



**TUESDAY, 27<sup>TH</sup> JUNE 2023**

**TO: ALL MEMBERS OF THE CABINET**

I HEREBY SUMMON YOU TO ATTEND A **MULTI LOCATION MEETING** OF THE **CABINET** WHICH WILL BE HELD IN THE **CHAMBER, COUNTY HALL, CARMARTHEN AND REMOTELY AT 10.00 AM, ON MONDAY, 3RD JULY, 2023** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

*Wendy Walters*

**CHIEF EXECUTIVE**

<b>Democratic Officer:</b>	<b>Martin S. Davies</b>
<b>Telephone (direct line):</b>	<b>01267 224059</b>
<b>E-Mail:</b>	<b>MSDavies@carmarthenshire.gov.uk</b>

**This is a multi-location meeting.  
Members can attend in person at the venue detailed above or remotely via the Zoom link which is provided separately.**

**The meeting can be viewed on the authority's website via the following link:-  
<https://carmarthenshire.public-i.tv/core/portal/home>**

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

# **CABINET**

## **MEMBERSHIP – 10 MEMBERS**

<b>COUNCILLOR</b>	<b>PORTFOLIO</b>
<b>Councillor Darren Price</b>	<b>Leader</b>
<b>Councillor Linda Evans</b>	<b>Deputy Leader and Cabinet Member for Homes</b>
<b>Councillor Glynog Davies</b>	<b>Education and Welsh Language</b>
<b>Councillor Ann Davies</b>	<b>Rural Affairs and Planning Policy</b>
<b>Councillor Philip Hughes</b>	<b>Organisation and Workforce</b>
<b>Councillor Gareth John</b>	<b>Regeneration, Leisure, Culture and Tourism</b>
<b>Councillor Alun Lenny</b>	<b>Resources</b>
<b>Councillor Edward Thomas</b>	<b>Transport, Waste and Infrastructure Services</b>
<b>Councillor Jane Tremlett</b>	<b>Health and Social Services</b>
<b>Councillor Aled Vaughan Owen</b>	<b>Climate Change, Decarbonisation and Sustainability</b>

# **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 CABINET HELD ON THE 19TH JUNE 2023.** 5 - 12
- 4. QUESTIONS ON NOTICE BY MEMBERS**
- 5. PUBLIC QUESTIONS ON NOTICE**
- 6. COMPENSATION POLICY FOR CONTRACT HOLDERS (TENANTS).** 13 - 24
- 7. RECHARGEABLE REPAIRS POLICY FOR CONTRACT HOLDERS (TENANTS).** 25 - 38
- 8. EQUALITY AND DIVERSITY (BLACK, ASIAN, AND MINORITY ETHNIC) TASK & FINISH GROUP REPORT.** 39 - 70
- 9. DEVELOPMENT FUND APPLICATION.** 71 - 78
- 10. BURRY PORT PLACEMAKING PLAN.** 79 - 128
- 11. ANY OTHER ITEMS OF BUSINESS THAT BY REASONS OF SPECIAL CIRCUMSTANCES THE CHAIR DECIDES SHOULD BE CONSIDERED AS A MATTER OF URGENCY PURSUANT TO SECTION 100B(4)(B) OF THE LOCAL GOVERNMENT ACT, 1972.**

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## CABINET

**MONDAY 19<sup>TH</sup> JUNE 2023**

**PRESENT:** Councillor L.D. Evans (Vice-Chair in the Chair) (In Person)

**Councillors (In Person):**

C.A. Davies	G. Davies	P.M. Hughes	G.H. John
A. Lenny	E.G. Thomas	J. Tremlett	A. Vaughan-Owen

**Also in Attendance (In Person):**

Councillor D.M. Cundy

**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  
A. Williams, Director of Place and Infrastructure  
P. Thomas - Assistant Chief Executive  
J. Jones - Head of Regeneration  
L. Rees-Jones - Head of Administration and Law  
L. Jenkins - Cabinet Support Officer  
C. Higginson - Media Manager  
A. Eynon - Simultaneous Translator  
J. Owen - Democratic Services Officer

**Also Present (Virtually):**

M. Evans Thomas - Principal Democratic Services Officer [Note Taker]  
M. Runeckles - Members Support Officer

**Chamber, County Hall, Carmarthen and remotely : 9.30 am to 10.35 am**

**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor D. Price, Chair, who was engaged in alternative Council business.

**2. DECLARATIONS OF PERSONAL INTEREST**

The following declarations of interest were made:-

Councillor	Minute Number	Nature of Interest
A. Davies	5 – Public Questions on Notice	The cycle path passes through land her family owns and farms. Personal and prejudicial
A. Davies	15 – Sustainable Communities Fund	One of the applications has been submitted by a Group in her ward. Personal and prejudicial
G. Davies	15 – Sustainable	One of the applications has

Note: These minutes are subject to confirmation at the next meeting.

	Communities Fund	been submitted by a Group in his ward.
L.D. Evans	11 – Model Teachers' Pay Policy 2022/23	Her daughter is a teacher.
P.M. Hughes	15 – Sustainable Communities Fund	One of the applications has been submitted by a Group in his ward.
A. Vaughan-Owen	11 – Model Teachers' Pay Policy 2022/23	His wife is a headteacher.
A. Vaughan-Owen	15 – Sustainable Communities Fund	He is a member of a number of groups who have made applications.

**3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE CABINET HELD ON THE 22ND MAY, 2023.**

**UNANIMOUSLY RESOLVED** that the minutes of the meeting of the Cabinet held on the 22<sup>nd</sup> May, 2023 be signed as a correct record.

**4. QUESTIONS ON NOTICE BY MEMBERS**

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

**5. PUBLIC QUESTIONS ON NOTICE**

[NOTE: Councillor A. Davies, having earlier declared an interest, left the meeting prior to the consideration and determination of this item.]

The Chair advised that one public question had been received.

**5.1. QUESTION BY MR HAVARD HUGHES TO CLLR. EDWARD THOMAS, CABINET MEMBER FOR TRANSPORT, WASTE AND INFRASTRUCTURE SERVICES**

“Welsh Government guidance stipulates that compulsory purchase should be the option of 'last resort' following negotiation for voluntary sale of land. Yet the Council's Compulsory Purchase Order (CPO) in relation to the Towy Valley Cycle Path appears to apply to the whole route from Whitemill to Llandeilo. Without asking for disclosure of individual names, can you provide public assurance that negotiations were entered into in respect of the land required for the Cycle Path and confirm how many - if any - voluntary sales have been secured outside of the CPO.”

**Response by Councillor Edward Thomas, Cabinet Member for Transport, Waste and Infrastructure:-**

“Carmarthenshire County Council is aware of the guidelines issued by the Welsh Government in the making of Compulsory Purchase Orders (CPOs) and acknowledges the expectation by Welsh Ministers that the Acquiring Authorities must demonstrate that they have taken steps to acquire all of the land and rights including the CPO by agreement wherever possible. The assembly of multiple plots and titles benefit from the certainty of timing and the consistency of

Note: These minutes are subject to confirmation at the next meeting.

approach that a CPO will bring. Nevertheless, the Council as Acquiring Authority is conscious of the need to adopt good practice by offering the affected parties the opportunity to enter into an agreement to voluntarily sell where they are prepared to do so. A CPO by its very nature is intended to secure the assembly of land needed for the implementation of a scheme where it cannot be acquired by agreement. However, an Acquiring Authority cannot wait for negotiations to break down before starting the compulsory purchase process. Valuable time will be lost. Therefore, having regard to the need to deliver the scheme in a timely manner to comply with the demands of the Levelling Up Funding Office, it is considered sensible, given the amount of time required to complete the compulsory purchase process and having regard to the number of plots of land required to assemble the route for the County Council to initiate formal proceedings. This will run in tandem with continued negotiations. The compulsory purchase process permits the inclusion of land already owned by the Acquiring Authority in a CPO to ensure a full legal title. The Council, prior to commencing the process has been in consultation and negotiation with all landowners including all third parties whose rights might be affected by the proposal. Five parcels of land have already been secured and agreement reached via negotiation on a further six parcels. Initiating compulsory purchase procedure demonstrates the Council's commitment to deliver the scheme from the outset. Public consultation events on the creation of the proposed shared use route demonstrated overwhelming public support for its delivery. The Council is therefore confident that attempts have been made to acquire the land by agreement wherever possible, however, not all land will be acquired in this manner therefore consequently there is no realistic alternative to the use of compulsory purchase powers."

**Supplementary question by Mr Havard Hughes:-**

"Are you confident in meeting the deadline of March next year by which the Levelling Up funding for the cycle path must be spent, given that there is large scale and significant objection by landowners to compulsory purchase, do you think a Public Inquiry is likely and therefore the funds are likely to be lost."

**Response by Mr Jason Jones, Head of Regeneration:-**

"We are as confident as we can be, yes and we are in constant dialogue with UK Government around the Levelling Up funding but there is a process to follow as per the question and the response. There are no guarantees in that regard but we do remain confident. Thank you."

The Chair thanked Mr Hughes for submitting a question and for his attendance at the meeting.

- 6. HEALTH & CARE SYSTEM FOR WEST WALES : HOW FAR, HOW FAST?**  
Cabinet considered a report outlining the response in West Wales to progressing integration. Specifically, the paper outlined an opportunity in Carmarthenshire to develop and implement a health and care system for older people that is based on 'what matters' to this population and will be fit for purpose both now and into

Note: These minutes are subject to confirmation at the next meeting.

the future. The paper also considered alignment to the Ministerial Discussion Document known as 'Further, Faster' and its expectations.

## **UNANIMOUSLY RESOLVED**

**6.1 that the report, opportunity and current state be acknowledged;**

**6.2 that the proposal and high level plan be approved.**

### **7. THE MID & WEST WALES SAFEGUARDING CHILDREN & ADULTS BOARDS ANNUAL REPORT 2021-2022.**

Cabinet considered the Mid & West Wales Safeguarding Children & Adult Boards Annual Report 2021/22 which outlined the progress made against the outcomes set by CYSUR and CWMPAS as part of a joint Annual Strategic Plan.

The preceding two years have brought unprecedented challenges for the Regional Safeguarding Board and its partners in its endeavours to respond to the challenges of the COVID-19 global pandemic, in ensuring the citizens of Mid and West Wales are protected from experiencing harm, abuse or neglect. This year's annual report outlined some of the key achievements and demonstrated how they have been delivered against the objectives set at the start of the year. This included a continued commitment to deliver against the Violence against Women Domestic Abuse and Sexual Violence (VAWDASV) agenda.

**UNANIMOUSLY RESOLVED that the Annual Report which provides an Overview of the Objectives and Achievements of the Mid and West Wales Safeguarding Children & Adults Board for 2021/22 be received.**

### **8. PETITION FOR ROAD SAFETY - BLACK LION ROAD, CROSSHANDS.**

Cabinet considered a report detailing the response to the petition presented to Council in December 2022 regarding road safety along Black Lion Road in Crosshands.

At the Council meeting the Cabinet Member for Transport, Waste and Infrastructure Services advised that the issues raised in the petition would be investigated by the department and that a report would be presented to a future meeting of the Council's Cabinet.

An investigation has since been undertaken by officers of the Highways & Transportation Service and the findings are detailed within the report

## **UNANIMOUSLY RESOLVED**

**8.1 that the contents of the report are noted;**

**8.2 that the petitioners' request for traffic calming on Black Lion Road be declined;**

**8.3 that the petitioners' request for changes to the staggered junction of Black Lion Road be declined;**

Note: These minutes are subject to confirmation at the next meeting.



**8.4 that officers work to influence driver compliance with speed limits along the Cross Hands Economic Link Road;**

**8.5 that a Stage 4 Road Safety Audit be undertaken in due course;**

**8.6 that the petitioners are informed accordingly.**

**9. BURRY PORT HARBOUR PETITION TO FULL COUNCIL - UPDATE POSITION.**

Cabinet considered a report providing an update on the position at Burry Port Harbour, following a petition presented to full Council on the 25th January 2023 by the Friends of Burry Port Marina (FBPM).

It was noted that officers representing the Regeneration, Finance, and Leisure divisions continue to meet regularly with the Managing Director of The Marine Group, where operational concerns have, and continue to be raised and discussed. Officers are also meeting regularly with the Chair of FBPM.

The County Council shares the stated aim of FBPM in wanting a safe, functioning, attractive facility that is a genuine benefit for both the harbour users and the whole community.

**UNANIMOUSLY RESOLVED**

**9.1 that the position regarding the lease obligations of Burry Port Marina Ltd (BPML) in respect of their management of the Harbour be noted;**

**9.2 that Carmarthenshire County Council's position in relation to landlord responsibilities for the lease of the asset and the continued engagement by officers with the management of BPML be noted.**

**10. TACKLING POVERTY PLAN**

Cabinet considered the Tackling Poverty Plan which outlined the Council's approach towards addressing poverty related matters.

This Plan focuses on the wider tackling poverty agenda with key actions identified over the next 12 months which will support the Council's response to the current cost of living crisis. This Plan will be reviewed when the Welsh Government publishes its Child Poverty Strategy which is expected within the next 12 months.

**UNANIMOUSLY RESOLVED that the Council's Tackling Poverty Plan 2023 be approved.**

**11. MODEL TEACHERS' PAY POLICY 2022/23.**

[NOTE:

(1) Councillors L.D. Evans and A. Vaughan-Owen, having earlier declared an interest, left the meeting prior to the consideration and determination of this item.

Note: These minutes are subject to confirmation at the next meeting.

(2) In the absence of the Chair and Vice-Chair it was proposed, seconded and agreed that Councillor A. Lenny chair the meeting during the consideration of this item].

Cabinet considered a report providing details of the updated Model Teachers' Pay Policy 2022/23.

The policy has been updated to reflect the September 2022 pay award as detailed in the School Teachers' Pay and Conditions (Wales) Document 2022. Other changes include the revision of the pro-rata principle for TLR 1 and 2 allowances and the additional Bank Holidays to mark the funeral of Her Majesty Queen Elizabeth and the coronation of His Majesty King Charles III which meant that teachers must be available to work for 193 days / 1258.5 hours instead of the usual 195 days.

In order to comply with the requirements of the School Teachers Pay and Conditions (Wales) Document 2022, which requires every school to have a pay policy setting out how pay decisions are taken, it was

**UNANIMOUSLY RESOLVED to endorse the Model Teachers' Pay Policy 2022/23 prior to circulation to schools for formal adoption by their Governing Bodies.**

**12. 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.**

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

**13. 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.**

**14. CARMARTHEN WEST LINK ROAD - LANDOWNER & COMPENSATION AGREEMENT - DEED OF VARIATION**

Following the application of the public interest test it was **RESOLVED**, pursuant to the Act referred to in minute no. 13 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 outweighed the public interest in disclosing the information contained therein as disclosure would adversely impact upon public finances by undermining the council's negotiating position in this and other similar transactions.

Note: These minutes are subject to confirmation at the next meeting.

The Cabinet considered a report which provided details of a Deed of Variation in relation to the Carmarthen West Link Road.

**UNANIMOUSLY RESOLVED that the Deed of Variation be approved.**

**15. SUSTAINABLE COMMUNITIES FUND**

[NOTE: Councillors A. Davies, G. Davies, P.M. Hughes and A. Vaughan-Owen, having earlier declared an interest, left the meeting prior to the consideration and determination of this item.]

Following the application of the public interest test it was **RESOLVED**, pursuant to the Act referred to in minute no. 13 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 outweighed the public interest in disclosing the information contained therein as disclosure would have the potential to undermine the position of the organisations concerned in relation to other organisations operating in the same sphere of activity.

The Cabinet considered a report which provided an overview of applications submitted under the Sustainable Communities Fund.

**UNANIMOUSLY RESOLVED:**

**15.1 that the projects detailed in Table 2 be awarded funding as recommended by the Funding Panel;**

**15.2 that funding for the additional 11 projects as detailed in Table 3 be approved, subject to Regeneration Partnership approval.**

**15.3 that additional funding in the sum of £1m be transferred into the Sustainable Communities Fund from other parts of the SPF programme.**

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**DATE**

Note: These minutes are subject to confirmation at the next meeting.

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## CABINET 3<sup>rd</sup> JULY, 2023

### COMPENSATION POLICY FOR CONTRACT HOLDERS (TENANTS)

**Purpose:**

The report sets out our approach to when it may be appropriate to compensate a tenant who has suffered loss or inconvenience due to service failure. The policy will guide officers when dealing with council tenants ensuring a consistent approach.

**Recommendations / key decisions required:**

Cabinet is asked to endorse the compensation policy.

**Reasons:**

Gives clarity and consistency when compensation is being considered.

**Cabinet Decision Required** YES – 3<sup>rd</sup> July, 2023

**Council Decision Required** NO

**CABINET MEMBER PORTFOLIO HOLDER:-**

Cllr Linda Davies Evans - Deputy Leader & Homes Portfolio Holder

Directorate:	Designations:	Tel:/Email addresses:
Communities		01267 228960
<b>Name of Head of Service:</b>		JMorgan@carmarthenshire.gov.uk
Jonathan Morgan	Head of Housing & Public Protection	
<b>Report Author:</b>		01267 228930
Les James	Contracts & Service Development Manager	lesjames@carmarthenshire.gov.uk

**EXECUTIVE SUMMARY  
CABINET  
3<sup>rd</sup> JULY, 2023**

**COMPENSATION POLICY FOR  
CONTRACT HOLDERS (TENANTS)**

**1. Purpose**

1.1. The Ombudsman expects landlords to have a compensation policy which gives guidance on offering compensation. This makes sure that we, as a landlord, are protected when claims are made. The purpose of the report is to ensure consistency and clarity to officers when dealing with situations which may require redress to the tenant.

**2. Context**

2.1. We are committed to providing a high-quality service to all our tenants and residents. However, there are occasions when we fail to deliver on this commitment and things can go wrong. In most cases we can resolve complaints by:

- Acknowledging when things go wrong
- Providing the service asked for
- Changing the way we do things if they are not right
- Looking again why a decision may have caused unfairness

2.2. We understand that individuals may suffer some disadvantage or loss because of our actions, errors, or mistakes. In some cases, compensation may be required if the complainant has suffered loss or inconvenience by our lack of action. The report sets what we can do but also instances when we believe we are not at fault and the matter should be dealt with by our insurers.

**3. Recommendation**

- To agree to the compensation policy for Contract Holders (Tenants).

**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 Morgan**

Head of Housing & Public Protection

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

## 1. Policy, Crime & Disorder and Equalities

Equality Impact Assessments are a process which allows organisations to consider relevant evidence to understand the likely or actual effect of policies, practices, and decisions on people with protected characteristics. An Equality Impact Assessment has been completed using the integrated assessment tool. The assessment concluded that the policy would have no adverse impact on tenants or protected characteristics groups.

Jessica Harcourt

8.2.23

## 2. Legal

The ombudsman expects local authorities to have a compensation policy which provides fair and proportionate redress to tenants (contract-holders) where there are shortcomings in the provision of services. The policy should reduce the risk of complaints and/or court action in relevant matters where the facts are not in dispute.

Alan Evans

26/7/22

## 3. Finance

No direct impact as policy is for clarification only.

Steve Williams 16/5/23

# CONSULTATIONS

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

Signed: Jonathan Morgan

Head of Housing & Public Protection

<b>1. Scrutiny Committee request for pre-determination</b>	YES
<b>Scrutiny Committee</b>	<b>Communities, Homes &amp; Regeneration</b>
<b>Date the report was considered:-</b>	<b>23<sup>rd</sup> February, 2023</b>
<b>Scrutiny Committee Outcome/Recommendations:-</b>	
Scrutiny Committee “UNANIMOUSLY RESOLVED that the Tenant Compensation Policy be endorsed and referred to the Cabinet for its consideration”.	

**2. Local Member(s)** Not applicable.

**3. Community / Town Council** Not applicable

**4. Relevant Partners** Not applicable

**5. Staff Side Representatives and other Organisations**

Report has been considered and endorsed by Housing Senior Management Team.

Number of internal stakeholders have been involved in drafting the policy.

<b>CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED</b>	<b>Include any observations here.</b>
YES	Cabinet Member is supportive of the policy

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**  
  
**THERE ARE NONE**



# Polisi lawndal Tenatiaid Tenant (Contract Holder) Compensation Policy

May 2023



[sirgar.llyw.cymru](http://sirgar.llyw.cymru)  
[carmarthenshire.gov.wales](http://carmarthenshire.gov.wales)

Cyngor Sir Gâr  
Carmarthenshire  
County Council



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## 1. Purpose of the Compensation Policy

The Ombudsman expects landlords to have a compensation policy which gives guidance on offering compensation. This makes sure that we, as a landlord, are protected when claims are made.

This policy applies to compensation which we may pay if there is a valid complaint. In some cases, the compensation is controlled by legislation, referred to as “statutory compensation” and in other cases the level of payment is our discretion.

We encourage all our tenants (contract-holders); leaseholders; and residents to have home contents insurance, as compensation will only be paid for damages to individual’s personal property in exceptional circumstances.

## 2. Context

We are committed to providing a high-quality service to all our tenants and residents. However, there are occasions when we fail to deliver on this commitment and things can go wrong. In most cases we can resolve complaints by:

- Acknowledging when things go wrong
- Providing the service asked for
- Changing the way we do things if they are not right
- Looking again why a decision may have caused unfairness

We understand that individuals may suffer some disadvantage or loss because of our actions, errors, or mistakes. In some cases, compensation may be required if the complainant has suffered loss or inconvenience by our lack of action.

Compensation due to major works are covered under our Major Works Agreement which was endorsed by full council in 2007. We will continue to meet our Statutory obligations and associated payments set out in various legislation e.g. Home Loss Payments.

### **3. Key principles**

- To make sure a clear, fair and transparent approach to dealing with claims for compensation.
- To outline the degree of service failure that necessitates compensation.
- To make clear what actions the claimants need to have taken to be eligible for compensation.
- To have a clear process in place for our staff to follow when dealing with a complaint or compensation claim.

### **4. Who is covered by the policy?**

The compensation policy is for the benefit of tenants (contract-holders) of our housing stock.

### **5. Who is not covered by the policy?**

The policy does not involve leaseholders, however we recognise that we have a contractual obligation under the terms of the lease while carrying out works. Any claims for compensation will be dealt with in accordance's with our complaints policy and the terms of the lease.

We will not pay compensation for any disturbance or nuisance caused by new build schemes / major works schemes / environmental, and clearance works to sites that the council owns. If we are in breach of legislation or there is clear evidence that we are liable, claims will be referred to our insurers.

### **6. Circumstances when the policy will apply.**

- Damage to personal items and internal decorations which has been caused whilst we carry out repair and maintenance works. Liability must be confirmed by our contractor or the Council.<sup>1</sup> In some cases we will make good items, however this is subject to a reasonable test, for example a mark left on the carpet would not mean the whole carpet would be replaced.

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<sup>1</sup> The Renting Homes (Wales) Act 2016 (s93,(1)) provides that the "landlord must make good any damage caused by works and repairs carried out in order to comply with the landlord's obligations".

- Additional utility costs (gas, electricity, oil, LPG) incurred due to loss of heating for more than 24 hours (between 31 October and 31 May) or hot water for more than 24 hours. This must be confirmed by our contractor or the Council.
- Additional fuel costs for dehumidifiers incurred due to fire / flood damage.
- Compensation for food allowance (breakfast, lunch and dinner) if temporarily accommodated in hotel or B&B and meals are not included or no provision for cooking facilities.

### **7. Circumstances when the policy will not apply.**

- Tenant/contract-holder's own actions in cases of damage
- Failure to inform the Council about works required or raise issues within 28 days.
- Failing to respond to contact from the Council when investigating claims.
- The complainant has repeatedly refused to allow access to inspect the property and assess the extent of works needed.
- The complainant's lifestyle has resulted in the property getting into poor condition or the complainant's own actions have caused the damage or issue to arise.
- The tenant (contract-holder); leaseholder; or resident has not been affected by the problem or service failure.
- A tenant (contract-holder), a member of their household or a visitor; leaseholder; or a resident have acted in an unreasonable or vexatious manner.
- Loss of service is due to damage or misuse by the tenant (contract-holder), a member of their household or a visitor.
- Temporary loss of facilities or amenities for less than 24 hours.
- Loss of service, utilities or amenities is beyond the Council's control (by 3rd party) e.g. power cut; ruptured water main; blocked street sewers; awaiting parts on order.
- Where legal action is being taken either by the Council or by the tenant (contract-holder); leaseholder; or resident.

- Where the matter is being processed via an insurance claim.
- Accidental damage has occurred e.g. burst pipes, blocked drains or other events which could not have been predicted.
- Loss of income or pay for time off work.
- Where we have given advanced notice of programmed maintenance works allowing the tenant (contract-holder); leaseholder; or resident to make alternative arrangements.
- Disturbance or nuisance caused by new build schemes / major works schemes / environmental, and clearance works to sites that the council owns. If we are in breach of legislation or there is clear evidence that we are liable, claims will be referred to our insurers.
- Personal injury claims or loss will be dealt with by our insurers.
- Any other circumstances not set out in the policy.

## **8. Timeframe for making a claim.**

Any claims for inconvenience or distress must be made within 28 days of when the event occurred.

## **9. How will compensation payments be made.**

Compensation payments will not be made as rent reductions. Tenants (contract-holders) must continue to make their rent payments to avoid being in breach of their tenancy/contract. We will take amounts to cover any rent arrears and other debts the tenant (contract-holder) owes from the compensation payment. The tenant (contract-holder) will be paid what's left.

Any payment made will be a full and final settlement of any complaint, dispute or claim.

## **10. Appeals**

If tenants (contract-holders); leaseholders; or residents are not happy with a decision on compensation or goodwill payments, they can go through our formal complaints procedure.

Should a tenant (contract-holder); leaseholder; or resident refer a complaint to the Public Services Ombudsman for Wales (only after the Council's complaints procedure has been exhausted) we will consider and comply with any orders and recommendations made by the Public Services Ombudsman for Wales.

## Compensation schedule

Type of payment	Calculation and value	Authorisation
Complete loss of heating/additional fuel costs	Formula to calculate: 2 x Ofgem set capped rate per kWh per heater. (2 heaters provided max output 2kWh per heater)	Team Leader
Flood/severe water leaks/additional costs for dehumidifiers	A flat rate payment of £10 per day per dehumidifier provided based on 12 hours usage.	Team Leader
Redecoration of a room/area	We will redecorate properties after works where the original decorations have been substantially affected. We will make good to any damage where possible (Renting Homes Act).  Or if tenants (contract-holders) wish to redecorate themselves, we will pay an allowance based on our decoration allowance schedule	Service Manager
Damage of personal possessions	Ideally cost of replacing or repairing should be met by the tenant's (contract-holder's) Contents insurance.  Where a tenant's (contract-holder's) personal possessions have been damaged as a result of a property failure and they have no contents insurance, we will consider reimbursing by making good, damaged items. However this is subject to reasonable costs. Documented evidence of purchase and of the damage caused will need to be evidenced.  All other claims for damage will be referred to the council's insurers.	Service Manager
Compensation for food allowance if temporarily accommodated in hotel or B&B and meals are not included or no provision for cooking facilities	Refer to Council's current overnight accommodation and meal allowances.  No compensation will be payable if the tenant/contract-holder has been moved to temporary accommodation. Criteria for the Disturbance payment will apply in accordance with the decant procedure, refer to the Major Works Agreement and Decant Procedure.	Service Manager
Renting Homes Act	Compensation will be paid in accordance with the Act	Team leader



## CABINET 3<sup>rd</sup> JULY, 2023

### RECHARGEABLE REPAIRS POLICY FOR CONTRACT HOLDERS (TENANTS)

**Purpose:**

The Rechargeable repairs policy sets out the criteria for when a tenant (contract-holder) will be recharged for repairs that are their responsibility under the tenancy agreement (Contract).

**Recommendations / key decisions required:**

Cabinet is asked to endorse the rechargeable repairs policy.

**Reasons:**

- Gives clarity and consistency when dealing with rechargeable repairs.
- The Rechargeable repairs policy will enable the Authority to reclaim costs where there has been wilful damage or neglect to its housing stock.

**Cabinet Decision Required** YES – 3<sup>rd</sup> July 2023

**Council Decision Required** No

**CABINET MEMBER PORTFOLIO HOLDER:-**

Cllr Linda Davies Evans - Deputy Leader & Homes Portfolio Holder

Directorate:	Designations:	Tel:/Email addresses:
Communities		01267 228960
<b>Name of Head of Service:</b>		JMorgan@carmarthenshire.gov.uk
Jonathan Morgan	Head of Housing & Public Protection	
<b>Report Author:</b>		01267 228930
Les James	Contracts & Service Development Manager	lesjames@carmarthenshire.gov.uk

**EXECUTIVE SUMMARY  
CABINET  
3<sup>rd</sup> JULY, 2023**

**RECHARGEABLE REPAIRS POLICY  
FOR CONTRACT HOLDERS (TENANTS)**

**1. Rechargeable repairs policy summary**

1.1. Purpose

- 1.1.1. Our aim is to provide tenants (contract-holders) with a value for money repairs and maintenance service. Vital to this approach is the need to ensure that tenants are recharged for works for which they are contractually responsible for, or for works arising from negligent behaviour or deliberate misuse.

1.2. Context

- 1.2.1. Rechargeable works will normally fall into one or more of the following categories.

- Works which are the tenant's own responsibility in accordance with their Occupation Contract (tenancy agreement), or licence.
- Works which arise because of misuse of the property
- Works which arise because of neglect or where a repair has not been reported.
- Works arising because of unauthorised or inappropriate alterations to the property.
- Works arising from damage to the property caused by a member of the tenant's household or visitor.

**2. Recommendation**

- Cabinet is asked to endorse the rechargeable repairs policy for Contract Holders (Tenants).

**Footnote:**

Under the Renting Homes (Wales) Act 2016, tenants are referred to as contract holders and tenancies are known as Secure Occupational Contracts. The policy applies to those housed in our own stock and who hold a occupation contract. The policy would also apply to those housed in our stock designated as temporary accommodation and therefore would hold a licence or Standard Occupational Contract.

**DETAILED REPORT ATTACHED?**

**YES - Rechargeable repairs policy**

# 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 Morgan

Head of Housing & Public Protection

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

## 1. Policy, Crime & Disorder and Equalities

Equality Impact Assessments are a process which allows organisations to consider relevant evidence to understand the likely or actual effect of policies, practices and decisions on people with protected characteristics. An Equality Impact Assessment has been completed using the integrated assessment tool. The assessment concluded that the policy would have no adverse impact on tenants or protected characteristics groups.

Jessica Harcourt

7.2.23

## 2. Legal

Recharge policy

This policy will ensure that a fair and consistent approach is taken in relation to rechargeable repairs.

Alan Evans

02/02/23

## 3. Finance

No direct impact as policy is for clarification only.

Steve Williams 01/02/23

# CONSULTATIONS

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

Signed: Jonathan Morgan

Head of Housing & Public Protection

<b>1. Scrutiny Committee request for pre-determination</b>	YES
<b>Scrutiny Committee</b>	<b>Communities, Homes &amp; Regeneration</b>
<b>Date the report was considered:-</b>	<b>23<sup>rd</sup> February, 2023</b>
<b>Scrutiny Committee Outcome/Recommendations:-</b>	
UNANIMOUSLY RESOLVED that the Rechargeable Repairs Policy be endorsed and referred to the Cabinet for its consideration.	

**2. Local Member(s)** Not applicable.

**3. Community / Town Council** Not applicable

**4. Relevant Partners** Not applicable

**5. Staff Side Representatives and other Organisations**

Report has been considered and endorsed by Housing Senior Management Team.

Number of internal stakeholders have been involved in drafting the policy.

<b>CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED</b>	<b>Include any observations here.</b>
YES	Cabinet Member is supportive of the policy

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THERE ARE NONE**

# Polisi Adennill Costau am Waith Atgyweirio Rechargeable Repairs Policy for Contract Holders (Tenants)

May 2023



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## **1. Purpose of the Policy**

1.1 The policy describes the activities and responsibilities involved in carrying out repairs to council housing and leased properties in circumstances where:

- The repair is the responsibility of the tenant, or
- The damage to the property is due to wilful damage, neglect, misuse or abuse by the tenant, their family, or visitors to the property: or
- The repair is required when moving out of a house to bring it up to an acceptable standard.

## **2. Context**

2.1 We are committed in providing a high-quality service to all our tenants, ensuring our housing stock is housing is maintained to an acceptable standard.

## **3. Key principles**

- To make sure a clear, fair, and transparent approach to dealing with rechargeable repairs.
- To give guidance on the circumstances where discretion can be exercised.
- To have a clear process in place for our staff to follow when dealing with rechargeable repairs.
- To inform tenants of the action the Council will take if payment is not made.

## **4. Who is covered by the policy?**

4.1 The rechargeable repair policy is for the benefit of tenants<sup>1</sup> of our housing stock. Our Secure Occupational Contract (tenancy) which applies to all council tenants housed in permanent accommodation states:

---

<sup>1</sup> Under the Renting Homes Wales Act 2016 tenants and licensees are called 'contract-holders' under the Act. Contract-holders will have an 'occupation contract' (which replaces tenancy and licence arrangements).

- If we repair any damage which has been caused by you or by anyone living with or visiting you, or through a lack of proper care or supervision at the property, we will do the work and charge you for it.
- You must repair any damage to your property or to the shared areas around your property and must repair or replace any damaged items, if the damage has been caused by you or by anyone living with or visiting you, or by your pets. If you do not repair the damage or replace the item, we will do the work and charge you for it. This does not include damage resulting from fair wear and tear.
- Before your contract ends, you must remove all furniture, personal belongings and rubbish, and leave the home clean and in good condition. You must also repair any damage caused by you or anyone who lives with you or visits you.
- If we cannot offer the home to another occupant within a reasonable time because of the condition you leave it in, we can charge you for the cost of any work we need to do to bring the home back up to the necessary standard, and for any rent we lose.

4.2 Generally, the Council is responsible for repairing and maintaining the structure of the property and any fixtures and fittings originally provided. Tenants are informed of their repair responsibilities when they sign the occupational agreement. All tenants should, except in certain circumstances, be recharged for repairs that are their responsibility. Examples of rechargeable repairs may include:

- Wilful damage - e.g. replace smashed door
- Misuse – e.g. replace toilet, disposing of items that cause blockage
- Unauthorised alterations – removal of walls, doors, fixtures, or electrical fittings
- Property Clearance – During a tenancy or when a tenancy ends there will be a recharge raised for works identified as a tenant's responsibility.



This includes clearance of any rubbish and personal belongings that have been left in the attic, garden, garage, out buildings and communal areas.

- 4.3 Tenants (under the terms of their occupational agreement) will be responsible for work that may be required when moving out of their home to bring it up to an acceptable standard for a new tenant.
- 4.4 Tenants are recharged for misuse of the Out of Hours Emergency Service when the repair could have waited until the following working day.
- 4.5 Tenants who use the repairs service including the Out of Hours Emergency Service for reporting a repair that is later found to be the tenant's responsibility will be recharged for all costs incurred by the Council.

## **5. Who is not covered by the policy?**

- 5.1. The policy does not involve leaseholders, however we recognise that we and the leaseholder have contractual obligations under the terms of the lease. Any claims will be dealt with in accordance's with our complaints policy and or terms of the lease.

## **6. Discretionary circumstances**

- 6.1. Where a rechargeable repair is identified and it is considered that because of exceptional circumstances, the tenant should not be required to meet the cost or carry out the work. Where accidental damage occurs, exceptional circumstances may apply to:

- Physical frailty or disability tenants.
- Tenants with mental health or learning difficulties.
- Damage arising from domestic abuse.
- Damage caused by criminal activity which is not associated with the tenant if it has been reported to the police (and a crime reference number has been obtained, where appropriate).
- Harassment or victimisation, including hate crime.

- To a family where the tenant has passed away if there is no estate.
- Accidental damage has occurred e.g. burst pipes, blocked drains or other events which could not have been predicted.

1.1. All personal injury claims will be referred to our insurers.

## **7. Transfer and Void properties**

7.1. When a tenant gives notice to end their occupation contract (terminate their tenancy) or applies for a transfer, arrangements will be made for a pre-termination inspection. This inspection will identify any aspects of disrepair, which are the responsibility of the tenant. The tenant will have the opportunity to rectify any repairs for which they are responsible, prior to the end of the tenancy.

7.2. If any such defects are not remedied prior to the end of the tenancy, or if the work is not of a satisfactory standard, a recharge may then be raised for the cost of the works.

7.3. We will recharge the cost to the tenant of clearing bulky items from our communal areas that has resulted in a charge to the Council, and the tenant responsible can be clearly identified.

## **8. Recovery**

8.1. The Council recognises that in some circumstances, repayment of charges in full may cause excessive financial problems for the tenant. Payments should be reasonable and affordable, with instalment levels based on the individual tenant's financial circumstances and ability to pay. Officers have the discretion to write off the debt where there is financial hardship, and the prospect of recovery are nil.

8.2. In exceptional cases, and where it would be cost-effective to do so, the Council may seek a judgement from the courts for persistent non-payment of recharges. This would be dependent on the individual circumstances (reasonableness) and the balance outstanding.

8.3. The decision whether to make a formal offer of accommodation which will result in the granting of a future tenancy, will be conditional on a prior

arrangement to repay any previous recharges owing at the time of the offer, or to clear the debt in full.

8.4. The Council reserves the right to defer applicants from the Housing Choice Register where a rechargeable repair has not been settled and place them in the appropriate category. Applicants should come to an agreement to clear the debt as mentioned above.

8.5. Under this policy we may refuse a transfer until the cost of the recharges are recovered or the repair rectified to our satisfaction.

8.6. The Head of Service responsible for housing management will set a minimal level below which the cost of rechargeable repairs will not be pursued, to ensure that resources are used effectively. The Head of Service responsible for repairs will review Appendix A in line with any contractual and legislative changes.

## **9. Appeals**

9.1. If tenants, leaseholders, or residents are not happy with a decision, they can go through our formal complaint's procedure.

9.2. Should a tenant, leaseholder, or resident refer a complaint to the Public Services Ombudsman for Wales (only after the Council's complaints procedure has been exhausted) we will consider and comply with any orders and recommendations made by the Public Services Ombudsman for Wales.

## **Appendix A - Repair responsibilities checklist**

<b>Repair</b>	<b>Notes / Exceptions</b>	<b>Landlord</b>	<b>Tenant (contract-holder)</b>
Aerials / cables / connections	Except communal aerials.		✓
Basins / sinks	Except replacing plugs, chains, and panels.	✓	
Carbon monoxide detectors	If alarm sounds, turn off gas boiler/gas fire/gas cooker, open windows and contact us.	✓	
Car hard standing/Drive	If installed by Council or in situ at start of occupation contract	✓	
Ceilings	Except small cracks and painting.	✓	
Chimneys / stacks / flues	installed by the Council or in situ at start of occupation contract.	✓	
Communal areas	Including shared entrances, halls, stairways, and passages. Includes alarms. Also lifts, rubbish chutes, and lighting.	✓	
Cookers	Including connection and disconnection for which you must use a Gas Safe registered engineer (if gas) or electrician (if electric).		✓
Doors / frames – external (front and back)	Except basic maintenance such as oiling hinges.	✓	
Doors / frames– internal	Includes handles, locks, hinges, and threshold strips and adaption to accommodate carpets etc.		✓
Doorbell			✓
Door entry systems		✓	
Drainage pipes/ drains / wastes pipes	Charges will be made if repeatedly blocked through tenant misuse.	✓	
Dustbins / wheelie bins/recycling			✓
Electric meters	Contact your supplier.		✓
Electrical wiring including sockets and switches		✓	
Extractor fans		✓	
Fences/Garden walls	If boundary owned by Council and originally erected by Council or in situ at start of occupation contract.	✓	
Fire alarms in communal areas		✓	

Fireplaces / fitted fires	If used for burning solid fuel.	✓	
Fixtures and fittings	Such as coat hooks, curtain rails, draught excluders.		✓
Floors	Except floor coverings i.e. carpet/vinyl/lino or wood laminate.	✓	
Garage / outbuildings	If built by the Council or in situ at start of occupation contract.	✓	
Garden maintenance	Unless paid for through service charge (only effects sheltered housing and communal gardens).		✓
Gas meters	Contact your gas supplier.		✓
Gas pipes	If you suspect a gas leak, first, please call the National Gas Emergency Service on 0800 111 999 and then report this to the Council.	✓	
Gates	If installed by Council or in situ at start of occupation contract.	✓	
Glazing	If due to break in or other criminal damage, you must get a crime number from the police. If due to accidental damage, either claim on your insurance or we will repair and recharge.	✓	
Greenhouses			✓
Guttering / rainwater pipes/ Fascia/soffits		✓	
Heating and hot water inc. Immersion heaters		✓	
Keys – Lost or stolen	Council can arrange entry but there will be a charge. If stolen, you must obtain a crime number from the police.		✓
Kitchens	If installed by the Council or in situ at start of occupation contract.	✓	
Kitchen appliances	Unless provided by the Council.		✓
Letterboxes			✓
Light fittings –including switches	Except lightbulbs, fuses, fluorescent tubes, and starters.	✓	
Painting and decorating inside	Except communal areas.		✓
Painting outside		✓	
Paths / steps / ramps	If built by the Council or in situ at start of occupation contract.	✓	
Pests	Except where we are legally responsible and there is a public health risk e.g. rats or cockroaches.		✓

Pipes/leaks	Including outside and inside drainage pipes.	✓	
Plasterwork	Except small cracks/repairs.	✓	
Porches	If installed by the Council or in situ at start of occupation contract.	✓	
Radiators	Except bleeding air from radiators.	✓	
Roofs		✓	
Showers	If installed by the Council or in situ at start of occupation contract.	✓	
Skirting boards		✓	
Smoke alarms	Replacing faulty long life lithium battery or mains wired alarms.	✓	
Stairs	Including banisters / handrails etc.	✓	
Store / outhouse – brick or concrete		✓	
Taps / stopcocks		✓	
Telephone points			✓
Toilets	Except seats.	✓	
Walls	See also plasterwork.	✓	
Wall tiling	If originally fixed by the Council or were in situ at start of occupation contract.	✓	
Washing lines	Except communal lines / communal rotary dryers.		✓
Windows	Includes sills, handles, frames and misted double glazing.	✓	

## CABINET 3<sup>rd</sup> JULY 2023

### Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic) Report

**Purpose:** A report to cabinet on the findings and recommendations of the Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic)

**Recommendations / key decisions required:** For Cabinet to consider the 20 recommendations contained within the report –

- 1) That the Local Authority ensures its public image of CCC lends itself to being a diverse and inclusive organisation
- 2) To work with relevant groups to promote the council as an employer within the Black, Asian, and Minority Ethnic community.
- 3) To look at ways of encouraging employees to complete workforce equality data and work to continuously improve the quality of information gathered.
- 4) To consider the development of a confidential exit interview process feeding directly into People Management.
- 5) Develop focused training for Members on areas relating specifically to equality, diversity, and equity, to be included within Code of Conduct training.
- 6) Work with the Public Services Board including Dyfed Powys Police (DPP) to drive community engagement and good practice in relation to recruitment from Black, Asian, and Minority Ethnic communities.
- 7) To work with relevant external groups, to improve representation and signposting for Black, Asian, and Minority Ethnic communities on the Council's website.
- 8) Commit to working with DPP as per recommendation 6
- 9) To work with DPP on anti-racism programmes and initiatives. E.g School Beat.
- 10) Council to agree that Multi-cultural History, Identity and Heritage needs to be embedded in the curriculum in all schools across Carmarthenshire and ensure as far as possible that all schools have a consistent approach.
- 11) to consider the provision of a toolkit for use across Carmarthenshire to promote Multi-cultural History, Identity and Heritage.
- 12) Schools are encouraged and supported in their endeavours to include relevant cultural events in the school calendar.
- 13) Ensure that there is a consistent approach across all schools within the Local Authority in relation to the criteria and recording of incidents of prejudice related bullying and ensure that the reporting of each school is reviewed on an annual basis.
- 14) To ensure that all teachers are trained to deal with racist behaviour/bullying in education settings and provide a designated lead person.
- 15) Commit to taking steps towards increasing Black, Asian, and Minority Ethnic representation across the workforce
- 16) Consider the benefits of working towards adopting the Race Alliance Wales manifesto across the Local Authority.
- 17) To look at the Welsh Government Race Equality Action Plan (due for publication Autumn 2021) and the recommendations within.
- 18) In recognising the need for a Multi-Cultural Hub in the county the Task & Finish Group recognise and recommend that a feasibility study is undertaken to establish the need and cost, and to explore possible venues that could be utilised for that purpose.
- 19) That the Local Authority employ a person to coordinate and support the implementation of Equality, Diversity, Multi-cultural History, Identity and Heritage across the county in line with other Local Authorities.
- 20) That the LA provide funding and through its arts and leisure programmes works with Coleg Sir Gar and UWTSO to promote multi-cultural events.

**Reasons:** At its meeting on the 27th of July 2020 (minute 8 refers), the Cabinet considered a report setting out its proposals following Council's endorsement of the two Notices of Motion on racism in Carmarthenshire on the 12th of February 2020 (7.1) and the 8th of July 2020 (7.1). The Cabinet was of the view that the concerns raised by each Motion should be addressed in conjunction with each other and that a politically balanced Task and Finish Advisory Panel should be established, as suggested, to listen to the voice of Black, Asian, and Minority Ethnic communities in Carmarthenshire.

Cabinet Decision Required YES

Council Decision Required NO

**CABINET MEMBER PORTFOLIO HOLDER:** - Cllr Ann Davies, Cabinet Member for Rural Affairs, & Planning Policy

**Head of Service:**

**Noelwyn Daniel**

**Head of ICT & Corporate Policy**

**Ndaniel@carmarthenshire.gov.uk**

**Report Author**

**Llinos Jenkins**

**Cabinet Support Officer**

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**EXECUTIVE SUMMARY  
CABINET  
3<sup>rd</sup> JULY 2023**

**Equality and Diversity (Black, Asian, and Minority Ethnic)  
Task & Finish Group Report**

At its meeting on the 27<sup>th</sup> of July 2020 (minute 8 refers), the Cabinet considered a report setting out its proposals following Council’s endorsement of the two Notices of Motion on racism in Carmarthenshire on the 12th of February 2020 (7.1) and the 8th of July 2020 (7.1). As a result, the Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic) was established. The group met during 2020/21 with an interim report published in December 2020.

This report outlines the findings of Black, Asian, and Minority Ethnic Task & Finish Group which were gathered over a period of a year between 2020 and 2021. The report was initially due to be presented to the Cabinet at the beginning of 2022 but faced a delay which led to the report being submitted in February/March 2023. The report reflects the situation and the information available to the group between July 2020 and 2021. The recommendations within the report were agreed by the group at their final meeting in July 2021, however the final report has not been approved by members of the group.

The death of George Floyd in May 2020 drew the world’s attention to racial inequality; subsequent marches, protests, and campaigning marked a global response and brought racism to the forefront of many agendas. Since May 2020 the pace of change in terms of this Agenda has sped up significantly. Welsh Government have undertaken work on a national level on racial inequality, and in June 2022 published their Vision for an Anti-Racist Wales and how it set out to achieve this through a Race Equality Action Plan. Also, in October 2021 Wales became the first UK nation to make teaching of Black, Asian, and Minority Ethnic histories and experiences mandatory in the school curriculum. In presenting the report it is clear that national initiatives have overtaken the ambition of the group, however some recommendations are specific to Carmarthenshire 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: **Noelwyn Daniels**

Head of ICT & Corporate Policy

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

### Policy, Crime & Disorder and Equalities

The recommendations within this report will support our work in terms of the Equalities Act 2010, Carmarthenshire Strategic Equality Plan 2020-24, Corporate Strategy, and the Welsh Government Anti-Racist Wales Action Plan.

### Finance

Officers to investigate the financial implications and funding for recommendations 18 and 19 before they are taken any further.

### Staffing Implications

Recommendation 5.5 calls for the recruitment of a person to coordinate and support the implementation of Equality, Diversity, Multi-cultural History, Identity and Heritage across the county in line with other Local Authorities. There is a possibility of employing someone following the review of comparative work in other LAs.

## CONSULTATIONS

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

Signed: **Noelwyn Daniels**

Head of ICT & Corporate Policy

**1. Scrutiny Committee request for pre-determination**

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**

<b>CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED</b>		<b>Yes</b>
<b>Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:</b>		
<b>Title of Document</b>	<b>File Ref No.</b>	<b>Locations that the papers are available for public inspection</b>
Minutes of the Cabinet Meeting held 27 <sup>th</sup> July 2020		<a href="https://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&amp;MId=3899&amp;Ver=4">https://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&amp;MId=3899&amp;Ver=4</a>

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# Grŵp Tasg a Gorffen Cydraddoldeb ac Amrywiaeth (Du, Asiaidd a Lleiafrifoedd Ethnig)

## Equality and Diversity Task & Finish Group (Black, Asian and Minority Ethnic)



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## Introduction

It gives me great pleasure to present this report on behalf of the Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic). The group undertook its work between the Summer of 2020 and the end of 2021, a time of global action following the shocking death of George Floyd in May 2020. Since May 2020, global and national movements have risen to address the lack of equality, which has overtaken some of the work of this group. I'm pleased to see that Welsh Government has worked to produce an Anti-racist Wales Action Plan to become an anti-racist Wales by 2030, and also the Black, Asian and Minority Ethnic Communities, Contributions and Cynefin in the New Curriculum Working Group which is working to reinforce the importance of teaching diverse experiences and contributions of Black, Asian and Minority Ethnic peoples, and communities across the Curriculum for Wales.

I'd like to thank the individuals and groups who presented evidence and shared their experiences with the Task & Finish Group and to those who took part in the consultation on our interim report which was published in December 2020. I'd also like to thank Cllr Cefin Campbell for chairing the group and leading on this work, and the other members of the cross-party group –

Cllr Fozia Akhtar (Vice Chair),  
Cllr Edward Thomas,  
Cllr Louvain Roberts,  
Cllr Andre McPherson,  
Cllr Emlyn Schiavone,  
Cllr Liam Bowen,  
Cllr Kim Broom.

Following the completion of the group's work there was a local election which in some part delayed this report. As a result, the privilege of presenting this report has fallen to me as the Cabinet Member for Rural Affairs, Community Cohesion, and Planning Policy. Over the coming months I will be working with the Cabinet to review the recommendations within this report and look forward to presenting an update in due course.

Cllr. Ann Davies  
Cabinet Member for Rural Affairs, Community Cohesion, and Planning Policy

## 1 - Background

The death of George Floyd in May 2020 drew the world's attention to racial inequality; subsequent marches, protests, and campaigning marked a global response and brought racism to the forefront of many agendas. In light of these events this Council considered two Notices of Motion during 2020 and as a result a Task and Finish Group was established by Cabinet to review the referred matters.

### **Notices of Motion received by Council**

**The first Notice of Motion<sup>1</sup> was received by Council at its meeting held on the 12th of February 2020. Council referred the following Notice of Motion to the Cabinet: -**

(Minute 7.1 refers)

That Carmarthenshire County Council –

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

**The second Notice of Motion<sup>2</sup> was received by Council at its meeting on the 8th of July 2020 Council referred the following notice of motion to the Cabinet: -**

(Minute 7.1 refers)

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 Black Asian and Minority Ethnic 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 Black Asian and Minority Ethnic communities in our county and commits to working with them we aim to educate, identify, and eradicate racism in Carmarthenshire.

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<sup>1</sup> [NoM 12.02.20 County Council](#)

<sup>2</sup> [NoM 08.07.20 County Council](#)



The council will:

- Listen to the voice of Black Asian and Minority Ethnic 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 Black Asian and Minority Ethnic communities to our local and national life

The Cabinet gave due regard to both Notices of Motion and as a result decided that they should be addressed in conjunction with each other and proposed that a Cross Party Task & Finish Group should be established.<sup>3</sup>

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<sup>3</sup> [Cabinet 27.07.20](#)

## 2. Method

### Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic)

The first meeting was held on 3 August 2020, whereby terms of reference<sup>4</sup> were agreed, and a work plan for the following six months was initiated. One of the first areas of discussion for the group was a review of public monuments and street names, and the Wales based review being undertaken by Welsh Government. Members of the group were aware of public comment and discussion about monuments and memorials across Wales and in Carmarthenshire, noting that the Picton Monument in Carmarthen Town had drawn significant attention. The group considered all aspects of their work and agreed that the matter of the interpretation and history of Sir Thomas Picton and the monument in Carmarthen Town should be dealt with at the outset. This decision was made considering great public and media interest. The group also agreed that in order to move forward and focus on the more significant areas of review, including equality and diversity in the workplace, education and the broader issues effecting Black, Asian, and Minority Ethnic communities in Carmarthenshire, this matter should be dealt with at an early stage.

The group set about beginning their work in August 2020 and agreed to meet at last once every month or as required. At its first meeting the group reviewed their terms of reference and agreed to the following categories of recommendation -

Categories of recommendation -

- 1 – **(Workforce)** considering ways in which the Council could increase equality and diversity in the workplace at all levels.
- 2 – **(Policing)** looking at ways of working with Dyfed Powys Police to address discrimination, racism, and prejudice in the judicial system.
- 3 – **(Monuments and recognition)** working with Welsh Government on their review of public monuments and street names, with particular reference to the Picton monument in Carmarthen town; and consulting with as wide a cross-section of the community as possible in order to agree a way forward on the future status of the Picton monument and other monuments or street names associated with slavery
- 4 – **(Education)** ensuring as far as possible that the new National Curriculum and lifelong learning in Carmarthenshire includes themes relating to colonialism, exploitation, discrimination, and racism.
- 5 – **(Community, Equality and Diversity)** 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 Black, Asian, and Minority Ethnic communities in local and national life.
- 6 – **(General)** exploring ways in which the group’s findings could inform future policy.

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<sup>4</sup> [Terms of Reference](#)

## **3 – Findings and Recommendations**

### **3.1 – Workforce**

On the 23<sup>rd</sup> of October, the group met with Paul Thomas, Assistant Chief Executive (People Management) to discuss the three points raised in the Notice of Motion presented in February 2020 –

That Council:

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

The group reviewed the Strategic Equality Plan<sup>5</sup> which has been developed so that as an organisation, we can set out how they plan to meet the commitment to equality and the legal obligations of the Equality Act 2010. In 2020 CCC published a Strategic Equality Plan which outlines how they intend to fulfil our responsibilities. The responsibilities as outlined in the Strategic Equality Plan were shared with the group –

### **Public Sector Equality Duty**

#### **The General Duty**

When making decisions and delivering services, we must have due regard to:

- Eliminating discrimination, harassment, victimisation, and any other conduct that is prohibited under the Act.
- Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.

When thinking about how to advance equality of opportunity between persons who share a relevant protected characteristic and those who do not, we also need to:

- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic and are connected to that characteristic.
- Meet the needs of persons who share a relevant protected characteristic that are different from the needs of the person who do not share it.
- Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

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<sup>5</sup> [Strategic Equality Plan 2020-2024](#)

The Specific Duties underpin the General Duty and have been developed around four main principles:

1. Use of evidence
2. Consultation and involvement
3. Transparency
4. Leadership

The Welsh Government published regulations that introduced the Specific Duties for Wales in March 2011, which set out the actions Carmarthenshire County Council must take to comply:

- Setting Equality Objectives and publishing a Strategic Equality Plan
- Ensuring that we engage with people who have an interest in how the Council's decisions affect them.
- Collecting and publishing information relevant to compliance with the General Duty
- Carrying out Equality Impact Assessments and publishing the results if there is a substantial impact identified.
- Publish employment monitoring information annually.
- Promote knowledge and understanding of the General Duty amongst our employees and use our staff appraisal procedures to identify and address the training needs of our employees.
- Set a gender pay equality objective where a gender pay difference is identified.
- Consider including conditions relevant to the General Duty in our procurement processes.

### **Who is protected under the Equality Act 2010?**

Everyone is protected under the Equality Act; however, the General and Specific Public Sector Duties refer to Protected Characteristics. These are:

- Age
- Disability
- Gender reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

The group noted that according to the 2011 census, 1.71% of the residents of Carmarthenshire identify as Black, Asian, or Minority Ethnic, this figure encompasses the non-working population. Within the workforce of CCC 1.13% of employees are recorded as

Black, Asian, or Minority Ethnic. The group raised questions on how robust the monitoring of representation was across CCC and what steps were taken to ensure the integrity of the data held, and were advised that 9-10% of the workforce did not complete the equality data collection. It was noted that employers cannot force employees to provide this data, but it was acknowledged that positive steps could be taken to encourage staff. The Assistant Chief Executive referenced the detailed information available on the Council website in terms of the Strategic Equality Plan, Workforce Information etc; information gathered from the workforce and reported on annually.

The group considered some of the data available online<sup>6</sup> and asked whether any grievances were raised in relation to racism whilst employed by CCC. The Assistant Chief Executive confirmed that of the two grievances raised by members of staff from a Black, Asian, and Minority Ethnic background neither related to allegations of racism. However, the group learned that exit interviews are not routinely undertaken centrally but by the department the exiting employee worked within. The group considered exit interviews to be an opportunity for employees to share constructive feedback and questioned whether it may be more appropriate and consistent for such interviews to be performed by People Management.

The group was keen to understand whether there were any barriers to attracting Black, Asian and Minority Ethnic applicants, and discussed the website, recruitment pages, and steps to improve representation across the organisation. The group was made aware of changes to how job profiles are developed, with a shift in recent years to a competency-based approach that tied into the core values of the organisation which in theory should be more inclusive. The group also considered other public service organisations in Carmarthenshire and whether there was an opportunity to understand whether similar discussions were underway in other organisations or if there was any best practice which could be shared. It was agreed that there should be opportunities to work together with other organisations and the Black, Asian, and Minority Ethnic community to develop recruitment strategies that would support the ambition of being a more representative and inclusive organisation.

<b>Recommendations</b>	
<b>1</b>	That the Local Authority ensures its public image of CCC lends itself to being a diverse and inclusive organisation
<b>2</b>	To work with relevant groups to promote the council as an employer within the Black, Asian, and Minority Ethnic community.
<b>3</b>	To look at ways of encouraging employees to complete workforce equality data and work to continuously improve the quality of information gathered.
<b>4</b>	To consider the development of a confidential exit interview process feeding directly into People Management.

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<sup>6</sup> [Equality & Workforce Data](#)

<b>5</b>	Develop focused training for Members on areas relating specifically to equality, diversity, and equity, to be included within Code of Conduct training.
<b>6</b>	Work with the Public Services Board including Dyfed Powys Police to drive community engagement and good practice in relation to recruitment from Black, Asian, and Minority Ethnic communities.
<b>7</b>	To work with relevant external groups, to improve representation and signposting for Black, Asian, and Minority Ethnic communities on the Council's website.

## 3.2 – Policing

On the 24<sup>th</sup> of November 2020, the group met with Dafydd Llywellyn, Dyfed-Powys Police and Crime Commissioner to discuss possible ways of working together to deal with racism, prejudice, and discrimination. The group received an overview of the work undertaken by Dyfed-Powys Police to increase representation in the workforce and of the work undertaken to reduce hate crime and improve the reporting of hate crime.

The Police and Crime Commissioner advised that there are currently 16 Black, Asian, and Minority Ethnic officers in Dyfed Powys Police equating to 1.8% of the workforce. As with the majority of organisations, data on ethnicity and other characteristics are provided voluntarily.

It was noted that Dyfed-Powys Police (DPP) were ambitious in terms of undertaking significant work to attract Black, Asian, and Minority Ethnic applicants to the force. This has included some indirect work including working with UWTSD to engage with Black, Asian, and Minority Ethnic students. Work is being undertaken across all levels of the force including engagement sessions being run by the Chief Constable. DPP noted that understanding what the force has to offer in terms of opportunities was a challenge and welcomed any opportunity to engage with stakeholders to discuss best practice.

DPP have established a Hate Crime Working Group (within the force). Generally, hate crimes are increasing but this is not individual to this area. An increased confidence to report by those experiencing hate crime has been noted. Hate crime figures in DPP area are still lower than most other forces. Race and hate crime are central to DPPs schools programme which works with pupils aged five and upwards.

### Regional Community Cohesion Team

In February 2021 Kay Howells, the Regional Community Cohesion Co-ordinator for Mid and South West Wales met with the group. The post of Regional Community Cohesion Co-ordinator is funded by Welsh Government and employed by Carmarthenshire County Council. The Cohesion Team work to an Action Plan which is reported to Welsh Government on a quarterly basis. The team's aim is to continue work with communities including Black, Asian, and Minority Ethnic communities, to promote hate crime awareness and to link in with young people in order to provide education on diversity, and to take forward the cohesion agenda. The team work with other stakeholders to identify and mitigate community tensions (hate crime, extremism, anxiety, anti-social behaviour etc.

The group received a presentation which included examples of the work undertaken by the Community Cohesion Team, they included –

- LGBTQ History Month Celebrations (i.e. on-line events to be shared through social media channels)
- Prior to Ramadan an invitation is extended to members of Black, Asian, and Minority Ethnic Communities to participate in Tension Monitoring Meetings, in order to and

ensure that initiatives are put in place to assist and support the potential hate crimes.

- Hate Crime Training within schools to assist in educating young people to understand and report Hate Crime
- Multiagency arrangement coordination to respond to any issues in terms of potential radicalisation, i.e., if a young person were to be identified as being potentially radicalised safeguarding arrangements and referral paths would be in place.

<b>Recommendations</b>	
<b>8</b>	Commit to working with Dyfed Powys Police as per recommendation 6.
<b>9</b>	To work with Dyfed Powys Police on anti-racism programmes and initiatives. E.g. School Beat.



### 3.3 – Monuments and Recognition

On the 21<sup>st</sup> of December 2020, an Interim Report was presented to the Cabinet containing recommendations relating to the following category of recommendation -

Working with Welsh Government on their review of public monuments and street names, with particular reference to the Picton monument in Carmarthen town; and consulting with as wide a cross-section of the community as possible in order to agree a way forward on the future status of the Picton monument and other monuments or street names associated with slavery

[Report to Cabinet 21<sup>st</sup> December 2020](#)

<b>Recommendations agreed by Cabinet 21<sup>st</sup> December 2020</b>
Information Boards should be prominently placed near the Picton Monument with due regard to accessibility, and to include a QR code.
An Information Board should also be placed on a prominent site within the grounds of the Monument.
A further Information Board in the vicinity of the Court Room at the Guildhall, where a portrait of Sir Thomas Picton is displayed
Any Information Boards should reference the local history of the area and also the history of Sir Thomas Picton encompassing his military career as well as his known links with slavery.

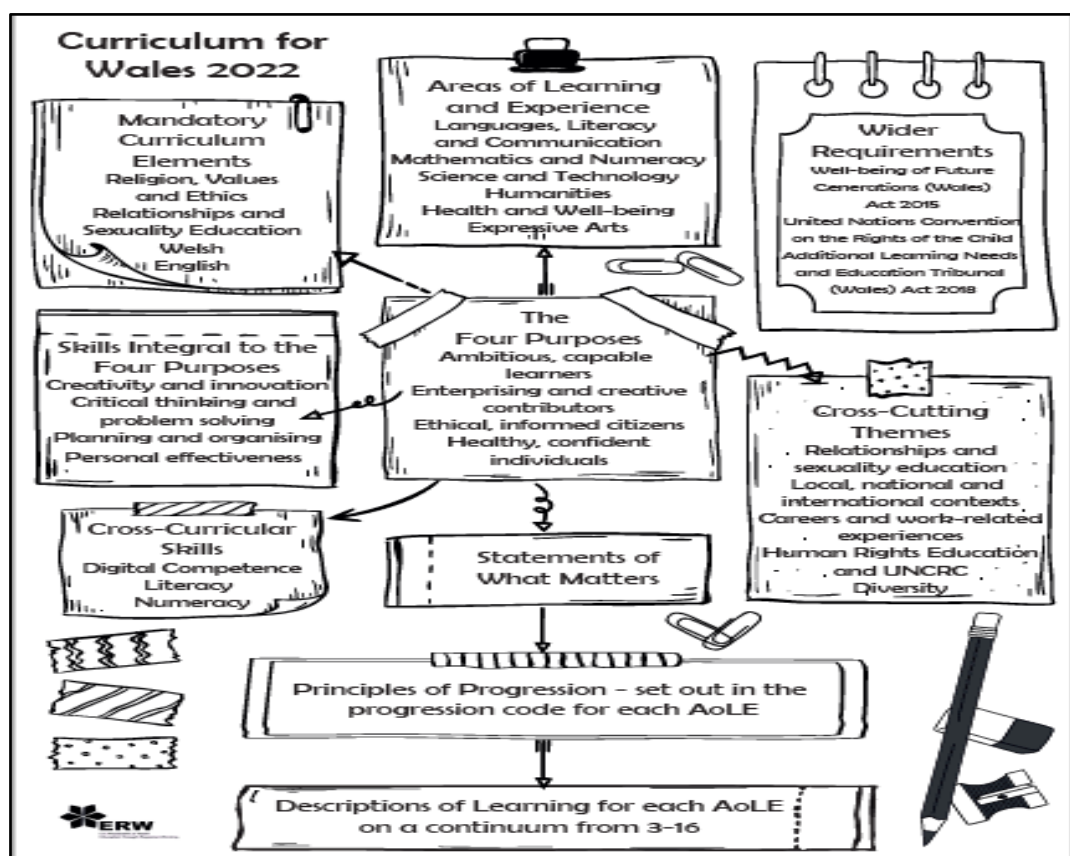
### 3.4 – Education

In December 2020, the group met with Aeron Rees, Head of Curriculum and Wellbeing. The group had requested information on three areas; diversity in the school curriculum, attainment of Black, Asian, and Minority Ethnic pupils in the education system, and the experience of Black, Asian, and Minority Ethnic pupils in Carmarthenshire. The group was keen to gather evidence on the experience of Black, Asian, and Minority Ethnic pupils in the education system from current or former pupils in Carmarthenshire, and in early 2021 met with pupils from St John Lloyd RC Comprehensive School and Ameer Davies-Rana a former pupil at Ysgol Maes y Gwendraeth.

#### Diversity in the School Curriculum

In September 2022, the current curriculum will change to the new Curriculum for Wales. The current curriculum utilises PSE, RE and History to encourage learning around diversity, noting the Personal and Social Education Framework for 7 – 19-year-olds, national Framework for Religious Education for 3 – 19-year-olds as national guidance. Within the current curriculum there is also opportunity to mark cultural days in the school calendar and incorporate local and national initiatives into the school timetable. Schools within Carmarthenshire support schemes such as ‘Show Racism the Red Card’. Hate Crime Project, Schools of Sanctuary’ and ‘Walk the Global Walk’.

The group focused on the new Curriculum for Wales planned for implementation in Autumn 2022 and the four purposes the curriculum is centred around. An infographic was shared with the group to illustrate the Curriculum for Wales –



The group was provided with an overview of the 'Four Purposes' of the curriculum, specifically the purpose of creating 'Ethical Informed Citizens' which would be supported by other elements and themes within the curriculum, including Diversity, Religion, Values and Ethics, and education within a local, national, and international context. History within the new curriculum suggests that context and interpretation should play a key part –

## Curriculum for Wales - History

### School curriculum design should:

- develop an understanding of the discipline and its value
- develop understanding of, and respect for, the notion of truth and for people in the past
- develop an appreciation of the past on different scales, which allows learners to orientate themselves in time
- develop historical interpretation understanding and source-based skills
- develop rich content across the time periods, through which learners can develop an understanding of chronology through exploring cause and effect, change and continuity, similarity and difference, interpretations, the use of evidence and historical significance
- develop a rich context for exploring the concepts of governance, economy, power, leadership, diversity; culture, ethnicity, equality and inequality, justice, rights, conquest, social, political and economic ideologies, social organisation and structures, trade, agriculture and industry, power and protest, peace, conflict and cooperation, revolution, devolution and empire
- expose learners of all ages to a range of historical periods on a local, national and global scale, making the links and connections that support the development of a detailed chronological 'map' of the past.

The group was confident that the new curriculum contained considerable focus on diversity, interpretation, and allowed for local influence within a national framework. The group was also made aware of broader learning experiences in terms of inclusion and diversity and on the principle of teaching less and learning more within the new curriculum, giving an opportunity for pupils to learn deeply about a subject. Information was shared with the group on how schools are largely responsible for teaching local history, and many develop their own resources. The group noted that there may be some opportunity to create centralised resources or to support schools to work together. Most schools mark cultural festivals in assemblies and create classroom displays to mark events in the school calendar. Examples over the year include - Black, History Month (Oct), Gypsy Roma Traveller History Month (June), Refugee Week (June), Holocaust Memorial Day (Jan). Pupils also participate in programmes such as Show Racism the Red Card, Hate Crime Project, Schools of Sanctuary, Holocaust and Genocide Awareness Day, and Walk the Global Walk.

## Comparative Attainment in Carmarthenshire

The group reviewed two sets of data on the attainment of Carmarthenshire pupils between 2017 and 2019 the first set of data related to attainment in the Foundation Phase and Key Stages 2 and 3.

Set 1 Data					
2019	Stage	Total Cohort	Not Achieving	Achieving	% Achieving
Black, Asian, and Minority Ethnic	Foundation Phase	164	55	109	66.46%
Black, Asian, and Minority Ethnic	Key Stage 2	161	21	140	86.96%
Black, Asian, and Minority Ethnic	Key Stage 3	121	16	105	86.78%
White British	Foundation Phase	1883	456	1427	75.78%
White British	Key Stage 2	1931	254	1677	86.85%
White British	Key Stage 3	1818	226	1592	87.57%

2018	Stage	Total Cohort	Not Achieving	Achieving	% Achieving
Black, Asian, and Minority Ethnic	Foundation Phase	148	37	111	75.00%
Black, Asian, and Minority Ethnic	Key Stage 2	155	19	136	87.74%
Black,,Asian, and Minority Ethnic	Key Stage 3	122	15	107	87.70%
White British	Foundation Phase	1905	417	1488	78.11%
White British	Key Stage 2	1818	214	1604	88.23%
White British	Key Stage 3	1793	224	1569	87.51%

2017	Stage	Total Cohort	Not Achieving	Achieving	% Achieving
Black, Asian, and Minority Ethnic	Foundation Phase	179	34	145	81.01%
Black, Asian, and Minority Ethnic	Key Stage 2	137	23	114	83.21%
Black, Asian, and Minority Ethnic	Key Stage 3	108	8	100	92.59%
White British	Foundation Phase	1762	242	1520	86.27%
White British	Key Stage 2	1791	190	1601	89.39%
White British	Key Stage 3	1799	200	1599	88.88%

In reviewing the above data, the group noted that although there were some gaps in attainment at Foundation Phase it seemed to resolve at the next key stage. In 2017 and 2019 at Key Stage 2 Black, Asian, and Minority Ethnic pupils outperformed White British pupils. The group was advised that attainment is multivariant and relies on many factors including IQ, eligibility for free school meals, looked after Children, etc which allowed sometimes for limited intervention. The group considered the numbers involved within each cohort and noted that the Black, Asian, and Minority Ethnic numbers were quite small which allowed for greater fluctuation. Acknowledging that the data does reflect some trends the group did not agree that there was a clear trend.

In reviewing the second set of data the group noted that at Key Stage 4 Black, Asian, and Minority Ethnic pupils outperformed White British Pupils across the three years, in achieving 5A\*/C and also in 2017 and 2018 in achieving 5 A\*/A. The data at Key Stage 5 showed some areas of lower attainment by Black, Asian, and Minority Ethnic pupils in 2017, it was remedied by 2018. In 2019 attainment at 3 A\*/A came within 0.06% of each group, in terms of 3 A\*/C there was a difference of over 5%. The group considered that the data by subject at KS 5 might be relevant, however the data was not available at the time.

<b>Set 2 Data</b>							
Black, Asian, and Minority Ethnic Attainment 2017 - 2019					White British Attainment 2017 - 2019		
Key Stage 4					Key Stage 4		
Black, Asian, and Minority Ethnic Pupils					White - British		
	Achieving					Achieving	
	5 A*/A	5 A*/C				5 A*/A	5 A*/C
2019	18.80%	86.32%			2019	20.23%	73.43%
2018	23.08%	73.63%			2018	19.42%	73.12%
2017	27.36%	78.30%			2017	17.13%	73.00%
Key Stage 5					Key Stage 5		
Black, Asian, and Minority Ethnic Pupils					White - British		
	Achieving					Achieving	
	3 A*/A	3 A*/C				3 A*/A	3 A*/C
2019	12.50%	45.00%			2019	12.56%	50.24%
2018	26.92%	57.69%			2018	10.82%	52.75%
2017	7.14%	35.71%			2017	9.41%	50.40%

## Pupil experience (school-based data)

The group received information regarding the number of exclusions due to racial abuse between 2017 and 2019. In 2019 ten pupils were excluded for racial abuse, more than three times the number in the previous year, although in context less than 1.5% of exclusions were due to racial abuse. The group accepted that this was relatively low when set in context.

Black, Asian, and Minority Ethnic Exclusions 2017 - 2019			
Fixed Term Exclusions 2017-2019			
Reason	2017 Exclusions	2018 Exclusions	2019 Exclusions
Racial Abuse	5	3	10
Total	597	720	739
%	0.83%	0.41%	1.35%

The group considered the types of bullying reported on by schools in order to understand what was being done to tackle bullying. The following examples are considered intervention methods in Carmarthenshire -

- mediation – helping the perpetrator and target of bullying talk about the issue and agree on a solution
- restorative approaches – built on values which separate the person from the behaviour. Promoting accountability and seeking to repair any harm caused in a situation
- building resilience – strengthening the learner’s ability to effectively cope, adjust or recover from being bullied or facing other sources of trauma, stress, or adversity; equipping learners with a solid foundation or emotional resilience by ensuring that they feel accepted
- peer support – helping children and young people to feel accepted and included by other learners. It can help individuals feel like they belong in a school and can be a crucial factor in reducing bullying and conflict. It can be encouraged in schools in both informal and formal ways
- school sanctions – schools can use disciplinary sanctions, as set out in their school policies, to address bullying. The consequences of bullying reflect the seriousness of the incident so that others see that bullying is unacceptable.

Drawing from experience across other committees some of the group noted that they were aware of pupils moving between schools due to bullying without any discussion with the school and suggested that not all types of bullying are reported or recorded. Some low-level bullying may exist without ever being reported or recorded.

## Pupil experience

The group met with pupils from St John Lloyd Comprehensive School and Ameer Davies Rana who attended primary and secondary school in Carmarthenshire. The group noted the following points highlighted during the discussions -

- Pupils had personal experience of racial abuse but felt confident in dealing with it and which teacher to approach to report this. There was a level of confidence that the matter would be addressed but less confidence that the situation would be resolved.
- Pupils believed that more could be done to promote Black, History and had little experience of Black, History Month being celebrated as part of the curriculum. Pupils could not recall a significant amount of learning on racism, discrimination and hate crime and felt that these could easily be covered in Personal and Social Education.
- Pupils agreed that an increase in diversity across the workforce is essential for young people from Black, Asian, and Minority Ethnic communities to identify positive role models. One pupil noted that they would like to follow a career in law specifically because of the lack of representation which they equate to a lack of engagement within the justice system.
- Pupils drew attention to the perceived lack of understanding in relation to the cultural pressures placed on some pupils by their communities. These pressures include academic success which some pupils felt exhausted by.
- One pupil noted that the first experience of face-to-face racial abuse was at secondary school which included ethnic slurs and use of words which are now considered specific to hate crime. There was no signposting and during their time in secondary education, they were never approached by a member of staff or provided with a space to discuss racism or ethnicity.
- Reporting instances of abuse at school only addressed the incident and not the reason, for example when responding to a fight because of racist abuse, only the fighting was addressed, often staff were aware of the initial racist abuse. They felt that this could be alleviated by an increase in representation across the workforce. When asked by a member whether they had considered becoming a teacher it was noted that until Black, Asian, and Minority Ethnic pupils have an increased positive experience within education they would not want to return to education as a professional.
- In a school of over 700 pupils there were less than ten Black, Asian, and Minority Ethnic pupils, very few role models within school or the broader community. It impacts on an individual when they can't identify anyone to relate to within their community.

<b>Recommendations</b>	
<b>10</b>	Council to agree that Multi-cultural History, Identity and Heritage needs to be embedded in the curriculum in all schools across Carmarthenshire and ensure as far as possible that all schools have a consistent approach.
<b>11</b>	to consider the provision of a toolkit for use across Carmarthenshire to promote Multi-cultural History, Identity and Heritage.
<b>12</b>	Schools are encouraged and supported in their endeavours to include relevant cultural events in the school calendar.
<b>13</b>	Ensure that there is a consistent approach across all schools within the Local Authority in relation to the criteria and recording of incidents of prejudice related bullying and ensure that the reporting of each school is reviewed on an annual basis.
<b>14</b>	To ensure that all teachers are trained to deal with racist behaviour/bullying in education settings and provide a designated lead person.



## 3.5 – Community, Equality, and Diversity

### Race Council Cymru

In September 2020, the group met with Uzo Iwobi the Chief Executive of Race Council Cymru (RCC), Patience Bentu, RCC Communities Engagement Officer, and Paolo Piana, the RCC Lead for Carmarthenshire to share an overview of their work in Carmarthenshire and south west Wales. Locally, Race Council Cymru facilitate the Llanelli Multicultural Network and employ a Regional Lead for West Wales. Members received an overview of the work undertaken by RCC in conjunction with Dyfed Powys Police Force, Syrian Resettlement Project and with Carmarthenshire County Council.

The group was keen to learn about the work undertaken in other local authorities to support Black, Asian, and Minority Ethnic communities and how this might shape best practice or future work in Carmarthenshire. Race Council Cymru advised that it was leading on a project to develop the Arts Wing of the Grand Theatre Swansea into a multicultural hub - The Grand Multicultural Hub. As the centre develops, 23 grassroots communities will be hosted in the Arts Wing of the Swansea Grand Theatre. The aim is to develop a diverse contemporary Arts programme, host cultural events, run a series of community activities and skills programmes, develop an ethnic food café and catering support to activities and to build a collective of expertise in a vibrant creative environment. The Hub will also promote community cohesion and shared cultural understanding as well as providing clear lines of communication and better understanding between grassroots communities and service providers, who will also run support services onsite. The project secured funding from the Welsh Government Communities Facilities fund to redesign the Arts Wing, to provide bespoke community offices and hot desking areas, a digital hub for IT support and teaching space, consulting rooms, meeting rooms and to upgrade some parts of the building. The Grand Multicultural Hub is a long-term investment for RCC with a business plan in place aiming to generate approximately £150,000 of revenue income per annum after five years.

The group wanted to understand how the hub might benefit the Black, Asian, and Minority Ethnic community and considered how having one designated place within a large county would support a broad community. Race Council Cymru advised that any dedicated venue could be used for consultations and to give communities a place to meet, by funding arts venues to support specifically Black, Asian, and Minority Ethnic arts people become develop and grow to understand diverse cultures. If the ambition for Carmarthenshire is to bring people from all communities together then the starting point could be to pull marginalised communities in to develop that work together. All communities need to feel that there is a place for them and by reducing divisions in culture, groups begin to merge. Race Council Cymru noted that most organisations lack communication and engagement with the Black, Asian, and Minority Ethnic community and although some work was being done basic acts such as translating directions or sections of a website, it is insufficient. Significant work is needed to improve engagement. By having a central hub or community focused venue CCC will have a place to go and engage with Black, Asian, and Minority Ethnic communities. Race Council Cymru believed that this would have a significant impact on improving workforce representation

## Ethnic Youth Support Team

The group needed evidence around the issues facing young people within the Black, Asian, and Minority Ethnic community and so met with representatives from Ethnic Minorities & Youth Support Team (EYST) which was set up in 2005 by a group of ethnic minority young people in Swansea. The group tasked EYST with covering a broad area of discussion however the discussion focused on ways of encouraging participation and improving the support available to Black, Asian, and Minority Ethnic communities in Carmarthenshire.

Prior to meeting the group EYST had reviewed the current resources available to Black, Asian, and Minority Ethnic residents of Carmarthenshire and it was noted that although there were some websites referring to support in the Llanelli area, there was a lack of consistent signposting across the county. EYST noted that this was unfortunately typical outside of densely populated areas such as Swansea, Cardiff, and Newport as the majority of funding in recent years has been channelled in to urban areas. Without funding it is hard to provide support which is key to increasing participation.

EYST form part of the Race Alliance Wales (RAW) a collaborative and self-directed platform for individuals and organisations interested in achieving race equality in Wales. RAW was established in 2018 to bring together groups and individuals to offer a collective voice on policies and practices affecting minority ethnic people in Wales. RAW have developed a manifesto for organisations who aspire to achieve racial equality. Their report 'From Rhetoric to Reality' was shared with the group, the following manifesto was contained in the report –



The group considered the manifesto and focused on areas specific to recruitment and data gathering, areas which had been discussed at previous meetings. The group had previously discussed how the reporting of workforce data within the organisation was critical to increasing representation, alongside more targeted recruitment campaigns. The group also

considered the possibility of recruiting a dedicated officer to drive engagement with Black, Asian, and Minority Ethnic communities. The rationale for employing a dedicated officer included developing strategic plans in terms of recruitment, education, consultation, and participation. EYST shared experiences of how this has worked well in the past where organisations have relied on representational authority to drive some areas of work, and to be a first point of contact for possibly insular communities. However, having one person or unit dealing with this broad matter can encourage complacency and further complicate the issue of representation, as the Black, Asian, and Minority Ethnic community represent a broad group. It was also noted that having one individual representative can be initially a good step towards organisational change, but in itself was not a solution. The group discussed how working with local partners such as the Public Services Board, Police Force, and Fire Authority on this matter might be a possibility.


### **Welsh Government Race Equality Action Plan – (March 2021)**

The group met with Claire Bennett, Director of Communities and Tackling Poverty at Welsh Government to receive an overview of the Race Equality Action Plan. At the time of meeting (24<sup>th</sup> March 2021) a draft plan had been published for consultation.<sup>7</sup>

<b>Recommendations</b>	
<b>15</b>	Commit to taking steps towards increasing Black, Asian, and Minority Ethnic representation across the workforce.
<b>16</b>	Consider the benefits of working towards adopting the Race Alliance Wales manifesto across the Local Authority –

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<sup>7</sup> [Race equality action plan: an anti-racist Wales](#)

	 <p><b>Step 1: Measure</b> Gather, monitor and publish ethnicity data (including ethnicity pay gap) in the workforce and in public, private, and political sector applications &amp; appointments annually.</p> <p><b>Step 2: Plan</b> Develop a strategic race equality plan, addressing race equality in a systematic, joined up and long-term way, and including clear targets and measurable outcomes.</p> <p><b>Step 3: Educate</b> Ensure that positive representation of ethnic and racial diversity is embedded and that ethnic minority contributions to Welsh society and organisations are effectively represented. Include regular anti-racist education in the New Curriculum for Wales.</p> <p><b>Step 4: Recruit</b> Ensure your organisation/business reflects modern Wales by addressing the lack of BAME representation in the workforce. Commit to targets to increase BAME representation at all levels of workforce, and promote the recruitment, retention and progression of BAME staff. Institute shortlisting practices which are 'name-blind' and eliminate personal details known to elicit bias, such as name/postcode/birthdate.</p> <p><b>Step 5: Influence</b> Drive behaviour change in the people you do business with. Require contractors to show what steps they are taking to make their workplaces more inclusive of BAME people, and adopt the full recommendations of the Baroness McGregor-Smith review into 'Race in the Workplace'. Ensure providers also recruit more BAME staff.</p> <p><b>Step 6: Represent</b> Use all legal avenues and positive action to achieve equality of outcome: not only equality of opportunity, particularly in relation to representation of ethnic diversity of people in public and political life. If BAME applicants consistently don't fit the mold, consider changing the mold.</p> <p><b>Step 7: Curate</b> Ensure more BAME involvement in Arts and Cultural bodies, and commission more arts, cultural and heritage exhibitions illuminating the reality of Wales' history of colonialism, slavery and imperialism and the contribution of different layers of immigration, as well as present day achievements in the face of adversity.</p> <p><b>Step 8: Legislate</b> Support the improvement of Wales' legal response to hate crime by adopting definitions of each form of hate, including adopting the definition of Islamophobia produced by the APPG for British Muslims. Support the improvement to access to justice and safety for minority ethnic individuals and review disproportionate criminal justice outcomes, and effectiveness of justice process, including that of Police, in dealing with racism.</p> <p><b>Step 9: Heal</b> Invest in measures to support the physical and mental health of ethnic minority people, recognising the disproportionate impact of Covid19 and structural racism on BAME communities, as well as their significant sacrifice in this pandemic.</p> <p><b>Step 10: House</b> Investigate and address housing inequalities including overcrowding, affordability and accessibility of housing for specific groups including refugees, older BAME people and larger families.</p>
17	To look at the Welsh Government Race Equality Action Plan (due for publication Autumn 2021) and the recommendations within.
18	In recognising the need for a Multi-Cultural Hub in the county the Task & Finish Group recognise and recommend that a feasibility study is undertaken to establish the need and cost, and to explore possible venues that could be utilised for that purpose
19	That the Local Authority employ a person to coordinate and support the implementation of Equality, Diversity, Multi-cultural History, Identity and Heritage across the county in line with other Local Authorities.
20	That the LA provide funding, and through its arts and leisure programmes works with Coleg Sir Gar and UWTSO to promote multi-cultural events.

## **4. Conclusions and next steps**

Having considered the information gathered the group prepared a set of recommendations which will be submitted for Cabinet to review. Some the recommendations were costed at the time with only a few requiring financial support.

The group concluded its work in 2021, and as noted in the report the pace of change on some issues raised has been considerable, Welsh Government have moved swiftly to implement national frameworks to tackle racism. Some recommendations have also already been incorporated into the Vision Statement of the current Cabinet. There will be some work to do in order to understand whether national frameworks or plans have already overtaken the recommendations of the group. It is likely that this work will be done after this report is presented to the Cabinet.

The report will be presented to Cabinet for consideration following which a decision will be made on the possible implementation of the recommendations.

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## CABINET 3<sup>rd</sup> JULY 2023

### DEVELOPMENT FUND APPLICATION

#### Recommendations / key decisions required:

1. Approval is given in the sum of £150,000 for a new Themed Miniature Golf Course at Pendine Attractor Site, generating increased income.
2. That the repayment for the above scheme be over four years.
3. That the repayments will commence in 2024/25.

#### Reasons:

To provide Cabinet with an update on the latest position of the Development Fund, and to seek Cabinet approval of a recent application to the Fund.

Cabinet Decision Required                      YES

Council Decision Required                      NO

#### CABINET MEMBER PORTFOLIO HOLDER:

Cllr. Alun Lenny (Resources)

Corporate Services Directorate

Name of Head of Service:

Randal Hemingway

Report Author:

Randal Hemingway

Designations:

Head of Financial Services

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**EXECUTIVE SUMMARY  
CABINET  
3<sup>rd</sup> JULY 2023**

**DEVELOPMENT FUND APPLICATION**

The report provides a brief update on the Development Fund and identifies that the Authority has £750k of funds available for new projects.

This sum will rise to £754k in 2023/24 and £1.75m in 2024/25 when future repayments to the fund are made. These values are dependent on the sale of the Grillo site in 2024/25 to reimburse the Development Fund.

This report seeks approval for the sum of £150,000 to fund a new Themed Miniature Golf Course at the Pendine Attractor Site, generating increased income. It is proposed that the repayment for the above scheme be over four years.

**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: R Hemingway**

**Head of Financial Services**

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

**3. Finance**

Based on the latest profile of spending, it is estimated that there is some £750k available for new projects.

The application is for £150,000 with the fund repayments of £37,500 per annum being made from increased income.

**6. Staffing Implications**

No issues are expected as existing staff within the Hostel will administer the bookings.



# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below  
 Signed: R Hemingway Head of Financial Services

<b>1. Scrutiny Committee request for pre-determination</b>	Not applicable
<b>If yes include the following information: -</b>	
<b>Scrutiny Committee</b>	
<b>Date the report was considered:</b>	
<b>Scrutiny Committee Outcome/Recommendations:</b>	

- 2. Local Member(s)** N/A
- 3. Community / Town Council** N/A
- 4. Relevant Partners** N/A
- 5. Staff Side Representatives and other Organisations** N/A

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

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

**THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Development Fund Application		County Hall, Carmarthen

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## Report of the Director of Corporate Services

**Cabinet**  
**3<sup>RD</sup> July 2023**

### Development Fund Application

Investment in Themed Miniature Golf at Pendine Attractor Site

<b>Head of Service &amp; Designation.</b> R Hemingway – Head of Financial Services	<b>Directorate</b> Corporate Services	<b>Telephone No.</b> 01267 224886
<b>Author &amp; Designation</b> As above	<b>Directorate</b>	<b>Telephone No</b>

#### 1. BRIEF SUMMARY OF PURPOSE OF REPORT.

An application has been received from the Communities Department for an investment to build a themed miniature golf facility at the Pendine Attractor Site.

#### 2. KEY DECISIONS REQUIRED, IF ANY

The report gives an update on the latest position of the Development Fund and seeks the approval for an application to the Fund.

#### 3. RECOMMENDATION(S)

- 3.1 Approval is given in the sum of £150,000 to build a themed miniature golf facility, generating increased income.
- 3.2 That the repayment for the above scheme be over four years.
- 3.3 That the repayments will commence in 2024/25.
- 3.4 That the repayments to the Insurance Earmarked Reserve from the Development Fund are deferred until 2024/25.

#### 4. REASON(S)

A recent application for financial assistance from the fund has been received from the Communities Department to build a themed miniature golf course within the Pendine Attractor Site. The new facility would generate additional income plus bring in extra visitors to Pendine.

It is anticipated that the increased footfall would also increase food and beverage income as well as increase visitor numbers to the Museum of Speed.

## **5. BACKGROUND AND EXPLANATION OF ISSUES**

### **Development Fund Criteria**

To qualify for Fund support, the following criteria were laid down:

- i. Applications are restricted to “one off” type projects and support for recurring costs are not considered.
- ii. All projects must demonstrate the ability to generate long-term savings to the Authority.
- iii. Financial assistance from the fund to be repaid over a four year period, with no interest being charged.
- iv. Minimum scheme cost eligible for support is set at £50,000.
- v. Financial assistance to any scheme is restricted to 25% of available fund resources.

It must be said however that since its inception the fund has supported projects that did not meet all the above criteria.

### **5.1 CURRENT POSITION**

5.1.1 Some 49 schemes have been supported to date to the value of approx. £8.2m by the Development Fund.

5.1.2 Based on the approvals to date, there is £750k available for new projects. This sum will rise to £754k in 2023/24 and £1.75m in 2024/25 when future repayments to the fund are made.

5.1.3 In 2016/17 a transfer from the Insurance Earmarked Reserve was made to support Development Fund applications at that time. To ensure that we could deliver on those applications there was an opportunity to make use of resources that were contained within the Insurance Earmarked Reserve and held for long term potential liabilities and therefore Members approved the short-term use of those resources to buffer the Development Fund.

5.1.4 It is felt that to continue to optimise Development Fund opportunities, this repayment can be deferred to a future date which allows funds to be made available for applications. It is therefore recommended that the repayment of £500k to the Insurance Reserve be deferred until 2024/25.

## 5.2 NEW APPLICATIONS

5.2.1 An application has been received from the Communities Department for funding for a new themed miniature golf course, generating increased income and increased footfall to the other facilities on the site.

### 5.2.2 Scheme Costs and Fund Repayments

Against a cost of £150,000, repayment is £37,500 per annum over four years, to be met through increased income. The proposed ticket prices are £6 per adult and £5 per child with a family ticket priced at £20.

Based on an average price per person of £5.50 and forecast visitor numbers, year 1 income is projected at £69k, year 2 at £72k and year 3 at £76k, with minimal additional operating costs.

### 5.2.3 Scheme Benefits

- The Pendine Attractor Site has a state-of-the-art Museum of Speed and a 14 room Eco Hostel with a food and beverage facility. The proposal will see 50% of the sand court currently earmarked for volleyball converted into a miniature golf course offering an additional activity for all visitors to the attractor site and nearby Parkdean Resort.
- The mini-golf facility will also help grow the team building and birthday party offering, combining the new restaurant, conference facilities and activity in the afternoon.
- The museum and food & beverage facility will attract more visitors and the footfall to the whole of Pendine should grow.

## 6. OTHER OPTIONS AVAILABLE

To keep the whole sand court area as a beach volleyball facility. This option is free to visitors thereby not generating any income and is not necessarily an option for all visitors to the site.

## 7. COMMUNITY STRATEGY INTEGRATION TOOL

Not applicable

## 8. IMPLICATIONS:

### FINANCE

Based on the latest profile of spending, it is estimated that there is £750,000 available for new projects. The application is for £150,000, with the fund repayments of £37,500 per annum being made from savings on income generated.

The development of the attractor site benefitted from TAIS funding. While it is not anticipated that there would be any clawback of grant as the miniature golf proposal still delivers the outcomes of the TAIS grant for the sand sports area. However, if this did occur, the projections of forecast income are such that they would still meet the 4 year payback requirement.

**STAFFING**

No issues as existing staff within the Hostel will administer the bookings.

**9. FEEDBACK FROM CONSULTATIONS UNDERTAKEN**

As part of the proposal, it has been investigated as to how popular mini golf is across the UK. It is anticipated that the success of mini golf at Pembrey will be replicated at Pendine.

**10. LIST OF BACKGROUND PAPERS USED IN THE PREPARATION OF THE REPORT**

Title of Document	File Ref No.	Where available for public inspection
Development Fund Application		County Hall, Carmarthen.

## Cabinet 3<sup>rd</sup> July 2023

### BURRY PORT PLACEMAKING PLAN

**Purpose:** To provide Cabinet with an overview of the Burry Port Placemaking Plan

#### Recommendations / key decisions required:

To consider the information contained in the report and approve the projects within the Placemaking Plan.

#### Reasons:

- To allow the Placemaking Plan to be presented to key stakeholders in Burry Port
- To enable the delivery of identified projects through the Shared Prosperity Fund – Tackling Towns. UK Government funds which are being administered by Carmarthenshire County Council.
- To facilitate the progression of projects within the Placemaking plan alongside the aims and objectives of the Llanelli Waterside Joint Venture

Cabinet Decision Required                      YES      03.07.23

Council Decision Required                      NO

**CABINET MEMBER PORTFOLIO HOLDER:-** Councillor Gareth John. Cabinet Member for Regeneration, Leisure, Culture and Tourism

Directorate: Regeneration	Designations:	Email addresses:
Name of Head of Service: Jason Jones	Head of Regeneration	<a href="mailto:JaJones@carmarthenshire.gov.uk">JaJones@carmarthenshire.gov.uk</a>
Report Author: Tessa Bufton	Town Centre Regeneration Manager	<a href="mailto:TBufton@carmarthenshire.gov.uk">TBufton@carmarthenshire.gov.uk</a>

**EXECUTIVE SUMMARY**  
**CABINET**  
**3<sup>RD</sup> JULY 2023**

**1. SUMMARY OF PURPOSE OF REPORT.**

To complement the Ten Towns Growth Plans and Covid-19 recovery plans for the Primary towns, Carmarthenshire County Council have developed a Placemaking Plan for Burry Port. The report is appended for information and consideration.

The publication of the Placemaking Plan for Burry Port will bring it in line with the other primary and secondary towns across the county. It should be noted that the plan reflects the position as at May 2022. The plan is sufficiently flexible to reflect possible changing needs and requirements of the town and can be revised periodically by the town team.

The plan has been developed with key stakeholders in the area to identify opportunities which aligned the recovery proposals for the town centre with the regeneration aspirations of the harbourside area. Ensuring Burry Port is best placed to maximise the impact of planned regeneration activity in the local area.

The themes that emerged from the recovery plan will guide and support future funding applications.

The aim of the Placemaking Plan is to:

- Grow existing business
- Maximising job creation
- Support the development of a knowledge economy
- Develop distinctiveness of the area
- Identify current and future role of service provision in the community
- Support opportunities for sustainable energy provision
- Establish sustainable income generation for future growth
- Increase resilience, sustainability and future growth of the town and surrounding feeder communities

Projects will be delivered in partnership with key stakeholders and is dependent on securing resources to deliver projects. We will therefore seek to find funding opportunities where available to assist in project delivery.

**Stakeholder engagement**

When producing the Placemaking Plan, face to face meetings were held, and virtual engagement sessions with key stakeholders within the community, these included:

- Friends of Burry Port Harbour
- The Marine Group
- Pembrey and Burry Port Town Council
- Local Members
- RNLI
- Local businesses



Their input into the sessions helped identify Placemaking Project Opportunities in the area which would help deliver on the aspirations for Burry Port.

## **Placemaking Plan - Project Opportunities**

15 Placemaking Projects were identified through the process. These are:

- 1. Station Road/Stepney Road enhancements** – to reinvigorate the commercial centre of town to support existing businesses and encourage new enterprises and attract more visitors
- 2. Town Centre Gateways** – To define and frame the town centre by creating enhanced ‘spaces’ at key points of entry
- 3. Railway bridge improvements** – Create an attractive and accessible gateway to the town centre that welcomes visitors
- 4. Town approach from Ashburnham roundabout** – Create a safer and more comfortable, attractive, and welcoming approach to the town centre from the south
- 5. Route and wayfinding improvements to south of station footbridge** – Create a more legible, comfortable, and attractive route to the south of the station footbridge
- 6. Ashburnham Road area redevelopment** – To reimagine the area located at the centre of the town between the two main points of entry
- 7. Pembrey and Burry Port Train Station** – Create a memorable sense of arrival for visitors
- 8. Ashburnham Road/B4311 Gateway** – Create a sense of arrival for visitors approaching via the B4311
- 9. Marina Fields** – Support the greater use of the current events area
- 10. Vacant Site** - Opportunities for residential development
- 11. Co-op building** - To create additional space for small town centre businesses, community enterprise and services
- 12. Relocated co-op store** – Ensure the new store integrates with town centre
- 13. Llanelli Waterside Joint Venture site 7** - To ensure the development of the site integrates with area
- 14. Cycling infrastructure** – Significantly improve the cycling infrastructure available to reflect the destinations role as a key point of entry on to the coastal path

**15. Wayfinding and signage** – A signage and information strategy connection points of arrival with key destinations to encourage movement.

**Next Steps**

Subject to Cabinet approval of the plan, officers will convene a meeting of key stakeholders in Burry Port to present the final plan and seek to form a group to take the plan forward, taking advantage, wherever possible, of complementary opportunities under the Shared Prosperity Fund, Tackling Towns Project under the Place Anchor. UK Government funds which are being administered by Carmarthenshire County Council.

**Other Options**

To not take forward the Placemaking Plan which will hinder the regeneration aspirations for Burry Port, leaving it without a plan for the town. The lack of a placemaking plan could put the town at a disadvantage when seeking funding to take forward regeneration projects in the town.

**Recommendation**

It is recommended that Cabinet endorses the Burry Port Placemaking Plan

<b>DETAILED REPORT ATTACHED?</b>	<b>YES</b>
----------------------------------	------------

**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: Jason Jones Head of Regeneration**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>

**Policy, Crime & Disorder and Equalities**

The Placemaking Plan for Burry Port considers our existing strategies and plans including the Economic Recovery and Delivery Plan. The plan is aligned to the 7 Well-being goals and the 5 ways of working of the Well-being of Future Generations Act and considers the Socio-Economic Duty of Carmarthenshire County Council.



## Finance

Projects taken forward through the Placemaking Plan will need to access relevant funding streams to realise the schemes. We will work with key stakeholders to identify and secure funding where possible. Some funding has been secured via the Shared Prosperity Fund to enable delivery of some projects in the town. Finance is also secured for a staff resource to assist in project delivery and is fully funded through the shared prosperity fund.

## Staffing Implications

Support will be provided by the Economic Development team to engage with Stakeholders. An SPF officer will be appointed to assist in delivering some of the projects within the Placemaking Plan via Tackling Towns.

# CONSULTATIONS

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

Signed: Jason Jones

Head of Regeneration

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

1. Scrutiny Committee request for pre-determination	Yes
Scrutiny Committee	Communities, Homes and Regeneration
Date the report was considered:-	15 <sup>th</sup> May 2023
Scrutiny Committee Outcome/Recommendations:- <b>UNANIMOUSLY RESOLVED that the report be received.</b>	

## 2. Local Member(s)

Local Members were given an opportunity to feed into the original consultation on the development of the Placemaking Plan. Cllr John James and Cllr Shelly Godfrey-Coles and have been updated and are supportive of the proposals.

## 3. Community / Town Council

Town and community councils attended the online consultation events for the Placemaking Plan.

## 4. Relevant Partners

Various stakeholders were given an opportunity to input into the development of the Placemaking Plan.

## 5. Staff Side Representatives and other Organisations N/A

<b>CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED</b>  YES	<b>Include any observations here</b>  Report noted
--	--

**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
Burry Port Placemaking Plan	N/A	Appended to the report

# Burry Port Town Centre Placemaking Plan



# Table of Contents

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**ELEMENT**  
URBANISM

# 1 Purpose

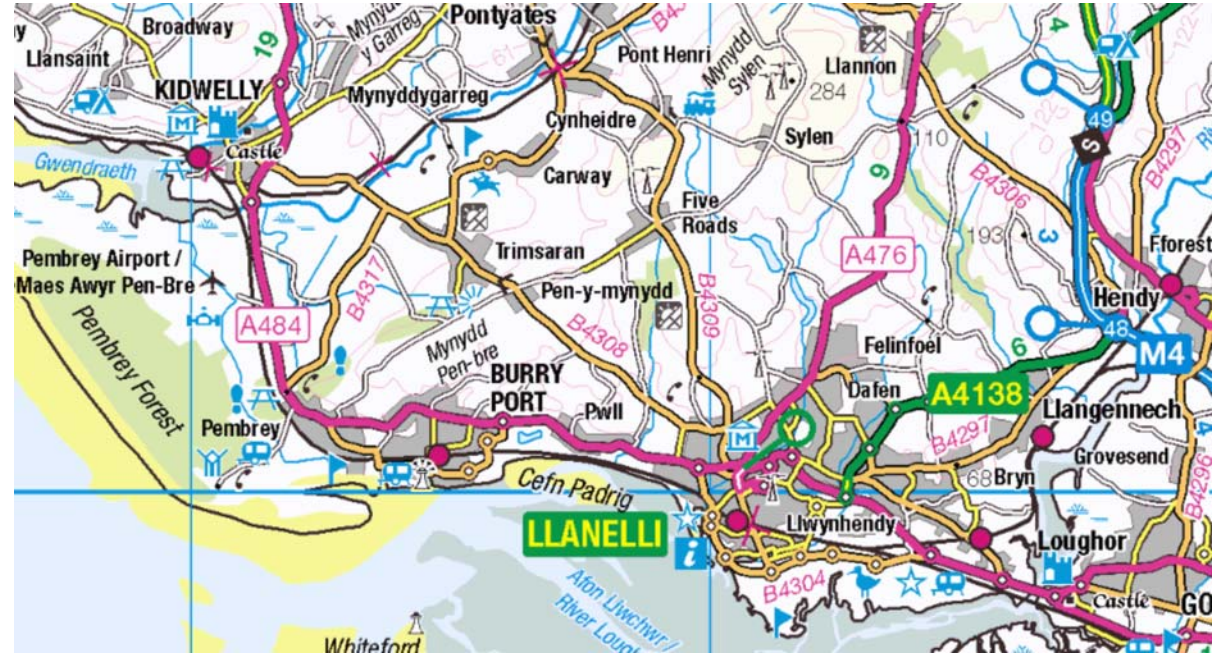
This placemaking plan has been commissioned for Burry Port town centre by Carmarthenshire County Council (Carmarthenshire CC) in response to several ambitious regeneration schemes in the area including the harbourside regeneration. The purpose is to identify opportunities which will strengthen the recovery of the town centre alongside the wider growth and regeneration aspirations for Burry Port.

The plan has been prepared with the contributions of local businesses and stakeholders. They have identified the key issues, opportunities and new ideas for recovery and growth of the town centre. The Plan will support future economic well-being of the community, guide and support future funding applications.

The aim of the Placemaking Plan is to:

- Grow existing business
- Maximise job creation
- Support the development of a knowledge economy
- Develop distinctiveness of the area
- Identify current and future role of service provision in the community
- Support opportunities for sustainable energy provision
- Establish sustainable income generation for future growth
- Increase resilience, sustainability and future growth of the town and surrounding feeder communities

Figure 1 - Burry Port location context (Ordnance Survey)

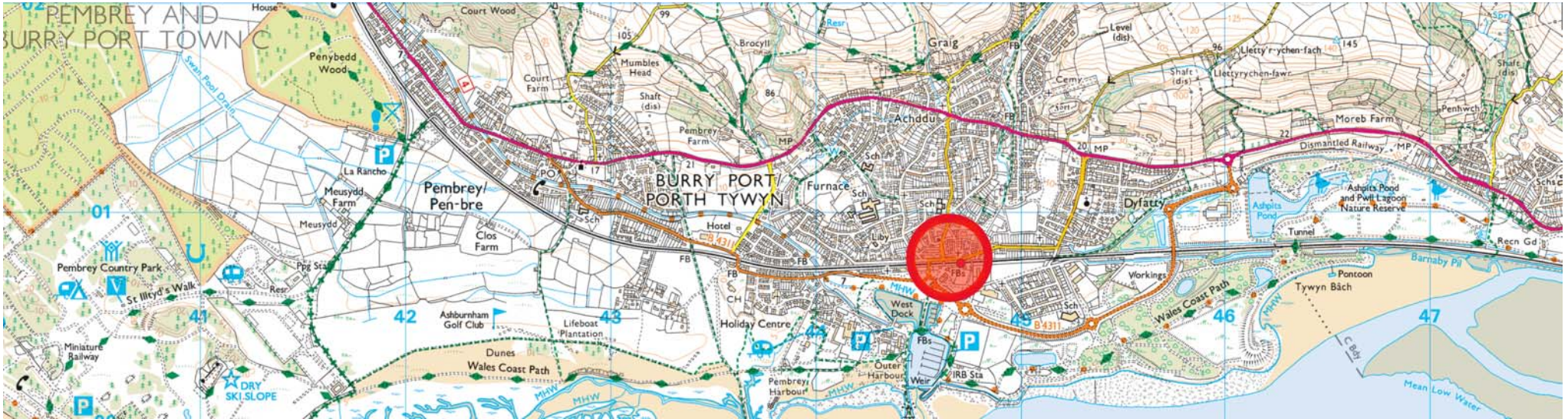




## 2 Introducing Burry Port

### 2.0 Context

Figure 2 – Burry Port town centre context (Ordnance Survey)

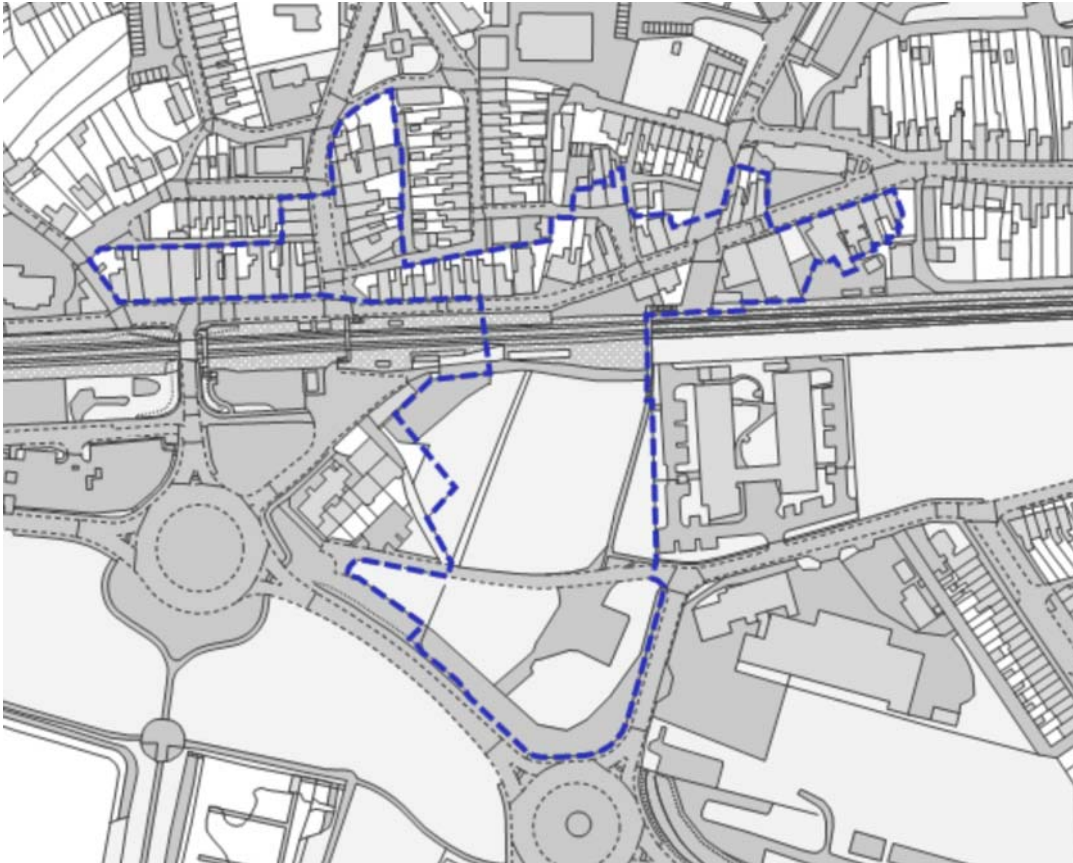


The A484 is the key route connecting Burry Port with Llanelli and the M4 to the east and Carmarthen to the west. The town centre train station has direct links with west Wales, Swansea, Cardiff, Manchester and London.

Historically, the town has grown around industry associated with the harbour which once facilitated the movement of coal from the Gwendraeth Valley. The industrial activity within the town has largely disappeared and the harbour now serves as a marina for small leisure craft as part of a network across west Wales. The Millennium Coastal Park and Path provides strong links to Pembrey Country Park and Cefn Sidan Sands to the west and Llanelli to the east.

## 2.1 Town centre

Figure 3 - Town Centre study core area



The defined<sup>1</sup> town centre boundary for Burry Port covers the local retail area incorporating a mix of convenience and comparison retailers. However, the focus of this plan also includes various sites and features located around the edge with an influence upon the future direction of the centre.

The plan area is divided into two distinct parts by the railway line, to the north is the traditional commercial centre along Station Road. To the south of the railway line the area is characterised by infrastructure (parking, public toilets), open green spaces and future development sites for mixed use retail development.

## 3 Location & place

### 3.0 Strategic regeneration & development

Burry Port forms part of the cluster of settlements along the Llanelli coastline with a strong growth-related and regeneration focus. The National Plan identified Llanelli specifically as a 'national growth area' and the focus for development with Burry Port providing a service centre and a component in the delivery of new homes and jobs. In contrast with the wider urban and post-industrial character, the Burry Port area is set within an attractive coastline and rural backdrop. The town has impressive views of the Gower Peninsula and Carmarthen Bay. The tourism attractions include the Millennium Coastal Path and nearby Pembrey Country Park along its southern coastline.

### 3.1 Burry Port Masterplan

Burry Port Harbour is one of Carmarthenshire's strategic regeneration areas supported by the Llanelli Waterside Joint Venture between Carmarthenshire County Council and Welsh Government. Investment has already been made in infrastructure and transport to make the area more accessible and to strengthen the link between the Millennium Coastal Path and town centre. The area includes completed projects including the new RNLI building and Parc Y Tywyn School developments.

Figure 4 - Masterplan Sites (Source Carmarthenshire CC)



The masterplan of the area provides diverse development opportunities for commercial, retail, leisure and tourism, alongside new residential units. Recent and future developments opportunities include:

- Enterprise Village - employment space with an element of live work units and possible marine related uses to support and promote harbour activity.
- Commercial Leisure Site - 2.8 acres of land for a mixed-use development scheme incorporating circa 5,000 sq m of retail, hotel, pub/restaurant and residential uses providing an active frontage across the marina.
- Food Store Site - 3.8 acres of land with potential for retail or other uses based on need. The site is located within close proximity to the town centre and benefits from good public transport and road links.
- Former Grillo site – the site of a Zinc Oxide factory owned by Grillo that was demolished in 2007 suitable for 230 homes and up to 465 sqm of retail and leisure floorspace (A1, A3 and D1 uses)

## 3.2 Burry Port Marina

Burry Port Marina offers 450 berths, enabling year-round cruising along the beautiful coastline. The marina is managed by The Marine Group and as part of the wider masterplan for the harbour, and a programme of improvements to upgrade the marina include:

- Capital investment in boat lifting equipment
- Rolling dredging programme
- Upgrade works to facilities
- The addition of diesel fuelling facilities
- Maintenance and upgrade of pontoons

In addition to this, a new marina office, shower/toilet facilities and start up workspace are under construction within the former RNLI building. After years of decline, the marina is expected to be fully watered and attracting new activity by Spring 2022, with the new births generating major opportunities for local spend and strengthening Burry Port as a destination.

A regenerated marina provides Burry Port with a strategic position to capture growth in sailing and marina activity, recreational fishing and servicing offshore industry such as energy. Planned investment in commercial leisure facilities around the harbour are essential for supporting growth and improving the level of attraction. The vision includes seasonal accommodation e.g., floating accommodation and camping/campervan areas and a year-round events calendar – e.g. regattas, music, and food events.

The main challenge for Burry Port town centre is to ensure its attraction and the quality of the overall offer is strong enough to maximise opportunities arising from the growth and development of the marina area.

## 4 Movement

### 4.0 Train & buses

Burry Port and Pembrey train station runs hourly services on the South Wales Main Line towards Carmarthen and Fishguard (westbound) and Manchester and London (eastbound). The station is a prominent feature and visitor gateway for Burry Port with a pivotal position and influence on the adjacent shopping area.

The railway line effectively divides the town centre from the harbour and coastline, with one of the biggest issues being the lack of convenient walking and cycling connections between both areas.

The stations proximity to the scenic walking and cycling paths and Pembrey Country Park means the town centre is an ideal starting/finishing point for visitors

The free parking areas, bus services, cycle hire and toilet facilities positioned around the station have created a cohesive transport 'hub'. The XII bus service connects with Carmarthen and Kidwelly to the north, and Llanelli and Swansea to the east. The service (from Carmarthen to Swansea) begins at around 7:30am and the final eastbound bus to stop at Burry Port is at 6:30pm.

Community involvement in the station has been supported by the South West Wales Community Rail Partnership and encourages initiatives with support from Transport for Wales (TfW). The Burry Port and Pembrey station gardens have been maintained by the Cefn Sidan U3A and Burry Port Town Council as part of the station adoption scheme.

Identified improvements that would benefit the station have included:

- New 'welcome' signage to raise greater awareness / promotion of the station "Alight here for the town centre, harbour and gateway to the Wales Coastal Path".
- Additional seasonal planting and prominent floral displays
- Wayfinding signage directing people from the station to the town centre, harbour, and Coastal Path
- Cycle facilities – in addition to the cycle storage facilities available on the eastbound platform the area would benefit for more visible and public facilities located in the car park or town centre.
- CCTV – the station occasionally experiences incidents of anti-social behaviour

## 4.1 Walking & cycling

There are several physical and psychological barriers that have weakened the links between the town centre and marina. Combined, they have created an impression of distance that is much greater than the actual 5-minute journey.

Navigating on foot or cycle the two town centre footbridges are less than straightforward. One of the footbridges is a segregated metal 'cage' with an uninviting no-frills appearance. It allows direct pedestrian access either side of the railway line but does not allow cycling. Links towards the marina are confused because there is no direct linking pavement between the town centre, footbridge and crossing the B.4311 roundabout towards the coastline.

Figure 5 – Walking distances from town centre



A third, less obvious, pedestrian bridge is currently 'hidden' in a small car park at the eastern end of Station Road. The bridge is poorly maintained and managed with a build-up of rubbish beneath. The footpath immediately south crosses waste ground and leads to Glanmor Terrace with equally poor-quality access to the harbour.

Significant improvements are necessary to overcome the movement "barrier" of the railway, not only for pedestrians including families with pushchairs and young children, but those with accessibility needs and cyclist. Carmarthenshire CC have in the pipeline proposals for improved crossing facilities at the south side of the combined road footbridge. This is currently in the process of being designed for delivery later in 2022.

In terms of cycling, the flat coastal location, Millennium Coastal Path and National Cycle Network (Route 4) makes Burry Port the ideal destination for family and recreational cycling and active travel. Pembrey Country Park is located 4.5km from the town centre – a 15-minute cycle ride or 55-minute walk.

However, within the town centre there's a scarcity of infrastructure in support the cycling potential. Apart from cycle storage located on the station platform (only for rail users), there's no public cycle stands in the centre and no waymarking directing visitors to the Millennium Coastal Path and National Cycling Network. More encouraging is the Brompton Hire located in the main car park. This is a self-serve 24h bike hire for up to 30 days and is perfect for supporting visitors on long weekends away or commuting through the week. Cycles can be returned to the docks in Burry Port, Carmarthen, Llanelli or nationwide.

## 4.2 Parking

Users of the town centre have the option to park in a limited number of on street 1 hour parking bays at the west end of Station Road and along Stepney Street. The east of Station Road is much narrower and predominantly restricted parking (double yellow lines) which is a concern for the business located in this area and local observations suggest is frequently ignored.

There are several formal off street car parks conveniently located across the centre. Parking is free, although there are concerns locally that this might change in the future. Overall, for a town of its size the appears to be sufficient parking options.

**Table 1 – Town centre car parks**

Location	
<b>Seaview Terrace</b>	Free – Long stay
<b>Station Car Park</b>	Free
<b>Tramway Car park</b>	Free
<b>New Street Car Park</b>	Free

## 5 Public Realm

Burry Port's town centre has a long and linear form focused along the west-east alignment of Station Road with Stepney Road laterally connecting and providing additional retail frontage and access to other facilities.

This simple arrangement results in a highly legible town centre with the Station Road/Stepney Street junction acting as a natural centre point and shopping core immediately opposite one of the entrances to the train station. However, pedestrian connectivity is significantly undermined by the traffic dominated streets and barriers to pedestrian movement particularly eastwards along Station Road where the road narrows and the centre tapers out close to Bridge Street. In fact, the Station Road/New Street area feels distinctively secondary in nature, despite the location of some key businesses, and separate from the centre as a destination.

The compactness of the town centre has been compromised by the railway line that mirrors Station Road and presents a severe physical and perceptual barrier. The development of key facilities (public toilets, parking etc) to the south of the railway line and town centre further compounds the perception of severance.

The town centre has few eye-catching buildings, however Memorial Square positioned at the edge of the commercial centre is more impressive and provides an appealing mix of public space and civic buildings. With the exception of the small paved and seating area to the southern end of Stepney Road, there is no public space for people to dwell or for events to take place.

The Marina Fields provide alternative green spaces just south of the centre however, their attractiveness as a connected town centre destination is also compromised by the physical and perceptual barriers to pedestrian movement caused by the railway line and the disjointed routes across Ashburnham Road.



## 6 Identity

Burry Port is a harbour town which at the present time lacks the general public awareness of similar towns along the West Wales coastline. The absence of comprehensive visitor signage and a clear encouragement for visitors to explore Burry Port from the A484 contributes towards this lack of town profile. However, being relatively unknown also has its advantages with the self-branded tag - 'the best kept secret in West Wales'.

The town has its roots in heavy industry, and for decades the vast Carmarthen Bay power station dominated the coastline, it retains many aspects of its working town rawness and authenticity. However, in recent years the town has become a gateway to the Millennium Coastal Park and the post-industrial landscapes transformed into wetlands, woodlands, nature reserves, play areas, fishing lakes, visitor centres and a National Cycle Path. Today, the town is best known for its Marina and the landmark Burry Port Lighthouse, eight-mile-long beach and the wildlife and sea fishing of the Loughor Estuary.

Figure 6 - Impression of Burry Port



As well as the pride shown in the town's industrial heritage, which a series of information boards placed around the town help to enlighten, the town is also celebrated for being the place where Amelia Earhart landed after her record breaking 1928 flight across the Atlantic. The memorial is positioned close to the town centre and connects the story and trail with the coast. Also, near to the harbour is found the renowned Parsons Pickles factory where the finest pickles are made, as well as lava bread and cockles.

However, Burry Port feels like a place going through the process of reinvention. There are transformative regeneration proposals for the harbour area, and despite its glorious surroundings and popular visitor attractions, some of Burry Port are still not particularly pretty and can be improved. The town centre itself is small and independent but feel very traditional and functional with only a few attractions and meeting the day to day needs of the local community.

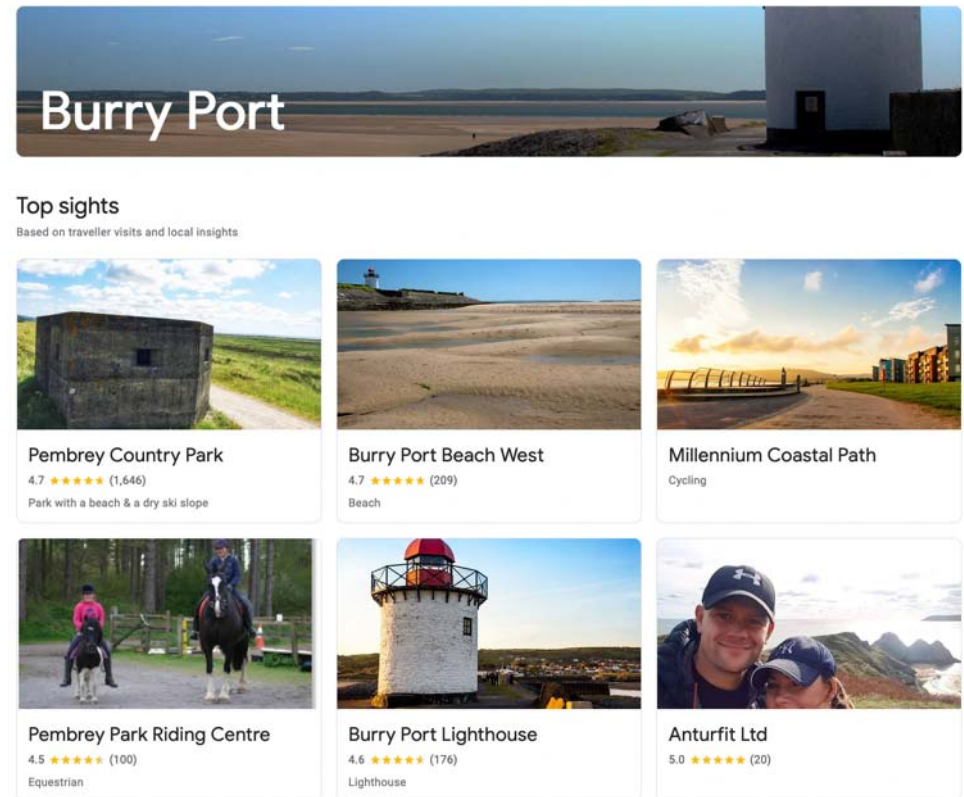
## 6.0 Online presence/identity

People's awareness of a place and what a town has to offer is now driven by its online presence. The town's online identity is closely aligned with nearby Pembrey and directed through third parties such as Discover Carmarthenshire and TripAdvisor. The combined Pembrey and Burry Port identity sometimes makes it harder to see the town's unique appeal and the reliance on third party websites means the town centre businesses and local organisations are not in full control of how the town is marketed as underlined by some of the content and businesses profiled on these web pages being out of date.

Aside from Wikipedia, there is a lack of a website that highlights Burry Port's current offer including shops, restaurants, events, and activities as well as any future developments. The Town Council website partially fulfils this

role, but it ranks lower in the search engine results (featuring on the second page) and justifiably has more of a local community focus. The most prominent Google Travel sights also reflect the combined Pembrey and Burry Port identity, which can make it harder to identify the key attractions of the town from a visitor's perspective.

Figure 7 - Google Travel top sights



Local shops, cafes, and restaurants do not feature prominently in search results, although Facebook is popular amongst local businesses, particularly the hospitality sector, including:

- Caffi Lofa – 3,022 likes
- Nik the Greek – 2,868 likes
- Cadno – 2,842 likes
- Carmarthenshire Coffee Company – 605 likes

However, this is not reflected across other social media platforms, such as Instagram or Twitter, or in search engine results; this suggests that town centre businesses could have a stronger online presence and form a larger part of Burry Port's online identity.

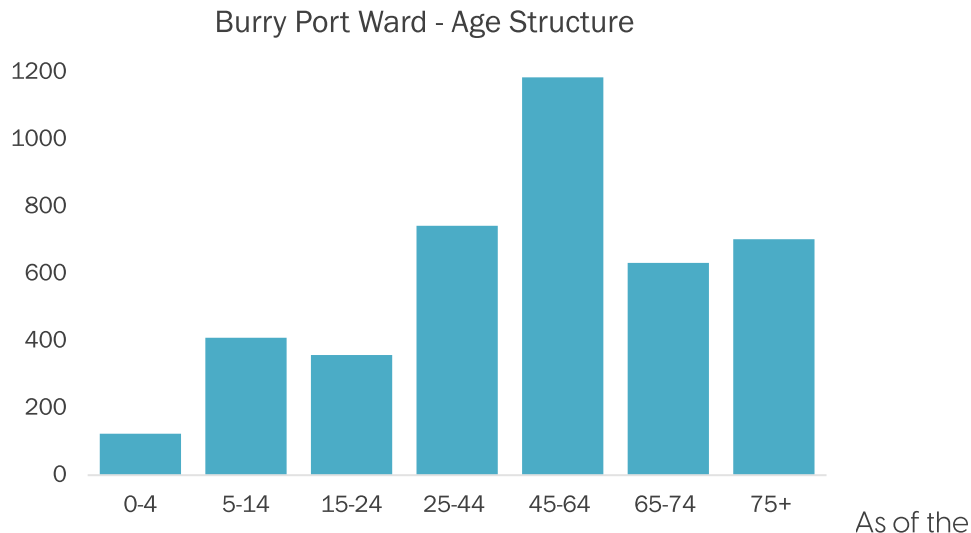
Burry Port has a mixed online presence, with generally positive representation alongside Pembrey but there is significant room for improvement – specially to promote the town's 'best kept secret' distinctiveness. A single unified website and a comprehensive social media presence for businesses and attractions would help achieve this providing a first port of call for residents and visitors.

# 7 People & community

## 7.0 Understanding the community

The ward of Burry Port has an estimated population of 4,154, of which nearly a third are aged 65+, this is significantly higher than the Carmarthenshire average of 24%. Burry Port's older population is also reflected in above average proportion of retirees between ages 16-74 (24%) compared with the Carmarthenshire average of 18%.

Figure 8 - Age syructure



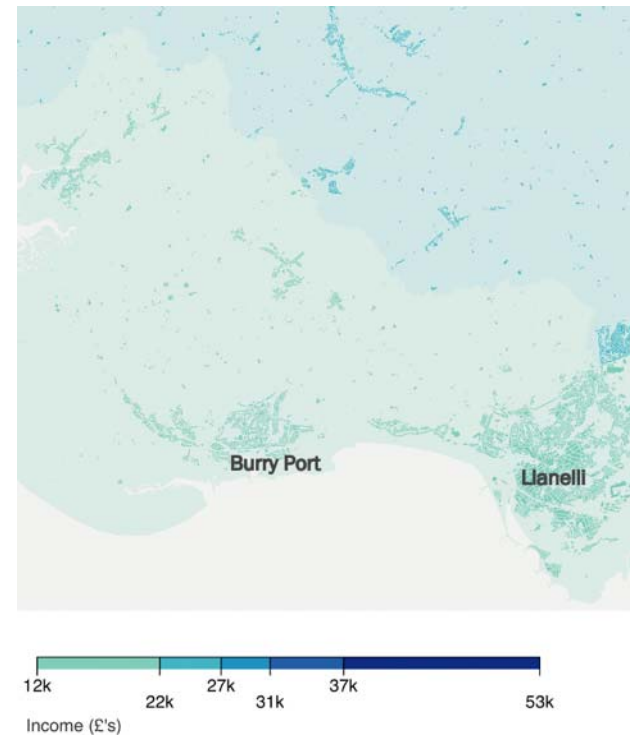
2011 census, 32% of the population can speak Welsh, which is more than 10% lower than the proportion of Carmarthenshire as a whole (44%).

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<sup>2</sup> Office for National Statistics

Household income data<sup>2</sup> estimates the average household income of Burry Port and Pembrey to be £24,300 – amongst the 10% lowest areas in England and Wales.

Figure 9 - Household income after housing costs in Burry Port and the surrounding area (ONS – 2018 data)



21% of the population aged 16-74 are in semi-routine occupations, such as shelf-stackers, care workers or farm workers and 5% are long-term unemployed or have never worked. Both are slightly higher than the Carmarthenshire average, whilst the proportion in higher managerial, administrative, and professional occupations is slightly below average.

The key issues for the town centre:

- Burry Port is an older than average community
- Low household income.
- Lower levels of economically activity
- People in employment tend to be in routine or semi-routine occupations.

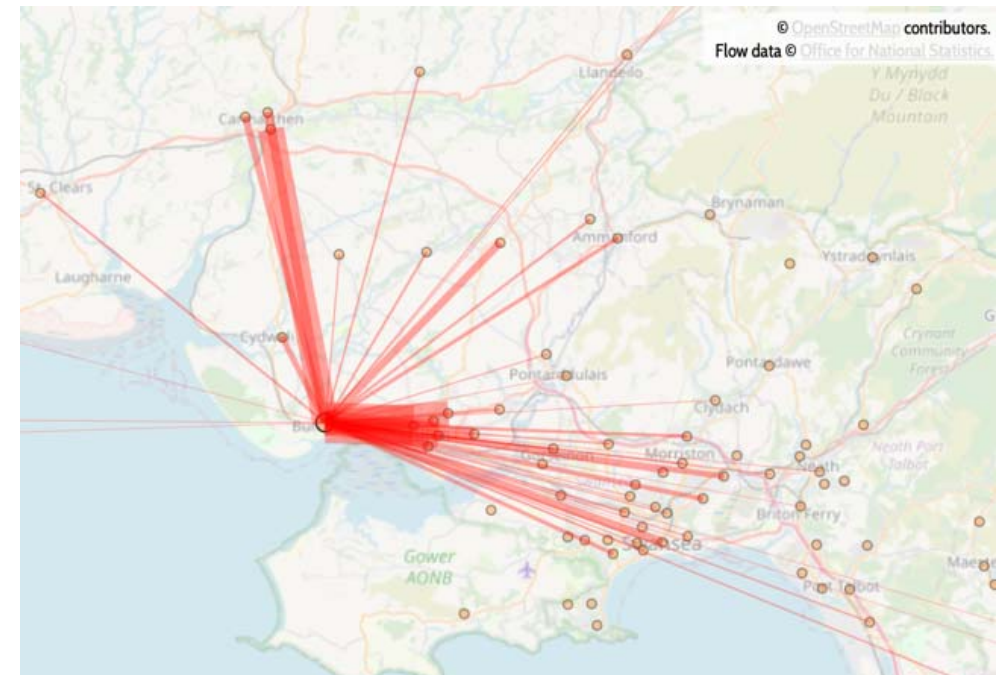
## 7.1 Where do people work?

Burry Port is categorised<sup>3</sup> as a Dependent to Interdependent, this is a place where residents on the whole travel longer distances to work and services and are reliant on neighbouring places for some activities and jobs, as is reflected in the travel to work data highlighted below.

Travel to work data shows that several hundred people both live and work in the Burry Port area; there is significant diversity in local employment, with jobs spread across a number of sectors.

There is no large local employer in Burry Port, however there are several small and medium sized enterprises (SMEs). Local employers include Amcanu (an industrial design and sheet metal fabricator), Whitfish (fish merchant), Celtic Couriers and The Marine Group (operator of the harbour).

Figure 10 - Map of commutes from Burry Port to the surrounding area (DataShine)



Based on Census data, a quarter of people in employment worked from home or within 5km of Burry Port, with 38% travelling 10km or further. This has likely changed since the pandemic but reflects the assessment of Burry Port which categorised the town as a residential coastal town (i.e., lower job density).

<sup>3</sup> Understanding Welsh Places

The travel to work data suggests that before the pandemic around 2,000 people regularly commuted from Burry Port to primarily work in the South West Wales region. The main places people travel to work outside of Burry Port are Swansea, Llanelli, and Carmarthen.

Key issues for the town centre:

- Low job density with resulting lower local spending
- Whilst commuter patterns are likely to remain, the restructuring of the labour market, particularly with the widespread introduction of work from home may create new opportunities.

## 7.2 Key stakeholders & organisations

The town benefits from several groups and key organisations with a strong interest in the future direction of the town centre. In addition to the two local Members of Carmarthenshire CC, the towns governance includes Pembrey and Burry Port Town Council and Officers. The Town Council has established a community partnership forum with several thematic groups including the local economy. Burry Port Business Group is for local business owners working together and 'putting Pembrey and Burry Port on the map'. Other important stakeholders include:

- Friends of Burry Port Harbour Group
- Events group
- TfW Transport for Wales
- Marine Group
- RNLI

### 7.3 Events & activities

Events in recent years have included the Pembrey and Burry Port Carnival, Burry Port Car Boot Sale, RNLI Burry Port Triathlon and a Christmas Market and Parade. Although local in scale and appeal, these events have been successful in attract a significant number of people to the town and are considered popular among residents.

The carnival and car boot sale, both organised by the Pembrey and Burry Port Carnival Committee, have been held on the Marina Field, which is located south of the town centre in a key position adjacent to the marina. The space was frequently used before the pandemic however it lacks facilities that would support a greater level of use and diversity of use such as performance shelters, water and electricity hook-ups etc.

Figure 11 -Burry Port Car boot Marina Field (Source Facebook)



## 8 Business & mix of uses

### 8.0 Diversity of uses

Burry Port town centre includes 81 business units, which are occupied by 36 businesses (and other organisations). Aside from residential, the dominant uses are hair and beauty, takeaways (including fish and chip shops), traditional pubs and restaurants. There's also small but diverse mix of specialist businesses with a bakery, butchers, pharmacy, post office supported by specialist women's clothing, and antiques shop.

Most businesses in the town centre are independents, with only Jenkins Bakery and the Co-op representing regional or national multiples.

Figure 12 -Town centre diversity





It is possible to buy all the essentials in the town centre from independents or the Co-op, and the centre is a place the local community rely upon for local and top up shopping. However, larger food and comparison-shopping take place mainly in Llanelli or other larger centres and retail parks nearby.

In addition to the range of businesses there's good range of community facilities and services further strengthening the variety of the town centre, including:

- Police station
- Health Centre and GP
- Institute and Memorial Hall (Pembrey and Burry Port Town Council)
- Memorial Park with various sports pitches and games areas

However, the library is located outside of the town centre within a nearby residential neighbourhood (0.2 miles or 5-minute walking distance). The opportunity exists to consider the benefits of relocating this service nearer to the public transport hub and commercial centre where footfall is greatest.

Figure 13 -Town centre uses

Use class of occupied units in Burry Port town centre

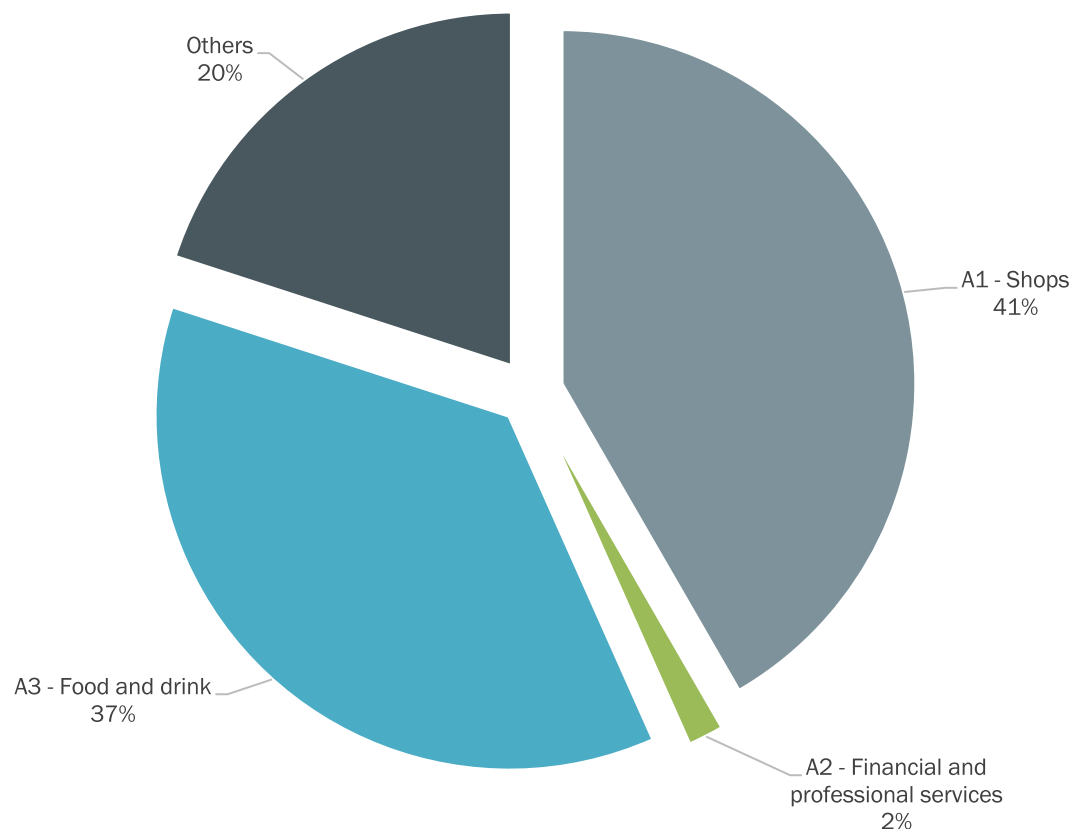
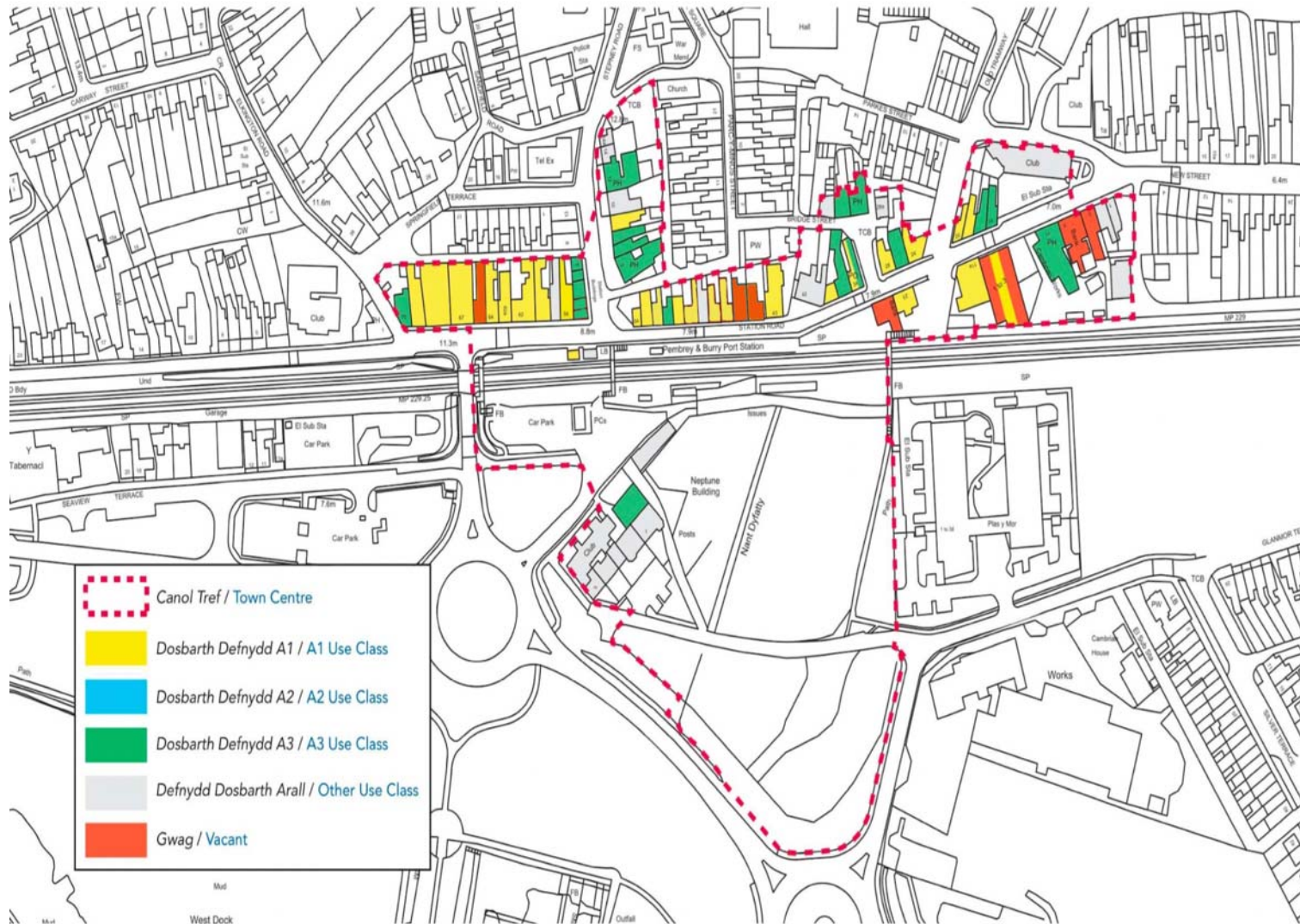


Figure 14 Town centre uses and vacancy



The changing character of the town centre in recent years has been a shift away from retail towards food and drink businesses. In 2017, 14 units were occupied by A3 (food and drink) which has increased to 22 units as of November 2021 – an increase of more than 50% in 4 years. Whilst the majority are considered as offering traditional quality there are some prominent ‘destination’ businesses including Caffi Lolfa Art Caffi catering for vegetarian, vegan and gluten free dishes.

The Ticket Office is a business positioned next to the train station providing tickets and travel information alongside a lowkey visitor information point. Other key services include two ATM cash machines located in the centre although no longer any banks. Public toilets located on the southern side of the train station provide important local conveniences for the centre.

## 8.1 Number of vacancy properties

As of November 2021, Burry Port town centre had a vacancy rate of 10% with 73 (of the 81 units) occupied. Sell 2 Vape and Ladbrokes have recently closed in the town centre. The vacancy rate has declined since 2017 (12%) although the pattern has changed with a greater concentration of empty units presently occurring along the eastern end of Station Road/New Street that appears to be an area in transition.

## 8.2 Town centre investment

The high proportion of independents, diverse range of businesses and low vacancy rate suggest that the town centre is in a healthy position. The Phoenix Italian and Carmarthenshire Coffee Company are recent openings and there are good levels of interest in available commercial property when they become available.

The growth of food and drink businesses in the town centre appears to be continuing with a new bar and a restaurant due to open in the centre in early 2022. This investment has the potential to help strengthen the centres evening economy. Discussions with stakeholders have identified a need for more high-quality dining, coffee, and retail establishments in the town centre to capture extra spend from visitors, particularly those attracted to the harbour as its commercial/leisure offer grows.

There are concerns that the centre needs to start catering more for the likely new wave of visitors and users of the harbour. It is important for the future of the town that the level of quality found in the centre and harbour area remain in balance including new opportunities for businesses to establish themselves particularly in the core area around Station Road/Stepney Road.

## 8.3 The Co-op

The town centre supermarket will relocate in 2022 to its new site located on Seaview Terrace. The 570sqm store includes a small amount on onsite car parking and is located a few minutes' walk from the existing store.

The relocation of the Co-op is an opportunity to strengthen the convenience offer of the centre, although it also creates a potentially significant and eye-catching empty property at the main entrance to the town centre. The Co-op will strip out the existing store before marketing and is unlikely to be available for alternative uses until at least 2023. The building is likely to require subdivision and modernisation to attract interest from smaller scale businesses. Creating the opportunity for new footfall generators in the town centre through a mixed-use regeneration of the building would help to counterbalance the loss of the Cop-op from the main shopping area.

## 9 SWOT & Analysis

The analysis of Burry Port town centre has identified the following key strengths, weaknesses, opportunities, and threats (SWOT). The purpose of the SWOT analysis is to find out what's working well, and what's not so good. It also looks at how the town might wish to grow, and how it might get there; as well as what might get in the way.

### Strengths



### Weaknesses



### Opportunities

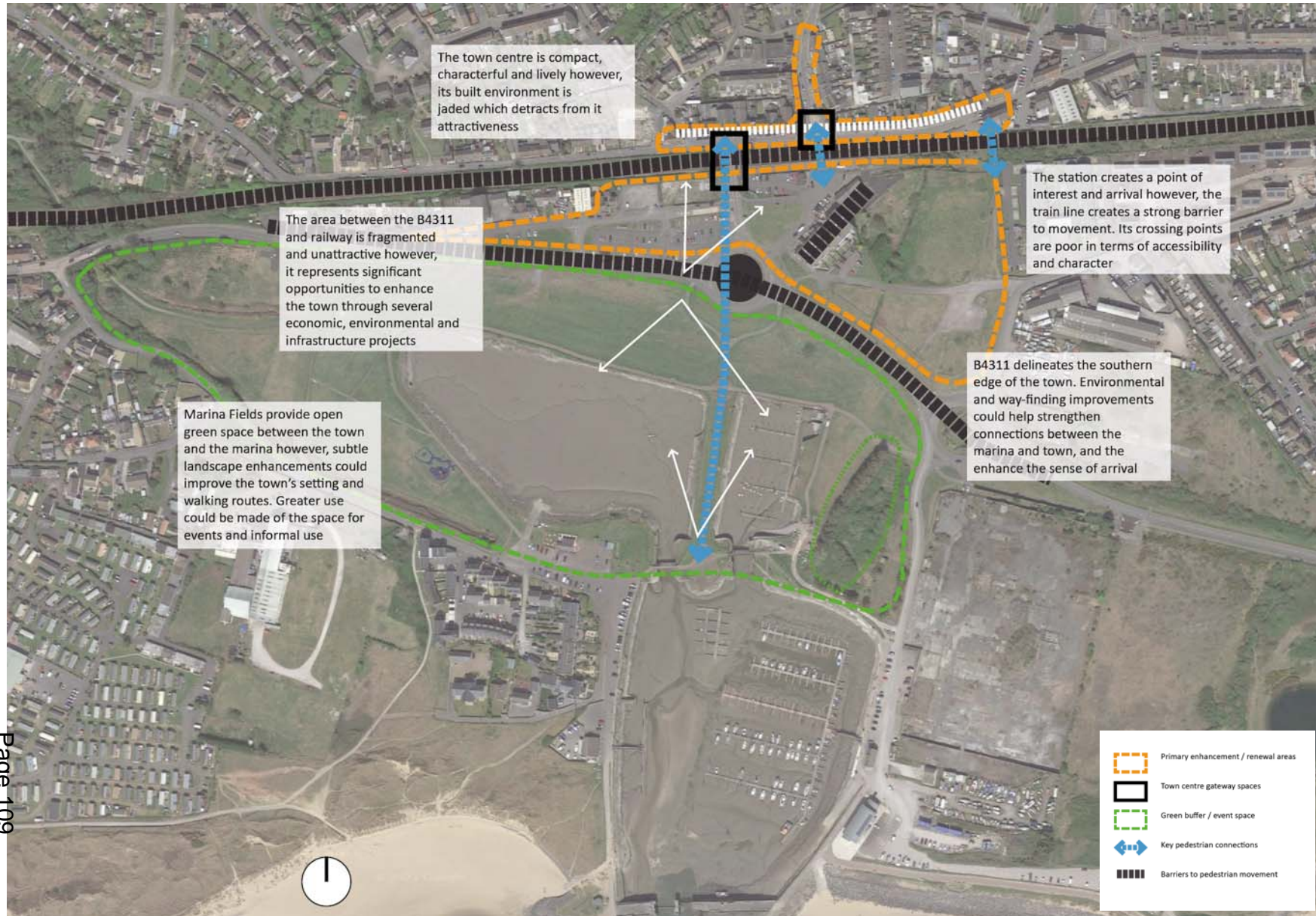


### Threats



## 9.0 Analysis drawing

Figure 15 – Analysis of town centre



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## 10 Key objectives & strategic moves

The transformation of Burry Port is taking place against a backdrop of a diverse range of development opportunities creating c300 new homes, commercial, retail, leisure and tourism in the harbour area. The potential exists for the whole town to grow and prosper from Burry Port's increasing profile as a high-quality place to live and destination for exploring the attractions of the South and West Wales coastline.

However, the town centre requires its own plan to ensure that it grows and develops in balance with the quality of experience that has been envisioned for the marina area. The following strategic objectives should help to achieve this goal:

1. Raise the profile and identity of Burry Port as a coastal town with an attractive centre, marina and coastline
2. Encourage the town centre to become more interesting and appealing mix of uses for local families and visitors
3. Encourage the growth of new leisure and retail uses in the centre
4. Improve the pedestrian and cycling connections between the town centre and the area south of the railway line including key transport facilities and the marina area
5. Public realm and building improvements that dramatically improve the visual appeal of the town and enhances the coastal character.
6. Green infrastructure improvements which add interest and scale to the landscape character.

### Identity

The town centres' identity and appeal should be founded on confidence in its role as a high quality and attractive working town. Focusing on the quality of its built environment, independent shopping and hospitality, heritage, culture and events will help create a better and more marketable image of the centre that corresponds with the harbour and coastal attractions.

The town centre already meets the day to day needs of the local community but needs to improve its quality and diversity to appeal to a wider range of people visiting the area. This should be achieved through a better environment and range of businesses and attractions.

The ability to intercept a greater number of visitors to the Millennium Coastal Park should be tackled through high quality signage positioned along the main movement routes as well as through a unifying and up-to-date online presence.

### Movement

The biggest issue is the lack of good connections and poor pedestrian and cycling experience between the town centre and the harbour area. The priority should be connecting points of arrival (train station, car parks, harbour and coastal path) and key destinations in a way that encourage movement and overcome both physical and perceptual barriers.

Improvements to the levels of cycling infrastructure could revolutionise how the town centre is accessed and used – and become part of its identity alongside cycling the Millennium Coastal Path.

## Mix of uses

This is important in terms of broadening the town centre's appeal in the best traditional of popular seaside towns. The centre would benefit from providing more attraction for families and more shops selling locally sourced gifts, clothes and leisure products for the growing visitor market. And more contemporary cafés and high-quality pubs/restaurants would encourage local residents and visitors mooring overnight in the marina to develop a night time economy.

Improvements that create new business spaces and encourages a greater diversity along the high street would responds to the healthy levels of commercial interest in the centre and encourage new business start-ups. The future re-use of the Co-op building should be the catalyst for several new enterprises as well as exploring the feasibility of relocating the library to the centre.

## Public Realm and buildings

Although the centre feels lively with customers and community activity, the quality of the public realm and many of the building frontages appear lacklustre and undistinguished

Prominent buildings along Station Road could be relatively quickly transformed through a coordinated enhancement scheme taking its inspiration from the genteel pastel-coloured properties found in many seaside towns and already evident in the harbour developments and Stepney Road.

However, there are limited opportunities for significant public realm alterations along Station Road and Stepney Street because of the width of the roads and traffic movement.

There are important points of arrival where targeted improvements should create significantly improved gateways including outside the current Co-op building opposite the uninviting 'cage' footbridge and road crossing as well as at the junction of Station Road/Stepney Road next to the train station platform.

The centre would also benefit from improvements at the train station driven by the station's importance as a gateway for the town centre, harbour and to the attractions along the Wales Coastal Park. Improvements include more prominent and impactful 'welcome' and wayfinding signage directing visitors towards the attractions of Burry Port. Additional seasonal planting and prominent floral displays would provide a 'wow factor' potentially intercepting more passengers passing through the centre.

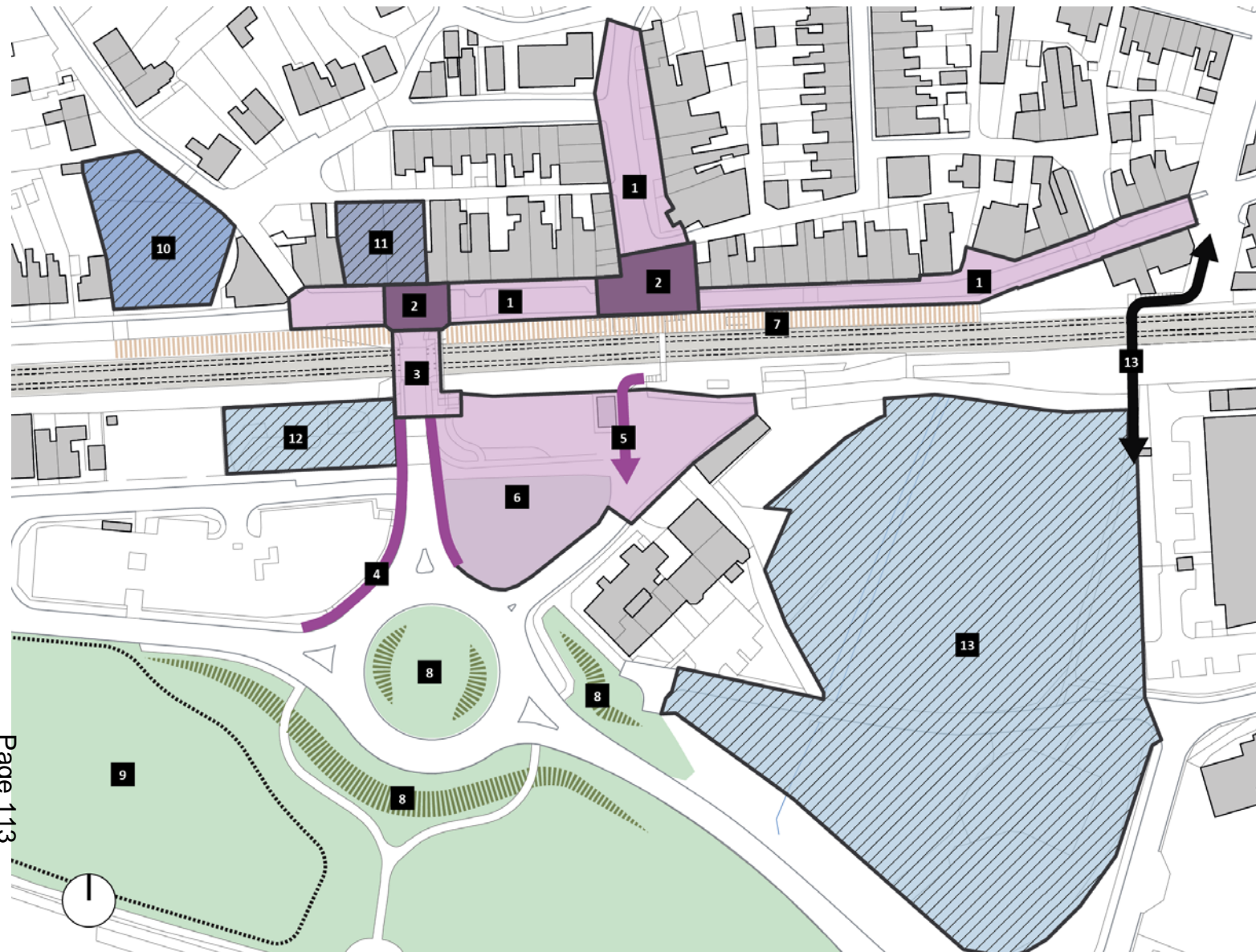
## Open Space events and activity

There are few opportunities to hold regular large scale outdoor event within the town centre without closing the roads. However, Marina Fields as the towns established outdoor events space provides significant scope for improved infrastructure to encourage the operation of future event and green infrastructure and information improvements to strengthen links with the town centre.



# 11 Placemaking Project Opportunities

Figure 16 - Opportunities



## KEY

1. Station Road / Stepney Road Enhancements
2. Town Centre Gateways
3. Railway Bridge Improvements
4. Town Approach from Ashburnham Roundabout
5. Route and Wayfinding Improvements to South of Station Footbridge
6. Ashburnham Road Area Redevelopment
7. Pembrey & Burry Port Station
8. Ashburnham Road / B4311 Gateway
9. Marina Fields
10. Vacant Site
11. Co-op building
12. Proposed site for relocated Co-op
13. Development Site and link
14. Cycling infrastructure
15. Wayfinding and signage

## Station Road / Stepney Road Enhancements

**Objective - To reinvigorate the commercial centre of the town to help support existing businesses, encourage new enterprises and attract more visitors.**

Station and Stepney Road represent a characterful and locally popular centre for the town. They benefit from the lively presence of numerous businesses and the daily activity associated with the station. However, the fabric of many of the buildings and much of the public realm is jaded and detracts from the personality and appeal of the centre.

Figure 17 - View Stepney Road



### Actions

1. Feasibility study to explore ideas for public realm and environmental improvement to Station Road and Stepney Road. Options and assessment of a range of improvements including:

- New paving materials and street furniture (and how they can be used consistently throughout the town to reinforce local identity)
- Street lighting that is appropriate to the character of the town centre
- Localised reduction or carriageway widths, shared-surfacing, reduced / controlled access for different vehicle users, rationalised parking arrangements, etc.
- Review of existing Traffic Regulation Orders (TROs)
- Opportunities for increasing the usable pedestrian space, outside seating and display areas for businesses
- Pavement licensing arrangements
- Street furniture and signage audit and proposals for the de-cluttering of the street environment
- 'Access for all' appraisal of options
- Strategy for engagement with local businesses, wider stakeholders and the public
- Cost appraisal
- Risk assessment
- Delivery timescale

In support of the feasibility study, undertake or commission the following:

- Topographical survey of the area
- Utilities, basement and radar surveys
- Liaison with statutory undertakers to understand potential future works in street
- Assessment of funding opportunities

2. Liaise with the building and business owners with properties fronting Station Road and Stepney Road to identify potential cosmetic improvements to buildings and commercial frontages. This could include:

- Painting of exterior walls: As most properties are rendered and some are already painted, the painting of all the frontages in a range of colours will dramatically improve the visual appeal of the town, reinforce its 'coastal' character and create a point of interest on approach from the train and marina.
- Maintenance and repair: An agreed programme of general maintenance
- Shopfronts and signage: a review of opportunities to enhance shopfronts including signwriting, extendable canopies, standards for window dressing, boundary treatments, display and seating areas

Figure 17 - Impression of Station Road



## 2. Town Centre Gateways

**Objective - To define and frame the town centre by creating enhanced 'spaces' at key points of entry – the railway bridge at the western end of Station Road and the junction of Stepney Road, Station Road and the railway station entrance.**

The two locations identified are particularly cramped in terms of pedestrian access – despite being points of entry, and are visually unremarkable or, in the case of the railway bridge, unattractive. There is also a lack of space in the town centre for informal activities and business use. The creation of new spaces, without compromising the highway requirements, will help address these issues and strengthen the identity of the town centre.

### Actions

1. Feasibility study to explore ideas for gateway spaces including options for:

- The localised reduction or carriageway widths, shared-surfacing, reduced / controlled access for different vehicle users, rationalised parking arrangements, etc. to create increased pedestrian/activity space
- Opportunities for seating and public art (for example a possible mural to the gable wall of 54 Station Road)

It is anticipated that this feasible study would be carried out at the same time as project 1 Station Road / Stepney Road Enhancements, and therefore share the same technical assessments listed above

### 3. Railway Bridge Improvements

**Objective -Create an attractive and accessible gateway to the town centre that welcomes visitors and positively reflects the character of the town.**

As the primary point of access into the town centre on approach from the south, the railway bridge is extremely unattractive and inadequate in terms of accessibility and user experience. As a minimum, the bridge requires a substantial overhaul to improve its function and appearance and should ideally be replaced with a superior design.

**Figure 18 - Existing unattractive approach to town centre**



Actions

This is an opportunity to enhance the bridge and that this may include a community based public art. Opportunities exist to incorporate improvements with proposed highway crossing proposals in development by Carmarthenshire CC. Notwithstanding, the aspiration for the bridge advocated by this study is as follows:

1. Feasibility study in liaison with Carmarthenshire CC, Transport for Wales and stakeholders to investigate two potential levels of intervention:

- 1 -The installation of a new footbridge which provides adequate width for users (including pedestrians, dismounted cyclists and people using wheelchairs, mobility scooters and prams) to comfortably pass in both directions. The design should complement the character of the townscape, be uncaged, lit and afford views towards the town and coast. The spaces either side of the bridge should also be substantially remodelled to allow easy and safe access.
- 2 - A substantial overhaul of the existing bridge including the removal of the cage, resurfacing, lighting and cosmetic improvements, together with substantial remodelling of the spaces either side of the bridge to allow easy and safe access and space for users to wait until the bridge is clear to use.

Both options should be coordinated with potential adjacent schemes as described for '2 Town Centre Gateways' and '4 Town Approach'. Also, for either option, the inclusion of cosmetic enhancements involving a community arts scheme would be welcomed.

## 4. Town Approach from Ashburnham Roundabout

**Objective - Create a safer and more comfortable, attractive and welcoming approach to the town centre from the south.**

As the primary point of access into the town centre on approach from the south, the route between the Ashburnham Road roundabout and the railway bridge is unattractive and inadequate in terms of accessibility and user experience. Improved pavements widths, crossings, boundary treatments and environmental improvements will help to provide a positive first impression.

**Figure 19 - Views Ashburnham Roundabout**



Actions

1. Feasibility study to explore ideas for public realm and environmental improvement to Station Road and Stepney Road.

Options and assessment of a range of improvements including:

New boundary treatment to the car park edge to the west of Ashburnham Road to replace the unattractive timber/metal rail and unmaintained green edge. This could instead be delineated by a low

wall faced with natural stone to create a tidy, attractive and low maintenance edge and help to screen the car park beyond

- New street lighting of a scale and design appropriate to the town centre setting. Lighting in the town centre should be consistent and should replace the utilitarian highways type lighting currently in place
- New paving materials and street furniture (used consistently throughout the town to reinforce local identity)
- Street furniture and signage audit and proposals for the de-cluttering of the street environment
- Improved pedestrian crossings
- 'Access for all' appraisal
- Strategy for engagement with local businesses, wider stakeholders and the public
- Cost appraisal
- Risk assessment
- Delivery timescale

## 5. Route and Wayfinding Improvements to South of Station Footbridge



**Objective - Create a more legible, comfortable and attractive route to the south of the Station footbridge in the vicinity of Ashburnham Road.**

As one of two main points of access into the town centre on approach from the south, the route south of the footbridge is confusing, unattractive and inadequate in terms of accessibility and user experience. A legible pedestrian route and improved use of the available space will help to provide a positive and more coherent first impression.

### Action

1. Feasibility study to explore ideas for improved pedestrian route, more efficient parking arrangement and associated environmental improvements. Options and assessment of a range of improvements including:

- A delineated and paved pedestrian route and crossings including access and space adjacent to the public convenience and connecting with the existing footway on Ashburnham Road
- Associated environmental improvements potentially including tree planting, lighting, signage and seating
- New paving materials and street furniture (used consistently throughout the town to reinforce local identity)
- Improved pedestrian crossing
- Reconfiguration of the existing parking layout to make more efficient and legible use of the available space

## 6. Ashburnham Road Area Redevelopment

**Objective - To reimagine this key area located at the centre of the town between the two main points of entry.**

This substantial area is currently fragmented, comprising an area of grass, footways and parking. It visually detracts from the character of the town, creating a negative first impression. This area, however, is highly accessible and could accommodate a viable economic use and/or useable green space, adding interest and vitality to the town centre – especially in coordination with other identified development opportunities to the south of the railway.

## Actions



1. Feasibility study including economic appraisal to explore a range of ideas and options for the redevelopment of the identified area. Assessment of options relating to two design approaches including:

- Built development including a range of land-uses that are complementary to the town centre and bring cohesion to the urban form and circulation routes, attractive high-quality architecture and improved external spaces
- Environmental improvements to create a useable green and hard-surfaced public space / gardens and improved circulation routes. This option could also include the ideas for a performance space / bandstand

## 7. Pembrey & Burry Port Station

Objective - Create a memorable sense of arrival for visitors arriving by train and an enhanced town centre environment.

Actions

1. Work with Transport for Wales, the Community Rail Partnership, Town Council and station volunteers to explore ideas for a range of environmental improvements to the station including:

- Planting: especially along boundary railings opposite the businesses on Station Road, comprising ornamental bedding displays typical of traditional train stations, to bring colour and texture to the town centre. The section immediately to the west of the road bridge should also be improved with maintained structural planting.
- Signage: Enhanced platform and wayfinding signage potentially incorporating a branding slogan or reference to the identity / attractions associated with the town

“Alight here for the Millennium Coastal Path, Burry Port Harbour, National Cycle Network, Pembrey Country Park”

Figure 20 - Examples of station signage





## 8. Ashburnham Road / B4311 Gateway

**Objective - Create a sense of arrival for visitors approaching via the B4311 and from the marina and Memorial Grounds.**

Actions

1. Feasibility study to develop planting enhancements to the soft areas surrounding and including the B4311 roundabout. This should seek to establish characterful structural planting, green and blue infrastructure, which adds interest and scale but does not obscure views or create a utilitarian landscape character. Instead, a scheme incorporating coastal species, including the Black Pine which help to define the character of the open space to the east of the marina.

## 9. Marina Fields

**Objective - Support the greater level of use of the current events area for both formal and informal uses, and help to unify activity held between the Marina and Town Centre**

Actions

1. Feasibility with Carmarthenshire CC, the Events Group and Marine Group to identify requirements to support a broader range of year-round activities.

- An assessment of current known activities and scoping for future events. It is anticipated that a range of facilities could be provided such as power and water supply stations, areas of hardstanding or reinforced grass, storage facilities for equipment, etc.

- Feasibility study for the implementation of a performance shelter/ event space including economic assessment and potential funding sources.
- Develop a programme of events and develop greater year-round use to increase visitor numbers and enhance the reputation of the town.

**Figure 21 – Views Marina Fields**



## 10. Vacant Site – Sea View Public House

Objective – the site has been identified as an important opportunity for new housing and uses near to the town centre. Planning permission has been granted for 10 dwellings although the site remains undeveloped. The vacant site, in its current state, has a negative impact on the quality of the town centre.

## 11. Co-op building

Objective – to create additional space for small town centre businesses, community enterprise and services.

Action

- Liaise with the Co-Op and their appointed Agents to help influence the options for this prominent town centre building. The current Co-op building is likely to become available for new uses during 2023/24
- Explore options to support with grants and other mechanisms the improvement and reconfiguration to create smaller business spaces appropriate in scale for the local market and encourages a greater diversity along the high street. The building has the potential to support several new businesses as well as exploring the feasibility of relocating the town library.

- Figure 22 – Co-op building



## 12. Seaview Terrace site for relocated Co-op

Objective – to ensure that the new store, completed by the end of 2022, integrates closely with the town centre through the range of proposals set out in the Plan that seek to improve active travel and movement.

## 13. Development Site

Objective – to ensure the sites future development and use integrates closely with the regeneration of the town centre through an appropriate masterplan, movement and linkage strategy.

### Action

- Prepare a site masterplan/development brief setting out key principles for any future development.
- Explore options for improving the attractiveness of the existing footbridge railway crossing connecting with the development site.

## 14. Cycling infrastructure

Objective – Significantly improve the levels of cycling infrastructure available in the town centre to reflect the destinations role as a key point of entry onto the Millennium Coastal Path and to enhance the areas cycling reputation.

### Action

- Explore as part of the public realm and movement improvements set out in this Plan the opportunity for eye-catching public cycle stands and pumps.
- Integrate ideas for new facilities with future Active Travel improvements

- Figure 23 – Eye-catching cycling infrastructure



## 15. Wayfinding and signage

Objective – a signage and information strategy connecting points of arrival (train station, car parks, harbour and coastal path) and key destinations in a way that encourage movement and overcomes both physical and perceptual barriers.

### Action

- A high-quality town map and signage positioned in the centre of the town
- Walking and cycling signage with distance markers between the centre and coastal destinations
- Town centre information directing visitor towards the Amelia Earhart memorial and other heritage features

## 12 Funding and delivery

In response to COVID-19, Carmarthenshire County Council has established underpinning resources to support the recovery and growth of town centres. Working with Welsh Government's Transforming Towns programme, and opportunities arising from the UK Government's Levelling Up and Future Prosperity Funds, a range of new initiatives and business support could be made available. This Plan forms an important basis for identifying the needs and the range of opportunities these new funds and resources could help to deliver, which include:

- Carmarthenshire County Council Business Grant Funds – opportunities for businesses to apply for direct support through, Transformational Commercial Property Development Fund, Business Start-Up Fund and Business Growth Fund.
- Town digital solutions – a series of initiatives to support businesses and communities to obtain faster and more reliable internet connectivity and application of digital SMART towns.
- Funding has been secured for local marketing/ distinctiveness including branded promotional material, prepared social media content for every town.
- Local energy plans - Carmarthenshire Energy Limited will support communities to identify and scope potential sites for new energy generation.
- Circular Economy - support with initiatives that grow manufacturers design products to be reusable and the reuse of materials.

### Delivery

The growth plan is for all the stakeholders of Burry Port and requires commitment and effort from local authorities, community organisations and businesses for the town is to be successful and deliver sustained prosperity. This Plan is necessary to provide a clear pathway for the prioritised actions over three levels of importance:

- Immediate - actioning of quick-win permanent or temporary schemes, to take advantage of available seed funding and current programmes.
- Short term - delivery within the next 2-3 years - priority transformational projects that may require feasibility studies, planning, funding, approvals before delivery.
- Strategic - Significant projects and strategies that may take several years to develop and will help guide the towns direction to be resilient and to respond to long term changes.

Table 2 – Action Plan

PROJECT	IMMEDIATE	SHORT	STRATEGIC
1. Station Road / Stepney Road Enhancements			█
2. Town Centre Gateways			█
3. Railway Bridge Improvements		█	
4. Town Approach from Ashburnham Roundabout		█	
5. Route and Wayfinding Improvements to South of Station Footbridge	█	█	
6. Ashburnham Road Area Redevelopment			█
7. Pembrey & Burry Port Station	█		
8. Ashburnham Road / B4311 Gateway			█
9. Marina Fields	█	█	
10. Vacant Site		█	█
11. Co-op building	█	█	
12. Proposed site for relocated Co-op	█		
13. Allocated Food Store Site	█		
14. Cycling infrastructure	█		
15. Wayfinding and signage	█		



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