

# EXECUTIVE BOARD

Monday, 23 September 2019

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

**Councillors:**

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

**Also in attendance:**

Councillors A.G. Morgan and G. Thomas;

**The following Officers were in attendance:**

W. Walters, Chief Executive

C. Moore, Director of Corporate Services

J. Morgan, Director of Community Services

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

Mrs R. Mullen, Director of Environment

J. Jones, Head of Regeneration

L.R. Jones, Head of Administration and Law

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

G. Ayers, Corporate Policy and Partnership Manager

I.R. Llewelyn, Forward Planning Manager

H. Morgan, Economic Development Manager

S. Sauro, Performance, Analysis & Systems Manager

M.S. Davies, Democratic Services Officer.

**Chamber, County Hall, Carmarthen: 10.00 am - 11.30 am**

**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence

**2. DECLARATIONS OF PERSONAL INTEREST**

Councillor E. Dole advised that he would be vacating the Chair and leaving the meeting for item 23 – Carmarthenshire Business Fund - as it was normally a matter he would have considered within his portfolio at an Executive Board Decisions Meeting for Leader. As the application in question had, however, been submitted by a company owned by Councillor Aled Vaughan Owen, Cllr. Dole had referred it to the Executive Board for determination although he had no specific interest in the matter.

**3. MINUTES - 29TH JULY 2019**

**UNANIMOUSLY RESOLVED** that the minutes of the meeting of the Executive Board held on the 29<sup>TH</sup> July, 2019 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:

### 5.1. QUESTION BY MR NEIL LEWIS TO COUNCILLOR CEFIN CAMPBELL, EXECUTIVE BOARD MEMBER - COMMUNITIES AND RURAL AFFAIRS:-

“The ‘Carbon net-Zero’ Strategy for the Council is a step towards answering the Climate Emergency from a Local Authority perspective, we would like to understand the actions that form this strategy, including what steps are being taken to ensure that the Strategy is understood and implemented across internal council departments first; and then what wider steps are planned to communicate to council partners, local businesses and Carmarthenshire citizens. Communication, education and understanding are crucial to ensuring the strategy is implemented and successful.”

### Response by Councillor Cefin Campbell, Executive Board Member for Communities and Rural Affairs:-

“Thank you very much Neil for the question. I have the pleasure to give you quite a full response. As you know we committed, as a Council, to net zero carbon by 2030 and once that Notice of Motion was passed unanimously by the Council I then went to discuss with officers in the Council as to the way forward and we held a meeting on the 30<sup>th</sup> July of the Heads of internal departments in the council and it was a very positive meeting. I think there were about 12-15 people representing different departments from the council around the table and what was surprising to me was how much we are already doing – I have a list here, I won’t go through all of them, but there are a few things that were a big surprise for me. For example we are already investing £2m in 200 energy products and through that programme is going to reduce the carbon emissions by 4.1000 tonnes so we are already doing that. We are part of the Re:fit scheme provided by the Welsh Government so every new house and houses that we refurbish we are looking at ways to save energy and buildings which are non-domestic includes schools and leisure centres and care homes etc. We have also committed to obtain the passive house standard. As you know that looks at saving energy within housing. We have changed 20,000 street lights already into LED lighting. We have got rid of single-use plastics in the county council, we are also paperless officially since last month and we have committed to provide 26 electric charging points across the county etc. So this does show that we are doing a lot already and of course there is a lot left to do. So this Thursday, 26<sup>th</sup> September, I’m going to be chairing the second meeting of the Heads of departments and more have committed to come and officers have already prepared an action plan, a draft version, and we will be discussing that and we have invited Stephen Cirell from APSE – and to some of you who don’t know who APSE are – they are the Association of Public Service Excellence and they have published a strategy entitled ‘Local Authority Climate Emergency Declarations: Strategic and practical considerations for climate emergency declarations, targets and action plans’. So Stephen Cirell, who was one of the authors of this report, is going to help steer our meeting – so that’s an important step and our action plan aims of course to be carbon net zero. But of course what we have to do, and it’s important to say this, we, at the moment, have to take a pragmatic approach towards what we can do. We have the aspiration but of course we have to be realistic in the short term as to what we can do but what we are committing to do is to set the foundations in place in order to build towards being carbon net zero. And your second part of your question is also important. We are working very closely with the PSB and the other public authorities in

Carmarthenshire and they have recently set up a Healthy Environment Delivery Group which is going to look at climate change and an environmental risk assessment for Carmarthenshire as a whole and we are going to be a central part of that. And the third sector under CAVS has set up a network in order to reduce carbon. There's one element in your question, and I recognise that possibly we do need to do more on it, which is possibly to go out to the private businesses and speak to them. So I will take that point on and when we will be discussing our action plan on Thursday I will raise that so that it is also part of our strategy as we move forward. So hopefully that gives to you an answer to the question.'

**6. CARMARTHENSHIRE COUNTY COUNCIL ANNUAL REPORT 2018/19**

The Executive Board considered the Council's Draft Carmarthenshire County Council Annual Report for 2018/19 produced in accordance with the requirements of both the Local Government (Wales) Measure 2009 and the Well-being of Future Generations (Wales) Act 2015.

**UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the Draft Carmarthenshire County Council Annual Report for 2018/19 be approved.**

**7. ANNUAL REPORT OF THE STATUTORY DIRECTOR OF SOCIAL SERVICES ON THE PERFORMANCE OF SOCIAL CARE SERVICES IN CARMARTHENSHIRE 2018/19**

The Executive Board considered the Draft Annual Report of the Statutory Director of Social Services on the Performance of Social Care Services in Carmarthenshire for 2018/19. The report comprised an overview by the Statutory Director of Social Services on that performance together with an assessment on the future and the strategic priorities for 2019/20.

The Executive Board Members for Social Care and Health and Education and Children expressed their appreciation to the Director of Social Services and his staff for their work over the previous year.

The Executive Board noted that subject to its endorsement, the report would be further proof read and reformatted prior to its submission to Council in October, 2019. Thereafter, it would be formally published and the Care Inspectorate Wales (CIW) and the Welsh Government would complete its analysis and review of the report with the CIW's Annual letter being submitted to Council in late November/early December 2019.

**UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the Draft Annual Report of the Statutory Director of Social Services on the Performance of Social Care Services in Carmarthenshire for 2018/19 be approved.**

**8. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL Y DDWYLAN, YSGOL GRIFFITH JONES, YSGOL LLANGYNNWR AND YSGOL LLYS HYWEL**

The Executive Board, in accordance with minute 7 of its meeting held on the 13<sup>th</sup> May 2019 considered a report on the outcome of the Statutory Consultation undertaken on proposals to change the nature of Foundation Phase provision at Ysgol y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Llys Hywel to Welsh medium with the choice of language medium being introduced at Key Stage 2, with effect from 1<sup>st</sup> September, 2020.

It was noted the proposal had been considered, and endorsed, by the Education and Children Scrutiny Committee at its meeting held on the 4<sup>th</sup> September, 2019.

## **UNANIMOUSLY RESOLVED**

**8.1 to note the observations received and endorse the Local Authority's responses following the consultation period;**

**8.2 to authorise the publication of a statutory notice to implement the proposal to change the nature of Foundation Phase provision at Ysgol y Ddwylan, Ysgol Griffith Jones, Ysgol Llangynnwr and Ysgol Lllys Hywel to Welsh medium with the choice of language medium being introduced at Key Stage 2, with effect from 1<sup>st</sup> September, 2020.**

## **9. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO CHANGE THE NATURE OF PROVISION AT YSGOL RHYS PRITCHARD**

The Executive Board, in accordance with minute 6 of its meeting held on the 13<sup>th</sup> May 2019 considered a report on the outcome of the Statutory Consultation undertaken on proposals to change the nature of provision of Ysgol Rhys Pritchard to Welsh medium from 1<sup>st</sup> January 2020. It was noted the proposal had been considered, and endorsed, by the Education and Children Scrutiny Committee at its meeting held on the 4<sup>th</sup> September, 2019.

## **UNANIMOUSLY RESOLVED**

**9.1 to note the observations received and endorse the Local Authority's responses following the consultation period;**

**9.2 to authorise the publication of a statutory notice to implement the proposal to change the nature of provision of Ysgol Rhys Pritchard to Welsh medium from 1<sup>st</sup> January 2020.**

## **10. SOCIAL CARE & HEALTH SCRUTINY COMMITTEE TASK & FINISH GROUP DRAFT FINAL REPORT 2018/19 - A REVIEW OF THE IMPACT OF LONELINESS IN CARMARTHENSHIRE**

The Chair of the Social Care & Health Scrutiny Committee presented, for the Executive Board's consideration, that Committee's Task & Finish Group Report 2018/19 'A review of the impact of loneliness in Carmarthenshire', and the following four recommendations detailed therein which had been formulated by the Group following the consideration of a range of evidence over a series of meetings held between June 2018 and April 2019:

- Take a strategic approach to loneliness;
- Address loneliness as an important shared priority;
- Focus on building and supporting community assets;
- Directly address barriers to connection.

The Task and Finish Group and the officers who had assisted were thanked for the excellent work undertaken.

The Board was reminded that the issues of loneliness and isolation had also been highlighted in the findings of the Carmarthenshire Rural Affairs Task Group, Minute 6 of the meeting of the Executive Board held on the 1<sup>st</sup> July 2019 refers, where lack of transport, both public and private, was also seen as a contributory factor.

**UNANIMOUSLY RESOLVED that the report and recommendations be endorsed for further consideration.**

**11. ORIEL MYRDDIN TRUST**

The Executive Board considered a report detailing the process for appointing Independent Trustees on to the Oriel Myrddin Trust [OMT] and seeking confirmation of the appointment of four independent trustees. Authorisation was also sought for future appointments to be delegated to the Executive Board Member for Culture, Sport & Tourism.

**UNANIMOUSLY RESOLVED**

**11.1 that Neil Confrey, Louise Morgan, Sally Moss and Nigel Roberts be appointed as Independent Trustees to OMT for a term of four years [Mr Roberts' application to be ratified at the next Trust meeting] in order that the Trust complies with its legal and regulatory duties under the conditions of the charitable scheme;**

**11.2 that in order to expedite future appointments of independent trustees authority be delegated to the Executive Board Member for Culture, Sport & Tourism to progress with appointments upon recommendation by the Board of Trustees.**

**12. CHANGING PLACES FACILITY, LLANELLI**

The Executive Board considered a report detailing 8 options, together with minimum estimated costs, for the provision of specialist toilet facilities, known as a Changing Places Facility, in Llanelli which would meet the needs of all people with a disability, whether a profound and multiple learning disability or other physical disability, in light of increasing requests for such a facility. The preferred option was deemed to be the reconfiguration and extension of the current ground floor disabled WC at the Ffwrnes Theatre in view of its central location, long opening hours and existing management arrangements. Similar facilities were already available in Carmarthen, Ammanford, Kidwelly and Pembrey Country Park.

In moving the recommendations the Executive Board Member for Environment proposed that officers also be requested to consider funding for the preferred option as part of the Capital Programme prioritisation.

**UNANIMOUSLY RESOLVED**

**12.1 to approve the preferred option for a Changing Places Facility at Y Ffwrnes Theatre and request officers to consider funding for the preferred option as part of the Capital Programme prioritisation;**

**12.2 to add further guidance on Changing Places Facilities to the recently-approved Local Toilets Strategy to encourage further provision throughout the County.**

**13. MODEL DISCIPLINARY POLICY & PROCEDURE FOR SCHOOLS**

The Executive Board considered a Model Disciplinary Policy & Procedure for Schools which had been developed and updated to help and encourage all employees to achieve and maintain acceptable standards of conduct and to make clear to all concerned the procedure to be followed by the School and Governing

Body to address concerns about an individual's behaviour or conduct.

**UNANIMOUSLY RESOLVED that the adoption of the Council's updated Model Disciplinary Policy & Procedure for Schools be endorsed.**

**14. MODEL COLLECTIVE DISPUTE POLICY & PROCEDURE FOR SCHOOLS**

The Executive Board considered a Model Collective Dispute Policy & Procedure for Schools which had been developed and updated to provide a means for trade unions and the school to seek to resolve disputes that might arise in relation to groups of employees.

**UNANIMOUSLY RESOLVED that the adoption of the Council's updated Model Collective Dispute Policy & Procedure for Schools be endorsed.**

**15. WORK READY PROGRAMME 2019-21**

The Executive Board considered a report detailing proposals to extend the Work Ready programme for a further 2 years at a cost £762,088. The funding for this programme would be a mix of existing budgets and a contribution from reserves. The programme, which was almost in its 8th year of operating, had demonstrated exponential success, year on year, with over 69% of the Authority's apprentices and Graduate Trainees either securing permanent employment or work outside the Authority.

In proposing the recommendations the Deputy Leader suggested that second recommendation/bullet point in the report be amended to read as follows

'To agree the funding of this programme on the following basis over the next 2 years:

- Current departmental budgets *to fund 10 of the Graduates and 50% of Apprentices appointed (£604,255 over 2 years)*

She added that the first sentence in the Financial Implications section should read 'The proposal to extend the Work Ready Programme will cost *in the region of £1m* over the next 2 years'.

It was commented that more could be done with schools to highlight the type of jobs and careers available with the Authority and emphasis the advantages of being bilingual.

**UNANIMOUSLY RESOLVED**

**15.1 to agree the proposal for extending the Work Ready Programme which includes 15 Graduate Trainees and 10 Apprentices;**

**15.2 to agree the funding of this programme on the following basis over the next 2 years:**

- **Current departmental budgets to fund 10 of the Graduates and 50% of Apprentices appointed (£604,255.00 over 2 years);**
- **Current funding in place from existing scheme £86,242;**
- **Use of departmental and earmarked reserves £320,000;**

**15.3 to map out, via workforce planning, current and future skills needs and identify areas of future recruitment demand and allocate resources to support these opportunities;**

**15.4 to work closely with departments' workforce plans to facilitate multi-**

level development amongst existing employees by accessing funding available from Welsh Government;

15.5 to continually develop people to ensure our workforce is highly skilled and supported through employees' early career within CCC, maximising potential funding streams;

15.6 to implement a comprehensive recruitment strategy to include social media marketing campaign;

15.7 to ensure sustainability of the project by supporting funding for the post of Work Based Learning Coordinator;

15.8 to explore regional expansion opportunities with a view to offering the Work Ready Programme to neighbouring local authorities, thereby reducing costs and providing opportunities for collaboration.

## 16. AMENDED SWANSEA BAY CITY DEAL JOINT COMMITTEE AGREEMENT

The Executive Board considered a report which sought endorsement of amendments to the Swansea Bay City Deal Joint Committee Agreement following the outcomes of reviews by the UK and Welsh Governments and the region itself which were accepted by the Joint Committee in March 2019. The reviews had included recommendations which required amendments to the original Joint Committee Agreement endorsed in July 2018.

### UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL

16.1 that the amendments to the Joint Committee Agreement as set out in the Appendix 1 and 2 to the report be endorsed;

16.2 that the Chief Legal Officer for the Swansea Bay City Deal be authorised to enter into a deed of variation to effect the changes to the Joint Committee Agreement.

## 17. 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 2019, in respect of 2019/2020.

Overall, the monitoring report forecasted an end of year overspend of £3,702k on the Authority's net revenue budget with an overspend at departmental level of £5,172k. The HRA was predicting a £172k underspend to the year end.

In light of the current forecast of a potential significant overspend at departmental level the report recommended that Chief Officers and Heads of Service continue to critically review their budgetary positions and implement appropriate mitigating actions to deliver their services within their allocated budgets as a matter of urgency.

### UNANIMOUSLY RESOLVED that:

17.1 the Revenue Budget Monitoring Report be received;

17.2 Chief Officers and Heads of Service critically review their budgetary positions and implement all necessary and appropriate actions to deliver their services within their allocated budgets as a matter of urgency.

**18. CAPITAL PROGRAMME UPDATE 2019-20**

The Executive Board considered a report which provided an update of the latest budgetary position for the 2019/20 capital programme as at the 30<sup>th</sup> June, 2018. Departmentally, a net spend of £65,495k was forecasted compared with a working net budget of £65,359k giving a £136k variance. The net budget had been re-profiled by £29.1m from 2019/20 to future years in order to take account of the updated spend profile information. Furthermore, the budget slippage from 2018/19 had also been included within the figures appended to the report.

In addition, the Executive Board noted that an Education and Capital Spend budget re-profiling exercise was currently 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 report be received.**

**19. TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2019 TO 30TH JUNE 2019**

The Executive Board considered an update on the treasury management activities from 1<sup>st</sup> April 2019 to 30<sup>th</sup> June 2019.

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

**20. ANNUAL MONITORING REPORT 2018/19 ADOPTED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN**

The Executive Board considered the Carmarthenshire Local Development Plan Annual Monitoring Report (AMR) 2018/19 which had been prepared in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005 and was required to be submitted to the Welsh Government by the 31<sup>st</sup> October, 2019

It was noted that the report was due to be considered by the Community Scrutiny Committee on the 3<sup>rd</sup> October, 2019.

**UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL THAT IT:-**

- 20.1 receives and accepts the content of the fourth Annual Monitoring Report for the Carmarthenshire Local Development Plan – as required for submission to the Welsh Government by 31<sup>st</sup> October 2019;**
- 20.2 that the findings and evidence contained within this AMR be considered as, and inform evidence gathering as part of the preparation of the revised LDP 2018 -2033;**
- 20.3 Grants officers delegated authority to make typographical or factual amendments as necessary to improve the clarity and accuracy of the AMR.**

**21. ANY OTHER ITEMS OF BUSINESS**

The Chair advised that there were no items of urgent items.



## 22. 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.

## 23. CARMARTHENSHIRE BUSINESS GROWTH FUND

[**NOTE:** The Leader left the meeting for this item and the Deputy Leader assumed the Chair]

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute no. 22 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act). The public interest test in this matter related to the fact that the report contained detailed information about the business and financial affairs and ambitions of the applicants. In this case, the public interest in maintaining the above exemption under the 1972 Act in respect of this report outweighs the public interest in disclosing the information contained therein, as disclosure would harm the businesses referred to through the disclosure of highly sensitive commercial information, thereby undermining their position in the market place and potentially putting jobs at risk and causing harm to the local economy.

The Executive Board considered an application for assistance from the Carmarthenshire Business Growth Fund. The priority of the fund was to support the creation of jobs and new businesses within the County. The application, which would normally have been determined at an Executive Board Member Decisions Meeting for the Leader, had been referred to the Executive Board as the applicant was a company owned by County Councillor Aled Vaughan Owen who was also a fellow member of the Plaid Cymru Group.

**RESOLVED** that the following application for assistance from the Carmarthenshire Business Growth Fund be approved subject to the usual terms and conditions and those specified in the report:

**Applicant**

Ynni Da

**Grant**

£2,487.00

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**CHAIR**

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**DATE**