr has generally been declining since 2014 and stand at 12 pupils in January 2018, in contrast with the number of pupils attending the Welsh stream.

It notes that in comparison with whole school pupil numbers (310 pupils), the number of children attending the English stream within the Foundation Phase in January 2018 equate to 4% of the whole school population.

The proposer notes appropriately additional advantages of the proposal. These include the opportunity for pupils to gain early immersion in the Welsh language from a young age, which allows pupils to gain a firm foundation in the Welsh language. Furthermore, the proposer notes clearly that Welsh medium provision will provide pupils with enhanced linguistic skills for further development in Key Stage 2. In addition, it emphasises that these pupils would have the ability to use their languages confidently with their families, in their communities and in the workplace.

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

The proposer has identified suitably the disadvantages of the current proposal, which focuses on potential local community resistance to the proposal as well as the statutory process required to implement the proposal.

The proposer confirms that there will be no change to the current transfer arrangements for pupils in respect of Secondary education and no change to the current school catchment area.

Educational Aspects of the proposal:

The proposer makes appropriate reference to the outcomes of the schools' most recent Estyn inspection. It identifies correctly that all inspection areas were judged to be good at the time of the core inspection. The proposer also refers briefly to the schools' categorisation within the National School Categorisation System, which is currently in the 'green' support category.

It concludes reasonably that it does not anticipate any negative impacts on the quality of standards of education and wellbeing of pupils in the school. The proposer asserts strongly that the proposal will ensure that the school is moving along the local authority's WESP continuum plan.

4.3 Local Authority Response to Estyn's Observations

As can be seen from Estyn's observations they are of the opinion that the proposal is at least likely to maintain the current standard of education. Their observations include supporting statements as noted below.

Statements of support for this proposal by Estyn

The council has given appropriate consideration to three options and has chosen the above proposal.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

The proposer notes appropriately additional advantages of the proposal. These include the opportunity for pupils to gain early immersion in the Welsh language from a young age, which allows pupils to gain a firm foundation in the Welsh language. Furthermore, the proposer notes clearly that Welsh medium provision will provide pupils with enhanced linguistic skills for further development in Key Stage 2.

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

4.4 Consultation with the Pupils

School: Ysgol Llangynnwr

Date: 14th June 2019

Consultation undertaken by: Mrs Catrin Griffiths – Welsh Language Development Manager

Interviewed: Cross section of 14 pupils from years 2 to 6 from both the English and Welsh streams.

Summary

An informative discussion was held with pupils, regarding the proposal to change the nature of Foundation Phase provision at the school and the advantages and disadvantages of the proposal. A summary of this discussion can be found below.

Pupils' Feedback

Llangunnor school pupils understood a number of factors in terms of Welsh medium education and Welsh Government's vision of a million speakers by 2050.

They were adamant that this is a very important time for them as they will become part of those Welsh speakers for the future.

They were in no doubt that the extension of the opportunity to learn Welsh to the end of the Foundation Phase was a positive thing and an opportunity to gain a greater grasp of Welsh from an early age. They felt that it was easier to learn a language at an early age and also gave the pupils more power, being older, to choose which language of education they wanted in the future as opposed to their parents making that choice. They felt that by the end of year 2 all pupils will have gained a far better grounding in Welsh therefore allowing them to be part of that conversation with their parents.

They discussed the ease of learning any language at an early age and that it may be difficult for non- Welsh speakers to appreciate this.

Discussion followed on to the next stage in their education where they felt that continuing learning through the medium of Welsh would be more beneficial than continuing through the medium of English. They were very aware of the added opportunities that they would be able to have in the

workplace stating that they would not be able to get a job in Wales without being bilingual.

They also discussed speaking Welsh outside of Wales whilst on holiday when they would feel able to strike up a conversation with other Welsh speakers.

Also being able to speak more than one language meant that they were able to have more friends.

In addition, many of them had pride in the language and felt that it was important for them to use the language outside the classroom and that the Siarter Iaith was important in this.

Many of the pupils discussed the advantages linguistically of being bilingual in helping them to learn other languages.

All pupils were in agreement that the proposal should be implemented.

5. Executive Summary- Ysgol Llys Hywel

The Consultation Period

On the 20th May 2019 Carmarthenshire County Council published proposals to change the nature of Foundation Phase provision at Ysgol Llys Hywel, within the community of Whitland. The County Council's proposal is to:

- Change the nature of provision in the Foundation Phase from dual stream to Welsh medium.

The consultation period commenced on the 20th May 2019 in line with the publication of the proposals and closed on 30th June 2019 with a total of 25 responses received (excluding the responses received from Estyn and the pupils' consultation) in response to the formal consultation.

Responses Received		
Online Survey	Letter	Total
24	1	25

It must be noted that of the 25 responses received, all were received prior to the end of the consultation period.

Responses Received

This proposal has been prepared in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh Medium Education Strategy in line with Welsh Government Policies. The proposal to move Ysgol Llys Hywel along the Welsh language continuum will help the authority achieve their vision of a bilingual Carmarthenshire and support the Welsh Government's aim of achieving a million Welsh speakers by 2050.

For completeness, these responses have also been included within this report and the themes of all comments received are as follows:

Supportive

- Theme 1 – Increases the number of Welsh speakers and helps preserve the Welsh Language

- Theme 2 – Opportunities for Parents
- Theme 3 – No Reason

Concerns

- Theme 1 – Parents won't be able to help support their child
- Theme 2 – Status Quo is Successful
- Theme 3 – Discrimination and Exclusion
- Theme 4 – Transfer to English Medium Schools
- Theme 5 – Removal of Choice
- Theme 6 – Transport and Travel to Other Schools
- Theme 7 – The Community
- Theme 8 – The Pupils' Education and Later Life Opportunities
- Theme 9 – Issues with Other Schools
- Theme 10 – Coping with the Welsh Language
- Theme 11 – Forcing the Welsh Language

Of the 25 respondents, they are categorised as follows:

- Parent (19)
- School Governor (1)
- Other (5)

Overall Summary

Supportive	44%	Not Supportive	56%
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Workshops

Following the closure consultation period on the 30th June 2019 workshops were held to analyse the responses received.

Consultation Event

A consultation drop in session was held at Ysgol Llys Hywel on 4th June 2019 between 5pm and 7pm to offer an opportunity for staff, parents and stakeholders to ask questions and discuss the proposal.

The consultation drop in session was attended by 6 stakeholders categorised as follows:

Category	No
Ysgol Llys Hywel Staff	1
Secondary School Head Teacher	1

Menter Gorllewin Sir Gar	2
Parent	2

Next Steps

The Consultation Report will be presented to the Education & Children's Scrutiny Committee for comments and a recommendation and then ultimately to the Executive Board for determination on whether or not to proceed with the proposal and publish a statutory notice. Should the Executive Board decide to proceed to the next stage, a Statutory Notice will be published during the Autumn Term 2019.

5.1 Summary of Observations received and Local Authority Responses

Point Number	Point Raised	Local Authority Response	Number of responses raising this point	% of responses raising this point
Supportive Comments Raised				
1.	<p><u>Increases the number of Welsh speakers and helps preserve the Welsh Language</u></p> <p>The proposal will increase the number of Welsh speakers within the community and Carmarthenshire, in line with the Welsh Government's aim of reaching 1 million Welsh speakers by 2050.</p>	<p>There is a national priority in Wales, shared by Carmarthenshire County Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all community members with the opportunity to develop their Welsh language skills.</p> <p>The support was noted.</p>	1	4%
2.	<p><u>Opportunities for Parents</u></p> <p>It was recognised that the proposal provides parents and the community with the opportunity to develop their</p>	<p>Several organisations who attended the formal drop in session during the consultation period have offered their help and support to the community with the development of the Welsh language.</p>	1	4%

Welsh language skills and consultees would be interested in any support available.

Further support and guidance can be found by accessing the following links as noted in the Consultation Document:

- **Cymraeg gyda'r plant / Welsh with your kids- give it a go!**

<http://newsroom.carmarthenshire.gov.uk/media/1214148/gd4808-taflencymraegiplant4-002.pdf>

Within this booklet you will find a number of useful Welsh words and phrases which can be used to practise the Welsh language with young children. This will help them to speak naturally and confidently.

- **Bod yn Ddwylieithog... yn Sir Gâr / Being Bilingual... in Carmarthenshire**

<https://www.carmarthenshire.gov.wales/media/1216432/being-bilingual.pdf>

This booklet details what it means to be bilingual whilst highlighting the advantages that can be achieved from being bilingual in areas such as education, career, health and life. In addition, within this booklet you will find the answers to many common parental concerns regarding the Welsh language.

- **Welcome to Wales Welcome to Carmarthenshire Welcome to Welsh**

<http://newsroom.carmarthenshire.gov.wales/media/1216436/welcome-pack.pdf>

		<p>This booklet has been prepared by Carmarthenshire County Council to welcome newcomers to its bilingual County. Within the booklet you will find information on how the Welsh language is used in Carmarthenshire along with details on where you can find Welsh language support and useful websites to visit to develop your Welsh language skills.</p> <p>Information by parents and pupils from non-Welsh speaking families is also available to watch on the County council website:</p> <p>https://www.carmarthenshire.gov.wales/home/council-services/education-schools/bilingual-education/#.XR9DGOaovIU</p>		
3.	<p><u>No reason</u> Some respondents did not provide a reason for their support.</p>		1	4%
Concerns Raised				
1.	<p><u>Parents won't be able to help support their child</u> Concerns were raised that parents will no longer be able to play an active role in their child's education.</p>	<p>Welsh schools set homework instruction in Welsh and in English so there will be no problem in understanding what children are being asked to do at home. Work set will be appropriate to the pupil's age and ability level and therefore should be within reach. Developing increasingly as independent learners, parents may find</p>	8	32%

		<p>that children are happy to progress without extra parental guidance as they get older.</p> <p>The school currently offers a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of families.</p>		
2.	<p><u>Status Quo is Successful</u></p> <p>The current linguistic arrangements at the school are working well and there is no need for change.</p>	<p>The Local Authority acknowledge that the school is performing well and is successful. This proposal seeks to improve even further the opportunity for children attending the school to secure continually improving outcomes. Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p>	5	20%

The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.

The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

		<p>It is important to note that the WESP requires all primary schools in Carmarthenshire, including English medium schools, to move along the language continuum, progressively expanding the proportion of education that is delivered through the medium of Welsh, with a view to ensuring that in time all children leaving primary school are fully bilingual.</p> <p>The pace at which schools will be able to expand bilingualism and Welsh medium education will depend upon local circumstances but the expectation for progress applies to all schools. The school has been identified as having the potential to move quickly along the language continuum.</p>		
3.	<p><u>Discrimination and Exclusion</u></p> <p>It is believed that the proposal is discriminatory and segregates non-Welsh/English speaking families who desire English medium education. Should the proposal be implemented, pupils could be forced to seek English medium education elsewhere, thus further excluding them from their local community.</p>	<p>This proposal does not seek to discriminate against non-Welsh/English families or to exclude any community members from their own local community in any way. On the contrary, this proposal seeks to provide all children with the opportunity to become fully bilingual with the skills to be able to read, write and speak in both Welsh and English languages by the time that they leave primary school.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language. It is important to note that there will be no change for current pupils attending the school. Similarly, it is the Local Authority's</p>	4	16%

		<p>desire that in the future local children attend their local school.</p> <p>There is a national priority in Wales, shared by Carmarthenshire Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all pupils/parents and community members with the opportunity to develop their Welsh language skills.</p>		
4.	<p><u>Transfer to English Medium schools</u></p> <p>It is unfair for pupils who desire/require an English medium education to have to transfer to another school outside of their catchment. In addition, it is felt that pupils who struggle with the Welsh language will also have to transfer to another school.</p>	<p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school. Sufficient support will be provided for all future pupils in accordance with each individual's needs.</p> <p>Please see point 10 which refers to the help and support which is currently and will continue to be</p>	4	16%

		<p>provided to all pupils and parents with regards to the Welsh language.</p> <p>Please see point 12 which refers to pupils with additional learning needs, special educational needs and the help and support which is and will continue to be provided to these pupils.</p>		
5.	<p><u>Removal of Choice</u></p> <p>There are concerns regarding the removal of choice of English medium education at the school. It is believed that parents should have the choice of which language their children should be educated through.</p>	<p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, for improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p> <p>The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018,</p>	3	12%

the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.

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- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

Choice is an important issue in the consideration of this proposal, with the most important aspect of choice being that which is available to children as they

		<p>progress through their education and early lives. This proposal provides all pupils with the opportunity to become fully bilingual with the skills to read, write and speak in both Welsh and English languages by the time they leave primary school. The Local Authority's proposal to develop bilingual children by the time they leave primary school gives children a choice as they move along the education sector. The most effective way of developing bilingual children in the primary sector is to immerse them in Welsh medium education. It is generally accepted in the education profession that studying Welsh as a second language does not develop truly bilingual young people and the schools has been identified as having the potential to move quickly along the language continuum.</p>		
6.	<p><u>Transport and Travel to Other Schools</u> It is unfair to expect parents to transport pupils to other schools to receive English medium education. This will have time and financial impact on families.</p>	<p>As there will be no change for current pupils attending the schools, there is consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that all future pupils will attend their local school.</p> <p>The Local Authority are not proposing alternative English medium schools as part of the proposal. Should parents elect to place their children in alternative schools they will do so in full consideration of all the factors that apply, including transport implications. If any parents elect to place their children in alternative schools that are neither the designated nor nearest</p>	3	12%

		<p>school, these parents will assume full responsibility for transporting their children to school.</p>		
	<p><u>The Community</u> The proposal is inconsistent with the make-up of community and will not cater for the needs of the whole community.</p> <p>It is felt that this proposal will have a negative effect on the community due to families moving out of the area to seek English medium education elsewhere. In addition, only providing Welsh medium education may result in less people moving to the area due to unsuitable education provision. This will result in a negative impact on the economy within the local area.</p>	<p>The Local Authority acknowledges that some members of the community are unable to speak the Welsh language and that some children attending the school come from non-Welsh/English backgrounds. It is, therefore important for the Local Authority to increase the provision of Welsh medium education in order to promote bilingualism in the area and to ensure that every pupil becomes fluent and confident in both Welsh and English languages.</p> <p>There is a national priority in Wales, shared by Carmarthenshire County Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school.</p> <p>The Local Authority acknowledges that the nature of communities' changes over time and that social mobility continues to increase. The Local Authority considers that this point reinforces the need to embed Welsh medium education in as many communities as possible in order to bolster the language and provide as many children as possible with the opportunity to develop as truly bilingual citizens and to benefit from the personal advantages that bilingualism brings.</p>	<p>2</p>	<p>8%</p>

It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.

It is hard to estimate the effect the proposal will have on the number of families moving into the area. However, the Local Authority are hopeful that they will understand the benefits of a Welsh medium education and the opportunities and advantages that it can provide. This proposal will provide all future pupils with the opportunity to become fully bilingual in both Welsh and English languages by the time they leave primary school and benefit from these advantages throughout their lives.

The Local Authority is also hopeful that this proposal will have a positive effect on the local economy by providing community members with the opportunity to develop their Welsh language skills. Bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject

		to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.		
8.	<p><u>The Pupils' Education and Later Life Opportunities</u></p> <p>It is believed that learning through the medium of Welsh will have a detrimental effect on the pupils' education and English language skills, and will disadvantage children from entering further or higher education and later on in life when applying for job vacancies etc. It is believed that not all pupils will be able to reach their full potential by learning through the medium of Welsh. It must also be noted that the most common language used in day to day life, working life and the business world is English – therefore pupils' understanding of the English language must be secure in order to ensure maximum success within the real world.</p>	<p>It is the belief of the Local Authority, based upon international evidence and research and local experience, that children benefit from a truly bilingual education, which provides wider skills developments, such as cognitive ability, task understanding and flexibility, enhanced powers of concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals' cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a Welsh medium education.</p> <p>The Local Authority notes that on average, bilingual children achieve higher grades in the English language. It should also be noted that on average, about 80% of Carmarthenshire pupils who receive Welsh medium education receive an A*-C grades in both Welsh and English languages.</p> <p>Bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to</p>	2	8%

		<p>recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>Schools prepare young people with the skills to attend universities around the world and the Welsh language should not be seen as a disadvantage. Rather than being an impediment, possessing skills in the Welsh language is seen by many universities, inside and outside Wales, as an additional skill, which can offer benefits when a young person is competing for a place to study.</p>		
9.	<p><u>Issues with Other Schools</u> No alternative English medium schools are provided as part of the proposal. There are concerns regarding capacity and/or standards at other English medium schools, should parents want to send their children to other schools.</p>	<p>It is the Local Authority's preference that children attend their local school and believes that the school will continue to offer high standards of education to children. It is the authority's desire that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposal, will not, therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. As a result, the Local Authority are not proposing alternative English medium schools.</p> <p>The County Council is obliged to facilitate parental preference only where this is consistent with the</p>	2	8%

		<p>effective delivery of education and the efficient use of resources. No parent has a right to demand a place at any particular school for their child or children. School places are allocated on the basis of the Council's published admissions criteria, which favour children attending their local or "designated" school. Children are admitted to a school other than their designated school upon application by parents when places are available and subject to the over-subscription criteria set out in the published admissions policy. It is the County Council's preference that children attend their local school and it is upon this principle that school places are planned.</p> <p>The Local Authority are not proposing alternative English medium schools as part of the proposal. Should parents elect to place their children in alternative schools they will do so in full consideration of all the factors that apply, including the standards at the alternative schools.</p>		
10.	<p><u>Coping with the Welsh Language</u> Concerns were raised that not all children will be able to cope with learning through the medium of Welsh, especially pupils from non-Welsh backgrounds. In addition, there are concerns that non-Welsh speaking parents may</p>	<p>The school will continue to provide support for current pupils through the medium of which they currently receive their education. Should the proposal be implemented, sufficient support will be provided to all new pupils in accordance with the needs of each individual. It is also important to note that staff are required to differentiate the curriculum and make reasonable adjustments when required to meet the needs of every pupil. "Athrawon Bro" who provide</p>	1	4%

	<p>find it hard to support and help their children with their school work and home work should the school the proposal be implemented.</p>	<p>support to the schools around the county will also be supporting the school. Welsh Language Immersion Centres will also be available for those pupils who may need extra input linguistically.</p> <p>The schools currently offer a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of individual families.</p> <p>Several organisations who attended the formal drop in session during the consultation period have also offered their help and support to the community with the development of the Welsh language.</p>		
11.	<p><u>Forcing the Welsh Language</u></p> <p>The community should have a choice of whether to learn through the medium of Welsh or English and the Welsh language should not be forced on anyone. It is important to learn the Welsh language and some pupils may want to use the language in their day to day life however; not all pupils will want to receive their education through the medium of Welsh. Forcing the Welsh language will not create more Welsh speakers, in fact it will have the opposite effect.</p>	<p>The proposal is consistent with national policy to expand Welsh medium education in order to develop increasing numbers of fully bilingual young people and to enable more children to benefit from the advantages of bilingualism, gathered through international research.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local</p>	1	4%

	<p>Implementing the proposal will force pupils to seek English medium education at other English medium schools which will deny pupils exposure to the Welsh language.</p>	<p>Authority's desire that in the future local children attend their local school.</p> <p>It is important to remember that the teaching and the development of the English language still occurs in Welsh medium schools to the highest of standards, as a statutory part of the curriculum.</p> <p>International evidence, cited by the Welsh Government, confirms that the most effective way of developing bilingual children is to immerse them in the less common language whilst also developing their skills in the more common language. The Welsh Government also promotes that children who are from non-Welsh speaking families that immersion in Welsh in school is particularly important in embedding the language.</p>		
12.	<p><u>Additional Learning Needs (ALN)</u> Children with special education needs or additional learning needs may not be able to cope with learning through the medium of Welsh and may require English medium education. It is unfair to assume that all children with SEN/ALN will be able to learn through the medium of Welsh.</p>	<p>Carmarthenshire County Council's policy is that all its schools should be inclusive, with children with additional learning needs being educated in a mainstream setting alongside their peers wherever possible.</p> <p>For this proposal, the support provided to children currently in the schools with additional needs will continue through the medium in which they currently receive their education. Should the proposal be</p>	1	4%

implemented, all future pupils will receive support which is individually tailored to their needs. All pupils with additional learning needs have specific individual plans based on their circumstances and a tailored support programme is provided according to need. Generally, an additional learning need is not a barrier to learning two languages. It is important to assess and monitor progress in each or all of the languages that a child is using or learning, including sign and visually supported communication systems required for some pupils, particularly as the stronger developed language can be used to support and build learning through a lesser developed language medium. Staff are required to differentiate the curriculum and make reasonable adjustments to the language of instruction and response in order to accommodate additional needs and ensure access to the curriculum and learning progress. At times it may be appropriate to target additional support in one language for a period to consolidate and accelerate learning, e.g. in literacy. There will be rare instances, however, where a child may be diagnosed with a condition that is not conducive to a fully bilingual education. In these circumstances a package of support is identified by professional practitioners and discussed with parents.

Whilst the system is designed to meet the needs of learners through an universal and inclusive approach, for a small number of children with significant and

complex additional needs this is not always possible and specialised provision offers a more appropriate learning setting.

In order to make sure that the needs of all learners are met the schools system in Carmarthenshire includes a range of provision for children with additional needs. A specialised school or unit offer education to children with the most profound or complex needs where a mainstream setting is either not suitable for the children's needs or where parents prefer an alternative setting. Selected secondary and primary schools across the county include specialised units for children with particular needs, such as autism, sensory impairment or speech and language delay. The Department for Education and Children provides specific additional support in schools wherever practicable so that as many children as possible remain in their local school. Whilst the Council's preference is to meet the needs of all children in a mainstream setting wherever possible, this is not always practicable.

It is this Council's experience that the vast majority of pupils with a wide range of additional learning needs and abilities are successful in our schools irrespective of the language of instruction but the Council does acknowledge that there will be a very few children whose needs cannot be met other than through provision at a specialist unit.

13.	<p><u>Consultation Process</u></p> <p><u>Consultation</u> Some respondents felt that the consultation had not been widely enough publicised and should have been more accessible.</p> <p><u>Misrepresentation of Data</u> Some respondents felt that the data and information contained within the Consultation Document was incorrect and a deliberate misrepresentation to mislead stakeholders.</p>	<p>The consultation process has been conducted in compliance with the statutory School Organisation Code 2018 and all required stakeholders have been notified and consulted with.</p> <p>Prior to formal consultation, an informal drop in session was held at the school and during the consultation period a further drop in session was held for stakeholders to discuss the proposal. It must be noted that this practice is not a statutory requirement of the School Organisation Code but considered good practise by CCC.</p> <p>The consultation period was held from 20th May until 30th June 2019 and was widely publicised via Carmarthenshire County Council's website and social media and was reported by local media. Consultees were able to respond to the consultation via the online survey, e-mail or letter.</p> <p>All data and information contained within the Consultation Document is accurate and is based upon the Pupil Level Annual School Census Data (PLASC). Information regarding the current linguistic arrangements at the school was provided in the document and all data was represented accurately with regards to the proposal. All data contained within</p>	1	4%
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		the Consultation Document is stipulated as a requirement within the School Organisation Code 2018.		
14.	<p>Opportunities for Parents</p> <p>Some respondents felt that further support was required for parents to develop their linguistic skills, in order to help support their children.</p>	<p>Several organisations who attended the formal drop in session during the consultation period have offered their help and support to the community with the development of the Welsh language.</p> <p>Further support and guidance can be found by accessing the following links as noted in the Consultation Document:</p> <ul style="list-style-type: none"> • Cymraeg gyda'r plant / Welsh with your kids- give it a go! <p>http://newsroom.carmarthenshire.gov.uk/media/1214148/gd4808-taflencymraegiplant4-002.pdf</p> <p>Within this booklet you will find a number of useful Welsh words and phrases which can be used to practise the Welsh language with young children. This will help them to speak naturally and confidently.</p> <ul style="list-style-type: none"> • Bod yn Ddwylieithog... yn Sir Gâr / Being Bilingual... in Carmarthenshire <p>https://www.carmarthenshire.gov.wales/media/1216432/being-bilingual.pdf</p> <p>This booklet details what it means to be bilingual whilst highlighting the advantages that can be achieved from being bilingual in areas such as education, career,</p>	1	4%

		<p>health and life. In addition, within this booklet you will find the answers to many common parental concerns regarding the Welsh language.</p> <ul style="list-style-type: none"> • Welcome to Wales Welcome to Carmarthenshire Welcome to Welsh <p>http://newsroom.carmarthenshire.gov.wales/media/1216436/welcome-pack.pdf</p> <p>This booklet has been prepared by Carmarthenshire County Council to welcome newcomers to its bilingual County. Within the booklet you will find information on how the Welsh language is used in Carmarthenshire along with details on where you can find Welsh language support and useful websites to visit to develop your Welsh language skills.</p> <p>Information by parents and pupils from non-Welsh speaking families is also available to watch on the County council website:</p> <p>https://www.carmarthenshire.gov.wales/home/council-services/education-schools/bilingual-education/#.XR9DGOaovIU</p>		
15.	<p>No reason Some respondents did not provide a reason for their objection.</p>		1	4%

5.2 Estyn's Observations regarding the Proposal

Estyn response to the proposal by Carmarthenshire County Council's consultation on changing the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Llys Hywel.

This report has been prepared by Her Majesty's Inspectors of Education and Training in Wales.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body which is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer.

Introduction

This is a consultation proposal from Carmarthenshire County Council. The proposal is to:

- **Change the nature of provision in the Foundation Phase from dual stream to Welsh medium at Ysgol Llys Hywel.**

Summary/Conclusion

The proposal focuses on ensuring significant growth in Welsh-medium education and training to increase the number of people of all ages to become fluent in both Welsh and English and have the ability to use their languages confidently with their families, in their communities and in the workplace. The proposer also notes that this is in accordance with the Welsh Government policy of 'Cymraeg 2050: A Million Welsh Speakers'. As a result, the proposer notes clearly that it's intention from from 1st September 2020 is to change the nature of provision in the Foundation Phase of Ysgol Llys Hywel to Welsh medium education.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

Description and benefits

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will strengthen pupils' bilingual skills from an early age providing them with a firm

foundation for future linguistic development. The proposer states validly that the number of pupils attending the English stream within the Foundation Phase at Ysgol Llys Hywel has been lower than those attending the Welsh stream. It notes that when considering the number of pupils attending the Foundation Phase as a whole, 80% attend the Welsh stream whilst only 20% attend the English stream (January 2018).

The proposer notes appropriately additional advantages of the proposal. These include the opportunity for pupils to gain early immersion in the Welsh language from a young age, which allows pupils to gain a firm foundation in the Welsh language.

Furthermore, the proposer notes clearly that Welsh medium provision will provide pupils with enhanced linguistic skills for further development in Key Stage 2. The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

The proposer has identified suitably the disadvantages of the current proposal, which focuses on potential local community resistance to the proposal as well as the statutory process required to implement the proposal. .

The proposer confirms that there will be no change to the current transfer arrangements for pupils in respect of Secondary education and no change to the current school catchment area.

Educational Aspects of the proposal:

The proposer makes appropriate reference to the outcomes of the schools' most recent Estyn inspection. It identifies correctly that current performance and prospects for improvement at the school were judged adequate at the time of the core inspection. However, it also notes that the school has been removed from schools requiring Estyn monitoring. The proposer also refers briefly to the schools' categorisation within the National School Categorisation System, which is currently in the 'green' support category.

It concludes reasonably that it does not anticipate any negative impacts on the quality of standards of education and wellbeing of pupils in the school. The proposer asserts strongly that the proposal of the implementation of the Welsh Medium Foundation phase will ensure that the community of Whitland continues to thrive as a bilingual one and that all pupils joining the school will be provided with the opportunity to develop their Welsh language skills from an earlier age.

5.3 Local Authority Response to Estyn's Observations

As can be seen from Estyn's observations they are of the opinion that the proposal is at least likely to maintain the current standard of education. Their observations include supporting statements as noted below.

Statements of support for this proposal by Estyn

The council has given appropriate consideration to three options and has chosen the above proposal.

In Estyn's opinion, the proposal is likely to at least maintain the current standards of education and provision in the area.

The proposer has given a clear rationale for the proposed expected benefits that changing to Welsh medium education at Foundation Phase will strengthen pupils' bilingual skills from an early age providing them with a firm foundation for future linguistic development.

Furthermore, the proposer notes clearly that Welsh medium provision will provide pupils with enhanced linguistic skills for further development in Key Stage 2

The proposer further conveys that a change in the nature of provision at Foundation Phase from dual stream to Welsh medium will ensure that the school is moving along the local authority's WESP continuum plan.

5.4 Consultation with the Pupils

School: Ysgol Llys Hywel

Date: 28th June 2019

Consultation undertaken by: Mrs Catrin Griffiths – Welsh Language Development Manager

Interviewed: Cross section of 13 pupils from years 2 to 6 from both the English and Welsh streams.

Summary

An informative discussion was held with pupils, regarding the proposal to change the nature of Foundation Phase provision at the school and the advantages and disadvantages of the proposal. A summary of this discussion can be found below.

Pupils' Feedback

Pupils from Ysgol Llys Hywel had taken onboard the opportunity to look at both the advantages and disadvantages of immersing all children in the Foundation Phase in Welsh education in order to be able to respond to the consultation.

The advantages were:

It was easier to learn another language when young.

Playing games and singing songs is an easier way to learn Welsh which is done a lot more in the Foundation Phase.

The older you become the harder it is to learn Welsh or any language.

They would be able to gain more friends by speaking both English and Welsh.

They would have a better chance of getting a job in the future.

English does not suffer as you can speak that everywhere.

Learning Welsh by immersion to the end of the Foundation Phase would allow pupils to be in a better position to decide which stream they would like to go into.

Would be able to help English speaking families.

The disadvantages were:

Not all teachers are able to speak Welsh fluently.

Easier to speak in English at home.

More pupils speak only English in Dyffryn Taf.

Would like to stay in Whitland for secondary education.

Would be difficult to change from the English stream into the Welsh stream.
(Clarification was needed here as there is no proposal to move pupils from English medium within the school. The proposal only affects the pupils from September 2020 onwards in the Foundation Phase.)

Parents feel that they cannot help with homework. ('But we can do it')

All pupils were in agreement that the proposal should be implemented.

EXECUTIVE BOARD

23rd September 2019

MODERNISING EDUCATION PROGRAMME

PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL RHYS PRICHARD

Recommendations / key decisions required:

It is recommended that the Executive Board approves:

1. The observations received and the Local Authority's responses following the consultation period (Consultation Report attached);
2. The publication of a statutory notice to implement the proposal.

Reasons:

- To support Carmarthenshire's Welsh in Education Strategic Plan launched on 25 June 2018 in accordance with WG Strategic Plans

Relevant Scrutiny Committee Consulted: Yes – 04/09/19

The Education & Children Scrutiny Committee resolved:

- That the observations received and the Local Authority's responses following the consultation period be noted;
- To endorse to the Executive Board the publication of a Statutory Notice to implement the proposal to change the nature of provision at Ysgol Rhys Prichard.

Executive Board Decision Required : YES 23/09/19

Council Decision Required NO

Executive Board Member Portfolio Holder: Cllr. Glynog Davies (Education & Children)

Directorate: Education & Children	Designations:	Tel Nos. / E-Mail Addresses:
Name of Head of Service: Simon Davies	Head of Access to Education	01267 246471 SiDavies@carmarthenshire.gov.uk
Report Author: Sara Griffiths	Modernisation Team Manager	01267 246618 SMGriffiths@carmarthenshire.gov.uk

EXECUTIVE SUMMARY EXECUTIVE BOARD 23rd September 2019

MODERNISING EDUCATION PROGRAMME PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL RHYS PRICHARD

Background

On 25th June 2018 in accordance with WG Strategic Plans the Local Authority launched **Carmarthenshire's Welsh in Education Strategic Plan** and its vision for a bilingual Carmarthenshire. To achieve this, the authority will deliver significant growth in Welsh medium education and training to increase the number of children and young people who become fluent in both Welsh and English and have the ability to use their languages confidently with their families, in their communities and in the workplace.

With this in mind, the Local Authority has a responsibility to provide its communities with the best education and opportunities possible and believes that this can be achieved through set objectives. Carmarthenshire County Council are fully supportive of the aim that all pupils are able to speak, read and write in both Welsh and English fluently by the end of Key Stage 2 and will provide services that will ensure high quality learning opportunities for all Carmarthenshire's children, young people and adults, thereby enabling them to achieve their full potential as lifetime learners in the context of the unique bilingual nature of the County.

In order to support Carmarthenshire's Welsh in Education Strategic Plan and national policies in moving the county's schools along the Welsh language continuum, the consultation document sets out proposals with regards to the change in nature of provision at **Ysgol Rhys Prichard**.

The Proposal

The proposal is to change the nature of provision of Ysgol Rhys Prichard to Welsh medium. In accordance with Executive Board's instructions on the 13th May 2019 a formal consultation exercise was undertaken from 20 May 2019 to 30 June 2019. The results of the consultation exercise are contained in the attached Consultation Report. The E&C Scrutiny Committee were provided the opportunity to offer comment and a recommendation to the Executive Board whether or not to publish a Statutory Notice. Should the Executive Board grant permission to proceed to Statutory Notice, the intention is to publish on 24th September 2019.

If approved, following the end of the Statutory Notice period, an objection report which summarises any objections received by stakeholders, will be presented to the E&C Scrutiny Committee and Executive Board and ultimately County Council for determination.

Recommendation

It is recommended that the Executive Board approves the publication of a statutory notice to implement the proposal.

DETAILED REPORT ATTACHED?

YES: Consultation Report

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: S. Davies Head of Access to Education

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	YES	YES	YES

1. Policy, Crime & Disorder and Equalities

Developments are consistent with the Authority's Corporate Strategy and the Modernising Education Strategic Outline Programme and WESP 2018.

2. Legal

Appropriate consultation was initiated in accordance with the relevant statutory procedures.

3. Finance

Revenue implications will be catered for within the Local Management of Schools Fair Funding Scheme.

4. ICT

None

5. Risk Management Issues

The proposal may impact on the demand for school places at the school and surrounding catchment area schools. Admissions will be monitored and if required, appropriate action will be undertaken.

6. Staffing Implications

Staffing implications will be addressed in accordance with the County Council's Policy and Procedures.

7. Physical Assets

Ysgol Rhys Prichard will be re-locating to their new premises (the former Ysgol Pantycelyn) from Spring 2021.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: S. Davies Head of Access to Education

- 1. Scrutiny Committee** – Were consulted on 24 April 2019 and 4th September 2019 as part of the formal consultation process.

The Education & Children Scrutiny Committee resolved:

- That the observations received and the Local Authority's responses following the consultation period be noted;
- To endorse to the Executive Board the publication of a Statutory Notice to implement the proposal to change the nature of provision at Ysgol Rhys Prichard.

- 2. Local Member(s)** – The local member is aware of the proposal and was consulted during the formal consultation period.

- 3. Community / Town Council** – Consulted during the formal consultation period.

- 4. Relevant Partners** – Consulted during the formal consultation period.

- 5. Staff Side Representatives and other Organisations** – Consulted during the formal consultation period.

Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Stage 2 (Permission to Notice) – ECS Scrutiny Report	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=153&MId=2005&Ver=4
Consultation Report	https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/rhys-prichard/
Stage 1 (Permission to Consult) – Executive Board Report	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&MId=3025&Ver=4
Stage 1 (Permission to Consult) – ECS Scrutiny Committee Report	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=153&MId=2235&Ver=4
Consultation Document	https://www.carmarthenshire.gov.wales/home/council-services/education-schools/modernising-education-programme/consultation/primary-school/rhys-prichard/
Carmarthenshire's Welsh in Education Strategic Plan	https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/welsh-in-education-strategic-plan/
MEP Biennial Review	www.carmarthenshire.gov.uk Executive Board 20 th June 2016
21 st Century Schools Website	www.21stcenturyschools.org

DEPARTMENT FOR EDUCATION & CHILDREN

CONSULTATION REPORT

For the proposal to change the nature of provision at

Ysgol Rhys Prichard

Our Vision.....Carmarthenshire is a community where children are safe and nurtured and learners of all ages are supported to achieve their full educational potential

September 2019

Gareth Morgans

Director of Education and Children's Services



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru

YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

School Modernisation Section

Sara Griffiths, Modernisation Team Manager

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1. Executive Summary

The Consultation Period

On the 20th May 2019 Carmarthenshire County Council published proposals to change the nature of provision at Ysgol Rhys Prichard within the community of Llandovery. The County Council's proposal is to:

- Change the nature of provision of Ysgol Rhys Prichard to Welsh medium.

The consultation period commenced on the 20th May 2019 in line with the publication of the proposals and closed on 30th June 2019 with a total of 54 responses received (excluding the responses received from Estyn and the pupils' consultation) in response to the formal consultation.

Responses Received		
Online Survey	Email	Total
53	1	54

It must be noted that of the 54 observations received, all were received prior to the end of the consultation period.

Responses Received

This proposal has been prepared in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh Medium Education Strategy in line with Welsh Government Policies. The proposal to move Ysgol Rhys Prichard along the Welsh language continuum will help the authority achieve their vision of a bilingual Carmarthenshire and support the Welsh Government's aim of achieving a million Welsh speakers by 2050.

For completeness, these responses have also been included within this report and the themes of all comments received are as follows:

Supportive

- Theme 1 – No reason
- Theme 2 - The change will be a progression for the school
- Theme 3 – The proposal adheres to Council and Welsh Government policies

- Theme 4 – Standards and Support
- Theme 5 – Consider further linguistic development along the Education Sector

Concerns

- Theme 1 - Removal of Choice
- Theme 2 - Status Quo is Successful
- Theme 3 - Discrimination and Exclusion
- Theme 4 - The Pupils' Education and Later Life Opportunities
- Theme 5 - Parents won't be able to help support their children
- Theme 6 - No reason
- Theme 7 - The Community
- Theme 8 - Forcing the Welsh Language
- Theme 9 - Transport and Travel to Other Schools
- Theme 10 - Consultation Process / Misrepresentation of Data
- Theme 11 – Welsh Government / Carmarthenshire County Council Policies / Saving Money
- Theme 12 - Transfer to English Medium Schools
- Theme 13 - Coping with the Welsh Language
- Theme 14 – Additional Learning Needs (ALN)
- Theme 15 - Staffing
- Theme 16 - Opportunities for Parents

Of the 54 respondents, they are categorised as follows:

- Parent (20)
- Staff Member (3)
- School Governor (2)
- Grandparent (8)
- Other (21)

Overall Summary

Supportive	33%	Not Supportive	67%
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Workshops

Following the closure consultation period on the 30th June 2019 workshops were held to analyse the observations received.

Consultation Event

A consultation drop in session was held at Ysgol Rhys Prichard on 3rd June 2019 between 5pm and 7pm to offer an opportunity for staff, parents and stakeholders to ask questions and discuss the proposal.

The consultation drop in session was attended by 23 stakeholders categorised as follows:

Category	No
Ysgol Rhys Prichard Staff	1
Governors	3
Menter Bro Dinefwr	1
Parents	10
Grandparent	1
Councillor (Town & Local)	2
Resident	3
BBC	2

Next Steps

The Consultation Report will be presented to the Education & Children's Scrutiny Committee for comments and a recommendation and then ultimately to the Executive Board for determination on whether or not to proceed with the proposal and publish a statutory notice. Should the Executive Board decide to proceed to the next stage, a Statutory Notice will be published during the Autumn Term 2019.

2. Summary of Observations received and Local Authority Responses

Point Number	Point Raised	Local Authority Response	Number of responses raising this point	% of responses raising this point
Supportive Comments Raised				
1.	<p><u>No reason</u></p> <p>Some respondents did not provide a reason for their support.</p>		11	20%
2.	<p><u>The change will be a progression for the school</u></p> <p>The number of pupils attending the English stream have been declining over recent years whilst the number of pupils attending the</p>	<p>The Local Authority notes that the school is progressing well linguistically and deems the proposal appropriate, due to the increase in demand for Welsh medium education in the area and the decline in the number of pupils attending the English stream.</p>	3	6%

	Welsh stream have been increasing. There is a clear increase in demand for Welsh medium education provision in the area.	The support was noted.		
3.	<p><u>The proposal adheres to Council and Welsh Government policies</u></p> <p>In line with the Local Authority's Welsh in Education Strategic Plan and Welsh Government's "Cymraeg 2050: A million Welsh Speakers" the proposal ensures that the Local Authority is adhering to Council and Welsh Government policies with the explicit aim of improving planning of the provision of education through the medium of Welsh, for</p>	<p>The Local Authority is promoting the current proposal for primary education in the area as it firmly believes that this is in the best interests of the children's education. However, the Local Authority also has a responsibility to follow its own policies along with Welsh Government policies.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the</p>	1	2%

	<p>improving the standards of that education and of the teaching of Welsh. The proposal ensures that the Local Authority meet their aim of increasing the provision of Welsh medium education in Carmarthenshire and ensure linguistic continuity from the nursery sector along the key stages to the secondary sector so that every pupil becomes fluent and confident in both Welsh and English languages.</p>	<p>status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service. All relevant recommendations and actions from the strategy have been incorporated within Carmarthenshire's WESP.</p> <p>On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan which seeks to achieve the following outcomes relevant to the proposal:</p> <ul style="list-style-type: none"> • Outcome 1 - More seven year old children being taught through the medium of Welsh; • Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school; • Outcome 5 – More students who have higher language skills in Welsh; • Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and • Outcome 7 – Workforce planning and continuing professional development. <p>The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.</p> <p>The support was noted.</p>		
4. Page 293	<p><u>Standards and Support</u></p> <p>It is recognised that learning bilingually does</p>	<p>The Local Authority notes that on average, bilingual children achieve higher grades in the English language. It should also be noted that on</p>	1	2%

	not have an impact on pupil standards (in particular in the English language) and that all pupils will receive support as required.	average, about 80% of Carmarthenshire pupils who attend Welsh medium education receive an A*-C grades in both Welsh and English languages. The support was noted.		
5.	<p><u>Consider further linguistic development along the Education Sector</u></p> <p>It was recognised that the proposal moves the school along the language continuum, however consideration needs to be given to further linguistic development along all areas of the education sector.</p>	<p>On the 25th June 2018, in accordance with Welsh Government Strategic Plan, the Local Authority launched Carmarthenshire's Welsh in Education Strategic plan with its vision for a bilingual Carmarthenshire.</p> <p>The Plan requires all schools within the county to move along the language continuum and notes the following objectives:</p> <ul style="list-style-type: none"> • Ensure that every pupil is completely bilingual (and multilingual) when leaving school so that they have the skills to operate as bilingual citizens in their communities, the workplace and beyond/worldwide; • Provide services that will ensure high quality learning opportunities for all Carmarthenshire's children, young people and adults, and thereby enabling them to achieve their full potential as lifetime learners in the context of the unique bilingual of the County; 	1	2%

		<ul style="list-style-type: none"> • Ensure progression from pre-school Welsh medium provision to bilingual primary and secondary education; • Ensure linguistic progression across curricular areas when transferring from Key Stage 2 to Key Stage 3, from Key Stage 3 to Key Stage 4 and promote linguistic progression from Key Stage 4 to lifelong learning; and • Work in partnership with all providers to improve the standard of Welsh within the learning environment. 		
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Concerns Raised

1.	<p><u>Removal of Choice</u></p> <p>There are concerns regarding the removal of choice of English medium education at the school. It is believed that parents should have the choice of which language their children should be educated through.</p>	<p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, for improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011 census of the population. The strategy required action on 73 points, 21 of which applied to the education service.</p>	14	26%
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The language strategy received cross-party support from elected members when it was adopted at a meeting of the full County Council. On 25th June 2018, the Local Authority launched Carmarthenshire's most recent Welsh in Education Strategic Plan. The WESP has been subject to public consultation during its preparation and subsequent review. Its contents have, therefore, been subject to a test of public opinion in line with statutory requirements. It has also been approved by the Welsh Government in accordance with the requirements of the Act.

The plan seeks to achieve the following outcomes relevant to the proposal:

- Outcome 1 - More seven year old children being taught through the medium of Welsh;
- Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school;
- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

Choice is an important issue in the consideration of this proposal, with the most important aspect of choice being that which is available to

		<p>children as they progress through their education and early lives. This proposal provides all pupils with the opportunity to become fully bilingual with the skills to read, write and speak in both Welsh and English languages by the time they leave primary school. The Local Authority's proposal to develop bilingual children by the time they leave primary school gives children a choice as they move along the education sector. The most effective way of developing bilingual children in the primary sector is to immerse them in Welsh medium education. It is generally accepted in the education profession that studying Welsh as a second language does not develop truly bilingual young people and the schools has been identified as having the potential to move quickly along the language continuum.</p>		
2.	<p><u>Status Quo is Successful</u></p> <p>The current linguistic arrangements at the school are working well and there is no need for change.</p>	<p>The Local Authority acknowledge that the school is performing well and is successful. This proposal seeks to improve even further the opportunity for children attending the school to secure continually improving outcomes. Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>In April 2014 the County Council formally adopted a comprehensive strategy for the development of the Welsh language in Carmarthenshire, endorsing the recommendations of a politically balanced group of elected members that had examined in depth the status of the Welsh language in the county in the wake of the 2011</p>	10	19%

census of the population. The strategy required action on 73 points, 21 of which applied to the education service.

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- Outcome 5 – More students who have higher language skills in Welsh;
- Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and
- Outcome 7 – Workforce planning and continuing professional development.

The proposal is adhering to the recommendations as set out in Carmarthenshire's WESP.

		<p>It is important to note that the WESP requires all primary schools in Carmarthenshire, including English medium schools, to move along the language continuum, progressively expanding the proportion of education that is delivered through the medium of Welsh, with a view to ensuring that in time all children leaving primary school are fully bilingual.</p> <p>The pace at which schools will be able to expand bilingualism and Welsh medium education will depend upon local circumstances but the expectation for progress applies to all schools. The school has been identified as having the potential to move quickly along the language continuum.</p>		
3.	<p><u>Discrimination and Exclusion</u></p> <p>It is believed that the proposal is discriminatory and segregates non-Welsh/English speaking families who desire English medium education. Should the proposal be implemented, pupils could be forced to seek English medium education elsewhere, thus further excluding</p>	<p>This proposal does not seek to discriminate against non-Welsh/English families or to exclude any community members from their own local community in any way. On the contrary, this proposal seeks to provide all children with the opportunity to become fully bilingual with the skills to be able to read, write and speak in both Welsh and English languages by the time that they leave primary school.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language. It is important to note that there will be no change for current pupils attending the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p>	10	19%

	<p>them from their local community.</p>	<p>There is a national priority in Wales, shared by Carmarthenshire Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school. This proposal seeks to provide all pupils/parents and community members with the opportunity to develop their Welsh language skills.</p>		
4.	<p><u>The Pupils' Education and Later Life Opportunities</u></p> <p>It is believed that learning through the medium of Welsh will have a detrimental effect on the pupils' education and English language skills, and will disadvantage children from entering further or higher education and later on in life when applying for job vacancies etc. It is believed that not all pupils will be able to reach their full potential by learning through the medium of Welsh. It must also be noted that the</p>	<p>It is the belief of the Local Authority, based upon international evidence and research and local experience, that children benefit from a truly bilingual education, which provides wider skills developments, such as cognitive ability, task understanding and flexibility, enhanced powers of concentration, etc. and that all children should receive these opportunities. Being bilingual or multilingual also broadens individuals' cultural experiences and can enhance career prospects. Evidence demonstrates that true bilingualism can only be achieved in the local context through children receiving a Welsh medium education.</p> <p>The Local Authority notes that on average, bilingual children achieve higher grades in the English language. It should also be noted that on average, about 80% of Carmarthenshire pupils who receive Welsh medium education receive an A*-C grades in both Welsh and English languages.</p> <p>Bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory</p>	6	11%

	<p>most common language used in day to day life, working life and the business world is English – therefore pupils' understanding of the English language must be secure in order to ensure maximum success within the real world.</p>	<p>Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p> <p>Schools prepare young people with the skills to attend universities around the world and the Welsh language should not be seen as a disadvantage. Rather than being an impediment, possessing skills in the Welsh language is seen by many universities, inside and outside Wales, as an additional skill, which can offer benefits when a young person is competing for a place to study.</p>		
5.	<p><u>Parents won't be able to help support their children</u></p> <p>Concerns were raised that parents will no longer be able to play an active role in their child's education.</p>	<p>Welsh schools set homework instruction in Welsh and in English so there will be no problem in understanding what children are being asked to do at home. Work set will be appropriate to the pupil's age and ability level and therefore should be within reach. Developing increasingly as independent learners, parents may find that children are happy to progress without extra parental guidance as they get older.</p> <p>The school currently offers a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of families.</p>	6	11%

<p>6</p>	<p><u>No reason</u></p> <p>Some respondents did not provide a reason for their concern.</p>		<p>6</p>	<p>11%</p>
<p>7.</p>	<p><u>The Community</u></p> <p>The proposal is inconsistent with the make-up of community and will not cater for the needs of the whole community.</p> <p>It is felt that this proposal will have a negative effect on the community due to families moving out of the area to seek English medium education elsewhere. In addition, only providing Welsh medium education may result in less people moving to the area due to unsuitable education</p>	<p>The Local Authority acknowledges that some members of the community are unable to speak the Welsh language and that some children attending the school come from non-Welsh/English backgrounds. It is, therefore important for the Local Authority to increase the provision of Welsh medium education in order to promote bilingualism in the area and to ensure that every pupil becomes fluent and confident in both Welsh and English languages.</p> <p>There is a national priority in Wales, shared by Carmarthenshire County Council, to increase the number of people in our communities who are able to speak Welsh and use it in their everyday lives. Schools are regarded to be a critically important component in developing children so that they are fully bilingual by the time they leave primary school.</p> <p>The Local Authority acknowledges that the nature of communities' changes over time and that social mobility continues to increase. The Local Authority considers that this point reinforces the need to embed Welsh medium education in as many communities as possible in order to bolster the language and provide as many children as possible with</p>	<p>5</p>	<p>9%</p>

	<p>provision. This will result in a negative impact on the economy within the local area.</p>	<p>the opportunity to develop as truly bilingual citizens and to benefit from the personal advantages that bilingualism brings.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>It is hard to estimate the effect the proposal will have on the number of families moving into the area. However, the Local Authority are hopeful that they will understand the benefits of a Welsh medium education and the opportunities and advantages that it can provide. This proposal will provide all future pupils with the opportunity to become fully bilingual in both Welsh and English languages by the time they leave primary school and benefit from these advantages throughout their lives.</p> <p>The Local Authority is also hopeful that this proposal will have a positive effect on the local economy by providing community members with the opportunity to develop their Welsh language skills. Bilingualism will increasingly over time become an employment skill. For example, all public organisations in Wales are subject to new statutory Welsh language standards and progressively over time will need to recruit increasing numbers of Welsh speakers to deliver services. Possessing Welsh language skills will increasingly over time give individuals a competitive advantage when seeking employment.</p>		
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<p><u>Forcing the Welsh Language</u></p> <p>The community should have a choice of whether to learn through the medium of Welsh or English and the Welsh language should not be forced on anyone. It is important to learn the Welsh language and some pupils may want to use the language in their day to day life however; not all pupils will want to receive their education through the medium of Welsh. Forcing the Welsh language will not create more Welsh speakers, in fact it will have the opposite effect. Implementing the proposal will force pupils to seek English medium education at other English medium schools which will deny pupils</p>	<p>The proposal is consistent with national policy to expand Welsh medium education in order to develop increasing numbers of fully bilingual young people and to enable more children to benefit from the advantages of bilingualism, gathered through international research.</p> <p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school.</p> <p>It is important to remember that the teaching and the development of the English language still occurs in Welsh medium schools to the highest of standards, as a statutory part of the curriculum.</p> <p>International evidence, cited by the Welsh Government, confirms that the most effective way of developing bilingual children is to immerse them in the less common language whilst also developing their skills in the more common language. The Welsh Government also promotes that children who are from non-Welsh speaking families that immersion in Welsh in school is particularly important in embedding the language.</p>	<p>5</p>	<p>9%</p>
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	exposure to the Welsh language.			
9.	<p><u>Transport and Travel to Other Schools</u></p> <p>It is unfair to expect parents to transport pupils to other schools to receive English medium education. This will have time and financial impact on families.</p>	<p>As there will be no change for current pupils attending the schools, there is consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that all future pupils will attend their local school.</p> <p>The Local Authority are not proposing alternative English medium schools as part of the proposal. Should parents elect to place their children in alternative schools they will do so in full consideration of all the factors that apply, including transport implications. If any parents elect to place their children in alternative schools that are neither the designated nor nearest school, these parents will assume full responsibility for transporting their children to school.</p>	3	6%
10.	<p><u>Consultation Process/ Misrepresentation of Data</u></p> <p><u>Consultation</u> Some respondents felt that the consultation had not been widely enough</p>	<p>The consultation process has been conducted in compliance with the statutory School Organisation Code 2018 and all required stakeholders have been notified and consulted with.</p>	2	4%

<p>publicised and should have been more accessible.</p> <p><u>Misrepresentation of Data</u> Some respondents felt that the data and information contained within the Consultation Document was incorrect and a deliberate misrepresentation to mislead stakeholders.</p>	<p>Prior to formal consultation, an informal drop in session was held at the school and during the consultation period a further drop in session was held for stakeholders to discuss the proposal. It must be noted that this practice is not a statutory requirement of the School Organisation Code but considered good practise by CCC.</p> <p>The consultation period was held from 20th May until 30th June 2019 and was widely publicised via Carmarthenshire County Council's website and social media and was reported by local media. Consultees were able to respond to the consultation via the online survey, e-mail or letter.</p> <p>All data and information contained within the Consultation Document is accurate and is based upon the Pupil Level Annual School Census Data (PLASC). Information regarding the current linguistic arrangements at the school was provided in the document and all data was represented accurately with regards to the proposal. All data contained within the Consultation Document is stipulated as a requirement within the School Organisation Code 2018.</p>		
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<p>11.</p>	<p><u>Welsh Government/ Carmarthenshire County Council Policies / Saving Money</u></p> <p>Some respondents do not feel that following County Council and Government policies such as WESP is a good enough reason to approve and implement the proposal as it will have no long term benefit. It is felt that these policies have no purpose or justification and are just pushing the Welsh language agenda and wasting money.</p>	<p>The Local Authority is promoting the current proposal for primary education in the area as it firmly believes that this is in the best interests of the children's education. However, the Local Authority also has a responsibility to follow its own policies along with Welsh Government policies.</p> <p>Carmarthenshire County Council has a statutory responsibility under Part 4 of the School Standards and Organisation (Wales) Act 2013 to prepare a Welsh in Education Strategic Plan (WESP) for its area with the explicit aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh.</p> <p>Every local authority in Wales, including Carmarthenshire County Council has a responsibility to respond to the Act and the Welsh Government's Welsh Medium Education Strategy and is accountable individually to the Welsh Government. Carmarthenshire County Council's WESP has been approved by the Welsh Government in accordance with the requirements of the Act.</p> <p>The plan seeks to achieve the following outcomes relevant to the proposal:</p> <ul style="list-style-type: none"> • Outcome 1 - More seven year old children being taught through the medium of Welsh; 	<p>2</p>	<p>4%</p>
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		<ul style="list-style-type: none"> • Outcome 2 - More learners continuing to improve their language skills on transfer from primary to secondary school; • Outcome 5 – More students who have higher language skills in Welsh; • Outcome 6 – Welsh medium provision for learner with additional learning needs (ALN); and • Outcome 7 – Workforce planning and continuing professional development. <p>Should the Local Authority not seek to achieve the specific outcomes as detailed in WESP, then it would not meet its aim of improving planning of the provision of education through the medium of Welsh, from improving the standards of that education and of the teaching of Welsh as recommended by the Welsh Government.</p>		
12.	<p><u>Transfer to English Medium schools</u></p> <p>It is unfair for pupils who desire/require an English medium education to have to transfer to another school outside of their catchment. In addition, it is felt that pupils who struggle with the Welsh language will</p>	<p>It is the Local Authority's intention that all current pupils remain at the school and continue to receive their education through the current language arrangements. The proposals will not therefore, affect current pupils. The school will continue to provide sufficient support for all current pupils through the medium in which they currently receive their education so there is, consequently, no need for any child to be moved from the school. Similarly, it is the Local Authority's desire that in the future local children attend their local school. Sufficient support will be provided for all future pupils in accordance with each individual's needs.</p>	1	2%

	also have to transfer to another school.	<p>Please see point 13 which refers to the help and support which is currently and will continue to be provided to all pupils and parents with regards to the Welsh language.</p> <p>Please see point 14 which refers to pupils with additional learning needs, special educational needs and the help and support which is and will continue to be provided to these pupils.</p>		
13.	<p><u>Coping with the Welsh Language</u></p> <p>Concerns were raised that not all children will be able to cope with learning through the medium of Welsh, especially pupils from non-Welsh backgrounds. In addition, there are concerns that non-Welsh speaking parents may find it hard to support and help their children with their school work and home work should the school the proposal be implemented.</p>	<p>The school will continue to provide support for current pupils through the medium of which they currently receive their education. Should the proposal be implemented, sufficient support will be provided to all new pupils in accordance with the needs of each individual. It is also important to note that staff are required to differentiate the curriculum and make reasonable adjustments when required to meet the needs of every pupil. "Athrawon Bro" who provide support to the schools around the county will also be supporting the school. Welsh Language Immersion Centres will also be available for those pupils who may need extra input linguistically.</p> <p>The schools currently offer a range of support to pupils and parents from non-Welsh speaking families and are committed to increasing provision as necessary to meet the future needs of individual families.</p> <p>Several organisations who attended the formal drop in session during the consultation period have also offered their help and support to the community with the development of the Welsh language.</p>	1	2%

<p><u>Additional Learning Needs (ALN)</u></p> <p>Children with special education needs or additional learning needs may not be able to cope with learning through the medium of Welsh and may require English medium education. It is unfair to assume that all children with SEN/ALN will be able to learn through the medium of Welsh.</p>	<p>Carmarthenshire County Council's policy is that all its schools should be inclusive, with children with additional learning needs being educated in a mainstream setting alongside their peers wherever possible.</p> <p>For this proposal, the support provided to children currently in the schools with additional needs will continue through the medium in which they currently receive their education. Should the proposal be implemented, all future pupils will receive support which is individually tailored to their needs.</p> <p>All pupils with additional learning needs have specific individual plans based on their circumstances and a tailored support programme is provided according to need. Generally, an additional learning need is not a barrier to learning two languages. It is important to assess and monitor progress in each or all of the languages that a child is using or learning, including sign and visually supported communication systems required for some pupils, particularly as the stronger developed language can be used to support and build learning through a lesser developed language medium. Staff are required to differentiate the curriculum and make reasonable adjustments to the language of instruction and response in order to accommodate additional needs and ensure access to the curriculum and learning progress. At times it may be appropriate to target additional support in one language for a period to consolidate and accelerate learning, e.g. in literacy. There will be rare instances, however, where a child may be diagnosed with a condition that is not conducive to a fully bilingual education. In these circumstances a package of support is identified by professional practitioners and discussed with parents.</p>	<p>1</p>	<p>2%</p>
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		<p>Whilst the system is designed to meet the needs of learners through an universal and inclusive approach, for a small number of children with significant and complex additional needs this is not always possible and specialised provision offers a more appropriate learning setting.</p> <p>In order to make sure that the needs of all learners are met the schools system in Carmarthenshire includes a range of provision for children with additional needs. A specialised school or unit offer education to children with the most profound or complex needs where a mainstream setting is either not suitable for the children's needs or where parents prefer an alternative setting. Selected secondary and primary schools across the county include specialised units for children with particular needs, such as autism, sensory impairment or speech and language delay. The Department for Education and Children provides specific additional support in schools wherever practicable so that as many children as possible remain in their local school. Whilst the Council's preference is to meet the needs of all children in a mainstream setting wherever possible, this is not always practicable.</p> <p>It is this Council's experience that the vast majority of pupils with a wide range of additional learning needs and abilities are successful in our schools irrespective of the language of instruction but the Council does acknowledge that there will be a very few children whose needs cannot be met other than through provision at a specialist unit.</p>		
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	<p><u>Staffing</u></p> <p>Implementing the proposal will restrict opportunities to staff who do not speak the Welsh language and will restrict employment opportunities. In addition, concerns were raised on whether there are enough Welsh speaking staff employed at the school for the change to be effective.</p>	<p>The schools have been identified as having the potential to move quickly along the language continuum. Rather than restrict opportunities for staff who do not speak the Welsh language, this proposal will help staff to improve their Welsh language skills. "Athrawon Bro" will provide training to staff members who are less confident in using their Welsh language skills and the Local Authority will also provide training support for any staff members wishing to develop their Welsh language skills. Support will also be given through the National Sabbatical courses as well as Welsh for Adults. Courses have been designed specifically to meet the needs of staff at all linguistic levels. Subject specific, classroom and incidental language courses are now available.</p>	<p>1</p>	<p>2%</p>
<p>16.</p>	<p><u>Opportunities for Parents</u></p> <p>Some respondents felt that further support was required for parents to develop their linguistic skills, in order to help support their children.</p>	<p>Several organisations who attended the formal drop in session during the consultation period have offered their help and support to the community with the development of the Welsh language.</p> <p>Further support and guidance can be found by accessing the following links as noted in the Consultation Document:</p> <ul style="list-style-type: none"> • Cymraeg gyda'r plant / Welsh with your kids- give it a go! 	<p>1</p>	<p>2%</p>

<http://newsroom.carmarthenshire.gov.uk/media/1214148/gd4808-taflencymraegiplant4-002.pdf>

Within this booklet you will find a number of useful Welsh words and phrases which can be used to practise the Welsh language with young children. This will help them to speak naturally and confidently.

- **Bod yn Ddwieithog... yn Sir Gâr / Being Bilingual... in Carmarthenshire**

<https://www.carmarthenshire.gov.wales/media/1216432/being-bilingual.pdf>

This booklet details what it means to be bilingual whilst highlighting the advantages that can be achieved from being bilingual in areas such as education, career, health and life. In addition, within this booklet you will find the answers to many common parental concerns regarding the Welsh language.

- **Welcome to Wales Welcome to Carmarthenshire Welcome to Welsh**

<http://newsroom.carmarthenshire.gov.wales/media/1216436/welcome-pack.pdf>

[This booklet has been prepared by Carmarthenshire County Council to welcome newcomers to its bilingual County. Within the booklet you will find information on how the Welsh language is used in Carmarthenshire along with details on where you can find Welsh language support and useful websites to visit to develop your Welsh language skills.](#)

Information by parents and pupils from non-Welsh speaking families is also available to watch on the County council website:

<https://www.carmarthenshire.gov.wales/home/council-services/education-schools/bilingual-education/#.XR9DGOaovIU>

3. Estyn's Observations regarding the Proposal

Estyn's response to the proposal to change the nature of provision at Ysgol Rhys Pritchard to Welsh-medium

This report has been prepared by Her Majesty's Inspectors of Education and Training in Wales.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However Estyn is not a body which is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer.

Introduction

This is a proposal by Carmarthenshire County Council.

The proposal is to change the nature of provision at Ysgol Rhys Prichard to Welsh-medium from 1st January 2020.

Summary/Conclusion

The proposal focuses on ensuring significant growth in Welsh-medium education and training to increase the number of people of all ages to become fluent in both Welsh and English and have the ability to use their languages confidently with their families, in their communities and in the workplace. The proposer also notes that this is in accordance with the Welsh Government policy of 'Cymraeg 2050: A Million Welsh Speakers'.

The council has given appropriate consideration to three options and has chosen the above proposal.

Estyn is of the opinion that this proposal is at least likely to maintain the current standard of education.

Description and benefits

The proposer provides a clear rationale for the logic behind the proposal. It identifies clearly that this proposal has been designed in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh-medium Education Strategy. They state fairly that it is a transitional

school, which is a school that is working towards becoming a Welsh-medium school for 4-11 year-old children.

They refer validly to the fact that there has been a sustained increase in the number of pupils who have chosen to attend the Welsh-medium stream over the last five years. During the same period, there has been a decline in the number of pupils who have chosen to attend the English stream and, by January 2018, only one pupil was attending the English stream.

The proposer has given appropriate consideration to other options. These include maintaining the status quo, changing the nature of foundation phase provision only and the option of changing the nature of provision of the whole school to Welsh-medium (foundation phase and key stage 2). They identify clearly the advantages, disadvantages and risks that are associated with the proposal and different options.

They have given a good outline of the reasons for changing the nature of the school's provision and list the advantages. These appear to be reasonable and include: taking advantage of opportunities to develop bilingual learners and achieving the objectives of the Welsh in Education Strategic Plan. The proposer identifies validly the benefit of having buildings and a site with better facilities than the school has at present. This will include provision for an external playgroup in the new school building, rather than in a mobile classroom on the current site.

The proposer states validly that the proposal will increase the school's capacity. This will meet any additional need for places, as outlined in the projected number of pupils by January 2023. They draw relevant attention to the fact that facilities will be available to the local community and will provide an opportunity for the school to become a community hub for the town of Llandovery.

The proposer has given suitable consideration to the proposal's effect on Welsh-medium provision within the authority. They claim fairly that the proposal will have a positive effect on the number of places available within Welsh-medium education in Carmarthenshire.

Educational aspects of the proposal

The proposer gives appropriate consideration to the proposal's effect on the quality of outcomes, provision and leadership within the school.

They refer validly to the outcomes of the school's most recent Estyn inspection report, its category and support banding.

They claim reasonably that this proposal will ensure that pupils will be given an opportunity to become bilingual learners who are confident in both Welsh and English.

The proposer identifies that including nursery provision in the new school building will provide seamless transition from the early years to the foundation phase and key stage 2.

The proposer has conducted an equality impact assessment and has identified reasonably that the proposal should not have a detrimental effect on any specific groups. They state clearly that the proposal will ensure that better facilities in the new building will improve teaching and learning experiences for all learners, including those with additional learning needs.

The proposer has given appropriate attention to the possible disruption to current pupils, and has identified validly that the catchment area will not change and that there will be no change to the current arrangements in terms of pupils transferring to secondary education.

3.1 Local Authority Response to Estyn's Observations

As can be seen from Estyn's observations they are of the opinion that the proposal is at least likely to maintain the current standard of education. Their observations include supporting statements as noted below.

Statements of support for this proposal by Estyn

The council has given appropriate consideration to three options and has chosen the above proposal.

Estyn is of the opinion that this proposal is at least likely to maintain the current standard of education.

The proposer provides a clear rationale for the logic behind the proposal. It identifies clearly that this proposal has been designed in response to Carmarthenshire County Council's Welsh in Education Strategic Plan and the Welsh-medium Education Strategy. They state fairly that it is a transitional school, which is a school that is working towards becoming a Welsh-medium school for 4-11 year-old children.

They have given a good outline of the reasons for changing the nature of the school's provision and list the advantages.

The proposer has given suitable consideration to the proposal's effect on Welsh-medium provision within the authority. They claim fairly that the proposal will have a positive effect on the number of places available within Welsh-medium education in Carmarthenshire.

The proposer gives appropriate consideration to the proposal's effect on the quality of outcomes, provision and leadership within the school.

The proposer identifies that including nursery provision in the new school building will provide seamless transition from the early years to the foundation phase and key stage 2.

4. Consultation with the Pupils

School: Ysgol Rhys Prichard

Date: 25th June 2019

Consultation undertaken by: Mrs Catrin Griffiths – Welsh Language
Development Manager

Interviewed: Cross section of pupils from year 2 to year 6

Ysgol Rhys Prichard pupils did not see this proposal as anything new to them or to their school. They felt that the school is already a Welsh medium school and that there will be no change in the future. When questioned as to the importance of their type of education they were all in agreement that they are and are becoming totally bilingual. They discussed how fortunate they felt to have two languages and are looking forward to learning more languages during their secondary education stage. They spoke about the fact that they feel more able to learn a third and maybe fourth language as they already have two.

They were enjoying the Siarter Iaith and are trying to make sure that all pupils speak Welsh within the school but also in the community.

They felt that homework is not an issue as they can use English to explain the work to the parents that cannot speak Welsh.

All pupils were in agreement that the proposal should go through.

EXECUTIVE BOARD

23RD SEPTEMBER, 2019

Social Care & Health Scrutiny Committee Task & Finish Group Draft Final Report 2018/19:

A review of the impact of loneliness in Carmarthenshire

Recommendations / key decisions required:

- To endorse the report and recommendations for further consideration by the Executive Board.

Reasons:

- At its meeting on 21st May 2018, the Social Care & Health Scrutiny Committee agreed to establish a task and finish group to undertake a review the impact of loneliness in Carmarthenshire.
- The recommendations contained within the report have been formulated by the Group following the consideration of a range of evidence over a series of meetings held between June 2018 and April 2019.

Relevant scrutiny committee to be consulted: N/A – This is a Scrutiny Committee Report
 Exec Board Decision Required YES
 Council Decision Required NO

Executive Board Member Portfolio Holder: Cllr. Jane Tremlett (Social Care & Health)

Chair of the Task & Finish Group:

Cllr. Gwyneth Thomas

Designations:

Chair of the Social Care & Health Scrutiny Committee

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Democratic Services Officer

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EXECUTIVE SUMMARY

23RD SEPTEMBER, 2019

Social Care & Health Scrutiny Committee Task & Finish Group Final Report 2018/19:

A review of the impact of loneliness in Carmarthenshire

Recommendations (See Section 3 of the full report)

Recommendation One - Take a strategic approach to loneliness

Identify a senior officer at a Head of Service level, within the Authority to lead and drive an integrated approach to prevention where community connection and addressing loneliness is a priority. This role would work across all disability and age groups and be integrated in the communities' directorate and will also work closely with children and education.

Recommendation Two - Address loneliness as an important shared priority

When the leadership is in place to drive this agenda, an integrated work stream should be developed to implement a practical and joined up plan to improve community connection, thereby delivering the directive from Welsh government.

Recommendation Three - Focus on building and supporting community assets

Work with all stakeholders including PSBs to ensure that we maximise all resources. This will include further attention to the community asset transfer approach with the aim of encouraging community activity.

Recommendation Four - Directly address barriers to connection

A co-designed action plan should be developed to address barriers to connection.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Linda Rees-Jones Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	YES	NONE

Staffing implications
 If adopted, recommendations will need to be progressed by existing staff.

Where additional resources have been recommended, transformational funds have already been secured.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Linda Rees-Jones Head of Administration & Law

1. Scrutiny Committee – This is a report produced by the Social Care and Health Scrutiny Committee.
2. Local Member(s) – Local Members were all asked to provide details of activities in their area aimed at reducing loneliness
3. Community / Town Council – N/A
4. Relevant Partners – YMCA Swansea, Yr Hwb (Llansteffan), 50+ Forum, Feryside Men’s Shed and Carmarthenshire is Kind all addressed the Task & Finish Group during its review.
5. Staff Side Representatives and other Organisations – Julia Wilkinson, Sue Smith from the Department for Communities contributed to and supported the work of the Task & Finish Group.

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

See section 5 within the report for full list.

Task & Finish Group Planning & Scoping Document	http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=169&MId=1223&Ver=4
County Council's Corporate Strategy 2015-2020	http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY
Carmarthenshire County Council Well-being objectives	http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY
Carmarthenshires Ageing Well Plan	https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/ageing-well-plan/

**Department for Communities Scrutiny Committee
Task & Finish Group 2018/19**

Loneliness in Carmarthenshire

Draft Planning & Scoping Document

Task & Finish Objective(s)	<ul style="list-style-type: none"> To review the impact of loneliness in Carmarthenshire
Context	<p>Loneliness is seen by many as one of the largest health concerns we face. There has been growing political interest in loneliness as a significant social problem. Here are the reasons why:</p> <p>Health risks</p> <ul style="list-style-type: none"> Loneliness is as bad for you as smoking 15 cigarettes a day¹. Loneliness is worse for you than obesity². Lonely people are more likely to suffer from heart disease³. Loneliness is likely to increase your risk of death by 29%⁴ Lonely people are 1.64 times more likely to develop dementia, this was distinct from social isolation factors such as living alone or being unmarried⁵. Loneliness has a negative impact on willpower, which means that lonely people are more likely to have unhealthier diets, take less exercise and engage in behaviour that negatively impact on their health⁶ <p>Mental health risks</p> <ul style="list-style-type: none"> Feeling and mental health problem are strongly linked. Having a mental health problem increases your chance of feeling lonely, and feeling lonely can have a negative impact on your mental health.⁷ A recent study found that the presence of loneliness is predictor for depression.⁸ Drug abuse and eating disorders are linked to loneliness⁹

¹ (Holt-Lunstad, 2010)

² (Holt-Lunstad, 2010)

³ (Valtorta et al, 2016)

⁴ (Holt-Lunstad, 2015)

⁵ (Holwerdal et al 2010)

⁶ (Twenge et al 2001)

⁷ MIND www.mind.co.uk

⁸ Lonely Society Report The Mental Health Foundation

⁹ Wang et al Social Isolation and Mental Health

	<p>Who is affected by loneliness?</p> <ul style="list-style-type: none"> • National Survey for Wales showed the 17% of people in Wales were lonely and 54% of people experienced some feelings of loneliness. • Loneliness is not about someone's "personality", but likely to be driven by other factors such as health and economic status. Illness and unemployment made loneliness much more likely as well as those in the caring role.¹⁰ • Women are consistently more likely than men to report feelings of loneliness. But research suggests this is influenced by a reluctance among some men to admit to the extent of their loneliness.¹¹ <p>Loneliness in older age</p> <ul style="list-style-type: none"> • There are 1.2 million chronically lonely older people in the UK (Age UK 2016, No-one should have no one). • Half a million older people go at least five or six days a week without seeing or speaking to anyone at all (Age UK 2016, No-one should have no one). • Two fifths all older people (about 3.9 million) say the television is their main company (Age, U.K., 2014. Evidence Review: Loneliness in Later Life. London: Age UK). <p>Loneliness in younger people</p> <ul style="list-style-type: none"> • A study by The Co-op and the British Red Cross reveals over 9 million people in the UK across all adult ages – more than the population of London – are either always or often lonely. • Young adults are more likely to feel lonely than older age groups, says a study from the Office for National Statistics. • Research has found that almost 10% of people aged 16 to 24 were "always or often" lonely - the highest proportion of any age group. This was more than three times higher than people aged 65 and over.¹² <p>Loneliness and families</p> <ul style="list-style-type: none"> • A survey by Action for Children found that 43% of 17 – 25 year olds who used their service had experienced problems with loneliness, and that of this same group less than half said they felt loved. • Action for Children have also reported 24% of parents surveyed said they were always or often lonely. <p>Loneliness and disabled people</p> <ul style="list-style-type: none"> • Research by Sense has shown that up to 50% of disabled people will be lonely on any given day.
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¹⁰ Campaign to end loneliness <https://www.campaigntoendloneliness.org/resources/>

¹¹ Psychology Today <https://www.psychologytoday.com/us/blog/the-art-closeness/201601/3-surprising-truths-about-gender-and-loneliness>

	<p>Loneliness and the economy</p> <ul style="list-style-type: none"> • Research commissioned by Eden Project initiative The Big Lunch found that disconnected communities could be costing the UK economy £32 billion every year. <p>Loneliness in Carmarthenshire</p> <p>There are no specific statistics that measure the perception of loneliness in Carmarthenshire but there a number of factors which indicate that it may be a major issue here:</p> <ul style="list-style-type: none"> • 30% of the population live alone¹³ • West Wales is one of the poorest regions in Northern Europe and there are links between poverty and loneliness. • Two of the main sectors in Carmarthenshire are tourism and agriculture, which are seasonal and particularly in the case of farming, solitary. • Illness is a predictor of loneliness and 1 in 4 people in Carmarthenshire have a limiting long term illness • 23% of the population is over 65 • 13% of the people in Carmarthenshire are carers • 3 out of 10 people in the county suffer from mental health condition. • The wellbeing assessment identified that people feeling in that they belong to their community is reducing and that people see the importance of social connectedness. <p>Loneliness in Wales</p> <ul style="list-style-type: none"> • It was announced in Feb 2018 that tackling the causes of loneliness and social isolation is a national priority for the Welsh Government, (Minister for Children and Social Care, Huw Irranca-Davies) • The Welsh Government have agreed to: will: <ul style="list-style-type: none"> ○ Identify areas of work across that could be accelerated to tackle the issue ○ During 2018, publish for consultation a cross-government strategy on loneliness and isolation with a final strategy published by March 2019 ○ Commission work to assess the impact of loneliness and isolation on health and well-being and whether people experiencing these issues make increased use of public services.
<p>Membership</p>	<p><u>Elected Members</u></p> <ul style="list-style-type: none"> • To be agreed at the Social Care & Health Scrutiny Committee Meeting to be held on 21st May, 2018 • Up to 6 Elected Members appointed to reflect the political balance of the Council as whole.

¹³ Carmarthenshire's Wellbeing Plan <http://www.thecarmarthenshirewewant.wales/>

	<p><u>Advisors / Support Officers</u></p> <p>TBC</p>
The main aims of the review	<ul style="list-style-type: none"> • To review the prevalence and impact on loneliness in Carmarthenshire • To review strategy, action plan and services in place to address loneliness • To formulate recommendations for consideration by the Executive Board.
Scope of the review	This review will focus on Carmarthenshire's strategy and delivery plan to address loneliness.
How it will contribute to achieving corporate / community objectives and well-being objectives	<p>Contributes to the following outcomes from the County Council's Corporate Strategy 2015-20:</p> <ul style="list-style-type: none"> • People in Carmarthenshire are healthier • Providing services as efficiently as possible, ensuring value for money... • Investigating and developing new ways of working and providing services • Increasing collaboration with our partners and communities in order support the delivery of services <p>This project will link directly to the following Carmarthenshire County Council Well-being objectives:</p> <ul style="list-style-type: none"> • Strongly connected people, places and organisations who are resilient to change. <p>Delivering Carmarthenshire County Council Ageing Well Plan:</p> <ul style="list-style-type: none"> • Loneliness and isolation • Dementia Friendly communities • Age friendly communities • Opportunities for employment and volunteering <p>Delivering Carmarthenshire's Vision for Sustainable Services for Older People:</p> <ul style="list-style-type: none"> • Promote independence, community engagement and social inclusion. • Promote health and wellbeing of older people
List of key	<ul style="list-style-type: none"> • Integrated Services

<p>stakeholders [not exhaustive]</p>	<ul style="list-style-type: none"> • Housing/Direct Services • Mental Health/Learning disability Services • Community Regeneration • Leisure • Public Health • HDUHB Primary Care • CAVS / Third Sector • Non-maintained Sector and Private providers • Democratic Services (information on how often reported from Elected Members) • Other as identified
<p>What information / documents are required to inform the work of the study? [not exhaustive]</p>	<ul style="list-style-type: none"> • To be agreed at the meeting of the Social Care & Health Scrutiny Committee to be held on 21st May, 2018
<p>Timescale for completion of the review</p>	<p>Monday, 21st May, 2018</p> <ul style="list-style-type: none"> • Draft Planning & Scoping Document to SC&H Scrutiny Committee <p>Research and Evidence Gathering period – June to November 2018:-</p> <p>Thursday, 14th June, 2018 – T&F Group Meeting 1</p> <ul style="list-style-type: none"> • Agree overall approach for the review • Draft project plan <p>Thursday, 19th July, 2018 – T&F Group Meeting 2</p> <p>Thursday, 13th September, 2018 – T&F Group Meeting 3</p> <p>Wednesday, 17th October, 2018 – T&F Group Meeting 4</p> <p>Monday, 19th November, 2018 – T&F Group Meeting 5</p> <p>Monday, 17th December, 2018</p> <ul style="list-style-type: none"> • Final Report to Committee

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Scrutiny

in Carmarthenshire

Social Care & Health Scrutiny Committee

Task & Finish Review Report 2018/19

Loneliness in Carmarthenshire



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Version Control

Date	Version	Comments	Author
11/12/18	V0.1	Initial draft	Emma Bryer
15/03/19	V0.2	Second draft	Julia Wilkinson
10/04/19	V0.3	Third draft following review by T&F Group	Julia Wilkinson
25/04/19	V0.4	Minor updates by Chair & addition of Appendix A	Emma Bryer
22/05/19	V0.5	Minor updates by Chair	Chair
22/05/19	V0.6	Updated following consultation with EBM	Emma Bryer
14/06/19	V0.7	Updated recommendation 1 following feedback from Neil Edwards.	Emma Bryer
03/07/19	V1.0	Approved at Social Care & Health Scrutiny Committee	Emma Bryer
10/09/19	V1.1	Minor updates following PEB	Emma Bryer

Members of the Task and Finish Group



Cllr. Gwyneth Thomas
(Chair)
Llangennech
Plaid Cymru



Cllr. Ieuan Davies
Llanybydder
Independent



Cllr. Ken Lloyd
Carmarthen Town North
Labour



Cllr. Louvain Roberts
Glanymor
Labour



Cllr. Emlyn Schiavone
Carmarthen Town West
Plaid Cymru



Cllr. Dorian Williams
Abergwili
Plaid Cymru



Chair's Foreword

There is overwhelming evidence any citizen of Carmarthenshire can feel lonely – it effects all ages, circumstances and stages of life. There is a growing recognition that loneliness is a serious problem with far reaching implications, not just for individuals, but also for wider communities and services that support them.

Addressing loneliness merits the attention of this group and the local authority as a whole, not only because it's the right thing to do, but because there is very strong evidence that loneliness can increase the pressure on a wide range of council and health services. It is devastating for individual lives and is often the tipping point for the need for health and social care services and can escalate and intensify the level of support needed.

Loneliness and social isolation are growing problems not just here in Wales but across the UK and beyond – and with 1 in every 5 people now experiencing loneliness and/or social isolation.

More of us now understand these can affect anyone, at any age, for a wide variety of reasons. They can, and do, have a significant impact on people's physical and mental health. It risks becoming a major public health crisis unless we act now, and work together to tackle the problem.

– Huw Irranca-Davies

Loneliness can result in a number of physical and psychological problems including premature death, sleep problems, high blood pressure, poor quality of life, increased risk of heart attack and stroke, depression and suicide. When we feel socially rejected, it triggers a response in the brain similar to one from experiencing physical pain. Research demonstrates that loneliness has an effect on life expectancy that is equivalent to smoking 15 cigarettes a day.

During the review we consulted with various organisations on the impact of loneliness and it was heartening to see the amount of work already being done throughout Carmarthenshire to help address loneliness. It was acknowledged that there is great work being carried out by statutory agencies, our vibrant third sector, community members and volunteers. This must be supported strategically by the local authority, as it has an important role to play by working in partnership to tackle loneliness. The group recognised that we need to do more in Carmarthenshire to create the right conditions for connection so that communities and individuals can flourish.

I would like to thank all the organisations and individuals who engaged with the group. Their time and commitment provided us with a valuable insight into local issues and what is currently being done. I would also like to thank the Council Officers and the Councillors who participated in the Task & Finish Group.

Cllr. Gwyneth Thomas
Chair of the Task and Finish Group

1.0 The Task & Finish Review

1.1 Objectives and Scope

The Social Care & Health Scrutiny Committee has a key role to play in monitoring services, development of key policies and strategies, as well as identifying areas for improvement or development.

At its meeting on 21st May 2018, the Social Care & Health Scrutiny Committee agreed to establish a task and finish group to review the impact of loneliness in Carmarthenshire.

Following its first meeting, the Group agreed that the main aims of the review would be:

- To review the prevalence and impact on loneliness in Carmarthenshire
- To review strategy, action plan and services in place to address loneliness
- To formulate recommendations for consideration by the Executive Board.

1.2 Corporate / Community objectives and well - being objectives

The Group agreed that this review would contribute to achieving the following corporate / community objectives and well - being objectives and outcomes: -

County Council's Corporate Strategy 2015-20:

- People in Carmarthenshire are healthier
- Providing services as efficiently as possible, ensuring value for money
- Investigating and developing new ways of working and providing services
- Increasing collaboration with our partners and communities in order to support the delivery of services.

The outcomes of this review would also directly link to the following

Carmarthenshire County Council Well-being objectives:-

- Strongly connected people, places and organisations who are resilient to change.

Carmarthenshire County Council Ageing Well Plan:-

- Loneliness and isolation
- Dementia friendly communities
- Age friendly communities
- Opportunities for employment and volunteering.

Carmarthenshire's Vision for Sustainable Services for Older People:-

- Promote independence, community engagement and social inclusion
- Promote health and wellbeing of older people

1.3 Approach

The Task and Finish Group's membership was as follows:

- Cllr. Gwyneth Thomas (Chair)
- Cllr. Ieuan Wyn Davies
- Cllr. Ken Lloyd
- Cllr. Louvain Roberts
- Cllr. Emlyn Schiavone
- Cllr. Dorian Williams

The Democratic Services Unit based in the Chief Executive's Department, provided research and general support to the Group.

The following officers provided specialist advice and support during the Group's review:

- Julia Wilkinson (Locality Manager)
- Susan Smith (Community Resilience Co-ordinator)
- Martin Palfreman (Head of Regional Collaboration)

Initially, it was planned that the review would be completed in 5 meetings between May 2018 and November 2018. However, during this time a meeting had to be cancelled and additional referrals had been received extending the review timeline to 8 meetings up to May 2019 (see Appendix A).

The Group considered evidence and information from a variety of sources. Each session was designed to provide the Group with the relevant information, context and background to loneliness.

As part of the research, the task group interviewed / consulted the following:

- YMCA, Swansea – Ann-Marie Rogan / Charlotte Davies
- Carmarthenshire is Kind – Sue Smith / Julia Wilkinson
- Yr Hwb, Llansteffan – Cllr. Carys Jones
- Ferryside Men's Shed – Martin Smith / Ken Day
- 50+ Forum – Peter Loughran

2.0 Key Findings

Summary

- The impact of loneliness is often devastating and costly – with comparable health impacts to smoking and obesity.
- Loneliness is a significant and growing issue for many people. There are a number of risk factors which make someone vulnerable to loneliness and whilst growing older is one of these it doesn't just affect older people – in fact the 16-24 age group have recently been recorded as the loneliest group¹.
- Whilst there are no specific statistics on the prevalence of loneliness in Carmarthenshire statistics show that 17% of people across Wales are lonely².
- Taking action to address loneliness can reduce the need for health and care services.
- Effective action to combat loneliness is best delivered in partnership.
- Loneliness can be addressed by a number of effective interventions, which have been presented in a framework for action by The Campaign to End Loneliness. These actions are often low cost, particularly when voluntary and community effort is used and supported effectively.
- Action to combat loneliness should take place in the context of a wider preventative strategy that promotes overall wellbeing.

What is loneliness?

Loneliness is not about being alone - many people who are alone don't feel lonely. Loneliness is a personal and unwelcome feeling of lack or loss of companionship. It happens when there is a mismatch between the quantity and quality of social relationships that we have, and those that we want³.

There are different types of loneliness:

- Emotional loneliness is felt when we miss the companionship of one particular person; often a spouse, sibling or best friend.
- Social loneliness is experienced when we lack a wider social network or group of friends.

What does it feel like to be lonely?
I can tell you exactly, it's like being in a bubble and you want to get out but you just can't, you try and you can't do it, you just can't get out.

Male: Wales
(Trapped in a bubble)

¹ <https://www.bbc.co.uk/mediacentre/latestnews/2018/loneliest-age-group-radio-4>

² <http://www.mentalhealthwales.net/2018/10/loneliness-and-social-isolation-is-a-growing-threat-to-public-health-we-must-tackle-it-together-huw-irranca-davies/>

³ (Perلمان and Peplau, 1981).

Why is it important?

- The significant impact that loneliness can have on physical, mental and social health is well evidenced.
 - The Campaign to End Loneliness⁴ points to research that shows lacking social connections is as damaging to health as smoking 15 cigarettes a day, with lonely older individuals more likely to visit their GP, use more medication and have a higher incidence of falls. They are also more likely to enter early into residential or nursing care.
 - Lonely people are more likely to have unhealthier diets, take less exercise and engage in behaviour that negatively impact on their wellbeing. A recent study⁵ has also found that the presence of loneliness is a predictor for depression, substance misuse and eating disorders.
- Addressing loneliness has been endorsed as a key form of prevention of social care needs in the Social Services and Wellbeing Act (Wales) and has been recognised by many research agencies such as the Kings Fund⁶ as a way of shifting the focus of health and social care.

“Individuals who are socially isolated are between two and five times more likely than those who have strong social ties to die prematurely.”

Michael Marmot (2010) – Fair Society, healthy Lives
(The Marmot Review)

Who is at risk of being lonely?

- Key risk factors for loneliness include being in later older age (over 80 years), on a low income, in poor physical or mental health, cognitive impairment, having a caring role, living alone or in isolated rural areas or deprived urban communities.
- Research over decades has found a fairly constant proportion (10-13 per cent) of older people in the UK feeling lonely often or always. But over the same time period, there has been a growing percentage of older people who sometimes feel lonely and an increasing percentage of other age groups experiencing loneliness with almost 10% of people aged 16 to 24 also stating that they are "always or often" lonely.⁷

⁴ <https://www.campaigntoendloneliness.org/the-facts-on-loneliness/>

⁵ Spensley (2008)

⁶ <https://www.kingsfund.org.uk/projects/improving-publics-health/strong-communities-wellbeing-and-resilience>

⁷ Office for National Statistics

<https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/articles/lonelinesswhatcharacteristicsandcircumstancesareassociatedwithfeelinglonely/2018-04-10>

- Other specific groups such as those with disabilities and sensory impairment. Parents have also been shown to be at risk. Research for Sense has shown that up to 50% of disabled people will be lonely on any given day and Action for Children reports 24% of parents surveyed state that they are always or often lonely.

Are people in Carmarthenshire lonely?

- Whilst there is no specific data for Carmarthenshire the National Survey for Wales showed that 17% of people in Wales were chronically lonely with 54% of people having experienced feelings of loneliness. Identified risk factors to loneliness are evident in the county which would suggest that loneliness is an issue here:
 - 30% of the population live alone.
 - West Wales is one of the poorest regions in Northern Europe and there are links between poverty and loneliness.
 - Two of the main sectors in Carmarthenshire are tourism and agriculture, which are seasonal and particularly in the case of farming, solitary.
 - Illness is a predictor of loneliness and 1 in 4 people in Carmarthenshire have a limiting long term illness.
 - 23% of the population is over 65.
 - 13% of the people in Carmarthenshire are carers.
 - 3 out of 10 people in the county suffer from a mental health condition.
 - The wellbeing assessment identified that people feeling that they belong to their community is reducing and that people see the importance of social connectedness.
- The Office of National Statistics has studied happiness levels in the county with Carmarthenshire residents reporting happiness levels of 7.37 out of 10. The county was rated 13th happiest in Wales out of the 22 Local Authority areas. The lowest in the West region and comparable with Cardiff and Torfaen⁸.

What works in combatting loneliness?

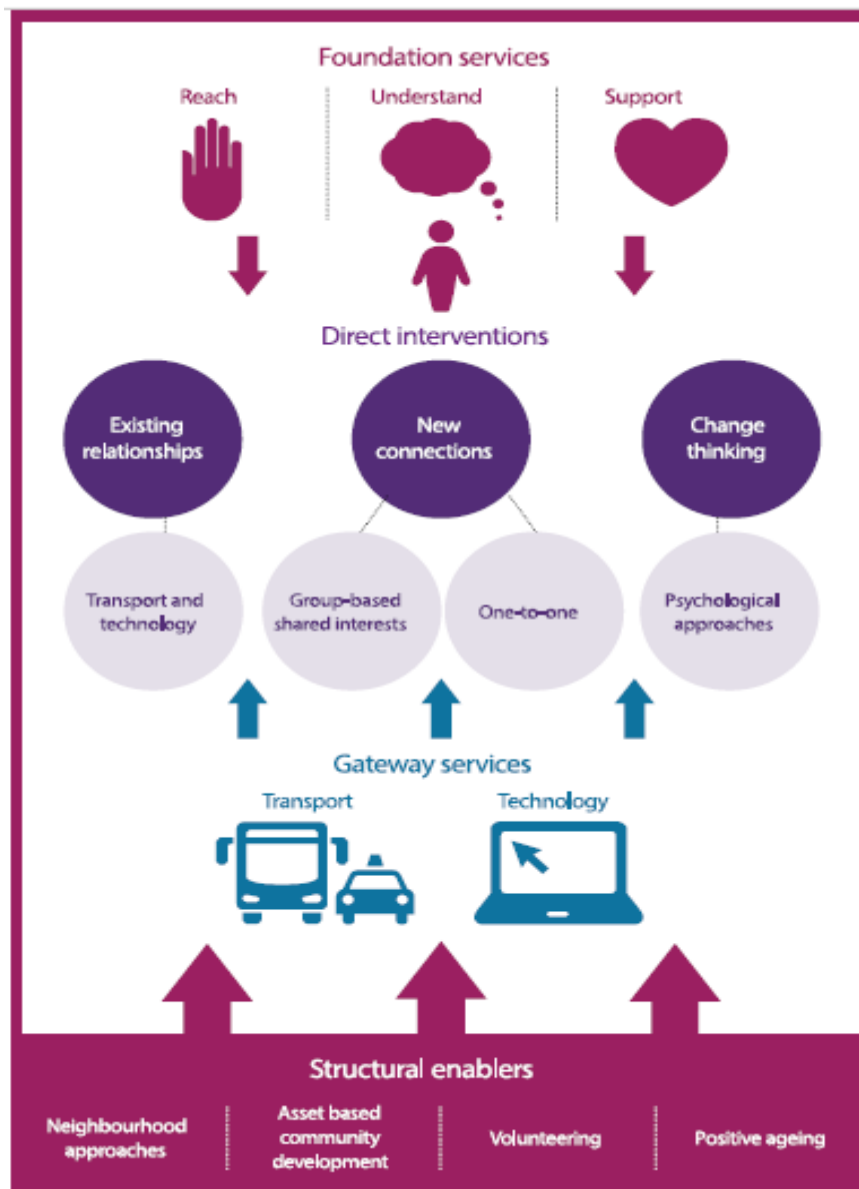
There is a wealth of evidence across Carmarthenshire, Wales and the UK as a whole, of different projects and groups that are making a difference at community level in tackling issues of loneliness. It is difficult to evaluate the impact of these separate groups and The Campaign to End Loneliness and Age UK has looked at UK wide evidence to evaluate what works in addressing this issue and created a framework of evidence based actions that work in combatting loneliness.

The framework features four distinct categories of intervention that could be put in place at a strategic level and delivered locally to provide a system of services to prevent and alleviate loneliness.

- 1) **Foundation Services** that reach lonely individuals and understand their specific circumstances to help them find the right support.
- 2) **Gateway Services** like transport and technology that act as the glue that keeps people active and engaged, and makes it possible for communities to come together.

⁸ <https://www.walesonline.co.uk/news/wales-news/happiest-and-saddest-parts-wales-10829744>

- 3) **Direct Interventions** that maintain existing relationships and enable new connections – either group-based or one to one support, as well as emotional support services.
- 4) **Structural Enablers** are needed in their communities to create the right conditions for ending loneliness, such as volunteering, positive ageing and neighbourhood approaches.





2.1 Visits & Meetings

The group took evidence of the excellent work that is going on across the county in groups and projects that were making a difference at local level. It was recognised that this scoping exercise was necessarily limited and it was clear that the visits that were undertaken were a tiny picture of the good practice across the county.

The Group received information outlining good practice in Carmarthenshire as well as presentations from a selection of organisations on the different initiatives being undertaken across the county in order to reduce the impact of loneliness.

It was noted that it was impossible to gain a thorough understanding of the extent and impact of this work as there is no coherent framework or resource that maps provision across the county.

Organisation	Key Findings / Summary
<p data-bbox="150 763 384 792">Y.M.C.A Swansea</p> 	<p data-bbox="544 763 1426 831">The Group received a presentation on the work of the YMCA which included the following:</p> <ul data-bbox="544 842 1442 2051" style="list-style-type: none"> • Each YMCA is individually constituted and is set up especially to meet the requirements of the local community. • Many YMCA's in England are Registered Social Landlords. • A lot of family work is undertaken e.g. childcare provision, youth work (including combating loneliness), working with parents and enabling them to be the best parents they can be and empowering them. • YMCA Swansea would be willing to help facilitate the establishment of "Mixed Up" (A group for young people with disabilities that especially supports those with physical disabilities) in Carmarthenshire as they have an all Wales remit. They currently provide youth services in Neath Port Talbot and Ammanford. • They do a lot of work around health and wellbeing. They have a fitness centre which currently has 700 members and they help with obesity, back problems etc. They work with GP surgeries, Health Boards and the Health Authority, looking at what role the 3rd sector could play. There are 15 high end fitness studios in close proximity to the YMCA who charge around £25/week. At the YMCA you get an instructor to help you with your own individual programme for a fraction of the cost. It is also about looking at people's mental health "I am whole". Having personal aspirations can have a massive impact on your life. • They are looking at setting up a strategic partnership to look at befriending, domiciliary care, cleaning, tackling loneliness etc. • Digital Buddies – young people helping older people with technology to order shopping online, order prescriptions, contact relatives who live away etc. • Income is generated by letting out office space, hiring out rooms, hiring out the theatre and studio. If you have a community venue you have to make sure that it's self-sufficient.



	<p>A café will open soon on the ground floor which will provide job opportunities for ethnic minorities. It will be used as a training hub for cooking, nutrition, customer service etc.</p>
<p>Yr Hwb, Llansteffan</p> 	<p>The Group received the following information regarding the work undertaken at the Hwb, Llansteffan:</p> <ul style="list-style-type: none"> • The Hwb is run by a group of volunteers that are managed by the Hall Committee. The volunteers were selected based on their experience of working with older people and who demonstrated a “caring ethos”. • Some of the volunteers have themselves suffered loneliness issues and the volunteering has helped overcome this. A lead volunteer is appointed for each month and they will be responsible for that month’s activities. • The Hwb was set up to offer companionship for those in the community who were in danger of becoming isolated. While the Hwb is open to all ages the majority of those attending are over 50 years of age. • The Hwb has received no financial assistance and has evolved over time thanks to the hard work of the community. • The Hwb is promoted via social media and word of mouth. Posters are placed around the village and advertised in the Carmarthen Journal. • There is no direct cost to attendees but they are able to make donations towards the cost of refreshments. The donation fund is steadily building up and will be used for further activities. The hall is provided free of charge to the Hwb however all donations are given back to the hall. • The sessions include card games, Welsh language conversational corner, activities, CD and book exchange, kiddies corner but is centred around tea and chat. Activities are held at every session e.g. crafts, cake decorating etc. In addition, there are monthly events such as music, movies and presentations. A popular event is a monthly visit by a group of children from Llansteffan School. • The Hwb has a regular client base and has engaged with people who previously did not attend village events. The aim is to attract middle-aged residents so that loneliness can be prevented.

50+ Forum



The Group received the following information regarding the work undertaken at the 50+ Forum:

- The Forum was set up following development of the Welsh Government Strategy for Older People that was commissioned by the Older People's Commissioner for Wales.
- Each Local Authority has an elected member champion and a coordinator funded by Welsh Government.
- The Forum is not a delivery body and no direct services are provided. The Forum works with partners to develop initiatives and holds organisation to account / calls on organisations to report on progress. The Forum works in partnership with the public sector and voluntary sectors at both local and national levels.
- An example of work done by the Forum includes the setting up of the Walking Well Carmarthenshire initiative.
- The Forum uses social media and the web to promote themselves and other organisations. They are active on social media (Face Book and Twitter). Monthly newsletters are distributed to members and regular surveys and consultations are undertaken. The Forum also produces an annual magazine.
- An annual AGM event is held at the Botanical Gardens. The event is always well received with 400+ attendees. The event includes workshops and taster sessions.
- There are currently 1649 members and until the GDPR regulation was introduced there was in excess of 2K members. Of the 1649 members only 760 use email as a means of communication.
- The Forum also submit responses to Welsh Government consultations. Recent consultations include Tackling Loneliness & Social Isolation and a Local Toilets consultation.
- Annual surveys are undertaken. A question was asked about the number of responses received. While the exact figures weren't available it was confirmed that the response was positive as the survey is timed to link in with the AGM event.
- The Forum / Steering group has experts on technology and are helping people to realise the benefits of technology. This is an area where working in partnership is really important.
- Another initiative that aimed to engage with the harder to reach people was the Shoe Box Appeal that utilised the domiciliary care service for deliveries.

<p>Ferryside Men's Shed</p> 	<p>The Group received the following information regarding the work undertaken at the Men's Sheds, Ferryside:</p> <ul style="list-style-type: none"> • Ferryside Men's Shed is governed by its own constitution and has appointed a Chair, Secretary and Treasurer. • It consists of a group of men who get together with shared interests and as a by-product become more socially connected. • It is based in the Council's former Education Centre and members of the group are fortunate that the building is rent free through the Ferryside Enterprise Group. The agreement is that the facility is rent free provided the buildings are maintained. On start-up, a grant of £4k was secured for the purchase of machinery. • The group consists of 40 all male members. The decision was taken that no female members would be entitled to join, however they are welcome to attend as guests. • Membership cost is £25 per annum plus £1 contribution per day to cover the cost of tea/coffee. Additional income is secured through the sale of items such as bee hives and bat shelters made by members. Members also generate income by undertaking general repairs for members of the community. <p>The Task & Finish Group also visited the Men's Shed at Ferryside and witnessed first-hand the excellent work being undertaken by the Men's Shed.</p>
<p>Carmarthenshire is Kind</p> 	<p>The group was given information from Integrated Services that there is growing evidence that suggests kindness can cause improvements in subjective well-being as well as health and ageing well outcomes. Simple acts of kindness have a significant impact on perceptions of loneliness in older people and are defined as an essential component of successful communities.</p> <p>Prioritising action to address loneliness, in older people and those with physical disabilities is a key objective of Integrated Services. One of these actions has been the development of Carmarthenshire is Kind, an awareness session that outlines the evidence base of the benefits of kindness and aims to create a movement of kindness in Carmarthenshire.</p> <ul style="list-style-type: none"> • Carmarthenshire is Kind is a 40-60 min awareness session that is based on the principles and structure of Dementia Friends and Dementia Friendly Communities. • It is not delivered from a public sector perspective but aims to recruit community champions to deliver the sessions to create a 'social movement' towards kindness which taps into national and international models. • The session can be delivered to any audience and is not focused on a specific group. • It outlines the evidence base of the positive impact of kindness not only on others and the community as a whole but also to

individuals.

- It promotes 5 key messages, that kindness:
 - o Is good for us
 - o Connects us
 - o Is for everyone
 - o Is contagious
 - o Protects us
- At the end of the session participants are asked to make a pledge to perform 1 act of kindness and are then identified as Carmarthenshire Friends by a heart badge.
- The session can be delivered at an individual and organisational level.

3.0 Recommendations

Recommendation One:

Take a strategic approach to loneliness

The group felt that because loneliness was such a complex and prevalent issue that there was a risk that it would become overwhelming unless tackled at a strategic level - with strong leadership to drive improvements across the whole system.

It was felt that interventions to support connection and community resilience would be most effective if built into an overarching strategy for promoting wellbeing, bringing together partners from across the local authority and other local agencies, which would reflect ambitions outlined in The Wellbeing of Future Generations Act and Carmarthenshire's associated Wellbeing Plan.

This approach would show a top down commitment to tackling loneliness, with clear objectives and actions set out at all levels. This will include elected members, chief officers, town and community councils, churches, chapels and other faith groups, community projects and front line staff.

Action

Identify a senior officer at a Head of Service level, within the Authority to lead and drive an integrated approach to prevention where community connection and addressing loneliness is a priority. This role would work across all disability and age groups and be integrated in the communities' directorate and will also work closely with children and education.

Practical suggestion

No additional funding would be needed to address this action as it will use existing resources. It will be essential for this to be driven and delivered by the identified senior officer who would impact positively on the provision of statutory services.

Recommendation Two:

Address loneliness as an important shared priority

The group was very interested in the evidence that loneliness can be an issue for every age and group. Whilst social isolation has previously been viewed as a problem for older people it is clear that it is a wide scale issue that effects every age and population group.

Work should be done to highlight the issue of loneliness and efforts made to improve awareness of the issue, among professionals, communities and individuals themselves. This would reduce the stigma of speaking up about what can seem a deeply personal issue and would ensure that all local services understand the role they can play in combating loneliness. Understanding the potential risk factors for loneliness is vital to better target initiatives, and offer effective targeted solutions to those who are often hardest to reach.

Action

When the leadership is in place to drive this agenda, an integrated work stream should be developed to implement a practical and joined up plan to improve community connection, thereby delivering the directive from Welsh government.

The framework of four distinct categories of intervention that could be put in place at a strategic level and delivered locally to provide a system of services to prevent and alleviate loneliness:

- **Foundation Services** that reach lonely individuals and understand their specific circumstances to help them find the right support.
- **Gateway Services** like transport and technology that act as the glue that keeps people active and engaged, and makes it possible for communities to come together.
- **Direct Interventions** that maintain existing relationships and enable new connections – either group-based or one to one support, as well as emotional support services.
- **Structural Enablers** are needed in their communities to create the right conditions for reducing loneliness, such as volunteering, positive ageing and neighbourhood approaches.

Practical suggestion

No additional funding would be needed to address this action as it would involve a different way of working. It will be essential for this to be driven and delivered by the appointed senior officer.

Recommendation Three:

Focus on building and supporting community assets

Supporting communities to build their resilience to loneliness makes good sense as it harnesses community assets and resources. Services at a local level should work collaboratively to share resources, such as transport and buildings with better targeting of existing resources – using what we have got better to maximise its impact. The group recognises the vital role that town and community councils have to play in this. It acknowledges that in order to maximise the impact extra support should be given to create a joined up approach delivered locally.

Activity at community level should flow from a coherent authority-wide strategy, and should involve funding and resources to support this tailored approach. This will be dependent on local circumstances, recognising the particular assets and challenges present in each community.

Action

Work with all stakeholders including PSBs to ensure that we maximise all resources. This will include further attention to the community asset transfer approach with the aim of encouraging community activity.

Practical suggestions

- Ensure strong working relationship with HDUHB reflecting the Welsh Government ‘A Healthier Wales: our Plan for Health and Social Care’ plan.⁹
- Work with Un Llais Cymru / One Voice Wales and Carmarthen Area Committee to embed a proactive approach to loneliness in town and community councils.
- Work with the Town & Community Council Liaison Forum to raise awareness and encourage local action to reduce loneliness in their community.
- Work with regeneration and other Local Authority departments in order to provide community benefits that will address loneliness in contracts and work streams.
- Work with youth groups such as Carmarthenshire Youth Council and the Young Farmers Club Wales.

Recommendation Four:

Directly address barriers to connection

The group acknowledges that practical issues often exacerbate issues of loneliness. Priority areas suggested are:

- **Poverty:** lack of financial resources can be a barrier to engagement, with support such as Time Credits being one example of a practical solution to overcome this.
- **Rurality:** some researchers have cautioned that rural residents could be at greater risk of isolation due to the increased distances they must travel to visit their friends and family. Practical transport issues and increased local activities could help alleviate loneliness in rural areas. One example of good community rural work witnessed by the Task & Finish Group is the HWB in Llansteffan. See further information in [2.1 Visits & Meetings](#).
- **Transport:** issues of transport are consistently cited as a major barrier to connection and engagement in Carmarthenshire. It is vital that we come up with creative and innovative solutions to this ever present problem. Accessible transport should meet a range of mobility and sensory needs.
- **Information and communication:** there should be an up to date and useable resource for people to find out information or advice about services available in their area. The existing Dewis database and other communication options such as the Delta Wellbeing Information, Advice & Assistance service (IAA) should be fully utilised to provide easy access to services in Carmarthenshire.
- **Supportive communities:** Practical work should be done to ensure that barriers, such as poverty or rurality, are addressed at a community level. This would involve rolling out a model of age, dementia and disability friendly communities as well as initiatives such as *The Children’s Zone*¹⁰ and *Carmarthenshire is Kind*.
- **Engagement and coproduction:** involving people and communities not just in giving their opinion about the extent of the issue or suggesting services to improve it, but also

⁹ <https://gwedhill.gov.wales/topics/health/publications/healthier-wales/?lang=en>

¹⁰ <https://gov.wales/newsroom/people-and-communities/2017/children-first-pioneer-projects-announced/?lang=en>

by delivering services, and ensuring that the potential contributions of community members as champions, supporters, advocates, workers and volunteers is maximised. This should include further promotion of the GP Social Prescribing initiative as a means of increasing social interaction and reducing loneliness.

Action

A co-designed action plan should be developed to address barriers to connection.

Practical suggestions

- More support for the Dewis website through transformation funds - with a Carmarthenshire specific link. [Funding already secured through Transformational Funds]
- Extending the Time Credit scheme, including initiatives to increase awareness and participation.
- Develop a county based community transport plan – improving awareness of what’s available and how it connects together, replicating good practice of other local authority areas <https://www.swansea.gov.uk/communitytransport>.

4.0 Conclusions

It is clear that communities in Carmarthenshire and across the world are changing. Communication is often digital with many people across our county interacting with individuals, businesses and public services online rather than through talking to each other. Our citizens are also living longer, but not necessarily experiencing increased quality of life. Set against a backdrop of austerity, complex social and economic factors these changes mean that loneliness is being defined as a problem of epidemic proportions that may come to define our time¹¹.

We also now understand the negative impacts of loneliness. Feeling lonely is often linked to early deaths – on a par with smoking or obesity. It's also linked to increased risk of coronary heart disease and stroke; depression, cognitive decline and an increased risk of Alzheimer's. The 2016-17 National Survey for Wales found that 17% of adults in Wales feel lonely often or always¹².

Tackling loneliness not only alleviates the suffering, and improves the quality of life but it also brings wider benefits. It can support effective use of resources and reduce the demand for costly health and social care services. Given the high cost of these services there is a strong case for investment in this area, particularly given the relatively low cost of many effective schemes. For example a Community Agents scheme in Gloucestershire which identified the loneliest people in the community resulted in savings to health and social care services totalling £1.2 million, with every £1 that the scheme cost, the return on investment was calculated to be £3.10¹³.

There are a myriad of activities and initiatives across Carmarthenshire that are bringing about positive change and are tackling loneliness at a local level. It is recognised however that a much more targeted and strategic approach is needed to maximise impact and the Task and Finish Group on loneliness has recommended 4 key actions:

- 1) Take a strategic approach to loneliness
- 2) Address loneliness as a shared priority
- 3) Focus on building and supporting community assets
- 4) Directly address barriers to connection

The group welcomes development of this work and once again would like to thank everyone involved in this Task and Finish project. Particular thanks is extended to Julia Wilkinson, Locality Manager, Emma Bryer and Michelle Evans Thomas, Democratic Service Officers, for their support and guidance throughout the process. Also, thanks to all the individuals and organisations who have contributed to the research in preparing the report.

¹¹ <https://www.bbc.co.uk/news/uk-42887932>

¹² <https://gov.wales/loneliness-and-isolation-rural-wales-ticking-time-bomb-huw-irranca-davies>

¹³ <http://www.grcc.org.uk/individuals-and-families/community-wellbeing-service>

5.0 Bibliography / References

Reference	Link
Carmarthenshire County Council Well-being objectives	http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosiY
Carmarthenshire Well-being Plan: The Carmarthenshire We Want - 2018-2023	www.thecarmarthenshirewewant.wales/media/8331/carmarthenshire-well-being-plan-final-may-2018.pdf
County Council's Corporate Strategy 2018-2023	http://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/corporate-strategy/
Moving Forward in Carmarthenshire: the next 5-years	https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/moving-forward-in-carmarthenshire-the-next-5-years/
Carmarthenshire's Vision for Sustainable Services for Older People for the Next Decade: Promoting Independence Keeping Safe Improving Health and Well-Being 2015-2025	https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/social-care-and-health-older-peoples-strategy-2015-2025/
Carmarthenshire's Aging Well Plan	https://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/ageing-well-plan/
A connected society: A strategy for tackling loneliness – laying the foundations for change	https://www.gov.uk/government/publications/a-connected-society-a-strategy-for-tackling-loneliness
Trapped in a bubble - An investigation into triggers for loneliness in the UK	https://www.redcross.org.uk/about-us/what-we-do/action-on-loneliness
Marmot Review report – 'Fair Society, Healthy Lives	https://www.local.gov.uk/marmot-review-report-fair-society-healthy-lives
Loneliness and Isolation: Guidance for Local Authorities and Commissioners Campaign to End Loneliness	https://campaigntoendloneliness.org/guidance/
Improving the public's health: A resource for local authorities	https://www.kingsfund.org.uk/publications/improving-publics-health
The missing millions: in search of the loneliest in our communities Campaign to End Loneliness	https://campaigntoendloneliness.org/guidance/
A connected island: an Ireland free from loneliness. A Report from the Loneliness Taskforce	https://www.evidence.nhs.uk/search?q=loneliness
Loneliness and isolation: a toolkit for health and wellbeing boards Campaign to End Loneliness	https://campaigntoendloneliness.org/guidance/
Loneliness - What characteristics and circumstances are associated with feeling lonely?	https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/articles/lonelinesswhatcharacteristicsandcircumstancesareassociatedwithfeelinglonely/2018-04-10
How you can reduce loneliness in your	https://www.irf.org.uk/sites/default/files/jrf/migra

neighbourhood: Joseph Roundtree Foundation	ted/.../JRF Loneliness Process.pdf
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(Ctrl+Click to follow the hyperlinks and read the documents)

6.0 Appendix A - Local information from Carmarthenshire County Councillors regarding activities in their area aimed at reducing loneliness.

Ward	Events
Abergwili	<p>Brechfa Wind Farm Community Fund supports and funds a number of village activities within the local catchment area and beyond the 6 km boundary. Tackling loneliness is a major and important consideration for panel members who allocate funding.</p> <p>"Friend of Mine" - Peniel Community Primary School - Important Intergenerational work is taking place to tackle loneliness.</p> <p>Many associations in my ward organise local MYW/WI/Chapel activities with cultural programs during the winter months.</p>
Burry Port	<p>In the Burry Port Ward, we have a Community Friendship Group that meets every Monday.</p> <p>There is also a Dementia support Group that meets twice a week on Monday and Thursday.</p>
Cilycwm	<p>Living in a very rural ward surprisingly there is a lot of clubs etc. in Cilycwm Ward.</p> <p>We have spinners, weavers and dyers group in Llansadwrn, community garden, country women's group and Sinema Sadwrn held in the village pub.</p> <p>There seems to be more on for women in the ward.</p> <p>As for men there is a choir and the pub, unless they travel to different wards to attend vintage clubs (Agricultural Machinery etc.) and sheepdog trials and there is always the weekly livestock marts.</p> <p>One major concern I have is the residents in my ward who do not attend any of these clubs etc. as they live in very rural locations and are unable to travel due to different reasons.</p> <p>With Llandovery being our main town which is in another ward residents travel to town to attend a variety of classes, clubs etc. Folk dancing, jive classes and a friendship club only to mention a few.</p>
Glanaman	<p>It may be worthwhile for a communication to be sent to Cwmamman Town Council as I am aware that several events are held within the Community Centre and other Council owned properties which bring people of the community together.</p>
Gorslas	<p>In the Gorslas ward there are a couple of organisations/activities in the</p>

area that help with the loneliness agenda:

Gorslas Old Age Group - meet monthly and organise trips and social activities.

Drefach Old Age - meet regularly and organise trips and social events.

Cefneithin and Foelgastell Welfare Association - weekly coffee morning for the elderly.

In addition, the well-being committees in Gorslas, Cefneithin / Foelgastell and Drefach organise a number of events during the year which are open to everyone in the community to attend e.g. spring fairs, carnival, etc.

In addition, we are working to establish a Men's Shed project in Drefach which will work to offer activities for men in the area. We are currently discussing a possible location in one of the wings of the former Ysgol y Gwendraeth.

Kidwelly	<p>In the ward of Kidwelly, we did have a group of people set up going round visiting people that were living on their own and didn't have any family members, just to see if they wanted something or shopping or just a chat and company or help with any of their needs, but this work no longer happens as the group set up has now disbanded.</p> <p>I would be very interested personally to have help from anyone to set this great work back up in my ward.</p>
Llandeilo	<p>Like many rural or part rural wards, there is a lack of services coupled with poor transport links. Historically, the Authority cut the luncheon clubs and there is a very limited service offered by RVS.</p> <p>Llandeilo does have a number of club, societies etc. but unless you are a member or have an interest in the typical topic/subject, you may not interact. Chapels used to be a good meeting point/social gathering but numbers are dwindling.</p> <p>Trap is an active community and holds a lot of events in its old school. There are WI and Merched y Wawr groups in Llandeilo & WI in Trap. Llandeilo is forming a dementia friendly group and one of our objectives will be meeting places for carers.</p>
Llandovery	<p>At present in Llandovery Hospital we have Volunteers who attend Ward area and chat to Patients, read books/newspapers, we encourage patients to take part in board games, we have a small Library Trolley with a variety of Large Print Books.</p> <p>The visiting times at Llandovery Hospital were increased last October to help combat loneliness, families & friends can now visit from 2.30pm to 8.30pm.</p> <p>Also Friendship club, monthly meeting and twice weekly luncheon club in Dolau Bran.</p>
Llanfihangel	<p>As far as I know, there are no specific meetings taking place in my ward</p>

Aberbythych	to deal with loneliness.
Llangadog	<p>I am working closely with The Brecon Beacons National Park Authority as a member of the Park on behalf of Carmarthenshire County Council.</p> <p>Llandovery Male Voice Choir will sing in various locations within the Park to help promote the Welsh Language and Culture. The Well Being point of including men who live in rural areas to have a sense of belonging and being part of a community is very important and essential in preventing loneliness.</p> <p>Men who farm on the mountains like Llanddeusant, Myddfai and Gwynfe in the Llangadog Ward, rely on their weekly choir practise as a sociable event. Mindful of isolation, loneliness and depression in men, we want to raise the profile of how important this group of older men are and how we need to recruit men to keep the choir going.</p>
Llangennech	<p>The Bryn Hall committee, The Senior Citizens, and Bryn W.I. have events to reduce loneliness</p> <p>In Llangennech, lunch for the elderly is arranged by Crossroads every Wednesday and the Community Council pays the cost of the taxi to collect the people attending. There is space for 20 and they meet in the Community Centre.</p> <p>The "Knit and Natter" group meet every Monday morning with about 25 women coming together weekly to knit and make cards. There are successful karate classes and short mat bowling sessions held in the Community Centre on several nights each week. Also history lectures and folk dancing classes are held weekly and there is a strong Merched y Wawr movement in the village.</p>
Llannon	A Community Council dinner club in Tumble Hall and an "Opportunity" forum.
Llansteffan	See P13 for full details of the Llansteffan "Hwb".
Llanybydder	<p>Llanybydder are at present setting up a Men's Shed at the redundant family centre porta cabins, it is at a very early stage, but lots have shown an interest</p> <p>I have also met with a representative from Men's Sheds Wales, unfortunately they only provide support, but no funding.</p>
Llwynhendy	<p>We as a group have applied for a number of grants to help tackle loneliness within the Llwynhendy Area.</p> <p>We were successful in receiving a grant and are now able to take residents out on monthly trips. Our first trip was to the Ashburnham Hotel for a Lunch, which we all thoroughly enjoyed.</p> <p>Our next planned trip is in April to the Gower Heritage Centre.</p>

We have also secured the use of a bus for our area, transport is a major issue for most residents therefore, we can now pre book the bus and take residents out.

We set up a knit and natter group in the Llwynhendy Library, they meet every Monday between 2pm-4pm. Last July the knit and natter were involved with the children in the local schools developing "Under the Sea Project". It was lovely to see the elderly and young coming together. They are currently working on another project for this year.

We are in the process of setting up a bingo night, at the Bryn and Trallwm Centre.

We are working with the ICC, providing breakfast which the Llwynhendy/ Pemberton Forum pay for, to encourage parents and children to participate together in activities.

I am also in the process of looking at developing a community hall within Llwynhendy, within this Centre we will be developing a number of groups to encourage wellbeing and isolation within our community.

Newcastle Emlyn

Friendship Club meets every Thursday afternoon at Church Hall, Church Lane and every Saturday Churches from the Emlyn Deanery hold a Community Coffee morning from 10.30 to 12.

Whitland

Currently the Taf QT club for those with dementia and their carers. The Co-op did something briefly which was a weekly coffee and cake in the Memorial Hall but that has now ceased. The men go to the pub and occasionally the women.

The problem is the really lonely do not engage. Jake Morgan mentioned the Vinkler Initiative in Spain. I believe this may mean clamshell in the Catalan language. This does explain the lonely issue quite well but translation may not be accurate. I believe there is an initiative where CCC ring up people or contact them on occasions.

7.0 Appendix B – Task & Finish Group Meetings and Attendance

Meeting	Councillors Present	Officers Present
Thursday, 21st June, 2018 10:00 a.m. Democratic Services Committee Room, County Hall, Carmarthen	Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd Cllr. Louvain Roberts Cllr. Emlyn Schiavone Cllr. Dorian Williams	Julia Wilkinson Michelle Evans Thomas
Wednesday, 13th September, 2018 9:30 a.m. Meeting Room 11, Y.M.C.A. Building, 1 The Kingsway, Swansea	Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd Cllr. Dorian Williams	Ann-Marie Rogan Charlotte Davies Julia Wilkinson Michelle Evans Thomas
Wednesday, 17th October, 2018 10:00 a.m. Regeneration Meeting Room, County Hall, Carmarthen	Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd Cllr. Louvain Roberts Cllr. Emlyn Schiavone Cllr. Dorian Williams	Susan Smith Julia Wilkinson Michelle Evans Thomas Emma Bryer
Tuesday, 11 th December, 2018 2:00 p.m. Democratic Services Committee Room, County Hall, Carmarthen	Cllr. Gwyneth Thomas Cllr. Ken Lloyd Cllr. Dorian Williams	Martyn Palfreman Michelle Evans Thomas Emma Bryer
Thursday, 17 th January, 2019 10:00 a.m. Democratic Services Committee Room, County Hall, Carmarthen	Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd Cllr. Louvain Roberts Cllr. Emlyn Schiavone Cllr. Dorian Williams	Susan Smith Michelle Evans Thomas Emma Bryer
Thursday, 14 th February, 2019 2:00 p.m. Ferryside Men's Shed	Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd Cllr. Emlyn Schiavone Cllr. Dorian Williams	Emma Bryer
Monday, 11 th March, 2019 10:00 a.m. Democratic Services Committee Room, County Hall, Carmarthen	Cllr. Gwyneth Thomas Cllr. Ken Lloyd Cllr. Emlyn Schiavone Cllr. Dorian Williams	Julia Wilkinson Emma Bryer
Wednesday 10 th April, 2019 1:00 p.m. Committee Room 1, Spilman Street, Carmarthen	Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd Cllr. Emlyn Schiavone Cllr. Dorian Williams	Julia Wilkinson Emma Bryer
Wednesday 22 nd May, 2019 10:00 a.m. Democratic Services Committee Room, County Hall, Carmarthen	Consultation with EBM: Cllr. J Tremlett Cllr. Gwyneth Thomas Cllr. Ieuan Wyn Davies Cllr. Ken Lloyd	Emma Bryer

Poem used by Carmarthenshire is Kind to show how one small gesture can make a difference.

Smiling is infectious
You catch it like the flu
When someone smiled at me today
I started smiling too

I walked around a corner
And someone saw me grin
When he smiled I realised
I'd passed it on to him

I thought about the smile
And then realised its worth
A single smile like mine
Could travel round the earth

So if you feel a smile begin
Don't leave it undetected
Start an epidemic
And get the world infected

Spike Milligan

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EXECUTIVE BOARD
23RD SEPTEMBER, 2019

SUBJECT :
ORIEL MYRDDIN TRUST

Purpose:

To progress the appointment of Independent Trustees

Recommendations / key decisions required:

To appoint four (4) independent trustees to the Oriel Myrddin Trust (OMT) and to agree that authority for future appointments can be delegated to the Executive Board Member for Culture, Sport & Tourism.

Reasons:

1. The Oriel Myrddin Trust is governed by the Carmarthen School of Art charity scheme dated 11th November 1993. It is a requirement of the scheme that 8 of the 10 trustees appointed under the scheme have to be appointed by the County Council. A quorum of 4 members is also a requirement of the scheme.
2. A report was presented to, and approved by, the Executive Board on 1st July 2019 which explained the necessity to enter into a transition period in order to demerge the Trust from the County Council. In order to facilitate this course of action it is necessary to appoint up to five independent trustees to OMT.
3. There must be at least four independent trustees appointed who are not members of the County Council in order to make up a quorum and take decisions about any matter in which the County Council has an interest.
4. Following a recruitment process and at a meeting of the Trust Board held on 29th April 2019 the trustees having considered applications from three individuals agreed to recommend to the County Council their appointment as independent trustees for OMT. A fourth applicant has since been recommended for appointment by the Chairman of the Trust and this proposal is expected to be ratified at the next scheduled meeting of the Trust on 4th October 2019.
5. OMT expect to recruit to the fifth independent position in the near future.

Relevant scrutiny committee to be consulted : N/A

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Peter Hughes-Griffiths, Culture, Sport & Tourism Portfolio Holder

Directorate Communities	Designations:	Tel Nos.
Name of Head of Service: Ian Jones	Head of Leisure	01267 228309 01267 224693
Report Authors:		E Mail Addresses:
Steve Murphy	Senior Solicitor	IJones@carmarthenshire.gov.uk
Jane Davies	Senior Cultural Services Manager	SPMurphy@carmarthenshire.gov.uk JaneDavies@carmarthenshire.gov.uk

EXECUTIVE SUMMARY
EXECUTIVE BOARD
DATE: 23RD SEPTEMBER, 2019

ORIEL MYRDDIN TRUST
To appoint four (4) independent trustees to the Oriel Myrddin Trust (OMT)

1. Background

Oriel Myrddin (OMT) is a charitable trust governed by a Charity Commission scheme known as the Carmarthen School of Art approved and established on 11 November 1993 and registered as a charity in England and Wales (charity registration number 1031498). The Scheme provides for Carmarthenshire County Council (CCC) to appoint trustees and to be the 'custodian trustee' for the Trust of the existing gallery building (OMG).

The current trust board consists of eight County Councillors and two Town Councillors. The operations of the gallery are undertaken by staff employed by CCC and utilising CCC systems and practice. It has become apparent that the role of CCC as custodian trustee and the wider corporate role should be more clearly maintained to comply with the requirements of charity law and recognised good practice within the sector. The County Council is planning to undertake redevelopment of the gallery with funding from Arts Council of Wales and it is essential that OMT has the ability to take decisions where conflicts of interest are managed appropriately to avoid making decisions which are invalid.

2. Recruitment of independent trustees

At the meeting of the OMT board on 25th January and in consultation with CCC as the key stakeholder the Board agreed to advertise for and then to select and recommend for appointment of five trustees with no relationship to CCC or CTC to ensure compliance with legal and regulatory responsibilities. The Board had considered legal advice which had confirmed that under Clause 16 of the Scheme the quorum required for trustees' meetings is four trustees. Therefore there needed to be a minimum of four trustees who were not councillors of the County Council available to take decisions about matters in which the Council has an interest. Trustees appointed by the County Council or the Town Council need not be members of the appointing body. It was also confirmed that trustees who are also councillors are precluded from taking part in decisions in which the Council which appoints them has an interest, because of their duties as councillors and their conflict of interest.

3. Current Position

At the Board's meeting on 29th April 2019 the trustees were advised that resignations had been received from four county councillors (effective from 31st May 2019) in order to reduce the number of trustees and to facilitate the appointment of the independent trustees in their place. Following a recruitment process expressions of interest had been circulated from Neil Confrey (Solicitor), Louise Morgan (Teacher and freelance arts education consultant) and Sally Moss (Lecturer & Curator) who wished to be considered as independent trustees. It was duly agreed to recommend to the County Council that all three applicants be appointed as independent trustees.

Furthermore on 18th May Nigel Roberts (Banking Consultant) submitted his application which is recommended for appointment by the Chair of the Trust and will be considered at the next available Trust meeting (4th October).

It is also anticipated that the fifth vacancy for an independent trustee will be filled in the near future through a re-run of the recruitment process.

4. Recommendations

In order that OMT can comply with its legal and regulatory duties that Neil Confrey, Louise Morgan, Sally Moss and Nigel Roberts are appointed as Independent Trustees to OMT following ratification of Mr Roberts' application at the next Board meeting on 4th October 2019. Under the conditions of the charitable scheme appointments of any trustees are for a term of four years.

In order to expedite future appointments of independent trustees that authority be delegated to the Executive Board Member for Culture, Sport & Tourism to progress with appointments upon recommendation by the Board of Trustees.

DETAILED REPORT ATTACHED ?	NO
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Ian Jones** Head of Leisure

Policy, Crime & Disorder and Equalities NONE	Legal YES	Finance NONE	ICT NONE	Risk Management Issues NONE	Staffing Implications NONE	Physical Assets NONE
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1. Legal

The appointment of at least four independent trustees is an essential regulatory requirement so that there is a sufficient quorum to make decisions when the other council members of the trust have a conflict of interest and therefore cannot participate in the decision making process

SPM

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Ian Jones** Head of Leisure

1. Scrutiny Committee N/A

2. Local Member(s) Through involvement on the Trust Board

3. Community / Town Council Carmarthen Town Council – through involvement on the Trust Board

4. Relevant Partners Oriel Myrddin Trust – decisions noted in minutes of the Trust

5. Staff Side Representatives and other Organisations N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Minutes of Oriel Myrddin Trust meetings		Oriel Myrddin

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Executive Board 23rd September 2019

CHANGING PLACES FACILITY, LLANELLI

Recommendations / key decisions required:

- 1) To consider the options for provision of a facility or facilities in Llanelli Town Centre and approve funding for the preferred option at Y Ffwrnes Theatre
- 2) To add further guidance on Changing Places Facilities to the recently-approved Local Toilets Strategy to encourage further provision throughout the County

Reasons:

Following a national campaign to encourage the development of a network of specialist toilet facilities across the UK, there has been an increasing number of requests for a facility to be provided in Llanelli

Relevant Scrutiny Committee consulted N/A

Exec Board Decision Required YES (23/9/19)

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDERS:-

Cllr Hazel Evans, Environment / Cllr Jane Tremlett, Social Care & Health

Directorate: Environment

Designations:

Tel Nos: 01267 246244

**Name of Head of Service &
Report Author:**

Head of Property

E Mail Address:

Jonathan Fearn

jfearn@sirgar.gov.uk

EXECUTIVE SUMMARY

Executive Board

23rd September 2019

Changing Places Facility, Llanelli

Introduction

Following a national campaign to encourage the development of a network of specialist toilet facilities across the UK, there has been an increasing requests for a facility to be provided in Llanelli.

The current facilities in Carmarthenshire are set out below:

1. *Carmarthen*: Cartrefi Cymru, Water Street (non-Council provision)
2. *Ammanford*: Tesco (non-Council provision)
3. *Kidwelly*: Parc y Bocs Farm Shop & Café (non-Council provision)
4. *Pembrey*: Pembrey Ski & Activity Centre (Council provision)

What are Changing Places Toilets?

Standard accessible toilets do not meet the needs of all people with a disability. People with profound and multiple learning disabilities, as well people with other physical disabilities such as spinal injuries, muscular dystrophy and multiple sclerosis often need extra equipment and space to allow them to use the toilets safely and comfortably. These needs are met by Changing Places toilets.



Changing Places toilets provide:

- a height adjustable adult-sized changing bench
- a tracking hoist system, or mobile hoist if this is not possible.
- adequate space in the changing area for the disabled person and up to two carers
- a centrally placed toilet with room either side
- a screen or curtain to allow some privacy.

- wide tear off paper roll to cover the bench
- a large waste bin for disposable pads
- a non-slip floor

A typical layout for a Changing Places facility is included in the Appendix

Options for Provision in Llanelli

The Campaign for a Changing Places Toilet in Llanelli is looking at alternative sources of funding, and has indicated that potential locations are all that would be required from the County Council.

Property Division Officers have identified the following potential options, which are in order of preference:

Option	Location	Minimum Estimated Cost	Comments
1	Ffwrnes Theatre	£25,000	Reconfiguration and extension of current ground floor disabled WC. Central location, long opening hours and existing management arrangements in place
2	Former Shopmobility Unit (now used for Health & Social Care Storage), East Gate	£35,000	Conversion of front part of unit with smaller store to rear. Central location and access could be managed remotely by 1 st floor office staff.
3	Vacant shops in the town centre	£30,000	Central location but access controls would be challenging. Potential high rates and possible rental costs not included
4	Vacant Retail Units, East Gate	£60,000 - £80,000,	3 units potentially available on a peppercorn rent but subject to significant conversion costs and high rates payments. Remaining area of unit could be used for associated retail use. Cost variance would depend on the specification for associated retail area

5	Coleshill Centre for Economic Inclusion	£10,000	Conversion of current disabled facility, which is of sufficient size. Least expensive option and adaptations are relatively easy to implement. Location remote from town centre, with access controls limited to Centre opening hours.
6	Former WC facility located between Llanelli Town Hall and Ty Elwyn	£70,000	Location is remote from town centre, particularly given the cost of adaptation. Access controls may prove challenging.
7	Llanelli Market WC facility	£100,000	Central location with scope for access control, but the most expensive option for construction as new build would be required
8	Derelict former school building within Coleshill Car Park	N/A	Not considered a viable option.

Recommendations

- 1) While the potential to enhance the existing facility at Coleshill is the most cost-effective option, The Campaign for a Changing Places Toilet in Llanelli considers that any facility at Coleshill should be seen as an additional facility, and not as an alternative to the town centre because of distance and restricted opening hours.

The reconfiguration of facilities in Y Ffwrnes Theatre is, therefore, considered to be the best option. The Theatre is open throughout the day, weekends and evenings and the management of the facility could be easily absorbed into current Theatre management arrangements. A sketch of the existing and proposed layouts is included in the Appendix

- 2) To add further guidance on Changing Places Facilities to the recently-approved Local Toilets Strategy to encourage further provision throughout the County

DETAILED REPORT ATTACHED?

YES

- 1) Typical Facility Layout Plan
- 2) sketch of proposed modification of Ffwrnes Theatre WCs

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Jonathan Fearn, Head of Property**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	NONE	YES	YES

1. Policy, Crime & Disorder and Equalities

The County Council's Local Toilet Strategy identifies current provision, but does not commit the Council to provide any additional facilities.

Ensuring the provision of an appropriate range of toilet facilities across the County would meet the Council's equalities and social inclusion aims and contribute to the objectives of the Wellbeing of Future Generations Act.

2. Legal

There is no statutory obligation to provide Changing Places facilities, although the Disability Discrimination Act requires the provision of reasonable adjustments in the provision of services to ensure that disabled people are not discriminated against.

Provision of Changing Places facilities would potentially be considered reasonable in locations where disabled people are likely to spend significant time in a particular location.

3. Finance

There is currently no Council budget provision for the funding of additional toilet facilities in the County, nor is there funding to provide Changing Places facilities. The £25,000 capital cost will need to be considered alongside other priorities, as part of the Council's next 5-year capital programme, with the revenue and maintenance cost being covered from the Communities Department existing budget and the corporate maintenance budget.

Approval through the revised Capital Programme 2020/21 will be required before works commence.

4. Physical Assets

The Report identifies potential Council and third party property that could be used to accommodate the Facility.

5. Staffing Implications

If a facility is to be created in a Council building, or is to be managed by the Council, then additional staff resources may be required to manage, clean and maintain the facility.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Jonathan Fearn, Head of Property

1. Scrutiny Committee n/a

2. Local Member(s) n/a

3. Community / Town Council n/a

4. Relevant Partners

Discussions have been held with the Campaign for a Changing Places Toilet in Llanelli

5. Staff Side Representatives and other Organisations n/a

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

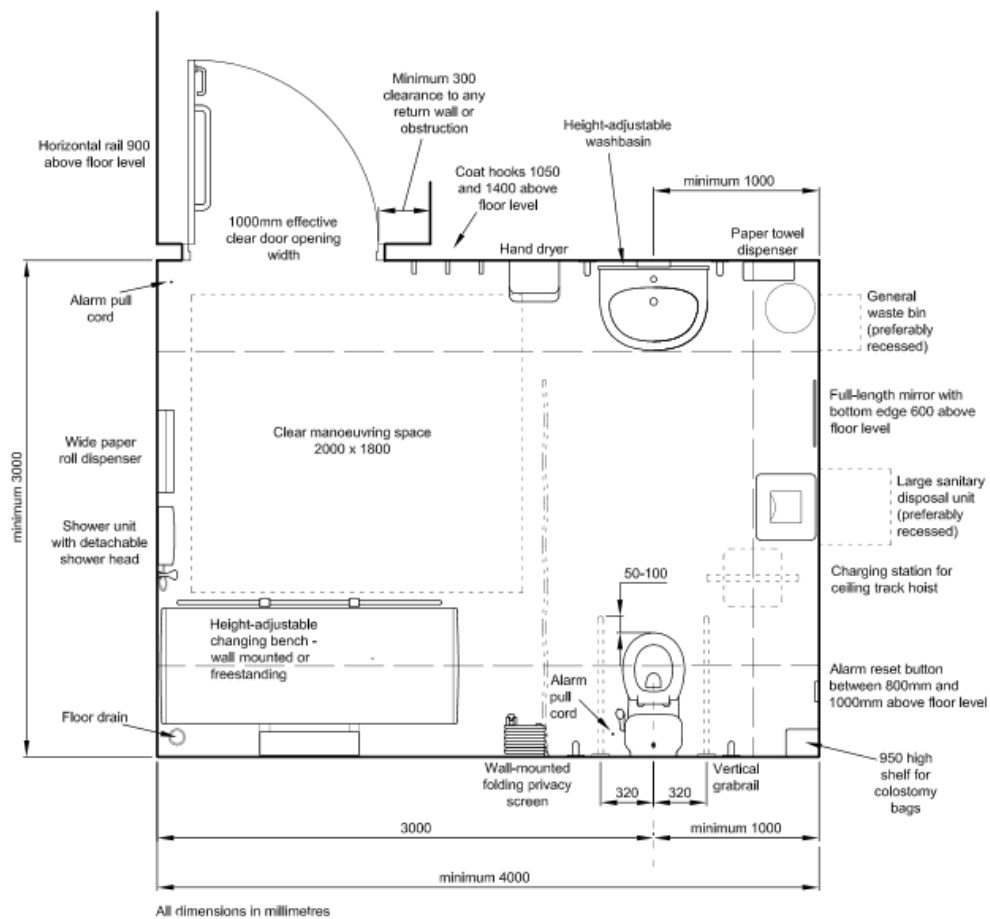
THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Changing Places Website		http://changingplaces.uktoiletmap.org/
Carmarthenshire County Council Toilet Strategy		https://www.carmarthenshire.gov.wales/home/council-services/travel-roads-parking/toilets/#.XVqIEsKotPA
Executive Board Local Toilet Strategy Report		http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&MId=2342&Ver=4 Item 19

Appendices to Changing Places Toilet Facility, Llanelli Report

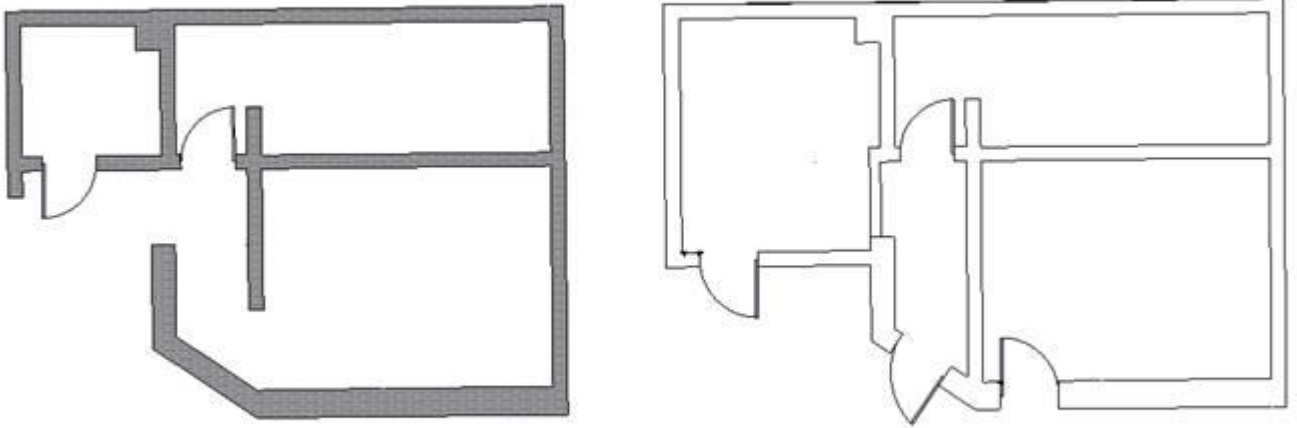
Example design: BS 8300 Changing Places facility

- corner door position
- layout as BS 8300:2009
- layout also suitable for freestanding changing bench
- full room cover ceiling track hoist



Sketch of proposals for Y Ffwrnes

Existing and Proposed layouts:



Works Required:

- Minor construction works to walls – demolish and rebuild to convert disabled WC into Changing Places Facility
- Form opening and new corridor for new entrances to ladies and gents
- Move hand dryers in male toilets
- Supply new flooring to changing places room
- Supply new DDA WC suit and level access shower
- Lighting
- Supply and fit ceiling hoist
- Supply and fit Fold down height adjustable changing table.
- Full decoration

EXECUTIVE BOARD 23RD September 2019

MODEL DISCIPLINARY POLICY & PROCEDURE FOR SCHOOLS

Recommendations / key decisions required:

To endorse the adoption of the Council's updated Model Disciplinary Policy & Procedure for Schools

Reasons:

The purpose of this Model Policy & Procedure is to help and encourage all employees to achieve and maintain acceptable standards of conduct and to make clear to all concerned the procedure to be followed by the School and Governing Body to address concerns about an individual's behaviour or conduct.

Relevant scrutiny committee to be consulted NO

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER: Cllr. Mair Stephens

Directorate: Chief Executive's / People Management

Name of Head of Service:

Paul R. Thomas

Report Author:

Julie Stuart

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EXECUTIVE SUMMARY
EXECUTIVE BOARD
23RD SEPTEMBER 2019

MODEL DISCIPLINARY POLICY & PROCEDURE FOR SCHOOLS

1. BRIEF SUMMARY OF PURPOSE OF REPORT

This Model Disciplinary Policy & Procedure has been developed to help and encourage all employees to achieve and maintain acceptable standards of conduct and to make clear to all concerned the procedure to be followed by the School and Governing Body to address concerns about an individual's behaviour or conduct.

This procedure is intended to help and encourage all employees to achieve and maintain acceptable standards of conduct and to make clear to all concerned the procedure to be followed by this School and Governing Body to address concerns about an individual's behaviour or conduct and any subsequent disciplinary action that may be taken.

This policy and procedure has been developed in line with ACAS Code of Practice 1 - Disciplinary & Grievance Procedures which came into force on 11th March 2015; and Welsh Government Guidance Circular No. 002/2013 : Disciplinary and Dismissal Procedures for School Staff - Revised Guidance for Governing Bodies.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: 

Assistant Chief Executive (People Management)

Policy, Crime & Disorder and Equalities YES	Legal YES	Finance NONE	ICT NONE	Risk Management Issues NONE	Staffing Implications YES	Physical Assets NONE
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1. Policy, Crime & Disorder and Equalities

The recommendations support the Council's Strategic Aim 'Building a Better Council' and 'Making Better Use of Resources'

2. Legal

This Model Disciplinary Policy & Procedure for Schools has been developed in line with ACAS Code of Practice 1 - Disciplinary & Grievance Procedures which came into force on 11th March 2015; and Welsh Government Guidance Circular No. 002/2013 : Disciplinary and Dismissal Procedures for School Staff - Revised Guidance for Governing Bodies.

6. Staffing Implications

The HR Team will provide advice and guidance to schools on the application of the Model Grievance Policy & Procedure for Schools.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: 

Assistant Chief Executive (People Management)

- 1. **Scrutiny Committee** None
- 2. **Local Member(s)** None
- 3. **Community / Town Council** None
- 4. **Relevant Partners** None
- 5. **Staff Side Representatives and other Organisations** HR / TU Forum (New Schools HR Policies) - 4th June 2019

Section 100D Local Government Act, 1972 - Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
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Model Disciplinary Policy & Procedure for Schools		Attached
Welsh Government Guidance Circular No. 002/2013 : Disciplinary and Dismissal Procedures for School Staff - Revised Guidance for Governing Bodies.		https://gov.wales/sites/default/files/publications/2018-03/disciplinary-and-dismissal-procedures-for-school-staff-revised-guidance-for-governing-bodies.pdf
ACAS Code of Practice 1 - Disciplinary & Grievance Procedures		http://www.acas.org.uk/media/pdf/p/f/11287_CoP1_Disciplinary_Procedures_v1_Accessible.pdf

Model Staff Disciplinary Policy & Procedure for Schools

This disciplinary procedure is intended to help and encourage all employees to achieve and maintain acceptable standards of conduct and to make clear to all concerned the procedure to be followed by this School and Governing Body to address concerns about an individual's behaviour or conduct.

Updated : September 2018

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This Model Policy & Procedure presupposes that a delegation is in place allowing the Headteacher to deal with accusations constituting lesser misconduct. Where this is not the case, please follow the procedure for Gross Misconduct.

1. INTRODUCTION

This disciplinary procedure is intended to help and encourage all employees to achieve and maintain acceptable standards of conduct and to make clear to all concerned the procedure to be followed by this School and Governing Body to address concerns about an individual's behaviour or conduct and any subsequent disciplinary action that may be taken.

The aim of the procedure is to ensure consistent and fair treatment for all members of staff within the school.

The rules relating to employee conduct, behaviour and attendance are summarised in the employment contract, Employee Code of Conduct, Codes of Practice and Professional Standards relating to specific occupations, Employee Guide, this Procedure and associated documentation.

This Procedure reflects the guidance set out in the ACAS Code of Practice 1 on Disciplinary and Grievance Procedures (March 2015).

Where required throughout this procedure, the Chair of Governors will take appropriate action unless they are compromised, in which case the Vice Chair of Governors will take over the role and actions normally carried out by the Chair. If the Vice Chair is also compromised the Governing Body will have to select another Governor who is not compromised and minute the decision.

2. SCOPE

This policy and procedure will apply to staff working in the school, except those who are directly employed by the Local Authority and those working in the school via an employment agency, where a referral should be made to the Local Authority or the Agency as appropriate.

3. MATTERS OUTSIDE THE SCOPE OF THIS PROCEDURE

The following matters are outside the scope of this disciplinary procedure:

- Where employment is terminated:
 - By reason of redundancy;
 - By an employee reaching the end of a temporary or fixed-term contract;

- Where any deficiencies in performance on the part of the staff member arise from a lack of aptitude or skill (in such cases the Capability Procedure will be used);
- It does not deal with sickness absence, other than unauthorised absence and abuse of the Sickness Absence Scheme (in such cases the Sickness Absence Policy should be followed).
- It does not deal with issues of behaviour until the Dignity & Respect in the Workplace Guidance has been concluded.
- Staff grievances and grievances lodged as a result of disciplinary action. If, however, action under the staff grievance procedure results in the need for disciplinary action then this disciplinary procedure will apply;
- Matters which ought to be dealt with through the Governing Body's general complaints procedure and which do not raise staff disciplinary issues for individual members of school staff;

4. GENERAL PRINCIPLES

This procedure is a way of helping and encouraging improvement in members of staff whose conduct is unsatisfactory and is not to be viewed as simply a means of imposing sanctions or punishment.

In all cases, the School and Governing Body will ensure that disciplinary cases are dealt with in an unbiased, open and fair way.

The principles in summary are as follows:

- Where appropriate, every effort will be made to address concerns about behaviour or conduct without recourse to formal procedures.
- No disciplinary action will be taken against a member of staff until the case has been fully investigated by a person who has no connection with the case in question.
- An Investigating Officer will be impartial and competent. Reasonable objections to an Investigating Officer relating to their ability to act impartially, or their competence for the role, will mean that the Investigating Officer may be changed.
- Where it is decided to deal with a disciplinary matter through lesser misconduct procedures, the member of staff will be informed of the allegation against them and will be given the opportunity to defend the allegation at the disciplinary hearing. This hearing may be before the Headteacher (or the Chair of Governors for allegations against the Headteacher, or where the Headteacher is involved in the investigation in another capacity) or the SD&D Sub Committee.

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- A member of staff will not be dismissed for a first breach of discipline in cases of lesser misconduct. However, should lesser misconduct be repeated it may result in the member of staff being disciplined for gross misconduct.
- Where it is decided to proceed to a hearing, the member of staff will be informed of the allegation, date, time and place of any hearing, the purpose of the hearing and the stage reached in the disciplinary procedure.
- The member of staff will be provided with the membership of the Staff Dismissal and Disciplinary (SD&D) Sub Committee prior to a hearing and advised of their right of objection to any committee member on the basis of evidence that calls into question their ability to act impartially in the circumstances of the case.
- The member of staff will be provided, prior to the hearing, with the name of the Presenting Officer, the names of persons who will be present at the hearing and in what capacity, full details of the allegation, the evidence to be presented with supporting documentation, the names of any witness to be called and copies of written statements.
- The member of staff will have the right to be accompanied by a companion. A companion may be a work representative / official of their trade union or a work colleague during the investigation, the disciplinary hearing and the appeal hearing.
- A member of staff will have the right to appeal against any disciplinary sanction imposed by the Headteacher or Chair of Governors (in respect of lesser misconduct matters), or the SD&D Sub Committee (in respect of gross misconduct matters).
- Dismissal for gross misconduct will take place immediately following the decision of the SD&D Sub Committee or SD&D Appeals Sub Committee (if applicable). Dismissal under these circumstances will be without notice or payment in lieu of notice.
- Investigations and hearings will be conducted (all or part) in English or Welsh, or with access to translation facilities, at the request of the member of staff.

5. INFORMAL DISCUSSION WITH THE HEADTEACHER – OUTSIDE OF THE DISCIPLINARY PROCESS

It is encouraged, where appropriate, for a member of staff's actions to be discussed with them as part of normal supervisory arrangements and without recourse to the formal procedures. In these circumstances, the member of staff will be given guidance and support from their line manager. This could take the form of advice, counselling, training instruction, coaching or other managerial strategies as appropriate. Such activity may be delegated to a member of the senior management team. In respect of the Headteacher however, this would be carried out by the Chair of Governors with advice and support from the HR Advisor or Challenge Advisor.

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The aim of this action is to ensure that problems are discussed so as to encourage and help the member of staff to improve and understand:

- What they need to do in relation to their conduct;
- How future conduct will be monitored and reviewed;
- The period of time over which conduct will be monitored; and
- That formal action might be taken if the conduct in question recurs.

Where the discussions and support structures which have been put in place to help the member of staff do not lead to the necessary improvement or the relevant changes in conduct, within the agreed timescale, the member of staff will normally be advised in writing of further action to be taken, which may be formal.

6. FORMAL PROCEDURES FOR LESSER MISCONDUCT

Responsibility for disciplinary matters where the allegation could constitute lesser misconduct is usually delegated by the Governing Body to the Headteacher.

In most circumstances, a hearing for lesser misconduct will take place with the Headteacher (or the Chair of Governors). However, there may be occasions where the matter will be referred to the SD&D Sub Committee.

If an allegation, which could constitute lesser misconduct, is made against the Headteacher, the Chair of Governors will be responsible for disciplinary action.

Lesser misconduct might include:

- Specified conduct which is incompatible with the ethos and precepts of the school as set out in the school's prospectus, website, school staff terms and conditions of employment etc.;
- Poor timekeeping and / or unauthorised absence e.g. absence from the workplace during school sessions without permission or in line with the school's policy;
- Refusal to carry out a reasonable instruction;
- Causing damage to property / equipment through negligence / not having due regard to school property;
- Causing unintentional superficial injury to a member of staff / pupil;
- Using inappropriate language;
- Petty theft e.g. making unauthorised private telephone calls or sending personal mail at the school's expense;
- Breach of dignity at work policies; or
- Unauthorised use of mobile phones / text messaging / social networking sites during lesson time.

7. INVESTIGATION

As soon as the alleged breach of discipline has been brought to the attention of the Headteacher (or the Chair of Governors) a full investigation must be carried out

(unless the allegation involves issues of child protection - Please refer to Point 18 below).

It is not possible to be prescriptive about the time taken to undertake an internal investigation. However, investigations should aim to be completed within 28 calendar days wherever possible but this is dependent on the complexity of the case. If this is not possible the Investigating Officer will inform all parties of the delays, the reason for the delay and the likely date of completion of the investigation.

The member of staff who is the subject of the alleged breach of discipline, and all witnesses, will be interviewed and requested to provide a signed statement. Notes will be taken at all investigation meetings and a copy given to the party involved. No undertaking of confidentiality will be given to witnesses; however, the overall confidentiality of the disciplinary process will be respected.

The member of staff will be given the opportunity to respond to the allegation and will have the right to be accompanied by a companion at an investigation interview meeting. A companion may be a representative / official of their trade union or a work colleague.

Once the investigation has been concluded, the Investigating Officer will present the findings to the Headteacher (or the Chair of Governors) in a written report. This will be done as soon as practicable after the conclusion of the investigation. The investigation report will be based on matters of fact and not opinions; references to, or expressions of views on, the personalities of individuals will not form part of the report.

The Headteacher (or Chair of Governors) may conclude that:

- No further action will be taken;
- Matters can be dealt with by informal discussion (refer to Point 5 above);
- There appears to be sufficient evidence for a hearing before the Headteacher / Chair of Governors or SD&D Sub Committee, and the possible outcome may be sanctions short of dismissal; or
- There appears to be sufficient evidence that the allegation constitutes gross misconduct to trigger a formal disciplinary hearing before the SD&D Sub Committee.

8. HEARING BEFORE THE HEADTEACHER OR CHAIR OF GOVERNORS (OR SD&D SUB COMMITTEE)

Conduct that is considered to fall within the scope of lesser misconduct has been delegated to the Headteacher to deal with. The Chair of Governors will deal with lesser misconduct allegations against the Headteacher. A hearing will take place with the Headteacher (or the Chair of Governors) supported by advice from the HR Advisor.

The member of staff will be sent a copy of these procedures and will be informed in writing of the following information:

- The nature of the alleged misconduct;
- The stage reached in the procedure;
- The date, time and place for the hearing;
- The possible outcome of the hearing; and

- Their right to:
 - Submit documentation which will be circulated to all parties in advance of the hearing;
 - Ask questions relating to any documentation so produced;
 - State their case in person and / or through a representative;
 - Produce witnesses; and
 - Be accompanied by a companion. A companion may be a representative / official of their trade union or a work colleague.

There are four possible outcomes following such a hearing:

- There is no evidence to support the allegations and the matter is closed;
- Informal Action;
- First Written Warning;
- Final Written Warning; or

If, during the lesser misconduct hearing, evidence presented indicates that the behaviour constitutes gross misconduct, the hearing will be adjourned and the member of staff will be informed immediately of the decision to refer the matter to the SD&D Sub Committee for their consideration.

Lesser misconduct can be dealt with in the first instance by informal action. However, there will be occasions when it will be appropriate to give a member of staff a written warning. The sanction used will depend on the circumstances of the member of staff's behaviour.

Further advice on each of these sanctions is set out below. The sanctions a member of staff could receive will be in line with the nature and severity of the allegation. However, there may be occasions where a member of staff has had repeated lesser misconduct allegations against them and has not altered or improved their behaviour. This may result in a more severe sanction being given, e.g. a final written warning. However, the lesser misconduct behaviour may be serious enough to warrant a final written warning.

9. INFORMAL ACTION

As a result of the hearing, the Headteacher (or the Chair of Governors), with support from the HR Advisor or Challenge Advisor, may deal with matters by giving advice, counselling, training instruction, coaching or other managerial strategies as appropriate. Such activities may be delegated to a member of the leadership team. In respect of the Headteacher, however, this will be carried out by the Chair of Governors with advice and support from the HR Advisor or Challenge Advisor. For further information please refer to Point 5 above.

10. WARNINGS

Written warnings will be retained on the employee's personal file and, in most cases, will be disregarded for disciplinary purposes as follows:

- First Written Warning - After 12 Months
- Final Written Warning - After 18 Months

However, there may be occasions when the employee's conduct is satisfactory throughout the period of warning only to lapse soon thereafter.

11. FIRST WRITTEN WARNING

If at the conclusion of the hearing, it is decided to issue a First Written Warning, the Headteacher (or the Chair of Governors), will issue the First Written Warning to the member of staff in the presence of the employee's chosen companion. In situations where the decision cannot be made on the same day, confirmation of the outcome will be made in writing within 5 school days. Where this is not practical, the time limit can be extended by mutual agreement.

The letter will contain the following information:

- The nature of the misconduct;
- The stage reached in the procedure;
- What is expected in the future; and
- The right to appeal, the time limit within which the appeal should be made (10 school days) and how the appeal should be made.

12. FINAL WRITTEN WARNING

A Final Written Warning may be issued where lesser misconduct recurs despite attempts by senior managers to support the member of staff and improve their behaviour or conduct. A Final Written Warning may also be issued where a single instance of proven misconduct is considered to be of a serious nature.

Final Written Warnings may be given following a hearing before the Headteacher / Chair of Governors or SD&D Sub Committee. The decision will be confirmed in writing, within 5 school days, and will contain the following information:

- The nature of the misconduct;
- The stage reached in the procedure;
- What is expected for the future;
- That the next stage could be dismissal; and
- The right to appeal, the time limit within which the appeal should be made (10 school days) and how the appeal should be made.

Where this is not practical for decision to be confirmed in writing within 5 school days, the time limit can be extended by mutual agreement.

A record of the warning will be placed on the member of staff's personnel file.

13. APPEALS AGAINST FORMAL WARNINGS

There is a right of appeal against any disciplinary sanction (refer to paragraph 25 of this procedure for information on appeals).

14. REFERRAL FOR CONSIDERATION UNDER PROCEDURES FOR GROSS MISCONDUCT

There may be occasions where, at the end of an investigation into lesser misconduct matters, the evidence in the investigation report indicates that the behaviour constitutes gross misconduct. If the Headteacher (or the Chair of Governors), with support from the LA or Diocesan Officer or another agreed appropriate person, concludes that this is the case, a referral for formal disciplinary action for gross misconduct may be justified. In these circumstances the member of staff will be informed immediately of the decision made and that the matter is being referred to the SD&D Sub Committee for their consideration.

15. GROSS MISCONDUCT (WHERE THE ALLEGATION DOES NOT RELATE TO CHILD PROTECTION ISSUES)

The term gross misconduct is used to mean an act, or omission, or a series of actions or omissions by a member of staff, that fundamentally repudiates the contract of employment. All gross misconduct allegations will be subject to a formal disciplinary hearing before the SD&D Sub Committee. The SD&D Sub Committee and SD&D Appeals Sub Committee must have at least the same number of governors. No governor will be a member of both Sub Committees and both Sub Committees will also have separate HR Advisors.

Where alleged misconduct is to be considered, responsibility for the arrangements to set up a disciplinary investigation rests with the Chair of Governors through the Clerk to the Governing Body.

Gross misconduct allegations are usually sent to the Headteacher or Chair of Governors). On receipt of an allegation the Headteacher (or Chair of Governors) will make an initial assessment of the situation (but not investigate) to determine the nature and circumstances of the allegation i.e. witnesses, when it occurred etc. If the conclusion is that the allegation may be true the member of staff and their trade union representative will be informed of the allegation immediately and that the formal disciplinary process is being engaged.

The Headteacher (or Chair of Governors) will arrange for the allegation to be thoroughly and fairly investigated. At this point the member of staff may be suspended by the Headteacher or Chair of Governors, on full pay and in line with the Suspension Protocol for Schools. Both the Headteacher and Chair of Governors can suspend staff but only the Governing Body can end a suspension unless the

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Governing Body has delegated this function to the Chair of Governors / the Chair of the SD&D Sub Committee and the decision has been minuted. Suspensions will be reviewed at intervals set out in this Disciplinary Procedure and the outcome will be reported to the member of staff and the Governing Body.

However, if after making the initial assessment of the allegation the conclusion of the Headteacher (or Chair of Governors) is that beyond any doubt it is impossible for the allegation to be true, the Headteacher (or Chair of Governors) may take no further action. The member of staff and their companion will be informed immediately of this decision.

Gross misconduct might include:

- Specified conduct which is incompatible with the ethos and precepts of the school as set out in the school's prospectus, website, school staff terms and conditions of employment etc.;
- Fraudulent acts or theft of property belonging to the LA, the school, fellow members of staff or pupils;
- Deliberate and serious damage to property belonging to the LA, the school, fellow members of staff or pupils;
- Violent behaviour including physical assault;
- Continuous bullying;
- Harassment or unlawful discrimination on any grounds;
- Physical, sexual or emotional abuse of pupils;
- Sexual misconduct at work;
- Physical violence;
- Gross negligence;
- Causing loss, damage or injury through serious negligence;
- Serious incapacity at work brought on by alcohol or other illegal substances on school premises;
- Serious insubordination;
- Deliberately accessing offensive or obscene material via internet sites, social networking sites or by messaging;
- Inappropriate texting;
- Theft or fraud in and out of the workplace;
- Dishonesty e.g. tampering with examination papers, revealing examination papers prior to examinations or altering examination results;
- Serious violation of the LA or the school's health and safety rules and standards;
- Criminal misconduct outside the workplace which reflects adversely upon the school or the member of staff's suitability to continue to be employed at the school;
- Knowingly providing false information on any matter relating to the member of staff's employment;
- Disclosure of confidential personal information;
- Serious breaches of health and safety;
- Humiliation of staff, victimisation of colleagues, parents / carers or pupils.

16. THE INVESTIGATION

As a possible outcome for gross misconduct hearings is dismissal, it is important that investigations into gross misconduct allegations are unbiased and thorough. Consequently, all investigations will be carried out by an appropriate person who has no connection or involvement with the case and has the relevant skills. The Chair of Governors is responsible for controlling and managing all aspects of the disciplinary process including the engagement of an appropriate investigator. The member of staff has the right to object to an Investigator on the basis of evidence that calls into question their ability to act impartially, in the circumstances of the case.

Prior to the investigation, the member of staff will be informed in writing of their rights under the School's Disciplinary Procedure, including the right to be accompanied by a companion at all meetings held in connection with the disciplinary matter. A companion may be a representative / official of their trade union or a work colleague.

Notes will be taken of the meeting. No undertaking of confidentiality can be given to witnesses, however, the overall confidentiality of the disciplinary process will be respected.

Further information and useful templates can be found in the Investigation Policy & Procedure for Schools.

17. THE INVESTIGATION REPORT

The report, once completed, will be given to the Headteacher and the Chair of Governors (or Chair of Governors and another Governor) who will consider the findings and decide whether, based on the findings of the report:

- there is no evidence to support the allegations and the matter is closed;
- the conduct does not amount to gross misconduct but may amount to lesser misconduct which can be dealt with by the appropriate person; or
- based on evidence, the conduct may amount to gross misconduct and is required to be referred to a Staff Disciplinary and Dismissal Sub Committee.

This discussion and decision will be minuted by the Clerk to the Governing Body. The member of staff will be advised of the outcome of the investigation as soon as possible in writing by the Clerk to the SD&D Sub Committee.

If agreement cannot be reached between the Headteacher and the Chair of Governors (or Chair of Governors and another Governor) on the way forward, it is recommended that the matter should be referred to a disciplinary hearing in front of the SD&D Sub Committee.

A copy of the investigation report, including all interview notes, will automatically be provided to the member of staff against whom the allegation has been made, as soon as possible but no less than 10 school days prior to the hearing, if the case is to proceed as outlined above.

18. ALLEGATIONS THAT INVOLVE ISSUES OF CHILD PROTECTION – RECEIPT OF AN ALLEGATION

Allegations involving issues of child protection will be brought immediately to the attention of the Headteacher (or Chair of Governors if the allegation is in respect of the Headteacher) and the designated Child Protection Officer in the School.

The Headteacher (or Chair of Governors if the allegation is in respect of the Headteacher) will make an initial assessment (but not investigate) to determine the nature and circumstances of the allegation, i.e. witnesses, when it occurred etc. The matter will be discussed with the Chair of Governors, Headteacher and the Lead Child Protection Officer in the Local Authority, to determine whether a referral to the Central Referral Team is required. If the allegation is about the Headteacher, the Chair of Governors will have the same discussion but without the Headteacher being present. If the conclusion of all parties is that it is impossible for the allegation to be true the Headteacher or Chair of Governors may not take any further action against the member of staff and no referral to the Central Referral Team is required. If there is any doubt, and agreement between these parties cannot be reached, the matter will be referred to the Central Referral Team.

If, however, the initial assessment by the Headteacher (or Chair of Governors if the allegation is in respect of the Headteacher), in discussion with the Lead Child Protection Officer in the Local Authority, indicates that an allegation might be true, there will be an immediate referral to the Central Referral Team, in accordance with local child protection procedures.

The member of staff will not be informed in advance that a referral is being made to the Central Referral Team in accordance with the All Wales Child Protection Procedure.

At this point, the Headteacher (or Chair of Governors if the allegation is in respect of the Headteacher) may suspend the member of staff, on full pay, in line with the Suspension Protocol for Schools.

After the Statutory Authorities have completed their consideration of the allegation, it will be referred back to the Governing Body to complete the Staff Disciplinary Process. This will happen even if the Statutory Authorities take the decision not to pursue a criminal investigation.

The Headteacher and Chair of Governors (or Chair of Governors and another Governor if the allegation is in respect of the Headteacher), with advice from the School's Designated Child Protection Officer and the Local Authority Lead Child Protection Officer as appropriate, will discuss:

- Whether the allegation is of a child protection nature and the behaviour constitutes gross misconduct which requires it to be independently investigated prior to any disciplinary hearing;
- Whether there is evidence of misconduct which should be treated as lesser misconduct; or
- Whether no further action is required.

If there is any doubt at all, or agreement cannot be reached as to whether the matter is a child protection issue, the allegation should be independently investigated.

19. INDEPENDENT INVESTIGATION

The requirement in Education Law is that the Governing Body must refer Child Protection allegations for independent investigation.

A referral for independent investigation should be made in the following circumstances:

- Where the pupil has suffered or is likely to suffer significant harm;
- Where the pupil has not suffered or is not likely to suffer significant harm **but** the allegation relates to inappropriate behaviour or poor safeguarding practice which may constitute gross misconduct;
- Where a child protection case has gone to court and a criminal conviction has been secured;
- Where a child protection case has gone to court but no criminal conviction has been secured;
- Where a child protection case has been referred to the CPS, but has not resulted in prosecution; or
- Where the Police and Social Services have concluded that there is insufficient evidence to take the issue forward through the criminal justice system.

A restriction is imposed (Regulation 7(4)²⁵) on who can be appointed by the Governing Body as an Independent Investigator. The Independent Investigator cannot be:

- A governor of the school in question;
- A parent / carer of a current or former pupil of the school in question;
- A current or former member of staff at the school in question; or
- A person currently employed by the LA that maintains the school.

In order to make the process easier this task has been delegated to the Chair of Governors and the Governing Body's decision to this effect has been minuted. This must be done prior to the hearing of any disciplinary proceedings. The Independent Investigator's contact in relation to the running of the investigation will be with the Governing Body e.g. the Chair of Governors, and not the Local Authority or the Headteacher. The purpose of an independent investigation is to enable the Governing Body to comply with the law and to provide members of the SD&D Sub Committee with a thorough and unbiased investigation report, produced by persons with appropriate skills and training, to enable them to reach fair and unbiased decisions.

The Independent Investigator will not commence the investigation until after the Statutory Authorities have completed their investigation, unless express permission is given to commence sooner.

The Independent Investigator will set the parameters / terms of reference for the investigation and interview all witnesses in order to ensure a completely impartial and unbiased investigation is carried out. The report will not contain any conclusions or recommendations as these are matters for the SD&D Sub Committee to determine.

20. INDEPENDENT INVESTIGATION REPORT

The report, once completed, will be given to the Headteacher and Chair of Governors (or Chair of Governors and another Governor if the allegation is in respect of the Headteacher). They will consider these findings and decide whether, based on the findings of the report:

- There is evidence to support a decision that the child protection allegations are well-founded, that they may constitute gross misconduct behaviour and that they will require a disciplinary hearing before the SD&D Sub Committee;
- There is evidence to support a decision that the allegation constitutes lesser misconduct behaviour which can be dealt with by the Headteacher (or Chair of Governors if the allegation is in respect of the Headteacher); or
- There is no evidence to support the child protection allegation and no further action needs to be taken against the member of staff.

If there is any doubt at all, or agreement cannot be reached by the Headteacher and Chair of Governors (or Chair of Governors and another Governor if the allegation is in respect of the Headteacher), the matter will be referred for a full hearing before the SD&D Sub Committee.

The member of staff and trade union representative will be informed of the decision as soon as reasonably practicable.

The Chair of Governors will ensure that all relevant papers, including the full investigation report, are sent to the member of staff and their companion, the person presenting the case against the member of staff, and members of the SD&D Sub Committee, as soon as possible but no less than 10 school days prior to the hearing.

21. APPOINTMENT OF INDEPENDENT NON-GOVERNOR MEMBER - CHILD PROTECTION ALLEGATIONS

As required in law, the SD&D Sub Committee and the SD&D Appeals Sub Committee will be made up of at least two Governors plus an Independent Non-Governor with voting rights. The Appeal Sub Committee will have the same number of Governors as the first Sub Committee.

The Independent Non-Governor with voting rights must not be:

- A governor of the school in question;
- A parent / carer of a current or former pupil of the school in question;
- A current or former member of staff from the school at which the person subject to the disciplinary hearing is employed;
- An employee of the LA that maintains the school; or
- Related to any other member of either committees.

22. DISCIPLINARY HEARING (GROSS MISCONDUCT)

A disciplinary hearing will be held as soon as it can be arranged by the Clerk to the SD&D Sub Committee even if the member of staff has subsequently resigned. Where the member of staff is on sick leave please seek the advice of your School's HR Advisor.

The member of staff will be informed in writing of:

- The date, time and place for the disciplinary hearing, seeking agreement to dates from members of the Sub Committee, the member of staff, any witnesses appearing in person and the LA and Diocesan Authority (if appropriate);
- The purpose of the hearing and the range of possible outcomes;
- The right of a member of staff to be accompanied by a companion. A companion may be a representative / official of their trade union or a work colleague;
- The membership of the SD&D Sub Committee;
- The name of the person presenting the case against the member of staff;
- The full details of the allegation, the evidence to be presented and the names of any witnesses to be called, etc.
- Who is to be the Advisor to the SD&D Sub Committee; and
- The date by which all relevant documentation should be received by the Clerk prior to the hearing.

The Clerk will arrange for the Investigating Officer's report and appendices to be distributed to the member of staff and their representative prior to the hearing, including up-to-date procedures, as soon as possible but no less than 10 school days prior to the hearing.

The staff member will be afforded the right to object to any member of the SD&D Sub Committee on the basis of evidence that calls into question their ability to act impartially in the circumstances of the case. Any objections to be made within 5 school days of notification of the membership of the SD&D Sub Committee.

23. THE HEARING

The hearing will be conducted in a fair manner with all parties having the opportunity to present evidence and call and question witnesses. There will also be an opportunity for the Presenting Officer and the member of staff and / or their companion to summarise their case. The Clerk to the Governing Body will be present to record the hearing.

Once this part of the hearing is completed there will be an opportunity for the SD&D Sub Committee to receive HR / legal advice. Once this is received members of the Sub Committee will be left alone with the Clerk to discuss the evidence and make their decision.

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Having considered all the evidence and taken into account advice provided, the SD&D Sub Committee may conclude that:

- The allegation is unproven and there is no action to be taken;
- The alleged behaviour constitutes lesser misconduct and a First Written Warning or a Final Written Warning should be issued; or
- The allegation of gross misconduct is proven and, depending on the severity of the misconduct, an appropriate sanction shall be imposed, which may be summary dismissal.

Where possible, the decision will be given verbally at the end of the hearing. If for some reason this is not possible, the Sub Committee's decision will be given in writing to the member of staff within 5 school days after the hearing. At this point, the member of staff will also be informed of their right to appeal and the timescales within which this must be made.

24. POSSIBLE SANCTIONS

- Specified training and development;
- Issue of formal warning (where the alleged behaviour constitutes lesser misconduct); or
- Demotion to a lower-graded position (if practical and appropriate as a sanction short of dismissal) and loss of salary; or
- Dismissal of the member of staff with or without notice.

25. DISCIPLINARY APPEAL HEARING

A member of staff is entitled to appeal against a decision of the SD&D Sub Committee. The notice of the intention to appeal needs to be lodged with the Clerk to the SD&D Appeals Sub Committee within 10 school days of receipt of the SD&D Sub Committee's decision. The appeal notice will need to include the grounds for the appeal.

The appeal will be heard by the SD&D Appeals Sub Committee within 30 school days of receipt of the appeal notice. Appeal hearings will focus on the issues set out in the appeal notification, therefore the appeal process will not ordinarily take the form of a complete re-hearing. However, under certain circumstances e.g. where new evidence comes to light or the first hearing process is alleged to be flawed or biased, it may be appropriate to rehear part, or all, of the case. This decision will be taken by members of the SD&D Appeals Sub Committee with advice from the HR Advisor. The member of staff will be given notice of the date and time of the appeal hearing.

Agreeable times and dates will be arranged for all parties concerned where possible.

The SD&D Appeals Sub Committee will, after considering all the facts presented to it, including any new evidence, come to one of three conclusions:

- Uphold the decision of the SD&D Sub Committee;

- Impose a lesser penalty; or
- Conclude that no disciplinary action should be taken against the member of staff.

The SD&D Appeals Sub Committee cannot impose a more severe penalty than that imposed by the Headteacher / Chair of Governors or SD&D Sub Committee in lesser misconduct cases, or the SD&D Sub Committee in gross misconduct cases.

The decision of the SD&D Appeals Sub Committee will be final and the staff member will be informed in writing within 5 school days. Where this is not practical for decision to be confirmed in writing within 5 school days, the time limit can be extended by mutual agreement.

If, as a result of an appeal, disciplinary action is withdrawn, all details thereof will be expunged from the member of staff's personal file and they will be informed accordingly. Informal action or support may still be recommended.

26. SUSPENSION

There may be instances where suspension from the school with pay is necessary while investigations are carried out. Examples include potential gross misconduct cases, health and safety concerns or where there are risks to an employee or pupil(s), property or responsibilities to other parties.

The HR Advisor must be consulted before a decision to suspend is made. This is especially important where there are safeguarding concerns, where specialist advice from Children's Services or other agencies e.g. Police, may be required before taking any action. The HR Advisor must notify the Director of Education & Children's Services where a decision is made to suspend a member of staff.

Suspension must not be an automatic response when an allegation is reported; all options to avoid suspension should be considered prior to taking that step, including undertaking a risk assessment. If the case manager is concerned about the welfare of other children in the community or the member of staff's family, those concerns should be reported to the Local Authority Designated Officer (LADO) or Police. Suspension is highly unlikely to be justified on the basis of such concerns alone.

In exceptional circumstances, suspension may also be considered where there are **reasonable** grounds for believing that evidence has been tampered with, destroyed or witnesses pressurised during the investigation process or prior to the disciplinary hearing.

Suspended employees should be advised that this is not considered as disciplinary action.

It is in the interests of all parties to progress the investigation and disciplinary hearing (if appropriate) as quickly as possible.

All suspensions must be kept under review and brought to a conclusion at the earliest possible opportunity. (NB: in some cases, account will have to be taken of the requirements of professional codes and standards governing children).

Only the Headteacher or the Chair of Governors may suspend a member of staff. However, that suspension may only be lifted by the Governing Body (unless this responsibility has been delegated i.e. to the Chair of Governors, the Chair of the Staff Disciplinary & Dismissal Sub Committee or the Staff Disciplinary & Dismissal Appeals Sub Committee). Any such delegation must be minuted.

If a suspension is lifted the Governing Body must immediately inform the School's HR Advisor.

For further information and guidance please refer to the Suspension Protocol for Schools.

27. SUMMARY

In adopting this procedure, the Governing body has taken due regard of advice and guidance from the LA and the Disciplinary and Dismissal Procedures for School staff Welsh Government Circular No. 002/2013 (2013).

The Governing Body will also consult further before any amendments are made to this Disciplinary Procedure.

28. ENSURING EQUALITY OF TREATMENT

This policy must be applied consistently to all employees irrespective of race, colour, ethnic or national origins (including citizenship), language, disability, religion, belief or non-belief, age, sex, gender reassignment, sexual orientation, parental or marital status/civil partnership, pregnancy or maternity.

If you require this publication in an alternative format please contact People Management on 01267 246100 or e-mail: PMPBusinessSupportUnit@carmarthenshire.gov.uk

This Policy is also available in Welsh

EXECUTIVE BOARD 23RD September 2019

MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS

Recommendations / key decisions required:

To endorse the adoption of the Council's updated Model Collective Dispute Policy & Procedure for Schools

Reasons:

This policy and procedure has been developed to provide a means for trade unions and the school to seek to resolve disputes that might arise in relation to groups of employees.

Relevant scrutiny committee to be consulted NO

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER: Cllr. Mair Stephens

Directorate: Chief Executive's / People Management

Name of Head of Service:

Paul R. Thomas

Report Author:

Julie Stuart

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EXECUTIVE SUMMARY
EXECUTIVE BOARD
23RD SEPTEMBER 2019

MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS

1. BRIEF SUMMARY OF PURPOSE OF REPORT

Schools seek to ensure that their policies and procedures provide fair treatment to all employees. However, in any organisation collective disputes may nevertheless arise.

This Model Collective Dispute Policy & Procedure for Schools has therefore been developed following negotiation with the recognised trade unions to provide a means for those trade unions and the school to seek to resolve disputes that might arise in relation to groups of employees.


The Collective Disputes Procedure aims to settle disputes as near to the point of origin as possible. A commitment to this policy and procedure will mean that both parties are willing to examine and discuss the subject of the dispute and negotiate possible means of jointly resolving the dispute in the best interests of all concerned.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed:  Assistant Chief Executive (People Management)

Policy, Crime & Disorder and Equalities YES	Legal YES	Finance NONE	ICT NONE	Risk Management Issues NONE	Staffing Implications YES	Physical Assets NONE
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1. Policy, Crime & Disorder and Equalities

The recommendations support the Council's Strategic Aim 'Building a Better Council' and 'Making Better Use of Resources'

2. Legal


This Model Collective Dispute Policy & Procedure for Schools has been developed in line with ACAS Code of Practice 1 - Disciplinary & Grievance Procedures which came into force on 11th March 2015.

6. Staffing Implications

The HR Team will provide advice and guidance to schools on the application of the Model Collective Dispute Policy & Procedure for Schools.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed:  Assistant Chief Executive (People Management)

- 1. Scrutiny Committee None
- 2. Local Member(s) None
- 3. Community / Town Council None
- 4. Relevant Partners None
- 5. Staff Side Representatives and other Organisations HR / TU Forum (New Schools HR Policies) – 3rd July 2019

Section 100D Local Government Act, 1972 - Access to Information

List of Background Papers used in the preparation of this report:
THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Model Collective Dispute Policy & Procedure for Schools		Attached
ACAS Code of Practice 1 - Disciplinary & Grievance Procedures		http://www.acas.org.uk/media/pdf/p/f/11287_CoP1_Disciplinary_Procedures_v1_Accessible.pdf

Model Collective Dispute Policy & Procedure for Schools

This policy and procedure has been developed to provide a means for trade unions and the school to seek to resolve disputes that might arise in relation to groups of employees.

Updated : September 2018

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POLICY

1. INTRODUCTION

The school seeks to ensure that its policies and procedures provide fair treatment to all employees. However, in any organisation collective disputes may nevertheless arise. This policy and procedure has therefore been developed following negotiation with the recognised trade unions to provide a means for those trade unions and the school to seek to resolve disputes that might arise in relation to groups of employees.

2. DEFINITION

For the purposes of this document a 'collective dispute' is defined as a dispute notified by a recognised trade union, in accordance with the collective disputes procedure, on behalf of a group of school employees.

3. LEGAL BACKGROUND

The requirement in law on the part of the employer to have a formal means for dealing with employee grievance was first included in the Industrial Relations Act 1971, and is now incorporated into the Employment Rights Act 1996, the Employment Relations Act 1999, and as updated by the Employment Act 2002.

4. POLICY STATEMENT

The School is committed to the resolution of collective disputes fairly and at the earliest opportunity. The Collective Disputes Procedure aims to settle disputes as near to the point of origin as possible.

A commitment to this policy and procedure will mean that both parties are willing to examine and discuss the subject of the dispute and negotiate possible means of jointly resolving the dispute in the best interests of all concerned.

5. APPLICATION

The School will only acknowledge a dispute if it is lodged by a recognised trade union on behalf of the group of employees in dispute regarding matters arising from their employment.

The procedure shall be flexible enough to allow for the first formal stage to be heard by a member of the Senior Management Team.

Both parties will accept that normal working practices prevailing prior to the dispute shall continue to operate pending settlement and both parties will co-operate to ensure that the spirit of this clause is maintained, except where to continue the existing practice would constitute a hazard, or where statutory obligations apply. The

MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS

above clause will not apply in situations where changes are made to working arrangements and the change is in line with contracts of employment such as a change of base for example.

There will be no strike or any form of industrial action whilst this procedure is in progress.

Employees who wish to pursue a collective dispute should be allowed reasonable time off to seek the advice of their trade union representative. The prior permission of the manager must be obtained which, subject to operational needs of the service, would not be unreasonably withheld.

PROCEDURE

6. SCOPE

This Policy & Procedure applies to staff working in the school, except those who are directly employed by the Local Authority and those working in the school via an employment agency.

It does not cover: individual grievances, grading of posts, disciplinary matters, non-confirmation of employment during probationary periods, equal pay grievances, matters more appropriately dealt with under an alternative policy or procedure or any collective issues for which more extensive collective bargaining arrangements exist.

Complaints about bullying or harassment should be dealt with under the School's Behavioural Standards in the Workplace Guidance. Employees raising a concern under the Public Interest Disclosure Act should refer to the Whistleblowing Policy.

Any collective disputes relating to matters more than three months old or which have been the subject of a dispute between a Trade Union and the School at any time during the preceding 12 months will not be accepted unless any action decided upon by management to redress that dispute has not been implemented.

For collective grievances please refer to the Model Grievance Policy for Schools.

7. FORMAL PROCEDURE FOR RESOLVING COLLECTIVE DISPUTES

STAGE ONE

- 7.1. Where the dispute is against the Headteacher, the dispute will be raised with the Chair of Governors; and where the dispute is against the Governing Body, advice should be sought from the HR Advisor, as it may be necessary to convene an alternative Governing Body.
- 7.2. Where it has not been possible to resolve issues informally the trade union representative acting on behalf of the aggrieved group of employees will raise the collective dispute with the Headteacher, by completing the Formal Collective Dispute Procedure Form (Appendix 1) stating the subject nature and scope of the matter and the solution proposed. A copy should be forwarded to the Chair of Governors for information. The Headteacher must acknowledge receipt of the collective dispute, on behalf of themselves and the Chair of Governors, within **5 working days**.
- 7.3. On examining the written submission the Headteacher will consider if the issue affects other areas of the School and seek advice from the HR Advisor.
- 7.4. If the matter affects one group of staff only, the Headteacher shall convene a meeting with the trade union. Where possible this meeting will take place within **15 working days** of receipt of the formal dispute, with the objective of trying to achieve a resolution. The trade union representative will receive a written reply confirming the outcome and the reasons for the decision within a further **10 working days** of the

MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS

meeting taking place. A copy should be sent to the Chair of Governors for information.

- 7.5. If the matter affects more than one group of staff the School the Headteacher will discuss the issue with the HR Advisor before convening a meeting as in 7.4 above. Where appropriate, relevant members of the Management Team may also attend the meeting with the trade union representative. Response times will be in accordance with 7.4 above.
- 7.6. If the group of employees are not satisfied with the outcome they may raise the collective dispute at the next stage through their trade union representative. This should be done, in writing to the Chair of Governors within **10 working days** of receipt of the Headteacher's decision.
- 7.7. If a written reply is not received by the accredited trade union representative(s) within the specified time the matter can also be referred to the second stage of the procedure.

STAGE TWO

- 7.8. The accredited trade union representative(s) may raise the collective dispute in writing to the Chair of Governors. This should be done by completing the Collective Dispute Procedure Form (Appendix 1). Copies of any correspondence should be enclosed with the letter. Where the parties have agreed that discussion at the earlier stage is not appropriate and that the dispute should be registered directly at the second stage, the accredited trade union representative(s) should write in similar terms to the Chair of Governors who will acknowledge receipt of the collective dispute within **5 working days**.
- 7.9. The Chair of Governors will convene an Appeals Panel to consider the appeal with the trade union representative(s) to seek a mutually acceptable resolution of the matter. The Appeals Panel will comprise of three Governors (Staff Governors should only be part of the Appeals Panel in exceptional circumstances, please seek advice from the HR Advisor). The Appeal Hearing should be held at a reasonable time and place. This should take place as soon as is reasonably practicable and the trade union representative(s) should take all reasonable steps to attend.

Full account will be taken of information put forward by both sides in support of their respective views and proposals on the issue(s) in question and, if appropriate, written statements may be requested and exchanged prior to the meeting.

- 7.10. The decision of the Appeals Panel will be final and details of any agreement reached, or a summary of the position of the respective parties, as given by either side, together with the decision and recommendations made by the Appeals Panel will be formally recorded and issued to both parties within **5 working days** of the meeting.

8. GENERAL CONSIDERATIONS

The time periods to convene meetings and notifying decisions, as specified at each stage above may be varied by mutual agreement if justifiable reason(s) exist.

9. OUTSIDE CONCILIATION STAGE

If there is failure to agree at Stage 2 either party may propose that the matter be referred to ACAS for conciliation. Any such referral will require the terms of reference to be jointly agreed in advance of the referral.

10. AGREED SETTLEMENT

All parties will endeavour to ensure that the terms of any settlement agreed at any of the above stages are observed and implemented.

11. CONFIDENTIALITY

The parties undertake to keep any aspects of the negotiations surrounding the collective dispute confidential until the procedure has been exhausted.

12. COLLECTIVE DISPUTE MEETINGS

During a collective dispute meeting, the trade union representative will be entitled to explain the complaint on behalf of the employees concerned and say how they think it should be settled. If necessary, the Chair of the collective dispute meeting may wish to adjourn to enable him/her to gather further information or obtain advice. A date for a re-convened meeting will be agreed at that time if possible.

Following the meeting, a written response should be sent to the trade union representative within 10 working days.

13. DISPUTES FROM EMPLOYEES WHO HAVE LEFT OR LEAVE THE SCHOOL DURING THE PROCEDURE

Wherever possible a collective dispute should be dealt with in accordance with this procedure before employee(s) leave employment. However, if employee(s) leave employment with the School partway through the Collective Dispute procedure, then the School is under no obligation to hear their dispute. However, in these circumstances, advice should be sought from the HR Advisor.

14. KEEPING RECORDS

Written records must be kept throughout the collective dispute process, including:

- A copy of the written dispute and subsequent appeals if relevant
- Copies of meeting notes
- A copy of the written response(s) provided to the employee

- Details of action taken

Records should be retained for each employee's involved in the collective dispute within their personal file.

Records should be treated as confidential and kept in accordance with the General Data Protection Regulations (GDPR).

Copies of the collective dispute meeting notices, meeting notes, response letter etc. will be sent to the Trade Union official representing the collective dispute on behalf of employees concerned, unless they advise otherwise, in writing.

15. MONITORING THIS POLICY & PROCEDURE

The application of this policy and procedure will be monitored by People Management. All Schools must ensure that they advise the HR team of all formal and informal disputes raised. This policy and procedure will be reviewed at the appropriate time, and in consultation with the recognised trade unions.

16. ENSURING EQUALITY AND EQUITY OF TREATMENT

This policy must be applied consistently to all employees irrespective of race, colour, ethnic or national origins (including citizenship), language, disability, religion, belief or non-belief, age, sex, gender reassignment, sexual orientation, parental or marital / civil partnership status, pregnancy or maternity.

If you have any equality and diversity concerns in relation to the application of this policy and procedure, please contact a member of the HR team who will, if necessary, ensure the policy / procedure is reviewed accordingly.

If you require this publication in an alternative format please contact People Management on 01267 246129 or e-mail: PMPBusinessSupportUnit@carmarthenshire.gov.uk

This Guidance is also available in Welsh

MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS

Appendix 1.

FORMAL COLLECTIVE DISPUTE PROCEDURE

THIS FORM MUST BE COMPLETED AT EACH STAGE OF THE PROCEDURE. PLEASE INDICATE WHICH STAGE IS BEING INVOKED.

COLLECTIVE DISPUTE TO BE CONSIDERED AT STAGE 1 / 2 *

*** Delete as appropriate**

Please complete all sections of Part A when registering a formal dispute. Where possible, please arrange for the form to be typed or use capital letters.

PART A	PLEASE ENSURE ALL EMPLOYEES INVOLVED IN THE DISPUTE PROVIDE THE DETAILS REQUIRED IN PART A (CONTINUE ON A SEPARATE SHEET AS NECESSARY)
Name: _____	Job Title: _____
School: _____	Section: _____
Employee No.: _____	Location: _____
Contact Tel No: _____	Line Manager: _____
PART B	Please outline the nature of the collective dispute (using no more than 2/3 sentences)
Please provide full details of the collective dispute including dates wherever possible (if necessary continue on a separate sheet of paper). Copies of relevant documents that relate to the dispute should also be attached.	
In accordance with the Collective Dispute Procedure you need to indicate the trade union representative acting on your behalf.	
Name of Trade Union: _____	Name of TU Rep: _____
E-Mail Address: _____	Contact Telephone Number: _____
What outcome are you seeking to resolve your collective dispute?	
Trade Union Rep's Signature: _____	Date: _____
PART C	TO BE COMPLETED BY THE SCHOOL
DATE RECEIVED: _____	
RECEIVED BY: _____	JOB TITLE: _____

**FORMAL COLLECTIVE DISPUTES PROCEDURE
REFERRAL TO ACAS**

OUTSIDE CONCILIATION REQUEST (Stage 2 Exhausted)	
Date Referred to ACAS:	_____
Referred By:	_____
Referred To:	_____
(Terms of Reference to be Attached)	
REASON:	
OUTCOME:	

Signed: _____ Conciliation Representative

Signed: _____ Headteacher / Chair of
Governors

Signed: _____ Staff Side Representative

MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS

Appendix 2.

Date:

.....
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EXECUTIVE BOARD

23rd SEPTEMBER 2019

WORK READY PROGRAMME REPORT 2019-21

Recommendations / Key Decisions Required:

- To agree the proposal for extending the Work Ready Programme which includes 15 Graduate Trainees and 10 Apprentices.
- To agree the funding of this programme on the following basis over the next 2 years:
 - Current departmental budgets to fund 50% of the Graduates and Apprentices appointed (£604,255).
 - Current funding in place from existing scheme £86,242.
 - Use of departmental and earmarked reserves £320,000
- Via workforce planning, map out current and future skills needs and identify areas of future recruitment demand and allocate resources to support these opportunities.
- Work closely with departments' workforce plans to facilitate multi-level development amongst existing employees by accessing funding available from Welsh Government.
- Continually develop people to ensure our workforce is highly skilled and supported through employees' early career within CCC, maximising potential funding streams.
- Implement a comprehensive recruitment strategy to include social media marketing campaign.
- Ensure sustainability of the project by supporting funding for the post of Work Based Learning Coordinator.
- Explore regional expansion opportunities with a view to offering the Work Ready Programme to neighbouring local authorities, thereby reducing costs and providing opportunities for collaboration.

Reasons:

The proposal for funding the Work Ready Programme for a further two years will enable:

- **Work Experience** – to continue Work Experience placements of up to 1 month with further development of longer term placements and the facilitation of volunteering to include providing work experience for Service Veterans and Young People with disabilities.
- **Apprentices** – to fund at least two level 2, 3, or one 4 or 5 apprentice per department corporately [aligned with departmental workforce plans] and to continue to support all departmentally funded Apprentices.
- **Graduates** – to fund and support at least two graduates per department [aligned with workforce plans], and to continue to support any departmentally funded graduates.

Relevant scrutiny committee consulted:	N/A	
Scrutiny committee and date:	N/A	
Executive Board Decision Required:	YES	
Council Decision Required:	NO	
Executive Board Member Portfolio Holders: Cllr Mair Stephens (Deputy Leader)		
Directorate: Chief Executive's	Designation: Assistant Chief Executive (People Management)	Tel No. / E-Mail Address: 01267 246123 PRThomas@Carmarthenshire.gov.uk
Report Author: Paul Thomas		

EXECUTIVE BOARD

EXECUTIVE SUMMARY

23rd SEPTEMBER 2019

WORK READY PROGRAMME REPORT 2019-21

- The project is almost in its 8th year of operating and has demonstrated exponential success, year on year, with over 69% of our apprentices and Graduate Trainees either securing permanent employment or work outside the Authority.
- The Authority's Work Ready Project has been recognised as innovative and was shortlisted for the CIPD Apprenticeship Scheme of the Year in 2017, and when benchmarked against the Welsh Government Document 'Apprentices: Guide for Local Authorities,' can be seen that this Project puts the organisation at the cutting edge with many of the recommendations being well on the way to help deliver acute skill shortages, developing higher level skills and delivering Apprenticeships through the medium of Welsh.
- Some case studies are provided in **Appendices 1-4** and supplemented by a short video film that profiles the success and impact of the programme.
[\https://vimeo.com/200872570 password SB2017].
- The programme has very strong links with the Authority's current corporate strategy and will be seen as an integral part of how it supports key outcomes under the Wellbeing and Future Generations agenda.
- To ensure the ongoing success of the programme it is proposed that funding is secured for a further two years and that the current level of remuneration for apprentices (level 2 to 3) be reviewed to ensure the Authority remains competitive and retains its recruits for the whole duration of their apprenticeship. The recent national drive on the recruitment of apprentices across all sectors has made for a far more competitive market with Welsh Government aiming to create 100,000 apprenticeships over the next 5 years. There is also the wider objective to deliver higher skills including professional and technical skills by 2020. These skills will be critical in supporting the digital agenda and projects such as the City Deal.

The proposal to become an accredited centre will place the Authority in a strong position for regional collaboration by offering the Work Ready Programme to neighbouring local authorities, and securing income stream.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Paul Thomas Assistant Chief Executive

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	NONE	YES	NONE	NONE	YES	NONE
<p>Policy, Crime & Disorder and Equalities</p> <ul style="list-style-type: none"> This supports the strategic aim of Making Better Use of Resources, the Authority's Corporate Strategy and the Wellbeing and Future Generations Agenda. 						
<p>Finance</p> <ul style="list-style-type: none"> The proposal to extend the Work Ready programme will cost £762,088 over the next 2 years. The funding for this programme will be a mix of existing budgets and a contribution from reserves. Departments will be required for prioritise their own budgets to fund Graduate Trainee/s and 1 Apprentice (£604,255), with the balance of the funding being provided from the balance of the funding remaining from the previous scheme (£86,242) and a commitment from departmental and earmarked reserves of £320,000. 						
<p>People Management</p> <ul style="list-style-type: none"> The placement and funding of apprentices will for the first time be aligned to departmental workforce plans with ongoing support from People Management. The recruitment, coordination and monitoring of the programme will be undertaken by the Organisational Development Team in liaison with Finance for budget monitoring purposes. The extension of the programme and its permanent funding of the Work Based Learning Coordinator Post will allow the Authority to work towards becoming an accredited centre and open up opportunities to collaborate with neighbouring Authority's and the potential for an income stream 						

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Paul Thomas, Assistant Chief Executive (People Management & Performance)

1.Executive Board

2.Corporate Management Team

3.Scrutiny Committee – N/A

4.Local Member(s) – N/A

5.Community / Town Council – N/A

6.Relevant Partners – N/A

7.Staff Side Representatives and other Organisations – N/A

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

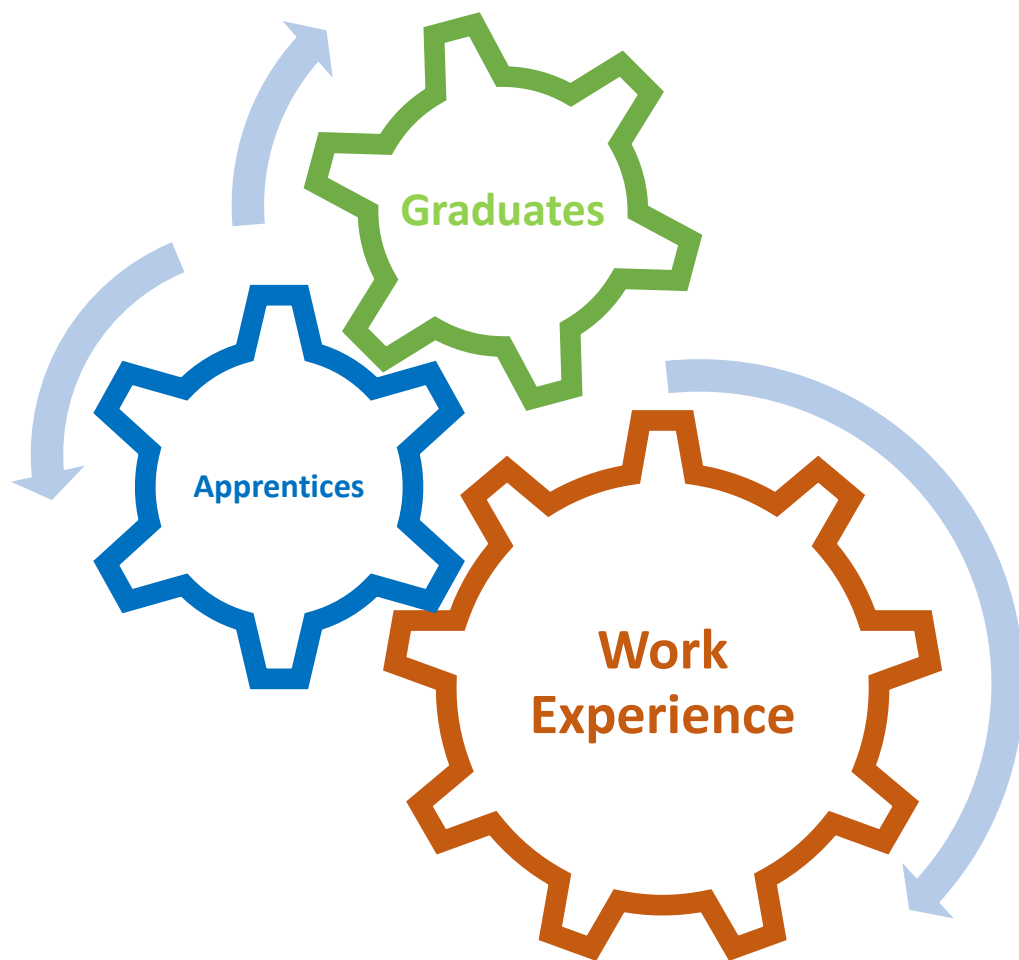
THERE ARE NONE

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Chief Executives - People Management

Work Ready Programme 2019-21

Updated September 2019



INVESTORS
IN PEOPLE



Overview

Work Ready is an innovative project that has run successfully for six years achieving many positive outcomes for individuals and the organisation.

As the organisation and the environment in which it operates continues to change, the project has been required to adapt and now has a key role in developing the workforce of the future. On this basis it is proposed that the future focus of the project be defined as:

'To support the organisation and services to grow their own talent'

The existence of the project has enabled the organisation to link effectively with national priorities, including the All Wales Graduate Programme being supported by the Welsh Government.

The project supports the Organisational Well-Being objectives 5 & 6:

5. Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty
6. Create more jobs and growth throughout the county

In addition to this the project provides flexibility to support the delivery of apprenticeships through the medium of Welsh, and in doing so supports the Well-Being Objective:

14. Promote Welsh Language and Culture

In terms of other organisational priorities, the learning from the project has developed the knowledge and skills that can support the strategic planning and delivery of an effective Apprenticeship programme to support the development of the Wellness and Life science Village planned for Delta Lakes.

Benchmarking

The project has been recognised as innovative and was shortlisted for the CIPD 'Apprenticeship Scheme of the Year' in 2017 [CIPD - Wales People Management Awards].

When benchmarked against the Welsh Government Document '*Apprentices: Guide for Local Authorities*', it can be seen that the project puts the organisation at the cutting edge, and many of the recommendations are well underway.

The Welsh Government have stated that their delivery priorities for Wales until 2021 as being:

- **Addressing acute skill shortages** through extending and developing apprenticeships, particularly in growth sectors such as Social Care and Construction as identified by the Regional Learning Partnership.
- **Developing higher level skills**, focusing on apprenticeships at level 3 and above where returns tend to be higher and where the most successful European countries deliver.
- **Improving Access, Equality and Equity of opportunity**, through supporting people into employment who are new to the workplace and focusing on progression in the workplace.
- **Deliver Apprenticeships in Welsh**, through strengthening opportunities to undertake an apprenticeship through the medium of Welsh or bilingually.
- **Increasing apprentices aged 16-19** - including raising the number of school leavers progressing onto apprenticeships.
- **Developing skill pathways** - Integrating apprenticeships into the wider education system.
- **Establish a new system for framework review and development** to ensure that Apprenticeships are designed to meet employer needs and are responsive to Industry changes.

The project already supports the majority of these objectives and is in a strong position to align to all of the priorities going forward.

Proposal

It is therefore proposed that the project is supported to deliver the following:

1. To support services to recruit and develop graduates and apprentices to fill current & future skills gaps based on workforce planning requirements through a corporate funding arrangement.
2. To support services to grow their own talent using graduate and apprentice development opportunities.
3. To support the upskilling of current staff through the use of apprenticeships and graduate programmes.
4. To offer the community (including service veterans and young people with disabilities) an insight into working for Carmarthenshire County Council via work placements.

Proposal 1 *To support services to recruit and develop graduates and apprentices to fill current & future skills gaps based on workforce planning requirements through a corporate funding arrangement.*

Over the past 6 years Work Ready has been successful in supporting the organisation to identify and fill skills gaps while offering individuals the opportunities to develop.

The two tables below illustrates the positive outcomes that have been achieved from the project, illustrating a Departmental and Organisational breakdown. Overall, 69% of the people who have been supported as graduates and apprentices remain with the organisation once they have completed their

development programme. For Graduates, where the level of investment per individual is higher, this rises to 90%.

Departmental

Department	Route	Completed	Currently Employed	Retention Rate	Department Overall Retention Rate
Chief Executive	Graduates	5	5	100%	95%
	Apprentices	14	13	93%	
Community Services	Graduates	4	3	75%	42%
	Apprentices	8	2	25%	
Corporate Services	Graduates	3	2	67%	67%
	Apprentices	3	2	67%	
Education & Children Services	Graduates	1	1	100%	92%
	Apprentices	11	10	91%	
Environment	Graduates	7	7	100%	60%
	Apprentices	8	2	25%	
Regeneration & Policy	Graduates	0	0	0%	45%
	Apprentices	11	5	45%	

Organisational

Route	Completed	Currently Employed	Retention Rate
Graduates	20	18	90%
Apprentices	55	34	62%
Overall	75	52	69%

In a recent Employer survey¹ around two -third of employers [65%] reported that all their recent apprentices were still with the organisation following a 12 to 22 month period after completing their training. Whilst three quarters [76%] have kept at least some apprentices figures tended to higher amongst employers who provided apprenticeships to existing members of staff only.

The most common reasons for apprentices deciding to leave, according to employers, were their desire to move into another sector [25%], to improve their promotion or career prospects [21%] or because they were seeking a higher salary [17%].

For the organisation to maximise return on investment, it is important that due regard is given to the roles to be filled by the graduates after completion of the programme. The project will work proactively with Directors to map this out.

Our organisation supports both external and internal apprenticeships and when compared to the national data has a good track record on retention and further development to meet a wide range of skill requirements including those relating to management and leadership. This can be further illustrated by highlighting individual and service impacts:

Individual	Level: Graduate
<p><i>SG joined CCC in 2016, as the Graduate within Modernising Education Programme. She is now the Modernisation Team Manager. SG feels the opportunities she had as a graduate allowed her to develop within the team and enabled her to apply and successfully achieve the role of manager, working on many projects throughout County [Her reflections are included in Appendix 1]</i></p>	
Service - Divisional Benefits - [IT]	Level: Apprentice
<p><i>IT have supported five apprentices to date, four of them gaining full time employment within the Division. The manager and the team have experienced first-hand the benefit of developing their own staff through an apprenticeship programme as shown in Appendix 2.</i></p>	

¹ [The Department for Education Apprenticeships Evaluation Employer Survey November 2017](#)

Feedback from Focus Groups

In November 2018 focus groups were held with apprentices, graduates and managers which identified benefits of the current programme and its integrated approach. These included:

- Benefits from being part of a cohort
- Being able to network with peers
- Targeted induction and CPD programme
- Support from mentors

Links to Transform, Innovate and Change Programme [TIC]

In past years graduates have been given the opportunity to work with the TIC Team. This has been of benefit to both the individuals and the organisation, providing a broad overview of the organisation while bringing new ideas and perspectives into the team.

It is proposed that all graduates are supported to experience working as part of a TIC project, as shown in **Appendix 3**.

Proposal 2 To support services to grow their own talent using graduate and apprentice development opportunities.

Throughout the lifetime of the project, Work Ready has supported departments who have chosen to fund additional Apprentice and Graduate posts. In the period 2017/19 the Environment Department made a large investment in their future workforce which was supported by the project.

Through effective workforce planning the Environment Department identified skills gaps and were able to embrace the principles of the Work Ready Programme. The project supported the recruitment and development of an additional 8 Apprentices and 9 Graduates who are now integral to the teams. Details of how the Department worked with the Project are shown in **Appendix 4**.

In 2018 the Project supported the Next Steps Programme leading on a supportive recruitment process that allowed school and college students to understand the requirements for robust recruitment and selection processes and to mentor them on their supporting statements. The initiative enabled 15 students to be shortlisted as part of a highly successful recruitment drive for Trade Apprentices in the Environment department.

Proposal 3 *To support the upskilling of current staff through the use of apprenticeships and graduate programmes.*

The Vision for our people as stated in the People Strategy [2014-19]:

“A workforce that is innovative, skilled, motivated, well informed, high performing, proud to work for Carmarthenshire County Council and committed to delivering high quality services to the public”.

The use of Apprenticeship and Fully Funded programmes has become a key strand in workforce development and supports the achievement of this vision.

In a period when resources are shrinking, the use of these programmes has become increasingly significant. The project also works to maximise the investment that the organisation is required to make into the Apprenticeship Levy, so maximising value for money. It is estimated that the effective management of the programme has enabled the organisation to access development with a value in excess of **£491,000**.

In the period 2017/19, 149 members of staff have been supported to complete fully funded programmes [which include Apprenticeships]. Of those, 102 are studying or have studied Leadership & Management programmes, which is a key priority for the organisation.

In March 2018 a celebration event hosted by the Chief Executive, The Leader and Deputy Leader was held to recognise the achievement of apprentices [including those who are part of the Work Ready Programme] that successfully completed their qualifications, demonstrating commitment to their continued learning and development. Several Apprentices described their experience and the impact that it has had on them and their career development.

Managers who had undertaken their own qualification as well as supporting their teams to complete an apprenticeship also spoke about the benefits. The event showcased the skills development that can be achieved from undertaking Apprenticeships.

‘I would like to express my gratitude to be given the time from my current role to pursue my ILM. The confidence that it has given me, that I can succeed, and the ability to communicate with people at different levels within the Council. I would definitely encourage anyone to take up the opportunity to do an Apprenticeship and go on learning.’ [AP]

‘It was hard to get back to learning, but I would encourage anyone to learn through an Apprenticeship as it gives you so many opportunities’ [KJ]

‘I don’t think University is for everyone, undertaking an Apprenticeship is an alternative route to gain qualifications while earning money at the same time.’ [JD]

'I didn't think I'd be eligible to be an Apprentice... I would certainly recommend it on the back of the AAT I could do the ACCA route. It's also an opportunity to go down the Professional Institute of Auditing route and there are a number of other routes to study further and an opportunity to go up the career ladder in the Authority.'

Proposal 4 *To offer the community an insight into working for Carmarthenshire County Council via work placements.*

Historically the Project has supported work experience placements across the organisation. This has provided individuals with valuable opportunities. The way in which vocational learning is being delivered is changing however and schools are developing 'World of Work' days, during which they invite employers to give an overview of the careers that are available within their sector, highlighting the skills that are needed to undertake the roles. The organisation has contributed and supported these event highlighting the role of apprenticeships within the Local Authority. Over 250 students have been involved, enabling them to see the alternative routes that Apprenticeships can provide to university and college.

As mentioned earlier the Project provided support to the Next Steps Programme by attending schools and colleges supporting and mentoring students in the completion of job application forms. The Coordinator and HR staff engaged with over 200 students, which lead to a real impact on the number and quality of applications received.

A project to ensure the effectiveness of work experience for service veterans and young people with disabilities will be developed.

Resources Required

At the planned level of expenditure, a balance of **£234,950** is available at the end of the financial year 2018-19, with a further **£107,685** to be committed from the year-end balance to account for continuing corporate placements across departments rolling into 2019-20, together with **£41,023** for the Work Ready Co-ordinator post, as illustrated in **Table 1** below.

* based on corporately funded MA & GT learners projected end dates, subject to changes in end dates, leavers, transfers etc.

Table 1 – Work Ready 2019-20

Expenditure [2019-20]	£	£
Balance [18-19] ^{b/f}		234,950
Existing learners commitment to projected end-dates [inc on-costs]	107,685	
Work Ready Co-ordinator [2019-20] [inc on-costs]	41,023	
Closing Work Ready Budget		86,242

Apprentice & Graduate Pay Structure

Currently, higher level apprentices at Level’s 4 and 5, together with Graduate Trainees are paid on former fixed spinal points 10, 14 and 18 respectively.

The Council’s Pay Policy Statement 2019-20 [March 2019] made changes to the lower spinal points. This represented overall increases across all levels in the programme, with higher level apprenticeships [Levels 4 and 5] narrowing the pay variances of those entering the scheme as Graduate Trainees, representing 7%, 6.3% and 3.7% increases across these spinal points respectively, as shown in **Appendix 5**.

Level 2 and 3 apprentices also receive a minimum 2% pay increase on the current pay grade for those entering the Intermediate [L2] and Advanced [L3] routes, ensuring new learners receive a starting salary of £12,485 from 1st April ’19.

To ensure sustainability of the project, reflecting other apprenticeship salaries offered nationally, the National pay grades for Apprentices and the National Living Wage, costing models **Option A** and **Option B** [**Appendix 6**] are presented for consideration. **Option A** is preferred, demonstrating a moderate differential between Apprenticeships Levels 4–5 and Graduates.

Proposal

It is proposed to continue with the delivery of the Work Ready programme using the closing Work Ready Budget as illustrated in funding **Table 2 Work Ready 2 Year Proposal**. This requires a continued investment to secure development of the project over the next 2 years, based on the following:

- **Work Experience** – to continue Work Experience placements of up to 1 month with further development of longer term placements and the facilitation of volunteering.

- **Apprentices** – to fund **10 apprentices** [Level 2–3 for 18 months] or **5 apprentices** [Level 4-5 for 2 years] aligned with departmental workforce plans and to continue to support all departmentally funded Apprentices.
- **Graduates** – to fund and support **15 graduates** [for 2 years] aligned with workforce plans, and to continue to support any departmentally funded graduates.

It is proposed that the pay rates are based on **Option A** identified above, for a number of reasons:

- The reduced differential with non-training posts may have an adverse impact on other staff, so affecting the support for individuals and the project as a whole
- The reduced differential between the levels will reduce the incentive to progress
- The new pay scales will take us out of line with other apprenticeships on offer across the country.
- The additional costs would affect the sustainability of the project.

Table 2 – Work Ready 2 Year Proposal [Option A]

Expenditure [2 Years] – OPTION A	£*	£
Closing Work Ready Budget ^{b/f}		86,242
WRL Coordinator [2020-21]	42,031	
Apprentices **	231,546	
Graduates ***	732,765	
Total		920,100
Funding		
Additional Funding Required		833,858

* subject to 20-21 NI rates and NJC pay increase. Includes on-costs

** Apprentices - levels subject to workforce plans. Estimated on a maximum cost of 10 Level 2/3, 18 month contracts

*** Graduates - levels subject to workforce plans. Estimated on a SP6 [2 year contracts – 19/20 and 20/21]

Timetable

The full benefits of the Project can only be achieved by ensuring early identification of qualification requirements and suitable provisions are in place. In order for this and the benefits identified from the focus group to be achieved the following timeline will be required for effective project management and recruitment:

Date	Activity
10th, 17th or 20th June 2019	Briefing for Managers
26th June 2019	Expression of interests returned
w/c 1st – 20 th July 2019	All Job Profiles to be finalised & JE (qualification to be included)
25 th July 2019	CEO Sign Off
29 th July 2019	Preliminary Executive Board
30 th July 2019	CMT
29 th July - 27 th August 2019	Advert
27 th August 2019	Closing date
w/c 2 nd September 2019	Shortlisting (centralised panel)
w/c 9 th September 2019	Online Assessments
16 th – 17 th September 2019	Assessment Centre / Interviews (centralised panel)
18 th September 2019	Tele/E-mail References
w/c 30 th September 2019	All Graduates to be in post

Monitoring and Evaluation

A revised approach to monitor the effectiveness of the programme and its evaluation aligned to strategic outcomes will include:

- Progress of the project to be reported to the People Strategy Group Board, who will take an oversight of progress.
- Managers will be supported to identify a relevant qualification before the recruitment stage, to ensure an effective match and timely enrolment.
- The impact of Work Ready will be included in regular CMT workforce reports as part of the People Management Dashboard.

Appendices

Appendix 1 – Case Study SG

Background

I began my career with Carmarthenshire County Council in January 2016 after a successful appointment as a Graduate Trainee Project Officer within the School Modernisation team. Following my appointment, I was subsequently “thrown in the deep end” and was allocated a range of different projects including: School Reorganisaition Proposals, Capital Investment Projects and Minor Works Projects. Having been allocated these projects, it was inevitable that I would need to learn the processes and procedures as I went along as each project or reorganisation progressed with the help of knowledgable and very supportive colleagues and manager.

Benefits of working as part of a team

- **Regular team meetings** – regular team meetings were important because they made sure that workload was allocated fairly and as evenly as possible. Moreover it meant that everyone was aware of each other’s projects and what was going on as a section and not just within our own individual projects. It also ensured that any decisions arising from team meetings were actioned promptly. Any arising issues were also discussed and resolved during team meetings.
- **Helpful and supportive colleagues** – having very helpful and supportive colleagues was so important as it meant that we were truly working as a team and helping each other. Every member of the team is always willing to help and provide knowledge advice and support as needed and we frequently helped each other out on each other’s projects depending on the need. We found that every member of the team had expertise in various aspects of project management and that it was important to utilise each other’s skills as often as possible.
- **Annual appraisals** - annual appraisals with my manager helped to ensure that I was meeting my targets and objectives project wise, but also confirmed that I was happy in my role. It also provided an opportunity to discuss further learning and development opportunities within my role and as part of the team.
- **Building friendships** – working as part of a team helped in building invaluable friendships with work colleagues, which subsequently has a positive effect not only on the working environment but also on your personal life. I definitely feel that it’s important that you get along with your work colleagues as best as you can, as you spend more time in work than you do at home. This is also a benefit of the graduate trainee programme with the other graduates and officers that you work with.

Benefits of the Graduate Trainee Programme

- **Communication with other graduates** – being part of a graduate trainee programme meant that I was not alone in being a new employee and that we all had access to speak with someone who was also new in their role. Whilst we had communication with each other through the graduate trainee meetings, we were also able to phone / email each other if needed. Sometimes, our roles would interlink in different projects which meant that we also learnt more about what our fellow graduate's roles entailed.
- **Graduate trainee meetings** – the graduate trainee meetings were very beneficial as it meant that we not only regularly met with fellow graduates but also work related and learning & development officers who were able to provide advice and support on learning/thinking methods as well as also providing an impartial perspective. The meetings ensured that we were keeping on top of our work and provided an open forum to discuss different issues etc as a group.
- **Support of a mentor** – the support of a mentor was extremely helpful, especially as my mentor was not related to my day to day work. Regular meetings with my mentor ensured that I gained knowledge on other sections and departments within the Council [which is just as important] and not just the section that I worked within. It also helped to speak with someone who had a different perspective and was able to provide help and advice impartially [separately to that received from my colleagues or manager].
- **PRINCE 2 Project Management course** – this course was invaluable in helping me understand the Project Management principles that are applied to projects, especially as I was involved in numerous different schemes. Following my return to work, I was able to feed back to colleagues on certain elements that were relevant to our work that we were already implementing and other elements which we may have wished to consider. I undertook this intensive [1 week] course in July 2016, 6 months into my appointment which I believe was extremely beneficial as I had had enough time to imbed into the team and understand the strategy of our work and projects, but had enough time following the course to implement any new methods/knowledge.

Second Appointment

During April 2017, 16 months into my graduate trainee contract, I was interviewed and appointed the School & Communities Development Project Officer within the Modernisation Team. I definitely believe that my success in being appointed in this role was down to the positive impact of the Graduate Trainee Programme and the learning opportunities that I had been provided with as part of the programme but also as part of my role.

Training

Following my role as Graduate Trainee Project Officer and School & Development Project Officer I undertook the following training:

- SNAP surveys;
- EXCEL advanced;
- UMBRACO website training;
- Continuous improvement; and
- All compulsory e-learning modules.

Current Position

Following 14 months in my role as School & Communities Development Project Officer I was appointed the Modernisation Team Manager [secondment for 1 year] with responsibility for 4 staff; 3 School Development Project Officers and a Graduate Trainee Project Officer within the Modernisation Team. Again, I completely believe that my appointment in this role was due to the success of the Graduate Trainee Programme and the opportunities for learning development and career progression that I have been provided with since my original appointment.

The Graduate Trainee Programme provides graduates with learning and career opportunities that probably wouldn't be accessible to them other than through the Local Authority as it is often difficult to secure similar positions within the private sector. It provides graduates with opportunities to enhance current skills, develop new skills and share knowledge with others, along with gaining valuable experience in working within a local government environment. Whilst the graduate trainee programme has provided me with an opportunity to progress my career within the Local Authority, I'm sure that it also provides other with the opportunity to further develop their career and skills within the private sector following the end of their contract.

I must admit that, I'm not quite sure what role I'd be doing now if it wasn't for the opportunity I had been provided with through the Graduate Trainee Programme. With the passion I have developed for my job throughout my career, I certainly can't see myself doing anything else.

Appendix 2 – Case Study IT

ICT Services has found the Work Ready apprentice scheme beneficial in supporting us in delivering the Council's Digital Transformation Strategy. This strategy which outlines the Council's digital priorities and aspirations and outlines what we plan to do to achieve our vision for a Digital Carmarthenshire, and in aiding us in supporting day to day requests from customers relating to their IT systems.

The apprentices spend time working across the Division, including:

- applications team developing websites and learning coding skills,
- technical delivery, supporting our network and data centres,
- Service delivery providing front line technical support direct to our customers
- IT Procurement team.

Over six years, we have accepted five apprentice from the scheme, with four having been successful in securing jobs within the department following the completion of their apprenticeships. Three are working in our front line support team as Digital Support Engineers, providing technical support to customers and working on our ICT Service Desk with the fourth working as an ICT Purchasing Officer in our busy ICT Procurement section. The fifth apprentice starting with us in September 2018 and has already settled well into the technical delivery team.

The IT industry is continuously evolving, with newer technologies being released and used at a faster pace than ever before. It is essential that we 'keep with the times' and the younger generation will be the technical experts and inventors of the future, supporting the digital worlds we will all live and come to rely on. It is fundamental that we as a service continue to support this scheme to ensure we plan for our future.

Appendix 3 – Transform, Innovate and Change Programme [TIC] –

Graduate Placement Scheme

- The schemes provides an opportunity for the Council's Graduate Trainees to gain experience of working with the Council's TIC team in support of the Council's change, efficiency and improvement objectives.
- All graduate trainees are offered the opportunity to spend a placement of around 3 to 4 months with the TIC team as part of their graduate trainee programme.
- For the graduates, this represents an opportunity to work on an exciting initiative which is looking to create significant change and transformation across the organisation. It will provide an opportunity to acquire and further develop a range of skills and broaden their knowledge and understanding of Council services through working on a number of corporate and service based projects.
- For the organisation, this will assist in bringing in additional skills and capacity into the TIC team to help deliver their challenging work programme.
- To date, five of the Graduate Trainees have taken up this opportunity and they all been very positive about their experience of working as part of the TIC Programme.

"I enjoyed my time working in the TIC team. I was involved in a variety of projects and I felt involved as I was working with different members of the team on different projects. It was good to have that variation and not just work on the same project all the time. I have learnt many new skills from working in TIC. Overall I had a great experience and the four months I was working in the TIC team went very quickly."

JR [Graduate Trainee Social Care Commissioning]

"I thoroughly enjoyed my time working with the TIC team with Carmarthenshire County Council. They tailored my workload to the skills that I needed to develop, and also gave me the opportunity to attend TIC reviews. This gave me an insight into how change methodology works. The team was very supportive, friendly and passionate. The whole experience really exceeded my expectations and without my time with the TIC team I would not have been considered for my current role."

MB [Graduate Trainee Electoral Services]

Appendix 4 – Case Study working with Environment Department

Following the Environment department's decision to recruit a number of graduates and apprentices over the last six months, a coordinated approach was developed in partnership with OD/HR to address and improve previous processes. The support the department received from our corporate partners was extremely effective and provided the department with a very positive and successful outcome to the recruitment process. This improvement was achieved through:

- Identifying service needs well in advance of recruitment;
- Arranging briefing sessions with recruiting managers;
- Creating value added profiles to ensure service needs were met;
- Creating a support programme for potential apprentices to upskill in relation to job applications;
- Competency based interviews and manager engagement;
- Coordinated supervision for apprentices at corporate and departmental level;
- Increase in number and quality of applications;
- Valuable support with preparation for job profiles; interview questions; undertaking interviews; feedback; training and development arrangements.

The department is very pleased with the success of this latest recruitment programme and hopes to continue with this partnership approach.

Appendix 5 – Work Ready Pay Variances 2019-20

ROUTE	LEVEL	DURATION	TYPE OF GRADE	GRADE	2018-19			2019-20			Existing Variance*
					SPINAL POINT	SALARY	TOTAL*	SPINAL POINT	SALARY	TOTAL*	
MA	2	18 MONTHS	FIXED	MA002	0	12,240	14,946	0	12,485	15,264	+318
MA	3	18 MONTHS	FIXED	MA003	0	12,240	14,946	0	12,485	15,264	+318
MA	4	24 MONTHS	FIXED	C	10	16,881	21,053	3	18,065	22,619	+1,566
MA	5	24 MONTHS	FIXED	C	14	17,681	22,105	5	18,795	23,580	+1,475
GT	6	24 MONTHS	FIXED	E	18	18,870	23,671	7	19,554	24,581	+910

* total includes NI and Sup.

Appendix 6 – Work Ready Pay Options 2019-20

Option A

ROUTE	LEVEL	DURATION	TYPE OF GRADE	OPTION A REVISED GRADE	Option A			Proposed Variance*
					SPINAL POINT	SALARY	TOTAL*	
MA	2	18 MONTHS	FIXED	MA002	0	12,485	15,264	+318
MA	3	18 MONTHS	FIXED	MA003	0	12,485	15,264	+318
MA	4	24 MONTHS	FIXED	MA004	0	15,839	19,684	-1,369
MA	5	24 MONTHS	FIXED	C	1	17,364	21,695	-410
GT	6	24 MONTHS	FIXED	D	6	19,171	24,076	+405

* total includes NI and Sup.

Option B

ROUTE	LEVEL	DURATION	TYPE OF GRADE	OPTION B REVISED GRADE	Option B			Proposed Variance*
					SPINAL POINT	SALARY	TOTAL*	
MA	2	18 MONTHS	FIXED	MA002	0	12,485	15,264	+318
MA	3	18 MONTHS	FIXED	MA003	0	12,485	15,264	+318
MA	4	24 MONTHS	FIXED	A	1	17,364	21,695	+642
MA	5	24 MONTHS	FIXED	C	4	18,426	23,095	+990
GT	6	24 MONTHS	FIXED	D	6	19,171	24,076	+405

* total includes NI and Sup.

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Executive Board 23rd September 2019

Subject: Amended Swansea Bay City Deal Joint Committee Agreement

Purpose: To seek endorsement of amendments to the Swansea Bay City Deal Joint Committee Agreement.

Recommendations / key decisions required:

- endorse the amendments to the Joint Committee Agreement as set out in the Appendix 1 and 2
- authorise the chief legal officer to enter into a deed of variation to effect the changes to the Joint Committee Agreement

Reasons:

In December 2018 the UK and Welsh Governments announced that an independent review would be carried out into the Swansea Bay City Deal. An internal review by the region was also announced and undertaken simultaneously.

Findings of both reviews were accepted by the Joint Committee in March 2019 and include recommendations which require amendments to the original Joint Committee Agreement, which was endorsed in July 2018. Further progression of the City Deal is dependent on achievement of the review recommendations which the amendments detailed in this report and attached appendices address.

Relevant scrutiny committee to be consulted: N/A

Exec Board Decision Required: YES

Council Decision Required: YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr Emlyn Dole - Leader

Directorate

Name of Head of Service:
Jason Jones

Designations: Interim Head of
Regeneration

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EXECUTIVE SUMMARY

Executive Board

23rd September 2019

AMENDMENT TO THE SWANSEA BAY CITY DEAL JOINT COMMITTEE AGREEMENT

1. BRIEF SUMMARY OF PURPOSE OF REPORT

The Agreement for the Establishment of a Joint Committee for the Swansea Bay City Region together with governance arrangements was endorsed by all four regional Councils in July 2018.

In December 2018 the UK and Welsh Governments announced that an independent review would be carried out into the Swansea Bay City Deal. The Review by Actica Consulting Ltd dated 26 February 2019 made recommendations to improve the deliverability of the outcomes of the Deal and those recommendations were considered by the Joint Committee on 28 March 2019.

On 14 December 2018 the Joint Committee commissioned an internal review into the governance arrangements with Pembrokeshire County Council leading on the review with support from senior auditors. Terms of Reference for the review were agreed and the review report from the Internal Review team was considered by the Joint Committee on 28 March 2019.

Having considered both reviews the Joint Committee resolved that all recommendations be accepted and implemented. As a consequence the amendments detailed in the attached appendix will need to be made to the Joint Committee Agreement to reflect governance changes. The changes were agreed by the Joint Committee on Tuesday 30th July 2019.

2. OTHER OPTIONS AVAILABLE AND THEIR PROS AND CONS

There are currently no alternative options of the scale of the City Deal, particularly with the current situation around Brexit and EU funds. The £1.3 billion City Deal investment programme provides a once in a generation opportunity to increase prosperity and opportunity in the urban and rural areas across Carmarthenshire, Neath Port Talbot, Pembrokeshire and Swansea.

Through an innovative private and public partnership, the Swansea Bay City Deal will considerably boost growth in sectors including digital enterprise, life science and well-being, smart manufacturing and sustainable energy production. The Deal will also work to ensure that our current and future workforces are equipped with the skills, knowledge and experience to take advantage of opportunities created through the City Deal. This will help build the region for local people and local businesses as the major projects unfold.

DETAILED REPORT ATTACHED?

YES

**Appendix A – Summary of amendments to JCA.
Appendix B – Amended Joint Committee Agreement.
Appendix C – Review recommendations and JCA Revisions
Appendix D – SBCD Programme Director – Job Description**

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jason Jones

Interim Head of Regeneration

Policy, Crime & Disorder and Equalities YES	Legal YES	Finance YES	ICT YES	Risk Management Issues YES	Staffing Implications YES	Physical Assets NONE
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1. Policy, Crime & Disorder and Equalities

The Swansea Bay City Deal is an excellent example of working in partnership with other councils, universities and education providers, health boards, UK and Welsh Governments, and the business community. It demonstrates what collaboration and joined-up thinking can achieve for our citizens.

The Well-being of Future Generations (Wales) Act 2015 - the City Deal is a good example of the 5 Ways of Working promoted by the Act and will make a significant contribution to the 7 well-being goals.

The City Deal is a 15 year programme which provides an opportunity to address persistent challenges such as climate change, poverty, inequality, jobs and skills and rurality in a transformational and preventative way.

It is also an opportunity for the 4 authorities to demonstrate how they are using the 5 Ways of Working to maximize their contribution to the well-being goals required under the Act, through a major public and private investment programme.

2. Legal

The Swansea Bay City Deal Joint Committee shall be governed by the provisions of the Joint Committee Agreement. The terms of the Joint Committee Agreement commits Carmarthenshire County Council to discharge its responsibilities to meet the requirements of the Heads of Terms document signed on 20th March, 2017.

3. Finance

The Accountable Body function, including the lead Section 151 Officer role, will continue to be fulfilled by Carmarthenshire County Council. Carmarthenshire County Council will also fulfil pay and rations functions for the Programme Director and Programme Management Office however these functions will report directly to the Joint Committee. The Programme Management Office will be based in the Beacon, Llanelli. All costs associated with the Programme Management Office will be recovered from the City Deal Programme Budget

The requirement for each Local Authority to contribute £50k per annum over 5 years remains plus equivalent to 1.5% top slice of the City Deal allocation (Government funding) to cover the operating costs of the Accountable Body and Programme Management Office functions.

4. ICT

Carmarthenshire County Council as employing authority for the Programme Director and Programme Management Office will be responsible for supplying ICT equipment and support to these officers.

5. Risk Management Issues

A detailed Programme Risk Register has been developed for the Swansea Bay City Deal Programme and will be managed, revised and updated by the Regional / Programme Management Office. The risk register will be updated on a quarterly basis or as otherwise required. The programme board will review the risk register at each meeting and escalate key risks to the attention of Joint Committee via a risk register summary which will be tabled at each Joint Committee meeting.

7. Staffing Implications

Carmarthenshire County Council, as Accountable Body for the Swansea Bay City Deal, will recruit and provide pay and rations for the functions of the Accountable Body, Programme Director and Programme Management Office.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below
Signed: Jason Jones Interim Head of Regeneration

1. Scrutiny Committee n/a

2. Local Member(s)

A report on the SBCD City Deal proposals went through the political process in February 2017 with Full Council Approval received in March 2017. In July 2018 the original Joint Committee Agreement was endorsed by full Council.

A member's seminar on the City Deal was held on the 7th June 2019.

3. Community / Town Council n/a

4. Relevant Partners

The original Joint Committee Agreement was endorsed by each of the four local authorities in July 2018.

The Joint Committee agreed the changes to the Joint Committee Agreement as detailed in these reports on 30th July 2019.

5. Staff Side Representatives and other Organisations

The Swansea Bay City Deal Section 151 Officer and Monitoring Officers and legal colleagues from all four local authorities have been involved in the development of the amendments detailed in this report.

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report: THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
ACTICA Consulting Review – Feb 2019		Available from the Regional Office
Internal SBCD Review – March 2019		Available from the Regional Office

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Summary Report

Amendments to the Swansea Bay City Deal Joint Committee Agreement



- With a view to assisting the Joint Committee attached at Appendix 1 is a Schedule setting out the recommendations of both reviews and the associated amendments to the Joint Committee Agreement. The amendments have been reported to the Programme Board. An amended and tracked change Joint Committee Agreement is at Appendix 2.
- The main change is at Clause 6 which amends the Agreement to reflect the proposed appointment of an independent Programme Director and to replace the Regional Office with a Portfolio Management Office. The Programme Director is to report to and be directly accountable to the Joint Committee. The Job Description for the Programme Director is included within Schedule 14 and the role of the Portfolio Management Office will be included upon the appointment of the Programme Director.
- Clause 6.2 sets out the redistributed roles and functions which will act as a check and balance for the Swansea Bay City Deal governance arrangements as follows;
 - Carmarthenshire County Council – Accountable Body and Section 151 officer function. [retained]
 - The Council of the City and County of Swansea – Monitoring Officer function and Democratic services. [acquired from CCC]
 - Neath Port Talbot County Borough Council – Scrutiny function [retained]
 - Pembrokeshire County Council – Audit function [retained]
- Additional duties of the Accountable Body have been inserted at Clause 7. Clause 7.1(g) adds to the duties of the Accountable Body by including a duty to report to the Joint Committee on a quarterly basis detailing the amount of grant monies and council contributions received, how allocated and distributed and details of any internal charges. Clause 7.1(l) provides that the Accountable Body costs must be reported to the Joint Committee before the commencement of each financial year for agreement.
- Clause 9.3 is a standard indemnity clause which has been added as the Programme Director is directly accountable to the Joint Committee although is an employee of Carmarthenshire County Council.
- Clause 12 sets out the process for funding projects and includes a change to clause 12(g) which sets out the role of the ESB in the process. In line with the recommendations of the Internal Review reference is made to the new terms of reference of the ESB which is found at Schedule 6. In addition Clause 12.9 provides that the process for funding projects should take no longer than 6 calendar months.

- Clause 19.4 has been amended to include reference to top slicing for clarity.
- The Terms of Reference of the Joint Committee at Schedule 1 have been amended to include additional functions namely:
 - Consideration and approval of project business cases;
 - Agreeing internal recharges;
 - Consideration of Joint Scrutiny recommendations;
 - Oversee and manage the Programme Director;
 - Approving any Programme Director reports.
- Clause 5 – Voting has also been amended to include casting vote of vice chair in event the Chair is absent.
- Schedule 2 relating to the Programme Board has been amended to include the additional role of ensuring that the Programme Director and Portfolio Management Office undertakes a detailed analysis of the financial viability, deliverability and risk to the programme of the business cases prior to their being submitted to the Joint Committee.
- The Internal Review focuses on the role of the Economic Strategy Board. As a result of the Review the purpose of the Economic Strategy Board has been amended at Schedule 6 to include:
 - Oversight of business case production;
 - Consideration of regional added value;
 - Identification of opportunities for investment;
 - Production of a summary report of issues considered by the ESB to be annexed to the submission of any business cases.
- Also in line with the Review recommendations to limit the membership to the private sector the membership has been amended to delete the higher education/further education and life sciences/well-being representatives and Leaders of the Councils. This should enable focus to be on consideration of the commercial case and identification of investment opportunities.
- The quorum for the Joint Committee set out in Schedule 1 terms of reference for the Joint Committee has been amended from four to three representatives of the four Councils. In addition clause 5.1 of Schedule 1 has been added to ensure that where decisions are made relating to a specific project quorum must include a representative of the Council involved in that project.
- The terms of reference at Schedule 12 of the Joint Scrutiny Committee do not provide for scrutiny of individual Authorities projects'. The Internal Review commented that this detracts from the Regional approach of the Swansea Bay City Deal. Therefore Clause 2.2 has been amended to provide that where there is potential to impact materially on the overall portfolio of the City Deal projects and the constituent scrutiny committee agrees then the matter may be considered by the Joint Scrutiny Committee.

DATED

2018

(1) CARMARTHENSHIRE COUNTY COUNCIL

and

(2) NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

(3) PEMBROKESHIRE COUNTY COUNCIL

(4) THE COUNCIL OF THE CITY AND COUNTY OF SWANSEA

**AGREEMENT FOR THE ESTABLISHMENT OF A JOINT COMMITTEE FOR THE
SWANSEA BAY CITY REGION**

Geldards
law firm

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THIS AGREEMENT IS MADE ON

2018

BETWEEN:

- (1) **Carmarthenshire County Council of County Hall**, Carmarthen, Carmarthenshire SA31 1JP (“Carmarthenshire”); and
- (2) **Neath Port Talbot County Borough Council** of Port Talbot Civic Centre, Port Talbot SA13 1PJ (“Neath”); and
- (3) **Pembrokeshire County Council** of County Hall, Haverfordwest, Pembrokeshire SA61 1TP
- (4) **The Council of the City and County of Swansea** of Civic Centre, Oystermouth Road, Swansea SA1 3SN

(together referred to as “the Councils”)

WHEREAS:

- (A) The Councils have agreed to work together in order to discharge their obligations to one another, the Welsh Government and the United Kingdom Government (“UK Government”) to promote and facilitate projects funded under the Swansea Bay City Deal in order to further the growth of the Swansea Bay City Region which comprises the areas of the Councils.
- (B) The Councils have accordingly agreed to enter into this Agreement to document and regulate their respective rights and obligations to each other and to enable the Councils to work together to establish and to participate in a joint committee.
- (C) The Councils have agreed heads of terms with the UK Government and the Welsh Government which set out the key elements of the Swansea Bay City Deal the investment themes and the governance arrangements which the UK Government and the Welsh Government expect the Councils to apply to the Swansea Bay City Deal.
- (D) The Councils acknowledge that the Government Funding of £241 million shall be provided to the projects in the Swansea Bay City Deal for a 15 year period from the Commencement Date and shall be paid by the Welsh Government to the Accountable Body.
- (E) The Welsh Government has agreed to allow the Swansea Bay City Region to retain 50% of the additional yield in non-domestic rates generated by the projects in the Swansea Bay City Region and has agreed to support the Councils in enabling them to fund revenue costs of the Swansea Bay City Deal projects. This support will be provided by allowing Councils to utilise the flexibility in the funding methods provided by the Guidance on the Flexible Use of Capital Receipts and reserves (documents appended at Schedule 11)
- (F) The Councils acknowledge that the Accountable Body may pay the Government Funding to the Delivery Lead or the Project Authority Lead as appropriate for the relevant project in the Swansea Bay City Deal.

- (G) The Councils acknowledge that the Government Funding is subject to the following conditions: entry into this Agreement by the Councils; satisfying the Government Reviews; further Funding Conditions approved by the Councils; and approval of the Implementation Plan.
- (H) The Councils acknowledge that the Regional Learning and Skills Partnership for South West and Mid Wales shall have a central role to play in leading on the strategic approach to the delivery of employment and skills in the region.

IT IS AGREED AS FOLLOWS:

1. Interpretation

1.1 The following definitions and rules of interpretation apply in this Agreement:

“Accountable Body” the Council appointed under clause 6.1 of this Agreement who shall be responsible for receiving and distributing funds for and on behalf of the Councils in relation to the Swansea Bay City Deal and whose duties are set out in clause 7;

“Accountable Body Costs” the operational and management costs incurred by the Accountable Body in carrying out its role of Accountable Body;

“Accounting Period” those periods set out in 0 as may be amended from time to time in accordance with the terms of this Agreement;

“this Agreement” this agreement entered into by Carmarthenshire County Council, Neath Port Talbot County Borough Council, Pembrokeshire County Council and the Council of the City and County of Swansea ;

“Allocated Sum” the funding allocated to a project in the Swansea Bay City Deal as recorded in its Project Business Case and in Schedule 7 to this Agreement subject to approval of the Project Business Case

“Annual Costs Budget” the approved annual costs budget held by the [Portfolio Management](#) Office for and on behalf of the Councils in relation to the payment of any Accountable Body Costs, Economic Strategy Board Costs, Joint Committee Costs (including Joint Scrutiny Committee Costs, Programme Board Costs and [Portfolio Management](#) Office Costs) in accordance with this Agreement;

“Applicable Law” means all applicable laws, statutes, regulations, regulatory requirements, guidance and codes of practice in any relevant jurisdiction as amended,

	updated or replaced from time to time, including the Data Protection Laws;
“Business Day”	any day other than a Saturday or Sunday or a public or bank holiday in Wales;
“Commencement Date”	the date of this Agreement;
“Conditions Longstop Date”	the date agreed by the Joint Committee by when the Funding Conditions must be agreed by the Councils;
“Confidential Information”	all know-how and other information relating to the business, affairs or methods of all or any Council and any other participant in the Swansea Bay City Deal and any applicant for funding from the Swansea Bay City Deal, which is contained in or discernible in any form whatsoever (including without limitation software, data, drawings, films, documents and computer-readable media) whether or not marked or designated as confidential or proprietary or which is disclosed orally or by demonstration and which is described at the time of disclosure as confidential or is clearly so from its content or the context of disclosure;
“Co-opted Body”	a body from which a representative is co-opted as a non-voting member of the Joint Committee in accordance with Schedule 1;
“Co-opted Member Protocol”	the protocol agreed by the Councils specifying the standard of conduct required of co-opted members of the Joint Committee;
“Council Contribution”	the funding provided by each Council to the Annual Budget Costs as set out in clause 19;
“Councils”	Carmarthenshire County Council, Neath Port Talbot County Borough Council, Pembrokeshire County Council and the Council of the City and County of Swansea and “Council” shall be construed accordingly;
“Councils’ Obligations”	the obligations set out in clause 3;
“DPA”	the Data Protection Act 2018 ;
“DP Regulator”	any governmental or regulatory body or authority with responsibility for monitoring or enforcing compliance with the Data Protection Laws;
“Data”	any data, document, code, information, Personal Data in connection with this Agreement;
“Data Incident”	the reasonable suspicion of, discovery by, or notice to a party that (a) Data has been or is likely to be accessed or obtained by an unauthorised person; or (b) a party’s systems have been or are likely to be compromised or

vulnerable; or a person has threatened the unauthorised access to or obtaining of any Data;

“Data Protection Laws”

any applicable laws and regulations in any relevant jurisdiction relating to privacy or the use or processing of Personal Data relating to natural persons, including: (a) EU Directives 95/46/EC and 2002/58/EC (as amended by 2009/139/EC) and any legislation implementing or made pursuant to such directives, including the Data Protection Act 2018 (the “DPA”) and the Privacy and Electronic Communications (EC Directive) Regulations 2003; and (b) from 25 May 2018 EU Regulation 2016/679 (“GDPR”); (c) [the DPA](#) (d) the Regulation of Investigatory Powers Act 2000 and the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000;

“Data Subject”

shall have the meanings set out in the DPA;

“Delivery Lead”

the organisation responsible for the preparation and submission of the Project Business Case for and delivery of each project as set out in the Implementation Plan;

“Economic Strategy Board”

the board established in accordance with clause 17 and Schedule 6;

“Economic Strategy Board Costs”

the operational and management costs of the Economic Strategy Board;

“FOI Legislation”

the Freedom of Information Act 2000 and subordinate legislation made under this and the Environmental Information Regulations 2004

“Funding Conditions”

any conditions imposed by the UK Government or the Welsh Government for the release of the Government Funding to be signed by the Accountable Body;

“Government Funding”

funding of £241 million to be made available to the Swansea Bay City Deal from the UK Government and the Welsh Government consisting of £115.6 million from the UK Government and £125.4 million from the Welsh Government;

“Government Review”

an examination carried out by the UK Government and Welsh Government jointly once a year of projects in the Swansea Bay City Deal in order to assess the progress and likelihood of the Councils’ successful delivery of the Swansea Bay City Deal such reviews to take place no more than once in each calendar year during the currency of this Agreement;

“IP Material”

the Intellectual Property in the Material;

“Implementation Plan”	the implementation plan agreed by the Joint Committee setting out the activities that shall support the delivery of the Swansea Bay City Deal;
“Intellectual Property”	patents, rights to inventions, copyright and related rights, trade-marks, trade names and domain names, rights in get-up, rights in goodwill or to sue for passing off, rights in designs, rights in computer software, database rights, rights in confidential information (including know-how and trade secrets), and any other intellectual property rights, in each case whether registered or unregistered and including all applications (or rights to apply) for, and renewals or extensions of, such rights and all similar or equivalent rights or forms of protection which may now or in the future subsist in any part of the world;
“Internal Costs”	the costs associated with each Council providing internal Council resources in relation to the Swansea Bay City Deal which includes but is not limited to: staffing costs and associated overheads; project management; technical and administrative support; communications; costs incurred in respect of managing Requests for Information;
<u>“Joint Appointment Committee”</u>	<u>a joint appointment committee established by the Councils and comprising the leaders of each Council and non executive members as agreed with the purpose of undertaking a selection process for the Programme Director and any other post as specified by the Joint Committee;</u>
“Joint Committee”	a committee of elected members from the Councils which shall be responsible for ensuring and overseeing the delivery of the functions set out in Schedule 1 (Terms of Reference of the Joint Committee) with a view to securing their more efficient, economical and effective discharge;
“Joint Committee Costs”	the operational and management costs of the Joint Committee;
“Joint Committee Meeting”	a meeting of the Joint Committee;
“Joint Committee Withdrawal Notice”	a notice issued by one of the Councils in accordance with clause 22 to give notice of its withdrawal from the Swansea Bay City Deal and this Agreement;
“Joint Scrutiny Committee Costs”	the operational and management costs of the Joint Scrutiny Committee
“Local Authority”	a principal council as defined in section 270 of the Local Government Act 1972 or any body established as a successor of a principal council;

“Material”	all data, text, graphics, images and other materials or documents created, used or supplied by a Council in connection with this Agreement unless before the first use or supply the Council notifies the other Councils that the data, text supplied is not to be covered by this definition;
“Personal Data”	shall have the meanings set out in the DPA and shall also include “Personal Information” classified as “personal information” or “personally identifiable information” or similar term under the Applicable Law governing a person’s processing of personal information about an individual;
“Powers”	<p>the powers of Welsh local authorities under:</p> <p>(i) 101, 102, 111, 112 and 113 of the Local Government Act 1972 and sections 19 and 20 of the Local Government Act 2000 and the regulations made under these Acts to make arrangements to discharge functions jointly and to employ staff and place them at the disposal of other local authorities;</p> <p>(ii) the powers in section 9 of the Local Government (Wales) Measure 2009 to collaborate;</p> <p>(iii) the well-being power in section 2 of the Local Government Act 2000;</p> <p>(iv) the incidental powers in section 111 of the Local Government Act 1972;</p> <p>(v) the powers in section 1 of the Local Authorities (Goods and Services) Act 1970 and section 25 of the Local Government (Wales) Act 1994 to provide services;</p> <p>(vi) all other powers them so enabling;</p>
“PR Protocol”	a protocol agreed by the Councils for the release of public statements and press releases relating to the Swansea Bay City Region
“Programme Board”	the board established in accordance with clause 16 and Schedule 2 for the purpose of implementing the Swansea Bay City Deal and the Councils’ obligations in relation to the Swansea Bay City Deal;
“Programme Board Costs”	the operational and management costs of the Programme Board;
<u>Programme Director</u>	<u>the regional post to be appointed in accordance with clause 6 and Schedule 14;</u>

“Project Authority Lead”	the Council responsible for the Government Funding element of funding for each project as set out in clause 12 and the Implementation Plan
“Project Business Case”	a document setting out details of a project proposed for inclusion in the Swansea Bay City Deal and explaining why it should be included in the Swansea Bay City Deal;
“Project Conditions”	the project funding conditions proposed by the Welsh Government or the UK Government for each project as referred to in clause 12;
“<u>Portfolio Management Office</u>”	the portfolio management office established by the Councils to manage the Swansea Bay City Deal the duties of which are set out in Schedule 15 ;
“<u>Portfolio Management Office Costs</u>”	the operational and management costs of the Portfolio Management Office ;
“<u>Portfolio Management Office Costs Budget</u>”	the budget for the Portfolio Management Office Costs ;
“Regional Project”	a project located in the area of more than one of the Councils;
“Regional Project Delivery Lead”	the organisation responsible for preparation and submission of the Project Business Case for and delivery of a Regional Project;
“Resolution”	a decision taken by or on behalf of one of the Councils in compliance with that Council’s constitution and scheme of delegation;
“Shadow Board”	a board of representatives of the Councils who took provisional decisions on matters relevant to the Swansea Bay City Deal before the establishment of the Joint Committee;
“Swansea Bay City Deal”	a programme supported by the UK Government and the Welsh Government and administered through the joint committee established in accordance with clause 4 of this Agreement to provide the Swansea Bay City Region and its partners with new ways of working and resources to unlock significant economic growth across the Swansea Bay City Region and with an opportunity to continue tackling the area’s barriers to economic growth through developing higher value sectors and higher value employment opportunities to match, increasing the number of businesses within these sectors to widen the economic base, and improving the region’s GVA level against the UK average;
“Swansea Bay City Region”	the administrative area covered by Carmarthenshire County Council, Neath Port Talbot County Borough

Council, Pembrokeshire County Council and City and County of Swansea Council for Local Authority services;

“Withdrawing Council”

a Council that has given notice of its intention to withdraw from the Swansea Bay City Deal and this agreement in accordance with clause 22

- 1.2 The headings are inserted for convenience only and shall not affect the construction of this Agreement.
- 1.3 Words importing one gender include all other genders and words importing the singular include the plural and vice versa.
- 1.4 A reference in this Agreement to any clause, paragraph or schedule is, except where it is expressly stated to the contrary, a reference to a clause or paragraph of or schedule to this Agreement.
- 1.5 Any reference to this Agreement or to any other document unless otherwise specified shall include any variation, amendment or supplements to such document expressly permitted by this Agreement or otherwise agreed in writing between the relevant parties.
- 1.6 Words preceding “include”, “includes”, “including” and “included” shall be construed without limitation by the words which follow those words unless inconsistent with the context, and the rule of interpretation known as “*eiusdem generis*” shall not apply.
- 1.7 Any reference to the title of an officer of any of the Councils shall include any person holding such office from time to time by the same or any title substituted thereafter or such other officer of the relevant Council as that Council may from time to time appoint to carry out the duties of the officer referred to.
- 1.8 The Schedules form part of this Agreement and shall have the same force and effect as if expressly set out in the body of this Agreement and references to this Agreement includes the Schedules.
- 1.9 References to “the parties” shall be to the parties to this Agreement.

2. Commencement and Duration

- 2.1 This Agreement shall commence on the Commencement Date and shall continue in force for fifteen years from the Commencement Date or until the earlier of the following dates:
 - (a) The condition subsequent set out in clause 2.2 (Condition Subsequent) is not satisfied or otherwise waived in writing by the Councils prior to the Conditions Longstop Date;
 - (b) All the Councils agree in writing to its termination; or
 - (c) There is only one remaining Council which has not withdrawn from this Agreement in accordance with clause 22 (Withdrawal from this Agreement).

2.2 The Condition Subsequent is that the Councils shall have approved the Funding Conditions before the Conditions Longstop Date.

3. The Councils' Obligations

3.1 The Councils agree to work together to carry into effect the Swansea Bay City Deal pursuant to and in accordance with this Agreement.

3.2 To that end the Councils shall develop, agree and promote the Swansea Bay City Deal and (without prejudice to the generality of that obligation) shall comply with their duties as set out at clauses 7 (Duties of the Accountable Body) and 8 (Duties of the other Councils). This is subject to the fiduciary financial and legal duties of each Council.

3.3 Without prejudice to the specific terms of this Agreement, the Councils further agree that they shall conduct their relationship:

(a) In accordance with the strategic aims of the Swansea Bay City Deal as follows:

- (i) The Internet of Economic Acceleration.
- (ii) The Internet of Life Science & Well-Being.
- (iii) The Internet of Energy.
- (iv) Smart Manufacturing.

and

(b) In accordance with the following principles:

- (i) Openness and trust: The Councils shall be open and trusting in their dealings with each other, make information and analysis available to each other, discuss and develop ideas openly and contribute fully to all aspects of making the joint working successful. The Councils shall embrace a commitment to transparency in their dealings and shall recognise the need to comply with statutory access to information requirements including FOI Legislation and supporting codes of practice.
- (ii) Commitment and drive: The Councils shall be fully committed to working jointly, shall seek to fully motivate employees and shall address the challenges of delivering the Swansea Bay City Deal with enthusiasm and a determination to succeed.
- (iii) Skills and creativity: The Councils recognise that each brings complementary skills and knowledge which they shall apply creatively to achieving the Councils' objectives, continuity, resolution of difficulties and the development of the joint working relationship and the personnel working within it. It is recognised that this shall involve the appreciation and adoption of common values.
- (iv) Effective relationships: The roles and responsibilities of each Council shall be clear with relationships developed at the

appropriate levels within each organisation with direct and easy access to each other's representatives.

- (v) Developing and adaptive: The Councils recognise that they are engaged in a potentially long term business relationship which needs to develop and adapt and shall use reasonable endeavours to develop and maintain an effective joint process to ensure that the relationship develops appropriately and in line with these principles and objectives.
- (vi) Reputation and Standing: The Councils shall pay the utmost regard to the standing and reputation of one another, and act with regard to each Council's own employer and member codes of conduct and shall not do or fail to do anything which may bring the standing or reputation of any other Council into disrepute or attract adverse publicity to any other Council.
- (vii) Reasonableness of decision making: The Councils agree that all decisions made in relation to this Agreement and the Swansea Bay City Deal shall be made by them acting reasonably and in good faith.
- (viii) Members and Officers' Commitments: Each Council shall use its reasonable endeavours to procure that their respective members and officers who are involved in the Swansea Bay City Deal shall at all times act in the best interests of the Swansea Bay City Deal, and act compatibly with regard to each Council's own employer and member codes of conduct, devote sufficient resources to deliver the Swansea Bay City Deal and respond in a timely manner to all relevant requests from the other Councils.

4. Establishment of a Joint Committee

- 4.1 In exercise of their Powers under sections 101(5) and 102 of the Local Government Act 1972, sections 19 and 20 of the Local Government Act 2000 and all other enabling powers the Councils hereby create a joint committee to be known as the Swansea Bay City Region Joint Committee with effect from the Commencement Date.
- 4.2 The Councils shall use their Powers in sections 101, 102, 111, 112 and 113 of the Local Government Act 1972, sections 2, 19 and 20 of the Local Government Act 2000, section 1 of the Local Authorities (Goods and Services) Act 1970, section 25 of the Local Government (Wales) Act 1994, section 9 of the Local Government (Wales) Measure 2009 and all other enabling powers available from time to time to facilitate their effective participation in the Joint Committee and the effective delivery of the Swansea Bay City Deal.
- 4.3 The terms of reference of the Joint Committee as at the date of signature of this Agreement are set out at Schedule 1 to this Agreement.
- 4.4 The Councils may from time to time vary the terms of reference of the Joint Committee and this shall be a matter reserved to the Councils. In the event that the Councils agree to vary the terms of reference of the Joint Committee they shall notify the Portfolio Management Office and the Portfolio Management Office shall arrange for Schedule 1 to this Agreement to be amended. The reservation to the Councils does not preclude the Joint

Committee from making recommendations to vary the terms of the reference where it considers they shall promote the Councils' Obligations.

- 4.5 The Joint Committee shall operate and conduct its business in accordance with the terms of this Agreement including the Terms of Reference of the Joint Committee as set out at Schedule 1 to this Agreement.
- 4.6 The Joint Committee shall not have power to approve any matter which has been reserved to the Councils as set out in 0 to this Agreement.
- 4.7 The Joint Committee may delegate functions to sub-committees and officers.
- 4.8 This Agreement is without prejudice to each Council's other powers and responsibilities for its area.

5. Arrangements for the discharge of functions

- 5.1 The Councils agree to use their powers under section 101(1) of the Local Government Act 1972, sections 19 and 20 of the Local Government Act 2000 and all other enabling powers to enter into arrangements under which the Joint Committee shall discharge on their behalf the functions set out in the terms of reference of the Joint Committee in Schedule 1 to this Agreement.
- 5.2 Each Council hereby represents and confirms to the other Councils that it has obtained all necessary consents sufficient to ensure the delegation of functions and responsibilities provided for by this Agreement.
- 5.3 Each Council warrants that entering into this Agreement and its participation in the Joint Committee is consistent with its own constitution.

6. Appointment of the Accountable Body

- 6.1 The Councils have agreed that with effect from the Commencement Date Carmarthenshire County Council shall act as the Accountable Body responsible for discharging the Councils' Obligations in relation to the Swansea Bay City Deal pursuant to and in accordance with this Agreement Carmarthenshire County Council shall act as the employer of the Portfolio Management | Office staff and Programme Director and shall have accountability for them. The Programme Director shall report to and be directly accountable to the Joint Committee.
- 6.2 The Joint Committee shall determine the appropriate functions under this Agreement in respect of the s151 officer, monitoring officer, democratic services, audit and scrutiny obligations as to whom such responsibilities shall lie with and shall notify the Welsh Government accordingly of this within 7 days of appointment. At the commencement of this Agreement responsibility for these functions are allocated as follows:-

Carmarthenshire County Council – Accountable Body and S.151 officer function

The Council of the City and County of Swansea – Monitoring Officer function and Democratic Services

Neath Port Talbot County Borough Council - Scrutiny function

Pembrokeshire County Council – Audit function

The Joint Committee shall give three months notice to all ~~Councils~~ Councils of any decision to change the responsibility for the functions set out in this clause.

6.16.3 If the Accountable Body defaults on any of the provisions of this Agreement and the Joint Committee decides that a replacement Accountable Body should be appointed or the Accountable Body withdraws pursuant to clause 22, then the Joint Committee shall appoint another Council as the Accountable Body with the consent of that Council such appointment to take effect when the withdrawal or termination takes effect or as soon as possible after that occurs.

6.26.4 If a replacement Accountable Body is appointed pursuant to clause 6.3 any reference to Carmarthenshire County Council in its capacity as the initial Accountable Body shall be read with reference to the replacement Accountable Body.

6.36.5 The Accountable Body shall act as the Accountable Body as set out in this Agreement and shall receive the Government Funding for and on behalf of the Councils and shall hold and manage such Government Funding in accordance with the terms of this Agreement. The Accountable Body shall receive the Councils' Contributions and shall hold and manage the Councils' Contributions in accordance with the terms of this Agreement.

6.6 If the Accountable Body is replaced as Accountable Body in accordance with clause 6.3 the Accountable Body shall comply with its duties in clause 7.2.

6.46.7 The Accountable Body (following an appointment selection process agreed and undertaken by a joint appointments committee to be established by the Councils) shall appoint a Programme Director on the employment terms and conditions of the Accountable Body to undertake the role identified in Schedule 14 of this Agreement who shall report at all times to the Chair of the Joint Committee and who shall oversee day to day operations of this Agreement and supervise the work of the Portfolio Management Office.

7. Duties of the Accountable Body

7.1 The Accountable Body shall:

- (a) Act diligently and in good faith in all its dealings with the other Councils.
- (b) Act with reasonable skill and care and in accordance with best practice.
- (c) Act in accordance with the principles and strategic aims of this Agreement and any applicable policies agreed by the Joint Committee.

- (d) Comply with any investigation by any statutory ombudsman or tribunal relating to the Swansea Bay City Deal.
- (e) Act as the primary interface with Welsh Government, UK Government and any other funding bodies necessary to discharge the Councils' Obligations.
- ~~(f)~~ Hold and release any Government Funding in relation to the Swansea Bay City Deal and only to use and release such funds as agreed in accordance with the terms of such funding and this Agreement.
- ~~(f)~~~~(g)~~ Report to the Joint Committee on a quarterly basis detailing the amount of grant monies and Council contributions received to date, how those monies have been allocated to specific posts and projects and distributed to the relevant Councils and details of any internal recharges made to the Councils.
- ~~(g)~~~~(h)~~ Comply with the Funding Conditions.
- ~~(h)~~~~(i)~~ Undertake the accounting and auditing responsibilities set out in this Agreement.
- ~~(i)~~ Employ the Portfolio Management Office staff and Programme Director
- ~~(k)~~ Cooperate with any reasonable requests of the Councils that host the scrutiny, monitoring officer, democratic services and audit functions.
- ~~(l)~~~~(l)~~ Report to the Joint Committee on the proposed budget for the Accountable Body costs, Economic Strategy Board costs, Joint Committee costs, Joint Scrutiny costs, Programme Board costs and Portfolio Management Office costs before the commencement of each financial year for agreement.

7.2 If the Accountable Body is replaced as Accountable Body in accordance with clause 6.3 the Accountable Body shall take any action required by any or all of the other Councils to allow another of the Councils to take on the role of Accountable Body and to allow the other Councils to continue with this Agreement and the Swansea Bay City Deal. Without prejudice to the generality of the foregoing the Accountable Body shall promptly:

- (a) Transfer any information which it holds in its role as Accountable Body to any person or body to whom the Chair of the Joint Committee instructs it to transfer;
- (b) Co-operate with the other Councils to identify whether the Portfolio Management Office staff shall transfer to the replacement Accountable Body and shall promptly facilitate any such transfer unless otherwise agreed by the Councils;
- (c) Transfer any other assets which it holds in its role as Accountable Body to any person or body to whom the Chair of the Joint Committee instructs it to transfer;

8. Duties of the Other Councils

8.1 The Councils other than the Accountable Body shall act diligently and in good faith in all their dealings with the Accountable Body and shall assist the Accountable Body to discharge the Councils' obligations in relation to

the Swansea Bay City Deal pursuant to and in accordance with this Agreement and all applicable legislation.

8.2 It is acknowledged and agreed that the obligations and liabilities of each Council shall bind any successor authority in the event of any local government reorganisation.

9. **Portfolio Management Office and Programme Director**

9.1 The roles and functions of the Portfolio Management Office and Programme Director are set out in Schedules 14 and 15 of this Agreement. The Accountable Body shall establish a Portfolio Management Office and employ a Programme Director following a selection process agreed and to be agreed undertaken by the Joint Appointment Committee, to be responsible for the day to day management of matters relating to the Joint Committee and the Swansea Bay City Deal. The Programme Director shall report to and be directly accountable to the Joint Committee. The Portfolio Management Office shall have day to day responsibility for managing the identification assessment approval monitoring and evaluation processes for interventions and projects. The Programme Director or Portfolio Management Office shall deliver all administrative functions necessary to the implementation of the Swansea Bay City Deal. The Portfolio Management Office shall maintain a register of interests of co-opted members of the Joint Committee and the Economic Strategy Board. The Portfolio Management Office shall provide monitoring reports to the Joint Committee and to the Economic Strategy Board. Persons employed to work in the Portfolio Management Office shall be employed by the Accountable Body

9.2 The Accountable Body shall be responsible for accommodating the Portfolio Management Office in accordance with arrangements approved by the Joint Committee.

9.29.3 The Councils acknowledge that the Accountable Body has responsibilities as employer of the Programme Director and the Portfolio Management Office staff. The Councils further acknowledge that the Programme Manager reports directly to and receives instructions from the Joint Committee. The Councils agree to share equally the costs and expenses of any liabilities and any and all claims, actions, proceedings, demands, liabilities, arising or accruing in respect of or in connection with any act or omission of the Programme Director or Portfolio Management Office arising as a result of any instruction given by the Joint Committee or otherwise save where those liabilities arise as a result of a negligent act or omission of the Accountable Body. The Accountable Body indemnifies the other Councils from and against any liabilities and any and all claims, actions, proceedings, demands, liabilities, losses, costs and expenses arising or accruing as a result of the Accountable Body's said negligent act or omission.

10. **Implementation Plan**

10.1 The Joint Committee shall approve the Implementation Plan at its first meeting which complies with the provisions of clause 10.2 below. The Implementation Plan in order to be adopted must also be approved by the Welsh Government and the UK Government which may be given either before or after it is considered for adoption by the Joint Committee.

- 10.2 The Implementation Plan shall set out the high level activities that shall support the delivery of the Swansea Bay City Deal and shall include details of the nature of each of the projects, their outcomes and benefits, key tasks and the indicative timeline and interdependencies between the projects.
- 10.3 The Joint Committee shall review the Implementation Plan annually. The first review shall take place no later than one year after the approval of the Implementation Plan. Reviews in later years shall take place no later than one year after the previous review.

11. Projects Funded by The Swansea Bay City Deal

- 11.1 The Swansea Bay City Deal shall fund local and regional projects in the following themes:
- (a) Internet of Economic Acceleration.
 - (b) Internet of Life Science and Wellbeing.
 - (c) Internet of Energy.
 - (d) Smart Manufacturing.
- 11.2 Details of the allocation of Government Funding, private and public funding and local government contributions for each project are set out at 0.
- 11.3 The proportion of the Government Funding shall be in accordance with the details set out at 0 unless the Councils agree to vary this.

12. Processes for Funding Projects

- 12.1 The Delivery Lead for projects in the Swansea Bay City Deal shall be as set out in the Implementation Plan.
- 12.2 The Project Authority Lead for projects in the Swansea Bay City Deal shall be as set out in the Implementation Plan.
- 12.3 In order to receive funding from the Swansea Bay City Deal every project must observe the following procedure:
- (a) The Delivery Lead must submit a Project Business case to the [Portfolio Management](#) Office in accordance with the Implementation Plan. The Project Business case shall include a Resolution of the [relevant](#) Project Authority Lead and all Councils in whose area the project shall take place that they approve the submission of the Project Business case.
 - (b) If one or more of the Councils does not approve the Project Business Case for a Regional Project for submission to the UK Government and the Welsh Government the Regional Project shall be referred directly to the Joint Committee for the Joint Committee to decide whether:
 - (i) Additional time is to be allowed to address concerns of the particular Council; or
 - (ii) A revised Project Business Case is to be prepared omitting the Council which does not approve in which case a revised Project

Business Case shall be resubmitted and approved in accordance with this clause 12; or

- (iii) Whether a project is no longer viable and should no longer be progressed in which case clause 12.6 shall be followed.
- (c) All Project Business Cases for projects to be considered for funding from the Swansea Bay City Deal must meet the requirements of extant guidance from the UK and Welsh Governments which at the Commencement Date of this Agreement is guidance on the preparation of “five case business models” and accordingly every Project Business Case must include full details of:
 - (i) The strategic case (strategic fit and clear investment objectives)
 - (ii) The economic case (optimising value for money)
 - (iii) The commercial case (attractiveness to the market and procurement arrangements)
 - (iv) The financial case (affordability – including the contributions to be made by other public and private sector partners and the basis for them); and
 - (v) The management case (deliverability – including confirmation of decisions made and required by the governance arrangements of third party funders of a project - and plans for delivery)
- (d) Upon receipt of a Project Business case the Portfolio Management Office shall assess the quality and financial profile of the Project Business Case and shall pass a copy of the Project Business Case to the UK Government and the Welsh Government to carry out their own assessments of the Project Business Case.
- (e) If the Programme Director is not satisfied with the quality of the Project Business Case (in accordance with the criteria agreed with the Joint Committee) it shall return the Project Business Case to the Delivery Lead and notify the Project Authority Lead. The Project Authority Lead shall request all Councils involved in the project to pass any resolutions necessary to agree to amendments of the Project Business Case. The Project Business Case shall be amended as necessary and resubmitted.
- (f) When the Portfolio Management Office is satisfied with the Project Business Case it shall send the Project Business Case to: the Programme Board with a request for the Programme Board to analyse the financial viability, deliverability and risk of the proposal and make a recommendation on whether or not the business case should proceed.
- (g) When the Portfolio Management Office has received a recommendation from the Programme Board it shall send the Project Business Case to the Economic Strategy Board with a request for the Economic Strategy Board to assess the Project Business Case against the strategic aims and objectives of the Swansea Bay City Deal and make a recommendation on whether or not the Project Business Case should proceed. who will assess in line with their terms of reference set out in Schedule 6 including the production of a summary report to be annexed to the business case prior to submission to the Joint Committee. The Economic Strategy Board

shall ~~make its recommendation to the Portfolio Management Regional Officer report~~ within one month of receiving the Project Business case. In the absence of any ~~recommendation report~~ within such timescale the Portfolio Management Office shall be permitted to submit the recommendation ~~for from~~ the Programme Board to the Joint Committee for consideration.

- (h) The Portfolio Management Office shall submit the recommendations from the Programme Board and the Economic Strategy Board to the Joint Committee.
 - (i) The Joint Committee shall consider the Project Business Case and the recommendations of the Programme Board and the Economic Strategy Board and decide whether or not to approve the project for submission to the UK Government and the Welsh Government for approval by the UK Government and the Welsh Government for the release of Government Funding for the project
 - (j) If the Joint Committee approves a project for submission to the UK Government and the Welsh Government it shall request the Project Authority Lead and all Councils in whose areas the project shall take place consider and approve the Project Conditions proposed by the Welsh Government for the project. Upon approval of the Project Conditions the Joint Committee shall direct the Accountable Body to release the Government Funding for that element of the project.
 - (k) If the Joint Committee does not approve a project for submission to the UK Government and the Welsh Government or the Council or Councils in whose area the project shall take place does not approve the submission the Joint Committee shall inform the Portfolio Management Office and the Portfolio Management Office shall inform the Economic Strategy Board, the Programme Board, the Delivery Lead and the Project Authority Lead. The Joint Committee shall decide whether a revised Project Business Case shall be prepared or whether the project should no longer be progressed in which case the process in clause 12.6 shall be followed.
- 12.4 The Project Authority Lead shall be responsible for ensuring compliance with the Project Conditions imposed by the Welsh Government. Government Funding paid to any project must not exceed the amount allocated to the project in accordance with the Implementation Plan or as otherwise agreed by the Joint Committee.
- 12.5 If a Council wishes to withdraw from a project in the Swansea Bay City Deal, it shall do so in accordance with any funding agreement into which it has entered for the project and shall notify the Portfolio Management Office.
- 12.6 The Councils may agree to withdraw a project identified in the Implementation Plan and to replace it with another project or to change the Project Authority Lead for a project in the Implementation Plan in accordance with the following process as set out in Schedule 10 to this Agreement:
- (a) The Project Authority Lead responsible for the project which is to be withdrawn or given a change of Project Authority Lead must inform the Portfolio Management Office of the need for the project to be withdrawn or given a change of Project Authority Lead. If the Project Authority Lead informs the Portfolio Management Office of the need for a project to be

withdrawn the Project Authority Lead may propose a new project to take the place of the project to be withdrawn.

- (b) The Portfolio Management Office shall inform the Programme Board of the need for the project to be withdrawn or given a change of Project Authority Lead. The Portfolio Management Office shall also provide the Programme Board with details of any proposal for a new project from the Project Authority Lead which has informed the Portfolio Management Office of the need to withdraw a project in accordance with clause 12.6(a).
- (c) The Programme Board shall review the financial implications of the proposed withdrawal of a project or change of Project Authority Lead including consideration of abortive costs and any proposal for a new project in accordance with clause 12.6(a) and submit a report to the Economic Strategy Board.
- (d) The Economic Strategy Board shall consider the implications of the proposed withdrawal of a project or change of Project Authority Lead and any proposal for a new project in accordance with clause 12.6(a). The Economic Strategy Board shall provide recommendations to the Joint Committee on whether the new project proposed in accordance with clause 12.6(a) should replace the project to be withdrawn and if not the process for selecting new projects or reallocation of funding.
- (e) The Joint Committee shall consider the recommendations of the Economic Strategy Board and decide whether the new project proposed in accordance with clause 12.6(a) should replace the project to be withdrawn or whether there should be a bidding process for a new project for the Swansea Bay City Deal or reallocation of funding to another project in the Swansea Bay City Deal.
- (f) The Portfolio Management Office shall notify the Welsh Government and the UK Government of the decision of the Joint Committee and seek their approval for the release of Government Funding for the new project.
- (g) On receipt of the Welsh Government and UK Government approval the Portfolio Management Office shall, depending on the decision of the Joint Committee:
 - (i) Direct the Accountable Body to reallocate any funds in accordance with the Joint Committee decision to replace the project or reallocate and notify the relevant Project Authority Lead(s) and Delivery Lead(s); and/or
 - (ii) Commence a bidding process by inviting the Councils to submit strategic outline cases for Government Funding for replacement projects.
- (h) The Programme Board and the Economic Strategy Board shall assess the strategic outline cases and make recommendations to the Joint Committee as to which Councils should be invited to submit outline business cases in respect of which projects.
- (i) The Joint Committee shall consider the recommendations of the Programme Board and the Economic Strategy Board and may invite one or more of the Councils to submit outline business cases for replacement projects in the Swansea Bay City Deal.

- (j) The Joint Committee shall consider the outline business cases and may invite one or more of the Councils to submit full business cases for replacement projects in the Swansea Bay City Deal.
 - (k) If a Council submits a full business case for a replacement project in the Swansea Bay City Deal this shall be considered for funding from the Swansea Bay City Deal in accordance with the process set out in clauses 12.3(a) to 12.3(k).
- 12.7 A diagram representing the process for approving business cases is set out at 0.
- 12.8 Diagrams representing the process for the flow of finances to local projects and Regional Projects in the Swansea Bay City Deal are set out at 0. Funding shall be released from the Accountable Body on a project by project basis. Allocation shall be based on 1/15 of the Allocated Sum per project. No funding shall be released from the Accountable Body until the Project Business Case is approved. If project approval is delayed and funding not released in 2018/19 the release in future years shall be greater than the 1/15 allocated subject to the equivalent level of expenditure being incurred until funding is back in line with the 1/15 allocation. This profile shall be agreed with the Accountable Body when the Project Business Case is agreed with the Welsh Government.
- 12.9 It is intended that the process identified in clause 12.3 and 12.6 shall take no longer than six (6) calendar months.

13. Borrowing

- 13.1 Each Council shall be responsible for borrowing to provide funding or otherwise securing funding for projects located in its own area.
- 13.2 The Councils may agree that borrowing for a Regional Project should be made by all the Councils equally or in proportions agreed by the Councils or that borrowing should be carried out by one Council on behalf of the other Councils if they so agree. The decisions as to whether borrowing for any project shall be carried out by one Council on behalf of the other Councils and the proportions shall be determined by the Councils as a matter reserved to the Councils.

14. Funding from other bodies

- 14.1 If any body other than the Councils, the UK Government or the Welsh Government provides funding for a project funded by the Swansea Bay City Deal the Project Authority Lead may decide to enter into a funding agreement with the body providing funding or with the Delivery Lead.
- 14.2 If a project is located in the areas of more than one Council that project shall be regarded as a Regional Project. The Councils shall agree which Council may enter into a funding agreement with the body providing funding for a Regional Project or with the Regional Project Delivery Lead. This decision shall be a matter reserved to the Councils.
- 14.3 The retention of 50% of the additional net yield of non-domestic rates from projects in the Swansea Bay City Deal shall be applied across the Swansea Bay City Region proportionate to the Swansea Bay City Deal projects

subject to the method of ascertaining the proportions to be determined by the Joint Committee at the relevant time.

15. Sub-committees

15.1 The Joint Committee shall establish the membership and terms of reference for any sub-committees or sub-groups which it establishes and may dissolve such sub-committees or sub-groups. Sub-committees to which the Joint Committee delegates functions are bound by the provisions of this Agreement regulating the taking of decisions by the Joint Committee. The Joint Committee may create additional sub-committees from time to time as it sees fit.

16. Programme Board

16.1 The Joint Committee shall establish a Programme Board (“PB”) which shall report to the Joint Committee. The Programme Board shall have the terms of reference set out at Schedule 2.

17. Economic Strategy Board

17.1 The Joint Committee shall facilitate the establishment of an Economic Strategy Board (“ESB”). The Economic Strategy Board shall have the terms of reference set out at 0. The process for recruitment of the Economic Strategy Board’s membership shall be approved by the UK and Welsh Governments.

18. Commitment of the Councils

18.1 Subject to clause 22 the Councils agree and undertake to commit to the Swansea Bay City Deal in accordance with the terms of this Agreement.

19. Costs

19.1 Three Year and Annual Budget

(a) The Joint Committee shall agree a budget for the Accountable Body costs, Economic Strategy Board Costs, Joint Committee Costs, Joint Scrutiny Committee Costs, Programme Board Costs and Portfolio Management Office Costs on a rolling 3 year basis. The Joint Committee shall review this budget annually and before the commencement of each financial year and shall agree the Annual Costs Budget each year with year 1 being confirmed and years 2 and 3 being indicative.

19.2 Internal Costs

(a) The Internal Costs incurred by each Council for a project in its own area shall be borne in the first instance by the Council providing that internal resource but may subsequently be included as costs within a Project Business Case.

(b) If the Portfolio Management Office undertakes work to assist the development of an individual project the costs incurred may be included in the Project Business Case.

- (c) All Internal Costs for a Regional Project shall be agreed by the Regional Lead Body.

The Internal Costs incurred for a Regional Project shall be paid by the Project Authority Lead for the project. The Project Authority Lead for each project shall make provision for reimbursement of its Internal Costs in the business case it submits to the [Portfolio Management](#) Office for the project

19.3 Accounts

- (a) The Accountable Body shall prepare accounts for any Accountable Body, Joint Committee, Economic Strategy Board, Programme Board, Joint Scrutiny Committee and [Portfolio Management](#) Office costs incurred for the relevant accounting periods.

19.4 Annual Costs Budget

- (a) The Annual Costs Budget for Years 1-5 shall be funded from £50,000 which shall be paid by each Council each year for those five years. The funding of the Annual Costs Budget for future years shall be a matter for the Constituent Authorities to agree.

(b) Costs in the Annual Costs Budget not funded from Council Contributions shall be recovered from the Councils in a manner to be agreed by the Joint Committee to include the option of top slicing from Government Funding, where appropriate as project costs.

- (c) The Joint Committee shall if necessary consider and recommend to the Councils alternative funding options for the Annual Costs Budget. The Councils shall decide whether or not to agree to alternative funding options proposed by the Joint Committee.

20. Audit and Scrutiny

- 20.1 In exercise of their powers under sections 101 and 102 of the Local Government Act 1972, sections 19 and 20 of the Local Government Act 2000 and all other enabling powers the Councils hereby create a Joint Scrutiny Committee with effect from the Commencement Date. The Joint Scrutiny Committee shall provide a scrutiny function to ensure greater public accountability over decisions made by the Joint Committee and any of its sub-committees and related entities.
- 20.2 The terms of reference of the Joint Scrutiny Committee are set out at Schedule 12 to this Agreement.
- 20.3 The membership of the Joint Scrutiny Committee shall consist of 12 members. Each of the Councils shall nominate three members for appointment to the Joint Scrutiny Committee. The member nominated by each Council shall be an elected member of that Council but shall not be a member of that Council's executive and shall not be a member of the Joint Committee.
- 20.4 The Chair of the Joint Scrutiny Committee shall not be a member of the Council which is providing the Chair of the Joint Committee.

- 20.5 The role of the Joint Scrutiny Committee is to provide advice, challenge and support to the Joint Committee. The Joint Scrutiny Committee shall be required to:
- (a) Review and scrutinise the Joint Committee's financial affairs.
 - (b) Review and assess the Joint Committee's risk management, internal control and corporate governance arrangements.
 - (c) Review and assess the economy, efficiency and effectiveness with which resources have been used.
 - (d) Make reports and recommendations to the Joint Committee in relation to the points in (a) to (c).
- 20.6 The Accountable Body shall ensure audit that the finances and the discharge of functions relating to the Swansea Bay City Deal are audited.
- 20.7 If any Council is provided with funding from the Government Funding to implement a project in the Swansea Bay City Deal it shall audit the finances and the discharge of functions relating to that project.
- 20.8 Any Council which is provided with funding from the Government Funding to implement a project in the Swansea Bay City Deal shall keep records of time worked by any person working on the project and any other cost relating to the project. Any Council which holds such records shall permit the Accountable Body, the Joint Committee and the other Councils and any of their representatives to examine and copy those records in order to undertake any audit pursuant to this Agreement.
- 20.9 The Accountable Body shall keep records of time worked by any person working for the Accountable Body on any matter relating to the Joint Committee or the Swansea Bay City Deal.
- 20.10 Each Council shall permit all records referred to in this Agreement to be examined and copied from time to time by the Accountable Body or any representatives of the Accountable Body or any other representatives who reasonably require access to the same in order to undertake any audit of the funds received and spent pursuant to this Agreement. The Accountable Body shall permit all records held by it which are referred to in this Agreement or relate to this Agreement to be examined and copied from time to time by any representatives of any of the Councils. If a representative of any of the Councils requests from the Accountable Body a copy in electronic form of any record held by the Accountable Body which is referred to in this Agreement or relates to this Agreement the Accountable Body shall provide a copy of the requested record in electronic form if the record exists in electronic form when the Accountable Body receives the request.
- 20.11 The Auditor General for Wales shall have access to any document relating to the Joint Committee for the purpose of the Auditor General's examination of any auditable accounts, for the purpose of undertaking studies under section 145A of the Government of Wales Act 1998 or for the purpose of carrying out in accordance with any enactment other examinations or studies into the economy, efficiency and effectiveness with which a person has used resources in discharging the person's functions and any officer of the Wales Audit Office, the Welsh Government and the European Commission shall have access to any document relating to the Joint

Committee and shall be permitted at reasonable notice to visit the premises of the Accountable Body and the other Councils and to inspect activities funded by the Government Funding and to examine and take copies of books of account and other documents and records relating to activities funded by the Government Funding.

21. Mitigation

- 21.1 Each Council shall at all times take all reasonable steps to minimise and mitigate any loss for which the relevant Council is entitled to bring a claim against any other Council pursuant to this Agreement.

22. Withdrawal from this Agreement

- 22.1 If a Council wishes to withdraw from the Swansea Bay City Deal and this Agreement, it shall provide not less than twelve months' written notice terminating at the end of a financial year of its intention to withdraw to the [Portfolio Management](#) Office ("Joint Committee Withdrawal Notice"). The Councils may require any Council which seeks to withdraw from the Swansea Bay City Deal and this Agreement to meet specified conditions before the Councils agree to accept the Joint Committee Withdrawal Notice. The specified conditions may include but shall not be limited to payment of any amounts due to be paid in accordance with this Agreement by the Council which seeks to withdraw and payment by that Council of any costs which the other Councils identify that they shall incur as a result of the withdrawal of that Council. The [Portfolio Management](#) Office shall notify the Accountable Body no later than ten Business Days after it receives a Joint Committee Withdrawal Notice and the Accountable Body shall notify the Welsh Government and the UK Government no later than 10 Business Days after it receives notification from the [Portfolio Management](#) Office.
- 22.2 In the event that a Joint Committee Withdrawal Notice is issued by the Accountable Body the Accountable Body shall during the period of notice comply with its obligations under clause 7.2.

23. Termination of This Agreement

- 23.1 The Councils agree that this Agreement may be determined upon terms agreed by all the Councils.

24. Liabilities of the Councils

~~23.2~~24.1 [The Councils' obligations and liabilities in respect of the Programme Director and Portfolio Management Office are set out in clause 9.3](#)

~~23.3~~24.2 [In addition to the circumstances set out in clause 9.3, the Accountable Body shall indemnify and keep indemnified each of the other Councils against any losses, claims, expenses, actions, demands, costs and liability suffered by that Council to the extent arising from any wilful default or breach by the Accountable Body of its obligations under this Agreement or negligent act or omission in relation to such obligations \(and "wilful" in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of the Accountable Body\).](#)

23.424.3 No claim shall be made against the Accountable Body to recover any loss or damage which may be incurred by reason of or arising out of the carrying out by the Accountable Body of its obligations under this Agreement unless and to the extent such loss or damage arises from a wilful default or breach or negligent act or omission by the Accountable Body under clause 24.1.

23.524.4 Each of the other Councils (acting severally) shall indemnify and keep indemnified the Accountable Body and the other Councils against all losses, claims, expenses, actions, demands, costs and liabilities which the Accountable Body or the other Councils may incur by reason of or arising out of any wilful default or breach by a Council of its obligations under this Agreement (and "wilful" in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of that Council or matters arising from any negligent act or omission in relation to such obligations) unless and to the extent that the same result from any breach by the Accountable Body of any such obligations.

23.624.5 The amount to be paid to the Accountable Body by any of the other Councils under Clause 24.4 shall be borne by each of the Councils to the extent of its responsibility, however in the event that the responsibility is a shared one between the Councils (so that it is not reasonably practicable to ascertain the exact responsibility between the Councils) then the amount to be paid shall be divided between the Councils equally unless the Councils agree otherwise.

23.724.6 A Council which receives a claim for losses, expenses, actions, demands, costs and liabilities which relates to this Agreement shall notify and provide details of such claim as soon as is reasonably practicable to the other Councils.

23.824.7 No Council shall be indemnified in accordance with this clause 24 unless it has given notice in accordance with clause 24.6 to the other Council against whom it shall be enforcing its right to an indemnity under this Agreement.

23.924.8 Each Council shall not be obliged to indemnify the other Councils to the extent that the insurances maintained by the other Councils at the relevant time provide an indemnity against the loss giving rise to a claim and to the extent that another Council recovers under a policy of insurance save that the Council responsible for liabilities suffered by another Council shall be responsible for the deductible under any such policy of insurance and any amount over the maximum amount insured under such policy of insurance.

24.25. Dispute Resolution

24.125.1 The Councils undertake and agree to pursue a positive approach towards dispute resolution which seeks in the context of this joint working arrangement to identify a solution at the lowest operational level that is appropriate to the subject of the dispute and which avoids legal proceedings and maintains a strong working relationship between the parties.

24.225.2 Any dispute arising in relation to any aspect of this Agreement shall be resolved in accordance with this clause 25. This is without prejudice to the right of any Council under section 103 of the Local Government Act 1972 to refer a dispute about the expenses of a joint committee to be determined by a single arbitrator agreed by the appointing authorities or, in the absence of agreement to be determined by the Welsh Ministers.

24.325.3 All disputes, claims or differences between the Councils arising out of or in connection with this Agreement or its subject matter or formation, including any question regarding its existence, validity or termination, (a "Dispute") shall, at the written request of any Council, be referred by each Council to its head of paid service.

24.425.4 If the Councils' heads of paid service do not agree a resolution of the Dispute within twenty Business Days of the date of service of any such request, either party may require the other party by notice in writing to attempt to settle the Dispute by mediation in accordance with the Centre for Dispute Resolution (CEDR) Model Mediation Procedure. Within five Business Days of the date of service of such notice the parties shall each propose a mediator and shall seek to agree as to the selection of a mediator.

24.525.5 If the Councils are unable to agree on a mediator within ten Business Days of date of service of the notice referred to in clause 25.4 or the mediator agreed upon is unable or unwilling to act and the Councils cannot agree upon a substitute, any of the Councils may apply to CEDR to appoint a mediator as soon as practicable.

24.625.6 The Councils shall within five Business Days of the appointment of the mediator (the "Mediator") meet with him in order to agree a programme for the exchange of any relevant information and the structure to be adopted for the negotiations. If considered appropriate, the Councils may at any stage seek assistance from CEDR to provide guidance on a suitable procedure.

24.725.7 All negotiations connected with the Dispute shall be conducted in strict confidence and without prejudice to the rights of the Councils in any future proceedings.

24.825.8 If the Councils reach agreement on the resolution of the Dispute, such agreement shall be reduced to writing and, once it is signed by the Councils or their duly authorised representatives, shall be and remain binding upon the parties.

24.925.9 The costs and expenses of the mediation shall be borne equally by the Councils. Each Council shall bear its own costs and expenses of its participation in the mediation.

24.1025.10 If mediation fails to secure a resolution within ten Business Days of the Mediator being appointed, the Councils shall attempt to settle the Dispute by arbitration

under the Rules of the London Court of International Arbitration (which Rules are deemed to be incorporated by reference into this clause) and otherwise in accordance with clause 25.11.

24.1125.11 In the event that an arbitration is commenced pursuant to clause 25.10, the parties agree that:

- (a) the tribunal shall consist of one arbitrator who is to be a chartered accountant who is a full member of one of the CCAB bodies if the dispute relates to a financial matter or a solicitor of at least ten years standing as a qualified solicitor if the dispute relates to any other matter;
- (b) the place of the arbitration shall be Swansea;
- (c) the decision of the arbitrator shall be final and binding on the parties (save in the case of manifest error).

24.1225.12 In the event that an arbitration is commenced pursuant to clause 25.10 the Portfolio Management Office shall notify the Welsh Government and the UK Government.

OR (reference of dispute to independent expert)

24.1325.13 All disputes, claims or differences between the Councils arising out of or in connection with this Agreement or its subject matter or formation, including any question regarding its existence, validity or termination shall, at the written request of any Council be referred to:

- (a) such chartered accountant who is a full member of one of the CCAB bodies if the dispute relates to a financial matter or a solicitor of at least ten years standing as a qualified solicitor if the dispute relates to any other matter as the Councils may agree in writing; or
- (b) failing agreement on the identity of the chartered accountant for a dispute relating to a financial matter or the solicitor for a dispute relating to any other matter within seven days of the date of service of the request, such chartered accountant as may be appointed for this purpose on the application of any Council by the President for the time being of one of the CCAB bodies if the dispute relates to a financial matter or such solicitor as may be appointed by the President for the time being of the Law Society of England and Wales if the dispute relates to any other matter.

24.1425.14 The chartered accountant or solicitor appointed under clause 25 (the "Expert") shall act on the following basis:

- (a) he shall act as expert and not as arbitrator;
- (b) his terms of reference shall be to determine the matter in dispute, as notified to him in writing by either party within thirty days of his appointment;

- (c) the Councils shall each provide the Expert with all information which he reasonably requires and the Expert shall be entitled (to the extent he considers it appropriate) to base his opinion on such information;
- (d) the Expert's determination shall (in the absence of manifest error) be conclusive; and
- (e) the Experts' costs shall be borne in such proportions as the Expert may direct or, failing any such direction, shall be borne equally between the Councils unless agreed otherwise by the Councils.

25-26. Notices

25-126.1 **Form of Notice**

Any demand, notice or other communication given in connection with or required by this Agreement shall be made in writing and shall be delivered to or sent by pre-paid first class post or special delivery post to the recipient at the address stated in 0 (or such other address as may be notified in writing from time to time to all of the other Councils) or sent by facsimile to the number stated at 0 (or such other number as may be notified in writing from time to time to all of the other Councils).

25-226.2 **Service**

Any such demand, notice or communication shall be deemed to have been duly served:

- (a) If delivered by hand, when left at the proper address for service;
- (b) If given or made by pre-paid first class or special delivery post two Business Days after being posted; or
- (c) If sent by facsimile at the time of transmission provided that a confirmatory copy is on the same day that the facsimile is transmitted sent by pre-paid first class post in the manner provided for in clause 26.1 (Form of Notice)

Provided in each case that if the time of such deemed service is either after 4.00pm on a Business Day or on a day other than a Business Day service shall be deemed to occur at 9.00am on the next following Business Day.

26-27. Information and Confidentiality

26-127.1 **Each Council shall keep confidential the Confidential Information and Intellectual Property Rights of any of the Councils and shall use all reasonable endeavours to prevent their employees and agents from making any disclosure to any person of the Confidential Information and Intellectual Property Rights of the Councils other than as permitted under the provisions of this Agreement. Each Council shall not use or disclose other than as permitted under the provisions of this Agreement any Confidential Information about the business of or belonging to any other Council or third party which has come to its attention as a result of or in connection with this Agreement.**

~~26.2~~27.2 The obligation in clause 27.1 shall not apply to:

- (a) Any disclosure of information that is reasonably required by persons engaged in the performance of their obligations under this Agreement.
- (b) Any matter which a party can demonstrate is already generally available and in the public domain otherwise than as a result of a breach of this clause.
- (c) Any disclosure which is required by any law (including any order or a court of competent jurisdiction) any statutory obligation or the rules of any stock exchange or governmental or regulatory authority having the force of law.
- (d) Any disclosure of information which is already lawfully in the possession of the disclosing Council without restrictions as to its use prior to its disclosure by the disclosing Council.
- (e) Any disclosure which is required or recommended by the rules of any governmental or regulatory authority including any guidance from time to time as to openness and disclosure of information by public bodies.
- (f) Any disclosure which is necessary to be disclosed to provide relevant information to any insurance broker in connection with obtaining any insurance required by this Agreement.
- (g) Any disclosure by a party to a department, office or agency of the Government.
- (h) Any disclosure for the purpose of the examination and certification of a party's accounts.

~~26.3~~27.3 Where disclosure is permitted under clauses 27.2(a), 27.2(f), 27.2(g) or 27.2(h) the recipient of the information shall be placed under the same obligation of confidentiality as that contained in this Agreement by the disclosing Council.

~~26.4~~27.4 No Council shall make any public statement or issue any press release or publish any other public document relating to, connected with or arising out of this Agreement or any other agreement relating to the Swansea Bay City Deal other than in accordance with any PR Protocol agreed by the Councils.

27.28. Data Protection

~~27.1~~28.1 The Councils shall comply with the provisions and obligations imposed on them by the Data Protection Laws at all times when processing Personal Data in connection with this Agreement, which processing shall be in respect of the types of Personal Data, categories of Data Subjects, nature and purposes, and duration, set out in a document to be agreed by the Councils.

~~27.2~~28.2 Each Council shall maintain records of all processing operations under its responsibility that contain at least the minimum information required by the

Data Protection Laws, and shall make such information available to any DP Regulator on request.

27.328.3 To the extent any Council processes any Personal Data on behalf of another Council the processing Council shall:

- (a) Process such Personal Data only in accordance with the other Council's written instructions from time to time and only for the duration of this Agreement.
- (b) Not process such Personal Data for any purpose other than those set out in this Agreement or otherwise expressly authorised by the other Council.
- (c) Take reasonable steps to ensure the reliability of all its personnel who have access to such Personal Data, limit such access to its personnel who require access, and remove, when no longer required, such access to the Personal Data, and ensure that any such personnel are committed to binding obligations of confidentiality when processing such Personal Data.
- (d) Implement and maintain technical and organisational measures and procedures to ensure an appropriate level of security for such Personal Data, including protecting such Personal Data against the risks of accidental, unlawful or unauthorised destruction, loss, alteration, disclosure, dissemination or access.
- (e) Not transfer such Personal Data outside the European Economic Area without the prior written consent of the other party.
- (f) Inform the other Council within twenty four (24) hours if any such Personal Data is (while within the processing Council's possession or control) subject to a personal data breach (as defined in Article 4 of GDPR) or within such other time period as required under other Data Protection Laws, or is lost or destroyed or becomes damaged, corrupted or unusable.
- (g) Only appoint a third party to process such Personal Data with the prior written consent of the other Council.
- (h) Not use or disclose any Personal Data to any Data Subject or to a third party other than at the written request of the other Council or as expressly provided for in this Agreement.
- (i) Return or irretrievably delete all Personal Data on termination or expiry of this Agreement and not make any further use of such Personal Data.
- (j) Provide to the other Council and any DP Regulator all information and assistance necessary or desirable to demonstrate or ensure compliance with the obligations in this clause and the Data Protection Laws.
- (k) Permit the other Council or its representatives to access any relevant premises, personnel or records of the processing Council on reasonable notice to audit and otherwise verify compliance with this clause.
- (l) Take such steps as are reasonably required to assist the other Council in ensuring compliance with its obligations under Articles 30 to 36 (inclusive) of GDPR and other applicable Data Protection Laws.

- (m) Notify the other Council within two (2) Business Days if it receives a request from a Data Subject to exercise its rights under the Data Protection Laws in relation to that person's Personal Data; and
- (n) Provide the other Council with its full co-operation and assistance in relation to any request made by a Data Subject to exercise its rights under the Data Protection Laws in relation to that person's Personal Data.

27.428.4 _____ If any Council receives any complaint, notice or communication which relates directly or indirectly to the processing of Personal Data by another Council or to another Council's compliance with the Data Protection Laws, it shall as soon as reasonably practicable notify the other Council and it shall provide the other Council with reasonable co-operation and assistance in relation to any such complaint, notice or communication.

27.528.5 _____ If a Council requires another Council to make any disclosures or provide any information in respect of this Agreement in order to enable that party to meet its obligations under the Data Protection Laws the other Council shall do so.

27.628.6 _____ The provisions of this clause shall apply during the continuance of this Agreement and indefinitely after its expiry or termination.

28-29. Intellectual Property

28.129.1 _____ Each Council shall retain all Intellectual Property in its Material.

28.229.2 _____ Each Council shall grant all of the other Councils and any other person specified by the Joint Committee a non-exclusive, perpetual, non-transferable and royalty free licence to use, modify, amend and develop its IP Material for the discharge of the Councils' obligations in relation to the Swansea Bay City Deal and any other purpose resulting from the Swansea Bay City Deal whether or not the Council party granting the licence remains a party to this Agreement.

28.329.3 _____ Any Intellectual Property in Material which is produced by the Joint Committee or the Portfolio Management Office shall be held by the Accountable Body on behalf of the Councils jointly.

28.429.4 _____ Without prejudice to clause 29.1, if more than one Council owns or has a legal or beneficial right or interest in any aspect of the IP Material for any reason (including without limitation that no one Council can demonstrate that it independently supplied or created the relevant IP Material without the help of one or more of the other Councils), each of the Councils who contributed to the relevant IP Material shall grant to all other Councils to this Agreement a non-exclusive, perpetual, non-transferable and royalty free licence to use and exploit such IP Material as if all the other Councils were the sole owner under the Copyright Design and Patents Act 1988 or any other relevant statute or rule of law.

28.529.5 Any entity or person who is at the date of this Agreement a party to this Agreement and who has licensed any Intellectual Property under this Agreement shall have a non-exclusive, perpetual right to continue to use the licensed Intellectual Property.

28.629.6 Each Council warrants that it has or shall have the necessary rights to grant the licences set out in clause 29.2 and 29.4 in respect of the IP Material to be licensed.

28.729.7 Each Council agrees to execute such further documents and take such actions or do such things as may be reasonably requested by any other Councils (and at the expense of the Council or Councils making the request) to give full effect to the terms of this Agreement.

29-30. Freedom of Information

29.130.1 Each Council acknowledges that it and the other Councils are subject to the requirements of FOI Legislation and therefore recognise that information relating to this Agreement may be the subject of an Information Request. The Councils shall comply with their own policy on FOI Legislation in respect of information disclosure obligations to the extent that they relate to the Swansea Bay City Deal.

29.230.2 Where a Council receives a request for information under either the FOI Legislation in relation to information which it is holding on behalf of any of the other Councils in relation to the Swansea Bay City Deal, it shall inform the Accountable Body and the other Councils of the request and its response.

29.330.3 The Accountable Body shall be required to assist any of the Councils in responding to a request for information to the extent that it relates to the Swansea Bay City Deal. This shall include co-ordinating the response when requested to do so by any of the Councils. All costs incurred by the Accountable Body in assisting a Council with a response to a request for information relating to the Swansea Bay City Deal shall be accounted for as Joint Committee Costs. Any Council which requests the Accountable Body to assist with or co-ordinate a response to a request for information relating to the Swansea Bay City Deal shall:

- (a) Provide the Accountable Body with a copy of the request for information as soon as practicable after receipt and in any event within two Business Days of receiving an Information Request.
- (b) Provide the Accountable Body with a copy of all information in its possession or power in the form the Accountable Body reasonably requires within ten Business Days (or such longer period as the Accountable Body may specify) of the Accountable Body requesting that information.
- (c) Provide all necessary assistance as reasonably requested by the Accountable Body to enable the Accountable Body to provide any required

assistance or co-ordination of a response to a request for information within the time for compliance set out in FOI Legislation.

29.430.4 Any Council which receives a request for information under FOI Legislation shall be responsible for determining in their absolute discretion whether any information requested under FOI Legislation:

- (a) Is exempt from disclosure under FOI Legislation.
- (b) Is to be disclosed in response to an Information Request.

29.530.5 Each Council acknowledges that the Accountable Body and any of the Councils may be obliged under FOI Legislation to disclose information:

- (a) Without consulting the other Councils where it has not been practicable to achieve such consultation; or
- (b) Following consultation with the other Councils and having taken their views into account.

30-31. Language

30.131.1 The Joint Committee and Joint Scrutiny Committee shall undertake their functions in such a way as to comply with each of the Councils compliance notices issued under the Welsh Language Standards (No 1) Regulations 2015.

31-32. Severability

31.132.1 If at any time any clause or part of a clause or schedule or appendix or part of a schedule or appendix to this Agreement is found by any court, tribunal or administrative body of competent jurisdiction to be wholly or partly illegal, invalid or unenforceable in any respect:

- (a) That shall not affect or impair the legality, validity or enforceability of any other provision of this Agreement.
- (b) The parties shall in good faith amend this Agreement to reflect as nearly as possible the spirit and intention behind that illegal, invalid or unenforceable provision to the extent that such spirit and intention is consistent with the laws of that jurisdiction and so that the amended Agreement complies with the laws of that jurisdiction.

32-33. Relationship of Councils

32.133.1 Each of the Councils is an independent Local Authority and nothing contained in this Agreement shall be construed to imply that there is any relationship between the parties of partnership or principal/agent or of employer/employee. No party shall have any right or authority to act on behalf of another party nor to bind another party by contract or otherwise except to the extent expressly permitted by the terms of this Agreement.

33-34. Third Party Rights

33-134.1 _____ The Councils as parties to this Agreement do not intend that any of its terms shall be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person not a party to it.

34-35. Entire Agreement

34-135.1 _____ This Agreement and all documents referred to in this Agreement set forth the entire agreement between the parties with respect to the subject matter covered by them and supersede and replace all prior communications, representations (other than fraudulent representations), warranties, stipulations, undertakings and agreements whether oral or written between the parties. Each party acknowledges that it does not enter into this Agreement in reliance on any warranty, representation or undertaking other than those contained in this Agreement and that its only remedies are for breach of this Agreement, provided that this shall not exclude any liability which either party would otherwise have to the other in respect of any statements made fraudulently by or on behalf of it prior to the date of this Agreement.

35-36. Law of Agreement or Jurisdiction

35-136.1 _____ This Agreement shall be governed by the laws of England and Wales as they apply in Wales and the parties submit to the exclusive jurisdiction of the courts of England and Wales.

36-37. Assignment

36-137.1 _____ The rights and obligations of the Councils under this Agreement shall not be assigned, novated or otherwise transferred to any person other than to any public body acquiring the whole of the Agreement and having the legal capacity, power and authority to become a party to and to perform the obligations of the relevant Council under this Agreement being:

- (a) The Welsh Ministers,
- (b) A devolved Welsh authority as defined in the Wales Act 2017.
- (c) A Minister of the Crown pursuant to an Order under the Ministers of the Crown Act 1975,
- (d) A UK public body exercising functions in Wales or in England and Wales.

37-38. Waiver

37-138.1 _____ No failure or delay by any Council to exercise any right, power or remedy shall operate as a waiver of it nor shall any partial exercise preclude any further exercise of the same or some other right, power or remedy unless a waiver is given in writing by that Council.

~~37.238.2~~ 38.2 Each Council shall pay its own costs incurred in connection with the preparation, execution, completion and implementation of this Agreement.

38.39. Counterparts

~~38.139.1~~ 39.1 This Agreement may be executed in any number of counterparts each of which so executed shall be an original but together shall constitute one and the same instrument.

39.40. Discretion of the Councils

~~39.140.1~~ 40.1 The discretion of any Council shall not be fettered or otherwise affected by the terms of this Agreement.

40.41. Withdrawal of the United Kingdom from the European Union

~~40.141.1~~ 41.1 The parties shall keep this Agreement under review in the context of the withdrawal of the United Kingdom from the European Union and any changes in any law which applies to the parties.

~~40.241.2~~ 42.2 Any adjustments which are required to this Agreement as a result of a change in any law resulting from the withdrawal of the United Kingdom from the European Union shall be referred to the Joint Committee to implement under the Joint Committee's terms of reference.

THE COMMON SEAL OF
the Carmarthenshire County Council
was hereunto affixed in the presence of

THE COMMON SEAL OF
The Neath Port Talbot County Borough Council
was hereunto affixed in the presence of

THE COMMON SEAL OF
the Pembrokeshire County Council
was hereunto affixed in the presence of

the Council of the City and County of Swansea
was hereunto affixed in the presence of

Schedule 1 Terms of Reference of the Joint Committee

1 Governance

1.1 Leaders of the four local authorities

2 Purpose

2.1 The Joint Committee has ultimate responsibility and accountability for decisions taken in relation to the Swansea Bay City Deal, in line with the visions and interests of all participating parties and the Swansea Bay City Deal document signed on 20 March 2017.

2.2 The Joint Committee's functions shall include:

(a) Identifying and implementing appropriate governance structures for the implementation of any projects within the Swansea Bay City Deal programme. This shall include the formation of bodies corporate and any other structures which the Councils can lawfully establish or participate in.

(b) Agreeing and planning the overall strategy for and delivery of the programme for the Swansea Bay City Deal.

(c) Performance management of the Swansea Bay City Deal programme.

(d) Strategic communications.

(e) Monitoring of the impact of the Swansea Bay City Deal programme and reporting on this to the Councils.

(f) Authorising the Accountable Body to:

(i) Commission external support and

(ii) Oversee the delivery and management of project expenditure.

(g) Progressing a regional approach for the Swansea Bay City Region for the discharge of strategic functions. These functions may include land use planning, transport planning and economic development.

(h) Approval and adoption of the Implementation Plan.

~~(h)~~(i) Consideration and approval of project business cases.

~~(i)~~(j) Approval of any extension agreed by the Councils to the deadline for approval of the Implementation Plan.

~~(j)~~(k) Agreeing the terms and conditions of Government Funding.

~~(k)~~(l) Overseeing the proportion of each Council's responsibility for borrowing to provide funding for regional projects.

~~(l)~~(m) Reviewing performance of the Chair of the Economic Strategy Board on an annual basis.

(n) Agreeing the Annual Costs Budget.

(o) Agreeing any internal recharges to each Council that they are entitled to under this Agreement.

(p) Consider any recommendations of the Joint Scrutiny Committee.

(q) To oversee and manage the Programme Director appointed (though acknowledging that the Programme Director shall be an employee of the Accountable Body)

(m)(r) To receive, consider and approve any reports of the Programme Director

3 Membership

3.1 Each of the Councils shall appoint its leader or equivalent as its representative as a member of the Joint Committee and all such members shall have full voting rights.

3.2 Each Council may appoint a deputy for its member on the Joint Committee who may attend meetings of the Joint Committee as a substitute for the Council's appointed member on the Joint Committee but such deputy shall only be entitled to attend meetings of the Joint Committee in the absence of the Council's appointed member.

3.3 The Joint Committee shall be entitled to co-opt on terms acceptable to the Joint Committee one representative of each of the following organisations to the Joint Committee as non-voting members¹ of the Joint Committee for a period of five years from the Commencement Date.

(a) Swansea University.

(b) University of Wales Trinity St David.

(c) Hywel Dda University Health Board.

(d) ~~Abertawe Bro Morgannwg~~ Swansea Bay University Health Board.

3.4 The Joint Committee may co-opt one representative of Milford Haven Port Authority to the Joint Committee as a non-voting member of the Joint Committee for a period of five years from the Commencement Date.

3.5 The Joint Committee may appoint additional persons to the Joint Committee as non-voting members of the Joint Committee for a period of five years from the Commencement Date. The Joint Committee shall not co-opt an additional person to the Joint Committee unless the Joint Committee has decided that the person has expertise relevant to one or more themes in the Swansea Bay City Deal.

3.6 The co-option of any person as a non-voting member shall be subject to that person confirming in writing to the Portfolio Management Office that he or she agrees to comply with the Co-opted Member Protocol. No co-option shall take effect until such confirmation has been given.

3.7 The Programme Director, head of paid service, monitoring officer and section 151 officer of each of the Councils shall be entitled to attend meetings of the Joint Committee as an adviser and shall not have a vote.

4 Chair

4.1 The Chair of the Joint Committee shall be an elected member representative of a Council appointed to the Joint Committee.

4.2 The Chair of the Joint Committee shall be elected for a two year term in the first instance, reviewed annually thereafter.

The three Leaders of the remaining local authorities shall be appointed as Deputy Chairs.

5 Voting

5.1 Each member of the Joint Committee shall have one vote. Decisions of the Joint Committee shall be made by simple majority vote. In the event of an equality of votes, the Chair of the Joint Committee shall have a casting vote. In the absence of the Chair or in the event of the Chair withdrawing from the meeting for a particular agenda item, then the Joint Committee shall determine which of the Deputy Chairs shall sit as chair pro tem and that Deputy Chair shall have the casting vote for such period as the Chair is absent from the meeting.

5.2 The Joint Committee is not permitted to vote on the approval of a business case or any other matter relating to a project if the member representative of a Council involved in that project is not present at the meeting.

6 Conflict of Interest

6.1 To allow the Joint Committee to undertake all its functions a clear distinction shall be drawn between those involved in specific scheme development and those preparing recommendations on those schemes. A robust system of declaration of conflict of interest shall be put in place.

6.2 Occasions shall arise where conflicts of interest preclude specific named members and/or local authorities from taking part in discussions which shall form views and recommendations on specific matters. Members have an obligation to declare any such interests which shall then be recorded.

6.26.3 For the avoidance of doubt, members shall at all times act in accordance with the Member Code of Conduct of their respective authorities

7 Proceedings of Meetings

7.1 The rules of procedure in the constitution of the Council undertaking the monitoring officer function shall apply to meetings of the Joint Committee.

7.2 The leaders of the Councils shall be subject to the codes of conduct of their Councils.

7.3 Co-opted members of the Joint Committee who are not members of the Councils shall be subject to the rules of conduct in Schedule 13 and shall sign an undertaking in the form set out at Schedule 13 to confirm that they shall abide by those rules of conduct.

8 Quorum

8.1 The quorum for a meeting of the Joint Committee shall be one representative from three each of the four Councils.

9 Frequency

- 9.1 The Joint Committee shall meet monthly initially until at such point it agrees otherwise. Additional meetings may be called by the Chair on at least seven clear days' notice issued through the [Portfolio Management](#) Office.

10 Allowances

- 10.1 No allowances shall be paid.

11 Servicing

- 11.1 The [Council undertaking the monitoring officer function](#) shall organise appropriate servicing for the meetings.

12 Sub groups

- 12.1 The Joint Committee by agreement can introduce sub-groups or Task & Finish groups for any matters which they feel would be better dealt with in this way. These sub-groups shall report to the Joint Committee with any recommendations or draft papers or reports.

13 Letters of Support

- 13.1 The Joint Committee may authorise the Chair of the Joint Committee to send letters of support on behalf of the Councils to businesses for projects which the Joint Committee decides are complementary to the Swansea Bay City Deal. The Joint Committee shall not give such authorisation to the Chair of the Joint Committee unless the Joint Committee is satisfied that the project for which a letter of support will be provided meets criteria agreed by the Joint Committee.

14 Review

- [14.1](#) To be reviewed annually.

[1 Pursuant to paragraph 13\(1\)\(b\) Local Government & Housing Act 1989 which provides that co-opted members on a joint committee must be treated as nonvoting members.](#)

Schedule 2 Programme Board

1 Governance

1.1 Officer Governance

2 Purpose

2.1 The Programme Board shall have five distinct roles:

- (a) Preparing recommendations on the Swansea Bay City Deal programme:
 - (i) Ensuring that all schemes are developed in accordance with the agreed package.
 - (ii) Overseeing production of business cases.
 - (iii) Preparing recommendations to the Joint Committee and Economic Strategy Board on all schemes whilst ensuring that due regard is given to all advisory/consultation bodies.
- (b) Advising on the strategic direction of the Economic Strategy Board.
- (c) Overseeing performance and delivery of the delivery of projects in accordance with diagram B in 0.
- (d) Working on a regional basis to improve public services especially in the areas of: economic development; transport, planning and strategic land use; housing and regeneration.
- (d)(e) Ensure that the Programme Director and Portfolio Management Office have undertaken a detailed analysis of the financial viability, deliverability and risk to the Swansea Bay City Deal programme and the business cases developed therein prior to being submitted to the Joint Committee

3 Accountable to

3.1 Joint Committee

4 Reporting

4.1 All reports prepared by the Board pertaining to Swansea Bay City Deal and regional or sub-regional matters, once approved by the Board, shall be submitted as draft to the Joint Committee for approval via the Portfolio Management Office.

5 Membership

5.1 The Swansea Bay City Region Programme Board shall consist of the head of paid service of each of the Councils or another officer nominated by the head of paid service.

5.45.2 The Project Director, monitoring officer and section 151 officer of each of the Councils shall be entitled to attend meetings of the Programme Board and shall

be called to provide advice and assistance as may be required for the members of the Programme Board to fulfil their obligations as set out in clause 2 of this Schedule 2

5.25.3 The Programme Board may co-opt additional representatives to the Board. Co-opted members may include representatives of the following organisations:

- (a) Swansea University.
- (b) University of Wales Trinity St David.
- (c) Hywel Dda University Health Board.
- (d) ~~Abertawe Bro Morgannwg~~ Swansea Bay University Health Board.

6 Chair

6.1 The Chair shall be agreed by the Joint Committee.

6.2 The Chair shall be reviewed annually.

7 Voting/Agreement

7.1 The Programme Board shall not have any decision making Powers.

7.2 Agreement shall be reached by consensus of all the heads of paid service referred to in 5.1 or their representatives.

7.3 Where alternative views and opinions are expressed these shall be recorded and included in any reporting process.

8 Conflicts of Interest

8.1 To allow the Programme Board to undertake all its functions a clear distinction shall be drawn between those involved in specific scheme development and those preparing recommendations on those schemes to the Joint Committee. A robust system of declaration of conflicts of interest shall be put in place.

8.2 Occasions shall arise where conflicts of interest preclude specific named officers and/or local authorities from taking part in discussions which shall form views and recommendations on specific matters. Members have an obligation to declare any such interests which shall then be recorded.

9 Proceedings of meetings

9.1 The chair of the Board shall arrange for minutes of the proceedings of each meeting to be taken, approved and recorded. This role shall be undertaken by the Portfolio Management Office.

10 Quorum

10.1 For the Board to agree and submit recommendations, the Councils must be represented by all the heads of paid service referred to in 5.1 or their representatives .

11 Frequency

11.1 The Programme Board shall meet monthly before the Joint Committee meeting and before all quarterly meetings of the Economic Strategy Board.

12 Allowances

12.1 No allowances shall be paid.

13 Servicing

13.1 The Portfolio Management Office shall organise appropriate servicing for the meetings.

14 Review

14.1 To be reviewed annually.

Schedule 3 Notices

Chief Legal Officer
Carmarthenshire County Council
County Hall
Carmarthen
Carmarthenshire
SA31 1JP

Chief Legal Officer
Neath Port Talbot County Borough Council
Port Talbot Civic Centre
Port Talbot
SA13 1PJ

Chief Legal Officer
Pembrokeshire County Council
County Hall
Haverfordwest
Pembrokeshire
SA61 1TP

Chief Legal Officer
City and County of Swansea Council
Civic Centre
Oystermouth Road
Swansea
SA1 3SN

Schedule 4 Accounting Periods

The initial Accounting Period shall be the date of this Agreement until 31 March and thereafter shall be:

Start of Accounting Period	End of Accounting Period
1 April	30 June
1 July	30 September
1 October	31 December
1 January	31 March

Schedule 5 Matters Reserved to The Councils

- 1 Approving the Funding Conditions.
- 2 Making decisions on borrowing and on finding other sources of funding other than Government Funding for projects. Each Council shall be responsible for borrowing or providing other funding for projects located in its area. If a project is located in the areas of more than one Council each of the Councils in whose area the project is located may agree that borrowing or providing other funding should be shared between all of the Councils in whose areas the project is located equally or in proportions agreed by all of the Councils in whose areas the project is located.
- 3 Deciding which Council should enter into a funding agreement for a project located in the areas of more than one of the Councils.
- 4 Agreeing to replace a project identified in the Implementation Plan with a project which has completed the process set out in clause 12.6.
- 5 Varying the terms of reference of the Joint Committee.
- 6 Deciding whether to accept a Joint Committee Withdrawal Notice from one of the Councils and to allow a Council to withdraw from the Swansea Bay City Deal and this Agreement.
- 7 Deciding on conditions to impose on a Council which issues a Joint Committee Withdrawal Notice.
- 8 Deciding whether to continue or discontinue with any procurement or project forming part of the Swansea Bay City Deal in the administrative area of a Council which withdraws from the Joint Committee.
- 9 Agreeing the terms for termination of this Agreement by agreement of all the Councils.
- 10 Deciding on actions to implement the provisions of the dispute resolution procedure in clause 25.
- 11 Agreeing alternative funding options for the Annual Costs Budget.
- 12 Approving Project Conditions for projects in their areas in accordance with clause 12.

Schedule 6 Economic Strategy Board

1 Purpose

- 1.1 To provide strategic direction for the Swansea Bay City Deal and provide strategic advice to the Joint Committee on matters relating to the Swansea Bay City Region. Specifically the role shall:
- (a) Submit strategic objectives for the Swansea Bay City Region.
 - (b) Monitor progress with regard to the delivery of the Swansea Bay City Deal in accordance with diagram B in Schedule 8.
 - (c) Oversight of business case production.
 - ~~(c)~~(d) Consideration of regional added value and identifying opportunities for investment.
 - (e) Make recommendations to the Joint Committee.
 - ~~(d)~~(f) Produce a summary report of issues considered by the Economic Strategy Board to be annexed to the submission of any business cases

2 Reporting

- 2.1 Joint Committee

3 Membership

- 3.1 Members shall be appointed through an open recruitment and nomination process. Members including co-opted members of the Joint Committee shall submit proposals to the Joint Committee for the recruitment and nomination process. Those proposals shall be subject to unanimous agreement by members of the Joint Committee the Welsh Government and the UK Government. Members shall include:
- (a) 1 private sector chair or other suitable representative.
 - (b) 5 private sector representatives.

3.2 For the avoidance of doubt the Joint Committee may appoint additional co-opted members should the Joint Committee determine appropriate

3.23.3 The Programme Director, head of paid service, monitoring officer and s151 officer of each of the Councils or their nominated representative shall be entitled to attend meetings of the Economic Strategy Board as an adviser or an observer but shall not have a vote.

4 Chair

- 4.1 The Chair shall be appointed following nominations by the unanimous agreement of: the Welsh Government, the UK Government and the Joint Committee.
- 4.2 The Chair shall be a private sector representative or other suitable representative.
- 4.3 The Chair shall be accountable to the Joint Committee.

4.4 The Chair shall be reviewed annually.

5 Voting/Agreement

5.1 The Economic Strategy Board shall not have any formal decision-making powers.

5.2 The Economic Strategy Board shall reach agreement by consensus.

5.3 Where alternative views and opinions are expressed these shall be recorded and included in any reporting process.

6 Conflicts of Interest

6.1 To allow the Economic Strategy Board to undertake all its functions a clear distinction shall be drawn between those involved in specific scheme development and those preparing recommendations on those schemes to the Joint Committee. A robust system of declaration of conflict of interest shall be put in place.

6.2 Occasions shall arise where conflicts of interest preclude specific named officers, individuals, committee members from taking part in discussions which shall form views and recommendations on specific matters. Members have an obligation to declare any such interests which shall then be recorded.

6.3 Co-opted members of the Economic Strategy Board shall be subject to the rules of conduct set out at Schedule 13 and shall sign an undertaking in the form set out at Schedule 13 to confirm that they will abide by those rules of conduct.

7 Proceedings of meetings

7.1 The Portfolio Management Office shall arrange for minutes of the proceedings of each meeting to be taken, approved and recorded.

8 Quorum

9 For the Economic Strategy Board to agree and submit recommendations, membership must be represented up to a quorate equivalent to 50% of the membership of the Economic Strategy Board. **Frequency**

9.1 The Economic Strategy Board shall meet with the following frequency or as and when required:

- (a) Quarterly in advance of any Joint Committee meeting; and
- (b) When necessary to deal with business as agreed by the Chair of the Economic Strategy Board.

10 Allowances

10.1 There shall be no allowances paid.

11 Servicing

11.1 The Portfolio Management Office shall organise appropriate servicing for the meetings.

12 Sub groups

12.1 Thematic sub committees may be established as and when required and shall report to the Economic Strategy Board.

13 Review

13.1 To be reviewed annually.

Schedule 7 Projects Funded By the Swansea Bay City Deal

PROJECT NAME	Private (£ m)	Public (£ m)	City Deal (£ m)	Total Project Costs (£ m)
Internet of Economic Acceleration				
Digital Infrastructure	30.0	0.0	25.0	55.0
Swansea City & Waterfront Digital District	23.9	94.3	50.0	168.2
Creative Digital Cluster - Yr Egin	3.0	16.3	5.0	24.3
Centre of Excellence in Next Generation Digital Services (CENGS)	27.0	5.5	23.0	55.5
Skills & Talent Initiative	4.0	16.0	10.0	30.0
Internet of Life Science & Wellbeing				
Life Science & Well-being Campuses	10.0	20.0	15.0	45.0
Life Science & Well-being Village	127.5	32.0	40.0	199.5
Internet of Energy				
Homes as Power Stations	382.9	119.2	15.0	517.1
Pembroke Dock Marine	25.9	22.4	28.0	76.3
Smart Manufacturing				
Factory of the Future	3.2	10.3	10.0	23.5
Steel Science Centre	0.0	60.0	20.0	80.0
TOTALS	637.4	395.9	241.0	1,274.3

Funding allocations are subject to approval of Project Business Cases and these projects are subject to change in accordance with Schedule 10

Schedule 8 Project Approval Process

DIAGRAM A - Full Business Case Approval Process for agreed Swansea Bay City Deal Projects.

Completed Full Business Cases for each of the 11 projects will undergo initial quality assessment by the [Portfolio Management](#) office and Accountable Body before being considered by the respective Swansea Bay City Deal governance structures as highlighted below.

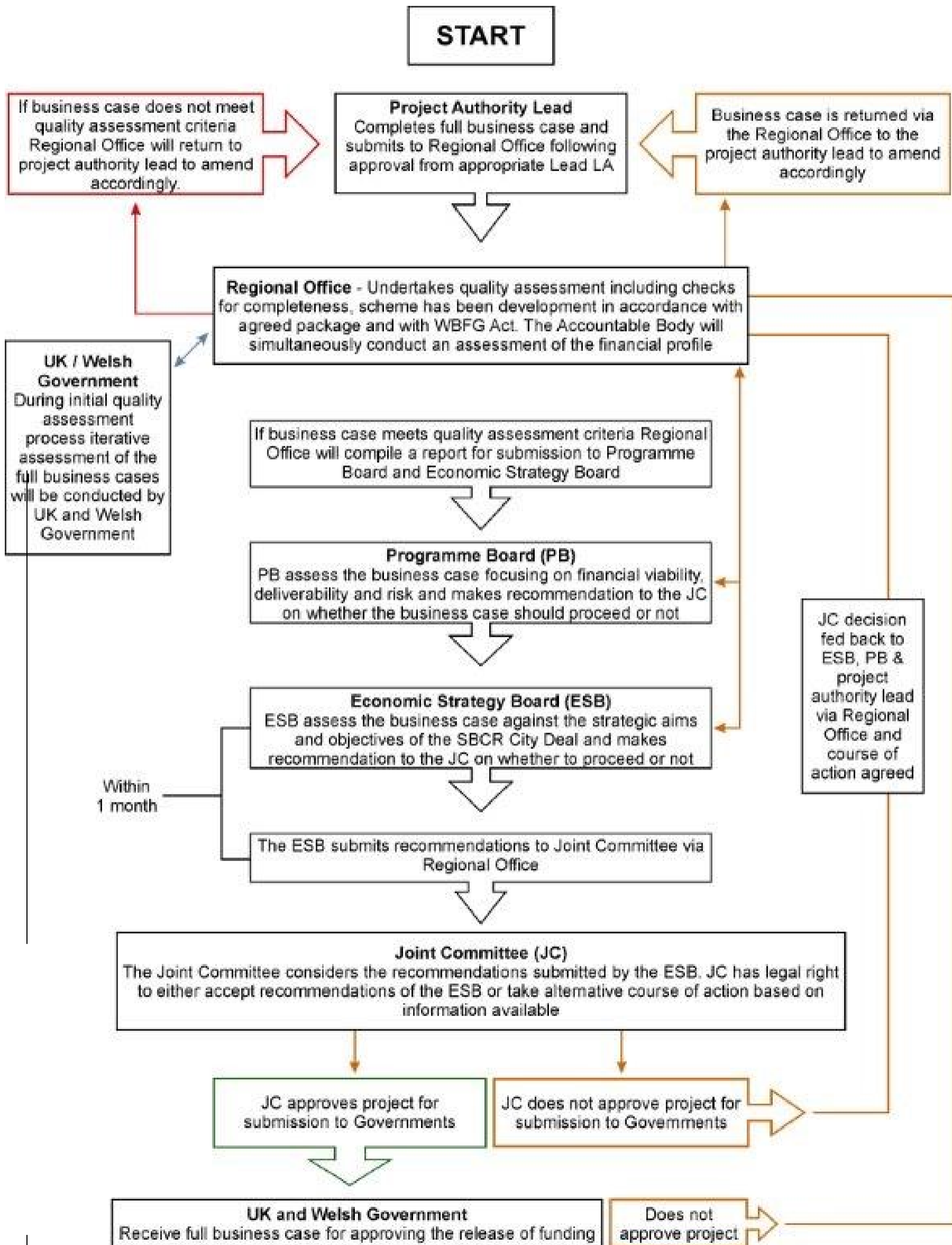
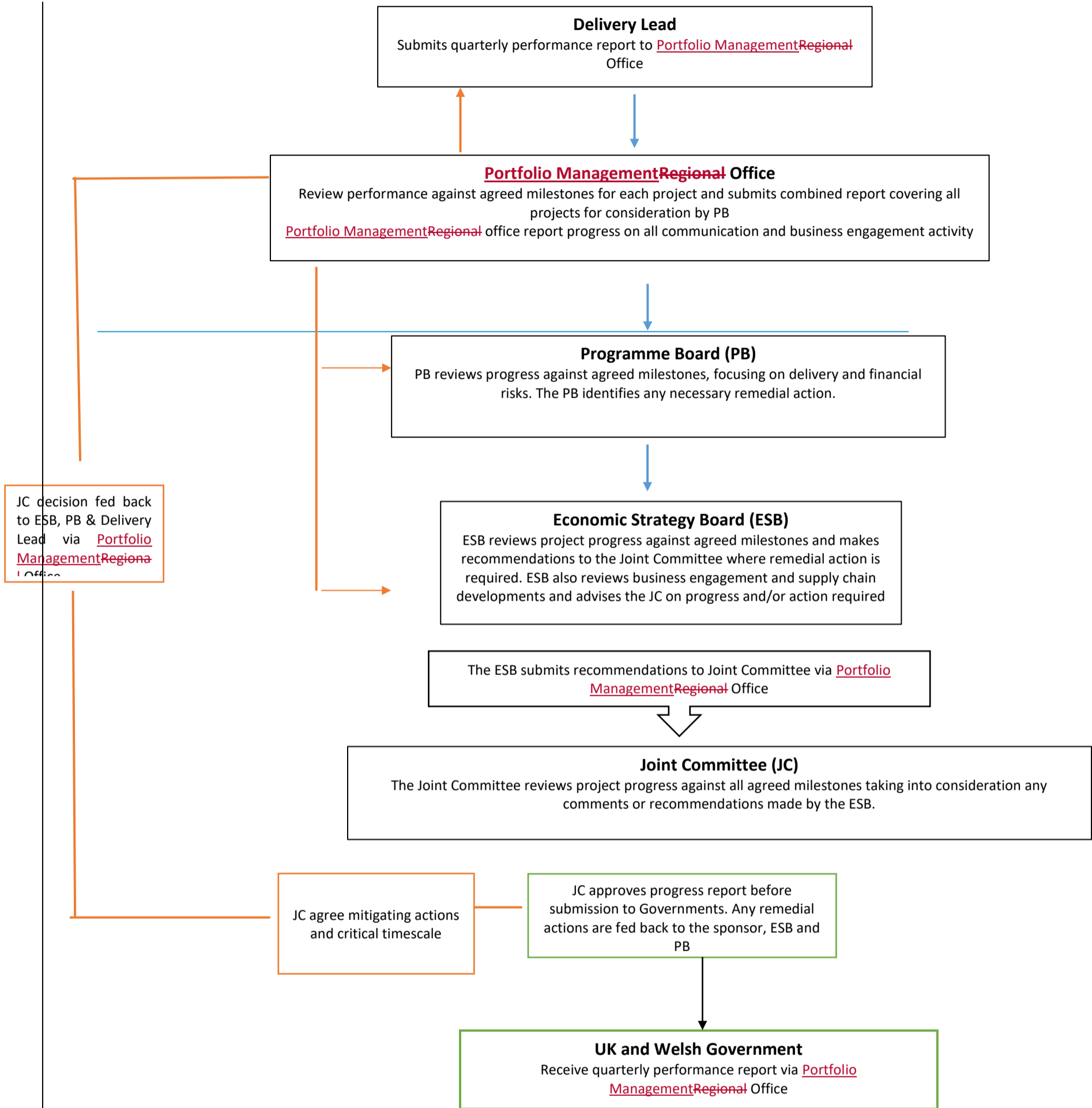
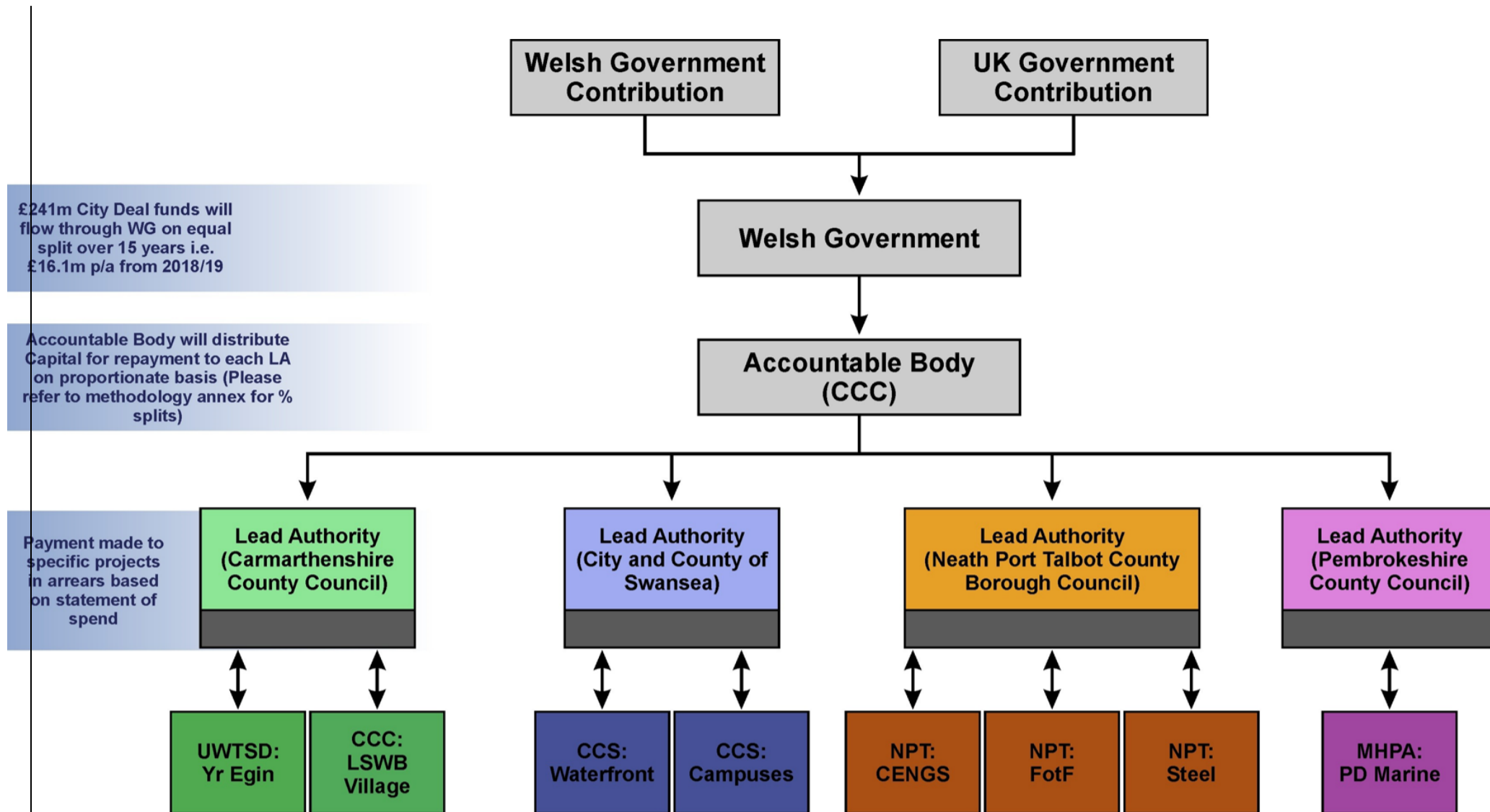


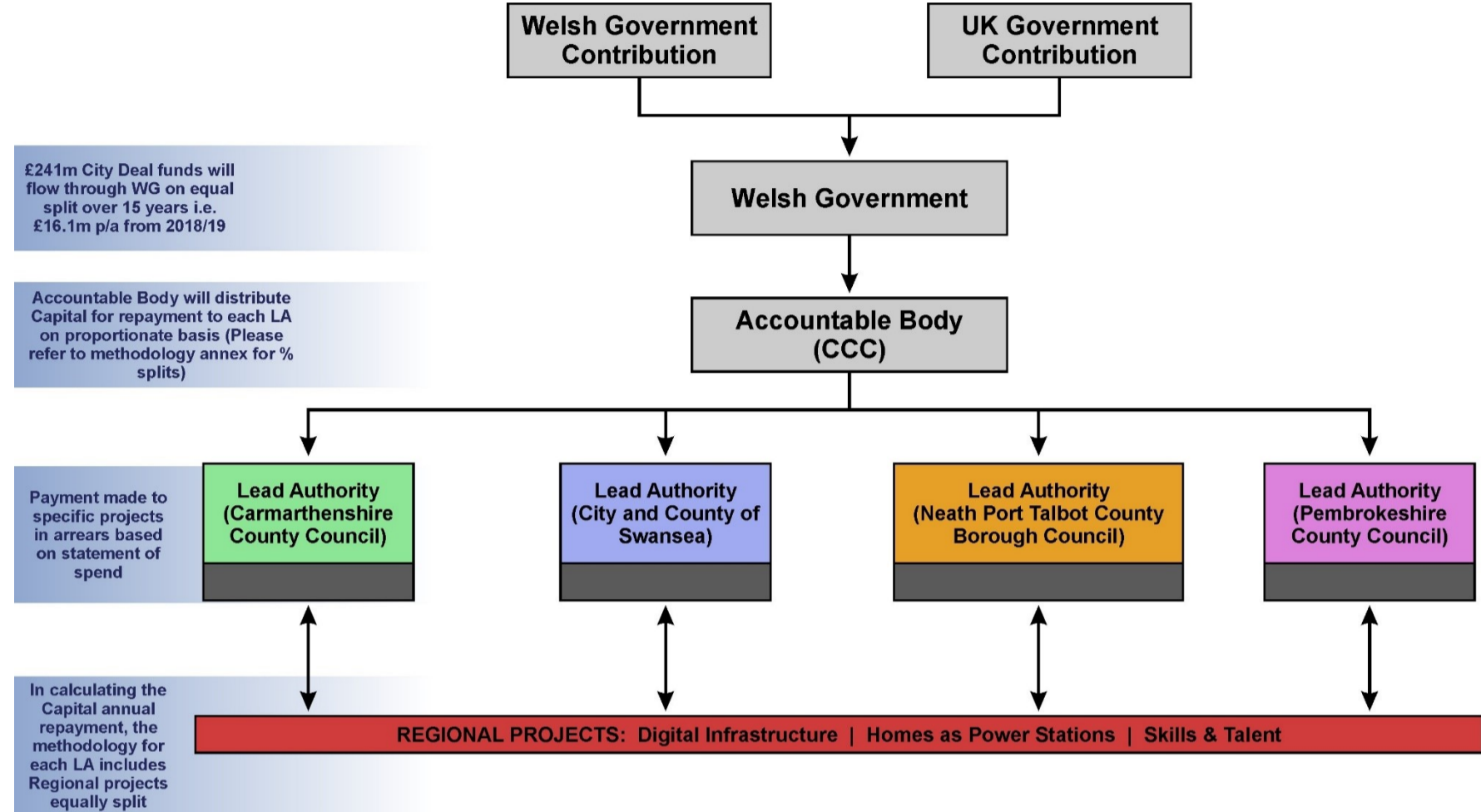
Diagram B - Project Monitoring



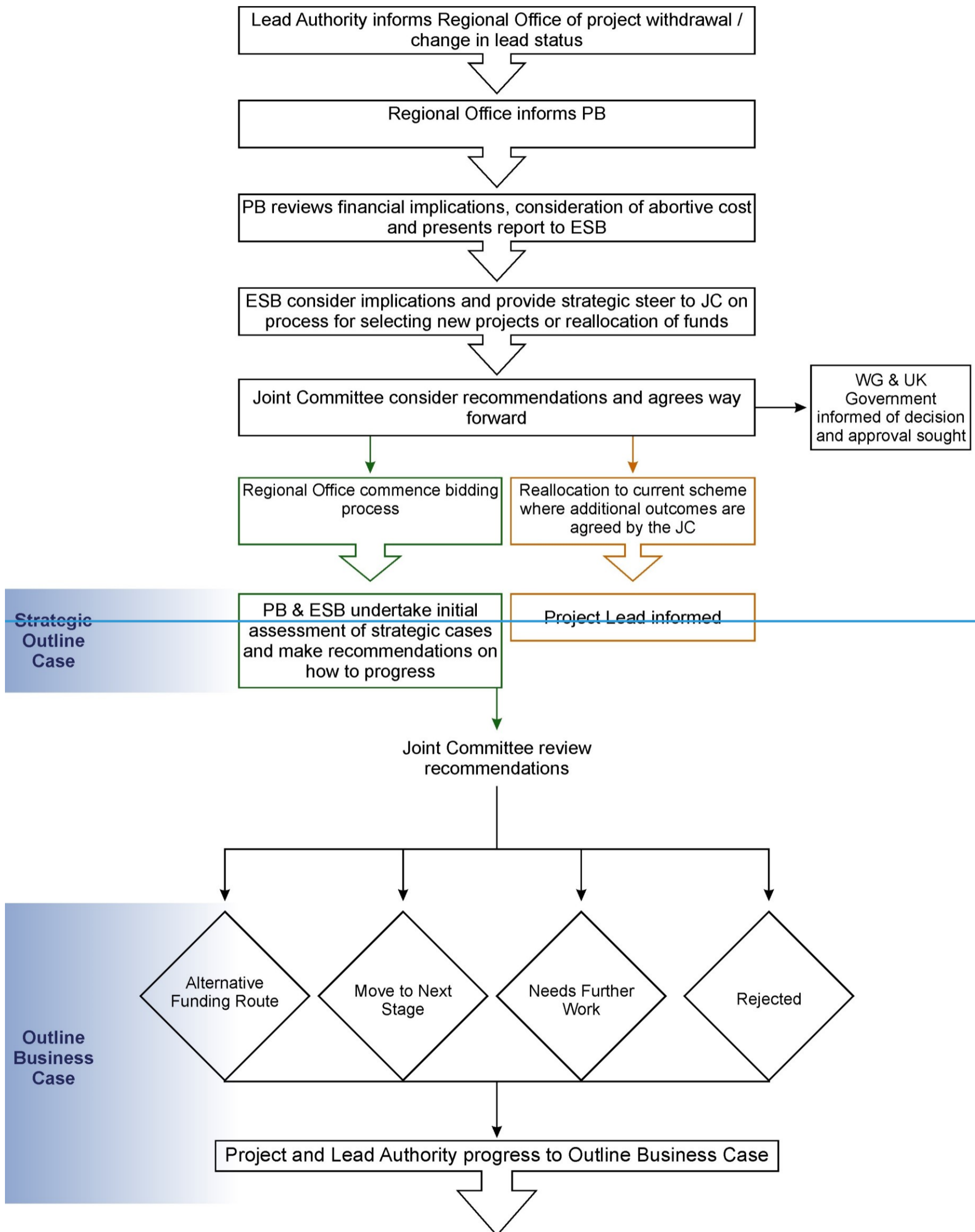
SWANSEA BAY CITY DEAL FLOW OF FINANCES (LOCAL)



SWANSEA BAY CITY DEAL FLOW OF FINANCES (REGIONAL)



CHANGE IN PROJECT STATUS



Education and Public Services Group
Y Grŵp Addysg a Gwasanaethau Cyhoeddus



Llywodraeth Cymru
Welsh Government

To:
Chief Finance Officers
Local Authorities listed in Annex A

cc:
Chief Finance Officers of Police Forces in Wales

03 May 2018

Dear Chief Finance Officers

LOCAL GOVERNMENT ACT 2003 SECTIONS 16(2) (b) AND 20: TREATMENT OF CERTAIN COSTS AS CAPITAL EXPENDITURE

1. This direction supersedes the previous direction issued on 15 March 2016.
2. In December 2017, the Secretary of State announced, the continuation of the capital receipts flexibility programme for a further three years, to give local authorities in England the continued freedom to use capital receipts from the sale of their own assets (excluding Right to Buy receipts) to help fund the revenue costs of transformation projects and release savings.
3. Accordingly, the Cabinet Secretary for Local Government and Public Services directs, in exercise of his powers under sections 16(2)(b) and 20 of the Local Government Act 2003 ("the Act"), that the local authorities listed in Annex A ("the Authorities") treat as capital expenditure, expenditure which:
 - a. is incurred by the Authorities that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery in a way that reduces costs or demand for services in future years for any of the public sector delivery partners; and
 - b. is properly incurred by the Authorities for the financial years that begin on 1 April 2016, 1 April 2017, 1 April 2018, 1 April 2019, 1 April 2020 and 1 April 2021

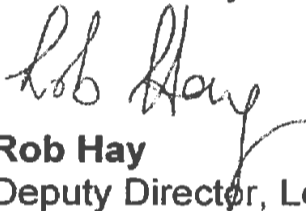


Parc Cathays • Cathays Park
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CF10 3NQ

Llinell Ymholiadau Cymraeg 0845 010 4400
English Enquiry Line 0845 010 3300
Epost • Email: LGFPMail@wales.gsi.gov.uk

4. In further exercise of Welsh Ministers' powers under section 20 of the Act, it is a condition of this direction that expenditure treated as capital expenditure in accordance with it, may only be met from capital receipts – within the meaning of section 9 of the Act and regulations made under that section (see Part 3 of SI 2003/3239(W319) as amended), which have been received in the years to which this direction applies.
5. This direction is given for the purposes of Chapter 1 of Part 1 of the Act only. It does not convey any other consent that may be required or any view as to the propriety of the expenditure. It is for each Authority to be satisfied that any amount to which this direction is applied is properly incurred in the financial year concerned.
6. When applying the direction, authorities are required to have regard to the *Guidance on Flexible Use of Capital Receipts* issued by Welsh Ministers under section 15(1)(a) of the Act.
7. If you have any queries in connection with the above, please do not hesitate to contact Local Government Finance Policy Division at:
LGFPMail@wales.gsi.gov.uk

Yours faithfully



Rob Hay
Deputy Director, Local Government Finance Policy Division

Authorised to sign this direction by the Cabinet Secretary for Local Government and Public Services

Annex A: List of Authorities to which this direction applies

Welsh Local Authorities

Isle of Anglesey County Council
Gwynedd County Council
Conwy County Borough Council
Denbighshire County Council
Flintshire County Council
Wrexham County Borough Council
Powys County Council
Ceredigion County Council
Pembrokeshire County Council
Carmarthenshire County Council
Swansea City and County Council
Neath Port Talbot County Borough Council
Bridgend County Borough Council
Vale of Glamorgan County Borough Council
Rhondda Cynon Taff County Borough Council
Merthyr Tydfil County Borough Council
Caerphilly County Borough Council
Blaenau Gwent County Borough Council
Torfaen County Borough Council
Monmouthshire County Council
Newport City Council
Cardiff City and County Council

Welsh Fire & Rescue Authorities

North Wales Fire and Rescue Authority
South Wales Fire and Rescue Authority
Mid and West Wales Fire and Rescue Authority

Welsh Police and Crime Commissioners

Police and Crime Commissioner for Dyfed-Powys
Police and Crime Commissioner for Gwent
Police and Crime Commissioner for North Wales
Police and Crime Commissioner for South Wales

Welsh Government

GUIDANCE ON FLEXIBLE USE OF CAPITAL RECEIPTS

April 2018

PART 1 of this document provides an informal commentary on Part 2.

PART 2 contains the statutory guidance to which local authorities must have regard.

[PART 1]

INFORMAL COMMENTARY ON THE GUIDANCE ON FLEXIBLE USE OF CAPITAL RECEIPTS

[References to the paragraphs in the formal guidance are in square brackets]

POWER UNDER WHICH THE GUIDANCE IS ISSUED [1.1]

1. The **Local Government Act 2003** ("the Act"), section 15(1) requires a local authority "...to have regard (a) to such guidance as the Secretary of State may issue, and (b) to such other guidance as the Secretary of State may by regulations specify..." and section 24 of the Act states "In its application to Wales, ...for any reference to the Secretary of State there were substituted a reference to the Welsh Ministers."
2. The guidance on the flexible use of capital receipts in Part 2 of this document is issued under section 15(1) of the Act and authorities are therefore required to have regard to it.
3. Two codes of practice issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) contain guidance on capital receipts and local authority accounting that complements the Welsh Government guidance. These publications are:
 - *The Prudential Code for Capital Finance in Local Authorities*
 - *The Code of Practice on Local Authority Accounting.*

4. Local authorities are required to have regard to the current edition of *Treasury Management in Public Services: Code of Practice and Sectoral Guidance Notes* by Regulation 19 of the *Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 (SI 2003/3239 (W319))* and to the *Local Authority Accounting Code* as proper practices for preparing accounts under section 21(2) of the Act.

APPLICATION [3.1- 3.2]

5. This guidance should be read alongside the relevant direction issued by Welsh Ministers.
6. This guidance applies with effect from 1 April 2016 to 31 March 2022 – i.e. for the financial year 2016-17 and for each subsequent financial year to which the flexible use of capital receipts direction applies.
7. The direction makes it clear that local authorities cannot borrow to finance the revenue costs of service reform. Local authorities can only use capital receipts from the disposal of property plant and equipment assets received in the years in which this flexibility is offered. Local Authorities may not use their existing stock of capital receipts to finance the revenue costs of qualifying projects..

QUALIFYING EXPENDITURE [4.1 - 4.3]

8. Welsh Ministers believe that individual authorities and groups of authorities are best placed to decide which projects will be most effective for their areas. The key criterion to use when deciding whether expenditure can be funded by the capital receipts flexibility is that it is forecast to generate ongoing savings or reduce revenue costs or pressures over the longer term to an authority, or several authorities, and/or to another public body.
9. A list of types of project that would qualify for the flexible use of capital receipts is included in the guidance. This list is not meant to be prescriptive or exhaustive and individual authorities with projects that will generate ongoing savings or reduce revenue costs or pressures over the longer term which are not included in the list can apply the flexibility to fund those projects.

ACCOUNTABILITY AND TRANSPARENCY [5.1 - 5.6]

10. Welsh Ministers believe it is important that individual authorities demonstrate the highest standards of accountability and transparency. The guidance recommends that each authority should prepare a separate disclosure note of the individual projects that have been funded or part funded through capital receipts flexibility. The disclosure note should be approved by the Responsible Financial

Officer at the same time the statutory accounts are certified and can be included as part of the year-end accounts documentation. The disclosure note should be considered and approved by the person presiding at the committee or meeting at which approval of the statement of accounts was given.

[PART 2]

**Welsh Government
GUIDANCE ON FLEXIBLE USE OF CAPITAL RECEIPTS**

Issued under section 15(1)(a) of the *Local Government Act 2003*
and effective from 1 April 2016

(1) POWER UNDER WHICH THE GUIDANCE IS ISSUED

1.1 The following guidance is issued by Welsh Ministers under section 15(1)(a) of the *Local Government Act 2003*.

(2) DEFINITION OF TERMS

2.1 In this guidance, **the Act** means the *Local Government Act 2003*.

2.2 **Local authority** has the meaning given in section 23 of the Act (and in regulations made under that section).

2.3 **Capital receipt** has the meaning given in section 9 of the Act (and in regulations made under that section).

2.4 **Qualifying expenditure** means expenditure on a project where incurring up-front costs will generate ongoing savings; reduce revenue costs or pressures over the longer term. The main part of this guidance details the types of project that will generate qualifying expenditure.

2.5 The **direction** means a direction made under section 16(2)(b) of the Act, to allow named local authorities to treat qualifying expenditure as being capital expenditure.

2.6 **Prudential indicators** has the meaning given in the CIPFA code of practice, *The Prudential Code for Capital Finance in Local Authorities*.

(3) APPLICATION

Effective date

3.1 This guidance applies with effect from 1 April 2016, for the period for which flexible use of capital receipts will apply. This will be set out in the direction.

Local authorities

3.2 This guidance applies to all local authorities in Wales named in the directions issued by Welsh Ministers.

(4) QUALIFYING EXPENDITURE

Types of qualifying expenditure

4.1 Qualifying expenditure is expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery in a way that reduces costs or demand for services in future years for the Authority or any of the delivery partners. This includes investment which supports economic growth projects which are also designed to reduce revenue costs or pressures over the longer term. Within this definition, it is for individual local authorities to decide whether or not a project qualifies for the flexibility.

4.2 The set up and implementation costs of any new processes or arrangements can be classified as qualifying expenditure. The ongoing revenue costs of the new processes or arrangements cannot be classified as qualifying expenditure.

Examples of qualifying expenditure

4.3 There are a wide range of projects that could generate qualifying expenditure and the list below is not prescriptive. Examples of projects include:

- Preparatory work necessary to support local authority mergers as part of the programme to reform local government in Wales;
- Sharing back-office and administrative services with one or more other council or public sector body;
- Investment in service reform feasibility work, eg. setting up pilot schemes;
- Collaboration between local authorities and central government to free up land for economic use;

- Funding the cost of service reconfiguration, restructuring or rationalisation (staff or non-staff), where this leads to ongoing efficiency savings or service transformation;
- Sharing Chief Executives, management teams or staffing structures;
- Driving a digital approach to the delivery of more efficient public services and how the public interacts with constituent authorities where possible;
- Aggregating procurement on common goods and services where possible, either as part of local arrangements or using the National Procurement Service, Crown Commercial Services or other central purchasing bodies which operate in accordance with the Wales Procurement Policy Statement;
- Improving systems and processes to tackle fraud and corruption in line with the Local Government Fraud and Corruption Strategy – this could include an element of staff training;
- Setting up alternative delivery models to deliver services more efficiently and bring in revenue (for example, through selling services to others); and
- Integrating public facing services across two or more public sector bodies (for example children's social care, trading standards) to generate savings or to transform service delivery.
- Investment which supports economic growth projects which are also designed to reduce revenue costs or pressures over the longer term, across one or more local authorities and/or other public sector bodies.

(5) ACCOUNTABILITY AND TRANSPARENCY

Preparation

5.1 Following the end of each financial year, as part of the preparation of its annual accounts, a local authority should ensure it prepares a disclosure note in accordance with the timetable in paragraph 5.5

Content

5.2 As a minimum, the disclosure note should list each project that made use of the capital receipts flexibility, ensuring that it details the split of up-front funding for each project between capital receipts and other sources, and that on a project-by-project basis, setting out the expected savings and/or benefits of investment.

5.3 The disclosure note may also include any other matters considered to be relevant.

Approval

5.4 The disclosure note should be considered and approved by resolution of the committee or of the members meeting as a whole.

Timing

5.5 For any financial year, a disclosure note should be prepared and approved no later than approval of the statement of accounts.

Publication

5.6 Welsh Ministers expect the disclosure note once approved, to be made available to the public free of charge, in print or online.



Llywodraeth Cymru
Welsh Government

Mr C Moore
S. 151 Officer – Swansea Bay City Region
Director of Corporate Services
Carmarthenshire County Council
County Hall
CARMARTHEN
SA31 1JP

16 May 2018

Dear *Chris*

Swansea Bay City Region City Deal: Financial Arrangements

I refer to the ongoing discussions you and others have been having with my predecessor and other colleagues in Welsh Government regarding the Swansea Bay City Region financing arrangements. In particular these have covered how the authorities within the city region are seeking flexibility to manage the financing of the City Deal projects, in the same way that authorities have flexibility to effectively and efficiently manage the funding of their own Capital Programmes.

As set out in the Heads of Terms, the Welsh Government and UK Government have committed to invest a combined total of up to £241 million on specific interventions, subject to the submission and approval of the full business cases in relation to the 11 identified projects and the agreement of governance arrangements. This funding is to be provided as capital funding. However, the Region has indicated that the nature of some projects means they require revenue rather than capital support.

Subject to confirmation by HM Treasury, the government capital grant funding is to be provided on a flat profile with payments of the grant being made over a 15-year period. The local authorities within the City Deal region are expected to manage the funding in respect of the individual projects in the most cost effective and efficient way. There are no plans for Welsh Government to set additional terms and conditions on the use of the capital grant funding or restrict any otherwise permitted funding mechanism beyond those already set out in the Heads of Terms and the standard requirements of grant offers to ensure the maintenance of the highest standards of regularity and propriety for the use public monies. Within this, we expect each local authority to optimise its own funding position.

As indicated previously, the Welsh Government will expect the equivalent value of the allocated grant funds to be clearly expended on the projects as per the business cases submitted.



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INVESTOR IN PEOPLE

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.gsi.gov.uk

In light of the Swansea Bay City Region's need for revenue funds to support some of its projects, the Welsh Government recognises the four authorities will need to manage their capital funding so as to enable revenue expenditure to be supported. If this is to be achieved (at least in part) through the use of the local authorities' available Capital Receipts, local authorities will need to have reference to the latest Direction from Welsh Ministers on the use of capital receipts, issued under section 15(1) (a) of the Local Government Act 2003 and the accompanying statutory *Guidance on Flexible Use of Capital Receipts*.

This may involve each local authority allocating borrowing against other capital projects within its capital programme, to maximise flexibility and make most effective use of resources (including the use of Reserves). This will be a matter for the local authorities concerned, provided they clearly identify that the total value of the City Deal funding provided has been incurred as expenditure on City Deal projects.

As was set out in the Heads of Terms, the Swansea Bay City Region will need to work with the UK Government and the Welsh Government to develop an agreed implementation, monitoring and evaluation plan for whole Deal which sets out the proposed approach to evaluating the impact of delivery.

Linked to this, as part of the grant procedures, the authorities will need to demonstrate clearly that all expenditure has been incurred on each project in line with the relevant business case. This is in line with the City Deal ethos of local accountability, where we have already set out in our letter of 7 July 2017 to the City Deal Accountable Officer (Mark James) that we do not intend to impose additional terms and conditions on the grant offers beyond those required as a matter of course to ensure financial propriety and good governance.

I hope this letter gives you and your colleagues within the City Region sufficient reassurance and confidence in relation to the available funding flexibilities to ensure all the projects can be delivered.

Yours sincerely



Judith Cole
Deputy Director
Local Government Finance Policy, Workforce and Social Partnerships

Mark Drakeford AC/AM
Ysgrifennydd y Cabinet dros Gyllid
Cabinet Secretary for Finance



Llywodraeth Cymru
Welsh Government

Ein cyf/Our ref: MA-P-MD-1201-18

Rob Stewart

Leader, City and County of Swansea

rob.stewart@swansea.gov.uk

11 April 2018

Dear Rob

I write further to recent correspondence and discussions with Leaders and yourself regarding the retention of non-domestic rates in relation to the Swansea Bay City Region City Deal.

This letter sets out an offer of an in-principle agreement to the original proposal which you put forward at the meeting with Leaders and the Secretary of State for Wales. I intend to initiate arrangements to allow the region to retain 50% of the additional net yield in non-domestic rates generated by the 11 projects which are to be delivered by the Deal.

Such an arrangement, of course, will rely upon a commitment from all four authorities to provide the information needed to enable my officials to assess the impact of the changes and to implement them.

Taking this forward will also involve each authority engaging in subsequent discussions with my officials in line with the principles set out in my letter of 10 August. Any change to the current arrangements for non-domestic rates will have significant wider implications for both local authorities and for the budgetary processes of the Welsh Government. These implications need to be fully understood and managed.

I need to be clear that my offer is predicated on the original proposal put to me by the four local authorities. That means that all four authorities will need to meet the forecast borrowing costs and manage any risk of the retained share of the rates yield being lower than estimated. Project business cases will still need to demonstrate that viable financial plans are in place for each project.

It is also the case that the changes needed to enable any share of the rates yield to be retained must be carried out within the relevant legal and financial governance requirements. The advice provided to me suggests that this is not a simple matter. The non-domestic rates system is complex and governed by a detailed statutory framework, consultative arrangements and public finance requirements. Whilst we will, as always, make every effort to ensure the administrative procedures are as simple and effective as possible, we will all have to operate within the required standards. I therefore ask that the four authorities work with my officials to ensure that the necessary changes are effected in line with these long-standing requirements.

I am very pleased that our work together has led to the proposals set out in this letter. I would be grateful for your confirmation that the four authorities wish to accept this offer and make the commitments outlined above so that we may move forward and focus our efforts on the delivery of the Deal.

I am copying this letter to the four Leaders and the Secretary of State for Wales.



Mark Drakeford AM/AC
Ysgrifennydd y Cabinet dros Gyllid
Cabinet Secretary for Finance

Copies to:

Secretary of State for Wales
Cllr Emlyn Dole, Leader, Carmarthenshire County Council
Cllr Rob Jones, Leader, Neath Port Talbot County Borough Council
Cllr David Simpson, Leader, Pembrokeshire County Council
Cllr Mark James, Chief Executive, Carmarthenshire County Council

Schedule 12 - Terms of Reference of Joint Scrutiny Committee

1. **Membership.**

- 1.1 The Joint Scrutiny Committee shall comprise of 12 members in total, 3 each from the 4 Constituent Authorities.
- 1.2 The membership may not include Executive Members

2. **Purpose**

2.1 The purpose of the Joint Scrutiny Committee shall be:

- 2.1.1 Performing the overview and scrutiny function for the Swansea Bay City Region City Deal (as specified in the Swansea Bay City Deal Joint Committee Agreement) on behalf of the 4 Constituent Authorities;
- 2.1.2 To develop a Forward Work Programme reflecting the functions under cl. 2.1.1 above
- 2.1.3 To seek reassurance and consider if the City Deal is operating according to the Joint Committee Agreement, its Business Plan, timetable and / or is being managed effectively;
- 2.1.4 To monitor any City Deal Regional projects against its Programme Plan
- 2.1.5 To make any reports and recommendations to the Constituent Authorities, whether to their executive Boards or Full Council as appropriate, in respect of any function which has been delegated to the Joint Committee pursuant to the Joint Committee Agreement

~~2.2 For the avoidance of doubt scrutiny of individual Authorities projects' shall be a matter for the relevant Constituent Authorities' Scrutiny Committee save where they have the potential to impact materially on the overall portfolio of the City Deal Projects.~~

2.2 Scrutiny of individual Authorities projects' shall be a matter for the relevant Constituent Authorities' Scrutiny Committee. Where individual projects have the potential to impact materially on the overall portfolio of the City Deal Projects the Joint Scrutiny Committee may consider provided that the relevant constituent Authority Scrutiny Committee is in agreement and does not wish to undertake scrutiny themselves.

3. **Chair**

- 3.1 The chair and Vice-Chair of the Joint Scrutiny Committee shall be elected by the Joint Scrutiny Committee
- 3.2 The chair and Vice-Chair of the Joint Scrutiny Committee shall not be from the same Authority as the Chair of the Joint Committee

4. **Voting**

- 4.1 Each member of the Joint Scrutiny Committee shall have one vote. Decisions of the Joint Scrutiny Committee shall be made by simple majority vote.
- 4.2 In the event of equality of votes the Chair of the Joint Scrutiny Committee shall have a casting vote.

5. **Conflicts of Interest**

- 5.1 Members of the Joint Scrutiny Committee must declare any interest either before or during the meetings of the Joint Scrutiny Committee (and withdraw from that meeting if necessary) in accordance with their Council's Code of Conduct or as required by law.

6. **Proceedings of Meetings**

- 6.1 The rules of procedure and access to information rules of the Host Authority for the scrutiny function shall apply to meetings of the Joint Scrutiny Committee
- ~~6.2~~ Members of the Joint Scrutiny Committee shall be subject to the Codes of Conduct for Members of their Councils.
- ~~6.2.3~~ Members shall be entitled to Joint Committee papers in accordance with the procedure rules of the Council that undertakes the monitoring officer and democratic services function.

7. **Quorum**

- 7.1 The quorum for meetings shall be no less than 8 members, which must include at least 1 member from each of the 4 Authorities

8. **Frequency**

- 8.1 The Joint Scrutiny Committee shall meet bi-monthly or on a frequency determined by the Joint Scrutiny Committee. Additional meetings may be convened by the Chair on at least 7 clear days notice.

9. **Allowances**

- 9.1 No allowances shall be paid

10. **Servicing**

- 10.1 The Host Authority for the joint scrutiny functions shall be Neath Port Talbot County Borough Council

11. **Sub-Groups**

- 11.1 The Joint Scrutiny Committee by agreement may create Task and Finish Groups.

12. **Review**

- 12.1 The Terms of reference of the Joint Scrutiny Committee shall be reviewed annually

Schedule 13 - Rules of Conduct of Co-opted Members of the Joint Committee and the Economic Strategy Board

- 1 These rules apply to you in your capacity as:
 - 1.1 a co-opted member of the Joint Committee or
 - 1.2 the Economic Strategy Board of the Swansea Bay City Region.
- You must observe these rules whenever you attend a meeting of the Joint Committee or the Economic Strategy Board.
- 2 You shall conduct yourself appropriately and shall treat others with respect at meetings of the Joint Committee and the Economic Strategy Board.
- 3 You shall not conduct yourself in a manner which could reasonably be regarded as bringing the Joint Committee or the Economic Strategy Board or the Swansea Bay City Region into disrepute.
- 4 You shall abide by any policies and procedures adopted by the Joint Committee.
- 5 You shall prepare fully for meetings of the Joint Committee and the Economic Strategy Board including reading papers and seeking advice from the [Portfolio Management](#) Office when necessary.
- 6 You shall comply with any request for information from the [Portfolio Management Office](#) or the [monitoring officer undertaking the monitoring officer functions pursuant to this Agreement](#), properly and reasonably required in connection with your role as a member of the Joint Committee or the Economic Strategy Board.
- 7 As part of your role you may be requested by the Joint Scrutiny Committee to provide information or to attend a meeting and answer questions in connection with your activities as a member of the Joint Committee, the Economic Strategy Board or the Swansea Bay City Deal, as the case may be and you are expected to comply with any such request.
- 8 You shall not disclose confidential information nor any information relating to business of the Joint Committee or the Economic Strategy Board which is exempt from public access.
- 9 You shall avoid situations where your interests will conflict with the interests of the Swansea Bay City Region.
- 10 You shall regard yourself as having a personal interest in any business of the Joint Committee or Economic Strategy Board if it relates to or is likely to affect:
 - 10.1 Any employment or business carried on by you or any person who employs or has appointed you.
 - 10.2 Any firm in which you are a partner or any company for which you are a remunerated director.
 - 10.3 Any corporate body which has a place of business or land in the Swansea Bay City Region and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body.
 - 10.4 Any land in which you have a beneficial interest which is in the Swansea Bay City Region.
 - 10.5 Any land in the Swansea Bay City Region in which you have a licence to occupy for 28 days or longer.
- 11 You shall regard yourself as having a prejudicial interest in any business of the Joint Committee or Economic Strategy Board if you have a personal interest which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgment of the public interest.
- 12 You shall inform the [Portfolio Management](#) Office of your personal interests so that the [Portfolio Management](#) Office may register your interests on a register of interests of co-opted members of the Joint Committee and the Economic Strategy Board. You shall inform the [Portfolio Management](#) Office of your personal interests:
 - 12.1 No later than 28 days after your acceptance of co-option to the Joint Committee or the Economic Strategy Board; and
 - 12.2 No later than 28 days after you become aware of any new personal interests.
- 13 If you have a personal interest in any business which is considered at a meeting that you attend of the Joint Committee or the Economic Strategy Board you must disclose to that meeting the existence and nature of your interest before or at the commencement of the consideration of the business or when the interest becomes apparent.
- 14 If any of the following circumstances apply in respect of an item of business of the Joint Committee or the Economic Strategy Board you shall subject to paragraph 15 withdraw from the meeting and you shall not participate in the consideration of the business if:

- 14.1 The business relates to project for which the body which nominated or appointed you to the Joint Committee or the Economic Strategy Board is the Delivery Lead.
- 14.2 You have a prejudicial interest in the business.
- 15 Where you have a prejudicial interest in any business considered by the Joint Committee or the Economic Strategy Board you may attend a meeting of the Joint Committee or the Economic Strategy Board at which the business is considered for the purpose of making representations answering questions or giving evidence to the same extent that members of the public are allowed to attend the meeting for the purpose of making representations answering questions or giving evidence.

Undertaking to abide by the rules of conduct

I (name of co-opted member) undertake to abide by the rules of conduct of co-opted members of the Joint Committee and the Economic Strategy Board of the Swansea Bay City Region

Signed -----

Date -----

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Internal Review Team Recommendations

	Internal Audit Recommendations	Amendment to Joint Committee Agreement
1	<p>Redistribution of roles and functions to ensure an equitable balance across the SBCD Partnership, each acting as a check and balance for the other</p>	<p>This balance of functions and responsibilities recommendation is incorporated into the new JCA</p> <p>Para 6.2 – sets out roles/functions of key posts and where they are held. Key to redistributing responsibility the JCA sets out that: MO + Dem Services – Swansea Accountable Body + S 151 - Carmarthenshire Joint Scrutiny – Neath Port Talbot Audit – Pembrokeshire</p> <p>Para 7 – bolsters the responsibilities of the AB by the insertion of:</p> <ul style="list-style-type: none"> • Para 7.1 (g) which provides that the AB will report quarterly on amount of grant monies received, how those monies have been allocated to specific projects and details of any internal recharges made; and • Para 7.1(k) which provides that the AB will cooperate with any reasonable request from a council hosting a specific function ie scrutiny.
2	<p>Appointment of an independent Programme Director, securing the independence of the Lead Officer responsible for the Regional Office with a direct reporting line to the Joint Committee. Reconsideration of the funding arrangement for the RO could enable the associated costs to be contained within existing commitments</p>	<p>The JC has agreed to create an independent role of Programme Director with a direct report to the JC The Interpretation section of the JCA sets out the role</p> <p>Para 6.7 provides for the AB employing a Programme Director (following an appointment process by a Joint Appointment Committee)</p> <p>Para 9.1 reflects the Programme Director reporting to and being directly accountable to the JC and having responsibility for the day to day management of the SBCD</p> <p>Para 9.3 is an indemnity clause addition to the JCA reflecting the direct report/accountability to the JC whilst being employed by CCC.</p>
3	<p>Contingency plans if Government funding is withdrawn at a later date</p>	<p>This is not reflected in any amendment to the JCA. This is a responsibility of the JC and Programme Director/Portfolio Management Office (PMO) who should consider and document the contingency plans in place.</p>
4	<p>The Local approach to delivery of SBCD needs to take account of the</p>	<p>See para 6.2 redistribution of responsibilities across the authorities</p>

	interdependencies across the Programme	
5	Implementation plan revised so that delivery is prioritised and approved by the Joint Committee.	<p>Para 12 of the JCA sets out the process for funding projects. The audit report reflects that the process is not being followed.</p> <p>The JCA has been amended at Para 12 to allow both the Programme Director and the PMO responsibility for compliance.</p> <p>Para 12.3 provides that if the Programme Director is not satisfied with the quality of the business case it can be returned to the Project Authority Lead</p> <p>Para 12.9 sets out that the approval process should take no longer than 6 months.</p>
6	<p>Consideration of:</p> <ul style="list-style-type: none"> • Agreed risk appetite of the Partnership and risk management methodology; • Establishing the ethical values and framework; • Counter fraud, corruption & bribery procedures; • Due diligence and anti-money laundering arrangements; • 4Programme/project management methodology; and • Overarching record of declarations of interest and offers of gifts and hospitality by all Officers and Members. (refer to 3.1, 3.6 and 3.11) 	This is an operational matter for the PMO and is reflected in para 9 of the JCA and will be added to Schedule 15 and will be included in the Programme Directors responsibilities.
7	Approach to UK & WG to reconsider the process to eliminate disproportionate effort by all parties and to ensure that focus is on the deliverability of outcomes and not only on the standard of written documents.	This sits outside the JCA but will be a focus for the Programme Director and PMO.
8	Programme Board, Economic Strategy Board (ESB) and Joint Committee should receive written assurance (in a format to be agreed) that each business case submitted for approval has	This is not reflected in the JCA but will be a focus for the Programme Director and PMO.

	been subject to the required checks and process as defined within the JCA, including approval by the Lead Local Authority.	
9	Regional Office, in its capacity as the SBCD Delivery Team should undertake detailed checks prior to entering into the iterative process or submitting to Programme Board and ESB, to ensure compliance with standard operating principles/values and provide an overview of the outcome of these checks, in order to provide independent assurance to the Programme Board and Joint Committee.	The RO is now the PMO. See changes to para 12 as set out above. See also changes to Schedule 2 Programme Board para 2.1 (e) which supplements the responsibility of Programme Board to ensuring that the Programme Director and PMO have undertaken a detailed analysis of the viability of business cases prior to submission to JC.
10	Programme Board needs to undertake detailed analysis of the financial viability, deliverability and risks to the project. The Programme Board should have detailed knowledge of the business cases and the feedback from UK & Welsh Government to ensure that business cases are of the standard and quality to be submitted for approval to Joint Committee. Current membership includes the Chief Executives of the four Local Authorities: this may be too onerous a commitment for the Chief Executives. Consideration should be given to the most suitable level of Management to commit to Programme Board (possibly Director or appropriate Head of Service), consideration should be given to including a Section 151 Officer to provide financial scrutiny and challenge and appearance of lead project officers to present the case.	<p>Para 10.1 already provides for attendance by Chief Executive or their representatives.</p> <p>Schedule 2 Para 2.1 (e) places responsibility on the Programme Board to ensure that the Programme Director and PMO have undertaken a detailed analysis of the business cases prior to submission to the JC.</p> <p>There is an addition to the JCA at Schedule 2 Para 5.2 which provides that the s 151 officer, the MO and Project Director may attend the Programme Board for the purposes of provision of advice in relation to their role above.</p>

1 1	<p>The ESB membership needs to be streamlined to enable a well functioning commercially minded appraisal function that is focused on identifying further opportunities for the Region and attracting inward investment. Current membership includes the Leaders of the four Local Authorities, which seems impractical given the ESB report to the Joint Committee. Consideration should be given to limiting membership of the ESB to the Private Sector, supported by Life Science & Wellbeing and Further/Higher Education representatives, and the Regional Office Lead. There is an opportunity for the ESB to provide UK & WG with the confidence that is currently lacking around the commercial case; consideration could be given to including a summary report from the ESB with the Full Business Case submission.</p>	<p>The purpose of the ESB has been amended at Schedule 6 para 1.1 of the JCA to include oversight of business case production, consideration of regional added value and investment opportunities. The JCA also includes a covering brief of issues considered by the ESB to be attached to the Business case.</p> <p>Para 3 – membership has been amended to remove the Leaders as the audit review felt that this did not add value.</p> <p>Para 3 has also removed the higher education/life science/well-being reps to allow the ESB to focus on provision of private sector insight and advice.</p>
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Actica Recommendations

	Actica Recommendations	Commentary
1	<p>Pre-Scrutiny should be encouraged but direct and regular face to face contact between those writing the Business' Cases and those providing comment upon them and advising those who will grant approval is essential</p>	<p>This recommendation does not relate to any Joint scrutiny function. It relates to the lack of good practice around incomplete business case approval and the need for an authoritative tier of assurance and support by a Portfolio Management Office. Save that the Portfolio Management Office is reflected in the JCA and the role and function will form schedule 15 to be drafted by the PD.</p>
2	<p>Regional Office should be designated as a Portfolio Management Office, leavening their skills with experience specialists</p>	<p>The creation of the Portfolio Management Office is reflected in Para 9 of the JCA. The composition of the PMO is a matter for the PD and JC.</p>
3	<p>City Team should put in place a best practice Integrated Assurance and Approval Plan for the Portfolio.</p>	<p>This falls outside the remit of the JCA.</p>

4	Each SBCD board should consider the terms of reference and ways of working to ensure they are working as intended.	The JCA reflects amendments to the terms of reference for JC, PB and ESB.
5	Portfolio director should be appointed before May 2019 to ensure continuity of the SBCD	This is being progressed by the creation of a Joint Appointment Committee with a view to all Leaders being involved in the appointment process.
6	SBCD should be managed as a Portfolio not as a set of predetermined and immutable projects	The JCA reflects the creation of the Portfolio Management Office.
7	Yr Egin and Swansea Waterfront – reach a swift conclusion to ensure that funding flow is met	This falls outside of the JCA

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Proffil Swydd/Job Profile

Teitl y Swydd – Cyfarwyddwr Rhaglen Bargaen Ddinesig Bae Abertawe

Post Title – Swansea Bay City Deal Programme Director

Adran	Swyddfa Reoli Rhaglen Bargaen Ddinesig Bae Abertawe
Department	Swansea Bay City Deal Programme Management Office

Gradd/Grade	Pennaeth Gwasanaeth / Head of Service £88,478 - £94,373
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Rhif y Swydd/Post Number	028798
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Paratowyd Gan/Prepared By	Swyddfa Rhaglan Bargaen Ddinesig Bae Abertawe Swansea Bay City Deal Programme Office
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Dyddiad Paratoi / Date Prepared	Mehefin 2019 June 2019
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Prif Ddiben y Swydd

Bod yn atebol i Gyd-bwyllgor Bargaen Ddinesig Bae Abertawe o ran cyflawni'r weledigaeth a'r dyheadau ar gyfer y rhanbarth.

Sicrhau bod rhaglen gytunedig Bargaen Ddinesig Bae Abertawe yn cael ei chyflwyno'n llwyddiannus, gan gyflawni ei phrosiectau'n effeithiol, cyflawni twf cynaliadwy a datgloi rhagor o fuddsoddi gan y llywodraeth a chyllid buddsoddi.

Datblygu a chynnal perthnasoedd effeithiol â'r holl bartneriaid cyhoeddus a phreifat ar draws y rhanbarth a sicrhau ymrwymiad i weledigaeth y Fargaen Ddinesig.

Helpu i ddatblygu proffil Bargaen Ddinesig Bae Abertawe fel lle i fyw, gweithio a buddsoddi ynddo.

Prif dasgau/cyfrifoldebau

1. Gweithio gyda'r Cyd-bwyllgor i gyflawni blaenoriaethau a phrosiectau'r fargaen ddinesig o fewn y terfynau amser perthnasol a sicrhau bod portffolio o brosiectau ar draws ystod o asiantaethau partner yn cael eu cydgysylltu'n llwyddiannus, gan sicrhau bod y rhaglen yn gydlynol.
2. Bod yn gyfrifol am gydlynu rheolaeth y rhaglen gan ategu'r Fargaen Ddinesig a sicrhau bod hynny'n datblygu'n fframwaith cefnogi cadarn sy'n helpu i gyflawni canlyniadau'n llwyddiannus.
3. Sefydlu a rheoli'n effeithiol Swyddfa Reoli Rhaglen Bargaen Ddinesig Bae Abertawe gan sicrhau ei bod yn dod yn adnodd gwerth ychwanegol ar gyfer y rhanbarth yn seiliedig ar egwyddorion rheoli prosiect P3M3.
4. Rhoi yn eu lle strwythurau allweddol er mwyn nodi a chytuno ar y dangosyddion lleol a chenedlaethol a fydd yn mesur llwyddiant y Fargaen Ddinesig.
5. Helpu a chefnogi'r holl bartneriaid i ddilyn trefniadau llywodraethu'r Fargaen Ddinesig ac i reoli'n llwyddiannus gymeradwyo achosion busnes prosiectau.
6. Rhyngwynebu â Llywodraeth ehangach Cymru a'r DU i fynd ar hynt hyn ac unrhyw ffynonellau buddsoddi posibl arall.
7. Meithrin partneriaeth gref a chynhyrchiol â'r sector preifat ledled rhanbarth Bae Abertawe a cheisio cyfleoedd pellach i gael buddsoddiad preifat yn y Fargaen Ddinesig.
8. Llunio ffordd newydd o feddwl yn strategol sydd wedi'i hanelu at ddatblygu atebion arloesol a chreadigol sy'n mynd i'r afael â'r heriau a'r rhwystrau sy'n wynebu twf economaidd ar draws y rhanbarth, a sicrhau eich bod yn gwybod am hynny.
9. Ar y cyd â'r Bwrdd Strategaeth Economaidd, datblygu ymagwedd newydd tuag at yr economi sylfaenol ledled y rhanbarth a chysylltu â strategaethau'r llywodraeth ynghylch hyn, yn enwedig o ran caffael lleol.
10. Cyfathrebu'n effeithiol weledigaeth y Fargaen Ddinesig yn y rhanbarth, ar draws y DU ac yn rhyngwladol.
11. Sicrhau bod riportio a rheolaeth ariannol effeithiol yn digwydd er mwyn mwyhau'r defnydd o adnoddau ac er mwyn sicrhau bod blaenoriaethau y cytunwyd arnynt yn cael eu hariannu'n effeithiol.
12. Rhoi gwybod am gynnydd ac anawsterau o ran gweithredu a rheoli prosiectau i'r Cyd-bwyllgor, Bwrdd y Rhaglen a'r Bwrdd Strategaeth Economaidd a chwilio am atebion i unrhyw broblemau a allai godi.

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| 13. Darparu data monitro perfformiad cynhwysfawr i'r Cyd-bwyllgor ac unrhyw randdeiliaid eraill a nodwyd. |
| 14. Sicrhau bod ymgysylltu cynhwysfawr a rhagweithiol yn digwydd ag asiantaethau partner, cynghorau lleol, busnesau a sectorau eraill. |

Yn gyfrifol am staff/offer

Yn gyfrifol am recriwtio a rheoli ar gyfer Swyddfa Reoli'r Rhaglen.

Yn atebol i

Cyd-bwyllgor Bargen Ddinesig Bae Abertawe

Meini Prawf	Hanfodol
<p>Cymwysterau /</p> <p>Hyfforddiant galwedigaethol /</p> <p>Aelodaeth Broffesiynol</p>	<p>Yn meddu ar radd mewn pwnc perthnasol neu brofiad cyfatebol</p> <p>Cymhwyster rheoli rhaglen / prosiect (e.e. PRINCE2, AGILE)</p> <p>Datblygiad Proffesiynol Parhaus amlwg</p>
<p>Y sgiliau sy'n ymwneud â'r swydd /</p> <p>Galluoedd</p>	<p>Penderfynu ynghylch Camau a'u Rhoi ar Waith</p> <p>Gwneud penderfyniadau cyflym a chlir a allai olygu gwneud dewisiadau anodd neu gymryd risgiau ystyriol;</p> <p>Cymryd cyfrifoldeb dros gamau gweithredu, prosiectau a phobl;</p> <p>Bod yn flaengar ac yn hyderus a gweithio heb gyfarwyddyd;</p> <p>Ysgogi a chreu gweithgaredd</p> <p>Arwain a Goruchwyllo</p> <p>Rhoi arweiniad clir i eraill; Pennu safonau ymddygiad priodol;</p> <p>Dirprwyo gwaith yn briodol ac yn deg; Ysgogi a grymuso eraill; Rhoi cyfleoedd i staff ddatblygu a chael hyfforddiant personol;</p> <p>Recriwtio staff o'r radd flaenaf</p> <p>Glynu wrth Egwyddorion a Gwerthoedd</p> <p>Cynnal safonau moesol a gwerthoedd; Arddangos gonestrwydd;</p> <p>Hyrwyddo ac amddiffyn cyfleoedd cyfartal, adeiladu tимоedd amrywiol;</p> <p>Annog cyfrifoldeb trefniadol ac unigol tuag at y gymuned a'r amgylchedd</p> <p>Darbwylllo a Dylanwadu</p> <p>Gwneud argraff bersonol gref ar eraill; Ennill dealltwriaeth glir ac ymrwymiad gan eraill drwy ddarbwylllo, argyhoeddi a chyd-drafod;</p> <p>Hybu syniadau ar eich rhan eich hun neu ar ran eraill;</p> <p>Defnyddio prosesau gwleidyddol yn effeithiol i ddylanwadu ar eraill ac i'w darbwylllo</p>

Cyflwyno a Chyfathrebu

Siarad yn glir ac yn rhugl; Mynegi barn, gwybodaeth a phwyntiau allweddol dadl yn glir; gwneud cyflwyniadau ac ymgymryd â siarad cyhoeddus gyda medruswydd a hyder;

Ymateb yn gyflym i anghenion cynulleidfa ac i'w hymatebion a'u hadborth;

Hygrededd prosiectau

Llunio Strategaethau a Chysyniadau

Gweithio'n strategol i wireddu amcanion y sefydliad; Pennu a datblygu strategaethau;

Clustnodi a threfnu'r adnoddau sydd eu hangen i gyflawni tasgau:

Monitro perfformiad yn unol â dyddiadau cau a cherrig milltir

Addasu ac Ymateb i Newid

Addasu i amgylchiadau newidiol; derbyn syniadau newydd a mentrau ar gyfer newid;

Addasu arddull ryngpersonol yn ôl yr hyn sy'n addas i wahanol bobl neu sefyllfaoedd;

dangos parch a sensitifrwydd tuag at wahaniaethau diwylliannol a chrefyddol

Ymdrin ag amwysedd gan wneud defnydd cadarnhaol o'r cyfleoedd y mae hynny'n ei gyflwyno

Dadansoddi

Dadansoddi data rhifyddol, data geiriol a phob ffynhonnell wybodaeth arall;

rhanu gwybodaeth yn gydrannau, patrymau a chydberthnasau; ymchwilio i gael rhagor o wybodaeth neu well dealltwriaeth o broblem; gwneud penderfyniadau rhesymegol ar sail y wybodaeth a'r dadansoddiad sydd ar gael;

cynnig atebion ymarferol i amrywiaeth o broblemau; deall bod un mater yn gallu bod yn rhan o system lawer mwy

Sensitifrwydd gwleidyddol – Sensitifrwydd a barn wleidyddol ragorol, a'r gallu i weithio gyda llywodraethau a chynghorau; Yn hyderus wrth reoli materion sensitif a gwleidyddol; Defnydd effeithiol o ddiplomyyddiaeth

<p>Gwybodaeth</p>	<p>Gwybodaeth am lywodraeth leol, ranbarthol a chenedlaethol ac asiantaethau, y gymuned fusnes a sefydliadau allanol perthnasol eraill</p> <p>Dealltwriaeth dda o brosesau gwneud penderfyniadau Llywodraeth Genedlaethol ac awdurdodau lleol a chyllid llywodraeth leol</p> <p>Dealltwriaeth glir o agenda'r Llywodraeth Genedlaethol ar gyfer Awdurdodau Lleol ar lefel y DU a Chymru</p> <p>Dealltwriaeth drylwyr o egwyddorion llywodraethu allweddol</p>
<p>Profiad</p>	<p>Profiad o arwain rhaglenni mawr a chymhleth i gyflawni canlyniadau llwyddiannus mewn strategaethau cydymffurfio cysylltiedig</p> <p>Profiad o gynllunio a mewnblannu rhaglenni mawr, cymhleth yn unol â therfynau amser caeth drwy drefnu adnoddau ar draws ffiniau sefydliadol</p> <p>Profiad helaeth o reoli portffolios/prosiectau</p> <p>Profiad o waith partneriaeth sylweddol gydag ystod o sefydliadau mewnol ac allanol i gyflawni amcanion cyffredin</p> <p>Profiad sylweddol a diweddar o reoli'n llwyddiannus ar lefel uwch gan ymdrin ag ystod amrywiol ac allweddol o sefydliadau uchel eu proffil yn y Sector Cyhoeddus a Phreifat</p> <p>Llwyddiant blaenorol o weithredu ar lefel uwch ac o reoli perthnasoedd cymhleth ac amrywiol â rhanddeiliaid yn effeithiol</p> <p>Y gallu i arwain timau amlddisgyblaethol, traws-sefydliadol</p> <p>Y gallu i ddod o hyd i atebion creadigol ac arloesol i broblemau cymhleth ac i weithio gydag ystod o bartneriaid er mwyn eu gweithredu.</p>
<p>Rhinweddau personol</p>	<p>Dull strategol a gweledigaeth i gyflwyno rhaglenni cymhleth mawr</p> <p>Cymryd ymagwedd gydweithredol at weithio mewn partneriaeth</p> <p>Yn gwneud penderfyniadau gwybodus ar sail gwybodaeth a phrofiad cadarn</p> <p>Hunangymhelliant ac ymagwedd hyblyg ac addasadwy at waith</p> <p>I gallu weithio mewn amgylchedd heriol ac i amserlenni llym.</p> <p>Meddu ar y gallu i greu amgylchedd o ymddiriedaeth, didwylledd a chydaddoldeb drwy ryngweithio â phobl o wahanol gefndiroedd cymdeithasol, diwylliannol, economaidd ac addysgol.</p> <p>Sgiliau rhyngpersonol ardderchog a'r gallu i feithrin perthnasoedd llwyddiannus ac ymddiriedaeth gydag ystod eang o bartneriaid</p>

	Y gallu i ddadansoddi gwybodaeth ariannol a defnyddio'r wybodaeth yn effeithiol er mwyn sicrhau rheoli cyllidebau'n effeithiol ac atebolrwydd
	Dymunol
	Profiad o arwain mentrau arbennig i gefnogi amcanion economaidd a chymdeithasol Profiadau o adrodd i Gyd-bwyllgorau/Byrddau

Sgiliau Iaith / Cyfathrebu	Sgiliau Llafar	Sgiliau Ysgrifennu
Cymraeg	Lefel 2	Lefel 2
Saesneg	Lefel 5	Lefel 5

DIM ANGEN GWIRIAD DBS	<input checked="" type="checkbox"/>
<u>Adran A – y math o ddatgeliad</u>	
DATGELIAD SAFONOL	<input type="checkbox"/>
DATGELIAD MANWL	<input type="checkbox"/>
DATGELIAD MANWL GAN WIRIO'R RHESTR WAHARDD	<input type="checkbox"/>
<u>Adran B – y math o weithlu</u>	
Y GWEITHLU PLANT	<input type="checkbox"/>
Y GWEITHLU OEDOLION	<input type="checkbox"/>
Y GWEITHLU PLANT AC OEDOLION	<input type="checkbox"/>
GWEITHLU ARALL	<input type="checkbox"/>

Y RHESWM

Cyfeiriwch at ganllawiau a/neu cysylltwch â'ch Ymgynghorydd Adnoddau Dynol cyn penderfynu a yw Gwiriad DBS yn ofynnol ar gyfer y swydd hon. Cofnodwch eich rhesymau yma.

UNRHYW WYBODAETH ARALL

Mae hon yn swydd hollbwysig ac uchel ei phroffil sef sefydlu a rhedeg swyddfa reoli'r rhaglen ar gyfer Bargen Ddinesig Bae Abertawe yn ogystal â chydlynu ei phortffolio o brosiectau rhanbarthol.

Caiff y Fargen Ddinesig gyllid gan Lywodraeth y Deyrnas Unedig a Llywodraeth Cymru, y sector cyhoeddus a'r sector preifat. Mae hwn yn gyfle enfawr i uwch-reolwr/arweinydd uchelgeisiol a phrofiadol weithio yn Ne-orllewin Cymru. Rydym yn chwilio'n benodol am

ymgeisydd sydd â sgiliau amlwg o ran rheoli'r rhaglen a phrosiectau, ac sydd â'r gallu i weithio ar draws ffiniau sefydliadol yn y sectorau cyhoeddus a phreifat.

Swydd dan Gyfyngiadau Gwleidyddol: sy'n ei gwneud yn ofynnol i ddeiliad y swydd fod yn wleidyddol ddi-dduedd

Rydym wedi ymrwymo i helpu pobl i fyw, gweithio a manteisio ar wasanaethau yn eu dewis iaith, felly mae'r gallu i gyfathrebu yn Gymraeg yn fanteisiol. Mae gennym ystod o opsiynau hyblyg i'ch helpu i gyrraedd y safon ofynnol ar gyfer y swydd.

Main Purpose of Job

To be accountable to the Swansea Bay City Deal Joint Committee in delivering its vision and aspirations for the region

To ensure successful delivery of the agreed Swansea City Deal programme, effectively delivering its projects, achieving sustainable growth and unlocking further government and investment funding

To develop and maintain effective relationships with all public and private partners across the region and ensure commitment to the City Deal vision

To assist in developing the profile of the Swansea Bay City Deal Region as a place to live, work and invest

Key tasks/responsibilities

1. To work with the Joint Committee to deliver the city deal priorities and projects within the relevant timescales and to ensure the successful co-ordination of a portfolio of projects across a range of partner agencies, ensuring that the programme is joined-up and coherent
2. To be responsible for coordinating the programme management underpinning the City Deal and ensure that develops into a robust supporting framework which assists in the successful delivery of outcomes
3. To effectively establish and manage the Swansea Bay City Deal Programme Management Office ensuring that it becomes a value-added resource for the region based on P3M3 project management principles
4. To put in place the key structures in order to identify and agree the local and national indicators that will measure the success of the City Deal
5. To assist and support all partners to follow the City Deal governance arrangements and to successfully manage the approval of project business cases
6. To interface with the wider Welsh and UK Government in pursuit of this and any other potential sources of investment
7. To build strong and productive partnership with the private sector throughout the Swansea Bay region and seek further opportunities for private investment in the City Deal
8. To keep abreast and devise new strategic thinking aimed at developing innovate and creative solutions that address the challenges and impediments to economic growth across the region

9. In liaison with the Economic Strategy Board, develop a new approach to the foundational economy throughout the region and link into government strategies on this, especially in terms of local procurement
10. To effectively communicate the vision of the City Deal both within the region and across the wider UK and internationally
11. To ensure there is effective financial management and reporting to maximise the use of resources available and to ensure that there is effective resourcing of agreed priorities
12. To report progress and issue in terms of project implementation and management and management to the Joint Committee, Programme Board and the Economic Strategy Board and to seek solutions to any problems that may arise
13. Provide comprehensive performance monitoring data to the Joint Committee any other identified stakeholders
14. Ensure there is comprehensive and pro-active stakeholder engagement across partner agencies, local councils, businesses and other sectors

Responsible for staff/equipment

Responsible for recruitment and management of Programme Management Office

Reporting to

Swansea Bay City Deal Joint Committee

Criteria	Essential
Qualifications/ Vocational training/ Professional Memberships	<p>Educated to degree level in relevant subject or equivalent experience</p> <p>Programme / project management qualification (e.g. PRINCE2, AGILE)</p> <p>Demonstrable continuing professional development</p>
Job Related Skills/ Competencies	<p>Deciding & Initiating Action</p> <p>Makes prompt, clear decisions which may involve tough choices or considered risks; Takes responsibility for action, projects and people;</p> <p>Takes initiative, acts with confidence and works under own direction;</p> <p>Initiates and generates activity</p> <p>Leading & Supervising</p> <p>Provides others with a clear direction; Sets appropriate standards of behaviour; Delegates work appropriately and fairly; Motivates and empowers others;</p> <p>Provides staff with development opportunities and coaching; Recruits staff of a high calibre</p> <p>Adhering to Principles & Values</p> <p>Upholds ethics and values; Demonstrates integrity; Promotes and defends equal opportunities, builds diverse teams;</p> <p>Encourages organisational and individual responsibility towards the community and the environment</p> <p>Persuading & Influencing</p> <p>Makes a strong personal impression on others;</p> <p>Gains clear agreement and commitment from others by persuading, convincing and negotiating;</p> <p>Promotes ideas on behalf of self or others;</p> <p>Makes effective use of political processes to influence and persuade others</p> <p>Presenting & Communicating</p> <p>Speaks clearly and fluently; Expresses opinions, Information and key points of an argument clearly;</p> <p>Make presentations and undertakes public speaking with skill and confidence;</p>

	<p>Responds quickly to the needs of an audience and to their reactions and feedback;</p> <p>Projects credibility</p> <p>Formulating Strategies & Concepts</p> <p>Works strategically to realise organisational goals; Sets and develops strategies;</p> <p>Identifies and organises resources needed to accomplish tasks:</p> <p>Monitors performance against deadlines and milestones</p> <p>Adapting & Responding to Change</p> <p>Adapts to changing circumstances; accepts new ideas and change initiatives;</p> <p>Adapts interpersonal style to suit different people or situations;</p> <p>Shows respect and sensitivity towards cultural and religious</p>
Knowledge	<p>Wide knowledge of local, regional and National Government and agencies, the business community and other relevant external organisations</p> <p>Good understanding of National Government and local authority decision-making processes and local government finance</p> <p>A clear understanding of National Government's agenda for Local Government at both UK and Wales levels</p> <p>A thorough understanding of key governance principles</p>
Experience	<p>Experience of leading large and complex programmes to deliver successful outcomes within associated compliance strategies</p> <p>Experience of planning and implanting large, complex programmes to strict deadlines by marshalling resources across organisational boundaries</p> <p>Extensive experience of portfolio / project management</p> <p>Substantial partnership working with a range of internal and external organisations to deliver common objectives</p> <p>Significant and recent experience of successful management at a senior level covering a diverse range of key, high profile Public and Private Sector organisations</p> <p>Track record of operating at a senior level, managing complex and varied stakeholder relationships effectively</p> <p>Proven ability to lead multidisciplinary, cross organisational teams</p>

	Proven ability to find creative and innovative solutions to complex problems and to work with a range of partners to implement them.
Personal qualities	<p>Strategic approach and vision to deliver large complex programmes</p> <p>Takes a collaborative approach to partnership working</p> <p>Makes informed decisions based on sound information and experience</p> <p>Self-motivated with a flexible and adaptable approach to work</p> <p>Ability to work in a demanding environment and to tight time scales</p> <p>Have the ability to create an environment of trust, openness and equality by interacting with people of various social, cultural, economic and educational backgrounds</p> <p>Excellent interpersonal skills and the ability to build successful relationships and trust with a wide range of partners</p> <p>Ability to analyse financial information and effectively use the information to ensure efficient budget management and accountability</p>
	Desirable
	<p>Experience of leading special initiatives in support of economic and social objectives</p> <p>Experiences of reporting to Joint Committees / Boards</p>

Language/ Communication Skills	Spoken Level	Written level
Welsh	Level 2	Level 2
English	Level 5	Level 5

NO DBS CHECK REQUIRED	<input checked="" type="checkbox"/>
Section A – type of disclosure	
STANDARD DISCLOSURE	<input type="checkbox"/>
ENHANCED DISCLOSURE	<input type="checkbox"/>
ENHANCED DISCLOSURE WITH BARRED LIST CHECK	<input type="checkbox"/>
Section B – workforce type	
CHILD WORKFORCE	<input type="checkbox"/>
ADULT WORKFORCE	<input type="checkbox"/>
CHILD AND ADULT WORKFORCE	<input type="checkbox"/>
OTHER WORKFORCE	<input type="checkbox"/>

JUSTIFICATION

ANY OTHER INFORMATION

This is a high profile and critical role tasked with establishing and running the programme management office for the Swansea Bay City Deal plus co-ordinating its portfolio of regional projects.

The City Deal includes funding from the UK and Welsh Governments, the public sector and the private sector. This presents a huge opportunity for an ambitious and experienced senior manager/leader to work in South West Wales. We are particularly looking for candidate with demonstrable skills in terms of project and programme management and an ability to work across organisational boundaries in both public and private sectors.

Politically Restricted Post: which requires the post holder to be politically neutral

We are committed to helping people live, work and access services in their language of choice, therefore the ability to communicate in Welsh is advantageous. We have a range of flexible options to help you reach the required standard for this post

EXECUTIVE BOARD 23rd September 2019

COUNCIL'S REVENUE BUDGET MONITORING REPORT

Recommendations / key decisions required:

That the Executive Board receives the Budget Monitoring report and considers the budgetary position and appropriate corrective action.

In light of the current forecast of a potential significant overspend at departmental level, Chief Officers and Heads of Service continue to critically review their budgetary positions and implement appropriate mitigating actions to deliver their services within their allocated budgets as a matter of urgency.

Reasons:

To provide the Executive Board with an update on the latest budgetary position as at 30th June 2019, in respect of 2019/2020.

Relevant scrutiny committee to be consulted: NA

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. David Jenkins

Directorate: Corporate Services

Name of Director:
Chris Moore

Report Author:
Randal Hemingway

Designations:

Director of Corporate Services

Head of Financial Services

Tel No. 01267 224886
E Mail Addresses:

CMoore@carmarthenshire.gov.uk

Rhemingway@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

EXECUTIVE BOARD

23rd September 2019

The revenue budget monitoring reports for the period to 30th June 2019 are attached and indicate that:

COUNCIL FUND REVENUE ACCOUNT(Appendix A)

Overall, the monitoring report forecasts an end of year overspend of £3,702k on the Authority's net revenue budget with an overspend at departmental level of £5,172k.

The most significant pressure points are within Education and Children's Services and the department needs to critically examine the current forecasted position.

Chief Executive's Department

The Chief Executive Department is anticipating an overspend of £397k for the year. This is made up of a £339k overspend relating to non-delivery of Corporate Savings and £58k overspend on operational budgets.

Corporate Savings : £290k Non-delivery of the efficiency proposal in relation to Health & Safety and a £49k shortfall in Standby efficiency delivery.

Operational budgets (£58k overspend):

Chief Executive's section are anticipating an underspend of £14k due to a temporary part year vacant post within the business support unit.

There is an anticipated £54k overspend in People Management. This is predominantly due to a proposed efficiency within the Employee Well Being section not yet achieved in 2019-20. (£38k income generation from Pembs for the OH service)

ICT & Corporate Policy are anticipating a £33k underspend due to a staff vacancy within the Welsh Language section pending a team review.

Admin and Law are anticipating an overspend of £67k, this includes a £25k overspend on Land Charges due to a decline in demand for searches and a £38k overspend in Legal services as a result of an additional responsibility allowance and a regrading not budgeted for.

The Marketing and Media section are anticipating a £117k net underspend. This is due to an underspend on staffing costs in the Customer Services centres and Translation unit but an overspend in the Marketing and Media unit due to staffing. There is a review of staffing within the division currently being undertaken.

Electoral Services is anticipating breaking even for the year.

The Regeneration division is anticipating a £98k overspend for the year. This is largely due to £100k of costs associated with meeting the Authority's objective to reduce carbon emissions in the forthcoming years; a £50k overspend on admin buildings due to a proposed rental income efficiency of £50k for Ty'r Nant no longer achievable as the building is in the process of being sold; a £87k overspend at Nantyci Livestock market due to an anticipated shortfall in rental income and a £37k overspend on Provision Markets due to essential work at both sites. This is offset by £92k underspend on commercial properties and an £80k underspend in Industrial Premises due to high occupancy levels.

Department for Communities

Performance data shows increased demographic pressure on demand in line with national information that shows a year on year increase in Older People of 3.4%. Cost of agency staff at residential homes is expected to be £176k overspent due to workforce recruitment issues in parts of the county. There has been a significant increase in demand for domiciliary care that has only been partly offset by a fall in residential care placements (+£212k). Integrated Care Fund initiatives such as Releasing Time to Care resulting in lower demand e.g. for double handed care packages are being applied to try to reduce these costs. Private sector homes are also feeling the impact of greater demand predicting £90k overspend.

Physical Disabilities services hold several vacancies (mainly occupational therapists) resulting in £71k savings. Performance data shows pressure on demand as complexity of placement increases with this client group will result in an overspend of £158k.

In Learning Disability services there is an overspend on staffing in Coleshill Day Centre (£30k) due to complexity of clients overall for LD the net overspend will be £139k.

Professional fees relating to increased number of Deprivation of Liberty Standards (DoLS) referrals will result in an overspend of £45k.

Leisure Services are predicting a nil variance.

Housing & Public Protection Services are predicting a nil variance.

Corporate Services

The Corporate Services Department is projecting a £623k underspend for the year.

This is due to £478k of vacant posts, a £151k underspend in pre LGR pension costs, a £17k underspend on grant audit fees and a £9k reduction in our new bank contract costs,. There is also £27k of net additional income from a new S151 support arrangement with M&WWFA. This is offset by maternity cover costs of £36k and a £29k overspend in Revenues due to a credit card charges efficiency no longer being implemented due to a change in legislation.

Department for Education and Children (excluding Schools Delegated)

The Department for Education and Children is forecasting a net overspend of £659k at year end.

The main adverse budget variations relate to: increased demand for Special Educational Needs provision £106k; school based EVR and redundancy costs £78k; Education Other Than At School £235k; School Modernisation property decommissioning costs £77k; One off net balances of closed schools transferring back to the department £59k; School Meals service sickness cover and kitchens' maintenance £92k; Music Service running costs (mainly staff) exceeding the SLA income from schools by £142k; Legal costs within Childrens' Services £86k based on year to date demand.

This is partially offset by staff vacancies and the utilisation of additional grants to support core spend -£111k, along with -£103k for Childrens' Services Out of County placements based on existing placements.

Schools Delegated Budgets

Schools working budgets are predicting a net overspend in year of approximately £3m. The year end position 2018/19 resulted in a net deficit on school reserves of £373k which is a significant change from the historical situation of holding healthy school reserves within the balance sheet. The position is being considered in detail by the Directors in liaison with Portfolio Members, and a further report with corrective actions will be presented at the earliest opportunity.

Environment

The department is anticipating an overspend of £984k for the financial year, largely due to pressures within Planning, School Transport and Waste Services.

The Waste and Environmental Services division is projecting a £312k overspend. The Trade Waste transfer is not yet fully completed which has resulted in a £29k overspend, in addition, Clinical waste is showing a £43k overspend as a result of the service transfer postponement, due to complexity of ensuring appropriate service for all users. There has also been increased operational costs within refuse collection of £93k – temporary additional resource was required to service the new routes whilst they were being implemented. There is a £56k anticipated overspend on green waste collection, as it is not yet self-financing and a third vehicle has now been introduced to cater for potential additional customers. We did not anticipate breaking even this financial year, as per the original business plan, but we are on track with growing the service as anticipated, with a view to being break even in future years. The cleansing service is overspent by £54k. Service reviews have commenced to look at ways to reduce costs within the service. There is also an anticipated overspend of £31k within Urban Parks for the year, the level of works is to be reviewed.

Highways and Transportation are anticipating a £250k overspend for the year. This is down to a projected £214k overspend on school transport due to increases in the number of pupils with additional learning needs being transported, a number of successful appeals along with increased contractor costs and an increased minimum wage. There is also a £26k anticipated overspend in car parks due to the temporary loss of spaces in St Peters car park

Planning Division is anticipating a £452k overspend for the year. There is a projected £493k shortfall in development management income, but this overspend is partially offset by additional income generated from running training courses at the Tywi centre.

The Property division is anticipating to broadly break even for the year.

The Business Support Division is expecting to be £46k underspent due to a few short term vacant posts during the year.

HOUSING REVENUE ACCOUNT (Appendix B)

The HRA is predicting to be underspent by £172k for 2019/20. Repairs and Maintenance is likely to be overspent by £25k mainly due to additional responsive repairs. Capital financing charges will be £212k less than budgeted due to a slight reduction in interest rates.

Income (inclusive of rents) will be underachieved by approximately £15k.

Lists of the main variances are attached to this report.

DETAILED REPORT ATTACHED ?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Chris Moore**

Director of Corporate Services

Policy, Crime & Disorder and Equalities NONE	Legal NONE	Finance YES	ICT NONE	Risk Management Issues NONE	Staffing Implications NONE	Physical Assets NONE
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1. Finance

Council Fund

Overall, the Authority is forecasting an overspend of £3,702k.

HRA

The HRA is predicting to be underspent by £172k for 2019/20.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Chris Moore**

Director of Corporate Services

1. Scrutiny Committee – Not applicable

2. Local Member(s) – Not applicable

3. Community / Town Council – Not applicable

4. Relevant Partners – Not applicable

5. Staff Side Representatives and other Organisations – Not applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
2019/20 Budget		Corporate Services Department, County Hall, Carmarthen

REPORT OF THE DIRECTOR OF CORPORATE SERVICES

PRELIMINARY EXECUTIVE BOARD 9th September 2019

COUNCIL'S BUDGET MONITORING REPORT 2019/20

Director and Designation	Author & Designation	Telephone No	Directorate
C Moore, Director of Corporate Services	R Hemingway, Head of Financial Services	01267 224886	Corporate Services

Table 1

Forecasted for year to 31st March 2020

Department	Working Budget				Actual				June 19
	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Variance for Year
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	30,187	-12,443	-2,355	15,389	29,728	-11,587	-2,355	15,786	397
Communities	144,479	-56,790	10,770	98,459	147,084	-58,641	10,770	99,213	754
Corporate Services	77,610	-51,091	-199	26,320	76,879	-50,983	-199	25,697	-623
Education & Children (inc. Schools)	156,797	-16,607	26,106	166,295	163,923	-20,074	26,106	169,955	3,660
Environment	115,000	-71,527	11,898	55,371	121,718	-77,261	11,898	56,355	984
Departmental Expenditure	524,074	-208,458	46,219	361,835	539,333	-218,546	46,219	367,006	5,172
Capital Charges/Interest/Corporate				-20,497				-20,897	-400
Levies and Contributions:									
Brecon Beacons National Park				138				138	0
Mid & West Wales Fire & Rescue Authority				9,838				9,838	0
Net Expenditure				351,314				356,085	4,772
Transfers to/from Departmental Reserves									
- Chief Executive				0				-397	-397
- Corporate Services				0				311	311
- Environment				0				-984	-984
Net Budget				351,314				355,015	3,702

Chief Executive Department

Budget Monitoring - as at 30th June 2019

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	
Chief Executive	476	0	-738	-262	801	0	-738	63	325
People Management	4,337	-1,419	-2,457	461	4,458	-1,486	-2,457	515	54
ICT & Corporate Policy	5,620	-941	-4,710	-30	5,551	-904	-4,710	-63	-33
Admin and Law	4,170	-548	478	4,101	4,171	-483	478	4,167	67
Marketing & Media	2,692	-771	-1,510	411	2,573	-768	-1,510	295	-117
Statutory Services	1,269	-295	341	1,315	1,319	-342	341	1,318	3
Regeneration & Property	11,622	-8,469	6,240	9,393	10,855	-7,605	6,240	9,491	98
GRAND TOTAL	30,187	-12,443	-2,355	15,389	29,728	-11,587	-2,355	15,786	397

Chief Executive Department - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Chief Executive						
Corporate Savings Target	-339	0	0	0	339	£290k Corporate Health & Safety efficiency proposal not yet implemented; £49k standby efficiency less than originally proposed.
Chief Executive Business Support Unit	562	0	548	0	-14	Part year vacant post
People Management						
Business & Projects Support	268	0	252	0	-16	Savings on supplies & Services
Payroll	665	-342	654	-342	-11	Vacant Post
Employee Well-being	699	-290	754	-274	72	Shortfall on proposed efficiency income target and unfunded post
ICT						
Welsh Language	180	-10	146	-9	-33	Vacant Post pending team review
Admin and Law						
Land Charges Administration	151	-294	114	-232	25	Reduction in income due to reduction in demand
Legal Services	1,637	-254	1,671	-251	38	Additional responsibility allowances not budgeted for
Marketing & Media						
Marketing and Media	594	-366	657	-366	63	Overspend on salaries pending division restructure
Translation	522	-35	446	-35	-75	Part year vacant posts
Customer Services Centres	1,104	-336	1,000	-336	-104	Part year vacant posts
Marketing Tourism Development	343	-1	324	-1	-20	Part year vacant posts
Events	49	-28	62	-26	16	Overspend on events managed within underspend on Tourism Development above
Regeneration & Property						
Commercial Properties	31	-594	53	-708	-92	High occupancy levels resulting in additional income
Provision Markets	566	-638	608	-643	37	Essential maintenance required in year at both Llanelli and Carmarthen Markets
Carbon Reduction Programme	0	0	100	0	100	Costs associated with the authority's commitment to reduce carbon in the forthcoming years
Administrative Buildings	2,819	-772	2,837	-740	50	Proposed rental income efficiency of £50k for Ty'r Nant is no longer achievable as building is in the process of being sold
Industrial Premises	529	-1,567	470	-1,589	-80	High occupancy levels resulting in additional income

Chief Executive Department - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Livestock Markets	58	-205	17	-76	87	Anticipated shortfall in income collected at Nant Y Ci Mart
Other					16	
Grand Total					397	

Department for Communities
Budget Monitoring - as at 30th June 2019

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	
Adult Services									
Older People	57,026	-22,271	2,658	37,414	58,462	-23,241	2,658	37,880	467
Physical Disabilities	7,116	-1,362	204	5,958	6,934	-1,095	204	6,043	85
Learning Disabilities	36,256	-9,784	1,294	27,766	37,469	-10,857	1,294	27,905	139
Mental Health	9,473	-3,424	237	6,286	9,640	-3,577	237	6,300	14
Support	6,937	-3,104	986	4,819	6,964	-3,083	986	4,867	48
Homes & Safer Communities									
Public Protection	3,170	-974	588	2,784	3,073	-900	588	2,761	-24
Council Fund Housing	9,147	-7,949	243	1,442	9,161	-7,939	243	1,466	24
Leisure & Recreation									
Leisure & Recreation	15,354	-7,923	4,559	11,991	15,381	-7,950	4,559	11,991	0
GRAND TOTAL	144,479	-56,790	10,770	98,459	147,084	-58,641	10,770	99,213	754

Department for Communities - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Adult Services						
Older People						
Older People - LA Homes	7,629	-4,830	7,746	-4,772	176	Cost of agency staff due to workforce recruitment issues in parts of the county and complexity of client need
Older People - Private/ Vol Homes	22,958	-11,657	23,571	-12,180	90	Performance data shows increased demographic pressure on demand in line with national information that shows a year on year increase in Older People of 3.4%pa. Preventative work continues to be reviewed to mitigate the effects of this
Older People - Private Home Care	7,496	-2,207	8,376	-2,875	212	There has been a significant increase in demand for domiciliary care that has only been partly offset by a fall in residential care placements. There is significant departmental work to monitor and manage demand by audit assessment practice and by continuing to promote independent living through Integrated Care Fund initiatives such as Releasing Time to Care resulting in lower demand eg for double handed care packages. We are currently reviewing whether this initiative requires additional resources to yield the necessary financial savings
Physical Disabilities						
Phys Dis - Commissioning & OT Services	587	-82	515	-82	-71	Vacancies within the Occupational Therapy Team: 1FTE Senior Practitioner; 1.5FTE Occupational Therapy Assistant; 1FTE Occupational Therapist offset by payments for Rotational Occupational Therapy from Hywel Dda
Phys Dis - Private/Vol Homes	703	-67	1,088	-294	158	Performance data shows pressure on demand as complexity of placement increases with this client group. Preventative work continues to be reviewed to mitigate the effects of this
Learning Disabilities						
Learn Dis - Employment & Training	1,261	-349	1,346	-303	132	Overspend on staffing in Coleshill Day Centre £30k due to complexity of clients. Collaboration with social enterprise for craft / reprovision of a day centre / transport is likely to be overspent in 2019/20
Support						
Adult Safeguarding & Commissioning Team	1,265	-21	1,288	0	45	Professional fees relating to increased number of Deprivation of Liberty Standards (DoLS) referrals
Other Variances - Adult Services					13	

Department for Communities - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Homes & Safer Communities						
Public Protection						
Air Pollution	124	-35	124	-18	17	Probable underachievement of income due to change in licence criteria resulting in cheaper licence requirements from that originally anticipated
Animal Welfare	80	-82	70	-56	15	Probable underachievement of income due to a combination of reduction in license take-up and charges unchanged from previous year
Licensing	341	-324	333	-305	10	Probable underachievement of income due to a combination of reduction in license take-up and charges unchanged from previous year
Public Health	276	-14	263	-14	-12	Underspend due to maternity leave
PP Business Support unit	149	0	133	0	-17	Underspend due to vacant posts (11k)
Safety	68	-10	57	-9	-11	Underspend of Fees
Other Poulic Protection	2,132	-511	2,093	-497	-26	
Other Variances - Public Protection					0	
Council Fund Housing						
Home Improvement (Non HRA)	756	-297	777	-292	26	Overspend on pay related costs
Other Council Fund Housing	8,391	-7,652	8,384	-7,647	-2	
Other Variances - Council Fund Housing					0	
Leisure & Recreation						
Pendine Outdoor Education Centre	500	-333	426	-246	12	Forecast shortfall in income based on current bookings
Carmarthen Leisure Centre	1,567	-1,606	1,523	-1,548	14	Forecasting lower sales volumes in income to budget
Amman Valley Leisure Centre	846	-707	829	-742	-52	Forecasting higher sales volumes in income to budget
Sport & Leisure General	877	-58	881	-48	14	Free swim grant only currently approved for 6 months £14k

Department for Communities - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Sport & Leisure South	170	-23	153	-23	-16	Part year staff vacancy
Llanelli Leisure Centre	1,275	-1,015	1,263	-993	11	Forecasting lower sales volumes in income to budget
Outdoor Recreation - Staffing costs	205	0	235	0	30	Operational staffing costs linked to implementation of restructure. This variance is likely to reduce once fully implemented
Archives General	133	-2	149	-2	16	Redundancy costs resulting from Service restructure
Arts General	68	0	25	0	-43	Vacant post being held pending Service review
St Clears Craft Centre	149	-105	137	-74	20	Forecast shortfall in income to budget in this newly established in-house catering facility
Other Variance - Leisure & Recreation					-5	
Grand Total					754	

Corporate Services Department
Budget Monitoring - as at 30th June 2019

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	
Financial Services	4,504	-2,083	-2,360	61	4,236	-2,115	-2,360	-238	-300
Revenues & Financial Compliance	4,842	-1,711	-2,129	1,002	4,645	-1,661	-2,129	856	-146
Other Services	68,264	-47,297	4,289	25,257	67,998	-47,207	4,289	25,080	-177
GRAND TOTAL	77,610	-51,091	-199	26,320	76,879	-50,983	-199	25,697	-623

Corporate Services Department - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Financial Services						
Chief Officer	348	-61	322	-61	-27	Additional income from arrangement to act as S151 officer for Mid and West Wales Fire
Accountancy	1,721	-430	1,470	-423	-244	Number of vacant posts currently in the section
Treasury and Pension Investment Section	251	-178	229	-178	-22	Vacant posts
Revenues & Financial Compliance						
Procurement	529	-33	462	-33	-66	Vacant posts
Audit	596	-19	569	-19	-27	Vacant posts
Risk Management	144	-0	180	-0	36	Cost of maternity cover within section
Local Taxation	922	-735	906	-735	-16	Vacant posts
Housing Benefits Admin	1,648	-751	1,547	-751	-102	Vacant posts
Revenues	866	-173	845	-123	29	Past year income efficiency relating to credit card charges no longer achievable as a result in a change in legislation
Other Services						
Audit Fees	310	-90	203	0	-17	High proportion of audit fees chargeable directly to grants
Miscellaneous Services	4,888	-117	4,738	-117	-151	Reduction in Pre LGR pension costs
Other Variances					-15	
Grand Total					-623	

Department for Education & Children
Budget Monitoring - as at 30th June 2019

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	
Schools Delegated Budgets	108,216	0	0	108,216	111,217	0	0	111,217	3,001
Director & Strategic Management	1,322	0	-94	1,228	1,308	0	-94	1,214	-14
Education Services Division	9,027	-1,830	20,440	27,636	9,951	-2,313	20,440	28,078	442
Access to Education	8,748	-5,953	2,167	4,962	8,755	-5,803	2,167	5,120	157
School Improvement	2,747	-562	463	2,648	2,801	-612	463	2,652	4
Curriculum & Wellbeing	4,479	-2,856	567	2,190	6,758	-4,997	567	2,328	138
Children's Services	22,259	-5,406	2,563	19,415	23,133	-6,349	2,563	19,346	-69
TOTAL excluding schools	48,581	-16,607	26,106	58,079	52,706	-20,074	26,106	58,738	659
GRAND TOTAL	156,797	-16,607	26,106	166,295	163,923	-20,074	26,106	169,955	3,660

Department for Education & Children - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Schools Delegated Budgets						
Primary schools	56,252	0	57,452	0	1,200	
Secondary schools	48,101	0	49,501	0	1,400	Based on schools' working budgets received for 2019/20. Deficit budget submissions are included subject to approval of recovery plans by LA
Special Schools	3,864	0	4,264	0	400	
Education Services Division						
School Expenditure not currently delegated	101	0	160	0	59	Closing balances from 2 primary schools closed April 2019
School Redundancy & EVR	2,013	0	2,090	0	78	Forecast based on business cases approved to date. Schools are supported and challenged on staffing structure proposals
Early Years Non-Maintained Provision	360	0	341	0	-19	Forecast based on current demand for places for 3 year olds in non maintained settings
Special Educational Needs	2,981	-1,548	3,491	-1,952	106	Forecast based on existing known commitments. Demand for Teaching Assistant support has increased
Education Other Than At School (EOTAS)	2,001	-283	2,276	-322	235	Increasing demand from schools for alternative provision £164k and an increase in home tuition £71k
Access to Education						
School Modernisation	112	-5	214	-30	77	School transport recharges from school reorganisations £25k; Premises costs relating to closed schools £52k
School Meals & Primary Free Breakfast Services	8,382	-5,947	8,300	-5,773	92	Budget pressures across the service especially sickness cover, kitchens' maintenance and food price increases. A strategic review of meal provision is on-going to identify service efficiencies

Department for Education & Children - Budget Monitoring - as at 30th June 2019
Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Curriculum and Wellbeing						
Music Services for Schools	101	0	1,135	-893	142	SLA income from schools has reduced with greater expediency than the progress with staff restructuring
Children's Services						
Commissioning and Social Work	6,752	-79	6,903	-144	86	Increased number of legal cases based on year to date.
Fostering Services & Support	3,831	0	3,741	0	-90	Part year vacant posts -£50k and maximisation of grants to release core budget - £40k
Out of County Placements (CS)	717	0	614	0	-103	Forecast based on actual placements with no contingency included
Other Variances					-3	
Grand Total					3,660	

Environment Department

Budget Monitoring - as at 30th June 2019

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	
Buisness Support & Performance	33	-96	146	83	-12	-96	146	37	-46
Waste & Environmental Services	24,294	-4,533	1,264	21,025	24,494	-4,422	1,264	21,337	312
Highways & Transportation	50,415	-30,505	9,597	29,507	50,313	-30,154	9,597	29,757	250
Property	36,160	-34,104	606	2,662	42,889	-40,818	606	2,677	15
Planning	4,099	-2,288	284	2,094	4,033	-1,771	284	2,546	452
GRAND TOTAL	115,000	-71,527	11,898	55,371	121,718	-77,261	11,898	56,355	984

Environment Department - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Business Support & Performance						
Business Support	-140	-36	-171	-36	-31	A few vacant posts estimated during the year
Departmental - Core	58	0	68	0	10	Contribution towards the Health and Wellbeing co-ordinator
Waste & Environmental Services						
SAB - Sustainable Drainage approval Body Unit	110	-110	107	-82	25	Projected income of £40k however pay costs are significantly higher. Pre application charges are presumed to be implemented in Q3
Public Conveniences	571	-12	550	-13	-22	Capital repayment element deducted from Danfo final quarter cost due to end of contract term. New contract will be cleansing & management only
Cleansing Service	2,396	-115	2,450	-115	54	Service reviews have commenced to look at ways of reducing costs within the cleansing service
Waste Services	15,428	-1,293	15,606	-1,302	169	Clinical waste is showing a £43k overspend as a result of the service transfer postponement due to complexity of ensuring a service for all users; £29k additional trade waste costs as the service transfer is not yet fully completed; and £93k for increased operational costs within refuse collection
Green Waste Collection	501	-336	479	-258	56	The green waste collection service is not yet self-financing. We did not anticipate to break even this financial year, as per the original business plan, but we are on track with growing the service as anticipated, with a view to being break even in future years
Urban Parks	41	-1	72	-1	31	Parc Howard - estimated same level of works carried out in 2019/20 as in 2018/19
Highways & Transportation						
School Transport	10,984	-1,102	11,195	-1,099	214	Increase in SEN pupil numbers and costs
Car Parks	2,187	-3,228	1,906	-2,921	26	Reduction in income due to loss of spaces at St Peter's Car Park
Property						
Facilities Management - Corporate Buildings	358	0	373	0	15	Deficit to be offset by a virement of budget from Administrative Buildings to be undertaken in Q2. The Administrative Buildings budget has historically subsidised this budget line so, following the transfer of the Asset Management Service to the Chief Executive's department, a budget transfer is required.

Environment Department - Budget Monitoring - as at 30th June 2019

Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Planning						
Minerals	353	-225	301	-182	-10	Underspend on employee costs due to one member of staff currently on Maternity leave.
Policy-Development Planning	567	0	582	0	15	Overspend due to projected non-achievement of income - no longer carrying out consultancy work for other Depts. etc.
Development Management	1,536	-1,274	1,538	-783	493	WG set planning fees, but across Wales there is recognition that full cost recovery of planning services will not be achieved from planning fees alone. Most LPAs only cover on average 60% of their costs of delivering the development management service through fees, and the last increase in fees was in 2015. WG expect that at least part of the Development Management function should be met by Local Authorities themselves – to encourage development to come forward. Currently Carmarthenshire's Development Management section is budgeted to fund 78% of its costs through fees generated, this is currently being reviewed. WG have committed to review fees, but there is no known timetable for this workstream.
Tywi Centre	34	-34	120	-156	-36	Projected surplus being generated from running training courses at the Tywi Centre
Other Variances					-25	
Grand Total					984	

Housing Revenue Account - Budget Monitoring as at 30th June 2019

	Working Budget £'000	Forecasted Actual £'000	June 19 Variance for Year £'000	Notes
Expenditure				
Repairs & Maintenance				
Responsive	1,802	1,826	24	Anticipated expenditure based on profiled spend to date
Minor Works	3,022	3,022	0	
Voids	3,375	3,376	1	
Servicing	1,687	1,687	0	
Drains & Sewers	139	139	0	
Grounds	749	749	0	
Unadopted Roads	105	105	0	
Supervision & Management				
Employee	4,533	4,533	0	
Premises	1,418	1,418	0	
Transport	64	64	0	
Supplies	834	834	0	
Recharges	2,253	2,253	0	
Provision for Bad Debt	585	585	0	
Capital Financing Cost	14,542	14,330	-212	Forecast reduction in interest rate applicable
Central Support Charges	1,652	1,652	0	
Total Expenditure	36,760	36,573	-187	

Housing Revenue Account - Budget Monitoring as at 30th June 2019

	Working Budget £'000	Forecasted Actual £'000	June 19 Variance for Year £'000	Notes
Income				
Rents	-41,199	-41,190	9	
Service Charges	-706	-732	-26	
Supporting People	-79	-79	0	
Interest on Cash Balances	-102	-102	0	
Grants	-245	-245	0	
Insurance	0	6	6	
Other Income	-530	-504	26	
Total Income	-42,861	-42,846	15	
Net Expenditure	-6,101	-6,273	-172	

Income generally in line with expected targets based on forecasts to rent week 9

HRA Reserve	£'000
Balance b/f 1/4/19	14,314
Budgeted movement in year	6,101
Variance for the year	172
Balance c/f 31/3/20	20,587

Executive Board 23rd September 2019

CAPITAL PROGRAMME 2019-20 UPDATE		
Purpose: To report the variances within the capital programme		
RECOMMENDATIONS / KEY DECISIONS REQUIRED:		
That the capital programme update report is received.		
REASONS:		
To provide Executive Board with an update of the latest budgetary position for the 2019/20 capital programme, as at the 30 th June 2019.		
Relevant scrutiny committees to be consulted		
N/A		
Exec Board Decision Required		YES
Council Decision Required		NO
EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr David Jenkins		
Directorate: Corporate Services Name of Director of Corporate Services: Chris Moore Report Author: Chris Moore	Designation: Director of Corporate Services	Tel No. 01267 224120 E Mail Address: Cmoore@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

Executive Board

23rd September 2019

This report provides members with an update on the Capital programme spend against budget for 2019/20 as at the 30th June 2019.

Appendix A which is shown departmentally, shows a forecasted net spend of £65,495k compared with a working net budget of £65,359k giving a **£136k** variance.

The net budget has been re-profiled by £29.1m from 2019/20 to future years to take account of updated spend profile information and the budget slippage from 2018/19 is also included within the attached figures.

There is also an Education and CS budget re-profiling exercise currently being undertaken to reflect the progress of schemes within the 5 year capital programme on the MEP programme.

Appendix B details the main variances within each department.

DETAILED REPORT ATTACHED ?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: C.Moore

Director of Corporate Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	YES

Finance

The capital programme shows an in year variance of **+£136m** against the 2019/20 approved budget.

Physical Assets

The capital programme will have an impact on the physical assets of the Authority.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: C. Moore

Director of Corporate Services

1. Scrutiny Committee

Relevant Scrutiny Committees will be consulted.

2. Local Member(s) N/A

3. Community / Town Council N/A

4. Relevant Partners N/A

5. Staff Side Representatives and other Organisations N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THERE ARE NONE

Title of Document	File Ref No.	Locations that the papers are available for public inspection
2019-20 Capital Programme		Corporate Services Dept, County Hall, Carmarthen

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Capital Programme 2019/20

Capital Budget Monitoring - Report for June 2019

	Working Budget			Forecasted			Variance for Year £'000
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
DEPARTMENT							
COMMUNITIES							
- Public Housing	30,878	-6,190	24,688	30,690	-6,265	24,425	-263
- Private Housing	2,278	-277	2,001	2,278	-277	2,001	0
- Social Care	415	0	415	427	-10	417	2
- Leisure	6,107	-50	6,057	6,078	-21	6,057	0
ENVIRONMENT	18,993	-8,032	10,961	18,424	-7,277	11,147	186
EDUCATION & CHILDREN	11,923	-3,086	8,837	14,114	-5,066	9,048	211
CHIEF EXECUTIVE	2,071	-17	2,054	2,071	-17	2,054	0
REGENERATION	35,024	-24,678	10,346	15,024	-4,678	10,346	0
TOTAL	107,689	-42,330	65,359	89,106	-23,611	65,495	136

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Capital Programme 2019/20

Capital Budget Monitoring - Report for June 2019 - Main Variances

DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
COMMUNITIES								
- Public Housing	30,878	-6,190	24,688	30,690	-6,265	24,425	-263	
Sewerage Treatment Works Upgrading	184	0	184	30	0	30	-154	The treatment works refurbishment schemes are with Highways and Transport Engineers to develop detailed programme and estimated costs. Design fees only in 2019/20, with works to start in 2020/21.
Risk Reduction Measures	254	0	254	150	0	150	-104	This covers H&S around the fire risk assessment remedial works and Radon Gas project. A programme of works is underway to address remedial works arising from the fire risk assessment. Commitment of £100k for fire related works and £50k towards the testing kits of the first phase of the Radon Programme. It is not anticipated the full budget will be utilised until we know the full extent of Radon survey results and any associated actions from that.
Other Projects with Minor Variances	30,440	-6,190	24,250	30,510	-6,265	24,245	-5	
- Private Housing	2,278	-277	2,001	2,278	-277	2,001	0	No Major Variances.
- Social Care	415	0	415	427	-10	417	2	No Major Variances.
- Leisure	6,107	-50	6,057	6,078	-21	6,057	0	No Major Variances.
ENVIRONMENT	18,993	-8,032	10,961	18,424	-7,277	11,147	186	
Ammanford Highway Infrastructure	112	0	112	297	0	297	185	Unexpected additional costs on Wind Street/Tirydail Lane Junction, exploring various options for funding by means of external income.
Other Projects with Minor Variances	18,881	-8,032	10,849	18,127	-7,277	10,850	1	
EDUCATION & CHILDREN	11,923	-3,086	8,837	14,114	-5,066	9,048	211	
Carmarthen West New School	-4	0	-4	50	0	50	54	Expenditure to be funded from future S106 income.
Ammanford Dual Stream Primary	50	0	50	0	0	0	-50	Scheme to be re-profiled as Welsh Medium school to be constructed initially.
Llandybie CP	0	0	0	75	0	75	75	Project design currently in progress. Re-profile of MEP programme required.
Bryngwyn School Refurbishment	-29	0	-29	50	0	50	79	Project design currently in progress. Re-profile of MEP programme required.
Other Projects with Minor Variances	11,906	-3,086	8,820	13,939	-5,066	8,873	53	
CHIEF EXECUTIVE	2,071	-17	2,054	2,071	-17	2,054	0	No Major Variances.
REGENERATION	35,024	-24,678	10,346	15,024	-4,678	10,346	0	No Major Variances.
TOTAL	107,689	-42,330	65,359	89,106	-23,611	65,495	136	

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Executive Board 23rd September 2019

TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2019 TO 30TH JUNE 2019

Recommendations / key decisions required:

That the Executive Board considers and approves the report.

Reasons:

To provide members with an update on the treasury management activities from 1st April 2019 to 30th June 2019.

Relevant scrutiny committee to be consulted **YES** Policy & Resources Scrutiny Committee
10th October 2019

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. D.M. Jenkins

Directorate: Corporate Services

Name of Director: Chris Moore

Report Author: Anthony Parnell

Designation: Director of Corporate Services

Designation: Treasury and Pension Investments Manager

Tel No. 01267 224120; E Mail: CMoore@cararthenshire.gov.uk

Tel No. 01267 224180; E Mail: AParnell@cararthenshire.gov.uk

EXECUTIVE SUMMARY

Executive Board 23rd September 2019

TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2019 TO 30TH JUNE 2019

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

To provide members with an update on the treasury management activities from 1st April 2019 to 30th June 2019.

DETAILED REPORT ATTACHED ?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **C Moore** Director of Corporate Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	NONE	YES	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities

Within the requirements of the Treasury Management Policy and Strategy Report 2019-2020

3. Finance

The authority's investments during the period returned an average return of 0.81%, exceeding the 7 day LIBID rate.

Gross interest earned on investments for the period amounted to £0.192m and interest paid on loans was £0.96m.

The Authority did not breach any of its Prudential Indicators during the period.

At the period end the investments included £0.55m of KSF investments.

The administration of KSF is expected to continue for some time again and further updates will be provided in future reports.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **C Moore** Director of Corporate Services

- 1. **Scrutiny Committee** Not Applicable
- 2. **Local Member(s)** Not Applicable
- 3. **Community / Town Council** Not Applicable
- 4. **Relevant Partners** Not Applicable
- 5. **Staff Side Representatives and other Organisations** Not Applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
CIPFA Treasury Management in the Public Services - Code of Practice Revised 2017		County Hall, Carmarthen

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QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT

1st April 2019 – 30th June 2019

A QUARTERLY TREASURY MANAGEMENT REPORT

1. Introduction

The Treasury Management Policy and Strategy for 2019-2020 was approved by Council on 20th February 2019. Section B 1.1(2) stated that Treasury Management activity reports would be made during the year. This report outlines the Treasury Management activities in the period 1st April 2019 to 30th June 2019 and satisfies the reporting requirement stated above.

2. Economic Update

After only tepid annual economic growth of 1.4% in 2018, growth from January to March 2019 was unexpectedly strong at 0.5%. However, this was boosted by stock building ahead of the original March Brexit deadline so April to June 2019 is now expected to be zero or slightly negative.

After the Monetary Policy Committee raised Bank Rate from 0.5% to 0.75% in August 2018, it is little surprise that they have abstained from any further increases since then. We are unlikely to see any further action from the MPC until the uncertainties over Brexit clear. If there were a no deal exit, it is likely that Bank Rate would be cut in order to support growth. Nevertheless, the MPC does have concerns over the trend in wage inflation which peaked at a new post financial crisis high of 3.5%, (excluding bonuses), in the three months to December before falling marginally to 3.4% more recently. Growth in employment fell to only 32,000 in the three months to April 2019, well below the 2018 average, while the unemployment rate remained at 3.8 percent, its lowest rate since 1975. Correspondingly, the total level of vacancies has risen to new highs.

As for CPI inflation itself, this rose slightly to 2.1% in April 2019 before falling back again to 2.0% in May 2019, and is likely to remain around this level over the next two years. If there was a no deal Brexit though, it could rise towards 4%, primarily as a result of imported inflation on the back of a weakening pound.

The rise in wage inflation and fall in CPI inflation is good news for consumers as their spending power is improving in this scenario as the difference between the two figures is now around 1.3%, i.e. a real terms increase. Given the UK economy is very much services sector driven, an increase in household spending power is likely to feed through into providing some support to the overall rate of economic growth in the coming months.

3. Investments

One of the primary activities of the Treasury Management operation is the investment of surplus cash for which the Authority is responsible. As well as the Authority's Page 583

County Council invests School Trust Funds and other Funds, with any interest derived from these investments being passed over to the relevant Fund.

All surplus money is invested daily on the London Money Markets. The security of the investments is the main priority. Appropriate liquidity should be maintained and return on investments the final consideration. It continues to be difficult to invest these funds as the market continues to be insecure and as a consequence appropriate counterparties are limited.

The total investments at 1st April 2019 to 30th June 2019 analysed between Banks, Building Societies, Local Authorities and Money Market Funds, are shown in the following table:

Investments	01.04.19				30.06.19			
	Call and notice	Fixed Term	Total		Call and notice	Fixed Term	Total	
	£m	£m	£m	%	£m	£m	£m	%
Banks	23.00	0.57	23.57	42	19.00	0.55	19.55	24
Building Societies	0.00	0.00	0.00	0	0.00	7.00	7.00	9
Money Market Funds	15.00	0.00	15.00	27	18.50	0.00	18.50	23
DMADF (DMO)	0.00	2.50	2.50	4	0.00	0.00	0.00	0
Local Authorities	0.00	15.00	15.00	27	0.00	35.00	35.00	44
TOTAL	38.00	18.07	56.07	100	37.50	42.55	80.05	100

Investments on call are available immediately on demand.
Fixed term investments are fixed to a maturity date.

The £80.05m includes £0.55m (13.85% of original claim) invested in Kaupthing Singer and Friedlander which has been reduced from the original £4.0m by distributions.

During the period the total investments made by the Council and repaid to the Council (the turnover) amounted to £342.02m. This averaged approximately £26.31m per week or £3.76m per day. A summary of turnover is shown below:

	£m
Total Investments 1st April 2019	56.07
Investments made during the quarter	183.00
Sub Total	239.07
Investments Repaid during the quarter	(159.02)
Total Investments at 30th June 2019	80.05

The main aims of the Treasury Management Strategy is to appropriately manage the cash flows of the Council, the required short term and longer term market transactions and the risks associated with this activity. Lending on the money market secures an optimum rate of return and also allows for diversification of investments and hence reduction of risk, which is of paramount importance in today's financial markets.

The benchmark return for the London money market is the "7 day LIBID rate". For 2019-2020 the Council has compared its performance against this "7 day LIBID rate". For the period under review the average "7 day LIBID rate" was 0.57% whereas the actual rate the Council earned was 0.81%, an out performance of 0.24%.

This outperformance can be quantified to £57k additional interest earned compared to the "7 day LIBID rate".

The gross interest earned on investments for the period amounted to £192k.

The income from investments is used by the Authority to reduce the net overall costs to the Council taxpayer.

4. Update on the investments with Kaupthing Singer & Friedlander (KSF)

In June 2019 the Council received an eighteenth dividend from the Administrators. This equated to 0.4p in the £ and amounted to £16k principal.

As at 30th June 2019 the sum of £3.45m principal and £211k interest had been received from the Administrators, which equates to 86.15% of the claim submitted. The Administrators estimate total dividends payable to non-preferential creditors at 86.75%.

A further update will be provided in future reports.

5. Security, Liquidity and Yield (SLY)

Within the Treasury Management Strategy Statement for 2019-2020, the Council's investment priorities are:

- Security of Capital
- Liquidity and
- Yield

The Council aims to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short term to cover short term cash flow needs but also to seek out value available in significantly higher rates in periods up to 12 months with highly credit rated financial institutions.

Attached in Appendix 1 is the Investment Summary and Top 10 Counterparty Holdings (excluding the £0.55m in KSF) as at 30th June 2019.

6. Borrowing

One of the methods used to fund capital expenditure is long term borrowing. The principal lender for Local Authorities is the Public Works Loan Board (PWLB).

Under the Treasury Management Strategy it was agreed to borrow when interest rates are at their most advantageous.

The total loans at 1st April 2019 and 30th June 2019 are shown in the following table:

Loans	Balance at 01.04.19 £m	Balance at 30.06.19 £m	Net Increase/ (Net Decrease) £m
Public Works Loan Board (PWLB)	405.42	405.42	0.00
Market Loan	3.00	3.00	0.00
Salix, Invest to Save, HILS & TCL	4.40	4.39	(0.01)
TOTAL	412.82	412.81	(0.01)

The Salix interest free loans have been provided by an independent publicly funded company dedicated to providing the public sector with loans for energy efficiency projects.

This interest free Invest-2-Save funding is to assist in the conversion of traditional street lighting to LED, which will help deliver a legacy of reduced energy costs and associated carbon taxes.

The Home Improvement Loan Scheme (HILS) repayable funding is provided by the Welsh Government to help individual home owners, small portfolio landlords, developers and charities to improve homes and increase housing supply.

The Town Centre Loan (TCL) repayable funding is provided by the Welsh Government to provide loans to reduce the number of vacant, underutilised and redundant sites and premises in town centres and to support the diversification of the town centres by encouraging more sustainable uses for empty sites and premises, such as residential, leisure and for key services.

6.1 New Borrowing

6.2 Interest Paid

Interest paid on loans in the period was:

PWLB Interest Paid £m	Market Loan Interest Paid £m	Total Interest Paid £m
0.89	0.07	0.96

7. Rescheduling and Premature Loan Repayments

No rescheduling opportunities arose during the period and there were no premature repayments of debt.

8. Leasing

No leases were negotiated in the period ended 30th June 2019.

9. Conclusion

The Treasury Management function for the period ended 30th June 2019 has been carried out within the policy and guidelines set in the Treasury Management Policy and Strategy 2019-2020.

B. QUARTERLY PRUDENTIAL INDICATOR REPORT

1. Introduction

As part of the 2019-2020 Budget and the Treasury Management Policy and Strategy 2019-2020, Council adopted a number of Prudential Indicators. These Indicators are designed to ensure that any borrowing or other long-term liabilities entered into for capital purposes were affordable, sustainable and prudent.

The Indicators are required by the Local Government Act 2003 and the Revised Prudential Code of Practice in order to control Capital Finance. The Prudential Code also required that those Prudential Indicators that were forward looking should be monitored and reported. Some of the indicators are monitored by officers monthly, and are only reported if they are likely to be breached, others are to be monitored quarterly by the Executive Board.

2. The Monitored Prudential Indicators

2.1 Affordability Prudential Indicator

2.1.1 Ratio of Financing Costs to Net Revenue Stream

The indicator set for 2019-2020 in the Budget was:

	2019-2020 %
Non –HRA	5.11
HRA	32.75

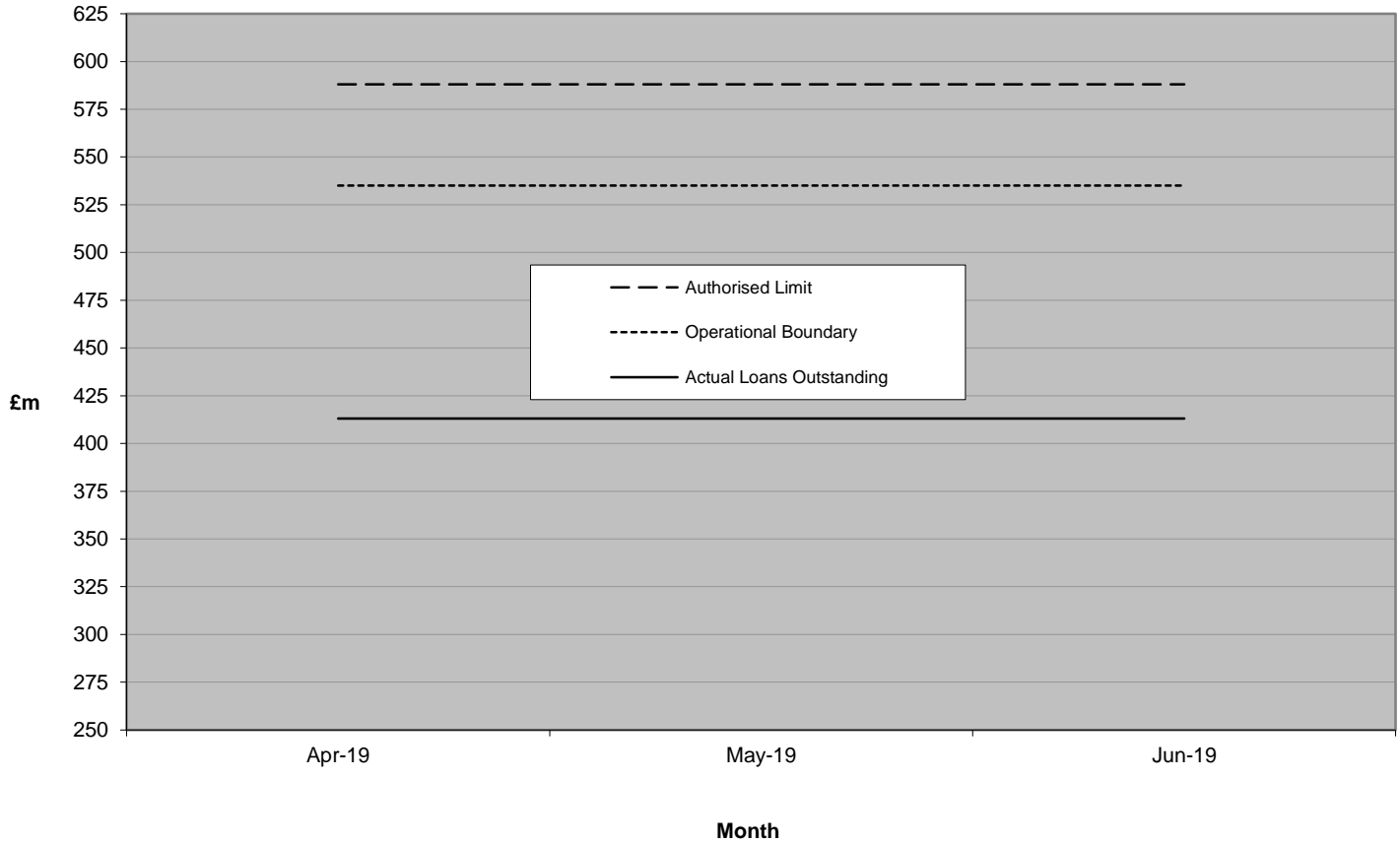
An examination of the assumptions made in calculating this indicator concluded that there have been no changes in the period.

2.2 Prudence Prudential Indicators

2.2.1 The Gross Borrowing and Capital Finance Requirement (CFR) indicator

The indicator set by the Budget for Gross Borrowing and CFR was that the Section 151 Officer envisaged no difficulty in meeting the requirement of the Gross Borrowing being less than the accumulated CFR for 2019-2020. An examination of assumptions made when calculating the Prudential Indicator show that there have been no material changes.

2.2.2 Authorised Limit and Operational Boundary



The actual value of loans outstanding must not exceed the Authorised Limit. In normal activity actual loans outstanding should be close but less than the Operational Boundary. The Operational Boundary can be breached in the short term due to adverse cash flows.

	Apr-19 £m	May-19 £m	Jun-19 £m
Authorised Limit	588	588	588
Operational Boundary	535	535	535
Loans Outstanding	413	413	413

Neither the Authorised Limit nor the Operational Boundary have been breached.

2.3 Treasury Management Prudential Indicators

2.3.1 Interest Rate Exposure

Position as at 30th June 2019:

	Fixed Interest Rate Rate £m	Variable Interest Rate Rate £m	TOTAL £m
Borrowed	409.81	3.00	412.81
Invested	(42.55)	(37.50)	(80.05)
Net	367.26	(34.50)	332.76
Limit	515.00	51.00	
Proportion of Net Borrowing Actual	110.37%	(10.37)%	100.00%
Limit	125.00%	5.00%	

The authority is within limits set by the 2019-2020 indicators.

2.3.2 Maturity Structure Of Borrowing

	Structure at 30.06.19 %	Upper Limit %	Lower Limit %
Under 12 months	1.28	15	0
12 months to 2 years	3.10	15	0
2 years to 5 years	6.28	50	0
5 years to 10 years	9.88	50	0
10 years to 20 years	18.66	50	0
20 years to 30 years	19.33	50	0
30 years to 40 years	24.59	50	0
40 years and above	16.88	50	0

The authority is within the limits set by the 2019-2020 indicators.

2.3.3 Maximum principal sums invested longer than 365 days

	2019-2020 £m
Limit	10
Actual as at 30 th June 2019	NIL

3. Conclusion

For the period 1st April 2019 to 30th June 2019 the actual Prudential Indicators to be monitored by the Executive Board are within the limits set by the Budget 2019-2020 and the Treasury Management Policy and Strategy 2019-2020. This is also true for the indicators being monitored by officers.

RECOMMENDATION

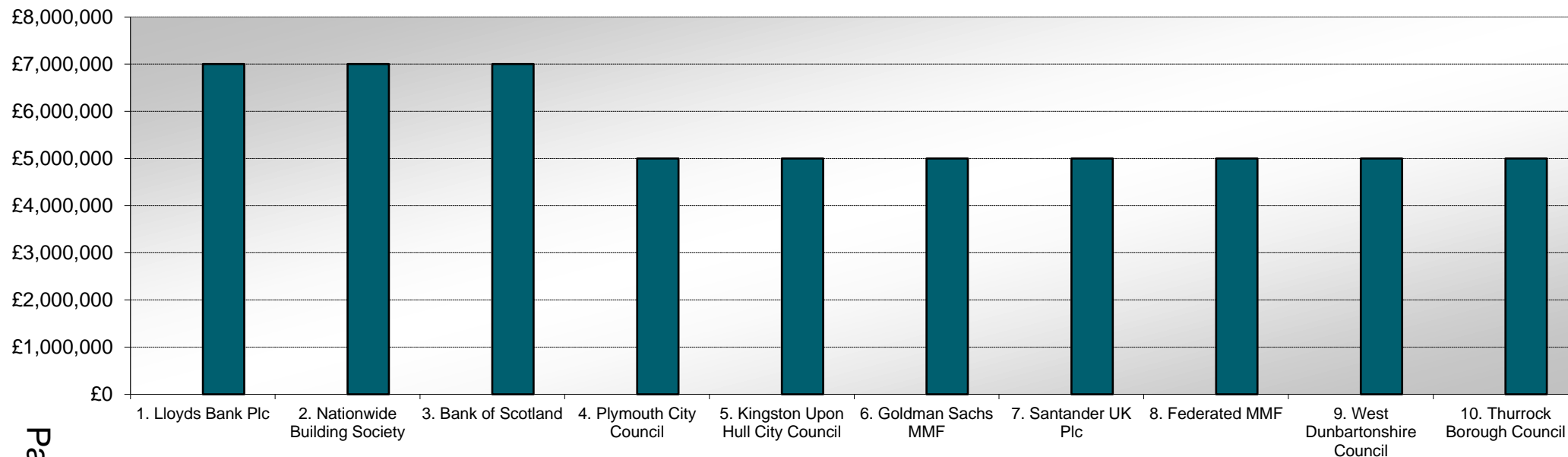
That Executive Board considers and approves the report.

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Top 10 Counterparty Holdings

Carmarthenshire County Council

Counterparty	Principal	% of Total Holding	WAM (Days)	WAYield	WADefault
1. Lloyds Bank Plc	£7,000,000	9.21%	1	1.10%	0.000%
2. Nationwide Building Society	£7,000,000	9.21%	67	0.85%	0.017%
3. Bank of Scotland	£7,000,000	9.21%	1	0.65%	0.000%
4. Plymouth City Council	£5,000,000	6.58%	72	0.80%	0.003%
5. Kingston Upon Hull City Council	£5,000,000	6.58%	61	0.85%	0.003%
6. Goldman Sachs MMF	£5,000,000	6.58%	1	0.71%	0.000%
7. Santander UK Plc	£5,000,000	6.58%	1	1.00%	0.000%
8. Federated MMF	£5,000,000	6.58%	1	0.83%	0.000%
9. West Dunbartonshire Council	£5,000,000	6.58%	103	0.85%	0.005%
10. Thurrock Borough Council	£5,000,000	6.58%	95	0.95%	0.004%



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Investment Summary as at 30th June 2019

Carmarthenshire County Council

Totals		
Total	£79,500,000	
Calls & MMFs	£37,500,000	47%
Fixed Deposits	£42,000,000	53%
Specified	£79,500,000	100%

Weighted Average		
Yield		0.86%
Maturity (Days)		
Total Portfolio	Total Portfolio	40.08
Long Term		
Short Term		
AAA	-	1.00
AA	F1	76.57
A	F1	18.77
BBB	F2	0.00
CCC	C	0.00

Risk Factors		
< 1 year	£2,481	0.003%
1 - 2 years	£0	0.000%
2 - 3 years	£0	0.000%
3 - 4 years	£0	0.000%
4 - 5 years	£0	0.000%
Total Portfolio	£2,481	0.003%

Maturity Structure		
< 1 Week	£47,500,000	60%
< 1 Month	£0	0%
2 - 3 Months	£17,000,000	21%
3 - 6 Months	£10,000,000	13%
6 - 9 Months	£5,000,000	6%
9 - 12 Months	£0	0%
12 Months+	£0	0%
Total	£79,500,000	100%

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Executive Board

23 September 2019

ANNUAL MONITORING REPORT 2018/19

ADOPTED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN

Recommendations / key decisions required:

- To consider the fourth Annual Monitoring Report for the adopted Carmarthenshire Local Development Plan (LDP) – as required for submission to the Welsh Government by 31 October 2019.
- That the findings and evidence contained within this AMR be considered as, and inform evidence gathering as part of the preparation of the revised LDP 2018 -2033.
- Grant officers delegated authority to make typographical or factual amendments as necessary to improve the clarity and accuracy of the AMR.

Reasons:

- To receive and accept the content of the report and the appended Annual Monitoring Report 2018/19.
- To note the outcomes and baseline data as part of ongoing LDP monitoring and as evidence in respect of the emerging Revised LDP 2018 - 2033.
- To inform the preparation of the Revised LDP 2018 – 2033.
- To provide an opportunity for comments to be submitted on its content.

Relevant scrutiny committee to be consulted: Yes

Community Scrutiny Committee: 3rd October 2019

Exec Board Decision Required YES

Council Decision Required YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr Mair Stephens

Directorate : Environment

Designations :

Tel Nos. 01267 228659

Name of Head of Service:

E Mail Addresses:

Llinos Quelch

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Forward Planning Manager

IRLlewelyn@carmarthenshire.gov.uk

EXECUTIVE SUMMARY
Executive Board
23 September 2019

Annual Monitoring Report 2018/19
Adopted Carmarthenshire Local Development Plan

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

This report follows the adoption of the Carmarthenshire Local Development Plan (LDP) and presents its fourth Annual Monitoring Report (AMR). The AMR has been prepared in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005.

The Planning and Compulsory Purchase Act 2004 requires each Local Planning Authority to prepare an Annual Monitoring Report (AMR) on its LDP following adoption and to keep all matters under review that are expected to affect the development of its area. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government, and publication on the Carmarthenshire County Council's website by 31st October each year following plan adoption.

Members will recall that following consideration of the 2016/17 AMR it was resolved to prepare a Review Report into the LDP, and that this was considered at the meeting of Full Council on the 10th January 2018, wherein it was resolved to prepare a Revised LDP 2018 – 2033. Whilst, the preparation of the Revised LDP is underway the Council is still required to prepare AMR's with the information and data produced used as evidence in the preparation of the Revised Plan.

A copy of the emerging draft AMR is appended as part of this report. It should be noted that the content of the AMR and this report will develop as further evidence and data becomes available ahead of reporting to County Council.

2. Background

As part of the requirement to monitor the implementation and effectiveness of the adopted LDP, Carmarthenshire County Council is required by the Welsh Government to produce and submit an Annual Monitoring Report (AMR).

This represents the fourth AMR following the LDP's formal adoption on the 10th December 2014 and is to be submitted by the 31st October with its preparation an integral component of the statutory development plan process.

Covering the period of 1st April 2018 to 31st March 2019 this AMR assesses the progress in implementing LDP policies and proposals. It provides the basis for monitoring the effectiveness of the LDP and determines whether any revisions to the Plan are necessary. This AMR, and any subsequent AMR's will aim to demonstrate the extent to which the LDP strategy and objectives are being achieved and whether the Plan's policies are operating and functioning effectively. It also assesses the impact the LDP is having on the social, economic and environmental well-being of the County and identifies any significant contextual changes that may influence the Plan's implementation or future review.

3. Content and Structure

The AMR is the main mechanism for measuring the success in implementing the Plan's policies and will report on issues which impact upon the Plan's objectives.

In recognition that measuring implementation is a continuous part of the plan making process, the monitoring of the Plan provides the connection between: evidence gathering; plan strategy and policy formulation; policy implementation; evaluation, and plan review. It also assists in improving the transparency of the planning process, and keeps stakeholders, the community and business groups informed of development plan issues.

The AMR also includes an analysis of the Strategic Environmental Assessment/ Sustainability Appraisal.

4. LDP Monitoring Framework

The LDP Monitoring Framework identifies a series of targets and indicators with defined triggers for further action. The has been developed in accordance with Welsh Government Regulations and guidance and was subject to consideration at the Examination into the Carmarthenshire LDP and within the Inspector's Report

The AMR utilises a traffic light system in monitoring its policies which allow for a visual interpretation on the success, or otherwise. However this is supported by the accompanying explanatory narrative which assesses the respective success or failure against each indicator, with the following options available to respond to any emerging issues:

- **Continue Monitoring:** Where indicators are suggesting that LDP policies are being implemented effectively and there is no cause for a review.
 - **Officer / Member Training required:** Where indicators associated with planning applications suggest that policies are not being implemented as they were intended, and further officer or Member training is required.
 - **SPG / Development Briefs required:** Whilst the Council will be preparing SPG and Development Briefs throughout the Plan period, indicators may suggest that further guidance should be provided to developers on how a policy should be properly interpreted. Additionally, should sites not be coming forward as envisaged, the Council will actively engage with developers / landowners to bring forward Development Briefs on key sites to help commence the development process.
-
- **Policy Research / Investigation:** Where monitoring indicators suggest the LDP policies are

not being as effective as intended, further research and investigation, including the use of contextual indicators (as outlined above) and comparisons with other local authorities and national statistics where appropriate will be undertaken to inform any decision to formally review the policy.

- **Review:** Where monitoring indicators suggest that amendments to the LDP would be beneficial, the Council may consider modifying the Plan as appropriate. Note: a LDP Review Report has been prepared and considered by County Council on the 10th January 2018. In this respect the preparation of the Revised LDP has commenced with the outcomes of this and other AMR's representing an important indicator in the scope and content of the emerging revised Plan.

4. Summary of Key Outcomes

An overview of the key findings from the 2018/19 AMR is set out below:

- The 2019 Joint Housing Land Study (JHLAS) indicates that 277 new homes were completed on large sites during the monitoring period 1st April 2018 to 31st March 2019.
- The 2019 JHLAS (as identified within the Draft Statement of Common Ground) calculates that the Council has a housing land supply of 3.5 years. This represents a decrease on the previous study which indicated a land supply of 3.8 years. This would constitute the sixth JHLAS where the housing land supply has been below the 5 year supply of land for housing requirement identified within Technical Advice Note 1;
- 84.8% of all housing developments permitted were on allocated sites. This represents a slight decrease from the previous AMR which exhibited 87.5%.
The distribution of these planning permissions are largely focused on Growth Areas at 54.9% with Service Centres 2.6%, Local Service Centres 9.8% and Sustainable Communities 32.8%.
- Small site completions (sites of 4 and under dwellings) have contributed 117 dwellings to the overall supply, showing an increase from the 105 dwellings in 2017/18.
- The total number of dwellings permitted during the monitoring period is 866, with 737 on large sites (5 or more units) and 129 on small sites (4 or less units).
- Windfall sites (large sites not allocated within the Plan) has seen a reduction in permissions from the 784 dwellings during 2015/16 to 112 within this AMR.
- In relation to affordable housing, 122 dwellings have been permitted during this AMR period which is a reduction on the 216 during the previous AMR period. Note this doesn't include the 12% affordable housing requirement for the site at West Carmarthen.
- Employment sites allocated within the Plan with planning permission has increased to 30.76ha during this AMR period.
- Vacancy rates within the identified primary Retail Frontages are as follows:

Carmarthen	-	13%
Llanelli	-	15.3%
Ammanford	-	4.8%
- A Local development Order for Llanelli Town Centre has been introduced as a reflection of a living town centre approach integrating with other regeneration based initiatives.
- Welsh Language – All planning applications approved for residential development within linguistic sensitive areas have included the necessary mitigation to support and promote the interests of the Welsh language.
- Caeau Mynydd Mawr SAC – 40.46 ha of land in good condition was being managed on 24 sites. A further 37.96 ha (subject to confirmation) of land was also rated in good condition

giving a total of 78.42 ha (source: PIMS Action progress reports 2018-2019).

- No planning permissions for 'highly vulnerable' developments were permitted within the C1 or C2 flood zones as identified on the (TAN15) Development Advice Maps where it was contrary to Natural Resources Wales advice.
- Planning permission has been granted for schemes that have the potential to contribute a total of 0.69 MW of renewable energy within the County.
- Minerals data indicates that the current hard rock landbank for Carmarthenshire is at least 92 years. The apportionments and allocations for land-based sand & gravel within Carmarthenshire have been combined with Pembrokeshire, the Pembrokeshire Coast National Park and Ceredigion. The combined landbank is at least 12 years supply.

5. AMR Conclusions and Recommendations

Whilst it is considered that progress has been made in implementing many of the adopted Plan's policies and objectives, there are elements and components which are not delivering as intended. In this respect the findings of this AMR are consistent with that of previous AMRs and the content of the LDP Review Report. In this respect they will be matters addressed through the preparation of the Revised LDP 2018 – 2033.

6. Next Steps and Review Process

The AMR will in accordance with the Council's statutory duty be submitted to the Welsh Government, and published on the Council's website by 31st October. This publication will be accompanied by an informal consultation which will afford interested parties the opportunity to comment on the key issues raised. Whilst not a statutory requirement, such a consultation provides an important opportunity for views to be submitted, and where appropriate for those views to contribute to the content of subsequent AMR's.

The content of this AMR along with that of the previous three documents will be used to inform the preparation of the Revised LDP 2018 – 2033 and its associated evidence base.

Note: The Revised LDP Preferred Strategy and its supporting documents are available on the Council's Website. Also available is the Delivery Agreement which sets out the timetable for the preparation of the Revised LDP and the methods and timing of communication and consultations over the Plan's preparatory period.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed:

L Quelch

Head of Planning

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	YES	NONE	YES	YES

1. Policy, Crime & Disorder and Equalities

The AMR in monitoring the implementation of the LDP’s policies and provisions builds on the links and strategic compatibility between it and Carmarthenshire County Council’s well-being objectives. It also ensures alignment with the national Well-being Goals set out within the Well-being of Future Generations Act 2015. Through its land use planning policies, the Revised LDP will seek to promote the principles of sustainability and sustainable development by facilitating the creation of communities and local economies which are more sustainable, providing access to local services and facilities and reducing the need to travel.

The integration of sustainability as part of the preparation of the LDP is reflected in the undertaking of a Sustainability Appraisal and Strategic Environmental Assessment reflecting national and international legislative requirements. The AMR in considering matters of sustainability, further monitors the outcomes of the Plan in light of the Sustainability Appraisal indicators.

The AMR considers key national legislative changes including the requirements emanating from the Wellbeing of Future Generations Act and the Council’s Well-being Objectives and the implications for the LDP. In this respect, the AMR undertakes a compatibility analysis of the LDP and the National and local Well-being Objectives. It is also noted that the LDP review will need to ensure the requirements emanating from the Act are fully and appropriately considered with the Plan.

2. Legal

The preparation and publication of the AMR ensures the Council meets its requirements in respect of the Planning and Compulsory Purchase Act 2004 which requires each Local Planning Authority to prepare an Annual Monitoring Report (AMR) on its LDP. It also fulfils the requirements of section 76 of the Act in keeping all matters under review that are expected to affect the development of its area. The Council has a duty to produce information on these matters in the form of an Annual Monitoring Report for submission to the Welsh Government, and publication on the Carmarthenshire County Council’s website by 31st October each year following plan adoption.

Section 69 of the 2004 Act requires an LPA to undertake a review of an LDP and report to the Welsh Government at such times as prescribed (Regulation 41).

3. Finance

Financial costs to date are covered through the financial provisions in place - including reserves. Should Planning Division Budget not be in a position to provide further funding necessary to meet the statutory requirements to review and prepare a development plan then an application will be made for growth bid.

4. ICT

Requirements in relation to ICT will seek to utilise existing resources.

6. Physical Assets

Reference is made to the potential for the submission of Council owned sites and properties through the call for 'Candidate Sites' and the call for sites in relation to Gypsy and Traveller need.

Whilst not a consideration in respect of the content of the AMR its monitoring outcomes in informing the preparation of the Revised LDP will impact on Council land and property holdings through their inclusion or otherwise for potential development purposes. This will have implications on potential disposal and land valuations and consequently capital receipts.

7. Staffing Implications

It is anticipated that the ongoing monitoring of the LDP and the preparation of the Revised LDP will be accommodated in the main by utilising the existing staff structure.

Provision will be required for a Programme Officer for the Examination into the LDP (anticipated 2020/21). This is subject to the content of a growth bid for funding to facilitate and enable the adoption of the Revised LDP.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: L Quelch

Head of Planning

1. Scrutiny Committee

3rd October 2019 – Community Scrutiny Committee

2. Local Member(s)

The content of the AMR will be reported to Council for consideration. Members will be engaged throughout the preparation of the revised LDP. The content of the AMR will be subject to an informal consultation process.

3. Community / Town Council

Town/Community Council(s) will be a specific consultee at statutory stages throughout the preparation of the revised LDP. The content of the AMR will be subject to an informal consultation process.

4. Relevant Partners

A range of partners will be specific and general consultees throughout the preparation of the revised LDP. The content of the AMR will be subject to an informal consultation process.

5. Staff Side Representatives and other Organisations

Internal contributions will be sought throughout the preparation of the revised LDP.

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Adopted Carmarthenshire Local Development Plan		https://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/local-development-plan-2006-2021/#.W1XnH-aouUk
LDP Review Report		https://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/ldp-review-report/#.W1XnReaouUk
Supplementary Planning Guidance		https://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/supplementary-planning-guidance-spg/#.W1XnW-aouUk
Annual Monitoring Reports		https://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/annual-monitoring-report-amr/#.XS9DuuHkiUk
Revised LDP 2018 – 2033 Pre-Deposit Preferred Strategy		https://www.carmarthenshire.gov.wales/home/council-services/planning/local-development-plan-2018-2033/preferred-strategy-pre-deposit-public-consultation/#.XS9D-hkiUk
Revised LDP – Sustainability Appraisal and Habitat Regulations Assessment		https://www.carmarthenshire.gov.wales/home/council-services/planning/local-development-plan-2018-2033/sustainability-appraisal-and-habitats-regulations-assessment/#.XS9EQ-hkiUk
Delivery Agreement – Revised LDP 2018 - 2033		https://www.carmarthenshire.gov.wales/home/council-services/planning/local-development-plan-2018-2033/delivery-agreement/#.W1XnsOaouUk

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Chapter 1

Executive Summary

Background

1.1 Under section 76 of the Planning and Compulsory Purchase Act 2004, local planning authorities are required to monitor the implementation of their adopted Local Development Plan (LDP) by preparing an Annual Monitoring Report (AMR).

1.2 This is the fourth AMR following the Council's formal adoption of the Carmarthenshire LDP on the 10th December 2014. This AMR covers the period of 1st April 2018 to 31st March 2019 and is required to be submitted to Welsh Government by 31st October 2019. Ongoing AMRs will continue to be based on the period 1st April to 31st March.

1.3 Following the publication of the second Annual Monitoring Report it was considered necessary to undertake a review of the current LDP. The Review Report considered and set out the areas of the LDP which were delivering and performing well, and the areas where changes would be required. In doing so, it concluded that a Revised LDP should be prepared through a full revision process¹. The Review Report was approved at the meeting of County Council on the 10th February 2018. ,

1.4 The Local Authority is now 18 months into the preparation of its Revised LDP 2018-2033, which has been subject to community engagement, partnership, and an updated evidence framework. This ongoing work, has culminated in the publication and consultation on the LDP Preferred Strategy in December 2018.

Following this, the Local Authority will seek to publish its revised Deposit LDP at the end of 2019.

¹ Carmarthenshire Local Development Plan – Review Report (February 2018)
<https://www.carmarthenshire.gov.wales/media/1213042/ldp-review-report-english-version.pdf>

1.5 This AMR continues to provide an important opportunity for the Council to assess the impact the adopted LDP is having on the social, economic and environmental well-being of the area. The document sets out a detailed analysis of the way in which the Plan continues to work, from its strategic context, its performance against strategic objectives, and to whether individual policies are achieving their expected outcomes. This document also compares the performance of policy targets against those from previous years. The information contained within this AMR will continue to be utilised to inform future policy and will feed into the preparation of the Revised LDP 2018 – 2033.

Key Outcomes

Key Findings

1.6 Chapter 3 of this AMR considers how the adopted LDP's strategic and general policies are performing against the identified key monitoring targets, and how its strategy and objectives are being delivered. An overview of the key findings is set out below:

- 277 new homes were completed during the monitoring period 1st April 2018 to 31st March 2019;
- The 2019 JHLAS (JHLAS) has not yet been finalised, however the Draft Statement of Common Ground calculates that the Council has a housing land supply of .3.5 years. This represents a decrease on the previous study which indicated a land supply of 3.8 years. This would constitute the sixth JHLAS where the housing land supply has been below the 5 year supply of land for housing requirement identified within Technical Advice Note 1;
- 84.8% of all housing developments permitted were on allocated sites. This represents a slight increase from the previous AMR which exhibited 87.5%.

The distribution of these planning permissions are largely focused on Growth Areas at 54.9% with Service Centres 2.6%, Local Service Centres 9.8% and Sustainable Communities 32.8%.

- Small site completions (sites of 4 and under dwellings) have contributed 117 dwellings to the overall supply, showing an increase from the 105 dwellings in 2017/18.
- The total number of dwellings permitted during the monitoring period is 866 with 737 on large sites (5 or more units) and 129 on small sites (4 or less units).
- Windfall sites (large sites not allocated within the Plan) has seen a drop in permissions from the 784 dwellings during 2015/16 to 112 within this AMR.
- In relation to affordable housing, 122 dwellings have been permitted which is a reduction on the 216 during the previous AMR period. Note this doesn't include the 12% affordable housing requirement for the site at West Carmarthen;.
- Employment sites allocated within the Plan with planning permission has increased to 30.76ha during this AMR period.
- Vacancy rates within the identified primary Retail Frontages are as follows:

Carmarthen	-	13%
Llanelli	-	15.3%
Ammanford	-	4.8%
- A Local development Order for Llanelli Town Centre has been introduced as a reflection of a living town centre approach integrating with other regeneration based initiatives.
- Welsh Language –No applications have been approved within linguistic sensitive areas without mitigation measures put in place.
- Caeau Mynydd Mawr SAC – 40.46 ha of land in good condition was being managed on 24 sites. A further 37.96 ha (subject to confirmation) of land was also rated in good condition giving a total of 78.42 ha (source: PIMS Action progress reports 2018-2019).
- No planning permissions for 'highly vulnerable' developments were permitted within the C1 or C2 flood zones as identified on the (TAN15) Development Advice Maps where it was contrary to Natural Resources Wales advice.

- Planning permission has been granted for schemes that have the potential to contribute a total of 0.69 MW of renewable energy within the County; and
- Minerals data indicates that the current hard rock landbank for Carmarthenshire is at least 92 years. The apportionments and allocations for land-based sand & gravel within Carmarthenshire have been combined with Pembrokeshire, the Pembrokeshire Coast National Park and Ceredigion. The combined landbank is at least 12 years supply.

Contextual Changes

1.7 In assessing the performance of the LDP, it is necessary for the AMR to consider any national, regional and local contextual changes that have occurred in the preceding year, and to consider the consequential impact of these changes on the LDP which may necessitate a review of the Plan.

National Context

1.8 The following key documents and publications are considered:

- The Wales Act (2017)
- Planning (Wales) Act 2015
- Issues, Options and Preferred Option for the NDF – Consultation Document
- Well-Being of Future Generations Act 2015
- Environment (Wales) Act 2016
- Historic Environment (Wales) Act 2016
- Planning Policy Wales: Edition 10
- Wales National Marine Plan
- Independent Review of Affordable Housing Supply
- Circular 005/2018: Planning for Gypsy, Traveler and Showpeople Sites
- Enabling Gypsies, Roma and Travellers: June 2018
- Carmarthenshire County Council - Well-being Objectives
- Carmarthenshire Well-being Assessment

- Moving Forward in Carmarthenshire – The Council’s New Corporate Strategy 2018 – 2023
- Transformations: Strategic Regeneration Plan for Carmarthenshire 2015 - 2030

1.9 Whilst some of these identified changes are profound in terms of the future direction of planning at a national level, only the Planning Policy Wales (Edition 10) has a notable direct and immediate impact for the future implementation of the LDP. The nature of the impact will only be fully realised once the final version is published and the revised LDP Manual is available. The implications of both will however be matters considered through the preparation of the Revised LDP 2018 – 2033.

1.10 The publication of the 2014-based Sub National Household and Population Projections, is considered within the LDP Review Report and chapter 2 below. Evidential work on population and household growth will play a fundamental role in informing the future strategy and content of the revised LDP, and it will support the future growth requirements for the Plan area.

1.11 The progress in relation to the National Development Framework (NDF) is noted, and whilst it falls outside the monitoring period for this AMR, the outcomes of the consultation during the summer of 2018 on Draft NDF will be considered as the Revised LDP 2018 – 2033 progresses through its preparatory process.

Regional Context

1.12 Carmarthenshire is part of The Swansea Bay City Region which also encompasses the Local Authority areas of Pembrokeshire, City and County of Swansea and Neath Port Talbot. The City Region, in bringing together business, local government, and a range of other partners, has published the Swansea Bay City Region Economic Regeneration Strategy 2013 – 2030. The role of the LDP in guiding and supporting the City Region’s aspirations will be central to its success, and its continued progress will be monitored.

1.13 The £1.3 billion Swansea Bay City Deal was signed in March 2017. The deal will transform the economic landscape of the area; boost the local economy by £1.8 billion; and generate almost 10,000 new jobs over the next 15 years. There is reference to 11 major projects overall, with the following specific projects proposed for Carmarthenshire:

- A Wellness and Life Science Village in Llanelli; and
- A creative industry project at Yr Egin in Carmarthen.

1.14 The signing of the City Deal represents a significant and landmark moment within the region in terms of its economic benefits and job creation opportunities. In land use terms the LDP provides a positive and proactive framework to facilitate this and is well placed to support the delivery of the City Deal.

Local Context

1.15 There was a clear synergy between the LDP and the former Integrated Community Strategy which is exemplified through the commitment to a sustainable Carmarthenshire, with the adopted LDP providing a land use expression to this objective. This remains the case with the Council's well-being objectives and the need to ensure there are strong on-going linkages will be developed as we progress through the preparatory process for the Revised LDP 2018 - 2033.

1.16 The Well-being of Future Generations (Wales) Act 2015 requires the Council as a representative of the Public Service Board to prepare a Well-being Plan. The Carmarthenshire Well-being Plan: The Carmarthenshire We Want – 2018 – 2023 was published in May 2018 and will be monitored to ensure continuity of purpose and content with the LDP. In this respect the National and the Council's Well-being Objectives are considered and discussed as part of a compatibility analysis with the objectives of the LDP. Reference is made to Appendix 1 of this Report in this regard. Reference should also be had to the content of the LDP Review Report.

1.17 In summary, the relevant contextual changes captured within this report will be fully considered as part of the preparation of the Revised LDP 2018 - 2033.

Supplementary Planning Guidance

1.18 A number of Supplementary Planning Guidance (SPG) documents have been published which elaborate on, and support the interpretation and implementation of the LDP and its policies and provisions. Reference should be given to Chapter 2 of this AMR. SPG preparation and adoption will continue where necessary. Consideration will be given to the future requirements for SPG emanating from the content of the Revised LDP 2018 - 2033.

1.19 The Affordable Housing SPG was revised in June 2018 and the Wind and Solar Energy SPG was adopted in June 2019.

Sustainability Appraisal (SA) Monitoring

1.20 The Strategic Environmental Assessment Directive requires local authorities to undertake Strategic Environmental Assessment (SEA) as part of the preparation of the LDP. In addition to this, the LDP Regulations requires a Sustainability Appraisal (SA) to be undertaken.

1.21 Some of the tangible outcomes to emerge from the review included confirmation of the designation of three separate Air Quality Management Areas (AQMAs) in Llandeilo, Carmarthen and Llanelli respectively. There are challenges in terms of ecological and carbon footprint, with the County's figure of XXX compared with the Wales average of XXX. There are XXXX low carbon energy projects identified in Carmarthenshire out of a total of XXXX nationally. These include projects harnessing solar, wind and other renewable energies to produce around 328GWh of green energy within the County.

1.22 Whilst none of the indicators are deleted, it should be noted that the commentary column makes it clear where information is unavailable and/or not

applicable. In some instances information is no longer available (or relevant); in other instances the data available is of insufficient detail to enable useful monitoring. There will be opportunities to work alongside colleagues in Corporate Policy in future years to develop an integrated review of the social, economic and environmental baseline.

Conclusions and Recommendations

1.23 This AMR is the fourth monitoring report following the adoption of the LDP in December 2014. The findings of the AMR provide an important opportunity for the Council to continue to assess the effectiveness of the Plan. In doing so, it is essential to recognise that this report follows the publication of the LDP Review Report, and supports the preparation of the Revised LDP 2018 – 2033.

1.24 The production of AMR's remain relevant particularly in collating evidence which supports the preparation of the Revised LDP.

1.25 Whilst it is considered that progress has been made in implementing many of the adopted Plan's policies and objectives, there are elements and components which are not delivering as intended. In this respect the findings of this AMR are consistent with that of previous AMRs and the content of the LDP Review Report.

Recommendations

1.26 That the findings and evidence contained within this AMR continue to inform the evidence gathering as part of the preparation of the revised LDP 2018 -2033.

1.27 That this fourth AMR be submitted the Welsh Government by 31st October 2019 in accordance with statutory requirements, and published on the Council's website.

Chapter 2

Introduction

Background

2.1 The provisions of the Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005, places a requirement on Carmarthenshire County Council as the Local Planning Authority (LPA) to prepare a Local Development Plan (LDP) for its administrative area. The LDP was adopted at the meeting of County Council on the 10th December 2014 and sets out the Authority's policies and proposals for the future development and use of land. The LDP superseded the previous Unitary Development Plan (UDP) and is used to guide and control development providing the foundation for consistent and rational decision making, and in guiding future opportunities for investment and growth. These policies and proposals include land-use allocations for different types of development (i.e. housing, employment, retailing, education, open space etc.) as well as criteria for assessing individual proposals. The Plan has a direct effect on the lives of every resident of the County as well as major implications on investment programmes, other plans and strategies, communities and landowners alike. In doing so, it provides a measure of certainty about what kind of development will, and will not, be permitted in particular locations during the Plan period. The Plan area excludes the part of the County contained within the Brecon Beacons National Park, where the Park Authority should be contacted in respect of the development plan and development proposals in that area.

LDP Review Report

2.2 Following the findings and recommendations of the second AMR (2016/2017), it was resolved to prepare a Review Report into the LDP and to consider the issues arising in relation to its delivery and implementation. During the preparation of the LDP Review Report, it was clear that the scale and implications of the highlighted issues were such that these could only be accommodated through a full revision process.

2.3 In addition, the adopted LDP was going into the last 4 years of the Plan's life, and the review highlighted the need to commence with a revised plan to replace the current LDP ahead of its expiration at the end of 2021;

2.4 In light of these issues, the meeting of Full Council on the 10th January 2018 resolved to formally proceed with the preparation of a Revised LDP for Carmarthenshire.

2.5 The content of the LDP Review Report, and the findings of the three AMRs will be utilised as evidence in guiding and informing its content and any evidential requirements that emerge.

Requirement for LDP Monitoring

2.6 **The Planning and Compulsory Purchase Act 2004** (The Act) requires each LPA to prepare an Annual Monitoring Report (AMR) for its LDP following adoption, and to keep all matters under review that are expected to affect the development of its area. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an AMR for submission to the Welsh Government (WG), and publication on the Carmarthenshire County Council's website by 31st October each year following plan adoption. The preparation of an AMR is therefore an integral component of the statutory development plan process.

2.7 Regulation 37 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 requires an AMR to identify any policies specified that are not being implemented.

2.8 Where such a policy is identified the AMR must include a statement identifying:

- The reasons why the policy is not being implemented;
- The steps (if any) that are intended to be taken to enable the policy to be implemented; and,

- Whether a revision to the plan to replace or amend the policy is required.

2.9 The AMR is also required to specify:

- The housing land supply from the current Housing Land Availability Study; and,
- The number (if any) of net additional affordable and general market dwellings built in the LPA's area.

Content and Structure

2.10 The AMR is the main mechanism for measuring the implementation and the success of the Plan's policies and reports on issues which impact upon the Plan's objectives. The AMR also analyses the effectiveness and continued relevance of the Plan's policies in light of national policy and contextual changes. The findings of the AMR could result in amendments to policies in order to improve their effectiveness and may result in a review of part, or of the whole Plan.

2.11 Monitoring is a continuous part of the plan making process. It provides the connection between evidence gathering, plan strategy and policy formulation, policy implementation, evaluation and plan review. It also, through the publication of the AMR, assists in improving the transparency of the planning process, and keeps stakeholders, the community and business groups informed of development plan issues.

2.12 The LDP Manual Edition 2 (2015) supplements the above requirements for monitoring by identifying the following headline aspects which could be usefully included in any AMR:

- Key findings;
- Significant contextual change;
- Sustainability monitoring;

- Strategy monitoring;
- Policy monitoring;
- Conclusions and recommendations.

2.13 It is not realistic or necessary for all the LDP's policies to be monitored as this would lead to an unnecessarily large and complicated document. Consequently, the LDP through its AMR will assess the performance of policies in achieving the integrated plan objectives. It assesses the extent to which LDP strategies, policies and key sites are being delivered and is the main mechanism for reviewing the relevance and success of the LDP.

2.14 The content of this AMR is therefore as follows:

- **Executive Summary**
- **Introduction:** introducing the AMR, outlining the requirement for LDP and SEA/SA monitoring and the structure of the AMR.
- **Contextual Changes:** Setting out any changes in circumstances outside of the remit of the Plan including those relating to legislation and national policy that could impact on the policy framework of the LDP.
- **LDP Monitoring framework:**
 - **LDP Monitoring:** Outline the findings of the monitoring framework including the identification of policies in respect of the identified targets and triggers. It includes an assessment of any mitigating circumstances and where appropriate, a recommended action to ensure the policies' successful implementation.
 - **Sustainability Appraisal Monitoring:** Outline the findings of the Plan's monitoring against the indicators identified in the SA/SEA.
- **Conclusions and recommendations:** Statement of any actions necessary as a consequence of the monitoring outcomes.

LDP Monitoring Framework

2.15 The monitoring framework is set out in Chapter 7 of the LDP and comprises a series of targets and indicators with defined triggers for further action. The monitoring framework was developed in accordance with the above Welsh Government Regulations and guidance on monitoring and was subject to consideration at the Examination in public and through the Inspector’s Report into the Carmarthenshire LDP. The monitoring framework set out within the LDP forms the basis of this AMR.

2.16 This AMR utilises a traffic light system in monitoring its policies. This allows a readily available visual interpretation on the Plan’s success, or otherwise. However this should be qualified through an understanding of the accompanying explanatory narrative. The circumstances where a monitoring indicator has not met its target, or where an assessment trigger has been activated, this indicator and narrative is considered to assess the conditions influencing its failure to meet the target and the impacts on policy implementation.

Policy target is being achieved or exceeded.	
Policy target not currently being achieved as anticipated but it does not lead to concerns over the implementation of the policy.	
Policy target is not being achieved as anticipated with resultant concerns over implementation of policy.	
No conclusion to be drawn – limited data available.	

2.17 The following options are available to the Council in association with each of the indicators and their triggers and will be considered as evidence in the preparation of the revised LDP 2018 - 2033. This AMR will assess the severity of the situation associated with each indicator and recommend an appropriate response.

- **Continue Monitoring:** Where indicators are suggesting that LDP policies are being implemented effectively and there is no cause for a review of the policy.
- **Officer / Member Training required:** Where indicators associated with planning applications suggest that policies are not being implemented as they were intended and further officer or Member training is required.
- **SPG / Development Briefs required:** Whilst the Council will be preparing SPG and Development Briefs throughout the Plan period and as part of the Revised LDP, indicators may suggest that further guidance should be provided to developers on how a policy should be properly interpreted. Additionally, should sites not be coming forward as envisaged, the Council will actively consider engaging with developers / landowners to bring forward Development Briefs on key sites to help commence the development process.
- **Policy Research / Investigation:** Where monitoring indicators suggest the LDP policies are not being as effective as intended, further research, investigation, and evidence gathering will be undertaken to inform any decision to formally review the policy.
- **Review Policy:** Where monitoring indicators suggest that amendments to the LDP are required, these will be considered as part of the revision of the LDP.

Strategic Environmental Assessment Regulations (2004) and The Conservation of Habitats and Species Regulations 2010 (as amended 2011)

2.18 The SA-SEA (SA) Report, which accompanies the Adopted LDP, identifies baseline indicators for SA monitoring. Reference should be made to Chapter 4 where the SA monitoring for this AMR is set out.

2.19 It is considered that the SA monitoring can inform the overall analysis of the performance of the LDP. It is however noted that the SA monitoring process should not be undertaken in isolation of the Plan's monitoring. It should assist in informing an overall picture in terms of the environmental, economic and social conditions of the County.

2.20 The SA will be subject to review and revision in line with the commitment to prepare the Revised LDP 2018 – 2033.

Contextual Information

2.21 In considering the performance and implementation of the LDP, it is necessary to also consider any contextual changes that have occurred during the previous year which may have affected the delivery of the Plan. This includes local, regional and national considerations, recognising that the LDP should not be considered in isolation, and that its delivery may be impacted upon by a range of external and other factors.

2.22 This AMR identifies relevant changes to national planning policy where there may be implications for the LDP and the preparation of the Revised LDP. Further reference may also be had to key contextual documents and considerations. Such examples whilst not necessarily having occurred during the AMR period may by virtue of their importance and relationship to the Development Plan process require specific consideration in developing the Revised Plan.

2.23 Additionally, it will identify the factors that may have influence on the implementation of the LDP and the preparation of the Revised LDP. This will be supplemented through additional reference to contextual changes within the policy monitoring outcomes:-

- National Context;
- Regional Context; and,
- Local Context.

National Legislative and Policy Context

The Wales Act (2017)

2.24 The Wales Act 2017, having received Royal Assent on the 31st January 2017, whilst outside this AMR period it provides the National Assembly for Wales with the power to legislate on any subject other than those which are reserved to the UK Parliament. It therefore remains relevant in contextual terms. The Wales Act 2017 implements elements of the St David's Day agreement which required legislative changes. It is aimed at creating a clearer and stronger settlement in Wales which is durable and long-lasting. In particular, the Wales Act amends the Government of Wales Act 2006 by moving to a reserved powers model for Wales.

2.25 The 2017 Act also devolves further powers to the Assembly and the Welsh Ministers in areas where there was political consensus in support of further devolution. These include:

- Devolving greater responsibility to the Assembly to run its own affairs, including deciding its name;
- Devolving responsibility to the Assembly for ports policy, speed limits, bus registration, taxi regulation, local government elections, sewerage and energy consenting up to 350MW (see below for additional detail);
- Devolving responsibility to Welsh Ministers for marine licensing and conservation and energy consents in the Welsh offshore region; and extending responsibility for building regulations to include excepted energy buildings;
- Devolving power over Assembly elections;
- Devolving powers over the licensing of onshore oil and gas extraction;
- Aligning the devolution boundary for water and sewerage services along the border between England and Wales; and,
- Establishing in statute the President of Welsh Tribunals to oversee devolved tribunals and allowing cross-deployment of judicial office holders.

2.26 In relation to the 2017 Act and the devolution of powers, specific reference is made to matters relating to the Community Infrastructure Levy (CIL). Previously not a devolved matter, this as part of the 2017 Act, has now been devolved with powers transferred to the Welsh Government. In this respect, a Transfer of Functions Order allows Welsh Ministers to modify existing secondary legislation.

Planning (Wales) Act 2015

2.27 The Planning (Wales) Act 2015 gained Royal Assent on 6 July 2015, and is outside the monitoring period of this AMR. It is however by virtue of the changes it instigates of continued relevance in contextual terms. It sets out a series of legislative changes to deliver reform of the planning system in Wales, to ensure that it is fair, resilient and enables development.

2.28 In terms of the development plan, the 2015 Act seeks to strengthen the 'plan led' approach with the LDP retaining a fundamental role. It further supplements the current plan led system by introducing a legal basis for the preparation of a National Development Framework (NDF) at an all Wales level, and Strategic Development Plans (SDPs) at a regional level to address cross-boundary issues such as housing, employment, waste and transport. Whilst it is noted that the spatial extent of any prospective SDPs remain unclear and their geographical extent are not currently defined, the strategic plans will only apply to areas of greater than local significance (notably Cardiff, Swansea and the A55 corridor).

2.29 The following further considers the above changes in relation the Development Plan system:

National Development Framework

2.30 The NDF is scheduled for completion and publication in September 2020, and once prepared, will form the national development plan for Wales replacing the Wales Spatial Plan. It will set out key planning policy provisions to provide a direction to all levels of the development plan framework. There should be 'conformity' with its provisions.

2.31 The NDF will:

- set out where nationally important growth and infrastructure is needed and how the planning system - nationally, regionally and locally - can deliver it;
- provide direction for Strategic and Local Development Plans and support the determination of Developments of National Significance;
- sit alongside Planning Policy Wales (PPW), which sets out the Welsh Government's planning policies and will continue to provide the context for land use planning;
- support national economic, transport, environmental, housing, energy and cultural strategies and ensure they can be delivered through the planning system; and,
- be reviewed every 5 years.

2.32 Reference is made to the consultation on the **Issues, Options and Preferred Option for the NDF**. The Issues, Options and Preferred Option consultation document was the product of the evidence gathering, engagement and consultation undertaken to date by the WG. This work identified the key issues the NDF should respond to, and plan for. This was supported the development of a vision and objectives for the NDF and the preferred option. The WG are scheduled to consult on the Draft version of the NDF in July 2019.

2.33 Local Planning Authorities (LPA) will be required to review their LDPs as soon as possible following the publication of either an SDP or NDF to ensure it is in general conformity. This is particularly prevalent where new policies or issues have arisen. In circumstances where an LDP is not shown to be in general conformity, a revision will be required. The preparation of the Revised LDP will have regard to and monitor the progress of the NDF and its content.

Strategic Development Plans

2.34 As stated above, the 2015 Act introduces powers to designate strategic planning areas as well as establishing strategic planning panels. The Panels, whose

membership is defined within guidance, will be responsible for preparing an SDP within a regional/sub-regional strategic context. However, it is not anticipated that there would be complete coverage across Wales in terms of the designation of SDPs.

2.35 It is anticipated that SDPs will consider specific strategic elements such as housing, employment, transport, Gypsy and Traveller provision, minerals and waste. In this respect an SDP will allow 'larger than local' issues to be considered and planned for within a strategic context. Such issues cut across a number of local planning authority areas and due to their regional nature are sometimes difficult to cater for effectively within administrative boundaries. It should be noted that an SDP will need to be consistent with the provisions of the NDF and likewise LDPs will need to be consistent with the SDP.

2.36 Given that their geographical extent is not currently defined, the spatial extent of any prospective SDP's is currently unclear. It will be a matter for the constituent local authorities making up a SDP to define an agreed spatial area based on evidence.

2.37 Where the case for an SDP is accepted by WG, a responsible authority must be identified. It should be noted that the responsible LPA needn't necessarily be the largest or most populated LPA. However, an adopted LDP should be in place.

2.38 In proposing an SDP there must be a clear understanding as to why one is required, and whether strategic planning matters cannot be addressed / delivered through existing LDPs. In this regard, there would need to be a clear collective strategic focus on delivery within issues such as housing and employment growth across a region. It is however considered essential that a collective view exists across all the authorities involved with ongoing discussions necessary.

Local Development Plans

2.39 LDPs in their current form will no longer be required within areas covered by an SDP, rather what is termed as a 'light touch' LDP will be prepared. Such 'light touch' plans will cover matters not contained within the SDP as appropriate. It should be noted however that an SDP could cover only part of a County and therefore a more detailed LDP could still be needed for the part not covered by the SDP. The implications of any future SDP work on the content of the LDP will be carefully monitored.

Place Plans

2.40 The emerging role for Place Plans reflects their recognition through the Positive Planning agenda and Planning (Wales) Act 2015. Whilst the Act did not introduce them into statute they are increasingly seen as mechanisms for reflecting community aspirations linking into the LDP and Well-being Plan.

2.41 Centred on the Community they are essentially a mechanism where the community comes together to discuss (including with others), look at, and agree how they wish their community to develop. With this in mind, their preparation should be at heart community led with collaboration across all stakeholders within the community, other parties and bodies and critically the local authority. This would develop, and build upon the broader policy framework to reflect and agree community aspirations, and to improve local evidence around community and localised needs.

2.42 In this respect LPAs will be expected to work with those Community and Town Councils and communities who wish to prepare a Place Plan. Such plans may relate to a thematic aspect or site specific guidance to supplement the policies and proposals in an adopted LDP. Place Plans must for them be truly meaningful and influence decision making and be in conformity with the LDP. As such these may form SPG.

2.43 The 2015 Act makes provision to improve resilience. The Act will allow the Welsh Ministers to direct LPAs to work together and for LPAs to be merged.

2.44 Taken together with proposed changes to secondary legislation, policy and guidance, the Act will:

- Support delivery of the homes, jobs and infrastructure that Wales requires;
- Provide opportunities to protect and enhance our most important built and natural environments;
- Support the use of the Welsh language.

2.45 The Act, in setting out a statutory purpose for planning in Wales, requires local planning authorities, the Welsh Ministers and other public bodies, (when undertaking any development plan or development management functions) to contribute to improve the well-being of Wales as part of carrying out sustainable development. The provision provides a direct link to the requirements for carrying out sustainable development in accordance with the Well-being of Future Generations (Wales) Act 2015.

2.46 In Development Management terms, the Act introduces a number of measures including:

- a pre-application service and standard pre-application fees;
- a pre-application consultation with community and statutory consultees on certain developments;
- applications to the Welsh Ministers for Developments of National Significance and the option for applications to be made directly to the Welsh Ministers where a Council has been designated as poorly performing by WG;
- the Welsh Language as a material consideration;
- the requirement for notification to be given to the Council before development commences;
- changes to the size of planning committees and a national scheme of delegation;

- new planning application validation processes and appeals;
- removing the ability to vary a planning application once an appeal is submitted;
- more stringent powers relating to enforcement action, including powers to decline retrospective applications for development subject to enforcement; and,
- a trigger of events to prohibit the registration of town and village greens.

LDP Implications

The provisions of the Act, whilst not necessarily having an immediate impact upon the preparation of the Revised LDP and this AMR, will be monitored - particularly in terms of the increased emphasis it places on development plans in the form of the NDF and prospective SDPs, with cross border discussions and the potential for further collaborative working being central in that regard.

The content of the emerging Draft NDF will be appropriately considered during the preparation of the Revised LDP.

Well-Being of Future Generations Act 2015

2.47 The Well-Being of Future Generations Act received Royal Assent in April 2015. It has an overarching aim of requiring all public bodies in Wales that are subject to the Act to work in a way that improves economic, social, environmental and cultural well-being with a view to helping create a Wales that ‘we want to live in now and in the future’.

2.48 The Act puts in place a ‘sustainable development principle’ which directs organisations on how to go about meeting their duty under the Act. This means that the body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

2.49 The Act provides the legislative framework for the preparation of Local Well-being Plans which will replace the current Integrated Community Strategy. Given that the promotion of sustainable development is an underlying principle of the LDP, there are clear associations between the aspirations of both the Plan and Act/Well-being Plans. The Act introduces a series of well-being goals to strive towards in pursuit of sustainable development.

2.50 LPA's are required to take into account the well-being plans in the preparation of LDPs and the making of planning decisions.

LDP Implications

The requirements under the duties set out in the Act will be developed in any future AMRs and as part of the preparation of the Revised LDP. Reference in this respect should be had to the local context below and Appendix 1.

Environment (Wales) Act 2016

2.51 The Environment (Wales) Act received Royal Assent on 21 March 2016. It delivers against the Welsh Government's commitment to introduce new legislation for the environment.

2.52 Key parts of the Act are as follows:

- Part 1: Sustainable management of natural resources – enables Wales' resources to be managed in a more proactive, sustainable and joined-up way.
- Part 2: Climate change – provides the Welsh Ministers with powers to put in place statutory emission reduction targets, including at least an 80% reduction in emissions by 2050 and carbon budgeting to support their delivery.
- Part 4: Collection and disposal of waste – improves waste management processes by helping us achieve higher levels of business waste recycling, better food waste treatment and increased energy recovery.

- Parts 5 & 6: Fisheries for shellfish and marine licensing – clarifies the law in relation to shellfisheries management and marine licensing.
- Part 7: Flood & Coastal Erosion Committee and land drainage – clarifies the law for other environmental regulatory regimes including flood risk management and land drainage.

2.53 The policy statement places a duty on Welsh ministers to prepare, publish and implement a statutory National Natural Resource Policy (NNRP).

2.54 A key component of the Act is the duty it places on public authorities to 'seek to maintain and enhance biodiversity'. The Act in doing so, requires public authorities to forward plan and report on how they intend to comply with the biodiversity and resilience of ecosystems duty.

LDP Implications

The preparation of the Revised LDP will respond to the provisions of the Act. It is however noted that in relation to the duty under the Act to 'seek to maintain and enhance biodiversity' that the LDP policy framework includes such provisions, however the scope of the current framework will be reviewed and developed as appropriate.

Historic Environment (Wales) Act 2016

2.55 The Historic Environment (Wales) Act was passed by the National Assembly for Wales on 9 February 2016 and became law after receiving Royal Assent on 21 March 2016.

2.56 The Historic Environment (Wales) Act 2016 has three main aims:

- to give more effective protection to listed buildings and scheduled monuments;
- to improve the sustainable management of the historic environment; and

- to introduce greater transparency and accountability into decisions taken on the historic environment.

2.57 The Act amends the two pieces of UK legislation — the Ancient Monuments and Archaeological Areas Act 1979 and the Planning (Listed Buildings and Conservation Areas) Act 1990. These currently provide the framework for the protection and management of the Welsh historic environment. The Act also contains new stand-alone provisions relating to historic place names; historic environment records and the Advisory Panel for the Historic Environment in Wales.

LDP Implications

Regard will be given to the content of the Act and its requirements, including secondary legislation and Technical Advice Note 24: Historic Environment as part of the preparation of the Revised LDP.

Planning Policy Wales: Edition 10: December 2018

2.58 Planning Policy Wales (PPW) sets out the land use planning policies of the Welsh Government. It is supplemented by a series of Technical Advice Notes (TANs), Welsh Government Circulars, and policy clarification letters, which together with PPW provide the national planning policy framework for Wales. PPW, the TANs¹, MTANs² and policy clarification letters comprise national planning policy.

2.59 The primary objective of PPW is to ensure that the planning system contributes towards the delivery of sustainable development and improves the social, economic, environmental and cultural well-being of Wales, as required by the Planning (Wales) Act 2015, the Well-being of Future Generations (Wales) Act 2015 and other key legislation.

LDP Implications

The implications and requirements from PPW will be fully considered as part of the preparation of the Revised LDP.

Welsh National Marine Plan

2.60 The WG are in the process of preparing the first Welsh National Marine Plan (WNMP). It will set Welsh Government's policy for the next 20 years for the sustainable use of our seas. The WNMP will contain plans and policies for both the inshore and offshore regions. Implementation guidance will help authorities understand the decisions they will need to take.

2.61 The requirement to produce the Plan is established under the [Marine and Coastal Access Act \(MCAA\)](#), with the Welsh Ministers constituting the planning authority for the Welsh:

- inshore region (out to 12 nautical miles)
- offshore region (12 to 200 nautical miles)

2.62 The WNMP will:

- support our vision for clean, healthy, safe and diverse seas
- guide future sustainable development
- support the growth of marine space and natural resources ('blue growth')

2.63 Following the consultation on the content of the draft WNMP the WG intends to re-structure the draft WNMP to separate out the detailed implementation guidance and underpinning evidence into a supporting framework. The shortened core WNMP will focus on vision, objectives and policies, responding to stakeholder feedback on increasing accessibility to key information from a user perspective. The detailed implementation guidance, currently sitting within the draft WNMP, will sit within a suite of supporting guidance.

2.64 It is considered this approach will allow for timely and responsive updates to guidance. It will also support the consideration of up-to-date evidence from the Wales Marine Planning Portal as part of decision making.

LDP Implications

The implications and requirements arising from the emerging Welsh national Marine Plan will be fully considered as part of the preparation of the Revised LDP.

Independent Review of Affordable Housing Supply

2.65 Whilst published outside of this AMR period the outcome of the review, and its future implications in terms of the delivery of affordable housing is included for completeness and to provide a contextual background for AMR as well as the preparation of the Revised LDP.

2.66 An Independent Panel was established in May 2018 by the then Minister for Housing and Regeneration to undertake the review. The purpose of the review was to examine current arrangements supporting the development of affordable housing and to make recommendations for changes designed to increase supply and improve delivery from the resources available.

2.67 The Panel's recommendations are as set out within the final report² are designed to ensure that patterns of development help to build sustainable communities as well as responding efficiently and effectively to housing need.

2.68 Reference is made to the Minister for Housing and Local Government's letter Leaders and Chief Executives of Local Authorities dated the 8 July 2019. This set out the Ministers expectations of development plans for the delivery of social housing in advance of changes to PPW.

² Independent Review of Affordable Housing Supply: Final Report (April 2019)

LDP Implications

The outcome of the review and the Welsh Governments future approach in relation to Affordable Housing Supply will be monitored and considered as part of the preparation of the Revised LDP.

Circular 005/2018: Planning for Gypsy, Traveler and Showpeople Sites

2.69 The circular reflects provisions contained in the Housing (Wales) Act 2014 to ensure local authorities meet the accommodation needs and provide sites for Gypsies and Travellers through the planning system.

2.70 It outlines how planning authorities and Gypsies and Travellers can work together to achieve this aim.

Enabling Gypsies, Roma and Travellers: June 2018

2.71 The 'Enabling Gypsies Roma and Travellers' Plan is aligned with the Welsh Government National Strategy 'Prosperity for All' and outlines the breadth of work which the Welsh Government is undertaking to ensure inequalities experienced by these communities are reduced, access to opportunities increased, and relations between these communities and wider society improved.

2.72 In particular, the Plan seeks to build upon work undertaken since 2011 whilst introducing commitments in areas such as employment and training as well as building bridges with social services and criminal justice agencies.

LDP Implications

The content of circular and that of the Enabling Gypsies, Roma and Travellers Plan, together with the LDP's role in meeting Gypsies and Travellers accommodation needs will be considered as part of the preparation of the Revised LDP.

Regional Policy Context

Swansea Bay City Region

2.73 The Swansea Bay City Region encompasses the Local Authority areas of Pembrokeshire, Carmarthenshire, City and County of Swansea and Neath Port Talbot. It brings together business, local government and a range of other partners, working towards creating economic prosperity for the people who live and work in our City Region. The Swansea Bay City Region Economic Regeneration Strategy 2013 – 2030 sets out the strategic framework for the region aimed at supporting the area's development over the coming decades.

City Deal

2.74 The signing of the City Deal secured the biggest ever investment for South West Wales. The £1.3 billion deal will transform the economic landscape of the area, boosting the local economy by £1.8 billion, and generating almost 10,000 new jobs over the next 15 years. The eleven major projects identified in the City Deal set out to deliver world-class facilities in the fields of energy, smart manufacturing, innovation and life science, with major investment in the region's digital infrastructure and workforce skills and talent underpinning each sector.

2.75 The total investment package is made up of £241 million of UK and Welsh Government funding, £396 million of other public sector money and £637 million from the private sector. The make-up of the Swansea Bay City Region Board include the four local authorities, together with Abertawe Bro Morgannwg and Hywel Dda University Health Boards, Swansea University and the University of Wales Trinity St David's, along with private sector companies. With a clear vision of 'A Super Smart Innovation Region', it is expressed through the following four interconnected strands, or internets:

Internet of Electronic Acceleration - Vision

To create a fully connected region and be at the forefront of digital innovation.

The internet of economic acceleration will:

- Create a regional, state of the art, digital infrastructure including next generation wireless networks
- Launch the Swansea City and Waterfront Digital District
- Establish a new creative digital cluster at Yr Egin
- Develop a centre of excellence in Next Generation Services to develop new commercial opportunities across the region
- Deliver the skills and training required to support the City Deal

Internet of Life Science and Well-being - Vision

- To place the region at the forefront of life science innovation and to be recognised as a destination of choice for global investment and enterprise in the field of life sciences and well-being
- Create and use an enhanced digital infrastructure to accelerate development in the area of life sciences

Smart Manufacturing - Vision

To place the region at the forefront of smart manufacturing and to support businesses to harness the opportunities associated with the digital manufacturing revolution.

Smart manufacturing is using data and technology to react immediately to changes in market or industry demands. Increasing Smart Manufacturing will help attract significant investment, drive economic growth and boost local regeneration through direct job creation and employment in vibrant innovation clusters.

An Internet of Energy - Vision

- To place the region at the forefront of energy innovation and establish the region as a globally significant player in the production and storage of energy
- To create jobs and investment whilst addressing challenges such as fuel poverty and energy security for current and future generations

- Digitally connect the region's energy assets to create a test bed for the demonstration of 'Future Energy Systems'

2.76 The 11 projects identified through the City Deal includes those in land use terms to be specifically proposed within Carmarthenshire, however the economic value presented through the deal will extend well beyond:

- A Wellness and Life Science Village in Llanelli which as part of the Internet of Life Science and Well-being will seek to create a physical village providing facilities and services which promote and improve well-being. It will integrate business development, education, healthcare, leisure, tourism, wellness support and research in life-sciences in one location, delivering transformational social and economic benefits.
- Yr Egin - Creative Digital Cluster in Carmarthen. As part of the Internet of Electronic Acceleration, the Yr Egin project will seek to create a new digital and creative cluster providing start up and development space for creative and digital companies. It will also seek to promote the Welsh Language forming a base for the Welsh language broadcaster S4C.

LDP Implications

The current adopted LDP in recognising the important regional contribution of Carmarthenshire, makes provision through its policies and proposals for employment development, with the economy an important component of the Plan's Strategy. The emerging role of the City Region is a key consideration to ensuring the continued compatibility in a strategic context.

In this respect the signing of the City Deal and the identification of the above interconnected strands, or internets with their component outcomes and projects will be a notable informant in any future land use policies or proposals. In this respect, whilst the City Deal reinforces much of the current LDPs strategic approach, a

measurement of compatibility will be necessary as part of the preparation of the Revised LDP to ensure appropriate provisions are in place to support delivery.

Local Context

Carmarthenshire County Council - Well-being Objectives 2017/18

2.77 The Council in line with its statutory obligations has published its Well-being Objectives for 2017/18. These objectives as set out below also includes the Improvement Objectives and follow approval at County Council:



Well-being Objectives

1. Help to give every child the best start in life and improve their early life experiences.

2. Help children live healthy lifestyles.

3. Continue to improve learner attainment for all.

4. Reduce the number of young adults that are Not in Education, Employment or Training.

5. Tackle poverty by doing all we can to prevent it, helping people into work & improving the lives of those living in poverty.

6. Creating more jobs and growth throughout the county.

7. Increase the availability of rented and affordable homes.

8. Help people live healthy lives (tackling risky behaviour & obesity).

9. Supporting good connections with friends, family and safer communities.

10. Support the growing numbers of older people to maintain dignity & independence in their later years.

11. A Council wide approach to supporting Ageing Well in Carmarthenshire.

12. Looking after the environment now and for the future.

13. Improving the highway and transport infrastructure and connectivity.

14. Promoting Welsh language and culture.

15. Building a Better Council and Making Better Use of Resources

2.78 Having published these Objectives, the Council must take all reasonable steps to meet them. A detailed Action Plan is being prepared to support each Improvement/Well-being Objective, and these will be monitored and reported on through the Performance Management Framework.

Public Service Board

2.79 Established as a statutory board under the provisions of The Well-being of Future Generations (Wales) Act 2015 the Public Services Board (PSB) for Carmarthenshire is a collection of public bodies working together to improve the well-being of the County.

2.80 The board's role is to improve the economic, social, environmental and cultural well-being of our area by working to achieve the 7 Well-being goals identified within The Well-being of Future Generations (Wales) Act 2015. In doing so it will seek to assess the state of economic, social, environmental and cultural well-being and publish a well-being plan setting out its local objectives and the steps necessary to meet them. The Carmarthenshire PSB includes four statutory members: Carmarthenshire County Council, Hywel Dda University Health Board, Mid and West Wales Fire and Rescue Service and Natural Resources Wales along with other public sector, third sector and education partners.

Carmarthenshire Well-being Assessment

2.81 The Well-being Assessment undertaken by the Carmarthenshire PSB outlines: what well-being looks like in Carmarthenshire; and, what Carmarthenshire's residents and communities want well-being to look like in the future, through exploring key issues which positively and/or negatively impact well-being.

2.82 Its findings as published for consultation forms the basis for the report to the PSB which will utilise its outcomes, alongside other key information, to identify priorities for improving the social, economic, environmental and cultural well-being of Carmarthenshire.

2.83 These priorities informed the PSB's Well-being Plan for Carmarthenshire titled The Carmarthenshire We Want – 2108 – 2023 published in May 2018 This Plan will outline how the PSB will collectively utilise the five ways of working to improve well-being in Carmarthenshire and contribute towards the national well-being goals.

Moving Forward in Carmarthenshire – The Council's New Corporate Strategy 2018 - 2023

2.84 The 2018-2023 Corporate Strategy sets out the direction for the local authority over the next five years, incorporating our improvement and well-being objectives as defined by legislation.

2.85 It also includes the Executive Board's key projects and programmes for the next five years, a set of almost 100 priority projects and areas recently announced by Leader Cllr Emlyn Dole in his 'Moving Forward in Carmarthenshire' plan.

2.86 The strategy outlines the Council's vision for the future through 15 objectives under four key themes - to support residents to: start well, live well and age well in a healthy, safe and prosperous environment.

LDP Implications

The LDP will remain a key tool to deliver the Well-being assessment and the above Objectives. The progression towards the Well-being Plan and the recent transference from the Local Service Board to the Public Service Board will be monitored to ensure the continued alignment of these two core Plans.

A key consideration in moving forward relates to the integration and compatibility of the LDP's strategic objectives with the Well-being Objectives identified above. It is considered essential that its compatibility be examined from an early stage to ensure the LDP is well placed to respond to these changes and the emerging Action Plan which will support their delivery. Appendix 1 undertakes a comparative analysis of the LDP's Strategic Objectives against the national and local Well-being Objectives.

Transformations: Strategic Regeneration Plan for Carmarthenshire – 2015 – 2030

2.87 This document sets out Carmarthenshire’s regeneration strategy, building on the opportunities for growth and investment which emerges from the policies and provision of the LDP. This in turn reflects Carmarthenshire as a confident, ambitious and connected component of the Swansea Bay City Region.

LDP Implications

The LDP represents a key component in the delivery of the Council’s regeneration objectives and there are clear advantages in terms of efficiency, engagement and outcomes in continuing the synergy between shared strategic priorities.

The relationship between the LDP, the Transformations document and the strategic direction regionally expressed through the City Deal will need to be considered as part of the Revised LDP to ensure appropriate provisions are in place to support delivery.

Community Infrastructure Levy (CIL)

2.88 The consultation on the CIL Preliminary Draft Charging Schedule was undertaken between September and November 2016 following resolution by the Council to progress work on its preparation. Part of this process has included the gathering of notable evidence around development viability and infrastructure. Subsequently, the Council’s consideration on progressing CIL has been informed by a number of key developments:

2.89 **The Department of Communities and Local Government CIL Review - A New Approach to Developer Contributions** - In November 2015 the Westminster Government commissioned an independent national review of CIL with the purpose of:

‘Assessing the extent to which CIL does or can provide an effective mechanism for funding infrastructure, and to recommend changes that would improve its operation in support of the Government’s wider housing and growth objectives.’

2.90 The review examined the amount of revenue CIL is raising; the types of development that are paying CIL; impacts on viability; and the operation of the neighbourhood share of CIL.

2.91 In summary, the report’s overall conclusion was that: CIL as currently configured is not fulfilling the original intention of providing a faster, fairer, simpler, more certain and more transparent way of ensuring that all development contributes something towards cumulative infrastructure need; it has also disrupted and complicated the Section 106 arrangements which, though much criticised, functioned reasonably well for many sites.

2.92 In identifying a way forward, the report recommends that Government consider a revised twin-track approach that allows local authorities to take advantage of the best elements of the existing CIL and Section 106. It recommends that the Government replace the CIL with a hybrid approach of a broad and low level Local Infrastructure Tariff (LIT) and Section 106 for larger developments.

2.93 **Devolution of CIL Powers** – As outlined above, the UK Government on 7th June 2016 published the Wales Bill with the intention to amend the Government of Wales Act 2006. The Bill received Royal Assent as the Wales Act 2017 on 31st January 2017.

2.94 As part of the Wales Act 2017 CIL has become a devolved matter with powers anticipated to be transferred to the Welsh Government in April 2018. In this respect a Transfer of Functions Order is necessary to allow Welsh Ministers to modify existing secondary legislation. Should the Welsh Ministers then consider it appropriate to amend the CIL Regulations then it is possible that further legislation may be required to enable this, however, this has not been confirmed.

2.95 Given the above it is currently unclear on the approach the WG wish to adopt on CIL, and notably whether they wish to continue with the approach as set out within the CIL regulations, or develop specific amendments or abandon it altogether.

2.96 Consequently and given that it is unclear which form, if any, CIL or its potential replacement will take, the preparation of a CIL for Carmarthenshire has been placed in abeyance.

LDP Implications

The progress of the CIL for Carmarthenshire and any subsequent implications for the LDP will be subject to on-going monitoring. However, it is noted that if CIL was to be progressed it would need to clearly accord with, and express elements of LDP policy in terms of strategic delivery. As such, in light of a resolution for it to be held in abeyance, then it would be prudent for its future consideration to be linked with the Revised LDP.

In this respect, whilst there are no direct implications on the current LDP and this AMR, the national context and outcome of and deliberations on its future will be monitored and considered as part of the preparation of the Revised LDP.

The Carmarthenshire Gypsy and Traveller Accommodation Assessment – 2016

2.97 Emanating from the provisions of the Housing (Wales) Act 2014, a Gypsy and Traveller Accommodation Assessment (GTAA) has been undertaken for Carmarthenshire to identify if there is a need for a Gypsy and Traveller site within the County. Undertaken in accordance with statutory guidance, the assessment was submitted to Welsh Ministers for scrutiny and approval. The Local Authority received confirmation from the Welsh Minister that the content of the needs assessment was accepted on 28th March 2017. The GTAA was reported to the Council's Executive Board on the 26th March 2018, where it was resolved to publish the report and that a site selection process be developed to meet any identified need. Whilst outside this

monitoring period the GTAA represents an important indicator in terms of Gypsy and Traveller need and as such is included here for completeness.

LDP Implications

The requirements emanating from the GTAA will be an integral informant in relation to the identification of any Gypsy and Traveller Sites. The requirements in respect of Gypsy and Traveller accommodation will be considered as part of the preparation of the Revised LDP.

In this respect it should be noted that the GTAA established Gypsy and Traveller need through to 2031. This doesn't align with the Plan period of the Revised LDP, consequently a revised GTAA will be prepared to cover the period through to 2033.

Supplementary Planning Guidance

2.98 The SPG on Wind and Solar Energy has been published for formal consultation and was adopted in June 2019.

Summary

2.99 As set out above, new legislation and changes in national, regional and local contexts have emerged during the current monitoring period, some of which may have implications for the future implementation of the LDP. Subsequent AMRs will continue to provide updates on relevant contextual material which could affect the Plan's future implementation.

2.100 As appropriate contextual will form an important component in the preparation of the revised LDP be it in terms of its policies and proposals or supporting documents or evidence.

The Carmarthenshire Context

Spatial Influences

2.101 Carmarthenshire is a diverse County with the agricultural economy and landscape of the rural areas juxtaposed with the urban and industrial south-eastern area. Around 65% of the population reside on 35% of the land in the south and east of the County. The main urban centres are Llanelli, Ammanford/Cross Hands and Carmarthen. The County also has a number of other settlements of various sizes and many of them make notable contributions to the needs and requirements of their community and the surrounding area. These are supplemented by a large number of rural villages and settlements which are self-sufficient in terms of facilities and services.

2.102 The adopted LDP builds upon the spatial characteristics and diversity of the County and its communities and seeks to consolidate the existing spatial settlement pattern.

2.103 The focus of the current spatial form and resultant distribution of existing housing and employment provision is within the established urban centres of Llanelli, Carmarthen, and Ammanford/Cross Hands. The focus on these settlements as identified 'Growth Areas' reflects their respective standing and their sustainability and accessibility attributes. The Growth Areas exhibit good accessibility through connections to the strategic highway network and the rail networks as well as public transport.

2.104 The characteristic rural and urban split typifies the variability within communities and settlements and their historic and future roles. This is exemplified by the predominantly south eastern urban areas and their post-industrial needs in terms of regeneration. The challenges faced by such settlements are often of a

marked difference in terms of scale to those of rural areas, which face separate challenges in respect of depopulation and the agricultural industry. This encapsulates the diversity of Carmarthenshire's communities and settlements which are diverse in character, scale and role with a settlement's size not always reflective of its role.

Distribution of Growth

2.105 The distribution of growth is based on a settlement's position within the LDP hierarchy which could not be predicated on a simplistic interpretation of distribution (for example, across all tier 3 settlements on an equal basis). This equally applies within the Growth Areas, or indeed any other tier in the settlement hierarchy, where each has manifestly different issues and considerations within the context of their importance in strategic terms and the function they perform.

2.106 There are a number of considerations that influence the release of land for development across the County, notably:

- Environmental - in the form of flood risk considerations. Many of the larger settlements are situated adjacent to the sea and/or rivers. Also worthy of note are areas of nature conservation importance - including those within the Llanelli/Burry Port and Cross Hands areas;
- Social considerations - including areas of cultural and linguistic value in terms of the Welsh language, as well as areas of deprivation.

2.107 The richness of Carmarthenshire's natural, built and cultural environment is an important spatial consideration in planning for the future of the County, particularly in terms of the potential for growth and the siting of development. The County includes sites designated at the international level to protect and enhance important nature conservation value, as well as striking landscapes and distinctive historic towns and villages. The importance of the County's built heritage is borne out by the 27 conservation areas, 366 Scheduled Ancient Monuments (ranging from Prehistoric to post - Medieval/Modern features of cultural historic interest) and the

large number of listed buildings. There are also a number of designated sites for nature conservation and biodiversity importance, including 8 Special Areas of Conservation, 3 Special Protection Areas, 1 Ramsar site, 90 Sites of Special Scientific Interest, 5 National Nature Reserves, 5 Local Nature Reserves and 7 registered landscapes.

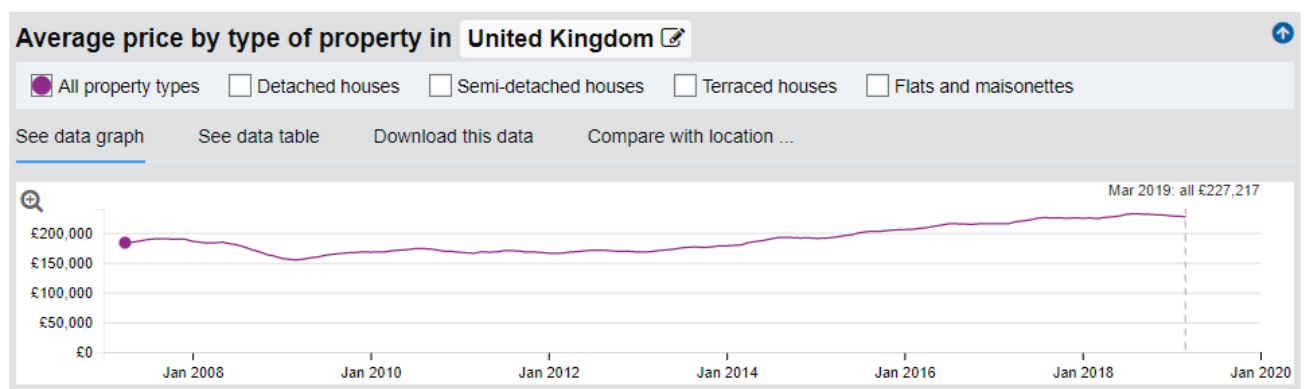
Economic Indicators

Housing

2.108 The economic downturn post-2008 has at a national level had a significant impact on housing provision in the UK as a whole, and has in turn impacted confidence and delivery at a local level. Indeed it was only in February 2015 that the England & Wales house price index recovered back to the pre-crash level experienced in 2007, with prices continuing to rise through to the end of this monitoring period (see figure 1 below). During the period of this AMR levels have finally recovered at an all Wales level with the average house price of **£154,037** at March 2019 – now marginally above that of the peak of **£150,316** in August 2007.

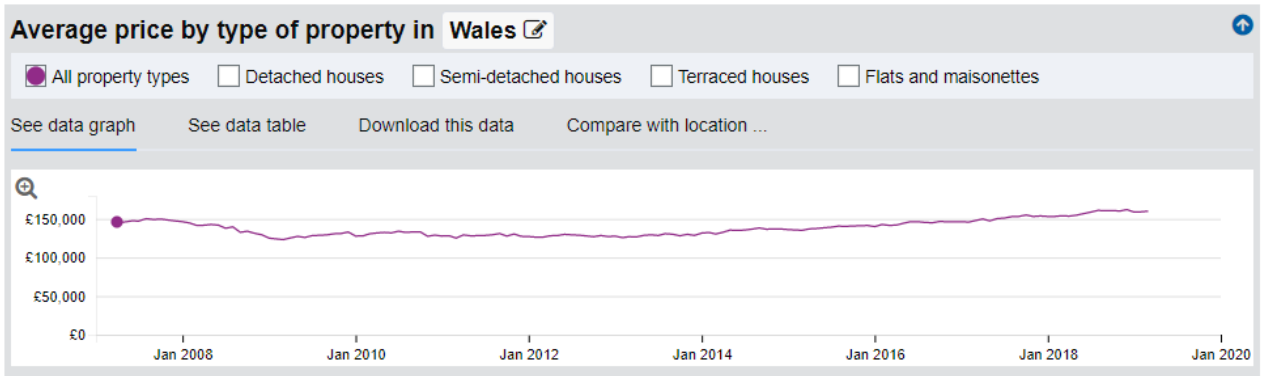
2.109 Within a Carmarthenshire context, average house prices remain below the pre-recession high of £149,515 (December 2007), with an average price in March 2019 having increase to £144,268 (see figure 2 below). This is comparable to many local authorities across the country, with the Wales figure of £160,054 to some extent distorted by improved recoveries within specific areas.

Figure 1 Average price: England and Wales from April 2007 to March 2019



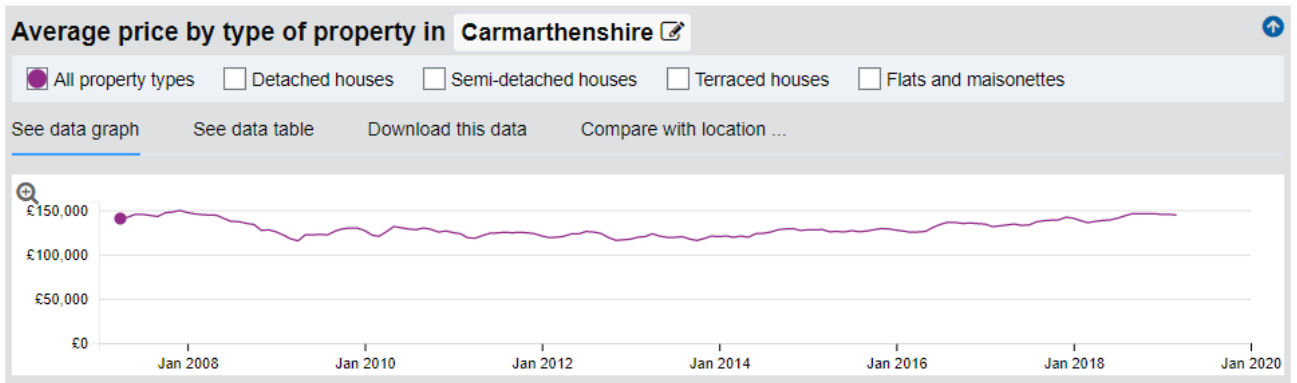
Source: Land Registry

Figure 2 Average price: Wales from April 2007 to March 2019



Source: Land Registry

Figure 3 Average price: Carmarthenshire from April 2007 to March 2019



Source: Land Registry

2.110 The inevitable impact of the recession on house-building has been felt across Wales, and whilst continuing to consolidate on improvements in the 6,663 completions during 2017-18³, it is still some way below the pre-crash peak of 9,334 in 2006-07. This is reflected in Carmarthenshire with 2017-18 completions at 529 as

³ Source: StatsWales – New dwellings completed by period and tenure.

compared to 450 (2016-17). This is still however short of the peak in Carmarthenshire of 738 in 2005-06⁴.

2.111 Housing delivery within Carmarthenshire during the Plan period has fallen short of the annual level necessary to meet the Plan requirement. However, it should be noted that much of this has been in a challenging economic climate and it could also be argued that the actual effect of the LDP in terms of delivery is still to be experienced with most houses that were built over the last year not on allocated sites having been permitted under the previous development plan. Nevertheless, post LDP adoption, the JHLAS have identified an improvement in land supply terms with availability in 2016 showing a 4.1 years with completions also achieving their highest level at 590 since 2011 (640). However, there has seen a drop off those figures with the 2019 JHLAS study (Draft Statement of Common Ground) showing a 3.5 year land supply a reduction from the 2018 period. All of this is however within a context of a strong interest from Housing Associations and of the national house-builders maintaining, and in the case of some renewing their interest in Carmarthenshire. This in itself sends a positive message about market confidence in the County but belies the need to assess the drop off in land supply and the reduction in completion levels during this AMR period. In this respect reference should be had to the LDP Review Report⁵ and the emerging revised LDP 2018 – 2033.

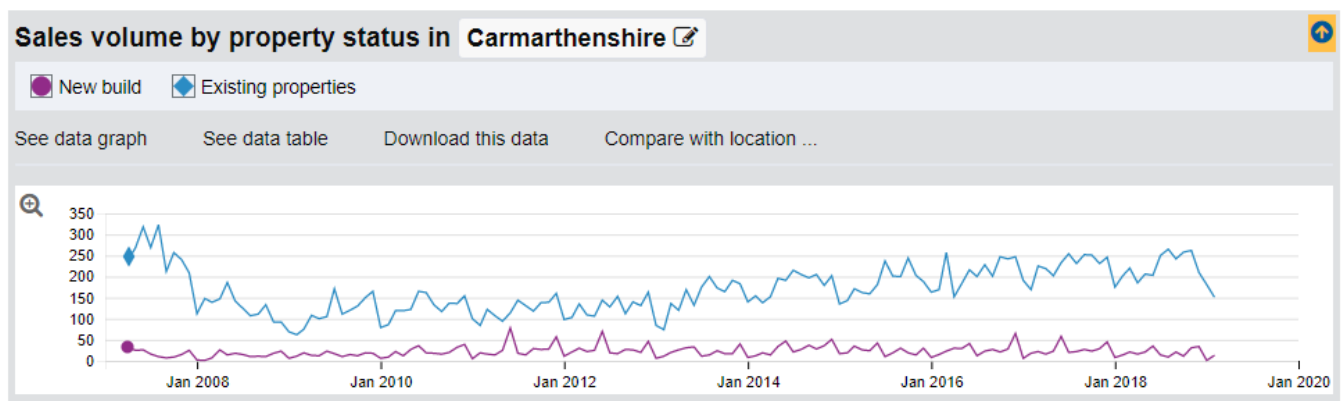
⁴ Source: StatsWales – New dwellings completed by period and tenure.

⁵ Adopted Carmarthenshire Local Development Plan Review Report: February 2018 - <https://www.carmarthenshire.gov.wales/media/1213042/ldp-review-report-english-version.pdf>

House Sales

2.112 As indicated within the following graph, there has been a gradual recovery in property sales following the drop from its peak in 2007/2008. This gradual recovery has seen sales return to a consistent level, albeit with the sales of existing properties in February 2019 dipping to its lowest level since February 2015.

Figure 4 Sales Volume by Property: Carmarthenshire from April 2007 to March 2019



Source: Land Registry

Population and Household Projections

2.113 In considering the publications of the Welsh Government sub-national population and household projections, the previous AMR documents have provided the background evidence to understand the reasoning behind the significant changes between each projection. The graphs below shows the scale in these differences, with the 2006 and 2008 projections for both population and household projection being significantly higher than the 2011 and 2014 based projections.

Figure 5: Comparative Carmarthenshire Population Projections

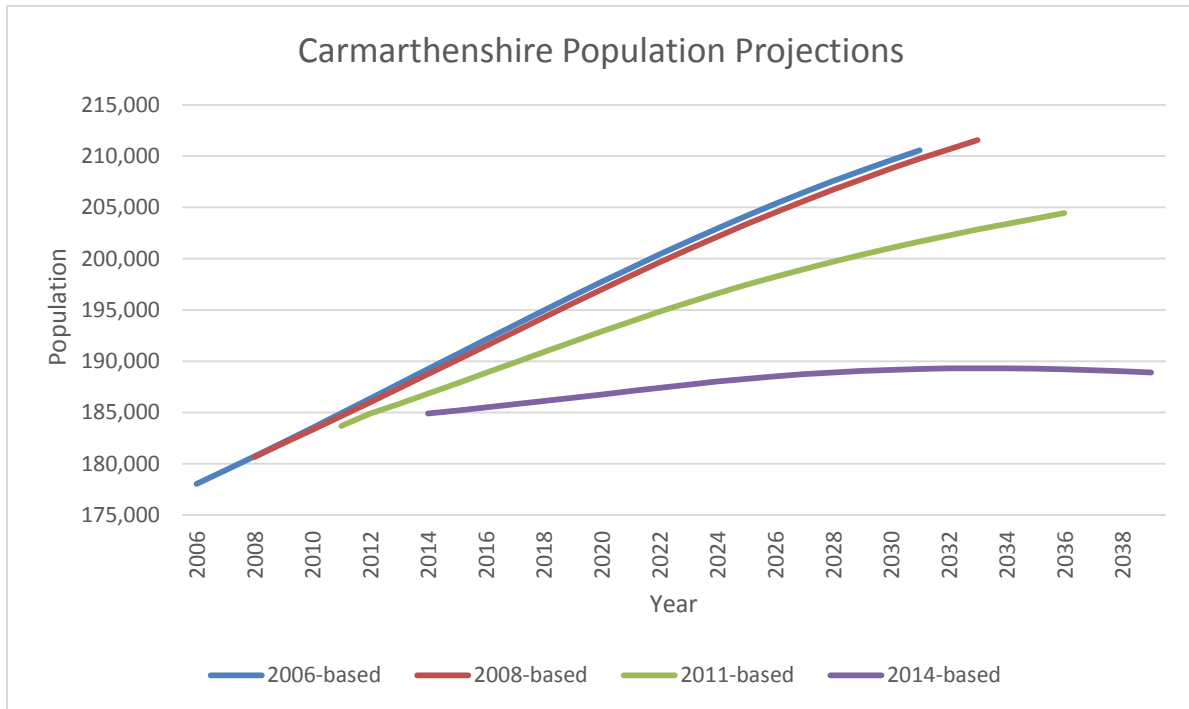
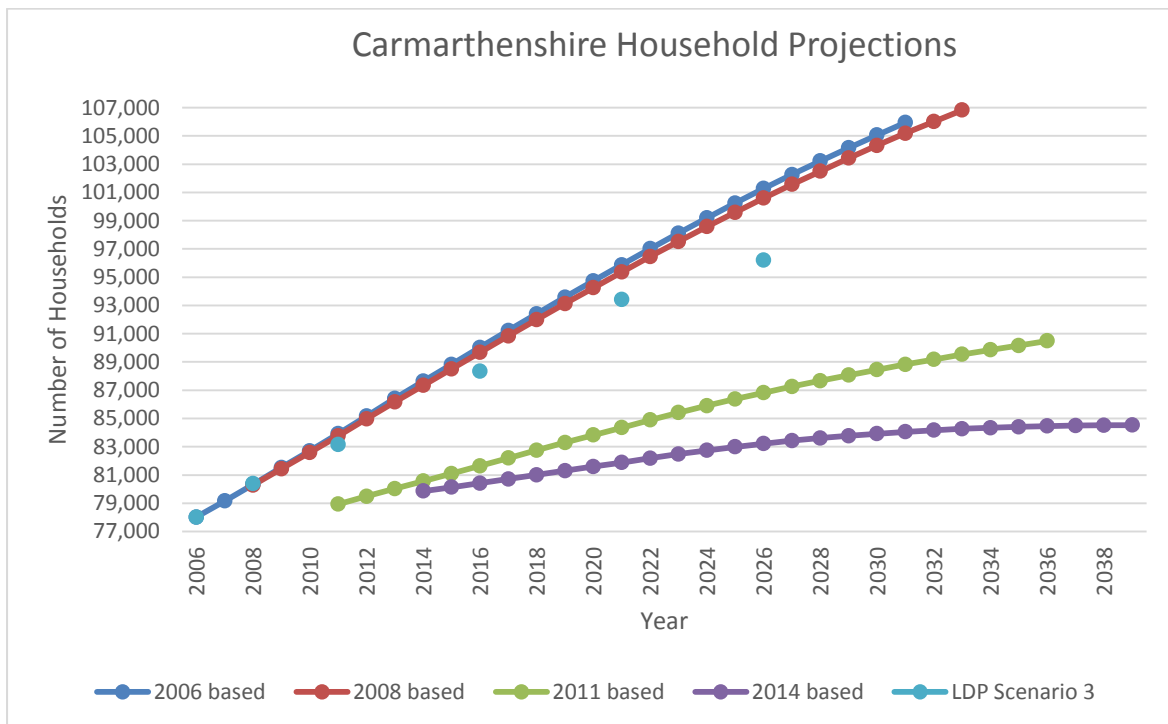


Figure 6: Comparative Carmarthenshire Household Projections



Source: Local Authority based sub national household projections and Carmarthenshire LDP

2.114 Whilst the above projections indicate a significant reduction in population and household numbers from that projected within both the 2006 and 2008 based

projections, their use, in development plan terms, should be considered within the context of the provisions of paragraph 9.2.2 of PPW.

2.115 In this respect, the LDP Review Report identified that the Revised LDP would need to assess the various factors of the projections, with the latest Welsh Government local authority level Household Projections for Wales forming part of the evidence base together with other key issues. These include links between homes and jobs, the need for affordable housing, Welsh language considerations, the provisions of corporate strategies and the deliverability of the plan.

2.116 In this respect and in support of the preparation of the Revised LDP evidence has been prepared which assesses the veracity of the WG projections. These will be subject to ongoing review with the latest WG projections scheduled for publication towards the end of August 2019.

Economy

2.117 Economic activity data for Carmarthenshire, and at an all Wales level from 2011 to this third annual monitoring period, shows in terms of economic activity a gradual improvement, particularly in recent years. This culminates in the figures for 16/17 and 17/18 for the County both above the all Wales figure for economic activity.

Figure 7: Annual Labour Market Summary (Residents aged 16-64) – Economic Activity Rate

	Carmarthenshire		Wales	
	Economic Activity Rate	Economic Inactivity Rate	Economic Activity Rate	Economic Inactivity Rate
April 2011-March 2012	74.2%	25.8%	73%	27%
April 2012-March 2013	71.7%	28.3%	73.9%	26.1%
April 2013-March 2014	73.5%	26.5%	75.3%	24.7%
April 2014-March 2015	74%	26%	74.4%	25.6%
April 2015-March 2016	75%	25%	75.3%	24.7%
April 2016 –	78.6%	21.4%	74.8%	25.2%

March 2017				
April 2017 – March 2018	77.1%	22.9%	76.5%	23.5%
April 2018 – March 2019	74.6%	25.4%	76.7%	23.3%

Source: StatsWales

2.118 The above increase in economic activity does not raise any implications of significance for the LDP. Such economic indicators will continue to be monitored and considered in any subsequent AMRs or as part of a future review of the LDP.

2.119 A third iteration of the Employment Land Review will be published in due course. This will build on the outcomes and content of the 2016 and 2017 reviews further considering the performance of the economy in Carmarthenshire in terms of the take up and activity levels on existing and allocated employment sites.

Welsh Index of Multiple Deprivation

2.120 The Welsh Index of Multiple Deprivation 2014 (WIMD) (November 2014 (revised August 2015)) is the Welsh Government’s official measure of relative deprivation for small areas in Wales. It is designed to identify those small areas where there are the highest concentrations of several different types of deprivation. Deprivation is the lack of access to opportunities and resources which we might expect in our society. This can be in terms of material goods or the ability of an individual to participate in the normal social life of the community. The WIMD 2019 consultation on proposed indicators has closed. With the summary of response along with the summary of key changes published on the WG website⁶. The next index is scheduled for publication in the autumn of 2019.

2.121 The WIMD, has been developed to support the effective local targeting of resources and policy. It provides the official measure of relative deprivation for small areas in Wales. Carmarthenshire has 112 LSOAs (Lower Super Output Areas). The results from WIMD show that Carmarthenshire has 25 LSOAs that are within the 30% most deprived areas in Wales. The majority of these areas (60%) are located in

⁶ Welsh Index of Multiple Deprivation

<https://gweddill.gov.wales/statistics-and-research/welsh-index-multiple-deprivation/?lang=en>

the Llanelli region (15 LSOAs) with 20% in the Amman area (5 LSOAs), 12% in the Gwendraeth area (3 LSOAs) and 8% located in the Carmarthen area (2 LSOAs).

Figure 8: Percentage of LSOAs by deprivation rank category - Overall Index (2014) (Carmarthenshire)

% LSOAs ranked in the 10% most deprived in Wales in the Overall Index	5%
% LSOAs ranked in the 10-20% most deprived in Wales in the Overall Index	6%
% LSOAs ranked in the 20-30% most deprived in Wales in the Overall Index	12%
% LSOAs ranked in the 30-50% most deprived in Wales in the Overall Index	30%
% LSOAs ranked in the 50% least deprived in Wales in the Overall Index	47%

2.122 Carmarthenshire has the following number of its 112 LSOAs in the deprivation brackets:-

- 5 areas that are in the 10% most deprived in Wales;
- 7 areas in the 20% most deprived; and,
- 13 areas highlighted as being in the 30% most deprived in Wales

2.123 The area which is ranked as the most deprived area in Carmarthenshire is Tyisha 2 and the area which is ranked as least deprived is Hendy 1.

2.124 Analysis of the data informs us that in some areas, whole electoral wards are among the 30% of the most deprived areas in Wales, namely Ammanford, Felinfoel, Glanymor, Glanamman and Tyisha.

2.125 In terms of Access to Services, Cynwyl Gaeo in Carmarthenshire is the area which is the most deprived in Wales, followed very closely by Llanegwad 2 and Trelech, which are the 4th and 5th most deprived in Wales respectively.

2.126 Whilst not subject to a monitoring indicator in relation to the LDP, it is considered prudent to continue to monitor the deprivation across the County; the Plan's strategy, policies and provisions can play an important role in addressing the issues that arise.

Chapter 3 Monitoring Indicators

This chapter provides an assessment of whether the Plan's strategic policies, and associated supporting policies, are being implemented as intended and whether the LDP objectives and strategy are being achieved. Appropriate conclusions and recommended future steps (where required) are set out to address any policy implementation issues identified through the monitoring process.

Spatial Strategy

1 Monitoring Policy Target: 85% of all housing developments permitted should be located on allocated sites.

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
% of overall housing permissions which are on allocated sites.	85% of all housing developments permitted every year should be located on allocated sites.	The proportion of dwellings permitted on allocated sites deviates 20% +/- the identified target.	54% of all housing developments permitted were located on allocated sites.	38.3% of all housing developments permitted were located on allocated sites.	87.5% of all housing developments permitted were located on allocated sites.	84.8% of all housing developments permitted were located on allocated sites.

Analysis:

This monitoring indicator measures the number of applications received on large sites (i.e. sites of five or more) against whether they are located on allocated sites or non-allocated sites.

- The assessment reveals that 625 units (84.8%) of the permitted housing units on large sites are located on allocated sites.
- Of these allocated sites, outline planning permission was granted for 295 units and reserved matters or full permission was granted for 330 units.
- Compared to the last AMR, we are seeing a similar number of units permitted on both allocated and windfall sites during the monitoring period:

2015-16	1269
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2016-17	334
2017-18	777
2018-19	737

- 22 allocated sites have had applications granted on them, the larger number of units being granted on the following sites: GA1/MU1: West Carmarthen (250 units permitted); SC40/h3: Ffos Las (139 units permitted); SC34/h5: Land east of Heol y Plas, Llannon (48 units permitted); GA3/MU1: Land at Cross Hands (43 units permitted); T3/1/h2: Land adj Laugharne Primary School (42 units permitted).

Conclusion:

The target has been met this year.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

2 Monitoring Policy Target: The following proportions of dwellings to be permitted on housing allocations as follows:

- **Growth Areas 62%**
- **Service Centres 10%**
- **Local Service Centres 12%**
- **Sustainable Communities 15%**

Indicator	Annual / Interim Monitoring Target	Assessment trigger			Performance 1 April 2015 – 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Proportion of housing permitted on allocations per tier of the settlement hierarchy.	The distribution of dwellings to be in accordance with the proportions specified in the target.	The distribution of dwellings in Growth Areas, Service Centres and Local Service Centres deviates 20% +/- the proportions specified in the target. The distribution of dwellings in Sustainable Communities deviates 10% +/- the proportions specified in the target.	Growth Areas	Target 62%	Actual 67.3%	Actual 43.8%	Actual 64.4%	Actual 54.9%
			Service Centres	10%	3.6%	9.5%	10.3%	2.6%
			Local Services Centres	12%	17.1%	0.7%	15.7%	9.8%
			Sustainable Communities	15%	15.2%	46%	9.6%	32.8%

Analysis

The distribution of units permitted on allocations by settlement hierarchy has seen a decrease in the units permitted in the Growth Areas and an increase in the Sustainable Communities.

Growth Areas

343 units have been permitted in Growth Areas on 8 sites. 262 units have been granted within the GA1 area: Carmarthen, 36 units were permitted in GA2: Llanelli and, 45 units in GA3: Ammanford/Cross Hands.

Service Centres

Service Centres have only seen 2 sites permitted, providing a total of 16 units.

Local Service Centres

61 units have been permitted in Local Service Centres on 5 sites, 42 units being permitted on a single site in Laugharne.

Sustainable Communities

205 units in Sustainable Communities have been permitted on 9 sites, spread over various locations within the County.

As background information, windfall sites have only mainly fallen within the Growth areas (57.1%), and in Service Centres (36.6%).

Conclusion:

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

3. Monitoring Policy Target: Bring forward the availability of strategic employment sites

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Permissions for, or availability of on site or related infrastructure which facilitates delivery of strategic employment sites (ha) as listed in Policy SP4.	By 2018, all the strategic employment sites are considered to be immediately available or available in the short term i.e. the sites either benefit from planning consent or the availability of on site or related infrastructure to facilitate development.	By 2018 all the strategic employment sites are not immediately available or available in the short term.				

Analysis: Three specific strategic employment sites have been identified within the LDP (Policy SP4):

- Dafen, Llanelli
- Cross Hands East
- Cross Hands West Food Park

In total the land allocated for these three sites amounts to 40.9Ha. Whilst all the elements of all strategic employment sites have not attained planning permission, there has been a clear progression towards delivery of all or parts of these three sites. Whilst the policy target has not strictly been achieved as anticipated, it does not lead to concerns over the future delivery of the remaining elements of the sites. Reference is also made to the GA2/MU9 – Delta Lakes which forms part of the South Llanelli Strategic Zone and has been identified as a key component in delivering part of the Vision for the City Deal – An Internet of Life Sciences and Well-being. This innovative and sector leading project will maximise on the site a landmark employment regeneration development driving delivery and economic growth within the area.

Dafen Llanelli

Full Planning Permission has been granted for an Air Ambulance facility, including office accommodation, on part of the site taking up 1.87Ha. This has been completed and the site is in full operation. Remaining undeveloped parts of the site are situated either between or adjacent to existing built elements and could therefore benefit from related infrastructure and existing access roads.

Cross Hands East

Outline Permission has been granted on the whole site (19 Ha) for the proposed development of an industrial park, including the development of business & industrial units (use classes B1 & B8), offices business incubator units, a hotel, a business central hub, resource centre, energy centre, central green space, parkland. A reserved matters permission to the original outline has subsequently been granted enabling development of the internal access road, infrastructure and development plot plateaus. The construction of the plot layout and the road and associated infrastructure of Phase 1 has been implemented to provide nine development plots. Expressions of interest have been received to develop sites via the County's own Property Development Fund. The Council is also preparing potential self-build scheme for the key gateway plot that can make use of any funding opportunities that may become available.

The site is identified as a strategic site within the Swansea Bay City Deal region and European Regional Development Fund (ERDF) of up to £2.4 million has been secured to deliver the infrastructure development of Phase 2 as part of the Welsh Government's Strategic Site programme. Phase 2, consists of up to five larger plots with the remaining site road and service infrastructure. The Cross Hands Joint Venture with Welsh Government has been extended to cover the Strategic Employment Site.

Cross Hands West Food Park

Consent was granted for a Food Processing Plant on the portion of the allocation south west of Castell Howell Foods. 'Celtica Foods', part of Castell Howell is part of a multi-million pound expansion project that will see emphasis on the Company's Welsh meat brand 'Celtic Pride'. The site occupies 2.09 Ha and the unit is completed and operations have commenced. Some of the site is incidental green space, with the potential for expansion of operations in the future. The other permission is for the north west portion of the allocation (covering 2.35 Ha) and is for a single storey food grade industrial building with associated two storey office element and external service yards and car parking. These have also already been constructed. There is further space available for expansion on land within the planning permission - an estate spine road already services this northern end of the site. Consequently, in total the elements of this employment allocation that have already been delivered amounts to 4.44ha.

The Swansea Bay City Deal:

The future development of the strategic sites, and indeed the future economic development of the County, should be viewed in the context of the wider sub-region where the Swansea Bay City Deal has recently been signed, securing £1.3 billion for Swansea, Carmarthenshire, Neath Port Talbot and Pembrokeshire councils. It is anticipated that the Deal will transform the economic landscape of the area, boost the local economy by £1.8 billion, and generate almost 10,000 new jobs over the next 15 years.

The Deal will see three specific projects for Carmarthenshire – a Wellness and Life Science Village on the Strategic Site at Delta Lakes (GA2/MU9), Llanelli; a creative industry project at Yr Egin in Carmarthen; and a skills and talent initiative which will support skills development. The £200 million project at Delta Lakes aims to create over 1800 high quality jobs and boost the economy by over £400 million over 15 years. This and the other two projects will benefit the County as a whole and should help to attract further investment in the future.

Conclusion:

Strong progress has been made in delivering the 3 strategic employment sites.

The signing of the City Deal and the progress of partners in developing proposals in relation to the Wellness and Life Science Village provides a strong indication of, and confidence in, the delivery of the Delta Lakes site. In this respect the site has permission for the raising of levels which is currently being enacted and an outline planning application has been submitted for the whole scheme earlier this year (2018) and is currently being considered.

The creative industry project at Yr Egin in Carmarthen was granted planning permission in October 2016 and is part complete, with some elements in operation.

The Wellness and Life Science Village is in the process of attaining outline planning permission.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

Maintaining and continuing a strong integration of LDP and regeneration objectives in driving investment and delivery.

Sustainable Development

4 Monitoring Policy Target: By 2021 32% of the development on housing allocations will be delivered on previously developed sites

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Permissions for residential development on previously developed housing allocations.	29% of dwellings permitted on allocated sites should be on previously developed allocations. Information gathered on an annual basis. The annual monitoring figure noted above takes into consideration the number of dwellings already completed on previously developed allocated sites.	Less than 29% (with an additional variance of 20% under the target figure to allow for flexibility) of dwellings are permitted through housing allocations on previously developed land over a period of two years.	10% of dwellings on housing allocations have been permitted on previously developed land.	19.7% of dwellings on housing allocations have been permitted on previously developed land.	15.7% of dwellings on housing allocations have been permitted on previously developed land.	31.8% of permitted dwellings on housing allocation have been permitted on previously developed land.
Analysis: Six sites (199 units) have been granted planning permission on previously development land, while eighteen sites (426 units) have been permitted on greenfield sites.						
Conclusion: Continue monitoring.						

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

5 Monitoring Policy Target: No highly vulnerable development should take place in C1 and C2 flood risk zone contrary to PPW and TAN15 guidance

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Amount of highly vulnerable development (by TAN15 paragraph 5.1 development category) permitted in C1 and C2 flood risk zones not meeting all TAN15 tests (paragraph 6.2 i-v).	No applications permitted for highly vulnerable development in C1 and C2 flood risk zone contrary to NRW advice.	1 application permitted for highly vulnerable development in C1 or C2 flood risk zone contrary to NRW advice. Note: The LPA will be required to refer all applications which they are minded to approve for the development of emergency services or highly vulnerable development, where the whole of the land where the development is proposed to be located, is within C2 flood zone, to the Welsh Ministers. In the case of residential development, the threshold for notifying the Welsh Ministers is set at 10 or more dwellings, including flats.	No applications were permitted for highly vulnerable development in the C1 or C2 flood risk zone contrary to NRW advice.	No applications were permitted for highly vulnerable development in the C1 or C2 flood risk zone contrary to NRW advice.	No applications were permitted for highly vulnerable development in the C1 or C2 flood risk zone contrary to NRW advice.	
<p>Analysis: Records indicate that no highly vulnerable development applications were permitted during this AMR period, which was contrary to NRW advice.</p>						
<p>Conclusion: The target has been met.</p>						
<p>Future steps to be taken (if necessary):</p>						

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

6 Monitoring Policy Target: Produce SPG on Sustainable Drainage Systems (SUDS)

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Production of SPG on SUDS.		SPG not produced within 5 months of adopting the Plan.	SPG produced.	SPG adopted	SPG adopted	SPG adopted
<p>Analysis: The Placemaking and Design SPG was adopted in September 2016. This SPG discusses SUDS approaches within an overall green infrastructure approach. The SPG can be viewed via the Council website: https://www.carmarthenshire.gov.wales/media/1213904/adopted-placemaking-design-spg-report.pdf</p>						
<p>Conclusion: Target achieved.</p>						
<p>Future steps to be taken (if necessary): The SPG will be updated as appropriate to respond to the implementation of Schedule 3 - mandatory requirement for Sustainable Drainage Systems (SuDS) on new developments. The outcome of the consultation on the draft Planning Policy Wales edition 10 together with any update of Technical Advice Note 15 will also be monitored.</p>						

Housing

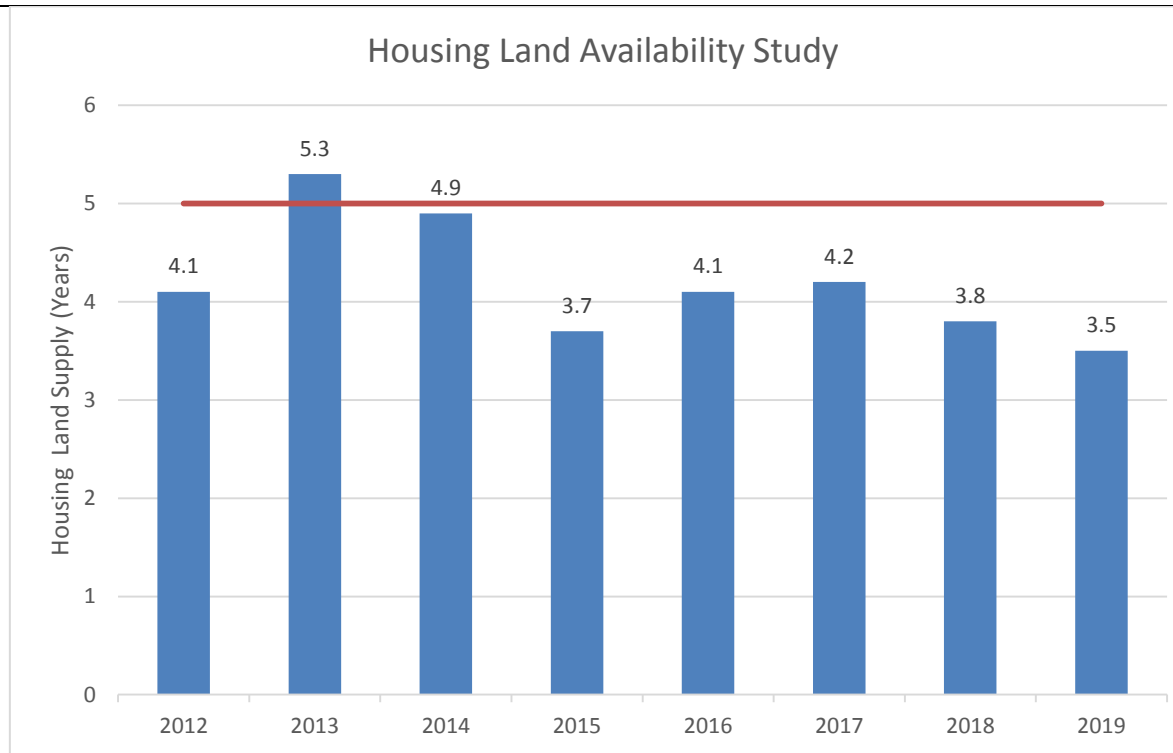
7 Monitoring Policy Target: Maintain a minimum 5 year housing land supply

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
The housing land supply taken from the current Housing Land Availability Study (TAN1).	Maintain a minimum 5 year housing land supply.	Housing land supply falling below the 5 year requirement.	4.1 years	4.2 years	3.8 years	3.5 years (as set out in the Draft Statement of Common Ground)

Analysis:

The 2019 Joint Housing Land Availability Study (JHLAS) has not yet been finalised. The Draft Statement of Common Ground for the Study calculates that there is 3.5 years of housing land available, as of the 1st April 2019.

The 2015 Study was the first study to use the adopted LDP plan period as a basis for the residual calculation, and resulted in a 3.7 year supply. Since 2015, there has been an increase in the supply to 4.1 years in 2016 and 4.2 years in 2017, however 2018 saw a drop to 3.8 and this again, this year a further drop has been seen to 3.5 years.



The target to maintain a 5 year supply in line with Technical Advice Note (TAN) 1 is not currently being met, and the reasons have not changed since previous AMRs:

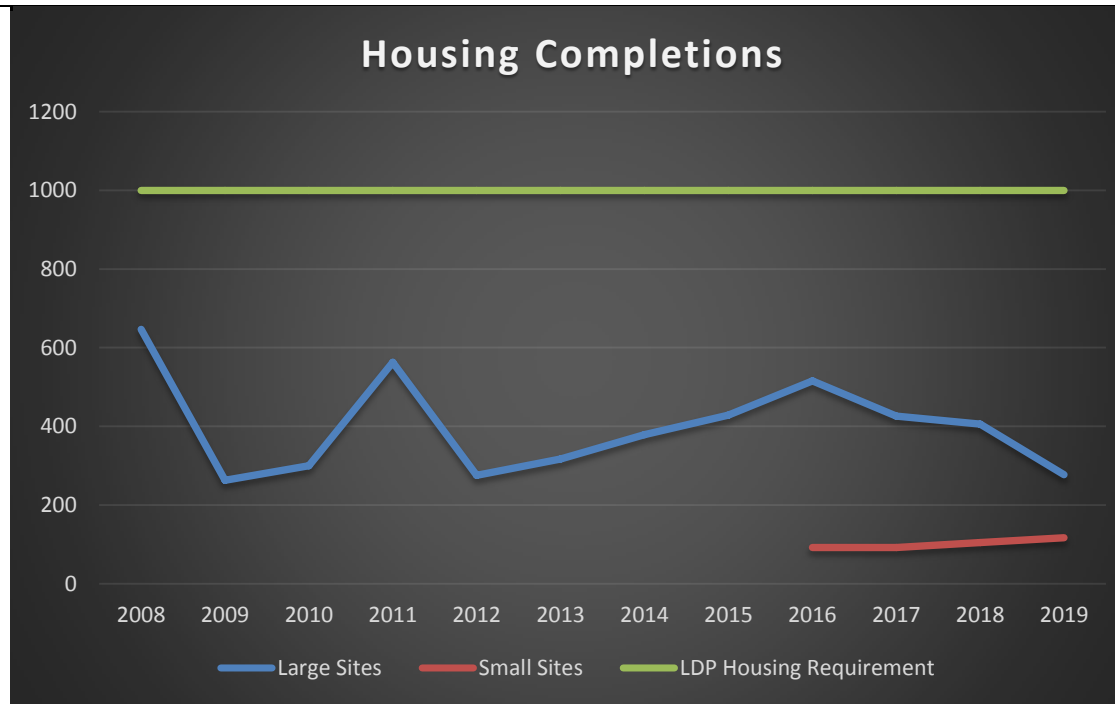
- The housing and population projections undertaken as part of the LDP were high. TAN 1 (January 2015) states that the residual method calculation must now be used solely as the method of land supply calculation. The residual method compares the quantity of land agreed to be genuinely available with the remaining housing requirement in the adopted LDP. As the projections were high, the remaining housing requirement is also high, resulting in a lower than expected land supply. In the past, a comparison has been done with the past build rate method, if this method was still in use, the rate would be in excess of 5 years.
- Housing delivery has fallen generally over Wales in recent years, which has had an impact within Carmarthenshire. This can be put down partly

to the economic recession and a slow market. Build rates on large sites have fallen slightly again this year but the general trend shows a general increase over the past few years, but have not peaked to the levels seen in 2008.

- Parts of Carmarthenshire are very rural and are characterised by a higher proportion of construction of small sites by individuals and local builders. The delivery and contribution of small sites to the study has only been monitored the past three years.
- The Council continue to believe that the land supply figure of 3.5 is not necessarily a true reflection of the amount of land genuinely available for development. In reality, there is a large amount of land potentially available than the figures represent due to the methodology prescribed in the forecasting of the land supply figures. These sites can be considered as potentially available as they have no physical constraints, but fall outside the five year classification as the site does not have a valid planning permission, or has permission subject to the signing of a S106 and has therefore fallen into Category 3. These sites could therefore be brought forward at short notice, however various conditions would need to change in order for this to occur.

The following tables and graphs illustrate housing completions over recent years:

	Housing Completions since the LDP base date:											
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Large Sites (>5)	647	263	300	563	276	317	379	429	516	426	406	277
Small Sites (<5)									92	92	105	117



The impact of the requirement for additional S106 contributions for housing developments remains difficult to measure at this stage. The requirement, under Policy GP3 and set out in SPG, applies to all housing developments, where viable. Further evidence is required to quantify its impact on the smaller developer and self-builder. This will continue to be monitored over time.

In order to encourage the deliverability of housing sites, contact has been made with landowners of allocated sites to explain that there is an expectation that allocated sites be delivered during the plan period. The letter also sought their intentions with developing the site and any barriers to development that they have encountered.

In addition in the past year, The Welsh Government has dis-applied paragraph 6.2 of TAN 1, and therefore the lack of a five year supply is not currently a material consideration.

Conclusion:

The target of a 5 year housing land supply has not been met, however, there are a number of reasons for this, as set out above. Reference should also be made to the recommendations and conclusions of this AMR.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

8 Monitoring Policy Target: Provide 15,197 dwellings by 2021

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
The number of dwellings permitted annually.	1,405 dwellings permitted annually.	20% +/- 2,810 dwellings permitted in the first two years after adopting the Plan.	1,483 dwellings.	584 dwellings	1,045 dwellings	866 dwellings

Analysis:

The total number of dwellings permitted during the monitoring period is 866.

The number of dwellings permitted on large sites (>5 units) is 737 units. This is made up of 312 units granted as part of outline permission, and 425 units as part of reserved matters or full planning permission (2 of which are outline and reserved matters on the same site).

129 units were permitted on small sites (<5 units), 35 units were granted outline permission, and 134 units granted reserved matters or full planning permission.

For the avoidance of doubt, the contribution of units which have received both outline and detailed planning permission during the same AMR period have only been counted once to avoid double counting.

Conclusion:

With respect to the Assessment Trigger, which has only been met in the first year of the Plan, the number of dwellings permitted falls outside the threshold allowance of 20%.

As a prompt in delivering on allocated sites, the LPA has contacted landowners, developers and agents to ascertain the progress of bringing forward allocated sites for development. Landowners, developers or agents were requested to provide additional information in respect of actions undertaken and intent with on-site delivery.

Future steps to be taken (if necessary):

Matters relating to site delivery will be considered as part of any future review into the LDP.

The LPA will undertake further engagement with landowners, developers and agents to progress the delivery of sites allocated within the LDP.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

9 Monitoring Policy Target: Provide 2,375 dwellings on windfall sites by 2021

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
The number of dwellings permitted on windfall sites.	186 dwellings permitted annually on windfall sites.	20% +/- 372 dwellings permitted on windfall sites in the first 2 years after adopting the Plan.	784 dwellings.	407 dwellings	284 dwellings	241 dwellings

Analysis:

The target of 186 dwellings being permitted annually on windfall sites has been exceeded. A total of 241 units have been granted on both large (>5 units) and small sites (<5 units) during the monitoring period.

Windfall Sites (Large sites)

112 units have been granted on large sites; 17 units received outline permission and 95 units received reserved matters /full permission on 9 sites.

Windfall sites (Small Sites)

129 units have been permitted on small sites, 35 of these have received outline permission and 94 reserved matters / full permission.

Windfall permissions have again reduced since last year. This may be due to the reduction in the number of UDP legacy sites with a valid permission coming forward. Small sites given permission has reduced this year, as they have only been monitored in the past 4 years, it is unclear whether the number of small site permissions is normal, or down to the transitional period moving from the UDP to the LDP. The numbers remain consistent in the first three years: 199 (AMR 1); 199 (AMR2); 187 (AMR3) but drops to 129 in AMR4.

Conclusion:

The results from this AMR period has seen a further reduction in the number of windfall sites being permitted. This may be due to the reduction in the number of UDP legacy sites with a valid permission coming forward. This is consistent with the conclusions set out in the first AMR.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th

January 2018.

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10 Monitoring Policy Target: Provide a Gypsy and Traveller site to meet identified need within the Llanelli area

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
The number of Gypsy and Traveller pitches required.	Identify a Gypsy and Traveller site to meet identified need in the Llanelli area by 2016. Provide a Gypsy and Traveller site to meet identified need in the Llanelli area by 2017.	Failure to identify a site by 2016. Failure to provide a site by 2017.				

Analysis:

A site has not been identified between the AMR periods of 2017/2018.

The GTAA has been reported to the Council's Executive Board on the 26th March 2018, where it was resolved to publish the report and that a site selection process be developed to meet any identified need.

The Local Housing Authority, with support from the Local Planning Authority are now in discussions with the Gypsy and Traveller Community, in addition to undertaking a site identification process within the Llanelli area. A number of sites will in due course be subject to a feasibility appraisal. The findings of these assessments will feed into the early discussions of the Revised LDP 2018-2033. A call for sites consultation has also been undertaken with nine sites submitted for consideration. The outcome of this process will also be utilised to inform the potential selection of a site in relation to the preparation of the Revised LDP.

Conclusion:

Consideration is being given to the site selection process in meeting the housing need as identified within the Gypsy and Traveller Accommodation Assessment (GTAA) report.

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Future steps to be taken (if necessary):

The Local Authority will seek to identify and provide a new Gypsy and Traveller site. The provision and identification of a site will be further considered as part of the preparation of the Revised LDP.

11 Monitoring Policy Target: Monitor the need for Gypsy and Traveller transit sites

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
The annual number of authorised and unauthorised Gypsy and Traveller caravans in the County.	No Gypsy and Traveller site recorded in one settlement for 3 consecutive years.	1 unauthorised Gypsy and Traveller site recorded in one settlement for 3 consecutive years.				
Analysis:						
<p>The Council has introduced a new monitoring mechanism, in conjunction with WG to track and identify illegal transit encampments. In the AMR4 period, the new system indicated 10 encampments, with only two of those being authorised. The online system indicates that none of the encampments were for those in transit.</p> <p>In the majority of cases, the data inputted from the online system for the previous 18 months does not show a clear pattern of the same sites being used for those in transit. Only one site appears within the system on more than one occasion between April 2017 and March 2019. The Council will continue to monitor the situation and look to address any issues within the evidence base of the revised LDP 2018-2033.</p>						
Conclusion:						
<p>It is recommended at this stage that there is no need to provide a transit site in Carmarthenshire, however the Local Planning Authority along with colleagues from the Housing Division will continue to monitor the number of unauthorised encampments within the county, including its location and whether a single family group frequently reside at a particular location.</p>						
Future steps to be taken (if necessary):						
<p>The above indicator will be subject to ongoing monitoring.</p>						

12 Monitoring Policy Target: 2,121 no. of affordable dwellings permitted by 2021

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
The number of affordable dwellings permitted.	226 affordable dwellings permitted in the first year of the Plan after adoption. 452 dwellings permitted in the first 2 years of the plan after adoption.	20% +/- 452 affordable dwellings not permitted in the first 2 years of the Plan after adoption.	217.3 units	101 units	216.4 units	122 units

Analysis:

Housing Allocations	
Type of Permission	Number of Affordable Units
Outline Permissions (with indicative numbers)	0
Outline Permissions (with numbers specified)	1
Full Planning and Reserved Matters	98
Total	99

Windfall Sites (large sites)	
Type of Permission	Number of Affordable Units
Outline Permissions (with indicative numbers)	1
Outline Permissions (with numbers specified)	0
Full Planning and Reserved Matters	14
Total	15

Windfall Sites (Small sites)	
Type of Permission	Number of Affordable Units
Key Worker / Rural Enterprise Dwellings / Live Work / One Planet Development	4
Local Need	3
Affordable Dwelling	1
Total	8

Outline or Detailed Permission with a UU for affordable housing (£ per square metre basis)	38 units
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Outline Permissions with Commuted Sum Agreed	No permissions
Full Planning or Reserved Matters Permission with a commuted sum contribution paid / to be paid	£669,141.32 within 55 applications

AMR4 shows a drop in the number of affordable houses which have been granted within Carmarthenshire during 2018/2019. On allocated sites, the drop is notable from 189.4 affordable dwellings in AMR3 down to 99 affordable dwellings in AMR4. On windfall sites, it has dropped from 20 affordable dwellings down to 15 affordable dwellings.

The reduction in the entire affordable dwelling numbers is partly due to the AMR3 indicating large scale permissions within the Llanelli area which increased the numbers significantly.

The total count on large sites is at 114 affordable dwellings which is slightly better than AMR2, however the switch from windfall to allocated sites is quite clear, as less sites are coming forward on non-allocated sites.

In addition to the above, an outline application on a large parcel of land within the Carmarthen West Mixed Use site was granted permission. The total application site measures 10.8 hectares. The numbers are not specified within the application, and therefore cannot be inputted into the table above.

Commuted Sum payments

AMR4 indicates a decrease in the number of outline planning permissions which have a Unilateral Undertaking –38 units, down from 54 units in AMR3. In addition, the number of detailed applications where the commuted sum contribution has been calculated has fallen from £888,628 to £669,141.32

Conclusion:

The number of affordable units being approved has seen a decrease in AMR4 This decrease is in part due to the success of planning permission in AMR3 which saw a huge increase in sites coming forward - notably in the Llanelli area. The permissions within AMR4 are expanded upon under Policy Target 14.

Whilst not reflected in the numbers, the Carmarthen West site would significantly increase the number of affordable dwellings within the county. Specific numbers on this site will be further considered at the reserved matters stage.

With regard to small sites and commuted sum contributions received, this AMR period has seen a decrease of of £219,487 from sites with reserved matters or detailed permissions from AMR3, however the number of applications in which a UU has been secured remains the same (55 applications) This sum can be used to support the delivery of affordable housing. Planning services are assisting colleagues in the LHA to maximise opportunities for affordable housing through the financial contributions collected.

Future steps to be taken (if necessary):

The Forward Planning Section is working closely with internal colleagues from Regeneration and Policy and Housing to assist in the marketing and disposal of Council owned sites which includes potential for additional affordable housing provision.

The above indicator will be subject to ongoing monitoring, and further viability work is being undertaken as part of the Revised LDP.

13 Monitoring Policy Target: Affordable Housing targets to reflect economic circumstances

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Affordable Housing percentage target in Policy AH1.	Target to reflect economic circumstances.	Should average house prices increase by 5% above the base of 2013 levels sustained over 2 quarters then the Authority may conduct additional viability testing and modify the targets established in Policy AH1.				
<p>Analysis: To be updated</p> <p>Background evidence will be collected to inform the future affordable housing targets for the revised LDP.</p>						
<p>Conclusion: To be updated</p>						
<p>Future steps to be taken (if necessary):</p> <p>The Local Planning Authority will continue to monitor various statistical evidence associated with house prices on a quarterly basis in order to fully inform the requirements of the policy target.</p> <p>This policy target can also be analysed against Policy Target 14, which looks at the percentage of affordable housing being achieved on all housing</p>						

allocations and large windfall sites within the County.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

14 Monitoring Policy Target: Affordable dwellings to be permitted on housing allocations per sub-market areas as follows:

- Llandovery, Llandeilo and North East Carmarthenshire
- St Clears and Rural Hinterland
- Carmarthen and Rural
- Newcastle Emlyn and Northern Rural Area
- Kidwelly, Burry Port, Pembrey and Lower Gwendraeth Valley
- Llanelli
- Ammanford / Cross Hands and Amman Valley

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
The number of affordable dwellings permitted on housing allocations per sub-market area.	The proportion of affordable dwellings permitted on residential allocations should be in accordance with Policy AH1 as follows:	The proportion of affordable dwellings permitted on residential allocations not in accordance with Policy AH1.				
	• Llandovery, Llandeilo and North East Carmarthenshire – 30%					None
	• St Clears and Rural Hinterland – 30%					None
	• Carmarthen and Rural 30%					None

	Carmarthen West (20%)					GA1/MU1 - Land to the north of Old St Clears Road (B4312) south of Pentremeurig Road and West of Carmarthen - 12% affordable
	• Newcastle Emlyn and Northern Rural Area – 20%					W/37215 – Land to rear of Cefn Farm and Dan y Dderwen, Rhydargaeau – 2 out of 7 dwellings to be affordable – 28.5% affordable
	• Kidwelly, Burry Port, Pembrey and Lower Gwendraeth Valley – 20%					<p>T3/4/h3 – 20 Bryncaerau, Trimsaran. One dwelling out of 6 being affordable – 16.6%.</p> <p>T2/1/h11 – Land at Garreglwyd 14 no. affordable dwellings – 100% affordable site</p> <p>SC40/h3 – Ffos Las Race Course, - 10% affordable.</p> <p>T2/1/h9 –Former Goodig Hotel, 21 Affordable homes out of 103 dwellings - 20.4% affordable</p>
	• Llanelli – 20%					GA2/h57 – Land at Dylan, 34 new affordable homes – 100% affordable
	• Ammanford / Cross Hands and Amman Valley – 10%					<p>T3/7/h5 – Land on eastern side of Bronallt, Hendy – 1 out of 8 dwellings - 12.5% affordable</p> <p>SC34/h5 – Land east of Heol y</p>

						<p>Plas, Llannon, 3 out of 48 dwellings – 6.25%</p> <p>GA3/MU1 – Land at Cross Hands, 5% affordable over 4 phases – 10 units</p>
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Analysis:

The analysis above provides an indication of the increase in the number of housing allocations granted planning permission within AMR4. 2 of the allocations that have been granted planning permission are council owned sites with 100% affordable housing.

A number of large sites within the growth area have been approved with an element of affordable housing with Carmarthen West, Cross Hands West and the next phase of Ffos Las being granted.

In terms of the percentages of affordables, AMR 4 has been moderately successful with Goodig Hotel in Burry Port coming out at the affordable housing target whilst other sites have been just under the target.

For those sites which have been approved with much less affordable housing within the scheme, viability appraisals have been submitted to justify their reduction.

In considering the four AMRs which have been published, it has shown that some of the submarkets areas such as those in the North and North East have seen very minimal planning permissions / development, which has resulted in minimal numbers of affordable housing being granted and delivered.

Conclusion:

For sites which have been granted planning permission during AMR4, the percentage target for affordable housing has been moderately successful, with the monitoring policy target aligning closely with the planning permissions being granted. With sites also being developed by Registered Social Landlords, this will increase the number of affordable units being developed within the County.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. As part of the revised LDP, further work is being undertaken relating to the viability and deliverability of sites, and the affordable housing targets will be considered

Economy and Employment

15 Monitoring Policy Target: 111.13ha of employment land allocated by Policy SP7 is developed over the Plan period

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Permissions granted for development on employment land listed in Policy SP7. Permissions for, or availability of, on site or related infrastructure which facilitates delivery of employment sites (ha) as listed in Policy SP7.	25% of employment land allocated by Policy SP7 either attains planning permission or is available for development within the first 2 years of the Plan after adoption. For the purposes of monitoring employment land, 'available' shall be taken to indicate that the sites either benefit from planning consent or the availability of on site or related infrastructure to facilitate development.	Less than 25% of employment land allocated by Policy SP7, with an additional variance of 20% under the target figure to allow for flexibility, is permitted or available within 2 years of adoption. Annual narrative to describe progress towards delivery.	90% of the annual/ interim monitoring target has been met.	98% of the annual/ interim monitoring target has been met.	Target already met in the second AMR. Further progress in third AMR.	Target already met in the second AMR. Further progress in fourth AMR.

Analysis:

The monitoring policy target relates to the amount of employment land that has been permitted or has become available within two years of adoption. At

the time of publication of the first AMR in 2016, two years had not passed since adoption, so it was difficult to make an accurate assessment of this target. Nevertheless, it was found that almost 90 % of the annual / interim monitoring target for the first two years had already been met by this time.

During this AMR period, further land on employment allocations received planning permission for employment activities – amounting to **0.7 ha**. Combining this with the total amount of land already with planning permission or available for development, the figure rises from 30.06ha within last year's AMR to **30.76ha** for the 18/19 monitoring period.

The monitoring target set out in the LDP (25% of employment land allocated by Policy SP7 either attains planning permission or is available for development within the first 2 years of the Plan after adoption) was met within AMR 2 in 2017 (taking into account the additional variance of 20% under the target to allow for flexibility). The further land take up during the period for the fourth AMR is evidence of the continued deliverability of the sites allocated for employment use in the LDP.

Conclusion:

Clear progress has been made; further monitoring and reporting will be undertaken in subsequent AMRs and as part of the LDP Review.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

16 Monitoring Policy Target: Produce SPG on Rural Enterprise

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 9 months of adopting the Plan.	SPG produced.	SPG adopted	SPG adopted	SPG adopted

Analysis:
The Rural Development SPG was adopted in September 2016.

The adopted SPG is available via the following link:
<https://www.carmarthenshire.gov.wales/media/1213903/adopted-rural-development-spg-report.pdf>

Conclusion:
The target has been achieved.

Future steps to be taken (if necessary):
The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

Retail

17 Monitoring Policy Target: To ensure that vacancy rates within the Primary and Secondary Retail Frontage areas of the Growth Area towns do not increase to a level that would adversely impact on the vitality of those centres.

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Annual vacancy rates of commercial properties within the Primary and Secondary Retail Frontage areas of the Growth Area towns.	Vacancy rates of commercial properties in the town centres of Carmarthen, Ammanford and Llanelli.	Monitor for information.				

Analysis:

The Council as part of its retail monitoring activity beyond this AMR, recognises the need to understand and track changing retail activities at both a county and local centre level. With this in mind, the Council produced an updated Carmarthenshire Retail Study 2015 which is available on the Council's website.⁷ This update builds on the previous 2009 Study and reflects the latest data and information on retail across the County in terms of both convenience (food retail) and comparison (non-food retail). The study updates the assessment of quantitative need for retail floor space throughout the remainder of the LDP period through to 2021. Town Centre retail surveys are also undertaken to ascertain current and changing activity in the defined town centres which include tracking vacancy levels and the proportion of non-retail uses. The vacancy rates are identified below by settlement and by the Primary and Secondary Frontage area:

Primary Frontage

Secondary Retail Frontage

⁷ <https://www.carmarthenshire.gov.wales/media/3686/2015-retail-study-update-carms-retail-study-update-english-new-cover.pdf>

	Total Units	Vacant Units (%)	Total Units	Vacant Units (%)
Carmarthen	162	21 units (13%)	127	17 units (13.4%)
Llanelli	85	13 (15.3%)	103	14 units (13.6%)
Ammanford	42	2 units (4.8%)	53	13 units (24.5%)

Carmarthen

The vacancy rates in Carmarthen Town Centre have increased in both the primary and secondary retail frontages. Whilst the proportional increase in vacancies since AMR 3 do not appear to be a cause for concern when considered in isolation, there is worrying trend which has emerged since AMR 1 whereby the vacancy rate within the primary retail frontage has gradually increased annually from a 7% vacancy rate in 2015/16 to 13% in 2018/19. The vacancy rates in the secondary retail frontage has fluctuated over the last 4 years, however, on the whole this has also increased.

Carmarthen Business Improvement District (BID) steering group plans to set up a new BID and [subject to a successful commence](#) collection of the BID levy is expected to commence in April 2020.

The Carmarthen BID steering groups business plan identifies a number of pledges including:

- Improving business profitability
- Improving the profile of the town
- Improving the parking experience
- Improving the look of the town

Ammanford

As a retail centre Ammanford is notably smaller than those of either Carmarthen or Llanelli, but it does nonetheless fulfil an important retail function. The

vacancy levels in the primary retail frontage as shown above are low, however, experience over recent years indicates a town centre which is susceptible to regular turnover of occupancy. The data outlined above notes that the vacancy level in the secondary frontage has significantly deteriorated since AMR 3. The health of Ammanford town centre is an issue which merits serious consideration and the role which planning policy could play in facilitating improvements will need further consideration as part of the Revised LDP.

A town centre task force has been established including representation from the Council, traders and local businesses to address and consider and potential regeneration and viability issues in relation to the town.

Llanelli Town Centre

It is noted that within the Llanelli context, a number of 'hot spots' exist where vacancy has been an ongoing issue. Such areas are however the target of ongoing Council driven regeneration initiatives. In this respect, the Council has been successful in securing funding through the Welsh Government's Vibrant and Viable Places which has introduced a new regeneration fund with 3 key priorities for targeted investment:

- Town centres serving 21st Century towns;
- Coastal communities; and,
- Communities First clusters.

As part of the successful Vibrant and Viable Places £1 million was secured, along with circa £1.12 million also available through a successful bid for Pipeline funding and Council contributions. This has seen 7 properties purchased with 1 renovated with its retail floor space occupied and 2 where works have commenced. The occupied retail unit has proved successful linking into the deprivation aspects of the Vibrant and Viable Places agenda, with links to Communities First and the Steps Projects offering experience and opportunities within the community.

As a further response to the issues affecting Llanelli town centre and the recognition of the impact of both Parc Trostre and Parc Pemberton, In this respect AMR1 highlighted the consideration being given to identifying a Local Development Order (LDO) within Llanelli Town Centre.

AMR 3 saw significant progress being achieved in relation to the introduction of a LDO for Llanelli Town Centre and the LDP was adopted during AMR4. The LDO grants conditional planning permission for specified uses in ground and upper-floor units. It is envisaged that the LDO, in permitting a wide range of compatible uses without the need for planning permission, will help to increase occupancy levels and footfall in the town centre.

2019-2020

Business Improvement District (BID) has been established within Llanelli town centre. Known as Ymlaen Llanelli, it is led by town centre businesses and aims to give businesses a stronger more collaborative voice and the power to lead change for the town centre.

Among its objectives the BID area will seek to:

- Improve access and parking in the town centre;
- Market Llanelli's distinctive assets and change perceptions;
- Advance safety and cleanliness; and
- Increase retail vibrancy and strengthen the business community.

Furthermore, a Task Force is currently in place with representatives from the Council, traders, Ymlaen Llanelli, community groups etc to look at in progress improvements in relation to the town centre.

Conclusion:

The retail position within the three identified centres shows a deterioration in terms of the vacancies in the secondary retail frontages whilst the position relating to the primary frontage appears to be more consistent. Nevertheless, whilst this commonality can be identified, it should also be noted that each of the 3 town centre play very different roles in terms of their retail provision and offer. Any planning policy intervention or amendments should therefore acknowledge the different roles which they play and be informed by further consideration of the challenges which each town centre face.

- In this respect, Carmarthen Town represents an important regional retail centre offering a broad retail offer ranging from major high street names through to local provision and exhibits a relatively low vacancy rate, however, the recent increase in vacancy level will require ongoing monitoring to establish whether any active intervention would be beneficial.

- Llanelli has however experienced a change in its town centre offer, but has attracted significant regeneration investment in recent years and there are corporate, political and business initiatives in place as part of its regeneration. It is however recognised that careful monitoring is required and a responsive approach through an LDO is in place.

- Ammanford, whilst retaining a number of high street names with a range of local retailers, also indicated a low vacancy rate in the primary retail frontage. However, it has in recent years experienced a turnover in occupancy and a significant increase in the proportion of vacant units within the secondary retail frontage. This will require ongoing monitoring and the town's vitality and viability and if such a drastic increase in vacant units is witnessed in the next AMR

then measures will need to be put in place to safeguard the town centre from further deterioration.

Future steps to be taken (if necessary):

Monitor the effectiveness of the Llanelli LDO during AMR 5

Monitor the vacancy levels within the secondary retail frontages and undertake further work to consider the issues which affect the town centres.

To participate in forums and regeneration led initiatives aimed at ensuring that the vitality and viability in town centres is enhanced.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

18 Monitoring Policy Target: Maintain the integrity of the Primary Retail Frontage.

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Proportion of units in A1 retail use located in the Primary Retail Frontage as designated by Policy RT2.	65% or more of units within the Primary Retail Frontage are in A1 use.	Less than 65% of units within the Primary Retail Frontage are within A1 use with an additional variance of 10% under the target figure to allow for flexibility.				

Analysis:

The Council as part of its retail monitoring regime beyond this AMR recognises the need to understand and track changing retail activities at both a County and local centre perspective. With this in mind the Council produced an updated Carmarthenshire Retail Study 2015 which is available on the Council's website⁸. This update builds on the previous 2009 Study and reflects the latest data and information on retail across the County in terms of both convenience (food retail) and comparison (no-food retail). The study updates the assessment of quantitative need for retail floor space throughout the remainder of the LDP period through to 2021.

Town Centre retail surveys are also undertaken to ascertain current and changing activity in the defined town centres - key components of which include tracking vacancy levels and the proportion of non-retail uses within the defined centres.

The proportion of units in non-A1 retail use by Primary and Secondary Frontage areas are set out below. The details in relation to secondary frontage are included for completeness:

⁸ <https://www.carmarthenshire.gov.wales/media/3686/2015-retail-study-update-carms-retail-study-update-english-new-cover.pdf>

	Primary Frontage		Secondary Retail Frontage	
	Total Units	Non A1 (%)	Total Units	Non A1 (%)
Carmarthen	162	26 units (16%)	127	42 units (33%)
Llanelli	85	14 units (16%)	103	38 units (36.9%)
Ammanford	42	13 units (30.9%)	53	17 units (32%)

Note: The above table excludes use classes within units vacant at the time of survey.

In considering the above, it is clear that that the integrity of the Primary Retail Frontage is being maintained across the three designated centres. In this respect the trigger point has not been reached. The Council however, will continue to monitor the respective condition of its retail centres. Reference is made to the commentary set out above for the policy target in relation to vacancy levels within Primary and Secondary Retail Frontages. In this respect, the Council will respond as appropriate to those centres where evidence indicates there is a pressure on their vitality and viability.

It is noted that Llanelli has experienced a significant change in retail terms. This has predominantly emerged as a result of the out of town retail developments at Parc Trostre and Parc Pemberton. It is however noted that whilst both the Primary and Secondary frontages perform relatively well in proportional terms for non-retail activity, there are a number of areas where A1 retail is the predominant activity. This is typified by the Elli Centre where there is limited non retail. It is clear that localised issues in terms of greater non retail provision have emerged notably within the primary frontage which have been accompanied by high vacancy levels requiring careful ongoing consideration.

AMR 3 saw significant progress being achieved in relation to the introduction of a LDO for Llanelli Town Centre and the LDO was adopted in AMR4. The

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LDO grants conditional planning permission for specified uses in ground and upper-floor units. It is envisaged that the LDO, in permitting a wide range of compatible uses without the need for planning permission, will help to increase occupancy levels and footfall in the town centre. This will mean that Carmarthenshire will be the second Local Planning Authority in Wales to introduce an LDO.

Furthermore, a Task Force is currently in place with representative from the Council, traders, Ymlaen Llanelli, community groups etc to look at in progress improvements in relation to the town centre.

Conclusion:

The retail position within the three identified centres remains positive.

- Carmarthen Town represents an important regional retail centre offering a broad retail offer ranging from major high street names through to local provision and exhibits strong A1 retail provision.
- Llanelli has however experienced a change in its town centre offer, but has attracted significant regeneration investment in recent years and there are corporate, political and business initiatives in place as part of its regeneration. It is however recognised that careful monitoring is required and a responsive approach through a LDOs in place.
- Ammanford, whilst retaining a number of high street names with a range of local retailers has in recent years experienced a turnover in occupancy and as a consequence in order to ensure its ongoing vitality and viability, close monitoring will become necessary.

Future steps to be taken (if necessary):

Monitor the Llanelli LDO.

To participate in forums and regeneration led initiatives aimed at ensuring that the vitality and viability in town centres is enhanced.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.



Transport

19 Monitoring Policy Target: To implement the road schemes identified in Policy SP9

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Progress towards implementing the road schemes identified in Policy SP9 in accordance with delivery timetables.	Implementation in accordance with delivery timetables.	The road schemes identified in Policy SP9 are not delivered in accordance with delivery timetables.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.
Analysis:						
<p>Significant progress continues to be made in the implementation of the schemes listed within Policy SP9. In this respect the Cross Hands Economic Link Road has been implemented and is open to traffic and work has commenced on the second phase of this scheme. The Carmarthen West Link Road was completed and opened to traffic in March 2019.</p> <p>It is not proposed to measure the success in relation to the implementation of the policy in terms of the identified Welsh Government Improvements as they are matters outside the control of the Local Planning Authority. This framework will however continue to monitor their progress towards implementation particularly with a view to the timescales indicated.</p>						
Conclusion:						
Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.						
Future steps to be taken (if necessary):						
Monitor the progress of the Welsh Government Improvements.						

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

20 Monitoring Policy Target: To implement the cycle schemes identified in Policy TR4

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Progress towards implementing the cycle schemes identified in Policy TR4.	Implementation in accordance with delivery timetables by 2021.	Non implementation of the cycle schemes identified in the Local Transport Plan and forthcoming Local Transport Plan. If finance has not been secured for a project by first plan review.				

Analysis:

The following provides an update on progress in relation to the 3 cycle schemes identified within Policy TR4:

- Towy Valley – A planning permission has been granted for the western section of the cycleway from Abergwili to Nantgaredig and works have commenced. A planning application for the section from Nantgaredig to Llandeilo is currently being prepared for submission in due course.
- Amman Valley Cycleway --The main infrastructure works are substantively complete with the exception of a small section at Brynamman. Ongoing work will relate to signage, marketing and branding.
- Whitland to Llanglydwen – There are currently no programmed proposals to proceed with this route.

Conclusion:

Progress has been made on the implementation of the schemes listed in Policy TR4.

Future steps to be taken (if necessary):

Continue to monitor the final implementation of the two schemes currently being delivered.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

Further consideration will be given to inclusion and/or the delivery of the Whitland to Llanglydwen route as part of the Revised LDP.

Minerals

21 Monitoring Policy Target: Maintain a minimum aggregate landbank of 10 years for hard rock

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Aggregates landbank for Carmarthenshire County Council.	To maintain a minimum 10 year landbank of hard rock.	Less than 10 years hard rock landbank.	The current hard rock landbank for Carmarthenshire is 55 years.	The current hard rock landbank for Carmarthenshire is at least 68 years.	Target met: The current hard rock landbank for Carmarthenshire is at least 71 years.	Target met: The current hard rock landbank for Carmarthenshire is at least 92 years.

Analysis:

A landbank is a stock of planning permissions for the winning and working of minerals. It is composed of the sum of all permitted reserves at active and inactive sites at any given point in time for a given area. For the purposes of commercial stability, the aggregates industry requires a proven and viable landbank. MTAN 1: Aggregates requires that a minimum 10 year landbank of hard rock should be maintained, this has been mirrored in the LDP monitoring target.

The latest, best available data agreed by the Mineral Products Association and the Local Minerals Planning Authority indicates that the current crushed rock landbank for Carmarthenshire is 92 years using the average of the last 3 years production data and 97 years using the average of the last 10 years production data. Therefore Carmarthenshire has at least 92 years of hard rock supply. This is well above the figure considered necessary in the monitoring target.

Conclusion:

The data indicates that the monitoring Policy Target is being met and therefore no further action is required.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

22 Monitoring Policy Target: Maintain a minimum aggregate land bank of 7 years for sand and gravel

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Combined aggregates landbank for Carmarthenshire County Council with neighbouring authorities of PCC, PCNP & Ceredigion CC.	To maintain a minimum 7 year landbank of sand and gravel.	Less than 7 years sand and gravel landbank.	The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is 18 years.	The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is at least 17 years.	Target met: The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is at least 14 years.	Target met: The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is at least 12 years.

Analysis:

MTAN 1: Aggregates requires that a minimum 7 year landbank of sand and gravel should be maintained, this has been mirrored in the LDP monitoring target. The apportionments and allocations for land-based sand & gravel within Carmarthenshire have been combined with Pembrokeshire, the Pembrokeshire Coast National Park and Ceredigion.

The latest best available data agreed by the Mineral Products Association and the Local Minerals Planning Authority for the combined Sand & Gravel landbank is for 31.12.2016. The combined landbank is 15 years based on 3 years production average and 12 years based on 10 year production average. This is above the figure considered necessary in the monitoring target.

Conclusion:

The data indicates that the monitoring Policy Target is being met and therefore no further action is required as a consequence of this AMR.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

23 Monitoring Policy Target: No permanent, sterilising development will be permitted within mineral buffer zones (except in circumstances set out in MPPW).

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Number of planning permissions for permanent, sterilising development permitted within a mineral buffer zone.	No permanent, sterilising development will be permitted within a mineral buffer zone contrary to Policy MPP2.	5 permanent, sterilising developments permitted within a mineral buffer zone contrary to Policy MPP2 over 3 consecutive years.	No sites contrary to Policy MPP2.	No sites contrary to Policy MPP2.	Target met: No sites contrary to Policy MPP2.	Target met: No sites contrary to Policy MPP2.

Analysis:

In the monitoring period for AMR 4, 5 planning permissions were granted on land situated within the buffer zones of extant mineral sites, as set out on the LDP Proposals Maps. None of the permissions were deemed to be 'permanent, sterilising' developments. The developments included:

- A single storey domestic extension;
- The demolition of an existing utility room/lean to and coal shed and its replacement with a new utility room;
- Variations of conditions on planning permissions relating to existing working quarries;
- Planning permissions associated with existing working quarries;
- Conversion of barn/outbuildings to holiday lets, with existing residential properties located between the proposal and the quarry

Conclusion:

No action required as a consequence of this AMR.

Future steps to be taken (if necessary):

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

24 Monitoring Policy Target: No permanent, sterilising development will be permitted within a mineral safeguarding area (except in circumstances set out in Policy MPP3).

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Number of planning permissions for permanent, sterilising development permitted within a mineral safeguarding area.	No permanent, sterilising development will be permitted within a mineral buffer zone contrary to Policy MPP3.	5 permanent, sterilising developments permitted within a mineral buffer zone contrary to Policy MPP3 over 3 consecutive years.	No sites contrary to Policy MPP3.	No sites contrary to Policy MPP3.	Target met: No sites contrary to Policy MPP3	Target met: No sites contrary to Policy MPP3

Analysis:
 Whilst a number of developments were granted planning permission in mineral safeguarding areas, none of these were deemed to be ‘permanent, sterilising’ developments that would prevent the resource being extracted in the future (if indeed the resource was required to be extracted and it was environmentally acceptable to do so). The developments that were granted planning permission in mineral safeguarding areas fall into the following general categories:

- Temporary developments (e.g. touring caravan/glamping sites);
- Agricultural developments (e.g. modern agri-buildings such as steel barns);
- Equestrian related development (e.g. menage/arena);
- Changes of Use of agricultural buildings on existing farms
- Prior notifications, planning permissions not required (telecoms, forestry, agriculture, demolition);
- Individual dwellings within hamlets or small residential clusters without development limits;
- Alterations / extensions or change of use of existing buildings;
- Dwellings within the development limits of existing settlements;
- Developments on land within 200m of residential areas;
- Permissions associated with extant mineral sites.

Conclusion:

No action required as a consequence of this AMR.

Future steps to be taken (if necessary): The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

25 Monitoring Policy Target: Consider prohibition orders on dormant mineral sites not likely to be worked in the future

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Number of prohibition orders issued on dormant sites.	Ensure that those dormant sites deemed not likely to be re-worked in the future (as part of the annual review) are served with prohibition orders within 12 months.	LPA fails to serve prohibition orders on sites that are deemed not likely to be re-worked in the future.				
<p>Analysis: As part of its annual review, the Minerals Planning Authority monitors dormant sites and those that it considers not likely to be re-worked in the future are served with prohibition orders. The Authority has Executive Board Member authorisation to serve 5 Prohibition Orders. The Minerals Planning Authority has now obtained outstanding information and it is anticipated that the 5 Orders will be served in 2019.</p>						
<p>Conclusion: Whilst this Monitoring Policy Target has not strictly been met, the ongoing consideration of dormant sites and the authorisation provided by the Council to serve Prohibition Orders on 5 sites [and their anticipated issue in 2018] is considered sufficient. No further action other than continued monitoring is required.</p>						
<p>Future steps to be taken (if necessary): The Mineral Planning Authority to continue with the assessment of dormant sites as part of the annual review process and to feed the information through as part of the LDP monitoring. The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.</p>						

Renewable Energy

26 Monitoring Policy Target: To increase the amount of energy produced in the County from renewable sources

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Permitted capacity of renewable electricity and heat projects within the County (by MW).	Annual increase in the permitted capacity of renewable electricity and heat projects through the Plan period.	Monitor for information purposes.	45.79 MW of renewable energy has been permitted during the monitoring period.	17.306 MW of renewable energy has been permitted during the monitoring period.	3.55 MW of renewable energy has been permitted during the monitoring period	0.69 MW of renewable energy has been permitted during the monitoring period

Analysis: (To be updated)

Planning permission has been granted for schemes that have the potential to contribute a total of 0.69 MW of renewable energy within the County. This shows a further reduction in the amount of energy permitted since the last AMR. And can be broken down as follows:

Wind (1 scheme): 0.1 MW

Solar (2 schemes): 0.385 MW

Biomass (1 scheme): 0.5 MW

The number of applications both received and permitted for wind and energy has again reduced, the reasons for which is not known but the reduction in the feed-in tariffs is likely to be a major factor.

Brechfa West Wind Farm is now operational and comprises of 28 turbines each measuring 145m in height and having an installed generating capacity of 57.4 MW. Early discussions have taken place with developers on a number of renewable energy projects in the County, which may come

to application in the next year or two of the LDP.

Conclusion:

The number of renewable energy permissions, in particular for wind energy has fallen since the last AMR. There are no concerns about the level of renewable energy permitted.

Future steps to be taken (if necessary):

The permitted capacity of renewable energy projects will be monitored in future AMRs. The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

27 Monitoring Policy Target: Produce SPG on General Renewable Energy

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 9 months of adopting Plan.				SPG Adopted
<p>Analysis: Following an analysis of the types of applications received for renewable energy installations, it was considered that the Renewable Energy SPG should solely focus on wind and solar energy developments, instead of on general renewable energy.</p> <p>The SPG should have been prepared within 9 months of the adoption of the Plan, however during its preparation, it was considered that the Landscape Sensitivity and Capacity Study should feed into the SPG. Council adopted the SPG on 12 June 2019.</p>						
<p>Conclusion: The SPG has been adopted.</p>						
<p>Future steps to be taken (if necessary): None required at this stage.</p>						

Waste Management

28 Waste Management: Produce SPG on Nantycaws Waste Management Site

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 5 months of adopting Plan.				

Analysis:

The necessity to prepare a SPG in relation to the Nantycaws Waste Management Site has been superseded by the inclusion of details in relation to landfill and residual waste treatment in the Waste Planning Monitoring Reports for the South West Wales Region (WPMR 2016 was published in autumn 2016). The Report set out the regional position regarding landfill and residual waste treatment. Nantycaws is one of four operational landfill sites within the South West Wales region. Together they have the void space capacity to be keep operating at current deposition levels for 15 years. This is above the threshold set out in TAN 21: Waste, whereby a new landfill would need to be considered for the region.

The WPMRs for 2017,2018 and 2019 have not yet been published but initial indications point to a reduction in regional void space capacity, although critically not to a level whereby a new landfill would need to be considered for the region. What is clear is that the Nantycaws site will continue to be important to the future management of residual waste for the region. As well as the landfill, Nantycaws has an in-vessel composting facility which deals with residual garden and food waste and a Materials Recycling Facility to cater for its recyclable waste. In addition the site has planning permission for an anaerobic digestion plant which has not yet been built (but will have the potential to accept residual food waste).

The future of the landfill element at Nantycaws will be monitored as part of the annual WPMRs and the conclusions will be noted within future AMRs.

Conclusion:

2018/19
P
S
M
C

The potential requirements in relation to the preparation of a SPG for Nantycaws will be monitored and its production reviewed accordingly.

Future steps to be taken (if necessary):

Monitor accordingly, taking into account information and guidance set out in the forthcoming WPMR for the South West Wales Region. The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP.

Environmental Qualities – The Built and Natural Environment

29 Monitoring Policy Target: Secure a minimum of 100ha of suitable habitat for the Marsh Fritillary Butterfly within the Caeau Mynydd Mawr project area during the Plan period.

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Hectares of suitable habitat in management.	An ongoing increase in provision of suitable habitat in management.	No increase in any given year.	4.24ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project. (this figure was net of NRW managed designated sites)	A further additional 6.56ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project (this figure is net of NRW managed designated sites). When taken alongside AMR 1 – the total increase over the Plan period to 31/3/17 is 10.8ha.	A further additional 1.42 ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project (this figure is net of NRW managed designated sites). When taken alongside AMR 1 and 2 – the total increase over the Plan period to 31/3/18 is 12.22ha.	A further 0.21ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project (this figure is net of NRW managed designated sites). When taken alongside AMR 1 2 and 3 – the total increase over the Plan period to 31/3/19 is 12.43ha.

Analysis:

At the end of AMR 1, 32.27ha of land in good condition for the Marsh Fritillary was being managed by the project on 14 different sites. In addition, on designated sites (SSSIs and SACs) there was a further 42.86ha of land in good condition giving a gross total of 75.13ha. At the end of AMR 2, the project managed 22 sites that together provided 38.83ha of habitat in good or suitable condition for the marsh fritillary butterfly. Natural Resources

2018
2019
2020

Wales managed a number of designated sites that provide an additional 41.95ha of habitat. This gave a gross total of 80.78ha at the end of AMR2. At the end of AM3, the project managed 24 sites that together provided 40.25ha of habitat in good or suitable condition for the marsh fritillary butterfly. Natural Resources Wales (NRW) managed a number of designated sites that provide an additional 37.96ha of habitat. This gave a gross total of 78.21ha at the end of AMR3. NRW are responsible for manging slightly less land than in AMR2, as a small area they were managing has been withdrawn from a management agreement, and while some of this land is now managed by the project not all this land has been transferred.

At the end of AMR4, the project manages 24 sites that provide 40.46ha of habitat in suitable condition for the marsh fritillary butterfly. The project continues to ensure the appropriate grazing of the land in management agreements, often assisting landowners in finding suitable grazing animals. It has also been making use of the Glas Tir small grants scheme, when it can, for hedgerow management. The gross area (when taken with NRW land) is 37.96ha (source: PIMS Action progress reports 2018-2019). Significant progress has been made on reviewing the SPG and its evidential facets during AMR4.

This project is a product of partnership arrangement which is overseen by a Steering Group. A delivered dedicated Project Conservation Officer is employed to implement the project. During the year the project attained a TIC award and the project was Highly Commended by RTPI Cymru. It was confirmed early in AMR 4 that the project had won its category in the 2018 UK RTPI award.

Conclusion:

Target achieved in this AMR period. Reference is made to the content of the SPG which is available via the link below:

http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.WQG_vcuQyUk

Future steps to be taken (if necessary):

Continue to monitor and report in future AMR. Finalise review of evidence base moving into AMR 5, including review of payment justification framework and defining the SPG Area.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

30 Monitoring Policy Target: No development will take place which affects the integrity of Natura 2000 sites

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Number of planning applications granted which have an adverse effect on the integrity of a Natura 2000 site.	No planning applications approved contrary to the advice of NRW.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.
<p>Analysis: Reference is made to the ongoing delivery of the Caeau Mynydd Mawr Marsh Fritillary project which is underpinned by Policy EQ7 of the LDP and SPG. This has allowed development to continue whilst adhering to the requirements of the Habitats Regulations. Reference is made to target 29 above.</p> <p>In relation to the Carmarthen Bay/Burry Inlet SAC, reference is made to the ongoing multi agency (including Dwr Cymru Welsh Water, Natural Resources Wales, City and County of Swansea and Carmarthenshire County Council) approach which is underpinned by the MoU. This has allowed development to continue whilst adhering to the requirements of the Habitats Regulations. Progress has been made in relation to reviewing this MoU during this AMR period looking ahead to the Revised LDP.</p> <p>Records indicate that no planning applications were approved contrary to the advice of NRW.</p>						
<p>Conclusion: Target achieved during this AMR.</p>						
<p>Future steps to be taken (if necessary): The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.</p>						

31 Monitoring Policy Target: No development will take place which affects the integrity of a designated site for nature conservation

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Number of planning applications granted which may potentially adversely affect the features of a protected site for nature conservation.	No planning applications approved contrary to the advice of NRW or the authority's ecologist.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW or the authority's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist..
<p>Analysis: Records indicate that no planning applications were approved contrary to the advice of NRW or the Council's Ecologist.</p> <p>Planners continue to have access to a dedicated professional ecologist. This continues to prove invaluable both in terms of assisting in the determination of planning applications and in the formulation of planning policy frameworks.</p>						
<p>Conclusion: Target achieved during this AMR period.</p>						
<p>Future steps to be taken (if necessary): Continue to monitor and report in future AMRs.</p> <p>O</p>						

The Authority will monitor requirements from the Environment (Wales) Act.

The Authority will also monitor the requirements from the Well-being of Future Generations (Wales) Act 2015 and the implementation of the Council's Well-being objectives.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

32 Monitoring Policy Target: No development will take place which results in detriment to the favourable conservation status of European protected species, or significant harm to species protected by other statute

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Number of planning applications granted which results in detriment to the favourable conservation status of European protected species or significant harm to species protected by other statute.	No planning applications approved contrary to the advice of NRW or the authority's ecologist.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW or the authority's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.
<p>Analysis: Records indicate that no planning applications were approved contrary to the advice of NRW or the Council's Ecologist. Planners continue to have access to a dedicated professional ecologist. This continues to prove invaluable both in terms of assisting in the determination of planning applications and in the formulation of planning policy frameworks.</p>						
<p>Conclusion: Target achieved during this AMR period.</p>						
<p>Future steps to be taken (if necessary): The Authority will monitor requirements from the Environment (Wales) Act.</p>						

The Authority will also monitor the requirements from the Well-being of Future Generations (Wales) Act 2015 and the implementation of the Councils Well-being objectives.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

33 Monitoring Policy Target: No development will take place which adversely affects a Special Landscape Area

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Number of planning applications permitted with the potential to adversely affect a Special Landscape Area.	No planning applications approved contrary to the advice of NRW or the authority's landscape officer.	5 planning permissions granted by the Local Planning Authority contrary to the advice of NRW or the authority's landscape officer over a period of 3 consecutive years.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.

Analysis:
An initial high level review of approved applications generated on the SLA 'constraints layer' show that there were no applications approved contrary to the advice of NRW or the Council's Landscape Officer.

Officers continue to have access to a dedicated professional Landscape Officer – providing an invaluable resource in the determination of planning applications and in the formulation of planning policy.

Conclusion:
Target achieved during this AMR period.

Future steps to be taken (if necessary):
The Authority will monitor requirements from the Environment (Wales) Act.

The Authority will also monitor the requirements from the Well-being of Future Generations (Wales) Act 2015 and the implementation of the Councils Well-being objectives.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

34 Monitoring Policy Target: Development proposals do not adversely impact upon buildings and areas of built or historical interest and their setting

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Occasions when development permitted would have an adverse impact on a Listed Building; Conservation Area; Site / Area of Archaeological Significance; or Historic Landscape, Park and Garden or their setting.	No planning applications approved where there is an outstanding objection from the Council's Conservation Officer, Cadw or DAT (Dyfed Archaeological Trust).	5 planning permissions granted by the Local Planning Authority where there is an outstanding objection from the Council's Conservation Officer, Cadw or DAT over a period of 3 consecutive years.	Target was achieved in the first AMR period.	Target was achieved in the second AMR period.	Target was achieved in the third AMR period.	Target was achieved in the fourth AMR period.

Analysis:

This is the 4th year of monitoring. It should be noted that a review of approved applications generated using the following 'constraints layers' does not indicate any significant concern in relation to this target:

- Conservation Areas
- Historic Parks and Gardens
- Listed Buildings
- Scheduled Ancient Monuments.

The Council's Development Management Section continue to have access to a dedicated professional Built Conservation Officer. This continues to prove invaluable both in the determination of planning applications and in the formulation of planning policy.

Conclusion:

Target achieved during this AMR period.

Future steps to be taken (if necessary):

The Authority will also monitor the requirements from the Well-being of Future Generations (Wales) Act 2015 and the implementation of the Council's Well-being objectives.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

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35 Monitoring Policy Target: Produce SPG on Landscape and SLA Design Guide

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 7 months of adopting the Plan.	SPG produced.	SPG adopted.	SPG adopted.	SPG adopted.

Analysis:
The Placemaking and Design SPG was adopted in September 2016 and seeks to guide and promote high quality and sustainable design aimed at securing high quality development, which reflect the character, and the requirements of Carmarthenshire. It should be noted that this SPG and incorporates matters in relation to Landscape and Special Landscape Design.

The adopted SPG is available via the following link:
<https://www.carmarthenshire.gov.wales/media/1213904/adopted-placemaking-design-spg-report.pdf>

Conclusion:
Target achieved.

Future steps to be taken (if necessary):
N/A

36 Monitoring Policy Target: Produce SPG on Archaeology

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 7 months of adopting the Plan.	SPG produced.	SPG adopted.	SPG adopted.	SPG adopted.
<p>Analysis: The Archaeology and Development SPG was adopted in September 2016. The adopted SPG is available via the following link: https://www.carmarthenshire.gov.wales/media/3719/archaeology-draft-spg.pdf</p>						
<p>Conclusion: Target achieved.</p>						
<p>Future steps to be taken (if necessary): N/A</p>						

37 Monitoring Policy Target: Produce SPG on Biodiversity (including SINCs)

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 12 months of adopting the Plan (continually monitored pending ongoing designations).	SPG produced.	SPG produced.	SPG adopted.	SPG adopted.
<p>Analysis: The SPG was adopted in September 2016 and is available via the following link: https://www.carmarthenshire.gov.wales/media/3723/nat-env-and-biodiversity-draft-spg.pdf</p> <p>Reference is made to the ongoing training provided by the in-house Ecologist with a view to increasing an understanding of the content of the SPG in practice. This also recognised the provisions of the Environment (Wales) Act and also allowed for an exploration of the implications and opportunities provided by the Well Being of Future Generations (Wales) Act.</p>						
<p>Conclusion: Target achieved</p>						
<p>Future steps to be taken (if necessary): N/A</p>						

38 Monitoring Policy Target: Produce SPG on Design

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Production of SPG on Design.		SPG not produced within 5 months of adopting the Plan.	SPG produced.	SPG adopted	SPG adopted.	SPG adopted.
<p>Analysis: The Placemaking and Design SPG was adopted in September 2016 and seeks to guide and promote high quality and sustainable design aimed at securing high quality development, which reflect the character, and the requirements of Carmarthenshire.</p> <p>The adopted SPG is available via the link below: https://www.carmarthenshire.gov.wales/media/1213904/adopted-placemaking-design-spg-report.pdf</p>						
<p>Conclusion: Target achieved</p>						
<p>Future steps to be taken (if necessary): N/A</p>						

39 Monitoring Policy Target: Produce SPG on Locally Important Buildings

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG on Locally Important Buildings.		SPG not produced within 15 months of adopting the Plan.	SPG not produced.	SPG not produced.	SPG not produced.	SPG not produced.
<p>Analysis: The requirement to prepare and publish the SPG will be further considered as part of the preparation of the Revised LDP.</p>						
<p>Conclusion: The potential preparation of the SPG as part of the preparation of the Revised LDP will allow for it to be further considered in light of changes to national policy and to ensure compatibility with any emerging LDP policies.</p>						
<p>Future steps to be taken (if necessary): To be considered as part of the preparation of the Revised LDP.</p>						

40 Monitoring Policy Target: Produce SPG on Trees, Landscaping and Development

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG on Trees, Landscaping and Development.		SPG not produced within 15 months of adopting the Plan.	SPG not produced.	SPG not produced.	SPG not produced.	SPG not produced.
Analysis: The requirement to prepare and publish the SPG will be further considered as part of the preparation of the Revised LDP.						
Conclusion: The potential preparation of the SPG as part of the preparation of the Revised LDP will allow for it to be further considered in light of changes to national policy and to ensure compatibility with any emerging LDP policies.						
Future steps to be taken (if necessary): To be considered as part of the preparation of the Revised LDP.						

Recreation and Community Facilities

41 Monitoring Policy Target: To provide new community facilities and to retain and enhance existing community facilities

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
<p>Number of applications approved for the provision of new community facilities.</p> <p>Number of applications approved which would result in the loss of an existing community facility.</p>	No applications approved contrary to Policy SP16 and RT8.	1 application approved contrary to Policy SP16 and RT8.	No applications approved contrary to the provisions of Policies SP16 and RT8.	No applications approved contrary to the provisions of Policies SP16 and RT8.	1 application approved contrary to RT8 however see analysis below.	No applications approved contrary to the provisions of Policies SP16 and RT8
<p>Analysis:</p> <p>A review of planning decision notices (reasons for approval) indicates that there have been no applications approved contrary to the provisions of LDP policies SP16 and RT8.</p>						
<p>Conclusion:</p> <p>Target achieved in this AMR period.</p>						
<p>Future steps to be taken (if necessary):</p> <p>The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.</p>						

42 Monitoring Policy Target: To resist the loss of open space in accordance with the provisions of Policy REC1

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Amount of open space lost to development (ha)	No open space should be lost to development except where in accordance with Policy REC1.	Open space is lost to development contrary to the provisions of Policy REC1 which results in a net loss of open space.	No applications approved contrary to the provisions of Policy REC 1.	No applications approved contrary to the provisions of Policy REC 1.	No applications approved contrary to the provisions of Policy REC 1.	No applications approved contrary to the provisions of Policy REC 1.
<p>Analysis: A review of planning approvals against the existing open space ‘constraints layer’ indicates that there are no applications approved contrary to the provisions of LDP policy REC 1.</p> <p>Those applications approved on the layer include the delivery of new / improved facilities across the County.</p> <p>In relation to the evidence base, it should be noted that a Green Infrastructure Assessment has been commenced during this AMR period which includes a review of the existing provision of green infrastructure in the County’s larger settlements. Through working in collaboration with colleagues in other departments within the local authority, further evidence such as a review of open space, will be collated to inform the preparation of the Revised LDP. This in turn will be utilised to assist in the assessment of future planning applications which could impact upon the provision of green space in Carmarthenshire.</p>						
<p>Conclusion: Target achieved in this AMR period.</p>						
<p>Future steps to be taken (if necessary): Continue to monitor and report in future AMR.</p>						

Finalise the Green Infrastructure Assessment and supporting studies such as a review of open space provision in order to inform the Review of the LDP and future planning applications.

The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.

43 Monitoring Policy Target: Produce SPG on Open Space Requirements for New Developments

Indicator	Annual Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017	Performance 1 April 2017 - 31 March 2018	Performance 1 April 2018 - 31 March 2019
Production of SPG.		SPG not produced within 15 months of adopting the Plan.	SPG produced.	SPG Adopted	SPG Adopted	SPG Adopted
<p>Analysis: The SPG was adopted in September 2016.</p> <p>The adopted SPG is available to view via the link below: https://www.carmarthenshire.gov.wales/media/1213721/adopted-leisure-open-space-requirements-for-new-developments-sep-2016.pdf</p>						
<p>Conclusion: Target achieved.</p>						
<p>Future steps to be taken (if necessary): N/A</p>						

The Welsh Language

44 Monitoring Policy Target: Phase residential development in areas where 60% or more of the population speak Welsh

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017	Performance 1 April 2017 – 31 March 2018	Performance 1 April 2018 – 31 March 2019
Planning permissions granted for residential developments of five or more dwellings in Sustainable Communities and planning permissions granted for residential developments of ten or more dwellings in Growth Areas, Service Centres and Local Service Centres.	All planning permissions granted for residential developments of five or more dwellings in Sustainable Communities and planning permissions granted for residential developments of ten or more dwellings in Growth Areas, Service Centres and Local Service Centres to include a requirement to phase development, in accordance with policy on the Welsh Language and the guidance contained within SPG on The	One planning consent granted for residential development of five or more dwellings in a Sustainable Community or one planning consent granted for residential development of ten or more dwellings in a Growth Area, Service Centre or Local Service Centre which fails to require that the development is phased contrary to the LDP's policy on the Welsh Language and the guidance contained within SPG on The Welsh Language.	No planning permissions granted contrary to LDP Policy SP18.	No planning permissions granted contrary to LDP Policy SP18.		No permissions granted contrary to LDP Policy SP18.

	Welsh Language.					
<p>Analysis:</p> <p>A list of communities where 60% or more of the population are able to speak Welsh is taken from 2011 Census data: Gorslas, Llannon, Pencarreg, Pontyberem and Quarter Bach. These areas are denoted on the LDP Inset Plan.</p> <p>A review of approved applications within these 5 communities (source: JHLAS) identified that no sites were granted outline permission which are relevant to the policy and which exceed the thresholds set out in Policy SP18 (5 or more in Sustainable Communities and 10 or more in Growth Areas, Service Centres and Local Service Centres).</p> <p>There was one relevant proposal which was granted a Reserved Matters consent, however, the phasing of a development would be a matter to be considered at the Outline application stage; the Outline permission relating to this development was permitted prior to the adoption of the LDP.</p>						
<p>Conclusion:</p> <p>No planning permissions were granted contrary to LDP policy SP18.</p>						
<p>Future steps to be taken (if necessary):</p> <p>The above indicator will be subject to ongoing monitoring. Reference is made to the preparation of the Revised LDP as endorsed by Council on 10th January 2018.</p>						

Chapter 4

Sustainability Appraisal / Strategic Environmental Assessment Monitoring

Methodology

4.1 The monitoring of the SA-SEA objectives can inform the overall review of the performance of the LDP. It is not considered that SA-SEA monitoring process should be undertaken in isolation of the Plan's monitoring. It should assist in informing an overall picture of the condition of the County in environmental, economic and social terms. The data collated includes a mix of qualitative and quantitative data with a commentary in the latter column.

4.2 Whilst none of the indicators are deleted, it should be noted that the commentary column makes it clear where information is unavailable and/or applicable. In some instances information is no longer available (or relevant); in other instances the data available is of insufficient detail to enable useful monitoring.

4.3 It should be noted that there are a number of SA indicators where information is not published annually, for example those based on the census. The purpose of the monitoring framework is to review changes on an annual basis, as a consequence these are not necessarily going to be useful moving forward in terms of future monitoring.

4.4 It should also be noted that the traffic light rating system used for the LDP Monitoring Indicators has not been taken forward for use with the SA Monitoring. This reflects that many of the SA objectives are aspirational in nature and to some extent would be information monitored in an ideal world scenario. In addition, the LDP alone would not be the only factor that would need to be considered in achieving their aims. The SA Monitoring also does not include targets as such, unlike the LDP monitoring, it would therefore prove difficult to interpret the commentary into a traffic light rating.

4.5 Information contained in the SA monitoring framework in the main relates to a wide range of data produced internally, by various departments of the Council, and externally from other organisations. The data column provides an appreciation of where data has been sourced and whilst every attempt has been made to ensure 'hyperlinks' are live, the Council cannot be responsible for the content of external sites.

4.6 It should also be noted that the Authority (via Public Service Board) has been collating information with a view to developing a Well-Being Plan for Carmarthenshire. This was published in May 2018. The Carmarthenshire Well Being Assessment for 2017 is available on the Council's website <http://www.thecarmarthenshirewewant.wales/>. Opportunities to work alongside colleagues in Corporate Policy have been taken with a view to developing an integrated review of the social, economic and environmental baseline. This presents direct opportunities to secure tangible information for future SA-SEA monitoring via the AMR process.

<p>2-1 To avoid damage or fragmentation of designated sites, habitats and protected species and encourage their enhancement</p> <p>2-2 To protect, enhance and create appropriate wildlife habitats and wider biodiversity in urban and rural areas</p>	<p>(a) Status of BAP priority species</p> <p>(b) Status of BAP priority habitats</p> <p>(c) % BAP habitats and species as stable or increasing</p> <p>(d) Achievement against national and local BAP targets</p> <p>(e) Area of urban parks and green spaces provided by the LDP</p> <p>(f) % of SAC, SPA and SSSI sites and their features in favourable condition</p> <p>(g) Status of species and habitats pursuant to the NERC Act 1996</p> <p>(h) Number of designated SINC</p> <p>(i) Proportion of land managed as areas for carbon sequestration (e.g. peatland and woodland management)</p>	<p>Number of development schemes which design in urban biodiversity areas</p> <p>Number of developments with adverse effects on designated sites</p> <p>Number of developments in designated sites</p> <p>Proportion of new habitats created by the LDP</p> <p>Proportion of development on greenfield sites</p> <p>Proportion of development on brownfield sites</p> <p>Proportion of new development in wildlife corridors</p>	<p>http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSitesOfSpecialScientificInterest/?lang=en</p> <p>http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSpecialAreasOfConservation/?lang=en</p> <p>http://lle.wales.gov.uk/catalogue/item/ProtectedSitesSpecialProtectionAreas/?lang=en</p>	<p>(a,b,c,d) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>The requirements of the Environment (Wales) Act on public bodies in relation to the enhancement of Biodiversity is noted and has been further considered within the contextual section of this AMR.</p> <p>(e) In relation to urban parks, the LDP identifies proposed recreation designations and reference is made to the Policy framework in this regard. Any implications will be considered as part of any review into the Plan.</p> <p>(f) The links shown within the adjacent column provide a high level appraisal and any implications will be considered as part of any review into the Plan. 29% of features in Carmarthenshire SAC's are deemed in favorable condition, which is an increase from 18% from baseline assessment. 86% of assessed SPA features were also considered in favorable condition.</p> <p>(g) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(h) There are not currently SINC's designated within the Plan area. Provision is made for their designation with the Natural Environment and Biodiversity SPG. This will be monitored as the implementation of the Plan progresses with any implications considered accordingly as part of any review into the Plan.</p> <p>(i) Information is unavailable on an annual basis. The LDP recognises the focus of PPW in relation to the potential of encouraging land uses and land management practices that help secure and protect carbon sinks. Reference is made to policy SP14 Protection and Enhancement of the natural Environment and the relevant Environmental protections policies of the adopted LDP. Any implications will be considered as part of any review into the Plan.</p>
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<p>3-1 To maintain/reduce the levels of the UK National Air Quality pollutants</p> <p>3-2 To reduce levels of ground level ozone</p> <p>3-3 To reduce the need to travel, through appropriate siting of new developments and provision of public transport infrastructure</p>	<p>(a) Number and extent of AQMAs in Carmarthenshire</p> <p>(b) Air quality monitoring in Llandeilo (potentially future AQMA monitoring)</p> <p>(c) National Atmospheric Emissions Inventory (NAEI) levels of key air pollutants (e.g. Benzene, 1,3-Butadiene, Lead, NO₂, PM10, SO₂)</p> <p>(d) Area of sensitive habitats exceeding critical loads for acidification and eutrophication measured as (i) acidity and (ii) nutrient nitrogen</p> <p>(e) Levels of ground level ozone</p>	<p>Number of developments within 1 km of motorway / trunk road junctions</p> <p>Number of developments sited so as to reduce the need to travel (proximity to services and facilities)</p> <p>Number of developments supported by high-quality inter-settlement bus, train or other public transport routes</p> <p>Number of developments in areas of poor air quality</p> <p>Number of developments likely to contribute to increased levels of UK national Air quality pollutants (other than transport)</p>	<p>Environmental Health Department – Carmarthenshire County Council.</p> <p>http://lle.wales.gov.uk/catalogue/item/LandmapVisualSensory/?lang=en</p> <p>http://lle.wales.gov.uk/catalogue/item/LandmapLandscapeHabitats/?lang=en</p> <p>- http://www.rotap.ceh.ac.uk/</p>	<p>(a,) There are now three separate AQMA's, which are; Llandeilo, Carmarthen and Llanelli. This updated position will be reflected in the Plan review and there is ongoing liaison with the Environmental Health Dept in this regard.</p> <p>b) 4 incidents of exceedance in NO₂ levels occurred in the Llandeilo AQMA over past 12 months. Due to high winds air dispersal was high over the winter period without which, more exceedances may have occurred.</p> <p>(c) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(d) The links shown within the adjacent column provide a high level appraisal and any implications will be considered as part of any review into the Plan.</p> <p>(e) The links shown within the adjacent column provide a high level appraisal and any implications will be considered as part of any review into the Plan.</p>
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<p>4-1 To reduce the emission of greenhouse gases</p> <p>4-2 To minimise the vulnerability of Carmarthenshire to the effects of climate change through making space for water, coastal retreat and shifting habitat distribution patterns</p> <p>4-3 To encourage all new developments to be climate resilient</p> <p>4-4 To encourage energy conservation and higher energy efficiency</p> <p>4-5 To minimise energy consumption and promote renewable energy sources</p>	<p>(a) Annual emissions of greenhouse gases (by sector)</p> <p>(b) Carmarthenshire's domestic energy consumption</p> <p>(c) Proportion of alternatively fuelled vehicles in the county</p> <p>(d) Percentage of companies with a Level 5 Standard Green Dragon EMS</p> <p>(e) Proportion of transport network able to cope with the predicted temperature increases associated with climate changes</p> <p>(f) Number of sites being used to assist in climate mitigation and adaptation, e.g. soft flood defences</p> <p>(g) Number of homes applying for planning permission for microgeneration</p> <p>(h) Homes installing microrenewables</p> <p>(i) Average Standard Assessment Procedure energy rating of housing</p> <p>(j) Number of town/community based carbon reduction projects</p>	<p>Number of developments that respect existing natural habitats and green corridors</p> <p>No. planning applications for renewable micro-renewables and successful installations</p> <p>Average SAP rating of housing</p> <p>No of town/community based carbon reduction projects</p> <p>Number of installed megawatts of renewable energy capacity in Carmarthenshire</p> <p>Number of wind turbines</p> <p>% developments with Sustainable Urban Drainage Systems (SUDS)</p> <p>Percentage of housing stock meeting particular CfSH and BREEAM standards</p> <p>Percentage of offices, retail and industrial buildings meeting BREEAM standards</p> <p>Number of new developments built to achieve carbon neutrality</p>	<p>Local authority average domestic gas and electricity consumption per consumer -</p> <p>http://gov.wales/docs/statistics/2015/150225-energy-generation-consumption-2013-en.pdf</p> <p>http://gov.wales/topics/environmentcountryside/energy/renewable/low-carbon-baseline-survey/?lang=en</p>	<p>(a) Data only available up to 2016. The domestic sector saw a fall of 5.0% in carbon emissions between 2015 and 2016, however Industry and commercial and transport sector saw increases of 2.0% and 1.2% respectively. This led to an overall increase of CO2 emissions in Carmarthenshire of 1.5% to 1162.3 ktCO2.</p> <p>(b) Carmarthenshire Domestic Energy Consumption Gas 2013 is 13,119 Electricity 2013 is 3,815. Wales average is 13,029 and 3,736 respectively.</p> <p>(c,d,e,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(g) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan (Solar panels in the majority of cases are PD).</p> <p>(h,i) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(j) The report shows Low carbon energy in Wales by local authority. There are 3,856 projects identified in Carmarthenshire out of a total of 51,503 nationally. Carmarthenshire hosts 3,856 low carbon energy generation projects harnessing solar, wind and other renewable energies to produce around 328GWh of green energy</p>
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<p>5 - Water</p>	<p>5-1 To ensure water quality of rivers, lakes, groundwater and coastal areas is improved and ensure that the hydromorphological quality of water bodies is maximised</p> <p>5-2 To protect and maintain water resources in the public supply chain and ensure enough water is available for the environment at all times of year</p> <p>5-3 To minimise diffuse pollution from urban and rural areas</p> <p>5-4 To increase water efficiency in new and refurbished developments</p> <p>5-5 To make space for water, and minimise flood risk</p>	<p>(a) Number of incidents of homes flooding by coastal, fluvial and drainage sources</p> <p>(b) The percentage of river lengths of good chemical or biological quality</p> <p>(c) Percentage of waters restored to Good Ecological Status</p> <p>(d) Number of substantiated water pollution incidents</p> <p>(e) Percentage of developments in Carmarthenshire with Sustainable Urban Drainage Systems (SUDS)</p> <p>(f) Number of properties with water meters</p> <p>(g) Area where there is an unsustainable abstraction from surface waters</p> <p>(h) Area where there is an unsustainable abstraction from groundwater</p> <p>(i) Proportion of transport network protected against future flood risk</p> <p>(j) Per capita consumption of water</p> <p>(k) Percentage of bathing waters which meet the EC mandatory standards</p> <p>(l) The number of beaches which meet the requirements of the Green Sea Partnership for both beach and water quality</p>	<p>Percentage of new development permitted in floodplains</p> <p>Number of developments built contrary to EA advice</p> <p>Households registered for flood warnings as a percentage of total number of households at risk of flooding</p> <p>Number of grey water recycling schemes</p>	<p>Carmarthenshire County Council – Leisure Services.</p>	<p>(a,b,c,) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>d) From the most recently reported dataset (April 2017), 13 substantiated incidents of water pollution have been reported in Carmarthenshire in 2017-18 period. This is a decrease from 17 incidents in 2016.</p> <p>(e) Information is unavailable on an annual basis. Reference should be made to the Plan’s monitoring framework in relation to sustainable drainage. Any implications will be considered as part of any review into the Plan.</p> <p>(f,g,h,i,j,) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>k) Annual monitoring is carried out on two bathing water sites in Carmarthenshire, Pendine and Pembrey. Both beaches achieved ‘Excellent’ bathing water quality for 2017, when reviewed against Bathing Water Directive standards.</p> <p>(l) Cefn Sidan is tested and meets the requirements for the green sea partnership as it has the blue flag status. Pendine meets the requirements to be awarded the seaside award, which includes beach and water quality assessments.</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Material Assets</p>	<p>6-1 Minimise the use of finite resources and promote higher resource efficiency and the use of secondary and recycled materials</p> <p>6-2 Promote the waste hierarchy of reduce, reuse and recycle</p> <p>6-3 Encourage needs to be met locally</p> <p>6-4 Promote the use of more sustainable resources</p> <p>6-5 Improve the integration of different modes of transport</p> <p>6-6 Promote the use of more sustainable modes of transport (e.g. cycling and walking)</p>	<p>(a) In 2009/10 Carmarthenshire should achieve at least 40% recycling/composting with a minimum of 15% composting and 15% recycling</p> <p>(b) Waste arisings by sector</p> <p>(c) Waste arisings by disposal</p> <p>(d) Total (i) household waste and (ii) household waste recycled or composted per person per year (kg)</p> <p>(e) Proportion of construction and demolition waste that is re-used and recycled</p> <p>(f) Proportion of households within 30, 60 and 90 minute travel time thresholds of amenities, including (i) corner shop and/or supermarket, (ii) post office and (iii) doctor and/or hospital</p>	<p>Number of buildings meeting particular CfSH and BREEAM standards</p> <p>Percentage of new houses built on previously developed land per year</p> <p>Proportion of aggregates used from secondary and recycled aggregates</p> <p>Location of jobs in proximity to residents</p> <p>Proportion of journeys on foot or by cycle</p>	<p>Carmarthenshire County Council - Minerals and Waste</p>	<p>(a) In 2009/10 Carmarthenshire achieved a 40.1% combined recycling and composting rate of its municipal waste (14% composting; 26% recycling)</p> <p>(b,c) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(d) Residual Household Waste Arising per person (kg), 2007/08 to 2014/15 in Carmarthenshire: 370, 290, 246, 224, 189, 159, 151 & 156. The South West Wales average for 2014/2015 was 188.</p> <p>(e) The latest data is from 2012, and only for South West Region as a whole – the rate is 67%.</p> <p>(f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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<p>7-1 To avoid and reduce contamination of soils and promote the regeneration of contaminated land</p> <p>7-2 To avoid loss of soils to non-permeable surfaces and minimise soil erosion</p> <p>7-3 To reduce SO₂ and NO_x emissions and nitrate pollution from agriculture.</p>	<p>(a) Area of ALC Grade 1, 2 and 3 land in Carmarthenshire</p> <p>(b) Area of ALC Grade 4 and 5 land in Carmarthenshire</p> <p>(c) Number and extent of RIGS sites in Carmarthenshire</p> <p>(d) Exceedance of nitrogen and acid critical loads</p>	<p>Area of soil lost to impermeable surfaces</p> <p>Area of contaminated land remediated</p> <p>Area of proposed new development on greenfield sites</p> <p>Number of developments approved within or adjacent to RIGS sites</p>		<p>(a,b) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(c) RIGs are considered within the provisions of EQ3 of the adopted LDP.</p> <p>(d) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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8 - Cultural Heritage	<p>8-1 To protect historic and cultural assets and local distinctiveness from negative effects of development/regeneration and support their enhancement</p> <p>8-2 To promote high quality design reflecting local character and distinctiveness</p>	<p>(a) Number of monuments/archaeological sites adversely affected by the plan proposals</p> <p>(b) Improvement/deterioration in the condition of monuments and historic buildings in the ownership of Carmarthenshire County Council</p> <p>(c) Percentage of land designated for a particular quality of amenity value - landscape or historic landscape</p>	<p>Number of designated sites on the 'buildings at risk' register which are at risk of harm from air pollution</p> <p>Number of Conservation Areas adversely affected by plan proposals</p> <p>Number of listed buildings adversely affected by plan proposals</p> <p>Number of historic parks and gardens adversely affected by plan proposals</p>		<p>(a,b,c) Information is unavailable on an annual basis. Reference should be made to the Plan's monitoring framework in relation to the historic environment / landscape and the natural environment. Any implications will be considered as part of any review into the Plan.</p>
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<p>9-1 To protect and enhance landscape/townscape from negative effects of land use change</p> <p>9-2 To take sensitive locations into account when siting development and to promote high quality design</p> <p>9-3 To encourage appropriate future use of derelict land</p>	<p>(a) Hectares of land given over to development each year</p> <p>(b) The extent and quality of public open space</p> <p>(c) Number of park and green space management plans produced</p> <p>(d) The number of derelict sites regenerated</p> <p>(e) Area of Carmarthenshire designated as open access land</p> <p>(f) Area of derelict land returned to open space</p>	<p>Number of developments approved without landscape / townscape conditions</p> <p>Number of developments built contrary to CCW advice</p> <p>Number of development schemes accompanied by detailed townscape design</p>		<p>(a,c,d,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(b, e) In relation to the extent and quality of open space, reference should be made to the monitoring framework of the LDP and the Carmarthenshire Standard of 2.4ha per population. It should also be noted that there is an intent to review the Authority's greenspace assessment.</p>
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<p>10 - Population</p>	<p>10-1 Ensure suitable, affordable housing stock with access to education and employment facilities</p> <p>10-2 Promote the retention of younger people</p> <p>10-3 Encourage growth of the Welsh language and culture</p> <p>10-4 Promote inclusion of disadvantaged and minority groups into society</p>	<p>(a) Percentage of young people (i) remaining or (ii) returning to Carmarthenshire to live and work</p> <p>(b) Number of complaints about poor access to services and facilities</p> <p>(c) Number of complaints about highway (e.g. footpath) accessibility from disabled persons</p> <p>(d) Percentage of people in Carmarthenshire who are Welsh speakers (i) all aged 3 or over, and (ii) children aged 3 to 15</p> <p>(e) Population and population of working age</p> <p>(f) Population age profile</p> <p>(g) Ethnic diversity</p>	<p>Number of accessibility complaints pertaining to new developments</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'.</p>	<p>(a,b,c) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(d) The number of Welsh Speakers aged 3 and over 43.9%, Welsh speakers aged 3-15 is 15.1%. The Population is 184,898, working age population 110,739 (aged 16-64) 2014 (Mid Year Population Estimates).</p> <p>(e) 69% people of working age are employed</p> <p>(f) 18% of the population is aged 0 to 15, 60% are aged 16 to 64 and 22% are over 65.</p> <p>(g) 4 % of the population has a non white ethnicity.</p>
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<p>11 - Health and Well-Being</p>	<p>11-1 Create opportunities for people to live active, healthy lifestyles through planning activities</p> <p>11-2 Provide access to health and recreation facilities and services</p> <p>11-3 Encourage walking or cycling as alternative means of transportation</p> <p>11-4 Promote access to Wales' natural heritage</p>	<p>(a) Proportion of households not living within 300m of their nearest natural green space</p> <p>(b) Proportion of households within agreed walking/cycling distance of key health services</p> <p>(c) Life expectancy at birth for (i) men and (ii) women</p> <p>(d) Life expectancy and healthy life expectancy for (i) men and (ii) women</p> <p>(e) Death rates from (a) circulatory disease and (b) cancer (i) for people under 75 years</p> <p>(f) Prevalence of obesity in 2-10 year olds</p> <p>(g) How children get to school (i) walking and cycling, (ii) private motor vehicles and (iii) public transport and taxis</p>	<p>Number of trips per person by transport mode (i) walking and cycling, (ii) private motor vehicles, and (iii) public transport and taxis</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a) 40% of the population live within 400m of natural or semi-natural greenspace. Reference is made to the Carmarthenshire Greenspace accessibility standard of 2.4ha per 1,000 population which underpins the policy framework.</p> <p>(b) 15% of residents work from home. 27% of residents travel less than 5km to work, 30% 10-30km and 4% over 60km. Nearly 75% of residents travel to work by car and only 8% on foot, and 1% by bike.</p> <p>(c,d,e) Life Expectancy is favourable at 78.5 for men and 82.6 for women. Just over the Welsh average of adults have mental health issues (28% compared to 26%) The population are less likely to smoke than the national average yet there are higher than average incidence of smoking related diseases. The population are more likely to be overweight or obese than the average Welsh person they are also more likely to participate in exercise and eat healthily. The population is less likely to binge drink than the average for Wales. The County shows rates of cancer similar to the Welsh average.</p> <p>(f) The County is the third worst in Wales for levels of childhood obesity at 30.7%, almost 5 percentage points higher than the Welsh average of 26.2%.</p> <p>(g) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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12 - Education and Skills	<p>12-1 Provide accessible educational and training facilities which meet the future needs of the area</p> <p>12-2 Increase levels of literacy (in English and Welsh) and numeracy</p> <p>12-3 Promote lifelong learning</p>	<p>(a) Percentage of people aged 19-21 with at least an NVQ level 2 qualification or equivalent</p> <p>(b) Percentage of adults engaged in adult education activities</p> <p>(c) Level of literacy in adult population</p> <p>(d) Level of numeracy in adult population</p> <p>(e) Number of adults completing courses at adult education centres in Carmarthenshire</p>	<p>Proportion of people aged 16-74 within 30, 60 and 90 minute travel time thresholds of education /further education facilities by (i) public transport and (ii) car</p> <p>Percentage of schools which are over-capacity</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a) Educational Achievement is relatively high with 61.1% attaining 5 GCSEs (compared to 57.9% nationally).</p> <p>(b) The proportion of 18-24 year olds who are NEET (Not in Education, Employment or Training) is higher than the Welsh average (12.2% compared to 10.7% nationally).</p> <p>(c,d,e) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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<p>13-1 To promote sustainable economic growth</p> <p>13-2 To provide good quality employment opportunities for all sections of the population</p> <p>13-3 To promote sustainable businesses in Wales</p>	<p>(a) Number of companies in Carmarthenshire with a Green Dragon Environmental Management System</p> <p>(b) Gross Value Added (GVA) and GVA per head</p> <p>(c) Percentage of people of working age in work</p> <p>(d) Percentage of (i) children and (ii) all working age people living in workless households</p> <p>(e) Investment relative to GDP (i) total investment and (ii) social investment</p> <p>(f) Diversity of economic sectors represented</p>	<p>Number of vacant businesses in town and local centres</p> <p>Number of new retail and other commercial developments approved</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p> <p>(b) Gross Value Added (GVA) is the standard measure of the monetary value of economic activity for local areas or individual industries. It is difficult to measure at local level: official statistics are published for South West Wales (combining Pembrokeshire with Ceredigion and Carmarthenshire). This area contributed £6.0bn GVA to the economy in 2014, roughly 10% of the Welsh total of £54.3bn. GVA per head of population in 2013 was £15,750; lower than that for Wales as a whole (£17,573) or the United Kingdom (£24,958).</p> <p>(c) The County has high levels of employment; 69% people of working age are employed. A very small proportion of residents claim unemployment benefit or class themselves as unemployed. Average weekly wage is £365 compared to a Welsh national average of £539. However there is considerable variation across the community areas. There is a gap in employment for those with long term health issues who have less than average outcomes.</p> <p>(d) 36.3% of all households are living in poverty slightly above the Welsh average of 35%. Of these 15.7% are living in severe poverty. 17.9% of children are living in poverty which is lower than the Welsh average (22%), but those living in workless households is in line with the Welsh average of 14%.</p> <p>(e,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan.</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">14 - Social Fabric</p>	<p>14-1 Improve safety and security for people and property</p> <p>14-2 Promote the design of settlements that improve social fabric by removing barriers and creating opportunities for positive interactions</p> <p>14-3 Promote the delivery of affordable housing</p> <p>14-4 Improve accessibility to services, particularly for disadvantaged sections of society.</p>	<p>(a) Ratio of average house pricing to average earnings</p> <p>(b) Percentage component of IMD scores by LSOA for the Access and Employment domains</p> <p>(c) Percentage of unfit dwellings</p> <p>(d) Homes below the decent homes standard for (i) social sector homes and (ii) vulnerable households in the private sector</p> <p>(e) Number of rough sleepers</p> <p>(f) Recorded crime figures of (i) theft of or from vehicles, (ii) burglary in dwellings and (iii) violent crime</p> <p>(g) Index of multiple deprivation</p>	<p>Proportion of affordable homes as a percentage of new homes delivered</p> <p>Access to GP or primary care professional</p> <p>Access for disabled people</p> <p>Access in rural areas</p>	<p>Carmarthenshire County Council - Corporate Policy Division, including Well Being Assessment 'Situation Fact Sheet'</p>	<p>(a,b,c,d,e,f) Information is unavailable on an annual basis. Any implications will be considered as part of any review into the Plan</p> <p>(g) The Welsh Index of Multiple Deprivation shows that overall Carmarthenshire is not 'deprived' however there is some variation across the 6 community areas. Parts of the area of Llanelli appear in the 10% most deprived areas of Wales in the following domains : income, employment, health, education, community safety and physical environment. 71% of northern Carmarthenshire (Tywi valley) appears in the 10% most deprived areas of Wales in terms of poor 'Access to Services'. 19% of the population is over-indebted, this is in line with the Welsh national average of 19.6%. Carmarthenshire has a large stock of social housing and supports social housing initiatives.</p>
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Appendix 1 – Well-being Objectives/Goals

Compatibility Analysis

A1. Overview

A1.1 This appendix undertakes an initial high level review of the Vision and Strategic Objectives of the Carmarthenshire Local Development Plan (Adopted 2014) against the National and Local Well Being goals/objectives that have flowed out of the Well-being of Future Generations (Wales) Act 2015.

A1.2 It should be noted that an important component of demonstrating that the Carmarthenshire Local Development Plan (LDP) was sound in procedural terms was its synergy with the aspirations set out within the Carmarthenshire Community Strategy, and the subsequent Integrated Community Strategy.

A1.3 The LDP's Strategic Objectives were grouped under the appropriate 'thematic pillar' of the Community Strategy. As a result, it is considered that the building blocks are already in place in terms of the LDP's role in spatially expressing the ambitions and aspirations of the County. However, the advent of the Well Being of Future Generations Act 2015 (The Act) and its expression at a County level will provide opportunities for refinement where necessary.

A1.4 According to Welsh Government guidance, the Act is about improving the social, economic, environmental and cultural well-being of Wales. It will make those listed public bodies think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach. Helping *"us create a Wales that we all want to live in, now and in the future"*.

A1.5 To make sure everyone is working towards the same vision, the Act puts in place seven well-being goals as outlined within section 4 of this appendix.

A2. The LDP Vision

A2.1 The LDP Vision's aim is to convey the kind of place which it is envisaged that Carmarthenshire should become by 2021. It provides a spatial perspective which gives the Plan purpose and direction in a way which ensures that it is capable of being delivered through the land use planning system.

CARMARTHENSHIRE 2021

Carmarthenshire will be a prosperous and sustainable County of contrasts. It will have distinctive rural, urban and coastal communities, a unique culture, a high quality environment and a vibrant and diverse economy.

The County will offer a high quality of life within safe, accessible and inclusive communities. Everyone will have access to good quality employment, a suitable mix of housing and to community and recreational facilities – all within a clean and green environment.

IN SPATIAL TERMS THE COUNTY WILL BE CHARACTERISED BY:

- Llanelli fulfilling its potential as a modern and vibrant service centre developing upon its waterfront location.
- Carmarthen continuing to thrive as a prosperous and strategically located service and administration centre retaining its distinctive county town character.
- The ongoing emergence of Ammanford/Cross Hands as a distinctive and diverse Western Valleys based growth area.
- Sustainable socially inclusive communities and efficient local economies centred upon the County's market towns and larger villages.
- Vibrant rural communities as living, working environments.
- A countryside that is valued and enjoyed by residents and visitors alike.

A3. The LDP Strategic Objectives

A3.1 The 14 LDP Strategic Objectives (SO) elaborate upon the LDP Vision and focus on deliverability. They are grouped under the relevant Community Strategy pillars, and are as follows:

A BETTER PLACE: Environment – improving the world around us, today and for tomorrow.

SO1: To protect and enhance the diverse character, distinctiveness, safety and vibrancy of the County's communities by ensuring sympathetic, sustainable, and high quality standards of design.

<p>SO2: To ensure that the principles of spatial sustainability are upheld by:</p> <p>(a) enabling development in locations which minimise the need to travel and contribute towards sustainable communities and economies and respecting environmental limits, and (b) to wherever possible encourage new development on previously developed land which has been suitably remediated.</p>
<p>SO3: To make provision for an appropriate mix of quality homes; access to which will be based around the principles of sustainable socio-economic development and equality of opportunities.</p>
<p>SO4: To ensure that the natural, built and historic environment is safeguarded and enhanced and that habitats and species are protected.</p>
<p>SO5: To make a significant contribution towards tackling the cause and adapting to the effect of climate change by promoting the efficient use and safeguarding of resources.</p>
<p>OPENING DOORS: Lifelong learning – helping everyone to achieve their potential, from childhood to old age.</p>
<p>SO6: To assist in widening and promoting education and skills training opportunities for all.</p>
<p>SO7: To assist in protecting and enhancing the Welsh Language and the County’s unique cultural identity, assets and social fabric.</p>
<p>FEELING FINE: Health and wellbeing – tackling the causes of ill health by looking at life in the round.</p>
<p>SO8: To assist with widening and promoting opportunities to access community, leisure and recreational facilities as well as the countryside.</p>
<p>SO9: To ensure that the principles of equal opportunities and social inclusion are upheld by promoting access to a high quality and diverse mix of public services, healthcare, shops, leisure facilities and work opportunities.</p>
<p>INVESTMENT AND INNOVATION: Regeneration – building resources, creating opportunities and offering support.</p>
<p>SO10: To contribute to the delivery of an integrated and sustainable transport system that is accessible to all.</p>
<p>SO11: To encourage investment & innovation (both rural and urban) by:</p> <p>(a) making an adequate provision of land to meet identified need; and, (b) making provision for the business and employment developmental needs of indigenous /new employers, particularly in terms of hard & soft infrastructural requirements (including telecommunications/ICT); and, (c) making provision for the infrastructural requirements associated with the delivery of new homes particularly in terms of hard & soft infrastructural requirements (including foul and surface water); and, (d) adhering to the principles of sustainable development and social inclusion in terms of the location of new development.</p>
<p>SO12: To promote and develop sustainable & high quality <i>all year round</i> tourism related initiatives.</p>
<p>FEELING SECURE: Safer communities – offering security, tackling crime and fear of crime, helping</p>

us to look out for each other.

SO13: To assist with the development and management of safe and vibrant places & spaces across the County.

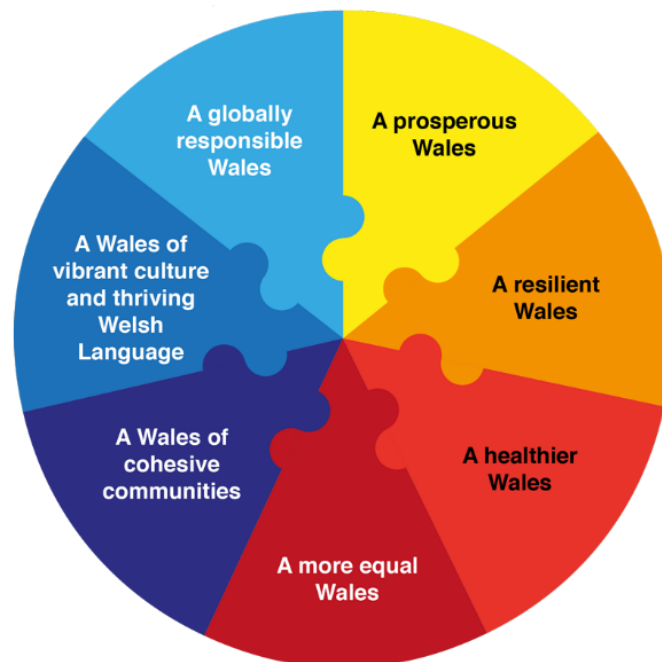
SO14: To assist with the delivery and management of mixed & sustainable communities by:

(a) promoting safe, vibrant and socially interactive places; and, (b) promoting the utilisation of local services and produce whenever possible.

A4. The National Well-being Goals

A4.1 There are 7 national well-being goals (Figure 1) which show the kind of Wales we want to see. Together they provide a shared vision for public bodies to work towards. They are a set of goals and the Act makes it clear that public bodies must work to achieve all of the goals, not just one or two.

Figure 1: Well-being of Future Generations (Wales) Act 2015 - Well-being Goals



A4.2 The Act puts in place a 'sustainable development principle' which sets out how organisations should go about meeting their duty under the Act. There are 5 Ways of Working (See Figure 3) to guide the implementation of the sustainable development principle.

Figure 2: Sustainable Development Principle.

In this Act, any reference to a public body doing something “in accordance with the sustainable development principle” means that the body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

Figure 3: The 5 Ways of Working



A4.3 The seven well-being goals are set out below along with a description (as included within Welsh Government guidance).

Goal	Description of the goal
A prosperous Wales	An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.
A resilient Wales	A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).
A healthier Wales	A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.
A more equal Wales	A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).
A Wales of cohesive communities	Attractive, viable, safe and well-connected communities.
A Wales of vibrant culture and thriving Welsh language	A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.
A globally responsible Wales	A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.





A4.4 An analysis of the National Goals (NG), against the LDP Strategic Objectives (SO) is set out below.

LDP SO Commentary against the 7 National Goals (NG's)	
SO1	Reference is made to NG5 and its emphasis on attractive, viable and safe communities. It is therefore considered that this SO, with its particular focus on ensuring sympathetic, sustainable and high quality standards to NG1, remains broadly compatible with the national goals.
SO2	Reference is made to NG1 and its emphasis on recognising the limits of the global environment and therefore using resources efficiently and proportionately (including acting on climate change). It is therefore considered that this SO, with its particular focus on spatial sustainability, remains broadly compatible with the national goals.
SO3	Reference is made to NG5 and its emphasis on viable communities. It is therefore considered that this SO, with its particular focus on delivering an appropriate mix of quality homes, remains broadly compatible with the national goals.
SO4	Reference is made to NG2 and its emphasis on a biodiverse natural environment, together with NG6 and its emphasis on culture and heritage. It is therefore considered that this SO,

	with its particular focus on safeguarding and enhancing the natural, built and historic environment remains broadly compatible with the national goals.
SO5	Reference is made to NG7 and its emphasis on considering whether decisions can make a positive contribution to global well-being and the capacity to adapt to change (for example climate change). It is therefore considered that this SO, with its particular focus on tackling the cause and adapting to the effect of climate change remains broadly compatible with the national goals.
SO6	Reference is made to NG1 and its emphasis on developing a skilled and well-educated population. It is therefore considered that this SO, with its particular focus on widening and promoting education and skills training remains broadly compatible with the national goals.
SO7	Reference is made to NG6 and its emphasis on a society that promotes and protects culture, heritage and the Welsh Language. It is therefore considered that this SO with its particular focus on the Welsh language and the County's social fabric, remains broadly compatible with the national goals.
SO8	Reference is made to NG6 and its emphasis on encouraging people to participate in the arts and sports and recreation. Furthermore, NG3 places an emphasis on a society in which people's physical and mental well-being is maximised. It is therefore considered that this SO with its particular focus on widening and promoting access to leisure facilities and the countryside remains broadly compatible with the national goals.
SO9	Reference is made to NG4 and its emphasis on a society that enables people to fulfil their potential no matter what their backgrounds or circumstances (including their social economic background and circumstances). It is therefore considered that this SO, with its particular focus on equal opportunities remains broadly compatible with the national goals.
SO10	Reference is made to NG5 and its emphasis on well-connected communities. It is therefore considered that this SO with its particular focus on an accessible, integrated and sustainable transport system remains broadly compatible with the national goals.
SO11	Reference is made to NG1 and its emphasis on an innovative, productive and low carbon society and on an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work. It is therefore considered that this SO, with its particular focus on encouraging investment and innovation (both rural and urban) remains broadly compatible with the national goals.
SO12	Reference is made to NG1 and its emphasis on an economy which generates wealth and provides employment opportunities. It is therefore considered that this SO with its particular focus on the promotion of a sustainable and high quality visitor economy remains broadly compatible with the national goals.
SO13	Reference is made to NG5 and its emphasis on attractive, viable, safe and well-connected communities. It is therefore considered that this SO with its particular focus on safety and vibrancy, remains broadly compatible with the national goals.

SO14	Reference is made to NG5 and its emphasis on attractive, viable, safe and well-connected communities. It is therefore considered that this SO, with its particular focus on safety and vibrancy, remains broadly compatible with the national goals.
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5. Carmarthenshire Well-being Objectives 2017/2018

<p>Start Well</p> 	<p>Live Well</p> 	<p>Age Well</p> 	<p>Healthy, Safe & Prosperous Environment</p> 
Well-being Objectives			
<ol style="list-style-type: none"> 1. Help to give every child the best start in life and improve their early life experiences. 2. Help children live healthy lifestyles. 3. Continue to improve learner attainment for all. 4. Reduce the number of young adults that are Not in Education, Employment or Training. 	<ol style="list-style-type: none"> 5. Tackle poverty by doing all we can to prevent it, helping people into work & improving the lives of those living in poverty. 6. Creating more jobs and growth throughout the county. 7. Increase the availability of rented and affordable homes. 8. Help people live healthy lives (tackling risky behaviour & obesity). 9. Supporting good connections with friends, family and safer communities. 	<ol style="list-style-type: none"> 10. Support the growing numbers of older people to maintain dignity & independence in their later years. 11. A Council wide approach to supporting Ageing Well in Carmarthenshire. 	<ol style="list-style-type: none"> 12. Looking after the environment now and for the future. 13. Improving the highway and transport infrastructure and connectivity. 14. Promoting Welsh language and culture.
<p>15. Building a Better Council and Making Better Use of Resources</p>			

A5.1 An analysis of the above 14 Local Goals (LW) against the LDP Strategic Objectives (SO) is set out below:

LDP SO	LW 1	LW 2	LW 3	LW 4	LW 5	LW 6	LW 7	LW 8	LW 9	LW 10	LW 11	LW 12	LW 13	LW 14
SO1	Green	Green	Yellow	Yellow	Green	Green	Green	Green	Green	Green	Green	Green	Yellow	Yellow
SO2	Yellow	Green	Green	Green	Yellow	Yellow	Green	Yellow	Green	Green	Yellow	Green	Green	Yellow
SO3	Green	Yellow	Yellow	Yellow	Green	Green	Green	Yellow	Yellow	Yellow	Green	Yellow	Yellow	Yellow
SO4	Green	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Green	Yellow	Yellow	Yellow	Green	Yellow	Yellow
SO5	Green	Green	Yellow	Yellow	Yellow	Yellow	Yellow	Green	Yellow	Yellow	Yellow	Yellow	Green	Yellow
SO6	Green	Green	Green	Green	Green	Green	Yellow	Yellow	Yellow	Green	Green	Yellow	Green	Green
SO7	Green	Yellow	Green	Yellow	Yellow	Yellow	Green	Yellow	Green	Yellow	Yellow	Green	Yellow	Green
SO8	Green	Green	Green	Green	Green	Green	Yellow	Green	Green	Green	Green	Green	Green	Green
SO9	Green	Green	Green	Green	Green	Green	Yellow	Green	Green	Green	Green	Yellow	Green	Yellow
SO10	Yellow	Green	Yellow	Yellow	Green	Green	Yellow	Green	Green	Yellow	Yellow	Green	Green	Yellow
SO11	Yellow	Yellow	Green	Yellow	Green	Green	Green	Yellow	Green	Yellow	Yellow	Green	Green	Green
SO12	Yellow	Yellow	Yellow	Yellow	Yellow	Green	Yellow	Yellow	Yellow	Yellow	Yellow	Green	Yellow	Yellow
SO13	Green	Green	Yellow	Yellow	Green	Yellow	Green	Green	Green	Green	Green	Yellow	Yellow	Yellow
SO14	Green	Green	Green	Green	Green	Yellow	Green	Green	Green	Green	Green	Yellow	Yellow	Yellow

	Strong alignment between LDP Strategic Objective and Local Goal
	Neutral alignment between LDP Strategic Objective and Local Goal

A5.2 There is a strong alignment between the LDP and those goals that seek to promote access to homes and jobs. The LDP also reflects those goals that seek to promote accessible and well-connected communities. It is noted that the LDP seeks to direct the majority of growth to those settlements that have key services and are located on key transport routes. There is also a clear link between environmental goals

and the LDP. This demonstrates the LDP's awareness of the importance of safeguarding the County's key assets as part of its regulatory role.

A5.3 In noting that the LDP is essentially a land use Plan, there may be scope for a greater acknowledgement of those goals that emanate from demographic issues (e.g. early ages, an older population and poverty). Developing an understanding of whether such issues are particularly pronounced spatially could allow for planning policy interventions as and where appropriate.

A5.4 There is an established collaboration between the Council's Planning Policy Team and Community Planning/Corporate Policy Team. It is considered that this will continue to provide opportunities for iterative and meaningful engagement moving forward. There will also be opportunities to review those emerging Local Service Board priorities and resultant objectives, whilst the implications on those relevant Town and Community Councils (TACC) is also noted.

A5.5 The LDP will continue to provide a key delivery mechanism for the corporate and community ambitions as set out within the 14 wellbeing goals. It provides a spatial instrument to deliver the "*Carmarthenshire We Want*" by providing a locally distinctive means of shaping the future use of land within the County. As such, the LDP takes account of the County's unique characteristics and qualities and it places an on sustainable development as a central principle.

A5.6 Reference is also made to the requirement for Sustainability Appraisal – Strategic Environmental Assessment along with Habitats Regulations Assessment to be prepared when developing a LDP.

Agenda Item 23

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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