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FRIDAY, 9 MARCH 2018

TO: THE EXECUTIVE BOARD MEMBER FOR LEADER

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR THE LEADER** WHICH WILL BE HELD IN THE **LEADER'S OFFICE, COUNTY HALL, CARMARTHEN, AT 10.00 AM, ON FRIDAY, 16TH MARCH, 2018** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Janine Owen
Telephone (direct line):	01267 224030
E-Mail:	JanineOwen@carmarthenshire.gov.uk
Ref:	AD016-001

AGENDA

1. **DECLARATION OF PERSONAL INTERESTS.**
2. **TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE MEETING HELD ON 19TH FEBRUARY 2018.** 3 - 4
3. **FINANCIAL ASSISTANCE FROM THE FOLLOWING GRANT FUNDS: WELSH CHURCH FUND & TARGETED FINANCE FUND.** 5 - 18
4. **REPORTS NOT FOR PUBLICATION.**
FOLLOWING CONSIDERATION OF ALL THE CIRCUMSTANCES OF THE CASE AND FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST THE EXECUTIVE BOARD MEMBER MAY CONSIDER THAT THE FOLLOWING ITEM IS NOT FOR PUBLICATION AS IT CONTAINS EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 14 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT, 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007.
5. **CARMARTHENSHIRE RURAL ENTERPRISE FUND - COMPLETE ACCIDENT SOLUTIONS LTD.** 19 - 26
6. **CARMARTHENSHIRE RURAL ENTERPRISE FUND - LHP ACCOUNTANTS.** 27 - 36

EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR THE LEADER

Agenda Item 2

MONDAY, 19 February 2018

PRESENT: Councillor: E. Dole (Executive Board Member).

The following officers were in attendance:

M. Bull, Physical Regeneration Strategic Programme Manager;
B. Hale, Economic Development Coordinator;
W. Maskell, Economic Development Officer;
M.S. Davies, Democratic Services Officer.

Leader's Office, County Hall, Carmarthen - 10.00 am - 10.25 am

1. DECLARATION OF PERSONAL INTERESTS

There were no declarations of personal interest.

2. DECISION RECORD - 20TH DECEMBER 2017

RESOLVED that the decision record of the meeting held on the 20th December 2017 be signed as a correct record.

3. CARMARTHENSHIRE BUSINESS START UP FUND & CARMARTHENSHIRE BUSINESS GROWTH FUND

The Executive Board Member considered a report on the proposed establishment of a Carmarthenshire Business Start-Up Fund and Carmarthenshire Business Growth Fund. It was suggested that a budget of £500,000.00 be allocated to the fund, which would be two separate third party grant schemes, i.e. 1 x start up fund and 1 x growth fund. It was recommended that £150,000.00 be allocated to the start-up fund and £350,000.00 allocated to the growth fund. The priority of the fund would be to support the creation of jobs and new businesses within the County.

RESOLVED to approve the allocation of £500,000.00 towards the abovementioned two new business support funds along the lines indicated in the report.

4. REPORTS NOT FOR PUBLICATION

RESOLVED pursuant to The Local Government Act 1972 as, amended by The Local Government (Access to Information) (Variation) (Wales) Order 2007 that the following items were not for publication as the reports contained exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Act.

5. CARMARTHENSHIRE RURAL ENTERPRISE FUND - LANES CARS WORKSHOPS LTD

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute no. 4 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 transparency and accountability is outweighed by the public interest in maintaining confidentiality, as disclosure of this information would be likely to damage the applicants at this stage.

The Executive Board Member considered an application from Lanes Cars Workshops Ltd. for a grant towards the fit-out of Unit 1 at the Parry Thomas Centre, Pendine, to create a 50s/60s classic car styled unit for display of restored Jaguar E-Type's and create an attraction in itself linking in with the Pendine 'speed' theme.

RESOLVED that the following application for a grant from the Carmarthenshire Rural Enterprise Fund be approved subject to the usual terms and conditions and those specified in the report:-

<u>Applicant / Property</u>	<u>Award</u>
Lanes Cars Workshops Ltd / Pendine Parry Thomas Centre	£17,409.15

EXECUTIVE BOARD MEMBER

DATE

EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR THE LEADER 16/03/2018

Executive Board Member:	Portfolio:
Cllr. Emlyn Dole	Leader

FINANCIAL ASSISTANCE FROM THE FOLLOWING GRANT FUNDS: WELSH CHURCH FUND & TARGETED FINANCE FUND

Recommendations / key decisions required:

Welsh Church Fund – Annex 1

1 Application – Total Value = £3,000.00

Targeted Finance Fund – Annex 2

1 Application – Total Value = £20,000.00

Total Number of Applications - 2 Total Value = £23,000.00

Reasons:

Development of Sustainable Communities within Carmarthenshire

Directorate Name of Head of Service: Helen L Morgan	Designations: Development Manager Regen & Policy Community Regeneration Assistant	Tel: 01267 242367 HLMorgan@carmarthenshire.gov.uk Tel: 01269 590216 CAOwen@carmarthenshire.gov.uk
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Declaration of Personal Interest (if any): None

Dispensation Granted to Make Decision (if any): N/A

DECISION MADE:

Signed:

_____ DATE: _____
 EXECUTIVE BOARD MEMBER



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www.sirgar.llyw.cymru

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www.carmarthenshire.gov.wales

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR THE LEADER

16th March 2018

**Financial Assistance from the following grant funds:
Welsh Church Fund & Targeted Finance Fund**

To approve the following
RECOMMENDATIONS / KEY DECISIONS REQUIRED:
Welsh Church Fund – Annex 1
1 Application– Total Value = £3,000.00
Targeted Finance Fund – Annex 2
1 Application – Total Value = £20,000.00
Total Number of Applications – 2 Total Value = £23,000.00

DETAILED REPORT ATTACHED?	YES
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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: **Helen Morgan** Development Manager Regeneration & Policy

Policy and Crime & Disorder NONE	Legal NONE	Finance NONE	ICT NONE	Risk Management Issues NONE	Organisational Development NONE	Physical Assets NONE
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CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below
Signed: **Helen L Morgan** Development Manager Regeneration & Policy

- 1. Local Member(s)** As per individual reports
- 2. Community / Town Council** As per individual reports
- 3. Relevant Partners** As per individual reports
- 4. Staff Side Representatives and other Organisations** As per individual reports

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
Welsh Church Fund	WCF-17-29	Community Bureau, Grants Section, Business Resource Centre, Parc Amanwy, New Road, Ammanford. Carmarthenshire. SA18 3EP
Targeted Finance Fund	TFF-17-07	Community Bureau, Grants Section, Business Resource Centre, Parc Amanwy, New Road, Ammanford. Carmarthenshire. SA18 3EP



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Executive Board Member Decisions Meeting for the Leader**Welsh Church Fund 2017 - 2018****Report Author: Caroline Owen****CAOwen@carmarthenshire.gov.uk****Tel: 01269 590216****Balance Available: £5,795.54****Report Value: £3,000.00**

1 of 1

Application reference – WCF-17-29

Project Title	Community Café Refurbishment
Applicant	Trimsaran Village Forum
Project Description	<p>Trimsaran Village Forum have successfully managed the Leisure Centre as community owned facility since 2002, over the past 16 years the Centre has developed projects and provided additional services for the benefit of the community. The community cafe was added to the Leisure Centre in 2005 and has provided a much needed income stream for the centre while providing the community with a place to meet, eat and socialise.</p> <p>In order to maintain standards and provide customers with the best experience the Forum wish to refurbish the cafe and kitchen counter area in line with modern cafe expectations. The kitchen cooking equipment was upgraded in 2016 with funds from the Lottery Awards for All, the remaining areas are in dire need of decoration, new lighting, new furniture, new counter, and freezers as well as a professional coffee machine.</p> <p>The Forum have a Business Development plan that clearly identifies the need to be competitive in all areas of the service provision and are constantly looking at ways to make the facility sustainable . As the only such cafe in the village it is important to maintain standards that will ensure the future of the cafe as the place to visit for all generations.</p> <p>The cafe is used by young and old and in many cases addresses isolation by being a safe place to meet, positioned at the heart of the village with the only public toilets it is essential that the Forum look to retaining standards of the amenity.</p> <p>The project contributes to the Welsh Church Fund as it will enhance community life and help achieve community resilience. The cafe plays a big part in the life of the community of Trimsaran; the staff are friendly and welcoming as well as caring the customers are known by their first names, many of the elderly people use the facility to meet people and access good food at reasonable prices.</p>

	<p>Trimsaran is part of the Community First Llanelli Cluster and has deprivation issues of health, education and low income, there are also issues of transport and not all the population have cars to some the cafe is the only place they have access to. The aim of the Forum is to provide the best affordable facility and products to the community and therefore address some of the issues of deprivation and poverty that the village has.</p>
<p>Total Project Cost</p> <p>Eligible Capital</p> <p>Eligible Revenue</p> <p>Ineligible Costs</p>	<p>£135,045.00</p> <p>£125,000.00 Leisure Centre Building Extension - CFP</p> <p>£10,045.00 Coffee machine - £1,995.00 Café tables - £1,550.00 Café chairs - £1,840.00 Refurbishment - £1,530.00 Lighting - £960.00 2 Counter freezers & counter alterations - £1,790.00 Cash register - £380.00</p> <p>Nil</p>
<p>Cllr and Officer Consultations Undertaken</p>	<ul style="list-style-type: none"> • Cllr Kim Broom • Trimsaran Community Council • Forum Management Team
<p>Ownership/ Lease</p>	<p>Not applicable</p>
<p>Funding Package</p> <p>Value of Community Investment</p> <p>Amount and % of grant requested</p> <p>Value of Levered Funds</p>	<p>£135,045.00</p> <p>£135,045.00</p> <p>£3,000.00 (Max)</p> <p>£132,045.00 £7,045 – Solar Farm funding – secured £125,000 – CFP Applied</p>
<p>Outputs to be achieved</p>	<ul style="list-style-type: none"> • Number of new volunteers - 3 • Number of jobs created • Number of jobs safeguarded - 6 • Number of new services available • Number of physical improvements - 1 • Number of environmental improvement schemes - 1 • Number of new community assets • Public and private leverage funding - £132,045.00
<p>Business Plan/Officer Comments</p>	<p>The Community Benefit that the project will address will be to raise standards raise expectations and give access to good</p>

	<p>food, company, warmth and hospitality on the door step for many people. The cafe is widely used by the community from patients for the Doctors Surgery and Nurses Clinics that are on the premises to family groups, mums and dads that bring young people to sports and disco events held at the centre to users of the facilities training and education events there is welcome for all.</p> <p>It is therefore important to make the experience the best and comparable to other such facilities in towns and cities, being a rural location identified by the Welsh Government as deprived should not reflect on standards which the Forum aim to be the very best they can provide.</p>
Officer Recommendation	Award - £3,000.00
Subject to	

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**Executive Board Member Decisions Meeting for the Leader
Targeted Finance Fund
2017 - 2018**

Report Author: Caroline Owen
CAOwen@carmarthenshire.gov.uk
Tel: 01269 590216

2017/18 Budget Available - £21,400.00

Full Report Value: £20,000

1 of 1

Application Reference: TFF/17/07

Project Title	Community Development Officer
Applicant	Menter Cwm Gwendraeth Elli
Ward	Pontyberem, Kidwelly, Trimsaran, St. Ismael, Llangyndeyrn and Glyn
Key Account Management	<p>The Targeted Finance Fund is a discretionary fund available to Key Account Management (KAM) clients. For an organisation to become a KAM client they must be a third sector not for profit organisation that falls into one of the following 3 categories:</p> <ul style="list-style-type: none"> • Existing social enterprises that have the potential to grow, be sustainable and create employment ✓ • Emerging projects that have the potential to create jobs • Third sector organisations that deliver vital services within our communities
Project Description	<p>To employ a Community Development Officer (CDO) to help co-ordinate and identify community needs while assisting in the development of initiatives to improve the quality of life and access to key services in the area.</p> <p>The Officer will act in an advisory capacity and will support individuals and groups who wish to develop appropriate projects in their respective areas. This is particularly important at this moment in time because the number of asset transfers being taken over by individual community and Town Councils. This Officer will also play a primary role in ensuring the sustainability of Halls and other assets in their localities. The Officer will be the key link in the asset transfer of park developments working with RCDF projects and providing assistance with grant applications to help the sustainability of all parties taking guidance from the Community Bureau. The Officer will help to strengthen support for front line organisations in the Lower Gwendraeth Valley with the aim of attracting grant funds to support, strengthen and enhance local facilities.</p> <p>The Officer will serve as a link and provide support to the local Councils, Park Associations and local groups in preparing grant applications following the appropriate signposting from the Community Bureau. These applications will then be reviewed and assessed by the Community Bureau, prior to referral to Council members for consideration.</p>

	<p>It is anticipated that by strengthening local support directly with local community leaders, that a larger pool of skills can be developed amongst local groups. The aim will be to appraise these bodies of the strategic priorities of the Council and identify local projects that can be taken forward. This will be achieved by supporting local groups in identifying the most suitable funding opportunities, supporting the preparation of grant applications as required as well as general signposting. Through this joint working approach and support, the aim will ultimately be to enhance facilities for the benefit of local residents in keeping with the priorities of the County Council. This will strengthen and support future sustainability issues.</p> <p>Funding is required to employ a Community Development Officer for a period of 12 months. The CDO will work with the Community Councils and local organisations, supporting the areas of six wards in the lower Gwendraeth Valley, namely Pontyberem, Trimsaran, Llangydeirne, Kidwelly, St. Ishmael and Glyn Ward, to develop a deliverable regeneration strategy to benefit the local community.</p> <p>The post of Development Officer will be instrumental in ensuring the long term sustainability of the six wards.</p> <p>The proposed project could be described as a 'natural tool for sustainability', in that it strengthens community cohesion in that it encourages and embeds sustainable practice on an individual and community level.</p> <p>The practical application of the model and the outcomes it produces closely mirror and complement the Welsh Assembly Government's vision of a sustainable Wales as set out in 'One Wales: One Planet' document.</p> <p>This will meet social, economic and environmental objectives simultaneously, preserving protecting and improving the environment thereby providing a high quality attractive place for people to live in Carmarthenshire.</p>
Economic Benefit	<ul style="list-style-type: none"> • Number of individuals into training/education – 30 • Number of individuals into volunteering – 5 • Number of individuals into employment - 0 • Number of community groups/organisations assisted – 15 • Number of social enterprises created - 2 • Number of social enterprises supported - 0 • Number of jobs created - 1 • Number of jobs safeguarded – 0 • Public and private leverage funding - £13,491.68
Total Project Cost	£33,491.68
Eligible Capital	Nil
Eligible Revenue	

<p>Ineligible Costs</p> <p>Amount and % of grant requested</p> <p>Match funding</p>	<p style="text-align: center;">£33,491.68</p> <p style="text-align: center;">£28,596.88 – Salary/NI/Pension £2,000.00 – Travelling £1,454.80 – Community consultation events £2,000.00 – Project costs</p> <p style="text-align: center;">Nil</p> <p style="text-align: center;">£ 20,000 @ 60%</p> <p style="text-align: center;">£13,491.68 Secured – Community Councils /MCG</p>
<p>Cllr and Officer Consultations Undertaken</p>	<ul style="list-style-type: none"> • Cllr Liam Bowen • Cllr Tyssul Evans • Cllr Jeanette Gilasbey • Cllr Jim Jones • Cllr Kim Broom • Cllr Mair Stephens • Kidwelly Town Council • Llandyfaelog Community Council • Llangyndeyrn Community Council • Pontyberem Community Council • St Ishmael Community Council
<p>Evidence of Need / Community Engagement</p>	<p>The Community Councils have engaged in a range of consultation exercises intended to identify need, collate and receive input from the local community. Further community consultation exercises have been completed which clearly identified the need for the development of a Community Regeneration Strategy for the area.</p>
<p>Contributing to key Strategies</p>	<p>A Local Development Strategy for Rural Wales</p> <ul style="list-style-type: none"> • Seeks to underpin this strategy by a partnership approach to overcome challenges that are hindering employment and prosperity. <p>Thinking together, Planning together, Doing Together – A Carmarthenshire Community Strategy 2004-2020 –</p> <ul style="list-style-type: none"> • Improving Health and Well Being by tackling the causes of ill health by offering strategies and courses to address these inequalities. • Lifelong learning – offering a range of opportunities from older age to childhood. <p>Welsh Government Volunteering Policy (2015)</p> <ul style="list-style-type: none"> • Link to key stakeholders in the three areas. The volunteer programme will enable the CDO to work with organisations with an interest in

	<p>supporting and potentially developing a cohort of volunteers. Therefore, providing skills and attributes toward lifelong learning.</p> <ul style="list-style-type: none"> The project will further provide altruistic benefits, allowing volunteers to work on the ground in the community, providing services for the welfare of others. Put another way, an opportunity to give back to their community. <p>Welsh Language Strategy for Carmarthenshire</p> <ul style="list-style-type: none"> To promote the strategy and facilitate the language in Wales, in particular, the conduct of public business and justice administration, on the basis of equality with English. <p>Swansea Bay City Region Economic Regeneration Strategy 2013 – 2030</p> <ul style="list-style-type: none"> Business growth, retention and specialisation Maximising job creation for all
Ownership/Lease	Not applicable for this project
<p>Business Plan/Officer Comments including details of support moving forward/next steps linked to growth and sustainability</p>	<p>Benefits of employing a Community Development Officer</p> <p>The delivery of the project will be the responsibility of Menter Cwm Gwendraeth Elli including the implementing of a Development strategy for the proposed outcomes, and setting a timescale for delivery.</p> <p>The Community Development Officer employed by Menter Cwm Gwendraeth Elli will be monitored by the Chief Executive and Board of Directors.</p> <p>The financial management of the project will be the responsibility of Menter Cwm Gwendraeth Elli, the Clerk and Councillors of the Six Wards, who will be working closely with the Community Development Officer and the Community Bureau in a partnership scenario.</p> <p>The potential economic benefits to these six wards are enormous. Following the needs analysis, there is potential to develop a range of activities and courses designed to support, encourage and develop the confidence of individuals within the community. This can only strengthen and support the economic structure of the area.</p> <p>The proposed support services to be provided in all 6 wards will ensure people will have the confidence and skills to apply for jobs in an area of high unemployment to address some of the issues identified in the 2011 census figure.</p> <p>The activities and social events will generate income for local business for local spend. In particular the six wards will benefit economically from these activities and developments.</p>

	It is also envisaged that part of the Development Officer's role will be to apply for sufficient grants/additional funding to ensure the future of the post is sustained during periods of continued growth.
Recommendation	£20,000.00
Subject to:	

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Agenda Item 5

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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Agenda Item 6

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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