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THURSDAY, 3 MARCH 2016

TO: ALL MEMBERS OF THE COUNTY COUNCIL

I HEREBY SUMMON YOU TO ATTEND A MEETING OF CARMARTHENSHIRE COUNTY COUNCIL WHICH WILL BE HELD IN THE CHAMBER, COUNTY HALL, CARMARTHEN AT 10.00 AM. ON **THURSDAY, 10TH MARCH, 2016** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Mark James

CHIEF EXECUTIVE



PLEASE RECYCLE

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A G E N D A

1. APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF PERSONAL INTERESTS.
3. CHAIR'S ANNOUNCEMENTS.
4. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETINGS HELD ON THE FOLLOWING DATES:-
 - 4 .1 10TH FEBRUARY, 2016; 5 - 10
 - 4 .2 23RD FEBRUARY, 2016. 11 - 22
5. QUESTION BY COUNCILLOR JEFF EDMUNDS TO COUNCILLOR EMLYN DOLE, LEADER OF THE COUNCIL

Over the last few weeks there have been a couple of occurrences in a two member ward where only one has been informed of events/projects taking place in their respective wards. On both occasions the Plaid Cymru councillors were 'kept in the loop', but the Labour councillors were not. Each ward, Tyisha and Glanymor, has one Plaid Cymru and one Labour councillor.
In respect of openness, transparency and equality I ask the leader what he is going to do to try and ensure there are no further occurrences of this nature.
6. PUBLIC QUESTIONS (NONE RECEIVED).
7. PRESENTATION ON DEMENTIA AND THE WORK BEING UNDERTAKEN BY THE ALZHEIMER'S SOCIETY.
8. SETTING THE COUNCIL TAX FOR THE FINANCIAL YEAR 2016/17. 23 - 42
9. PAY POLICY STATEMENT 2016-2017. 43 - 96
10. SOLAR PHOTOVOLTAIC (PV) PROJECT. 97 - 106
11. TO CONSIDER THE RECOMMENDATIONS OF THE EXECUTIVE BOARD IN RESPECT OF THE FOLLOWING ITEMS:-

11 .1	MODERNISING EDUCATION PROVISION - PROPOSAL TO CHANGE THE LANGUAGE CATEGORY OF YSGOL BRO MYRDDIN FROM BILINGUAL (2A) TO WELSH MEDIUM (WM);	107 - 142
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11 .3	AFFORDABLE HOMES DELIVERY PLAN.	165 - 192
12.	TO RECEIVE THE REPORT OF THE MEETING OF THE EXECUTIVE BOARD HELD ON 22ND FEBRUARY, 2016.	193 - 196
13.	MINUTES FOR NOTING:-	
13 .1	EDUCATION & CHILDREN SCRUTINY COMMITTEE MEETING HELD ON THE 21ST JANUARY, 2016;	
13 .2	POLICY & RESOURCES SCRUTINY COMMITTEE MEETING HELD ON THE 3RD FEBRUARY, 2016;	
13 .3	PLANNING COMMITTEE MEETING HELD ON THE 4TH FEBRUARY, 2016;	
13 .4	PLANNING COMMITTEE MEETING HELD ON THE 16TH FEBRUARY, 2016;	
13 .5	LICENSING COMMITTEE MEETING HELD ON THE 17TH FEBRUARY, 2016.	

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Wednesday, 10 February 2016

PRESENT: Councillor P. Hughes-Griffiths (Chair);

Councillors:

S.M. Allen, D.J.R. Bartlett, S.M. Caiach, C.A. Campbell, J.M. Charles, A.P. Cooper, D.M. Cundy, A. Davies, G. Davies, I.W. Davies, J.A. Davies, S.L. Davies, T. Davies, W.R.A. Davies, T.T. Defis, T. Devichand, E. Dole, J.S. Edmunds, P.M. Edwards, H.A.L. Evans, L.D. Evans, W.J.W. Evans, W.T. Evans, M. Gravell, A.D. Harries, W.G. Hopkins, J.K. Howell, P.M. Hughes, I.J. Jackson, A. James, J.D. James, D.M. Jenkins, A.W. Jones, G.O. Jones, H.I. Jones, T.J. Jones, W.J. Lemon, A. Lenny, M.J.A. Lewis, D.J.R. Llewellyn, K. Madge, S. Matthews, E. Morgan, J. Owen, P.A. Palmer, D. Price, D.W.H. Richards, B.A.L. Roberts, H.B. Shepardson, A.D.T. Speake, L.M. Stephens, T. Theophilus, E.G. Thomas, G. Thomas, G.B. Thomas, J. Thomas, S.E. Thomas, W.G. Thomas, D.E. Williams, J. Williams, J.E. Williams and J.S. Williams

The following Officers were in attendance:

C. Moore, Director of Corporate Services;
 R. Mullen, Director of Environment;
 R Sully, Director of Education & Children;
 L.R. Jones, Head of Administration and Law;
 R. Staines, Head of Housing and Public Protection;
 P.R. Thomas, Assistance Chief Executive (People Management & Performance);
 W. Walters, Assistant Chief Executive (Regeneration & Policy);
 M.S. Davies, Democratic Services Officer.

Chamber, County Hall, Carmarthen - 10.00 am - 12.40 pm

1. APOLOGIES

Apologies for absence were received from Councillors T. Bowen, D.B. Davies, D.C. Evans, C. Higgins, K.P. Thomas, M.K. Thomas and J. Tremlett.

2. DECLARATIONS OF PERSONAL INTERESTS

Councillor	Minute Number	Nature of Interest
S.M. Allen	5 – Notice of Motion;	Husband’s practice involved in advising Welsh Assembly on the issue;
J.M. Charles	5 – Notice of Motion;	Owner of cattle farm;
J.A. Davies	5 – Notice of Motion;	Owns cattle;
S.L. Davies	11- Review of locally set fees in Environmental Health and Licensing Section;	Works with Scarlets and schools;
S.L. Davies	15 – Executive Board Minutes [Community Asset Transfer];	Secretary of Dafen Welfare Committee;

T. Defis	5 – Notice of Motion;	Landowner;
T. Devichand	11- Review of locally set fees in Environmental Health and Licensing Section;	Landlord;
T. Devichand	15 – Executive Board Minutes [Community Asset Transfer];	Chair of Dafen Welfare Committee;
E. Dole	5 – Notice of Motion;	Landowner;
J.S. Edmunds	11- Review of locally set fees in Environmental Health and Licensing Section;	Landlord;
L.D. Evans	5 – Notice of Motion;	Landowner;
W.J.W. Evans	5 – Notice of Motion;	Landowner;
W.T. Evans	5 – Notice of Motion;	Landowner;
J.K. Howell	5 – Notice of Motion;	Owns cattle;
P.M. Hughes	11- Review of locally set fees in Environmental Health and Licensing Section;	License holder;
A. James	5 – Notice of Motion;	Farmer;
A.W. Jones	9 – Review of Statement of Licensing Policy;	Secretary of licensed establishment and company secretary;
A.W. Jones	10 – Review of Gambling Policy;	Secretary of licensed establishment and company secretary;
A.W. Jones	11- Review of locally set fees in Environmental Health and Licensing Section;	Secretary of licensed establishment and company secretary;
M.J.A. Lewis	5 – Notice of Motion;	Lives on farm with cattle;
K. Madge	15 – Executive Board Minutes [Community Asset Transfer];	Member of Cwmamman Town Council which is discussing asset transfers;
P.A. Palmer	5 – Notice of Motion;	Landowner;
D.W.H. Richards	5 – Notice of Motion;	Lives on a farm;
H. Shepardson	9 – Review of Statement of Licensing Policy;	Secretary of licensed establishment;
H. Shepardson	10 – Review of Gambling Policy;	Secretary of licensed establishment;
L.M. Stephens	5 – Notice of Motion;	Landowner;
D.E. Williams	5 – Notice of Motion;	Owns farm with cattle;
J.E. Williams	5 – Notice of Motion;	Landowner.

3. CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

4. COUNCIL MINUTES

RESOLVED that the minutes of the meeting of the Council held on the 13th January 2016 be signed as a correct record.

5. NOTICE OF MOTION SUBMITTED BY COUNCILLOR G.B. THOMAS

(NOTE: Councillors S.M. Allen, J.M. Charles, J.A. Davies, T. Defis, E. Dole, L.D. Evans, W.J.W. Evans, W.T. Evans, J.K. Howell, A. James, P.A. Palmer, D.W.H. Richards, L.M. Stephens, D.E. Williams and J.E. Williams, having earlier declared a personal and prejudicial interest in this item left the Council Chamber during its consideration).

The Council considered the following Notice of Motion submitted by Councillor G.B. Thomas:-

'An increasing number of Cattle Farms in Carmarthenshire are under bTB restrictions due to an increase in bovine tuberculosis. In light of the complete breakdown of the present - inadequate and non-scientific vaccination programme, this Council calls on the Welsh Government to support and implement a badger cull in all regions where there is a significant increase in bovine bTB.'

The Motion was duly seconded.

The proposer of the Motion was afforded the opportunity of speaking in support of the Motion and outlined the reasons for its submission, as set out in the Motion.

A number of statements were made in relation to the Motion and, following a vote, it was

RESOLVED that the Motion be adopted.

6. QUESTIONS BY MEMBERS

The Chair advised that no questions from Members had been received.

7. PUBLIC QUESTIONS

The Chair advised that no public questions had been received.

8. PRESENTATION FROM WELSH WATER - RAINSCAPE PROJECT

With reference to minute 7 of the Council meeting held on the held on the 10th December 2014 the Chair welcomed back Mr. Steve Wilson and Mr. Fergus O'Brien from Dŵr Cymru Welsh Water, who had been invited to give a presentation to update Council on the RainScape project. Details were provided of schemes undertaken to date in the Llanelli and Burry Port area as part of the project and the various means by which the local community were being kept apprised of the work. It had originally been planned to complete the work by 2025 but this had now been brought forward to 2020. Members were also informed of other investment in Carmarthenshire with regard to clean water and wastewater.

The presentation was followed by a question and answer session, following which the Chair thanked the officers for an excellent and informative presentation. Tribute was also paid to the expeditious manner in which Dŵr Cymru Welsh Water

had undertaken work to repair a burst water main in the Trap area that morning and had distributed bottled water where necessary.

9. EXECUTIVE BOARD RECOMMENDATION - REVIEW OF STATEMENT OF LICENSING POLICY (LICENSING ACT 2013)

(NOTE: Councillors A.W. Jones and H. Shepardson, having earlier declared a personal and prejudicial interest in this item left the Council Chamber during its consideration).

Council was informed that the Executive Board, at its meeting held on the 4th January, 2016 (Minute 10 refers), had reviewed the Authority's Licensing Policy which it was required, by legislation, to do every five years to ensure that it reflected feedback from the local community and that the statutory objectives were being met.

UNANIMOUSLY RESOLVED that the following recommendations of the Executive Board be adopted:-

- 9.1 that the amended Statement of Licensing Policy be approved;**
- 9.2 that the existing Cumulative Impact Policy be retained for Station Road, Llanelli, as detailed in Section 10 of the policy;**
- 9.3 that further evidence be gathered in relation to the possible adoption of a Cumulative Impact Policy for Lammas Street, Carmarthen, as a result of responses to the consultation exercise.'**

10. EXECUTIVE BOARD RECOMMENDATION - REVIEW OF GAMBLING POLICY

(NOTE: Councillors A.W. Jones and H. Shepardson, having earlier declared a personal and prejudicial interest in this item left the Council Chamber during its consideration).

Council was informed that the Executive Board, at its meeting held on the 4th January, 2016 (Minute 11 refers), had reviewed the Authority's Gambling Policy which it was required, by legislation, to do every three years to ensure that it reflected feedback from the local community and that the statutory objectives were being met.

UNANIMOUSLY RESOLVED that the following recommendation of the Executive Board be adopted:-

'that the amended Gambling Policy, taking into account the Gambling Commission's updated guidance, be approved.'

11. EXECUTIVE BOARD RECOMMENDATION - REVIEW OF LOCALLY SET FEES IN ENVIRONMENTAL HEALTH AND LICENSING SECTION

(NOTE: Councillors S.L. Davies, T. Devichand, P.M. Hughes and A.W. Jones having earlier declared a personal and prejudicial interest in this item left the Council Chamber during its consideration).

Council was informed that the Executive Board, at its meeting held on the 4th January, 2016 (Minute 12 refers), had considered a proposed fee structure for the Environmental Health and Licensing section.

UNANIMOUSLY RESOLVED that the following recommendations of the Executive Board be adopted:-

'11.1 to advertise the proposed Hackney Carriage and Private Hire fees, as detailed in Appendix 1 to the report, for a period of 28 days as required by the Local Government Miscellaneous Provisions) Act 1976 for persons to submit objections and where there are no objections, the fees shall be implemented from 1st April, 2016;

11.2 to advertise the fees in relation to Sex Establishments, Tattooing and Skin Piercing, Safety at Sports Grounds, Food Hygiene Rescore and Boatman and Pleasure Craft Licences, as detailed in Appendix 1 to the report, for a period of 28 days and that the reviewed fees be implemented from 1st April, 2016.'

12. EXECUTIVE BOARD RECOMMENDATION - (DRAFT) CARMARTHENSHIRE COUNTY COUNCIL STRATEGIC EQUALITY PLAN 2016-2020

Council was informed that the Executive Board, at its meeting held on the 4th January, 2016 (Minute 17 refers), had considered a draft Strategic Equality Plan which outlined how the Council would meet its duties under the Equality Act 2010 and the Specific Duties for Wales.

UNANIMOUSLY RESOLVED that the following recommendation of the Executive Board be adopted:-

'that Carmarthenshire County Council's Strategic Equality Plan 2016-2020 be endorsed for implementation from April 2016.'

13. EXECUTIVE BOARD RECOMMENDATION - MODERNISING EDUCATION PROGRAMME - PROPOSED DISCONTINUATION OF COPPERWORKS INFANT AND NURSERY SCHOOL AND LAKEFIELD PRIMARY SCHOOL ESTABLISH A NEW PRIMARY SCHOOL

Council was informed that the Executive Board, at its meeting held on the 1st February 2016 (Minute 7 refers) had, considered a report outlining proposals to discontinue Copperworks Infant & Nursery School and Lakefield Primary Schools. It was noted that no objections had been received to the Statutory Notice published on the 3rd November 2015 which detailed the Council's intention to proceed with the discontinuation of the schools.

UNANIMOUSLY RESOLVED that the following recommendation of the Executive Board be adopted:-

'to proceed with its proposal to discontinue Copperworks Infant and Nursery School and Lakefield Primary School and to implement the proposal as detailed in the Statutory Notice dated 3rd November, 2015.'

14. EXECUTIVE BOARD RECOMMENDATION - WALES AUDIT OFFICE - CORPORATE ASSESSMENT REPORT 2015

Council was informed that the Executive Board, at its meeting held on the 1st February, 2016 (Minute 12 refers), had considered a Corporate Assessment Report of Carmarthenshire County Council for 2015, published by the Wales Audit Office [WAO], the purpose of which was to provide a position statement of the authority's capacity and capability to deliver continuous improvement.

The Chair welcomed to the meeting Mr. Jeremy Evans from the Wales Audit Office who presented the report and its findings. Mr. Evans praised the Council for its well established vision which was driven forward by a strong collective leadership from both Executive and Corporate Management Teams. The Auditor General had concluded that 'Carmarthenshire County Council, demonstrating ambition in its vision, with collective leadership and more robust and transparent governance, is delivering improved outcomes for its citizens although some out-dated approaches may limit the speed of progress.'

Members welcomed the report and tribute was paid to the assistance provided by staff during the audit process. The Authority's Senior Management Officers, responsible for implementing the Council's vision, were also thanked. The Chair thanked Mr. Evans for attending.

UNANIMOUSLY RESOLVED that the following recommendations of the Executive Board be adopted:-

'14.1 that the content of the Corporate Assessment Report 2015 be approved;

14.2 that an action plan is produced to address the Proposals for Improvement made within the Report.'

15. EXECUTIVE BOARD - 4TH JANUARY 2016

(NOTE: Councillor T. Devichand, having earlier declared a personal and prejudicial interest in this item, left the Council Chamber during its consideration).

UNANIMOUSLY RESOLVED that the report of the above meeting be received.

CHAIR

DATE

TUESDAY, 23 FEBRUARY 2016

PRESENT: Councillor P. Hughes-Griffiths (Chair)

Councillors:

S.M. Allen	D.J.R. Bartlett	S.M. Caiach	C.A. Campbell
J.M. Charles	A.P. Cooper	A. Davies	G. Davies
I.W. Davies	J.A. Davies	S.L. Davies	T. Davies
W.R.A. Davies	T.T. Defis	T. Devichand	E. Dole
J.S. Edmunds	D.C. Evans	H.A.L. Evans	L.D. Evans
W.J.W. Evans	W.T. Evans	A.D. Harries	C.P. Higgins
W.G. Hopkins	J.K. Howell	I.J. Jackson	A. James
J.D. James	D.M. Jenkins	A.W. Jones	G.O. Jones
H.I. Jones	T.J. Jones	W.J. Lemon	A. Lenny
M.J.A. Lewis	D.J.R. Llewellyn	K. Madge	S. Matthews
A.G. Morgan	E. Morgan	J. Owen	P.A. Palmer
D. Price	D.W.H. Richards	B.A.L. Roberts	A.D.T. Speake
L.M. Stephens	T. Theophilus	E.G. Thomas	G. Thomas
G.B. Thomas	R. Thomas	S.E. Thomas	J. Tremlett
D.E. Williams	J. Williams	J.E. Williams	J.S. Williams

Also Present:

Mr M. James	-	Chief Executive
Mr C. Moore	-	Director of Corporate Services
Mr J. Morgan	-	Director of Communities
Ms R. Mullen	-	Director of Environment
Mr R. Sully	-	Director of Education and Children
Mr P. Thomas	-	Assistant Chief Executive
Ms W. Walters	-	Assistant Chief Executive
Ms L. Rees-Jones	-	Head of Administration and Law
Mr O. Bowen	-	Interim Head of Financial Services
Mr K. Thomas	-	Democratic Services Officer

Chamber, County Hall, Carmarthen - 10.00 am - 12.22 pm

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors T. Bowen, D.M. Cundy, D.B. Davies, P. Edwards, M. Gravell, P.M. Hughes, J.P. Jenkins, H.B. Shepardson, J. Thomas, K.P. Thomas, M.K. Thomas and W.G. Thomas

2. DECLARATIONS OF PERSONAL INTERESTS.

Councillor	Minute Number	Nature of Interest
C. P Higgins	6 – Revenue Budget Strategy 2016/17 – 2018/19	Undertakes work for Citizens Advice Bureau Wales.
S. L. Davies	6 – Revenue Budget Strategy 2016/17 –	Sports, Leisure, Theatres Alternative

A W. Jones	2018/19 (Page 44) 6 – Revenue Budget Strategy 2016/17 – 2018/19	Delivery Model (2014). Trustee of Ammanford Miners Welfare which leases an area of land to the County Council.
J.D. James	6 – Revenue Budget Strategy 2016/17 – 2018/19 (Page 44)	Sports, Leisure, Theatres Alternative Delivery Model (2014).
T. Devichand	6 – Revenue Budget Strategy 2016/17 – 2018/19 (Page 44)	Sports, Leisure, Theatres Alternative Delivery Model (2014) – Chair of Dafen Welfare Committee.
T. Devichand	8 Housing Revenue Account Budget and Housing Rent Setting for 2016/17.	Landlord
J. Edmunds	8 Housing Revenue Account Budget and Housing Rent Setting for 2016/17.	Landlord
T. Davies	7 – Five Year Capital Programme 2016/17 – 2020/21.	Chair of Trustees of Oriel Myrddin.
A Lenny	7 – Five Year Capital Programme 2016/17 – 2020/21.	Trustee of Oriel Myrddin.
A Lenny	6 – Revenue Budget Strategy 2016/17 – 2018/19.	Serves on the group appointed to look at the future of Carmarthen.
S.E. Thomas	7 – Five Year Capital Programme 2016/17 – 2020/21	Trustee of Oriel Myrddin.
S.M. Allen	7 – Five Year Capital Programme 2016/17 – 2020/21	Trustee of Oriel Myrddin.
A James	7 – Five Year Capital Programme 2016/17 – 2020/21	Trustee of Oriel Myrddin.
K. Madge	6 – Revenue Budget Strategy 2016/17 – 2018/19 7 – Five Year Capital Programme 2016/17 – 2020/21	Daughter works for Social Services.

3. CHAIR'S ANNOUNCEMENTS.

- The Chair extended his best wishes and a speedy recovery to Councillors P.M. Edwards and J. Thomas following their recent hospitalisation / ill-health,
- The Chair extended his congratulations to Councillor D.J.R. Llewellyn and Mrs Llewellyn on being awarded a prize to remember Robin Ellis Griffiths which was awarded for a specific contribution in the community and society locally in North Pembrokeshire and West Carmarthenshire,
- The Chair informed the Council of the arrangements for the forthcoming Welsh Week to be held in Carmarthen from Saturday 27th February – Saturday 5th March 2016 and extended an invitation to all members to attend the various events.

4. QUESTIONS BY MEMBERS.

The Chair advised that no questions by members had been received.

5. PUBLIC QUESTIONS (NONE RECEIVED).

The Chair advised that no public questions had been received.

6. EXECUTIVE BOARD RECOMMENDATION - REVENUE BUDGET STRATEGY 2016/17 TO 2018/19;

(NOTE: Councillors C.P. Higgins, S.L. Davies, A.W. Jones, J.D. James, T. Devichand, A. Lenny and K. Madge had earlier declared interests in this item and remained in the meeting during its consideration)

The Council was informed that the Executive Board, at its meeting held on the 1st February, 2016, (Minute 14 refers) had considered the Revenue Budget Strategy 2016/17 to 2018/19 and had made a number of recommendations with regard thereto, as detailed within the Report of the Director of Corporate Services, for consideration by the Council.

The Council received a presentation from the Executive Board Member for Resources, on behalf of the Executive Board, in which he set out the background to the budget proposals being presented for Council's consideration, incorporating the latest position on the Welsh Government Settlement, feedback on the budget consultation together with updates on growth and validation data. He commented on the fact that, for a number of years, the Authority had acknowledged the difficult funding scenario it had faced and recognised the need to do things differently, to prioritise how it spent its increasingly scarce resources and had always set a balanced budget whilst, at the same time maintaining service standards, to a large degree. For 2016/17, the Authority had once again only received a settlement for one year and it was fair to assume that the theme of unprecedented cash reductions in Local Government and Welsh Government settlements would continue. Accordingly, the Authority would need to continue to maintain its focus on efficiency or cost reductions to ensure its financial sustainability could be achieved and a balanced budget set into the future.

He advised that whilst the Council had received an indicative funding settlement for 2016/17 representing a 1% reduction, notification of the final settlement would not be received until the 2nd March, which would be subject to Welsh Government

approval on the 9th March. Therefore, as per recommendation 1.3 within the report, the Director of Corporate Services would need to advise Council at its meeting on the 10th March of any changes in the settlement. Whilst the final settlement had yet to be announced, it was pleasing to note that the provisional settlement indicating a 1% reduction was more favourable than had been anticipated, which had allowed the Authority to reconsider some of its original budget proposals enabling adjustments to be made to some of the figures therein including adjusting for validation, efficiencies not identified, potential pay award and the level of protection offered to schools.

The Executive Board Member reported that whilst Carmarthenshire's indicative settlement had reduced by 1%, the reduction, in real terms, would be significantly greater when the effects of inflation and new burdens were taken into account. Bearing in mind the fact Welsh Government funding accounted for approximately 76% of the Authority's net spend, with each 1% equating to approximately £2.5m the impact of the reduction on spending plans was clear for all to see. However, whilst the authority would see a reduction in its settlement, the Welsh Government in announcing the Welsh settlement had allocated £35m for the protection of school budgets and £21m for social care support. The Council's share thereof had been passed down to the respective service areas with schools receiving £2.1m and social care £1.3m.

The Executive Board Member advised that other significant changes within the settlement included the transfer of the Outcome Agreement Grant to the Revenue Support Grant and also lower than anticipated reductions in other specific grants, for example, the Environment Grant had only reduced by 6% compared to the original proposed 25% reduction. However, the details of some grants had yet to be announced which placed an element of risk into the budget strategy.

The Executive Board Member referred to his earlier statement that the settlement announcement only applied for one year, with no forward indicators having been provided in respect of the settlements for future years and advised that the situation made it difficult for the Authority to develop the medium term financial plan and introduced more financial risk into the plan. In addressing the continued funding reduction, and at the same time ensuring council tax increases were, as far as possible, minimised, the Authority had to continue to seek efficiencies in the way it delivered services and, in some instances, the level of service provision itself. That was against the backdrop of the last five years where approximately £51m of recurring expenditure had been stripped away from its annual spend with the trend to continue over next three years with a further funding reduction of £34m, assuming the reduction in local government funding continued in years 2 and 3.

The Executive Board Member also referred to the widespread consultation undertaken on the budget and as a result thereof, together with the Authority having benefited from a better than anticipated settlement, the Executive Board had made a number of recommended changes to the initial budget, as detailed within the report, in respect of the Environment, Communities and Education Departments. In addition, following recent concerns raised regarding the proposed £100k reduction in funding to voluntary organisations, particularly the Citizens Advice Bureau, it was being recommended that the proposed reduction be withdrawn for the current time pending completion of the third sector review. If that proposal was acceptable to the Council, the resultant £100k shortfall would be

funded partly via an adjustment in the required ERW funding, as a consequence of grant movement and partly through the use of general balances.

The Executive Board Member advised that the Executive Board had also recommended that the 1% pay award included within the original budget be actioned in April in advance of the nationally agreed settlement for the non-teaching staff pay grades.

The Executive Board Member stated that throughout the budgetary process the Executive Board had three clear objectives in mind:-

1. Preparing the authority for any reductions in funding that may lie ahead,
2. Ensuring as far as possible that service levels and standards were maintained and
3. Recognising that its citizens were also finding it hard in the current economic climate and minimising as far as possible any increase in the council tax.

The Executive Board Member reported that having regard to achieving a fair balance between the above objectives the Executive Board was recommending a Council Tax increase of 3.85%. However, in achieving the above budget, Council should be mindful that balances had, again, been left at the lowest prudent level the Director could support, and it had been assumed that substantial cost reductions would be delivered.

In concluding, the Executive Board Member, commended the hard work of the Chief Executive, Director of Corporate Services and all officers involved in the budget process for their efforts in helping to sustain the Council's performance and service delivery at reasonable cost to the taxpayer.

He thereupon moved the recommendations of the Executive Board in respect of the Budget Strategy 2016/17, the Council Tax increase of 3.85% and approval of the medium term financial plan as a basis for the future years financial planning. The proposal was duly seconded.

The following amendments were duly proposed and seconded:-

- Delegated School Budget – Defer the proposed savings of £3.4m for one year to provide school teachers and governors the support in identifying and exploring efficiency savings without adversely affecting children's education,
- Inclusion Services – Special Education Needs (2014) (Page 76 refers) – that the proposed £200k cut in the service be removed on the basis the proposal would impact on vulnerable young people who needed that support and will undoubtedly affect outcomes and prospects for these youngsters,
- To reduce the reliance on external contractors when the service can be more efficiently and effectively managed in-house,
- That £10m be taken from reserves to build 130 new council houses (HRA) over two years commencing 2017/18.

The Chief Executive in response to the amendment advised the Council that with regard to the issue of the schools delegated budget, (page 62 of the report refers) whilst the Executive's Board initial proposal involved reducing the existing £109.708m budget by £5.5m for 2016/17, that proposal had now been amended to a near cash neutral, stand-still budget to be funded via the £2.1m received from the Welsh Government together with additional validation of £3.4m. He advised that Council, in considering the amendment, would need to be clear as to whether

it entailed an additional £3.4m of funding for education on top of what was being proposed and, if so, whether the additional funding would come from increasing council tax or via reductions elsewhere within the budget in order to achieve a balanced budget.

The Director of Corporate Services advised the Council that if the proposals for both the delegated school budget and the SEN provision were to be funded by increasing the Council Tax, it would require the proposed council tax levy to increase by between 4-5%.

The proposer outlined to the Council the rationale for the amendments and provided funding details in support of the proposal to offset the £3.4m cut, in real terms, to the schools budget. Those included utilising a proportion of the Early Voluntary Redundancy additional cost that he anticipated would be incurred (£1.5 m), utilising £500k of the £7.5m funding received in the revenue settlement over and above that anticipated, increase council tax by 10p per week on a band D Property realising an additional £800k, savings in grounds maintenance (600k) and, if required, use of general reserves as a one off contribution. The Council was also advised that following consideration of the amendments, a recorded vote would be requested.

The Chief Executive reminded the Council of his earlier advice that in considering the amendments, it must set a balanced budget and in voting thereon it would need to be precise on what the budget contained. At the present time, if the amendment were to be adopted, it would result in the Council setting an unbalanced budget.

The Director of Corporate Services in response to the funding proposals advised that with regard to utilising a portion of the EVR Fund, that was currently overspent, and any additional burden thereon would be met from the Corporate Retirement Fund. The proposal to increase council tax by 10p would only raise an additional £400k and then there was the potential of the grounds maintenance proposal. Accordingly, the proposals would fall short of the funding required. To use reserves to fund that shortfall was not sustainable as they currently stood at the lowest prudent level and would only delay the eventual £3.4m reduction. He accordingly advised that he considered the current amendments would result in the Council setting an unbalanced budget, contrary to law.

The Chief Executive confirmed that should the Council endorse the amendments, then, as outlined by the Director of Corporate Services, it would be setting an unbalanced budget and the Director, as the Council's S151 Officer, would have to consider invoking his statutory powers to prevent that occurrence.

Following a requisition by more than 10 members and, in accordance with Council Procedure Rule 16.4 a recorded vote was taken on the amendments with the votes cast being as follows:-

For the Amendment (17)

Councillors D.J.R. Bartlett, S.M. Caiach, A.P. Cooper, S.L. Davies, T. Davies, T. Devichand, J.S. Edmunds, D.C. Evans, C.P. Higgins, J.D. James, A.W. Jones, K. Madge, S. Matthews, E. Morgan, B.A.L. Roberts, R. Thomas and J. Williams.

Against the Amendment (44)

Councillors S.M. Allen, C.A. Campbell, J.M. Charles, A. Davies, G. Davies, I.W. Davies, J.A. Davies, W.R.A. Davies, T.T. Defis, E. Dole, H.A.L. Evans, L.D. Evans, W.J.W. Evans, W.T. Evans, A.D. Harries, W.G. Hopkins, J.K. Howell, P. Hughes-Griffiths, I.J. Jackson, A. James, D.M. Jenkins, G.O. Jones, H.I. Jones, T.J. Jones, W.J. Lemon, A. Lenny, M.J.A. Lewis, D.J.R. Llewellyn, A.G. Morgan, J. Owen, P.A. Palmer, D. Price, D.W.H. Richards, A.D.T. Speake, L.M. Stephens, T. Theophilus, E.G. Thomas, G.B. Thomas, G. Thomas, S.E. Thomas, J. Tremlett, D.E. Williams, J.E. Williams and J.S. Williams.

Abstentions (0)

RESOLVED that the Amendment to the Motion be not supported.

Council thereupon proceeded to vote on the Motion

RESOLVED that the Motion be adopted and that

6.1 the Budget Strategy for 2016/17 be approved subject to the following amendments:-

6.1.1 The proposed reduction in the Flood Defence, Land Drainage and Coastal Protection budget be withdrawn for each of the three financial years at a total value of £118k.

6.1.2 The proposed reduction in the highways infrastructure maintenance budget be withdrawn from the 2016-2017 financial year at a cost of £512k.

6.1.3 The proposed reduction in the Cleansing Services and Environmental Enforcement Budget be withdrawn for each of the three financial years at a cost of £252k.

6.1.4 The proposal for the introduction of a charge for Home to College Transport be deferred until the 2018-2019 financial year.

6.1.5 The proposal to increase the cost of Meals on Wheels by £1.00 from £3.70 to £4.70 be phased over three years, reducing the saving in year 1 by £38k.

6.1.6 The proposed reduction in Short Breaks/Respite for Disabled Children and Young People be withdrawn altogether removing a cut of £50k.

6.1.7 That additional investment be made into the following two specific service areas:-

6.1.7.1 Youth Services: £50k to bolster professional capacity and strengthen expertise in safeguarding vulnerable young people.

6.1.7.2 Highways Infrastructure: £200k to be utilised for prudential borrowing to fund £2.4m of capital expenditure on highways and supporting infrastructure network in areas of greatest need.

6.1.8 That the planned £100k reduction to voluntary organisations be withdrawn pending completion of the TIC Third Sector Review to be funded through an adjustment in the ERW funding as a consequence of grant movement and partly through the use of general reserves.

6.2 That the Band D Council Tax for 2016/17 be set at £1,117.67 (an increase of 3.85%).

6.3 That the Director of Corporate Services advise and recommend to County Council on the 10th March, 2016 any impact and consequential action required from the Final Settlement due to be published by the Welsh Government on the 2nd March 2016, and debated on the 9th March, 2016.

6.4 To consolidate the nationally agreed 1% pay award for JNC staff with effect from the 1st April, 2016 and approve a 1% pay award for all other staff (non-teaching staff pay grades) with effect from the 1st April, 2016 which would be consolidated by, but not in addition to, any national pay award agreed in 2016.

7. EXECUTIVE BOARD RECOMMENDATION - FIVE YEAR CAPITAL PROGRAMME 2016/17- 2020/21;

(NOTE: Councillors T. Davies, A. Lenny, S.E. Thomas, S.M. Allen, A. James and K. Madge had earlier declared an interest in this item and remained in the meeting during its consideration)

The Council was informed that the Executive Board, at its meeting held on the 1st February, 2016, (Minute 15 refers) had considered the Five Year Capital Programme (Council Fund) for the period 2016/17 to 2020/21 and had made a number of recommendations with regard thereto, as detailed within the Report of the Director of Corporate Services, for consideration by the Council.

The Council received a presentation from the Executive Board Member for Resources, on behalf of the Executive Board, on the Five Year Capital Programme that reflected the aims within the recently adopted Corporate Strategy for 2015-2020 that set out the Authority's strategic priorities and aspirations.

The Executive Board Member advised Council that the capital programme now totalled £226m over the five year period and was aimed at delivering significant investment in a number of key projects to create jobs and improve the quality of life for the people of Carmarthenshire. Funding for the programme was currently estimated to via County Council funding of £133m, with a further £90m being delivered via external grant funding bodies. As with the revenue budget (minute 6 above), the capital programme had been based on the provisional settlement which provided the Authority with supported borrowing of £5.8m together with a

general capital grant of £3.6m, both of which would be subject to Welsh Government confirmation in March, 2016.

The Executive Board Member outlined to the Council the range of projects to be supported by the programme that included 21st century schools, Rural Enterprise Fund, Industrial Estates Development, Llanelli Wellness Centre, Carmarthen Archive Service and a new closed circuit cycle track. Whilst monitoring of the programme and the funding thereof would need to be closely managed, he advised that the programme, as presented, was fully funded until 2019/20, with only a small shortfall in the final year for 2020/21.

References were made to the proposed extra care facility to be provided in Llanelli and to the future of the Cae Maen Residential Care Home. Clarification was sought on the current position with regard thereto. The Executive Board Member for Social Care and Health advised that in relation to the extra care facility, discussions on its provision were at an early stage and would need to reflect people's needs over the next 25 years. No firm proposals had been formulated with regard thereto at the present time, but a report would be submitted to the Executive Board as the plans progressed. With regard to the future of the Cae Maen care home, she assured Council that there were no plans for its closure.

RESOLVED that the following recommendations of the Executive Board be adopted:-

- 7.1 The Five Year Capital Programme and funding, as detailed in Appendix B, with 2016/17 being a hard budget and 2017/18 to 2020/21 being soft/indicative budgets (subject to resolution 7.4),**
- 7.2 The 2020/21 budget be reviewed over the coming year in order to assess the funding shortfall,**
- 7.3 The programme be reviewed, as was usual, if anticipated External or County Council funding did not materialise,**
- 7.4 The Director of Corporate Services advise, and recommend to Council, on the 10th March, 2016 of any impact and consequential action required from the Final Settlement due to be published by the Welsh Government on the 2nd March, 2016 and debated on the 9th March, 2016**

8. HOUSING REVENUE ACCOUNT BUDGET AND HOUSING RENT SETTING FOR 2016/17;

(NOTE: Councillors T. Devichand and J. Edmunds had earlier declared an interest in this item and remained in the meeting during its consideration)

The Council was informed that the Executive Board, at its meeting held on the 1st February, 2016, (Minute 16 refers) had considered the Housing Revenue Account Budget and Housing Rent setting for 2016/17 and had made a number of recommendations with regard thereto, as detailed within the Report of the Director of Corporate Services, for consideration by the Council.

The Council received a presentation from the Executive Board Member for Resources, on behalf of the Executive Board, on the Revenue and Capital Budget proposals for the Housing Revenue Account for 2016/19 reflecting the aims of the 30 year Business Plan, which was the primary financial planning tool for delivering the Carmarthenshire Homes Standard Plus (CHS+) together with the Affordable Housing Strategy, due to be presented to the Council in March 2016.

The Executive Board Member advised that the proposed investment within the current business plan had delivered the Carmarthenshire Home Standard by 2015 and had provided investment to maintain both the CHS+ and to commence investment in the Affordable Housing Strategy, in the sums of £45m and £31m respectively.

He reminded the Council that there had been significant reform of the Housing Revenue Account in 2015/16 when the 11 housing stock authorities in Wales, including Carmarthenshire, had exited the outdated Housing Subsidy System, providing them with more control over their housing stock. For Carmarthenshire, whilst that required the Authority to borrow £79m to fund the exit, it had also resulted in the termination of the annual £6.2m payment to the Treasury.

The Executive Board Member advised that the Executive Board was proposing the average housing rent increase be set at 2.97% in line with the Welsh Government Social Housing Rent Harmonisation Policy, adopted by the Council the previous year, requiring it to work towards meeting the target rent within a five year period. Carmarthenshire's average low rent target was £78.08 and should the report recommendations be approved, its average rent would be set at £78.73 slightly above the low end target.

The Executive Board Member stated that as always, in determining the rent levels, it had been difficult to balance the impact of the rent increase on the Council's tenants against the need to set rents in line with Welsh government policy whilst ensuring it could continue to produce a sustainable business plan to progress the CHS+ and the Affordable Housing Strategy.

In moving the recommendations for Council's consideration, he advised that the proposals had been unanimously supported by the Community Scrutiny Committee at its meeting held on the 15th January, 2016.

RESOLVED that the following recommendations of the Executive Board be adopted:-

- 8.1 To increase the average housing rent by 2.97% (£2.27) per dwelling per week as per the Welsh Government's Social Housing Rents Policy (inclusive of progression for tenants below target rents) as that would produce a sustainable Business Plan and continue to achieve and maintain the CHS+**
- 8.2 To continue with maximum progression permissible for rents below target, until target rents were achieved.**
- 8.3 To increase garage rents to £8.75 per week (from £8.50 in 2015/16) and garage bases to £2.20 per week (from £2.15 in 2015/16),**

- 8.4 Apply the service charge policy to ensure tenants who received the benefit from specific services paid for those services,
- 8.5 To increase charges for using the council's sewerage treatment works by 2.97%,
- 8.6 To approve the proposed capital programme and applicable funding for 2016/17 and the indicative spends for 2017/18 and 2018/19 as set out in Appendix C to the report,
- 8.7 To approve the Housing Revenue Account Budget for 2016/19 (2017/18 & 2018/19 being soft budgets) as set out in Appendix B to the report.

9. TREASURY MANAGEMENT POLICY AND STRATEGY 2016-17.

The Council was informed that the Executive Board, at its meeting held on the 1st February, 2016, (Minute 9 refers) had considered the Treasury Management Policy and Strategy 2016-17 and had made two recommendations with regard thereto, as detailed within the Report of the Director of Corporate Services, for consideration by the Council.

The Executive Board Member advised the Council that it was a requirement of the CIPFA Code of Practice on Treasury Management, which it had adopted, for the Council to maintain a Treasury Management Policy and Strategy that required approval annually prior to the start of the financial year it related to. In addition, under the Local Government Act 2003, the Council was also required to approve the treasury Management Indicators for the coming year, as detailed in Appendix D to the report.

RESOLVED that the following recommendations of the Executive Board be adopted:-

- 9.1 That the Treasury Management Policy and Strategy for 2016-17 and the recommendations therein be approved,
- 9.2 That the Treasury Management Indicators and recommendations therein be approved.

10. TO RECEIVE THE REPORT OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 1ST FEBRUARY 2016.

RESOLVED that the report of the above meeting be received.

CHAIR

DATE

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COUNTY COUNCIL 10th March 2016

SETTING THE COUNCIL TAX FOR THE FINANCIAL YEAR 2016/17

Recommendations / key decisions required:

That Members adopt the recommendations contained within the report which are based on the Final Settlement details received from Welsh Government on 2nd March 2016 and the precepts notified to the County Council by the Police and Crime Commissioner for Dyfed Powys and the Town and Community Councils.

As outlined in both the Revenue Budget Strategy report and the Five Year Capital Programme adopted by Full Council on 23rd February 2016, the Director of Corporate Services will provide an update in the meeting on any consequential action that may arise following the debate on the Local Government Finance report in the Assembly on 9th March 2016.

Reasons:

To set the Council Tax for the year 2016/17

Relevant Scrutiny Committee Consulted	YES
Exec Board Decision Required	YES
Council Decision Required	YES

- EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. David Jenkins (Resources)

Directorate:
Corporate Services

Name of Head of Service:
Owen Bowen

Report Author:
Owen Bowen

Designations:

Interim Head of Financial
Services

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EXECUTIVE SUMMARY

COUNTY COUNCIL 10th March 2016

SETTING THE COUNCIL TAX FOR THE FINANCIAL YEAR 2016/17

The County Council is required annually to set its Council Tax for the forthcoming Financial Year.

This Report sets out the financial details relevant to the setting of the Council Tax for 2016/17 together with the Council Tax amounts in respect of the different Council Tax Valuation Bands, as applicable to each of the individual Community and Town Council area.

Attached is an updated Table 1 reflecting the final budget

DETAILED REPORT ATTACHED ?

YES

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: O Bowen

Interim Head of Financial Services

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

1. Policy, Crime & Disorder and Equalities

The Budget has been prepared having regard for the Corporate Strategy

2. Legal

Budget setting process complies with legislative requirements

3. Finance

The Authority's Council Tax (exclusive of Town/Community Council precepts) will increase by 3.85% with the Band D Council Tax = £1,117.67

Average Council Tax (Band D) inclusive of Community/Town Council precepts will be set at £1192.15 as per section 33 of the Local Government Finance Act 1992.

CONSULTATIONS

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

Signed: O Bowen

Interim Head of Financial Services

1. Scrutiny Committee

All scrutiny committees have been consulted during December 2015 and January 2016, with the feedback included in the Revenue Budget Strategy report to full Council on 23rd February 2016

2. Local Member(s)

Not Applicable

3. Community / Town Council

Full consultation has been undertaken in respect of the County Council budget and was detailed in the Revenue Budget Strategy 2016/17 to 2018/19 report to County Council on 23rd February 2016.

4. Relevant Partners

Full consultation has been undertaken in respect of the County Council budget and was detailed in the Revenue Budget Strategy 2016/17 to 2018/19 report to County Council on 23rd February 2016.

5. Staff Side Representatives and other Organisations

Full consultation has been undertaken in respect of the County Council budget and was detailed in the Revenue Budget Strategy 2016/17 to 2018/19 report to County Council on 23rd February 2016.

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
Council Tax Base – 2016/17 Base report to Executive Board 30 th November 2015		County Hall
Revenue Budget Strategy 2016/17 to 2018/19 and Capital Investment Programme 2016/21 - County Council Reports 23 rd February 2016		County Hall
Dyfed Powys Police Authority precept Town/Community Council precepts		County Hall
Local Government Act 1992		

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REPORT OF THE DIRECTOR OF CORPORATE SERVICES COUNTY COUNCIL

10th March 2016

SETTING THE COUNCIL TAX FOR THE FINANCIAL YEAR BEGINNING 1st APRIL 2016

HEAD OF SERVICE & DESIGNATION. O Bowen, Interim Head of Financial Services	DIRECTORATE Corporate Services	TELEPHONE NO. 01267 224121
AUTHOR & DESIGNATION O Bowen, Interim Head of Financial Services	DIRECTORATE Corporate Services	TELEPHONE NO 01267 224121

The Revenue Budget 2016/17 was finalised and presented to County Council on the 23rd February 2016 and the Authority has now received all the precept requirements from the Town and Community Councils and Police and Crime Commissioner for Dyfed Powys.

This report now concludes the formal budget setting process and requires County Council to formally set the Budget Requirement and Council Tax for 2016/17.

Recommendations

1. That it be noted that the Revenue Budget 2016/17, together with outlook for 2017/18 and 2018/19, and the Five Year Capital Programme (Council Fund) 2016/21 was approved by County Council on the 23rd February 2016.
2. That it be noted that:
 - a. the County Council General Fund Reserve at 31st March 2016 is estimated to be £8.5m and that the Revenue Budget for 2016/17 includes the utilisation of £65,000 from the General Fund Reserve to support the budget requirement
 - b. the Director of Corporate Services after taking account of the above confirms that the estimated level of financial reserves is adequate for the financial year 2016/17.
 - c. the Director of Corporate Services confirms that the build up of the County Council estimates for the purpose of the calculation under section 32 of the Local Government Finance Act 1992 has been undertaken in a robust manner.
3. That it be noted that at its meeting on 30th November 2015, the Executive Board calculated the following amounts for the year 2016/17 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992: -
 - (a) **£70,928.21** being the amount calculated by the Council, in accordance with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, as its council tax base for the year.

(b)

COMMUNITY	TAX BASE	COMMUNITY	TAX BASE
(Col. 1)	(Col. 2)	(Col. 1)	(Col. 2)
ABERGWILI	725.35	PENCARREG	520.07
ABERNANT	125.31	NEWCASTLE EMLYN	445.71
BRONWYDD	276.03	CARMARTHEN	5,233.01
CILYMAENLLWYD	325.20	AMMANFORD	1,901.69
CYNWYL ELFED	445.55	CWMAMMAN	1,541.58
EGLWYSCUMMIN	187.92	LLANDEILO	791.13
GORSLAS	1,810.87	LLANDOVERY	779.50
HENLLANFALLTEG	211.91	BETWS	856.55
LAUGHARNE	557.12	CILYCWIM	220.86
LLANARTHNE	376.02	CYNWYL GAEO	423.71
LLANBOIDY	425.07	DYFFRYN CENNEN	515.15
LLANDDAROG	543.02	LLANDDEUSANT	125.80
LLANDDOWROR & LLANMILOE	340.75	LLANDYBIE	4,132.06
LLANDYFAELOG	596.54	LLANEGWAD	686.27
LLANGAIN	280.90	LLANFAIR AR Y BRYN	268.76
LLANGYNDEYRN	1,310.58	LLANFIHANGEL	
LLANGUNNOR	1,131.59	ABERBYTHYCH	567.59
LLANGYNIN	126.32	LLANFYNYDD	220.36
LLANGYNOG	226.33	LLANGADOG	611.33
LLANLLAWDDOG	318.96	LLANGATHEN	256.31
LLANPUMPSAINT	319.02	LLANSADWRN	221.72
LLANSTEFFAN & LLANYBRI	560.64	LLANSAWEL	192.54
LLANWINIO	194.13	LLANWRDA	229.48
MEIDRIM	255.51	MANORDEILO & SALEM	763.90
NEWCHURCH & MERTHYR	303.69	MYDDFAI	179.94
PENDINE	160.31	QUARTER BACH	933.56
ST CLEARNS	1,278.58	TALLEY	239.87
ST ISHMAEL	737.04	LLANELLI TOWN	8,581.50
TRELECH	320.61	LLANELLI RURAL	7,969.12
WHITLAND	692.55	PEMBREY & BURRY PORT	3,172.45
CENARTH	532.27	KIDWELLY	1,362.92
LLANFIHANGEL-AR-ARTH	887.76	LLANEDI	2,133.79
LLANFIHANGEL RHOS-Y-CORN	216.78	LLANGENNECH	1,888.14
LLANGELER	1,445.84	LLANNON	1,878.92
LLANLLWNI	317.26	PONTYBEREM	983.10
LLANYBYDDER	587.74	TRIMSARAN	846.25
LLANYCRWYS	103.20		
		TOTAL	70,928.91

being the amounts calculated by the Council, in accordance with Regulation 6 of the above Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

4. That the following amounts be now calculated by the Council for the year 2016-17 in accordance with sections 32 to 36 of the Local Government Finance Act 1992: -
- (a) **£536,732,024** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act (including Community Council Precepts totaling £5,016,719)
 - (b) **£200,608,251** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act.
 - (c) **£336,123,773** being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.
 - (d) **£251,565,733** being the aggregate of the sums which the Council estimates will be payable for the year into its council fund in respect of redistributed non-domestic rates, revenue support grant, or additional grant less discretionary non-domestic rate relief.
 - (e) **£1,192.15** being the amount at 4(c) above less the amount at 4(d) above, all divided by the amount at 3 above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year.
 - (f) **£5,283,039** being the aggregate amount of all special items referred to in Section 34(1) of the Act.
 - (g) **£1,117.67** being the amount at 4(e) above less the result given by dividing the amount at 4(f) above by the amount at 3 above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.

(h)

COMMUNITY	BASIC AMOUNT OF COUNCIL TAX	COMMUNITY	BASIC AMOUNT OF COUNCIL TAX
	£		£
ABERGWILI	1153.91	LLANYCRWYS	1126.88
ABERNANT	1141.61	PENCARREG	1140.74
BRONWYDD	1150.05	NEWCASTLE EMLYN	1175.23
CILYMAENLLWYD	1136.12	CARMARTHEN	1244.17
CYNWYL ELFED	1143.67	AMMANFORD	1163.17
EGLWYSCUMMIN	1149.60	CWMAMMAN	1257.79
GORSLAS	1156.38	LLANDEILO	1188.84
HENLLANFALLTEG	1143.62	LLANDOVERY	1182.46
LAUGHARNE	1169.10	BETWS	1142.19
LLANARTHNE	1158.16	CILYCWM	1140.31
LLANBOIDY	1156.15	CYNWYL GAEO	1130.65
LLANDDAROG	1148.44	DYFFRYN CENNEN	1144.85
LLANDDOWROR & LLANMILOE	1160.22	LLANDDEUSANT	1133.57
LLANDYFAELOG	1151.20	LLANDYBIE	1161.23
LLANGAIN	1149.96	LLANEGWAD	1132.24
LLANGYNDEYRN	1154.27	LLANFAIR AR Y BRYN	1134.41
		LLANFIHANGEL	
LLANGUNNOR	1149.48	ABERBYTHYCH	1148.50
LLANGYNIN	1142.77	LLANFYNYDD	1144.90
LLANGYNOG	1150.57	LLANGADOG	1150.39
LLANLLAWDDOG	1139.10	LLANGATHEN	1144.98
LLANPUMSAINT	1139.67	LLANSADWRN	1144.73
LLANSTEFFAN & LLANYBRI	1153.34	LLANSAWEL	1141.04
LLANWINIO	1138.27	LLANWRDA	1163.43
MEIDRIM	1156.81	MANORDEILO & SALEM	1131.42
NEWCHURCH & MERTHYR	1139.07	MYDDFAI	1130.73
PENDINE	1167.67	QUARTER BACH	1186.41
ST CLEARNS	1178.32	TALLEY	1138.51
ST ISHMAEL	1161.09	LLANELLI TOWN	1210.89
TRELECH	1117.67	LLANELLI RURAL	1243.56
WHITLAND	1177.14	PEMBREY & BURRY PORT	1216.37
CENARTH	1134.58	KIDWELLY	1206.18
LLANFIHANGEL-AR-ARTH	1177.37	LLANEDI	1213.74
LLANFIHANGEL RHOS Y CORN	1152.27	LLANGENNECH	1215.06
LLANGELER	1138.89	LLANNON	1268.20
LLANLLWNI	1152.34	PONTYBEREM	1222.91
LLANYBYDDER	1173.82	TRIMSARAN	1183.43

being the amounts given by adding to the amount at 4(g) above, the amounts of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 3(b) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

(i)

COMMUNITY	2016-17								
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	BAND I
	£	£	£	£	£	£	£	£	£
ABERGWILI	769.27	897.49	1025.69	1153.91	1410.33	1666.76	1923.18	2307.82	2692.46
ABERNANT	761.07	887.92	1014.76	1141.61	1395.30	1648.99	1902.68	2283.22	2663.76
BRONWYDD	766.70	894.48	1022.26	1150.05	1405.62	1661.18	1916.75	2300.10	2683.45
CILYMAENLLWYD	757.41	883.65	1009.88	1136.12	1388.59	1641.06	1893.53	2272.24	2650.95
CYNWYL ELFED	762.44	889.52	1016.59	1143.67	1397.82	1651.97	1906.11	2287.34	2668.57
EGLWYSCUMMIN	766.40	894.13	1021.86	1149.60	1405.07	1660.53	1916.00	2299.20	2682.40
GORSLAS	770.92	899.41	1027.89	1156.38	1413.35	1670.32	1927.30	2312.76	2698.22
HENLLANFALLTEG	762.41	889.48	1016.55	1143.62	1397.76	1651.89	1906.03	2287.24	2668.45
LAUGHARNE	779.40	909.30	1039.20	1169.10	1428.90	1688.70	1948.50	2338.20	2727.90
LLANARTHNE	772.10	900.79	1029.47	1158.16	1415.53	1672.90	1930.26	2316.32	2702.38
LLANBOIDY	770.76	899.23	1027.68	1156.15	1413.07	1669.99	1926.91	2312.30	2697.69
LLANDDAROG	765.62	893.23	1020.83	1148.44	1403.65	1658.86	1914.06	2296.88	2679.70
LLANDDOWROR & LLANMILOE	773.48	902.39	1031.30	1160.22	1418.05	1675.87	1933.70	2320.44	2707.18
LLANDYFAELOG	767.46	895.38	1023.28	1151.20	1407.02	1662.84	1918.66	2302.40	2686.14
LLANGAIN	766.64	894.41	1022.18	1149.96	1405.51	1661.05	1916.60	2299.92	2683.24
LLANGYNDEYRN	769.51	897.77	1026.01	1154.27	1410.77	1667.28	1923.78	2308.54	2693.30
LLANGUNNOR	766.32	894.04	1021.76	1149.48	1404.92	1660.36	1915.80	2298.96	2682.12
LLANGYNIN	761.84	888.82	1015.79	1142.77	1396.72	1650.67	1904.61	2285.54	2666.47
LLANGYNOG	767.04	894.89	1022.72	1150.57	1406.25	1661.93	1917.61	2301.14	2684.67
LLANLLAWDDOG	759.40	885.97	1012.53	1139.10	1392.23	1645.36	1898.50	2278.20	2657.90
LLANPUMSAINT	759.78	886.41	1013.04	1139.67	1392.93	1646.19	1899.45	2279.34	2659.23
LLANSTEFFAN & LLANYBRI	768.89	897.04	1025.19	1153.34	1409.64	1665.93	1922.23	2306.68	2691.13
LLANWINIO	758.84	885.32	1011.79	1138.27	1391.22	1644.17	1897.11	2276.54	2655.97
MEIDRIM	771.20	899.74	1028.27	1156.81	1413.88	1670.95	1928.01	2313.62	2699.23
NEWCHURCH & MERTHYR	759.38	885.94	1012.50	1139.07	1392.20	1645.32	1898.45	2278.14	2657.83
PENDINE	778.44	908.19	1037.92	1167.67	1427.15	1686.63	1946.11	2335.34	2724.57
ST CLEARS	785.54	916.47	1047.39	1178.32	1440.17	1702.02	1963.86	2356.64	2749.42
ST ISHMAEL	774.06	903.07	1032.08	1161.09	1419.11	1677.13	1935.15	2322.18	2709.21
TRELECH	745.11	869.30	993.48	1117.67	1366.04	1614.41	1862.78	2235.34	2607.90

COMMUNITY	2016-17								
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	BAND I
	£	£	£	£	£	£	£	£	£
WHITLAND	784.76	915.55	1046.34	1177.14	1438.73	1700.31	1961.90	2354.28	2746.66
CENARTH	756.38	882.45	1008.51	1134.58	1386.71	1638.84	1890.96	2269.16	2647.36
LLANFIHANGEL-AR-ARTH	784.91	915.73	1046.55	1177.37	1439.01	1700.64	1962.28	2354.74	2747.20
LLANFIHANGEL RHOS Y CORN	768.18	896.21	1024.24	1152.27	1408.33	1664.39	1920.45	2304.54	2688.63
LLANGELER	759.26	885.80	1012.34	1138.89	1391.98	1645.06	1898.15	2277.78	2657.41
LLANLLWNI	768.22	896.27	1024.30	1152.34	1408.41	1664.49	1920.56	2304.68	2688.80
LLANYBYDDER	782.54	912.97	1043.39	1173.82	1434.67	1695.52	1956.36	2347.64	2738.92
LLANYCRWYS	751.25	876.46	1001.67	1126.88	1377.30	1627.71	1878.13	2253.76	2629.39
PENCARREG	760.49	887.24	1013.99	1140.74	1394.24	1647.73	1901.23	2281.48	2661.73
NEWCASTLE EMLYN	783.48	914.07	1044.64	1175.23	1436.39	1697.55	1958.71	2350.46	2742.21
CARMARTHEN	829.44	967.69	1105.92	1244.17	1520.65	1797.13	2073.61	2488.34	2903.07
AMMANFORD	775.44	904.69	1033.92	1163.17	1421.65	1680.13	1938.61	2326.34	2714.07
CWMAMMAN	838.52	978.28	1118.03	1257.79	1537.30	1816.81	2096.31	2515.58	2934.85
LLANDEILO	792.56	924.65	1056.74	1188.84	1453.03	1717.21	1981.40	2377.68	2773.96
LLANDOVERY	788.30	919.69	1051.07	1182.46	1445.23	1708.00	1970.76	2364.92	2759.08
BETWS	761.46	888.37	1015.28	1142.19	1396.01	1649.83	1903.65	2284.38	2665.11
CILYCWYM	760.20	886.91	1013.60	1140.31	1393.71	1647.11	1900.51	2280.62	2660.73
CYNWYL GAEO	753.76	879.40	1005.02	1130.65	1381.90	1633.16	1884.41	2261.30	2638.19
DYFFRYN CENNEN	763.23	890.44	1017.64	1144.85	1399.26	1653.67	1908.08	2289.70	2671.32
LLANDDEUSANT	755.71	881.67	1007.61	1133.57	1385.47	1637.38	1889.28	2267.14	2645.00
LLANDYBIE	774.15	903.18	1032.20	1161.23	1419.28	1677.33	1935.38	2322.46	2709.54
LLANEGWAD	754.82	880.63	1006.43	1132.24	1383.85	1635.46	1887.06	2264.48	2641.90
LLANFAIR AR Y BRYN	756.27	882.32	1008.36	1134.41	1386.50	1638.59	1890.68	2268.82	2646.96
LLANFIHANGEL ABERBYTHYCH	765.66	893.28	1020.88	1148.50	1403.72	1658.94	1914.16	2297.00	2679.84
LLANFYNYDD	763.26	890.48	1017.68	1144.90	1399.32	1653.74	1908.16	2289.80	2671.44
LLANGADOG	766.92	894.75	1022.56	1150.39	1406.03	1661.67	1917.31	2300.78	2684.25
LLANGATHEN	763.32	890.54	1017.76	1144.98	1399.42	1653.86	1908.30	2289.96	2671.62
LLANSADWRN	763.15	890.35	1017.53	1144.73	1399.11	1653.50	1907.88	2289.46	2671.04
LLANSAWEL	760.69	887.48	1014.25	1141.04	1394.60	1648.17	1901.73	2282.08	2662.43

COMMUNITY	2016-17								
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	BAND I
LLANWRDA	775.62	904.89	1034.16	1163.43	1421.97	1680.51	1939.05	2326.86	2714.67
MANORDEILO & SALEM	754.28	879.99	1005.70	1131.42	1382.85	1634.27	1885.70	2262.84	2639.98
MYDDFAI	753.82	879.46	1005.09	1130.73	1382.00	1633.27	1884.55	2261.46	2638.37
QUARTER BACH	790.94	922.76	1054.58	1186.41	1450.06	1713.70	1977.35	2372.82	2768.29
TALLEY	759.00	885.51	1012.00	1138.51	1391.51	1644.51	1897.51	2277.02	2656.53
LLANELLI TOWN	807.26	941.80	1076.34	1210.89	1479.98	1749.06	2018.15	2421.78	2825.41
LLANELLI RURAL	829.04	967.21	1105.38	1243.56	1519.91	1796.25	2072.60	2487.12	2901.64
PEMBREY & BURRY PORT	810.91	946.07	1081.21	1216.37	1486.67	1756.98	2027.28	2432.74	2838.20
KIDWELLY	804.12	938.14	1072.16	1206.18	1474.22	1742.26	2010.30	2412.36	2814.42
LLANEDI	809.16	944.02	1078.88	1213.74	1483.46	1753.18	2022.90	2427.48	2832.06
LLANGENNECH	810.04	945.05	1080.05	1215.06	1485.07	1755.08	2025.10	2430.12	2835.14
LLANNON	845.46	986.38	1127.28	1268.20	1550.02	1831.84	2113.66	2536.40	2959.14
PONTYBEREM	815.27	951.15	1087.03	1222.91	1494.67	1766.42	2038.18	2445.82	2853.46
TRIMSARAN	788.95	920.45	1051.93	1183.43	1446.41	1709.40	1972.38	2366.86	2761.34

being the amounts given by multiplying the amounts at 4(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

5. That it be noted for the year 2016/17 that the Police and Crime Commissioner for Dyfed Powys has stated the following amounts in a precept issued to the Council, in accordance with Sections 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below: -

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Band I
£	£	£	£	£	£	£	£	£
133.38	155.61	177.84	200.07	244.53	288.99	333.45	400.14	466.83

6. That, having calculated the aggregate in each case of the amounts at 4(i) and 5 above, the Council in accordance with Section 30(2) of the Local government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2016/17 for each of the categories of dwellings shown overleaf:-

COMMUNITY	2016-17								
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	BAND I
	£	£	£	£	£	£	£	£	£
ABERGWILI	902.65	1053.10	1203.53	1353.98	1654.86	1955.75	2256.63	2707.96	3159.29
ABERNANT	894.45	1043.53	1192.60	1341.68	1639.83	1937.98	2236.13	2683.36	3130.59
BRONWYDD	900.08	1050.09	1200.10	1350.12	1650.15	1950.17	2250.20	2700.24	3150.28
CILYMAENLLWYD	890.79	1039.26	1187.72	1336.19	1633.12	1930.05	2226.98	2672.38	3117.78
CYNWYL ELFED	895.82	1045.13	1194.43	1343.74	1642.35	1940.96	2239.56	2687.48	3135.40
EGLWYSCUMMIN	899.78	1049.74	1199.70	1349.67	1649.60	1949.52	2249.45	2699.34	3149.23
GORSLAS	904.30	1055.02	1205.73	1356.45	1657.88	1959.31	2260.75	2712.90	3165.05
HENLLANFALLTEG	895.79	1045.09	1194.39	1343.69	1642.29	1940.88	2239.48	2687.38	3135.28
LAUGHARNE	912.78	1064.91	1217.04	1369.17	1673.43	1977.69	2281.95	2738.34	3194.73
LLANARTHNE	905.48	1056.40	1207.31	1358.23	1660.06	1961.89	2263.71	2716.46	3169.21
LLANBOIDY	904.14	1054.84	1205.52	1356.22	1657.60	1958.98	2260.36	2712.44	3164.52
LLANDDAROG	899.00	1048.84	1198.67	1348.51	1648.18	1947.85	2247.51	2697.02	3146.53
LLANDDOWROR & LLANMILOE	906.86	1058.00	1209.14	1360.29	1662.58	1964.86	2267.15	2720.58	3174.01
LLANDYFAELOG	900.84	1050.99	1201.12	1351.27	1651.55	1951.83	2252.11	2702.54	3152.97
LLANGAIN	900.02	1050.02	1200.02	1350.03	1650.04	1950.04	2250.05	2700.06	3150.07
LLANGYNDEYRN	902.89	1053.38	1203.85	1354.34	1655.30	1956.27	2257.23	2708.68	3160.13
LLANGUNNOR	899.70	1049.65	1199.60	1349.55	1649.45	1949.35	2249.25	2699.10	3148.95
LLANGYNIN	895.22	1044.43	1193.63	1342.84	1641.25	1939.66	2238.06	2685.68	3133.30
LLANGYNOG	900.42	1050.50	1200.56	1350.64	1650.78	1950.92	2251.06	2701.28	3151.50
LLANLLAWDDOG	892.78	1041.58	1190.37	1339.17	1636.76	1934.35	2231.95	2678.34	3124.73
LLANPUMSAINT	893.16	1042.02	1190.88	1339.74	1637.46	1935.18	2232.90	2679.48	3126.06
LLANSTEFFAN & LLANYBRI	902.27	1052.65	1203.03	1353.41	1654.17	1954.92	2255.68	2706.82	3157.96
LLANWINIO	892.22	1040.93	1189.63	1338.34	1635.75	1933.16	2230.56	2676.68	3122.80
MEIDRIM	904.58	1055.35	1206.11	1356.88	1658.41	1959.94	2261.46	2713.76	3166.06
NEWCHURCH & MERTHYR	892.76	1041.55	1190.34	1339.14	1636.73	1934.31	2231.90	2678.28	3124.66
PENDINE	911.82	1063.80	1215.76	1367.74	1671.68	1975.62	2279.56	2735.48	3191.40
ST CLEARS	918.92	1072.08	1225.23	1378.39	1684.70	1991.01	2297.31	2756.78	3216.25
ST ISHMAEL	907.44	1058.68	1209.92	1361.16	1663.64	1966.12	2268.60	2722.32	3176.04
TRELECH	878.49	1024.91	1171.32	1317.74	1610.57	1903.40	2196.23	2635.48	3074.73

COMMUNITY	2016-17								
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	BAND I
	£	£	£	£	£	£	£	£	£
WHITLAND	918.14	1071.16	1224.18	1377.21	1683.26	1989.30	2295.35	2754.42	3213.49
CENARTH	889.76	1038.06	1186.35	1334.65	1631.24	1927.83	2224.41	2669.30	3114.19
LLANFIHANGEL-AR-ARTH	918.29	1071.34	1224.39	1377.44	1683.54	1989.63	2295.73	2754.88	3214.03
LLANFIHANGEL RHOS Y CORN	901.56	1051.82	1202.08	1352.34	1652.86	1953.38	2253.90	2704.68	3155.46
LLANGELER	892.64	1041.41	1190.18	1338.96	1636.51	1934.05	2231.60	2677.92	3124.24
LLANLLWNI	901.60	1051.88	1202.14	1352.41	1652.94	1953.48	2254.01	2704.82	3155.63
LLANYBYDDER	915.92	1068.58	1221.23	1373.89	1679.20	1984.51	2289.81	2747.78	3205.75
LLANYCRWYS	884.63	1032.07	1179.51	1326.95	1621.83	1916.70	2211.58	2653.90	3096.22
PENCARREG	893.87	1042.85	1191.83	1340.81	1638.77	1936.72	2234.68	2681.62	3128.56
NEWCASTLE EMLYN	916.86	1069.68	1222.48	1375.30	1680.92	1986.54	2292.16	2750.60	3209.04
CARMARTHEN	962.82	1123.30	1283.76	1444.24	1765.18	2086.12	2407.06	2888.48	3369.90
AMMANFORD	908.82	1060.30	1211.76	1363.24	1666.18	1969.12	2272.06	2726.48	3180.90
CWMAMMAN	971.90	1133.89	1295.87	1457.86	1781.83	2105.80	2429.76	2915.72	3401.68
LLANDEILO	925.94	1080.26	1234.58	1388.91	1697.56	2006.20	2314.85	2777.82	3240.79
LLANDOVERY	921.68	1075.30	1228.91	1382.53	1689.76	1996.99	2304.21	2765.06	3225.91
BETWS	894.84	1043.98	1193.12	1342.26	1640.54	1938.82	2237.10	2684.52	3131.94
CILYCWM	893.58	1042.52	1191.44	1340.38	1638.24	1936.10	2233.96	2680.76	3127.56
CYNWYL GAEO	887.14	1035.01	1182.86	1330.72	1626.43	1922.15	2217.86	2661.44	3105.02
DYFFRYN CENNEN	896.61	1046.05	1195.48	1344.92	1643.79	1942.66	2241.53	2689.84	3138.15
LLANDDEUSANT	889.09	1037.28	1185.45	1333.64	1630.00	1926.37	2222.73	2667.28	3111.83
LLANDYBIE	907.53	1058.79	1210.04	1361.30	1663.81	1966.32	2268.83	2722.60	3176.37
LLANEGWAD	888.20	1036.24	1184.27	1332.31	1628.38	1924.45	2220.51	2664.62	3108.73
LLANFAIR AR Y BRYN	889.65	1037.93	1186.20	1334.48	1631.03	1927.58	2224.13	2668.96	3113.79
LLANFIHANGEL ABERBYTHYCH	899.04	1048.89	1198.72	1348.57	1648.25	1947.93	2247.61	2697.14	3146.67
LLANFYNYDD	896.64	1046.09	1195.52	1344.97	1643.85	1942.73	2241.61	2689.94	3138.27
LLANGADOG	900.30	1050.36	1200.40	1350.46	1650.56	1950.66	2250.76	2700.92	3151.08
LLANGATHEN	896.70	1046.15	1195.60	1345.05	1643.95	1942.85	2241.75	2690.10	3138.45
LLANSADWRN	896.53	1045.96	1195.37	1344.80	1643.64	1942.49	2241.33	2689.60	3137.87
LLANSAWEL	894.07	1043.09	1192.09	1341.11	1639.13	1937.16	2235.18	2682.22	3129.26

COMMUNITY	2016-17								
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	BAND I
	£	£	£	£	£	£	£	£	£
LLANWRDA	909.00	1060.50	1212.00	1363.50	1666.50	1969.50	2272.50	2727.00	3181.50
MANORDEILO & SALEM	887.66	1035.60	1183.54	1331.49	1627.38	1923.26	2219.15	2662.98	3106.81
MYDDFAI	887.20	1035.07	1182.93	1330.80	1626.53	1922.26	2218.00	2661.60	3105.20
QUARTER BACH	924.32	1078.37	1232.42	1386.48	1694.59	2002.69	2310.80	2772.96	3235.12
TALLEY	892.38	1041.12	1189.84	1338.58	1636.04	1933.50	2230.96	2677.16	3123.36
LLANELLI TOWN	940.64	1097.41	1254.18	1410.96	1724.51	2038.05	2351.60	2821.92	3292.24
LLANELLI RURAL	962.42	1122.82	1283.22	1443.63	1764.44	2085.24	2406.05	2887.26	3368.47
PEMBREY & BURRY PORT	944.29	1101.68	1259.05	1416.44	1731.20	2045.97	2360.73	2832.88	3305.03
KIDWELLY	937.50	1093.75	1250.00	1406.25	1718.75	2031.25	2343.75	2812.50	3281.25
LLANEDI	942.54	1099.63	1256.72	1413.81	1727.99	2042.17	2356.35	2827.62	3298.89
LLANGENNECH	943.42	1100.66	1257.89	1415.13	1729.60	2044.07	2358.55	2830.26	3301.97
LLANNON	978.84	1141.99	1305.12	1468.27	1794.55	2120.83	2447.11	2936.54	3425.97
PONTYBEREM	948.65	1106.76	1264.87	1422.98	1739.20	2055.41	2371.63	2845.96	3320.29
TRIMSARAN	922.33	1076.06	1229.77	1383.50	1690.94	1998.39	2305.83	2767.00	3228.17

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COUNCIL FUND REVENUE ACCOUNT

TABLE 1

SUMMARY STATEMENT

2015/16 Approved Budget £'000	2015/16 Provisional Outturn £'000		2016/17 Proposed Budget £'000	2017/18 Indicative Budget £'000	2018/19 Indicative Budget £'000
10,609,265	11,019,359	Chief Executive	12,881,631	12,892,337	12,320,950
159,427,150	160,378,299	Education & Childrens Services	162,331,003	157,922,269	153,778,173
22,905,160	22,649,053	Corporate Services	23,418,115	28,801,258	31,990,859
90,856,396	91,501,129	Communities	90,991,802	89,505,838	88,805,441
45,597,203	45,723,600	Environment Services	46,896,883	46,369,229	46,315,075
329,395,174	331,271,440	Departmental Expenditure	336,519,433	335,490,930	333,210,497
-3,534,911	-4,735,224	Capital Charges/Asset Management Acc	-9,518,559	-9,268,559	-9,018,559
-5,084,948	-5,084,948	Pensions reserve adj	-5,085,052	-5,085,052	-5,085,052
		<u>Levies and Contributions</u>			
9,067,000	9,067,000	Mid & West Wales Fire Authority	9,172,087	9,263,808	9,356,446
147,000	147,000	Brecon Beacons National Park	138,494	139,879	141,278
329,989,315	330,665,268	Net Expenditure	331,226,403	330,541,006	328,604,610
-570,000	-570,000	Outcome Agreement Grant			
-138,000	135,047	Contribution from Balances	-65,000	0	0
		Transfer to/from Departmental			
		Balances/Earmarked Reserves			
-1,060,000	-2,009,000		-200,000	-200,000	
328,221,315	328,221,315	NET BUDGET	330,961,403	330,341,006	328,604,610
		TO BE FINANCED FROM:			
-252,481,384	-252,481,384	Aggregate External Finance	-251,686,401	-246,651,004	-241,717,984
75,739,931	75,739,931	CALL ON TAXPAYERS	79,275,002	83,690,002	86,886,626
1076.22		Band D Tax	1,117.67	1,172.17	1,208.97
		Council Tax Increase	3.85%	4.88%	3.14%

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COUNTY COUNCIL

10th MARCH 2016

Pay Policy Statement 2016-2017

Recommendations / Key decisions required:

- To approve the enclosed Pay Policy Statement.

Reasons:

- In order to comply with Section 38(1) of the Localism Act 2011.

Executive Board Decision Required: N/A
Council Decision Required: YES

Executive Board Member Portfolio Holder:

Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)

<p>Directorate: Chief Executive's</p> <p>Name of Head of Service: Paul R. Thomas</p> <p>Report Author: Paul R. Thomas</p>	<p>Designation:</p> <p>Assistant Chief Executive (People Management & Performance)</p>	<p>Tel No. / E-Mail Address:</p> <p>01267 226123 prthomas@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

COUNTY COUNCIL 10th MARCH 2016

Pay Policy Statement 2016-2017

Summary

The Localism Act received Royal Assent on 15th November 2011. The Act's provisions include a requirement for Local Authorities to prepare a pay policy statement for the financial year 2016 – 2017 and each subsequent financial year.

The pay policy statement for a financial year will require the approval of full Council, and cannot be delegated to the Authority's Executive, and must set out the Authority's policies for the financial year relating to the remuneration of its Chief Officers, the remuneration of its lowest-paid employees and the relationship between the remuneration of its Chief Officers, and its employees who are not Chief Officers.

The politically balanced Pay Policy Advisory Panel has input into the formulation of the Pay Policy Statement, and the recommendations of that Panel have been incorporated into final document for approval by County Council.

DETAILED REPORT ATTACHED?

YES

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 & Performance)

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

1. Policy, Crime & Disorder and Equalities

Pay and Grading structures have been Equality Impact assessed where appropriate and a programme of Equal Pay audits is in place.

2. Legal

Under Section 38(1) of the Localism Act 2011, the Council is required to approve its Pay Policy Statement by 31st March each year.

3. Finance

The contents of the Pay Policy reflect the Revenue Budget approved by County Council in February 2016.

5. Risk Management Issues

The Council is statutorily bound to have a pay policy in place by 31st March each year prior to the commencement of the forthcoming financial year.

6. Staffing Implications

This Pay Policy is applicable to all staff with the exception of teachers who are covered by a statutory pay framework.

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 & Performance)

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**

The politically balanced Pay Policy Advisory Panel has input into the formulation of the Pay Policy Statement, and the recommendations of that Panel have been incorporated into final document for approval by County Council.

The recognised Trade Unions have been consulted on the Pay Policy Statement 2016-2017.

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

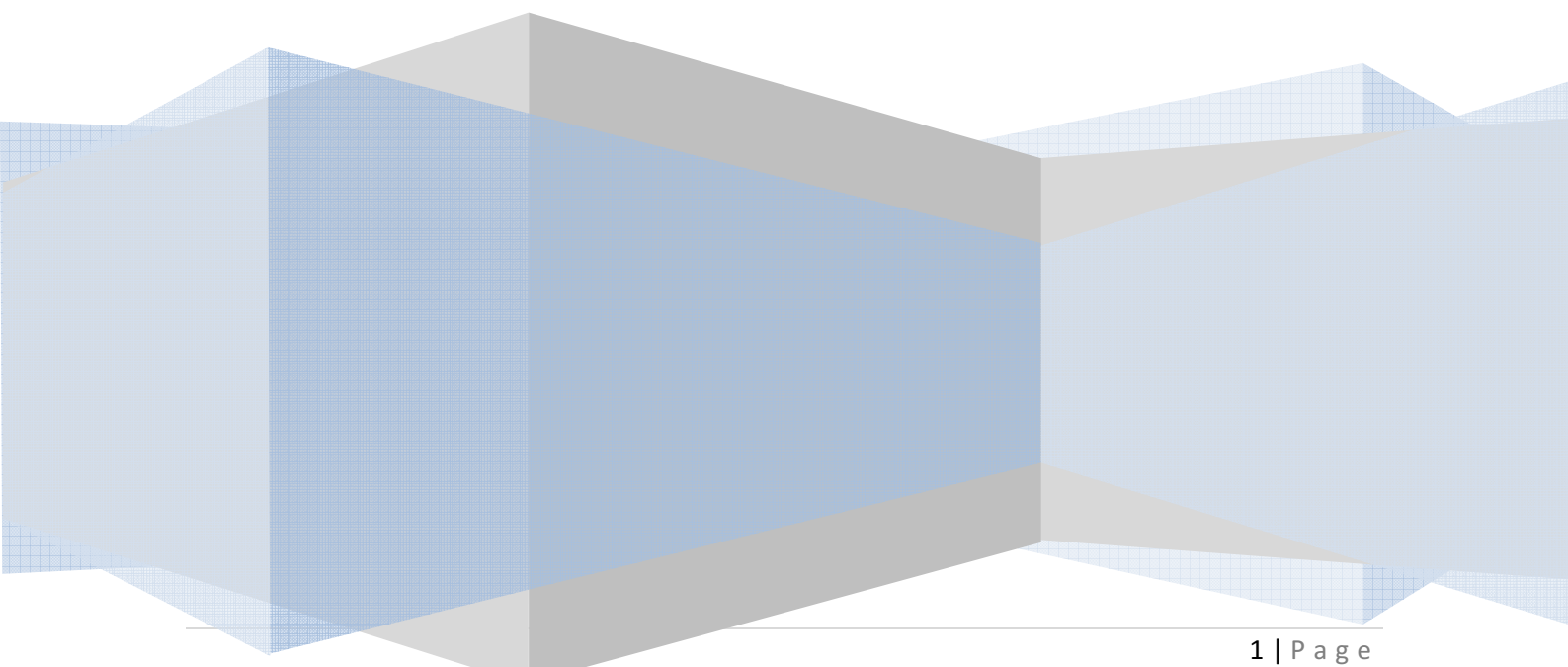
Carmarthenshire County Council



PAY POLICY STATEMENT

2016 – 2017

Draft Version 1: 8 February 2016



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Pay Policy Statement 2016-17
Adopted Full Council: 10 March 2016
Review date: March 2017



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PAY POLICY STATEMENT 2016-17

1.0 INTRODUCTION & PURPOSE

Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as the authority thinks fit”. This Pay Policy Statement (the ‘statement’) sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011. It takes account of the Revised Guidance relating to Pay Policy statements issued by the Welsh Government on 25th February 2014, on Pay Accountability in Local Government in Wales.

The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees (excluding those working in local authority schools) by identifying the methods by which salaries of all employees are determined. This requires English and Welsh Local Authorities to produce and publish a Pay Policy Statement for each financial year detailing:

- a. The Council’s policies towards all aspects and elements of the remuneration of its Officers and Chief Officers (Chief Officers are as defined in Section 11 of this policy);
- b. The approach to the publication of, and access to, information relating to all aspects of the remuneration of Chief Officers;
- c. The Council’s policy on the remuneration of its lowest paid employees (including the definition adopted and reasons for it);
- d. The relationship between the remuneration of its Chief Officers and other employees.

This Pay Policy Statement is an update to the first statement approved by County Council on 6 March 2013, and updated and approved by County Council on 10 March 2016.

2.0 LEGISLATIVE FRAMEWORK

In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, The Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the Equal Pay requirements contained within the Equality Act, the Council aims to ensure there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms

which directly relate salaries to the requirements, demands and responsibilities of the role.

3.0 SCOPE OF THE PAY POLICY

The Localism Act 2011 requires local authorities to develop and make public their Pay Policy on all aspects of Chief Officer remuneration (including on ceasing to hold office), and also in relation to the “lowest paid” in the Council, explaining their Policy on the relationship between remuneration for Chief Officers and other groups.

The provisions in the Localism Act 2011 which relate to Pay Policy statements only apply to employees directly appointed and managed by the Council. Employees who are appointed and managed by school head teachers/Governing Bodies are, therefore, not required to be included within the scope of Pay Policy statements. This reflects the unique employment legislation position whereby all schools employees are employed by the local authority but decisions about the appointment and management of such employees are mostly discharged by head teachers/governing bodies, as appropriate. However, all Governing Bodies within Carmarthenshire (including Voluntary Aided Schools) have formally agreed to adopt the Single Status Pay Model and associated terms and conditions of employment for all locally employed staff, with the exception of Teachers who are on nationally agreed terms and conditions.

In the interests of consistency and transparency, the pay-related data which is set out in Section 14 of this Pay Policy statement takes into account the position not including those employees who are appointed and managed by head teachers/governing bodies.

4.0 BROAD PRINCIPLES OF THE COUNCIL’S PAY POLICY

4.1 Transparency, Accountability and Value for Money

The Council is committed to an open and transparent approach to Pay Policy which will enable the local taxpayer to access, understand and assess information on remuneration levels across all groups of Council employees. The following are provided as Appendices to this policy:

- Carmarthenshire County Council’s Pay Grades - Local Government Services Employees (**Appendix A**)
- Carmarthenshire County Council’s JNC Chief Executive and Chief Officer Pay Grades (**Appendix B**)
- Officer Employment Procedure Rules (**Appendix C**)
- National Pay Grades - Soulbury (**Appendix D**)

- National Pay Grades - JNC Youth & Community Worker (**Appendix E**)
- Payment of Acting Up and Honoraria Policy (**Appendix F**)
- Market Supplement Scheme (**Appendix G**)
- Discretionary Compensation Regulations (**Appendix H**)
- Severance Scheme (**Appendix I**)
- Flexible Retirement Policy (**Appendix J**)

5.0 MARKET SUPPLEMENT SCHEME

The use of job evaluation enables the Council to set appropriate remuneration levels based on internal job size relativities within the Council. However, from time to time, in exceptional circumstances it may be necessary to take account of the external pay market in order to attract and retain employees with the necessary specific experience, skills and capacity where these attributes are in short supply.

The Council has a Market Supplement Scheme for employees to ensure that the requirement for any market pay supplements is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources. It is the Council's policy that any such additional payments are kept to a minimum and reviewed on a regular basis so that they can be withdrawn where no longer considered necessary for recruitment and retention. The principles underpinning this Market Supplement Scheme are equally applicable to all other employee groups within the Council and may be implemented accordingly.

6.0 ACTING UP AND HONORARIA PAYMENTS

There may be occasions when an employee is asked to carry out duties which are additional to those of their substantive post, for a period of time. In such circumstances an additional payment may be made in line with the Council's policy on payment of honoraria.

7.0 LOCAL GOVERNMENT PENSION SCHEME

Subject to qualifying conditions, employees have a right to join the Local Government Pension Scheme (or the Teachers' Pension Scheme, where applicable) and are contractually enrolled into the LGPS, the Authority operates within the auto-enrolment framework set out within the Occupational and Personal Pension Schemes (Automatic Enrolment) Regulations 2010. The employee contribution rates, which are defined by statute, currently range between 5.5 per cent and 12.5 per cent of actual pensionable pay.

8.0 OTHER EMPLOYEE BENEFITS

The Council believes that it has a responsibility to help support the health, safety and wellbeing of its employees in order to ensure that they are able to perform at their best. As part of this approach and in common with other large employers the Council offers staff benefits in line with its statutory obligations and employment good practice, such as eye test vouchers for users of display screen equipment at work, and salary sacrifice schemes including Childcare Vouchers, Cycle to Work and Car leasing.

9.0 PAY POLICY STATEMENT

9.1 Pay Structure

Based on the application of Job Evaluation schemes, the Council uses a nationally agreed pay spine as the basis for its locally determined grading structure (see appendices). This determines the salaries of the large majority of the non teaching workforce, together with the use of other nationally defined rates where relevant.

In February 2016 it was recommended by the politically balanced Pay Policy Advisory Panel to endorse the introduction of a Senior Manager grade to address the current differential between the top of this locally agreed grading structure and the bottom of the JNC pay scales. This is to provide the Authority with greater flexibility in the reallocation of responsibilities following the reduction in the number of Head of Service posts.

At the time of producing this Pay Policy Statement, the outcome of the discussions at a national level between employers and trade unions to seek to agree a pay increase effective from the 1st April 2016 are not yet known. However, in anticipation of a pay award, the County Council at its meeting on the 23rd February 2016, agreed to apply a 1% pay award included within the original budget effective from 1st April 2016, in advance of the nationally agreed settlement for the non teaching staff pay grades. This would be consolidated but not in addition to any national pay award. Clearly, the Council will apply any pay award over and above the 1% as and when determined by national negotiations.

On 1st April 2016, the statutory National Living wage will be introduced at a rate of £7.20 per hour. As the current pay model starts at SCP 9 with an hourly rate of £7.36 per hour, the current Pay Model will be unaffected for 2016/17.)

All other pay related allowances are subject to either nationally or locally negotiated rates, that are determined in accordance with collective bargaining machinery and/or Council Policy. In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money against the ability to recruit and retain appropriately

skilled and experienced employees that can deliver high quality services to the public.

New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary subject to the qualifying criteria within the Council's Recruitment Salaries Guidance and/or Market Supplement Scheme.

10. SENIOR MANAGEMENT REMUNERATION

10.1 Definitions of Chief Officer / Pay Levels

For the purposes of this Pay Policy statement, "Chief Officers" are as defined within Section 43 of the Localism Act.

The 21 Chief Officer posts within the substantive structure at Carmarthenshire County Council which fall within the statutory definition of Section 43, as at 31.03.2016 are:

- | | | |
|----|----------------------------|--------------|
| a) | Chief Executive | (1 post) |
| b) | Corporate Directors | (4 posts) |
| c) | Assistant Chief Executives | (2 posts) |
| d) | Heads of Service | (14.2 posts) |

There were 47 such posts at the beginning of 2000.

The substantive structure includes the following posts that are shared with partners or are delivered regionally:

- Head of Regional Collaboration (Funded by CCC/5 Regional Partners)
- Head of Integrated Services (Funded by CCC/Health)
- Head of IT & Central Support Services (Funded CCC/Pembs)
- Head of School Effectiveness (Funded CCC/Pembs)
- Head of Commissioning (Funded CCC/Pembs)

The Council does not permit an employee occupying any post on the Council's agreed establishment to be paid other than via the Council's payroll.

The Pay Panel Advisory Group recommends that Senior Officer Remuneration be subject to National Pay Awards only, and that no further independent evaluation be undertaken pending the decision by Welsh Government in relation to the future of Local Government.

For the purposes of this statement, senior management means 'chief officers' as defined within S43 of the Localism Act. The posts falling within the statutory definition are set out below, with details of their basic salary as at 1st April 2016 subject to any nationally agreed pay award during 2016-17. These details are available on the Council's website.

- Chief Executive as the head of paid service - The salary of the post falls within a range of four incremental points between £157,625 rising to a maximum of £169,841 per annum;
- Corporate Directors as statutory and non statutory chief officers - The salary of the posts fall within a range of four incremental points between £113,389 rising to a maximum of £121,957 per annum;
- Assistant Chief Executives as direct reports to the Head of Paid Service - The salary of the posts fall within a range of four incremental points between £96,160 rising to a maximum of £101,898 per annum;
- Heads of Service (including the Monitoring Officer) as direct reports to statutory and non statutory chief officers - The salary of the posts fall within a range of four incremental points between £84,200 rising to a maximum of £89,811 per annum.

Following appointment and on completion of a satisfactory probationary period, progression through the incremental scale of the relevant grade is subject to satisfactory performance assessed on an annual basis. The Council does not pay bonus or performance related pay to any of its staff.

10.2 Additions to Salary of Chief Officers

Chief Officers are remunerated in accordance with their contracts of employment, which provide for a four point incremental salary scale, pension contributions, professional fees and relevant telephone allowances.

Where Chief Officers (and all other employees) use their private vehicles on Council business, the Council pays a standard mileage rate of 45 pence per mile. The Council also reimburses any other reasonable expenses, incurred by the Chief Officer on behalf of the Council whilst on Council business, on production of receipts and in accordance with JNC conditions and other local conditions.

In addition to the above, the Chief Officers who undertake the following roles receive an additional allowance of 10% of basic salary:

- Deputy Chief Executive
- JNC Heads of Service fulfilling a statutory role

The Officer acting as Returning Officer receives remuneration for duties undertaken in respect of elections. Fees for local elections were agreed by the Policy and Review Committee in April 1999. Fees for non-local elections are set by the Cabinet Office or Welsh Government over which the Council

has no jurisdiction. The Officer acting as Returning Officer is personally liable for running elections.

The Council does not apply any bonuses or performance related pay to its Chief Officers.

10.3 Changes to Chief Officer Remuneration

Any determination of the level or changes to the level or remuneration to be paid to a Chief Officer will be determined by Full Council in line with the requirements of the Local Authorities (Standing Orders) (Wales) Regulations (Amendment) Regulations 2014.

The Council employs Chief Officers under JNC terms and conditions which are incorporated into individual contracts of employment. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC determined pay rises and this council will therefore pay these as and when determined in accordance with current contractual requirements.

11.0 INDEPENDENT REMUNERATION PANEL

- 11.1** Section 143A of the Local Government (Wales) Measure 2011 refers to the Independent Remuneration Panel in Wales (“the IRP”) and sets out their functions in relation to salaries of heads of paid service. The IRP may make recommendations about any policy in this Pay Policy Statement which relates to the salary of the Council’s head of paid service and any proposed change to the salary of the Council’s Head of Paid Service. The Council, will, as required, consult the IRP in relation to any change to the salary of the head of paid service which is not commensurate with a change of the salaries of the Council’s other staff, and will have regard to any recommendation received from the IRP when deciding whether or not to proceed with making the change.
- 11.2** The Council is required to identify in this pay policy statement whether any such referral has been made to the IRP, and if so, the nature of the referral, the IRP’s decision and the Council’s response. The Council has not made any such referral to the IRP.
- 11.3** An authority which chooses not to follow the advice of the Panel may become subject to a Ministerial direction to reconsider their position. The Act also provides that authorities will be able to reduce (but not increase) the salary

payable to their head of paid service in advance of a recommendation from the IRP, so long as the contract under which the salary is payable does not prevent the authority from changing the salary after receiving a recommendation.

- 11.4** The Local Government (Wales) Act 2015 temporarily extends the power of the IRP, under section 143A of the Local Government (Wales) Measure 2011 to cover salaries payable to chief officers (using the Localism Act definition) as well as the head of paid service.

12.0 RECRUITMENT

- 12.1** The Council's policy and procedures with regard to recruitment of staff is set out within the Council's Constitution. When recruiting to all posts the Council will take full and proper account of its Equality and Diversity, Recruitment and Redeployment Policies.

12.2 Recruitment and Appointment of Chief Officers

The Council's policy and procedures in relation to the recruitment of Chief Officers is set out within Table 3 of Part 3 (Responsibility for Functions) of the Council's Constitution. The Council when recruiting to all posts, will take full and proper account of its own Recruitment and Selection Policy and procedures, and any other relevant policy) (For example, Redeployment; Disclosure & Barring Scheme; Welsh Language Standards/Skills Strategy; Equality & Diversity policies).

The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the authority's pay structure and relevant policies in place at the point of recruitment.

Where the Council remains unable to recruit Chief Officers under a contract of employment or there is a need for interim support to provide cover for a vacant substantive Chief Officer post, the Council will, where necessary, consider temporary internal acting up arrangements in line with the Council's Payment of Acting Up and Honoraria Policy or external interim appointments. Internal acting up arrangements can be appointed up to a maximum of 12 months in line with the Standing Order Regulations.

12.3 Joint Appointments

The White Paper 'Reforming Local Government: Power to Local People' is the Welsh Government's statement of intent about the future of Local Government in Wales. The White Paper sets out the Welsh Government's proposals for reform in the following fields: local democracy, the roles and remuneration of Elected Members and senior officers, community governance and Community

Councils, community rights, corporate improvement, service performance, scrutiny, audit, inspection and regulation, and finance.

One of the main themes is the importance of working collaboratively, therefore when senior vacancies arise, including at Chief Officer level, the views of elected members will be sought as to whether consideration of a joint appointment would be appropriate. If members are supportive, discussions will take place with partners and neighbouring authorities to determine whether the post can be reconfigured as a joint appointment, instead of automatically being filled on a like for like basis.

If a decision is made to progress with a joint appointment, both partners will need to reach agreement on the job profile, salary and overall remuneration package of the post, together with the proportion that each party will fund. Where the Council will be the employer of the joint appointee, the determination of the salary and other pay arrangements will be in accordance with the Pay Policy.

Any Chief Officer appointment will be made in accordance with the Constitution.

13.0 TERMINATION OF EMPLOYMENT

13.1 Payments on Termination

The Council's approach to statutory and discretionary payments on termination of employment of employees, prior to reaching normal retirement age, is set out within its Discretionary Compensation Policy statement. This discretionary policy was agreed by County Council on 9th August 2014, in accordance with Local Government Pension Regulations and is attached at Appendix F.

Any other payments falling outside the provisions or the relevant periods of contractual notice shall be subject to a formal decision made in accordance with the Scheme of Delegation as contained within the Council's Constitution.

The Council operates a Severance Scheme to all its employees, payments under which are authorized in accordance with the above discretionary policy. Our current Severance Scheme is attached at Appendix G.

The Authority will comply with the Welsh Government's guidance that full Council should be given the opportunity to vote before large severance packages beyond a particular threshold are approved for Chief Officers leaving the organisation. The guidance states *that "as with salaries on appointment, the Welsh Ministers consider £100,000 is the right level for that threshold to be set. Members must be made aware of any statutory or contractual entitlements due to the employee and the consequences of a non-approval by Council, in which failure to fulfil the statutory or contractual*

obligations may enable the employee to claim damages for breach of contract”.

When calculating the value of a severance package, the following payments will be included:

- a. Salary paid in lieu of notice
- b. Lump sum redundancy/severance payment
- c. Cost to the Council of the strain on the pension fund arising from early access to an unreduced pension.

Chief Officers' and all other eligible Council Employees are permitted to take flexible retirement in accordance with the provisions of the Local Government Pension Scheme and the Council's Flexible Retirement Scheme

13.2 Re-employment with the Council

Employees who voluntarily leave the Council's employment under the Council's Severance Scheme cannot be re-employed in any capacity including on a casual basis, until at least 1 year has elapsed. Under no circumstances should an employee be re-appointed into the same or similar job to the one in which s/he was employed at the time of leaving. All such appointments should be made via the usual Authority's recruitment procedures.

However, in exceptional circumstances only employees may be re-employed by the Council prior to 1 year, subject to the agreement of the Chief Executive and Leader of the Council. In approving a re-employment the Authority will need to be satisfied that:

- the employee is not being re-employed in a role or capacity, which is broadly similar to the role from which they left voluntarily;
- the rate of pay applied to the work undertaken by the re-engaged employee should be that appropriate to the work to be done and not the grading which applied to the employee prior to the end of their current contract;
- the employment should be for a fixed term, not exceeding one year, unless there are exceptional circumstances; and
- the arrangement must provide financial / operational advantage to the Council.

This will be operated entirely at the Council's discretion and the decision in respect of each application would be final.

14.0 PAY RELATIVITIES WITHIN THE COUNCIL

14.1 Lowest Paid Employees

The Council's definition of lowest paid persons for the purposes of this statement is:

- those employed under a contract of employment with the Council who are employed on full time 37 hours equivalent salaries; and
- whose total remuneration is equivalent to Spinal Column Point (SCP) 9 of the nationally negotiated pay spine used within the Council's local grading structure.

This definition is adopted to correlate with the National Joint Council (NJC) for Local Government Services recognition of lower paid employees within the national pay spine.

14.2 The relationship between the rate of pay for the "lowest paid" employees and the Council's Chief Officers is regulated by the processes used for determining pay and grading structures as set out in this Pay Policy Statement.

14.3 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton "Review of Fair Pay in the Public Sector" (2010).

14.4 Will Hutton was asked by the UK Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organization. Hutton concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between the highest rate of pay and the median average pay of the whole of the Council's workforce (but excluding teachers and other employees appointed and managed by schools, in the case of local authorities).

The relationship between the rate of pay for the lowest paid and chief officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.

As part of its commitment to pay transparency, and following the recommendations of the Hutton "Review of Fair Pay in the Public Sector" (2011), the Council will publish the following information on an annual basis:

- The multiple between the annual salary of the lowest paid Council employee and the Chief Executive (full-time equivalent basis) as a ratio
- The multiple between the annual salary of the lowest paid Council employee and the average Chief Officer (full-time equivalent basis) as a ratio
- The multiple between median earning of Council employees and the Chief Executive (fulltime equivalent basis) as a ratio

- The multiple between median earning of Council employees and the average Chief Officer (full-time equivalent basis) as a ratio

The information for **2016-2017** is as follows

Multiple of Salary	Ratio
• the multiple between the annual salary of the lowest paid Council employee and the Chief Executive (full-time equivalent basis) as a ratio	11.34:1
• the multiple between the annual salary of the lowest paid Council employee and the average Chief Officer (full-time equivalent basis) as a ratio	6.55:1
• the multiple between median earning of Council employees and the Chief Executive (full-time equivalent basis) as a ratio	9.49:1
• the multiple between median earning of Council employees and the average Chief Officer (full-time equivalent basis) as a ratio	5.48:1

15.0 ACCOUNTABILITY AND DECISION MAKING

In accordance with the Constitution of the Council the Executive are responsible for decision making in terms of pay, terms and conditions and severance arrangements in relation to employees of the Council. The Council has agreed that a politically balanced Pay Policy Advisory Panel be established to consider the Council's Pay Policy prior to its submission to County Council for approval.

16.0 PUBLICATION

Upon approval by the full Council, this Pay Policy statement will be published on the Council's website.

In addition, for posts where the full time equivalent pay is at least £60,000 per annum, as required under the Accounts and Audit (Wales) (Amendment) Regulations 2010, the Council's Annual Statement of Accounts will include a note setting out the total amount of:

- a) salary, fees or allowances paid to or receivable by the person in the current and previous year;
- b) any bonuses so paid or receivable by the person in the current and previous year;
- c) any sums payable by way of expenses allowance that are chargeable to UK income tax;
- d) any compensation for loss of employment and any other payments connected with termination;
- e) any benefits received that do not fall within the above

The authority will present this statement to full council before it is formally adopted and before the end of each financial year, i.e. 31 March.

If you require this information in an alternative format (for example large print), please contact People Management on Ext: 6184 or email:

PMBusinessSupportUnit@carmarthenshire.gov.uk

APPENDIX A

Pay Scales 1st April 2016 to 31st March 2017

Grade Structure			BASIC ONLY			BASIC + 8%		BASIC + 4%	
			Spinal Point	Apr-16 Salary(£')	Apr-16 Hrly Rate	Apr-16 Salary(£'s)	Apr-16 Hrly Rate	Apr-16 Salary(£'s)	Apr-16 Hrly Rate
			7						
			8						
		Grade A	9	14,216	7.3685	15,353	7.9579	14,785	7.6635
		Grade B	10	14,481	7.5059	15,639	8.1061	15,060	7.8060
Grade C			11	15,359	7.9610	16,588	8.5980	15,973	8.2792
			12	15,678	8.1263	16,932	8.7763	16,305	8.4513
			13	16,100	8.3451	17,388	9.0127	16,744	8.6789
			14	16,393	8.4969	17,704	9.1765	17,049	8.8369
	Grade D		15	16,738	8.6757	18,077	9.3698	17,408	9.0230
			16	17,139	8.8836	18,510	9.5942	17,825	9.2392
			17	17,546	9.0946	18,950	9.8223	18,248	9.4584
Grade E			18	17,891	9.2734	19,322	10.0151	18,607	9.6445
			19	18,560	9.6201	20,045	10.3899	19,302	10.0047
			20	19,238	9.9716	20,777	10.7693	20,008	10.3707
			21	19,939	10.3349	21,534	11.1616	20,737	10.7485
	Grade F		22	20,456	10.6029	22,092	11.4509	21,274	11.0269
			23	21,057	10.9144	22,742	11.7878	21,899	11.3508
			24	21,745	11.2710	23,485	12.1729	22,615	11.7220
			25	22,434	11.6281	24,229	12.5585	23,331	12.0931
Grade G			26	23,166	12.0076	25,019	12.9680	24,093	12.4880
			27	23,935	12.4061	25,850	13.3987	24,892	12.9022
			28	24,717	12.8115	26,694	13.8362	25,706	13.3241
			29	25,694	13.3179	27,750	14.3836	26,722	13.8507
	Grade H		30	26,556	13.7647	28,680	14.8656	27,618	14.3151
			31	27,394	14.1990	29,586	15.3352	28,490	14.7671
			32	28,203	14.6184	30,459	15.7877	29,331	15.2030
			33	29,033	15.0486	31,356	16.2526	30,194	15.6504
Grade I			34	29,854	15.4741	32,242	16.7119	31,048	16.0930
			35	30,480	15.7986	32,918	17.0623	31,699	16.4304
			36	31,288	16.2174	33,791	17.5148	32,540	16.8663
			37	32,164	16.6715	34,737	18.0051	33,451	17.3385
	Grade J		38	33,106	17.1597	35,754	18.5322	34,430	17.8460
			39	34,196	17.7247	36,932	19.1428	35,564	18.4338
			40	35,093	18.1896	37,900	19.6446	36,497	18.9174
			41	36,019	18.6696	38,901	20.1634	37,460	19.4165
Grade K			42	36,937	19.1454	39,892	20.6771	38,414	19.9110
			43	37,858	19.6228	40,887	21.1928	39,372	20.4076
			44	38,789	20.1054	41,892	21.7137	40,341	20.9098
			45	39,660	20.5568	42,833	22.2015	41,246	21.3789

		46	40,619	21.0539	43,869	22.7385	42,244	21.8962
	Grade L	47	41,551	21.5370	44,875	23.2599	43,213	22.3984
		48	42,474	22.0154	45,872	23.7767	44,173	22.8960
		49	43,387	22.4886	46,858	24.2877	45,122	23.3879
		50	44,265	22.9437	47,806	24.7791	46,036	23.8617
Grade M		51	45,180	23.4180	48,794	25.2912	46,987	24.3546
		52	46,071	23.8798	49,757	25.7904	47,914	24.8351
		53	46,966	24.3437	50,723	26.2911	48,845	25.3177
Grade N		54	48,733	25.2596	52,632	27.2806	50,682	26.2698
		55	51,237	26.5575	55,336	28.6821	53,286	27.6195
		56	53,730	27.8497	58,028	30.0775	55,879	28.9636
		57	56,229	29.1450	60,727	31.4764	58,478	30.3107
Snr Mgr		58	60,428	32.3214	65,262	33.8270	62,845	32.5742
		59	63,528	32.9282	68,610	35.5624	66,069	34.2453
		60	66,788	34.6180	72,131	37.3874	69,460	36.0030
		61	70,214	36.3938	75,831	39.3052	73,023	37.8498

APPENDIX B

Chief Executive

£	Incremental Point
169,841	4
166,621	3
163,407	2
157,625	1

Directors

£	Incremental Point
121,957	4
119,847	3
117,697	2
113,389	1

Assistant Chief Executive

£	Incremental Point
101,898	4
101,228	3
99,540	2
96,160	1

Heads of Service (1)

£	Incremental Point
89,811	4
88,406	3
87,005	2
84,200	1

APPENDIX C

Recruitment of Chief Executive and Chief Officers Officer

Officer Employment Procedure Rules

1. These Rules are designed to conform with the requirements of the Local Authorities (Standing Orders) (Wales) Regulations 2006 (“the Regulations”) as amended by the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014 (“the Amending Regulations”). Some of the Rules are also locally determined but in the event of any conflict with the Regulations, the latter shall prevail. The Rules covered by the Regulations cannot be amended other than by legislation. These Rules need to be read in conjunction with the full Regulations and Amending Regulations, copies of which are available from Legal Services.

In these Rules, the following terms have the meaning prescribed by the Regulations:

- (a) “Chief Officer” means the Head of its Paid Service ; a statutory Chief Officer in paragraph (a), (c) or (d) of Section 2(6) of the Local Government and Housing Act 1989 (“the 1989 Act”); a non-statutory Chief Officer within the meaning of Section 2(7) of the 1989 Act above; the Monitoring Officer and Head of Democratic Services; and any reference to an appointment or purported appointment of a Chief Officer includes a reference to the engagement or purported engagement of such an Officer under a contract of employment.
- (b) “Head of Paid Service” means the officer designated under Section 4(1) of the 1989 Act.
- (c) “Chief Finance Officer” means the officer having responsibility for the purposes of Section 151 of the Local Government Act 1972.
- (d) “Monitoring Officer” means the officer designated under Section 5(1) of the 1989 Act.
- (e) “Head of Democratic Service” means the officer designated under Section 8 of the Local Government (Wales) Measure 2011.
- (f) “Deputy Chief Officer” means a person within the meaning of Section 2(8) of the 1989 Act.
- (g) “disciplinary action” in relation to a member of staff of the Council means any action occasioned by alleged misconduct which, if proved, would, according to the usual practice of the Council, be recorded on the member of staff’s personal file, and includes any proposal for dismissal of a member of staff for

any reason other than redundancy, permanent ill-health or infirmity of mind or body, but does not include failure to renew a contract of employment for a fixed term. ¹

- (h) "member of staff" means a person appointed to or holding a paid office or employment, under the Council.
- (i) "remuneration" has the same meaning as in Section 43(43) of the Localism Act 2011

2. Recruitment of Chief Officers

2.1. Where the Council propose to appoint a Chief Officer within the terms of the Regulations and the remuneration which it proposes to pay to the Chief Officer is £100,000 or more per annum it shall take the steps set out in paragraph 2.2.3.

2.2. Where the Council proposes to appoint a Chief Officer and where it is not proposed to pay to the Chief Officer the remuneration mentioned in paragraph 2.1. and it is not proposed that the appointment be made exclusively from among its existing officers it shall take the steps set out in paragraph 2.2.3.

2.2.3. The Council shall:-

- (a) draw up a statement specifying —
 - (i) the duties of the officer concerned, and
 - (ii) any qualifications or qualities to be sought in the person to be appointed
- (b) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it and
- (c) make arrangements for a copy of the statement mentioned in paragraph (a) to be sent to any person on request.

2.2.4. The requirement to advertise contained in paragraph 2.2.3. (b) does not apply where the proposed appointment under paragraph 2.1. is for a period of no longer than twelve months.

¹ This definition derives from Regulation 2 of the Regulations

APPENDIX D

EDUCATIONAL IMPROVEMENT PROFESSIONALS (EIPs)

Spine Point Salary from 1.4.16 (1% CCC increase)

Spine Point	1.3.15
1	33729.00
2	34938.00
3	36078.00
4	37234.00
5	38383.00
6	39533.00
7	40741.00
8	* 41902.00
9	43256.00
10	44463.00
11	45655.00
12	46809.00
13	** 48116.00
14	49280.00
15	50567.00
16	51731.00
17	52897.00
18	54042.00
19	55223.00
20	*** 55833.00
21	57005.00
22	58027.00
23	59152.00
24	60160.00
25	61239.00
26	62291.00
27	63367.00
28	64457.00
29	65551.00
30	66643.00
31	67725.00
32	68824.00
33	69924.00
34	71050.00
35	72173.00
36	73329.00
37	74465.00
38	75615.00
39	76748.00
40	77880.00
41	79019.00
42	80156.00

43		81293.00
44		82435.00
45		83574.00
46		84715.00
47		85860.00
<hr/>		
48	****	86995.00
49	****	88135.00
50	****	89275.00

Notes:

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

* normal minimum point for EIP undertaking the full range of duties at this level

** normal minimum point for senior EIP undertaking the full range of duties at this level

*** normal minimum point for leading EIP undertaking the full range of duties at this level

**** extension to range to accommodate structured professional assessments.

EDUCATIONAL PSYCHOLOGISTS

EDUCATIONAL PSYCHOLOGISTS - SCALE

A

Spine Point		Salary from 1.4.16
1		35377.00
2		37173.00
3		38968.00
4		40764.00
5		42558.00
6		44354.00
7		46044.00
8		47734.00
9	*	49317.00
10	*	50902.00
11	*	52380.00

Notes
: Salary scales to consist of six consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff
* Extension to scale to accommodate structured professional assessment points

SENIOR & PRINCIPAL EDUCATIONAL PSYCHOLOGISTS - SCALE B

Spine	Salary
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point		from 1.4.16
1		44353.00
2		46044.00
3	*	47734.00
4		49317.00
5		50902.00
6		52380.00
7		52987.00
8		54120.00
9		55243.00
10		56386.00
11		57506.00
12		58649.00
13		59811.00
14	**	60933.00
15	**	62110.00
16	**	63275.00
17	**	64448.00
18	**	65620.00

Notes
: Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff

* Normal minimum point for the Principal Educational Psychologist undertaking the full range of duties at this level

** Extension to range to accommodate discretionary scale points and structured professional assessments

TRAINEE EDUCATIONAL PSYCHOLOGISTS

Spine point	Salary from 1.4.16
1	22728.00
2	24393.00
3	26054.00
4	27718.00
5	29381.00
6	31044.00

ASSISTANT EDUCATIONAL PSYCHOLOGISTS

Spine point	Salary from 1.4.16
1	27939.00
2	29080.00
3	30221.00
4	31355.00

YOUNG PEOPLE'S/COMMUNITY SERVICE MANAGERS SPINE
(formerly known as Youth and Community Service Officers spine)

Spine point	Salary from 1.4.16
1	34983.00
2	36128.00
3	37272.00
4	38440.00
5	39626.00
6	40784.00
7	41969.00
8	43314.00
9	44056.00
10	45202.00
11	46342.00
12	47483.00
13	48616.00
14	49762.00
15	50908.00
16	52057.00
17	53213.00
18	54360.00
19	55502.00
20	56668.00
21	57857.00
22	59072.00
23	60312.00
24	61579.00

Notes: The minimum YPCSM scale is 4 points

Other salary scales to consist of not more than four consecutive points based on the duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

* normal minimum point for Senior YPCSM undertaking the full range of duties at this level (see paragraph 5.6 of the Soulbury Report)

** normal minimum point for the Principal YPCSM undertaking the full range of duties at this level (see paragraph 5.8 of the Soulbury Report)

*** Extension to range to accommodate discretionary scale points and structured professional assessments

APPENDIX E

**Youth and Community Support Worker
Range (1% CCC 1.4.16)**

Pay Points	w.e.f 1.4.16		
1	14284.00		
2	14880.00		
3	15477.00		
4	16076.00		
5	16674.00		
6	17271.00		
7	17874.00	Professional Range	
8	18474.00		
9	19237.00		
10	19832.00	Pay Points	w.e.f 1.4.16
11	20797.00	11	20797.00
12	21740.00	12	21740.00
13	22714.00	13	22714.00
14	23720.00	14	23720.00
15	24408.00	15	24408.00
16	25124.00	16	25124.00
17	25830.00	17	25830.00
		18	26542.00
		19	27245.00
		20	27950.00
		21	28746.00

22	29646.00
23	30521.00
24	31402.00
25	32288.00
26	33175.00
27	34063.00
28	34959.00
29	35851.00
30	36741.00

Professional / Full-time Staff

Support Worker	10-13	YOUTH1
Youth Worker	14-15(Bar)16-17	YOUTH2
Project Staff (Streets, Dr Mz)	17-20	YOUTH3

Sessional Staff

Support Worker 1	3-4(Bar)5-6	YOUTH4
Support Worker 2	6-7(Bar)8-9	YOUTH5
Leader	12(Bar)13-15	YOUTH6

APPENDIX F

PAYMENT OF ACTING UP AND HONORARIA POLICY

INTRODUCTION

The purpose of this policy is to set out the principles under which additional payments should be made to employees who temporarily undertake additional duties and responsibilities. The opportunity to do this can provide an employee with a valuable opportunity to develop their skills and gain experience, in preparation for possible future promotion. For this reason the selection process for acting up needs to be transparent, fair and in keeping particularly with the Council's Equality and Diversity Policy, Recruitment and Selection Policy and Secondment Policy. Employees are entitled to be fairly rewarded, on the basis outlined below, for being asked to undertake additional responsibilities which are above and beyond the scope of the grade of their post.

SCOPE

This procedure covers all employees including centrally employed school staff except centrally employed teachers and staff on the complement of locally managed schools.

ACTING UP ALLOWANCES

Acting up allowance is payable only where an employee is authorised to take on the full duties and responsibilities of a higher graded post. Payment will be made from Day 1 / Shift 1 of the acting up period where the full duties of the higher-graded post are being carried out. This may occur as a result of:

- Temporarily filling a post until a substantive appointment can be made
- Filling a key post while another employee is on maternity leave
- Filling a key post to cover long term sickness absence
- Filling posts due to other temporary extended leave arrangements e.g. secondments.

Payment should be based on the salary which would apply were the officer to be promoted to the higher level post, which would normally be the bottom point of the higher grade.

Authorisation of acting up allowances

Where a manager believes that payment of an acting up allowance is appropriate they should seek the authorisation of their Director and the Assistant Chief Executive (People Management and Performance) or their Principal HR Officer to check that the conditions outlined above have been met. A change of circumstances form should then be completed and the employee asked to sign it, wherever possible, to indicate their acceptance of the change. The form should also indicate an end date for the payment of the allowance if known, or the circumstances on which the allowance is likely to end, e.g. when a certain employee returns from sick leave.

The exception to this authorisation process is where health & safety requirements or minimum staffing levels for supervision are necessary to ensure safe service delivery, eg. in a residential or home care setting, refuse rounds, school catering service. In such circumstances the operational manager can authorise on a daily basis, as appropriate.

Timescale

Wherever possible the likely duration of the period of acting up should be indicated before it commences. If this is not possible, the arrangements should be regularly reviewed. It must be remembered that acting up is a temporary arrangement and in no circumstances should be allowed to exceed 12 months.

Subsequent promotion to the higher grade

If an employee is subsequently promoted to the higher grade, periods of acting up will be taken into account when deciding the point on the salary scale on which they are appointed.

Selection process for acting up

If there is a deputy to the temporarily vacant position, i.e. as clearly outlined within their existing role profile, then that employee should be asked to act up. If there is no clearly identified deputy then the manager should bring the opportunity to the attention of all eligible employees within the division/department. If it is unclear who should be classified as eligible the advice of the Departmental Human Resources Officer should be sought. If the manager wishes to reach a wider pool of employees or has been unsuccessful in identifying a suitable candidate from within their own division/department, the acting up opportunity will be advertised internally as a secondment opportunity. However, it should be noted that the secondment of an employee from another department can only take place with the agreement of the manager of the department concerned and this should be made clear on the advert.

Suitability of all candidates should be assessed against the role profile and person specification for the post.

In the case of there being more than one potentially suitable candidate, competitive interviews should be held. In the case of extended acting up, managers should consider the post being covered by several employees in turn, in order to share the opportunity to gain experience.

Covering the workload of the person acting up

Options for this include: redistributing his/her duties, appointing a temporary employee, looking for another employee to act up or second into their post. These options should be discussed with the Departmental Human Resources Officer.

Employees on protected salaries

Employees who are on protected salaries who undertake duties of a higher grade than their evaluated grade, but not higher than their protected salary are not entitled to receive any additional remuneration. They should still be encouraged to undertake the opportunity of acting up as part of their development to assist them in improving their promotion prospects.

Ending the acting up arrangements

Performance in the acting up position should be regularly reviewed in conjunction with the employee who may need additional training and support, and in line with the Council's Helping People to Perform appraisal process. If concerns regarding performance do arise then these should be discussed before the decision is taken to end the acting up arrangement.

At least one week's notice of the end of the acting up period should be given and a further change of circumstance form needs to be completed by the manager to ensure that payment for acting up is ended. Settling back in to their original role can be difficult for an employee and managers need to be sensitive to potential problems in this respect. There is no automatic right to the substantive post for employees who have acted up. However, employees who have acted up in a post who are not subsequently appointed following competitive interviews must receive constructive feedback as to why they were not successful.

This is with the exception of acting up arrangements due to health & safety and/or minimum staffing requirements which can be reviewed on a daily basis by the operating manager.

PAYMENT OF HONORARIA

In many cases the absence of a senior officer means that their duties are shared across a number of other individuals, in particular the line manager of the absent employee may be required to "act down" and undertake the absent officer's managerial responsibilities. Payment of an honorarium is only appropriate where additional responsibilities of a higher grade have been undertaken, not simply an increase in the volume of work. Payment will be made only when those additional duties have been carried out for a minimum of 28 days.

Onerous duties

In exceptional circumstances e.g. severe weather, there may be occasions where employees undertake duties which are particularly onerous and which may justify a "one off" payment of honoraria. Authorisation of payments in the case of "onerous duties" can only be given by the collective approval of the Corporate Management Team.

Authorisation of payment of honoraria

Payment will be allowed for temporary additional responsibility over and above the graded post. Payment will be based on the difference between the substantive grade and the grade of new duties being undertaken. These additional responsibilities **must** be assessed by the Job Evaluation Manager or their nominated representative prior to approval being sought. Once evaluation has been undertaken Heads of Service are responsible for seeking the authorisation of their Director and the Assistant Chief Executive (People Management and Performance) or nominated Principal HR Officer to their proposal.

Once the payment and duration has been authorised the outcome should be discussed with the employee as soon as possible by the line manager and confirmed in writing.

AWARENESS OF COST IMPLICATIONS

In principle, acting up allowances and honoraria should be funded from individual cost centres' staffing budgets and therefore managers are reminded to be aware of the financial implications of any decisions in relation to how they cover for employee absences. In particular they should consult the accountant for their division before making any decisions as costs should be met from existing staffing budgets. In exceptional circumstances then a case for additional funding may be made to the Corporate Management Team.

COMPLAINTS BY EMPLOYEES

The fair application of the above policy is designed to avoid complaints by employees in respect of acting up arrangements and honorarium payments. However, where an employee has a complaint they should first seek to resolve the matter informally by discussing it with their line manager, in keeping with the Council's Grievance Procedure. The advice of the Departmental Human Resources Officer should be sought at an early stage in these circumstances in order to avoid any ongoing disagreement.

ENSURING EQUALITY OF TREATMENT

This guidance must be applied consistently to all employees irrespective of race, colour, nationality (including citizenship), ethnic or national origins, language, disability, religion, belief or non belief, age, gender, gender reassignment, sexual orientation, parental or marital status, pregnancy or maternity.

APPENDIX G

MARKET SUPPLEMENT SCHEME

1. Purpose of scheme

The use of a Job Evaluation scheme allows for the creation of a fair and equitable pay structure which ensures rates of pay are based on robust criteria across the organisation. However, the resulting rates of pay may not necessarily reflect the value of jobs in the wider external market place.

This market supplement scheme has been developed to recognise that there may be times when specific skills and experiences are in short supply. Use of market supplement payments is one way of ensuring we secure sufficient employees with the required skills to safeguard the provision of these services.

A key purpose of the scheme is to ensure that any market supplements are paid fairly and consistently to avoid the risk of non-compliance with equal pay legislation. There would need to be clear evidence that the basic rate of pay being paid by Carmarthenshire County Council for a specific job is significantly lower than the market rate for a relevant and equivalent post in a similar market and that any recruitment or retention problems are due to rates of pay.

However, the introduction of market supplements must be properly controlled in order to avoid the creation of potentially unlawful pay disparities and Equal Pay Act risks. There are, therefore, very specific rules to the application of market supplements to ensure that they can be objectively justified.

Market Supplements must be:

- I. restricted to a limited number of jobs where there is clear evidence that the Council's own pay is significantly lower and / or demonstrably competitive to the market rate for specific jobs **and** there are enduring recruitment or retention problems.
- II. applied only where there are recruitment or retention problems in relation to a very specific role (a generic application to, for example, all social workers, could not be justified if the problems related to childcare social workers alone).
- III. designated as temporary and subject to regular review and monitoring as to outcomes.
- IV. applied to existing as well as newly recruited post-holders in the relevant job
- V. clearly identified as separate from basic pay (so that their basis is understood by the employee and they can be justified if an equal pay issue arises)
- VI. ideally paid separately from basic pay, either monthly, quarterly, half yearly or as an annual payment (whichever best serves as a recruitment and/or retention measure)

- VII. capable of being withdrawn. The contractual terms and a process for withdrawal should be clear and established.
- VIII. phased out or withdrawn if a review shows they are not consistent with the above criteria.

2. Scope of the scheme

This procedure covers all employees including centrally employed school staff except centrally employed teachers and staff on the complement of locally managed schools.

3. Use of scheme

This scheme replaces any earlier scheme operated by Carmarthenshire County Council and will be implemented alongside the new Carmarthenshire County Council pay and grading structure.

The scheme will be applied to specific posts on a temporary basis where a suitable business case is developed and approved. The scheme is not designed to reflect an individual's performance.

The scheme will be subject to periodic review to ensure it remains relevant.

4. Preparation of a market supplement business case

Before a business case is put forward for a market supplement, the Head of Service must satisfy him/herself that all non-pay related measures to successfully recruit and / or retain a staff member have been reasonably explored, including a review of the skills, qualifications and experiences required for the post.

If a market supplement is still considered appropriate, the Head of Service should develop a business case which should be submitted to the Assistant Chief Executive (People Management and Performance), or nominated representative, with evidence of failure to recruit and / or retain staff as well as evidence of pay rates for the role in other relevant organisations.

The Assistant Chief Executive (People Management and Performance) or their nominated representative, in conjunction with the and Job Evaluation team, will respond to the Head of Service to either recommend the market supplement be paid or to refuse the request.

The following information will be taken into account when making the decision whether it is appropriate to pay a market supplement.

- Evidence demonstrating the nature and extent of the recruitment / retention difficulties
- The extent of the potential impact on services if the recruitment / retention difficulties are not resolved

- The likely duration of the problem
- Evidence of pay data from the relevant comparator organisations. This may be based on local, regional or national data depending on what is relevant for the post. Ideally this data should include the whole package not just basic pay so total packages can be compared

There are a number of indicators that may suggest that there is a severe recruitment and / or retention problem within a particular Service. It is important to note that these are merely indicators; they do not mean that a post will attract a market supplement.

The indicators are as follows:-

- The post has been advertised externally on three occasions and those three attempts have resulted in failure to appoint an individual to the post.
- Information concerning turnover within a post or a group of posts within the Council.
- Information concerning the external labour market, e.g. awareness of the failure of universities to recruit students to particular courses.
- Information gained through the medium of exit questionnaires or interviews
- Any other significant retention issues.

Managers should explore alternative recruitment solutions when a post is advertised for the second and third time; managers must not advertise the post three times without reviewing the documentation and methods used. At the same time, a manager does not have to advertise a post on three separate occasions if there is substantial evidence from other sources of information that there may be a case of paying a market supplement.

5. Funding

The payment of market supplements will be funded by the division in which the post lies. If the post is cross-divisional then the cost will be shared by those divisions concerned.

6. Payment of market supplements

Payment will be calculated by the Assistant Chief Executive (People Management and Performance) or nominated representative in conjunction with the Job Evaluation Team. The payment will be based on the median salary for the equivalent roles, taken from an independent external salary survey.

7. Calculation of a market supplement

All supplements will be calculated as additional increments based on the evidence supplied and will be the nearest increment below the comparator salary. The payment should be set at a level that is considered will alleviate the recruitment and

retention / operational difficulties but which is not excessive and can be justified in terms of salary paid to the comparator jobs in the market.

The purpose, justification and extent of any market supplement must be transparent and records maintained to demonstrate this so that the Council can respond effectively to any challenge regarding the rationale for such a payment.

Market supplements will be identified as a separate item on payslips and do not form part of the basic pay for the post. They will be subject to tax, NI and pension contributions in the normal way.

Market supplements will be taken into account for overtime calculations and any other enhancements / allowances.

8. Duration and Review of payments

The duration of the payment will be determined at the outset based upon how long the recruitment difficulties are likely to continue and will be confirmed in writing to the employee. The initial supplement payment period will be for a maximum of 12 months.

The market supplement will be reviewed at least every 12 months or earlier if necessary. If the departmental manager believes the market supplement needs to continue they will need to provide a new business case, containing up to date information, at each review. This business case will be considered by the Assistant Chief Executive (PMP) or nominated representative along with any other relevant information.

Where the business case to support the continued payment is no longer relevant and sustainable the supplement shall be withdrawn and contractual notice given to the postholder(s) in writing.

Where the decision to withdraw a market supplement is made, this will apply to all posts within the same job group (e.g. all Social Workers within Children's Services) and their postholders simultaneously.

There are a number of situations which may trigger a withdrawal of market supplement payment and these include:-

- Job group no longer has any vacancies
- Posts can be filled after first advertisement
- Turnover has reduced to an acceptable level
- Market research shows there is no longer any justification for the payment

This list is not exclusive.

9. Management of the scheme

The scheme and all payments made under it will be monitored and reviewed annually and the outcome reported to the Assistant Chief Executive (PMP) or their nominated representative and the relevant departmental director(s).

Vacancies should be advertised in the usual way, denoting the grade and salary for the post. The market supplement should be quoted as a separate figure, as follows:-

Salary £XX,XXX to £XX,XXX (plus additional market supplement up to a maximum of £xxx where appropriate).

10. Interpretation

Any matters of interpretation arising from the scheme are to be determined by the Assistant Chief Executive (People Management and Performance).

11. Ensuring equality of treatment

This scheme must be applied consistently to all employees irrespective of race, colour, nationality (including citizenship), ethnic or national origins, language, disability, religion, belief or non belief, age, gender, gender reassignment, sexual orientation, parental, marital or civil partnership status, pregnancy or maternity.

If you require this information in alternative format (for example large print), please contact People Management on

Ext: 6184 or email:

PMBusinessSupportUnit@cararthenshire.gov.uk

Discretionary Compensation Regulations

Discretions to be introduced on 9th August 2014

The Authority is required to publish its policy in respect of the Discretionary Compensatory Regulations under the Local Government Pension Scheme (LGPS). These discretions are subject to change, either in line with any change in regulations or by due consideration by the Authority. These provisions do not confer any contractual rights.

LGPS Regulations 2013

- The Authority has used its discretion not to contribute to a shared cost APC scheme (**Regulation 16 (2)(e) and 16 (4)(d)**).
- The Authority will consider whether all or some benefits can be paid if an employee reduces his/her hours or grade (flexible retirement). Each application will be considered on its own merits following full consideration of all financial and service delivery implications. The Authority may waive the resulting actuarial reduction on benefits paid on flexible retirement, in whole or in part, providing that appropriate supporting evidence is presented (**Regulation 30 – 6 -8**).
- The Authority may waive, in whole or in part, the actuarial reduction on benefits which a member draws before normal pension age (early retirement), providing appropriate supporting evidence is presented and full consideration of all financial and service delivery implications (**Regulation 30 – 8**).
- The Authority has used its discretion not to grant additional pension to an active member or within 6 months of ceasing to be an active member by reason of redundancy or business efficiency (**Regulation 31**)

LGPS (Transitional Provisions, Savings and Amendment) Regulation 2014

- The Authority will consider all requests to “switch on” the 85 year rule for a member drawing benefits on or after age 55 and before age 60, providing that appropriate supporting evidence is presented and full consideration of all financial and service delivery implications (**Schedule 2, para. 1(2) and 2(2)**)
- The Authority may waive, on compassionate grounds, the resulting actuarial reduction applied to benefits from pre 1 April 2014 membership, providing that appropriate supporting evidence is presented and full consideration of all financial and service delivery implications (**Schedule 2, para. 2(3)**)

LGPS (Early Termination of Employment) (Discretionary Compensation) Regulations 2006

- The Authority will base the redundancy pay at actual weeks pay where this exceeds the statutory weeks pay limit (Regulation 5).

- The calculation for redundancy pay will be based on the statutory redundancy weeks pay x 1.5. e.g. under the statutory redundancy table the maximum redundancy weeks calculation is 30 weeks, the Authority will pay up to a maximum of 45 weeks. Where an individual has reached aged 55 they will also receive release of unreduced pension benefits built up to the date of termination (Regulation 6).
- For efficiency of service retirements where an individual has reached aged 55 they will receive release of unreduced pension benefits built up to the date of termination (Regulation 6).
- Where there is a mutual agreement for the release of an individual under the Authority's Severance Scheme the Authority will use its discretion to give compensation payments based on actual salary. The discretionary payments will be based on age and service, with a multiplier to be applied of 1.5, and limited to a maximum of 45 weeks. Where an individual has reached aged 55 they will also receive release of unreduced pension benefits built up to the date of termination.
- 2 years continuous qualifying service is required to access these Compensation Arrangements.

LGPS (Benefits, Membership and Contributions) Regulations 2007

- Each request for early payment of deferred benefits on or after age 55 and before age 60 will be considered on its own merits following full consideration of all financial and service delivery issues. The Authority may waive the resulting actuarial reduction on compassionate grounds applied to deferred benefits paid early, providing that appropriate supporting evidence is presented. **(Regulation 30 - 2 and 5)**.
- The Authority has used its discretion not to augment membership for a member leaving on the grounds of redundancy or business efficiency on or before 31st March 2014 **(Regulation 12)**.
- The Authority will consider all requests to grant an application for early payment or suspended tier 3 ill health pension on or after age 55 and before age 60, providing that appropriate supporting evidence is presented and full consideration of all financial and service delivery implications. The Authority may waive, on compassionate grounds, the actuarial reduction applied to benefits paid early, providing that appropriate supporting evidence is presented. **(Regulation 30A -3 and 5)**

LGPS Regulations 1997 (as amended)

- The Authority may grant application, from a post 31.3.98 / pre 1.4.08 leaver or from a councillor, for early payment of benefits on or after age 55 and before age 60, as appropriate and in light of the circumstances relating to each case. The Authority may waive, on compassionate grounds, the actuarial reductions applied to benefits paid early for a post 31.3.98 / pre 1.4.08 leaver or a councillor leaver, as appropriate and in light of the circumstances relating to each case **(Regulation 31 – 2 and 5)**
- The Authority may grant to councillor optants out and pre 1.04.08 employee optants who continue in service, to receive a pension and lump sum from their NRD without reduction, after taking into account the circumstances relating to each case **(Regulation 31 – 7A)**

Dyfed Pension Fund Administering Authority discretions are available on www.dyfedpensionfund.org.uk. The full list of discretionary policies for Carmarthenshire County Council can also be found on this site.

If you require this information in any other format please contact your HR team on 01267 246141.

APPENDIX I

SEVERANCE SCHEME 2015-18

General Principles

1. Carmarthenshire County Council (CCC) is committed to working with employees and Trade Unions to minimise the impact of budget reductions on its services and workforce. However, over the coming years Local Government faces a difficult economic future which could result in significant budget reduction. This will inevitably affect the way we provide services and the employees who provide those services. The Severance Scheme provides financial support to employees who leave their employment early due to efficiency.

Scope

2. This scheme applies to employees of Carmarthenshire County Council who have a minimum of 2 years qualifying service, excluding staff employed by locally managed schools where the governing body will determine the policy.
3. In line with the business case approval process, any employee subject to disciplinary or capability (health or performance) triggers or procedures will be precluded from the Severance Scheme, until it can be demonstrated that due process has been followed. Managers are advised to speak to a HR Advisor prior to agreeing any provisional support for an application for release under the Severance Scheme.

The Scheme

4. The scheme will follow the principles of the Discretionary Compensatory Regulations. The Council's Policy in respect of the Discretionary Policy Regulations are subject to change, either in line with any change in regulations or by due consideration by the Authority. These provisions do not confer any contractual rights.
5. Severance payments will be made in accordance with the attached table – see Appendix 2 and will be paid through the first available payroll after the termination date.
6. Release of pension benefits will be considered for those LGPS members aged 55 or over up until 31st March 2018.
7. Voluntary severance ends the employment contract through mutual consent on an agreed date, which must take place before 1st April 2018.

Process

8. The criteria for eligibility will be as follows – each department will need to critically review the expression of interest to determine how many requests can be supported and whether business cases can be made to release these staff on an operationally and financially viable basis.
9. There is no right to these severance arrangements. The decision made by the Authority will be final therefore there is no appeals process within this scheme.
10. If you are interested in exploring the possibility of voluntary severance, please complete the enclosed expression of interest and discuss your request with your line manager.
11. Please do not contact the Pensions Section to request an estimate of your benefits, this will only be provided if the attached expression of interest form is completed and returned to your Head of Service.
12. However, some useful guidance and information can be found on the Dyfed Pension Scheme Website including an online calculator:
<https://mypensiononline.dyfedpensionfund.org.uk/altairMSSWeb/login>
13. Following receipt of all expressions of interest your Head of Service will consider each case and determine which are viable for fuller consideration. Once this exercise has been completed you will be contacted to offer you the opportunity to explore your request in more detail and to explain the implications.
14. Staff will not be committed to any expressions of interest until required to sign an acceptance form and Settlement Agreement, as appropriate, which confirm termination of employment on a date no later than 31st March 2018. Once signed the Authority is not obliged to accept any subsequent request you may make to withdraw from the agreement.
15. Employees leaving the Council's employment on the grounds of Voluntary Severance will do so on the basis of a **mutually agreed termination date, with no notice period being applicable on either side** and with **no payment in lieu** for any outstanding holidays, time off in lieu or flexi leave.
16. Employees who voluntarily leave the Council's employment under this Scheme cannot work in any capacity, including on a casual basis, until at least 1 year has elapsed. Under no circumstances should an employee be re-appointed into the same or similar job to the one in which s/he was employed at the time of leaving. All such appointments should be made via the usual Authority's recruitment procedures.

However, in exceptional circumstances an employee may be re-employed by the Council prior to 1 year, subject to the joint agreement of the Chief

Executive and Leader of the Council. In approving a re-employment the Authority will need to be satisfied that:

- the employee is not being re-employed in a role or capacity, which is broadly similar to the role from which they left voluntarily;
- the rate of pay applied to the work undertaken by the re-engaged employee should be that appropriate to the work to be done and not the grading which applied to the employee prior to the end of their current contract;
- the employment should be for a fixed term, not exceeding one year, unless there are exceptional circumstances; and
- the arrangement must provide financial / operational advantage to the Council.

This will be operated entirely at the Council's discretion and the decision in respect of each application would be final.

17. Further information can also be found via the HR Policies and Guidance pages on the intranet. If you are unable to access these pages, please contact your line manager.

18. Please contact your departmental HR Advisor should you require any further clarification in respect of the Scheme.

Ensuring Equality of Treatment

19. This policy must be applied consistently to all employees irrespective of race, colour, nationality (including citizenship), ethnic or national origins, language, disability, religion, belief or non belief, age, sex, gender reassignment, sexual orientation, parental, marital or civil partnership status, pregnancy or maternity.

20. If you have any equality and diversity concerns in relation to the application of this policy and procedure, please contact a member of the HR Team

If you require this information in an alternative format (for example large print), please contact PM, Extension 6184 or email PMBusinessSupportUnit@carmarthenshire.gov.uk

APPENDIX J

FLEXIBLE/PHASED RETIREMENT POLICY

Introduction

The Authority is committed to providing more choice and flexibility to its employees who wish to make a gradual adjustment from work into retirement, or stay in work beyond Normal Pension Age (NPA), making their transition from working life to retirement an enjoyable one.

The Authority recognises that attracting and retaining a well-trained, well-motivated, flexible and mixed age workforce, with a wide range of skills and experience, is essential to the provision of quality services.

This policy sets out how managers and employees can work together to achieve flexibility for employees approaching retirement.

In keeping with legislation, the Authority has not operated a compulsory retirement age for its employees since 1 October 2011.

Scope

This policy applies to all employees who are active members of the Local Government Pension Scheme (LGPS) but excluding support staff and teachers employed by locally managed schools where the governing body will determine the policy and unattached teachers who are not active members of the Teachers' Pension scheme.

Unattached teachers who are active members of the Teachers' Pension scheme (TPS) should refer to the section of the scheme which applies to them.

This Policy should be read in conjunction with the Authority's Discretionary Compensation Regulations.

It should also be read in conjunction with the Authority's Redeployment Policy which offers support to employees who are 'at risk' of losing their employment.

Staff who are not members of the LGPS or TPS and who wish to be considered for reduced hours working should refer to the Authority's Flexible Working Policy.

Key Points

- Flexible/phased retirement is a planned approach to retirement that involves a voluntary reduction in hours and/or move to a lower graded post and at the same time allowing access to accrued pension benefits.

- There is no automatic right for employees to work on reduced hours or grade, whilst drawing pension benefits. However, all such requests will be considered in a reasonable manner.
- It is necessary to obtain the relevant approval in line with the Authority's Retirement Business Case procedure.
- Employees who have been an active member of the LGPS/TPS for at least **2 years** or have transferred previous pension rights into the scheme, can consider the possibility of **Flexible/Phased Retirement**.
- Employees may voluntarily draw their LGPS/TPS pension benefits without a reduction on attaining Normal Pension Age (NPA).
- Employees must seek the Authority's agreement to draw their pension benefits at the earliest from the age of 55 whilst continuing to work on reduced hours or in a job on a lower salary.
- Pension benefits must be drawn, at the latest one day before reaching the age of 75.
- Guidance for LGPS members on the 85 year rule is provided at **Appendix 1**
- Guidance for TPS members on phased retirement is provided at **Appendix 2**

What is Normal Pension (NPA) Age?

The NPA for the purposes of the LGPS is the same as the State Pension Age (SPA), although there are other options to retire earlier or to continue working, within the LGPS regulations. Employees can check their state pension age by visiting the government website at: www.gov.uk/calculate-state-pension

NPA for the purposes of TPS is explained in **Appendix 2** due to changes to the scheme that will come into effect on 1st April 2015.

What is flexible/phased retirement?

Flexible/phased retirement enables employees to access their LGPS/TPS pension (actuarial reductions may apply) and phase into retirement by:

- reducing their working hours and/or
- moving to a job on a lower salary

Alternatively, employees can request to continue to work on reduced hours or grade and decide not to access any pension benefits until NPA, when there would be no actuarial reductions.

What are the benefits of having a flexible/phased retirement policy?

This is a change from retiring at a specified age to a much more flexible approach so that employees can plan, financially and socially, and make a gradual adjustment from work into retirement.

There are also benefits to the Council by retaining experienced staff with valuable skills and enabling better succession planning.

Eligibility for flexible/phased retirement

Members of the LGPS/TPS² may, from the age of 55, approach their line manager regarding an application for flexible/phased retirement. It will be important for the employee to carefully consider the proposed working pattern, any financial implications, including their pension and any effects such a request will have on the Authority and consider how the request can be accommodated.

It is also the line manager's responsibility to carefully consider an application for flexible retirement and examine how the flexible retirement application and desired working pattern can be accommodated within a particular service area or function. Where the request cannot be supported the line manager should explore alternative options with the employee which may be mutually agreeable.

Where the application can be supported the line managers must present a retirement business case which must be approved in relation to both:

- reduction in hours and/or grade; and
- early payment of the pension benefits.

The business case should include details of the impact on service delivery and the benefit to the Department as well as the individual and the associated costs. The following criteria must be satisfied:

- the employee must be employed by the Authority with a permanent contract of employment; and
- For LGPS members it is recommended that there should be a reduction in hours of at least 20% or a reduction in grade. The Authority will consider all applications taking into account all financial and service delivery issues on a case by case basis.
- For TPS members please refer to **Appendix 2**.

In all cases, including where the employee requests a gradual reduction in hours over a period of time, the business case should detail the proposed reductions in hours; the dates of the reduction and the proposed final retirement date at the outset. This is to ensure succession planning.

Where flexible retirement applications and the subsequent business case demonstrate a cost to the Authority, the business case must clearly set out the cost and service benefits of agreeing the application. It is the manager's responsibility to ensure that the business case provides all the information required.

There is no trial period for flexible retirement under the LGPS and, once it has been agreed, the decision cannot be reversed, because of the direct impact upon the pension benefits. There can be no reversal of the decision to reduce the number of hours whilst still in the same post.

² Non LGPS/TPS Members should refer to the Flexible Working Policy

For phased retirement under TPS the reduction must be for a minimum period of 12 months.

Conditions of Service

In the event of an employee reducing his/her hours in the same job, all the conditions of his/her contract of employment will be retained, pro rata part time, including recognition of continuous service for purposes of annual leave and sick pay, and for employment rights such as redundancy payments.

If the employee starts a new job, s/he will receive a new contract of employment and, provided local government service is continuous without a break, this will be recognised for purposes of annual leave and sick pay, and for employment rights, such as redundancy payments.

Financial implications of flexible/phased retirement

The annual pension and lump sum retirement grant (if applicable) are paid with effect from the date of flexible/phased retirement and Additional Voluntary Contributions (AVC's) may be accessed if the employee so chooses.

Employees taking flexible retirement may contribute to the LGPS in the new or part time job and start an additional pension that will be accessed when they finally retire. It is important to note that the new local government pension record is a separate pension accrual. This means that the previous service (relating to the pension put into payment as a result of flexible retirement) will not count as accrued service in respect of the later benefits.

Employees taking phased retirement under TPS please refer to **Appendix 2**.

Employees are responsible for obtaining their own independent financial advice as the Council is not able to provide this but the following information might be helpful:

- Flexible/phased retirement will have the effect of reducing salary and partially replacing this with pension benefits. Depending on the level of salary reduction and the amount of accrued pension benefits, the overall level of income received during the period of flexible/phased retirement, or at the eventual date of retirement from the Council, might be less than that received by continuing to work in the original contract until the LGPS/TPS normal pension age or beyond
- the pension is treated as taxable income and will, therefore, be subject to income tax deductions, in the same way as salaries
- on reaching state pension age, employees might become entitled to state pension benefits over and above their LGPS/TPS pension benefits. Employees are advised to seek advice from the relevant government department

Pension reduction & implications

The amount of pension benefits awarded under flexible/phased retirement is calculated in the same way as for voluntary early retirement (LGPS) or actuarially adjusted benefits (TPS). Pension benefits will be subject to a reduction if they are drawn before the LGPS/TPS deemed NPA.

The employee may remain in the pension scheme and accrue a second pension (LGPS) or continue to accrue additional pensionable service (TPS) based on the reduced hours/grade. These benefits will become payable without actuarial reduction at NPA, or anytime thereafter should the employee choose to remain working beyond NPA, but must be accessed at least 1 day before the member's 75th birthday. The employee will be covered for all pension benefits such as ill health retirement and death in service. They can also purchase Additional Pension Contributions or pay Additional Voluntary Contributions.

Waiving the pension reduction

The LGPS regulations allow employers the discretion to waive the pension reduction. This will only be possible in **exceptional circumstances** in accordance with the Authority's Discretionary Policies. Managers must seek advice from the HR team before proceeding with any flexible retirement application where it is proposed that the Authority bears the cost of the pension reduction and the reasons for doing so must be set out clearly within the Business Case.

In the event that the Authority agrees to waive the pension reduction and the flexible retirement application is approved, should the employee subsequently submit his/her resignation; voluntarily increase his/her hours of work or applies for another job within the Authority prior to the agreed retirement date, the Authority reserves the right to recover from the employee the full cost of the actuarial strain incurred.

Flexible Retirement Applications Procedure

Applications will be processed as follows:

- individuals can review current pension information via Pension online via www.dyfedpensionfund.org.uk or www.teacherspensions.co.uk
- the employee makes a formal request in writing to his/her line manager outlining the reduction in hours or grade requested and proposed dates
- the line manager arranges a mutually convenient time to discuss the application with the employee
- the line manager will confirm if the application can be supported subject to the approval of the Flexible Retirement Business Case
- the line manager will contact the HR Team to obtain pension figures for the business case and to provide actual figures for individual request
- The individual will confirm with his/her line manager if s/he wishes to proceed with the application

- the line manager completes the Flexible Retirement Business Case and submits for approval to his/her Head of Service or Director in accordance with the Retirement Business Case Guidelines

Once approved

- for reduced working hours: the line manager must confirm the variation in working hours and commencement date to the HR Support Team
- for a reduction in grade: the employee should apply for suitable vacancies in accordance with the Authority's Recruitment and Selection policy or if eligible, the Redeployment Policy where the employee is deemed 'at risk. Once successful in being offered/redeployed in an alternative post, the employee should seek confirmation of the pension benefits payable. If the employee wishes to proceed with the application final approval must be sought from the existing Head of Service who will be required to finalise the Flexible Retirement Business Case for approval in accordance with agreed procedures

Flexible/Phased Retirement is discretionary on the part of the Council and therefore there is no right of appeal where an application is not approved.

However, where an application cannot be supported the line manager should seek advice from the HR Team in advance of confirmation to the employee to ensure that the case has been reasonably considered and to explore any alternative solutions

Ensuring Equality of Treatment

This policy must be applied consistently to all employees irrespective of race, colour, nationality (including citizenship), ethnic or national origins, language, disability, religion, belief or non belief, age [subject to statutory regulations], sex, gender reassignment, sexual orientation, parental, marital or civil partnership status, pregnancy or maternity.

If you have any equality and diversity concerns in relation to the application of this policy and procedure, please contact a member of the HR Team

If you require this information in an alternative format (for example large print), please contact People Management on Ext: 6184 or email PMBusinessSupportUnit@carmarthenshire.gov.uk.

Appendix 1

LGPS 2014 ALL Wales Pension Fund Factsheet

85 year Rule

When can I retire?

The Normal Pension Age (NPA) under the Local Government Pension Scheme (LGPS) 2014 is linked to your State Pension Age (SPA). However, you may voluntarily retire from age 55, but your benefits will be actuarially reduced to take account of early payment before your NPA.

What is the 85 Year Rule?

The 85 year rule is a test to assess whether a member's benefits would be actuarially reduced, if retiring before their Normal Retirement Age. If a member's age and 'calendar length' Scheme membership (measured in whole years), when added together, equalled 85 or more, a member's benefits would NOT be actuarially reduced after the age of 60. If the rule was NOT satisfied or the employee is between 55 and 59, a full actuarial reduction was applied to a member's benefits.

When was the '85 Year Rule' removed?

On 1 October 2006, the 85 year rule was removed from the Regulations as it was found to be in breach of age discrimination laws. If you were an active member as at 30 September 2006, you will have been afforded protection to 31 March 2008, with additional protection awarded to certain members. **If you joined the LGPS on or after 1 October 2006, the 85 Year Rule will have NO bearing on your circumstances.**

Am I protected under the 85 Year Rule?

If you were an active member as at 30 September 2006 and choose to retire before your NPA, having satisfied the 85 rule, you will have some form of protection:

- If you were born on or before 31 March 1956, ALL benefits built up to 31 March 2016 will be protected in full. However, benefits accrued from 1 April 2016 to 31 March 2020 will be reduced on a 'tapered' basis, and reduced in full if accrued after 1 April 2020.
- If you were born on or between 1 April 1956 and 31 March 1960, ALL benefits built up to 31 March 2008 will be protected in full, BUT benefits accrued between 1 April 2008 and 31 March 2020 WILL be reduced on a 'tapered' basis in accordance with the shortfall from your date of leaving to age 65 (the normal retirement age under the 2008 Scheme). Any benefits built up after 1 April 2020 will be reduced in FULL in accordance with your SPA.
- If you were born on or after 1 April 1960, ALL benefits built up to 31 March 2008 will be protected in full. However, benefits built up from 1 April 2008 until your date of leaving will be subject to a full actuarial reduction. For membership from 1 April 2008 to 31 March 2014, the reduction will fall in line with your 65th birthday, whereas your membership from 1 April 2014 will be reduced in accordance with your SPA.

How much of an 'actuarial reduction' will apply?

Your benefits will be actuarially reduced in accordance with the following guidance, as issued by the Government Actuary's Department (GAD). The shortfall from your date of leaving to the appropriate retirement age will be measured in years and days, therefore the percentage reduction may need to be interpolated.

Years Paid Early	Pension Reduction (men) %	Pension Reduction (women) %	Lump Reduction (both) %
0	0	0	0
1	6	5	3
2	11	11	6
3	16	15	8
4	20	20	11
5	25	24	14
6	29	27	16
7	32	31	19
8	36	34	21
9	39	37	23
10	42	40	26
11	45	44	N/A
12	48	47	N/A
13	52	50	N/A

Will the '85 Year Rule' apply if I retire from age 55?

With the introduction of the LGPS 2014 from 1 April 2014, you are able to voluntarily retire from age 55 (without your Employer's consent). **However, if you do choose to voluntarily retire between age 55 to 60, any protection that you have been afforded in respect of the 85 Year Rule will NOT apply and your benefits will therefore be reduced in FULL upon your retirement.**

Alternatively, if you choose to retire on or after age 60, any 85 Year Rule protection WILL apply. The ability to apply the 85 Year Rule to voluntary retirement between age 55 and 60 is at the discretion of your Employer. Your Employer will have formulated a policy on this matter.

What if I am made redundant or have to retire on the grounds of efficiency?

If you are made redundant by your Employer or if you have to retire on the grounds of efficiency provided you are **age 55 or over**, your benefits will come into payment immediately WITHOUT actuarial reduction.

Further Information

This factsheet gives general guidance only. For further information, please contact:
Tel: **01267 224 043** Email: pensions@carmarthenshire.gov.uk

Appendix 2

Phased Retirement for members of the Teachers' Pensions scheme

Unattached teachers may want to continue working while drawing some of their accrued pension benefits.

Phased retirement under the TPS allows an employee to decide how much to take of the benefits s/he has accrued (up to a maximum of 75% of total benefits).

Phased retirement is a practical option, as long as some simple guidelines are followed.

If an unattached teacher requests phased retirement

1. The teacher's Pensionable Salary must reduce by at least 20% for a minimum of 12 months following the date of phased retirement. For example, this could be because his/her hours have reduced or he/she has taken up a post of lesser responsibility.
2. The teacher may take phased retirement and following a break in service start a new appointment in a support role in an educational establishment, such as a classroom assistant. The new appointment can be with the same or a different employer but must be within six months of the previous job ceasing.
3. The teacher may take phased retirement if s/he has a break in employment provided it is not more than six months of the previous job ceasing.
4. The application form for phased retirement must be signed by the employer responsible for the new working arrangement and must be made within three months of the teacher taking up employment.
5. The teacher can only take a maximum of two phased retirements.

However, from April 2015 changes to the Teachers' Pension scheme will affect some teachers interested in taking phased retirement. It is strongly advised to consult the Teachers' Pensions website for up to date information prior to making a request.

Normal Pension Age (NPA) for TPS?

The NPA for the purposes of the TPS depends when you joined the scheme. If you've only been a member of the TPS Scheme since 1 January 2007 you will have a Normal Pension Age (NPA) of 65.

However, if you were a member of the Teachers' Pension Scheme before 1 January 2007 then your normal pension age will be 60 – provided you haven't had a break in service of more than five years.

If you had a break of more than five years, your NPA remains at 60 for service up to the end of the break in service, but it will be 65 for any future service. In pension terms you'll be classed as a 'member with mixed service'.

Please note changes to NPA effective from 1st April 2015: There is no change to members' final salary normal pension age from 1 April 2015. With effect from 1 April 2015 members' career average normal pension age will be equal the state pension age (SPA) or 65 where that is higher. Employees can check their state pension age by visiting the government website at: www.gov.uk/calculate-state-pension. For the latest information please visit www.teacherspensions.co.uk

County Council 10 March 2016

Solar Photovoltaic (PV) Project

Recommendations / key decisions required:

County Council is asked to:

1. Note the issues that affected the original scheme and the change in focus since the last report
2. Agree that the scheme be funded as part of the Capital Programme
3. Appoint the appropriate Executive Board Member to the board of the Community Benefit Society

Reasons:

To implement the approved solar project

Exec Board Decision Required	NO
Council Decision Required	YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr David Jenkins

<p>Directorate: Corporate Services</p> <p>Name of Head of Service: Jonathan Fearn</p> <p>Report Authors: Kendal Davies / Stephen Morgan</p>	<p>Designations: Head of Corporate Property</p> <p>Sustainable Development Manager / Strategic Asset Manager</p>	<p>Tel Nos / E Mail Addresses:</p> <p>01267 246244 jfearn@sirgar.gov.uk</p> <p>01267 228351 jkdavies@sirgar.gov.uk 01267 246247 smmorgan@sirgar.gov.uk</p>
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County Council

10 March 2016

Executive Summary

Solar Photovoltaic (PV) Project

Introduction

The Executive Board unanimously resolved on 27th July 2015

- 1) To note the proposed structure for delivery of the project;
- 2) That a Community Benefit Society (CBS) be set up with the Council acting as Custodian Trustee;
- 3) To agree, subject to further consultation, that the Community Benefit Society be initially given that name;
- 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.

The attached report provides a brief summary of the process followed since the Executive Board's decision, including the procurement of PV panels; the focus on the non housing portfolio and the setting up of the CBS.

The report now considers the funding for the scheme and provides an indicative programme for the project should the Council resolve to invest in the works. In addition, having formed the CBS: Egni Sir Gar, the Council now has a permanent board position as the Custodian Trustee. The Council is required to be represented in this capacity on the Society's board and an appropriate member needs to be nominated.

Recommendations

1. That the Council funds the scheme as part of the Capital Programme.
2. That the Council appoints the appropriate Executive Board Member to the board of the Community Benefit Society, Egni Sir Gar.

DETAILED REPORT ATTACHED ?

YES

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 Corporate Property**

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

1. Policy, Crime & Disorder and Equalities

To be evaluated when preparing the further detailed project development plans

2. Legal

The Council has a permanent board position on the CBS and is required to be represented in this capacity on the Board. Council needs to consider appointing an appropriate member accordingly.

A Lease is to be agreed for the installation of the solar panels to Council properties and a property occupier agreement where assets are occupied by third parties.

3. Finance

The total project cost of the scheme currently stands at £1.5m. This could reduce, however, depending on the results of the technical surveys and the agreement of the property occupiers. If excessive additional work to a property is identified by the survey, that particular property will be excluded from the scheme.

The funding is proposed to be made available by Carmarthenshire County Council (CCC) as borrowing in the capital programme. An investment of £1.5m will result in the following:

- Surplus cash flow of £460,000 (after borrowing costs), equal to 28.7% of the initial outlay at the end of the 20 years, split between the CBS and CCC
- The payback period is anticipated to be in year 12
- Electricity savings are projected to be approximately £1.5m over 20 years (Net Present Value of £843,000), split as follows:
 - Free electricity for properties under 30kw (deemed export) - £873,000
 - Cheaper electricity for properties 30kw and over (governed by Power Purchase Agreements) - £641,000

At the end of the proposed 20 year lease, the ownership of the equipment will transfer to the Council for £1.

4. Risk Management Issues

To be evaluated when preparing the further detailed project development plans. Appropriate construction risk assessments and maintenance arrangements will be required to be undertaken to each property before works are commenced.

5. Physical Assets

The proposed installations would enhance the value of the property but some roofs may require additional strengthening to accommodate the panels. Suitability and selection of properties to benefit from the installations will evaluate this issue.

CONSULTATIONS

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

Signed:

Jonathan Fearn

Head of Corporate Property

1. Scrutiny Committee - not applicable

2. Local Member(s) - not applicable

3. Community / Town Council - not applicable

4. Relevant Partners - Tenants and Governing Bodies to be consulted prior to structural surveys

5. Staff Side Representatives and other Organisations - not applicable

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

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

THERE ARE NONE

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Solar PV Programme
Detailed Report for County Council

10 March 2016

Background

On 11th May 2015, Executive Board accepted the tender submitted by British Gas and Generation Community Ventures (GCV) for a solar PV community rent-a-roof programme.

GCV is a social enterprise funded by charitable foundations, which has partnered with British Gas Solar and Social Finance to deliver large scale community energy projects for local authorities and housing associations.

Under this proposed programme, solar PV systems were to be installed on the roofs of all suitable properties in the Council's housing stock and non-domestic property portfolio. The programme was initially estimated to have an approximate capacity of 10 MW at a capital cost of £10-15m.

Whilst the programme was fully financed and could be delivered at no cost to the Council, there were options for mutual ownership via a public share offer plus an opportunity for the Council to directly invest. An attraction of this innovative scheme was that some of the income arising from the receipt of Feed In Tariff (FIT) and Export Tariff payments would be made available to establish a community fund.

A new community benefit society named 'Egni Sir Gar Cyfyngedig' was established in August 2015 as the operating vehicle to own and install the systems, and be responsible for maintaining them.

Matters were progressing well until the Government announced a consultation on 27th August 2015 that proposed significant cuts to the FIT rates payable to solar PV installations. The Government proposal was to cut the domestic FIT by some 87% effective from 1st January 2016, with similar cuts also proposed for larger systems up to 5 MW.

Based on the severity of these proposed cuts, coupled to the imminent implementation date, it was announced at the meeting of Council on 9th September 2015 to suspend the development of an installation programme for domestic properties and to instead concentrate on maximising the programme for solar PV on the Council's non-domestic property portfolio. Accordingly, applications were submitted to Ofgem to pre-register as many properties as possible in order to secure the current FIT rates, which would be payable for installations completed within the next 12 months (this route was only available to community energy schemes / schools and excluded domestic properties). Unfortunately, the Government, at very short notice, closed this pre-registration route. It is understood that Ofgem received a more than 1,000 pre-registration applications, 95 of these being submitted by Egni Sir Gar Cyfyngedig for various Carmarthenshire County Council properties (mainly schools). Under this scheme, individual installations were effectively capped at 50

kWp and must be completed before the end of August 2016 to receive the secured FIT rates.

Note: The Government announced the outcome of its FIT consultation in December 2015. This reduced the severity of the proposed cuts from 80+% to 60+% effective from 15th January 2016 (payable from 8th February 2016). These revised FIT rates still make the Council's originally proposed programme financially unviable.

Current Position

Discussions are currently on-going with Western Power Distribution (WPD) regarding connecting the 95 properties pre-registered with Ofgem to the grid. Unfortunately, there are significant constraints on the local grid which require major reinforcement works. Whilst some of this work forms part of WPD's planned work programme over the next few years, the cost of some of the less major reinforcement would be payable by potential developers. In order to ensure the programme is financially viable, only properties where there are no costs for grid reinforcement works are viable. As a consequence, WPD has to-date only given consent for some 30 properties to be connected at the grid with most of these at a reduced capacity compared to that pre-registered with Ofgem. The total potential capacity of the programme is currently some 1.2MW.

For individual installations up to 30 kWp, there is 'deemed consent' whereby Ofgem assume that 50% of the generated electricity is consumed on-site, with the remaining 50% exported to the grid. This exported electricity attracts the payment of an export tariff (currently 4.85 p/kWh). Under this arrangement, there is no cost to the occupier of the property for the generated electricity consumed on-site.

For 30-50 kWp installations Ofgem require export meters to be installed to accurately measure the amount of generated electricity that is exported to the grid. Based on the Council's experiences to-date, typically 70% of the generated electricity is consumed on-site, with the remaining 30% exported to the grid.

In order to make the programme financially viable, it is proposed to require occupiers of properties with 30-50 kWp installations to sign Power Purchase Agreements (PPAs) where they pay Egni Sir Cyfyngedig for the generated electricity they consume on-site. Unit costs will track Ofgem's export tariff rate as opposed to the market price – currently 4.85 p/kWh compared to 10.6 p/kWh.

GCV will monitor electricity consumption at all properties with solar PV installations and will provide the necessary data to enable the Council to invoice appropriate properties, on behalf of Egni Sir Gar Cyfyngedig, for payment under their PPA.

Next Steps

The next stage is to liaise with all the properties that are pre-registered with Ofgem and where WPD has given consent for grid connection. The occupiers of these properties (including Governing Bodies for the schools) will be asked to formally agree to the installation of solar PV systems and where appropriate to enter into a PPA. In addition, occupiers will be required to sign a lease arrangement – this currently being finalised.

Once properties have signed-up for inclusion in the programme then British Gas will carry out structural surveys of all roofs where solar PV systems are to be installed. Only after these surveys have been completed will we know the extent of the programme and can be able to schedule installations for completion before the end of August 2016 deadline.

The total project cost of the scheme currently stands at £1.5m. This could reduce, however, depending on the results of the technical surveys and the agreement of the property occupiers. If excessive additional work to a property is identified by the survey, that particular property will be excluded from the scheme.

- Surplus cash flow of £460,000 (after borrowing costs), equal to 28.7% of the initial outlay at the end of the 20 years, split between CBS and CCC
- The payback period is anticipated to be in year 12
- Electricity savings are projected to be approximately £1.5m over 20 years (Net Present Value of £843,000), split as follows:
 - Free electricity for properties under 30kw (deemed export) - £873,000
 - Cheaper electricity for properties 30kw and over (governed by Power Purchase Agreements) - £641,000

Recommendations

- 1) It is recommended that the initial funding is made available by Carmarthenshire County Council (CCC) as borrowing in the capital programme.**
- 2) The Council has a permanent board position on the CBS and is required to be represented in this capacity on the board. It is recommended that County Council considers appointing an appropriate member accordingly.**

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COUNTY COUNCIL 10/03/2016

Subject:

MODERNISING EDUCATION PROGRAMME (MEP)

Purpose:

PROPOSAL TO CHANGE THE LANGUAGE CATEGORY OF YSGOL BRO MYRDDIN FROM BILINGUAL (2A) TO WELSH MEDIUM (WM)

EXECUTIVE BOARD RECOMMENDATION:

That the proposal change the language category of Ysgol Bro Myrddin from Bilingual (2A) to Welsh Medium (WM) be proceeded with and a statutory notice be published to implement the proposal.

Reasons:

- To formulate views for submission to the Executive Board and County Council for consideration
- To comply with statutory procedures and guidance in relation to school re-organisation.

Relevant Scrutiny Committee Consulted YES (21st January 2016)

UNANIMOUSLY RESOLVED that the report be received and that the proposal to change the language category of Ysgol Bro Myrddin from Bilingual (2A) to Welsh-medium (WM) be endorsed and that the Executive Board and County Council be urged to proceed with the publication of the statutory notice.

Exec Board Decision Required YES (22nd February 2016)

Council Decision Required YES (10th March 2016)

Executive Board Member Portfolio Holder:

Cllr. Gareth Jones (Education & Children Portfolio Holder)

<p>Directorate: Department for Education and Children</p> <p>Name of Head of Service: Gareth Morgans</p> <p>Report Author : Simon Davies</p>	<p>Designation:</p> <p>Chief Education Officer</p> <p>School Modernisation Manager</p>	<p>Tel No.: 01267 246649</p> <p>E Mail Address: EDGMorgans@carmarthenshire.gov.uk</p> <p>Tel No: 01267 246471</p> <p>SiDavies@carmarthenshire.gov.uk</p>
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**EXECUTIVE SUMMARY
COUNTY COUNCIL
10/03/2016**

SUBJECT:

**MODERNISING EDUCATION PROGRAMME
PROPOSAL TO CHANGE THE LANGUAGE CATEGORY OF YSGOL BRO MYRDDIN
FROM BILINGUAL (2A) TO WELSH MEDIUM (WM)**

Background

Ysgol Gyfun Gymraeg Bro Myrddin is currently a Category 2A Bilingual school. The description in Carmarthenshire's Welsh in Education Strategic Plan of category 2A is '*At least 80% of subjects apart from English and Welsh are taught only through the medium of Welsh to all pupils. One or two subjects are taught to some pupils in English or in both languages.*'

In recent years the school has moved along the language continuum naturally in accordance with Carmarthenshire's Welsh in Education Strategic Plan 2014-17. At present there are no pupils studying Mathematics in English in years 7 to 10 and only one group of pupils have chosen to study science in English in year 7. The change has occurred organically over a period of years and it offers an opportunity therefore, to proceed further by establishing the first WM category secondary school in Carmarthenshire.

The Department for Education and Children fully supports the schools desire to continue along the welsh language continuum and to change the language category to Welsh Medium (WM). The description of a category WM school is '*All subjects apart from English are taught through the medium of Welsh to all pupils, although some schools may introduce English terminology in one or two subjects.*'

An informal consultation with pupils, governors, staff and parents of existing and prospective pupils has recently been completed. However, under the 2013 School Organisation Code a regulated alteration such as a change in the language category of a school requires a proposal to be published to formalise arrangements. The Authority was therefore required to complete a statutory consultation process which was completed in the Autumn Term 2015.

In accordance with County Council's instructions in October 2015 a consultation document was produced and distributed to identified interested parties with regard to the following proposal:

- To change the language category of Ysgol Bro Myrddin School to Welsh Medium (WM) (as laid out in the attached consultation document) from September 2016.

As part of the consultation process consultees were invited to forward their observations or any comments they wished to make in relation to the proposal to the Council.

Appendix A of the Consultation Report attached provides a list of respondents to the consultation report. Appendix B provides a list of the observations received as well as the Authority's response to the issues raised. Appendix C provides an Estyn response to the consultation document and the Authority's response. Appendix D provides details of the consultation undertaken with the pupils at Bro Myrddin.

Should County Council grant permission to proceed to Statutory Notice, the intention is to publish in April 2016.

Following the end of the Statutory Notice period, an objection report which summarises any objections received by stakeholders, will be presented to ECS Scrutiny Committee and Executive Board for their consideration.

This provides ECS Scrutiny Committee and Executive Board the opportunity to offer comment and a recommendation to County Council whether or not to implement the proposal as laid out in the Statutory Notice.

The process outlined above would enable the proposal to be presented to County Council for determination in July 2016.

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: G. Morgans

Chief Education Officer

S. Davies

School Modernisation Manager

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

1. Policy, Crime & Disorder and Equalities

Developments are consistent with the Authority's Welsh in Education Strategic Plan 2014-17, Corporate Strategy, Children and Young People's Plan and the Modernising Education Strategic Outline Programme.

2. Legal

Appropriate consultation will need to be initiated in accordance with the relevant statutory procedures.

3. Finance

Revenue implications will be catered for within the Local Management of Schools Fair Funding Scheme.

5. Risk Management Issues

The change of language category at Ysgol Bro Myrddin may impact on the demand for school places at the school and other schools in the Carmarthen area. The situation will be monitored as part of the Schools Admission Process and ongoing data forecasting and analysis through the Authority's Modernising Education Programme.

CONSULTATIONS

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

Signed: G. Morgans
S. Davies

Head of Education Services
School Modernisation Manager

1. Scrutiny Committee

The Education and Children's Services Scrutiny Committee has been consulted formally during the formal consultation period.

2. Local Member(s)

Local Members Cllr. Jean Lewis, Cllr. Sue Allen, Cllr. Jane Tremlett, Cllr. Roy Llewellyn, Cllr. Philip Hughes, Cllr. Pam Palmer, Cllr. Irfon Jones, Cllr. Mair Stephens, Cllr. Alun Lenny, Cllr. Jeff Thomas, Cllr. Daff Davies, Cllr. Emlyn Williams, Cllr. Tom Defis, Cllr. Alan Speake, Cllr. Peter Hughes Griffiths, Cllr. Gareth O Jones, Cllr. Mansel Charles, Cllr. Tyssul Evans, Cllr. Ieuan Davies and Cllr. Linda Evans have been advised of the proposal.

Observations were received from Cllr. Jeff Thomas, Cllr. Peter Hughes Griffiths, Cllr. Gareth O Jones and Cllr. Cefin Campbell during the formal consultation period.

3. Community / Town Council

Community Council has been consulted formally during the formal consultation period.

Observations were received from Abernant Community Council during the formal consultation period.

4. Relevant Partners Not applicable.

5. Staff Side Representatives and other Organisations

Teaching and non-teaching staff unions were consulted during the formal consultation stage.

The following interested parties were provided with a copy of the consultation document during the formal consultation stage;

No observations were received during the formal consultation period.

Staff (Teaching and Ancillary) Ysgol Gyfun Gymraeg Bro Myrddin	Governors and Parents / Guardians Ysgol Gyfun Gymraeg Bro Myrddin
Staff (Teaching and Ancillary) feeder primary schools	Governors and Parents / Guardians feeder primary schools
Carmarthenshire Children's Partnership	Carmarthen Community Councillors
Local County Councillors	Welsh Language Commissioner
Assembly Member (AM) / Regional Assembly Member	National Association of Schoolmasters and Union of Women Teachers (NASUWT)
Undeb Cenedlaethol Athrawon Cymru (UCAC)	National Union of Teachers (NUT)
Association Of Teachers & Lecturers (ATL)	The Professional Association of Teachers (PAT)
National Association Of Head Teachers (ASCL)	GMB Union
UNISON	Neighbouring Primary and Secondary schools in Carmarthenshire
Transport and General Workers' Union (T&G)	LA Special Educational Needs Division
Director of Education – All Neighbouring Authorities	ERW – Education through Regional Working
Carmarthen Town Council	Coleg Sir Gâr
Local Service Board	Regional Transport Consortium
Local Police and Crime Commissioner	Welsh Ministers
Estyn	RHAG (rhieni dros addysg Gymraeg)

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

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

These are detailed below.

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Planning School Places - Primary Schools – The Way Forward		www.carmarthenshire.gov.uk – the County Council Agenda 9 Pre 28/06/2004) – 11/04/2001
Modernising Education Provision Strategy and Draft Implementation Plan		www.carmarthenshire.gov.uk – Education and Learning – Useful Links
Modernising Education Provision Timeline/ Rollout:		www.carmarthenshire.gov.uk – Executive Board Agenda – 31/05/2005
Modernising Education Provision Update / Revised Draft Timetable		www.carmarthenshire.gov.uk – Executive Board Agenda – 24/07/2006

Modernising Educational Provision Future Use/Disposal of Redundant Land and Buildings arising from the MEP programme		www.carmarthenshire.gov.uk Executive Board – 31/05/05
School Organisation Code		http://gov.wales/topics/educationandskills/publications/guidance/school-organisation-code/?lang=en
MEP Annual Report 2013/14 and Programme 2014/15		http://www.carmarthenshire.gov.uk/ County Council Agenda 14 th January 2015
Strategic Outline Programme 21 st Century Schools		Strategic Outline Programme 21st Century Schools
Carmarthenshire's Welsh in Education Strategic Plan 2014-2017		http://www.carmarthenshire.gov.uk/english/welsh/pages/trafodiaith.aspx

CONSULTATION REPORT

Ysgol Gyfun Gymraeg Bro Myrddin

Appendix A

List of Respondents to the Consultation Document

Bro Myrddin Observation Received List

Number	Name	Position/Category of Respondent
1.1	Eleri MacRae	Staff Member
1.2	Tim Hayes	Staff Member
1.3	Cllr. Jeff Thomas	Councillor
1.4	Beti-Wyn James	Parent/Governor
1.5	M E Madoc-Jones	Parent
1.6	Cllr Peter H. Griffiths	Governor
1.7	Meinir McLellan	Governor
1.8	Gary Evans	Future Parent
1.9	Helen Evans	Future Parent
1.10	Robert Alun Charles	Governor
1.11	L. Davies	Staff Member
1.12	Adrian Williams	Staff Member
1.13	Steffan Davies	Staff Member
1.14	Morwen Hughes	Staff Member
1.15	Hywel Gwyn Jones	Staff Member/Parent
1.16	James Henshaw	Staff Member
1.17	M. Davies	Staff Member
1.18	A E Roberts	Parents
1.19	Luned Davies	Staff Member
1.20	Bethan Jenkins	Staff Member
1.21	Judith Roberts	Staff Member
1.22	Meleri Llwyd-O'Leary	Parent
1.23	Lynwen Roberts	Parent

1.24	Iona Llyr	Parent
1.25	Cefin & Mari Campbell	Parents
1.26	Catrin Griffiths	Youth Worker
1.27	C S Jones	Bursor
1.28	Glesni Davies	Receptionist
1.29	Glenys Thomas	Governor
1.30	Iola Wyn	Parents
1.31	Elaine Edwards	Deputy Head, Y Dderwen
1.32	Dylan Evans	Headteacher, Y Dderwen
1.33	B. Morgan	Ysgol Y Dderwen
1.34	Sian Evans	
1.35	I R Evans	Curriculum Assistant
1.36	Mererid Hopwood	Past Parent
1.37	Eleri Beynon	Parent
1.38	John Beynon	Parent
1.39	Ffion Page	Staff Member
1.40	Meinir Jones	Headteacher, Llanddarog
1.41	W. Huw Davies	
1.42	Nia Lewis	Lesson Supervisor
1.43	Angharad Lewis	Doctor
1.44	Gwenan Morgans-Free	Staff Member
1.45	Gwennan Jones	Future Parent
1.46	A. Baggott	
1.47	Ann Loughran	Governor
1.48	Catrin Pritchard	Staff Member

1.49	Zelda Williams	Staff Member
1.50	Owen Rhys	
1.51	Cllr. Gareth Jones	Governor
1.52	Llio Dyfri Jones	Parent
1.53	Gwlym Dyfri Jones	Parent
1.54	Rhiannon Mathias	Abernant Community Council
1.55	Marlene Jones	Parent
1.56	Geraint Roberts	Past Parent
1.57	Rhiannon Roberts	Past Parent
1.58	Esyllt Davies	Past Pupil
1.59	Lynda Davies	Past Parent
1.60	D. Elfed Davies	Past Parent
1.61	Gethin Page	Past Pupil
1.62	Alwen Haf Owen	Staff Member
2.1	Joanna D. E. Rees	
3	Helen Proctor	Parent
4	Bethan Williams	Parent
5	Rhian Carruthers	Staff Member
5.1	Lonwen Bowen	Staff Member
5.2	Sian Thomas	Staff Member
5.3	Dr. Llinos Jones	Staff Member
5.4	Meinir Richards	Staff Member
5.5	Gethin Evans	Staff Member
5.6	Hannah McAvoy	Staff Member
5.7	L Griffiths	Parent

5.8	Tracy Jenkins	Staff Member
5.9	John Norgrove	Staff Member
6.1	Rhian Williams	Staff Member
7.1	Betsan & Timothy Bowen	Parents
7.2	Abi Thomas	Parent
7.3	Anonymous	
8.1	John Greville	Past Parent

Appendix B

**Summary of observations received following publication of the Consultation Document
and Local Authority related responses**

CATEGORY	OBSERVATION	RESPONSE
No. 1	<p>Proposed Language Category Change of new School</p> <p>1.1 Fully Supportive of changing to Language Category WM</p> <p>1.2 I welcome the Authority's decision to change the language category of Ysgol Gyfun Gymraeg Bro Myrddin. As a teacher in the Science Department for over 20 years there's been a natural transition for pupils to learn Science through the medium of Welsh. As I've taught a number of generations in Science through the medium of Welsh, a number of the pupils have moved on to learn and work in the field Science either in Wales or Great Britain.</p> <p>1.3 I have read the consultation papers and fully support the principle of the School's wish to become the first Welsh Secondary School in Carmarthenshire. The proposal is long overdue and will, at last, follow the example set in East Wales. The reduction in the number of people speaking Welsh in Carmarthenshire makes the proposal a very timely one.</p> <p>1.4 I fully support the proposal to change the language category of Ysgol Gyfun Gymraeg Bro Myrddin to become a fully Welsh language school.</p> <p>1.5 As a family we fully support the proposal to change the language category of the School.</p> <p>1.6 I fully support the proposal to change the language category of the school. This should have happened</p>	<p>Proposed Language Category Change of new School</p> <p>The Local Authority (LA) welcomes the large number of positive responses to the proposed change in the school's language category which is very encouraging.</p> <p>Many of the comments focus on the natural change that has already occurred gradually over the years.</p> <p>The LA welcomes the comments that emphasize that proceeding to the first Welsh Language Category 1 secondary school in Carmarthenshire is an important and historical step.</p> <p>The proposals have been prepared in response to Carmarthenshire County Council Welsh in Education Strategic Plan (WESP) and the Welsh Government's Welsh Medium Education Strategy (WMES). The Authority has also conducted a Welsh language impact assessment whilst drafting these proposals.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>

	<p>years ago. I fully support the timeline to launch these changes.</p> <p>1.7 I think changing the language category of the school is a natural step as there are only a few classes that are currently being taught through the medium of English.</p> <p>1.8 I support this change. As I understand that the majority of parents who send their children to Ysgol Bro Myrddin want their child to learn Maths and Science through the medium of Welsh. Therefore, it is a natural step to officially change the language category of the school.</p> <p>1.9 This is an exciting time for Ysgol Bro Myrddin. As a future parent I fully support this change. Changing the language category is a very natural step forward for the school. It is a very successful school with a completely Welsh ethos. I hope that Ysgol Bro Myrddin will become the first Welsh secondary school in Carmarthenshire.</p> <p>1.10 I fully support the proposal of changing the language category of Ysgol Bro Myrddin from a 2A school to a WM school.</p> <p>1.11 I fully support the proposal to change the language category of Ysgol Bro Myrddin. As a parent and a teacher at the school it's a natural step for the school to become all Welsh.</p> <p>1.12 I agree to these changes.</p> <p>1.13 Brilliant opportunity for the school to develop into</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>a WM school. I fully support this change.</p> <p>1.14 Fully support this change.</p> <p>1.15 As a parent to two pupils at the school I'd like to confirm that I support this proposal to change the language category of the school.</p> <p>1.16 Fully support the change,</p> <p>1.17 This will be excellent news. Fully support the change.</p> <p>1.18 Fully support the proposal of changing the language category of Bro Myrddin. It will encourage the Welsh ethos outside of the classroom and will give the language a higher status within the school. I'm now eager for my children to attend the school.</p> <p>1.19 I fully support the proposal to change the language category of Bro Myrddin.</p> <p>1.20 We as a family are very happy with the proposal to change the language category of the school.</p> <p>1.21 This is the perfect opportunity to make these changes.</p> <p>1.22 I fully support these changes.</p> <p>1.23 This is a natural step forward for the school. I strongly support these changes.</p> <p>1.24 Increasing the provision of Welsh in the school is a completely natural step forward. Bro Myrddin is a</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>successful school who want to develop and move along the language continuum. In my opinion there are no disadvantages with this proposal.</p> <p>1.25 We fully support the proposal to change the language category of the school This will be a natural step for the school that have now only a few pupils choosing to study Maths and Science through the medium of English. This change will prove that you don't have to study Maths and Science through the medium of English for you to succeed academically. I would like to congratulate the governors of the school to making this decision to change the language category of the school and for the County Council for their support.</p> <p>1.26 I fully support the proposal to change the language category.</p> <p>1.27 Fully support.</p> <p>1.28 Fully support.</p> <p>1.29 I fully support that the school should change their language category. It will be a natural step and it will also help save money for the school.</p> <p>1.30 We fully support this proposal. We believe that a Welsh language school is a more sensible option as it saves time for administration and resources for the school. The need for this change has been at the school for many years. It might be a small step for the school but a very important step.</p> <p>1.31 I support the proposal to change the language</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>category of the school as I feel it's a natural step for the school.</p> <p>1.32 Changing the language category of the school is a natural step. This will confirm the status of the school and I fully support the change.</p> <p>1.33 This will develop the pupil's language skills even further and I fully support the change.</p> <p>1.34 As a past parent, I fully support the change.</p> <p>1.35 Fully support</p> <p>1.36 It's a pleasure to see the staff of the school support this change. This is the kind of leadership that's needed to support and encourage our pupils to continue with the highest of education. This policy sees the true potential of both languages. I fully support this proposal.</p> <p>1.37 The evidence that was submitted during the consultation period shows the need to change the language category of the school.</p> <p>1.38 I support the school's application to change its language category.</p> <p>1.39 I fully support the language change of the school where all subjects will be taught through the medium of Welsh. This will encourage the pupils to use more Welsh outside the classroom. Without a doubt this is the correct step forward to the school.</p> <p>1.40 I would like to support this process of changing</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>the language category of the school. As a former pupil, I feel this change is long overdue as there are plenty of sectors in the town of Carmarthen to provide English provision to these pupils if needed.</p> <p>1.41 The image of bilingual education has increased over the years and in my opinion now is the right time for this language change to happen at the school.</p> <p>1.42 This is the change to put Carmarthenshire and Bro Myrddin on the map. If these changes happen, pupils will attend Bro Myrddin for the right reasons.</p> <p>1.43 I fully support the change.</p> <p>1.44 I fully support these changes. It will encourage the Welsh ethos outside the classroom and pupils will attend the school for the right reasons.</p> <p>1.45 I believe this proposal is a step forward for the school. It will strengthen the use of the language during their day-to-day work.</p> <p>1.46 I believe this is a step forward for the school and I fully support the change.</p> <p>1.47 I fully support the change. I believe it is very important that all subjects be taught through the medium of Welsh only in the school. This gives the pupils the best opportunity possible for developing their bilingual skills in every field. As an experienced Mathematics and Physics teacher (not in Bro Myrddin) I believe it is advantageous for pupils to be able to discuss the Sciences through</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>the medium of Welsh as this develops their ability to discuss scientific and mathematical concepts.</p> <p>1.48 As I come from a non-Welsh community in the valleys, I believe it is an honour to receive your education through the medium of Welsh. I studied the Sciences through the medium of Welsh and this did not stop me studying a Scientific course outside of Wales.</p> <p>1.49 I fully support these changes because as the data shows, parental choice shows that they prefer their children to be taught through the medium of Welsh in Maths and Science and therefore it is a natural step. Studying all the subjects in Welsh will strengthen the learners bilingualism and the Welsh ethos around the school. More emphasis is now given to developing Welsh speakers in every aspect of the workforce.</p> <p>1.50 I believe that all subjects apart from English and Foreign Languages should be taught through the medium of Welsh.</p> <p>1.51 I would like to confirm my support for this change.</p> <p>1.52 I believe that this change will be a natural step forward for the school.</p> <p>1.53 I strongly support the proposal to change the language category of the school. This a natural step forward for the school.</p> <p>1.54 After giving the Consultation Document regarding the change in language category careful</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>consideration at a meeting of our Council, it was decided that Abernant Community Council support a Welsh Medium School at Bro Myrddin.</p> <p>1.55 This change has been long time coming for the school. The pupils will be able to cope fine with these changes – the problem will be with the parents.</p> <p>1.56 I support the proposal to change the language category of the school.</p> <p>1.57 I support the proposal to change the language category of the school.</p> <p>1.58 As a former pupil of the school I fully support the proposal to change the language category. Too many parents send their non-Welsh speaking children to the school because it had a ‘new building’. I believe that children should be sent to the school based on whether they speak Welsh or not outside of the classroom without difficulty; reading and writing standards in Welsh and if the child is naturally Welsh. I believe it’s better to have a small secondary school rather than a school with over 1000 pupils in it where only ¼ of those pupils speak Welsh naturally and outside of the classroom. It’s the primary school’s responsibility to support this change and for them to decide which pupils should be sent to Bro Myrddin.</p> <p>1.59 I hope this change does happen and that Bro Myrddin becomes a category Welsh school.</p> <p>1.60 I confirm I fully support the proposal to change</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
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	<p>the language category of the school.</p> <p>1.61 I fully support the proposal to change the language category of the school.</p> <p>1.62 This is a natural step for the school and will encourage the Welsh ethos outside the classroom.</p>	<p>Observation noted. Please see response above.</p> <p>Observation noted. Please see response above.</p>
<p>No. 2</p>	<p>The pupil should have a choice</p> <p>2.1 I have been teaching in bilingual since 2005 which has been very successful. The pupils can cope with changing from one language to the next orally and in writing but the majority find it difficult. Personally I feel the option should be given to teach bilingually for GCSE and AS/A Levels. Understanding the language can determine which grade you will get. The pupils should have a choice of language.</p>	<p>The pupil should have a choice</p> <p>The consistently high examination results in Science through the medium of Welsh would not appear to support this view.</p>
<p>No. 3</p>	<p>Considering sending our child to another school if these changes happen</p> <p>3.1 We have always planned for our son to attend Bro Myrddin. He is currently in Year 6 at Nantgaredig School. However, we are seriously considering other schools as we do not want him to study the sciences through the medium of Welsh. If this does not go ahead then he will definitely attend Bro Myrddin, otherwise it is highly unlikely that we will send him there. We have spoken to a number of people about this and the majority do not believe that this would be a good thing. They have included teachers and friends/colleagues in the medical/scientific profession. I genuinely hope that this does not go ahead because as mentioned earlier, we have always wanted him to attend Bro Myrddin.</p>	<p>Considering sending our child to another school if these changes happen</p> <p>Should the proposal be implemented, parents will have a choice of either a Welsh Medium school or Predominantly English medium secondary school with significant use of Welsh (EW) school in the Carmarthen area.</p>

No. 4

Unfairness of the Process

4.1 I have to draw your attention to the unfairness of the statistical numbers the school shows. The numbers show that fewer children each year choose to do Science in English and from this concludes that fewer parents want their children to study Science in English, but the truth is that fewer parents have the option (e.g. parents of Ysgol Y Dderwen do not have a choice at all). The same for maths, there is no offer at all to study in English. I would like to know how have the school concluded that the school have 'moved naturally along the language continuum'. The numbers do not reflect the demands of the parents at all. English is the language of the scientific word, wherever in the world you live. Why are the school trying to make things more difficult to the pupils by wanting to teach science in Welsh. Shouldn't we be encouraging the pupils to strive for universities of the highest quality, that might be in England, instead of forcing them to study science in Welsh which provides another obstacle in their path. Furthermore the document doesn't show the number of children who leave each year to complete their GCSE's in English. Has thought been given to how many pupils will go to English schools in the county if these changes occur?

Unfairness of the Process

The consultation document states clearly that in 2000 35% of the KS3 pupils studied Mathematics in Welsh compared to 65% in English. In 2015 100% are now studying the subject in Welsh. In KS4 28.2% studied Mathematics in Welsh compared to 71.8% in English. In 2015 96.2% study the subject in Welsh.

In science in 2000 28.1% of the KS3 pupils studied Science in Welsh compared to 71.9% in English. In 2015 71% study the subject in Welsh. In KS4 20.5% studied Science in Welsh compared to 79.5% in English. In 2015 63.6% study the subject in Welsh.

Since 2000 the school language policy states clearly that 'any child who has studied Maths and Science through the medium of Welsh in the primary school will also study through the medium of Welsh in the secondary.' It also states they are 'not permitted to change the medium of the teaching language within a key stage' but that it is possible to change at the end of any key stage. The policy has always been the same, however, the percentage of children deciding to study Science and Maths through the medium of English has decreased. The numbers, therefore, reflect the demands of the parents.

The LA is satisfied that the examination results evidence that teaching Science through the medium of Welsh has improved standards.

The school prepares students to go to universities all

No. 5

Advantages for Change

5.1 As the Head of the Mathematics department, the advantages I see to study the subject entirely in the Welsh Language are as follows: The pupils are able to use Welsh terms in the other subjects that have always been taught through the medium of Welsh. This will then reinforce the understanding across the curriculum. As we provide all the terms bilingually this enhances pupils' language skills. Several mathematical terms makes it easier to learn and makes more sense in the Welsh language. As everyone will be studying in the same language, it will be easier to set the pupils which will make the groups fairer to the pupils and will be possible to create smaller groups when required. When analyzing the data over a number of years, it seems that the language does not interfere with the understanding of the subject and if anything, the Welsh groups do better. A significant number of pupils choose to study the subject in A Levels and the majority now decide to do this through the medium of Welsh. A large number have also gone

over the world and it is not the LAs intention to force any language on a child. Should the proposal be implemented, parents will have a choice of either a Welsh Medium school or Predominantly English medium secondary school with significant use of Welsh school in the Carmarthen area.

In the last two years 0.7% of KS3 and KS4 pupils have transferred from the school during the academic year. There is no evidence available that suggests that these pupils have left to complete their GCSE's through the medium of English.

Advantages for Change

Observation noted. The advantages for change are provided in the consultation document.

on to study mathematics at university, some have remained in Wales but others have gone further afield. The feedback we've received is that studying mathematics in Welsh in school has been an advantage and not a disadvantage to them. Studying all subjects of the curriculum through the medium of Welsh will reinforce the Welsh ethos of the school and also the local community.

5.2 I have been working in Bro Myrddin for over 25 years in the Science department and the increase in pupils being taught Science through the medium of Welsh has increased considerably and as a former parent and as a staff member the school sees this as a chance not to be missed. Carmarthenshire County Council will be at the forefront and Bro Myrddin will become the first all Welsh school in the county and in West Wales. This will also promote the Welsh ethos of the school outside of the classroom as well as in the local area. It will also reduce the workload of the teachers as they would not have to prepare all the resources bilingually.

5.3 As a past pupil and not a staff member at the school it will be nice to put Bro Myrddin at the forefront of becoming the first all Welsh school in West Wales. This proposal will promote the Welsh ethos outside of the classroom and to provide an opportunity for the nursery school pupils to demonstrate their skills in the Welsh language – skills that are essential in their working life as being able to communicate in Welsh open doors to individuals.

5.4 This is an exciting time in the history of Ysgol Bro

Observation noted. As indicated in the consultation document, all the present Science teachers in Bro Myrddin are confident that moving to teaching Science through the medium of Welsh only has many advantages.

Observation noted. As stated in the conclusion of the consultation document 'this is an opportunity, therefore, to lead the way in Carmarthenshire and West Wales and for Bro Myrddin to create history by establishing the first Welsh school in Carmarthenshire.'

	<p>Myrddin. We are on the threshold of becoming the first Welsh School in the County which will put Carmarthenshire on the map. Bro Myrddin have worked hard to move along the Welsh continuum and the fact that so little pupils decide to learn through the medium of English shows that parents are behind this change. Initial meetings have been held with these discussions already taken place. Since then a small amount of parents have contacted the school with their concerns and have asked for further explanation but everyone has responded very positively and politely. It is pleasing to note that all the staff are very supportive of this scheme. They are of the opinion that these changes will be a big step forward to the school and will encourage the Welsh ethos outside the classroom and will reduce their workload. In an era of budget cuts, changing the language category will benefit the school financially in the long term.</p> <p>5.5 These changes will encourage the Welsh ethos outside of the classroom. Teaching only through the medium of Welsh will reduce the workload for the teachers who currently have to produce bilingual resources. It will put Carmarthenshire on the map.</p> <p>5.6 These changes will reduce the workload of the teachers who currently have to produce bilingual resources. The changes will encourage the Welsh ethos outside the classroom. It will put Carmarthenshire on the map.</p> <p>5.7 Learning through the medium of Welsh will reduce the workload for the teachers and it will also encourage the Welsh ethos outside the classroom.</p>	<p>Observation noted. The advantages of the proposal are provided clearly in the consultation document.</p> <p>Observation noted.</p> <p>Observation noted.</p> <p>Observation noted.</p>
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	<p>5.8 Pupils will be coming to the school for the correct reasons and will save money for the school and the County Council.</p> <p>5.9 Teaching only through the medium of Welsh will reduce the workload for us teachers who have to prepare resources bilingually. It will encourage the Welsh ethos outside the classroom and it will save money for the school and the County Council.</p> <p>5.10 As the Head of the PE Department this is a very positive step for the school. It will encourage more Welsh around the school outside the classroom, pupils will be attending and coming to the schools for the right reason and it will bring more of a Welsh atmosphere around the school.</p>	<p>Observation noted.</p> <p>Observation noted.</p> <p>Observation noted.</p>
No. 6	<p>Understanding of the Subjects</p> <p>6.1 Having taught Chemistry in both English and Welsh for over 15 years, I feel it's the understanding of the subject that's important. If a pupil can speak Welsh and English then they'll be able to explain the subject in both languages.</p>	<p>Understanding of the Subjects</p> <p>Observation noted. The benefits of bilingualism are provided in the consultation document.</p>
No. 7	<p>Object to the changes</p> <p>7.1 We are parents of three children who attend Ysgol Glanyfferi. Our preferred choice for their secondary education is Ysgol Bro Myrddin. We are concerned about the proposed changes and object to them. We understand, those students who wish to continue their studies of all subjects through Welsh, will be able to do so. However, those students, who for</p>	<p>Object to the changes</p> <p>Should the proposal be implemented, parents will have a choice of either a Welsh Medium school or Predominantly English medium secondary school with significant use of Welsh school in the Carmarthen area.</p>

whatever reason, may wish to study maths and science through the medium of English will no longer have the choice. We object strongly to the removal of this choice.

7.2 After attending the consultation evening for parents, I was expecting there to be an opportunity for some discussion about this with parents. There was not. Bro Myrddin was basically telling parents what they were going to do. They did not ask for our opinions on whether we were happy for this to happen. Also the whole consultation evening was intimidating for parents. Bro Myrddin and the LA need to look at how they engage with parents. I have deep concerns about Welsh medium education on non fluent Welsh speaking parents. All pupils should be treated the same. I have concerns that children of governors, staff members and first language Welsh speaking children are given more opportunities than other children. The school needs to recognise that they should always do what is best for the child and this may not always be what's best for the school. The statistics shown in the consultation document is misleading. They show that demand for maths and science through the medium of English has dropped but could they be hiding the fact that some parents who want their children to do these subjects in English have had their requests refused and told that there was not the capacity for the school to do this.

7.3 I would like to take this opportunity to express my disappointment at the intention of changing the language category of the school. Under the present system this school has been very successful academically as witnessed by excellent exam

The informal consultation provided parents / guardians with an opportunity to raise any queries. Parents were invited to speak to a variety of delegates – Carmarthenshire county council officers, the Head teacher, the senior management team and teaching staff.

In Bro Myrddin all children are treated fairly and every child has the same opportunity.

Since 2000 the school's language policy states clearly that 'any child who has studied Maths and Science through the medium of Welsh in the primary school will also study through the medium of Welsh in the secondary.' It also states they are 'not permitted to change the medium of the teaching language within a key stage' but that it is possible to change at the end of any key stage. The policy has always been the same, however, the percentage of children deciding to study Science and Maths through the medium of English has decreased. The numbers, therefore, reflect the demands of the parents.

The current capacity (Measuring Capacity of Schools in Wales (MCSW)) of the school is 923 pupils. There are currently 870 pupils on roll. The school therefore is under capacity and not oversubscribed.

No. 8

results. It has been equally successful in producing citizens who are confident in speaking both languages. "If it ain't broke don't fix it", is generally not a bad axiom. Is the "*choice preferred by the Authority*" a ploy in order to decrease the number of pupils leaving primary schools who wish to study at Bro Myrddin? I believe that the school is at present oversubscribed and this could be a way of controlling numbers. Are you able to confirm that all parents were allowed a choice for their children to study Maths and Science in English. It is rumoured that pupils who studied at Welsh medium primary schools are not allowed, or at best dissuaded to select a preference. If this is true, it would of course not be surprising "that the demand from parents for the provision of subjects in English has reduced".

Is this change wise?

8.1 Would this change be a wise move for such a successful school. I believe that my children have had the best education by learning through both languages but in a very welsh atmosphere that had the perfect balance. I went to a school where English was the main language with only Welsh being taught through the medium of Welsh. This wasn't the best situation. I believe that the opposite would also be a disaster for children who come from Welsh language areas and families.

Since 2000 the school's language policy states clearly that 'any child who has studied Maths and Science through the medium of Welsh in the primary school will also study through the medium of Welsh in the secondary.' It also states they are 'not permitted to change the medium of the teaching language within a key stage' but that it is possible to change at the end of any key stage. The policy has always been the same, however, the percentage of children deciding to study Science and Maths through the medium of English has decreased. The numbers, therefore, reflect the demands of the parents.

Is this change wise?

Bro Myrddin school is a successful school and the excellent results through the medium of Welsh underline the success. The consultation document notes clearly why changing the language category of the school is advantageous.

Appendix C

ESTYN RESPONSE TO CONSULTATION DOCUMENT

Estyn's response to the proposal to change the language category at Ysgol Gyfun Gymraeg Bro Myrddin from category 2A to category WM (Welsh medium) from September 2016.

Her Majesty's Inspectors of Education and Training in Wales have prepared this report.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body that is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer and other additional information such as data from Welsh Government and the views of the Regional Consortium, which deliver school improvement services to the schools within the proposal.

Introduction

The proposal is from Carmarthenshire County Council. The proposal is to change the language category at Ysgol Gyfun Bro Myrddin from category 2A to category WM (Welsh Medium) from the autumn term 2016.

The definition of category 2A is 'At least 80% of subjects (except English and Welsh) are taught through the medium of Welsh only to all pupils. One or two subjects are taught to some pupils in English or in both languages.'

The definition of category WM is 'All subjects except English are taught through the medium of Welsh to all pupils. Some schools can introduce English terminology in one or two subjects.'

Summary/Conclusion

The proposal is in line with Carmarthenshire's Welsh in Education Strategic Plan to increase the provision of Welsh-medium education in the local authority.

It is Estyn's view that the proposal is likely to at least maintain current educational standards.

Description and Advantages

The proposer has provided a clear rationale for the logic behind the proposal. It has given a good outline of the reasons for changing the school's language category from category 2a to category WM (Welsh Medium) and has considered the school's developments in this direction over the years. It identifies reasonably that the authority has a duty to consider and operate in line with the recommendations of Carmarthenshire County Council's Welsh in Education Strategic Plan 2014-17, namely to ensure an increase in the provision of Welsh-medium education.

The proposer has given appropriate consideration to other options such as keeping the school in its current form but recognises that this option is not commensurate with the County Council's vision.

The proposer outlines clearly the difference between the categories and the implications for pupils' education. The proposer also indicates reasonably that the school is already more like a category WM school according to the local authority's definition than the category 2a description, which is its current category.

It indicates effectively that parents and pupils support such a change by drawing attention to the fact that an increasing number of pupils choose to study subjects including mathematics and science through the medium of Welsh.

It also lists the advantages clearly. These appear reasonable and include financial savings, more effective use of teachers' time when preparing resources as well as preparing pupils better for an increasingly bilingual world of work, a local labour market that places a great emphasis on Welsh language skills and a bilingual community.

The proposer considers the disadvantages in a balanced way and states that the school's current pupils will not be affected by the changes. The medium of teaching in Welsh will move year by year up the school.

It states reasonably that pupils' English skills will not suffer because of the proposed model of bilingual learning which has proved successful over a number of years. It supports its argument for change robustly by explaining the cognitive benefits of developing translanguaging skills in order to present new information effectively.

Educational aspects of the proposal

The proposer gives thorough consideration to the effect of the proposal on the quality of outcomes, provision and leadership at the school.

The proposer highlights clearly that the mathematics department, that already follows these changes, achieves higher than the results for the local authority, the family and the results for the whole of Wales. However, the proposer does not consider sufficiently the school's results compared with similar schools in terms of free school meals.

The proposer has considered thoroughly the implications of the proposed change for pupils and provides a model of bilingual learning that is being implemented effectively by two departments already. The proposer outlines appropriately that it will be possible to place pupils of the same ability in groups. It asserts that the groups will be more effective educationally because they will reflect pupils' ability across the cohort rather than across the medium of learning only. The proposer has conducted an impact assessment of the change in equality and states that the proposal should not have a detrimental effect on any specific groups. It asserts reasonably that there will be adequate Welsh medium provision for pupils with special needs.

Appendix D

Consultation with the Pupils

Consultation undertaken on the 9th November 2015

By

Mrs Mari Owen

Associate Challenge Adviser

Carmarthenshire County Council

Learner's Voice, Ysgol Gyfun Gymraeg Bro Myrddin

A meeting was arranged with a range of learners from Ysgol Gyfun Gymraeg Bro Myrddin on November 9th 2015. Seven pupils from years 7-12 were present; Elain Owen (Yr 7), Catrin Owen (Yr 8), Mabon Evans (Yr 9), Mabli Davies (Yr 10), Catrin Lewis (Yr 10), Alice Morris (Yr 10), Carwyn Bebb (Yr 12) and Greta Llŷr (Yr 12).

We discussed the School's intention to naturally move forward to change the School's language category from September 2016. It was noted that it was the County Council and the School's wish to change to Welsh Medium Category. It was explained that the School's description of a Welsh Medium Category is 'All subjects apart from English are taught through the medium of Welsh to all pupils, although some schools may introduce English terminology in one or two subjects' (Quotation from the Consultation Document).

The learners were aware that apart from the English lessons, Mathematics and Science lessons were the only ones offered through the medium of English at present and the number of pupils who choose to do so by joining the School are decreasing annually.

One learner noted that he had followed his Mathematics and Science course through the medium of English because he received his primary education through the medium of English in Llandoverly School before joining Bro Myrddin. He was not against the idea of Welsh medium lessons from September 2016, because the new learners and their parents would be aware of the situation before hand when planning and selecting their Secondary education, therefore there would not be a change for the learners who are already pupils in the school. Many noted that they had chosen Ysgol Gyfun Gymraeg Bro Myrddin in order to have their education through the medium of Welsh.

The learners absolutely agreed that changing the medium to Welsh Medium is the way forward for this school. Many advantages were noted: it would facilitate the process of keeping to the rule that Welsh is the School's language; it could save money for the school with respect to staffing and resources; it would mean that the learners' standard of Welsh would improve and their vocabulary would extend; it would ensure the continuity in the Welsh education of all learners and encourage their use of Welsh in the future and throughout their lives. They referred to some situations in the past where learners who were confident in Welsh have chosen the Science and / or Mathematics courses in English because their friends did so. This would not happen in the wake of changing the School's category to Welsh Medium.

Disadvantages to the changing of the category were discussed. The main concern was studying in Universities where the Mathematics and Science training is through the medium of English after following a Welsh Medium A Level course. Although, it was acknowledged that if they understand the concepts and principles relating to the subject, having received the subject specific vocabulary in Welsh and English in the school and managed to achieve an A Level, it was considered that Bro Myrddin learners could cope with the situation.

It was noted, compared to the English medium, Welsh was a disadvantage because of the lack of textbooks. They pointed out that parents felt they could not help their children with their homework, but added that it was the learners' homework anyway, and the majority of parents were not able to help with the

work in the other subjects either, especially at the top of the School. In some schools teachers may not be confident to teach the subjects through the medium of Welsh, but it was noted that it was not applicable at Bro Myrddin.

When considering how the School could support and assist learners and their families as they prepare to join a Welsh Medium School, it was noted that giving training / guidance to teachers at primary schools to teach subjects through the medium of Welsh, particularly in Junior classes in the Primary schools prepare learners well. They listed some schools where the good practice of teaching Science and Mathematics in Welsh is fully underway. Maintaining the order of introducing the technical terms / subject in English, together with some Welsh e.g. glossaries, was very helpful. Another suggestion to support learners early in the academic year was to organize a Book Fair to present and sell appropriate Welsh Medium textbooks. It was identified that there was a need to encourage the Welsh Printing Press and Government to develop and publish more Welsh Medium books to match the wide range of English language resources available to assist the Welsh-medium learners in all subjects.

It was confirmed that the letters to parents will remain bilingual, and there would be no change to the procedures of the School beyond teaching 'all subjects except English through the medium of Welsh for all learners'.

At the end of the meeting all present indicated they were in favour of the change to Welsh Medium category from September 2016 onwards.

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COUNTY COUNCIL 10TH MARCH, 2016

SUBJECT:

The Carmarthenshire Homes Standard *PLUS* (CHS+) “Delivering What Matters”

Purpose:

- To explain the vision and detail of the Carmarthenshire Homes Standard Plus, and what it means for tenants.
- To confirm the financial profile, based on current assumptions, for the delivery of CHS+ over the next three years.
- To produce a business plan for the annual application to Welsh Government for Major Repairs Allowance (MRA) for 2016/17, equating to £6.1m

Executive Board Recommendations:

- That the vision of CHS+ and the financial and delivery programme over the next three years be confirmed;
- That the submission of the plan to the Welsh Government be confirmed.

Reasons:

1. To ensure we support tenants and residents through improving our services, supporting them through changes to welfare, and providing training and employment opportunities
2. To meet our commitment of maintaining the CHS at a cost of over £23 Million over the next three years
3. To deliver our Affordable Homes Commitment of increasing the supply of affordable homes at a cost of over £19 Million over the next three years
4. To clarify that the delivery of the Plan is dependent on an average rent increase of 2.97%
5. To enable submission to the WG to access £6.1m of MRA for 2016/17

Community Scrutiny – 12th February, 2016 -

Scrutiny Committee UNANIMOUSLY RESOLVED that:

- The report be received.
- It be recommended to the Executive Board that it confirm the vision of CHS+ and the financial and delivery programme over the next three years.
- It be recommended to the Executive Board that it confirm submission of the plan to the Welsh Government.

Council Decision Required

Yes- 10/03/16

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:

Cllr Linda Evans (Housing)

Directorate: Communities		Tel Nos.
Name of Head of Service:	Designations:	E Mail Addresses:
Robin Staines	Head of Housing and Public Protection	01267 228960 RStaines@cararthenshire.gov.uk
Report Author: Kevin Evans	Service Improvement Officer	01554 899292 KDEvans@cararthenshire.gov.uk

EXECUTIVE SUMMARY

COUNTY COUNCIL

10TH MARCH, 2016

SUBJECT:

**The Carmarthenshire Homes Standard *PLUS* (CHS+)
“Delivering What Matters”**

Purpose:

The purpose of this plan is:

- To explain the vision and detail of the Carmarthenshire Homes Standard Plus, and what it means for tenants.
- To confirm the financial profile, based on current assumptions, for the delivery of CHS+ over the next three years.
- To produce a business plan for the annual application to Welsh Government for Major Repairs Allowance (MRA) for 2016/17, equating to £6.1m

Context:

Since 2006, we have been working to deliver the published work programmes to our tenants' homes.

These programmes were completed at the end of 2015.

As part of the CHS+, which has been developed with tenants and partners, we have made a commitment to:

- Support tenants and residents around things like Welfare Reform, getting services right, saving tenants money in the home, digital inclusion and active ageing
- Keep investing in homes to maintain standards
- Provide more homes to increase supply of affordable housing

This year's plan builds on this by and provides the detail on the actions we will deliver as well as how we will pay for it.

What will we deliver?

The following provides a brief summary:

<p>Supporting Tenants and Residents</p>	<p>We will:</p> <ul style="list-style-type: none"> • Ensure all homes receive an annual home “MOT” • Implement, in conjunction with tenants, the findings of the review of housing repairs • Continue to support community initiatives in sheltered housing, fuel clubs and credit unions
<p>Investing in existing homes</p>	<p>We will:</p> <ul style="list-style-type: none"> • Complete CHS work to homes where tenants have previously refused work • Maintain homes that have had CHS work, replacing components based on condition • Identify improvements to the CHS, particularly around energy efficiency • Look at changing/converting homes that are not suitable • Continue to look at future options for garage sites and land we currently own
<p>Providing more homes</p>	<p>We will:</p> <ul style="list-style-type: none"> • Provide resources to enable the delivery of the Affordable Homes Delivery Plan (Over £19 million over the next three years, and £31 million over the next five years)
<p>Recommendations / key decisions required:</p> <ul style="list-style-type: none"> • To confirm the vision of CHS+ and the financial and delivery programme over the next three years. • To confirm submission of the plan to the Welsh Government. 	
<p>REPORT ATTACHED?</p>	<p>Yes- The Carmarthenshire Homes Standard <i>PLUS</i> (CHS+): Delivering What Matters</p>

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: Robin Staines- Head of Housing and Public Protection

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

1. Policy, Crime & Disorder and Equalities

The CHS+ will act as the framework for policy development across housing services delivery and will contribute to wider agendas.

2. Legal

The Housing (Wales) Act 2014 sets out our statutory duty to maintain the Welsh Housing Quality Standard (our version is the Carmarthenshire Homes Standard) in our existing stock.

3. Finance

Delivering the Carmarthenshire Homes Standard Plus will continue to present significant financial challenges and risks to the County Council.

We have spent over £231 Million to achieve the Standard. Over £117 Million of this spend has been funded through a prudential borrow programme.

Through careful management, the financial model remains viable, which enables us to maintain the CHS. A summary of costs to do this over the next three years is included in the Plan.

4. Risk Management Issues

The Carmarthenshire Homes Standard Programme is identified as high risk in the Council's Risk Management Plan. A risk management plan has been developed in conjunction with colleagues in risk management to mitigate and review all risks associated with the programme.

5. Physical Assets

The Carmarthenshire Homes Standard Plus will involve the management, maintenance and improvement of the Council's housing stock. This will be carried out within the context of our asset management principles which are defined within the plan. Any decision to acquire, convert or dispose of land or homes will be considered in line with these principles.

CONSULTATIONS

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

Signed: Robin Staines Head of Housing and Public Protection

1. Scrutiny Committee

Community Scrutiny Committee was consulted on 12th February 2016.

2. Local Member(s)

N/A

3. Community / Town Council

All Town and Community Councils were engaged in the development of this plan.

4. Relevant Partners

N/A

5. Staff Side Representatives and other Organisations

Substantial engagement was carried out with tenants and other partners in the development of this plan. This included stakeholder events, 1-2-1 interviews, visits to communities and attendance at various meetings.

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

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

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
The Carmarthenshire Homes Standard <i>PLUS</i> (CHS+): "Delivering What Matters"	Housing General Files	Council Website- Democratic Services

Carmarthenshire
Homes Standard
Plus: Delivering
What Matters
2016-2019

January 2016

DRAFT

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The Carmarthenshire Homes Standard *Plus* (CHS+) means....

- A standard that continues to evolve; improving the quality of housing and services for tenants and residents in Carmarthenshire. This will be done by focusing on what matters, within available resources.
- A flexibility to deliver our vision around affordable housing and exploit opportunities as they arise.
- Delivering as many wider benefits as possible to get the biggest impact from investments.

Did you know...

- We manage nearly 9,000 homes
- There are over 7,000 households on the Housing Choice Register
- We get about 1,100 empty homes a year between ourselves and Housing Associations
- We carried out over 24,000 repairs to tenants’ homes during 2015/16
- We have engaged with over 1000 tenants in our community
- Tenants pay over £35m every year in rent
- We have spent over £200m since 2005 improving council homes

Cllr Linda Davies – Evans - Executive Board Member for Housing

In 2006 the Council started its ambitious programme to achieve the Carmarthenshire Homes Standard (CHS) by the end of 2015.

I am pleased to say that we have delivered the programme, on time, to homes where tenants have agreed to have work. I am really proud of this significant achievement.

Even though the programmes have been delivered, this does not mean the end of the CHS. There remains much more to do.

Last year, we introduced the Carmarthenshire Homes Standard Plus, building on the success of the CHS and extending to ensure we maintain and improve on what we've achieved.

Supporting tenants and residents is a key theme within the plan. Here, we set out how we will deliver what matters in terms of improving services, preparing for welfare reform and saving them money in their home.

We have agreed to maintain homes to the CHS. Over the next three years we will be investing over £44 million improving homes, delivering the CHS to those where tenants have previously declined, as well as maintaining the standard. Last year we agreed that we would replace components such as kitchens and bathrooms based on condition, not time.

There are also opportunities to improve the standard. Improving the energy efficiency of homes is an area where further work is required.

Finally, we have made a commitment to increase the supply of affordable homes. We know that we need to provide 2,000 affordable homes by 2020 for those in greatest need. Over the next five years, we will spend over £30 million of HRA funding to help us achieve this target.

We will only be able to achieve the above by continuing to work together, focusing on what really matters to make the difference in our communities.

I look forward to your support.

Cllr. Linda Evans

Executive Board Member for Housing

Developing THE CHS *plus* - The story so far

By the end of 2015, we have completed the CHS to all homes that wanted work carried out.

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
CHS/WHQS	6%	7%	8%	8%	9%	37%	52%	70%	88%	😊
Roofs & Associated Components	100%	😊	😊	😊	😊	😊	😊	😊	😊	😊
Windows & Doors	58%	65%	74%	86%	95%	100%	😊	😊	😊	😊
Loft	0	0	19%	67%	89%	100%	😊	😊	😊	😊
Cavity	44%	53%	77%	78%	96%	100%	😊	😊	😊	😊
Hard Wired Smoke Detectors	37%	38%	51%	57%	63%	74%	80%	86%	90%	😊
Electrical Systems	28%	28%	36%	44%	53%	65%	74%	81%	90%	😊
Full Central Heating	73%	78%	79%	83%	86%	91%	94%	95%	97%	😊
Energy Efficient Central Heating	3%	6%	8%	22%	30%	52%	64%	76%	88%	😊
Kitchens	7%	7%	12%	20%	29%	46%	58%	71%	88%	😊
Bathrooms	7%	7%	12%	24%	34%	52%	64%	74%	88%	😊
Security Lighting	10%	10%	16%	26%	36%	48%	63%	74%	88%	😊
CO Detectors	10%	10%	16%	26%	36%	53%	64%	74%	88%	😊
Power Points	4%	7%	14%	24%	35%	51%	63%	74%	88%	😊
Energy Rating (SAP >65)	22%	30%	40%	55%	60%	67%	68%	69%	85%	😊

Tenant Satisfaction

During 2014 we asked all our tenants a number of questions about the services we provide. Over 2,000 tenants responded.

- 74% of tenants were very/fairly satisfied with the overall service provided by Carmarthenshire Housing Service
- 74% of tenants were very/fairly satisfied with the current state of repair of their home (up from 62% in 2009)
- Over 90% were very/fairly satisfied with their neighbourhood as a place to live

We will continue to work with tenants to improve these satisfaction rates, ensuring that we not only focus on what really matters to them, but being open in terms of what can and can't be achieved. Updated satisfaction results will be available during the spring of 2016

Health improvements

We are continuing with our Health Impact Study. The annual perception survey, which was last completed in 2014, showed that:

- 90% of tenants now feel that their home suits their needs, this is up from 73% in 2009.
- 60% of tenants now find it very/fairly easy to meet the costs of living in their home, this is up from 34% in 2009.
- 27% of tenants did not visit their GP in the previous 3 months, this is up from 17% in 2009 .

In February 2016, we will be completing our final perception survey to understand, from a tenants' perspective, what impact the CHS has had on them.

In October 2016, we will also be producing the results of the major academic study that has been tracking the improvement work with tenants' actual health over the last five years. This will hopefully show the positive impact this major housing investment is not only having on tenants' actual health but also the local health service.

Valerie's story: Internal work to a home in Cynnwyl Elfed

Over the last nine years, we have provided tenants with new kitchens, bathrooms and heating systems as part of the internal work programmes.

In 2015, Valerie from Cynnwyl Elfed had work done to her home. Valerie said,

"I have a fantastic new kitchen and I am very pleased. I found the contractors very accommodating, and I was informed daily of what was going to happen next. They were very clean and tidy"

Job and training opportunities

The improvement work has helped create training and employment opportunities. Since the start of the programme, over 200 apprenticeships have been delivered.

The Framework used to deliver the CHS comes to an end in 2016, and we are currently completing the procurement process for its replacement. As part of the new framework, we will continue to ask contractors to maximize the benefit of our investment through creating training and employment opportunities.

What matters....?

As we talk to people about the housing service, they tell us what matters to them.

Tenants' lives

General feedback from tenants this year continues to tell us that our current priorities are still really important. Tenants wanted us to ensure that we continue to support them in their home. We also need to ensure we need to maintain standards and are proactive in the

day to day repair service. Tenants also talked about providing more homes as this was important to their own families.

Older tenants talked about social isolation, loneliness and opportunities to remain active through community based activities that give them more confidence and build relationships.

Younger tenants told us of the need for work and training opportunities through delivering the CHS+ as well as things to do to keep active.

Enabling tenants to pay their rent

Rent arrears have reduced over the last 12 months. This has been achieved through focusing our efforts on supporting and trying to engage with tenants. It is likely that we will have to maintain this focus over the coming months to prevent them from rising again. We will focus on distinguishing between those who want to pay, but are finding difficulty and those who can pay, but simply won't.

We also have to do more to help our tenants including opportunities to find work, training or help start their own businesses.

Experience tells us that Universal Credit will have a significant impact, especially the demand for on line claims and access to bank accounts. While welfare reform affects some, the general rise in the cost of living and control on wages affects all.

Maintaining tenants' homes

Tenants regularly tell us that getting repairs done on time and maintaining homes to a good standard is important to them. In addition, maintaining the CHS is now a statutory duty.

In August, staff and tenants took part in a review of the Repairs service. Part of the work involved establishing what good looks like. Comments received are set out below.

From our tenants' point of view, good is:

- Having an appointment at a time that suits them
- Keeping them informed of what's happening with their repair
- Respecting their personal needs
- Knowing who to contact and be advised when they change
- Having confidence that jobs logged are being addressed
- Listening to them and their opinions
- Completing work to a good standard

From our staff's point of view, good is:

- Having more time to communicate with tenants
- Being empowered to make the right decisions
- Having access to full accurate and consistent information (IT)
- Treated as an equal and with respect

- Feeling safe when in tenants homes
- Having multi skills to be more productive on a job
- Feeling part of a single joined up team working together

In November, a small pilot was launched in the Seaside area. Officers from the Communities, Environment and Chief Executives Department set up a multi skilled team to deal with responsive and preventative maintenance. The outcome of the pilot is due in the spring of 2016.

Tenant Involvement

Our tenants have also developed their own involvement plan “Creating Better Communities Together”. We plan to review this with tenants over the next 12 months in line with their aspirations.

Housing and Regeneration

This partnership will continue with this plan and we are firmly aligning with the new regeneration frameworks in Wales, and in particular the Swansea Bay City Region. We are currently working with regeneration colleagues on schemes in Llanelli Town Centre and are also starting to look at the possibility of changing the housing stock in certain areas to better meet future housing need.

The CHS plus

CHS+ will make sure:

- Homes remain in a good state of repair
- Free from damp and significant condensation
- Structurally safe
- In safe and attractive environments
- Suitable for the household
- Well managed

CHS+ will also

- Have regular property MOTs; and
- Base replacement programmes on condition not time e.g. kitchens and bathrooms

AND

- Be flexible enough to meet tenants’ different expectations e.g. older people to remain active
- Ensure the right types of homes are in the right area
- Develop and deliver an ambitious vision to increase affordable housing supply
- Focus on saving money in the home through smarter and more sustainable living
- Promote the use of digital technology in the home
- Change thinking to improve the quality of services provided

- Explore opportunities for CHS+ for other tenures (social housing, private renters and owner occupiers)

Supporting tenants and residents

Welfare reform

We do not underestimate the impact welfare reforms are having on tenants. **We will:**

- Continue to provide as much support and advice to tenants who are impacted by the changes and work closely with other advice providers to ensure this is delivered as efficiently as possible
- Increase the training and employment opportunities for tenants, prospective tenants and the homeless
- Encourage our tenants to use us as a first point of contact for advice and practical help to maintain their tenancies and prevent them from getting in to debt. This will be even more important with the potential introduction of Universal Credit
- Continue to promote a range of measures to support tenants in tackling Welfare Reform (e.g. help to downsize, hardship fund for tenants that are most affected, and links in with Credit Unions and Fuel Clubs)
- Increase our provision to write off bad debts to £705,000 in 2016/17 (up from £652,000 in 2015/16), with a further rise to £708,000 starting in 2017/18 and £709,000 in 2018/19

Getting services right

Tenants have been telling us that the repair service continues to really matter to them. **We will:**

- Continue to check homes to ensure they are in a good state of repair through an annual "MOT".
- Implement the replacement programme for components (kitchens, bathrooms, central heating etc) based on condition not time.
- Review our approach to maintaining homes following a pilot of the locality based repairs service.
- Carry out improvements to sheltered schemes to ensure they continue to meet the needs of their tenants.
- Look at the way we assist with community activities for residents to deliver things that they want. We will further use Time Credits to do this.

Saving tenants money

Over the last 7 years we have made improvements to our tenants' homes that will help to reduce their carbon emissions and save them money. Fuel poverty (where people spend more than 10% of their income on fuel bills) remains a major issue for many families. It is estimated that as many as 30% of households in the County are experiencing fuel poverty.

One of the key things we can do is to raise awareness about how things work in the home and how they can be used differently e.g. central heating boilers.

We have already completed (2009) the cavity and loft insulation programme and our window upgrades. Since then our focus has very much been on the delivery of the remaining components e.g. central heating systems and work to non-traditional type homes.

People have been telling us that we can do more to introduce initiatives that save residents money in the home. **We will:**

- Deliver a trial project on the use of LED lighting in homes
- Continue to increase the number of Fuel Clubs where there is no mains gas supply

Len's story – Wireless internet in sheltered housing

In 2015, we completed the installation of wireless internet into the communal lounges in our sheltered housing schemes.

Len from Capel Hendre is one of the tenants actively using the internet. He says:

“Having the wireless internet available has allowed me to use my tablet at home. There are a few of us here who use it. I hope that other tenants start to see the benefits and possibly use it to keep in touch with friends and relatives and even start using it for their shopping”.

Digital services

People have also been telling us that there is more we can do to help them use, and have access to, digital services, e.g. using phones, TVs or computer to access information and services.

During 2014 and 2015 we installed WiFi facilities to all our sheltered schemes.

People who have access to digital technology can:

- Access training and employment opportunities that will increase chances of getting a job.
- Access Government websites to apply for welfare benefits, maximising income.
- Access cost comparison sites, which can help reduce living costs.
- Interact with others through social networking sites such as Facebook and Twitter that will reduce potential isolation.
- Access things like health and well-being services that can prevent ill-health.

To enable this, we will:

- Identify opportunities to make the purchasing of broadband more affordable.

- Work with tenants to confirm what services they would like to access through the internet.

Investing in tenants' homes

Improving, maintaining and managing 9,000 homes

In 2015, we have completed the work programmes to achieve the CHS. The programmes, which were developed by tenants, have delivered many improvements, and include:

- Internal works to replace kitchens and bathrooms, upgrade central heating and electrics.
- Installing double glazed uPVC windows and doors.
- Improving energy efficiency through installing cavity, loft, and where necessary, external wall insulation; and
- External work to paint, render and ensure paths and gardens are free from health and safety issues e.g. trip hazards

Even though we have achieved the Standard to homes where tenants have agreed to have work, there remains work to do.

Homes where tenants have declined all or part of the work

Some tenants have declined part, or all of the CHS work. This equates to around 9% of all tenants. These declines have been for a number of reasons, which include:

- Tenants were happy with their homes, or they have made their own improvements
- Some, particularly the elderly, did not want the disruption of having work done

Our approach to complete work which has previously been refused is:

- Existing tenants can request that the work is included in a future work programme, based on condition; and
- Empty homes have any remaining CHS work completed before they're re-let

We will:

- Continue with this approach to maintain the CHS, with funding included in the CHS+ Business Plan based on need.

David's story - External Wall Insulation in Llangennech

David and his family have had external wall insulation applied to her home. The work, as part of the Carmarthenshire Homes Standard, is designed to improve the energy efficiency of her home and reduce heating costs.

External wall insulation is applied to the outside of homes which don't have cavity walls, or are not suitable for cavity wall insulation.

David has said “My home is much warmer since having work done. It has also made a big difference to the appearance of the estate”.

Maintain homes which meet the CHS

As part of CHS+, components such as kitchens and bathrooms will be replaced when they need replacing.

Based on the information we have, we know that some work will be required over the next three years to maintain the Standard. This includes:

- Surveying the condition of nearly 600 kitchens and over 360 bathrooms; replacing ones that no longer meet the Standard
- Upgrading the electrics at nearly 230 homes
- Servicing heating appliances at 8,910 homes, 225 of which will be nearing 15 years old
- Rendering nearly 1,100 homes
- Re-roofing nearly 450 homes

Information on the condition of components will be gathered through the annual property MOTs. The MOTs, which were introduced in the autumn, allow us to:

- Check the condition of components and identify any planned work such as kitchen replacement or rendering that may be needed;
- Ensure tenants’ details are correct. This is important as the information can be used to contact tenants when needed, and also, helps identify tenants that may be affected by changes to benefits etc;
- Identify repairs that may be required and ensure tenants are looking after their homes. This allows us to raise jobs for any repairs, and to update tenants on any outstanding repairs;
- Identify environmental improvements in communities.

By the end of December, over 200 MOTs have been completed.

We will:

- Continue to roll out these surveys, and aim to visit all our tenants by the end of October 2016;
- Review information gathered to plan future work programmes;
- Inform tenants, through publishing a planned programme of work, what work is due to be completed to their homes.

Identify ways we can improve the standard of homes

To continue maintaining the CHS, there are additional improvements that we recognise are needed to tenants' homes. Energy efficiency is one area where we know more work is needed.

We will:

- Survey a sample of homes that do not have an Energy Performance Certificate of 65 by the end of September 2016;
- Engage with tenants of these homes to identify which improvements we can make;
- Develop a work programme to deliver cost effective improvements to these homes.

Tenants have also told us that homes which have previously been painted are due to have re-painting completed over the next few years.

We only paint homes where the rendering is in a good condition. Homes which need rendering are included in the relevant programme.

We will:

- Survey homes which have previously been painted to establish their condition;
- Plan the necessary work and inform tenants when it will be completed.

Providing homes suitable to tenants needs'

One of the key priorities of CHS+ from the engagement carried out was how could we ensure we had the right type of homes in the right area.

There is no doubt there is a significant shortage of affordable housing in the County, but we sometimes have difficulty allocating some of our existing homes. Whilst we will do everything we can to match suitable households to these homes, we believe that it would be sensible to change these homes into ones that better meet future housing need.

We will continue to:

- Complete options appraisals on sites which may need changing / converting into homes that can help meet housing need
- Consider demolishing homes, or disposing of them, if they are no longer fit for purpose including if it does not make financial sense in keeping them or if they are no longer desirable. The site can be recycled for new, more appropriate uses or sold.

Selling land where there is no purpose holding on to it

We have housing land located across the County. Some of this land has been identified as being suitable for providing more affordable homes. These areas of land are included in our Affordable Homes Delivery Plan.

We also have other land.

We will:

- Dispose of land that we no longer need

Garage sites

Garage areas continue to be a concern in terms of perception. In some instances, the costs of repairs and maintenance far outweigh what we will get back in as income.

We have already demolished 14 garage sites and there are another 12 due to be demolished before the end of the year. We will continue with this approach, in consultation with the local community. In each instance we will consider whether to:

- Continue to use as garage site
- Sell sites on for development
- Demolish or convert to general car parking areas or other community benefits
- Transfer site for residents to manage if they want to do so

We are required by law to ensure that we achieve market rent for garages or land that we let or sell. During 2015, we will:

- Complete an exercise benchmarking our rents to those charged by other private and public sector organisations.

Providing more homes

Increasing the supply of affordable homes

In 2015, we launched our Affordable Housing Commitment.

The Commitment brings together the results of our consultation and research and sets out our vision on how we can maximise the supply of affordable homes over the next 5 years.

The result of our consultation has allowed us to develop 5 key principles that commit us to:

- Targeting help on where the need is highest, in both urban and rural areas, by delivering more affordable homes for rent
- Being more flexible - whether by bringing wasted homes back into use, buying existing homes or building new ones.

- Doing whatever it takes by developing innovative and creative ways to deliver more
- Using our resources in the best possible way to ensure as many new homes as possible
- Using the expertise, skills and resources of those we work with

Our research into housing need tells us that to meet the highest housing need we would have to provide at least 2,000 homes by 2020, an average of 400 every year.

To allow us to deliver against our commitment and meet housing need, over the next five years we will spend over £60 million which we have allocated to provide over 1,000 homes. £31 million of this funding comes from the Housing Revenue Account.

This funding will be used to fund the solutions we've identified. **We will:**

- Increase the number of tenancies managed by our Social Lettings Agency
- Bring empty homes back into use
- Buy back private homes
- Use developers' contributions to affordable homes in more creative ways

The Plan also identifies opportunities that could allow us to provide even more affordable homes.

We will:

- Consider the use of alternative delivery models that will allow us to better meet housing need

Further information on our approach to maximise the availability of affordable housing can be found in the Affordable Housing Commitment and the Delivery Plan.

How we will pay for this

Planning Assumptions

To help us plan our investments, we must make certain assumptions. At the time of writing this plan, we are still awaiting confirmation of rent increase for 2016/17 from Welsh Government. The assumptions made below are in line with the modelling data requested by Welsh Government during autumn 2015.

Changes to our assumptions may mean that we have to re-visit the objectives included in this plan.

Income

Major Repairs Allowance (MRA) <i>i.e. the amount of capital funding we get from the Welsh Government</i>	£6M each year. This is on the basis that we receive £673 for each home.
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Rent increase 2015/16	1.6%, in-line with autumn modelling for Welsh Government.
Future rent increase levels <i>Based on Welsh Government Policy</i>	Welsh Government CPI estimates plus 1.5% along with progression towards harmonisation of rents.
Borrowing <i>i.e. the amount we need to borrow to support our investment</i>	TBC

Expenditure

Assumed Borrowing costs <i>i.e. the amount it costs to borrow money</i>	Cost of existing and new debt: 2016/17: 4.89% 2017/18: 4.77% 2018/19: 4.71%	Cost of exiting HRAS: Average of 4.19%
Provision for Bad debt <i>i.e. debt that we will be unable to recover</i>	2016/17: £702,000 2017/18: £705,000 2018/19: £708,000	

OTHER

Expenditure/income inflation	Employees' pay at 1% per year for the next three years. As per assumptions for Council Fund.
Right to Buy receipts <i>i.e. Money we get from tenants' buying their home</i>	No receipts from 1 st April 2015 following suspension of Right to Buy
Balances on the revenue account <i>i.e. the amount of money we need to keep in reserve</i>	Minimum of £900,000 (based on £100 per property)

CAPITAL SPENDING

SCHEME	Budget 2016/17 (£000s')	Budget 2017/18 (£000s')	Budget 2018/19 (£000s')
Improving / Upgrading kitchens, bathrooms, heating and electrical	1,733	4,208	2,187
Environmental works, including garage sites	380	395	401
Rendering	1,652	1,316	1,285
Energy efficiency works	40	526	632
Adaptations	926	506	514
Affordable Housing Delivery	6,498	6,480	6,480
Re-roofing	706	759	771
Empty homes needing major work	300	304	308
Planned replacement programme i.e. Boiler replacements	782	356	343
Sheltered Scheme Improvements	100	354	360
Structural works on estates i.e. Boundary walls	501	304	308
Programme management	167	169	172
TOTAL	13,785	15,677	13,761

FUNDING SOURCE

	Budget 2015/16 (£000s')	Budget 2016/17 (£000s')	Budget 2017/18 (£000s')
Major Repairs Allowance	6,025	6,025	6,025
Useable receipts	0	620	0
External income	0	0	0
Direct revenue financing	463	445	445
Borrowing	7,297	8,587	7,291
TOTAL	13,785	15,677	13,761

REVENUE SPENDING

	Budget 2016/17 (£000s')	Budget 2017/18 (£000s')	Budget 2018/19 (£000s')
Repairs and maintenance	8,692	8,962	9,284
Supervision and management	6,202	6,303	6,396
Central support charges / Recharges	3,034	3,054	3,080
Direct revenue financing of work	463	445	445
Provision for bad debt	705	708	709
Capital financing cost	13,981	14,353	14,613
TOTAL	33,078	33,825	34,488

REVENUE FUNDING

	Budget 2016/17 (£000s')	Budget 2017/18 (£000s')	Budget 2018/19 (£000s')
Rents	-35,816	-37,035	-38,500
Service charges	- 659	-672	-690
Interest	- 48	-72	-100
Recharges from other departments)	-366	-370	-375
Grants / other income	-1,031	-707	-721
TOTAL	-37,920	-38,857	-40,385

HRA END OF YEAR POSITION

	Budget 2016/17 (£000s')	Budget 2017/18 (£000s')	Budget 2018/19 (£000s')
Balance Brought Forward	-7,916	-12,804	-17,880
HRA Budgeted Surplus (-) / Deficit (+)	-4,888	-5,076	-5,905
BALANCE CARRIED FORWARD	-12,804	-17,879	-23,785

COUNTY COUNCIL 10TH MARCH, 2016

SUBJECT : AFFORDABLE HOMES DELIVERY PLAN

Purpose:

1. The purpose of this plan is to explain how we will deliver over 1000 additional affordable homes over the next five years, with a total investment exceeding £60m. We will also explain how we can nearly double the number of additional homes by developing delivery options for new build schemes.
2. The plan also explains where these homes will be, what resources are currently available and how we could potentially deliver more affordable homes in the future.

Executive Board Recommendations:

- That the strategy to utilise the Council's existing options to maximise the supply of affordable homes over the next five years be confirmed;
- That options to maximise the number of new build homes that could be delivered be investigated with a view to providing recommendations by September 2016;
- That the action area approach for delivering more affordable homes in different parts of the County be confirmed;
- That when preparing further proposals for the action areas due consideration be given to their deliverability and sustainability including matters such as the suitability of the existing local infrastructure for example local amenities and potential planning constraints.

Reasons:

1. To enable the delivery of over 1000 affordable homes by being flexible in terms of current options and delivering what people have asked for as part of the "Affordable Housing Commitment".
2. To utilise a variety of solutions to maximise the supply of affordable homes across the County.
3. To look at further increasing the supply of affordable homes by using our land asset creatively and working in partnership with the private sector to ensure that more new build homes are delivered.
4. To ensure that the supply of affordable homes reflects housing need across the County.

Relevant Scrutiny Committee to be consulted: YES - Community Scrutiny –
12th February, 2016

Scrutiny Committee UNANIMOUSLY RESOLVED that:

- The report be received.
- It be recommended to the Executive Board that it confirm the strategy to utilise our existing options to maximise the supply of affordable homes over the next five years.
- It be recommended to the Executive Board that it look at options to maximise the number of new build homes that could be delivered and provide recommendations by September 2016.
- It be recommended to the Executive Board that it confirm the action area approach for delivering more affordable homes in different parts of the County.
- It be recommended to the Executive Board that when preparing future proposals for the action areas, due consideration be given to their deliverability and sustainability, including matters such as the suitability of the existing local infrastructure (e.g. local amenities) and potential planning constraints.

Council Decision Required

Yes – 10th March, 2016

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:

Cllr Linda Evans (Housing)

Cllr David Jenkins- Deputy Leader (Resources)

Directorate:

Communities

Name of Head of Service:

Robin Staines

Report Author:

Jonathan Morgan

Designations:

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**EXECUTIVE SUMMARY
COUNTY COUNCIL
10TH MARCH, 2016**

**SUBJECT:
AFFORDABLE HOMES DELIVERY PLAN**

Purpose:

We have recently published our five year vision¹ for maximising the supply of affordable homes. The purpose of this plan is to provide the detail on how and where we will deliver more homes. It will also outline what resources will be used and how more could potentially be accessed if we are flexible and creative.

The initial programme will deliver over **1000** additional affordable homes over the next five years, with a total investment exceeding **£60m**.

The plan will also explain how we could deliver an ambitious new build programme by looking at our delivery options. This will further increase the number of homes delivered and provide additional investment.

The plan will be reviewed on an annual basis to take advantage of further opportunities.

What is needed?

People told us that there is a need for smaller type homes, mainly for rent and for local people. People also told us that we need to maximise the use of existing under used homes to meet the need for affordable homes.

Our assessment of need told us that to meet the highest housing need we would have to provide at least 2,000 homes by 2020, an average of 400 every year. Historically, we have provided around 70 additional homes each year for the last five years. In 2015/16, however, we will deliver in excess of 200 additional affordable homes. This plan sets out how we will deliver even better performance.

This represents a huge challenge for our delivery plan, but is something that we will approach pro-actively to maximise the number of additional homes delivered.

This will mean maximising the delivery and being flexible in the options we already use, as well as looking at creative solutions for new build in utilising our land asset. We need to make sure that the funding available goes as far as it can.

Our approach to delivery will be in line with the principles that were agreed as part of our Affordable Housing Commitment.

What solutions are available to us?

A variety of solutions have been looked at as part of the development of the delivery plan. Each solution will deliver more homes, but some are more cost effective than others.

¹ "Our commitment to Affordable Homes 2015-2020"

In general terms, the delivery plan looks at the following solutions to deliver more affordable homes:

1. Managing additional tenancies in the private sector.
2. Bringing empty homes back into use.
3. Buying homes sold under the Right to Buy scheme (RTB) and buying private homes.

These options are the most cost effective; however, the plan does allow us to look at other solutions. These will be:

- Using our own land to initially deliver a limited number of new build homes ourselves.
- Making land available to build new homes in partnership with housing associations and the private sector.

So, how many affordable homes will be delivered over the next five years?

We know we will be able to deliver over 1000 additional affordable homes across the county over the next five years. This equates to a total investment in housing exceeding £60m.

This strategy shows how we will use our existing options to maximise delivery. This is based on getting better at what we do as well as providing additional resources. This approach is relatively straight forward and quick to deliver.

Funding such as Social Housing Grant will be targeted on the more expensive schemes in rural areas. We will use it to support wider regeneration initiatives and specialist type housing for people with disabilities. It makes more sense to use grant money for more expensive schemes.

The figures below highlight/confirm what will be delivered and forms the first part of our approach.

Solution	No. of homes	Funding Source	HRA investment (£millions)	Total Investment (£millions)
Managing homes in the private sector (including the Social Letting Agency)	242	HRA	1.1	1.1
Bringing empty houses back into homes	280	WG "Houses into Homes"/HRA	4.0	5.6
Buy existing private sector homes	187	HRA	20.2	20.2
Housing Association development – committed schemes	59	SHG		0.5 ²
Housing Association Development – future priorities		SHG	0.1	
• Rural Areas	6			1.0
• Regeneration Initiatives	43			5.3
• Unallocated Grant	77			10.3

Council New Build and Land Acquisition				
<ul style="list-style-type: none"> New Build Amman & the Amman Valley Llanelli & District Land Acquisition Carmarthen & the West Carmarthenshire Rural and Market Towns 	45	HRA	5.6	5.6
Developers contributions to homes in the areas	88	Private Finance		11.0
Total	1027		£31.0m	£60.6m

²£7.2m of grant already “drawn down” in previous years

What are the assumptions?

- Being able to maintain the Carmarthenshire Homes Standard as our first priority. Current projections are £415m over the next 30 years.
- Council house rents increasing by inflation plus 1.5% over the next five years.
- Being able to remain within our borrowing limits set by Welsh Government.
- Continuing to receive over £6m every year from Welsh Government for major repairs to existing Council homes.
- Additional revenue expenditure (£172k per year) being available to increase capacity to deliver some of the solutions, e.g. bringing empty homes back into use or understanding rural housing needs better.
- There is more than enough scope to deliver the number of social lettings, empty homes and buying homes in the private sector.
- Enough capacity is developed with Housing Associations to deliver affordable housing solutions where they are needed.

Recommendation 1:

To confirm the strategy to utilise our existing options to maximise the supply of affordable homes.

What can we do to deliver even more homes?

We believe, however, that we could start to meet this gap by being flexible and looking at **alternative delivery vehicles**. This approach could offer the potential to further develop our council land as a valuable asset and help us to consider a far more ambitious new build programme across all tenures. This will also significantly contribute to the Council’s long term vision of creating more jobs, stimulate economic growth and help wider scale regeneration activities.

Examples of alternative delivery models are shown below:

We have also estimated what additional funding would be needed to deliver 900 more homes through new build (the “gap”) for each of the models.

Model	Description
Development by the Council themselves	Council builds and receives a direct return through rental income and capital appreciation. Funding required estimated at £126m
Developments with registered providers e.g. housing association	Direct grant/loan or bond provided by Council to housing association. Land assets may also be used with the housing association providing the finance. Funding required estimated at £81m (based on 58% grant)
Developments through a Local Housing Company /Special purpose vehicle/ Local Asset backed vehicle/Joint Venture ²	Council invests land, partner provides funding and house building/marketing expertise. Funding required estimated at £99m

Options on the preferred delivery model will be provided to members by September 2016.

Recommendation 2:

To look at options to maximise the number of new build homes that could be delivered and provide recommendations to members by September 2016.

How many homes will be delivered in different areas of the County?

Areas of highest housing need are distributed across the county and it will be important that our overall delivery strategy reflects this.

As a result, we have developed four 'Action Areas'. These areas have been developed by building up the wards in the county into distinct areas, which link to a degree of cultural identity which people can relate to.

These are:

1. Ammanford & the Amman Valley
2. Carmarthen & the West
3. Carmarthenshire Rural & Market Towns
4. Llanelli & District

Appendix B confirms our approach to carrying out the housing needs surveys in the Carmarthenshire Rural and Market Towns area.

² Will offer different approaches to tax, on or off balance sheet, borrowing, protecting public interests and visibility of council involvement

Recommendation 3:

To confirm the action area approach for delivering more affordable homes in different parts of the County.

REPORT ATTACHED?

Yes- Affordable Housing Delivery Plan

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: Robin Staines- Head of Housing and Public Protection

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

1. Policy, Crime & Disorder and Equalities

This plan aligns with our previous Affordable Housing Commitment 2015-20 that sets out our clear principles in terms of delivery.

The delivery plan will be based on housing need across the County and the solutions will be based on that need.

2. Legal

The Housing (Wales) Act 2015 sets out our statutory duty to maintain the Welsh Housing Quality Standard (our version is the Carmarthenshire Homes Standard) in our existing stock. This must be our first priority.

There will be legal agreements associated with bringing empty homes back into use, buying homes as well as the Social Lettings agency leasehold/tenancy agreements. These delivery solutions are proposed to be delivered and funded through the HRA. However detailed legal consideration will be carried out on the implementation of these solutions.

Should alternative delivery models be set up, there will be significant legal implications for the Council and recommended model. These implications will be set out in a separate report should there be agreement to further explore options.

3.Finance

The current affordable housing delivery plan has been developed based on some significant financial assumptions, which are noted below. It is proposed that these delivery solutions will be supported by funding through the HRA. The funding model and its assumptions which supports the delivery of the homes proposed within this plan will be extremely sensitive to any change, both positively and negatively and will need to be monitored regularly.

The financial assumptions contained within this current plan are:

- Maintaining the Carmarthenshire Homes Standard in line with current projections over the next 30 years i.e. £415m
- Being allowed, through the Social Housing Rents Policy, to increase Council house rents by at least inflation plus 1.5% over the next five years. The level of additional borrowing will be around £5m every year over the next five years based on this rental increase.
- Remaining within the borrowing cap at the levels set by the Welsh Government.
- Continuing to receive over £6m every year for major repairs to council homes from Welsh Government.
- Revenue savings required from inflation plus 1.5% increase in rent from April 2016 will be firstly met by our net gain from exiting the HRAS system in April 2016.
- Additional revenue required to deliver some of the solutions being funded from further efficiencies within our current plan and the increased rental income that would be received over time.

Any change in these assumptions will impact on the funding available to support the delivery plan.

The delivery plan requires a total investment of £60.6million. This is a combination of HRA, Welsh Government grant funding and private finance. The total level of HRA investment equates to £31million. This will be used to fund housing needs assessments in rural areas (£0.1m) and the following delivery solutions:

- manage more homes in the private sector (£1.1m)
- bring empty homes back into use (£4.0m)
- buying existing homes in the private sector (£20.2m)
- building new homes and land acquisition (£5.6m)

The grant funding expected from Welsh Government will be Social Housing Grant and Houses to Homes funding. Social Housing grant will fund up to 58% of the development costs, the remaining 42% of the development costs must be funded by the Housing Association. The grant allocated to Carmarthenshire equates to £2m per annum but will generate a total investment of £17.2m throughout the life of the plan. Houses to Homes grant funding equates to £1.6m.

The level of private finance identified in the plan equates to £11m. This will be in the form of commuted sums from private developments through the planning system.

4. Risk Management Issues

- Failure to deliver the plan will mean the gap between what is needed to meet affordable housing need will get wider. A greater number of households will be in a position where they are unable to afford a home and in a place where they do not want to live.
- There will be risks associated with the delivery of the solutions should any of the assumptions within the plan change. These assumptions and associated risks will be reviewed on a regular basis by the CHS+ Steering Group. Any significant variations will be reported immediately through the monitoring and review process.

5. Staffing Implications

Additional staffing resources will be required to deliver the plan, particularly around the further development of the Social Lettings Agency and bringing empty homes back into use.

A further assessment will also be undertaken of what skills and capacity will be needed should we decide to implement more creative delivery structures.

6. Physical Assets

The delivery plan will result in an increase in homes owned and managed through the Housing Revenue Account.

CONSULTATIONS

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

Signed: Robin Staines Head of Housing and Public Protection

1. Scrutiny Committee

Community Scrutiny Committee was consulted on 12th February, 2016.

2. Local Member(s)

Local members were fully involved as part of the development of the Affordable Housing Commitment and were supportive of our key principles. Local Members will be fully involved as part of the implementation of the plan.

3. Community / Town Council

Community and Town Councils were fully involved as part of the development of the Affordable Housing Commitment and were supportive of our key principles. Community and Town Councils will be fully involved as part of the implementation of the plan.

4. Relevant Partners

Partners were fully involved as part of the development of the Affordable Housing Commitment and were supportive of our key principles. Relevant partners will be key players in the implementation of the plan.

5. Staff Side Representatives and other Organisations

Staff were fully involved as part of the development of the Affordable Housing Commitment and were supportive of our key principles. Relevant staff will be key players in the implementation of the plan.

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

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

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Affordable Housing Commitment 2015-20	Housing General Files	Council Website- Democratic Services

Affordable Homes



Delivery Plan

2016-20



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Foreword by Cllr Linda Davies Evans

I have great pleasure in introducing our plan to provide over 1,000 affordable homes over the next five years. This reflects the affordable housing commitment and principles adopted by our Council in October 2015. These were developed following wide ranging public consultation. We committed to deliver these new homes on the following principles:

- ✓ Targeting help where the need is highest, in both urban and rural areas, by delivering more affordable homes for rent
- ✓ Being more flexible - whether by bringing wasted homes back into use, buying existing homes or building new ones.
- ✓ Doing whatever it takes by developing innovative and creative ways to deliver more
- ✓ Using our resources in the best possible way to ensure as many new homes as possible
- ✓ Using the expertise, skills and resources of those we work with

This plan is based on realistic financial forecasts and deliverable targets. It sets out what type of new homes we will provide (either directly or with our partners). It is a truly county-wide plan which will deliver the much needed new affordable homes across our county.

While the focus will be on rented homes, we also recognise our communities' ambitions and aspirations. Hence we will also enable and deliver low cost home ownership where it is appropriate to do so.

However, it does not stop here. We are busily looking at new ways of providing even more new affordable housing, working with existing and potentially new partners. Our ambition is great, but it is recognised these ambitions have to be affordable, deliverable and sustainable. We are also fully committed to ensuring our existing homes are kept to the standard demanded by our tenants.

We will review the plan regularly and carefully manage its delivery to ensure our targets are met. I am also anxious that we build into future plans actions to meet the needs of vulnerable people. Work is underway to identify these needs and ensure this plan goes some way to meet all the diverse needs in our communities.

My belief is that good quality, affordable homes are the bed rock of healthy and sustainable communities. We know that in many places and for many people these homes are just not available. This plan will go some way towards rectifying this unacceptable situation. I ask you to work with us to deliver this plan and close this gap.

Councillor Linda Davies Evans
Executive Board Member for Housing

Purpose

We have recently published our five year vision¹ for increasing the supply of affordable homes in Carmarthenshire. The purpose of this plan is to provide the detail on how and where we will deliver more homes. It will also outline what resources will be used and how more could potentially be accessed if we are flexible and creative.

The initial programme will deliver over **1,000** additional affordable homes over the next five years, with a total investment exceeding **£60m**.

The plan will also explain how we could deliver an ambitious new build programme by looking at the delivery options. This will further increase the number of homes delivered and provide additional investment.

The plan will align with the recently published Regeneration Master Plan and will be reviewed at least annually to take advantage of new opportunities and the changing housing market.

What is needed?

People told us that there is a need for smaller type homes, mainly for rent and for local people. People also told us that we need to maximise the use of existing homes when meeting affordable housing need, especially bringing empty homes back into use.

Our assessment of need told us that to meet the highest housing need we would have to provide at least 2,000 new homes by 2020, an average of 400 every year. This does represent a huge challenge for our delivery plan, but we will build on the work we have already done. Historically, we have provided around 70 additional homes each year for the last five years. In 2015/16, however, we will deliver in excess of 200 additional affordable homes. This plan sets out how we will deliver more in the future.

This will mean an innovative approach and by making the best use of our skills and resources. In doing so, we will also ensure that the programme for delivery takes account of the wider benefits of the investment. This will include the economic, social, health and well-being, environmental improvements and promoting the Welsh language benefits.

Above all, we want to ensure as many people as possible live in a home they can afford and in an area they want.

What will be our approach to delivery?

Our approach will be based on the key principles that were developed as part of our affordable housing commitment which is based on what the public told us. They are:

- Targeting help where the need is highest, in both urban and rural areas, by delivering more affordable homes for rent.
- Being flexible, whether bringing empty homes back into use or buying existing homes.

¹ Our Commitment to Affordable Homes 2015-2020

- Doing whatever it takes by developing innovative and creative ways to deliver more e.g. utilising our land to deliver more homes.
- Using our resources in the best possible way to ensure value for money.
- Using the expertise, skills and resources of others.

What solutions are available to us?

A variety of solutions have been looked at as part of the development of this plan. Detailed work has been undertaken on each of the solutions and what they can deliver over the next five years.

Each solution will deliver more homes, but some are more cost effective than others. Appendix A highlights the various solutions that could be delivered. Not all of the solutions, however, will be available in the highest housing need areas. As a result, the delivery programme also provides a clear strategy for different parts of the county.

In general terms, the delivery programme looks at the following solutions to deliver more affordable homes:

1. Managing additional tenancies in the private sector.
2. Bringing empty homes back into use.
3. Buying existing homes.

The above provide the most cost effective options. However the plan includes other provisions. These include:

- Using our land to deliver a number of new council owned homes.
- Making land available to build homes in partnership with housing associations and the private sector.

Our known funding sources over the next five years will be:

- £31m available through the Housing Revenue Account (HRA).
- Nearly £2m investment from Welsh Government to bring empty homes back into use.
- £17m of investment by housing associations (including £10m we administer for the Welsh Government to support housing association development - this is called Social Housing Grant or SHG).
- £11m investment using developers' contributions (sometimes known as section 106 agreements).

We will be creative in the use of developers' contributions. An action group has been formed with planning and corporate property colleagues to determine how best to both maximise and use the resources available. We believe there is a need to move away from direct affordable housing provision on site. The aim is to make the system simpler and make the best use of the funding available. Appendix B confirms what the group will be looking at.

What standards will apply?

We will be reviewing the standards that apply to the delivery programme, making sure these standards are the most cost effective and sustainable in terms of design and specification.

So, how many affordable homes will be delivered over the next five years?

Table 1 (below) highlights what we can deliver, based on maximising the number of affordable homes.

From this information we know we will be able to deliver over 1,000 additional affordable homes across the county over the next five years. This will be a total investment exceeding £60m.

Funding such as Social Housing Grant will be targeted on the more expensive schemes in rural areas. We will also use it to support wider regeneration initiatives and specialist type housing for people with disabilities.

Table 1: Affordable housing delivery over the next five years

Solution	Est. No. of homes	Funding source	HRA investment (£millions)	Total investment (£millions)
Managing homes in the private sector (including the Social Letting Agency)	242	HRA	1.1	1.1
Bringing empty houses back into homes	280	WG "Houses into Homes" fund/HRA	4.0	5.6
Buy existing homes in private sector	187	HRA	20.2	20.2
Housing Association development- committed schemes	59	SHG		0.5 ²
Housing Association development- future priorities				
• Rural Areas	6	SHG	0.1	1.0
• Regeneration initiatives	43			5.3
• Unallocated Grant	77			10.3
Council New Build and Land Acquisition				
• New Build: Ammanford & Amman Valley Llanelli & District	45	HRA	5.6	5.6
• Land Acquisition Carmarthen & the West Carmarthenshire Rural & Market Towns				
Developers contribution to homes in the area ³	88	Private Finance		11.0
Total	1027		£31.0	£60.6

Recommendation 1:

To confirm the strategy to utilise our existing options to maximise the supply of affordable homes.

² £7.2m of grant already invested in starting 59 homes. £500k will complete these homes in 2016/17

³ Further work to be carried out with Planning and Corporate Property

What are our assumptions to support the delivery plan?

The total investment of over £60m is based on:

- Being able to maintain the Carmarthenshire Homes Standard (CHS+) as our first priority. Current projections are to invest £415m over the next 30 years.
- Council house rents increasing by inflation plus 1.5% over the next five years.
- Being able to remain within our borrowing limits set by Welsh Government.
- Continuing to receive over £6m every year from Welsh Government for major repairs to existing council homes.
- Continuation of the Social Housing Grant programme and housing associations partners can raise the private match funding

RISK: Costs associated with maintaining the CHS increase and/or income from rents and Welsh Government decrease. Each of these circumstances will lead to less money being available to increase the supply of affordable homes.

- Additional revenue expenditure (£172k per year) being available to increase capacity to deliver some of the solutions, e.g. bringing empty homes back into use or understanding rural housing needs better.
- It would appear there is more than enough scope to deliver the number of social lettings, empty homes and buying existing homes.

RISK: The availability of the solutions being restricted by housing market changes and/or changes to the willingness of landlords/homeowners to participate in the schemes.

- Enough capacity is developed with Housing Associations to deliver affordable housing solutions where they are needed.

RISK: Housing Associations being unable to deliver what is required

A full risk management plan will be part of the monitoring and review process.

The plan will be monitored and reviewed by the Housing Development Group. This group will feed directly into the well established CHS+ Steering Group and onto the Executive Board and Council.

What can we do to deliver even more homes?

This plan will deliver over 1,000 additional homes over the next five years, but it still leaves us over 900 homes short on what is needed.

We believe, however, that we could start to meet this gap by being flexible and looking at **alternative delivery vehicles**.

This approach could offer the potential to further develop our council land as a valuable asset and help us to consider a far more ambitious new-build programme across all tenures. This will also significantly contribute to the council’s long term vision of creating more jobs, stimulate economic growth and help wider scale regeneration activities. Examples of alternative delivery models are shown in Table 2 below:

We have also estimated what additional funding would be needed to deliver 900 more homes through new build (the “gap”) for each of the models.

Table 2: Summary of various Delivery Models

Model	Description
Further development by us	We build new homes on our land. We benefit from rental income and any increase in capital value. Advantage: low borrowing rates from Public Works Loans Board Disadvantage: very limited scope for further borrowing due to limits imposed by Welsh Government. Funding required estimated at £126m .
Development by a housing association	Direct grant/loan or bond provided by us to housing associations. Land assets may also be used with a housing association providing the finance. Advantage: a housing association could borrow privately on top of the finance provided by us, potentially doubling the investment. Disadvantages: National housing standards could increase scheme costs therefore reducing the number of new homes available. Could be potential state aid issues. Housing associations would need the capacity to borrow. Funding required estimated at £81m (based on 58% grant/loan).
Developments through local housing trading company / special purpose vehicle/ local asset-backed vehicle / joint venture ⁴	Council invests land and potentially a small amount of initial investment, partner provides funding and house-building expertise. Advantages: we can take advantage of industry expertise, efficiencies and cost control. This is a good way of producing mixed tenure, socially-inclusive developments. It may also help to unlock sites where the private sector is unable to proceed because of up-front infrastructure costs. We can set the rents on any new homes outside centrally-imposed controls. One variant would be to share profits with the private partner that can then be reinvested in future schemes. Disadvantages: takes longer to set up. Not suitable for smaller sites unless these can be aggregated. Funding required estimated at £99m .

When developing the land assets, there will obviously be a range of issues to consider including capital receipts, the Local Development Plan (LDP), achieving best value, reducing development risks and increasing the viability of the development.

Options on the preferred delivery model will be provided to members by September 2016.

⁴ Will offer different approaches to tax, on or off balance sheet, borrowing, protecting public interests and visibility of council involvement

Recommendation 2:

To look at options to maximise the number of new build homes that could be delivered and provide recommendations to members by September 2016.

How many homes will be delivered in different areas of the county?

Areas of highest housing need are distributed across the county and it will be important that our overall delivery strategy reflects this.

As a result, we have developed four 'Action Areas'. These areas have been developed by building up the wards in the county into distinct areas, which link to a degree of cultural identity which people can relate to.

These are:

1. Ammanford & the Amman Valley
2. Carmarthen & the West
3. Carmarthenshire Rural & Market Towns
4. Llanelli & District

In order to come up with a relatively simple approach on how we should deliver the additional homes by area we have compared the relative housing need with the total population in each action area⁵. Table 3 shows us how the split will look based on housing need and population

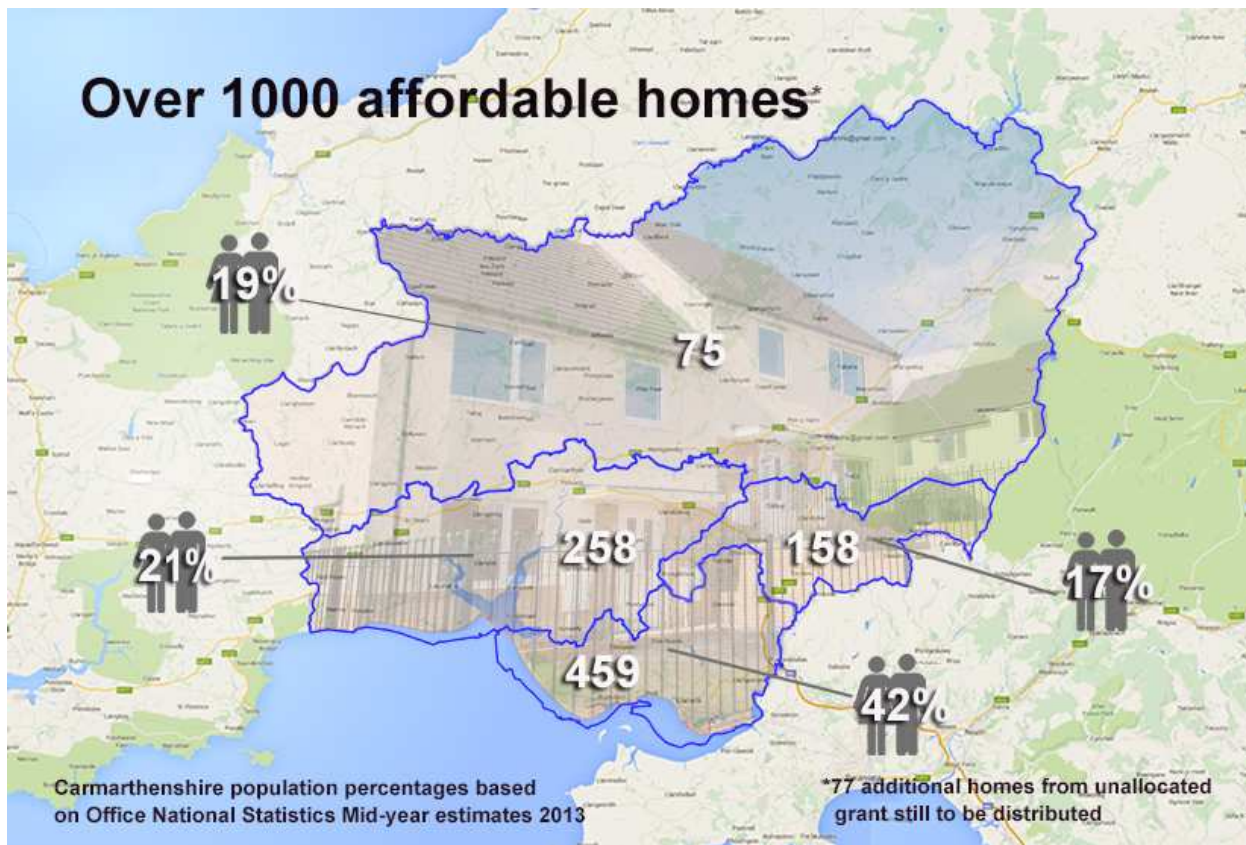
Table 3: Division of affordable homes by area based on need and population (Total numbers of areas chosen by highest need applicants- Bands A and B)

Action Area	Need (No. households asking for area) ⁶	%	Total pop. in action area	%
Ammanford & Amman Valley	1,510	17	32,168	17
Carmarthen & the West	1,958	22	38,348	21
Carms. Rural & Market Towns	643	8	35,977	19
Llanelli & District	4,716	53	78,188	42
Total	8,827⁷		184,681	

⁵ Based on Office for National Statistics Mid-Year estimates 2013

⁶ Based on those households in highest housing need (August 2015)

⁷ Some households may request more than one Action Area



What does this tell us?

- *Carmarthen & the West and Ammanford & the Amman Valley* have similar percentages for housing need and population.
- There may be under reporting of housing need in the more rural areas. The evidence shown above tends to support this.

As a result, the action group mentioned earlier will also be looking at carrying out specific work in **rural areas** to understand the need better and resources will be allocated to do so. Appendix B confirms what the group will be looking at.

The action area map above highlights how the initial 1,000 homes are divided between the action areas.

It should be noted that 77 additional homes will be delivered using Social Housing Grant and working in partnership with the housing associations (identified as part of the £10m investment). This grant funding will be allocated to meet housing need in rural areas, the provision of specialist housing for people with disabilities and contributing to regeneration initiatives. We have an excellent track record of using the grant funding allocated to us each year. We are therefore well placed to attract any additional funding that comes available.

Additional affordable homes by action area

Each area has a specific set of circumstances based on the housing needs of the area and the availability of opportunities in that area.

The following sections provide a summary for each action area based on these circumstances, confirming the strategic approach in each area, and in what ways we will deliver more affordable homes.

As a further safeguard to ensure that we are delivering the right homes in the right areas we will always consider existing demand for our own housing in each area.

**Recommendation 3:
To confirm the action area approach for delivering more affordable homes in different parts of the county.**

Ammanford & the Amman Valley



Delivery Strategy
<ul style="list-style-type: none"> Mainly two and four bedroom homes Significant opportunity to maximise the number of affordable homes through Social Lettings Agency and buying private sector homes Plenty of opportunity for bringing empty homes back into use due to relatively large numbers New build opportunities at Maespiode, Llandybie Housing Association scheme planned for Wind Street, Ammanford

Solutions	Additional Homes	Investment (£m)
Managing homes in the private sector (Social Letting Agency)	41	0.2
Empty houses back into homes	51	1.0
Buy ex RTB/private sector homes	33	3.3
Housing Association development	10	1.3
Land /New build	8	1.0
Developers' contributions to homes in the area	15	1.9

* 17% of the total population of Carmarthenshire live in this area

Carmarthen & the West



Delivery Strategy

- Shortage of all types of accommodation
- Social lets, bringing empty homes back into use and buying private sector homes are the most cost effective options
- Buying private sector homes will be more expensive, but still represents good value for money
- May need to incentivise landlords to get them involved in Social Lets in Carmarthen Town as a result of strong demand for rental accommodation
- Housing Association schemes planned for Cae Bryn Drain, Pentrefelin Street, Priory Street and Job's Well Road
- Limited land availability in areas of high housing need

Solutions

Additional Homes

Investment (£m)

Solutions	Additional Homes	Investment (£m)
Managing homes in the private sector (Social Letting Agency)	53	0.2
Empty houses back into homes	62	1.3
Buy ex RTB/private sector homes	30	4.1
Housing Association development	84	3.3
Land /New build	10	1.2
Developers' contributions to homes in the area	19	2.4

* 21% of the total population of Carmarthenshire live in this area

Carmarthenshire Rural & Market Towns



Delivery Strategy
<ul style="list-style-type: none"> • Increase in supply of two bedroom homes with a small number of three and four bedroom homes • Small number by bringing empty homes back into use and social lets • More significant affordability issues so low cost home ownership to be considered in certain circumstances • May need to incentivise landlords to get them involved in Social Lets in Whitland, Llandovery, Llandeilo and Newcastle Emlyn • Very limited land availability • Little delivery of new homes in private sector therefore may need to intervene to “un-stick” sites • Housing Association scheme planned for Llandeilo

Solutions	Additional Homes	Investment (£m)
Managing homes in the private sector (Social Letting Agency)	20	0.1
Empty houses back into homes	32	0.8
Buy ex RTB/private sector homes	6	0.8
Housing Association development	6	1.0
Land /New build	4	0.4
Developers' contributions to homes in the area	7	0.9
Needs Assessment in rural areas		0.1

* 19% of the total population of Carmarthenshire live in this area

Llanelli & District



Delivery Strategy

- Focus on smaller homes
- Any low cost home ownership homes should be focussed in Llangennech, Pwll and Burry Port
- Social lets, bringing empty homes back into use and buying private sector homes most cost effective options
- Existing Housing Association scheme planned for Buckley Maltings, Llanelli
- Potential opportunity for mixed tenure partnership working in Burry Port
- New build opportunities in Y Waun and Dylan
- Wider opportunities to support regeneration of town through alternative delivery models

Solutions

Additional Homes

Investment (£m)

Solutions	Additional Homes	Investment (£m)
Managing homes in the private sector (Social Letting Agency)	128	0.6
Empty houses back into homes	135	2.5
Buy ex RTB/private sector homes	118	12.0
Housing Association development	8	1.2
Land /New build	23	3.0
Developers' contributions to homes in the area	47	5.8

* 42% of the total population of Carmarthenshire live in this area

Appendix A: SOLUTIONS TO MAXIMISE THE SUPPLY OF AFFORDABLE HOUSING IN CARMARTHENSHIRE

Managing homes in the private rented sector including the Social Lettings Agency (SLA)

This is a highly successful and cost effective way of getting more families into affordable homes. We currently manage over 150 homes. The scheme benefits from little capital outlay. We will now look to significantly expand the Agency through additional staffing resources and working in partnership with existing letting agents and landlords. There may also be a need, where appropriate, to incentivise landlords in certain areas to make homes available. The management of social lets will play a significant role across all areas of the county as our research indicates that there is scope for expansion.

Bringing empty homes back into use

Bringing empty homes back into use to meet affordable housing need will be a key part of our approach. Whilst the present "Houses to Homes" scheme doesn't prioritise specifically by housing need, we will provide additional housing capital money to support the scheme as well as additional staffing support. Our research indicates that there are significant opportunities across the county. There are a number of models and ways that can be used to bring homes back into use e.g. becomes part of Social Lettings Agency, Housing buys the home and refurbishes, or we buy and then sell to a local family on a low cost home ownership basis. We will initially focus on bringing them back into use for rent. Costs will vary but based on experience will be up to £25,000 per home.

Buying existing homes

For a typical 2 bed home this will be in the region of £90,000 (including any work to bring it up to the Carmarthenshire Homes Standard). This may be slightly higher in Carmarthen and the more rural parts of the county. Again, this is seen as a key part of the delivery plan as a relatively straightforward and easy way to increase the number of affordable homes

Housing association developments

Each year the council administers Social Housing Grant (SHG) on behalf of the Welsh government to facilitate housing association developments. The SHG funding equates to a maximum of 58% of the development costs. The housing association must fund the remaining 42% of the costs themselves. The amount of SHG funding allocated to Carmarthenshire is approximately £2.0m per year. This generates a total investment programme of £3.5m per annum. The figures shown in Table 1 represent the total investment generated from the grant. There will be further opportunities to take up national slippage and we will ensure we have schemes "on the shelf" ready to go. We will also use the plan to drive down the levels of subsidy given to housing associations.

Committed schemes

59 new affordable homes will be delivered in 2016 from three schemes that have already been committed to. These schemes are in Cae Bryn Drain, Carmarthen, Pentrefelin Street, Carmarthen and the housing co-operative scheme in Job's Well Road, Carmarthen. These schemes are in the *Carmarthen & the West* action area and equate to a total investment of £7.7m. Most SHG has, however, already been drawn down in previous years with only £0.5m required during the life of the plan.

Future priorities

The future use of SHG will be prioritised around three themes. It will be used to fund more expensive schemes in rural areas, support wider regeneration initiatives and develop specialist housing schemes to support people with disabilities. The following schemes have already been prioritised in the plan:

Schemes in rural Areas

- Thomas Terrace, Llandeilo

Schemes that support wider regeneration initiatives

- Wind Street, Ammanford
- Priory Street, Carmarthen
- Buckleys Maltings, Llanelli

Unallocated SHG and Specialist Housing Schemes

The plan currently has £8m of SHG which is not allocated to any individual schemes. £2m of this has been initially allocated in the plan to deliver specialist housing to support people with disabilities. The individual specialist housing schemes will be identified throughout the life of the plan and will be based on need.

Council new build and land acquisition

The plan has currently identified £5.6m for new build and land acquisition. This funding has been distributed throughout the four action areas based on housing need. There is land currently available in the HRA to develop new homes in both the *Ammanford & the Amman Valley* and the *Llanelli & District* action areas. Land will, however, need to be sourced in the *Carmarthen & the West* and *Carmarthenshire Rural & Market Towns* action areas. Progressing these sites will require innovative solutions and partnership working to maximise both public and private sector investment. HRA funding alone will not be enough to complete these developments. As an example we plan to put the following schemes forward for the Housing Finance Grant Phase 2 initiative:

Sites being considered for new build in the Amman & Amman Valley action area:

- Maespiode, Llandybie

Sites being considered for new build in the Llanelli & District action area:

- Y Waun, Llwynhendy
- Dylan, Bynea

Developer contributions to affordable housing

The assumptions for developer contributions in the plan have been allocated to building new homes. The funding is based on the commuted sums we are likely to get from private developments. We will be reviewing the way we utilise this funding through the Affordable Rural Housing and Section 106 Agreements Action Group. This group will ensure that we are innovative and maximise the supply of affordable homes in the best ways in all areas of the county. This could involve utilising some or all the funding to increase the supply of private sector homes we manage, the number of empty homes brought back into use or the number of homes sold under right to buy that we buy. The options agreed by the Action Group could deliver more affordable homes than the 88 homes stated currently in the plan.

Appendix B:

Rural Housing and use of developers' contributions- Action Group

What will be our approach?

We will set up a time bound Action group to challenge what we currently do in the following areas:

- Affordable housing delivery in rural areas
- The delivery of affordable housing through developers' contributions (known as section 106 agreements)

The group's work will focus on:

1. Further developing our needs evidence base in rural areas. We will target surveys in a range of communities in the first 12 months. This will reflect communities that we think are currently in the highest housing need, in moderate housing need and the lowest housing need.
 - Highest housing need- **Abergwili and Llandeilo**
 - Moderate housing need- **Llandovery**
 - Lowest housing need- **Cilycwm and Cynwyl Gaeo**
2. Developing specific measures in understanding current delivery. This will include the number of planning applications approved which include affordable housing, the number of affordable homes completed and the number of affordable homes which have been approved but not delivered.
3. Identifying further opportunities for affordable housing initiatives.
4. Challenging the current Rural Exceptions policy.
5. Understanding why some sites are currently "stuck" and coming up with solutions.
6. Challenging the current requirements of section 106 agreements, both in terms of the use and promotion of developer contribution and the process for amending existing signed agreements.
7. Exploring opportunities for further regional delivery around affordable housing.

This work will be complete by Autumn 2016 and will feed into any revisions of this Plan for 2017 onwards.

Monday, 22 February 2016

PRESENT: Councillor E. Dole (Chair)

Councillors:

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

The following Officers were in attendance:

M. James, Chief Executive
 C. Moore, Director of Corporate Services
 J. Morgan, Director of Community Services
 R. Mullen, Director of Environment
 R. Sully, Director of Education & Children
 L.R. Jones, Head of Administration and Law
 W. Walters, Assistant Chief Executive (Regeneration & Policy)
 D. Williams, Press Manager
 M.S. Davies, Democratic Services Officer

Chamber, County Hall - 10.00 - 10.35 am

1. APOLOGIES FOR ABSENCE

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

2. DECLARATIONS OF PERSONAL INTEREST

Councillor	Minute No.	Nature of Interest
H.A.L. Evans	9 – Affordable Homes Delivery Plan	Sister is Chief Executive of Bro Myrddin Housing Association.

3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 1ST FEBRUARY 2016

The Board was informed that the following had been inadvertently omitted from the minutes indicated:

Minute 14 – Revenue Budget Strategy 2016/17 to 2018/19

The inclusion of the words ‘and subject to recommendation 14.4’ in recommendation 14.1;

The inclusion of a recommendation 14.5 ‘that the provisional medium term financial plan be approved as a basis for future years planning.’

It was also clarified that the agreement to pay the 1% from April was in respect of non teaching staff.

Minute 15 – Five Year Capital Programme 2016/17-2020/21

The inclusion of a recommendation 15.5 ‘that the Director of Corporate Services will advise and recommend to County Council on 10th March of any impact and consequential action required from the Final Settlement which is

due to be published by Welsh Government on 2nd March 2016, and debated on 9th March 2016.'

UNANIMOUSLY RESOLVED, subject to the inclusion of the above, that the minutes of the meeting of the Executive Board held on the 1st February 2016 be signed as a correct record.

4. QUESTIONS BY MEMBERS

The Chair advised that no questions on notice had been submitted by members.

5. PUBLIC QUESTIONS

The Chair advised that no public questions had been received.

6. CURRENT POSITION OF FOOD HYGIENE RATING IN CARMARTHENSHIRE

The Executive Board considered a report detailing the current situation and challenges in relation to the statutory Food Hygiene Ratings Scheme which, amongst other requirements, made participation by local authorities compulsory and required food businesses supplying food to the final consumer to display their food hygiene ratings. Carmarthenshire currently had 1482 premises with a Mandatory food hygiene score and, overall, food hygiene ratings in Wales had continued to improve over the last 3 years. As a result of the revisit policy there were no businesses in Carmarthenshire which had received 'poor scores' consecutively and re-rating requests had not proven to be too onerous to date. The Department was congratulated on its implementation of the scheme.

UNANIMOUSLY RESOLVED to receive the report.

7. MODERNISING EDUCATION PROGRAMME - PROPOSAL TO CHANGE THE LANGUAGE CATEGORY OF YSGOL BRO MYRDDIN FROM BILINGUAL (2A) TO WELSH MEDIUM (WM).

The Executive Board considered a report on a proposal to change the language category of Ysgol Bro Myrddin from Bilingual (2a) to Welsh Medium (WM). The Board was reminded that Council, at its meeting held on the 14th October 2015 (minute 10.1 thereof refers) had resolved to initiate formal consultation on the proposal and for a further report to be submitted to the Executive Board at the end of the consultation period. As part of the consultation process consultees had been invited to forward their observations in relation to the proposal. Appendix A to the report detailed the list of respondents, Appendix B summarised the observations received and the authority's response thereto, Appendix C provided Estyn's response and Appendix D detailed the consultations undertaken with the pupils at the school.

The Board was advised that the proposals had been endorsed by the Education and Children Scrutiny Committee.

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the proposal change the language category of Ysgol Bro Myrddin from Bilingual (2A) to Welsh Medium (WM) be proceeded with and a statutory notice be published to implement the proposal.

8. THE CARMARTHENSHIRE HOMES STANDARD PLUS (CHS+) "DELIVERING WHAT MATTERS"

The Executive Board considered the 'Carmarthenshire Homes Standard Plus

(CHS+) Delivering What Matters 2016 – 2019' plan the purpose of which was:

- to explain the vision and detail of the Carmarthenshire Homes Standard Plus, and what it meant for tenants;
- to confirm the financial profile, based on current assumptions, for the delivery of CHS+ over the next three years; and
- to produce a business plan for the annual application to Welsh Government for Major Repairs Allowance (MRA) for 2016/17, equating to £6.1m.

The Executive Board Member for Housing thanked all who had contributed to the plan.

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL

8.1 that the vision of CHS+ and the financial and delivery programme over the next three years be confirmed;

8.2 that the submission of the plan to the Welsh Government be confirmed.

9. AFFORDABLE HOMES DELIVERY PLAN.

(NOTE: Councillor H.A.L. Evans, having earlier declared a personal and prejudicial interest in this item, left the Council Chamber during its consideration).

The Executive Board considered the Affordable Homes Delivery Plan 2016-20 the purpose of which was to explain how the Authority would deliver over 1000 additional affordable homes over the next five years, with a total investment exceeding £60m, and how the number of additional homes could be nearly doubled by developing delivery options for new build schemes. The plan also clarified where these homes would be, what resources were currently available and how more affordable homes could potentially be delivered in the future.

The Executive Board Member for Housing advised that the Plan had been endorsed by the Community Scrutiny Committee on the 12th February 2016 but had recommended to the Executive Board that when preparing further proposals for the action areas due consideration be given to their deliverability and sustainability including matters such as the suitability of the existing local infrastructure for example local amenities and potential planning constraints.

Councillor D. Cundy asked whether the Authority could ensure that its Housing Division worked closely with Housing Associations so that people who cannot pay Housing Association rents do not get evicted and then require Council assistance. In response the Executive Board Member for Housing stated that this was already the case as the Council received grants which were distributed to the Housing Associations and it was incumbent on both therefore to work in partnership. In response to a further question from Councillor Cundy the Chief Executive advised that Section 106 payments would still remain as a means for providing affordable homes.

In response to a question from Councillor T. Devichand as to how the delivery plan would be affected if the Welsh Government ceased to provide funding for major repairs to existing council homes the Executive Board Member for Housing stated that the plan reflected what the Authority could achieve at present and it would be difficult to predict a future scenario. She added that the Welsh Government had provided over £6m in respect of the aforementioned for a number of years and it was hoped that this would continue. The Director of Communities emphasised that

the Delivery Plan was dynamic and could be adapted to the funding that was available

UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL

- 9.1 that the strategy to utilise the Council's existing options to maximise the supply of affordable homes over the next five years be confirmed;**
- 9.2 that options to maximise the number of new build homes that could be delivered be investigated with a view to providing recommendations by September 2016;**
- 9.3 that the action area approach for delivering more affordable homes in different parts of the County be confirmed;**
- 9.4 that when preparing further proposals for the action areas due consideration be given to their deliverability and sustainability including matters such as the suitability of the existing local infrastructure for example local amenities and potential planning constraints.**

CHAIR

DATE