

# Document Pack



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

**WEDNESDAY, 8TH NOVEMBER 2017**

**TO: ALL MEMBERS OF THE COUNTY COUNCIL**

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **COUNTY COUNCIL** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL, CARMARTHEN AT 10.00 AM, ON WEDNESDAY, 15TH NOVEMBER, 2017** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

*Mark James* CBE

**CHIEF EXECUTIVE**



PLEASE RECYCLE

<b>Democratic Officer:</b>	<b>Martin S. Davies</b>
<b>Telephone (direct line):</b>	<b>01267 224059</b>
<b>E-Mail:</b>	<b>MSDavies@carmarthenshire.gov.uk</b>
<b>Ref:</b>	<b>AD016-001</b>



**EICH CYNGOR arleinamdani**  
[www.sirgar.llyw.cymru](http://www.sirgar.llyw.cymru)  
**YOUR COUNCIL doitonline**  
[www.carmarthenshire.gov.wales](http://www.carmarthenshire.gov.wales)

# AGENDA

1. APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF PERSONAL INTERESTS.
3. CHAIR'S ANNOUNCEMENTS.
4. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 18TH OCTOBER 2017. 5 - 12
5. SCARLETS PRESENTATION.
6. PUBLIC QUESTIONS (NONE RECEIVED).
7. QUESTIONS BY MEMBERS:-

**7.1 QUESTION BY COUNCILLOR BILL THOMAS TO COUNCILLOR GLYNOG DAVIES - EXECUTIVE BOARD MEMBER FOR EDUCATION AND CHILDREN**

“Carers cannot be in full time education and claim Carers Allowance even if they are caring for the 35-hours a week that makes them eligible for this benefit. Will you commit to signing the petition recently launched by Carmarthenshire young carers to change this rule so that young adult carers have a chance to reach their full potential?”

**8. TO CONSIDER THE FOLLOWING NOTICES OF MOTION:-**

**8.1 NOTICE OF MOTION SUBMITTED BY COUNCILLOR ANDRE MCPHERSON:**

“I ask this Council to ratify my motion, that on the 1<sup>st</sup> December each year on International Aids Day we fly the Rainbow Flag over County Council buildings. As a symbol of solidarity with HIV positive people and those living with AIDS living in Carmarthenshire and all the colours that represents.”

**8.2 NOTICE OF MOTION SUBMITTED BY COUNCILLOR BILL THOMAS:**

“One in four women will experience domestic violence or abuse in their lives and one in six men. The White Ribbon campaign is an international movement of men taking a stand against violence against women. Men who support the campaign wear a white ribbon as a symbol that they oppose violence against women. 25<sup>th</sup> November is International White

Ribbon Day. White Ribbon accreditation is a recognition of the work an organisation undertakes to involve men in speaking out about and challenging male violence against women. This Council will therefore:

- a) Appoint an Executive Board Member as a White Ribbon Ambassador
- b) Put measures in place so that Carmarthenshire County Council can seek White Ribbon Accreditation by the 2018 White Ribbon Day.

These actions will help to eliminate the level of violence against women and encourage a society of equality and respect.”

- |   |         |
|---|---------|
| <b>9. RE-APPOINTMENT OF CO-OPTED MEMBERS OF STANDARDS COMMITTEE.</b>                                  | 13 - 16 |
| <b>10. TO RECEIVE THE REPORT OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 23RD OCTOBER 2017.</b> | 17 - 22 |
| <b>11. MINUTES FOR INFORMATION (AVAILABLE TO VIEW ON THE WEBSITE)</b>                                 |         |
| 11.1 MEMBER APPOINTMENTS COMMITTEE - 20TH SEPTEMBER 2017;   |         |
| 11.2 SOCIAL CARE AND HEALTH SCRUTINY COMMITTEE - 26TH SEPTEMBER 2017;                                 |         |
| 11.3 STANDARDS COMMITTEE - 28TH SEPTEMBER 2017;   |         |
| 11.4 EDUCATION AND CHILDREN SCRUTINY COMMITTEE - 28TH SEPTEMBER 2017;                                 |         |
| 11.5 AUDIT COMMITTEE - 29TH SEPTEMBER 2017;   |         |
| 11.6 ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE - 2ND OCTOBER 2017;                       |         |
| 11.7 PLANNING COMMITTEE - 3RD OCTOBER 2017;   |         |
| 11.8 PLANNING COMMITTEE - 19TH OCTOBER 2017;  |         |
| 11.9 APPOINTMENTS COMMITTEE 'B' - 3RD OCTOBER 2017;   |         |
| 11.10 POLICY AND RESOURCES SCRUTINY COMMITTEE - 11TH OCTOBER 2017;                                    |         |
| 11.11 LICENSING COMMITTEE - 25TH OCTOBER 2017.  |         |

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## COUNTY COUNCIL

**WEDNESDAY, 18 OCTOBER 2017**

**PRESENT:** Councillor H.I. Jones (Chair)

**Councillors:**

S.M. Allen	L.R. Bowen	K.V. Broom	C.A. Campbell
J.M. Charles	D.M. Cundy	S.A. Curry	A. Davies
C.A.. Davies	T.A.J. Davies	H.L. Davies	I.W. Davies
J.A. Davies	W.R.A. Davies	E. Dole	J.S. Edmunds
P.M. Edwards	D.C. Evans	L.D. Evans	R.E. Evans
W.T. Evans	A.L. Fox	S.J.G. Gilasbey	C.J. Harris
P. Hughes-Griffiths	T.M. Higgins	J.K. Howell	P.M. Hughes
J.D. James	R. James	D.M. Jenkins	J.P. Jenkins
G.H. John	C. Jones	B.W. Jones	D. Jones
G.R. Jones	A. Lenny	M.J.A. Lewis	K. Lloyd
K. Madge	A.S.J. McPherson	E. Morgan	A.G. Morgan
D. Nicholas	B.D.J. Phillips	J.S. Phillips	D. Price
J.G. Prosser	B.A.L. Roberts	E.M.J.G. Schiavone	H.B. Shepardson
L.M. Stephens	D. Thomas	E.G. Thomas	G.B. Thomas
G. Thomas	J. Tremlett	A.Vaughan Owen	D.T. Williams
D.E. Williams	J.E. Williams		

**Also Present:**

M. James, Chief Executive  
J. Morgan, Director of Community Services  
P.R. Thomas, Assistant Chief Executive (People Management & Performance)  
C. Moore, Director of Corporate Services  
W. Walters, Director of Regeneration & Policy  
R. Mullen, Director of Environment  
G. Morgans, Interim Director of Education & Children's Services  
L.R. Jones, Head of Administration and Law  
I. Jones, Head of Leisure  
C. Daniels, Senior Sports and Leisure Manager  
K. Gerard, Pensions Manager  
A. Parnell, Treasury & Pensions Investments Manager  
J. Owen, Democratic Services Officer

**Chamber, County Hall, Carmarthen – 10:00am - 11:50am**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors F. Akhtar, G. Davies, S.L. Davies, D. Harries, A. James, G.H. John, T.J. Jones, K. Lloyd, S. Najmi, B. Thomas, A.D.T. Speake.

**2. DECLARATIONS OF PERSONAL INTERESTS.**

There were no declarations of personal interest.

### 3. CHAIR'S ANNOUNCEMENTS.

- Congratulations were extended to Councillor Liam Bowen who had recently attained a degree in Welsh and Politics at the University College of Wales, Cardiff. The Chair also extended his congratulations to Councillor Bowen on his recent engagement to be married.
- Congratulations were extended to the Dyfed Pension Fund who had been successful in achieving two awards at the Local Authority Pension Fund (LAPF) Investment Awards in London. The Dyfed Pension Fund were awarded with the Scheme Administration award and the LGPS Fund of the Year award (under £2.5bn). Appreciation was extended to all the officers involved for their dedication and hard work. The Pensions Manager and Treasury & Pensions Investments Manager collected the awards from the Chairman.
- Congratulations was extended to Cyfle Building Skills who was awarded the Queens Award for Enterprise and Innovation earlier this year in recognition of the ground-breaking Shared Apprenticeship Scheme. Cyfle Building Skills Shared Apprenticeship Scheme was established in 2013 and was one of the first collaborative apprentice employments schemes in the UK. Cyfle supports young adults into sustainable employment within the construction industry and currently covers the following trades: Bricklaying, Plastering, Carpentry, Electrical, Plumbing, Painting & Decorating, Maintenance, Accounting and Business and Administration. Furthermore, in recognition of Carmarthenshire County Council's support for Cyfle, the Chairman was presented with a replica award by the Lord Lieutenant at a ceremony in the National Botanic Garden of Wales last September.
- Appreciation was extended to all staff within the Council as they battled against the recent extreme high winds in order to ensure that business continued as normal. The Council's attention was drawn to the work Highways Department who had attended 34 separate incidents throughout the County during the extreme high winds, which had resulted in fallen trees and electricity cables. The Met Office had recorded winds of up to 75mph. Recognition was given to the Council's frontline staff who had worked tirelessly to re-open roads, duty officers, Contact Centre staff and Careline Agents who had dealt with a large number of calls from the public.
- Congratulations were extended to Miss Francesca Evans-Thomas, of Year 8 Ysgol Bryngwyn, Llanelli, who had won the Welsh championships of the National Baton Twirling Championships Wales held recently in Kidwelly. Good luck and best wishes was extended to Miss Evans-Thomas in representing Wales in the World Baton Twirling Championship in Norway later this year.
- Congratulations were extended to Mr Jason Thomas from Drefach Football Club who, out of over 7000 nominations had won an award for Community Coach of the Year within the FA Wales Community Awards. This award was a true acknowledgement of Mr Thomas' dedication over the last 8 years in creating and building teams of youngsters within the Club.

- The Chair extended his condolences to the family of Lady Mary Mansel Lewis, widow of former Lord Lieutenant of Dyfed, Sir David Mansel Lewis.
- The Council's attention was drawn to the success of the Toy Box Appeal in previous years which had provided help to families who were facing difficult financial times particularly during the Christmas period. Similar to previous years, Members of Council were requested to make a donation and contribute to the Appeal. Appreciation was extended to the Managing Director of Nolan UPV who has allowed the project to be hosted at his premises in Johnstown. Members of Council were requested to make a donation at any of the collection points located throughout the County including County Hall, Ty Elwyn, Llanelli and Ammanford Town Hall.

#### **4. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON THE 20<sup>TH</sup> SEPTEMBER 2017**

**It was RESOLVED that the minutes of the meeting of the Council held on the 20<sup>th</sup> September 2017, be signed as a correct record.**

#### **5. YOUNG SPORTS AMBASSADOR PRESENTATION**

The Chair welcomed Mr Carl Daniels, the Senior Sports and Leisure Manager who was introduced by Head of Leisure, Ian Jones. The Senior Sports and Leisure Manager was invited to provide a presentation on the Young Ambassadors Programme.

The Head of Leisure provided members of Council a brief background in relation to work of the Sports and Leisure Services Section: The County boasts 8 leisure centres which attracts over 1.5m usages. In response to the financial pressures, work to increase income levels had enabled more services to be retained, increasing income in Aquatics by some £250k in the last 4-5 years to exceed £1m income and Health & Fitness by some £300k being set to exceed £1m this year. In addition to the work done within Leisure Centres significant amount of work was done out in the community and within schools. The Young Ambassadors Programme was an example of the work that had been carried out and was only part of wider community development work with an investment cost to the Authority of circa £26k a year.

The Senior Sports and Leisure Manager was accompanied by Richard Dando from Sport Wales, Rowan Smith and Dyfrig Davis, a pupil and teacher from Laugharne School and Jess Thomas from Ysgol Bro Myrddin, who gave their own personal experiences of being part of the programme.

Working together with Sport Wales, the Young Ambassadors Programme, a sector leading programme in Carmarthenshire was developed to deliver a number of Young Ambassador Outcomes which included:-

- Increase participation in Sport and promote healthy lifestyles
- Role model promoting positive values of sport in the school and local community
- To be the young people's voice on PE and school sport in their school in the community

- Bringing the excitement and inspiration of major events to their schools
- To get every child hooked on sport for life.

The programme included a pathway for Young Ambassadors across Wales starting from Bronze (years 5 and 6), Bronze+ (years 7, 8 and 9), Silver (age 14+), Gold (year 10 and above) through to Platinum at a National level. This pathway aimed to train and develop a future generation of leaders by providing young people with skills and experience to make them employable resilient young people through sport and physical recreation.

With Carmarthenshire being the first local Authority's in Wales to roll out Bronze Young Ambassadors programme, the County now boasts a network of over 300 Young Ambassadors providing valuable coaching support to staff. Appreciation was provided to Active Young People Officer's within the Leisure division for their commitment in driving the programme throughout the schools.

The presentation was followed by a question and answer session.

In response to question, 'What could Councillors do to help with the continued success of the programme?' the Senior Sports and Leisure Manager stated that Members could encourage their local schools to embrace the scheme if they had not done so already. Furthermore, if local schools were involved in the programme, Members were encouraged to seek more information from the school by asking the school to demonstrate their involvement in order to raise the profile of work being done.

The Chair thanked the Senior Sports and Leisure Manager and the Young Ambassador representatives for attending the meeting to appraise elected members of the programme and its success.

## **6. PUBLIC QUESTIONS (NONE RECEIVED).**

The Chair advised that no public questions had been received.

## **7. QUESTIONS BY MEMBERS:-**

### **7.1. QUESTION BY COUNCILLOR J PROSSER TO COUNCILLOR EMLYN DOLE, LEADER OF THE COUNCIL**

What is the number of staff employed either directly or indirectly by Carmarthen County Council on zero hour contracts?

#### **Response by Councillor Emlyn Dole, Leader of the Council:-**

"This is a question that is asked with some regularity by our Trade Union colleagues, and my response to you today is the same as that given, with the same regularity, to the Trade Unions.



In relation to the first part of your question relating to direct employment, we do not have any zero hour contracts, so the number is zero. We do have however, casual workers who we call upon to deliver some of our services, as and when the needs arise. Perhaps I should clarify the difference between the two, as the terms 'casual contract' and 'zero hours contracts' are often used interchangeably, and can lead to confusion.

Under a casual contract, there is commonly no obligation on the employer to offer work to the individual and, crucially, no obligation on the individual to accept the work offered. Quite often this mutuality of obligation does not arise, therefore the individuals are classed as 'workers' and not 'employees'.

The 'zero-hours' contract differs from a standard casual worker agreement in that the Employer is under no obligation to offer work, but the individual is usually obliged to be available, and to accept work when offered.

Turning to 'indirect employment' then, I can confirm that for all Procurement activity valued over £25k, our Procurement Unit undertakes what are called Sustainable Risk Assessments with the relevant officers within the departments that are procuring services, to ensure that environmental, social and economic issues are assessed, understood and managed in all key procurement decisions that relate to the procurement of goods and services. These are contained within our Procurement Specification. One of the areas we consider is 'whether there is the potential for contractors' employees to be exploited?' Our Tender specification safeguards against this happening.

One of the consistent queries we've had over the last few years has been in relation to 'zero-hours' contracts in our provision of the Domiciliary Care framework which was awarded back in July 2015, we looked at the contracted hours of our supply chain in this area, and we stipulated back then that the providers appointed on to this subsequent framework were not to employ their staff on 'zero-hours' contracts to fulfil the Council's requirement.

Members will also be aware of the Code of Practice relating to the Ethical Employment in Supply chains, where zero hours contracts are not used unfairly, and we are working with Procurement colleagues in Pembrokeshire, through our Pilot Procurement shared service, and with our HR division to determine what we need to put in place to meet the expectations of the Code. Again, just for information, Welsh Government are expecting all Local Authorities to sign up to the Code by the end of this calendar year.

To conclude then, the number for both elements of your question is zero."

**Councillor Prosser asked the following supplementary question:-**

I know from personal circumstances that a lot of care workers are now being employed on self-employed basis as a way around zero-contract hours. Would that be considered when looking at procurement of new contracts?

## **Response by Councillor Emlyn Dole, Leader of the Council:-**

That will be considered, yes. Under that code of practice that we are obliged to sign up to, it is for those who haven't seen it, it is the up coming appointment in supply chains, under that code after Mark Drayford gave the introduction, there are the 'Commitments', there are the 'Ways of implementing the code of practice', as well as 'who is expected to sign up' and we are on that list as are all of the public services and bodies in Wales and we will be doing that as I said in my previous answer.

To relate, that usually comes as a result of the domiciliary care that we provide and I did say that back in July, 2015 the previous administration of the coalition between Plaid and Independence, led by Plaid, we did put that in place to ensure that happened and we are still on a different route because I have to say that under previous Labour administrations, domiciliary care was outsourced to the private sector, where 70% in house went to 24% in house. We at the moment are reversing that trend and bringing it back in house. Not only are we trying to ensure that the ethical standards remain for procurement to private, that we are reversing what happened under previous Labour administrations by bringing more of that domiciliary care back in house.

## **8. TO CONSIDER THE FOLLOWING NOTICES OF MOTION:-**

### **8.1. NOTICE OF MOTION SUBMITTED BY COUNCILLOR ROB JAMES**

Council considered the following Notice of Motion submitted by Councillor Rob James:-

That this Council:

- a) recognises the importance of a modern, integrated public transport network in increasing the connectivity of communities across Carmarthenshire and tackling poor air quality;
- b) supports the principles laid out within the Swansea Bay Metro plan;
- c) commits to engaging in any future discussions of a possible Metro system;
- d) advocate that any future proposal includes the Amman Valley and Carmarthen to ensure the benefits are felt by towns and villages across Carmarthenshire.

The Motion was duly seconded.

The following amendment to the Motion was proposed by Councillor Darren Price and duly seconded:-

After bullet point d), add:-

- e) Notes that the planned electrification of the Great Western railway to Swansea has been scrapped by the UK Government and that only 1% of Network Rail's capital expenditure has been spent in Wales since 2011, despite Wales having 11% of the total UK track network.

- f) Calls on the Welsh Government to lobby Network Rail and the UK Government to increase its spend in Wales and to deliver a Metro system for Swansea Bay and the Western Valleys.
- g) Welcomes the agreement between Plaid Cymru and the Welsh Government reached this month which commits the Welsh Government to exploring a new Metro for the Western Valleys and Swansea Bay.

The proposer of the Motion (supported by his seconder), advised that he was happy to accept the amendment and was afforded the opportunity of speaking in support of the Motion and outlined the reasons for its submission, as set out in the Motion.

The proposer of the Amendment was afforded the opportunity of speaking in support thereof and outlined the reasons for its submission.

A number of statements were made in support of the Motion, as amended, following which it became the Substantive Motion and the Council,

**UNANIMOUSLY RESOLVED, that the Substantive Motion be supported.**

## **8.2. NOTICE OF MOTION SUBMITTED BY COUNCILLOR JEFF EDMUNDS**

The Council considered the following Notice of Motion submitted by Councillor Jeff Edmunds:-

Openness and transparency are vitally important in public governance, asking questions and their meaningful response form part of that.

There are quite clear rules in our Constitution covering questions asked at Council Meetings but I believe such clarity is absent, as far as our constitution is concerned, covering the response.

I would like to bring to your attention CPR 11.7.1. (a).

In response to a question this rule states: An answer may take the form of:-  
'A direct oral answer.'

No reference is made to the question so my motion is to amend this particular CPR giving greater clarity.

The motion is to amend CPR 11.7.1. (a) to read:-  
'An oral answer that relates directly to the question and is concise.'

To have questions and answers given appropriate consideration and equal status can only strengthen public confidence.

The Motion was duly seconded.

The proposer of the Motion was afforded the opportunity of speaking in support thereof and outlined the reasons for its submission.

With regard to the current process an assertion was made that the Constitution Review Working Group (CRWG) was set up to consider any amendments to the Council's Constitution before recommending to Council. In respect of the process and in light of the scheduled CRWG to take place next Wednesday, the proposer of the Motion (supported by his seconder), advised that he was happy to withdraw the Motion.

The Chief Executive confirmed that this item would be placed on the Agenda of the next CRWG meeting scheduled to take place on Wednesday, 25<sup>th</sup> October 2017.

**9. TO CONSIDER THE RECOMMENDATIONS OF THE DEMOCRATIC SERVICES COMMITTEE IN RESPECT OF THE FOLLOWING ITEMS:**

**9.1. APPOINTMENT OF MEMBER DEVELOPMENT CHAMPION**

In order to comply with section 7 of the Local Government (Wales) Measure 2011, training and development of Members and in accordance with the statutory guidance, local Authorities were encouraged to appoint a Member Development Champion. Members considered a report on the Appointment of Member Development Champion which appended the role description.

Members noted that the Member Development Champion would work closely with Councillor Mair Stephens, the Member development Lead for the Executive Board and officers of the Learning and Development Team on identifying and promoting member development issues.

**RESOLVED that Councillor Rob James be appointed as Member Development Champion.**

**10. MEMBERSHIP OF COMMITTEES**

In accordance with Corporate Procedure Rule CPR 2 (2)(n), the following nominations from the Labour Group had been received and was **RESOLVED**:

**10.1 to note that Councillor Kevin Madge to replace Councillor Bill Thomas on the policy and Resources Scrutiny Committee;**

**10.2 to note that Councillor Bill Thomas to replace Councillor Kevin Madge on the Education and Children Scrutiny Committee**

In addition to the above, further nominations from the Labour Group were provided. It was further **RESOLVED**:

**10.3 to note that Councillor Suzy Curry to replace Councillor Louvain Roberts on the Planning Committee;**

**10.4 to note that Councillor Louvain Roberts to replace Councillor Suzy Curry on the Community Scrutiny Committee.**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
DATE

## COUNTY COUNCIL 15<sup>TH</sup> NOVEMBER 2017

### RE-APPOINTMENT OF CO-OPTED MEMBERS OF STANDARDS COMMITTEE

#### Recommendations / key decisions required:

To appoint Mr Andre Morgan and Mr Alun Williams to a further term of office as co-opted members of the Standards Committee.

#### Reasons:

The current terms of office of both Mr Morgan and Mr Williams expire on the 5<sup>th</sup> December 2017.

#### Scrutiny Committee recommendations / comments:

Not applicable

<b>Exec Board Decision Required</b>	NO
<b>Council Decision Required</b>	YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr E Dole (Leader)

Directorate		
Chief Executives		
Name of Head of Service:	Designations:	
Linda Rees-Jones	Head of Administration & Law	Tel Nos.
Report Author:		01267 224018
Robert Edgecombe	Legal Services Manager	E Mail Addresses:
		RJEdgeco@carmarthenshire.gov.uk.

**EXECUTIVE SUMMARY  
COUNTY COUNCIL  
15<sup>TH</sup> NOVEMBER 2017**

**RE-APPOINTMENT OF CO-OPTED MEMBERS OF STANDARDS COMMITTEE**

Mr Andre Morgan and Mr Alun Williams were appointed as co-opted members of the Standards Committee by Full Council on the 13<sup>th</sup> July 2011

Their appointment was for an initial term of office of 6 years from the 6<sup>th</sup> December 2011 to the 5<sup>th</sup> December 2017.

Mr Morgan and Mr Williams are currently the most experienced members of the Standards Committee and Mr Morgan serves as its Chairman

Regulation 21 of the Standards Committees (Wales) Regulations 2001 provides that co-opted members of a Standards Committee may be appointed to a further term of office of no more than 4 years.

Both Mr Morgan and Mr Williams have agreed to serve a further term of office.

It is therefore requested that both Mr Morgan and Mr Williams be appointed to a further 4 year term of office from the 5<sup>th</sup> December 2017 to the 4<sup>th</sup> December 2021.

<b>DETAILED REPORT ATTACHED?</b>	<b>NO</b>
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**IMPLICATIONS**

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

**Signed:** *L Rees-Jones* **Head of Administration and Law**

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

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below  
Signed: *L Rees-Jones* Head of Administration and Law

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
Legal file	DPSC-150	Legal Services, County Hall

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## EXECUTIVE BOARD

Monday, 23 October 2017

**PRESENT:** Councillor E. Dole (Chair);

**Councillors:**

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

**Present as Observers:**

Councillors D.M. Cundy, J.S. Edmunds and R. James;

**The following Officers were in attendance:**

M. James, Chief Executive;

C. Moore, Director of Corporate Services;

G. Morgans, Interim Director of Education & Children's Services;

R. Mullen, Director of Environment;

L.R. Jones, Head of Administration and Law;

P.R. Thomas, Assistant Chief Executive (People Management & Performance);

N. Daniel, Head of I.C.T.;

J. Fearn, Head of Property;

I. Jones, Head of Leisure;

S. Davies, Modernisation Services Manager;

D. Hockenull, Marketing and Media Manager;

H. Morgan, Economic Development Manager;

J. Owen, TIC Programme Manager;

J Tillman, Information & Data Protection Officer;

M.S. Davies, Democratic Services Officer.

**Chamber, County Hall, Carmarthen - 10.00 am - 11.10 am**

**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor C. Campbell.

**2. DECLARATIONS OF PERSONAL INTEREST**

There were no declarations of personal interest.

**3. MINUTES - 31ST JULY 2017**

**UNANIMOUSLY RESOLVED** that the minutes of the meeting of the Executive Board held on the 31<sup>st</sup> July 2017 be signed as a correct record subject to the following:

- **Inclusion of the following under attendees:**  
**'Present as Observers:-**  
**Councillors D.M. Cundy, E.G. Edwards, J.S. Edmunds, R. James and J. Prosser;'**
- **The inclusion of Cllr. D.M. Cundy's name in minutes 6, 10,11 and 15 as the member raising a concern [minute 6], asking a question [minutes 10 and 11 and 14] and making a comment [minute 15];**
- **The resolution in minute 16 be amended to read:**

**UNANIMOUSLY RESOLVED** that the appointment of members to serve on *the Executive Board Advisory Panels and* outside bodies be *endorsed* as detailed in the circulated schedule.....'

**4. QUESTIONS ON NOTICE BY MEMBERS**

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. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO INCREASE THE CAPACITY OF GORSLAS COMMUNITY PRIMARY SCHOOL FROM 110 TO 210**

The Executive Board considered a report detailing a proposal to increase the capacity of Gorslas Primary School from 110 to 210 from 1<sup>st</sup> September 2019 when the new school building was due to be completed.

The Education & Children Scrutiny Committee, at its meeting on the 28<sup>th</sup> September 2017, had resolved to endorse the proposal.

Officers noted the need to amend the list of consultees to include, for instance, the Public Service Board which had replaced the Local Service Board and to refer to the fact that the survey of Gorslas Primary School prior to the 2015 desktop exercise had been undertaken in 2010.

**UNANIMOUSLY RESOLVED** that officers initiate a formal consultation process during the Autumn Term 2017 on the above proposal and report back to the Executive Board at the end of the statutory consultation period.

**7. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO PROVIDE NURSERY PROVISION AT YSGOL PARC Y TYWYN BY INCREASING ITS AGE RANGE FROM 4-11 TO 3-11**

The Executive Board considered a report detailing a proposal to standardise the local authority nursery provision in the areas of Burry Port and Pembrey.

Ysgol Parc y Tywyn was a Welsh medium school with an age range of 4-11 and shared the same catchment area as the combined Burry Port Community School and Ysgol Pembrey, which were both categorised English medium schools with an age range of 3-11. The proposal therefore sought to standardise the nursery education in the area by ensuring that the same level of provision was provided at both the Welsh and English medium schools in the areas of Burry Port and Pembrey.

It was noted that the Education & Children Scrutiny Committee, at its meeting on the 28<sup>th</sup> September 2017, had resolved to endorse the proposal.

The view was expressed that hopefully such provision could be extended across the county for consistency.

**UNANIMOUSLY RESOLVED** that officers initiate a formal consultation process during the Autumn Term 2017 on the above proposal and report back to the Executive Board at the end of the statutory consultation period.

**8. 2017/18 BUDGET/EFFICIENCIES ON CITIZENS ADVICE BUREAU CARMARTHENSHIRE**

The Executive Board considered a report which highlighted the current position and associated impacts should the 2017/18 budget efficiencies for Carmarthenshire Citizens Advice Bureau agreed by Council on the 22<sup>nd</sup> February 2017 be implemented.

The service provider had indicated that if the reductions of £35k were implemented for 2017/18 this would have immediate effect on the service, in particular reduced staffing with enforced redundancy, closure or reduction in opening hours and a reduced availability of client debt and benefit support. They had therefore asked that the implementation of these financial reductions be reconsidered due to the short time period of implementation and to allow for a full considered consultation to be undertaken with them.

**UNANIMOUSLY RESOLVED to approve the reversal of the decision to cut £35k in 2017/18 and request a review of the budget efficiencies proposals for Carmarthenshire Citizens Advice Bureau in regard to the Council's Budget Strategy 2018/19.**

**9. REVISED CUSTOMER COMPLAINTS & COMPLIMENTS PROCEDURE AND REVISED UNACCEPTABLE ACTIONS BY COMPLAINANTS POLICY**

The Executive Board considered a report detailing proposed revisions to the Council's current Complaints & Compliments Procedure and Unreasonable Actions by Complainants Policy

**UNANIMOUSLY RESOLVED to approve the revised Customer Complaints & Compliments Procedure and the revised Unacceptable Actions by Complainants Policy.**

**10. TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2017 TO 30TH JUNE 2017**

The Executive Board considered an update on the treasury management activities from 1<sup>st</sup> April 2017 to 30<sup>TH</sup> June 2017.

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

**11. COUNCIL'S REVENUE BUDGET MONITORING REPORT**

The Executive Board considered the revenue budget monitoring report which provided the latest budgetary position as at 30th June 2017, in respect of 2017/2018.

Overall, the monitoring report forecasted an end of year overspend of £2,289k on the Authority's net revenue budget with an overspend at departmental level of £3,198k. The HRA was predicting a £226k underspend to the year end.

**UNANIMOUSLY RESOLVED that the Revenue Budget Monitoring Report be received.**

**12. CAPITAL PROGRAMME 2017-18 UPDATE**

The Executive Board considered a report providing an update of the final budgetary position for the 2017/18 capital programme as at the 30<sup>th</sup> June, 2017.

Departmentally a net spend of £56,921k was forecasted compared with a working net budget of £82,640k giving a £-25,719k variance. The variance would be slipped into future years, as the funding would be required to ensure that the schemes were completed.

**UNANIMOUSLY RESOLVED** that the capital programme update report be received.

**13. MONITORING BATHING WATER IN CARMARTHENSHIRE**

With reference to Minute 5 of Council held on 22<sup>nd</sup> February 2017 and the Notice of Motion adopted thereat the Executive Board considered a report outlining the current requirements in attaining a quality 'designated bathing beach' and options in terms of future sampling and signage particularly in terms of the Burry Inlet and North Dock.

**UNANIMOUSLY RESOLVED**

**13.1 that the current bathing water monitoring programme ceases with the exception of monitoring of the quality of water in North Dock, Llanelli;**

**13.2 that the current warning signs be reviewed to ensure that they are accurate, appropriate and clearly signpost the public to the official designated bathing beaches in Camarthenshire.**

**14. WELSH LANGUAGE MEMBERS' ADVISORY PANEL**

**UNANIMOUSLY RESOLVED** that Councillor F. Akhtar be appointed to serve on the Welsh Language Members' Advisory Panel in place of Councillor S. Curry

**15. WELSH IN EDUCATION FORUM**

The Executive Board considered a report detailing arrangements for the Welsh in Education Forum. As there was a new Council/Executive Board there was a need to consider and review the membership of this Forum.

**UNANIMOUSLY RESOLVED** to confirm the appointment of the following County Councillors as members of the Welsh in Education Forum:-

**Executive Board Member for Education plus 6 members (2 from each political group):-**

**Plaid Cymru: Councillors Darren Price and Cefin Campbell;**

**Labour: Councillors Dot Jones and Shahana Najmi;**

**Independent Group: Councillors Andrew James and Sue Allen.**

**16. AGILE WORKING INVESTMENT PLAN**

Further to minute 8 of the meeting of the Executive Board held on the 2nd May 2017 at which a revised Agile Working Policy had been endorsed consideration was given to a report setting out the savings and cost implications associated with implementing the project across the authority.

The Executive Board Member for Resources, in response to a query from Councillor D. Cundy as to how the total annual saving of £481k might be achieved, referred to the appendices attached to the report.

The Chief Executive advised that the Policy would be proceeded with in a measured way with regular reports to the Board.

**UNANIMOUSLY RESOLVED**

- 16.1 to approve total funding of £1.9m over 4 financial years with a total of £405k of investment required for 17/18 and £861k for 18/19 to support the property, IT and project management elements of the agile working project delivery plan with the aim of delivering a total annual saving of £481k and £2.433m of savings after 5 years;
- 16.2 to approve the proposals for funding the capital investment as outlined in the Financial Implications, including the use of the Council's Development Fund to fund a £405k capital requirement for 2017/18;
- 16.3 to help inform the revised Office Accommodation Strategy for the authority by agreeing which administrative buildings should be the focus of the agile working delivery plan and which buildings should, in principle, be released as a consequence of the impact of the agile approach. However officers are instructed to be flexible in their approach and open to opportunities as and if they arise;
- 16.4 to instruct officers to report further on the implementation of the delivery plan.

**17. PROPOSED REMOVAL OF CEMETERY FEES FOR THE BURIAL OF CHILDREN UP TO AND INCLUDING THE AGE OF 18 YEARS**

The Executive Board considered a report which sought approval for the waiving of burial fees for children up to and including eighteen years of age in line with other local authorities in South Wales following a recent campaign by Carolyn Harris MP. It was noted that waiving these fees would have very little financial impact for the Authority.

The Board welcomed the proposal and it was suggested that it should be extended to include the waiving of burial fees for stillborn children.

**UNANIMOUSLY RESOLVED** that all fees in relation to the burial of children, including stillborn children, up to and including the age of eighteen be waived.

**18. CARMARTHENSHIRE COUNTY COUNCIL ANNUAL REPORT FOR 2016/17**

The Executive Board considered the Council's draft Annual Report for 2016/17 which included the second year progress report on the Corporate Strategy 2015-20, the Summary Annual Report 2016/17 and the full Annual Report.

When the Corporate Strategy had been published in 2015/20 it had been agreed that an annual progress report would be produced setting out 24 outcome measures to judge the Authority's progress against. The Corporate Strategy would be reviewed for 2018/19 as the Well-being of Future Generations (Wales) Act 2015 required the Well-being Objectives to be incorporated within the Corporate Strategy.

Whilst in previous years the Annual Report and Improvement Plan had been combined into a single document this year they had been separated because the new Well-being of Future Generations Act required the publication of the Authority's Well-being Objectives by the 31<sup>st</sup> March and it therefore made sense to incorporate the Improvement Plan for the year ahead within that. It would not have been possible to produce the Annual Report before the year's end.

It was noted that it was a requirement of the Local Government (Wales) Measure the Authority must publish an Annual Report on past performance by the end of October each year.

**UNANIMOUSLY RESOLVED to approve the Reports.**

**19. EXECUTIVE BOARD FORWARD WORK PROGRAMME**

The Executive Board, in accordance with the Council's constitution, gave consideration to its Forward Work Programme prepared in liaison with all departments and the Executive Board Business Manager that highlighted the major policy and budgetary decisions to be taken over the next 12 months. It was noted that the programme would continue to be reviewed and published on a bi-annual basis thereby ensuring an up to date programme was always in place.

**UNANIMOUSLY RESOLVED that the updated Forward Work Programme be approved for publication.**

**20. 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 item as the report contained exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Act.**

**21. DISCOVERY CENTRE NORTH DOCK LLANELLI.**

The Executive Board considered a report detailing options with regard to the future use and operation of the Discovery Centre at North Dock, Llanelli, following an unsolicited approach from a third party.

The Board was advised that the private sector interest would, if progressed, relieve the Council from all maintenance and management responsibility for the building in the future and give rise to a cost saving of some £45,000 per annum. A visitor information point and the public toilets would remain.

**UNANIMOUSLY RESOLVED that the land deal with the third party be progressed to take a new lease of the entire building, subject to the existing occupiers simultaneously surrendering their interests.**

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CHAIR

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DATE