

# EXECUTIVE BOARD

Monday, 19 November 2018

**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, G. Davies and C.A. Campbell

**Also in attendance:**

Councillor D.M. Cundy

**The following Officers were in attendance:**

M. James, Chief Executive

C. Moore, Director of Corporate Services

J. Morgan, Director of Community Services

Mrs R. Mullen, Director of Environment

W. Walters, Director of Regeneration & Policy

J. Morgan, Acting Head of Homes & Safer Communities

A. Rees, Head of Learner Programmes

L.R. Jones, Head of Administration and Law

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

D. Hockenull, Marketing and Media Manager

M.S. Davies, Democratic Services Officer

**Chamber, County Hall, Carmarthen: 10.00 am - 11.25 am**

**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2. DECLARATIONS OF PERSONAL INTEREST**

Councillor	Minute Number	Nature of Interest
C. Campbell	9 – Model Teachers’ Pay Policy 2018/19	Brother and Sister-in-Law are teachers;
L. Evans	9 – Model Teachers’ Pay Policy 2018/19	Daughter is a teacher;
P. Hughes-Griffiths	9 – Model Teachers’ Pay Policy 2018/19	Daughter is a teacher;
P.M. Hughes	11 – Service Delivery Plan 2018/19 Environmental Protection	Interests in retail Trade.

**3. MINUTES - 22ND OCTOBER 2018**

**UNANIMOUSLY RESOLVED** that the minutes of the meeting of the Executive Board held on the 22<sup>nd</sup> October, 2018 be signed as a correct record.

**4. QUESTIONS ON NOTICE BY MEMBERS**

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

**5. PUBLIC QUESTIONS ON NOTICE**

The Chair advised that no public questions had been received.

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

The Executive Board considered the revenue budget monitoring report which provided an update on the latest budgetary position as at the 31<sup>st</sup> August, 2018.

Overall, the report forecast an end of year overspend of £2,237k on the Authority's net revenue budget, with an over-spend at departmental level of £3,432k. The Housing Revenue account was forecasting an over-spend of £237k.

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

**7. CAPITAL PROGRAMME 2018-19 UPDATE**

The Executive Board considered a report which provided an update on the capital programme spend against the budget for 2018/19 as at 31<sup>st</sup> August, 2018.

It was noted that a net spend of £57,535k was currently forecasted compared with a working net budget of £57,241k giving a £294k variance. The net budget had been re-profiled by a further £4.642m from 2018/19 to future years to take account of updated spend profile information and the budget slippage from 2017/18 was included within the circulated figures. An Education budget re-profiling exercise was also being undertaken to reflect the progress of schemes within the 5 year capital programme on the MEP programme.

**UNANIMOUSLY RESOLVED that the capital programme update budget monitoring report, as detailed in Appendix A and B, be received.**

**8. REVENUE BUDGET STRATEGY 2019-20 / 21-22**

The Executive Board considered the above report which provided an overview of the Revenue Budget for 2019/20 and the following two years. The report detailed the budget process timetable, the Welsh Government's current provisional settlement, the final settlement timetable and identified the validation and budget pressures that needed to be considered by members in setting next year's revenue budget. The report would form the basis of the budget consultation process that would be undertaken with the Council's scrutiny committees and the community during the period November, 2018 – January, 2019 prior to a report being submitted to the Executive Board and thence to Council.

Whilst the headline provisional settlement announced by Welsh Government had been better than predicted it was a reduction on the current year's settlement and when inflationary factors, demographic and demand changes were considered it would have a significant negative impact on the Council's resources.

The budget proposals, as presented in the report, assumed the full delivery of all of the savings proposals submitted, together with the identification and delivery of the shortfall in savings proposals 2020-21, and 2021-22. Further cost reductions needed to be identified and/or larger council tax increases would need to be agreed to deliver a balanced budget in each of the three years. Given the scale of the budget gap forecasted Council Tax increases had been increased from the previous MTFP [Medium Term Financial Plan] to 4.89% in each of the three financial years which provided at least some mitigation to the savings proposals which the council needed to consider.

Officers noted a number of minor amendments required in Appendix A relating to St. Clears Leisure Centre [Fact File column] and School Crossing Patrols [Efficiency description].

**UNANIMOUSLY RESOLVED that the contents of the report be noted and the three year budget strategy be approved as a basis for consultation, and to specifically seek comments from consultees on the efficiency proposals detailed in Appendix A to the report.**

**9. MODEL TEACHERS' PAY POLICY 2018/19**

(NOTE: Councillors C. Campbell, L. Evans and P. Hughes-Griffiths, having earlier declared an interest in this item, left the Council Chamber during its determination)

The Executive Board considered The Model Teachers' Pay Policy which had been updated to reflect September 2018 pay award as detailed in the School Teachers' Pay and Conditions Document 2018. Teaching associations, both regionally and locally, had been fully consulted on the Policy.

**UNANIMOUSLY RESOLVED that the Model Teachers' Pay Policy 2018/19 be endorsed and circulated to Schools for formal adoption by their Governing Bodies.**

**10. MODEL UNATTACHED TEACHERS' PAY POLICY 2018/19**

The Executive Board considered the Model Unattached Teachers Pay Policy which had been updated to reflect the September 2018 pay award as detailed in the School Teachers Pay and Conditions Document 2018.

**UNANIMOUSLY RESOLVED that the Model Unattached Teachers' Pay Policy 2018/19 be endorsed and circulated to Schools for formal adoption by their Governing Bodies.**

**11. SERVICE DELIVERY PLAN 2018/19 ENVIRONMENTAL PROTECTION**

(NOTE: Councillor P. Hughes, having earlier declared an interest in this item, left the Council Chamber during its determination)

The Executive Board considered the Environmental Protection Service Delivery Plan 2018/19 which outlined the roles and responsibilities of the Environmental Protection Section and detailed the demands and challenges on the service and how it was planned to positively address these for 2018/19.

It was noted that the Environmental & Public Protection Scrutiny Committee had recently endorsed the Plan.

**UNANIMOUSLY RESOLVED to approve the Environmental Protection Service Delivery Plan 2018/19.**

**12. ACQUISITIONS AND DISPOSALS POLICY**

The Executive Board considered a revised Property Acquisitions and Disposals Policy which had last been updated in 2005. The revised policy, particularly the appendix checklist procedures, responded to issues raised by a recent audit review of the systems and procedures associated with the management of Council properties. It was recognised that vacant properties could have a negative effect on a locality and the longer they remained vacant the higher the risk of vandalism and safety issues arising. It was hoped that the revised policy would support the sale of surplus properties in a timely manner to reduce this risk.

**UNANIMOUSLY RESOLVED that the revised (June 2018) Property Acquisitions and Disposals Policy be approved.**

**13. DISCLOSURE AND BARRING SERVICE (DBS) CHECKS - POLICY**

The Executive Board considered a draft Disclosure and Barring Service [DBS] Policy which, if approved, would ensure the Council operated within DBS and other related statutory guidance/codes. The policy, and associated processes, would ensure that any risk associated with employing people to work in schools, with children and/or vulnerable adults was minimised.

**UNANIMOUSLY RESOLVED that the draft Disclosure and Barring Service [DBS] Policy be approved.**

**14. EMPLOYMENT REFERENCES - GUIDANCE**

The Executive Board considered updated Employment References Guidance which reflected changes in practice and recent changes to Data Protection legislation. The revised Guidance was aimed at managers involved in the recruitment process and provided a guide to receiving and providing references. ACAS had recently published updated guidance on this subject and this had also been reflected in the Guide.

**UNANIMOUSLY RESOLVED that the updated guidance be noted.**

**15. REVIEW OF GAMBLING POLICY**

With reference to minute 10 of the Licensing Committee held on the 24<sup>th</sup> October 2018 the Executive Board considered a report on the review of the Gambling Policy which included the Consultation Document 2018 and revised Gambling Policy –Gambling Act 2005. Members noted that the current Gambling Policy, adopted by the authority in February 2016, had come into effect on the 11<sup>th</sup> of March 2016. The legislation required it to be reviewed at least every three years to ensure that it reflected feedback from the local community that the statutory objectives were being met. The Gambling Policy document reflected the results of the consultation and review process and complied with relevant legislation and guidance.

**UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the amended Gambling Policy be approved.**

## 16. REVIEW OF LICENSING POLICY

With reference to minute 11 of the Licensing Committee held on the 24<sup>th</sup> October 2018 the Executive Board considered a report on the review of the Authority's Licensing Policy which included the Licensing Policy Consultation Report and the revised Licensing Policy Statement reflecting the results of the consultation and review process. The current Licensing Policy had been adopted in February 2016, subject to further consultation being undertaken regarding the possible adoption of a Cumulative Impact Policy in relation to Lammas Street, Carmarthen. In April 2018 the legislation had been amended to refer to Cumulative Impact Assessments instead of Cumulative Impact Policies. The consultation exercise, undertaken between April 3<sup>rd</sup> – June 1<sup>st</sup> 2018 had been aimed at responsible authorities, local residents, businesses, existing licence holders and their representatives reaching 1000 individuals and organisations. The Board noted that the revised licensing policy document, appended to the report, reflected the results of the consultation and review process. As a result of the consultation exercise, the key issue raised had been that sufficient evidence existed to justify the adoption of a Cumulative Impact Assessment in respect of Lammas Street, Carmarthen. The scheme of delegation had been amended to reflect good practice and changes to the legislation.

**UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the amended Licensing Policy be approved.**

## 17. CWMAMMAN AFC

With reference to minute 11 of the meeting of the Executive Board held on the 30<sup>th</sup> April 2018 the Board considered a further application from Cwmamman AFC for financial assistance to enable the club to complete the second phase of its ground facilities upgrade, ensuring Tier 2 status to remain in the Welsh League.

**UNANIMOUSLY RESOLVED to approve financial assistance to Cwmamman AFC to the value of £56k.**

## 18. FLOOD RECOVERY WORKS

The Chair advised that this item had been withdrawn.

## 19. ANY OTHER ITEMS OF BUSINESS THAT BY REASONS OF SPECIAL CIRCUMSTANCES THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY PURSUANT TO SECTION 100B(4)(B) OF THE LOCAL GOVERNMENT ACT, 1972

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

## 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 items as the reports contained exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Act.**

## 21. REDEVELOPMENT OF FORMER PROVISIONS MARKET LLANDEILO (THE OLD MARKET HALL)

**Following the application of the public interest test it was UNANIMOUSLY RESOLVED, pursuant to the Act referred to in Minute 20 above, to consider this matter in private, with the public excluded from the meeting as disclosing the content of this report would put the authority at a material disadvantage in any subsequent negotiations with third parties and potentially harm the public purse.**

The Executive Board considered a report detailing the options which had been considered for the redevelopment of the Old Market Hall, Llandeilo, to provide new employment space. Given current funding opportunities and the lack of previous delivery success the Council was deemed to be well placed to be able to deliver this project.

It was noted that the building had been vacant for many years and various proposals for its redevelopment had been unsuccessful with the underlying cause being the higher cost to value of refurbishing this Grade II\* listed building. An opportunity now existed, however, for the Council to secure external funding provided that the Council could commit to providing match funding. If progressed, it was anticipated that this project would give rise to:

- Creation of some 45 new jobs
- Support for 17 SME's through creation of top quality business space providing the base for local companies to develop
- Refurbishment of a landmark building

It was also anticipated that the project would act as a catalyst resulting in new businesses operating within the market town, creation of additional employment opportunities and the attraction of more visitors.

## **UNANIMOUSLY RESOLVED**

- 21.1 that the Council leads on the delivery of the redevelopment of the Old Market Hall, Llandeilo, to provide new employment space;**
- 21.2 that the Council actively seeks external funding to support the project delivery;**
- 21.3 that the Council provides match funding as detailed in the report.**

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**CHAIR**

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**DATE**