

# Document Pack



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**THURSDAY, 22 SEPTEMBER 2016**

**TO: ALL MEMBERS OF THE COMMUNITY SCRUTINY COMMITTEE**

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **COMMUNITY SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL, CARMARTHEN AT 10.00 AM ON THURSDAY, 29TH SEPTEMBER, 2016** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

*Mark James*

**CHIEF EXECUTIVE**



PLEASE RECYCLE

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<b>Ref:</b>	<b>AD016-001</b>

# **COMMUNITY SCRUTINY COMMITTEE**

## **13 MEMBERS**

### **PLAID CYMRU GROUP – 5 MEMBERS**

- |    |                   |                     |
|----|-------------------|---------------------|
| 1. | <b>Councillor</b> | <b>J.M. Charles</b> |
| 2. | <b>Councillor</b> | <b>J.K. Howell</b>  |
| 3. | <b>Councillor</b> | <b>G.B. Thomas</b>  |
| 4. | <b>Councillor</b> | <b>J. Thomas</b>    |
| 5. | <b>VACANCY</b>    |                     |

### **INDEPENDENT GROUP – 4 MEMBERS**

- |    |                   |                                 |
|----|-------------------|---------------------------------|
| 1. | <b>Councillor</b> | <b>W.R.A. Davies</b>            |
| 2. | <b>Councillor</b> | <b>H.I. Jones</b>               |
| 3. | <b>Councillor</b> | <b>H.B. Shepardson</b>          |
| 4. | <b>Councillor</b> | <b>E.G. Thomas (Vice-Chair)</b> |

### **LABOUR GROUP – 4 MEMBERS**

- |    |                   |                           |
|----|-------------------|---------------------------|
| 1. | <b>Councillor</b> | <b>D.M. Cundy (Chair)</b> |
| 2. | <b>Councillor</b> | <b>S.L. Davies</b>        |
| 3. | <b>Councillor</b> | <b>T. Devichand</b>       |
| 4. | <b>Councillor</b> | <b>S. Matthews</b>        |

# AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTERESTS
3. DECLARATION OF PROHIBITED PARTY WHIPS
4. PUBLIC QUESTIONS (NONE RECEIVED)
5. FORTHCOMING ITEMS 5 - 6
6. AFFORDABLE HOMES NEW BUILD PROGRAMME PHASE 1 2016-2017 7 - 30
7. NATIONAL LICENSING OF LANDLORDS AND AGENTS 31 - 36
8. COMMUNITY INFRASTRUCTURE LEVY 37 - 46
9. 2016/17 IMPROVEMENT PLAN PERFORMANCE MONITORING REPORT - QUARTER 1 - 1ST APRIL TO 30TH JUNE 2016 47 - 74
10. REVENUE AND CAPITAL BUDGET MONITORING 2016/17 75 - 96
11. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT 97 - 98
12. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON:-
  - 12 .1 20TH JUNE, 2016; 99 - 104
  - 12 .2 20TH JULY 2016 105 - 114

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# COMMUNITY SCRUTINY COMMITTEE

## 29<sup>TH</sup> SEPTEMBER 2016

**Forthcoming items for next meeting –  
Thursday 3<sup>RD</sup> November 2016**

Discussion Topic	Background
Half Yearly Economic Development Update	This report will provide details of progress made within Physical and Community Regeneration, Business Services, Regional Learning Plan, Marketing and Tourism as well as the Swansea Bay City Region.
Review of Access to Social Housing Policy (Post-Consultation)	This Policy requires review as a result of The Housing (Wales) Act 2014 which places a new duty on local authorities to work with people who are at risk of losing their home within 56 days to help find a solution to their problems. The new provisions require greater joint working between the Government, local authorities and the housing industry – including the private rented sector and housing associations.
TIC Project Update	The TIC Team was established to support a programme of transformational change across the Local Authority and to seek opportunities to drive out waste and inefficiency by delivering more purposeful services. This item will provide the Committee with an update on the work of the Team and examples of projects that it has supported in services that are within the Committee's remit.
Budget Monitoring 2016/17	This is a standard item which allows members to undertake their monitoring role of the departmental budget.

<p>Planning Annual Performance Report 2015/16</p>	<p>As part of the 'Positive Planning' consultation in December 2013, the Welsh Government consulted on a series of proposals for measuring the performance of key stakeholders in the planning service. The Planning Performance Framework table, which was adopted in November 2014, reports the performance of local planning authorities against indicators and targets set by the Welsh Government.</p> <p>The Authority is required to submit this report to the Welsh Government in November of each year and this item will provide the Committee with an opportunity to consider and comment on this report.</p>
<p>Local Development Plan Annual Monitoring Report</p>	<p>This item will provide the Committee with an opportunity to consider and comment on the Local Development Plan Annual Monitoring Report</p>
<p>Community Scrutiny Committee Actions and Referrals Update</p>	<p>These quarterly update reports outline the progress being made in relation to any actions and referrals resulting from discussions at the Committee's meetings.</p>

## COMMUNITY SCRUTINY COMMITTEE

DATE: 29<sup>TH</sup> SEPTEMBER, 2016

### SUBJECT:

### Affordable Homes New Build Programme Phase 1 2016-2017

#### Purpose:

The purpose of this report is to outline the Phase 1 development programme for new build Council and Housing Association affordable homes.

#### To consider and comment on the following issues:

##### Scrutiny Committee are requested to recommend the following to Executive Board :

1. To confirm that the Council new build programme will begin by developing 61 affordable homes at the four highest priority sites as identified in the report (Dylan Llwynhendy, Garreglwyd Pembrey, Maespiode Llandybie and Pantycelyn Llandovery).
2. To confirm that the timescale for the delivery of affordable homes on part of the Pantycelyn site is aligned with the school development proposals.
3. To confirm that sites with priority 5, 6 and 7 in the report (Y Waun Llwynhendy, Nantydderwen Drefach and Gwynfryn Ammanford) will be developed in order of priority when funding becomes available.
4. To confirm that the specification used for Council new build homes will be traditional construction, with all new homes built to meet the Code for Sustainable Homes Level 3 plus, Design Quality Requirements and the Life Time Homes Standard.
5. To confirm that Phase 1 of the Council new build programme is procured through the South West Wales Regional Contractors Framework.
6. To confirm that consideration will be given to setting up a specific new build framework contract to procure Phase 2 of the Council new build programme.
7. To confirm that Social Housing Grant can be used in 2016/17 to purchase seven private sector homes.
8. To confirm that our Housing Association partners can prioritise their new build schemes on the eight sites listed in the report and utilise Social Housing Grant to support the development, if required.
9. To continue with a flexible approach around rent levels with Social Housing Grant developments.
10. To confirm that the Council can apply to the Welsh Government to revise the current zoning arrangements for the county, if there is a significant risk of not taking up grant funding and other regeneration opportunities.

## Reasons:

- To deliver our Affordable Housing Delivery Plan 2016-21. This commits to increasing the number of additional affordable homes by over 1000 over the five year period. The provision of new build homes will be part of the delivery solutions.
- To emphasise our commitment to providing as many additional homes as we can, making sure we fully utilise opportunities when they arise. The report proposes over 60 new build Council homes over the next two years- our original target in the Delivery Plan was 45 homes over the full five year period.
- To ensure that the new build homes are prioritised in relation to housing need, land availability, site feasibility and deliverability- a key principle of our affordable homes commitment.
- To ensure we link in with wider Council priorities as part of the new build development programme.
- To be clear what standards and specifications will be applied, and how the first phase will be procured, to ensure value for money and maximising the wider community benefits of our investment, creating jobs, training opportunities and supporting the local supply chain.
- To explain where the Social Housing Grant funding will be invested by Housing Associations over the next two years, ensuring it aligns with the Council new build programme and the principles of the Affordable Housing Delivery Plan.
- To adopt a flexible approach to Housing Association rent setting based on the need in the area and scheme viability.
- To be in a position where we can potentially partner with a wider range of Housing Associations, maximise external funding opportunities, share good practice and deliver the solutions that are needed to increase the supply of affordable homes in the county.
- To formulate views for submission to the Executive Board for consideration.

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

Executive Board – 17<sup>th</sup> October, 2016  
Council – 9<sup>th</sup> November, 2016

### EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Linda Evans (Housing Portfolio Holder)  
Cllr Hazel Evans (Environment Portfolio Holder)  
Cllr David Jenkins (Deputy Leader and Resources Portfolio Holder)

Directorate: Communities	Designations:	Tel Nos./ E Mail Addresses:
<b>Name of Head of Service:</b> Robin Staines	Head of Housing & Public Protection	(01267) 228960 / (01554) 899285/ (01554) 899202 <a href="mailto:RStaines@carmarthenshire.gov.uk">RStaines@carmarthenshire.gov.uk</a>
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**EXECUTIVE SUMMARY**  
**COMMUNITY SCRUTINY COMMITTEE**  
**DATE: 29<sup>TH</sup> SEPTEMBER, 2016**

**SUBJECT:**

**Affordable Homes New Build Programme Phase 1 2016-2017**

**The Purpose**

The purpose of this report is to outline the Phase 1 development programme for new build Council and Housing Association affordable homes. The report sets out how we will maximise the funding opportunities available over the next two years and deliver over 200 new build homes, with a total investment of over £15m.

The report also confirms the sites available to develop, the specification for new build Council homes and the procurement options available.

**The context**

The delivery plan aims to increase the supply of affordable homes using a range of innovative solutions including managing private sector homes (social lettings), bringing empty homes back into use, buying private sector homes as well as providing additional homes through Council and Housing Association new build schemes.

We outline how the Council and our Housing Association partners can make the best use of financial resources currently available to maximise the supply of new build homes in 2016 and 2017.

We propose to build over 60 new Council homes over the next two years, further emphasising our commitment to providing as many additional homes as we can, making sure we fully utilise opportunities when they arise. Our original target in the Delivery Plan was 45 homes over the full five year period.

**New Funding Opportunities for the Council New Build**

The delivery plan originally committed to investing £5.6m into building 45 new Council homes over the next 5 years. Since writing the plan in March of this year, additional funding opportunities have become available from Welsh Government (WG) called the Housing Finance Grant 2 (HFG). The aim of the grant is to enable Local Authorities and Housing Associations to build 2,000 additional affordable homes in Wales by 2020.

In total, the new HFG programme and the Council's own new build funding will generate a total new build programme for the Council of £8.5m in the first two years.

**Council New Build Sites**

New build feasibility studies have been carried out on land held within the HRA and Council Fund (CF) with the ability to accommodate more than 4 homes per site. The study has prioritised the sites based on housing need, build costs, land availability, new build options and deliverability.

The results of the study are shown in the table below. Based on the Council's assessment of need each development will be a mix of two and four bedroom homes. Our current funding availability would enable us to progress with the four sites in greatest priority delivering approximately 61 homes in 2016 and 2017. The timescale for the delivery of the Pantycelyn site will align with the school re-development proposals. We plan to include this within the contract for the re-development of the school in 2017.

**Council New Build Sites prioritised by housing need, development costs, land availability and deliverability.**

Priority	Site	Action Area	Number of Homes	Estimated Cost of Development
1	Dylan Llwynhendy	Llanelli & District	36	£5m
2	Garreglwyd, Pembrey	Llanelli & District	12	£1.6m
3	Maespiode, Llandybie	Ammanford & Amman Valley	8	£1.2m
4	Pantycelyn, Llandovery	Carmarthenshire Rural & Market Towns	5	£0.7m
5	Y Waun, Llwynhendy	Llanelli & District	26	£3.7m
6	Nantydderwen Drefach	Ammanford & Amman Valley	14	£2.2m
7	Gwynfryn, Ammanford	Ammanford & Amman Valley	28	£4m
			<b>129</b>	<b>£18.4m</b>

**Recommendation 1**

*To confirm that the Council new build programme will begin by developing 61 homes in the four highest priority sites identified in Table 1.*

**Recommendation 2**

*To confirm that the timescale for the delivery of affordable homes on part of the Pantycelyn site is aligned with the school development proposals.*

**Recommendation 3**

*To confirm that sites with priority 5, 6 and 7 in Table 1 will be developed in order of priority when funding becomes available.*

## **Council New Build Specification**

The specification we use to design the new Council homes will be key to the success of our programme. In order to understand the various new build specification options available, a detailed study has been conducted assessing the different options. The results of the study are summarised in Appendix 1 of the main report.

### **Recommendation 4**

*To confirm that the specification used for Council new build homes will be traditional construction with all new homes built to meet the Code for Sustainable Homes Level 3 plus, DQR and the Life Time Homes Standard.*

## **Procurement Options for Delivering New Council Homes**

There are three main ways the Council could procure the new build scheme, these include:

- Using the Council's existing South West Wales Regional Contractor Partnering Framework.
- Using an open market approach
- Using a hybrid approach using the Council's existing contractor partnering framework for two of the schemes and using the open market approach for the other two new build schemes

Due to the long timescale required to meet procurement rules, it is recommended that for Phase 1 of the Council new build programme a contractor is appointed through the South West Wales Regional Framework. Before commencing Phase 2 of the Council new build programme, consideration should be given to setting up a new framework specifically for new build. To avoid unnecessary delays and to increase the level of certainty with costs, preliminary investigations to be carried out by Environment Department and provided to bidders.

### **Recommendation 5**

*To confirm that Phase 1 of the Council new build programme is procured through the South West Wales Regional Contractors Framework.*

### **Recommendation 6**

*To confirm that consideration will be given to setting up a specific new build framework contract to procure Phase 2 of the Council new build programme.*

## **The Social Housing Grant (SHG) Programme and Housing Association New Build Sites**

The Council is currently working in partnership with two Housing Associations, Pobl Group and Bro Myrddin Housing Association. The SHG programme for 2016 and 2017 will enable both Housing Associations to build approximately 144 new affordable homes. It will also enable Bro Myrddin Housing Association to buy a total of 7 private sector homes. A summary of the current and proposed new build sites are provided in the table below.

## The Housing Associating New Build Sites for 2016 and 2017

Site	Housing Association	Number of Homes	Action Area
Thomas Terrace, Llandeilo	Bro Myrddin	4	Carmarthenshire Rural and Market Towns
Llanfallteg, Whitland	Bro Myrddin	3	Carmarthenshire Rural and Market Towns
Cae Bryn Drain, Carmarthen *	Bro Myrddin	4	Carmarthen & the West
Pentrefelin Street, Carmarthen *	Bro Myrddin	28	Carmarthen & the West
Jobs Well Road, Carmarthen *	Pobl Group	27	Carmarthen & the West
Priory Street, Carmarthen	Bro Myrddin	38	Carmarthen & the West
Tir y Dail Lane, Ammanford	Pobl Group	18	Ammanford & Amman Valley
Buckleys Site, Llanelli	Pobl Group	22	Llanelli & District
		<b>144</b>	

*\* Schemes previously approved and on site.*

Housing Associations can set rents at the social housing rent level or an intermediate rent level.

### **Recommendation 7**

*To confirm that SHG can be used in 2016/17 to purchase 7 private sector homes.*

### **Recommendation 8**

*To confirm that our Housing Association partners can prioritise their new build schemes on the sites listed in Table 4 and utilise SHG to support the development, if required.*

### **Recommendation 9**

*To continue with a flexible approach around rent levels with SHG developments.*

### **Revising the Current Housing Association Zoning Arrangements**

There are currently four Housing Associations zoned with Carmarthenshire but only two, Pobl Group and Bro Myrddin are actively involved in developing new homes at the current time. This does increase the risk to the Council of not being in a position to maximise all grant funding (and accessing any other funding). It also restricts the Council from learning and developing the various skills and expertise offered by many other Housing Associations in Wales around building new homes, town centre redevelopments and other regeneration opportunities, including non-residential developments.

#### **Recommendation 10**

*To confirm that the Council can apply to WG to revise the current zoning arrangements for the county, if there is a significant risk of not taking up grant funding and other regeneration opportunities.*

**DETAILED REPORT ATTACHED?**

**YES – Affordable Homes New Build Programme Phase 1- 2016 and 2017**

## 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: Robin Staines

Head of Housing & Public Protection

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

### 1. Policy, Crime and Disorder and Equalities

This report is in line with the recommendation made from the Affordable Homes Delivery Plan that was agreed by Council on 10<sup>th</sup> March 2016 i.e. increasing the supply of affordable homes using a range of innovative solutions including new build Council and Housing Association homes.

### 2. Legal

The legal implications of the Phase 1 new build programme are:

- Ensuring that all Council and Housing Association new build homes comply with the requirements set by Welsh Government in the Design Quality Standards. This will ensure that the new build schemes are eligible for SHG and HFG.
- Ensuring that procurement rules are followed which can be achieved by procuring Phase 1 of the new build programme through the South West Wales Regional Contractors Framework.

### 3. Finance

The funding for the delivery of the Phase 1 new build programme will come from the HRA, SHG and HFG (2).

The current HRA Business Plan has allowed sufficient resources (£5.6m) to deliver the programme of Council new build subject to a degree of re-profiling. This programme is set within context of the overall HRA investment of £31m over the next five years on affordable housing solutions.

### 4. Risk Management

Failing to maximise the funding opportunities and delivering Phase 1 of our new build programme will result in less affordable homes being delivered to meet housing need in the county. The gap between what is needed and what can be delivered will get larger and a greater number of households will be in a position where they are unable to afford a home that meets their needs.

### 5. Physical Assets

The Council new build programme will increase the physical assets held and managed through the HRA.

# CONSULTATIONS

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

Signed: Robin Staines

Head of Housing & Public Protection

## 1. Local Member(s)

Relevant local members will be actively engaged as part of the development of the new build schemes in their area.

## 2. Community / Town Council

Relevant Community and Town Councils will be consulted as part of the development of the new build schemes in their area.

## 3. Relevant Partners

Housing Association partners have been consulted throughout the development of the Phase 1 new build programme

## 4. Staff Side Representatives and other Organisations

Staff have been involved in the development of the new build programme.

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

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

THESE ARE DETAILED BELOW

Affordable Homes Delivery Plan 2016-20

3, Spilman Street,  
Carmarthen

Our commitment to Affordable Homes 2015-20

3, Spilman Street,  
Carmarthen

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Affordable  
Homes New  
Build Programme  
Phase 1 - 2016 &  
2017

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July 2016-  
version 3.0

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## 1. The purpose....

1.1 The purpose of this report is to outline the Phase 1 development programme for new build Council and Housing Association homes.

1.2 The report sets out how we will maximise the funding opportunities available over the next two years and deliver over 200 new build homes, with a total investment of over £15m.

1.3 The report also confirms the sites available to develop, the specification for new build Council homes and the procurement options available.

## 2. The context....

2.1 Carmarthenshire recently produced its Affordable Homes Delivery Plan<sup>1</sup> that will see the delivery of over 1,000 additional affordable homes over the next 5 years.

2.2 The delivery plan aims to increase the supply affordable homes using a range of innovative solutions including managing private sector homes (social lettings), bringing empty homes back into use, buying private sector homes as well as providing additional homes through Council and Housing Association new build schemes.

2.3 This report outlines how the Council and our Housing Association partners can make the best use of financial resources currently available to maximise the supply of new build homes in 2016 and 2017.

2.4 The report proposes over 60 new build Council homes over the next two years- our original target in the Delivery Plan was 45 homes over the full five year period. This further emphasises our commitment to providing as many additional homes as we can, making sure we fully utilise opportunities when they arise.

## 3. The background.....

3.1 The Affordable Homes Delivery Plan will increase the supply of affordable homes throughout the county based on housing need. It seeks to maximise the number of homes provided by being innovative with the investment available to the Council through its own resources and any new funding opportunities that can be accessed over the next five years.

3.2 The delivery plan takes account of funding that can be used directly by the Council and funding that can only be used by our partners. An example would include the £2m utilised by Housing Associations under the Social Housing Grant (SHG) programme.

3.3 The delivery plan looks to deliver the most cost effective solutions in the first instance which includes delivering 45 new build Council homes. This was based on the financial resources available at the time, being limited to Housing Revenue Account (HRA) funding<sup>2</sup>.

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<sup>1</sup> Agreed by County Council 10<sup>th</sup> March 2016

<sup>2</sup> £5.6m HRA funding for Council new build

3.4 Since writing the plan in March of this year, additional funding opportunities have become available from Welsh Government (WG) to enable us to build even more homes. This funding should enable the Council to exceed the original targets set in the delivery plan within the first two years.

3.5 Consequently, this report sets out firm proposals for the sites to be developed, the specification and procurement options for Council and Housing Association new build homes.

## 4. New Funding Opportunities for Council New Build.....

4.1 The delivery plan aims to invest £5.6m into Council new build homes.

4.2 WG has, however, recently announced a new grant called the Housing Finance Grant 2 (HFG). The aim of the grant is to enable Local Authorities and Housing Associations to build 2,000 additional affordable homes in Wales by 2020. The previous HFG grant only allowed Housing Associations to access the grant.

4.3 Carmarthenshire's HFG allocation, ring fenced for Council new build, is estimated to be £2.9m<sup>3</sup>. HFG will cover 58% of new build development costs, the remaining 42% being provided by the Council. The grant will be paid over a 30 year period but all building works must be completed by 2020. All HFG used by the Council, however, must be included within the current borrowing cap limits.

4.4 The ring fenced HFG will generate a total investment of £5m for the Council. (£2.9m or 58% funded from the grant and £2.1m or 42% funded by the Council through the HRA). This development programme will deliver approximately 38 new homes.

4.5 As mentioned earlier, the affordable homes delivery plan has identified a total investment of £5.6m for Council new build. The current HFG proposals would require £2.1m from this allocation. The remaining £3.5m could deliver an additional 23 new homes.

4.6 In total, this would generate a new build development programme for the Council of £8.5m. This will provide approximately 61 new homes in the first two years of the plan alone.

## 5. Council New Build Sites.....

5.1 New build feasibility studies have been carried out on land held within the HRA and Council Fund (CF) with the ability to accommodate more than 4 homes per site. The study has prioritised the sites based on housing need, build costs, land availability, new build options and deliverability.

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<sup>3</sup> This could change as the details of the scheme are yet to be finalised by WG.

5.2 The results of the study are shown in **Table 1** below. Based on the Council's assessment of housing need each development will be a mix of two and four bedroom homes.

5.3 It is proposed that the housing development at Pantycelyn will proceed in 2017, at the same time as the construction of the new school. We plan to include this within the contract for the re-development of the school in 2017.

**Table 1 – Council New Build Sites prioritised by housing need, development costs, land availability and deliverability.**

Priority	Site	Action Area	Number of Homes	Estimated Cost of Development
1	Dylan Llwynhendy	Llanelli & District	36	£5m
2	Garreglwyd, Pembrey	Llanelli & District	12	£1.6m
3	Maespiode, Llandybie	Ammanford & Amman Valley	8	£1.2m
4	Pantycelyn, Llandovery	Carmarthenshire Rural & Market Towns	5	£0.7m
5	Y Waun, Llwynhendy	Llanelli & District	26	£3.7m
6	Nantydderwen, Drefach	Ammanford & Amman Valley	14	£2.2m
7	Gwynfryn, Ammanford	Ammanford & Amman Valley	28	£4m
			<b>129</b>	<b>£18.4m</b>

5.4 Our current funding availability would enable us to progress with the four sites in greatest priority and deliver approximately 61 new homes in 2016 and 2017.

5.5 The remaining three sites could be added to the programme as more funding becomes available.

**Recommendation 1**

*To confirm that the Council new build programme will begin by developing 61 affordable homes at the four highest priority sites identified in Table 1.*

**Recommendation 2**

*To confirm that the timescale for the delivery of affordable homes on part of the Pantycelyn site is aligned with the school development proposals.*

**Recommendation 3**

*To confirm that sites with priority 5, 6 and 7 in Table 1 will be developed in order of priority when funding becomes available.*

## 6. Council New Build Specification.....

6.1 The specification we use to design the new Council homes will be key to the success of our new build programme. The specification of works will affect:

- The build and material costs.
- The cost of heating, lighting and living in the home experienced by future tenants.
- Our ability to attract grant funding from WG to help fund the building of the new homes.
- Energy efficiency performance and carbon emissions.
- Future ongoing maintenance and repair costs.
- New build delivery timescales.

6.2 In order to understand the various new build specification options available, a detailed study has been conducted assessing the different options. The results of the study are summarised in **Appendix 1**.

6.3 The study concluded that all Council new build homes should be built to the following specifications:

- Code for Sustainable Homes level 3plus
- DQR
- Life Time Homes
- Traditional Construction

6.4 These conclusions are based on the current volume of homes that the Council is in a position to build and the likely build costs. The average cost for a two bedroom home is approximately £139k per dwelling<sup>4</sup>. If a greater volume of homes were to be delivered timber frame construction methods may become more favourable. The actual construction method to be used could also be determined by consultation and agreement with the contractor during the procurement process in order to ensure efficiencies in delivery of the programme, leading to a potential reduction in costs. As indicated this would be dependent on volumes included within contracts.

### **Recommendation 4**

*To confirm that the specification used for Council new build homes will be traditional construction with all new homes built to meet the Code for Sustainable Homes Level 3 plus, DQR and the Life Time Homes Standard.*

## 7. Procurement Options for Delivering New Council Homes.....

7.1 The procurement method used by the Council for building new Council homes could have a significant impact on value for money and maximising the wider benefits of the

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<sup>4</sup> By accessing HFG this reduces Council contribution to 91k per home

investment by keeping the pound (£) local, creating jobs and training opportunities, promoting sustainable communities and supporting the local supply chain.

7.2 There are three main ways in which the Council could procure the new build schemes. These are summarised in **Table 2** below.

**Table 2 – Council New Build Procurement Options**

Procurement Method	Advantages and Disadvantages
<p><b>Use the Councils existing South West Wales Regional Contractor Partnering Framework</b></p>	<ul style="list-style-type: none"> <li>• This would be a relatively quick procurement process as the framework is already up and running (following the issue of the tender documentation, a contractor could be in place within 2/3months with a potential start on site within 3/4 months).</li> <li>• The market is currently being tested.</li> <li>• The framework maximises the wider benefits of our investment and promotes local jobs, community benefits and training, whilst at the same time supporting local suppliers.</li> <li>• A number of the contractors on the existing framework have considerable experience of delivering social housing new build contracts for Housing Associations.</li> <li>• More specialist house building developers and contractors may be excluded from the framework.</li> </ul>
<p><b>Open Market Approach</b></p>	<ul style="list-style-type: none"> <li>• Specialist house building developers could tender for our schemes.</li> <li>• The specific new build tender would be tested on the open market.</li> <li>• It may offer less wider benefits to our investment including creating less local jobs, community benefits and training opportunities and offer less support to the local supply chain.</li> <li>• Procurement process would be far more onerous and over a far longer period (from issue of tender it is estimated that subject to no challenges at any of the stages, it could take between 9 to 12 months to get the contractor on board).</li> <li>• The lead in time from developing the tender to commencing works on site will be more onerous and costly than using our existing Contractor Partnering Framework. (the likely timescale to get a start on site could exceed 12 months).</li> <li>• The 12 month appointment process would need to be repeated for each scheme unless a specific framework was set up.</li> </ul>
<p><b>Hybrid approach using the Councils existing Contractor Partnering Framework for two Council New Build Schemes and using the Open Market approach for the other two New Build Schemes</b></p>	<ul style="list-style-type: none"> <li>• This would enable both procurement methods to be tested and enable the Council to deliver future new build schemes using the most effective option.</li> <li>• Works on some sites would commence relatively quickly.</li> <li>• This approach would enable the Council to gain a better understanding of the new build market.</li> <li>• Costs per unit may increase due to the smaller volumes of work being procured (i.e. two separate lots instead of one larger lot).</li> <li>• Some wider benefits would be realised including providing some local jobs and training opportunities.</li> </ul>

7.3 Due to the long timescale required to meet procurement rules, it is proposed that for Phase 1 of the Council new build programme a contractor is appointed through the South West Wales Regional Framework.

7.4 Before commencing Phase 2 of the Council new build programme, consideration should be given to setting up a new framework specifically for new build.

**Recommendation 5**

*To confirm that Phase 1 of the Council new build programme is procured through the South West Wales Regional Contractors Framework*

**Recommendation 6**

*To confirm that consideration will be given to setting up a specific new build framework contract with to procure Phase 2 of the Council new build programme.*

## 8. The Social Housing Grant (SHG) Programme and Housing Association New Build Sites....

8.1 SHG is allocated to each local authority in Wales by WG to increase the supply of social housing. The distribution of SHG is controlled by each Council. The grant is distributed in accordance with the Councils strategic priorities but it cannot be used by the Council itself. SHG can only be used by Housing Associations to increase the supply of social housing.

8.2 The SHG allocation for Carmarthenshire is approximately £2m per annum. SHG, like HFG 2, funds 58% of development costs, the remaining 42% must be match funded by private finance from the Housing Association. Each year the total investment generated from Carmarthenshire's SHG programme is approximately £3.5m.

8.2 The SHG programme will increase the number of new build affordable homes delivered in the County. It will also increase the number of private sector homes bought by Housing Associations.

8.3 The Council is currently working in partnership with two Housing Associations, Pobl Group<sup>5</sup> and Bro Myrddin Housing Association.

8.4 In the first instance, Bro Myrddin Housing Association propose to buy a total 7 private sector homes through the 2016 SHG programme in both the Carmarthenshire Rural and Market Towns Action Area and the Carmarthen and the West Action Area<sup>6</sup>.

**Recommendation 7**

*To confirm that SHG can be used in 2016/17 to purchase 7 private sector homes.*

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<sup>5</sup> Pobl established in April 2016 as a result of merging of Gwalia and Seren Housing Associations.

<sup>6</sup> Subject to reasonable offers being accepted by the vendor.



8.5 Both Bro Myrddin Housing Association and Pobl Group can also to build new affordable homes by utilising SHG in 2016 and 2017. It is estimated that a total of 144 new build homes will be provided by our Housing Association partners. This includes three development schemes previously approved. A summary of the current and proposed sites are provided in **Table 3**.

8.4 Housing Associations can set rents at the social housing rent level or an intermediate rent level i.e. this will be something between social and market rent levels, through the SHG programme. We feel that we need to keep this flexibility in the programme. Decisions on what rent levels to charge for particular schemes will be based on housing need in the particular area and the rent levels needed to ensure scheme viability.

**Table 3 – The Housing Association New Build Sites for 2016 and 2017**

Site	Housing Association	Number of Homes	Action Area
Thomas Terrace, Llandeilo	Bro Myrddin	4	Carmarthenshire Rural and Market Towns
Llanfallteg, Whitland	Bro Myrddin	3	Carmarthenshire Rural and Market Towns
Cae Bryn Drain, Carmarthen *	Bro Myrddin	4	Carmarthen & the West
Pentrefelin Street, Carmarthen *	Bro Myrddin	28	Carmarthen & the West
Jobs Well Road, Carmarthen *	Pobl Group	27	Carmarthen & the West
Priory Street, Carmarthen	Bro Myrddin	38	Carmarthen & the West
Tir y Dail Lane, Ammanford	Pobl Group	18	Ammanford & Amman Valley
Buckleys Site, Llanelli	Pobl Group	22	Llanelli & District
		<b>144</b>	

*\* Schemes previously approved and on site.*

**Recommendation 8**

*To confirm that our Housing Association partners can prioritise their new build schemes on the sites listed in Table 4 and utilise SHG to support the development, if required.*

**Recommendation 9**

*To continue with a flexible approach around rent levels with SHG developments.*

## 9. Carmarthenshire's New Build Programme – Phase 1 2016 and 2017.....

9.1 By maximising the funding opportunities available to the Council and Housing Associations over the next two years we will be able to deliver over 200 new homes.

9.2 New homes will be provided throughout the county within each of our four Action Areas. The overall programme is summarised in **Table 4** and **Appendix 2**.

**Table 4 – Proposed Carmarthenshire New Build Programme 2016 and 2017**

Site	Developer	Number of Homes	Action Area
Thomas Terrace, Llandeilo	Bro Myrddin	4	Carmarthenshire Rural and Market Towns
Llanfallteg, Whitland	Bro Myrddin	3	Carmarthenshire Rural and Market Towns
Pantycelyn, Llandovery	Carmarthenshire CC	5	Carmarthenshire Rural and Market Towns
Cae Bryn Drain, Carmarthen	Bro Myrddin	4	Carmarthen & the West
Pentrefelin Street, Carmarthen	Bro Myrddin	28	Carmarthen & the West
Jobs Well Road, Carmarthen	Pobl Group	27	Carmarthen & the West
Priory Street, Carmarthen	Bro Myrddin	38	Carmarthen & the West
Maespiode, Llandybie	Carmarthenshire CC	8	Ammanford & Amman Valley
Tir y Dail Lane, Ammanford	Pobl Group	18	Ammanford & Amman Valley
Dylan, Llwynhendy	Carmarthenshire CC	36	Llanelli & District
Garreglwyd, Pembrey	Carmarthenshire CC	12	Llanelli & District
Buckleys Site, Llanelli	Pobl Group	22	Llanelli & District
		<b>205</b>	

9.3 The sites shown will be the first phase of our new build programme. It is anticipated that even more new build homes will be built later in the plan as more funding opportunities are accessed and an alternative delivery vehicle established.

## 10. Revising the Current Housing Association Zoning Arrangements.....

10.1 Working in partnership with Housing Associations, as outlined in this report, will be a key requirement of maximising the supply of affordable homes in Carmarthenshire. The SHG programme itself generates at least £3.5m investment every year. We are confident that this investment can be increased if we are robust in our future partnering arrangements.

10.2 WG currently determines which Housing Associations develop within a local authority area. This is called 'zoning'. There are currently four Housing Associations zoned with Carmarthenshire, these are:

- Pobl Group
- Family Housing Association
- Bro Myrddin Housing Association
- Tai Cantref Housing Association

10.3 Even though we have four Housing Associations zoned to work within our geographical boundaries only two Housing Associations are currently actively involved in developing new homes i.e. Pobl and Bro Myrddin.

10.4 This does increase the risk to the Council of not being in a position to maximise all grant funding (and accessing any other funding). It also restricts the Council from learning and developing the various skills and expertise offered by many other Housing Associations in Wales around building new homes, town centre redevelopments and other regeneration opportunities, including non-residential developments.

10.5 Whilst we obviously want to work closely with existing Housing Association partners, we also want to reduce the risk of not maximising potential opportunities. Consequently, should we feel that we need a greater range of choice in developing new and innovative solutions we would want the flexibility to make an application (and business case) to the WG to revise current zoning arrangements.

10.6 This approach will also help promote good practice, potentially attract even more external funding and introduce a further level of competition for SHG or other funding.

### **Recommendation 10**

*To confirm that the Council can apply to WG to revise the current zoning arrangements for the county, if there is a significant risk of not taking up grant funding and other regeneration opportunities.*

## Appendix 1 – Council New build Specification Options

Specification	Advantages & Disadvantages
<b>Energy Efficient – SOLCER<sup>7</sup></b>	<ul style="list-style-type: none"> <li>• Only one prototype has been constructed which complies with Design Quality Standards (DQR)<sup>8</sup> and Life Time Homes Standard<sup>9</sup>.</li> <li>• End user suitability and performance has not been tested as the prototype is not occupied.</li> <li>• Very energy efficient with good thermal insulation and low air leakage.</li> <li>• All homes must be south facing to benefit from the energy efficient technology installed. This would significantly affect the number of homes on each new build site.</li> <li>• Cost of build and ongoing repairs high.</li> <li>• Technologies used not fully tested in operational use</li> <li>• Potentially long lead in times</li> </ul>
<b>Energy Efficient - Passivhaus</b>	<ul style="list-style-type: none"> <li>• Design complies with DQR and Life Time Homes Standard.</li> <li>• Very energy efficient with very good thermal insulation, low air leakage and low energy running costs..</li> <li>• High Build costs – it is estimated that the cost of a Passivhaus build is 15% higher than traditional build costs in the UK. There is evidence, however, to show that there are potentially significant savings over the life of the buildings.</li> <li>• Potentially long lead in time.</li> </ul>
<b>Code for Sustainable Homes</b>	<ul style="list-style-type: none"> <li>• National standard for the design and construction of new homes and is a tool for improving environmental performance and reducing carbon emissions.</li> <li>• Code 3 is the minimum standard that new homes must achieve.</li> <li>• Code properties will comply with DQR and the Life Time Homes Standard.</li> <li>• Can be delivered through timber frame or traditional construction approaches.</li> </ul>
<b>National House Builder</b>	<ul style="list-style-type: none"> <li>• Standard designs used do not comply with DQR or the Life Time Homes Standard therefore WG grant funding towards build costs will not be applicable.</li> <li>• Lower construction costs experience due to the volume of homes being built and the low specification and quality of materials omitting standard items required in social housing.</li> <li>• The volume of homes that we are in a position to build currently, will not meet the volume built by national house builders to experience lower construction cost.</li> <li>• Due to the lower specification and quality of materials the ongoing repair and maintenance costs are likely to be high.</li> </ul>
<b>Timber Frame Construction</b>	<ul style="list-style-type: none"> <li>• Designs comply with DQR and the Life Time Homes Standard.</li> <li>• Higher construction costs than traditional construction with the volume of homes we are in a position to build.</li> <li>• Shorter on site timescales than traditional build.</li> </ul>

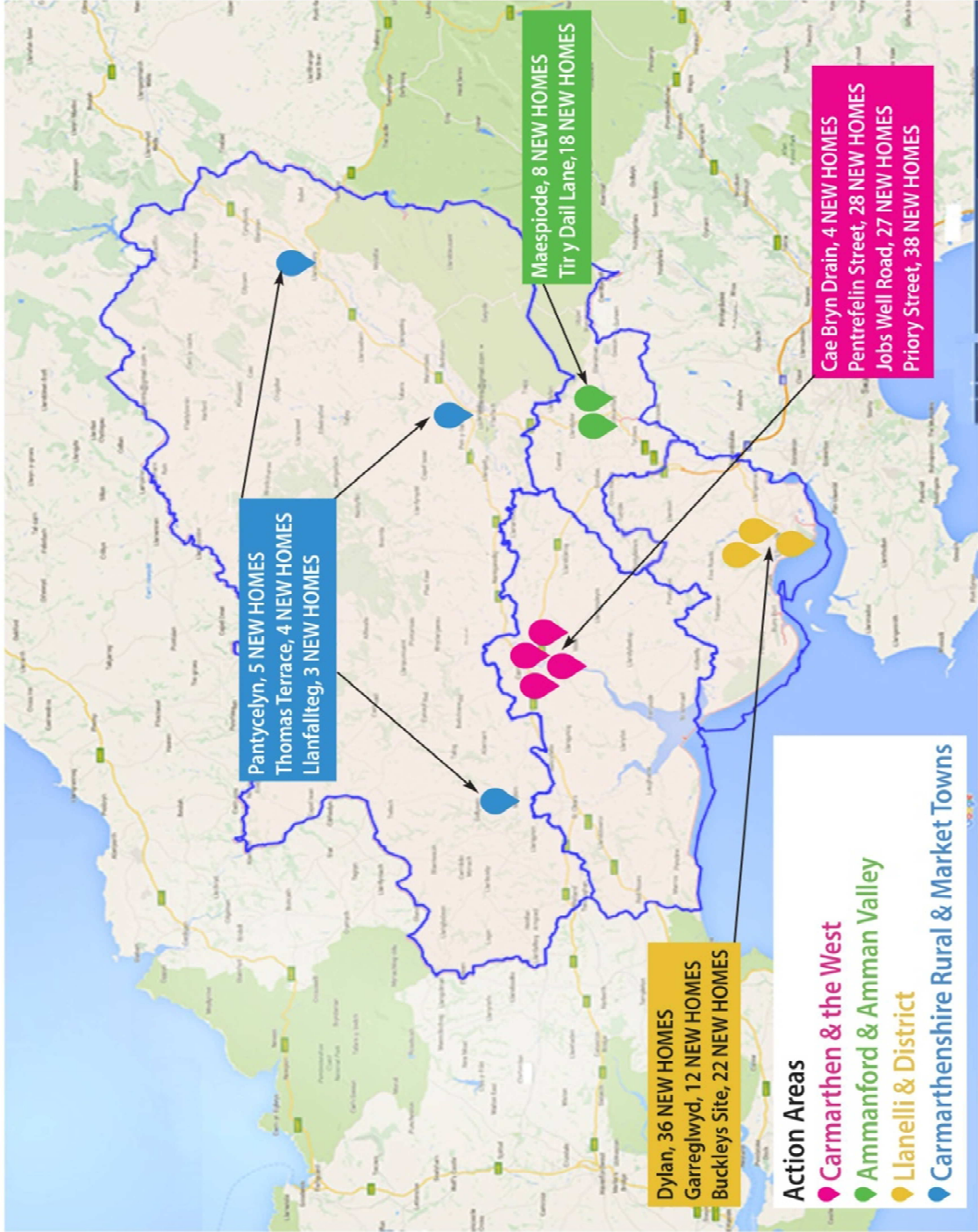
<sup>7</sup> Smart Operation for Low Carbon Energy Region (SOLCER) – designed by Cardiff University.

<sup>8</sup> Standard set by WG for all social new build housing in Wales. Homes must comply with these standards if WG grant funding is to be utilised.

<sup>9</sup> A set of design criteria that provide a model for building accessible and adaptable homes.

	<ul style="list-style-type: none"> <li>• Longer development lead in times than traditional construction due to the time required to fabricate the timber frames within the factory.</li> <li>• Good access required on sites for delivery and crane usage.</li> </ul>
<b>Traditional Construction</b>	<ul style="list-style-type: none"> <li>• Designs comply with DQR and the Life Time Homes Standard.</li> <li>• Lower construction costs than timber frame (dependent on volumes)</li> <li>• Shorter development lead in timescales.</li> <li>• Generally longer on site build times than timber frame construction.</li> </ul>

# Affordable Housing New Build Programme - Phase 1 2016 & 2017



Over 200 new homes will be developed

# COMMUNITY SCRUTINY COMMITTEE

## 29<sup>TH</sup> SEPTEMBER 2016

### National Licensing of Landlords and Agents

#### To consider and comment on the following issues:

- Progress made in relation to national licensing of landlords and agents.

#### Reasons:

- Welsh Government designated Cardiff Council as the Licensing Authority for the whole of Wales in 2015. However, they will depend on the support of each local authority to deliver and enforce the scheme effectively in their own areas.
- Carmarthenshire has taken a proactive approach in terms of engaging with landlords who let properties in the County about their responsibilities.
- The Community Scrutiny Committee was informed in the meeting held on 20<sup>th</sup> June 2016 of Carmarthenshire's approach with regard to national registration and licensing of landlords in Wales.
- It was agreed, at that time, that members of the Community Scrutiny Committee are regularly informed of progress on how Carmarthenshire compares nationally on the number of landlords and agents licensed and registered.

**To be referred to the Executive Board for decision: NO**

**Executive Board Member Portfolio Holder:** Cllr. Linda Evans (Housing)

<p><b>Directorate:</b> Communities</p> <p><b>Name of Head of Service:</b> Robin Staines</p> <p><b>Report Author:</b> Jonathan Willis</p>	<p><b>Designations:</b></p> <p>Head of Housing &amp; Public Protection</p> <p>Housing Services Manager (Housing Options &amp; Advice)</p>	<p><b>Tel Nos. / E-Mail Addresses:</b></p> <p>01267 228960 <a href="mailto:rstaines@carmarthenshire.gov.uk">rstaines@carmarthenshire.gov.uk</a></p> <p>01554 899232 <a href="mailto:jnwillis@carmarthenshire.gov.uk">jnwillis@carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 29<sup>TH</sup> SEPTEMBER, 2016

## National Licensing of Landlords and Agents

The Housing (Wales) Act 2014 requires landlords and agents to register and obtain a licence if they own or manage private rented properties. There are two parts to obtaining a licence. A landlord or agent is firstly required to register and then complete an approved training course.

The costs to register and licence are as follows:

- Landlord registration - £33.50.
- Landlord licence- £144.00.
- Agents licence will depend on the size of their portfolio.

From 23rd November 2015 the new registration and licensing provisions came into force. However, landlords and agents have been given a grace period of up to 23rd of November 2016 to comply. The registration and licensing process is administered by Cardiff City Council who have set up a new organisation with the support of Welsh Government called Rent Smart Wales (RSW).

After the 23 November 2016 it will be an offence for a landlord to rent out a property without being registered and licensed. It will also be an offence for agents to manage rented properties on behalf of landlords if they haven't obtained a licence.

The role of Council will be:

- To review the private rented stock within their areas on a regular basis.
- To provide information to RSW where they take on prosecutions for non-compliance.
- To serve fixed penalty notices on landlords and agents.
- To undertake local promotion.

The Housing Options and Advice Team have a designated officer that will deal with RSW and all the functions that that entails.

After the 23rd of November we will actively pursue landlords and agents that have failed to register or licence. Where we identify landlords and agents that aren't registered or licensed, we will issue fixed penalty notices as appropriate. Persistent non-compliance will be dealt with by RSW. We will work with our council tax/ housing benefit departments and RSW to identify these landlords by cross referencing details that we have and a national database of landlords.



Where fixed penalty notices are served we will receive that income. Each fixed penalty notice will carry a fee of £150 and in some cases £200. Likewise, where the Council assists RSW with their functions we will be able to recharge them for the time invested.

Carmarthenshire have engaged with landlords through a range of promotional activity on a local level to encourage landlords and agents to register and obtain a licence with RSW. This is reflective in the numbers that RSW have recently reported back to us, which are as follows:

- **43% (1538)** of known landlords in Carmarthenshire have become registered/ licensed so far compared to 35% nationally.
- **4% (158)** of known landlords in Carmarthenshire have recently started the application process
- **48.6% (4536)** of all known private rented dwellings in Carmarthenshire have been registered
- There is no local information available yet on the number of letting agents that have been licensed
- No landlords or agents in Carmarthenshire, to date, have been refused a licence.

Early indication shows that Carmarthenshire has the highest percentage of landlords registered/ licensed of all 22 authorities in Wales as well as the highest percentage of known private rented dwellings registered.

We will continue to promote the scheme up until and beyond the 23 November 2016 to ensure that every landlord has an opportunity to register and licence with RSW. After the 23 November 2016, the Council will take action against landlords that have failed to comply. Future reports will also include:

- Number of fixed penalty notice served
- Number of landlords prosecuted

As part of obtaining a licence a landlord has to successfully undertake an approved training course. Carmarthenshire is the first and only authority to date to have developed a landlord training programme in line with the RSW syllabus. To date we have trained 65 landlords. A further 8 courses have been arranged up to the end of October 2016. All landlords trained have passed the examination and have received their certificate to become licensed with RSW. We have also delivered 2 training events for Ceredigion County Council resulting in additional income. Feedback from landlords has been positive.

An online course is also being developed at a cost of £30-35 per delegate. Some landlords have indicated that they do not have the time to attend a full day training seminar. An online course will encourage more landlords to become trained.

**DETAILED REPORT ATTACHED?**

**NO**

# 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: **Robin Staines** Head of Housing & Public Protection

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

## 1. Policy, Crime & Disorder and Equalities

There are no crime or disorder issues. However, there are policy and equality matters which are as follows:

- All literature and training materials have been translated and in line with the Welsh language policy.
- The course venues have all been assessed and are suitable for persons with disabilities.

## 2. Legal

- Legal services have been consulted in relation to the terms and conditions of the Memorandum of Understanding between the Council and RSW.

## 3. Finance

- The Council has received £13K in 2015/16 funding from Welsh Government to mitigate the initial impact of the scheme. This funding was primarily used to develop a marketing and publicity campaign.
- For 2016/17 the council has been awarded £29K to deliver activities relating to RSW. This will extend to £35K in future years. This funding has been used to recruit an additional staff member to assist in the delivery of the scheme locally.
- The income generated from the training courses, the fixed penalty notices and the recharging for additional activities will ensure that current income targets are maintained.

## 5. Risk Management Issues

- Officers delivering the training programme have adequate professional indemnity through the Council's insurance provider.

## 6. Staffing Implications

- The new duties and responsibilities have required the employment of an additional staff member.

## CONSULTATIONS

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

Signed: **Robin Staines**                      **Head of Housing & Public Protection**

**1. Local Member(s)** – Members of the Community Scrutiny Committee will be consulted as part of this report.

**2. Community / Town Council** – N/A

**3. Relevant Partners** – Welsh Government undertook a national consultation exercise involving landlord and agents and other key stakeholders.

**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
Housing (Wales) Act 2014	<b>Cymraeg</b> <a href="http://gov.wales/topics/housing-and-regeneration/legislation/housing-act/?skip=1&amp;lang=cy">http://gov.wales/topics/housing-and-regeneration/legislation/housing-act/?skip=1&amp;lang=cy</a>  <b>English</b> <a href="http://gov.wales/topics/housing-and-regeneration/legislation/housing-act/?lang=en">http://gov.wales/topics/housing-and-regeneration/legislation/housing-act/?lang=en</a>

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# COMMUNITY SCRUTINY COMMITTEE

## 29<sup>th</sup> SEPTEMBER 2016

### Community Infrastructure Levy

#### To consider and comment on the following issues:

- This report is to update the Community Scrutiny Committee on the progress of considering a Community Infrastructure Levy (CIL) for Carmarthenshire and the current ongoing consultation on the Preliminary Draft Charging Schedule.
- The Preliminary Draft Charging Schedule is the first stage in establishing the CIL, and it sets out the proposed charging rates for Carmarthenshire. This report outlines the content of this ongoing formal consultation.

#### Reasons:

- Legislation has effectively scaled back the scope of Section 106 legal agreements. If the Council does not implement a CIL it will potentially lose out on contributions from developers to fund vital infrastructure, required to implement the Local Development Plan allocations and the Council's regeneration plans in general.

**To be referred to the Executive Board for decision: No**

#### Executive Board Member Portfolio Holder(s):

- Cllr. L Mair Stephens (Planning)

<p><b>Directorate:</b> Environment Department</p> <p><b>Name of Head of Service:</b> Llinos Quelch</p> <p><b>Report Author:</b> Ian R Llewelyn</p>	<p><b>Designations:</b></p> <p>Head of Planning</p> <p>Forward Planning Manager</p>	<p><b>Tel Nos. / E-Mail Addresses:</b></p> <p>Telephone 2918 Email <a href="mailto:L.Quelch@Carmarthenshire.gov.uk">L.Quelch@Carmarthenshire.gov.uk</a></p> <p>Telephone 2816 Email <a href="mailto:IRLlewelyn@Carmarthenshire.gov.uk">IRLlewelyn@Carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 29<sup>th</sup> SEPTEMBER 2016

## Community Infrastructure Levy

### Background

The CIL is a planning charge, introduced by the Planning Act 2008 as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area. It came into force on 6 April 2010 through the Community Infrastructure Levy Regulations 2010 which set out how local authorities can introduce a CIL and changed the way in which planning obligations can be sought through Section 106 Agreements. It should be noted that whilst the adoption of a CIL charge is not mandatory, it is prudent to fully consider the respective benefits or otherwise it may have in delivering infrastructure improvements necessary to facilitate regeneration and growth.

If the Council elect to adopt a CIL then a range of developments will be liable for a charge under the Charging Schedule which will identify the level of CIL that will be applied to each type of chargeable development. If introduced, the CIL will be mandatory and will be charged against all new development that meets the qualifying criteria. The money generated from CIL can be used to fund a wide range of infrastructure that is needed to support growth in the area. This can include things such as community facilities, education and transport improvements.

Two reports have previously been reported to the Community Scrutiny Committee on CIL – firstly on the 2 May 2015 and secondly on 9 November 2015. When the CIL was first reported to the Committee a commitment was given to provide future updates as and when the Head of Planning considered it appropriate to do so.

On the 13th January 2016 the Council resolved to progress work on further exploring the detail of a Community Infrastructure Levy (CIL) for Carmarthenshire and authorised the production of a Preliminary Draft Charging Schedule, and to conduct a formal consultation on its content along with the associated evidence base.

The responses received as part of this consultation will be reported to the Council once the consultation has ended. At that stage the Council will consider the appropriateness of the CIL in light of responses received and determine whether or not to proceed to consult on a Draft Charging Schedule and subsequently submit it for examination.

## Preliminary Draft Charging Schedule

The formal consultation on the Preliminary Draft Charging Schedule commenced on the 7 September for an 8 week period and will end on 4 November. The Preliminary Draft Charging Schedule is the first stage in establishing the CIL, and it sets out the proposed charging rates for Carmarthenshire. Comments have been invited on the content of this document and the supporting evidence.

Carmarthenshire County Council commissioned the District Valuer Services – Valuation Office Agency to undertake a CIL economic viability study for Carmarthenshire. The Draft Study was completed in November 2015 and provides a comprehensive up-to-date evidence base upon which the proposed CIL rates are based. The Viability Study can be viewed via the following link: <http://local.carmarthenshire.gov.uk/media/96628/Study-into-the-Viability-of-Charging-CIL-Background-Document.pdf>

To test the financial viability of introducing a potential CIL within Carmarthenshire the Study tested 33 actual and/or potential development sites located across the Local Authority area. These sites covered a range of intended uses from new housing to a broad range of commercial uses such as retail, office, industrial etc.

In respect of the residential development sites tested, the Study indicated that viability varied significantly between different geographical locations. It concluded that residential developments in some areas of Carmarthenshire could make a contribution to infrastructure and remain economically viable while others could not. Those sites which produced positive viability results have been grouped geographically and are located in the following areas:

- Llandeilo and Llandovery;
- Carmarthen;
- Llanelli;
- Ammanford / Cross Hands; and,
- St Clears / Whitland

The Study also concludes that private retirement housing (falling within C3 use class) could viably accommodate a CIL charge and recommends one charge be applied across the County.

The Study indicates that the majority of commercial land uses would not remain viable with a CIL imposed, it concludes that retail developments could accommodate a CIL charge whilst remaining commercially viable. The retail sites tested included a selection of comparison and convenience, as well as small and large scale retail developments, and the variety of sites which were tested largely produced similar results.

The Study makes recommendations for proposed charging rates and these are reflected in the Preliminary Draft Charging Schedule outlined below:

<b>Development Type</b>	<b>CIL Rate: £/m<sup>2</sup></b>
Residential Development (within Viable Areas - please refer to map in Appendix 1)	£60
Residential Development (outside of Viable Areas – please refer to map in Appendix 1)	Nil
Private Retirement Housing C3	£60
Comparison Retail	£70
Convenience Retail	£70
Other chargeable Development	Nil

The Preliminary Draft Charging Schedule and the associated Map of Residential Charging Zones can be viewed on the i-local page at:

<http://i-local.carmarthenshire.gov.uk/consultations/community-infrastructure-levy-preliminary-draft-charging-schedule/>

### **Infrastructure Requirements**

The Council prepared an Infrastructure Background Paper in 2013 to inform the production of the Local Development Plan (adopted in 2014). For the purposes of informing the consideration of adopting a CIL further information was needed on Carmarthenshire's infrastructure requirements and the cost for delivering it. Additionally, it is a requirement for the Charging Authority to demonstrate an aggregate funding gap – the disparity between the funding needed and the funding available to deliver the infrastructure required to facilitate and support development in Carmarthenshire. As such a further Infrastructure Assessment Background Paper has been produced.

This Paper updates the existing evidence and supplements it with information relating to additional types of infrastructure not previously fully considered. The Paper identifies the infrastructure costs and potential sources of funding. The Infrastructure Paper estimates that there is a total funding gap of £272,964,111.

The Paper also proposes a list of the types of infrastructure which should be funded by the CIL, this is referred to as the Regulation 123 List.

It is expected that during the process of considering and progressing a CIL that the infrastructure schemes identified in this paper would progress and the funding arrangements will evolve and change. It is therefore likely that further updates will be required to this paper during this process and the recommendations made in this paper consequently changed. It should therefore be noted that the contents of this Paper is likely to be amended, including the draft Regulation 123 list of infrastructure projects, following consultation.



The CIL Background Paper: Infrastructure Assessment can be viewed via this link at the i-local webpage: <http://ilocal.carmarthenshire.gov.uk/media/96610/Infrastructure-Assessment-Report-Background-Document.pdf>

## Next Steps

Comments from this consultation will be taken into account in considering the suitability of a CIL for Carmarthenshire and in producing a Draft Charging Schedule for further consultation. When those consultation responses have been received and any amendments or clarifications made, this will then be submitted to an Independent Inspector.

The timetable below shows the series of stages involved in the preparation of a CIL Charging Schedule as outlined by the CIL Regulations.

**Definitive Stages:** The stages in the preparation of a CIL Charging Schedule up to and including the Draft Charging Schedule consultation. These stages of the process are under the direct control of the Council and therefore the timetable is as realistic as possible. Every effort will be made to avoid deviations from the timetable during these stages.

**Indicative Stages:** The Council has less control over the later stages of the process, as they are dependent on many factors beyond the Council's control such as the number of representations that need to be handled and the requirements, capacity and availability of the Independent Planning Inspector to conduct the Examination. The indicative timetable will therefore be formalised and defined at the close of the Draft Charging Schedule consultation period or further to the consideration of representation to any modifications.

Stage in Plan Preparation	Timescale	
<b>Definitive Stages</b>		
<b>Evidence Base</b>		
a) Assess Infrastructure Capacity across the County	June 2015	November 2015
b) Establishing Total Cost of Infrastructure and Funding Gap	June 2015	December 2015
c) Viability Assessment and consideration of outcomes	June 2015	January 2016
d) Addressing Evidence Gap	June 2015	February 2016
e) Reporting – Authority to formally consult on PDCS	November 2015	January 2016
<b>Preliminary Draft Charging Schedule (PDCS)</b>		
a) Informal consultation on Viability Study	February 2016	March 2016
b) Prepare the Preliminary Draft Charging Schedule (PDCS)	February 2016	August 2016
c) Formal Consultation (6 weeks) on PDCS, Viability and Infrastructure Evidence	September 2016	November 2016
<b>Draft Charging Schedule</b>		
a) Report to Council – Responses to PDCS and Authority to Consult on Draft Charging Schedule and subsequently submit for examination	December 2016	January 2017
b) Prepare and publish Draft Charging Schedule	February 2017	March 2017
c) Consultation (6 weeks)	May 2017	June 2017
<b>Indicative Stages</b>		
<b>Submission of Charging Schedule</b>	August 2017	August 2017
<b>Examination</b>	October 2017	October 2017
<b>Approval and Publication of Charging Schedule (incorporating Report to Council)</b>	February 2018	February 2018

**DETAILED REPORT ATTACHED?**

**NO**

## 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:**        **Llinos Quelch**        **Head of Planning**

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

### **Policy and Crime & Disorder**

The purpose of implementing CIL is to pay for the infrastructure needed to support the development and regeneration of the County. To this end, it supports the aims and objectives of the Local Development Plan's Objectives and Policies and also the Council's commitment to regeneration. If the Council resolves to prepare a CIL Charging Schedule then this will need to be done in accordance with equal opportunities policies and will need to ensure that the correct consultation procedures are complied with in accordance with the Community Infrastructure Levy Regulations 2010 (as amended).

### **Legal**

The Local Authority currently secures planning contributions as governed by Section 106 of the Town and Country Planning Act 1990. The Planning Act 2008 makes provision for local authorities to prepare a Community Infrastructure Levy. On the 6th April 2010 the Community Infrastructure Levy Regulations 2010 came into force in England and Wales which established the procedure for introducing CIL.

### **Finance**

Provision has been made in the Planning division budget to meet the cost of a Contributions Officer for an additional 12 months and to fund ongoing evidential requirements. Provision is also made in 2016-17 for the Examination.

Provision has already been made for further update work required to the Viability Study in order to take account of any representations made during the Preliminary Draft Charging Schedule consultation. Provision has also been made for the support of the District Valuer at the Examination.

The CIL Regulations include the provision for councils to claw back some of the outlay cost in preparing and implementing CIL, by allowing them to reclaim 5% of the total CIL revenue for the first 3 years that CIL is levied. In addition to this the CIL Regulations make provision for councils to use up to 5% of each year's CIL revenue to offset the CIL administrative costs of charging a CIL for that year. This covers the years following the initial three year period and can continue to be recovered for as long as the CIL is being charged.

In considering the relative costs of preparing CIL, it should be noted that they will have to be borne up front, whilst the clawing back of the costs will only be realised once the CIL Schedule is implemented at the end of the preparation process. Therefore the Council will have to bear the costs of preparation before any costs can be clawed back, should Planning Division Budget not be in a position to provide this initial provision and application will be made to the Development Fund. The preparation work undertaken to date are being funded by funds held in reserve.

### **ICT**

If the Council elects to adopt the CIL then a new systems will be required to manage and monitor CIL liability and the collection of funds.

### **Staffing Implications**

A member of staff has been seconded to the Contributions Officer post for a period of 30 months, this secondment will need to be reviewed as progress is made.

### **Physical Assets**

May impact on land values when disposing of land, while certain categories of development may incur CIL if undertaken by the authority, this will be determined in the final charging schedule.

## CONSULTATIONS

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

Signed:        L Quelch                    Head of Planning

- 1. Local Member(s)** – The Leader of each political group as well as non affiliated members has been contacted to arrange an informal session on the CIL generally and the current consultation. To date one political grouping has taken this opportunity to have an informal session and another has arranged a session at the end of September.
- 2. Community / Town Council** – Each Town and Community Council has been notified of the current CIL consultation and they are welcome to comment.
- 3. Relevant Partners** – A presentation was given to the Public Service Board on the 12 May 2016 and the partners of the Board were invited to contribute during the production of the Preliminary Draft Charging Schedule, and especially to inform the content of the CIL Background Paper: Infrastructure Assessment. In addition a number of service providers have been engaged through the Strategic Asset Steering Group and the Section 106 Infrastructure Working Group.
- 4. Staff Side Representatives and other Organisations** – Numerous organisations have been notified of the current consultation on the Preliminary Draft Charging Schedule.

### 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
<b>Preliminary Draft Charging Schedule</b>	English: <a href="http://ilocal.carmarthenshire.gov.wales/media/96622/Preliminary-Draft-Charging-Schedule-Consultation-Document.pdf">http://ilocal.carmarthenshire.gov.wales/media/96622/Preliminary-Draft-Charging-Schedule-Consultation-Document.pdf</a> Cymraeg: <a href="http://lleoli.sirgar.llyw.cymru/media/96619/Preliminary-Draft-Charging-Schedule-Consultation-Document-Welsh.pdf">http://lleoli.sirgar.llyw.cymru/media/96619/Preliminary-Draft-Charging-Schedule-Consultation-Document-Welsh.pdf</a>
<b>Study into the economic viability of charging CIL in Carmarthenshire</b>	English: <a href="http://ilocal.carmarthenshire.gov.wales/media/96628/Study-into-the-Viability-of-Charging-CIL-Background-Document.pdf">http://ilocal.carmarthenshire.gov.wales/media/96628/Study-into-the-Viability-of-Charging-CIL-Background-Document.pdf</a> Cymraeg: <a href="http://lleoli.sirgar.llyw.cymru/media/96625/Study-into-the-Viability-of-Charging-CIL-Background-Document-Welsh.pdf">http://lleoli.sirgar.llyw.cymru/media/96625/Study-into-the-Viability-of-Charging-CIL-Background-Document-Welsh.pdf</a>
<b>CIL Background Paper: Infrastructure Assessment</b>	English: <a href="http://ilocal.carmarthenshire.gov.wales/media/96610/Infrastructure-Assessment-Report-Background-Document.pdf">http://ilocal.carmarthenshire.gov.wales/media/96610/Infrastructure-Assessment-Report-Background-Document.pdf</a> Cymraeg: <a href="http://lleoli.sirgar.llyw.cymru/media/96607/Infrastructure-Assessment-Report-Background-Document-Welsh.pdf">http://lleoli.sirgar.llyw.cymru/media/96607/Infrastructure-Assessment-Report-Background-Document-Welsh.pdf</a>
<b>Carmarthenshire Local Development Plan</b>	English: <a href="http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/#.V-AO11IUUy9">http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/#.V-AO11IUUy9</a> Cymraeg: <a href="http://www.sirgar.llyw.cymru/cartref/preswylwyr/cynllunio/cynlluniau-datblygu-a-pholisi/y-cynllun-datblygu-lleol/#.V-AO6FIUUy8">http://www.sirgar.llyw.cymru/cartref/preswylwyr/cynllunio/cynlluniau-datblygu-a-pholisi/y-cynllun-datblygu-lleol/#.V-AO6FIUUy8</a>

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# COMMUNITY SCRUTINY COMMITTEE

## 29<sup>th</sup> SEPTEMBER 2016

### 2016/17 Improvement Plan Performance Monitoring Report

Quarter 1 – 1<sup>st</sup> April to 30<sup>th</sup> 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. Linda Evans (Housing)
- Cllr. Meryl Gravell (Regeneration & Leisure)
- Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)

<b>Directorates:</b> Communities / Environment / Chief Executive's	<b>Designations:</b>	<b>Tel Nos./ E-Mail Addresses:</b>
<b>Names of Heads of Service:</b>		
Wendy Walters	Assistant Chief Executive (Regeneration & Policy)	01267 224112 <a href="mailto:wswalters@carmarthenshire.gov.uk">wswalters@carmarthenshire.gov.uk</a>
Ian Jones	Head of Leisure	01267 228309 <a href="mailto:ijones@carmarthenshire.gov.uk">ijones@carmarthenshire.gov.uk</a>
Llinos Quelch	Head of Planning	01267 228918 <a href="mailto:lquelch@carmarthenshire.gov.uk">lquelch@carmarthenshire.gov.uk</a>
Robin Staines	Head of Housing & Public Protection	01267 228960 <a href="mailto:rstaines@carmarthenshire.gov.uk">rstaines@carmarthenshire.gov.uk</a>
<b>Report Author:</b> Jonathan Davies	Senior Management Information Officer	01554 899308 <a href="mailto:jjadavies@carmarthenshire.gov.uk">jjadavies@carmarthenshire.gov.uk</a>



## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 29<sup>th</sup> SEPTEMBER 2016

## 2016/17 Improvement Plan Performance Monitoring Report

Quarter 1 – 1<sup>st</sup> April to 30<sup>th</sup> 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, as at 30th June 2016.

DETAILED REPORT ATTACHED?

YES

## 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:**

<b>Wendy Walters</b>	<b>Assistant Chief Executive (Regeneration &amp; Policy)</b>
<b>Ian Jones</b>	<b>Head of Leisure</b>
<b>Llinos Quelch</b>	<b>Head of Planning</b>
<b>Robin Staines</b>	<b>Head of Housing &amp; Public Protection</b>

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

### 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
- 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:

<b>Signed:</b>	<b>Wendy Walters</b>	<b>Assistant Chief Executive (Regeneration &amp; Policy)</b>
	<b>Ian Jones</b>	<b>Head of Leisure</b>
	<b>Llinos Quelch</b>	<b>Head of Planning</b>
	<b>Robin Staines</b>	<b>Head of Housing &amp; Public Protection</b>

**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:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
CCC Annual Report 2015/16 & Improvement Plan 2016/17	<a href="http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A">http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A</a>
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	<a href="http://www.thecarmarthenshirepartnership.org.uk">www.thecarmarthenshirepartnership.org.uk</a>
CCC Corporate Strategy 2015-20	<a href="http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf">http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf</a>
Budget Monitoring Reports	Corporate Services Department

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## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17

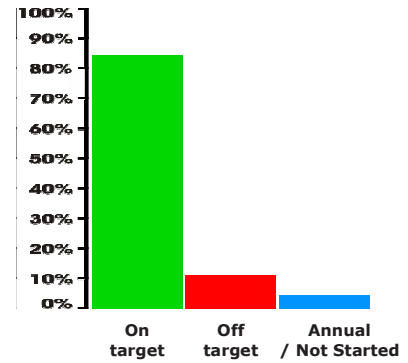


Filtered by:  
 Organisation - Carmarthenshire County Council  
 Source document - Improvement Plan 2016/17

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
C. People in Carmarthenshire are healthier	Actions	4	4	0	0	N/A	0	100%	67%
	Measures	11	6	3	0	0	2	55%	
D. People in Carmarthenshire fulfil their learning potential	Measures	1	1	0	0	0	0	100%	100%
F. Carmarthenshire's communities and environment are sustainable	Actions	4	4	0	0	N/A	0	100%	100%
G. Carmarthenshire has a stronger and more prosperous economy	Actions	21	21	0	0	N/A	0	100%	92%
	Measures	4	2	2	0	0	0	50%	
<b>Overall Performance</b>	<b>Actions and Measures</b>	<b>45</b>	<b>38</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>84%</b>	

**Performance against Target**



**OFF TARGET**



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: C. People in Carmarthenshire are healthier							
Sub-theme: C1 Ensuring each child has the best start in life							
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
Number of attendances at Sporting Opportunities facilitated by Sport & Leisure Officers 3.4.2.8	Not applicable		Q1: <b>17311</b>  End Of Year: <b>197899</b>	Target: <b>18500</b>  Result: <b>13799</b>	Target: <b>71500</b>	Target: <b>127000</b>	Target: <b>208000</b>
<b>Comment</b>	Below target for 16/17, but on comparison with same Q1 period for 15/16. The difference being the participations generated by the employment of a Rugby development officer, which has since been removed from the structure, as it is being funded by the WRU i.e. same benefits to Carmarthenshire, but we can't count the figures. The same situation applies for the Hockey Development post too.						
<b>Remedial Action</b>	In hindsight, the 16/17 target should have been lowered, however, at the time it was also thought that other development work would compensate for these loss of participants that we can count. Every effort will be made to achieve the target by year end. Sports officers are aware of the shortfall, and are reviewing their data collection processes and work programmes to count all LAPA projects and further promote the sessions and activities we organise across the Community						
<b>Service Head:</b> Ian Jones			<b>Performance status:</b> Off target				



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: C. People in Carmarthenshire are healthier							
Sub-theme: C2 Preventing ill health and encourage healthy living							
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
<p>The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity, per 1,000 population</p> <p>LCS/002b</p>	9382	8231	<p>Q1: <b>1567</b></p> <p>End Of Year: <b>6905</b></p>	<p>Target: <b>1654</b></p> <p>Result: <b>1323</b></p> <p>Calculation: <b>(245008 ÷ 185123) × 1000</b></p>	<p>Target: <b>3485</b></p>	<p>Target: <b>5352</b></p>	<p>Target: <b>7251</b></p>
<b>Comment</b>	Most notable decreases in attendance occurred at Carmarthen and Amman Valley Leisure Centres, showing a combined decrease of circa 23,000 attendances compared to 2015/16. This is mostly attributable to the declining fit/swim memberships that are associated with ageing fitness equipment and environment.						
<b>Remedial Action</b>	The fitness equipment and environments are scheduled for an upgrade following a successful development loan bid. Works are due to be completed by late Autumn at Carmarthen and hopefully by the new year for Amman Valley. The 3rd and 4th quarters should demonstrate a significant increase in attendance on the back of this re-furbishment work which is being supplemented with additional marketing and promotion.						
<b>Service Head:</b> Ian Jones			<b>Performance status:</b> Off target				





## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: C. People in Carmarthenshire are healthier							
Sub-theme: C5 Improving housing conditions and reducing homelessness							
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 new additional properties managed by our internal social lettings agency 7.3.2.25	Not applicable		Q1: <b>3</b>  End Of Year: <b>12</b>	Target: <b>3</b>  Result: <b>2</b>	Target: <b>10</b>	Target: <b>17</b>	Target: <b>24</b>
<b>Comment</b>	The total number of properties accepted on to the scheme at this point of the year is lower than anticipated. However, the new leasing product will create more interest by landlords through better incentives which will result in more properties						
<b>Remedial Action</b>	Development of leasing product to run alongside current management agreement arrangements. Better advertising of the services available.						
<b>Service Head:</b> Robin Staines				<b>Performance status:</b> Off target			



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: G. Carmarthenshire has a stronger and more prosperous economy							
Sub-theme: G1 Developing business growth, retention specialisation (including retaining young people)							
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 undisputed invoices which were paid in 30 days CFH/006	Not applicable		Q1: <b>96.3</b>  End Of Year: <b>94.9</b>	Target: <b>93.5</b>  Result: <b>88.6</b>  Calculation: <b>(59900 ÷ 67638) × 100</b>	Target: <b>93.5</b>	Target: <b>93.5</b>	Target: <b>93.5</b>
<b>Comment</b>	The continued roll-out of the Financial Management Systems 'purchase to pay' functionality does impose substantial change on existing invoice processing arrangements, together with increased procedural development around management, control and training.						
<b>Remedial Action</b>	This resulted in a decrease in the KPI which will improve in the long term.						
<b>Service Head:</b> Owen Bowen				<b>Performance status:</b> Off target			



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: G. Carmarthenshire has a stronger and more prosperous economy							
Sub-theme: G2 Maximising job creation for all							
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
Jobs safeguarded with Regeneration assistance 5.6.3.6	Not applicable		New measure	Target: <b>30.0</b>  Result: <b>29.0</b>	Target: <b>60.0</b>	Target: <b>90.0</b>	Target: <b>166.0</b>
<b>Comment</b>	Jobs safeguarded from Targeted Finance Fund / Social enterprise support.						
<b>Remedial Action</b>	Slight variation from target expect to even out by end of financial year.						
<b>Service Head:</b> Wendy S Walters			<b>Performance status:</b> Off target				

**ON TARGET ETC.**



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



<b>ACTIONS - Theme: C. People in Carmarthenshire are healthier</b>		
<b>Sub-theme: C2 Preventing ill health and encourage healthy living</b>		
<b>Action</b>	12045	<b>Target date</b>
		31/03/2019
<b>Action promised</b>	We will develop plans for new Llanelli Leisure Centre linked to wellness village and life sciences hub	
<b>Comment</b>	Discussions are ongoing at a corporate level linked to the wider masterplan for the well-being hub at Delta Lakes, Llanelli. One site visit has been undertaken to a National standard diving pool in Southend with another planned in Plymouth in July. Money has been secured in the CCC capital programme towards the new leisure centre build. A core specification document is in place for design development.	
<b>Service Head:</b>	Ian Jones	<b>Performance status:</b> On target



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: C. People in Carmarthenshire are healthier							
Sub-theme: C4 Reducing inequities in health							
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 number of calendar days between initial contact for an adaptation and receipt of Occupational Therapist assessment across all forms of Tenure  7.3.1.10	Not applicable		Q1: <b>58</b>  End Of Year: <b>98</b>	Target: <b>91</b>  Result: <b>70</b>  Calculation: <b>5412÷77</b>	Target: <b>91</b>	Target: <b>91</b>	Target: <b>91</b>
<b>Service Head:</b> Robin Staines			<b>Performance status:</b> 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 average number of calendar days taken to deliver a Disabled Facilities Grant  PSR/002	189	235	Q1: <b>235</b>  End Of Year: <b>232</b>	Target: <b>220</b>  Result: <b>163</b>  Calculation: <b>11243÷69</b>	Target: <b>220</b>	Target: <b>220</b>	Target: <b>220</b>
<b>Service Head:</b> Robin Staines			<b>Performance status:</b> 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 average number of calendar days taken to deliver low cost adaptation works (including equipment) in private dwellings where the Disabled Facilities Grant process is not used  PSR/006	Not applicable		Q1: <b>8</b>  End Of Year: <b>8</b>	Target: <b>8</b>  Result: <b>8</b>  Calculation: <b>621÷76</b>	Target: <b>8</b>	Target: <b>8</b>	Target: <b>8</b>
<b>Service Head:</b> Robin Staines			<b>Performance status:</b> On target				



## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



Theme: C. People in Carmarthenshire are healthier							
Sub-theme: C5 Improving housing conditions and reducing homelessness							
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 affordable homes delivered as part of the affordable homes plan 2016-21 7.3.2.24	Not applicable		New measure	Target: <b>10</b>  Result: <b>12</b>	Target: <b>40</b>	Target: <b>100</b>	Target: <b>160</b>
Service Head: Robin Staines			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 number of additional affordable housing units provided during the year as a percentage of all additional housing units provided during the year PLA/006b	51	33	End Of Year: <b>8</b>	--	--	--	Target: <b>30</b>  Result: <b>45</b>  Calculation: <b>(196÷436) × 100</b>
<b>Comment</b>	The numerator is data from the affordable Housing data collection return for the year ending 31 March 2016. The denominator is data from the Newbuild data collection return for the year ending 31 March 2016 which does not only cover data from Local Authority Building Control (LABC) but also National House-Building Council (NHBC) and other Authorised Inspectors. There has been a large increase in the number of affordable housing units provided during 15/16 and a reduction in the total number of units provided during that year and therefore shows a substantial percentage increase on the previous year.						
Service Head: Llinos Quelch			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 private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority. PSR/004	13.82	6.43	Q1: <b>0.11</b>  End Of Year: <b>5.73</b>	Target: <b>0.75</b>  Result: <b>1.88</b>  Calculation: <b>(50÷2665) × 100</b>	Target: <b>2.44</b>	Target: <b>3.75</b>	Target: <b>6.00</b>
Service Head: Robin Staines			Performance status: On target				



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#### Community scrutiny - Quarter 1 2016/17



<b>ACTIONS - Theme: C. People in Carmarthenshire are healthier</b>			
<b>Sub-theme: C5 Improving housing conditions and reducing homelessness</b>			
<b>Action</b>	11656	<b>Target date</b>	31/12/2016 (original target 31/03/2016)
<b>Action promised</b>	We shall undertake a Health Impact Study to evaluate the affect the Carmarthenshire Home Standards has had on our tenants		
<b>Comment</b>	The fifth tranche of the tenant survey has now been completed, together with a Technical report 2016: Survey 5		
<b>Service Head:</b> Robin Staines		<b>Performance status:</b> On target	
<b>Action</b>	12058	<b>Target date</b>	31/03/2017
<b>Action promised</b>	We shall commission a research in order to improve our understanding of housing need in rural areas.		
<b>Comment</b>	Tender notice to be completed by 22/7/16. This will then take 28 days to return. Contract to be awarded by first week of September with the first contract meeting planned for mid September. Looking to start first survey in rural area by October 2016		
<b>Service Head:</b> Robin Staines		<b>Performance status:</b> On target	
<b>Action</b>	12059	<b>Target date</b>	31/03/2017
<b>Action promised</b>	We shall progress with the Private Sector Empty Property Action Plan 2016 which derived from the Community Scrutiny Task & Finish Review and recommendations which is aimed to improve the service in the future.		
<b>Comment</b>	We shall continue to work with the Private Sector Empty Property Action Plan 2016 which derived from the Community Scrutiny Task & Finish Review. The result recommendations, which are aimed to improve that future services are progressing well. The majority of recommendations have been addressed, with the remaining progressing close to completion.		
<b>Service Head:</b> Robin Staines		<b>Performance status:</b> On target	





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#### Community scrutiny - Quarter 1 2016/17



Theme: D. People in Carmarthenshire fulfil their learning potential							
Sub-theme: D1 Providing the best opportunities for lifelong learning and development for all							
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 visits to Public Libraries during the year, per 1,000 population  LCL/001b	5692	4576	Q1: <b>1540</b>  End Of Year: <b>7203</b>	Target: <b>1556</b>  Result: <b>1765</b>  Calculation: <b>(326725 ÷ 185123) × 1000</b>	Target: <b>3435</b>	Target: <b>5291</b>	Target: <b>7274</b>
<b>Comment</b>	Increased opening hours in St. Clears Library has resulted in an increase of visits. Regular use of branch libraries such as Bedol / Pembrey by local schools. Carmarthen Library and Ammanford Library increasing in visits due to recent refurbishments, additional events being hosted in the libraries, better quality of stock acquisitions, new Wi-Fi solution and improved service promotional activities.						
<b>Service Head:</b> Ian Jones				<b>Performance status:</b> On target			



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#### Community scrutiny - Quarter 1 2016/17



<b>ACTIONS - Theme: F. Carmarthenshire's communities and environment are sustainable</b>		
<b>Sub-theme: F3 Supporting opportunities for the building of economically viable and sustainable communities</b>		
<b>Action</b>	<b>12153</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities for the building of economically viable and sustainable communities by developing and delivering the Countywide Employment & Skills Plan by developing a marketing & communication plan to support community engagement.	
<b>Comment</b>	The Employment and Skills Group (ESG) Has been set up within the first quarter of 2016 to assist in supporting the employability and skills agenda within the Transformational Strategy for Regeneration across the county. The marketing and communication plan is one element of the ESG that aims to ensure a broader buy in and coordinated approach to delivery plans located within each of the area delivery teams. An initial action plan has been developed and will be updated and monitored on a monthly basis. The plan is attached for viewing.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12154</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities for the building of economically viable and sustainable communities by developing and delivering the Countywide Employment & Skills Plan by linking employability projects (Cynnydd, Workways+, Communities First, C4W, LIFT, Cam Nesa, USG Hub) with relevant opportunities.	
<b>Comment</b>	An Employment and Skills Group has been developed to identify and utilise employment and skills opportunities arising from the Transformational Area Plans. Employment Support programmes (including C1st, Un Sirgar, Workways, Communities for Work and Lift) are represented on the group. The group has met twice in the last quarter and agreed an action plan and developed an Engagement and Communication plan for the Transformational Plans. The ESG Action Plan have five themes its focusing on; Financial Information & Information Sharing, Employment Support, Skills & Data Intelligence, Community Benefits and Area Based skills and Employment Projects. A number of subgroup task and finish groups have been set up to look as aspects of the ESG action plan, including Perceptions of Key Employment Sectors; Retail, Care, Tourism and Construction, both from the employer and potential employee perspective and a Community Benefits subgroup. An Employment Support Event was held in Ffwrnes Theatre on 8/6/16 to identify referral opportunities for participants and to identify partnership working opportunities amongst programmes. Attendees to the event included Un Sirgar, Workways, C1st, C4W, Lift, Family Information Services, Families First and Flying Start.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12155</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities for the building of economically viable and sustainable communities by developing and delivering the Countywide Employment & Skills Plan by developing an action plan for Community Benefits in partnership with our Procurement Team.	
<b>Comment</b>	A subgroup of the Employment and Skills group has been set up to look at the utilisation of Community Benefits (CB) arising from the Transformational Plan projects. The group includes representatives from Employment Support programmes, Business Development, External Funding and Procurement.  The first meeting of the subgroup was held on 9/6/16. Actions Agreed: 1. The potential of CB and the recording for projects could be incorporated within the Project Management Toolkit process. 2. The RLP Employment and Skills Plan along with the skills and needs assessment of Un Sirgar users will identify employer and potential employee's needs. 3. CB opportunities (e.g. placements, work trials, digital inclusion support) to be identified and circulated to subgroup to add to. 4. CCC offer to contractors to be considered by group. 5. Branding for CB with the Transformation Plan projects to be drafted in a similar style to the Transformation Plan. 6. Area Plan chairs to meet with ESG area leads to identify Transformation Plan projects where CB could be utilised.  The subgroup are due to meet again in September 2016 to follow up on progress.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12156</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities for the building of economically viable and sustainable communities by: providing support for the development of external European funding applications; Identifying wider European funding opportunities; developing the Regional Engagement Team for the Swansea Bay City Region	
<b>Comment</b>	European Structural Investment Fund Programmes 4 European Grant Funding Approvals to date:  ESI - ESF -Cynnydd - Funding Approved ESI -ESF Workways + - Funding Approved ESI -ESF & ERDF Regional Engagement Team - Funding Approved ESI - ESF Communities For Work - Funding Approved  4 European Grant Funding Applications in development:  ESI - ERDF VW Pendine ESI - Cam Nessa  Ireland Wales Cooperation Programme (Interreg) 2 projects in development Bucanier - at business plan stage Celtic Routes - at business plan stage  Regional Engagement Team The RET Business Plan and Financial Plan have been approved by WEFO, and subsequently ESI Funding (ERDF & ESF) has been awarded to CCC deliver the Swansea Bay Regional Engagement Team from April 2106 - March 2018. Recruitment of staff has commenced.  Rural Community Development Fund (part of the Rural Development Plan) Initial expressions of interest (EOIs)were invited by the end of January 2016. Six Carmarthenshire projects were approved at this stage and are currently working up their business plans for submission by the 30th October 2016. A second funding round for EOIs closed on the 30th June where ten projects were submitted for consideration. Welsh Government will announce the successful projects from the second round on the 30th September 2016.  Co-operation and Supply Chain Development Scheme (Rural Development Plan) One application from the Authority was submitted under the initial bidding round which was successful and has been invited to full submit a business plan by the end of June 2016, decision is awaited.  Sustainable Management schemes (Rural Development Plan) One application from the Authority has been submitted. Welsh Government will make a decision on the 20th July 2016.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target



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<b>Theme: G. Carmarthenshire has a stronger and more prosperous economy</b>							
<b>Sub-theme: G2 Maximising job creation for all</b>							
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
Jobs created with Regeneration assistance 5.6.3.5	Not applicable		New measure	Target: <b>15.0</b>  Result: <b>26.5</b>	Target: <b>30.0</b>	Target: <b>45.0</b>	Target: <b>299.0</b>
<b>Comment</b>	From Targeted Finance Fund / Social Enterprise Support, Parry Thomas Centre (Construction Jobs), Pareto / Account Management (Carmarthen & Rural) and from providing support to former grant project recipients						
<b>Service Head:</b> Wendy S Walters			<b>Performance status:</b> 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
Jobs accommodated with Regeneration assistance 5.6.3.7	Not applicable		New measure	Target: <b>0.0</b>  Result: <b>0.0</b>	Target: <b>0.0</b>	Target: <b>0.0</b>	Target: <b>32.0</b>
<b>Comment</b>	End of year target figure associated with development expected to be delivered later in the financial year.						
<b>Service Head:</b> Wendy S Walters			<b>Performance status:</b> On target				



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#### Community scrutiny - Quarter 1 2016/17



<b>ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy</b>		
<b>Sub-theme: G2 Maximising job creation for all</b>		
<b>Action</b>	<b>12157</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities to develop business growth, retention & specialisation in Carmarthen & Rural Area through initiatives such as Pareto, Account Management, Youth Enterprise Activity, World of Work and revisiting previous projects that have received grant aid support. (Target Creating 20 jobs and safeguarding 40)	
<b>Comment</b>	15 previous RDP 1 and 2 capital grant applicants have been revisited to monitor progress and discussed support required to grow businesses moving forward. A successful World of Work event held with Dunbia, action plans are being developed and delivered with key employers/Pareto businesses, Business In The community and University of Wales Trinity Saint Davids. From work undertaken to date in this area - 6 new jobs have been created.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12158</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities to develop business growth, retention & specialisation in Ammanford and Cross Hands Growth Zone Area through initiatives such as Pareto, Account Management, Youth Enterprise Activity, World of Work and revisiting previous projects that have received grant aid support. (Target Creating 20 jobs and safeguarding 40)	
<b>Comment</b>	Pareto; Account Management and all Youth Enterprise works are continuing. With some specific projects identified with key employers (Pareto) in the areas to enable new job creation. Specifically an automotive component manufacturer in Ammanford and an environmental business based in the Amman Valley are looking to deliver exciting projects allied to CCC's targets.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12159</b>	<b>Target date</b>
<b>Action promised</b>	We will support opportunities to develop business growth, retention & specialisation in Llanelli and Coastal Belt Areas through initiatives such as Pareto, Account Management, Youth Enterprise Activity, World of Work and revisiting previous projects that have received grant aid support. (Target Creating 20 jobs and safeguarding 40)	
<b>Comment</b>	A dedicated business officer for the Llanelli and Coastal Belt area has been engaging with businesses. During the year all Pareto businesses will have been contacted with clear actions and outputs derived. The Beacon Bursary was launched last March with 30 expressions of interest received post April. Shortlisting has been undertaken with 10 businesses proposals progressing to a final assessment and interview in July. Future world of work events are to be discussed with the Pareto business during the year. Officer support has been provided to secondary schools for the delivery of youth entrepreneurship module.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12160</b>	<b>Target date</b>
<b>Action promised</b>	We will focus on maximising job creation for all in the Llanelli and Coastal Belt areas by progressing actions on projects as identified in 16/17 plan including: the 'Wellness and Life Science Village/Delta Lakes project (appointment of team and concept design); The Opportunity Street Llanelli Town Centre Project. (creating 4 jobs)	
<b>Comment</b>	The Llanelli Wellness and Life Science Project at Delta lakes is progressing well. The project partners including Hywel Dda and Abertawe Bro Morgannwg University Health Boards, Swansea University and of course the County Council have committed, via a memorandum of agreement, to work towards the delivery of a wellness and life science project on Delta Lakes. Scoping and feasibility works are progressing with a full time project manager, Dr Sharon Burford, of Hywel Dda, appointed on a secondment basis to manage project development.  The Vibrant and Viable Places, Opportunity Street project in Llanelli town centre is progressing well. Discussions are underway with regard to the renovation of premises acquired prior to April 2016 with a contract let recently for the refurbishment and build at 10 and 12 Stepey Street. Works are to include the renovation of 2 ground floor retail spaces and the creation of 4 new 2 bedroom flats on the first and second floors. The ground floor premises will be managed and let by our property team and the residential units will form part of the authority's Housing Revenue Account stock. Works will progress on site for the duration of this financial year.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12161</b>	<b>Target date</b>
<b>Action promised</b>	We will focus on maximising job creation for all in the Carmarthen and Rural areas by progressing with the Launch and fully commit the £2m Carmarthenshire Rural Enterprise fund; the £3m Transformational Commercial Property Development Fund and support new tenants of the Parry Thomas Commercial Centre (creating 12 jobs)	
<b>Comment</b>	The Rural Enterprise fund has been launched and widely marketed. Thirty Nine stage one applications have been received by the end of June closing date requesting funding in excess of the £2m pot available. The Property Development Fund has also been launched and widely marketed. Further to enquiries received we have issued 38 application packs. The closing date for applications is 29 July and it is anticipated that requests for funding will also exceed the available budget.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12162</b>	<b>Target date</b>
<b>Action promised</b>	We will focus on maximising job creation for all in the Ammanford & Cross Hands Growth Zone areas by providing support to private Sector Developers and Businesses Owners to bring forward key pending private sector led developments (Target to create 200 jobs and accommodate 32 jobs)	
<b>Comment</b>	The area team for Cross Hands and Ammanford have identified several property development led projects for the area - 14 projects have been identified - these are a mixture of business led and developer led projects utilising the Carmarthenshire Rural Enterprise Fund and the Carmarthenshire Property Development Fund respectively. The area team officers are working with the owners and developers to realise to bring forward and shape the projects to create and accommodate the new jobs required.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12163</b>	<b>Target date</b>
<b>Action promised</b>	We will focus on maximising job creation by progressing actions on projects identified in the County wide Employment & Skills Plan including: delivering the targeted finance fund; providing social enterprise support; working with 40 key account organisations/enterprises (Target of 23 Jobs created and 46 jobs safeguarded)	
<b>Comment</b>	The Community Bureau provides a one stop shop for the Third Sector and can assist with funding information and guidance. The Community Bureau can support organisations to achieve their potential and offer designated officer support to develop viable and sustainable projects. The Community Bureau is the first point of contact for community regeneration in Carmarthenshire. We provide a one stop shop for the third sector (charities, community, voluntary groups and social enterprises) and assist with funding information and guidance. The Community Bureau can support organisations to achieve their potential and offer designated officer support to develop viable and sustainable projects. The Bureau has had a productive quarter of activity with 3 Enterprises created, 14.5 Jobs Created, 29 Jobs Safeguarded and 256 individuals into Training/Education. Some 97 enquiries were managed by the Bureau from April - June 2016. The Bureau continues to successfully deliver a focused Key Account Management (KAM) service for the Third Sector and focuses its efforts with key account clients in line with key priorities in the City Regions Economic Regeneration Strategy, Economic Development Business Plan and A strategic regeneration plan for Carmarthenshire 2015 - 2030 Transformations. Key Account Organisations include existing Social Enterprises, emerging Social Enterprises, Charities, Voluntary/Community Organisations, Town and Community Councils and partnerships. We have successfully administered 74 grants to date, funding programmes include Mynydd y Betws Community Benefit Fund, the Targeted Finance Fund and the Welsh Church Fund. The team is making steady progress against all agreed target areas. The Bureau has supported a number of organisations to secure external funding, for example, St. Michael's Church, Llanfihangel ar Arth were successful with the Heritage Lottery Fund and were awarded a total £129,200. Skanda Vale Hospice won the top grant from Tesco of £12,000 to help develop	

	<p>their beautiful new hospice therapy garden.</p> <p>The Community Bureau is supporting Ail Gyfle, an innovative project working in partnership with Wales Community Rehabilitation Company. Ail Gyfle provides a meaningful experience for community payback workers to develop work and education skills. The project will provide long-term outcomes whereby reoffending rates will decrease in Carmarthenshire, while payback workers develop skills and experience in a work setting environment.</p> <p>Supported All Saints Church, Ammanford to secure £500,000 of funding to redevelop and transform the church into a multi-purpose community facility. The Community Bureau has assisted the Project Team since 2012 and recently attended the rededication service to celebrate the successful renovation.</p> <p>Other areas:</p> <ul style="list-style-type: none"> <li>• SLA with CAVS - Partnership agreement to closely align both services to support building and up skilling third sector capacity and to deliver economic benefits through volunteering, training and digital inclusion.</li> <li>• Continue to support Corporate Property on the Community Asset Transfer Programme and actively assist communities to support the transfer of Authority-owned land and buildings to local people, for the benefit of the community.</li> <li>• The Community Bureau has supported the facilitation of a local Community Development Officer Working Group. In partnership with Llanelli Town and Rural Council and other notable Town and Community Councils in Carmarthenshire, the Working Group aims to look at sharing best practice, mentoring and areas of commonality for future projects. The Community Bureau takes an active role in the group, attending the monthly meetings and sharing knowledge.</li> </ul> <p>Community Bureau can be contacted via: <a href="mailto:communitybureau@carmarthenshire.gov.uk">communitybureau@carmarthenshire.gov.uk</a> or on 01269 590216.</p>
<b>Service Head:</b> Wendy S Walters	<b>Performance status:</b> On target



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<b>ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy</b>		
<b>Sub-theme: G3 Developing a knowledge economy &amp; innovation</b>		
<b>Action</b>	<b>Target date</b>	
12164	31/03/2017	
<b>Action promised</b>	We will develop a knowledge economy and innovation through Digital Projects identified in the the County Wide Employment & Skills Plan including: Delivery of Digital Connectivity Rural Towns Project	
<b>Comment</b>	<p>LEADER Project. Organisations have been identified to form the Strategic Group. . Invites to be sent for first meeting on Wednesday 27/7 at NYC. Capacity and needs assessment in the 4 network zones is currently underway. Two new networks have been formed (target of 12)</p> <p>VOLUNTEER PROGRAMME</p> <p>CAVS SLA redrafted to incorporate Digital volunteers. Programme launch on confirmation of Digital HQs (line 10, above)</p> <p>DIGITAL INCLUSION MODULE. Draft version received, to be distributed 6/7/16 to Economic regent managers DIGITAL HIGH STREET</p> <p>WALLED GARDEN / WI-FI. Pilot will be launched in Ammanford w/c/ 8/7. The three week trial will be analysed, and results shared with other Strategic towns (town councils, chamber of commerce etc.</p> <p>DIGILAB. The first Digilab session is planned to launch in CAVS on 24/816. This will feature a number of providers (telecoms, IT and a Superfast Broadband presentation. Targeted at Business and third sector users, it will increase understanding of Digital Inclusion and Exploitation</p> <p>VIRTUAL WINDOWS (incorporating Augmented Reality) planned project launch in Carmarthen w/c 18/7/16</p>	
<b>Service Head:</b> Wendy S Walters	<b>Performance status:</b> On target	
<b>Action</b>	<b>Target date</b>	
12165	31/03/2017	
<b>Action promised</b>	We will develop a knowledge economy and innovation through the Workways+ Project identified in the the County Wide Employment & Skills Plan to increase the employability of Economically Inactive and Long Term Unemployed people aged 25 and over, who have complex barriers to employment	
<b>Comment</b>	The Workways+ programme has been approved and staff recruitment has commenced. We anticipate lanching the Carmarthenshire Workways + programme in July and being operational by August 2016.	
<b>Service Head:</b> Wendy S Walters	<b>Performance status:</b> On target	
<b>Action</b>	<b>Target date</b>	
12167	31/03/2017	
<b>Action promised</b>	We will continue to support the development of the bold and ambitious Swansea Bay City Region (SBCR) City Deal proposal 'Internet Coast'	
<b>Comment</b>	This work is progressing at pace in order to meet the UK Government deadline in September 2016.	
<b>Service Head:</b> Wendy S Walters	<b>Performance status:</b> On target	
<b>Action</b>	<b>Target date</b>	
12168	31/03/2017	
<b>Action promised</b>	We will develop a knowledge economy and innovation through delivery of the LEADER Project as identified in the the County Wide Employment & Skills Plan	
<b>Comment</b>	We continue to deliver the Leader programme which aims to support new ways of working in rural Carmarthenshire. To date, the Local Action Group with responsibility for the programme, has approved 5 projects that are seeking to test new ways of working around the key themes of childcare; outreach delivery of employability support; the creation of event organiser networks as well as testing new techniques for parents/carers of children and adults with autism. A further 6 projects are currently being developed which will focus on developing new ways of heritage interpretation using digital technologies, engaging with students at UWTSB; project aimed at working with youth, communities and businesses to ensure they are able to maximise potential of the relocation of S4C to Carmarthen.	
<b>Service Head:</b> Wendy S Walters	<b>Performance status:</b> On target	
<b>Action</b>	<b>Target date</b>	
12169	31/03/2017	
<b>Action promised</b>	We will develop a knowledge economy and innovation through the RLP Projects identified in the County Wide Employment & Skills Plan including: delivery of an Employment and Skills training Plan; implementation of Regional Delivery Plan for employment & skills together with supporting the 'Skills pillar' of the Swansea Bay City Region	
<b>Comment</b>	The work on the Employment and Skills plan 2016/17 is nearly complete with submission of the final report due by the 29th July 2016. The preparation of the plan has involved consultation with employers and skills training providers in the region. The recommendations within the report will influence the decisions on funding for skills by Welsh Government during 2017/18 financial year.	
<b>Service Head:</b> Wendy S Walters	<b>Performance status:</b> On target	



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<b>ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy</b>			
<b>Sub-theme: G4 Ensuring distinctive places &amp; competitive infra structures</b>			
<b>Action</b>	12170	<b>Target date</b>	31/03/2017
<b>Action promised</b>	We will focus on ensuring distinctive places & competitive infrastructures in the Carmarthen & Rural areas by progressing actions on projects as identified in 16/17 plan including: Securing funding & Prepare Design for Pendine Attractor Project & Jacksons Lane, Carmarthen; design and traffic order for King St, Carmarthen Pedestrianisation Scheme.		
<b>Comment</b>	Pendine Attractor Project - £1.5m TMF Grant from Welsh Government has been secured, Visit Wales has also confirmed that the project is 1 of 10 projects provisionally selected to be part of the £27m attractor project with potential funding of £3m being notionally allocated. Welsh Government has confirmed a grant of £100k to undertake study and design for flood risk elements of the project. Further funding opportunities are being explored and appointments are to be made in respect of design team. Design works are ongoing for both Jackson's Lane and King Street Pedestrianisation schemes and through Rural Community Development Fund (RCDF) the first phase of Jacksons Lane Project (Screen & retail kiosks) has been invited forward to next stage of application process with a potential grant of £128k. Carmarthen Wetlands Project has also been invited forward to next stage of RCDF application process with a potential grant of £128k.		
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target	
<b>Action</b>	12171	<b>Target date</b>	31/03/2017
<b>Action promised</b>	We will focus on ensuring distinctive places & competitive infrastructures in Llanelli & Coastal Belt areas by progressing with: Building For The Future Llanelli YMCA Project ; Llanelli Town Centre Loan Fund for refurbishment and new build projects; Burry Port Commercial leisure Site; Pembrey Peninsula Master-Plan.		
<b>Comment</b>	We currently await instruction from WG in relation to the proposed funding for the Buildings of the Future project. The Town centre loan scheme is being prepared for a launch in July. Stage 1 interests to be returned by Sept 14th. Agents have been appointed for the marketing of the Burry Port Leisure site with formal advertising and expressions of interest to be sought over the coming months. Works to form a master plan for Pembrey Peninsula have commenced with a view to forming a clear plan for endorsement by the end of this financial year.		
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target	
<b>Action</b>	12172	<b>Target date</b>	31/03/2017
<b>Action promised</b>	We will focus on ensuring distinctive places & competitive infrastructures in the Ammanford & Cross Hands areas by progressing with: Cross Hands East Phase 1 Self Build; Cross Hands East Phase 2 Strategic Infrastructure Project (secure ERDF funding); Former Ammanford Police Station Site (secure developer); Carregamman Car Park Enhancement		
<b>Comment</b>	Limited progress on Phase 1 self-build pending consideration of County wide Property Development Fund response. The Cross Hands East Phase 2 Strategic Infrastructure Project has been included within Welsh Government overall Strategic Sites bid and business plan to WEFO. It is anticipated that a decision will be forthcoming in third quarter of the year. Expressions of Interest were sought for the Former Ammanford Police Station site and preferred developer identified based on a mixed commercial and residential scheme, legal agreements for disposal are currently progressing. A scheme of works has been prepared for Carregamman Car Park Enhancement, awaiting Network Rail agreement following which implementation will be scheduled for latter two quarters.		
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target	



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<b>ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy</b>		
<b>Sub-theme: G5 Tackling poverty and its impact on the local economy</b>		
<b>Action</b>	<b>12145</b>	<b>Target date</b>
<b>Action promised</b>	We will support local communities to develop projects/activities to address issues of rural poverty highlighted through the rural poverty study 2015	
<b>Comment</b>	<p>The Leader team is actively working with various stakeholders to pilot activity to address key issues identified as part of the rural poverty study. To date the following applications have been developed/approved:</p> <p>Childcare Project to pilot a play care scheme, providing a mixture of closed access play and open access holiday care as a means of making childcare affordable</p> <p>Access to services Extension of the Un Sir Gar service to rural areas via mobile service</p> <p>Autism project: Project to engage with parents/carers of children and adults with autism in rural Carmarthenshire to trial innovative responsive communication technique as a way of communication with these individuals</p> <p>Digital inclusion A digital inclusion and exploitation officer has been employed to develop and explore innovative ways of delivering services digitally and to ensure that communities are able to make best use of digital technologies.</p> <p>Loneliness and isolation Project aimed at supporting rural communities to become more aware of how to support members of their local community who may be facing loneliness and isolation including those suffering with difficulties such as mental health and dementia.</p> <p>Youth Project looking to ensure youth, communities and businesses have the skills and knowledge to maximise potential of the relocation of S4C to Carmarthen.</p> <p>Project to develop and trial innovative digital interpretation of cultural and heritage sites in Carmarthenshire by pairing students with heritage organisations and creative sector businesses.</p> <p>Transport An application has been submitted under the wider RDP programme to further develop demand responsive transport solutions for rural areas. In addition, 16 applications have been submitted under the Rural Community Development Fund, the aim of which is to tackle rural poverty. 6 applications are proceeding to business planning stage. A decision is still awaited for the remaining 10 projects.</p>	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12146</b>	<b>Target date</b>
<b>Action promised</b>	We will help additional residents in Carmarthenshire fight fuel poverty in their communities by co-ordinating 'Fuel Clubs' to bulk purchase oil and a reduced price	
<b>Comment</b>	<p>There are now 16 clubs in the County – 2 new clubs have recently been formed in Dryslwyn and Kidwelly.</p> <p>Most clubs are relatively quiet over the summer months but orders will start rising as the colder months approach.</p>	
<b>Service Head:</b> Robin Staines		<b>Performance status:</b> On target
<b>Action</b>	<b>12150</b>	<b>Target date</b>
<b>Action promised</b>	We will link the Mobile Library service with Un Sir Gar (the Hub) to provide employability and Digital support services across the county - linking in with the Carmarthenshire 'Do It Online' campaign	
<b>Comment</b>	LEADER bid has been approved. Awaiting procurement and mobile libraries public consultation before project can officially commence.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12151</b>	<b>Target date</b>
<b>Action promised</b>	We will replicate the 'hub' arrangements in other areas at premises within or close to the Town Centre	
<b>Comment</b>	Consultation work currently being undertaken with Customer Service Centre, Libraries and DWP, regarding options of co-locating in Amarnford and Carmarthen.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target





## Report A

### Scrutiny measures & actions full monitoring report

#### Community scrutiny - Quarter 1 2016/17



<b>ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy</b>		
<b>Sub-theme: G6 To build a bilingual economy and workforce</b>		
<b>Action</b>	<b>12173</b>	<b>Target date</b>
<b>Action promised</b>	We will increase the % of businesses trading bilingually through our business account management function with businesses and the third sector by encouraging businesses to see the value of doing business bilingually	
<b>Comment</b>	We will continue to work closely with colleagues in Policy and Communication to support them engage with the private sector to highlight Welsh Language policy, learning and development initiatives and promotion opportunities. We have recently developed a link to 'use of the Welsh Language' on Business section of the website. We will work with colleagues in Communications to identify other ways to impact this target. We have three fluent Welsh speaking officers dealing directly with businesses and will therefore communicate through the medium of Welsh where appropriate. We will continue to work closely with the Welsh Language Commission and Mentrau Iaith to identify ways we can promote the use of Welsh in local businesses. We are considering arranging bilingual networking events which have previously been successful. All applicants for grants, i.e. Property Development Fund and Rural Enterprise Fund are required to submit a Welsh Language Policy.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target
<b>Action</b>	<b>12174</b>	<b>Target date</b>
<b>Action promised</b>	We will require all applicants in receipt of an offer of third party grant funding to have a Welsh Language Policy in Place (Target of 30 businesses)	
<b>Comment</b>	Both the Carmarthenshire Rural Enterprise Fund and Transformational Commercial Property Development Fund that were launched in May this year have a requirement for applicants to submit Welsh Language Policies as part of the application process.	
<b>Service Head:</b> Wendy S Walters		<b>Performance status:</b> On target

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**COMMUNITY  
SCRUTINY COMMITTEE  
29<sup>th</sup> SEPTEMBER 2016**

**Revenue & Capital Budget  
Monitoring Report 2016/17**

**To consider and comment on the following issues:**

- That the Scrutiny Committee receives the budget monitoring report for the Housing, Regeneration, Planning and Leisure & Recreation Services and considers the budgetary position.

**Reasons:**

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

**To be referred to the Executive Board for decision: NO**

**Executive Board Member Portfolio Holders:**

- Cllr. Linda Evans (Housing)
- Cllr. Meryl Gravell (Regeneration & Leisure)
- Cllr. David Jenkins (Resources)

<p><b>Directorate:</b> Corporate Services</p> <p><b>Name of Head of Service:</b> Owen Bowen</p> <p><b>Report Author:</b> Owen Bowen</p>	<p><b>Designation:</b></p> <p>Interim Head of Financial Services</p>	<p><b>Tel No. / E-Mail Address:</b></p> <p>01267 224886 <a href="mailto:obowen@carmarthenshire.gov.uk">obowen@carmarthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 29<sup>th</sup> SEPTEMBER 2016

## Revenue & Capital Budget Monitoring Report 2016/17

The Financial monitoring Report is presented as follows:

### Revenue Budgets

#### APPENDIX A

Summary position for the Community Scrutiny Committee.

#### APPENDIX B

Report on the Main Variances on agreed budgets.

#### APPENDIX C

Detail variances for information purposes only.

#### APPENDIX D

HRA report

### Capital Budgets

#### APPENDIX E

Details the main variances on capital schemes, which shows a forecasted net spend of £21,276k compared with a working net budget of £24,664k giving a **£-3,388k** variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed

#### APPENDIX F

Details all Capital Regeneration Schemes

#### APPENDIX G

Details all Capital Leisure Schemes

#### APPENDIX H

Details all Capital Housing General Fund (Private Housing) Schemes

#### APPENDIX I

Details all Capital Housing HRA (Public Housing) 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 - The Non HRA Housing, Regeneration, Planning and Leisure & Recreation Services show a net variance of -£120k and the HRA Housing Service a net variance of -£404k against the 2016/17 approved budgets

Capital - The capital programme shows a net variance of -£3,388k against the 2016/17 approved budget.

## 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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**Community Scrutiny Report**  
**Budget Monitoring as at 30th June 2016 - Summary**

Division	Working Budget				Forecasted				June 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	
Regeneration	4,477	-2,228	4,115	6,363	4,875	-2,610	4,115	6,379	16
Planning	4,003	-2,407	555	2,151	3,835	-2,385	555	2,005	-147
Leisure & Recreation	13,839	-6,981	4,849	11,707	13,640	-6,782	4,849	11,707	0
Council Fund Housing	8,697	-8,150	541	1,089	8,745	-8,187	541	1,099	10
<b>GRAND TOTAL</b>	<b>31,016</b>	<b>-19,765</b>	<b>10,060</b>	<b>21,311</b>	<b>31,095</b>	<b>-19,964</b>	<b>10,060</b>	<b>21,190</b>	<b>-120</b>

**Community Scrutiny Report**  
**Budget Monitoring as at 30th June 2016 - Main Variances**

Page 80

Division	Working Budget		Forecasted		June 2016 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Regeneration</b>						
Physical Regeneration	361	0	322	0	-40	Underspend mainly due to staff vacancies
Regeneration Business Support Unit	333	-107	348	-78	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
Sector Development	61	0	39	0	-23	Planned underspend to offset budget pressures elsewhere within Regeneration
<b>Planning</b>						
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
<b>Leisure &amp; Recreation</b>						
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
<b>Council Fund Housing</b>						
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
<b>Other Variances</b>					60	
<b>Grand Total</b>					<b>-120</b>	



**Community 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		
<b>Regeneration</b>										
WVEC 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	
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 Gwendraeth 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	
Region 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	

## Community Scrutiny Report

### Budget Monitoring as at 30th June 2016 - Detail Monitoring

Page 82	Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
		Expenditure	Income	Net non- controllable	Net	Expenditure	Income	Net non- controllable	Net		
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
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		
<b>Regeneration Total</b>	<b>4,477</b>	<b>-2,228</b>	<b>4,115</b>	<b>6,363</b>	<b>4,875</b>	<b>-2,610</b>	<b>4,115</b>	<b>6,379</b>	<b>16</b>		
<b>Planning</b>											
Planning Admin Account	385	-3	5	387	407	-25	5	387	-0		
Building Regulations Trading - Chargeable	452	-516	64	0	420	-484	64	-0	-0		
Building Regulations Trading - Non-chargeable	20	0	3	23	19	0	3	22	-1		
Building Control - Other	205	0	55	260	194	0	55	249	-11		
Build Control Other Works	5	0	2	8	8	-3	2	8	-0		
Minerals	254	-107	63	210	250	-157	63	157	-53	Underspend mainly due to charging out of staff to externally funded projects as a 'direct cost'	
Policy-Development Planning	457	-21	39	475	367	-22	39	384	-91	Underspend mainly as a result of vacant posts	
Development Management	1,475	-1,252	258	482	1,403	-1,165	258	496	14		
Tywi Centre	1	0	6	7	1	0	6	7	0		
Conservation	276	-36	48	288	271	-36	48	284	-5		
Coed Cymru (E)	65	-65	12	12	62	-62	12	12	-0		
Caeau Mynydd Mawr - Marsh Fritillary Project	124	-124	1	1	107	-107	1	1	0		
South Wales Regional Aggregates Working Party (E)	50	-50	0	0	49	-49	0	0	0		
Building Our Heritage (Delivery Phase) (E)	234	-234	0	0	235	-235	0	0	0		
Tywi Centre EF Holding Account	0	0	0	0	42	-42	0	0	0		
<b>Planning Total</b>	<b>4,003</b>	<b>-2,407</b>	<b>555</b>	<b>2,151</b>	<b>3,835</b>	<b>-2,385</b>	<b>555</b>	<b>2,005</b>	<b>-147</b>		
<b>Leisure &amp; Recreation</b>											
Local Nature Reserve Countryside Ranger (E)	0	0	0	0	-0	0	0	-0	-0		
Millenium Coastal Park	325	-98	1,001	1,227	327	-103	1,001	1,225	-3		
Burry Port Harbour	130	-181	370	319	123	-167	370	326	7		
Discovery Centre	87	-113	84	58	83	-104	84	63	5		
Pendine Outdoor Education Centre	453	-311	76	218	491	-351	76	216	-2		
Pembrey ski shop	111	-115	4	0	52	-41	4	15	15	Projected shortfall in sales income	

**Community 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		
Pembrey Ski Slope	282	-226	113	169	250	-186	113	177	8	
Sport & Leisure West	215	-31	17	201	212	-31	17	198	-3	
Newcastle Emlyn Sports Centre	259	-108	17	168	259	-99	17	177	9	
Carmarthen Leisure Centre	1,207	-1,131	326	403	1,208	-1,101	326	434	30	Numerous income accounts forecasting shortfalls
St Clears Leisure Centre	131	-35	49	146	130	-28	49	151	5	
Bro Myrddin Indoor Bowling Club	21	0	82	104	13	0	82	95	-9	
Sport & Leisure East	209	-64	18	163	194	-64	18	149	-14	Part year vacancy
Amman Valley Leisure Centre	703	-543	79	239	708	-513	79	275	36	Numerous income accounts forecasting shortfalls
Brynamman Swimming Pool	0	0	10	10	3	0	10	13	3	
Llandoverly Swimming Pool	189	-78	9	120	191	-74	9	125	5	
Garnant Golf Course	0	0	1	1	0	0	1	1	0	
Gwendraeth Sports Centre	34	-11	2	24	33	-2	2	33	9	
Dinefwr Bowling Centre	24	0	60	84	18	0	60	77	-7	
5 x 60 (E)	237	-292	13	-43	239	-295	13	-43	0	
Dragon Sport (E)	114	-58	13	69	114	-58	13	69	0	
LAPA Additional Funding (E)	41	-41	0	0	41	-41	0	0	0	
Sport & Leisure General	643	-50	409	1,002	655	-97	409	967	-35	One off income projected during 16-17
National Exercise Referral Scheme (E)	176	-175	0	1	176	-175	0	1	0	
Sport & Leisure South	187	-42	17	162	186	-42	17	162	-0	
Llanelli Leisure Centre	1,117	-959	395	553	1,113	-992	395	517	-36	Projected increased income
Coedcae Sports Hall	39	-18	5	25	39	-16	5	28	3	
ESD Rev Grant - Ynys Dawela	28	-28	0	0	28	-28	0	0	0	
Wales Coast Path Maintenance Fund (E)	62	-62	0	0	62	-62	0	0	0	
Country Parks General	566	-42	359	883	534	-3	359	891	8	
Gelli Aur Country Park	0	0	3	3	0	0	3	3	0	
Pembrey Country Park	528	-581	46	-8	553	-600	46	-0	7	
Llyn Lech Owain Country Park	40	-20	42	62	50	-24	42	69	7	
Carmarthen Library	396	-21	113	488	393	-23	113	483	-5	
Ammanford Library	244	-8	23	259	242	-10	23	255	-4	
Llanelli Library	431	-23	116	524	436	-27	116	524	-0	
Community Libraries	215	-7	118	325	210	-8	118	319	-6	
Libraries General	1,022	-2	106	1,126	1,026	-1	106	1,131	5	
Mobile Library	120	0	10	130	160	0	10	170	40	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met
School Libraries General	0	0	5	6	0	0	5	6	0	
Carmarthen Museum, Abergwili.	119	-12	74	181	118	-12	74	180	-0	
Kidwelly Tinplate Museum	7	-0	1	7	7	-0	1	8	0	
Penrhyon Howard Museum	49	-7	91	133	47	-3	91	136	2	
Museum of speed, Pendine	29	-22	21	27	30	-23	21	27	-0	
Museums General	180	0	26	206	144	0	26	170	-36	Part year vacancies

**Community Scrutiny Report**  
**Budget Monitoring as at 30th June 2016 - Detail Monitoring**

Page 84	Division	Working Budget				Forecasted				June 2016 Forecasted Variance for Year £'000	Notes
		Expenditure	Income	Net non- controllable	Net	Expenditure	Income	Net non- controllable	Net		
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
	Archives General	124	-2	97	219	120	-2	97	214	-5	
	Arts General	64	0	14	78	66	0	14	80	1	
	St Clears Craft Centre	62	-32	46	76	54	-32	46	68	-9	
	Cultural Services Management	77	0	3	80	77	0	3	80	0	
	Laugharne Boathouse	152	-95	21	78	164	-122	21	63	-15	Projected increased income
	Lyric Theatre	312	-190	52	174	292	-180	52	165	-9	
	Y Ffwrnnes	682	-376	143	450	592	-282	143	453	3	
	Ammanford Miners Theatre	48	-15	2	36	47	-10	2	39	4	
	Entertainment Centres General	796	-468	28	355	793	-465	28	356	1	
	Oriel Myrddin Trustee	178	-178	0	0	175	-175	0	-0	-0	
	Oriel Myrddin CCC	89	0	24	112	89	0	24	112	0	
	Motor Sports Centre - Pembrey	0	-83	1	-82	0	-82	1	-82	0	
	Pendine Beach	6	-26	3	-17	5	-30	3	-23	-6	
	Beach safety	4	0	1	5	4	0	1	4	-0	
	Leisure Management	278	0	88	366	266	0	88	354	-12	Numerous minor underspends
	<b>Leisure &amp; Recreation Total</b>	<b>13,839</b>	<b>-6,981</b>	<b>4,849</b>	<b>11,707</b>	<b>13,640</b>	<b>-6,782</b>	<b>4,849</b>	<b>11,707</b>	<b>0</b>	
	<b>Council Fund Housing</b>										
	Independent Living and Affordable Homes	16	0	90	106	16	0	90	106	-0	
	Supporting People Providers	6,495	-6,495	0	0	6,495	-6,495	0	0	0	
	Transitional Funding - Implementing the Housing (Wales) Act (E)	0	0	0	0	-0	0	0	-0	-0	
	Rent Smart Wales Project (E)	0	0	0	0	41	-41	0	0	0	
	Home Improvement (Non HRA)	499	-278	138	359	479	-270	138	348	-11	Additional income from providing landlord training
	Penybryn Traveller Site	126	-119	13	20	136	-119	13	30	10	Overspend anticipated due to the legal costs and other associated costs of removing a bad paying tenant from the site
	Benefit Reforms	14	-14	0	0	14	-14	0	-0	-0	
	Homelessness	172	-63	24	133	173	-64	24	133	0	
	Non HRA Affordable Housing	0	0	0	0	0	0	0	0	0	
	Non Hra Re-Housing (Inc Chr)	149	0	265	414	149	-0	265	414	0	
	Temporary Accommodation	266	-185	2	83	266	-174	2	94	11	Underachievement of Housing Benefit income due to income support issues with 16-17 year olds
	Social Lettings Agency	744	-778	9	-26	744	-778	9	-26	0	
	Community Floating Support	217	-217	0	0	108	-108	0	0	0	
	Houses Into Homes WG Grant Scheme	0	0	0	0	123	-123	0	0	0	
	Houses Into Homes WG Loan Scheme	0	0	0	0	-0	0	0	-0	-0	
	<b>Council Fund Housing Total</b>	<b>8,697</b>	<b>-8,150</b>	<b>541</b>	<b>1,089</b>	<b>8,745</b>	<b>-8,187</b>	<b>541</b>	<b>1,099</b>	<b>10</b>	
	<b>TOTAL FOR COMMUNITY</b>	<b>31,016</b>	<b>-19,765</b>	<b>10,060</b>	<b>21,311</b>	<b>31,095</b>	<b>-19,964</b>	<b>10,060</b>	<b>21,190</b>	<b>-120</b>	

## Housing Revenue Account - Scrutiny Report Budget Monitoring as at 30th June 2016

	Working Budget £'000	Forecasted Actual £'000	Jun 2016	Notes
			Forecasted Variance for Year £'000	
<b>Expenditure</b>				
<b>Repairs &amp; Maintenance</b>				
Responsive	1,634	1,634	0	
Minor Works	2,450	2,450	0	
Voids	2,171	2,171	0	
Servicing	1,583	1,583	0	
Drains & Sewers	235	235	0	
Grounds	715	715	0	
Unadopted Roads	102	102	0	
<b>Supervision &amp; Management</b>				
Employee	3,543	3,464	-79	Underspend mainly due to the Affordable Homes plan commencing later than planned
Premises	1,278	1,283	5	Water charges at sheltered schemes
Transport	78	70	-8	Savings on staff travelling expenses
Supplies	1,040	1,023	-17	Forecast underspends on printing & admin and office equipment
Recharges	1,163	1,191	27	Underachievement of rechargeable income from capitalised salaries - vacant post part year
Provision for Bad Debt	705	705	0	
Capital Financing Cost	13,981	13,821	-160	Reduction in MRP payment -£86k and interest in existing and buy-out debt -£74k
Central Support Charges	1,603	1,603	0	
DRF	468	468	0	
<b>Total Expenditure</b>	<b>32,750</b>	<b>32,518</b>	<b>-232</b>	

## Housing Revenue Account - Scrutiny Report Budget Monitoring as at 30th June 2016

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	Working Budget £'000	Forecasted Actual £'000	Jun 2016	Notes
			Forecasted Variance for Year £'000	
<b>Income</b>				
Rents	-36,061	-36,130	-69	Void loss prediction at budget setting of 2.71% currently forecast at 2.25%
Service Charges	-659	-739	-80	Forecast overachievement of service charge income
Supporting People	-135	-135	0	
Mortgage Interest	-3	-3	0	
Interest on Cash Balances	-46	-46	0	
Other Income	-735	-757	-22	An additional -£13k commission on water rates and -£9k other income
<b>Total Income</b>	<b>-37,638</b>	<b>-37,810</b>	<b>-172</b>	
<b>Net Expenditure</b>	<b>-4,888</b>	<b>-5,292</b>	<b>-404</b>	

HRA Reserve	£'000
Balance b/f 1/4/16	9,121
Budgeted movement in year	4,888
Variance for the year	404
Balance c/f 31/3/17	<b>14,413</b>

## 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
<b>DEPARTMENT/SCHEMES</b>						
<b>CHIEF EXECUTIVE Department</b>						
<b>- Regeneration</b>	<b>15,544</b>	<b>-5,830</b>	<b>9,714</b>	<b>14,955</b>	<b>-6,694</b>	<b>8,261</b>
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	14,124	-6,694	7,430
<b>COMMUNITIES Department</b>						
<b>- Leisure</b>	<b>3,872</b>	<b>-1,050</b>	<b>2,822</b>	<b>2,365</b>	<b>-50</b>	<b>2,315</b>
Countryside Recreation & Access	676	-300	376	411	-50	361
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	1,510	0	1,510
<b>- Private Housing</b>	<b>2,896</b>	<b>-7</b>	<b>2,889</b>	<b>2,896</b>	<b>-7</b>	<b>2,889</b>
<b>- Public Housing</b>	<b>15,264</b>	<b>-6,025</b>	<b>9,239</b>	<b>13,836</b>	<b>-6,025</b>	<b>7,811</b>
Rendering and External Works	1,692	0	1,692	1,000	0	1,000
Adaptions For The Disabled	946	0	946	1,326	0	1,326
Council New Build	1,615	0	1,615	500	0	500
Other Projects with Minor Variances	11,011	-6,025	4,986	11,010	-6,025	4,985
<b>TOTAL</b>	<b>37,576</b>	<b>-12,912</b>	<b>24,664</b>	<b>34,052</b>	<b>-12,776</b>	<b>21,276</b>

## APPENDIX E

Variance for Year £'000	Comment
-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
-225	
-507	
-15	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
0	
0	
-1,428	
-692	Tendering process being delayed, budget being reprofiled to reflect current delivery
380	Increase in demand and additional large scale adaptations
-1,115	Significant spend on site preliminary work during 2016/17 with Phase 1 of new council house building programme due to start March/April 2017, subject to formal political approval in September/October 2016
-1	
-3,388	

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Leisure

Capital Budget Monitoring - Detail Variances Scrutiny Report for June 2016

Appendix G

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Y Ffwrnes	Completed	10	0	10	10	0	10
<b>Countryside Recreation &amp; Access</b>	<b>Ongoing</b>	<b>676</b>	<b>-300</b>	<b>376</b>	<b>411</b>	<b>-50</b>	<b>361</b>
<b>Libraries &amp; Museums</b>		<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>
Carmarthen Museum - Abergwili	Mar-17	750	0	750	750	0	750
Carmarthenshire Archives Relocation	Ongoing	250	0	250	250	0	250
<b>Parks</b>		<b>1,186</b>	<b>0</b>	<b>1,186</b>	<b>589</b>	<b>0</b>	<b>589</b>
Carmarthen Park Velodrome	Sep-17	286	0	286	70	0	70
Burry Port Harbour Dredging	Sep-17	400	0	400	19	0	19
Closed Circuit Track	Mar-18	500	0	500	500	0	500
<b>Country Parks &amp; Golf Courses</b>		<b>1,000</b>	<b>-750</b>	<b>250</b>	<b>355</b>	<b>0</b>	<b>355</b>
Pembrey Country Park - Strategic Infrastructure Development	Ongoing	1,000	-750	250	355	0	355
<b>NET BUDGET</b>		<b>3,872</b>	<b>-1,050</b>	<b>2,822</b>	<b>2,365</b>	<b>-50</b>	<b>2,315</b>

Variance for Year £'000	Comment
0	
-15	Due to monies being retained to match fund
0	
0	
0	
-597	
-216	Works to be completed in summer 2017
-381	Currently with consultants for consideration for most appropriate option of works
0	
105	
105	Works on Entrance & Toilet/Shower block additional to original planned works
-507	

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# Housing G.F.(Private Sector)

## Capital Budget Monitoring - Detail Variances Scrutiny Report for June 2016

Appendix H

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Private Sector Housing - Capital Receipts	Ongoing	-6	0	-6	0	-6	-6
Renewal Assistance	Ongoing	624	0	624	624	0	624
Disabled Facility Grants	Ongoing	2,077	0	2,077	2,077	0	2,077
ART Homes (Property Appreciation Loan)	Ongoing	0	-7	-7	0	-7	-7
Countywide Loans / Assistance (Renewal Grants)		150	0	150	150	0	150
Capitalised Salaries	Ongoing	150	0	150	150	0	150
County Wide Steelwork Repair	Mar-17	51	0	51	51	0	51
<b>NET BUDGET</b>		<b>2,896</b>	<b>-7</b>	<b>2,889</b>	<b>2,902</b>	<b>-13</b>	<b>2,889</b>

Variance for Year £'000	Comment
0	
0	
0	
0	
0	
0	
0	
0	
0	

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# Housing H.R.A.(Public Sector)

## Capital Budget Monitoring - Detail Variances Scrutiny Report for June 2016

### Appendix I

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>Public Sector Housing External Funding</b>		0	-6,025	-6,025	0	-6,025	-6,025
Major Repairs Allowance - MRA - Income	Ongoing	0	-6,025	-6,025	0	-6,025	-6,025
<b>Internal and External Works (Housing Services)</b>		248	0	248	248	0	248
Fuel Switch - Gas Infrastructure	Sep-16	248	0	248	248	0	248
<b>Internal and External Works (Building Services)</b>		6,925	0	6,925	6,233	0	6,233
Voids To Achieve The CHS	Ongoing	300	0	300	300	0	300
Planned M&E Works - Inc Smoke Detectors	Ongoing	782	0	782	782	0	782
Internal Refurbishment	Ongoing	2,733	0	2,733	2,733	0	2,733
Housing Minor Works	Ongoing	501	0	501	501	0	501
Rendering and External Works	Ongoing	1,692	0	1,692	1,000	0	1,000
Re-Roofing - Council Dwellings	Ongoing	917	0	917	917	0	917
<b>Environmental Works (Housing Services)</b>		380	0	380	380	0	380
Environmental Works Project	Ongoing	350	0	350	350	0	350
Garages	Ongoing	30	0	30	30	0	30
<b>Adaptations and DDA Works (Building Services)</b>		1,046	0	1,046	1,426	0	1,426
Adaptions For The Disabled	Ongoing	946	0	946	1,326	0	1,326
Sheltered Housing Investment	Ongoing	100	0	100	100	0	100
<b>Programme Delivery and Strategy</b>		167	0	167	166	0	166
CHS Programme	Ongoing	167	0	167	166	0	166
<b>Housing Development Programme (new builds &amp; buybacks)</b>		6,498	0	6,498	5,383	0	5,383
Purchase of Private Dwellings for Hsg Stock	Ongoing	3,997	0	3,997	3,997	0	3,997
Managing Private Sector Homes (Social Lettings)	Ongoing	78	0	78	78	0	78
Empty Homes	Ongoing	368	0	368	368	0	368
Strategic Regeneration Schemes	Ongoing	440	0	440	440	0	440
Council New Build	Ongoing	1,615	0	1,615	500	0	500
<b>NET BUDGET</b>		<b>15,264</b>	<b>-6,025</b>	<b>9,239</b>	<b>13,836</b>	<b>-6,025</b>	<b>7,811</b>

Variance for Year £'000	Comment
0	
0	
0	
0	
-692	
0	
0	
0	
0	
0	
-692	Tendering process being delayed, budget being reprofiled to reflect current delivery
0	
0	
0	
0	
0	
380	
380	Increase in demand and additional large scale adaptations
0	
0	
-1	
-1	
0	
-1,115	
0	
0	
0	
0	
0	
0	
-1,115	Significant spend on site preliminary work during 2016/17 with Phase 1 of new council house building programme due to start March/April 2017, subject to formal political approval in September/October 2016
-1,428	

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## EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORTS

**SCRUTINY COMMITTEE :**            **COMMUNITY**

**DATE OF MEETING :**            **29<sup>TH</sup> SEPTEMBER, 2016**

ITEM	RESPONSIBLE OFFICER	EXPLANATION	REVISED SUBMISSION DATE
<p><b>REVIEW OF ACCESS TO SOCIAL HOUSING POLICY (POST CONSULTATION)</b></p>	<p>JONATHAN WILLIS</p>	<p>Following extensive consultation, we have changed the original version of the policy. We agreed to present the findings back to the political groups individually. Due to the summer break, not all of the political groups were able to meet with us in time for this deadline. We therefore have delayed bringing the final version to Scrutiny until all the parties have had opportunity to further comment and any final changes to be agreed by the partnership.</p>	<p>3<sup>RD</sup> NOVEMBER, 2016</p>
<p><b>TENANT VISION – OUR COMMITMENT TO TENANT PARTICIPATION</b></p>	<p>LES JAMES</p>	<p>Further preparatory work is required on establishing our vision and commitment to our tenants.</p>	<p>30<sup>TH</sup> MARCH, 2017</p>

<p><b>PLANNING ANNUAL PERFORMANCE REPORT 2015/16</b></p>	<p>LLINOS QUELCH</p>	<p>September was put in as a provisional date for this report. Work on the reports is still on going, with recent figures received from Welsh Government in the last week with regard to some of the prescribed monitoring. It is therefore more appropriate to submit the report to the November meeting.</p>	<p>3<sup>RD</sup> NOVEMBER 2016</p>
<p><b>LDP ANNUAL MONITORING REPORT</b></p>	<p>LLINOS QUELCH</p>	<p>September was put in as a provisional date for this report. Work on the reports is still on going, with recent figures received from Welsh Government in the last week with regard to some of the prescribed monitoring. It is therefore more appropriate to submit the report to the November meeting.</p>	<p>3<sup>RD</sup> NOVEMBER 2016</p>

Monday, 20 June 2016

**PRESENT:** Councillor D.M. Cundy (Chair)

**Councillors:**

J.M. Charles, J.K. Howell, G.B. Thomas, J. Thomas, T. Devichand, S. Matthews, H.I. Jones, H.B. Shepardson and E.G. Thomas

**Also Present:-**

**Councillor L.D. Evans – Executive Board Member for Housing**

**Councillor M. Gravelle – Executive Board Member for Regeneration and Leisure**

**The following Officers were in attendance:**

- I. Jones, Head of Leisure
- W. Walters, Assistant Chief Executive (Regeneration & Policy)
- H. Morgan, Interim Economic Development Manager
- S. Walters, Interim Economic Development Manager
- L. James, Housing Services Manager
- J. Davies, Senior Cultural Services Manager
- G. Williams, Team Leader
- K. Thomas, Democratic Services Officer

**Chamber, County Hall, Carmarthen - 2.00 - 3.25 pm**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S.L. Davies, W.R.A. Davies and J.Owen

**2. DECLARATIONS OF PERSONAL INTERESTS**

Councillor	Minute Number	Nature of Interest
T. Devichand	5 – National Licensing of Landlords and Agents	Landlord
H.B. Shepardson	5 – National Licensing of Landlords and Agents	Secretary of a Social Club in Burry Port that rents out properties
G.B. Thomas	5 – National Licensing of Landlords and Agents	Owens a property he rents out

**3. DECLARATION OF PROHIBITED PARTY WHIPS**

There were no declarations of prohibited party whips

**4. PUBLIC QUESTIONS (NONE RECEIVED)**

No public questions had been received.

## 5. NATIONAL LICENSING OF LANDLORDS AND AGENTS

The Committee considered a report on the progress being achieved on the National Licensing of Landlords and Agents, as legislated for within the Housing (Wales) Act 2014, that placed a legal requirement on all landlords and agents who managed or let private sector homes in Wales to register and obtain a licence with regard thereto by the 23<sup>rd</sup> November, 2015 being the operative date from which the new provisions would come into force.

The Following issues/questions were raised on the report:-

Reference was made to the scheme's requirement for all landlords and their agents to attend, and complete, an approved training course to demonstrate they were a fit and proper person/company and were competent to manage their properties effectively. In response to a question with regard thereto, the Committee was advised that if landlords were to delegate responsibility for managing their properties to an agent, whilst they would still need to be licensed, they would not need to attend a training course.

Reference was made to the approximate 8,000 landlords nationally currently registered and to what action was available to local authorities and Rent Smart Wales (RSW) to ensure the registration of all landlords. The Committee was advised that whilst the new legislation came into force on the 23<sup>rd</sup> November, 2015 landlords and agents had been afforded a grace period of up to 23<sup>rd</sup> November 2016 to comply with the legislation. If landlords had not registered by that time, checks, where appropriate, could be made with other Council Departments and the Department of Work and Pensions to ensure compliance with the legislation. Additionally, when complaints were received from tenants against their landlord, RSW could be contacted to ascertain whether the landlord was licensed.

In response to a question relating to the 12 training programmes for landlords arranged by the County Council, the Committee was advised that with approximately 3,000 landlords within the County it would not be possible to provide sufficient training courses for them all by the November registration deadline. However, other training providers would be available and training could also be undertaken electronically 'on line'. Rent Smart Wales had also recognised the difficulties in registering all landlords by November, 2016 and would exercise fair play if landlords and agents had shown intent to attend a training course and register.

In response to a question on the level of fines that could be imposed on landlords / agents for failure to register or be licenced, the Committee was advised that the Authority could impose Fixed Penalties of between £150 and £200. Persistent non-compliance would be referred to RSW for the institution of legal proceedings. Fixed Penalty Notices could also be levied with regard to other landlord functions not properly carried out, with the income derived from all Notices being retained by the Authority.

Reference was made to the fact only 1265 of the estimated 3,000 landlords within Carmarthenshire were currently registered, and a view expressed that a progress report on their registration be submitted to the September meeting of the Committee

## RESOLVED

- 5.1 That the report be received,  
5.2 That a progress report on the registration of landlords/agents within Carmarthenshire be submitted to the September meeting of the Committee

## 6. DEVELOPMENT OF THE NEW CARMARTHENSHIRE ARCHIVE SERVICE (CAS)

The Committee received for consideration a report on proposals for the provision of a new £2m combined Archive and Library facility for the County via the relocation of the Archive from its existing base at Parc Myrddin to land at the rear of Carmarthen Library.

The following issues were raised during consideration of the report:-

Reference was made to the options being considered as part of the proposals to incorporate other services within the new building i.e. community education centre, customer service centre, automated cash desk and Un Sir Gar. Clarification was sought on the current position with regard to those options and the potential their relocation could have for releasing other assets.

The Head of Leisure informed the Committee that the main priority at the current time was to facilitate the provision of a new purpose built Archive and Library service within both the £2m allocated budget and the space required for that provision. Whilst consideration had been given to incorporating the above additional services within the new build, the level of space available at the rear of Carmarthen Library meant that could only be achieved by demolishing the existing Community Education Facility thereby increasing the project cost to in excess of £4m.

In response to a question on proposals for digitising archive records, the Committee was advised that whilst it would not be possible for the whole of the collection maintained by the County to be digitised, priority would be afforded to those records most used by the public and of most interest. Consideration was also being given to digitising elements of the local history collection from the libraries and museum artefacts within the Heritage 6 project thereby making the Council's collections more accessible.

In response to a question on the level of damage occasioned to the records, the Committee was advised that as far as could be ascertained no documents had been permanently damaged, with nothing being beyond repair.

Reference was made to the potential additional £2.5m cost of incorporating the community education centre, and other services, within the new build and to see whether there was a possibility additional funding could be identified to facilitate the provision of the whole scheme.

The Committee was advised that the current priority was to facilitate the provision of a new purpose built facility within the allocated £2m capital budget. The

incorporation of the other services within the project would considerably exceed that allocation and, given the current economic climate, it would not be possible for the Authority to fund the additional cost. With regard to the new build, whilst the facility would be one of the best in Wales, it may not be able to provide the full range of archive services such as digitisation and specialist renovation and it would be more beneficial for the Authority to work collaboratively with other local authorities/partners regionally for the provision of those facilities. The Welsh Government had also emphasised the need for collaborative working which could result in the region being able to draw down additional funding.

Reference was made to a statement by the Head of Leisure that a planning application for the new facility would be submitted in the near future and clarification sought on whether that application would be for the Archive and Library Service alone or, if it would include the other services mentioned above.

The Head of Leisure advised that whilst the main priority at the current time was to ensure the provision of the new Archive and Library, it may be possible for the scheme to be designed to allow for the future inclusion of the other services by way of extending the building in the future and that would be discussed further with the design team.

The Head of Leisure, in response to a question confirmed that he would update members on progress with the scheme at future meetings of the Committee.

**RESOLVED that the report be received.**

## **7. DRAFT ANNUAL REPORT (2015/16) AND IMPROVEMENT PLAN (2016/17)**

The Committee received for consideration the Draft Annual Report (2015/16) and Improvement Plan (2016/17) in line with the requirements of the Local Government (Wales) Measure that placed a duty on all local authorities to publish an Improvement Plan as soon as reasonably practicable after the start of the financial year and to also publish an Annual Report on past performance by the end of October each year.

The Committee was advised that the Authority combined these two documents which enabled the previous year's results to be evaluated and future outcomes to be agreed. Combining both in a single document was seen as good practice by regulators.

The Committee proceeded to consider a report which included extracts relevant to the Community Scrutiny Committee.

The following issues were raised during consideration of the report:-

In response to a question relating to Outcome G - Carmarthenshire has a stronger and more prosperous society – re Opportunity Street, Llanelli, the Committee was advised that the Executive Board Member for Regeneration and Leisure had recently approved a scheme to provide financial support for shop owners in Llanelli to improve their properties via a £750k loan fund provided by the Welsh Government, and a press release thereon would be issued shortly. The Committee was also advised that the purpose of Opportunity Street was to increase footfall within the area by creating ground floor commercial properties with residential

accommodation above, incorporating residential car parking. With that in mind, the Authority had already purchased properties in the area and planning applications were being sought for their redevelopment.

Reference was made to the investment being undertaken within the three main town centres of Ammanford, Carmarthen and Llanelli and on the need to ensure investment was also made within the rural areas. The Committee was reminded that the Authority had previously set aside the sum of £2m as part of the Property Development Fund for investment within the County's rural areas, as defined under both Welsh Government and European Union grant criteria. Additionally, grants were available under the Rural Development Programme to facilitate job creation in rural areas.

Reference was made to the work being undertaken to bring empty residential properties within the County back into use. The Committee having been advised that it was anticipated an appointment would be made in the near future to support the officer currently undertaking that work, requested that details of that appointment be communicated to the members of the Committee.

**RESOLVED that the report be received.**

**8. COMMUNITY SCRUTINY COMMITTEE FORWARD WORK PROGRAMME FOR 2016/17**

The Committee, in accordance with Article 6.2 of the Council's Constitution considered its Forward Work Programme for 2016/17 which had been developed following the Committee's informal planning session held in April 2016.

**RESOLVED that the Forward Work Programme for 2016/17 be endorsed.**

**9. MINUTES - 24TH MARCH 2016**

**RESOLVED that the minutes of the meeting of the Committee held on the 24<sup>th</sup> March, 2016 be signed as a correct record.**

**10. MINUTES - JOINT MEETING - 24TH MARCH 2016**

**RESOLVED that the minutes of the Joint Meeting of the Community Scrutiny Committee and Planning Committee held on the 24<sup>th</sup> March, 2016 be received.**

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**CHAIR**

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**DATE**

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Wednesday, 20 July 2016

**PRESENT:** Councillor D.M. Cundy (Chair)

**Councillors:**

J.M. Charles, J.K. Howell, J. Owen, S.L. Davies, T. Devichand, S. Matthews, H.I. Jones, H.B. Shepardson, E.G. Thomas and S.M. Allen (In place of W.R.A. Davies)

**Also Present:**

**Councillor L.D. Evans – Executive Board Member for Housing**

**Councillor P.A. Palmer – Executive Board Member for Communities**

**The following Officers were in attendance:**

I. Jones, Head of Leisure  
R. Staines, Head of Housing and Public Protection  
D. Eldred, Group Accountant  
H. Morgan, Interim Economic Development Manager  
S. Walters, Interim Economic Development Manager  
J. Willis, Housing Services Manager (Advice & Options)  
K. Thomas, Democratic Services Officer  
A. Maynard, Community and Safeguarding Manager  
L. Quelch, Head of Planning  
C. Daniels, Senior Sports and Leisure Manager

**Chamber, 3 Spilman Street, Carmarthen - 10.00 am - 1.15 pm**

**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor W.R.A. Davies

**2. DECLARATIONS OF PERSONAL INTERESTS**

There were no declarations of personal interests.

**3. DECLARATION OF PROHIBITED PARTY WHIPS**

There were no declarations of prohibited party whips.

**4. PUBLIC QUESTIONS (NONE RECEIVED)**

No public questions had been received.

**5. FORTHCOMING ITEMS**

The Committee received a list of forthcoming items to be considered at its meeting to be held on the 29<sup>th</sup> September, 2016.

**UNANIMOUSLY RESOLVED that the list of forthcoming items be received.**

**6. COMMUNITY SCRUTINY COMMITTEE TASK & FINISH REVIEW OF EMPTY PROPERTIES IN CARMARTHENSHIRE - ACTION PLAN MONITORING**

The Committee received for consideration a progress report, and associated action plan, in relation to the recommendations of its Task and Finish Group on the review undertaken of empty properties within Carmarthenshire during 2014/15.

The Following issues were raised during consideration of the report:-

Reference was made to the numbers of empty homes within the county that were subject to a mortgage and to whether there was any action available to the Authority to facilitate their return to habitable use. The Housing Services Manager advised that whilst it was unusual for such homes to be mortgaged, or to have no equity, with the vast majority being owned outright, there were a number of options available to facilitate their return to habitable use. Those included, providing owners with loans, taking enforcement action under Environmental Health legislation and acquiring the property via compulsory purchase.

Reference was made to the issue of long term empty Council owned houses requiring extensive costly renovation works to bring them back into habitable use. Clarification was sought on whether it would be more cost effective and beneficial to undertake those works rather than leave the properties empty. The Committee was reminded that the Task and Finish Group had previously considered that aspect as part of its investigations, and had been advised that when renovation works were required to be undertaken to a council owned property those were evaluated on the basis of merit and housing need in a particular area. If a property requiring works was situated within an area of low need, undertaking extensive renovation works thereto may not be the best course of action, given limited financial resources, whereas, greater emphasis was placed on returning a property to use in areas of high need.

The Head of Housing and Public Protection reminded the Committee that in letting and returning Council properties to use, the Department used the Vanguard operating system to evaluate its performance. That system was achieving significant savings for the authority with the current average void period having reduced from the previous 80 to 20 days. The number of long term voids in June 2016 was 56, set against a housing stock in excess of 9,000, some of which were hard to let or, situated in areas of low housing need, whilst others required extensive investment. The Department, in evaluating long term voids, considered the most satisfactory course of action for their future, including whether there was a need for a property's retention within the housing portfolio. If, following that evaluation, the best course of action was considered to be retention, the property would be placed within a waiting list to compete for limited resources against the Council's target to create up to a 1,000 new affordable homes and for undertaking repairs to the housing stock.

The Head of Housing and Public Protection referred to the use of the Vanguard system and suggested there would be merit in the Committee receiving a presentation thereon at a future meeting.

Reference was made to the position relating to long term empty neglected properties where efforts to identify the owner(s) had been unsuccessful and to what action was available to the Council to take control of those properties. The Housing Services Manager advised that the Department had appointed a dedicated empty homes officer to assess such properties and to formulate an

action plan for their return to habitable use. The Department had also recognised the volume of work being generated in that regard and would be appointing an additional officer to support that work.

The Head of Housing and Public Protection in referring to the above stated that he would arrange for all members to be provided with a short briefing note providing key contact points and information on how they could access the service to facilitate bringing empty homes back into use. The Committee was also reminded that the Task and Finish Group had recommended a seminar be held to brief all members on the Council's approach, challenges and achievements in bringing empty properties back into use and to raise awareness amongst members on that work. That seminar had now been arranged for the 22<sup>nd</sup> September 2016.

#### **UNANIMOUSLY RESOLVED**

- 6.1 That the progress report, and action plan, on the Task and Finish review of empty properties within Carmarthenshire be received.**
- 6.2 That a presentation be made to a future meeting of the Committee on the operation of the Vangaurd system.**

### **7. ACTIF FITNESS PROVISION**

The Committee received a power point presentation providing an update on the upgraded fitness provision within the Authority's leisure centres at Llanelli, Carmarthen and Ammanford and incorporating details of the following performance themed areas:-

- Placement of Actif Fitness within the Sport and Leisure Portfolio
- Historical Performance – The need for Change
- Impact of Upgrade to date
- Surrounding strategies for success: promotion and service improvement
- Performance Management
- Future Actions.

The Following issues were raised during consideration of the report:-

In response to a question relating to the installation of new fitness equipment and capacity issues within the three leisure centres referred to, the Committee was advised that in relation to the equipment recently installed at the Llanelli Leisure Centre that involved the direct replacement of the old equipment with no additional works being required. For Carmarthen, capacity was being increased by 20%. With regard to Ammanford, reconfiguration works would be undertaken in two phases via the removal of the changing rooms and extending the gym and by relocating the first floor dance studio to the ground floor.

Reference was made to the investment being made to the above leisure centres and clarification sought on whether the cost thereof could be to the detriment of other Council owned leisure facilities in terms of their potential closure over the long term in order to concentrate provision within the three main population centres. The Head of Leisure confirmed that the Council had no such policy at the current time and such facilities outside of the main population centres provided an important role in the community. In that regard, the authority was providing enhanced facilities at those centres including, the relocation of some facilities from

Carmarthen Leisure Centre to Newcastle Emlyn, and the installation of new fitness equipment at St Clear's leisure centre financed from S106 planning receipts. Additionally, the Council was continually exploring every opportunity to improve facilities at all of its leisure centres.

Reference was made to the Council's charging policy at its leisure centres and specifically, its impact upon two clubs within the Newcastle Emlyn area that had resulted in them having to identify alternative training venues. The Head of Leisure reminded the Committee that in setting charging levels, the Council had to have consistency across its leisure portfolio, whilst also recognising the impact of competition from both the private sector and neighbouring local authorities.

In response to a question on collaborative working, it was confirmed that the authority worked closely with the Health Board thereon and participated in the patient referral scheme. To date, the authority provided for 1200 referrals, mainly from G.P's, and was actively examining alternative ways of increasing patronage at its leisure centres to promote fitness and well-being which included exercise classes for pre and post baby mothers. With regard to the numbers of referrals, an exercise was currently being undertaken to ascertain the percentage of those who continued to use the council's facilities following completion of their 16 week programme.

The Head of Leisure referred to the National Exercise Referral scheme introduced by the Welsh Government, and reminded the Committee that whilst it reflected increased leisure income for the authority it also had an impact on crime prevention and ill health levels thereby reducing long term costs to society.

Reference was made to the Net Promoter Score index and to the fact that Carmarthen's Leisure Facilities were providing a world class service. A view was expressed that it would be interesting to ascertain what score the council's other services could achieve under the index. The Head of Housing and Public Protection in response advised that the index had been developed by the private competitive market as an important tool in determining customer satisfaction and to whether those customers would be prepared to recommend their services to others. With regard to other council services, application of the index would not always achieve positive outcomes, for example, a person facing enforcement / eviction proceedings would not necessarily provide a positive score. The Housing Division did, however, operate performance measures but, in a different way, for example asking tenants what the authority could do for them to make their homes/lives better. That approach was achieving improved satisfaction scores and he suggested a report on those measures could be submitted to a future meeting of the Committee.

Reference was made to the cost of heating swimming pools and whether that cost could be offset by extending pool opening hours. The Senior Sports and Leisure Officer confirmed that current use of the pools was high with day time use by schools and by the public outside school times, with some larger pools being able to offer a mix of classes. Any extension of the current opening hours would need to be evaluated against potential increased costs and usage. With regard to cost, the Authority was conscious of the high energy usage required for heating a swimming pool and had invested £100k in installing pool covers, with the savings achieved anticipated to recoup that cost over a three year period.

Reference was made to the number of private companies operating within the county with large numbers of employees, including multi nationals, and to whether the council operated a reduced membership fee/discount rate to those employees. The Committee was advised that the Council operated a variety of schemes to encourage participation at all of its leisure and recreation facilities which was available to large companies and various age groups etc. It was agreed that a copy of those schemes would be provided to all members of the Council. It was further reported that the Council would shortly be appointing a Health and Well-Being Co-ordinator with the aim of encouraging its staff to improve their health and fitness. There was also the potential to extend that practice to large private organisations.

In response to a question on reduced participation by schools in swimming programmes, it was confirmed that the introduction of a £2.07 charge per pupil had resulted in a 25% reduction in participation levels. The Head of Leisure advised that previously, schools had been utilising the facility free of charge and the authority had to levy a charge to offset its costs in providing the service.

The Head of Leisure in response to a question on Child Hood obesity levels in Carmarthen, advised that the Public Service Board had established a Task Group to examine those levels and to identify measures to reduce the current 30% rate which, exceeded the Wales average of 26%. The Council was also exploring what measures it could introduce to assist in reducing that percentage for example, ensuring all vending machines on its properties contained healthy foods.

In response to a question on the Welsh Government's free swimming initiative for the under 16's and over sixties, the Committee was advised that its operational times was set by the Government, with the Council receiving £157k a year to fund its operation. Whilst the Council could extend the period of operation by introducing free swimming all year, the Government would not fund any increased costs arising from that decision and the full cost would fall upon the council.

**UNANIMOUSLY RESOLVED that the report be received.**

## **8. REVENUE AND CAPITAL BUDGET MONITORING REPORT 2015/16**

The Committee considered the Revenue and Capital Budget Monitoring Reports relating to Housing, Planning and Leisure and Recreation Services in relation to the 2015/16 end of year position.

The following issues were raised during consideration of the report:-

The Head of Leisure in response to a question relating to the combined £70k overspend on Burry Port Harbour and Pembrey Ski Slope advised that they related to increased dredging costs at the harbour together with a reduction in the value of stock at the ski slope shop. With regard to the harbour, he reminded the Committee that it was council policy to retain and manage the facility, and that dredging works were an integral element of its management. With regard to the ski slope, that involved a reduction in the value and level of stock held at the shop as the council's emphasis was to provide ski facilities and not clothing sales.

In response to a question on overspends within the Leisure and Recreation Budget being offset against staff vacancies, the Head of Leisure confirmed that the

Division did not have any staff on zero hour contracts. However, the service had a large number of casual posts that were necessary to provide service flexibility with those being allocated set hours where possible, with some staff preferring to operate on minimum hours.

In response to a question on the overspend within the Non HRA - Housing Account, the Committee was advised that it primarily related to a £125k overspend on Supporting People Services, whereby previously, a portion of the Development Fund had been utilised to fund salary costs within that service. However, following the Welsh Government's decision to amend the fund criteria and claw back some of the funding, use of the fund to finance salary costs was no longer permitted. Consequently, the reduced income had to be met from elsewhere within the Division's budget and a reconfiguration of the service would enable those costs to be built into future budgets.

In response to the above, reference was made to the fact the Supporting People scheme was operated by a board and a question asked on whether it would be possible for the Committee to receive a report on its service provision and future proposals. The Head of Housing and Public Protection advised that whilst the scheme fell within the remit of the Health and Social Care Scrutiny Committee, he would enquire on the possibility of providing the committee with the requested report.

In response to a question on reconfiguration of service delivery, the Head of Housing and Public Protection advised that a number of avenues were being implemented/ explored in that regard which, included reducing the number of contracts issued by the council, reducing the numbers of commissioning officers, working collaboratively with Pembrokeshire County Council on regional commissioning and a reduction in back office staff thereby increasing the level of resources available for service provision.

Reference was made to the recent referendum decision for the United Kingdom to leave the European Union and clarification sought on the potential impact that may have on the Council's capital budget. The Interim Economic Development Manager advised that currently both the Wales European Office and Welsh Government were stating that the status quo would be retained for the near future. However, there was uncertainty on whether the current capital programme would be funded until 2018 or 2020. With regard to the decision's impact on the West Wales European Centre at Nantyci, that still had an important role over the next 2-4 years implementing new projects, audit compliance and project closure which could take 2 years. The Rural Development Programme was continuing until 2020, and staff would be required until 2022 to oversee its closure.

The Head of Leisure in response to the £76k underspend on Countryside Access and Recreation advised that it related to an underspend on match funding from the Welsh Government on capital maintenance works to the Right of Way Network. Whilst the Council had utilised all of the grant money, it had not fully spent its match funding contribution and accordingly, that underspend would be rolled forward into the 2016/17 financial year.

**UNANIMOUSLY RESOLVED that the report be received.**

## **9. END OF YEAR PERFORMANCE MANAGEMENT REPORT – 1ST APRIL 2015**

## TO 31ST MARCH 2016

The Committee received for consideration the End of Year Performance Management Report for the services within its remit for the period 1<sup>st</sup> April, 2015 to 31st March, 2016. The report included an overview of performance by Heads of Service, the approach to measuring performance, Improvement Plan Monitoring – Actions and Performance Measures together with information appertaining to compliments and complaints.

The following issues were discussed during consideration of the report.

The Head of Housing and Public Protection in response to a request for an update on the current position relating to the review undertaken of the Access to Social Housing Policy, reminded the Committee that a number of issues/concerns on the proposals had been raised at a recent member seminar. As a consequence, arrangements were being made for presentations on the proposals to be made to each of the Council's political groups. Thereafter, the report would be represented to Council in the Autumn for consideration via the normal political process.

In response to a question on Social Lets and the Council operating a scheme to manage private sector homes for landlords, the Head of Housing and Public Protection advised that the Council currently managed 135 homes which it used to re-house homeless households or those under imminent threat of homelessness. Management Agreements regarding fee charges and maintenance arrangements were negotiated with each landlord with maintenance works being undertaken either by the Council or, the landlord depending upon each landlord's requirements.

In response to a question on the operation of the Pilot scheme in Glanymor and the establishment of a Joint housing and Property team, the Head of Housing and Public Protection advised that 20% of the estate had been checked and initial results were proving encouraging with the intention being to roll the scheme out to the rest of Llanelli and Carmarthen. Whilst 20% of the estate had been checked, it may be necessary, due to delays caused by an initial change of personnel, to increase the numbers of staff undertaking the checks by using properly trained housing officers.

Reference was made to the Council's contractor framework and to what measures were in place to monitor the quality of works undertaken by sub-contractors. The Head of Housing and Public Protection advised that quality control checks, under the framework, were the responsibility of the contractor. However, a review would shortly be undertaken of the framework to ascertain if there were areas that could be improved upon in light of experience and the need to obtain value for money on the Council's annual £20m housing maintenance bill.

In response to a question on proposals for the provision of an alternative delivery model to increase the numbers of affordable homes within the County, the Head of Housing and Public Protection stated that it involved the establishment of a Local Authority Housing Company to examine ways of raising additional capital to support the Council's Affordable Homes Commitment via different procurement and construction methods/specifications to deliver more for less. That company would be wholly owned by the County Council and would provide the opportunity and freedom, not available under the HRA, to increase inward investment and

provide a new innovative service delivery model.

Arising from the above, reference was made to the U.K Government's proposals to extend the right to buy to private social housing and clarification sought on any potential impact that could have on the proposals to establish a Local Authority Housing Company. The Head of Housing and Public Protection reminded the Committee that the Welsh Government was currently introducing legislation to abolish the Right To Buy Provisions within Wales. The Council had also temporarily suspended those provisions within Carmarthenshire which would continue for the next three and a half years, by which time the new Act would be on the Statute Books. The governance arrangements for the new company would also need to ensure the retention of the housing stock.

Reference was made to the use of Section 106 monies to fund the provision of affordable homes within the County and the Committee was advised that a Steering Group had been established to examine how the current £400k pot of money would be allocated. The Head of Planning advised that one of the current issues being considered was how to utilise small amounts of S106 money generated where it was insufficient to facilitate the provision of an affordable home within the ward area from which the monies had been derived. In those cases, it could result in the monies accrued from several developments in a number of wards being pooled to provide an affordable home. The Group had also agreed to produce for members' information a six monthly report detailing the level of S106 funds and where they would be spent.

In response to a question relating to the provision of catering facilities at Pembrey Country Park, the Head of Leisure outlined the arrangements put in place for the current year. Those included the provision of hot snacks and coffee at the ski facility, improvements to the ski facility's kitchen, mobile catering providing ice creams/ hot burgers etc. With regard to future provision, a report was to be considered by the Executive Board on a masterplan for the park's future development. That would include for the provision of new shower and toilet blocks in the caravan park, a new café and visitor centre and improved entrance arrangements.

In response to a question on planning fees, the Head of Planning advised that the Welsh Government had introduced legislation requiring local planning authorities to levy a charge for pre-planning advice on major developments. For small scale developments, planning authorities could offer informal advice at no charge, however, a charge had to be levied for the provision of formal planning advice.

**UNANIMOUSLY RESOLVED that the report be received.**

## **10. DURATION OF MEETING**

At 1.00 p.m. during consideration of Minute 9 above, the Committee's attention was drawn to Corporate Procedure Rule 9.1 "Duration of Meeting" and CPR 23.1 "Suspension". As the meeting had been underway for three hours, it was,

**UNANIMOUSLY RESOLVED to suspend the Council Procedure Rules to enable the remaining business on the agenda to be considered.**

## **11. COMMUNITY SCRUTINY COMMITTEE ANNUAL REPORT 2015/16**



The Committee received an Annual Report for its work during the 2015/16 municipal year, noting that it had been prepared in accordance with Article 6.2 of the County Council's Constitution.

The report provided an overview of the work programme and the key issues considered by the Committee. It also detailed the issues referred to or from the Executive Board, Task & Finish review, development sessions held for members as well as their attendance at committee meetings.

**UNANIMOUSLY RESOLVED that the report be received.**

## **12. COMMUNITY SCRUTINY COMMITTEE ACTIONS & REFERRALS UPDATE**

The Committee received a report detailing the progress achieved in relation to actions, requests or referrals emerging from previous meetings of the committee.

**UNANIMOUSLY RESOLVED that the report be received.**

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**CHAIR**

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**DATE**

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