

Pecyn Dogfennau



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

DYDD LLUN, 24 EBRILL 2017

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** AM
10.00 AM, DYDD MAWRTH, 2AIL MAI, 2017 ER MWYN CYFLAWNI'R
MATERION A AMLINELLIR AR YR AGENDA SYDD YNGHLWM

Mark James DYB

PRIF WEITHREDWR



AILGYLCHWCH OS GWELWCH YN DDA

Swyddog Democrataidd:	Kevin Thomas
Ffôn (Ilinell uniongyrchol):	01267 224027
E-bost:	kjthomas@sirgar.gov.uk
Cyf:	AD016-001



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

Y BWRDD GWEITHREDOL

AELODAETH: 10 AELOD

Y Cyngorydd	Portffolio:
Y Cyngorydd Emlyn Dole	Yr Arweinydd (Plaid Cymru) Arweinyddiaeth a Strategaeth Gorfforaethol; Cadeirydd y Bwrdd Gweithredol; Cynrychioli'r Cyngor - Cymdeithas Llywodraeth Leol Cymru; Eiriolwr Gwleidyddol y Cyngor; Penodi'r Aelodau o'r Bwrdd Gweithredol; Penderfynu ar Bortffolios yr Aelodau o'r Bwrdd Gweithredol; Cyswllt â'r Prif Weithredwr
Y Cyngorydd David Jenkins	Dirprwy Arweinydd - Adnoddau (Plaid Cymru) Cyllid a'r Gyllideb; TGCh; Rheoli Eiddo / Asedau; Caffael; Budd-daliadau Tai; Refeniw; Hyrwyddwr y Lluoedd Arfog a Chadeirio'r Bwrdd Gweithredol yn absenoldeb yr Arweinydd.
Y Cyngorydd Pam Palmer	Dirprwy Arweinydd (Annibynnol) Rheolwr Busnes y Cyngor; Hyrwyddwr Cymunedol; Ffocws Cwsmeriaid a Pholisi; Cyswllt â'r Heddlu; Diogelwch Cymunedol; Cynllunio Cymunedol Cyfiawnder Cymdeithasol/Trosedd ac Anhrefn; Hyrwyddwr Gwrth-dlodi; Cynaliadwyedd; Bioamrywiaeth; Llysgennad Ieuenctid; Materion Gwledig a Chadeirio'r Bwrdd Gweithredol yn absenoldeb yr Arweinydd.
Y Cyngorydd Hazel Evans	Gwasanaethau Technegol (Plaid Cymru) Sbwriel; Glanhau Strydoedd; Gwasanaethau Cludiant; Cynnal a Chadw Tiroedd; Gwasanaethau Adeiladau; Gwasanaethau Arlwygo; Gwasanaethau Gofalwyr Adeiladau; Glanhau Adeiladau; Cynlluniau Argyfwng; Llifogydd.
Y Cyngorydd Meryl Gravell	Adfywio a Hamdden (Annibynnol) Datblygu Economaidd; Canolfan Ewropeaidd Gorllewin Cymru; Datblygu Cymunedol; Chwaraeon; Canolfannau Hamdden; Amgueddfeydd; Llyfrgelloedd; Parc Gwledig
Y Cyngorydd Gareth Jones	Addysg a Phlant (Plaid Cymru) Ysgolion; Gwasanaethau Plant; Anghenion Addysgol Arbennig; Diogelu; Cartrefi Seibiant; Gwasanaeth Gwella Ysgolion Integredig Rhanbarthol; Addysg i Oedolion a Dysgu Cymunedol; Gwasanaethau Ieuenctid; yr Aelod Arweiniol dros Blant a Phobl Ifanc; Llysgennad yr Eisteddfod
Y Cyngorydd Linda Evans	Tai (Plaid Cymru) Tai (Cyhoeddus a Phreifat); Cydraddoldeb; Materion Pobol Hŷn
Y Cyngorydd Jim Jones	Diogelu'r Cyhoedd a'r Amgylchedd (Annibynnol) Gorfodi Materion Amgylcheddol; Sbwriel; Gwastraff Di-drwydded; Baw Cŵn; Gwasanaethau Parcio; Safonau Masnach; Iechyd yr Amgylchedd.
Y Cyngorydd Mair Stephens	Adnoddau Dynol, Effeithlonrwydd a Chydweithio (Annibynnol) Adnoddau Dynol; Hyfforddiant; Compact Simpson; Cyllidebu ar Sail Blaenoriaeth; Y Tîm Effeithlonrwydd Corfforaethol; Hyrwyddwr yr Iaith Gymraeg; Llysgennad Cyngorau Tref a Chymuned.
Y Cyngorydd Jane Tremlett	Gofal Cymdeithasol ac Iechyd (Annibynnol) Gwasanaethau Cymdeithasol i Oedolion; Gofal Preswyl; Gofal Cartref; Anableddau Dysgu; Iechyd Meddwl; Cysylltu/ Cydweithredu/Integreiddio â'r GIG; Hyrwyddwr Gofalwyr; Llysgennad Anabledd; Hyrwyddwr Gofal Dementia; Hyrwyddwr 50+ a Chynrychiolydd Grwp Llywio

AGENDA

1. YMDDIHEURIADAU AM ABSENOLDEB
2. DATGAN BUDDIANNAU PERSONOL.
3. LLOFNODI FEL COFNOD CYWIR COFNODION CYFARFOD Y BWRDD GWEITHREDOL A GYNHALWYD AR Y
 - 3.1 27AIN MAWRTH 2017 5 - 12
 - 3.2 10FED EBRILL 2017 13 - 16
4. CWESTIYNAU Â RHYBYDD GAN AELODAU
5. CWESTIYNAU A RHYBYDD GAN Y CYHOEDD
6. ADRODDIAD MONITRO CYLLIDEB REFENIW Y CYNGOR 17 - 42
7. DIWEDDARU RHAGLEN GYFALAF 2016-17 43 - 52
8. FERSIWN DIWYGIEDIG O'R POLISI GWEITHIO YSTWYTH 53 - 72
9. STRATEGAETH TRAWSNEWID DIGIDOL 2017 - 2020 73 - 94
10. RHYBYDDION O GYNNIG A GYFEIRIWDYD GAN Y CYNGOR AR Y 22AIN CHWEFROR 2017:-

10.1 RHYBUDD O GYNNIG A GYFLWYNWYD GAN Y CYNGHORYDD PETER HUGHES GRIFFITHS

“Mae gwir angen rhoi sylw arbennig ac uniongyrchol i'n hardaloedd gwledig yn Sir Gaerfyrddin. Felly, bod y Cyngor hwn yn sefydlu GWEITHGOR CEFN GWLAD a fyddai'n cynnwys cynrychiolwyr o'r tri Grŵp sydd ar y Cyngor. Byddai'r gweithgor (o ddilyn patrwm y Gweithgor Iaith) yn medru ymchwilio i sefyllfa ein hardaloedd gwledig yn Sir Gaerfyrddin trwy gasglu gwybodaeth, ymchwilio a derbyn tystiolaeth, cyn cyflwyno maes o law strategaethau, polisiau a chynlluniau gweithredu ger bron y Cyngor llawn.”

10.2 RHYBUDD O GYNNIG A GYFLWYNWYD GAN Y CYNGHORYDD ALUN LENNY

“Mae'r Cyngor hwn yn cydnabod yr emynydd William Williams, Pantycelyn, Sir Gaerfyrddin, fel un o'r Cymry mwyaf a fu erioed ac yn ymrwymo i gynnal achlysur arbennig i ddathlu trichanmlwyddiant ei eni er mwn cydnabod ei gyfraniad anferth i emynyddiaeth ar raddfa ryngwladol a'i effaith ar fywyd ein cenedl, yn ogystal ag hyrwyddo gwybodaeth am ei fywyd a'i

waith mewn pob cyhoeddusrwydd addas a phosibl gan y cyngor yn ystaf weddill y flwyddyn."

- | | |
|--|-----------|
| 11. HARBWR PORTH TYWYN - PRYDLES RNLI | 95 - 102 |
| 12. UNRHYW FATER ARALL Y GALL Y CADEIRYDD OHERWYDD AMGYLCHIADAU ARBENNIG BENDERFYNU EI YSTYRIED YN FATER BRYN YN UNOL AG ADRAN 100B(4)(B) O DDEDDF LLYWODRAETH LEOL, 1972. | |
| 13. GORCHYMYN I'R CYHOEDD ADAEL Y CYFARFOD
NI DDYLID CYHOEDDI'R ADRODDIADAU SY'N YMWNEUD Â'R MATERION CANLYNOL GAN EU BOD YN CYNWYS GWYBODAETH EITHRIEDIG FEL Y'I DIFFINIWYD YM MHARAGRAFF 14 O RAN 4 O ATODLEN 12A I DDEDDF LLYWODRAETH LEOL 1972 FEL Y'I DIWYGIWYD GAN ORCHYMYN LLYWODRAETH LEOL (MYNEDIAD AT WYBODAETH) (AMRYWIO) (CYMRU) 2007. OS BYDD Y BWRDD, AR ÔL CYNNAL PRAWF LLES Y CYHOEDD YN PENDERFYNU YN UNOL Â'R DDEDDF, I YSTYRIED Y MATERION HYN YN BREIFAT, GORCHMYNNIR I'R CYHOEDD ADAEL Y CYFARFOD YN YSTOD TRAFODAETH O'R FATH. | |
| 14. Y DATBLYGIADAU O RAN HARBWR PORTH TYWYN | 103 - 154 |
| 15. CYD-FENTER CROSS HANDS - CYTUNDEB ATODOL ARFAETHEDIG | 155 - 164 |
| 16. GORLLEWIN CAERFYRDDIN | 165 - 172 |

Y BWRDD GWEITHREDOL**27^{AIN} MAWRTH 2017****YN BRESENNOL:** Y Cyngorydd E. Dole [Cadeirydd]**Y Cynghorwyr:-**L.D. Evans, H.A.L. Evans, D.M. Jenkins, G.O. Jones, T.J. Jones, P.A. Palmer,
L.M. Stephens and J. Tremlett**Yn bresennol fel sylwedyddion:-**

Y Cyngorydd T. Evans

Roedd y Swyddogion canlynol yn bresennol yn y cyfarfod:-J. Morgan, Cyfarwyddwr y Gwasanaethau Cymunedol
C. Moore, Cyfarwyddwr y Gwasanaethau Corfforaethol
G. Morgans – Cyfarwyddwr Addysg a Gwasanaethau Plant Dros Dro
R. Mullen, Cyfarwyddwr yr Amgylchedd
P.R. Thomas, Prif Weithredwr Cynorthwyol (Rheoli Pobl a Pherfformiad)
W. Walters, Y Prif Weithredwr Cynorthwyol (Adfywio a Pholisi)
L. R Jones - Pennaeth Gweinyddiaeth a'r Gyfraith
R. Carmichael, Rheolwr Cadwraeth Cefn Gwlad
D Hockenfull, Rheolwr Marchnata a'r Cyfryngau
J. Jones Rheolwr Eiddo a Phrosiectau Mawr
J Owen, Swyddog Gwasanaethau Democraataidd**Y Siambr, Neuadd y Sir, 10.00yb-10.50yb****1. YMDDIHEURIADAU AM ABSENOLDEB**

Derbyniwyd ymddiheuriadau am absenoldeb gan y Cyngorydd M. Gravell.

2. DATGAN BUDDIANNAU PERSONOL.

Y Cyngorydd	Rhif y Cofnod	Y Math o Fuddiant
H.A.L. Evans	9 – Cynllun Darparu Tai Fforddiadwy – Our Performance	Ei chwaer yw Prif Weithredwr Cymdeithas Tai Bro Myrddin
G.O. Jones	15 – Penodi Llywodraethwr yr Awdurdod Lleol	Cadeirydd Llywodraethwyr Ysgol Gyfun Bro Myrddin

3. LLOFNODI YN GOFNODION CYWIR COFNODION Y CYFARFODYDD A GYNHALWYD AR Y DYDDIADAU CANLYNOL:-**3.1. 23^{AIN} IONAWR, 2017****PENDERFYNWYD YN UNFRYDOL** lofnodi bod cofnodion cyfarfod y Bwrdd Gweithredol a gynhaliwyd ar 23^{ain} Ionawr, 2017 yn gofnod cywir.

3.2. 13^{EG} MAWRTH, 2017

Nododd y Cadeirydd y dylid newid teitl eitem 3.2 ar yr agenda Saesneg i 13^{eg} Mawrth 2017, yn hytrach na 13^{eg} Chwefror 2017.

PENDERFYNWYD YN UNFRYDOL Iofnodi bod cofnodion cyfarfod y Bwrdd Gweithredol a gynhaliwyd ar 13^{eg} Mawrth, 2017 yn gofnod cywir.

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 MONITRO CYLLIDEB REFENIW Y CYNGOR

Bu'r Bwrdd Gweithredol yn ystyried yr adroddiad monitro ynghylch y gyllideb refeniw ar gyfer y cyfnod o 1^{af} Ebrill, 2016 hyd at 31^{ain} Rhagfyr, 2016 a roddai'r wybodaeth ddiweddaraf am y sefyllfa gyllidebol fel yr oedd ar 31^{ain} Rhagfyr, 2016 mewn perthynas â 2016/17.

Roedd y sefyllfa gyffredinol a ragwelwyd ar ddiwedd y flwyddyn yn nodi gorwariant posibl o £833k gydag amrywiant yr adrannau wedi'u gyllidebu tua £2.3m.

Nodwyd bod y pwysau mwyaf sylweddol yn yr Adran Addysg a Gwasanaethau Plant, ac er bod pwysau ar gyllidebau adrannau eraill roedd y rheiny, yn gyffredinol yn cael eu gwrthbwysu gan danwariant penawdau cyllidebol eraill.

Gwnaed ymholiad ynghylch dileu ôl-ddyledion. Gofynnwyd a oedd camau yn cael eu rhoi ar waith yn gynnar iawn er mwyn ceisio atal y ddyled rhag gwaethygu. Dywedodd yr Aelod o'r Bwrdd Gweithredol dros Dai fod y Tîm Gorfodi wedi gweithio'n agos gyda'r tenantiaid er mwyn lleihau dyled. Yn ogystal, roedd y ddyled a oedd heb ei thalu wedi cyrraedd ei man mwyaf isel. Roedd yr ymgyrchoedd a'r sloganau parhaus megis "Mae Rhent yn Bwysig" hefyd wedi helpu i leihau'r ddyled.

PENDERFYNWYD YN UNFRYDOL;

6.1 derbyn yr Adroddiad Monitro ynghylch y Gyllideb,

6.2 bod y Prif Swyddogion a'r Penaethiaid Gwasanaeth yn adolygu eu sefyllfaoedd cyllidebol yn feirniadol ac yn cymryd camau priodol er mwyn cadw'r gwariant yn unol â'r gyllideb a ddyrannwyd.

7. DIWEDDARU RHAGLEN GYFALAF 2016-17

Bu'r Bwrdd Gweithredol yn ystyried adroddiad oedd yn rhoi'r wybodaeth ddiweddaraf am wariant y Rhaglen Gyfalaf yn erbyn cyllideb 2016/17, fel yr oedd ar 31^{ain} Rhagfyr, 2016. Roedd yr adroddiad yn cynnwys manylion am y prif amrywiannau a throsglwyddiadau i'w cymeradwyo.

Roedd yr adroddiad yn nodi ar sail y gwariant net a ragwelwyd sef £68m ar brosiectau cyfalaf, roedd amrywiad o £21m. Nododd yr Aelodau'r anawsterau o osod prosiectau cyfalaf yn y blynyddoedd ariannol, yn aml oherwydd ffactorau allanol sy'n gallu dylanwadu ar amser dechrau'r prosiect a'r amserlen adeiladu. Felly, roedd yr amrywiad yn bennaf oherwydd llithriad y prosiectau rhwng y blynyddoedd ariannol yn hytrach nag unrhyw newidiadau yn y gost.

PENDERFYNWYD YN UNFRYDOL bod yr adroddiad diweddarau ynghylch y rhaglen gyfalaf yn cael ei dderbyn a bod y trosglwyddiadau a amlinellir yn yr adroddiad yn cael eu cymeradwyo.

8. POLISI INCWM A CHODI TÂL

Bu'r Bwrdd Gweithredol yn ystyried y Polisi Incwm a Chodi Tâl Corfforaethol Drafft ar gyfer y Cyngor a fyddai'n cael ei ddefnyddio i danategu datblygu dull mwy strategol a masnachol at brosesau creu incwm ac adennill dyledion y Cyngor.

Nododd yr Aelodau, fel rhan o raglen waith TIC, bod Grŵp Llywio Incwm a Chodi Tâl wedi cael ei sefydlu, gyda'r nod o archwilio'r potensial o gynyddu incwm o ffioedd a thaliadau ac adolygu cadernid y prosesau presennol ar gyfer casglu incwm ac adennill dyledion. Yn o ganfyddiadau cychwynnol y grŵp oedd bod angen mabwysiadu dull mwy strategol tuag at ei weithgareddau casglu incwm a chodi tâl, a fyddai'n cael ei gefnogi drwy gyfrwng Polisi Incwm a Chodi Tâl Corfforaethol.

Roedd y Polisi yn darparu cyfres o egwyddorion allweddol a fyddai'n cael eu defnyddio i danategu dull yr Awdurdod o ran incwm a chodi tâl a datblygu ymhellach dull mwy masnachol tuag at y gweithgareddau hyn. Mae'r polisi newydd yn gosod y disgwyliadau o ran cadernid y prosesau casglu incwm ac adennill dyled.

Roedd ymgynghoriad helaeth ag adrannau mewnol wedi cynorthwyo i ddatblygu'r polisi a'r egwyddorion. Yn ogystal, cafodd y Polisi newydd ei ddrafftio mewn ymateb i astudiaeth ddiweddar gan Swyddfa Archwilio Cymru ar Lywodraeth Leol: 'Trefniadau Awdurdodau Lleol i godi tâl am wasanaethau a chynhyrchu incwm' a oedd wedi nodi'r angen i bob Awdurdod Lleol lunio Polisi Incwm a Chodi Tâl.

PENDERFYNWYD ARGYMELL I'R CYNGOR bod y Polisi Incwm a Chodi Tâl Corfforaethol yn cael ei gymeradwyo.

9. CYNLLUN DARPARU TAI FFORDDIADWY – EIN PERFFORMIAD

[SYLWER: Gan fod y Cynghorydd H.A.L. Evans wedi datgan buddiant yn yr eitem hon nid oedd wedi cymryd rhan yn y drafodaeth].

Bu'r Bwrdd yn ystyried adroddiad ar y Cynllun Darparu Tai Fforddiadwy a oedd yn cynnwys gwybodaeth am berfformiad ar gyfer 2016/17. Roedd y Cynllun Darparu Tai Fforddiadwy wedi gosod targed clir o ddarparu 1,000 o dai ychwanegol dros y pum mlynedd nesaf.

Nododd y Bwrdd fod y targed a osodwyd i ddarparu 129 o dai fforddiadwy erbyn diwedd chwarter 3 wedi'i ragori gyda bron i 30 o dai. Nodwyd hefyd bod y perfformiad hyd yn hyn eleni yn dangos bod yr Awdurdod ar y trywydd cywir i ragori ar y targed i ddarparu 160 o dai erbyn diwedd 2016/17.

Nodwyd y perfformiad rhagorol a oedd eisoes wedi'i gyflawni yn ystod y flwyddyn gyntaf o ddarparu tai yn 2016/17.

PENDERFYNWYD YN UNFRYDOL bod y Cynllun Darparu Tai Fforddiadwy yn cael ei dderbyn

10. BLAEN-GYNLLUN DEDDF YR AMGYLCHEDD

Bu'r Bwrdd Gweithredol yn ystyried adroddiad ar Flaen-gynllun y Cyngor o ran Deddf yr Amgylchedd. Roedd yr adroddiad yn nodi bod rheidrwydd ar holl gyrff cyhoeddus, o dan Ddeddf yr Amgylchedd (Cymru) 2016, i 'geisio cynnal a chyfoethogi bioamrywiaeth lle bo hynny'n rhan briodol o'u swyddogaethau, ac wrth wneud hynny, hyrwyddo cydnerthedd ecosystemau'. Roedd y ddyletswydd newydd wedi cael ei henwi yn Ddyletswydd Bioamrywiaeth a Chydnerthedd Ecosystemau, a oedd yn cryfhau a disodli'r Ddyletswydd Bioamrywiaeth ar gyrff cyhoeddus o dan Ddeddf yr Amgylchedd Naturiol a Chymunedau Gwledig 2016.

Nodwyd bod y Ddeddf, yn ei gwneud yn ofynnol i holl awdurdodau cyhoeddus ddarparu Blaen-gynllun Deddf yr Amgylchedd, a fyddai'n cynnwys manylion am sut y maent yn bwriadu cydymffurfio â'r ddyletswydd newydd i Lywodraeth Cymru erbyn 31 Mawrth 2017, fel y nodir yn y ddeddfwriaeth. Yn ogystal, yn 2019, byddai'n ofynnol i Awdurdodau adrodd ar sut yr oeddent wedi bodloni'r Ddyletswydd Bioamrywiaeth a Chydnerthedd Ecosystemau a fyddai'n gwneud awdurdodau cyhoeddus yn fwy cyfrifol am ddangos sut yr oedd eu camau gweithredu wedi cyfrannu at wella bioamrywiaeth ac ecosystemau.

Mynegwyd gwerthfawrogiad i'r swyddogion hynny a fu'n rhan o ddatblygu'r cynllun.

PENDERFYNWYD YN UNFRYDOL;

10.1 cymeradwyo Blaen-gynllun Deddf yr Amgylchedd Cyngor Sir Caerfyrddin,

10.2 i adrodd ar gyflawni'r cynllun i Lywodraeth Cymru yn 2019.

11. **CYRHAEDDIAD A CHYRHAEDDIAD ADDYSG AWDURDOD LLEOL SIR GAERFYRDDIN 2015-2016**

Rhoddodd y Bwrdd Gweithredol ystyriaeth i adroddiad ar gyrrhaeddiad a chyflawniad addysg Awdurdod Lleol Sir Gaerfyrddin 2015-16. Roedd yr adroddiad cynhwysfawr yn cynnwys y materion allweddol at sylw'r aelodau a oedd yn deillio o'r dadansoddiad o'r data meintiol ac ansoddol mewn perthynas â pherfformiad yr ysgolion yn ystod blwyddyn academaidd 2015/16.

Nododd yr aelodau yr Adroddiad ar Berfformiad a Chyflawniad Ysgolion ar gyfer Blwyddyn Academaidd 2015-16 a oedd wedi'i rannu i 3 adran ac yn cynnwys:-

- Safonau 2015/16 - roedd yr adran hon yn cynnwys crynodeb o asesiadau athrawon a chanlyniadau arholiadau disgyblion yn y Cyfnod Sylfaen, Cyfnodau Allweddol 2,3,4 a 5.
- Deilliannau Arolygiadau Ysgolion, roedd yr adran hon yn cynnwys crynodeb o berfformiad yr ysgolion a gafodd arolygiad gan Estyn yn ystod blwyddyn academaidd 2015/16.
- Datblygu Gwerthoedd a Sgiliau ar gyfer Dysgu Gydol Oes, roedd yr adran hon yn cynnwys gwybodaeth am ystod eang a chyffrous o gyflawniadau disgyblion.

Yn ogystal, bu'r aelodau'n ystyried yr adroddiad yn yr atodiad a oedd yn canolbwyntio ar TGAU Sir Gaerfyrddin a pherfformiad canlyniadau Safon Uwch eraill a ddarparwyd wrth gymharu ag Awdurdodau Lleol eraill yng Nghymru. Nodwyd y bu'n flwyddyn lwyddiannus i ysgolion Sir Gaerfyrddin gyda pherfformiad cyson o safon ym mhob un o'r dangosyddion allweddol. Nodwyd hefyd y broses gategoreiddio ysgolion yn 2016.

PENDERFYNWYD YN UNFRYDOL i dderbyn yr adroddiad perfformiad ar Gyrrhaeddiad a Chyflawniad Addysg Awdurdod Lleol Sir Gaerfyrddin 2015-16.

12. **NODDI'R WYL CYFRYNGAU CELTAIDD YN 2018**

Bu'r Bwrdd Gweithredol yn ystyried adroddiad ynghylch Noddi'r Wyl Cyfryngau Celtaidd yn 2018. Roedd yr adroddiad yn darparu gwybodaeth am yr ŵyl ac yn cynnig bod y Cyngor Sir yn cefnogi'r Wyl drwy ddarparu cymorth ariannol o hyd at £15,000.

Roedd yr adroddiad yn amlinellu bod y trafodaethau cychwynnol yn gofyn i'r Cyngor gyllido'r swm cyfan o £30,000. Fodd bynnag, yn dilyn trafodaeth â Phrifysgol Cymru y Drindod Dewi Sant byddai partneriaeth 50/50 yn cael ei ystyried. Er mwyn hwyluso'r gofynion dros nos, byddai'r digwyddiad yn cael ei gynnal yn ystod y gwyliau er mwyn defnyddio'r llety myfyrwyr ar Gampws y Drindod Dewi Sant.

Roedd yr aelodau'n cydnabod y byddai'r digwyddiad o fudd i'r ardal yn ariannol, gan sefydlu ymhellach lleoliad Sir Gaerfyrddin yn ganolbwynt i'r diwydiant creadigol. Nodwyd pe na bai'r Cyngor yn penderfynu cyflwyno ei ddiddordeb, byddai'r digwyddiad yn debygol o gael ei gynnal gan sir arall yng Nghymru.

PENDERFYNWYD YN UNFRYDOL gymeradwyo cyllid o hyd at uchafswm o £15,000 i gefnogi'r Wyl Cyfryngau Celtaidd 2018.

13. FERSIWN DIWYGIEDIG O'R POLISI IECHYD A DIOGELWCH CORFFORAETHOL

Nodwyd bod yr adroddiad uchod wedi cael ei dynnu oddi ar yr agenda i'w ystyried yn ystod y cyfarfod heddiw, a byddai'n cael ei ystyried yn ystod y cyfarfod nesaf.

PENDERFYNWYD gohirio ystyried fersiwn ddiwygiedig o'r Polisi Iechyd a Diogelwch Corfforaethol hyd nes cyfarfod nesaf y Bwrdd Gweithredol.

14. CYMORTH ARIANNOL O GRONFA'R GRANT CANLYNOL: Y GRONFA CYLLID A DARGEDIR

Bu'r Bwrdd Gweithredol yn ystyried cais gan Fforwm Pentref Trimsaran, am gymorth gan y Gronfa Cyllid a Dargedir tuag at gostau cychwynnol y prosiect Llesiant a'r costau i gadw Cydgysylltydd y Ganolfan. Byddai'r Cydgysylltydd yn gyfrifol am wella, ehangu a marchnata Canolfan Hamdden Trimsaran, yn ogystal â sicrhau cyllid i gynnal prosiectau a mentrau ychwanegol gan greu gwell cynaliadwyedd ar gyfer y ganolfan.

PENDERFYNWYD cymeradwyo'r ceisiadau canlynol am gymorth o'r Gronfa Cyllid a Dargedir yn amodol ar y telerau a'r amodau arferol ac ar y rhai a bennwyd yn yr adroddiad:-

Ymgeisydd

Fforwm Pentref Trimsaran

Dyfarniad

£19,814.00

15. PENODI LLYWODRAETHWR A.LI.

[NODER: Roedd y Cynghorydd G.O. Jones wedi datgan buddiant yn yr eitem hon yn gynharach a gadawodd y Siambr tra oedd yr eitem yn cael ei thrafod ac ni wnaeth gymryd rhan yn y penderfyniad ynghylch yr eitem]

Bu'r Bwrdd Gweithredol yn ystyried cais a oedd wedi dod i law am y lle gwag i Lywodraethwr yr Awdurdod Lleol yn y sir.

PENDERFYNWYD, ar ôl ystyried y ceisiadau a ddaethai i law, benodi'r canlynol yn Llywodraethwyr ALI er mwyn cyflawni'r rhwymedigaethau statudol i lenwi lleoedd gwag ar Gyrff Llywodraethu:-

Ysgol	Penodiadau
Bro Myrddin (1 lle gwag, 1 enwebiad)	Mr D Arwel Lloyd

[Ail-ymunodd y Cynghorydd G.O. Jones â'r cyfarfod.]

17. 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 eitemau canlynol yn cael eu hystyried, gan fod yr adroddiadau'n cynnwys gwybodaeth eithriedig fel y'i diffiniwyd ym mharagraff 14 o Ran 4 o Atodlen 12A i'r Ddeddf.

18. GWAREDU TIR Â RISGIAU CYSYLLTIEDIG

Yn sgil gweithredu'r prawf budd y cyhoedd PENDERFYNWYD YN UNFRYDOL, yn unol â'r Ddeddf y cyfeiriwyd ati yng Nghofnod 17 uchod, ystyried y mater hwn yn breifat gan orchymyn i'r cyhoedd adael y cyfarfod, gan y byddai'r drafodaeth yn datgelu gwybodaeth eithriedig ynghylch materion ariannol neu faterion busnes unrhyw unigolyn penodol (gan gynnwys yr Awdurdod oedd yn meddu ar y wybodaeth honno).

Bu'r Bwrdd Gweithredol yn ystyried adroddiad manwl ar Waredu Tir â Risgiau Cysylltiedig a oedd yn dangos i'r Aelodau ganfyddiadau adolygiad diweddar o dir ac eiddo risg uchel, sydd dros ben ledled Sir Gaerfyrddin.

Nododd yr aelodau yn dilyn yr asesiadau risg a gynhaliwyd, fod nifer o'r safleoedd wedi'u cael eu nodi a'u blaenoriaethau er mwyn eu hystyried, gyda'r nod o symud ymlaen i waredu'r safleoedd. Nododd yr aelodau hefyd bod ymgynghoriadau wedi cael eu cynnal gydag Aelodau Lleol o ran y safleoedd yn eu wardiau.

PENDERFYNWYD YN UNFRYDOL gymeradwyo'r argymhellion a oedd yn yr adroddiad.

19. GWERTHU TIR YN NE- LLANELLI

Yn sgil gweithredu'r prawf budd y cyhoedd **PENDERFYNWYD YN UNFRYDOL**, yn unol â'r Ddeddf y cyfeiriwyd ati yng Nghofnod 17 uchod, ystyried y mater hwn yn breifat gan orchymyn i'r cyhoedd adael y cyfarfod, gan y byddai'r drafodaeth yn datgelu gwybodaeth eithriedig ynghylch materion ariannol neu faterion busnes unrhyw unigolyn penodol (gan gynnwys yr Awdurdod oedd yn meddu ar y wybodaeth honno).

Bu'r Bwrdd Gweithredol yn ystyried adroddiad ar Waredu Tir yn Ne-ddwyrain Llanelli a oedd yn ceisio cynhyrchu derbyniad(au) cyfalaf ar gyfer yr Awdurdod a chyfleoedd posibl am swyddi. Roedd yr adroddiad yn rhoi'r wybodaeth ddiweddaraf am yr eitemau uchod i'r aelodau.

Bu'r aelodau yn ystyried y ffordd ymlaen ar gyfer y lleiniau, gan ystyried effaith bosibl y cynigion ar economi canol y dref.

PENDERFYNWYD YN UNFRYDOL gymeradwyo'r argymhellion fel y'u nodwyd yn yr adroddiad yn amodol ar drafodaethau pellach o ran gwerthu'r llain fwyaf.

CADEIRYDD

DYDDIAD

DYDD LLUN, 10FED EBRILL, 2017

YN BRESENNOL: Y Cyngorydd E. Dole [Cadeirydd]

Y Cynghorwyr:

M. Gravell, D.M. Jenkins, P.A. Palmer, L.M. Stephens, J. Tremlett, H.A.L. Evans a T.J. Jones

Yr oedd y swyddogion canlynol yn gwasanaethu yn y cyfarfod:

Mr M. James	-	Prif Weithredwr
Mr C. Moore	-	Cyfarwyddwr y Gwasanaethau Corfforaethol
Mr G. Morgans	-	Cyfarwyddwr Addysg a Gwasanaethau Plant Dros Dro
Mr I. Jones	-	Pennaeth Hamdden
Ms L. Rees Jones	-	Pennaeth Gweinyddiaeth a'r Gyfraith
Mrs D Hockenhill	-	Rheolwr Marchnata a'r Cyfryngau
Mrs M. Evans Thomas	-	Pen-Swyddog Gwasanaethau Democrataidd
Miss F. Rees	-	Uwch Swyddog Marchnata a'r Cyfryngau

Y Siambr, Neuadd y Sir, Caerfyrddin : 10.00 a.m. - 10.55 a.m.

1. YMDDIHEURIADAU AM ABSENOLDEB

Derbyniwyd ymddiheuriadau am absenoldeb gan y Cynghorwyr L.D. Evans a G.O. Jones.

Bu i'r Cadeirydd longyfarch Côr Merched Sir Gâr ar ennill cystadleuaeth Côr Cymru dros y penwythnos. Bydd y côr bellach yn cynrychioli Cymru yng nghystadleuaeth Côr y Flwyddyn Eurovision 2017 yn Riga, Latfia ym mis Gorffennaf. Yn ogystal estynnwyd llongyfarchiadau i Ysgol Iau Llangennech ac Ysgol Teilo Sant ar gyrraedd rowndiau terfynol y gystadleuaeth.

2. DATGAN BUDDIANNAU PERSONOL.

Ni chafwyd dim datganiadau o fuddiant personol.

3. CWESTIYNAU Â RHYBYDD GAN AELODAU

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

4. CWESTIYNAU A RHYBYDD GAN Y CYHOEDD

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

5. ADRODDIAD TERFYNOL GRWP GORCHWYL A GORFFEN Y PWYLLGOR CRAFFU ADDYSG A PHLANT 2015/16: CAU'R BWLCH CYRHAEDDIAD - DYSGWYR SY'N GYMWYS I DDERBYN PRYDAU YSGOL AM DDIM

Dywedwyd wrth y Bwrdd Gweithredol fod y Pwyllgor Craffu – Addysg a Phlant, yn ei gyfarfod ar 24 Medi, 2015 (gweler cofnod 8), wedi sefydlu Grŵp Gorchwyl a

Gorffen i gynnal adolygiad o'r bwlch cyrhaeddiad o ran dysgwyr sy'n gymwys i dderbyn prydau ysgol am ddim. Daethai'r adolygiad i ben ag 8 o argymhellion a oedd wedi eu llunio yn sgil ystyried amrywiaeth o dystiolaeth mewn cyfres o gyfarfodydd a gynhelid rhwng Rhagfyr 2015 a Thachwedd 2016.

Dywedwyd wrth y Bwrdd Gweithredol fod y Grŵp Gorchwyl a Gorffen, yn dilyn newidiadau diweddar yn y ddeddfwriaeth, wedi gofyn bod argymhelliad 6 yn cael ei newid fel a ganlyn:-

"Bod y Cyngor Sir yn lobio Llywodraeth Cymru ynghylch pwysigrwydd sicrhau a diogelu cyllid ar gyfer y tymor hwy i gefnogi ein disgyblion mwyaf difreintiedig."

Diolchodd y Bwrdd Gweithredol i aelodau'r Grŵp Gorchwyl a Gorffen ynghyd â'r swyddogion am lunio adroddiad rhagorol.

PENDERFYNWYD YN UNFRYDOL gymeradwyo argymhellion Grŵp Gorchwyl a Gorffen y Pwyllgor Craffu Addysg a Phlant ynghylch yr adolygiad o'r bwlch cyrhaeddiad o ran dysgwyr sy'n gymwys i dderbyn prydau ysgol am ddim, fel y nodwyd yn yr adroddiad, gan gynnwys newid argymhelliad 6 fel y nodwyd uchod.

6. CYNLLUN BUSNES EIN RHANBARTH AR WAITH (ERW) 2017-20

Bu'r Bwrdd yn ystyried Cynllun Busnes 2017/20 Ein Rhanbarth ar Waith (ERW), a oedd yn amlinellu'r trefniadau ar gyfer cyflawni gweledigaeth strategol ERW ac yn cydlynu cyfraniadau Awdurdodau Lleol, ysgolion a phartneriaid strategol.

Roedd y cynllun wedi cael ei gymeradwyo gan Gyd-bwyllgor ERW ac roedd yn nodi'r canlynol:-

- Gweledigaeth a Datganiad Cenhadaeth ERW
- Blaenoriaethau Rhanbarthol a Chenedlaethol
- Fframwaith Llywodraethu a Chynllunio Busnes, gan gynnwys Atebolrwydd
- Blaenoriaethau a Chynlluniau
- Canlyniadau

Byddai'r cynnydd o ran y Cynllun Busnes yn cael ei fonitro bob blwyddyn, ynghyd â monitro'r camau a gytunwyd yn rheolaidd a monitro materion ariannol bob chwarter.

PENDERFYNWYD YN UNFRYDOL nodi Cynllun Busnes ERW 2017-20.

7. NEWID I'R POLISI RHEOLI'R TRYSORLYS, STRATEGAETH A'R POLISI DARPARIAETH ISAFSWM REFENIW

Atgoffwyd y Bwrdd fod Cyfarwyddwr y Gwasanaethau Corfforaethol, yng nghyfarfod y Cyngor ar 22 Chwefror 2017, fel rhan o adroddiad strategaeth y gyllideb, wedi rhoi gwybodaeth i'r Cyngor am yr adolygiad parhaus o'r brif ffordd o ad-dalu dyled yr Awdurdod sef y Polisi Darpariaeth Isafswm Refeniw.

Bu'r Bwrdd yn ystyried adroddiad a oedd yn rhoi crynodeb o ganlyniad yr adolygiad ac yn nodi y dylai'r Cyngor ystyried newid y ffordd o ad-dalu benthyciadau'r Cyngor o falans gostyngol ar gost o 4% i ddull llinell syth a gyfrifir ar sail bywyd amcangyfrifedig yr ased o ran asedau sefydlog yr Awdurdod.

Felly cynigiwyd newid y Polisi Darpariaeth Isafswm Refeniw presennol, er mwyn iddo gefnogi darpariaeth flynyddol mwy darbodus, ar sail y canlynol:-

(1) Benthycia â chymorth a gwariant cyn 1 Ebrill 2008, fel yr oedd ar 31 Mawrth 2016 – i'w cynnwys yn y refeniw dros 40 mlynedd ar sail llinell syth, a bod y polisi hwn yn cael ei roi ar waith ar gyfer cyfrifon 2016-2017 ac ar gyfer Strategaeth Cyllideb Refeniw 2017-2018 hyd at 2019-2020;

(2) Benthycia heb gymorth - bod gwerth benthycia'r dyfodol yn cael ei gynnwys yn y refeniw dros 2 mlynedd neu drwy fywyd economaidd amcangyfrifedig yr ased os yw'n fyrrach;

(3) Y Polisi Darpariaeth Isafswm Refeniw ar gyfer Menter Benthycia Llywodraeth Leol Priffyrdd a rhaglen y fflyd i aros fel y mae wedi'i gymeradwyo ar hyn o bryd.

PENDERFYNWYD YN UNFRYDOL ARGYMELL I'R CYNGOR fod y newidiadau i'r Polisi Rheoli'r Trysorlys, Strategaeth a'r Polisi Darpariaeth Isafswm Refeniw, fel y nodwyd uchod, yn cael eu cymeradwyo.

8. CYFRADDAU BUSNES - CYNLLUN RHYDDHAD ARDRETHI'R STRYD FAWR 2017/18

Bu'r Bwrdd yn ystyried adroddiad a oedd yn rhoi manylion am Gynllun Rhyddhad Ardrethi'r Stryd Fawr a gyflwynwyd gan Lywodraeth Cymru am 2017/18. Mae'r cynllun yn darparu rhyddhad ychwanegol ar gyfer adwerthwyr y stryd fawr yn benodol, megis siopau, bwytai, tafarnau a chaffis sydd wedi gweld cynnydd yn eu hardrethi o ganlyniad i'r ailbrisiad gan Asiantaeth y Swyddfa Brisio yn 2017.

Gan mai mesur dros dro oedd hwn nid oedd Llywodraeth Cymru yn gwneud unrhyw newidiadau deddfwriaethol ond yn hytrach byddai'n caniatáu i awdurdodau bilio roi rhyddhad o dan y pwerau rhyddhad yn ôl disgrisiwn cyffredinol sydd ar gael o dan Adran 47 o Ddeddf Llywodraeth Leol (Cyllid) 1988.

PENDERFYNWYD YN UNFRYDOL

8.1 bod Cynllun Rhyddhad Ardrethi'r Stryd Fawr yn cael ei fabwysiadu am 2017/18;

8.2 bod rhyddhad yn cael ei roi, yn unol â chanllawiau Llywodraeth Cymru;

8.3 bod yr Aelod o'r Bwrdd Gweithredol dros Adnoddau yn penderfynu ynghylch unrhyw geisiadau nad ydynt o fewn cwmpas penodol y canllawiau neu y bydd angen rhoi ystyriaeth benodol iddynt.

CADEIRYDD

DYDDIAD

Mae'r dudalen hon yn wag yn fwriadol

**Bwrdd Gweithredol
2ail Mai 2017**

Adroddiad Monitro Cyllideb Refeniw y Cyngor

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

Sicrhau bod y bwrdd yn derbyn yr adroddiad Monitro Cyllideb ac yn ystyried y sefyllfa cyllidebol.

Y Rhesymau:

I ddarparu'r newyddion i'r Bwrdd Gweithredol ynglyn a sefyllfa diweddaraf cyllideb 2016/17, ar 28ain Chwefror 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 Pennaeth y Gwasanaeth:
Owen Bowen**

**Awdur yr Adroddiad:
Owen Bowen**

Swyddi:

**Pennaeth Gwasanaethau
Ariannol**

**Rhif ffôn: 01267 224886
Cyfeiriadau E-bost:**

Obowen@sirgar.gov.uk

EXECUTIVE SUMMARY

Executive Board

2nd May 2017

Council's Revenue Budget Monitoring Report

The revenue budget monitoring reports for the period to 28th February 2017 are attached and indicate that:

COUNCIL FUND REVENUE ACCOUNT(Appendix A)

Overall, the monitoring report forecasts an end of year overspend of £126k on the Authority's net revenue budget with an overspend at departmental level of £1,716k.

Chief Executive's Department

The Chief Executive Department is anticipating an overspend at year end of £76k. In relation to the application of Standby, part year savings have already been identified and work is ongoing with the TIC teams in relation to delivering the full efficiencies identified.

The Regeneration, Policy and Property Division is anticipating an underspend of £131k at year end. There are overspends of £35k on the Beacon following essential R&M work and Un Sir Gar of £59k due to a shortfall in income. The Policy division is expecting to overspend by £124k due to an unfunded post and an unachievable income target. There is also an unachieved efficiency and reduction in income generation potential within marketing and media whilst an ongoing service realignment is reviewed of £76k. These overspends are offset by £342k of staff vacancies in the division and an underspend of £59k in the Property division due to increased rental income from commercial properties and other planned underspends on Business Services of £42k to offset the known Un Sir Gar overspend.

The Admin & Law division is anticipating a £160k underspend despite a Local Duplicating Centre overspend of £31k due to the decrease in printing across the authority and the corresponding income generation potential being lost. The division has staff vacancies totalling £110k, a £48k saving on Democratic due to supplies & services savings and member's vacancies. There is also a £20k saving on franking machine leases following a rationalisation project.

The People Management & Performance Division is underspent by £114k. This is due to £75k of vacant posts in year along with a saving on Supplies & Services costs of £45k.

Department for Education and Children

The Department for Education and Children is projecting a net overspend of £1,672k at year end.

The main adverse budget variations relate to: new school based EVR and redundancy costs £923k; increasing age profile (15-25 year olds) of Looked after Children requiring more costly support for longer £331k; legal fees relating to care proceedings due to court process changes and additional cases £228k; Special Guardianship Orders to keep children with their families and Boarded Out Allowances £279k, rurality impact on Fostering staff and client travel £71k; School Modernisation property decommissioning and cost of sales £217k (which includes £149k NNDR); Out of County residential care placements £146k; Respite Units not achieving contribution from LHB £129k and the Music Service not achieving forecasted SLA income from schools £62k.

These are partially offset by under-spends across the department in: staff vacancies and secondments -£538k; School Meals Service increased income and less spend in respect of the repair and maintenance budget -£72k; and the transfer of a number of Direct Payments to Adult Services due to the recipient turning 18 -£48k.

Corporate Services

The Corporate Services Department is anticipating an underspend at year end of £66k. Both the Financial Services and the Audit, Risk and Procurement Divisions are anticipating underspends due largely to vacant posts of £270k and £68k respectively. The finance division is also anticipating an underspend on supplies and services of £32k and ICT is anticipating a break even position.

There is an anticipated underspend of £47k on audit fees due to a reduction in the number of grants being audited, a £26k underspend on subscriptions and a £50k reduction in ongoing pre LGR pension costs.

Corporate Services Training is also expecting to underspend by £52k.

Executive Board, at its meeting on the 13th March approved support in the sum of £150k for a 3G pitch at Richmond Park, Carmarthen and £350k to provide financial assistance to Llanelly House. Funding will come from the underspend in the Corporate Services Department.

Department for Communities

The Department for Communities is forecasting an overspend of £10k for the year.

Older people/ PD is forecasting an underspend of £243,000 - this reflects the excellent work that has been undertaken to put in budgetary controls and effectively manage demand through improved assessment and preventative practice.

Residential and domiciliary care is broadly within budget, although because of recruitment challenges in this sector we have relied on the independent sector to deliver packages the in house service has been unable to deliver. Recruitment difficulties in social work and OT posts has led to a £392,000 underspend. Plans are in place to address this.

A full Day service review is underway but implementation has been slower than expected and this has led to slower than anticipated reductions in spend.

The Learning Disability / Mental Health Division and Support Services has a projected overspend of £77k. This is due to increased Direct Payments packages of £235k, a reduction in grant receivable for Workchoice £75k, and the review of grant payments to the voluntary sector which has slippage in 2016-2017 of £90k. These are offset by the impact of the Accommodation and Efficiency strategy in reducing the costs of individual placements and staff vacancies £323k.

The Housing Services and Public Protection Division is forecasting coming in on budget.

The Leisure Services Division is forecasting an overspend of £176k mainly due to underachievement of income £82k and delay in implementing mobile library services £47k and additional premises costs £47k.

Environment

The department is anticipating an overspend of £25k at year end which will be met from its departmental reserves.

The Highways and Transport division is anticipating a £151k underspend for the year due mainly to the vacant posts in the Rights of Way section (-£98k) and tender and service efficiencies in Passenger Transport (-£38k).

The Property Division is anticipating an overall overspend of £64k. This is predominantly due to a reduction in work undertaken by Building Maintenance for the HRA, thereby reducing the income projection (£240k). This is offset by underspends on Industrial Premises, County Farms and Livestock markets due to increased occupancy and rental income.

The Waste and Environmental division is anticipating an overspend of £43k at year end. This is due to a £68k overspend on cleansing where a proposed efficiency has not been met due to sustained demands on the service and a £74k overspend on green waste due to the purchase of wheelie bins prior to start of the service in 2017. This is offset by a £44k underspend as a result of a vacant post and a £55k underspend on closed landfill sites due to the sustained success of the leachate plant.

The Business Support & Performance division is overspent by £132k mainly due to the admin review not being implemented to date so the proposed efficiencies have yet to be realised along with temporary additional pay costs to support implementation of the business support review.

The Planning Division is estimated to be £64k underspent at year-end due mainly to staff vacancies.

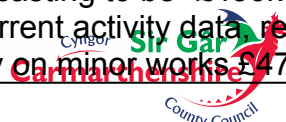
Capital Charges

Reduced borrowing/interest savings.

HOUSING REVENUE ACCOUNT (Appendix B)

The HRA is forecasting to be -£436k underspent.

Based on the current activity data, repairs and maintenance is predicted to be £435k over budget, primarily on minor works £477k due to anticipated level of slow down not as expected



UCH CYNGOR lleis a mdani
www.sirgarllwyw.cymru

YOUR COUNCIL do it online
www.carmarthenshire.gov.wales

and voids £72k to ensure properties are available to rent as quickly as possible offset by savings other repairs and maintenance (-£114k).
 There has also been an additional direct revenue contribution of £423k to fund the capital programme for major void works.

Supervision and Management costs are forecasted to be underspent by -£285k primarily due to lower staffing costs -£220k through vacancies ,premises costs -£233k and travelling expenses -£10k offset by increased spend on supplies and services £116k and reduction in rechargeable salaries £62k.

There is a forecasted underspend on Capital Financing costs -£154k due to opening debt being slightly lower than forecasted therefore giving rise to principal and interest payments being slightly lower than originally estimated.

Reduction in the provision required for debt write-offs , based on arrears levels and forecast movement in arrears to year end -£476k

Additional income from forecast HRA balances,insurance and other income -£32k

Rental income is forecasted to be -£267k higher due to lower level of Void loss. It is anticipated that there will also be an increase in Service charge income of -£80k.

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: Owen Bowen

Head of Financial Services

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

1. Finance

Council Fund

Overall, the Authority is forecasting an overspend of £126k.

HRA

The HRA is forecasting that it will be -£436k under its approved budget.

CONSULTATIONS

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

Signed: Owen Bowen

Head of Financial 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
2016/17 Budget		Corporate Services Department, County Hall, Carmarthen

REPORT OF THE DIRECTOR OF CORPORATE SERVICES

EXECUTIVE BOARD - 2nd MAY 2017

COUNCIL'S BUDGET MONITORING REPORT 2016/17 as at 28th February 2017

Head of Service & Designation	Author & Designation	Telephone No	Directorate
O Bowen, Head of Financial Services	O Bowen, Head of Financial Services	01267 224886	Corporate Services

Table 1

Forecasted for year to 31st March 2017

Department	Working Budget				Forecasted				Feb 17 Forecasted Variance for Year £'000	Dec 16 Forecasted Variance for Year £'000
	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000		
Chief Executive	18,838	-7,156	1,832	13,515	19,064	-7,306	1,832	13,591	76	267
Education & Children	177,167	-39,395	24,533	162,304	179,044	-39,601	24,533	163,976	1,672	1,767
Corporate Services	80,551	-51,509	-6,868	22,174	83,132	-54,157	-6,868	22,107	-66	-505
Communities	126,815	-47,600	11,659	90,874	128,824	-49,599	11,659	90,884	10	452
Environment	118,715	-79,666	8,691	47,740	115,636	-76,562	8,691	47,765	25	369
Departmental Expenditure	522,086	-225,326	39,847	336,607	525,701	-227,225	39,847	338,323	1,716	2,350
Capital Charges/Interest				-9,607				-11,407	-1,800	-1,400
Pension Reserve Adjustment				-5,085				-5,085	0	0
Levies and Contributions:										
Brecon Beacons National Park				138				138	0	0
Mid & West Wales Fire & Rescue Authority				9,172				9,172	0	0
Net Expenditure				331,225				331,141	-84	950
Outcome Agreement Grant				0				0	0	0
Contribution from Balances				-65				-65	0	0
Transfer from Balances/Earmarked Reserves				-200				-200	0	0
Transfers to/from Departmental Reserves										
- Chief Executive				0				202	202	0
- Corporate Services				0				33	33	253
- Environment				0				-25	-25	-369
Net Budget				330,960				331,086	126	833

Chief Executive Department
Budget Monitoring as at 28th February 2017

Division	Working Budget				Forecasted				Feb 17 Forecasted Variance for Year £'000	Dec 16 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	-474	0	-328	-802	7	0	-328	-322	481	547
People Management & Performance	3,665	-1,058	-2,239	368	3,962	-1,469	-2,239	253	-114	-66
Admin and Law	3,999	-596	1,570	4,973	3,789	-546	1,570	4,814	-160	-125
Customer Focus and Policy	4,170	-987	-2,259	924	4,219	-1,074	-2,259	886	-38	-70
Statutory Services	762	-2	153	913	773	-37	153	888	-24	35
Property	1,089	-1,168	805	726	1,078	-1,266	805	618	-108	-96
Regeneration	5,628	-3,345	4,130	6,414	5,237	-2,914	4,130	6,454	40	42
GRAND TOTAL	18,838	-7,156	1,832	13,515	19,064	-7,306	1,832	13,591	76	267

Chief Executive Department - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Chief Executive							
Corporate Savings Target	-809	0	-328	0	481	Part year savings have already been identified in relation to the application of Standby, and work is ongoing with the TIC teams in relation to delivering the full efficiencies identified.	547
People Management & Performance							
Business Support	199	-1	168	-1	-31	Savings on Supplies & Services	-32
Personnel Management	901	-199	873	-204	-34	Vacant Posts - realignment in progress	-23
Fitness For Work	601	-343	619	-403	-42	Vacant posts and savings on supplies and services	-23
Corporate Learning & Development	538	-13	595	-83	-14	Savings on Supplies & Services	7
Admin and Law							
Democratic	1,665	0	1,617	-0	-48	Vacant member positions during year and reductions in supplies and services	-29
Corporate Serv-Democratic	485	0	410	0	-76	Part year vacant posts	-65
Corporate Serv-Administration	187	-0	162	0	-25	Maternity leave and reduced spend on supplies and services	-24
Corporate Serv-Legal	1,419	-267	1,393	-251	-10	Part year vacant posts	-31
Local Duplicating Centre	16	-53	3	-9	31	Income generation potential curtailed following introduction of printer rationalisation programme and directive to reduce printing in general	31
Central Mailing	40	0	20	0	-20	Saving on leasing costs as transferred centrally	-0
Regeneration, Policy & Property							
Customer Focus and Policy							
Registrars	378	-238	451	-300	11	Additional staffing costs	13
Welsh Language	169	0	154	0	-15	Reduced spend on supplies and services	-10
Communications	16	0	4	0	-12	Reduced spend on supplies and services	-12
Press	93	-7	209	-95	28	Efficiency yet to be realised. On going service realignment	52
Direct Communications	529	-268	446	-138	48	Lack of income generation on graphics as graphic designer post is currently vacant. Post not being filled as service currently being realigned/restructured.	12
Corporate Serv-Translation	493	-15	364	-16	-130	Vacant posts	-131
Customer Services	57	-6	46	-7	-12	Part year vacant post	-13
Performance Management	557	-19	527	-7	-19	Vacant post	-37
Chief Executive-Policy	514	-63	585	-9	124	Income target not achievable and unfunded post	125
Customer Services Centres	526	-222	513	-222	-13	Part year vacant posts	-8
Contact Centre	561	-59	529	-59	-32	Part year vacant posts	-19

Chief Executive Department - Budget Monitoring as at 28th February 2017

Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Statutory Services							
Coroners	279	0	291	0	12	Additional storage costs and anticipated increase in Coroners salary	23
Electoral Services - Staff	261	0	229	0	-33	Vacant post	-3
Property							
Property	500	-122	466	-144	-56	Part year vacant post and additional income generated	-60
Commercial Property - Chief Executives	28	-324	29	-384	-59	Additional rental income from a property recently acquired	-34
Regeneration							
Marketing Tourism Development	391	-21	392	-37	-16	Underspend mainly due to backdated lease income reflected from company occupying space in former Llandeilo Tourist Information Centre.	-12
Parry Thomas Centre	0	0	25	0	25	Overspend as a result of additional maintenance work needed at the centre, including replacement of doors - no revenue budget allocated.	4
Physical Regeneration	451	0	403	0	-48	Underspend mainly due to staff vacancies.	-22
The Beacon	126	-126	190	-155	35	Overspend mainly due to R&M costs associated with repairing the roof and also purchase of new video conferencing system.	25
Regen Core & Policy Performance	0	0	11	0	11	Increased staffing costs	12
Regeneration Business Support Unit	382	-107	384	-91	19	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property hasn't been sold so ongoing overspend shown as a result.	14
UN Sir Gar	167	-128	213	-115	59	Overspend mainly due to projected non-achievement of income target.	56
Business Services	307	0	265	0	-42	Planned reduction in expenditure to partly offset overspend within Un Sir Gar above.	-37
Other Variances					-24		-30
Grand Total					76		267

Department for Education & Children
Budget Monitoring as at 28th February 2017

Division	Working Budget				Forecasted				Feb 17 Forecasted Variance for Year £'000	Dec 16 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	681	0	-148	532	708	-48	-148	512	-21	-15
Education Services Division	118,129	-2,077	19,930	135,982	119,028	-1,992	19,930	136,967	985	1,002
Strategic Development	9,151	-7,193	1,134	3,091	9,255	-7,436	1,134	2,953	-139	-86
School Improvement	15,577	-13,280	528	2,825	15,627	-13,369	528	2,785	-41	-46
Learner Programmes	10,994	-10,123	636	1,507	10,631	-9,748	636	1,518	11	24
Children's Services	22,635	-6,723	2,454	18,366	23,796	-7,007	2,454	19,242	876	888
GRAND TOTAL	177,167	-39,395	24,533	162,304	179,044	-39,601	24,533	163,976	1,672	1,767

Department for Education & Children - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Director & Strategic Management							
Director & Management Team	681	0	708	-48	-21	Part year vacant post	-15
Education Services Division							
School Expenditure not currently delegated	158	0	112	8	-38	Reduced SLA charge from WJEC -£5k, fewer occasions arising where legal advice was required -£21k and general supplies & services savings -£12k.	-6
School Redundancy & EVR	1,612	0	2,536	0	923	Budget utilised on existing commitments. Current year school redundancies agreed in excess of £900k. A cross-departmental team is drawing together different strands of work with the aim of reducing costs.	952
School Modernisation	87	-5	344	-13	248	Short term transport for pupils from closed schools £31k, property decommissioning and cost of sales £217k (which includes £149k NNDR)	231
Special Educational Needs	3,102	-1,536	2,960	-1,431	-37	Termination of Out of County placement and reduction tri-partite funding -£163k. Additional statementing yr 6 transition £295k. Inclusion Manager and ALN specialist teacher vacancies -£187k whilst structure is reviewed. Additional premises and transport costs for dyslexia and autistic units £18k	-90
Sensory Impairment	357	0	340	0	-17	Employees not being on the top of their grade -£10k . Supplies and services savings -£7k	0
Educational Psychology	1,051	-148	989	-166	-81	Vacant post -£55k. Additional recharge income -£19k. Reduction in supplies and services -£7k	-74
Strategic Development							
Information & Improvement	450	-35	485	-117	-46	Part-year vacant post, 2 employees not at the top of grade and maternity leave.	-38
Business Support	506	0	495	-0	-11	Vacant post	-8
School Meals & Primary Free Breakfast Services	7,826	-6,876	7,920	-7,042	-72	Increased income in some schools following introduction of new winter menu and careful management of repair & maintenance budget.	-31
School Improvement							
School Effectiveness Support Services	520	-267	498	-261	-15	Savings in supplies and services which is a proposed efficiency in 2017-18.	-17
National Model for School Improvement	1,435	-345	1,525	-454	-19	Delay in recruitment of Challenge Advisor	-18

Department for Education & Children - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Learner Programmes							
Music Services for Schools	1,327	-1,316	1,354	-1,281	62	A number of schools late in agreeing SLA's and reducing their requirement. Various strategies are being developed to ensure the long term sustainability of this service.	64
Youth Offending & Prevention Service	1,509	-662	1,565	-759	-41	Part-year vacant posts which are linked to proposed efficiencies for 2017-18.	-33
Children's Services							
Commissioning and Social Work	6,082	-19	6,266	-142	62	Increase in Legal costs due to a high number of cases, one of which is awaiting a high court hearing £228k. This is offset by secondment and part year vacancy savings -£166k.	85
Corporate Parenting & Leaving Care	974	-246	1,362	-303	331	Increasing age profile of Looked After Children (LAC) resulting in more costly support for longer - impact of When I'm Ready & Social Care Well Being Act on 15 to 25 year olds. This is an ongoing growth area in addition we are funding more young people in university and one young person at Wellbeck College costing £42k. Additional costs relating to LAC placements at Rhydygors £20k. Previous returns included an assumption that Supporting People income would be received however, this now appears unlikely. Service is set to receive growth budget of £100k in 2017-18.	300
Fostering Services & Support	3,568	0	3,900	-15	317	The taxis budget faces ongoing pressure £71k due to the high number of placement moves, some away from school areas. The Fostering Support Team have additional running costs including increased transport costs due to carers being in rural areas, boarding out payments and residence orders (currently set at the minimum rate allowed by Welsh Government) £279k. Included in this figure there are costs for an extension that will enable a child to stay in their own home. This is offset by a part year vacancy in the Fostering Recruitment Team -£33k	315
Adoption Services	497	-55	597	-132	24	Additional staff resource to reduce the number of placements needing to be purchased at greater cost, which reduces budget pressure in other areas. The service is currently negotiating an agreement with 3 other Local Authorities, which includes cost sharing.	31

Department for Education & Children - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Out of County Placements (CS)	722	-53	815	-0	146	The service is having to make more use of independent fostering agencies that are more expensive to use due to a lack of in house foster placements. Two young people are being accommodated in external residential care due to their complex needs as they cannot be cared for in foster care as they require 24 hour support. The forecasted overspend has increased due to additional placements and change of circumstances i.e. a respite arrangement changing to residential which incurs significant additional costs.	70
Residential and Respite Units	917	-151	907	-12	129	Planned additional contribution from the LHB is unlikely to be achieved in 2016-17 £150k, netted off with salary savings -£21k. Service is set to receive growth budget of £100k in 2017-18.	127
Garreglwyd Residential Accommodation	530	-156	631	-217	40	Additional staffing costs to cover periods of sickness and a young person being moved in which reduces the out of county placement costs.	40
Childcare	487	-212	489	-228	-14	Part year vacancy	0
Short Breaks and Direct Payments	608	-79	557	-88	-60	Salary savings due to review of casual hours in line with service requirements -£12k. Additional savings here due to a number of over 18's Direct Payments being transferred to Adult Services -£48k	-29
Preventative incl Section 17 payments	209	0	196	0	-13	Fewer occasions where families required assistance from the Local Authority	-4
Family Aide Services	219	0	176	-4	-47	Employees not being on the top of their grade and part year vacancies	-39
Out of Hours Service	261	-64	309	-64	48	Referrals fluctuate depending on activity. Service currently under review.	36
Children's Services Mgt & Support (incl Care First)	967	-76	983	-147	-55	Part year vacancies	-44
Education Welfare	469	-41	453	-41	-16	A change of working practices has made savings on staff travelling -£8k and part year vacancy due to secondment -£8k	-7
Other Variances					-53		-31
Grand Total					1,672		1,767

Corporate Services Department
Budget Monitoring as at 28th February 2017

Division	Working Budget				Forecasted				Feb 17 Forecasted Variance for Year £'000	Dec 16 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	7,568	-3,390	-3,236	942	7,206	-3,329	-3,236	642	-300	-258
Audit Risk & Procurement	1,071	-28	-1,001	42	987	-22	-1,001	-36	-78	-74
ICT	4,500	-807	-3,695	-2	4,562	-869	-3,695	-2	-0	6
Performance & Development	178	0	-244	-66	128	-2	-244	-118	-52	-51
Other Services	67,234	-47,284	1,307	21,257	69,749	-49,935	1,307	21,121	-136	-129
Financial Support	0	0	0	0	500	0	0	500	500	0
GRAND TOTAL	80,551	-51,509	-6,868	22,174	83,132	-54,157	-6,868	22,107	-66	-505

Corporate Services Department - Budget Monitoring as at 28th February 2017

Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Financial Services							
Chief Officer	329	-42	310	-42	-20	Reduction in supplies and services	-21
Accountancy	1,697	-295	1,607	-333	-128	Vacant posts	-120
Housing Benefits Admin	1,445	-781	1,418	-801	-47	Vacant posts	-98
Revenues	807	-140	791	-140	-16	Vacant posts	-8
Benefits Fraud	51	0	39	0	-12	Reduction in supplies and services	-13
Payroll	547	-320	494	-314	-47	Vacant posts and reduction in supplies and services	0
Payments	485	-81	454	-82	-31	Vacant posts and reduction in supplies and services	-0
Audit Risk & Procurement							
Audit	601	-20	527	-15	-69	Vacant post and maternity leave	-68
Performance & Development							
Corporate Services Training	88	0	38	-2	-52	Reduction in staff training undertaken	-51
Other Services							
Audit Fees	364	-84	317	-84	-47	Reduction in grant audit fees	-47
Miscellaneous Services	4,624	-110	4,566	-131	-79	Reduction in Subscriptions- £26k and a reduction in pre LGR pension costs- £50k	-58
Financial Support	0	0	500	0	500	Executive Board approval on 13th March for financial support for a 3G pitch at Richmond Park, Carmarthen £150k and for Llanelly House £350k.	0
Other Variances					-17		-22
Grand Total					-66		-505

Department for Communities
Budget Monitoring as at 28th February 2017

Division	Working Budget				Forecasted				Feb 17 Forecasted Variance for Year £'000	Dec 16 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	50,142	-17,545	3,124	35,720	50,520	-17,941	3,124	35,702	-18	458
Physical Disabilities	5,988	-748	92	5,332	5,765	-750	92	5,107	-225	-219
Learning Disabilities	31,051	-8,408	1,349	23,992	31,319	-8,388	1,349	24,280	288	141
Mental Health	9,154	-3,379	130	5,904	9,448	-3,617	130	5,960	57	100
Support	4,749	-1,638	830	3,940	5,522	-2,679	830	3,673	-267	-88
Public Protection & CF Housing										
Public Protection	3,068	-604	680	3,144	3,010	-578	680	3,113	-32	-20
Council Fund Housing	8,888	-8,297	543	1,134	9,694	-9,071	543	1,166	32	20
Leisure & Recreation										
Leisure & Recreation	13,777	-6,981	4,911	11,707	13,547	-6,575	4,911	11,883	176	60
GRAND TOTAL	126,815	-47,600	11,659	90,874	128,824	-49,599	11,659	90,884	10	452

Department for Communities - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Adult Services							
Older People							
Older People - Commissioning	2,824	-10	2,705	-20	-129	Staff vacancies	-79
Older People - LA Homes	6,928	-3,848	6,873	-4,077	-283	Underspend on supplies & Services and additional income	-52
Older People - Private/ Vol Homes	17,541	-8,954	18,625	-8,889	1,149	Net loss in placements insufficient to meet savings target	880
Older People - Extra Care	719	0	874	0	155	Lower than anticipated saving from contract renegotiations	150
Older People - LA Home Care	5,903	-291	5,587	-291	-316	Staff vacancies	-41
Older People - Direct Payments	614	0	684	0	70	Increase in packages	94
Older People - Grants	239	0	206	0	-33	Reduced grant payments	-31
Older People - Ssmss	1,170	-228	1,055	-304	-191	Staff vacancies, reduced spend on supplies & services and additional income	-189
Older People - Careline	1,043	-1,165	1,320	-1,533	-90	Additional staffing & other costs offset by additional income	-68
Older People - Enablement	2,402	-800	1,668	-600	-534	Staff vacancies	-318
Older People - Day Services	1,119	-64	1,320	-75	190	Slower than anticipated restructure	97
Physical Disabilities							
Phys Dis - Commissioning & OT Services	599	-79	494	-79	-104	Staff vacancies	-91
Phys Dis - Private/Vol Homes	561	-111	516	-111	-45	Reduction in packages	-45
Phys Dis - Group Homes/Supported Living	1,358	-116	1,328	-116	-30	Reduction in packages	-31
Phys Dis - Direct Payments	1,831	0	1,800	0	-31	Reduction in packages	-39
Learning Disabilities							
Learn Dis - Employment & Training	2,388	-897	2,275	-709	75	Reduction in grant for Workchoice programme.	62
Learn Dis - Commissioning	890	0	873	0	-17	Staff vacancies	-25
Learn Dis - Private/Vol Homes	10,047	-3,157	10,417	-3,251	275	Increase in packages	147
Learn Dis - Direct Payments	1,275	0	1,506	0	231	Inflationary fee uplift	136
Learn Dis - Group Homes/Supported Living	6,180	-1,010	6,202	-1,010	22	Increase packages	-85
Learn Dis - Adult Respite Care	931	-812	800	-812	-131	Staff vacancies	-115
Learn Dis - Day Services	3,066	-257	3,019	-296	-87	Underspend on in house provision, offset by increase in private packages of care	128
Learn Dis - Transition Service	502	0	423	0	-79	Staff vacancies	-68
Learn Dis - Community Support	2,150	-137	1,950	-137	-200	Reduction in packages	-206

Department for Communities - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Learn Dis - Grants	187	0	315	0	128	Increase in grant payment, and Efficiency slippage £90k	124
Learn Dis - Adult Placement/Shared Lives	2,756	-2,139	2,825	-2,172	36	Increase in packages	50
Learn Dis/M Health - Ssmss	536	0	571	0	35	Staffing	-7
Mental Health							
M Health - Commissioning	837	-69	752	-99	-115	Staff vacancies	-74
M Health - Group Homes/Supported Living	590	-186	838	-186	248	Increase in placement costs	42
M Health - Community Support	673	-98	646	-98	-27	Decrease in packages	70
M Health - Substance Misuse Team	338	-142	309	-144	-30	Staff vacancy	-23
Support							
Departmental Support	1,874	-71	1,823	-91	-71	Reduced spend on supplies & services	-49
Performance, Analysis & Systems	243	0	208	0	-36	Staff vacancy & maternity leave	-36
Adult Safeguarding & Commissioning Team	1,123	0	990	-17	-150	Staff vacancies	-26
Other Variances - Adult Services							
Public Protection							
PP Management support	68	-7	65	-14	-10	General underspends in supplies and services to cover part of the overspend in Housing Options and Advice	-9
PP Business Support unit	141	0	126	0	-15	General underspends in supplies and services to cover part of the overspend in Housing Options and Advice	-10
Dog Wardens	91	-11	101	-8	13	Income generated by recovery of stray dogs has decreased in light of the fact that many stray dogs have been returned directly to owner. There will be additional income generated through a pilot scheme, which set up costs for the pilot have been incurred	18
Licensing	364	-303	365	-317	-13	Overachievement of licence fee income	-9
Animal Licence Movement Scheme	155	-0	141	-0	-14	Vacant post part of the year	-15
Civil Law	219	-4	202	0	-12	General underspend covering the underachievement of income in Safety	-10

Department for Communities - Budget Monitoring as at 28th February 2017

Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Safety	63	-18	64	-9	10	General underachievement of income - court fees	5
Other Variances - Public Protection					10		12
Council Fund Housing							
Home Improvement (Non HRA)	553	-285	551	-246	36	Underachievement of licence fee income due to the delay in the roll out of National Licensing	16
Homelessness	167	-63	102	-64	-66	Underspend mainly in Homelessness prevention payments covering part of the underachievement of income in Temporary Accommodation	-71
Temporary Accommodation	279	-185	281	-122	66	Overspend in rent and an Underachievement of Housing Benefit income due to income support issues with 16-17 years olds and higher vacancy rates over the December period in particular	60
Other Variances - Council Fund Housing					-4		16
Leisure & Recreation							
Burry Port Harbour	130	-181	175	-139	87	Projected shortfall in income from Mooring Fees £42k, staff costs £30k and Dredging £15k	75
Pendine Outdoor Education Centre	449	-311	554	-401	16	Increased expenditure on Sports Equipment	9
Pembrey Ski Slope	277	-226	236	-218	-34	Savings on staff costs and increased catering, ski and admission income	-28
Carmarthen Leisure Centre	1,203	-1,131	1,220	-1,064	85	Increased staff costs and loss of income during gym/building refurbishment at location	59
Sport & Leisure East	207	-64	163	-41	-22	Part year vacancy	-31
Amman Valley Leisure Centre	702	-543	651	-537	-44	Part year vacancies -£21k, utilities -£23k	-6
Sport & Leisure General	649	-50	673	-96	-23	One off income projected during 16-17	-43
Llanelli Leisure Centre	1,113	-959	1,065	-868	43	Lower income than forecast coupled with increased staff costs	46
Pembrey Country Park	522	-581	570	-567	62	Projected income shortfall £15k and Premises costs £47k	32
Community Libraries	215	-7	183	-10	-34	Minor underspends in Staff and premises costs across a number of the Community Libraries	-31
Mobile Library	116	0	164	0	47	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met	50
Museums General	179	0	132	0	-48	Part year vacancies	-38
Leisure Management	277	0	328	-8	43	Legal / Tribunal Costs	-15
Other Variance - Leisure & Recreation					-2		-20
Grand Total					10		452

Environment Department
Budget Monitoring as at 28th February 2017

Division	Working Budget				Forecasted				Feb 17 Forecasted Variance for Year £'000	Dec 16 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		
Business Support & Performance	847	0	-737	110	1,042	-63	-737	242	132	129
Waste & Environmental Services	23,781	-8,262	1,891	17,410	22,936	-7,374	1,891	17,453	43	90
Highways & Transportation	49,543	-31,325	8,589	26,807	49,702	-31,635	8,589	26,656	-151	-15
Property	40,398	-37,520	-1,615	1,263	38,075	-35,132	-1,615	1,328	64	165
Planning	4,146	-2,558	563	2,150	3,882	-2,358	563	2,086	-64	-0
GRAND TOTAL	118,715	-79,666	8,691	47,740	115,636	-76,562	8,691	47,765	25	369

Environment Department - Budget Monitoring as at 28th February 2017

Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Business Support & Performance							
Departmental - Policy	595	0	758	-49	114	Severance efficiencies not fully delivered; short-term additional pay costs to support the implementation of the Business Support review.	114
Waste & Environmental Services							
Waste & Environmental Services	715	0	673	-2	-44	£44k underspend due to HOS post being vacant for 4 mths plus 2 vacant admin posts.	-44
Environmental Enforcement	572	-24	587	-18	20	Increase in abandoned vehicles costs due to reduced scrap values.	15
Public Conveniences	509	-23	545	-25	35	Full extent of savings not yet realised - currently in year 3 of a 3 year asset transfer programme with negotiations and terms currently being concluded on the balance of the proposed transfers.	34
Cleansing Service	1,864	-52	1,932	-52	68	Previously identified efficiencies (labour and plant) have not been met due to the sustained demands on the cleansing service. However, curtailed spending in other areas have served to reduce the overspend.	77
Green Waste Collection	0	0	74	-0	74	Purchase of Wheelie bins prior to start of service 3.4.17	73
Closed Landfill Sites Nantycaws	139	0	94	0	-45	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 leachate treatment plant.	-36
Closed Landfill Sites Wernddu	84	0	62	0	-23	A reduction in ad-hoc maintenance and servicing requirements for the current year.	-20
Coastal Protection	68	0	36	0	-32	Planned maintenance works have progressed within the available budget. However additional works identified late in the year to specifically mitigate coastal erosion adjacent the Millenium Coastal Path at Black Point Burry Port has been delayed and will not progress until soil investigation and analysis has been undertaken. This work is now programmed for April/May 2017.	-0
Highways & Transportation							
Transport Strategic Planning	299	-77	318	-130	-33	Additional grant income	-0
Passenger Transport	4,137	-2,517	4,732	-3,149	-38	Tender and service efficiencies.	0
Car Parks	1,631	-3,156	1,493	-2,998	19	Car parks income stabilised and gritting costs are more predictable over a shorter period.	66
Nant y Ci Park & Ride	1	0	77	-31	46	Service sustained during trial period with LHB.	44
Bridge Maintenance	709	0	725	-26	-10	Short term vacancy - post now filled	-10

Environment Department - Budget Monitoring as at 28th February 2017
Main Variances

Division	Working Budget		Forecasted		Feb 17 Forecasted Variance for Year £'000	Notes	Dec 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Highway Maintenance	14,361	-7,197	14,527	-7,398	-34	Reduction in vehicle costs due to fleet rationalisation (35 vehicles to 21 vehicles) plus additional income generated from internal and external projects.	-52
Public Rights Of Way	234	-11	141	-16	-98	Underspend due to vacant posts 'Countryside Access Manager' Recruitment process now underway	-83
Property							
Building Maintenance Operational	25,104	-27,470	23,111	-25,238	240	Reduction in HRA work undertaken, reducing the income to the division for the year. 2017/18 budgets to be realigned.	231
Corporate Property	568	-78	612	-140	-17	Savings on I.T and other office costs.	0
Administrative Buildings	3,047	-634	2,906	-540	-46	Reduction in maintenance costs due to a milder winter.	1
Industrial Premises	351	-1,260	328	-1,264	-27	Forecast based on current occupancy levels which are very high and could reduce during the year.	-30
County Farms	68	-308	42	-310	-29	Entitlements reduced and rent increases implemented.	-30
Livestock Markets	37	-174	51	-220	-33	Increase in the variable turnover rent from livestock markets.	-25
Planning							
Planning Admin Account	382	-3	402	-136	-114	Planned reduction in expenditure to partly offset shortfall in Development Management income.	0
Building Control - Other	205	0	177	-1	-28	Underspend as a result of staff vacancies.	-29
Minerals	253	-107	256	-169	-59	Underspend mainly due to charging out of staff to projects as a 'direct cost' and also over-achievement of other mineral related application fee income targets.	-53
Policy-Development Planning	456	-21	343	-21	-113	Underspend mainly as a result of vacant posts.	-100
Development Management	1,473	-1,252	1,300	-865	214	Overspend due to projected non-achievement of planning fee income target.	196
Tywi Centre	1	0	98	-41	57	Overspend due to consultants costs £24k re future operation of the Tywi Centre, £15k committed for CCC commitment to future maintenance costs and £18k deficit on core Tywi Centre in 16/17 - less grant income available in 16/17 to fund staff costs.	-0
Waste planning monitoring report (E)	25	-25	14	-25	-11	2015/16 Underspend - WG/ Planning has agreed that specific outcomes have been achieved and that there will be no clawback of grant	-11
Other Variances					-27		41
Grand Total					25		369

Mae'r dudalen hon yn wag yn fwriadol

Housing Revenue Account - Budget Monitoring as at 28th February 2017

	Working Budget £'000	Forecasted Actual £'000	Feb 2017 Forecasted Variance for Year £'000	Notes	Dec 2016 Forecasted Variance for Year £'000
Expenditure					
Repairs & Maintenance					
Responsive	1,634	1,749	115		86
Minor Works	2,450	2,927	477		569
Voids	2,170	2,242	72		204
Servicing	1,583	1,501	-82	Anticipated expenditure based on profiled spend to date	-33
Drains & Sewers	235	87	-148		-125
Grounds	715	715	0		-0
Unadopted Roads	100	100	0		0
Supervision & Management					
Employee	3,805	3,586	-220	Underspend due to vacant posts	-178
Premises	1,277	1,044	-233	Forecast underspend in maintenance costs -£17k, electric -£65k, Gas -£76k, Rent -£8k, water -£25k and Insurance premiums -£42k	-145
Transport	66	56	-10	Underspend on staff travelling	1
Supplies	890	1,006	116	Forecast underspends on printing -£11k, Admin, Operational & Office Equip -£37k, Computer hardware -£2k, Postages -£6k and Compensation -£31k. Offset by an overspend in Legal and Professional fees £79k, Misc expenses £85k, Projects and Activities £23k, Telephone £8k and Subscriptions £8k	133
Recharges	1,156	1,218	62	Underachievement of rechargeable income from capitalised salaries - vacant post part year	45
Provision for Bad Debt	678	202	-476	Provision for bad debt adjustment includes an estimate for write offs based on current data available	-418
Capital Financing Cost	13,981	13,827	-154	Reduction in principal payment- £86k and interest in existing and buy-out debt - £68k	-170
Central Support Charges	1,603	1,603	0		0
RF	406	829	423	Number of major voids continues to be high. Additional expenditure incurred to ensure efficient turnaround of empty properties. This will be partly funded by direct revenue financing of £500k	423
Total Expenditure	32,750	32,693	-57		392

Tudalen 42

Housing Revenue Account - Budget Monitoring as at 28th February 2017

	Working Budget £'000	Forecasted Actual £'000	Feb 2017	Notes	Dec 2016
			Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Income					
Rents	-36,061	-36,327	-267	Void loss prediction of 2.41% in current budget with a forecast loss of 1.99%	-275
Service Charges	-659	-739	-80	Forecast overachievement of service charge income	-81
Supporting People	-135	-135	0		0
Mortgage Interest	-3	-3	0		0
Interest on Cash Balances	-46	-48	-2	Increase in opening balance due to increased reserves in 2015/16 of £2m, offset by reduction in interest rate forecast.	-3
Insurance	0	-13	-13		0
Other Income	-735	-752	-17	An additional £14k commission on water rates and £3k other income	-33
Total Income	-37,638	-38,017	-379		-392
Net Expenditure	-4,888	-5,324	-436		-0

HRA Reserve	£'000
Balance b/f 1/4/16	9,121
Budgeted movement in year	4,888
Variance for the year	436
Balance c/f 31/3/17	14,445

Y BWRDD GWEITHREDOL Y DYDDIAD 02/05/2017

Diweddaru Rhaglen Gyfalaf 2016-17

Y Pwrpas: I adrodd y amrywiant cyllidebol yn y rhaglen gyfalaf.

YR ARGYMHELLION / PENDERFYNIADAU ALLWEDDOL SYDD EU HANGEN:

I dderbyn yr adroddiad diweddaraf ar y rhaglen gyfalaf a bod y trosglwyddiadau arian yn cael ei gymeradwyo.

Y RHESYMAU:

I ddarparu'r newyddion i'r Bwrdd Gweithredol ynglyn a sefyllfa gyllideb ddiweddaraf y rhaglen gyfalaf 2016/17, ar 28ain Chwefror 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 Pennaeth y Gwasanaeth:
Owen Bowen

Awdur yr Adroddiad:
Owen Bowen

Swydd:
Pennaeth Dros Dro y
Gwasanaethau Ariannol

Rhif ffôn: 01267 224886
Cyfeiriad E-bost:
OBowen@sirgar.gov.uk

EXECUTIVE SUMMARY
EXECUTIVE BOARD
2nd May 2017

This report provides members with an update on the Capital programme spend against budget for 2016/17 as at the 28th February 2017.

Variances

Appendix A which is shown departmentally, shows a forecasted net spend of £43,371k compared with a working net budget of £67,178k giving a **£-23,807k** 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 in detail below, there are no other implications associated with this report :

Signed: **O. Bowen**

Head of Financial Services

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 a net positive variance of **£-23,807m**, which will be incorporated into the 2017/18 capital programme.

The variance between the £27.6m million external income budget and the projected actual income of £23.6k is explained by the fact that external grants are claimed retrospectively and it will, therefore, be received in future years, once the expenditure that has slipped is incurred.

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: **O. Bowen**

Head of Financial 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:

THERE ARE NONE

Title of Document	File Ref No.	Locations that the papers are available for public inspection
2016-17 Capital Programme		Corporate Services Dept, County Hall, Carmarthen

Mae'r dudalen hon yn wag yn fwriadol

Capital Programme 2016/17

Capital Budget Monitoring - Report for February 2017

DEPARTMENT	Working Budget			Forecasted			Variance for Year £'000
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
COMMUNITIES							
- Public Housing	16,565	-6,025	10,540	14,799	-6,025	8,774	-1,766
- Private Housing	3,457	-657	2,800	3,117	-688	2,429	-371
- Social Care	2,974	-410	2,564	929	-410	519	-2,045
- Leisure	3,873	-1,050	2,823	479	-64	415	-2,408
ENVIRONMENT	25,581	-3,595	21,986	21,463	-2,543	18,920	-3,066
EDUCATION & CHILDREN	25,226	-10,015	15,211	18,897	-10,736	8,161	-7,050
CORPORATE SERVICES	1,836	-72	1,764	737	-72	665	-1,099
CHIEF EXECUTIVE							
- Regeneration	15,320	-5,830	9,490	6,518	-3,030	3,488	-6,002
TOTAL	94,832	-27,654	67,178	66,939	-23,568	43,371	-23,807

Mae'r dudalen hon yn wag yn fwriadol

Capital Programme 2016/17

Capital Budget Monitoring - Report for February 2017 - Main Variances

DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
COMMUNITIES								
- Public Housing	16,565	-6,025	10,540	14,799	-6,025	8,774	-1,766	
Fuel Switch - Gas Infrastructure	248	0	248	70	0	70	-178	Delays with British Gas on installation of pipeline. It is anticipated that this will be completed during 2017/18.
Internal Refurbishment	2,733	0	2,733	2,785	0	2,785	52	Opportunity taken to bring previously declined works up to CHS+, primarily when they become vacant.
Housing Minor Works	501	0	501	779	0	779	278	Additional pressures identified during year including urgent roofing replacement, cavity insulation failures and major structural works.
Rendering and External Works	1,692	0	1,692	1,300	0	1,300	-392	Budget being re-profiled to reflect current delivery - funding to slip to 2017-18.
Re-Roofing - Council Dwellings	917	0	917	1,030	0	1,030	113	Budget being re-profiled to reflect current delivery.
Environmental Works Project	380	0	380	324	0	324	-56	The number of projects identified are fewer than in previous years.
Adaptations and DDA Works	1,633	0	1,633	1,804	0	1,804	171	Increase in demand and additional large scale adaptations.
Housing Development Programme (New builds & Stock Increase Programme)	6,130	0	6,130	4,376	0	4,376	-1,754	Housing Development programme has been re-profiled to take account of Phase 1 new build starting in March 2017. We are projected to deliver significantly more than the 2016/17 target, of an additional 160 affordable homes by end of March 2017, by delivering a wide variety of solutions. As an example, the stock increase programme has been hugely successful with £3.9m being spent to purchase 37 homes, including homes that have been adapted to meet specific needs.
Other Projects with Minor Variances	2,331	-6,025	-3,694	2,331	-6,025	-3,694	0	
- Private Housing	3,457	-657	2,800	3,117	-688	2,429	-371	
Emergency Repairs Assistance	624	0	624	274	0	274	-350	Delays with agreeing proposals with legal, debtors and external partners. There are a number of applications within system that would fully commit the remaining budget. It is anticipated that the slippage will be fully spent within 17/18.
County Wide Steelwork Repair	43	0	43	22	0	22	-21	Low take up of loan offer by private householders to date.
Other Projects with Minor Variances	2,790	-657	2,133	2,821	-688	2,133	0	
- Social Care	2,974	-410	2,564	929	-410	519	-2,045	
Learning Disabilities Accommodation Developments	228	0	228	0	0	0	-228	Options are being considered for the location of future learning disability provision as part of a TIC review of the service.
Cartref Cynnes Development Carmarthen	576	0	576	344	0	344	-232	Contingencies included in contract not fully utilised - final sum yet to be agreed - Savings identified.
Llanelli Dyffryn Development Ammanford	260	0	260	162	0	162	-98	Contingencies included in contract not fully utilised - final sum yet to be agreed - Savings identified.
Extra Care - Llanelli Area	1,500	0	1,500	13	0	13	-1,487	Options/Appraisals being considered for potential scheme
Other Projects with Minor Variances	410	-410	0	410	-410	0	0	

Capital Programme 2016/17							Tudalen 50	Variance for Year £'000	Comment
Capital Budget Monitoring - Report for February 2017 - Main Variances									
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment	
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000			
- Leisure	3,873	-1,050	2,823	479	-64	415	-2,408		
Countryside Recreation & Access	676	-300	376	89	-55	34	-342	Monies being retained for potential grant match funding.	
Carmarthen Museum - Abergwili	750	0	750	37	0	37	-713	£250k planned match funding for 2017/18 for Tywi Gateway. Remainder planned match funding for HLF bid, scheme has re-profiled.	
Carmarthenshire Archives Relocation	250	0	250	50	0	50	-200	Design development 2016/17 with construction timetable to follow. Likely slippage to 2017/18.	
Carmarthen Park Velodrome	286	0	286	35	0	35	-251	Currently surface testing. Tenders Dec'16, works scheduled for Summer 2017. Fees and consultancy works only this year.	
Burry Port Harbour Dredging	400	0	400	40	0	40	-360	Report has been presented to community scrutiny - Jan 2017 on potential dredging solutions. Works to be completed in 2017/18.	
Closed Circuit Track	500	0	500	3	0	3	-497	Some initial fees for testing and consultancy works will be incurred this financial year. Final site selection for the facility will require political endorsement with anticipated completion in 2017/18.	
Pembrey Country Park - Strategic Infrastructure Development	1,000	-750	250	205	0	205	-45	Works to the play area in 16/17. Remaining spend on new toilet and shower block is likely to be carried out in 17/18.	
Other Projects with Minor Variances	11	0	11	20	-9	11	0		
ENVIRONMENT	25,581	-3,595	21,986	21,463	-2,543	18,920	-3,066		
Coastal Protection Works	356	0	356	263	0	263	-93	Tenders received and works commenced in January 2017 with a 16 week contract period, due to complete early 2017/18.	
Murray Street Car Park, Llanelli	149	0	149	0	0	0	-149	Expenditure profile being planned in accordance with whole of life care plan. Funding required for future year maintenance.	
Bridge Strengthening & Replacement	200	0	200	62	0	62	-138	Scheme delays owing to land issues - funding will be slipped to 2017/18.	
Local Transport Plan Grant Projects	2,502	-2,135	367	1,620	-1,396	224	-143	Scheme delays owing to land issues - Internal funding to be slipped to 2017/18 in order to fully utilise the LTF grant in 2016/17.	
Solar Panels Project	1,500	0	1,500	904	0	904	-596	Owing to local Grid capacity constraints and structural issues. A further phase of the project is to be explored to potentially incorporate solar panels with battery storage. Funding to be slipped to 2017/18.	
Play Equipment At Parc Howard	150	0	150	10	0	10	-140	Scheme being amended and re-located within the park	
Pantyglyn Retaining Wall, Llanybydder (Principal Road A485)	400	0	400	15	0	15	-385	Delay in progressing scheme because of the need to undertake advanced clearing works prior to detailed surveys. This will be slipped to 2017/18.	
Rural Estates Capital Schemes	300	0	300	30	0	30	-270	Currently at design stage with works scheduled for 2017/18. Funding to be slipped.	
Glanamman Industrial Estate Redevelopment	1,000	0	1,000	50	0	50	-950	Currently at design stage with works scheduled for 2017/18. Funding to be slipped.	
East Gate Development	414	0	414	253	0	253	-161	Additional external funding secured.	
Other Projects with Minor Variances	18,610	-1,460	17,150	18,256	-1,147	17,109	-41		

Capital Programme 2016/17

Capital Budget Monitoring - Report for February 2017 - Main Variances

DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
EDUCATION & CHILDREN	25,226	-10,015	15,211	18,897	-10,736	8,161	-7,050	
MEP External Funding Income	0	-9,729	-9,729	0	-10,450	-10,450	-721	This positive variance will be applied to future projects within the MEP programme. Re-Profile of MEP funding required due to profile of Band A Schemes Works.
Education DDA Act Works	131	0	131	240	0	240	109	Number of DDA requests higher than anticipated (Statutory function).
Ffwrnes - New Two Form Entry School	943	0	943	190	0	190	-753	Savings on project - final costs less than originally budgeted for.
Dinefwr Project - Dyffryn Aman	323	0	323	165	0	165	-158	To be slipped to pay for retentions due in 2017-18.
Dinefwr Project - Ysgol Bro Dinefwr	1,256	0	1,256	1,046	0	1,046	-210	To be slipped to pay for retentions due in 2017-18.
Ysgol Pen Rhos CP School - New Two Form Entry (Formerly Seaside)	3,333	0	3,333	3,150	0	3,150	-183	Welsh Government delay with approval of Business Case. Slip to 2017/18.
Llangadog - Major Redevelopment	2,041	0	2,041	260	0	260	-1,781	Delay owing to change in brief for the Cwm Tywi Area. Slip to 2017/18.
Ysgol Trimsaran - New School Building	3,924	0	3,924	3,040	0	3,040	-884	Works on site delayed due to tender process with contractor. Slip to 2017/18.
Ysgol Y Strade - Phase 1	202	0	202	372	0	372	170	Additional roof works
Llandeilo Primary	107	0	107	10	0	10	-97	Scheme delayed in programme - slippage, no impact on overall scheme cost
Ammanford Primary	99	0	99	20	0	20	-79	Scheme delayed in programme - slippage, no impact on overall scheme cost
Parc Y Tywyn Band A	3,526	0	3,526	1,500	0	1,500	-2,026	Due to original projection of spend being optimistic - re-profile required
Llanelli Vocational Village	484	0	484	1,239	0	1,239	755	Additional works funded by school
Laugharne - Transfer Double Mobile Classroom	237	0	237	40	0	40	-197	Mobile classroom no longer required - Design works ongoing for main scheme.
Rhydygors - Refurbishment/Re-configuration	200	0	200	10	0	10	-190	Design costs in year lower than anticipated - no impact on overall scheme cost
Pontyberem CP - Refurbishment/Re-configuration	400	0	400	110	0	110	-290	Design costs in year lower than anticipated - no impact on overall scheme cost
Carmarthen West Phase 1	70	0	70	0	0	0	-70	Project not progressed as anticipated as wider development scheme is on hold.
Rhys Prichard Relocation	0	0	0	100	0	100	100	New scheme introduced into MEP Programme
Ysgol Coedcae - Phase 1	4,225	0	4,225	3,050	0	3,050	-1,175	Works progressing on site, lower spend in year than anticipated, re-profile required, no impact on overall scheme cost.
John Lloyd	405	0	405	854	0	854	449	Business Case completed and approved ahead of schedule, works have progressing well to date
Ysgol Dewi Sant	223	0	223	300	0	300	77	Initial site selection and design works being carried out ahead of schedule
Other Projects with Minor Variances	3,097	-286	2,811	3,201	-286	2,915	104	

Capital Programme 2016/17							Tudalen 52	Variance for Year £'000	Comment
Capital Budget Monitoring - Report for February 2017 - Main Variances									
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment	
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000			
CORPORATE SERVICES	1,836	-72	1,764	737	-72	665	-1,099		
IT Strategy Developments	1,755	0	1,755	656	0	656	-1,099	Various projects on hold pending review of collaboration opportunities	
Other Projects with Minor Variances	81	-72	9	81	-72	9	0		
CHIEF EXECUTIVE									
- Regeneration	15,320	-5,830	9,490	6,518	-3,030	3,488	-6,002		
Rural Enterprise Fund	2,000	-1,000	1,000	0	0	0	-1,000	Funds committed at stage 1, some projects will commence construction in 2016/17 majority in 17/18	
Transformation Commercial Property Development Fund	3,330	-1,830	1,500	0	0	0	-1,500	Fully committed at stage 1 but project delivery will be in 2017-18	
Health & Safety Remediation Works	100	0	100	24	0	24	-76	Works identified during assessments in 2016/17 will be delivered in 2017/18. The budget is required to meet associated costs.	
Opportunity Street (Llanelli)	445	0	445	1,095	-1,100	-5	-450	Building works will continue beyond March and into 2017/18. Funds are required to meet associated costs. All WG funding will be drawn down by the end of March with the full grant allocation being secured as per target.	
Pembrey Peninsula Study	100	0	100	10	0	10	-90	Part of study will be completed this financial year. Further works will continue into 2017/18 with the budget required to meet associated costs.	
Llanelli Regeneration Plan	100	0	100	24	0	24	-76	Works will have commenced 2016/17 and will continue beyond March into 2017/18. Funds required to meet associated costs	
Laugharne Carpark	220	0	220	17	0	17	-203	Further tests required following results of ground conditions report. Construction delivery now expected in 17/18	
Pendine Iconic International Visitors Destination	1,300	0	1,300	257	-115	142	-1,158	Profile to be adjusted as increased drawdown of Welsh Government Funding expected in 16/17. Land acquisition costs also expected in 17/18 and not 16/17 as profiled. Funding required to ensure project delivery over the next three financial years.	
Ammanford Town Centre Regeneration	446	0	446	58	0	58	-388	Budget to support the Ammanford Regeneration Development Grant. Applications received and due to be committed in 2016/17. However project delivery will be in 2017/18 and funding paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet these commitments.	
Cross Hands East Enabling Fund	850	0	850	0	0	0	-850	Subject to final scheme approval and linked to anticipated WG funding package (Property Development Fund). Applications have been sought and decision on Stage 1 grant allocations will be made March/April. Project delivery will be in 2017/18 and funds will be paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet this commitment	
Margaret St - Retaining Wall & Road Widening	230	0	230	73	0	73	-157	The construction of the new retaining wall is currently being undertaken and scheduled to complete end of March 2017 however the road widening element will be undertaken in 17/18 to tie in with the proposed private sector led redevelopment of the site.	
Other Projects with Minor Variances	6,199	-3,000	3,199	4,960	-1,815	3,145	-54		
TOTAL	94,832	-27,654	67,178	66,939	-23,568	43,371	-23,807		

Y BWRDD GWEITHREDOL

2AIL MAI 2017

Fersiwn Diwygiedig o'r Polisi Gweithio Ystwyth

YR ARGYMHELLION / PENDERFYNIADAU ALLWEDDOL SYDD EU HANGEN:

- Ystyried a chymeradwyo'r fersiwn diwygiedig o'r Polisi Gweithio Ystwyth.

RHESYMAU:

Nod y Polisi hwn yw manteisio i'r eithaf ar y cyfleoedd ar gyfer gweithio ystwyth i gefnogi ein hamcanion strategol drwy'r canlynol:

- **Moderneiddio'r gwasanaethau a ddarperir:** mae defnyddio technoleg newydd i ddarparu gwasanaethau yn golygu bod modd hwyluso'r prosesau a bod yn agosach at y cwsmeriaid.
- **Recriwtio a Chadw:** Bydd arferion gwaith gwahanol yn ein helpu i recriwtio a chadw gweithwyr a werthfawrogir.
- **Strategaeth Swyddfeydd:** bydd gweithio ystwyth yn helpu i leihau'r anghenion o ran swyddfeydd a defnyddio adeiladau'n fwy effeithiol.
- **Agenda gweithio hyblyg:** bydd gweithio ystwyth yn ategu'r agenda ehangach o ran cael cydbwysedd rhwng bywyd a gwaith, a fydd yn rhoi bod i weithlu mwy cynhwysol.
- **Amgylcheddol:** gall gweithio ystwyth olygu bod llai o deithiau car, bod llai o dagfeydd yn ystod yr oriau brig, a bod llai o lygredd yn cael ei greu.

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 O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Y Cyng. Mair Stephens (A.D.)

Y Gyfarwyddiaeth

Paul Thomas

Awdur yr Adroddiad:

Ann Clarke

Swydd:

Y Prif Weithredwr
Cynorthwyol (Rheoli Pobl)

Partner Busnes Arweiniol
(Adnoddau
Dynol/Gwasanaethau Pobl)

Rhifau ffôn: / Cyfeiriadau E-bost:

PRThomas@sirgar.gov.uk
01267 246123

ALClarke@sirgar.gov.uk
01267 246167

EXECUTIVE SUMMARY

EXECUTIVE BAORD

2ND MAY 2017

Revised Agile Working Policy

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

Background

The Council has long recognised the potential organisational benefits to be achieved through effectively adopting agile working practices, including financial and environmental savings, and a considerable amount of work was undertaken by a previous corporate agile working group which put in place many of the necessary 'building blocks' to support the effective roll out of the agile agenda; but these initiatives have met with limited success. Therefore it was proposed that the governance arrangements and capacity afforded by the TIC Programme could assist with re-energising and resourcing this area of work.

To be updated

Key principles of Agile Working

In order for agile working to become successfully embedded Executive Board are requested to consider the adoption of the following key principles applicable to everyone:

- We recognise that the quality of our service delivery will determine whether a particular way of working is successful;
- We recognise that there is no one size fits all solution. Different types of work require different solutions. What can work in one area may not be possible in another;
- We want to encourage innovation but we also don't want a situation "where anything goes". It is also not a free for all where any one individual can decide "what's right for them" and then go off and do it. We provide a framework that allows the individual, the team and the manager to take responsibility for finding ways of working that is best for our customers, our teams and our organisation;
- We believe that our managers and their teams having open discussions together can inspire innovation and change how we work and lead to better results;
- We expect our employees to work with their managers to agree realistic work objectives and for managers to manage day to day performance wherever an employee is working.

The Agile Working Policy:

- The Agile Working Policy was initially adopted by the Authority in July 2010. Its primary focus at that time was to enhance flexible working arrangements for our employees, the team and the division/department. In reality requests for agile working were individually driven rather than as part of a structured approach to enhancing corporate agility with our organisation.
- The revised Agile Working policy has been reviewed by the TIC Agile Delivery Group and has taken account of feedback from the Vodafone agility survey, the 'Day in the life of'

studies, feedback from the Managers Conference and pilot agile working office relocations, e.g. Street Scene relocation from Pibwrlwyd to Parc Myrddin.

- This is not a HR policy but a corporate policy that brings together the people, property, process and ICT technology aspects required to support our organisation's agility.
- It applies to all office based employees at all levels within our organisation and its success depends on leadership through example.
- The policy introduces 3 main work styles:
 - a) **Fixed worker** – This is an employee whose role is required to be in a fixed location for the majority of their time. A desk in a fixed location is usually required, though this desk could be shared with another employee e.g. a Receptionist within a fixed reception area.
 - b) **Flexible worker** - This category of worker is primarily required to work from a single building, (in comparison with a field worker who would work across several sites) but is not required to have a fixed desk location. There is an option for teams to have zoned areas where sitting together is an essential element of their role. However, only some of the team is in one place at any one time (facilitated by natural absences, working offsite, attending meetings, working from home etc). This will mean that there will be fewer workstations than there are workers and they will be required to share.
 - c) **Field Worker** - Field workers are employees who spend more than 50% of their time working at a variety of locations and spend some of their time interacting with the core service area. The main aspect of the employee's job involves visiting other Council locations and/or client sites around the County.
- The policy adopts the following desk ratio principles to support agile working and our accommodation strategy to enable potential estate rationalisation, going forward:
 - a) **Fixed worker** – desk ratio is 1:1 – each fixed worker has his/her own desk although during periods of absence, this desk may be used by other employees and therefore clear desk principles apply. (Approx. 20% of our workforce)
 - b) **Flexible worker** – desk ratio no more than 8:10 – for every 10 members of staff the number of desks will not exceed 8. (Approx. 70% of our workforce)
 - c) **Field worker** – desk ratio no more than 2:10 – for every 10 members of staff the number of desks will not exceed 2. (Approx. 10% of our workforce)

DETAILED REPORT ATTACHED?	No
---------------------------	----

INTEGRATION

I confirm that the Community Strategy Integration Tool has:

Signed: **R. Mullen Director of Environment (Strategic Lead – TIC Digital Transformation Project)**

IMPLICATIONS

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

Signed: **R. Mullen Director of Environment (Strategic Lead – TIC Digital Transformation Project)**

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	People Management and Performance	Physical Assets
Yes	None	Yes	Yes	None	Yes	Yes

Policy

- An updated agile working policy is attached for consideration to support the Council’s strategic aims ‘Building a Better Council’ and ‘Making Better Use of Resources’ .

Finance/Physical Assets

- A project delivery plan has been developed which sets out key priorities for the project and time-lines for implementation. This plan has been aligned with the objectives of the authority’s Accommodation Strategy with a view to supporting the delivery of associated financial savings.
- The first phase of the plan aims to support the delivery of £130k of efficiency savings linked to the rationalisation of buildings in Carmarthen, although it is anticipated that additional savings will be achieved through further implementation of the agile approach in other buildings together with additional savings to be achieved via mobile working and hot-desking initiatives.
- Work undertaken by Vodafone as part of a high level business case identified that a move to a 70% ratio of field/flexible workers could result in £4m of savings. Vodafone have been engaged to undertake a further detailed business case to identify the specific savings that could be achieved from the roll out of the agile approach. Vodafone have also been commissioned to undertake a space survey at 3, Spilman Street.
- The agile working policy is not a home working policy but encourages employees to work from any suitable location provided this enhances service delivery. In limited circumstances it may be in the interest of the service for a particular employee’s work base to be at home. In such circumstances, CCC desk space will be relinquished as a saving to the service unit and instead the employee eligible to claim a homeworking allowance to offset additional household costs based on the HMRC rate of £4 per week or £18 per month for monthly paid employees. This does not apply to ad hoc or informal homeworking arrangements and will be funded from existing delegated budgets.

ICT

Work undertaken by Vodafone as part of a high level business case identified that a move to a 70% ratio of field/flexible workers could result in £4m of savings. ICT will facilitate the deployment of the appropriate devices and technology to ensure staff can work agile in line with this Policy and achieve the desired workforce ratio of 70% field/flexible.

People Management

- The existing Agile Working Policy has been reviewed and updated and further supporting guidance is being developed. An initial job classification exercise has also been undertaken to support the initial set-up of the pilot projects. Consultation on the revised Agile Working Policy has concluded with recognised Trades Unions as part of the implementation plan and communication strategy on the Vodafone job classification project.

CONSULTATIONS

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

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

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

1. Local Member(s) N/A

2. Community / Town Council N/A

3. Relevant Partners N/A

4. Staff Side Representatives and other Organisations Consultation with recognised trades unions via the Corporate Employee Relations Group on the revised Agile Working Policy

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

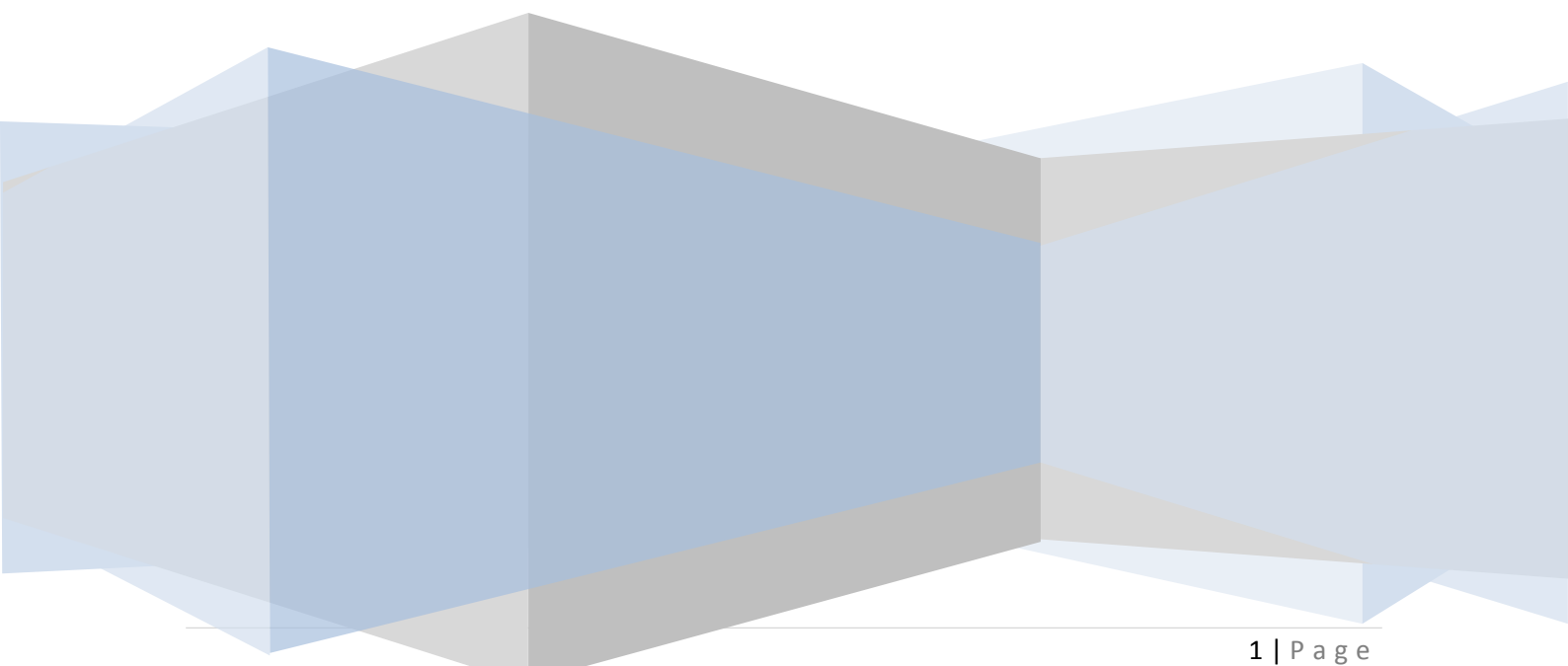
Mae'r dudalen hon yn wag yn fwriadol

Carmarthenshire County Council



AGILE WORKING POLICY

Draft Version 3: November 2016



1 | Page

Agile Working Policy
EBM: 28 October 2010
Reviewed: XXXX



Tudalen 59

CONTENT	PAGE NUMBER
Policy statement	3
Aims and objectives	3
Scope	4
Principles of agile working	4
Health and safety	4
Keeping data safe	5
Agile work style	5
Agile working hours	5
Agile working space	6
Agile working technology (ICT)	9
Homeworking	9
Ensuring equality of opportunity	10
Appendix 1 – Fixed worker	11
Appendix 2 – Flexible worker	12
Appendix 3 – Field worker	13

AGILE WORKING POLICY

POLICY STATEMENT

We (Carmarthenshire County Council) are striving to develop modern working practices that help you (our employee) to deliver your work in the heart of our community, whilst at the same time allowing you to balance work and life demands. We know that work performance is better if you are able to have flexibility in your working arrangements, and we want to support this.

Agile Working isn't about home working it's about being where you need to be to do your job most effectively. It is the term used to describe how you can work from any location, whether it is from a Council building, in the community, from home or any combination of these.

We want to make sure that working in an agile way doesn't mean that service delivery suffers in any way. In fact, we want to deliver a better service. We also want to make sure that you know what is expected of you when working in an agile way, to ensure that there is fairness and equity amongst staff and that working arrangements are safe. This policy addresses these issues.

Agile working is about flexibility and as such it is difficult to apply a rigid set of rules around it. You are expected to enter into the spirit of this policy and to remember that agile working brings a responsibility to co-operate with your colleagues and your manager.

It applies to all office based employees at any level within our organisation. The extent of agile working will vary according to the job role, and the main consideration is the impact on access to services by the public and also your general wellbeing.

AIMS AND OBJECTIVES

The aim of this Policy is to maximise agile working opportunities to support our Strategic objectives by:

- **Modernising service delivery:** using new technology to deliver services provides possibilities for streamlining processes and being closer to our customers.
- **Recruitment and Retention:** Different working practices will help us to recruit, and retain valued employees.
- **Accommodation strategy:** agile working will help to reduce accommodation needs and make more effective use of buildings.

- **Flexible working agenda:** agile working will support the wider work-life balance agenda, supporting a more inclusive workforce.
- **Environmental:** agile working can lead to fewer car journeys, reduced congestion at peak times and reduced pollution.

SCOPE

This Policy applies to all Carmarthenshire County Council employees except for staff on the complement of Locally Managed Schools for which locally agreed arrangements will apply.

It is recognised that within integrated services you may be working alongside staff employed by our partner organisations. The latter will need to refer to their organisational policies or appropriate joint protocols regarding agile working but nevertheless we encourage close working relationships and agile working practices.

PRINCIPLES OF AGILE WORKING

In order for agile working to become successfully embedded you are encouraged to work together with your team and your manager to explore and agree the agile working principles that are best suited for your service area:

Our approach is that we hold to a set of guiding principles that are applicable to everyone:

- We recognise that the quality of our service delivery will determine whether a particular way of working is successful;
- We recognise that there is no one size fits all solution. Different types of work require different solutions. What can work in one area may not be possible in another;
- We want to encourage innovation but we also don't want a situation "where anything goes". It is also not a free for all where any one individual can decide "what's right for them" and then go off and do it. We provide a framework that allows you, your team and your manager to take responsibility for finding ways of working that is best for our customers, our teams and our organisation;
- We believe your manager and your team having open discussions together can inspire innovation and change how we work and lead to better results;
- We expect you to work with your manager to agree realistic work objectives and for your manager to manage day to day performance wherever you are working.

HEALTH AND SAFETY

We have a responsibility for your health and safety, which includes when you are working in an agile working environment. You can see details of all our health and

safety policies relating to the workplace on the intranet. This will include specific guidance on desk set-up if you're working flexibly in the office or a remote location. If you require any further advice and guidance please contact the Health and Safety Team.

KEEPING DATA SAFE

With more people coming and going into the offices, keeping our data safe is vital. This includes keeping your mobile phones with you, locking files and laptops away at night, having secure remote access to our internal network and password protecting screens and sensitive documents. You can find all of our data security policies on the Information Governance pages of the intranet.

AGILE WORK STYLE

In order to imbed agile working we need to understand the way in which you work. To do this we need to agree your 'work style' and outline the way in which different teams currently work.

The most common work styles are:

1. Fixed Worker
2. Flexible Worker
3. Field Worker

The key consideration for each work style is contained in **Appendix 1**.

The three agile 'work styles' described do not replace our Flexible Working Policy which is still available to you if you wish to make a request to work a particular flexible working pattern.

Your role may not easily fit into one 'work style' so your manager will work with you to determine the closest match.

The most appropriate 'work style' will be recommended to you following a corporate desktop exercise for each post. Your manager will explore the most appropriate work style with you and your team to ensure you understand the concept of our new way of working, how it will benefit you and us but most importantly our customers.

Your 'work style' will be recorded against your post and job profile. Your 'work style' should be reviewed on a regular basis through one to ones/supervision and the Helping People to Perform (HPP) appraisal process where your duties change and these need to be reflected in a revised job profile.

AGILE WORKING HOURS

When agile working, if it fits in with the needs of your customers and your team, there is the possibility of working anytime between 7am and 7pm, in line with our Flexitime Scheme unless you have fixed working hours in your contract. You should ensure that your contractual hours are distributed sensibly across the working week and take into account the team within which you work:

- This is not about squeezing all your hours together to get work over and done with! Your hours need to be worked from Monday to Friday if you are contracted full time or in line with an agreed contractual working pattern or rota;
- It's not about working from home the same day every week, i.e. a Friday or always leaving early on a Monday; we are a team and want to encourage fairness and face to face collaboration across all days of the working week;
- The agreement to work flexible hours is conditional on your manager's approval and where it makes sense for service delivery and the team in which you work.

Work performance often improves with flexible working arrangements, though where there are concerns about your performance as a result of Agile Working your manager is expected to address this with you and adapt your agile working arrangement accordingly.

AGILE WORKING SPACE

Agile working enables you to work from a variety of locations to best serve our customers and improve service delivery. The degree of agile working will depend on the service being delivered and your role.

In most cases your service will have a 'core' location or series of 'core' locations. Your manager is expected to maximise the agility of your team and encourage you to work flexibly and at/from different locations if this improves efficiency and enhances service delivery.

Typical examples include:

- Working from the core location or designated contractual work base
- Working from an office desk anywhere in the county
- Working from customers' premises
- Working from designated partners' premises, eg. Health and Education premises
- Working from other Council establishments, eg. Library, Leisure Centres, Museums
- Working from home (Please refer to section on Homeworking)

To support the three 'workstyles' and new ways of working, we will provide facilities throughout the County for you to make use of.

These are described below:

1. Dedicated team desk zones

Team 'zones' refer to a designated area where you work when at your base. If appropriate to your role you can work from any County location and all managers must ensure that employees are comfortable and welcomed when 'touching down' at temporary team desks and zones.

Desks will be equipped with desktop computers or overtime equipped with a docking station for laptops and located in areas covered by WiFi connectivity with phones and network printing available. These are already located in our libraries but will also be located in all our main buildings and where appropriate, satellite sites such as Resource Centres and other corporate buildings.

2. Informal 'hot desk' zones

A hot desk refers to a designated work space for any employee to use at any time. Where applicable, informal 'hot desks' should be made available for use by any visiting staff, who should approach a team member to ask if they may work from a free desk within that team zone.

Areas will be covered by WiFi connectivity with phones and network connectivity, to enable staff to work effectively. Every employee should welcome a visiting employee into their work space and signpost to the nearest kitchen, rest room and toilets.

3. WiFi hotspots

In addition to providing WiFi in our office accommodation we will continue installing WiFi hotspots in areas where mobile data services are not available, eg. located in our buildings such as libraries and establishments to enable connectivity from outside the premises on an ad hoc basis.

4. Quiet working areas

In all accommodation configured for agile working, it is necessary to provide offices dedicated to quiet working. Typically, these areas will have desktop computing facilities without phones. They are available to you if you need to focus wholly on a particular piece of work and are designed for short term use

rather than long term occupation. These offices need to be managed in accordance with the corporate room booking protocol in order to prevent individual ownership taking place.

5. Breakout areas

Breakout areas should be considered as part of the planning and design of any agile work space. As part of any analysis of the day to day work pattern of each team, it will become evident where areas for specific work tasks should be provided. These may take the form of, eg. a workspace to enable building plans to be viewed and discussed, for collaborative working to take place or informal meetings to be held. These breakout areas reduce the need for larger desks in specific areas, reduce the meeting room requirements and help team members collaborate in an agile working environment.

6. Confidential work space

It is inevitable that there will be occasions when you will need space to discuss and complete confidential pieces of work. Therefore, when planning office layouts thought should be given to providing some space to complete this type of work.

Whilst some of the above areas are currently available across the office portfolio, the provision of further facilities will follow on from detailed reviews of the present arrangements and uses made of our various offices. Consultations will be undertaken with occupiers on the design of office layouts to ensure the provision of the above spaces and facilities enhances service delivery whilst making the best use of our assets. The Head of Property Maintenance and Construction will be responsible for the review of present office layouts and future design in conjunction with the relevant services.

Workspace housekeeping

1. Clear desk principles

As all desks may be used by any employee of the Authority, adopting clear desk principles will assist with the changes in working practice, you will feel more comfortable working from a desk that has not been personalised. There is an expectation therefore, that when you vacate a desk to enable usage by another employee, you will leave it clear, with no materials left other than the standard IT kit provided by us.

2. Room booking for meetings space and hot desks

In addition to dedicated team desk zones and informal hot desks a central room booking system will be introduced and implemented across our organisation to book all shared meeting and formal hot desk space.

3. Designated Base

You will continue to have a designated base for travel claims purposes, although you may choose to work from an alternative location to allow for improved efficiency, effective service delivery and reduce travel claims, subject to agreement by your manager.

4. The agile working desk ratio

We will adopt the principles of an agile working desk ratio to support agile working and our accommodation strategy to enable potential estate rationalisation, going forward:

Fixed worker – desk ratio is 1:1 – each fixed worker has his/her own desk although during periods of absence, this desk may be used by other employees and therefore clear desk principles apply.

Flexible worker – desk ratio no more than 8:10 – for every 10 members of staff the number of desks will not exceed 8.

Field worker – desk ratio no more than 2:10 – for every 10 members of staff the number of desks will not exceed 2.

AGILE WORK TECHNOLOGY (ICT)

An essential feature of 'agile working' is the use of information and communications technologies to enable new ways of working and moving away from the traditional office environment:

For each of the 'work styles' listed, it will be necessary to provide a range of technology solutions. While it is anticipated that the provision of this technology will enable approximately 80% of staff in each work style to work in an efficient and effective manner, it is inevitable that an element of bespoke configuration or the provision of additional equipment will be required in specific circumstances.

The table below suggests the technology solutions that should be made available to each work style, as determined by the Head of IT & Central Support Services:

Work Style	Role Example	Technology	Optional
Fixed Worker	Receptionist. Contact point staff	Desktop PC Fixed Telephone	
Flexible Worker	Office based staff. Managers.	Laptop or tablet Agile working desk Telephone Access to touch down zones	Mobile phone Softphone Smart phone
Field Worker	Social Workers. Highways Engineers. Building Inspectors.	Laptop or tablet Agile working desk Mobile phone Access to touch down zones	3G/4G data connection Smart phone

HOMEWORKING

This section is for anyone who may work from home, whether it is on an occasional ad-hoc basis or as a 'designated home worker' agreed with your manager and a home working agreement in place.

We wouldn't expect you to work on an ad hoc basis more than two days week and not on the same days every week, unless you are a 'designated home worker' and these arrangements are agreed with your manager.

You may want to contact anyone with an interest in your property (e.g. mortgage lenders, landlords, leaseholders, Building and Contents insurer) to make sure there isn't anything they need to consider when home working.

Tax – Dedicated home workers (employees who are permanently home based) will be paid an allowance by the council to cover the costs of working from home. This will be the rate set by HMRC each tax year and so won't be taxed.

ENSURING EQUALITY OF OPPORTUNITY

In considering agile working managers must adopt a positive, open and fair approach and ensure the Authority's Equality and Diversity Policy is adhered to and

applied consistently to all irrespective of race, colour, nationality, ethnic or national origins, language, disability, religion and belief or non-belief, age, sex, gender reassignment, sexual orientation, maternity, parental, marital or civil partnership status.

If you have any equality and diversity concerns in relation to the application of this policy and procedure, please contact a member of the HR Team who will, if necessary, ensure the policy/procedure is reviewed accordingly.

If you require this publication in an alternative format please contact People Management on Ext 6184 or email PMBusinessSupportUnit@carmarthenshire.gov.uk

<p>Definition</p>	<p>FIXED DESK WORKER This is an employee whose role is required to be in a fixed location for the majority of their time. A desk in a fixed location is usually required, though this desk could be shared with another employee e.g. a Receptionist within a fixed reception area.</p>
<p>Equipment</p>	<p>The Authority will supply, where relevant, the necessary equipment to enable the employee to perform their role.</p> <p>The ICT Manager will determine the technological requirements.</p>
<p>Code of Conduct</p>	<p>The content of the Agile Working Policy outlines the parameters in which the employee should work. Specifically for this work style, the following applies:</p> <ul style="list-style-type: none"> • The provisions of the Data Protection Act 1998 must be complied with in relation to the security of information; • Employees have responsibilities under HASWA 1974 to take reasonable care of their own health & safety and that of others who may be affected by their acts or omissions at work; • To adhere to all Council Policies and Procedures; • Fixed desk employees will adhere to a clear desk policy and keep the desk clean. Any desk may be used by any member of staff, however, special regard will be given to adapted workstations; • Employees should not keep any personal belongings on a fixed desk e.g. photos when they vacate the desk at the end of the day;

Definition	<p>FLEXIBLE WORKER</p> <p>This category of worker is primarily required to work from a single building, (in comparison with a field worker who would work across several sites) but is not required to have a fixed desk location. There is an option for teams to have zoned areas where sitting together is an essential element of their role. However, only some of the team is in one place at any one time (facilitated by natural absences, working offsite, attending meetings, working from home etc). This will mean that there will be fewer workstations than there are workers and they will be required to share. Flexible workers may work from home on an occasional basis.</p>
Equipment	<p>Flexible workers will have access to desk space and IT equipment, though the same equipment may be used by other employees. Hot desk workers will not have a workstation which is for their exclusive use only.</p> <p>The ICT Manager will determine the technological requirements.</p>
Code of Conduct	<p>The content of the Agile Working Policy outlines the parameters in which the employee should work. Specifically for this work style, the following applies:</p> <ul style="list-style-type: none"> • The provisions of the Data Protection Act 1998 must be complied with in relation to the security of information; • Employees have responsibilities under HASWA 1974 to take reasonable care of their own health & safety and that of others who may be affected by their acts or omissions at work; • To adhere to all Council Policies and Procedures; • Flexible workers should be considerate – other people will be using the facility so should replace general stationery items if they become depleted; • Flexible workers will adhere to the clear desk guidance and keep the desk clean as they will be sharing the desk with other employees. Any desk may be used by any member of staff, however, special regard will be given to adapted workstations; • Employees should not keep any personal belongings on a hot desk e.g.photos when they vacate the desk at the end of the day; • Anyone using an adapted workstation as a hot desk must ensure that either the equipment settings are not changed or are returned to their original setting if they are changed.

Definition	<p>FIELD WORKER</p> <p>Field workers are employees who spend more than 50% of their time working at a variety of locations and spend some of their time interacting with the core service area. The main aspect of the employee’s job involves visiting other Council locations and/or client sites around the County.</p> <p>Field workers are able to work from a variety of locations, which may include Council and non Council sites or from home.</p> <p>Employees who work in the field will also have access to bookable work spaces (in the same location as their service area) if they require them and/or work at home on an occasional basis.</p>
Equipment	<p>The Council will supply, where relevant, the necessary equipment to enable the employee to perform their role whilst working in the field. It is not expected that home working will be any more than occasional for field workers and so the employee will be responsible for providing their own broadband.</p> <p>The ICT Manager will determine the technological requirements.</p> <p>When working from home, the employee must ensure they have an appropriate workspace with adequate security, storage and screening from activities.</p> <p>The field worker is responsible for providing an appropriate chair and desk for home use (if relevant). The chair should be stable and allow freedom of movement and be adjustable in height with an adjustable back (height and tilt). Appropriate H & S self assessment checks must be undertaken by the employee in line with H & S guidance available on the intranet.</p>
Code of Conduct	<p>The content of the Agile Working Policy outlines the parameters in which the employee should work. Specifically for this Work style, the following applies:</p> <ul style="list-style-type: none"> • The provisions of the Data Protection Act 1998 must be complied with in relation to the security of information; • Employees have responsibilities under HASWA 1974 to take reasonable care of their own health & safety and that of others who may be affected by their acts or omissions at work; • To adhere to all Council Policies and Procedures; • When Hot Desk Working, the Field Worker should be considerate – other people will be using the facility so should contact the Business Support Unit if general stationery items become depleted; • When Hot Desk Working, the Field Worker will adhere to the clear desk guidance as they will be sharing the desk with other employees. Any desk may be used by any member of staff, however, special regard will be given to adapted workstations; • When Hot Desk Working, the Field Worker should not keep any personal belongings on a hot desk e.g. photos when they vacate the desk at the end of the day; • When Hot Desk Working on an adapted workstation, the Field Worker must ensure that either the equipment settings are not changed or are returned to their original setting if they are changed.

Y BWRDD GWEITHREDOL 2AIL MAI 2017

Strategaeth Trawsnewid Digidol 2017 - 2020

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

Cytuno i gynnwys y Strategaeth Trawsnewid Digidol 2017 - 2020

Y Rhesymau:

Mae angen strategaeth trawsnewid digidol sydd yn nodi ein blaenoriaethau digidol a dyheadau y Cyngor ac yn amlinellu'r hyn y bwriadwn ei wneud i gyflawni ein gweledigaeth ar gyfer Sir Gaerfyrddin digidol.

Ymgynghori â'r pwyllgor craffu perthnasol – Pwyllgor Craffu Polisi ac Adnoddau Ebril 28ain 2017

Angen i'r Bwrdd Gweithredol wneud penderfyniad - Oes

Angen i'r Cyngor wneud penderfyniad – Na

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

Y Gyfarwyddiaeth:

Cyfarwyddwr : Ruth Mullen

**Awdur yr Adroddiad:
Noelwyn Daniel**

Swyddi:

**Cyfarwyddwr yr
Amgylchedd a
Chadeirydd Grŵp Ilywio
Trawsnewid Digidol**

**Penaeth Gwasanaeth
TGCh**

Rhifau ffôn/ Cyfeiriadau E-bost

**01267 224647
Email Address:
RMullen@sirgar.gov.uk**

**01267 224476
NDaniel@sirgar.gov.uk**

EXECUTIVE SUMMARY
EXECUTIVE BOARD
2ND MAY 2017

SUBJECT

Digital Transformation Strategy 2017-2020

BRIEF SUMMARY OF PURPOSE OF REPORT

The Digital Transformation Strategy sets out the Council's strategic digital priorities and aspirations and outlines what we plan to do to achieve our vision for a Digital Carmarthenshire. Technology is becoming increasingly pervasive across all sectors and becoming integrated in many aspects of our lives. Carmarthenshire County Council needs a digital transformation strategy because digital technology has the potential to transform the County and the lives of residents while generating long-term savings for the Council.

The Strategy provides clarity on :

- Our digital vision for Carmarthenshire
- What is a Digital Transformation Strategy
- Building the Digital Foundations in Carmarthenshire
- Key Priority Areas
 - Digital Customer Services
 - Digital Workforce
 - Digital Communities & Business
 - Digital Collaboration
- Key Projects to be delivered
- Resources Required to deliver the Digital vision

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: Signed: Noelwyn Daniel

Head of ICT

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

1. Policy, Crime & Disorder and Equalities

The Digital Transformation Strategy is aligned to delivering key outcomes of the Corporate Strategy and the Authorities Future Generations Well Being Plan. Embedded within the action plans for delivering the key projects are the five sustainable development principles.

2. Finance

Funding has been identified to assist in delivering the Key Projects within the Digital Transformation Strategy. Savings realised from the delivery of these projects will be monitored by the Digital Transformation Steering Group and the TIC Programme Board.

3. ICT

There will be a significant impact on ICT resource to deliver the key priorities identified within the Digital Transformation Strategy. The ICT Service has re-aligned to ensure it can deliver these projects.

4. Risk Management Issues

All risks associated with the delivery of the projects within the Digital Transformation Strategy will be managed by the Project Managers.

5. Staffing Implications

There are potential staff implications from the delivery of the Agile agenda that will require staff to work differently. An Agile working Policy is being established. Consideration is being given to the appointment of dedicated staff to deliver certain projects within the Strategy.

6. Physical Assets

There are potential implications to our office buildings when implementing the Agile agenda. These implications will be managed as part of our Office Accommodation Strategy.

CONSULTATIONS

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

Signed: Noelwyn Daniel Head of ICT

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: THESE ARE DETAILED BELOW :-

Three Digital Transformation workshops have been held and attended by over 80 senior officers and Heads of Service from across the Authority.

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Corporate Strategy		http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf
A Strategic Regeneration Plan for Carmarthenshire 2015-2030 - Transformations		http://www.carmarthenshire.gov.wales/media/1257505/Transdoc_Englishonly_webversion.pdf

Carmarthenshire County Council

Digital Transformation Strategy

2017-2020



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru

YOUR COUNCIL doionline
www.carmarthenshire.gov.wales

Foreword from the Chief Executive of Council

Welcome to Carmarthenshire County Council's Digital Transformation Strategy 2017-2020. This digital strategy sets out the Council's ambitious approach to transform the way we deliver our services to the residents of Carmarthenshire.

We continue to face some tough challenges ahead against a backdrop of on-going austerity and it is essential we maximise the use of the very latest digital innovations to ensure Council services are financially sustainable into the future.

An enhanced digital infrastructure with inward investment from the Swansea Bay City Deal will allow us to work with partners from across the Region to deliver more effective, efficient services and transform the local economy ensuring it can compete on the global stage.

The Digital Transformation Strategy will be reviewed annually and we will report our progress in delivering on our key projects in our Annual Report.



Mark James
Chief Executive

Our vision for Carmarthenshire

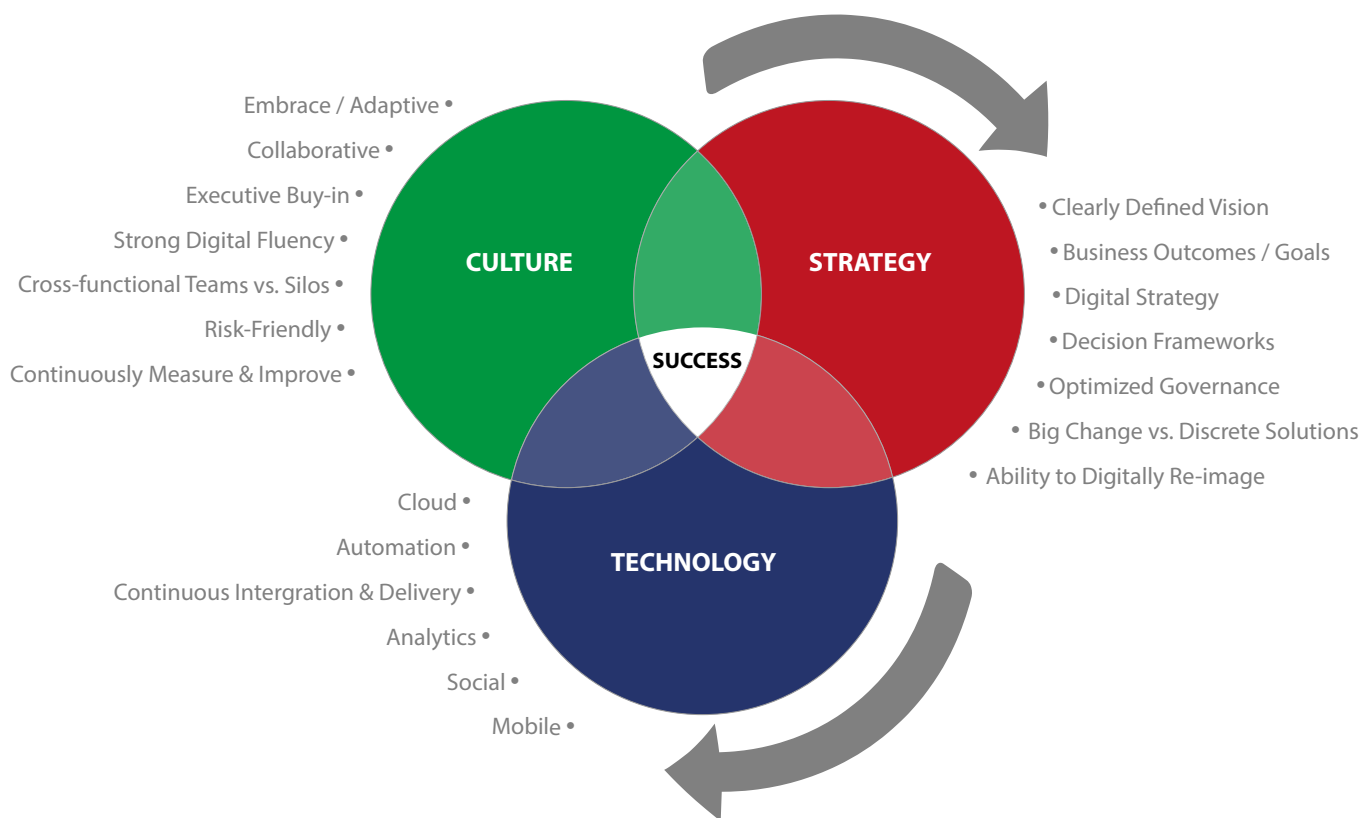
“A Digitally enabled Carmarthenshire”

To achieve this bold vision we must:

- Provide transactional services and information online in a user-friendly and inclusive way.
- Use technology to change the way traditional face-to-face services are delivered, enabling us to deliver effective and efficient services for our residents.
- Create a digital workforce which is agile, mobile and using the most appropriate technologies to support service delivery.
- Support our residents to use digital technology and enable access to technology for those that do not have it.
- Support our businesses to compete in the digital economy.
- Use digital technology to work and collaborate with our partners seamlessly, including the effective sharing and use of data.

What is a Digital Transformation Strategy?

The Digital Transformation Strategy sets out the Council's strategic digital priorities and aspirations and outlines what we plan to do to achieve our vision for a Digital Carmarthenshire. Technology is becoming increasingly pervasive across all sectors and becoming integrated in many aspects of our lives. Carmarthenshire County Council needs a digital transformation strategy because digital technology has the potential to transform the County and the lives of residents while generating long-term savings for the Council.



The Council through the Transformation Innovation and Change (TIC) team are driving forward transformational service change projects – Agile Working and Channel Shift. A Digital Transformation Steering Group has been established that will monitor delivery of the key projects identified within this strategy and all relevant work streams established will report to this steering group. To fully realise the benefits that digital technology can deliver and ensure Council services are financially sustainable into the future we need to dramatically increase the scope and, in some areas, the pace of our work around digital technology.

Digital transformation challenges and improves how things are done today. Carmarthenshire County Council will continue to embrace change and this will be achieved with greater use of digital technology and social media channels.

We recognise that schools have extraordinary ICT needs, and to provide greater focus, an Education ICT Strategy will be developed and aligned to Welsh Governments Digital Competence Framework.

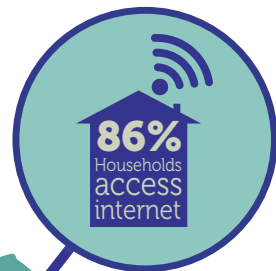
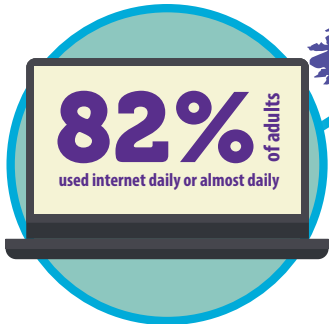
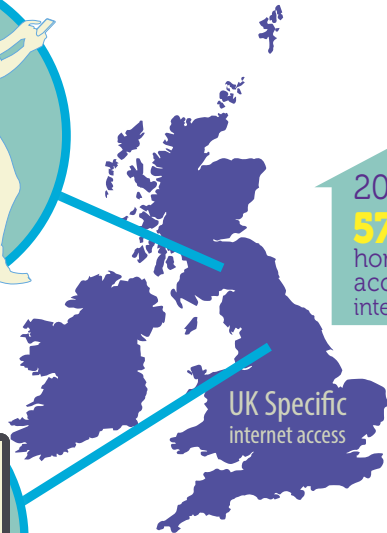
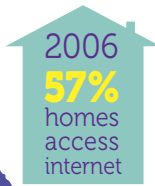
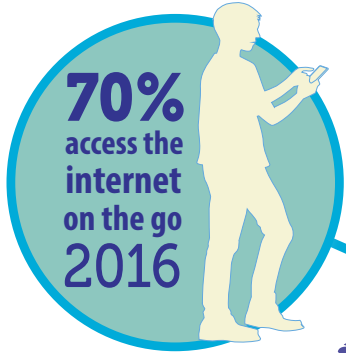
Building the Digital Foundations in Carmarthenshire

Carmarthenshire is the third largest county in Wales covering some 2,365 square kilometres. Carmarthenshire is a county of contrasts. The agricultural economy and landscape of rural Carmarthenshire is side by side with the urban and industrial south-eastern area. The county is developing into a modern economy that includes light engineering, new technological and service industries with other business enterprises.

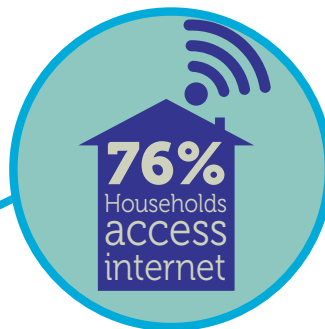
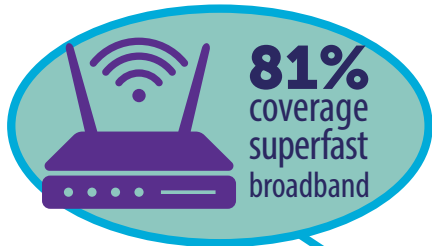
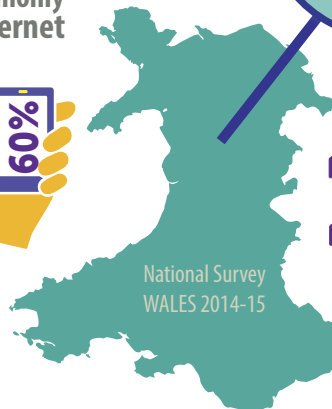


The Swansea Bay City Region's Deal proposal aims to put the region at the forefront of the digital age, focusing on developing Next Generation digital infrastructure including improvements to expand the provision of fixed ultra fast broadband , 4G and WiFi capabilities to benefit both rural and urban areas of the region. An enhanced digital infrastructure will enable the region to innovate, trial and globally commercialise smart internet based solutions that will transform the economy in areas such as energy, manufacturing and life sciences. This will effectively support large-scale home working, improve access to jobs, raise productivity levels within the local economy, help address local congestion issues as well as support mainstream delivery improvements/innovations. This inward investment will improve digital connectivity in the rural areas of the County.

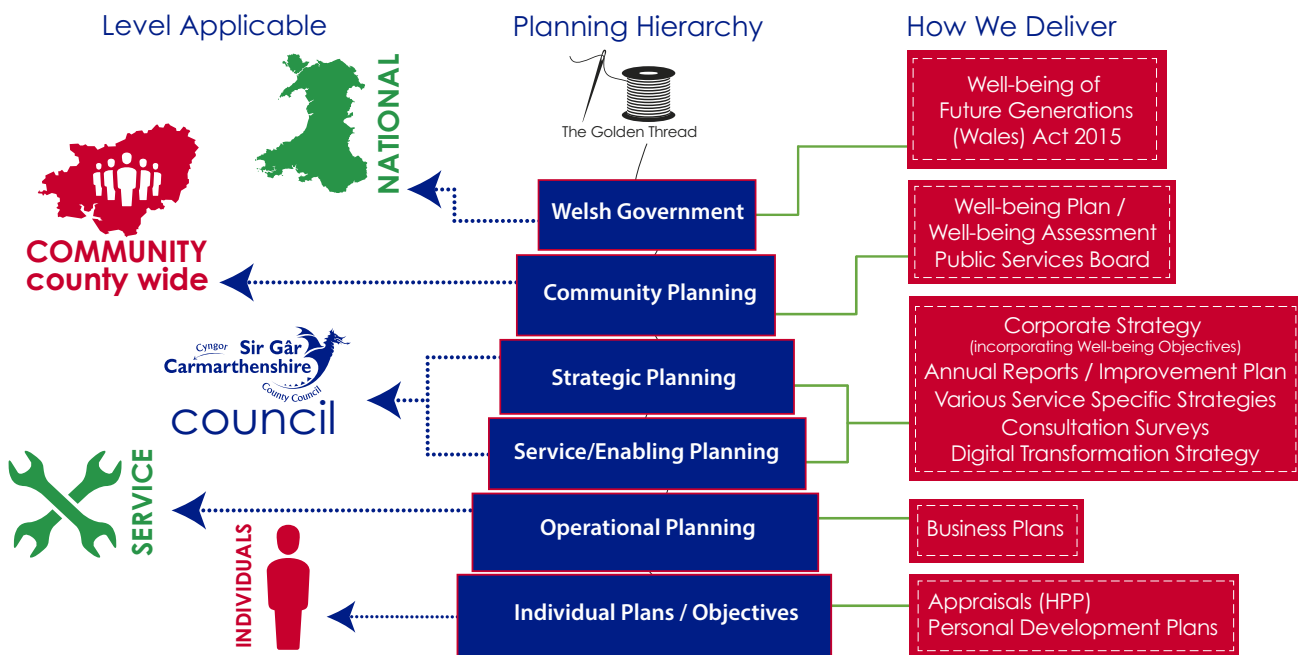
The Welsh language in Carmarthenshire plays a key role in our everyday lives with 43.9% of the population over the age of 3 being Welsh speakers. Our online services have to be provided bilingually.



three devices most commonly used to access the internet

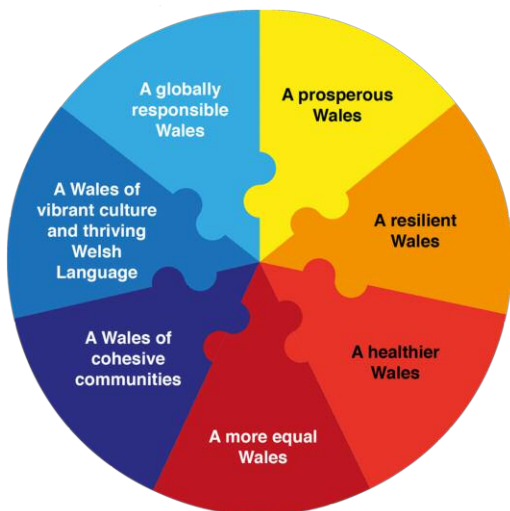


How plans are made - The planning cascade - “The Wedding Cake & Golden Thread”

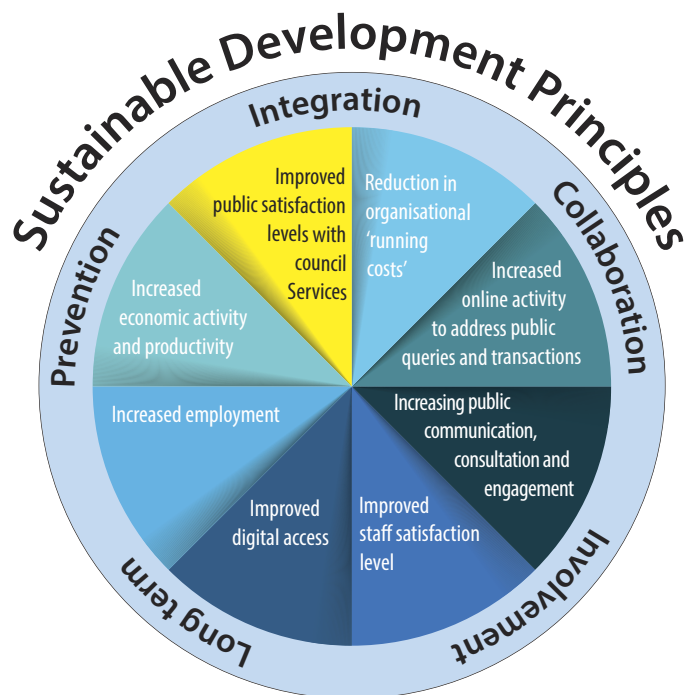


The Digital Transformation Strategy will ensure a number of the expected outcomes identified within the Council’s Corporate Strategy 2015-2020 can be achieved which in turn will underpin the delivery of our Well-being Goals. Action plans will be developed to deliver the key projects identified and these will be monitored via PIMS and reported annually.

Seven Well-being Goals of the Future Generations Act



Outcomes within Corporate Strategy:



Digital Transformation Strategy - Key Priority Areas

There are four key priority areas that will enable us to achieve our over-arching vision.



Resources Required

The authority is investing a significant amount of resource to ensure it delivers the key priorities and outcomes of the Digital Transformation Strategy 2017-2020.

- An investment fund will be established to support the Agile working agenda that will in return deliver even greater savings for the Authority.
- £400k to transform the way we deliver our services online
- £450k invested to replace an ageing technology infrastructure to support a digital workplace.
- £50k to counter the risks from Cyber crime and enhance online security.
- Training for staff to ensure they can exploit the latest technologies
- £30k for the provision of Citizen Wi-Fi to improve accessibility to online services.

As part of the Swansea Bay City Deal we will have two major projects in Carmarthenshire:-

- At the Creative Digital Cluster at Yr Egin a total project cost worth £24M (£5m City Deal+£16M Public Sector £3M Private) will be delivered creating 200+ jobs over the next 15 years.
- At the Life Science & Well-being Village project, a total project cost of £200M (£40M City Deal, £32M Public Sector Funding and £127M Private Sector) will create 1800+ jobs over the next 15 years.

Digital Customer Services

“Enabling citizens to get the services and information they need online”



What it means

- Providing high quality user friendly services and information online to residents.
- Providing increased 24/7 digital access to services that are bilingual and customer friendly.
- To provide a personal digital service and respond to customer needs

Why is it Important?

- To meet customer demands and respond to rising customer expectations.
- To improve customer engagement with access to personalised information and services
- With greater use of mobile technology, provision access to online services at the customers convenience; 'anytime, anywhere'

How will we achieve Digital Customer Services

- We will modernise service delivery by using new technology to deliver online services.
- We will continue to enhance the Council website ensuring full accessibility to Council services on all mobile devices.
- Improve the way we design and build IT systems putting the customer's needs and experience at the heart of how new systems will operate and work.
- We will develop a better understanding of customers preferred digital channels of communication with the Council.
- We will deliver robust information security to protect our citizen and business data from misuse and cyber threats and digital identities protected.
- We will ensure Council services are re-designed and digital by default.



You can view our Live Online Case Study to gain a better understanding of how Digital Customer Services can work for you.

Key Projects	Key Outcomes	2017	2018	2019	2020	
Develop an online 'MyAccount' for customers.	Customers will access Council services through one central personalised point of access available 24/7 which is simple to use.					
Delivery of Transactional Services e.g <ul style="list-style-type: none"> • Appointments booking for Registrars and Customer Service Centres. • School meals payment. • Housing Repairs Reporting 	Increased provision of online services for customers. <ul style="list-style-type: none"> • Ability to make appointments with the Council 24/7 • Cashless catering for schools with parents making online payments. • Tenants can report all repairs online 24/7 					
Develop a Mobile Responsive Website	An excellent digital service that adapts to their device regardless of whether they are using a smartphone, tablet or computer					

Digital Workforce

“ Carmarthenshire will aim to support its staff in adopting working practices with maximum flexibility and minimum constraints in to order to optimise their performance in the delivery of quality and cost effective services ”



What it means

- A digital workforce is responsive and flexible.
- Being responsive to the needs of our citizens by providing good public services and being flexible about where work is carried out.
- Flexibility for our staff is being able to work from different locations, at different times and use the most effective technology.

Why is it Important?

- Agility and mobility brings efficiencies and increased productivity through better ways of working.
- It increases our ability to ensure a healthy and mutually beneficial work life balance for our work force. This increases our ability to attract the necessary skills and knowledge for our workforce.
- It allows us to vastly improve processes, procedures and work flows, eliminating waste and exploiting efficiencies through good use of data and analytics.

How will we achieve a Digital Workforce ?

- Senior management across the Authority will embrace the digital transformation agenda.
- Staff and managers will be encouraged and supported to work in an agile manner that supports the delivery of improved services.
- We will create a truly digital workforce with agile workspaces, ensuring the right applications and information are with the right user, on the right devices, at the right time and location.
- We will develop the digital skills and confidence of our workforce so they are equipped to productively and proactively apply technology to drive better ways of delivering public services.
- We will ensuring our key policies and strategies are integrated with our digital ambition particularly in the areas of service planning, procurement, economic growth and commissioning;
- We will develop digital champions within every service area to promote and support digital developments including channel shift and service improvement.



You can view our Live Online Case Study to gain a better understanding of how Digital Customer Services can work for you.

Key Projects	Key Outcomes	2017	2018	2019	2020
Upgrade and replace an ageing ICT infrastructure	Ensure that we have a robust and stable ICT infrastructure environment to support a digital workforce.	➔			
Implement Agile working for staff : • Achieve a 70% flex, 20% fixed and 10% field workforce. • Increase agile workspaces and reduce fixed office accommodation.	Enable Council staff to operate efficiently from any location and on the move using the right device. Significant cost savings on buildings and a more productive happier workforce.	➔			
Develop a digital learning framework for the staff.	A workforce confident of embracing and exploiting new digital technology.	➔			
Implementation of Cloud based solutions to exploit Office 365 and Share-point	Greater flexibility for staff in accessing key software solutions.	➔			
Recruitment and sickness absence	Rationalise / automation of processes and forms	➔			

Digital Communities & Business

“Enable residents and businesses in the County to use digital technology to enhance their lives”



What it means

- Ensure that residents and businesses exploit the latest digital technology to improve their lives.
- Developing the digital skills of our residents from children to our elderly.
- High speed connectivity for every business so that they can compete in a global economy.
- Enable business to make use of 'cloud computing'. Cloud computing can accelerate time to value, drive higher adoption of new technologies, and connect the services offered in real time.
- Digitally transform Council business operations to make them more efficient.

Why is it Important?

- A digital Carmarthenshire will encourage new business to invest in Carmarthenshire to support the local economy and attract sustainable employment
- Ensure that our children live in digitally connected communities and have the latest digital technologies available to give them best possible start in life.
- Every resident of Carmarthenshire should have the ability to access 'on-line' services which can be used to improve their 'quality of live'.

How will we achieve Digital Communities and Business

- We will create an open and flexible environment for digital innovation that crosses borders and boosts economic growth for the region.
- As a part of the Swansea Bay City Deal we will benefit from significant inward investment to create 'The Internet Coast'.
- We will Invest in our communities to ensure sustainable neighbourhoods by improving access to digital technology in areas where it is most needed.
- We will develop improved digital skills and confidence amongst our vulnerable groups and those aged over 65.
- We will aim to access funding to develop sustainable digital activities in Carmarthenshire to reach those who have the most to gain from the digital world.



You can view our Live Online Case Study to gain a better understanding of how Digital Customer Services can work for you.

Key Projects	Key Outcomes	2017	2018	2019	2020
Improve broadband connectivity across the County for residents.	Essential for residents to benefit from digital innovation.				
Accelerate the deployment of high speed Wi-Fi into areas of high footfall and designated priority areas.	Easier accessibility to online services – anytime & anywhere.				
Increase high speed broadband coverage in Carmarthenshire and : <ul style="list-style-type: none"> Identify businesses that are not online and where feasible, organise support to get them online so they can benefit from doing business electronically. Support local businesses and SMEs that are already online to increase the speed and quality of existing broadband connections. 	Allow all business to exploit the latest digital technology and boost economic growth.				
Accessibility for All	Improve the accessibility of council services for disabled and vulnerable groups by harnessing advances in technology.				
Develop digital skills and confidence in our communities and businesses through partnership with Coleg Sir Gar and 3rd sector.	Enhance opportunities for communities to benefit from sustainable digital activities.				

Digital Collaboration

“ Innovative digital solutions will enable increased collaboration and facilitate organisations to work seamlessly together ”



What it means

- Improved information sharing with other organisations and partners.
- Increase sharing of software and hardware platforms across the region

Why is it Important?

- Digital collaboration underpins 'Digital Customer Service', the 'Digital Workforce' and 'Digital Communities and Business'.
- Helps foster cohesion in teams. This is especially relevant to teams that are dispersed as cohesive teams are far more productive.
- Creates an atmosphere of openness as staff are up to date with and able to access the very latest news and information.
- Simplifies the way that we share data with other organisations and partners making everyone feel like part of a single team working on common objectives.
- Is a catalyst for cultural cohesion enabling departments to focus on putting the citizen at the heart of what they do.

How will we achieve Digital Collaboration

- We will ensure staff are provided with the necessary collaboration tools to improve productivity and well-being.
- We will protect privacy through effective information management as well as ensuring appropriate data sharing arrangements are in place with all organisations and partners.
- We will fully exploit new technologies and ways of working including open source solutions
- We will be flexible with of our physical locations and create an environment that fosters collaboration and creativity.
- We will develop new solutions with partners using digital technology to integrate services across functional and geographical boundaries so they are more efficient in sharing information.
- We will collaborate regionally and nationally on the procurement of software and cloud based services to achieve better value for money and a greater variety of solutions.



You can view our Live Online Case Study to gain a better understanding of how Digital Customer Services can work for you.

Key Projects	Key Outcomes	2017	2018	2019	2020		
Implementation of Welsh Community Care Information System (WCCIS)	The Welsh Community Care Information System (WCCIS) will integrate Health and Social Care and enable safe sharing of information and help to deliver improved care and support for people across Carmarthenshire						
Rationalise the number and complexity of existing ICT systems used across the Business	Enable services to streamline processes and share data efficiently whilst also reducing annual maintenance costs.						
Carmarthenshire's will deliver the following City Deal projects: <ul style="list-style-type: none"> • Creative Digital Cluster- Yr Egin - by creating a new infrastructure to attract SMEs to start up or expand. • Life Science & Wellbeing Village - by the integration of business development, education, wellness initiatives, research & development and healthcare initiatives. • We will also deliver a regional skills and talent initiative on behalf of the Swansea Bay Region. 	Create more growth and jobs throughout the County Collaborate with health and third sector partners to transform mental health services and improve access to information, advice, preventive and crisis services in Carmarthenshire.						

Mae'r dudalen hon yn wag yn fwriadol

**Y BWRDD GWEITHREDOL
DYDDIAD: 2AIL MAI, 2017**

HARBWR PORTH TYWYN - PRYDLES RNLI

YR ARGYMHELLION / PENDERFYNIADAU ALLWEDDOL SYDD EU HANGEN:

- Cymeradwyo prydles ar gyfer yr adeilad RNLI newydd yn unol â'r telerau a nodwyd yn yr adroddiad.

RHESYMAU:

- Ffurfioli cytundeb prydles â'r RNLI ar gyfer yr orsaf bad achub newydd ym Mhorth Tywyn.

Angen ymgynghori â'r Pwyllgor Craffu perthnasol: Amherthnasol

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:

Y Cyng. David Jenkins (Adnoddau) & Y Cyng. Meryl Gravell (Adfywio a Hamdden)

Y Gyfarwyddiaeth:

Prif Weithredwr

Enw Pennaeth y Gwasanaeth:

Wendy Walters

Swydd:

Prif Weithredwr Cynorthwyol

Rhifau ffôn: 01267 224112

**Cyfeiriadau E-bost:
WSWalters@sirgar.gov.uk**

EXECUTIVE SUMMARY

EXECUTIVE BOARD DATE: 2ND MAY, 2017

SUBJECT: BURRY PORT HARBOUR - RNLI LEASE

- 1.1 As part of the wider regeneration masterplan for the harbour, positive discussions have taken place over the past few years with the RNLI resulting in firm plans for a new Lifeboat station at Burry Port.
- 1.2 The RNLI plans would provide a new station at the harbour which would be able to accommodate a larger category lifeboat as well as the existing D class vessels which are needed for lifesaving activities in Carmarthen Bay. There are currently two smaller lifeboats stationed at Burry Port, with the existing Atlantic 75 lifeboat stored in a temporary steel building at the harbour which will be taken down once the new development is completed. Drawings of the proposed new building which is to be situated adjacent to the beach slipway are appended for information and the RNLI have recently submitted a planning application for this proposal.
- 1.3 A new long term lease will need to be granted for the site of the new building and the terms provisionally agreed are as follows :
- Term: 125 years
Rent: £1.00 per annum
User: Lifeboat Station, lifesaving centre and ancillary uses.
Alienation: The tenant will not be permitted to sublet or assign any of the premises unless to a similar body carrying out a lifeboat service.
Repairing Obligations: Full repairing and insuring lease.
- 1.4 It is proposed to grant the lease at a peppercorn on the basis that as part of the transaction the existing station will be surrendered back to the Authority for our own use as a harbour office. It is proposed to house the harbour master and harbour staff within this building as their existing premises are no longer fit for purpose.

DETAILED REPORT ATTACHED?

NO
2 x Appendices

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 S Walters Assistant Chief Executive

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

1. Legal

Lease - The provisional terms outlined in this report will need to be formalised and agreed in due course. Members are asked to consider the broad terms for officers to finalise the detail.

2. Physical Assets

The Harbour is owned and managed by CCC. [Elements of it have listed status](#). The Harbour office (portakabin) is in a poor condition. The plan for the harbour office to be re-located to the existing [RNLi building](#) as part of a land swap deal allowing the RNLi to build a new station within the vicinity is very much welcomed by the service.

Lease: Detail of the land area for lease (including parking) will be confirmed as part of the final lease.

CONSULTATIONS

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

Signed: Wendy S Walters Assistant Chief Executive

1. Scrutiny Committee – N/A

2. Local Member(s)

Cllr. J. D. James, Cllr. P. E. M. Jones and Cllr H Shepardson are supportive of the new RNLI building plans.

3. Community / Town Council

As above.

4. Relevant Partners

RNLI are fully supportive of plans for the harbour.

5. Staff Side Representatives and other Organisations

N/A at this stage.

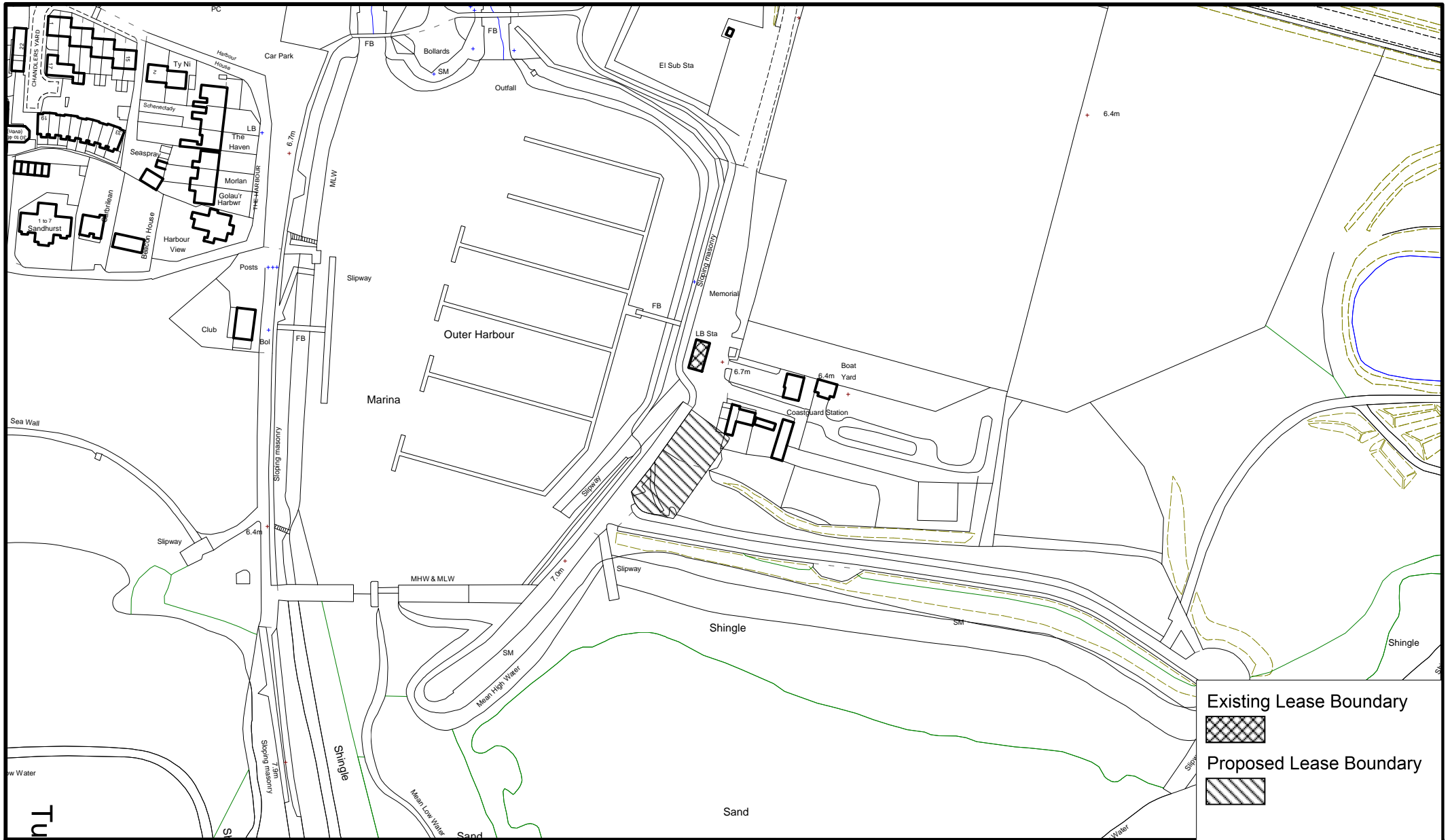
**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THERE ARE NONE.

Title of Document	File Ref No.	Locations that the papers are available for public inspection



Mae'r dudalen hon yn wag yn fwriadol



Tudalen 101



Eiddo/Property
Adeilad 8/Building 8
Parc Dewi Sant/St. David's Park
Caerfyrddin/Carmarthen
SA31 3HB

Mae'r map hwn yn sailiedig a deunydd yr Ordnance Survey gyda chaniatâd yr Ordnance Survey ar ran Rhwngol Llyfrfa Eiddo/Property y Goron. Mae atgynhyrchu heb ganiatâd yn torri hawlfraint y Goron a gall hyn anwain at erlyniad neu achos sifil.
 © Hawlfraint y Goron a hawliau cronfa ddata 2011 Arddwg Ordnans 100023377
 This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
 © Crown copyright and database rights 2011 Ordnance Survey 100023377



Ref. -
 Date/Dyddiad - 11/04/2017
 Scale/Graddfa - 1:2500

Mae'r dudalen hon yn wag yn fwriadol

Eitem Rhif 14

Yn rhinwedd paragraff(s) 14 o Rhan 4 o Atodlen 12A% o ddeddf Llywodraeth Leol 1972 fel y'i diwygiwyd
Orchymyn Llywodraeth Leol (Mynediad at Wybodaeth) (Amrywio) (Cymru) 2007

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Eitem Rhif 15

Yn rhinwedd paragraff(s) 14 o Rhan 4 o Atodlen 12A% o ddeddf Llywodraeth Leol 1972 fel y'i diwygiwyd
Orchymyn Llywodraeth Leol (Mynediad at Wybodaeth) (Amrywio) (Cymru) 2007

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Eitem Rhif 16

Yn rhinwedd paragraff(s) 14 o Rhan 4 o Atodlen 12A% o ddeddf Llywodraeth Leol 1972 fel y'i diwygiwyd
Orchymyn Llywodraeth Leol (Mynediad at Wybodaeth) (Amrywio) (Cymru) 2007

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol

Document is Restricted

Mae'r dudalen hon yn wag yn fwriadol