

Policy Resources Scrutiny Committee Actions 2019-2020

Ref No	Meeting Date	Recommendation / Action / Referral	Description	Progress Update	Member / Officer	Status
P&R 033 18/19	20th March 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 - The Director of Corporate Services, in response to a query, agreed to circulate details of the managerial savings delivered across the Authority	information e mailed to Cttee 3/12/19	Chris Moore	Completed
P&R 034 18/19	20th March 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 - It was suggested that the fact that planning fees could not be increased to counter the income shortfall as they were set at National level should be referred to the appropriate Scrutiny Committee	Head of Planning has advised that the matter has been raised by Community Scrutiny Committee and it is aware that officers are looking at what can be done both at national level (there is a review of fees gong on) and at local level – discretionary fees will be taken through the decision process starting at end of May this year.	Martin Davies	Completed
P&R 035 18/19	20th March 2019	ACTION	QUARTER 3 - 1ST APRIL TO 31ST DECEMBER 2018 DEPARTMENTAL PERFORMANCE MONITORING REPORT - The Director of Corporate Services agreed to ascertain the extent to which local companies were being encouraged to bid for construction and waste contracts;	Update required	Chris Moore	Outstanding
P&R 036 18/19	26th April 2019	ACTION	CORPORATE STRATEGY 2018-23 DRAFT UPDATE JUNE 2019 • The Policy and Partnership Officer agreed to ascertain what could be done to ensure that historical welsh language place names which reflected local culture and history were not lost or replaced with English translations	information e mailed to members	Linos Evans	Completed
P&R 037 18/19	26th April 2019	ACTION	CORPORATE STRATEGY 2018-23 DRAFT UPDATE JUNE 2019 • The Policy and Partnership Officer agreed to provide details of the areas within the county being specifically targeted to promote the Welsh language	Information e mailed to Members	Llinos Evans	Completed
P&R 038 18/19	26th April 2019	ACTION	CORPORATE STRATEGY 2018-23 DRAFT UPDATE JUNE 2019 • Request for an updated map indicating the strength of the digital infrastructure in Carmarthenshire, particularly those areas with little or no coverage as this contributed indirectly towards rural poverty	Update required	Rob James	in progress
P&R 001 19/20	13th June 2019	ACTION	SICKNESS ABSENCE MONITORING REPORT - FULL YEAR/Q4 2018/19 -The Assistant Chief Executive [People Management] stated that he would raise the issue of the sending of out-of-hours e mails at CMT	An update has been prepared for P&R 2nd Dec	Paul R. Thomas	Completed

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P&R 002 19/20	13th June 2019	ACTION	SICKNESS ABSENCE MONITORING REPORT - FULL YEAR/Q4 2018/19 - • The Employee Wellbeing Manager agreed to extend invitations to attend Mental Health First Aid Training to elected members	Dates have now been given by the supplier and Invitations are ready to be sent out to members	Heidi Font	In progress
P&R 003 19/20	13th June 2019	ACTION	SICKNESS ABSENCE MONITORING REPORT - FULL YEAR/Q4 2018/19 - • Officers agreed to circulate a divisional profile including sickness absence data alongside other people management data such as overtime costs, agency costs etc where a Head of Service is invited to P&R Scrutiny to discuss sickness absence performance monitoring;	Noted	Paul R. Thomas	Completed
P&R 004 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 • The Head of ICT & Corporate Policy agreed to ascertain the current position with regard to the proposed Carmarthen Hwb	Discussions have been taking place with Communities to look at the feasibility of the Hwb being part of the new Oriel Myrddin development. After much discussion and changes by architects it has been agreed that this is not viable and therefore an alternative location must be found for the Hwb. Conversations have now restarted with property services and various locations within the town centre are being considered.	Noelwyn Daniel	Completed
P&R 005 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 the Corporate Policy and Partnership Manager agreed to ascertain whether there was any means of expanding the SHEP scheme within Carmarthenshire	Contact with relevant service established and looking into future options for delivery	Gwyneth Ayers	On-going
P&R 006 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 • The Head of ICT & Corporate Policy agreed to ask the Head of Leisure to ascertain the number of visitors to the County's museums and arts/theatre venues in 2018/19 compared with 2017/18	Figures e mailed to Members 2/9/19	Noelwyn Daniel / Ian Jones	Completed
P&R 007 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 • The Head of ICT & Corporate Policy agreed to ascertain from the Organisational Development Team the training offered via the Continuous Improvement network	The Continuous Improvement network send regular updates which includes information on any training / speakers they have coming up. Staff can subscribe to these updates. We do circulate information when something interesting comes up.	Noelwyn Daniel	Completed

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P&R 008 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 • The Head of ICT & Corporate Policy agreed to ascertain from the Head of Property the current situation regarding the sale of Nant y Ci and 5-7 Spilman Street, Carmarthen as the 'For Sale' signs appeared to have been removed;	UPDATES 21/11/19: 5-8 Spilman - Following the recent vacation of staff into 3 Spilman Street, the property has transferred into the Housing portfolio within the Communities Department . A residential development scheme is currently being designed. Nant Y Ci - Regeneration staff are due to relocate to County Hall before the end of the year. Discussions are ongoing with interested parties in relation to a sale or letting.	Noelwyn Daniel / Jason Jones	Completed
P&R 009 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 • The Head of ICT & Corporate Policy agreed to convey concerns regarding waste collection and fly-tipping in the Llanelli area to the Head of Waste & Environmental Services. Particular reference was made to bags which were labelled by refuse collectors and not collected only to be ripped open by foxes, seagulls etc	Concerns conveyed to Head of Waste and Environmental Services.	Noelwyn Daniel / Ainsley Williams	Completed
P&R 010 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 • The Head of ICT & Corporate Policy agreed to ascertain from the Electoral Services Division the latest position regarding the Parliamentary Boundary Review	This review is on hold because of Brexit.	Noelwyn Daniel / Amanda Bebb	Completed
P&R 011 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 The Head of ICT & Corporate Policy agreed to ask the Assistant Chief Executive to extend an invitation to members to visit the Occupational Health Unit	All P&R Members have been invited to visit the Occupational Health Unit	Noelwyn Daniel / Paul R. Thomas	Completed
P&R 012 19/20	18th July 2019	ACTION	DRAFT - CARMARTHENSHIRE COUNTY COUNCIL'S ANNUAL REPORT FOR 2018/19 the Head of Financial Services agreed to convey concerns regarding the possible acquisition of agricultural land by post-Brexit speculators to the internal Brexit group.	The Brexit working group has been apprised of the Committee's concerns. The group is currently dormant following the (most recent) extension to 31st March, but will be reconvened in the run up to 31st January.	Randal Hemingway	Completed
P&R 013 19/20	18th July 2019	ACTION	STRATEGIC EQUALITY PLAN ANNUAL REPORT 2018-19 The Policy and Partnership Officer agreed to convey to the Procurement section and the People Management division a comment that every effort should be taken to ensure that no Council supplier/contractor, or sub-contractor, should engage employees on zero hour contracts	Message conveyed to the appropriate Heads of Service	Gwyneth Ayers	Completed

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P&R 014 19/20	18th July 2019	ACTION	ANNUAL REPORT ON THE WELSH LANGUAGE 2018-19 The Policy and Partnership Officer agreed to convey to the Planning Section a reiterated concern regarding the loss of welsh place names and a query as to whether a firm policy in this regard could be developed	Actioned	Linos Evans	Completed
P&R 015 19/20	18th July 2019	ACTION	DIGITAL TRANSFORMATION STRATEGY AND DIGITAL TECHNOLOGY STRATEGY ANNUAL REPORT 2019 • The Head of ICT and Corporate Policy agreed to convey to the Education Department a concern regarding the inability of some pupils to undertake homework due to connectivity issues and to ascertain how this was being addressed by schools	This has been forwarded to the Education Department. There would be an expectation that the school handles such situations with sensitivity and concern. There is an action plan currently being put in place to address poor rural connectivity in Carmarthenshire. The Education Department will monitor such situations.	Noelwyn Daniel	Completed
P&R 016 19/20	18th July 2019	ACTION	DIGITAL TRANSFORMATION STRATEGY AND DIGITAL TECHNOLOGY STRATEGY ANNUAL REPORT 2019 • The Head of ICT and Corporate Policy agreed to look into the possibility of including the third sector within the TLS Upgrade	It is not considered yet that the 3rd Sector would be in a position to force TLS on all external email however they may be in a few years time.	Noelwyn Daniel	Completed.
P&R 017 19/20	18th July 2019	ACTION	FORTHCOMING ITEMS request for update on Wellness Village at next meeting	report requested -To be submitted to December meeting	Martin Davies	Completed
P&R 018 19/20	10th October 2019	ACTION	COMPLIMENTS & COMPLAINTS ANNUAL REPORT 2018/19 - • The Head of ICT & Corporate Policy agreed to append the report on complaints relating to Adult Social Care matters to the Annual report in future	Noted	Noelwyn Daniel	Completed
P&R 019 19/20	10th October 2019	ACTION	COMPLIMENTS & COMPLAINTS ANNUAL REPORT 2018/19 • The Head of ICT & Corporate Policy agreed to ensure that staff at contact centres and Delta Wellbeing passed on complaints received to the Information Governance & Complaints section	This has been communicated with Management at Delta Wellbeing to ensure complaints are passed on to Corporate Complaints team.	Noelwyn Daniel	Complaints
P&R 020 19/20	10th October 2019	ACTION	QUARTER 1 - 1ST APRIL TO 30TH JUNE 2019 DEPARTMENTAL PERFORMANCE MONITORING REPORT • The Head of ICT & Corporate Policy agreed to ascertain progress in regard to the search for a suitable location for a hwb within Carmarthen town;	SEE ALSO P&R 004 19/20 ABOVE Discussions have been taking place with Communities to look at the feasibility of the Hwb being part of the new Oriel Myrddin development. After much discussion and changes by architects it has been agreed that this is not viable and therefore an alternative location must be found for the Hwb. Conversations have now restarted with property services and various locations within the town centre are being considered.	Noelwyn Daniel	Completed

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P&R 021 19/20	10th October 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT 2019/20 • The Head of Financial Services agreed to convey to the Head of Property the Committee's concerns over the future of Nant y Ci Mart in light of the income shortfall and the continued decline in its use	The Director of Corporate Services, in conjunction with property colleagues, is in discussions with the tenant.	Randal Hemingway	Completed
P&R 022 19/20	10th October 2019	REFERRAL	REVENUE & CAPITAL BUDGET MONITORING REPORT 2019/20 • RESOLVED that the Education and Children Scrutiny Committee be recommended to reverse its decision to receive Revenue and Capital Budget Monitoring via e-mail only [Education and Children Scrutiny Committee 7th June 2018 minute 6.2 refers] in view of the absence of formal monitoring of the Education Department's budget which has significant pressures and a high risk of overspending against the budget.	To be considered by Education Scrutiny Committee on 25th November 2019.	Martin Davies	Completed
P&R 023 19/20	10th October 2019	ACTION	CARMARTHENSHIRE PUBLIC SERVICES BOARD (PSB) MINUTES - MAY & JULY 2019 - The Corporate Policy & Partnership Manager advised that the Wales Audit Office had recently published its 'Review of Public Service Boards' Report which she agreed to circulate to the committee	Completed - circulated via e mail 15th October 2019	Gwyneth Ayers	Completed
P&R 024 19/20	2nd December 2019	ACTION	SICKNESS ABSENCE MONITORING REPORT HALF YEAR Q2 2019/20 -UNANIMOUSLY RESOLVED that the report be received and feedback from the Challenge and Review Attendance Forum and Corporate Intervention Advisory Panel be included in future reports	Noted	Ann Clarke	Completed
P&R 025 19/20	2nd December 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT The Head of Financial Services, in response to a query, agreed to provide further explanatory information on the variances of residential homes budgets	Update required	Randal Hemmingway	Outstanding
P&R 026 19/20	2nd December 2019	ACTION	REVENUE & CAPITAL BUDGET MONITORING REPORT • The Head of Financial Services agreed to convey reiterated concerns over the management of Nant Y Ci livestock mart to the Director of Corporate Services	Concerns conveyed to Director of Corporate Services 3/12/19	Randal Hemmingway	Completed
P&R 027 19/20	27th January 2020	ACTION	FIVE YEAR CAPITAL PROGRAMME 2020/21 - 2024/25 - the Head of Financial Services agreed to ascertain whether any eco-related sources of funding were being explored	Update required	Randal Hemmingway	Outstanding

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P&R 028 19/20	27th January 2020	ACTION	FIVE YEAR CAPITAL PROGRAMME 2020/21 - 2024/25 • The Head of Financial Services agreed to circulate details of reserves	information circulated to members 10/2/20	Randal Hemmingway	Completed
P&R 029 19/20	27th January 2020	ACTION	CHIEF EXECUTIVE'S DEPARTMENTAL BUSINESS PLAN 2020/2023 - The Assistant Chief Executive agreed to circulate details of the development programme being rolled out [with funding from the Wales Union Learning Fund] to enable Managers to better manage mental health issues in the workplace	Update required	Paul Thomas	Outstanding
P&R 030 19/20	27th January 2020	ACTION	CORPORATE SERVICES DEPARTMENTAL BUSINESS PLAN 2020/2023 - The Head of Financial Services agreed to ascertain from the Head of Revenues and Financial Compliance whether the Procurement Surgery Sessions were proving to be beneficial.	information circulated to members 13/2/20	Randal Hemmingway / Helen Pugh	Completed
P&R 031 19/20	27th January 2020	DECISION	ENVIRONMENT DEPARTMENTAL BUSINESS PLAN 2020/2023 - that the Environment Scrutiny Committee be requested to consider means of securing improvements to the Joint Transport Plan for South West Wales with a view to maximising opportunities to improve public transport within Carmarthenshire.	Referred to Environmental & Public Protection Scrutiny Committee	Martin Davies	Completed