

THURSDAY, 19TH NOVEMBER 2020

TO: ALL MEMBERS OF THE EXECUTIVE BOARD

AMENDED AGENDA

I HEREBY SUMMON YOU TO ATTEND A **VIRTUAL MEETING** OF THE **EXECUTIVE BOARD AT 4.00 PM, ON MONDAY, 23RD NOVEMBER, 2020** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Wendy Walters

CHIEF EXECUTIVE

| | |
|---------------------------------|-------------------------|
| Democratic Officer: | Martin S. Davies |
| Telephone (direct line): | 01267 224059 |
| E-Mail: | |

Wendy Walters Prif Weithredwr, *Chief Executive*,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

EXECUTIVE BOARD

MEMBERSHIP - 10 MEMBERS

| Councillor | Portfolio |
|--|---|
| Councillor Emlyn Dole | Leader Corporate Leadership and Strategy; Chair of Executive Board; Represents Council at WLGA; Economic Development Represents the Council on the Swansea Bay City Region; Collaboration; Marketing and Media; Appoints Executive Board Members; Determines EBM Portfolios; Liaises with Chief Executive; Public Service Board |
| Councillor Mair Stephens | Deputy Leader Council Business Manager; Human Resources; Performance Management; Wales Audit; Training; I.C.T.; T.I.C. (Transformation, Innovation and Change); Strategic Planning |
| Councillor Cefin Campbell | Communities and Rural Affairs Rural Affairs and Community Engagement; Community Safety; Police; Counter-Terrorism and Security Act 2015; Tackling Poverty; Wellbeing of Future Generations; Third Sector Liaison ;Equalities, Climate Change Strategy. |
| Councillor Glynog Davies | Education and Children Schools; Children’s Services; Special Education Needs; Safeguarding; Respite Homes; Regional Integrated School; Improvement Service; Adult Community Learning; Youth Services; School Catering Services, Lead Member for Children and Young People; Youth Ambassador |
| Councillor Hazel Evans | Environment Refuse; Street Cleansing; Highways and Transport Services; Grounds Maintenance; Building Services; Caretaking; Building Cleaning; Emergency Planning; Flooding, Public Rights of Way. |
| Councillor Linda Evans | Housing Housing – Public; Housing – Private, Ageing Well |
| Councillor Peter Hughes Griffiths | Culture, Sport and Tourism Town and Community Councils Ambassador; Development of the Welsh Language; Theatres; Sports; Leisure Centres; Museums; Libraries; Country Parks; Tourism. |
| Councillor Philip Hughes | Public Protection Trading Standards; Environmental Health. Environmental Enforcement; Planning enforcement; Unlicensed Waste; Parking Services; Bio diversity |
| Councillor David Jenkins | Resources Finance & Budget; Corporate Efficiencies; Property/Asset Management; Procurement; Housing Benefits; Revenues; Statutory Services (Coroners, Registrars, Electoral, Lord Lieutenancy); Armed Forces Champion Contact Centres and Customer Service Centres |
| Councillor Jane Tremlett | Social Care & Health Adult Social Services; Residential Care; Home Care; Learning Disabilities; Mental Health; NHS Liaison/Collaboration/ Integration; Care Home Catering Services, Carers’ Champion; Dementia Care Champion; Disability Ambassador |

A M E N D E D A G E N D A

- 1. APOLOGIES FOR ABSENCE.**
- 2. DECLARATIONS OF PERSONAL INTEREST.**
- 3. QUESTIONS ON NOTICE BY MEMBERS.**
- 4. PUBLIC QUESTIONS ON NOTICE.**
- 5. EXTENDING FREE PARKING DAYS INTO DECEMBER 2020. 5 - 8**
- 6. TEMPORARY EMERGENCY PAYMENT FOR CARE STAFF (TO SUPPORT STAFFING IN PRIVATE CARE HOMES) 9 - 14**
- 7. 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.**

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EXECUTIVE BOARD 23rd November 2020

EXTENDING FREE PARKING DAYS INTO DECEMBER 2020

Purpose: To consider permitting free parking days to be taken in the month of December in 2020 as an exception to support towns during the Covid-19 pandemic

Recommendations/key decisions required:

To approve the extension of free parking in December during 2020 only.

Reasons:

To support the economic recovery of our towns during the Covid-19 pandemic.

Relevant scrutiny committee to be consulted NO

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr Hazel Evans

Directorate Environment
Name of Head of Service:
Stephen Pilliner

Designations:
Head of Highways and
Transport

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**EXECUTIVE SUMMARY
EXECUTIVE BOARD
23RD NOVEMBER 2020**

Extending Free Parking Days into December 2020

BRIEF SUMMARY OF PURPOSE OF REPORT.

The COVID pandemic has caused disruption to our town centres as adjustments to daily life have been required to keep people safe. Whilst our town centres recover are starting to recover, the disruption since March has denied the opportunity for town centres to use any of the free days parking that the Council makes available to support events in town centres across the County.

The Council's current policy provides for five free parking days each year to support town centres. The policy currently excludes the trading period of December. The Council has been approached by some town centres to request that December is included in the offer this year due to the exceptional circumstances caused by the COVID19 pandemic.

The Council has supported town centres with free parking from March to September this year and with the continuation of the free parking pilots in place at each town. The latest request would help provide further support at this difficult time.

In a normal year there would be an additional budget impact of circa fifteen thousand pounds over the typical cost of forty thousand pounds accounted for by the existing policy.

It is proposed that Executive Board supports the slight variation to our existing policy as a one-off exception to apply in 2020 only, by including December within the period when the free days can be used by our town centres.

Recommendation. That the extension of free parking days into December be approved for 2020 only.

DETAILED REPORT ATTACHED?

No

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: **S Pilliner** Head of Highways & Transportation

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

Finance

The financial implications are included within this report.

CONSULTATIONS

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

Signed: **S G Pilliner** Head of Highways & Transportation

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:

| Title of Document | File Ref No. | Locations that the papers are available for public inspection |
|---|-----------------|---|
| Executive Board held on the 1 st July 2013 | Minute 8 refers | |

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**EXECUTIVE BOARD
23RD NOVEMBER 2020**

SUBJECT:

TEMPORARY EMERGENCY PAYMENT FOR CARE STAFF (TO SUPPORT STAFFING IN PRIVATE CARE HOMES)

RECOMMENDATIONS / KEY DECISIONS REQUIRED:

A temporary arrangement is proposed to support private care homes who are facing short notice staffing shortages as a result of the COVID 19 pandemic. This emergency payment will only be applicable where there are specific instances where the staffing complement of Private Care homes is compromised due to the statutory self-isolation and Covid19 Positive results of the private care home staff, where there is insufficient cover to deliver care.

REASONS: Local authorities have a statutory duty to provide residential care and, part of this duty extends to ensuring that the care home sector in Carmarthenshire is able to continue operating with appropriate levels of management and staffing. This proposal is designed to be temporary in nature until more permanent contingency plans can be put in place.

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| Relevant scrutiny committee to be consulted | NO |
| Exec. Board Decision Required | YES |
| Council Decision Required | NO |

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| Executive Board Members: | Portfolio: |
| Cllr. Jane Tremlett, Cllr. Mair Stephens | Deputy Leader of the Council Social Care and Health |

| | | |
|--|--|---|
| Directorate People Management and Performance Name of Head of Service Paul R Thomas | Designation Assistant Chief Executive (People Management and Performance) | Tel No. 01267 246123 E Mail Address: <u>PRThomas@carmarthenshire.gov.uk</u> |
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**Executive Board
EXECUTIVE SUMMARY**

**TEMPORARY EMERGENCY PAYMENT FOR CARE STAFF (TO SUPPORT STAFFING IN
PRIVATE CARE HOMES)**

Background:

During the pandemic, the wider community has, and continues to encounter challenges created by the need to follow statutory guidelines. Within the last week or so, the community has experienced particular difficulties in relation to the staffing of private care homes, and nursing homes (arrangements for nursing homes are being considered jointly with Hywel Dda university Health Board). Covid-19 positive tests have been confirmed which have had a compromising effect on the availability of staff to deliver care in private care homes. Currently, staffing levels within Council run care homes are being maintained.

The Local Authority has a duty to ensure that all care homes within the County can continue to operate with safe levels of staffing, and, must assist in such circumstances. We can do this by deploying our own staff to ensure that these care homes can continue to provide a service and keep residents safe.

To enable us to ensure that staff can be deployed quickly and at short notice to respond to these staffing emergencies, we must ensure that standby and emergency call out arrangements are set up with immediate effect. These payments will hopefully ensure that we can rely on volunteers from our existing staff group to provide this cover in potential COVID-19 high risk environments. It would not be appropriate or contractually viable to instruct our own employees to work in non-council run care homes.

The proposed arrangements are as follows and will only be applicable in a Residential Care Setting:

Eligible employees:

Residential & Day Care Workers Grade C & Seniors Grade F
Domiciliary Care Workers Grade D & Seniors Grade F
Learning Disability Support Workers Grade D & Senior Specialist Support Workers Grade F
Front-line Supervisors

Proposed payments:

- Care Workers who volunteer to be on standby for deployment to private care facilities would receive the Authority's agreed Standby payment of £40 per session.
- For each shift worked, then the employee would receive a further £40 'Emergency Deployment Payment'.
- The employee/worker would be required to work a minimum 4 hour shift to qualify for the payment;

- In addition to this they would receive their normal hourly rates (including overtime payments where appropriate) for the additional hours worked, as stipulated by their contract of Employment.

There will be no additional cost to the Authority, as the additional costs will be fully reclaimed from the relevant Private Care home that requires support. Standby costs will be met through the use of ICF capital unless winter-pressures funding can be utilised.

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| DETAILED REPORT ATTACHED? | No. |
|----------------------------------|------------|

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: Paul R Thomas Assistant Chief Executive (People Management and Performance)

| | | | | | | |
|-----------------------------|-------|---------|------|------------------------|-----------------------------------|-----------------|
| Policy and Crime & Disorder | Legal | Finance | ICT | Risk Management Issues | People Management and Performance | Physical Assets |
| NONE | None | YES | NONE | YES | YES | NONE |

1. Finance

There is no additional cost as these payments will be fully reclaimed from the Private Care Home providers.

2. People Management and Performance

This temporary arrangement will be supplementary to our existing terms and conditions, and will only be applicable in specific situations within the private residential care settings where there is a lack of staff available to provide essential care.

Any on-call staff would be offering community care into a residential setting are employed by us, they would not be working for the care home.

3. Risk Management

The Local Authority has a duty to ensure that all care homes within the County can continue to operate with safe levels of staffing. Consideration also needs to be given to how such arrangements might impact on our own in-house service delivery. This needs to be formally contained within our Risk Assessment considerations/documentation.

CONSULTATIONS

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

Signed: Paul R Thomas

Assistant Chief Executive (People Management and Performance)

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

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

Trade Unions have been briefed on this Scheme.

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

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

THERE ARE NONE

| Title of Document | File Ref No. | Locations that the papers are available for public inspection |
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