

Policy Resources Scrutiny Committee Actions 2018-2019

Ref No	Meeting Date	Recommendation / Action / Referral	Description	Progress Update	Member / Officer	Status
P&R 020-17/18	21st March 2018	ACTION	CORPORATE ENFORCEMENT POLICY • A concern was expressed that the penalties in themselves were not high enough to be a deterrent. The Environmental Protection Manager stated that she could provide details of the number of fines issued. She agreed also to look into a suggestion that enforcement officers should be less visible and attired in plain clothes;	Update required	Sue Watts	Outstanding
P&R 001-18/19	14th June 2018	Recommendation	SICKNESS ABSENCE MONITORING REPORT - END OF YEAR 2017/18 UNANIMOUSLY RESOLVED 5.1 that that comparators be shown as percentages in future reports; 5.2 that arrangements be made for a further Member Development Session on Sickness Absence Monitoring with a view to members being apprised of the type of sickness data circulated to Departmental Management Teams.	The session has been arranged for 2nd October 2018..	Paul Thomas / Cheryl Reynolds	Completed
P&R 002 18/19	14th June 2018	ACTION	Carmarthenshire Public Services Board Annual Report 2016-17 The Corporate Policy and Partnership Manager agreed to circulate dates of future PSB meeting with a view to each member indicating their preference for attending as an observer. committee.	Dates circulated to Members	Gwyneth Ayers	Completed
P&R 003 18/19	19TH July 2018	ACTION	Draft - Carmarthenshire County Council's Annual Report 2017/18 The Economic Development Manager agreed to ascertain the number of apprenticeships, graduates etc taken on under the Work Ready Project	Information e mailed to Members 1/11/18	Helen Morgan	Completed
P&R 004 18/19	19TH July 2018	ACTION	Draft - Carmarthenshire County Council's Annual Report 2017/18 The Head of Homes and Safer Communities agreed to provided details of the fuel clubs	Details of fuel clubs have been provided.	Jonathan Morgan	Completed
P&R 005 18/19	19TH July 2018	ACTION	Draft - Carmarthenshire County Council's Annual Report 2017/18 Officers agreed to look into the possibility of arranging a seminar to update members on issues relating to Universal Credit and the Authority's Action Plan	Universal Credit Action Plan being considered by Council wide Anti-Poverty Group at end of September to confirm best way to communicate action plan to members	Jonathan Morgan	Completed

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P&R 006 18/19	19TH July 2018	ACTION	Draft - Carmarthenshire County Council's Annual Report 2017/18 Officers agreed to look at ways of ensuring that the Authority's Christmas Hamper service was not overwhelmed due to increased need;	Noted	Jonathan Morgan	Completed
P&R 007 18/19	19TH July 2018	ACTION	Draft - Carmarthenshire County Council's Annual Report 2017/18 The Head of Financial Services agreed to provide details of where the £54m budget reductions had been made over the last 5 years	information e mailed to members 5/10/18	Randall Hemingway	Completed
P&R 008 18/19	11th October 2018	ACTION	QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2018 TO 30TH JUNE 2018 The Head of Financial Services agreed to ascertain for how much longer the administration of Kaupthing Singer & Freidlander was likely to continue and also whether Carmarthenshire County Council had ever borrowed money from any other local authorities.	Following a court hearing in July, the term of the administration currently lasts until October 2021, however this is the fourth such extension, so there is the potential for further extensions which increases the chances of recovering monies.	Randall Hemingway	Completed
P&R 009 18/19	11th October 2018	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 • The Head of Financial Services, in response to a question, agreed to ascertain the full extent of the Environment Department's reserves;	Information e mailed to members 20/12/18	Randall Hemingway	Completed
P&R 010 18/19	11th October 2018	Recommendation	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 UNANIMOUSLY RESOLVED that those Scrutiny Committees which have projects/schemes within their remit which rely on Local Health Board contributions be urged to ensure that any outstanding contributions due from the Board are received.	E-mail sent to Scrutiny Chairs and Vice Chairs 31/10/18	Martin Davies	Completed
P&R 011 18/19	11th October 2018	ACTION	QUARTER 1 - 1ST APRIL TO 30TH JUNE 2018 DEPARTMENTAL PERFORMANCE MONITORING REPORT • The Economic Development Manager agreed to circulate statistics demonstrating Llanelli Hwb's contribution to tackling poverty	Update required	Helen Morgan	Outstanding

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P&R 012 18/19	11th October 2018	ACTION	QUARTER 1 - 1ST APRIL TO 30TH JUNE 2018 DEPARTMENTAL PERFORMANCE MONITORING REPORT • The Assistant Chief Executive [People Management Performance] agreed to ascertain from the Director of Environment the implications of a single strategic site for the delivery of depot provision;	Update required	Paul R. Thomas	Outstanding
P&R 013 18/19	11th October 2018	ACTION	QUARTER 1 - 1ST APRIL TO 30TH JUNE 2018 DEPARTMENTAL PERFORMANCE MONITORING REPORT • The Assistant Chief Executive [People Management Performance] agreed to ascertain whether the Authority had panels of the type used on Grenfell Tower on any of its buildings;	Update required	Paul R. Thomas	Outstanding
P&R 014 18/19	11th October 2018	ACTION	QUARTER 1 - 1ST APRIL TO 30TH JUNE 2018 DEPARTMENTAL PERFORMANCE MONITORING REPORT •The Corporate Policy and Partnership Officer advised that Councillors would be provided with information on where residents requiring assistance could be referred to for help following the introduction of universal credit.	Information e mailed to members 6/12/18	Gwyneth Ayers	Completed
P&R 015 18/19	11th October 2018	Recommendation	QUARTER 1 - 1ST APRIL TO 30TH JUNE 2018 DEPARTMENTAL PERFORMANCE MONITORING REPORT UNANIMOUSLY RESOLVED that update reports on asset transfer and agile working be included in the Committee's forward work programme.	Corporate Asset Management Plan and Office Accommodation Programme Update included in Forward Work Programme for 11th January 2019.	Jonathan Fearn	Completed

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P&R 016 18/19	11th October 2018	ACTION	COMPLAINTS & COMPLIMENTS ANNUAL REPORT 2017/18 • The Corporate Policy and Partnership Officer agreed to ascertain if there was a policy with regard to anonymous complaints and whether the Authority was charged for each complaint referred to the Ombudsman or whether the Authority paid an annual fee. She also agreed to provide information on the number of serial complainants	The Council Complaints procedure does include a provision for anonymous complaints, on page 4: "3.4 If an anonymous complaint is received or the customer is unwilling to provide his/her name and address, the details of the complaint must still be taken by the frontline member of staff or the Complaints Team. In the absence of the complainant's details it will not be possible to report back to them on the outcome of the investigation." No fee is paid by the Council to the Ombudsman. The Council does not define complainants as either serial, persistent or vexatious. The Council has a policy which takes account of 'Unreasonable actions by complainants'. The Policy can be found on the Council intranet There are no individuals currently subject to the provisions of this policy.	Gwyneth Ayers	Completed
P&R 017 18/19	11th October 2018	ACTION	COMPLAINTS & COMPLIMENTS ANNUAL REPORT 2017/18 • The Corporate Policy and Partnership Officer agreed to convey to the Contact Centre Manager concerns with regard to longer call-response times being experienced by some callers	Update required	Gwyneth Ayers / Deina Hockenhull	Outstanding
P&R 018 18/19	11th October 2018	ACTION	COMPLAINTS & COMPLIMENTS ANNUAL REPORT 2017/18 • The Corporate Policy and Partnership Officer agreed to explore the possibility of including, within the Annual report, complaints and compliments to 'providers' of services on behalf of the Authority, for example within the social care sector	Matter to be discussed with colleagues in Communities Department who manage.	Gwyneth Ayers	On-going
P&R 019 18/19	11th October 2018	ACTION	CARMARTHENSHIRE PUBLIC SERVICES BOARD (PSB) MINUTES - MAY AND JULY 2018 The Corporate Policy and Partnership Officer agreed to convey to the PSB a concern regarding the lack of detail provided by the Health Board with regard to the proposed hubs model for the delivery of health, social care and voluntary services	To be raised at January 2019 PSB meeting	Gwyneth Ayers	On-going

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P&R 020 18/19	5th December 2018	ACTION	SICKNESS ABSENCE MONITORING REPORT - HALF YEAR Q2 2018/19 • The Lead Business Partner [HR] agreed to provide a list of those primary schools which had not yet joined the Schools' Staff Absence Scheme [SSAS]	Information e mailed to members 20/12/18	Ann Clark	Completed
P&R 021 18/19	5th December 2018	DECISION	SICKNESS ABSENCE MONITORING REPORT - HALF YEAR Q2 2018/19 • that arrangements be made for a further Member Development Session on Sickness Absence Monitoring in the new year with a view to members being apprised of the developments taking place to help reduce sickness absence.	Update required	Paul R. Thomas	Outstanding
P&R 022 18/19	5th December 2018	ACTION	CHIEF EXECUTIVE'S DEPARTMENTAL BUSINESS PLAN 2019/2022 - The Corporate Policy and Partnership Manager noted a request for a physical copy of a plan indicating developments in the Llanelli including cycle paths and also agreed to convey to the appropriate officers a request for more local member representation on the Ammanford Town Taskforce	Matter raised with relevant officers and update will be provided at future scrutiny meeting	Gwyneth Ayers	Completed
P&R 023 18/19	5th December 2018	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 - • Officers acknowledged concerns over the fact that the figures reflected the position almost 4 months previously and agreed to look into the matter,	Noted	Randall Hemingway	Completed
P&R 024 18/19	11th January 2019	ACTION	REVENUE BUDGET STRATEGY CONSULTATION 2019/20 to 2021/22 - • The Head of Corporate Services agreed to ascertain whether Land Charges Unit reclaimed VAT on search fees	Update required	Chris Moore	Outstanding
P&R 025 18/19	11th January 2019	ACTION	REVENUE BUDGET STRATEGY CONSULTATION 2019/20 to 2021/22 • The Head of Corporate Services agreed, in future, to include in his report, relevant questions raised and responses given at the budget consultation sessions involving Councillors prior to Policy and Resources Scrutiny Committee	Noted for future reports	Chris Moore	Completed
P&R 026 18/19	11th January 2019	ACTION	FIVE YEAR CAPITAL PROGRAMME 2019/20 - 2023/24 - The Director of Corporate Services agreed to apprise the Committee members of any further developments regarding the Wellness Village via e mail	Report submitted to meeting on 6th February 2016	Chris Moore	Completed

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P&R 027 18/19	11th January 2019	RECOMMENDATION	FIVE YEAR CAPITAL PROGRAMME 2019/20 - 2023/24 - RESOLVED that an update report on the Wellness Village scheme be submitted to the next meeting.	Report submitted to meeting on 6th February 2016	Chris Moore	Completed
P&R 028 18/19	6th February 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 - Timings of submission of report to be looked at	Noted	Chris Moore	Completed
P&R 029 18/19	6th February 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 - The Director of Corporate Services agreed to ascertain the reason as to why the predicted increased income target for the provision of Operational compliance training within the Environment Department would not be achievable;	Update required	Chris Moore	Outstanding
P&R 030 18/19	6th February 2019	RECOMMENDATION	FORTHCOMING ITEMS - Latest PSB minutes to be submitted to next meeting [20th March 2018]	To be submitted to April meeting. PSB Minutes are not published until circulated and approved at the following meeting.	Gwyneth Ayers	Completed
P&R 031 18/19	6th February 2019	RECOMMENDATION	FORTHCOMING ITEMS - update report on the Wellness Village scheme be submitted to the next meeting. [20th March 2018]	Update submitted	Wendy Walters	Completed