

Pecyn Dogfennau



Mark James LLM, DPA, DCA
Prif Weithredwr,
Chief Executive,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

DYDD MAWRTH 20FED MAWRTH 2018

AT: HOLL AELODAU'R Y BWRDD GWEITHREDOL

YR WYF DRWY HYN YN EICH GALW I FYNYCHU CYFARFOD O'R Y
BWRDD GWEITHREDOL A GYNHELIR YN **SIAMBR, NEUADD Y SIR,
CAERFYRDDIN AM 10.00 AM, DYDD LLUN, 26AIN MAWRTH, 2018** ER
MWYN CYFLAWNI'R MATERION A AMLINELLIR AR YR AGENDA SYDD
YNGHLWM

Mark James DYB

PRIF WEITHREDWR



AILGYLCHWCH OS GWELWCH YN DDA

Swyddog Democrataidd:	Martin S. Davies
Ffôn (llinell uniongyrchol):	01267 224059
E-bost:	MSDavies@sirgar.gov.uk
Cyf:	AD016-001

Y BWRDD GWEITHREDOL AELODAETH - 10 AELOD

Cynghorydd	Portffolio
Cynghorydd Emlyn Dole	Arweinydd Arweinyddiaeth a Strategaeth Gorfforaethol; Cadeirydd y Bwrdd Gweithredol; Cynrychioli'r Cyngor ar CLILC; Datblygu Economaidd; Yn cynrychioli'r Cyngor ar Ranbarth Dinas Bae Abertawe; Cydweithio; Marchnata a'r Cyfryngau; Penodi Aelodau o'r Bwrdd Gweithredol; Penderfynu ar bortffolios ABG; Cyswllt â'r Prif Weithredwr; Bwrdd Gwasanaethau Cyhoeddus
Cynghorydd Mair Stephens	Dirprwy Arweinydd Rheolwr Busnes y Cyngor; Adnoddau Dynol; Rheoli Perfformiad; Archwilio Cymru; Hyfforddiant; T.G.Ch; T.I.C. Cynllunio strategol
Cynghorydd Glynog Davies	Addysg a Phlant Ysgolion; Gwasanaethau Plant; Anghenion Addysgol Arbennig; Diogelu; Cartrefi Seibiant; Gwasanaeth Gwella Ysgolion Integredig Rhanbarthol; Dysgu Oedolion yn y Gymuned; Gwasanaethau Ieuenctid; Gwasanaethau Arlwyio Ysgolion, Aelod Arweiniol dros Blant a Phobl Ifanc; Llysgennad Ieuenctid
Cynghorydd Cefin Campbell	Cymunedau a Materion Gwledig Materion Gwledig ac Ymgysylltu â'r Gymuned; Diogelwch Cymunedol; Yr Heddlu; Deddf Gwrthderfysgaeth a Diogelwch 2015; Trechu Tlodi; Llesiant Cenedlaethau'r Dyfodol; Cyswllt y Trydydd Sector; Cydraddoldeb
Cynghorydd Hazel Evans	Amgylchedd Sbwriel; Clanhau Strydoedd; Gwasanaethau Priffyrdd a Thrafnidiaeth; Cynnal a Chadw Tiroedd; Gwasanaethau Adeiladu; Gofalu; Clanhau Adeiladau; Cynlluniau Argyfwng; Llifogydd
Cynghorydd Linda Evans	Tai Tai - Cyhoeddus; Tai - Preifat; Heneiddio'n dda
Cynghorydd Peter Hughes Griffiths	Diwylliant, Chwaraeon a Thwristiaeth Llysgennad Cynghorau Tref a Chymuned; Datblygu'r Iaith Gymraeg; Theatrau; Chwaraeon; Canolfannau Hamdden; Amgueddfeydd; Llyfrgelloedd; Parciau Gwledig; Twristiaeth.
Cynghorydd Philip Hughes	Diogelu'r Cyhoedd Safonau Masnach; Iechyd yr Amgylchedd. Gorfodaeth Amgylcheddol; Gorfodaeth Cynllunio; Gwastraff Didrwydded; Gwasanaethau Parcio; Bio amrywiaeth
Cynghorydd David Jenkins	Adnoddau Cyllid a'r Gyllideb; Effeithlonrwydd Corfforaethol; Rheoli Eiddo / Asedau; Caffael; Budd-daliadau Tai; Refeniw; Gwasanaethau Statudol (Crwneriaid, Cofrestryddion, Etholiadol, Arglwydd Rhaglaw); Hyrwyddwr y Lluedd Arfog; Canolfannau Cyswllt a Chanolfannau Gwasanaethau Cwsmeriaid
Cynghorydd Jane Tremlett	Gofal Cymdeithasol ac Iechyd Gwasanaethau Cymdeithasol i Oedolion; Gofal Preswyl; Gofal Cartref; Anableddau Dysgu; Iechyd Meddwl; Cyswllt / Cydweithio / Integreiddio â'r GIG; Gwasanaethau Arlwyio Cartefi Gofal, Pencampwr Gofalwyr; Llysgennad Anabledd; Pencampwr Gofal Dementia

AGENDA

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Mae'r dudalen hon yn wag yn fwriadol

Dydd Llun, 26 Chwefror 2018

YN BRESENNOL: Y Cynghorydd E. Dole (Cadeirydd)

Y Cynghorwyr:

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

Hefyd yn bresennol:

Y Cynghorwyr: J.S. Edmunds, D.M. Cundy, S.L. Davies, J.D. James, R. James, K. Lloyd and A.G. Morgan

Yr oedd y swyddogion canlynol yn gwasanaethu yn y cyfarfod:

M. James, Prif Weithredwr

C. Moore, Cyfarwyddwr Gwasanaethau Corfforaethol

G. Morgans, Cyfarwyddwr Addysg a Phlant

Mrs R. Mullen, Cyfarwyddwr yr Amgylchedd

L.R. Jones, Pennaeth Gweinyddiaeth a'r Gyfraith

J. Fearn, Pennaeth Eiddo Corfforaethol

J. Morgan, Pennaeth Cartrefi a Chymunedau Mwy Diogel Dros Dro

M. Palfreman, Pennaeth Cydweithio Rhanbarthol

D. Hockenhull, Rheolwr y y Cyfryngau a Marchnata

S. Davies, Rheolwr Gwasanaethau Moderneiddio

E. Hughes, Uwch Syrfewr Rheoli Asedau

K. Thomas, Swyddog Gwasanaethau Democrataidd

Siambr, Neuadd y Sir - 10.00 - 11.00 am

1. YMDDIHEURIADAU AM ABSENOLDEB

Ni chafwyd ymddiheuriadau am absenoldeb.

2. DATGAN BUDDIANNAU PERSONOL.

Y Cynghorydd	Rhif y Cofnod	Y Math o Fuddiant
E. Dole	9 – Y diweddaraf am drosglwyddo asedau, sef Parciau, Lleoedd Chwarae, a Mannau Amwynder	Aelod o Gyngor Cymuned Llannon
G. Davies	9 – Y diweddaraf am drosglwyddo asedau, sef Parciau, Lleoedd Chwarae, a Mannau Amwynder	Aelod o Gyngor Cymuned Cwarter Bach
P.M. Hughes	13 – Cynllun Cyflawni Gwasanaethau 2017/18 - Gwasanaethau Diogelu'r Amgylchedd	Mae'n berchen ar fusnesau y bydd y Cynllun Cyflawni yn effeithio arnynt

3. COFNODION:-

3.1. 8FED IONAWR 2018

PENDERFYNWYD YN UNFRYDOL lofnodi cofnodion cyfarfod y Bwrdd Gweithredol a gynhaliwyd ar 8 Ionawr 2018, gan eu bod yn gywir.

3.2. 22AIN IONAWR 2018

PENDERFYNWYD YN UNFRYDOL lofnodi cofnodion cyfarfod y Bwrdd Gweithredol a gynhaliwyd ar 22 Ionawr 2018, gan eu bod yn gywir.

4. CWESTIYNAU Â RHYBYDD GAN AELODAU

Dywedodd y Cadeirydd nad oedd dim cwestiynau â rhybudd wedi cael eu cyflwyno gan yr Aelodau.

5. CWESTIYNAU A RHYBYDD GAN Y CYHOEDD

Dywedodd y Cadeirydd nad oedd dim cwestiynau â rhybudd wedi dod i law gan y cyhoedd.

6. ADRODDIAD YNGYLCH RHEOLI'R TRYSORLYS A DANGOSYDD DARBODAETH EBRILL 1AF 2017 I RHAGFYR 31AIN 2017

Yn unol â Pholisi a Strategaeth Rheoli'r Trysorlys 2017/18 (a fabwysiadwyd gan y Cyngor ar 6 Chwefror, 2017 – gweler Cofnod 9), cafodd y Bwrdd Gweithredol y wybodaeth ddiweddaraf ynghylch y gweithgareddau o ran Rheoli'r Trysorlys am y cyfnod o 1 Ebrill 2017 hyd at 31 Rhagfyr 2017.

PENDERFYNWYD YN UNFRYDOL dderbyn yr adroddiad.

7. Y RHAGLEN MODERNEIDDIO ADDYSG - CYNNIG I GYNYDDU NIFER Y LLEOEDD YN YSGOL GYMUNEDOL GORSLAS O 110 I 210

Yn unol â chofnod 6 o'i gyfarfod ar 23 Hydref 2017, bu'r Bwrdd Gweithredol yn ystyried adroddiad am ganlyniad yr ymgynghori ffurfiol a fu'n digwydd rhwng 6 Tachwedd ac 17 Rhagfyr 2017 ar y cynigion i gynyddu nifer lleoedd Ysgol Gynradd Gymunedol Gorslas o 110 i 210 ar 1 Medi 2019, pryd y bwriedir y bydd adeilad newydd yr ysgol wedi cael ei adeiladu. Os caiff hyn ei fabwysiadu bydd yr ysgol newydd yn darparu ar gyfer y galw am addysg cyfrwng Cymraeg ar hyn o bryd ac yn y dyfodol a hefyd yn darparu lle ar gyfer meithrinfa â 30 o leoedd a chyfleusterau dysgu ac addysgu sy'n addas ar gyfer yr 21ain Ganrif.

Rhodddwyd gwybod i'r Bwrdd Gweithredol fod y Pwyllgor Craffu - Addysg a Phlant wedi cael cyfle i roi sylwadau ar yr adroddiad yn ei gyfarfod ar 25 Ionawr 2018, lle'r oedd wedi penderfynu "cymeradwyo i'r Bwrdd Gweithredol fod Hysbysiad Statudol

yn cael ei gyhoeddi i weithredu'r cynnig i gynyddu nifer lleoedd Ysgol Gynradd Gymunedol Gorslas o 110 i 210".

Petai'r Bwrdd Gweithredol yn cytuno i gyhoeddi Hysbysiad Statudol, nodwyd mai'r bwriad oedd gwneud hynny yr wythnos sy'n dechrau ar 5 Mawrth 2018. Wedi hynny, byddai adroddiad sy'n crynhoi'r gwrthwynebiadau a gafwyd gan randdeiliaid yn cael ei gyflwyno i'r Pwyllgor Craffu - Addysg a Phlant, i'r Bwrdd Gweithredol ac, yn y pen draw, i'r Cyngor i wneud penderfyniad yn ei gylch.

PENDERFYNWYD YN UNFRYDOL:-

7.1 dderbyn y sylwadau a gafwyd ac ymatebion yr Awdurdod Lleol yn dilyn y broses ymgynghori.

7.2 bod Hysbysiad Statudol i weithredu'r cynnig yn cael ei gyhoeddi.

8. Y RHAGLEN MODERNEIDDIO ADDYSG CYNNIG I DDARPARU DARPARIAETH FEITHRIN YN YSGOL PARC Y TYWYN DRWY GYNYDDU YR YSTOD OEDRAN O 4-11 I 3-11

Yn unol â chofnod 7 o'i gyfarfod ar 23 Hydref 2017, bu'r Bwrdd Gweithredol yn ystyried adroddiad am ganlyniad yr ymgynghori ffurfiol a fu'n digwydd rhwng 6 Tachwedd ac 17 Rhagfyr 2017 ar y cynigion i safoni darpariaeth addysg feithrin yr awdurdod lleol yn ardaloedd Porth Tywyn a Phen-bre. Os gweithredir y cynnig byddai'r ystod oedran yn Ysgol Gymraeg Parc y Tywyn yn ymestyn o 4-11 i 3-11 i adlewyrchu'r ddarpariaeth 3-11 yn y ddwy ysgol cyfrwng Saesneg sy'n rhannu'r un dalgylch â hi.

Rhoddwyd gwybod i'r Bwrdd Gweithredol fod y Pwyllgor Craffu - Addysg a Phlant wedi cael cyfle i roi sylwadau ar yr adroddiad yn ei gyfarfod ar 25 Ionawr 2018, lle'r oedd wedi penderfynu "cymeradwyo i'r Bwrdd Gweithredol fod Hysbysiad Statudol yn cael ei gyhoeddi i weithredu'r cynnig i ddarparu darpariaeth feithrin yn Ysgol Parc y Tywyn trwy gynyddu ei hystod oedran o 4-11 i 3-11".

Petai'r Bwrdd Gweithredol yn cytuno i gyhoeddi Hysbysiad Statudol, nodwyd mai'r bwriad oedd gwneud hynny yr wythnos sy'n dechrau ar 5 Mawrth 2018. Wedi hynny, byddai adroddiad sy'n crynhoi'r gwrthwynebiadau a gafwyd gan randdeiliaid yn cael ei gyflwyno i'r Pwyllgor Craffu - Addysg a Phlant, i'r Bwrdd Gweithredol ac, yn y pen draw, i'r Cyngor i wneud penderfyniad yn ei gylch.

PENDERFYNWYD YN UNFRYDOL:-

8.1 dderbyn y sylwadau a gafwyd ac ymatebion yr Awdurdod Lleol yn dilyn y broses ymgynghori.

8.2 bod Hysbysiad Statudol i weithredu'r cynnig yn cael ei gyhoeddi.

9. Y WYBODAETH DDIWEDDARAF AM DROSGWLWYDDO ASED AU CYMUNEDOL PARCIAU, LLEOEDD CHWARAE A LLECYNNAU AMWYNDER

(NODER: Roedd y Cynghorwyr E. Dole a G. Davies wedi datgan buddiant yn yr eitem hon yn gynharach)

Yn unol â chofnod 10 o'i gyfarfod ar 26 Mehefin 2017, bu'r Bwrdd Gweithredol yn ystyried adroddiad diweddar am drosglwyddo asedau, sef Parciau, Lleoedd Chwarae, a Mannau Amwynder yn Sir Gaerfyrddin. Nodwyd bod Atodiad A i'r adroddiad yn nodi'r sefyllfa bresennol o ran trosglwyddiadau a oedd wedi'u cwblhau (sef 51% o'r asedau dan sylw) a'r rheiny a oedd wrthi'n cael eu trosglwyddo (sef 35% o'r asedau dan sylw). Roedd Atodiad 2 yn nodi uchafbwyntiau ymgynghoriad pellach a wnaed gydag amrywiol randdeiliaid ar ddyfodol 23 o asedau lle nad oedd Mynegiannau o Ddiddordeb wedi dod i law erbyn Mehefin 2017. Nodwyd bod mynegiannau o ddiddordeb wedi dod i law ar ôl y dyddiad hwnnw ar gyfer saith o'r asedau hynny a oedd yn y broses o gael eu trosglwyddo ar hyn o bryd. Felly, roedd 16 o asedau na chafwyd mynegiannau o ddiddordeb ar eu cyfer.

Cyfeiriwyd at Atodiad 2 a rhoddwyd gwybod i'r Bwrdd Gweithredol am y defnydd a wneir o Le Chwarae Traeth Llansteffan gan yr ymwelwyr niferus sy'n dod i Lansteffan. Gwnaed cais i ohirio penderfyniad ynghylch y lle chwarae hwn am y tro a gofyn i'r Pennaeth Hamdden ymchwilio i gyfleoedd grant a gweld pa mor ymarferol yw hi i'r Cyngor gadw ei gyfrifoldeb dros y maes chwarae.

Cyfeiriwyd ymhellach at Atodiad 2 a gofynnodd y Bwrdd Gweithredol am i'r gwaith o ystyried Lle Chwarae Maesawelon, Dryslwyn gael ei ohirio am y tro fel bod modd ystyried ymhellach yr opsiynau sydd ar gael ar gyfer ei ddyfodol.

PENDERFYNWYD YN UNFRYDOL:

- 9.1 Nodi statws presennol yr amrywiol drosglwyddiadau i Gynghorau Tref a Chymuned a sefydliadau eraill.**
- 9.2 Cymeradwyo'r argymhellion ar gyfer dyfodol y 23 o asedau a nodir yn Atodiad 2 i'r adroddiad a fu'n destun ymgynghori pellach. Ond, gohirio ystyried Lle Chwarae Traeth Llansteffan a Lle Chwarae Maesawelon.**

10. TREFNIADAU RHANBARTHOL AR GYFER CRONFEYDD AR Y CYD AC INTEGREIDDIO GWASANAETHAU

Cafodd y Bwrdd Gweithredol adroddiad i'w ystyried ynghylch y gwaith a wneir o dan fantell Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014 ar Drefniadau Llywodraethu Rhanbarthol, Integreiddio Gwasanaethau a Chronfeydd ar y Cyd. Nodwyd ei bod yn ofynnol, o dan y Ddeddf, i'r holl awdurdodau lleol sefydlu a chynnal trefniadau ar gyfer cronfeydd ar y cyd mewn perthynas â'r canlynol:-

- arfer eu swyddogaethau o ran cartrefi gofal i oedolion (erbyn 6 Ebrill 2018);
- arfer eu swyddogaethau o ran cymorth i deuluoedd;
- swyddogaethau penodedig a arferir ar y cyd mewn ymateb i Asesiadau o'r Boblogaeth, lle ystyrir bod trefniadau o'r fath yn briodol.

Yn unol â'r gofynion uchod, nodwyd bod Partneriaeth Gofal Gorllewin Cymru, a sefydlwyd o dan Ran 9 o'r Ddeddf, wedi rhoi blaenoriaeth i drefnu cronfeydd ar y cyd ar gyfer cartrefi gofal pobl hŷn erbyn y terfyn amser statudol, ac roedd y dull hwnnw'n gyson â llefydd eraill yng Nghymru.

Hefyd roedd yr adroddiad yn rhoi rhagor o wybodaeth am y gwaith a wneir ynghylch Cronfeydd ar y cyd ar gyfer lleoliadau i oedolion mewn cartrefi gofal, Cronfeydd ar y cyd ar gyfer Gwasanaethau Integredig Cymorth i Deuluoedd ac adolygu'r posibilrwydd o gyflwyno Storfa Offer Cymunedol Integredig ar raddfa ranbarthol.

Rhoddwyd gwybod i'r Bwrdd fod Cyngor Sir Penfro a Chyngor Sir Ceredigion wedi cymeradwyo eu hadroddiadau ar gyllid ar y cyd a gofynnwyd iddo erbyn hyn ystyried cymeradwyo argymhellion yr adroddiad, mewn egwyddor, i'r ymagwedd ranbarthol at gronfeydd ar y cyd ar gyfer cartrefi gofal, y cronfeydd ar y cyd ar gyfer Gwasanaethau Integredig Cymorth i Deuluoedd ac adolygu Storfeydd Offer Cymunedol.

Yn unol â Rheol 11.1 o Weithdrefn y Cyngor, mynegodd y Cynghorydd D. Cundy bryder ynghylch y trefniadau arfaethedig ar gyfer cyllid ar y cyd, sefydlu rhith-gyllideb a'r angen am ddulliau craffu a rheoli cadarn. Am mai'r bwriad oedd y byddai'r cronfeydd ar y cyd ar waith o 2019-2020 ymlaen, mynegodd y farn nad oedd dyddiad gweithredu pendant, yn ôl pob golwg, ac y byddai'n rhaid i'r Cyngor barhau i ddarparu ei wasanaethau gofal o ddydd i ddydd drwy gyllid o'r cyllidebau a glustnodwyd. Gofynnodd, felly, "A ellir rhoi sicrwydd bod y trefniadau presennol o ran y cyllid a ddyrennir i'r ddarpariaeth Cartrefi Gofal yn Sir Gaerfyrddin, ac yn enwedig yn Llanelli, sy'n filiynau lawer o bunnau, wedi'u neilltuo'n benodol ac nad ydynt yn rhan o'r cronfeydd ar y cyd yn rhanbarthol?".

Dywedodd yr Aelod o'r Bwrdd Gweithredol dros lechyd a Gofal Cymdeithasol y byddai'r gronfa ar y cyd yn ystod 2018/19 yn gweithredu fel trefniant unigol, yr adroddir yn ei gylch, ar gyfer lleoliadau oedolion hŷn a gomisiynir yn allanol. Yr uchelgais ar gyfer 2019-20 a thu hwnt oedd y byddai'r ddarpariaeth 'fewnol' yn cael ei thynnu i mewn i gylch gwaith y cronfeydd ar y cyd. Byddai hynny'n gofyn am sefydlu costau refeniw priodol ar gyfer lleoliadau mewnol unigol. Ar hyn o bryd nid oedd cynlluniau i ystyried cyfalaf yn y gronfa ar y cyd. Ar y sail honno, byddai'r penderfyniadau buddsoddi mewn perthynas â darparu llety yn fewnol yn parhau gyda'r awdurdod lleol. Roedd y Cyngor yn llwyr ymrwymedig i fuddsoddi rhagor o gyfalaf yn ei ddarpariaeth bresennol o ran cartrefi gofal, gan sicrhau ei bod yn cydfynd yn llwyr ag unrhyw ddarpariaeth newydd, yn enwedig yn ardal Llanelli.

Cyfeiriodd y Pennaeth Cydweithredu Rhanbarthol at y cynnig i sefydlu rhith-gronfa ar y cyd, a chadarnhaodd na fyddai honno'n cynnwys trosglwyddo arian i leihau'r risg o groes-gyllido a chostau gweinyddol, ac ati. Er bod disgwyliad clir gan Weinidogion y byddai'r cronfeydd ar y cyd ar waith erbyn 2019, rhoddwyd gwybod i Lywodraeth Cymru am y pryderon a fynegwyd yn eu cylch ac roedd trafodaethau'n mynd rhagddynt i'w datrys. Cadarnhawyd hefyd y byddai adroddiadau pellach ar y trefniadau ar gyfer cronfeydd ar y cyd yn cael eu hadrodd i'r Cyngor drwy'r broses ddemocrataidd.

PENDERFYNWYD YN UNFRYDOL gymeradwyo mewn egwyddor yr ymagwedd ranbarthol at:

- **Gronfeydd ar y cyd ar gyfer lleoliadau mewn cartrefi gofal i oedolion**
- **Cronfeydd ar y cyd ar gyfer Gwasanaethau Integredig Cymorth i Deuluoedd;**
- **Adolygu Storfeydd Offer Cymunedol Integredig**

11. GOSTYNGIADAU'R DRETH GYNGOR I'R SAWL SY'N GADAEI GOFAL

Rhoddwyd gwybod i'r Bwrdd Gweithredol fod y Cyngor, yn ei gyfarfod ar 10 Ionawr 2018, wedi mabwysiadu Rhybudd o Gynnig y "dylai pawb sy'n gadael gofal gael eu heithrio rhag y dreth gyngor hyd at 21 oed (gyda'r dewis o gynyddu'r oedran i 25 mewn amgylchiadau eithriadol)". Yn unol â'r penderfyniad hwnnw, ystyriodd y Bwrdd adroddiad a oedd yn rhoi gwybodaeth am y cynigion o dan Adran 13A o Ddeddf Llywodraeth Leol 1992 (a gyflwynwyd yn 2004) i eithrio pobl sy'n gadael gofal rhag talu'r Dreth Gyngor (ar ôl unrhyw ostyngiadau), heb fod angen prawf modd.

Pe bai'r adroddiad yn cael ei fabwysiadu gan y Cyngor, rhoddwyd gwybod i'r Bwrdd Gweithredol y byddai'r polisi arfaethedig yn darparu'r tri chategori canlynol o gymorth:

- Pan fyddai person sy'n gadael gofal yn gyfrifol yn bersonol am dalu'r Dreth Gyngor, naill ai'n gyfan gwbl neu ar y cyd â pherson arall (er enghraifft, fel cyd-denant neu'n byw gyda phartner), byddai'r cyfrifoldeb am dalu'r Dreth Gyngor, ar ôl unrhyw ostyngiadau, yn cael ei hepgor yn llawn gan adael dim i'w dalu;
- Pan na fyddai person sy'n gadael gofal yn gyfrifol yn bersonol am dalu'r Dreth Gyngor ond, pe na bai'n byw yno, y byddai'r person sy'n byw gydag ef neu hi yn gymwys am ostyngiad unig breswlydd o 25%. Mewn sefyllfaoedd o'r fath byddai'r person sy'n gadael gofal yn cael ei eithrio wrth gyfrif nifer y preswylwyr a byddai gostyngiad dewisol o 25% yn cael ei weithredu i sicrhau nad yw'r person sy'n gyfrifol am y dreth o dan anfantais.
- Pan fydd y cynnig yn ymwneud â sefyllfa lle'r oedd person sy'n gadael gofal wedi cael gofal blaenorol rhywle arall ac wedi symud i Sir Gaerfyrddin, a'i fod yn gyfrifol yn bersonol am dalu'r dreth gyngor i'r cyngor hwn. Lle byddai achosion o'r fath yn dod i sylw'r Adran Dreth Gyngor, cynigiwyd y byddai statws y person sy'n gadael gofal yn cael ei wirio gan dîm rhianta corfforaethol y Cyngor. Wedyn byddai argymhelliad o ran unrhyw ostyngiad i'r person hwnnw yn cael ei baratoi a'i gyflwyno i'r Aelod o'r Bwrdd Gweithredol dros Adnoddau.

Rhoddwyd gwybod i'r Bwrdd Gweithredol fod y Rhybudd o Gynnig i'r Cyngor yn cyfeirio at ymestyn yr eithriad i'r rhai o dan 25 oed sy'n gadael gofal a hynny mewn amgylchiadau eithriadol. Ond cynigiwyd hefyd, o ystyried y niferoedd isel iawn sy'n gysylltiedig, fod y polisi'n cael ei weithredu yn achos pob un hyd at 25 oed sy'n gadael gofal ac sy'n dal i ymwneud â'r tîm rhianta corfforaethol. Gellid talu am y gost yn gyffredinol drwy'r lwfans sy'n rhan o'r cyfrifiadau ar gyfer pennu Sylfaen y Dreth Gyngor.

PENDERFYNWYD YN UNFRYDOL ARGYMELL BOD Y CYNGOR YN MABWYSIADU POLISI sy'n eithrio'r rhai sy'n gadael gofal, o 18 hyd at 25 oed, rhag talu'r Dreth Gyngor.

12. PANELAU YMGYNGHOROL Y BWRDD GWEITHREDOL

Ystyriodd y Bwrdd Gweithredol adroddiad am y gyfansoddiad rhai o'i fyrdau ymgynghorol yn dilyn newidiadau diweddar i gyfansoddiad gwleidyddol y Cyngor cyfan.

PENDERFYNWYD YN UNFRYDOL

- 12.1** Bod y newidiadau canlynol o ran Cynrychiolaeth y Grŵp Annibynnol ar y Panel Ymgynghorol yn cael eu cymeradwyo: Bod y Cynghorydd Sue Allen yn cymryd lle'r Cynghorydd Andrew James ar y Gweithgor Cefn Gwlad; Bod y Cynghorydd Edward Thomas yn cymryd lle'r Cynghorydd Andrew James ar Fforwm y Gymraeg mewn Addysg
- 12.2** Nodi bod y ffigurau ar gyfer cydbwysedd gwleidyddol y Fforwm Addysg - Derbyn Disgyblion wedi newid ac y byddai'n rhaid i'r Grŵp Llafur ildio un sedd (ynghyd â sedd dirprwy) i Grŵp Plaid Cymru: h.y:

Roedd y Grŵp Llafur wedi ildio'r seddi a oedd yn cael eu dal gan y Cynghorydd Louvain Roberts a Fozia Akhtar (dirprwy) ac roedd Plaid Cymru wedi enwebu'r Cynghorydd David Thomas, sef aelod dirprwyol ar y pryd, i lenwi'r sedd ychwanegol a'r Cynghorwyr Emlyn Schiavone a Susan Phillips fel y ddau ddirprwy ychwanegol.

13. CYNLLUN CYFLAWNI GWASANAETH 2017/18 - ADRAN DIOGELU'R AMGYLCHEDD

(SYLWER: Gan iddo ddatgan buddiant yn yr eitem hon yn gynharach, gadawodd y Cynghorydd P.M Hughes y cyfarfod tra oedd y Bwrdd Gweithredol yn ei thrafod)

Bu'r Bwrdd Gweithredol yn ystyried Cynllun Cyflawni Gwasanaeth 2017/18 Adain Diogelu'r Amgylchedd a luniwyd yn unol â gofynion yr Asiantaeth Safonau Bwyd a'r Awdurdod Gweithredol Iechyd a Diogelwch ar awdurdodau lleol i lunio Cynllun Cyflawni Gwasanaeth blynyddol yn y ffurf a nodir yn y Cytundebau Fframwaith perthnasol. Roedd y Cynllun yn amlinellu nodau ac amcanion gwasanaeth y Cyngor gan gynnwys dolenni cyswllt i'r amcanion a'r cynlluniau corfforaethol a diffiniad o'i seilwaith a'i strwythur economaidd a threfniadaethol. Hefyd roedd yn amlinellu cylch gwaith a gofynion Gwasanaethau Diogelu'r Amgylchedd.

PENDERFYNWYD YN UNFRYDOL gymeradwyo Cynllun Cyflawni Gwasanaeth 2017/18 Adran Diogelu'r Amgylchedd.

15. GORCHYMYN I'R CYHOEDD ADAEL Y CYFARFOD

PENDERFYNWYD YN UNFRYDOL, yn unol â Deddf Llywodraeth Leol 1972, fel y'i newidiwyd gan Orchymyn Llywodraeth Leol (Mynediad at Wybodaeth) (Amrywio) (Cymru) 2007, orchymyn i'r cyhoedd adael y cyfarfod tra oedd yr eitem ganlynol yn cael ei hystyried, gan fod yr adroddiad yn cynnwys gwybodaeth eithriedig fel y'i diffiniwyd ym Mharagraff 14 o Ran 4 o Atodlen 12A i'r Ddeddf.

16. HWB RHYDAMAN

Yn sgil gweithredu'r prawf budd y cyhoedd **PENDERFYNWYD YN UNFRYDOL**, yn unol â'r Ddeddf y cyfeiriwyd ati yng Nghofnod 15 uchod,

ystyried y mater hwn yn breifat gan orchymyn i'r cyhoedd adael y cyfarfod gan y byddai'r drafodaeth yn datgelu gwybodaeth eithriedig a geir yn yr adroddiad. Gallai hynny danseilio'r Cyngor mewn trafodaethau dilynol a chael effaith wael ar y pwrs cyhoeddus.

Bu'r Bwrdd Gweithredol yn ystyried adroddiad ar gynigion i sefydlu Gwasanaeth Hwb newydd yng Nghanol Tref Rhydaman gan gopïo'r hyn a ddarperir ar hyn o bryd yng Nghanol Tref Llanelli.

PENDERFYNWYD YN UNFRYDOL gymeradwyo bod adeilad yng nghanol tref Rhydaman yn cael ei brynu a'i ddatblygu i ddarparu gwasanaeth Hwb newydd yn y dref, a dyrannu'r adnoddau cyfalaf a refeniw sydd eu hangen.

CADEIRYDD

DYDDIAD

Bwrdd Gweithredol 26 Mawrth 2018

CYNLLUN LLESIANT SIR GÂR: Y SIR GÂR A GAREM

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

- I ystyried a chymeradwyo Cynllun Llesiant Sir Gâr.

Y Rhesymau:

Mae Cyngor Sir Gâr yn aelod statudol o Fwrdd Gwasanaethau Cyhoeddus Sir Gâr (ynghyd â Bwrdd Iechyd Prifysgol Hywel Dda, Cyfoeth Naturiol Cymru a Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru). Cyn i'r Cynllun gael ei gyhoeddi mae'n rhaid iddo gael ei gymeradwyo gan aelodau statudol y Bwrdd.

Yn ogystal, y Pwyllgor Craffu Polisi ac Adnoddau yw'r pwyllgor awdurdod lleol penodedig i graffu gwaith y BGC.

Ymgynghorwyd â'r pwyllgor craffu perthnasol DO Pwyllgor Craffu Polisi ac Adnoddau - 7 Chwefror 2108

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad OES

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Cyng. Emlyn Dole

Y Gyfarwyddiaeth: Adran y Prif Weithredwr

Enw Pennaeth y Gwasanaeth:

Wendy Walters

Awdur yr Adroddiad:

Gwyneth Ayers

Swyddi:

Cyfarwyddwr Adfywio a Pholisi

Rheolwr Polisi Corfforaethol a Phartneriaeth

Rhifau ffôn:

01267 224659

Cyfeiriadau E-bost:

WSWalters@sirgar.gov.uk

GAyers@sirgar.gov.uk

**EXECUTIVE SUMMARY
EXEC BOARD
26 MARCH 2018**

CARMARTHENSHIRE WELL-BEING PLAN: THE CARMARTHENSHIRE WE WANT

The Well-being of Future Generations (Wales) Act 2015 places a duty on each Public Services Board (PSB) to develop and publish a county Well-being Plan by May 2018. As part of the preparation of this Plan, Carmarthenshire PSB has undertaken a detailed Well-being Assessment of the social, economic, environmental and cultural well-being of the county. The assessment, along with a series of engagement events were used to identify the Carmarthenshire well-being objectives for this Plan and the actions to make progress against those objectives.

The objectives and actions identified as part of this plan focus on areas of collective action that the PSB can influence by working together and does not therefore replicate what is considered to be the core business of the individual member bodies of the PSB, unless there is added value to be gained by the PSB working together.

From 11 October 2017 to the 3 January 2018 the PSB held a 12-week consultation on a first draft of the Plan (during which the Policy and Resources Scrutiny Committee were consulted). At its meeting on the 18 January 2018 the PSB considered the feedback from the consultation and further development work undertaken during the consultation period and agreed amendments to the Plan accordingly. The key amendments to the Plan are included on pages 14-18 where further information has been included against each of the actions in order to identify '*How we will do this...*' and '*Who will do this...*'. This will form the basis for a series of Delivery Groups which the PSB will now look to establish to make progress against the identified objectives and actions.

The PSB is therefore presenting its final Plan for consideration and approval by the four statutory members of the Board (Carmarthenshire County Council, Hywel Dda University Health Board, Natural Resources Wales and Mid and West Wales Fire and Rescue Authority). The Plan will then be adopted by the PSB for delivery from May 2018 onwards.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Wendy Walters, Director of Regeneration and Policy

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

1. Policy, Crime & Disorder and Equalities

The Well-being of Future Generations (Wales) 2015 Act places a requirement on all Public Services Boards to prepare and publish a local well-being plan. Before the plan can be published it has to be approved by the statutory members of the board. The Act statutory guidance notes '*If the local authority is operating executive arrangements the local well-being plan must be approved by the full Council*'.

CONSULTATIONS

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

Signed: Wendy Walters, Director of Regeneration & Policy

1. Local Member(s)

All members were able to contribute to the 12-week public consultation which took place between October 2017-3 January 2018.

2. Community / Town Council

All councils were able to contribute to the 12-week public consultation which took place between October 2017-3 January 2018.

3. Relevant Partners

All partners were able to contribute to the 12-week public consultation which took place between October 2017-3 January 2018. PSB members approved the final draft at the 18 January 2018 meeting

4. Staff Side Representatives and other Organisations

All staff from PSB members organisations, and any other interested stakeholders, were able to contribute to the 12-week public consultation which took place between October 2017-3 January 2018.

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
Carmarthenshire Well-being Assessment		Cymraeg http://www.ysirgaragarem.cymru/media/8179/asesiad-llesiant-bgc.pdf English http://www.thecarmarthenshirewewant.wales/media/8178/psb-wellbeing-assessment.pdf
Shared Purpose: Shared Future Statutory guidance on the Well-being of Future Generations (Wales) Act 2015 SPSF 3: Collective Role		Cymraeg http://gov.wales/docs/desh/publications/161111-spsf-3-collective-role-cy.pdf English http://gov.wales/docs/desh/publications/161111-spsf-3-collective-role-en.pdf

Mae'r dudalen hon yn wag yn fwriadol

Cynllun Llesiant Sir Gâr

Y Sir Gâr a Garem — 2018-2023



Bwrdd Gwasanaethau Cyhoeddus

SIR GÂR • CARMARTHENSHIRE

Public Services Board



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1. Rhagair

Mae'n bleser mawr gennyf gyflwyno Cynllun Llesiant Sir Gâr ar ran Bwrdd Gwasanaethau Cyhoeddus (BGC) Sir Gâr. Mae'r Bwrdd yn tynnu ynghyd nifer o gyrff gwahanol sy'n darparu gwasanaethau i'r cyhoedd yn Sir Gâr. Ein nod yw gwella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol ein trigolion drwy gydweithio i ychwanegu gwerth i wasanaethau'n gilydd, a hefyd datblygu ffyrdd newydd ac arloesol o ymdrin ag anghenion ein pobl a'n cymunedau. Y Cynllun hwn, sy'n ofynnol o dan Ddeddf Llesiant Cenedlaethau'r Dyfodol (Cymru), yw'r cam cyntaf i'r BGC a chafodd ei ddatblygu ar ôl llawer o ymgysylltu â staff rheng flaen, trigolion o bob oed, cynghorwyr sir a chymuned a rhanddeiliaid eraill. Mae'r ymgysylltu hwn wedi rhoi inni bedwar amcan llesiant allweddol y bydd y BGC yn canolbwyntio ar eu gwireddu drwy gydweithio dros y blynyddoedd nesaf:



Arferion Iach

Bod gan bobl ansawdd bywyd da, a'u bod yn gwneud dewisiadau iachus am eu bywydau a'u hamgylchedd



Ymyrraeth Gynnar

Bod pobl yn cael yr help priodol ar yr amser iawn; yn ôl y gofyn



Cysylltiadau Cadarn

Pobl, llefydd a sefydliadau sydd wedi'u cysylltu'n gadarn, sy'n gallu addasu i newid



Pobl a Llefydd Llewyrchus

Gwneud y mwyaf o gyfleoedd i bobl a llefydd yn rhannau trefol a gwledig ein sir

Mae hwn yn gyfnod cyffrous i'r BGC wrth i ni symud o'r cyfnod cynllunio i weithredu. Mae'r holl bartneriaid wedi ymrwymo i wneud cynnydd yn erbyn yr amcanion a'r camau gweithredu, sydd wedi eu hadnabod yn dilyn ymgysylltu ac ymgynghori helaeth gyda phartneriaid a rhanddeiliaid. Rydym i gyd yn awyddus i symud tuag at wneud pethau ar y cyd fydd yn gwneud gwahaniaeth i chi ein trigolion.

Mae'n bwysig iawn i mi ein bod ni fel darparwyr gwasanaethau cyhoeddus yn gweithio gyda'n gilydd i wneud Sir Gâr y lle gorau posibl i chi ein trigolion. Gallaf eich sicrhau y byddwn, gyda chymorth a chydweithrediad aelodau'r BGC a rhanddeiliaid eraill, yn gwneud popeth a allwn i wireddu'r cynllun uchelgeisiol hwn.



Barry Liles,
Prifathro Coleg Sir Gâr a Chadeirydd Bwrdd
Gwasanaethau Cyhoeddus Sir Gâr

2. Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 — y gofynion

Mae'r Ddeddf yn rhoi pwrpas cyffredin, sy'n rhwymo'n gyfreithiol, ar ffurf safon Nod Llesiant a phum Ffordd o Weithio, wedi'u seilio ar yr egwyddor datblygu cynaliadwy, a fwriadwyd i gefnogi a gwireddu gwasanaeth cyhoeddus sy'n diwallu anghenion y presennol heb beryglu gallu cenedlaethau'r dyfodol i ddiwallu eu hanghenion hwythau. Mae'r amcanion a'r camau gweithredu a amlinellir yn y cynllun Llesiant hwn i gyd wedi'u llunio gyda golwg ar wneud cyfraniad ehangach tuag at wireddu'r

nodau llesiant cenedlaethol. Gyda'r Nodau Llesiant a'r pum Ffordd o Weithio fel fframwaith, mae'r Ddeddf yn disgwyl i Fyrddau Gwasanaethau Cyhoeddus osod gweledigaeth a rennir o ran sut y byddant yn gwella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol eu hardal. Dyna ydym yn ei amlinellu yn y Cynllun Llesiant cyntaf hwn i Sir Gâr: Y Sir Gâr a Garem.

Nodau Llesiant Cenedlaethol

Nod	Disgrifiad o'r nod
Cymru lewyrchus	Cymdeithas arloesol, gynhyrchiol, carbon isel sy'n cydnabod y terfynau sydd ar yr amgylchedd byd-eang ac sydd, o ganlyniad, yn defnyddio adnoddau mewn modd effeithlon a chymesur (gan gynnwys gweithredu ar newid yn yr hinsawdd); ac sy'n datblygu poblogaeth fedrus ac addysgedig mewn economi sy'n cynhyrchu cyfoeth ac yn cynnig cyfleoedd cyflogaeth, gan ganiatáu i bobl fanteisio ar y cyfoeth a gynhyrchir drwy gael gafael ar waith addas.
Cymru gydnerth	Cenedl sy'n cynnal ac yn gwella amgylchedd naturiol bioamrywiol gydag ecosystemau iach gweithredol sy'n cynnal cydnerthedd cymdeithasol, economaidd ac ecolegol ynghyd â'r gallu i addasu i newid (er enghraifft newid yn yr hinsawdd).
Cymru iachach	Cymdeithas lle mae llesiant corfforol a meddyliol pobl cystal â phosibl a lle deellir dewisiadau ac ymddygiadau sydd o fudd i iechyd yn y dyfodol.
Cymru sy'n fwy cyfartal	Cymdeithas sy'n galluogi pobl i gyflawni eu potensial ni waeth beth fo'u cefndir neu eu hamgylchiadau (gan gynnwys eu cefndir a'u hamgylchiadau cymdeithasol-economaidd).
Cymru o gymunedau cydlynus	Cymunedau atyniadol, hyfyw a diogel sydd â chysylltiadau da.
Cymru â diwylliant bywiog lle mae'r Gymraeg yn ffynnu	Cymdeithas sy'n hyrwyddo ac yn gwarchod diwylliant, treftadaeth a'r Gymraeg ac sy'n annog pobl i gyfranogi yn y celfyddydau, a chwaraeon a gweithgareddau hamdden.
Cymru sy'n gyfrifol ar lefel fyd-eang	Cenedl sydd, wrth iddi wneud unrhyw beth i wella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol Cymru, yn ystyried a allai gwneud peth o'r fath gyfrannu'n gadarnhaol at lesiant byd-eang.

Pum Ffordd o Weithio

Fel BGC rhaid i ni sicrhau bod popeth a wnawn wedi ystyried y pum ffordd o weithio.

Tymor hir



Pwysigrwydd sicrhau cydbwysedd rhwng anghenion tymor byr a'r angen i ddiogelu'r gallu i ddiwallu anghenion tymor hir hefyd.

Atal



Sut gall gweithredu i atal problemau rhag digwydd neu waethygu helpu cyrff cyhoeddus i gyflawni eu hamcanion.

Integreiddio



Ystyried sut gall amcanion llesiant y corff cyhoeddus effeithio ar bob un o'r nodau llesiant, ar bob un o'u hamcanion eraill, neu ar amcanion cyrff cyhoeddus eraill.

Cydweithio



Gallai cydweithredu ag unrhyw berson arall (neu wahanol adrannau yn y corff ei hun) helpu'r corff i fodloni ei amcanion llesiant.

Tudalen 21



Pwysigrwydd cynnwys pobl sydd â diddordeb mewn cyflawni'r nodau llesiant, a sicrhau bod y bobl hynny'n adlewyrchu amrywiaeth yr ardal maent yn ei gwasanaethu.

3. Bwrdd Gwasanaethau Cyhoeddus Sir Gâr

Mae Ddeddf Llesiant Cenedlaethau'r Dyfodol yn rhoi dyletswydd llesiant ar gyrff cyhoeddus penodol ar draws Sir Gâr i weithio gyda'i gilydd a sefydlu Bwrdd Gwasanaethau Cyhoeddus (BGC). Sefydlwyd BGC Sir Gâr ym mis Mai 2016 a'i waith yw gwella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol Sir Gâr.

Rhaid iddo wneud hynny drwy gynnal asesiad o lesiant yn y Sir ac yna baratoi Cynllun Llesiant i'r sir yn amlinellu'i amcanion lleol, y camau y mae'n bwriadu'u cymryd i'w cyflawni a sut y byddant yn cyfrannu tuag at wireddu'r nodau llesiant.

Mae aelodau BGC Sir Gâr yn uwch gynrychiolwyr o'r cyrff canlynol:



Gweithredir gan / Operated by Working Links

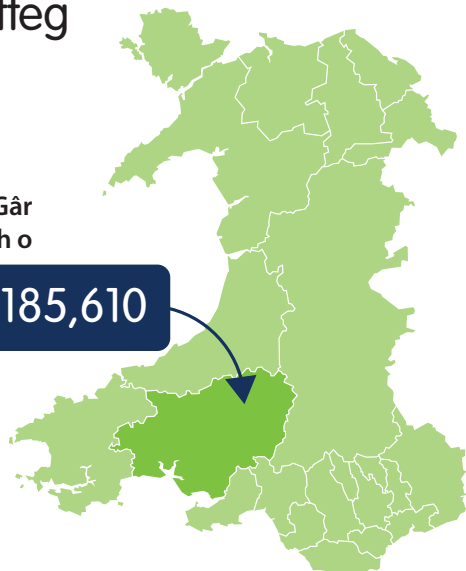
4. Cipolwg ar Sir Gâr

Tudalen 22

Demograffeg

Mae gan Sir Gâr boblogaeth o

185,610



18%



32,846

rhwng 0 a 15 mlwydd oed



90,835
yn ddynion

49%



94,775
yn fenywod

51%

59%



110,102

o fewn oedran gweithio
(16-64)

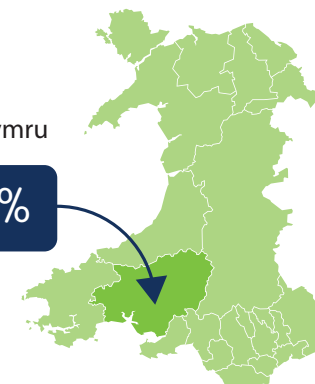
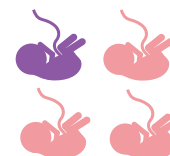
23%



Bron 1 ym mhob 4
(42,662) o oed pensiwn (65+)

Ganwyd 3 o bob 4
o boblogaeth Sir Gâr yng Nghymru

76%



Mae poblogaeth Sir Gâr yn heneiddio.

Erbyn 2039, bydd

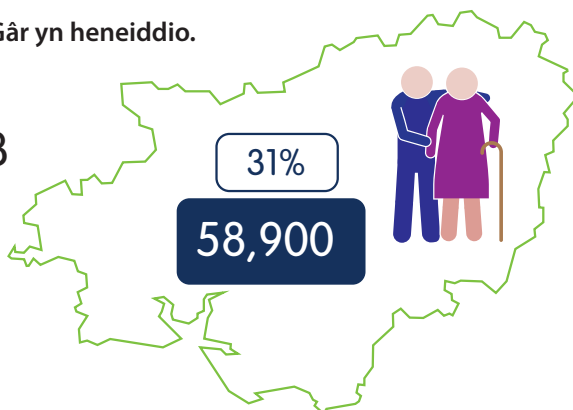
1 ym mhob 3

o drigolion Sir Gâr yn

65 mlwydd oed
neu'n hŷn.

31%

58,900



Mae gan

1 ym mhob 4

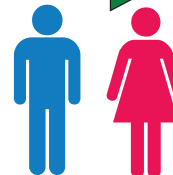
salwch hirdymor sy'n cyfyngu



1 ym mhob 25

Mae Sir Gâr yn bennaf yn wyn, gyda 4% o'r boblogaeth o gefndir heb fod yn wyn

Yn Sir Gâr y ceir y nifer uchaf o siaradwyr Cymraeg yng Nghymru, sef



78,048

Mae dros 78,800 o aelwydydd yn Sir Gâr, gyda dim ond un person yn byw yn

30%

ohonynt.



Mae 60% o'r boblogaeth yn byw mewn ardal wledig, sy'n ffurfio 53% o'r Sir



6 ym mhob 10

Mae **tair prif dref sef Llanelli, Caerfyrddin a Rhydaman** sy'n gartref i

25% o'r boblogaeth



25%



Mae 7 ym mhob 10 aelwyd wedi ei brynu (yn gyfan neu gyda morgais)



14%

yn rhentu'n gymdeithasol



10%

rhent preifat



44 o droseddau bob 1000 o'r boblogaeth



8166

o droseddau wedi eu cofnodi 2015/16



79%

yn teimlo'n ddiogel yn eu hardal

Economi



8 ym
mhob 10

Mae bron 8 ym mhob 10 o boblogaeth oedran gweithio Sir Gâr (16-64) yn weithgar yn economaidd (62% fel cyflogeion; 12% hunangyflogedig)

79%, 89,600



63,000

o swyddi cyflogedig yn Sir Gâr



1 ym mhob 5

yn gweithio mewn cyfanwerthu a mân-werthu



1 ym mhob 5

yn gweithio ym meysydd iechyd a gofal cymdeithasol



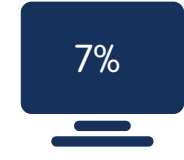
13%

mewn gweithgynhyrchu



10%

yn addysg

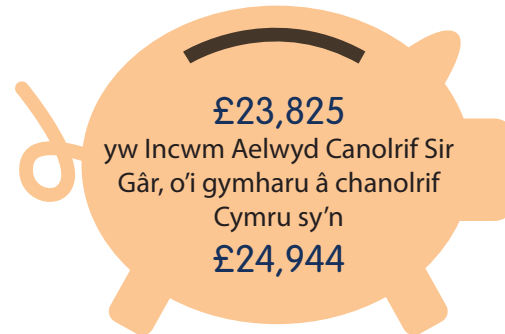


mewn gweinyddiaeth gyhoeddus



Mae 92%

o fusnesau yn feicro fentrau (cyflogi llai na 10 o bobl)



£23,825

yw Incwm Aelwyd Canolrif Sir Gâr, o'i gymharu â chanolrif Cymru sy'n £24,944

Mae mwy na 1 ym mhob 3 o aelwydydd yn byw mewn tldi, yn ôl diffiniad Llywodraeth Cymru - aelwydydd gyda llai na 60% o incwm canolrif y DU



(36%)



Croeso / Welcome

£370 milliwn

yw gwerth / cyfraniad twristiaeth i economi Sir Gâr

Mae



24,000

o bobl yn Sir Gâr yn darparu gofal di-dâl, mae hyn yn

13% o'r boblogaeth.



+50 awr

Mae dros 7000 yn darparu mwy na 50 awr yr wythnos o ofal di-dâl

Iechyd a Llesiant

Mae disgwyliad oes yn ffafriol ar



78.5 bl
i ddynion



82.6 bl
i fenywod



7.4 : 10

yw sgôr cyfartalog ar gyfer 'bodlonrwydd bywyd', ar raddfa o 1 i 10

Mae

3 ym mhob 10

yn dioddef o faterion salwch meddwl



28%

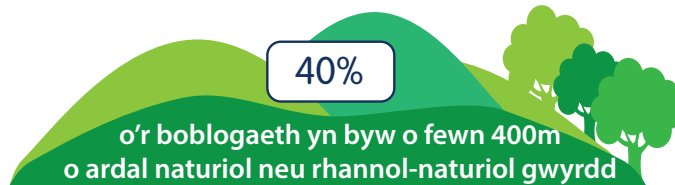
Nododd

60%

o oedolion eu bod dros-bwysau neu'n ordew (gan ddefnyddio mynegai mas y corff)



Amgylchedd



5,587

Ileiafswm nifer yr eiddo yn Sir Gâr sydd mewn risg o lifogydd o ganlyniad i lefelau'r môr yn codi



Diwylliant

Mae gan

83%

o aelwydydd Sir Gâr fynediad i'r rhyngrwyd



Dywedodd



fod pobl o gefndiroedd gwahanol yn dod ymlaen gyda'i gilydd yn dda

Mae

2 ym mhob 3

yn cymryd rhan mewn chwaraeon



66%

5. Asesiad Llesiant Sir Gâr

Yn dilyn cyfnod o ymgysylltu ac ymgynghori, cyhoeddwyd Asesiad Llesiant Sir Gâr ym mis Mawrth 2017. Mae'r asesiad yn edrych ar gyflwr llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol yn Sir Gâr drwy wahanol gyfnodau bywyd, ac yn crynhoi'r canfyddiadau allweddol. Canfyddiadau'r asesiad hwn yw'r sylfaen i'r amcanion a'r camau gweithredu sydd wedi'u nodi yng Nghynllun Llesiant y sir, ac mae'r wybodaeth ganlynol yn yr adran 'Cipolwg ar Sir Gâr' yn rhoi darlun cyflym o'r Sir. Gellir gweld copi o Asesiad Llesiant Sir Gâr (2017) ar www.ysirgaragarem.cymru



6. Cynllun Llesiant Sir Gâr

Rhaid i'r BGC gyhoeddi Cynllun Llesiant sy'n nodi'i amcanion lleol er gwella llesiant economaidd, cymdeithasol, amgylcheddol a diwylliannol y Sir a'r camau y mae'n bwriadu'u cymryd i'w cyflawni. Er i'r cynllun cyntaf hwn gael ei ddatblygu ar gyfer cyfnod 2018-2023, bydd yr amcanion a'r camau gweithredu a nodir yn edrych ar gyflawni ar sail tymor hwy o hyd at 20 mlynedd.

Ar sail canfyddiadau asesiad llesiant Sir Gâr ac ymgysylltu pellach â rhanddeiliaid, bydd Cynllun Llesiant Sir Gâr yn canolbwyntio ar gyflawni pedwar amcan:



Arferion Iach

Bod gan bobl ansawdd bywyd da, a'u bod yn gwneud dewisiadau iachus am eu bywydau a'u hamgylchedd



Ymyrraeth Gynnar

Bod pobl yn cael yr help priodol ar yr amser iawn; yn ôl y gofyn



Cysylltiadau Cadarn

Pobl, llefydd a sefydliadau sydd wedi'u cysylltu'n gadarn, sy'n gallu addasu i newid



Pobl a Llefydd Llewyrchus

Gwneud y mwyaf o gyfleoedd i bobl a llefydd yn rhannau trefol a gwledig ein sir

7. Ystyriaethau allweddol eraill

Yn ychwanegol at yr amcanion hyn, bydd Cynllun Llesiant Sir Gâr yn llwyr gefnogi a, lle mae'n bosibl, yn ychwanegu gwerth wrth i gynigion a phrosiectau sy'n cael eu datblygu drwy ddulliau eraill gael eu gwireddu.

Bargen Ddinesig Bae Abertawe

Mae Bargen Ddinesig Bae Abertawe yn ffordd weddnewidiol o fynd ati i wireddu buddsoddiad o'r maint a'r natur sy'n ofynnol i gefnogi cynlluniau twf y rhanbarth, gyda buddsoddiad o £1.3 biliwn i gyd gan y sectorau cyhoeddus a phreifat dros gyfnod o 15 mlynedd. Mae'r Fargen yn gyfle unwaith mewn cenhedlaeth i gyfnerthu rôl y rhanbarth ym maes arloesi technolegol ac i ddod yn arloeswr arweiniol yn datblygu a masnacheiddio atebion i rai o'r sialensiau mwyaf enbyd ym meysydd gwyddor bywyd a llesiant, arloesi digidol, ynni a gweithgynhyrchu clyfar. I'w gweithredu drwy un prosiect ar ddeg, bydd y Fargen Ddinesig yn arddangos cyfleoedd economaidd, cymdeithasol, amgylcheddol a diwylliannol defnyddio atebion arloesi a thechnoleg ddigidol y genhedlaeth nesaf i symud economi'r rhanbarth ymlaen a denu diddordeb o du buddsoddwyr rhyngwladol tra, ar yr un pryd, yn parhau i ganolbwyntio ar ddinasyddion, gyda'i gwreiddiau yn naearyddiaeth ac asedau Dinas Ranbarth Bae Abertawe.



Partneriaeth Gofal Gorllewin Cymru

Cafodd Partneriaeth Gofal Gorllewin Cymru ei sefydlu i oruchwylio'r gwaith o barhau i drawsnewid ac integreiddio gwasanaethau iechyd, gofal cymdeithasol a llesiant yng ngorllewin Cymru. Daw'r Bartneriaeth â'r tri awdurdod lleol yn y Gorllewin ynghyd (Cyngor Sir Caerfyrddin, Cyngor Ceredigion a Chyngor Sir Penfro), Bwrdd Iechyd Prifysgol Hywel Dda a chynrychiolwyr o'r trydydd sector a'r sector annibynnol ynghyd â chynrychiolaeth gan ddefnyddwyr gwasanaeth/gofalwyr.

Mae'r Bartneriaeth wedi cyhoeddi'i Hasesiad Poblogaeth cyntaf i'r rhanbarth (sydd ar gael drwy <http://www.wwcp.org.uk>) a bydd yn gweithredu Chynllun Ardal i fynd i'r afael â'r materion a amlygwyd yn yr asesiad. Byddwn yn sicrhau bod gwaith y Cynllun Ardal a'r Cynllun Llesiant yn ategu'i gilydd lle bynnag y mae hynny'n bosibl.

Cydbwysedd Amgylcheddol

Wrth ystyried amcanion llesiant poblogaeth Sir Gâr, mae'n holl bwysig ein bod yn canfod cydbwysedd amgylcheddol. Mae'n amgylchedd yn sylfaenol i ddiogelwch bwyd, cyflenwad dŵr, ansawdd aer, adnoddau adeiladu, economi a nifer o bethau eraill rydym yn eu cymryd yn ganiataol. Mae gwytnwch ecosystem yn golygu gallu ein hamgylchedd naturiol i ymdopi gyda'r pwysau hyn ynghyd ag unrhyw aflonyddwch a newid arall. Mae cyflawni gwytnwch ecosystem yn ymwneud â chreu c ychwanegu at gysylltiadau cadarn rhwng llefydd naturiol a sicrhau eu bod mewn cyflwr da. Mae'n rhaid i ni sicrhau fod ein holl gamau gweithredu yn cael eu rheoli'n ofalus er mwyn hyrwyddo gwytnwch ecosystem a gweithio tuag fodel economaidd gyfan sy'n cymeradwyo ailgylchu, ail-ddefnyddio ac atgyweirio yn hytrach na gwaredu a dinistrio.

Yr Iaith Gymraeg a Diwylliant

Mae'r cynllun hwn yn cefnogi cynnal a datblygu cymunedau cydlynol dwyieithog. Gyda bron i hanner y boblogaeth yn Sir Gâr yn siarad Cymraeg (y nifer fwyaf o siaradwyr Cymraeg yng Nghymru) mae'n rhaid i ni sicrhau fod cynllun a gweithrediad y gweithgareddau amrywiol a chmau gweithredu yn y cynllun hwn yn cofleidio'r iaith Gymraeg a diwylliant, a'r weledigaeth o filiwn o siaradwyr Cymraeg erbyn 2050.

Amcanion Llesiant Cyrff Cyhoeddus

Nid diben Amcanion Llesiant BGC Sir Gâr yw ymdrin â gwasanaethau craidd a darpariaeth y partneriaid unigol, yn hytrach dylent eu gwella ac ychwanegu gwerth. Fel cyrff cyhoeddus sydd eu hunain yn ddarostyngedig i Ddeddf Llesiant Cenedlaethau'r Dyfodol (Cymru), rhaid i Gyngor Sir Caerfyrddin, Bwrdd Iechyd Prifysgol Hywel Dda, Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru a Cyfoeth Naturiol Cymru gyhoeddi eu hamcanion llesiant eu hunain. Mae'r sefydliadau hyn hefyd yn aelodau statudol o'r BGC a bydd y cynllun llesiant yn ystyried, lle mae'n briodol, sut y gall weithio ar y cyd i helpu i wireddu'r amcanion llesiant sefydliadol hyn. Mae Atodiad 1 yn amlinellu'r amcanion llesiant sefydliadol a osodwyd yn ystod 2017-18.

8. Sut y cafodd y camau gweithredu i gyflawni'r amcanion eu datblygu

Er mwyn datblygu'r camau gweithredu yn y cynllun hwn aed ati i ymgysylltu mewn ffordd aml-haenog. Mae adroddiad ymgysylltu llawn ar ganfyddiadau'r cyfnod ymgysylltu ar gael ar www.ysirgaragarem.cymru

Cynhaliwyd gweithdai gyda swyddogion grwpiau thematig, yna cynhaliwyd cyfres o weithdai mawr gyda staff rhwng flaen, rhanddeiliaid, cynghorwyr sir ac aelodau o'r cyhoedd mewn tri lleoliad ar draws Sir Gâr. Hefyd, cynhaliwyd gweithdai byrrach gyda grwpiau allweddol eraill, yn benodol gyda phlant a phobl ifanc, a'r Cynghorau Tref a Chymuned sydd eu hunain yn ddarostyngedig i Ddeddf Llesiant Cenedlaethau'r Dyfodol. Roedd arolwg ar-lein ar gael hefyd i unrhyw ymatebwyr nad oeddent yn gallu cyfrannu drwy'r gweithdai.

Cafodd yr holl adborth ei ystyried wedyn gan grŵp swyddogion y BGC a nodwyd y camau gweithredu.

Roedd y Cynllun Llesiant drafft yn destun ymgynghoriad 12-wythnos rhwng 11 Hydref 2017-3 Ionawr 2018 ac mae'r adborth a dderbyniwyd o'r ymgynghoriad a gwaith ymgysylltu pellach wedi ei ddefnyddio i hysbysu'r Cynllun terfynol.

9. Ffurf y Cynllun

Y disgwyl yw y bydd y BGC yn hoelio'i gyd-ymdrechion ar nifer fach o flaenoriaethau penodol yn y lle cyntaf er mwyn ychwanegu gwerth at y gwasanaethau sy'n cael eu darparu'n barod. Ar gyfer pob un o'r pedwar amcan rydym wedi nodi'r cyfiawnhad i'r amcan ar sail y pum Ffordd o Weithio. Wedyn rydym wedi rhestru'r camau gweithredu Tymor Byr (1-3 blynedd) a Thymor Canolig (3-7 mlynedd) ac uchelgais Tymor Hirach (7-20 mlynedd). Adnabuwyd rhain drwy'r cyfnod ymgysylltu a chynllunio fel camau y gall y BGC eu rhoi ar waith ar y cyd a thrwy weithio gyda rhanddeiliaid eraill.

Nid yw'r camau gweithredu a adnabuwyd yn cynnwys manylion llawn ac ystod y gweithgarwch sydd i'w gynnal i wireddu'r camau gweithredu tymor byr a chanolig a'r uchelgais tymor hirach, ond y bwriad yw y bydd y camau gweithredu tymor byr a chanolig yn gosod y sylfaen ar gyfer trawsnewid gwasanaeth neu newid ymddygiad tymor hirach.

Mae Cynllun Llesiant Sir Gâr wedi'i integreiddio'n llwyr. Mae cysylltiadau clir rhwng yr amcanion a'r camau gweithredu; mae rhai o'r rhain wedi'u mynegi'n amlwg ond rydym yn disgwyl y bydd synergeddau a chyfleoedd i integreiddio drwyddi draw ac y bydd y rhain yn dod yn fwy amlwg wrth i'r cynlluniau cyflenwi manwl gael eu diffinio.

10. Amcanion Llesiant Sir Gâr

Wrth ystyried sut mae gwireddu pob un o'r pedwar amcan llesiant rydym wedi sicrhau fod y pum ffordd o weithio wedi cynnig lens i edrych drwyddi wrth ddatblygu'r camau gweithredu. Er mwyn dangos yr ystyriaeth hon, rydym wedi nodi'r cyfiawnhad i'r amcan a sut mae bob amcan yn gwneud y mwyaf o'i gyfraniad i'r nodau llesiant cenedlaethol.

Dan bob un o'r camau gweithredu tymor byr rydym wedi nodi gorolwg o'r camau y bwriedir eu cymryd er mwyn gwireddu'r cam gweithredu ynghyd â phwy fydd yn gyfrifol am gymryd y camau hynny. Bydd y Grŵp Gweithredu ar gyfer bob un o'r camau tymor byr yn cael eu harwain gan ddau aelod o'r BGC; arbenigwr i gadeirio'r grŵp ac is-gadeirydd gydag arbenigedd gwahanol gall gynnig her, ymestyn a cheisio cyfleoedd ehangach. Mae'r cam gweithredu tymor canolig hefyd wedi ei nodi ac er bydd y ffocws cychwynnol ar wireddu'r camau tymor byr, ystyrir y cam gweithredu tymor canolig a'r uchelgais tymor hirach er mwyn sicrhau parhad a dilyniant.





Arferion Iach

Bod gan bobl ansawdd bywyd da, a'u bod yn gwneud dewisiadau iachus am eu bywydau a'u hamgylchedd.

Bywydau Iach:

Mae gordewdra mewn plentyndod yn broblem fyd-eang, ond mae'n Hasesiad Llesiant Lleol yn dangos bod plant Sir Gâr, ar gyfartaledd, yn drymach na gweddill Cymru. Ni wyddom eto pa mor arwyddocaol fydd hyn dros amser ond ar hyn o bryd mae 30% o blant 4-5 oed a 60% o oedolion yn rhy drwm neu'n ordew ac mae hynny'n gallu arwain at gyflyrau corfforol ac iechyd cronig tymor hwy. Mae gennym hefyd fwch sylweddol o ran disgwyliad oes rhwng y cymunedau mwyaf a lleiaf difreintiedig (18.5 mlynedd). Yn y tymor hir, bydd effeithiau'r clefydau cronig sy'n gysylltiedig ag iechyd gwael yn fwy a mwy difrifol i unigolion, ac i'r gwasanaethau sy'n eu cefnogi. I atal y sefyllfa hon rhag gwaethygu, mae angen i'r BGC helpu pobl i newid eu hagweddau a'u hymddygiad o ran iechyd personol, er mwyn i bawb gael gwell ansawdd bywyd. Mae gan y BGC ar y cyd gapasiti a gallu sylweddol i gyrraedd pobl gan fod ein sefydliadau, rhyngddynt, yn cyflogi canran fawr o'n poblogaeth. Mae'r BGC mewn sefyllfa dda felly i gyd-drefnu gweithredu ac annog pobl i helpu i hyrwyddo newid mewn ymddygiad ac i fod yn rhagweithiol wrth ystyried eu hiechyd presennol ac i'r dyfodol.

TYMOR BYR: Cyd-drefnu Ymgyrchoedd

Datblygu ffordd o alluogi ymgyrchoedd gwybodaeth wedi'u targedu i gael eu lledaenu'n gyson ac yn drylwyr ledled y sir gan holl bartneriaid a sefydliadau'r BGC. Byddwn yn datblygu ffyrdd arloesol o ymgysylltu'n well â phawb, pwy bynnag ydych ac o ble bynnag rydych chi'n dod.

TYMOR CANOLIG: Atebion Cymdeithasol a Gwyrdd ar gyfer Iechyd

Caiff presgripsiynu cymdeithasol ei gydnabod fel ffordd i weithwyr proffesiynol gyfeirio pobl at wasanaethau cymorth cymunedol, lleol, nad ydynt yn glinigol, yn lle rhoi meddyginiaeth ar bresgripsiwn neu ymyrraeth gan wasanaeth. Byddwn yn adeiladu ar ganfyddiadau prosiect peilot yn Llanelli, yn ogystal ag ymarfer a thystiolaeth o fannau eraill, i sefydlu mynediad at y cyfleoedd hyn ar draws y sir.

Sut fyddwn ni'n gwneud hyn...

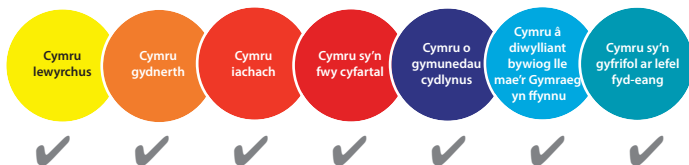
Byddwn yn dechrau trwy fapio ymgyrchoedd a ffyrdd o ymgyrchu presennol; byddwn yn datblygu fframwaith er mwyn cydlynu ymgyrchoedd gydag ystod o ddulliau a chyfleoedd posib ar gyfer ymgyrchu a chyd-gynhyrchu. Byddwn yn adnabod lleoliadau posib ar gyfer cynnal peilot i brofi a gwerthuso ymgyrchoedd a wedyn edrych i ehangu'r ymgyrchoedd effeithiol.

Pwy fydd yn gwneud hyn...

Cynrychiolydd y BGC o Fwrdd Iechyd Prifysgol Hywel Dda fydd Arweinydd arbenigol y Grŵp Gweithredu, gyda'r cynrychiolydd BGC o Goleg Sir Gâr yn is-gadeirydd. Bydd aelodau eraill yn cynnwys arbenigwyr Cyfathrebu a Dysgu o bartneriaid y BGC a thu hwnt ond bydd hefyd yn cynnwys arbenigwyr priodol a rhanddeiliaid addas ar gyfer ymgyrchoedd penodol i'w cydlynu.

UCHELGAIS TYMOR HIRACH:

Bod dinasyddion Sir Gâr yn ymroi'n ddiwyd i ofalu am eu hiechyd eu hunain a, thrwy fwy o gysylltiad â natur, bydd ganddynt well llesiant, lefelau straen is a bydd eu hagweddau a'u hymddygiad yn fwy cynaliadwy'n amgylcheddol.





Arferion Iach

Bod gan bobl ansawdd bywyd da, a'u bod yn gwneud dewisiadau iachus am eu bywydau a'u hamgylchedd

Amgylchedd Iach:

Fel gweddill y byd, mae Sir Gâr o dan fygythiad oherwydd effeithiau newid yn yr hinsawdd. Mae ffyrdd hanesyddol a modern o fyw hefyd yn effeithio ar ein hamgylchedd a dangosodd ein Hasesiad Llesiant Lleol fod gennym rai o'r allyriadau CO2 gwaethaf yng Nghymru oherwydd trafndiaeth. Nid ydym yn deall eto pa effaith benodol a gaiff yr agweddau hyn ar ein hamgylchedd yn y tymor hir ond rydym yn gwybod y bydd codiad yn lefel y môr, llifogydd, mwy o gyfnodau o dywydd eithafol a cholli cynefinoedd ac ecosystemau yn effeithio arnom. Ni all BGC Sir Gâr atal newid hinsawdd ond gall gydweithio ar lefel strategol i fabwysiadu newidiadau er mwyn ysgafnhau'r effaith ar ein sir. Hefyd, cydnabyddir bod natur yn cael effaith gadarnhaol ar lesiant; mae'n gwella lefelau hapusrwydd, yn lleihau lefelau straen ac yn cynyddu agweddau ac ymddygiad cynaliadwy tuag at yr amgylchedd. Yn Sir Gâr, mae 40% o'r boblogaeth o fewn pellter cerdded byr i fan gwyrdd ond gallwn gwella ein 'cysylltiad â natur'. Mae'n dyngedfennol fod unigolion a chymunedau yn cael eu cynnwys ac yn cyfrannu i'r newid diwylliannol sy'n deillio o gynyddu'r cyswllt rhwng pobl a natur.

Tudalen 31



TYMOR BYR: Asesiad Risg Amgylcheddol

Cynnal *Asesiad Risg Amgylcheddol a Newid Hinsawdd* i Sir Gâr er mwyn datblygu camau gweithredu clir a phendant y gall unigolion, cymunedau a sefydliadau eu cymryd.

TYMOR CANOLIG: Cryfhau Cysylltiad â Natur

Gyda chysylltiadau cryf â'r gweithredu ynghylch Atebion Cymdeithasol a Gwyrdd ar gyfer lechyd, bydd y BGC yn rhestru mannau naturiol newydd, a'r rhai presennol, y gellir eu defnyddio i sicrhau mwy o gysylltiad â natur. Bydd y BGC yn hyrwyddo'r mannau hyn ac yn addysgu pobl fel eu bod yn deall pwysigrwydd caru natur.

Sut fyddwn ni'n gwneud hyn...

Unwaith byddwn wedi cynnal yr Asesiad Risg, byddwn yn datblygu Mekanwaith ar mwyn Gweithredu yr Asesiad Risg. Bydd hyn yn cynnwys adnabod rhanddeiliaid cymunedol allweddol; datblygu Ffordd o Weithio addas (allai gysylltu gyda Chydrefnu Ymgyrchoedd); a gweithredu Rhaglen Waith i ymateb i Newid Hinsawdd ac Amgylcheddol a chryfhau cysylltiad â natur.

Pwy fydd yn gwneud hyn...

Cynrychiolydd y BGC o Gyfoeth Naturiol Cymru fydd Arweinydd arbenigol y Grŵp Gweithredu, gyda chynrychiolydd y BGC o Brifysgol Cymru y Drindod Dewi Sant yn is-gadeirydd. Bydd aelodaeth y grŵp yn amrywiol gydag ystod eang o bartneriaid y BGC a thu hwnt ond bydd yn cynnwys arbenigwyr o flaen-gynllunio, trafndiaeth a gwasanaethau seilwaith arall ynghyd ag arbenigwyr cyfathrebu.

UCHELGAIS TYMOR HIRACH:

Bod dinasyddion Sir Gâr yn ymroi'n ddiwyd i ofalu am eu hiechyd eu hunain a, thrwy fwy o gysylltiad â natur, bydd ganddynt well lesiant, lefelau straen is a bydd eu hagweddau a'u hymddygiad yn fwy cynaliadwy'n amgylcheddol.



Ymyrraeth Gynnar

Bod pobl yn cael yr help priodol ar yr amser iawn; yn ôl y gofyn

Nododd yr Asesiad Llesiant Lleol nifer o sialensiau y mae unigolion yn eu hwynebu gydol eu bywydau, yn cynnwys dirywiad yn eu hiechyd corfforol a meddyliol, rhwydweithiau cymdeithasol a pherthnasoedd yn chwalu, newid mewn amgylchiadau economaidd a chael eu dal mewn cylch tlodi. Gall y goblygiadau tymor hir i lesiant unigolion, eu teuluoedd a'u cymunedau fod yn enfawr pan nad ydynt yn cael help neu gymorth ar yr adeg iawn, yn enwedig ym mlyneddau cynnar bywyd. Mae'n hynod bwysig deall y trothwyon neu'r pwyntiau trawsnewid; cydnabod ar ba bwynt y dylid darparu cymorth, ym mha ffordd a chan bwy. Anaml y gellir atal amgylchiadau'n llwyr, ond gellir cymryd camau i ymateb yn gyflym ac yn briodol i atal pethau rhag gwaethgu, neu i ysgafnhau'r effaith. Mae'r BGC yn cydnabod bod atal yn gyfrifoldeb ar bawb a bod y BGC mewn man delfrydol i sicrhau cyd-ymateb i'r agenda atal hon. Mae'n dyngedfennol, felly, fod pobl yn cael eu cynnwys ac yn cael llais yn yr hyn sy'n digwydd iddynt yn eu bywydau.

TYMOR BYR: Newid y Model Cyflenwi

Bydd y BGC yn trawsnewid y ffyrdd o gyflenwi gwasanaeth er mwyn galluogi unigolion, teuluoedd a chymuned i gymryd mesurau ataliol cynnar er mwyn eu llesiant eu hunain. Bydd hyn yn cynnwys codi ymwybyddiaeth, sefydlu un pwynt cyswllt er mwyn cael gafael ar wybodaeth, yn ogystal â datblygu rhaglen hyfforddi gyffredin i staff sy'n gweithio yn sefydliadau'r BGC, ar sail y drefn Gwneud i Bob Cyswllt Gyfrif.

TYMOR CANOLIG: Rhannu Gwybodaeth

Gan adeiladau ar y cam gweithredu tymor byr, byddwn yn sefydlu gweithdrefnau a system i barhau i gefnogi y newid wrth gyflenwi gwasanaeth ac i alluogi defnyddwyr gwasanaeth i gymryd mesurau ataliol personol. Mae hyn yn cynnwys datblygu mecanwaith i sefydliadau'r BGC gydlynw a rhannu gwybodaeth allweddol er mwyn cynyddu capasiti a gallu partneriaid gwasanaeth cyhoeddus i helpu unigolion i gymryd camau ataliol cynnar.

Sut fyddwn ni'n gwneud hyn...

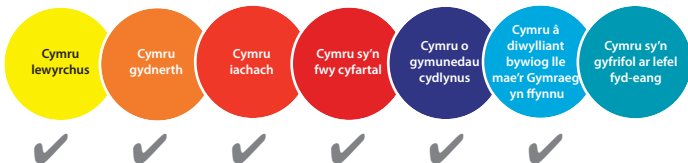
Byddwn yn dechrau trwy gymryd stoc o'r defnydd o'n gwasanaethau cyhoeddus; pa wasanaethau a ddefnyddir, pryd a chan bwy, beth yw'r trothwyon neu'r pwyntiau trawsnewid. Byddwn wedyn yn dadansoddi defnydd ac yn cyfateb hyn gyda'n dealltwriaeth o arferion i'r dyfodol. Byddwn wedyn yn gallu datblygu Rhaglen Ymateb; bydd hyn yn cynnwys dull cyfeirio ac ymyrraeth (hyfforddiant Gwneud i Bob Cyswllt Gyfrif). Ceir cysylltiad cryf gyda Chyd-drefnu Ymgyrchoedd.

Pwy fydd yn gwneud hyn...

Cynrychiolwyr y BGC o Fwrdd Iechyd Prifysgol Hywel Dda a Chyngor Sir Gâr fydd Arweinwyr arbenigol y Grŵp Gweithredu. Bydd cynrychiolaeth o bob un o'r partneriaid y BGC ond byddwn yn cynnwys rhanddeiliaid allweddol eraill; er enghraifft bydd gan Ymddiriedolaeth Gwasanaethau Ambiwlans Cymru rhan allweddol wrth ddatblygu'r ymateb integredig.

UCHELGAIS TYMOR HIRACH:

Bydd mwy o gydweithio rhwng gwasanaethau yn sicrhau bod pobl yn cael yr help iawn ar yr adeg iawn, yn ôl y gofyn. Gallai hyn olygu ymatebion arloesol, yn lleol ac ar draws y sir, megis gwasanaethau teithiol neu gydleoli gwasanaethau.





Cysylltiadau Cadarn

Pobl, llefydd a sefydliadau sydd wedi'u cysylltu'n gadarn, sy'n gallu addasu i newid

Derbynnir bod ein rhwydweithiau cymdeithasol a'n cymunedau yn dyngedfennol i lesiant gydol ein bywydau, ac roedd hyn yn glir iawn yn ein Hasesiad Llesiant Lleol ac o'r adborth a gawsom yn ein digwyddiadau ymgysylltu. Mae llawer o bobl yn ymwneud llawer â'u cymunedau ond gallem wneud yn well. Mae cymunedau'n ddynamig, maent yn newid o ran eu cyfansoddiad ac mewn ymateb i bwysau, a chyfleoedd. Mae gwasanaethau'r sectorau cyhoeddus a phreifat hefyd yn newid yn barhaus, gan roi pwysau ychwanegol ar y sir. Mae angen inni helpu'n cymunedau i ddod yn gryf a mwy dyfeisgar yn y tymor hir. Bydd hyn yn atal newid rhag effeithio'n negyddol ar lesiant. Mae partner sefydliadau'r BGC yn cyffwrdd â phob cymuned yn y sir mewn rhyw ffordd. Drwy gydweithredu â grwpiau gwirfoddol, cynghorau tref a chymuned, y sector preifat a llawer o grwpiau eraill, gall ein cymunedau fod yn llefydd llewyrchus, cydlynol, dwyieithog a hapus i fyw ynddynt. Mae ein cymunedau yn cynrychioli pawb, felly mae angen i bawb fod yn rhan o'r broses hon er mwyn llesiant unigol a chyfunol.

TYMOR BYR: Asedau Cymunedol Arloesol

Bydd y BGC yn gweithio'n agos gyda chymunedau ac unigolion i'w helpu i ddatblygu sgiliau a galluogi cymunedau i weithredu. Caiff adnodd ei sefydlu i gynnig gwybodaeth, cyngor ac arweiniad ar ddatblygu prosiectau wedi'u seilio yn y gymuned; datblygu cyfleoedd gwirfoddoli; a gwneud gwell defnydd o asedau'r gymuned, a'r sector cyhoeddus (corfforol a rhwydweithiau cymdeithasol) er budd cymunedau.

TYMOR CANOLIG: Cyflenwi Gwasanaethau mewn Ffordd Arloesol

Drwy ddealltwriaeth a deialog go-iawn, sicrhau cyd-gynhyrchu a chydweithredu rhwng cymunedau a sefydliadau i wneud yn fawr o'r capasiti/asedau, rhwydweithiau, a'r gwasanaethau cyhoeddus sy'n eu cynnal.

Pwy fydd yn gwneud hyn...

Cynrychiolydd y BGC o Gymdeithas Gwasanaethau Gwirfoddol Sir Gâr fydd Arweinydd arbenigol y Grŵp Gweithredu, gyda chynrychiolydd y BGC o'r Adran Gwaith a Phensiynau yn is-gadeirydd. Yn ychwanegol i gynrychiolaeth gan bartneriaid y BGC, bydd gan y grŵp gynrychiolaeth benodol o bartneriaid Addysg ar gyfer achredu posib, ac o Eiddo er mwyn adnabod asedau cymunedol. Byddwn hefyd yn cynnal digwyddiad er mwyn dod ag arbenigedd gwirfoddoli yn y sir ynghyd.

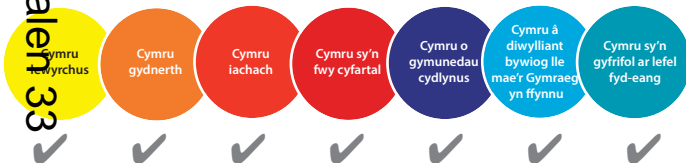
Sut fyddwn ni'n gwneud hyn...

Byddwn yn dechrau trwy ystyried Gwirfoddoli yn Sir Gâr; canfod modelau llwyddiannus ac arfer da wrth hyrwyddo gwirfoddoli ar draws partneriaid y BGC. Byddwn yn datblygu mecanwaith addas i Sir Gaerfyrddin i hyrwyddo gwirfoddoli ac i rannu arfer cymunedol da, gall hyn gynnwys achredu/cydnabod gwirfoddoli, datblygu fframwaith er mwyn troi gwirfoddolwyr yn weithwyr cyflogedig ac adnabod asedau, adeiladau a thir ar gyfer defnydd cymunedol.

UCHELGAIS TYMOR HIRACH:

Byddwn yn dathlu Sir Gâr, gyda'i holl amrywiaeth, drwy hyrwyddo agosatrwydd, cydlynad a goddefgarwch.

Tudalen 33





Pobl a Llefydd Llewyrchus

Gwneud y mwyaf o gyfleoedd i bobl a llefydd yn rhannau trefol a gwledig ein sir

Canfu ein Hasesiad Llesiant Lleol fod 1 o bob 3 aeddyd yn byw mewn tlodi, a bod mwyafrif y rhain mewn ardaloedd gwledig. Mae gennym hefyd ganolfannau trefol sy'n wynebu sialensiau sylweddol, ac mae sawl cymuned yn dioddef tlodi o un genhedlaeth i'r nesaf. Mae'r rhai sy'n byw mewn tlodi gwledig (cudd, yn aml) yn wynebu costau tanwydd uwch a'r gost a'r her ychwanegol sylweddol sy'n deillio o ddiffyg mynediad at wasanaethau, trafnidiaeth a chyflogaeth. Y duedd tymor hir yw y bydd costau tanwydd yn codi, ac mae'r anawsterau economaidd a hygyrchedd i'r rhai sy'n byw yn Sir Gâr wledig a'r rhai mewn mannau trefol yn dod yn fwy a mwy heriol. I ysgafnhau effaith hyn, ac i atal goblygiadau tlodi ar unigolion ac ar eu cymunedau, rhaid i'r BGC alluogi pobl i fanteisio ar gyfleoedd i fyw bywydau llawn, a chefnogi gwaith i drawsnewid y seilwaith. Mae'r sgiliau a'r arbenigedd ar draws y BGC yn gyfle perffaith i ailddiffinio'r ffordd y cyflenwir gwasanaethau yn Sir Gâr, yng ngoleuni'r ddealltwriaeth fwyaf diweddar a pherthnasol o lesiant gwledig. Bydd angen cynnwys y bobl yn ein cymunedau er mwyn iddynt gyfrannu a helpu i gyd-dylunio'r modelau priodol ar gyfer Sir Gâr.

TYMOR BYR: Addysg a Chyflogaeth

Deall yr anghenion cyflogaeth, y disgwyliadau a'r tueddiadau yn Sir Gâr i sicrhau bod y cwricwlwm addysg, cymorth arall a hyfforddiant yn cyd-fynd yn well i alluogi unigolion i ddatblygu sgiliau bywyd. Yn rhan o hyn bydd partneriaid y BGC yn datblygu cyfleoedd ar gyfer profiad gwaith, prentisiaethau, hyfforddiant llwybr carlam etc.

Sut fyddwn ni'n gwneud hyn...

Byddwn yn ystyried anghenion presennol ac arferion i'r dyfodol o safbwynt ein gweithlu, ac yn datblygu ffyrdd o oresgyn rhwystrau a threfnu cyfleoedd addysg a chyflogaeth. Byddwn yn adnabod atebion posib o fewn addysg (addysg bellach ac uwch) ac o fewn y gweithle ar draws y BGC. Byddwn yn datblygu fframwaith i gefnogi symud tuag at Model cyflogaeth yn Seiliedig ar Gymwysedau neu Gryfderau ar draws y BGC er mwyn galluogi cyflogaeth hyblyg.

Pwy fydd yn gwneud hyn...

Cynrychiolydd y BGC o Gyngor Sir Gâr fydd Arweinydd arbenigol y Grŵp Gweithredu, gyda chynrychiolydd y BGC o Wasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru yn is-gadeirydd. Bydd gan aelodau eraill y grŵp arbenigedd penodol i fynd i'r afael â'r cam gweithredu hwn.

TYMOR BYR: Gweithdrefnau Caffael

Bydd y BGC yn ceisio cyfleoedd i ailstrwythuro protocolau a gofynion caffael y sector cyhoeddus er mwyn cynnal a chynyddu mentrau lleol posibl.

Sut fyddwn ni'n gwneud hyn...

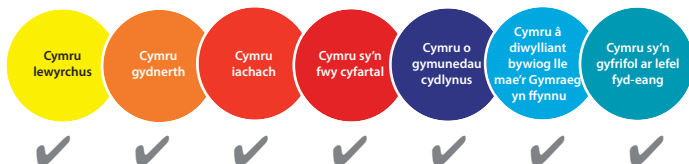
Yn gyntaf, byddwn yn deall systemau caffael presennol yn ogystal â heriau a chyfleoedd presennol ac i'r dyfodol, wedyn byddwn yn symud y rhwystrau i fentergarwch cymunedol ac unigol a sefydlu ffyrdd newydd o weithio ar y cyd i gynnig cefnogaeth i alluogi symud ymlaen e.e. mewn ynni adnewyddadwy a hyrwyddo cyfleoedd am fentergarwch gwledig.

TYMOR CANOLIG: Seilwaith

Bydd y BGC yn gweithio gyda chymunedau i arloesi a chwilio am fodelau a dulliau newydd i wella seilwaith trafnidiaeth a seilwaith digidol Sir Gâr h.y. cysylltedd band eang a ffôn symudol. Bydd y BGC yn ceisio darparu system drafnidiaeth gynaliadwy, gwbl integredig, sy'n diwallu anghenion ei bobl a'i gymunedau.

UCHELGAIS TYMOR HIRACH:

Bydd pobl Sir Gâr yn llewyrchus yn economaidd ac yn ffynnu, ble bynnag y maen nhw'n byw yn y sir.



Er mwyn gwneud cynnydd yn erbyn y camau gweithredu hyn, credwn fod angen i'r BGC sefydlu'r trefniadau/dulliau cymorth isod:

- **Platfform Cyfathrebu**

Er mwyn gwella cyfathrebu mewnol ac allanol y sector cyhoeddus, lleihau'r dyblygu ymdrechion, a'r dryswch i drigolion, caiff dull cyfathrebu cydlynus ei sefydlu i rannu gwybodaeth a rhoi negeseuon cyson ar draws rhwydweithiau partneriaid y BGC.

- **Canolbwynt Ymchwil a Thystiolaeth**

Caiff Canolbwynt Ymchwil a Thystiolaeth ei sefydlu i sicrhau dysgu a rhannu'r arferion gorau, tystiolaeth a dealltwriaeth ar lefel leol, genedlaethol a rhyngwladol. Bydd yn monitro a gwerthuso'r hyn a wneir mewn perthynas â'r camau gweithredu yn y cynllun, gan gyfeirio drwy'r amser at ddealltwriaeth academiaidd a dealltwriaeth seiliedig ar ymarfer i sicrhau bod yr arferion gorau'n cael eu defnyddio bob amser. Bydd perthynas y canolbwynt â'r strwythur llywodraethu er rhoi'r cynllun ar waith yn cael ei chynnal yn barhaus; hefyd, bydd yn dryloyw i sicrhau craffu cyhoeddus.

11. Cyflenwi a Monitro

Sefydlir Grwpiau Gweithredu er mwyn gwireddu'r camau gweithredu tymor byr a adnabuwyd yn y Cynllun hwn. Y bwriad yw y bydd y camau gweithredu tymor byr a chanolig yn gosod y sylfaen ar gyfer trawsnewid gwasanaeth neu newid ymddygiad tymor hirach. Bydd bob un o'r Grwpiau gweithredu yn atebol i Fwrdd Gwasanaethau Cyhoeddus Sir Gâr a bydd cynnydd wrth wireddu'r amcanion yn cael ei fonitro yn rheolaidd. Darperir diweddariadau ar gynnydd ar y wefan www.ysirgaragarem.cymru

Fel rhan o'i waith wrth fynd ymlaen bydd y BGC yn parhau i adolygu unrhyw wybodaeth, data ac ymchwil ar lefel leol, cenedlaethol a rhyngwladol ynghyd â dysgu gwersi o brofiad mewn ardaloedd eraill.

12. Gwybodaeth Bellach

Os hoffech gael unrhyw wybodaeth bellach am yr asesiad llesiant, y Cynllun neu gynnydd yng ngwireddu'r Cynllun hwn ewch i wefan www.ysirgaragarem.cymru neu cysylltwch â Thîm Cymorth y BGC ar gwybodaeth@ysirgaragarem.cymru

Atodiad 1 — Amcanion llesiant cyrff cyhoeddus unigol sy'n aelodau statudol y BGC a osodwyd yn ystod 2017-18.

Tudalen 36	Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru	Cyngor Sir Gâr	Cyfoeth Naturiol Cymru	Bwrdd Iechyd Prifysgol Hywel Dda
	1 Gwella iechyd y boblogaeth drwy waith atal ac ymyrryd yn gynnar	Helpu i roi'r dechrau gorau mewn bywyd i bob plentyn a gwella eu profiadau yn gynnar mewn bywyd	Hyrwyddo amgylchedd Cymru a'r gwaith o reoli adnoddau naturiol Cymru mewn modd cynaliadwy	Gwella iechyd y boblogaeth drwy waith atal ac ymyrryd yn gynnar
	2 Cynorthwyo pobl i fyw bywydau gweithgar, hapus ac iach	Helpu plant i ddilyn ffyrdd iach o fyw	Sicrhau bod tir a dŵr yng Nghymru'n cael eu rheoli mewn modd cynaliadwy ac integredig	Cynorthwyo pobl i fyw bywydau gweithgar, hapus ac iach
	3 Gwella effeithlonrwydd ac ansawdd gwasanaethau drwy gydweithredu â phobl, cymunedau a phartneriaid	Parhau i wella cyrhaeddiad pob dysgwyr	Gwella cydnerthedd ac ansawdd ein hecosystemau	Gwella effeithlonrwydd ac ansawdd gwasanaethau drwy gydweithredu â phobl, cymunedau a phartneriaid
	4 Sicrhau gweithlu cynaliadwy, medrus a hyblyg er mwyn diwallu anghenion y GIG modern, sy'n newid	Lleihau nifer yr oedolion ifanc nad ydynt mewn Addysg, Cyflogaeth na Hyfforddiant	Lleihau'r risg i bobl a chymunedau o beryglon amgylcheddol megis llifogydd a llygredd	Sicrhau gweithlu cynaliadwy, medrus a hyblyg er mwyn diwallu anghenion y GIG modern, sy'n newid
	5 Cyfrannu i'r Rhwydwaith Gwasanaethau Brys (ESN) newydd a'i weithredu	Trechhu tlodi drwy wneud popeth o fewn ein gallu i'w atal, gan helpu pobl i gael gwaith a gwella bywydau'r rheiny sy'n byw mewn tlodi	Helpu pobl i fyw bywydau iachach a mwy boddhaus	
	6 Datblygu ymhellach ganfyddiadau Adolygiad Risg ac Asesiad Strategol y Gwasanaeth	Creu mwy o swyddi a thwf ledled y sir	Hyrwyddo busnesau llwyddiannus a chyfrifol, sy'n defnyddio adnoddau naturiol heb beri difrod iddynt	
	7 Adolygu a datblygu ein hymateb i lifogydd	Cynyddu faint o dai rhent a thai fforddiadwy sydd ar gael	Datblygu CNC yn sefydliad rhagorol, sy'n darparu gwasanaeth cwsmeriaid o'r radd flaenaf	
	8 Cefnogi cynaliadwyedd economaidd o fewn ein cymuned fusnes	Helpu pobl i fyw bywydau iach (mynd i'r afael ag ymddygiad peryglus a gordewdra)		
	9 Buddsoddi yn ein pobl	Cefnogi cysylltiadau da â ffrindiau, y teulu a chymunedau mwy diogel		
	10 Gwneud y defnydd gorau o'n hasedau a'n hadnoddau	Cefnogi'r nifer cynyddol o bobl hŷn er mwyn iddynt gadw'u hurddas a'u hannibyniaeth wrth iddynt heneiddio		
	11 Digido - Defnyddio technoleg er mwyn arloesi, cydweithio a grymuso	Ymagwedd ledled y Cyngor tuag at gefnogi Heneiddio'n Dda yn Sir Gaerfyrddin		
	12 Gwella'r ffordd rydym yn datrys digwyddiadau gweithredol drwy arloesedd a'r defnydd o dechnoleg newydd	Gofalu am yr amgylchedd nawr ac ar gyfer y dyfodol		
	13	Gwella seilwaith a chysylltedd y priffyrdd a thrafnidiaeth		
	14	Hyrwyddo'r iaith Gymraeg a Diwylliant		

Bwrdd Gweithredol

26ain Mawrth 2018

POLISIÂU DIWYGIEDIG TRIN GWYBODAETH BERSONOL A RIPOORTIO AC YMATEB I ACHOSION O DORRI RHEOLAU

Y Pwrpas: Adolygu a diweddarau'r polisiâu uchod er mwyn cwmpasu'r newidiadau sydd wedi digwydd o ganlyniad i gyflwyno'r Rheoliad Diogelu Data Cyffredinol newydd ym mis Mai 2018.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

- Cymeradwyo'r polisiâu drafft diwygiedig

Y Rhesymau: Cydymffurfio â'r ddeddfwriaeth Diogelu Data newydd

Angen ymgynghori â'r Pwyllgor Craffu perthnasol NAC OES

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Y Cynghorydd Mair Stephens

Y Gyfarwyddiaeth: Y Prif Weithredwr

Enw Pennaeth y Gwasanaeth: Wendy Walters

Awdur yr Adroddiad: John Tillman

Swyddi:

Cyfarwyddwr Adfywio a Pholisi

Swyddog Gwybodaeth a Diogelu Data

Rhifau ffôn:

01267 224112

01267 224127

Cyfeiriadau E-bost:

WSWalters@sirgar.gov.uk

JWTillman@sirgar.gov.uk

EXECUTIVE SUMMARY

EXECUTIVE BOARD

26TH MARCH 2018

Revised Handling Personal Information and Breach Reporting & Response Policies

BRIEF SUMMARY OF PURPOSE OF REPORT.

From 25th May, 2018, the new General Data Protection Regulation (GDPR) will come into force across the European Union and in the UK, replacing the provisions of the current Data Protection Act 1998.

Existing policies on Handling Personal Information and Breach Reporting & Response have therefore been reviewed in order to:

- Remove references to outdated legislation (after May 2018);
- Reflect technological changes, for instance, the removal of fax machines;
- Reflect the requirements of the GDPR.

However, it should be noted that the procedures and key principles set out in both documents have not changed substantially.

DETAILED REPORT ATTACHED ?

NO

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: Wendy Walters

Director of Regeneration and Policy

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

1. Policy, Crime & Disorder and Equalities

As a result of changes to Data Protection legislation in 2018, it has been necessary to review and amend policies on Handling Personal Information and Breach Reporting & Response.

2. Legal

The changes to the policies are in large part required to comply with the new GDPR – there would be potential legal implications if the policies were not revised.

CONSULTATIONS

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

Signed: Wendy Walters

Director of Regeneration

1. Scrutiny Committee Not applicable

2. Local Member(s) Not applicable

3. Community / Town Council Not applicable

4. Relevant Partners Not applicable

5. Staff Side Representatives and other Organisations Not applicable

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

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

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Official Journal of the European Union - General Data Protection Regulation	2016/679	EU website
Information Commissioner's Office – Guide to the General Data Protection Regulation (21 November 2017 – 1.0.2)	N/A	ICO website
Article 29 Working Party – Guidelines on Personal data breach notification under Regulation 2016/679	17/EN WP250	EU website
Information Commissioner's Office – Guidance on data security breach management (2012 – version 2.1)	N/A	ICO website
Information Commissioner's Office – Notification of data security breaches to the Information Commissioner's Office (2017 – version 2.0)	N/A	ICO website

Mae'r dudalen hon yn wag yn fwriadol

Breach Reporting & Response Policy

Breach Reporting and Response Policy

Contents

- 1. Purpose
- 2. Scope
- 3. Reporting breaches
- 4. Procedure for responding to breaches
- 5. Other policies and procedures
- 6. Compliance measurement
- 7. Sponsor
- 8. Custodian
- 9. Ensuring equality of treatment
- Appendix 1
- Appendix 2

1. Purpose

1.1 This Policy sets out Carmarthenshire County Council's requirements for ensuring that personal data breaches are reported and responded to in a timely and effective manner.

1.2 Data Protection legislation places an obligation on the Council to document all personal data breaches, in effect, to maintain an internal register of such incidents.

1.3 The Council is also required report breaches which are likely to result in a risk to the *"rights and freedoms"* of individuals to the Information Commissioner's Office (ICO) and in certain cases, inform the individuals whose personal data has been affected.

2. Scope

2.1 This policy applies to all employees of the Council, including:

- Temporary employees and agency workers
- Volunteers
- Contractors acting as data processors

2.2 The legal definition of the term breach, as used in this policy, is as follows:

"a breach of security leading to the accidental or unlawful destruction, loss, alteration unauthorised disclosure of, or access to, personal data transmitted, stored or otherwise processed."

This policy therefore covers incidents where the confidentiality, integrity or availability of personal data, in any format, is compromised.

2.3 Examples of breaches include, but are not limited to:

- Loss or theft of ICT equipment such as laptops, tablet devices, smartphones, USB drives containing personal data
- Loss or theft of paper records, such as files, individual documents, notebooks containing personal data
- Loss or theft of financial information such as payment card details
- Accidental disclosure of information such as emails or letters sent to the wrong recipients and containing personal data
- Accidental deletion of records, affecting service delivery and potentially impacting on individuals' wellbeing
- Unauthorised access to IT systems, cyber and ransomware attacks

3. Reporting breaches

3.1 Breaches are most likely to come to light as a result of:

- A complaint or representation by a member of the public or external organisation
- A report via IT helpdesk
- Staff becoming aware of an issue during the course of their duties
- A data processor informing the Council of an incident

3.2 In order to ensure that breaches can be acted upon they should be reported by employees to their line manager immediately. Within the same time limit, the breach must also be reported to the Breach Response Team via a central mailbox:

databreaches@carmarthenshire.gov.uk

3.3 Out of office hours, breaches must be reported via Careline (0300 333 2222).

3.4 The response to data security breaches will be co-ordinated by the Breach Response Team, comprised of the:

- Digital Security Officer
- Information & Data Protection Officer
- Manager – Information Systems, Security

Depending on the nature of the breach, one or more of these officers will lead on the co-ordination of the response.

4. Procedure for responding to breaches

4.1 The response to a breach will follow the following steps:

- Containment and recovery
- Assessment of risk
- Notification of a breach (where necessary)
- Evaluation and response

4.2 Upon being made aware of a breach, the Breach Response Team will record the details of the breach on the Breach Report template (attached as **Appendix 1**) and notify the manager and Head of Service of the department where the breach occurred.

4.3 Where the breach is believed to relate to financial information such as bank account details, payment cardholder's information or of a system related to the Payment Card Industry (PCI), the Breach Response Team must implement the **PCI Breach Response Plan** immediately (attached as **Appendix 2**)

4.4 The manager will be responsible for initiating an immediate investigation into the cause(s) of the breach and identifying and implementing necessary containment & recovery actions, which must be clearly documented in the Breach Report. Examples of such actions include, but are clearly not limited to:

- Attempting to locate and retrieve lost paper records
- Finding a missing item of ICT equipment
- Ensuring that a wrongly addressed email has been deleted
- Informing the Police in the event of a theft
- Changing door access codes

4.5 The manager will then undertake an assessment of the risk(s) posed by the breach and record this in the Breach Report. This assessment must take into account:

- The type of data involved, its nature, sensitivity and volume
- Whether the subject(s) could be harmed by the breach, for example, identity theft, fraud or damage to reputation
- Who the individuals are, for example, children or other vulnerable people such as social care clients
- The number of individuals' personal data affected

4.6 Once these steps have been completed and recorded, the Breach Report will be returned to the Breach Response Team to be referred to the Senior Information Risk Owner (SIRO), or Deputy SIRO in their absence.

4.7 The SIRO or Deputy SIRO will then determine whether it is necessary to notify the ICO of the breach, taking into consideration the circumstances as documented. In the event that notification is required, the Breach Response Team will provide the ICO with all of the information required under Data Protection legislation.

4.8 Based on the assessment of risk, the Head of Service, in consultation with the manager and Breach Response Team, will then determine whether the data subject(s) affected by the breach are to be notified. Where this is deemed necessary, the information to be communicated to the subject, set out in Data Protection legislation, must be provided in full.

4.9 The steps set out from 4.1 to 4.8 above must be completed within a maximum of 5 working days.

4.10 Finally, in consultation with the manager, the Breach Response Team will identify and document any further recommendations and actions required. For example, if the breach was caused by systemic and ongoing problems, then actions such as the following may be necessary:

- Changes to procedures and systems
- Review of policies
- Staff training/awareness

5. Other policies or procedures

5.1 Where a breach requires further escalation due the circumstances of the case, the SIRO will determine whether to proceed with a formal investigation under the Council's **Investigation Policy**.

5.2 Where the breach constitutes a complaint, a response to the complainant will be provided in accordance with the **Council's Complaints Procedure**.

5.3 Where a reported breach constitutes a breach of any other Council policies, then the requirements of the relevant policy will be followed, which may include initiating disciplinary procedures.

6. Compliance measurement

6.1 Compliance with this Policy is mandatory. Breaches of this policy by staff may lead to disciplinary action being taken.

7. Sponsor

7.1 This Policy is owned by the Corporate Information Governance Group.

8. Custodian

8.1 It is the responsibility of the Digital Security Officer and Information & Data Protection Officer to ensure that this policy is reviewed and updated.

9. Ensuring equality of treatment

9.1 This policy and procedure must be applied consistently to all irrespective of race, colour, nationality, ethnic or national origins, language, disability, religion or belief, age, sex, gender identity, sexual orientation, parental, marital or civil partnership status.

If you require this document in an alternative format please contact the Information & Data Protection Officer on 01267 224127 or email dataprotection@carmarthenshire.gov.uk

Policy approved by Executive Board on:
Policy review date:
Policy written by: John Tillman and John M Williams

Appendix 1



**DIOGELU DATA
SIR GÂR
CARMARTHENSHIRE
DATA PROTECTION**

PERSONAL DATA BREACH REPORT

Reference:

1. Full details of the breach

2. Containment & recovery action(s) taken

3. Assessment of ongoing risk

Type of data involved:

Number of data subject(s) affected:
Number of records affected:
Risk(s) to data subject(s):
Risk(s) to Authority:

4. Notification of breach required?
Information Commissioner's Office:
Data subject(s):

5. Evaluation & response – recommendations & action(s) required

6. Other considerations (including HR issues)

Lead co-ordinating officer	
Designation	
Department & service	
Date	

Recipients
Senior Information Risk Owner:
Head of Service:
Other:

Appendix 2

PCI Breach Response Plan

In response to a potential breach relating to PCI Data Security Standard (card payments), the Breach Response Team will make immediate contact with the Council's Treasury Management Officer or Head of Financial Services, who must:

- Ensure any compromised systems are isolated from the network;
- Gather, review and analyse the logs and related information from various central and local safeguards and security controls;
- Conduct appropriate forensic analysis of any compromised systems;
- Contact appropriate internal and external departments and entities as appropriate;
- Contact the Police and/or relevant card industry security personnel, making logs and forensic details available to them as required;
- Assist the Police and card industry security personnel in their investigative process including prosecutions;
- Contact the relevant card merchant and carry out the company's specific requirements, when reporting suspected or confirmed breaches of cardholder data.

Y BWRDD GWEITHREDOL

26 MAWRTH, 2018

POLISI GORFODI CORFFORAETHOL

YR ARGYMHELLION / PENDERFYNIADAU ALLWEDDOL SYDD EU HANGEN:

- Ystyried y sylwadau a wnaed yn ystod y broses ymgynghori.
- Mabwysiadu'r Polisi Gorfodi Corfforaethol diwygiedig o 1 Ebrill 2018.

Y RHESYMAU:

Daeth Côd y Rheoleiddwyr i rym yn statudol ar 6 Ebrill 2014 o dan [Ddeddf Diwygio Deddfwriaethol a Rheoleiddiol 2006](#) ac mae'n darparu fframwaith clir, hyblyg a seiliedig ar egwyddorion ar gyfer sut y dylai rheoleiddwyr ymgysylltu â'r rheiny y maent yn eu rheoleiddio.

Mae'r rheoleiddwyr a'r swyddogaethau rheoleiddio y mae Côd y Rheoleiddwyr yn berthnasol iddynt wedi eu pennu yng [Ngorchymyn Diwygio Deddfwriaethol a Rheoleiddiol \(Swyddogaethau Rheoleiddio\) 2007](#), fel y'i diwygiwyd yn [2009](#), [2010](#) a [2014](#). Mae'n rhaid i awdurdodau lleol roi sylw iddo wrth ddatblygu polisiau a gweithdrefnau sy'n arwain eu gweithgareddau rheoleiddio.

Angen ymgynghori â'r Pwyllgor Craffu perthnasol:

**Oes - Y Pwyllgor Craffu -
Polisi ac Adnoddau –
21 Mawrth 2018**

Bydd sylwadau llafar gan y Pwyllgor Craffu yn cael eu darparu i'r Bwrdd Gweithredol ar y diwrnod

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES – 26 Mawrth 2018

Angen i'r Cyngor wneud penderfyniad NAC OES

Yr Aelod o'r Bwrdd Gweithredol sy'n Gyfrifol am y Portffolio:

Y Cyngorydd P. Hughes (Deiliad Portffolio Diogelu'r Cyhoedd a'r Amgylchedd)

Y Gyfarwyddiaeth Cymunedau Enw Pennaeth y Gwasanaeth: Jonathan Morgan Awdur yr Adroddiad: Sue Watts	Swydd: Pennaeth Dros Dro Cartrefi a Chymunedau Mwy Diogel Rheolwr Diogelu'r Amgylchedd	Rhifau ffôn: Cyfeiriadau E-bost: 01267 228960 RStaines@sirgar.gov.uk 01267 228929 sewatts@sirgar.gov.uk
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EXECUTIVE SUMMARY
EXECUTIVE BOARD
26TH MARCH, 2018

CORPORATE ENFORCEMENT POLICY

Background

Carmarthenshire County Council (the Council) is committed to protecting the community from harm and enforcement is one of the tools used by this Authority to fulfil this commitment. The Council believes that 'prevention is better than cure' and that through actively working with businesses, individuals and the community, by providing advice and assistance with regards compliance, we can reduce the need for enforcement action. There are, however, occasions where enforcement is the only option. Where enforcement action is needed, the council will take a consistent, fair and proportionate approach so as not to place too onerous a burden on local businesses, organisations, customers and the public.

Regulatory services within the Local Authority must have consideration to Section 6 of the Regulators' Code. This sets out Government's expectation that local authorities will ensure 'good regulation' and that their approach to their regulatory activities is transparent. The provisions also include an expectation that local authorities will publish a clear set of service standards, setting out what those they regulate should expect from them. This includes their enforcement policy, explaining how they respond to non-compliance.

This policy applies to the following specified regulatory areas:

- Environmental Health
- Trading Standards
- Licensing
- Animal Welfare
- Private Sector Housing
- Public Sector Housing
- Planning
- Building Regulation
- Waste Regulation
- Highways
- School attendance
- Benefit Regulation

and any other area that may become applicable by statute.

The Executive Board approved the consultation exercise in the meeting of 26th June 2017. As a result of the consultation exercise (including website) there are minor alterations to the Policy.

These include:

Point 2.7 – this has been added to include the Welsh Language Act 1993.

Point 4.3.1 – to include the following: ‘Planning Contravention Notices’, ‘Planning Enforcement Notices’, ‘Breach of Condition Notices’, ‘Temporary Stop Notices’

Point 4.5 – to include permits/consents/permissions, operations and Planning as appropriate.

Point 4.8.2 - the wording has been altered to reflect the process for a simple caution.

A revised Corporate Enforcement policy document, incorporating amendments to reflect the relevant consultation responses is attached. These amendments have been approved through the Corporate Multi-Disciplinary Enforcement Group.

Once approved by Executive Board, the revised Corporate Enforcement Policy will come into effect on the 1st April 2018.

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 Acting Head of Homes and Safer Communities

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

1. Policy, Crime & Disorder and Equalities

Section 6 of the Regulators’ Code which sets out Government’s expectation that local authorities will ensure ‘good regulation’ and that their approach to their regulatory, criminal activities is transparent. This includes the provision of an Enforcement Policy to outline that the council will take a consistent, fair and proportionate approach so as not to place too onerous a burden on local businesses, organisations, customers and the public.

2. Legal

Section 6 of the Regulators’ Code which sets out Government’s expectation that local authorities will ensure ‘good regulation’ and that their approach to their regulatory criminal activities is transparent. This includes the provision of an Enforcement Policy to outline that the council will take a consistent, fair and proportionate approach so as not to place too onerous a burden on local businesses, organisations, customers and the public.

4. Risk Management Issues

Failure to adopting and implementing the Enforcement Policy could result in successful challenges during enforcement.

CONSULTATIONS

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

Signed: Jonathan Morgan Acting Head of Homes and Safer Communities

The draft enforcement policy was placed on the Council's website for comment as part of the consultation exercise for a six week period. Additionally, the draft Enforcement policy was further discussed at the Corporate Multi-Disciplinary Enforcement Group.

1. Scrutiny Committee – The report will be considered by Members of the Policy & Resources Scrutiny Committee on 21st March. Verbal comments will be provided to Executive Board on the day.

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 LISTED BELOW.

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Legislative & Regulatory Reform Act 2014		http://www.legislation.gov.uk/ukpga/2006/51/contents
The Legislative & Regulatory Reform (Regulatory Functions) Order 2007 as amended in 2009, 2010 & 2014		http://www.legislation.gov.uk/uksi/2007/3544/contents/made http://www.legislation.gov.uk/uksi/2009/2981/contents/made http://www.legislation.gov.uk/uksi/2010/3028/contents/made http://www.legislation.gov.uk/uksi/2014/860/contents/made
Report to Executive Board – 26 th June, 2017 (Item 6) – Corporate Enforcement Policy		http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&MId=742&Ver=4

GENERAL ENFORCEMENT POLICY



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru
YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

CARMARTHENSHIRE GENERAL ENFORCEMENT POLICY

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CARMARTHENSHIRE GENERAL ENFORCEMENT POLICY

1.0 Introduction

- 1.1 Carmarthenshire County Council is committed to protecting the community from harm, and enforcement is one of the tools used by this Authority to fulfil this commitment. This Policy is intended to establish a uniform approach to enforcement. Carmarthenshire County Council (the Council) believes that 'prevention is better than cure', and that through actively working with businesses, individuals and the community by providing advice and assistance with regards compliance, we can reduce the need for enforcement action.
- 1.2 Where enforcement action is needed, the Council will take a consistent, fair and proportionate approach so as not to place too onerous a burden on local businesses, organisations, customers and the public.
- 1.3 In the interest of the prevention and detection of crime/protection of public safety, the Council will exchange information with its agency partners and between Council Services, in compliance with relevant legislation.
- 1.4 A copy of this policy is available at:
<http://www.carmarthenshire.gov.wales/>
- 1.5 This policy applies to the following specified regulatory areas:
 - Environmental Health
 - Trading Standards
 - Licensing
 - Animal Welfare
 - Private Sector Housing
 - Public Sector Housing
 - Planning
 - Building Regulation
 - Waste Regulation
 - Highways
 - School attendance
 - Benefit Regulation

And any other area that may become applicable by statute.

2.0 Carmarthenshire's Approach to Compliance and Enforcement

2.1 Principles of Good Regulation

2.1.1 The Legislative and Regulatory Reform Act 2006, Part 2, requires Carmarthenshire County Council to have regard to the Principles of Good Regulation when exercising a specified regulatory function, as set out in The Legislative and Regulatory Reform (Regulatory Functions) Order 2007

2.1.2 We will exercise our regulatory activities in a way which is:

- (i) Proportionate – our activities will reflect the level of risk to the public, and enforcement action taken will relate to the seriousness of the offence.
- (ii) Accountable – our activities will be open to public scrutiny, with clear, accessible policies and fair, efficient complaints procedures.
- (iii) Consistent – our advice to those we regulate will be robust and reliable, and we will respect advice provided by others. Where circumstances are similar, we will endeavour to act in similar ways to other local authorities.
- (iv) Transparent – we will ensure that those we regulate are able to understand what is expected of them and what they can anticipate in return.
- (v) Targeted – we will focus our resources on higher risk enterprises and activities, reflecting local need and national priorities.

2.2 Regulators' Code

2.2.1 Carmarthenshire County Council has had regard to the [Regulators' Code](#) in the preparation of this policy. In certain instances we may conclude that a provision in the Code is either not relevant or is outweighed by another provision. We will ensure that any decision to depart from the Code will be properly reasoned, based on material evidence, and documented.

2.3 Human Rights Act 1998

2.3.1 Carmarthenshire County Council is a public authority for the purposes of the Human Rights Act 1998. We therefore apply the principles of the European Convention for the Protection of Human Rights and Fundamental Freedoms. This Policy and all associated enforcement decisions take account of the provisions of the Human Rights Act 1998. In particular, due regard is had to the right to a fair trial, and the right to respect for private and family life, home and correspondence.

2.4 Data Protection Act 1998

- 2.4.1 Where there is a need for Carmarthenshire County Council to share enforcement information with other agencies, we will follow the provisions of the Data Protection Act 1988.

2.5 The Code for Crown Prosecutors

- 2.5.1 When deciding whether to prosecute, Carmarthenshire County Council has regard to the provisions of <https://www.cps.gov.uk/publication/code-crown-prosecutors> as issued by the Director of Public Prosecutions.

- 2.5.2 The Code for Crown Prosecutors is a public document that sets out the general principles to follow when decisions are made in respect of prosecuting cases. The Code sets out two tests that must be satisfied, commonly referred to as the 'Evidential Test' and the 'Public Interest Test':

- a. Evidential Test - is there enough evidence against the defendant?

When deciding whether there is enough evidence to prosecute, Carmarthenshire County Council will consider what reliable evidence can be used in court. We must be satisfied there is enough evidence to provide a 'realistic prospect of conviction' against each alleged offender.

- b. Public Interest Test - is it in the public interest for the case to be brought to court?

Carmarthenshire County Council will balance factors for and against prosecution carefully and fairly, considering each case on its merits.

2.6 Regulatory Enforcement and Sanctions Act 2008 ('the RES Act')

- 2.6.1 The Regulatory Enforcement and Sanctions Act 2008, as amended, established the Primary Authority scheme. We will comply with the requirements of the Act when we are considering taking enforcement action against any business or organisation that has a primary authority, and will have regard to guidance issued by the Secretary of State in relation to Primary Authority.

2.7 Welsh Language Measure 2011

- 2.7.1 The Local Authority will comply with the Welsh Language Standards under the Welsh Language Measure 2011.

<http://www.carmarthenshire.gov.wales/media/2297/20170321-hysbysiad-cydymffurfio44-cyngor-sir-g%C3%A2r-en.pdf>

3.0 Advice and Guidance

- 3.1 Carmarthenshire County Council, where appropriate, will provide information, advice and guidance to make it easier for businesses/individuals to understand and meet their legal obligations, and we will provide it in clear, concise and accessible language. Further information may be found on the Council's website:

www.carmarthenshire.gov.wales

- 3.2 All investigations will be carried out under the following legislation and any other applicable legislation; they will also be conducted in accordance with any associated guidance or codes of practice, in so far as they relate to Carmarthenshire County Council:

- the Police and Criminal Evidence Act 1984
- the Criminal Procedure and Investigations Act 1996
- the Regulation of Investigatory Powers Act 2000
- the Criminal Justice and Police Act 2001
- the Human Rights Act 1998
- the Equality Act 2010

- 3.3 These Acts and associated guidance control how evidence is collected and used, and give a range of protections to citizens and potential defendants.

- 3.4 Our authorised officers will also comply with the requirements of the particular legislation under which they are acting, and with any associated guidance or codes of practice.

3.5 Powers of Entry

Where applicable, enforcement officers may exercise their rights of powers of entry under relevant legislation or obtain a warrant of entry from the Justices.

4.0 Enforcement Action

4.1 Advice/Warning Letter

- 4.1.1 Where it is deemed appropriate by Carmarthenshire County Council, officers may provide compliance advice, guidance and support as a first response to a breach of legislation. Advice is provided, sometimes in the form of a warning letter, to assist individuals and businesses in rectifying breaches as quickly and efficiently as possible, avoiding the need for further enforcement action. A warning letter will set out what should be done to rectify the breach and to prevent re-occurrence. If a similar breach is identified in the future, this letter will be persuasive in considering the most appropriate enforcement action to take on that occasion. Such a letter cannot be cited in court as a previous conviction, but it may be presented in evidence.

4.2 Voluntary Undertakings

- 4.2.1 In certain circumstances, Carmarthenshire County Council may accept voluntary undertakings that breaches will be rectified and/or recurrences prevented. Failure to honour voluntary undertakings are taken very seriously, and enforcement action is likely to result from such a failure.

4.3 Statutory and Legal Notices

- 4.3.1 Statutory notices and other legal notices include, but are not limited to: 'Stop Notices', 'Prohibition Notices', 'Remedial Action Notices', 'Emergency Prohibition Notices', 'Abatement Notices', 'Improvement Notices', 'Planning Contravention Notices', 'Planning Enforcement Notices', 'Breach of Condition Notices', and 'Temporary Stop Notices'. Such notices are legally binding. Failure to comply with a statutory notice in some circumstances can be a criminal offence and may lead to prosecution and/or, where appropriate, the carrying out of work in default.
- 4.3.2 A statutory or legal notice will, where applicable, clearly set out what actions must be taken and the timescales within which they must be taken, as well as the consequences of non-compliance and any appeals procedure.

4.4 Financial Penalties

- 4.4.1 Carmarthenshire County Council have powers to issue Fixed Penalty Notices in respect to some breaches of legislation. A fixed penalty notice is not a criminal fine and does not appear on an individual's criminal record. If a fixed penalty is not paid, Carmarthenshire County Council may commence criminal proceedings or take other enforcement action in respect of the breach. In some circumstances, in particular where breaches are serious or recurrent, it may be that prosecution is more appropriate than the issue of a fixed penalty notice.

4.5 Refusal/Suspension/Revocation of Licences/Permissions

- 4.5.1 Carmarthenshire County Council processes and issues a number of licences, authorisations, approvals, permits, consents and permissions. During the processing of applications, previous breaches, enforcement action and intelligence will be considered. Most licences/consents and permissions include conditions which require the licence holder/operator to operate the businesses in a manner that protects public safety/amenity, for example. Certain legislation sets out specific licensing/planning objectives which must be upheld. Where breaches of these conditions are found, this may lead to further enforcement action and/or a review of the licence/approval/permission/consent, which may result in warning, suspension, amendment or revocation.

4.6 Detention/ Seizure /Forfeiture Proceedings

- 4.6.1 Where the legislation permits, Carmarthenshire County Council has the power to detain/seize/forfeit items.

4.7 Injunctive Actions, Enforcement Orders, etc.

- 4.7.1 In some circumstances Carmarthenshire County Council may seek a direction from the court (in the form of an order or an injunction) so that a breach is rectified and/or prevented from recurring. The court may also direct that specified activities be suspended until the breach has been rectified and/or safeguards have been put in place to prevent future breaches.
- 4.7.2 Failure to comply with a court order constitutes contempt of court, a serious offence which may lead to imprisonment.
- 4.7.3 In some circumstances, Carmarthenshire County Council is required to seek enforcement orders after issuing certain enforcement notices. This will provide the court with an opportunity to confirm the restrictions imposed by the notice. Otherwise, Carmarthenshire County Council will usually only seek a court order if it has serious concerns about compliance with voluntary undertakings or a notice.

4.8 Simple Cautions

- 4.8.1 Carmarthenshire County Council has the power to issue simple cautions (previously known as 'formal cautions') as an alternative to prosecution if deemed appropriate in the circumstances. This can only be considered where a business/person admits an offence and consents to the simple caution. Where a simple caution is offered and declined, Carmarthenshire County Council is likely to consider prosecution.
- 4.8.2 A simple caution by the Council will not appear on the offender's Disclosure Barring Service (DBS) check. Carmarthenshire County Council will keep a record of such cautions. The existence of a caution is likely to influence how Carmarthenshire County Council and others

deal with any similar breaches in the future, and may be cited in court if the offender is subsequently prosecuted for a similar offence. If a simple caution is issued to an individual (rather than a corporation) it may have consequences if that individual seeks certain types of employment.

- 4.8.3 Simple cautions will be used in accordance with Home Office Circular 016/2008 and other relevant guidance.

4.9 Prosecutions

- 4.9.1 In addition to specific powers to prosecute under certain legislation, s.222 of the Local Government Act 1972 allows Carmarthenshire County Council the power to prosecute any criminal offence where they consider it expedient for the promotion or protection of the interests of the inhabitants of their area.
- 4.9.2 When deciding whether to prosecute, Carmarthenshire County Council has regard to the provisions of The Code for Crown Prosecutors as issued by the Director of Public Prosecutions.
- 4.9.3 Prosecution will only be considered where Carmarthenshire County Council is satisfied that it has sufficient evidence to provide a realistic prospect of conviction against the defendant(s).
- 4.9.4 Before deciding that prosecution is appropriate, Carmarthenshire County Council will have due regard to the public interest test as set out in the Code for Crown Prosecutors:
- <https://www.cps.gov.uk/publication/code-crown-prosecutors>
- 4.9.5 A successful prosecution will result in a criminal record. The court has a range of sentencing powers which includes a financial penalty, community based penalty, imprisonment and other powers as contained in specific legislation. The court may order the forfeiture and disposal of non-compliant goods and/or the confiscation of any criminal benefit which have resulted from the breach. Prosecution may also lead, in some circumstances, to the disqualification of individuals from acting as company directors.

4.10 Fixed Monetary Penalties

- 4.10.1 Carmarthenshire County Council has powers under certain legislation to impose Fixed Monetary Penalties, which are capped at a relatively low level and are not intended to be used for more serious cases of non-compliance. Fixed Monetary Penalties are not criminal fines and do not appear on an individual's criminal record. Fixed Monetary Penalties cannot be used in conjunction with any other sanction.

4.11 Discretionary Requirements

- 4.11.1 Carmarthenshire County Council has powers under certain legislation to impose Variable Monetary Penalties and Non-Monetary Discretionary Requirements.
- 4.11.2 Variable Monetary Penalties may be imposed up to a maximum level set out in the relevant legislation.
- 4.11.3 Non-Monetary Discretionary Requirements are requirements to take steps to ensure that a breach does not continue or recur. Where Carmarthenshire County Council chooses to impose Non-Monetary Discretionary Requirements, it will clearly set out what those steps should be and the time period within which they must be completed. A failure to comply with the requirements is likely to result in a financial penalty.
- 4.11.4 Carmarthenshire County Council may use Variable Monetary Penalties and Non-Monetary Discretionary Requirements in combination.

4.12 Proceeds of Crime

- 4.12.1 Where applicable, Carmarthenshire County Council may make an application under the Proceeds of Crime Act 2002 for the restraint/confiscation of assets.

5.0 Working in Partnership

- 5.1 If an offender commits offences in a number of Local Authority areas it may be more appropriate for one Council to take a prosecution for all offences, including ones that took place outside of its area.
- 5.2 Where an offender commits offences across different Local Authority areas, consideration will be given to the provisions in s.101 of the Local Government Act 1972, which allows for one Local Authority to instigate a prosecution on another's behalf.
- 5.3 Carmarthenshire County Council will work closely with our partners, including other local Authorities and other Agencies. As such, we will exchange information on enforcement activities with our partner organisations and we will do so in accordance with any established methods of information sharing and legal requirements. A decision may be made for a case to be passed to a third party for further action.

6.0 Review

We will review this enforcement Policy annually or where there are any significant changes (for example, to legislation).

Mae'r dudalen hon yn wag yn fwriadol

CARMARTHENSHIRE COUNTY COUNCIL SERVICE STANDARDS

What You Can Expect from Regulatory Services in Carmarthenshire
County Council

This document explains what you can expect of Regulatory Services in Carmarthenshire County Council. Whether you are a business owner, an employee or a member of the public, we are committed to providing you with an efficient, courteous and helpful service. This document tells you how we aim to do this and what standards we will meet.

Areas We Regulate

We deliver Regulatory Services in a number of areas namely:

- Environmental Health
- Trading Standards
- Licensing (including children's employment and performance licences)
- Animal Welfare
- Private Sector Housing
- Public Sector Housing
- Planning
- Building Regulation
- Waste Regulation
- Highways
- School attendance
- Benefit Regulation

And any other area that may become applicable by statute.

How We Deliver Our Services

The Regulatory Services within Carmarthenshire County Council make a fundamental contribution to the maintenance and improvement of public health, quality of life, education, and wellbeing. Our aims are to:

- Protect the public, businesses and the environment from harm
- Support the local economy to grow and prosper
- Make Carmarthenshire a better place in which to live, work, learn, and do business.

Carmarthenshire County Council will determine our activities by assessing the needs of local people and our business community, and consider the risks that require addressing.

Carmarthenshire County Council operates under the Principles of the National Intelligence Model (NIM). The aim is to prioritise work and improve regulatory outcome with proportionate response, without imposing unnecessary burdens on business/individuals.

Carmarthenshire County Council believes that 'prevention is better than cure' and that, through actively working with businesses and the community providing advice and assistance with compliance, we can reduce the need for enforcement action.

All our activities are carried out in a way that supports those we regulate to comply and grow:

- We ensure that information, guidance and advice is available to help you to meet legal requirements.
- We carry out inspections and other activities to check compliance with legal requirements, and we target these checks where we believe they are most needed.
- We deal proportionately with breaches of the law as set out in our Enforcement Policy, including taking firm enforcement action when necessary. In adopting our Enforcement Policy we have had due regard to the Regulators Code published by the Better Regulation Delivery Office.

You are welcome to contact Carmarthenshire County Council in Welsh or English. We are happy to deal with enquiries and receive questions in both Languages.

Working with You

In all your dealings with us you can expect, and will receive, an efficient and professional service. Our officers will be courteous and polite. They may/will, where appropriate:

- Identify themselves in dealings with you, and provide you with contact details
- Seek to gain an understanding of how your business operates
- Provide details of how to discuss any concerns you may have
- Agree timescales, expectations and preferred methods of communication with you
- Ensure that you are kept informed of progress on any outstanding issues.

We recognise that you will receive advice and inspections from other organisations, and we will do our best to work with them to ensure that you receive the best service.

Inspections and Other Compliance Visits

We monitor and support compliance in a number of different ways, including inspections, sampling visits, test purchases, advisory visits and complaint investigations. These visits will always be based on an assessment of risk.

When we visit you our officers may/will, where appropriate:

- Explain the reason and purpose of the visit
- Carry their identification card, and present it on request when visiting your premises
- Exercise discretion
- Act in a confidential manner
- Have regard to your approach to compliance, and use this information to inform future interactions with you
- Provide information, guidance and advice to support you in meeting your statutory obligations, if required
- Provide a written record of the visit where appropriate.

Responding to Non-Compliance

Where any failure to meet legal obligations is identified, Carmarthenshire County Council will respond proportionately, taking account of the circumstances, in line with our Enforcement Policy [*add link*].

Where we require you to take action to remedy any failings we may/will, where appropriate:

- Explain the nature of the non-compliance
- Discuss what is required to achieve compliance, taking into account your circumstances
- Clearly explain any advice, actions required or decisions that we have taken
- Agree timescales that are acceptable to both you and us, in relation to any actions required
- Explain what will happen next
- Keep in touch with you, where required, until the matter is resolved

How to Contact Us

E-mail: direct@carmarthenshire.gov.uk

Text 07892 345678

*Tel: 01267 234567

We are open Monday – Friday, 08:45 – 18:00. Our quieter times are generally between 4.30pm and 6.00pm.

*Calls may be recorded as part of our commitment to training, audit and quality assurance.

In Person:

We aim for our three Customer Service Centres in Ammanford, Carmarthen and Llanelli to be easily accessible to customers, and to provide facilities for people with impaired hearing, private interview rooms, comfortable waiting areas and access to a language interpretation service.

Please note that all Customer Service Centres are closed on the first Wednesday morning of each month until 1.00pm for training and team briefing purposes.

Appointments

All of our Customer Service Centres operate an appointments system. The aim is to improve the customer experience and improve service delivery. You can now book an appointment at any of our Customer Service Centres in Ammanford, Carmarthen and Llanelli at a date and time to suit you.

If you wish to make an appointment or to discuss any Council matter then please telephone our Contact Centre on 01267 234567. You are able to book and manage our appointments online.

We will seek to work with you in the most appropriate way to meet your individual needs. We can make information available in different formats, and have access to translation and interpretation services.

If you contact us we will ask you for your name and contact details to enable us to keep in touch with you as the matter progresses. We treat all contact with the service in confidence unless you have given us permission to share your details with others as part of the matter we are dealing with on your behalf, or there is an operational reason why we need to do so. We will respond to anonymous complaints and enquiries where we judge it appropriate to do so.

Personal data will be managed in accordance with Carmarthenshire's County Council's Data Protection Policy.

<http://www.carmarthenshire.gov.wales/home/council-democracy/data-protection/>

Having Your Say

Appeals

Where we take enforcement action and there is a statutory right to appeal, you will be informed of this at the appropriate time.

Compliments and Complaints

We recognise that everyone has a right to make a complaint and we can learn valuable lessons from them. Your complaint may well improve things for everyone.

We would like to know when you have been impressed or pleased with our service. We can use these examples to thank our staff who gave the good service, and share best practice amongst our staff.

How to Make a Complaint or Compliment

You can make a complaint or compliment in a number of ways. You can:

- Complete our online form:

<http://www.carmarthenshire.gov.wales/home/council-democracy/contact-us/complaints-compliments/#.WMkBFk1ijIU>

- Download our [Customer Complaints & Compliments Procedure \(.pdf\)](#)
- E-mail: complaints@carmarthenshire.gov.uk | compliments@carmarthenshire.gov.uk
- Fax: 01267 224636
- Text-phone: 01267 228659
- Visit any of our [Customer Service Centres](#)
- Write a letter to: Complaints and Compliments Team, Chief Executive's Department, Carmarthenshire County Council, County Hall, Carmarthen SA31 1JP

If you have any special requirements to assist you to make a complaint or compliment please contact 01267 234567.

Mae'r dudalen hon yn wag yn fwriadol

Y BWRDD GWEITHREDOL 26 MAWRTH, 2018

ASESIAD O ANGHENION LLETY SIPSIWN A THEITHWYR AR GYFER SIR GAERFYRDDIN (2016)

Y Pwrpas:

Tynnu sylw at ganlyniadau'r Asesiad o Anghenion Llety Sipsiwn a Theithwyr ar gyfer Sir Gaerfyrddin a chytuno i'w gyhoeddi ar wefan y Cyngor.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

1. Cyhoeddi'r Asesiad o Anghenion Llety Sipsiwn a Theithwyr ar gyfer Sir Gaerfyrddin ar wefan y Cyngor.
2. Cadarnhau y byddwn yn gweithio gyda'r gymuned Sipsiwn a Theithwyr yn y Sir i ddatblygu cynlluniau i ddiwallu unrhyw angen a nodwyd yn y dyfodol.

Y Rhesymau:

- Mae'n ofynnol i'r holl awdurdodau lleol yng Nghymru gyhoeddi'r asesiad ar ôl iddo gael ei gymeradwyo gan Lywodraeth Cymru. Cafodd asesiad Sir Gaerfyrddin ei gymeradwyo gan Lywodraeth Cymru ar y 28 Mawrth, 2017.
- Er mwyn sicrhau bod sylw yn cael ei roi i'r angen a nodwyd yn y dyfodol mewn perthynas â'r gymuned Sipsiwn a Theithwyr a bod unrhyw gynlluniau yn briodol.

Angen ymgynghori â'r Pwyllgor Craffu perthnasol : NAC OES

Angen i'r Bwrdd Gweithredol wneud penderfyniad Oes - 26 Mawrth, 2018

Angen i'r Cyngor wneud penderfyniad Nac oes

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:-

Y Cyngorydd Linda Davies Evans (Deiliad y Portffolio Tai)

Y Gyfarwyddiaeth

Cymunedau

Enw Pennaeth y Gwasanaeth:
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**EXECUTIVE SUMMARY
EXECUTIVE BOARD
26TH MARCH, 2018**

**CARMARTHENSHIRE'S GYPSY & TRAVELLER ACCOMMODATION NEEDS
ASSESSMENT (2016)**

Purpose:

To highlight the results of the Gypsy and Traveller Accommodation Needs Assessment (GTAA) for Carmarthenshire (2016) and agree to publish on the Council's web-site.

Context

The aim of the Gypsy and Traveller Accommodation Assessment was to provide an assessment of current and future need for gypsy and traveller accommodation in Carmarthenshire.

When completed and approved by the WG, it must be published. Carmarthenshire's GTAA was approved by WG on 28th March 2017, with the initial draft having been presented to WG in February 2016.

It is also expected that the GTAA will be used as a credible evidence base which can be used to aid in the understanding of the provision of pitches required within the Local Development Plan (LDP). Carmarthenshire's LDP is currently under review and therefore the assessment could be used as useful groundwork on further studies on future accommodation needs as part of this process.

The methodology and results of the GTAA

The methodology was a combination of desk-based research, stakeholder interviews and engagement with members of the gypsy and travelling community. A range of local stakeholders served on a project steering group. The baseline date for the study was January 2016.

The results of the assessment did highlight a future additional pitch need for Gypsies and Travellers, and Travelling Showpeople. It did not, however, identify a need for a transit site or temporary stopping places in Carmarthenshire.

It should also be noted, however, that any plans for additional provision should reflect the current circumstances and take account of any developments that have taken place since the assessment was carried out.

What do we need to do next?

It is important that the results of the GTAA are formally published as soon as possible. We will also work with the Gypsy and Traveller community, and their representatives, to develop sustainable plans for any future provision identified. Any future plans will be the subject of a further report for consideration.

Recommendations

To publish the Gypsy and Traveller Accommodation Needs Assessment for Carmarthenshire on the Council's web-site.

To confirm that we will work with the Gypsy and Traveller community in the County to develop plans to meet any identified need in the future.

**DETAILED REPORT
ATTACHED?**

YES - Carmarthenshire Gypsy & Traveller Accommodation Assessment, December 2016

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: Robin Staines, Head of Homes and Safer Communities

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

1. Policy, crime & disorder and equalities

The Council has a statutory duty under the Equalities Act 2010 to:

eliminate discrimination;

advance equality of opportunity; and

foster good relations between different people when carrying out its activities.

Publication of the GTAA is an essential step as part of addressing the accommodation needs of these communities.

2. Legal

Publication of the assessment, once it has been approved by Welsh Government, is a requirement of the Welsh Government guidance on gypsy and traveller needs assessments. Failure to publish may place Carmarthenshire at a risk of legal challenge.

5. Risk management issues

There is a risk of reputational damage to the council should the publication of the assessment be delayed.

7. Physical assets

This report does not itself make any recommendations in respect of either acquiring or disposing of physical assets. However, there may be implications for the Council's physical assets as we work with gypsies and travellers to develop an action plan to address the needs identified in the assessment.

CONSULTATIONS

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

Signed: Robin Staines Head of Homes and Safer Communities

1. Scrutiny Committee Not applicable

2. Local Member(s) County-wide – not applicable

3. Community / Town Council County-wide – not applicable

4. Relevant Partners Gypsies and travellers, and their representatives, were involved in the preparation of the GTAA.

5. Staff Side Representatives and other Organisations Relevant staff were involved in the development of the GTAA

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
Undertaking Gypsy and Traveller Accommodation Assessments, May 2015		http://gov.wales/topics/people-and-communities/communities/communitycohesion/gypsytravellers/accommodation-needs/?lang=en

Carmarthenshire Gypsy and Traveller Accommodation Assessment



**Final Report (v3)
December 2016**



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1. Executive Summary

Introduction and Methodology

- 1.1 The primary objective of the 2015 Gypsy and Traveller Accommodation Assessment (GTAA) is to provide a robust assessment of current and future need for Gypsy and Traveller accommodation in Carmarthenshire. It is a robust and credible evidence base which can be used to aid in the understanding of, and the provision of Traveller pitches and plots for the Local Development Plan period to 2021. With respect to the post development plan period, it is unclear as to its future direction, and/or make up; however the evidence provided within this assessment establishes much of the groundwork which can be used for further studies on future accommodation needs.
- 1.2 The GTAA has sought to understand the accommodation needs of the Gypsy and Traveller population in Carmarthenshire through a combination of desk-based research, stakeholder interviews and engagement with members of the Travelling Community. In addition a range of local stakeholders were invited to sit on a Project Steering Group. A total of 24 interviews were completed with Gypsies and Travellers living on authorised and unauthorised sites representing a response rate of 67%. In addition a total of 19 interviews were completed with Travellers living in bricks and mortar (this is a very high figure when compared to the majority of GTAA's completed by other local authorities in Wales and England). 9 interviews were also completed with Travelling Showpeople living on 3 yards, and 3 interviews with households living in bricks and mortar.
- 1.3 The baseline date for the study is January 2016.

Key Demographic Findings – Gypsies and Travellers

- 1.4 Ethnicity data was captured from all of the households that were interviewed on the Gypsy and Traveller sites. The sites in Carmarthenshire are occupied by a mixture of Irish Travellers, Welsh Gypsies and Romany Gypsies.
- 1.5 In total the site interviews covered 70 residents living on Gypsy and Traveller sites. This was made up of 38 adults and 32 children and teenagers aged under 18. This equates to 54% adults and 46% children and teenagers. When the demographics for the households in bricks and mortar are added these proportions change to 56% adults and 44% children and teenagers aged under 18. Demographic information showed a mixed range of ages across the sites, though a higher proportion of the site population were younger when compared to the overall population (the settled community and the Gypsy or Irish Traveller community) of Carmarthenshire (2011 Census).

Key Demographic Findings – Travelling Showpeople

- ^{1.6} In total the interviews covered 19 residents living on Travelling Showpeople yards. This was made up of 15 adults and 4 teenagers aged under 18, and is a far lower proportion of children and young people when compared to the Gypsy and Traveller site population.

Additional Pitch Needs – Gypsies and Travellers

- ^{1.7} The Welsh Government Guidance requires an assessment of need for the Local Development Plan period to 2021. The estimated provision that is needed in Carmarthenshire for the Local Development Plan period to 2021 is for **30 additional pitches**. This will address the needs of all identifiable Gypsy and Traveller households, and includes existing households on unauthorised sites and households living in unsuitable accommodation. This also includes movement from conventional housing and the expected growth in household numbers due to new household formation, as well as an element of supply and household dissolution. A large proportion of this need has arisen from households living in bricks and mortar and new household growth from within these households. A large number of these households had previously lived on the public site at Penybryn.
- ^{1.8} A detailed breakdown which sets out the components that make up this additional need, together with any other issues that have been taken into consideration are included in **Chapter 6** of this report.

Additional Need - Travelling Showpeople

- ^{1.9} Interviews were completed with all households living on the 3 yards that were identified in Carmarthenshire, together with an additional 3 interviews with households living in bricks and mortar.
- ^{1.10} Based on the evidence presented in this study the estimate additional plot provision needed for Travelling Showpeople in Carmarthenshire for the Local Development Plan period to 2021 is for **5 additional plots**. This will address the needs of all identifiable Travelling Showpeople households, and includes existing households on unauthorised sites, concealed households, and the expected growth in household numbers due to new household formation.

Transit Provision

- ^{1.11} Analysis of the number of unauthorised caravans recorded in the Welsh Government Gypsy and Travellers Caravan Count since 2006 shows a gradual increase in the number of unauthorised caravans from 5 to 20. However following the work undertaken during this assessment the GTAA now records only caravans on 9 pitches on tolerated or unauthorised sites.
- ^{1.12} Analysis of the Council's records of unauthorised encampments since 2013 shows that there have been a total of just 17 between April 2013 and October 2015. Of these 8 have been by a single family group that are known to the Council and are now living in social housing in Llanelli, 6 have been unknown families who have only stayed for a short period of time, and 1 was a group of Irish Travellers who stated that they had no permanent accommodation needs in Carmarthenshire.
- ^{1.13} Outcomes from the household interviews showed that less than 40% of households that were interviewed in Carmarthenshire felt that there was a need for more transit sites in Wales, and just 2 households stated that they had camped by the roadside/on an unauthorised encampment/or on a transit site in Wales in the

past 12 months. As such it is recommended that there is **no need for the Council to provide a transit site or temporary stopping places** in Carmarthenshire. However the Council should continue to monitor the number of unauthorised encampments and consider the use of Negotiated Stopping Arrangements to deal with short-term transient stops.

2. Background and Policy Context

The Study

- 2.1 Opinion Research Services (ORS) were appointed by Carmarthenshire County Council (the Council) in July 2015 to complete a robust and up-to-date needs assessment of accommodation for Gypsies and Travellers residing and resorting in Carmarthenshire for the Local Development Plan period to 2021.
- 2.2 The study provides an evidence base to enable the Council to comply with their requirements towards Gypsies and Travellers under Section 3 of the Housing (Wales) Act 2014.
- 2.3 The GTAA provides a robust assessment of need for Gypsy and Traveller accommodation in Carmarthenshire. It is a robust and credible evidence base which can be used to aid in the understanding of, and the provision of Traveller pitches and plots for the Local Development Plan period to 2021. With respect to the post development plan period, it is unclear as to its future direction, and/or make up; however the evidence provided within this assessment establishes much of the groundwork which can be used for further studies on future accommodation needs.
- 2.4 We would note at the outset that the study covers the needs of Gypsies (including English, Scottish, Welsh and Romany Gypsies), Irish Travellers, New (Age) Travellers, and Travelling Showpeople, but for ease of reference we have referred to the study as a Gypsy and Traveller Accommodation Assessment (GTAA). Separate assessments of need have been completed for Gypsies and Travellers, and Travelling Showpeople due to the different components of needs associated with these groups of Travellers.
- 2.5 The baseline date for the study is January 2016.

Legislation and Guidance

Housing (Wales) Act 2014

- 2.6 Part 3 of the Housing (Wales) Act 2014 (the Act) requires that a local housing authority should carry out a new assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area between February 2015 and February 2016.
- 2.7 Section 102 of the Act requires that local authorities must prepare a report which they must submit to Welsh Ministers for approval that:
 - » details how the assessment was carried out;
 - » contains a summary of:
 - the consultation it carried out in connection with the assessment, and
 - the responses (if any) it received to that consultation;
 - » details the accommodation needs identified by the assessment.

- 2.8 Once approved the local housing authority must publish the assessment.
- 2.9 If need is identified in the GTAA report, Section 103 of the Act requires that a local authority must exercise its powers in Section 56 of the Mobile Homes (Wales) Act 2013 so far as may be necessary to meet those needs.
- 2.10 Section 106 of the Act sets out that local authorities should have regard to any guidance given by Welsh Ministers. Guidance on Undertaking Gypsy and Traveller Accommodation Assessments was published in May 2015.
- 2.11 This guidance covers the following issues:
- » Why a specific GTAA is required?
 - » What should be produced?
 - » Who needs to be consulted?
 - » What data sources need to be reviewed?
 - » Understanding the culture of Gypsy and Traveller communities.
 - » How to identify and communicate with Gypsies and Travellers?
 - » How to design, manage and undertake a GTAA?
 - » Support with partnership working and working regionally.
 - » Exploring specialist surveys, techniques and questions to be used.
 - » How accommodation 'need' is assessed?
 - » Submitting reports to Welsh Ministers.
 - » How to make provision for identified need?
- 2.12 Section 108 of the Act sets out that:
- » **Accommodation needs** - includes, but is not limited to, needs with respect to the provision of sites on which mobile homes may be stationed;
 - » **Gypsies and Travellers** – means persons of a nomadic habit of life, whatever their race or origin, including persons who, on grounds only of their own or their family's or dependant's educational or health needs or old age, have ceased to travel temporarily or permanently, and members of an organised group of travelling show people or circus people (whether or not travelling together as such), and all other persons with a cultural tradition of nomadism or of living in a mobile home;
 - » **Mobile home** - has the meaning given by section 60 of the Mobile Homes (Wales) Act 2013.

Mobile Homes (Wales) Act 2013

- 2.13 The GTAA Guidance sets out the requirement that local authorities have to meet a legal duty to exercise their functions to provide mobile home pitches to meet any identified needs. These are set out in Section 56 of the Mobile Homes (Wales) Act 2013.
- 2.14 In this Act "*mobile home*" means:

- » *Any structure designed or adapted for human habitation which is capable of being moved from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer) and any motor vehicle designed or adapted for human habitation, but does not include any railway rolling stock which is for the time being on rails forming part of a railway system, or any tent.*
- » *A structure designed or adapted for human habitation which is composed of not more than 2 sections separately constructed and designed to be assembled on a site by means of bolts, clamps or other devices, and is, when assembled, physically capable of being moved by road from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer).*

Planning Circulars 30/2007 and 78/91

- ^{2.15} In December 2007 Welsh Assembly Government guidance on Planning for Gypsy and Traveller Caravan Sites was published in the form Circular 30/2007. This document formed the previous framework around which a GTAA study was to be based, and provided updated guidance on the planning aspects of finding sustainable sites for Gypsies and Travellers and how local authorities and Gypsies and Travellers can work together to achieve this aim.
- ^{2.16} Planning advice relating to Travelling Showpeople was provided in Welsh Office Circular 78/91 and this was not revoked by Circular 30/2007. This recognises the more specific needs of Travelling Showpeople, and in particular the requirement to provide for storage and maintenance need, as well as residential need – often on a seasonal basis. It also sets out that local authorities should be willing to discuss the needs of Travelling Showpeople at an early stage of the development plan process and to seek to *help the Showpeople to help themselves*.

Welsh Government Designing Gypsy and Traveller Sites Guidance

- ^{2.17} In order to assist local authorities in meeting need for Gypsies and Travellers the Welsh Government published this guidance in May 2015. This is intended as a guide to assist Local Authorities in providing appropriate services at reasonable cost to the public purse for Gypsies and Travellers living on residential sites in Wales. It contains practical guidance to assist local authorities to ensure sites are fit-for-purpose. This guidance is not statutory. However, it is hoped that following this guidance will help local authorities and others in the development and improvement of Gypsy and Traveller sites in their area, and will form part of the consideration of the Welsh Government in assessing applications for Sites Capital Grant funding in relation to Gypsy and Traveller sites.

Local Development Plan Policies

Gypsies and Travellers

- ^{2.18} The Local Development Plan (LDP) for Carmarthenshire was adopted in December 2014. This included a specific criteria based policy H7 in relation to Gypsy and Traveller Sites.

Policy H7 – Gypsy and Traveller Sites

Proposals for Gypsy and Traveller caravan sites or extensions to existing permitted sites will be allowed provided that:

The proposed location is reasonably accessible to a range of facilities and services, including existing community, social, and educational provisions, and being within close proximity of main transport routes;

The proposal will not be detrimental to nearby residents and adjoining land uses by virtue of noise or other disturbances;

The site is capable of being serviced with water, electricity, sewage and waste disposal;

There is no adverse effect on the landscape/townscape or the setting and integrity of the historic environment.

Strategic Objectives Supported: SO1, SO2, SO3, SO8, SO9, SO11 and SO14.

This policy should be read in conjunction with other relevant policies and proposals of this LDP.

6.2.38 WG Circular 30/2007 (Planning for Gypsy and Traveller Caravan Sites) requires local planning authorities to make provision for Gypsy and Traveller caravan sites through site allocation, where a need is identified, along with criteria-based policies.

6.2.39 The most recent Welsh Government bi-annual gypsy traveller caravan count (January 2013) and other sources of information identifies that there are no current habitable Local Authority pitches available at Penybryn, Llanelli to cater for the requirement of Gypsy Travellers within the County.

6.2.40 It is considered that a careful land take-up and site monitoring presents the best available option to identify Gypsy Traveller requirements. The Council will identify a caravan site for gypsies and travellers should an unmet need be identified for Carmarthenshire within the monitoring and review stages of the LDP.

6.2.41 Applicants will need to demonstrate that they meet the definition of a Gypsy Traveller as defined within WG circular 30/2007 'Planning for Gypsy and Traveller Caravan Sites'.

6.2.42 Any application must include evidence to prove why a new site or extension to an existing site is required at that location. Such information should include evidence of a lack of availability of suitable permanent or transit pitches on existing sites.

6.2.43 Any proposal for new sites or extensions to existing sites must have good access to services, particularly essential services such as primary schools and doctor's surgeries. The stipulation within the policy that sites should be within close proximity of main transport routes emphasises the importance of sustainability in the selection of potential sites. In this regard, appropriate locations related to settlements as defined within the LDP (Policy SP3 – Sustainable Distribution – Settlement Framework) with their facilities and services, supports the strategic objectives of the Plan and underpins its strategy.

6.2.44 Regard should be had to paragraph 6.6.20 and the effect of proposals on European protected species. It should also be noted that where considered appropriate a project level HRA may be required in relation to future proposed sites.

Rural Exception Policies

- 2.19 Local authorities can also authorise private sites in rural areas under a rural exceptions policy. Planning for Gypsy and Traveller Caravan Sites notes that:

'If the Accommodation Needs Assessment shows that new sites are needed, in rural areas your council should think about having a 'Gypsy and Traveller caravan rural exception site' policy in the Local Development Plan. This type of policy allows new sites to be developed on land which is next to a village or town, but where new housing would not normally be allowed. Councils can use rural exceptions policies for affordable housing for people who already live in the area, or for people who have links with local families or jobs.'

- 2.20 Whilst the Gypsy and Traveller Sites Policy H7 is not a rural exception policy, it does not strictly adopt the approach that new gypsy sites should be located within development limits but sets out that the proposed location should be reasonably accessible to a range of facilities and services, and within close proximity of main transport routes. The Council feel that this policy is much more flexible and lenient than in previous development plans and that it should cover the issue of rural exception. As set out above an applicant would need to evidence why they have to be on that site as set out in paragraphs 6.2.42 and 6.2.43 of the LDP.
- 2.21 The Council do have specific exception policies under AH2 and AH3 in the LDP which allow for development in the countryside if it is for affordable housing, and that these dwellings will be tied through a legal agreement. In addition for local need dwellings, Technical Advice Note 6 – Planning for Sustainable Rural Communities (2010) sets out the instances where exceptions may be considered appropriate. However none of these refer specifically to the development of Gypsy and Traveller sites.

Call for Sites 2013

- 2.22 To support the preparation of the LDP the Council issued a Call for Gypsy Sites in January 2013. This invited landowners, developers, and any other interested parties to put forward sites for Gypsy and Traveller accommodation with a view to them being considered for inclusion within the LDP.
- 2.23 As a result of this a total of 3 sites were put forward:
- » Land at Berwick Bynea.
 - » Land at Penprys Road.
 - » Land at Gypsy Lane Llangennech.
- 2.24 The Council completed an assessment of the 3 sites, including seeking views from members of the public and other interested parties, and subsequently concluded that none of the sites met the assessment criteria and that all 3 would therefore not be seen as appropriate for consideration as locations for a new Gypsy and Travellers site.

Gypsy and Traveller Community Strategy 2011-2014

- ^{2.25} In 2011 the Council, together with members of the Travelling Community and other key local stakeholders, prepared and published its first Gypsy and Traveller Community Strategy covering the period 2011-2014. This had 4 primary aims:
- » To improve the local authority owned Gypsy and Traveller site.
 - » To improve mutual understanding and trust between Gypsy and Traveller communities and the settled communities.
 - » To deal with unauthorised encampments fairly.
 - » To ensure fair access to services including health and education.
- ^{2.26} The Strategy sought to identify existing provision for Gypsies and Travellers in Carmarthenshire and to identify any specific needs in relation to housing need, accessing education and training, and health needs. It also sought to gain a better understanding of the needs of households living on unauthorised encampments, as well as wider travelling patterns.
- ^{2.27} The outcomes of the Strategy were a series of commitments from the Council relating to meeting the 4 primary aims. These are set out below:

To improve the Council-owned Gypsy and Traveller site

We will do this by:

- Establishing a project group to oversee future improvements and feasibility of the site.
- Considering ways of involving residents in improving the site.
- Improving site standards to meet the Carmarthenshire Homes Standard, Design Guidance.
- Establishing and agreeing long-term management arrangements for the site in consultation with the site residents.
- Surveying the site to evaluate accurate costs to bring it up to standard, considering options for funding and producing and implementing the work programme.
- Reviewing our procedures for the management of the site to take into account the Good Practice Guide on managing Gypsy and Traveller sites.
- Reviewing tenancy conditions and enforcement procedures to make conditions and security of tenure more like those in our general housing stock and to take into account legislative changes under the Mobile Homes Act 1983.

Improve mutual understanding and trust between Gypsy and Traveller communities and the settled communities

We will do this by:

- Contributing to local events around culture highlighting the work of gypsies and travellers in Carmarthenshire.
- Hosting a photographic exhibition of Gypsies and Travellers in local libraries.
- Publishing a feature article in Community News about Gypsies and Travellers in Carmarthenshire.

To deal with unauthorised encampments fairly through carrying out joint procedures and partnership working with the Police and other agencies

We will do this by:

- Developing a joint working protocol with agencies such as Education and the Police in order to make sure there is an effective response to unauthorised encampments in the County.
- Preparing guidance and advice leaflets.
- Distributing the procedure to make sure staff are aware of responsibilities.

Ensure fair access to services including health and education

We will do this by:

- Carrying out annual needs mapping of the need for housing-related support.
- Providing housing-related support to Gypsies and Travellers based on these needs.
- Carrying out a Gypsy and Traveller count for WAG every year.
- Reviewing our planning policy to reflect the requirements of WAG circular 30/2007.
- Improving our understanding of the education of Gypsy and Traveller children and encouraging access to education.
- Engaging with Gypsies and Travellers on private sites in order to identify their issues and needs.
- Providing services for Gypsies and Travellers on private sites to make sure they have the same access to resources as the rest of the population.
- Maintaining close links with schools to make sure that all Gypsy and Traveller children are identified.
- Supporting schools in awareness-raising activities to create a better understanding of Gypsy and Traveller history and culture.
- Liaising with all schools to facilitate transition into secondary education so that parents are engaged in planning and have a clearer understanding of what to expect.
- Liaising with Gypsy and Traveller families and education welfare officers to gain an understanding of the issues around attendance such as travel, wider social issues, and current educational provision in a variety of settings.
- Ensuring that post-16 opportunities are explained clearly to pupils and parents and how these can be beneficial in furthering not only academic progress but also provide enhanced training opportunities for traditional vocational skills.
- Providing opportunities for “catch-up” skills in literacy and numeracy, therefore facilitating a firmer base for accessing a wider range of curriculum subjects.
- Liaising with “fairground travellers” to help facilitate opportunities for e-learning for those who require it.

Definition of Key Terms

2.28 The 2015 GTAA Guidance contains common definitions that have been used in the Guidance and that will also be used in the GTAA Report. These are set out in the table below:

Gypsies and Travellers	<p>(a) Persons of a nomadic habit of life, whatever their race or origin, including:</p> <p>(1) Persons who, on grounds only of their own or their family's or dependant's educational or health needs or old age, have ceased to travel temporarily or permanently, and</p> <p>(2) Members of an organized group of travelling show people or circus people (whether or not travelling together as such); and</p> <p>(b) All other persons with a cultural tradition of nomadism or of living in a mobile home.</p> <p>Source: Section 108, Housing (Wales) Act 2014</p>
Residential site	<p>A permanent residential site can be privately owned or owned by the Local Authority. This site will be designated for use as a Gypsy and Traveller site indefinitely. Residents on these sites can expect to occupy their pitches for as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013.</p> <p>Working space may also be provided on, or near, sites for activities carried out by community members.</p>
Temporary residential site	<p>These sites are residential sites which only have planning permission or a site licence for a limited period. Residents on these sites can expect to occupy their pitches for the duration of the planning permission or site licence (or as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013 – whichever is sooner).</p>

Transit site	<p>Transit sites are permanent facilities designed for temporary use by occupiers. These sites must be designated as such and provide a route for Gypsies and Travellers to maintain a nomadic way of life. Individual occupiers are permitted to reside on the site for a maximum of 3 months at a time.</p> <p>Specific terms under the Mobile Homes (Wales) Act 2013 apply on these sites. Working space may also be provided on, or near, sites for activities carried out by community members</p>
Temporary Stopping Place	<p>Also known as a 'stopping place', 'Atchin Tan', or 'green lane', amongst other names. These are intended to be short-term in nature to assist Local Authorities where a need for pitches is accepted, however, none are currently available. Pro-actively identified temporary stopping places can be used to relocate inappropriately located encampments, whilst alternative sites are progressed.</p> <p>Temporary stopping places must make provision for waste disposal, water supply and sanitation at a minimum.</p>
Residential pitch	<p>Land on a mobile home site where occupiers are entitled to station their mobile homes indefinitely (unless stated in their pitch agreement). Typically includes an amenity block, space for a static caravan and touring caravan and parking.</p>
Transit pitch	<p>Land on a mobile home site where occupiers are entitled to station their mobile homes for a maximum of 3 months.</p> <p>Transit pitches can exist on permanent residential sites, however, this is not recommended.</p>
Unauthorised encampment	<p>Land occupied without the permission of the owner or without the correct land use planning permission. Encampments may be tolerated by the Local Authority, whilst alternative sites are developed.</p>

Unauthorised development	Land occupied by the owner without the necessary land use planning permission.
Current residential supply	The number of authorised pitches which are available and occupied within the Local Authority or partnership area. This includes pitches on Local Authority or private sites.
Current residential demand	<p>Those with a need for authorised pitches for a range of reasons, including:</p> <p>An inability to secure an authorised pitch leading to occupation of unauthorised encampments;</p> <p>An inability to secure correct planning permission for an unauthorised development;</p> <p>Households living in overcrowded conditions and want a pitch;</p> <p>Households in conventional housing demonstrating cultural aversion;</p> <p>New households expected to arrive from elsewhere.</p>
Future residential demand	The expected level of new household formation which will generate additional demand within the 5 year period of the accommodation assessment and longer LDP period.
Overall residential pitch need	The ultimate calculation of unmet accommodation need, which must be identified through the Gypsy and Traveller accommodation assessment process. This figure can be found by adding the immediate residential need to the future residential demand. The overall residential need will capture the needs across the 5 year period within which the accommodation assessment is considered to be robust.
Planned residential pitch supply	The number of authorised pitches which are vacant and available to rent on Local Authority or private sites. It also includes pitches which will be vacated in the near future by households

	moving to conventional housing or in other circumstances. Additional pitches which are due to open or private sites likely to achieve planning permission shortly should be included as planned residential supply.
Household	In this guidance this refers to individuals from the same family who live together on a single pitch / house / encampment.
Concealed or 'doubled-up' household	<p>This refers to households which are unable to achieve their own authorised accommodation and are instead living within authorised accommodation (houses or pitches) assigned to another household.</p> <p>This may include adult children who have been unable to move home or different households occupying a single pitch.</p>
Household growth	In this guidance household growth is defined by the number of new households arising from households which are already accommodated in the area.

3. Analysis of Existing Data

- 3.1 The purpose of this section of the GTAA is to set out current information relating to the Gypsy and Traveller population in Carmarthenshire including previous assessments of need, socio-demographic data, caravan count data and the current provision of accommodation.

Current and Previous GTAAs

- 3.2 The Carmarthenshire Gypsy and Traveller Community Strategy states that a needs assessment was completed during 2009. A total of 28 interviews were completed with households living on the public site at Penybryn, on private sites, in bricks and mortar and on a roadside encampment. However as there was no robust methodology in place no formal assessment of need was made at this time.
- 3.3 During 2012 the Council completed a further informal assessment of accommodation needs for Gypsies and Travellers in order to gather evidence for the pending Local Development Plan.

Population Data – 2011 Census

- 3.4 Analysis of 2011 Census data relating to the Gypsy and Traveller population identified a total of 120 households and 335 individuals who identified themselves as Gypsies or Irish Travellers living in Carmarthenshire – representing just 0.2% of the population as a whole. It is likely that this is an under-estimate given the accepted lower than average levels of response to the Census from the members of the Gypsy and Traveller community.
- 3.5 Evidence to support this under-estimate can be found in an ONS Report that was published in January 2014 entitled *What does the 2011 Census tell us about the Characteristics of Gypsy or Irish Travellers in England and Wales?* This states that:

In the 2011 Census for England and Wales, 58,000 people chose to identify themselves as Gypsy or Irish Traveller. Estimates for the UK from other sources vary between 82,000 to 300,000. Variations in the definitions used for this ethnic group has made comparisons between estimates difficult. For example, some previous estimates for Gypsy or Irish Travellers have included Roma or have been derived from counts of caravans rather than people's own self-identity. Historical difficulties in collecting robust data, for example the group's concerns about official data collections/fear of discrimination have inhibited a true picture of Gypsy or Irish Travellers in England and Wales being gathered.

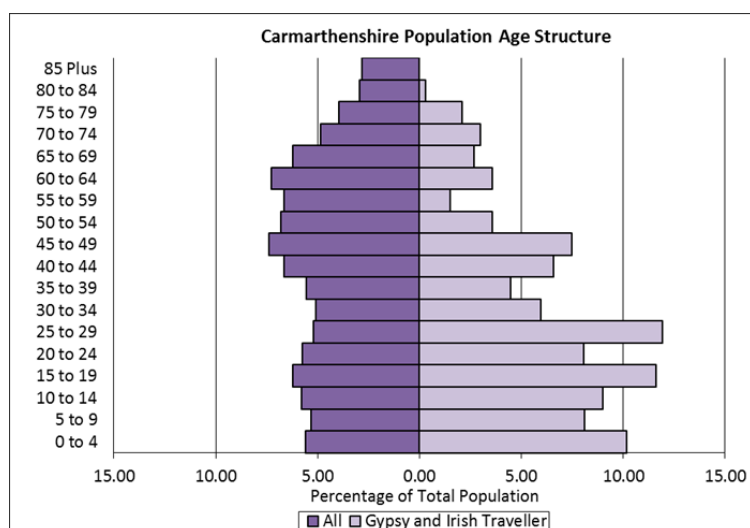
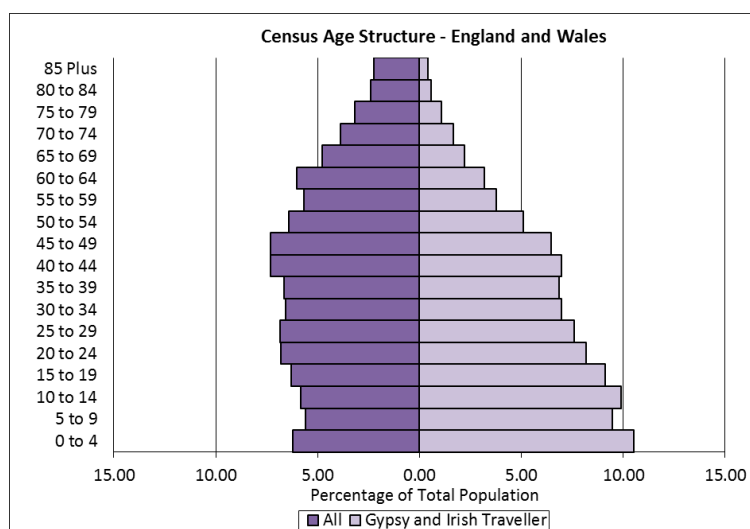
- 3.6 However, despite the suggested under-estimate of the population of Gypsies and Irish Travellers, data from the 2011 Census does identify some significant demographic differences when compared to the population as a whole. These are important in terms of explaining the higher rate of new household formation for Gypsy and Traveller households compared with the settled population. In summary the Census shows that nationally for England and Wales:

- » Just under half of Gypsy or Irish Traveller households had dependent children (45%), compared to 29% for England and Wales as a whole.

- » The median age of Gypsies or Irish Travellers was 26 years compared to the national median of 39 years.
- » Just 6% of the Gypsy or Irish Traveller population were aged 65 years and over compared to a national figure of 16%.
- » Gypsies or Irish Travellers below 20 years of age accounted for 39% of the population compared to a national figure of 24%.
- » Gypsies or Irish Travellers below 10 years of age accounted for 20% of the population compared to a national figure of 12%.
- » Gypsies or Irish Travellers had the lowest proportion of people rating their health as good or very good at 70% compared to a national figure of 81%.

3.7 The charts below show the age structure for the whole population (identified in the charts as All) and the Gypsy or Irish Traveller population in England and Wales, and in Carmarthenshire. This shows that there is a higher proportion of Gypsy or Irish Traveller children and younger adults, and significantly lower proportions of those aged 50 and over. This is due to higher birth rates and lower life expectancy for the Gypsy and Traveller population.

Figure 1 - Comparison of Census Age Structure (2011 Census)



- 3.8 When household composition data from the 2011 Census is compared between the overall population for Carmarthenshire and those who identified themselves as Gypsies or Irish Travellers there are further differences. Again this shows that there are fewer Gypsy and Traveller households of those aged 65 and over, as well as showing a higher proportion of lone parent households.

Figure 2 - Comparison of Housing Composition in Carmarthenshire (2011 Census)

Household Composition	All Households	Gypsy or Irish Traveller
One person household	30.2	26.7
Aged 65 and over	14.8	6.7
One family only	63.9	66.7
Ages 65 and over	9.8	2.5
Married or civil partnership	34.0	32.5
Cohabiting couple	8.8	11.7
Lone parent	11.3	20.0
Other household types	5.9	6.7

- 3.9 When accommodation type data from the 2011 Census is compared between the overall population for Carmarthenshire and those who identified themselves as Gypsies or Irish Travellers there are also further differences. This shows a far lower proportion of Gypsies or Irish Travellers living in detached properties, a higher proportion living in semi-detached properties (which are more prevalent in social housing stock), and a much higher proportion living in flats, maisonettes or apartments, or mobile/temporary accommodation (or on Traveller sites).

Figure 3 - Comparison of Accommodation Type in Carmarthenshire (2011 Census)

Accommodation Type	All Households	Gypsy or Irish Traveller
Whole house or bungalow: Total	95.1	81.7
Whole house or bungalow: Detached	41.3	18.3
Whole house or bungalow: Semi-detached	34.2	45.2
Whole house or bungalow: Terraced (including end-terrace)	19.5	18.3
Flat, maisonette or apartment, or mobile/temporary accommodation	4.9	18.3

- 3.10 When tenure type data from the 2011 Census is compared between the overall population for Carmarthenshire and those who identified themselves as Gypsies or Irish Travellers there are again differences. This shows a significantly lower proportion of Gypsy or Irish Traveller households that are owned outright, or owned with a mortgage or through shared ownership – and a significantly higher proportion of households that are socially rented.

Figure 4 - Comparison of Tenure Type in Carmarthenshire (2011 Census)

Tenure	All Households	Gypsy or Irish Traveller
Owned or shared ownership: Total	71.7	31.7
Owned outright	41.4	21.7
Owned with a mortgage or loan or shared ownership	30.3	10.0
Social rented: Total	14.8	54.2
Rented from council (Local Authority)	11.2	43.3
Other social rented	3.6	10.8
Private rented or living rent free: Total	13.5	14.2
Private landlord or letting agency	10.4	10.8
Other private rented or living rent free	3.1	3.3

- ^{3.11} When economic activity status data from the 2011 Census is compared between the overall population for Carmarthenshire and those who identified themselves as Gypsies or Irish Travellers there are further differences. This shows that a slightly higher proportion are self-employed; that a higher proportion are economically inactive due to looking after home or family, long-term sickness; and a lower proportion are economically inactive due to retirement.

Figure 5 - Comparison of Economic Activity Status in Carmarthenshire (2011 Census)

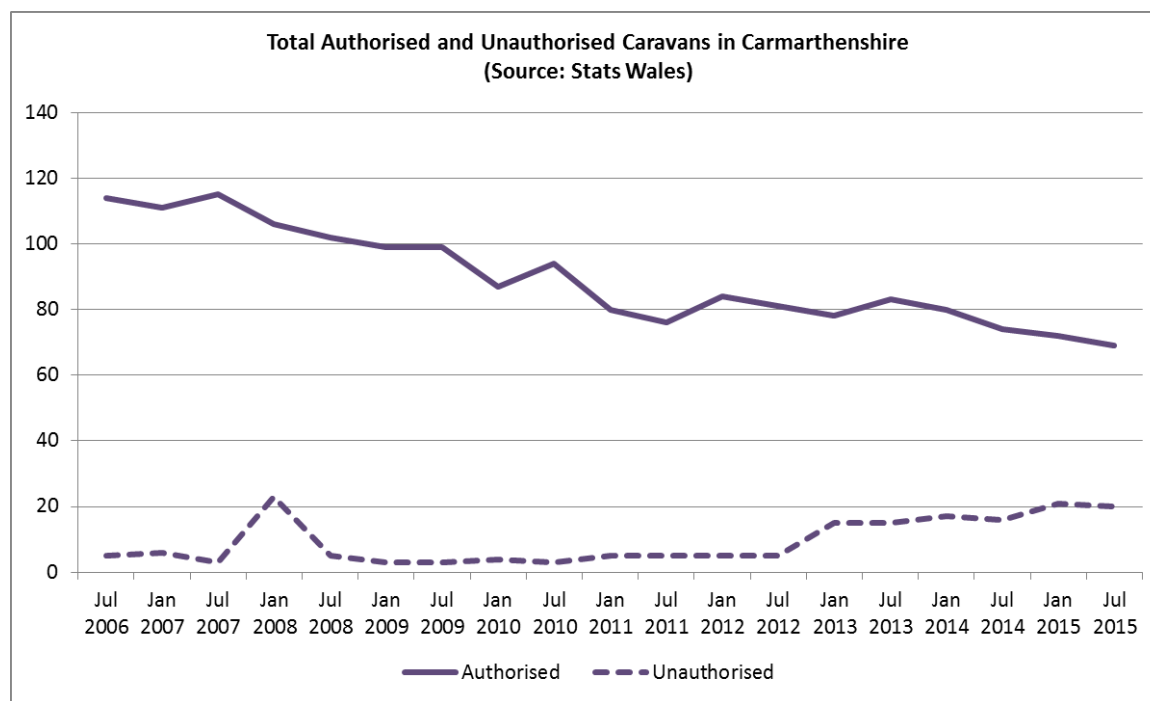
Economic Activity	All Households	Gypsy or Irish Traveller
Economically active: Total	57.7	33.2
In employment: Total	54.0	24.3
Employee: Total	42.2	10.6
Self-employed: Total	10.0	11.5
Unemployed: Total	3.7	8.9
Economically inactive: Total	42.3	66.8
Looking after home or family	3.4	19.1
Long-term sick or disabled	6.3	23.8
Retired	26.7	6.8

Caravan Count Data

- ^{3.12} Another source of published information on the Gypsy and Traveller population is the bi-annual Gypsy and Traveller Caravan Count which is conducted by each Local Authority in Wales on a specific date in January and July of each year, and reported to Welsh Government. This is a physical count of the number of *caravans* on both authorised and unauthorised sites across Wales, and *not* a count of the number of pitches.
- ^{3.13} As this count is of caravans *and not* households, it makes it very difficult to interpret and use for a study such as this because it does not count pitches, resident households or household demographics. The count is merely a 'snapshot in time' conducted by the Local Authority on a specific day, and therefore any unauthorised sites or encampments which occur on other dates are not recorded. Likewise any caravans that are away from sites on the day of the count will not be included. The count also does not seek to determine the ethnic status of the occupiers of caravans.

- 3.14 However the data captured in the Caravan Count does give an indication of the number of sites, and authorised and unauthorised caravans in each local authority, and can be useful in supporting the determination of any transit needs, and identifying year on year trends to support an assessment of need.

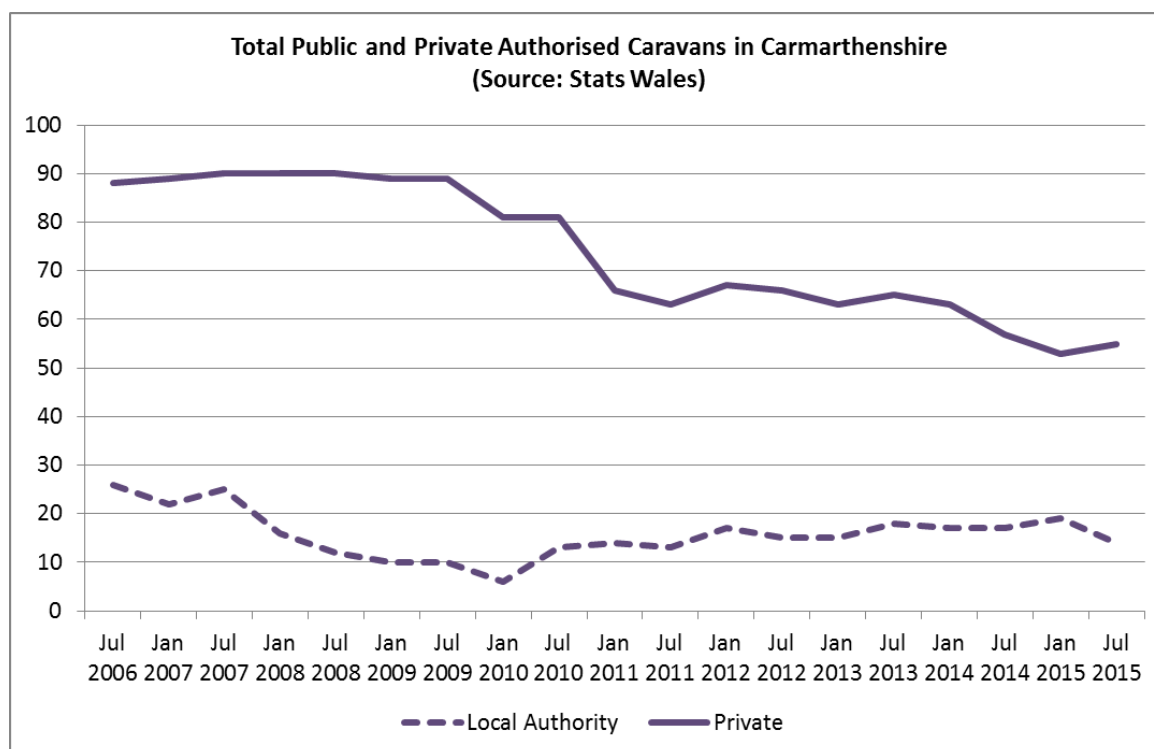
Figure 6 - Comparison of the Number of Caravans in Carmarthenshire



- 3.15 Figure 6 shows data for the number of authorised and unauthorised caravans that have been recorded in Carmarthenshire for the 9 year period since 2006. This shows a decrease in the number of authorised caravans from 114 to 69, and a gradual increase in the number of unauthorised caravans from 5 to 20. However it is important to note that the number of pitches on the public site at Penybryn was reduced from 30 to 15 in 2012, and also that 4 pitches recorded on one site in July 2015 as being unauthorised were granted planning permission in March 2015, and 11 pitches recorded as being unauthorised on another site in July 2015 were made lawful in November 2015. These changes will be reflected in the January 2016 Caravan Count onwards.

- 3.16 Figure 7 overleaf shows a breakdown of authorised caravans between public and private sites. This shows a steeper decrease in the number of caravans on public sites – mainly due to the reduction of 15 pitches at Penybryn. It also shows a gradual decrease in the number of caravans on private sites between January 2010 and January 2015. The analysis of planning records has also allowed for an update on the status of several sites for the purpose of the Caravan Count in Carmarthenshire. For example Caer Elms was recoded as 17 authorised private pitches when in fact 12 are not Gypsy or Traveller pitches. Tipi Valley has been identified as an alternative community and not a Gypsy or Traveller site¹ - both of which should not have been included in the Caravan Count. In addition 4 pitches on one unauthorised site (Roman Way, Carway) were granted planning permission in March 2015 and 3 pitches on another unauthorised site (Penygraig Uchaf, Blaenwaun) were formally tolerated as of November 2015.

¹ This is explained later in this report

Figure 7 - Comparison of the Number of Authorised Caravans in Carmarthenshire

Current Accommodation Provision

- 3.17 One of the main considerations of this study is provide evidence to support the provision of pitches and plots to meet the current and future accommodation needs of Gypsies and Travellers in Carmarthenshire. A pitch is an area which is large enough for one household to occupy and typically contains enough space for one or two caravans, but can vary in size. A site is a collection of pitches which form a development exclusively for Gypsies and Travellers. For Travelling Showpeople, the most common descriptions used are a plot for the space occupied by one household and a yard for a collection of plots which are typically exclusively occupied by Travelling Showpeople.
- 3.18 The public and private provision of mainstream housing is also largely mirrored when considering Gypsy and Traveller accommodation. One common form of a Gypsy and Traveller site is a publicly-provided residential site, which is provided by a Local Authority or by a Housing Association. Pitches on public sites can usually be obtained through signing up to a waiting list, and the costs of running the sites are met from the rent paid by the tenants (similar to social housing).
- 3.19 The alternatives to public residential sites are private residential sites and yards for Gypsies and Travellers. These result from individuals or families buying areas of land and then obtaining planning permission to live on them. Households can also rent pitches on some private sites that are run on a commercial basis. Therefore, these two forms of accommodation are the equivalent to private ownership and renting for those who live in bricks and mortar housing. Generally the majority of Travelling Showpeople yards are privately owned and managed.
- 3.20 The Gypsy and Traveller population also has other forms of sites due to its mobile nature. Transit sites tend to contain many of the same facilities as a residential site, except that there is a restricted period of residence which can vary from a period of weeks to a period of months. An alternative to a transit site is an

emergency stopping place. This type of site also has restrictions on the length of time someone can stay on it, but has much more limited facilities. Another alternative is a Negotiated Stopping Agreement that allows Gypsy and Traveller families to set up short-term camps as long as they agree to certain conditions. These are designed to accommodate, for a temporary period, Gypsies and Travellers whilst they travel. A number of authorities also operate an accepted encampments policy where short-term stopovers are tolerated without enforcement action.

- 3.21 Further considerations for the Gypsy and Traveller population are unauthorised developments and encampments. Unauthorised developments occur on land which is owned by the Gypsies and Travellers or with the approval of the land owner, but for which they do not have planning permission to use for residential purposes. Unauthorised encampments occur on land which is not owned by the Gypsies and Travellers – where occupation is not with the consent of the land owner.

Sites and Yards in Carmarthenshire

- 3.22 In Carmarthenshire there is 1 public site which whilst having historic planning permission for 30 pitches, only has a total of 15 operational pitches. There are 5 private sites with planning permission which have a total of 12 pitches. There are no sites with temporary planning permission. There are also 4 pitches on sites that are tolerated for planning purposes having been in place for over 10 years, 5 pitches on an unauthorised site², 3 plots on a small Travelling Showpeople yard with planning permission, 5 plots on a small tolerated yard, and 1 plot on an unauthorised yard. There is no public or private transit provision. Residents living at an 'alternative community' in Tipi Valley have not been included in this study. Further details can be found in **Chapter 5** and **Appendix A**.

Figure 8 - Total amount of provision in Carmarthenshire (January 2016)

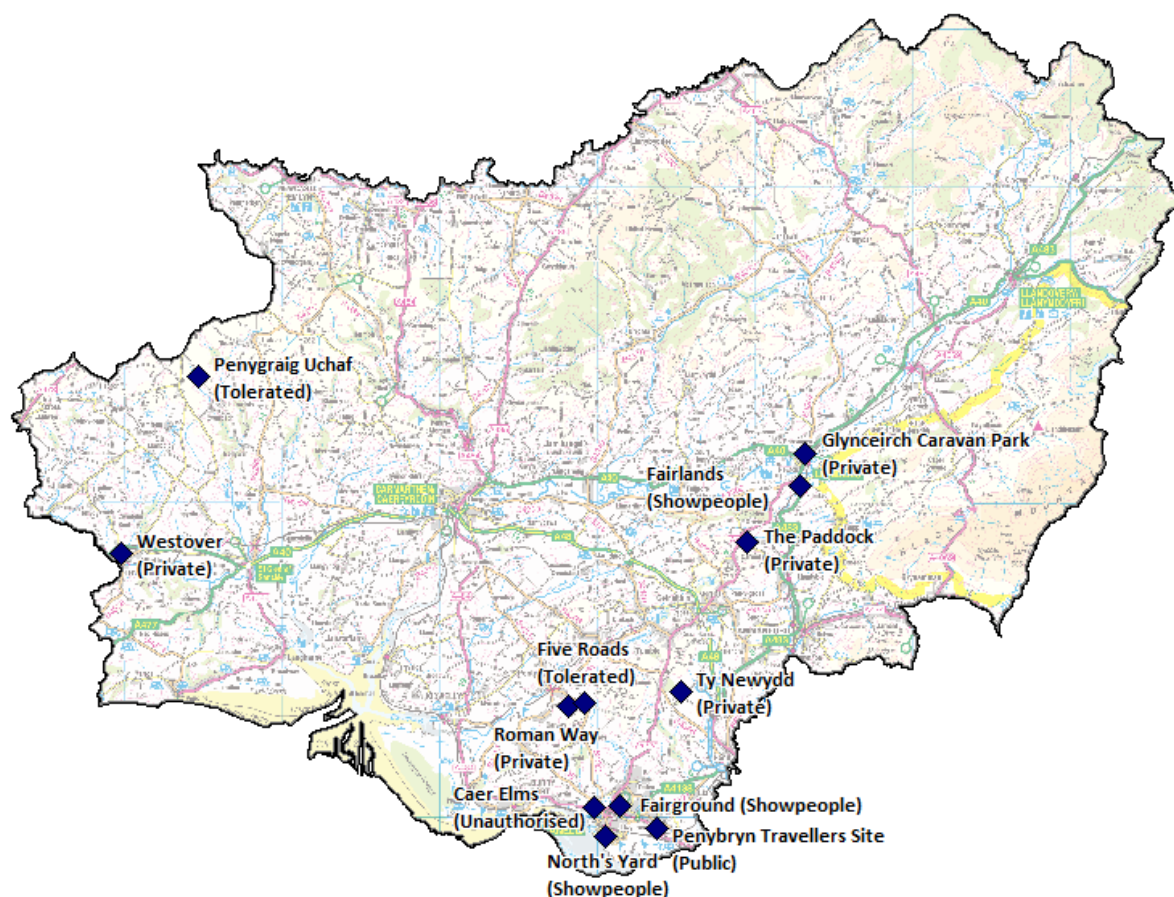
Category	Sites/Yards	Pitches/Plots
Private with permanent planning permission	5	12
Private sites with temporary planning permission	0	0
Public sites	1	15
Public transit provision	0	0
Private transit provision	0	0
Tolerated sites	2	4
Unauthorised sites	1	5
Authorised Travelling Showpeople yards	1	3
Tolerated Travelling Showpeople yards	1	5
Unauthorised Travelling Showpeople yards	1	1

² These are the subject of an ongoing planning application that has yet to be determined

Figure 9 - Sites and Yards in Carmarthenshire (January 2016)

Site Name	Pitches/Plots	Status
Penybryn Traveller Site, Llanelli	15	Public
Glynceirch Caravan Park, Llandeilo	3	Private
Roman Way, Carway	4	Private
The Paddocks, Milo	1	Private
Ty Newydd, Llanon	1	Private
Westover, Whitland	3	Private
Five Roads, Cynheidre	1	Tolerated
Penygraig Uchaf, Blaenwaun	3	Tolerated
Caer Elms, Llanelli	5	Unauthorised
Fairlands, Ffairfach	3	Showpeople
Fairground, Halfway, Llanelli (tolerated)	5	Showpeople
North's Yard, Llanelli (unauthorised)	1	Showpeople

Map 1 - Indicative Location of Sites and Yards in Carmarthenshire (January 2016)



4. Methodology

4.1 This section sets out the methodology that has been followed to deliver the outputs for this study. The Guidance issued under Section 106 of the Act sets out the requirements for the GTAA and the methodology and calculation of need that is to be followed. The methodology followed in this assessment has sought to address these requirements and allowed a full and robust GTAA to be completed. The study has been undertaken by Opinion Research Services (ORS) and the approach taken covers the following core areas of work:

- » Setting up a Project Steering Group.
- » Identifying and analysing existing data sources.
- » Publicising the accommodation assessment.
- » Conducting the accommodation assessment surveys.
- » Calculating the accommodation needs of Gypsies and Travellers.

Project Steering Group

4.2 The Welsh Government GTAA Guidance requires that a Project Steering Group be established to ensure that the study is informed by all available local knowledge and expertise. ORS worked closely with the Council to identify the most appropriate individuals and organisations to make up the Steering Group. The individuals who attended meetings of the Steering Group in Carmarthenshire were:

Figure 10 – Carmarthenshire GTAA Steering Group Membership

Name	Organisation	Role
Councillor Linda Evans	Carmarthenshire Council	Executive Member for Housing and Equalities
Rachel Davies	Carmarthenshire Council	Quality Homes Officer (GTAA Lead Officer)
Shaun Lewis	Carmarthenshire Council	Assistant Area Housing Manager
Kim Devonald	Carmarthenshire Council	Housing Officer
John Guest	Carmarthenshire Council	Housing Officer
Caroline Hodson	Carmarthenshire Council	Gypsy Traveller Support Teacher
Simon Clement	Carmarthenshire Council	Forward Planning Officer
Michael Smith	Carmarthenshire Council	Community Cohesion Coordinator
Charlotte Rennie	Ceredigion Council	Research Assistant
Alison Vaughan	Ceredigion Council	Research Officer
Andrew Davies-Wrigley	Pembrokeshire Council	Housing Manager
Denise Barry	Unity Project	Support Worker
Michelle & Tina Lee	Travellers	
Teresa Price	Traveller	
Brydie Price	Traveller	
Alison and Maria Price	Travellers	

- 4.3 As set out in the GTAA Guidance the key responsibilities of the Steering Group were to agree on the aims and objectives of the study; promote the benefits of the study to members of the Travelling Community; help identify households living in bricks and mortar and on unauthorised sites and encampments; provide expert stakeholder input into the identification of local need; provide feedback on the emerging outputs from the study; and to share and promote the final outcomes to members of the Travelling Community. A total of 3 Steering Group meetings were held in 2015 and 2016.
- 4.4 The first meeting at the start of the study was held in Llanelli Library on Thursday 17th September. At this meeting the aims and objectives of the study were agreed; the methodology was discussed; and the approach to publicity was agreed.
- 4.5 The second meeting was held on Tuesday 10th November. At this meeting the emerging outcomes from the site fieldwork were discussed, together with any outstanding issues that needed to be resolved to ensure that there was a robust evidence base to support the overall assessment of need.
- 4.6 The final Steering Group meeting was held on 7th January 2016 to review the findings of the study and discuss the Final Report.
- 4.7 In addition to the Steering Group meetings conversations were held with a number of Steering Group members, and other Council Officers to gain views and information to support the wider assessment of need. These included Planning Officers, Housing Officers, Gypsy and Traveller Education Officers, and Enforcement Officers. A key objective of these conversations was to seek to identify any sites that may not have been included on the initial site lists, and to identify Gypsy and Traveller households living in bricks and mortar. Engagement with the Education Officers was key to confirming the location of several households who were subsequently interviewed. Contact was also made with representatives from the 4 main housing associations that manage properties in Carmarthenshire – Bro Myrddin, Gwalia, Family Housing and Tai Cantref, as well as the Showman's Guild and the Association of Independent Showpeople.
- 4.8 A request to complete a short questionnaire was also sent to 74 Local Councillors in Carmarthenshire, and a total of 7 responses were received.
- 4.9 As well as obtaining information from the neighbouring authorities of Ceredigion and Pembrokeshire through representation on the Steering Group, engagement was also successful with Powys (who jointly commissioned the GTAA), Pembrokeshire (through the Unity Project), Bridgend and the Vale of Glamorgan in relation to travelling patterns and movement of unauthorised encampments. Additional information was also gathered through engagement with Gypsies and Travellers Wales.

Identify and Analyse Existing Data


- 4.10 A desk-based review was undertaken to collate and analyse a range of secondary data and other local intelligence that has been used to identify and support the assessment of current and future accommodation need including:
- » Planning records.
 - » Census data.
 - » Site records and waiting lists.
 - » Caravan counts.

- » Records of unauthorised sites/encampments.
- » Information on planning applications/appeals.
- » Information on enforcement actions.
- » Existing GTAA's and other relevant local studies.
- » Existing national and local policy, guidance and best practice.

Publicise the Accommodation Assessment

- ^{4.11} In order to get buy-in from members of the Travelling Community to ensure that they were able and willing to participate in the site and household interviews and provide accurate information, it was important that effective publicity and pre-notification was put in place. This was also very important in terms of identifying households living in bricks and mortar accommodation to interview as part of the study.
- ^{4.12} The approach to publicity was discussed with members of the Steering Group prior to the fieldwork commencing. It was agreed that word-of-mouth communication facilitated by the members of the Steering Group representing the Travelling Community would be the main means of communication within the study. In addition an advert was placed in the Travellers Times and in World's Fair by Welsh Government, an additional advert was placed on the Travellers Times website by ORS (see below), and letters were distributed to promote events such as the drop-in session with bricks and mortar households. In addition the Council's Housing Officers sought to make contact with all Gypsy and Traveller households that they are, or have previously, provided support service to in order to make them aware of the study – as well as pre-notification to residents at the public site at Penybryn to inform them of the days when interviewers would be attending the site.

Figure 11 – ORS Travellers Times Advert



Gypsy, Traveller & Travelling Showpeople Accommodation Assessments

Opinion Research Services (ORS) is an independent research company who carry out Gypsy, Traveller and Travelling Showpeople Accommodation Assessments across the country.

These assessments must be carried out by every council to inform them how many new pitches and plots will need to be provided in the future.

ORS would like to speak to Gypsies, Travellers and Travelling Showpeople who are looking to develop a site or yard or who live in bricks and mortar and would prefer to live on a site or yard in any of the following areas:

Basingstoke and Deane, Bedford, Carmarthenshire, Conwy, Denbighshire, Luton, North Somerset, Powys, the Royal Borough of Greenwich and the Royal Borough of Windsor and Maidenhead.

Your views are very important to us.

If you would like to speak to ORS about your needs please contact **Claire Thomas** on **01792 535337** or email claire.thomas@ors.org.uk

Conducting the Accommodation Assessment Surveys

Site Interviews

- 4.13 Through the desk-based research and information from the Steering Group, ORS sought to identify all authorised and unauthorised sites, yards and encampments in Carmarthenshire, and sought to undertake a full demographic study of the residents on all pitches and plots – as required by the Welsh Government Guidance.
- 4.14 Following agreed publicity and pre-notification activities, all pitches and plots were visited by ORS researchers (who were carrying a letter of authorisation from the Council). They conducted interviews with residents using the questions set out in the GTAA Guidance.
- 4.15 As required by the GTAA Guidance where it was not possible to undertake an interview, the interviewers recorded this on the questionnaire and returned on up to 2 further occasions. Also any additional contacts that were identified during the interviews (from question D4 for example) were followed up and are included in the Interview Log.

Bricks and Mortar Interviews

- 4.16 ORS worked closely with the Council to ensure that all opportunities were utilised to identify households living in bricks and mortar to participate in the GTAA as it was important to capture the views of all Gypsies and Travellers living in Carmarthenshire. Contacts were identified through sources including speaking with members of the Steering Group, speaking with people on existing sites, adverts on social media and in local and national print media including World's Fair and Travellers Times. Interviews were attempted with all contacts that are identified using the questions in the GTAA Guidance – either face-to-face or by telephone. In addition a drop-in session was held in Llanelli on Monday 9th November between 09:30 and 15:30 and the Council's Housing Officers sought to engage with as many known Gypsy and Traveller households to encourage them to attend the session and participate in the survey.

Calculate the Accommodation Needs of Gypsies, Travellers and Travelling Showpeople

- 4.17 The Welsh Government GTAA Guidance requires an assessment for current and future pitch requirements and sets out a detailed methodology for completing this. As with any housing assessment, the underlying calculation is comprised of a relatively small number of factors. In this case, the key issue for residential pitches is to compare the supply of pitches available for occupation with the current and future demand of the population. The information required to feed into the assessment of need has been obtained from a combination of the desk-based research and the outcomes of the site and household interviews, together with additional information from members of the Steering Group and other local stakeholders. The key factors in each of these elements are set out below.

Current Residential Supply

- » Occupied local authority pitches.
- » Occupied authorised private pitches.

- » Vacant local authority pitches and available private pitches.
- » Pitches expected to be vacated in the near future.
- » New local authority pitches private pitches with planning permission.

Current Residential Demand

4.18 Total current residential demand is made up of the following components:

- » Households on unauthorised encampments.
- » Households on unauthorised developments.
- » Concealed /over-crowded/doubled-up households³.
- » Conventional housing – movement from bricks and mortar⁴.
- » New households to arrive from waiting lists/in-migration.

4.19 It was important to make full use of the desk-based research and intelligence from members of the Steering Group to address issues of double counting (for example bricks and mortar households who are also on the waiting list for pitches).

Future Demand

4.20 The GTAA Guidance also requires an assessment of future demand as a result of the formation of new households. ORS has undertaken extensive research into the population and household growth of the Gypsy and Traveller community in England and Wales. This was used to inform this element of the Welsh Government GTAA Guidance (see Paragraphs 203-209). Our research advocated a net compound household formation rate based on local evidence, as opposed to the 'accepted' growth rate of 3.00%.

4.21 Information from the site interviews provides details of the gross number of new households expected to form within the first 5 years of the study. As required by the GTAA Guidance this is netted off against vacant pitches and pitches expected to become vacant.

4.22 As the Local Development Plan period only runs for 5 years to 2021, there is not a need for any estimate of future new household formation. If this were to be required the net compound household formation rate that would be used would be based on demographic evidence from the site interviews.

Final Outcomes

4.23 All of the components of supply and demand are presented in an easy to understand table as set out in the GTAA Guidance in Table 3. Separate tables will be prepared for the current and future needs of Gypsies and Travellers, and Travelling Showpeople. Their needs are being considered independently as their circumstances are different from that of the wider travelling community.

³ Following the guidance set out in Paragraphs 195-201 of the GTAA Guidance

⁴ Following the guidance set out in Paragraphs 172-183 of the GTAA Guidance

Transit Provision

- 4.24 The GTAA also includes an assessment of the need for any transit sites or emergency stopping places to meet the needs of members of the Travelling Community who either travel permanently or for part of the year. In order to investigate the potential need for transit provision when undertaking the GTAA, ORS have undertaken analysis of records of unauthorised sites and encampments that were identified during the desk-based research, and sought to conduct interviews with Gypsies and Travellers on any sites that are present during the course of the study to identify whether their needs are for transit accommodation or the desire to settle down more permanently in any given locality. Data from the Traveller Caravan Count has also been considered as supporting evidence.

Compliance with Engagement Checklist

- 4.25 The table below shows that this GTAA has been compliant with all of points set out in the Engagement Checklist in the Welsh Government GTAA Guidance.

Figure 12 – Engagement Checklist

1	Visit every Gypsy, Traveller and Travelling Showperson household identified through the data analysis process up to 3 times, if necessary. <i>Where it was not possible to interview residents at the first visit subsequent visits were made to each pitch at different times of the day and days of the week.</i>	✓
2	Publish details of the GTAA process, including contact details to allow community members to request an interview, on the local authority website, Travellers Times website and the World's Fair publication. In addition adverts were placed by Welsh Government. <i>Whilst details of the GTAA were published in Travellers Times and World's Fair members of the Steering Group felt that face-to-face and word of mouth publicity would be more appropriate for the Travelling Community in Carmarthenshire than using the Council's website.</i>	✓
3	Consult relevant community support organisations, such as those in Annex 1. <i>Staff from Unity were members of the Steering Group and discussions were also held with staff from Gypsies and Travellers Wales, the Showman's Guild and the Association of Independent Showpeople.</i>	✓
4	Develop a Local Authority waiting list for both pitches and housing, which is accessible and communicated to community members. <i>There is already a well-established and communicated waiting list in operation in Carmarthenshire.</i>	✓
5	Endeavour to include Gypsies and Travellers on the GTAA Project Steering Group. <i>A total of 6 members from the Travelling Community attended meetings of the Steering Group.</i>	✓

6	<p>Ensure contact details provided to the local authority by community members through the survey process are followed up and needs assessed.</p> <p><i>All contacts provided to and by the local authority were followed up with a combination of interviews and face-to-face meetings with members of the Travelling Community.</i></p>	✓
7	<p>Consider holding on-site (or nearby) GTAA information events to explain why community members should participate and encourage site residents to bring others who may not be known to the local authority.</p> <p><i>The Council's Housing Officers sought to engage on a one-to-one basis with all known Gypsy and Traveller households that the Council was aware of in Carmarthenshire to explain the purpose of the GTAA and to encourage them to participate and also to pass on information to friends and family. In addition a 1 day engagement drop-in event was held for members of the Travelling Community to attend.</i></p>	✓

5. Survey Findings

Background

- 5.1 The desk-based research and additional information from members of the Steering Group identified a total of 9 Gypsy and Traveller sites and 3 Travelling Showpeople yards in Carmarthenshire.

Figure 13 - Sites and Yards in Carmarthenshire (January 2016)

Site Name	Pitches/Plots	Status
Penybryn Traveller Site, Llanelli	15	Public
Glynceirch Caravan Park, Llandeilo	3	Private
Roman Way, Carway	4	Private
The Paddocks, Milo	1	Private
Ty Newydd, Llanon	1	Private
Westover, Whitland	3	Private
Five Roads, Cynheidre	1	Tolerated
Penygraig Uchaf, Blaenwaun	3	Tolerated
Caer Elms, Llanelli	5	Unauthorised
Fairlands, Ffairfach	3	Showpeople
Fairground, Halfway, Llanelli (tolerated)	5	Showpeople
North's Yard, Llanelli (unauthorised)	1	Showpeople

- 5.2 Interviews were attempted on the sites and yards between September and November 2015 and a total of 24 interviews were completed with Gypsy and Traveller households and 9 with Travelling Showperson households. This represented an overall response rate of 73% based on a total of 45 pitches and plots that were identified. In addition interviews were conducted with households living in bricks and mortar during November 2015 through a combination of a drop-in session, face-to-face interviews and telephone interviews. A total of 19 interviews were completed with Gypsy and Traveller households in bricks and mortar, and a further 3 with Travelling Showperson households in bricks and mortar.

Figure 14 – Interviews completed in Carmarthenshire (January 2016)

Site/Yard Name	Pitches/Plots	Interviews	Refusals ⁵
Penybryn Traveller Site, Llanelli	15	12	3
Glynceirch Caravan Park, Llandeilo	3	3	0
Roman Way, Carway	4	3	1
The Paddocks, Milo	1	0	1
Ty Newydd, Llanon	1	1	0
Westover, Whitland	3	3	0
Five Roads, Cynheidre	1	1	0

⁵ Further details on refusals can be found later in this chapter

Penygraig Uchaf, Blaenwaun	3	1	2
Caer Elms, Llanelli	5	0	5
Fairlands, Ffairfach	3	3	0
Fairground, Halfway, Llanelli	5	5	0
North's Yard, Llanelli	1	1	0
Bricks and Mortar – Travellers	-	19	-
Bricks and Mortar - Showpeople	-	3	-

- 5.3 Interviewers also visited Tipi Valley and spoke with a number of residents at this 'alternative community'. It quickly became clear that whilst the residents at Tipi Valley display some of the characteristics of Gypsies and Travellers (for example limited traveling for work purposes), their accommodation does not meet the definition of mobile homes as set out in the Act. In addition they made it clear that they did not wish to be included in the study as they have the land and resources to meet all of their current and future needs. As such Tipi Valley has not been included in the assessment of need for the GTAA.

Interview Log

- 5.4 A copy of the Interview Log can be found in **Appendix B**.

Overview and Demographics of Residents

- 5.5 Information collected on the type of accommodation lived in by those who were interviewed shows that the majority of Gypsies and Travellers who were interviewed either live in bricks and mortar, on a public site or on a private site. The majority of Travelling Showpeople who were interviewed live on a private yard or in bricks and mortar.

Figure 15 – Accommodation Type as % of Total Household Interviews Completed (January 2016)

Accommodation Type – G&T	Number	%
Local authority site	12	27.9
Private site	10	23.3
Tolerated site	2	4.7
Bricks and mortar - owner occupied	1	2.3
Bricks and mortar - private rented	1	2.3
Bricks and mortar - socially rented	17	39.5
Unauthorised site	0	0.0
Total	43	100.0
Accommodation Type - Showpeople	Number	%
Local authority yard	0	0.0
Private yard	3	25.0
Tolerated yard	5	41.7
Bricks and mortar - owner occupied	3	25.0
Bricks and mortar - private rented	0	0.0
Bricks and mortar - socially rented	0	0.0
Unauthorised yard	1	8.3
Total	12	100.0

- 5.6 Ethnicity data was captured from all of the households that were interviewed on the Gypsy and Traveller sites and for those living in bricks and mortar. The sites in Carmarthenshire are occupied by a mixture of Irish Travellers, Welsh Gypsies and Romany Gypsies. Irish Travellers made up the highest number and proportion of those interviewed living on sites in Carmarthenshire, and Welsh Gypsies made up the highest number and proportion of those interviewed living in bricks and mortar.

Figure 16– Ethnicity of Household Members as % of Total Residents Interviewed (January 2016)

Ethnicity - Sites	Number	%
Irish Traveller	33	47.1
Welsh Gypsy	18	25.7
Romany Gypsy	10	14.3
Refused	9	12.9
Total	70	100.0
Ethnicity – Bricks and Mortar	Number	%
Welsh Gypsy	42	56.8
Romany Gypsy	25	33.8
Irish Traveller	5	6.8
Refused	2	2.7
Total	74	100.0

- 5.7 In total the site interviews covered 70 residents living on Gypsy and Traveller sites. This was made up of 38 adults and 32 children and teenagers aged under 18. This equates to 54% adults and 46% children and teenagers. When the demographics for the households in bricks and mortar are added these proportions change to 56% adults and 44% children and teenagers aged under 18. Although not a direct comparison, data from the 2011 Census for Carmarthenshire as a whole has been compared to the site population and this shows a higher proportion of younger people in the Gypsy and Traveller population living on sites.
- 5.8 The age profile of Travelling Showpeople shows a significantly lower proportion of those aged under 18 which is more consistent with that of the population of Carmarthenshire as a whole.

Figure 17 – Age and Gender of Household Members as % of Total Residents Interviewed (January 2016)

Age and Gender - Sites	Number	%
Male	32	45.7
Female	38	54.3
Under 18	32	45.7
18 and Over	38	54.3
Age and Gender – Bricks and Mortar	Number	%
Male	43	58.1
Female	31	41.9
Under 18	32	43.2
18 and Over	42	56.8

Age and Gender – All G&T	Number	%
Male	75	52.1
Female	69	47.9
Under 18	64	44.4
18 and Over	80	55.6
Age and Gender – Showpeople	Number	%
Male	14	50.0
Female	14	50.0
Under 18	7	25.0
18 and Over	21	75.0

Interview Summary – Gypsies and Travelers

Public Sites

Penybryn, Llanelli

- 5.9 Staff from ORS visited the public site at Penybryn during September and October 2015. Whilst the site has an historic planning consent for 30 pitches, only 15 are operational. A total of 13 pitches were occupied at the time of the study. Interviews were completed with residents on 12 of the 13 occupied pitches (1 household was away travelling on all 3 visits to the site, and neither other residents or site management were able to provide contact details. The site was predominantly occupied by Irish Travellers with a small number of Welsh Gypsy and Romany occupants. The occupants comprised 16 adults and 27 children or teenagers (aged under 18). There were no concealed or doubled-up households identified and all of the households stated that they have enough sleeping areas on their pitches. None of the households identified anyone currently living on their pitch who is likely to want to move to their own home in the next 5 years.
- 5.10 The majority of residents are satisfied with the site and live there as a result of local connections through family or work, and none gave any reasons why they cannot continue to live on the site. Most have lived on the site for between 2-5 years or for over 5 years and either do not intend to move or do not know how long they will stay on the site. There were a small number of improvements that were suggested including repairs to the roads, and improvements to the utility rooms.
- 5.11 Only 1 household has camped by the roadside, on an unauthorised encampment or on a transit site in the past year, but the majority did feel that there is a need for additional transit provision both in the local area and across Wales in general.

Private Sites

Glynceirch Caravan Park, Llandeilo

- 5.12 Staff from ORS visited the private site at Glynceirch Caravan Park during September 2015. The site has planning permission for 7 pitches with no Gypsy or Traveller planning conditions. All of the pitches were occupied at the time of the study, but only 3 were occupied by Gypsies or Travellers. Interviews were

completed with residents on all occupied Gypsy and Traveller pitches. The site was occupied by 2 Romany and 1 Welsh Gypsy households. The occupants comprised 5 adults and 1 teenager (aged under 18). There were no concealed or doubled-up households identified and all of the households stated that they have enough sleeping areas on their pitches. None of the households identified anyone currently living on their pitch who is likely to want to move to their own home in the next 5 years.

- 5.13 The majority of residents are satisfied with the site and live there as a result of local connections through family or work, none gave any reasons why they cannot continue to live on the site, and none intend to move.
- 5.14 None have camped by the roadside, on an unauthorised encampment or on a transit site in the past year, but the majority did feel that there is a need for additional transit provision both in the local area and across Wales in general.

Roman Way, Carway

- 5.15 Staff from ORS visited the private site at Roman Way during September 2015. The site has planning permission for 4 pitches with personal and Gypsy and Traveller conditions. 3 of the 4 pitches were occupied at the time of the study, with the remaining pitch to meet the future needs of the residents. Interviews were completed with residents on all pitches. The site was occupied by Welsh Gypsies and the occupants comprised 5 adults and 4 children and teenagers (aged under 18). There were no concealed or doubled-up households identified and the households stated that they have enough sleeping areas on their pitches. None of the households identified anyone currently living on their pitch who is likely to want to move to their own home in the next 5 years.
- 5.16 The majority of residents are satisfied with the site and live there as a result of local connections through family or work, none gave any reasons why they cannot continue to live on the site, and none intend to move.
- 5.17 None have camped by the roadside, on an unauthorised encampment or on a transit site in the past year, but the majority did feel that there is a need for additional transit provision both in the local area and across Wales in general.

The Paddock, Milo

- 5.18 Staff from ORS visited the site at The Paddock during November 2015. Whilst planning permission was originally refused for the site, a subsequent appeal was successful. The site was occupied by a Gypsy and Traveller family but they refused to take part in an interview.

Ty Newydd, Llanon

- 5.19 Staff from ORS visited the private site at Ty Newydd during September 2015. The site has planning permission for 1 pitch, which was occupied at the time of the study, and an interview was completed. There were no concealed or doubled-up households identified or any future household formation. There was a need identified for additional transit provision all over Wales.

Westover, Whitland

- 5.20 Staff from ORS visited the private site at Westover during September 2015. The site has planning permission for 45 pitches with no Gypsy and Traveller conditions. Only 3 of the pitches were occupied at the time of the study, but the remaining pitches have not been included as supply as the land owner is planning to redevelop the site as a mobile home park. Interviews were completed with residents on all 3 occupied pitches. The site was occupied by Welsh and Romany Gypsies and the occupants comprised 3 adults and no children and teenagers (aged under 18). There were no concealed or doubled-up households identified and all of the households stated that they have enough sleeping areas on their pitches. None of the households identified anyone currently living on their pitch who is likely to want to move to their own home in the next 5 years.
- 5.21 The site is in poor condition and the Council has accepted a homelessness duty towards the households concerned. The residents are however satisfied with the site and live there as a result of local connections through family or work, none gave any reasons why they cannot continue to live on the site, and none intend to move – although some did state that the site is in need of renovating. Due to the poor condition of the site and the Councils acceptance of a homelessness duty towards these households, the 3 households living on this site have been included in the needs assessment as current residential demand.
- 5.22 None have ever camped by the roadside, on an unauthorised encampment or on a transit site in the past year, but they all did feel that there is a need for additional transit provision both in the local area and across West Wales.

Tolerated Sites

Five Roads, Cynheidre

- 5.23 Staff from ORS visited the tolerated site at Five Roads during September 2015. The site has no planning permission but the family have lived there for over 30 years and the site is immune from planning enforcement and is therefore included in the GTAA as current residential supply. The site was occupied at the time of the study and an interview was completed. There were no concealed or doubled-up households identified or any future household formation. There was no need identified for additional transit provision.

Penygraig Uchaf, Blaenwaun

- 5.24 Staff from ORS visited the site at Penygraig Uchaf during September 2015. At the time the site did not have planning permission but it has however been confirmed that the site is immune from planning enforcement owing to the time the caravans have been on the site. This site is also included in the GTAA as current residential supply. At the time of the site visit 3 households were living on the site which does not have any defined pitches. There were also a number of derelict and abandoned trailers and caravans on the site. An interview was only possible with 1 of the households, and the other 2 households refused to participate. There were no concealed or doubled-up households identified or any future household formation. There was no need identified for additional transit provision.

Unauthorised Site

Caer Elms, Llanelli

- 5.25 Staff from ORS visited the site at Caer Elms during September and October 2015. There are 2 main parts to the site. One of them has a historic planning permission for the siting of mobile homes. None of these were occupied by Gypsies or Traveller so have not been included in this study. The remaining area of the site does not currently have planning permission but an application has been submitted and is as yet undetermined. However the Council have confirmed that there is a resolution in place to grant planning permission, subject to a small number of outstanding conditions being met. The site comprises 5 occupied pitches in line with the site layout included in the planning permission and is occupied by Irish Travellers. An initial face-to-face contact was made and an agreement made for site interviews at a later date, however despite repeated attempts to make contact with the residents no interviews were completed.

Figure 18 – Gypsy and Traveller Site Visit Summary for Carmarthenshire

Site	Permitted Operational Pitches	Tolerated Pitches	Unauthorised Pitches	Interviews Completed	Adults	Children (Under 18)	Concealed Households
Public Sites	15	0	0	12	16	27	0
Penybryn, Llanelli	15	0	0	12	16	27	0
Private Sites with Permanent Permission	12	0	0	10	17	5	0
Glynceirch Caravan Park, Llandeilo	3	0	0	3	5	1	0
Roman Way, Carway	4	0	0	3	5	4	0
The Paddocks, Milo	1	0	0	0	1	n/a	n/a
Ty Newydd, Llanon	1	0	0	1	3	0	0
Westover, Whitland	3	0	0	3	3	0	0
Private Sites with Temporary Permission	0	0	0	0	0	0	0
None	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Tolerated Sites	0	4	0	2	5	0	0
Five Roads, Cynheidre	0	1	0	1	3	0	0
Penygraig Uchaf, nr Blaenwaun	0	3	0	1	2	0	0
Unauthorised Developments	0	0	5	0	0	0	0
Caer Elms, Llanelli	0	0	5	0	n/a	n/a	n/a
TOTAL	27	4	5	24	38	32	0

Bricks and Mortar Interviews

- 5.26 Interviewers were able to complete a total of 14 interviews with households living in bricks and mortar at the drop-in session held in Llanelli – this included all households identified during the site interviews (Question D4). An additional 5 interviews were completed face-to face or over the telephone. The majority of households that attended the drop-in session stated that they had a need to move to a new site having been previous residents at the public site at Penybryn, although some were happy remaining in bricks and mortar. In addition a number of new households were identified within these households all of whom also stated a need to live on a public site in the next five years.
- 5.27 Only 1 of the 5 households who were interviewed elsewhere in Carmarthenshire would like to move back to a site. Repeated attempts were made to contact the remaining Gypsy and Traveller households that the Council has provided services to in the past and no further contacts were possible. However for a large

number of these households it was confirmed through a variety of sources, including family and friends, that none of them would like to move back to a site.

- 5.28 A local Housing Association was also able to provide details of 4 tenants who they believed to be Gypsies or Travellers. Contact was made with 1 tenant who did not want to take part on the study and it was not possible to make contact with the remaining 3 tenants despite repeated attempts

Interview Summary – Travelling Showpeople

- 5.29 Interviewers were able to complete a total of 9 interviews with households living on the 3 occupied Travelling Showpeople yards in Carmarthenshire. Given that many families were working at the time of the fieldwork, a number of the interviews were also completed at Swansea Winter Wonderland. The interviews at Winter Wonderland also identified a further 3 households living in bricks and mortar who were also interviewed.

Private Yards

Fairlands, Ffairfach

- 5.30 Staff from ORS completed interviews with households living on the private yard at Ffairfach during November 2015. The site has planning permission for 3 plots and storage. The site was occupied at the time of the study and 3 interviews were completed.
- 5.31 The site was occupied by 5 adults and 4 teenagers (aged under 18). There were no concealed or doubled-up households identified and all of the households stated that they have enough sleeping areas on their pitches. 2 of the households identified a household member currently living on their plot who is likely to want to move to their own home in the next 5 years, with a preference given for living on a private yard. These plots have been included as current residential demand.
- 5.32 The majority of residents are satisfied with the site and live there as a result of local connections through family or work, none gave any reasons why they cannot continue to live on the site, and none intend to move.
- 5.33 None have camped by the roadside, on an unauthorised encampment or on a transit site in the past year, and none feel that there is a need for additional transit provision in Wales.

Tolerated Yards

Fairground, Halfway, Llanelli

- 5.34 Staff from ORS completed interviews with households living on the tolerated yard at Fairground, Halfway during November 2015. The site has 5 tolerated plots and storage. The site was occupied at the time of the study and 5 interviews were completed.
- 5.35 The site was occupied by 7 adults and no children or teenagers. There were no concealed or doubled-up households identified and all of the households stated that they have enough sleeping areas on their pitches. None of the households identified a household member currently living on their pitch who is likely

to want to move to their own home in the next 5 years. These plots have been included as current residential supply.

- 5.36 The majority of residents are satisfied with the site and live there as a result of local connections through family or work, none gave any reasons why they cannot continue to live on the site, and none intend to move.
- 5.37 None have camped by the roadside, on an unauthorised encampment or on a transit site in the past year, and none feel that there is a need for additional transit provision in Wales.

Unauthorised Yards

North's Yard, Llanelli

- 5.38 Staff from ORS completed interviews with household living on the unauthorised North's Yard during November 2015. The site has 1 unauthorised plot and storage. The site was occupied at the time of the study and 1 interview was completed. The site was occupied by 3 adults and no children or teenagers. There was 1 concealed or doubled-up household who is likely to want to move to their own home immediately and has requested details of the Council waiting list.
- 5.39 The residents are satisfied with the site and live there as a result of local connections through family or work, none gave any reasons why they cannot continue to live on the site, and none intend to move.
- 5.40 These plots have been included as unauthorised developments and over-crowded plots in current residential demand.
- 5.41 None have camped by the roadside, on an unauthorised encampment or on a transit site in the past year, although all feel that there is a need for additional transit provision in Wales.

Figure 19 – Travelling Showpeople Yard Visit Summary for Carmarthenshire

Yard	Permitted Plots	Tolerated Plots	Unauthorised Plots	Interviews Completed	Adults	Children (Under 18)	Concealed Households
Public Yards	0	0	0	0	0	0	0
None	0	0	0	0	0	0	0
Private Yards with Permanent Permission	3	0	0	3	5	4	0
Fairlands, Ffairfach	3	0	0	3	5	4	0
Private Yards with Temporary Permission	0	0	0	0	0	0	0
None	0	0	0	0	0	0	0
Tolerated Yards	0	5	0	5	7	0	0
Fairground, Halfway, Llanelli	0	5	0	5	7	0	0
Unauthorised Yards	0	0	1	0	0	0	0
North's Yard, Llanelli	0	0	1	1	3	0	1
TOTAL	3	5	1	9	15	4	1

Bricks and Mortar Interviews

- 5.42 Interviewers were able to complete a total of 3 interviews with Travelling Showpeople households living in bricks and mortar. Whilst the current households stated that they wish to stay living in bricks and mortar,

there were 2 younger household members likely to want to move to their own home in the next five years – one to a yard and one to a house.

Councillor and Parish Council Responses

- ^{5.43} To complement the household Interviews a link to a short online questionnaire was sent to 73 of the 74 County Councillors. The final Councillor was contacted by telephone and by post. A total of 7 online responses were received.

6. Assessing Accommodation Needs

- 6.1 This section focuses on the additional pitch provision which is needed by Carmarthenshire Council for the Local Development Plan period to 2021. Separate assessments of need have been completed for Gypsies and Travellers, and Travelling Showpeople due to the different characteristics and needs of these groups of Travellers (for example the need to use different population growth rates due to differences in population demographics). This includes both current unmet need and need which is likely to arise in the future. This time period allows for robust forecasts for future provision, based upon the evidence contained within this study and also from secondary data sources.
- 6.2 This section is based upon a combination of information from the on-site surveys, planning records, Steering Group members, and from other stakeholders. In many cases, the survey data is not used in isolation, but instead is used to validate information from planning records or other sources.
- 6.3 This section concentrates not only upon the total additional provision which is needed in the area, but also whether there is a need for any transit sites and/or emergency stopping place provision.
- 6.4 Welsh Government Guidance requires an assessment of current and future pitch needs, and provides a prescribed framework for undertaking this calculation. This framework has been followed for the purposes of this GTAA.
- 6.5 As with any assessment of housing need the underlying calculation can be broken down into a relatively small number of factors. In this case, the key issue for residential pitches is to compare the supply that is available for occupation with the current and future needs of the households. The key factors in each of these elements are set out in the sections below.

Need for Gypsies and Travellers

Current Residential Supply

- » Occupied local authority pitches.
- » Occupied authorised private pitches.
- » Vacant local authority pitches and available private pitches.
- » Pitches expected to be vacated in the near future.
- » New local authority pitches private pitches with planning permission.

Current Residential Demand

- » Households on unauthorised encampments.
- » Households on unauthorised developments.

- » Concealed /over-crowded/doubled-up households⁶.
- » Conventional housing – movement from bricks and mortar⁷.
- » New households to arrive from waiting lists/in-migration.

Future Demand

- ^{6.6} Total future demand is a result of the formation of new households during the study period. Information from the site interviews provides details of the gross number of new households expected to form within the 5 year GTAA period, and details have been identified of vacant pitches and those expected to become vacant.

Current Authorised Residential Supply

- ^{6.7} To assess the current Gypsy and Traveller provision it is important to understand the total number of existing pitches and their planning status. Council records indicate that there is 1 authorised public site in Carmarthenshire and 5 private sites with permanent planning permission. There is no public or private transit provision. Whilst the public site at Penybryn has an historic planning consent for 30 pitches, only 15 are operational and the remaining 15 have not been included as supply.

Figure 20 – Total number of authorised sites in Carmarthenshire as at January 2016

Category	Sites	Pitches	Occupied
Private sites with permanent planning permission	5	12	11
Private sites with temporary planning permission	0	0	0
Public sites (Council and Registered Providers)	1	15	13
Public transit provision	0	0	0
Private transit provision	0	0	0

- ^{6.8} The next stage of the process is to assess how much space is, or will become, available on existing sites in order to determine the supply of available pitches. The main ways of finding this is through:
- » **Current vacant pitches** – There are 2 vacant pitches on the public site at Penybryn. Whilst there is 1 vacant pitch on a private site in the area, this has a personal planning condition and therefore cannot be included as supply.
 - » **Pitches expected to become vacant** – Analysis of pitch turnover at Penybryn indicates that on average 1 pitch becomes available each year. In addition 1 household at Penybryn has indicated to the Council that they will not be returning to the site, although there is still a tenancy agreement in place; and the Council are taking eviction proceedings for a household on another pitch on the site and the pitch is expected to become vacant by the end of 2016. There was no available pitch turnover identified from private sites. In addition no households on the public site indicated that they wished to move away or to bricks and mortar.

⁶ Following the guidance set out in Paragraphs 195-201 of the GTAA Guidance

⁷ Following the guidance set out in Paragraphs 172-183 of the GTAA Guidance

- » **Pitches currently with planning permission** – There were no public or private pitches identified with planning permission that has not yet been implemented.

6.9 This gives a figure for **overall supply of 5 pitches**.

Figure 21 – Summary of Pitch Supply in Carmarthenshire as at January 2016

Category	Pitches
Current vacant pitches	2
Pitches expected to become vacant	3
Movement to bricks and mortar	0
Out-migration	0
Unimplemented pitches with planning consent	0
TOTAL SUPPLY	5

Current Residential Demand

6.10 The next stage of the process is to assess current need and determine how many households are currently seeking pitches in the area.

Current Unauthorised and Tolerated Sites

6.11 The study has identified 1 unauthorised site with a total of 5 pitches in Carmarthenshire for which a planning application was made in 2012 but is still to be determined, although there is a resolution to grant planning permission. In addition a total of 4 pitches on long-term tolerated sites (Five Roads, Cynheidre and Penygraig Uchaf, Blaenwaun) have been identified for which enforcement action cannot be taken due to the length of time the pitches have been in place. The Council have also stated that for both of these sites a Certificate of Lawful Existing Use or Development (CLEUD) would be granted should an application be made. The Council will actively work with residents on these sites to ensure that an application for a CLEUD is made within the next 6 months. As such these sites will be included as current residential supply and not as current residential demand. Whilst contact was also made with Travellers on an unauthorised encampment in Llanelli during the fieldwork period there was no permanent need identified for the residents in Carmarthenshire.

6.12 As such there are **a total of 5 unauthorised pitches** in Carmarthenshire.

6.13 There are also currently **no sites** in Carmarthenshire with temporary planning permission.

Figure 22 – Summary of Unauthorised and Tolerated Pitches in Carmarthenshire at January 2016

Site	Pitches
Caer Elms, Llanelli (unauthorised)	5
Five Roads, Cynheidre (tolerated)	1
Penygraig Uchaf, Blaenwaun (tolerated)	3
TOTAL	9

Over-Crowded Pitches

- 6.14 The site interviews sought to identify concealed or doubled-up households on authorised sites that require a pitch immediately. A concealed household is one living in a multi-family household in addition to the primary family, such as a young couple living with parents, who need their own separate family accommodation, but are unable to do obtain it because of a lack of space on public or private sites, or a single family member or individual living within an existing family unit in need of separate accommodation. Whilst the demographic information collected during the site interviews suggested that there may be as many as 5 concealed households (i.e. young adults or older teenage children living on pitches with their parents), however in the interviews none of these households stated that there are any family members who would want to move to their own home in the next 5 years. Therefore there are **no concealed or doubled households living on sites** in Carmarthenshire.

Unsuitable Accommodation

- 6.15 The private site at Westover is in poor condition and the Council has accepted a homelessness duty towards the 3 households concerned. Whilst the residents are satisfied with the site and none gave any reasons why they cannot continue to live on the site, due to the condition of the site the 3 households have been included in the needs assessment as current residential demand as a result of unsuitable accommodation. These 3 households will be removed from current residential supply to avoid double counting in the household base.

Conventional Housing

- 6.16 Identifying households in bricks and mortar has been frequently highlighted as an issue with Gypsy and Traveller Accommodation Assessments. The 2011 UK Census of Population identified a total of just 120 Gypsy or Irish Traveller households in Carmarthenshire. It is unknown what proportion of these were living on sites and what proportion were living in bricks and mortar as the data from the 2011 Census does not break down accommodation type to this level.
- 6.17 As noted earlier, ORS went to all possible lengths to identify Gypsies and Travellers living in bricks and mortar and worked with stakeholders, Council officers, and on-site interviewees to identify households to interview. This process resulted in a number of households to interview. As set out earlier in this report an initial drop-in session was arranged in Llanelli. This resulted in a total of 14 completed interviews with households living in bricks and mortar. An additional interview was completed with a resident living on an unauthorised encampment who subsequently returned to housing. Following this a meeting was held with 3 representatives from the Travelling Community to seek additional information on households in bricks and mortar seeking to move to a site, as well as confirming numbers of concealed households and family growth. This identified **a total of 12 current households** who stated that they had a need to move to a site having cited depression and psychological aversion to living in a house. In addition **a further 15 members of these households** were identified in need of a home of their own in the next 5 years, with all stating that they would seek accommodation on a local authority site.
- 6.18 Contact was then attempted with the remaining households that had been identified by the Council to either confirm that they no longer wish to move to a site, or to complete an interview. This resulted in a further 4 completed interviews although none of the households wished to move back to a site.

- 6.19 In addition a local Housing Association was also able to provide details of 4 tenants who they believed to be Gypsies or Travellers. Contact was made with 1 tenant who did not want to take part on the study and it was not possible to make contact with the remaining 3 tenants despite repeated attempts.

Figure 23 - Summary of Bricks and Mortar Need in Carmarthenshire at January 2016

Site	Pitches
Existing households	12
Family growth	15
TOTAL	27

New Households to Arrive

- 6.20 There are no households on the waiting list for the public site at Penybryn. Therefore there are **no additional households** in need of a pitch in Carmarthenshire from the waiting list.
- 6.21 Assessments also need to consider in-migration (households requiring accommodation who move into the study area from outside) and out-migration (households moving away from the study area). Site surveys typically identify only small numbers of in-migrant and out-migrant households and the data is not normally robust enough to extrapolate long-term trends. At the national level, there is zero net migration of Gypsies and Travellers across the UK, but this assessment has taken into account local migration effects on the basis of the best local evidence available.
- 6.22 Evidence drawn from household interviews in Carmarthenshire has been carefully considered and has not identified any specific sources of movement due to in-migration or out-migration, other than natural pitch turnover. Beyond this, rather than assess in-migrant households seeking to develop new sites in the area, it is recommended that each case is assessed as a desire to live in the area and that site criteria rules are followed for each new site. It is therefore important for the Council to continue to follow its existing criteria-based planning policies for any new potential sites which do arise.

Additional Pitch Provision: Future Need

- 6.23 The next stage of the process is to assess future need and determine how many households are likely to be seeking pitches in the area in the future during the 5 years of the assessment.
- » Population and household growth.
 - » Movement to and from sites and migration.

Population and Household Growth

- 6.24 Nationally, a household formation and growth rate of 3.00% net per annum has been commonly assumed and widely used in local Gypsy and Traveller Accommodation Assessments, even though there is no statistical evidence of households growing so quickly. The result has been to inflate both national and local requirements for additional pitches unrealistically. In this context, ORS has prepared a *Technical Note on Household Formation and Growth Rates*. The main conclusions are set out here and the full Technical Note can be found in **Appendix C**.

- 6.25 Those seeking to provide evidence of high annual net household growth rates for Gypsies and Travellers have sometimes sought to rely on increases in the number of caravans, as reflected in the Caravan Counts. However, Caravan Count data is unreliable and erratic – so the only proper way to project future population and household growth is through detailed demographic analysis.
- 6.26 The research undertaken by ORS has identified that in fact, the growth in the national Gypsy and Traveller population may be as low as 1.50% per annum – much less than the 3.00% per annum often assumed, but still greater than in the settled community. Even using extreme and unrealistic assumptions, it is hard to find evidence that net Gypsy and Traveller population and household growth rates are above 2.00% per annum nationally.
- 6.27 The often assumed 3.00% per annum net household growth rate is unrealistic and would require clear statistical evidence before being used for planning purposes. In practice, the best available evidence supports a national net household growth rate of 1.50% per annum for Gypsies and Travellers.
- 6.28 Given that the GTAA only covers a period of 5 years only one measure of household growth has been used for the assessment of need in this study. Evidence of *gross* household formation (family growth) from Section D of the Household Survey, *netted off* against evidence of 1 year pitch turnover and pitches expected to become vacant, has been used.
- 6.29 The site interviews identified no new household growth; however the bricks and mortar interviews identified **a total of 15 new households** as a result of family growth over the 5 years of the assessment. In addition a 1 year pitch turnover and pitches expected to become vacant of 2 were identified at the public site.

Overall Need for Carmarthenshire – Gypsies and Travellers

- 6.30 Each element of the calculation for the need has been carefully examined and the next stage of the process is to balance current and future need against supply to provide an overall need for Carmarthenshire. As set out at the start of this section the following calculation is carried out to derive the overall net pitch requirement.
- 6.31 The Welsh Government Guidance requires an assessment of need for the Local Development Plan period to 2021. The estimated provision that is needed in Carmarthenshire for the 5 year period is for **30 additional pitches**. This will address the needs of all identifiable Gypsy and Traveller households, and includes existing households on unauthorised sites, those living in unsuitable accommodation, movement from conventional housing and the expected growth in household numbers due to new household formation – plus identified supply for the first 1 year period.

Figure 24 – Additional Pitches Needed for Gypsies and Travellers in Carmarthenshire from 2016-2021

Current Residential Supply	Number of Pitches
A. Occupied Local Authority Pitches	13
B. Occupied authorised private pitches ⁸	8
Total	21

Planned Residential Supply	Number of Pitches
C. Vacant Local Authority pitches and available vacant pitches	2
D. Pitches expected to become vacant in near future	3
E. New Local Authority and private pitches with planning permission	0
Total	5

Current Residential Demand	Pitch Demand
F. Unauthorised encampments	0
G. Unauthorised development	5
H. Overcrowded pitches/Unsuitable accommodation	3
I. Conventional housing	12
J. New households to arrive	0
Total	20

Current Households	Future Households (at year 5)	Future Households (years 6 to 15)
K. 38	53	n/a
L. Additional household pitch need	15 ⁹	n/a

Unmet Need	Need Arising	Need Accommodated
M. Current residential demand	20	
N. Future residential demand (year 5)	15	
O. Future residential demand (years 6 to 15)	n/a	
P. Planned residential supply		5
Q. Unmet need (5 year)	30	
R. Unmet need (GTAA plan period)	30	

⁸ Excluding 3 pitches deemed by the Council to be unsuitable which are include in Row H.

⁹ All from bricks and mortar households as no household growth was identified from the site interviews.

Transit/Emergency Stopping Site Provision for Gypsies and Travellers

- ^{6.32} Transit sites serve a specific function of meeting the needs of Gypsy and Traveller households who are visiting an area or who are passing through. A transit site typically has a restriction on the length of stay of around 13 weeks and has a range of facilities such as water supply, electricity and amenity blocks. An alternative to a transit site is an emergency stopping place. This type of site also has restrictions on the length of time for which a Traveller can stay on it, but has much more limited facilities with typically only a source of water and chemical toilets provided. Some authorities also operate an accepted or negotiated encampment policy where households are provided with access to lighting, drinking water, refuse collection and hiring of portable toilets at a cost to the Travellers.
- ^{6.33} The Criminal Justice and Public Order Act 1994 is particularly important with regard to the issue of Gypsy and Traveller transit site provision. Section 62A of the Act allows the Police to direct trespassers to remove themselves, their vehicles and their property from any land where a suitable pitch on a relevant caravan site is available within the same Local Authority area (or within the county in two-tier Local Authority areas). A suitable pitch on a relevant caravan site is one which is situated in the same Local Authority area as the land on which the trespass has occurred, and which is managed by a Local Authority, a Registered Provider or other person or body as specified by order by the Secretary of State. Case law has confirmed that a suitable pitch must be somewhere where the household can occupy their caravan. Bricks and mortar housing is not a suitable alternative to a pitch.
- ^{6.34} Therefore, a transit site both provides a place for households in transit to an area and also a mechanism for greater enforcement action against inappropriate unauthorised encampments.
- ^{6.35} In order to identify whether there is a need for the Council to provide transit accommodation analysis has been undertaken of the Caravan Count data, the Council's records of unauthorised encampments between 2013 and 2015 on land not owned by travellers, and the outcomes from the household interviews.
- ^{6.36} Analysis of the number of authorised and unauthorised caravans that have been recorded in Carmarthenshire for the 9 year period since 2006 shows a decrease in the number of authorised caravans from 114 to 69, and a gradual decrease in the number of unauthorised caravans from 20 to 5. As far as unauthorised caravans are concerned it is important to note that the July 2015 count has been superseded as 4 pitches recorded on one of the unauthorised sites were granted planning permission in March 2015 and 11 pitches recorded on one of the unauthorised developments were made lawful in November 2015. This GTAA now records only caravans on 9 pitches on tolerated or unauthorised sites.
- ^{6.37} Analysis of the Council's records of unauthorised encampments since 2013 shows that there have been a total of just 17 between April 2013 and October 2015. Of these 8 have been by a single family group that are known to the Council and are now living in social housing in Llanelli, 6 have been unknown families who have only stayed for a short period of time, and 1 was a group of Irish Travellers who stated that they had no permanent accommodation needs in Carmarthenshire.
- ^{6.38} Outcomes from the household interviews showed that less than 40% of households that were interviewed in Carmarthenshire felt that there was a need for more transit sites in Wales, and just 2 households stated that they had camped by the roadside/on an unauthorised encampment/on a transit site in Wales in the past 12 months.

- ^{6.39} As such, based on the evidence set out above, it is recommended that there is **no need for the Council to provide a transit site or temporary stopping places** in Carmarthenshire. However the Council should continue to monitor the number of unauthorised encampments and consider the use of Negotiated Stopping Arrangements to deal with short-term transient stops.

Overall Need for Carmarthenshire – Travelling Showpeople

- 6.40 Due to the small number of interviews that were completed with Travelling Showpeople households the approach taken to assess accommodation need is more straightforward than that for Gypsies and Travellers.
- 6.41 Interviews were completed with 9 Travelling Showperson households living on yards and 3 living in bricks and mortar.

Current Authorised Residential Supply

- 6.42 To assess the current Travelling Showperson provision it is important to understand the total number of existing plots and their planning status. Council records indicate that there is 1 authorised private yard in Carmarthenshire, 5 plots on a tolerated yard and 1 plot on an unauthorised yard.

Figure 25 – Total number of authorised yards in Carmarthenshire as at January 2016

Category	Yards	Plots	Occupied
Private sites with permanent planning permission	1	3	3
Private sites with temporary planning permission	0	0	0
Public sites (Council and Registered Providers)	0	0	0

- 6.43 The next stage of the process is to assess how much space is, or will become, available on existing yards in order to determine the supply of available pitches. The main ways of finding this is through:
- » **Current vacant plots** – There are no vacant plots in Carmarthenshire.
 - » **Plots expected to become vacant** – There are no plots expected to become vacant in Carmarthenshire.
 - » **Plots currently with planning permission** – There are no unimplemented pitches in Carmarthenshire with planning permission.
- 6.44 This gives a figure for **overall supply of no plots**.

Current Residential Demand

- 6.45 The next stage of the process is to assess current need and determine how many households are currently seeking plots in the area.

Current Unauthorised and Tolerated Yards

- 6.46 The study has identified 1 unauthorised yard with 1 plot in Carmarthenshire which is believed to have planning consent for non-residential use only. In addition a total of 5 plots on a long-term tolerated yard (Fairground, Llanelli) have been identified for which enforcement action cannot be taken due to the length of time the plots have been in place. The Council have also stated that for this site a Certificate of Lawful Existing Use or Development (CLEUD) would be granted should an application be made. The Council will actively work with residents on the site to ensure that an application for a CLEUD is made within the next 6 months. These will be included as current residential supply and not as current residential demand.

6.47 As such there is **1 unauthorised plot** in Carmarthenshire.

6.48 There are also currently **no yards** in Carmarthenshire with temporary planning permission.

Figure 26 – Summary of Unauthorised and Tolerated Plots in Carmarthenshire at January 2016

Site	Pitches
Fairground, Halfway, Llanelli	5
North's Yard, Llanelli	1
TOTAL	6

Over-Crowded Pitches

6.49 The yard interviews sought to identify concealed or doubled-up households on yards that require a pitch immediately. A concealed household is one living in a multi-family household in addition to the primary family, such as a young couple living with parents, who need their own separate family accommodation, but are unable to do obtain it because of a lack of space on public or private yards, or a single family member or individual living within an existing family unit in need of separate accommodation. The yard interviews identified **one concealed households living on a yard** in Carmarthenshire.

Conventional Housing

6.50 The yard interviews did not identify any households living in bricks and mortar who were seeking to move to a yard. However a sibling from one of the households living in bricks and mortar was seeking to move to a yard within the next 5 years and this has been included as a component of need through family growth.

Figure 27 - Summary of Bricks and Mortar Need in Carmarthenshire at January 2016

Site	Plots
Existing households	0
Family growth	1
TOTAL	1

New Households to Arrive

6.51 There are no public yards in Carmarthenshire so there is no waiting list for plots. All of the yards are in private family ownership and occupation and no plots are let on a commercial basis.

6.52 Evidence drawn from household interviews in Carmarthenshire has been carefully considered and has not identified any specific sources of movement due to in-migration or out-migration, other than natural plot turnover. Beyond this, rather than assess in-migrant households seeking to develop new yards in the area, it is recommended that each case is assessed as a desire to live in the area and that yard criteria rules are followed for each new yard. It is therefore important for the Council to continue to follow its existing criteria-based planning policies for any new potential yards which do arise.

Additional Plot Provision: Future Need

- 6.53 The next stage of the process is to assess future need and determine how many households are likely to be seeking plots in the area in the future during the 5 years of the assessment. There are two key components of future need.
- » Population and household growth.
 - » Movement to and from sites and migration.

Population and Household Growth

- 6.54 Nationally, a household formation and growth rate of 1.00% net per annum has been commonly assumed and widely used in local Travelling Showpeople Accommodation Assessments as there is evidence across the UK that there are far fewer children and teenagers in Travelling Showperson families.
- 6.55 The yard interviews identified 2 family members living on the private yard who were seeking a plot of their own in the next 5 years.
- 6.56 As for the assessment of need for Gypsies and Travellers there is only one measure of household growth that has been used for the assessment of need in this study. Evidence of *gross* household formation (family growth) from Section D of the Household Survey, *netted off* against evidence of 1 year plot turnover and plots expected to become vacant, has been used.
- 6.57 The site and bricks and mortar interviews identified **a total of 3 new household** as a result of family growth over the 5 years of the assessment, and no plot turnover or plots expected to become vacant.
- 6.58 The Welsh Government Guidance requires an assessment of need for the Local Development Plan period to 2021. The estimated provision that is needed for Travelling Showpeople in Carmarthenshire for the Local Development Plan period to 2021 is for **5 additional plots**. This will address the needs of all identifiable Travelling Showpeople households, and includes existing households on unauthorised sites, concealed households, and the expected growth in household numbers due to new household formation.

Figure 28 – Additional Plots Needed for Travelling Showpeople in Carmarthenshire from 2016-2021

Current Residential Supply	Number of Pitches
A. Occupied Local Authority plots	0
B. Occupied authorised private plots	8
Total	8

Planned Residential Supply	Number of Pitches
C. Vacant Local Authority plots and available vacant plots	0
D. Plots expected to become vacant in near future	0
E. New Local Authority and private plots with planning permission	0
Total	0

Current Residential Demand	Pitch Demand
F. Unauthorised encampments	0
G. Unauthorised development	1
H. Overcrowded plots	1
I. Conventional housing	0
J. New households to arrive	0
Total	2

Current Households	Future Households (at year 5)	Future Households (years 6 to 15)
K. 10	13	n/a
L. Additional household plot need	3	n/a

Unmet Need	Need Arising	Need Accommodated
M. Current residential demand	2	
N. Future residential demand (year 5)	3	
O. Future residential demand (years 6 to 15)	n/a	
P. Planned residential supply		0
Q. Unmet need (5 year)	5	
R. Unmet need (GTAA plan period)	5	

7. Conclusions and Next Steps

Gypsy and Traveller Future Pitch Provision

- 7.1 The Welsh Government Guidance requires an assessment of need for the Local Development Plan period to 2021. The estimated provision that is needed in Carmarthenshire for the 5 year period is for **30 additional pitches**. These figures should be seen as the projected amount of provision which is necessary to meet the statutory obligations towards identifiable needs of the population arising in the area. These figures include households living on unauthorised developments, households living in unsuitable accommodation, movement from conventional housing, and new household formation – less the identified supply for the first year of the study period only.

Transit Sites

- 7.2 Analysis of the number of unauthorised caravans since 2006 shows a gradual decrease in the number of unauthorised caravans from 20 to 5. However the GTAA now records only caravans on 9 pitches on tolerated or unauthorised sites.
- 7.3 Analysis of the Council's records of unauthorised encampments since 2013 shows that there have been a total of just 17 between April 2013 and October 2015. Of these 8 have been by a single family group that are known to the Council, 6 have been unknown families who have only stayed for a short period of time, and 1 was a group of Irish Travellers who stated that they had no permanent accommodation needs in Carmarthenshire.
- 7.4 Outcomes from the household interviews showed that less than 40% of households that were interviewed in Carmarthenshire felt that there was a need for more transit sites in Wales, and just 2 households stated that they had ever camped by the roadside/on an unauthorised encampment/on a transit site in Wales in the past 12 months. As such it is recommended that there is **not a need for the Council to provide a transit site or temporary stopping places** in Carmarthenshire. However the Council should continue to monitor the number of unauthorised encampments and consider the use of Negotiated Stopping Arrangements to deal with short-term transient stops.

Travelling Showpeople

- 7.5 Based on the evidence presented in this study the estimate additional plot provision needed for Travelling Showpeople in Carmarthenshire for Local Development Plan period to 2021 is for **5 additional plots**. This will address the needs of all identifiable Travelling Showpeople households, and includes existing households on unauthorised sites, concealed households, and the expected growth in household numbers due to new household formation.

Next Steps

- ^{7.6} Following the completion of the GTAA, and its approval by Welsh Government Ministers, the Council will seek to address the need that has been identified through a process of identifying suitable land for both new public and private sites and pitches, together with the possibility of working proactively with Gypsy and Traveller households to develop a more community led approach such as Community Land Trusts. It will also explore whether part of this need can be met through the intensification or expansion of existing sites, and will engage with residents living on current sites to establish their individual needs and aspirations.
- ^{7.7} When the Council have determined how best to meet the need identified in this GTAA, a process of identifying appropriate internal and external funding for any new public provision or Community Land Trusts will need to be undertaken. This is likely to involve an application for funding to Welsh Government.
- ^{7.8} The Council will also work closely with residents on the 3 tolerated sites/yards (Five Roads, Cynheidre – Penygraig Uchaf, Blaenwaun – Fairground, Llanelli) to formalise these sites by ensuring that an application for a Certificate of Lawful Existing Use or Development (CLEUD) is submitted by the end of 2016.

Appendix A: Sites and Yards in Carmarthenshire (January 2016)

Site/Yard	Operational Pitches/Plots	Unauthorised Pitches/Plots
Public Sites		
Penybryn Travellers Site, Llanelli	15	-
Private Sites with Permanent Permission		
Glynceirch Caravan Park, Llandeilo	3	-
Roman Way, Carway	4	-
The Paddock, Milo	1	-
Ty Newydd, Llanon	1	-
Westover, Whitland	3	-
Private Sites with Temporary Permission		
None	-	-
Tolerated Sites – Long-term without Planning Permission		
Five Roads, Cynheidre	-	1
Penygraig Uchaf, Blaenwaun	-	3
Unauthorised Sites		
Caer Elms, Llanelli	-	5
TOTAL PITCHES	27	9
Public Transit Sites		
None	-	-
Private Transit Sites		
None	-	-
Private Travelling Showpeople Yards		
Fairlands, Ffairfach	3	-
Tolerated Travelling Showpeople Yards		
Fairground, Halfway, Llanelli	-	5
Unauthorised Travelling Showpeople Yards		
North's Yard	-	1

Appendix B: Interview Log

Address	Type of tenure	Interview attempts			Engagement techniques used	Completed or refusal?	Reasons for refusal?
Penybryn Travellers Site - Pitch 1	Local Authority site	28/09/15	29/09/15		Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 2	Local Authority site	19/10/15			Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 3	Local Authority site	28/09/15	29/09/15		Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 4	Local Authority site	28/09/15	29/09/15	05/10/15	Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 5	Local Authority site	28/09/15			Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 6	Local Authority site	28/09/16	29/09/15	05/10/15	Face-to-face pre-notification	Refusal	Away from the site
Penybryn Travellers Site - Pitch 7	Local Authority site	19/10/15	29/09/15	15/10/15	Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 8	Local Authority site	19/10/15	28/09/15		Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 9	Local Authority site	28/09/16			Face-to-face pre-notification	Refusal	Vacant pitch
Penybryn Travellers Site - Pitch 10	Local Authority site	28/09/16			Face-to-face pre-notification	Refusal	Vacant pitch
Penybryn Travellers Site - Pitch 11	Local Authority site	28/09/15	29/09/15	05/10/15	Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 12	Local Authority site	28/09/15	29/09/15		Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 13	Local Authority site	29/09/15			Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 14	Local Authority site	29/09/15			Face-to-face pre-notification	Completed	
Penybryn Travellers Site - Pitch 15	Local Authority site	28/09/15			Face-to-face pre-notification	Completed	
Roman Way, Herberdeg Road - Pitch 1	Private authorised site	28/09/15			Site visit	Completed	
Roman Way, Herberdeg Road - Pitch 2	Private authorised site	25/09/15			Site visit	Completed	
Roman Way, Herberdeg Road - Pitch 3	Private authorised site	28/09/15			Site visit	Completed	
Roman Way, Herberdeg Road - Pitch 4	Private authorised site	28/09/15			Site visit	Refusal	Vacant pitch
11 Westover, Whitland	Private authorised site	28/09/15			Site visit	Completed	
12 Westover, Whitland	Private authorised site	29/09/15			Site visit	Completed	
24 Westover, Whitland	Private authorised site	28/09/15			Site visit	Completed	
Glynceirch Caravan Park - Pitch 6	Private authorised site	30/09/15			Site visit	Completed	
Glynceirch Caravan Park - Pitch 7	Private authorised site	30/09/15			Site visit	Completed	
Glynceirch Caravan Park - Pitch 8	Private authorised site	30/08/15			Site visit	Completed	
Penygraig Uchaf - Pitch 8	Private authorised site	29/09/15			Site visit	Completed	
Penygraig Uchaf - Pitch 9	Private authorised site	29/09/16			Site visit	Refusal	Did not want to participate in GTAA
Penygraig Uchaf - Pitch 10	Private authorised site	29/09/17			Site visit	Refusal	Did not want to participate in GTAA
Tynewydd, Llanon	Private authorised site	29/09/15			Site visit	Completed	
The Paddocks, Milo	Private authorised site	19/11/15			Site visit	Refusal	Did not want to participate in GTAA
Brookside, Five Roads	Unauthorised development	28/09/15			Site visit	Completed	
Caer Elms, Llanelli - Pitch 1	Unauthorised development	28/09/15	29/09/17		Site visit and telephone call	Refusal	Did not want to participate in GTAA
Caer Elms, Llanelli - Pitch 2	Unauthorised development	28/09/15	29/09/17		Site visit and telephone call	Refusal	Did not want to participate in GTAA
Caer Elms, Llanelli - Pitch 3	Unauthorised development	28/09/15	29/09/17		Site visit and telephone call	Refusal	Did not want to participate in GTAA
Caer Elms, Llanelli - Pitch 4	Unauthorised development	28/09/15	29/09/17		Site visit and telephone call	Refusal	Did not want to participate in GTAA
Caer Elms, Llanelli - Pitch 5	Unauthorised development	28/09/15	29/09/17		Site visit and telephone call	Refusal	Did not want to participate in GTAA
Fairlands, Ffairfach - Plot 1	Private authorised site	17/11/15			Site visit	Completed	
Fairlands, Ffairfach - Plot 2	Private authorised site	17/11/15			Site visit	Completed	
Fairlands, Ffairfach - Plot 3	Private authorised site	17/11/15			Site visit	Completed	
Fairground, Llanelli - Plot 1	Unauthorised development	19/11/15			Site visit	Completed	
Fairground, Llanelli - Plot 2	Unauthorised development	19/11/15			Site visit	Completed	
Fairground, Llanelli - Plot 3	Unauthorised development	19/11/15			Site visit	Completed	
Fairground, Llanelli - Plot 4	Unauthorised development	18/11/15			Site visit	Completed	
Fairground, Llanelli - Plot 5	Unauthorised development	19/11/15			Site visit	Completed	
North's Yard, Llanelli	Unauthorised development	17/11/15			Site visit	Completed	
Dolau Road, Llanelli (TSP)	Bricks and mortar	19/11/15			Home visit	Completed	
Stanley Street, Llanelli (TSP)	Bricks and mortar	19/11/15			Home visit	Completed	
New Dock Street, Llanelli (TSP)	Bricks and mortar	17/11/15			Home visit	Completed	
Coke Works (Unauthorised) - Now Bricks and Mortar	Bricks and mortar	08/10/15			Site visit	Completed	
Brynawelon, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Nantwen, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Bryngolau, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Tir Eion, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Pant Y Celyn, Llwynhendy	Bricks and mortar	08/11/15			Pre-notified drop-in session	Completed	
Ynyslas, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Brynawelon, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Heol Daniel, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Brynsierfel, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Lower Trostre Road, Llanelli	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Cae Clas, Felinfoel	Bricks and mortar	08/11/15			Pre-notified drop-in session	Completed	
Heol Eifed, Llwynhendy	Bricks and mortar	09/11/15			Pre-notified drop-in session	Completed	
Dan Yr Allt, Felinfoel	Bricks and mortar	08/11/15			Pre-notified drop-in session	Completed	
Dolwar Fach, Llwynhendy	Bricks and mortar	08/11/15			Pre-notified drop-in session	Completed	
Derwen Street, Llanelli	Bricks and mortar	24/11/15			Home visit	Completed	
Lon Hafren, Llanelli	Bricks and mortar	25/11/15			Home visit	Completed	
Maes Werdd, Llanelli	Bricks and mortar	24/11/15	25/11/15		Home visit	Completed	
Dan-Y-Cwm, Llanelli	Bricks and mortar	24/11/15			Home visit	Completed	
Bryngaer, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/15	Telephone Call	Refusal	Unable to make contact
Brynsierfel, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/16	Telephone Call	Refusal	Unable to make contact
Maes Werdd, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/17	Telephone Call	Refusal	Unable to make contact
Dolafon, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/18	Telephone Call	Refusal	Unable to make contact
Graig Wen, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/19	Telephone Call	Refusal	Unable to make contact
Tawel Fan, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/20	Telephone Call	Refusal	Unable to make contact
Tircafel, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/21	Telephone Call	Refusal	Unable to make contact
Trallwm Road, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/22	Telephone Call	Refusal	Unable to make contact
Waun Sidan, Llanelli	Bricks and mortar	24/11/15	25/11/15	26/11/23	Telephone Call	Refusal	Unable to make contact
Maesydderwen	Bricks and mortar	24/11/15	25/11/15	26/11/24	Telephone Call	Refusal	Unable to make contact
Meldrim, St Clears	Bricks and mortar	24/11/15	25/11/15	26/11/25	Telephone Call	Refusal	Unable to make contact
Lon Hafren, St. Clears	Bricks and mortar	24/11/15	25/11/15	26/11/26	Telephone Call	Refusal	Unable to make contact
Whitland	Bricks and mortar	24/11/15	25/11/15	26/11/27	Telephone Call	Refusal	Unable to make contact
Housing Association Contact	Bricks and mortar	04/01/16			Telephone Call	Refusal	
Housing Association Contact	Bricks and mortar	04/01/16	05/01/16	06/01/16	Telephone Call	Refusal	Unable to make contact
Housing Association Contact	Bricks and mortar	04/01/16	05/01/16	06/01/16	Telephone Call	Refusal	Unable to make contact
Housing Association Contact	Bricks and mortar	04/01/16	05/01/16	06/01/16	Telephone Call	Refusal	Unable to make contact

Appendix C: Technical Note on Household Formation and Growth Rates



Technical Note

Gypsy and Traveller Household Formation and Growth Rates

August 26th 2015

Opinion Research Services
Spin-out company of Swansea University



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Household Growth Rates

Abstract and conclusions

1. National and local household formation and growth rates are important components of Gypsy and Traveller accommodation assessments, but little detailed work has been done to assess their likely scale. Nonetheless, nationally, a net growth rate of 3% per annum has been commonly assumed and widely used in local assessments – even though there is actually no statistical evidence of households growing so quickly. The result has been to inflate both national and local requirements for additional pitches unrealistically.
2. Those seeking to provide evidence of high annual net household growth rates for Gypsies and Travellers have sometimes sought to rely on increases in the number of caravans, as reflected in caravan counts. However, caravan count data are unreliable and erratic – so the only proper way to project future population and household growth is through demographic analysis (which, of course, is used to assess housing needs in the settled community).
3. The growth in the Gypsy and Traveller population may be as low as 1.25% per annum – a rate which is much less than the 3% per annum often assumed, but still at least four times greater than in the general population. Even using extreme and unrealistic assumptions, it is hard to find evidence that net Gypsy and Traveller population and household growth rates are above 2% per annum nationally.
4. The often assumed 3% per annum net household growth rate is unrealistic and would require clear statistical evidence before being used for planning purposes. In practice, the best available evidence supports a national net household growth rate of 1.5% per annum for Gypsies and Travellers.
5. Some local authorities might perhaps allow for a household growth rate of up to 2.5% per annum, to provide a ‘margin’ if their populations are relatively youthful; but in areas where on-site surveys indicate that there are fewer children in the Gypsy and Traveller communities, the lower estimate of 1.5% per annum should be used for planning purposes.

Introduction

6. The rate of household growth is a key element in all housing assessments, including Gypsy and Traveller accommodation assessments. Compared with the general population, the relative youthfulness of many Gypsy and Traveller populations means that their birth rates are likely to generate higher-than-average population growth, and proportionately higher *gross* household formation rates. However, while their *gross* rate of household growth might be high, Gypsy and Traveller communities’ future accommodation needs are, in practice, affected by any reduction in the number of households due to dissolution and/or by movements in/out of the area and/or by transfers into other forms of housing. Therefore, the *net* rate of household growth is the *gross* rate of formation *minus* any reductions in households due to such factors. Of course, it is the *net* rate that is important in determining future accommodation needs for Gypsies and Travellers.

7. In this context, it is a matter of concern that many Gypsy and Traveller accommodation needs assessments have not distinguished *gross* and *net* growth rates nor provided evidence for their assumed rates of household increase. These deficiencies are particularly important because when assumed growth rates are unrealistically high, and then compounded over a number of planning years, they can yield exaggerated projections of accommodation needs and misdirect public policy. Nonetheless, assessments and guidance documents have assumed 'standard' *net* growth rates of about 3% without sufficiently recognising either the range of factors impacting on the *gross* household growth rates or the implications of unrealistic assumptions when projected forward on a compound basis year by year.
8. For example, in a study for the Office of the Deputy Prime Minister ('Local Authority Gypsy and Traveller Sites in England', 2003), Pat Niner concluded that *net* growth rates as high as 2%-3% per annum should be assumed. Similarly, the Regional Spatial Strategies (RSS) (which continued to be quoted after their abolition was announced in 2010) used *net* growth rates of 3% per annum without providing any evidence to justify the figure (For example, 'Accommodation for Gypsies and Travellers and Travelling Showpeople in the East of England: A Revision to the Regional Spatial Strategy for the East of England July 2009').
9. However, the guidance of the Department of Communities and Local Government ('Gypsy and Traveller Accommodation Needs Assessments: Guidance', 2007) was much clearer in saying that:

The 3% family formation growth rate is used here as an example only. The appropriate rate for individual assessments will depend on the details identified in the local survey, information from agencies working directly with local Gypsy and Traveller communities, and trends identified from figures previously given for the caravan count. [In footnote 6, page 25]

10. The guidance emphasises that local information and trends should always be taken into account – because the *gross* rate of household growth is moderated by reductions in households through dissolution and/or by households moving into bricks and mortar housing or moving to other areas. In other words, even if 3% is plausible as a *gross* growth rate, it is subject to moderation through such reductions in households through dissolution or moves. It is the resulting *net* household growth rate that matters for planning purposes in assessing future accommodation needs.
11. The current guidance also recognises that assessments should use local evidence for *net* future household growth rates. A letter from the Minister for Communities and Local Government (Brandon Lewis MP), to Andrew Selous MP (placed in the House of Commons library on March 26th 2014) said:

I can confirm that the annual growth rate figure of 3% does not represent national planning policy.

The previous Administration's guidance for local authorities on carrying out Gypsy and Traveller Accommodation Assessments under the Housing Act 2004 is unhelpful in that it uses an illustrative example of calculating future accommodation need based on the 3% growth rate figure. The guidance notes that the appropriate rate for individual assessments will depend on the details identified in the local authority's own assessment of need. As such the Government is not endorsing or supporting the 3% growth rate figure.'

12. Therefore, while there are many assessments where a national Gypsy and Traveller household growth rate of 3% per annum has been assumed (on the basis of 'standard' precedent and/or guidance), there is little to justify this position and it conflicts with current planning guidance. In this context, this document seeks to integrate available evidence about *net* household growth rates in order to provide a more robust basis for future assessments.

Compound growth

13. The assumed rate of household growth is crucially important for Gypsy and Traveller studies because for future planning purposes it is projected over time on a compound basis – so errors are progressively enlarged. For example, if an assumed 3% *net* growth rate is compounded each year then the implication is that the number of households will double in only 23.5 years; whereas if a *net* compound rate of 1.5% is used then the doubling of household numbers would take 46.5 years. The table below shows the impact of a range of compound growth rates.

Table 1

Compound Growth Rates and Time Taken for Number of Households to Double

Household Growth Rate per Annum	Time Taken for Household to Double
3.00%	23.5 years
2.75%	25.5 years
2.50%	28 years
2.25%	31 years
2.00%	35 years
1.75%	40 years
1.50%	46.5 years

14. The above analysis is vivid enough, but another illustration of how different rates of household growth impact on total numbers over time is shown in the table below – which uses a baseline of 100 households while applying different compound growth rates over time. After 5 years, the difference between a 1.5% growth rate and a 3% growth rate is only 8 households (116 minus 108); but with a 20-year projection the difference is 46 households (181 minus 135).

Table 2

Growth in Households Over time from a Baseline of 100 Households

Household Growth Rate per Annum	5 years	10 years	15 years	20 years	50 years	100 years
3.00%	116	134	156	181	438	1,922
2.75%	115	131	150	172	388	1,507
2.50%	113	128	145	164	344	1,181
2.25%	112	125	140	156	304	925
2.00%	110	122	135	149	269	724
1.75%	109	119	130	141	238	567
1.50%	108	116	125	135	211	443

15. In summary, the assumed rate of household growth is crucially important because any exaggerations are magnified when the rate is projected over time on a compound basis. As we have shown, when compounded and projected over the years, a 3% annual rate of household growth implies much larger future Gypsy and Traveller accommodation requirements than a 1.5% per annum rate.

Caravan counts

16. Those seeking to demonstrate national Gypsy and Traveller household growth rates of 3% or more per annum have, in some cases, relied on increases in the number of caravans (as reflected in caravan counts) as their evidence. For example, some planning agents have suggested using 5-year trends in the national caravan count as an indication of the general rate of Gypsy and Traveller household growth. For example, the count from July 2008 to July 2013 shows a growth of 19% in the number of caravans on-site – which is equivalent to an average annual compound growth rate of 3.5%. So, *if plausible*, this approach could justify using a 3% or higher annual household growth rate in projections of future needs.
17. However, caravan count data are unreliable and erratic. For example, the July 2013 caravan count was distorted by the inclusion of 1,000 caravans (5% of the total in England) recorded at a Christian event near Weston-Super-Mare in North Somerset. Not only was this only an estimated number, but there were no checks carried out to establish how many caravans were occupied by Gypsies and Travellers. Therefore, the resulting count overstates the Gypsy and Traveller population and also the rate of household growth.
18. ORS has applied the caravan-counting methodology hypothetically to calculate the implied national household growth rates for Gypsies and Travellers over the last 15 years, and the outcomes are shown in the table below. The January 2013 count suggests an average annual growth rate of 1.6% over five years, while the July 2013 count gives an average 5-year rate of 3.5%; likewise a study benchmarked at January 2004 would yield a growth rate of 1%, while one benchmarked at January 2008 would imply a 5% rate of growth. Clearly any model as erratic as this is not appropriate for future planning.

Table 3
National CLG Caravan Count July 1998 to July 2014 with Growth Rates (Source: CLG)

Date	Number of caravans	5 year growth in caravans	Percentage growth over 5 years	Annual over last 5 years.
Jan 2015	20,123	1,735	9.54%	1.84%
July 2014	20,035	2,598	14.90%	2.81%
Jan 2014	19,503	1,638	9.17%	1.77%
July 2013	20,911	3,339	19.00%	3.54%
Jan 2013	19,359	1,515	8.49%	1.64%
Jul 2012	19,261	2,112	12.32%	2.35%
Jan 2012	18,746	2,135	12.85%	2.45%
Jul 2011	18,571	2,258	13.84%	2.63%
Jan 2011	18,383	2,637	16.75%	3.15%
Jul 2010	18,134	2,271	14.32%	2.71%
Jan 2010	18,370	3,001	19.53%	3.63%
Jul 2009	17,437	2,318	15.33%	2.89%
Jan 2009	17,865	3,503	24.39%	4.46%
Jul 2008	17,572	2,872	19.54%	3.63%
Jan 2008	17,844	3,895	27.92%	5.05%

Jul 2007	17,149	2,948	20.76%	3.84%
Jan 2007	16,611	2,893	21.09%	3.90%
Jul 2006	16,313	2,511	18.19%	3.40%
Jan 2006	15,746	2,352	17.56%	3.29%
Jul 2005	15,863	2,098	15.24%	2.88%
Jan 2005	15,369	1,970	14.70%	2.78%
Jul 2004	15,119	2,110	16.22%	3.05%
Jan 2004	14,362	817	6.03%	1.18%
Jul 2003	14,700			
Jan 2003	13,949			
Jul 2002	14,201			
Jan 2002	13,718			
Jul 2001	13,802			
Jan 2001	13,394			
Jul 2000	13,765			
Jan 2000	13,399			
Jan 1999	13,009			
Jul 1998	13,545			

19. The annual rate of growth in the number of caravans varies from slightly over 1% to just over 5% per annum. We would note that if longer time periods are used the figures do become more stable. Over the 36 year period 1979 (the start of the caravan counts) to 2015 the compound growth rate in caravan numbers has been 2.5% per annum.
20. However, there is no reason to assume that these widely varying rates correspond with similar rates of increase in the household population. In fact, the highest rates of caravan growth occurred between 2006 and 2009, when the first wave of Gypsy and Traveller accommodation needs assessments were being undertaken – so it seems plausible that the assessments prompted the inclusion of additional sites and caravans (which may have been there, but not counted previously). Counting caravan numbers is very poor proxy for Gypsy and Traveller household growth. Caravans counted are not always occupied by Gypsy and Traveller families and numbers of caravans held by families may increase generally as affluence and economic conditions improve, (but without a growth in households)
21. There is no reason to believe that the varying rates of increase in the number of caravans are matched by similar growth rates in the household population. The caravan count is not an appropriate planning guide and the only proper way to project future population and household growth is through demographic analysis – which should consider both population and household growth rates. This approach is not appropriate to needs studies for the following reasons:

Modelling population growth

Introduction

22. The basic equation for calculating the rate of Gypsy and Traveller population growth seems simple: start with the base population and then calculate the average increase/decrease by allowing for births, deaths and in-/out-migration. Nevertheless, deriving satisfactory estimates is difficult because the evidence is often tenuous – so, in this context, ORS has modelled the growth of the national Gypsy and Traveller population based on the most likely birth and death rates, and by using PopGroup (the leading software for

population and household forecasting). To do so, we have supplemented the available national statistical sources with data derived locally (from our own surveys) and in some cases from international research. None of the supplementary data are beyond question, and none will stand alone; but, when taken together they have cumulative force. In any case the approach we adopt is more critically self-aware than simply adopting 'standard' rates on the basis of precedent.

Migration effects

23. Population growth is affected by national net migration and local migration (as Gypsies and Travellers move from one area to another). In terms of national migration, the population of Gypsies and Travellers is relatively fixed, with little international migration. It is in principle possible for Irish Travellers (based in Ireland) to move to the UK, but there is no evidence of this happening to a significant extent and the vast majority of Irish Travellers were born in the UK or are long-term residents. In relation to local migration effects, Gypsies and Travellers can and do move between local authorities – but in each case the in-migration to one area is matched by an out-migration from another area. Since it is difficult to estimate the net effect of such movements over local plan periods, ORS normally assumes that there will be nil net migration to/from an area. Nonetheless, where it is possible to estimate specific in-/out- migration effects, we take account of them, while distinguishing between migration and household formation effects.

Population profile

24. The main source for the rate of Gypsy and Traveller population growth is the UK 2011 Census. In some cases the data can be supplemented by ORS's own household survey data which is derived from more than 2,000 face-to-face interviews with Gypsies and Travellers since 2012. The ethnicity question in the 2011 census included for the first time 'Gypsy and Irish Traveller' as a specific category. While non-response bias probably means that the size of the population was underestimated, the age profile the census provides is not necessarily distorted and matches the profile derived from ORS's extensive household surveys.
25. The age profile is important, as the table below (derived from census data) shows. Even assuming zero deaths in the population, achieving an annual population growth of 3% (that is, doubling in size every 23.5 years) would require half of the "year one" population to be aged under 23.5 years. When deaths are accounted for (at a rate of 0.5% per annum), to achieve the same rate of growth, a population of Gypsies and Travellers would need about half its members to be aged under 16 years. In fact, though, the 2011 census shows that the midway age point for the national Gypsy and Traveller population is 26 years – so the population could not possibly double in 23.5 years.

Table 4

Age Profile for the Gypsy and Traveller Community in England (Source: UK Census of Population 2011)

Age Group	Number of People	Cumulative Percentage
Age 0 to 4	5,725	10.4
Age 5 to 7	3,219	16.3
Age 8 to 9	2,006	19.9
Age 10 to 14	5,431	29.8
Age 15	1,089	31.8
Age 16 to 17	2,145	35.7
Age 18 to 19	1,750	38.9

Age 20 to 24	4,464	47.1
Age 25 to 29	4,189	54.7
Age 30 to 34	3,833	61.7
Age 35 to 39	3,779	68.5
Age 40 to 44	3,828	75.5
Age 45 to 49	3,547	82.0
Age 50 to 54	2,811	87.1
Age 55 to 59	2,074	90.9
Age 60 to 64	1,758	94.1
Age 65 to 69	1,215	96.3
Age 70 to 74	905	97.9
Age 75 to 79	594	99.0
Age 80 to 84	303	99.6
Age 85 and over	230	100.0

Birth and fertility rates

26. The table above provides a way of understanding the rate of population growth through births. The table shows that surviving children aged 0-4 years comprise 10.4% of the Gypsy and Traveller population – which means that, on average, 2.1% of the total population was born each year (over the last 5 years). The same estimate is confirmed if we consider that those aged 0-14 comprise 29.8% of the Gypsy and Traveller population – which also means that almost exactly 2% of the population was born each year. (Deaths during infancy will have minimal impact within the early age groups, so the data provides the best basis for estimating of the birth rate for the Gypsy and Traveller population.)
27. The total fertility rate (TFR) for the whole UK population is just below 2 – which means that on average each woman can be expected to have just less than two children who reach adulthood. We know of only one estimate of the fertility rates of the UK Gypsy and Traveller community. This is contained in the book, 'Ethnic identity and inequalities in Britain: The dynamics of diversity' by Dr Stephen Jivraj and Professor Ludi Simpson published in May 2015. This draws on the 2011 Census data and provides an estimated total fertility rate of 2.75 for the Gypsy and traveller community
28. ORS's have been able to examine our own survey data to investigate the fertility rate of Gypsy and Traveller women. The ORS data shows that, on average, Gypsy and Traveller women aged 32 years have 2.5 children (but, because the children of mothers above this age point tend to leave home progressively, full TFRs were not completed). On this basis it is reasonable to assume an average of three children per woman during her lifetime which would be consistent with the evidence from the 2011 Census of a figure of around 2.75 children per woman. In any case, the TFR for women aged 24 years is 1.5 children, which is significantly short of the number needed to double the population in 23.5 years – and therefore certainly implies a net growth rate of less than 3% per annum.

Death rates

29. Although the above data imply an annual growth rate through births of about 2%, the death rate has also to be taken into account – which means that the *net* population growth cannot conceivably achieve 2% per

annum. In England and Wales there are nearly half-a-million deaths each year – about 0.85% of the total population of 56.1 million in 2011. If this death rate is applied to the Gypsy and Traveller community then the resulting projected growth rate is in the region of 1.15%-1.25% per annum.

30. However, the Gypsy and Traveller population is significantly younger than average and may be expected to have a lower percentage death rate overall (even though a smaller than average proportion of the population lives beyond 68 to 70 years). While there can be no certainty, an assumed death rate of around 0.5% to 0.6% per annum would imply a net population growth rate of around 1.5% per annum.
31. Even though the population is younger and has a lower death rate than average, Gypsies and Travellers are less likely than average to live beyond 68 to 70 years. Whereas the average life expectancy across the whole population of the UK is currently just over 80 years, a Sheffield University study found that Gypsy and Traveller life expectancy is about 10-12 years less than average (Parry et al (2004) 'The Health Status of Gypsies and Travellers: Report of Department of Health Inequalities in Health Research Initiative', University of Sheffield). Therefore, in our population growth modelling we have used a conservative estimate of average life expectancy as 72 years – which is entirely consistent with the lower-than-average number of Gypsies and Travellers aged over 70 years in the 2011 census (and also in ORS's own survey data). On the basis of the Sheffield study, we could have supposed a life expectancy of only 68, but we have been cautious in our approach.

Modelling outputs

32. If we assume a TFR of 3 and an average life expectancy of 72 years for Gypsies and Travellers, then the modelling projects the population to increase by 66% over the next 40 years – implying a population compound growth rate of 1.25% per annum (well below the 3% per annum often assumed). If we assume that Gypsy and Traveller life expectancy increases to 77 years by 2050, then the projected population growth rate rises to nearly 1.5% per annum. To generate an 'upper range' rate of population growth, we have assumed a TFR of 4 and an average life expectancy rising to 77 over the next 40 years – which then yields an 'upper range' growth rate of 1.9% per annum. We should note, though, that national TFR rates of 4 are currently found only in sub-Saharan Africa and Afghanistan, so it is an implausible assumption.
33. There are indications that these modelling outputs are well founded. For example, in the ONS's 2012-based Sub-National Population Projections the projected population growth rate for England to 2037 is 0.6% per annum, of which 60% is due to natural change and 40% due to migration. Therefore, the natural population growth rate for England is almost exactly 0.35% per annum – meaning that our estimate of the Gypsy and Traveller population growth rate is four times greater than that of the general population of England.
34. The ORS Gypsy and Traveller findings are also supported by data for comparable populations around the world. As noted, on the basis of sophisticated analysis, Hungary is planning for its Roma population to grow at around 2.0% per annum, but the underlying demographic growth is typically closer to 1.5% per annum. The World Bank estimates that the populations of Bolivia, Cambodia, Egypt, Malaysia, Pakistan, Paraguay, Philippines and Venezuela (countries with high birth rates and improving life expectancy) all show population growth rates of around 1.7% per annum. Therefore, in the context of national data, ORS's modelling and plausible international comparisons, it is implausible to assume a net 3% annual growth rate for the Gypsy and Traveller population.

Household growth

35. In addition to population growth influencing the number of households, the size of households also affects the number. Hence, population and household growth rates do not necessarily match directly, mainly due to the current tendency for people to live in smaller (childless or single person) households (including, of course, older people (following divorce or as surviving partners)). Based on such factors, the CLG 2012-based projections convert current population data to a projected household growth rate of 0.85% per annum (compared with a population growth rate of 0.6% per annum).
36. Because the Gypsy and Traveller population is relatively young and has many single parent households, a 1.5% annual population growth could yield higher-than-average household growth rates, particularly if average household sizes fall or if younger-than-average households form. However, while there is evidence that Gypsy and Traveller households already form at an earlier age than in the general population, the scope for a more rapid rate of growth, through even earlier household formation, is limited.
37. Based on the 2011 census, the table below compares the age of household representatives in English households with those in Gypsy and Traveller households – showing that the latter has many more household representatives aged under-25 years. In the general English population 3.6% of household representatives are aged 16-24, compared with 8.7% in the Gypsy and Traveller population. Because the census includes both housed and on-site Gypsies and Travellers without differentiation, it is not possible to know if there are different formation rates on sites and in housing. However, ORS's survey data (for sites in areas such as Central Bedfordshire, Cheshire, Essex, Gloucestershire and a number of authorities in Hertfordshire) shows that about 10% of Gypsy and Traveller households have household representatives aged under-25 years.

Table 5

Age of Head of Household (Source: UK Census of Population 2011)

Age of household representative	All households in England		Gypsy and Traveller households in England	
	Number of households	Percentage of households	Number of households	Percentage of households
Age 24 and under	790,974	3.6%	1,698	8.7%
Age 25 to 34	3,158,258	14.3%	4,232	21.7%
Age 35 to 49	6,563,651	29.7%	6,899	35.5%
Age 50 to 64	5,828,761	26.4%	4,310	22.2%
Age 65 to 74	2,764,474	12.5%	1,473	7.6%
Age 75 to 84	2,097,807	9.5%	682	3.5%
Age 85 and over	859,443	3.9%	164	0.8%
Total	22,063,368	100%	19,458	100%

38. The following table shows that the proportion of single person Gypsy and Traveller households is not dissimilar to the wider population of England; but there are more lone parents, fewer couples without children, and fewer households with non-dependent children amongst Gypsies and Travellers. This data suggest that Gypsy and Traveller households form at an earlier age than the general population.

Table 6
Household Type (Source: UK Census of Population 2011)

Household Type	All households in England		Gypsy and Traveller households in England	
	Number of households	Percentage of households	Number of households	Percentage of households
Single person	6,666,493	30.3%	5,741	29.5%
Couple with no children	5,681,847	25.7%	2345	12.1%
Couple with dependent children	4,266,670	19.3%	3683	18.9%
Couple with non-dependent children	1,342,841	6.1%	822	4.2%
Lone parent: Dependent children	1,573,255	7.1%	3,949	20.3%
Lone parent: All children non-dependent	766,569	3.5%	795	4.1%
Other households	1,765,693	8.0%	2,123	10.9%
Total	22,063,368	100%	19,458	100%

39. ORS's own site survey data is broadly compatible with the data above. We have found that: around 50% of pitches have dependent children compared with 45% in the census; there is a high proportion of lone parents; and about a fifth of Gypsy and Traveller households appear to be single person households. One possible explanation for the census finding a higher proportion of single person households than the ORS surveys is that many older households are living in bricks and mortar housing (perhaps for health-related reasons).
40. ORS's on-site surveys have also found more female than male residents. It is possible that some single person households were men linked to lone parent females and unwilling to take part in the surveys. A further possible factor is that at any time about 10% of the male Gypsy and Traveller population is in prison – an inference drawn from the fact that about 5% of the male prison population identify themselves as Gypsies and Travellers ('People in Prison: Gypsies, Romany and Travellers', Her Majesty's Inspectorate of Prisons, February 2004) – which implies that around 4,000 Gypsies and Travellers are in prison. Given that almost all of the 4,000 people are male and that there are around 200,000 Gypsies and Travellers in total, this equates to about 4% of the total male population, but closer to 10% of the adult male population.
41. The key point, though, is that since 20% of Gypsy and Traveller households are lone parents, and up to 30% are single persons, there is limited potential for further reductions in average household size to increase current household formation rates significantly – and there is no reason to think that earlier household formations or increasing divorce rates will in the medium term affect household formation rates. While there are differences with the general population, a 1.5% per annum Gypsy and Traveller population

growth rate is likely to lead to a household growth rate of 1.5% per annum – more than the 0.85% for the English population as a whole, but much less than the often assumed 3% rate for Gypsies and Travellers.

Household dissolution rates

42. Finally, consideration of household dissolution rates also suggests that the net household growth rate for Gypsies and Travellers is very unlikely to reach 3% per annum (as often assumed). The table below, derived from ORS's mainstream strategic housing market assessments, shows that generally household dissolution rates are between 1.0% and 1.7% per annum. London is different because people tend to move out upon retirement, rather than remaining in London until death. To adopt a 1.0% dissolution rate as a standard guide nationally would be too low, because it means that average households will live for 70 years after formation. A 1.5% dissolution rate would be a more plausible as a national guide, implying that average households live for 47 years after formation.

Table 7
Annual Dissolution Rates (Source: SHMAs undertaken by ORS)

Area	Annual projected household dissolution	Number of households	Percentage
Greater London	25,000	3,266,173	0.77%
Blaenau Gwent	468.2	30,416	1.54%
Bradford	3,355	199,296	1.68%
Ceredigion	348	31,562	1.10%
Exeter, East Devon, Mid Devon, Teignbridge and Torbay	4,318	254,084	1.70%
Neath Port Talbot	1,352	57,609	2.34%
Norwich, South Norfolk and Broadland	1,626	166,464	0.98%
Suffolk Coastal	633	53,558	1.18%
Monmouthshire Newport Torfaen	1,420	137,929	1.03%

43. The 1.5% dissolution rate is important because the death rate is a key factor in moderating the *gross* household growth rate. Significantly, applying a 1.5% dissolution rate to a 3% *gross* household growth formation rate yields a *net* rate of 1.5% per annum – which ORS considers is a realistic figure for the Gypsy and Traveller population and which is in line with other demographic information. After all, based on the dissolution rate, a *net* household formation rate of 3% per annum would require a 4.5% per annum *gross* formation rate (which in turn would require extremely unrealistic assumptions about birth rates).

Summary conclusions

44. Future Gypsy and Traveller accommodation needs have typically been over-estimated because population and household growth rates have been projected on the basis of assumed 3% per annum net growth rates.
45. Unreliable caravan counts have been used to support the supposed growth rate, but there is no reason to suppose that the rate of increase in caravans corresponds to the annual growth of the Gypsy and Traveller population or households.

46. The growth of the national Gypsy and Traveller population may be as low as 1.25% per annum – which is still four times greater than in the settled community. Even using extreme and unrealistic assumptions, it is hard to find evidence that the net national Gypsy and Traveller population and household growth is above 2% per annum nationally. The often assumed 3% net household growth rate per annum for Gypsies and Travellers is unrealistic.
47. The best available evidence suggests that the net annual Gypsy and Traveller household growth rate is 1.5% per annum. The often assumed 3% per annum net rate is unrealistic. Some local authorities might allow for a household growth rate of up to 2.5% per annum, to provide a 'margin' if their populations are relatively youthful; but in areas where on-site surveys indicate that there are fewer children in the Gypsy and Traveller population, the lower estimate of 1.5% per annum should be used.

Bwrdd Gweithredol 26ain Mawrth 2018

ADRODDIAD MONITRO CYLLIDEB REFENIW Y CYNGOR		
<p>Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:</p> <p>Sicrhau bod y bwrdd yn derbyn yr adroddiad Monitro Cyllideb ac yn ystyried y sefyllfa cyllidebol.</p> <p>Bod y Prif Swyddogion a'r Penaethiaid Gwasanaeth yn adolygu eu sefyllfaoedd gyllidebol yn feirniadol ac yn rhoi ar waith gweithrediadau priodol er mwyn cado o fewn yr adnoddau a ddosbarthwyd.</p>		
<p>Y Rhesymau:</p> <p>I ddarparu'r newyddion i'r Bwrdd Gweithredol ynglyn a sefyllfa diweddaraf cyllideb 2017/18, ar 31ain Rhagfyr 2017.</p>		
Ymgynghorwyd â'r pwyllgor craffu perthnasol AMHERTHNASOL		
<p>Angen i'r Bwrdd Gweithredol wneud penderfyniad OES</p> <p>Angen i'r Cyngor wneud penderfyniad NAC OES</p>		
<p>YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:-</p> <p>Cyng. David Jenkins</p>		
<p>Y Gyfarwyddiaeth: Gwasanaethau Corfforaethol</p> <p>Enw Cyfarwyddwr y Gwasanaeth: Chris Moore</p> <p>Awdur yr Adroddiad: Chris Moore</p>	<p>Swyddi:</p> <p>Cyfarwyddwr y Gwasanaethau Corfforaethol</p>	<p>Rhif ffôn: 01267 224886 Cyfeiriadau E-bost:</p> <p>CMoore@sirgar.gov.uk</p>

EXECUTIVE SUMMARY
EXECUTIVE BOARD
26th March 2018

Council's Revenue Budget Monitoring Report

The revenue budget monitoring reports for the period to 31st December 2017 are attached and indicate that:

COUNCIL FUND REVENUE ACCOUNT(Appendix A)

Overall, the monitoring report forecasts an end of year underspend of £479k on the Authority's net revenue budget with an overspend at departmental level of £1,348k.

Chief Executive's Department

The Chief Executive Department is anticipating an overspend of £45k for the year.

In relation to the application of Standby and Health & Safety training, proposed savings have yet to be fully achieved £508k. Work is ongoing with the TIC teams in relation to delivering the full efficiencies identified. There is a £41k underspend due to a vacant post in the Chief Executives division.

The Regeneration, Policy and Property Division is anticipating a £98k underspend. This consists of an £40k overspend on a counter terrorism post, £42 overspend on Un Sir Gar due to non achievement of their income target, £108k overspend on income shortfalls in Registrars, Marketing & Media and Policy, an £85k income shortfall in commercial property, and a £39k overspend due to premises maintenance at the Guildhall in Carmarthen. This was offset by a £275k underspend due to staff vacancies. There was also an underspend of £62k on coroners due to the delayed implementation of a pay award until 2018-19 and an underspend on Registration of Electors of £49k due to reduction in the need for canvassers due to a higher percentage of on line responses.

The Admin & Law division is showing a £207k underspend as a result of £144k of vacant posts, a £62k saving on low uptake of members superannuation.

The People Management & Performance Division is expected to underspend by £117k as a result of a net saving on vacant posts during the year.

The ICT division is expecting to break even.

Department for Communities

The Department for Communities is forecasting an overspend of £494k for the year.

Services supporting Older People / Physical Disabilities are projecting an overspend of £12k; £356k on Residential Care, £80k on Day Services, £152k on Direct payments offset by -£272k on Domiciliary Care. The Careline service is showing an overspend of £63k due to a reduction in the number of connections provided to other local authorities.

Learning Disabilities / Mental Health is projecting £482k overspend; £113k on Residential Care, £246k on Supported Living / Group Homes and £176k on Day Services.

Staffing vacancies and miscellaneous underspends are -£420k; mainly in the Reablement Service - £204k and Care Management Teams- £220k

Leisure Services are expecting to break even and Housing & Public Protection Services are also predicting a nil variance.

Corporate Services

The Corporate Services Department is projecting a £367k underspend for the year

This is as a result of a net underspend on staff vacancies of £352k, a £170k underspend on council tax reduction scheme based on mid year estimates, a £51k reduction in grant audit fees and a £41k underspend on Rent Allowances.

This is offset by an anticipated £51k charge for costs relating to sales of assets and £219k to develop the Hub in Ammanford.

Department for Education and Children

The Department for Education and Children is forecasting a net overspend of £516k at year end.

The main adverse budget variations relate to: new school based EVR and redundancy costs £494k; School Modernisation property decommissioning and cost of sales £143k; Special Guardianship Orders within Fostering to keep children with their families £210k; increased number of care proceedings entering the Legal system £158k; additional Out of County educational placements £93k; Out of County Care placements £85k; additional statementing costs within smaller schools £80k; Welsh Language Support contingency £65k and increased staffing costs at Garreglwyd Residential Unit £52k.

These are partially offset by under-spends across the department in: staff vacancies and secondments -£621k, utilisation of grant income to support core spend -£270k and reduced numbers in early years non maintained provision -£97k.

Environment

The department is anticipating an overspend of £660k for the year.

The Highways and Transport division is projecting a £220k overspend. This is due to a £284k overspend in car parks as a result of the non achievement of income targets and a £37k overspend on school transport following an initial assessment of demand. This is offset by underspends in Passenger transport of £37k due to tender efficiencies, £20k additional income in Civil Design and a £38k underspend in Public rights of way due to vacant posts.

The Waste and Environmental Services division and the Business Support & Performance division are expecting to break even.

The Property Division is expected to overspend by £83k. Building Maintenance is expected to overspend by £201k due to under recovery of surplus target. This is offset by staff vacancies of £37k and an anticipated surplus on Industrial Premises Income of £86k due to high occupancy levels.

The Planning Division is anticipating a £360k overspend. This is due to a decrease in planning applications and the resultant loss of income of £469k which is partly-offset by the release of prior year waste planning report underspend from reserve £16k; a reduction in planning admin expenditure £65k and additional street naming income of £11k and an underspend in staff vacancies of £11k.

Capital Charges

Reduced borrowing/interest savings

HOUSING REVENUE ACCOUNT (Appendix B)

The HRA is predicting a £162k underspend to the year end.

Repairs and maintenance is £384k over budget due to the Servicing element of the budget (£84k) and additional spend on Minor Works (£300k). Minor Works overspend is offset by a reduced requirement for DRF -£300k.

Supervision and Management costs are forecasted to be underspent by -£36k due to savings on staffing costs (-£72k), reduced spend on supplies and services (-£29k) and travelling expenses (-£9k), offset by overspends in premises related expenditure, mainly energy costs (£74k).

Predicted increased costs on central recharges will result in £13k overspend on the budget.

Capital financing charges will be -£22k less than budgeted due to a slight reduction in interest rates and the reduction in borrowing due to underspends predicted on the Capital programme. Reduction in the provision required for debt write-offs, based on arrears levels and age debt analysis to year end of -£193k

Rental income/service charges/other income is forecasted to be -£8k higher due primarily to a small variation in void predictions.

Lists of the main variances are attached to this report.

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: **Chris Moore**

Director of Corporate Services

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

Council Fund

Overall, the Authority is forecasting an underspend of £479k.

HRA

The HRA is forecasting that it will be £162k under its approved budget.

CONSULTATIONS

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

Signed: **Chris Moore**

Director of Corporate Services

1. Scrutiny Committee – Not applicable

2. Local Member(s) – Not applicable

3. Community / Town Council – Not applicable

4. Relevant Partners – Not applicable

5. Staff Side Representatives and other Organisations – Not applicable

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
2017/18 Budget		Corporate Services Department, County Hall, Carmarthen

REPORT OF THE DIRECTOR OF CORPORATE SERVICES
PRELIMINARY EXECUTIVE BOARD 26th FEBRUARY 2018
COUNCIL'S BUDGET MONITORING REPORT 2017/18 as at 31st December 2017

Director and Designation	Author & Designation	Telephone No	Directorate
C Moore, Director of Corporate Services	C Moore, Director of Corporate Services	01267 224120	Corporate Services

Table 1

Forecasted for year to 31st December 2017

Department	Working Budget				Forecasted				Dec 17 Forecasted Variance for Year £'000	Oct 17 Forecasted Variance for Year £'000
	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Chief Executive	24,254	-8,103	-3,192	12,959	24,614	-8,419	-3,192	13,004	45	165
Communities	130,740	-50,558	9,706	89,888	131,206	-50,531	9,706	90,382	494	874
Corporate Services	76,125	-51,002	-1,526	23,597	77,259	-52,503	-1,526	23,230	-367	-334
Education & Children	159,648	-21,500	22,876	161,024	161,836	-23,172	22,876	161,540	516	913
Environment	117,711	-77,448	8,809	49,073	116,006	-75,082	8,809	49,733	660	645
Departmental Expenditure	508,478	-208,612	36,673	336,540	510,921	-209,707	36,674	337,888	1,348	2,263
Capital Charges/Interest/Corporate				-11,627				-12,977	-1,350	-1,100
Levies and Contributions:										
Brecon Beacons National Park				138				138	0	0
Mid & West Wales Fire & Rescue Authority				9,349				9,349	0	0
Net Expenditure				334,401				334,398	-2	1,163
Transfer from Balances/Earmarked Reserves				-200				-200	0	0
Transfers to/from Departmental Reserves										
- Corporate Services				0				184	184	167
- Environment				0				-660	-660	-645
Net Budget				334,201				333,722	-479	685

Chief Executive Department
Budget Monitoring as at 31st December 2017

Division	Working Budget				Forecasted				Dec 17 Forecasted Variance for Year £'000	Oct 17 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Chief Executive	-264	0	-322	-586	203	0	-322	-119	467	482
People Management	3,716	-1,072	-2,375	269	4,003	-1,475	-2,375	153	-117	-106
ICT	4,479	-826	-3,823	-169	4,666	-1,012	-3,823	-170	-0	0
Admin and Law	3,902	-550	1,094	4,447	3,647	-501	1,094	4,240	-207	-144
Regen, Policy & Property										
Policy	5,334	-1,299	-1,748	2,287	5,179	-1,234	-1,748	2,196	-91	-121
Statutory Services	1,107	-2	141	1,246	1,024	-40	141	1,126	-120	-11
Property	1,107	-1,269	157	-4	1,167	-1,253	157	72	76	44
Major Projects	101	-76	0	25	401	-376	0	25	-0	0
Regeneration	4,772	-3,011	3,683	5,444	4,324	-2,527	3,683	5,480	36	22
GRAND TOTAL	24,254	-8,103	-3,192	12,959	24,614	-8,419	-3,192	13,004	45	165

Chief Executive Department - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Chief Executive							
Chief Executive-Chief Officer	316	0	275	0	-41	Part year vacant post and reduction in supplies and services	-26
Corporate Savings Target	-580	0	-72	0	508	Efficiency proposals not yet delivered (Standby £224k and Health & Safety £285k)	508
People Management & Performance							
People Services – HR	963	-208	949	-214	-20	Part year vacant posts	2
Employee Well-being	816	-352	820	-462	-106	Part year vacant posts	-96
Support	374	0	394	-1	19	Agency Staff Cover	0
ICT							
Information Technology	3,426	-455	3,584	-681	-68	Staff vacancies	40
Central Telephone Network	1,053	-370	1,081	-331	67	Reduction in Fire SLA	-40
Admin and Law							
Democratic	1,684	0	1,622	-0	-62	Low take up of members superannuation	3
Land Charges Administration	81	-282	50	-270	-19	Part year vacant posts	12
Corporate Serv-Democratic	487	0	399	0	-88	Part year vacant posts	-98
Corporate Serv-Legal	1,522	-268	1,459	-232	-26	Part year vacant posts	-55
Corporate Serv-Land Charges	65	0	54	0	-11	Part year vacant posts	-6
Regeneration, Policy & Property							
Policy							
Registrars	379	-251	442	-284	30	Income shortfall and sickness cover	-0
Marketing and Media	689	-352	630	-235	57	Income shortfall	31
Corporate Serv-Translation	501	-15	397	-10	-99	Part year vacant posts	-109
Performance Management	568	-50	508	-25	-35	Vacant Post	-27
Chief Executive-Policy	527	-63	504	-19	21	Income target not achievable	17
Corporate Serv-Administration	484	-33	429	-3	-25	Vacant posts	-29
Customer Services Centres	1,092	-294	986	-295	-107	Vacant posts	-116
Safeguarding & Counter-Terrorism	0	0	40	0	40	Unfunded post	81
IN Sir Gar	166	-126	132	-50	42	Projected non-achievement of income target	46

Chief Executive Department - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Statutory Services							
Registration Of Electors	156	-2	144	-40	-49	Higher percentage of on line responses than previously, reduced costs due to ability to e-mail ITR's. Less canvassers required as some areas combined.	0
Coroners	385	0	323	0	-62	Implementation of pay award not taking place until 2018/19	-0
Property							
Industrial Premises - JV's	41	-128	110	-207	-11	Anticipated vacancies not transpired	4
Commercial Property - Chief Executives	29	-404	42	-333	85	Shortfall in income	32
Regeneration - Core Budgets							
West Wales European Centre	425	-315	221	-135	-24	Vacant posts	31
The Guildhall Carmarthen	0	0	51	-12	39	CCC has recently purchased the building, but no budget has been allocated to cover any costs. Significant premises maintenance costs incurred have therefore resulted in this projected overspend	26
Amman Gwendraeth Community	99	0	71	-5	-33	Mainly due to staff vacancies	-17
3 T's Community Dev Core Budget	297	0	307	0	10	Overspend mainly due to staff member being upgraded as part of Divisional Staffing Realignment - associated budget virements pending	-0
Physical Regeneration	458	0	395	0	-63	Vacant posts and movement of staff to new cost centres as part of Divisional Staffing Realignment	-0
The Beacon	134	-130	156	-136	16	Mainly due to additional cleaning costs	15
Econ Dev-Rural Carmarthen, Ammanford, Town Centres	0	0	62	0	62	New cost centre, including cost of new posts appointed as part of Divisional staffing realignment - associated budget virements pending	0
Econ Dev-Llanelli, C Hands, Coastal, Business, Inf & Ent	0	0	93	0	93	New cost centre, including cost of new posts appointed as part of Divisional staffing realignment - associated budget virements pending	0
Community Development and External Funding	0	0	45	0	45	New cost centre, including cost of new posts appointed as part of Divisional staffing realignment - associated budget virements pending	0
Business Services	314	0	199	0	-115	Mainly due to staff vacancies	-33
Other Variances					-26		-32
Grand Total					45		165

Department for Communities
Budget Monitoring as at 31st December 2017

Division	Working Budget				Forecasted				Dec 17 Forecasted Variance for Year £'000	Oct 17 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Adult Services										
Older People	51,272	-18,128	2,216	35,360	51,206	-17,937	2,216	35,486	126	373
Physical Disabilities	6,085	-732	74	5,427	5,963	-723	74	5,314	-113	28
Learning Disabilities	31,263	-8,550	1,199	23,912	31,731	-8,517	1,199	24,413	501	440
Mental Health	9,355	-3,463	125	6,016	9,317	-3,457	125	5,985	-31	33
Support	5,910	-2,895	799	3,814	5,934	-2,907	799	3,826	12	-0
Homes & Safer Communities										
Public Protection	2,970	-712	535	2,794	2,923	-675	535	2,783	-11	-7
Council Fund Housing	8,967	-8,162	294	1,099	9,324	-8,507	294	1,110	11	7
Leisure & Recreation										
Leisure & Recreation	14,917	-7,916	4,464	11,465	14,807	-7,807	4,464	11,465	-0	-0
GRAND TOTAL	130,740	-50,558	9,706	89,888	131,206	-50,531	9,706	90,382	494	874

Department for Communities - Budget Monitoring as at 31st December 2017
Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Adult Services							
Older People							
Older People - Commissioning	3,115	-103	2,975	-100	-138	Staff vacancies	-38
Older People - Private/ Vol Homes	18,934	-8,851	19,271	-8,799	389	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall, however the efficiency target will be met slower than anticipated whilst being largely offset by other savings.	400
Older People - LA Home Care	5,133	0	4,927	0	-207	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall	-177
Older People - Direct Payments	614	0	808	0	194	Direct Payments increasing across all client group linked to promoting independence	107
Older People - Private Home Care	9,210	-2,201	9,145	-2,201	-65	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall, however the efficiency target will be met slower than anticipated whilst being largely offset by other savings.	59
Older People - Careline	1,192	-1,461	1,256	-1,461	63	Additional staffing costs in respect of new Information, Advice & Assistance requirement of the Social Services & Wellbeing Act (SSWBA); reduction in income due to other local authorities reducing support in this area	92
Older People - Enablement	2,358	-800	2,041	-688	-204	Staff vacancies - recruitment issues being addressed.	-183
Older People - Day Services	1,049	-65	1,116	-62	70	Additional packages of care.	67
Physical Disabilities							
Phys Dis - Commissioning & OT Services	606	-80	568	-80	-39	Staff vacancies	-27
Phys Dis - Private/Vol Homes	575	-114	526	-105	-39	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall, however the efficiency target will be met slower than anticipated whilst being largely offset by other savings.	-88
Phys Dis - Group Homes/Supported Living	1,379	-118	1,331	-118	-47	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall	105
Phys Dis - Community Support	90	0	149	0	59	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall	63
Phys Dis - Direct Payments	1,875	0	1,833	0	-42	Client led demand	-30

Department for Communities - Budget Monitoring as at 31st December 2017
Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Learning Disabilities							
Learn Dis - Employment & Training	2,412	-846	2,301	-613	122	Reduction in Department for Work and Pensions grant for Workchoice programme due to changes in terms and conditions of funding.	111
Learn Dis - Commissioning	901	0	874	0	-27	Staff vacancies	-19
Learn Dis - Private/Vol Homes	9,828	-3,232	10,139	-3,430	113	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall, however the efficiency target will be met slower than anticipated whilst being largely offset by other savings.	127
Learn Dis - Direct Payments	1,506	0	1,611	0	105	Direct Payments increasing across all client group linked to promoting independence	37
Learn Dis - Group Homes/Supported Living	6,145	-1,007	6,394	-1,007	248	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall, however the efficiency target will be met slower than anticipated whilst being largely offset by other savings.	216
Learn Dis - Day Services	3,152	-317	3,159	-271	54	Work continuing to promote independent living and reduce cost of care packages accordingly. Performance data shows downward trend overall, however the efficiency target will be met slower than anticipated whilst being largely offset by other savings.	38
Learn Dis - Transition Service	509	0	426	0	-83	Staff vacancies	-78
Learn Dis - Adult Placement/Shared Lives	2,817	-2,175	2,836	-2,224	-29	Staff vacancies	-12
Mental Health							
M Health - Substance Misuse Team	330	-142	293	-142	-38	Staff vacancies	-15
Other Variances - Adult Services					37		122

Department for Communities - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Homes & Safer Communities							
Public Protection							
PP Management support	98	-8	94	-15	-11	Overachievement of income offsetting overspends elsewhere in Housing.	-5
Air Pollution	97	-33	102	-19	19	Underachievement of licence fee income due to changes in legislation/businesses and validation of fees	12
Food Safety & Communicable Diseases	347	0	333	-2	-16	General underspends covering the underachievement of licence fee income in Air Pollution	-6
Animal Welfare	71	-76	70	-50	25	Underachievement of licence fee income	27
Food & Agricultural Standards & Licensing	119	-38	110	-41	-12	Underspend in salary costs due to reduced hours worked	-10
Civil Law	212	-5	193	0	-15	Underspend in salary costs due to vacancy part way through the year	-2
Council Fund Housing							
Home Improvement (Non HRA)	473	-291	434	-194	57	Underachievement of licence fee income due to changes in licencing laws	41
Homelessness	151	-64	97	-60	-50	Underspend in Homelessness prevention payments covering the underachievement of licence fee income in Home Improvement	-27
Other Variances - Homes & Safer Communities					2		-30
Leisure & Recreation							
Burry Port Harbour	188	-165	139	-145	-30	Forecast underspend on dredging the cost of which is now capitalised	-5
Pendine Outdoor Education Centre	469	-319	480	-364	-34	Increased income from Board & Accommodation	20
Pembrey Ski Slope	291	-253	345	-332	-25	Overachieving income re: new catering outlet	-42
Carmarthen Leisure Centre	1,212	-1,209	1,192	-1,170	17	Underachieving income	21
Amman Valley Leisure Centre	695	-554	676	-637	-101	Increased income forecast from Gym/Swim	-71
Sport & Leisure General	825	-59	899	-74	59	Planned delivery of play and spin projects at Carmarthen Leisure Centre	75
Llanelli Leisure Centre	1,110	-958	1,126	-941	34	Employee costs £17k, underachieving income £17k	7
Outdoor Recreation - Staffing costs	796	-896	712	-790	22	Underachieving income	7
Pembrey Country Park	708	-651	748	-651	40	Agency costs	-1
Archives General	126	-2	115	-3	-12	Various minor underspends	-4
Laugharne Boathouse	140	-97	163	-104	16	Employee costs	7
Other Variance - Leisure & Recreation					13		-15
Grand Total					494		874

Corporate Services Department
Budget Monitoring as at 31st December 2017

Division	Working Budget				Forecasted				Dec 17 Forecasted Variance for Year £'000	Oct 17 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Financial Services	4,684	-2,072	-2,773	-161	4,457	-1,949	-2,773	-265	-104	-85
Revenues & Financial Compliance	4,589	-1,642	-2,056	891	4,241	-1,560	-2,056	625	-267	-233
Other Services	66,851	-47,288	3,303	22,866	68,561	-48,995	3,303	22,869	3	-16
GRAND TOTAL	76,125	-51,002	-1,526	23,597	77,259	-52,503	-1,526	23,230	-367	-334

Corporate Services Department - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Financial Services							
Chief Officer	334	-43	323	-43	-11	Part year vacant post	-11
Accountancy	1,665	-302	1,660	-375	-78	Vacant Posts	-60
Revenues & Financial Compliance							
Procurement	515	-5	481	-5	-34	Vacant Post	0
Audit	610	-21	486	-23	-127	Part year vacant posts	-105
Risk Management	132	-2	147	-2	15	Maternity cover	11
Business Support Unit	81	0	71	0	-10	Reduced hours	0
Local Taxation	881	-720	822	-686	-24	Vacant Posts	-25
Housing Benefits Admin	1,416	-749	1,368	-746	-44	Vacant Posts	-51
Revenues	850	-144	764	-97	-39	Vacant Posts	-60
Other Services							
Audit Fees	373	-86	322	-86	-51	Reduction in grant audit fees	-52
Council Tax Reduction Scheme	15,470	0	15,300	0	-170	Mid year figures show expenditure / cases, below provision	0
Rent Allowances	47,077	-47,090	48,754	-48,808	-41	Based on mid year estimates	0
						Projected overspend due to cost of sales of assets being charged to revenue and £219k to develop the Hub at Ammanford	47
Miscellaneous Services	3,869	-112	4,129	-101	272		
Other Variances					-25		-30
Grand Total					-367		-334

Department for Education & Children
Budget Monitoring as at 31st December 2017

Division	Working Budget				Forecasted				Dec 17 Forecasted Variance for Year £'000	Oct 17 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Director & Strategic Management	888	0	-148	739	746	0	-148	598	-142	-138
Education Services Division	117,447	-1,701	19,152	134,898	118,244	-1,866	19,152	135,530	632	681
Strategic Development	9,273	-7,505	881	2,649	9,096	-7,342	881	2,634	-14	-11
School Improvement	4,143	-1,842	504	2,805	5,033	-2,718	504	2,819	14	37
Learner Programmes	4,973	-3,867	384	1,490	5,149	-4,001	384	1,532	43	79
Children's Services	22,924	-6,585	2,103	18,443	23,568	-7,245	2,103	18,426	-16	266
GRAND TOTAL	159,648	-21,500	22,876	161,024	161,836	-23,172	22,876	161,540	516	913

Department for Education & Children - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Director & Strategic Management							
Director & Management Team	888	0	746	0	-142	Part year vacant post. Increased budget (£100k) relating to transfers from other areas of the department in readiness to meet a departmental efficiency proposal in 2018-19.	-138
Education Services Division							
School Redundancy & EVR	1,838	0	2,331	0	494	Budget utilised on existing commitments. Schools are supported and challenged on staffing structure proposals.	422
School Modernisation	93	-5	263	-33	143	Maintenance and other premises costs relating to closed schools £100k. Transport recharges outside of Transport Policy for former pupils of closed schools £49k partly offset by additional income -£6k. NNDR Valuation Office have recently revised the treatment of closed schools.	376
Early Years Non-Maintained Provision	469	0	372	0	-97	Reduced take-up of 10 hours per week free entitlement for 3 year olds in non-maintained settings.	-115
Special Educational Needs	2,908	-1,484	3,111	-1,515	173	Additional statementing costs within smaller schools £80k. Recent agreement and settlement of outstanding costs for four out of county complex individual cases £93k.	29
Education Other Than At School (EOTAS)	1,974	-212	2,009	-296	-50	Part year vacant posts	10
Sensory Impairment	362	0	348	0	-14	Part year vacant posts	-17
Educational Psychology	898	0	900	-23	-21	Part year vacant posts	-29
Strategic Development							
Business Support	448	0	417	0	-31	Part year vacant posts	-24
Participation	89	0	72	0	-16	Part year vacant posts	-10
School Meals & Primary Free Breakfast Services	7,959	-7,143	7,835	-6,982	37	Sales lower than projected April - December, possibly due to price increase.	28
School Improvement							
National Model for School Improvement	1,154	-56	1,246	-177	-29	Challenge advisor part year vacancy	-21
Welsh Language Support	459	-176	492	-169	40	Contingency of £65k relating to potential repayment to Swansea University relating to previous year which has been referred to Legal Services, offset by part year vacant posts -£25k.	54

Department for Education & Children - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Learner Programmes							
Music Services for Schools	1,083	-984	1,262	-973	190	Reduced take-up of school Service Level Agreements (SLA), due to school budgetary pressures.	185
Families First Grant (Youth)	674	-654	661	-654	-13	Part year vacant posts	-2
Behaviour Management	141	0	73	0	-68	Part year vacant post for Behaviour and Wellbeing manager	-56
Youth Offending & Prevention Service	1,625	-785	1,596	-822	-66	Proceeds from sale of vehicles and additional staffing recharge to Youth Justice Board grant	-47
Children's Services							
Commissioning and Social Work	6,474	-20	6,801	-418	-71	High Legal costs projected due to a high number of cases £158k. This is offset by secondment and part year vacancy savings -£172k and utilisation of additional grant and recharge income to support other pressures -£57k.	-90
Corporate Parenting & Leaving Care	1,263	-418	1,292	-513	-66	Utilisation of grant, enabling core budget to support other pressures	0
Fostering Services & Support	3,696	0	3,776	0	80	The taxi's budget faces ongoing pressure £20k due to the high number of placement moves, some away from school areas. The Fostering Support Team have increased transport costs, boarding out payments and residence orders (even though CCC current rates are set at the minimum allowed by Welsh Government) £249k. This is offset by part year vacancies in the Fostering Team, -£106k and additional grant - £70k savings on recruitment costs -£13k.	147
Out of County Placements (CS)	739	-54	774	-3	85	More use of independent fostering agencies that are more expensive to use due to a lack of in house foster placements including 3 young people being accommodated out of county due to their complex needs requiring 24 hour support.	177
Residential and Respite Units	937	-55	896	0	13	Additional staffing levels required to meet the needs of young people at the units	34
Short Breaks and Direct Payments	519	-30	483	-40	-46	Direct Payments has received extra demand due to the lack of summer club provision £7k, offset by savings of £53k as a result of additional funding from the closure of the Giant Steps provision	6
Children's/Family Centres and Playgroups	160	-4	214	-32	26	Fewer referrals than anticipated resulting in reduced grant funding	15
Needs & Adaptions	13	0	24	0	11	Additional demand for appliances	12
Family Aide Services	212	0	178	0	-34	Part year vacancies	-32
Other Family Services incl Young Carers and ASD	422	-229	395	-266	-65	Utilisation of grant, enabling core budget to support other pressures	-47

Department for Education & Children - Budget Monitoring as at 31st December 2017
Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Out of Hours Service	208	-64	226	-64	18	Service has been realigned and will be transferring to Adult services next financial year	0
Garreglwyd Residential Unit	541	-159	651	-217	52	Additional staffing costs to cover periods of sickness and a young person being moved in which reduces the out of county placement costs.	62
Education Welfare	409	0	418	-31	-22	Utilisation of grant, enabling core budget to support other pressures.	-40
Other Variances					6		23
Grand Total					516		913

Environment Department
Budget Monitoring as at 31st December 2017

Division	Working Budget				Forecasted				Dec 17 Forecasted Variance for Year £'000	Oct 17 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Buisness Support & Performance	2,304	-35	36	2,305	2,316	-49	36	2,303	-2	-0
Waste & Environmental Services	24,096	-7,797	1,608	17,907	23,830	-7,532	1,608	17,906	-1	-5
Highways & Transportation	49,736	-31,773	8,328	26,291	47,581	-29,398	8,328	26,511	220	248
Property	37,839	-35,534	-1,593	712	38,619	-36,231	-1,593	795	83	-0
Planning	3,736	-2,308	429	1,858	3,659	-1,871	429	2,217	360	403
GRAND TOTAL	117,711	-77,448	8,809	49,073	116,006	-75,082	8,809	49,733	660	645

Environment Department - Budget Monitoring as at 31st December 2017

Main Variances

Division	Working Budget		Forecasted		Dec 17	Notes	Oct 17
	Expenditure	Income	Expenditure	Income	Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Waste & Environmental Services							
Green Waste Collection	0	0	134	-100	34	The green waste collection service is not yet self-financing.	32
Closed Landfill Sites Nantycaws	144	0	119	0	-25	Reduced licence fee premiums from NRW and reduced operational activity that reflects the reduction in environmental risks associated with leachate control and treatment as a result of the sustained success of the new leachate treatment plant.	-16
Highways & Transportation							
Civil Design	867	-1,330	912	-1,396	-20	Additional income through greater productivity than projected and additional staff sourced through framework secondment.	8
Passenger Transport	4,355	-2,957	4,966	-3,606	-37	Tender and service efficiencies.	-23
School Transport	10,392	-1,077	10,342	-990	37	Estimated overspend based on an initial assessment of demand.	25
Car Parks	1,772	-3,311	1,803	-3,059	284	Unachievable income target as the income target is increased every year but parking fees have not been increased. £36k Change in John/St Peters short/long delayed due to major works affecting the car park in 2016/17. PCN income also lower than anticipated.	285
Public Rights Of Way	237	-11	198	-10	-38	Underspend due to vacant posts, recruitment process underway	-38
Property							
Building Maintenance Operational	22,765	-24,459	23,616	-25,108	201	Under recovery of surplus target.	80
Strategic Asset Management Business Unit	655	-80	656	-118	-37	Vacant posts	-38
Industrial Premises	399	-1,290	340	-1,317	-86	Based on very high occupancy levels which may be variable	-44
Planning							
Planning Admin Account	327	-3	428	-179	-75	Reduced expenditure £65k to partly offset under-achievement of Planning Application Fee income. Also projected over-achievement of Street naming and numbering income £10k.	-50
Development Management	1,392	-1,251	1,287	-678	469	Ongoing shortfall in income	526
Waste planning monitoring report (E)	25	-25	9	-25	-16	2016/17 underspend was held in reserves, pending WG confirmation that specific outcomes have been achieved and that there will be no clawback of grant. This has now been confirmed, so surplus released back into revenue account.	-16
Other Variances					-30		-86
Grand Total					660		645

Housing Revenue Account - Budget Monitoring as at 31st December 2017

	Working Budget £'000	Forecasted Actual £'000	Dec 2017 Variance for Year £'000	Notes	Oct 2017 Previous period forecasted variance for Year £'000
Expenditure					
Repairs & Maintenance					
Responsive	1,720	1,713	-7		0
Minor Works	2,749	3,048	299		299
Voids	2,297	2,294	-2		10
Servicing	1,575	1,668	93	Anticipated expenditure based on profiled spend to date. The overspend in Servicing relates to the increased numbers of CO and Heat detector replacements. Additional spend on Minor works funded by reduced requirement for DRF.	-25
Drains & Sewers	125	126	1		1
Grounds	715	715	0		0
Unadopted Roads	100	100	0		0
Supervision & Management					
Employee	3,959	3,887	-72	Underspend mainly due to vacant posts	-34
Premises	1,327	1,402	74	Overspend in gas and electric £45k mainly as a result of transferring from British Gas (Elec) and Corona Gas netted off an underspend in Water rates -£32k. Plus an overspend in Rent payments £23k and an overspend in adhoc premises costs and cleaning £26k, grounds maintenance £8k and other £4k	89
Transport	67	59	-9	Small underspend in travelling costs	-2
Supplies	1,431	1,402	-29	Overspend in legal costs £42k, Promotions & marketing £14k and other £2k netted off underspends in admin, office & operational consumables -£42k, Contracted services -£16k, Printing & copying -£10k and compensation payments -£19k	22
Recharges	1,127	1,127	0		6
Provision for Bad Debt	472	279	-193	Provision for bad debt adjustment includes an estimate for write offs based on current data available	-156
Capital Financing Cost	13,940	13,918	-22	The interest rate on borrowing was budgeted at 4.57% whereas the actual rate is currently 4.54%. Also reduction in borrowing due to underspend on Capital programme.	75
Central Support Charges	1,560	1,573	13	Budget to be adjusted to accommodate the 1% increase in Central Recharges	13
DRF	3,793	3,493	-300	Reduce DRF to accommodate additional revenue R&M required in Minor Works	-300
Total Expenditure	36,957	36,803	-154		-3

Housing Revenue Account - Budget Monitoring as at 31st December 2017

	Working Budget £'000	Forecasted Actual £'000	Dec 2017 Variance for Year £'000	Notes	Oct 2017 Previous period forecasted variance for Year £'000
Income					
Rents	-37,739	-37,750	-11	Forecast small overachievement of rental income	-35
Service Charges	-739	-750	-11	Forecast small overachievement of service charge income	33
Supporting People	-135	-135	0		0
Mortgage Interest	-3	-3	0		0
Interest on Cash Balances	-46	-46	0		0
Other Income	-584	-570	14	Net underachievement of income relating to Water rates commission	4
Total Income	-39,245	-39,253	-7		3
Net Expenditure	-2,288	-2,450	-162		-0

HRA Reserve	£'000
Balance b/f 1/4/17	14,011
Budgeted movement in year	2,288
Variance for the year	162
Balance c/f 31/3/18	16,461

Y BWRDD GWEITHREDOL

26ain Mawrth 2018

Diweddaru Rhaglen Gyfalaf 2017-18

Y Pwrpas: I adrodd y trosglwyddiadau arian a'r amrywiant cyllidebol yn y rhaglen gyfalaf.

YR ARGYMHELLION / PENDERFYNIAU ALLWEDDOL SYDD EU HANGEN:

I dderbyn adroddiad diweddaru'r rhaglen gyfalaf.

Y RHESYMAU:

I ddarparu'r newyddion i'r Bwrdd Gweithredol ynglyn a sefyllfa gyllideb ddiweddaraf y rhaglen gyfalaf 2017/18, ar 31ain Rhagfyr 2017.

Ymgynghorwyd â'r pwyllgor craffu perthnasol Amherthnasol

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Cyng. David Jenkins

Y Gyfarwyddiaeth:

Gwasanaethau Corfforaethol

Enw Cyfarwyddwr y

Gwasanaethau Corfforaethol:

Chris Moore

Awdur yr Adroddiad:

Chris Moore

Swydd:

Cyfarwyddwr Gwasanaethau
Corfforaethol

Rhif ffôn: 01267 224120

Cyfeiriad E-bost:

CMoore@sirgar.gov.uk

EXECUTIVE SUMMARY

Executive Board

26th March 2018

This report provides members with an update on the Capital programme spend against budget for 2017/18 as at the 31st December 2017.

MEMBER APPROVED VIREMENTS

COMMUNITIES

Leisure

Pembrey Country Park £400k – request a virement from the Strategic Open Spaces project to Pembrey Country Park, which will contribute towards the amenity block, new pitches and infrastructure works, already within the programme, is approved.

Variances

Appendix A which is shown departmentally, shows a forecasted net spend of £49,904k compared with a working net budget of £54,024k giving a **£-4,120k** variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed.

Appendix B details the main variances within each department.

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 below, there are no other implications associated with this report:

Signed: C. Moore

Director of Corporate Resources

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

Finance

The capital programme shows an in year under spend of **£-4,120k** for 2017/18 which will be incorporated into future years of the programme.

Physical Assets

The capital programme will have an impact on the physical assets of the Authority.

CONSULTATIONS

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

Signed: C. Moore

Director of Corporate Services

1. Scrutiny Committee

Relevant Scrutiny Committees will be consulted.

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:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
2017-18 Capital Programme		Corporate Services Dept., County Hall, Carmarthen

Mae'r dudalen hon yn wag yn fwriadol

Capital Programme 2017/18						
Capital Budget Monitoring - Report for December 2017						
	Working Budget			Forecasted		
DEPARTMENT	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
COMMUNITIES						
- Public Housing	21,087	-6,170	14,917	19,783	-6,546	13,237
- Private Housing	3,290	-632	2,658	3,363	-705	2,658
- Social Care	1,496	-629	867	1,136	-637	499
- Leisure	4,315	-1,405	2,910	1,939	-244	1,695
ENVIRONMENT	16,822	-5,201	11,621	15,059	-5,027	10,032
EDUCATION & CHILDREN	24,849	-9,781	15,068	24,639	-7,567	17,072
CORPORATE SERVICES	1,946	0	1,946	1,946	0	1,946
CHIEF EXECUTIVE						
- Regeneration	4,069	-32	4,037	4,759	-1,994	2,765
TOTAL	77,874	-23,850	54,024	72,624	-22,720	49,904

Variance for Year £'000
-1,680
0
-368
-1,215
-1,589
2,004
0
-1,272
-4,120

Mae'r dudalen hon yn wag yn fwiadol

Capital Programme 2017/18						
Capital Budget Monitoring - Report for December 2017 - Main Variances						
	Working Budget			Forecasted		
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
DEPARTMENT/SCHEMES						
COMMUNITIES						
- Public Housing	21,087	-6,170	14,917	19,783	-6,546	13,237
Voids To Achieve The CHS (VOI)	2,060	0	2,060	1,680	0	1,680
Housing Minor Works (HMO)	603	0	603	703	0	703
Rendering and External Works (EXP & EXI)	2,386	0	2,386	2,600	0	2,600
Stock Condition Survey 2017/18 - Cost Certainty Gaps and Verification	150	0	150	0	0	0
Housing Development Programme (New builds & Stock Increase Programme)	10,957	0	10,957	9,753	-331	9,422
Other Projects with Minor Variances	4,931	-6,170	-1,239	5,047	-6,215	-1,168
- Private Housing	3,290	-632	2,658	3,363	-705	2,658
- Social Care	1,496	-629	867	1,136	-637	499
Learning Disabilities Developments	228	0	228	50	0	50
Extra Care - Llanelli Area	200	0	200	10	0	10
Other Projects with Minor Variances	1,068	-629	439	1,076	-637	439

Variance for Year £'000	Comment
-1,680	
-380	Works programmed for 17/18 slipping to 18/19
100	Additional pressures identified during year.
214	Additional remedial work identified
-150	Work has commenced on identifying the gaps in information that require a stock condition survey to complete the cost certainty exercise for the 30 year Business Plan. Work has also commenced on developing a joint approach between Housing and Property to data storage which needs to be in place prior to commencing a whole scale stock condition survey. Slippage in expenditure is anticipated for 2017/18. However, this will be required for funding the 2018/19 and future stock condition survey(s).
-1,535	Housing Development Programme being re-profiled to take account of slight slippage in council new build programme due to unforeseen circumstances. Stock increase programme being brought forward allowing affordable home target (225 during 2017/18) to be delivered. By end of 2017/18 (year 2 of delivery programme) nearly 400 additional affordable homes will have been delivered. New build will form greater percentage of programme in Years 3, 4 and 5 as we look to deliver 1000 homes over the five year period.
71	
0	No major variances
-368	
-178	Options being considered for the modernisation of Learning Disability service provision in response to the Social Services and Wellbeing Act.
-190	Budget being re-profiled to reflect investment that will be needed in existing care home provision, as well as any extra provision that may be identified. Detailed work is being undertaken on confirming future needs around nursing, residential (including EMI), extra care and sheltered housing as well as future standards.
0	

Capital Programme 2017/18							Tudalen 18 Ffurf	Variance for Year £'000	Comment
Capital Budget Monitoring - Report for December 2017 - Main Variances									
DEPARTMENT/SCHEMES	Working Budget			Forecasted					
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000			
- Leisure	4,315	-1,405	2,910	1,939	-244	1,695	-1,215		
Rights of Way Bridge Strengthening Programme	622	-200	422	100	0	100	-322	£150k to slip to 18/19 to ensure priority works are completed. Remaining budget being considered for other priority schemes within department.	
Strategic Open Spaces - Site Development & Linkages	800	-400	400	0	0	0	-400	Budget being considered for other priority schemes within department.	
Countryside Projects - General	149	0	149	79	0	79	-70	Monies being retained for potential grant match funding.	
Carmarthenshire Archives Relocation	150	0	150	200	0	200	50	Tenders received and works to commence by year end with completion in 18/19. The projected total project costs are Approx 20k over budget.	
Burry Port Harbour Dredging	173	0	173	229	0	229	56	Additional works this year, however, the whole project is within budget - negative slippage to 2018/19.	
Closed Circuit Track	499	0	499	0	0	0	-499	Delay due to the need for additional surveys. Works to be completed in early 18/19.	
Other Projects with Minor Variances	1,922	-805	1,117	1,331	-244	1,087	-30		
ENVIRONMENT	16,822	-5,201	11,621	15,059	-5,027	10,032	-1,589		
Coastal Protection Works	407	0	407	207	0	207	-200	Scheme delayed due to change in contract specification. Budget required for future years.	
Murray Street Car Park, Llanelli	198	0	198	98	0	98	-100	Expenditure profile being planned in accordance with whole of life care plan. Funding required for future year maintenance.	
Major Structural Highway Improvements	750	0	750	750		-1,502	-2,252	Additional Welsh Government grant awarded late in 17/18 that will be spent in 18/19.	
St Davids Park	1,185	0	1,185	400	0	400	-785	Works were delayed due to planning and additional works on asbestos related matters.	
Capital maintenance	3,295	0	3,295	2,931	0	2,931	-364	Re-tender required on particular scheme due to change of specification and certain projects delayed due to capacity issues.	
East Gate Development	241	0	241	108	0	108	-133	Savings on scheme due to external funding secured.	
Other Projects with Minor Variances	10,746	-5,201	5,545	10,565	-5,027	5,538	-7		

Capital Programme 2017/18						
Capital Budget Monitoring - Report for December 2017 - Main Variances						
	Working Budget			Forecasted		
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
DEPARTMENT/SCHEMES						
EDUCATION & CHILDREN	24,849	-9,781	15,068	24,639	-7,567	17,072
MEP External Funding Income	0	-9,130	-9,130	0	-7,486	-7,486
Dinefwr Project - Dyffryn Aman	131	0	131	280	0	280
Ysgol Pen Rhos CP School - New Two Form Entry	4,299	0	4,299	4,496	0	4,496
Llangadog - Major Redevelopment	1,955	0	1,955	500	0	500
Burry Port Schools Development	191	0	191	110	0	110
Ysgol Trimsaran - New School Building	1,813	0	1,813	3,200	0	3,200
Llandeilo Primary - Band A	203	0	203	50	0	50
Ammanford Primary Band A	173	0	173	50	0	50
Llanelli Vocational Village	132	0	132	32	0	32
Rhydygors - Refurbishment/Re-configuration	568	0	568	0	0	0
Laugharne VCP Works	283	0	283	0	0	0
Pontyberem CP - Refurbishment/Re-configuration	1,088	0	1,088	1,500	0	1,500
Carmarthen West New School - Phase 1	570	-570	0	570	0	570
Rhys Prichard Relocation	505	0	505	100	0	100
MEP - Future Projects	329	0	329	1,071	0	1,071
Other Projects with Minor Variances	12,609	-81	12,528	12,680	-81	12,599
CHIEF EXECUTIVE	1,946	0	1,946	1,946	0	1,946
REGENERATION	4,069	-32	4,037	4,759	-1,994	2,765
Opportunity Street (Llanelli)	478	0	478	314	0	314
Carmarthen Town Regeneration - Jacksons Lane	929	0	929	64	0	64
Laugharne Carpark	208	0	208	0	0	0
Other Projects with Minor Variances	2,454	-32	2,422	4,381	-1,994	2,387
TOTAL	77,874	-23,850	54,024	72,624	-22,720	49,904

Variance for Year £'000	Comment
2,004	
1,644	Grant within year reduced due to schemes not progressing as envisaged no overall impact on grant at project end.
149	Issues with playing fields being discussed with contractor.
197	Scheme progressing well - re-profile required, no overall overspend
-1,455	Delay with planning permission, therefore delayed start on site.
-81	No overall scheme variance. Retention 2018-19
1,387	Ahead of schedule, re-profile required - no overall overspend.
-153	Timeline slipped - re-profile required.
-123	Timeline slipped - re-profile required.
-100	Scheme saving.
-568	Scheme development delayed pending outcome of Behavioural Services Review.
-283	Scheme delayed pending resolution of land issues.
412	Ahead of schedule, re-profile required - no overall overspend.
570	Purchase of school site to be funded from future S106 payments.
-405	Delay due to scheme development issues.
742	Design costs and some land purchase accelerated on various Band B schemes in order to take full advantage of grant funding in 2018/19.
71	
0	No major variances
-1,272	
-164	Funds committed to 18-19 demolitions.
-865	Re-direction of sewer required to accommodate scheme, commencement of works in 18/19.
-208	Discussion are ongoing with the developer regarding the remedial works for the proposed development.
-35	
-4,120	

Mae'r dudalen hon yn wag yn fwiadol

Y BWRDD GWEITHREDOL 26AIN MAWRTH 2018

DEISEB A GYFLWYNWYD GAN GRŴP CYMUNEDAU CYNHALIOL GLANYMOR & TYISHA PARTHED CHOOSELIFE

Pwrpas : Rhoi gwybodaeth i'r Bwrdd Gweithredol er mwyn gwneud penderfyniad.

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

-
- Ystyried cynnwys yr adroddiad.
- Ystyried yr argymhellion a awgrymir

Y Rhesymau:

Penderfyniad y Cyngor Sir a gynhaliwyd ar y 10fed o Ionawr oedd cyfeirio'r mater hwn at sylw'r Bwrdd Gweithredol.

Ymgynghorwyd â'r pwyllgor craffu perthnasol NADDO

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD(AU) O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Cyng. Glynog Davies, Addysg a Phlant a'r Cyng Cymunedau a Materion Gwledig

Y Gyfarwyddiaeth:

Addysg a Phlant

Awdur yr Adroddiad
Gareth Morgans

Swydd

**Cyfarwyddwr Addysg a
Phlant**

Ffon. **01267 246522**

E Bost:-

EDGMorgans@sirgar.gov.uk

EXECUTIVE SUMMARY EXECUTIVE BOARD 26TH MARCH 2018

PETITION IN REGARD TO CHOOSE LIFE PRESENTED BY THE GLANYMOR & TYISHA SAFER COMMUNITIES ACTION GROUP

Mrs Vanessa Marsh, the Chair of the Glanymor and Tyisha Safer Communities Action Group, presented a petition to the meeting of the County Council on the 10th of January, 2018 in relation to the location of Chooselife. The minutes read as follows-

PRESENTATION OF PETITION

The Chair welcomed to the meeting Mrs V. Marsh, Chairperson of the Safer Communities Action Group, who had been invited to present to, and address Council on the following petition regarding the 'Relocation of Choose Life'

"We the undersigned call upon the Carmarthenshire County Council to exercise its paramount duty to safeguard and protect children by relocating the Charity Chooselife to suitable alternative accommodation. The present location of Chooselife immediately adjacent to the new infants and junior school in Copperworks Road is unacceptable and dangerous as hundreds of children will be walking to school along Copperworks Road on a daily basis. The close location of both facilities is incompatible and one must move. Due to the investment already committed by the County Council, this must be Chooselife."

Mrs Marsh outlined to the Council the Group's background and the reasons for the petition in relation to the close proximity of Chooselife's operating premises, as a drug and alcohol 'drop in centre', to the new infant and junior school currently under construction in Glanymor. Reference was made to the potential adverse impact that could have on young children attending the school and the Council was reminded of its statutory safeguarding duty to children. She confirmed the Group was not seeking the closure of the 'drop in centre', merely its relocation in the short time left prior to the opening of the new school.

Following her presentation, Mrs Marsh formally handed the petition to the Chair of Council

A view was expressed that the Executive Board should look favourably upon the petition when affording consideration thereto.

UNANIMOUSLY RESOLVED that in accordance with Corporate Procedure Rule 10.14 the petition be referred to the Executive Board for consideration.

There were also three letter of support from-

- Michael's Hairstylist, 102 Station Road, Llanelli- *Business owner for 47 years*
- Deborah Peane, 5 Tŷ Cydweli, Station Road- *Grandparent*
- Albert Muszynski, 69 Clos Sant Paul, Llanelli- *local resident and School Governor*

Location of Chooselife



Timeline

February 2015- The Council consulted on the [Future Primary Education Provision for Children Residing in the Copperworks Infants School and Lakefield Primary School Area](#) proposing the following-

1. The closure of the existing Copperworks Infant and Nursery school and Lakefield Primary school and through the closure of the two schools. The establishment of one new Dual Stream Primary School by 1st September 2016, with one Governing Body, one Staffing structure with one Headteacher.
2. Investing some £12.5m to transform the former Draka site to include a new school building with the latest facilities which will cater for 60 early years children and 420 pupils from age 3 – 11

In response to the consultation some comments were received in regard to Chooselife-

The consultee expresses concern with regards to how close Chooselife is to the entrance of the school. Consultee's children have expressed their concerns as well. They often find dirty and discarded needles in the rear lane of their home and her children are worried that similar needles will be found in the grounds of the school.

The County Council's response was as follows-

The security of the school and its environment is maintained through the strategic control of entrances to the site and movement within it. There are two main entrances: one primarily pedestrian from opposite George Street on Copperworks Road and one from vehicles from dedicated road to the western side of the site.

There will be CCTV surveillance of both entrances, and additional cameras overlooking the tertiary (emergency) entrance at the north-eastern corner of the site and on key corners of the main building.

Full-height, anti-climb fences will be used to ensure the security of the site and the safety of the school community.

A meeting with Rob Chapman, Community safety Officer took place on the 23rd October 2014, where the security of the school was discussed and implemented into the design as recommended.

3rd of November 2015- The Statutory Notice was published. No objections were received.

10th of February 2016- Carmarthenshire County Council determined the proposal as follows:

1. to discontinue Copperworks Infant and Nursery School on the 31st August, 2016
2. to discontinue Lakefield Primary School on the 31st August, 2016
3. as from 1st September, 2016, to establish a new 3-11 Dual Stream (DS-Welsh and English) language category Community Primary School on the existing sites and buildings of the current Copperworks infant and nursery school and the current Lakefield Primary School to cater for 60 nursery places and 420 pupils aged 3-11 until such time the new school building is complete.

The Council considered the proposal in accordance with the requirements of the School Organisation Code 2013 and noted that no statutory objections had been received in respect of the proposal during the statutory objection period.

Minutes of the Meeting

Council was informed that the Executive Board, at its meeting held on the 1st February 2016 (Minute 7 refers) had, considered a report outlining proposals to discontinue Copperworks Infant & Nursery School and Lakefield Primary Schools. It was noted that no objections had been received to the Statutory Notice published on the 3rd November 2015 which detailed the Council's intention to proceed with the discontinuation of the schools.

UNANIMOUSLY RESOLVED that the following recommendation of the Executive Board be adopted:-

'to proceed with its proposal to discontinue Copperworks Infant and Nursery School and Lakefield Primary School and to implement the proposal as detailed in the Statutory Notice dated 3rd November, 2015.'

Chooselife (On the 15th February the Director of Education & Children's Services met with Alan Andrews, Director, Chooselife)

Chooselife was founded in January 1996 and is in its 21st year of operation. It provides a Drug and Alcohol Intervention Service that believes that recovery from addiction is not only possible, but also achievable. It currently also provides sheltered housing for 23 people. According to the Charities Commission Chooselife's charitable objectives are-

1. To relieve persons who are in conditions of need or hardship or who are aged or sick (particularly but not exclusively as a result of drug or alcohol abuse) and to relieve the distress caused thereby (particularly but not exclusively by providing advice, information, guidance and accommodation to individuals and to enable them to access suitable treatment and to give advice and assistance to their families) in Llanelli and in such other parts of the United Kingdom or the world as the trustees may from time to time think fit.

2. To help to prevent drug and alcohol misuse through providing advice, information and guidance to individuals and groups

In 2007 Chooselife secured capital funding from the Welsh Government to the value of £105k which was used to secure a 20 year lease for their current accommodation. There are 9 years left on this lease. The Centre opens at 10.00 o'clock each morning. Chooselife's funders in 2016/17 were DrugAid (£106,300) and Lloyds Bank Foundation (£23,913).

Chooselife have clear guidelines for service users and high expectations in respect to managing behaviour. They expect service users to respect the Centre and what Chooselife does. It does not provide a needle exchange service to its clients, however, they do have trained volunteers who can dispose of needles safely and securely. Chooselife offers this service to the new school and can provide a more responsive service than the County Council can.

According to Report of the Trustees for Year Ended 31st March 2017-

1. The Centre had been accessed 5231 times by 253 service users, 192 male and 61 female.
2. Centre is open Monday to Friday from 10.00 a.m. to 6.00 p.m.
3. The Centre runs programmes such as DARE Workskills Programme (gardening, building, fencing, removals and house clearances, delivering leaflets), On The M.O.V.E (16 individuals signed up to the course supporting the gaining skills for volunteering and future employment)
4. 5 individuals were supported back into work.
5. 28 individuals support with cooking and clearing up in the kitchen amongst other task.
6. 1 individual who has undertaken both MOVE and DARE programmes has secured a place on a social inclusion degree course.

Mr Andrews' Comments

- Chooselife, has not to date met with the local County Councillors but would welcome a discussion with the local Elected Members in respect to their concerns and to try and reach a compromise or resolution.
- Chooselife has noted that should the Council or anyone else be able to provide alternative accommodation, of similar size and quality in a suitable location, they would consider relocating.
- Chooselife would like to offer "Know the Score" workshops/sessions for schools in respect to this agenda and use their experience to support PSE in schools.
- Chooselife offers a responsive needle recovery service should any needles be found anywhere in the vicinity.

A Statement from Dyfed Powys Police

"Balancing the different requirements of vulnerable members of society can be complex, particularly where these may transect; Dyfed-Powys Police are responsible for the prevention and detection of crime and are committed to supporting the needs of school communities and community based rehabilitative functions. Dyfed-Powys Police actively encourage the participation and cooperative engagement of all such communities to these aims and will work with County Council partners as required in furtherance of whichever decision is passed by the Executive Board in its inherent jurisdiction."

THE LEARNER TRAVEL (WALES) MEASURE 2008

The law on school transport in Wales is set out in **The Learner Travel (Wales) Measure 2008**. However, other legislation, such as the Equality Act 2010 and the Learner Travel Information (Wales) Regulations 2009 will also be relevant.

The law says that:



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru

YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

- children at primary school get free home to school transport if they live 2 miles or more from the nearest suitable school and

Subsequent guidance notes-

- Section 3(8b) of the 2008 Measure states that a walked route to school or relevant place of learning is 'available' if—*"it is safe for a child to walk the route with an escort, if the age of the child would call for the provision of an escort"*.
- **Parents have a duty to ensure their child receives suitable full time education when the child reaches 5 years of age.** There is no statutory requirement on local authorities to provide an escort, unless specifically stated in a learner's SEN statement.
- **Parents are responsible for deciding if children can walk by themselves to school. However, local authorities are under a legal duty to assess the travel needs of children who walk to school.**
- Local authorities have to assess the nature of the routes walked by children. If a parent is worried about a walking route to school they can ask the local authority if it has been assessed as available for children to use.
- Parents are entitled to see an assessment report.
- Parents can ask their local authority for an assessment to be made of a walking route if they have concerns about safety.
- If a route is not safe to walk the local authority can work to make it safe. However, if a route is not safe and cannot be made safe, the local authority must provide free transport for children to attend school.
- **Children can walk with adults, friends or groups in 'walking buses' if parents do not feel the learner will be safe on their own. Community groups can coordinate travel activities, such as helping parents to share the school run.**

Actions the School has in place

As part of the Personal and Social Education Curriculum the school will continue to increase the learners' awareness amongst other things of taking increasing responsibility for keeping the mind and body safe and healthy and the harmful effects, both to themselves and others, of illegal substances.

The pupils have been engaged in work with the community in relation to developing the community-
<https://twitter.com/YsgolPenRhos/status/922444536294584320>

On the 22nd of February, 2018, the Ysgol Pen Rhos Scheme was awarded the '**Secure by Design**' certificate which is a Police initiative to reduce crime in our built environment combining the principles of 'designing out crime' with physical security.

Outcome of the Public Meeting held on the 19th of January

Following the Public Meeting a letter was received from Paul Harries, SCAG Volunteer, on behalf of the attendees.

The meeting agreed a motion- ***'the Safer Communities Action Group write to the County Council advising the Cabinet Board of the strong feelings expressed in the meeting and urging the Council (in consultation with Chooselife) to affect the relocation of the "drop in centre" as soon as practicably possible to suitable alternative premises'.***

Concerns were raised in respect to *'who would be responsible if a pupil of the new school came to harm as a result of some of the activities witnessed outside Chooselife'*.

Reference was made to a previous '2000 named petition presented to the Council 8 or 9 years ago that was presented to the Council objecting to the presence of Chooselife in Copperworks Road but this had not achieved anything'.

The Elected Members present (not listed) 'spoke in support of the aims of the community and pledged to work cross party towards the agreed objective.'

Recommendations

Pupils from the Copperworks and Lakefield sites will transfer to the new Ysgol Pen Rhos building following the Easter break i.e. April 9th, 2018.

In order to ensure the safety of children, which is of course our priority-

- 1. The Local Authority will assess the nature of the route walked by the children along Copperworks Road. If the route is not safe to walk the local authority will work to make it safe.**
- 2. The school will put in place a system to check the school boundary and grounds, on a daily basis, to ensure everything is in order.**
- 3. The school will monitor incidences during the Summer term and update the Education Department of any concerns.**

DETAILED REPORT ATTACHED?	No
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed:



Director of Education and Children's Services

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

CONSULTATIONS

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

Signed:



Director of Education and Children's Services

1. Scrutiny Committee
2. Local Member(s)
3. Community / Town Council
4. Relevant Partners- Headteacher of Ysgol Pen Rhos
5. Staff Side Representatives and other Organisations

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

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

THERE ARE NONE

Y BWRDD GWEITHREDOL
26 MAWRTH, 2018

CYTUNDEBAU RHANBARTHOL - CRONFEYDD AR Y CYD

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

Gwahoddir yr Aelodau i gymeradwyo'r cytundebau cyfreithiol sydd eu hangen ar gyfer sefydlu trefniadau rhanbarthol ar gyfer cronfeydd ar y cyd i leoliadau mewn cartrefi gofal i oedolion.

Y Rhesymau:

Er mwyn sicrhau y cyflawnir rhwymedigaethau Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014 mewn perthynas â darpariaethau cronfeydd ar y cyd.

Angen ymgynghori â'r Pwyllgor Craffu perthnasol :	Cynhaliwyd sesiwn briffio gydag aelodau'r Pwyllgor Craffu - Gofal Cymdeithasol ac lechyd ar 27 Chwefror, 2018.
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Angen i'r Bwrdd Gweithredol wneud penderfyniad	OES – 26 Mawrth
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Angen i'r Cyngor wneud penderfyniad	NAC OES
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YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:-

Y Cyng. J. Tremlett (Deilydd y Portffolio Gofal Cymdeithasol ac lechyd)

Y Gyfarwyddiaeth: Cymunedau	Swyddi:	Rhifau ffôn:
Enw Pennaeth y Gwasanaeth:	Cyfarwyddwr y Gwasanaethau Cymunedol	01267 224698 / 01267 228777
Jake Morgan	Rheolwr Rhaglen, Integreiddio Gwasanaethau a Chronfeydd ar y Cyd	Cyfeiriadau E-bost: JakeMorgan@sirgar.gov.uk / KPett@sirgar.gov.uk
Awdur yr Adroddiad: Kevin Pett		

**EXECUTIVE SUMMARY
EXECUTIVE BOARD
26TH MARCH, 2018**

REGIONAL POOLED FUND AGREEMENTS
--



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru

YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

Regional Pooled Fund Agreements

Background

Part 9 of the Social Services and Well-being (Wales) Act stipulates a requirement for councils and local health boards to establish and maintain pooled funds – underpinned by legal agreements - in relation to:

The exercise of their adult care home accommodation (residential and nursing) functions (by 6th April 2018)

The exercise of their family support functions

Specified functions exercised jointly in response to Population Assessments, where such arrangements are considered appropriate

In response, the Regional Collaboration Unit has supported the Partnership in developing pooled fund arrangements for older adult care home placements. This work will provide a foundation for a second phase of pooled fund agreements over the coming period which will include (1) other adult care home placements, (2) family support services and other areas as identified. A revised regional governance framework to streamline decision-making and accountability across partner agencies and provide for collective oversight of pooled fund arrangements is under development and will be in place by the summer. The statutory Regional Partnership Board will have a scrutiny function in relation to these arrangements.

Pooled fund for older adult care home placements

The Regional pooled fund agreement for care home placements will take effect on 1st April 2018 and provides for a 'virtual' regional budget for older people's care home placements (long term) – where - for the initial financial year - money does not transfer between organisations.

A virtual fund meets stipulated Welsh Government requirements for 2018-19 and has the benefits of:

Eliminating the risk of 'cross-subsidy' between the NHS and local government and between Local Authority areas, whilst presenting a clear Regional picture of spend in this area
Removing a considerable administrative burden were agencies to pay into and receive funding from the pool on a regular basis

Avoiding cash flow issues arising due to retrospective monthly payment of the RSG by Welsh Government

Enabling the continued maximisation of financial investment opportunities by individual partners

Trialling integrated financial arrangements without the risk of transactional error, or the need for complex audit arrangements

These virtual arrangements, (developed in full consultation with Directors of Finance from each of the statutory partner agencies), are intended as a basis for a fully-operational pooled fund for the Region from 2019-20. This again, is in line with Welsh Government expectation. Over the same period, the opportunity will be taken to extend arrangements to cover internally provided services and care homes for younger adults (including people with Learning Disability).

Another key benefit of the pooled fund is the development of robust and integrated Regional data set against which regular reports will be made to partners and will inform financial modelling and commissioning capability.

Integrated commissioning arrangements will also include the establishment of a single regional Contract and service specification for older people's care homes; accompanied by an integrated approach to contract monitoring and quality assurance.

A Partnership Agreement setting out these terms is included in Appendix 1.

Recommendations

Organisations are asked to approve the pooled fund legal agreements in respect of Adult care home placements.

DETAILED REPORT ATTACHED?

YES

Care home placement pooled fund agreement – Appendix 1

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: Jake Morgan, Director of Communities

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

1. Policy, Crime & Disorder and Equalities

The subject has significant implications in supporting policy intentions to more effectively integrate services across organisational remits. This is in keeping with policy commitments arising from the Well-being of Future Generations (Wales) Act (2015) and the Social Services and Well-being (Wales) Act (2014).

2. Legal

There are a range of legal issues, to include: responding to the statutory requirements in an appropriate and timely manner; and establishing proper governance arrangements and legal agreements.

3. Finance

Pooling of funds will require appropriate arrangements to ensure adequate control of budgets and suitable measures to protect the Authority in the event of overspends.

4. Risk Management Issues

Minimal risks are attached to the proposed virtual pooled fund arrangement for adult care home placements.

CONSULTATIONS

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

Signed: Jake Morgan, Director of Communities

1. Scrutiny Committee

A briefing session was held with members of the Social Care & Health Scrutiny Committee on the 27th February.

2. Local Member(s) - N/A

3. Community / Town Council – N/A

4. Relevant Partners

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

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

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

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Part 9 of the Social Services and Well-being (Wales) Act 2014		http://gov.wales/docs/dhss/publications/151218part9en.pdf

Mae'r dudalen hon yn wag yn fwriadol

DATED _____ 2018

CARMARTHENSHIRE COUNTY COUNCIL

and

CEREDIGION COUNTY COUNCIL

and

PEMBROKESHIRE COUNTY COUNCIL

and

HYWEL DDA UNIVERSITY LOCAL HEALTH BOARD

**AGREEMENT FOR THE CREATION OF A POOLED FUND FOR
OLDER PERSONS CARE HOME SERVICES**

1	COMMENCEMENT DATE OF THIS AGREEMENT
2	PARTIES
3	DEFINITIONS AND INTERPRETATION
4	BACKGROUND
5	AIMS, BENEFITS AND OUTCOMES
6	DURATION OF THE AGREEMENT
7	DETAILS OF THE ARRANGEMENTS
8	GENERAL PRINCIPLES
9	THE POOLED FUND
10	NO ADJUSTMENT TO FINANCIAL CONTRIBUTIONS
11	CAPITAL EXPENDITURE
12	AUDIT AND ACCOUNTING
13	LIABILITIES
14	REPORTING AND MONITORING
15	INFORMATION SHARING
16	TERMINATION
17	CONFIDENTIALITY AND ACCESS TO INFORMATION
18	WAIVERS
19	ENTIRE AGREEMENT
20	CHANGES IN LEGISLATION, ETC
21	GOVERNING LAW
22	DISPUTES
23	TRANSFERS
24	NO PARTNERSHIP
25	SEVERANCE
26	THE CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999

SCHEDULE 1: SCOPE OF SERVICES

SCHEDULE 2: PARTNERS INDICATIVE BUDGET ASSUMPTIONS FOR FINANCIAL CONTRIBUTION

1 COMMENCEMENT DATE OF THIS AGREEMENT - 1st APRIL 2018

2 PARTIES

2.1 **CARMARTHENSHIRE COUNTY COUNCIL** of County Hall, Carmarthen, SA31 1JP

2.2 **CEREDIGION COUNTY COUNCIL** of Penmorfa, Aberaeron, Ceredigion SA46 0PA

2.3 **PEMBROKESHIRE COUNTY COUNCIL** of County Hall, Haverfordwest, Pembrokeshire, SA61 1TP

2.4 **HYWEL DDA UNIVERSITY LOCAL HEALTH BOARD** of Ystwyth, Hafan Derwen, St David's Park, Carmarthen SA31 3BB

3 DEFINITIONS AND INTERPRETATION

3.1 In this Agreement the following expressions shall have the following meanings:

“Adult”

means a person who is aged 18 years and above

"Agreement"

means this agreement

“Applicable Law”

means all applicable laws, statutes, regulations, regulatory requirements, guidance and codes of practice in any relevant jurisdiction as amended, updated or replaced from time to time, including the Data Protection Laws

"Arrangements"

means the arrangements as described in Clause 7

“Care Home”

means the same as defined in the Care Standards Act 2000

“Care Home Accommodation Functions”

means the care home accommodation functions as defined at Regulation 19 (2) of the Partnership Arrangements (Wales) Regulations 2015, which for the avoidance of doubt relates to Adults

"Commencement Date"

means 01 April 2018

"Councils"

means Carmarthenshire County Council, Ceredigion County Council and Pembrokeshire County Council and their statutory successors

“Data”

means any data, document, code, information, Personal Data in connection with this Agreement.

“Data Incident”

means the reasonable suspicion of, discovery by, or notice to a party that (a) Data has been or is likely to be accessed or obtained by an unauthorised person; or (b) a party's systems have been or are likely to be compromised or vulnerable; or a person has threatened the unauthorised access to or obtaining of any Data

“Data Protection Laws”

means applicable laws and regulations in any relevant jurisdiction relating to privacy or the use or processing of Personal Data relating to natural persons, including: (a) EU Directives 95/46/EC and 2002/58/EC (as amended by 2009/139/EC) and any legislation implementing or made pursuant to such directives, including the DPA and the Privacy and Electronic Communications (EC Directive) Regulations 2003; and (b) from 25 May 2018 EU Regulation 2016/679 ("**GDPR**") and the e-privacy regulation; (c) any laws or regulations ratifying, implementing, adopting, supplementing or replacing GDPR; in each case, to the extent in force, and as such are updated, amended or replaced from time to time; and (d) the Regulation of Investigatory Powers Act 2000 and the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000

“Data Subject”

shall have the meanings set out in the DPA until 25 May 2018 and thereafter the meaning set out in the GDPR

“DPA”

means the Data Protection Act 1998 and any subordinate legislation

“DP Regulator”

means any governmental or regulatory body or authority with responsibility for monitoring or enforcing compliance with the Data Protection Laws.

“Executive Directors”

means the statutory Director of Social Services for each Council and the Director of Primary Care, Community & Long Term Care and the Director of Partnerships & Corporate Services for the Health Board acting by unanimous agreement to undertake the Joint Aims.

"Financial Contribution" means the revenue contribution made to the Pooled Fund by the Partners as set out in the Clause 9 for the term of this Agreement.

"Financial Year" means a year commencing on 1st April 2018 and ending on 31st March 2019

“FOI Legislation”

means the Freedom of Information Act 2000 and subordinate legislation made under this and the Environmental Information Regulations 2004

"Health Board"

means Hywel Dda University Local Health Board and its statutory successor

“Joint Aims”

means the aims, benefits and intended outcomes of the Partners in establishing the Pooled Fund and entering into this Agreement as set out in Clause 5.

"Month"

means a calendar month and **“Monthly”** shall be construed accordingly

“Older Person”

means a person who is aged sixty five (65) years and above and “Older Persons” shall be construed accordingly

"Partner"

means each of the Councils and the Health Board who are the Parties to this Agreement and **“Partners”** shall be construed accordingly

“Personal Data”

has the meanings set out in the DPA until 25 May 2018 and thereafter the meaning set out in GDPR for personal data governed by such laws and shall also include “Personal Information” classified as “personal information” or “personally identifiable information” or similar term under the Applicable Law governing a person’s processing of personal information about an individual;

"Pooled Fund"

means the pooled fund as described in Clause 9

“Pooled Fund Information”

means the information defined within clause 17.2

“Population Assessment”

means the assessment undertaken by the Partners in accordance with section 14(1) of the Social Services and Well-Being (Wales) Act 2014

"Quarter"

means each of the following periods in a Financial Year:

- 1st April to 30th June
- 1st July to 30th September
- 1st October to 31st December
- 1st January to 31st March

“Regional Partnership Board”

means the West Wales Regional Partnership Board as defined in the Regulations

"Regulations"

means the Partnership Arrangements (Wales) Regulations 2015 as amended or replaced from time to time

"Services "

means the services associated with the Care Home Accommodation Functions for Older Persons which are set out in Schedule 1

“Standard Rate”

means the standard rate per week of care which applies to each category of placement within the Services for each Partner, as set out in Schedule 2 in relation to the indicative budget assumptions for the Financial Contributions, and as further confirmed by the Partners under clause 9.3.

“Standing Orders”

means rules used by the Partners for the regulation of their proceedings and business

- 3.2 References to statutory provisions shall be construed as references to those provisions as respectively amended or re-enacted (whether before or after the Commencement Date) from time to time.
- 3.3 The headings of the Clauses in this Agreement are for reference purposes only and shall not be construed as part of this Agreement or deemed to indicate the meaning of the relevant Clauses to which they relate.
- 3.4 References to Schedules are references to the schedules to this Agreement and a reference to a Paragraph is a reference to the paragraph in the Schedule containing such reference.
- 3.5 References to a person or body shall not be restricted to natural persons and shall include a company, corporation or organisation.

- 3.6 Words importing the one gender only shall include the other genders and words importing the singular only shall include the plural.

4 BACKGROUND

- 4.1 Each Council commissions and provides social care for individuals for which it is responsible.
- 4.2 The Health Board plans, delivers, contracts and commissions health services for individuals usually resident within its administrative boundaries.
- 4.3 The Regulations require the Partners to establish and maintain pooled funds from April 2018, for the exercise of their Care Home Accommodation Functions.
- 4.4 Regulation 14 of the Regulations grants powers to local authorities to carry out prescribed functions on behalf of any of the Partners and for the local health board to carry out prescribed local authority functions on behalf of any of the Partners.
- 4.5 The Partners wish to establish a Pooled Fund for the costs of Services which are to be provided under their Care Home Accommodation Functions.
- 4.6 Schedule 1 sets out the scope of the Services falling within the Pooled Fund.
- 4.7 Each Partner confirms it has the necessary authorisation to enter into this Agreement.
- 4.8 The Partners are satisfied that these Arrangements are consistent with the directions of the Regional Partnership Board and those of the Partners for exercising Care Home Accommodation Functions.

5 AIMS, BENEFITS AND OUTCOMES

- 5.1 The aims, benefits and intended outcomes of the Partners in entering in to this Agreement are to:
- 5.1.1 provide efficient and effective commissioning for the Services through an integrated commissioning strategy reflecting the outcomes of the Population Assessment;

- 5.1.2 develop comprehensive market intelligence to shape and influence future service provision to respond to needs/ demand;
- 5.1.3 drive service quality and service improvement;
- 5.1.4 inform a single joint approach to contract management and quality assurance; and
- 5.1.5 enable greater transparency regarding activity and expenditure.

6 DURATION OF THE AGREEMENT

- 6.1 The Agreement shall continue in force until the 31st March 2019.

7 DETAILS OF THE ARRANGEMENTS

- 7.1 The Partners have agreed that with effect from the Commencement Date they will establish a Pooled Fund for the Services.
- 7.2 The Executive Directors shall have responsibility for undertaking the Joint Aims in relation to the Pooled Fund.
- 7.3 For the avoidance of doubt, the Executive Directors shall not have responsibility for the delivery of the Care Home Accommodation Functions on behalf of any Partner.

8 GENERAL PRINCIPLES

- 8.1 In relation to the Arrangements, the Partners shall:
 - 8.1.1 treat each other with respect and an equality of esteem;
 - 8.1.2 provide early information and notice about relevant problems;
 - 8.1.3 co-operate with each other to agree joint protocols where necessary and any variance in such protocols as may be required from time to time; and
 - 8.1.4 not pass a burden of service demand onto another Partner through local organisational actions.

- 8.2 Nothing under this Agreement shall affect the liabilities of the Partners to any third parties for the exercise of their respective functions and obligations.

9 THE POOLED FUND

- 9.1 The Pooled Fund shall be the total value of the respective Financial Contributions of each of the Partners for the Financial Year for the Services.
- 9.2 The indicative budget assumptions of each Partner for their Financial Contribution to the Pooled Fund is set out in Schedule 2.
- 9.3 The Partners shall provide to the Executive Directors the confirmed initial budget for their Financial Contributions for the Financial Year by 31 May 2018 or such later date as agreed by all the Partners, including the Standard Rate which applies to the confirmed initial budget for their Financial Contribution. The Partners shall confirm these figures in accordance with their own financial standing orders and constitution prior to providing the confirmed initial budget to the Executive Directors.
- 9.4 Each of the Partners shall notify the Executive Directors of any budget adjustments following each Quarter. The budget adjustments will be compared to the confirmed initial budget as confirmed in accordance with clause 9.3, and subsequently on any updated budget for the duration of this Agreement. The Partners will aim to give such notification to each of the Executive Directors within 20 days of the end of the relevant Quarter. However, each Partner is required to comply with their respective financial standing orders and internal governance arrangements with regards to authorisation of budgets adjustments and until such arrangements have been complied with only indicative adjustments may be provided within the timescale set out in this clause. Once each Partners has complied with their financial standing orders and internal governance arrangements the Financial Contributions shall be updated to include confirmed budget adjustments.
- 9.5 For the duration of this Agreement, each Partner shall retain their respective Financial Contributions for the purposes of performing their Care Home Accommodation Functions and shall retain statutory responsibility for those functions.

- 9.6 Each Partner shall be responsible for managing any overspend or underspend in respect of their Financial Contribution in accordance with their respective Standing Orders.

10 NO ADJUSTMENT TO FINANCIAL CONTRIBUTIONS

- 10.1 Financial liability for any Care Home Accommodations Functions which are delegated between Partners shall be dealt with separately and shall not result in any reduction or increase to the Partners' Financial Contributions to the Pooled Fund under these Arrangements.

11 CAPITAL EXPENDITURE

- 11.1 The Pooled Fund shall not be applied towards capital expenditure.

12 AUDIT AND ACCOUNTING

- 12.1 Each Partner shall be responsible for the accounting and audit of their own Financial Contribution to the Pooled Fund. For the avoidance of doubt, each Partner's accounting and audit information in relation to its Financial Contribution shall not be Pooled Fund Information for the purposes of Clause 17.

13 LIABILITIES

- 13.1 Nothing in this Agreement shall limit or exclude a Partner's liability:
- (a) for death or personal injury caused by its negligence, or that of its employees, agents or sub-contractors;
 - (b) for fraud or fraudulent misrepresentation;
 - (c) for breach of any obligation as to title or quiet possession implied by statute; or
 - (d) for any other act, omission, or liability which may not be limited or excluded by law.
- 13.2 Subject to Clause 13.1 and clause 13.3, no Partner shall have any liability to any other Partner, whether in contract, tort (including negligence), breach of statutory duty, or otherwise arising under or in connection with the Agreement.

- 13.3 In relation to Clauses 15 (*Information Sharing*) and 17 (*Confidentiality and Access to Information*), each of the Partners (acting severally) shall indemnify and keep indemnified the other Partners against all losses, claims, expenses, actions, demands, costs and liabilities which the other Partners may incur (“the Indemnified Partners”) by reason of or arising out of any wilful default or breach by a Partner of its obligations under Clauses 15 or 17 (and “wilful” in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of that Partner or matters arising from any negligent act or omission in relation to such obligations) unless and to the extent that the same result from a breach by the indemnified Partner of any such obligations.
- 13.4 The amount to be paid to the Indemnified Partners by any of the other Partners under Clause 13.3 shall be borne by each of the Partners to the extent of its responsibility.
- 13.5 A Partner which receives a claim for losses, expenses, actions, demands, costs and liabilities which relates to this Agreement shall notify and provide details of such claim as soon as is reasonably practicable to the other Partners.
- 13.6 No Partner shall be indemnified in accordance with clause 13.3 unless it has given notice in accordance with clause 13.5 to the other Partner against whom it shall be enforcing its right to an indemnity under this Agreement.
- 13.7 Each Partner shall not be obliged to indemnify the other Partners to the extent that the insurances maintained by the other Partners at the relevant time provide an indemnity against the loss giving rise to a claim and to the extent that another Partner recovers under a policy of insurance save that the Partner responsible for liabilities suffered by another Partner shall be responsible for the deductible under any such policy of insurance and any amount over the maximum amount insured under such policy of insurance.

14 REPORTING AND MONITORING

- 14.1 The Partners will provide the Executive Directors with monthly reports containing relevant financial and performance information which will evidence and monitor the Joint Aims. Such reports shall, where necessary, be authorised in accordance with any relevant financial standing orders of the Partners prior to submission to the Executive Directors. The format, content and due dates for such reports shall be

agreed by the Executive Directors at their first meeting following the Commencement Date and communicated by the Executive Directors to the Partners.

- 14.2 The Executive Directors shall meet monthly in order to consider reports received since the previous meeting and to discuss and consider progress and recommendations in relation to the Joint Aims.
- 14.3 The Executive Directors shall act unanimously so as to ensure each Director acts within their statutory or other delegated responsibilities that each Director has from its respective Council or Health Board.
- 14.4 The Partners are working towards overarching governance arrangements in relation to the remit and responsibilities of the Executive Directors which shall be subject to separate agreement (“the Overarching Agreement”). Once agreed, the Overarching Agreement shall provide further governance, scrutiny and reporting arrangements which shall apply to this Pooled Fund Agreement.
- 14.5 The Executive Directors shall provide a report to the Regional Partnership Board in each Quarter in relation to the progress of the Joint Aims.

15 INFORMATION SHARING

15.1 Data Protection

- 15.1.1 The Partners will act as joint data controllers in relation to the information processed as part of this Agreement.
- 15.1.2 The Partners shall comply with the provisions and obligations imposed on them by the Data Protection Laws at all times when processing Personal Data in connection with this Agreement. Details of the processing, including categories of Data Subjects, nature and purposes, and duration/retention periods, shall be set out in a document to be agreed by the Partners.
- 15.1.3 Each Partner shall maintain records of all processing operations under its responsibility that contain at least the minimum information required by the Data Protection Laws, and shall make such information available to any DP Regulator on request.

15.1.4 To the extent any Partner processes any Personal Data on behalf of another Partner the processing Partner shall:

- (i) Process such Personal Data only in accordance with the other Partner's written instructions from time to time and only for the duration of this Agreement.
- (ii) Not process such Personal Data for any purpose other than those set out in this Agreement or otherwise expressly authorised by the other Partner.
- (iii) Take reasonable steps to ensure the reliability of all its personnel who have access to such Personal Data, limit such access to its personnel who require access, and remove, when no longer required, such access to the Personal Data, and ensure that any such personnel are committed to binding obligations of confidentiality when processing such Personal Data.
- (iv) Implement and maintain technical and organisational measures and procedures to ensure an appropriate level of security for such Personal Data, including protecting such Personal Data against the risks of accidental, unlawful or unauthorised destruction, loss, alteration, disclosure, dissemination or access.
- (v) Not transfer such Personal Data outside the European Economic Area without the prior written consent of the other party.
- (vi) Inform the other Partner within twenty four (24) hours if any such Personal Data is (while within the processing Partner's possession or control) subject to a personal data breach (as defined in Article 4 of GDPR) or within such other time period as required under other Data Protection Laws, or is lost or destroyed or becomes damaged, corrupted or unusable.
- (vii) Only appoint a third party to process such Personal Data with the prior written consent of the other Partner.
- (viii) Not use or disclose any Personal Data to any Data Subject or to a third party other than at the written request of the other Partner or as expressly provided for in this Agreement.

- (ix) Return or irretrievably delete all Personal Data on termination or expiry of this Agreement and not make any further use of such Personal Data.
- (x) Provide to the other Partner and any DP Regulator all information and assistance necessary or desirable to demonstrate or ensure compliance with the obligations in this clause and the Data Protection Laws.
- (xi) Permit the other Partner or its representatives to access any relevant premises, personnel or records of the processing Partner on reasonable notice to audit and otherwise verify compliance with this clause.
- (xii) Take such steps as are reasonably required to assist the other Partner in ensuring compliance with its obligations under Articles 30 to 36 (inclusive) of GDPR and other applicable Data Protection Laws.
- (xiii) Notify the other Partner within two (2) Business Days if it receives a request from a Data Subject to exercise its rights under the Data Protection Laws in relation to that person's Personal Data; and
- (xiv) Provide the other Partner with its full co-operation and assistance in relation to any request made by a Data Subject to exercise its rights under the Data Protection Laws in relation to that person's Personal Data.

15.1.5 If any Partner receives any complaint, notice or communication which relates directly or indirectly to the processing of Personal Data by another or to another Partner's compliance with the Data Protection Laws, it shall as soon as reasonably practicable notify the other Partner and it shall provide the other Partner with reasonable co-operation and assistance in relation to any such complaint, notice or communication.

15.1.6 If a Partner requires another Partner to make any disclosures or provide any information in respect of this Agreement in order to enable that party to meet its obligations under the Data Protection Laws the other Partner shall do so.

15.1.7 The provisions of this clause shall apply during the continuance of this Agreement and indefinitely after its expiry or termination.

15.2 Freedom of Information

- 15.2.1 Each Partner acknowledges that it and the other Partners are subject to the requirements of FOI Legislation and therefore recognise that information relating to this Agreement may be the subject of an Information Request.
- 15.2.2 Where a Partner receives a request for information under either the FOI Legislation in relation to information which it is holding on behalf of any of the other Partners in relation to this agreement, it shall inform the Executive Directors and the other Partners of the request and its response.
- 15.2.3 The Executive Directors shall be required to assist any of the Partners in responding to a request for information to the extent that it relates to this agreement. This shall include co-ordinating the response when requested to do so by any of the Partners.
- 15.2.4 Any Partner which receives a request for information under FOI Legislation shall be responsible for determining in their absolute discretion whether any information requested under FOI Legislation:
- a) Is exempt from disclosure under FOI Legislation; and
 - b) Is to be disclosed in response to an Information Request.
- 15.2.5 Each Partner acknowledges that any of the Partners may be obliged under FOI Legislation to disclose information:
- (a) Without consulting the other Partners where it has not been practicable to achieve such consultation; or
 - (b) Following consultation with the other Partners and having taken their views into account.

16 TERMINATION

- 16.1 The Partners agree that this Agreement may be determined upon terms agreed by all the Partners.

17 CONFIDENTIALITY AND ACCESS TO INFORMATION

- 17.1 Except as required by law, each Partner agrees at all times during the continuance of this Agreement and after its termination to keep confidential all documents and papers which it receives or otherwise acquires in connection with this Agreement unless the Executive Directors have agreed that such a document or paper may be placed in the public domain or otherwise disclosed to a third party.
- 17.2 Any Director named as one of the Executive Directors may request a copy of a document from any other Partner which has been or is being prepared on behalf of the Executive Directors in relation to any of the performance or financial reporting or monitoring arrangements referred to in this Agreement or is being held on behalf of the Executive Directors ("Pooled Fund Information"). Where such a request is made the Partner to whom the request is made shall promptly provide the requesting Director with a copy of such Pooled Fund Information. Subject to Clause 15, should any Director named as one of the Executive Directors receive a request for access to Pooled Fund Information from an officer or member of their own Partner, that Director shall at his discretion and subject to that Partner's constitution, decide whether the relevant Pooled Fund Information shall be disclosed to the officer or member in question with full consideration given to ensure compliance with Data Protection Laws. Where practicable, the Director who so receives a request shall consult with the other Executive Directors and consider their views in exercising his discretion under this clause. Any Pooled Fund Information shared will be processed to ensure that the minimum amount of personal data is made available and, whenever possible, that any such information is fully anonymised as provided in Clause 17.3.
- 17.3 Any Partner preparing Pooled Fund Information shall ensure that it does not include the identity of any individual service user or carer (or their families) and any such information must be appropriately anonymised.

18 WAIVERS

- 18.1 The failure of a Partner to enforce, at any time or for any period of time, any of the provisions of this Agreement shall not be construed to be a waiver of any such provision and shall in no matter affect the right of that Partner thereafter to enforce such provision.

- 18.2 No waiver in any one or more instances of a breach of any provision hereof, shall be deemed to be a further or continuing waiver of such provision in other instances.

19 ENTIRE AGREEMENT

- 19.1 The terms herein contained together with the content of the Schedule constitute the complete agreement between the Partners with respect to the subject matter hereof and supersede all previous communications representations understandings and agreement, and any representation promise or condition not incorporated herein shall not be binding on any Partner.

- 19.2 No agreement or understanding varying or extending or pursuant to any of the terms or provisions hereof shall be binding upon any Partner unless in writing and signed by a duly authorised officer or representative of each of the Partners.

20. CHANGES IN LEGISLATION, ETC.

- 20.1 The Partners shall review the operation of the Arrangements and all or any procedures or requirements of this Agreement on the coming into force of any relevant statutory or other legislation or guidance affecting the Arrangements so as to ensure that the Arrangements comply with such legislation or guidance.

21 GOVERNING LAW

- 21.1 This Agreement shall be governed by and construed in accordance with the laws of England and Wales and shall be subject to the exclusive jurisdiction of the English and Welsh Courts.

22 DISPUTES

- 22.1 In the event of a dispute between the Partners in connection with this Agreement, the matter shall be referred to the Executive Directors who shall endeavour to resolve the dispute.

- 22.2 In the event that the dispute remains unresolved having followed the procedure in Clause 22.1, or where owing to the nature or level of the dispute it would be inappropriate for the Executive Directors to seek to resolve it, the matter shall be referred to the Chief Executives of the Partners who shall endeavour to settle the dispute between them.

23 TRANSFERS

- 23.1 No Partner may assign, transfer, sub-contract or dispose of this Agreement or any benefits and obligations hereunder without the prior written consent of the other Partners acting through the Executive Directors except to any statutory successor in title to the appropriate statutory functions.

24 NO PARTNERSHIP

- 24.1 Nothing in this Agreement shall create or be deemed to create a legal partnership or the relationship of employer and employee between the Partners.

25 SEVERANCE

- 25.1 If any provision of this Agreement becomes or is declared by any court of competent jurisdiction to be invalid or unenforceable in any way such enforceability shall in no way impair or affect any other provision of this Agreement the remaining provision of which will remain in full force and effect.

26 THE CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999

- 26.1 Unless the right of enforcement is expressly provided, no third party shall have the right to pursue any right under this Agreement pursuant to the Contracts (Rights of Third Parties) Act 1999.

IN WITNESS WHEREOF the Partners have executed this Agreement as a Deed the day and year first above written:

Executed as a deed by affixing the

COMMON SEAL of CARMARTHENSHIRE COUNTY COUNCIL

In the presence of:

Signed (Authorised Officer):

Name/Position:

Signed (Authorised Officer):

Name Position:

Executed as a deed by affixing the

COMMON SEAL of CEREDIGION COUNTY COUNCIL

in the presence of:

Signed (Authorised Officer):

Name/Position:

Signed (Authorised Officer):

Name/Position:

Executed as a deed by affixing the

COMMON SEAL of PEMBROKESHIRE COUNTY COUNCIL

in the presence of:

Signed (Authorised Officer):

Name/Position:

Signed (Authorised Officer):

Name/Position:

Executed as a deed by affixing the

COMMON SEAL of HYWEL DDA UNIVERSITY LOCAL HEALTH BOARD

in the presence of:

Signed (Authorised Officer):

Name/Position:

Signed (Authorised Officer):

Name/Position:

SCHEDULE 1

SCOPE OF SERVICES

1.1 The scope of the Services includes externally commissioned Nursing and Residential placements for Older Persons including:

- Standard Local Authority Rate and Funded Nursing Care (FNC) Placements (Joint funded packages and out of county packages);
- Standard Local Authority Rate and Funded Nursing Care (FNC) Placements for Dementia/EMI (Joint funded packages and out of county packages);
- Standard Rate Residential Placements (Joint funded packages and out of county packages);
- Standard Rate Residential Placements for Dementia/EMI. (Joint funded packages and out of county packages); and
- Standard Rate Continuing NHS Health Care Placements (and out of county packages).

Externally commissioned Nursing and Residential placements for Older Persons also include, Respite, Short Term, Temporary and Permanent placements.

The Financial Contribution for such services shall reflect the cost of the service for each Partner excluding service user's assessed charge and excluding Additional Cost Contributions.

1.2 The Scope of the Services expressly excludes packages of Care which have been externally commissioned where the main assessed need is one of the following:

- Learning Disability;
- Physical or Sensory Impairment;
- Mental Health Impairment (apart from where the condition is associated with old age);
- Bespoke packages of care and
- Placements/services provided directly by the Partners (not commissioned)

SCHEDULE 2**PARTNERS INDICATIVE BUDGET ASSUMPTIONS FOR FINANCIAL CONTRIBUTION**

The figures provided below are estimated outturn figures for 2017/18 from November 2017

Residential Care Placements			EMI - Residential Care Placements			Nursing Care Placements (excluding FNC)			EMI Nursing Care Placements (excluding FNC)		
Residential (Cars)	Residential (Pembs)	Residential (Cere)	Emi - Residential (Cars)	Emi - Residential (Pembs)	Emi - Residential (Cere)	Nursing (Cars)	Nursing (Pembs)	Nursing (Cere)	Emi Nursing (Cars)	Emi Nursing (Pembs)	Emi Nursing (Cere)
Cars	Pembs	Cere	Cars	Pembs	Cere	Cars	Pembs	Cere	Cars	Pembs	Cere
7,697	4,993	792	6,145	3,985	2,830	1,912	966	1,736	993	957	365
7,697	4,993	792	6,145	3,985	2,830	1,912	966	1,736	993	957	365

Funded Nursing Care (FNC)	Joint Packages	Joint Packages	Joint Packages	Nursing Care Placements (CHC)
Nursing FNC (HDda)	All (Carms)	All (Pembs)	All (Cere)	Nursing Care CHC (HDda)
Hdda	Carms	Pembs	Cere	Hdda
2,373	702	1,240	509	10,804
2,373	702	1,240	509	10,804

Totals

Carms	Pembs	Cere	Hdda	Total
17,449	12,141	6,232	13,177	48,999

The Standard Rate for each Partner used for the above indicative budget assumptions are set out below. :

Residential Care Placements			EMI - Residential Care Placements			Nursing Care Placements (excluding FNC)			EMI Nursing Care Placements (excluding FNC)			Funded Nursing Care (FNC)
Residential (Carms)	Residential (Pembs)	Residential (Cere)	Emi - Residential (Carms)	Emi - Residential (Pembs)	Emi - Residential (Cere)	Nursing (Carms)	Nursing (Pembs)	Nursing (Cere)	Emi Nursing (Carms)	Emi Nursing (Pembs)	Emi Nursing (Cere)	Nursing FNC (HDda)
£522.28	£546.53	£536	£545.33	£570.98	£571	£505.17	£552.81	£544	£581.72	£584.74	£579	£149.67

**Y BWRDD GWEITHREDOL
26 MAWRTH, 2018**

CYNLLUN ARDAL GORLLEWIN CYMRU 2018-2023

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

Gwahoddir yr Aelodau i gytuno ar Gynllun Ardal Gorllewin Cymru 2018-2023..

Y Rhesymau:

Er mwyn sicrhau y cyflawnir rhwymedigaethau Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014.

Angen ymgynghori â'r Pwyllgor Craffu perthnasol : Cynhaliwyd sesiwn briffio gydag aelodau'r Pwyllgor Craffu - Gofal Cymdeithasol ac lechyd ar 27 Chwefror, 2018.

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES - 26 Mawrth, 2018

Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:-

Y Cyng. J. Tremlett (Deilydd y Portffolio Gofal Cymdeithasol ac lechyd)

Y Gyfarwyddiaeth:
Cymunedau

Swyddi:

Rhifau ffôn:

Enw Pennaeth y
Gwasanaeth: Jake
Morgan

Cyfarwyddwr y
Gwasanaethau Cymunedol

01267 224698 / 01267 228777

Awdur yr Adroddiad:
Martyn Palfreman

Pennaeth yr Uned
Cydweithredu Rhanbarthol

Cyfeiriadau E-bost:
JakeMorgan@sirgar.gov.uk /
MPalfreman@sirgar.gov.uk

**EXECUTIVE SUMMARY
EXECUTIVE BOARD
26TH MARCH, 2018**

WEST WALES AREA PLAN 2018-2023

Background

1. The West Wales Area Plan attached as Appendix 1 has been prepared in accordance with statutory requirements set out in Section 14A of the Social Services and Wellbeing (Wales) Act and accompanying Statutory Guidance, namely that:
 - Local Authorities and LHBs produce a joint plan providing a description of the range and level of services proposed in response to the care and support needs, including the support needs of carers, identified in Population Assessment reports
 - Plans must focus on the integrated services planned in response to each core theme identified within the Population Assessment
 - The first Area Plans must be published by 1 April 2018
2. Plans must also include:
 - The actions partners will take in relation to the priority areas of integration for regional partnership boards;
 - The instances and details of pooled funds to be established in response to the population assessment;
 - How services will be procured or arranged to be delivered, including by alternative delivery models;
 - Details of the preventative services that will be provided or arranged;
 - Actions being taken in relation to the provision of information, advice and assistance services; and
 - Actions required to deliver services through the medium of Welsh.

For consideration

3. The West Wales Area Plan has been developed in response to the [Population Assessment](#) published in March 2017. A range of regional partners from across sectors have been directly involved in the drafting of the Plan. It provides a clear public statement of strategic intent by the West Wales Care Partnership regarding the ongoing transformation of care and support in West Wales.
4. The Plan was approved by the West Wales Regional Partnership Board for on 16 February 2018.
5. Members should note in particular that the Plan:
 - Is intentionally high level, setting broad strategic objectives which will be supported by a range of implementation plans at local and regional level
 - Links the strategic objectives with the detailed findings of the Population Assessment
 - Will be refreshed on a regular basis to take account of national and regional developments such as the Parliamentary Review and Hywel Dda University Health Board's Transforming Clinical Services programme
 - Is based around a three stage, all-age care and support pathway based on the principles of prevention and key enablers of transformation
 - Reflects the RPB's strategic priorities

- Includes the adoption of the Welsh language as an additional strategic priority and the creation of a new regional Welsh language forum to share effective practice and consolidate work being undertaken at local level
6. In view of timescales, direct citizen involvement in the development of the Area Plan has not been possible although it contains a clear commitment to ensure that supporting implementation plans are produced and delivered in a genuinely co-produced way. Also, new regional arrangements for citizen and provider engagement which will be in place from 2018-19 will provide an opportunity to engage with people on the core themes of the plan and priorities for action.
 7. The Plan will be available on-line via the new West Wales Data Portal being constructed by Data Unit Wales. This will enable specific objectives to be linked with the relevant sections of the Population Assessment and give access to relevant supporting data which will be updated on a regular basis. A print facility will be included providing the option of hard copy. Welsh and easy read versions will also be available.
 8. Regular, quarterly updates on delivery of the objectives will be reported to the RPB. Over time, strategic outcomes will be reported using a regional outcomes framework, linked to the national framework, which is currently under development in support of the ICF programme. Updates will also be made available to partner agencies.

Recommendations

That Members:

1. Note and endorse the West Wales Area Plan for 2018-2023

DETAILED REPORT ATTACHED ?	YES West Wales Area Plan – Appendix 1
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jake Morgan, Director of Communities

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

The subject has significant implications in supporting policy intentions to more effectively integrate services across organisational remits. This is in keeping with policy commitments arising from the Well-being of Future Generations (Wales) Act (2015) and the Social Services and Well-being (Wales) Act (2014).

CONSULTATIONS

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

Signed: Jake Morgan, Director of Communities

1. Scrutiny Committee

A briefing session was held with members of the Social Care & Health Scrutiny Committee on the 27th February.

2. Local Member(s) - N/A

3. Community / Town Council - N/A

4. Relevant Partners

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

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

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

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Part 9 of the Social Services and Well-being (Wales) Act 2014		http://gov.wales/docs/dhss/publications/151218part9en.pdf

Mae'r dudalen hon yn wag yn fwriadol



DELIVERING CHANGE TOGETHER

**CYFLAWNI NEWID
GYDA'N GILYDD**

**West Wales Area Plan
2018-2023**

Contents

Foreword

On behalf of the West Wales Regional Partnership Board, I am delighted to present our first Area Plan in which we set out how we will work as a partnership over the next five years to continue the transformation and integration of care and support in our region and address the issues identified in our recent Population Assessment.

We have intentionally structured our Plan around the principles of prevention and a single 'care and support pathway' which aims to help people of all ages stay independent within their communities and, if they need more formal care, to ensure that agencies work together to help those that can return home with appropriate support as soon as possible. For those needing longer term care our focus will continue to be on helping people reach their full potential and live fulfilling lives. These are the aims and values that underpin the Social Services and Wellbeing (Wales) Act.

Our Plan sets clear strategic objectives to which the Board will hold partners accountable. More detailed action plans are in place or are being developed to ensure that practical steps are taken to deliver the change that is required on the ground. We have provided links to these wherever possible.

We all have a stake in delivering transformation. A fundamental principle of the partnership is that people needing care and support and their carers – as well as wider communities – have a meaningful voice in shaping services and we will be looking to ensure that people are properly engaged as action plans are developed and implemented.

Committed professionals across the statutory, third and independent sectors provide high quality care and support to thousands of people in West Wales every day. Properly valuing our current staff and supporting them to develop new skills, as well as attracting new people to join the sector, are priorities for the partnership and we will be working at a regional level and nationally with colleagues in Social Care Wales to achieve this.

The landscape in which we operate is constantly changing. We will need to ensure that the objectives within our Plan fit with the anticipated response from Welsh Government to the recent Parliamentary Review of Health and Social Care in Wales. Similarly, they will need to support the implementation of Hywel Dda University Health Board's Transforming Clinical Services Programme. Therefore we aim to refresh the Plan on a regular basis. Updates will be available via a new on-line Data Portal which also contains a vast range of information on our population and the care and support that is delivered across West Wales. This data will also be updated regularly to help us monitor the impact of this Plan and ensure that we remain on track.

Sue Darnbrook

Chair, West Wales Regional Partnership Board



How we have structured our Area Plan

Our Area Plan is in three sections:

Section 1: Overview

This section provides information on statutory requirements in relation to the production of Area Plans, the West Wales Care Partnership and its priorities and the approach we took to developing our Plan.

Section 2: Summary of issues by population group

This section summarises key findings within the Population Assessment in relation to different population groups and the gaps and areas for improvement we identified. For each of these we highlight the relevant objectives within our Delivery Plan or, where appropriate, reference separate plans through which those specific issues are being addressed.

Section 3: Delivery plan

This section contains high level objectives which will be taken forward collaboratively on behalf of the RPB over the coming period. Where possible links are provided to more detailed implementation plans. These detailed plans may change over time and we will refresh our Plan regularly to reflect these changes.

Indicative timescales for delivery of our objectives are also provided, with 'short term' meaning a timescale of 1 to 2 years and 'medium term' 3 to 5 years. Again these timescales may be modified over time and any changes reflected as the Plan is refreshed.

Section 1: Overview

1.1 West Wales Care Partnership

The West Wales Care Partnership (WWCP) brings together partners from local government, the NHS, third and independent sectors with users and carers with the aim of transforming care and support services in the region.

The West Wales region covers the area of Hywel Dda University Health Board and includes the council areas of Carmarthenshire, Ceredigion and Pembrokeshire. Our region is predominantly rural and is the second most sparsely populated region in Wales. Covering approximately one quarter of the landmass of Wales, the region's population was estimated to be 384,000 in 2016.

The work of the WWCP is overseen by a Regional Partnership Board (RPB). Current membership of the Board can be found via the following link [Insert](#).

Further information on the WWCP and what it does can be found [here](#) [Insert link](#).

1.2 Population Assessment

In March 2017 we published our first Population Assessment [Insert link](#). Required under Section 14 of the Social Services and Wellbeing (Wales) Act, this assessment was carried out jointly by the three local authorities and Hywel Dda University Health Board (HDUHB), with input from users, carers and colleagues in the third and independent sectors. It provides a detailed analysis of care and support needs, and support needs of carers in the region, the range and level of services required and the extent to which those needs are currently being met. We were required by Welsh Government to look at the specific needs of the following population groups:

- Carers
- Children and Young People
- People with Physical Disabilities
- People with a Learning Disability and people with Autism
- People with a Mental Health condition
- Older people
- People with a sensory impairment
- People involved in Substance Misuse
- People experiencing Violence Against Women, Domestic Abuse and Sexual Violence

We also considered generic population health needs within the community.

Our Population Assessment contained a number of overarching recommendations in relation to how care and support should be provided in the future. These were as follows:

- OR1** We should remain focused on respecting people's dignity and protecting them from neglect and abuse
- OR2** Services should be available in Welsh for all who need them
- OR3** Prevention – delaying or reducing the need for ongoing care and support – should underpin all we do and we need to help communities to help themselves
- OR4** We must recognise the contribution of carers and provide them with appropriate support
- OR5** The transition between children's and adult's services needs to be handled appropriately to make sure young adults continue to get the support they need to live independent and fulfilled lives

- OR6** We must involve users, carers, service providers and wider communities in the planning and delivery of care and support
- OR7** We should be bold and radical in changing the way services are provided
- OR8** We need an integrated approach to commissioning and delivery of services and look to pool our resources where possible to ensure we make best use of available budgets and join services up at the point of delivery

Section 2 provides a summary of the issues we identified in relation to each of the population groups, including identified gaps and areas for improvement.

1.3 The Area Plan

Section 14A of the Act requires us to produce an Area Plan setting out how we will work together to address the findings and recommendations of our Population Assessment. It also needs to provide details of our approach to prevention, Information, Advice and Assistance, development of alternative delivery models and how we will deliver services through the medium of Welsh. We have to produce an Area Plan every five years.

The West Wales Area Plan has been produced jointly by the three Local Authorities and HDUHB and other partners in the region. This collaborative approach will continue as we deliver against our shared objectives, ensuring that we achieve consistency where possible across the region and develop integrated and sustainable care and support to people in West Wales.

Our Plan is an important document that provides a clear framework for partners for integrating and transforming care and support and a public statement of our intentions, to which users, carers and communities more generally are invited to hold us to account. We have intentionally made the Plan succinct so that it is accessible to the range of people and organisations that have an interest in how care and support is provided now and how we want to change it in the future.

1.4 National context

Whilst it focuses on the care and support needs of people in West Wales, our Plan is informed by a number of important national drivers. These are as follows:

The Social Services and Wellbeing (Wales) Act 2014, which provides a legislative framework for care and support based on the principles of:

- Supporting people to achieve their own wellbeing
- Putting people at the centre of their care and support and giving them a voice in terms of the support they receive
- Involving people in the design and delivery of services
- Developing preventative services that help prevent, delay or reduce the need for care and support
- Promoting not for profit delivery models, and
- Requiring collaboration across agencies in the provision of care and support and integration of key services including services for older people with complex needs, children with complex needs, people with a learning disability and carers, including young carers

Link:

<https://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&source=web&cd=4&cad=rja&uact=8&ved=0ahUKEwju05aCo9>

- Link:

The Parliamentary Review of Health and Social Care in Wales, which reported in January 2018 calls for a seamless system of care for Wales, organised around the individual and their family and underpinned by the 'Quadruple Aim' of health and care staff, volunteers and citizens working together to deliver clear outcomes; improved health and wellbeing; a cared for workforce; and better value for money.

Link:

Prosperity for All, the Welsh Government's national strategy, which sets out how the objectives set for the current term of the National Assembly for Wales will be delivered and identifies longer-term foundations for the future. Five priority areas are identified, which include:

- The strategy also highlights **the need for agencies to work more closely, on a consistent regional basis**, to maintain resilience and responsiveness of services in the future.

Tudalen 244

1.5 Regional priorities

Our Plan reflects **eight regional priorities** that have been adopted by the RPB. These have been shaped by the national policy context, statutory requirements under the Act and the findings of our Population Assessment.

Our regional priorities fit into three categories, as set out in Figure 1 below:

Figure 1

ENABLERS OF CHANGE – improving core processes and building capacity to deliver
<ul style="list-style-type: none">• Regional Workforce Strategy• Integrated commissioning• Implementation of the Welsh Community Care Information System (WCCIS)
TRANSFORMING KEY SERVICES – integrating models of care for different population groups
<ul style="list-style-type: none">• Transforming Mental Health and Learning Disability Services
CROSS-CUTTING THEMES – areas of change that span different population groups
<ul style="list-style-type: none">• Information, Advice and Assistance/prevention• Carers• Service integration and pooled funds• Welsh Language

Comprehensive work programmes are in place in support of each of the objectives and key deliverables from these are reflected in the objectives set out in our Delivery Plan.

1.6 Prevention

Prevention is a core theme within the Act and the principle already underpins many models of care and support in place across the region. Prevention essentially means meeting people's needs in the community before they reach crisis point and, for those receiving care and support, preventing escalation of their needs by focusing on their abilities and helping them to be as independent as possible for as long as possible. This approach is proven to improve outcomes for people and help ensure their well-being. It also helps optimise available resources by reducing demand for formalised care, thus making services more sustainable.

This requires shifts in the way in which statutory agencies deliver care and support. The three local authorities and HDUHB are actively involved in reconfiguring services and testing new approaches, in many cases through programmes supported by the Welsh Government's Integrated Care Fund (ICF). Examples include:

- Increasing the use of step-up and step-down facilities to prevent the need for admission to hospital and enable people to go home sooner
- Increasing the range of reablement services which provide targeted support to people following a stay in hospital or temporary escalation in care and support needs, to help them get back to full independence as quickly as possible

- Providing turnaround services at general hospitals to reduce the number of admissions and facilitate earlier discharge

Other partners such as the third sector also have a key role to play in prevention, for example by developing low level support networks within communities which can help people to remain connected and to stay independent for as long as possible. In West Wales we have a proud record of innovative practice in this area, which includes:

- Cross-sector 'home from hospital' schemes which bring together statutory and third sector agencies to provide wraparound support and ensure people's home environments are appropriate for their needs following discharge
- Establishment of 'third sector broker' or 'community connector' roles which help raise awareness of care and support available within local communities and support the development of new initiatives at local level

Not surprisingly, prevention is one of the strategic priorities adopted by the RPB. To ensure that our approach to prevention is as effective as possible, we are committed to reviewing arrangements across the region, identifying proven practice across Wales and the UK and developing a regional preventions framework based on shared quality standards.

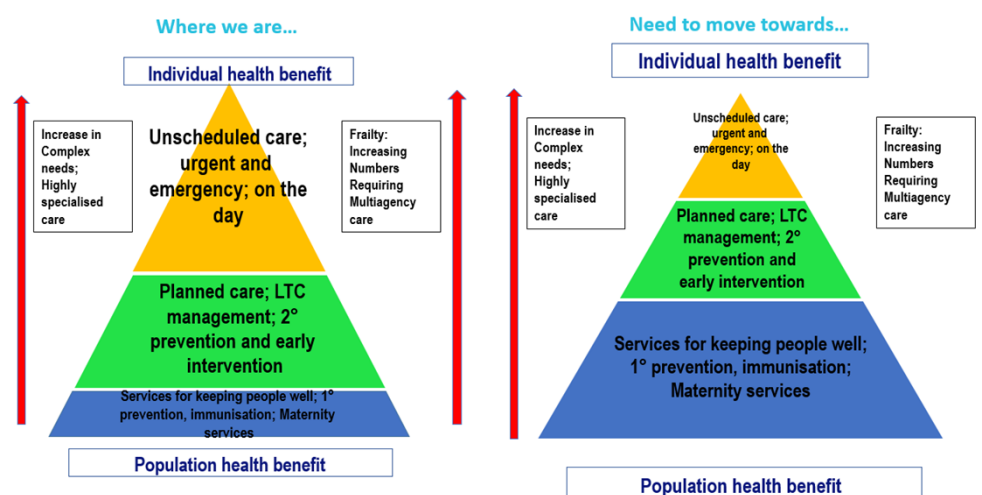
We will actively support the development of alternative delivery models, including social enterprises, cooperatives and user-led services, building on existing activity in the region and pooling expertise of local and national partners.

More information on our objectives is contained within the Delivery Plan in Section 3.

1.7 An integrated care and support pathway

In terms of care and support needs, our Population Assessment identified a number of common challenges and opportunities across the different population groups. It demonstrated that a collaborative, preventative approach based on improving population health and reducing and delaying the need for care and support is going to be crucial if we are to help people achieve positive outcomes, remain independent and live fulfilled lives within our communities. We have strong foundations on which to build although it is clear that we need to accelerate the pace of change. This will require a fundamental shift in the balance between community-based, preventative support and acute services and an associated change in funding priorities. This shift is illustrated in Figure 2 below, which has been developed by HDUHB but is applicable across health and social care.

Figure 2



In view of the cross-cutting nature of many of our challenges and opportunities, we have structured our Plan to span the needs of the entire population through a **co-produced, preventative approach to care and support**, reflected in a **staged care and support pathway**. This approach aligns with our commitment to prevention outlined above and national work that is underway to develop consistent models of seamless, integrated, locality-based care.

Our care and support pathway aims to support people to:

- 1. Stay well and independent within the community** for example through making information available in accessible formats which enables people to make appropriate choices and maintain personal health and wellbeing, understanding the value from a young age of regular exercise, healthy eating and the need to socialise regularly, linking people with well-being hubs and informal support within their communities and further development of supported living services – **Prevention Stage 1**
- 2. Maintain independence through provision of targeted support that prevents the need for people to be admitted to hospital or long-term residential care, or supports timely discharge** such as domiciliary care, housing adaptations, 'turnaround' services at the front door of hospitals and rapid response services, 'step-up', 'step-down' and reablement services, extra care, supporting families and parents to reduce adverse childhood experiences (ACEs) which can have life- long effects, building on the work of the Integrated Family Support Service to work with and support the most vulnerable children and families in Wales – **Prevention Stage 2**
- 3. Provision of appropriate, outcomes-focused long-term care and support** for example providing ongoing health and/ or social care in residential settings with a focus on supporting independence, building on strengths and improving outcomes for individuals over time, work to reduce unnecessary use of care – **Prevention Stage 3**

Section 3 of the Plan provides a high level Delivery Plan containing a range of objectives grouped under the 3 stages of our preventative approach, with an additional section detailing objectives in relation to the 'enablers' within the RPB's priorities. For each objective we indicate which population groups will be affected by the planned change (linking directly back to the Chapters in our Population Assessment and the summary information contained in Section 2), and which of

the eight regional priorities set out in 1.5 above apply. We also cross-refer each objective to the overarching recommendations within our Population Assessment.

1.8 Meeting local needs

In developing the Plan, we have sought to strike the right balance between a regional focus and local delivery. As partners we are committed to ensuring that wherever people live in West Wales they can be assured of consistent standards and a common joined-up approach to their care and support. Service standards will be developed in partnership with users, carers and providers and will reflect best practice in our region, other parts of Wales and further afield. To achieve economies of scale we will continue to work regionally to achieve sustainability in our markets and in the commissioning and delivery of specialist services such as for those for children with complex needs.

However, this does not mean that all services will look exactly the same in all areas. Our Population Assessment recognises the rich diversity of our region, which includes post-industrial areas with significant social deprivation, rural and coastal communities. The way in which services are organised, funded, delivered and accessed must reflect the particular needs of such communities. Such an approach aligns with the aims of the Welsh Government's Plan for a Primary Care Service for Wales. We are therefore committing within the Plan to a localised approach, looking for opportunities to integrate and pool resources at the lowest level possible. This combination of regional consistency and local delivery reflects the recommendations of the Parliamentary Review and the ethos underpinning the Transforming Clinical Services Programme.

1.9 Links with other programmes

The Delivery Plan is supported by a wide range of more detailed implementation plans. These are referenced within the Plan and links are provided where available. They include single agency and collaborative plans. Some are statutory, for example the Regional Strategy for Violence Against Women (VAWDASV), Domestic Abuse and Sexual Violence, the Commissioning Strategy for Drug and Alcohol Misuse, Together for Mental Health Strategy and the Health Board's Integrated Medium Term Plan.

Specific initiatives supported through the ARCH (A Regional Collaboration for Health) programme such as the Llanelli Wellness and Life Science Village at Delta Lakes will be key in helping deliver our vision for services serving the whole region. The largest ever regeneration project in South West Wales, this programme will improve the health and wellbeing of people in our region and create up to 2000 jobs. Proposals include:

- An Institute of Life Science with laboratory and clinic space and an incubation facility for business start-up, research and development
- A Wellness Hub incorporating a new 'state-of-the-art' sports and leisure centre
- A Community Health Hub offering a range of health and wellbeing services and facilities for education and training.
- A Wellness Hotel
- An Assisted Living Village

The ambitious project – which will see an investment of more than £200 million - is being led by Carmarthenshire County Council in partnership with HDUHB and Abertawe Bro Morgannwg University Health Boards and Swansea University.

It is also a key project for the Swansea Bay City Region and is earmarked to receive £40million as part of the £1.3 billion City Deal funding.

Mechanisms are also in place to ensure alignment between our Plan and the work programmes of the Mid Wales Health Care Joint Committee, Supporting People and regional safeguarding boards for children and adults.

We will ensure that updated versions of implementation plans are made available as they are developed and adopted. This will help make sure the Plan stays relevant and provides an up-to-date picture of progress.

1.10 Transforming Clinical Services

These principles also underpin a fundamental review of healthcare services in West Wales being taken forward through HDUHB's **Transforming Clinical Services Programme**. This programme is underpinned by four key objectives:

- Improving the quality of care
- Meeting the changing needs of patients
- Making resources go further
- Joining up services

Following extensive engagement with staff, partners, service users, carers and the public during the Spring and Summer of 2017 a number of options for organising and delivering healthcare in the future have been developed and these will be consulted upon further in the Spring of 2018, prior to formal adoption of the preferred model in July. All of these models are based on the core principles of improving population health, prevention and self-care and include the establishment of 'community hubs' providing a range of integrated health and care services aimed at helping people stay well within their communities.

The Transforming Clinical Services Programme provides a unique opportunity for health, social care, partners in the independent and third sectors – working with users and carers - to develop the seamless care system envisaged in the Parliamentary Review that fits with the needs of people in West Wales. The Objectives within this Plan reflect the aims of the programme and signal a shared strategic intent to deliver transformational change. Detailed implementation plans will be developed once the way forward has been agreed.

1.11 A wider approach to wellbeing

Some of the issues and challenges that were identified within our Population Assessment require action beyond the remit of the RPB. Examples include developing ways of making it easier for people in rural communities to access the care and support that is available. In these instances we will work with the three Public Service Boards (PSBs) in the region, which have responsibility for improving economic, social, environmental and cultural wellbeing in their areas by strengthening joint working across public services. Under the Wellbeing of Future Generations (Wales) Act, PSBs are required to produce Wellbeing Plans for their areas, informed by Wellbeing Assessments, and we will seek to ensure such wider issues are picked up as the Wellbeing Plans are implemented.

Similarly, we have identified where our Area Plan will help address issues pertinent to the wellbeing of people in need of care and support identified within the Wellbeing Assessments and

will work with PSBs to align activity as necessary. Areas where the themes of the wellbeing plans and the Area Plan overlap include healthy habits, early intervention, strong connections and prosperous people and places (Carmarthenshire); community resilience and individual resilience (Ceredigion); and living and working, resourceful communities and tackling rurality (Pembrokeshire).

Links to the three wellbeing plans are provided below:

Insert

1.12 Welsh language

When undertaking our Population Assessment we were required to consider how care and support services will be provided through the medium of Welsh. This is an important consideration for our region as the proportion of Welsh speakers is considerably higher in Carmarthenshire and Ceredigion than in Wales as a whole. This is not the case in Pembrokeshire, although it is still vital that services are available in Welsh for people within the community for whom Welsh is the language of choice.

Figure 3

	Percentage of Welsh Speakers (over the age of 3)
Carmarthenshire	44%
Ceredigion	47%
Pembrokeshire	19%
West Wales	37%
Wales	19%

A range of initiatives are in place across the region to improve availability of care and support services through the medium of Welsh and that the requirements of the Welsh Language (Wales) Measure 2011 and the 'More than Just Words' Framework are fully met. To support further improvements in this area we have adopted the Welsh language as an additional cross-cutting theme. We will establish a regional Welsh Language Forum, in addition to those already in place in each local authority area, which will enable a collaborative approach, achieve consistency in terms of services available in Welsh, facilitate sharing of practice and generate cross-regional initiatives as appropriate. This new forum will report on a regular basis to the RPB.

1.13 Measuring outcomes

A key aspiration within the Act is that services across the statutory, independent and third sectors work in partnership to build on people’s strengths and abilities and enable them to maintain an appropriate level of independence and realise their personal goals. To support this, Welsh Government has developed a National Outcomes Framework for people who need care and support and for carers needing support. This Framework includes a series of national wellbeing outcomes which these groups should expect in order to lead fulfilled lives. These are set out in Figure 4 below.

Figure 4

What well-being means	National well-being outcomes
Securing rights and entitlements Also for adults: Control over day-to-day life	<p>N1 I know and understand what care, support and opportunities are available and use these to help me achieve my well-being.</p> <p>N2 I can access the right information, when I need it, in the way I want it and use this to manage and improve my well-being.</p> <p>N3 I am treated with dignity and respect and treat others the same.</p> <p>N4 My voice is heard and listened to.</p> <p>N5 My individual circumstances are considered.</p> <p>N6 I speak for myself and contribute to the decisions that affect my life, or have someone who can do it for me.</p>
Physical and mental health and emotional well-being Also for children: Physical, intellectual, emotional, social and behavioural development	<p>N7 I am healthy and active and do things to keep myself healthy.</p> <p>N8 I am happy and do the things that make me happy.</p> <p>N9 I get the right care and support, as early as possible.</p>
Protection from abuse and neglect	<p>N10 I am safe and protected from abuse and neglect.</p> <p>N11 I am supported to protect the people that matter to me from abuse and neglect.</p> <p>N12 I am informed about how to make my concerns known.</p>
Education, training and recreation	<p>N13 I can learn and develop to my full potential.</p> <p>N14 I do the things that matter to me.</p>
Domestic, family and personal relationships	<p>N15 I belong.</p> <p>N16 I contribute to and enjoy safe and healthy relationships.</p>
Contribution made to society	<p>N17 I engage and make a contribution to my community.</p> <p>N18 I feel valued in society.</p>
Social and economic well-being Also for adults: Participation in work	<p>N19 I contribute towards my social life and can be with the people that I choose.</p> <p>N20 I do not live in poverty.</p> <p>N21 I am supported to work.</p> <p>N22 I get the help I need to grow up and be independent.</p> <p>N23 I get care and support through the Welsh language if I want it.</p>
Suitability of living accommodation	<p>N24 I live in a home that best supports me to achieve my well-being.</p>

Outcomes are also being developed at a regional level, to measure the impact of services and build on the national framework. The framework will be supported by specific performance measures, to help us monitor progress. This work has begun in support of our ICF programme, which reflects the national framework and will enable robust scrutiny of delivery and we will be adopt the framework during 2018-19. The framework will be supported by a comprehensive data bank developed following the Population Assessment and through which we will look to standardise data sets in relation both to the population and services across the Region.

In Section 2 we link each objective to relevant National Outcomes and will update the Plan to include regional outcomes as these are finalised.

1.14 Resources

To ensure that we meet the objectives set out in the Plan, partner agencies will need to fundamentally change the way they do things and shift resources to support new service models. For example, we will expect to see spend on long term care reducing as further investment is made in preventative services (as set out in Figure 1). However, we also have dedicated funding through the Welsh Government's ICF, which is provided to support delivery of the RPB's responsibilities in relation to transformation and integration. In West Wales we receive around £7.5 million a year and expect this to continue at least until 2021. We will continue to use a small proportion of the ICF to fund regional programme management capacity in support of our priorities, whilst the remainder will support the ongoing implementation of new service models at both regional and local level. We will also look to use forthcoming additional Capital ICF funding to support large-scale, long-term investment in regional delivery of specialist services.

Significant funding is also available through the Welsh Government's Primary Care Fund which both supports Primary, Community and Preventative health initiatives as well as the 7 Localities in developing new ways of working to keep people at home, help them stay independent and develop greater resilience within integrated Primary Care Services. In West Wales this amounts to £3.406m of Primary Care Funding and a further £1.296 million of direct cluster funding. Using this funding creatively, and aligning the cluster programmes with initiatives funded through the ICF and other priorities within our Area Plan, will help optimise the resources available and deliver a cohesive and joined up approach to care and support.

Alongside resources from the ICF and local budgets we will also be making use of an allocation from the £1 million announced recently by the Minister for Children and Social Services to enable Local Health Boards to work with a range of partners in enhancing the lives of carers. The focus for this funding will be on:

- Supporting carers to have reasonable breaks from caring to lead fulfilled lives
- Identifying and recognising carers
- Providing information, advice and assistance to carers where and when they need it

In keeping with the requirements of Part 9 of the Act we will explore opportunities for pooling budgets across health and local authorities to support delivery of the integrated approaches outlined in this Plan and ensure available resources are used as efficiently and effectively as possible.

1.15 Governance

As required under Part 9 of the Act, the RPB will continue to promote integration across a range of service areas, ensure its constituent agencies provide sufficient resources to support the partnership arrangements and ensure that all partners work effectively together to improve outcomes for people. A key role will be scrutinising the delivery of our Plan and making sure that it aligns with other plans in place across the respective agencies.

The Act also enables RPBs to develop and coordinate formal and informal partnership arrangements to support delivery of its priorities. With this in mind, and in anticipation of forthcoming Local Government legislation, we are looking to establish a Joint Committee, supported by regional scrutiny arrangements, which will bring together senior representatives from the 3 local authorities and HDUHB with delegated authority to make key decisions regarding changes to services and pooling of resources. Aimed at streamlining decision-making and increasing transparency and accountability, the Committee will also oversee the operational delivery of formal partnership agreements. .

We will continue to work to formalise links between the WWCP, the three PSBs and other statutory forums such as the Mental Health Partnership Board and Dyfed Area Planning Board for Substance Misuse.

1.16 A co-productive approach

When undertaking our Population Assessment we undertook a comprehensive engagement exercise in which we worked with the three PSBs which were consulting on their wellbeing assessments at the same time. Our Assessment noted a number of key messages coming from the engagement, which included a survey distributed to households in the region and a series of follow-up consultation events. These messages included:

- A significant number of people identifying as having caring issues
- Around a third of respondents stating they had a health issues that affected their wellbeing
- Many people receiving care and support directly from their families
- Reported problems with care and support including care visits at unsuitable times and at infrequent intervals, long waiting list for local authority care, changes in benefits lessening people's ability to pay for care privately and unmet need for emotional support and practical help following slips and falls
- The need to ensure information and advice in relation to care and support is readily available and accurate
- The value of supporting people and communities to help themselves
- The importance of having access to preventative services including gym facilities
- The need to ensure availability of services in people's language of choice
- The need to put people at the heart of care and support and to improve access to services

These views and concerns have been reflected in the themes and objectives of the Area Plan. In producing the Plan we took further opportunities to engage with a range of people to ensure that our priorities reflect their views and opinions as far as possible. For example, we have discussed its contents with users, carers and representatives of the third and independent sectors on the RPB and engaged with a number working groups comprising a range of stakeholders to ensure that it reflects shared intentions and draws on existing effective practice.

However, genuine co-production requires a bolder approach and should not start and finish at planning stage. As a partnership we are committed to working with users, carers, families, advocates and citizens in general to make sure that people get the right care and support that meets their needs and aspirations. Appropriate means of ensuring this will be identified for each of our workstreams and the RPB will also look to scrutinise other relevant programmes across West Wales in terms of the extent to which they are co-produced.

In addition to user and carer representation on the RPB, we will establish new **regional arrangements** for **engaging with a cross-section of the public** in planning, delivering and reviewing care and support services. These will complement mechanisms already in place at regional and local levels. A new strategic **Innovations Forum** will also be established to help us engage meaningfully with service providers across the statutory, independent and third sectors in developing and delivering new approaches to care and support and achieving social value.

Such approaches will complement changes to practice through which, increasingly, individuals will participate meaningfully in creating their own care and support plans, which will require us to work innovatively with users, carers and providers. We will also continue to promote Direct Payments as a means of increasing user voice and control.

1.17 Equalities impact assessment

It is important that we assess the likely impact of our Plan on protected groups within the population. To assist with this we have undertaken a high-level Equalities Impact Assessment which is available via the following link [Insert](#). This will be supplemented by more detailed assessments in respect of the various supporting implementation plans.

Section 2: Summary of issues by population group

2.1 Carers

What the Population Assessment told us

- Around 1 in 8 people in West Wales, many of them young people, are providing unpaid care with a significant proportion providing between 20 to 50+ hours of unpaid care per week
- The provision of unpaid care is becoming increasingly common as the population ages, with an expectation that the demand for care provided by spouses and adult children will more than double over the next thirty years
- Based on a national calculation conducted by carers UK and Sheffield University in 2015, the cost of replacing unpaid care in West Wales can be estimated at £924m. This exceeds the NHS annual budget for the region

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Raising the profile and public understanding of carers and embedding good practices around identification, information, consultation and benefits advice	1.10
Developing appropriate access to a range of information, advice and assistance, including carers information services and training, which supports all the key stages in the caring journey	1.12
Ensuring that carers and their families are able to access services through their language of choice and that the offer through the medium of Welsh is available	1.12
Enhancing assessment and care planning processes to ensure carers are involved in decisions about the cared for person including discharge planning	2.8; E8
Developing consistent, integrated commissioning and procurement processes that are based on co-production principles, which involve user-led community-based groups and fora in the design and delivery of services	1.11
Increasing use of direct payments by developing community based supply chains that co-produce new models of service delivery such as carer co-operatives	1.11
Developing integrated Community Transport Schemes and other concessions on a regional footprint to provide a more consistent service that is aligned with Direct Payments, Voucher schemes and other community schemes	N/A For further discussion with PSBs
Addressing accommodation issues for those caring for older people or people with learning disabilities needing to move home from an inappropriate property, or needing support with adaptations, equipment, repairs and improvements, lettings policies, alarms and telecare technologies	1.10 & 1.12
Integrating carers impact assessment into planning processes for infrastructure programmes such as transport, housing, and technology developments and other relevant community programmes	1.12

How we will take this work forward

A regional Carers Development Group is in place with representatives from all partner agencies. Reporting to the RPB, this Group will oversee implementation of relevant objectives within the Delivery Plan.

2.2 Children and young people

What the Population Assessment told us

- Children and young people make up approximately 22.2% of the population in the West Wales region. The number of young people is expected to stay relatively stable over the next 15 years
- The region has a lower number of Looked After Children (LAC) than the national average
- Care and support needs span a wide range from universal, through early intervention, multiple needs and remedial intervention
- Partner agencies have adopted a broadly consistent continuum of care and support for children and families with a focus on prevention
- Areas for improvement include further development of preventative and early intervention services, building on established programmes such as Family Information Services, Families First and Team Around the Family; refocusing managed care and support to promote independence and wellbeing; improving multi-agency working and improved collaboration across the region to bring services to a consistent level and standard
- Collaborative action should also be considered to address strategic challenges such as reducing budgets, workforce development and the establishment of user-led preventative services

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Developing appropriate access to a range of information, advice and assistance that directs families with children and young people to relevant care and support within communities	1.3; 1.4; 1.14
Enhancing assessment and care planning processes to ensure that citizens have a genuine voice when agreeing outcomes and the support needed to achieve them	1.15; 2.1; E8
Ensuring that children, young people and their families are able to access services through their language of choice and that the 'active offer' through the Welsh medium is available	N/A For consideration by regional Welsh language forum
Developing community-based, user-led, co-produced services that support families with children and young people to become more resilient and develop a range of skills including life skills	1.14; 1.15; 1.17
Reconfiguring commissioning processes for high cost, low volume care and support packages for children with complex needs, to deliver consistent cost-effective services that ensure best outcomes for service users	3.5
Improving the support offered for family relationships, particularly for new parents or parents who are experiencing stress due to other factors such as imprisonment or disability	1.14
Enhancing accommodation and meeting accommodation support needs of young people leaving care or following custodial sentences	N/A For further discussion with PSBs
Improving integration between children's services, mental health and learning disability and access to mental health services at an early stage	1.18

	Relevant Objectives within the Delivery Plan
Reducing the number of placement moves for LAC and reducing reliance on residential care	1.17
Improving joint planning between CAMHS and learning disability services, to ensure equitable service provision for children with neuro-developmental conditions via the 'Together for Children' programme	1.16
Developing links between Integrated Family Support Services (IFSS) and other council services such as adult care and housing as well as community-based services, to help families back to independence and enable them to function effectively within their communities	2.9
Improving access to child sexual health services	Insert
Adopting consistent methodology such as Signs of Safety to underpin care and support across the region	1.16
Developing a consistent, outcomes-based performance framework for children and young people's services across the region	N/A Address through regional outcomes framework

How we will take this work forward

A regional Children's Service Group is being established with representatives from all partner agencies. Reporting to the RPB, this Group will oversee implementation of relevant objectives within the Delivery Plan, working where appropriate with other forums such as the Regional Adoption Committee and IFSS Lead Officer's Group.

2.3 Health and physical disability

What the Population Assessment told us

- Although life expectancy in West Wales is slightly above the national average, there are higher levels of people who are obese or overweight
- There are significant areas of deprivation in the Region, focused in parts of Llanelli, Cardigan and Pembroke Dock
- In spite of generally healthier lifestyles than Wales in general, there are challenges to be addressed including higher levels of alcohol consumption in Ceredigion
- A significant proportion of people in the 18-64 age group will not be accessing care and support directly to address specific needs. However, they will benefit from general public health information and programmes aimed at encouraging healthy lifestyles and reducing risks to their health brought about by factors such as smoking and obesity.
- A range of 'accelerating factors' have been identified within people's environments that might increase the likelihood of them developing an ongoing health condition, or aggravate the effects of existing conditions, and against which mitigating action should be taken. These include unemployment, low wages and poor housing conditions
- Neurological conditions are the most common cause of serious disability and have a major, but often unrecognised, impact on people's lives and care and support services
- The contribution of care and support services must be complemented by a range of collaborative approaches to improve people's social, economic, environmental and cultural wellbeing
- Public Health has an important role in providing the population with general information and advice on healthy life choices and support in areas such as diet and smoking cessation. This needs to start in the early years but should be sustained where possible across the range of age groups.

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Developing appropriate access to a range of information, advice and assistance including Dewis Cymru and Infoengine, and advocacy services relevant to health and social care needs at all key life stages	1.3; 1.4
Developing consistent, integrated regional services that are accessible and respond to population need	Whole Plan
Improving the early identification, treatment and management of preventable and chronic conditions including diabetes, heart disease and respiratory illness, to improve long term wellbeing and reduce complications	1.1
Ensuring effective interventions and pathways for prevention, treatment and management of obesity and childhood obesity are routinely available and systematically implemented	1.1
Improving early identification and treatment of risk factors associated with health inequality	1.1
Strengthening transition arrangements between children and young people's services and adult services	Insert

	Relevant Objectives within the Delivery Plan
Developing community-based, user-led, co-produced services that prevent isolation, promote independence and support people to become more resilient and manage their own conditions	1.2; 2.3; 3.1; E5
Increasing use of assistive technology, such as telecare to transform domiciliary care and supported living services	1.5
Improving flexibility to deliver step up and down provision to respond to changing needs	2.2
Establishing a regional Neuro Rehabilitation Group	Insert

How we will take this work forward

HUHB is committed to working with partners to improve health outcomes for those who live in, work in, or visit West Wales. A population health approach, which seeks to embed prevention and early intervention, underpins the Transforming Clinical Services programme. In the medium to longer term, a Public Health and Wellbeing Strategy will be developed, under the auspices of Health Board's Health Strategy Committee, developing cross-cutting plans and processes to ensure effective delivery of strategic aims in this area.

The Strategy will need to ensure 'fit' across the wider system, and effective partnership working across sectors and agencies providing care and support, will be crucial in maximising impact and improving the health of the West Wales population.

2.4 Learning Disability and Autism

What the Population Assessment told us

- There are an estimated 1,483 people over 18 with a moderate or severe learning disability in West Wales (2015 figures), representing just under 0.5% of the total adult population and comparable with other parts of Wales
- This number is expected to rise over the next two decades, but in proportion with overall population growth
- A more significant rise of 33% in people over 75 with a moderate or severe learning disability is predicted over the same period
- Data relating to the incidence of autism is not collected routinely; however between January 2013 and November 2015 there were 265 referrals to diagnostic services and the between April and November 2016 was 99. In Ceredigion and Pembrokeshire (where data is collected) there were 40 and 113 open cases at the time of the Population Assessment
- The way in which the needs of people with a Learning Disability are met has changed over the last twenty years. People who would historically have been placed in institutional care are increasingly being supported to live in their communities. Health and social care services along with the third sector collaborate to maximise the independence and potential of those who use our services.

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Improving the recognition, diagnosis and the treatment and management of people with neurodevelopmental disorders including ASD and ADHD	1.8; 2.7
Empowering people with a learning disability to decide who provides their support and what form that support takes	1.19; 1.20; 2.11
Strengthening pathways back to local communities through developing local education, volunteering and work opportunities in communities, making the necessary adjustments for people with a learning disability	1.19; 2.12
Increasing access and availability of appropriate, suitable local housing and accommodation to enable people with a learning disability to live as independently as possible, in a place of their choice	2.12
Developing consistent, integrated commissioning and procurement processes that are based on co-production principles, which involve user-led community-based groups and fora in the design and delivery of services	1.19; 2.11; 3.8; E5
'Right-sizing' existing packages of care to ensure they meet current needs, facilitate personal development, increase independence and deliver cost-effective services that ensure best outcomes for service users	2.12
Developing a consistent, outcomes-based performance framework for service delivery across the region, utilising data to support future planning and commissioning	3.8

How we will take this work forward

A regional Learning Disability Programme Group is in place with representatives from all partner agencies. Reporting to the RPB, this group will oversee delivery of the relevant Objectives within the Delivery Plan.

A regional Strategy Group is in place to oversee the implementation of the Integrated Autism Service (IAS) in West Wales.

2.5 Mental Health

What the Population Assessment told us

- According to the Mental Health Foundation in any year one in four of us experience a mental health problem, yet three quarters of people with mental health problems receive no treatment
- In West Wales 25% of people over 16 have a common mental health disorder (2013-14 figures). Incidence of a range of mental health disorders is expected to increase in the period to 2030. Around 75% of those with a mental health issue suffer from common disorders such as depression, anxiety disorder, panic disorder, obsessive-compulsive disorder and post-traumatic stress disorder
- The incidence of early onset dementia (prior to the age of 65) is slightly higher in West Wales than in the country as a whole, although the figure is expected to decrease over the next 20 years
- Significant number of people will require support with respect to our mental health throughout our lives whether this is low intensity support for difficulties such as low level anxiety /depression or longer term support
- Mental illness can develop from a number of factors including social traumas, illegal drug use and genetic predisposition. Mental health does not discriminate and can affect anyone often leading to debilitating conditions.
- Early intervention is crucial and this can take the form of providing information or referral to community or third sector services. Admissions to inpatient services may occur in extreme situations, where the individual cannot be treated in the community and presents a risk to themselves and/or others
- It has been estimated that the economic and social costs of mental health problems in Wales is estimated to be £7billion a year

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Improving prevention and early intervention services, alternatives to hospital admission and access to services, especially for those in crisis	1.21; 1.22; 2.14
Developing an outcome focused and 'risk-enablement' approach to service provision to support a flexible approach	1.21; 1.22; 2.14
Improving access to advice and support for service users and carers, including welfare rights and involvement in care and treatment	1.21
Developing 24 hour direct access to alternative provision for those in crisis where hospital admission is not the best option	2.14
Improving service user experience and conveyancing in relation to S136 of the Mental Health Act for those detained in police custody	N/A Take forward through Transforming Mental Health Implementation Plan
Developing co-produced services and community networks to support people in building confidence and skills using peer support and/or mentoring	1.21

	Relevant Objectives within the Delivery Plan
Developing a flexible and responsive workforce across health and social care to successfully deliver new models of mental health service	1.7; 3.2; E1
Addressing the lack of transport links within rural areas, which add to the difficulty of accessible service delivery and recruitment challenges	N/A For further discussion with PSBs

How we will take this work forward

A regional Mental Health Programme Board is in place which has responsibility for taking forward the Together for Mental Health Programme and has a strong link to the University Health Boards Transforming Clinical Services programme. Links between this Board and the RPB are being established.

2.6 Older People

What the Population Assessment told us

- The proportion of older people (aged over 65) is higher in West Wales than in Wales as a whole (21.3% compared with 18.6%)
- An increase of approximately 60% in the numbers of people over 65 in West Wales is predicted by 2035
- An even higher rate of increase in the number of people over 85 in West Wales – 122% - is predicted over the same period
- Disability-free life expectancy is rising more slowly than life expectancy, suggesting an increased need for care and support over time
- Significantly higher numbers of older people undergo emergency admission to hospital in West Wales than the population as a whole with a similar discrepancy in the number of people receiving inpatient care for chronic conditions
- Rates of dementia in older people are also set to rise, with particularly high projections in North Carmarthenshire and Pembrokeshire
- Rurality can be an accelerating factor in exacerbating the needs of older people, due to social isolation, higher levels of deprivation and poor access to services

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Developing appropriate access to a range of information, advice and assistance including Dewis and advocacy services relevant to health and social care needs at relevant stages for health and social care	1.3; 1.4
Improving anticipatory care across the health, social care and other sectors to avoid escalation of need	1.1; 2.2
Improving the management of and support for people affected by dementia	Insert
Reducing the reliance on residential and nursing care in favour of lower level, preventative and wellbeing services	1.1; 2.2; E5
Developing community-based, user-led, co-produced services that prevent isolation; promote community connectivity, well-being and resilience and support people to remain independent for longer in their own communities	1.2; E5
Enhancing assessment and care planning processes to ensure older people and their carers are involved in decisions about them, including discharge planning	2.1; E8
Ensuring that older people and their families are able to access services through their language of choice and that the offer through the medium of Welsh is available	N/A For consideration by regional Welsh language forum
Achieving a consistent, integrated approach to frailty across the region that aligns with regional frailty and dementia strategies and pathway	1.1; 1.2; 1.3; 1.4; 1.5; 1.8; 1.23; 2.1; 2.2; 2.3; 2.5; 2.7; 3.1; 3.12; E1; E2; E3; E5; E8

	Relevant Objectives within the Delivery Plan
Developing consistent, integrated commissioning and procurement processes based on co-production principles, which involve older people, user-led community-based groups and fora in the design and delivery of services, to achieve market sustainability	E5
Improving and standardising levels of telehealth and telecare across the region	1.5
Addressing the lack of transport links within very rural regions, which add to the difficulty of accessible service delivery and recruitment challenges	N/A For further discussion with PSBs
Growing an integrated approach to quality assurance and contract monitoring of care homes to identify and address emerging concerns and prevent placement breakdown	3.11

How we will take this work forward

Information to follow

2.7 Sensory impairment

What the Population Assessment told us

- Sensory impairment can be a significant life-limiting condition and its incidence increases with age
- In West Wales numbers of those over 75 with moderate or severe visual impairment and registerable eye conditions is set to rise significantly over the next two decades
- Numbers of people with a moderate or severe hearing impairment are set to increase by 32% and 42% respectively over the same period
- Early identification, prevention and improving access to mainstream services are vital in maintaining wellbeing for those with a sensory impairment

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Raising the profile and public understanding of sensory impairment and the NHS Low Vision Service and embedding good practices around identification, information, consultation and integration of other related services	1.24
Developing appropriate access to a range of information, advice and assistance that addresses the needs and barriers to accessing services, which can prevent those with sensory impairment accessing vital healthcare	1.3; 1.4; 1.24
Developing specific consistent support and services such as interpretation, translation, lip reading, talking therapies, rehabilitation and clinics for ophthalmology and glaucoma to ensure they are available and accessible across the region	Insert
Increasing use of direct payments to ensure people can exercise genuine choice and control over the care and support they receive	Insert
Developing community-based, user-led, co-produced services that prevent isolation; promote community connectivity, well-being and resilience and support people to remain independent for longer in their own communities	1.2; 1.24; E5
Addressing the lack of transport links within very rural regions, which add to the difficulty of accessible service delivery	N/A For further discussion with PSBs

How we will take this work forward

Information to follow

2.8 Substance misuse

What the Population Assessment told us

- The percentage of adults drinking over recommended guidelines and binge drinking is falling and is below the Welsh average. However over 22% of the population drink at harmful levels
- There are regional variations in relation to alcohol-related admissions to hospital with decreases in Ceredigion and Pembrokeshire between 2014-15 and 2015-16 but increases in Carmarthenshire over the same period
- The proportion of people successfully completing drug treatment in West Wales is above the Welsh average, at 79%
- Children in Need cases related to familial substance misuse are lower than the Welsh average, with Ceredigion and Pembrokeshire having the lowest proportions in Wales

More recent data that has become available since completion of the Population Assessment shows trends which are of concern and require appropriate remedial action:

- During 2016–17, the HDUHB area saw the largest increase in rates of alcohol related hospital admissions for an alcohol specific condition across Wales. Carmarthenshire had an admission rate of 375 individuals per 100,000 population, an increase in 25% since 2015-16 and an increase of 46% since 12-13. Ceredigion has seen an increase of 13% since 2015-16 and Pembrokeshire an increase of 3%
- Alcohol attributable hospital admissions in Carmarthenshire in 2016-17, have increased by 12% compared to 2015-16 and by 27% over the past 5 years. Ceredigion has increased by 8% in the past year and by 19% compared to admission rates five years ago. There has been no change in Pembrokeshire rates since 2015-16 but there has been an increase of 9% since 2012-13
- In 2016 /17 there were 1197 referrals for alcohol treatment (compared to 1137 in 2015-16) and 978 referrals for drug treatment

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Ensuring that children, young people and families are able to access services through their language of choice and that the offer through the medium of Welsh is available	N/A Refer to Area Planning Board (APB) Prevention Plan Link to follow
Establishing a more co-ordinated and coherent approach to drug and alcohol misuse education and awareness raising for young people across schools and for those who are not in education, employment and training (NEET)	N/A Refer to APB Prevention Plan Link to follow
Establishing clear and coherent treatment options for young people and their families with drug and alcohol problems to provide a more holistic approach to prevention and early intervention ensuring that there is a clear link to the Adverse Childhood Experiences (ACE) agenda	N/A Refer to APB Prevention Plan Link to follow
Developing clear pathways between services for service users with co-occurring substance misuse and mental health	N/A

	Relevant Objectives within the Delivery Plan
	Refer to APB Treatment and Harm Reduction Plan Link to follow
Targeting prevention, early intervention and treatment interventions to reduce harm to older people (50 plus) with alcohol problems	N/A Refer to APB Treatment and Harm Reduction Plan Link to follow
Development of housing options and reintegration opportunities within the community for recovering service users	N/A Refer to APB Treatment and Harm Reduction Plan and Drug-Related Death Action Plan Link to follow
Establishing, developing, implementing and managing a robust process for the review of both fatal and non-fatal overdoses including the rollout of the distribution of Naloxone across hospital sites	N/A Refer to APB Treatment and Harm Reduction Plan and Drug-Related Death Action Plan Link to follow
Developing consistent, integrated commissioning and procurement processes based on co-production principles, which involve service users, carers, young carers, parents or significant others, user-led community-based groups and fora in the design and delivery of services	N/A Refer to APB Treatment and Harm Reduction Plan Link to follow

How we will take this work forward

The Dyfed APB for Substance Misuse will take this work forward through a regional commissioning strategy, based on the following vision:

- People will be healthier and experience fewer risks as a result of alcohol and drug use
- Fewer adults and young people will use drugs or drink alcohol at levels that are damaging to themselves or others
- Individuals will be able to recover from problematic drug and alcohol use and improve their health, wellbeing and life chances
- Alcohol and drug prevention, treatment and support services will be accessible, high quality, evidence based, timely and continually improving
- The family members and children of people misusing alcohol and drugs will be safe, well supported and have improved life chances

Links are being established between the APB and the RPB to help facilitate a joined up approach in this area.

2.9 Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV)

What the Population Assessment told us

- 1.4 million women and 700,000 men aged 16-59 report experiencing incidents of domestic abuse in England and Wales.
- Younger women aged 16-24 are most at risk and a woman is killed every 2.4 days in the UK, with 148 UK women killed by men in 2014
- Extrapolating this data to Wales shows that 11% women and 5% men a year experience 'any domestic abuse', while rates of 'any sexual assault' in the last year were also higher for women (3.2%) than men (0.7%)
- Approximately 124,000 women, men, boys and girls over the age of 16 in Wales, have been the victim of a sexual offence
- There has been a 26% increase in the number of recorded sexual offences involving children under 16 in Wales in the past year. Figures have more than doubled in the last decade (Bentley et al, 2016). Last year the rate of recorded sexual offences against children under 16 in Wales was 3.3 per 1000 children
- In 2011 an estimated 137,000 girls and women were living with consequences of Female Genital Mutilation (FGM) in the UK and in 2011 an estimated 60,000 girls under the age of 15 were living in the UK who were born to mothers from FGM practising countries and therefore could be at risk of FGM. It is estimated there are 140 victims of FGM a year in Wales
- 80% of cases dealt with by the Forced Marriage Unit involved female victims; 20% involved male victims. It is estimated there are up to 100 victims of forced marriage a year in Wales
- Domestic Abuse alone costs Wales £303.5m annually. This includes £202.6m in service costs and £100.9m to lost economic output. If the emotional and human cost is factored in there are added costs of £522.9m.

Later work undertaken following publication of the Population Assessment and in preparation for the Regional VAWDASV Strategy indicates that:

- In the Dyfed Powys area (which includes West Wales):
 - 18,000 people aged between 16 - 59 had, on average, been victims of Domestic Abuse each year throughout 2013 – 2016
 - 6.8% of the local population are estimated to have experienced abuse in the last year 10.3% of the Female population 3.3% of the Male population (ONS Police Crime Survey 2016)
 - Between March 2013 and March 2015 there were 6 Domestic Homicides in Dyfed Powys
 - During July 2016 to June 2017 1373 cases were discussed at the Multi Agency Risk Assessment Conferences (MARACs). This amounts to 63 MARAC cases discussed per 10,000 adult female population, which is higher than the national average, and higher than the recommended 40
- In 2016/17 Dyfed Powys Police recorded:
 - 4635 incidents of domestic abuse
 - 69 sexual offences crimes including rape
 - 405 stalking / harassment crimes

Gaps and areas for improvement we identified

	Relevant Objectives within the Delivery Plan
Raising the profile and understanding of violence against women, domestic abuse and sexual violence, including among vulnerable groups such as Black and Ethnic Minorities, disabled people, the LGBT community, older people, refugees and migrants	N/A Refer to VAWDASV Strategy
Embedding good practices around identification, information, consultation and integration of other related services	2.18
Earlier identification of violence against women, domestic abuse and sexual violence	N/A Refer to VAWDASV Strategy
Enhancing education about healthy relationships and gender equality, ensuring a consistent regional approach	N/A Refer to VAWDASV Strategy
Ensuring professionals are trained to provide consistent effective, timely and appropriate responses to victims and survivors	1.26
Provide victims with equal access to appropriately resourced, consistent high quality, needs led, strength based, gender responsive services	N/A Refer to VAWDASV Strategy
Developing community-based, preventative initiatives that increase awareness, provide information and facilitate access to services	N/A Refer to VAWDASV Strategy
Increasing survivor engagement in the planning, delivery and monitoring of services	N/A Refer to VAWDASV Strategy
Developing and implementing an integrated pathway for all forms of violence against women, domestic abuse and sexual violence	N/A Refer to VAWDASV Strategy
Increased focus on perpetrators, holding them to account for their actions and providing opportunities, through intervention and support, to change their behaviour	N/A Refer to VAWDASV Strategy

How we will take this work forward

The enactment of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 requires the public sector in Wales to work together in a consistent and cohesive way to improve the outcomes for individuals and their families subjected to Violence against women, Domestic Abuse or Sexual Violence.

In 2018 Mid and West Wales will publish its first joint strategy to tackle Violence against Women, Domestic Abuse and Sexual Violence; outlining how the region will support victims and survivors, tackle perpetrators, ensure professionals have the tools and knowledge to act, increase awareness of the issues and help children and young people to understand inequality in relationships and that abusive behaviour is always wrong.

The strategy aims to provide a framework that will improve the planning, coordination and collaboration of responses and, furthermore, support the integration and transformation of service delivery; enabling a step change in action to achieve a sustainable reduction in violence and

abuse, improve outcomes for all individuals and families affected and prevent such abuse from happening in the first place.

The strategic direction for VAWDASV sits with the Mid and West Wales Safeguarding Executive. A Violence against Women, Domestic Abuse and Sexual Violence Strategic Group, accountable to the regional Safeguarding Executive has been established to provide a governance structure to develop, approve and monitor the regional arrangements for Violence against Women, Domestic Abuse and Sexual Violence.

The RPB will work closely with the Mid and West Wales Safeguarding Boards to agree formal reporting arrangements for VAWDASV enabling us to strengthen effective partnership working and identify opportunities to align work plans around early intervention and preventative services.

Section 3: Delivery plan

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Prevention Stage 1: Stay well and independent within the community

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
1.1 Develop a shared, Health and Wellbeing Strategy for the region which embeds prevention and reduces health inequalities through mainstream action across the whole system	Short term	IAA and prevention	All	OR3 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9, N13, N14, N17, N19, N22	Insert link/s
1.2 Establish regional preventions framework based on effective local practice and aimed at building community resilience	Short term	IAA and prevention	All	OR3 OR7	N1, N2, N4, N5, N6, N7, N8, N9, N13, N14, N17, N18, N19, N22	Insert link/s
1.3 Establish and implement regional standards for IAA services	Short term	IAA and prevention	All	OR3 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9	Insert link/s
1.4 Embed and promote Dewis and Infoengine as primary service portals, linked to the NHS 111 service and local Family Information Services	Short term	IAA and prevention	All	OR3 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9	Insert link/s
1.5 Establish and implement regional strategy for Technology Enabled Care (TEC)	Short term	IAA and prevention	All	OR3 OR7	N7, N8, N9, N14, N22, N24	Insert link/s
1.6 Enhance and standardise out of hours provision across the region	Medium term	IAA and prevention	All	OR1 OR7	N1, N2, N4, N8	Insert link/s
1.7 Deliver integrated training and development programme to	Medium term	IAA and prevention/	All	OR3 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
<p>Support practice around IAA and preventions</p> <p>1.8 Establish regional advocacy service for adults</p>	Short term	Workforce Development IAA and prevention	All adults	OR1 OR6 OR7 OR8	N1, N2, N3, N4, N5, N6, N10, N12	Insert link/s
<p>1.9 Ensure adults and children with autism, who do not have a learning disability or mental health problems, receive appropriate IAA and signposting to relevant support and services in the community through the development and implementation of a regional Integrated Autism Service,</p>	Short term	IAA and prevention	Autism	OR3 OR7	N1, N2, N3, N4, N9, N15, N17, N18, N19	Insert link/s
<p>1.10 Raise awareness of carers through Carer Aware/ Young Carer Aware e-learning programmes, training and workforce development and the Investors in Carers Scheme, to ensure needs are identified and appropriate support provided</p>	Medium term	Carers	Carers	OR3 OR4	N1, N2, N4, N5, N6, N9, N11, N12, N18	Insert link/s
<p>1.11 Ensure appropriate levels of respite and support services for carers, developed using a co-produced approach</p>	Medium term	Carers	Carers	OR1 OR3 OR4 OR6 OR7	N1, N2, N4, N5, N6, N9, N11, N12, N18	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
1.12 Ensure carers have access to appropriate IAA to support them in their role	Medium term	Carers	Carers	OR3 OR4 OR7	N1, N2, N4, N5, N6, N9, N11, N12, N18	Insert link/s
1.13 Support the wellbeing of carers and former carers through supporting them to build and maintain emotional resilience	Medium term	Carers	Carers	OR1 OR3 OR4 OR6 OR7	N1, N2, N4, N5, N6, N9, N11, N12, N18	Insert link/s
1.14 Develop community resilience and strengths-based early intervention and prevention initiatives to provide appropriate support for children and families, working with the third sector and focusing on the four wellbeing outcomes for children and young people	Medium term	IAA and prevention	Children and Young People/ Substance Misuse	OR1 OR3 OR7	N1, N2, N4, N5, N6, N7, N8, N9, N13, N14, N17, N18, N19, N22	Insert link/s Include VAWDASV
1.15 Implement 'The Right Help at the Right Time for Children, Young People and their Families' regional threshold framework which includes support to reduce Adverse Childhood Experiences (ACEs)	Short term	IAA and prevention	Children and Young People	OR3 OR5 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9, N10, N11, N12, N13, N14	Insert link/s
1.16 Implement the 'Signs of Safety' Practice Framework across the Region.	Short term		Children and Young People	OR1	N1, N10, N11, N12	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
1.17 Implement the Child Poverty Strategy for Wales within West Wales	Medium term	IAA and prevention	Children and Young People	OR3 OR7	N7, N8, N9, N16, N17, N18, N20	Insert link/s
1.18 Ensure preventative services meet the needs of children and young people with Mental Health problems through the Together for Children and Mental Health Strategy for child and adolescent mental health	Medium term	IAA and prevention/ Transforming Mental Health Services	Children and Young people	OR1 OR3 OR5 OR6 OR7	N1, N2, N4, N5, N6, N7, N8, N9, N13, N14, N17, N18, N19, N22	Insert link/s
1.19 Ensure community-based preventative support is optimised for people with a Learning Disability, drawing on regional Statement of Intent and Model of Care and Support	Medium term	IAA and prevention/ Transforming LD services	Learning Disabilities	OR3 OR7	N1, N3, N4, N5, N9	Insert link/s
1.20 Ensure IAA provision supports people with a Learning Disability in accessing appropriate care and support and enhances their access to generic services	Medium term	IAA and prevention/ Transforming LD Services	Learning Disabilities	OR3 OR7	N1, N2, N3, N4, N5, N9	Insert link/s
1.21 Ensure preventative services meet the needs of people with Mental Health problems through the Together for Mental Health Strategy within the Region	Medium term	Transforming Mental Health Services	Mental Health	OR1 OR3 OR5 OR6 OR7	N1, N2, N4, N5, N6, N7, N8, N9, N13, N14, N17, N18, N19, N22	Link/s to plans

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
1.22 Provide single regional contact number for people with Mental Health problems with links to specialised local information and to generic IAA provision in the region	Short term	IAA and prevention/ Transforming Mental Health Services	Mental Health	OR3 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9	Insert link/s
1.23 Ensure IAA and preventative services meet the needs of people with dementia through delivery of the Regional Dementia Strategy	Medium term	IAA and prevention	Older People	OR1 OR3 OR7	N1, N2, N4, N5, N6, N7, N8, N9, N10, N13, N14, N17, N18, N19, N22	Insert link/s
1.24 Ensure needs of people with sensory impairment are addressed through: <ul style="list-style-type: none"> • Piloting the Sensory Loss Friendly Award and rolling out across health and social care • Sharing learning from the HDUHB Communication Support Service and applying good practice across health and social care • Undertaking a regional review of services for people with a sensory impairment with a view to enhancing services 	Medium term	IAA and prevention	Sensory impairment	OR1 OR3 OR6	N1, N2, N3, N5, N7, N8, N9	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
1.25 Ensure preventative and IAA services meet the needs of people experiencing substance misuse issues	Medium term	IAA/ prevention	Substance misuse	OR1 OR3 OR6	N1, N2, N10, N11, N12	Insert link/s
1.26 Ensure preventative and IAA services meet the needs of people experiencing VAWDASV	Medium term	IAA/ prevention	VAWDASV	OR1 OR3 OR6	N1, N2, N10, N11, N12	Insert link/s

Prevention Stage 2: Maintain independence through provision of targeted support that prevents the need for people to be admitted to hospital or long-term residential care, or supports timely discharge

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National and Outcomes	Implementation Plan/s
2.1 Implement consistent, multi-disciplinary approach to assessment and care planning across the region, supported by WCCIS, to ensure a focus on individual outcomes and preserving independence	Medium term	IAA and prevention/ Service Integration and Pooled Funds/ WCCIS	All	OR6	N1, N2, N3, N4, N5, N6, N7, N8, N9, N10, N18, N22, N24	Insert link/s
2.2 Develop integrated community care model through locality-based community hubs, providing proactive low level care, step-up facilities and joined up management of chronic conditions, reducing admissions to hospital or long term care and supported by pooled fund arrangements	Medium term	IAA and prevention/ Service Integration and Pooled Funds	All	OR3 OR6 OR7 OR8	N1, N2, N3, N7, N9, N10, N12	Insert link/s
2.3 Ensure multi-agency community-based support and step-down facilities are available to facilitate timely discharge	Medium term	IAA and prevention	All	OR3 OR4 OR6 OR7	N1, N5, N6, N7, N8	Insert link/s
2.4 Deliver integrated training and development programme to	Medium term	Workforce Development	All	OR3 OR7 OR8	All	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National and Outcomes	Implementation Plan/s
Support improved practice in targeted care and services						
2.5 Review arrangements for Integrated Community Equipment Stores and implement regional model, including consideration of pooled fund arrangements	Short term	Service Integration and Pooled Funds	All	OR3 OR4 OR7 OR8	N7, N8, N9, N24	Insert link/s
2.6 Review service contracts and consider single regional contract with pooled fund arrangements for Integrated Community Equipment Stores	Short term	Integrated commissioning / Service Integration and Pooled Funds	All	OR1 OR6 OR7 OR8	N7, N9, N22, N24	Insert link/s
2.7 Implement Care and Support At Home Strategy in West Wales	Medium term	Integrated Commissioning / Service Integration and Pooled Funds/ Workforce	All adults	OR1 OR6 OR7 OR8	N3, N4, N5, N6, N7, N8, N9, N10, N24	Insert link/s
2.8 Ensure adults and children with autism and a learning disability or mental health problem receive appropriate, coordinated, targeted care and support through the development and	Short term	IAA and prevention	Autism	OR1 OR3 OR6 OR7	N1, N2, N3, N4, N5, N6, N7, N8, N9, N13, N14, N17, N18	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National and Outcomes	Implementation Plan/s
implementation of a regional Integrated Autism Service						
2.9 Ensure appropriate carer involvement in assessment process and that carers are offered their own assessment	Short term	IAA and prevention Carers	Carers	OR3 OR6	N1, N2, N4, N5, N6, N9, N11, N12, N18	Insert link/s
2.10 Deliver and consolidate regional arrangements for the Integrated Family Support Service (IFSS), working in partnership with other services to maximise opportunities for children and young people to remain or be rehabilitated to their families. Arrangements to include pooled funding as required by the SSWBWA	Short term	Service Integration and Pooled Funds	Children and Young People	OR1 OR3 OR7 OR8	N1, N3, N4, N5, N6, N7, N8, N9, N10, N11, N12, N18, N24	Insert link/s
2.11 Ensure targeted support meets the needs of children and young people with mental health problems through the Together for Mental Health Strategy	Medium term	Transforming Mental Health Services	Children and Young people	OR1 OR3 OR5 OR7 OR8	N1, N2, N3, N4, N5, N6, N7, N8, N13, N14, N22	Insert link/s
2.12 Ensure appropriate, integrated step-up models of care are available when needed for people with a Learning Disability, drawing on the	Medium term	Transforming LD services	Learning Disabilities	OR3 OR6 OR7	N5, N7, N8, N9	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National and Outcomes	Implementation Plan/s
2.1.1 Regional Model of Care and Support						
2.1.3 Reduce residential packages for people with learning disability in favour of supported living schemes and improve access to opportunities within the wider community	Medium term	Transforming LD services	Learning Disabilities	OR3 OR6 OR7	N5, N7, N8, N9	Insert link/s
2.1.4 Ensure targeted support meets the needs of people with mental health problems through the Together for Mental Health Strategy	Medium term	Transforming Mental Health Services	Mental Health	OR1 OR3 OR7 OR8	N1, N2, N3, N4, N5, N6, N7, N8, N13, N14, N22	Link/s to plans
2.1.5 Establish community Mental Health Services across the region, incorporating 24/7 Community Mental Health Centres and Central Assessment and Treatment Units	Medium term	Transforming Mental Health Services	Mental Health	OR1 OR3 OR7 OR8	N1, N2, N3, N4, N5, N6, N7, N8, N13, N14, N22	Insert link/s
2.1.6 Ensure targeted care and support services meet the needs of people with dementia through delivery of the Regional Dementia Strategy	Medium term	IAA and prevention/ Service Integration and Pooled Funds	Older People	OR1 OR3 OR7 OR8	N1, N2, N3, N7, N9, N10, N12	Insert link/s
2.1.7 Ensure assessment and care planning approach identifies and records users with	Medium term	IAA and prevention/ Service	Sensory Impairment	OR1 OR6	N1, N3, N4, N5, N6	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National and Outcomes	Implementation Plan/s
a sensory impairment and facilitates referrals to appropriate services		Integration and Pooled Funds/ WCCIS				
2.18 Ensure assessment and care planning approach identifies and records users experiencing VAWDASV and facilitates referral to appropriate services	Short term	IAA and prevention/ Service Integration and Pooled Funds/ WCCIS	VAWDASV	OR1 OR3	N1, N3, N4, N5, N6, N9, N10, N11, N12	Insert link/s

Prevention Stage 3: Provision of appropriate, outcomes-focused long-term care and support

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Link to National Outcomes	Implementation Plan/s
3.1 Ensure IAA arrangements support people to make informed choices about their long-term care	Short term	IAA and prevention	All	OR3 OR7		Insert link/s
3.2 Deliver integrated training and development programme to support improved practice in delivery of long term care	Medium term	Workforce Development	All	OR3 OR7 OR8		Insert link/s
3.3 Embed the Regional Adoption Service	Short term	Children's Services	Children and Young People	OR1 OR7 OR8		Insert link/s
3.4 Ensure long term care and support meets the needs of children with mental Health problems through the Together for Mental Health Strategy	Medium term	Children's Services/ Mental Health	Children and Young people	OR1 OR3 OR5 OR7 OR8		Insert link/s
3.5 Establish regional complex needs service, utilising regional resources where appropriate	Short term	Service integration and pooled funds	Children and Young people	OR1 OR3 OR5 OR7		Insert link/s
3.6 Adopt single regional Contract and service specification for older people's care homes, supported by relevant policies and consistent approach to quality assurance and escalating concerns	Short term	Service integration and pooled funds	Older People	OR1 OR7 OR8		Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Link to National Outcomes	Implementation Plan/s
3.7 Where people with a Learning Disability require ongoing care and support, ensure assessment is based around individual outcomes, they play a part in all decisions about their care and they are able to live their lives within their communities, maintaining social and family ties and other connections that are important to them	Short term	Transforming LD services	Learning Disabilities	OR3 OR6 OR7		Insert link/s
3.8 Develop regional contract and service specification for homes for people with a Learning Disability, supported by relevant policies and consistent approach to quality assurance and escalating concerns	Short term	Service integration and pooled funds/ Transforming LD Services	Learning Disabilities	OR1 OR7 OR8		Insert link/s
3.9 Establish regional pooled fund for care homes for people with a Learning Disability	Short term	Service integration and pooled funds/ Transforming LD Services	Learning Disabilities	OR8		
3.10 Ensure long term care and support meets the needs of people with Mental Health	Medium term	Mental Health	Mental Health	OR1 OR3 OR7 OR8	Insert link/s	Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Link to National Outcomes	Implementation Plan/s
Problems through the Together for Mental Health Strategy						
3.11 Establish regional pooled fund for older people's care homes, based on shadow arrangements in place from April 2018	Short term	Service integration and pooled funds	Older People	OR8		Insert link/s
3.12 Ensure long term care and support services meet the needs of people with dementia through delivery of the Regional Dementia Strategy	Medium term	Transforming Older People's Services	Older People	OR1 OR3 OR7 OR8		Insert link/s

Enablers

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
E1 Establish regional workforce strategy, with a view to: <ul style="list-style-type: none"> Improving recruitment and retention rates by working together to promote care and support as a positive career choice Developing integrated roles across health and social care Developing integrated workforce development programmes to support delivery of emerging service models, supported by pooled funding arrangements where appropriate Embedding the National VAWDASV Framework Reviewing existing workforce development capacity across the Region with a view to possible further integration Maintaining robust, shared data on workforce to inform future activity 	Medium term	Workforce Development	All	OR7 OR8		Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
E1 Establish regional strategic commissioning strategy, supported by evidence-based statements of intent and Market Position Statements for all population groups to support the further integration of commissioning across health and local authorities.	Short term	Integrated commissioning	All	OR3 OR4 OR5 OR6 OR7 OR8		Insert link/s
E3 Establish a regional 'Innovations Forum' bringing together commissioners and providers to support transformation of services and address key issues and challenges	Short term	Integrated commissioning	All	OR7 OR8		Insert link/s
E4 Establish consistent regional approach to fee setting across population groups	Short term	Integrated commissioning	All	OR8		
E5 Support the further development of social enterprise, cooperatives and user-led services, with the aim establishing new user-led organisations	Medium term	Integrated commissioning	All	OR3 OR6 OR7 OR8		Insert link/s
E7 Deliver integrated training and development programme to support improved commissioning practice	Short term	Integrated commissioning	All	OR7 OR8		Insert link/s

Objective	Timeframe	Strategic priority	Population Groups	Links to Overarching Recs/ Areas for Improvement	Links to National Outcomes	Implementation Plan/s
E8 Implement the Welsh Community Care Information System across the region, drawing on experience in Ceredigion and consolidating local pilots run jointly with health	Medium term	Implementing WCCIS	All	OR6 OR8		Insert link/s

Monitoring delivery

The RPB will receive regular updates on the delivery of the Plan and, where appropriate, supporting implementation plans. The RPB's Annual Reports will also update on progress with implementation. Regional outcomes and performance measures will be used as a basis for tracking progress. Opportunities will be taken to refresh the Plan, for example where national policy developments require a new approach and where initial activities have been completed and need to proceed onto the next stage. Regular updates will also be available on the WWCP's website at www.wwcp.org.uk

Y BWRDD GWEITHREDOL**26 Mawrth 2018****PRISIAU PRYDAU YSGOL 2018/19**

Y Pwrpas: cytuno ar y tâl a godir ar gyfer prydau ysgol ym mlwyddyn ariannol 2018/19.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:
Cadw'r pris presennol am brydau ysgol, sef £2.50, ym mlwyddyn ariannol 2018/19.

Rhesymau:

- Rhoi sylw i'r pryderon a godwyd gan yr Aelod o'r Bwrdd Gweithredol dros Addysg a Gwasanaethau Plant
- Rhoi sylw i'r broblem o ran gostyngiad yn y nifer sy'n derbyn prydau ysgol yn sgil cynyddu'r pris am 4 blynedd yn olynol sy'n golygu bod prisiau prydau ysgol Sir Gaerfyrddin ymhlith y rhai mwyaf costus yng Nghymru.

Angen ymgynghori â'r Pwyllgor Craffu perthnasol NAC OES

Angen i'r Bwrdd Gweithredol wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Y
Cynghorydd Glynog Davies

Y Gyfarwyddiaeth

Addysg a Phlant

Rhifau ffôn: 01267 246450 / 246426

Enw Pennaeth y Gwasanaeth:
Gareth Morgans

Cyfarwyddwr Addysg a
Gwasanaethau Plant

Cyfeiriadau E-bost:

Awdur yr Adroddiad: David
Astins

Rheolwr Datblygu Strategol

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**EXECUTIVE SUMMARY
EXECUTIVE BOARD
26TH MARCH 2018**

SCHOOL MEAL PRICES 2018/19

At its meeting on 21st February 2018, the County Council approved the budget for 2018/19, which included an above-inflationary increase of 10p in the price of a school meal from April 2018, rising from £2.50 to £2.60.

At the County Council meeting on 7th March 2018, a question was asked of Executive Board Member for Resources, Cllr David Jenkins, about the increase.

The response was that, at the request of the Leader of the Council and the Executive Board Member for Education & Children, officers were looking at ways of absorbing the funding shortfall which would be caused by retaining the price of meals at £2.50 for 2018-19.

This funding shortfall has now been identified, so the recommendation is to retain the price of school meals at £2.50 for the financial year 2018-19.

DETAILED REPORT ATTACHED?	No
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: David Astins, Strategic Development Manager

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

Finance

Retaining the price of school meals puts a funding pressure on the Department of approximately £190k. This will be met from within Departmental budgets as follows:

£50k from a reduction in the responsive maintenance budget within the Catering Service

£50k from allocated funding for budget 'growth' areas

£90k from a number of smaller savings including a reduction in senior management & back office costs

CONSULTATIONS

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

Signed: David Astins, Strategic Development Manager

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

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

List of Background Papers used in the preparation of this report: THERE ARE NONE