

TUESDAY, 21 JULY 2020

TO: ALL MEMBERS OF THE EXECUTIVE BOARD

I HEREBY SUMMON YOU TO ATTEND A **VIRTUAL MEETING** OF THE **EXECUTIVE BOARD AT 10.00 AM, ON MONDAY, 27TH JULY, 2020** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Wendy Walters

CHIEF EXECUTIVE

Democratic Officer:	Martin S. Davies
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Wendy Walters Prif Weithredwr, *Chief Executive*,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

EXECUTIVE BOARD

MEMBERSHIP - 10 MEMBERS

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

A G E N D A

1. **APOLOGIES FOR ABSENCE.**
2. **DECLARATIONS OF PERSONAL INTEREST.**
3. **TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 13TH JULY 2020.** 5 - 6
4. **QUESTIONS ON NOTICE BY MEMBERS.**
5. **PUBLIC QUESTIONS ON NOTICE.**
6. **RESUMPTION OF CAR PARKING CHARGES.** 7 - 14
7. **ARMED FORCES (AF) COVENANT AND DEFENCE EMPLOYER RECOGNITION SCHEME (DERS) BRONZE AWARD.** 15 - 22
8. **NOTICES OF MOTION REFERRED FROM COUNCIL (12TH FEBRUARY 2020 AND 8TH JULY 2020) ADDRESSING RACISM IN CARMARTHENSHIRE.** 23 - 30
9. **ANY OTHER ITEMS OF BUSINESS THAT BY REASONS OF SPECIAL CIRCUMSTANCES THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY PURSUANT TO SECTION 100B(4)(B) OF THE LOCAL GOVERNMENT ACT, 1972.**
10. **EXCLUSION OF THE PUBLIC.**

THE REPORTS RELATING TO THE FOLLOWING ITEMS ARE NOT FOR PUBLICATION AS THEY CONTAIN EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 14 OF PART 4 OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) (WALES) ORDER 2007. IF, FOLLOWING THE APPLICATION OF THE PUBLIC INTEREST TEST, THE BOARD RESOLVES PURSUANT TO THE ACT TO CONSIDER THESE ITEMS IN PRIVATE, THE PUBLIC WILL BE EXCLUDED FROM THE MEETING DURING SUCH CONSIDERATION.
11. **FORMER GRILLO SITE, BURRY PORT.** 31 - 40

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EXECUTIVE BOARD

Monday, 13 July 2020

PRESENT: Councillor E. Dole (Chair)

Councillors:

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

Also in attendance:

Councillor D.M. Cundy.

The following Officers were in attendance:

W. Walters, Chief Executive;

C. Moore, Director of Corporate Services;

J. Morgan, Director of Community Services;

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

R. Mullen, Director of Environment;

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

L.R. Jones, Head of Administration and Law;

J. Jones, Head of Regeneration;

G. Morgan, Head of Democratic Services;

D. Hockenull, Marketing and Media Manager;

J. Owen, Democratic Services Officer.

Virtual Meeting: 10:00am - 10:22am

1. APOLOGIES FOR ABSENCE.

An apology for absence was received from Councillor P. M. Hughes.

2. DECLARATIONS OF PERSONAL INTEREST.

Councillor	Minute Number	Nature of Interest
G. Davies (raised declaration separately under item 8)	8 – Business Tenants Rent Concession	He is a Director of a company based in a building owned by Carmarthenshire County Council.

3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE EXECUTIVE BOARD HELD ON THE 29TH JUNE 2020

UNANIMOUSLY RESOLVED that the minutes of the meeting of the Executive Board held on the 29th June, 2020 be signed as a correct record.

4. PUBLIC QUESTIONS ON NOTICE

The Chair advised that no questions on notice had been submitted by members.

5. QUESTIONS ON NOTICE BY MEMBERS

The Chair advised that no questions on notice by Members had been received.

6. ANY OTHER ITEMS OF BUSINESS

The Chair reported that there were no items of urgent business.

7. EXCLUSION OF THE PUBLIC

UNANIMOUSLY RESOLVED, pursuant to the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) (Wales) Order 2007, that the public be excluded from the meeting during consideration of the following items as the reports contained exempt information as defined in paragraph 14 of Part 4 of Schedule 12A to the Act.

8. BUSINESS TENANTS - RENT CONCESSION

Following the application of the public interest test it was **RESOLVED** pursuant to the Act referred to in minute no. 7 above not to publicise the content of the report as it contained exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information) (Paragraph 14 of Part 4 of Schedule 12A to the Act).

The public interest test in respect of this report outweighs the public interest in disclosing the information contained therein as disclosure would harm the businesses to which the report applies, undermining their position in the marketplace and potentially put jobs at risk and cause harm to the local economy.

[Note: At this point in the proceedings Councillor G. Davies declared a personal interest in this item, he remained in the meeting during its determination and voted.]

The Executive Board noted, as previously reported at its meeting on the 29th June 2020, the COVID 19 pandemic has had a significant negative impact on the business economy in Carmarthenshire. In view of the likelihood that businesses would continue to struggle financially in the foreseeable future, the Executive Board considered a report which provided detailed options open to the Authority for continuing to assist with rent concessions for its business tenants.

With Carmarthenshire Council having a significant business portfolio with one of the highest tenancy occupation rates in Wales, members also considered the potential revenue implications for the Authority as set out in the report.

RESOLVED that Council business tenants are offered a 50% rental concession for July and a further 25% concession for August. The concession would only apply to those tenants who are able to evidence hardship, which will be assessed on a 50% reduction in turnover for July.

CHAIR

DATE

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EXECUTIVE SUMMARY
EXECUTIVE BOARD
27th July 2020

RESUMPTION OF CAR PARKING CHARGES

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

Car parking charges in the Council's town centre car parks were suspended in March 2020 at the onset of the Covid 19 pandemic. Since that time the town centre car parks have remained open, but free of charge to use.

This report outlines the financial implications of reintroducing parking charging at various dates. It also sets out the impact of introducing the 20 pence increase in parking tariffs which were to have started from the 1st April 2020. The report includes recommendations for Executive Board to consider.

2. KEY DECISIONS REQUIRED, IF ANY

A decision is required on when to reintroduce car parking charges in our town centre car parks and whether to also include the planned increase in parking tariffs.

3. BACKGROUND AND EXPLANATION OF ISSUES

The County Council Highways & Transportation Service manages 57 car parks in town centres around Carmarthenshire. Some of the peripheral car parks in the smaller towns and villages are free to use but there is a charge levied for parking in the main town car parks. This provides the County Council an income of circa £2.4 M per year.

The Council had agreed in March 2020 in the Council's Revenue Budget Strategy 2020/21 – 2022/23 to implement 20 pence increase in charges on all tariff bands to be implemented from the 1st April 2020. Due to the suspension of parking charges in March 2020 the increase was not implemented.

Revenue from car parking funds essential highways and transportation services that are essential to support town centres

There is no data available on the usage of the car parks through the Covid 19 pandemic as customers have not been required to purchase a parking ticket. In order to understand the potential loss of income due to the suspension of charges financial forecasts have been based on daily equivalent parking patterns from 2019/20. The impact of Covid 19 on car park usage is however appreciated.

When parking charges are increased there is also normally an elasticity in demand as some customers will opt to use alternative travel or parking options. This elasticity can be of a short and medium term and will be influenced by a range of factors including location, journey purpose, the date and time of the journey and the duration of parking required. For the purpose of providing a comparison between forecasts demand elasticity has not been included.

Income figures also do not include for the Penalty Charge Notices which would have been issued within the car parks.

To aid decision making two income scenarios have been considered, namely with and without the 20 pence price increase, for the following three timelines:

- a. Parking charges are reintroduced from the 17th July. This would coincide with the end of the academic year and the start of the school summer holidays.

- b. Parking charges are reintroduced at the end of August, the end of the school summer holidays.
- c. Parking charges are not reintroduced until January 2021, after the Christmas holiday.

The financial implications are set out in the following table: -

Period	Potential Income Loss at 2019 Rate	2019 Rate Cumulative Loss	Potential Income Loss at 2020 Rate (20p increase / band)	2020 Rate Cumulative Loss
Wed 1st April 2020 to Fri 17th July 2020	£ 779,663	£ 779,663	£ 878,786	£878,786
Sat 18th July 2020 to Sun 30th August 2020	£ 334,651	£ 1,114,314	£ 376,792	£ 1,255,579
Mon 31st August 2020 to Sun 3rd January 2021	£ 956,927	£ 2,071,242	£ 1,071,830	£ 2,327,409

Note: minor variables such as the influence of the free parking pilot where various towns benefit from free parking for periods on selected days and the town centre free parking event days have not been included within this analysis.

4. IMPLICATIONS

The management of traffic and car parking can have a significant influence on travel patterns within town centres. It can be used as a tool to encourage sustainable modes of travel, to discourage certain travel patterns and to stimulate economic activity by encouraging visitors.

During the Covid 19 pandemic consistent public messages from national government have encouraged greater walking and cycling as a travel option and measures are being formulated to 'lock-in' these beneficial modal changes. Central government messages have also discouraged the use of public transport where possible due to difficulties in maintaining social distancing on buses and trains and this change will need to be addressed in the long term for a number of reasons associated with climate change and congestion.

Carmarthenshire is a predominantly rural County and has a greater reliance on private cars. As a consequence car parking within our towns is a key factor in supporting their economic vitality and their recovery following the impacts of Covid 19.

The reintroduction of parking charges will therefore have wider implication with respect to town centre economies and sustainable travel patterns and the long-term viability of public transport as revenue for parking supports the provision of essential highway and transportation services.

In considering the report it is recommended that Executive Board approves:

1. The reintroduction of parking charges in town centre car parks with effect from Monday 31st August 2020.
2. The proposed 20p increase be postponed until Monday 4th January 2021.

DETAILED REPORT ATTACHED	NO
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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: **S Pilliner**

Head of Highways & Transport

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

Council agreed to the introduction of 20 pence increase on parking charges which was to be implemented from the 1st April 2020 and has supported selective free parking periods in town centres.

2. Legal

The introduction of increased parking charges requires a legal process advertising the increases. This will need to be completed prior to any increase in charging rates.

3. Finance

The financial implications arising from the recommendations within the report are set out below:

The financial loss from the suspension of charges since the start of the financial year to the 30th August including the approved 20p increase in tariff fees is estimated at £1,255,579.

There is an additional financial loss of £114,903 from delaying the 20p increase in tariff to 3rd January 2021.

The Wales Government has not yet confirmed if car parking charges will be eligible for a claim from the Local Authority Hardship Fund, however it is anticipated that support will be available from WG for the loss in car parking income during the lockdown period (first 3 months of this financial year).

If the decision is made to extend free car parking of the Town Centre car parks to the 30 August 2020, this extension is estimated to cost the Authority £377k in loss of income. Currently WG have given no commitment to support this additional lost income and therefore the Authority should at this moment in time provide for such lost income within its own budget monitoring.

WG are currently differentiating between local and national decisions and this appears to influence their decision on the availability of funding of additional costs and lost income.

Should the implementation of the 20p increase in car parking charges, (agreed as part of the budget) be deferred until 3rd Jan, there will be a further loss in income for the period 31 August 2020 to the 3rd Jan 2021 of an estimated £115k.

5. Risk Management Issues

Risk Assessments and Safe Working Practices are in place with respect to Covid 19 for parking operations. The financial impacts associated with reintroducing parking charges are set out within this report.

6. Physical Assets

The Pay & Display machines can be brought back on-line to support the reintroduction of parking charges.

7. Staffing

The Council's Civil Enforcement Officers regularly patrol town centre car parks and have already restarted on-street patrols and are monitoring car parks. Cash collections from Pay & Display machines are normally undertaken by contractors but were suspended when charging was suspended. These will need to be brought back on-line.

CONSULTATIONS

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

Signed: S Pilliner

Head of Highways & Transport

1.Scrutiny Committee N/A

2.Local Member(s) N/A

3.Community / Town Council N/A

4.Relevant Partners N/A

5.Staff Side Representatives and other Organisations N/A

EXECUTIVE BOARD PORTFOLIO
HOLDER(S) AWARE/CONSULTED

YES

Include any observations here

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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Executive Summary
Executive Board
27.07.20

**Armed Forces (AF) Covenant and
Defence Employer Recognition Scheme (DERS) Bronze Award**

The Armed Forces Covenant

The AF Covenant represents a pledge that those who serve in the Armed Forces (AF), whether Regular or Reserve, and those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and services. There is also acknowledgement that special consideration may be appropriate in some cases, especially for those who have given the most, such as the injured and the bereaved.

There are currently no definitive and comprehensive statistics on the size or demographics of the Armed Forces community within Carmarthenshire. This includes serving Regular and Reserve personnel, veterans, and their families. However, following a campaign by the Royal British Legion during 2016, there has been an agreement to ensure that the 2021 census includes questions regarding the Armed Forces community.

The Armed Forces Act 2011 created the requirement for an annual AF Covenant report to UK Parliament each year, setting out how the UK Government supports our Armed Forces, their families and veterans in key areas such as healthcare, housing and education.

The Welsh Government launched the first Wales AF Covenant Annual Report on 16th May 2019. The report has been laid in the National Assembly for Wales and outlines plans and initiatives in place to support the AF community across Wales over the next 12 months. It has been widely publicised, and the collaborative, partnership-based outcomes and actions have been endorsed by the Minister for Housing and Local Government.

Our work in Carmarthenshire

Carmarthenshire County Council signed up to the Community Covenant in 2013 and has been supporting the forces community. However, following further developments at a national level, the Community Covenant has now evolved into a wider AF Covenant and it is therefore an opportune moment for this work to be recognised more formally by refreshing the commitment. Doing so would demonstrate both the Council's continued support for the AF community and assure national alignment.

As part of our commitment to the Community Covenant, examples of our work include:

- The appointment of a Regional Armed Forces Officer to lead on the delivery of the Armed Forces Covenant across Carmarthenshire, Ceredigion and Pembrokeshire through funding from the Ministry of Defence and the Welsh Government
- Access to 'Veterans Hubs' funding to strengthen links with third sector organisations to provide advice, support and referrals and additional support for awareness raising events in key areas of the county
- Working with colleagues in Education and Children's Services to look at supporting Service Children in Education and building an evidence base upon which to target the available support and resources where it is needed

- Working with colleagues in Homes and Safer Communities to promote the support available for the Armed Forces community and to strengthen links with external agencies such as SSAFA and the Royal British Legion
- Hosting various events and drop in sessions through services such as yr Hwb and the Help for Heroes support at Carmarthen Leisure Centre.

In addition to the Covenant, it is recommended that the Council applies for the DERS Bronze Award. This action would demonstrate the Council's commitment to being armed forces-friendly and open to employing reservists, armed forces veterans (including the wounded, injured and sick), cadet instructors and military spouses/partners. In return Carmarthenshire County Council would be registered on a public database and receive an electronic certificate and logos for appropriate display. The requirements for achieving this award are outlined in Section 1: Principles of The Armed Forces Covenant and Section 2: Demonstrating our Commitment of the attached Armed Forces Covenant.

Once Carmarthenshire County Council has signed the AF Covenant and gained the Bronze DERS Award (through self-nomination) consideration can then be given to whether the Council would wish to progress to the Silver and then subsequently the Gold Award, which have additional requirements to fulfil these standards.

DETAILED REPORT ATTACHED?	YES - Armed Forces Covenant
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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: Noelwyn Daniel Head of ICT & Corporate Policy

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

1. Policy, Crime & Disorder and Equalities

There are no additional implications to be considered before the County self-nominates for the Bronze DERS Award. In order to achieve this status the Council needs to demonstrate it is a 'supportive organisation' and we believe that the steps taken since 2013 in signing the Community Covenant, appointing an Armed Forces Champion, working with the Council's service departments to develop provision and being proactive in terms of partnership work with other agencies and organisations would fulfil this requirement. Several Welsh local authorities are already recognised as part of the awards and Ceredigion and Pembrokeshire Councils are also working towards their recognition at the moment.

3. Finance

A regional Armed Forces Liaison Officer has been appointed to work across Carmarthenshire, Ceredigion and Pembrokeshire councils with funding secured through the Ministry of Defence and Welsh Government.

7. Staffing Implications

Support for the AF Covenant and DERS application have been discussed and agreed with colleagues in People Management who are confident that we can fulfil the requirements to achieve the Bronze Award as outlined in Section 1 a 2 of the Covenant.

CONSULTATIONS

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

Signed: Noelwyn Daniel Head of ICT & Corporate Policy

1. Scrutiny Committee N/A

2. Local Member(s) N/A

3. Community / Town Council N/A

4. Relevant Partners

The Council lead on co-ordinating the Carmarthenshire Armed Forces Steering Group and supports the Regional Armed Forces Forum which are both key for a for engaging with local and regional partners.

5. Staff Side Representatives and other Organisations N/A

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

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

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
The Welsh Government's Armed Forces Covenant Annual Report 2018		Cymraeg: https://llyw.cymru/sites/default/files/publications/2019-05/llywodraeth-cymru-adroddiad-blynyddol-2018.pdf English: https://gov.wales/sites/default/files/publications/2019-05/armed-forces-covenant-annual-report-2018.pdf



Carmarthenshire County Council

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

Carmarthenshire County Council

Signed: _____

Name: _____

Position: _____

Date: _____



The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom,
Her Majesty's Government, and

All those who serve or have served in the Armed Forces of the Crown
and their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of The Armed Forces Covenant

1.1 We at Carmarthenshire County Council will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

2.1 Carmarthenshire County Council recognises the value serving personnel, reservists, veterans and military families bring to our business. We will seek to uphold the principles of the Armed Forces Covenant, by:

- *promoting the fact that we are an armed forces-friendly organisation – through appointment of an Armed Forces Champion. The Champion will lead the delivery of a quarterly Armed Forces Covenant partnership forum which aims to bring together public and non-public bodies to ensure collaboration for the benefit of the Armed Forces Community as outlined in the Covenant.*
- *seeking to support the employment of veterans young and old;*
- *seeking to support our employees who choose to be members of the Reserve forces.*

2.2 We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.

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EXECUTIVE BOARD 27TH JULY 2020

NOTICES OF MOTION REFERRED FROM COUNCIL (12TH February 2020 and 8TH JULY 2020) ADDRESSING RACISM IN CARMARTHENSHIRE

Recommendations / key decisions required:

1. To consider two Notices of Motion agreed by County Council by County Council on the 12th February 2020 (7.1) and the 8th July 2020 (7.1).
2. To approve the membership and terms of reference of the cross-party Task and Finish Advisory Panel.

Reasons:

Council at its meeting held on the 12th February 2020 and the 8th July 2020 referred a Notices of Motion in respect of addressing racism in Carmarthenshire to the Executive Board.

The Executive will need to formally consider these motions and if accepted agree to the establishment of a Task and Finish Advisory Panel. In order for the work of the Panel to commence as soon as possible this report includes arrangements for its membership and terms of reference.

Membership of the Advisory Panel is a matter for the Executive Board.

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

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER: Councillor Cefin Campbell –Executive Board Member for Communities and Rural Affairs (including Equalities).

Directorates Chief Executive
Linda Rees Jones

Head of Administration & Law

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EXECUTIVE SUMMARY EXECUTIVE BOARD 27TH JULY 2020

NOTICES OF MOTION REFERRED FROM COUNCIL (12TH February 2020 and 8TH JULY 2020) ADDRESSING RACISM IN CARMARTHENSHIRE

Council at its meeting held on the 12th February 2020 (Minute 7.1 refers) referred the following notice of motion to the Executive Board: -

That Carmarthenshire County Council –

- Believe that more needs to be done to improve diversity within our workforce
- Commit's to working with community groups to understand the barriers that exist for individuals BAME (Black Asian and Minority Ethnic)
- Call's on the Executive Board to create an Advisory Panel to consider what actions can be taken to increase diversity in the workplace

Council at its meeting held on the 8th July 2020 (Minute 7.1 refers) referred the following notice of motion to the Executive Board: -

Addressing Racism in Carmarthenshire

The harrowing death of George Floyd in the USA and the weeks of protest and debate that have followed has given us all an opportunity to reflect on the harsh reality of racism across the world. We pride ourselves on being a caring, open and inclusive County, but it has to be openly acknowledged that sadly elements of racism and intolerance remain within our society today. It is therefore incumbent on this Council to formally recognise these failings, reach out to the BAME community, formulate proactive educational programmes and undertake a re-evaluation of our historical monuments in the light of recent events. Therefore:

This Council

- Makes a clear and unequivocal statement that it abhors racism, prejudice and discrimination in all its forms – past and present.
- Supports the message of 'Black Lives Matter' and believes in the right of citizens to protest peacefully in a safe environment
- Recognises the importance of BAME communities in our county and commits to working with them we aim to educate, identify and eradicate racism in Carmarthenshire.

The council will:

- Listen to the voice of BAME communities in our county and will set up a Cross Party Task and Finish group to take evidence to ensure that their concerns, fears and proposals are fully heard and informs future policy, with the group completing the work within six months.
- Work with the Dyfed Powys Police and Crime Commissioner to deal with racism, prejudice and discrimination within the judicial system
- Continue to learn from historical events in a factually balanced approach
- Commit to working with our schools to include the themes of colonialism, exploitation, discrimination and racism in the new National Curriculum and in lifelong learning

- Welcome the First Minister’s announcement to undertake a national review of public monuments, including the one to Thomas Picton in Carmarthen, as well as street names and report upon their appropriateness in 21st century Wales
- Embrace Black History Month (October) by holding public events to highlight the reality of the negative impact of racial inequality and celebrate the contribution made by BAME communities to our local and national life

Having considered both Notices of Motion, the Executive Board believes that they should be addressed in conjunction with each other. One of the proposals contained within the motion is for the Council to listen to the voice of BAME communities in our county and to set up a Cross Party Task and Finish Advisory Panel to take evidence to ensure that concerns, fears and proposals were fully heard and informed future policy, with the group completing the work within six months.

Membership of the Task and Finish Advisory Panel is a matter for the Executive Board and in order for the Advisory Panel to meet at the earliest opportunity the Board has requested that the proposed terms of reference and membership of that Panel are included when the motion is considered.

The Executive has indicated that it wishes the Task and Finish Advisory Panel to be established on a political balanced basis of 8 members which is to include the Executive Board Member for Equalities. The Executive Board member will also Chair the advisory panel.

Group Leaders have therefore been asked to nominate representatives to sit on the Panel and the following nominations have been received:

Plaid Cymru Group (4)

- Councillor Cefin Campbell (Executive Board Member for Equalities)
- Councillor Liam Bowen
- Councillor Kim Broom
- Councillor Emlyn Schiavone

Labour Group (2)

- Councillor Fozia Akhtar
- Councillor Andre McPherson

Independent Group (1)

- Councillor Edward Thomas

New Independent Group (1)

- Councillor Louvain Roberts

The draft proposed terms of reference of the Advisory Panel is attached as Appendix A to this report.

DETAILED REPORT ATTACHED?	YES – ADVISORY PANEL TERMS OF REFERENCE
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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: Linda Rees Jones Head of Administration and Law

Policy, Crime & Disorder and Equalities YES	Legal NOT AT THIS STAGE	Finance YES	ICT NO	Risk Management Issues NOT AT THIS STAGE	Staffing Implications YES	Physical Assets NOT AT THIS STAGE
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Policy, Crime & Disorder and Equalities

Motions put before Council is an Executive function and formally referred to the Executive Board for debate and decision.

The Advisory Panel on completion of its review, will submit its findings and recommendations to the Executive Board for consideration and determination.

The role of the Advisory Panels is to assist the Executive Board in its prime role of policy formulation. Scrutiny Committees will be involved through non-executive membership of the panel.

Finance

Members of the advisory panel will be able to claim reimbursement of travel and costs of care when attending meetings of the Advisory Panel. It is expected that these costs will be minimal and will be met from existing budgeted resources

Any additional financial implications will be identified within the Advisory Panel report and considered by the Executive Board when the Panel's findings are placed before the Board for consideration.

CONSULTATIONS

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

Signed: Linda Rees Jones, Head of Administration & Law

1. **Scrutiny Committee** Not applicable
2. **Local Member(s)** Not applicable
3. **Community / Town Council** Not applicable
4. **Relevant Partners** Not applicable
5. **Staff Side Representatives and other Organisations** Not applicable

**EXECUTIVE BOARD PORTFOLIO
HOLDER(S) AWARE/CONSULED YES**

Cllr Campbell is supportive of the recommendations.

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 Meeting 12 th February 2020 Link to agenda and minutes		http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=155&MId=3084&Ver=4
Council Meeting 8 th July 2020 Link to agenda and minutes		http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=155&MId=3238&Ver=4

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Cross Party BAME Review - Task and Finish Advisory Panel Terms of Reference

Aim

To look at ways of working with, and consulting with Carmarthenshire's BAME communities to listen and understand their concerns, and to identify any barriers that prevent improving diversity within the County Council and within Carmarthenshire. To include, but not limiting itself to –

- considering ways in which the Council could increase diversity in the workplace;
- looking at ways of working with Dyfed Powys Police to address discrimination, racism and prejudice in the judicial system;
- working with Welsh Government on their review of public monuments and street names, with particular reference to the Picton monument in Carmarthen town;
- ensuring that the new National Curriculum and lifelong learning includes themes relating to colonialism, exploitation, discrimination and racism;
- ensuring that Carmarthenshire marks Black History Month in October and in doing so understands the negative impact of racial inequality within our society and continuously celebrates the contribution made by BAME communities in local and national life;
- exploring ways in which the group's findings could inform future policy.

Objectives

- Interpret and analyse any relevant national, county and local information, data and research identifying any key issues;
- To consult with and take evidence from as wide a range as possible of stakeholders, specifically and essentially the BAME community of Carmarthenshire;
- To consider the findings of recent and current national reviews undertaken by Welsh Government or any other organisations as appropriate;
- To agree a way forward to addressing racism and discrimination in Carmarthenshire;
- To engage with as wide a cross-section of the community as possible around the future status of the Picton monument and other monuments or street names associated with slavery;
- To make relevant recommendations to the Executive Board addressing the Notices of Motion agreed by County Council on the 12th February 2020 (7.1) and the 8th July 2020 (7.1).

Membership

The Task and Finish Advisory Panel will consist of a politically balanced membership.

- **Cllr Cefin Campbell (Chair)**
- **Cllr Liam Bowen**
- **Cllr Kim Broom**
- **Cllr Emlyn Schiavone**
- **Cllr Fozia Akhtar**
- **Cllr Andre McPherson**
- **Cllr Edward Thomas**
- **Cllr Louvain Roberts**

Task and Finish Advisory Panel Arrangements

- **The Task and Finish Advisory Panel will be chaired by the Executive Board Member with responsibility for Communities and Rural Affairs.**
- **The Task and Finish Advisory Panel will agree a timetable following the first meeting to be held as soon as possible after the 27th July. It is intended that the group will continue to meet during the summer recess.**
- **The Task and Finish Advisory Panel will report its findings and recommendations to the Council within six months of its first meeting and at the latest by February 2021.**
- **The Panel may agree to report to the Executive Board on some aspects of their work separately and ahead of the final report in February 2021.**
- **The Panel will be supported by the Executive Board Support Officer and officers from the Regeneration and Policy Division, Chief Executive's Department.**
- **The Panel will agree on the names of Council officers and representatives from other organisations to be invited to future meetings.**

July 2020

Agenda Item 11

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

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