

Document Pack



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TUESDAY, 21 MARCH 2017

TO: ALL MEMBERS OF THE EXECUTIVE BOARD

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **EXECUTIVE BOARD** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL AT 10.00 AM, ON MONDAY, 27TH MARCH, 2017** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

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EXECUTIVE BOARD MEMBERSHIP 10 MEMBERS

Councillor	Portfolio
Councillor Emlyn Dole	Leader (Plaid Cymru) Corporate Leadership and Strategy; Chair of Executive Board; Represents Council at WLGA; Political Advocate for Council; Appoints Executive Board Members; Determines EBM Portfolios; Liaises with Chief Executive
Councillor David Jenkins	Deputy Leader - Resources (Plaid Cymru) Finance & Budget; ICT; Property / Asset Management; Procurement; Housing Benefits; Revenues; Armed Forces Champion; and Chairs Executive Board in Leader's absence
Councillor Pam Palmer	Deputy Leader - Communities (Independent) Council Business Manager; Community Champion; Customer Focus & Policy, Police Liaison; Community Safety; Social Justice / Crime & Disorder Community Planning; Anti-Poverty Champion; Sustainability; Bio-diversity; Youth Ambassador; Rural Affairs and Chairs Executive Board in Leader's absence
Councillor Hazel Evans	Technical Services (Plaid Cymru) Refuse; Street Cleansing; Transport Services; Grounds Maintenance; Building Services; Catering Services; Caretaking; Building Cleaning; Transport Services; Emergency Planning; Flooding
Councillor Linda Evans	Housing (Plaid Cymru) Housing – Public; Housing – Private; Equalities; Older People
Councillor Meryl Gravell	Regeneration & Leisure (Independent) Economic Development; West Wales European Centre; Community Development; Sports; Leisure Centres; Museums; Libraries; Country Park
Councillor Gareth Jones	Education and Children (Plaid Cymru) Schools; Children Services; Special Education Needs; Safeguarding; Respite Homes; Regional Integrated School Improvement Service; Adult Community Learning; Youth Services; Lead Member for Children and Young People; Eisteddfod Ambassador
Councillor Jim Jones	Environmental & Public Protection (Independent) Environmental Enforcement; Litter; Unlicensed Waste; Dog Fouling; Parking Services; Trading Standards; Environmental Health.
Councillor Mair Stephens	Human Resources, Efficiencies & Collaboration (Independent) Human Resources; Training; Simpson Compact; Priority Based Budgeting (PPB); Corporate Efficiencies; Welsh Language Champion; Town and Community Councils Ambassador.
Councillor Jane Tremlett	Social Care & Health (Independent) Adult Social Services; Residential Care; Home Care; Learning Disabilities; Mental Health; NHS Liaison/Collaboration/ Integration; Carers' Champion; Disability Ambassador; Dementia Care Champion; 50+ Champion.

A G E N D A

1. APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF PERSONAL INTEREST.
3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON THE FOLLOWING DATES:
 - 3.1 23RD JANUARY, 2017 5 - 12
 - 3.2 13TH FEBRUARY, 2017 13 - 16
4. QUESTIONS ON NOTICE BY MEMBERS
5. PUBLIC QUESTIONS ON NOTICE
6. COUNCIL'S REVENUE BUDGET MONITORING REPORT 17 - 42
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8. INCOME AND CHARGING POLICY 53 - 64
9. AFFORDABLE HOUSING DELIVERY PLAN - OUR PERFORMANCE 65 - 70
10. ENVIRONMENT ACT FORWARD PLAN 71 - 96
11. CARMARTHENSHIRE LOCAL AUTHORITY'S EDUCATION ATTAINMENT AND ACHIEVEMENT 2015-2016 97 - 146
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13. REVISED CORPORATE HEALTH AND SAFETY POLICY 151 - 184
14. FINANCIAL ASSISTANCE FROM THE FOLLOWING GRANT FUND: TARGETED FINANCE FUND 185 - 194
15. APPOINTMENT OF LA GOVERNOR 195 - 198
16. ANY OTHER ITEMS OF BUSINESS THAT BY REASONS OF SPECIAL CIRCUMSTANCES THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY PURSUANT TO SECTION 100B(4)(B) OF THE LOCAL GOVERNMENT ACT, 1972.
17. EXCLUSION OF THE PUBLIC

THE REPORTS RELATING TO THE FOLLOWING ITEMS ARE NOT FOR PUBLICATION AS THEY CONTAIN EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 14 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007. IF, FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST, THE BOARD RESOLVES PURSUANT TO THE ACT TO CONSIDER THESE ITEMS IN PRIVATE, THE PUBLIC WILL BE EXCLUDED FROM THE MEETING DURING SUCH CONSIDERATION.

18. DISPOSAL OF LAND WITH ASSOCIATED RISK	199 - 234
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EXECUTIVE BOARD

Monday, 23 January 2017

PRESENT: Councillor E. Dole (Chair)

Councillors:

H.A.L. Evans, L.D. Evans, M. Gravell, D.M. Jenkins, G.O. Jones, T.J. Jones, P.A. Palmer, L.M. Stephens and J. Tremlett.

Present as Observers:

Councillors D.M. Cundy, T. Devichand and J.S. Edmunds.

The following Officers were in attendance:

M. James, Chief Executive
C. Moore, Director of Corporate Services
R. Mullen, Director of Environment
J. Morgan, Director of Community Services
G. Morgans, Interim Director of Education & Children's Services
L.R. Jones, Head of Administration and Law
W. Walters, Assistant Chief Executive (Regeneration & Policy)
D. Hockenhill, Marketing and Media Manager
A. Miller, European Technical Officer
R. Phillips, European Programmes Manager
W. Smith, External Funding Officer
C. Gadd, Democratic Services Officer

Chamber, County Hall, Carmarthen - 10.00 - 11.30 am

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF PERSONAL INTEREST

Councillor	Minute Number	Nature of Interest
G.O. Jones	8 – Model Capability Policy for Teachers and Head Teachers 9 – Model Teachers Pay Policy 2016-17	His wife is a headteacher in the County.
L.D. Evans	8 – Model Capability Policy for Teachers and Head Teachers 9 – Model Teachers Pay Policy 2016-17	Her daughter is a teacher in the County

3. MINUTES - 22ND DECEMBER, 2016

UNANIMOUSLY RESOLVED that the minutes of the meeting of the Executive Board held on 22nd December, 2016 be signed as a correct record.

4. QUESTIONS ON NOTICE BY MEMBERS

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

5. PUBLIC QUESTIONS ON NOTICE

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

6. SWANSEA BAY CITY DEAL

The Executive Board considered a report and received a presentation, which provided an update of negotiations between Welsh and UK Government and the Swansea Bay City Region in respect of the City Deal Investment Package and to seek Members' approval to delegate to the Leader of the Council or the Chief Executive, authority to sign a City Deal agreement (Heads of Term).

The Board was advised that the Swansea Bay City Deal focussed on the benefits of digital infrastructure, the energy sector, smart manufacturing and innovation in life science for both urban and rural areas across the region. Since the original submission of the City Deal proposal in February last year, an intensive period of work had led to the submission of a detailed bid covering 11 specific projects. The Deal involved a total investment of some £1.3 billion over a period of 15 years. This would consist of £241m of government funding to be split between the Welsh and UK governments. Some £360m of other public sector funding and £673m of private sector contributions would make up the total investment package. This investment would deliver up to 9,465 new jobs for the region, contributing to an uplift in GVA of £1.8bn. It was explained that following the submission of the bid, there had been a series of discussions with both governments as well as engagement events with Assembly Members and others across the region. It was noted that it was hoped that the Deal would be signed off by the beginning of March.

It was highlighted that the City Deal provided a once in a generation opportunity to increase prosperity and opportunity within the region. The region's GVA had fallen from 90% of the UK average to 77% over the last three decades with low productivity, high economic inactivity and poor health just some key challenges facing the region. Without the City Deal proposals closing this gap would be extremely challenging.

The governance arrangements were outlined and it was noted that the Swansea Bay City Deal was a partnership between 8 organisations and the private sector. Utilising the existing statutory framework, the local authorities would establish a Joint Committee which would have ultimate responsibility for the City Deal investment package. It was noted that the only voting members would be the four local authorities.

The financing of the deal would be based on a 15 year programme. The four local authorities would ask to borrow the required sum for its relevant projects and the

funding would be drawn down as the project develops over a period of 5 years. The capital borrowing (in respect of the Government funded element) would be repaid as Government funds were received over the 15 year period.

It was explained that there was a package of 11 projects, which were focussed on four key elements:

- Internet of economic acceleration
- Internet of energy
- Internet of Life Science and Wellbeing
- Internet of Smart Manufacturing

The County would benefit from all the proposals, however, the Life Science and Wellbeing Village and the Skills and Talent Initiative would be specifically lead by Carmarthenshire.

Members commented that a lot of work had gone into developing the proposed Deal and thanked the teams that had been involved. The importance of private investment in the Deal was also recognised.

It was queried if the City Deal was not accepted would some of the elements still be delivered, such as the Well-being initiative in Llanelli. It was explained that funding was required to deliver such projects and it would be dependent on what other funding was available. The City Deal would allow projects to go ahead in a timely manner. It was noted that some City Deals started with concepts and projects developed from them, in the case of this City Deal there were 11 definite projects already identified that could be up and running fairly quickly.

The Board was presented with an overview of the proposed Life Science and Wellbeing Village.

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that delegated authority be given to the Leader of the Council or Chief Executive, to sign a City Deal agreement (Heads of Terms) on the basis described in the report.

7. WELSH IN EDUCATION STRATEGIC PLAN (WESP) 2017-20

The Executive Board received the draft Welsh in Education Strategic Plan (WESP) 2017-20 and the responses to the statutory consultation. There had been minor amendments to draft WESP in light of the statutory consultation.

The Board was advised that the Wales School Standards and Organisation Act (2013) placed a statutory duty on local authorities to prepare and submit a WESP. Developing the Plan required local authorities to consult with statutory consultees and the consultation process had informed minor amendments to the WESP. The final version, once approved, would be submitted to Welsh Government. It was highlighted that the WESP had to detail how the local authority aimed to achieve the Welsh Government's outcomes and targets outlined in the Welsh Medium Education Strategy and the wider strategy for the Welsh language and their vision to see 'a million Welsh speakers by 2050'.

In accordance with CPR 11.1 Councillor D.M. Cundy noted some omissions and inconsistencies within the report, such as target dates and details of how it would be achieved. He pointed out that it had to work for everyone and it could be

viewed that local education seemed to favour the school and education administration rather than the community. He highlighted that it was right to expand Welsh medium primary education, however, there did not seem to be enough options to expand dual stream. He pointed out that there could not be enough spaces in Welsh medium secondary schools to accommodate the potential increase of pupils who wished to move on from Welsh medium primary education. He therefore asked what the processes were to make changes to the WESP beyond the consultation process. The Executive Board Member for Education & Children explained that the Wales School Standards and Organisation Act (2013) required the Plan to be kept under review and where necessary be revised. However, there was no criteria outlined and it was not set out how this was to be done. It was clarified that the guidance for developing the WESP had been followed.

UNANIMOUSLY RESOLVED:

7.1 that the report on the statutory consultation exercise be received;

7.2 that the County Council's responses to the consultation be considered;

7.3 that the final version of the Welsh in Education Strategic Plan be received and endorsed and submitted to the Welsh Government.

8. MODEL CAPABILITY POLICY FOR TEACHERS AND HEAD TEACHERS

[NOTE: Councillors L.D. Evans and G.O. Jones, having earlier declared an interest in this item, left the meeting prior to the consideration and determination thereof.]

The Executive Board considered the Model Capability Procedure for Teachers and Headteachers. The Board was advised that the need for this Procedure had been recognised as a priority by ERW and as such it had been developed regionally, across the 6 Local Authorities that make up the ERW region, in consultation with trade unions. The purpose of the procedure was to help schools secure improvement and early identification of underperformance was key to this.

Members welcomed the Procedure and felt it would be of benefit to schools. It was highlighted that it provided schools with a procedure to follow and adapt as required. It was noted that the procedures did not relate to Newly Qualified Teachers as there were separate procedures for them.

UNANIMOUSLY RESOLVED that the adoption of the Model Capability procedure for Teachers and Headteachers be endorsed.

9. MODEL TEACHERS PAY POLICY 2016-17

[NOTE: Councillors L.D. Evans and G.O. Jones, having earlier declared an interest in this item, left the meeting prior to the consideration and determination thereof.]

The Executive Board received the Model Teachers' Pay Policy 2016/17 prior to presentation to Schools for adoption by their Governing Bodies. The revised Policy had been updated to reflect the legislative changes introduced by the School

Teachers Pay and Conditions Document 2016. The Policy would be offered to all schools across the ERW region. It was noted that teaching associations had been consulted and agreed the Policy.

UNANIMOUSLY RESOLVED that the Model Teachers' Pay Policy 2016/17 be endorsed prior to presentation to Schools for adoption by their Governing Bodies.

10. REVISED STRESS MANAGEMENT POLICY, SMOKING POLICY AND ALCOHOL & SUBSTANCE MISUSE POLICY

The Executive Board considered a report on the Council's revised Stress Management Policy, the Smoking Policy and Alcohol and Substance Misuse Policy. It was highlighted that these policies were historical health and safety policies that had been recently reviewed. The Board was advised that the Policies had been slimed down and made more user friendly with the inclusion of step guides and case studies. It was noted that the Stress Management Policy had been renamed as the Management of Mental Health in the Workplace Policy.

UNANIMOUSLY RESOLVED that the revised Management of Mental Health in the Workplace Policy, the Smoking Policy and the Alcohol and Substance Misuse Policy be approved.

11. COUNCIL'S REVENUE BUDGET MONITORING REPORT

The Executive Board considered the Revenue Budget Monitoring report for the period 1st April 2016 to 31st October 2016, which provided an update on the latest budgetary position as at 31st October 2016.

Overall the report forecasted an end of year overspend of £1,357k on the Authority's net revenue budget with an overspend at departmental level of £2,833k.

UNANIMOUSLY RESOLVED:

11.1 that the Budget Monitoring report be received;

11.2 that Chief Officers and Heads of Service critically review their budgetary positions and implement appropriate actions to deliver their services within their allocated budgets.

12. CAPITAL PROGRAMME 2016-17 UPDATE

The Executive Board considered a report providing an update on the capital programme spend against budget for 2016/17 as at 31st October, 2016. The report included details of the main variances.

UNAMIOUSLY RESOLVED:

12.1 that the capital programme update report be received;

12.2 that the virements outlined within the report be approved.

13. EXCLUSION OF THE PUBLIC

UNANIMOUSLY RESOLVED, pursuant to the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) (Wales) Order 2007, that the public be excluded from the meeting during consideration of the following items as the reports contained exempt information as defined in paragraphs 14 of Part 4 of Schedule 12A to the Act.

14. 5 YEAR CAPITAL RECEIPTS STRATEGY (2015-20) - ANNUAL PROGRESS REPORT

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute Number 14 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information).

The Executive Board considered a report providing an update and detailing proposals in relation to the 5 Year Capital Receipts Strategy (2015 -2020) Annual Progress Report.

UNANIMOUSLY RESOLVED:

15.1 that the report be received;

15.2 that the recommendations, as detailed within the report, be endorsed.

15. SALE OF FORMER RESIDENTIAL CARE HOME, TEGFAN, AMMANFORD

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute Number 14 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information).

The Executive Board considered a report on the sale of the former residential care home Tefgan, Ammanford.

UNANIMOUSLY RESOLVED that the preferred option for the sale of Tefgan, the former residential care home site in Ammanford, was determined as option 2, as detailed within the report.

CHAIR

DATE

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EXECUTIVE BOARD

Monday, 13 March 2017

PRESENT: Councillor E. Dole (Chair)

Councillors:

L.D. Evans, M. Gravell, D.M. Jenkins, G.O. Jones, P.A. Palmer, L.M. Stephens, J. Tremlett, H.A.L. Evans and T.J. Jones

Present as Observers:-

Councillors D.M. Cundy, T. Devichand and J.S. Edmunds

The following Officers were in attendance:

M. James - Chief Executive
J. Morgan - Director of Community Services
C. Moore - Director of Corporate Services
G. Morgans - Interim Director of Education & Children's Services
R. Mullen - Director of Environment
W. Walters - Assistant Chief Executive (Regeneration & Policy)
R. Edgecombe - Legal Services Manager
D. Hockenhill - Marketing and Media Manager
S. Murphy - Senior Solicitor
S. Walters - Economic Development Manager
C. Gadd - Democratic Services Officer

Chamber, County Hall, Carmarthen - 10.00 - 10.40 am

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF PERSONAL INTEREST

Councillor	Minute Number	Nature of Interest
G.O. Jones	6 – 3G Pitch at Richmond Park, Carmarthen	He is a director and former secretary of Carmarthen Town AFC.

3. MINUTES - 27TH FEBRUARY 2017

UNANIMOUSLY RESOLVED that the Minutes of the Executive Board held on 27th February, 2017 be signed as a correct record.

4. QUESTIONS ON NOTICE BY MEMBERS

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

5. PUBLIC QUESTIONS ON NOTICE

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

6. 3G PITCH AT RICHMOND PARK, CARMARTHEN

[NOTE: Councillor G.O. Jones, having earlier declared an interest in this item, left the meeting prior to the consideration and determination thereof.]

The Executive Board considered a report to support the implementation of a 3G pitch at Richmond Park, part of a community project, by approving a grant of £150k. It was highlighted that Richmond Park was situated in one of the more socially and economically challenged areas of Carmarthen and the new 3G pitch would see a great number of local groups and organisations benefiting.

The Executive Board Member for Resources informed the Board that the majority of the funding had already been secured. The total cost of this development was estimated to be in the region of £560k and the Carmarthen Town AFC had secured £410k of funding from the following sources:

- Football Association of Wales (FAW) - £350k
- Grantscape - £30k
- University of Wales Trinity St David's (UWTSD) - £30k

It had been requested that the Council supported the shortfall of £150k. It was explained that the installation needed to take place during the summer months of 2017 with the order being issued early April, otherwise the funding from FAW would be withdrawn. It was noted that it was the intention of the club to help create wider community benefits through increased use of their facilities and working in partnership with local groups and organisations including primary schools, family centres, youth clubs and UWTSD, most of which either had inadequate or no outside facilities.

Members commented that the club had worked hard to secure funding for the project and it was noted that maintenance costs for the pitch had been factored into the funding. Members highlighted that the project contributed to the Council's wellbeing objectives and provided facilities to enable people to be more active. It was requested that there was partnership working with Ysgol Gyfun Bro Myrddrin in developing their 3G pitch.

UNANIMOUSLY RESOLVED to approve a grant of £150k to support the implementation of a 3G pitch at Richmond Park.

8. EXCLUSION OF THE PUBLIC

UNANIMOUSLY RESOLVED, pursuant to the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) (Wales) Order 2007, that the public be excluded from the meeting during consideration of the following items as the reports contained exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Act.

9. FINANCIAL SUPPORT FOR CHRT/LLANELLY HOUSE

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute 8 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to the financial or

business affairs of any particular person (including the Authority holding that information).

The Executive Board considered a report on financial support for Llanelly House. It was one of the key five regeneration projects within Llanelli Town Centre and assistance was required to ensure the project could be concluded and that the House had a long term sustainable future. The importance of Llanelly House to the regeneration of Llanelli Town Centre was recognised.

An additional recommendation was proposed and agreed, for delegated authority to be given to the Director of Corporate Services and the Executive Board Member for Resources to agree the grant conditions.

UNANIMOUSLY RESOLVED:

- 9.1 to approve a grant to support the CHRT/Llanelly House project;**
- 9.2 that a charge for the value of the grant be placed on Llanelly House for a fixed period of up to 5 years;**
- 9.3 that Carmarthenshire County Council requests an observer role on the Board of Trustees;**
- 9.4 that delegated authority be given to the Director of Corporate Services and the Executive Board Member for Resources to agree the grant conditions.**

10. WASTE TREATMENT AND DISPOSAL CONTRACT - ALTERNATIVE FUTURE ARRANGEMENTS

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute 8 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information).

The Executive Board received a report to consider alternative delivery models to be explored for the procurement of the Council's future waste treatment arrangements as a result of wider liability/risk considerations.

UNANIMOUSLY RESOLVED to approve consideration of alternative procurement arrangements for the Council's future waste treatment arrangements.

11. PENDINE ATTRACTOR PROJECT

Following the application of the public interest test it was **UNANIMOUSLY RESOLVED**, pursuant to the Act referred to in Minute 8 above, to consider this matter in private, with the public excluded from the meeting as it would involve the disclosure of exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information).

The Board considered a report on the Pendine Attractor Project, which was a regeneration initiative in accord with the strategic regeneration master-plan for Pendine. The Executive Board Member for Regeneration and Leisure highlighted that the regeneration master plan addressed the physical and commercial decline of the coastal resort of Pendine. The plan was being progressed on a phased basis and designed to establish Pendine as a 12 month visitor 'day and stay' event destination.

Members noted the potential of the area and the positive steps that were being taken to regenerate it.

UNANIMOUSLY RESOLVED:

- 11.1 to endorse the development and delivery of the Pendine Attractor Project in accord with the strategic regeneration master-plan for Pendine;**
- 11.2 to approve the recommendations as outlined in the report in order to support the Pendine Attractor Project.**

CHAIR

DATE

EXECUTIVE BOARD 27TH MARCH 2017

COUNCIL'S REVENUE BUDGET MONITORING REPORT

Recommendations / key decisions required:

That the Board receives the Budget Monitoring report and considers the budgetary position.

That Chief Officers and Heads of Service critically review their budgetary positions and implement appropriate actions to deliver their services within their allocated budgets.

Reasons:

To provide the Executive Board with an update on the latest budgetary position as at 31st December 2016, in respect of 2016/2017.

Relevant scrutiny committee to be consulted: NA

Exec Board Decision Required	YES
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Council Decision Required	NO
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EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. David Jenkins (Resources)

Directorate: Corporate Services	Designations:	Tel No. 01267 224886
Name of Head of Service: Owen Bowen	Head of Financial Services	E Mail Addresses: OBowen@carmarthenshire.gov.uk
Report Author: Owen Bowen		

EXECUTIVE SUMMARY

EXECUTIVE BOARD

27TH MARCH 2017

COUNCIL'S REVENUE BUDGET MONITORING REPORT

The revenue budget monitoring reports for the period to 31st December 2016 are attached and indicate that:

COUNCIL FUND REVENUE ACCOUNT(Appendix A)

Overall, the monitoring report forecasts an end of year overspend of £833k on the Authority's net revenue budget with an overspend at departmental level of £2,350k.

Chief Executive's Department

The Chief Executive Department is anticipating an overspend at year end of £267k. In relation to the application of Standby, part year savings have already been identified and work is ongoing with the TIC teams in relation to delivering the full efficiencies identified.

The Regeneration, Policy and Property Division is anticipating an underspend of £89k at year end. There is an anticipated overspend on coroners of £23k and a £16k cost associated with implementing individual electoral registration. There are also overspends of £25k on the Beacon following essential R&M work and Un Sir Gar of £56k due to a shortfall in income. The Policy division is expecting to overspend by £125k due to an unfunded post and an unachievable income target. There is also an unachieved efficiency within marketing and media whilst an ongoing service realignment is reviewed of £52k. These overspends are offset by £281k of staff vacancies in the division and a net underspend of £34k in the Property division due to increased rental income from commercial properties and industrial premises, a lower than anticipated carbon reduction tax bill than originally estimated of £37k and other planned underspends on Business Services of £37k to offset the known Un Sir Gar overspend.

The Admin & Law division is expecting a £117k underspend despite a Local Duplicating Centre overspend of £31k due to the decrease in printing across the authority and the corresponding income generation potential being lost. The division has staff vacancies totalling £149k.

The People Management & Performance Division is underspent by £78k. This is due to £46k of vacant posts in year along with a saving on Business Support Supplies & Services costs of £32k.

Department for Education and Children

The Department for Education and Children is projecting a net overspend of £1,767k at year end.

The main adverse budget variations relate to: new school based EVR and redundancy costs £952k; increasing age profile (15-25 year olds) of LAC requiring more costly support for longer £300k; increase in both Special Guardianship Orders to keep children with their families and Boarded Out Allowances £220k, rurality impact on Fostering staff and client travel £95k; School Modernisation short term transport for pupils from closed schools £70k, property decommissioning and cost of sales £161k (which includes £149k NNDR); Respite Units not achieving contribution from LHB £127k; increase in legal fees relating to care proceedings due to court process changes and additional cases £229k and increased Out of County residential care placements £70k.

These are partially offset by under-spends across the department in: staff vacancies and secondments -£346k and the reduction of an Out of County educational placement -£90k.

Corporate Services

The Corporate Services Department is anticipating an underspend at year end of £505k. Both the Financial Services and the Audit, Risk and Procurement Divisions are anticipating underspends due largely to vacant posts of £218k and £68k respectively. The finance division is also anticipating an underspend on supplies and services of £34k and ICT is anticipating a break even position.

There is an anticipated underspend of £47k on audit fees due to a reduction in the number of grants being audited, along with a £34k underspend on subscriptions, £22k on Rent Allowances and £10k on our bank charges.

Corporate Services Training is also expecting to underspend by £51k.

Department for Communities

The Department for Communities is forecasting an overspend of £452k for the year.

The Older People / Physical Disabilities division is forecasting an overspend of £240k. Whilst spend has reduced it is not currently meeting targets set last year for efficiency savings for Residential Care and Day Services which are projecting overspends of £835k and £97k respectively. This is offset by staff vacancies of £692k. The financial impact of demand, reviews of packages of care and income levels is being closely monitored through the winter period.

The Learning Disability / Mental Health Division and Support Services has a projected overspend of £151k. This is due to increased Direct Payments packages of £142k, a reduction in grant receivable for Workchoice £62k, and the continuing review into provision of services by Voluntary organisations to service users has a slippage of £90k for 2016-17, offset by the impact of the Accommodation and Efficiency strategy in reducing the costs of individual placements and staff vacancies £143k.

The Housing Services and Public Protection Division is forecasting coming in on budget.

The Leisure Services Division is forecasting an overspend of £60k mainly due to

underachievement of income £90k and delay in implementing mobile library services £50k offset by staff vacancies of £80k.

Environment

The department is anticipating an overspend of £369k at year end which will be met from its departmental reserves.

The Highways and Transport division is anticipating a £15k underspend for the year overall.

The Property Division is anticipating an overall overspend of £165k. This is predominantly due to a reduction in work undertaken by Building Maintenance for the HRA, reducing the income projection (£231k). This is offset by underspends on Industrial Premises, County Farms and Livestock markets due to increased occupancy and rental income.

The Waste and Environmental division is anticipating an overspend of £90k at year end. This is due to a £77k overspend on cleansing where a proposed efficiency has not been met due to sustained demands on the service. There is also a £73k overspend on green waste due to the purchase of wheelie bins prior to start of the service in 2017. This is offset by a £44k underspend as a result of a vacant post.

The Business Support & Performance division is overspent by £129k mainly due to the admin review not being implemented to date so the proposed efficiencies have yet to be realised along with temporary additional pay costs to support implementation of the business support review.

The Planning Division expects to break even.

Capital Charges

Reduced borrowing/interest savings, offset by Direct Revenue Financing provision.

HOUSING REVENUE ACCOUNT (Appendix B)

The HRA is forecasting to be on budget.

Supervision and Management costs are forecasted to be underspent by -£144k primarily due to lower staffing costs -£178k through vacancies ,premises costs -£145k , offset by increased spend on supplies and services £133k and reduction in rechargeable salaries £45k.

There is a forecasted underspend on Capital Financing costs -£170k due to opening debt being slightly lower than forecasted therefore giving rise to principal and interest payments being slightly lower than originally estimated.

Reduction in the provision required for debt write-offs , based on arrears levels and forecast movement in arrears to year end -£418k

Additional income from forecast HRA balances and other income -£36k

Rental income is forecasted to be -£275k higher due to lower level of Void loss. It is anticipated that there will also be an increase in Service charge income of -£81k.

Based on current activity data repairs and maintenance is predicted to be £701k over budget primarily on minor works (£569k) due to anticipated level of slow down not as expected and voids (£204k) to ensure properties are available to rent as quickly as possible. There has also been an additional direct revenue contribution of £423k to fund the capital programme for major void works.

Lists of the main variances are attached to this report.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

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

Signed: Owen Bowen

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

1. Finance

Council Fund

Overall, the Authority is forecasting an overspend of £833k.

HRA

The HRA is forecasting that it will be within its approved budget at year end.

CONSULTATIONS

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

Signed: Owen Bowen

Head of Financial Services

1. Scrutiny Committee – Not applicable

2. Local Member(s) – Not applicable

3. Community / Town Council – Not applicable

4. Relevant Partners – Not applicable

5. Staff Side Representatives and other Organisations – Not applicable

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

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

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
2016/17 Budget		Corporate Services Department, County Hall, Carmarthen

REPORT OF THE DIRECTOR OF CORPORATE SERVICES
EXECUTIVE BOARD - 27th March 2017
COUNCIL'S BUDGET MONITORING REPORT 2016/17 as at 31st December 2016

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

Table 1

Forecasted for year to 31 March 2017

Department	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 Forecasted Variance for Year £'000
	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000		
Chief Executive	18,884	-7,143	1,777	13,517	19,267	-7,260	1,777	13,784	267	348
Education & Children	177,438	-39,299	24,187	162,326	179,453	-39,548	24,187	164,093	1,767	1,780
Corporate Services	80,560	-51,509	-6,868	22,183	83,429	-54,883	-6,868	21,678	-505	-328
Communities	127,154	-47,811	11,588	90,930	129,037	-49,243	11,588	91,382	452	493
Environment	118,457	-79,621	8,728	47,563	115,600	-76,395	8,728	47,933	369	540
Departmental Expenditure	522,492	-225,384	39,411	336,519	526,787	-227,329	39,411	338,869	2,350	2,833
Capital Charges/Interest				-9,519				-10,919	-1,400	-1,100
Pension Reserve Adjustment				-5,085				-5,085	0	0
Levies and Contributions:										
Brecon Beacons National Park				138				138	0	0
Mid & West Wales Fire & Rescue Authority				9,172				9,172	0	0
Net Expenditure				331,225				332,175	950	1,733
Outcome Agreement Grant				0				0	0	0
Contribution from Balances				-65				-65	0	0
Transfer from Balances/Earmarked Reserves				-200				-200	0	0
Transfers to/from Departmental Reserves										
- Corporate Services				0				253	253	164
- Environment				0				-369	-369	-540
Net Budget				330,960				331,794	833	1,357

Chief Executive Department
Budget Monitoring as at 31st December 2016

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Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Chief Executive	-473	0	-329	-802	74	0	-329	-256	547	542
People Management & Performance	3,677	-1,058	-2,251	368	4,055	-1,501	-2,251	303	-66	-96
Admin and Law	4,005	-596	1,565	4,974	3,834	-550	1,565	4,849	-125	-68
Customer Focus and Policy	4,177	-987	-2,266	924	4,181	-1,061	-2,266	854	-70	-126
Statutory Services	763	-2	152	913	799	-3	152	948	35	67
Property	1,103	-1,168	791	727	1,110	-1,271	791	631	-96	-28
Regeneration	5,632	-3,333	4,115	6,414	5,215	-2,874	4,115	6,456	42	57
GRAND TOTAL	18,884	-7,143	1,777	13,517	19,267	-7,260	1,777	13,784	267	348

Chief Executive Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Chief Executive							
Corporate Savings Target	-809	0	-262	0	547	Part year savings have already been identified in relation to the application of Standby, and work is ongoing with the TIC teams in relation to delivering the full efficiencies identified.	547
People Management & Performance							
Business Support	199	-1	168	-1	-32	Savings on Supplies & Services	-31
Personnel Management	903	-199	884	-204	-23	Vacant Posts - realignment in progress	-28
Fitness For Work	607	-343	644	-404	-23	Vacant posts and savings on supplies and services	-49
Admin and Law							
Democratic	1,660	0	1,631	-0	-29	Vacant member positions during year	-25
Corporate Serv-Democratic	486	0	421	0	-65	Part year vacant posts	-55
Corporate Serv-Administration	188	-0	164	-0	-24	Maternity leave and reduced spend on supplies and services	-18
Corporate Serv-Legal	1,422	-267	1,373	-249	-31	Part year vacant posts	-1
Local Duplicating Centre	16	-53	3	-9	31	Income generation potential curtailed following introduction of printer rationalisation programme and directive to reduce printing in general	31
Regeneration, Policy & Property							
Customer Focus and Policy							
Registrars	379	-238	446	-292	13	Additional staffing costs	-0
Welsh Language	169	0	159	0	-10	Reduced spend on supplies and services	3
Communications	16	0	4	0	-12	Reduced spend on supplies and services	-14
Press	93	-7	209	-70	52	Efficiency yet to be realised. On going service realignment	33
Direct Communications	530	-268	435	-162	12	Lack of income generation on graphics as graphic designer post is currently vacant. Post not being filled as service currently being realigned/restructured	24
Corporate Serv-Translation	493	-15	362	-15	-131	Vacant posts	-171
Customer Services	57	-6	45	-6	-13	Part year vacant post	3
Carbon Reduction Programme	0	0	-33	0	-33	Reduction in Authority's CO2 liability	0
Performance Management	558	-19	526	-23	-37	Vacant post	-45
Chief Executive-Policy	516	-63	582	-4	125	Income target not achievable and unfunded post	103
Contact Centre	562	-59	543	-59	-19	Part year vacancies	-45

Chief Executive Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16	Notes	Oct 16
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Statutory Services							
Registration Of Electors	152	-2	168	-3	16	Additional cost of individual electoral registration	41
Coroners	279	0	302	0	23	Additional storage costs and anticipated increase in Coroners salary	49
Property							
Property	503	-122	462	-142	-60	Part year vacant post	-6
Commercial Property - Chief Executive	38	-324	39	-358	-34	Additional rental income from a property recently acquired	-34
Regeneration							
Marketing Tourism Development	392	-21	389	-30	-12	Underspend mainly due to backdated lease income reflected from company occupying space in former Llandeilo Tourist Information Centre.	-7
Physical Regeneration	451	0	430	0	-22	Underspend mainly due to staff vacancies	-23
The Beacon	126	-126	190	-165	25	Overspend mainly due to R&M costs associated with repairing the roof and also purchase of new video conferencing system	3
Regen Core & Policy Performance	0	0	12	0	12	Increased staffing costs	10
Regeneration Business Support Unit	384	-107	378	-87	14	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property hasn't been sold so ongoing overspend shown as a result.	24
UN Sir Gar	167	-128	198	-103	56	Overspend mainly due to projected non-achievement of income target	54
Business Services	308	0	270	0	-37	Planned reduction in expenditure to partly offset overspend within Un Sir Gar above	-19
Other Variances					-12		-8
Grand Total					267		348

Department for Education & Children
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Director & Strategic Management	681	0	-149	532	721	-56	-149	517	-15	-11
Education Services Division	118,424	-2,090	19,650	135,984	119,431	-2,095	19,650	136,986	1,002	963
Strategic Development	9,166	-7,193	1,118	3,091	9,266	-7,378	1,118	3,006	-86	-52
School Improvement	15,592	-13,280	518	2,830	15,631	-13,364	518	2,785	-46	-15
Learner Programmes	11,014	-10,123	617	1,508	10,733	-9,818	617	1,532	24	30
Children's Services	22,560	-6,613	2,433	18,379	23,671	-6,836	2,433	19,268	888	866
GRAND TOTAL	177,438	-39,299	24,187	162,326	179,453	-39,548	24,187	164,093	1,767	1,780

Department for Education & Children - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Director & Strategic Management							
Director & Management Team	681	0	721	-56	-15	Part year vacant post	-11
Education Services Division							
School Redundancy & EVR	1,612	0	2,564	0	952	Budget utilised on existing commitments. Current year school redundancies agreed in excess of £900k. A cross-departmental team is drawing together different strands of work with the aim of reducing costs.	968
School Modernisation	88	-5	324	-11	231	Short term transport for pupils from closed schools £70k, property decommissioning and cost of sales £161k (which includes £149k NNDR)	222
Special Educational Needs	3,107	-1,536	2,952	-1,471	-90	Termination of Out Of County placement, reduction tri-partite funding -£209k. Additional statementing yr 6 transition £289k. Inclusion Manager and ALN specialist teacher vacancies -£170k whilst structure is reviewed.	-135
Educational Psychology	1,054	-148	996	-164	-74	Vacant post -£57k, additional recharge income -£17k.	-58
Strategic Development							
Information & Improvement	450	-35	494	-117	-38	Part-year vacant post, 2 employees not at the top of grade and maternity leave.	-45
School Meals & Primary Free Breakfast Services	7,839	-6,876	7,911	-6,978	-31	Increased income in some schools following introduction of new winter menu -£16k & careful management of repair & maintenance budget -£15k.	0
School Improvement							
School Effectiveness Support Services	525	-267	497	-256	-17	Savings in supplies and services which is a proposed efficiency in 2017-18.	-15
National Model for School Improvement	1,435	-345	1,526	-455	-18	Delay in recruitment of Challenge Advisor	0
Welsh Language Support	488	-201	463	-186	-11	Saving in supplies and services due to commencement of planned project being moved to April 2017	0
Learner Programmes							
Music Services for Schools	1,329	-1,316	1,362	-1,284	64	A number of schools late in agreeing SLA's and reducing their requirement. Various strategies are being developed to ensure the long term sustainability of this service.	33
Youth Offending & Prevention Service	1,515	-660	1,568	-746	-33	Part-year vacant posts which are linked to proposed efficiencies for 2017-18.	0

Department for Education & Children - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Children's Services							
Commissioning and Social Work	6,099	-19	6,253	-90	85	Increase in Legal costs due to a high number of cases, one of which is awaiting a high court hearing £229k. This is offset by secondment and part year vacancy savings -£144k.	70
Corporate Parenting & Leaving Care	975	-246	1,333	-304	300	Increasing age profile of Looked After Children (LAC) resulting in more costly support for longer - impact of When I'm Ready & Social Care Well Being Act on 15 to 25 year olds. This is an ongoing growth area in addition we are funding more young people in university and one young person at Wellbeck College costing £42k. Previous returns included an assumption that Supporting People income would be received. Further discussions are planned with Communities Department who manage the grant. Service is set to receive growth budget of £100k in 2017-18.	257
Fostering Services & Support	3,573	0	3,902	-15	315	The taxi's budget faces ongoing pressure £71k due to the high number of placement moves, some away from school areas. The Fostering Support Team have additional running costs including increased transport costs due to carers being in rural areas, boarding out payments and residence orders (currently set at the minimum rate allowed by Welsh Government) £274k. Included in this figure there are costs for an extension that will enable a child to stay in their own home. This is offset by a part year vacancy in the Fostering Recruitment Team -£30k.	257
Adoption Services	497	-55	608	-135	31	Additional staff resource to reduce the number of placements needing to be purchased at greater cost, which reduces budget pressure in other areas. The service is currently negotiating an agreement with 3 other Local Authorities, which includes cost sharing.	35
Out of County Placements (CS)	722	-53	739	0	70	The service are having to make more use of independent fostering agencies that are more expensive to use, due to a lack of in-house foster placements. Two young people are being accommodated in external residential care due to their complex needs as they cannot be cared for in foster care as they require 24 hour support. The forecasted overspend has reduced due to one young person being placed in-county in Garreglwyd.	103
Residential and Respite Units	919	-151	903	-7	127	Planned additional contribution from the LHB is unlikely to be achieved in 2016-17 £150k, netted off with salary savings -£23k. Service is set to receive growth budget of £100k in 2017-18.	139

Department for Education & Children - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16	Notes	Oct 16
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Garreglwyd Residential Accommodation	530	-156	631	-217	40	Additional staffing costs to cover periods of sickness and a young person being moved in which reduces the out of county placement costs.	25
Short Breaks and Direct Payments	611	-82	587	-88	-29	Salary savings due to review of casual hours in line with service requirements.	5
Family Aide Services	220	0	185	-4	-39	Employees not being on the top of their grade and part year vacancy	-37
Out of Hours Service	262	-64	298	-64	36	Referrals fluctuate depending on activity. Service currently under review by the TIC team.	50
Children's Services Mgt & Support (incl Care First)	969	-76	1,000	-150	-44	Part year vacancies.	-40
Other Variances					-46		-43
Grand Total					1,767		1,780

Corporate Services Department
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Financial Services	7,575	-3,390	-3,236	949	7,372	-3,445	-3,236	691	-258	-230
Audit Risk & Procurement	1,073	-28	-1,001	44	995	-24	-1,001	-30	-74	-54
ICT	4,495	-807	-3,695	-7	4,507	-813	-3,695	-1	6	70
Performance & Development	184	0	-244	-60	135	-2	-244	-111	-51	0
Other Services	67,234	-47,284	1,307	21,257	70,420	-50,599	1,307	21,128	-129	-114
GRAND TOTAL	80,560	-51,509	-6,868	22,183	83,429	-54,883	-6,868	21,678	-505	-328

Corporate Services Department - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Financial Services							
Chief Officer	330	-42	309	-42	-21	Reduction in supplies and services	-21
Accountancy	1,697	-295	1,634	-352	-120	Vacant posts	-101
Housing Benefits Admin	1,445	-781	1,416	-849	-98	Vacant posts	-51
Benefits Fraud	52	0	39	0	-13	Reduction in supplies and services	-12
Audit Risk & Procurement							
Audit	602	-20	533	-19	-68	Part year vacant post	-55
Performance & Development							
Corporate Services Training	88	0	39	-2	-51	Reduction in staff training undertaken	-1
Other Services							
Audit Fees	364	-84	317	-84	-47	Reduction in grant audit fees	-47
Bank Charges	61	0	51	0	-10	Savings in bank tender in 2013/14	-11
Rent Allowances	47,077	-47,090	50,383	-50,411	-14	This relates to 3 benefit payment types where the overall expenditure is c£63m per annum. Minor fluctuations due to caseload changes, changes in scheme, etc., have significant cash implications but are difficult to predict.	-22
Miscellaneous Services	4,624	-110	4,560	-104	-58	Reduction in Subscriptions and reduction in pre LGR pension cost	-34
Other Variances					-6		27
Grand Total					-505		-328

Department for Communities
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Adult Services										
Older People	50,344	-17,689	3,124	35,778	51,202	-18,089	3,124	36,237	458	560
Physical Disabilities	5,989	-748	92	5,333	6,097	-1,076	92	5,114	-219	-239
Learning Disabilities	31,060	-8,425	1,349	23,984	30,974	-8,199	1,349	24,125	141	221
Mental Health	9,154	-3,379	130	5,904	9,443	-3,569	130	6,004	100	-15
Support	4,753	-1,638	830	3,944	5,323	-2,296	830	3,856	-88	-135
Public Protection & CF Housing										
Public Protection	3,125	-654	673	3,144	3,044	-592	673	3,124	-20	-9
Council Fund Housing	8,890	-8,297	541	1,134	9,477	-8,864	541	1,155	20	9
Leisure & Recreation										
Leisure & Recreation	13,839	-6,981	4,849	11,707	13,477	-6,559	4,849	11,767	60	100
GRAND TOTAL	127,154	-47,811	11,588	90,930	129,037	-49,243	11,588	91,382	452	492

Department for Communities - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Adult Services							
Older People							
Older People - Commissioning	2,855	-10	2,787	-20	-79	Staff vacancies	-61
Older People - LA Homes	6,932	-3,852	6,873	-3,846	-52	Supplies & Services	-34
Older People - Private/ Vol Homes	17,537	-8,954	18,693	-9,229	880	Net loss in placements insufficient to meet savings target	764
Older People - Extra Care	719	0	870	0	150	Lower than anticipated saving from contract renegotiations	151
Older People - LA Home Care	6,039	-419	5,870	-291	-41	Reduction in income at Cartref Cynnes	0
Older People - Direct Payments	614	0	708	0	94	Increase in packages	73
Older People - Grants	268	0	237	0	-31	Reduced grant payments	-31
Older People - Ssmms	1,171	-228	1,029	-275	-189	Staff vacancies, reduced spend on supplies & services and additional income	-180
Older People - Careline	1,060	-1,165	1,204	-1,378	-68	Additional staffing & other costs offset by additional income	-104
Older People - Enablement	2,405	-800	2,086	-800	-318	Staff vacancies	-191
Older People - Day Services	1,123	-76	1,207	-64	97	Slower than anticipated restructure	167
Physical Disabilities							
Phys Dis - Commissioning & OT Services	600	-79	509	-79	-91	Staff vacancies	-81
Phys Dis - Private/Vol Homes	561	-111	516	-111	-45	Reduction in packages	-46
Phys Dis - Group Homes/Supported Living	1,358	-116	1,327	-116	-31	Reduction in packages	-50
Phys Dis - Direct Payments	1,831	0	1,792	0	-39	Reduction in packages	-22
Learning Disabilities							
Learn Dis - Employment & Training	2,416	-903	2,294	-718	62	Reduction in grant for Workchoice programme.	140
Learn Dis - Commissioning	890	0	865	0	-25	Staff vacancies	8
Learn Dis - Private/Vol Homes	10,047	-3,157	10,126	-3,087	147	Increase in packages	84
Learn Dis - Direct Payments	1,275	0	1,411	0	136	Inflationary fee uplift	112
Learn Dis - Group Homes/Supported Living	6,180	-1,010	6,095	-1,010	-85	Decrease in packages	32
Learn Dis - Adult Respite Care	932	-812	818	-812	-115	Staff vacancies	-67
Learn Dis - Day Services	3,067	-267	3,187	-260	128	Increase in packages of care	-29
Learn Dis - Transition Service	502	0	434	0	-68	Staff vacancies	-52

Department for Communities - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Learn Dis - Community Support	2,150	-137	1,944	-137	-206	Reduction in packages	-136
Learn Dis - Grants	156	0	280	0	124	Efficiency slippage	90
Learn Dis - Adult Placement/Shared Lives	2,766	-2,139	2,851	-2,174	50	Increase in packages	43
Mental Health							
M Health - Commissioning	837	-69	763	-69	-74	Staff vacancies	-39
M Health - Private/Vol Homes	6,268	-2,874	6,551	-3,059	98	Inflationary fee uplift partly offset by reduced placements	9
M Health - Group Homes/Supported Living	590	-186	632	-186	42	Increase in placement costs	-38
M Health - Community Support	673	-98	743	-98	70	Increase in packages	83
M Health - Substance Misuse Team	338	-142	319	-147	-23	Staff vacancy	-25
Support							
Departmental Support	1,896	-71	1,868	-92	-49	Reduced spend on supplies & services	-83
Performance, Analysis & Systems	226	0	190	0	-36	Staff vacancy & maternity leave	-28
Team	1,123	0	1,097	0	-26	Staff vacancy	-47
Other Variances - Adult Services							
Public Protection							
PP Management support	68	-7	66	-14	-9	General underspends in supplies and services to cover the overspend in Housing Options and Advice	-9
PP Business Support unit	141	0	131	-0	-10	General underspends in supplies and services to cover the overspend in Housing Options and Advice	-7
Air Pollution	95	-32	94	-19	13	Forecast underachievement of licence fee income	12
Dog Wardens	92	-11	105	-7	18	Income generated by recovery of stray dogs has decreased in light of the fact that many stray dogs have been returned directly to owner. There will be additional income generated through a pilot scheme	18
Animal Welfare	71	-54	70	-43	10	Forecast underachievement of licence fee income	-3
Animal Licence Movement Scheme	155	-0	140	-0	-15	Vacant post part of the year	-7
Civil Law	219	-4	205	0	-10	General underachievement of income in Civil Law	2
Other Variances - Public Protection							

Department for Communities - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Council Fund Housing							
Home Improvement (Non HRA)	554	-285	516	-230	16	Net underachievement of licence fee income due to the delay in the roll out of National Licensing	2
Homelessness	167	-63	97	-64	-71	Underspend mainly in Homelessness prevention payments covering underachievement of income in Temporary Accommodation	-35
Temporary Accommodation	279	-185	279	-127	60	Underachievement of Housing Benefit income due to income support issues with 16-17 years olds and higher vacancy rates over the December period in particular.	25
Social Lettings Agency	752	-782	673	-687	17	General downsizing of the number of properties being managed through the Council Fund, resulting in less income.	6
Other Variances - Council Fund Housing					-0		12
Leisure & Recreation							
Burry Port Harbour	130	-181	162	-138	75	Projected shortfall in income from Mooring Fees £48k and staff costs £27k.	62
Pembrey Ski Slope	282	-226	272	-243	-28	Increased income forecast in Ski instruction and admission charges	-9
Carmarthen Leisure Centre	1,207	-1,131	1,186	-1,050	59	Loss of Gym income during building refurbishment at location	64
Sport & Leisure East	209	-64	179	-65	-31	Part year vacancy	-16
Sport & Leisure General	643	-50	639	-89	-43	One off income projected during 16-17	-39
Llanelli Leisure Centre	1,117	-959	1,069	-865	46	Loss of Gym income during building refurbishment at location	-1
Pembrey Country Park	528	-581	540	-561	32	Projected income shortfall	89
Community Libraries	215	-7	187	-10	-31	Minor underspends in Staff and Premises costs across a number of the Community Libraries	-30
Mobile Library	120	0	170	0	50	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met	48
Museums General	180	0	141	0	-38	Part year vacancies	-47
Leisure Management	278	0	271	-8	-15	Numerous minor underspends	-13
Other Variance - Leisure & Recreation					-18		-9
Grand Total					452		492

Environment Department
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 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		
Business Support & Performance	847	0	-737	110	1,033	-57	-737	239	129	128
Waste & Environmental Services	23,819	-8,300	1,892	17,411	22,955	-7,347	1,892	17,501	90	124
Highways & Transportation	49,283	-31,244	8,588	26,627	48,894	-30,870	8,588	26,612	-15	80
Property	40,362	-37,518	-1,578	1,266	38,748	-35,739	-1,578	1,431	165	162
Planning	4,146	-2,558	563	2,150	3,970	-2,382	563	2,150	-0	46
GRAND TOTAL	118,457	-79,621	8,728	47,563	115,600	-76,395	8,728	47,933	369	540

Environment Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Business Support & Performance							
Departmental - Policy	595	0	756	-47	114	Severance efficiencies not fully delivered; short-term additional pay costs to support the implementation of the Business Support review.	114
Waste & Environmental Services							
Streetscene Core	754	-38	674	-2	-44	£44k underspend due to HOS post being vacant for 4 mths plus 2 vacant admin posts.	0
Environmental Enforcement	572	-24	585	-21	15	Increase in abandoned vehicles costs due to reduced scrap values.	8
Ammanford Cemetery	26	-7	18	-9	-10	Annual re-instatement work is variable	-2
Public Conveniences	509	-23	544	-25	34	Full extent of savings not yet realised - currently in year 3 of a 3 year asset transfer programme with negotiations and terms currently being concluded on the balance of the proposed transfers.	10
Cleansing Service	1,864	-52	1,941	-52	77	Previously identified efficiencies (labour and plant) have not been met due to the sustained demands on the cleansing service.	81
Green Waste Collection	0	0	73	0	73	Purchase of Wheelie bins prior to start of service 3.4.17	70
Closed Landfill Sites Nantycaws	139	0	103	0	-36	Reduced licence fee premiums from NRW and reduced operational activity that reflects the reduction in environmental risks associated with leachate control and treatment as a result of the sustained success of the new leachate treatment plant.	-9
Closed Landfill Sites Wernddu	84	0	65	0	-20	Not much work conducted on site this year	-5
Highways & Transportation							
Car Parks	1,631	-3,156	1,562	-3,020	66	More prudent estimate of car parks income, increased projection for gritting of car parks based on the last 2 months actual costs	-42
Nant y Ci Park & Ride	1	0	75	-30	44	Members decision to withdraw the service/funding in 15/16 - the modified service is currently being trialled with the Local Health Board to generate additional revenue to cover the shortfall.	44

Environment Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Street Works and Highway Adoptions	390	-334	408	-328	25	Severance in 15/16 not delivered (13k) cost of hosted streetworks system (5k) reduction in income due to depressed housing market (7k)	20
Highway Maintenance	14,370	-7,206	13,837	-6,726	-52	Reduction in vehicle costs due to fleet rationalisation (35 vehicles to 21 vehicles) plus additional income generated from internal and external projects.	-0
Public Rights Of Way	234	-11	155	-15	-83	Underspend due to vacant posts 'Countryside Access Manager' Recruitment process now underway	-34
Property							
Building Maintenance Operational	25,034	-27,470	23,628	-25,834	231	On-going review of Building Maintenance and a reduction in HRA work to be undertaken as instructed by Housing, reducing the income projection to the end of the year.	184
Operational Depots	341	-62	315	-21	16	Historic bills recently received, clarification on-going with British Gas.	17
Industrial Premises	313	-1,260	277	-1,253	-30	Forecast based on current occupancy levels which are very high and could reduce during the year.	-29
County Farms	68	-308	41	-311	-30	Entitlements reduced and rent increases implemented.	-25
Livestock Markets	37	-174	65	-227	-25	Increase in the variable turnover rent from livestock markets.	-2
Planning							
Building Control - Other	205	0	176	0	-29	Underspend as a result of staff vacancies.	-21
Minerals	253	-107	287	-194	-53	Underspend mainly due to charging out of staff to projects as a 'direct cost' and also over-achievement of other mineral related application fee income targets.	-48
Policy-Development Planning	456	-21	369	-33	-100	Underspend mainly as a result of vacant posts.	-95
Development Management	1,473	-1,252	1,311	-893	196	Overspend due to projected non-achievement of planning fee income target.	210
Waste planning monitoring report (E)	25	-25	15	-26	-11	2015/16 Underspend - WG/ Planning has agreed that specific outcomes have been achieved and that there will be no clawback of grant	0
Other Variances							
					0		95
Grand Total					369		540

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Housing Revenue Account - Budget Monitoring as at 31st December 2016

	Working Budget	Forecasted Actual	Dec 2016	Notes	Oct 2016
	£'000	£'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Expenditure					
Repairs & Maintenance					
Responsive	1,634	1,720	86		54
Minor Works	2,450	3,019	569		190
Voids	2,171	2,375	204		208
Servicing	1,583	1,550	-33	Anticipated expenditure based on profiled spend to date	-83
Drains & Sewers	235	110	-125		-94
Grounds	715	715	-0		-0
Unadopted Roads	100	100	0		0
Supervision & Management					
Employee	3,805	3,627	-178	Underspend due to vacant posts	-73
Premises	1,277	1,132	-145	Forecast underspend in electric -£34k, Gas -£77k, Rent -£28k and Water -£6k	-26
Transport	66	67	1		-11
Supplies	889	1,022	133	Forecast underspends on printing -£9k, Admin, Operational & Office Equip -£18k, Stationery -£8k and Computer hardware -£18k. Offset by an overspend in Legal and Professional fees £63k, Misc expenses £93k, Projects and Activities £12k, Telephone £9k and Subscriptions £9k	44
Recharges	1,156	1,201	45	Underachievement of rechargeable income from capitalised salaries - vacant post part year	44
Provision for Bad Debt	678	260	-418	Provision for bad debt adjustment includes an estimate for write offs based on current data available	-354
Capital Financing Cost	13,981	13,811	-170	Reduction in principal payment -£86k and interest in existing and buy-out debt £84k	-214
Central Support Charges	1,603	1,603	0		0
PRF	406	829	423	Number of major voids continues to be high. Additional expenditure incurred to ensure efficient turnaround of empty properties. This will be partly funded by direct revenue financing of £500k	500
Total Expenditure	32,750	33,142	392		184

Housing Revenue Account - Budget Monitoring as at 31st December 2016

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	Working Budget £'000	Forecasted Actual £'000	Dec 2016 Forecasted Variance for Year £'000	Notes	Oct 2016 Forecasted Variance for Year £'000
Income					
Rents	-36,061	-36,336	-275	Void loss prediction of 2.41% in current budget with a forecast loss of 1.99%	-207
Service Charges	-659	-740	-81	Forecast overachievement of service charge income	-80
Supporting People	-135	-135	0		0
Mortgage Interest	-3	-3	0		0
Interest on Cash Balances	-46	-49	-3	Increase in opening balance due to increased reserves in 2015/16 of £2m, offset by reduction in interest rate forecast	-3
Other Income	-735	-768	-33	An additional £14k commission on water rates and £19k other income	-24
Total Income	-37,638	-38,030	-392		-314
Net Expenditure	-4,888	-4,888	-0		-129

HRA Reserve	£'000
Balance b/f 1/4/16	9,121
Budgeted movement in year	4,888
Variance for the year	0
Balance c/f 31/3/17	14,009

EXECUTIVE BOARD 27TH MARCH 2017

CAPITAL PROGRAMME 2016-17 UPDATE

Purpose: To report the proposed virements and variances within the capital programme

RECOMMENDATIONS / KEY DECISIONS REQUIRED:

That the capital programme update report is received.

REASONS:

To provide Executive Board with an update of the latest budgetary position for the 2016/17 capital programme, as at the 31st December 2016.

Relevant scrutiny committees to be consulted YES

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. David Jenkins (Resources)

Directorate: Corporate Services Name of Head of Service: Owen Bowen Report Author: Owen Bowen	Designation: Head of Financial Services	Tel No. 01267 224886 E Mail Address: OBowen@carmarthenshire.gov.uk
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EXECUTIVE SUMMARY

EXECUTIVE BOARD

27th March 2017

CAPITAL PROGRAMME 2016-17 UPDATE

This report provides members with an update on the Capital programme spend against budget for 2016/17 as at the 31st December 2016.

Member Approved Virement

Public Housing

Adaptations for the Disabled: £367.5k vired from the Housing Development Programme to support the increase within the Adaptations for the disabled programme. This virement is reflected within the appendices.

Variances

Appendix A which is shown departmentally, shows a forecasted net spend of £46,037k compared with a working net budget of £67,676k giving a **£-21,639k** positive variance. The variance will be slipped into future years with schemes being re-profiled, as the funding is required to ensure that the schemes are completed.

Appendix B details the main variances within each department.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

<p>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 :</p>						
Signed: O. Bowen		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	YES
<p>Finance</p> <p>The capital programme shows a net positive variance of £-21,639m, which will be incorporated into the 2017/18 capital programme.</p> <p>The variance between the £27m million external income budget and the projected actual income of £22k is explained by the fact that external grants are claimed retrospectively and it will, therefore, be received in future years, once the expenditure that has slipped is incurred.</p>						
<p>Physical Assets</p> <p>The capital programme will have an impact on the physical assets of the Authority.</p>						

CONSULTATIONS

<p>I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below</p>		
Signed: O. Bowen		Head of Financial Services
<p>1. Scrutiny Committee Relevant Scrutiny Committees will be consulted.</p> <p>2. Local Member(s) N/A</p> <p>3. Community / Town Council N/A</p> <p>4. Relevant Partners N/A</p> <p>5. Staff Side Representatives and other Organisations N/A</p>		
<p>Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:</p>		
Title of Document	File Ref No.	Locations that the papers are available for public inspection
2016-17 Capital Programme		Corporate Services Dept, County Hall, Carmarthen

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Capital Programme 2016/17

Capital Budget Monitoring - Report for December 2016

	Working Budget			Forecasted			Variance for Year £'000
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
DEPARTMENT							
COMMUNITIES							
- Public Housing	16,489	-6,025	10,464	14,813	-6,025	8,788	-1,676
- Private Housing	3,229	-410	2,819	3,475	-1,035	2,440	-379
- Social Care	2,565	0	2,565	575	0	575	-1,990
- Leisure	3,873	-1,050	2,823	567	-60	507	-2,316
ENVIRONMENT	26,011	-3,515	22,496	21,628	-2,173	19,455	-3,041
EDUCATION & CHILDREN	25,207	-9,982	15,225	18,658	-9,983	8,675	-6,550
CORPORATE SERVICES	1,882	-72	1,810	1,121	-72	1,049	-761
CHIEF EXECUTIVE							
- Regeneration	15,454	-5,980	9,474	7,425	-2,877	4,548	-4,926
TOTAL	94,710	-27,034	67,676	68,262	-22,225	46,037	-21,639

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Capital Programme 2016/17								
Capital Budget Monitoring - Report for December 2016 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
COMMUNITIES								
- Public Housing	16,489	-6,025	10,464	14,813	-6,025	8,788	-1,676	
Fuel Switch - Gas Infrastructure	248	0	248	70	0	70	-178	Delays with British Gas on installation of pipeline. It is anticipated that this will be completed during 2017/18.
Internal Refurbishment	2,733	0	2,733	3,150	0	3,150	417	Opportunity taken to bring previously declined works up to CHS+, primarily when they become vacant.
Housing Minor Works	501	0	501	605	0	605	104	Additional pressures identified during year including urgent roofing replacement, cavity insulation failures and major structural works.
Rendering and External Works	1,692	0	1,692	1,140	0	1,140	-552	Budget being re-profiled to reflect current delivery - funding to slip to 2017/18
Re-Roofing - Council Dwellings	917	0	917	1,011	0	1,011	94	Budget being re-profiled to reflect current delivery
Environmental Works Project	380	0	380	273	0	273	-107	The number of projects identified are fewer than in previous years.
Housing Development Programme (New builds & Stock Increase Programme)	6,054	0	6,054	4,587	0	4,587	-1,467	Housing Development programme has been re-profiled to take account of Phase 1 new build starting in March 2017. We are projected to deliver significantly more than the 2016/17 target, of an additional 160 affordable homes by end of March 2017, by delivering a wide variety of solutions. As an example, the stock increase programme has been hugely successful with £3.9m being spent to purchase 37 homes, including homes that have been adapted to meet specific needs.
Other Projects with Minor Variances	3,964	-6,025	-2,061	3,977	-6,025	-2,048	13	
			0			0		
- Private Housing	3,229	-410	2,819	3,475	-1,035	2,440	-379	
Emergency Repairs Assistance	624	0	624	286	0	286	-338	Delays with agreeing proposes with legal, debtors and external partners. There are a number of applications within system that would fully commit the remaining budget. It is anticipated that the slippage will be fully spent within 17/18.
County Wide Steelwork Repair loans	51	0	51	1	0	1	-50	Low take up of loan offer by private householders to date.
Other Projects with Minor Variances	2,554	-410	2,144	3,188	-1,035	2,153	9	
			0			0		
- Social Care	2,565	0	2,565	575	0	575	-1,990	
Learning Disabilities Accomodation Developments	228	0	228	0	0	0	-228	Options are being considered for the location of future learning disability provision as part of a TIC review of the service.
Carmarthen Area Extra Care	577	0	577	344	0	344	-233	Contingencies included in contract not fully utilised - final sum yet to be agreed - Savings identified.
Ammanford / Llandybie Extra Care	260	0	260	161	0	161	-99	Contingencies included in contract not fully utilised - final sum yet to be agreed - Savings identified.
Extra Care - Llanelli Area	1,500	0	1,500	70	0	70	-1,430	Options/Appraisals being considered for potential scheme

Capital Programme 2016/17

Capital Budget Monitoring - Report for December 2016 - Main Variances

DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
			0			0		
- Leisure	3,873	-1,050	2,823	567	-60	507	-2,316	
Countryside Recreation & Access	676	-300	376	101	-52	49	-327	Monies being retained for potential grant match funding.
Carmarthen Museum - Abergwili	750	0	750	22	0	22	-728	£250k planned match funding for 2017/18 for Tywi Gateway. Remainder planned match funding for HLF bid, scheme has reprofiled.
Carmarthenshire Archives Relocation	250	0	250	50	0	50	-200	Design development 2016/17 with construction timetable to follow. Likely slippage to 2017/18.
Carmarthen Park Velodrome	286	0	286	70	0	70	-216	Currently surface testing. Tenders Dec'16, works scheduled for Summer 2017. Fees and consultancy works only this year.
Burry Port Harbour Dredging	400	0	400	90	0	90	-310	Report has been presented to community scrutiny - Jan 2017 on potential dredging solutions. Works to be completed in 2017/18.
Closed Circuit Track	500	0	500	22	0	22	-478	Some initial fees for testing and consultancy works will be incurred this financial year. Final site selection for the facility will require political endorsement with anticipated completion in 2017/18.
Pembrey Country Park - Strategic Infrastructure Development	1,000	-750	250	193	0	193	-57	Works to the play area in 16/17. Remaining spend on new toilet and shower block is likely to be carried out in 17/18.
Other Projects with Minor Variances	11	0	11	19	-8	11	0	
			0			0		
ENVIRONMENT	26,011	-3,515	22,496	21,628	-2,173	19,455	-3,041	
Murray Street Car Park, Llanelli - Exp	149	0	149	75	0	75	-74	Expenditure profile being planned in accordance with whole of life care plan. Funding required for future year maintenance.
Bridge Strengthening & Replacement	200	0	200	78	0	78	-122	Scheme delays owing to land issues - funding will be slipped to 2017/18.
Towy Valley Cycleway - Abergwili to Nantgaredig	700	-632	68	483	-483	0	-68	Scheme delays owing to land issues - Internal funding to be slipped to 2017/18 in order to fully utilise the LTF grant in 2016/17.
Cross Hands Economic Link Road Phase 2	946	-716	230	240	-240	0	-230	Scheme delays owing to land issues -funding to be slipped to 2017/18. Expenditure on LTF grant to be maximised.
Solar Panels Project	1,500	0	1,500	903	0	903	-597	Owing to local Grid capacity constraints and structural issues. A further phase of the project is to be explored to potentially incorporate solar panels with battery storage. Funding to be slipped to 2017/18.
Pantyglyn Retaining Wall, Llanybydder (Principal Road A485)	400	0	400	13	0	13	-387	Delay in progressing scheme because of the need to undertake advanced clearing works prior to detailed surveys. This will be slipped to 2017/18.
Rural Estates Capital Schemes	300	0	300	30	0	30	-270	Delay in design & procurement of works - buildings will be occupied by animals over winter months, therefore expenditure will slip to 2017/18.
Capital maintenance	3,647	0	3,647	3,505	0	3,505	-142	Delay in design & procurement of works as time pressures on workforce. This will be slipped to 2017/18.
Glanamman Industrial Estate Redevelopment	1,000	0	1,000	55	0	55	-945	Delay at procurement and design stage - works to be completed 17/18.
East Gate Development	414	0	414	260	0	260	-154	Additional external funding secured.
Other Projects with Minor Variances	16,755	-2,167	14,588	15,986	-1,450	14,536	-52	

Capital Programme 2016/17								
Capital Budget Monitoring - Report for December 2016 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
			0			0		
EDUCATION & CHILDREN	25,207	-9,982	15,225	18,658	-9,983	8,675	-6,550	This positive variance will be applied to future projects within the MEP programme.
Education DDA Act Works	131	0	131	240	0	240	109	Number of DDA requests higher than anticipated (Statutory function).
Ffwrnes - New Two Form Entry School	943	0	943	190	0	190	-753	Savings on project - final costs less than originally budgetted for.
Dinefwr Project - Dyffryn Aman	323	0	323	165	0	165	-158	To be slipped to pay for retentions due in 2017-18.
Dinefwr Project - Ysgol Bro Dinefwr	1,256	0	1,256	965	0	965	-291	To be slipped to pay for retentions due in 2017-18.
Ysgol Pen Rhos CP School - New Two Form Entry (Formerly Seaside)	3,333	0	3,333	2,750	0	2,750	-583	Welsh Government delay with approval of Business Case. Slip to 2017/18.
Llangadog - Major Redevelopment	2,041	0	2,041	249	0	249	-1,792	Delay owing to change in brief for the Cwm Tywi Area. Slip to 2017/18.
Ysgol Trimsaran - New School Building	3,924	0	3,924	3,000	0	3,000	-924	Works on site delayed due to tender process with contractor. Slip to 2017/18.
Ysgol Y Strade - Phase 1	202	0	202	372	0	372	170	Additional roof works
Llandeilo Primary	107	0	107	50	0	50	-57	Scheme delayed in programme - slippage, no impact on overall scheme cost
Ammanford Primary	99	0	99	20	0	20	-79	Scheme delayed in programme - slippage, no impact on overall scheme cost
Parc Y Tywyn Band A	3,526	0	3,526	1,100	0	1,100	-2,426	Due to original projection of spend being optimistic - re-profile required
Llanelli Vocational Village	484	0	484	1,239	0	1,239	755	Additional works funded by school
Laugharne - Transfer Double Mobile Classroom	237	0	237	40	0	40	-197	Mobile classroom no longer required - Design works ongoing for main scheme.
Rhydygors - Refurbishment/Re-configuration	200	0	200	10	0	10	-190	Design costs in year lower than anticipated - no impact on overall scheme cost
Pontyberem CP - Refurbishment/Re-configuration	400	0	400	100	0	100	-300	Design costs in year lower than anticipated - no impact on overall scheme cost
Rhys Prichard Relocation	0	0	0	100	0	100	100	New scheme introduced into MEP Programme
Ysgol Coedcae - Phase 1	4,225	0	4,225	3,150	0	3,150	-1,075	Works progressing on site, lower spend in year than anticipated, re-profile required, no impact on overall scheme cost.
St John Lloyd	405	0	405	1,300	0	1,300	895	Business Case completed and approved ahead of schedule, works have progressing well to date
Ysgol Dewi Sant	223	0	223	300	0	300	77	Initial site selection and design works being carried out ahead of schedule
Other Projects with Minor Variances	3,148	-9,982	-6,834	3,318	-9,983	-6,665	169	
			0			0		
CORPORATE SERVICES	1,882	-72	1,810	1,121	-72	1,049	-761	
IT Strategy Developments	1,805	0	1,805	1,044	0	1,044	-761	Various projects on hold pending review of collaboration opportunities
Other Projects with Minor Variances	77	-72	5	77	-72	5	0	

Capital Programme 2016/17

Capital Budget Monitoring - Report for December 2016 - Main Variances

DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
			0			0		
CHIEF EXECUTIVE			0			0		
- Regeneration	15,454	-5,980	9,474	7,425	-2,877	4,548	-4,926	
Rural Enterprise Fund	2,000	-1,000	1,000	500	-250	250	-750	Funds committed at stage 1, some projects will commence construction in 2016/17 majority in 17/18
Transformation Commercial Property Development Fund	3,330	-1,830	1,500	0	0	0	-1,500	Fully committed at stage 1 but project delivery will be in 2017-18
Health & Safety Remediation Works	100	0	100	24	0	24	-76	Works identified during assessments in 2016/17 will be delivered in 2017/18. The budget is required to meet associated costs.
Opportunity Street (Llanelli)	445	0	445	935	-740	195	-250	Building works will continue beyond March and into 2017/18. Funds are required to meet associated costs. All WG funding will be drawn down by the end of March with the full grant allocation being secured as per target.
Building for the Future - Llanelli Area	925	0	925	868	0	868	-57	Budget is aligned with VVP project and new pipeline funding for building acquisitions. We continue to await WG confirmation of process for the buildings for the future scheme.
Pembrey Peninsula Study	100	0	100	25	0	25	-75	Part of study will be completed this financial year. Further works will continue into 2017/18 with the budget required to meet associated costs.
Llanelli Regeneration Plan	100	0	100	50	0	50	-50	Works will have commenced 2016/17 and will continue beyond March into 2017/18. Funds required to meet associated costs
Laugharne Carpark	220	0	220	26	0	26	-194	Further tests required following results of ground conditions report. Construction delivery now expected in 17/18
Pendine Iconic International Visitors Destination	1,300	0	1,300	724	-30	694	-606	Profile to be adjusted as increased drawdown of Welsh Government Funding expected in 16/17. Land acquisition costs also expected in 17/18 and not 16/17 as profiled. Funding required to ensure project delivery over the next three financial years.
Ammanford Town Centre Regeneration	446	0	446	97	0	97	-349	Budget to support the Ammanford Regeneration Development Grant. Applications received and due to be committed in 2016/17. However project delivery will be in 2017/18 and funding paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet these commitments.
Cross Hands East Enabling Fund	850	0	850	0	0	0	-850	Subject to final scheme approval and linked to anticipated WG funding package (Property Development Fund). Applications have been sought and decision on Stage 1 grant allocations will be made March/April. Project delivery will be in 2017/18 and funds will be paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet this commitment
Margaret St - Retaining Wall & Road Widening	230	0	230	60	0	60	-170	The construction of the new retaining wall is currently being undertaken and scheduled to complete end of March 2017 however the road widening element will be undertaken in 17/18 to tie in with the proposed private sector led redevelopment of the site.
Other Projects with Minor Variances	5,408	-3,150	2,258	4,116	-1,857	2,259	1	
TOTAL	94,710	-27,034	67,676	68,262	-22,225	46,037	-21,639	

EXECUTIVE BOARD MEETING 27TH MARCH 2017

INCOME AND CHARGING POLICY

Purpose: To consider a draft Income and Charging Policy for the Council which will be used to underpin the development of a more strategic and commercial approach to the Councils income generation and debt recovery processes.

Recommendations / key decisions required:

To consider a Corporate Income and Charging Policy for the Authority.

Reasons:

To support the development of a more strategic and commercial approach to the Councils income generation and debt recovery processes and to support the Council in meeting its financial challenges in the short, medium and long term.

Relevant scrutiny committee to be consulted NO

Exec Board Decision Required YES

Council Decision Required YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Councillor David Jenkins (Resources)

Directorate	Designations:	Tel Nos/E Mail Addresses:
Chris Moore	Director of Corporate Services	01267 224522
Report Author:		CMoore@carmarthenshire.gov.uk
Tracey Thomas	Principal Business Development Officer	01267 246202
		TrThomas@carmarthenshire.gov.uk

EXECUTIVE SUMMARY EXECUTIVE BOARD MEETING

27TH MARCH 2017

INCOME AND CHARGING POLICY

1. SUMMARY OF PURPOSE OF REPORT.

Background:

- It has been previously raised to undertake a review of the authority's approach to income and charging and that this should be carried out as part of the TIC Programme.
- An Income and Charging Steering Group was established to oversee the review with the 'aim of examining the potential for increasing income from fees and charges and reviewing the robustness of current income collection and debt recovery processes'.
- One of the initial findings from the group was that there was a need to adopt a more strategic approach to its income and charging activities and that this should be supported through the development of a Corporate Income and Charging Policy.
- One of the aims of the policy is to provide a set of key principles which will be used to underpin the authority's approach to income and charging and to further develop a more commercial approach to these activities.
- The policy will act as source of reference for services when looking to introduce new, or review their existing charges, and also set out expectations in respect of the robustness of its income collection and debt recovery processes.
- The policy/principles has been subject to extensive consultation including DMT's, Heads of Service forum and TIC Programme Board.
- The WAO Local Government Study: Charging for services and generating income by Local Authorities has been presented to [Audit Committee 6th January 2017](#) and the principles of this policy links into the WAO study.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

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

Signed: Chris Moore (Director of Corporate Services)

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

1. Policy, Crime & Disorder and Equalities

- One of the initial findings from the TIC Income and Charging Group was that there was a need to adopt a more strategic approach to its income and charging activities and that this should be supported through the development of a Corporate Income and Charging Policy. One of the aims of the policy is to provide a set of key principles which will be used to underpin the authority's approach to income and charging and to further develop a more commercial approach to these activities. The policy will act as source of reference for services when looking to introduce new, or review their existing charges, and also set out expectations in respect of the robustness of its income collection and debt recovery processes. The policy/principles has been subject to extensive consultation including DMT's, Heads of Service forum and TIC Programme Board.

2. Legal

- The policy aims to comply with and adhere to Welsh Government legislation in respect of income generation and charging for services.

3. Finance

The attached policy and action plan aims to further develop the Council's income generation and recovery processes with the overall aim of helping the Council respond to the on-going financial challenges facing the organisation.

CONSULTATIONS

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

Signed: Chris Moore

Director of Corporate Services

1. Scrutiny Committee

N/A

2. Local Member(s)

N/A

3. Community / Town Council

N/A

4. Relevant Partners

N/A

5. Staff Side Representatives and other Organisations

N/A

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

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

THERE ARE NONE

Corporate Income and Charging Policy

March 2017



Carmarthenshire County Council
Corporate Income and Charging Policy

Policy Framework:

This policy establishes guiding principles for income generation and charging for services provided by Carmarthenshire County Council.

It aims to embed the principle that *income from charges should be maximised, whilst avoiding adverse consequences on other services, or corporate objectives.*

This policy supports our Corporate Strategy; which sets out the Council's strategic priorities and aspirations and outlines what we plan to do to achieve our vision for Carmarthenshire, and our Community Plan to promote economic, social and environmental well-being.

This policy also fits with our Priority Based Budgeting to ensure that finances are closely aligned to service priorities and supports our Transform, Innovate and Change (TIC) Programme to '*achieve a sustainable financial future through transformation, innovation and change.*'

Purpose of the policy:

The Policy has been developed to ensure that all fees, charges and concessions for services are understood and are transparent.

It aims to apply all charges consistently across the County unless the Council has made a decision to the contrary based on a business case to do so. The Council is reliant upon income to undertake any of its services and it is therefore crucial that fees, charges and concessions are set and applied correctly. All services must comply with this Policy when setting and reviewing fees, charges and concessions.

Background:

There has been a great deal of uncertainty as to the legality of establishing charges, where legislation does not expressly permit this. The key development in this area was the Local Government Act 2003, which enabled Local Authorities to charge for 'discretionary services' (Services which the Council is allowed, but not compelled to provide), unless there were pre-existing statutory directions that limited charge levels, or prevented charging.

Although not quite giving a 'power of general competence' to Councils, the Local Government Act 2000 is supportive of the development of new services (for which a charge can be attached), provided regard is given to the Councils Community Strategy and local well-being plan, since it allows authorities to do anything they consider likely to improve the economic, social or environmental wellbeing of their area.

'Charging' has also risen in prominence due to the efficiency savings agenda of the Welsh Government 'Making the Connections' Strategy. The Authority has adopted a positive stance in relation to this Strategy with a mechanism known as 'Priority Based Budgeting' to ensure that finances are closely aligned to service priorities. An increase in income from charges has an important role to play in ensuring sound and sustainable finances; Priority Based Budgeting can ensure this is directed to where the service need is greatest.

For some services charges are mandatory and the fee is set nationally, while for other services the Council is expressly prohibited from charging. However, the Local Government Act 2003 gave Local Authorities the general power under section 93 to charge for discretionary services which are not covered by any other legislation with the following restrictions:

- The income from charges for a service should not exceed the cost of providing that service (over a 'reasonable' but unspecified period)
- The recipient of the service must have agreed to its provision and agrees to pay for it.
- Charges may be set differentially, so that different people are charged different amounts.

The Local Authorities (Goods and Services) Act 1970 allows Local Authorities to provide services for other Local Authorities and to make a profit. This should be used wherever possible.

Key Charging Principles:

1. All income and charges should be linked to the strategic objectives of the Council.
2. Aim to provide a charge for all services where it is legal and appropriate to do so unless the Council has made a decision to the contrary.
3. Aim to apply all charges consistently across the County unless the Council has made a decision to the contrary based on a business case to do so.
4. Services should only be subsidised when there is a clear case to do so based on equity and access to services or targeted at specific individuals, groups and/or households. The case will need to be made for all such circumstances in line with the Council's strategic objectives and regularly reviewed.
5. If introducing a new charge or making changes to existing charges the Council will engage and consult with relevant stakeholders in order to inform an impact assessment. All charges to increase annually by rate of inflation unless business case dictates otherwise.
6. When providing services on a commercial basis ensure Council competes with market rate.
7. Charges and methods of payment should be clearly communicated to all stakeholders.

8. Ensure appropriate arrangements are in place within services to collect all income and manage debt in a timely manner, unless there is a decision by the Council to the contrary.
9. Ensure the charging scheme is cost effective to operate.
10. All service cost recovery should include central overheads (including interest and administrative costs where applicable).
11. Ensure all appropriate methods for making payments and generating income are developed recognising the advancement of Technology.
12. Ensure all venues open to the public where appropriate can accept payments (and bookings) for all Council services.
13. Develop online payment methods and accessibility of services to complement existing arrangements.

Detailed Principles:

Charging:

We will provide a charge for all services where it is legal and appropriate to do so unless:

- There is a statutory reason preventing the setting of charges
- The costs of collecting a charge outweighs the costs providing the service
- There is an impact or a cost introduced elsewhere due to the charging. For example, flying tipping as a result of excessive levels of charging for Bulky Waste Collections.
- It is not linked to the strategic objectives of the Council.
- A specific exemption has been agreed by the Executive Board not to charge or to recover the full cost.

How much?

Where a decision has been made to charge we will set the charge:

- To achieve full cost recovery unless there are legal, strategic or contractual reasons for not doing so.
- The level of charges should be compared with those of other public, private and third sector services to ensure they reflect current market value. If pricing decisions are made independently of current and future market conditions there is a risk of under or over supplying a service to the public.
- Full use of differential charging, discounting and other alternative pricing structures should be made to maximise commercial benefit and target service take-up amongst particular groups.
- The impact of charges on specific groups of users and the wider population needs to be fully understood to ensure continued access to services, management of

unintended consequences (for example on the local economy, on anti social behaviour)

- Generate enough income so that the service meets its costs. If a service does not meet its costs this should be as a result of conscious decision, consistent with the Councils Strategic objectives. Otherwise the service is effectively being subsidised by Council Tax payers.
- When providing services on a commercial basis we must ensure that the Council responds in a timely manner to market changes.

Income Collection:

We will:

- Use cost effective methods of payment and collecting charges.
- Communicate our charges and methods of payments clearly to all stakeholders.
- Ensure all avenues for making payments and generating income are developed.
- Ensure all Council venues open to the public can accept payments (and bookings) for all Council Services.
- Develop online payment methods and accessibility of services to complement existing payment arrangements.
- Ensure appropriate arrangements are in place within services to collect all income and manage debt, unless there is a decision by the Council to the contrary.
- Ensure customers who fail to pay fees and charges, or fail to carry out a statutory requirement, shall be liable for the full cost of enforcement by the Council.
- Actively pursue non payment of any charges and fees.

Deciding whether to subsidise:

A decision to subsidise a Service needs a clear rationale which is likely to be:

1. Providing a public good
2. Encouraging Service Take-up

The financial impact of subsidy decisions on the Authority needs to be identified, both individually and collectively and actively managed and reviewed.

In deciding whether to subsidise services which are also provided by other suppliers on a fully commercial basis, the potential distortion to competition (as set out in EU State Aid regulations) must be fully considered, and expert legal advice sought where appropriate.

The overall level and profile of service subsidy agreed by the Council must be made publicly available.

Concessions:

There are two types of concessions:

- Mandatory and determined by Statute
- Discretionary which are wholly within the power of the Council.

Discretionary concessions should only be granted if they:

- Promote equity and increase access to services
- Are based on ability to pay
- Are targeted at specific individuals and/or households.

A business case is required if any new concession scheme is needed and will be approved by the Director of Corporate Services or delegated officer. This will assure that concession schemes are applied in a consistent and transparent approach across all Council Services.

The impact of concession schemes should be monitored, reviewed and evaluated.

A register of concessions should be established, covering eligibility, the nature of the concession, rationale, services affected, responsibility for managing, and business rules.

Trading:

Services with the ability to achieve full cost recovery on a consistent basis should be encouraged to operate more commercially in order to reduce dependence on revenue support.

This will be done by the preparation of a robust business case following Welsh Government statutory guidance, and approval in the first instance by the Director of Corporate Services in conjunction with Head of Administration and Law, prior to being put forward for approval by the Council Members.

Income collection of wider Council Strategies:

The impact on current and future income should be fully considered when decisions to commission service provision outside the Council are being taken.

Procedure for introducing or changing fees, charges and concessions:

All new and existing income proposals need to be taken forward through a business case approach to include a clear rationale for charging, the development of charging options, modelling of net benefits, impact and risks.

Heads of Service will be responsible for setting and reviewing charges in their respective Service Area and ensuring that the rates at which charges are set work towards achieving full cost recovery.

Charges and concessions set will be challenged by CMT and approved by the relevant Scrutiny Committee and Executive Board.

Monitoring and reviewing:

To enhance the Income Governance arrangements the following steps will be taken (these will enable the Authority to manage income transparently and make effective decisions):

- All fees and charges will be set to increase annually by the rate of inflation (CPI Rate) utilised in the budget preparation unless a business case dictates otherwise.
- Reviews of all fees and charges will be undertaken as an integral part of the budget process each year and evidenced.
- Maintaining a corporate fees and charges register as a central point of reference.
- In year monitoring of Income Generation to go forward to CMT on a regular basis.
- Any deviation from applying the set fees and charges can only be done with explicit approval or delegation of discretion.

Impact on Equality

The Council is committed to ensuring equality of access to all of its services. The Authority's Impact Assessment process (including any appropriate consultation) must be applied for any income generation opportunities under the Policy so that equality impact is clearly understood before a decision is made. <\\ntcarmcc\cfp\Management\Working Groups\Corporate\Equalities Working Group\Equality Impact Assessments\Priority Based Budgeting\2016-17\Final EIA Form October 2013.doc>

Other Service Policies

The Corporate income and Charging Policy is further supported by the Wales Audit Office Report dated 10th November 2016 'Charging for services and generating income by local authorities':

<https://audit.wales/system/files/publications/income-generation-2016-eng.pdf>

Approval and review of this policy

This policy is subject to approval by Executive Board. The Policy will be reviewed periodically by the Director of Corporate Services with the Head of Administration and Law.

If you require this publication in an alternative format please contact Tracey Thomas, Principle Business Development Officer, Corporate Services 01267 246202 or email TrThomas@carmarthenshire.gov.uk.

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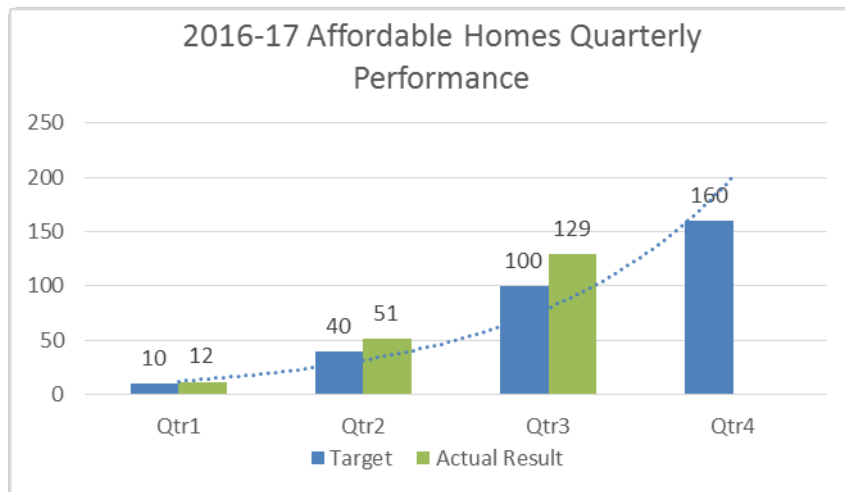
EXECUTIVE BOARD 27TH MARCH, 2017

AFFORDABLE HOMES DELIVERY PLAN - OUR PERFORMANCE

Purpose:

The Affordable Homes Delivery Plan has set a clear target of delivering over 1,000 additional homes over the next five years. During the first year of delivery, 2016/17, we set a target of 160 additional homes. The purpose of this report is to show how well we have already performed this year with our performance in quarter 3, nearly 30 homes ahead of target.

Our performance so far this year.....



Recommendations / key decisions required:

- To note the excellent performance already made in 2016/17, our first year of delivery.
- To recognise that at the end of quarter 3, we have delivered 129 additional affordable homes across the County.
- To note that our performance in quarter 3 exceeded the target set by nearly 30 homes.
- To note that we are well on our way to exceed the target of 160 homes set for 2016/17, our first year of delivering additional affordable homes across the County.

Reasons:

- To confirm that there is a robust framework in place to monitor and manage our performance.

Relevant scrutiny committee to be consulted : NO

Exec Board Decision Required	For Information
Council Decision Required	NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Linda Evans (Housing)

Directorate	Designations:	Tel Nos./ E Mail Addresses:
Communities		
Name of Head of Service: Robin Staines	Head of Housing & Public Protection	(01267) 228960 RStaines@carmarthenshire.gov.uk
Report Authors: Jonathan Morgan	Housing Services Manager	(01554) 899285 JMorgan@carmarthenshire.gov.uk
Rachel Davies	Providing More Homes Lead	(01554) 899202 Ramdavies@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

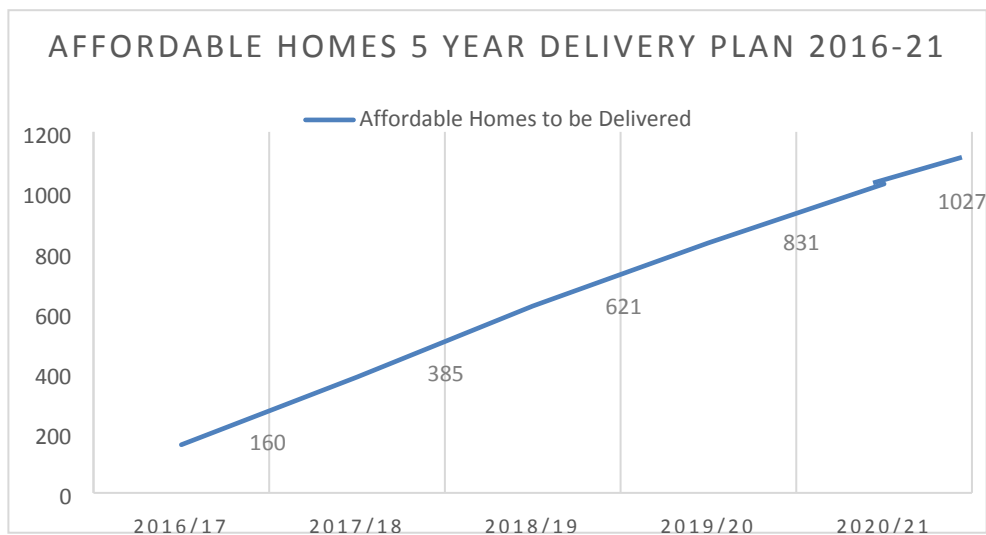
EXECUTIVE BOARD

27TH MARCH 2017

AFFORDABLE HOMES DELIVERY PLAN - OUR PERFORMANCE

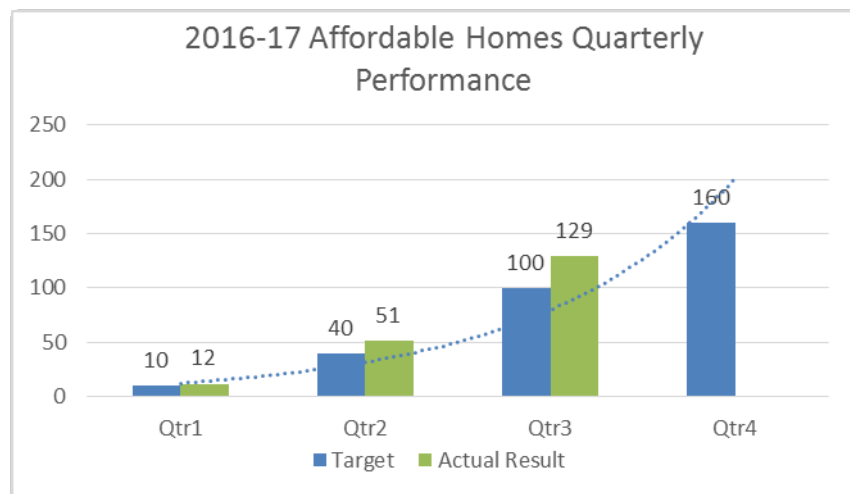
The Affordable Homes Delivery Plan has set a clear target of delivering over 1,000 additional homes over the next five years. We will increase the supply of affordable homes using a range of cost effective, innovative solutions targeting areas in the greatest housing need across the County.

The 5 year plan for delivering over 1,000 affordable homes across the County.



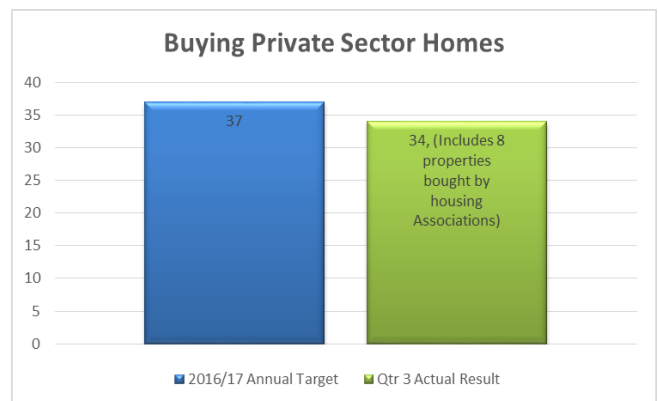
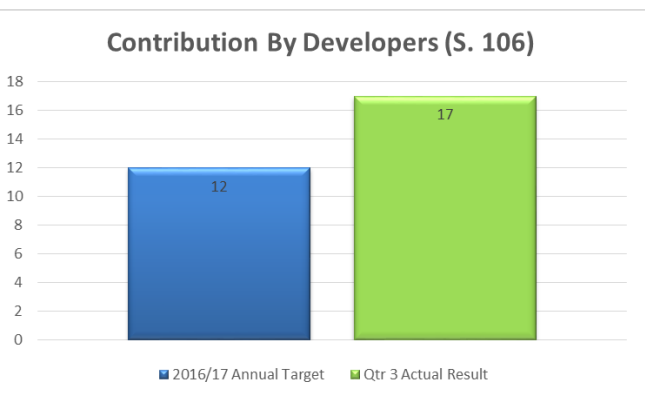
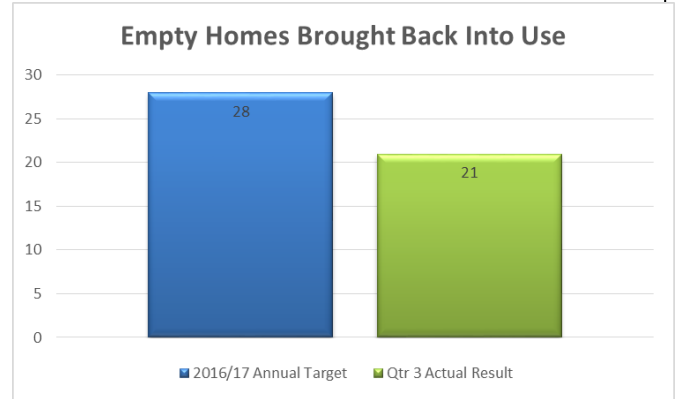
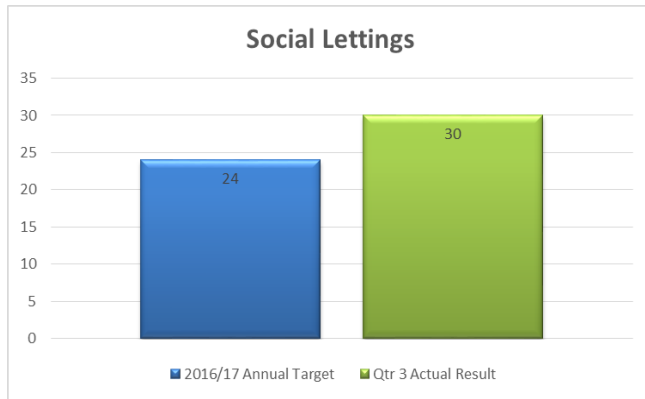
2016/17 is our first year of delivery, with the annual target set at 160 affordable homes.

The graph shows forecasted 2016/17 quarterly targets (Blue) and actual results (Green).



By the end of quarter 3 this year we have already delivered 129 affordable homes, exceeding our target by nearly 30 homes. Our excellent performance so far this year will ensure that we exceed our target of 160 additional homes.

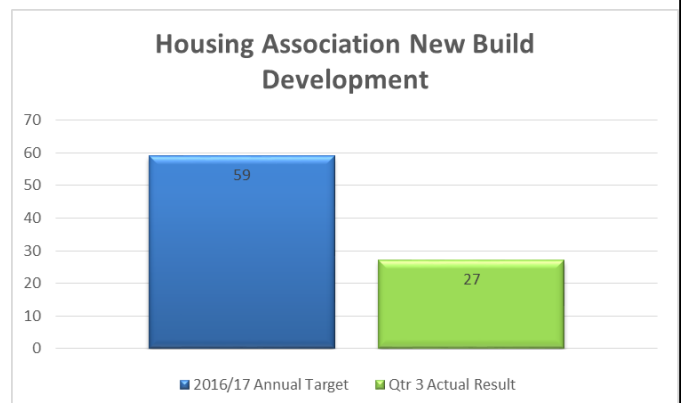
The 129 homes delivered by solution are summarised in the graphs below



Council New Build

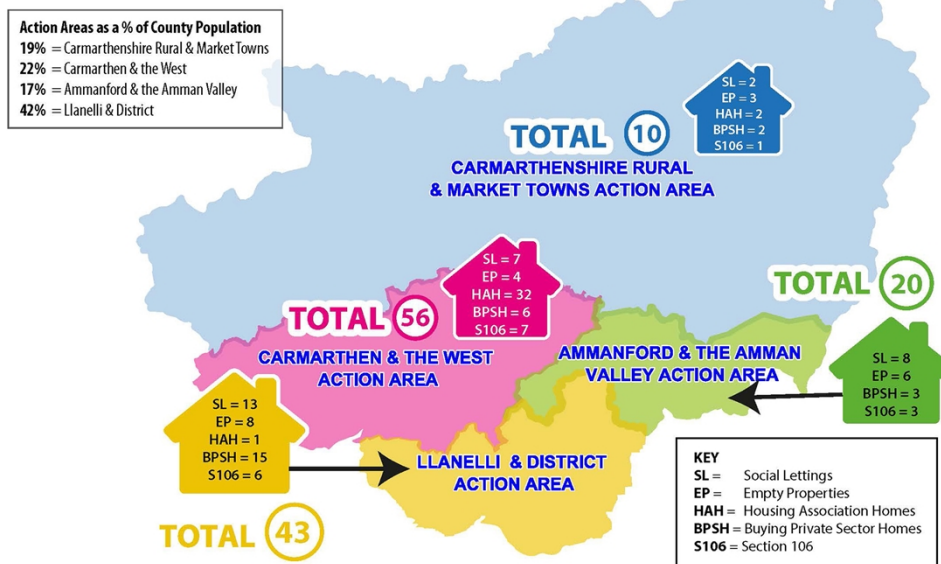
7 HRA sites identified for Council new build. Funding secured for 61 homes on the first 4 sites.

Works expected to start in Feb/March 2017



The delivery of affordable homes is county wide, targeting areas of greatest housing need. The map below confirms where the additional homes have been provided by action area and solution.

Affordable Homes Performance - Quarter 3, 2016/17
129 Affordable Homes Delivered



Recommendations:

- To note the excellent performance already made in 2016/17, our first year of delivery.
- To recognise that at the end of quarter 3, we have delivered 129 additional affordable homes across the County.
- To note that our performance in quarter 3 exceeded the target set by nearly 30 homes.
- To note that we are well on our way to exceed the target of 160 homes set for 2016/17, our first year of delivering additional affordable homes across the County.

DETAILED REPORT ATTACHED?	NO
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IMPLICATIONS

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

Signed: **Robin Staines**

Head of Housing & Public Protection

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE <small>(report for information only)</small>	NONE <small>(report for information only)</small>	NONE <small>(report for information only)</small>	NONE <small>(report for information only)</small>	NONE <small>(report for information only)</small>	NONE <small>(report for information only)</small>	NONE <small>(report for information only)</small>

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. Scrutiny Committee - n/a
2. Local Member(s) - n/a
3. Community / Town Council - n/a
4. Relevant Partners - n/a
5. Staff Side Representatives and other Organisations - n/a

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

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

THERE ARE NONE

**EXECUTIVE BOARD
27TH MARCH 2017**

**CARMARTHENSHIRE COUNTY COUNCIL
ENVIRONMENT ACT FORWARD PLAN**

The purpose of this plan is to demonstrate the Council's compliance with the Biodiversity and Resilience of Ecosystems Duty set out in the Environment (Wales) Act 2016. The submission of this Forward Plan to the Welsh Government by 31st March 2017 is set out in the legislation, as is the requirement to report on the delivery of this plan to the Welsh Government in 2019.

Recommendations / key decisions required:

That Executive Board adopt the draft Environment Act Forward Plan attached, publish it, and submit it to the Welsh Government, as required under the Environment Act (Wales) 2016.
That Executive Board commit to reporting on the delivery of this plan to the Welsh Government in 2019.

Reasons:

The requirement that Local Authorities publish and submit their Environment Act Forward Plans to the Welsh Government by 31st March 2017 is set out in Part 1 Section 6 of the Environment (Wales) Act 2016.

Relevant scrutiny committee consulted- YES - Environment and Public Protection, 3/3/17.

Scrutiny Committee recommendations / comments: Refer to Consultation

Exec Board Decision Required	YES
Council Decision Required	NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. P A Palmer (Communities)

Directorate:	Designations:	Tel Nos. / E-Mail Addresses:
Environment		
Name of Head of Service: LI Quelch	Head of Planning Services	01267 228918 LQuelch@carmarthenshire.gov.uk
Report Author: R Carmichael	Rural Conservation Manager	01267 228727 RACarmichael@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

27TH MARCH 2017

CARMARTHENSHIRE COUNTY COUNCIL ENVIRONMENT ACT FORWARD PLAN

BRIEF SUMMARY OF PURPOSE OF REPORT

The purpose of the report is to bring to the attention of the Executive Board the requirement under the Environment (Wales) Act 2016 that all public bodies '*must seek to maintain and enhance biodiversity in the proper exercise of their functions and in doing so promote the resilience of ecosystems*'. This new duty is termed the Biodiversity and Resilience of Ecosystems Duty. It strengthens the Biodiversity Duty placed on public bodies under the Natural Environment and Rural Communities Act 2006.

To demonstrate their commitment to this new duty, all public bodies in Wales, including Local Authorities are required to prepare and publish an Environment Act Forward Plan setting out how they intend to comply with the new Biodiversity and Resilience of Ecosystems Duty. A draft Forward Plan for Carmarthenshire County Council is attached. The Executive Board's decision to progress with both the adoption and the delivery of this plan is required. It is a requirement of the Act that this Forward Plan is submitted to the Welsh Government by 31st March 2017.

In order to comply with the Environment (Wales) Act 2016 and the Biodiversity and Resilient Ecosystem Duty set out within it, the Authority, as a public body will need to review its plans, policies and working methods, across all directorates, to ensure that that it is complying with its duty to maintain and enhance biodiversity and to promote ecosystem resilience. This first Forward Plan sets out the actions that will be taken within the Authority's Environment Department to fulfil this new duty. Similar reviews of plans, policies and activities will be carried out across its other departments in the next three years. Not only are public bodies required to publish a Forward Plan, but they will be required, in 2019, to report on the delivery of that plan, and how they have met the Biodiversity and Resilient Ecosystem Duty to the Welsh Government. The duty to forward plan will ensure that biodiversity is considered at the decision making level, and the reporting duty will make public authorities more responsible for showing how their actions have helped enhance biodiversity and ecosystems.

OTHER OPTIONS AVAILABLE AND THEIR PROS AND CONS

As the publishing of the Forward Plan is a legal requirement there are no other options.

DETAILED REPORT ATTACHED?

Carmarthenshire County Council Forward Plan for
Environment (Wales) Act 2016 2017–19

IMPLICATIONS

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

Signed: **L Quelch**

Head of Head of Planning

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	YES	NONE	NONE	YES	NONE	YES

1. Policy, Crime & Disorder and Equalities

Delivering the Environment Act Forward Plan links directly to achieving the Council's Well-being Objectives: see CCC Well Being Objectives 2016, Objective 12 - Healthy and Safe Environment now and in the future.

The Forward Plan will also assist in delivering two of the strategic objectives set out in the Council's Corporate Strategy:

- Making the best use of resources
- Carmarthenshire's communities and environment are sustainable.

2. Legal

The preparation of an Environment Act Forward Plan is a requirement placed on public bodies by the Part 1 Section 6 of the Environment (Wales) Act 2016. The Council's Environment Act Forward Plan must be submitted to the Welsh Government by 31st March 2017.

3. Finance

At this stage the financial implications of delivering the goals set out within the plan have not been calculated as the details of each action remains to be considered.

5. Risk Management Issues

Failing to publish an Environment Act Forward Plan would result in the authority being non-compliant with the Biodiversity and Resilience of Ecosystems duty placed on public bodies by the Environment (Wales) Act 2016.

6. Physical Assets

As a result of implementing goals set out in the Forward Plan there may be implications on the way in which some Council owned properties are managed. Greater emphasis may be placed on management that will maintain and enhance biodiversity and that will promote ecosystem resilience.

7. Staffing Implications

The commitments of staff time in the Forward Plan are expected to be met within existing workloads.

CONSULTATIONS

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

Signed: L Quelch

Head of Planning

1. Scrutiny Committee

Environment and Public Protection Scrutiny Committee was consulted on 3rd March 2017

Recommendations:

That the draft Environment Act Forward Plan be presented to Executive Board with no further revisions

2. Local Member(s) - N/A

3. Community / Town Council - N/A

4. Relevant Partners - N/A

5. Staff Side Representatives and other Organisations - N/A

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

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

THESE ARE DETAILED BELOW

<http://www.legislation.gov.uk/anaw/2016/3/contents/enacted>

<https://www.biodiversitywales.org.uk/File/708/en-GB>

<http://gov.wales/docs/desh/publications/160321-biodiversity-and-resilience-of-ecosystems-duty-en.pdf>



EICH CYNGOR arleinamdani
www.sirgar.gov.uk

YOUR COUNCIL doionline
www.carmarthenshire.gov.uk

Carmarthenshire County Council Forward Plan for Environment (Wales) Act 2016 2017–19

Date: January 2017

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Biodiversity Champion Foreword

As Biodiversity Champion I believe that, consistent with the Environment (Wales) Act 2016, the implementation of this Forward Plan will initiate the process of placing biodiversity as a natural and integral part of policy and decision making within Carmarthenshire County Council, and will embed it in its plans, policies and projects and day-to-day activities. It is pleasing to see the strong links made between the Environment (Wales) Act and the Well-being of Future Generations (Wales) Act, and importance now placed on the natural environment by this legislation.

In Carmarthenshire we are aware of our rich and varied natural environment, of the many benefits it provide for us, and we take seriously our responsibilities to conserve this irreplaceable resource.

Sign Off

Director's Foreword

The Biodiversity and Resilience of Ecosystems Duty set out in the Environment (Wales) Act 2016 provides a clear direction for the protection of biodiversity and sustainable ecosystems which is to be welcomed. Whilst this presents challenges it also provides opportunities for the County Council to focus priority and resource to the enhancement of the varied, and in some cases unique, ecosystems within Carmarthenshire. I consider that this Forward Plan sets out a realistic approach for what can be achieved in the initial term, and sets a framework that will continue to be developed. We have identified how we will collaborate with colleagues across the authority to develop our understanding of biodiversity, and ensure that we embed in all our business and project development processes actions to actively seek opportunities to maintain and enhance our natural environment, and promote ecosystem resilience.

Sign Off

- This plan has been published to comply with the Authority's legal obligation within the Environment (Wales) Act 2016. Under this Act all public bodies 'must seek to maintain and enhance biodiversity in the proper exercise of their functions and in doing so promote the resilience of ecosystems'.
- The Authority is required to prepare and publish a plan on how they intend to comply with this Biodiversity and Resilience of Ecosystems Duty.
- A healthy natural environment helps society and the economy flourish. Our natural resources and ecosystems can help us in many ways: to reduce flooding, improve air quality and supply materials for construction. They also provide a home for a variety of wildlife, and give us landscapes we value in Carmarthenshire, encouraging people to live in and visit the county.
- It is well established now however, our natural resources are coming under increasing pressure from a variety of causes. A poorly managed natural environment increases the long-term risks to our wellbeing. Improving Wales' management of natural resources means that we will be better able to tackle these challenges. We need to look after our natural resources and ecosystems so they can continue to deliver us all the benefits they provide us. Any decisions we must consider the impacts on the natural environment and explore the potential to enhance its resilience.

In this plan the Authority will:

- Outline Carmarthenshire's natural resources, why they are so important and some of the activities already underway to protect them.
- Explain the legislative background and national and local policy and plan context to this report
- Set out how action plans are/will be developed
- Provide detailed actions to be achieved with milestones for reporting

2. Carmarthenshire's Natural Resources

What is biodiversity?

Biodiversity is the variety of life on Earth. It includes all living plants and animals (including humans), their genetic variation and the ecosystems on which they depend. Biodiversity is everywhere: in gardens, fields, hedgerows, mountains, rivers and in the sea. Biodiversity represents quality of life. It gives pleasure, interest and an appreciation of our natural environment.

Why biodiversity matters?

The natural environment of Wales supports the huge variety of wildlife that lives here. But we must remember that biodiversity also sustains our lives. A healthy natural environment is a vital part of a sustainable and robust society in Wales. Wildlife provides us with pleasure, inspiration and attractive communities.

Carmarthenshire's natural environment matters to us all - in many different ways. Although it is not always obvious, biodiversity provides us with many of the things that sustain our lives, through a number of important services:

- Provisioning - providing food (wheat, fish, etc.), fuel (timber, coal), fresh water, medicine, textiles.
- Regulating - disposing of pollutants, controlling floods, absorbing carbon dioxide (greenhouse gases), stopping erosion.
- Cultural – beautiful landscapes, a sense of place, recreation and tourism, inspiration and investigation from schoolchildren to scientists.
- Supporting - maintaining soils and plant growth.

For more information visit the [Wales Biodiversity Partnership](#) website.

Biodiversity matters for a whole variety of reasons: ethically, emotionally, environmentally and economically. It is at the very foundation of our society and the basis of our economic success and wellbeing.

A lot of these services we get for free! The cost of replacing these (if possible) would be extremely expensive. For example, bees are vital to our economy – they pollinate many of our crops such as strawberries and apples as well as animal fodder crops such as clover. It would cost UK farmers £1.8 billion a year to pollinate their crops without bees (WG Bee friendly Action Guide).

The underlying geology, the geography and hydrology of the county allow many important ecosystem services to work and improve our lives. Some examples:

- Peatland – peat soils capture and store atmospheric carbon dioxide which can be held in the soil permanently when the soil is in good condition.
- Saltmarsh on the coast – helps dissipate wave action and high tides to prevent flooding and erosion.
- Floodplains in the valleys – help dissipate water at high rainfall preventing flooding downriver.
- Species rich grasslands – provide essential habitat and connectivity for pollinators and food for livestock. Damp grasslands act like sponges, storing and slowly releasing water.
- Woodlands – help clean the air of pollutants, provide oxygen and timber products.

The varied habitats also bring job opportunities, particularly in the tourism sector where Carmarthenshire is well known for its magnificent coastline, for its forests for mountain biking and its uplands for walking.

There are a number of sites within Carmarthenshire that have been designated for nature conservation including local, national and international designations. These special habitats support some wildlife nationally important species such as the marsh fritillary butterfly, water vole and red squirrel.

The [Carmarthenshire Local Biodiversity Action Plan \(LBAP\)](#) focuses on local action that meets the objectives for each habitat and species within the plan.

How our natural resources support the seven well-being goals (from State of Natural Resources Report)

<i>A prosperous Wales</i>	Natural resources provide opportunities for employment and economic activity. For example, wildlife and outdoor activity tourism to Wales provides around 206,000 jobs and is estimated to be worth £6.2 billion. In 2013, over 3.5 million visitors to our coastline brought £602 million to the economy, with growth predicted at 10%. Wales' three National Parks attract 12 million visitors every year who spend £1 billion on goods and services.
<i>A resilient Wales</i>	Biodiversity, mountains, moorlands and heaths, semi-natural grasslands, woodlands, urban greenspaces, rivers, streams, lakes and wetlands, coastline, and marine ecosystems all contribute to supporting Wales' ability to adapt to climate change.
<i>A healthier Wales</i>	Natural resources make a significant contribution to the physical health and mental well-being of people in Wales. For example, trees help to absorb pollutants and improve air quality, which if poor can impact on people's health. Access to nature and greenspace has positive impacts on physical and mental health.
<i>A more equal Wales</i>	Equal access to ecosystems providing cultural services contribute to equality in Wales. We want to minimise negative and maximise positive impacts for everyone. At present, access is not equally distributed (for example, not everyone lives close to greenspace, and some people live in areas with better air quality than others.)
<i>A Wales of cohesive communities</i>	Involving communities in the management of their local parks and woodlands has been shown to improve community cohesion and reduce anti-social behaviour.
<i>A Wales of vibrant culture and thriving Welsh Language</i>	Landscapes have played a significant role in the development of distinct cultural practices, such as local building techniques relying on local materials, along with locally specific art and literature.
<i>A globally responsible Wales</i>	The environment supplies all our material resources but we must ensure that we use only our fair share.

3. Environment Act (Wales) 2016

The Environment (Wales) Act became law on 21st March 2016. It puts in place legislation to enable Wales' resources to be managed in a more proactive, sustainable and joined up manner and to establish the legislative framework necessary to tackle climate change. The Act supports the Welsh Government's wider remit under the Well-being of Future Generations (Wales) Act 2015 (WFG Act, see below), so that Wales benefits from a prosperous economy, a healthy and resilient environment and vibrant, cohesive communities.

The Biodiversity and Resilience of Ecosystems Duty

Section 6 of the Act requires that all **public authorities** 'must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions'.

The duty replaces the Section 40 duty in the Natural Environment and Rural Communities Act 2006 (NERC Act 2006), in relation to Wales, and applies to those authorities that fell within the previous duty. The duty came into force May 2016.

See Appendix 1 for more detail.

The intention is to ensure that in carrying out their functions, public authorities will:

- Place biodiversity as a natural and integral part of policy and decision making within public bodies, embedding it in its plans, policies and projects and day-to-day activities.
- Address biodiversity decline, through positive actions that will result in maintenance or enhancement of our biodiversity
- Develop ecosystem resilience through maintaining and enhancing biodiversity

A resilient ecosystem is one that is healthy and functions in a way that is able to address pressures and demands placed on it, and is able to deliver benefits over the long term to meet current social, economic and environmental needs. Our ecosystems provide us with a wide range of services and benefits. We need to take **all** of these into account when we make decisions about how we use them, so that they provide multiple benefits for the long term. This includes taking into account their intrinsic value.

It is part of a wider delivery framework for the sustainable management of natural resources (Appendix 2).

Biodiversity Lists

Welsh Government (after consultation with NRW) must prepare and publish a list of species and habitats which in their opinion are of principal importance for the purpose of maintaining and enhancing biodiversity in relation to Wales ('Section 7 list'). Public bodies must take all reasonable steps to maintain and enhance the living organisms and types of habitat included on this list. This replaces the list created under Section 42 of the NERC duty. The species and habitats on this list that occur in Carmarthenshire can be found [here](#).

Forward Planning and Reporting

Unlike the previous duty provision the new duty requires formal demonstration of compliance. The Authority is, therefore, required by the Act to prepare and publish a plan setting out how it intends to comply with the duty. While the Act does not set a timescale for this, guidance from Welsh Government expect it to be produced by March 2017. By the end of 2019 the Authority is required by the Act to publish a report on what it has done to comply with the duty, this is then required to be reported every 3 years.

However, as Carmarthenshire County Council falls under the WFG Act it can:

- use its statement on Well-being Objectives to state how it plans to deliver the Biodiversity Duty.
- report on how it will meet the Biodiversity Duty via the annual review of the Well-being Objectives.

Nature Recovery Action Plan

The Welsh Government launched its own [Nature Recovery Action Plan](#) (NRAP), which sets out its commitment to biodiversity in Wales, the issues we need to address, and the objectives for action to show how in Wales, we can address the underlying causes of biodiversity loss. Specifically by:

- Putting nature at the heart of decision-making
- Increasing the resilience of our natural environment
- Taking specific action for habitats and species

It sets out how Wales will deliver the commitments of the Convention on Biological Diversity and the EU Biodiversity Strategy to halt the decline in our biodiversity by 2020 and then reverse that decline. The ambition of the plan is: *To reverse the decline in biodiversity, for its intrinsic value, and to ensure lasting benefits to society.*

It also sets out how current and proposed actions for biodiversity, through the Environment (Wales) Act 2016 and the WFG Act

By adopting and applying the NRAP objectives, when carrying out their functions, public authorities can ensure that they comply with the new duty.

This approach will also help public authorities meet their obligations under the WFG Act, in particular to meet the Resilient Wales goal, as well as many of the other goals. Appendix 4 suggests ways in which the authority action could meet these objectives (from WG guidance).

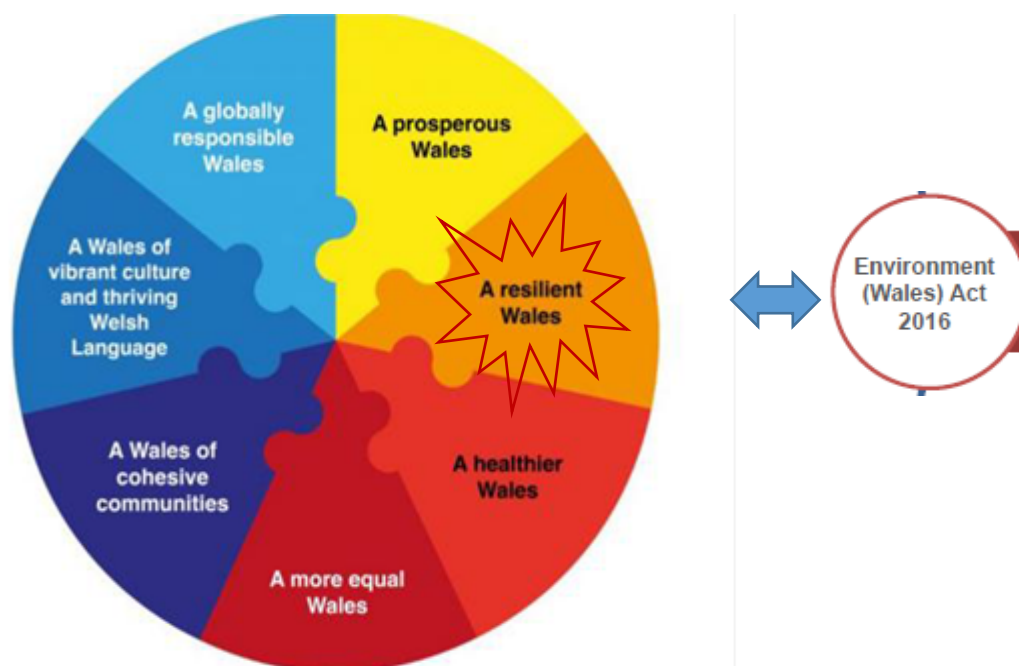
The NRAP objectives are:

1	Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.
2	Safeguard species and habitats of principal importance and improve their management
3	Increase the resilience of our natural environment by restoring degraded habitats and habitat creation
4	Tackle key pressures on species and habitats
5	Improve our evidence, understanding and monitoring
6	Put in place a framework of governance and support for delivery

4. Strategic context

4.1 Well-being of Future Generations (Wales) Act 2015

The Well-being of Future Generations (Wales) Act 2015 (WFG Act) puts in place a stronger, more coherent sustainable development framework for Wales through a set of seven well-being goals (Appendix 4), a sustainable development principle, and a strong duty for all public bodies to carry out sustainable development, reflecting the need to improve the economic, social, environmental and cultural well-being of Wales. The Environment (Wales) Act 2016 complements the WFG Act.



- As part of the WGF Act individual Public Bodies must prepare and publish well-being objectives based on the well-being goals alongside a statement about the well-being objectives by 31 March 2017.
- With regard to the 'Resilient Wales' goal, the Act requires public bodies to set objectives to achieve a 'biodiverse natural environment with healthy functioning ecosystems'. This must be considered within the context of all the goals being integrated, i.e. the fact that biodiversity contributes to our economy and health and well-being, etc.

The Sustainable Development Principle and the Five Ways of Working

The WFG Act sets out five ways of working public bodies must adhere to in order to demonstrate how they are meeting their duty. Any plan/project must now demonstrate that they are following these ways of working.

Looking at the long term so that we do not compromise the ability of future generations to meet their own needs
Understanding the root causes of the issues to prevent them reoccurring
Taking an integrated approach so that we look at all well- being goals and objectives of other services and partners
Collaboration - working with others in a collaborative way to find shared sustainable solutions
Involvement - ensuring a diversity of the population is involved in decisions that affect them

4.2 Council Plans and Policies that link to Environment Act (Wales) 2016

- **The County of Carmarthenshire’s Well-being Plan** – To be published by May 2018
- **Carmarthenshire County Council’s Well-being Objectives** - To be published by March 2017
- **Carmarthenshire’s Corporate Strategy 2015–20** – To be revised following May 2017 elections

In September 2015 the Council published its Corporate Strategy and outlined its key areas of focus across seven outcome areas. In particular the embedding of the Environment Act supports the following focus points:

Corporate Strategic Expected Outcomes and Strategic Focus		Support
		✓
Making Better Use of Resources		
3	Investigating and developing new ways of working and providing services	✓
	Improved public satisfaction levels with the services provided by the Council	
Building a Better Council		
10	Increasing collaboration with our partners and communities in order support the delivery of services	✓
People in Carmarthenshire are healthier		
19	Getting more Carmarthenshire people more (physically and creatively) active, more often in order to improve the health and well-being of our residents.	✓
	Increased use of leisure facilities	
People in Carmarthenshire fulfil their learning potential		
21	Successfully introducing and translating the new national curriculum and qualifications into an inspiring and engaging local curriculum	✓
People who live, work and visit Carmarthenshire are safe and feel safer		
32	Reducing anti-social behaviour by working in partnership with other agencies and communities to tackle local problems	✓
Carmarthenshire’s communities and environment are sustainable		
34	Enhancing and utilising our rich natural environment whilst at the same time adapting to future needs as a result of climate change	✓
35	Supporting resilience with our rural and urban communities	
Carmarthenshire has a stronger and more prosperous economy		
39	Developing training and learning opportunities for local people	✓

• Service Specific Plans and Strategies

Environment
Local Development Plan
Local Biodiversity Action Plan
Flood Risk Management Plan
Corporate Asset Management Plan (AMP)
Service Asset Management Plans (SAMPs)
Rights of Way Improvement Plan
Highway assets management Plan
Integrated Network Plan
Carmarthenshire Cycling Strategy
Safe Routes to School
Chief Executive
Communities
Corporate Services
Education & Children

5. Forward Plan – Divisional Actions

How the action plan was developed

This first action plan has been developed by and for the Environment Department through a series of workshops with both Heads of Service and colleagues within four of its divisions in late November and December 2016. Those attending were asked to review the activities for which they are responsible, and identify which of these had the potential to impact on biodiversity and where there are opportunities to address, through a change in working practice, the new Biodiversity and Ecosystem Resilience duty placed on public bodies by the Environment (Wales) Act 2016. The goals set out below reflect these discussions, and have been circulated to Heads of Service and all those that attended the workshops prior to inclusion in this plan. Assuming that this proves to be a successful approach, similar workshops will be carried out with other CCC departments in 2017.

What we are doing already

Planning Service promotes the environmental policies set out within the LDP and SPG
Local Biodiversity Action Plan Partnership – provides regular liaison between environmental organisation working in Carmarthenshire to achieve shared goals
Verges managed with advice from Biodiversity Officer
Creation of uncut areas in public parks and other areas e.g. St David's Park
Replanting of trees lost through age / disease e.g. St David's Park
Habitat surveys for developments on CCC owned land including bats / water voles / otters / invertebrates
Creation of habitat and wildlife areas in school grounds
Dedication and management of wildlife habitats as mitigation for development projects e.g. Cross Hands West / Burry Port Regeneration / Cross Hands Link Road
Supporting agri-environment schemes and woodland management schemes on CCC's rural estate
Coed Cymru - promoting management and conservation of Carmarthenshire's woodlands
Country Parks – providing natural green space for the public
Shoreline Management Plan

Environment Act Workshop schedule

Department	Division	Workshop?	Goal agreed?	Comments
Chief Executive	Administration & Law			
	People Management			
	Regeneration & Policy			
Communities	Business Support & Service Imp.			
	Commissioning			
	Housing & Public Protection			
	Integrated Services			
	Leisure			
	Mental Health & Learning Disability			
Corporate Services	Audit, Risk & Procurement			
	Financial Services			
	ICT			
	Revenue Services			
Education & Children	Children's Services			
	Education Services			
	Strategic Development			
Environment	Planning	✓		
	Policy & Performance			
	Property	✓		
	Transport & Highways	✓		
	Waste & Environmental Services	✓		

Ref	Divisions: Planning (PL) Property (PR) Transport & Highways (TH) Waste & Environmental Services (WES) With Key Actions and Key Outcome Measures	By When	By Who											
	Key Actions (Service Priorities)													
1 PL	Undertake workshops with relevant Divisions in other CCC Departments to generate an action for these Divisions to incorporate into the Forward Plan in 2018	April 2018	Isabel Macho Rosie Carmichael											
	<table border="1"> <tr> <td>1 Integration into decision making/policy</td> <td>2 Safeguard species and habitats</td> <td>3 Restore/ Create habitats</td> <td>4 Tackling key pressures</td> <td>5 Improving our evidence</td> <td>6. Governance and policy</td> <td>A Long Term</td> <td>B Prevention</td> <td>C Integration</td> <td>D Collaboration</td> <td>E Involvement</td> </tr> </table>	1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
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2 PL	Produce guidance notes on protected species for use by colleagues to ensure that we work within the legislation with regard to protected species and to be consistent with our duty under the Environment Act 2016	Feb 2017	Isabel Macho											
	<table border="1"> <tr> <td>1 Integration into decision making/policy</td> <td>2 Safeguard species and habitats</td> <td>3 Restore/ Create habitats</td> <td>4 Tackling key pressures</td> <td>5 Improving our evidence</td> <td>6. Governance and policy</td> <td>A Long Term</td> <td>B Prevention</td> <td>C Integration</td> <td>D Collaboration</td> <td>E Involvement</td> </tr> </table>	1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
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3 PL	Review the Local Biodiversity Action Plan for Carmarthenshire in light of the new legislation and guidance	Mar 2018	Isabel Macho											
	<table border="1"> <tr> <td>1 Integration into decision making/policy</td> <td>2 Safeguard species and habitats</td> <td>3 Restore/ Create habitats</td> <td>4 Tackling key pressures</td> <td>5 Improving our evidence</td> <td>6. Governance and policy</td> <td>A Long Term</td> <td>B Prevention</td> <td>C Integration</td> <td>D Collaboration</td> <td>E Involvement</td> </tr> </table>	1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
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4 PL	The Planning Division will develop a consistent approach to ensuring that biodiversity is maintained and enhanced, and that ecosystem resilience is promoted as part of the planning system and also within its Conservation, Minerals and Building Control activities. In 2017/18 this will be promoted through training and workshops for staff, and also for external partners – agents, developers and ecologist. Training will make reference to CCC’s published policies and Biodiversity Supplementary Planning Guidance, and also to the British Standard - Biodiversity - Code of Practice for planning and development (2013)		L Quelch/ J Edwards/H Towns Llewelyn/R carmichael											
	<table border="1"> <tr> <td>1 Integration into decision making/policy</td> <td>2 Safeguard species and habitats</td> <td>3 Restore/ Create habitats</td> <td>4 Tackling key pressures</td> <td>5 Improving our evidence</td> <td>6. Governance and policy</td> <td>A Long Term</td> <td>B Prevention</td> <td>C Integration</td> <td>D Collaboration</td> <td>E Involvement</td> </tr> </table>	1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
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5 PL TH	Environment Department to deliver an integrated and long term approach to the implementation of projects on the Llanelli Levels. Identify and work with partners and stakeholders e.g. Network Rail, Wildfowl and Wetlands Trust, Wildlife Trust, local communities.		D King/ I Macho/ R Williams											
	<table border="1"> <tr> <td>1 Integration into decision making/policy</td> <td>2 Safeguard species and habitats</td> <td>3 Restore/ Create habitats</td> <td>4 Tackling key pressures</td> <td>5 Improving our evidence</td> <td>6. Governance and policy</td> <td>A Long Term</td> <td>B Prevention</td> <td>C Integration</td> <td>D Collaboration</td> <td>E Involvement</td> </tr> </table>	1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
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6 TH	Verge Cutting - Continue to implement policy, deliver annual tool box talk and make provision for late cut verges.	On- going	Darren King											
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7 TH	Transport and Highways – plans and policies													
	<ul style="list-style-type: none"> The review of Rights Of Way Improvement Plan will address new duties placed on LAs under this Act. The review will be completed in 2018 The Highway Asset Management Plan that is being developed will address the LAs responsibilities under this new Act. Highway Asset Management Plan to be completed by October 2018 as recommended by Well Managed Highways Code of Practice. CF 	2018 Oct 2018												

	<ul style="list-style-type: none"> • Integrated Network Plans are produced for the larger settlements in Carmarthenshire each year. H and T to review these plans with Rural Conservation Section, and in particular the contribution PROWs, and other off road routes are making to ecological resilience, in terms of the habitats alongside these routes. Review the management of routes that have biodiversity interest. Next review of INM to be completed and submitted to WG by November 2017. • Carmarthenshire Cycling Strategy (currently in draft) Rural Conservation will be consulted on this plan to assess whether it creates opportunities for managing and enhancing biodiversity and promoting ecological resilience. Consultation with Rural Conservation in mid Jan 2017. • Safe Routes to School - As a pilot project for schemes to be implemented in 2018/19 proposals for SRtS will be passed to the Rural Conservation Section when they are received by Highways. An assessment of the likely impacts on biodiversity and ecosystem resilience, if any will be assessed, and these issues will then be addressed from the outset in terms of the design of the scheme. The assessment is likely to be a desk exercise using aerial photos etc. and biological records, with a site visit where there are particular concerns if considered necessary or appropriate. Proposals made in Sept - Dec 2017, to be implemented in 2018, will be submitted to Rural Conservation Section for ecological appraisal prior to developing details of the schemes. • Tywi Valley Cycle way Ffairfach to Nantgaredig will form a planning application. As part of the development of the scheme, and so as to inform the development of the design, the Rural Conservation Section will review the possible impact of the cycle way on biodiversity and ecosystem resilience and comment on initial scoping report and feedback from initial walkover surveys (already completed). Opportunities that the scheme could deliver for promoting ecosystem resilience, and enhancing biodiversity will be explored. This assessment should be done in order to inform the design process rather than as part of the planning process. Project team (BJ/SC as lead) to discuss initial proposals in January 2017. IM/ RC to respond by mid-February 2017. Output – development of a plan that addresses ecological concerns raised through this process. <table border="1" data-bbox="159 1120 1380 1243"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6.</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td></td> </tr> <tr> <td>Integration into decision making/policy</td><td>Safeguard species and habitats</td><td>Restore/ Create habitats</td><td>Tackling key pressures</td><td>Improving our evidence</td><td>Governance and policy</td><td>Long Term</td><td>Prevention</td><td>Integration</td><td>Collaboration</td><td>Involvement</td><td></td> </tr> </table>	1	2	3	4	5	6.	A	B	C	D	E		Integration into decision making/policy	Safeguard species and habitats	Restore/ Create habitats	Tackling key pressures	Improving our evidence	Governance and policy	Long Term	Prevention	Integration	Collaboration	Involvement		<p>Nov 2017</p> <p>Jan 2017</p> <p>Dec 17/ Jan 2018</p> <p>Feb 2017</p>	<p>Caroline Ferguson</p> <p>Simon Charles</p> <p>Simon Charles</p> <p>Simon Charles/ Isabel Macho/Rosie Carmichael</p> <p>Brian Jenkins /Simon Charles</p>
1	2	3	4	5	6.	A	B	C	D	E																	
Integration into decision making/policy	Safeguard species and habitats	Restore/ Create habitats	Tackling key pressures	Improving our evidence	Governance and policy	Long Term	Prevention	Integration	Collaboration	Involvement																	
<p>8 TH PR</p>	<p>Commissioning of ecological surveys - In order to demonstrate that CCC is embedding biodiversity into its ways of thinking, in-house ecological surveyors and consultants appointed by Highways and Transportation and Property will be asked to consider, when assessing a site or a building, issues relating to ecosystem resilience. This information will help to establish a preferred option, and will inform mitigation and enhancement proposals. This approach is also referred to in CCC's Biodiversity Supplementary Planning Guidance, so it is something that will be considered should a site go forwards as a planning application. This is another reason for addressing biodiversity and ecological resilience at the very outset when developing the design of a scheme. Framework Service Briefs to include specific reference to Environment Act and 'ecosystem resilience'.</p> <table border="1" data-bbox="159 1680 1380 1803"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6.</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td></td> </tr> <tr> <td>Integration into decision making/policy</td><td>Safeguard species and habitats</td><td>Restore/ Create habitats</td><td>Tackling key pressures</td><td>Improving our evidence</td><td>Governance and policy</td><td>Long Term</td><td>Prevention</td><td>Integration</td><td>Collaboration</td><td>Involvement</td><td></td> </tr> </table>	1	2	3	4	5	6.	A	B	C	D	E		Integration into decision making/policy	Safeguard species and habitats	Restore/ Create habitats	Tackling key pressures	Improving our evidence	Governance and policy	Long Term	Prevention	Integration	Collaboration	Involvement		<p>Ongoing</p>	<p>Brian Jenkins – T&H Hywel Harries - Prop</p>
1	2	3	4	5	6.	A	B	C	D	E																	
Integration into decision making/policy	Safeguard species and habitats	Restore/ Create habitats	Tackling key pressures	Improving our evidence	Governance and policy	Long Term	Prevention	Integration	Collaboration	Involvement																	
<p>9 PR</p>	<p>Sites that are being retained - Carry out biodiversity assessments of these sites and identify both the biodiversity they support and the contribution that they make to ecosystem resilience. Review management of these sites. Lead: Stephen Morgan – Property – as part of ongoing support for all Divisions undertaking Service Asset Management Plans</p> <table border="1" data-bbox="159 1982 1380 2101"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6.</td><td>A</td><td>B</td><td>C</td><td>D</td><td>E</td><td></td> </tr> <tr> <td>Integration into decision making/policy</td><td>Safeguard species and habitats</td><td>Restore/ Create habitats</td><td>Tackling key pressures</td><td>Improving our evidence</td><td>Governance and policy</td><td>Long Term</td><td>Prevention</td><td>Integration</td><td>Collaboration</td><td>Involvement</td><td></td> </tr> </table>	1	2	3	4	5	6.	A	B	C	D	E		Integration into decision making/policy	Safeguard species and habitats	Restore/ Create habitats	Tackling key pressures	Improving our evidence	Governance and policy	Long Term	Prevention	Integration	Collaboration	Involvement		<p>Ongoing</p>	<p>Stephen Morgan</p>
1	2	3	4	5	6.	A	B	C	D	E																	
Integration into decision making/policy	Safeguard species and habitats	Restore/ Create habitats	Tackling key pressures	Improving our evidence	Governance and policy	Long Term	Prevention	Integration	Collaboration	Involvement																	

10 W ES	<p>Flood Defence - Develop working methods that address biodiversity issues. Build these into method statements for work being done at individual sites. Develop procedure that will ensure that contractors carrying out works on site are aware of the site's biodiversity interest, of its biodiversity constraints and of the required method statement for the work being undertaken.</p> <p>Review training needs for officers and contractors and provide training needs</p>	June 2017	Rhys Williams with Isabel Macho									
1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
11 W ES	<p>Pride in your place - provide links to suitable sources of biodiversity information that can be added to Pride in your place web page. Jan 2017</p>	Jan 17	I Macho/ K Fulham/ B Mogford									
1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		
12 W ES	<p>Management of land managed by the division e.g. Wern Ddu and Ammanford Cemetery. Carry out biodiversity assessments of sites managed by the division, and include an assessment of the contribution these sites to make to ecosystem resilience. In the light of these assessments and where appropriate develop management plans for these sites that will protect and enhance biodiversity and promote ecosystem resilience. Ammanford Cemetery will be assessed by May 2017. Biological recording of Wern Ddu has already started.</p>	On-going	Diane Thomas/Isabel Macho/Rhys Davies									
1 Integration into decision making/policy	2 Safeguard species and habitats	3 Restore/ Create habitats	4 Tackling key pressures	5 Improving our evidence	6. Governance and policy	A Long Term	B Prevention	C Integration	D Collaboration	E Involvement		

The Biodiversity and Resilience of Ecosystems Duty

The new Biodiversity Duty replaces Section 40 of the Natural Environment and Rural Communities Act 2006 in Wales whereby public authorities had a duty to ‘have regard to the conservation of biodiversity’ in the exercise of their functions.

- (1) A public authority must seek to maintain and enhance biodiversity in the exercise of functions in relation to Wales, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions.
- (2) In complying with subsection (1), a public authority must take account of the resilience of ecosystems, in particular the following aspects—
 - (a) diversity between and within ecosystems;
 - (b) the connections between and within ecosystems;
 - (c) the scale of ecosystems;
 - (d) the condition of ecosystems (including their structure and functioning);
 - (e) the adaptability of ecosystems.
- (3) Subsection (1) does not apply to—
 - (a) the exercise of a function by Her Majesty’s Revenue and Customs, or
 - (b) the exercise of a judicial function of a court or tribunal.
- (4) In complying with subsection (1)—
 - (a) the Welsh Ministers, the First Minister for Wales, the Counsel General to the Welsh Government, a Minister of the Crown and a government department must have regard to the United Nations Environmental Programme Convention on Biological Diversity of 1992, and
 - (b) any other public authority must have regard to any guidance given to it by the Welsh Ministers.
- (5) In complying with subsection (1), a public authority other than a Minister of the Crown or government department must have regard to—
 - (a) the list published under section 7;
 - (b) the state of natural resources report published under section 8;
 - (c) any area statement published under section 11 for an area that includes all or part of an area in relation to which the authority exercises functions.

“Biodiversity” means the diversity of living organisms, whether at the genetic, species or ecosystem level

The intention is to ensure that in carrying out their functions, public authorities will help to reverse biodiversity decline but also to assist in the delivery of sustainable management of natural resources by contributing to the resilience of ecosystems.

Forward planning and Reporting

- (6) A public authority other than a Minister of the Crown or government department must prepare and publish a plan setting out what it proposes to do to comply with subsection (1).
- (7) A public authority must, before the end of 2019 and before the end of every third year after 2019, publish a report on what it has done to comply with subsection (1).

- (8) A public authority that has published a plan under subsection (6)—
- (a) must review the plan in the light of each report that it publishes under subsection (7), and
 - (b) may revise the plan at any time.

Explanation

The duty requires that public authorities '*must seek to maintain and enhance biodiversity in the proper exercise of their functions and in doing so promote the resilience of ecosystems*

- Biodiversity – the variety of species and habitats found in the county.
- Ecosystem – communities of plants and animals, together with the non-living physical characteristics of their environment (e.g. geology, soil and climate) interlinked together as an ecological system through nutrient flows and energy cycles.

e.g. woodlands, grasslands, freshwater

What is ecosystem resilience?

- Diversity of species and habitats within and between ecosystems
- Size and extent of the ecosystem. The greater the extent of an ecosystem the more able it will be able to cope with disturbance, e.g. the larger the area of habitat is the larger population of a species it can support – ditches in Llanelli area and water voles, so they are less likely to become extinct and the more genetically diverse they will be.
- Condition of the ecosystem. If an ecosystem is in poor condition it will be stressed and reduced capacity to resist, recover or adapt to new disturbances or to deliver ecosystem services.
- Connection and linkages between and within ecosystems. This usually applies to movement of organisms – from foraging to dispersal of seeds and genes, adjustment to climate change. Also with regard to natural processes, e.g. water cycling within a landscape. Good connectivity allows ecosystems to recover from disturbance more easily Connectivity can be reduced through habitat loss and fragmentation.
- Adaptability to change (e.g. climate change). A vital part of resilience allowing ecosystems to adapt to change, climate change. All the other elements of resilience are the basis of allowing adaptation to happen.

The Environment Act is part of a wider delivery framework for the sustainable management of natural resources.

- [State of Natural Resources Report](#) (SoNaRR) – has been produced by Natural Resources Wales (NRW). The report sets out the state of Wales’ natural resources. It assesses the extent to which natural resources in Wales are being sustainably managed, and recommends a proactive approach to building resilience. And - for the first time – the report links the resilience of Welsh natural resources to the well-being of the people of Wales. NRW consider how pressures on Wales’ natural resources are resulting in risks and threats to long-term social, cultural, environmental and economic well-being, as set out in the WFG 2015. It looks at the key issues, as well as opportunities for integrated solutions that provide multiple benefits. SoNaRR **will underpin the,**
- A [Natural Resources Policy](#) (NRP) – will be produced by Welsh Government, which will set out will set out the priorities for sustainable management of natural resources at a national level. The priorities in the NRP will be delivered at a **local level through,**
- *Area Statements* – to be produced by **NRW** in order to facilitate the implementation of the NRP. Area statements will set out the key risks that need to be carefully managed and mitigated and the key opportunities and priorities for the sustainable use of natural resources at an area level. These will be produced between May 2017 and December 2019.

	NRP objectives	
1	Engage and support participation and understanding to embed biodiversity throughout decision making at all levels.	<ul style="list-style-type: none"> • Forward plan and implement management schemes and practises that enhance biodiversity, e.g. beneficial cutting to encourage wild flowers and pollinators, use of native trees and plants, reduce the use of herbicides, pesticides and water and avoid the use of peat. • Encourage officers to think how their roles link with biodiversity and provide specialist training if needed. • Take account of the links between biodiversity and your organisations wider functions such as; land management, waste management, building maintenance and energy consumption. • Work with your partner organisations to promote biodiversity. • Increase access to, awareness of and involvement in biodiversity, e.g. involve local communities in your work. • Promote the benefits of access to biodiversity in the delivery of services to the public such as social care, community development, health, and recreation.
2	Safeguard species and habitats of principal importance and improve their management	<ul style="list-style-type: none"> • Protect and enhance biodiversity on your own land and land that you manage. • Think about new site or new building designs that can provide benefits for biodiversity, e.g. are their opportunities to provide wildlife habitats / shelter, green walls and brown and green roofs, reduce energy consumption and improve drainage systems • Maximise opportunities to raise awareness of biodiversity through your work with your partners and the public, e.g. through the provision of advice to the business community, run a biodiversity award scheme, organise local community biodiversity events etc. • Explore ways you can both save money and benefit biodiversity, e.g. where biodiversity benefits from less intensive land management such as a reduced mowing regime, a reduction in the use of artificial fertiliser, using woody waste as habitat piles etc.
3	Increase the resilience of our natural	<ul style="list-style-type: none"> • Understand your local biodiversity you have and how it

	environment by restoring degraded habitats and habitat creation	<p>can be enhanced; undertake surveys, seek expert advice, use your Local Environment Record Centres etc.</p> <ul style="list-style-type: none"> • Use the best information to ensure sensitive species and habitats are not adversely affected by the work you do or intend to do and that appropriate enhancement action is taken. • Make the most of external funding opportunities; explore which funding options may be available to you , e.g. Glastir and Glastir woodlands, landfill and aggregates tax schemes, the Heritage Lottery and Big Lottery Funds, EU LIFE Fund.
4	Tackle key pressures on species and habitats	<ul style="list-style-type: none"> • Help the people you work with get the best biodiversity support, e.g. signpost to other organisations and bodies that can help (Welsh Government, Natural Resources Wales, wildlife organisations, farming unions, etc) • Make the most of your existing resources; think about what you have and what can be achieved. • Harness the energy of volunteers and your local communities; much is achieved for biodiversity by volunteers and local communities conservation of biodiversity in their area; get involved with citizen science schemes • Work with your partners to link natural areas across the wider countryside • Improve and increase understanding in the wider community; record, monitor and share information on the work that you do and the improvements you make.
5	Improve our evidence, understanding and monitoring	<ul style="list-style-type: none"> • Base decisions on the Best Available Evidence – from LERCs, the Atlas for Living Wales, Local expertise and your local nature partnership. • Share information widely
6	Put in place a framework of governance and support for delivery	

The seven Well-being goals of the Future Generations Act

<p><i>A prosperous Wales</i></p>	<p>An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change), and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p> <p>① Contact Stuart Walters 3241 or Helen Morgan 4902 / Contact Dave Astins 6426</p>
<p><i>A resilient Wales</i></p>	<p>A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p> <p>① Contact Rosie Carmichael 2727 or Isabel Macho 3390</p>
<p><i>A healthier Wales</i></p>	<p>A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p> <p>① Contact Silvana Sauro 2897</p>
<p><i>A more equal Wales</i></p>	<p>A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</p> <p>① Contact Llinos Evans 4914</p>
<p><i>A Wales of cohesive communities</i></p>	<p>Attractive, viable, safe and well-connected communities.</p> <p>① Contact Kate Thomas 4202</p>
<p><i>A Wales of vibrant culture and thriving Welsh Language</i></p>	<p>A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p> <p>① Contact Jane Davies 2180</p>
<p><i>A globally responsible Wales</i></p>	<p>A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing makes a positive contribution to global well-being</p>

Useful links

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EXECUTIVE BOARD 27TH MARCH 2017

CARMARTHENSHIRE LOCAL AUTHORITY'S EDUCATION ATTAINMENT AND ACHIEVEMENT 2015-2016

To note the contents of the report and the key issues arising from an analysis of quantitative and qualitative data in relation to the performance of schools during the academic year 2015/16.

Recommendations / key decisions required:

- To review the 2015-16 outcomes
- To consider development priorities for 2017

Reasons: To enable Members to undertake their key role in monitoring standards of education within the County's schools and assist in determining future priorities as a result of the issues raised from the analysis.

Relevant scrutiny committee to be consulted- YES

Scrutiny committee and date- **Education and Children's Services, January 26th, 2017.**

Exec Board Decision Required	FOR INFORMATION
Council Decision Required	NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr Gareth Jones (Education and Children)

Directorate- Education and Children's Services

Name of Head of Service:

Andi Morgan

Report Author:

Andi Morgan and Elin Forsythe

Designations:

Head of School Effectiveness

Head of School Effectiveness
Principal Challenge Adviser

01267 246645

andimorgan@carmarthenshire.gov.uk

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EXECUTIVE SUMMARY

EXECUTIVE BOARD

27TH MARCH 2017

CARMARTHENSHIRE LOCAL AUTHORITY'S EDUCATION ATTAINMENT AND ACHIEVEMENT 2015-2016

Three reports are attached highlighting attainment and achievement of Carmarthenshire's school in 2015-16.

The '**School 2015-16 Performance and Achievement Report**' comprises of three sections:

Section 1: Standards 2015-16: this section contains a summary of teacher assessments, test and examination results for pupils in the Foundation Phase, Key Stages 2, 3, 4 and 5. For each stage there is a brief written commentary to introduce the data graphic provided. Graphs include results compared to targets set, performance in previous years and the all Wales average. A focus is also provided on the performance of our eFSM learners. A concluding summary highlights the key strengths and areas for further improvement.

Section 2: School Inspection Outcomes: this section contains a summary of performance of the schools inspected by Estyn during the 2015-16 academic year. We measure performance against the content of the Estyn Common Inspection Framework in terms of judgements awarded and the number of schools placed in 'Estyn Follow Up' categories.

Section 3: Developing Values and Skills for Life Long Learning: this section contains information on a wide and exciting range of pupils' achievements. We believe firmly that schools are centres where our learners are developed as individuals. Our provision aims to provide all learners with a range of skills that will support them further as lifelong learners and productive individuals within our society.

The second report focuses on Carmarthenshire's '**GCSE and A Level Outcomes**' performance as compared to other Welsh Local Authorities. It was a successful year for our schools with consistently high performance in all key indicators.

The third report notes the outcomes of the **2016 school categorisation process**.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

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

Signed: **Andi Morgan**

Head of School Effectiveness

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

Finance

Current successes have been achieved at a time when school budgets have been, to a certain degree, protected by Carmarthenshire County Council. Reducing school budgets could lead to a reduction in front line staff however officers and a TIC Secondee will work with schools to review provision, business support and systems to reduce costs in order to protect front line services and protect standards. We need to make the best possible use of grants e.g. EIG, PDG and be pro-active in attracting any additional funding available to use e.g. class reduction grant, school federations funding.

Staffing Implications

With potential reduced budgets in the future there could be an impact on school staffing. Officers are developing a Change Management Protocol which will lead to improved planning, accountability and lessen the impact of reducing budgets.

CONSULTATIONS

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

Signed: **Andi Morgan**

Head of School Effectiveness

1. Scrutiny Committee- The Education and Children's Services Scrutiny Committee was consulted on 23rd January, 2017.

Recommendations / Comments: The report was accepted and the priority areas agreed.

2. Local Member(s)- NA

3. Community / Town Council- NA

4. Relevant Partners- The reports will be shared with schools and priority areas inform the ERW Business Plan.

5. Staff Side Representatives and other Organisations- The reports will be shared with Trade Unions.

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

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

THERE ARE NONE

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DEPARTMENT FOR EDUCATION & CHILDREN

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

School Performance and Achievement Report 2015-16 Academic Year

Gareth Morgans
Interim Director of Education & Children's Services



Safeguarding Children and
Improving Education Standards for All



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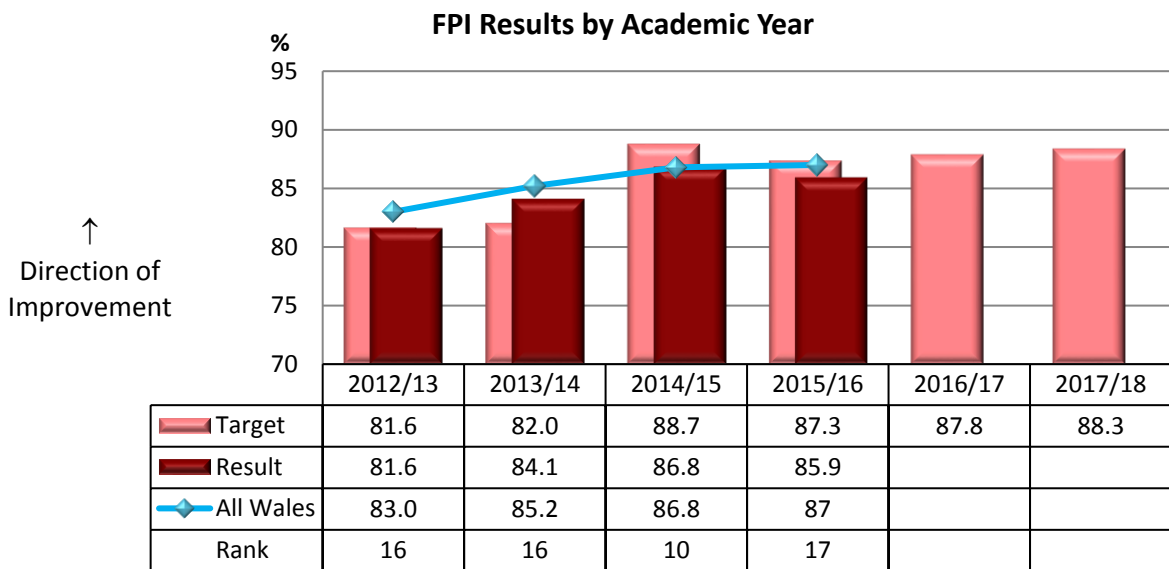
1. Standards: Our achievements for 2015-16

1.1 Challenge, Support and Intervention for improved provision and outcomes

Challenge, support and intervention activities across our schools have continued to focus on improving provision and outcomes for all Carmarthenshire learners. The following range of performance data graphs provide an overview of our progress, strengths and areas for further improvement.

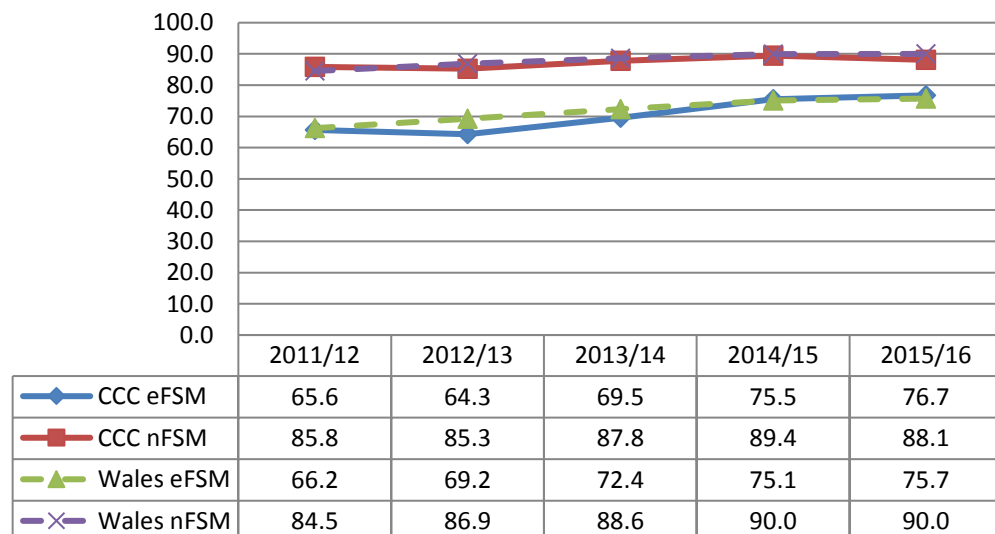
1.1.1 Foundation Phase:

- This graph (percentage of pupils achieving the Foundation Phase Indicator 'FPI' as a four year trend) demonstrates an ongoing upward improvement trend to 2015 and slight decline in performance in 2016.



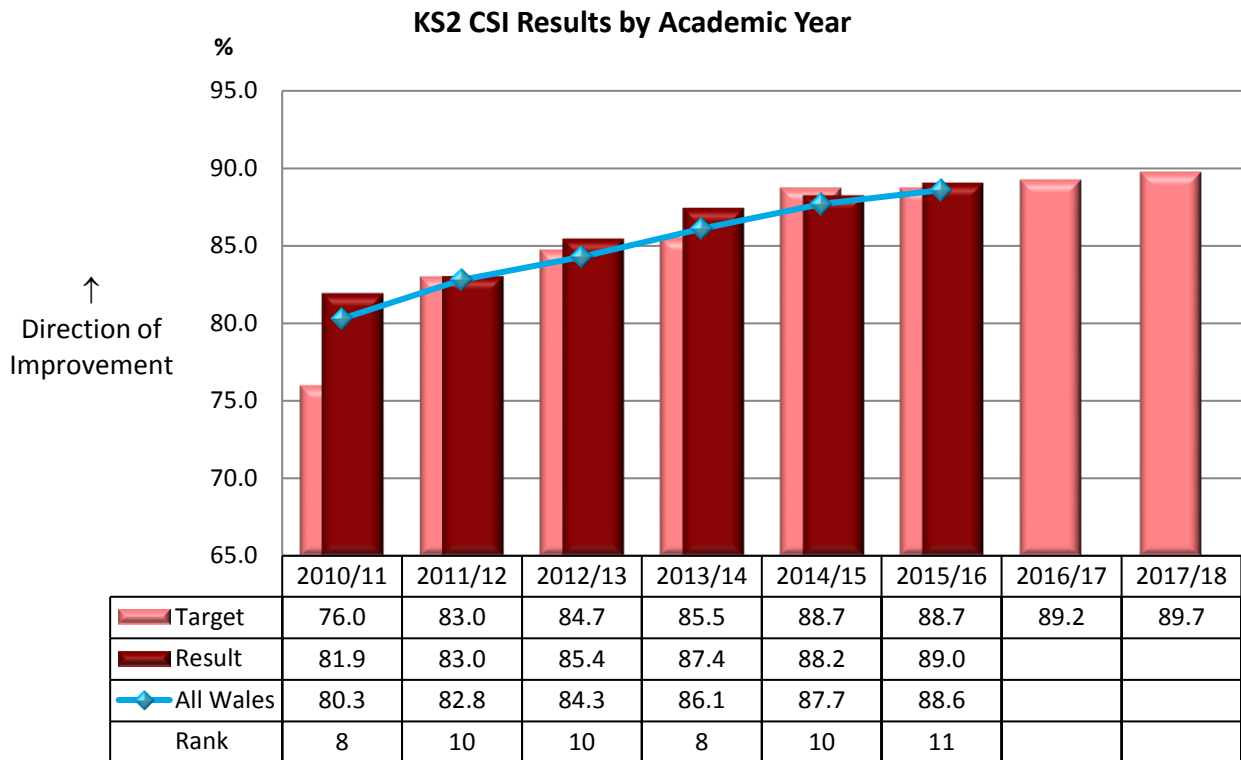
- This graph demonstrates our ongoing improvement in the performance of eFSM learners (eligible for Free School Meal) over five years and a comparison with non eFSM learners in Carmarthenshire and Wales.

FPI- % pupils achieving eFSM/nFSM trend



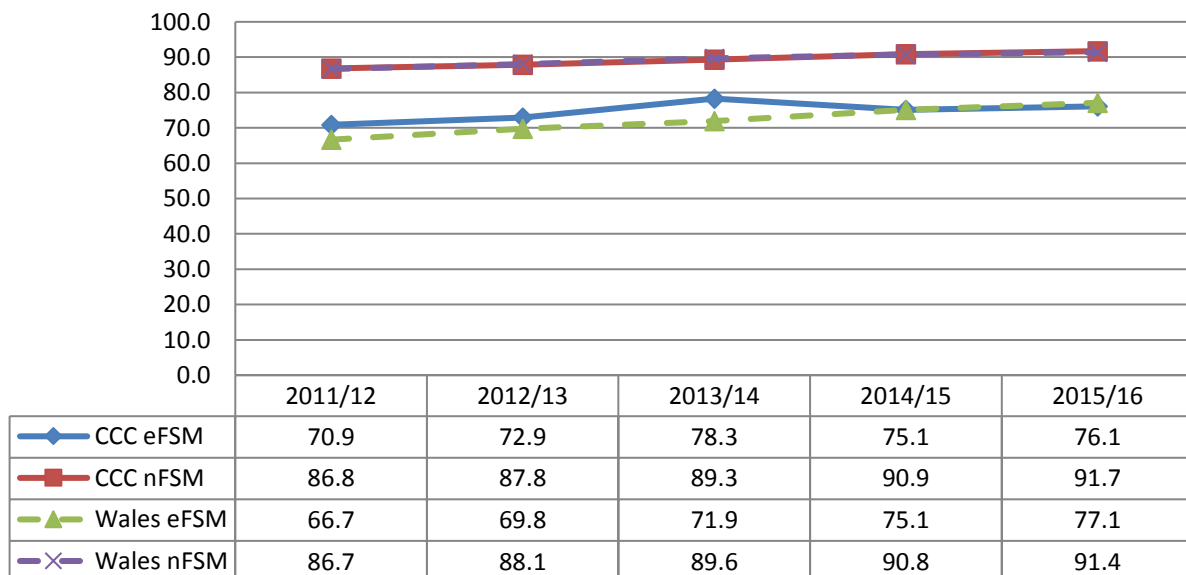
1.1.2 Key Stage 2 (KS2)

- This graph (percentage of pupils achieving the Core Subject Indicator 'CSI' as a six year trend) demonstrates our consistent upward trend of ongoing improvement.



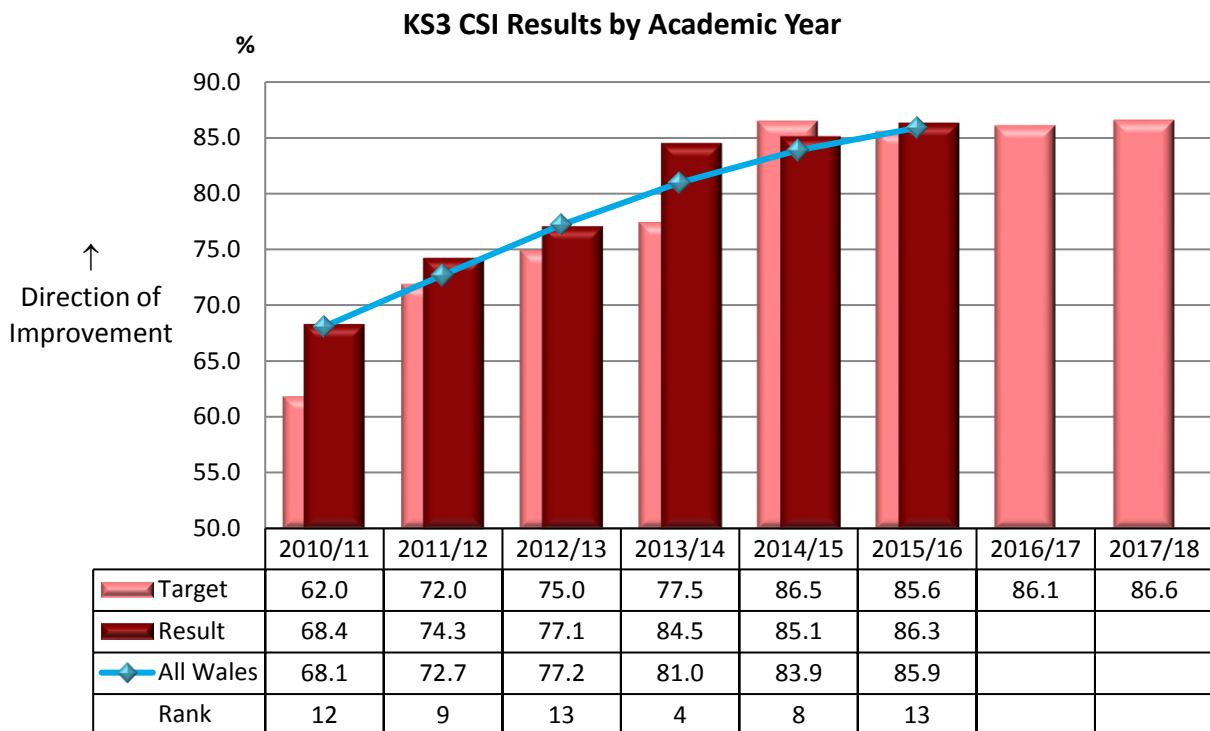
- This graph demonstrates the performance of our eFSM learners (eligible for Free School Meal) over five years and a comparison with non eFSM learners in Carmarthenshire and Wales. An increase in performance is noted this year, however a 1% point gap exists between ourselves and the All Wales performance.

KS2 CSI % pupils achieving eFSM/nFSM trend



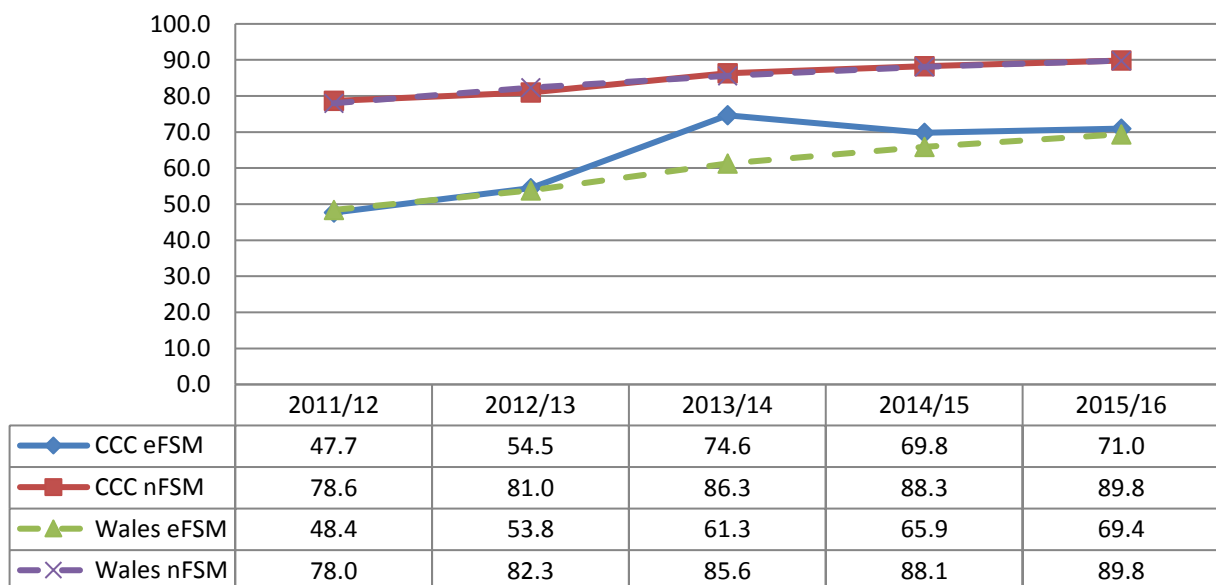
1.1.3 Key Stage 3 (KS3)

- This graph (percentage of pupils achieving the Core Subject Indicator 'CSI') demonstrates our consistent six year upward trend of improvement.



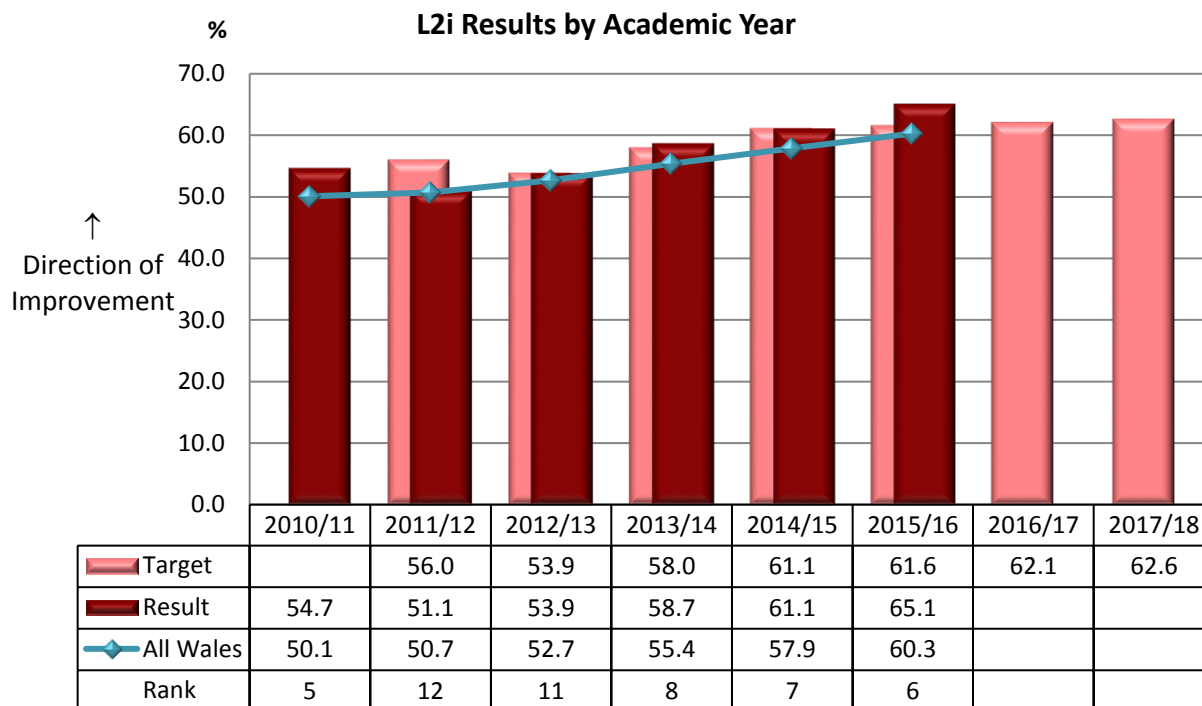
- This graph demonstrates an increase in the performance of KS3 eFSM learners (eligible for Free School Meal) in comparison with the previous year. Our performance remains above the All Wales performance figure for four out of the five years.

KS3 CSI - % pupils achieving eFSM/nFSM trend



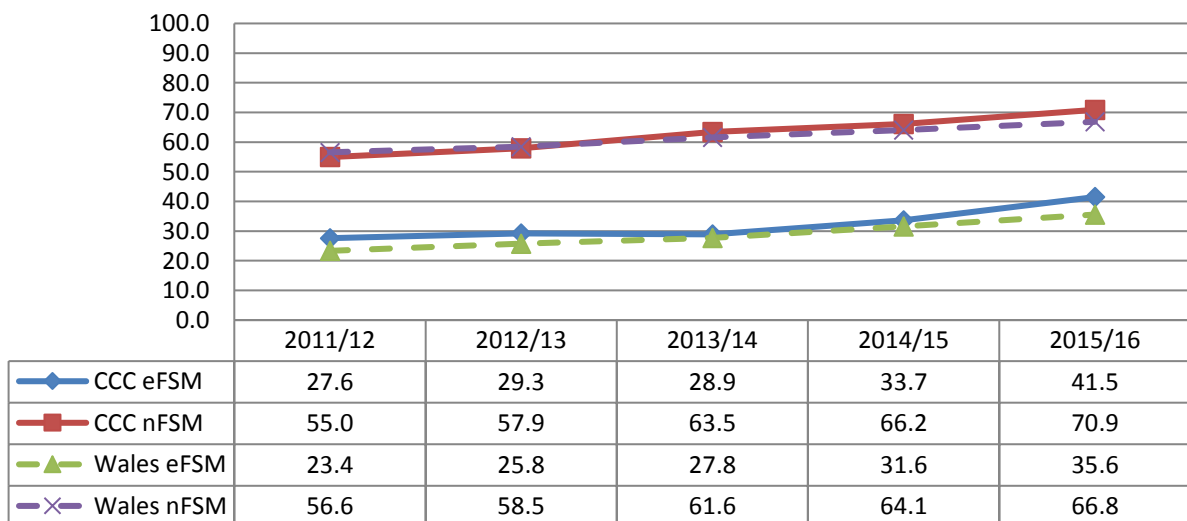
1.1.4 Key Stage 4

- This graph notes the percentage of pupils achieving the Level 2 inclusive (L2i or L2+) indicator over five years, demonstrating our greatest success to date within this key indicator. Achieving 65.1% is an excellent achievement. It clearly represents the combined and focused efforts of our schools and officers on raising standards.



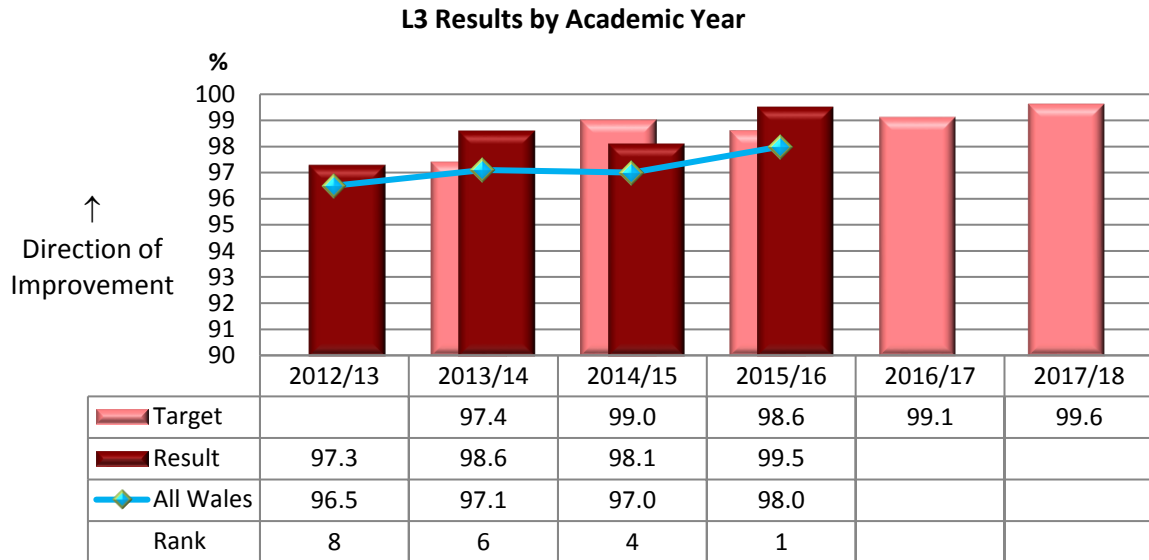
- This graph demonstrates the ongoing improved performance of our eFSM learners at the L2i (with a comparison against nonFSM learners and All Wales data). We have consistently outperformed 'Wales eFSM L2i' since 2011/12.

KS4 L2+ - % pupils achieving eFSM/nFSM trend

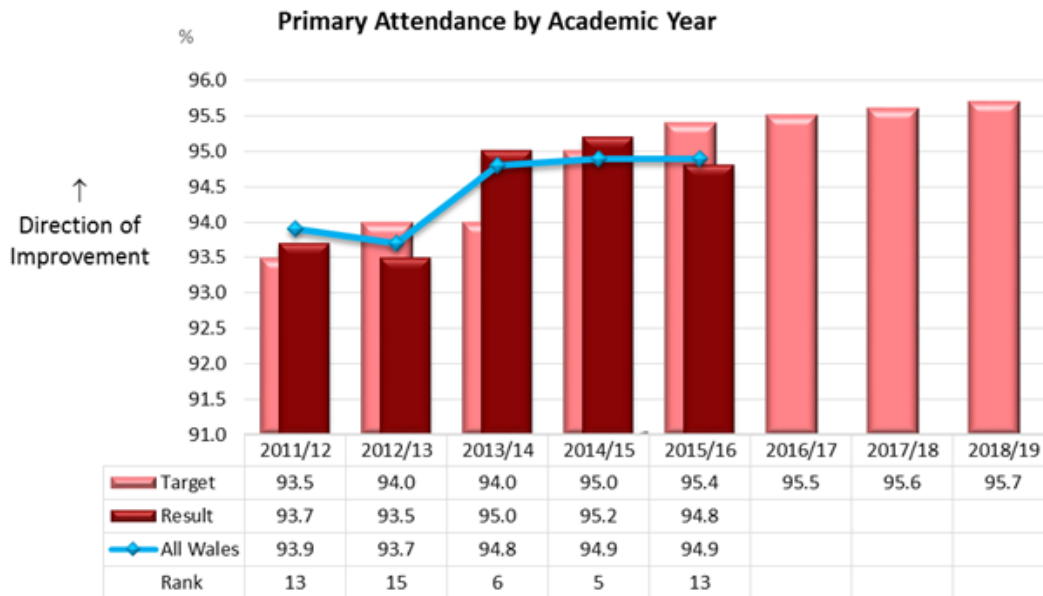


1.1.5 Key Stage 5

This graph demonstrates our consistent high level of performance (above the All Wales figures since 2009) for the past four years at Level 3 Threshold (2 or more A Levels or equivalent qualification). We have outperformed the All Wales figure for each year.



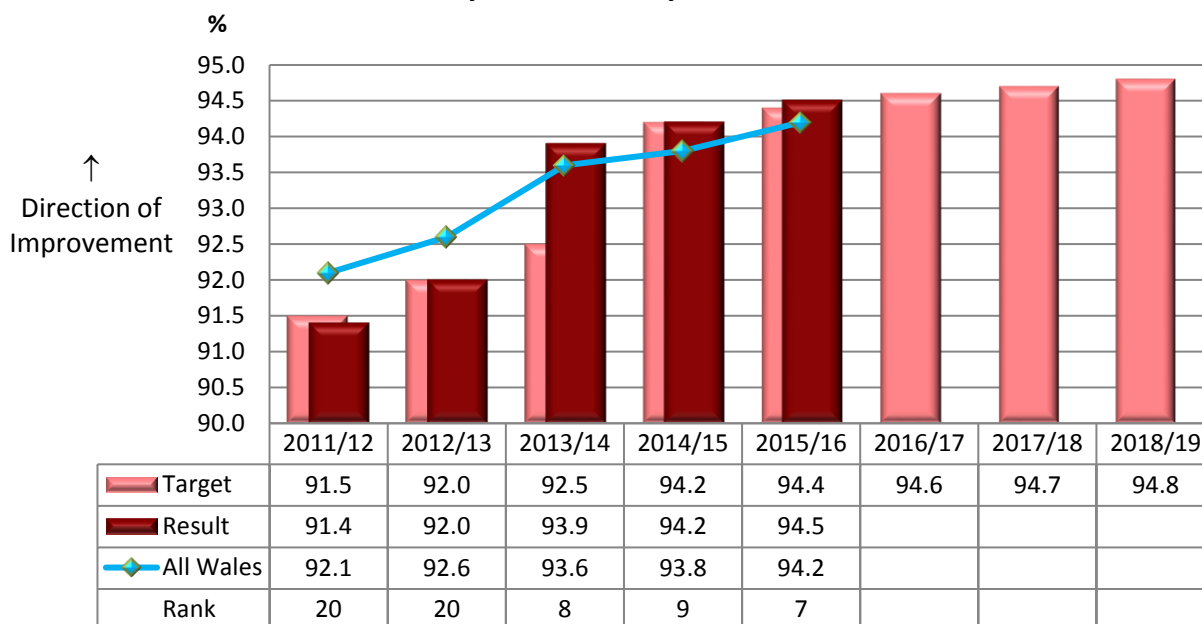
1.2 Attendance - Primary Schools Performance:



Our primary schools' performance has declined by 0.4% compared to the previous year's result of 95.2%. Our Welsh comparative ranking has declined to 13th from 5th in the previous year. Further analysis shows that we had a 0.1% increase in absence due to pupil illness and a 0.3% increase in agreed family holiday.

1.3 Attendance – Secondary Schools

Secondary Attendance by Academic Year



This Performance Indicator is on target and the result has improved compared to the previous year (94.5% compared to 94.2%). Our provisional comparative ranking is equal 7th which is two places higher than last year (9th). This result is also above the Welsh average of 94.2%. Our expected ranking, based on the % of Eligible Free School Meal pupils per LA is 11th, something we have exceeded by 4 places with this result. Restructuring of the Education Welfare Service has improved engagement from Headteachers coupled with more accurate and regular data monitoring and sharing which assisted in improving attendance.

A summary of strengths and areas for further improvement:

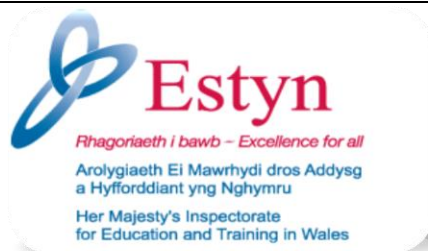
Our key strengths:

- All end of Key Stage indicators, apart from the Foundation Phase, have demonstrated an increase in performance.
- Attainment at the L2i threshold (5 GCSE A* - C including Welsh or English and Maths) recorded 65.1% - our highest result ever.
- The attainment of Free School Meal pupils across all Key Stages has improved. Attainment in Key Stage 4 for the 'L2i' continues to improve significantly and outperform the Wales average.
- We are ranked 1st within Wales for attainment at Level 3 in Key Stage 5.
- Levels of attendance at both primary and secondary continue to demonstrate consistency and improvement, particularly in the secondary sector.

Areas for further improvement:

- Continue to enhance provision and outcomes in the Foundation Phase
- Continue to enhance provision and outcomes for More Able and Talented pupils
- Continue to ensure enhanced outcomes for all eFSM learners

2. School Inspection Outcomes



2.1 Key messages from 2015-16 Inspections (*based on 15 school inspections*)

Main strengths:

- A range of our schools have continued to receive judgements of 'Excellent' against specific areas of the Estyn Inspection Framework and were invited to provide 'Good Practice Case Studies' to support the work of other schools:
Bro Myrddin – Well being and Learning Experiences
Teilo Sant – Well-being, Learning Experiences, Leadership and Improving Quality
Myrddin – Partnerships
- 'Care, Support and Guidance,' 'Partnerships' and 'Learning Environments' were judged to be good or better in nearly all schools.

Areas for improvement:

- Around half of the schools inspected need to focus further on -
- Further improving attainment to support higher judgements of 'standards'
 - Further improving Leadership and Improving Quality

2.2 Inspection Outcomes Profile for 2015-16

1. The following tables show the percentage of grades achieved against Estyn's 'Quality Indicators' by schools* inspected during the academic year 2015-16 (15 schools - 12 primary, 2 secondary and 1 Pupil Referral Unit).

*each school represents approximately 7%

	Excellent	Good	Adequate	Unsatisfactory
Standards	0%	47%	53%	0%
Wellbeing	13%	53%	27%	7%
Learning Experiences	13%	33%	54%	0%
Teaching	0%	60%	40%	0%
Care, support and guidance	0%	87%	13%	0%
Learning environment	0%	66%	27%	7%
Leadership	7%	53%	33%	7%
Improving Quality	7%	40%	40%	13%
Partnerships	7%	80%	13%	0%
Resource Management	0%	47%	46%	7%

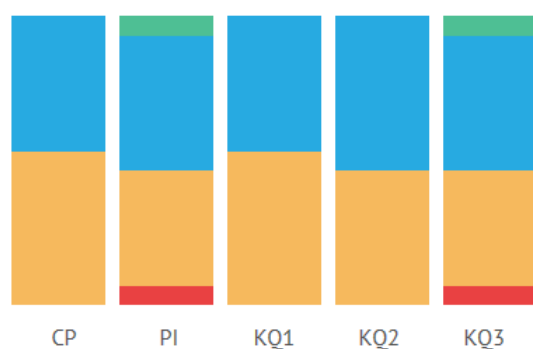
● Excellent

● Good

● Adequate

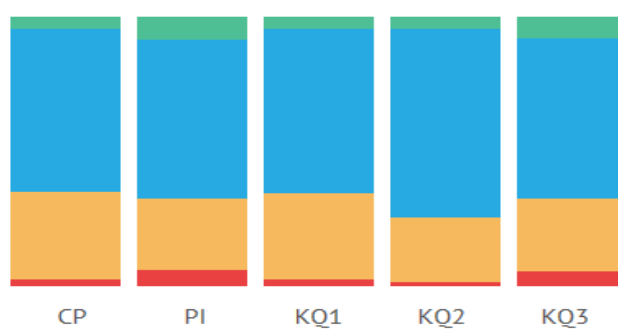
● Unsatisfactory

Carmarthenshire



Number of inspections : 15

Wales Overall



Number of inspections : 223

2. The following table shows the number of our schools placed across the complete range of Estyn categories over the past five academic years.

	2011-12 (16 schools)	2012-13 (23 schools)	2013-14 (19 schools)	2014-15 (20 schools)	2015-16 (15 schools)
Sector Leading (Case Study)	6%	9%	5%	15%	13%
Other 'good schools' (no category)	25%	26%	32%	20%	20%
LA Monitoring	6%	13%	16%	20%	13%
Estyn Monitoring	44%	48%	47%	35%	41%
Significant Improvement	13% (2 schools)	4% (1 school)	-	10% (2 schools)	13% (2 schools)
Special Measures	6% (1 school)	-	-	-	-
Overall in Category	69%	65%	63%	65%	67%

3. Developing Values and Skills for Life Long Learning

Carmarthenshire schools strive tirelessly to provide high quality teaching and learning through a wide range of stimulating and engaging experiences for all. Our learners develop numerous important values and skills from early Foundation Phase activity right through to Sixth Form study. In an ever changing world of challenge and opportunity, such core values and key skills are essential to success and enjoyment for all learners. In this section of the report we celebrate the wide variety of opportunities, focusing on participation and achievement, available within our schools. These opportunities are as important as the more traditional aspects of standards and attainment as reported in Section One. Developing a multi-skilled lifelong learner demands a varied and innovative curriculum of opportunities as the following overview celebrates.

3.1 *The Foundation Phase*

Throughout 2015-2016 academic year we have continued to provide Carmarthenshire schools with support for the delivery and implementation of the Foundation Phase Framework for Children's Learning for 3-7 year olds in Wales. The Foundation Phase Grant has maintained its delegated allocation to schools to employ additional Teaching Assistants (enabling them to work towards achieving the ratios recommended by the Welsh Government). The Local Authority has also provided the expertise and guidance of a Foundation Phase Training Officer who has delivered an effective training programme, together with additional, direct support in schools.

The 2015-2016 training programme focused mainly on developing literacy and numeracy in the Continuous Provision and also looking at early writing in the Foundation Phase.

3.2 *Non maintained settings*

Estyn Inspections in 2015-2016	
Number of Non-Maintained Settings in full Estyn inspections	8
% of Non-Maintained Settings in 'followup'	37.5%
Excellent	1
Good	4
LA Monitoring	1
Estyn Monitoring	2
In need of Significant Improvement	0
Special Measures	0
Number of Settings in 'followup' from 2014-2015 with good outcomes	4

- There are 41 Non Maintained Settings in Carmarthenshire delivering part time educational provision to 3 year olds.
- A total of 1181 children accessed the free early years entitlement in Non-Maintained Settings for 2015-2016.

Cae'r Ffair Nursery and Myrtle House Nursery agreed to take part in pilot inspections, where Estyn and CSSIW worked together to develop a joint inspection framework for early years and childcare provision. The pilot inspections resulted in positive outcomes for both.

Myrtle House was judged as having strong processes to support the transfer of children with additional learning needs and good working relationship with senior childcare staff at the local college and, as a result, the setting benefits from the sharing of expertise.

Cae'r Ffair Nursery recognised to have excellent provision in providing children with high quality learning experiences. Estyn acknowledged that Cae'r Ffair Nursery inspire children's learning which improves their literacy and numeracy skills, by going on trips to local sites and receiving visitors.

Myrtle House	Judgement
Wellbeing	Good
Learning	Good
Care and development	Good
Teaching and assessment	Good
Environment	Good
Leadership and management	Good

Cae'r Ffair	Judgement
Wellbeing	Good
Learning	Excellent
Care and development	Good
Teaching and assessment	Excellent
Environment	Good
Leadership and management	Excellent

The Non-Maintained Settings continue to receive productive support and training from the Early Years Advisory Teachers. The main focus of the training programme in 2015-2016 was on child development and attainment through the introduction of the Foundation Phase Profile (FPP). The FPP supports summative assessments at statutory points and provides a nationally consistent method for scoring the Foundation Phase outcomes and progress data.

The Early Years Pupil Deprivation Grant allows the Non-Maintained Settings to set out to tackle poverty and inequalities. The grant has been assigned to support children's oracy skills by introducing the Non-Maintained Settings to the ChATT programme. The programme has allowed Settings to identify early on strategies and approaches to effectively support children's oracy skills.

The Non-Maintained Settings work collaboratively with the Local Authority to maintain and deliver good and high quality provision.

3.3 Enhancing Welsh Heritage, Culture, Sustainable Development and Global Understanding

Reading our way to enjoyment and success ...

1. Welsh Book Council Quiz 2015-16

57 teams from our primary schools participated in 2 rounds held within Carmarthenshire. 256 pupils were involved in discussion and presentation of materials based on their reading and learning. Ysgol Llannon won in the National Round held in Aberystwyth on 14th June 2016 for years 3 and 4.



New Book Quiz for KS3

Carmarthenshire and Pembrokeshire schools piloted a new Book Quiz competition for KS3 pupils on behalf of the Welsh Books Council. Ten teams came together at the Griffith Jones Centre, St Clears, to compete for the trophy in a competition of high standard. Elinor Wyn Reynolds of Gomer Press was the judge, and was very pleased with the lively, intelligent and mature discussions.

In 3rd place came a team of Year 8 pupils from Ysgol Maes y Gwendraeth; second was a team of Year 9 pupils from Ysgol Bro Dinefwr and 1st place went to Year 9 pupils at Ysgol y Strade.



2. 'Sgwad Sgwennu Cymraeg' (Welsh Writing Squad)

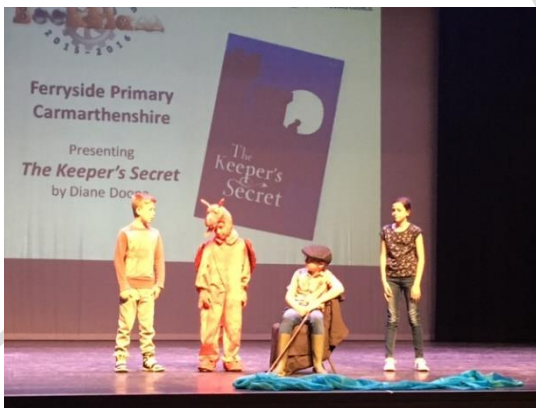
Twenty 'More Able and Talented' KS3 pupils from Ysgol Bro Myrddin, Ysgol Maes Y Gwendraeth and Ysgol Y Strade participated in our termly Sgwad Sgwennu 'creative writing' workshops with poets and authors - Manon Rhys, Eurig Salisbury and Elinor Wyn Reynolds.

3. Bookslam 2015-16!

"The more you read, the more things you will know.

The more that you learn, the more places you'll go." Dr Seuss.

- A very successful county round of the Welsh Books Council reading competition - 'BookSlam' - was held on 22nd April, 2016. The standard of the competition was extremely high, with book discussions and stage performances from pupils of Johnstown CP, Ysgol Glanyfferi, Stebonheath, Ysgol Bro Banw and Ysgol Llangunnor.
- Congratulations to Ysgol Glanyfferi who were county winners this year. Johnstown CP's team also qualified for a coveted place in the National Round.
- A Roald Dahl drama workshop provided entertainment throughout the day.

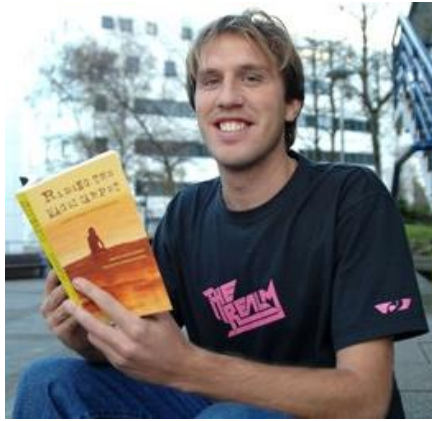


Ysgol Glanyfferi perform in the National Final of the BookSlam Competition- Theatr Brycheiniog, Brecon.



Johnstown CP School's team pictured on stage. The BFG also made a guest appearance!

- In the summer term, Tom Anderson, an up and coming Welsh author, visited Carmarthenshire to work with some of our more able and talented writers .
- The Writing Squads are organised to inspire and develop the talent of Carmarthenshire’s young writers at secondary level. Other recent guest authors include Mererid Hopwood, Ceri Elen Morris and Fran Evans.



Carmarthenshire Secondary Writing Squad working with Tom Anderson, Welsh author.

History and Religious Education Artefact Loan Service

Celtaid/Celts 1	
Eitemau yn y Cawell Storio/ Items in Storage Crate	Nifer/Quantity
1. Helm Waterloo/Waterloo Helmet	1
2. Trowsus/Trousers	1
3. Clogyn/Cloak	1
4. Tlws/Brooch	1
5. Sgyrt/Skirt	1
6. Llyfr/Book: Caradog and the Romans	1
Eitemau sydd ddim yn y Cawell Storio/Items not in Storage Crate	
7. Tarian/Shield	1
8. Gwayffon/Spear	1
9. Cleddyf/Sword	1
10. Gwain/Sheath for Sword	1



- The County Museum at Abergwili hosts a collection of loan boxes that supports the teaching of history and Religious Education.
- There are over 30 history boxes ranging from Roman soldiers’ uniforms through to household items from the 1960s and 1970s. There are also a number of historical models such as castles that can be borrowed.
- There are a similar number of Religious Education boxes containing religious artefacts such Torah scrolls, prayer mats and Diwali sets.

- The collections support learning from the Foundation Phase to Key Stage Three. New packs of resources are currently being developed.
- This year sixty one schools in Carmarthenshire and 4,606 pupils used this free loan service.

Welsh Heritage Schools Initiative

Each year, the Welsh Heritage Schools Initiative invites schools across Wales to undertake heritage projects and to submit them for this nationwide heritage competition.

- This year was another successful year for schools in Carmarthenshire with six winning submissions.
- County schools displayed their entries at the County museum at Abergwili over the summer.



Pupils from Ferryside school recreating a photograph taken in their village last century

The Scarlets partnership

This year the partnership focused on e-books and the five Carmarthenshire Digital Pioneer schools looked at a different aspect of the Scarlets experience such as match day and the environmental impact of the stadium. Pupils from Ysgol y Dderwen, Ysgol Llangadog, Ysgol Nantgaredig, Ysgol Peniel and Ysgol Teilo Sant worked closely with staff from the rugby club and then produced themed bilingual e-books that will be hosted on the Scarlet's education web page.



Fair Trade

Carmarthenshire has been a Fair Trade county for nearly seven years. The schools in the county have contributed significantly to this achievement. Ninety schools are registered on the Fair Trade scheme with 20 schools having worked their way through the full programme and gained the Fair Trade flag having been awarded the Fair Achiever Award.



The Fair Trade Committee and staff from Ysgol y Felin and guests celebrating gaining their new Fair Trade flag

The Divine chocolate poetry competition is an established feature of the Welsh education year. A number of primary and secondary schools in the county have been very successful

in this event over the years. This year Ysgol Nantgaredig were runners up in the primary category of this event.



Elsa Moore from Ysgol Nantgaredig with her prize from Divine chocolate

European School Partnerships and Professional Development

New projects

2015/16 saw a 100 percent success rate for the Carmarthenshire schools supported to apply for EU funding from the Erasmus + programme to develop strategic partnerships aimed at exchanging best practice and promoting innovation.

Some of the issues to be tackled by these partnerships include:

- promoting equality and combatting discrimination (Dyffryn Taf & Strade, Beca)
- developing digital competences to raise standards in literacy and numeracy (Y Dderwen & Peniel, Parc y Tywyn)
- improving wellbeing and enhancing entrepreneurship (Ysgol Gymraeg Rhydaman)
- empowering whole school communities to take greater control of their learning journeys (Ffwrnes & Maesllyn)

A cluster application was successfully made for funding for Foundation Phase practitioners from Tycroes, Penygroes, Llys Hywel and Y Ddwylan. This will enable them to develop more creative teaching approaches and make better use of the outdoor environment through accessing specialist training in Italy and Iceland.

Ongoing projects

Heol Goffa are working with other Special Schools in the Republic of Ireland, Northern Ireland and Scotland to develop teaching approaches to support students with severe communication difficulties.

Coedcae successfully completed the second year of their three year partnership working with Lithuania, Spain, Poland and Italy, looking at improving wellbeing through sport.

Ysgol Bro Myrddin's project focusing on Sustainable Development drew to a close this year, culminating in a European summit in the Council Chamber. This exciting project has been included as a case study on the ERW website <http://www.erw.wales/news-archive/2016/04/together-for-a-green-europe/>

3.4 Information and Communication Technology:

- Primary schools have been supported through practical workshops and half day update networking sessions in using hwb tools with a focus on data handling using J2Data and data modelling with Excel online.
- Secondary schools have been supported in using a range of hwb tools including Office 365, playlists, assignments and hwbnetworks through middle leader PLCs.
- Support has been provided to secondary schools on e-portfolio use for the Welsh Baccalaureate qualification.
- A blended learning approach to support shortage subjects is being developed using a range of hwb and wider tools.
- A common theme for all schools has been the context of the ERW pathway to Digital Competence, with an initial priority of developing schools evidence of online safety through the 360° Safe Cymru online framework. Three LA officers have embarked on becoming 360° Safe Cymru Mark assessors. Schools have had the opportunity to engage with and feedback on the draft version of the Welsh Government Digital Competence Framework.

3.5 Healthy Schools Scheme

The Healthy Schools Scheme is now in its 13th year with a total of 113 schools on board the scheme. During this academic year a total of 4 schools were successful in completing another phase within the scheme. There are currently 4 Schools working towards Phase 2, 16 schools working towards Phase 3, 35 schools working towards Phase 4, 36 Schools working towards Phase 5 and 19 schools working towards the National Quality Award (NQA) which is the highest award achievable within the scheme.

Training for Teachers and LSA's

- Whole School Training sessions were delivered on the National PSE 'Growing-Up' Resource.
- A Primary School Food Conference was held to emphasise the prevalence of childhood obesity and its effects on the nation. Delegates attended 5 different workshops which included a 'Food in Schools' workshop which was delivered by Gareth Thomas the Food in Schools Co-ordinator for Wales and Associate Officer for WAG.
- Four 'Healthy School Co-ordinator' training days were held. Attendees received training on various health issues such as Domestic Abuse, Healthy Eating & Oral Hygiene.
- A Lesbian, Gay, Bisexual and Transgender (LGBT) Anti Bullying Train the Trainer Course was delivered by Stonewall Cymru to both primary and secondary school practitioners.
- A 'Whole School' Twilight Training session was delivered to Ysgol Gymraeg Rhydaman with regards to recent up-dates to the Healthy Schools Scheme and current Health issues. Focus was placed on the 'Healthy Eating in Schools Regulations Act' and on the new Eat-well-Guide.

Training for pupils

- The scheme delivered Sexual Health & Relationships Educator Training to over 60 Year 12 pupils at 3 secondary schools within the authority: Bro Dinefwr, Amman Valley and Stradey. The Year 12 pupils successfully delivered Sexual Health & Relationship sessions to their year 8 and 9 peers following the training.



Healthy Eating provision for Schools:

- The scheme has funded the delivery of Nutritional sessions delivered by Hayley Herbert (Registered Dietitian) and practical cooking sessions by Jane McEwen (Cooking Counts Wales) to Penygroes, Laugharne, Ysgol y Castell and Peniel, who are all working towards the NQA. The scheme also arranged for these schools to receive sessions from Carmarthenshire's Catering Service on creating healthy smoothies with the use of the Smoothie Exercise bikes.



Partnership Working and Health Promotion

- Stonewall Cymru has confirmed that Carmarthenshire is now placed 33rd out of 50 other Local Authorities in The Education Champion Equality INDEX, an improvement from last year.
- The Healthy School Scheme participated in 3 events delivered and organised by Menter Cwm Gwendraeth Elli in order to promote the scheme and to promote the benefits of regular physical activity and healthy eating on health.
- The Healthy Schools Officer had the opportunity to meet with visiting teachers and their Head-teacher from Kanstelli Community School in Finland. The visitors were given a presentation which focussed on the aims and principles of the Healthy Schools Scheme on a national level and also the work that has been undertaken within Carmarthenshire. It was a very positive experience for all, with the Finnish teachers being inspired to set up a similar initiative within their area.
- The HSS continues to co-ordinate and chair the Childhood Obesity Prevention Group Meetings which have been running successfully for over two years. The scheme continues to have several actions within the Group's Action Plan such as increasing physical activity levels amongst school pupils.
- The scheme held the Healthy Schools Christmas Competition, (October 2015 – December 2015) where pupils from both secondary and primary schools were invited to re-create the popular Christmas song 'The 12 Days of Christmas' to 'The 12 Healthy Days of Christmas'. The winning school was Johnstown Primary school who received Physical Activity Equipment.
- A Healthy Schools Network has been created on Hwb for Healthy School Co-ordinators and Teachers. The purpose of the Network is to strengthen the relationship between the Co-ordinators across Carmarthenshire, to improve communication, to share resources, ideas and good practice.
- A second Healthy Schools Officer was appointed on a secondment basis to work alongside the current Officer during the 2016-17 academic year.

3.6 Carmarthenshire School-based Counselling Service (SBCS)

Carmarthenshire has commissioned Area 43 to manage and provide a professionally accredited school-based counselling service to its young people from year 6 to age 18. Pupil use of the service has continued to be good. 916 pupils used the service in this academic year accessing an average of 5.8 counselling sessions. There has been an increase in use of counselling by year 6 pupils, 38 this year. Young People Core outcome measures show that the level of emotional distress frequently moves from moderate to mildly elevated and young people's own evaluation of the service is overwhelmingly positive. For example:

- Reassuring advice to help with stress and low mood and how to cope with overthinking.
- Talking through my problems and it's better at home now with mum.
- I was nervous and anxious in the beginning and now I'm more confident.
- It helped me because I had someone I could talk about my problems to.
- I felt a weight has been lifted from my shoulders, it definitely helps to talk issues through.
- It was very good and helped me control my anger and helped me to look at the situation before getting angry and to have a better relationship with my family.
- It helped me with my bullying.

Almost all the children and young people report that their confidence has improved as a result of the counselling sessions, that they were less worried, felt more supported and were more able to cope with issues they were facing.

The predominant issues addressed through counselling were linked to family and self worth. School staff continue to be very satisfied with the provision of the SBCS.

3.7 Carmarthenshire Minority Ethnic Achievement Service (MEAS)

This year has seen our EAL population rise again. The service covers 40 primary schools and 6 secondary schools. Currently we have in excess of 1200 children on our EAL register, a number which has increased year on year (87 in 2003/4).

The service employs 4 English as and Additional Language (EAL) Specialist teachers, 2 Polish Bilingual Teaching Assistants and 2 Arabic Bilingual Teaching Assistants. We support all children who are stage A and B on the EAL register and the majority of stage C students in Secondary. We work closely with those who have daily contact with EAL learners to help them develop inclusive strategies and reach their potential. We offer support for schools preparing for new arrivals and with more advanced learners. This year we have employed a new Specialist Teacher who is a fluent Welsh speaker which allows us to fully support our learners in Welsh medium schools. We work with EAL Coordinators to monitor the progress of our learners and help with pupil assessment, target setting and planning for future learning. We also provide staff training and offer inset packages.

The MEAS team, working closely with our colleagues in schools, aim to achieve the following common objectives:

- Continued and marked progress of English/Welsh language acquisition
- Enhanced personal development
- School leavers with qualifications and good employment prospects.

Home Office funding has enabled us to employ dedicated Arabic TAs who work closely to support the arrival of Refugee families in the authority. The TAs assist the induction process with translation and interpretation in addition to supporting children in accessing the curriculum in class.

A very successful 'Safe Havens Conference' was held in 2015-16 to raise awareness of the issues surrounding refugees and their resettlement.

We have worked closely with other agencies such as the Ethnic Youth Support Team and Show Racism the Red Card to equip schools with the expertise and resources to best help the resettlement process. We also work closely with our colleagues in other ERW regions to share support and best practice.



3.8 Carmarthenshire Traveller Achievement Service

This year the service has been able to support 6 secondary schools and 7 primary schools. We currently have 171 children on our register, not all of whom are currently receiving support.

Support continues to be delivered on a weekly basis, in small groups or 1:1 sessions with the focus being on Literacy and Numeracy. The target is to enable the children to be better equipped to deal with situations that they encounter later in life.

There has been an overall improvement with attendance from Traveller children over the past year. This has impacted slightly on improving their attainment levels in primary schools.

Some Traveller children have continued with their education into years 12 & 13, which is a real achievement. Gypsy children are making the transition to secondary schools but many are leaving from around year 9. However, Irish Travellers are not making the transition to secondary school as their culture is such that they wish their children to be educated at home away from any influences from the settled community.

The service works closely with other agencies and continues to develop close relationships with families to maintain the best educational opportunities for all Traveller pupils within the authority.

3.9 Supporting Additional Learning Needs (ALN)

Supporting schools with ALN Reform

Person-centred coaches have supported schools to familiarise themselves and use person-centred tools. Useful resources for schools such as One Page Profiles and Individual Development Plan pro forma have been developed.

Flagship Schools have been developed to act as models of best practice in the field of Person Centred Practice and champion the tools needed to support future ALN reform. These schools are also developing PCP Support Networking Groups and organise support meetings for coaches.

A Person Centred Practice Conference was held to bring together leaders and managers across Education, Children's Services and Health to gain a shared understanding of Person Centred Practice and to support Welsh Government's vision for ALN transformation.

Behaviour Support Services

Work on remodelling of the Behaviour Support Services continued this year following on from last year's consultative and evaluative work around looking at what works, what needs development and what needs to change. The model at Rhydygors day centre has been adapted to 4 day placements to allow regular outreach support into mainstream schools to strengthen interventions, partnership working and raise capacity. The Behaviour Support Community Team and Rhydygors Day Centre and Canolfan Y Gors staff have been undertaking joint development and training.

Training

Other training being rolled out across schools and services in the county include training through the SENCO Fora on the ALN Transformation Programme, Specific Learning Difficulties, autism awareness, social stories, the 'working for' approach, Anxiety and Autism, Picture Exchange Communication System (PECS) and Proact Scip Positive Behaviour Management.

Canolfan Cothi and Garreglwyd

Canolfan Cothi opened as the new Secondary specialist ALN autism provision as part of the newly built Ysgol Bro Dinefwr. During the past year, pupils previously located at Garreglwyd successfully transferred to the Canolfan Cothi Centre which has facilities to support up to 30 secondary aged pupils on the autism spectrum.

Garreglwyd Residential Autism Provision remains in its current location in the Gwendraeth Valley. Two secondary aged pupils with autism who were previously in out-of-county specialist residential provision have returned to Garreglwyd during the year, considerably reducing out of county costs. Planning discussions for further expansion of this provision are in place.

3.10 Carmarthenshire Music Service

Carmarthenshire Music Service has continued to provide high quality tuition and performing opportunities to the pupils of our county. During 2015-2016:

- Pupil numbers remained high with just under 6,000 pupils receiving weekly provision in the form of instrumental lessons, vocal tuition or curriculum support.
- The service ran 5 ensembles at Intermediate Level (Key Stage 3) which culminated in the Intermediate Music Festival held at Q.E. High School during March 2015.
- The service ran 6 ensembles at Senior Level (Key Stages 4 & 5) which culminated in the Senior Music Festival held at the Ffwrnes and Lyric Theatres during March 2016.
- The Service ran 14 Junior ensembles (Primary) that took part in the *Junior Proms Festival* held across four concerts at the Ffwrnes Theatre in June 2016. More than 2,000 primary school pupils from Key Stage 2 took part .
- Over 60 secondary school pupils represented Carmarthenshire in the Six Counties Ensembles run by the ERW Consortium.
- Over 30 young musicians represented Carmarthenshire at National Level performing with National Youth Arts Wales.
- The County Senior Orchestra progressed to the regional finals of the Music for Youth Festival and were invited to perform at Symphony Hall, Birmingham.



- The Secondary Schools' Girls Choir progressed to the regional finals of the Music for Youth Festival and were invited to perform at Symphony Hall, Birmingham.

- The Secondary Schools' Girls Choir were invited to perform at the Music for Youth Proms at the Royal Albert Hall.



3.11 Leadership of Learning

We are fully committed to ensuring the highest quality of 'Leadership of Learning' across all our schools and at every level within them. We actively promote the national drive to enhance the leadership skills and roles of all school practitioners and leaders in support of the best learning and outcomes for all young people. Our work encompasses the entirety of the 'Leadership continuum' to provide opportunities for the whole school community, including Learning Support Assistants, Higher Level Teaching Assistants, Newly Qualified Teachers, Middle Leaders, Aspiring Leaders, Senior Leaders and Governors. Here are a few examples of this work in practice:

i) ERW School Leadership Development Programme:

We have continued to enhance the skills and experiences of our 'middle' and 'aspiring' leaders through active participation in the ERW School Leadership Development Programme. This revised programme provides wholly relevant and constructive opportunities for our practitioners to study key areas of both the Wales and international education agendas. In addition, facilitating 'good practice' and supporting 'whole school improvement' across a variety of strategies forms a focal part of the work.

ii) NPQH (National Professional Qualification for Headship) Provision:

We provide ongoing guidance and support for practitioners from across all sectors wishing to pursue the NPQH programme. We are proactive in the identification of future leaders as a part of 'talent spotting' process and work in close partnership with our headteachers and senior leaders. This is clearly aimed at providing a practical 'succession planning' programme across our authority.

iii) Carmarthenshire NPQH Programme graduation statistics:

Cohort	Primary	Secondary	Total
2011/12	1	2	3
2012/13	5	2	7
2013/14	2	1	3
2014/15	3	-	3
2015/16	6	-	6

iv) Professional support and development for Newly Appointed Head teachers:

We continue to support our newly appointed headteachers with –

- Professional mentor support
- Local network meetings*
- ERW Seminars/workshops

*meetings provide opportunities for discussion and collaboration with local authority partners e.g. Human Resources, Inclusion, School Improvement, Finance, Safeguarding, Health & Safety etc.

v) Professional development for Head teachers and Senior Leaders:

Carmarthenshire supports and promotes the effective sharing of good practice within our LA and region through numerous levels of activity. Local Authority and regional collaboration has facilitated individual professional development and whole school improvement most effectively. Once again, our Head teachers and Senior Leaders have experienced and contributed to this work in an enthusiastic and supportive manner. These activities have included:

- Undertaking Executive Headteacher roles (leading schools within a partnership or federation)

- Curriculum innovation work through local or regional 'Leaders of Learning' (sharing of good practice – particularly in the fields of literacy, numeracy, ICT and reducing the impact of poverty)
- Commissioned leadership work: undertaking support and challenge activity within our schools e.g. working with schools causing concern, providing increasing levels of 'School-to-School' support, undertaking ERW Core Visits etc
- Supporting Local, Regional and National Networks including - developing Leadership Programmes, Professional Development Programmes, Governor Services, HR Services, supporting Headteacher Reference Groups etc.
- DEPNET Group (Secondary Deputy Headteachers' Network): this network has continued to link deputy head-teachers from all our secondary schools, engaging them in a wide range of self-improving activities in support of raising standards.

3.12 Preparing Young People for Working Life

Following an extensive consultation process, the Executive Board approved the finding and recommendations of the Carmarthenshire 11-19 Review in October 2016. This report identified the shared Carmarthenshire curriculum to be delivered in secondary schools and Coleg Sir Gar in the period 2016-2020. The report included strong links to the local economy and labour market priorities emerging from the work of the Swansea Bay City Region.

The recommendations of the report included a number of key strands of current departmental work to prepare young people for jobs in-county, across the region and nationally.

These initiatives include:

- Taking over the responsibility for the management of work experience placements, including the vetting of all placements used in county for safeguarding and health and safety purposes;
- Organisation of a range of Careers and the World of Work events in partnership with Careers Wales, including a 2 day careers conference for all year 10 pupils and an innovative programme of work related experience run in the Llanelli area with local employers;

- Supporting over 600 learners in Key Stage 4 to undertake vocational courses at Coleg Sir Gar in subject areas closely linked to the local labour market including engineering, construction, hair and beauty and agriculture;
- Providing additional personal support and alternative curriculum programmes for young people at risk of becoming NEET via the Carmarthenshire element of the regional Cynnydd ESF Project;
- Developing e-learning and blended learning technology to enable young people studying low take-up subjects to be taught remotely using cutting edge technology;
- Delivering the Seren Network hub activities in partnership with Pembrokeshire to enable our most able and talented young people to progress to the most competitive universities including Cambridge and Oxford;
- Supporting the delivery of the Welsh Bacalaureate in schools which develops skills in enterprise and entrepreneurship, community development and global citizenship.

In addition to these actions, Carmarthenshire continues to be the leading local authority in Wales for the delivery of the Duke of Edinburgh's Award. In 2016, Carmarthenshire once again topped national statistics for the number of young people completing awards (641), the number of new starters (1132), the number of Welsh speaking participants and the highest percentage of the 14-25 population taking part in the Award. The county has also been very well represented at national award presentations taking place at St James' Palace. Taking part in the Award enables young people to challenge themselves, work in groups and solve problems as well as developing new skills and volunteering in their local communities, all of which prepares them for life beyond school and college.

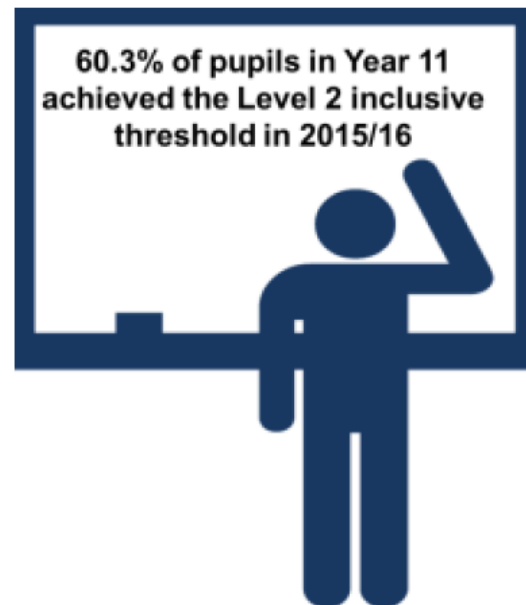
3. Jargon buster

Jargon	Meaning
AfL	Assessment for Learning
ALN	Additional Learning Needs
Area 43	Youth Project Charity
CSI	Core Subject Indicator - awarded to pupils at the end of: KS2 (Year 6) – achieving Level 4 or above in Welsh or English, Maths and Science KS3 (Year 9) – achieving Level 5 or above in Welsh or English, Maths and Science
DEPNET	Secondary Deputy Head teachers' Network
EAL	English as an Additional Language
EIG	Education Improvement Grant
ERW	Education through Regional Working (our Regional Consortium)
EWO	Education Welfare Officer
FP	Foundation Phase
FPI	Foundation Phase Indicator - awarded to pupils at the end of Year 2 achieving Outcome 5 or above in Language (Welsh or English), Mathematical Development and Personal & Social Development
KS	Key Stage
LA	Local Authority
L2i	Level 2 inclusive (5 GCSE A* - C including Welsh or English and Maths)
L2	Level 2 (5 GCSE at A* - C grades)
Level 3 Threshold	2 or more A Levels or equivalent qualification
MEAS	Minority Ethnic Achievement Service
NPQH	National Professional Qualification for Headship (mandatory in Wales)
PLC	Professional Learning Community
Quality Indicators	The ten 'Quality Indicators' as used by Estyn within the Inspection Framework
SBCS	School Based Counselling Service
UWTSD	University of Wales, Trinity St. David

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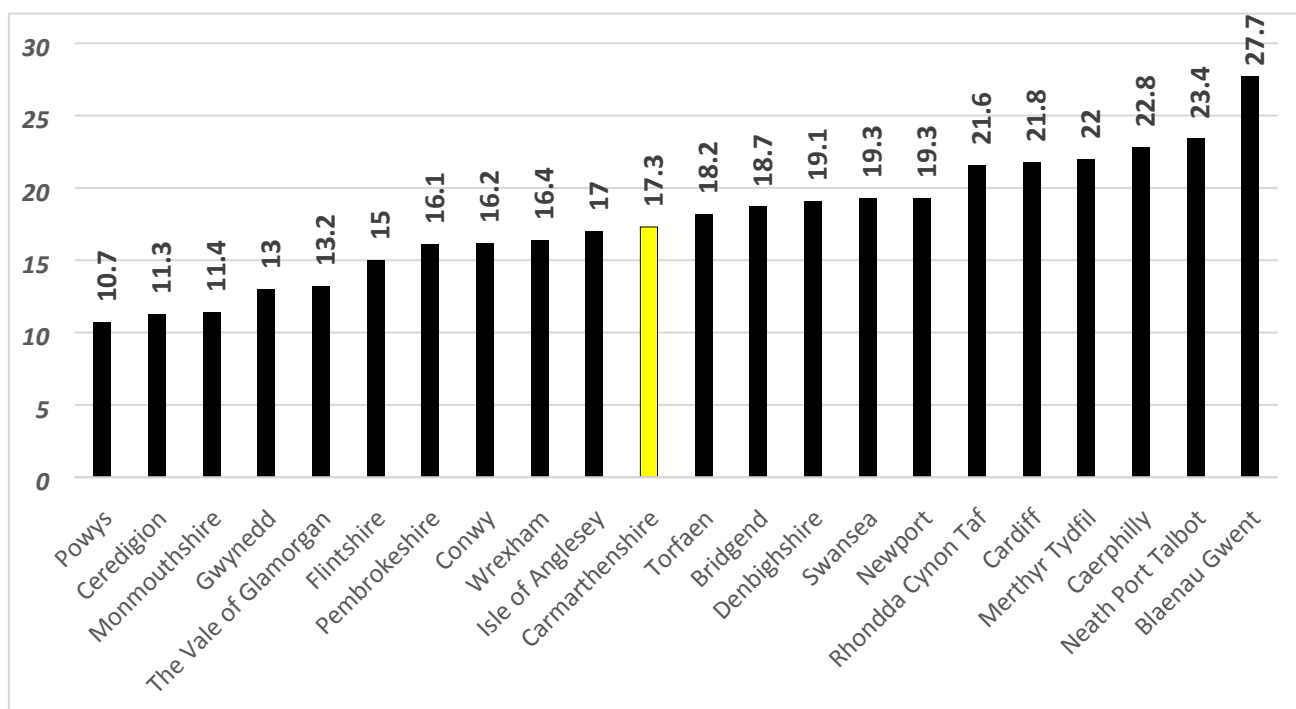
CARMARTHENSHIRE'S 2015/16 GCSE and A LEVEL OUTCOMES.

Examination results continue to rise. The Level 2 inclusive measure has increased each year since records began in 2006/07.



E-FSM Benchmarking

(Pupils Aged 5-15)	2014/15	2015/16	2016/17
Primary Rank	7 th	11 th	13 th
Secondary Rank	7 th	10 th	11 th
LA Rank	7 th	10 th	11 th



Level 1 (a volume of qualifications equivalent to 5 GCSEs at grade A*-G)

In Carmarthenshire **96.6%** of our learners achieved the **Level 1** indicator. This was the 4th highest in Wales. Five of the ERW Local Authorities were placed in the Top 10. The Welsh average was 95.3%

		Number of pupils	Level 1 threshold
1	Gwynedd (4 th efsm)	1,281	97.3
2	Swansea	2,479	96.9
3	Rhondda Cynon Taf	2,641	96.7
4	Carmarthenshire	1,928	96.6
5	Isle of Anglesey	617	96.3
6	Ceredigion	698	96.1
7	Powys	1,316	96.1
8	Monmouthshire	799	95.9
9	Pembrokeshire	1,233	95.9
10	Merthyr Tydfil	614	95.4
11	Bridgend	1,529	95.4
12	The Vale of Glamorgan	1,521	95.4
13	Flintshire	1,615	95.3
14	Caerphilly	2,048	95.1
15	Neath Port Talbot	1,508	94.9
16	Torfaen	1,085	94.7
17	Cardiff	3,315	94.4
18	Conwy	1,159	94.3
19	Wrexham	1,296	93.8
20	Denbighshire	1,119	93.7
21	Newport	1,701	93.4
22	Blaenau Gwent	653	93.0

Level 2 (volume of qualifications equivalent to of 5 GCSEs at grade A*-C)

In Carmarthenshire **89.2%** of our learners achieved the **Level 2** indicator. This was the 4th highest in Wales. The Welsh average was 84%. Five of the ERW Local Authorities appear in the Top 10.

		Number of pupils	Level 2 threshold
1	Ceredigion (2 nd e-fsm)	698	91.4
2	Rhondda Cynon Taf	2,641	90.3
3	Monmouthshire	799	90.2
4	Carmarthenshire	1,928	89.2
5	Neath Port Talbot	1,508	89.0
6	Bridgend	1,529	88.0
7	The Vale of Glamorgan	1,521	87.8
8	Swansea	2,479	86.9
9	Powys	1,316	86.6
10	Gwynedd	1,281	85.9
11	Merthyr Tydfil	614	84.5
12	Pembrokeshire	1,233	84.5
13	Cardiff	3,315	84.3
14	Denbighshire	1,119	83.6
15	Isle of Anglesey	617	82.8
16	Flintshire	1,615	82.6
17	Conwy	1,159	82.1
18	Torfaen	1,085	79.9
19	Caerphilly	2,048	76.5
20	Newport	1,701	74.5
21	Wrexham	1,296	73.4
22	Blaenau Gwent	653	71.4

Level 2 Inclusive (5 GCSEs A*-C including a Language and Mathematics)

Across Wales **60.3%** of pupils in Year 11 achieved the Level 2 inclusive threshold. In Carmarthenshire our learners achieved their highest ever **Level 2 inclusive** result which at **65.1%** and placed 6th in Wales. Four of the ERW Local Authorities were placed in the Top 10.

		Number of pupils	Level 2 threshold
1	Ceredigion (2 nd e-fsm)	698	70.3
2	The Vale of Glamorgan (5 th e-fsm)	1,521	67.1
3	Monmouthshire (3 rd e-fsm)	799	67.0
4	Gwynedd (4 th e-fsm)	1,281	65.9
5	Powys (1 st e-fsm)	1,316	65.3
6	Carmarthenshire (11th e-fsm)	1,928	65.1
7	Swansea	2,479	64.7
8	Cardiff	3,315	62.5
9	Bridgend	1,529	61.7
10	Flintshire	1,615	61.5
11	Neath Port Talbot	1,508	60.9
12	Pembrokeshire	1,233	59.3
13	Isle of Anglesey	617	58.8
14	Denbighshire	1,119	58.7
15	Newport	1,701	57.3
16	Rhondda Cynon Taf	2,641	56.6
17	Conwy	1,159	55.9
18	Wrexham	1,296	55.3
19	Merthyr Tydfil	614	53.9
20	Torfaen	1,085	53.5
21	Caerphilly	2,048	53.0
22	Blaenau Gwent	653	48.2

Core Subject Indicator (achieved the Level 2 threshold in each of English or Welsh first language, mathematics and science)

The Welsh average was 57.6%. Carmarthenshire's learners achieved **62.3%** and 5th.

		Number of pupils	Achieved the Core Subject Indicator
1	Ceredigion	698	69.2
2	The Vale of Glamorgan	1,521	66.3
3	Monmouthshire	799	64.7
4	Gwynedd	1,281	64.4
5	Carmarthenshire	1,928	62.3
6	Swansea	2,479	62.2
7	Powys	1,316	61.9
8	Cardiff	3,315	60.1
9	Bridgend	1,529	60.0
10	Flintshire	1,615	58.8
11	Pembrokeshire	1,233	57.1
12	Neath Port Talbot	1,508	56.8
13	Denbighshire	1,119	56.5
14	Isle of Anglesey	617	55.8
15	Rhondda Cynon Taf	2,641	55.1
16	Wrexham	1,296	53.9
17	Conwy	1,159	53.1
18	Merthyr Tydfil	614	52.3
19	Torfaen	1,085	50.7
20	Caerphilly	2,048	50.6
21	Newport	1,701	49.9
22	Blaenau Gwent	653	40.6

Average Wider Point Score

		Number of pupils	Average wider points score
1	Carmarthenshire	1,928	596.0
2	Gwynedd	1,281	591.0
3	Merthyr Tydfil	614	577.8
4	Swansea	2,479	572.6
5	Bridgend	1,529	566.2
6	The Vale of Glamorgan	1,521	556.9
7	Neath Port Talbot	1,508	551.5
8	Rhondda Cynon Taf	2,641	547.8
9	Isle of Anglesey	617	547.0
10	Pembrokeshire	1,233	542.9
11	Powys	1,316	542.4
12	Flintshire	1,615	526.6
13	Denbighshire	1,119	526.2
14	Ceredigion	698	518.5
15	Wrexham	1,296	515.9
16	Cardiff	3,315	510.7
17	Monmouthshire	799	495.2
18	Conwy	1,159	486.6
19	Newport	1,701	471.6
20	Torfaen	1,085	462.9
21	Caerphilly	2,048	455.4
22	Blaenau Gwent	653	454.6

Average Wider Point Score (The average capped wider points score is calculated using the best 8 results for each pupil)

The average capped wider points score across Wales was 344.6. In Carmarthenshire it was 360 placing us 1st in Wales.

		Number of pupils	Average capped wider point scores
1	Carmarthenshire	1,928	360.0
2	Ceredigion	698	358.5
3	Swansea	2,479	356.6
4	Gwynedd	1,281	355.7
5	Powys	1,316	353.3
6	Monmouthshire	799	353.3
7	The Vale of Glamorgan	1,521	353.1
8	Bridgend	1,529	351.6
9	Rhondda Cynon Taf	2,641	351.2
10	Neath Port Talbot	1,508	349.9
11	Isle of Anglesey	617	346.8
12	Pembrokeshire	1,233	346.3
13	Merthyr Tydfil	614	345.7
14	Cardiff	3,315	343.7
15	Flintshire	1,615	343.3
16	Denbighshire	1,119	340.4
17	Conwy	1,159	334.7
18	Wrexham	1,296	328.6
19	Torfaen	1,085	328.4
20	Caerphilly	2,048	327.5
21	Newport	1,701	327.5
22	Blaenau Gwent	653	318.1

Number of pupils aged 17 entering a volume equivalent to 2 A levels

1	Cardiff	1,231
2	Rhondda Cynon Taf	1,079
3	Newport	791
4	Bridgend	726
5	The Vale of Glamorgan	715
6	Carmarthenshire	625
7	Flintshire	581
8	Swansea	575
9	Caerphilly	546
10	Conwy	531
11	Powys	493
12	Pembrokeshire	474
13	Denbighshire	438
14	Ceredigion	407
15	Monmouthshire	351
16	Gwynedd	350
17	Torfaen	350
18	Isle of Anglesey	246
19	Neath Port Talbot	158
20	Wrexham	137
21	Merthyr Tydfil	0
22	Blaenau Gwent	0

Level 3- (a volume of qualifications at Level 3 equivalent to 2 A levels at grade A*-E)

In 2015/16, Carmarthenshire had the highest percentage of 17 year olds who entered a volume equivalent to 2 A levels achieving the Level 3 threshold (99.5 per cent). In Wales 98.0 per cent of those entering a volume equivalent to 2 A levels achieved the Level 3 threshold.

		Percentage of 17 year old pupils entering a volume equivalent to 2 A levels who achieved the Level 3 threshold
1	Carmarthenshire	99.5
2	Powys	99.4
3	Ceredigion	99.3
4	Pembrokeshire	99.2
5	Monmouthshire	99.1
6	Torfaen	98.6
7	Flintshire	98.5
8	Bridgend	98.3
9	The Vale of Glamorgan	98.3
10	Conwy	98.3
11	Gwynedd	98.3
12	Newport	97.7
13	Cardiff	97.6
14	Wrexham	97.1
15	Caerphilly	97.1
16	Rhondda Cynon Taf	97.0
17	Denbighshire	97.0
18	Swansea	96.9
19	Neath Port Talbot	95.6
20	Isle of Anglesey	94.7
21	Merthyr Tydfil	0.0
22	Blaenau Gwent	0.0

Average wider points score for pupils aged 17

The average wider points score in Wales was **823.2**. Carmarthenshire's learners achieved **882.7**-4th highest in Wales. Pembrokeshire had the highest average wider points score at 913.6.

		Average wider points score for pupils aged 17
1	Pembrokeshire	913.6
2	Ceredigion	911.9
3	The Vale of Glamorgan	897.0
4	Carmarthenshire	882.7
5	Gwynedd	877.4
6	Newport	876.1
7	Conwy	872.3
8	Cardiff	870.0
9	Isle of Anglesey	844.0
10	Monmouthshire	835.1
11	Bridgend	806.2
12	Powys	804.0
13	Torfaen	803.7
14	Caerphilly	784.8
15	Rhondda Cynon Taf	765.7
16	Flintshire	764.3
17	Wrexham	751.5
18	Neath Port Talbot	723.2
19	Swansea	704.8
20	Denbighshire	697.8
21	Merthyr Tydfil	33.1
22	Blaenau Gwent	8.9

The 2016 National School Categorisation System Outcomes



The National School Categorisation System is agreed between local education authorities and Welsh Government and includes performance measures and self-evaluation by schools.

The system's main purpose is to identify which schools are in most need of support.

The system is about providing support and encouraging collaborative improvement by putting schools into a position that enables them to identify the factors that contribute to their progress and achievement, or what areas to focus on to achieve further development. It is not about labelling or creating league tables.

The system is a three step model that is not purely data-driven but also takes into account the quality of leadership and teaching and learning in our schools.

What is the three-step process and how does it work?



Standards group

We use a range of information to analyse the school's performance. Schools are placed in one of four standards groups, numbered 1 to 4, which identify how well they are performing against a set of agreed measures. Standards group 1 is the group that performs most strongly against the agreed measures.



Improvement capacity

Regional consortia challenge advisers evaluate the school's capacity to improve, taking account of evidence about the standards achieved and the quality of leadership and learning and teaching. Schools will be in one of four groups, A to D. Schools where the judgement is an A show the greatest capacity to improve along with the ability to support other schools. Those where the judgement is D need the most support.



Support category

The outcomes in step one and step two are combined to decide on the school's support category. The final categorisation is a colour code that shows the level of support a school needs – green, yellow, amber or red. [See overleaf.](#)



Schools are placed into one of four colour-coded support categories- **green**, **yellow**, **amber** and **red**- to demonstrate **the level of support they need**. Schools in the **green** category are deemed to be in need of the **least support** while schools in the **red** category are those identified as needing the **most support**.

Support for improvement

Least

Most



Least

Most

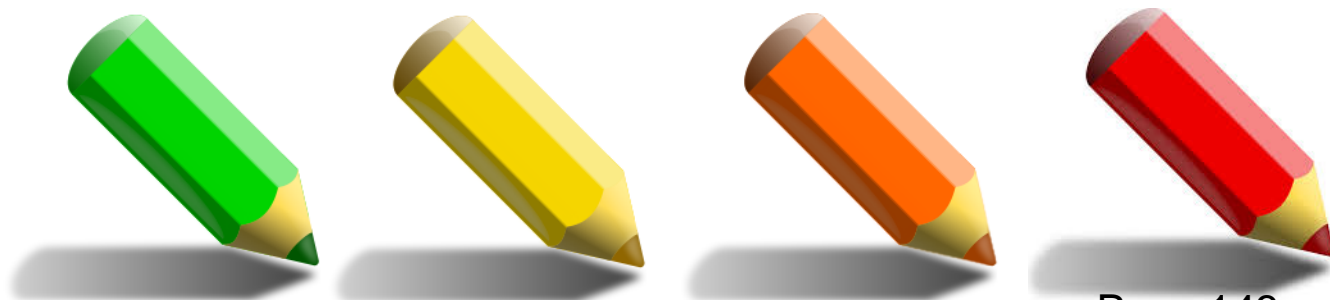
The outcomes of the categorisation system are available on the **My Local School** website.

Cabinet Secretary for Education Kirsty Williams said:

“This system is not about grading, labelling or creating crude league tables but about providing support and encouraging improvement in our schools. It is about putting schools into a position that helps them to identify areas they can strengthen and what they need to do achieve further improvements.”

This year’s results show that there are fewer schools in Wales in need of the highest levels of support compared to last year. Similarly, there are more schools categorised as needing lower levels of support. In summary:

- the proportion of **green schools** (those needing less support) has increased by 5% in the primary sector and 7% in the secondary sector.
- the proportion of **red schools** (those identified as needing most support) has reduced by 1% in the primary sector and 2% in the secondary sector.
- 84.4% of **primary schools** are now in the **green** and **yellow** categories- an increase of 8.5pp from last year.
- 64.6% of **secondary schools** are now in the **green** and **yellow** categories- an increase of 7.6pp from last year.
- 41% of **special schools** have been categorised as **green**, and needing less support, with only 8% being categorised as **red** and in need of most support

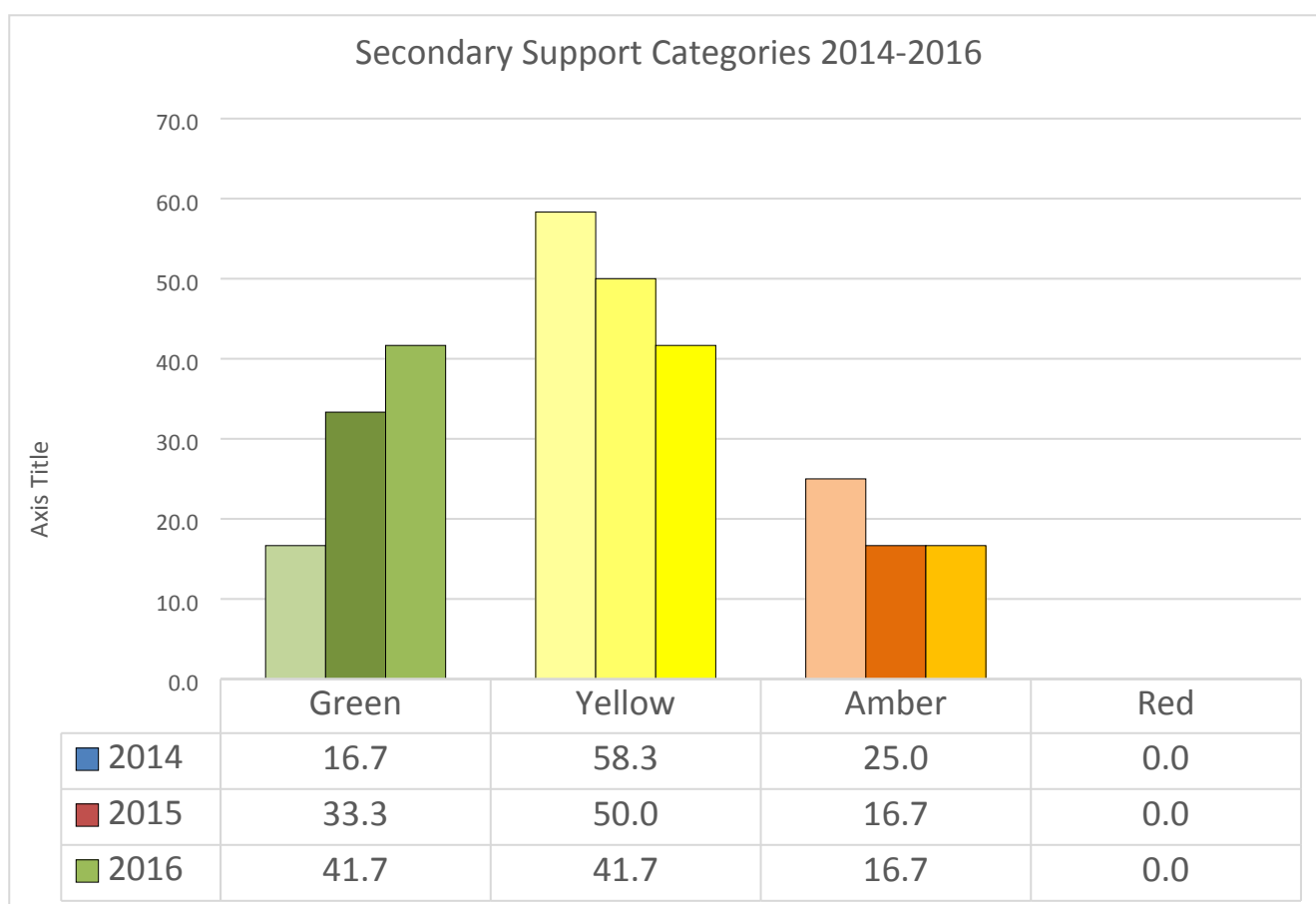


Carmarthenshire Secondary School Categorisation 2016

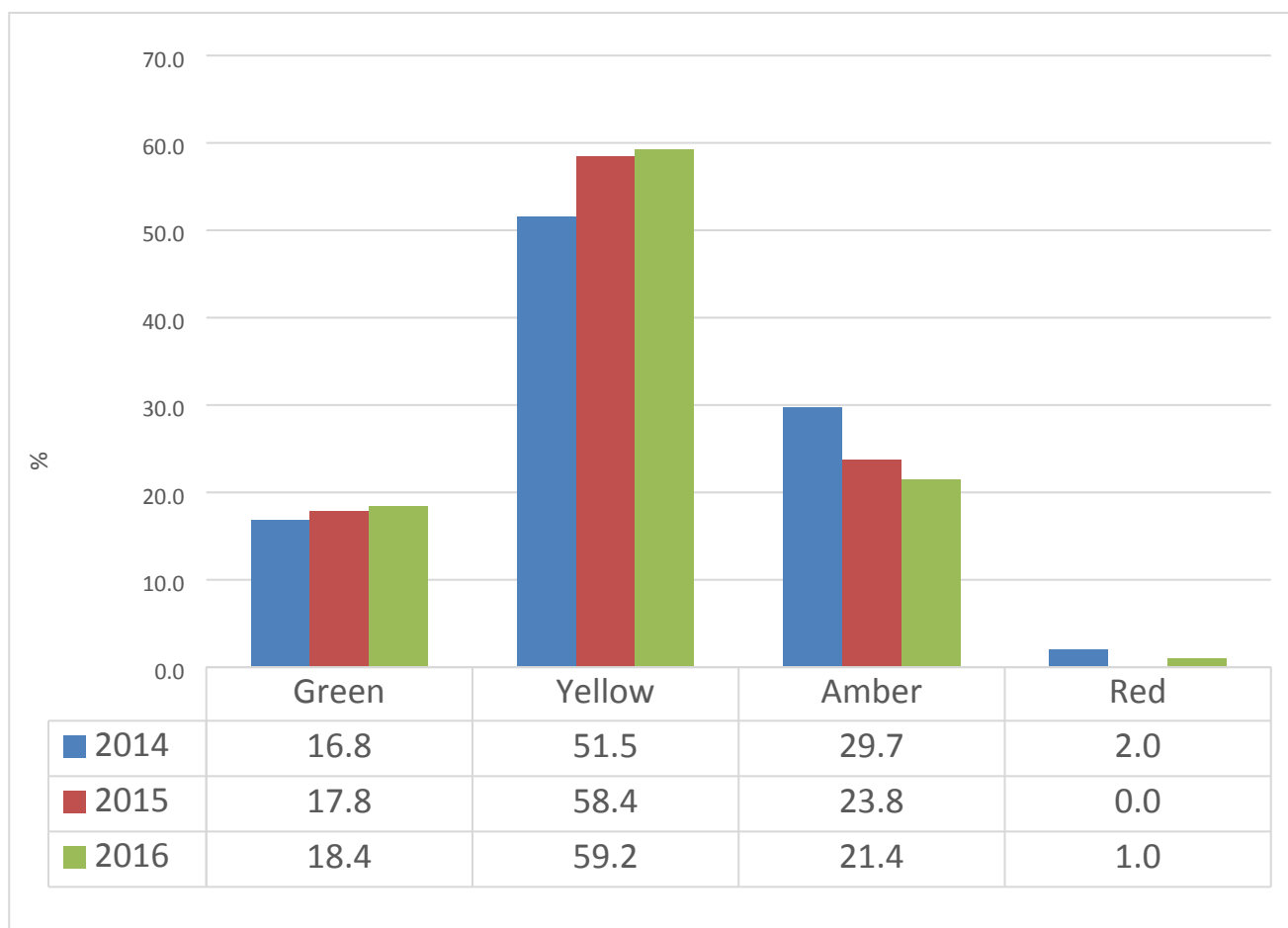
School name	Step Three:	
Ysgol Gyfun Y Strade	Green/Gwyrdd	42%
Ysgol Glan-y-Mor	Green/Gwyrdd	
Ysgol Bro Myrddin	Green/Gwyrdd	
Ysgol St John Lloyd	Green/Gwyrdd	
Ysgol Bro Dinefwr	Green/Gwyrdd	
Ysgol Dyffryn Aman	Yellow/Melyn	42%
Ysgol Coedcae	Yellow/Melyn	
Ysgol Bryngwyn	Yellow/Melyn	
Ysgol Dyffryn Taf	Yellow/Melyn	
Ysgol Maes Y Gwendraeth	Yellow/Melyn	
Ysgol Queen Elizabeth High School	Amber/Oren	16%
Ysgol Gyfun Emlyn	Amber/Oren	

Free school meals (eFSM)

Where a secondary school's performance of eFSM learners is below the agreed minimum standard (32%), the judgement in relation to their standards group will not be assessed as being better than a 3. If other indicators are good, and correlate with a strong consortia assessment at later steps, then a school can be awarded a yellow category at best. Therefore there will be no green schools in Wales who have not met the minimum standard of 32% (three year weighted average) for its free school meals pupils in 2016.



Carmarthenshire Primary School Categorisation 2016



School name	Step Three:	School name	Step Three:
Ysgol Gynradd Saron	Green/Gwyrdd	Swiss Valley C.P. School	Green/Gwyrdd
Ysgol Gynradd Parcyrhun	Green/Gwyrdd	Parc Y Tywyn School	Green/Gwyrdd
Johnstown Primary School	Green/Gwyrdd	Pembrey C.P. School	Green/Gwyrdd
Ysgol Y Dderwen	Green/Gwyrdd	Ysgol Gymraeg Rhydaman	Green/Gwyrdd
Llangennech Infants School	Green/Gwyrdd	Ysgol Gymraeg Teilo Sant	Green/Gwyrdd
Llangennech Junior School	Green/Gwyrdd	Penygroes C.P. School	Green/Gwyrdd
Hendy C.P. School	Green/Gwyrdd	Ysgol Y Bedol	Green/Gwyrdd
Ysgol Gymraeg Ffwrnes	Green/Gwyrdd	Ysgol Y Felin	Green/Gwyrdd
Brynamman Primary School	Green/Gwyrdd	Burry Port Primary School	Green/Gwyrdd

School name	Step Three:		
Cefneithin C.P.	Yellow/Melyn	Llangunnor C.P. School	Yellow/Melyn
Maesybont C.P. School	Yellow/Melyn	Trimsaran C.P. School	Yellow/Melyn
Llechyfedach C.P. School	Yellow/Melyn	Ysgol Beca	Yellow/Melyn
Ysgol Gynradd Y Tymbl	Yellow/Melyn	Llandybie C.P. School	Yellow/Melyn
Ysgol Gynradd Gorslas	Yellow/Melyn	Llanybydder C.P. School	Yellow/Melyn
Cross Hands C.P. School	Yellow/Melyn	Llandeilo Primary School	Yellow/Melyn
Llangain C.P. School	Yellow/Melyn	Halfway C.P. School	Yellow/Melyn
Ysgol Gynradd Peniel	Yellow/Melyn	Pwll C.P. School	Yellow/Melyn
Ysgol Gynradd Bancffosfelen	Yellow/Melyn	Penygaer Primary School	Yellow/Melyn
Ysgol Gwynfryn	Yellow/Melyn	Ysgol Y Castell	Yellow/Melyn
Carway C.P. School	Yellow/Melyn	Y.G. Nantgaredig	Yellow/Melyn

Ysgol Gynradd Ponthenri	Yellow/Melyn	Ysgol Gymraeg Gwenllian	Yellow/Melyn
Bancyfelin C.P. School	Yellow/Melyn	Ysgol Gymraeg Dewi Sant	Yellow/Melyn
Betws C.P. School	Yellow/Melyn	Ysgol Gynradd Pontyberem	Yellow/Melyn
Ysgol Gynradd Ty-croes	Yellow/Melyn	Bigyn C.P. School	Yellow/Melyn
Ysgol Gynradd Blaenau	Yellow/Melyn	Stebonheath C.P. School	Yellow/Melyn
Cwrt Henri Primary School	Yellow/Melyn	Ysgol Y Ddwylan	Yellow/Melyn
Llangadog C.P. School	Yellow/Melyn	Richmond Park Primary	Yellow/Melyn
Ysgol Rhys Prichard	Yellow/Melyn	Ysgol Griffith Jones	Yellow/Melyn
Ysgol Llys Hywel	Yellow/Melyn	Ysgol Carreg Hirfaen	Yellow/Melyn
Ysgol Gynradd Brynsaron	Yellow/Melyn	Cae'r Felin School	Yellow/Melyn
Ysgol G. Mynyddygarreg	Yellow/Melyn	Abergwili Primary School	Yellow/Melyn
Bryn C.P. School	Yellow/Melyn	Laugharne V.C.P. School	Yellow/Melyn
Ysgol Y Bynea	Yellow/Melyn	Ysgol Llanddarog	Yellow/Melyn
Dafen Primary School	Yellow/Melyn	Ferryside V.C.P. School	Yellow/Melyn
Ysgol Gynradd Pum Heol	Yellow/Melyn	Ysgol Llanllwni	Yellow/Melyn
Ysgol Gynradd Llannon	Yellow/Melyn	St Mary's School (Llanelli)	Yellow/Melyn
Ysgol Gymraeg Brynsierfel	Yellow/Melyn	Ysgol Wirfoddol Penboyr	Yellow/Melyn
Myrddin C.P. School	Yellow/Melyn	Model Church In Wales	Yellow/Melyn

School name	Step Three:	School name	Step Three
Ysgol Gynradd Drefach	Amber/Oren	Ysgol Hafodwenog	Amber/Oren
Pontiets C.P. School	Amber/Oren	Cynwyl Elfed School	Amber/Oren
Meidrim C.P. School	Amber/Oren	Ysgol Bro Brynach	Amber/Oren
Ysgol Gynradd Llanedi	Amber/Oren	Ysgol Bryn Teg	Amber/Oren
Ysgol Gynradd Ffairfach	Amber/Oren	Ysgol Bro Banw	Amber/Oren
Talley C.P School	Amber/Oren	Maes Yr Morfa School	Amber/Oren
Llanpumsaint School	Amber/Oren	Ysgol Penrhos	Amber/Oren
Llanmiloe C.P. School	Amber/Oren	Tremoilet V.C.P.	Amber/Oren
Old Road C.P. School	Amber/Oren	St Mary's Carmarthen	Amber/Oren
Ysgol Llansteffan	Amber/Oren	Pentip V.A. C.I.W. Primary Sch	Amber/Oren
Abernant C.P. School	Amber/Oren		

School name	Step Three:
Ysgol y Fro	Red/Coch

Carmarthenshire Special School Categorisation 2016

School name/ Enw'r ysgol	Step Three:
Ysgol Heol Goffa	Yellow/Melyn
Ysgol Rhydygors	Oren/Amber

EXECUTIVE BOARD

27TH MARCH 2017

SPONSORSHIP OF CELTIC MEDIA FESTIVAL 2018

Recommendations / Key Decisions Required:

To submit a proposal including a financial commitment of up to £15,000 to the Celtic Media Festival organisers. The proposal will be in partnership with University of Wales Trinity St David's.

Reasons:

To agree County Council's financial support to host the Celtic Media Festival in 2018.

Relevant scrutiny committee to be consulted: n/a

Exec Board Decision Required: YES

Council Decision Required: n/a

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Councillor M. Gravell (Regeneration and Leisure)

Directorate: Chief Executive's

Name of Head of Service:
Wendy Walters

Report Author:
Huw Parsons

Designations:
Assistant Chief Executive
Assistant Marketing and Media
Manager

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EXECUTIVE SUMMARY

EXECUTIVE BOARD

27TH MARCH 2017

SPONSORSHIP OF CELTIC MEDIA FESTIVAL 2018

The Leader of Carmarthenshire County Council has been approached to provide financial support of up to £30,000 for Carmarthen Town to host the Celtic Media Festival in Spring of 2018. The event is held annually in one of the Celtic nations and regions. Previous host county being, the Isle of Man (2017), whilst other recent locations include Dungarvan (2016), Inverness (2015), St Ives (2014) and Swansea (2013).

Running over three days, this Festival promotes the cultures and languages of the Celtic countries in film, on television, radio and new media. Primarily this is achieved through the festival - the major annual activity of the organisation - and also through partnership events throughout the year. It is supported by broadcast, film, cultural and economic development organisations, and attracts decision makers for independent and commissioned films, TV programmes and commercials and has been in place for nearly 40 years. Based upon previous years, likely attendance is 300 to 350 with a high percentage staying for the duration of the festival. Highlights include an awards ceremony with other activities including keynote speeches (which are usually filmed), workshops and seminars

Initial discussion was for the Council to fully fund £30,000 but a discussion has been had with University of Wales Trinity St David with a view to a 50/50 partnership. In order to facilitate the overnight requirements, the event would have to be held in a holiday period in order to use the student accommodation at the Trinity St David Campus

Benefits:

- The economic impact report from the Derry 2012 event (attached) listed direct value of £99,000, gross value added sum at £57.5k giving the event a "value" of £156.5k. Accommodation direct spend was £56,000.
- A well established, international event in the creative sector will further consolidate the positioning of Carmarthen (shire) as a creative industry hub with timing of the Festival in March/April/May 2018 adding considerable value in the build-up to the move of S4C (est. June 18) and the official opening of the Yr Egin (est. July 18)
- Promote County as a location for TV, Magazine, and web adverts filming in conjunction with Welsh Government Screen Commission.

OTHER OPTIONS AVAILABLE AND THEIR PROS AND CONS

Should the Council decide not to submit their interest the event is likely to be hosted by another county in Wales.

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: **Wendy Walters**

Assistant Chief Executive

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

3. Finance

Event organisers have requested a contribution of £30,000. UWTSO have suggested they are prepared to consider a 50/50 split. Further discussion are needed to agree the detail of this split. Any financial contribution would need to be found as current departmental budgets does not have this provision.

6. Staffing

There would be no direct costs, however one of the Marketing and Media team would work with the organisers. It is anticipated that the officer would spend up to one day a week for approximately 6 months.

CONSULTATIONS

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

Signed: Wendy Walters

Assistant Chief Executive

1. Scrutiny Committee

n/a

1. Local Member(s)

n/a

2. Community / Town Council

n/a

3. Relevant Partners

Celtic Media Festival Organisers

University of Wales Trinity St David's

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
Celtic Media Festival economic Impact Assessment, Derry 2012		
Celtic Media Festival 2016 brochure, Dungarvan		
Celtic Media Festival 2015 brochure, Inverness		

EXECUTIVE BOARD 27TH MARCH 2017

REVISED CORPORATE HEALTH AND SAFETY POLICY

RECOMMENDATIONS / KEY DECISIONS REQUIRED:

For Executive Board to consider the amendments, listed below and to ratify the policy

REASONS:

To gain Executive Board approval for the revision of the policy.

Relevant scrutiny committee to be consulted NO

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr Mair Stephens (Human Resources)

Directorate People Management and Performance Name of Head of Service Paul R Thomas Report Author Heidi Font	Designation Assistant Chief Executive (People Management) Employee Wellbeing Manager	Tel No. 01267 246123 E Mail Address: PRThomas@carmarthenshire.gov.uk 01267 246060 HFont@carmarthenshire.gov.uk
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EXECUTIVE SUMMARY

EXECUTIVE BOARD

27TH MARCH 2017

CORPORATE HEALTH AND SAFETY POLICY

1. SUMMARY OF PURPOSE OF REPORT.

Introduction

Following the People Management realignment , the Corporate Health and Safety policy has been reviewed and updated in line with changes to roles and responsibilities and to refocus the strategic management of safety, the new H&S Leadership board Introduced

CCC's Corporate Health and Safety policy and Strategy have been held as a good exemplar by the Health and Safety Executive and have been recommended for adaption and adoption by other authorities.

The enhancements to the policy are not significant, but better clarify key responsibility.

The policy is divided into 2 parts the first is our statement of intent. The second part outlines the organisational arrangements.

Including responsibilities for:

- Members
- Officers
- Responsibilities at schools
- Corporate Responsibilities
- Employee Wellbeing Support functions
- Responsibilities of Non employees
- Collective responsibilities

Summary of the main changes

- The Corporate Health and Safety Management Steering Group has been refocused and the membership has been amended to reflect the status and the profile of the new Corporate Health and Safety Leadership Board
- Assistant Chief Executive to chair the Leadership Board (consider adding in a deputy chair to step in where required)
- Nominated Executive Board member (PM) portfolio holder to attend New Corporate Health and Safety Leadership Board
- Directors to Nominate a Head of Service as a representative of the department to attend the Leadership Board
- DMTs to ensure the Strategic Advisor (H&S) attend DMT regularly
- Corporate Advisory and Risk Group (CARG) replaces HASAG.
- All roles reviewed to ensure they reflect suitable and achievable responsibilities
- Emergency planning added – give due consideration to health, safety and wellbeing issues when developing, reviewing and implementing plans and responses
- Property Division – has been amended in line with new structure and responsibilities.
- Employee Wellbeing Manager, Lead Business Partner (H&S), Strategic Advisor (H&S) Health and Safety Advisors, Senior Business Partner (Working Safely) Working Safely Advisors – roles have all been refocused in line with the realignment and new responsibilities outlined in the policy.
- Lead Business Partner (H&S) will lead the H&S function and will manage the team, allocating resources in line with risk and business priorities.
- The Strategic Advisors (H&S) will support DMTs and will ensure the H&S implications of change are considered at the planning stage.
- The Health and Safety Advisors will work with managers to support the implementation of policies and will monitor H&S performance through audit.
- The Working Safely team will work with the H&S team and will prepare and provide H&S training, development and advice in line with identified risks

2. OTHER OPTIONS AVAILABLE AND THEIR PROS AND CONS

N/A

DETAILED REPORT ATTACHED?	NO
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IMPLICATIONS

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

Signed: Paul R Thomas Assistant Chief Executive (People Management and Performance)

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NO	YES	YES	NO
1. Policy, Crime & Disorder and Equalities The guidance supports the strategic aim of Making Better Use of Resources						
2. Legal The Health and Safety at Work at 1974 and the Management of Health and Safety at Work Regulation 1999 and other relevant approved codes of practices and regulations.						
3. Finance The cost implications for any prosecution, including legal costs and fines and possible personal injury claim or claims for compensation. Also sickness absence, lost time and replacements costs.						
4. ICT None						
5. Risk Management Issues Insurance, management of any PI or other claims, identification and management of risk						
6. Physical Assets None						
7. Staffing Implications Competent health and safety advice in order to minimise risk and to ensure the authority complies with its duties.						

CONSULTATIONS

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

Signed: Paul R Thomas Assistant Chief Executive (People Management)

1. Scrutiny Committee

N/A

2. Local Member(s)

N/A

3. Community / Town Council

N/A

4. Relevant Partners

N/A

5. Staff Side Representatives and other Organisations

The policy has been consulted on.

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

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

N/A

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CORPORATE HEALTH AND SAFETY POLICY

Managers have a responsibility to ensure that **ALL** staff have access to this document.

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DRAFT

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GENERAL STATEMENT OF INTENT

The Council recognises that good health, safety and wellbeing management supports the delivery of services to the people of Carmarthenshire County Council.

We are committed to providing and maintaining a healthy and safe working environment for all our employees and ensuring that our work does not adversely affect the health, safety and wellbeing of other people such as service users, visitors and contractors. Our employees are our most important asset and we will therefore aim not only to prevent their injury and ill health, but also to positively promote good health and wellbeing. To achieve this the Council will:

- Ensure that, as a minimum, we comply with relevant legislation and management standards and that we effectively manage all significant risks associated with our activities, workplaces, equipment and facilities,
- Recognise that the management of health and safety is a core management function and is as important as any other aspect of our business performance,
- In accordance with our aim to be a good and caring employer, promote a positive health and safety culture, with managers visibly demonstrating their commitment to achieving high standards of health, safety and risk management,
- Ensure roles and responsibilities for delivering our health, safety and risk management arrangements are clearly defined and communicated, with successful delivery monitored via our performance management and appraisal procedures,
- Provide adequate resources, proportionate to the level of risk, to ensure the effective delivery of this policy and our associated management arrangements,
- Ensure that all our employees are competent to carry out their work without risk to themselves or others, by providing adequate training, information and supervision,
- Promote effective employee involvement and support the role of safety representatives in the delivery of our health, safety and risk management arrangements,
- Learn from any accidents, hazardous events or work-related ill health and regularly monitor, review and report on health, safety and wellbeing performance. We will develop improvement plans to help us deliver continual improvement in our performance,
- Monitor the health of our employees, where appropriate, and provide them with effective occupational health support services,
- Ensure that our partners, suppliers and contractors employed to work with us are competent and that they conduct their activities so as not to expose themselves, our staff, service users, and members of the public to unnecessary risks to health, safety and wellbeing.

Delivery of this policy is the responsibility of every manager throughout our organisation. However, every employee has a part to play in the safe and successful delivery of our services.

This policy will be reviewed and revised as necessary, and in any case not less than every 3 years.

Signed:	Mark James Chief Executive Date:	Signed:	Cllr. Emlyn Dole Leader of the Council Date:
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ORGANISATIONAL ARRANGEMENTS

To achieve effective health, safety and wellbeing management arrangements everyone has to understand their role in managing the risks that arise from the work we do. It is therefore important that roles and responsibilities at all levels within Carmarthenshire County Council are clearly defined and understood.

This section outlines the general roles and responsibilities of persons and forums. Additional roles and responsibilities may be found in supplementary health and safety procedures which deal with specific hazards.

1. MEMBERS

1.1 Elected Members

Elected members shall:

- Ensure that all their decisions and actions are consistent with the promotion of health and safety as stated in this policy,
- Give due consideration to health, safety and wellbeing matters when developing all Carmarthenshire County Council policies and strategies,
- Promote a positive health and safety culture by demonstrating clear commitment to achieving high standards of health and safety management and encouraging the involvement of all employees in improving our management standards and arrangements.

1.2 Nominated Executive Board Member (People Management (PM) Portfolio Holder) – Health, Safety and Wellbeing

The nominated elected member will champion health, safety and wellbeing and with the support of the Chief Executive and Directors, shall:

- Keep Elected Members informed of strategic health and safety issues,
- Support and promote the development of health and safety arrangements and initiatives to ensure they are delivered within our organisation,
- Attend the Corporate Health, Safety and Wellbeing Leadership Board
- Attend, periodically, the Corporate Health, Safety and Wellbeing Employee Relations Forum.

1.3 Executive Board Members

Elected Members shall, with the support of the relevant Directors:

- Challenge, support, monitor and promote the development and performance of health, safety and wellbeing arrangements and initiatives within their areas of responsibility to ensure they are delivered within our organisation,

2. OFFICERS

2.1 Chief Executive

The Chief Executive, under the Health and Safety at Work etc. Act 1974, has ultimate management responsibility for health, safety and wellbeing within Carmarthenshire County Council. In addition to their responsibilities as part of Corporate Management Team, they shall:

- Promote a positive health and safety culture by demonstrating leadership and clear commitment to achieving high standards of health, safety and wellbeing management and encouraging the involvement of all employees in improving our management standards and arrangements,
- Establish and ensure effective delivery of health and safety policies, procedures and management arrangements within the authority,
- Ensure adequate resources, proportionate to the level of risk, are made available for the effective implementation of this policy and any associated management arrangements are put in place, including the maintenance of our premises, facilities and equipment and the delivery of adequate training to our employees,
- Ensure that health and safety management is an integral part of the Council's management plans and strategies and that we deliver our activities in a manner which is fully compliant with relevant legal standards and consistent with best practice,
- Ensure that health and safety performance is reviewed periodically,
- Keep themselves informed of the general requirements of, and developments in legislation and best practice.

2.2 Assistant Chief Executive (People Management (PM))

The Assistant Chief Executive (PM) has been given special responsibility for strategic health, safety and wellbeing management within Carmarthenshire County Council. They shall:

- Promote a positive health and safety culture by demonstrating leadership and clear commitment to achieving high standards of health and safety management across the authority,
- Act as an advocate for health and safety management within the authority and at Corporate Management Team and support the Chief Executive in meeting the responsibilities set out in this policy,
- Promote and present health and safety policies and health, safety and wellbeing performance information at Corporate Management Team and Executive Board,
- Ensure there are adequate, competent resources, within Employee Wellbeing (proportionate to the level of risk) available for the effective implementation of this policy and associated management arrangements,
- Ensure that health and safety performance is reviewed periodically and a report is prepared for consideration within the authority,
- Ensure the provision of competent resources to support effective arrangements for the monitoring and surveillance of the health of employees who are exposed to specific risks,

- Ensure that health and safety management is an integral part of all management plans, strategies and activities of the Council, and are given due consideration when endorsing any policies and strategies, and when allocating associated responsibilities and resources,
- Ensure consultation with the Corporate Employee Relations Forum on relevant health, safety and wellbeing matters,
- Chair the Corporate Health and Safety Leadership Board.

2.3 Directors

Directors have overall responsibility for the implementation of this policy and associated management arrangements within their department. To assist them in fulfilling their responsibilities Directors will be supported by the Occupational Health and Safety Centre. In addition to their responsibilities as line managers, Directors shall:

- Promote a positive health and safety culture by demonstrating leadership and clear commitment to achieving high standards of health and safety management across their department,
- Ensure that health, safety and wellbeing is an integral part of the departmental management arrangements and that health and safety objective(s) are included within the Departmental Business Plan,
- Ensure that suitable resources, in terms of time, finance and personnel are provided to implement health and safety procedures and arrangements within their department,
- Establish arrangements to monitor the effectiveness of health and safety management and progress toward achieving the health, safety and wellbeing objectives set out in the departmental business plan,
- Ensure health and safety performance is discussed and reviewed periodically with each Head of Service,
- Ensure that the Strategic Advisor (Health and Safety) regularly attends Departmental Management Team,
- Nominate a Head of Service as a representative for the Department at the Corporate Health and Safety Leadership Board and authorise them to make strategic decisions on behalf of the Department,
- Nominate a Head of Service as a deputy representative for the Department at the Corporate Health and Safety Leadership Board to attend in the absence of the nominated Head of Service,
- Chair the Departmental Employee Relations Forum where health, safety and wellbeing performance is reviewed,
- Ensure a Premises Responsible Person is nominated for each building being occupied by the department in liaison with relevant Heads of Service,
- Ensure that all staff receive adequate training, instruction and supervision to enable them to effectively carry out their responsibilities;
- Keep themselves informed of the general requirements of health, safety and welfare legislation and standards relevant to the workplaces and activities within their area of responsibility, in liaison with the Strategic Advisor (Health and Safety).

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2.4 Heads of Service

Heads of Service are responsible for the planning and implementation of health, safety and wellbeing procedures and management arrangements within their areas of responsibility. In addition to their responsibilities as line managers they shall:

- Demonstrate clear commitment to achieving high standards of health and safety management through positive leadership on health and safety issues,
- Ensure that risks within their areas of responsibility are identified, controlled and monitored,
- Regularly review health, safety and wellbeing performance within their areas of responsibility and communicate the performance to the Director,
- Ensure that adequate resources, proportionate to the level of risk, are provided to implement health and safety procedures, management arrangements and control measures,
- Ensure regular health and safety attendance at Senior Management Team meetings,
- Nominate, in liaison with the Director, a Premises Responsible Person,
- Nominate appropriate staff to represent their service(s) at the Departmental Health and Safety Group and assist them in implementing departmental and corporate health and safety procedures and arrangements,
- Ensure that all staff within their area of responsibility receive adequate training, instruction and supervision to enable them to carry out their responsibilities and work safely,
- Ensure that all accidents, occupational ill health and hazardous incidents are reported and investigated in accordance with relevant procedures,
- Ensure that employees who are exposed to specific risks are identified and provided with health surveillance and monitoring arrangements in line with statutory requirements,
- Support, as necessary, the various safety groups / safety action groups within the service area and ensure managers support safety representatives in the delivery of their functions,
- In liaison with the Strategic Advisor (Health and Safety), keep themselves informed of the general requirements of health, safety and welfare legislation and standards relevant to the workplaces and activities within their area of responsibility.

2.5 Nominated Head of Service 'Health and Safety Representative'

In addition to their responsibilities as a Head of Service, they shall:

- Act as an advocate for health, safety and wellbeing within the department and support the Director and Departmental Management Team in delivering their responsibilities under this policy,
- Be authorised by the Director to represent and make appropriate decisions for the department at the Corporate Health and Safety Leadership Board,
- Coordinate, with the assistance of the Occupational Health and Safety Centre, the implementation of health, safety and wellbeing procedures and management arrangements across the department,

- Monitor and support the progress towards meeting annual health, safety and wellbeing objectives established in the Departmental Business Plan,
- Ensure matters concerning health, safety and wellbeing are given due consideration by the Departmental Management Team when developing policies and allocating responsibilities and resources,
- Establish and Chair a Departmental Health and Safety Group (**which may include union and non-union representatives**) to promote health, safety and wellbeing and resolve department wide issues.

2.6 Senior Managers, Line Managers, Team Leaders and Supervisors

These are responsible for the effective implementation of health, safety and wellbeing procedures and management arrangements within their areas of responsibility. They shall:

- Ensure all work related hazards associated with workplaces and activities for which they are responsible are identified and suitable and sufficient risk assessments are in place,
- Support staff in the completion of risk assessments and ensure identified control measures are implemented and maintained,
- Ensure that all employees within their control are provided with adequate training, instruction, supervision and information to allow them to work safely,
- Report and investigate, in accordance with the relevant procedures, all accidents, occupational ill health and hazardous incidents,
- Ensure that all employees who have sustained a work related injury or ill health are referred to the Occupational Health Centre
- Identify health and safety deficiencies within their area of responsibility and take appropriate remedial action, seeking advice where necessary from competent persons from within the Occupational Health and Safety Centre. Where significant and ongoing concerns are identified, ensure the relevant Head of Service, Nominated Head of Service, Health, Safety and Wellbeing Representative and the Director are informed,
- Co-operate fully with enforcing authorities (e.g. Health & Safety Executive, Fire Authority) and their inspectors in relation to any enquiries and investigations, in liaison with the Occupational Health and Safety Centre,
- Ensure that equipment, machinery and dangerous substances are used, stored and transported in accordance with the relevant instruction and training,
- Ensure that equipment and machinery is maintained in accordance with manufacturer's instructions, service requirements and statutory inspections,
- Ensure that the Property Division are notified and consulted in relation to any works to be undertaken on premises Carmarthenshire County Council own or occupy,
- Support safety representatives in the delivery of their functions.

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2.7 Employees

Employees must take reasonable care for their health, safety and wellbeing and that of others and co-operate fully with management on health, safety and wellbeing matters. In particular, employees shall:

- Not interfere with or misuse anything provided in the interests of health and safety,
- Report any medical condition which makes them unfit for or at increased risk from any particular work activity either temporarily or permanently,
- Attend safety training courses as and when directed to do so,
- Assist management with the assessment and control of risks,
- Use equipment (including personal protective equipment), machinery or dangerous substances in accordance with instructions and training,
- Report any accidents, hazardous event or conditions to their manager and to seek first aid treatment for any injury sustained at work,
- Co-operate with any investigation of health and safety in their workplace,
- Make themselves familiar with, and comply with, relevant health and safety policies, procedures and safe systems of work and notify their line manager of their safety training needs.

All employees, including managers, should note that serious or reckless disregard of their responsibilities may result in the use of disciplinary procedures. Furthermore individuals should note that they may be personally prosecuted should serious health and safety offences be committed due to their consent or connivance.

Where there are concerns with the reporting of serious malpractices to line management, employee's attention is drawn to Carmarthenshire County Council's 'Whistle Blowing' Policy.

2.8 Safety Representatives

Safety Representatives shall be appointed to represent employees in respect of health, safety and welfare in line with the Safety Representatives and Safety Committee Regulations 1977 (as amended) and the Health and Safety (Consultation with Employees) Regulations 1996.

In addition to representing employees on all matters relating to health, safety and welfare, representatives will be allowed the time and facility to:-

- Periodically inspect the workplace for hazards, investigate complaints received from staff and make representations to the employer on matters arising from the above and on general matters relating to the health, safety and welfare at work of any employee,
- Represent employees in consultations at the workplace with any Health and Safety Executive (HSE) Inspector, or any other enforcing authority, in relation to health and safety matters affecting any employee. The representative may also receive information from the Inspector in accordance with the Health and Safety at Work etc. Act 1974,
- Attend meetings of specific health, safety and wellbeing groups relevant to their function.

3. RESPONSIBILITIES AT SCHOOLS

3.1 School Governors

School Governors of community, special and voluntary controlled schools shall:

- Ensure that they are aware of their duties and responsibilities under safety legislation and ensure that the Head Teacher is aware of, and implements, the authority's Health and Safety Policy,
- Give due consideration to health and safety when developing, amending and delivering school policies and when allocating associated responsibilities and resources,
- Ensure that school specific health and safety arrangements are developed and effectively implemented,
- Ensure that the authority's Model Health, Safety and Wellbeing Policy for Schools (or equivalent) is developed and implemented by the Head Teacher,
- Co-operate with advice and directions issued by Carmarthenshire County Council relating to matters concerning health, safety and wellbeing or establish and adopt other equally effective measures,
- Ensure consultation with the Property Division at the planning stage of building work or projects, which they initiate or are considering and appropriately consult the Occupational Health and Safety Centre, on issues affecting the health, safety and wellbeing of all persons at the planning stage and include any necessary measures to control risks.

3.2 Head Teachers

Head Teachers shall, in liaison with the governing body, ensure the health, safety and welfare of employees, pupils and others who may be affected by the school premises or activities. The Head Teacher is responsible for the day to day management of the school, and shall:

- Ensure that the authority's Model Health, Safety and Wellbeing Policy (or equivalent) is developed and effectively implemented, and its requirements are communicated to all relevant persons,
- Ensure that risks are identified
- Ensure local management arrangements and emergency response arrangements (e.g. fire evacuation procedure) are introduced which effectively control risks associated with the school premises or activities. These should be subject to periodic review to ensure that all risk control measures remain effective,
- Ensure that the Property Division and the Occupational Health and Safety Centre are notified and consulted in relation to any works to be undertaken on premises that Carmarthenshire County Council own or occupy,
- Ensure that the school premises are maintained in a safe state of repair, in accordance with the requirements and procedures of Carmarthenshire County Council, including those associated with the assessment and appointment of contractors,
- Co-operate with the requirements, guidance or directions issued by the authority relating to matters concerning health and safety,
- Act as the Premises Responsible Person in liaison with the Property Division,

- Nominate a member of the management team with sufficient authority to take the lead responsibility for operational health and safety. The nominated management team member will have the time, resource and competence to fulfil the role and implement appropriate health, safety and wellbeing arrangements.
- Ensure that all staff receive adequate training, instruction and supervision to enable them to carry out their responsibilities and work safely,
- Keep themselves informed of the general requirements of health, safety and welfare legislation and standards relevant to the premises and activities,
- Provide visible health and safety management and leadership to ensure a positive health and safety culture.
- Ensure that health, safety and wellbeing is a core element at all meetings and, where necessary, establish a local health, safety and wellbeing group,
- Ensure that all hazards associated with workplaces and activities for which they are responsible are identified and suitable and sufficient risk assessments are in place,
- Ensure that employees have access to the “Health and Safety Law – What you should know” poster or the associated leaflet.
- Ensure that all identified deficiencies brought to their attention are acted upon in an appropriate manner and timescale
- Consult and work with recognised Trade Unions Safety Representatives / Employee Representatives and Safety Committees

3.3 Heads of Department

Heads of Department are responsible for the effective implementation of health, safety and wellbeing arrangements in their areas of responsibility. They shall therefore:

- Allocate appropriate health and safety responsibilities to line managers and supervisors, ensuring they are understood and effectively implemented,
- Keep up to date with legislative changes, codes of practice, industry best practice and advisory services (e.g. Consortium of Local Education Authorities for the Provision of Science Services,[CLEAPPSS]) and corporate and departmental procedures,
- Ensure all hazards associated with workplaces and activities for which they are responsible are identified and suitable and sufficient risk assessments are in place,
- Ensure that the risk control measures identified by risk assessment are implemented and their effectiveness monitored,
- Monitor the health and safety performance of employees and contractors,
- Ensure that all employees within their control are provided with adequate training, instruction, supervision and information to allow them to work safely,
- Ensure that all accidents, occupational ill health and hazardous incidents are reported and investigated in accordance with the relevant procedures,

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- Co-operate fully with, in liaison with the Occupational Health and Safety Centre, enforcing authorities (e.g. Health & Safety Executive, Fire Authority) and their inspectors in relation to any enquiries and investigations,
- Ensure that only competent contractors are engaged and that their work is suitably monitored and supervised to ensure that they discharge their health and safety responsibilities appropriately,
- Ensure that all plant, equipment, personal protective equipment and other safety devices are maintained, repaired and replaced as necessary,
- Ensure that all statutory and other appropriate tests are carried out on equipment at appropriate intervals,
- Identify health and safety deficiencies within their area of responsibility and take remedial action, seeking advice where necessary from competent persons within the Occupational Health and Safety Centre and Officers from the Property Division. Where significant and ongoing concerns are identified ensure that the Head Teacher, Governing Body or Occupational Health and Safety Centre are informed.

3.4 Employees (Teaching and Non-Teaching Staff)

Employees must take reasonable care for their health, safety and wellbeing and that of others and co-operate fully with management on health, safety and wellbeing matters. In particular, employees shall:

- Not interfere with or misuse anything provided in the interests of health, safety and wellbeing,
- Report any medical condition which makes them unfit for or at increased risk from any particular work activity either temporarily or permanently,
- Attend safety training courses as and when directed to do so,
- Assist management with the assessment and control of risks,
- Use equipment (including personal protective equipment), machinery or dangerous substances in accordance with instructions and training,
- Report any accidents, hazardous event or conditions to their manager and to seek first aid treatment for any injury sustained at work,
- Co-operate with any investigation of health and safety in their workplace,
- Make themselves familiar and comply with relevant health and safety policies, procedures and safe systems of work and notify their line manager of their safety training needs.

All employees, including managers, should note that serious or reckless disregard of their responsibilities may result in the use of disciplinary procedures. Furthermore individuals should note that they may be personally prosecuted should serious health, safety and wellbeing offences be committed due to their consent or connivance.

Where there are concerns with the reporting of serious malpractices to line management, employee's attention is drawn to Carmarthenshire County Council's 'Whistle Blowing' Policy.

4. CORPORATE RESPONSIBILITIES

4.1 Property Division

In order to ensure that all premises that Carmarthenshire County Council own or occupy are in a suitable and safe condition, the Property Division shall:

- Ensure that property risks are suitably and sufficiently identified and managed,
- Ensure that the findings of all risk assessments, surveys, inspections and any other relevant documentation are recorded and communicated to all relevant persons, including the Occupational Health and Safety Centre and Premises Responsible Persons,
- Clearly identify and communicate the responsibility for implementation of remedial actions,
- Ensure that resources are allocated to implement arrangements which achieve effective control over premises related risks,
- Ensure that premises are suitable and sufficient for the purpose for which we use them and are accessible to all,
- Ensure that adequate property maintenance arrangements are in place,
- Ensure effective consultation and communication with the Occupational Health and Safety Centre and other relevant persons on relevant property related issues,
- Inform Premises Responsible Persons of their statutory responsibilities and duties to ensure compliance with relevant legislation and in line with the Premises Responsible Persons Code of Practice document,
- Provide advice, guidance and, where necessary, training on property related issues, in liaison with the Occupational Health and Safety Centre,
- Ensure that premises are designed, constructed, upgraded and maintained in accordance with relevant statutory and legislative requirements,
- Ensure suitable and sufficient property risk management arrangements are effectively developed, implemented and maintained,
- Ensure that risks associated with the fabric and condition of our properties are identified and a prioritised schedule of measures to address these risks is established,
- Ensure that properties are provided with effective conditional surveys prior to acquisition and disposal in order that statutory requirements are met,
- Ensure that registers relating to properties are compiled, maintained and updated including identification of Premises Responsible Persons.
- Ensure, where property issues are creating health and safety risks, that they are prioritised in balancing competing demands for expenditure of property maintenance budgets.

4.2 Risk Management

In liaison with relevant persons, Risk Management shall:

- Promote greater awareness of adequate risk management arrangements and contribute to ensure such arrangements are developed, implemented and maintained,
- Set up and maintain a Risk Management Steering Group, Property and Liability Group and Transport Road Risk Group,
- Assist with resources through supporting applications to the Risk Management Fund, to enable the authority to effectively manage health and safety risks, minimise insurance costs, mitigate liabilities and ensure compliance with statutory duties and management standards,
- Liaise with the Occupational Health and Safety Centre on health and safety risk management issues such as personal injury claims and statutory inspections.

4.3 Corporate Procurement

- The Corporate Procurement Unit shall ensure that all arrangements are in place to enable due consideration to health and safety in the procurement process,
- Where Carmarthenshire County Council is not the lead authority in a collaborative arrangement with other partners, the authority will only enter into the arrangement if it is reasonably satisfied that health and safety considerations have been adequately addressed,
- Liaise with the Occupational Health and Safety Centre on health and safety aspects of the procurement process.

4.4 Fleet Management

In liaison with relevant persons, Fleet Management shall:

- Ensure that arrangements are in place to enable due consideration to health and safety in the selection, use and maintenance of all fleet vehicles, in liaison with the Occupational Health and Safety Centre,
- Ensure that Directors, Heads of Service and Line Managers are made aware of their duties contained within the Fleet Road Risk Policy,
- Ensure the safety of all fleet drivers by assisting in the promotion and provision of effective driver training,
- Provide Heads of Service and Line Managers with advice and guidance on the development, implementation and maintenance of Occupational Road Risk management arrangements,
- Ensure a representative attends the Transport Road Risk Management Group.

4.5 Emergency Planning / Business Continuity

The emergency planning / business continuity sections will ensure that:

- They give due consideration to health, safety and wellbeing issues when developing, implementing and reviewing plans and responses.

4.6 Premises Responsible Persons (P.R.P.)

The Premises Responsible Person will ensure that risks relating to the condition and use of our premises are adequately controlled. Premises Responsible Persons shall:

- Nominate a suitable number of Premises Assistants, sufficient to cater for the size and number of staff levels within the premises, to undertake operational duties,
- Ensure that risks associated with the use of the premises by our employees and other persons e.g. visitors are identified, assessed and managed,
- Ensure that 'Premises Responsible Person' training is undertaken,
- Ensure that the Property Division are notified and consulted in relation to any works to be undertaken on premises that Carmarthenshire County Council own or occupy,
- Ensure that the duties set out in the 'Premises Responsible Persons Code of Practice' document are implemented.

4.7 Nominated Premises Assistants

Nominated Premises Assistants will assist the Premises Responsible Persons with their duties outlined in this policy. The Nominated Premises Assistants will carry out duties placed upon them in the 'Responsible Persons Code of Practice'.

5. HEALTH, SAFETY AND WELLBEING SUPPORT FUNCTIONS

5.1 Employee Wellbeing Manager

The Employee Wellbeing Manager will support the Corporate Management Team and the Assistant Chief Executive (PM) in the delivery of their health, safety and wellbeing responsibilities and in particular shall:

- Ensure that corporate health and safety policies, procedures and guidance are produced and promoted to ensure an effective and consistent approach to health, safety and wellbeing management throughout the authority,
- Ensure that the authority has access to appropriate competent support, advice, guidance and training regarding health and safety management,
- Promote good health and wellbeing amongst employees, through employee wellbeing services, by raising awareness of healthy lifestyles and promoting health initiatives,
- Ensure that there is sufficient, competent Corporate Health and Safety Training resource and Health and Safety Leadership development available which supports the reduction of risk and enhances the way that health and safety is managed across the authority,
- Provide adequate resources and competent persons within the Occupational Health and Safety Centre to undertake monitoring of the health of our employees in line with relevant legislation,
- Effectively support and provide specialist advice to managers regarding ill health or sickness management, in liaison with People Services,
- Ensure that Departmental Management Teams are supported in developing and effectively implementing departmental health, safety and wellbeing procedures and guidance,
- Co-ordinate the development and effective use of reporting procedures for work related accidents, incidents and ill-health and use this information to identify and report on trends and recommend actions to improve health, safety and wellbeing performance,
- Co-ordinate, in liaison with the Corporate Health and Safety Leadership Board, Council-wide priorities for health, safety and wellbeing,
- Ensure, in liaison with Assistant Chief Executive (PM), that health and safety performance is reviewed and reported periodically,
- Manage the Employee Wellbeing Service.

5.2 Lead Business Partner (Health and Safety)

The Lead Business Partner (Health and safety) will lead the health and safety function and shall:

- Provide a corporate overview of health and safety management to all departments,
- Attend the Corporate Health and Safety Leadership Board,
- Allocate adequate competent health and safety resources in line with risk and the priorities identified by Corporate and Departmental Management Teams (DMTs),

- Support Strategic Advisors (Health and Safety) to develop Corporate and Departmental work plans in line with priorities identified through the assessment of risk,
- Develop, in liaison with DMTs, an audit programme to monitor the effectiveness of health and safety management arrangements,
- Monitor and report on health and safety performance within the authority and within individual departments and service areas,
- Provide the corporate lead for liaison with external agencies and enforcing authorities,
- Ensure that Health and Safety Advisors maintain relevant competence through continuous professional development,
- Develop and maintain a comprehensive and consistent strategic approach to the management of health and safety through the development of policies, procedure and best practice guidance,
- Work in conjunction with Lead and Senior Business Partners across People Management on key projects which have health, safety and wellbeing implications.

5.3 Strategic Advisors (Health and Safety)

Strategic Advisors (Health & Safety) shall be allowed uninhibited access to any Carmarthenshire County Council workplaces, including schools, should they consider it necessary for the purposes of carrying out their duties.

Strategic Advisors (Health & Safety) will provide support as the business partner to departments to ensure that health, safety and wellbeing is considered at a strategic level. In order to do this they shall:

- To provide strategic advice and guidance to Directors, Heads of Service, Managers, councillors, governing bodies, etc. so that they clearly understand their roles and responsibilities in order to manage health and safety in their areas of responsibility,
- To support the adoption and Implementation of a structured Health & Safety management system across the department,
- Apply health and safety business challenge to ensure that health and safety considerations of planned organisational and departmental change are considered,
- Attend Departmental Management Team (DMT) and Senior Management Team meetings regularly and support the DMT in meeting their statutory requirements,
- Promote best practice and compliance with statutory requirements and corporate policies or standards,

5.4 Health and Safety Advisors

Health and Safety Advisors shall be allowed uninhibited access to any Carmarthenshire County Council workplaces, including schools, should they consider it necessary for the purposes of carrying out their duties.

Health and Safety Advisors shall provide health, safety and wellbeing support and advice to managers and employees. In particular, Health and Safety Advisors shall:

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- Promote best practice and compliance with statutory requirements and corporate policies or standards,
- Provide Managers and Employees with competent health and safety advice on;
 - the creation, implementation and review of health, safety and wellbeing procedures and safety management systems,
 - assessment and control of risks associated with our workplaces and activities,
 - the interpretation of legal requirements and management standards,
 - the monitoring, reporting and investigation of accidents, hazardous events and work-related ill health,
 - the isolation or making safe of workplaces or equipment under our control which present serious and imminent danger.
- Produce, promote and assist in implementing corporate and departmental health, safety and wellbeing policies, procedures and guidance,
- Monitor and report on health and safety performance within the authority and within individual departments and service areas including:
 - auditing management systems to ensure compliance with legal requirements and policies and standards,
- Ensure accidents and incidents are reported and investigated in accordance with management procedures, including:
 - supporting managers during the reporting and investigation of incidents to ensure underlying causes are identified,
 - Support departmental managers to identify health and safety training needs in liaison with the Senior Business Partner (Working Safely),
- Attend departmental, service area and other health, safety and wellbeing groups as appropriate and report and advise on health, safety and wellbeing performance.

5.5 Senior Business Partner (Working Safely) Health and Safety

The Senior Business Partner (Working Safely) shall:

- Manage the Working Safely function,
- Lead on the planning and resourcing of a comprehensive and authority-wide Health & Safety Training Strategy and annual training programme linked to the required health and safety competencies of managers and staff that reflect current legislation, the assessment of risk, policy, guidance, procedures and good practice,
- Consult with managers across the Authority and provide advice on appropriate Health & Safety training and development programmes that meet or exceed current legislation, policy, guidance, procedures and support the management of risk,
- To contribute to and support the implementation of strategic and operational health, safety and wellbeing objectives and priorities set out in the Authority's Health & Safety Policy and supporting arrangements, to minimise risk to the Authority.

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5.6 Working Safely Advisors

Working Safely Advisors shall:

- Prepare and provide competent health and safety training and advice on a range of topics in consultation with the Corporate Advisory and Risk Group,
- Prepare and provide bespoke training to support the reduction of identified risk and the implementation of health and safety management systems and procedures in liaison with relevant Managers,
- Periodic audit of working practices following implementation of learning.

5.7 Occupational Health Centre

The role of the Occupational Health Centre is to promote and monitor the health and wellbeing of our employees. The Occupational Health Centre shall:

- Assist Managers and Human Resources (HR) Advisors with:
 - the management of sickness absence and ill health retirement cases,
 - advice on rehabilitation and reasonable adjustments necessary to facilitate employees' return to work, or to maintain work,
 - in liaison with the Health and Safety Advisors, report and investigate work-related ill health or disease in accordance with procedures and as required by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013,
 - effective support and provision of specialist advice regarding the management of employees' ill health,
- Undertake statutory health surveillance and medical screening,
- Assist the Employee Wellbeing Manager to monitor and report upon Occupational Health performance and activities,
- Ensure that all third parties working with the Occupational Health Centre are made aware of all Carmarthenshire County Council health, safety and wellbeing policies and procedures,
- Manage records associated with their activities in accordance with the Access to Medical Reports Act 1988 and the Access to Health Records Act 1990.

6. RESPONSIBILITIES OF NON-EMPLOYEES

6.1 Volunteers

Whilst they are a representative of the authority, Volunteers shall;

- Be afforded the same conditions in terms of equipment (including personal protective equipment) instruction, training and supervision as employees,
- Ensure that they follow all safety arrangements and procedures so as to minimise risk to themselves and others who may be affected by their acts or omissions.

6.2 Persons on Work Experience or Placements

Persons on work experience or placements shall have the same responsibilities as employees. Carmarthenshire County Council shall ensure that our risk assessment arrangements and risk control measures take account of the relative lack of experience or maturity of young persons.

6.3 Contractors, Agency and Partnership Workers

Contractors, agency or partnership workers working within or on behalf of our organisation have similar responsibilities as our employees. They shall be required to co-operate with us to ensure that risks associated with their activities are effectively managed.

Carmarthenshire County Council shall co-operate fully with other employers to ensure that our respective roles and responsibilities are clearly understood and that all relevant information is effectively shared. Contractors, agency or partnership workers shall comply with our health, safety and wellbeing management arrangements, including those relating to the reporting and investigation of incidents and accidents.

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7. COLLECTIVE RESPONSIBILITIES

7.1 Executive Board

Executive Board shall:

- Ensure that its decisions and actions are consistent with the promotion of positive health, safety and wellbeing as articulated in our Health and Safety Policy statement,
- Give due consideration to health and safety matters when developing all County Council policies and strategies,
- Ensure that it is kept informed of Carmarthenshire County Council health and safety performance via the Assistant Chief Executive and the PM Executive Board Member,
- Ensure adequate financial resources are included in the annual budget allocations to enable Carmarthenshire County Council to meet its statutory health, safety and wellbeing obligations.

7.2 Corporate Management Team

Corporate Management Team (CMT) has overall responsibility for ensuring that the authority meets its health, safety and wellbeing responsibilities. Corporate Management Team shall therefore;

- Promote a positive health and safety culture within the authority by demonstrating clear health and safety leadership in our organisation,
- Commit to achieving high standards of health and safety management, actively supporting managers in implementing this policy and encourage the involvement of all employees,
- Ensure corporate health and safety policies and arrangements are developed and consistently implemented across the authority,
- Give due consideration to health and safety when developing policies and strategies and allocating associated responsibilities and resources,
- Ensure adequate resources are made available to effectively implement this policy and associated health and safety management arrangements,
- Receive minutes of the Corporate Health and Safety Leadership Board along with regular briefings and updates on health and safety matters from the Assistant Chief Executive (PM) as the nominated health, safety and wellbeing advocate,
- Regularly monitor health and safety performance and progress.
- Ensure that health and safety performance is reviewed periodically and a report is submitted from the Corporate Health and Safety Leadership Board.

7.3 Departmental Management Teams

This forum shall:

- Ensure that health, safety and wellbeing management is an integral part of all departmental management plans, strategies and activities,

- Ensure that the Strategic Advisor (Health & Safety) attends regularly and contributes by providing updates, guidance and advice on health and safety implications of departmental change,
- Ensure, with the support of the Occupational Health and Safety Centre that applicable health and safety policies and arrangements are effectively implemented across the department,
- Ensure that adequate resources are made available for the effective implementation and maintenance of health and safety policies and arrangements, including those required for the provision of equipment, adequate training and the maintenance of our premises and facilities,
- Receive and consider periodic reports on health and safety performance to monitor progress against the health and safety objectives within the Departmental Business Plan,
- Ensure that departmental health and safety performance is reviewed periodically and consider the findings of the report to establish objectives and priorities for the year ahead,
- Ensure that they are kept informed of, and alert to, relevant health, safety and wellbeing risk management issues and they are appropriately addressed within the department,
- Receive minutes of the Corporate Health and Safety Leadership Board along with regular briefings and updates on health and safety matters from the Departmental Head of Service Health and Safety Representative,
- Receive minutes of the Departmental Health and Safety Group.

7.4 Structured Meetings / Groups

Ensure that attendees are alert to, and give due consideration to any health, safety and wellbeing aspects that could arise from their challenges and undertaking.

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8. COMMUNICATION AND CONSULTATION

8.1 Corporate Health and Safety Leadership Board

The Corporate Health and Safety Leadership Board will provide the strategic direction for the management and leadership of health, safety and wellbeing across Carmarthenshire County Council. The Corporate Health and Safety Leadership Board shall:

- Challenge, endorse and monitor:
 - corporate health, safety and wellbeing policies and strategies,
 - management arrangements (i.e. procedures and guidance) which consistently and efficiently deliver effective risk control throughout the authority,
 - key performance indicators for health, safety and wellbeing management and priorities for the authority,
- Consider the resources and arrangements required to successfully introduce, improve or maintain health, safety and wellbeing management arrangements,
- Direct the formation and responsibilities of relevant task and finish groups as required,
- Consider and review:
 - statistical reports and accident / incident data including work-related ill-health, ,
 - summary of relevant audit and inspection reports,
 - the Corporate Health, Safety and Wellbeing Performance Report,
- The Corporate Health and Safety Leadership Board shall be chaired by the Assistant Chief Executive (PM). Membership of the group shall be:
 - Assistant Chief Executive (PM) (Chair) Director of Environment (Second to cover in Assistant Chief Executive's absence),
 - Nominated Head of Service Health and Safety Representative from each department
 - Lead Business Partner (Health & Safety),
 - Executive Board Member (People Management),

The Corporate Health and Safety Leadership Board may co-opt any person with specialist knowledge to assist them in carrying out their functions.

8.2 Corporate Advisory and Risk Group (C.A.R.G.)

The Corporate Advisory and Risk Group shall be responsible for providing competent health, safety and wellbeing support, advice and guidance consistently to all areas of the authority.

This group shall:

- Consider and develop, in liaison with the Corporate Health and Safety Leadership Board, corporate health and safety policies, management arrangements and key performance indicators;
- Identify and prioritise key risks and make recommendation for appropriate management action,
- Discuss and develop the provision of effective risk management arrangements across the authority,
- Review accident, incident and claim data and trends,

- Agree the design and delivery of corporate health and safety training programmes, in line with business risk and priorities,
- Develop and co-ordinate the structure and implementation of health and safety audit arrangements and inspections,

This group will be held on a monthly basis and attended by:

- Chaired by the Lead Business Partner (Health and Safety);
- Strategic Advisors (Health and Safety);
- Health and Safety Advisors;
- Senior Business Partner (Working Safely);

C.A.R.G. may co-opt any person with specialist knowledge to assist them in carrying out their function i.e. Senior Business Partner (Occupational Health), HR Advisors, Property Officers.

8.3 Employee Relations Forums – Health, Safety and Wellbeing

These groups shall:

- Consult with all staff, via their representatives, on matters of health, safety and wellbeing to ensure all relevant information is cascaded to all staff they represent,
- Consider relevant health and safety consultative documentation.

8.4 Departmental Health and Safety Groups

Departmental Health and Safety Groups shall keep under review the risks and associated management arrangements relevant to their department and in particular shall:

- Assist in, and monitor, the implementation of corporate policies, procedures and management arrangements including the development, as necessary, of supplementary arrangements,
- Assist in the development and implementation of departmental health and safety procedures and arrangements to adequately address health and safety risks within the department,
- Assist in establishing health, safety and wellbeing objectives to be included within Departmental Health and Safety Reports,
- Consider the resources and arrangements required to successfully introduce, improve or maintain health and safety management arrangements,
- Monitor and review:
 - statistical reports and accident / incident data including work-related ill-health to identify trends and recommend actions,
 - health and safety audit and inspection reports and outputs of other ongoing monitoring mechanisms,
- Provide a formal means of consulting with employees within the department on health, safety and wellbeing matters, in particular:
 - the introduction of new or amended health and safety policies and procedures,
 - information and instruction to employees regarding health and safety risks and associated preventative measures,
 - the planning, delivery and adequacy of health and safety training.

8.5 Service Specific or Local Level Health and Safety Groups

Service Specific and Local Level Health and Safety Groups form part of the health and safety communication structure and shall be used to consult and promote on all matters concerning health, safety and welfare at work.

Service and Local Health and Safety action groups shall promote co-operation between the authority and its employees on all matters concerning health, safety and welfare at work. In particular such groups shall:

- Assist in:
 - the implementation of corporate policies, procedures and management arrangements including the development, as necessary, of supplementary arrangements,
 - the development and implementation of service specific and local level health, safety and wellbeing procedures and arrangements to adequately address health, safety and wellbeing risks,
 - identifying areas for improved risk control and establishing health, safety and wellbeing objectives,
- Monitor and review:
 - statistical reports and accident / incident data including work-related ill-health to identify trends and recommend actions,
 - health and safety audit and inspection reports and outputs of other ongoing monitoring mechanisms,
- Provide a formal means of consulting with employees within the service on health, safety and wellbeing matters, in particular:
 - identifying means to resolve health and safety concerns identified by employees,
 - the introduction of new or amended health and safety policies and procedures,
 - information and instruction to employees regarding health and safety risks and associated preventative measures,
 - the planning, delivery and adequacy of health and safety training.

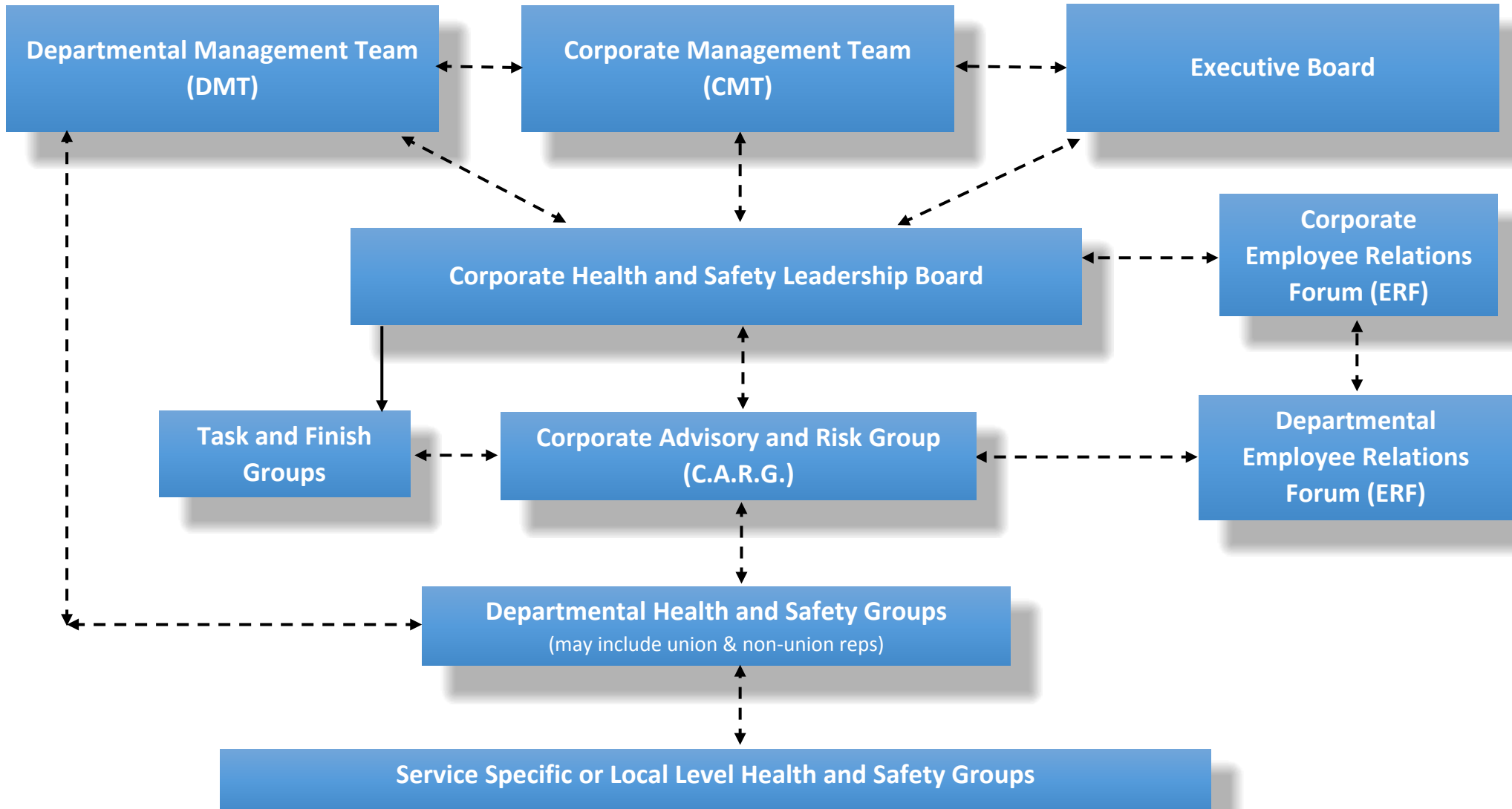
9. FURTHER INFORMATION

If you require this information in large print, Braille or on audiotape please contact the Occupational Health and Safety Centre via [email](#).

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COMMUNICATION AND CONSULTATION



EXECUTIVE BOARD 27TH MARCH 2017

FINANCIAL ASSISTANCE FROM THE FOLLOWING GRANT FUND: TARGETED FINANCE FUND

Purpose: To approve the following fund in the Development of Sustainable Communities within Carmarthenshire.

Recommendations / key decisions required:

Targeted Finance Fund – Annex 1

1 Application – Total Value = £19,814.00

Total Number of Applications - 1 Total Value = £19,814.00

Reasons:

Grant decisions for the Development of Sustainable Communities in Carmarthenshire are usually approved through the Regeneration and Leisure Executive Board Member Decision meetings. As Cllr. Meryl Gravell has declared an interest in this project the grant decision will now have to be undertaken at Executive Board.

Relevant scrutiny committee to be consulted: - NO

Exec Board Decision Required **YES**

Council Decision Required **NO**

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Meryl Gravell (Regeneration and Leisure).

<p>Directorate Name of Head of Service: Helen L Morgan</p> <p>Report Author: Caroline Owen</p>	<p>Designations:</p> <p>Development Manager Regen & Policy</p> <p>Community Regeneration Assistant</p>	<p>Tel: 01267 242367 HLMorgan@carmarthenshire.gov.uk</p> <p>Tel: 01269 590216 CAOwen@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

EXECUTIVE BOARD

27TH MARCH 2017

FINANCIAL ASSISTANCE FROM THE FOLLOWING GRANT FUND: TARGETED FINANCE FUND

BRIEF SUMMARY OF PURPOSE OF REPORT.

To approve the following fund in the Development of Sustainable Communities within Carmarthenshire.

RECOMMENDATIONS / KEY DECISIONS REQUIRED:

Targeted Finance Fund – Annex 1

1 Application – Total Value =£19,814.00

Total Number of Applications – 1 Total Value = £19,814.00

DETAILED REPORT ATTACHED

YES

IMPLICATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below
 Signed: **Helen L Morgan** **Development Manager Regeneration & Policy**

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

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below
 Signed: **Helen L Morgan** **Development Manager Regeneration & Policy**

1. **Local Member(s)** As per individual reports
2. **Community / Town Council** As per individual reports
3. **Relevant Partners** As per individual reports
4. **Staff Side Representatives and other Organisations** As per individual reports

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

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

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Targeted Finance Fund	TFF-16-09	Community Bureau, Grants Section, Business Resource Centre, Parc Amanwy, New Road, Ammanford, Carmarthenshire SA18 3EP

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Targeted Finance Fund 2016/17

Application Reference: TFF/16/09

Project Title	Community Wellbeing Project
Applicant	Trimsaran Village Forum
Ward	Trimsaran
Key Account Management	<p>Key Account Management (KAM) clients: For an organisation to become a KAM client they must be a third sector not for profit organisation that falls into one of the following 3 categories:</p> <ul style="list-style-type: none"> • Existing social enterprises that have the potential to grow, be sustainable and create employment • Emerging projects that have the potential to create jobs • Third sector organisations that deliver vital services within our communities✓
Project Description	<p>Plas y Sarn Leisure Centre is located centrally within Trimsaran within close proximity of the Primary School, community Pharmacist, the local Rugby Club, local Bus Company and playing fields. It has become a centralised community hub for Trimsaran with access to key services for residents.</p> <p>The community facility benefits from accessible car parking and provides disabled body access and facilities in a modern, safe and well maintained building away from a busy through road.</p> <p>In January 2017 Trimsaran Village Forum has submitted a Stage two Application to the Big Lottery People and Places Programme to develop Plas y Sarn. The project is to extend the ground floor of the centre which will allow them to further develop services for the community.</p> <p>The Centre is seeking to enable continued growth and increased income generation by providing a sustainable community hub; the Centre is complementary to the long term regeneration plans for the area.</p> <p>TFF funding is required to match fund the revenue elements of the total project cost for the first year of a three year programme. It will also enable the Village Forum to retain the Centre Coordinator to deliver the growth plans for Centre in line with its three year Business Plan and to cover the initial costs of the Wellbeing Project.</p> <p>The project beneficiaries will be the young people of Trimsaran, the aim is to run two youth nights per week for young people 8-11 years old and also 12-18 years old. It is intended Youth Workers will work with the young people and organise events and activities throughout the year. It is estimated each age group will have</p>

	<p>approximately 20 young people at each session; the Youth Club will also be supported by the PCSO, Dyfed Powys Police.</p> <p>The second group of beneficiaries will be the Young Families who will be attending the Bobl Bach Group; they will have the benefit of a fit for purpose room at the centre of the village with good access and free car parking. They will have access to other services and activities based at the centre and will have the opportunity to participate in a wide variety of Education and Training Programmes.</p> <p>Bobl Bach will benefit as it will have the room to undertake activities and develop services which will grow the organisation. They are proposing to run three weekly sessions estimated to be attended by 15 individuals per session.</p> <p>The third group of beneficiaries will benefit from the Education and Training Programme. There will be 8 Unaccredited 4 week courses of three hours per session and 4 Accredited 12 week Courses of three hour sessions over the 3 year period delivered by Coleg Sir Gar, with no more than 12 people attending each course. In addition to the Coleg programme it is intended to run courses through Communities First and CAVS.</p> <p>The fourth group of beneficiaries will be the Leisure/Hobby Groups and the Community Council who will benefit from a fit for purpose room to hold meetings and small gatherings.</p>
<p>Economic Benefit</p>	<ul style="list-style-type: none"> • Number of individuals into training/education - 35 • Number of individuals into volunteering - 12 • Number of individuals into employment – 4 • No of community groups/organisations assisted - 13 • Number of social enterprises created - 0 • Number of social enterprises supported - 0 • Number of full time jobs created – 1 • Number of jobs safeguarded - 0.5 • Public and private leverage funding - £246,766.00 <p>Other Outputs:</p> <ul style="list-style-type: none"> • Increased turnover/profitability - £1,000.00 annually • Floor space created/improved - £13.200 x 13.475m • Number of people experiencing improve family life through parenting skills through advice and guidance.(year 1) – 30 • Number of young people accessing a new community service (year 1) - 30 • Number of young people gaining experience and life opportunities (year 1) - 30 • Number of people accessing existing and new community services (year 1) - 30
<p>Total Project Cost</p>	<p>£262,578.00 - Gross</p>
<p>Eligible Capital</p>	<p>£185,000.00</p>

<p>Eligible Revenue</p> <p>Ineligible Costs</p> <p>Amount and % of grant requested</p> <p>Match funding</p>	<p style="text-align: center;">£77,578.00 - 3yrs</p> <p style="text-align: center;">£33,614.00 – 1yr</p> <p style="text-align: center;">£17,680.00 - Coordinator Salary p/t for 12 months £3,334.00 - Education and Training Programme for 12 months £1,000.00 - Professional Fees £400.00 - Youth Workers Travel and phone expenses for 12 months £3,500.00 - Marketing and Communication including Translation £1,700.00 - Youth Activities for 12 months £3,000.00 - IT Equipment and Development Software £3,000.00 - Other Development and Activities</p> <p style="text-align: center;">Nil</p> <p style="text-align: center;">Year 1</p> <p style="text-align: center;">£19,814.00 @ 58.9%</p> <p style="text-align: center;">£242,764.00</p> <p style="text-align: center;">£232,764.00 - Lottery People & Places – Stage 2 submitted £10,000.00 – Welsh Church Fund - applying</p>
<p>Cllr and Officer Consultations Undertaken</p>	<p>Letters of Support from:</p> <ul style="list-style-type: none"> • Dyfed Powys Police • Bobl Bach • Communities First • Menter Cwm Gwendraeth • Parc y Scarlets • Trimsaran Community Council • Trimsaran Heritage Group • Medical Practice • Llanelli Rural Council • Swansea City Community Development • Trimsaran Primary School • Coleg Sir Gar • Cllr Meryl Gravell
<p>Evidence of Need / Community Engagement</p>	<p>There has been a full consultation of associated organisations and the community to evidence the need for the project as demonstrated in the consultation tracker, questionnaire and support signatures and letters.</p> <p>The centre has no current additional space to develop the services needed by the community. The two contributing factors to the issue of space have been the development of the Doctors Surgery which was essential to the community and secondly the condition of the Miners Welfare Hall which is due to be demolished as it is no longer fit for use.</p> <p>To enable the Community Centre to meet the needs of the community it must develop services and to develop services it requires additional space and staff.</p>

	<p>There are over 200 support signatures and over a 100 completed Questionnaires as well as a Facebook consultation in support of the application. A full consultation document demonstrates the need for the development of the centre and of the indicated services.</p> <p>The project will complement the programme of community development in the lower Gwendraeth area, there is currently no youth services in the village, no fit for purpose Education and Training facility. The family service is being run from an assisted living complex since the Welfare Hall was deemed unsafe two years ago.</p> <p>There is also an opportunity for business to hire the facility for meetings and for a hair and Beauty business to share the facility beauty room with the college or for young students to start their own business, this will also add to the sustainability of the centre by creating additional income.</p> <p>The project will look to develop further links to health care in the community, in particular the issues around Dementia. The project will also look at developing the centre as a Netball Centre of Excellence working in partnership with the very successful Trimsaran Netball Team and in line with recent government initiatives to invest in netball to encourage participation in sport by women.</p> <p>The project cost will be funded by the lottery for the following 3 years, following that time an assessment of the financial needs will be made by the board. There will be a review of the services, the income and the sustainability which will be reflected in the continuation of the business plan and future development, other opportunities for grant aid will be explored.</p>
<p>Contributing to key Strategies</p>	<p>The redevelopment and proposed increased community services will make a positive impact to the community and clearly demonstrate addressing the key themes and strategic aims of several strategies:</p> <ul style="list-style-type: none"> • Carmarthenshire’s Integrated Community Strategy 2011-16 • Swansea Bay City Region Economic Regeneration Strategy 2013-2030 • Regional Learning Partnership South West and Central Wales (RLPSW&CW), the vision is:
<p>Ownership/Lease</p>	<p>Lease Agreement with Carmarthenshire County Council for ninety nine years effective from 2000.</p>

<p>Business Plan/Officer Comments including details of support moving forward/next steps linked to growth and sustainability</p>	<p>Increased income sources will be created by providing additional space at the Centre that will accommodate more events and services. The increase in footfall will add sales in the cafe and encourage participation, volunteering and create a sense of belonging and community spirit.</p> <p>The project will allow the centre to grow and explore further income sources and develop effective management and facility coping strategies, it will encourage further environment and cost saving opportunities.</p> <p>The project will market and encourage hire and rental possibilities by outside organisations; it will develop an effective strategy to develop good business practices that will sustain the Leisure Centre as the hub of the community for future generations.</p> <p>Trimsaran forms part of the Llanelli Community First Cluster, officers of the Community First Team work closely with the Leisure Centre in providing skills and training opportunities over the past 12 months. The training sessions that have been have produced results in both accredited and non accredited subjects to date:</p> <ul style="list-style-type: none"> • 35 individuals attained Food Hygiene qualifications • 6 individuals attended a social media course • 22 individuals attained First Aid qualifications • 2 pop up Hair and Beauty trial Sessions
<p>Recommendation</p>	<p>Award - £19,814.00</p>
<p>Subject to:</p>	

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**EXECUTIVE BOARD
27TH MARCH 2017**

APPOINTMENT OF LA GOVERNOR

Recommendations / Key Decisions Required:

Due to his personal interest as Executive Board Member for Education & Children, that the Executive Board considers a nomination submitted by Cllr. G. O. Jones to fill an LA Governor vacancy.

Reasons:

To meet statutory obligations of filling vacancies on Governing Bodies.

Relevant scrutiny committee to be consulted: N/A

Exec Board Decision Required YES

Council Decision Required NO

Executive Board Member Portfolio Holder:

Cllr. G. O. Jones (Education & Children)

<p>Directorate Education & Children Name of Head of Service: Gareth Morgans Report Author: Tanja Neumayer-James</p>	<p>Designations: Interim Director – Dept for Education & Children Principal School Governance Officer</p>	<p>Tel Nos. 01267 246450 01267 246448 E Mail Addresses: edgmorgans@cararthenshire.gov.uk tneumayer-james@cararthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

EXECUTIVE BOARD

27TH MARCH 2017

APPOINTMENT OF LA GOVERNOR

In accordance with the LA appointment policy for LA Governors, vacancies exist in certain schools and the schedule of nomination for one of these vacancies is attached. Nominations were invited from the Chairperson, Headteacher and the current Members on the Governing Body of the school.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

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

Signed: Gareth Morgans

Interim Director – Dept for Education & Children

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

CONSULTATIONS

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

Signed: Gareth Morgans

Interim Director – Dept for Education & Children

1. Scrutiny Committee – N/A
2. Local Member(s) - Relevant Members have been informed of this nomination and have been invited to submit additional nominations.
3. Community / Town Council – N/A
4. Relevant Partners - N/A
5. Staff Side Representatives and other Organisations - N/A

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

THERE ARE NONE

APPOINTMENT OF LA GOVERNORS

List for Consideration

27th March 2017

SCHOOL	NO. OF VACANCIES	NOMINATIONS NAME AND ADDRESS	NOMINATED BY	DETAILS
Bro Myrddin	1	Mr D Arwel Lloyd,	Cllr. Gareth O. Jones, Chair of Governors	<ul style="list-style-type: none">• Commitment to education• a desire to help improve standards of education within the school;• willingness to share individual skills and expertise within the context of the governing body. <p>Cllr. Gareth O. Jones is seeking Mr Lloyd's re-appointment.</p>

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Agenda Item 18

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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Agenda Item 19

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