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THURSDAY, 7 JULY 2022

TO: ALL MEMBERS OF THE COUNTY COUNCIL

I HEREBY SUMMON YOU TO ATTEND THE **MEETING OF CARMARTHENSHIRE COUNTY COUNCIL** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL, CARMARTHEN, SA31 1JP AND REMOTELY AT 10.00 AM, ON WEDNESDAY, 13TH JULY, 2022** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

Wendy Walters

CHIEF EXECUTIVE

THE MEETING CAN BE VIEWED ON THE AUTHORITY'S WEBSITE VIA THE FOLLOWING LINK:-

<https://carmarthenshire.public-i.tv/core/portal/home>

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

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

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 MEETING HELD ON THE 22ND JUNE 2022** 3 - 6
- 5. RECRUITMENT TO THE POST OF DIRECTOR OF PLACE (PERMANENT APPOINTMENT)** 7 - 20
- 6. PUBLIC QUESTIONS:-**
 - 6 .1 QUESTION BY MS ELLEN HUMPHREY TO COUNCILLOR A. LENNY, CABINET MEMBER FOR RESOURCES**

“Second home ownership is a significant issue for local communities and local first-time buyers in rural Carmarthenshire. Will Carmarthenshire County Council implement the second home council tax premium of 300% from April 2023?”
- 7. QUESTIONS BY MEMBERS (NONE RECEIVED)**
- 8. MINUTES FOR INFORMATION (AVAILABLE TO VIEW ON THE WEBSITE)**
 - 8 .1 PLANNING COMMITTEE - 23RD JUNE 2022**
 - 8 .2 DYFED PENSION FUND COMMITTEE - 28TH JUNE 2022**

WEDNESDAY, 22 JUNE 2022

PRESENT: Councillor R.E. Evans

Councillors (In Person):

K.V. Broom	P. Cooper	M.D. Cranham	B. Davies
L. Davies	S.L. Davies	L.D. Evans	N. Evans
J.P. Hart	P.M. Hughes	R. James	D. Jones
K. Madge	M. Palfreman	D. Price	S.L. Rees
B.A.L. Roberts	E. Skinner	E.G. Thomas	J. Tremlett

Councillors (Virtually):

S.M. Allen	L.R. Bowen	J.M. Charles	D.M. Cundy
S.A. Curry	A. Davies	C.A. Davies	W.R.A. Davies
T.A.J. Davies	C. Davies	G. Davies	H.L. Davies
K. Davies	T. Davies	M. Donoghue	A. Evans
D.C. Evans	H.A.L. Evans	W.T. Evans	S. Godfrey-Coles
A.D. Harries	T.M. Higgins	J.K. Howell	P. Hughes-Griffiths
J.D. James	M. James	J.P. Jenkins	G.H. John
B.W. Jones	A.C. Jones	H. Jones	A. Lenny
M.J.A. Lewis	A. Leyshon	A.G. Morgan	D. Owen
B.D.J. Phillips	E. Rees	E.M.J.G. Schiavone	J. Seward
H.B. Shepardson	R. Sparks	D. Thomas	G.B. Thomas
M. Thomas	F. Walters	P.T. Warlow	J. Williams

Also Present (In Person):

W. Walters, Chief Executive
J. Morgan, Director of Community Services
C. Moore, Director of Corporate Services
G. Morgans, Director of Education & Children's Services
N. Daniel, Head of ICT and Corporate Policy
L.R. Jones, Head of Administration and Law
G. Morgan, Head of Democratic Services
M.S. Davies, Democratic Services Officer
A. Eynon, Principal Translator
C.J. Warwick, Digital Support Engineer
S. Hendy, Member Support Officer
E. Bryer, Democratic Services Officer

Also Present (Virtually):

P.R. Thomas, Assistant Chief Executive (People Management & Performance)
A. Williams, Head of Waste and Environmental Services
D. Hockenhill, Marketing and Media Manager
M. Evans Thomas, Principal Democratic Services Officer
L. Jenkins, Cabinet Support Officer
J. Hawker, Digital Support Officer

Chamber - County Hall, Carmarthen. SA31 1JP and remotely - 10.00 - 10.50 am

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors L.M Davies, G.R. Jones, N. Lewis and A. Vaughan-Owen.

2. DECLARATIONS OF PERSONAL INTERESTS.

Councillor	Minute Number	Nature of Interest
R. E. Evans	9.1 - The Labour Group has nominated Councillor Rob Evans to take their vacant seat on The Mid And West Wales Fire & Rescue Authority	Personal Interest – nominated for appointment.

3. CHAIR'S ANNOUNCEMENTS.

- The Chair conveyed sincere condolences to the family of former Councillor Penny Edwards. Penny passed away on Sunday 22nd May after a period of ill health. Penny represented the Hengoed Ward until the elections in May.
- Condolences also conveyed to the family of former Councillor John Edwards who represented the Saron Ward up until the local government elections in 2012.
- The Chair paid tribute to Phil Bennett who passed away on the 12th June. He had won 29 caps for Wales between 1969 and 1978 and played 413 games for the Scarlets. It was advised that a service of remembrance would take place at Parc y Scarlets on Friday, June 24, starting at 11am with a public service to follow at Holy Trinity Church, Felinfoel, at 1pm.
- The Chair announced that he had recently had the pleasure of attending a reception at parliament to mark the beginning of Armed Forces week 2022. He had also attended the Women's Tour of Britain Cycling event.
- Councillor Alun Lenny, with the Chair's permission extended his congratulations to Joe Allen and the Wales National Football Team on their success in reaching the World Cup in Qatar. Also, Josh Sheehan (Bolton Wanderers) who has had three caps for Wales and is currently our fringe player due to injury.
- Councillor Edward Thomas with the Chair's permission extended his congratulations to Ysgol Gynradd Llandeilo who were selected to represent Wales at the Jubilee concert in Royal Albert Hall. Congratulations were also extended to Llandeilo RFC, one of the founders of the WRU who were celebrating their 150th anniversary this year. They undertook a cycle ride of 304 miles in support of Noah's Ark Appeal and Prostrate Cancer. Councillor Thomas also thanked the children of Llandeilo for taking part in the Urdd Eisteddfod in Denbigh.

- The Leader with the Chair's permission outlined the efforts being taken by the residents of Carmarthenshire and the Authority in providing assistance to the Ukraine refugees. The Leader stated that there were 80 sponsors under the Homes for Ukraine scheme. Over 30 children had already started in school. Some Ukraine families had also been provided with short term accommodation and the Authority was providing a range of services and support. In conclusion the Leader conveyed to all Ukraine families here that Carmarthenshire stands with them, are by their side and would do whatever could be done to support them.

The Leader mentioned the Residents' Survey which would be going live shortly. The Leader stated that the Authority was seeking the view of residents on all areas of performance and to inform future planning. The important findings would be shared across every level of the organisation to shape decision making. The Leader urged that all residents go on-line to complete the survey.

The Leader also stated that that the first Group Leaders meeting had been held to discuss partnership working and that he was grateful for the positive nature of the meeting.

The Leader concluded with how the cost-of-living crisis was impacting everybody. Experts had predicted that a home in Wales could see an increase of £600 in living costs this year. He stated that there was no easy answer to address this however there were steps that Westminster and Welsh Government could take to tackle the situation. The Leader advised that he was happy to work with other Authorities to lobby Westminster and to work with Welsh Government.

4. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETINGS HELD ON THE:-

4.1. 2ND MARCH, 2022

RESOLVED that the minutes of the meeting of Council held on the 2nd March, 2022 be signed as a correct record.

4.2. 9TH MARCH, 2022

RESOLVED that the minutes of the meeting of Council held on the 9th March, 2022 be signed as a correct record subject to the inclusion of Cllr. J.P. Jenkins in the list of attendees.

4.3. 25TH MAY, 2022

RESOLVED that the minutes of the meeting of Council held on the 25th May, 2022 be signed as a correct record.

5. APPOINTMENT OF COMMUNITY COMMITTEE MEMBER OF STANDARDS COMMITTEE.

Council considered a report which recommended that Councillor Philip Rogers of St Clears Town Council be re-appointed as Community Committee Member of the Standards Committee until the end of his current term of office as a Town Councillor. Regulation 4 of the Standards Committees (Wales) Regulations 2001 requires that a Standards Committee had a Community Committee Member.

RESOLVED that Councillor Philip Rogers be re-appointed as Community Committee Members of the Standards Committee until the end of his current term of office as a Town Councillor.

6. TO RECEIVE THE REPORT OF THE MEETING OF THE CABINET HELD ON THE:-

6.1. 14TH MARCH 2022

RESOLVED that the report of the meeting of the Cabinet held on the 14th March, 2022 be received.

6.2. 28TH MARCH 2022

RESOLVED that the report of the meeting of the Cabinet held on the 28th March, 2022 be received.

6.3. 11TH APRIL 2022

RESOLVED that the report of the meeting of the Cabinet held on the 11th April, 2022 be received.

7. PUBLIC QUESTIONS (NONE RECEIVED).

The Chair advised that no public questions had been received.

8. QUESTIONS BY MEMBERS (NONE RECEIVED).

The Chair advised that no members questions had been received.

9. TO APPROVE THE FOLLOWING CHANGES TO MEMBERSHIP OF COMMITTEES:-

9.1. THE LABOUR GROUP HAS NOMINATED COUNCILLOR ROB EVANS TO TAKE THEIR VACANT SEAT ON THE MID AND WEST WALES FIRE & RESCUE AUTHORITY

UNANIMOUSLY RESOLVED that the nomination of Councillor R.E Evans as one of the Labour Group's representatives on Mid and West Wales Fire and Rescue Authority be approved.

CHAIR

DATE

COUNTY COUNCIL

13TH JULY 2022

RECRUITMENT TO THE POST OF DIRECTOR OF PLACE (Permanent appointment)

Recommendations / Key decisions required:

That County Council endorse the enclosed job profile and Person Specification together with the job advert for the post of Director of Place.

Reasons:

To comply with the Authority's Constitution, and to comply with the revisions to the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014, as set out in the enclosed report.

Relevant scrutiny committee consulted: N/A

Cabinet Decision Required: No

Council Decision Required: Yes

Cabinet Portfolio Holders:

Cllr. Edward Thomas
Cllr. Aled Vaughan-Owen
Cllr. Ann Davies

Directorate:
Chief Executive's

Designation:

Tel Nos. / E-Mail Addresses:

Report Author:
Paul Thomas

Assistant Chief
Executive

01267 246123
PRThomas@Carmarthenshire.gov.uk

EXECUTIVE SUMMARY

COUNTY COUNCIL
13TH JULY 2022

RECRUITMENT TO THE POST OF DIRECTOR OF PLACE (Permanent appointment)

1. Background

County Council at its meeting on the 13th October 2021 endorsed the decision to introduce temporary arrangements to fulfil the duties of the Director's responsibilities following the resignation of the previous Director of Environment who left the Authority on the 31st December 2021. These arrangements have worked very successfully, however, the Standing Orders Regulations require that such temporary arrangements are in place for no longer than twelve months. This report to put permanent arrangements in place therefore requires the endorsement of the County Council before proceeding with the recruitment process.

The post of Director of Place is a Chief Officer post and any appointment to such a post where the salary is £100,000 or more, is governed by the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014. This is reflected in the Authority's Pay Policy for 2022/2023. The Regulations require that a "relevant body" ie the County Council:

"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 publicly 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."

In accordance with the Standing Orders Regulation, this report includes the information that requires the endorsement of County Council.

2. Recommendations

In accordance with the Standing Orders Regulations, it is recommended that County Council approve:

2.1 the enclosed Job Profile and Person Specification (Appendix A)

2.2 the enclosed job advert (Appendix B)

**Report
attached?**

No, however the following documents are attached as appendices:
Appendix A - Job Profile and Personal Specification for Director of Place.
Appendix B - Job Advert for Director of Place.

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 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 – In accordance with the Council’s Constitution and Policy Framework.

2. Legal – As above, and also in accordance with the revisions to the Local Authorities (Standing Orders)(Wales) (Amendment) Regulations 2014.

3. Finance.

The salary for the Director of Environment is in accordance with the County Council’s agreed 22/23 Pay Policy Statement and is within the current budgeted salary. Any net costs of the recruitment process and interim arrangements will be met from departmental reserves.

5. Risk Management – Failure to make provision to discharge the functions contained within this departmental portfolio, efficiently and effectively would place the authority at risk.

6. Staffing Implications – In accordance with the Council’s Constitution and Policy Framework.

CONSULTATIONS

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

Signed: Paul Thomas, Assistant Chief Executive (People Management & Performance)

1. County Council
2. Corporate Management Team
3. Scrutiny Committee – N/A
4. Local Member(s) – N/A
5. Community / Town Council – N/A
6. Relevant Partners – N/A
7. 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:

1. Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014.
2. Pay Policy Statement 2022/23

**CABINET MEMBER PORTFOLIO HOLDERS
AWARE/CONSULTED?**

YES



Proffil Swydd/Job Profile

Teitl y Swydd – Cyfarwyddwr Lle
Post Title – Director of Place

Adran	Amgylchedd
Department	Environment

Is-Adran/Adain	
Division/Section	

Gradd/Grade	Prif Swyddog / Chief Officer
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Rhif y Swydd/Post Number	002653
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Paratowyd Gan/Prepared By	Paul R Thomas
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Dyddiad/Date	Mehefin/ June 2022
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Main Purpose of Job

- To support and advise the Chief Executive and Elected Members in the overall strategic management of the Council.
- To contribute to the corporate management of the Council as a member of the Corporate Management Team by taking the lead on issues allocated as part of the post's corporate portfolio.
- To lead the delivery of specific corporate and directorate priorities within the Council's Corporate Strategy, including the Council's Well-being Objectives and ensuring the steps taken are in accordance with the sustainable development principle of the Well-being of Future Generations Act – improving the economic, social, environmental and cultural well-being of Carmarthenshire.
- To lead on the Authority's response to climate change and net zero carbon, and to ensure that these principles are embedded in the way we deliver services.
- To ensure a culture of performance management, continuous service improvement, evaluation and performance review across the Environment directorate, and that resources are used economically, efficiently and effectively.
- To lead and manage the Place portfolio which includes Place and Sustainability, Waste and Environmental Services, Transportation, Highways and Property, whilst ensuring that Council policies and procedures are implemented effectively and consistently.
- To have overall responsibility for leading, setting, monitoring and controlling the budgets and resources for the component service elements of the directorate.
- To provide leadership and clear direction to all staff within the directorate.

Key tasks/responsibilities

PRINCIPAL ACCOUNTABILITIES:

- Provide clear and visible leadership and strategic direction that inspires team working and secures high levels of commitment amongst managers and employees to deliver exceptional services underpinned by a positive working relationship with all Trade Unions.
- To be the principal advisor to the Chief Executive and Executive Board on the key issues and strategies relevant to the various service portfolios of the directorate, securing both corporate and political support that will ensure the best possible outcomes for service users.
- Develop a culture of partnership working with other public bodies as well as those in the private and voluntary sectors to ensure that all opportunities are maximised to the best advantage of the Council and the residents of Carmarthenshire.
- To promote and foster an organisational culture in which constructive challenge, innovation and creative solutions are the norm, whilst positively contributing, and actively promoting the Council's reputation and image as a top performing local authority and good employer.

- To fully support the collaboration agenda and to play a key role regionally through working in partnership to deliver transformational improvements.
- To ensure that services are provided to the highest possible standard, and that our customers are fully engaged and consulted in service provision.
- To be responsible for ensuring that performance is constantly scrutinised and monitored so to provide the best possible outcomes for service users, within the resources available.
- To influence and contribute to the development and implementation of the Authority wide 'Transform, Innovate and Change' (TIC) agenda, so that the development and service delivery innovations improve customer satisfaction, and reduce costs.
- To promote equality of opportunity in the delivery of services and employment practices so that the Council meets its moral and legal obligations including Health & Safety.
- To take lead responsibility for specific corporate projects or any other duties determined by the Chief Executive or commensurate with the post.
- To ensure effective performance management frameworks are in place for the department that drive continuous service improvement.
- Provide high visibility leadership which promotes high standards, challenge and a positive working environment for staff.
- Lead the development of service and workforce planning for the department.

Responsible for staff/equipment

Approximately 1,257 members of staff, operating from 181 establishments including schools. Annual revenue budget of approximately £46.1 million and a capital budget in the region of £11.5 million.

Reporting to

Chief Executive

Criteria	Essential
<p>Qualifications/</p> <p>Vocational training/</p> <p>Professional Memberships</p>	<p>Educated to degree level or equivalent in relevant subject or equivalent experience.</p> <p>A relevant management qualification or demonstrable continuing professional development.</p>
<p>Job Related Skills/</p> <p>Competencies</p>	<p>Deciding & Initiating Action</p> <p>Makes prompt, clear decisions which may involve tough choices or considered risks; Takes responsibility for action, projects and people; Takes initiative, acts with confidence and works under own direction; Initiates and generates activity.</p> <p>Leading & Supervising</p> <p>Provides others with a clear direction; Sets appropriate standards of behaviour; Delegates work appropriately and fairly; Motivates and empowers others; Provides staff with development opportunities and coaching; Recruits staff of a high calibre.</p> <p>Adhering to Principles & Values</p> <p>Upholds ethics and values; Demonstrates integrity; Promotes and defends equal opportunities, builds diverse teams; Encourages organisational and individual responsibility towards the community and the environment.</p> <p>Persuading & Influencing</p> <p>Makes a strong personal impression on others; Gains clear agreement and commitment from others by persuading, convincing and negotiating; Promotes ideas on behalf of self or others; Makes effective use of political processes to influence and persuade others</p> <p>Presenting & Communicating</p> <p>Speaks clearly and fluently; Expresses opinions, information and key points of an argument clearly; makes presentations and undertakes public speaking with skill and confidence; Responds quickly to the needs of an audience and to their reactions and feedback; Projects creditability</p> <p>Formulating Strategies & Concepts</p> <p>Works strategically to realise organisational goals; Sets and develops strategies; Identifies and organises resources needed to accomplish tasks: Monitors performance against deadlines and milestones</p> <p>Adapting & Responding to Change</p> <p>Adapts to changing circumstances; Accepts new ideas and change initiatives; Adapts interpersonal style to suit different people or situations; Shows respect and sensitivity towards cultural and religious differences; Deals with ambiguity, making positive use of the opportunities it presents.</p>

	<p>Analysing</p> <p>Analyses numerical data, verbal data and all other sources of information. Breaks information into component parts, patterns and relationships. Probes for further information or greater understanding of a problem, makes rational judgements from the available information and analysis. Produces workable solutions to a range of problems. Demonstrates an understanding of how one issue may be part of a much larger system.</p>
<p>Knowledge</p>	<p>Demonstrate a proven knowledge of policy, strategy and delivery relating to the Environment Directorate portfolio and leading teams to deliver programmes and initiatives with a flair for partnership working.</p> <p>Thorough understanding of the Council's local, Regional and National context to develop and implement relevant strategies, policies and standards</p> <p>A clear understanding of the Government's agenda for Local Government at both UK and Wales level.</p>
<p>Experience</p>	<p>A proven track record of successful strategic management at a senior level within a large organisation.</p> <p>Experience in developing and implementing service and corporate strategies that deliver demonstrable improvements.</p> <p>Experience of delivering significant efficiencies through the use and promotion of ICT.</p> <p>Evidence of leading significant organisational and service change together with successfully managing the People Management implications.</p>
<p>Personal qualities</p>	<p>Highly motivated and able to motivate others in a team orientated environment.</p> <p>To confidently manage sensitive and political issues with effective use of diplomacy to achieve positive outcomes for service users.</p> <p>Able to create an environment of trust, openness and equality by interacting with people of various social, cultural, economic and educational backgrounds.</p> <p>Demonstrate excellent interpersonal skills that enable positive relationships with relevant stakeholders/partners, including Trade Unions.</p> <p>Have a strategic mindset towards shaping services that address corporate priorities, integrate and align with complementary activities across the Council.</p> <p>Ability to analyse financial information and effectively use the information to ensure efficient budget management and accountability.</p>

	Establish and maintain cooperative working relationships as a member of the Corporate Management Team contributing to the learning and management of cultural change at a senior and strategic level.
	Desirable
	None

Language/ Communication Skills What level are you?	Spoken Level	Written level
Welsh	2	2
English	5	5
Other (please State)		

DISCLOSURE AND BARRING SERVICES (DBS) CHECKS

DBS Checks may be required for certain posts which work with children and vulnerable adults. This post requires:

NO DBS CHECK REQUIRED	<input checked="" type="checkbox"/>
Section A – type of disclosure	
STANDARD DISCLOSURE	<input type="checkbox"/>
ENHANCED DISCLOSURE	<input type="checkbox"/>
ENHANCED DISCLOSURE WITH BARRED LIST CHECK	<input type="checkbox"/>
Section B – workforce type	
CHILD WORKFORCE	<input type="checkbox"/>
ADULT WORKFORCE	<input type="checkbox"/>
CHILD AND ADULT WORKFORCE	<input type="checkbox"/>
OTHER WORKFORCE	<input type="checkbox"/>

JUSTIFICATION

ANY OTHER INFORMATION

This is a Politically Restricted post, which requires the postholder to be politically neutral

Every employee is expected to uphold the authority's core values and maintain the principles of the authority's Equality and Diversity Policy or, if employed within a school, the school's Equality and Diversity Policy, as appropriate to the accountabilities and seniority of the post within the organisation.

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Draft Job Advert: Director of Place

Carmarthenshire is a county made up of diverse landscapes including urban and rural areas, country parks and historic coastal environments and our Council is a high performing, vibrant and forward-thinking local authority that is constantly look to improve and is committed to maintaining its excellent reputation for delivering first class services. We are now looking to appoint a Director of Place to help us deliver our ambition.

The Director of Place is a fantastic opportunity to join a forward thinking Council that is looking to be innovative in how they deliver services that meet the changing needs of residents. You will be an innovative, inclusive leader that creates a positive environment were creativity and teamwork flourish and where individuals and teams can fulfil their potential.

In this vital role, you will lead and set the direction for our Environmental Services, Planning, Highways, Transport, Property and Waste strategies as well as leading and contributing to climate change and net zero carbon agendas.

Is the job for you?

If you have considerable energy and drive and have a proven track record of successful leadership and strategic management within a multi-functional organisation of comparable scope and complexity this may be the opportunity you have been looking for. In addition, you will know what first class services look like, and will know how to support and motivate your staff achieve these standards within a demanding environment.

For an informal discussion about this role, please contact Wendy Walters, Chief Executive, at Carmarthenshire County Council on 01267 224110

For an application pack visit: www.carmarthenshire.gov.uk

Closing date: TBC

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