

Document Pack



Mark James LLM, DPA, DCA
Prif Weithredwr,
Chief Executive,
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County Hall, Carmarthen. SA31 1JP

WEDNESDAY, 28 SEPTEMBER 2016

TO: ALL MEMBERS OF THE POLICY & RESOURCES SCRUTINY COMMITTEE

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **POLICY & RESOURCES SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL, CARMARTHEN AT 10.00 AM ON WEDNESDAY, 5TH OCTOBER, 2016** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Martin S. Davies
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E-Mail:	MSDavies@carmarthenshire.gov.uk
Ref:	AD016-001

POLICY & RESOURCES SCRUTINY COMMITTEE 13 MEMBERS

PLAID CYMRU GROUP – 5 MEMBERS

- | | | |
|----|------------|------------------------|
| 1. | Councillor | G. Davies (Vice-Chair) |
| 2. | Councillor | J.K. Howell |
| 3. | Councillor | A. Lenny |
| 4. | Councillor | D. Price |
| 5. | Councillor | D.E. Williams |

INDEPENDENT GROUP – 4 MEMBERS

- | | | |
|----|------------|-------------------------|
| 1. | Councillor | S.M. Allen |
| 2. | Councillor | W.J.W. Evans |
| 3. | Councillor | A.G. Morgan |
| 4. | Councillor | D.W.H. Richards (Chair) |

LABOUR GROUP – 4 MEMBERS

- | | | |
|----|------------|--------------|
| 1. | Councillor | T. Devichand |
| 2. | Councillor | J.S. Edmunds |
| 3. | Councillor | A.W. Jones |
| 4. | Councillor | R. Thomas |

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTEREST
3. DECLARATION OF PROHIBITED PARTY WHIPS
4. PUBLIC QUESTIONS (NONE RECEIVED)
5. 2016/17 IMPROVEMENT PLAN CORPORATE PERFORMANCE MONITORING REPORT. 5 - 8
6. 2016/17 IMPROVEMENT PLAN DEPARTMENTAL PERFORMANCE MONITORING REPORT. 9 - 38
7. STRATEGY TO PROMOTE THE WELSH LANGUAGE. 39 - 74
8. REVENUE AND CAPITAL BUDGET MONITORING REPORT 75 - 102
9. QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT. 103 - 118
10. POLICY & RESOURCES SCRUTINY COMMITTEE - ANNUAL REPORT 2015/16. 119 - 140
11. FORTHCOMING ITEMS. 141 - 142
12. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 9TH JUNE 2016. 143 - 148

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POLICY & RESOURCES SCRUTINY COMMITTEE 5th OCTOBER 2016

2016/17 Improvement Plan Corporate Performance Monitoring Report Quarter 1 – 1st April to 30th June 2016

To consider and comment on the following issues:

- That the Scrutiny Committee considers the information contained within the report that spans across all departments, to make comments or proposals as appropriate and to satisfy itself regarding the performance of the Authority and its progress.

Reasons:

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders: All members of the Executive Board

Directorate:	Designations:	Tel Nos. / E-Mail Addresses:
Chief Executive's		
Name of Head of Service: Wendy Walters	Assistant Chief Executive (Regeneration & Policy)	01267 224112 wswalters@carmarthenshire.gov.uk
Report Author: Eva Hope	Departmental Performance Management Officer (Chief Executive's Department)	01267224484 ehope@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE

5th OCTOBER 2016

2016/17 Improvement Plan Corporate Performance Monitoring Report

Quarter 1 – 1st April to 30th June 2016

Below is an overview of progress against the actions and measures in the 2016/17 Improvement Plan for the whole Authority, as at 30th June 2016 and broken down by Scrutiny.

Breakdown as per Scrutiny	Total	On target	Off target	Currently not available	Annual	Overall % on Target
Community Scrutiny	45	38	5	0	2	84%
Education & Children's Services Scrutiny	84	50	3	7	7	60%
Environmental & Public Protection Scrutiny	52	36	5	0	11	69%
Social Care & Health Scrutiny	25	21	4	0	0	84%
Policy & Resources Scrutiny	86	78	5	0	3	91%
Overall Performance	292	223	22	7	40	76%

The 'off target' and 'currently not available' deliverables have been discussed at their appropriate Scrutiny.

There are 15 new Social Care Act measures with no targets set for 2016/17 due to lack of baseline data (12 Children's Services and 3 Adult Services). These measures have not been included in the above figures and majority have been set up as annual due at the end of the year.

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: **Wendy Walters** **Assistant Chief Executive (Regeneration & Policy)**

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

<p>1. Policy, Crime & Disorder and Equalities Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.</p>
<p>2. Legal Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.</p>
<p>5. Risk Management Issues This report refers to all actions and measures in the 2016/17 Improvement Plan. Potential risks addressed are:</p> <ul style="list-style-type: none"> • regulatory report recommendations • comments on not meeting our own goals – actions and measures • meeting statutory targets • improvement and comparative data for national measures

CONSULTATIONS

<p>I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below: Signed: Wendy Walters Assistant Chief Executive (Regeneration & Policy)</p>	
<p>1. Local Member(s) – N/A 2. Community / Town Council – N/A 3. Relevant Partners – N/A 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</p>	
<p>Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:</p>	
<p>THESE ARE DETAILED BELOW:</p>	
Title of Document	File Ref No. / Locations that the papers are available for public inspection
CCC Annual Report 2015/16 & Improvement Plan 2016/17	http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A
Performance Measurement Records	Performance Management Unit, Regeneration & Policy Division
Departmental Business Plans 2016/17	Performance Management Unit, Regeneration & Policy Division
Carmarthenshire Integrated Community Strategy 2011-16	www.thecarmarthenshirepartnership.org.uk
CCC Corporate Strategy 2015-20	http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf
Budget Monitoring Reports	Corporate Services Department

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POLICY & RESOURCES SCRUTINY COMMITTEE 5th OCTOBER 2016

2016/17 Improvement Plan Departmental Performance Monitoring Report

Quarter 1 – 1st April to 30th June 2016

To consider and comment on the following issues:

That the Committee scrutinises the 2016/17 Improvement Plan Performance Monitoring Report for Quarter 1. The report includes:

- Actions and measures in the 2016/17 Improvement Plan relevant to the Committee's remit.

Reasons:

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

- Cllr. David Jenkins (Resources)
- Cllr. Pam Palmer (Communities)
- Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)

Directorates:	Designations:	Tel Nos. / E-Mail Addresses:
Chief Executive's / Corporate Services Names of Heads of Service: Paul R. Thomas	Assistant Chief Executive (People Management & Performance)	01267 246123 porthomas@sirgar.gov.uk

Names of Heads of Service:	Designations:	Tel Nos. / E-Mail Addresses:
Wendy Walters	Assistant Chief Executive (Regeneration & Policy)	01267 224112 wswalters@carmarthenshire.gov.uk
Owen Bowen	Interim Head of Financial Services	01267 224886 obowen@carmarthenshire.gov.uk
Noelwyn Daniel	Interim Head of ICT Services	01267 246270 ndaniel@sirgar.gov.uk
Jonathan Fearn	Head of Property Maintenance & Construction	01267 246244 jfearn@carmarthenshire.gov.uk
Linda Rees Jones	Head of Administration & Law	01267 224010 lrjones@carmarthenshire.gov.uk
Phil Sexton	Head of Audit, Risk & Procurement	01267 246217 psexton@carmarthenshire.gov.uk
Report Authors: Eva Hope	Departmental Performance Management Officer (Chief Executive's Department)	01267224484 ehope@carmarthenshire.gov.uk
Tracey Thomas	Principal Business Development Officer (Corporate Services)	01267 246202 trthomas@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE

5th OCTOBER 2016

2016/17 Improvement Plan Departmental Performance Monitoring Report Quarter 1 – 1st April to 30th June 2016

The attached report sets out the progress against the actions and measures in the 2016/17 Improvement Plan relevant to the Committee's remit (Chief Executive's and Corporate Services' Departments), as at 30th June 2016.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

We 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 R. Thomas** **Assistant Chief Executive (People Management & Performance)**

Wendy Walters **Assistant Chief Executive (Regeneration & Policy)**

Chris Moore **Director of Corporate Services**

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

- 1. Policy, Crime & Disorder and Equalities**
Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.
- 2. Legal**
Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.
- 5. Risk Management Issues**
This report refers to all actions and measures in the 2016/17 Improvement Plan within the Committee's remit. Potential risks addressed are:
- regulatory report recommendations
 - comments on not meeting our own goals - actions and measures
 - meeting statutory targets
 - improvement and comparative data for national measures

CONSULTATIONS

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

Signed: **Paul R. Thomas** **Assistant Chief Executive (People Management & Performance)**

Wendy Walters **Assistant Chief Executive (Regeneration & Policy)**

Chris Moore **Director of Corporate Services**

- 1. Local Member(s) – N/A**
- 2. Community / Town Council – N/A**
- 3. Relevant Partners – N/A**
- 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.**

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

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Title of Document	File Ref No. / Locations that the papers are available for public inspection
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Departmental Business Plans 2016/17	Performance Management Unit, Regeneration & Policy Division
Carmarthenshire Integrated Community Strategy 2011-16	www.thecarmarthenshirepartnership.org.uk
CCC Corporate Strategy 2015-20	http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf
Budget Monitoring Reports	Corporate Services Department



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17

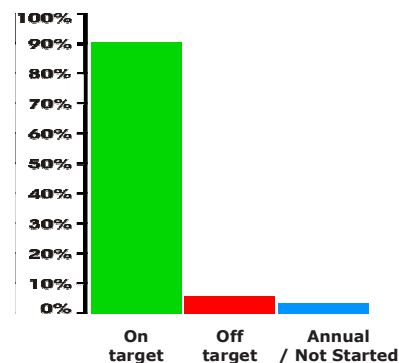


Filtered by:
Organisation - Carmarthenshire County Council
Source document - Improvement Plan 2016/17

The table below provides a summary progress against target for the Actions and Measures contained within the selected document

		Total	On target	Off target	Not reported	Not available	Annual / Not started	% on target	Overall % on target
A. Making Better Use of Resources	Actions	27	25	0	0	N/A	2	93%	93%
	Measures	3	3	0	0	0	0	100%	
B. Building A Better Council	Actions	41	39	2	0	N/A	0	95%	89%
	Measures	5	2	3	0	0	0	40%	
F. Carmarthenshire's communities and environment are sustainable	Actions	1	1	0	0	N/A	0	100%	100%
G. Carmarthenshire has a stronger and more prosperous economy	Actions	5	5	0	0	N/A	0	100%	89%
	Measures	4	3	0	0	0	1	75%	
Overall Performance	Actions and Measures	86	78	5	0	0	3	91%	

Performance against Target



OFF TARGET



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



Theme: B. Building A Better Council							
Sub-theme: B1 Openness, trust, honesty, integrity							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
% of Freedom of Information Act request responded to in 20 working days 2.1.1.17	Not applicable		Q1: 92.12 End Of Year: 93.49	Target: 94.00 Result: 91.06 Calculation: (224÷246) × 100	Target: 94.00	Target: 94.00	Target: 94.00
Comment	By the end of quarter 1, a total of 22 requests were not responded to within the required 20 working days. This was a result of delays in receiving information from departments, incomplete information being received from departments and administrative errors. The time taken to obtain approval from senior managers to release information was also a factor.						
Remedial Action	Awareness raising through departmental co-ordinators is ongoing, to ensure that requests are identified and passed on to the FOIA team immediately. Continual monitoring of deadlines for responses from departments is ongoing and those overdue are being chased.						
Service Head: Wendy S Walters				Performance status: Off target			



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: B. Building A Better Council			
Sub-theme: B2 Putting customers first			
Action	12012	Target date	31/03/2017
Action promised	We will facilitate and promote a channel shift to enable customers to manage their own interactions with the Council. This will include the development of 'My Account' on the Council website to specifically encourage more online take up of services.		
Comment	Slight delays arising from changes to leadership of IT. Nevertheless, a 'Firmstep' product has been purchased to provide an 'e-forms' package. This also includes a 'My Account' feature. This will be in place by the beginning of September to enable its use by schools for cashless catering.		
Remedial Action	Revised IT delivery/actions plans being developed and rolled out under new IT Leadership.		
Service Head: Wendy S Walters	Performance status: Off target		



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



Theme: B. Building A Better Council Sub-theme: B5 Valuing our staff								
Measure Description	2015/16 Comparative Data			2016/17 Target and Results				
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year	
The percentage of employees including teachers and school based staff who leave the employment of the local authority, whether on a voluntary or involuntary basis CHR/001	Not applicable		Q1: 0.93 End Of Year: 6.22	Target: 1.00 Result: 1.26 Calculation: (102 ÷ 8064.5) × 100	Target: 4.00	Target: 5.00	Target: 7.00	
Comment	Slightly up on last year but within reasonable levels. Turnover is relatively low.							
Remedial Action	None							
Service Head: Paul R Thomas						Performance status: Off target		
Measure Description	2015/16 Comparative Data			2016/17 Target and Results				
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year	
The number of working days/ shifts per full time equivalent (FTE) local authority employee lost due to sickness absence. CHR/002	9.6	10.2	Q1: 2.4 End Of Year: 10.1	Target: 2.0 Result: 2.4 Calculation: 15076.4 ÷ 6233.4	Target: 4.0	Target: 6.8	Target: 9.6	
Comment	We set a slightly more challenging target of 2.0 days for quarter 1 this year. Therefore despite not meeting the target the result remains constant when compared to this period last year. Each department has reported similar sickness absences year on year, with Communities improving their performance to 2.7 days compared to 3.1 last year.							
Remedial Action	We shall continue to promote the consistent application of the sickness policy, support managers via HR and Occupational Health as required, especially with more complex cases. We shall continue to improve and support the culture of good health and wellbeing together with monitoring of attendance in teams and by management, to ensure that action is taken when there is a cause for concern or when triggers are reached.							
Service Head: Paul R Thomas						Performance status: Off target		



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: B. Building A Better Council
Sub-theme: B8 Improving our services

Action	12039	Target date	31/03/2017
Action promised	We will implement an online electronic booking system and allow phased public access for making appointments for the Registrar.		
Comment	Agreement was reached on the preferred product and the means to host it. However, the process has been paused again to review the impact of the new Welsh Language Standards on the use of this product		
Remedial Action	Review of the possible impact of the Welsh Language Standards.		
Service Head: Wendy S Walters	Performance status: Off target		

ON TARGET ETC.



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



Theme: A. Making Better Use of Resources							
Sub-theme: A1 Improve the Management of Finances and Procurement							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Percentage performance against target to generate capital receipts to support the capital program 2.1.2.12	Not applicable		Q1: 8.48 End Of Year: 74.71	Target: 20.00 Result: 20.55 Calculation: (538537 ÷ 2620000) × 100	Target: 30.00	Target: 40.00	Target: 100.00
Service Head: Wendy S Walters			Performance status: On target				
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
The percentage of council tax due for the financial year which was received by the authority CFH/007	Not applicable		Q1: 30.30 End Of Year: 96.63	Target: 31.00 Result: 32.14 Calculation: (27844922.79 ÷ 86644791.99) × 100	Target: 58.00	Target: 85.00	Target: 97.00
Service Head: Owen Bowen			Performance status: On target				
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
The percentage of non-domestic rates due for the financial year which were received by the authority CFH/008	Not applicable		Q1: 37.03 End Of Year: 98.40	Target: 33.00 Result: 35.01 Calculation: (17100026.19 ÷ 48840426.5) × 100	Target: 60.00	Target: 85.00	Target: 97.50
Comment	The target reflects the expectation that the Welsh Government's withdrawal of the Wales Retail Relief scheme would have a detrimental effect on collection. Actual result is ahead of that target although down on last years comparative period.						
Service Head: Owen Bowen			Performance status: On target				



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: A. Making Better Use of Resources			
Sub-theme: A1 Improve the Management of Finances and Procurement			
Action	11974	Target date	31/03/2017
Action promised	We will improve financial reporting by monitoring and reporting on individual savings targets to ensure that areas of over and under achievement are explicitly identified enabling effective challenge, remedial action and sharing of good practice.		
Comment	First monitoring report currently being compiled in line with the 2016-17 budget monitoring timetable. First report to be based on April to June 2016		
Service Head:	Owen Bowen	Performance status:	On target
Action	11975	Target date	31/03/2017
Action promised	We will improve financial reporting by providing sufficient information on reserves and a clear audit trail for decisions regarding reserves.		
Comment	Draft Reserves Strategy report prepared based upon end of year position as at 31st March 2016. Report will go forward to September meeting of the Executive Board.		
Service Head:	Owen Bowen	Performance status:	On target
Action	11976	Target date	31/03/2017
Action promised	We will improve financial reporting by liaising with Members to ensure financial information is appropriate to their needs.		
Comment	New budget monitoring format trialled with Executive Board and Scrutiny Committees. Slight amendments to presentation being made following feedback from Environment Scrutiny		
Service Head:	Owen Bowen	Performance status:	On target
Action	11977	Target date	31/03/2017
Action promised	We will continue to implement a balanced work programme to ensure that the 'Transform, Innovate and Change' (TIC) programme can support and promote longer term, sustainable change and improvement, whilst also recognising the need to focus on meeting the financial challenges in the short term/medium term.		
Comment	The team has recently undertaken a 'pause and reflect' exercise with the aim of ensuring that TIC projects are focussed on delivering key corporate/organisational priorities and helping the authority to meet its financial challenges over the coming years.		
Service Head:	Robin Staines	Performance status:	On target
Action	11978	Target date	31/03/2017
Action promised	We will ensure the maximum use of Community Benefits in all procurements where such benefit can be realised and report those benefits on all contracts over £1m.		
Comment	Community Benefits continues to be of high importance in Procurement activity, and has been included in a number of recent tenders. Namely, Bus Services, Flying Start and Floating Support all including clauses in the tender documentation. Work is on-going to support successful suppliers who have been awarded work with the Authority. Most recently we have met with Domiciliary Care providers and have a planned timetable to meet with our current Bus Services suppliers to work alongside them to maximise the benefits offered. We are currently working with a number of the modernising education school projects appointed contractors to maximise the Community Benefits that have been tendered. We have met with TRJ and Dawnus contractors with an aim of regular contact to support them in their Community Benefits delivery. We recently attended a training session with Melin Housing Association to share best practice with an aim of improving the monitoring and reporting forms we ask our suppliers to complete to feed into the Welsh Government's Measurement Tool. The aim is to make it much easier for our suppliers to capture the requirement information,		
Service Head:	Phil Sexton	Performance status:	On target
Action	11980	Target date	31/03/2017
Action promised	We aim to strengthen procurement arrangements by reviewing the reasons for non-compliance with procedures and taking corrective action to prevent these re-occurring.		
Comment	New spend date from Spikes has been received for the Financial year 2015-2016 which is currently being analysed alongside the 2014-2015 data already reviewed as part of the TIC's procurement Spend Analysis. 8 Work streams have been identified by the Procurement project Board and work is on-going in this areas.		
Service Head:	Phil Sexton	Performance status:	On target
Action	11981	Target date	31/03/2017
Action promised	We aim to strengthen procurement arrangements by further developing the e-tender Wales Bravo solutions software for Contracts and Tender registers.		
Comment	Bravo is used to support the Authority's e-tendering and this now supports the Council's Contract Register. This work is on-going to capture historic contracts that have been uncovered as part of the TIC review. CPU are considering additional fields that would be required to support a Tender Register.		
Service Head:	Phil Sexton	Performance status:	On target
Action	11982	Target date	30/09/2016 (original target 28/04/2016)
Action promised	We aim to strengthen procurement arrangements by establishing, maintaining and regularly reporting to Audit Committee a list of single tender actions		
Comment	The Draft Contract Procedure Rules contain a clause that requires Officers who make use of the Negotiated Procedure without Prior Publication to report to the Authority's Audit Committee the reasons for the use of this procedure and the subsequent procurement activity undertaken.		
Service Head:	Phil Sexton	Performance status:	On target
Action	11983	Target date	30/09/2016
Action promised	We aim to strengthen procurement arrangements by Reviewing the differences in the use of the Council's framework contracts to drive a more consistent process going forward.		
Comment	As part of the wider visibility of spend across the departments, CPU is actively supporting departments to consider opportunities to widen upcoming tenders for new or renewal contracts/frameworks to incorporate spend from different departments who have similar requirements. One such example of this is the combined tender which will be advertised shortly for Sewerage and Gulley Emptiers as part of a combined approach from Street Scene and Building Services from within the Environment department.		
Service Head:	Phil Sexton	Performance status:	On target
Action	11984	Target date	31/03/2017

Action promised	We will further develop mechanisms to share good practice and learning with other public sector partners as part of the TIC programme.		
Comment	Initial discussions have taken place with the public sector partners in relation to developing an on-going mechanism to share knowledge and good practice across the public sector.		
Service Head: Robin Staines	Performance status: On target		
Action	11987	Target date	30/09/2016
Action promised	We shall improve financial reporting by developing clearer links between financial and service performance including developing joint financial and performance reports to Members		
Comment	Timetabling budget monitoring reports to the same meetings as the performance reports. Exploring the possibility of linking the monitoring reports to the dashboard. Timetable established to ensure that Draft Business plans are presented to Scrutiny committees at the same time as they consider the budget consultation.		
Service Head: Owen Bowen	Performance status: On target		



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: A. Making Better Use of Resources			
Sub-theme: A2 Improve the Management of Property			
Action	11979	Target date	30/04/2016
Action promised	We will report progress against the corporate asset management plan and the office accommodation strategy to Members every six months		
Comment	Corporate Asset Management Plan currently being revised following submission to Corporate Management Team earlier this year. Office Accommodation Strategy will be reviewed to produce draft 2017 - 2020 early next year.		
Service Head: Jonathan Fearn		Performance status: On target	
Action	11988	Target date	31/12/2016
Action promised	We will strengthen the service level asset management plans and improve links between these plans and the overarching corporate asset management plan.		
Comment	A draft Asset Management Plan was presented to Corporate Management team earlier in 2016 and is currently being updated to reflect new structures for property management. Discussions are also underway with the range of Council services to ensure that the AMP fully reflects current strategies, as well as the Well-being of Future Generations Act. A revised AMP will be taken through the political process in the Autumn / Winter. The AMP will include a formal future program for the more-formal review of SAMPs		
Service Head: Jonathan Fearn		Performance status: On target	
Action	11989	Target date	31/03/2017
Action promised	We will continue to develop a strategic approach to Asset Management throughout the organisation by adopting a new Asset Management Plan for 2016-2019		
Comment	Review and update ongoing.		
Service Head: Jonathan Fearn		Performance status: On target	
Action	11990	Target date	31/03/2017
Action promised	We will continue to develop a strategic approach to Asset Management throughout the organisation by continuing to work towards with Town and Community Councils and Third Sector organisations on asset transfer to allow local ownership of assets.		
Comment	Executive Board have agreed timetable for completion and future consultation on Parks playgrounds and amenity assets.		
Service Head: Jonathan Fearn		Performance status: On target	
Action	11991	Target date	31/03/2017
Action promised	We will continue to work towards sharing accommodation with partner organisations where possible to provide savings and multi agency approach to public service delivery		
Comment	Estates Task and Finish workstream under PSB currently looking at multi agency approach to various estates / property functions.		
Service Head: Jonathan Fearn		Performance status: On target	
Action	11992	Target date	31/03/2017
Action promised	We will continue to improve the management of the Council's property portfolios by implementation of the Councils Office Accommodation Strategy which aims to reduce the number of buildings and increase the efficiency of the portfolio		
Comment	Work ongoing in relation to the review of the current Office Accommodation Strategy 2014 -17.		
Service Head: Jonathan Fearn		Performance status: On target	



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: A. Making Better Use of Resources			
Sub-theme: A3 Improve Services by the use of ICT			
Action	11993	Target date	30/04/2016
Action promised	We will ensure that the ICT Work Streams resolve the apparent disconnect between the business and the ICT Service by establishing an ICT steering group with representation from all service departments.		
Comment	An ICT Steering Group has been established and has a Head of Service present from each directorate. It is chaired by the Assistant Chief Executive for People Management and Performance. It's aim will be to provide a strong Corporate Governance framework for ICT.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	11994	Target date	31/10/2016
Action promised	We will ensure that the ICT Work Streams resolve the apparent disconnect between the business and the ICT Service by producing a joint business focused Digital Strategy across Carmarthenshire and Pembrokeshire County Councils.		
Comment	ICT Services are committed to bridging the apparent disconnect between the business and ICT. Three staff ICT drop in sessions have been held across the authority and individual meetings held with all senior management and over 50 service users to listen to 'What they want from ICT'. Work on a Digital Strategy will commence in the Autumn.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	11995	Target date	31/03/2017
Action promised	We will increase opportunities for customers to access Council services via digital technologies by completing the development of 'My Account' by using Firmstep		
Comment	We are in the process of replacing our technology that underpins this action. It is expected by end of Q2 31/09/2016 the new technology will have been configured and in production. This will allow I.T. to engage with the service areas to promote technologies that can allow council services to be delivered online and make use of a My Account to allow access to more personalised information. My Account will be configured Q3/Q4 once the FIRMSTEP platform is in production.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	11996	Target date	31/03/2017
Action promised	We will increase opportunities for customers to access Council services via digital technologies by promoting the use of e-forms to services		
Comment	We are in the process of replacing our technology that underpins this action. It is expected by end of Q2 31/09/2016 the new technology FIRMSTEP will have been configured and in production. This will allow solutions and e-forms to be developed for any service area across the authority to allow them to deliver their services electronically and online. I.T. work closely with Corporate Communications to further promote the use of e-forms.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	11997	Target date	31/08/2017 (original target 31/03/2017)
Action promised	We will ensure technologies and systems are robust and effective in meeting business and customer needs by continuing to roll out of Office 2013 and Skype for business across CCC		
Comment	Currently, approximately 65% of our estate has been upgrade to Office 2013 including Skype for Business. Our intention is to have completed the rollout by the autumn. There will then be a significant drive to market Skype for Business to our users and encourage its adoption to drive communication and efficiencies.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	11998	Target date	31/03/2017
Action promised	We will ensure technologies and systems are robust and effective in meeting business and customer needs by migrating schools to HWB - Welsh Government online learning platform		
Comment	Working closely with colleagues from Education and Welsh government to fully understand the benefits, work load and timescales of a full migration to HWB. We currently have a situation where all pupils in Carmarthenshire have a HWB login and can begin to take advantage of the many benefits. Uptake in schools is regarded as good with Carmarthenshire consistently in the top 5 authorities in Wales for usage. Swansea are fully migrating their digital learning to HWB over the summer. We await the outcome of that with a view to establishing lessons learned. We need to understand when and how Carmarthenshire should migrate.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	11999	Target date	30/06/2016
Action promised	We will simplify, rationalise and streamline processes, procedures and technology to ensure we are delivering the best service possible by consolidating technologies within the data centre environment.		
Comment	A workshop has already been held looking at what could possibly be done, with others workshops being held over the coming months. Improvements will be identified and actioned when suitable & cost effective to do so. Examples of what needs to be done includes moving Internet Feed; Simplify Schools DMZ etc.		
Service Head:	Noelwyn Daniel	Performance status:	On target
Action	12000	Target date	31/03/2017 (original target 30/06/2016)
Action promised	We will simplify, rationalise and streamline processes, procedures and technology to ensure we are delivering the best service possible by improving access to self service options online		
Comment	We are in the process of replacing our technology that underpins this action. It is expected by end of Q2 31/09/2016 the new technology will have been configured and in production. this will allow solutions to be implemented to simplify, rationalise and streamline processes across the authority for our service areas. This will further allow the push to more self service options online.		
Service Head:	Noelwyn Daniel	Performance status:	On target



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ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B1 Openness, trust, honesty, integrity		
Action	12001	Target date 31/03/2017
Action promised	We will ensure all Committees have an up to date Forward Work Programme and have Regular reviews.	
Comment	All Committees had Forward Work Programmes, and these are being regularly reviewed.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12002	Target date 31/03/2017
Action promised	We will publish a Register of Delegated Decisions	
Comment	This matter was considered by Corporate Management Team at its meeting of the 3rd May 2016, when it was agreed that despite such a Register not being a statutory requirement, significant executive decisions by officers would be published, although it was highly unlikely that there would be any, as practice in Carmarthenshire is to refer such decisions to the executive Board. Purely operational decisions will not be published.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12003	Target date 31/03/2017
Action promised	We will ensure that relevant Member Development Plans are in place which will identify learning needs to assist with the Councillor function.	
Comment	The Authority's Democratic Services Committee received a Member Development Plan update at its meeting of the 17/3/16, which outlined the proposed development opportunities to be made available to all members during the period September 2015 - July 2016. The report also commented upon the fact that Group leaders and Deputy Leaders had been reminded of their role in identifying the development needs of their party members and that any additional needs arising from that would form the basis of next year's plan, and if deemed urgent, be added to the current plan.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12004	Target date 30/09/2016
Action promised	We will review the remit of Audit Committee to make sure it is delivering what is expected of it.	
Comment	Meeting held on 18th July 2016. Members considered current remit against the Constitution and CIPFA guidance	
Service Head:	Phil Sexton	Performance status: On target
Action	12005	Target date 31/03/2017
Action promised	We will conduct a sample survey of members to see if there has been an improvement in the information they receive on works or developments being made in their wards. (In particular, as a result of members feedback received in KIOP workshops).	
Comment	This survey has not yet been undertaken, but a random on-line survey will be conducted during the financial year.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12006	Target date 31/03/2017
Action promised	We will produce a Made Simple Guide to the Constitution for both members and the public	
Comment	This Simple Guide to the Constitution has not yet been produced, pending consideration of any further amendments required (or not, as the case may be) by the Constitutional Review Working Group.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12007	Target date 31/03/2017
Action promised	We will continue to review any opportunity to improve the openness and transparency of the Council via the Constitutional Review Working Group and implement any agreed recommendations made by the group who will continue to meet annually	
Comment	There have not been any formal meetings of the Constitutional Review Working Group in the time frame specified, but it is confirmed that following any formal meetings the action notes will be published.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12008	Target date 31/03/2017
Action promised	We will incorporate into the Constitution any new provisions which are within the Local Government Wales Act via the Constitutional Review Working Group	
Comment	This piece of work is on hold pending further information from Welsh Government, following the May 2016 Assembly Election, as to their future proposals.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12009	Target date 31/03/2017
Action promised	We will reflect any requirements of the `Well Being of `Future Generations Act` into the Council process	
Comment	Any requirements for changes to the Constitution arising from this piece of legislation will be undertaken, as and when identified.	
Service Head:	Linda Rees Jones	Performance status: On target
Action	12010	Target date 31/03/2017
Action promised	We will ensure the Council is fully engaged in the development of the new Local Government (Wales) Bill	
Comment	Following National Assembly elections in May 2016 and appointment of new Local Government Cabinet Secretary the approach with developing the Bill has been paused whilst the Cabinet Secretary takes stock and agrees way forward. Progress is being monitored	
Service Head:	Wendy S Walters	Performance status: On target
Action	12011	Target date 31/03/2017
Action promised	We will establish a robust Information Asset Risk register for the Council to ensure a strong information governance culture across the Council	
Comment	136 entries in departmental registers have been completed, however these will need to be reviewed for accuracy and compliance with what is required. Further work will be undertaken to chase up completions.	
Service Head:	Wendy S Walters	Performance status: On target



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Theme: B. Building A Better Council Sub-theme: B2 Putting customers first							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Average speed (seconds) to answer calls to the Contact Centre 2.2.2.2.20	Not applicable		Q1: 14 End Of Year: 15	Target: 25 Result: 22 Calculation: 1499278 ÷ 68149	Target: 25	Target: 25	Target: 25
Service Head: Wendy S Walters			Performance status: On target				



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ACTIONS - Theme: B. Building A Better Council			
Sub-theme: B2 Putting customers first			
Action	12013	Target date	31/03/2017
Action promised	We will promote the 15 year Regeneration Plan in partnership with local media, and via web and social media platforms.		
Comment	The masterplan has been published in local media, and on the corporate newsroom. Elements of it, such as the Wellness and Life Science Village in Llanelli have also been promoted in local media, on social media, in Swansea Bay business Life and various other channels. An interview with the Leader on the masterplan was also published in various media, including Swansea Bay Business Life.		
Service Head: Wendy S Walters		Performance status: On target	
Action	12014	Target date	31/03/2017
Action promised	We will raise further awareness of the Do It Online campaign to encourage more people to interact via the website.		
Comment	A continual PR campaign is taking place via the media, social media and web. Most enquiries received via social media are referred to i-Local for people to report/pay/apply online. A number of press releases encourage people to Do it Online, particularly in key areas such as littering, dog fouling, recycling etc.		
Service Head: Wendy S Walters		Performance status: On target	



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ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B3 Listening and delivering on promises		
Action	12015	Target date 31/03/2017
Action promised	We will further develop the Council's consultation and engagement approaches in line with the new Communication Strategy	
Comment	Work has been undertaken on iLocal to boost the availability of consultations available on-line. Further improvements will take place in line with the Strategy.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12016	Target date 31/03/2017
Action promised	We will develop methodology and support the implementation of the consultation and engagement approach for the three counties well-being assessment which is required by the Public Services Board	
Comment	During Q1, a regional consultation and engagement framework has been drafted which outlines the approach, opportunities, methods and actions that will be taken by partners across the region in relation to the wellbeing assessment.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12017	Target date 31/03/2017
Action promised	We will support the development of the Public Services Board Consultation and engagement strategy	
Comment	Work has been undertaken on the Strategy and a draft has been produced. The Strategy will be further developed prior to consideration by the PSB.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12018	Target date 31/03/2017
Action promised	We will seek to improve current voter registration levels by pro-actively promoting the message of how important it is to "Have Your Say".	
Comment	On-going process of improving voter registration levels. Annual canvass to commence mid August to 1st December 2016. Have employed a Graduate who will be responsible for putting together an engagement plan to work with all sectors of our community which will run through the annual canvass period.	
Service Head:	Wendy S Walters	Performance status: On target



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ACTIONS - Theme: B. Building A Better Council			
Sub-theme: B4 Working in partnership			
Action	12019	Target date	31/03/2017
Action promised	We will introduce the new Public Services Board (PSB) and partnership arrangements with the development of a new website and communication arrangements.		
Comment	The PSB held its inaugural meeting on 12th May and continues to establish the new partnership structure. One of the newly formed thematic groups met in June and the others are to be arranged for September. The new engagement website is now live - www.thecarmarthenshirewewant.wales Preparations are underway for a PSB engagement event in September as part of the process of developing a wellbeing assessment. This session will involve the Future Generations Commissioner, Sophie Howe, and will be chaired by PSB Chair, Barry Liles. Attendance will be sought from the voluntary, community, business and public sectors, together with key groups, to help ensure a broad cross-section of representation.		
Service Head: Wendy S Walters		Performance status: On target	
Action	12020	Target date	31/03/2017
Action promised	We will assist with our collaborative communication and create a new communications group that will deliver the bi-annual Carms News and the new Public Service Board (PSB) website and e-alerts		
Comment	Group has now been set up which meet on a bi-monthly basis. majority of partners attend but work will continue to ensure all participate.		
Service Head: Wendy S Walters		Performance status: On target	
Action	12021	Target date	31/03/2017
Action promised	We will support the development of the Wellbeing Assessment working in partnership with colleagues within the Council as well as colleagues from Ceredigion, Pembrokeshire and other Public Service Board Partners		
Comment	Work is in progress to develop a consultation survey for all 3 counties		
Service Head: Wendy S Walters		Performance status: On target	



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Theme: B. Building A Better Council Sub-theme: B5 Valuing our staff							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
% HPP`s carried out during the year (not including half year reviews) 1.3.2.11a	Not applicable		Q1: 34 End Of Year: 85	Target: 40 Result: 41 Calculation: (2190÷5385) × 100	Target: 60	Target: 72	Target: 88
Comment	The result has exceeded target for this quarter by 1 percentage point and has improved by 7 percentage points on last year's result. There are still some 3,000+ staff who have yet to receive a Helping People to Perform (HPP) discussion/dedicated supervision discussion. 54% of office based staff have had a HPP discussion (27 percentage point improvement), whilst 40% of non-office based staff have had their HPP discussion (improvement of 6 percentage points). There has been an improvement in performance this quarter in 3 departments, with a decline in performance in the remaining 2 departments.						
Service Head: Wendy S Walters			Performance status: On target				



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ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B5 Valuing our staff		
Action	12023	Target date 31/03/2017
Action promised	We will finalise and implement the revised structure for the People Management Division.	
Comment	The realignment process is well underway. Phase 1 was completed during August 2016 and phase 2 has now commenced.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12024	Target date 31/03/2017
Action promised	We will ensure all staff have an individual performance appraisal	
Comment	A review has been carried out of processes being used by departments to carry out performance appraisals. This will then be analysed to share good practice and develop action plans to work towards 100% completion rates.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12025	Target date 31/03/2017
Action promised	We will simplify communication mechanisms both within People Management and those used for communicating people management initiatives to the wider workforce	
Comment	Access to People Management information on the Council's Intranet has been streamlined and the Division has received positive feedback on the content and format. In terms of internal communication within the Division - work is underway to identify current communication mechanisms before agreeing new ways of working.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12026	Target date 31/03/2017
Action promised	Review the ICT systems and equipment used within People Management and drive developments. 1) a single personnel record; 2) effective self-service; 3) agile working for PMP officers; 4) a clear business requirement for ICT communicated to the ICT Strategy group; 5) more effective use of the insight reporting system	
Comment	Work is ongoing to ensure integration of HR and Payroll systems to enable continued development of self service and personnel records. Report submitted to TIC Project Board and reorganization of HR/Payroll support will further support. A full review of IT requirements for HR completed and appropriate equipment to support agile working has been put in place. Includes laptops, Skype for Business. Feedback provided to IT to inform future requirements.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12027	Target date 31/03/2017
Action promised	We will work towards maintaining the Welsh Government Corporate Health Standard, Platinum award	
Comment	Following an intensive 2 day external assessment in June 16, where the 4 assessors spoke to the Working Group, Staff, Managers, Trade Union, The Leader, Executive Board Member and The Assistant Chief Executive and visited sites across the authority and reviewed all the evidence gathered for the submission. We have been awarded the Platinum Corporate Health Standard, and are still the only Authority in Wales to have achieved this.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12028	Target date 31/03/2017
Action promised	We will develop an overarching behaviour statement aligned to our newly developed core values to ensure employees and managers appreciate and understand the Equality Duty and how it relates to their role in our organisation (SEPA)	
Comment	Work has begun on bringing the refreshed Core Values to life for staff via the new online induction process. Once this exercise is complete it will be made available on the Council's Intranet.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12029	Target date 31/03/2017
Action promised	We will support the organisation to workforce plan effectively and develop a strategic workforce plan for the Council	
Comment	The division is consolidating progress made and People Management Officers will be offering support to integrate workforce planning into the business planning process in Autumn 2016. Support and training has already been offered to Heads of Service.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12030	Target date 31/03/2017
Action promised	We will develop an integrated programme of Welsh Language development for our employees (SEPA)	
Comment	Current provision has been mapped against the levels in the Language Skills Strategy to identify any gaps. Work has begun to fill the gaps, and the Croeso i'r Gymraeg programme has been introduced to support staff to achieve Level 1.	
Service Head:	Paul R Thomas	Performance status: On target
Action	12031	Target date 31/03/2017
Action promised	We will undertake an audit of the Language Skills of our employees (SEPA)	
Comment	<ul style="list-style-type: none"> Employee language skills data relating to the former language schemes has now been removed from the HR/Payroll system and the new language skills framework adopted. The staff survey has been undertaken in two parts. A Metacompliance survey was launched for all office based staff supplemented by Snap Survey Software and a manual paper based version for operational service areas. The survey provided a brief overview of the requirements to record language skills in support of the Councils Language Skills Strategy, Workforce planning requirements and to ensure compliance with the Welsh Language Standards. Employees were invited to self-assess their spoken and written language skills for Welsh and English against the new framework and to identify any developmental requirements/support. To date 46% of those employees in scope have responded and data is now available to be uploaded to the HR/Payroll System. A progress report has been sought from departmental co-ordinators and efforts are continuing to achieve a full response from all service areas. Once data is uploaded reports profiling the workforce language skills can be produced to assist with any skills gap analysis. 	
Service Head:	Paul R Thomas	Performance status: On target



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ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B6 Ensuring equality of opportunity		
Action	12032	Target date 31/03/2017
Action promised	We will continue to work to remove barriers to accessing Council services and in particular working towards an appointments based system in Customer Services Centers.	
Comment	All three CSCs are now providing appointments for some services, eg Blue Badges. Llanelli CSC has just increased its `Appointments Desks` from 1 of 4 to 2 of 4. CSC-based publicity to encourage take-up of appointments is in hand, and once on-line appointments booking can be put in place (expected by September 16), a wider promotion campaign will be launched.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12033	Target date 31/03/2017
Action promised	We will work with particular sectors of our community in particular the young people of Carmarthenshire and Persons in Charge of Residential/Nursing Homes, to raise awareness of the importance of registering to vote.	
Comment	Have now employed a Graduate for two years who will embark on creating an engagement plan to work with schools, colleges our university and all residential and nursing homes in Carmarthenshire Graduate to work closely with our Communications ` Team on devising an engagement programme	
Service Head:	Wendy S Walters	Performance status: On target
Action	12034	Target date 31/03/2017
Action promised	We will ensure Equality Impact Assessment requirements are embedded into the wider impact assessment process being developed as part of the Well-being of Future Generations requirements	
Comment	The Well-being of Future Generations requirements in relation to policy development, provide us with an opportunity to review our screening / assessment work in relation to Equalities and Welsh language. Discussions are underway with officers and the Democratic Services Unit in order to prepare a draft assessment.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12035	Target date 31/03/2017
Action promised	We will deliver the outcomes of the Community Cohesion National Delivery Plan 2016/17	
Comment	<p>The following describes overall regional work relevant to Carmarthenshire and specific details of Carmarthenshire progress. For full details and also information on progress in Ceredigion, Pembrokeshire and Powys, please refer to the Q1 project monitoring form submitted to Welsh Government,</p> <p>Outcome 1: Departments, organisations and people understand hate crime, victims make reports and get appropriate support - Dyfed Powys Hate Crime Forum met and commenced planning for Hate crime Awareness Week. - Dyfed Powys Police launched a series of short `Signposting` Training Sessions. - Dyfed Powys Police launched an LGB&T Liaison Officer Scheme - EU Referendum concern of tensions – work was carried out to ensure that Hate Crime Support and Report Services in place were promoted.</p> <p>Outcome 2: Departments, organisations and people understand modern slavery, victims make reports and get appropriate support - Dyfed Powys Anti Slavery Multi Agency Forum met. - Current work streams include the production of an information sharing protocol and the planning of reception centres.</p> <p>Outcome 3: Increased awareness and engagement across Gypsy and Traveller communities - Feedback was received from Welsh Government on the Gypsy Traveller Accommodation Assessments.</p> <p>Outcome 4: Increased evidence and awareness on immigration and supporting the inclusion of asylum seekers, refugees and migrants - The Co-ordinator attended meeting of the Wales Strategic Migration Partnership Syrian Resettlement Programme Local Authority Delivery Group. - Carmarthenshire has welcomed first arrivals on the programme. The Co-ordinator has supported work through the Carmarthenshire Syrian Resettlement Programme Multi Agency Task Group and the Logistics Subgroup. - A group of local people have formed Syria Sir Gar to support the resettlement of Syrian Refugees in Carmarthenshire.</p> <p>Outcome 5: Increased understanding regarding the impacts of poverty on people with Protected Characteristics across key service and policy delivery - The Co-ordinator attended a Universal Credit Training Session.</p> <p>Outcome 6: Key policies and programmes are supporting and evidencing delivery against the national goal on more cohesive communities through the Wellbeing of Future Generations (Wales) Act 2015 - The Mid and West Wales Community Cohesion Steering Group met. - Welsh Government met with the Co-ordinator for a project monitoring meeting - The Co-ordinator attended a Wellbeing Assessment Internal Officers` Group.</p> <p>Outcome 7: Policies and services are responsive to community tensions - A number of tensions were monitored with regards to the EU Referendum / Hate Crime / Immigration and Refugees - The trial of CAT-D was completed - Tension Monitoring Systems are under discussion with partners, particularly around Tension Monitoring Groups and Tension Monitoring Forms</p>	
Service Head:	Wendy S Walters	Performance status: On target
Action	12036	Target date 31/03/2017
Action promised	It is the duty of the Council to facilitate and increase the use of the Welsh language and we will continue to promote the use of the Welsh language in our workplace	
Comment	As part of the Welsh language Standards, the Council is responsible for preparing a Policy on the internal use of the Welsh language. A draft policy has been prepared and discussed with the Members Advisory Panel, the Staff Working Group on the Welsh language Standards and the Corporate Employee Relations Forum.	
Service Head:	Wendy S Walters	Performance status: On target



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ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B8 Improving our services		
Action	12037	Target date 31/03/2017
Action promised	We will ensure delivery of Well-being of Future Generations (Wales) Act 2015 requirements, to ensure that the 7 national well-being goals and 5 ways of working are taken into account in all that the Council does and to evidence due consideration of the impact on all Council policies and decisions	
Comment	Work on developing a new impact assessment process for the Council is underway. Draft to be considered by CMT by September 2016 with testing across various departments to take place and full roll-out by March 2017	
Service Head:	Wendy S Walters	Performance status: On target
Action	12040	Target date 31/03/2017
Action promised	We will continue to improve the Council website to give customers better access to services 24/7	
Comment	Ongoing collective efforts being made with departments, working closely with Communications to improve the overall on-line customer experience, and to help ensure end-to-end service delivery.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12041	Target date 31/03/2017
Action promised	We will introduce a revised Corporate Performance Management Framework to reflect the new `Well-being of Future Generations Act`.	
Comment	We are still engaging with Wales Audit Office on the WBFM requirements and have been attending DMT's to inform them of the Acts requirements. We will have to identify the Councils Well Being Objectives by the end of March 2017 and this has been built into our Financial and Performance timetable. It's too early to introduce the new framework for 2017/18	
Service Head:	Wendy S Walters	Performance status: On target
Action	12042	Target date 31/03/2017
Action promised	We will ensure the consistent application of the Corporate guidelines for Business Planning.	
Comment	The Executive Board challenge was brought forward to May/June to ensure that business plans were fit for purpose. Most business plans have been finalised and adjusted following the challenge sessions with Executive Board Members - with just the exception of the Transport and Engineering Plan that will need to be completed and examined by the Executive Board Member before the cycle is complete.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12043	Target date 31/03/2017
Action promised	We will continue with the Executive Board challenge with Heads of Service and peer to peer challenge of Business Plans with Heads of Service.	
Comment	The Executive Board, business plan, challenge programme with Service Heads has been nearly completed. We will introduce Heads of Service peer challenge for the emerging 2017/18 business plans.	
Service Head:	Wendy S Walters	Performance status: On target



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ACTIONS - Theme: F. Carmarthenshire's communities and environment are sustainable			
Sub-theme: F7 Ensuring the promotion of the Welsh language and Welsh culture			
Action	12135	Target date	31/03/2017
Action promised	We will develop and publish a Welsh Language Promotion Strategy		
Comment	A draft Welsh Language Promotion Strategy has been prepared and discussed at the Members Advisory Panel and the Carmarthenshire Welsh language Strategic Forum. A second draft will be discussed by the Advisory Panel on 12 July, before being agreed through the Democratic Process.		
Service Head: Wendy S Walters	Performance status: On target		



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Theme: G. Carmarthenshire has a stronger and more prosperous economy							
Sub-theme: G5 Tackling poverty and its impact on the local economy							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Average time for processing new Housing/Council Tax Benefit claims 6.6.1.2	Not applicable		Q1: 27.15 End Of Year: 21.76	Target: 29.00 Result: 26.68 Calculation: 48790 ÷ 1829	Target: 29.00	Target: 26.00	Target: 23.00
Service Head: Owen Bowen			Performance status: On target				
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Average time for processing Housing/Council Tax Benefit notifications of changes of circumstances (days) 6.6.1.3	Not applicable		Q1: 6.19 End Of Year: 5.23	Target: 7.50 Result: 5.99 Calculation: 192315 ÷ 32093	Target: 7.00	Target: 7.00	Target: 5.50
Service Head: Owen Bowen			Performance status: On target				
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
% of recently calculated Housing/Council Tax Benefit claims that have been calculated accurately based on a sample check 6.6.1.9	Not applicable		Q1: 94.79 End Of Year: 95.45	Target: 93.00 Result: 93.33 Calculation: (42 ÷ 45) × 100	Target: 93.00	Target: 94.00	Target: 95.00
Service Head: Owen Bowen			Performance status: On target				



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Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy			
Sub-theme: G5 Tackling poverty and its impact on the local economy			
Action	12137	Target date	31/08/2016
Action promised	We will develop a Tackling Poverty Policy statement outlining the Council's overarching approach to tackling poverty		
Comment	A draft policy statement has been produced for consideration by the newly established Tackling Poverty Advisory Panel which will discuss / agree the policy at their first meeting on 11th July 2016		
Service Head: Wendy S Walters		Performance status: On target	
Action	12138	Target date	31/08/2016
Action promised	We will establish a Tackling Poverty Advisory Panel to oversee the Tackling Poverty Action Plan and support the Executive Board Member with responsibility for Tackling Poverty in executing their responsibilities.		
Comment	Approval was granted in May 2016 to establish a Tackling Poverty Advisory Panel. The first meeting of the Panel has been set for 11th July 2016		
Service Head: Wendy S Walters		Performance status: On target	
Action	12139	Target date	31/07/2016
Action promised	We will update the tackling poverty action plan to reflect priorities for 2016/17 and embed it into the KIOP		
Comment	A draft tackling poverty action plan for 2016/17 has been developed. This is currently being discussed with services who's actions have been identified as potential inclusions in the plan. The Tackling Poverty Advisory Panel will discuss the draft plan at their first meeting on 11th July 2016		
Service Head: Wendy S Walters		Performance status: On target	
Action	12144	Target date	31/03/2017
Action promised	We will deliver a campaign to raise awareness of financial advice and support available to residents		
Comment	Scoping work is currently being undertaken to identify opportunities to link with any national financial inclusion events. The campaign is expected to be delivered towards the end of the financial year to avoid conflict with other consultation, engagement and awareness raising activities currently scheduled		
Service Head: Wendy S Walters		Performance status: On target	



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 1 2016/17



ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy			
Sub-theme: G6 To build a bilingual economy and workforce			
Action	12152	Target date	31/03/2017
Action promised	We will strengthen the position of the Welsh language in Carmarthenshire by implementing the recommendations of the 'Welsh Language in Carmarthenshire' report of March 2014		
Comment	The Welsh language Members Advisory Panel receive regular updates on the implementation of the 'Welsh language in Carmarthenshire' report. Many of the actions have been incorporated into the Welsh in Education Strategic Plan, the Welsh language Standards action plan and the Promotion Strategy.		
Service Head: Wendy S Walters		Performance status: On target	

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Policy & Resources Scrutiny 5 OCTOBER 2016

STRATEGY TO PROMOTE THE WELSH LANGUAGE

Purpose:

The draft Strategy to promote the Welsh language has been prepared as part of the Council's responsibilities through the Welsh language Standards. The Council is required to publish the Strategy as part of the Welsh Language Standards but it has been developed in full partnership with the County's Strategic Welsh Language Forum, which includes key partners such as the Mentrau Iaith.

Recommendations / key decisions required:

- That the Policy & Resources Scrutiny Committee discusses the draft Strategy and provides any comments before it is presented to the Executive Board.

Reasons:

- The County Council is required to prepare a Strategy to promote the Welsh language as part of the Welsh language Standards framework (Standard 145)

To be referred to the Executive Board for decision: YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. Mair Stephens

Directorate		
Name of Head of Service:	Designations:	Tel Nos.
Wendy Walters	Assistant Chief Executive (Regeneration & Policy)	01267 224112 / 4914
Report Author:		E Mail Addresses:
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EXECUTIVE SUMMARY
Policy & Resources Scrutiny Committee
5 October 2016

Strategy to promote the Welsh language

1. BRIEF SUMMARY OF PURPOSE OF REPORT

Carmarthenshire County Council received its Compliance Notice in relation to the Welsh language Standards in September 2016.

As part of the Standards we are required to prepare and publish a Strategy outlining how we will promote and facilitate the use of the Language in our area (standard 145).

The draft Strategy builds upon the 'Welsh language in Carmarthenshire' report approved by Council in April 2014. Many of the opportunities outlined in the draft Strategy were previously in place through the agreed recommendations.

However this Strategy provides us with an opportunity to work and share best practice with other organisations across the county through the County's Strategic Welsh Language Forum whose membership includes:

- Carmarthenshire Federation of Young Farmers
- Coleg Sir Gâr
- Cymdeithas yr Iaith
- Dyfodol i'r Iaith
- Hywel Dda University Health Board
- Mentrau Iaith
- Merched y Wawr / Clybiau Gwawr
- Mudiad Meithrin
- Welsh Government
- University of Wales Trinity St David
- Urdd
- Welsh for Adults
- Welsh language Centres (Y Lle, Llanelli and Yr Atom, Carmarthen)

The Strategy will be delivered in partnership with the Forum members with links to our Public Services Board partners being established as the action plan is developed.

Preparing and publishing a Strategy to promote the Welsh language is a statutory responsibility under the Welsh Language Measure (2011).

DETAILED REPORT ATTACHED?

YES

(Draft Strategy)

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: W.S.Walters Assistant Chief Executive (Regeneration & 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

The Council has a statutory responsibility to meet the Welsh language Standards, which have been placed on us as part of the Welsh Language Measure (2011).

2. Legal

The Welsh Language Standards Regulations 2015 came into force on 31 March 2015. These Regulations have replaced the responsibilities placed on Carmarthenshire County Council under the Welsh Language Act 1993 and have been imposed on the council since 31 March 2016.

3. Finance

As the Strategy is implemented, thorough consideration must be given to the potential financial implications. Further investment may be required in future to ensure progress in made.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below
Signed: W.S.Walters Assistant Chief Executive (Regeneration & Policy)

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

The draft Strategy has been discussed and supported by the Council's Members Advisory Panel on the Welsh language.

The draft Strategy has been discussed and supported by the County's Strategic Welsh Language Forum.

The draft Strategy has been discussed and supported by the Corporate Management Team.

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
Welsh Language Standards		http://www.carmarthenshire.gov.wales/media/1443477/Carmarthenshire-Welsh-Language-Standards.pdf
Welsh language in Carmarthenshire report		http://www.carmarthenshire.gov.wales/media/68004/WelshLanguageCarms.pdf

Strategy to Promote the Welsh Language in Carmarthenshire

2016-2021



1. Preface by Councillor Mair Stephens
2. Introduction: Context of the Promotion Strategy
3. Vision and Objectives
4. The Situation of the Welsh Language
5. The Work that has previously been done
6. Implementing the Aims: the mechanism
7. Implementing the Aims: Action Steps
8. The Way forward: Initial additional priorities

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1. Preface

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2. Introduction: Context of the Promotion Strategy

The Welsh Language Standards

In April 2016, Carmarthenshire County Council's Welsh Language Standards came into force. After a period of consultation and preparation, 174 Standards were introduced by the Welsh Language Commissioner under the Welsh Language Measure (Wales) 2011, which would be regulated by the Commissioner. The Welsh Language scheme was displaced and the Standards were accepted as a new framework for Welsh medium provision in the following five areas of work:

- 1) Delivering Welsh medium Services
- 2) Policy making in a way that promotes the Welsh Language
- 3) Operating through the medium of Welsh
- 4) Keeping records about the Welsh Language, and finally
- 5) Promoting the Welsh Language.

The Council has been planning on county level to promote the Welsh language for the last five years, on the basis of the 2011 Census results, and the Commissioner's Promotional Standards in 2016 has provided a catalyst for formalizing these plans further. Standards 145 and 146 call upon the County Council to create this strategy;

145 You must produce, and publish on your website, a 5-year strategy that sets out how you propose to promote the Welsh language and to facilitate the use of the Welsh language more widely in your area; and the strategy must include (amongst other matters) –

(a) a target (in terms of the percentage of speakers in your area) for increasing or maintaining the number of Welsh speakers in your area by the end of the 5 year period concerned, and

(b) a statement setting out how you intend to reach that target; and you must review the strategy and publish a revised version on your website within 5 years of publishing a strategy (or of publishing a revised strategy).

146 Five years after publishing a strategy in accordance with standard 145 you must –

(a) assess to what extent you have followed that strategy and have reached the target set by it, and

(b) publish that assessment on your website, ensuring that it contains the following information -

(i) the number of Welsh speakers in your area, and the age of those speakers;

(ii) a list of the activities that you have arranged or funded during the previous 5 years in order to promote the use of the Welsh language.

This Strategy has not been created in a vacuum however. Although the Promotion Standards are a new regulatory element for the council, work has been conducted with the aim of promoting the Welsh language in Carmarthenshire for decades and the council has been central to those developments. In fact, as a result of these consistent developments, we have a County Strategic Forum made up of organisations who are in the business of language planning within the county, which serves as an ideal mechanism to lead the work of this Strategy. The efforts that have been made by the council to language plan in the county are summarised in chapter 5, but it would be beneficial at this stage to consider the context of the strategy in terms of other intentional efforts to plan for developing the Welsh language both county-wide and nationally.

A living Language: a Language for living – Welsh language Strategy 2012-2017

A Welsh Language Strategy was published by the Welsh government in April 2012, 'A living language: a language for living 2012-2017'. The strategy reflects the Government's vision for the Welsh language to thrive. It builds on the vision outlined in 'Iaith Pawb – A National Action Plan for a Bilingual Wales' that was published in 2003. It outlines how the Government will work with a wide range of partners who will contribute to ensuring that the vision is achieved.

To this end, the six aims of 'A living language: a language for living' are:

- to encourage and support the use of the Welsh language within families
- to increase the provision of Welsh-medium activities for children and young people and to increase their awareness of the value of the language
- to strengthen the position of the Welsh language in the community
- to increase opportunities for people to use Welsh in the workplace
- to improve Welsh language services to citizens
- to strengthen the infrastructure for the language, including digital technology.

These six strategic areas were also developed into the areas of work for the Mentrau Iaith during the following period.

'A living language: a language for living' was followed by 'Moving Forward', which was a policy statement and policy aims for 2014-17, which included an emphasis on

1. The need to increase the connection between the economy and the Welsh language
2. The need for better strategic planning for the Welsh language
3. The use of Welsh in the community
4. The challenge of changing linguistic behaviour

It is our hope that this Strategy will be a living document and, with that in mind, its aims and objectives could adapt to any directional suggestions made as the Welsh Government updates 'A living language'.

Welsh Government's **Welsh Medium Education Strategy (WMES)**.

This strategy, which was created in 2010, outlines the government's vision for an education system that responds in a strategic way to the increasing demand for Welsh medium education. One of the Strategy's main steps was to call for plans from the local authorities to satisfy local needs. Carmarthenshire County Council devised **Carmarthenshire's Welsh in Education Strategic Plan (WESP)** in order to outline how the County will fulfil the Welsh Government's aims and targets and how it will plan more effectively for Welsh medium education in the county, moving primary and secondary schools along the linguistic continuum to provide increasing amounts of Welsh medium education. The Strategy plays a key role in the council's efforts to increase the number of our residents who acquire the Welsh language and it will be crucial that the promotion strategy should reinforce and support the WESP.

More than just Words

The ' More than just Words' Strategic Framework was drawn up in 2012 with the aim of strengthening Welsh language services in health, social services and social care. Central to the strategy is the challenge of developing the ' Active Offer', namely that staff members will offer Welsh language services to patients, rather than waiting for patients to request them.

The strategy was updated in 2016 with 'More than just words.... follow-on strategic framework for Welsh Language Services in Health , Social Services and Social Care 2016-2019 ', and tools were provided to enable staff to operate it. The Health Service has not been a member of the County Strategic Forum in Carmarthenshire yet, but is of course a member of the Public Service Board, which will provide opportunities for collaborative working on the Welsh language agenda. However, their inclusion on the County Forum would be a further, constructive step in the development of our Promotion strategy.

Well-being of Future Generations (Wales) Act 2015 and the Public Services Board

This Act is a means of helping the public bodies that are listed in the Act to think in the long term, work better with people and communities and each other, to try to prevent problems and follow a consistent approach in order to improve the well-being of social, economic, environmental and cultural well-being of Wales.

At the county level, this Act is implemented by the Public Service Board. The Promotion Strategy's involvement with the work of the Public Service Board will be twofold. It will be necessary for the aims and objectives of the Promotion Strategy to coincide with the aims and objectives of the PSB. Secondly, it will be essential that the County Forum, in implementing the Promotion Strategy, will work to support the organizations that make up the three thematic groups to achieve the PSBs goals relating to the promotion of Welsh, which is to contribute to a 'Wales with a vibrant culture where the Welsh language thrives'.

As the work of the two bodies in its infancy, it will become clearer over the next few years just how the work will interweave, but at this early stage the work that the PSB will be doing

on the well-being assessment will be an interesting area of work for the County Forum in relation to the element of measuring progress in the Promotion Strategy.

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3. Vision and Objectives

The long term vision for the Strategy is, that we:

Aim to make the Welsh language the county's main language

Although there has been a marked deterioration with regard to the Welsh language in Carmarthenshire recently, we are confident that we are in a position to take purposeful steps towards normalizing the language in all aspects of our residents' lives. We have a solid foundation and a relatively healthy baseline to build upon with a view to making the Welsh language a natural language for living and working in Carmarthenshire. This, indeed, is the Council's vision (and the vision of this Strategy) as we take a leading role in efforts to positively influence the use of the Welsh language in the county.

We acknowledge that the best way of making this vision a reality is to restore the language as a language that is spoken and used by the majority of our residents regularly, and in all aspects of life. We aim to reverse the trends of past decades where Welsh is declining from being the main language in Carmarthenshire (75 % in 1951 to 43.9 % in 2011). It is only by ensuring that the majority rather than a minority of the county's residents can, and choose, to, use Welsh in their everyday lives that we can ensure the survival of the language as a community, living language for future generations.

We wish also to reach out to an audience that is as wide as possible by making the language appealing to all, including the county's new inhabitants and those who have not had much contact with the language so far. We aim to create a climate within the county where all the inhabitants feel ownership of the language and are convinced of the benefits of living in a truly bilingual county.

It is our hope and our intention therefore that this Strategy should provide a valuable resource that will assist our attempts to plan together, to cooperate and to target resources in order to reach the 5 objectives below:

- i. Increasing numbers **acquiring basic and further skills in Welsh** through the education system and through language transmission in the home;
- ii. **Increase the confidence of Welsh speakers and therefore the use of the Language** in every sphere of life, and encourage and Support the county's organisations to make the Welsh Language an increasingly natural medium for their Services
- iii. Take purposeful steps to **positively affect population movements** attempting to attract our Young people to establish or re-establish themselves in the county so that the gains that are made in terms of Welsh speakers through the education system are not lost. Also, to make significant efforts to assimilate newcomers and ensure that new planning developments do not have a detrimental effect on the viability of the Welsh language;
- iv. To target **specific geographic areas** within the county, either because they offer the potential to develop or because they cause linguistic concern to increase the numbers of residents in those areas who can and do use Welsh;
- v. Marketing and promoting the Welsh language. Raising the status of Welsh and awareness of the benefits of bilingualism and bilingual education. And by raising awareness of these benefits, attracting more residents of the county to acquire the language.

4. The Situation of the Welsh Language

With 78,048 residents able to speak Welsh according to the 2011 Census, Carmarthenshire has the highest number of Welsh speakers in any of the unitary authorities in Wales. The density of Welsh speakers is also quite consistent across the county, with as little as six out of the forty communities with less than 40% of Welsh speakers in the county. The element of consistency in terms of the density of Welsh speakers throughout the county helps to foster positive attitudes in general, politically and communally, towards the Welsh language and the need to promote it.

Indeed, such was the unanimous political support towards the Welsh language in the county when the worrying 2011 Census results hit the country, that the County Council commissioned a detailed statistical report on the situation of Welsh language in Carmarthenshire by Dr Dylan Phillips. The report, '2011 Census: The Welsh language in Carmarthenshire', followed the same pattern in terms of content and order as the report completed in 2005 in order to facilitate comparisons. The report offers a detailed analysis of language trends within the county and, in the same way as it has been the basis for the work of the Census Working Group; it will also be a valuable resource for the promotion of this strategy.

The tendency of decreasing numbers of Welsh speakers in the language's traditional strongholds was highlighted in '2011 Census: The Welsh Language in Carmarthenshire':

In Carmarthenshire, the number of Welsh speakers declined consistently, with a net loss of 11,165 during the same period. Similarly, the percentages of Welsh speakers also continued to go down. In 1991, 54.8 per cent of the county's inhabitants could speak Welsh, but the percentage dropped to 50.1 per cent of the population by 2001 (see Graph 1.3) and decreased still further to 43.9 per cent in 2011 – the first time ever for the percentage of Welsh speakers in Carmarthenshire to drop below half, meaning that Welsh speakers in the county are now in the minority in an area traditionally considered to be one of the language's heartlands.

Although most counties saw a small decrease in the percentages of their Welsh speakers between 2001 and 2011, the old areas of the Welsh heartlands, y Fro Gymraeg, experienced the greatest decrease – with Ceredigion seeing a decrease of -4.5 per cent and Gwynedd -3.3 per cent. But Carmarthenshire experienced the greatest decrease by a long way, as the percentage fell -6.1 per cent between the two censuses (and -10.9 per cent between 1991 and 2011).

There are revealing statistics in the body of the report that explains this deterioration to a large extent. Firstly, demographic tendencies are extremely significant:

Up until the 1970's 8 out of ten people in Carmarthenshire who were middle aged or older could speak Welsh. However, percentages of Welsh speakers in this age group have decreased at a faster rate in every census since. Since 1981 the county has lost almost 8 per cent of its Welsh speakers from the population aged 65 and over, with every decade, and the demise of the older generation is directly reflected in the decrease of Welsh speaker percentages across the entire county at each census.

Secondly, population movement is a key factor in the deterioration of the Welsh language:

There is very little doubt that one of the most important factors that affected the prosperity of the Welsh language in its traditional areas in recent years has been population mobility. The dual process of the out-migration of Welsh speakers and the immigration of monoglot English speakers engendered a substantial decline in the numbers and percentages of Welsh speakers across its heartlands. That was also experienced in Carmarthenshire, where there has been a significant increase in the percentages of those born outside Wales since the 1970s.

The report documents the substantial immigration into rural and urban areas of the county alike and also noted that only 13.2 percent of immigrants across the county claim to be able to speak Welsh.

Thirdly, '2011 Census: The Welsh Language in Carmarthenshire' identifies a lack of language transmission in the home as a detrimental factor to the Welsh language in Carmarthenshire just as across Wales:

On average in Carmarthenshire, 76.7 per cent of children aged 3-4 who lived in Welsh speaking homes could speak Welsh - namely a small increase from 2001 when 72.9 per cent of children aged 3-4 who lived in Welsh speaking homes could speak Welsh. This means that almost a quarter of parents in Welsh speaking households choose to bring up their children in English. If the linguistic ability of these children were considered in more depth according to the structure of the home, those children brought up by two Welsh speaking parents were seen to be far more likely to be able to speak Welsh (85.3 per cent) than those raised by a single Welsh speaking parent (58.8 per cent).

Dr Dylan Phillips identifies some encouraging trends too however.

2011 data clearly shows that there was a higher percentage of Welsh speaking 3-4 year olds in Carmarthenshire than in 2001 – the only age group where this occurred. Indeed, this is the highest the percentage for 3-4 year olds has been in the county since 1961 (when a figure of 51.9 per cent of this age group was returned as Welsh speakers).

He noted that there was not significant deterioration within the following age groups either:

The data for school phase is also optimistic, as 6 out of 10 5-9 and 10-14 year olds were returned as Welsh speakers - very similar percentage to those of 2001, which suggests that the education system is managing to maintain the percentages of Welsh speakers despite the apparent decline seen in all other age groups by school phase. However, in light of the fact that Carmarthenshire percentages of Welsh speakers aged 3-15 years continue to steadily decrease, and bearing in mind that the county's education policy is to ensure that all children are totally bilingual by the time they leave school, there is no argument that much remains to be done

The good news in terms of Welsh speakers according to age groups comes to an abrupt end however after school age:

It is also disappointing to note that it is in the 25-34 age group (37.5 per cent) that the lowest percentage of Welsh speakers can be found in Carmarthenshire, namely, the age group most likely to raise children. This percentage was considerably lower in 2011 than in 2001 (42.4 per cent), and significantly lower than the percentage of Welsh speakers aged 16-24 in 2001 (47.6 per cent), therefore if these were the same people ten years later, then a very significant proportion of them chose to shun the language for some reason. Similarly, the percentage of Welsh speakers in the other age groups also decreased between 2001 and 2011.

The lack of Welsh speakers in this age group is a significant problem for Carmarthenshire and is a sign of deteriorating language patterns. In the same way, the oral-literacy divide is a cause for great concern:

In the whole of Carmarthenshire, 11.5 per cent of those who have some knowledge of Welsh can only speak it compared to an average of 10.2 per cent across Wales. Once again, this compares unfavourably with the other areas in the bygone heartland, y Fro Gymraeg, where a higher average of the language's speakers can also write and read it...

As a number of language sociologists have argued following the first important discussion by E.G. Bowen and Harold Carter on this subject in 1975, the ability to read and write in a language is a sign of its stability. Similarly, a lack of literacy in a language

is a sign of instability and suggests that speakers do not place high value on being skilled in that language. Furthermore, lack of literacy more often than not signifies a vital step in language decline, as the first skills to go amiss in a process of language shift will be the skills of literacy. They require more investment in time and energy by the speaker than the ability to speak alone, or even understand a spoken language, which are easier skills to acquire and maintain and to some extent inhabitants in a bilingual society will gain them passively. Consequently, the oral-literacy divide was used by Bowen and Carter to identify 'borderline' communities going through a language shift.

The findings that '2011 Census: The Welsh language in Carmarthenshire' offer will help us to better understand the trends that we experience in our every-day lives in Carmarthenshire. Another feature which is illustrated in the statistics is the lack of confidence within the Welsh speaking community that causes individuals to underestimate their own Welsh language skills. According to the report, there are 20,000 residents who claim to have some Welsh language skills but cannot speak it. Of those, 14,297 residents in the county claim to *understand* Welsh but not speak it. These figures point towards the feature prominent among residents who have either had Welsh language at home but not in school, or those who have had Welsh in school but not at home, causing them to lose confidence in their ability to converse in Welsh and therefore underestimate their own abilities.

The detailed analysis by ward and community is an invaluable tool as we identify the geographical areas where the situation is most severe. 'But the town that saw the largest decrease in the percentage of Welsh speakers between 2001 and 2011 was undoubtedly Ammanford. The difficulty is that we could easily interpret all areas of the county as areas that need attention, either because they show new signs of weakening the language, or because they display historical trends of decline;



The towns have traditionally held higher percentages of monoglot English speakers due to the influence of commerce and industrialisation, and the seaside areas, where tourism was for generations a factor in Anglicisation, continue in 2011 to see lower percentages of Welsh speakers, particularly Laugharne Township (22.4 per cent). The natural beauty of the county's coastline and its popularity in attracting visitors have certainly been a factor in the further Anglicisation of a number of these wards between 2001 and 2011.

.. Therefore, each and every electoral ward in Carmarthenshire experienced demise between 2001 and 2011 – no increase was seen in Welsh speaker percentages anywhere.

Despite the ominous trends highlighted by the report, we continue to feel optimistic about the future of the Welsh language in the county. We have a solid foundation to work on in terms of numbers of Welsh speakers in our communities and our education system and our residents, our community groups and institutions are full of hard-working and determined people. On the whole, our residents have a good understanding of the need to promote the Welsh language in all aspects of life and are supportive of our efforts to do so. The county has been at the forefront in matters of language planning, and we are eager to remain so during the next key period.

While 'The 2011: The Welsh in Carmarthenshire' gives us a more detailed understanding of the county's linguistic trends, we are aware, however, that we will not be able to rely on the results of Census 2021 for measuring the impact of this promotion strategy. The results will not be available until 2021, which is not compatible with the reporting nor planning timetable. Moreover, the aspiration of this strategy is to make gains in the numbers who *use* the Welsh language, and not simply in the numbers who are able to. We will have to look at further means of measuring the implementation of the strategy, and we might well be able to turn to 'Use of Welsh in Wales 2013-15 Survey' as further support to focus our efforts to improve the status and viability of the Welsh language in the county. The information this survey offers in terms of the use of Welsh, people's levels of fluency and how often people use the language at the county level might be useful. But, the 'The 2011 Census: The Welsh language in Carmarthenshire' certainly sets a complete picture of the current situation, which allows us to focus efforts to increase the number of Welsh speakers in the county realistically, with information on population flow, and economic trends as a background to our efforts.

5. The Work that has previously been done

The Council has had a Language Policy since 1993. It was in Carmarthenshire that the first Menter Iaith was established in 1991, and a number of active organisations and groups, such as Meithrin, Yr Urdd and a host of small, voluntary, cultural groups have been active in developing the Welsh language active in Carmarthenshire for many years. However, the worrying results of the 2011 Census were a catalyst for a new era of language planning in the county and a new dawn on a new and deliberate effort to resist the language decline. The Council and its partners responded with the following purposeful steps:

- A County Council task and finish working Group was established to Research into the factors that lead to the demise and to formulate a series of recommendations to deal with the situation
- Research was commissioned that lead to the publishing of 'The 2011 Census: The Welsh Language in Carmarthenshire'
- A series of presentations were organised as further part of the Research Process
- An Action Plan was formulated from the Working Group, namely 'The Welsh Language in Carmarthenshire''
- A County Strategic Forum was established of key partners who are involved in Language planning across the county
- Purposeful plans were established by the Mentrau Iaith in response to the new data
- University of Wales Trinity Saint David established Yr Atom in Carmarthen town
- Y Lle was established as a Welsh Centre in Llanelli
- Welsh in Education Strategic Forum established

'The Welsh Language in Carmarthenshire' report provided a solid foundation and focus to the work of the Council through the Executive Board Member with responsibility for the Welsh language and the Advisory Panel. Consistent attention was given to a series of 73 recommendations in the report's Action Plan during the two years following its formulation, within the areas of education, marketing Welsh medium education, Planning and Housing, Bilingual Workplaces, Language and Economy, Institutions working for the benefit of the Welsh language, opportunities to use Welsh in the county, language transmission and marketing the Welsh language. The vast majority of those recommendations refer to

specific actions the Council will take but there is also a strong element of cooperation with other partners in Carmarthenshire in order to tackle the situation cohesively.

Since the introduction of the Welsh Language Standards at the end of March 2016, work has been underway to combine the recommendations from 'Welsh in Carmarthenshire ' with the new Standards Action and with the County's Welsh Medium Education Strategy. Some of the recommendations of the working group will be suitable to be implemented through this promotion strategy, and there is still some work to be done to rationalize all the action plans in the light of the new Welsh Language Standards.

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6. Implementing the Aims: the mechanism

With the work previously conducted since the 2001 census and before in the background, here is the mechanism in place in Carmarthenshire to lead and to implement the Promotion Strategy.



7. Implementing the Aims: Action Steps

As previously explained, the Promotion Strategy is not a starting point for our work in Carmarthenshire. Action steps have been identified and activity is underway to promote the Welsh language in the county. Here is a table summarising the work that will be implemented by the bodies County Forum in the next few years and how the work fits into the objectives identified in the Strategy. This outline is an effort to put on paper a wide range of delivery by several active organisations. A number of these organisations have been established for years and their main aim is to act to promote the language. It is not possible to tabulate all the activities of these organisations. In those cases where the activities are simply too numerous to list, there is a reference to an external document which includes all of that organization's plans for the coming years. There is more detail, however, included in the table on the activities of those organisations that promote the Welsh language as part of their work but their core business is related to other areas of work.

i. Acquiring basic and further Welsh skills

Area of work	Organisation	Activity or further information
Cylchoedd Meithrin and Cylchoedd Ti a Fi (Welsh-medium playgroups)	Mudiad Meithrin	Support the provision of early years care and education, see strategic document, 'Dewiniaith' for an outline of the support Training and CPD for staff and volunteers through 'AcadeMi': home of Mudiad Meithrin's training and CPD
Cylchoedd Meithrin and Cylchoedd Ti a Fi	Local, voluntary committees	Provide care and education for children 0-3 years and run community-based Activities to raise funds and to reinforce the Cylch's activity
'Cymraeg i Blant' Activities in Burry Port, Trimsaran, Kidwelly, Penbrey, Llanelli, Felinfoel, and Ammanford, Garnant, Brynaman, and Tumble	Mudiad Meithrin	Ensure coordinated activity in early years, ensuring a child's language journey from birth, through the cylch Ti a Fi, onwards to the cylch meithrin and to Welsh medium education

Train and qualify early years workforce through 'Cam wrth Gam' program	Mudiad Meithrin	Cam wrth Gam Centre in Ammanford. Placements for level 3 students arranged across the county The program offered to years 10-13 in Bro Myrddin , Maes y Gwendraeth and Strade Schools
Private nurseries	Y Gamfa Wen (University of Wales Trinity Saint David)	Provide Welsh medium care for children 0-3 years, and encouraging their continuation into bilingualism through Welsh medium education
	Several Welsh medium and bilingual nurseries	Introduce Welsh language skills to young children
Welsh medium education – every educational phase	Carmarthenshire County Council	Provide Welsh medium education from the foundation phase to key stage 4 Welsh in education strategic plan Welsh in education County forum
	University WTSD	Train foundation phase teachers through the medium of Welsh
Transferring from primary to secondary school Welsh medium education	Carmarthenshire County Council	Welsh in education strategic plan
Further and higher courses through the medium of Welsh	Coleg Sir Gâr	Provide and strengthen further education through the medium of Welsh in the fields of agriculture, sport, childcare, business, and joinery. Provide and strengthen higher education in the field of agriculture Develop further Welsh medium/bilingual provision in public services, art and design, entrance into nursing, health and care and tourism.

	University WTSD	Provide Welsh medium and bilingual undergraduate and postgraduate programmes within the organisation's academic portfolio.
	Coleg Sir Gâr and University WTSD	Cooperate to ensure Welsh medium progression paths from further to higher education within a specific cluster of disciplines.
	Coleg Cymraeg Cenedlaethol	Encourage more students to partake parts of their courses in Welsh. Fund two Welsh medium units on business level 3 course during 2016-17, two full-time lectureships in agriculture and one part time lectureship in art (from 2017-2018).
Welsh for Adults in the community	Carmarthenshire County Council	Market courses, Provide courses, Provide progression paths, Informal opportunities
Welsh in the workplace	Carmarthenshire County Council	Council's Language Skills Strategy Council's Learning and Development program (Croeso i'r Gymraeg, mentors, courses) Internal use of Welsh Policy
	Coleg Sir Gâr	Staff Internal Welsh learning program
	University WTSD	Accredited modules in learning Welsh and improving available for all staff and students.
	CAVS	
	Police	

	Hywel Dda University Health Board	Welsh Language Skills Strategy E-learning pack Support for staff to attend formal courses
Recommendations from 'Welsh language in Carmarthenshire (see appendix)	Carmarthenshire County Council	

ii. **Increase the confidence of Welsh speakers and therefore the use of the Language:**

In the community, in the workplace, in and around school life, in Leisure Activities, in businesses and while using public services

Area of work	Organisation (and project)	Activity / further information
Activities for children and young people with the school (or college)	Yr Urdd	Urdd Gobaith Cymru Corporate Plan 2016-19
	Y Mentrau	Gorllewin Sir Gâr Corporate Plan 2016-19 Menter Bro Dinefwr Corporate Plan 2016-19 Menter Cwm Gwendraeth Elli Corporate Plan 2016-19
	Carmarthenshire County Council Education Department	Siarter Iaith Sir Gâr
	Coleg Sir Gâr	
Activities for children and young people outside of school	Yr Urdd	See Corporate Plan
	Y Mentrau	See corporate plans
	Yr Atom	A location for Aelwyd Myrddin youth club; MGSG Street dancing, Cylch Meithrin Myrddin

Area of work	Organisation (and project)	Activity / further information
	Y Lle	
Activities for children and young people within rural communities	Young Farmers	See Annual Program
	Y Mentrau	See Action Plans
	Yr Urdd	See Action Plan
Leisure Activities	Carmarthenshire County Council	
	Sports Clubs	
	Yr Urdd	See Action plans
	Gwawr and Merched y Wawr Clubs	
	Y Mentrau	See Action plans
	Young Farmers	See Annual Program
	Yr Atom	Location for leisure activities such as yoga
Community Activities	Chapels	
	Choirs	
	Y Lle	
	Yr Atom	
	Yr Urdd	
	Papurau bro (Welsh medium voluntary run local newspapers)	
	Gwawr clubs	
	Y Mentrau	
	Luncheon Clubs	
	Merched y Wawr	

Area of work	Organisation (and project)	Activity / further information
In the workplace	Carmarthenshire County Council	Internal use of the Welsh language Policy
	Yr Atom	Establish contacts with the businesses located in the town of Carmarthen
	Hywel Dda University Health Board	Welsh Language Skills Strategy E-learning pack Support for staff to attend formal courses
	University WTSD	Establish a Welsh Services Unit on the Carmarthen campus to provide a range of services for Welsh speakers and learners alike.
	Businesses	
	National Public Organisations	
	Welsh National Theatre	Based in Carmarthen, providing Welsh medium jobs and working with the wider community
	University WTSD	<i>Yr Egin</i> Centre as a home for S4C and other businesses in the creative industries
	Coleg Sir Gâr	
Volunteering	Yr Urdd	
	Papurau bro	
	Chapels	
	Y Mentrau	
	CAVS	
Coordinate / encourage Welsh medium activity in specific areas	County Strategic Forum	Plan and coordinate work to develop the Welsh language in 6 priority areas
	Yr Atom	Promote and support Welsh medium activities across Carmarthen
Normalise the Welsh language across the activities of further education establishment	Coleg Sir Gâr	Open evenings

Area of work	Organisation (and project)	Activity / further information
The Welsh language in Carmarthenshire recommendations	Carmarthenshire County Council	
Assimilating learners to community activities	Y Mentrau	
	Welsh for Adults	

iii. **To have a positive effect on population movements:**

to make our communities attractive in terms of economy, education and social experiences

Area of Work	Organisation	Activity / Further information
Swansea Bay City Region	Carmarthenshire County Council, University WTSD, Coleg Sir Gâr, private businesses	Create attractive economic and leisure opportunities
Welcoming packs in new housing developments	The Council and Mentrau	Provide newcomers to the county with information that will raise their awareness of the bilingual nature of the county, the opportunities to learn Welsh, of Welsh medium education and Welsh socialising opportunities
Provide Welsh medium job opportunities	University WTSD	Y Llwyfan: Attract Welsh medium organisations, and jobs like Welsh National Theatre and Coleg Cymraeg Cenedlaethol
		<i>The Egin</i> centre, housing S4C and other businesses in the creative industry
	Welsh National Theatre	Based in Carmarthen, and working with the wider community
Welsh medium Work experience	Menter GSG	
Affordable Homes Policy	Carmarthenshire County Council	Local needs assessment Communicate the work with

		Welsh speakers
Prosiect Ardal Llanfihangel yr Arth	Fforwm Sirol	Cooperate to focus efforts to assimilate newcomers into Welsh community based activities

iv. To target specific geographic areas within the county

Activity	Organisation (and project)
Ammanford Town	County Forum Partners
Llandovery/Llandeilo/Ammanford	County Forum Partners
Ammanford area	Welsh Government
Cydweli and Mynydd y Garreg	County Forum Partners
Llanelli and vicinities	County Forum Partners
	Y Lle
	Meithrin - Cymraeg i Blant
Carmarthen Town	County Forum Partners Yr Atom
Llanfihangel-ar-Arth and Pencader	County Forum Partners

v. Marketing and promoting the Welsh language:

Raising the status of the language, including the benefits of a bilingualism and bilingual education.

Activity	Organisation	Activity / Further information
National Marketing campaigns (with specific focus within the county)	Coleg Sir Gâr	Celebrate 'Shwmae Sumae' day, Santes Dwynwen, St David's Day

Activity	Organisation	Activity / Further information
	Schools	Celebrate Welsh festivals during the year including St David's in cooperation with Carmarthen town Council for instance
	Y Mentrau	Celebrate Welsh festivals during the year, e.g. St David's and Santes Dwynwen
	Yr Atom	Give national publicity to events in Carmarthen on Social media and national media, Celebrate Welsh festivals during the year
	Community and town councils	St David's Day celebrations on Carmarthen, Ammanford, and Newcastle Emlyn for instance
	Mudiad Meithirn	Promote activities of local Cylchoedd and Dewin a Doti festival through social media and in the press. Disseminate information pack to prospective parents and new families on benefits of bilingual care and education
Marketing campaigns on County level	Carmarthenshire County Council	Promoting Welsh medium services. See Communication Plan.
Local/organisation-specific marketing campaigns	Coleg Sir Gâr and Coleg Cymraeg	Art and Design Conference 2016-17 (The Arts for young people: Give it a go!)
	Schools	Marketing the Welsh language as part of the Siarter Iaith within their school
Promoting the advantages of bilingualism	Carmarthenshire County Council	'Why Use Welsh leaflet' for staff Language Awareness e-module for staff
	Yr Urdd	Language Awareness sessions
	Y Mentrau	See corporate plans
	Coleg Sir Gâr	Language Awareness sessions with students
Promoting advantages of Welsh medium education	Coleg Sir Gâr	In Language Awareness Sessions, open evenings with students and Welsh medium induction sessions from September 2016 onwards
	Y Mentrau	See Corporate plans

Activity	Organisation	Activity / Further information
	Carmarthenshire County Council	Communicate with parents of specific schools as the needs arise
Language Awareness Sessions in the workplace	Carmarthenshire County Council	Language Awareness e-module Language Leaders Training
	Police	
	Hywel Dda University Health Board	
	Y Mentrau	With businesses see. Corporate plans
	Yr Atom	With businesses in Carmarthen
Language Awareness sessions in the community	Y Mentrau	See Corporate plans
Language Awareness sessions for young people	PCAU project Welsh language Charter Cymraeg Campus – Second Language Charter ERW Athrawon Bro	
	Y Mentrau	
	Yr Urdd	
Transmitting Welsh in the home	Meithrin	Cymraeg i Blant project in specific areas
	Y Mentrau	
Welcoming Pack in housing developments	The County Council and Mentrau	
Promoting the advantages of using Welsh in businesses	The County Forum	'The Welsh Language in Business' information e- pamphlet
	Y Mentrau	

Activity	Organisation	Activity / Further information
	Yr Atom	Introducing bilingualism to businesses in Carmarthen
National marketing campaigns (with a specific county focus)	Hywel Dda Health Board	Celebrating the Shwmae Sumae day and St David's day (with a clear focus on the Health Board i.e. launching resources to support the use of the Language in the workplace) (Weekly) Welsh language awareness sessions

DRAFT

8. The Way forward: Initial additional priorities.

As it is early days for the Welsh language Standards and its procedures and as we do not wish to interrupt the progress of the current work conducted in the county to positively affect the Welsh language, we feel that it would be unwise to create a brand new, comprehensive action plan for the county. It is our intention that this document is one that will be operational but will also evolve over time. In addition to the activities set out in the above table, therefore, we aim to set a few realistic and useful objectives that will enable us to move the work of planning forwards without disrupting the positive action already taking place across the county.

We are setting these additional priorities therefore for the initial phase of the Promotion Strategy, which will be September 2016 until March 2018:

a. Further mapping work

The table in section 7 gives a very basic picture of what is happening and what will be happening in the next few years to promote the Welsh language in the county. In addition, the Corporate Plans of the organisations whose core work is language planning offer much detail on their programs of activity. But, we intend to do some more concentrated mapping work during the next period, which will enable us to have a clearer picture of the extent to which the work carried out is suitable for achieving our objectives. We would like to map for instance, the human and financial resources against the 5 named objectives, to enable us to see whether scarce resources are being properly targeted. We hope to be able to see whether some objectives are being met better than others and whether we need to focus more on activities that meet other objectives in order to achieve our aims. It may be that the statistical work being done as part of the Well-being and future generations Act might help us in this work.

b. Experimenting with methods of measuring impact and disseminating messages of good news.

We are aware that we cannot rely solely on the results of the census to measure the impact of our work on language planning in the county. It provides useful, but rather crude information on our residents' perception of their language skills; it is indeed a more complex

issue than that which these figures show. Because of these complexities, we are aware that it is unrealistic to increase the percentage of Welsh speakers in the county within the period in question. Current statistics show that it will be a challenge to decelerate the current decline in the Welsh Language by the 2021 census.

In addition, there are several factors that we would like to address in Carmarthenshire which do not appear in census results, such as our residents' confidence in their language skills, and the use they make of them on a daily basis. As already mentioned, we will be able to use other documents such as the 'National Audit for Wales ' and the 'National Survey of the Welsh language' to measure some of these factors on a shorter time scale. We also know that there is work under way to try and experiment with methods of measuring the impact on a micro-level, which derive from 'behavioural change' theories ('nudge theory').

As well as measuring the impact, we feel it is equally important to highlight successes in developing the Welsh language in the county. This will not only highlight the types of projects that have the most positive impact, but also have a positive impact on the image of the Welsh language and culture, in turn, positively influence attitudes towards the Welsh language in general within the county.

We intend, therefore, during this initial period, to experiment with a mixture of ways of measuring impact and of disseminate messages in order to discover an effective model for our needs in Carmarthenshire.

c. Influencing the Public Service Board

Taking into account the lack of resources available for language planning, just as any other Service, in this period , it is imperative that we focus much of our efforts in cooperating with other public bodies to jointly shoulder the work of promoting the Welsh language within the county. It is timely, therefore, that we should strive to influence the new Public Service Board mechanism in its early days and this will be a key element of this strategy is this initial period. A number of the Board's partners will also be accountable to the requirements of the Welsh Language Standards over time, so it is timely to consider options to cooperate on different aspects.

Ch. A County-wide Promotion Project

Following the gap left by the termination of the Welsh Language Board, many feel that the work of promoting the Welsh language generally has receded. Where there were, in the past, national projects to be implemented locally, this provision has lessened. We would like to look at the possibility of running a project promoting the Welsh Language in the county. We will need to assess local needs and agree on a priority and then work jointly in the county to transmit a strong message to the county's residents generally, or to a specific group of residents in the county, such as prospective parents, in accordance with the results of assessment.

d. Influencing population movements

We will look at appropriate steps to positively influence housing policies, ensuring that language impact assessments are carried out in the planning process. We will try to transfer messages to newcomers of the value and importance of the Welsh language in our communities. We will also try and support employment developments for the residents of the county and try to persuade employers to use the language skills of their workforce. We will be taking positive steps to help assimilate newcomers to the county, especially to rural communities and we will explore ways to make the county appealing to young families. This is an area that requires a great deal of joint planning, coordination and experimentation during this initial period.

If you have any questions in relation to the Strategy, please contact the:

Policy & Partnership Team

Regeneration & Policy

County Hall

WelshLanguage@carmarthenshire.gov.uk

01267 224008/4914

POLICY & RESOURCES SCRUTINY COMMITTEE 5th OCTOBER 2016

REVENUE & CAPITAL BUDGET MONITORING REPORT 2016/17

To consider and comment on the following issues:

- That Scrutiny receives the Authority's Corporate Budget Monitoring Report and the Chief Executive and Corporate Services departmental reports and considers the budgetary position.

Reasons:

- To provide the Committee with an update on the latest budgetary position, as at 30th June 2016, in respect of 2016/17.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

- Cllr. David Jenkins (Resources)
- Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)
- Cllr. Pam Palmer (Communities)

<p>Directorate: Corporate Services</p> <p>Name of Head of Service: Owen Bowen</p> <p>Report Author: Owen Bowen</p>	<p>Designation:</p> <p>Head of Financial Services</p>	<p>Tel No. / E-Mail Address:</p> <p>01267 224886 obowen@carmarthenshire.gov.uk</p>
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**EXECUTIVE SUMMARY
POLICY & RESOURCES SCRUTINY COMMITTEE
5th OCTOBER 2016**

**REVENUE & CAPITAL BUDGET
MONITORING REPORT 2016/17**

The Financial Monitoring report is presented as follows:

Revenue Budgets

Appendix A – Authority Corporate Budget Monitoring report

Overall, the monitoring report forecasts an end of year overspend of £1,854k on the Authority's net revenue budget with an overspend at departmental level of £2,710k. Summary position and main variances on agreed budgets for all departments are also included.

Appendix B

Chief Executive and Corporate Services detail variances for information purposes only.

Capital Budgets

Appendix C - Corporate Capital Programme Monitoring 2016/17

The total projected net expenditure for 2016/17 is **£48.586m** compared to the allocated net budget for the year of **£59.527m**, giving a **-£10.941m** variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed

Appendix D

Details the main variances on agreed budgets.

Appendix E

Details a full list of Chief Executive and Corporate Services schemes.

DETAILED REPORT ATTACHED?

YES – A list of the main variances is attached to this 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: Owen Bowen Interim Head of Financial Services

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

3. Finance

Revenue

Overall ,the Authority is forecasting an overspend of £1,854k.

Policy and Resources Services are projecting to be over the approved budget by £408k.

Capital

The reported under spends will be incorporated into future years of the Capital Programme.

CONSULTATIONS

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

Signed: Owen Bowen Interim Head of Financial Services

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. Relevant Partners – N/A

4. 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
2016/17 Budget	Corporate Services Department, County Hall, Carmarthen

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REPORT OF THE DIRECTOR OF CORPORATE SERVICES
POLICY AND RESOURCES SCRUTINY - 5th OCTOBER 2016
COUNCIL'S BUDGET MONITORING REPORT 2016/17 as at 30th June 2016

Head of Service & Designation	Author & Designation	Telephone No	Directorate
O Bowen, Interim Head of Financial Services	O Bowen, Interim Head of Financial Services	01267 224886	Corporate Services

Table 1

Forecasted for year to 31 March 2017

Department	Working Budget				Actual				Jun 2016 Forecasted Variance for Year £'000
	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000	
Chief Executive	17,909	-6,032	1,777	13,654	19,161	-6,726	1,777	14,212	559
Education & Children	162,975	-24,831	24,187	162,332	165,103	-25,942	24,187	163,349	1,017
Corporate Services	82,139	-51,475	-8,350	22,314	82,037	-51,507	-8,350	22,179	-135
Communities	127,228	-47,697	11,460	90,992	128,133	-47,756	11,460	91,837	845
Environment	125,913	-87,005	8,321	47,228	120,694	-81,363	8,321	47,652	423
Departmental Expenditure	516,164	-217,040	37,395	336,520	515,129	-213,294	37,395	339,229	2,710
Capital Charges/Interest				-9,519				-10,019	-500
Pension Reserve Adjustment				-5,085				-5,085	0
Levies and Contributions:									
Brecon Beacons National Park				138				138	0
Mid & West Wales Fire & Rescue Authority				9,172				9,172	0
Net Expenditure				331,226				333,435	2,210
Outcome Agreement Grant				0				0	0
Contribution from Balances				-65				-65	0
Transfer from Balances/Earmarked Reserves				-200				-200	0
Transfers to/from Departmental Reserves									
- Chief Executive				0				0	0
- Education & Children				0				0	0
- Corporate Services				0				67	67
- Communities				0				0	0
- Environment				0				-423	-423
Net Budget				330,961				332,814	1,854

Chief Executive Department
Budget Monitoring as at 30th June 2016

Division	Working Budget				Forecasted				Jun 2016 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	-613	0	-329	-942	-67	0	-329	-396	547
People Management & Performance	3,677	-1,058	-2,251	368	3,850	-1,275	-2,251	324	-45
Admin and Law	3,975	-591	1,565	4,950	3,932	-573	1,565	4,924	-25
Customer Focus and Policy	4,484	-987	-2,266	1,230	4,461	-1,008	-2,266	1,187	-43
Statutory Services	763	-2	152	913	995	-125	152	1,022	109
Property	1,146	-1,166	791	772	1,115	-1,135	791	771	-1
Regeneration	4,477	-2,228	4,115	6,363	4,875	-2,610	4,115	6,379	16
GRAND TOTAL	17,909	-6,032	1,777	13,654	19,161	-6,726	1,777	14,212	559

Chief Executive Department - Budget Monitoring as at 30th June 2016
Main Variances

Division	Working Budget		Forecasted		Jun 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Chief Executive						
Corporate Savings Target	-949	0	-402	0	547	Standby and Health and Safety Corporate savings yet to be implemented
People Management & Performance						
Business Support	199	-1	170	-1	-29	Savings on Supplies & Services
Personnel Management	903	-199	881	-204	-27	Vacant posts
Admin and Law						
Land Charges Administration	80	-275	58	-275	-22	Additional searches income anticipated
Regeneration & Policy						
Customer Focus and Policy						
Performance Management	558	-19	491	-19	-67	Vacant Post due to secondment
Chief Executive-Policy	516	-63	583	-105	25	Income target not achievable
Statutory Services						
Registration Of Electors	152	-2	194	-2	42	Additional cost of individual electoral registration
Coroners	279	0	373	0	94	Additional storage costs and anticipated increase in Coroners salary
Electoral Services - Staff	262	0	235	0	-26	Vacant post
Regeneration						
Physical Regeneration	361	0	322	0	-40	Underspend mainly due to staff vacancies
Regeneration Business Support Unit	333	-107	348	-78	44	the intention of selling the property. However, property still hasn't been sold so
Sector Development	61	0	39	0	-23	Planned underspend to offset budget pressures elsewhere within Regeneration
Other Variances					40	
Grand Total					559	

Department for Education & Children
Budget Monitoring as at 30th June 2016

Division	Working Budget				Forecasted				Jun 2016 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	
Director & Strategic Management	681	0	-149	532	695	-14	-149	532	-0
Education Services Division	117,933	-1,725	19,650	135,858	119,138	-2,120	19,650	136,668	810
Strategic Development	9,155	-7,155	1,118	3,118	9,179	-7,243	1,118	3,055	-63
School Improvement	2,683	-194	518	3,006	3,001	-508	518	3,010	4
Learner Programmes	10,215	-9,389	617	1,444	10,235	-9,409	617	1,444	0
Children's Services	22,308	-6,367	2,433	18,373	22,856	-6,648	2,433	18,641	267
GRAND TOTAL	162,975	-24,831	24,187	162,332	165,103	-25,942	24,187	163,349	1,017

Department for Education & Children - Budget Monitoring as at 30th June 2016

Main Variances

Division	Working Budget		Forecasted		Jun 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Education Services Division						
School Redundancy & EVR	1,612	0	2,291	0	679	School redundancies and EVR
School Modernisation	68	-5	385	-10	312	Short term transport for pupils from closed schools £90k, property decommissioning and cost of sales £222k (which includes £200k NNDR)
Early Years Non-Maintained Provision	473	0	425	0	-47	Less demand for 10 hours free education for 3 year olds in non maintained settings
Special Educational Needs	3,029	-1,449	2,990	-1,501	-90	Termination of high cost out of county placement -£274k. Additional statementing yr 6 transition £225k, transport £64k. Education Improvement Grant (EIG) contribution to advisory teachers -£105k
Educational Psychology	876	0	975	-140	-41	Vacant post, Efficiency saving 2017/18
Strategic Development						
Information & Improvement	466	-35	500	-117	-48	Salary savings relating to part-year vacant post, two employees not being at the top of grade and maternity leave
Children's Services						
Corporate Parenting & Leaving Care	729	0	1,042	-246	67	Increasing age profile of Looked After Children (LAC) resulting in more costly support for longer - impact of When I'm ready & Social Care Well Being Act on 15 to 25 year olds
Fostering Services & Support	3,593	0	3,552	-15	-56	The taxi's budget faces ongoing pressure due to the high number of placement moves, some away from school areas £17k. The Fostering team is supporting a reduced number of Looked After Children and have also revised procedures -£52k, along with part year salary savings -£20k. Managerial efficiency 2017/18
Adoption Services	497	-55	598	-115	40	Additional staff resource to reduce the number of placements needing to be purchased at greater cost which reduces budget pressure in other areas
Residential and Respite Units	919	-151	884	0	116	Planned additional contribution from the LHB is unlikely to be achieved in 2016-17 £150k, reduced by part year salary savings -£36k
Direct Payments	155	0	217	0	63	Increased demand for payments made to families of disabled children to purchase their own care, which reduces the pressure on Out of County placements. Discussions on-going with Adult Services regarding costs of those over 18
Preventative incl Section 17 payments	222	0	193	0	-30	Reduction in demand for preventative payments made to individual families based on current level
Out of Hours Service	262	-64	365	-64	104	Increased number of referrals being handled, to be analysed between Adult & Children with potential for level of recharge to reflect findings
Children's Services Mgt & Support (incl Care First)	1,029	-76	1,026	-140	-67	Salary underspend currently being reviewed in line with re-evaluation of posts in other areas
Education Welfare	470	-41	487	-41	17	Increased staffing costs following re-evaluation of posts
Other Variances					-3	
Grand Total					1,017	

Corporate Services Department
Budget Monitoring as at 30th June 2016

Division	Working Budget				Forecasted				Jun 2016 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	7,559	-3,358	-3,252	949	7,570	-3,473	-3,252	846	-103
Audit Risk & Procurement	1,074	-28	-1,003	44	1,043	-28	-1,003	12	-32
ICT	4,516	-807	-3,716	-7	4,511	-725	-3,716	70	78
Performance & Development	197	0	-245	-47	197	-1	-245	-48	-1
Other Services	68,793	-47,281	-136	21,376	68,715	-47,281	-136	21,299	-77
GRAND TOTAL	82,139	-51,475	-8,350	22,314	82,037	-51,507	-8,350	22,179	-135

Corporate Services Department - Budget Monitoring as at 30th June 2016
Main Variances

Division	Working Budget		Forecasted		Jun 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Financial Services						
Accountancy	1,785	-295	1,798	-406	-98	Vacant Posts
Audit Risk & Procurement						
Audit	605	-20	572	-20	-33	Part year Vacant Post
ICT						
Information Technology	3,443	-446	3,468	-394	78	Sickness cover for Head of IT
Other Services						
Audit Fees	364	-84	317	-84	-46	Reduction in grant audit fees
Miscellaneous Services	6,183	-107	6,163	-107	-20	Reduction in Subscriptions
Other Variances					-15	
Grand Total					-135	

Department for Communities
Budget Monitoring as at 30th June 2016

Division	Working Budget				Forecasted				Jun 2016 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	50,244	-17,739	3,124	35,629	52,004	-18,315	3,124	36,813	1,184
Physical Disabilities	5,987	-740	92	5,339	5,673	-777	92	4,988	-351
Learning Disabilities	31,378	-8,524	1,349	24,203	31,096	-8,142	1,349	24,303	100
Mental Health	9,036	-3,322	130	5,844	8,967	-3,293	130	5,803	-41
Director's Office	1,264	0	49	1,313	1,250	0	49	1,299	-14
Support	3,639	-1,639	653	2,653	3,621	-1,655	653	2,620	-33
Public Protection & CF Housing									
Public Protection	3,145	-604	673	3,214	3,137	-605	673	3,204	-10
Council Fund Housing	8,697	-8,150	541	1,089	8,745	-8,187	541	1,099	10
Leisure & Recreation									
Leisure & Recreation	13,839	-6,981	4,849	11,707	13,640	-6,782	4,849	11,707	0
GRAND TOTAL	127,228	-47,697	11,460	90,992	128,133	-47,756	11,460	91,837	845

Department for Communities - Budget Monitoring as at 30th June 2016
Main Variances

Division	Working Budget		Forecasted		Jun 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Adult Services						
Older People						
Older People - Commissioning	2,866	-43	2,785	-43	-81	Staff vacancies
Older People - Private/ Vol Homes	17,453	-8,954	18,429	-9,258	671	Efficiencies slippage
Older People - Extra Care	784	0	936	0	152	Lower than anticipated saving from contract renegotiations
Older People - Direct Payments	614	0	674	0	60	Increase in packages
Older People - Private Home Care	9,356	-2,003	9,967	-2,003	611	Efficiencies slippage and additional care hours
Older People - Ssmmss	1,063	-228	1,037	-228	-25	Staff vacancies
Older People - Careline	1,060	-1,165	1,211	-1,450	-134	Staff vacancies and additional income
Older People - Enablement	2,077	-800	1,773	-800	-303	Staff vacancies
Older People - Day Services	1,059	-76	1,273	-73	217	Efficiencies slippage £150k, staff vacancies and additional private day care provision
Physical Disabilities						
Phys Dis - Commissioning & OT Services	598	-71	533	-71	-65	Staff vacancies
Phys Dis - Private/Vol Homes	561	-111	521	-111	-40	Reduction in packages
Phys Dis - Group Homes/Supported Living	1,358	-116	1,330	-116	-28	Reduction in packages
Phys Dis - Community Support	90	0	38	0	-53	Reduction in packages
Phys Dis - Direct Payments	1,831	0	1,656	0	-175	Reduction in packages
Learning Disabilities						
Learn Dis - Commissioning	881	0	933	0	53	Additional salary costs
Learn Dis - Private/Vol Homes	10,047	-3,157	9,765	-2,941	-66	Reduction in placement costs
Learn Dis - Direct Payments	1,275	0	1,419	0	144	Increase in packages
Learn Dis - Group Homes/Supported Living	6,797	-1,135	6,663	-1,124	-122	Reduction in placement costs
Learn Dis - Adult Respite Care	932	-812	913	-812	-20	Staff vacancy
Learn Dis - Grants	156	0	279	0	123	Efficiencies slippage
Learn Dis/M Health - Ssmss	549	0	532	0	-16	Reduced spend on Supplies & services
Mental Health						
M Health - Commissioning	835	-69	853	-69	18	Additional salary costs
M Health - Private/Vol Homes	6,268	-2,874	6,178	-2,847	-63	Reduction in placement costs
M Health - Group Homes/Supported Living	474	-128	426	-128	-48	Reduction in placement costs
M Health - Community Support	673	-98	732	-99	58	Increase in assessment costs due to Deprivation of Liberty Safeguards issues

Department for Communities - Budget Monitoring as at 30th June 2016
Main Variances

Division	Working Budget		Forecasted		Jun 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Director's Office						
Ssmss - Adult Safeguarding & Improvement Team	1,264	0	1,250	0	-14	Staff vacancy
Support						
Departmental Support	2,130	-71	2,106	-86	-39	Reduced spend on Supplies & services
Other Variances					33	
Public Protection						
Other Variances					-10	
Council Fund Housing						
Home Improvement (Non HRA)	499	-278	479	-270	-11	Additional income from providing landlord training
Penybryn Traveller Site	126	-119	136	-119	10	Overspend anticipated due to the legal costs and other associated costs of removing a bad paying tenant from the site
Temporary Accommodation	266	-185	266	-174	11	Underachievement of Housing Benefit income due to income support issues with 16-17 year olds
Leisure & Recreation						
Pembrey ski shop	111	-115	52	-41	15	Projected shortfall in sales income
Carmarthen Leisure Centre	1,207	-1,131	1,208	-1,101	30	Numerous income accounts forecasting shortfalls
Sport & Leisure East	209	-64	194	-64	-14	Part year vacancy
Amman Valley Leisure Centre	703	-543	708	-513	36	Numerous income accounts forecasting shortfalls
Sport & Leisure General	643	-50	655	-97	-35	One off income projected during 16-17
Llanelli Leisure Centre	1,117	-959	1,113	-992	-36	Projected increased income
Mobile Library	120	0	160	0	40	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met
Museums General	180	0	144	0	-36	Part year vacancies
Laugharne Boathouse	152	-95	164	-122	-15	Projected increased income
Leisure Management	278	0	266	0	-12	Numerous minor underspends
Other Variances					28	
Grand Total					845	

Environment Department
Budget Monitoring as at 30th June 2016

Division	Working Budget				Forecasted				Jun 2016 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	
Policy & Development	849	0	-739	110	961	-26	-739	196	87
Street Scene	49,897	-25,602	7,795	32,090	49,729	-25,398	7,795	32,125	35
Transport	24,396	-16,335	1,840	9,900	24,408	-16,132	1,840	10,115	215
Property Services	46,768	-42,662	-1,130	2,977	41,761	-37,421	-1,130	3,210	234
Planning	4,003	-2,407	555	2,151	3,835	-2,385	555	2,005	-147
GRAND TOTAL	125,913	-87,005	8,321	47,228	120,694	-81,363	8,321	47,652	423

Environment Department - Budget Monitoring as at 30th June 2016
Main Variances

Division	Working Budget		Forecasted		Jun 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Policy & Development						
Departmental - Policy	596	0	706	-26	83	Efficiencies anticipated from admin review yet to be implemented £111k
Streetscene						
Public Conveniences	510	-23	522	-25	11	Full extent of savings not yet realised - currently in year 3 of a 3 year asset transfer programme with negotiations and terms currently being concluded on the balance of the proposed transfers
Cleansing Service	1,886	-52	1,931	-53	44	Previously identified efficiencies (labour and plant) have not been met due to the sustained demands on the cleansing service.
Transport						
Passenger Transport	3,960	-2,517	4,830	-3,195	200	£200k managed pool car efficiency not achieved
Transport to Schools & Colleges	9,885	-1,073	9,977	-1,132	25	Estimated overspend based on an initial assessment of demand however this may change when the new academic year commences. A number of routes have also
Car Parks	1,635	-3,156	1,394	-2,974	-59	Demand for car parks has increased, generating additional income
Nant y Ci Park & Ride	1	0	58	-16	41	Members decision to withdraw the service/funding in 15/16 - the modified service is currently being trialled with the LHB to generate additional revenue to cover the shortfall
Property Services						
Building Maintenance Operational	26,969	-30,090	22,705	-25,593	234	On-going review of Building Maintenance expenditure and income will hopefully reduce the forecasted overspend by the year-end.
Public Conveniences repairs	0	0	21	0	21	Asset transfer not undertaken - budget removed in 11/12 efficiencies
Industrial Premises	344	-1,260	291	-1,239	-32	Forecast based on current occupancy levels which are very high and could reduce during the year
County Farms	70	-308	60	-312	-14	Entitlements reduced and rent increases implemented
Livestock Markets	39	-174	67	-181	22	Forecast based on last year's outturn, new lease negotiations currently taking place which may generate some additional income
Planning						
Minerals	254	-107	250	-157	-53	Underspend mainly due to charging out of staff to externally funded projects as a 'direct cost'
Policy-Development Planning	457	-21	367	-22	-91	Underspend mainly as a result of vacant posts
Other Variances					-8	
Grand Total					423	

Policy & Resources Scrutiny Report

Budget Monitoring as at 30th June 2016 - Detail Monitoring

Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Chief Executive										
Chief Executive-Chief Officer	336	0	-329	6	335	0	-329	6	-0	
Corporate Savings Target	-949	0	0	-949	-402	0	0	-402	547	Standby and Health and Safety Corporate savings yet to be implemented
Chief Executive Total	-613	0	-329	-942	-67	0	-329	-396	547	
People Management & Performance										
SCWDP	658	-417	0	241	658	-417	0	241	0	
Practise Placements	64	-67	0	-3	90	-95	0	-5	-2	
Business Support	199	-1	-199	-0	170	-1	-199	-29	-29	Savings on Supplies & Services
Personnel Management	903	-199	-696	7	881	-204	-696	-19	-27	Vacant posts
Consultancy & Development	109	-13	-94	2	115	-13	-94	8	6	
Job Evaluation	95	-4	-92	-1	97	-4	-92	2	3	
Fitness For Work	607	-343	-257	7	632	-372	-257	4	-3	
Corporate Learning & Development	541	-13	-527	1	648	-112	-527	8	7	
Admin HR	389	0	-386	2	391	-3	-386	2	-0	
DBS Checks	114	0	0	114	119	-6	0	114	0	
Childcare Voucher Scheme	0	0	0	0	48	-48	0	-0	-0	
People Management & Performance Total	3,677	-1,058	-2,251	368	3,850	-1,275	-2,251	324	-45	
Admin and Law										
Corp. Mgmt (Chief Exec)	20	0	578	598	20	0	578	598	-0	
Democratic	1,660	0	2,654	4,314	1,657	-0	2,654	4,311	-3	
Civic Ceremonial	22	0	68	89	22	-0	68	89	-0	
Land Charges Administration	80	-275	84	-111	58	-275	84	-133	-22	Additional searches income anticipated
Corporate Serv-Democratic	486	0	-474	12	486	0	-474	12	-0	
Corporate Serv-Administration	188	-0	-189	-1	188	-0	-189	-1	0	
Corporate Serv-Legal	1,405	-262	-1,132	11	1,403	-259	-1,132	11	-0	
Local Duplicating Centre	16	-53	20	-18	0	-38	20	-18	-0	
Corporate Serv-Land Charges	65	0	-65	-1	65	0	-65	-0	0	
Police and Crime Commissioner	0	0	0	0	0	0	0	0	0	
Central Mailing	34	0	22	55	34	0	22	55	-0	
Admin and Law Total	3,975	-591	1,565	4,950	3,932	-573	1,565	4,924	-25	

Policy & Resources Scrutiny Report

Budget Monitoring as at 30th June 2016 - Detail Monitoring

Page 92	Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
		Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
	Regeneration & Policy										
	Customer Focus and Policy										
	TIC Team	96	-91	0	6	97	-91	0	6	0	
	Executive Board Support	6	0	0	6	6	0	0	6	0	
	Registrars	379	-238	131	272	405	-264	131	272	0	
	Welsh Language	169	0	-169	-0	180	0	-169	11	11	Maternity leave cover
	Communications	16	0	-16	0	1	0	-16	-15	-15	Savings on Supplies & Services
	Press	93	-7	-87	0	103	-7	-87	9	9	
	Direct Communications	530	-268	-263	-1	450	-188	-263	-1	0	
	Corporate Serv-Translation	493	-15	-272	206	486	-8	-272	206	0	
	Customer Services	57	-6	-46	6	56	-6	-46	5	-1	
	Carbon Reduction Programme	405	0	0	405	405	0	0	405	0	
	Domestic Abuse Services Grant	0	0	0	0	0	0	0	0	0	
	Performance Management	558	-19	-413	127	491	-19	-413	60	-67	Vacant Post due to secondment
	Chief Executive-Policy	516	-63	-456	-3	583	-105	-456	22	25	Income target not achievable
	CCTV Operators	33	0	19	52	33	0	19	52	-0	
	Local Service Board Activity	9	0	10	19	9	0	10	19	-0	
	Equalities	6	0	33	38	6	0	33	38	0	
	Community Safety-Revenue	29	0	74	103	66	-37	74	103	-0	
	Community Cohesion Fund	0	0	0	0	-0	0	0	-0	-0	
	Customer Services Centres	528	-222	-319	-14	527	-222	-319	-14	-1	
	Contact Centre	562	-59	-494	9	556	-59	-494	3	-6	
	Customer Focus Wales	0	0	0	0	3	-3	0	0	0	
	Customer Focus and Policy Total	4,484	-987	-2,266	1,230	4,461	-1,008	-2,266	1,187	-43	

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Budget Monitoring as at 30th June 2016 - Detail Monitoring

Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Statutory Services										
Elections - County Council	70	0	140	210	70	0	140	210	0	
Elections - Parliamentary	0	0	0	0	122	-122	0	0	0	
Registration Of Electors	152	-2	255	404	194	-2	255	446	42	Additional cost of individual electoral registration
Coroners	279	0	18	297	373	0	18	391	94	Additional storage costs and anticipated increase in Coroners salary
Electoral Services - Staff	262	0	-261	1	235	0	-261	-25	-26	Vacant post
Statutory Services Total	763	-2	152	913	995	-125	152	1,022	109	
Property										
Property	548	-122	-535	-109	548	-122	-535	-109	0	
Industrial Premises – JV's	40	-125	0	-85	1	-87	0	-85	-1	
Commercial Property – Chief Executive	38	-324	876	591	38	-324	876	591	-0	
Provision Markets	520	-595	450	375	527	-602	450	375	0	
Property Total	1,146	-1,166	791	772	1,115	-1,135	791	771	-1	
Regeneration										
WWEC Matchfunding for Future Schemes	1	0	24	25	1	0	24	25	0	
RDP Leader Running Costs (E)	62	-62	0	-0	60	-60	0	0	0	
RDP Leader Animation Costs (E)	109	-109	0	0	107	-107	0	0	0	
RDP Leader Implementation Costs (E)	188	-188	0	0	120	-120	0	-0	-0	
Regional Engagement Team (E)	0	0	0	0	229	-229	0	0	0	
West Wales European Centre	421	-307	97	211	250	-117	97	229	19	Overspend mainly due to projected non-achievement of income target, partly netted off by cost savings on salaries (vacant posts), premises costs (following move to Nant Y Ci) and other supplies and services - pending realignment of budgets.
Marketing Tourism Development	462	-21	59	500	450	-21	59	488	-12	
Visitor Information	75	-9	15	80	82	-5	15	92	12	
Llanelli Community	41	0	25	66	41	0	25	66	0	
Communities First - CCC Cluster (E)	580	-580	0	0	589	-589	0	0	0	
Communities First Lift (E)	93	-93	0	0	93	-93	0	-0	-0	
Communities for Work	157	-157	0	0	157	-157	0	-0	-0	
Exploitation of Digital Technology in Carmarthenshire	43	-43	0	0	39	-39	0	0	0	

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Budget Monitoring as at 30th June 2016 - Detail Monitoring

Page 94 Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Amman Gwendraeth Community	97	0	12	109	104	0	12	116	7	
3 T's Community Dev Core Budget	291	0	31	322	285	0	31	316	-6	
Betws wind farm community fund (E)	111	-111	2	2	111	-111	2	2	0	
Community Grants	148	0	5	153	148	0	5	153	-0	
Rural Carmarthenshire	25	0	5	30	25	0	5	30	-0	
Physical Regeneration	361	0	3,149	3,510	322	0	3,149	3,470	-40	Underspend mainly due to staff vacancies
Amman Gwendreath Regeneration	24	0	3	27	24	0	3	27	-0	
Llanelli Regeneration	21	0	3	23	21	0	3	23	0	
Llanelli Coast Joint Venture	135	-135	5	5	192	-192	5	5	-0	
The Beacon	126	-126	8	8	162	-162	8	8	-0	
Support for Carmarthenshire Businesses	0	0	1	1	0	0	1	1	0	
Carmarthen town centre partnership (E)	10	-10	0	0	10	-10	0	0	0	
Ammanford town centre partnership (E)	13	-13	0	0	13	-13	0	-0	-0	
RLP - UK Futures (E)	0	0	0	0	45	-45	0	0	0	
RLP Transition	0	0	0	0	78	-78	0	-0	-0	
Regen Core & Policy Performance	0	0	0	0	6	0	0	6	6	
Regeneration Business Support Unit	333	-107	317	543	348	-78	317	587	44	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property still hasn't been sold so ongoing overspend shown as a result
Match Funding Earmarked for Future Schemes	7	0	300	307	7	0	300	307	0	
Business Support Projects	72	0	27	99	72	0	27	99	-0	
UN Sir Gar	167	-128	0	39	179	-128	0	50	11	
Business Services Salaries	174	0	20	194	174	0	20	194	-1	
Sector Development	61	0	6	67	39	0	6	45	-23	Planned underspend to offset budget pressures elsewhere within Regeneration
Workways plus	0	0	0	0	233	-233	0	-0	-0	
Events	67	-29	3	41	65	-27	3	41	-0	
Regeneration Total	4,477	-2,228	4,115	6,363	4,875	-2,610	4,115	6,379	16	
Financial Services										
Chief Officer	331	-42	-288	0	330	-42	-288	-0	-0	
Accountancy	1,785	-295	-1,492	-2	1,798	-406	-1,492	-101	-98	Vacant Posts
Treasury and Pension Investment Section	218	-110	-107	1	217	-110	-107	-1	-2	
Local Taxation	818	-713	669	774	818	-713	669	774	-0	
Housing Benefits Admin	1,448	-749	-571	128	1,448	-749	-571	128	-0	
Housing Advances Admin	0	0	3	3	0	0	3	3	0	
Revenues	810	-140	-670	0	810	-140	-670	0	0	

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Budget Monitoring as at 30th June 2016 - Detail Monitoring

Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Benefits Fraud	52	0	-52	0	52	0	-52	0	-0	
Grants and Technical	194	-94	-70	29	194	-94	-70	29	0	
Payroll	549	-320	-229	1	549	-320	-229	1	0	
Payments	486	-81	-394	10	486	-84	-394	7	-3	
Pensions	869	-814	-50	4	869	-814	-50	4	-0	
Financial Services Total	7,559	-3,358	-3,252	949	7,570	-3,473	-3,252	846	-103	
Audit Risk & Procurement										
Procurement	339	-5	-336	-2	339	-5	-336	-2	0	
Audit	605	-20	-537	47	572	-20	-537	14	-33	Part year Vacant Post
Risk Management	131	-2	-130	-1	132	-2	-130	-0	1	
Audit Risk & Procurement Total	1,074	-28	-1,003	44	1,043	-28	-1,003	12	-32	
ICT										
Information Technology	3,443	-446	-3,007	-10	3,468	-394	-3,007	68	78	Sickness cover for Head of IT
Central Telephone Network	1,073	-362	-709	3	1,043	-331	-709	3	0	
ICT Total	4,516	-807	-3,716	-7	4,511	-725	-3,716	70	78	
Performance & Development										
Business Support Unit	96	0	-143	-47	96	0	-143	-47	0	
Corporate Services Training	101	0	-101	0	101	-1	-101	-1	-1	
Performance & Development Total	197	0	-245	-47	197	-1	-245	-48	-1	
Other Services										
Audit Fees	364	-84	4	284	317	-84	4	238	-46	Reduction in grant audit fees
Bank Charges	61	0	1	63	51	0	1	52	-10	
Council Tax Benefits	15,108	0	61	15,168	15,108	0	61	15,168	0	
Rent Allowances	47,077	-47,090	1,302	1,288	47,077	-47,090	1,302	1,288	0	
Miscellaneous Services	6,183	-107	-1,503	4,572	6,163	-107	-1,503	4,552	-20	Reduction in Subscriptions
Other Services Total	68,793	-47,281	-136	21,376	68,715	-47,281	-136	21,299	-77	
TOTAL FOR POLICY & RESOURCES	100,049	-57,507	-6,574	35,968	101,198	-58,233	-6,574	36,392	424	

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Capital Programme 2016/17

Appendix C

Capital Budget Monitoring - Report for June 2016

DEPARTMENT	Working Budget			Forecasted			Variance for Year £'000
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
COMMUNITIES							
- Private Housing	2,896	-7	2,889	2,896	-7	2,889	0
- Social Care	2,865	0	2,865	505	0	505	-2,360
- Leisure	3,872	-1,050	2,822	2,365	-50	2,315	-507
ENVIRONMENT	20,155	-6,236	13,919	19,491	-6,236	13,255	-664
EDUCATION & CHILDREN	25,143	-5,536	19,607	20,667	-6,334	14,333	-5,274
CORPORATE SERVICES	7,783	-72	7,711	7,100	-72	7,028	-683
CHIEF EXECUTIVE							
- Regeneration	15,544	-5,830	9,714	14,955	-6,694	8,261	-1,453
TOTAL	78,258	-18,731	59,527	67,979	-19,393	48,586	-10,941

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Capital Programme 2016/17

Capital Budget Monitoring - Main Variances Report for June 2016

	Working Budget			Forecasted		
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
DEPARTMENT/SCHEMES						
COMMUNITIES						
- Private Housing	2,896	-7	2,889	2,896	-7	2,889
- Social Care	2,865	0	2,865	505	0	505
Learning Disabilities Accomodation Developments	228	0	228	0	0	0
Carmarthen Area Extra Care (Cartref Cynnes)	577	0	577	345	0	345
Ammanford / Llandybie Extra Care (Ty Dyffryn)	560	0	560	160	0	160
Llanelli Area Extra Care	1,500	0	1,500	0	0	0
- Leisure	3,872	-1,050	2,822	2,365	-50	2,315
Countryside Recreation & Access	676	-300	376	414	-54	360
Carmarthen Park Velodrome	286	0	286	70	0	70
Burry Port Harbour Dredging	400	0	400	19	0	19
Pembrey Country Park - Strategic Infrastructure Development	1,000	-750	250	355	0	355
Other Projects with Minor Variances	1,510	0	1,510	1,507	4	1,511
ENVIRONMENT	20,155	-6,236	13,919	19,491	-6,236	13,255
Bridge Strengthening & Replacement	489	0	489	167	0	167
Trebeddrod Reservoir, Furnace	185	0	185	322	0	322
Pantvlyn Retaining Wall, Llanvbydder	500	0	500	20	0	20
Other Projects with Minor Variances	18,981	-6,236	12,745	18,982	-6,236	12,746
EDUCATION & CHILDREN	25,143	-5,536	19,607	20,667	-6,334	14,333
MEP External Funding Income	0	-5,300	-5,300	0	-6,097	-6,097
Ffwrnes - New Two Form Entry School	943	0	943	592	0	592
Ysgol Pen Rhos CP School - New Two Form Entry (Formerly Seaside)	3,333	0	3,333	3,583	0	3,583
Cwm Tywi - New Area Primary School	2,041	0	2,041	150	0	150
Ysgol Trimsaran - New School Building	3,924	0	3,924	2,500	0	2,500
Parc Y Tywyn Band A	3,526	0	3,526	2,600	0	2,600
Laugharne CP - Transfer Double Mobile Classroom	137	0	137	0	0	0
Other Projects with Minor Variances	11,239	-236	11,003	11,242	-237	11,005
CORPORATE SERVICES	7,783	-72	7,711	7,100	-72	7,028
IT Strategy Developments	1,829	0	1,829	1,230	0	1,230
IT Fit-out of Eastgate Offices	351	0	351	257	0	257
Other Projects with Minor Variances	5,603	-72	5,531	5,613	-72	5,541
CHIEF EXECUTIVE						
- Regeneration	15,544	-5,830	9,714	14,955	-6,694	8,261
Ammanford Town Centre Regeneration	444	0	444	189	0	189
Cross Hands East strategic Employment Site	528	0	528	351	0	351
Margaret St - Retaining Wall & Road Widening	237	0	237	66	0	66
SBCRC for Env Sustain - Cross Hands East Office Dev	850	0	850	0	0	0
Other Projects with Minor Variances	13,485	-5,830	7,655	14,349	-6,694	7,655
TOTAL	78,258	-18,731	59,527	67,979	-19,393	48,586

Variance for Year £'000	Comment
0	
-2,360	
-228	Options are being considered for the location of future learning disability provision as part of a review of council buildings
-232	Savings identified on scheme
-400	Savings identified on scheme
-1,500	Options/Appraisals being considered for potential scheme
-507	
-16	Due to monies being retained to match fund
-216	Works to be completed in summer 2017
-381	Currently with consultants for consideration for most appropriate option of works
105	Works on Entrance & Toilet/Shower block additional to original planned works
1	
-664	
-322	Land acquisition issues - works to be carried out in 17/18
137	Additional Works required
-480	Land acquisition problems and delay in surveying
1	
-5,274	
-797	Re-Profile of MEP funding required due to profile of Band A Schemes Works
-351	Savings on project based on budget
250	Scheme ahead of schedule
-1,891	Due to scheme being redesigned
-1,424	Works on site delayed due to tender process with contractor
-926	Original planned timeline being reprofiled
-137	Mobile not now required - funding to be incorporated to alternative works at School
2	
-683	
-599	Various projects on hold pending review of collaboration opportunities
-94	Delay at procurement and design stage - works to be completed early 17/18
10	
-1,453	
-255	Budget reprofiled to support the Ammanford masterpan including Property Development Grant
-177	Slippage required to meet land acquisition costs
-171	Works on retaining wall in 16/17 is subject to legal agreement with proposed developer. Road widening works to be carried out in 17/18
-850	Subject to scheme approval and linked to anticipated WG funding package (Property Development Fund). We currently await further confirmation from WG
0	
-10,941	

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Chief Executive & Corporate Services

Appendix E

Capital Budget Monitoring Detail Variances Scrutiny Report for June 2016

Scheme	Target Date for Completion	Working Budget			Forecasted			Variance for Year £'000	Comment
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
St Davids Park	Mar-17	446	0	446	446	0	446	0	
IT Strategy Developments	Ongoing	1,830	0	1,830	1,230	0	1,230	-600	Various projects on hold pending review of collaboration opportunities
Rural Estates Capital Schemes	Mar-16	300	0	300	300	0	300	0	
Capital maintenance	Ongoing	3,697	0	3,697	3,697	0	3,697	0	
Cross Hands West (LR00200)	Completed	69	-72	-3	69	-72	-3	0	
Refurbishment Works Ty Elwyn	Completed	28	0	28	38	0	38	10	
Industrial Redevelopments		1,000	0	1,000	1,000	0	1,000	0	
East Gate Development		413	0	413	320	0	320	-93	Delay at procurement and design stage - works to be completed early 17/18
Llanelli JV General	Mar-17	1,286	0	1,286	1,286	0	1,286	0	
Community Development		145	0	145	145	0	145	0	
RDP2 (Rural Dev Plan Ph2) Axis3 - Physical Regeneration Projects		9	0	9	9	0	9	0	
Mynydd Y Betws Wind Farm Community Benefit Fund		62	0	62	62	0	62	0	
County Wide Regeneration fund 2015-16 Onwards		8,330	-5,830	2,500	8,330	-5,830	2,500	0	
Health & Safety Remediation Works		100	0	100	100	0	100	0	
Llanelli and Coastal Belt Area		1,570	0	1,570	2,292	-722	1,570	0	
Cardarvan and Rural Area		1,943	0	1,943	2,085	-142	1,943	0	
Arfon and Crosshands Growth Zone		2,099	0	2,099	646	0	646	-1,453	
NET BUDGET		23,327	-5,902	17,425	22,055	-6,766	15,289	-2,136	

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POLICY & RESOURCES SCRUTINY COMMITTEE 5th OCTOBER 2016

QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2016 TO 30TH JUNE 2016

To consider and comment on the following issues:

- Members are requested to satisfy themselves that the activities undertaken in the attached report are consistent with the requirements of the Treasury Management Policy and Strategy approved by Full Council on the 23rd February 2016.

Reasons:

- Scrutiny Committee has a key role to play in scrutinising the Treasury Management function within the Authority.

To be referred to the Executive Board / Council for decision: YES

Referred to Executive Board 17th October 2016

Executive Board Member Portfolio Holder/s: Cllr. David Jenkins (Resources)

<p>Directorate: Corporate Services</p> <p>Name of Head of Service: Chris Moore</p> <p>Report Author: Anthony Parnell</p>	<p>Designations:</p> <p>Director of Corporate Services</p> <p>Treasury and Pensions Investments Manager</p>	<p>Tel Nos. / E-Mail Addresses:</p> <p>Tel No. 01267 224160; E Mail: CMoore@carmarthenshire.gov.uk</p> <p>Tel No. 01267 224180; E Mail: AParnell@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE

5th OCTOBER 2016

Quarterly Treasury Management and Prudential Indicator Report 1st April 2016 to 30th June 2016	
BRIEF SUMMARY OF PURPOSE OF REPORT. To inform Members of the activities within the Treasury Management Function for the period 1 st April 2016 to 30 th June 2016.	
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		Title 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

<p>1. Policy, Crime & Disorder and Equalities Policy: Within the requirements of the Treasury Management Policy and Strategy report 2016-2017.</p> <p>3. Finance The authority's investments during the period returned an average return of 0.51%, exceeding the 7 day LIBID rate. Gross interest earned on investments for the period amounted to £0.094m and interest paid on loans was £1.13m. The Authority did not breach any of its Prudential Indicators during the period. At the period end the investments included £0.65m of KSF investments. 83.75% of the claim submitted has now been received. The administration of KSF is expected to continue for some time again and further updates will be provided in future reports.</p>
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CONSULTATIONS

<p>I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below: Signed: C Moore Title Director of Corporate Services</p> <p>1. Local Member(s) – N/A 2. Community / Town Council – N/A 3. Relevant Partners – N/A 4. Staff Side Representatives and other Organisations – N/A</p>

**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	Corporate Services Department, County Hall, Carmarthen

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QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1st April 2016 – 30th June 2016

A QUARTERLY TREASURY MANAGEMENT REPORT

1. Introduction

The Treasury Management Policy and Strategy for 2016-2017 was approved by Council on 23rd February 2016. 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 2016 to 30th June 2016 and satisfies the reporting requirement stated above.

1.1 European Union (EU) Referendum

The majority vote in favour of leaving the EU in the referendum held on 23rd June 2016 will signal a period of uncertainty in the UK, with implications for the country's medium-term growth outlook. Since the referendum result, rating agencies Fitch and Standard & Poor's have downgraded the UK's sovereign rating. However, none of the three major rating agencies have taken any action in relation to the UK banking credit ratings. The rating status of the UK banks will continue to be monitored and if there is a rating movement then appropriate action will be taken in accordance with 'Appendix C - Approved Counterparties for Lending' of the 'Treasury Management Policy and Strategy 2016-17'.

While the uncertainty within the markets continues, the Bank of England has stated that it will take all necessary steps to ensure stability. One tool at its disposal is to adjust the base rate.

2. 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 own cash the 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 2016 to 30th June 2016 analysed between Banks, Building Societies, Local Authorities and Money Market Funds, are shown in the following table:

Investments	1.4.16				30.06.16			
	Call and notice	Fixed Term	Total		Call and notice	Fixed Term	Total	
	£m	£m	£m	%	£m	£m	£m	%
Banks, building societies and 100% wholly owned subsidiaries	13.00	7.65	20.65	45	14.00	3.65	17.65	26
Money Market Funds	15.00	0.00	15.00	33	11.50	0.00	11.50	17
Local Authorities	0.00	10.00	10.00	22	0.00	38.00	38.00	57
TOTAL	28.00	17.65	45.65	100	25.50	41.65	67.15	100

Investments on call are available immediately on demand.
Fixed term investments are fixed to a maturity date.

The £67.15m includes £0.65m (16.25% 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 £376.15m. This averaged approximately £28.93m per week or £4.13m per day. A summary of turnover is shown below:

	£m
Total Investments 1st April 2016	45.65
Investments made during the quarter	198.80
Sub Total	244.45
Investments Repaid during the quarter	(177.30)
Total Investments at 30th June 2016	67.15

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 2016-2017 the Council has compared its performance against this "7 day LIBID rate". For the period under review the average "7 day LIBID rate" was 0.36% whereas the actual rate the Council earned was 0.51%, an out performance of 0.15%.

This outperformance can be quantified to £27k additional interest earned compared to the “7 day LIBID rate”.

The gross interest earned on investments for the period amounted to £94k.

The income from investments is used by the Authority to reduce the net overall costs to the Council taxpayer.

3. Update on the investments with Kaupthing Singer & Friedlander (KSF)

No dividends were received during the quarter. As at 30th June 2016 the sum of £3.35m principal and £205k interest had been received from the administrators, which equates to 83.75% of the claim submitted. The administrators currently expect the total repayment to be up to 85.5% of the original claim with further dividends expected in 2016-2017 and 2017-2018.

A further update will be provided in future reports.

4. Security, Liquidity and Yield (SLY)

Within the Treasury Management Strategy Statement for 2016-2017, 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 £0.65m in KSF) as at 30th June 2016.

5. 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 2016 and 30th June 2016 are shown in the following table:

Loans	Balance at 01.04.16 £m	Balance at 30.06.16 £m	Net Increase/ (Net Decrease) £m
Public Works Loan Board (PWLB)	369.59	369.58	(0.01)
Market Loan	3.00	3.00	0.00
Salix, Invest to Save, HILS & TCL	3.44	3.32	(0.12)
TOTAL	376.03	375.90	(0.13)

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.

5.1 New Borrowing

No new loans were borrowed during the period.

5.2 Interest Paid

Interest paid on loans in the period was:

PWLB Interest Paid £m	Market Loan Interest Paid £m	Total Interest Paid £m
1.06	0.07	1.13

6. Rescheduling and Premature Loan Repayments

No rescheduling opportunities arose during the period and there were no premature repayments of debt.

7. Leasing

No leases were negotiated in the period ended 30th June 2016.

8. Conclusion

The Treasury Management function for the period ended 30th June 2016 has been carried out within the policy and guidelines set in the Treasury Management Policy and Strategy 2016-2017.

B. QUARTERLY PRUDENTIAL INDICATOR REPORT

1. Introduction

As part of the 2016-2017 Budget and the Treasury Management Policy and Strategy 2016-2017, 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 2016-2017 in the Budget was:

	2016-2017
	%
Non –HRA	5.77
HRA	37.46

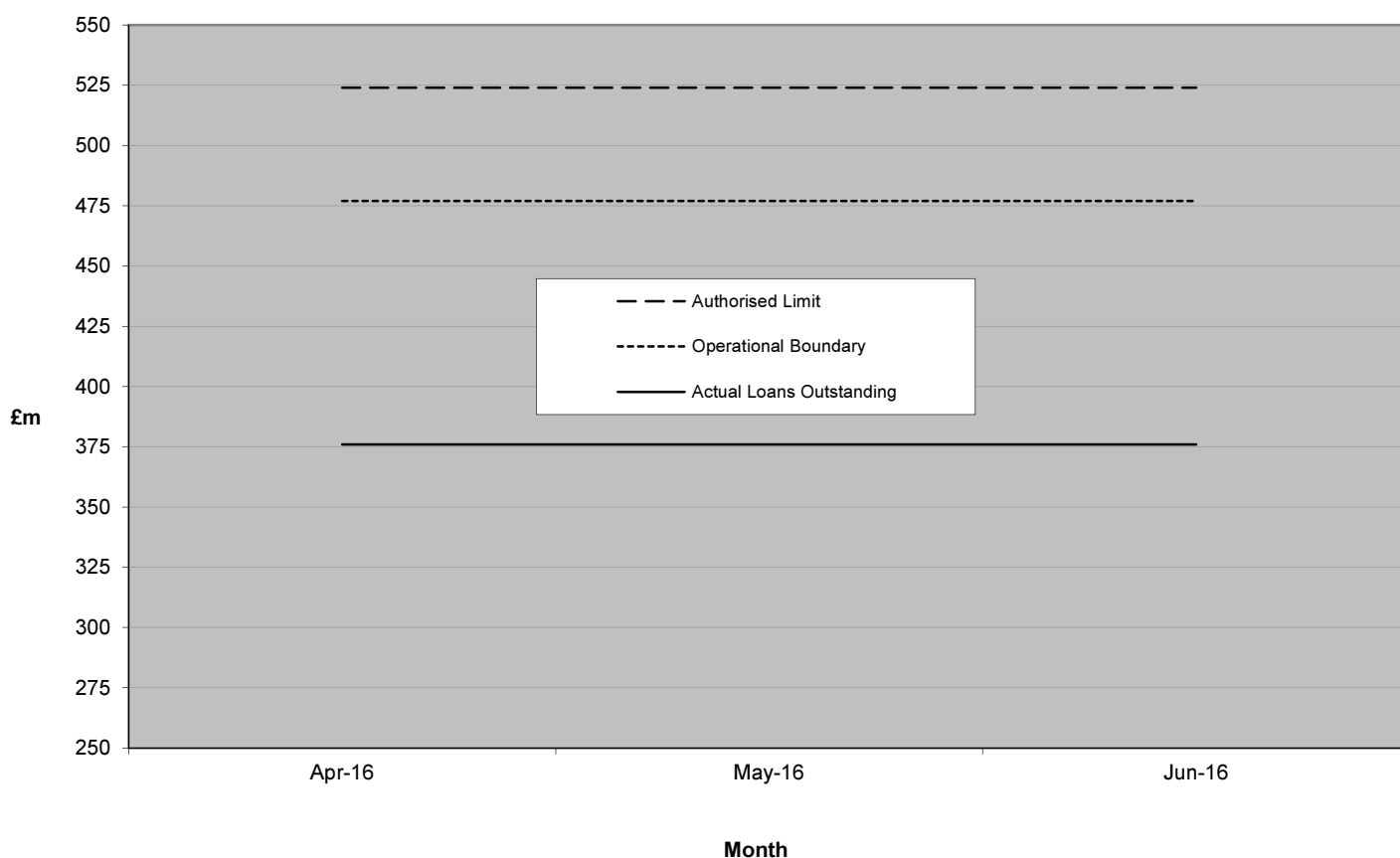
An examination of the assumptions made in calculating this indicator concluded that there have been no changes in the period.

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 2016-2017. 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-16 £m	May-16 £m	Jun-16 £m
Authorised Limit	524	524	524
Operational Boundary	477	477	477
Loans Outstanding	376	376	376

2.3 Treasury Management Prudential Indicators

2.3.1 Interest Rate Exposure

Position as at 30th June 2016:

	Fixed Interest Rate £m	Variable Interest Rate £m	TOTAL £m
Borrowed	372.90	3.00	375.90
Invested	(41.65)	(25.50)	(67.15)
Net	331.25	(22.50)	308.75
Limit	445.00	20.00	
Proportion of Net Borrowing Actual	107.29%	(7.29)%	100.00%
Limit	150.00%	10.00%	

The authority is within limits set by the 2016-2017 indicators.

2.3.2 Maturity Structure Of Borrowing

	Structure at 30.06.16 %	Upper Limit %	Lower Limit %
Under 12 months	2.39	15	0
12 months to 2 years	1.77	25	0
2 years to 5 years	6.55	50	0
5 years to 10 years	11.00	50	0
10 years to 20 years	18.90	50	0
20 years to 30 years	21.15	50	0
30 years to 40 years	23.88	50	0
40 years and above	14.36	50	0

The authority is within the limits set by the 2016-2017 indicators.

2.3.3 Maximum principal sums invested longer than 364 days

	2016-2017 £m
Limit	10
Actual as at 30 th June 2016	NIL

3. Conclusion

For the period 1st April 2016 to 30th June 2016 the actual Prudential Indicators to be monitored by the Executive Board are within the limits set by the Budget 2016-2017 and the Treasury Management Policy and Strategy 2016-2017. This is also true for the indicators being monitored by officers.

Investment Summary as at 30th June 2016

Carmarthenshire County Council

Totals		
Total	£66,500,000	
Calls & MMFs	£25,500,000	38%
Fixed Deposits	£41,000,000	62%
Specified	£66,500,000	100%

Weighted Average		
Yield		0.53%
Maturity (Days)		
Total Portfolio	Total Portfolio	42.04
Long Term		
Short Term		
AAA	-	1.00
AA	F1	66.26
A	F1	15.65
BBB	F2	0.00
CCC	C	0.00

Risk Factors		
< 1 year	£1,835	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	£1,835	0.003%

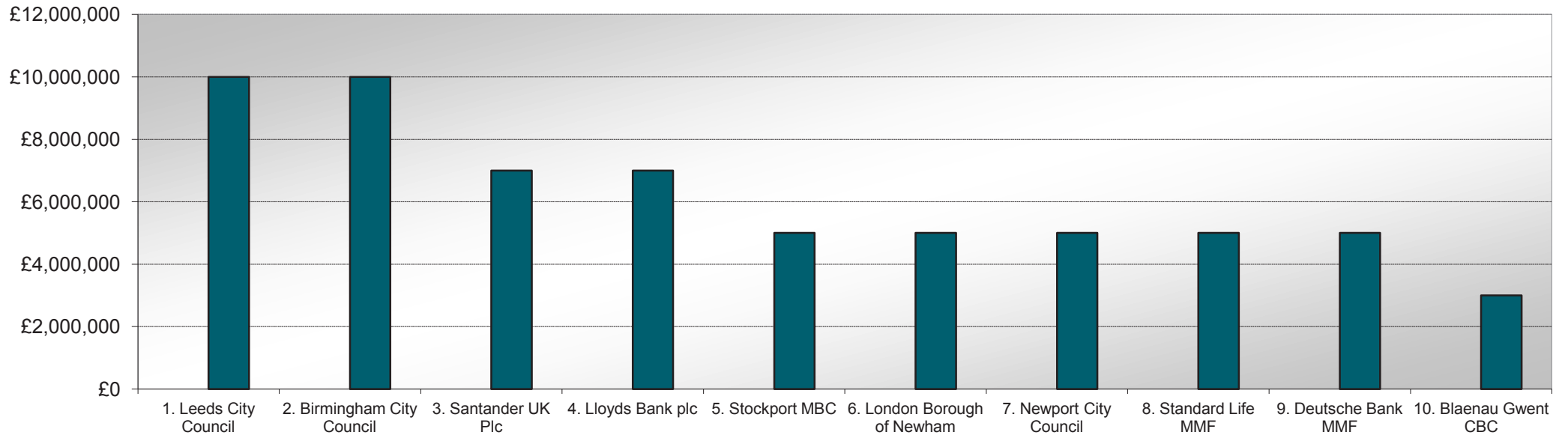
Maturity Structure		
< 1 Week	£25,500,000	38%
< 1 Month	£18,000,000	27%
2 - 3 Months	£13,000,000	20%
3 - 6 Months	£10,000,000	15%
6 - 9 Months	£0	0%
9 - 12 Months	£0	0%
12 Months+	£0	0%
Total	£66,500,000	100%

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Top 10 Counterparty Holdings

Carmarthenshire County Council

Counterparty	Principal	% of Total Holding	WAM (Days)	WAYield	WADefault
1. Leeds City Council	£10,000,000	15.38%	84	0.45%	0.004%
2. Birmingham City Council	£10,000,000	15.38%	24	0.44%	0.001%
3. Santander UK Plc	£7,000,000	10.77%	1	0.86%	0.000%
4. Lloyds Bank plc	£7,000,000	10.77%	1	0.62%	0.000%
5. Stockport MBC	£5,000,000	7.69%	21	0.45%	0.001%
6. London Borough of Newham	£5,000,000	7.69%	106	0.50%	0.005%
7. Newport City Council	£5,000,000	7.69%	155	0.50%	0.007%
8. Standard Life MMF	£5,000,000	7.69%	1	0.50%	0.000%
9. Deutsche Bank MMF	£5,000,000	7.69%	1	0.47%	0.000%
10. Blaenau Gwent CBC	£3,000,000	4.62%	11	0.44%	0.001%



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**POLICY & RESOURCES
SCRUTINY COMMITTEE
5th OCTOBER 2016**

**Policy & Resources Scrutiny Committee – Annual
Report 2015/16**

To consider and comment on the following issues:

- That members consider and approve the Policy & Resources Scrutiny Committee's annual report for the 2015/16 municipal year.

Reasons:

- The Council's Constitution requires scrutiny committees to report annually on their work.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holder: NOT APPLICABLE

<p>Directorate: Chief Executive's</p> <p>Name of Head of Service: Linda Rees-Jones</p> <p>Report Author: Matthew Hughes</p>	<p>Designations:</p> <p>Head of Administration & Law</p> <p>Democratic Services Officer</p>	<p>Tel Nos. / E-Mail Addresses:</p> <p>01267 224010 lrjones@carmarthenshire.gov.uk</p> <p>01267 224029 mahughes@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE 5th OCTOBER 2016

Policy & Resources Scrutiny Committee – Annual Report 2015/16

The attached report has been prepared in order to comply with Article 6.2 of the County Council's Constitution which states that a scrutiny committee must:

“Prepare an annual report giving an account of the Committee’s activities over the previous year.”

The report provides an overview of the workings of the Policy & Resources Scrutiny Committee during the 2015/16 municipal year and includes information on the following topics:

- Overview of the Scrutiny Work Programmes
- Key issues considered
- Issues referred to or from Executive Board / Other Scrutiny Committees
- Member attendance at meetings

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
YES	YES	NONE	NONE	NONE	NONE	NONE

- 1. Policy, Crime & Disorder and Equalities** – In line with requirements of the County Council’s Constitution.
-
- 2. Legal** – In line with requirements of the County Council’s Constitution.

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. Local Member(s)** – N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. 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
Policy & Resources Scrutiny Committee Reports and Minutes	<p>Meetings held up to July 2015: http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/</p> <p>Meetings from September 2015 onwards: http://democracy.carmarthenshire.gov.wales/ie/ListMeetings.aspx?Committeed=170</p>

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Policy & Resources Scrutiny Committee Annual Report 2015/16

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Committee Membership 2015/16



Cllr. Hugh Richards
Chair
Felinfoel
(Independent)



Cllr. Glynog Davies
Vice-Chair
Cwarter Bach
(Plaid Cymru)



Cllr. Ryan Bartlett
Betws
(Labour)



Cllr. Theresa Bowen
Llwynhendy
(Independent)



Cllr. Jeff Edmunds
Bigyn
(Labour)



Cllr. Wyn Evans
Llanddarog
(Independent)



Cllr. Ken Howell
Llangeler
(Plaid Cymru)



Cllr. Anthony Jones
Llandybie
(Labour)



Cllr. Alun Lenny
Carmarthen South
(Plaid Cymru)



Cllr. Giles Morgan
Swiss Valley
(Independent)



Cllr. Darren Price
Gorlas
(Plaid Cymru)



Cllr. Ryan Thomas
Kidwelly
(Labour)



Cllr. Elwyn Williams
Llangynnwr
(Plaid Cymru)

Chair's Foreword

I am pleased, as Chair of the Committee, to present this Annual Report for the Policy & Resources Scrutiny Committee for the 2015/16 municipal year.

This report provides a comprehensive summary of the work undertaken by the Committee during the period May 2015 to April 2016.

The past year has continued to be a challenging period for the Council as a whole, particularly the continued unprecedented budget situation. However, I feel that this Committee has continued to constructively play its part in terms of scrutinising performance and contributing to key council policies and decisions.

The Committee discussed and scrutinised a wide variety of topics during the past year. These included the standard and regular monitoring reports as well as new policies and strategies being introduced by the County Council.

It is pleasing to note that the Committee's recommendation in relation to the regular performance monitoring reports presented to all the Council's scrutiny committees, has been acted upon and that the report format has been reviewed.

I would like to take this opportunity to thank all the members of the Committee for their on-going support and constructive input at meetings and other activities during the past year.

I would also like to express my thanks and appreciation to my Vice-Chair, Cllr. Glynog Davies for his support during the past year and to all the officers who have provided support, advice and guidance during this period.

*Cllr. Hugh Richards
Chair of Policy & Resources Scrutiny
Committee*

Introduction

Purpose of Annual Report

The following report has been prepared in order to comply with Article 6.2 of the County Council's Constitution which states that a scrutiny committee must:

“Prepare an annual report giving an account of the Committee's activities over the previous year.”

The report:

- Provides an overview of the work of the Policy & Resources Scrutiny Committee during the 2015/16 municipal year.
- Identifies key areas to be included in the Policy & Resources Scrutiny Committee's 'Forward Work Programme' for 2016/17.

Number of Meetings

In all, the Policy & Resources Scrutiny Committee met on 7 occasions between June 2015 and March 2016.

The Work Programme for 2014/15

In the main, meeting agendas were consistent with those outlined by the Forward Work Programme for 2015/16, which was confirmed by the Policy & Resources Scrutiny Committee at its meeting on the 11th June 2015.

The Forward Work Programme (FWP) was mainly based on key areas identified as objectives within the Integrated Community Strategy and Improvement Plan together with standard items such as performance and budget monitoring reports, action plan monitoring

reports, and specific requests from the scrutiny committee itself. Additional reports were also requested by the scrutiny committee during the year and the Forward Work Programme was amended accordingly.

The development of the concept of the Forward Work Programme and the process for its agreement, has allowed each scrutiny committee to determine their own work agendas. The benefits of such an approach has led to an improved level of debate and input during scrutiny committee meetings.

The Committee's Remit

The Policy & Resources Scrutiny Committee's key responsibilities are for:

- Monitoring authority wide policy and performance issues and scrutiny of the Local Service Board
- Cross-cutting issues
- Sustainable Development
- Finance
- Property
- Information Technology
- Communications
- Customer Services
- Audit
- Procurement
- Non-housing maintenance
- Organisational Development
- Human Resources
- Markets
- Emergency Planning

Key issues considered during 2015/16

Standard Scrutiny Monitoring Reports / Items

Half-Yearly Corporate and Departmental Performance Management Reports - One of the principal roles of scrutiny committees is to monitor the performance of services and functions within its remit. They undertake this work mainly through the consideration of half-yearly performance monitoring reports and various action plan monitoring reports. The performance monitoring report provides a balanced picture of performance across the relevant service areas. The Committee considered the half-yearly performance reports for its remit at its meetings in July and November 2015.

Revenue & Capital Budget Monitoring Reports - The Committee received quarterly reports on the departmental and corporate revenue and capital budgets. These reports enabled members to monitor the level of spend in each area and the progress made in any capital works.

Actions & Referrals Updates - During the course of the municipal year several requests for additional items were made by committee members to assist them in discharging their scrutiny role. In total, 13 recommendations / requests from the Community Scrutiny Committee were formally recorded. These quarterly reports were produced to give an update on progress and information was also circulated to members outside the formal committee meetings.

RECOMMENDATION

During its meeting in July 2015, the Committee expressed concerns about the format and length of 'Report B' (PIMS data). The Committee also commented that the information was out of date by the time the members came to consider it. At the meeting, the Committee was advised that members had previously requested a move from exception based reporting to a balanced and comprehensive format several years ago but that changing back to exception based reports could be accommodated, subject to endorsement by the Chairs and Vice Chairs of Scrutiny Forum and consultation with other committees. The Committee unanimously resolved to suggest:

- That the other scrutiny committees be offered the opportunity to receive Performance Management Report B on an exception basis.
- That the Chairs and Vice-Chairs of Scrutiny Forum review the format of Report B.

OUTCOME - This referral was presented to and accepted by the other scrutiny committees at their meetings in November 2015. At its meeting on the 11th February 2016, the Chairs & Vice-Chairs of Scrutiny Forum was briefed on the on-going work to develop a new performance monitoring report template for the scrutiny committees which would be presented via the new dashboard layout and by members using their iPads. The new format will be rolled out during 2016/17 and the performance reports presented on an exception basis for Quarter 1 and Quarter 3. The end of year performance position will be outlined as part of the Annual Report & Improvement Plan which is presented to each scrutiny committee during May and June each year.

Quarterly Treasury Management and Prudential Indicator Reports - The Committee received quarterly updates outlining the activities within the Treasury Management Function, in line with the requirements of the Treasury Management Policy and Strategy approved by the County Council on the 24th February 2015.

Performance / Progress Monitoring

Strategic Equality Plan Annual Report 2014/15 - In July 2015, the Committee received the 2014/15 annual report for the Strategic Equality Plan which was approved in March 2012. It was advised that the People Strategy Steering Group was now taking the lead on equalities and improving diversity.

Annual Treasury Management and Prudential Indicator Report 2014/15 - In July 2015, the Committee considered this annual report listing the treasury management activities which occurred during 2014/15 financial year, in line with the Treasury Management Policy and Strategy 2014/15, adopted by the County Council on the 19th February 2014. Committee members commended the work of the Treasury & Pension Investments Team during such challenging financial circumstances and requested that their thanks be forwarded to the relevant staff.

Wales Audit Office's (WAO) Assessment of Carmarthenshire County Council's Transform, Innovate and Change Programme - At its meeting in October 2015, the Committee was presented with a report of a review of the Council's TIC Programme by the Audit Office's Performance Audit Manager. The report had been undertaken during 2014/15 and published in May 2015. The Committee welcomed the report which gave a positive

assessment of the TIC programme in terms of its governance arrangements, objectives and contributions however included 3 proposals for improvement. The TIC Programme Manager advised members that the proposals had already been implemented with stronger business cases in terms of risk and anticipation of outcomes.

Spend on External Consultants 2014/15 - In November 2015, the Committee considered an annual update report that it had requested in respect of expenditure on external consultants and legal expertise.

Welsh Language Scheme Annual Report 2014/15 - In November 2015, the Committee also considered the Annual Report on the Welsh Language Scheme, which was necessary in order to comply with the Welsh Language Commissioner's monitoring arrangements. The report included the statutory and local indicators which measure compliance with the Scheme. It was advised that Standards would replace the current system of Welsh language schemes. The Welsh Language Commissioner gave Carmarthenshire County Council a compliance notice regarding the Welsh Language Standards Regulations on 30 September 2015 which required the Council to comply with most of the standards by 30 March 2016.



Complying with the new Welsh Language Standards - In February 2016, the Committee received a report detailing the progress being achieved by the Council in implementing, and complying with, the 170 new Welsh Language Standards received from the Welsh Language Commissioner on the 15th September by the designated timescales of either 30th March 2016 or, the 30th September, 2016.

ICT Strategy Update - In February 2016, the Committee considered a report detailing the progress being achieved in implementing the Council's ICT Strategy 2015-18, as approved by the Executive Board in December 2014. The Committee noted that since September 2015, a Joint Head of ICT had been in place between Carmarthenshire and Pembrokeshire County Councils, replacing the former arrangement with the Dyfed Powys Police.

Carmarthenshire Local Service Board Update 2015 - In March 2016 the annual update of the Carmarthenshire Local Service Board (LSB) was presented to the Committee. The update included a summary of the Board's structure, matters discussed during the year and progress with projects and specific pieces of work taken forward. The Committee was reminded that the LSB had been established in 2007 and that 2015-16 was the final year of its existence prior to the establishment of the Public Services Board (PSB) in May 2016 to meet the requirements of the Well-Being of Future Generations (Wales) Act. The PSB would be responsible for improving the economic, social, environmental and cultural well-being of the County and would utilise the sustainable development principle to maximise its contribution to the achievement of the seven national well-being goals.

The Committee was informed that whilst arrangements for the scrutiny of the PSB's work

had yet to be finalised there was an expectation that a designated local authority scrutiny committee (likely to be the Policy & Resources Scrutiny Committee in Carmarthenshire) would take on this role. The designated scrutiny committee could require any PSB member to give evidence to the committee but only in respect of the exercise of joint functions conferred on them as a member of the PSB.



**Public Services
Boards**

Well-Being of Future Generations (Wales) Act 2015 - In March 2016, the Committee considered a report on the Well-being of Future Generations (Wales) Act 2015 which was due to be implemented from April 2016 onwards. The Act, which would apply to 44 public bodies across Wales (including Carmarthenshire County Council), was aimed at improving the social, economic, environmental and cultural well-being of Wales and sought to set this principle at the heart of everything Welsh public service undertook.

Pre-Decision Scrutiny

Revenue Budget Strategy Consultation 2016/17 to 2018/19 - In January 2016, the Committee considered the Revenue Budget Strategy 2016/17 to 2018/ which had been endorsed by the Executive Board for consultation purposes at its meeting on 16th of November 2015. The Committee was advised that Welsh Government (WG) had announced the provisional settlement on the 9th of December and that Carmarthenshire would see a 1% cut in budget rather than the 3.3% on which the Strategy was predicated. This equated to an additional £7.5m for the 2016/17 budget however this also included the Outcome Agreement Grant. WG had funded £35m to protect education and £21m to protect social care on an all Wales basis which equated to £2.1m and £1.3m respectively for Carmarthenshire.

RECOMMENDATION

The Committee resolved to accept the report and endorse the Charging Digest.

OUTCOME - The budget was endorsed by County Council at its meeting on the 23rd February 2016.

Five Year Capital Programme 2016/17 - 2020/21 - In January 2016, the Committee also considered the five year capital programme which had been approved by the Executive Board for consultation on the 4th of January 2016. The Committee was advised that the timing of the provisional settlement had meant that it was the only scrutiny committee being consulted, however it was also planned to present the programme at a members' seminar. The overall programme was more than £221m capital investment and was strongly linked to regeneration and job creation in the county.

During discussions, the Committee questioned why Phase 2 of the Ammanford Valley Distributor Road had not been considered a priority in the draft capital programme, given the links with regeneration in the area and particularly in light of some of the projects included in the programme.

RECOMMENDATION

The Committee unanimously resolved that the draft Five Year Capital Programme 2016/17 – 2020/21 be endorsed subject to a request being made to the Executive Board that it re-consider including the Ammanford Valley Distributor Road Phase 2 in the new capital programme and continue to lobby the Welsh Government for Local Transport Grant funding for the project.

OUTCOME - The Committee's comments were considered by the Executive Board at its meeting on the 1st February 2016. At its meeting on the 23rd February 2016, County Council endorsed the Capital Budget.



Policy Development and Review

Draft Corporate Strategy 2015-2020 - In June 2015, the Committee considered this draft strategy which had been based on key areas such as 'making the best use of resources', 'building a better Council' and so on. This was in order to align with the current Annual Report & Improvement Plan reporting structure. The Committee noted that the strategy the recent Welsh Government White Paper on Reforming Local Government, entitled 'Power to Local People', made reference to a requirement that all local authorities should have published a Corporate Plan.

The Committee made a number of suggestions in relation to the strategy and the Council's core values, including; using the term 'residents' rather 'customers', that there should be fewer core values and distinction made between values and aims.

It was also noted that, given the Strategy was aimed at the public, it was important that the content should be clear and in user friendly language. It was queried whether or not the planning "wedding cake" and "golden thread" should also refer to the Westminster Government and Europe given their influence on our policies and funding. It was also suggested that a corporate staff survey would be helpful in finding out what staff think and how they feel.

RECOMMENDATION

The Committee resolved to endorse the draft Corporate Strategy to the Executive Board in light of the Committee's comments.

OUTCOME - The Corporate Strategy was considered by the Executive Board at its meeting on the 13th July 2015. The Board unanimously resolved to recommend to County Council that the Strategy be adopted. The Strategy was adopted by County Council at its meeting on the 9th September 2015.



Ageing Well In Wales: Local Ageing Well Plans

- In October 2015, the Committee considered the draft Local Ageing Well Plan for Carmarthenshire which had been developed to meet two key strategic drivers; the Ageing Well in Wales programme with five themes and The Strategy for Older People in Wales. The Plan linked with the 'Vision for Sustainable Services for Older People', under development within Communities. It also supported the 2015 Wellbeing of Future Generations Act, through contributing towards sustainable communities that enable people to age 'in-place'.

RECOMMENDATION

The Committee unanimously resolved to endorse the draft Plan to the Executive Board.

OUTCOME - The draft plan was endorsed by the Executive Board on the 30th November 2015 and by County Council at its meeting on the 13th January 2016.

Draft Strategic Equality Plan 2016-2020 - In November 2015, the Committee considered the draft Carmarthenshire County Council Strategic Equality Plan 2016-2020 which had been prepared to outline how the Council will meet its duties under the Equality Act 2010 and the Specific Duties for Wales. The Committee welcomed the Plan as it was concisely and clearly written. It was advised that an action plan would be developed to assess progress against the Plan's priorities and objectives. Annual reports would continue to be presented to the Committee.

Welsh Language Skills Strategy - In November 2015, the Committee considered the new strategy which, further to the research and recommendations made by the Census Working Group, had been reviewed in order to manage and plan staff language skills. The Committee was advised that the Council developed its first Language Skills Strategy in 2008, in order to ensure that sufficient skills were available in the workplace (through learning and development and recruitment) to meet the requirements of the Welsh Language Scheme. The aim of the revised strategy was also to ensure that the Council implemented the requirements of the Welsh Language Standards, specifically the Operational Standard.

RECOMMENDATION

The Committee resolved to endorse the Strategy.

OUTCOME - At its meeting on the 13th January 2016, County Council resolved to endorse the Executive Board's recommendation that the Welsh Language Skills Strategy and ALTE framework be adopted.

RECOMMENDATION

The Committee resolved to endorse the report.

OUTCOME - At its meeting on the 10th February 2016, County Council unanimously resolved to endorse the Executive Board's recommendation that Carmarthenshire County Council's Strategic Equality Plan 2016-2020 be implemented from April 2016.

Treasury Management Policy and Strategy 2016-17 - In February 2016, the Committee considered the proposed Treasury Management Policy and Strategy 2016/17 and was reminded that, as part of the requirements of the revised CIPFA Code of Practice on Treasury Management, the Council was required to maintain a Treasury Management Policy detailing the policies and objectives of its treasury management activities, and to approve a Treasury Management Strategy annually prior to the commencement of the financial year to which it related. Additionally, under the provisions of the Local Government Act 2003, the Council was required to approve its Treasury Management Prudential Indicators for the coming year.

RECOMMENDATION

Unanimously resolved that the Treasury Management Policy and Strategy for 2016/17 and associated appendices be endorsed.

OUTCOME - At its meeting on the 23rd February 2016, County Council resolved that the Treasury Management Policy and Strategy for 2016-17 and the recommendations therein be approved, as well as approving the Treasury Management Indicators.

Consultation

Carmarthenshire County Council's Annual Report 2014/15 and Improvement Plan 2015/16 - In June 2015, the Committee considered the Council's draft Annual Report for 2014/15 and Improvement Plan for 2015/16. The Local Authority must publish an Improvement Plan as soon as it is reasonably practicable after the start of the financial year

and publish an Annual Report on past performance by the end of October each year. Each scrutiny committee is afforded the opportunity to consider these items in relation to their specific work areas.

During consideration of this item, the Committee expressed concerns about the all-Wales data used by the Welsh Government (WG) to judge local authority performance as it was felt there was a disparity with the measures used within the Council, which potentially caused confusion in the public domain. The Committee learnt that there was widespread dissatisfaction across Welsh local authorities at the way the all-Wales data was presented and when it was published. The all-Wales data was collated in a different way as some measures were merged, whilst the Authority collated data and measures linked to the Outcome Agreement Grant. Officers agreed to raise the concerns with the Wales Audit Office.

RECOMMENDATION

Unanimously resolved to endorse the draft Annual Report 2014/15 and Improvement Plan 2015/16 to the Executive Board as amended in light of the Committee's comments.

OUTCOME - The Annual Report 2014/15 and Improvement Plan 2015/16 was considered by the Executive Board at its meeting on the 15th June 2015 which in turn recommended to County Council that it be adopted. At its meeting on the 8th July 2015, County Council resolved to adopt the recommendation that the Annual Report for 2014/15 and Improvement Plan 2015/16 be approved.

Other activities during 2015/16

Development Sessions

The following development session was held for the Committee during 2015/16:

- Treasury Management Refresher Training - In April 2016, a refresher session was held for members of the Committee in relation to its Treasury Management responsibilities.

The following all-member development sessions were held during 2015/16, to which Committee members were invited:

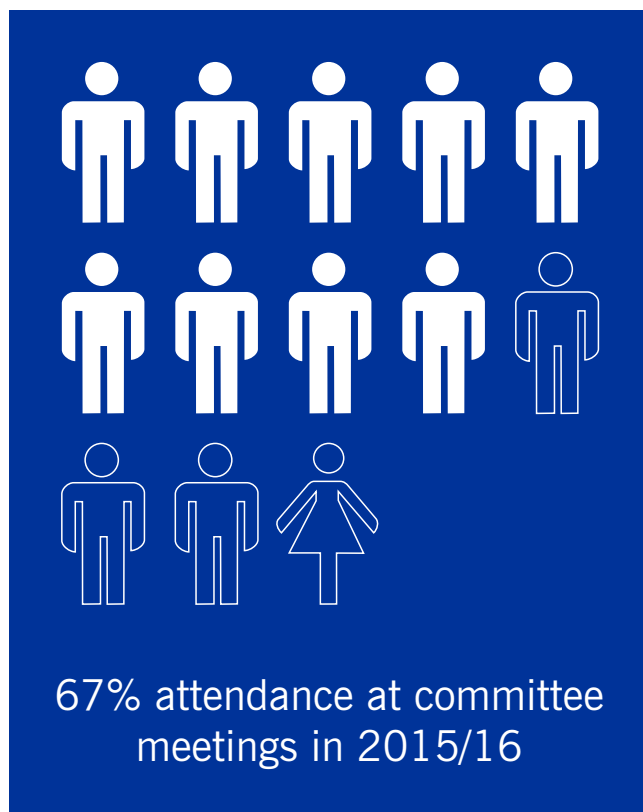
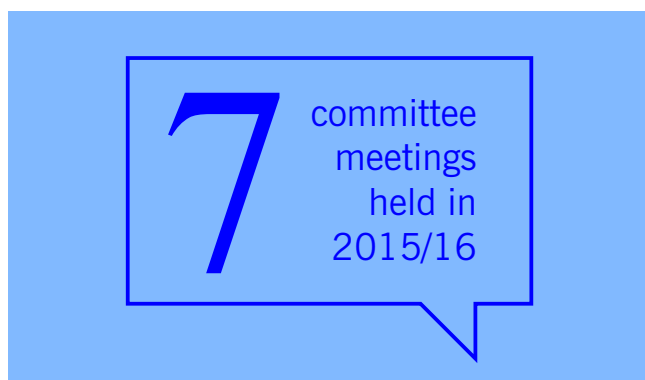
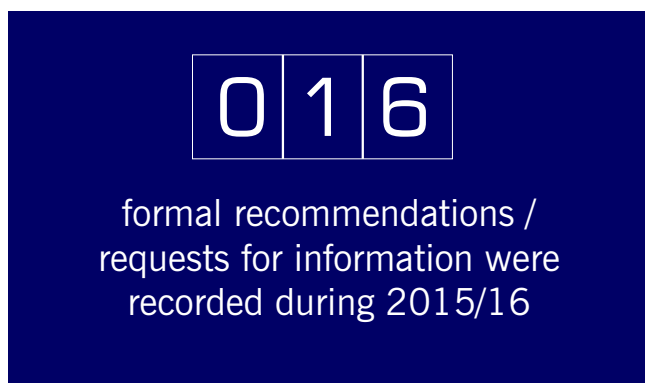
- Social Media and Members (June 2015)
- Customer Services (October 2015)
- Responsibilities under Housing (Wales) Act 2014 and Equality Act 2010 in relation to Gypsies and Travellers (December 2015)
- Safeguarding Children (January 2016)
- Trading Standards (February 2016)

Procurement Strategy Focus Group

At its meeting in June 2015, the Committee requested the establishment of a focus group to assist with the revision of the Council's Procurement Strategy. During the 2015/16, the Group met on two occasions and the members on the Group were:

- Cllr. Jeff Edmunds
- Cllr. Jan Williams
- Cllr. Wyn Evans
- Cllr. Glynog Davies
- Cllr. Hugh Richards
- Cllr. Alun Lenny

The Committee did not undertake a task and finish review or hold any site visits during 2015/16.



Committee Member Attendance

Attendance by members of the Policy & Resources Scrutiny Committee at its formal public meetings held during the 2015/16 year, is shown in the table below. A total of 7 committee meetings were held between May 2015 and April 2016.

Scrutiny Committee Member	No. of meetings attended
Cllr. Ryan Bartlett (<i>from 13th January 2016</i>) *	2
Cllr. Theresa Bowen	1
Cllr. Deryk Cundy (<i>until 13th January 2016</i>) **	5
Cllr. Alun Davies (<i>until 11th November 2015</i>) ***	2
Cllr. Glynog Davies	6
Cllr. Jeff Edmunds	5
Cllr. Wyn Evans	3
Cllr. Ken Howell (<i>from 11th November 2015</i>) ***	4
Cllr. Anthony Jones	4
Cllr. Alun Lenny	6
Cllr. Giles Morgan	4
Cllr. Darren Price	7
Cllr. Hugh Richards	7
Cllr. Ryan Thomas (<i>from 13th January 2016</i>) **	1
Cllr. Elwyn Williams	5
Cllr. Jan Williams (<i>until 13th January 2016</i>) *	2

Substitutes	No. of meetings attended
Cllr. Sue Allen	1
Cllr. Deryk Cundy	1
Cllr. Tegwen Devichand	1
Cllr. Tyssul Evans	2
Cllr. John James	1
Cllr. Irfon Jones	1
Cllr. Jean Lewis	1
Cllr. Kevin Madge	1
Cllr. Edward Thomas	2
Cllr. Kim Thomas	2

Executive Board Members**No. of meetings attended**

Cllr. Linda Evans (Housing)	1
Cllr. David Jenkins (Resources)	4
Cllr. Pam Palmer (Communities)	3
Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)	5

Changes to committee membership during 2015/16

* Following Carmarthenshire County Council's meeting on 13th January 2016, Councillor Ryan Bartlett replaced Councillor Jan Williams as a member of the Committee.

** Following Carmarthenshire County Council's meeting on 13th January 2016, Councillor Ryan Thomas replaced Councillor Deryk Cundy as a member of the Committee.

*** Following Carmarthenshire County Council's meeting on 11th November 2015, Councillor Ken Howell replaced Councillor Alun Davies as a member of the Committee.

Support for the Scrutiny Function

In July 2015, support for Carmarthenshire County Council's scrutiny function was transferred from the former Scrutiny & Consultancy Team, based in the People Management & Performance Division, to the Democratic Services Unit, based in the Administration & Law Division of the Chief Executive's Department.

Support for the Scrutiny function includes:

- Providing constitutional advice to the Council's Scrutiny Committees and to members of those Committees as well as producing minutes of their meetings and ensuring items arising from those meetings are actioned
- Giving support and advice in relation to the functions of the Council's Scrutiny Committees to executive and non-executive members of the Council and its officers
- Managing the strategic development of Scrutiny in Carmarthenshire through engaging in national and regional Scrutiny networks and initiatives, supporting the Chairs and Vice-Chairs of Scrutiny Forum, and the Scrutiny Chairs and Vice-Chairs Executive Board Forum
- Advising and supporting the implementation of the requirements of the Local Government (Wales) Measure 2011 as guidance is published
- Managing the co-ordination and development of the Scrutiny forward work programmes in conjunction with Scrutiny members
- Managing and co-ordinating Scrutiny review work, including the operation of scrutiny task and finish groups, authoring reports in conjunction with the groups, and assisting in

the implementation and monitoring of completed reviews

- Managing the Scrutiny member development programme.
- Despatching agendas for Scrutiny Committee meetings a minimum of 4 working days prior to the meeting.

For more information on scrutiny in Carmarthenshire including work programmes, task and finish reports and annual reports, visit the County Council's website at:

www.carmarthenshire.gov.uk/scrutiny

To contact the Democratic Services Unit, please call 01267 224028 or email:

scrutiny@carmarthenshire.gov.uk

Glossary of Terms

ALTE - Association of Language Testers in Europe

CIPFA - The Chartered Institute of Public Finance and Accountancy

ICT - Information & Communication Technology

LSB - Local Service Board

PIMS - Performance Information Management System

PSB - Public Service Board

FWP - Forward Work Programme

WG - Welsh Government

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POLICY & RESOURCES SCRUTINY COMMITTEE 5th October 2016

Forthcoming items for next meeting – Wednesday 30th November 2016

Discussion Topic	Background
Welsh Language Standards Annual Report 2015/16	The Committee has responsibility for monitoring Authority's compliance with the Welsh Language Standards. This replaces the former Welsh Language Scheme Annual Report.
Budget Monitoring 2016/17	This is a standard item which allows members to undertake their monitoring role of the departmental and corporate budgets.
Treasury Management 2016/17 (Q2)	This is a standard quarterly update in relation to Treasury Management
Ageing Well Plan Update	At its meeting in October 2015, the Committee endorsed the draft Local Ageing Well Plan for Carmarthenshire. This item will provide the Committee with an update on its implementation since its adoption by County Council on 13th January 2016.
Future scrutiny arrangements for the PSB	
Spend on External Expertise and Legal Services 2015/16	The Committee has been monitoring spend in these areas for the last three years and has requested that an annual update be provided on an on-going basis.
Asset Management Plan	This item will provide an opportunity for consultation with the Committee during the formulation of the Council's Asset Management Plan.
Actions & Referrals Updates	These quarterly updates provide details on progress made in relation to actions and requests from previous meetings.

As requested by members of the Committee at its meeting in February 2014, the latest version of the Committee's Forward Work Programme is included with the forthcoming items (on next page).

Policy & Resources Scrutiny Committee – Forward Work Programme 2016/17

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09 June 16	14 July 16	05 October 16	30 November 16	11 January 17	8 February 17	22 March 17	28 April 17
Dist CCC Improvement Plan 16/17 and Annual Report 15/16	Treasury Management Annual Report 2015/16	Performance Monitoring 2016/17 (Q1)	Welsh Language Standards Annual Report 2015/16	3-year Revenue Budget Consultation 2017/18 to 2019/20	Treasury Management Policy & Strategy 2017/18	Budget Monitoring 2016/17	ICT Strategy Monitoring (to include no. of emails tracked)
Asset Transfer Annual Report 2015/16	EOY Performance Monitoring 2015/16	Welsh Language Promotion Strategy 2016-2021	Budget Monitoring 2016/17	5-year Capital Programme Consultation 2017/18 to 2021/22	Treasury Management 2016/17 (Q3)	Performance Monitoring 2016/17 (Q3)	Third Sector Funding Challenge Panel Update
Third Sector Spend Review	TIC Annual Report 2015/16 and Business Plan 2016/17	P&R Scrutiny Committee Annual Report 2015/16	Treasury Management 2016/17 (Q2)	CEX & Corporate Services Business Plans 2017/18	Public Services Board Annual Report 2016	Actions & Referrals Update	
Email Usage & Management Policy	EOY Budget Monitoring 2015/16	Treasury Management 2016/17 (Q1)	Ageing Well Plan Update	Council's Well-Being Objectives 2017/18	Public Services Board Well-Being Assessment	Council's Engagement Mechanisms (T&F Monitoring) (from Sept)	
Portable Device Usage Policy	Tackling Poverty Action Plan	Budget Monitoring 2016/17	Future scrutiny arrangements for the PSB		Procurement Strategy		
P&R Scrutiny Committee FWP 2016/17	Actions & Referrals Update		Spend on External Expertise and Legal Services 2015/16				
			Asset Management Plan (from September)				
			Actions & Referrals Update				

Thursday, 9 June 2016

PRESENT: Councillor D.W.H. Richards (Chair)

Councillors:

S.M. Allen, D.M. Cundy (In place of R. Thomas), T. Devichand, W.J.W. Evans, W.T. Evans (In place of G. Davies), J.K. Howell, P. Hughes-Griffiths (In place of A. Lenny), A.W. Jones, A.G. Morgan, D. Price, D.E. Williams and J. Williams (In place of J.S. Edmunds)

The following Officers were in attendance:

J. Fearn, Head of Corporate Property
P. Sexton, Head of Audit, Risk and Procurement
N. Daniel, Performance & Information Manager
H. Morgan, Interim Economic Development Manager
J. Wilson, Community Regeneration Manager (Rural)
S. Watkins, Senior TIC Officer
J. Williams, IT Security Officer
M.S. Davies, Democratic Services Officer

Chamber, 3 Spilman Street, Carmarthen - 10.00 am - 12.45 pm

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors G. Davies, J.S. Edmunds, A. Lenny, R. Thomas and L.M. Stephens, Executive Board Member (Human Resources, Efficiencies and Collaboration).

2. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

3. DECLARATION OF PROHIBITED PARTY WHIPS

There were no declarations of prohibited party whips.

4. PUBLIC QUESTIONS

No public questions had been received.

5. THIRD SECTOR FUNDING REVIEW

Further to minute 4 of the meeting held on the 30th April 2015 the Committee considered an update report on Third Sector Funding Review findings. The report also detailed the handover arrangement from the TIC Team to a new centralised function to meet the recommendations of the review.

Whilst a target of reducing funding to the 3rd sector by £1million had been set certain areas of spend had been difficult to influence where services were statutory in nature and particularly demand led. However, reductions of £742,075 (or 34%) had been identified due to early dialogue with the organisations and awareness raising of the project. The majority of reductions had been factored within each department's Priority Based Budget and, looking forward, further reductions of £285k within the 3rd sector had already been identified for delivery in 2016/17 and £164k in 17/18.

Members welcomed the report and the savings achieved which, they were assured, had been in areas of duplication of outcomes. The Committee would be kept apprised of further developments.

The following issues were discussed during consideration of the report:

- Organisations were being made aware of the need to become more sustainable and less reliant on local authority assistance and this had been relayed at open days with the Third Sector;
- Members welcomed the idea of a map indicating the location of Third Sector organisations in the county;
- Members considered that they should be represented on the proposed 'Challenge Panel' on the basis that it was they who were likely to be held accountable for any decisions to cut or reduce funding to organisations. In response it was stated that the Challenge Panel would continue reviewing Third Sector spend and no decisions to cut funding would be made without the matter being subject to the approval of Members;
- It was queried as to whether the reduction in funding had also led to changes in the quality and range of services provided, to the possible detriment of the service users, particularly where such services had been taken back in-house by the authority. It was suggested that Members be provided with a clearer picture of what had been achieved as a result of the reductions in funding identified.

RESOLVED

5.1 that the progress report and the recommendations contained within be endorsed;

5.2 that the Committee be updated with the Challenge Panel's deliberations.

6. ASSET TRANSFER ANNUAL REPORT 2015/16

Further to minute 5 of the meeting held on the 30th April 2015 the Committee considered the annual update on the progress of Community Asset Transfers. Whilst some good progress was being made with various Community and Town Councils there had been delays in the process mainly due to legal issues, in particular land held on trust, poor condition of assets and a reluctance to take on assets that were perceived to be liabilities until all outstanding issues, whether directly or indirectly related to the premises, were dealt with in advance of any Transfer. The Property Division, working with officers from across the Council, continued to focus efforts on progressing transfers to ensure that services and provision important to local communities for current and future users were retained.

It was noted that the Executive Board report, at its meeting scheduled for 20th June 2016, would be considering a report setting out the position in relation to recreational facilities following the Expressions of Interest [EOI] deadline of 31st March 2016. The report would highlight the properties that had not been the subject of an EOI and seek a decision on the future process and timing for dealing with these assets, together with the future availability of Maintenance Grants.

The following issues were discussed during consideration of the report:

- Concerns were raised about the delays, on both sides, associated with legal processes and it was hoped that the Authority's recent appointments of 2 new solicitors would help address the matter;
- In response to a query it was stated that there was no policy to dispose of

- any parks or playgrounds for non sporting or exclusive use but the Executive Board would have to consider future use where there were no expressions of interest though this would be a matter for consultation;
- Concern was expressed that the Authority would still have to maintain areas of land not transferred even if they were no longer used;
- The impact and relevance of the Wellbeing of Future Generations [Wales] Act 2015 on the Asset Transfer Policy was, in response to a comment, being taken into account and the Committee was informed that report templates were also being amended to reflect its implications;
- The Head of Property assured members that they would be consulted on any proposals regarding the disposal of surplus assets for community purposes in their wards.

UNANIMOUSLY RESOLVED that the report be received and progress noted.

7. AMENDMENTS TO THE EMAIL USAGE & MONITORING POLICY

The Committee considered a report detailing proposed amendments to the Email Usage & Monitoring Policy, which defined Carmarthenshire County Council's policy for the effective and appropriate use of email, in order that it met statutory obligations.

The following issues were raised during consideration of the report:

- Concern was expressed on behalf of members of the Planning and Licensing Committees who often received unsolicited e mails from external sources in connection with planning and licensing applications;
- The IT section was looking into the control of SPAM emails. The Authority already undertook the automated monitoring of text in order that attachments could be checked for viruses which could be damaging to the Council's systems;
- It was suggested that the filtering of email text should not only be able to pick up on obscene language but also threats or security issues particularly in light of the recent bomb threats received at local schools.

UNANIMOUSLY RESOLVED

7.1 that the amendments to the Email usage and Monitoring Policy be endorsed;

7.2 that a report be submitted on an annual basis indicating the number of occasions e mails have been tracked.

8. PORTABLE DEVICE USAGE POLICY

The Committee considered a report on the proposed introduction of a Portable Device Usage Policy which would provide strong and clear governance around the use of portable devices by Carmarthenshire County Council staff and Elected Members.

In its drive to mobilise the workforce Carmarthenshire County Council had seen a significant increase in the number of portable devices in use which facilitated greater flexibility for elected members and staff to access various Council systems. With the ongoing drive towards greater mobile working, there was expected to be a continuous increase in the number of portable devices being used.

Some Members expressed concern and frustration that they were unable to connect to the Council's network on their personal devices and were therefore

having to carry around a number of tablets and phones in order to undertake their duties efficiently. Officers referred to the amount of sensitive information held on the Council's network which could be compromised and vulnerable to external threats if it was made available on a device which the Authority did not have control of. Furthermore if a Council-provided ipad was lost the Council could still remotely wipe out the information it held so that it could not be accessed by others. It was suggested that the issue of providing iphones instead of ipads to Members who would prefer a smaller device could be looked into.

UNANIMOUSLY RESOLVED that the Portable Device Usage Policy be endorsed.

9. CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT 2015/16 AND IMPROVEMENT PLAN 2016/17

The Committee received the draft combined Annual Report & Improvement Plan (ARIP), which provided a summary of the Council's performance during 2015/16 and an outline of the improvement priorities for 2017/17. The Committee noted that production of the ARIP was a statutory requirement and provided the Council with an opportunity to review, monitor and reflect upon its performance. The Committee also noted that the Council was required to publish its Improvement Plan as soon as it was *reasonably* practicable after the start of the financial year (i.e. April 1st) and also publish an Annual Report on past performance by the end of October each year.

In response to a query as to how many of those who had responded to the survey on rural poverty were actually from rural areas officers agreed to seek clarification. A concern was expressed that rural areas of Carmarthenshire could be losing out on the basis that under European and Welsh Government criteria some town wards were also considered to be 'rural'.

UNANIMOUSLY RESOLVED

9.1 that the report be received;

9.2 that the draft Annual Report 2015/16 and Improvement Plan 2016/17 be endorsed and referred to the Executive Board.

10. POLICY & RESOURCES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME FOR 2016/17

The Committee received a report that had been prepared to inform the development of the Policy & Resources Scrutiny Committee forward work programme for 2016/17, following an informal meeting on the 3rd May 2016. The Committee noted that each scrutiny committee was required to develop and publish an annual forward work programme, identifying issues and reports to be considered during the course of a municipal year.

UNANIMOUSLY RESOLVED that the Forward Work Programme for 2016/17 be confirmed.

CHAIR _____

DATE _____

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