

EXECUTIVE BOARD

27TH JULY 2015

PRESENT: Councillor E. Dole [Chair];

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

Present in respect of Minute No. 7 – Councillor D. Cundy, Chair of the Community Scrutiny Committee Task & Finish Group;

Present as observers – Councillors T. Devichand, J. Edmunds, P. Hughes-Griffiths and J.D. James;

The following officers were also in attendance: -

Mr. M. James	Chief Executive;
Mr. J. Morgan	Director of Communities;
Mr. E. Bowen	Interim Director of Environment;
Mr. P. Thomas	Assistant Chief Executive (PMP);
Ms. W. Walters	Assistant Chief Executive (Regeneration and Policy);
Mr. M. Cresci	Head of Streetscene;
Mr. C. Moore	Head of Financial Services;
Mr. G. Morgans	Head of Education Services;
Ms. L. Rees-Jones	Head of Administration and Law;
Mr. R. Staines	Head of Housing and Public Protection;
Ms. G. Ayers	Corporate Policy & Partnership Manager;
Mr. K. Davies	Sustainable Development Manager;
Mr. M. S. Davies	Democratic Services Officer.

(Council Chamber, County Hall, Carmarthen: 10.00 a.m. – 11.15 a.m.)

1. APOLOGIES

An apology for absence was received from Cllr. M. Gravell.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

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3. INSTALLING SOLAR PHOTOVOLTAIC (PV) SYSTEMS ONTO HOUSING AND NON-HOUSING PROPERTIES.

Further to minute 11 of the meeting of the Executive Board held on the 11th May 2015 consideration was given to a report setting out the proposed roles, responsibilities and structure behind the delivery of the above project. In addition the report highlighted the proposed timeline to deliver the project and the investment opportunities available for the Council or the community. For the project to deliver maximum financial return to the Council and property occupiers, it was considered essential that the key decisions identified were made as soon as possible in order that installations could be progressed before the Government's financial incentives were reduced further.

The Head of Housing and Public Protection, in response to a concern over the equitability of the scheme for all council tenants, advised the Board that consultation was currently taking place with tenants who would not be able to benefit from solar panels under the above scheme as to what they would prefer to receive in lieu of any benefits received by tenants who were able to have solar panels installed. He added that the consultation could also include the issue of a preferred name for the Community Benefit Society.

UNANIMOUSLY RESOLVED

- 3.1. to note the proposed structure for delivery of the project;**
- 3.2. that a Community Benefit Society (CBS) be set up with the Council acting as Custodian Trustee;**
- 3.3. to agree, subject to further consultation, that the Community Benefit Society be initially given that name;**
- 3.4. the issue as to whether the Council should invest directly in the CBS or the opportunity offered for public subscription be considered in due course.**

4. STREET LIGHTING PBB [PERFORMANCE-BASED BUDGETING] SAVING OPTIONS

The Executive Board considered a report which outlined two Street Lighting PBB saving options in light of the unprecedented cuts imposed on the Authority over the next three years and the need to produce the efficiency savings identified for this area. These options were either to convert sodium lanterns to LED lanterns [which would require capital investment of £2.9million in order to achieve the benefits of reduced energy and maintenance costs] or reduce maintenance, vehicle and labour costs [it was considered that this option, reducing the maintenance on night patrols of the stock with resultant reduction in labour and vehicle costs, would generate £226,000 savings].

UNANIMOUSLY RESOLVED

- 4.1. that the Technical Services Department be authorised to prepare a business case to pursue the option of funding the capital investment**

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required to deliver the “Converting sodium lanterns to LED lanterns” option savings over the next years to implement Phases 1-3 noted in the report, via the WAG “Invest to Save” fund;

- 4.2. that the Technical Services Department’s reserves (Fleet Management Reserve) be utilized to fund the capital works (up to £1.875m) required to deliver the PBB savings identified in Phase 1 and Phase 2 of the report, and that the Department continues to investigate alternative funding for Phase 3;
- 4.3. that the Public Lighting section fully implements measures to deliver the options for reducing maintenance, vehicle and labour costs noted in the report thus reducing its operational costs in order to meet its PBB targets;
- 4.4. that, should the proposals noted above fail to be delivered, then a programme of “de-commissioning” lights on the road networks be prepared by the Public Lighting section to achieve the required budget savings for the outstanding amount and report thereon be submitted in due course.

5. WASTE SERVICE – DEFINING THE STRATEGIC DIRECTION AND THE TRANSITION FROM 60% TO 70% RECYCLING

The Executive Board considered a report which detailed and defined the proposed strategic direction of travel and the key milestones in order to define the Council’s Waste strategy coupled with the necessary procurement and contracts, which would enable the statutory 70% recycling targets and associated waste diversion targets to be met over the next 10 years.

UNANIMOUSLY RESOLVED that the proposed route map and key milestones set out in the detailed report be endorsed in order to achieve the Council’s overall objective of meeting future recycling and landfill diversion targets and that the following actions be approved:

- 5.1. implementation of interim treatment, recycling and disposal contractual arrangements as detailed in the report, ensuring that they are put in place by whichever route deemed most suitable, which in practice will mean negotiation for aspects of the service with the existing providers, as appropriate, up to March 2018;
- 5.2. the procurement of new refuse collection vehicles (due to the age and poor condition of the existing fleet) to allow the proposed new refuse collection routes to be implemented from autumn 2016. This will also allow us to offer a full recycling service to our trade customers;
- 5.3. implementation of the route rationalisation programme (from autumn 2016) in accordance with the timescale detailed within Appendices 1 and 2 of the report to allow a more efficient service to be delivered within the bounds of the indicative budget provision;

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- 5.4. review of the current green/garden waste kerbside collection service to see if it can be run satisfactorily on a commercial basis;**
- 5.5. the introduction of kitchen caddy food bin liners as a trial in specific targeted areas from Autumn 2015 with the aim of assessing their effectiveness in increasing participation in food waste recycling, prior to making a decision on a wider roll-out to all households;**
- 5.6. the undertaking (to an appropriate extent) of a preliminary assessment of our current kerbside collection system, including a waste compositional analysis, for the purpose of informing the proposed waste treatment and disposal contract;**
- 5.7. continuation of the existing co-mingled kerbside collection arrangements and only review the position if necessary, following the completion of detailed options modelling analysis work, possibly as part of WG's collaborative change programme at some point in the future. The detailed options work would be undertaken towards the latter part of the vehicle asset lifecycle i.e. within 5-7 years;**
- 5.8. commencing the procurement process for the long term treatment, recycling and disposal of our waste, including undertaking a "soft market testing" exercise so as to inform and assist with the formulation of the long term contract and help us decide on the best way to package the contract. A prior indicative notice (PIN) has already been published, notifying potential service providers of our intention to go to market;**
- 5.9. amendment to the responsibilities of the Director of Environment so as to provide separation between the substantive role of the Director of Environment and any part that the role involves with respect to the wider corporate governance of CWM as the Local Authority Waste Disposal Company (LAWDC), and in particular any part that would influence its strategic direction. This amendment will be valid for the term of the procurement process and will provide clear separation from the Director's role in procuring and commissioning the new service contract so that parity for all bidders is maintained.**

6. CONSULTATION ON THE CONTENT OF THE WELSH LANGUAGE'S STANDARDS COMPLIANCE NOTICE PLACED ON CARMARTHENSHIRE COUNTY COUNCIL BY THE WELSH LANGUAGE COMMISSIONER

The Executive Board considered Carmarthenshire County Council's draft response on the content and deliverability of the draft compliance notice which had been issued to the Council by the Welsh Language Commissioner and would require compliance with a total of 166 different standards (not all of the Commissioner's 174 standards were applicable to Carmarthenshire).

The Executive Board Member for Human Resources, Efficiencies & Collaboration advised that since the original response had been drafted it was considered that the following amendments and additions should be included:

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- Of the 166 Standards set for the Council 145 of those were deliverable over a period of time but the remaining 21 Standards were being challenged;
- That the approximate additional staffing required for the Translation Unit to support the delivery of the requirements should be amended from 3.5 FTE to between 6-8 FTE. This would be at an approximate cost of £220K;
- that the following details be added against the Council's response to Standard 76 following further information being provided by the Council's Procurement Unit:

The Corporate Procurement Unit have mapped all standard documentation linked to our Invitations to Tender and this equates to 54,000 words that will need to be translated. In addition to this, 12,000 words will need to be translated annually for specific exercises that lie beyond the Official Journal of the European Union (OJEU) – which remain in English due to European guidelines.

- That Standard 104 be added to the list of Standards being challenged by the Council on the grounds of timescales to deliver – the Council request that it be changed to 1 year to deliver rather than 6 months.

Standard 104: You must ask each employee whether he or she wishes to receive any forms that record and authorise – (a) annual leave, (absences from work, and (c) flexible working hours, in Welsh; and if that is an employee's wish, you must provide any such forms to him or to her in Welsh

Comments

- *Office based staff currently have access to Resource Link, which holds the majority of employment related forms bilingually. However, we are moving towards a new 'My View' system, which will enable staff to choose a Welsh medium or English medium option in accessing the forms.*
- *This work will commence in September 2015 and is likely to take a year to develop. We therefore request an extension to comply within one year.*
- *We will also need to undertake an audit of all paper based forms used by non-office based staff (3,000 employees) to ensure that the Welsh medium forms are readily available for their use.*

It was considered that rather than 'challenging' the 21 Standards in question it should be viewed by the Welsh Language Commissioner that the Council was being constructive in its response and that she would, hopefully, enter into a dialogue with the Council following the end of the consultation period.

UNANIMOUSLY RESOLVED to approve the draft response, together with the further additions referred to above, on the content and deliverability of the Council's draft compliance notice within the Welsh Language Commissioner's consultation process.

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7. COMMUNITY SCRUTINY COMMITTEE TASK & FINISH GROUP 2014/15 - EMPTY PROPERTIES IN CARMARTHENSHIRE

The Executive Board was informed that the Community Scrutiny Committee, at its meeting on the 23rd June 2014 which had been reconvened on the 1st August 2014 [minute 14 refers], had established a Task & Finish Group to review empty properties in the private sector. The review had culminated in the formulation of 11 recommendations following the consideration of a range of evidence over a series of meetings held between November 2014 and June 2015.

The Chair of the Task and Finish Group thanked all who had been involved in its deliberations.

It was noted that the recommendations being put forward would need to be set against the resource implications.

UNANIMOUSLY RESOLVED that the recommendations of the Community Scrutiny Committee Task and Finish Group on Empty Properties in Carmarthenshire, as detailed within the report, be endorsed.

8. MODERNISING EDUCATION PROGRAMME - SCHOOL ORGANISATION DECISION MAKING AND DETERMINATION PROCESS

The Executive Board considered a report detailing Carmarthenshire County Council's current school organisation decision making and determination process for making significant changes to schools and regulated alterations. The report also included 4 alternative options to the aforementioned the last of which, involving the establishment of a Local Determination Panel, had been recommended by the Education and Children's Services Scrutiny Committee for adoption. It was noted in the report that the setting up of a Local Determination Panel, as required under options 3 and 4, would:

- Incur additional costs in facilitating the operation of the panel;
- Give rise to risks incurred in ensuring the robustness of panel decisions;
- Require additional staffing capacity in order to facilitate the operation of the panel and the provision of a formal clerking service to the panel;
- Require the development of terms of reference.

The Board took the view that matters such as those referred to in the report already fell within its own remit and the establishment of a Local Determination Panel, which, as pointed out, would require additional resources, was not necessary.

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that, in order to reduce the length of time taken to complete statutory procedures for making significant alterations to schools in accordance with the statutory School Organisation Code, Stages 1 and 2 be considered by the Executive Board with final determination being made by Council.

9. MINUTES

UNANIMOUSLY RESOLVED that the minutes of the meeting of the Executive Board held on the 13th July, 2015 be signed as a correct record.

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10. 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.

11. ISLAND HOUSE, WOGAN STREET, LAUGHARNE, CARMARTHENSHIRE

The Executive Board considered a report seeking authorisation for the acquisition of the above Grade II Listed building under Section 47 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The condition and integrity of the building, located within the Laugharne Conservation Area, was of growing concern and despite efforts to work with the owner to stabilise the building little improvement had been secured.

UNANIMOUSLY RESOLVED to approve the serving of a Compulsory Purchase Order under Section 47 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to secure the acquisition of Island House, Wogan Street, Laugharne.

CHAIR

DATED