

Executive Board
16th March 2020

Parc Howard Collaboration Group

Recommendations / key decisions required:

Executive Board is asked to:

- 1) note and formally endorse the Terms of Reference for the Parc Howard Collaboration Group; and
- 2) confirm nominations for the County Council members of The Parc Howard Collaboration Group and arrangements for substitutes.

Reasons:

To formalise the governance arrangements, in accordance with the County Council's Constitution.

Exec Board Decision Required	YES
------------------------------	-----

Council Decision Required	NO
---------------------------	----

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr Peter Hughes-Griffiths (EBM for Culture and Chair of the Collaboration Group)

Cllr Hazel Evans (EBM for Parks and Grounds Maintenance)

Cllr David Jenkins (EBM for Finance)

Directorate: Environment

Designations:

Tel No.

01267 246244

Name of Head of Service & Report Author:

Jonathan Fearn

Head of Property

E Mail Address:

jfearn@sirgar.gov.uk

EXECUTIVE SUMMARY

Meeting of Executive Board

16th March 2020

Parc Howard Collaboration Group

Introduction

Following asset transfer discussions relating to the County Council's parks and playgrounds portfolios between 2015-2018, most of the Council's facilities have now been transferred for local management via long leases to community groups or Community / Town Councils.

Parc Howard was excluded from this process and retained under County Council management following an Executive Board decision on 4th January 2016. A Masterplan for investment in the Park and Museum was subsequently agreed by Executive Board on 26th July 2016, with funding included in the capital programme; implementation of the Masterplan is ongoing.

Details of the Parc Howard Collaboration Group

Although transfer of the asset was not progressed, discussions with key stakeholders Llanelli Town Council, The Parc Howard Association, Llanelli Community Heritage and the Friends of Llanelli Museum continued. In Summer 2017 more detailed discussions took place with the Town Council to formalise a proposal for the Town Council to contribute towards the revenue funding of the museum and park. Following a series of meetings, The Parc Howard Collaboration Group was formally established from 1st April 2018, with Terms of Reference agreed at the Group's meeting on 13th February 2018 (copy attached to this Report). The Terms of Reference refer to 2018/19 but have continued in operation, with the same level of contribution from the Town Council for 2019/20.

The Parc Howard Collaboration Group currently comprises 4 elected Members from the County Council and 4 from the Town Council with Cllr Peter Hughes-Griffiths, as Chair, having a casting vote. The arrangements have been formally agreed by the Town Council but have, to date, only been agreed by the County Council Executive Board Members on an informal basis. The current members of The Parc Howard Collaboration Group are:

Town Council:

Cllr Jeff Edmunds, Cllr Jan Williams, Cllr Shahana Najmi, Cllr Sion Davies

County Council:

Cllr Peter Hughes-Griffiths, Cllr Hazel Evans, Cllr Giles Morgan, Cllr John Jenkins

County Councillor members were nominated by Cllr Peter Hughes-Griffiths following discussion with the Leader. Cllr David Jenkins has also attended The Parc Howard Collaboration Group on occasions, when Cllr Hazel Evans has given apologies. It is

suggested that Executive Board may wish to create a pool of substitutes comprising the remaining Executive Board Members.

The Parc Howard Collaboration Group meetings are formally minuted but are not open to the public and are jointly administered by the County and Town Councils. The Parc Howard Collaboration Group invites the Parc Howard Association, Llanelli Community Heritage and the Friends of Llanelli Museum to attend part of Group meetings on an occasional basis, to maintain dialogue with these voluntary organisations who support the facility financially and with volunteer time.

The Parc Howard Collaboration Group meetings discuss ideas for future events, maintenance and improvements at the Park and Museum, together with prioritisation of projects and expenditure from the combined funding from the Town and County Councils. Town Council representatives have indicated that additional funding may be available from the Town Council in future years. As set out in the Terms of Reference, the facility remains fully under the control and management of the County Council.

The Minutes of The Parc Howard Collaboration Group meetings are reported formally by the Town Council representatives to the Town Council but are not formally reported to a County Council Committee.

The Parc Howard Collaboration Group has not been formally constituted as a Joint Committee though County Council processes and is not operating as such. Decision making remains separately with the participating Councils in line with their responsibilities.

Proposed Way Forward

In order to formalise the governance arrangements, in accordance with the County Council's Constitution, the Executive Board is asked to:

- 1) note and formally endorse the Terms of Reference for The Parc Howard Collaboration Group.
- 2) Confirm nominations for the County Council members of The Parc Howard Collaboration Group and arrangements for substitutes.

DETAILED REPORT ATTACHED?

YES – Terms of Reference

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: Jonathan Fearn, Head of Property

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

Policy, Crime & Disorder and Equalities

The status of The Parc Howard Collaboration Group needs to be formalised in accordance with the Council's Constitution

Finance

The arrangement has facilitated contributions from the Town Council towards the running costs of the facility.

CONSULTATIONS

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

Signed: Jonathan Fearn, Head of Property

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

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

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

Previous Executive Board Reports