

TUESDAY, 26 MAY 2020

TO: ALL MEMBERS OF THE EXECUTIVE BOARD

I HEREBY SUMMON YOU TO ATTEND A **VIRTUAL MEETING** OF THE **EXECUTIVE BOARD AT 10.00 AM, ON MONDAY, 1ST JUNE, 2020** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Wendy Walters

CHIEF EXECUTIVE

Democratic Officer:	Martin S. DaviesMar
Telephone (direct line):	01267 224059
E-Mail:	MSDavies@carmarthenshire.gov.uk

NOTE:-

If you require Welsh to English simultaneous translation during the meeting please telephone 0330 336 4321 Passcode: 565 283 67 #

Wendy Walters Prif Weithredwr, *Chief Executive*,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

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

A G E N D A

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 16TH MARCH 2020** 5 - 10
4. **PUBLIC QUESTIONS ON NOTICE (NONE RECEIVED)**
5. **QUESTIONS ON NOTICE BY MEMBERS (NONE RECEIVED)**
6. **URGENT DECISIONS TAKEN BY OFFICERS TO DATE SINCE THE CORONAVIRUS PANDEMIC** 11 - 20
7. **REPORT OF THE STATUTORY DIRECTOR OF SOCIAL SERVICES** 21 - 30
8. **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.**

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EXECUTIVE BOARD

Monday, 16 March 2020

PRESENT: Councillor L.M. Stephens (Chair)**Councillors:**

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

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

L.R. Jones, Head of Administration and Law

J. Fearn, Head of Property

J. Jones, Head of Regeneration

H. Morgan, Economic Development Manager

K. Thomas, Democratic Services Officer

Chamber, County Hall, Carmarthen, SA31 1JP - 10.00 - 10.30 am**1. APOLOGIES FOR ABSENCE AND OTHER MATTERS**

Apologies for absence were received from Councillors E. Dole and J. Tremlett

Councillor M Stephens, at the conclusion of the meeting, presented an update to the Executive Board on the work being undertaken by the Council and other public bodies in the County in preparing for a potential coronavirus outbreak within the County. She advised the Council would be following advice issued by Public Health Wales and regularly updating its website with any new advice received and that members and officers of the authority, together with the public, were being urged to regularly check the website for new information and to follow public health hygiene advice.

2. DECLARATIONS OF PERSONAL INTEREST.

There were no declarations of personal interest.

3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 24TH FEBRUARY 2020**RESOLVED** that the minutes of the meeting of the Executive Board held on the 24th February, 2020 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 had been received.

6. COUNCIL'S REVENUE BUDGET MONITORING REPORT

The Executive Board considered the revenue budget monitoring report which provided the latest budgetary position as at 31st December 2019, in respect of the 2019/2020 financial year.

Overall, the monitoring report forecasted an end of year overspend of £2,750k on the Authority's net revenue budget, representing a £1m reduction on that previously reported, with an overspend at departmental level of £4,055k. The HRA was predicting a £480k underspend to the year end.

The Executive Board was advised that the most significant pressure point was within the Education and Children Services budget which was forecasting an overall over spend of £3.937m at year end comprising a departmental overspend of £737k and a delegated schools budget overspend of £3.2m. Consequently, the department needed to critically examine that position.

The Executive Board Member advised that whilst the current forecasted results were based up to the 31st December, 2019 that presented the Authority with a significant challenge, which, if continued into the next financial year would be at an unsustainable level. It also needed to be recognised that the authority would be likely to incur additional expenditure as a consequence of the coronavirus outbreak. The Board was assured appropriate structures had been established to record additional expenditure and planning was taking place to ensure the authority had the necessary funds available to provide for appropriate expenditure. Officers were also liaising with the Welsh Government to ensure the authority could draw down any funds that may be made available in due course.

In light of the current forecast of a potential significant overspend at departmental level, the report recommended that 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.

UNANIMOUSLY RESOLVED that:

- 6.1 the Revenue Budget Monitoring Report be received;**
- 6.2 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.**

7. CAPITAL PROGRAMME 2019-20 UPDATE

The Executive Board considered a report which provided an update of the latest budgetary position for the 2019/20 capital programme as at the 31st December 2019.

It was noted that a net spend of £58,900k was forecasted compared with a working net budget of £60,454k giving a £1,554k variance. The net budget had been re-profiled by £2.020m from 2019/20 to future years to take account of updated spend profile information. The budget slippage from 2018/19 had also been included within the figures appended to the report.

In addition, the Executive Board noted that an Education and Children's Services budget re-profiling exercise was currently being undertaken to reflect the progress of schemes within the 5 year capital programme on the MEP programme.

UNANIMOUSLY RESOLVED that the capital programme update report be received.

8. ERW FOR THE FUTURE

The Executive Board considered a report on Carmarthenshire's position and response to the options appraisal produced on the future arrangements for ERW.

The Executive Board noted the report set out the background to ERW'S inception, challenges, drivers for change, future funding issues and the reasons why an alternative Consortia footprint was being considered. The report also set out the following four options, as detailed in Appendix 1 together with their pros and cons, that were to be presented to ERW for its consideration:-

- Option 1 - Maintain the status quo
- Option 2 - Transfer to a model based on the City Deal and growing Mid Wales Partnerships
- Option 3 - Dyfed Powys (Ceredigion Proposal) and West Glamorgan footprints;
- Option 4 - To operate school improvement as individual councils (those councils who wish to continue collaboration continue to do so).

The Executive Board's attention was drawn to the four recommendations detailed within the report and to a suggestion that recommendation 1 be amended to remove the reference to 'agree' and replace it with 'consider. If endorsed, the recommendation would then read "The Executive Board is requested to consider the Swansea Bay City Deal footprint, subject to the provisions of the legal agreement. That amendment was considered necessary so as to not commit the Council to any new footprint at the current moment and which would clearly link in with recommendation 4.

The Executive Board, having considered each of the four options, felt Option 2 to be the preferred footprint for Carmarthenshire, and that it would be advantageous if ERW's other constituent authorities agreed with that option to avoiding them having to issue 'Withdrawal Letters'.

RESOLVED:

- 8.1 That Option 2 be considered as the preferred option for Carmarthenshire, subject to the provisions of the Legal Agreement;**

- 8.2 That Carmarthenshire County Council issues Notice to withdraw from ERW, should unanimous withdrawal not be agreed, subject to the provisions of the Legal Agreement;
- 8.3 That subject to the provisions of the Legal Agreement a one year transition period to 2020/21 be agreed
- 8.4 That the Director of Education and Children's Services, the Executive Board Member for Education and Children's Services, in liaison with the Leader and Chief Executive Officer develop the preferred model and ascertain the impact of any changes (including legal, HR and financial), subject to the provisions of the Legal Agreement.

9. HOMES AS POWER STATIONS

The Executive Board considered a report on the Swansea Bay City Deal 'Homes as Power Stations' regional business case, being led by Neath Port Talbot Council (detailed as appendix 1 to the report) for submission to the Portfolio Management Office, in accordance with the City Deal Implementation Plan in order to secure City Deal funding approval.

The Executive Board noted that the programme's aims were to facilitate the adoption of energy efficiency measures in both new build and retrofit homes across the region, to demonstrate the viability and benefits of energy efficiency homes and to mainstream the concept in the public and private sectors

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL THAT:-

- 9.1 the Homes as Power Stations Business Case, detailed in Appendix 1 to the report, be endorsed and its formal submission to the Portfolio Management Office be authorised in accordance with the City Deal Implementation Plan to secure City Deal Funding approval;
- 9.2 delegated authority be granted to the Head of Regeneration, in consultation with the Leader and relevant Executive Board Members, to approve any amendments to the business case following approval in light of any amendments that may be required by the Joint Committee of the Swansea Bay City Deal;
- 9.3 the Head of Regeneration, in consultation with the Director of Corporate Services, the Leader and any relevant Executive Board Members be authorised to enter into any grant agreements or associated documentation that might be necessary to draw down funding from the UK/Welsh Government or the Accountable Body of the Swansea Bay City Deal.

10. PARC HOWARD COLLABORATION GROUP

The Executive Board considered a report on the membership of and the background to the Parc Howard Collaboration Group between Carmarthenshire County Council and Llanelli Town Council. The Board was requested to formalise the membership and governance arrangements for the Group.

UNANIMOUSLY RESOLVED:-

- 10.1 The Terms of Reference for the Parc Howard Collaboration Group be endorsed;**
- 10.2 That the County Council Members appointed to represent the Council on the Parc Howard Collaboration Group be:**

**Councillor Peter Hughes Griffiths
Councillor Hazel Evans
Councillor Giles Morgan
Councillor John Jenkins**

- 10.3 That the substitute members for the Council's representation on the Parc Howard Collaboration Group be drawn from the remaining members of the Executive Board.**

- 11. 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.**

The Chair reported that there were no items of urgent business.

CHAIR

DATE

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Executive Board 01.06.20

Subject: Urgent Decisions taken by Officers to date since the Coronavirus pandemic

Purpose: To inform Executive Board members of the urgent decisions taken.

Recommendations / key decisions required:

That the urgent decisions taken by officers be noted.

Relevant scrutiny committee to be consulted NO. Urgent decisions are not subject to call-in because of their very nature ie. having had to be taken urgently.

Exec. Board Decision Required NO

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- All Executive Board Members

Directorate: Chief Executive's

Report Author: Wendy Walters

Designations:
Chief Executive

Tel: 01267 224124

Email addresses:
wswalters@carrmarthenshire.gov.uk

EXECUTIVE SUMMARY

01.06.20

SUBJECT:

URGENT DECISIONS TAKEN BY OFFICERS UNDER URGENCY PROVISIONS IN THE SCHEME OF DELEGATION TO OFFICERS

1. Local government has traditionally held its democratic meetings as physical meetings in its Chambers; indeed this was the only option until The Local Government (Wales) Measure 2011 introduce an option in Wales for up to 70% of members to attend meetings remotely provided the other 30% of the membership actually attended the meeting and strict rules about everyone (including the public) being able to see and hear one another and be heard, were complied with.
2. On 28th February 2020 the first coronavirus case in Wales was confirmed. Democratic meetings continued for a while after this, with County Council meeting on the 10th March, and Executive Board on the 16th March, although in the intervening period 2 cases of coronavirus had been confirmed in Carmarthenshire.
3. On the 12th March 2020 officers moved into Gold Command mode and GC meetings were scheduled for Mondays, Wednesdays and Fridays every week. In a mounting pandemic and a fast moving environment urgent decisions had to be taken, whether to react to the emerging situation or indeed to be pro-active, and any such decisions were taken by officers under the urgency provisions in the Scheme of Delegation to Officers which allow the Chief Executive and all Directors to determine urgent matters in the purview of the Council or the Executive Board (or any Committee) “where it is impractical to convene a meeting”. Convening democratic meetings to take these fast decisions, with the associated 3 clear (excluding weekends, the day notice is given, and the day of the meeting so effectively almost a week’s) notice that has to be given, would have been impossible to meet the required timeline for those decisions to be made.
4. Because of the escalating pandemic on the 18th March 2020 the Chief Executive had to take the decision to suspend most democratic meetings as a precaution, and in any event some members had already started to self-isolate and make themselves unavailable for meetings. It was intended that meetings of the Executive Board, Planning Committee and Licensing Committee would continue.
5. On the 19th March a decision regrettably had to be taken to close the Authority’s administrative buildings to the public to protect staff.
6. The Chair of the Planning Committee took the decision to cancel the meeting scheduled for the 23rd March 2020.
7. On the evening of the 23rd March 2020 the Prime Minister Boris Johnson announced a “lockdown” in an attempt to halt the spread of the virus. He gave an instruction to the nation to stay at home except for limited purposes, including travelling to and from work, but only where

absolutely necessary and the work could not be done from home. This was accompanied by the closing of all shops selling non-essential goods etc.

8. Following the lockdown announcement the meetings of the Executive Board (including the one scheduled for the 30th March), and Licensing Committee were suspended. The Authority moved into the Urgency decision making arrangements in the Constitution (as set out in para 3 above).
9. Decisions taken by the Chief Executive and Directors under these Urgency Provisions are detailed in Appendix 1 (attached)
10. Welsh Ministers have released (22-4-2020) legislation regarding remote attendance. This is currently being reviewed. Once we have considered the details and logistics around this legislation the Authority can consider moving out of officers delegated decision making and back into democratic decision making mode.

DETAILED REPORT ATTACHED?

**No report
Appendix 1 - Decisions**

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: **Wendy Walters** **Chief Executive**

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

Policy, Crime & Disorder and Equalities

The urgent decisions taken by officers under urgency provisions in the scheme of delegation to officers align with current policies that have been approved by the Executive Board in previous meetings. There are no implications on crime & disorder from the urgent decisions that have been taken.

2. Legal

Under the Scheme of Delegation to Officers in the Authority's Constitution "determination of any urgent matter in the purview of the Council, the Executive Board or any Committee is vested in the Chief Executive and all Directors where it is impractical to convene a meeting of those bodies to consider the matters in hand.

The impracticability of convening meetings has been due to a number of factors including lockdown, social distancing requirements, the number of members self isolating, the publication requirements for agendas vis a vis the urgency of decisions and the rules currently in place regarding holding member meetings remotely.

PUBLIC INTEREST TEST

Whilst most of the decisions taken by officers are being published the names of individuals or businesses in receipt of grants have been withheld so as to maintain their commercial interests and / or their expectation of privacy."

"Democratic decision making had to be suspended because of the restrictions arising from the lockdown and their impact on being able to achieve quorum and / or maintain social distancing, and the requirements imposed on remote attendance at meetings, and the Urgency Decision Making provisions in the Constitution had to be invoked to enable urgent decision taking by officers"

Finance

Appendix 1 which details the decision made on an individual basis includes information on the financial implication of each decision, where known.

Generally additional expenditure incurred as a consequence of Covid 19 response is claimable from the WG Hardship Fund. We have already submitted claims for March and April to the value of £900k (Claims are completed on a cash basis)

WG have set up an £30m Hardship Fund for LA to claim additional expenditure and have also set aside a further £40m for specific Social Care related costs.

In respect of the loss in income that Authorities are suffering the Minister has recently agreed to set up a fund to support Councils income loss and a claims process will be developed, recognising that all Councils should mitigate the income loss where ever possible.

Currently the County Council forecasts that the potential additional expenditure in the first 3 months (to the end of June) of Covid 19 could accrue to £5.2 and the potential loss in income for the same period is in the region of £6.2m

It is expected and is being evaluated that additional costs will continue into the future months post June as we reset and recover services

ICT

There has been a requirement to develop and implement new software solutions to accommodate some of the urgent decisions taken in light of Covid-19. All these solutions have been developed internally. To comply with Government advice for all staff to work from home if they could then a major piece of work was carried out on the authorities infrastructure to ensure it could sustain an increased remote workforce – capital funds were used to purchase the required hardware.

Risk Management Issues

Risk implications of each decision were assessed by the Director when the decision was made. Decisions were made urgently to mitigate and minimise the risk potential.

As all claims for additional expenditure will be assessed by WG, some costs may fall back on the Authority.

Physical Assets

Decision taken 18.03.20 to close schools involves physical assets. The closures, however, are temporary and these assets will be brought back into education use at the appropriate time.

Decision taken 21.04.20 to undertake ecological surveys in respect of proposed Pentre Awel Zone 1 development will ensure that the building works programme is not unduly delayed and physical development of this key strategic project can commence as soon as appropriate.

Decision taken 21.04.20 to appoint WSP and Asbri to discharge relevant planning conditions, and make a limited start on site at Burry Port by carrying out infrastructure works, will safeguard the current planning permission and facilitate future physical development.

Staffing Implications

In accordance with the Authority's constitutional Urgency Provisions to deliver the requirements of Social/Physical distancing. Failure to observe statutory Health & Safety requirements could lead to legal challenge.

CONSULTATIONS

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

Signed: Wendy Walters Chief Executive

1. Scrutiny Committee

None

2. Local Member(s)

Not applicable

3. Community / Town Council

Not applicable

4. Relevant Partners

UK Government; Welsh Government; Public Health Wales; Leader; PEB (30.03.20, 14.04.20)

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
Gold Command Action Notes		Chief Executive
Departmental Action Logs		Various Departmental action logs on CFP

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Decision Date	Name of Officer	Post Title	Department / Division	Decision Taken	Reasons for Decision	Financial Implications (if any)
18.03.20	Gareth Morgans	Director	Education & Children	To close schools on Friday, March 20th.	To implement Welsh Government directive issued on 18th March to close schools as part of the lockdown.	Unknown at this time
18.03.20	Linda Rees Jones	Head of Administration and Law	Chief Executive's	Democratic meetings have been postponed. Executive Board and Prelim will continue to be held. Planning and Licencing meetings relating to urgent matters will go ahead at the discretion of the chair.	To ensure critical services are maintained	Not applicable
19.03.20	Gareth Morgans	Director	Education & Children Services	To open 2 Childcare Hubs on Monday, March 23rd and a further 11 on Wednesday, March 25th to provide childcare for key workers and support for vulnerable learners.	To implement Welsh Government directive to provide childcare for essential workers as defined by WG.	Unknown at this time
24.03.20	Chris Moore	Director	Corporate Services	Agreed new borrowing drawn from PWLB of £10m for a one year term and £10m for a 2 year term.	To provide cashflow in the short-term for Covid 19 potential costs, in advance of confirmation of cash profiling and release from WG	Interest rates applied to these loans was 1.86% and 1.88%
24.03.20	Chris Moore	Director	Corporate Services	To agree to administer the WG Business Stimulus Grant (NNDR) for Carmarthenshire businesses with RV below £12,000 and for Businesses in the Retail, Hospitality and Leisure sector between £12,000 and £50,000. This includes payment of all grants and the funding of any cashflow.	To support Carmarthenshires businesses hit by Covid 19 lockdown and support Welsh Government	No significant additional cost, although cashflow has been provided and substantial staffing resources has been allocated to this function
25.03.20	Gareth Morgans	Director	Education & Children Services	Provide Children's Services with 20k budget to support the 0-3 Childcare Providers	To address childcare for 0-3 year old children of key workers.	20k budget allocated to address this challenge
01.04.20	Chris Moore	Director	Corporate Services	Treasury Management - Increase the deposit limit on the DMO (Debt Management Office) to £70m (from £40m approved within the Treasury Management Strategy) which will allow the Authority capacity to place all deposits safely.	Allows the Authority capacity to place deposits securely. The DMO is the government deposit which is secure, but only gives a very low interest rate, however my priority is security.	Low initerest payment but funds are secure and is inline in the Treasury Management Policy
02.04.20	Gareth Morgans	Director	Education & Children	A draft Continuity of Learning Plan was shared-compiled by ADEW, Consortia, ESTYN, WG and partners.	To support schools during extended lockdown/distance learning	Possible costs in relation to IT hardware and connectivity as well as resources for families.
03.04.20	Jason Jones	Head of Regeneration	Chief Executives	To provide financial support to food banks and to fund food purchase and delivery foof family food parcels	To support families and reisdents suffering hardship	Reallocation of grants and internal budget reserves to fund £100k support for food banks and £250k for family food packs.
15.04.20	Jason Jones	Head of Regeneration	Chief Executives	Award of carmarthenshire Business Flood Grant in sum of £2,500 to (name withheld).	To safeguard a business affected by flooding	Core Budget (£2,500)
15.04.20	Jason Jones	Head of Regeneration	Chief Executives	Award of carmarthenshire Business Flood Grant in sum of £2,500 to (name withheld).	To safeguard a business affected by flooding	Core Budget (£2,500)
15.04.20	Jason Jones	Head of Regeneration	Chief Executives	Award of Carmarthenshire Business Start Up Grant in the sum of £10,000 to (name withheld).	To support a start up enterprise	Core Budget (£10,000)
15.04.20	Jason Jones/Chris Moore	Joint Decision Director of Corporate Services/Head of Regeneration	Chief Executives/Corporate Services	3 month rent free for Council business tenants (commercial, markets, retail, industrial and farms).	To support Council business tenants	Loss of income - Approx £825,000

16.04.20	Jason Jones/Chris Moore	Joint Decision Director of Corporate Services/Head of Regeneration	Chief Executives/Corporate Services	Rent relief scheme for small county businesses	To support small businesses suffering hardship	£500,000
17.04.20	Chris Moore	Director	Corporate Services	Adoption of a rate relief scheme being made available to billing authorities by Welsh Government for 2020/21 in response to the Covid-19 emergency. This scheme provides the Retail, Leisure and hospitality sector with 100% rate relief for 2020/21. This rate relief scheme includes shops, pubs, restaurants, gyms, performance venues and hotels and is for properties with the Rateable Value of £500,000 or below.	To allow the rate relief to be applied to the properties registered on the NNDR register within Carmarthenhire	Scheme Funded by Welsh Government . initial
18.04.20	Chris Moore	Director of Corporate Services/ Director of Environment - Joint Decision	Corporate Services	Agreement to Lease for Body Storage and fit out of unit	To provide capacity if required for excess body storage	Six months cost, including fit out and 6 months lease £220k
21.04.20	Chris Moore	Director	Corporate Services	Pentre Awel – Approved commissioning of surveys that can only be done seasonally and are essential to discharge planning permission pre commencement conditions.	Failure to undertake these surveys will delay delivery of zone 1 building works by 12 months	£150K CCC Pentre Awel City Deal
21.04.20	Chris Moore	Director	Corporate Services	Burry Port Infrastructure – Approved appointment of WSP / Asbri to discharge relevant pre commencement planning conditions and undertake an agreed start on site prior to November 2020. Proposed site works to be undertaken via direct award to DLO.	To safeguard the planning application via a limited start on site.	£250k inclusive of works WG JV

EXECUTIVE BOARD DATE: 1ST JUNE, 2020

REPORT OF THE STATUTORY DIRECTOR OF SOCIAL SERVICES

Purpose:

Under the Code of Practice issued under the Social Services and Wellbeing Act the Statutory Director of Social Services has a duty to advise councillors on – amongst other things – the challenges, risks and circumstances where staff issues affect our ability to discharge our statutory responsibilities, and to brief the Chief Executive and councillors on matters likely to cause public concern, and strategies to deal with those situations.

This report reflects the position of key Social Services in Carmarthenshire during the National Emergency caused by Covid 19. This is a summary report only and does not include all areas of activity. These will be covered in the Director of Social Services annual report later in the year or by any further notes of advice deemed necessary to report.

Recommendations / key decisions required:

This summary report highlights actions and the position in:

- Domiciliary Care
- Residential Care
- Other Key Services

The Executive Board are asked to note the position and confirm these actions.

Reasons:

To inform members and the public and the position in relation to key services

Relevant scrutiny committee to be consulted : NO

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

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

Directorate

Communities

Name of Head of Service:

Jake Morgan

Designations:

Director of Community Services

Tel Nos.

01267 224698

E Mail Addresses:

JakeMorgan@carmarthenshire.gov.uk

**EXECUTIVE SUMMARY
EXECUTIVE BOARD
1ST JUNE, 2020**

**SUBJECT:
REPORT OF THE STATUTORY DIRECTOR OF SOCIAL
SERVICES**

Under the Code of Practice issued under the Social Services and Wellbeing Act the Statutory Director of Social Services has a duty to advise councillors on – amongst other things – the challenges, risks and circumstances where staff issues affect our ability to discharge our statutory responsibilities, and to brief the Chief Executive and councillors on matters likely to cause public concern, and strategies to deal with those situations.

This is a summary report only and does not include all areas of activity. These will be covered in the Director of Social Services' annual report later in the year or by any further notes of advice deemed necessary to report.

In March we were at the start of a National Emergency with pressures growing as the incidents of Coronavirus infection grew in the county. Many services had ceased altogether with provision being modified to prioritise care to our most vulnerable clients based on individual risk assessments. The position has since developed with new systems now in place to manage risk alongside serious concerns across Wales in relation to the residential sector. Immediate service failure is still a risk in some areas and in others the service delivery model is under increasing strain. This notice reflects that overall position.

Overall the response by the council has been effective in maintaining social care services in extraordinarily difficult circumstances. Significant support financially and direct intervention and support by the Leader of the council, Lead member and the Chief Executive has contributed to the maintenance of most core provision to a good standard despite facing unprecedented challenges. The impact of the virus on residents in care homes is a serious and ongoing concern in Carmarthenshire as it is across much of Wales.

Throughout this emergency our thoughts are with those residents, care staff and families who have been impacted on so tragically by this virus.

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: **Jake Morgan** Director of Community Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE
Directly relating to this update report	Directly relating to this update report	Directly relating to this update report	Directly relating to this update report	Directly relating to this update report	Directly relating to this update report	Directly relating to this update report

CONSULTATIONS

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

Signed: **Jake Morgan** Director of Community Services

1. Scrutiny Committee – N/A
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

EXECUTIVE BOARD PORTFOLIO HOLDER(S) AWARE/CONSULTED:

YES

Cllr. J. Tremlett has been fully consulted with the content of the report.

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

1. Introduction

Under the Code of Practice issued under the Social Services and Wellbeing Act the Statutory Director of Social Services has a duty to advise councillors on – amongst other things – the challenges, risks and circumstances where staff issues affect our ability to discharge our statutory responsibilities, and to brief the Chief Executive and councillors on matters likely to cause public concern, and strategies to deal with those situations.

This is a summary report only and does not include all areas of activity. These will be covered in my annual report later in the year or by any further notes of advice I deem necessary to report.

In March we were at the start of a National Emergency with pressures growing as the incidents of Coronavirus infection grew in the county. Many services had ceased altogether with provision being modified to prioritise care to our most vulnerable clients based on individual risk assessments. The position has since developed with new systems now in place to manage risk alongside serious concerns across Wales in relation to the residential sector. Immediate service failure is still a risk in some areas and in others the service delivery model is under increasing strain. This notice reflects that overall position.

Overall the response by the council has been effective in maintaining social care services in extraordinarily difficult circumstances. Significant support financially and direct intervention and support by the Leader of the council, Lead member and the Chief Executive has contributed to the maintenance of most core provision to a good standard despite facing unprecedented challenges. The impact of the virus on residents in care homes is a serious and ongoing concern in Carmarthenshire as it is across much of Wales.

Throughout this emergency our thoughts are with those residents, care staff and families who have been impacted on so tragically by this virus.

2. Domiciliary care

With Support from Executive Board and the Chief Executive I was able to take early action to support the workforce. These steps included:

- Redeploy day service officers to deliver care.
- Reconfigure larger packages of care based on risk assessments.
- Introducing fast track training and rolling recruitment.
- Putting in place a recruitment and retention package for in house care staff. This is reviewed monthly.
- Increasing commissioned domiciliary care rates temporarily by a pound an hour.
- Introducing upfront payment for commissioned hours for domiciliary care agencies to ensure cash flow is maintained in the sector.

It has since been agreed that these initiatives will continue until the end of May when they will be reviewed.

Our fast track recruitment process has been extremely successful. 15 new carers have been appointed with this number compensating for the additional COVID 19 related absence. General sickness is substantially down and many staff who work part time are willing to do additional hours.

Our commissioned care agencies are managing relatively well despite being under pressure. My overall assessment continues to be that our services are maintaining well in the circumstances. Members should note however that there is a considerable risk to be managed going forward.

I can report that the change in national policy in April, and the now good supply and provision of protective equipment to the sector, has made a profound difference in the feeling of safety and security for staff. Without this change in national policy, I am of the view that the service would have been unsustainable.

When considering the impact of COVID 19, data is difficult to manage with the local picture still evolving and national data being of variable quality. In looking at the impact of the virus on service users receiving domiciliary care the figure we can be most confident in is the number of deaths we experience in the service when compared against the number we would normally expect at this time of year. At the time of writing there seems to be no significant difference in the number of deaths from those receiving domiciliary care than from the level we would normally experience in the service.

My thanks need to go to the hundreds of Domiciliary care staff and their managers who have maintained the service throughout the crisis. Their performance has exceeded what could have been reasonable expected and many of our most vulnerable people are safer as a result.

3. Residential Care

Actions we took in March included- Funding every care place for older people we purchase with a temporary additional £50 per week. This is reviewed on a monthly basis through our emergency command structures. We were among the first to put a no visitors policy in all homes and subsequently to cease admissions without a negative test.

In March the emerging evidence was that there had been a substantial number of deaths in other countries in nursing home facilities. At the time Investigations into deaths in a Seattle nursing home in the US concluded that symptoms *'aren't enough to identify who is infected once the coronavirus enters a long term care facility'* The report concluded that *'as soon as there is a confirmed case all health care workers should don masks and other protective garments and residents should be isolated as much as possible'* The report also found that of 23 residents who tested positive, only 10 had symptoms on the day they were tested.

Concerns in Carmarthenshire were exacerbated by the delays and limited number of tests available. At the beginning of April only 80 tests a day were available for this

health board area and delays in getting results were frequent with the testing of care staff only requested on a case by case basis.

In March there were also widespread concerns across the sector at the guidance on the use of PPE that had been re-issued at the end of March. Formal concerns were raised by ADSS Cymru and on behalf of the council by the Leader to Welsh Government. New comprehensive guidance was issued by Public Health Wales on the 2nd April:

<https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

Whilst supplies were not initially adequate to meet the guidance in full for the whole care sector, they have since progressively improved with supply from Welsh Government now enough to enable providers to comply with the guidance. We have also seen successful procurement of protective equipment direct by the authority. At the time of writing we have distributed over 1.5 million items of protective equipment to the care sector.

Locally we have a well-resourced centralised distribution system that can deliver PPE 7 days a week, 24 hours a day. When we have identified a small number of providers not following the guidance all have complied after intervention and support from our commissioning team.

At the time of writing we have 11 residential care and nursing homes in the public and private sector who have symptomatic residents or confirmed cases of COVID 19. More than half of these also have staff with positive test results. We anticipate this number will grow as testing increases.

Accurately recording the impact on residents in care homes is difficult with some residents infected but asymptomatic and many whose health was severely compromised prior to infection. The most reliable measure is the number who die in residential care in excess of what we would have ordinarily expected. This time last year we experienced 22 deaths over the 30 days up until the 15th of May. In the last 30 days there has, tragically been 47 deaths across the residential and nursing sector. This is broadly consistent with the most recent national O.N.S figures for much of South and East Wales although our figures are calculated differently so caution should be taken before reaching conclusions at this early stage. Whilst there may be some natural variation in the data, our early analysis indicates this increase is largely down to COVID 19 related disease. Of those residents who have tested positive since monitoring began approximately 60% have since become symptom free. Thus, we can see that whilst the virus is devastating to this population many frail and elderly residents can and do recover. Early evidence locally is that the likelihood of recovery has a strong correlation with the general health of the resident before the infection. Moving forward ensuring we can evidence that all residents receive the highest quality of health care based on their needs as individuals will be a priority for us.

Action to support homes includes:

- **The issuing of PPE** – We now have the guidance and the equipment we need to protect staff and residents.
- **Increased Testing**- In the last two weeks the Health-Board has successfully co-ordinated systematic testing in care homes. Where there is an outbreak in a home mobile unit test all staff and residents in these homes on a weekly basis. The importance of this has been highlighted with substantial numbers of staff (and some residents) who are A-symptomatic testing positive in several homes. It is evident that without the testing of asymptomatic staff and residents, these outbreaks are impossible to adequately contain. Whilst there were substantial delays in getting adequate testing in place our Local Health Board has been among the most proactive in Wales. As has been nationally reported, testing has only very recently been made available to all care home staff and residents. We are working on a plan with the health board to have completed the screening of all care home residents and staff in the next few weeks.
- **Revised Admission Criteria**- No admissions to care homes are allowed without a negative test in place. When discharged from hospital the guidance now requires a further period of shielding after a negative test.
- **Improved Infection control**- Substantial work has been done by the Health Board advising and supporting homes with infection prevention and control, the use of PPE and the separation of infected and non-infected residents into red and green zones within settings. Additional funds have been allocated to increase the volume of advice and support in this important area as we move forward. Partnership working with the Local Health Board has been assisted by our integrated management structure in the county.
- **Direct Intervention** - A sector leading escalation and monitoring process is in place where each home is monitored, and risk assessed daily. Joint interventions can be agreed into all care provision by the Health Board and the Local Authority. This has been successful in two homes in helping them manage substantial outbreaks.
- **Financial Support** - Substantial financial support is in place with a premium being paid to all homes per placement and selective support in relation to voids where homes are unable to take placements because of infections. To date we have seen no homes fail although a small number are under significant financial pressure. Determination of further funding from Welsh government to support the sector beyond May will be essential to avoid a significant collapse of care homes across the county.

Tribute should be paid to our remarkable care staff and managers whose commitment in dealing with the most difficult of situations has been outstanding. Sickness levels in this staff group are now lower than they have been prior to the National emergency.

4. Other key Services:

All day care provision continues to be suspended with care packages assessed and staff supporting clients in the community where necessary.

Proactive calls from Llesiant Delta Wellbeing and social work teams monitor those who are vulnerable. To date they have made over 6000 proactive calls to shielded residents. Many of these have resulted in bespoke interventions to support isolated people.

Children's social work continues to maintain all statutory monitoring and to have the capacity to act when necessary. Care proceedings continue to be issued. Children's cases have been risk assessed by the Head of Children's Services so the most vulnerable can be prioritised for monitoring and support. Some of the most vulnerable children have been provided with day care at school hubs. No children's homes have been affected by confirmed cases.

Adult Mental Health Practitioner numbers are low, and it is proving extremely challenging to maintain adequate cover. However, at present it is maintaining its core statutory service.

The Authority are compliant with the WG Discharge (from hospital) Requirements for the COVID 19 emergency period. This has significantly contributed to the Health Board's business continuity planning in expediting discharge from hospital in readiness for the anticipated demand on acute services by our population related to COVID 19. The position outlined above in relation to domiciliary care resilience and capacity is such that very few patients' transfer home from hospital with care is delayed beyond 48 hours unless necessary. For those individuals who require transfer from hospital to a care home (either existing residents or new placements) and who continue to test positive to COVID 19, arrangements have been made with the Health Board to ensure that care is provided in the most suitable of environments to meet their needs until their test results return a negative result. At times of escalated pressure and risk within the acute hospital setting this may be facilitated in one of our Field Hospitals however to date this has not been deemed necessary by the Health board. There is capacity in our acute hospitals at present with all categorised as 'green' at the time of writing.

Following conversion of three settings by the local authority all Field Hospitals are in a state of operational readiness should they be required.

7. Conclusion:

This report highlights the significant ongoing risk to residents in Residential and Nursing homes with a substantial, ongoing increase in excess deaths because of COVID 19 infections. This is an issue that is of the highest possible priority in the local authority.

Domiciliary Care is relatively stable with some early evidence that services and risks are being managed well. Other statutory services are under pressure but

also holding up well. Any significant risks going forward will be considered carefully and reported where necessary.

Jake Morgan

Statutory Director of Social Services

Carmarthenshire County Council