

Pecyn Dogfennau



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DYDD MAWRTH, 7 MEDI 2021

AT: HOLL AELODAU'R CABINET

YR WYF DRWY HYN YN EICH GALW I FYNYCHU **RHITH-GYFARFOD** O'R **CABINET** AM **10.00 YB, DYDD LLUN, 13 MEDI, 2021** ER MWYN CYFLAWNI'R MATERION A AMLINELLIR AR YR AGENDA SYDD YNGHLWM

Wendy Walters

PRIF WEITHREDWR

Swyddog Democrataidd:	Janine Owen
Ffôn (llinell uniongyrchol):	01267 224030
E-bost:	JanineOwen@sirgar.gov.uk

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

Y CABINET

AELODAETH - 10 AELOD

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

AGENDA

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Mae'r dudalen hon yn wag yn fwriadol

DYDD LLUN, 26AIN GORFFENNAF, 2021

YN BRESENNOL: Y Cyngorydd E. Dole [Cadeirydd]

Y Cynghorwyr:

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

Hefyd yn bresennol:

Y Cynghorwyr D.M. Cundy, J. Edmunds a R. James

Yr oedd y swyddogion canlynol yn gwasanaethu yn y cyfarfod:

W. Walters - Prif Weithredwr

J. Morgan - Cyfarwyddwr Gwasanaethau Cymunedau

G. Morgans - Cyfarwyddwr Addysg & Gwasanaethau Plant

R. Mullen - Cyfarwyddwr yr Amgylchedd

R. Hemingway - Pennaeth Gwasanaethau Ariannol

J. Jones - Pennaeth Adfywio

J. Morgan - Pennaeth Cartrefi a Chymunedau Mwy Diogel

L. Rees-Jones - Pennaeth Gweinyddiaeth a'r Gyfraith

P. Thomas - Prif Weithredwr Cynorthwyol

D. Hockenull - Rheolwr y Cyfryngau a Marchnata

S. Watts - Rheolwr Diogelu'r Amgylchedd

L. Jenkins - Swyddog Cefnogi Bwrdd Gweithredol

E. Evans - Prif Swyddog Gwasanaethau Democrataidd [Weddarlledu]

M. Evans Thomas - Prif Swyddog Gwasanaethau Democrataidd [Cymerwr Nodiadau]

E. Bryer - Swyddog Gwasanaethau Democrataidd [Cynorthwyo]

M. Davies - Swyddog Gwasanaethau Democrataidd [Cynorthwyo]

A. Eynon – Cyfieithydd ar y Pryd

Rhith-Gyfarfod : 10.00 yb – 10.55 yb

1. YMDDIHEURIADAU AM ABSENOLDEB

Ni chafwyd ymddiheuriadau am absenoldeb.

2. DATGANIADAU O FUDDIANNAU PERSONOL

Ni ddatganwyd unrhyw fuddiannau personol.

3. LLOFNODI FEL COFNOD CYWIR COFNODION CYFARFOD Y BWRDD GWEITHREDOL A GYNHALWYD AR Y 5ED GORFFENNAF, 2021

PENDERFYNWYD YN UNFRYDOL Iofnodi cofnodion cyfarfod y Bwrdd Gweithredol a gynhaliwyd ar 5ed Gorffennaf 2021 gan eu bod yn gywir.

4. CWESTIYNAU Â RHYBUDD GAN YR AELODAU

4.1. CWESTIWN GAN Y CYNGHORYDD ROB JAMES I'R CYNGHORYDD EMLYN DOLE, ARWEINYDD

"Lluniwyd dau adroddiad ynghylch Adran Gynllunio'r Awdurdod - un gan Archwilio Cymru a'r ail un gan ymgynghorwyr allanol. Credir bod yr adroddiadau'n feirniadol iawn o berfformiad yr Adran. All Arweinydd y Cyngor amlinellu pryd y bydd canfyddiadau'r adroddiad yn cael eu Cyhoeddi?"

Ymateb gan y Cyngorydd Emlyn Dole, Arweinydd y Cyngor:-

"Diolch ichi am eich cwestiwn.

Fel y gwyddoch, mae pob Awdurdod Lleol yng Nghymru yn destun adolygiad allanol rheolaidd gan Archwilio Cymru drwy gydol y flwyddyn. Fel rhan o'i raglen waith flynyddol, cafodd ein Gwasanaeth Cynllunio ei nodi i'w adolygu yn 2019/2020. Hefyd, mae Awdurdodau Lleol yn aml yn cynnal eu hadolygiadau annibynnol eu hunain ar gyfer adrannau a gwasanaethau, ac yn 2019 comisiynodd Cyngor Sir Caerfyrddin adolygiad annibynnol o'i Wasanaethau Cynllunio ei hun. Yn ddiweddar, rydym wedi cael adroddiad gan Archwilio Cymru yn amlinellu'r adolygiad o'i ganfyddiadau.

Bydd Archwilio Cymru yn cyhoeddi'r adroddiad ar ei wefan ddechrau mis Awst. Mae hyn yn arfer safonol ar gyfer pob adroddiad y mae'n ei gyflwyno. Rydym eisoes wedi rhannu'r adroddiad terfynol â'r staff yn yr Is-adran Gynllunio. Yn ogystal, bydd yr adroddiad llawn yn cael ei gyflwyno i'n Pwyllgor Archwilio i'w drafod ar 24 Medi ac i'r Pwyllgor Cynllunio."

5. CWESTIYNAU A RHYBYDD GAN Y CYHOEDD

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

6. RHAGOLWG CYLLIDEB REFENIW 2022/23 I 2024/25

Bu'r Bwrdd Gweithredol yn ystyried y Rhagolygon o ran Cyllideb Refeniw 2022/23 tan 2024/25 a oedd yn nodi'r rhagolygon ariannol presennol ac yn amlinellu'r cynigion o ran paratoi'r gyllideb am y tair blynedd ariannol nesaf.

PENDERFYNWYD YN UNFRYDOL

- 6.1 dderbyn y rhagolwg cychwynnol o ran y gyllideb;**
- 6.2 cymeradwyo'r dull arfaethedig o glustnodi'r arbedion angenrheidiol;**
- 6.3 nodi'r dull arfaethedig o ymgynghori ynghylch y gyllideb.**

7. ADRODDIAD BLYNYDDOL CYFARWYDDWR STATUDOL GWASANAETHAU CYMDEITHASOL

Bu'r Bwrdd Gweithredol yn ystyried adroddiad blynyddol Cyfarwyddwr y Gwasanaethau Cymdeithasol ynghylch perfformiad y gwasanaethau gofal cymdeithasol yn Sir Gaerfyrddin yn 2020/21. Roedd yr adroddiad yn cynnwys trosolwg o berfformiad y gwasanaethau yn 2020/21, ynghyd ag asesiad ynghylch darpariaeth yn y dyfodol a'r blaenoriaethau strategol ar gyfer 2021/22. Roedd yr adroddiad hefyd yn amlinellu'r heriau o ganlyniad i flwyddyn na welwyd ei thebyg o'r blaen oherwydd COVID 19 ac yn tynnu sylw at y meysydd hynny oedd i gael eu datblygu yn y flwyddyn gyfredol.

Mae'n ofynnol yn statudol i'r Cyfarwyddwr Gwasanaethau Cymdeithasol adrodd yn flynyddol wrth y Cyngor ar berfformiad yr ystod gyfan o Wasanaethau Cymdeithasol a'r modd y cânt eu darparu, yn ogystal â chynlluniau ar gyfer eu gwella.

Nodwyd bod yr adroddiad yn dal i fod ar ffurf drafft ar hyn o bryd ac y byddai'n cael ei gwblhau cyn ei gyflwyno i'r Cyngor.

PENDERFYNWYD YN UNFRYDOL ARGYMELL I'R CYNGOR fod Adroddiad Blynyddol Cyfarwyddwr Statudol y Gwasanaethau Cymdeithasol ynghylch Perfformiad y Gwasanaethau Gofal Cymdeithasol yn Sir Gaerfyrddin 2020/21 yn cael ei gymeradwyo.

8. POLISI YMDDYGIAD GWRTHGYMDEITHASOL A THORRI AMODAU TENANTIAETH 2021

Bu'r Bwrdd yn ystyried polisi arfaethedig sy'n nodi'r dull sydd i'w fabwysiadu gan y Tîm Cymdogaeth ym maes Diogelu'r Amgylchedd gyda golwg ar ymchwilio i gwynion am ymddygiad gwrthgymdeithasol ac achosion o dorri amodau tenantiaeth sy'n ymwneud â thai Cyngor.

PENDERFYNWYD YN UNFRYDOL fod y Polisi ar gyfer Ymddygiad Gwrthgymdeithasol a Thorri Amodau Tenantiaeth yn cael ei gymeradwyo.

9. PORTH TYWYN - SAFLE DATBLYGU 4

Bu'r Bwrdd yn ystyried adroddiad a oedd yn amlinellu cynnig i waredu Safle 4 ym Mhorth Tywyn drwy weithdrefn gaffael agored, er mwyn darparu cynllun masnachol a arweinir gan hamdden. Roedd y tir o dan sylw yn ffurfio rhan o Brif Gynllun Porth Tywyn.

Gofynnwyd am ganiatâd i roi awdurdod dirprwyedig i'r Pennaeth Adfywio, mewn ymgynghoriad ag Aelod y Bwrdd Gweithredol dros Adnoddau, i drafod a dogfennu telerau priodol ar gyfer gwerthu'r tir.

PENDERFYNWYD YN UNFRYDOL

9.1 fod Safle 4, Porth Tywyn, fel y nodir yn yr adroddiad, yn cael ei waredu drwy weithdrefn gaffael agored er mwyn darparu cynllun datblygu masnachol a arweinir gan hamdden;

9.2 bod awdurdod dirprwyedig yn cael ei roi i'r Pennaeth Adfywio, mewn ymgynghoriad ag Aelod y Bwrdd Gweithredol dros Adnoddau, i drafod a dogfennau telerau priodol ar gyfer gwerthu'r tir.

10. **UNRHYW FATER ARALL Y GALL Y CADEIRYDD OHERWYDD
AMGYLCHIADAU ARBENNIG BENDERFYNU EI YSTYRIED YN FATER BRYS
YN UNOL AG ADRAN 100B(4)(B) O DDEDDF LLYWODRAETH LEOL, 1972**

Dywedodd y Cadeirydd nad oedd unrhyw eitemau eraill o fater brys.

11. **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 cyhoeddadael 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.

12. **GWERTHU TIR YM MHARC PENCRUG, LLANDEILO**

Ar ôl cynnal prawf budd y cyhoeddadael PENDERFYNWYD, yn unol â'r Ddeddf y cyfeiriwyd ati yng nghofnod rhif 11 uchod, beidio â chyhoeddi cynnwys yr adroddiad gan ei fod yn cynnwys gwybodaeth eithriedig am faterion ariannol neu faterion busnes unigolyn penodol (gan gynnwys yr Awdurdod oedd yn meddu ar y wybodaeth honno) (Paragraff 14 o Ran 4 o Atodlen 12A i'r Ddeddf). Roedd prawf budd y cyhoeddadael mewn perthynas â'r adroddiad hwn yn drech na'r budd i'r cyhoeddadael o ran datgelu'r wybodaeth a geir ynddo oherwydd byddai datgelu'r wybodaeth hon yn anfantais faterol i'r awdurdod mewn unrhyw drafodaethau dilynol â thrydydd partiön, a gallai gael effaith niweidiol ar y pwrs cyhoeddus.

Bu i'r Bwrdd Gweithredol ystyried adroddiad a oedd yn cynnig gwaredu tir ym Mhencrug, Llandeilo.

PENDERFYNWYD YN UNFRYDOL

12.1 fod y tir ym Mhencrug, Llandeilo, fel y nodwyd yn yr adroddiad, yn cael ei waredu yn unol â'r telerau a nodir yn yr adroddiad;

12.2 bod awdurdod dirprwyedig yn cael ei roi i'r Pennaeth Adfywio, mewn ymgynghoriad ag Aelod y Bwrdd Gweithredol dros Adnoddau, i gwblhau'r telerau ar gyfer gwerthu'r tir.

CADEIRYDD

DYDDIAD

CYFARFOD Y CABINET

13 MEDI 2021

POLISI TRIN DATA PERSONOL

Y Pwrpas:

I weithredu Polisi Trin Data Personol Newydd, gan ddisodli'r Polisi a Gweithdrefn Trin Gwybodaeth Personol a'r Polisi Cofnodi ac Ymateb i Dorri Rheolau Gwybodaeth presennol.

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

I gymeradwyo'r Polisi Trin Data Personol newydd.

Y Rhesymau:

Mae'r polisiâu cyfredol y cyfeirir atynt uchod wedi mynd tu hwnt i'w dyddiadau adolygu ac mae angen eu diweddarau i adlewyrchu newidiadau mewn arferion gwaith, defnyddio TG newydd yn ogystal â phenderfyniadau a chanllawiau a gyhoeddwyd gan Swyddfa'r Comisiynydd Gwybodaeth.

Ymgynghorwyd â'r pwyllgor craffu perthnasol DO Craffu Polisi ac Adnoddau 21.07.21
Angen i'r Cabinet wneud penderfyniad OES
Angen i'r Cyngor wneud penderfyniad NAC OES

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

Y Cyng. Mair Stephens

Y Gyfarwyddiaeth:

Prif Weithredwr

Enw Pennaeth y Gwasanaeth:

Noelwyn Daniel

Awdur yr Adroddiad:

John Tillman

Swyddi:

Pennaeth TGCh a Pholisi
Corfforaethol

Rheolwr Rheoli Gwybodaeth a
Chwynion

Rhifau ffôn:

01267 224127

Cyfeiriadau E-bost:

NDaniel@sirgar.uk

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EXECUTIVE SUMMARY

CABINET MEETING 13TH SEPTEMBER 2021

HANDLING PERSONAL DATA POLICY

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

The current versions of the Handling Personal Information Policy & Procedure and the Breach Reporting & Response Policy were approved by the Executive Board on 26th March 2018, ahead of the new Data Protection Act 2018 and General Data Protection Regulation (referred to as the UK General Data Protection Regulation since 1st January 2021) coming into force.

Since that time, with the prevalence of home working and the likely shift, longer term, towards hybrid working arrangements, parts of the Handling Personal Information Policy & Procedure, in particular, have become outdated and are in need of revision. They have also exceeded their review dates.

In addition, to rationalise and reduce the number of separate policy documents, the two policies have been amalgamated to create one document.

The key changes in the draft Handling Personal Data Policy are:

- A revised and expanded section on working from home
- Updated content on transferring personal data, for example, the safe use of email, password protection of documents

There are no substantive changes to the Breach Reporting & Response Policy content.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

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

Signed: Noelwyn Daniel

Head of ICT & Corporate Policy

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

1. Policy, Crime & Disorder and Equalities

The recommendation is that a new Handling Personal Data Policy be endorsed for approval and implementation.

2. Legal

The Council is required Article 5 (2) of the UK General Data Protection Regulation (UK GDPR) to take responsibility for the personal data it processes (the 'accountability principle') and how the principles of the UK GDPR are adhered to. Appropriate measures must be in place to be able to demonstrate compliance and this policy forms part of the Council's compliance with this principle.

CONSULTATIONS

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

Signed: Noelwyn Daniel

Head of ICT & Corporate Policy

1. Scrutiny Committee

Policy & Resources 21st July 2021 – Endorsed.

Recommendations / Comments:

Not applicable

2. Local Member(s)

Name(s) of local member(s) and individual comments to be included, if appropriate.

None

3. Community / Town Council

None

4. Relevant Partners

The ICO has been consulted on aspects of the Policy.

5. Staff Side Representatives and other Organisations

None

**CABINET MEMBER PORTFOLIO
HOLDER AWARE/CONSULTED**

Yes

Include any observations here

**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
Handling Personal Data Policy	N/A	N/A
UK Government Legislation – Data Protection Act 2018	N/A	www.Legislation.gov.uk
Information Commissioner’s Office – Guide to Data Protection	N/A	www.ico.org.uk
Information Commissioner’s Office – Guide to the UK General Data Protection Regulation	N/A	www.ico.org.uk
Information Commissioner’s Office – [Enforcement] ‘Action we have taken’	N/A	www.ico.org.uk
Information Commissioner’s Office – ‘Personal data breaches’	N/A	www.ico.org.uk

Mae'r dudalen hon yn wag yn fwriadol

Handling Personal Data Policy

Version 3.0

carmarthenshire.gov.wales

Cyngor **Sir Gâr**
Carmarthenshire
County Council



Tudalen 15

Contents

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Part 4

25. Equalities statement
- Contact details
Approval and review date
Appendix 1

Part 1

1. Introduction

1.1 Carmarthenshire County Council (the Council) collects and uses a wide range of information about individuals, in order to carry out its functions and deliver its services. These people include our customers, clients, employees and residents of the County and the information we hold about them is their personal data. If we fail to take adequate care of the personal data we deal with and it is lost, stolen, disclosed inappropriately or otherwise misused, this could have a serious impact on the individuals concerned ranging from distress to actual physical harm. Personal data is therefore a valuable asset, but also a liability if we handle it incorrectly.

1.2 This policy is therefore designed to ensure that personal data is handled securely, in particular its storage and transfer, to assist in complying with the Council's legal obligations. It also sets out the Council's requirements for ensuring that personal data breaches are reported and responded to in a timely and effective manner.

1.3 This policy replaces the previous Handling Personal Information Policy & Procedure and the Breach Reporting & Response Policy.

2. Compliance measurement

2.1 Compliance with this policy is mandatory. Breaches of this policy by staff may lead to disciplinary action being taken against the employees responsible.

3. Sponsor

3.1 This policy is owned by the Corporate Information Governance Group.

4. Custodian

4.1 It is the responsibility of the Data Protection Officer (DPO) to ensure that this policy is reviewed and updated.

5. Policy statements

5.1 Carmarthenshire County Council is committed to processing personal data in accordance with the requirements of Data Protection legislation.

5.2 The Council views the proper handling of personal data as essential in delivering our services and maintaining the confidence of the people that we deal with.

5.3 Any personal data held by the Council which is not in the public domain will always be treated as being strictly confidential.

5.4 The Council will make maximum use of secure electronic methods to process personal data, including its creation, storage and transfer.

5.5 This policy is approved by, and has the full support of, the Council's Executive Board.

6. Definition of personal data

6.1 The legal definition of personal data is any information that relates to natural persons (that is, living individuals, as opposed to organisations) who can be identified, or are identifiable directly from the information, or who can be indirectly identified from the information, in combination with other information. The terms personal data and information, as used within this policy have the same meaning.

6.2 In practice, this is likely to include a very wide range of data, including, but not limited to:

- Names, addresses and dates of birth
- Reference numbers, such as employee or national insurance numbers
- Personal financial information such as bank details
- Descriptive or biographical information regarding an individual
- Photographs or other images

6.3 There are also special categories of personal data and we must be particularly careful when dealing with these. The special categories are personal data regarding:

- Racial or ethnic origin
- Political Opinions
- Religious or philosophical beliefs
- Trade Union Membership
- Genetic data
- Biometric data
- Health
- Sex life or sexual orientation

6.4 There are also specific requirements for personal data relating to criminal convictions and offences.

7. Legal background

7.1 Data Protection legislation (comprised of the Data Protection Act 2018 and the UK General Data Protection Regulation) sets out rules relating to the processing of personal data. Processing is defined as collecting, recording, storing and making any use of personal data, including its disclosure and disposal.

7.2 We are required to observe six principles relating to the processing of personal data. These are:

- Personal data must be processed lawfully, fairly and transparently
- Personal data must be collected for specified, explicit and legitimate purposes, and other uses must be compatible with these purposes
- Personal data must be adequate, relevant and limited to what is necessary in relation to the purposes for which it is used
- Personal information must be kept accurate and where necessary, up to date
- Personal data must not be kept for longer than is actually necessary
- Personal data must be processed in a secure manner, including protection against unauthorised or unlawful use of personal data and against its accidental loss, destruction or damage, using appropriate technical and organisational measures

7.3 This policy is principally concerned with adhering to the sixth principle, as set out above.

7.3 The ‘accountability principle’, which is specified in Article 5 (2) of the UK General Data Protection Regulation also requires the Council to take responsibility for what we do with personal data and how we comply with the six principles. Appropriate measures must be in place to be able to demonstrate compliance. This policy therefore forms part of the Council’s compliance with this principle.

7.4 The consequences of not handling personal data correctly could have serious consequences for the Council, as significant administrative fines can be imposed for serious personal data breaches.

8. Scope

8.1 This policy applies to all personal data owned by the Council.

8.2 This policy and procedure applies to all employees of the Council, including:

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

8.3 It is also recommended that the principles of this policy be adopted and applied by all Elected Members and Local Education Authority schools.

9. Information Asset Owners

9.1 The Council's **Information Security Policy** defines Information Asset Owners as Heads of Service.

10. Responsibilities

10.1 Employees are responsible for:

- Protecting the personal data they process by adhering in full to this policy.

10.2 Managers and Information Asset Owners are responsible for:

- Ensuring that their employees are made aware of this policy and have understood its requirements
- Ensuring that the requirements of the policy are fully implemented within their sections/teams
- Ensuring that their employees have received appropriate training on Data Protection requirements
- Taking appropriate action when breaches of the policy occur

Part 2

11. Use of portable devices and removable media

11.1 Portable devices include, but are not limited to:

- Laptops
- Tablets
- Smartphones

11.2 Removable media include, but are not limited to:

- USB memory sticks/storage devices
- SD cards
- CD-R and DVD-R

11.3 Personal data must not be processed on removable media that are not owned by the Council.

11.4 Personal data must not be processed on a personal device unless the device has been enrolled in the Council's Bring Your Own Device scheme. If staff are in doubt, they should contact IT for further support.

11.5 Portable devices or removable media must only be used to collect, store, transport or transfer personal data when there is a genuine need to do so and there is no alternative method available.

11.6 Before using portable devices or removable media to collect, store, transport or transfer personal data, permission must be obtained from the relevant manager or Information Asset Owner.

11.7 Personal data must never be kept on removable media unless it is encrypted.

11.8 Portable devices or removable media containing personal data must be stored and transported securely.

12. Secure storage and use of personal data

12.1 Storage and use of personal data in the form of paper should be minimised in line with the Council's policy statement on maximising the use of secure electronic methods to store and transfer personal data.

12.2 Personal data must always be stored in an appropriate location on the Council's network and never on the hard disk of the device. This protects the data in the event of cybercrime, computer failure or theft.

12.3 Personal data must not be left unattended where unauthorised persons can have access to it, such as on desks, windowsills, corridors and printers/photocopying devices.

12.4 Personal data must not be processed on computer equipment that is not owned by the Council.

12.5 Personal data should never be left visible on a computer screen when it is unattended - the device must be locked by the user.

12.6 When using applications such as Teams to screen-share, employees must ensure that any personal data that is not intended to be shared is not visible.

12.7 Personal data must never be uploaded/stored in cloud storage that is not provided by the Council. This includes, but is not limited to:

- Personal email accounts (such as Gmail, Hotmail)
- Microsoft OneDrive
- WhatsApp
- Dropbox

12.8 Personal data must never be uploaded to the Council's intranet, social media or any website unless:

- The personal data can lawfully be placed in the public domain and is intended for publication, for instance, planning applications or images of people who have consented to this
- The publication has been approved by a senior manager or Information Asset Owner

13. Working with personal data out of the office

13.1 When working from home or in a public area, where unauthorised persons are present such as family or members of the public, they must under no circumstances be allowed to have access to Council personal data in any form. This requirement includes ensuring that:

- Personal data is not visible to unauthorised persons on laptop screens
- Personal data cannot be overheard, for instance when being discussed using Teams, any other digital communication platforms, or speaking on a telephone
- Personal data contained within any paper documents is not accessible to unauthorised persons
- Council portable devices, which are provided for work purposes only, are not used by unauthorised persons such as family members
- Where there is a genuine need to take portable devices or removable media from one location to another, they are carried safely, and not left unattended and vulnerable such as within vehicles or in areas accessible to the public

13.2 Personal data in paper form must not be taken from its storage area within Council premises unless it is absolutely necessary to do so and only with the permission of the relevant manager or the Information Asset Owner.

13.3 Paper records containing personal data must only be taken to an employee's home with the permission of the manager, who is also responsible for ensuring that:

- A means of securely storing papers such as a lockable drawer or cabinet is provided
- A record is kept of what information is taken off site, when it has been taken, by whom and when it is returned

13.4 When personal data in paper form are taken out of Council premises or moved from one location to another, they must never be left unattended where they could be accessed by unauthorised persons such as within vehicles or public areas.

13.5 Paper records containing personal data must be carried safely when being taken from one location to another and never as loose pages. A suitable case, mail pouch or similar, which can be closed securely must always be used. Papers must never be carried as loose pages.

13.6 Employees must not print, scan or photocopy documents containing personal data using devices that are not owned by the Council. This includes personal devices within the home and those available for use in retail premises.

13.7 When working from home, to prevent issues relating to secure storage and disposal, staff should refrain whenever possible from:

- Making handwritten notes containing personal data
- Creating drafts on paper containing personal data

13.8 Personal data in paper form must not be kept in the home for longer than necessary and returned/taken to Council premises at the earliest opportunity, including for disposal.

13.9 Personal data in paper form must never be disposed of in the home. Disposition must be carried out in accordance with section 19 of this document and the Council's **Records Management Policy**.

14. Virtual meetings

14.1 Where a meeting requires the discussion of any personal data, participants must ensure that it is not overheard by any person who is not authorised to access the personal data.

14.2 When arranging a virtual meeting, using Teams for instance, the organiser of the meeting must take care to ensure that the correct attendees are selected, to prevent staff who are not authorised to access any personal data being discussed joining the meeting.

15. Transferring personal data outside the Council

15.1 This includes sending personal data to the following:

- Other local authorities
- Government departments
- External agencies, companies and organisations
- Individuals - our customers and clients

15.2 Personal data must only be sent outside the Council where this is in accordance with the law and it is necessary to do so.

15.3 Personal data must not be provided to any external organisation when anonymised, pseudonymised or statistical information could be used as an alternative.

15.4 Any personal information provided must be relevant, and the minimum necessary for a specified and lawful purpose.

16. Using an electronic method to transfer information

16.1 The safest, quickest and most cost-effective way of transferring personal data outside the Council is a secure electronic method. This must always be considered as the first option and used whenever possible. Where a portal or file sharing platform is available, this must be used in preference to sending personal data by email.

16.2 The Council utilises Transport Layer Security (TLS) to protect email sent to public sector organisations. This is therefore a secure method of transferring personal data where this is required.

16.3 Guidance on which email addresses are protected by TLS is published by the Council on its Intranet, which is updated when necessary and can be accessed via the IT Security page.

16.4 TLS does not cover email sent to any private sector recipients, which includes our customers and clients. Therefore, for all such recipients, secure methods include, but are not limited to:

- Office 365 encrypted email
- Council ShareFile

16.5 Where the content is particularly sensitive, consideration should be given to password protecting documents attached to emails to protect the personal data in the event that it is sent to the incorrect recipient and also whilst it is being kept by an intended recipient. When using password protection it is important to:

- Provide the password by a separate email, or via a different method, such as a telephone call

- Ask for confirmation of receipt of the first email containing the password before sending the second email attaching a document
- Ensure that only the copy being sent is password protected and that access to the original kept on the Council's network or system is not restricted in this way

16.6 When using email, sending to groups or lists of contacts should be avoided as this introduces the risk of disclosing personal data to recipients who are not authorised to access it.

16.7 The same care has to be taken when replying to emails, as choosing the 'reply to all' option may also result in the information being sent to unintended and unauthorised recipients.

16.8 When sending an email to a number of recipients, any personal email addresses must be entered into the Blind Carbon Copy or 'Bcc' field within the message rather than the 'To' field. Doing this conceals individuals' private email addresses and prevents them from being seen by the other recipients.

16.9 When beginning to type an email address, similar addresses that have been used previously will often be 'suggested' by the email software. It is essential that the correct address is chosen before the message is sent. **It is the sender's responsibility to check and double check that the correct address has been entered or selected before sending the email. The importance of this cannot be over-emphasised – many personal data breaches are experienced as a result of email being sent to the wrong recipient.**

16.10 Care must also be taken when forwarding email trails. The recipients of the latest message may not be authorised to see the content of earlier emails further down the trail.

16.11 Clear instructions must be included as to how the recipient is to handle the information, for example, if it is not to be passed on without first contacting the sender.

16.12 When a secure electronic method is not available and the information is not special category personal data, or otherwise likely to cause damage or distress if disclosed to a third party, then it can be sent by standard email. An example would be responding to an individual's correspondence about an issue already in the public domain. Care must nonetheless be taken to ensure that the message is sent to the correct email address.

16.13 All email usage is governed by the Council's **Email Usage and Monitoring Policy**.

17. Using other methods to transfer personal data

17.1 Other methods of transferring personal data include but may not be limited to:

- Royal Mail
- Courier

- Hand delivery/collection from Council premises

17.2 When a secure electronic method is not available and the information is not special category personal data, then it can be sent by Royal Mail without the need for any further assessment of risk. An example would be a letter informing a person that they have been successful in their job application. We also need to routinely send letters containing personal information to our customers, for example, in connection with benefit claims. Care must nonetheless be taken to ensure that the information is correctly addressed to a named recipient.

17.3 In the absence of a secure electronic method, when the information to be sent is special category personal data, then the following must always be considered when deciding what means of transfer is appropriate:

- The precise nature of the information, its sensitivity, confidentiality or value
- What damage or distress could be caused to individuals if the information was lost or accessed by unauthorised persons
- The effect any loss would have on the Council
- The urgency of providing the information, taking into account the effect of not sending the data, or any delay in sending the data

17.4 If it is considered appropriate to send special category personal information by Royal Mail, the following steps must be taken:

- The envelope in which the information is sent must be clearly addressed to a named recipient
- The information must be sent by a traceable method

17.5 When using a courier to transport any personal data, reasonable steps must be taken to ensure that they operate within appropriate security standards.

17.6 When it is not deemed appropriate to transfer personal data by Royal Mail, or courier and a secure electronic method is not an option, the information should be provided by hand to the recipient, or an arrangement made for the data to be collected and a record kept which includes:

- A brief description of the information provided
- The date it was provided
- The name and contact details of the recipient, and if relevant, their designation

17.7 When released to individuals, documents containing personal data should include a watermark stating "Disclosed Copy".

18. Checking information before it is sent

18.1 When special category personal data, or personal data that is otherwise likely to cause damage or distress if disclosed to a third party, is being sent outside the Council in any format, the sender should consider having the information checked by another person before it is sent.

18.2 The person sending the information is responsible for:

- Ensuring that the email or postal address the information is being sent to is correct
- Making sure that when information is supplied in hard copy, a named recipient of the information is clearly specified
- Ensuring that no information relating to third parties has been included in error, either in a letter/email or an attached document

18.3 If it is considered necessary for another person to check the information, the other person is responsible for:

- Checking that the email or postal address the information is being sent to is correct
- When information is being supplied in hard copy, checking that a correct named recipient of the information has been specified
- Checking that no information relating to third parties has been included in error, either in a letter/email or an attached document
- Recording that they have checked the email, letter and/or attachments

19. Transferring personal information securely within the Council

19.1 Personal data must only be transferred within the Council when it is absolutely necessary to do so. Wherever possible and appropriate, personal data should be accessed via the Council's network.

19.2 Personal data must not be moved from one department to another when anonymised, pseudonymised or statistical information would be sufficient. Any information transferred must be relevant and the minimum necessary for a specific and lawful purpose.

19.3 The genuine need to transfer personal data in paper form within the Council is limited, given the safer, easier and faster alternatives available. However, where it is necessary to transfer paper documents containing personal data they must always be provided in a sealed envelope addressed to a named recipient. Where it is necessary to provide a substantial volume of paperwork, for example one or more files, a robust, tamper proof envelope must be used.

19.4 If it is deemed inappropriate for anyone other than the intended recipient to see personal information contained in a document, the envelope must be clearly marked 'Confidential - addressee only'.

20. Retention of personal information

20.1 When it is no longer necessary to keep personal data on portable devices or removable media, it should be deleted immediately.

20.2 Where a portable device is used for the purpose of collecting personal data, the information should only be kept on it for as long as is absolutely necessary. The information should be saved on the Council's network at the earliest opportunity and deleted off the device.

20.3 In all other cases, where it is decided that it is no longer necessary to retain personal information, the Council's **Retention Guidelines** must be referred to before deleting or destroying records.

20.4 Paper records containing personal information must be disposed of securely, by shredding or the use of the confidential waste service in accordance with the Council's **Records Management Policy**.

20.5 Disposal of IT equipment must only be carried out by the Council's IT Services in accordance with the Council's **Information Security Policy**.

Part 3

21. Personal data breaches

21.1 These would include cases where personal data is lost or stolen, either in electronic or paper format. Other examples would include emailing personal data to an unintended recipient or accidentally placing personal data on the Council's website.

21.2 Data Protection legislation places an obligation on the Council to document all Personal Data Breaches, in effect, to maintain an internal register of such incidents.

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

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

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

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

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

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

22. Reporting breaches

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

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

22.2 All breaches must be reported in accordance with this policy, regardless of the nature of the incident.

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

databreaches@carmarthenshire.gov.uk

22.4 Out of office hours, breaches must be reported via Delta Wellbeing (0300 333 2222).

22.5 The response to data security breaches will be coordinated by the Breach Response Team, comprised of the:

- Information Governance & Complaints Manager (DPO)
- Digital Security Officer
- Manager – Information Systems, Security

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

23. Procedure for responding to breaches

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

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

23.2 Upon being made aware of a breach, the Breach Response Team will notify the relevant manager who will then begin to document the breach using the standard **Breach Report template**.

23.3 The details of the breach will also be entered on a register of personal data breaches maintained by the DPO and an unique incident number created.

23.3 Where the breach is believed to relate to financial information such as bank account details, payment cardholder's information or of a system related to the Payment Card Industry (PCI), the Breach Response Team must implement the **PCI Breach Response Plan** immediately (attached as **Appendix 1**)

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

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

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

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

23.6 The DPO should be consulted on the assessment of risk and the ICO's **self-assessment** tool and guidance can be utilised to assist with this.

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

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

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

23.10 The steps set out from 20.1 to 20.8 above must be completed within a maximum of 5 working days.

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

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

23.12 A copy of the completed Breach Report must always be provided to the relevant Director.

23.13 The register of personal data breaches will be made available to the members of the Corporate Information Governance Group which will also consider personal data breaches as a standing agenda item.

24. Other policies or procedures

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

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

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

Part 4

25. Equalities statement

25.1 All employees are required to 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, disability, religion and belief or non-belief, age, sex, gender reassignment, gender identity and gender expression, sexual orientation, pregnancy or maternity, marital or civil partnership status.

25.2 In addition, the Welsh Language Standards ask us to 'ensure that the Welsh language is treated no less favourably than the English language' and this principle should be adopted in the application of this policy.

If you require this document in an alternative format please email dataprotection@carmarthenshire.gov.uk

Policy approved by the Executive Board on:
Policy review date:

Appendix 1

PCI Breach Response Plan

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

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

Y CABINET
13eg Medi 2021

ADRODDIAD BLYNYDDOL CYNLLUN CYDRADDOLDEB STRATEGOL 2020-21

Y Pwrpas:

I gymeradwyo Adroddiad Blynyddol y Cynllun Cydraddoldeb Strategol ar gyfer 2020-21.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

- Bod y Cabinet yn cymeradwyo Adroddiad Blynyddol y Cynllun Cydraddoldeb Strategol ar gyfer 2020-21.

Rhesymau:

Mae'r Ddeddf Cydraddoldeb 2010 yn cyfuno deddfwriaethau gan gryfhau a mireinio'r Gyfraith gan ei gwneud hi'n haws i bobl ddeall a chydymffurfio. Daeth y mwyafrif o'r Ddeddf i rym ar 1 Hydref 2010.

Mae Adroddiadau Blynyddol yn gyfle da i fonitro, adolygu a myfyrio ac yn gyfle i'r awdurdod i nodi ei weithgarwch parhaus ynghylch cyflawni'r dyletswyddau cyffredinol a phenodol. Mae hyn yn cynnwys ystyried a ydy'r trefniadau a chamau gweithredu yn effeithiol ac yn parhau'n briodol. Bydd adroddiadau blynyddol yn cynorthwyo awdurdodau i fonitro eu gwaith eu hunain, yn ogystal â darparu tryloywder ar gyfer rhanddeiliaid.

Disgwylir i Adroddiadau Blynyddol gynnwys gwybodaeth ynghylch y gweithlu, hyfforddiant a thâl. Paratoir yr Adroddiad Gwybodaeth am y Gweithlu gan yr is-adran Rheoli Pobl.

Y Pwyllgor Craffu a'r dyddiad Ymgynghorwyd â'r Pwyllgor Craffu Polisi ac Adnoddau ar 21.07.2021

Angen i'r Cabinet wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

Aelod(au) y Cabinet sy'n gyfrifol am y Portffolio:

- Cyng. Ann Davies (Cymunedau a Materion Gwledig)

Y Gyfarwyddiaeth: Prif Weithredwr

Enw Pennaeth y Gwasanaeth:
Noelwyn Daniel

Awdur yr Adroddiad:
Llinos Evans

Swyddi:

Pennaeth TG a Pholisi
Corfforaethol

Swyddog Polisi a
Phartneriaeth

Rhifau Ffôn / Cyfeiriadau E-Bost:

01267 246270
NDaniels@sirgar.gov.uk

01267 224914
LlinEvans@sirgar.gov.uk

EXECUTIVE SUMMARY

Strategic Equality Plan Annual Report 2020-21

The Equality Act 2010 includes a public sector equality duty, replacing the separate duties on race, disability and gender equality.

The new general duty covers the following protected characteristics:

- Age
- Gender reassignment
- Sex
- Race – including ethnic or national origin, colour or nationality
- Religion and belief – including lack of belief
- Disability
- Marriage and Civil Partnership
- Pregnancy and maternity
- Sexual Orientation.

The aim of the general duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities.

Public bodies are required to have due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not.

Annual Reporting as a Specific Duty

The Wales specific equality duties set out the requirement to report annually under the heading *Reports by authorities on compliance with the general duty*. This is a useful reminder that the essential purpose of the specific duties is to help authorities to have better due regard to the need to achieve the 3 aims of the General Duty. The Regulations invite authorities to produce an annual report covering *any matter* that is relevant to the authority fulfilling the general and specific equality duties.

DETAILED REPORT ATTACHED?

Yes

Strategic Equality Plan Annual Report
Appendix 1: Action Plan 2021-24

IMPLICATIONS

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

Signed: Noelwyn Daniel

Head of ICT & Corporate Policy

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

1. Policy, Crime & Disorder and Equalities

The development and publication of a Strategic Equality Plan is a Statutory responsibility under the Equality Act 2010.

Equality and Diversity issues are considered alongside the Well-being of Future Generations Act responsibilities.

2. Legal

There are legal obligations to non-compliance with the Equality Act 2010.

3. Staffing Implications

The publication of a Workforce monitoring report is a statutory duty. This report is published separately, due to its detailed nature.

CONSULTATIONS

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

Signed: Noelwyn Daniel, Head of ICT & Corporate Policy

1. Scrutiny Committee

The Policy and Resources Scrutiny Committee at its meeting held on the 21st July 2021 UNANIMOUSLY RESOLVED that the report be approved.

2 Local Member(s) – N/A

3. Community / Town Council – N/A

4. Relevant Partners – A variety of organisations and individuals have been consulted with to collect data and opinions.

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

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

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
	Tudalen 37

<p>Equality and Human Rights Commission Guidance for the Public Sector in Wales</p>	<p>http://www.equalityhumanrights.com/wales/publications/guidance-on-the-equality-duty-for-the-welsh-public-sector/ or through Llinos Evans (LlinEvans@carmarthenshire.gov.uk / 01267 224914)</p>
<p>Carmarthenshire County Council's Strategic Equality Plan 2016-20</p>	<p>http://www.carmarthenshire.gov.uk/english/council/pages/equalitydiversity.aspx or through Llinos Evans (LlinEvans@carmarthenshire.gov.uk / 01267 224914)</p>

Strategic Equality Plan

Annual Report

2020-21

carmarthenshire.gov.wales

Cyngor **Sir Gâr**
Carmarthenshire
County Council



Tudalen 39

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Foreword to the Strategic Equality Plan Annual Report 2020-21

We are pleased to present Carmarthenshire County Council's Annual Report for 2020-21 detailing the implementation of our Strategic Equality Plan and our Strategic Equality Objectives. This report outlines our work to implement the first year of our revised SEP and our new Strategic Equality Objectives for 2020-24, which are –

1. Being a leading employer
2. The needs and rights of people with Protected Characteristics shape the design of services
3. Safe and Cohesive communities that are resilient, fair, and equal
4. Improving access to our services and access to our environment.

Strategic Equality Plans (SEPs) are important documents that set out how public bodies will consider the needs of groups with 'protected characteristics', as outlined in the Equality Act 2010. This is intended to ensure that all individuals receive just and equitable treatment in respect of service delivery and strategy/policy formulation.

Carmarthenshire County Council is a Proud Employer, through the **Stonewall Diversity Champions** programme and during the year, we have worked closely with Stonewall to address key areas noted in the soft audit that we completed in 2019-20. This includes work led by our People Management Team on thorough policy reviews to ensure that we use inclusive language and discussion on learning and development opportunities for our staff. Through our previous membership, we learnt so much as an employer and provider of services and we are now ready to build upon that good work as we prepare to formally submit in 2021-22.

Councillor Cefin Campbell has been the Chair of the **Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic)** during the year. Members are fully committed to listening to and understanding the key challenges and barriers for the Black, Asian, and Minority Ethnic community and both Cefin and I would like to thank the guest speakers and various organisations for their time and feedback.

Our first focus was to consult on our county memorials with a specific focus on Sir Thomas Picton and to prepare recommendations for the Executive Board to consider. I would personally like to thank everyone who took part in the consultation and gave us as a group further evidence to consider.

Our discussions continue and we are looking forward to presenting our further recommendations on areas such as education and employment, to the Executive Board, during 2021. We will of course be reflecting on the work undertaken by the Welsh Government in preparing a national Race Equality Action Plan as part of our discussions.

2020-21 is our first year of implementing our **Diversity and Equality Promotion Calendar and the Flag and illumination protocol**. The aim of the calendar is to provide a standardised

and authorised timetable of key equality and diversity celebratory / designated days. It provides a platform for both internal and external communication, across all the protected characteristics, as noted in the Equality Act 2010. Further details and examples can be seen as part our Strategic Equality Objectives section. We have ensured that our work within the national Community Cohesion programme also links in with the calendar and we will continue to review the dates and events included, to ensure that a wide range of events, days and groups are reflected.

2020-21 has been an unprecedented year, and as a council, we have had to adapt, realign, and recover our services due to the **Covid-19 pandemic**. Carmarthenshire has always had a strong sense of community and this became even more apparent during the lockdown as a number of community groups were established, mainly online through social media platforms, with the aim of supporting vulnerable people in their communities. As we reflect on the impact of the pandemic on our communities and our citizens, we will ensure that due regard is given to our responsibilities under the Equality Act and the Public Sector Duties and that are protected groups are involved in rebuilding and recovering our services.

To close, I would like to extend a sincere thank you to Cllr. Cefin Campbell for his work and leadership as the Executive Board Member for Communities and Rural Affairs, with specific responsibility for Equality and Diversity. As a local authority, we recognise that there is more work to be done and we look forward to developing partnerships with our communities and with the protected groups to learn more.

Councillor Ann Davies

Executive Board Member (Equalities)

Section 1 - Introduction

Introduction and background

Public Sector Equality Duties

The General Duty

The aim of the General Duty is to ensure that public authorities and those who carry out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities.

Public bodies are required to have due regard to the need to:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act
2. Advance equality of opportunity between people who share a relevant protected characteristic and those who do not
3. Foster good relations between people who share a protected characteristic and those who do not.

Specific duties in Wales

The Equality Act 2010 made provision for Welsh Ministers to be able to make regulations that place specific public sector equality duties on relevant Welsh public authorities listed in Part 2 of Schedule 19 of the Act.

The duties have been developed to be proportionate in design, relevant to need, transparent in approach and tailored to guide relevant Welsh public authorities towards better performance of the general duty. The ambition is to better meet the needs of the citizens of Wales relying on the services provided to them by the public sector.

The Specific Duties in Wales are set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 and came into force on 6 April 2011 and note that the listed bodies will undertake and develop the following requirements:

- Objectives
- Strategic Equality Plans
- Engagement
- Assessing Impact
- Equality information
- Employment information
- Pay differences
- Staff training
- Procurement
- Annual reporting (by Public Authorities and Welsh Ministers)
- Publishing
- Review
- Accessibility

Section 2 - Identifying, collecting, and using relevant information

2.1 Our communities

Statistical background

Carmarthenshire has an estimated population of 186,452 and a population density (population count/area in sq. km) of 77 people per square km. The County is very diverse and rural. It consists of 58 Electoral Wards with 74 Elected Members. Demographic Profiles have been produced of each of the Electoral Wards and for the County which provides a picture of life in the individual communities as well as valuable local information. The profiles will give you information such as:

- Population Statistics
- Population density
- Birth and Death rate
- 2011 Census Data
- Housing Information

The [Ward Profiles](#) can be accessed through the Council's corporate website.

Statistical information provides us with a useful baseline of information; however, the Census results do not provide information on all protected characteristics.

As a local authority, we can access a wealth of data. Our key aim during the preparation of the evidence report was to identify data to support the General Duty in:

1. Eliminating unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act
2. Advancing equality of opportunity between people who share a relevant protected characteristic and those who do not
3. Fostering good relations between people who share a protected characteristic and those who do not.

2.2 Our staff

Carmarthenshire County Council has been collecting employment data for several years and has developed specific resources to explain to staff why the information is collected and how the data can influence our workplace policies and support for staff. Our detailed Workplace Profile Report can be viewed on our corporate website. Following the publication of the Equality Act 2010, the People Management division have been working to improve the collection of workforce data and we recognise that this is a continuous process.

Section 3 – Equality Impact Assessments

Equality Impact Assessments are a key element of the Strategic Equality Plan and objectives and are integral to all budgetary, policy and strategic decisions. Heads of Service and Budget Managers are required to complete an assessment of all policy decisions as part of the budget setting process. It is also key that assessments are undertaken as part of all policy and strategy developments and that the Organisational Change template is completed when there are HR considerations.

The Policy and Partnership Team are leading on the introduction of an Integrated Assessment. This is due to the fact that the Council has a statutory requirement to complete impact assessments under a number of new and existing legislation.

These requirements are legal obligations for the Council and failure to meet these duties may result in the Council being exposed to legal challenge.

This integrated assessment incorporates the requirements of the following Acts into one Impact Assessment:

- Well-being of Future Generations (Wales) Act 2015
- Public Sector Equality Duty and the Equality Act 2010
- Welsh Language Measure 2011 and Welsh Language Standards
- United Nations Convention on the Rights of the Child (UNCRC) & Rights of Children and Young Persons (Wales) Measure 2011
- Environment (Wales) Act 2016 – Biodiversity and Resilience of Ecosystems Duty
- General Data Protection Regulation
- Socio-economic Duty (which came into force on 31 March 2021).

Section 4 – Training

The Council's Learning and Development Team prepare an annual Learning & Development Plan which outlines all the training and development opportunities available - including Equality and Diversity opportunities. Line Managers are required to discuss learning and development opportunities as part of staff appraisal and ensure that staff have opportunities to develop professionally.

All new members of staff are required to complete “Engaging Diversity”, an on-line learning module within six months of appointment. All Managers and Senior Managers are required to attend the Behavioural Standards in the Workplace training and, if involved in recruitment activities, Recruitment and Selection Training.

Section 5 – Procurement arrangements

The Policy and Partnership Team work closely with the Procurement Unit to ensure compliance. One of the key documents is the Supplier Qualification Information Database (SQuID). This Information is a template provided by the Value Wales Division of the Welsh Government.

The SQuID has been designed to simplify and standardise the selection stage of procurement whilst improving transparency. This approach also makes it easier for small businesses to tender for public sector contracts. Information in relation to Equalities is included in the SQuID documents and all potential suppliers must complete the section. The SQuID template specifically asks prospective suppliers for information in relation to any findings of unlawful discrimination by an Employment Tribunal, an Employee Appeal Tribunal, or any other court and/or any complaints upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or comparable body in any jurisdiction other than the UK) on grounds of alleged unlawful discrimination. The guidance clearly notes that any prospective suppliers, who hold any findings against them, will not be selected to tender, unless they have provided adequate evidence that they have taken appropriate action to stop it happening again.

Colleagues from Stonewall held a tailored session with our Procurement Team to discuss opportunities to promote equality and diversity within our tender documents and contracts. Pre-tender documents include questions regarding whether a supplier has an equality and diversity policy in place that explicitly bans bullying and harassment on all protected characteristics in the Equality Act.

Welsh Government Code of Practice – Ethical Employment in Supply Chains

The Ethical Employment in Supply Chains Code of Practice has been established by the Welsh Government to support the development of more ethical supply chains to deliver contracts for the Welsh Public Sector.

The Executive Board have also nominated an Ethical Employment Elected Champion, Cllr. David Jenkins.

Case Study 1: Employee Well-being Advice and Support Centre

Following the lockdown on 23rd March 2020, all our employee's roles were adjusted to accommodate the situation at hand. Some were redeployed into areas of need, others were required to work from home whilst adjusting to working, living, and schooling in some cases and there were also staff who weren't able to attend work in any capacity. These significant changes brought challenges and disruption for all staff and in turn heightened levels of anxiety and stress. However, worryingly this was not reflected in the level of referrals we were seeing to the Occupational Health Department in particular management referrals requesting Well-being support.

Following analysis of Occupational Health referrals, Authority sickness figures and through discussion, we identified the requirement for the Employee Well-being Advice and Support Centre (EWA&SC) a self-referral form accessible to all to ensure that all employees, whether working from home, furloughed, redeployed, or shielding could access support when they needed it and without delay. This self-referral service was officially launched on 17 April 2020 and could be accessed via the internal and external intranet, whether in work or at home. The launch was communicated via the Staff news and manager bulletins were also sent to all heads of service and schools. EWA&SC communications were also distributed to all business partners, health and wellbeing champions and publicised widely during DMT'S and various meetings throughout the authority.

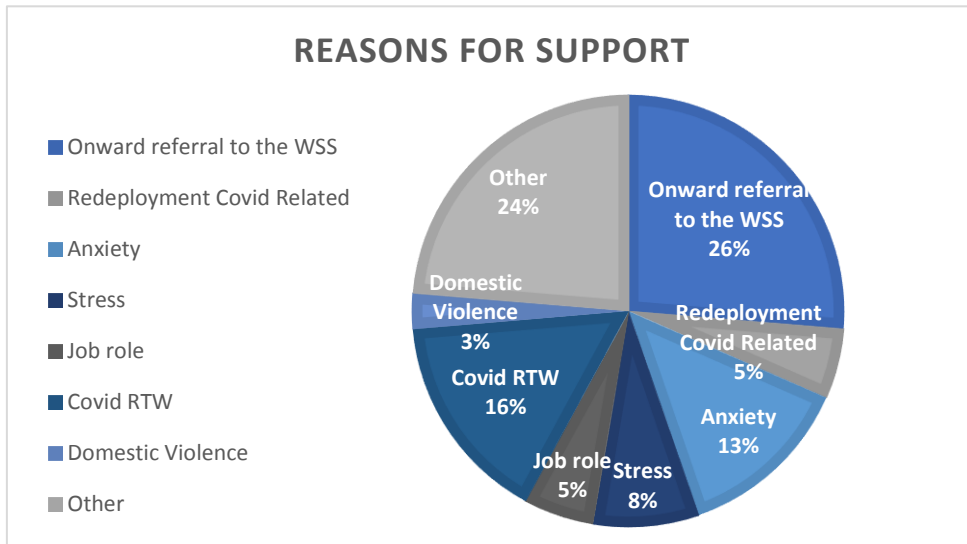
The EWA&SC was accessed via a short Microsoft form, where employees could request support for a variety of reasons. When submissions were received, one of our Clinical team reviewed and contacted the employee to provide: advice and guidance, signposting to relevant support/ external services and/ or onward referral email to manager for further Well-being Support via the Well-being Support Service or Occupational Health Practitioner.

Statistics

81% of responses were submitted by **females**.

The service was accessed by all departments but primarily **Education and Children**. With 66% of referrals being submitted by the department

As can be seen from the below table the service was utilised for a plethora of reasons. We used this knowledge to continually improve the information, support links and articles provided to staff on our Health and Wellbeing, Occupational Health and Coronavirus pages.



**Other refers to: Pain, Lack of Support, Life after lockdown*

Feedback

Feedback was obtained a couple of months after launch to pick up on any areas we were overlooking and to learn ways to improve. However, all feedback from employees was very positive at every stage. Please see outcomes below:

Ease of Use:

4.6 out of
5

*Ability to listen
and respond to
the concerns of
the employee:
5 out of 5*

Politeness and
Professionalism
of Practitioner:

100%

Satisfied with
Support, Advice
and Guidance
received:

100%

“She was lovely, easy to talk to, listened and responded to my concerns.”

“Helpful service. Have received help in the past by person, but a telephone consultation was very helpful in reducing my anxiety slightly.”

Case Study 2: Organisational Development

During the year, the Organisational Development team have led and supported several initiatives to support our services and staff in our response to the pandemic. In terms of online delivery and addressing physical issues,

- Our Graduate Certificate Programme for Social Workers involved 1 day and 4-day workshops for learners. These workshops were previously held in accessible training rooms, but were moved online during the pandemic, delivered through Microsoft Teams. One of our participants in 2020 who was a wheelchair user, told us that the move to online learning removed the difficulty involved with travelling and physically attending courses, and that this helped them to focus on the learning.
- Research carried out in consultation with our Research in Practice Group, revealed that several participants expressed that online learning helped support their mental health, in situations where physically attending training sessions may have otherwise exacerbated their anxiety conditions.

In our work to support Disabilities

- During 2020, Organisational Development worked with the Wales Union Learning Fund who provided training to our Domiciliary Care Practitioners in developing their digital skills so that they could better support their clients, especially during the pandemic.
- Learners with dyslexia on our All-Wales Induction Framework (delivered by Carmarthenshire County Council) are provided with extra sessions to be able to catch up. We have supported two candidates in this way during 2020. The feedback received, is that the online 1:1 nature of this additional support, has supported these candidates in a private and supportive way, enabling them to meet their learning goals.
- An extensive range of learning and development was provided digitally and made freely available online, to support Care skills and services during the pandemic. This work was recognised by Social Care Wales and included: dementia, autism, positive behavioural support, personal resilience, and wellbeing

As a bilingual employer, we encourage and support our staff to learn and improve their Welsh Language skills

- Carmarthenshire County Council won 'Welsh Employer of the Year 2020' in the Learn Welsh Awards, awarded by Aberystwyth University



- A Welsh language learning area on the intranet was published, providing easy access to an extended range of Welsh language support and formal language courses for learners (compared to 2019/20), which correlates with an increased uptake in the registration of learners onto Welsh language courses during 2020/21. We also link to resources from the National Centre and Say Something in Welsh, where audio resources are used to support visually impaired learners. The online provision of courses has facilitated courses to start at different times throughout the year, resulting in learners having quicker and easier access to courses, without needing to wait for the start of the academic year in September.
- We supported candidates on the All-Wales Induction Framework (for Care) who have English as their second language; providing extra sessions and extra resources so that learners felt supported and equal with the other candidates in the cohorts. When referrals, especially for Welsh Language speakers were required, we liaised with other Welsh speaking Tutors to give tailored guidance.
- Our short learning videos created by Organisational Development and available on the Council’s internet, include bilingual subtitles for Welsh and English participants.

YOU AND YOUR TEAM

People are facing a range of new challenges. This may mean that they need different support, or the same support provided in a different way.

This section helps you think about what staff might need from you and explore ways in which you can support them to perform.



Appraisals (Recognise. Grow. Together)

Effective 1-1 meets are vital to high performing teams. This new tool will support you to hold successful appraisals.



Managing a Remote Team: A short video to help you to avoid being “remote” as a remote manager. Tips that offer an immediate impact when managing a remote team.



Team Wellbeing

Information and advice to support the wellbeing of you and your team.

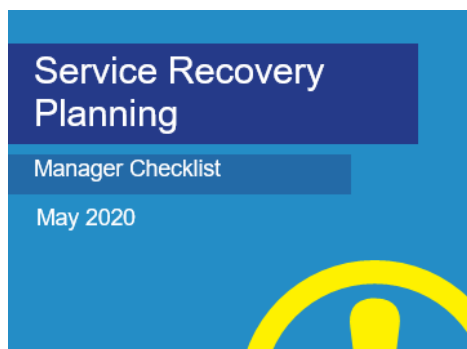
Case study 3: The impact of the Covid-19 pandemic

As a council, we have continued to **monitor the impact of the pandemic** across our communities and have ensured that we conveyed key communication messages to our seldom heard groups by sharing information in a wide range of Languages and formats.

Throughout the pandemic, we were aware of analysis published by the Office of National Statistics which showed that **the risk of deaths involving COVID-19** among some ethnic groups, in England and Wales, is significantly higher than that of those of White ethnicity. This difference is partly explained by socio-economic factors, geographical location, and other circumstances, but part of the difference remains unexplained.

This data is on an all-Wales basis and is not available at Carmarthenshire level; however, it shows that people from all minority ethnic groups, with the exception of Chinese and Mixed, are at a **greater risk of death from COVID-19**. In particular, black people are nearly twice as likely to experience a COVID-19 related death, taking into account different social and geographical factors. They are followed by the Bangladeshi/Pakistani community who are more than one and a half times more likely to die from coronavirus. Gypsies and Travellers are also an ethnicity and also have a relatively high risk of coronavirus in terms of underlying health issues and cultural factors.

Impact of Covid-19



From the onset of the pandemic, the authority established a Gold and Silver command structure to oversee and prioritise strategic decisions. Clear direction was given in terms of the impact of service closure on our protected groups and our employees. Also, as part of the re-starting of services that stopped when we went into lockdown, Gold Command established a robust four stage process, with clear guidance that no service would be asked to re-start

until the four stages had been completed.

Our Leader and Chief Executive gave a clear vision that re-starting services needed to be done in a safe and planned way. We needed to make sure that our services were safe for the public to use and safe for our staff whilst working.

A Service Recovery Planning page was published on the intranet, including key information and a step-by-step guide for managers who are asked to plan the recovery of their service. As part of this template, managers were required to complete information on supporting the workforce, disability, and Equalities.

Disability	
When recovering your service, you must take steps to remove, reduce or prevent the obstacles a disabled worker might face. You must ensure that a disabled worker has the same access to everything that is involved in doing and keeping a job as a non-disabled person.	
	<i>Applicable (click box)</i>
Have you considered any obstacles which have arisen during closure of service? E.g. revision of office location or layout	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you reviewed any reasonable workplace adjustments that are already in place and discussed with employees and workers whether these need to be updated as part of any new working arrangements? (Ideally this would form part of ongoing updates you have been having with your staff).	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you considered how you can, as far as possible, remove or reduce any substantial disadvantage faced by your disabled workers, which would not be faced by a non-disabled worker? E.g. specialised equipment and technology-based support.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Equalities	
Within the Equality Act 2010, public bodies have an additional responsibility to meet the Public Sector Equality Duty, as outlined below. When making decisions and delivering services, we must have due regard to:	
	<i>Applicable (click box)</i>
Eliminating discrimination, harassment, victimisation and any other conduct that is prohibited under the Act	Yes <input type="checkbox"/> No <input type="checkbox"/>
Advancing equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it	Yes <input type="checkbox"/> No <input type="checkbox"/>
Fostering good relations between persons who share a relevant protected characteristic and persons who do not share it.	Yes <input type="checkbox"/> No <input type="checkbox"/>
When recovering your service, please ensure that you consider the following in context of the Protected Groups (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation):	
The impact of your decisions on the Protected Groups e.g. look at the profile of service users and who could be affected by changes	Yes <input type="checkbox"/> No <input type="checkbox"/>
Ensuring the recovery of services does not unlawfully discriminate e.g. accessibility of the service and information	Yes <input type="checkbox"/> No <input type="checkbox"/>

Strategic Equality Objective - The needs and rights of people with Protected Characteristics shape the design of services

Case study 4: Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic)

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

Notices of Motion received by Council

The first Notice of Motion was received by Council at its meeting held on 12 February 2020. Council referred the following Notice of Motion to the Executive Board:

(Minute 7.1 refers)

That Carmarthenshire County Council –

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

The second Notice of Motion was received by Council at its meeting on 8 July 2020 Council referred the following notice of motion to the Executive Board: -

(Minute 7.1 refers)

The harrowing death of George Floyd in the USA and the weeks of protest and debate that have followed has given us all an opportunity to reflect on the harsh reality of racism across the world. We pride ourselves on being a caring, open, and inclusive County, but it has to be openly acknowledged that sadly elements of racism and intolerance remain within our society today. It is therefore incumbent on this Council to formally recognise these failings, reach out to the BAME community, formulate proactive educational programmes, and undertake a re-evaluation of our historical monuments in the light of recent events.

Therefore, this Council

- *Makes a clear and unequivocal statement that it abhors racism, prejudice, and discrimination in all its forms – past and present.*
- *Supports the message of 'Black Lives Matter' and believes in the right of citizens to protest peacefully in a safe environment.*

- *Recognises the importance of BAME communities in our county and commits to working with them. We aim to educate, identify, and eradicate racism in Carmarthenshire.*

The council will:

- *Listen to the voice of BAME communities in our county and will set up a Cross Party Task and Finish group to take evidence to ensure that their concerns, fears, and proposals are fully heard and informs future policy, with the group completing the work within six months.*
- *Work with the Dyfed Powys Police and Crime Commissioner to deal with racism, prejudice, and discrimination within the judicial system.*
- *Continue to learn from historical events in a factually balanced approach*
- *Commit to working with our schools to include the themes of colonialism, exploitation, discrimination, and racism in the new National Curriculum and in lifelong learning*
- *Welcome the First Minister's announcement to undertake a national review of public monuments, including the one to Thomas Picton in Carmarthen, as well as street names and report upon their appropriateness in 21st century Wales.*
- *Embrace Black History Month (October) by holding public events to highlight the reality of the negative impact of racial inequality and celebrate the contribution made by BAME communities to our local and national life*

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

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

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

Strategic Equality Objective - Safe and Cohesive communities that are resilient, fair, and equal

Case study 4: Diversity Calendar

The aim of the Equality & Diversity Promotion Calendar is to provide a standardised and authorised timetable of key Equality and Diversity celebratory / designated days. The calendar aims to provide a platform for both internal and external communication, across all protected characteristics, as noted in the Equality Act 2010.

Teams from the council have worked on the Equality and Diversity Calendar to promote awareness, celebrate diversity, and commemorate certain historical events. During 2020/21 the Community Cohesion team promoted and supported a number of campaigns including Hate Crime Awareness Week, Black History Month sharing social media on an ITV documentary exploring what it is to be Welsh and Black. Also, Holocaust Memorial Day, LGBT History Month, International Womens Day, Refugee Week and Gypsy Traveller History Month.

A few examples are noted below -

White Ribbon campaign

How you can support this year's White Ribbon campaign

186 days ago



There's just a couple of days to go until this year's White Ribbon Day on November 25 which aims to raise awareness and work towards ending male violence against women.

As part of the campaign the day is followed by 16 Days of Action.

Last year in Carmarthenshire over 2,800 victims reported to the police, with a significant increase in referrals to specialist services reported in the last couple of months.

Unfortunately, due to Covid-19, a number of events to mark White Ribbon Day will not be able to take place such as the White Ribbon Walk in Carmarthen. During the pandemic it's more important than ever that residents continue to show their support. This can be done in a number of ways, including by making the [promise online](#) to 'never commit, excuse or remain silent about male violence against women.'

While domestic abuse affects both sexes, the largest number of violent incidents involve men against women. But ultimately male violence against women is everyone's issue, not just women's.

Men can sign up to become a White Ribbon [Ambassador](#) and women a [Champion](#) and help promote awareness of the campaign and engage with men and boys to step up and call out violent behaviour among their 'peers.'

Once again this year Carmarthenshire County Council will be showing its support by flying the White Ribbon flags at its council buildings in Carmarthen (County Hall), and town halls in Llanelli and Ammanford on November 25.

Cllr Cefin Campbell, Carmarthenshire County Council's Executive Board Member for Community Safety and a White Ribbon Ambassador, said: "As a council we have supported the White Ribbon campaign for a number of years and I'm proud to say we're doing so again. This year due to Covid-19 it's more important than ever that we not only support but we raise awareness of the support that's out there locally and nationally to those who need it. If you or someone you know is affected by domestic abuse please don't suffer in silence there is help out there. We can all play our part, from signing the pledge to becoming an ambassador or champion."

Support and advice for anyone affected by domestic abuse is available by calling Live Fear Free on 0808 80 10 800. For local advice or how you can donate to their services you can contact [Llanelli](#) (Llanelli) on 01554 752 422; [Calan DVS](#) (Ammanford) on 01269 597 474 and [Carmarthen Domestic Abuse Service \(CarmDAS\)](#) on 01267 238 410.

Trans day of Visibility

Trans day of Visibility gave us an opportunity to reinforce key workplace messages and underline our commitment to equality of opportunity and promoting diversity. We value all staff regardless of their sexual orientation or gender identity. As a key employer, we aim to create an environment in which all staff, whatever their sexuality or sexual identity are equally welcomed and valued, and in which homophobic, bi-phobic, trans phobic and other discriminatory behaviour is not tolerated.

Over the last 12 months we have developed guidance to support employees who are LGBT and managers who have LGBT staff in their teams. The aim is to support managers with their responsibility for developing an inclusive culture in their workplace and providing the appropriate support to their LGBT team members. Also, to ensure that all staff feel supported to be themselves in the workplace and understanding their own responsibilities for maintaining appropriate behaviour and upholding the Authority's core values. This guidance supplements the Authority's Equality & Diversity policy and Behavioural Standards guidance.

TRANS DAY OF VISIBILITY

🕒 56 days ago

Wednesday, March 31 2021 marks Trans Day of Visibility (TDoV), which takes place every year to celebrate trans and non-binary people.

We want to make sure that trans people, and individuals undergoing the transition process, are treated fairly and have the support they need whilst working for us.

So, we have developed [Transgender Guidance](#) for our staff and managers to help them understand the experience and process of transitioning, as well as the potential barriers that may inhibit a trans person in reaching their potential in the workplace.

It also provides helpful guidance on supporting trans applicants and employees, creating an inclusive working environment and what a trans person can expect in terms of support.

Staff and managers are being encouraged to learn more by accessing our e-learning modules.

The 'Trans and non-binary awareness' e-learning module for staff and the 'Supporting trans and non-binary people at work: a guide for managers' can be found at [Course: Traws ac Anneuaidd \(wales.nhs.uk\)](#)

Guidance on how to login can be found on the [Learning and Development pages](#) on the intranet

Find out more by visiting our [Supporting Transgender Staff](#) pages on the intranet.

Strategic Equality Objective - Safe and Cohesive communities that are resilient, fair, and equal

Case study 5: Zero Tolerance to Racism



The council has pledged to take a zero-tolerance approach to racism within the authority.

Council members agreed the motion, which includes a pledge to ‘take a stand against racism and promote a more inclusive and equal workplace and society that gives every individual in Wales the right to feel safe, valued and included.’

The council joins other organisations and individuals who have signed the policy Zero Racism Wales campaign which has been launched by Race Council Cymru.

Alongside the organisation’s pledge, which was signed by Chief Executive Wendy Walters; Leader of the Council, Cllr Emlyn Dole and Cllr Cefin Campbell, Executive Board Member responsible for Communities and Rural Affairs and Chair of the Equality and Diversity Task & Finish Group (Black, Asian, and Minority Ethnic) have also made individual pledges, and we would encourage you all to make the pledge.

By signing the pledge, the council commits to promoting a zero tolerance to racism throughout the organisation, this means that:

- We will take a stand against racism and promote a more inclusive and equal society for all.
- We will not tolerate racial prejudice, discrimination, harassment, victimisation, abuse, or violence against any individual.
- We will stand in solidarity, come together, and say no to racism, in all its forms.
- We will promote good race relations between people from diverse ethnic backgrounds in organisation.
- We will promote equal and fair opportunities for people from diverse ethnic backgrounds to attain promotion.
- We will eliminate unlawful race discrimination, harassment, victimisation, and abuse.

Staff were also encouraged to show their support by signing the pledge, by going to the Zero Racism Wales website where you can also see the names of all those organisations and individuals who have signed.

Strategic Equality Objective - Safe and Cohesive communities that are resilient, fair, and equal

Case study 7: Community Cohesion

The Mid and South West Wales Community Cohesion team are one of 8 regional teams, funded by the Welsh Government. The team covers Carmarthenshire, Ceredigion, Pembrokeshire, and Powys and consists of a Coordinator and 2 Officers.

Community Cohesion has a wide brief including Hate Crime, Cohesion Campaigns, Work with minority groups such as Refugees and the Gypsy Traveller Community, Community Tensions and work looking at the impact that Brexit may be having upon our communities. In relation to this area of work, the team are tasked with ensuring that as many EU Citizens in the County have applied to the EU Settlement Scheme.

Hate Crime

During Hate Crime Awareness Week which took place between 10th and 17th of October this year the Cohesion Team took part in a Regional working group to ensure initiatives were coordinated and mapped onto a local calendar. Partners included OPCC, Dyfed Powys Police, Victim Support, Race Council Cymru and the Cohesion Team. The Cohesion Team took the lead on several regional initiatives:

- An Art Competition for Primary School Children. Schools across the region were invited to design a flag celebrating diversity. The details were shared on Yr Hwb as part of an online learning resource put together by Victim Support.
- A short Hate Crime Awareness Film. The film was shared widely on social media. Members of the public were invited to watch the film, then take part in a short Hate Crime Quiz – for a chance to win an iPad and shopping vouchers. The project was developed by the Mid and West Wales team and rolled out across Wales by all Cohesion teams. 516 people responded to the quiz.

The team promoted the Welsh Government's Hate Hurts Wales, campaign to help raise awareness and understanding of hate crime and encourage people to report it. The campaign has been developed with input from stakeholders and real experiences of prosecuted hate crime to show the harmful impact that hate crime has on individuals and our wider society. The campaign includes advertising on TV as well as digital and social media channels. See gov.wales/hate-hurts-wales for further information.

The Community cohesion team were asked by Welsh Government to work with the 4 local authorities we support to consider signing up to Race Council Cymru's Zero Tolerance to Racism Campaign. Carmarthenshire County council have signed up and the launch event took place on Sunday 21 March 2021 to celebrate UN [International Day for the Elimination of Racial Discrimination](#).

Hate Crime Schools Training - WLGA are rolling out Welsh Government funded training within Schools. The training will be delivered across Wales to schools to develop critical thinking skills in relation to Hate Crime. Having been paused since Covid, the training will

now take place between June 2021 – March 2022. 6 schools have been identified in Carmarthenshire to be in receipt of this training with potential for a further 2 to join due to additional resources received by WLGA.

Monitor and respond to community tensions relating to the Brexit process

The Cohesion team established weekly multi agency Tension Monitoring meetings in March 2020. This is useful for understanding issues and hotspots of tensions within our communities, and where appropriate develop mitigation. Partners include Dyfed Powys Police, Mid and West Wales Fire Service, Victim Support, Race Council Cymru, Travelling Ahead, University of Wales Trinity St David's, various departments within the Local Authority attend including the Community Safety manager, housing among others.

The Cohesion team commissioned research which was undertaken on the impact of Brexit (and first covid lockdown) to identify issues affecting communities. The purpose of this was to provide an evidence base, identifying potential community hotspots, tensions and issues particularly arising from the Brexit referendum in 2016 and its subsequent impact on community cohesion in the following years. The methodology involved a literature and data review, an online survey with key organisations and agencies, in-depth telephone interviews with key stakeholders, focus groups with communities of interest such as BAME, Refugees, LGBTQ+, people with Disabilities, GT community, EU Citizens, First language Welsh speakers and some mixed groups. Recommendations are being incorporated into the Community Cohesion Action plan for 2021/22.

EU Settlement Scheme

The Community Cohesion team have been working to promote the EU Settlement Scheme across the region. Specifically, we have:

- Run a nine-month radio campaigns across 4 radio stations
- Have regular meetings with the third sector partners involved in promoting and supporting the EUSS. From this, online training has been developed to support front line staff in signposting and promoting the Scheme. Training ran from November 2020 – March 2021.
- Regular social media messages
- direct email contact with local employers (care homes, retail, tourism, agriculture etc)
- setting up follow up correspondence with Schools (parents) through tools such as Parent Mail.
- Work with Hywel Dda Health Board, Dyfed Powys Police including the Rural Crime Team delivering EUSS briefing via skype, resulting in key messaging being sent via their FB and Twitter networks to specific farming-based Communities who employ EU workers.

Small Grant funding for Cohesion Projects

The team made available a second round of grant funding to develop projects which support cohesion principles. Work included supporting Community Groups to open (adhering to current guidance); the development of online events, resource materials or other initiatives which improve relations within our communities.

We encouraged applications which carried out activities to bring together communities who may otherwise never get to meet online or (if appropriate) in person – for example new arrivals in neighbourhoods getting to know people who have lived in the area for a long time, twinning projects with other communities in different parts of Wales where areas have a different diversity profile, or intergenerational work.

Example project - Loud and Proud Project

This project, run by CETMA/Carmarthenshire LGBTQ+ Project was the Mid & West Wales LOUD & PROUD Day. This online event on 27th February 2021, featured a series of workshops/contributions from LGBTQ+ and affiliated organisations/groups/services from across the region for the benefit of members of the community and to mark LGBTQ+ History Month 2021.

Workshops and contributions included: Hate Crime Awareness, Hate Crime Conversation, Inclusive Education, Reaching Out, Psychological First Aid and Stress Management, COVID-19 Awareness, LGBTQ+ Historical Collections, Interview with Adoptive Parents, Art as Therapy, Places & Faces Project, Gentle Yoga, Drag Artist Entertainment.

Contributors included: Victim Support, Mid & West Wales Community Cohesion Team, Dyfed-Powys Police, LGBT+ Cymru Helpline, Trans Pride, Rivki Rose Training, Nia Griffith MP, Fay Jones MP, St Fagans National History Museum, Carmarthenshire LGBTQ+ Project, Adoption Mid & West Wales, Carmarthenshire Adult Community Learning, Diana D Drag Artist, Lola Lemont Drag Artist, RED Total Wellness and Pride Cymru.

The project raised awareness of Hate Crime and highlighted how members of the public can help tackle incidents by reporting to Victim Support and Dyfed-Powys Police. The event featured an informative video from Dyfed-Powys Police and a Hate Crime Conversation video between the Carmarthenshire LGBTQ+ Project and Victim Support. Highlighting the Hate Crime Charter featured heavily, and organisations were encouraged to adopt it.

The project overcame community tensions by creating a welcoming and inclusive space. Education is a powerful tool for combating social tensions, with workshops educating on the importance of using correct pronouns and Transgender & Non-Binary identities being particularly powerful in this regard. These workshops along with the advocacy of inclusive education from Members of Parliament Nia Griffith and Fay Jones, help spread the message that diversity in our societies and communities is a positive thing and should be celebrated together and not a force to push people apart.

Also, the event celebrated LGBTQ+ history. Learning of the struggles many LGBTQ+ people have faced to ensure we have the rights we enjoy today, can be incredibly humbling but also enlightening as to the discrimination and social injustices which have existed, and in some cases still exist. Learning about the past efforts of many in the community can bring people together in a desire to secure greater social equality. The project benefitted from support from St Fagans National Museum of History and Pride Cymru for their contributions of the LGBTQ+ Collections and Icons & Allies lectures, respectively.

The event also tackled the negative mental health of many as a result of the ensuing social restrictions, with a strong emphasis on including workshops from a registered mental health and counselling charity (LGBT+ Cymru Helpline), Art as Therapy workshop from a qualified 'Art as Therapy Practitioner' and a gentle exercise class from RED Total Wellness. These were all workshops which viewers could interact with both in real time and by watching back over the event after it had finished.

At the time of hosting, the event was noted as reaching 2,421 people/profiles on Facebook and 2,703 people/profiles on Twitter. This resulted in a combined reach of 5,124 people/profiles across both social network platforms.

As the event was pre-recorded, it is still available to watch on the Carmarthenshire LGBTQ+ Project Facebook page. The current reach stands at 2,896 people/profiles on Facebook and 3,438 people/profiles on Twitter

Feedback was overwhelmingly positive. Examples of feedback include:

"What an innovative event! No prides again this year, this is great."

"Excellent content so glad there are so many groups and organisations that support our community."

"I love the range today."

"Great event thanks for organising"

"What a diverse event - loved it!"

Example project - Faces and Places

The 'Faces & Places' project celebrated diversity across Mid & West Wales and brought together people's stories from all walks of life, including age, geographical spread, cultural background, colour, refugees, religion, disability, transgender, sexual orientation and language. By highlighting the stories from groups that often experience Hate Crime the project will help to demystify myths that cause misconceptions and prejudice.

The project overcame community tensions by bringing diverse groups together either virtually and/or face to face that don't usually meet; highlighting what communities have in

common rather than what sets them apart and demystifying myths around minority groups, in turn promoting cohesion and understanding, and reducing hate crime occurrence

Community Cohesion Films

Community Cohesion developing two short films to raise awareness of key cohesion issues. A Hate Crime Awareness Film was released during Hate Crime Awareness week 2020. The team also developed a film showcasing the positive stories of Syrian Refugees who have settled in Mid and South West Wales.

Strategic Equality Objective – Improving access to our services and access to our environment

Case Study 8: Carmarthenshire Disability Coalition and Partnership

The overall aim of the Carmarthenshire Disability Partnership (CDP) is to make sure services delivered by the Council meet the needs of disabled people throughout Carmarthenshire. The Council continues to support the work of the Coalition and benefits from its feedback and advice. One key example which we reported on in 2019-20 was the Partnership's involvement with the Pentre Awel development. This involvement has continued in 2020-21.

During the design development of Pentre Awel, the Project Team engaged with the Disability Coalition to obtain specialist feedback on a wide range of design matters, including accessibility, hydrotherapy, public transport, and car parking. Further to the case study featured in last year's report, some of the points raised by the Coalition have been reflected in the Stage 3 designs issued in May 2020, including greater provision of disabled car parking. As the project embarks on the next stage of detailed design (Stage 4) in Q3 2021, accessibility will be given due consideration. It is anticipated that there will be opportunities for further engagement and dialogue.

The Partnership have also advised us as a council when we proposed changes in terms of the public realm in Carmarthen, Llanelli and Ammanford, due to the Covid-19 pandemic. Measures were put in place to ensure the safety of our pedestrians as they accessed our high streets and essential services during the pandemic.

Since the measures were implemented the covid situation has changed with movement and business restrictions being implemented and eased in accordance with changing circumstances. During this period continuous monitoring has been undertaken to ensure the measures remain appropriate with an on-line consultation exercise undertaken between November 2020 and January 2021 with businesses and members of the public and regular town centres surveys of footfall and air quality. Disability Partnership members have also been liaising with local businesses and individuals to ask for their feedback in terms of accessibility and any issues that may have arisen for the disabled community. Following a further period of consultation, the Equality Impact Assessment was updated, with additional comments in terms of accessibility.

During 2020-21, the partnership has also looked at the reallocation of disabled parking bays in Llanelli, the accessibility statement, and attractions available at Pembrey Country Park and volunteering opportunities.

Our aim for 2021-22 is to widen the membership of the partnership to ensure pan-disability representation and to ensure that other public sector organisations can engage with members.

Contact details

For further information on Carmarthenshire County Council's Strategic Equality Plan, please contact:

Policy and Partnership Team

County Hall

Carmarthen

SA31 1JP

01267 224914

equalities@carmarthenshire.gov.uk

Appendix 2: Action Plan (2021-2024)

Objective 1: Being a leading employer				
Action		Division	Outcome	Timescale
1.	Promote our commitment to the Disability Confident Employer scheme and act to improve how we recruit, retain, and develop disabled people	People Management	Drawing employees from the widest possible pool of talent	2021-24
2.	Continue to close and monitor pay differences and continue to publish an annual Workforce Pay Gap report	People Management	Workforce Pay gaps continues to close	2021-24
3.	Improve our workforce equality information and Welsh language skills data from current and new staff	People Management / IT & Corporate Policy	Increased number of staff disclosing equality and Welsh language data	2021-24
4.	Mainstream Equality and Diversity in our Learning & Development opportunities	People Management	Increased number of staff completing E&D opportunities	2021-24
5.	Ensure that staff involved in recruitment and management receive effective training around unconscious bias	People Management	Increased number of staff completing opportunities Increased awareness of unconscious bias	2021-24
6.	Continue to support and promote our staff Well-being through various initiatives such as the 'Time to Change' pledge	People Management	Improved staff well-being	2021-24

7.	Review existing policies (e.g. adoption, maternity, paternity, and parental leave) to ensure that they use gender neutral language throughout	People Management	Drawing employees from the widest possible pool of talent	COMPLETED
8.	Promote and monitor our workplace policies, such as Flexible Working, Equality and Diversity and Behavioural Standards	People Management	Drawing employees from the widest possible pool of talent	2021-24
9.	Promote and enact our membership with the Stonewall Diversity Champions programme	People Management / IT & Corporate Policy	Drawing employees from the widest possible pool of talent	COMPLETED Formal submission to Stonewall Cymru in September 2021
10.	Develop Transgender guidance to support our employees and managers in understanding the experience and process of transitioning and the potential barriers that may inhibit a trans person in reaching their potential in the workplace	People Management	Improved support for Transgender employees	COMPLETED
11.	Promote key workplace messages based on the Carmarthenshire Equalities and Diversity Calendar	People Management	Improved awareness of protected groups Improved involvement of protected groups	2021-24
12.	Support the EHRC pledge 'Working Forward' which supports pregnant women and new parents	People Management	Improved support for new parents	2021-24
13.	Introduce a diversity mentoring scheme to enable staff from under-represented groups to reach their full potential	People Management	Improved involvement of protected groups Improved workplace participation	2021-22

14.	Reflect and consider the impact of the Covid-19 pandemic on our workforce and workplace	People Management	<p>Improved understanding of the impact on our workforce and workplace</p> <p>Key actions to promote the support available to our staff</p>	<p>2021-22</p> <p>Evidence of initial reflection as part of the SEP Annual Report for 2021-21</p>
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Objective 2: The needs and rights of people with Protected Characteristics shape the design of services

Action		Division	Outcome	Timescale
15.	Ensure that 'due regard' is given to all Protected Groups through our Integrated Assessment process and that support / challenge is provided on key managerial and policy-based decisions	IT & Corporate Policy	Improved information for Elected Members on which to base their decisions Improved decisions, with a clear evidence base of consideration across key pieces of legislation	2021-24
16.	Ensure that our Elected Members have the best possible evidence and information, on which to base their decisions	IT & Corporate Policy / Democratic Services	Improved information for Elected Members on which to base their decisions	2021-24
17.	Implement the Socio-Economic Duty for Wales across all departments (The socio-economic duty is a duty on public authorities to address the inequality that arises from socio-economic disadvantage, and to place this objective at the core of their policies and programmes)	IT & Corporate Policy	Improved outcomes for those who experience socio-economic disadvantage	2021-24
18.	Strengthen our relationship with Protected Groups through forums such as Equality Carmarthenshire, the Carmarthenshire Disability Partnership, and the 50+ Forum	IT & Corporate Policy	Improved involvement of protected groups	2021-24
19.	Enable the Carmarthenshire Disability Coalition to influence policy decisions and key developments, in partnership with other public sector bodies	IT & Corporate Policy	Improved involvement of protected groups	2021-24 Case study included within the SEP Annual Report

20.	Encourage and support age-friendly communities	Integrated Services / IT & Corporate Policy	Communities where age is not a barrier to living well and where the environment, activities and services support and enable older people	2021-24 Initial discussions held with the Older People's Commissioner's Office
21.	Encourage and support Dementia friendly communities	Integrated Services	Communities where people with dementia are understood, respected, and supported	2021-24 Dementia Friendly Communities led by Community Connector
22.	Review and develop our Involvement Policy to establish a range of consultation and involvement methods	IT & Corporate Policy	Improved involvement across all communities and protected groups	2021-22
23.	Support County Youth Council/Youth Forum structures to be as inclusive as possible and informed by and linked to their local democratic structures	Curriculum & Well-being	Improved involvement with young people	2021-24
24.	Identify and address any gaps in the groups / forums of young people engaged for consultation and engagement to ensure they are fully inclusive	Curriculum & Well-being	Improved involvement with young people	2021-24
25.	Create and implement a new Children and Young Peoples Participation & Children's Rights Strategy to ensure the Council delivers on its statutory and moral obligations for ensuring children and young people have their say on decisions that affect them	Curriculum & Well-being	Improved involvement with young people in the council's decision-making processes	2021-24
26.	Revisit and review the 2015 Children's Rights Promise that sets out a clear commitment to children's rights	Curriculum & Well-being	Children's Rights are considered in our decision-making processes	2021-24

27.	Adopt the National Standards for Children and Young People's Participation and work with 5 services to complete National Standards Self-Assessments	Curriculum & Well-being	Improved involvement with young people	2021-24
28.	Reflect and consider the impact of the Covid-19 pandemic on our communities, building on the information on our Community Impact Assessment and national research	IT & Corporate Policy	Improved understanding of the impact on our communities Involvement across all protected groups in the redesign of services Key actions to promote the support available to our communities	2021-22

Objective 3: Safe and Cohesive communities that are resilient, fair, and equal

Action		Division	Outcome	Timescale
29.	Continue to raise awareness of hate crime and to signpost potential victims to report and support services	Homes & Safer Communities	Increased awareness of hate crime and ways of reporting Potential increase in number of hate crime cases	2021-22 Hate Crime awareness is part of the Equality & Diversity Calendar and the Community Cohesion Team workplan
30.	Monitor and respond to community tensions relating to the Brexit process	Homes & Safer Communities	Increased number of interventions and de-escalations	Constant Tension monitoring held throughout the Covid-19 pandemic
31.	Signpost EU citizens living in Carmarthenshire to the Home Office EU Settlement Scheme and provide the appropriate level of local authority support	Homes & Safer Communities	Increased number of EU citizens resident in Carmarthenshire who apply to the scheme	Clear communication of the EUSS through various channels
32.	Implement the Carmarthenshire Equality and Diversity Calendar and review the focus on an annual basis. Examples will include Black History Month, Hate Crime Awareness Week, the International Day Against Homophobia, Transphobia and Biphobia and White Ribbon Day	Homes & Safer Communities / IT & Corporate Policy	Increased awareness of protected groups and significant events / days Increased number of campaigns	2021-24 Good progress made during the first year of implementation; however, further work to be done on consistency of messaging
33.	Implement and promote the 'Every Learner Matters' strategy, to promote equity, Well-being, Inclusion and Excellence in our learning communities	Curriculum & Well-being	Diversity amongst learners is valued and supported Barriers within learning environments are reduced	2021-24

34.	Support Carmarthenshire Schools to develop and monitor their Strategic Equality Plans and Objectives	Education & Inclusion	Strategic Equality Plans are promoted and monitored across all schools	2021-24
35.	Support Carmarthenshire Schools to monitor and address Identity Based Bullying	Curriculum & well-being	Improved monitoring of identity-based bullying Improved consistency and support across schools in relation to identity-based bullying	2021-24 Specific task & finish group established to support Transgender young people within schools and to lead on the development of a clear policy and resources

Objective 4: Improving access to our services and access to our environment

Action		Division	Outcome	Timescale
36.	Work within the ethos of the Social Services and Well-being Act to ensure that people have received the right information and advice when needed	Integrated Services	Improved information and advice Increase in number of referrals	2021-24
37.	Work with individuals and organisations from the sensory loss community to embed the All Wales Standards for Accessible Communication and information	Marketing & Media / IT & Corporate Policy	Improved accessibility across all forms of communication	2021-22 Accessibility guidance published on the corporate intranet site. Constant monitoring of information being published
38.	Identify a consistent approach to diversity monitoring of service users and citizens	IT & Corporate Policy	Consistent approach across all services in monitoring questions Increased returns from citizens across Carmarthenshire Improved use of data in influencing policy decisions	2021-22
39.	Work with key stakeholders to ensure inclusive design principles for all new premises and developments	Property Services	Increased involvement of protected groups Access considerations across all new premises and developments	2021-24

40.	Reflect and consider the impact of the Covid-19 pandemic on our communities and how are services are being accessed	Across departments	<p>Involvement across all protected groups in the redesign of services</p> <p>Key actions to promote the support available to our communities</p>	2021-22
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Y CABINET 13EG MEDI 2021

ADRODDIAD BLYNYDDOL AR YR IAITH GYMRAEG 2020-21

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

- Derbyn yr adroddiad blynyddol o ran yr Iaith Gymraeg a chydymffurfiaeth â'r Safonau iaith yn ystod 2020-21.

Y Rhesymau:

Mae'n ddyletswydd statudol ar yr Awdurdod i weithredu Safonau'r iaith Gymraeg. Fel rhan o'r Safonau hynny, mae'n ofynnol i ni gyhoeddi Adroddiad Blynyddol er mwyn amlinellu sut y cyflawnwyd y gwaith.

Ymgynghorwyd â'r pwyllgor craffu Polisi ac Adnoddau ar y 21 Gorffennaf 2021

Angen i'r Cabinet wneud penderfyniad **OES**

Angen i'r Cyngor wneud penderfyniad **NAC OES**

YR AELOD O'R CABINET SY'N GYFRIFOL AM Y PORTFFOLIO:- Cyng. Peter Hughes Griffiths (Diwylliant, Chwaraeon, Twristiaeth a'r Iaith Gymraeg)

Y Gyfarwyddiaeth: Prif
Weithredwr

Enw Pennaeth y Gwasanaeth:
Noelwyn Daniel

Awdur yr Adroddiad:

Llinos Evans & Myfanwy Jones

Swyddi:

Pennaeth TGCh a Pholisi
Corfforaethol

Swyddog Polisi a Phartneriaeth
Swyddog Polisi Iaith

Cyfeiriadau E-bost:

NDaniel@sirgar.gov.uk

LlinEvans@sirgar.gov.uk
MyJones@sirgar.gov.uk

IMPLICATIONS

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

Signed: Noelwyn Daniel, Head of ICT & Corporate Policy

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

1. Policy, Crime & Disorder and Equalities

The Compliance Notice received from the Welsh Language Commissioner on 30 September 2015 required the Authority to comply with a new set of Standards by 31 March 2016.

2. Legal

The Welsh Language Standards Regulations 2015 came into force on 31 March 2015. These Regulations replace the responsibilities placed on Carmarthenshire County Council under the Welsh Language Act 1993 and were imposed on the Authority on 31 March 2016.

CONSULTATIONS

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

Signed: Noelwyn Daniel, Head of ICT and Corporate Policy

1. Scrutiny Committee

Policy & Resources Scrutiny Committee at its meeting held on the 21st July 2021 recommend that the Annual report on the Welsh Language 2020-21 be endorsed.

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

CABINET PORTFOLIO HOLDER(S)
AWARE/CONSULTED

YES

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
Welsh Language (Wales) Measure 2011		Welsh version http://www.legislation.gov.uk/mwa/2011/1/pdfs/mwa_2011001_we.pdf English version http://www.legislation.gov.uk/mwa/2011/1/pdfs/mwa_2011001_en.pdf
Carmarthenshire County Council's Welsh Language Standards – Compliance Notice		Welsh version http://www.sirgar.llyw.cymru/media/1885671/20170321-hysbysiad-cydymffurfio44-cyngor-sir-g%C3%A2r-cy-.pdf English version http://www.carmarthenshire.gov.wales/media/1885670/20170321-hysbysiad-cydymffurfio44-cyngor-sir-g%C3%A2r-en-.pdf
Closing the Gap: The Welsh Language Commissioner's Assurance Report 2019-20		Welsh Version http://www.comisiynyddygydraeg.cymru/Cymraeg/Rhestr%20Cyhoeddiadau/20200911%20Adroddiad%20sicrwydd%202019-20.pdf English version http://www.comisiynyddygydraeg.cymru/English/Publications%20List/20200911%20Assurance%20report%202019-20.pdf

Mae'r dudalen hon yn wag yn fwriadol

Adroddiad Blynyddol y Gymraeg

2020-2021

sirgar.llyw.cymru

Cyngor **Sir Gâr**
Carmarthenshire
County Council



Tudalen 79

Cynnwys

Cyflwyniad	1
Safonau Cyflenwi Gwasanaethau	3
Astudiaeth Achos 1	4
Astudiaeth Achos 2	6
Safonau Gweithredu	9
Astudiaeth Achos 3	11
Safonau Hybu	14
Astudiaeth Achos 4	15
Astudiaeth Achos 5	18
Safonau Llunio Polisi	20
Astudiaeth Achos 6	21
Cwynion a dderbyniwyd	23
Dysgu Cymraeg a dysgu drwy gyfrwng y Gymraeg	26
Sgiliau Iaith	28

Cyflwyniad

Dyma Adroddiad Blynyddol o waith Cyngor Sir Gâr ar gyfer 2020/21. Mae'r adroddiad yn canolbwyntio ar y bumed flwyddyn o weithredu Safonau'r Iaith Gymraeg a honno'n flwyddyn wahanol iawn i'r arfer. Mae'r adroddiad hwn yn adlewyrchu'r gwahaniaeth a ddaeth o ganlyniad i Covid 19. Rydym wedi adrodd ar y modd yr ymatebwyd i'r pandemig mewn perthynas â'r Gymraeg a'r modd y parhawyd i gydymffurfio â'r Safonau yn wyneb ffordd gwbl newydd o weithio gyda nifer helaeth o staff y Cyngor Sir yn trosglwyddo i weithio o gartref a hynny am gyfnod maith.

Rydym wedi canolbwyntio, yn yr adroddiad hwn, ar yr hyn rydyn ni wedi ei gyflawni er gwaetha'r *rhwystrau* ymarferol a ddaeth o ganlyniad i'r cyfnodau clo, ond hefyd wedi cynnwys astudiaethau achos i dynnu sylw at y prosiectau newydd a weithredwyd o'r *cyfleoedd* newydd a ddaeth o ganlyniad i'r pandemig. Rydym yn falch iawn o'r ffaith ein bod wedi parhau i weithredu'n ddwyieithog a hyrwyddo'r Gymraeg drwy gydol y cyfnod clo ac wedi cefnogi ein partneriaid i wneud hynny yn ogystal. Mae'r Mentrau iaith er enghraifft, a'n Tîm Datblygu'r Gymraeg wedi creu deunyddiau newydd a chyfleoedd arloesol digidol di-ri i annog defnydd o'r Gymraeg. Gwnaed y mwyaf hefyd o'r cyfleoedd newydd a ddaeth i'n rhan i ddysgu Cymraeg i'n staff ar lein a gwnaed yn siŵr eu bod yn medru elwa o'r amgylchiadau gweithio newydd i ddilyn cyrsiau i ddatblygu eu sgiliau Cymraeg.

Cafodd y trosglwyddo o weithio mewn swyddfeydd i weithio o gartref ei lyfnhau'n sylweddol gan ledaeniad cyflym a thrwyadl y platfform *Microsoft Teams* o fewn y Cyngor ac fe gymerwyd pob cyfle posib i hyrwyddo defnydd o'r Gymraeg ar y cyfrwng hwn. Mae ymdrechion mawr wedi eu gwneud yn ogystal i greu cyfleoedd i staff i ddefnyddio'r Gymraeg yn gymdeithasol, yn rhithiol, ond mae'r lleihad yn y cyswllt wyneb yn wyneb yn parhau yn ofid i ni yn hyn o beth ac erys llawer o waith i'w wneud yn y maes hwn i'r dyfodol.

Fel ar draws holl adrannau'r Cyngor sir, cafodd rhai o'r staff sydd fel arfer yn gweithio'n benodol ar hyrwyddo'r Gymraeg eu trosglwyddo i gefnogi ymdrechion i gefnogi ein trigolion bregus yn ystod y cyfnod clo cyntaf. Ni chafodd y seibiant hwn yn y gwaith ar y Gymraeg effaith ar ein gwasanaethau ac mae hyn yn brawf o'n gwytnwch i ddarparu drwy gyfrwng y Gymraeg ar draws ein hadrannau oll.

Wrth i'r cyfnodau clo ddirwyn i ben, ac wrth ailgynllunio gwasanaethau, rhoddwyd y Gymraeg yn ganolog i gynllunio strategol ar draws holl feysydd gwaith y Cyngor. Rhoddwyd atebolrwydd ar y lefel uchaf i gyfarwyddwyr a rheolwyr i ystyried effaith ail-gyflwyno gwasanaethau ar y Gymraeg.

Wrth edrych ymlaen at 2021/22, a'r flwyddyn ar ôl hynny, edrychwn ymlaen at ddatblygu cyfleoedd cyfrwng Cymraeg gwell i'n prentisiaid. Gobeithiwn wneud gwaith pellach i gynyddu defnydd mewnol o'r Gymraeg ac fe fyddwn hefyd yn gweithio'n galed i fesur effaith ein Strategaeth Hybu a Lluo Strategaeth newydd ar gyfer y bum llynedd nesaf, a hynny gan gymryd i ystyriaeth canlyniadau Cyfrifiad 2021. Gobeithiwn fedru parhau i ddatblygu ein gwaith o hyrwyddo'r Gymraeg o fewn y Cyngor ac o fewn y sir i gyd gan gymryd hyder o'r newydd yn ein gallu i weithredu'n ddwyieithog yn wyneb unrhyw rwystredaw i'n rhan.

Cynghorydd Peter Hughes-Griffiths

Aelod Bwrdd Gweithredol

Cydymffurfio â'r Safonau Cyflenwi Gwasanaethau

Rydym yn hynod o falch o'r ffaith i ni lwyddo i barhau i gyfathrebu'n gwbl ddwyieithog yn ystod y cyfnod o newid mawr a gyflwynwyd gan y pandemig. Er gwaetha'r newidiadau sylweddol yn y gwasanaethau roedd angen i ni flaenoriaethu a'r ffaith bod y cyfnodau clo'n golygu bod ein staff yn gweithio'n hyblyg, llwyddasom i gyfathrebu'n gwbl ddwyieithog ar bob un o'n platfformau cyfathrebu. Cyrhaeddwyd yr un safon pan ddaeth argyfyngau i'n rhan yn ystod y cyfnod hwn gan gynnwys y tywydd eithafol a thân yn un o'n Canolfannau Gwastraff.

Yn ein hymdrechion cyson i gyrraedd y safonau gorau posib o safbwynt darpariaeth ddwyieithog, cychwynwyd arfer newydd ar ein platfform Facebook o osod sylw o dan pob postiad Saesneg yn darparu dolen i'r postiad Cymraeg. Mae hyn yn fodd o adfer y sefyllfa sydd y tu allan i'n rheolaeth o ran pa bostiad sy'n ymddangos i rywun yn gyntaf ac yn golygu y gall y cwsmer wneud dewis iaith ar unwaith wrth weld y neges ym mha bynnag iaith.

Gwnaed ymdrechion clodwiw i barhau i gynnal cyfarfodydd y Cyngor yn ddwyieithog er gwaetha'r ffaith nad oedd modd defnyddio adeilad y Siambr. Datblygwyd system o ddefnyddio ffonau symudol ar gyfer darparu cyfieithiad i Gynghorwyr Di-Gymraeg ar blatfform *Teams* tra bod platfform *Zoom* yn ormod o beryg diogelwch ar gyfer cyfarfodydd ffurfiol. Wrth i'r sefyllfa newid o safbwynt diogelwch y platfform hwnnw, symudwyd cyfarfodydd y Cyngor ato gan ei fod yn darparu'r gallu i gynnal cyfieithu ar y pryd yn uniongyrchol, gan ei wneud yn haws i ddarparu'r gwasanaeth.

Gweinyddwyd y grantiau busnes newydd o ganlyniad i Covid-19 yn ddwyieithog ac fe dderbyniwyd ambell i gais drwy gyfrwng y Gymraeg. Gweinyddwyd y ceisiadau hynny yr un mor gyflym a'r rhai cyfatebol, Saesneg, gyda'r system ddigidol yn weithredol yn gwbl ddwyieithog.

Yn ogystal â pharhau i ddarparu ein gwasanaethau yn unol â'r Safonau yn wyneb y pandemig, fe ddefnyddiwyd y cyfnod clo fel cyfle i gyflwyno gwell gwasanaethau dwyieithog a rhai newydd hefyd. Cyflwynwyd system archebu lle yn y Canolfannau Ailgylchu er mwyn sicrhau pellter cymdeithasol. Lluniwyd y system yn gwbl ddwyieithog o'r cychwyn cyntaf ac mae'r gwasanaeth Cymraeg yn dal i gael ei ddefnyddio'n gyson. Aildrefnwyd a newidiwyd diwyg ein tudalennau Cymraeg (gw. astudiaeth achos 1) a defnyddiwyd y sefyllfa newydd i gyflwyno gwasanaeth newydd sbon o gyngherddau Cymraeg Cyfoes ar-lein o'n Theatrau (gw. Astudiaeth achos 2).

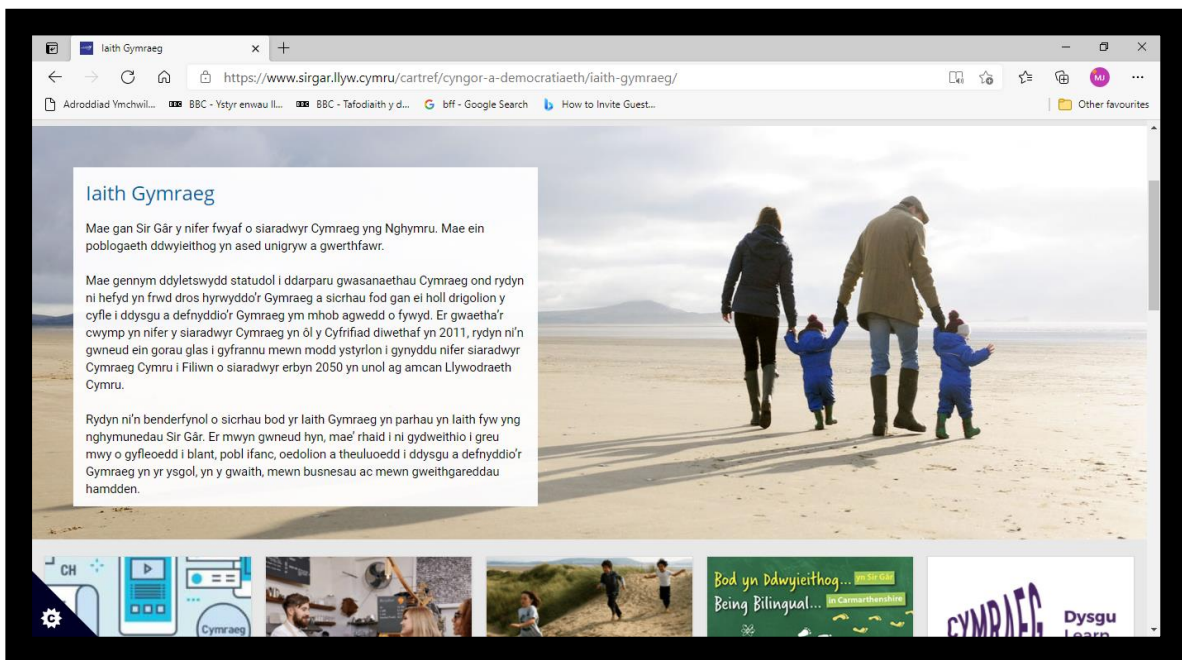
Astudiaeth Achos 1: Gwefan y Gymraeg

Cefndir.




Wrth i'r pandemig ein taflu fwyfwy i mewn i fyd technolegol, teimlwyd ei fod bellach yn flaenoriaeth i ni allu rhoi'r wybodaeth a'r ymwybyddiaeth orau i drigolion y sir am y Gymraeg, yn enwedig i rieni di-Gymraeg gyda phlant mewn addysg Gymraeg, a hynny'n gyflawn yn ddigidol. Gyda'r cyfleoedd i ddsbarthu deunyddiau hyrwyddo'r Gymraeg yn uniongyrchol i bobl gyda chopïau caled ar stop, roedd angen sicrhau mynediad i bopeth Cymraeg ar ein gwefan corfforaethol.

Datrysiad.

Ailwampwyd ein tudalen Gymraeg ar wefan gorfforaethol y Cyngor Sir felly er mwyn trosglwyddo negeseuon gadarnhaol am y Gymraeg i'r trigolion. Casglwyd cyngor a chymorth am y Gymraeg at ei gilydd mewn un man a sicrhau ei fod yn gwbl hygyrch gyda dolenni at elfennau eraill o'r wefan oedd yn gysylltiedig â'r Gymraeg i greu llwybr di-dor i'r defnyddiwr.



Roedd gosod lleoliad ar ein gwefan i'n llyfrynnau hyrwyddo ar gyfer mewnfudwyr, rheini a busnesau'n golygu bod modd i ni hyrwyddo'r taflenni drwy ddsbarthu dolen ato ar ein gwefan er mwyn lleihau'r effaith negyddol o beidio allu dosbarthu'r copïau caled.

	<p>Bod yn Ddwieithog... yn Sir Gâr Being Bilingual... in Carmarthenshire</p> 	
<p>Croeso i Sir Gaerfyrddin - Croeso i'r Gymraeg Darganfyddwch pa mor bwysig yw'r Gymraeg yn Sir Gaerfyrddin, yn ogystal â darganfod i ble y gallwch fynd i helpu i wella neu i ddefnyddio'ch Cymraeg yn ein sir.</p> <p>Croeso i Sir Gaerfyrddin - Croeso i'r Gymraeg</p>	<p>Bod yn Ddwieithog yn Sir Gaerfyrddin Gall pob plentyn yn Sir Gaerfyrddin ddod yn ddwyieithog drwy fanteisio ar addysg cyfrwng Cymraeg yn y Sir. Dyma sut...</p> <p>ADDYSG AC YSGOLION</p>	<p>Y Gymraeg mewn Busnes Lawrlwythwch ein canllaw i ddefnyddio'r Gymraeg yn eich busnes.</p> <p>Y Gymraeg mewn Busnes</p>

Canlyniad.

Gwelwyd cynnydd sylweddol yn nefnydd y tudalennau gwe gyda nifer y sesiynau ar y tudalennau hyn eleni yn fwy na dyblu o gymharu â'r un cyfnod llynedd.

I'r dyfodol.

Crëwyd ardal newydd o'r enw 'proffil laith y sir' gydag adroddiad ar y Gymraeg yn sir Gâr ynddi, a'r bwriad yw i boblogeiddio'r ardal hon wrth i wybodaeth y Cyfrifiad 2021 gael ei gyhoeddi. Bydd gosod gwybodaeth hygyrch yn y man yma'n hwyluso ein gwaith codi ymwybyddiaeth a hyrwyddo pan ddaw'r wybodaeth drwedd yn ogystal.

Astudiaeth Achos 2: Gigs Cymraeg Theatrau Sir Gâr

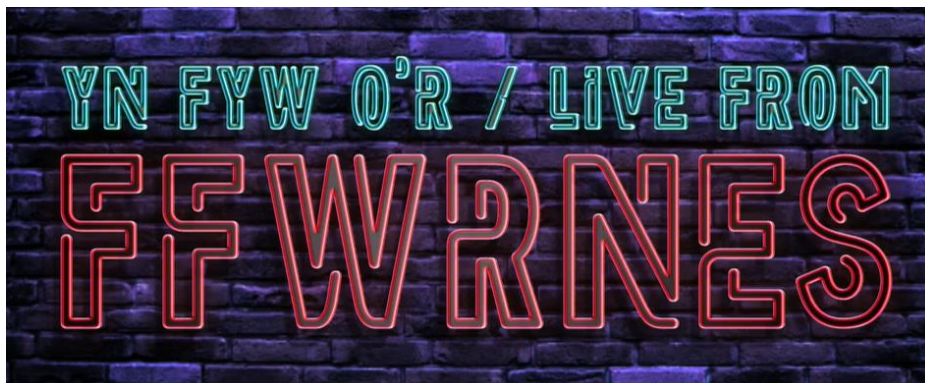
Cefndir

Yn amlwg, roedd y cyfnod clo yn gorfodi cau pob math o weithgarwch celfyddydol, byw i lawr yn sydyn ac am gyfnod hir. Caeodd drysau ein theatrau ar unwaith. Golygai hyn wacter mewn cynnwys diwylliannol a chymdeithasol, a hynny yn dilyn datblygiadau mawr yn ein darpariaeth a chynnydd aruthrol yn ein cynnwys a'n cynulleidfa oedd Cymraeg yn ystod y blynyddoedd diwethaf.

Datrysiad


Perodd y cyfnod clo gyfle i weithredu ar lein mewn modd arloesol a fyddai nid yn unig yn cynnig parhad i gynulleidfa oedd y celfyddydau mewn cyfnod lle nad oedd modd mynychu dim digwyddiadau byw, ond hefyd yn cefnogi llesiant trigolion sir Gâr yn ystod y cyfnod anodd. Penderfynwyd cynnal gigs byw Cymraeg a fyddai'n apelio at gynulleidfa ifanc ac yn darparu gwaith prin i fandiau Cymraeg ifanc ar yr un pryd.

Lluniwyd frand newydd a buddsoddwyd mewn cyfres o gigs byw a ryddhawyd yn fisol ar YouTube a Facebook. Roeddent yn cael eu recordio o flaen llaw ac yn cael eu rhyddhau fel petai'n fyw.



Gwnaethom yn siŵr bod safonau'r cynrychiadau yn uchel trwy ddefnyddio criw proffesiynol er mwyn ffilmio a golygu, ac roedd yr adborth yn adlewyrchu hwn i gyd.

Gwnaed gwaith marchnata trylwyr yn fewnol i staff y Cyngor sir yn ogystal ag yn allanol gan sicrhau ei fod yn cyflwyno'r cyfle gorau i drigolion glywed y Gymraeg ac ymgysylltu gyda cherddoriaeth Gymraeg o safon uchel.



GWILYM


Nos Wener yma, bydd Theatr y Ffwrnes yn croesawu pum bachgen o Ynys Môn a Gwynedd i lwyfan yn Llanelli – Gwilym!

Byddant yn perfformio'u caneuon poblogaidd megis Fyny Ac Yn Ôl, Cwin a Gwalia a llawer mwy! Mae Gwilym yn boblogaidd iawn mewn gwyliau ledled Cymru ac mae eu 'indie-pop' bob amser yn plesio'r gynulleidfa.

Dyma'ch cyfle i fwynhau profiad y gig o'ch cartref. Bydd y sioe'n cael ei ffynio ar Facebook a Youtube am 8pm a gallwch ei gwilyo am ddim.

Cofrestrwch ar wefan y Theatr i gael eich tocyn am ddim

ALFFA



Bydd y band roc a biws Cymraeg, Alffa, yn dod â'u brand unigryw o gerddoriaeth i lwyfan y Ffwrnes ar nos Wener, 4 Rhagfyr fel man o gyfres o sioeau digidol, Yn Fyw o'r Ffwrnes gan Theatrau Sir Gâr.

Gall cynulleidfaoedd wilyo gartref am ddim gan y bydd y gig yn cael ei ffynio ar draws sawl platform ar-lein gan gynnwys YouTube, AM a Facebook.

Cofrestrwch ar wefan y Theatr i gael eich tocyn am ddim i wilyo gig Alffa

Canlyniad

Cafwyd ymateb gwych i'r gigs yma. Roedd y ffigurau gwilyo'n hynod o uchel.

		Gwilywyr Youtube	Gwilywyr Facebook	Holl wilywyr
04/12/2020	Alffa yn Fyw o'r Ffwrnes	189	3566	3755
18/12/2020	Gwilym yn Fyw o'r Ffwrnes	423	2894	3317
22/01/2021	Mellit yn Fyw o'r ffwrnes	265	944	1209
05/02/2021	Eadyth yn fyw o'r Ffwrnes	76	1920	1996
	Holl Ddigwyddiadau	953	9324	10277

Roedd yr adborth yn wych - y sylwadau ar YouTube a Facebook, pawb wedi mwynhau ac yn colli gigiau fyw. Cafwyd sylw ar raglen Heno, a oedd yn gyfle gwych i hybu'r digwyddiadau ac i dynnu sylw at yr hyn oeddem ni'n ei wneud.

I'r Dyfodol

Mae'n wir fod y gigs yma wedi cyrraedd cynulleidfa llawer mwy eang nac y byddent wedi gwneud yn fyw, ac mae hyn yn rywbeth i'w gofio. Mae'n rhaid cydnabod yn ogystal, fodd bynnag, nad oedd incwm ynghlwm wrth y gyfres hon o gigs ac felly nid yw'n gwbl gynaliadwy i'r dyfodol. Mae angen ystyried i ba raddau byddai pobl yn dal i wilyo gigs ar lein unwaith y bydd yn bosib i fynd nol i ddigwyddiadau byw, ac mae'n bwysig hefyd cofio fod profiad byw yn dod â dimensiwn ychwanegol o gymdeithasu drwy gyfrwng y Gymraeg yn ogystal. Fodd bynnag, bydd potensial ar gyfer ymgysylltu digidol pellach mewn tirwedd ôl-pandemig, a byddwn yn archwilio'r posibilrwydd o ddigwyddiadau hybrid a allai gynnwys cynulleidfaoedd byw a chynnig digidol gyda'r opsiwn i wilyo gartref. Gallai hyn helpu i

wneud y mwyaf o gynulleidfaoedd (yn enwedig wrth i ni geisio adfer y rhaglen o dan gyfyngiadau ymbellhau cymdeithasol). Byddwn hefyd yn ystyried a oes modd gwneud defnydd pellach o'r deunyddiau a recordiwyd er mwyn codi ymwybyddiaeth bobl ifanc o gerddoriaeth Cymraeg.

Cydymffurfio â'r Safonau Gweithredu

Rydym wedi parhau i gyfathrebu'n fewnol gyda staff yn gwbl ddwyieithog drwy gydol y pandemig gydag byst a chylchlythyron dwyieithog o'r Prif weithredwr yn diweddarau staff ar sefyllfa'r pandemig. Cynhaliwyd arolwg cynhwysfawr o staff oedd yn barod i wirfoddoli mewn meysydd newydd am gyfnod ac fe'u cynhaliwyd, ynghyd â'r cyfweiliadau ffôn, gydag opsiwn iaith cyfatebol yn Gymraeg a Saesneg. Cynhaliwyd arolwg ynglŷn a sefyllfaoedd gweithio'n hyblyg yn ddwyieithog hefyd.

Yn ogystal â pharhau i weithredu'n ddwyieithog gyda'n staff, gwnaed ymdrechion penodol i gadw golwg ar ddefnydd y Gymraeg y staff yn wyneb y pandemig. Yn hytrach na chynnal arolwg ein hunain, cefnogwyd a hyrwyddwyd arolwg ARFer gan Brifysgol Bangor er mwyn cael gwybodaeth ddefnyddiol ar y newid mewn arferion iaith staff wrth weithio o gartref.

Y Gymraeg a gweithio gartref

Tybed ydych chi wedi sylwi os ydych chi'n siarad mwy neu lai o Gymraeg ers i chi ddechrau gweithio o adref?

Mae Prifysgol Bangor yn cynnal ymchwil ar sut mae gweithio o adref wedi effeithio ar ddefnydd staff o'r Gymraeg.

A fydech gystal â llenwi'r holiadur yma mewn os gwelwch yn dda?

Byddai cael darlun o effaith Covid ar ein defnydd o'r Gymraeg yn ein cynorthwyo i ymateb ar sail tystiolaeth. Ond yn y cyfamser, os oes yna rywbeth hoffech chi i ni wneud i gynyddu eich defnydd o'r Gymraeg, rhowch wybod i iaithgymraeg@sirgar.gov.uk

Llenwch yr holiadur

O ganlyniad i'n gwaith cyfathrebu mewn ôl ar y mater hwn, roedd 66 aelod o staff wedi cyfrannu i arolwg ARFer.

Wrth drosglwyddo i weithio ar *Teams*, cadwyd ar ben y nodweddion oedd yn hwyluso gweithio drwy'r Gymraeg ac ailwampwyd y Canllaw 'Y Gymraeg a'r Cyfrifiadur' i gynnwys cyfieithu peirianyddol Microsoft yn ogystal â'r botwm cyfieithu yn y 'sgwrs' yn *Teams*. Hyrwyddwyd y cyngor newydd yng nghylchlythyron staff y Cyngor nifer o weithiau er mwyn annog defnydd y Gymraeg ar y cyfrifiadur.



Ysgrifennu yn Gymraeg gyda'ch Cyfrifiadur

Gallwn ddefnyddio technoleg i'n helpu i ysgrifennu yn Gymraeg yn ein gwaith. Mae modd gwirio sillafu yn Gymraeg. Mae geiriaduron ar gael ar-lein ac mae templedi y gallwn eu rhoi ar waith i'n helpu i sicrhau bod pethau'n gywir.

Dyma sut...

Meithrin mwy o hyder i ysgrifennu yn Gymraeg

Mae nifer o offer ar gael ar y cyfrifiadur sy'n gallu eich helpu i ddod yn fwy hyderus i ysgrifennu yn Gymraeg.

- Oeddech chi'n gwybod bod gwirydd sillafu Gymraeg?
- Ydych chi'n gwybod y ffordd hawsaf o roi 'w' ar lythren?
- Oeddech chi'n gwybod bod botwm cyfieithu ar Teams sy'n golygu y gallwch ddeall negeseuon Gymraeg eich cydweithwyr?

Mae cyfarwyddiadau newydd ar y fewnwyd sy'n gallu dysgu hyn a mwy i chi.

Ewch i [Ysgrifennu'n Gymraeg a'ch Cyfrifiadur](#) a byddwch yn gweld sut i newid eich rhyngwyneb i'r Gymraeg, sut i ddefnyddio Microsoft Translate a llawer mwy. Os hoffech gael fersiwn pdf neu ragor o gymorth, anfonwch e-bost at iaithgymraeg@sirgar.gov.uk

Gwnaed camau breision i uwch oleuo sgiliau iaith staff ar ein systemau mewnol er mwyn annog defnydd y Gymraeg yn fewnol. Llwyddwyd cynnwys y swigen oren ar broffil staff sydd â sgiliau o lefel 3 ac uwch sydd bellach yn ymddangos ar *Teams* ac ar gofnod e-bost, ac mae gwaith yn parhau i weithredu'r logo ar draws yr holl Gyngor.

Iaith i Gwaith



Yn yr un wythnos ag y mae logo cenedlaethol iaith Gwaith (swigen oren) yn dathlu ei ben-blwydd yn 15 oed (ar 18 Tachwedd), rydym yn lansio ffordd newydd o'ch helpu i weld yn hawdd a yw aelod o staff yn siarad Gymraeg.

Bydd swigen oren newydd yn ymddangos yn awtomatig ar broffiliau'r staff sydd â sgiliau Gymraeg lefel 3 ac uwch. Caiff hyn ei wneud yn raddol dros yr wythnosau nesaf.

[Darlennwch fwy](#)

Yn olaf, gwnaed ymdrechion benodol yn ystod y pandemig i ymgysylltu gyda staff i'w hannog i ddefnyddio'i Gymraeg yn anffurfiol yn y gwaith. Cynhaliwyd cwis ar ddydd Miwsig Cymru ac fe gynhaliwyd digwyddiadau ar lein ar ddydd Gŵyl Dewi (gw. astudiaeth achos 3).

Astudiaeth Achos 3: Digwyddiad mewnol Gŵyl Dewi

Cefndir

Ar Fawrth 1af 2020, cynhaliwyd digwyddiad mawr yn Neuadd y Sir i ddathlu Gŵyl Dewi, gan ddefnyddio'r digwyddiad i gyfathrebu gyda staff y gweithle am y Safonau, am y cyfleoedd dysgu Cymraeg ac i hyrwyddo'r Gymraeg yn gyffredinol. Dros y blynedd diwethaf, mae Arweinwyr Iaith ein hadran amgylchedd wedi cynnal digwyddiadau tebyg yn rhai o leoliadau eraill y Cyngor. Mae'r digwyddiadau yma'n rhoi cyfle i ni wneud gwaith cyfathrebu mewnol pwysig am y Gymraeg ond hefyd mae'n rhoi cyfle i staff i gyfathrebu'n Gymraeg mewn sefyllfa anffurfiol ac mae hynny'n cynyddu defnydd y Gymraeg yn y gweithle. Eleni, roeddwn dal mewn cyfnod clo pan ddaeth dydd Gŵyl Dewi felly doedd cynnal digwyddiad tebyg ddim yn bosibl.

Gan ddysgu o ymchwil Arfer ac o sgysiau anffurfiol, daeth yn amlwg bod llai o'n staff yn defnyddio'u Cymraeg ers dechrau gweithio'n hyblyg. Wrth i'r cyfleoedd i ddefnyddio Cymraeg anffurfiol ar hap mewn lleoliadau cyffredin yn adeiladau'r Cyngor ddiplannu dros nos, ni roddodd ein sianeli gyfathrebu *Teams* gyfleoedd tebyg i staff i ddefnyddio'u Cymraeg. Tra bod staff oedd arfer gweithio yn Gymraeg yn dal i wneud hynny mewn cyfarfodydd ar *Teams*, mae rhan fwyaf o sefyllfaoedd gwaith yn cynnwys o leiaf un aelod o staff di-Gymraeg felly lleihaodd y cyfleoedd i ddefnyddio'r Gymraeg yn y gwaith yn fawr.

Datrysiad

Cynhaliwyd digwyddiadau Gŵyl Dewi ar lein gyda'r prif fwriad o roi cyfle i staff i glywed y Gymraeg yn anffurfiol mewn sefyllfaoedd amrywiol drwy gydol y dydd. Roedd modd cymryd rhan mewn un neu ddiwrnod cyfan o ddiwyddiadau. Roedd rhai o'r digwyddiadau'n rhai rhyngweithiol ac eraill yn cael eu recordio o flaen llaw a'u rhyddhau ar amser penodol.

Rhodddwyd yr amserlen ar 'screensavers' pawb ar y diwrnod.

Ymunwch â'n dathliadau Dydd Gŵyl Dewi, 1 Mawrth

- 9:30 Cystadleuaeth ysgrifennu limerig y Cyngorydd Peter Hughes Griffiths
- 10:00 Fideo dysgu sut i wneud Pice ar y Maen
- 11:00 Sesiwn llesiant gyda Canna Consulting
*Cynhelir y sesiwn hon yn Gymraeg
- 12:00 Canu'r anthem 'Hen Wlad Fy Nhadau'
- 12:15 Cwís byw gyda Marci G
*Cynhelir y sesiwn hon yn Gymraeg
- 1:30 Cyfle i gael rhagor o wybodaeth am ddysgu Cymraeg neu wella eich sgiliau Cymraeg
- 2:30 Sesiwn holi ac ateb gyda Jonny Clayton, pencampwr dartiau (recordiwyd ymlaen llaw)
- 4:00 Sesiwn Clocffit

Gallwch weld rhagor o wybodaeth a'r dolenni i ymuno â'r sesiynau ar [mewnrwyd/beth-sy-mlaen](#)

Join in with our St David's Day celebrations on March 1

- 9:30 Cllr Peter Hughes Griffiths' Limerick Competition
- 10:00 Welshcakes cookery demo video
- 11:00 Wellbeing session with Canna Consulting
Session will be held in Welsh
- 12:15 Live quiz with Marci G
*This session will be held in Welsh
- 1:30 Find out more about learning or improving your Welsh language skills
- 2:30 Q&A session with darts champ Jonny Clayton (pre recorded)
- 4:00 Clocffit session

More info and the links to join in can be found at [intranet/whats-on](#)

Cyngor Sir Gâr
Carmarthenshire
County Council

Dathliadau Dydd Gŵyl Dewi



Mae llawer yn digwydd i ddathlu Dydd Gŵyl Dewi heddiw (dydd Llun, 1 Mawrth) – felly dewch i gymryd rhan!

Mae llu o wahanol ddigwyddiadau'n cael eu cynnal drwy gydol y dydd ar Teams – rhai sesiynau byw ac eraill wedi recordio ymlaen llaw.

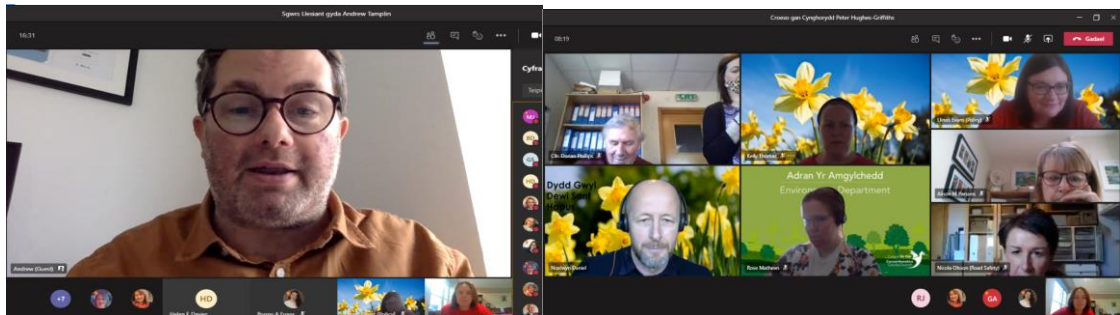
Does dim angen cofrestru ymlaen llaw, y cyfan sydd angen ei wneud yw clicio ar y dolenni isod ar gyfer pob sesiwn.

Gall y teulu cyfan gymryd rhan hefyd - bydd cystadleuaeth am y ffenestr sydd wedi'i haddurno orau ar thema Cymru. Anfonwch eich lluniau i iaithgymraeg@sirgar.gov.uk erbyn canol dydd, **ddydd Gwener, 5 Mawrth** i gael cyfle i ennill gwobr.

I gael rhagor o wybodaeth a'r holl ddoenni i ymuno â'r sesiynau ewch i'r tudalennau Beth Sydd Mlaen ar y [fewnrwyd](#).

Mae llu o wahanol ddigwyddiadau rithwir yn cael eu cynnal o amgylch y sir yn y cyfnod cyn Dydd Gŵyl Dewi a thrwy gydol y dydd. I gael rhagor o wybodaeth ewch i dudalen [Facebook Darganfod Sir Gâr](#).

Rhannwyd y wybodaeth i gyd ar y fewnrwyd a thrwy gylch lythyr staff holl staff y Cyngor



Canlyniad

Yn dilyn y digwyddiad, gweinyddwyd holiadur SNAP i gasglu adborth ar y digwyddiad. Roedd modd deall sut roedd y staff wedi clywed am y digwyddiad a pha adrannau roeddent yn gweithio, yn ogystal a pha weithgareddau roedden nhw'n awgrymu i'r dyfodol. Nododd pawb, namyn un, y byddent yn hoffi gweld digwyddiadau tebyg y flwyddyn nesaf.

Yn dilyn y digwyddiad, rhoddwyd y fideos ar y fewnwyd gydag is-deitlau ac anogwyd pawb i wrando arnynt yn ei hamser eu hunain.

Staff yn ymuno â dathliadau Dydd Gŵyl Dewi

Ymunodd staff ar draws yr holl adrannau yn nathliadau Dydd Gŵyl Dewi ar-lein eleni, ar ddydd Llun (1 Mawrth).

Cafwyd sesiynau byw yn ystod y dydd gan gynnwys sesiwn lles, cwis byw a sesiwn ffitrwydd 'Clocsffit' yn ogystal â chyfle i ddarganfod mwy am sut y gall staff ddysgu neu wella eu sgiliau Cymraeg yn y gweithle.

Peidiwch â phoeni os gwnaethoch chi fethu unrhyw un o'r sesiynau, byddant ar gael i'w gwyllo eto'n fuan - daliwch ati i wirio **tudalennau gweithio'n ddwyieithog** ar y fewnwyd.

[Darllenwch fwy](#)

I'r dyfodol

Ers cynnal y digwyddiadau, mae adborth pellach wedi ein cyrraedd fod angen cyfleoedd anffurfiol ar gyfer clywed a defnyddio'r Gymraeg. Roedd y niferoedd a fynychodd y digwyddiadau'n llai na'r disgwyl eleni ond rydyn ni'n bwriadu ei osod yn sefydlog yng nghalendr y staff. Wrth iddynt ddod yn gyfarwydd gyda'r drefn, a'r drefn o fynychu digwyddiadau ar-lein, fe fydd mwy yn cymryd y cyfle i glywed ac i ymarfer eu Cymraeg yn y modd hwn.

Rydym wedi sefydlu trefn bellach o ddefnyddio 5 dyddiad ar gyfer hyrwyddo'r Gymraeg yn y Cyngor, sef Santes Dwynwen, Dydd Miwsig Cymru, Dydd Gŵyl Dewi, Diwrnod Shwmae a Diwrnod Mae gen i Hawl. Weithiau, byddwn yn hyrwyddo'r Gymraeg yn fewnol ac weithiau i'r cyhoedd ar y dyddiadau hyn, ac fe fydd yr Arweinwyr iaith yn allweddol yn eu cynnal.

Rhannwyd cwis ar gerddoriaeth Cymraeg gyda'r staff ar ddydd miwsig Cymru a defnyddiwyd y cyfle o dynnu sylw at ffyrdd o ganfod cerddoriaeth Gymraeg.

Cydymffurfio â'r Safonau Hybu

Rydym wedi parhau gyda'r gwaith o hybu'r Gymraeg yn sir Gâr er gwaetha'r newidiadau mawr ddaeth i waith y Cyngor yn dilyn y pandemig. Symudodd Cyfarfodydd Fforwm Strategol Y Gymraeg yn syth ar-lein. Yn wir, yn unol â dymuniadau'r Fforwm, cynhaliwyd 5 o gyfarfodydd yn hytrach na 4 gyda tua 20 sefydliad yn cael eu cynrychioli ym mhob cyfarfod. Trafodwyd y meysydd canlynol:

- Mehefin 2020 – Heriau hyrwyddo'r Gymraeg mewn cyfnod clo
- Medi 2020 – Prentisiaethau ac addysg ôl 16
- Tachwedd 2020 – Tai a gwerthiant ers y cyfnod clo
- Chwefror 2021 – Gwerthusiad o brosiect yr Ardaloedd Blaenoriaeth
- Mawrth 2021 – Cynllunio a'r Cynllun Datblygu Lleol

Law yn llaw â'r trafodaethau hyn, comisiynwyd *laith* i gasglu mesuryddion posib i greu fframwaith i fesur effaith y Strategaeth Hybu 5 mlynedd. Mae'r gwaith hwn wedi ei gwblhau ac er fod yna wendidau yn y dangosyddion a gwaith i'w wneud ar wella'r ffynonellau data i'w gwneud yn fwy dibynadwy, mae gennym fframwaith ar gyfer sefydlu gwaelodlin o ddata ar gyfer mesur effaith y Strategaeth Hybu a fydd yn gwella fesul pum mlynedd, gobeithio.

Defnyddiwyd y cyfnod clo cynnar i gydweithio'n agos gyda swyddogion *Helo Blod* i greu llyfryn newydd i hybu'r Gymraeg yn y byd busnes. Roedd y saib yng ngwaith wyneb-yn-wyneb y staff *Helo Blod* yn gyfle da i ni gydweithio ar yr adnodd hwn. (Gweler Astudiaeth achos 5).

Gwnaed gwaith pellach i hyrwyddo gwasanaethau Cymraeg y Cyngor eleni, er mai yn electronig y digwyddodd hyn werth reswm. Rhyddhawyd datganiad i'r wasg ac ar ein gwefan ar ddiwrnod 'Mae gen i Hawl' ac mae staff Dechrau'n deg a Chanolfan Gwybodaeth i deuluoedd wedi parhau i ddsbarthu deunyddiau i hyrwyddo addysg Gymraeg a dwyieithog gyda deunyddiau hyrwyddo a luniwyd gennym, gan gynnwys 'Gwaith Cartref. Dim Problem' (Gweler Astudiaeth achos 6).

Astudiaeth Achos 4: Llyfryn hyrwyddo'r Gymraeg i Fusnesau

Cefndir.

Roedd gan Y Cyngor llyfryn i hyrwyddo'r Gymraeg ymysg busnesau a luniwyd yn 2015 mewn partneriaeth â'r Fforwm Strategol Sirol. Roedd y llyfryn bellach wedi dyddio. Yn dilyn y gwaith a wnaed gyda'r grŵp aml-asiantaeth ar hyrwyddo'r Gymraeg mewn busnesau, nodwyd bod angen adnodd mwy cyfredol i ddsbarthu ymysg ein cysylltiadau. Gan fod strwythur y cymorth i fusnesau bellach wedi ei sefydlu, gyda'r llywodraeth yn ariannu cefnogaeth i fusnesau bach a chanolig a Comisiynydd y Gymraeg yn darparu cefnogaeth i fusnesau mawr, roedd modd cynnig cymorth clir i fusnesau bellach ac roedd angen cyfathrebu hyn ar lefel sirol yn Sir Gâr.

Datrysiaid.

Cydweithiwyd gyda swyddogion Busnes Helo Blod i greu llyfryn electroneg newydd sbon a fyddai'n berthnasol ac o ddefnydd ymarferol i fusnesau'r sir. Penderfynwyd canolbwyntio ar y neges bod modd i bawb ddefnyddio Cymraeg yn eu busnes. Rhannwyd y llyfryn yn dair rhan i gyflwyno'r 'Camau bach ond pwysig', sy'n gydnabyddiaeth o ddwyieithrwydd y sir ac o fewn cyrraedd i bawb, adran i 'adeiladu' ar y camau bach ac yn olaf 'Gweithio'n gwbl ddwyieithog: y Camau Breision'.



Cynhwyswyd 2 astudiaeth achos leol o dan pob adran gan swyddogion helo Blod o fusnesau yr oeddynt wedi gweithio gyda nhw, i roi blas leol i'r cyfan ac i roi hyder i fusnesau bod gweithredu'n ddwyieithog yn bosib.

Astudiaeth Achos 5, Jin Talog

Cefndir:
Sefydlwyd y cwmni yn 2018 ac o'r cychwyn cyntaf roedd y perchnogion yn awyddus i gynnwys y Gymraeg yn eu busnes. Roedd y ddau wedi symud yn ôl i gefn gwlad o'r ddinas. Roedd un o'r perchnogion yn siarad Cymraeg iaith gyntaf a'r llall yn ddysgw. Mae'r elfen gymunedol yn bwysig iawn iddynt fel busnes ac mae'r Gymraeg yn rhan fawr o hwnnw.

Camau:
Wrth adeiladu eu gwefan, label i'r cynnyrch ac unrhyw nwyddau marchnata, roeddant yn meddwl am y Gymraeg ar bob adeg ac felly wedi safydlu hunaniaeth Gymreig a Chymreig i'r busnes o'r cychwyn. Wrth i chi ymweld â gwefan y cwmni, mae ganddynt ddeis i newid rhwng y ddwy iaith. Mae'r mwyafrif o'r postïadau ar eu cyfryngau cymdeithasol hwnnw hefyd yn ddwyieithog.

Llwyddiannau:
Mae Jin Talog wedi datblygu mewn adeg cymharol fyr i fod yn frand adnabyddus gan ennyn sylw cylchgrawn Vogue yn ystod cyfnod y Nadolig 2019. Maent hefyd wedi ennill amryw o wobrau am ei jin.

“ Mae defnyddio'r Gymraeg wedi bod yn sylfaenol i lwyddiant ein busnes cychwynol. Mae wedi rhoi hunaniaeth glir inni ac wedi ein helpu i sefyll allan. Cawsom ymateb anhygoel gan siaradwyr Cymraeg sy'n gwerthfawrogi cyfathrebu â ni yn y Gymraeg, ac maent wedi dod yn gwsmeriaid ffyddlon arbyn hyn. Mae defnyddio Cymraeg wedi helpu ni i gryfhau ein brand a'n safle mewn marchnad orlawn. ”

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Rhoddwyd dolenni byw yn y ddogfen i gyfeirio busnesau yn uniongyrchol at y cymorth sydd ar gael a defnyddiwyd ymchwil ddiweddaraf Comisiynydd y Gymraeg, 'Y Gymraeg yn y fased Siopa' i ddwyn perswâd fod defnyddio'r Gymraeg o fudd i fusnesau yn sir Gâr.

Canlyniad.

Roedd creu'r adnodd electroneg newydd hon yn golygu bod modd i ni ddatblygu partneriaethau newydd a dylanwadu ar sefydliadau eraill i hyrwyddo'r Gymraeg mewn busnesau. O gynnig dogfen yn cynnwys yr holl gefnogaeth mewn un lle, roedd modd cydweithio gyda Menter a Busnes, Antur Cymru a Chanolfannau Siopa. Dosbarthwyd hefyd drwy gysylltiadau datblygu economaidd, safonau masnach y cyngor a thrwy gylchlythron busnesau a chynghorau tref a chymuned.

07/01/2021 Llywbrau amgen i'r farchnad ar Gymraeg mewn busnes / Alternative routes to market and the Welsh language in business

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The Welsh language within your business



Pam defnyddio'r Gymraeg yn eich busnes?
Beth yw'r manteision o ddefnyddio'r Gymraeg?
Mae'r ddogfen hon yn cynnig yr atebion ac hefyd yn cyflwyno awgrymiadau er mwyn gwneud mwy o ddefnydd o'r Gymraeg.
Dyma gyhoeddiad sydd yn rhan o gefnogaeth Heio Blod a Comisiynydd y Gymraeg er mwyn cymorthwyo

Why use Welsh in your business?
What are the benefits of using the Welsh language?
This [document](#) provides the answers and also provides suggestions for making more use of the Welsh language.
This publication is part of the support of Heio Blod and the Welsh Language Commissioner to help businesses with bilingualism in

Nododd Swyddog Marchnata prosiect Cywain yr 'Anfonwyd at 860 o gyfeiriadau e-bost sy'n cynnwys cleientiaid Cywain a rhanddeiliaid yn cynnwys Llywodraeth Cymru' (7.1.2021). Dosbarthodd Menter a Busnes y llyfryn drwy e-bost i aelodau 'cyswllt ffermio' i gyd hefyd

Cafwyd cais gan Fenter Môn i ail-greu ein dogfen ac fe gytunom y gallent ddefnyddio'r holl ddeunyddiau oedd o ddefnydd iddynt ond eu bod yn cydnabod y Cyngor Sir fel ffynhonnell wreiddiol y deunyddiau.

I'r Dyfodol

Fe fyddwn yn archwilio'r posibiliad o wneud gwaith pellach yn dosbarthu'r ddogfen hon gyda datblygiadau'r prosiectau datblygu economaidd y bydd y Cyngor Sir yn gweithredu yn ystod y cyfnod nesaf, fel prosiect 'Y Deg tref farchnad' . Byddwn hefyd yn ceisio sicrhau ei fod o ddefnydd hefyd i'r prosiect LocalMotion yn nhref Caerfyrddin.

[Welsh \(llyw.cymru\)](http://Welsh (llyw.cymru))

Astudiaeth Achos 5: Gwaith Cartref. Dim Problem

Cefndir

Ar ddiwedd 2020, lluniwyd llyfryn a oedd a'i brif fwriad o leddfu gofidiau rhieni di-Gymraeg am fethu a helpu eu plant gyda gwaith cartref wrth iddynt fynychu addysg Gymraeg. Wedi gwaith ymgynghori, penderfynwyd greu fersiwn Gymraeg oedd ychydig yn wahanol, a fyddai'n rhoi cyngor i rieni ar sut i gynorthwyo plant gyda gwaith cartref ac yn eu hannog i ddefnyddio'u Cymraeg gyda'r plant yn y cartref. Llwyddwyd dosbarthu copïau caled o'r llyfryn cyn diwedd 2020 i benaethiaid ysgolion ond rhwystrodd y cyfnod clo unrhyw ddatblygiadau i ddsbarthu copïau caled a ninnau megis dechrau ar y gwaith.

Datrysiad

Roedd yn rhaid creu cynllun dosbarthu fersiynau electroneg o'r ddogfen a'i weithredu yn ystod y flwyddyn.

Gosodwyd y ddogfen ar dudalennau addysg y Cyngor Sir gan sicrhau dolen at fersiwn electroneg ar gyfer gohebu gyda sefydliadau'n haws. Fe'i osodwyd ar wefan a Facebook Gwasanaethau Gwybodaeth i deuluoedd yn ogystal. E-bostiwyd holl benaethiaid y sir i rannu fersiwn electroneg gyda nhw ac argymhell eu bod yn ei rannu gyda rhieni drwy ap yr ysgol cyn diwedd tymor yr haf. Atgoffwyd hwy eto drwy e-bost ar ddechrau Medi rhag ofn y byddai wedi mynd yn angof gyda threfniadau ail-agor ar ôl y cyfnod clo mawr.

Rhannwyd y ddogfen gyda phenaethiaid gwasanaethau plant y Cyngor a chyda swyddogion Meithrin a Cymraeg i Blant. Fe'i rannwyd gan y Tîm datblygu'r Gymraeg sydd hefyd yn gyfrifol am gefnogi hwyrddyfodiaid. Yn olaf, fe'i rannwyd i holl ddarparwyr gofal cofrestredig y sir.



Homework in Secondary School

Quote from a year 7 pupil...

"Parents CAN help with homework. Just talk to them in English about what you're doing, and then write it in Welsh!"

As young people mature, they may not want much help from parents but you can still show interest in their work even when the work becomes more specialised.

1. Ask the child to **explain** the task to you in English. Check any difficult vocabulary to make sure you understand each other properly.
2. Discuss the work in **English**.
3. Encourage the child to **translate** what was discussed back into Welsh. You can assist if needed using an online lexicon.
4. Encourage your child to check their answers using **Cysill online**.

Gwaith Cartref yn yr Uwchradd

1. Gofynnwch i'ch plentyn egluro'r dasg i chi yn Saesneg neu yn Gymraeg. Gwirwch unrhyw eirfa neu dermau anodd gyda'ch gilydd os oes angen gan ddefnyddio geiriaduron ar-lein neu'r **Ap Geiriaduron**.
2. Trafodwch y gwaith yn **Gymraeg** neu'n **Saesneg**. Peidiwch poeni os ydych chi'n gorfod defnyddio geiriau technegol yn Saesneg wrth drafod.
3. **Peidiwch poeni** os ydych chi plentyn yn cywiro eich Cymraeg. Bydd hyn yn magu eu hyder iethyddol nhw.
4. Anogwch eich plentyn i wirio ei atebion drwy ddefnyddio **Cysill ar-lein**.
5. Awgrymwch i'ch plentyn lawrlwytho'r ap yma ar ei ffôn Android, iPad neu iPhone am ddim. Fe fydd yn rhoi'r eirfa gywir yn Saesneg ac yn Gymraeg iddo ar flaenau ei fisedd.

Negeseuon gwahanol yn y fersiynau Cymraeg a Saesneg.

Canlyniad

Cafwyd adborth gadarnhaol ar yr adnodd ac fe ofynnodd Cronfa Glydwr, a oedd wedi cyfrannu tuag at y gwaith argraffu cychwynnol, i ni eu rannu gyda'r holl gynghorau sir eraill. Gofynnwyd y WLGA wneud hyn ar ein rhan ac fe rannodd WLGA yr adnodd gyda Rheolwyr y Consortia Gwella Ysgolion yn ogystal. Yn dilyn hyn, cysylltodd Sir Fflint a Chastell Nedd Port Talbot gyda ni i gael caniatâd i ail-greu'r ddogfen ar gyfer eu defnydd sirol nhw. Aeth ein adran graffeg ni, felly, ati i osod logos y ddwy sir ar fersiynau newydd o'r ddogfen fel eu bod yn gallu efelychu ein gwaith heb unrhyw gost o gwbl iddynt hwy.

I'r Dyfodol

Y cam nesaf yw i ailgydio mewn dosbarthu copiâu caled o'r llyfryn hwn ac archwilio posibiliadau o'u rannu ymhellach yn enwedig wrth symud yr ysgolion ar hyd y continwmm iaith yn unol â'r CSGA. Ni ddatryswyd chwaith y mater o gynnig mynediad i'r ddogfen hon ac eraill wrth i aelodau o'r cyhoedd geisio am le mewn ysgol ar lein. Bydd angen archwilio'r posibiliadau hyn yn ystod 21-22.

Cydymffurfio â'r Safonau Llunio Polisi

Yn gyffredinol, parhaodd y Gymraeg yn flaenoriaeth strategol i'r Cyngor Sir yn ystod y flwyddyn er gwaetha'r newid cyfeiriad mawr ym mlaenoriaethau'r gwasanaethau a ddarparwyd. O safbwynt corfforaethol, gwnaed gwaith ymarferol i sicrhau fod y broses o ystyried effaith y Gymraeg ar benderfyniadau polisi a phrosiectau newydd yn glir i reolwyr drwy gynnwys yr ystyriaethau hyn yn Nheclyn Asesu Effaith newydd y Cyngor.

Rhodddwyd sylw penodol i'r Gymraeg ac i'r Safonau mewn templed i reolwyr oedd i'w gwblhau wrth i wasanaethau ddod nol yn fyw yn dilyn y cyfnodau clo. Roedd yn rhaid i bob Rheolwr Gwasanaeth gwblhau'r templed er cymeradwyaeth y pwyllgor aur a oedd yn cael ei gadeirio gan y Prif weithredwr.

Rhodddwyd pwyslais penodol a chadarn ar gael effaith gadarnhaol ar ddefnydd y Gymraeg yn y ddogfen bolisi datblygu economaidd, 'Symud Sir Gâr wledig ymlaen' gan wneud yn siŵr fod y nod o ddatblygu'r economi law yn llaw â'r Gymraeg yn flaenoriaeth ar gyfer ein hardaloedd gwledig. Mae'r adroddiad y cydnabod, ein 'diwylliant unigryw sy'n gysylltiedig â'r Gymraeg, sydd wedi cybblethu â bywyd cymunedol yn y rhan hon o Gymru ers canrifoedd'. Ac mae'n nodi y bydd yn 'rhoi pwyslais ar greu swyddi a chyfleoedd busnes wrth wraidd y strategaeth adfywio hon fel y gallwn gadw ein pobl ifanc yn Sir Gaerfyrddin ac annog y rhai sydd wedi gadael y sir i ddatblygu eu doniau mewn mannau eraill i ddychwelyd a'n helpu i dyfu ein heconomi'.

Rhodddwyd sylw o'r newydd i'r Gymraeg wrth baratoi dogfennau tendro newydd *Dechrau'n Deg* ar gyfer caffael gofal plant ar gyfer y cyfnod nesaf. Gosodwyd amodau mwy amlwg a mwy clir i ganolfannau gofal plant ar yr angen i fedru darparu'n Gymraeg. Dilëwyd yr amwysedd oedd yn yr hen fanyleb tendro gan ddisodli'r term 'darpariaeth dwyieithog' gyda'r termau 'darpariaeth Gymraeg' a 'darpariaeth Gymraeg a Saesneg'. Golyga hyn fod pob darparwr yn gorfod dangos y gallu naill ai ddarparu gofal yn Gymraeg neu yn Gymraeg a Saesneg yn gyfochrog yn hytrach na bod modd darparu gofal cyfrwng Saesneg gydag elfennau o Gymraeg a'i glustnodi'n 'ddwyieithog'. Nodwyd y byddai'n rhaid i bob lleoliad;

- Darparu gofal plant drwy gyfrwng y Gymraeg a chael digon o staff â sgiliau Cymraeg i ddarparu gweithwyr allweddol cyfrwng Cymraeg i blant sy'n dymuno eu cael. Dylai lleoliadau ystyried Cymraeg Lefel 3 man lleiaf, yn feincnod ar gyfer sgiliau Cymraeg digonol,
- Bod â'r modd i gyfathrebu â theuluoedd drwy gyfrwng y Gymraeg os dymunant,
- Bod â deunyddiau dwyieithog ar gyfer hyrwyddo diwylliant a thraddodiadau Cymreig a gallu darparu ysgogiad gweledol cyfrwng Cymraeg yn y lleoliad yn ogystal â chyfarwyddiadau/ arwyddion Cymraeg,
- Datblygu sgiliau Cymraeg pob plentyn sy'n derbyn gofal plant,
- Meddu ar ddeunyddiau addas ynghylch dewisiadau iaith ysgolion cynradd lleol fel y gall plant barhau i ddatblygu eu sgiliau Cymraeg pan fyddant yn dechrau addysg ffurfiol.

Gwnaed gwaith blaengar a thrwyadl i sicrhau ystyriaethau digonol o'r Gymraeg wrth ddatblygu' Cynllun Datblygu Lleol newydd. (Gweler astudiaeth achos 6).

Astudiaeth Achos 6: Cynllun Datblygu Lleol

Cefndir

Ar hyn o bryd mae Cyngor Sir Caerfyrddin yn paratoi ei Gynllun Datblygu Lleol Diwygiedig (CDLI) a fydd, o'i fabwysiadu, yn ddogfen y bydd yr holl gynigion defnydd tir a datblygu yn cael ei hasesu yn ei herbyn tan ei ddyddiad gorffen yn 2033. Wrth baratoi'r CDLI, rhaid ei asesu ar gyfer yr effeithiau a ragwelir ar y Gymraeg, gan gynnwys y polisïau a'r safleoedd a ddyrannir i'w datblygu oddi mewn iddo.

Wrth baratoi'r CDLI, rhaid sicrhau cydbwysedd rhwng sicrhau bod digon o dir ar gael yn y manau cywir i ddiwallu anghenion tai a chyflogaeth ei drigolion ac i gynnal y cymunedau lleol heb ddyrannu i'r fath raddau fel y byddai'n cael effaith andwyol ar hyfywedd y Gymraeg yn Sir Gaerfyrddin.

Nid oes dull safonol o gynnal asesiad o'r fath ac roedd pryderon ynghylch cadernid a chywirdeb y fethodoleg presennol a'r risgiau y byddai'r rhain yn eu cyflwyno. Ar ben hynny, mae dealltwriaeth o'r berthynas rhwng y Gymraeg a chynllunio defnydd tir yn gyffredinol yn wan, gyda chyfran sylweddol o'r dystiolaeth sydd ar gael yn anecdotaid ac yn amhendant.

Datrysiad

Aeth Cyngor Sir Gâr ati i ddod o hyd i fethodoleg addas y gellid ei defnyddio i asesu effeithiau disgwylidig y CDLI ar y Gymraeg, a fyddai'n cydymffurfio â gofynion polisi deddfwriaethol a cenedlaethol. Byddai angen i'r asesiad hefyd ddefnyddio ffynonellau gwybodaeth a fyddai'n ddigon cadarn i wrthsefyll archwiliad gan arolygydd cynllunio annibynnol ac unrhyw heriau gan drydydd partïon.

Comisiynodd y Tîm Blaengynllunio, gan gydweithio â Swyddogion Polisi Corfforaethol, yr ymgynghorwyr *laith* a *Burum* i baratoi methodoleg addas ac i asesu effaith disgwylidig y CDLI drwy gydol y broses o'i baratoi, gan asesu'r elfennau canlynol: lefel y twf a nodwyd gan y CDLI; dosbarthiad gofodol y datblygiad; pholisïau'r Cynllun; a'r safleoedd a ddyrannir i'w datblygu.

Canlyniad

Gan uno eu harbenigedd mewn cynllunio ieithyddol a chynllunio defnydd tir, cynhyrchodd *laith* / *Burum* fethodoleg addas ar gyfer asesu'r CDLI. Mae'r gwaith a wnaed hyd yma wedi cynhyrchu asesiad o fersiwn Adneuo'r CDLI ac mae ar gael ar dudalen we'r CDLI:

[Datblygu sylfaen o dystiolaeth \(llyw.cymru\)](#).

Daeth yr asesiad a gynhaliwyd i'r canlyniad fod y Strategaeth dwf yn debygol o gael effaith 'negyddol fach' ar y Gymraeg a'r Strategaeth Ofodol yn debygol o gael effaith 'gadarnhaol fach'. Gwnaeth yr ymgynghorwyr argymhellion ar sut i gyfyngu ar yr effeithiau negyddol, a oedd yn cynnwys adolygiad a diwygiadau i bolisïau *laith* Gymraeg y CDLI. Ymgorfforwyd y diwygiadau a awgrymwyd yn y Cynllun Adneuo cyn ei gyhoeddi.

Cyflwynwyd y gwaith a wnaed hyd yma a chynnwys yr Aseiad o'r Effaith ar y Gymraeg i Fforwm Strategol Sirol y Gymraeg er eu gwybodaeth, a rhagwelir y bydd cyfleoedd pellach i ymgysylltu â grwpiau Cymraeg.

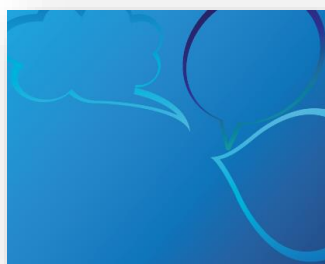
I'r Dyfodol

Wrth i'r CDLI barhau i esblygu, bydd ei effeithiau'n parhau i gael eu hasesu i sicrhau bod y Cynllun yn manteisio i'r eithaf ar y cyfleoedd i gyfrannu'n gadarnhaol at fywiogrwydd a hyfywedd y Gymraeg.

Bydd y ffocws yn awr yn symud tuag at fynd i'r afael yn gyntaf ag unrhyw fylchau yn y dystiolaeth sy'n parhau i fod yn aseiad y CDLI, ac yn ail, gweithredu'r CDLI. Mae hyn yn debygol o gynnwys dull cydweithredol o gynhyrchu Canllawiau Cynllunio Atodol. Bydd y CCA yn rhoi canllawiau pellach i ddatblygwyr ar sut i fodloni gofynion polisi'r CDLI ac yn gosod y fframwaith ar gyfer sut y dylid ystyried yr iaith yn ystod y cam o gyflwyno ceisiadau cynllunio.

Er bod cryn dipyn o waith arloesol a blaengar wedi'i wneud, mae nifer o heriau'n parhau, a bydd y Gymraeg yn parhau i fod yn ystyriaeth yn y system cynllunio defnydd tir yn Sir Gaerfyrddin yn y dyfodol agos.

Cwynion a dderbyniwyd 2020/21



Isod ceir rhestr o'r cwynion a dderbyniwyd yn ystod 2020/21 ynghyd â chrynodeb o'r gweithredu yn dilyn eu derbyn.

Derbyniwyd cwynion yn uniongyrchol i'r Cyngor a thrwy Swyddfa Comisiynydd y Gymraeg. Ymdriniwyd â'r cwynion uniongyrchol yn unol â gweithdrefn gwynion y cyngor.

Cwyn Safonau Cyflenwi Gwasanaethau	Ymateb a gweithredu
1. Cwyn ynglŷn ag arwyddion ffordd ar y B4317 rhwng Trimsaran a Phen-bre	<ul style="list-style-type: none">• Cynhaliwyd Ymchwiliad gan Swyddfa Comisiynydd y Gymraeg• Nodwyd bod yr arwyddion yn rhai hanesyddol (mewn lle cyn y Safonau) ond gwnaed trefniadau er mwyn gosod arwyddion newydd
2. Cwyn ynglŷn ag amlen dychwelyd rhagdaledig uniaith Saesneg gan y Tîm Budd-daliadau	<ul style="list-style-type: none">• Esboniwyd nad oes modd i ni fel cyngor ddefnyddio cyfeiriad dwyieithog gan nad yw'r Post Brenhinol yn ein caniatáu i'w cynnwys. Nifer gyfyngedig o eiriau y gellir eu defnyddio wrth osod y cyfeiriad• Derbyniwyd arweiniad gan Swyddfa Comisiynydd y Gymraeg y dylid defnyddio cyfeiriadau cyfrwng Cymraeg yn unig at y dyfodol
3. Cwyn ynglŷn â gohebiaeth uniaith Saesneg gan gartref gofal 'Barchester'. Honnai'r achwynydd fod y cyngor yn rhoi cyfeiriadau cartrefi ei drigolion i gwmnïau preifat megis 'Barchester', ac felly fod perthynas rhwng y cwmnïau a'r cyngor sy'n creu amheuaeth fod y cwmnïau yn cyflenwi gwasanaeth ar ran y cyngor.	<ul style="list-style-type: none">• Esboniwyd nad oes gan y cyngor berthynas waith ffurfiol neu drefniant rhannu gwybodaeth gyda chartrefi gofal 'Barchester'.• Yr unig bosibilrwydd a nodwyd yw ein bod yn ymwybodol bod rhai sefydliadau sy'n prynu'r gofrestr Etholiadol wrth y cyngor yn gwerthu'r manylion ymlaen at gyrff trydydd parti eraill – does gennym ni ddim rheolaeth o gwbl o hyn fel cyngor a does dim modd i ni osod amodau na thelerau ar unrhyw werthiant o'r gofrestr.
4. Cwyn gan aelod o'r cyhoedd ynglŷn â'r ffaith iddo ddanfôn llythyr at yr Adran Dai ym mis Chwefror eleni, ond iddo dderbyn galwad nôl gan aelod staff o'r adran yn y Saesneg	<ul style="list-style-type: none">• Mae Ymchwiliad ar waith gan Swyddfa Comisiynydd y Gymraeg

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- | | | |
|----|---|--|
| 5. | Cwyn yn ymwneud â e-bost Saesneg gan a dogfen Saesneg "Housing Options Plan". | <ul style="list-style-type: none"> • Esboniwyd bod y tîm wedi methu cysylltu â'r unigolyn dros y ffôn ac wedi danfon gohebiaeth ddwyieithog ato. • Wrth i'r unigolyn gysylltu nol, cynigiwyd cyswllt Cymraeg iddo, ond fe barhaodd â'r sgwrs yn Saesneg. • Cynhaliwyd Ymchwiliad gan Swyddfa Comisiynydd y Gymraeg. • Dyfarnwyd bod y Cyngor wedi torri'r Safonau o ran darparu gwasanaethau a gofynnwyd i'r Cyngor gymryd camau pwrpasol er mwyn datrys hyn. • Mae'r camau gweithredu yn cynnwys atgoffa holl staff y cyngor o'r Safonau ynghylch gohebu a ffurflenni safonol y cyngor |
| 6. | Cwyn gan unigolyn ynglŷn â'r ffaith iddo dderbyn e-bost uniaith Saesneg 'Council Tax Breakdown' gan Adain Treth y Cyngor, Cyngor Sir Gaerfyrddin trwy law gweithiwr cymorth tenantiaeth Y Wallich | <ul style="list-style-type: none"> • Cyflwynwyd y gwyn drwy Swyddfa Comisiynydd y Gymraeg. • Esboniwyd bod y cyngor yn darparu copi cwbl ddwyieithog o fanylion Treth y Cyngor i bob aelwyd. • Yn sgil y ffaith bod yr unigolion yn derbyn cymorth tenantiaeth, roedd yr e-bost a gyfeiriodd ato yn y gwyn yn sgwrs rhwng dau swyddog, nid neges gyhoeddus. • Penderfynodd Swyddfa Comisiynydd y Gymraeg i beidio parhau gyda'r achos. |
| 7. | Cwyn gan aelod o'r cyhoedd am y ffaith iddo dderbyn llythyr uniaith Saesneg gan y Cyngor yn ymwneud â 'Prevention of Damage by Pests Act 1949, Section 4/ Environmental Protection Act 1990, Section 80'. | <ul style="list-style-type: none"> • Nodwyd bod yr achwynydd wedi bod mewn cyswllt â'r swyddog priodol / y tîm Diogelu'r Amgylchedd i gwyno, ac wedi derbyn ein ymddiheuriad diffuant am y camgymeriad wrth ddanfon llythyr uniaith Saesneg ato. • Darparwyd copi cyfrwng Cymraeg o'r llythyr a crëwyd cofnod penodol o ddewis ieithyddol yr unigolyn ar system y tîm Diogelu'r Amgylchedd. • Cyflwynwyd y gwyn i Swyddfa Comisiynydd y Gymraeg. Cynhaliwyd Ymchwiliad a gosodwyd camau gweithredu i gyd-fynd ag achos arall o ran y Safonau Darparu Gwasanaethau. |
| 8. | Cwyn gan unigolyn ynglŷn â'r ffaith iddo dderbyn e-bost uniaith Saesneg o gyfeiriad BlueBadge@carmarthenshire.gov.uk | <ul style="list-style-type: none"> • Cyflwynwyd y gwyn gan Swyddfa Comisiynydd y Gymraeg. Cadarnhawyd y byddent yn ymchwilio i'r gwyn hon law yn llaw a'r gwyn isod o ran Tocynnau Teithio. |
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<p>Roedd yr e-bost yn ymwneud a chofrestru am fathodyn glas.</p>	<ul style="list-style-type: none"> • Mae'r Ymchwiliad yn parhau
<p>9. Cwyn gan unigolyn ynglŷn â'r ffaith iddo dderbyn llythyr uniaith Saesneg 'Concessionary Travel Pass' a ffurflen uniaith Saesneg 'Disabled Eligibility Assessment Form'</p>	<ul style="list-style-type: none"> • Cyflwynwyd y gwyn gan Swyddfa Comisiynydd y Gymraeg a penderfynwyd ymchwilio i'r achos. • Mae'r cyngor wedi darparu tystiolaeth ynglŷn a'r gwyn a'r camau a oedd mewn lle i gefnogi'r unigolyn • Mae'r Ymchwiliad yn parhau
<p>10. Cwyn gan unigolyn ymwneud â llythyr uniaith Saesneg a dderbyniwyd gan unigolyn drwy Llesiant Delta Wellbeing</p>	<ul style="list-style-type: none"> • Cyflwynwyd y gwyn gan Swyddfa Comisiynydd y Gymraeg a penderfynwyd ymchwilio i'r achos. • Dyfarnwyd bod y Cyngor wedi torri'r Safonau o ran darparu gwasanaethau a gofynnwyd i'r Cyngor gymryd camau pwrpasol er mwyn datrys hyn. • Yn dilyn derbyn yr adroddiad terfynol gan Swyddfa'r Comisiynydd, bydd y tîm Polisi a Phartneriaeth yn cydweithio gydag Llesiant Delta Wellbeing er mwyn cwblhau'r camau gweithredu

Trosolwg o Ddysgu Cymraeg a Dysgu trwy gyfrwng y Gymraeg

Ar y cyfan, rhoddodd y cyfnod clo fwy o gyfleoedd nag o rwystrau i ni ddatblygu sgiliau Cymraeg ein staff. Gyda'r gallu i ddarparu gymaint mwy ar-lein a'r ffaith bod staff oedd yn methu cyflawni eu gwaith arferol yn defnyddio'r amser i ddatblygu eu sgiliau, roedd yn galonogol iawn i weld y ffigurau eleni mor iach o safbwynt dysgu Cymraeg, gyda thraean yn fwy o'n staff yn ymrwmo i gynyddu eu sgiliau Cymraeg a mil yn fwy o staff yn dilyn cyrsiau eraill trwy gyfrwng y Gymraeg. Adlewyrchwyd ein gwaith caled yn hyn o beth gan wobr a ddyrannwyd i Gyngor Sir Gâr gan *Dysgu Cymraeg Ceredigion Powys Sir Gâr*, sef 'Cyflogwr Dysgu Cymraeg y flwyddyn', am y gefnogaeth a'r cyfleoedd rydyn yn cynnig ein staff i ddatblygu eu sgiliau iaith Gymraeg.

Dysgu Cymraeg:

Yn fras, mae ein staff yn mynychu un o'r tri math isod o gyrsiau ffurfiol:

- Cyrsiau traddodiadol, sef cyrsiau dysgu Cymraeg y gymuned gyda'r *Ganolfan Dysgu Cymraeg*
- Cyrsiau Cymraeg Gwaith a ariennir gan y llywodraeth drwy'r *Ganolfan Dysgu Cymraeg*
- *Say Something in Welsh*

Ac o fewn y mathau yma o gyrsiau, ceir nifer o gyfleoedd amrywiol ar bob lefel o 0-5 i weddu patrymau dysgu amrywiol, gyda rhai'n dysgu mewn gwersi wythnosol o 2 i 4 awr ac eraill yn ymrwmo i wythnos ddwys er enghraifft.

O dan yr amgylchiadau eleni, darparwyd pob cwrs ar-lein. Mae ein staff wedi ymdopi yn rhagorol ag yn nodi eu bod yn hoffi'r ffordd yma o ddysgu, er eu bod yn colli'r elfen o glywed yr iaith mewn amgylchedd gwaith. Mewn ymdrech i'w cefnogi gydag ymarfer y Gymraeg yn y gwaith, cynyddwyd y nifer o staff ar gael i fod yn fentoriaid.

Daeth cyfleoedd ar gyfer cyrsiau 'Gwella'ch Cymraeg' ar gael yn chwarter olaf y flwyddyn wrth i'r ddarpariaeth hon gael ei ddatblygu o fod yn gyrsiau traddodiadol preswyl i fod yn gyrsiau rhithiol.

Yn newydd eleni, darparwyd sesiwn i reolwyr ynghlwm wrth y rhaglen Cymraeg Gwaith. Cynhaliwyd sesiwn i egluro iddynt beth oedd yn ddisgwyliedig oddi wrth y staff yr oeddent yn eu rhyddhau i ddysgu ac hefyd sut y gallen nhw gefnogi'r staff hynny gyda'u hymdrechion. Nid ydy'r staff yma wedi eu cynnwys yn y ffigurau isod gan y byddant yn cael eu cynnwys y flwyddyn nesaf wrth iddynt gwblhau'r cwrs.

Dyma ffigyrau o'n staff sydd wedi cwblhau hyfforddiant Cymraeg 2020-2021:

Cwrs Dysgu Cymraeg	Y lefel y disgwylir ei gyrraedd ar ôl y cwrs	Nifer sydd wedi cwblhau
Croeso a Chroeso Nôl	Lefel 1	96
Cymraeg Dechreuwyr 1 -2 (mynediad)	Lefel 2	177
Cymraeg Sylfaenol	Lefel 3	9
Cymraeg Canolradd	Lefel 4	13
Gwella'ch Cymraeg (1 wythnos ddwys)		8
Say Something in Welsh	Lefel 1 Lefel 2	8 3
		314
Cyrsiau eraill		
Ymwybyddiaeth Iaith (Saesneg)		2251
Mentora		23
Eich staff - Cymraeg Gwaith		11
		2285

Dysgu trwy gyfrwng y Gymraeg:

Dyma'r ffigyrau cyrsiau'r Cyngor sydd wedi'u cwblhau drwy gyfrwng y Gymraeg drwy e-ddysgu.

Cadeirio Gwrandawriad Disgyblu	1
Croeso i Ymwybyddiaeth Iaith	278
Cyflwyniad i Gaffael	7
Datgelu Camarfer	94
Diogelu Data (GDPR)	189
Diogelu: Ymwybyddiaeth	19
Gwytnwch Personol	3
Hylendid Bwyd	23
Iechyd Meddwl Yn y Gweithle	108
Llawlyfr i Yrwyr	1
Safonau Ymddygiad yn y Gweithle	8
Trais yn erbyn menywod, cam-drin domestig a thrais rhywiol	363
Ymwybyddiaeth o Ofalwyr	26
	1120

Mae hefyd yn bwysig nodi nad yw cyrsiau cyffredinol eraill y Cyngor yn cael eu darparu yn uniaith Saesneg. Mae llawer o gyrtsiau yn cynnwys elfennau o Gymraeg ag yn rhoi cyfle i fynychwyr siarad Cymraeg. Mae Partneriaeth Datblygu Gweithlu Gofal Cymdeithasol er enghraifft, yn sicrhau bod eu holl adnoddau'n ddwyieithog, yn croesawi pawb yn ddwyieithog ag yn apwyntio hyfforddwyr Cymraeg fel bo angen.

O rhan hyfforddiant i'r aelodau, mae'r adnoddau'n ddwyieithog. Darparwyd rhai cyrsiau yn Gymraeg a rhai'n ddwyieithog, lle darparwyd rhan o'r sesiwn yn Gymraeg a rhan yn

Saesneg. Yn ogystal, ar draws Dysgu a datblygu, cynigwyd grwpiau trafodaeth Cymraeg i'n staff yn ystod ymarferion gweithdai.

Sgiliau iaith

Dyma'r data a oedd ar y system ar ddiwedd mis Mawrth 2020

	Nifer	Canran		Nifer	Canran
Dim Sgiliau Llafar	603	11%	Dim Sgiliau Ysgrifennu	1347	25%
Lefel 1 Llafar	1657	31%	Lefel 1 Ysgrifennu	1426	27%
Lefel 2 Llafar	856	16%	Lefel 2 Ysgrifennu	776	15%
Lefel 3 Llafar	614	12%	Lefel 3 Ysgrifennu	548	10%
Lefel 4 Llafar	520	10%	Lefel 4 Ysgrifennu	474	9%
Lefel 5 Llafar	1074	20%	Lefel 5 Ysgrifennu	730	14%
Cyfanswm	5324		Cyfanswm	5301	

Dyma ffigurau 2020-21:

	Nifer	Canran		Nifer	Canran
Dim Sgiliau Llafar	664	12%	Dim Sgiliau Ysgrifennu	1347	25%
Lefel 1 Llafar	1701	31%	Lefel 1 Ysgrifennu	1445	27%
Lefel 2 Llafar	859	15%	Lefel 2 Ysgrifennu	779	14%
Lefel 3 Llafar	637	11%	Lefel 3 Ysgrifennu	585	11%
Lefel 4 Llafar	545	10%	Lefel 4 Ysgrifennu	495	9%
Lefel 5 Llafar	1148	21%	Lefel 5 Ysgrifennu	792	14%
Cyfanswm	5554			5443	

Mae gennym y cofnod iaith uchod allan o 8604 o aelodau staff (2020-21). Fodd bynnag, mae'r ffigwr hwn yn cynnwys 2460 o staff mewn ysgolion nad oes gennym gofnod iaith ar eu cyfer.

Mae'r dudalen hon yn wag yn fwriadol

**GYFARFOD Y CABINET
13 MEDI 2021**

**ADRODDIAD MONITRO CYLLIDEB REFENIW Y CYNGOR
2020/2021**

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

Sicrhau bod y Cabinet yn derbyn yr adroddiad Monitro Cyllideb am 2020/21.

Y Rhesymau:

I ddatgan i'r Cabinet sefyllfa y gyllideb ar ddiwedd y flwyddyn 2020/21.

Ymgynghorwyd â'r pwyllgor craffu perthnasol: AMHERTHNASOL

Angen i'r Cabinet wneud penderfyniad OES

Angen i'r Cyngor wneud penderfyniad NAC OES

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

Cyng. David Jenkins

Y Gyfarwyddiaeth:

Gwasanaethau Corfforaethol

Enw Cyfarwyddwr y

Gwasanaeth:

Chris Moore

Awdur yr Adroddiad:

Randal Hemingway

Swyddi:

Cyfarwyddwr y

Gwasanaethau Corfforaethol

Pennaeth y Gwasanaethau

Ariannol

Rhif ffôn: 01267 224886

Cyfeiriadau E-bost:

CMoore@sirgar.gov.uk

Rhemingway@sirgar.gov.uk

EXECUTIVE SUMMARY
CABINET MEETING
13TH SEPTEMBER 2021

COUNCIL'S REVENUE BUDGET MONITORING REPORT
2021/2021

The revenue budget monitoring reports for the end of financial year 2020/21 are attached:

COUNCIL FUND REVENUE ACCOUNT (Appendix A)

The final outturn figures indicate an underspend for the year at departmental level of £1,434k. After taking account of the underspend on capital charges and the movement in Earmarked and Departmental reserves the net position for the Authority is a £814k underspend.

At a high level this is due to a combination of:

- substantial additional grant funding received from Welsh Government before year end, which also includes funding for schools of approximately £5m;
- additional COVID19 related costs and lost income being largely refunded under the Welsh Government hardship scheme;
- services paused or reduced due to lockdown measures and social distancing; and
- staffing vacancies, some of which it has not been appropriate to recruit during the year.

In ordinary circumstances, revenue budget underspends would be seen as favourable, however the details outlined in this report illustrate that this continues to impact front line service delivery as well as the unavoidable reduction/suspension of some preventative services. This, along with any continued delays to the delivery of savings presents a significant risk to future years budgets.

The full year forecast reflects the impact which includes known financial positions up to the point of writing. As such the forecast remains sensitive to any changes in final outturn positions and end of year grant allocations which are not yet finalised. In respect of COVID19 the current picture is:

Expenditure – the Authority has submitted a monthly hardship claim for additional costs. Some January and February items remain pending, and the March claim was not be submitted until mid-May, therefore income was accrued. The vast majority of items have been funded, though a small proportion are deemed ineligible – principally where it is deemed that the cost has arisen from a local discretion/decision rather than national policy or unavoidable cost.

Income – We submitted Quarter 4 (January-March) claim based on forecasts and subsequently submitted a final Quarter 4 (January – March) claim in mid-May. To date, lost income is being paid in full except where there is a clear local decision. There is still a residual impact from elements such as officer costs not chargeable to grants or capital schemes and school fundraising events cancelled.

Members should note that Council Tax collection was down on budgeted levels, though the reduction was able to be covered from the specific funding provided by WG. There remains a longer term risk over the recoverability of outstanding balances.

Chief Executive's Department

The Chief Executive Department has an underspend of £267k for the year. This is made up of overspends due to a reduction in anticipated income from Commercial property, livestock markets and provision markets, offset by a net underspend on Industrial Premises, underspends on Member expenses, staffing savings from vacant posts across the department along with savings on utilities costs associated with our administrative buildings.

Operational budgets

The Chief Executive's section has an underspend of £158k, primarily due to vacant posts and an underspend on supplies and services.

There is a £587k net overspend in the People Management section. This is primarily driven by the provision of £700k towards renewal of the Core HR/Payroll system, offset by a net underspend of £113k on recurrent budgets. This net underspend consists of £34k relating to a reduction in supplies and services costs along with a £63k underspend due to fewer DBS checks being undertaken. A shortfall in external income within Employee Wellbeing has been offset by vacant posts and a reduction in supplies & services in the section during the year (£42k). There was also a £41k underspend on the Social Care Workforce Development fund due to social distancing, as a result of COVID19, restricting the amount of training that was able to be undertaken. This is offset by a £67k overspend on various salary related costs and other small overspends.

The ICT & Corporate Policy section are reporting a £114k underspend largely due to part year vacant posts within the division, pending a team review.

Admin and Law are showing an underspend of £266k. Members expenses are underspent by £106k, there is additional income from Joint Committees and HRA of £58k along with a £102k saving on staff vacancies and supplies and services.

The Marketing and Media section have a £158k net underspend, made up of an overspend of £151k within Marketing and Media on salary costs, pending a staffing review within the whole division (2019/20 saving proposal), and also a loss of income streams from external partners such as ERW. Potential alternative income streams are currently being sought. This is offset by an underspend on staffing costs in the Customer Services Centres, Translation Unit and Yr Hwb. These will all form part of the divisional staffing review.

Statutory Services are reporting an underspend of £26k. This is made up of various small supplies and services underspends across the various cost centres within the division.

The Regeneration division has outturned at a £133k underspend for the year. This is made up of an overspend of £334k due to a loss of income on Livestock markets, provision markets and Commercial Properties, largely due to an overall reduction in occupancy levels. The renewable energy feed in tariff income is also reduced by £23k in the current year due to the inability to read meters under the current restrictions.

This is offset by savings in utilities costs due to staff working from home of £184k, along with additional high levels of income due to continued high occupancy rates within industrial units, despite the pandemic, also of £184k. There is also an additional saving of £17k on staffing costs due to a vacant post, maternity leave and officers not at the top of the grade during the year. The City Deal project is showing a £24k underspend for the year. Net Zero Carbon plan is reporting a £49k underspend due to a vacant post earlier in the year resulting in a delay in project expenditure. There were also a £13k saving on County Farms due to a reduction in Maintenance costs during the year.

Department for Communities

The Department for Communities is £393k overspent for the year. Mental Health budgets account for the majority of the overspend. However, there are significant variances in services for Older People, Physical Disabilities and Learning Disabilities though these are largely offset by reduced costs where service provision is reduced due to Covid restrictions, or additional funding. Social care teams have prioritised the safe delivery of key services, meaning that the department has been unable to progress many of the planned savings proposals.

Older People's budgets have an underspend of £18k. There are significant underspends due to the initial reduction of home care delivered in line with service user and families' wishes, reduced reablement activity and the closure of day services at the start of the pandemic. This is partially offset by the increase in cost of inhouse home care as additional staff hours were paid. The cost of both commissioned and local authority Residential Beds has decreased over the winter months as COVID19 outbreaks has sadly led to residents passing away and consequent impact on occupancy rates.

Physical Disabilities services are overspent by £13k. The budget variances across the range of services are due to alternative care provision in response to residential respite and community services restrictions.

In Learning Disability services, there is an overspend of £42k. The underspend on non-residential services is £3m. This is offset by overspends on Residential and Group Homes / Supported Living of £2.6m as the savings target of £1m was not deliverable during the pandemic.

The overspend in Mental Health of £738k is due to increased demand with the main budget pressure in Residential Beds.

Support Services are underspent by £173k largely due to staff vacancies in the Commissioning Team.

Leisure & Culture Services underspent by £32k. Whilst there has been a material reduction in income over the year, the recovery of lost income is being funded by Welsh Government. Council Funded Housing and Public Protection Services are £177k underspent. Core funded spend has been claimed via other funding (Transitional Homelessness Grant and TTP funding) resulting in underspend due to vacant posts.

Corporate Services

The Corporate Services Department is reporting a £433k underspend for the year.

Rent Allowances overpayment recovery has been postponed by DWP, leading to a reduction in overpayment recovery of £73k.

This is offset by reductions in pre LGR pension costs, training costs, additional one off grants from DWP for additional administration, reduced bank charges, along with staff vacancies across the department. There is also £30k of net additional income from services provided to MAWWFRS. Various reserves have been established from the departmental underspend to accommodate known, future budgetary pressures.

Department for Education and Children

The Department for Education and Children had an underspend of £883k for the year.

The main favourable budget variations are from staff vacancies, utilisation of additional grants and reduced travel costs across the department £762k. There are also fewer children taking up places in early years non-maintained settings £103k; part year moratorium on redundancy processes due to COVID19 £39k; reduced number of out of county placements within Children's Services £179k.

The school meals service incurred a net overspend of £44k, mainly due to minimal income from voluntary contributions to the care element of the breakfast clubs' as limited opening throughout the year.

Adoption services have a net £97k overspend which includes a specific one off family placement of £125k.

School Modernisation property decommissioning costs and maintenance of closed school buildings are £68k overspent.

Schools Delegated Budgets

Schools working budgets returned a net surplus position in year of £9.2m, largely driven by one off WG grants received since September and operational savings whilst the schools were closed during the first lockdown and pupils learnt from home during the second lockdown. Some of the forecasted surplus staffing costs due to redundancies not progressing were reduced by schools utilising the Accelerated Learning Programme grant for these teachers. This results in a net surplus on school reserves of £7m having brought forward a £2m net deficit as at April 2020.

The additional funding received in year was directed towards meeting learning recovery costs. As such it is one-off, temporary in nature and will not resolve pre-existing issues which need to be addressed either in individual schools budgets or whole system rationalisation.

Members should note that budgets do not include any significant additional COVID19 safety measures incurred for the safe reopening of schools – such costs have been retained centrally within departmental budgets.

Environment

The Environment department is reporting an underspend of £243k for the financial year, largely due to general underspends as a result of COVID19 restrictions, for example schools transport, and additional non-COVID19 related grant funding received from WG thereby displacing core budgets.

The Waste and Environmental Services division is showing an £18k underspend. The underachievement of income against budget on the Sustainable Drainage Approval service has resulted in a £74k overspend, and Cleansing is estimating a £35k deficit due to additional requirements. There is also an overspend of £99k due to reactive works at Trebeddrod Reservoir (capital scheme approved for 2021/22). This is offset by a net £226k underspend in other areas due mainly to a reduction in spend as a result of covid-restrictions but also includes a late grant received from WG and a vacant post.

Highways and Transportation are reporting a £81k overspend for the year. This is made up of a loss of income in parking services due to COVID19 restrictions which has only been partially recoverable from WG (£521k), £132k Invest to Save loan repayment netted-off against departmental underspend and £61k revenue contribution to capital schemes actioned at year-end. These are offset by additional income generated within the division consisting of £61k for section 38 agreements & Streetworks, £78k for Traffic regulation orders and £33k for Civil Design. There is also a short-term saving on school transport costs of £340k due to reduced operating days (75% payment during non-operational days), and a £54k underspend on public rights of way due to COVID19 restrictions. Other areas reporting small underspends due to COVID19 restrictions are traffic management, Road safety, and Technical Surveys (£67k)

The Planning Division is showing a £138k overspend for the year, largely accounted for by a reduction in income. It remains unclear the extent to which applications are reduced versus merely delayed. This income is partially offset by savings due to part time vacancies and maternity leave.

The Property Division is reporting a £391k underspend. Increased income from Property Maintenance reflecting additional work undertaken during the year in particular on empty properties is offset by a reduction in work in other areas due to COVID19 restrictions. This service operates on a cost recovery model, therefore the budget is highly sensitive to the effects of sickness absence, shielding and productivity changes.

The Business Support division was underspent by £52k largely due to temporarily vacant posts during the year.

HOUSING REVENUE ACCOUNT (Appendix B)

The HRA is reporting an underspend of £3,603k for 2020/21.

Repairs and Maintenance is underspent by £1,752k mainly due to underspends on Minor Works (£2,259k), Drains, Sewers & Grounds (£37k), servicing (£212k) and overspends on Responsive (£435k) and voids (£321k). This is a result of a general reduction in demand due to COVID19, with only emergency and legislative servicing being undertaken for significant periods.

Supervision & Management costs are underspent by £1,598k mainly due to staff vacancies/training (£1,170k), transport costs (£49k) due to reduced visits, supplies and services (£3k) and recharge income (£391k) reduced recharge from building services less officers costs not capitalised on projects including Ty Isha and reduced decants offset by spend on premises cost (£15k) due to work restrictions. Provision for bad debts is overspent by £4k. Capital financing charges are £842k less than budgeted due to a reduction in previously forecast interest rates and an underspend on the capital programme. Also reducing call on Direct Revenue Financing by £144k.

Income (inclusive of rents) is under target by £721k. This is made up predominantly of less than budgeted rental/service charge income of £965k primarily due to void loss, investment returns on cash balances £102k. More grant has been received than anticipated of £232k primarily Affordable Housing Grant from Welsh Government, more insurance income through settled claims £74k and other increased income of £40k.

Lists of the main variances are attached to this report.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report:						
Signed: Chris Moore			Director of Corporate Services			
Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	NONE
3. Finance Council Fund The final outturn figures indicate an underspend for the year at departmental level of £1,434k. After taking account of the underspend on capital charges and the movement in Earmarked and Departmental reserves, the net position for the Authority is an underspend of £814k. HRA The HRA reported an underspend of £3,603k for 2020/21.						

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below		
Signed: Chris Moore		Director of Corporate Services
1. Scrutiny Committee – Not applicable 2. Local Member(s) – Not applicable 3. Community / Town Council – Not applicable 4. Relevant Partners – Not applicable 5. Staff Side Representatives and other Organisations – Not applicable		
CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED NO	Include any observations here	
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
2020/21 Budget		Corporate Services Department, County Hall, Carmarthen

REPORT OF THE DIRECTOR OF CORPORATE SERVICES

CABINET 13TH SEPTEMBER 2021

COUNCIL'S BUDGET MONITORING REPORT 2020/21

Director and Designation	Author & Designation	Telephone No	Directorate
C Moore, Director of Corporate Services	R Hemingway, Head of Financial Services	01267 224886	Corporate Services

Table 1

Actual for the year to 31st March 2021

Department	Working Budget				Actual				EOY Actual Variance for Year £'000	Feb 21 Forecasted Variance for Year £'000
	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Chief Executive	31,858	-12,420	-4,862	14,575	33,260	-14,090	-4,862	14,308	-267	-376
Communities	154,670	-63,617	19,316	110,369	181,576	-90,130	19,316	110,762	393	413
Corporate Services	81,926	-51,327	-3,637	26,962	76,821	-46,656	-3,637	26,528	-433	-294
Education & Children (incl. Schools)	190,130	-38,397	29,660	181,392	207,310	-56,461	29,660	180,509	-883	-1,296
Environment	130,643	-86,649	16,898	60,892	134,580	-90,829	16,898	60,649	-243	-320
Departmental Expenditure	589,226	-252,410	57,374	394,190	633,548	-298,165	57,374	392,756	-1,434	-1,872
Capital Charges/Interest/Corporate				-14,084				-16,043	-1,959	-1,700
Reserve funding for economic recovery				0				0	0	450
Pension reserve adjustment & accumulated leave				-19,052				-19,052	0	0
Levies and Contributions:										
Brecon Beacons National Park				138				138	0	0
Mid & West Wales Fire & Rescue Authority				10,400				10,400	0	0
Net Expenditure				371,593				368,199	-3,393	-3,122
Transfer to / from General Balances				0				814	814	0
Transfer to / from Earmarked Reserves				0				1,666	1,666	0
Transfers to/from Departmental Reserves										
- Chief Executive				0				134	134	188
- Corporate Services				0				217	217	147
- Education & Children (incl Schools)				0				442	442	648
- Environment				0				121	121	160
Net Budget				371,593				371,593	0	-1,980

**Chief Executive Department
Budget Monitoring - Actual 2020/21**

CABINET 13TH SEPTEMBER 2021

Division	Working Budget				Actual				EOY Actual Variance for Year £'000	Feb 21 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	868	0	-755	112	941	-232	-755	-45	-158	-156
People Management	4,437	-1,489	-2,113	834	5,669	-2,135	-2,113	1,421	587	617
ICT & Corporate Policy	5,925	-1,022	-4,527	375	6,506	-1,717	-4,527	262	-114	-185
Admin and Law	4,319	-823	1,003	4,499	4,111	-881	1,003	4,233	-266	-226
Marketing & Media	2,826	-805	-1,168	853	2,465	-602	-1,168	695	-158	-121
Statutory Services	1,276	-303	367	1,339	1,516	-569	367	1,314	-26	-188
Regeneration	12,208	-7,978	2,332	6,562	12,052	-7,955	2,332	6,429	-133	-117
GRAND TOTAL	31,858	-12,420	-4,862	14,575	33,260	-14,090	-4,862	14,308	-267	-376

Chief Executive Department - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Chief Executive							
Chief Executive-Chief Officer	260	0	201	0	-59	Savings on supplies and services.	-59
Chief Executive Business Support Unit	608	0	740	-232	-99	3 vacant posts - not filled in this financial year.	-97
People Management							
SCWDP	657	-417	608	-410	-41	Not all training was able to be delivered due to COVID19 restrictions	0
Business & Projects Support	275	0	241	-0	-34	Savings on supplies and services	-38
People Services – HR	1,067	-253	1,774	-247	712	£700k set aside from overall departmental underspend to fund future HR/Payroll system development	699
Employee Well-being	756	-333	678	-297	-42	Shortfall in external income generated (£41k) offset by savings due to vacant posts and reduced expenditure on supplies and services during the year (£83k)	-44
Organisational Development	509	-10	526	-10	17	Reduced draw down from reserve due to overall departmental underspend.	2
Employee Services – HR/Payroll Support	130	0	164	-1	32	£24k graduate not funded, 2 x employees regraded with no funding £8k	31
DBS Checks	124	0	65	-4	-63	Review of DBS checks process and budget to be undertaken.	-44
Other variances					4		10
ICT & Corporate Policy							
Information Technology	4,796	-881	5,327	-1,437	-26	Vacant posts during year	-0
Welsh Language	165	-10	108	-10	-57	Vacant post not filled due to team review being undertaken. Delayed due to COVID19 but due to be completed early 2021/22.	-57
Chief Executive-Policy	848	-30	819	-27	-26	Vacant posts during year	-123
Other variances					-5		-5
Admin and Law							
Democratic Services	1,850	-260	1,747	-295	-139	Underspend on Members pay & travelling costs along with an additional £33k income for work undertaken for the Housing Revenue Account.	-137
Democratic Services - Support	494	0	463	-33	-64	Additional income for work undertaken for the Wales Pension Partnership (£20k), ERW (£5k); £39k supplies and Services underspend;	-53
Civic Ceremonial	23	0	13	0	-10	Less civic ceremonial events taking place due to COVID19.	-11
Land Charges	130	-300	77	-234	12	A general reduction in search fee income in line with the trend in recent years.(£68k) This is net of the £20k received from WG for income lost specifically due to COVID19. This income shortfall is partially offset by savings on a vacant post and reduction in supplies and services and legal costs of £56k.	14
Legal Services	1,777	-263	1,761	-295	-48	2 FTE vacant posts during the year.	-14

Updated 12/21

Chief Executive Department - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY	Notes	Feb 21
	Expenditure	Income	Expenditure	Income	Actual Variance for Year		Forecasted for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Central Mailing	44	0	37	-11	-17	Underspend on Leasing costs	-24
Marketing & Media							
Marketing and Media	501	-285	473	-107	151	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k). Looking at alternative potential partnership arrangements.	149
Translation	552	-51	436	-55	-121	£20k saving down to staff reducing their hours, £18k on a vacant post, £21k underspend as a result of maternity leave and £13k saving on staff at a lower point on the salary scale than budgeted. Further £49k savings on supplies and services.	-108
Customer Services Centres	1,112	-346	1,033	-347	-80	2.5 FTE vacant posts for most of the financial year. In the process of being filled.	-68
Yr Hwb, Rhydaman a Llanelli	190	-92	53	-48	-94	Three vacant posts pending divisional realignment offset in part by less income anticipated as a result of COVID19. NNDR relief due to COVID19 of £20k.	-94
Events	48	-26	34	-22	-10		-0
Other variances					-5		0
Statutory Services							
Registration Of Electors	166	-2	227	-76	-13		0
Other variances					-13		-188
Regeneration & Property							
City Deal	24	0	74	-74	-24		-0
Property	1,241	-67	1,173	-16	-17	Part year vacant post	-41
Commercial Properties	54	-582	96	-512	112	General loss of income due to properties becoming vacant and no immediate prospect of re-letting.	104
Provision Markets	648	-651	616	-561	58	Ongoing reduction in Lettings income due to market forces impacting rates achievable. This has been exaggerated by the COVID19 situation and subsequent loss of casual lettings continued to the end of the financial year.	87
Renewable Energy Fund	0	-51	0	-28	23	Feed in tariff income lower than anticipated as cannot read meters due to current COVID19 restrictions.	25
Net Zero Carbon Plan	125	0	76	0	-49	Post vacant during early part of year (£6k) resulting in a delay in project expenditure of £43k.	-60
Administrative Buildings	3,253	-771	3,135	-837	-184	Savings on Utilities due to working from home along with a one off NNDR rebate of £55k	-230

Chief Executive Department - Budget Monitoring - Actual 2020/21
Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY	Notes	Feb 21
	Expenditure	Income	Expenditure	Income	Actual Variance for Year		Forecasted for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Industrial Premises	711	-1,520	673	-1,666	-184	Large reduction in premises related expenditure as anticipated highways work of £30k, signage works of £10k and various other works will not take place in the year due to COVID19. Occupancy levels are still high despite the pandemic, and far fewer hardship claims for rent holidays in quarter 2 materialised than was originally anticipated.	-153
County Farms	108	-335	61	-300	-13	Less Repairs & Maintenance undertaken than budgeted	-5
Livestock Markets	67	-209	57	-36	163	Anticipated shortfall in income collected at Nant Y Ci Mart	165
Other variances					-20		-9
Grand Total					-267		-376

Department for Communities
Budget Monitoring - Actual 2020/21

CABINET 13TH SEPTEMBER 2021

Division	Working Budget				Actual				EOY Actual Variance for Year £'000	Feb 21 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	63,734	-23,663	5,982	46,052	74,522	-34,470	5,982	46,034	-18	-591
Physical Disabilities	8,434	-1,858	385	6,961	8,895	-2,305	385	6,974	13	507
Learning Disabilities	41,044	-10,584	2,050	32,510	41,693	-11,190	2,050	32,552	42	317
Mental Health	9,877	-4,030	431	6,279	10,553	-3,968	431	7,016	738	403
Support	3,043	-5,486	1,861	-582	12,020	-14,636	1,861	-754	-173	-5
Homes & Safer Communities										
Public Protection	3,214	-1,094	979	3,100	4,387	-2,373	979	2,993	-106	-69
Council Fund Housing	9,140	-7,972	715	1,883	12,839	-11,742	715	1,812	-71	-149
Leisure & Recreation										
Leisure & Recreation	16,184	-8,930	6,913	14,167	16,667	-9,446	6,913	14,134	-32	-0
GRAND TOTAL	154,670	-63,617	19,316	110,369	181,576	-90,130	19,316	110,762	393	413

Department for Communities - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Adult Services							
Older People							
Older People - Commissioning	3,832	-626	3,997	-895	-104	Care Management Teams - underspends re staffing, due to vacancy factor linked to gaps in recruitment process. No difficulty in filling substantive vacancies	-44
Older People - Extra Care	810	0	869	0	60	Cwm Aur contract - savings proposals in previous years only partially delivered	68
Older People - LA Home Care	7,858	0	9,226	-783	585	Additional staff costs (enhanced rates and additional hours) £1.1m; additional travelling costs £110k; additional ICT costs £103k offset by additional income from Hardship Fund (claimable at £1 an hour for ever hour delivered) -£590k and other funding streams e.g. Supporting People & Winter Pressures -£191k	-48
Older People - Private Home Care	8,616	-2,935	12,716	-7,174	-139	Flat rate fee uplift of £1 an hour for hours delivered paid to provider £987k; market stability payments made in Spring 2020 £92k - all fully funded by Hardship Fund claim Demand for packages decreased sharply in April / May 2020 but has risen to pre-pandemic levels by the end of the financial year. Additional costs incurred as an alternative to Day Services or Residential Care have been funded through the Hardship Fund: £797k for short term replacement care ; £1.6m for large packages of care (over 22 hours a week) Additional support was commissioned via block contract and funded by Winter Pressures £275k, ICF Dementia £256k and West Wales Surge funding £197k via Regional funding streams administered by Hywel Dda	-241
Older People - SSMSS	631	-189	543	-208	-108	Regional funding awarded to contribute to senior managers working on ICF & Transformation Fund	-1
Older People - Enablement	1,908	-444	1,827	-563	-201	£70k underspend on staff costs and additional income from Hardship Fund £54k and Health partnership £64k	-0
Older People - Day Services	828	-81	840	-36	57	Previous years savings proposals relating to reduced premises costs not delivered, offset by reducing in running costs in current year	31
Older People - Private Day Services	225	0	13	0	-212	Reduced provision of day services due to COVID19 restrictions	-212
Older People - Other variances					42		-144

Department for Communities - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Physical Disabilities							
Phys Dis - Commissioning & OT Services	741	-302	618	-254	-75	Senior Practitioner Grade K - £16k postholder started in July therefore post vacant April - June; £34k postholder left June therefore post vacant July - February. Occupational Therapy Assistant Grade F £5k postholder started in late May therefore post vacant at start of year for 7 weeks. Therapy Support Workers Grade D £16k, Travelling £8k. These temporary vacancies have created the underspend this financial year, but now the posts are filled we are confident that we will spend closer to budget next year, as long as further vacancies do not emerge.	-120
Phys Dis - Private/Vol Homes	1,699	-300	1,394	-196	-202	Demand led - Reduced use of residential respite care due to COVID19	-210
Phys Dis - Group Homes/Supported Living	1,211	-167	1,262	0	217	Significant changes over recent years as packages reassessed following the transfer of Welsh Independent Living Fund into Revenue Support Grant. Primarily affected Physical Disabilities and Learning Disability clients for Direct Payments, Day Services and Community Support.	261
Phys Dis - Community Support	198	0	116	-1	-84	Reduction in provision of community based services due to COVID19 restrictions	-82
Phys Dis - Private Home Care	335	-88	554	-181	126	Flat rate fee uplift of £1 an hour for hours delivered paid to provider £37k funded by Hardship Fund. Additional costs incurred as an alternative to Day Services or Residential Care have been funded through the Hardship Fund: £43k for short term replacement care; £22k for large packages of care (over 22 hours a week). Demand increased as an alternative to other forms of provision	0
Phys Dis - Aids & Equipment	863	-424	1,293	-1,068	-214	Budget set aside for contribution to CICES (Carmarthenshire Integrated Community Equipment Store) not used as regional funding and Hardship Fund available to support increased spend on equipment	-27
Phys Dis - Direct Payments	3,154	-577	3,448	-603	268	Demand for Direct Payments increasing as a consequence of fewer alternatives during COVID19 restrictions e.g. community support and respite	702
Phys Dis - Other variances					-24		-16

Department for Communities - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Learning Disabilities							
Learn Dis - Employment & Training	1,795	-179	1,688	-126	-54	Loss of income received and staff vacancies. Reduced premises and running costs as building based provision is reduced due to social distancing regulations and alternatives provided.	-180
Learn Dis - Commissioning	986	0	914	-1	-73	Staff vacancies and travelling	-73
Learn Dis - Private/Vol Homes	11,712	-4,137	13,340	-4,042	1,724	Pressure remains on this budget as alternative provision is unavailable due to COVID19 restrictions. Timelines for achieving savings have slipped as many of the initiatives require face to face contact with service users and providers.	1,402
Learn Dis - Direct Payments	3,885	-547	4,329	-441	551	Direct Payments increasing due to demand	635
Learn Dis - Group Homes/Supported Living	10,340	-1,791	11,901	-2,440	912	Rightsizing in Supported Living ongoing but delayed due to COVID19. Accommodation and Efficiency project plans for strategic longer term future accommodation options as well as current client group has experienced delays due to COVID19.	605
Learn Dis - Local Authority Day Services	2,517	-360	2,264	-233	-125	Loss of income received, staff vacancies and client taxis not used. Reduced premises and running costs as building based provision is reduced due to social distancing regulations and alternatives provided.	-190
Learn Dis - Private Day Services	1,151	-80	454	-216	-832	Day Services significantly reduced. Where care has been reassessed and alternative has been provided, the additional cost is shown as an overspend in that budget.	-906
Learn Dis - Community Support	3,439	-158	1,944	-363	-1,701	Community Services provision greatly reduced from March 2020. Underspend increase at year end includes additional WG hardship financial support.	-762
Learn Dis - Grants	361	0	258	0	-104	Various grants underspent or not being paid	-89
Learn Dis - Adult Placement/Shared Lives	3,113	-2,198	2,679	-2,064	-300	Staff vacancies and reduced payments for day services support	-113
Learn Dis/M Health - SSMSS	-154	-47	-47	-54	100	Savings proposals from previous years unable to be delivered	20
Learn Dis - Other variances					-55		-33
Mental Health							
M Health - Commissioning	1,004	-81	1,161	-110	129	Cost of provision of Standby services	0
M Health - Private/Vol Homes	6,274	-3,230	6,404	-2,916	443	Pressure remains on this budget as alternative provision is unavailable due to COVID19 restrictions. Timelines for achieving savings have slipped as many of the initiatives require face to face contact with service users and providers.	393
M Health - Group Homes/Supported Living	1,283	-406	1,523	-447	199	Rightsizing in Supported Living ongoing but delayed due to COVID19. Accommodation and Efficiency project plans for strategic longer term future accommodation options as well as current client group has experienced delays due to COVID19.	23

Department for Communities - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year	Notes	Feb 21 Forecasted Variance for Year
	Expenditure	Income	Expenditure	Income			
	£'000	£'000	£'000	£'000	£'000		£'000
M Health - Direct Payments	149	-43	201	-16	79	Direct Payments increasing due to demand	37
M Health - Community Support	557	-74	445	-69	-108	No payment to Hafal Dom care grant scheme	-43
M Health - Other variances					-5		-7
Support							
Adult Safeguarding & Commissioning Team	1,513	-97	1,391	-201	-226	Staff vacancies	-12
Other Variances - Support					53		7
Homes & Safer Communities							
Public Protection							
PP Management support	102	-8	86	-14	-22	Underspend on postages and photocopying recharges.	-22
PP Business Support unit	151	0	119	0	-32	Vacant posts.	-32
Noise Control	214	0	202	-4	-16	Vacant Post.	-37
Air Pollution	126	-35	102	-22	-10	Vacant Post.	15
Other Pollution	28	0	0	0	-27	Vacant Post.	-0
Animal Welfare	82	-83	71	-44	29	Underachievement of licensing income.	28
Diseases Of Animals	50	-39	49	-21	18	Underachievement of income from other Authorities.	9
Animal Safety	158	0	104	-4	-58	Vacant posts.	-57
Public Health Services Management	109	-110	129	-114	16	Overspend on training due to legal developments during pandemic.	-3
Licensing	350	-330	367	-314	33	Underachievement of licensing income.	55
Food Safety & Communicable Diseases	494	-38	399	-80	-137	Staff redeployed to Infection Control Team - WG funded. Recruitment process has failed to deliver suitable candidates. COVID19 restrictions have limited sampling work expenditure. Discussions taking place in terms of future roles required	-124
Trading Standards Services Management	89	-38	169	-91	28	Overspend on fees.	18
Fair Trading	146	-65	148	-37	30	Underachievement of fees and costs recoverable due to Court closures.	30
Infection Prevention Control	0	0	1,169	-1,119	50	Residual costs of TTP project which could not be reclaimed under grant e.g. where there was no backfill of posts for part of year.	0
Other Variances					-7		53
Council Fund Housing							
Supporting People Providers	6,495	-6,495	6,597	-6,561	35	WG clawback from payments for 2019/20	0
Home Improvement (Non HRA)	709	-300	603	-329	-135	Vacant Posts.	-70

Department for Communities - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Landlord Incentive	13	-10	37	-11	24	Overspend on premises maintenance due to a number of additional properties that have been added to the portfolio and resultant additional repair costs.	21
Homelessness	160	-67	110	-67	-50	Transitional Homelessness Grant paid for some budgeted expenditure where eligible.	-51
Temporary Accommodation	502	-108	1,909	-1,487	28	Overspend on Provision for bad debt, due to increased pressure on service and build-up of arrears from tenants.	-52
Social Lettings Agency	797	-802	796	-763	38	Overspend on premises maintenance due to a number of additional properties having been added to the portfolio and resultant additional repair costs.	16
Other Variances					-10		-12
Leisure & Recreation							
Millennium Coastal Park	254	-110	238	-138	-45	In year staff vacancies	5
Burry Port Harbour	23	-142	60	-96	84	Full year budgeted income for 2 FTE recharge to Burry Port Marine not realised as staff TUPE'd early in 2020/21	8
Pembrey Ski Slope	415	-411	383	-392	-14	In year staff vacancies	8
Newcastle Emlyn Sports Centre	310	-155	285	-150	-19	Casual employee budget not fully utilised as the result of enforced in year site closure due to COVID19	37
Carmarthen Leisure Centre	1,717	-1,751	1,688	-1,674	47	£351k savings on casual employee budgets and in year vacancies offset by £265k capital and £150k reserve contributions	-55
Llandovery Swimming Pool	221	-104	231	-99	15	Contribution to capital expenditure	5
Actif Communities	292	-45	317	-47	23	Purchase of equipment to support community activity brought forward in light of enforced site closures	4
Actif health, fitness and dryside	87	-15	113	-25	16	Additional employee costs - enlisted to support externally funded projects to devise on-line content as unable to deliver as normal due to COVID19 restrictions	6
Sport & Leisure General	744	-46	845	-38	108	Includes £183k purchase of planned new fitness equipment - offset by £43k in year staff vacancies and numerous smaller expenditure savings	80
PEN RHOS 3G PITCH	22	-35	17	-42	-13	NNDR/Utility savings due to in year site closure	-12
Llanelli Leisure Centre	1,390	-1,145	1,305	-1,074	-14	£167k savings on casual employee budgets and in year vacancies along with numerous smaller expenditure savings £19k offset by £200k reserve contribution	-6
Cedcae Sports Hall	36	-13	30	-27	-19	Numerous small underspends due to in year site closure	-9
ESD Rev Grant - Ynys Dawela	43	-43	21	0	21	Budgeted external grant did not materialise	21
Outdoor Recreation - Staffing costs	152	0	245	-62	30	Redundancy costs £42k offset by a number of small expenditure savings	-4
Pembrey Country Park	816	-842	1,013	-1,058	-19	In year staff vacancies £106k, utilities £13k, refuse £9k offset by early repayment of Development loan £109k	95
Llyn Lech Owain Country Park	106	-33	95	-38	-16	£6k catering income from new in year concession plus a number of small expenditure savings	-2

Department for Communities - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year	Notes	Feb 21 Forecasted Variance for Year
	Expenditure	Income	Expenditure	Income			
	£'000	£'000	£'000	£'000	£'000		£'000
Pembrey Country Park Restaurant	418	-335	288	-243	-39	In year staff vacancies	-16
Ammanford Library	295	-13	228	-7	-61	In year staff vacancies	-7
Llanelli Library	492	-28	438	-4	-30	In year staff vacancies	8
Community Libraries	242	-7	220	-4	-18	Numerous small expenditure savings across all community libraries due to in year site closures	9
Mobile Library	124	0	115	0	-10	Part year vacancy	-10
Kidwelly Tinplate Museum	19	0	-1	0	-21	Full year vacancy due to site closure	-19
Museum of speed, Pendine	73	-25	58	0	10	Site closed in 2020/21 due to building work	9
Museums General	151	0	231	-63	17	Unable to fully achieve vacancy factor	-0
Archives General	137	-2	224	-20	69	Includes a reserve contribution for the estimated cost of returning Archive collection from storage £80k	69
Arts General	25	0	0	0	-25	Vacant post being held pending restructure	-25
St Clears Craft Centre	163	-99	99	-60	-25	Year end vacancies	-14
Laugharne Boathouse	161	-112	155	-130	-25	Numerous small underspends due to in year site closure	-27
Lyric Theatre	439	-286	204	-24	27	Unable to recover loss of income £262k offset by Performance fee savings £184, in year vacancies £36k and catering costs £15k. Overall Lyric overspend offset by underspend in Entertainment General cost centre below	-0
Y Ffwrnes	928	-502	553	-20	108	Unable to recover loss of income £482k offset by Performance fee savings £178k, in year vacancies £110k, catering costs £44k and utilities £42k. Overall Ffwrnes overspend offset by underspend in Entertainment General cost centre below	-0
Ammanford Miners Theatre	88	-19	50	0	-19	in year vacancies £12k, catering costs £3k and utilities £3k	-0
Entertainment Centres General	444	-62	587	-403	-199	Successful Cultural Fund, Resilience Fund and Furlough claims resulted in a net positive income to budget of £341k along with expenditure savings of £106k due to full year site closures, partly offset with a £249k reserve contribution	-213
Oriel Myrddin CCC	113	0	124	0	11	Backdated NNDR bills re: 26/27 King Street	11
Motor Sports Centre - Pembrey	0	-96	0	-124	-28	Backdated rent increase not budgeted	0
Attractor - Museum	0	0	15	0	15	Communications infrastructure costs for the Pendine Attractor not budgeted	21
Leisure Management	389	0	400	-1	10	Contribution to capital expenditure £52k offset by in year vacancy £26k and a number of smaller expenditure savings £16k	-35
Other Variance - Leisure & Recreation					10		57
Grand Total					393		413

**Corporate Services Department
Budget Monitoring - Actual 2020/21**

CABINET 13TH SEPTEMBER 2021

Division	Working Budget				Actual				EOY Actual Variance for Year £'000	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Financial Services	4,735	-2,253	-2,009	473	4,545	-2,208	-2,009	327	-146	-220
Revenues & Financial Compliance	4,793	-1,723	-1,983	1,087	4,098	-1,802	-1,983	313	-774	-626
Other Services	72,398	-47,351	355	25,402	68,178	-42,645	355	25,888	486	553
GRAND TOTAL	81,926	-51,327	-3,637	26,962	76,821	-46,656	-3,637	26,528	-433	-294

Corporate Services Department - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Financial Services							
Corporate Services Management Team	485	-117	519	-182	-30	Additional income generated from Fire Authority SLA.	-30
Accountancy	1,697	-459	1,671	-454	-20	Vacant posts not likely to be filled in the short term. A few staff members currently being paid at the lower points of the scale whilst budgeted at the top.	-90
Treasury and Pension Investment Section	258	-191	225	-207	-50	£25k additional income for work undertaken for the Wales Pension Partnership; £25k - part year staff vacancy and three staff members currently at lower points of the salary scale but budgeted at top of scale.	-49
Grants and Technical	319	-109	236	-55	-28	2 vacant posts during the year. Both filled for 2021/22.	-30
Payments	531	-76	502	-73	-26	Net £18k part year vacant posts and £8k savings on supplies and services	-29
Other variances					8		7
Revenues & Financial Compliance							
Procurement	548	-34	507	-35	-41	Net effect of 1 vacancy not being filled offset by additional staff costs	-41
Audit	482	-19	392	-36	-108	Vacant posts during the year.	-105
Risk Management	148	-0	160	-0	12	Temporary additional secondment into team	12
Corporate Services Training	59	0	10	-0	-49	Under utilisation of budget due to current working practices	-49
Local Taxation	939	-741	805	-847	-240	A shortfall of £274k in debts recovered through the courts due to COVID19 has been reimbursed by WG. £120k underspend due to vacant posts during the year, along with an underspend due to savings on supplies and services. Council Tax costs recovered were £50k more than anticipated in February.	-140
Housing Benefits Admin	1,639	-752	1,297	-754	-344	A few posts have been vacant during the year. A large number of staff members are also currently on lower points of the salary scale but budgeted at the top of scale. Additional one off grants from DWP for additional burdens contributed a net £140k of the underspend.	-297
Other variances					-5		-5

Corporate Services Department - Budget Monitoring - Actual 2020/21
Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY	Notes	Feb 21
	Expenditure	Income	Expenditure	Income	Actual Variance for Year		Forecasted for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Other Services							
Audit Fees	316	-92	281	-92	-35	A proportion of audit fees chargeable directly to grants	-28
Bank Charges	67	0	1	0	-66	One off refund in year of £43k as well as a general reduction in bank charges.	-79
Council Tax Reduction Scheme	16,511	0	17,010	-713	-214	Significant increase in caseload as a result of COVID19. Contribution from WG (£713k) has offset the effect of the additional costs.	-188
Rent Allowances	46,923	-47,140	40,782	-40,926	73	DWP who recover elements of overpayments on our behalf, have not actively been collecting overpayments during COVID19. They will continue pursuing the collection of overpayments again from 2021/22.	148
Miscellaneous Services	8,580	-120	10,104	-915	729	Departmental underspends used to create/ increase reserves to accommodate known future budgetary pressures	700
Grand Total					-433		-294

Department for Education & Children
Budget Monitoring - Actual 2020/21

CABINET 13TH SEPTEMBER 2021

Division	Working Budget				Actual				EOY Actual Variance for Year £'000	Feb 21 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		
Schools Delegated Budgets	133,415	-14,728	0	118,687	147,554	-28,866	0	118,687	0	0
Director & Strategic Management	1,225	0	31	1,256	1,234	-10	31	1,254	-2	17
Education Services Division	8,313	-3,770	19,575	24,117	7,160	-2,786	19,575	23,949	-169	-168
Access to Education	9,203	-6,201	3,170	6,172	11,073	-7,950	3,170	6,293	121	90
School Improvement	3,796	-1,774	745	2,766	3,284	-1,405	745	2,624	-142	-150
Curriculum & Wellbeing	8,932	-5,054	1,436	5,314	8,625	-4,822	1,436	5,238	-75	-129
Children's Services	25,246	-6,869	4,703	23,080	27,332	-9,571	4,703	22,463	-617	-955
Additional resources for reopening of schools	0	0	0	0	1,049	-1,049	0	0	0	0
TOTAL excluding schools	56,714	-23,669	29,660	62,705	59,756	-27,594	29,660	61,822	-883	-1,296
GRAND TOTAL	190,130	-38,397	29,660	181,392	207,310	-56,461	29,660	180,509	-883	-1,296

Department for Education & Children - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Schools Delegated Budgets							
Primary Schools	69,767	-8,545	76,850	-15,629	0		0
Secondary Schools	59,516	-6,142	66,430	-13,057	0	School balances are carried forward to 2021/22 in accordance with legislation	0
Special Schools	4,132	-40	4,273	-181	0		0
Director & Strategic Management							
Other variances					-2		17
Education Services Division							
School Redundancy & EVR	2,017	0	1,978	0	-39	Part year moratorium on redundancy processes due to COVID19	-129
Early Years Non-Maintained Provision	1,776	-1,409	963	-699	-103	Fewer children taking up places in non-maintained settings	-134
Other variances					-26		95
Access to Education							
School Modernisation	262	-1	368	-38	68	Premises costs relating to closed schools	67
School Meals & Primary Free Breakfast Services	8,586	-6,116	10,421	-7,907	44	Income target not achieved for breakfast care element due to COVID19 closures	62
Other variances					9		-40
School Improvement							
School Effectiveness Support Services	280	-43	214	-40	-63	Delayed recruitment to school support due to COVID19	-71
National Model for School Improvement	1,174	-60	1,063	-29	-80	Reduced travelling due to COVID19 and maximising Education Improvement Grant to release core budget	-79
Other variances					1		0
Curriculum and Wellbeing							
Music Services for Schools	1,038	-737	1,091	-739	50	Delay with staff restructuring which was further affected by COVID19	48
Youth Offending & Prevention Service	1,975	-1,111	1,886	-1,122	-100	Reduced travelling, part year vacant posts and maximising grants to release core budget	-118
Other variances					-26		-58

Department for Education & Children - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Children's Services							
Fostering Services & Support	3,941	0	3,919	-58	-80	Part year vacant posts and maximisation of grant income	-73
Adoption Services	532	0	1,110	-481	97	One off payment for adoption of sibling group £125k, partially offset by maximising grant income in other areas of the service	96
Out of County Placements (CS)	670	0	522	-31	-179	Reduction in Out of County placements and no current remand placements	-219
Childcare	1,453	-897	1,390	-905	-71	Additional in year grants awarded from Welsh Government supporting priorities the service had already identified and had staff working on	-120
Short Breaks and Direct Payments	535	0	731	-298	-102	Additional in year grants awarded from Welsh Government supporting priorities the service had already identified	-113
Family Aide Services	172	0	323	-185	-34	Part year vacant posts and maximisation of grant income	-57
Other Family Services incl Young Carers and ASD	588	-348	689	-493	-44	Part year vacant post (post filled from mid January) and maximisation of grant income	-57
Out of Hours Service	175	0	153	0	-22	Underspend as a result of not yet appointing to proposed full time posts	-35
Children's Services Mgt & Support (incl Care First)	992	-76	1,140	-309	-85	Part year vacant post and maximisation of grant income	-104
School Safeguarding & Attendance	341	-90	517	-347	-80	Part year vacant posts and maximisation of grant income	-72
Other Variances					-16		-201
Additional resources for reopening of schools							
Face coverings & PPE	0	0	199	-199	0	Face coverings are now fully funded by WG	0
Grand Total					-883		-1,296

**Environment Department
Budget Monitoring - Actual 2020/21**

CABINET 13TH SEPTEMBER 2021

Division	Working Budget				Actual				EOY Actual Variance for Year £'000	Feb 21 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	-35	-212	386	140	-161	-138	386	88	-52	-73
Waste & Environmental Services	25,773	-4,632	2,207	23,348	28,765	-7,642	2,207	23,329	-18	-1
Highways & Transportation	58,771	-38,324	11,409	31,856	59,337	-38,809	11,409	31,937	81	-190
Property	41,709	-41,430	2,126	2,405	42,198	-42,310	2,126	2,014	-391	-133
Planning	4,425	-2,051	769	3,143	4,442	-1,930	769	3,281	138	78
GRAND TOTAL	130,643	-86,649	16,898	60,892	134,580	-90,829	16,898	60,649	-243	-320

Environment Department - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Business Support & Performance							
Emergency Planning	74	0	63	0	-11	The Authority received additional grant from the Welsh Government for the Local Resilience Forum covid-response team which has resulted in a saving on the CCC budget.	-11
Business Support	-256	-35	-311	-39	-60	Posts budgeted at top of scale but majority are not at the top of scale yet; a few posts temporarily vacant during the year.	-52
Operational Training	-2	-57	-4	-35	20	HAVS equipment bought for the department in March 2021	-9
Departmental - Core	26	0	45	0	19	£7k department's share of the Health and wellbeing co-ordinators' pay costs; £10k efficiency not yet achieved.	17
Departmental - Policy	3	0	-17	-0	-21	Vacant post for 5.5 months of the year, should be filled in the new financial year.	-17
Other variances					-0		-1
Waste & Environmental Services							
Waste & Environmental Services Unit	-50	0	-68	-0	-18	Reduced spend on supplies and services due to COVID19 restrictions	-6
SAB - Sustainable Drainage approval Body Unit	121	-115	122	-42	74	Anticipated income not materialised - Dependent on number of submissions and market buoyancy of development projects.	75
Reservoirs	65	0	163	0	99	Reactive work (including Consultancy costs) - Trebeddrod Reservoir	120
Ammanford Cemetery	27	-8	21	-14	-11	Reduction in sub-contractor works due to COVID19 restrictions	-9
Public Conveniences	240	-9	214	-5	-22	Reduced spend on supplies and services due to COVID19 restrictions.	-14
Cleansing Service	2,609	-108	2,668	-131	35	Additional cleansing requirements	93
Waste Services	17,125	-1,316	17,212	-1,458	-55	Grant received from Welsh Government at the latter end of the year thereby resulting in reduction in spend against budgets.	-257
Green Waste Collection	511	-402	535	-414	12	Fees charged do not cover collection costs	3
Grounds Maintenance Service and urban parks	3,673	-2,456	3,723	-2,587	-80	Reduced spend on sub-contractors & agency and 1 vacant Technical post during the year.	0
Closed Landfill Sites	143	0	130	0	-13	Reduced spend on sub-contractors due to COVID19 restrictions	-1
Coastal Protection	61	0	20	0	-40	Reduced spend on supplies and services due to COVID19 restrictions.	0
Other variances					2		-5

Environment Department - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Highways & Transportation							
Departmental Pooled Vehicles	0	0	17	0	17	Underutilisation of the departmental pooled vehicles during the pandemic.	15
Civil Design	1,114	-1,740	1,042	-1,702	-33	Increased income recovery	-34
Transport Strategic Planning	389	0	450	0	61	Revenue contribution to capital schemes actioned at year-end	-62
School Transport	10,796	-905	10,417	-866	-340	There is underlying demographic growth and tender pressures, however extensive reduced operating days are mitigating these pressures currently.	-431
Traffic Management	574	-143	723	-438	-146	£78k net increase in additional Traffic Regulation Orders income against additional planned works; £40k net effect of vacant posts/reduced recharges to grants & £28k underspend on general supplies & services.	-128
Car Parks	2,034	-3,271	1,897	-2,613	521	The outturn includes WG reimbursement for loss of income of £1.7m however the Authority has not received full reimbursement due to deemed 'local decision' for 2 months and the delayed implementation of the price increases.	606
Road Safety	151	-30	104	0	-17	Failure to deliver Road Safety education schemes due to COVID19 restrictions.	-13
School Crossing Patrols	121	0	148	-5	22	The school crossing patrols section has reviewed all patrol sites to identify where the National Safety threshold/criteria for provisions is not met. Vacancies that arise in the sites that do not require school crossing patrols will not be filled as and when they become vacant.	22
Street Works and Highway Adoptions	427	-364	430	-428	-61	Additional income generated via S38 agreements and Streetworks	-81
Technical Surveys	436	0	407	0	-29	Delays in starting surveys due to COVID19	-27
Highway Lighting	2,958	-1,213	2,525	-648	132	Invest to save loan repayment netted-off against departmental underspend.	-0
Public Rights Of Way	942	-66	876	-54	-54	Reduced spend on supplies and services due to COVID19 restrictions	-47
Other variances					9		-11
Property							
Property Division Business Unit	140	0	126	0	-14	£5k - time attributed to the LRF grant; £9k underspend on supplies & services	-9
Property Maintenance Operational	26,457	-27,680	28,613	-30,323	-486	Increased income from internal recharges reflecting additional work undertaken during the year in particular on empty properties.	-260
Design Services CHS Works	3,988	-4,244	1,363	-1,296	323	Reduced construction work as a result of COVID19 means that there is insufficient turnover to generate the budgeted surplus.	152
Pumping Stations	42	0	58	0	17	Additional spend on repairs and maintenance	9
Property Design - Business Unit	2,709	-3,111	2,202	-2,824	-220	Increased income from internal recharges reflecting additional work undertaken during the year	-67
Other variances					-10		42

Environment Department - Budget Monitoring - Actual 2020/21

Main Variances

CABINET 13TH SEPTEMBER 2021

Division	Working Budget		Actual		EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Planning							
Planning Admin Account	108	-14	208	-127	-14	Reduced spend on supplies and services due to COVID19 restrictions	42
Building Regulations Trading - Chargeable	454	-507	405	-387	71	Reduction in income	83
Building Control - Other	228	-5	213	-0	-10	Less staff travel & spend on supplies due to COVID19	-10
Minerals	386	-236	359	-193	15	Reduction in income	16
Policy-Development Planning	722	-0	653	-2	-70	£64k - part year vacancy and employee on maternity; £6k general underspends on supplies & services due to COVID19	-103
Development Management	1,669	-968	1,685	-846	139	Income shortfall offset by less expenditure due to COVID19	88
Tywi Centre	51	-47	96	-117	-25	Reimbursement for lost income due to COVID19 received from WG	-61
Conservation	407	-17	482	-49	42	One-off consultancy cost	31
Other Variances					-12		-7
Grand Total					-243		-320

Housing Revenue Account - Budget Monitoring - Actual 2020/21

	Working Budget £'000	Forecasted £'000	EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
Expenditure					
Repairs & Maintenance					
Responsive	1,840	2,275	435		427
Minor Works	3,086	827	-2,259		-2,436
Voids	3,457	3,778	321		-183
Servicing	1,723	1,511	-212		-125
Drains & Sewers	142	109	-33		-32
Grounds	770	766	-4		-4
Unadopted Roads	107	107	0		0
Supervision & Management					
Employee	5,980	4,810	-1,170		-628
Premises	1,507	1,522	15		-64
Transport	72	24	-49		-52
Supplies	920	917	-3		26
Recharges	2,107	1,716	-391		201
Provision for Bad Debt	511	514	4		7
Capital Financing Cost	15,423	14,581	-842		-849
Central Support Charges	1,687	1,695	8		8
DRF	10,000	9,856	-144		0
Total Expenditure	49,330	45,006	-4,324		-3,703

Housing Revenue Account - Budget Monitoring - Actual 2020/21

	Working Budget £'000	Forecasted £'000	EOY Actual Variance for Year £'000	Notes	Feb 21 Forecasted Variance for Year £'000
Income					
Rents	-41,913	-40,991	922	Void loss on dwellings rent was 4.14% compared to budget of 2.9% will result in £514k additional rental void loss. Also delay in new build and refurbishment of buy backs reducing the rent due by approx. £412k.	810
Service Charges	-833	-789	44	Increased void loss.	9
Supporting People	-81	-135	-54	Increased income from utilising Supporting People grant.	-0
Interest on Cash Balances	-139	-37	102	Interest rate on cash balances is 0.18% compared to original forecast 0.75% offset by in year underspend.	109
Grants	-237	-415	-178	Additional Affordable Housing Grant (AHG) for Gwynfryn plus £57k and additional other grants.	-163
Insurance	-169	-243	-74	Overachievement of Insurance income in year due to increased settlements.	0
Other Income	-546	-587	-41	Inclusive of casual lettings and other miscellaneous income.	27
Total Income	-43,917	-43,196	721		791
Net Expenditure	5,412	1,810	-3,603		-2,912

HRA Reserve	£'000
Balance b/f 01/04/2020	21,252
Budgeted movement in year	-5,412
Variance for the year	3,603
Balance c/f 31/03/2021	19,442

CYFARFOD Y CABINET**13 MEDI 2021****ADRODDIAD MONITRO CYLLIDEB REFENIW Y CYNGOR
1 EBRILL 2021 – 30 MEHEFIN 2021****Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:**

Sicrhau bod y Cabinet yn derbyn yr adroddiad Monitro Cyllideb ac yn ystyried y sefyllfa cyllidebol a'r camau cywirol priodol.

O ran adrannau yn rhagweld gorwariant sylweddol, dylai'r Prif Swyddogion a Phenaethiaid y Gwasanaethau barhau i adolygu eu sefyllfaoedd cyllidebol yn feirniadol a pharhau i roi ar waith bob gweithrediad priodol angenrheidiol, er mwyn cadw o fewn yr adnoddau a ddosbarthwyd, tra'n cydnabod y pwysau mae COVID19 wedi'i roi ar gyllideb yr Awdurdod yn ei gyfanrwydd.

Y Rhesymau:

I ddarparu'r newyddion i'r Cabinet ynglyn a sefyllfa diweddaraf cyllideb 2020/21, ar 30^{ain} Mehefin 2021.

Ymgynghorwyd â'r pwyllgor craffu perthnasol: AMHERTHNASOL

Angen i'r Cabinet wneud penderfyniad OES
Angen i'r Cyngor wneud penderfyniad NAC OES

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

Y Gyfarwyddiaeth:
Gwasanaethau Corfforaethol

Enw Cyfarwyddwr y
Gwasanaeth:
Chris Moore

Awdur yr Adroddiad:
Randal Hemingway

Swyddi:

Cyfarwyddwr y Gwasanaethau
Corfforaethol

Pennaeth y Gwasanaethau
Ariannol

Rhif ffôn: 01267 224886
Cyfeiriadau E-bost:

CMoore@sirgar.gov.uk

RHemingway@sirgar.gov.uk

EXECUTIVE SUMMARY
CABINET MEETING
13TH SEPTEMBER 2021

COUNCIL'S REVENUE BUDGET MONITORING REPORT
1ST APRIL 2021 - 30TH JUNE 2021

The revenue budget monitoring reports as at 30th June 2021 are attached and indicate that:

COUNCIL FUND REVENUE ACCOUNT (Appendix A)

Overall, the monitoring report forecasts an underspend for the year at departmental level of £285k. with a forecast underspend on the Authority's net revenue budget of £508k.

At a high level this is due to a combination of:

- additional COVID19 related costs and lost income being largely refunded under the Welsh Government hardship scheme
- some services still paused or impacted by lockdown measures and social distancing during Q1

The full year forecast reflects the impact which includes known financial positions up to the point of writing. As such the forecast continues to remain sensitive to any future worsening of the pandemic, in particular if any reintroduction public restrictions being required. In respect of April-June budgets, additional expenditure and income loss totalling approximately £6 million has been claimed under the Welsh Government hardship scheme.

Members should note that Council Tax collection remains below budgeted levels, this will continue to be monitored closely, particularly as the furlough scheme comes to an end.

Chief Executive's Department

The Chief Executive Department is anticipating an underspend of £219k for the year. This is made up of overspends due to a reduction in anticipated income from Commercial property, livestock markets and provision markets, offset by a net underspend on Industrial Premises, underspends on Member pay and travelling, staffing savings from vacant posts across the department along with savings on utilities costs associated with our administrative buildings.

Operational budgets

The Chief Executive's section has an underspend of £131k, primarily due to vacant posts and an underspend on supplies and services.

There is a £11k net overspend in the People Management section. This consists of £31k relating to a reduction in supplies and services costs, along with a £39k underspend due to fewer DBS checks being undertaken than budgeted for, along with other small underspends. These are offset by a £46k overspend in Employee Wellbeing, due to a shortfall in external SLA income. There is also a £40k overspend on various salary related costs..

The ICT & Corporate Policy section are reporting a £71k underspend largely due to part year vacant posts within the division, pending a team review which is due to be completed imminently.

Admin and Law are showing an underspend of £252k. Members pay and travelling are underspent by £120k. There is also additional income from external work of £34k along with a £98k saving on staff vacancies and supplies and services.

The Marketing and Media section have a £54k net underspend, made up of an overspend of £107k within Marketing and Media on salary costs, pending a staffing review within the whole division (2019/20 saving proposal), and also a loss of income streams from external partners such as ERW. Potential alternative income streams are currently being sought. This is offset by an underspend on staffing costs in the Customer Services Centres, Translation Unit and Yr Hwb. These will all form part of the divisional staffing review.

Statutory Services are reporting an overspend of £8k. This is made up of a saving on a vacant post, offset by an anticipated overspend on coroners, due to the additional costs associated with a jury inquest.

The Regeneration division is expecting a £271k overspend for the year. This is made up of an overspend of £472k due to a loss of income on Livestock markets, provision markets, farms and Commercial Properties, largely due to an overall reduction in occupancy levels, along with a rent free period at Carmarthen Mart.

This is offset by savings in utilities costs due to staff working from home of £86k, along with additional high levels of income due to continued high occupancy rates within industrial units, despite the pandemic of £92k. There is also an additional saving of £20k on staffing costs due to a vacant post along with other smaller savings.

Department for Communities

The Department for Communities is £769k overspent for the year. There are significant variances in social care services though these are largely offset by reduced costs where service provision is reduced due to COVID19 restrictions, or additional funding. Social care teams have prioritised the safe delivery of key services, meaning that the department has been unable to progress some of the planned savings proposals.

Older People's budgets have an underspend of £1,218k. There are significant underspends in both commissioned and local authority Residential Beds has decreased over the winter months as COVID19 outbreaks has sadly led to residents passing away and consequent impact on occupancy rates.

Physical Disabilities services are overspent by £33k. The budget variances across the range of services are due to alternative care provision in response to residential respite and community services restrictions.

In Learning Disability services, there is an overspend of £1,482k. Budgetary pressure remains on Residential and Group Homes / Supported Living as the savings target are difficult to deliver due to COVID19 restrictions.

The overspend in Mental Health of £401k is due to increased demand with the main budget pressure in Residential Beds and Group Homes / Supported Living.

Support Services are underspent by £207k largely due to additional income as result of transport support provided to health services.

Leisure & Culture Services is forecasting a £273k overspend. There is likely to be a material reduction in income across a number of Services due to the ongoing restrictions, with the recovery of lost income currently being funded by Welsh Government only guaranteed until the 30th September 2021.

Council Funded Housing and Public Protection Services are overspent by £5k.

Corporate Services

The Corporate Services Department is anticipating a £590k underspend for the year.

Rent Allowances are anticipating an underspend of £294k, largely due to efficient recovery of overpayments. There is a £328k underspend on pre LGR pension costs along with a £138k underspend on Rates Relief due to low take up of the scheme.

There are also underspends on salaries due to vacancies across the department, and staff not yet at the top of their scale, along with a reduction in bank charges. There is also £37k of net additional income from services provided to external organisations.

These underspends are offset by an expected overspend of £572k on Council Tax Reduction Scheme due to increased demand. We received a contribution from WG in 2020/21 to cover this shortfall, but we are yet to receive confirmation whether the same will apply this year.

Department for Education and Children

The Department for Education and Children is currently forecasting an underspend of £5k for the year.

A full review of budget allocation across the department is being undertaken to highlight both the immediate and longer term pressures. Where appropriate, budgets are being realigned.

£500k remains to be allocated across a number of services facing increasing demand – special

education needs £50k, commissioning & social work including legal costs £150k, are the most significant with a number of vacant posts being identified for immediate recruitment across the department.

£300k budget relating to deferred efficiencies will be applied to in year pressures such as school meals £90k, alternative education provision £56k, direct payments £56k.

Schools Delegated Budgets

Schools working budgets are forecasting to utilise £6.1m of their reserves in the current year. A significant proportion of this is committed for recovery and catch up as one-off additional expenditure, funded by grant received last year. Council officers are in the process of reviewing budget submissions however, there remain some schools which continue to experience difficulties in setting a balanced budget.

Environment

The Environment department is reporting a projected underspend of £241k for the financial year, largely due to increased income forecast from internal recharges reflecting the work projected to the end the financial year by property division.

The Waste and Environmental Services division is projecting a small overspend. The underachievement of income against budget on the Sustainable Drainage Approval service has resulted in a £63k overspend which is offset by a £35k surplus on Green Waste collections due to increased customer base and a £31k underspend in Flood Defence and Land Drainage as a result of 2 vacant posts during the first quarter.

Highways and Transportation are projecting a £70k overspend for the year. This is made up of a net loss of income of £117k in parking services due to the volume of ticket sales projected not matching anticipated growth, together with a £16k pressure on Nantyci Park & Ride due to a decrease in demand for the service. These pressures are offset by a £31k salary saving due to a vacant post and a reduction in an employee's contracted working hours within the Road Safety team and savings within other areas including traffic management.

The Planning Division is showing a forecasted £101k underspend, largely due to vacant posts within the team during the year including a vacant Head of Planning post, offset by an estimated shortfall in anticipated income.

The Property Division is reporting a £214k underspend, mainly due to increased income from Property Maintenance and Property Design reflecting additional work anticipated during the year.

The Business Support division is projecting a £3k overspend during the year.

HOUSING REVENUE ACCOUNT (Appendix B)

The HRA is predicting to be underspent by £1,476k for 2021/22. Repairs and Maintenance is forecast to be underspent by £1,243k. Budget managers are predicting underspends on Minor Works (£1,471k) due to capacity and procurement issues and an overspend on Voids/Responsive (£228k) mainly due to costs associated with longer void periods.

Supervision & Management and Support is projecting an underspend of £127k mainly due to staff vacancies (£66k), transport costs (£46k) due to reduced visits. Other various underspends of £17k

Income (inclusive of rents) will be over target by approximately £105k. This is made up predominantly of more than budgeted rental/service charge income of £37k primarily due to forecast fewer properties. We will receive more grant than anticipated of £53k primarily from Welsh Government and £15k in other income.

Lists of the main variances are attached to this report.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

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

Signed: **Chris Moore**

Director of Corporate Services

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

3. Finance

Council Fund

Overall, the Authority is forecasting an underspend of £508k at this point in time. The final out-turn position will be influenced by COVID19 related expenditure, income loss and respective claims from WG through the remainder of the financial year.

HRA

The HRA is predicting to be underspent by £1,476k for 2021/22.

CONSULTATIONS

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

Signed: **Chris Moore**

Director of Corporate Services

1. Scrutiny Committee – Not applicable

2. Local Member(s) – Not applicable

3. Community / Town Council – Not applicable

4. Relevant Partners – Not applicable

5. Staff Side Representatives and other Organisations – Not applicable

**CABINET MEMBER PORTFOLIO
HOLDER(S) AWARE/CONSULTED**

NO

Include any observations here

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
2021/22 Budget		Corporate Services Department, County Hall, Carmarthen

Mae'r dudalen hon yn wag yn fwriadol

REPORT OF THE DIRECTOR OF CORPORATE SERVICES
CABINET 13th SEPTEMBER 2021
COUNCIL'S BUDGET MONITORING REPORT 2021/22

Director and Designation	Author & Designation	Telephone No	Directorate
C Moore, Director of Corporate Services	R Hemingway, Head of Financial Services	01267 224886	Corporate Services

Table 1

Forecasted for year to 31st March 2022

Department	Working Budget				Forecasted				June 2021 Forecasted Variance for Year £'000
	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Chief Executive	31,739	-12,700	-2,578	16,461	33,674	-14,855	-2,578	16,242	-219
Communities	159,365	-64,847	13,586	108,104	161,510	-66,222	13,586	108,874	769
Corporate Services	77,079	-45,783	-1,686	29,610	76,363	-45,658	-1,686	29,020	-590
Education & Children (incl. Schools)	188,538	-32,238	23,360	179,660	203,792	-47,496	23,360	179,655	-5
Environment	137,624	-88,828	12,819	61,616	144,290	-95,734	12,819	61,375	-241
Departmental Expenditure	594,346	-244,396	45,501	395,451	619,630	-269,965	45,501	395,166	-285
Capital Charges/Interest/Corporate				-20,155				-20,905	-750
Levies and Contributions:									
Brecon Beacons National Park				152				152	0
Mid & West Wales Fire & Rescue Authority				10,737				10,737	0
Net Expenditure				386,185				385,150	-1,035
Transfers to/from Departmental Reserves									
- Chief Executive				0				109	109
- Corporate Services				0				295	295
- Education & Children (incl Schools)				0				2	2
- Environment				0				120	120
Net Budget				386,185				385,677	-508

Chief Executive Department
Budget Monitoring - as at 30th June 2021

CABINET 13th SEPTEMBER 2021

Division	Working Budget				Forecasted				June 2021 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	885	0	-845	40	754	-0	-845	-91	-131
People Management	4,499	-1,558	-2,619	322	4,670	-1,718	-2,619	333	11
ICT & Corporate Policy	5,999	-940	-4,780	279	5,970	-982	-4,780	208	-71
Admin and Law	4,495	-846	703	4,351	4,396	-1,000	703	4,099	-252
Marketing & Media	2,708	-696	-1,430	581	2,613	-656	-1,430	527	-54
Statutory Services	1,286	-310	281	1,258	1,939	-953	281	1,267	8
Regeneration	11,867	-8,350	6,112	9,629	13,333	-9,545	6,112	9,899	271
GRAND TOTAL	31,739	-12,700	-2,578	16,461	33,674	-14,855	-2,578	16,242	-219

Chief Executive Department - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Chief Executive						
Chief Executive-Chief Officer	237	0	216	0	-20	Savings on supplies and services
Chief Executive Business Support Unit	649	0	537	-0	-111	3 vacant posts not anticipating filling 2 this year, and a staff member on maternity leave.
People Management						
TIC Team	233	-60	247	-59	14	1 x employee regraded with no funding
Business & Projects Support	262	0	231	0	-31	Savings on supplies and services
Employee Well-being	775	-350	775	-304	46	Shortfall on budgeted external SLA income. Referrals have reduced from pre COVID19 levels.
Employee Services – HR/Payroll Support	134	0	160	0	26	£18k graduate not funded, 2 x employees regraded with no funding £8k
DBS Checks	124	0	89	-4	-39	Review of DBS checks process and budget to be undertaken.
Other variances					-5	
ICT & Corporate Policy						
Welsh Language	148	-11	130	-11	-19	Vacant post will be filled once pending team review is completed. Delayed due to COVID19 but due to be completed imminently.
Chief Executive-Policy	854	-31	799	-27	-52	3 Vacant posts will be filled once pending team review is completed. Delayed due to COVID19 but due to be completed imminently.
Admin and Law						
Democratic Services	1,886	-273	1,811	-318	-120	Underspend on Members pay & travelling costs.
Democratic Services - Support	506	0	496	-36	-46	Additional income for work undertaken for the Wales Pension Partnership (£21k), ERW (£5k) and PCC (£8k); Post vacant for part of year, due to be filled.
Land Charges	136	-305	91	-313	-52	Large saving on supplies and services, along with a small anticipated increase in income
Legal Services	1,898	-267	1,875	-261	-17	Savings on supplies and services
Central Mailing	45	0	27	0	-18	Saving on franking machine leasing costs.

Chief Executive Department - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Marketing & Media						
Marketing and Media	330	-167	437	-167	107	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k). Looking at alternative potential partnership arrangements.
Translation	566	-52	522	-52	-44	Vacant post and number of staff members working reduced hours.
Customer Services Centres	1,141	-353	1,070	-353	-71	A number of vacant posts within the section, due to be filled from September.
Yr Hwb, Rhydaman a Llanelli	191	-94	101	-50	-46	Three vacant posts pending divisional realignment offset in part by less income from rental of office space due to decreased demand.
Statutory Services						
Coroners	372	0	409	0	37	Additional costs associated with jury inquest case.
Electoral Services - Staff	294	0	272	0	-22	Vacant post pending divisional realignment.
Other variances					-7	
Regeneration & Property						
Property	1,273	-88	1,255	-90	-20	Vacant post due to be filled imminently.
Commercial Properties	33	-594	62	-473	150	General loss of income due to properties becoming vacant and no immediate prospect of re-letting.
Provision Markets	596	-660	553	-450	166	General downturn in demand for stalls and consequent reduction in achievable rents.
Administrative Buildings	2,926	-777	2,680	-617	-86	Additional essential maintenance planned during the year. Offset by savings on utilities, as staff continue to work from home.
Industrial Premises	485	-1,482	428	-1,517	-92	Occupancy levels are still high despite the pandemic.
County Farms	76	-342	75	-326	16	Shortfall on rent due to market conditions.
Livestock Markets	61	-213	19	-32	139	Whilst Nant y Ci is due to be re-let this includes a rent-free period.
Other variances					-3	
Grand Total					-219	

Department for Communities
Budget Monitoring - as at 30th June 2021

CABINET 13th SEPTEMBER 2021

Division	Working Budget				Forecasted				June 2021 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	64,072	-22,865	3,193	44,400	63,187	-23,197	3,193	43,182	-1,218
Physical Disabilities	8,147	-1,875	276	6,547	8,694	-2,389	276	6,580	33
Learning Disabilities	40,418	-10,988	1,282	30,712	41,774	-10,862	1,282	32,194	1,482
Mental Health	10,275	-4,107	228	6,396	10,644	-4,075	228	6,797	401
Support	7,799	-6,593	1,133	2,339	7,672	-6,673	1,133	2,132	-207
Homes & Safer Communities									
Public Protection	3,293	-1,192	532	2,633	3,621	-1,514	532	2,640	7
Council Fund Housing	9,199	-7,996	1,021	2,224	10,640	-9,439	1,021	2,222	-2
Leisure & Recreation									
Leisure & Recreation	16,162	-9,230	5,922	12,854	15,278	-8,074	5,922	13,127	273
GRAND TOTAL	159,365	-64,847	13,586	108,104	161,510	-66,222	13,586	108,874	769

Department for Communities - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Adult Services						
Older People						
Older People - LA Homes	8,237	-3,891	8,148	-4,338	-536	Reduced costs associated with fewer beds occupied plus additional income from Hardship Fund
Older People - Private/ Vol Homes	26,705	-13,479	26,281	-13,479	-424	Reduced costs associated with fewer beds occupied plus additional income from Hardship Fund
Older People - Extra Care	788	0	860	0	72	Cwm Aur contract - savings proposals in previous years only partially delivered
Older People - Direct Payments	1,235	-305	1,107	-305	-128	Demand led - fewer requests for Direct Payment for Older People
Older People - Private Day Services	276	0	76	0	-200	Reduced provision of day services due to COVID19 restrictions
Older People - Other variances					-2	
Physical Disabilities						
Phys Dis - Private/Vol Homes	1,693	-306	1,348	-306	-345	Demand led - Reduced use of residential respite care due to COVID19
Phys Dis - Group Homes/Supported Living	1,120	-170	1,252	-170	131	Rightsizing in Supported Living ongoing but delayed due to COVID19. Accommodation and Efficiency project plans for strategic longer term future accommodation options as well as current client group has experienced delays due to COVID19.
Phys Dis - Community Support	204	0	133	0	-71	Reduction in provision of community based services due to COVID19 restrictions
Phys Dis - Direct Payments	2,809	-589	3,126	-589	317	Demand for Direct Payments increasing as a consequence of fewer alternatives during COVID19 restrictions e.g. community support and respite
Phys Dis - Other variances					1	
Learning Disabilities						
Learn Dis - Commissioning	974	0	900	0	-75	Staff vacancies and travelling
Learn Dis - Private/Vol Homes	10,767	-4,373	11,636	-4,373	869	Pressure remains on this budget as alternative provision is unavailable due to COVID19 restrictions. Timelines for achieving savings have slipped as many of the initiatives require face to face contact with service users and providers.
Learn Dis - Direct Payments	3,832	-558	4,704	-558	872	Direct Payments increasing due to demand
Learn Dis - Group Homes/Supported Living	10,171	-2,254	10,547	-2,254	376	Rightsizing in Supported Living ongoing but delayed due to COVID19. Accommodation and Efficiency project plans for strategic longer term future accommodation options as well as current client group has experienced delays due to COVID19.
Learn Dis - Day Services	2,515	-405	2,304	-328	-134	Loss of income received, staff vacancies and client taxis not used. Reduced premises and running costs as building based provision is reduced due to social distancing regulations and alternatives provided.

Department for Communities - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Learn Dis - Private Day Services	1,351	-82	872	-82	-479	Day Services significantly reduced. Where care has been reassessed and alternative has been provided, the additional cost is shown as an overspend in that budget.
Learn Dis - Other variances					53	
Mental Health						
M Health - Private/Vol Homes	6,203	-3,294	6,401	-3,294	198	Pressure remains on this budget as alternative provision is unavailable due to COVID19 restrictions. Timelines for achieving savings have slipped as many of the initiatives require face to face contact with service users and providers.
M Health - Group Homes/Supported Living	1,265	-410	1,507	-410	242	Rightsizing in Supported Living ongoing but delayed due to Covid-19. Accommodation and Efficiency project plans for strategic longer term future accommodation options as well as current client group has experienced delays due to Covid.
M Health - Direct Payments	148	-44	266	-44	118	Direct Payments increasing due to demand
M Health - Community Support	822	-76	723	-76	-99	No payment to Hafal Dom care grant scheme
M Health - Other variances					-57	
Support						
Adult Safeguarding & Commissioning Team	1,454	-37	1,452	-100	-66	Part year vacancies
Holding Acc-Transport	1,462	-1,735	1,326	-1,741	-143	Provision of additional services to support Hywel Dda
Other Variances - Support					1	
Homes & Safer Communities						
Public Protection						
PP Business Support unit	155	0	136	0	-19	Vacant Posts.
Air Pollution	129	-36	124	-19	11	Underachievement of licensing income.
Animal Safety	162	0	142	0	-20	Vacant Posts.
Food Safety & Communicable Diseases	506	-38	526	-35	23	Overspend on Agency costs.
Other Variances					11	
Council Fund Housing						
Non HRA Re-Housing (Inc Chr)	168	0	158	0	-10	Vacant Posts.
Other Variances					9	

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Department for Communities - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Leisure & Recreation						
Discovery Centre	6	-88	6	-76	13	Forecasting to not fully achieve budgeted income
Pendine Outdoor Education Centre	534	-346	443	-227	28	Forecast includes a £80k investment in a Climbing Tower
Pembrey Beach Kiosk	0	-42	0	-61	-20	Forecasting to exceed budgeted income
Pembrey Ski Slope	386	-422	330	-379	-13	In year vacancies -£64k offset by income shortfall
Newcastle Emlyn Sports Centre	295	-158	315	-140	38	Forecasting to not fully achieve budgeted income due to restrictions at location
Carmarthen Leisure Centre	1,670	-1,782	1,607	-1,676	43	Forecasting to not fully achieve budgeted income due to restrictions at location
St Clears Leisure Centre	151	-43	149	-22	19	Forecasting to not fully achieve budgeted income due to restrictions at location
Amman Valley Leisure Centre	930	-848	832	-704	46	Forecasting to not fully achieve budgeted income due to restrictions at location
Llanelli Leisure Centre	1,367	-1,165	1,114	-865	47	Forecasting to not fully achieve budgeted income due to restrictions at location
Pembrey Country Park Restaurant	422	-326	429	-302	31	Forecasting to not fully achieve budgeted catering income due to restrictions at location
Carmarthen Museum, Abergwili.	182	-19	203	-8	33	Car park development costs not budgeted
Museum of speed, Pendine	86	-26	85	0	25	Museum Development consultancy fees not budgeted
Museums General	150	0	211	-23	38	Unable to fully achieve vacancy factor
Archives General	141	-3	167	-3	25	Part year effect of new Archive Assistant not budgeted
Arts General	16	0	0	0	-16	Vacant post being held pending restructure
St Clears Craft Centre	107	-38	74	-18	-13	In year vacancy
Laugharne Boathouse	151	-114	138	-87	14	Forecasting to not fully achieve budgeted income due to restrictions at location
Leisure Management	398	0	364	-1	-35	In year vacancy
Other Variance - Leisure & Recreation					-31	
Grand Total					769	

Corporate Services Department
Budget Monitoring - as at 30th June 2021

CABINET 13th SEPTEMBER 2021

Division	Working Budget				Forecasted				June 2021 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	13,562	-2,538	-856	10,169	13,072	-2,599	-856	9,617	-551
Revenues & Financial Compliance	63,517	-43,246	-830	19,442	63,291	-43,059	-830	19,403	-39
GRAND TOTAL	77,079	-45,783	-1,686	29,610	76,363	-45,658	-1,686	29,020	-590

Corporate Services Department - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Financial Services						
Accountancy	1,748	-467	1,732	-487	-37	£15k part year net vacancies, due to be filled during the year. £20k net additional external SLA income over budget and other smaller variances.
Treasury and Pension Investment Section	302	-233	264	-250	-55	£33k part year vacancies, due to be filled during the year. £17k external SLA income from the WPP and other smaller variances.
Grants and Technical	343	-111	286	-81	-27	£27k part year net vacancies, due to be filled during the year.
Payments	557	-77	526	-74	-28	£15k part year vacancies, due to be filled during the year. £13k savings on supplies and services
Audit Fees	322	-93	280	-93	-42	A proportion of audit fees are chargeable directly to grants
Bank Charges	68	0	40	0	-29	Charges reduced since introduction of new contract
Miscellaneous Services	8,182	-84	7,790	-20	-328	£328k underspend on pre LGR pension costs.
Other variances					-5	
Revenues & Financial Compliance						
Procurement	611	-35	581	-34	-30	£30k part year vacancies, due to be filled during the year.
Business Support Unit	156	0	141	0	-15	£15k part year vacancy, due to be filled during the year.
Housing Benefits Admin	1,684	-752	1,451	-624	-105	A number of posts have been vacant during the year to date. A large number of staff members are currently on lower points of the salary scale but budgeted at the top of scale. (£187k). £46k saving on supplies and services costs anticipated. This is offset by the ongoing annual reduction in admin grant received from DWP.
Rates Relief	328	0	190	0	-138	Low take-up anticipated in 2021/22
Council Tax Reduction Scheme	16,828	0	17,400	0	572	Increased demand since COVID19. WG contribution received for the shortfall in 2020/21, but no confirmation to date whether that will be replicated in 2021/22
Rent Allowances	41,323	-41,540	40,961	-41,472	-294	Predicted underspend based on anticipated payments due, anticipated reimbursement from DWP and recovery of overpayments.
Other variances					-29	
Grand Total					-590	

Department for Education & Children
Budget Monitoring - as at 30th June 2021

CABINET 13th SEPTEMBER 2021

Division	Working Budget				Forecasted				June 2021 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	
Schools Delegated Budgets	141,173	-19,375	12	121,810	146,764	-18,850	12	127,926	6,116
Reserve utilisation				0		-6,116		-6,116	-6,116
Director & Strategic Management	2,399	0	-109	2,290	1,488	0	-109	1,379	-911
Education Services Division	6,902	-2,218	17,981	22,665	8,228	-3,365	17,981	22,844	179
Access to Education	3,019	0	1,410	4,429	8,934	-5,769	1,410	4,575	146
School Improvement	2,380	-510	460	2,330	2,704	-793	460	2,371	41
Curriculum & Wellbeing	8,061	-3,963	895	4,993	9,069	-4,840	895	5,123	130
Children's Services	24,605	-6,172	2,711	21,143	26,605	-7,763	2,711	21,553	409
TOTAL excluding schools	47,365	-12,863	23,348	57,850	57,028	-22,531	23,348	57,846	-5
GRAND TOTAL	188,538	-32,238	23,360	179,660	203,792	-47,496	23,360	179,655	-5

Department for Education & Children - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Director & Strategic Management						
Director & Management Team	1,993	0	1,097	0	-897	£390k previous year efficiency deferred to next year being held centrally to cover one off in year pressures. £500k to be allocated to service pressures detailed below following Director review
Other variances					-14	
Education Services Division						
School Redundancy & EVR	1,925	0	2,007	0	82	Forecast based on known redundancies year to date & £100k contingency for late notifications
Special Educational Needs	3,233	-1,299	4,505	-2,521	51	Staffing costs for additional class in attached unit
Sensory Impairment	358	0	405	0	47	Increased staffing required to meet demand, recruitment to be progressed once funding identified
Other variances					-0	
Access to Education						
School Modernisation	166	0	249	-37	46	£37k closed schools & £9k additional transport costs following school reorganisations
School Meals & Primary Free Breakfast Services	2,548	0	8,370	-5,732	90	Primary school free breakfasts voluntary income shortfall.
Other variances					11	
School Improvement						
National Model for School Improvement	684	0	753	-42	27	One off costs re ERW £70k partially offset by 3 part year vacant posts
Other variances					14	
Curriculum and Wellbeing						
Music Services for Schools	1,036	-727	1,199	-846	43	Forecast SLA income not sufficient to cover projected staffing costs - vacant posts to be reviewed for affordability
Education Other Than At School (EOTAS)	2,186	-20	2,617	-395	56	Increase in demand resulting in additional staffing in PRUs
Other variances					31	

Department for Education & Children - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Children's Services						
Commissioning and Social Work	7,481	0	7,775	-136	157	Increased staffing costs forecast at this stage in the year (£311k) and overspend forecast on legal costs (£246k) - more external providers being used as a result of increased sickness levels internally and also complexity of cases, partially offset by part year vacancies across the dept (-£400k)
Corporate Parenting & Leaving Care	1,032	-135	1,229	-289	44	Additional staff costs forecast in relation to LAC Education Support Team
Fostering Services & Support	4,100	0	4,130	0	31	Additional costs forecast within Fostering assuming more normal activity continues to resume following pandemic e.g. school transport costs
Adoption Services	551	0	628	-50	27	Overspend forecast mainly in relation to panel member costs
Short Breaks and Direct Payments	703	-75	761	-77	56	Overspend mainly due to increased Direct Payments demand since change in legislation & further increase linked to COVID19
Other Variances					95	
Grand Total					-5	

Environment Department
Budget Monitoring - as at 30th June 2021

CABINET 13th SEPTEMBER 2021

Division	Working Budget				Forecasted				June 2021 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	43	-93	130	79	71	-118	130	83	3
Waste & Environmental Services	26,589	-4,598	1,364	23,355	27,109	-5,116	1,364	23,357	2
Highways & Transportation	62,660	-40,624	10,372	32,407	61,549	-39,444	10,372	32,476	69
Property	43,698	-41,699	624	2,622	51,222	-49,438	624	2,408	-214
Planning	4,635	-1,813	330	3,152	4,338	-1,618	330	3,051	-101
GRAND TOTAL	137,624	-88,828	12,819	61,616	144,290	-95,734	12,819	61,375	-241

Environment Department - Budget Monitoring - as at 30th June 2021

Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
Business Support & Performance						
Business Support	-126	-35	-138	-35	-12	Few vacant posts to be filled imminently
Operational Training	39	-58	27	-29	17	COVID19 restrictions still impacting on training delivery £10k - H & Wellbeing posts not budgeted for; £10k previous year efficiency not yet delivered.
Departmental - Core	45	0	65	0	20	
Departmental - Policy	9	0	-4	0	-13	Vacant post - to be filled imminently
Other variances					-9	
Waste & Environmental Services						
Flood Defence & Land Drainage	608	-0	578	-0	-31	Two posts vacant for 1st qtr, filled July 2021
SAB - Sustainable Drainage approval Body Unit	127	-130	126	-67	63	Anticipated income not materialised - Dependent on number of submissions and market buoyancy of development projects
Waste Services	17,623	-1,260	17,687	-1,306	19	Reduction in sales of cullet and textiles against budget
Green Waste Collection	555	-435	545	-461	-35	Increased customer base
Other variances					-14	
Highways & Transportation						
Section 106 Transport schemes	0	0	0	-14	-14	Income received in 2021/22 for expenditure incurred in previous years
Traffic Management	581	-70	1,029	-530	-13	Net increase in Traffic Regulation orders income
Car Parks	2,068	-3,134	2,025	-2,974	117	Volume of anticipated ticket sales does not match budgeted levels.
Nant y Ci Park & Ride	82	-34	120	-56	16	Reduced demand on the service
Road Safety	184	0	153	-0	-31	Underspend due to vacant post being filled part way during the year and an officer working part time
Other variances					-6	
Property						
Property Maintenance Operational	26,918	-28,233	32,039	-33,514	-159	Increased income from internal recharges reflecting work projected during the year.
Property Design - Business Unit	2,848	-3,176	3,284	-3,636	-24	Increased income from internal recharges reflecting work projected during the year.
Facilities Management - Building Cleaning	4,137	-3,691	4,740	-4,310	-16	Vacant post to be filled during the year
Other variances					-15	

Environment Department - Budget Monitoring - as at 30th June 2021
Main Variances

CABINET 13th SEPTEMBER 2021

Division	Working Budget		Forecasted		June 2021	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Planning						
Planning Admin Account	352	-16	255	-16	-97	Savings on supplies and services and vacant posts including the part-year effect of the Head of Service vacancy
Building Regulations Trading - Chargeable	441	-492	422	-367	106	Shortfall in income anticipated
Minerals	324	-195	336	-196	11	Shortfall in income anticipated
Policy-Development Planning	706	-2	578	-2	-129	£51k underspend due to staff vacancies and £78k savings on consultants fees due to COVID19-related delay in the LDP process
Development Management	1,693	-935	1,600	-812	30	Shortfall in income anticipated
Conservation	471	-13	490	-52	-20	Vacant post to be filled from Sept
Other Variances					-3	
Grand Total					-241	

Housing Revenue Account - Budget Monitoring as at 30th June 2021

	Working Budget £'000	Forecasted £'000	June 21 Variance for Year £'000	Notes
Expenditure				
Repairs & Maintenance				
Responsive	1,950	1,970	20	
Minor Works	3,271	1,800	-1,471	Potential capacity issues within Minor Works Framework due to increase in volume of work being procured, options being explored with Contractors to increase capacity.
Voids	3,717	3,924	208	Additional associated costs on voids programme e.g. council tax bills.
Servicing	1,826	1,826	0	
Drains & Sewers	151	151	0	
Grounds	816	816	0	
Unadopted Roads	113	113	0	
Supervision & Management				
Employee	5,758	5,692	-66	Vacant posts
Premises	1,170	1,159	-11	
Transport	74	28	-46	Reduction in staff travel due to working from home.
Supplies	938	943	5	
Recharges	1,783	1,783	0	
Provision for Bad Debt	594	594	0	
Capital Financing Cost	15,068	15,068	0	
Central Support Charges	1,742	1,731	-11	
DRF	11,333	11,333	0	
Total Expenditure	50,303	48,933	-1,370	

Housing Revenue Account - Budget Monitoring as at 30th June 2021

	Working Budget	Forecasted	June 21	Notes
	£'000	£'000	Variance for Year £'000	
Income				
Rents	-42,025	-42,062	-37	Prediction close to budget for rent due.
Service Charges	-816	-816	-0	Increased void loss.
Supporting People	-68	-68	0	
Interest on Cash Balances	-23	-23	0	
Grants	-246	-299	-53	Overachievement of income linked to Welsh Government grants.
Insurance	-213	-213	0	
Other Income	-457	-472	-15	
Total Income	-43,847	-43,952	-105	
Net Expenditure	6,456	4,980	-1,476	

HRA Reserve	£'000
Balance b/f 01/04/2021	19,444
Budgeted movement in year	-6,456
Variance for the year	1,476
Balance c/f 31/03/2022	14,463

CYFARFOD Y CABINET

13 MEDI 2021

DIWEDDARU RHAGLEN GYFALAF 2021/22

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.

Y Rhesymau:

I ddarparu'r newyddion ynglyn a sefyllfa gyllideb ddiweddaraf y rhaglen gyfalaf 2021/22, ar 30^{ain} Mehefin 2021.

Ymgynghorwyd â'r pwyllgor craffu perthnasol: AMHERTHNASOL

Angen i'r Cabinet wneud penderfyniad OES
Angen i'r Cyngor wneud penderfyniad NAC OES

YR AELOD O'R CABINET SY'N GYFRIFOL AM Y PORTFFOLIO:

Cyng. David Jenkins

Y Gyfarwyddiaeth:

Enw Gyfarwyddwr y
Gwasanaethau Corfforaethol:

Randal Hemingway

Awdur yr Adroddiad:

Randal Hemingway

Swydd:

Pennaeth Gwasanaethau
Arrianol

Rhif ffôn: 01267 224120

Cyfeiriad E-bost:

RHemingway@sirgar.gov.uk

EXECUTIVE SUMMARY

CABINET MEETING 13TH SEPTEMBER 2021

CAPITAL PROGRAMME 2021/22 UPDATE

Virements to be approved:

There are no virements to approved at this time.

Appendix A shows a forecasted net spend of £91,568k compared with a working net budget of £130,490k, giving a **-£38,922k** variance. The variance projected at this time relates mainly to delays with the Pentre Awel development and delays with some school developments because of restrictions associated with the COVID19 pandemic.

The net budget includes the original HRA and General Fund capital programme approved by Council on 3rd March and slippage from 2020/21. Some of the budgets have also been amended to account for differences in actual grant allocations compared with the anticipated allocations at the time the programme was approved.

Appendix B details the main variances within each department.

DETAILED REPORT ATTACHED?	YES
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CONSULTATIONS

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

Signed: Randal Hemingway Head of Financial Services

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

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

**CABINET MEMBER PORTFOLIO
HOLDER AWARE/CONSULTED**

NO

Include any observations here

**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
2021/22 Capital Programme		Corporate Service Department, County Hall, Carmarthen. On-line via corporate website – Minutes of County Council Meeting 3 rd March 2021.

Capital Programme 2021/22

Appendix A

Capital Budget Monitoring - Report for June 2021

	Working Budget			Forecasted			Variance for Year £'000
DEPARTMENT	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
COMMUNITIES							
- Public Housing	39,655	-8,652	31,003	41,655	-9,372	32,283	1,280
- Private Housing	3,830	-270	3,560	2,630	-270	2,360	-1,200
- Leisure	4,829	-1,025	3,804	2,151	-125	2,026	-1,778
- Social Care	420	0	420	517	0	517	97
ENVIRONMENT	36,507	-12,880	23,627	37,686	-13,298	24,388	761
EDUCATION & CHILDREN	39,193	-18,855	20,338	24,039	-9,900	14,139	-6,199
CHIEF EXECUTIVE	2,451	0	2,451	2,061	-179	1,882	-569
REGENERATION	88,111	-42,824	45,287	21,914	-7,941	13,973	-31,314
TOTAL	214,996	-84,506	130,490	132,653	-41,085	91,568	-38,922

Mae'r dudalen hon yn wag yn fwiadol

Capital Programme 2021/22							Variance for Year £'000	Comment
Capital Budget Monitoring - Report for June 2021 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted				
	Expenditure e £'000	Income £'000	Net £'000	Expenditure e £'000	Income £'000	Net £'000		
COMMUNITIES								
- Public Housing	39,655	-8,652	31,003	41,655	-9,372	32,283	1,280	
Sewage Treatment Works Upgrading	184	0	184	184	0	184	0	
Telecare Upgrade	0	0	0	6	0	6	6	
Internal and External Works (Property)	16,239	0	16,239	17,869	0	17,869	1,630	Acceleration of voids work.
Environmental Works (Housing Services)	380	0	380	930	0	930	550	Garages investment programme accelerated. Overspend will be covered within department.
Adaptations and Equalities Works (Building Services)	1,500	0	1,500	1,500	0	1,500	0	
Programme Delivery and Strategy	896	0	896	777	0	777	-119	Owing to staffing vacancies.
Housing Development Programme	20,256	-827	19,429	20,189	-1,547	18,642	-787	Ongoing impact of COVID19.
CX Housing Assets - Asset Management System	200	0	200	200	0	200	0	
MRA and IHP Grants Income	0	-7,825	-7,825	0	-7,825	-7,825	0	
- Private Housing	3,830	-270	3,560	2,630	-270	2,360	-1,200	
Disabled Facilities Grant (DFG)	3,033	0	3,033	1,833	0	1,833	-1,200	Current commitment on approved DFGs is £800k. We have a further 400 enquiries that are yet to be assessed. Despite there being the demand to spend the full budget because of the available resources and contractor capacity the likely spend will be lower.
ENABLE - Adaptations to Support Independent Living	270	-270	0	270	-270	0	0	
Travellers Sites	27	0	27	27	0	27	0	
Empty Properties Initiatives	500	0	500	500	0	500	0	
- Leisure	4,829	-1,025	3,804	2,151	-125	2,026	-1,778	
Carmarthen Leisure Centre & Track	0	0	0	40		40	40	Retentions to be covered from within the capital programme.
Amman Valley Leisure Centre Masterplan	1,052	0	1,052	76	0	76	-976	Slip to 2022/23. Project being developed by Education Department.
Oriol Myrddin Redevelopment	1,887	-1,000	887	200	-100	100	-787	Contractor to be appointed by December 2021. Projected start on site March 2022. Project to slip into 2022/23.
Libraries & Museums	961	0	961	961	0	961	0	
Burry Port Harbour Walls	429	0	429	501	0	501	72	Overspend to be covered by underspends on other projects within the department.
Country Parks	500	-25	475	372	-25	348	-127	Majority of underspend is on the Pembrey Country Park Cycling Hub and will be utilised to cover spend on other projects, mainly the new BMX pump track.
- Social Care	420	0	420	517	0	517	97	Overspend on ICF 2021/22 projects.
ENVIRONMENT	36,507	-12,880	23,627	37,686	-13,298	24,388	761	
Highways & Infrastructure	29,630	-12,880	16,750	30,666	-13,162	17,505	754	This is a prudent forecast however this overspend is likely to reduce with further grants being received.
Property	6,877	0	6,877	7,020	-136	6,884	7	

Capital Programme 2021/22							Variance for Year £'000	Comment
Capital Budget Monitoring - Report for June 2021 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted				
	Expenditure e £'000	Income £'000	Net £'000	Expenditure e £'000	Income £'000	Net £'000		
EDUCATION & CHILDREN	39,193	-18,855	20,338	24,039	-9,900	14,139	-6,199	
21stC - Band A - Design Stage Schemes	1,363	0	1,363	665	0	665	-698	Delays with acquiring land for Laugharne Primary School. Rhydygors and Dewi Sant on budget for 2021/22.
21stC - Band A - WG FBC Approved Schemes	6,575	0	6,575	5,733	0	5,733	-842	Delivery profiles need to be amended. Slip to future years.
21stC - Band B - Design Stage Schemes	15,599	0	15,599	4,821	0	4,821	-10,778	£-3,824k variance against Ysgol Gwennlian owing to delays with consultation because of COVID19. £-6,767k variance against Heol Goffa - the project is still at development stage and the budget needs to be slipped into future years.
21stC - Band B - WG FBC Approved Schemes	9,834	0	9,834	6,139	0	6,139	-3,695	Y Castell is on target. Five Roads and Pembrey need to be reprofiled into future years. Variances of £-2823k and £-875k respectively need to be reprofiled.
Education - Equality Act Works	0	0	0	250	0	250	250	Ongoing commitment to Equalities Act works.
Dyffryn Taff Bus Bays	41	0	41	184	0	184	143	Urgent and critical works to be undertaken from within the existing capital budget. Works will continue into 2022/23.
Infant Class Size	799	-799	0	860	-843	16	16	
Welsh Language Immersion Centre (Maes y Gwendraeth)	684	-364	320	947	-377	570	250	Initial project specification changed to allow cost effective creation of additional classrooms.
School Buildings - Education Capital Maintenance Grants	3,174	0	3,174	3,174	0	3,174	0	Funded from displaced 2020/21 monies. Grant received in 2020/21 but authorised by WG to be applied in other areas of capital to displace funds to deliver the education maintenance project in 2021/22.
Flying Start Capital Expansion Programme	640	-640	0	640	-640	0	0	
Childcare Offer Places	360	-360	0	360	-360	0	0	
Play Opportunities Grant Projects	50	0	50	50	0	50	0	Purchase of van funded from displaced 2020/21 monies. Grant received in 2020/21 and applied in other areas.
MEP Income - 21 st Century Schools Grant	0	-16,692	-16,692	0	-7,666	-7,666	9,026	Income stream needs to be reprofiled into future years. Delays with MEP reviews and COVID19 have resulted in projects slipping since original budget was set.
Other Projects with Minor Variances	74	0	74	217	-13	204	130	Other minor projects, retentions and provision expenditure.
CHIEF EXECUTIVE	2,451	0	2,451	2,061	-179	1,882	-569	
IT Strategy Developments	1,219	0	1,219	1,286	-179	1,107	-112	Slippage of £-74k, and £-39k against broadband hardware and invoice infrastructure, respectively.
Purchase of Grillo Site, Burry Port	414	0	414	0	0	0	-414	Budget unlikely to be utilised in 2021/22.
Glanamman Industrial Estate Redevelopment	818	0	818	773	0	773	-45	
Other Projects with Minor Variances	0	0	0	3	0	3	3	Retentions works on St David's Park buildings.

Capital Programme 2021/22							Variance for Year £'000	Comment
Capital Budget Monitoring - Report for June 2021 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted				
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
REGENERATION	88,111	-42,824	45,287	21,914	-7,941	13,973	-31,314	
Swansea Bay City Region Projects	52,815	-32,021	20,794	3,292	-3,292	0	-20,794	Contractor expected to be appointed September 2021. Majority of spend expected in 2022/23. Budget needs to be slipped 2022/23.
County Wide Regeneration Funds	8,504	-3,000	5,504	7,232	-3,000	4,232	-1,272	Delays on grants to third parties due to impact of COVID19 on project delivery timeframes. Project to slip to 2022/23.
Cross Hands East Strategic Employment Site Phase 1	652	0	652	652	0	652	0	
Cross Hands East Phase 2	513	-202	311	513	-202	311	0	
Cross Hands East Plot 3 Development	7,335	-3,970	3,366	354	-186	168	-3,198	Construction expected to start in February 2022. Slip to 2022/23.
Valleys Town Centres	122	-122	0	68	-68	0	0	
Carmarthen Town Regeneration - Jacksons Lane	53	-48	5	53	-48	5	0	
Carmarthen Old Town Quarter	728	-10	718	150	0	150	-568	Detailed design to follow Greening Infrastructure masterplan outcome.
Pendine Iconic International Visitors Destination	2,333	-130	2,203	130	-130	0	-2,203	Currently in discussion with insurance company regarding storm damage claim, and in discussion with new contractor following contractor failure. Works will continue into the next financial year.
Llandeilo Market Hall	3,586	-821	2,764	3,586	-821	2,764	0	Completion expected September 2022.
Ammanford Regeneration Development Fund	299	0	299	127	0	127	-171	Progress delays on third party schemes due to COVID19. Slipped to 2022/23.
Ammanford Town Centre Regeneration	21	0	21	21	0	21	0	
Town Centre Loan Scheme	1,400	0	1,400	1,400	0	1,400	0	Loan will be released this financial year for Y Linc, Llanelli. Funding already received from the Welsh Government.
TRI Strategic Projects - Market Street North	1,811	0	1,811	58	0	58	-1,753	Project called in by Welsh Government planning division. Likely to slip to future years.
TRI Strategic Projects - Former YMCA Building, Stepney Street, Llanelli	1,868	0	1,868	2,154	0	2,154	286	Funded by Strategic TRI allocation.
Transforming Town Centres Strategic Projects	4,523	-2,500	2,023	562	-194	368	-1,655	Slip to 2022/23. External funding will be drawn down in advance of CCC monies that will be required in future years.
Business Support for Renewable Energy Initiatives	500	0	500	500	0	500	0	
Ten Towns Growth Plan	1,000	0	1,000	1,000	0	1,000	0	
Other Projects	48	0	47	62	0	63	15	Llanelli JV and Levelling Up Carmarthen West and South Pembrokeshire bid.
TOTAL	214,996	-84,506	130,490	132,653	-41,085	91,568	-38,922	

Mae'r dudalen hon yn wag yn fwiadol

CYFARFOD Y CABINET

13 MEDI 2021

**ADRODDIAD BLYNYDDOL YNGYLCH RHEOLI'R
TRYSORLYS A'R DANGOSYDD DARBODAETH 2020-2021**

Pwrpas:

Cydymffurfio â Chôd Ymarfer CIPFA (Sefydliad Siartredig Cyllid Cyhoeddus a Chyfrifyddiaeth) ar gyfer Rheoli Trysorlys yn y sector Gwasanaethau Cyhoeddus.

Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen:

Derbyn yr adroddiad a 'i gyflwyno i'r Cyngor Llawn.

Y Rhesymau:

Cydymffurfio â Chôd Ymarfer CIPFA (Sefydliad Siartredig Cyllid Cyhoeddus a Chyfrifyddiaeth) ar gyfer Rheoli Trysorlys yn y sector Gwasanaethau Cyhoeddus.

Ymgynghorwyd â'r pwyllgor craffu perthnasol

DO Pwyllgor Craffu Polisi ac Adnoddau 20/10/2021

Angen i'r Cabinet wneud penderfyniad AMHERTHNASOL

Angen i'r Cyngor wneud penderfyniad AMHERTHNASOL

Aelod y Cabinet – Y Cyng. David Jenkins - Adnoddau

Y Gyfarwyddiaeth:

Gwasanaethau Corfforaethol

Chris Moore

Awdur yr Adroddiad:

Chris Moore

Swydd:

**Cyfarwyddwr y Gwasanaethau
Corfforaethol,**

Cyngor Sir Gâr

Rhifau ffôn: 01267 224120

Cyfeiriadau E-bost:

CMoore@sirgar.gov.uk

EXECUTIVE SUMMARY

CABINET MEETING 13TH SEPTEMBER 2021

ANNUAL TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 2020-2021

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

The Council adopted the Treasury Management Policy and Strategy and the five year capital programme for 2020-2021 on the 3rd March 2020. This Annual Report lists the activities that took place in 2020-2021 under the headings of:

- Investments
- Borrowing
- Update on KSF
- Security, Liquidity and Yield
- Treasury Management Prudential Indicators
- Prudential Indicators
- Leasing
- Rescheduling

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: **C Moore** Director

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

Finance

The authority's investments during the year returned an average rate of 0.18%, exceeding the 7 day LIBID rate.

No new PWLB borrowing took place during the year. Long term debt outstanding at the year end amounted to £414m.

The Authority did not breach any of its Prudential Indicators during the year.

86.80% of the submitted claim has been received from the administrators of KSF to 31st March 2021.

Risk Management Issues

The nature of investment returns can fluctuate from time to time due to market conditions. Investment rates have been particularly volatile recently due to the consequences of Covid-19.

CONSULTATIONS

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

Signed: C Moore

Director

1. Scrutiny Committee

For information to Policy and Resources Scrutiny Committee on the 20/10/2021.

2. Local Member(s)

NA

3. Community / Town Council

NA

4. Relevant Partners

NA

5. Staff Side Representatives and other Organisations

NA

**CABINET PORTFOLIO HOLDER
AWARE/CONSULTED**

YES

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
CIPFA Treasury Management in the Public Services - Code of Practice Revised 2017		County Hall, Carmarthen

CABINET MEETING

13TH SEPTEMBER 2021

ANNUAL TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 2020-21

1. Introduction

The Treasury Management Policy and Strategy for 2020-21 was approved by Council on 3rd March 2020. Section B 1.1(2) stated that a year end annual report would be produced.

This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code) and outlines the Treasury Management activities in 2020-21 financial year.

2. Investments

One of the primary activities of the Treasury Management operation is the investment of surplus cash for which the Authority is responsible. As well as the Authority's own cash the County Council invests School Funds, Trust Funds and other Funds, with any interest derived from these investments being passed over to the relevant Fund.

All surplus money is invested daily with the approved counterparties either via brokers on the Money Markets or direct. The security of the investments is the main priority, appropriate liquidity should be maintained and returns on the investments a final consideration. It continues to be difficult to invest these funds as the market continues to be insecure and as a consequence appropriate counterparties are limited.

For 2020-21 investments to individual counterparties were limited to:

	Maximum to Lend £m
Upper Limit Any one British Bank and Building Society with a credit rating of at least F1, P-1 or A-1 short term or AA-, Aa3 or AA- long term	10
Middle Limit Any one British Bank and Building Society with a credit rating of at least F1, P-1 or A-1 short term	7
UK Banks Part Nationalised Included as investment counterparties, as long as they continue to have appropriate UK Government support	7
Any one Local Authority	5
Any one AAA Rated Money Market Fund	5
Debt Management Office	70

The DMADF (DMO) limit was increased in April 2020 to £70m from £40m by the Director of Corporate Services (under Emergency powers) following approval by the Executive Board Member for Resources and Chief Executive.

The total investments at 1st April 2020 and 31st March 2021 are shown in the following table:

Investments	01.04.20				31.03.21			
	Call and notice	Fixed Term	Total		Call and notice	Fixed Term	Total	
	£m	£m	£m	%	£m	£m	£m	%
Banks and 100% Wholly Owned Subsidiaries	19.0	0.53	19.53	27	34.50	7.53	42.03	36
Building Societies	0.00	3.00	3.00	4	0.00	0.00	0.00	0
Money Market Funds	12.00	0.00	12.00	16	25.00	0.00	25.00	22
DMADF (DMO)	0.00	18.00	18.00	24	0.00	36.50	36.50	31
Local Authorities	0.00	21.00	21.00	29	0.00	13.00	13.00	11
TOTAL	31.00	42.53	73.53	100	59.50	57.03	116.53	100

The total investment figure of £116.53m at 31st March 2021 includes £42.80m Swansea Bay City Deal money.

An analysis of the daily cash schedules indicates that the minimum balance lent over the twelve month period was £99.53m and the maximum balance lent was £165.53m. The average balance for the year was £136.50m.

The total investments made by the Council and repaid to the Council (the turnover) amounted to £2,440.00m. This averaged approximately £46.79m per week or £6.68m per day. A summary of the turnover is shown below:

	£m
Total Investments 1st April 2020	73.53
Investments made during the year	1,241.50
Sub Total	1,315.03
Investments Repaid during the year	(1,198.50)
Total Investments 31st March 2021	116.53

The main aim of the Treasury Management Strategy is to manage the cash flows of the Council and the risks associated with this activity. Lending on the money market secures an optimum rate of return, allows for diversification of investments and consequently reduction of risk, which is of paramount importance in today's financial markets.

The benchmark return for the money market is the "7 day LIBID rate". For 2020-21 the Council has compared its performance against this "7 day LIBID rate". The average "7 day LIBID rate" was -0.07% whereas the actual rate the Council earned was 0.18%, an out performance of 0.25%.

This outperformance can be quantified as £351k additional interest earned compared to the "7 day LIBID rate".

The gross interest earned on investments for 2020-21 amounted to £0.258m, which was more than the estimated figure of £0.200m. There were no changes to the Bank of England Official rate during the year.

The income from investments is used by the Authority to reduce the net overall costs to the Council taxpayer.

3. Update on the investments with Kaupthing Singer & Friedlander (KSF)

The latest position with the Council's investments with KSF was reported in the Treasury Management and Prudential Indicator Reports to Executive Board during the year.

One dividend of £5.2k was received in 2020-21, equating to 0.13p in the £.

As at 31st March 2021 the sum of £3.47m principal and £213k interest had been received from the Administrators, which equates to 86.80% of the claim submitted. Further dividends are expected to be paid in 2021-22. The Administrators estimate total dividends payable to non-preferential creditors at 86.90%.

4. Security, Liquidity and Yield (SLY)

Within the Treasury Management Strategy Statement for 2020-21, the Council's investment priorities are:

- Security of Capital
- Liquidity and
- Yield

The Council aims to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate it is still considered appropriate to keep investments short term to cover cash flow requirements.

Attached at Appendix 1 is a list of the individual investments (excluding the £0.53m in KSF) held as at the 31st March 2021 together with their credit ratings, historic risk of default and the risk weighting attached to each investment.

5. Borrowing

As Members are aware the Authority has a capital investment programme. For 2020-21 actual capital expenditure was £84.82m. This was financed from:

	£m
Borrowing	17.95
Grants and Contributions	51.02
Usable Capital Receipts Applied	0.51
Revenue and Reserves	15.34
Total	84.82

Under the Treasury Management Strategy it was resolved:

- To borrow to meet the funding requirements of the Authority, after allowing for capital grants, capital receipts and capital contributions, and to stay within the Prudential Indicators to ensure affordability, prudence and sustainability.
- To borrow when interest rates are at their most advantageous, after considering cash flow requirements.

No new loans were borrowed during 2020-21.

The total loans outstanding at 1st April 2020 and 31st March 2021 were:

Loans	Balance at 01.04.20 £m	Balance at 31.03.21 £m	Net Increase/ (Net Decrease) £m
Public Works Loan Board (PWLB)	425.42	403.38	(22.04)
Market Loan	3.00	3.00	0.00
Salix, Invest-to-Save, HILS & TCL	4.11	7.46	3.35
Total	432.53	413.84	(18.69)

The total external interest paid in 2020-21 amounted to £17.33m, which compares favourably with the budget of £20.27m. The savings have arisen due to under borrowing on the capital programme and borrowing at lower than anticipated interest rates.

6. Treasury Management Prudential Indicators

Under the requirements of the Prudential Code of Practice for Capital Finance in Local Authorities, the Council are required to set a number of treasury management prudential indicators for the year 2020-21. The indicators set and the performance against those indicators is shown below:

6.1 The estimated and actual interest exposure limits as at 31st March 2021 were:

	Estimate 31.03.21 £m			Actual 31.03.21 £m		
	Fixed Interest Rate	Variable Interest Rate	Total	Fixed Interest Rate	Variable Interest Rate	Total
Borrowed	445.00	3.00	448.00	410.84	3.00	413.84
Invested	(20.00)	(30.00)	(50.00)	(57.03)	(59.50)	(116.53)
Net	425.00	(27.00)	398.00	353.81	(56.50)	297.31
Proportion of Total Net Borrowing	107%	(7%)	100%	119%	(19%)	100%
Limit	125%	5%				

6.2 Maximum principal sums invested > 365 days

	2020-2021 Limit £m	2020-2021 Actual £m
Maximum principal sums invested > 365 days	10	NIL

6.3 Interest rate exposure limits

	2020-21 Limit £m	2020-21 Actual £m
Limits on fixed interest rates based on net debt	510.00	353.81
Limits on variable interest rates based on net debt	51.00	(56.50)

6.4 The upper and lower limits set for the maturity structure of borrowing along with the actual maturity structure as at 31st March 2021.

	Estimated Upper Limit 2020-2021 %	Estimated Lower Limit 2020-2021 %	Actual 31.03.21 %
Under 12 months	15	0	3.84
12 months to 2 years	15	0	2.71
2 years to 5 years	50	0	6.57
5 years to 10 years	50	0	9.36
10 years to 20 years	50	0	19.60
20 years to 30 years	50	0	20.15
30 years to 40 years	50	0	23.03
40 years and above	50	0	14.74
Total			100.00

Details of the above maturity structure are shown below:

Loan Maturities	PWLB Debt £m	Average Interest Rate %	Market Loans/ Invest to Save/Salix/ HILS/TCL £m	Average Interest Rate %	Total Debt Outstanding £m
Before 1st April 2022	15.77	4.70	0.13	0	15.90
1st April 2022 to 31st March 2023	11.00	4.83	0.21	0	11.21
1st April 2023 to 31st March 2026	26.58	4.86	0.62	0	27.20
1st April 2026 to 31st March 2031	35.22	4.21	3.50	0	38.72
1st April 2031 to 31st March 2041	78.11	4.30	3.00	0	81.11
1st April 2041 to 31st March 2051	83.40	4.06	0	0	83.40
1st April 2051 to 31st March 2061	92.30	5.09	3.00	4.72	95.30
After March 2061	61.00	2.41	0	0	61.00
Total as at 31.03.21	403.38		10.46		413.89

7. Prudential Indicators

7.1 Affordability

7.1.1 Actual and estimated ratio of financing costs to net revenue stream.

Ratio of Financing Costs to Net Revenue Stream		
	2020-2021 Estimate %	2020-2021 Actual %
Non-HRA	4.74	4.69
HRA	33.93	32.73

The indicator shows the proportion of income taken up by capital financing costs.

7.2 Prudence

7.2.1 The Capital Financing Requirement (CFR).

	31.03.19 Estimate £m	31.03.19 Actual £m
Non-HRA	271	266
HRA	142	144
HRAS	74	74
Total	487	484

The Capital Financing Requirement reflects the underlying need to borrow for capital purposes.

7.2.2 Gross Borrowing against the Capital Finance Requirement indicator.

To ensure that borrowing levels are prudent over the medium term the Council's external borrowing must only be for a capital purpose. Gross borrowing must not exceed the CFR for 2020-21 plus the expected changes to the CFR over 2021-22 and 2022-23 but can in the short term due to cash flows. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

£m	2020-2021 Estimate	2020-2021 Actual
Debt at 1 st April 2020	433	433
Expected Change in Debt	37	(19)
Gross debt at 31st March 2021	470	414
CFR	529	504
Under / (Over) borrowing	59	90

The Section 151 Officer reports that the authority had no difficulty meeting this requirement in 2020-21.

7.2.3 The Authorised Limit and Operational Boundary.

The Authorised Limit is the “Affordable Borrowing Limit” required by Section 3 of the Local Government Act 2003. The Council does not have the power to borrow above this level. The table below demonstrates that during 2020-21 the Council has maintained gross borrowing within its Authorised Limit.

The Operational Boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the Boundary is acceptable subject to the Authorised Limit not being breached.

The actual financing costs as a proportion of net revenue stream identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

	2020-2021 £m
Authorised Limit	569.00
Gross borrowing	413.84
Operational Boundary	517.00
Average gross borrowing position	423.89
Financing costs as a proportion of net revenue stream	7.63%

8. Leasing

No finance leases were negotiated during the year.

9. Rescheduling

No rescheduling was undertaken during the year.

10. Conclusion

This report demonstrates compliance with the reporting requirements of the CIPFA Treasury Management Code of Practice.

11. Recommendations

It is recommended that this report be received by the Cabinet.

Mae'r dudalen hon yn wag yn fwriadol

Investment Summary as at 31st March 2021

Carmarthenshire County Council

Totals			
Total	£116,000,000		
Calls & MMFs	£59,500,000	51%	
Fixed Deposits	£56,500,000	49%	
Specified	£116,000,000	100%	

Weighted Average			
Yield			0.06%
Maturity (Days)			
Total Portfolio	Total Portfolio	23.21	
Long Term			
AAA	-		1.00
AA	F1		27.31
A	F1		37.93
BBB	F2		0.00
CCC	C		0.00

Risk Factors			
< 1 year	£3,987	0.003%	
1 - 2 years	£0	0.000%	
2 - 3 years	£0	0.000%	
3 - 4 years	£0	0.000%	
4 - 5 years	£0	0.000%	
Total Portfolio	£3,987	0.003%	

Maturity Structure			
< 1 Week	£59,500,000	51%	
< 1 Month	£44,500,000	38%	
2 - 3 Months	£5,000,000	4%	
3 - 6 Months	£0	0%	
6 - 9 Months	£7,000,000	6%	
9 - 12 Months	£0	0%	
12 Months+	£0	0%	
Total	£116,000,000	100%	

SLY Model

Carmarthenshire County Council

31/03/2021

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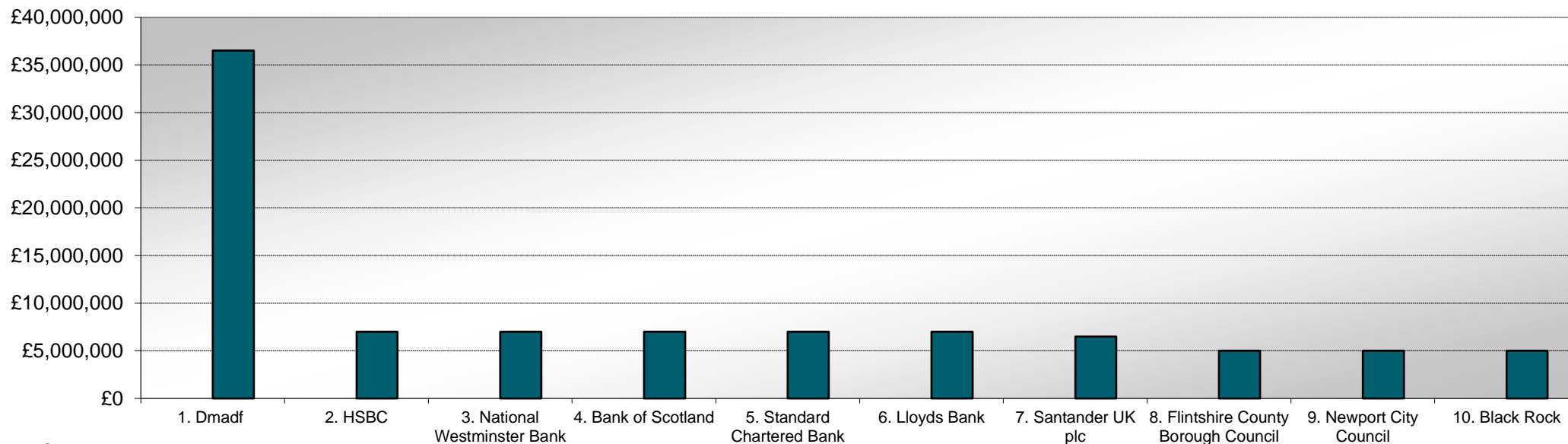
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Mae'r dudalen hon yn wag yn fwiadol

Top 10 Counterparty Holdings

Carmarthenshire County Council

Counterparty	Principal	% of Total Holding	WAM (Days)	WAYield	WADefault
1. Dmadf	£36,500,000	32.30%	25	0.00%	0.001%
2. HSBC	£7,000,000	6.19%	1	0.03%	0.000%
3. National Westminster Bank	£7,000,000	6.19%	183	0.11%	0.047%
4. Bank of Scotland	£7,000,000	6.19%	1	0.01%	0.000%
5. Standard Chartered Bank	£7,000,000	6.19%	1	0.10%	0.000%
6. Lloyds Bank	£7,000,000	6.19%	1	0.10%	0.000%
7. Santander UK plc	£6,500,000	5.75%	1	0.58%	0.000%
8. Flintshire County Borough Council	£5,000,000	4.42%	54	0.03%	0.002%
9. Newport City Council	£5,000,000	4.42%	19	0.05%	0.001%
10. Black Rock	£5,000,000	4.42%	1	0.01%	0.000%



Mae'r dudalen hon yn wag yn fwiadol

CYFARFOD Y CABINET

13 MEDI 2021

ARDAL TY-ISA/HEOL YR ORSAF

Diben:

Pwrpas yr adroddiad hwn yw:

- Tynnu sylw at y gwaith sydd wedi'i wneud hyd yma a nodi'r gwaith dymchwel arfaethedig o fflatiau gwag yn y 4 Tŷ;
- Amlinellu blaenoriaethau allweddol eraill i symud y rhaglen newid yn ei blaen;
- Cadarnhau'r ymarfer rhagarweiniol i brofi'r farchnad i bwysu a mesur agwedd y farchnad eiddo at ddatblygu tai cymysg a denu buddsoddwyr o bosibl. a
- Cytuno ar y trefniadau llywodraethu i sicrhau bod y rhaglen yn cael ei chyflawni mewn modd amserol a chynhwysol.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

1. Nodi'r cynnydd a wnaed hyd yma, a chymeradwyo gan gynnwys dymchwel a chlirio safle'r "4 Tŷ";
2. Nodi a chymeradwyo'r blaenoriaethau allweddol;
3. Cytuno ar ymarfer rhagarweiniol i brofi'r farchnad a'r llyfryn marchnata cysylltiedig; a
4. Cytuno ar drefniadau llywodraethu'r rhaglen yn y dyfodol.

Y Rhesymau:

- Dangos bwriad drwy ddymchwel a chlirio safle'r "4 Tŷ";
- Tynnu sylw at y blaenoriaethau allweddol, gan ystyried y cynnydd a wnaed hyd yma;
- Bellach mae'n bryd bwrw ymlaen â phwyso a mesur y farchnad datblygu eiddo preswyl er mwyn llywio sut rydym yn symud datblygiad preswyl ffisegol yr ardal yn ei flaen; ac
- Er mwyn ysgogi strwythur llywodraethu newydd i sicrhau bod y rhaglen yn cael ei chyflawni mewn modd amserol a chynhwysol.

Angen ymgynghori gyda'r Pwyllgor Craffu Perthnasol - OES – Craffu Cymunedau ac Adfywio

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 Cyngorydd Ann Davies (Deiliad y Portffolio Cymunedau a Materion Gwledig) a'r
Cyngorydd Linda Evans (Deiliad y Portffolio Tai)

<p>Y Gyfarwyddiaeth</p> <p>Cymunedau</p> <p>Enw Pennaeth y Gwasanaeth:</p> <p>Jonathan Morgan</p> <p>Awdur yr Adroddiad:</p> <p>Jonathan Willis</p>	<p>Swydd:</p> <p>Pennaeth Cartrefi a Chymunedau Mwy Diogel</p> <p>Rheolwr Cyngor a Chymorth Tenantiaeth</p>	<p>Rhifau Ffôn a Chyfeiriadau E-bost:</p> <p>01267 228960/ JMorgan@sirgar.gov.uk</p> <p>01554 899232/ JNWillis@sirgar.gov.uk</p>
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EXECUTIVE SUMMARY

CABINET MEETING 13TH SEPTEMBER 2021

TYISHA/STATION ROAD AREA

1. What is the purpose of this report?

The purpose of this report is to:

- Highlight the work that has been carried out to date and note pending demolition of the vacant flats in the 4 Ty's;
- Outline other key priorities to move the programme of change forward;
- Confirm the soft market test approach to gauge the residential market's attitude to the mixed tenure housing development and potential to attract investors; and
- Confirm the governance arrangements moving forward to ensure the programme is delivered in a timely and inclusive way.

2. What is the context?

The Tyisha area in Llanelli provides a vital link between our exciting plans for the proposed Pentre Awel Village and Llanelli Town Centre.

One of our key objectives is to develop a transformational plan to address the significant issues affecting the Tyisha community, that will result in making Tyisha a vibrant place for people to live and work.

A Steering Group has set up to drive through this agenda with membership drawn across a number of stakeholders including Executive Board Members, County Councillors, the Town Council, members of the local community, a local Housing Association, the Police, Fire Service as well as senior officers from a range of Council departments. This is currently supported by a dedicated Programme Manager and support team in the Homes and Safer Communities Division.

To start the work, the group commissioned a "Planning for Real" consultation and engagement exercise involving the community. The purpose of the exercise was to inform future plans to improve not only the physical environment but also to address the historic socio-economic issues. The exercise, and feedback from the Steering Group, has helped develop the following vision for the area:

"Deliver new housing of a different tenure, new mixed-use developments, more community facilities and improved environmental conditions. This in turn will support the improvement of the social and economic profile of the area and provide opportunities for education, training, and employment"

The exercise also identified the following specific issues as important:

- Addressing low demand in current housing accommodation at the 4 Ty's and Clos Sant Paul;
- Improving the environment in general, including addressing the issues of traffic, parking, litter, fly tipping and dog fouling;
- Tackling drug taking/anti-social behaviour and crime; and
- Creating more opportunities for community facilities, education, training and employment.

3. What has been the progress to date?

Several of the key aspects of the programme for change have been progressed, in spite of the COVID pandemic over the last 12 months or so, and this has been underpinned by:

- The Community Steering Group continuing to meet to assess delivery against the Planning for Real objectives.
- Four workstreams have been formed, with partners, to progress the specific priorities; and
- A dedicated team of officers are in place to implement changes.

Additionally, the Council has recently submitted an application under the UK Government's Community Renewal Fund (CRF) (revenue) for funding to support a feasibility study to develop a future project proposal for Llanelli for submission under the UK Government's Levelling Up Fund (capital).

The proposal in question is made up of three elements:

- Phase 2 development of the Llanelli Goods Shed project;
- A placemaking scheme connecting Pentre Awel and Tyisha with Llanelli town centre, encompassing a range of public realm improvements, cycling and pedestrian infrastructure and environmental enhancements; and
- Enhancements to Llanelli Train Station to improve accessibility and support sustainable transport.

The elements have been identified as key to creating a sense of place in Llanelli through regenerating historic buildings to create community facilities for residents. It will also improve transport infrastructure and linking Llanelli town centre, Tyisha and South Llanelli, while strengthening accessibility and connectivity from the town centre to the Millennium Coastal path.

If successful with the CRF application preparatory study and feasibility work will be undertaken over the next few months, placing the Council in a stronger position to apply for the next round of the Levelling Up Fund.

More specific progress is outlined in the following table:

Action identified	Progress
Initiate a framework of ongoing consultation with residents, businesses, and other stakeholders.	A Communications and Engagement Plan has been developed and monitored through the Steering Group. A communications officer has been appointed and a range of methods/initiatives have been introduced to engage with the community. This will be further developed and delivered in the coming months.
Commence an Early Market Engagement exercise to identify a potential development partner to deliver tenure change and “a sense of place”.	We are now in a position to commence the exercise. There is further information in the next section and a marketing brochure has been attached which was developed by the Communications team.
Engage with the residents of the 4 Ty’s and Clos Sant Paul block to discuss their housing needs with a view of re-housing.	All residents have now left the 4 Ty’s and Clos Sant Paul and have received a package of support in finding alternative, suitable accommodation. All leaseholders have accepted the appropriate compensation. A tender document has been released and demolition, clearance and on site work, is likely to begin in July 2021.
Decommission the current temporary and supported accommodation in Station Road and provide smaller more dispersed housing in and around the Llanelli area.	A procurement exercise in relation to temporary accommodation has commenced. An action plan will be initiated which will include a phased approach over an 18-month period. This is due to the current demands on homelessness services, vulnerability and support needs of the occupants.
Undertake focused advice and, where necessary, enforcement action involving private rented and empty properties to improve management standards and associated anti-social behaviour in the area.	<p>This work has been interrupted as a result of COVID-19, but specialist resources have now been deployed to re-instigate the work.</p> <p>Private landlords will be consulted with the aim to improve standards. Proactive visits have commenced with the priority given to higher risk accommodation. Enforcement action will be taken on those who do not comply with the standards. The project will look to introduce a new licensing scheme which will link to the accreditation standards.</p>

<p>Undertake focused activity to improve street scene and environmental issues which will involve targeting enforcement action where there are hotspots for fly tipping, littering and dog fouling.</p>	<p>Our Housing and Waste teams have created a project partnership with the aim of tackling environmental issues such as fly tipping and dog fouling. CCTV and surveillance in the area has commenced with a view to take legal proceedings against those committing the offence(s).</p> <p>Members of the team are also being proactive to increase the Council's visibility in the area while providing an excellent opportunity for community engagement and advice and support on waste disposal.</p>
<p>Pro-actively work with the police and other agencies to tackle public order, drug, and alcohol issues.</p>	<p>Dyfed Powys Police have initiated a Crime and Disorder workstream with the aim to tackle and prevent anti-social behaviour, drug misuse and other crimes. A range of actions have been developed including strategic intelligence raids to tackle narcotic supply and demand. Other actions include; public awareness and increased visibility, support through the mobile police unit, targeted stop and search and increased safety provisions for victims of crime.</p> <p>We recently appointed two dedicated Community Wardens, who will work within the Tyisha area to tackle antisocial behaviour, enforcement as well as being key to the community engagement. The Wardens have reinstated Neighbourhood Watch Schemes and provide active support to the coordinators and residents of the groups as well as being a conduit to the Police.</p>
<p>Work with Regeneration teams to encourage new business opportunities, bringing back into use vacant premises.</p>	<p>Work is continuing between the teams to deliver the economic development strategy for Llanelli.</p> <p>The Regeneration team have provided access to funding for businesses across Station Road. This has seen an improvement in the appearance and refurbished of empty, derelict buildings to create modern commercial space and much needed residential units.</p>
<p>Explore the feasibility of developing a community hub to provide a range of services such as early years family support, youth support, employability, education and training.</p>	<p>We have jointly recruited with Children's services a Project Development Officer who will lead on delivering a new community hub. This will encompass education, training and employment opportunities, as well recreational facilities for all ages to enjoy and thrive as part of their community.</p>

	Work has commenced at the Grade 2 listed derelict Goods Yard at Marsh Street. The building will include space where our own tenants can meet for activities, recreational and leisure facilities as well as office space to hold meetings for advice and support.
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Key recommendations:

- Highlight the work that has been carried out to date and note pending demolition of the vacant flats in the 4 Ty's;
- To note and approve the key priorities moving forward; and

4. What will assessing the market interest look like?

To move things forward to deliver the vision we need to engage the market to consider new tenures, how the new homes are delivered and creating a far better sense of place.

Given the nature and scale of the project, the proposed approach is a 'soft market' test to research the market's attitude towards the development. This is not a formal procurement exercise but is an invitation to potential partners and interested parties to give us their views on the attractiveness of the development opportunity and the challenges the delivery of new tenures and a sense of place poses.

Given the status of the process, the invitation to comment will not be placed on Sell 2 Wales, but will be widely advertised through a media campaign and professional networks. The process will be open for four weeks from the date of publication. The contributions will then be assessed and used to drive the second stage of partner selection.

Given this is a Council initiative, the Council will be solely responsible for making the appointment of any potential partner.

Key recommendation

Confirm the soft market test approach to gauge the residential market's attitude to mixed housing development and potential to attract investors.

5. What are the future governance arrangements for the programme?

The following provides details of the proposed governance arrangements moving forward.

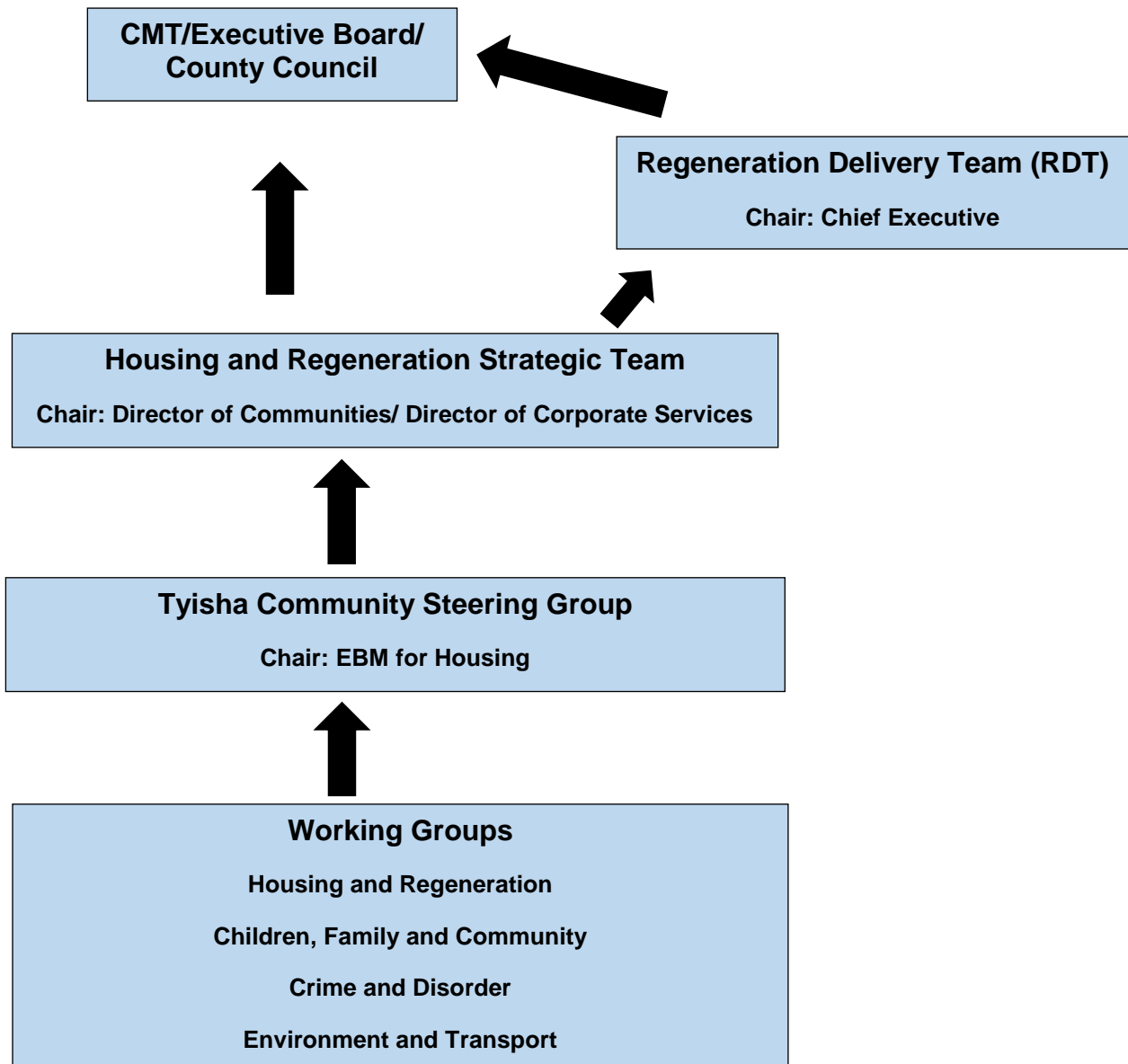
It has been set up to ensure:

- the Community Steering group is more representative of local interests;
- the Programme Board is held to political account for delivering the key actions;
- key links will continue with Pentre Awel and Llanelli Town Centre proposals; and
- the programme links in with the wider housing and regeneration governance arrangements.

Key recommendation

Confirm the governance arrangements moving forward to ensure the programme is delivered in a timely and inclusive way.

Housing and Regeneration Governance Structure



DETAILED REPORT ATTACHED ?

YES - Early Market Engagement Document

IMPLICATIONS

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

Signed: **Jonathan Morgan** **Head of Homes and Safer Communities**

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

1. Policy, Crime & Disorder and Equalities

The proposals for the Station Road area form is a key priority in the Council's Five-Year Plan. The proposals outlined aim to address crime and disorder in the long term.

There are no notable policy conflicts to regeneration proposals and seek to satisfy the policies and provisions of the Local Development Plan as a whole.

This programme is a good example of how we are using the five ways of working with communities to respond to local issues as outlined by the Well-being and Future Generations Act.

Dyfed Powys Police and the Crime Commissioner have indicated a commitment to provide funding to support community-based activity with a focus on participation and engagement. Proposals for utilising this funding are currently being developed through the Carmarthenshire Safer Communities Partnership.

2. Legal

To address issues evident in the private rented sector the Council will use various powers delegated to officers to deal with street scene, poor management of private rented and vacant empty property. This may include the need to acquire properties using the power of Compulsory Purchase.

The Council's legal team will be involved and consulted as proposals develop and be represented on the Programme Board.

3. Finance

The Council's New Build Programme (Housing Revenue Account) has allocated £9.3 million specifically for the Station Road area to assist in its regeneration.

An application has also been made to UK's Government Community Renewal Fund for a feasibility study that could result in future Levelling- Up funding being made available

A more detailed financial assessment forms part of work undertaken by partners and when this is available, we will work with the Council's Finance teams to inform further reports. A finance representative will be a member of the Programme Board.

5. Risk Management Issues

The area is the gateway into the Town Centre and links to the significant regeneration proposals planned at Pentre Awel. Failure to develop these ambitious proposals presents a risk to the success and viability of regenerating the Town Centre and the development of the Wellbeing Village.

It is proposed to decommission current supported and temporary accommodation arrangements. Alternative arrangements will also involve the commissioning of small units of accommodation, 3 or 4 bed spaces, which will be evenly dispersed in other areas where there is a need. This more dispersed option will be easier to manage and prevent the problems that have occurred as the result of a concentration in one area.

6. Physical Assets

Any impact on physical assets will be subject to consultation and engagement with residents.

7. Staffing Implications

Further resources will be identified as plans develop, with input from appropriate Human Resource Leads. The input and contribution of the existing support team will be reviewed in line with the demands of the workstreams' objectives.

CONSULTATIONS

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

Signed: Jonathan Morgan

Head of Homes and Safer Communities

1. Scrutiny Committee

Community and Regeneration Scrutiny Committee – 9th August 2021

Members of Community and Regeneration Scrutiny Committee were fully supportive of what is being proposed

2. Local Member(s)

The Local Members for the Tyisha ward took part in the significant community engagement exercise in May 2018 and fully participate in the Community Steering Group.

3. Community / Town Council

There is Town Council representation on the Community Steering Group.

4. Relevant Partners

A Community Steering Group has been set up, led by the Executive Board Member for Housing and supported by the Executive Board Member for Communities and Rural Affairs, The group also consists of local members, officers, and key partners and they have been involved in developing the proposals.

5. Staff Side Representatives and other Organisations

As above.

**EXECUTIVE BOARD PORTFOLIO
HOLDERS AWARE/CONSULTED:**

YES

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
Planning for Real Report September 2018	Housing General Files	Via Homes and Safer Communities Division, Eastgate Offices, Llanelli

Mae'r dudalen hon yn wag yn fwriadol

Tyisha is changing

Testing the Market



May 2021 carmarthenshire.gov.wales/tyisha



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Foreword

As part of a wider re-development scheme for the whole of Llanelli, Carmarthenshire County Council is committed to regenerating the Tyisha ward.

This will be done on a number of different levels including the demolition of outdated apartment blocks and the building of brand new properties. These mixed tenure developments will provide opportunities for first time buyers, families and those needing social housing. We will also strive to improve the visual amenities in the area by providing more green spaces, a social and economic hub at the heart of the community and an array of exciting environmental improvements.

Side by side with these physical improvements we will also intensify the delivery of our family support services, skills development provision and outreach work so that we can work with the local community in Tyisha to meet their needs and aspirations.

We are now inviting declarations of interest from partners to work with the Council to carry out the physical improvements outlined in this brochure. This is an exciting opportunity to be at the forefront of transformational change in an area that is in need of social and economic investment.

The political will is to be bold and radical in our thinking and to grasp the opportunity to make lasting change. It is imperative that we take the community and all interested parties with us on this journey which will consequently improve the long-term prospects and life chances of so many people living in the ward. They told us in a consultation carried out, that they wanted better housing provision, more job opportunities, a cleaner environment and a safer place to live. We are now ready to deliver on these ambitions.

***This is a once in a generation opportunity to make a difference –
let's make it happen and let's make it a success!***



Jake Morgan

Director of Community Services,
Carmarthenshire County Council



Cllr Linda Evans

Executive Board Member
for Housing and chair of
the Tyisha Steering Group



Cllr Ann Davies

Executive Board Member
for Communities and
vice-chair of the Tyisha
Steering Group

Llanelli is changing

We are committed to the development of Llanelli as a great place to live and work. The regeneration of Tyisha is central to this.

Llanelli has a proud past and a vibrant future. Set in the beautiful natural environment of the Burry Estuary and with unrivalled views of the Gower, Llanelli's heritage ranges from the centre of the steel and tin plate works, historic buildings and museums to the world-famous Scarlets rugby club. Llanelli's new identity will build on and enhance its illustrious past.

This includes the re-invention of the town centre to the dynamic Pentre Awel village on the coast, as well as promoting its cultural and sporting heritage such as Parc Howard and Parc Y Scarlets.

This commitment is demonstrated by the multi million pound investment in the Town Centre resulting in a new cinema complex, state of the art theatre and new shopping and residential opportunities. All of this while protecting a proud industrial heritage with quality refurbishment projects such as Buckleys Brewery.

Just over a mile away to the south, £200m is expected to be spent on the Pentre Awel village. Set in an outstanding natural environment, this exciting development includes new leisure, care, residential and educational facilities.

We've also submitted an application under the UK Government Community Renewal Fund to develop future project proposals. These will include; improvements to the Llanelli Good's Shed, placemaking at Pentre Awel, Tyisha and Llanelli Town Centre which will encompass a range of realm improvements, cycling pedestrian infrastructure, environmental enhancements and improvements around accessibility for Llanelli train station. All of these will create a sense of place, regenerate historic buildings and strengthen accessibility and connectivity between the Town Centre, Pentre Awel, coastal park and Tyisha.



Discovery Centre, MCP



Eastgate Development

These extensive developments are central to delivering Llanelli's future. The area is well served by strategic road and rail links. Llanelli railway station and the coastal link road serve the area at the southern end of the development site. The railway station is identified for investment in the current Transport for Wales plans for 2023. The link road provides access to the M4 via the A4138 or the A484.

The historic station and nearby goods yard have already attracted significant investment to protect the area's heritage for the future. A brand new state of the art primary school has recently opened. Building on this, we are committed to working closely with the community and local businesses to improve both Station Road and the surrounding residential streets. This is a key part of our strategy to secure a vibrant future for the town.

Tyisha is front and central in our plans



Tudalen 215

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Parc Y Scarlets



Millennium Coastal Park

The Vision for Tyisha

Page 108

We are not shying away from the problems and challenges the area faces. Tyisha has a strong community that has suffered more than most from post-industrial decline. The area has social, economic and physical infrastructure challenges that we are committed to addressing.

The Tyisha electoral division has a population of just over 4,000 people housed in an area of 0.63 km². This represents a density of 6,586 per square kilometer, the highest population density in Carmarthenshire. The largest section of the community by age is those between 45-64. Overall, 34% of the 16-74 community have no qualifications and 27% have a limiting long-term illness.

In terms of the housing stock, 63% is terraced housing, while 25% are flats. Just over 37% of the community rent their home.

The average household income is £17,981, which is the lowest in Carmarthenshire and 42% below the county average. Unemployment is twice the rate elsewhere in the County.

Tyisha 2 (the area around Ann Street) is the most deprived area in the County and 55th overall in Wales (out of 1909 lower super output areas).

The main redevelopment sites (4 Ty's and Clos St Paul) total around 15 acres, but more land could be available on adjacent sites if it furthers the strategic objectives of the programme and maximises the value of the redevelopment.

In the summer of 2018, we initiated a Planning for Real exercise where we canvassed the views of local residents and businesses to identify the key issues facing Tyisha and suggestions for improvement. Our actions had to be grounded in how the community felt about their area and what they wanted to see happen.

We pledged to do this together.

The community told us that they wanted action on the following:

- Community safety
- The environment
- Leisure and recreation
- Housing
- Traffic and transport
- Community facilities
- Health and well-being
- Work, training, skills and education



NOT FOR PUBLICATION

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Based on what we were told, action was needed on a range of social, environmental and physical issues.

This directly informed the vision which commits us to...

“

Deliver new housing of a different tenure, new mixed-use developments, more community facilities and improved environmental conditions. This in turn will support the improvement of the social and economic profile of the area and provide opportunities for education, training and employment

”

In other words, we want to make Tyisha a better place to live and work.

We have listened and we are committed to act on what we have been told. Work is well underway, through the Community Steering Group (a multi-agency collaboration), to enhance the partnership between the Council, the Community and other key stakeholders. The aim is to deliver first class local services together as well as to oversee the delivery of new homes set in a better, cleaner, and greener environment.



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We have made a start by working together to:

- Tackle drug taking and dealing with anti-social behaviour and crime.
- Improve the environment, including addressing the issues of traffic, parking, litter and fly-tipping.
- Improve management and standards of private rented accommodation and tackling empty and derelict property.
- Create more community facilities and opportunities for education, training and employment.

The Tyisha community has faced some serious problems. These require some substantial solutions. While the new homes and attractive environments are central to our plans, this project is inevitably about the residents. We are keen to ensure we deliver the infrastructure to support the sustainability of the area – including facilities to support community cohesion, training, jobs and educational opportunities.

All of this is required to address the levels of poverty and social deprivation in the area. However, this should not belie the fact that there are some tremendous opportunities to work with a proud and resilient community to ensure the future is bright. We are united in our determination to make Tyisha a better place to live and work.

Where we are

While partners are working closely together, and with the community, delivering better local services, there is no doubt that the housing stock and surrounding environment requires substantial investment and remodeling.

The immediate issues include:

- A tenure imbalance. There is a significant amount of private and social rented property. This has led to a more transient community with fewer permanent residents.
- A high density of small homes with insufficient green and communal space resulting in few opportunities for the community to interact and enjoy quality common areas.
- Older, energy inefficient, housing stock
- Low property values
- Low demand social housing that is past its best
- Little mixed-use space and commercial space
- Limited community facilities to support the wider economic regeneration of the area.



Better housing in a better environment

We want to support a more permanent community which will support a reduction in crime and address the drug and alcohol issues. We think this can be achieved by addressing existing social housing sites which are in low demand. The introduction of owner occupation and low-cost ownership at key sites will help deliver more permanent residents with a long-term stake in the area.

This needs to be addressed through a programme of demolition and rebuild. Not only will this deliver good quality, modern, energy efficient homes but also rebalance tenure in the area. We also want to address the physical density by promoting good design principles based around green communal space.

Our ambitious plans to regenerate the area include the delivery of new homes and improving the built environment. We want to support the delivery of new mixed tenure housing (around 120 homes) and are seeking to form a redevelopment partnership to help design and build a new Tyisha. To support this, we are committed to providing financial and non-financial support to meet our aims. This could include strategic acquisition and disposal of properties and potential grant funding such as Social Housing Grant.

Our focus involves re-developing the area around the train station and existing social housing sites along Station Road.

We are now looking to gauge the appetite of the residential development market to deliver our ambitions. This is a market testing exercise where we are seeking potential partners to help us deliver our ambitious plans to regenerate the Tyisha area, creating new mixed tenure housing and improvements to the urban and built environment.



NOT FOR PUBLICATION

Station Road

Tudalen 220

[carmarthenshire.gov.wales/tyisha](https://www.carmarthenshire.gov.wales/tyisha)

Regenerating Tyisha

The site is made up of Council owned land spanning through Station Road and branching onto the adjacent road, Great Western Terrace.

We are seeking your views on how we:

- Develop and deliver a mix of house types and tenures such as affordable housing (shared ownership) and social housing consisting of mainly 2 and 3 bedroom homes. This will need to be balanced taking into consideration the demographic profile of the area.
- Build on our vision we want to create a better place to live by improving the general environment through landscaping, green space and tree planting.

It is envisaged current properties will be demolished, and the land will be cleared by us before new development commences. The illustration gives some idea what it could look like, but we would like a partner to develop their own ideas. Other sites could be acquired and form part of the project.

Our view is we would develop a more equal tenure split between owner occupation, market rent/low-cost home ownership, and social rent.

In terms of size of homes, we suggest:

- 50% 2 bedroom;
- 30% 3 bedroom;
- 20% 1 bedroom and 4 bedroom;



A partner would need to apply the current available housing need information to balance the housing need for the area and financial viability of the overall scheme.

A further substantial opportunity also rests in the old Copperworks school site. While the school has been recently replaced with a £15m investment at the new site of Ysgol Pen Rhos, the redundant building represents a rich and passionate past. It was the first primary school in Llanelli and also the site of the first welsh medium school in the area. Plans will need to be bought which fully respect the past while maximising the site's value for the future. Alongside the investment to improve the train station (on the Fishguard to London main line) and redevelop the grade one listed goods yard (for community led use), this represents a tremendous opportunity to help reshape the area.

We are also working closely with the Town Council and others to improve local transport links and the traffic flow. This is central to our plans to ensure the connectivity of Tyisha.

Tyisha going forward will not only be about the physical redevelopment opportunities. The impact of any development must focus on what it delivers in terms of the well-being of future generations. This includes sustainable community facilities to support children and families, skills and training opportunities, educational programmes and well paid jobs.

The planning for real exercise identified the need for additional community facilities. This includes delivering local services to support the most vulnerable and will help in securing the future of the area. These include early years, family, youth, and employment support. Discussions will be ongoing in terms of primary care health support as there is no GP presence in the area.



Ysgol Pen-Rhos



Ysgol Pen-Rhos

A design concept – an exciting potential

The Community have indicated that a potential solution may involve a “boulevard” from the railway station into the town with new housing, green space and tree planting lining the route. We have done some thinking on what the area could look like. This is not set in stone as we would expect a development partner to bring forward their own design principles and concepts. However, whatever is delivered would require the ascendance of the local community. This must focus on a clean and green environment with high quality communal interactive areas and a modern street feel.



Station Link

Tudalen 223

carmarthenshire.gov.wales/tyisha

Next steps

I would like to take the opportunity to thank you for your interest in Tyisha.

We plan to deliver a comprehensive re-development of the Tyisha ward, building on the strengths of the community and transforming the housing opportunities and environment across the ward which will later link in with the Pentre Awel development and transformation of Llanelli Railway Station. This will transform the area and help it to become a vibrant place to live and work.

We are looking to test the market appetite and the deliverability of the programme included within this statement. We will invite organisations who are innovative and have a proven track record in delivery for further discussions on what added value they feel they can bring to this transformational development. This market testing will inform the Council's decision on the most appropriate and effective way to deliver the project with a partner.

I would like to hear from you how we can work most effectively together to deliver the best possible re-development. What's important is ensuring that we efficiently deliver the comprehensive re-development needed to ensure that Tyisha fulfils the enormous potential it has to be a thriving and prosperous community. We look forward hearing your views about this exciting and unique development.

We positively welcome your views

We would really like to know your views on the willingness and appetite of the residential property market to deliver this exciting redevelopment. If you would like to share your views and ideas, please complete the form and return to us.

You should carefully consider the supporting information before completing the response form. Whilst we have not included a word limit, please keep your responses as succinct and relevant to the project as possible. Marketing and supporting material should be uploaded as separate documents.

We reserve the right to enter discussion with interested parties in respect of their responses. If you are interested in participating in such discussion, please indicate your interest when submitting your response. It is anticipated that such discussion will take place via informal meetings.

The information you provide will be used and retained by us and will assist us to inform and shape the project. Consolidated contributions from this exercise may be published in a non-attributable form as part of further market consultation. Your response should specifically identify areas of proprietary or commercially sensitive information that you do not wish to be disclosed. The Council may ask respondents to clarify their submissions. Please direct any queries to **Jonathan Morgan**

Please submit all responses on email:

Tyisha@carmarthenshire.gov.uk

There are no tender documents available; submissions received will not be scored and will not form part of any evaluation process. Please note that this is not a call for tenders or a pre-qualification exercise. This early market engagement exercise will not be used for the purposes of short-listing at any later stage and non-participation will not restrict access to any future selection process. We reserve the final right to follow what we consider to be the most appropriate approach to market the project and will not meet any costs incurred by any party in responding to this early market engagement exercise.

Having considered all representations we reserve the right to package the requirement in such a way that we believe offers the most cost effective, sustainable solution.

Key questions to consider

1. What appetite do you have to deliver this project?
2. Do you perceive there are any barriers or risks to delivering the project?
3. What solutions or different approaches would you suggest to addressing these barriers and to manage these risks?
4. What funding structure and sources would you envisage to deliver the project in order to minimise the call on the public purse?
5. What funding expertise and funding sources can you contribute to the project? Can you describe the factors that influence the confidence that the financing options you have identified are viable and sustainable for this type of project?
6. What could we do to support the delivery of the project?
7. What long-term impact do you believe any future partnership should be aiming to deliver?
8. We welcome any comment on the proposals or alternative proposals as part of the market testing exercise. We are particularly interested for your view on the attractiveness of this project to the market and how it can be improved.



NOT FOR PUBLICATION



Tudalen 226

[carmarthenshire.gov.wales/tyisha](https://www.carmarthenshire.gov.wales/tyisha)

Mae'r dudalen hon yn wag yn fwriadol

CYFARFOD O'R CABINET

2 MEDI 2021

CARTREFI CROESO

Y Pwrpas:

Sefydlwyd Cartrefi Croeso, y Cwmni Tai Lleol yn 2018, i gefnogi'r Cyngor i ddarparu cartrefi fforddiadwy i'w gwerthu a'u rhentu. Roedd hyn er mwyn sicrhau bod gan y Cyngor amrywiaeth o opsiynau i gyflawni ei ymrwymiad i ddarparu cartrefi fforddiadwy wrth ddiwallu'r anghenion a'r dyheadau am dai, gan gefnogi twf economaidd ac adfywio strategol.

Pwrpas yr adroddiad hwn yw rhoi'r wybodaeth ddiweddaraf i'r aelodau am y canlynol:

- y cynnydd a wnaed gan Cartrefi Croeso hyd yma;
- bod Cyngor Sir Caerfyrddin bellach yn y sefyllfa orau i ddarparu ein rhaglen cartrefi fforddiadwy deiliadaeth gymysg o ganlyniad i newid yn y fframwaith polisi a'r datblygiad sylweddol o ran sgiliau a chapasiti yn y tîm mewnol; ac
- argymhellion ar rôl Cartrefi Croeso yn y dyfodol a pham.

Yr argymhellion / penderfyniadau allweddol sydd eu hangen:

1. Nodi'r cynnydd sydd wedi'i wneud hyd yma ar ddatblygiadau tai fforddiadwy deiliadaeth gymysg Cartrefi Croeso.
2. Cadarnhau bod y Cyngor yn ymgymryd â'r holl ddatblygiadau tai fforddiadwy deiliadaeth gymysg yn y dyfodol a bod Cartrefi Croeso, fel Cwmni, yn cael ei ddynodi yn segur ond yn parhau i fodoli ar gofrestr y cwmnïau yn Nhŷ'r Cwmnïau.
3. Gweithredu'r broses gyfreithiol ar gyfer Cartrefi Croeso i roi'r gorau i fasnachu ond cael ei gadw fel Cwmni "segur", rhag ofn bydd y Cyngor am werthu cartrefi drwy'r cyfrwng hwn rywbyrd yn y dyfodol;
4. Caniatáu i'r Prif Weithredwr, ar ôl ymgynghori â Chyfarwyddwr y Gwasanaethau Corfforaethol, ac yn unol â'r trefniadau dirprwyo presennol, i weithredu ar ran y cyfranddaliwr (y Cyngor) mewn perthynas â'r Cytundeb Cyfranddaliwr.

Y Rhesymau:

- Sicrhau bod yr aelodau'n ymwybodol o nifer y datblygiadau tai fforddiadwy a gychwynnwyd gan Gartrefi Croeso a'r cynnydd a wnaed hyd yma;
- O ganlyniad i amgylchiadau gwahanol i'r hyn a oedd ar waith pan sefydlwyd Cartrefi Croeso yn y lle cyntaf, amlinellu sut y bydd y Cyngor yn awr yn arwain ar bob datblygiad tai fforddiadwy deiliadaeth gymysg yn y dyfodol o ganlyniad i ddatblygu ein sgiliau a'n capasiti yn sylweddol ar gyfer y dyfodol. Bydd hyn yn parhau i ganiatáu darparu cartrefi fforddiadwy newydd a fydd yn cyfrannu'n sylweddol at adferiad economaidd y Sir, ar ôl COVID;
- Sicrhau y gallwn barhau i ddefnyddio'r cwmni, rhywbryd yn y dyfodol, pe bai'n cael ei ystyried yn briodol gwneud hynny.

Angen ymgynghori â'r pwyllgor craffu perthnasol:
Oes – Pwyllgor Craffu Cymunedau ac Adfywio – 9 Awst 2021

Angen i'r Cabinet wneud penderfyniad Oes

Angen i'r Cyngor wneud penderfyniad Nac Oes

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

Y Cyng. Linda Evans (Deiliad y Portffolio Tai)

Y Gyfarwyddiaeth

Cymunedau

Awdur yr Adroddiad:

Jake Morgan

Swyddi:

Cyfarwyddwr y
Gwasanaethau Cymunedol

Rhifau Ffôn / Cyfeiriadau E-bost:

(01267) 244697
JakeMorgan@sirgar.gov.uk

EXECUTIVE SUMMARY

CABINET MEETING 13TH SEPTEMBER 2021

CARTREFI CROESO

1. What is the purpose of this report?

Cartrefi Croeso, the Local Housing Company, was first established in 2018, to support the Council in delivering affordable homes for sale and rent. This was to ensure that the Council had a range of options to deliver on its affordable homes' commitment in meeting affordable housing need and aspiration, supporting economic growth and strategic regeneration.

The purpose of this report is to update members on:

- the progress made by Cartrefi Croeso to date;
- CCC now being best placed deliver our affordable homes delivery programme as a result of a change in the policy framework and the significant development of skills and capacity within the in-house team; and
- recommendations on the future role of Cartrefi Croeso and why.

2. Background:

Providing more affordable homes has been a key a strategic priority for the Council for the last five years. We published our five-year vision¹ for increasing the supply of affordable homes in 2015. In 2016, we set out our first ambitious programme to deliver over 1000 additional affordable homes across the County². Additionally, in September 2019, we published our exciting plans to build over 900 new Council homes³.

Our initial plan to deliver over 1000 additional affordable homes was achieved nearly a year ahead of schedule. To date, CCC have delivered over 1100 additional affordable homes through a range of solutions including:

- bringing empty homes back into use;
- making more affordable homes available for letting through our in -house Simple Lettings Agency;
- increasing the Councils housing stock buy buying private sector homes;
- building new affordable homes; and
- securing affordable homes for low cost home ownership on private developments through the planning system (Section 106 contributions).

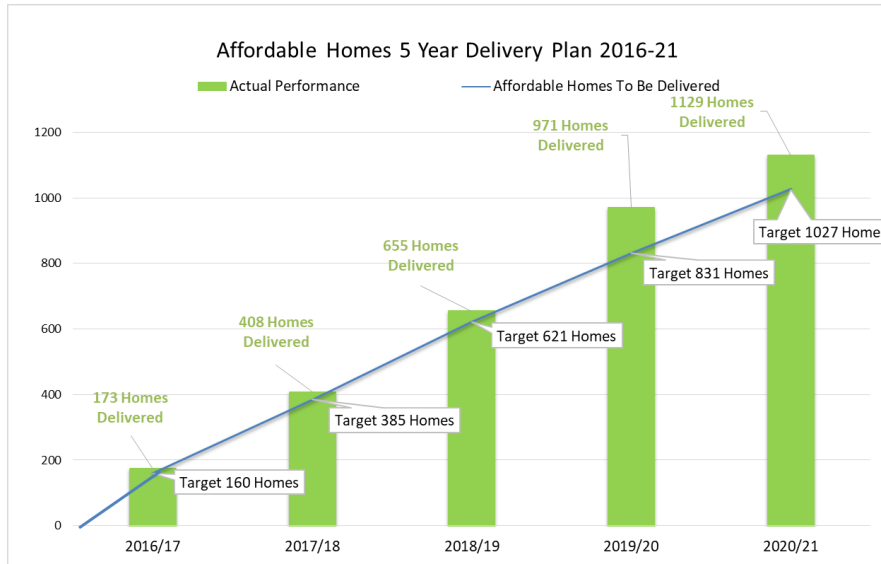
¹ Our Commitment to Affordable Homes – Agreed by Council in October 2015

² Affordable Homes Delivery Plan – Agreed by Council in March 2016

³ Building More Council Homes – Our Ambition and Plan of Action – Agreed by Council in September 2019

Figure 1 highlights the huge success CCC have had in affordable homes delivery over the last five years.

Figure 1- Affordable Home Delivery Between 2016-2021



3. What development progress has Cartrefi Croeso made to date?

Cartrefi Croeso has been commissioned in 2018 to develop **six** sites on a mixed tenure basis. These developments will deliver approximately 120 homes in our rural communities.

The company has made progress with each site, despite the significant restrictions imposed on the construction and development sector by the Covid 19 pandemic over the last 12 months. The progress is summarised below:

- **Land at Glanmor Terrace, Burry Port-** 32 home development, supported by the company securing Innovative Housing Programme funding of £4.7m. As this site was on HRA land and the development is 100% social rent for the Council, it was determined that the Council was best placed to oversee the construction of the development. This development is currently on site and will be completed in **2022**;
- **Land at Meidrim, Trelech-** specialist surveys have been undertaken to inform a scheme design for the site. Site proposals have been developed for 11 mixed tenure homes and a Pre-Application Consultation (PAC) report has been submitted to planning. The PAC highlighted highway issues which are currently being resolved before submitting outline planning consent;
- **Land adjacent to Llangadog Primary School-** specialist surveys have been undertaken to inform a scheme design for the development. Site proposals have been developed for 12 mixed tenure homes and submitted for PAC in February 2021. Planning consent will be submitted following the resolution of any issues raised by the PAC process;

- **Land at Maesgriffiths, Llansteffan-** the site has planning consent for the development of 16 mixed tenure homes. The current consent does not make the best use of the site. A value engineering and design review is now required to review the current design and planning implications of amending the current site proposals before commencing development works; and
- **Two further sites in the north of the County** are being worked up to PAC stage. This will result in a further 33 homes across both sites.

Recommendation 1

To note progress that has been made to date on Cartefi Croeso affordable housing developments.

4. The Function of Cartrefi Croeso and what has changed?

Cartrefi Croeso was established in February 2018 to further support the Council in delivering its ambition to build affordable homes for sale and rent. At the time the company was established the key drivers were:

- borrowing cap limits on the Housing Revenue Account (HRA) restricted the number of homes the Council could build itself;
- Cartrefi Croeso could help increase investment opportunities to deliver more affordable homes and stimulate the local housing market; and
- Cartrefi Croeso could be set up commercially to offer far more flexibility in delivering mixed tenure developments, selling affordable and open market homes.

Within 12 months of setting up Cartrefi Croeso, the HRA borrowing restrictions were lifted by Welsh Government. This enabled the Council to become even much more ambitious and build up the appropriate skills and capacity in the number of affordable homes it could deliver.

It was also noted that:

- as borrowing rules had changed, the Council had more flexibility in delivering more homes itself;
- bespoke type delivery partnerships with private sector would be needed for certain developments e.g. going out to market on Carmarthen West;
- the Council could directly access WG grant funding schemes e.g. £4.7m Innovative Housing Grant for the Glanmor Terrace Scheme in Burry Port;
- access to the Social Housing Grant programme would now be available to Councils from April 2021;
- the market continued to fail for smaller low cost home ownership initiatives, especially in rural areas, where the financial viability is very challenging; and
- different delivery vehicles were going to be needed moving forward.

Since being set up, and as a result the above factors, Cartrefi Croeso role changed to focus on:

- implementing a range affordable housing options, in addition to council housing, in rural towns and villages, delivering social value by making the best use of council owned land (as described in section 3);

There was a recognition, however, that the company may require subsidy to deliver these developments, subject to suitable business cases being agreed.

As a result of these changes the Council developed plans to build over 900 new homes itself. Completions are due shortly on Maespiode, Garreglwyd and Dylan, as well as being on site at Glanmor Terrace, with a further **six** developments due to be on site by Spring 2022. The in-house team are also involved in key Town Centre and Rural developments as well as key major projects such as Tyisha and Pentre Awel.

5. Future options for Cartefi Croeso?

It can be seen that a range of affordable homes delivery vehicles will be needed and the type of vehicles used will change over time, dependant on the circumstances.

One of the key factors of our successful delivery to date has been the Council's ability to be flexible with its delivery options, accessing finance and continuing to look at the best options moving forward.

Due to the development of skills and capacity in-house, and the recent retirement of the Managing Director of Cartrefi Croeso, it seems sensible again, to look at the options for delivering affordable housing.

Options

The options for consideration include:

a. Cartrefi Croeso to lead on all mixed tenure affordable housing developments.

Cartrefi Croeso could deliver all mixed tenure developments throughout the county, both large and small. This would include strategic developments like Carmarthen West and Pentre Awel, as well as small developments in rural areas.

This approach does not offer flexibility and would limit the Councils delivery options. This option should, therefore, be discounted as it would impact on the Councils abilities to deliver its strategic affordable housing priorities in terms of housing, regeneration and maximising housing's contribution to the economic recovery of the County, post COVID

b. Cartrefi Croeso being utilised as, and when, it is considered the most appropriate delivery vehicle.

This option would resemble our current approach. Cartrefi Croeso would be commissioned to develop small mixed tenure developments in rural areas where the market is failing, as there is no appetite from the private sector or housing associations to build without subsidy. The Company is not driven to make a profit and can, therefore, intervene where other partners are unable to deliver.

The most recent changes in HRA funding arrangements, however, now makes it more financially favourable for the Council to deliver mixed tenure developments, for rent and sale. Existing consents are already in place to dispose of homes at market value and structures can be developed where this is not the case. This has already begun on a small development in Llandovery.

Due to the Council's ability to now deliver mixed tenure developments for rent and sale, this option can also be discounted, as there is unlikely to be situations where Cartrefi Croeso offers any additionality and flexibility to what the Council can do itself, at the present time.

c. The Council taking on all future affordable housing developments and making Cartrefi Croeso "dormant".

This approach would mean the Council leading on all mixed tenure affordable housing developments.

This option would enable the Council itself to maximise all funding opportunities, plan, commission and deliver all affordable housing delivery throughout the county strategically. This option would significantly reduce the on-going costs of the Company whilst still giving the opportunity to utilise should future circumstances dictate.

Future circumstances in which we would consider using the company could be:

- Should borrowing rules change again;
- Should additional grant funding become available that cannot be directly utilised by the Council itself;
- Should it be more attractive in utilising the company to generate additional income and cross subsidising new private affordable homes and sub-market housing; and
- Should it be an appropriate delivery vehicle for more bespoke one-off developments, based on the circumstances/branding at the time.

Recommendation 2

To confirm that the Council takes on all future mixed tenure affordable housing developments and Cartrefi Croeso, as a Company, is made dormant but kept in existence on the register of companies at Companies House.

6. What will be the steps to make Cartrefi “dormant” for the foreseeable future?

Legislation allows a company to cease trading but remain dormant. Certain legal requirements would still need to be met even though the company is economically inactive. To render the company “dormant” the following applies. The Company will need to:

- pay all outstanding bills and cancel/novate all business contracts to the Council;
- reconcile amounts due from your customers and ensure all expected payments received. Any agreements with customers will need to be terminated;
- if applicable, pay any outstanding VAT due to HMRC and (usually) cancel the company’s VAT registration; and
- hold the business bank account(s) with minimal balances.

On-going costs for the Company whilst dormant would be £13 per annum to file annual confirmation statements on-line.

All the above actions are straight forward and could happen quickly.

The Articles of Association of Cartrefi Croeso, however, currently require a minimum of three non-executive directors to be always appointed, who will then be responsible for any ongoing legal compliance by the company. Companies House, however, only require one and this will be further considered as part of the process of making the company “dormant”.

It is also anticipated that the appointed Directors will not be remunerated moving forward and a process will also be confirmed to do this.

In order to ensure continuity, particularly around existing contractual arrangements in the short term, it is planned to appoint existing senior manager as an interim Managing Director on a half a day a week basis, from within the Council. This would not be remunerated but would form part of current responsibilities. The Chief Executive, in conjunction with the Leader, has the delegated authority to agree the process for this appointment.

Before implementing the above actions discussions/agreement would take place with the current Chair of the Company in the first instance.

Finally, should we wish to make the Company active again in the future, for whatever reason, the above steps can be simply reversed.

Recommendation 3

To implement the legal process for Cartrefi Croeso to cease trading but be retained as a “dormant” Company for foreseeable future, in case the Council wants to sell homes through this delivery vehicle at some point in the future.

Recommendation 4

To allow the Chief Executive, following consultation with the Director of Corporate Services, and in line with existing delegations to act on behalf of the shareholder (the Council) with relation to the Shareholder agreement.

DETAILED REPORT ATTACHED?

NO

IMPLICATIONS

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

Signed: **Jonathan Morgan** **Head of Homes and Safer Communities**

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

1. Policy, Crime & Disorder and Equalities

The approach recommended will still allow us the flexibility to deliver our ambitious Affordable Homes Delivery Plan over the next few years and will allow delivery to meet our future housing and regeneration intentions e.g. supporting the economic recovery plan, Town Centres and Rural Towns and supporting major projects such as Pentre Awel and Tyisha.

2. Legal

The legal process to make the Company “dormant” is explained in the main report. In summary

- Steps must be taken to make the company financially inactive
- Inform HMRC
- When the time comes to file the company accounts, inform Companies House.

RE- 6th July 2021

3. Finance

The company has taken forward the developments stated within the report and have been paid for the works undertaken. The company's trading results since its inception are:

Financial Year ended 31 st March 2019	£179,375 loss
Financial Year ended 31 st March 2020	£181,003 profit
Financial Year ended 31 st March 2021	£ 115 profit (subject to audit)

The company will need to bring its invoicing up to date for the current financial year to recover the costs incurred, and there will be low administrative annual costs of retaining the company in a dormant status.

Consideration will also need to be given to the current SLA's in place with the Company -CCC currently get in the region of £38k from the SLAs.

CM- 14/7/21

4. Risk Management Issues

Failure to implement the recommended approach will result in potential additional Company costs to deliver developments that can now be carried out in- house

5. Physical Assets

All physical assets attributed to the Company e.g. IT equipment, intellectual property rights etc will be subject to an assessment and further discussion with existing Company Board to confirm a way forward.

6. Staffing Implications

No direct staffing implications apart from cover for interim MD role on part-time basis for half day a week.

Additional resources to deliver the Affordable Homes Plan have already been identified within the in-house team as a result of the current re-structuring proposals within the Homes and Safer Communities Division.

CONSULTATIONS

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

Signed: Jonathan Morgan

Head of Homes and Safer Communities

1. Scrutiny Committee –

Community and Regeneration Scrutiny Committee – 9th August 2021

Members of Community and Regeneration Scrutiny Committee were fully supportive of what is being proposed

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

**CABINET MEMBER PORTFOLIO HOLDER
AWARE/CONSULTED:**

YES

Cllr. L. Evans, EBM for Housing is supportive of the proposal.

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

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

THERE ARE NONE

CABINET MEETING

13TH SEPTEMBER 2021

COVID-19 PUBLIC REALM MEASURES

Purpose:

To review the public realm measures introduced in Carmarthen, Llanelli and Ammanford in response to the Covid-19 pandemic and determine their future application.

Recommendations / key decisions required:

To adopt the recommendations as set out within the report as follows:

Recommendation 1.

That the speed limits set out in Schedule 1 be promoted as permanent speed limits.

Recommendation 2.

That the parking areas set out in Schedule 2 as Experimental Orders be confirmed as permanent, and Traffic Regulation Orders created accordingly.

Recommendation 3.

That the parking areas in Carmarthen be effectively removed as set out in Schedule 3.

Recommendation 4.

That the temporary 'Access Only' traffic order on Water Street, Carmarthen be promoted as permanent and enforced.

Recommendation 5.

That the pedestrianisation measures in Carmarthen and Llanelli town centres be removed as no longer necessary for covid related reasons (Option 2).

Reasons:

To ensure the continued safety and convenience of road users, the support of local businesses and to remove measures no longer required for covid reasons.

Relevant scrutiny committee to be consulted	NO
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Cabinet Decision Required	YES
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Council Decision Required	NO
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CABINET MEMBER PORTFOLIO HOLDER:-

Councillor Hazel Evans. Cabinet Member for Environment.

Directorate: Environment

Name of Head of Service: Steve Pilliner

Email addresses:

Report Authors:
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Services Managerrwaters@carmarthenshire.gov.uk

EXECUTIVE SUMMARY

CABINET MEETING 13TH SEPTEMBER 2021

COVID-19 PUBLIC REALM MEASURES

- **BRIEF SUMMARY OF PURPOSE OF REPORT.**

Our town centres are key focal points within Carmarthenshire. They represent centres of retail, leisure, business, services and administration and in many ways are a barometer of the County's health and vibrancy.

The Covid-19 pandemic has unfortunately had a profound impact on town centres with lockdown restrictions closing shops and leisure facilities, and many businesses and administrative services being scaled down with staff working from home where possible.

As the first stage of lockdown restrictions began to ease towards the summer of 2020 temporary covid related changes were made to Carmarthen, Llanelli and Ammanford based around three key themes:

- **Build:** building public confidence and creating an environment that people want to visit.
- **Empower:** empowering people to move safely around towns
- **Support:** supporting the recovery of towns.

In each of the towns physical measures were introduced around these key themes. From the 3rd August 2020 legal orders were put in place to temporarily introduce a range of specific speed limit, parking and access measures which were supported by targeted public messaging to reinforce social distancing and COVID-19 hygiene practices.

Since the temporary measures were implemented the COVID-19 situation has changed with movement and business restrictions being implemented and eased in accordance with changing circumstances. During this period, continuous monitoring has been undertaken to ensure the measures remain appropriate. An on-line consultation exercise was undertaken between November 2020 and January 2021 with businesses and members of the public. Regular town centres surveys of footfall and air quality monitoring have also been completed (Appendix A and B).



This report provides a review of the temporary measures introduced, the consultation undertaken regarding these measures and current government advice (Appendix C). The report also includes reference to the regeneration aims being developed for our towns, the supporting monitoring which has been undertaken and the longer term Welsh Government Transport Strategy and Active Travel aspirations (Appendix D).

The report provides options for discussion along with recommendations for engineering measures which were introduced in response to the covid pandemic in Carmarthen, Llanelli and Ammanford town centres.

Carmarthen

Within Carmarthen Town the public realm changes in response to covid included:

- The introduction of area wide 20mph limits to create safer town centre streets.
- Reallocating on-street parking areas to create space for pedestrians, and creating additional parking areas at other locations,
- Pedestrianising Quay Street through Nott Square to King Street (10am to 4pm, Monday to Sunday) to create safe pedestrian space, enable social distancing during covid and support outdoor trading for local businesses.
- Creating additional loading / unloading areas on Spilman Street (works pending)
- Introducing an Access Only restriction on Water Street where the footways are narrow
- Advisory directional signing on narrower pedestrian routes to reduce conflicting movements.



Carmarthen plan
July 2020.pdf

Since the changes were made modifications have been made in Blue Street following detailed discussions with local businesses and in Lammas Street to ease bus movements.

Llanelli

The central area of Llanelli including Stepney Street and Vaughan Street was already pedestrianised and links through to the Elli Centre. A review of this area in the summer of 2020 concluded that ample space already existed for social distancing. Focus therefore concentrated on the Cowell Street and Stepney Street (west) areas where higher footfall tended to be concentrated along narrower footways. The public realm changes in this area included:

- The introduction of an area wide 20mph limit to create safer town centre streets.
- Pedestrianising the Cowell Street (northern section) and Stepney Street (western section) between 10am to 4pm, Monday to Sunday for covid reasons.
- The creation of compensatory disabled parking and time limited parking in adjacent roads.
- The creation of outdoor areas to support local businesses.



Llanelli Plan July
2020.pdf

Ammanford

The central Quay Street area of Ammanford has been pedestrianised for several years and a review of the area indicated that sufficient space already existed to enable social distancing and for businesses to trade outdoors. The focus of attention was therefore directed towards the surrounding streets and particularly towards Carregamman Lane, the adjacent car park and also Margaret Street car park where the footfall was higher and the pedestrian routes narrower. The public realm changes were developed to include:

- The introduction of an area wide 20mph limit to create safer town centre streets.
- Widening footways to create additional pedestrian space (work pending at Bus Station).
- Directional signing to reduce pedestrian conflict.



Ammanford Plan
July 2020.pdf

Consultation

A consultation exercise was undertaken with businesses and members of the public between the 16th November 2020 and the 4th January 2021. Due to covid restriction this was undertaken as an on-line exercise. A full report of the consultation is attached with the main findings summarised below.

Business Consultation

52 businesses responded to the consultation with the results summarised for Carmarthen (35 responses) and Llanelli (9 responses) tabulated below:

Carmarthen Town Businesses N=35	Number of businesses				
	Strongly agree	Agree	Neither	Disagree	Strongly disagree
Covid-19 has had a general negative impact on trade since March 2020 with a general downturn in economic performance.	30	5	0	0	0
Week on week trade has improved since restrictions were lifted on 2 July 2020.	2	10	6	13	4
Week on week trade has improved since 5th of August when Covid-19 measures were introduced within the town.	1	3	7	13	11
The town centre changes have decreased the risk of Covid-19 transmission.	4	6	13	5	7
Town centre changes have improved pedestrian safety.	6	11	6	7	5
The town Centre changes have reduced traffic noise and vehicle pollution.	8	9	7	8	3
The town centre changes have improved the feel and look of the town centres and make it a place people want to visit.	7	2	6	10	10

Additional comments were received from businesses in Carmarthen both for and against pedestrianisation. Key themes highlighted as a challenge presented by pedestrianisation have been around:

- Access for people with mobility impairments.
- Difficulties in arranging deliveries either side of the restricted hours of pedestrianisation.

In Llanelli responses were received from 9 businesses and are summarised as follows:

Llanelli Town Businesses N=9	Number of businesses				
	Strongly agree	Agree	Neither	Disagree	Strongly disagree
Covid-19 has had a general negative impact on trade since March 2020 with a general downturn in economic performance.	7	1	1	0	0
Week on week trade has improved since restrictions were lifted on 2 July 2020.	0	1	1	2	5
Week on week trade has improved since 5th of August when Covid-19 measures were introduced within the town.	0	0	1	2	6
The town centre changes have decreased the risk of Covid-19 transmission.	0	3	5	0	1
Town centre changes have improved pedestrian safety.	1	3	4	1	0
The town Centre changes have reduced traffic noise and vehicle pollution.	0	3	5	1	0
The town centre changes have improved the feel and look of the town centres and make it a place people want to visit.	1	1	5	1	1

Additional comments were received both for and against the measures.

The consultation with businesses in Ammanford drew only four responses but the public realm changes have been much lighter in terms of their impact with a greater emphasis on social distancing messaging.

Public Consultation

The public consultation results provided a greater number of responses, 286 in total, which are summarised on a town-by-town basis below. This figure is comparatively low for a consultation exercise of this size related to key town centre changes.

Carmarthen Town Centre N=191	AIS	Strongly agree	Agree	Neither	Disagree	Strongly disagree
The town centre changes have decreased the risk of Covid-19 transmission.	0.10	16.7%	24.0%	26.0%	19.8%	13.5%
The town centre changes have improved pedestrian safety.	0.36	24.1%	26.7%	21.5%	16.2%	11.5%
The town centre changes have reduced traffic noise and vehicle pollution.	0.32	24.2%	23.7%	23.2%	17.9%	11.1%
The town centre changes have improved the feel and look of the town centres and make it a place I want to visit.	0.03	23.6%	18.8%	15.7%	20.4%	21.5%

In general, the views tend towards positive responses as indicated by the Average Index Score (AIS) but views are relatively mixed. Further additional comments were submitted by 101 respondents with particular themes emerging around:

- Access for people with mobility impairments in King Street.
- Support for King Street being pedestrianised.

There were 86 responses received from members of the public regarding Llanelli which are summarised in the table below.

Llanelli Town Centre N=86	AIS	Strongly agree	Agree	Neither	Disagree	Strongly disagree
The town centre changes have decreased the risk of Covid-19 transmission.	0.20	17.4%	26.7%	27.9%	14.0%	14.0%
The town centre changes have improved pedestrian safety.	0.48	29.1%	24.4%	23.3%	11.6%	11.6%
The town centre changes have reduced traffic noise and vehicle pollution.	0.57	27.9%	26.7%	29.1%	7.0%	9.3%
The town centre changes have improved the feel and look of the town centres and make it a place I want to visit.	0.08	24.4%	19.8%	16.3%	18.6%	20.9%

There is again a general positivity in responses as indicated by the AIS score particularly in support of improved pedestrian safety and reduced traffic noise and pollution. Specific additional comments were submitted by 41 respondents both for and against pedestrianisation with negative comments centring on access for people with mobility impairments.

There were 41 responses related to Ammanford which with views being generally balanced.

Additional Stakeholder Consultation

Following the Preliminary Executive Board meeting of the 4th May 2021 additional consultation has taken place with key stakeholders in Carmarthen, Llanelli and Ammanford. However, this has in some respects been superseded by changing advice from Welsh Government regarding covid related precautions.

Welsh Government updated its Covid advice effective from the 7th August which moved Wales down to covid alert level 0. From this date Welsh Government advised that there would be no legal limits on the number of people who can meet in private homes, public spaces or at events. Welsh Government advice also explained that the transmission of coronavirus is most strongly associated with close and prolonged contact in indoor places and that face coverings remain a legal requirement indoors, with the exception of hospitality premises.

In addition, the updated Welsh Government advice set out physical distancing as a key way to stop coronavirus spreading and that people should exercise caution and think about physical distancing from people they don't live with.

Following this recent change in advice a further meeting was requested by County Councillor members for Carmarthen Town which was subsequently held on the 13th August 2021. Members expressed a view that in light of the revised national guidance and following recent conversations with local businesses vehicular restrictions in King Street could now be lifted. Members also expressed the view that traffic restrictions in the Nott Square area where there are high pedestrian volumes were helpful.

A submission was also received on behalf of Carmarthen BID but it should be noted that this was submitted prior to the change in Welsh Government advice. The BID Manager set out the findings of consultation it had undertaken with businesses in King Street which indicated a view that the pedestrianisation measures in King Street were accepted for covid reasons but warned that views could change with a lifting of restrictions. The BID Manager put forward a separate option to restrict the pedestrianisation of King Street from Thursday lunchtime to 6pm on Saturday for a trial period to be monitored and reviewed.

Prior to the changes in Welsh Government advice, consultation with Llanelli stakeholders indicated support for the recommendations regarding parking and speed limits and support of a relaxation in the pedestrianised hours of Cowell Street and Stepney Street (west).

Consultation with the Ammanford Task Force also indicated support for the recommendations included within this report for the temporary 20mph speed limits in Ammanford to be made permanent.

Town Centre Regeneration

Due to the impact of Covid 19 on the economy, the authority is urgently reviewing its strategic priorities and developing an Economic Recovery Plan. This will enable the authority and its key partners to co-ordinate and target available resources to contain the scale of the downturn and to stimulate demand and confidence, ensuring that the Carmarthenshire's economy can recover as quickly as possible.

As part of the overall strategic recovery plan the authority is developing specific economic recovery masterplans for the primary town centres within Carmarthenshire namely: Carmarthen; Ammanford and Llanelli. The economic recovery masterplans for these towns provides a focus on priorities and a new strategy for future delivery to ensure continuity of business within the town centres, whilst also providing plans that will enable Carmarthenshire to unlock future funding opportunities.

The regeneration plans for Carmarthen include specific reference to King Street and Queen Street and discuss the potential redesign of the street environment to create a more attractive and usable space that is welcoming to pedestrians and one which creates opportunities for street stalls, tables and chairs and events. The Masterplan recommends a feasibility study to develop these ideas, which could potentially include pedestrianisation with managed vehicular access. This may well find an accord with the results of the public consultation element in Carmarthen which indicated support for pedestrianisation. The Recovery Masterplan recommends that a strategy be developed for stakeholder and public consultation in this respect.

The regeneration plans for Llanelli identify Cowell Street and Stepney Street as a key area in the town where a focus on rejuvenating the western side of the town to encourage footfall, support local businesses and improve the appearance, accessibility and safety of the street environment should be promoted. Similar to the Carmarthen approach, the Masterplan proposes a feasibility study to investigate options for permanent enhancements of the public realm, including the potential introduction of pedestrianisation.

Public Realm Options

Many of the public realm changes were underpinned through legal orders drafted on either a temporary or experimental basis which are valid for up to 18 months from the start of August 2020. Changes within the town centres were implemented as follows:

- Speed Limits – Temporary Orders
- Parking changes – Experimental Orders
- POD and Access – Temporary Orders

Experimental orders can be removed or confirmed whereas temporary orders, introduced to ensure public safety during covid, need to be either removed or replaced by permanent orders. Further temporary orders would require the consent of Welsh Government.

Traffic Management (Speed Limits)

The traffic management interventions of reduced speed limit to 20mph offer long term road safety and active travel benefits and are in line with proposed Welsh Government legislation for 20mph speed limits in urban areas.

The current speed limit orders will expire in January 2022. Given the benefits these lower speed limit bring it is recommended that the speed limits introduced are made permanent through the statutory Traffic Regulation Order process as scheduled below:

Schedule 1. Temporary 20mph Speed Limits to be made permanent	
a. Ammanford	Baptist Lane, Heol Wallasey, Carregamman Lane (East), Quay Street, Hall Street, Lloyd Street, Road leading to Hall Street car park
b. Carmarthen	Blue Street, Dark Gate, Lammas Street, Mill Street, Friars Park, Notts Square, Little Bridge Street, Bridge Street, Quay Street, St. Mary's Street, Queen Street, St. Peter's Street, John Street, Cambrian Place, Chapel Street, Little Water Street, St Andrew's Road, Hall Street, King Street, Church Lane, Red Street, Orchard Street (South), Woods Row, Furnace Road.
c. Llanelli	Cowell Street, John Street, Stepney Street (west), lanes to rear of John Street, Cowell Street, Stepney Street and Murray Street.

Parking Areas

Parking changes were introduced through Experimental TROs which can either be removed or made permanent. There are a number of parking changes which have proved particularly successful, and it is suggested that these be made permanent, whereas others have been less successful and should be removed.

Schedule 2. Experimental Parking Areas to be made Permanent		
a. Carmarthen	a) John Street	Bus bay converted to disabled parking
	b) Lammas Street outside number 19 (butchers)	Loading / unloading bay in place of double yellow lines.
	c) Lammas Street outside numbers 32 & 33	Disabled bays in place of double yellow lines
	d) Lammas Street outside numbers 36 & 37 (newsagent)	New parking in place of double yellow lines.
	e) Lammas Street outside numbers 103 to 105	New parking in place of double yellow lines
b. Llanelli	1. Lloyd Street	New parking in place of double yellow lines.
	2. Murray Street outside numbers 13 to 21	Shared use bay with limited waiting parking during day, taxi at night in place of double yellow lines and taxi parking.
	3. Murray Street outside numbers 32 to 46	limited waiting bays in place of double yellow lines.

Schedule 3. Experimental Parking Areas to be removed.		
a) Carmarthen	1. Blue Street between 20 and 33 (outside shops)	Remove measures and return to pre-covid arrangement
	2. Lammas Street outside number 18 (estate agent)	Remove barrier only, no TRO involved.

Traffic Management (Access Only)

Water Street in Carmarthen is currently subject to a Temporary TRO which permits access only to the properties along the road. This temporary order will expire in January 2022. The road was previously used as a popular short-cut through to Catherine Street. The footways along Water Street are particularly narrow in the vicinity of a fish & chip shop, and public house. The change to 'Access Only' was introduced to limit traffic along the road and thereby reduce the risk to pedestrians who were likely to step off the narrow footways to pass.

Despite the regulatory traffic signs in place the road has continued to be used as a short-cut by some motorists with Police enforcement at a low level. Two options are available:

Option 1. Remove the 'Access Only' order and signage which would return the road to pre-covid arrangement. There would be a continuing risk to pedestrians stepping off the carriageway as the town becomes busier although there is a 20mph speed limit in place.

Option 2. Make permanent the 'Access Only' Order and enhance enforcement either by the Police or, subject to feasibility, through the introduction of an enforcement camera.

Given the safety benefits associated with the 'Access Only' Order it is proposed that this should continue as set out in Option 2.

Pedestrianisation

The most impactful change made within the town centres are the pedestrianisation of key town centre streets as set out in the schedules below.

Schedule 4. Temporary Pedestrianisation of Streets	
a) Carmarthen	Quay Street, St. Mary's Street, Hall Street, Bridge Street, Little Bridge Street, Nott Square, King Street and Queen Street.
b. Llanelli	Cowell Street, Stepney Street (west).

The pedestrianisation measures were introduced through Temporary Traffic Regulation Orders considered necessary to ensure public safety due to the covid pandemic and are valid for up to 18 months. This 18-month period will end in January 2022.

The recent Carmarthen members were of the view that the prohibition of driving restrictions which effectively pedestrianise King Street was no longer necessary and should be removed. Members did however express a concern regarding traffic accessing the Nott Square area.

The current legal Order for restricting vehicular access includes King Street through to Quay Street and includes Nott Square, Bridge Street and Little Bridge Street, St. Mary's Street and Hall Street. The options for consideration and the legal implications of these are set out below:

Option 1 – maintain the existing pedestrianisation 10am to 4pm Monday to Sunday.

The current legal Order is valid until the end of January 2022. The Order was introduced as part of a programme to protect the public from Coronavirus in accordance with Welsh Government Guidelines. The continuation of the Order beyond this date for the same reasons would require the consent of the Welsh Ministers. The introduction of similar restrictions for non-Covid reason would require the prescribed statutory process for the making of an experimental or permanent Road Traffic Regulation Order to be adhered to.

Option 2 – remove the pedestrianisation and return to pre-covid arrangements.

No legal order revocation would be required and the barriers would be removed. In Carmarthen the Nott Square area and Quay St would then revert to being subject to the prohibitions of driving which the County Council had started enforcing in the Squares prior to covid.

In Cowell Street, Stepney Street (west) and John Street parking arrangements should then be changed back to the arrangement pre-covid.

Option 3 – remove pedestrianisation of King St but retain the prohibition for Nott Square, Quay St, Bridge Street, Little Bridge Street, St. Mary’s Street and Hall Street.

This proposal would necessitate a new temporary Order which would have to be for the same reasons cited for the introduction of the original/existing Order, namely as a measure necessitated by covid, but because of the statutory limitations on the duration of temporary Orders the new Order would not extend beyond January, 2022. The continuation of the new Order after January 2022 would be subject to the same provisions as outlined in Option 1

Option 4 – modify the pedestrianisation to be effective 11am to 3pm, Tuesday to Saturday.

This proposal replicates the requirements of Option 3.

Option 5 – as proposed by Carmarthen BID modify the pedestrianisation to be effective from Thursday lunchtime to 6pm Saturday.

This option would require the revocation of the existing Order and the creation of a new Traffic Order. The process would be as in Option 3 but a clear covid related rationale and justification would be required. In any other circumstance it will be necessary to follow the prescribed statutory procedure for the making on an experimental or permanent order and it should be noted that under such order shall not be made with respect to any road which would have the effect (except under special circumstance) of preventing for more than 8 hours in any period of 24 hours access for vehicles to any premises situated on or adjacent to the road.

On expiry or earlier revocation of the current restrictions imposed for King Street and the Nott Square area then the existing permanent prohibition of driving orders created in 1993 and 1998 would come back into force. These Orders, which are suspended under the existing temporary order, are:

1. *The County of Dyfed (Little Bridge Street, Bridge Street, Quay Street and St. Mary’s Street, Carmarthen) (Prohibition of Driving) Order 1993.*
2. *The County of Dyfed (Guildhall Square, St. Mary’s Street, Nott’s Square and King Street, Carmarthen)(Prohibition of Driving) Order 1993.*
3. *The County of Dyfed (Hall Street, Carmarthen)(Prohibition of Driving) Order 1998.*

These Orders, which effectively restrict access into the named streets, were previously enforced by the police. However, Carmarthenshire County Council applied to Welsh Government in 2018 for powers to enforce moving traffic contraventions and this was subsequently granted. These powers included the ability to enforce prohibitions of driving which the Council’s Parking Services Team undertake with a camera enforcement vehicle. Prior to covid an initiative was brought forward to enforce the restrictions in the Nott Square and Guildhall Square areas which had a significant impact on the number and purpose of vehicles entering into these areas.

Recommendations

Recommendation 1. That the speed limits set out in Schedule 1 be subject to advertising in accordance with statutory Traffic Regulation Order Procedures and proposed as permanent speed limits.

Recommendation 2. That the parking areas set out in Schedule 2 as experimental be confirmed as permanent and Traffic Regulation Orders created accordingly.

Recommendation 3. That the parking areas in Carmarthen be effectively removed as set out in Schedule 3.

Recommendation 4. That the 'Access Only' order on Water Street be made permanent and enforced as set out in Option 2.

Recommendation 5. That the pedestrianisation in Carmarthen and Llanelli town centres be removed as set out in Option 2 and the Nott Square area be enforced by the Parking Services Team in accordance with the longstanding Orders which were suspended by the temporary Order

Air Quality

Carmarthenshire County Council’s Public Health Team have undertaken additional monitoring of Carmarthen and Llanelli Town Centres in addition to their normal monitoring regime to help inform on the impact the Covid related town centre changes may have had on air quality.

Any changes to traffic flows and traffic speeds will often impact on the local air quality, whether positively or adversely. Supporting active travel can also improve air quality if it encourages less use of vehicles. Traffic restrictions, on the other hand can sometimes displace the pollution onto other road networks, for example when that traffic is diverted or increases congestion on other routes.

The Public Health Team have analysed local diffusion tube monitoring and compared this with trends with the surrounding networks to draw conclusions. The main pollution concerns in our towns relate to Nitrogen Dioxide (NO₂) from road vehicles with declared Air Quality Management Areas (AQMA) where levels exceed annual statutory limits in “hotspot” locations in both Llanelli and Carmarthen.

In Carmarthen, there is a network of diffusion tubes monitoring Nitrogen Dioxide (NO₂) in the Air Quality Management Area (AQMA). Two additional sites were set up to monitor air quality and assess the impacts of the measures. One in King Street, which was subject to temporary vehicle restrictions and another in Spilman Street which runs parallel. In King Street, the monthly levels observed during August to December remained low, there was a tube missing in September upon collection, but results were obtained for the remainder of the year.

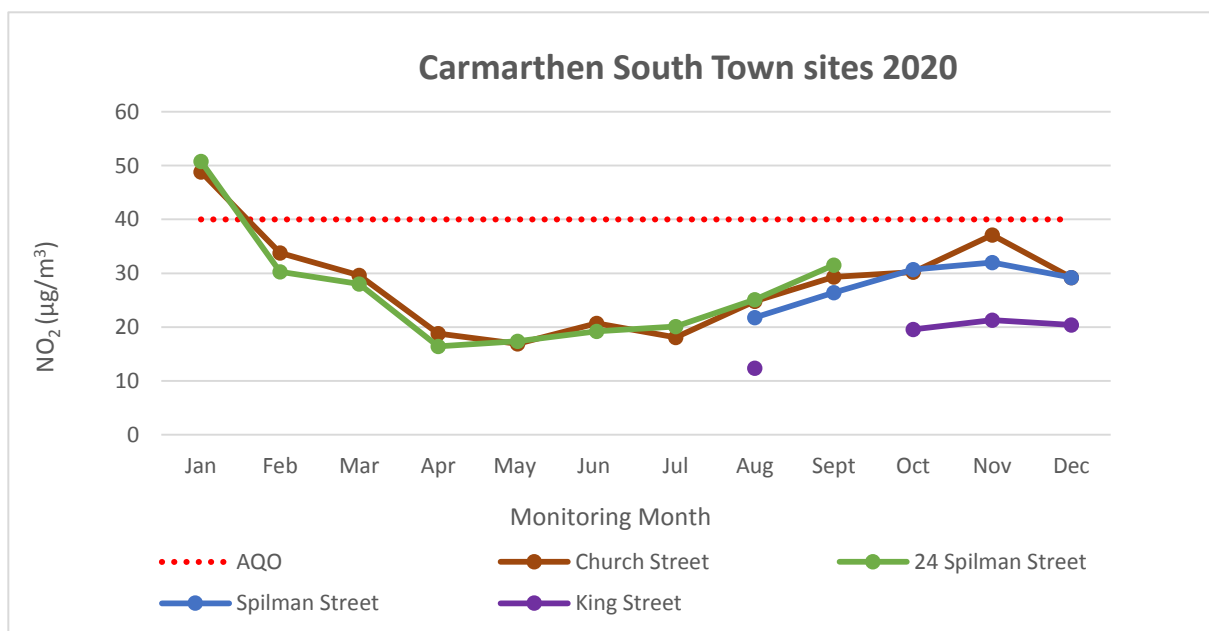


Figure 1: Carmarthen Town centre results (south east)

In Carmarthen, exposure to NO₂ levels have remained low in King Street and the measures do not appear to have displaced pollution levels in an adverse manner on the surrounding routes.

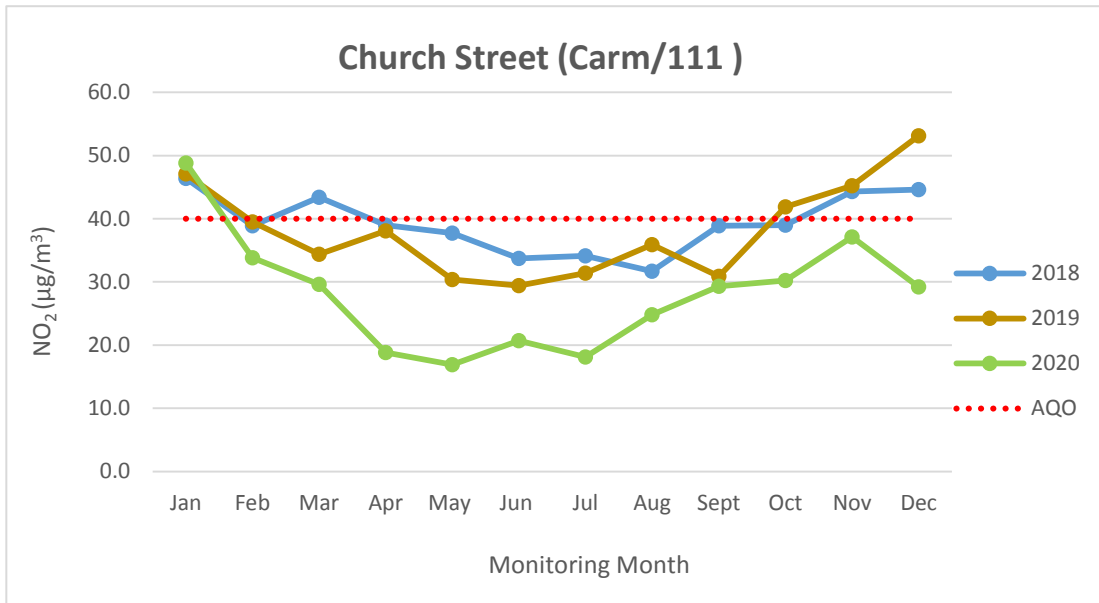


Figure 2: Church Street results compared to previous years

On those surrounding routes pollution levels remain below that seen in previous years and there are no significant increases, compared to general trends for the area.

In Llanelli diffusion tube monitoring sites were set up in John Street and Cowell Street from August 2020 in addition to established sites in the surrounding area.

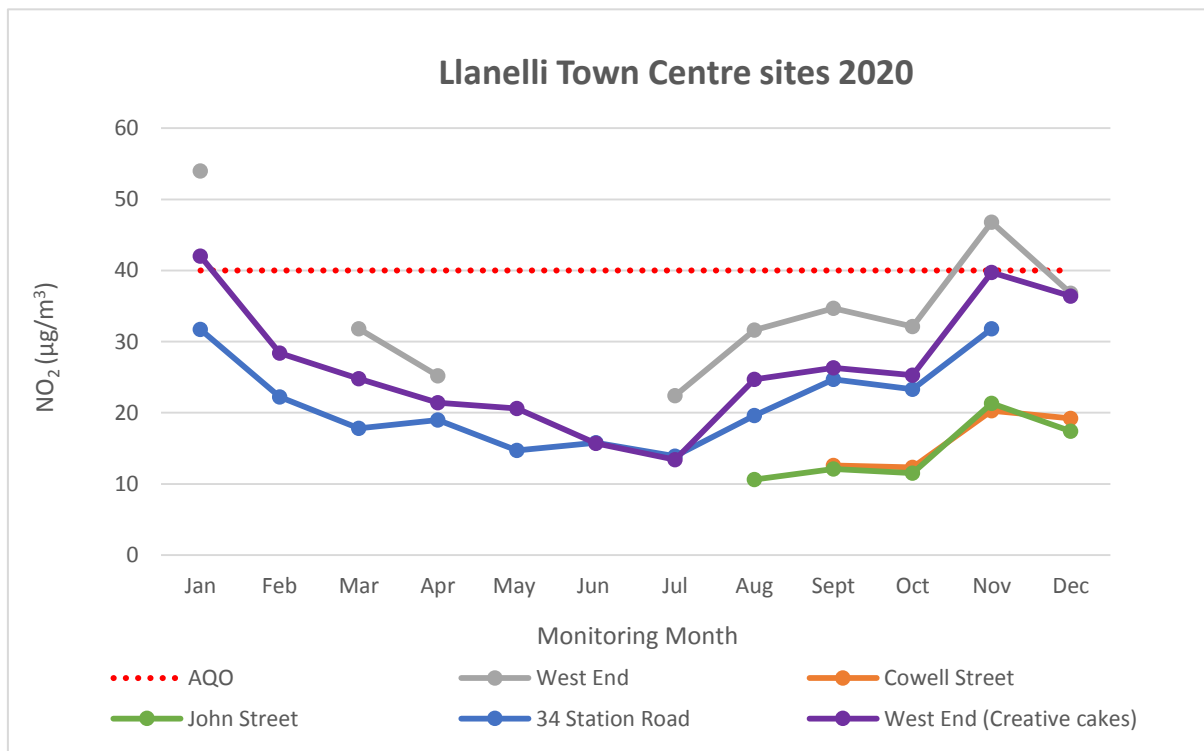


Figure 7: Results of Llanelli Town Centre sites

Air pollution in John Street and Cowell Street is significantly below other areas of the town centre.

In conclusion, where levels are already reasonably low (below $20\mu\text{g}/\text{m}^3$) impacts from improvement measures tend to be less noticeable compared to those areas with higher levels of NO_2 and higher traffic counts. Town Centre areas such as King Street, Cowell Street and John Street tend to be narrower and more 'canyonised' than the surrounding main roads which can make it more difficult for road traffic pollutants to disperse.

Any reduction to traffic in town centres improve air quality and particularly exposure to shoppers during peak times. The results of the monitoring of air quality indicate that pollution in the pedestrianised areas is relatively low and well below AQ thresholds.

APPENDIX B

Town Centre Footfall

Automatic pedestrian counters in our key towns provide an illustration of how footfall levels in towns has dropped dramatically due to Covid-19 and of how the lockdown restrictions have caused footfall levels to fluctuate.

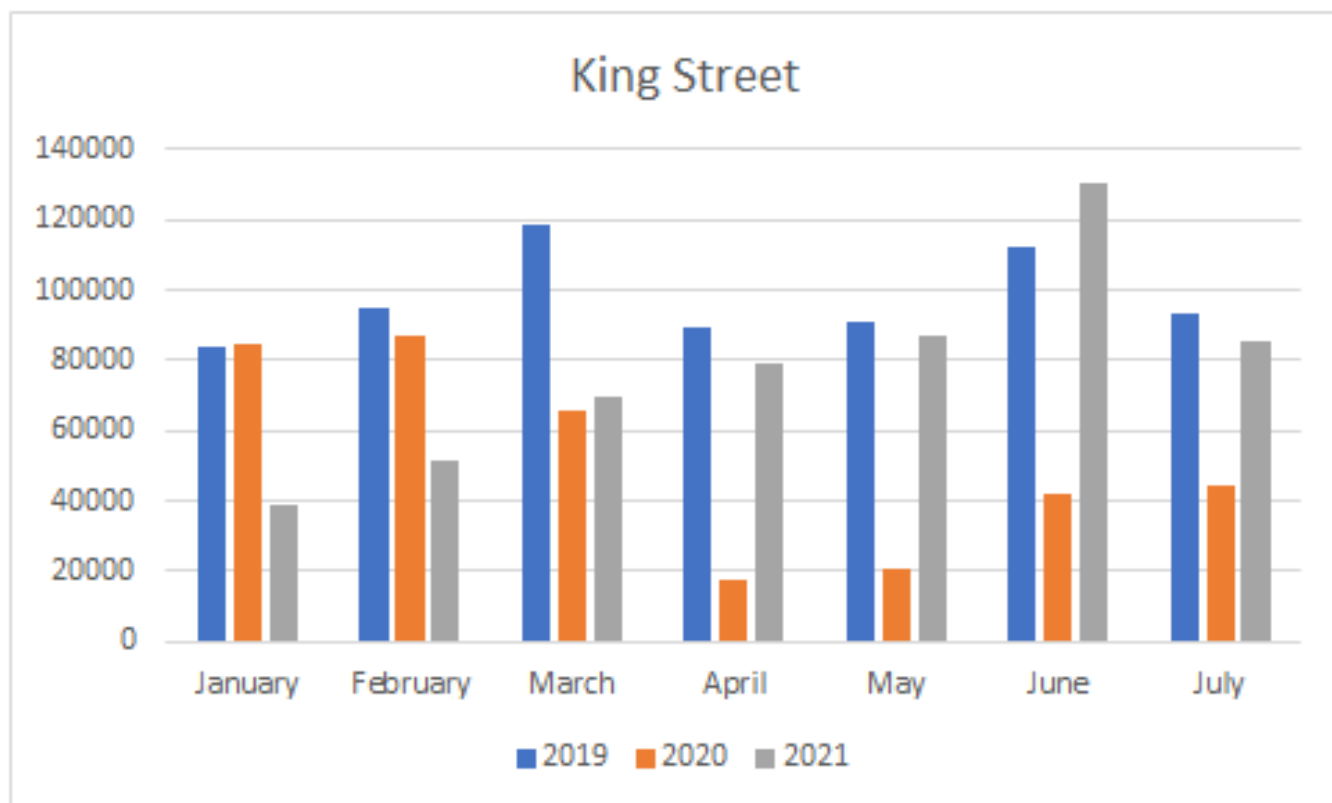


Figure 4. Footfall levels in King Street.

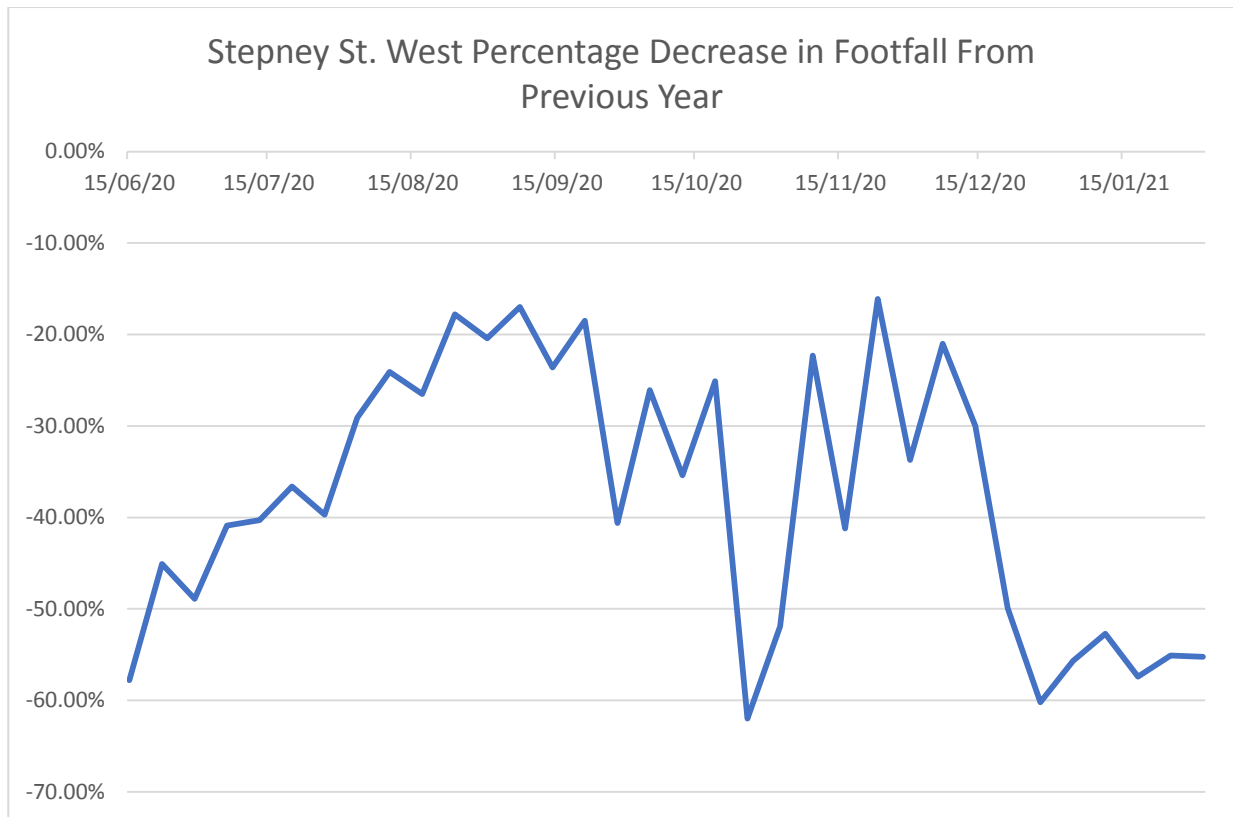


Figure 5. Footfall levels in Stepney Street West, Llanelli as a percentage decrease from previous year levels.

Additional analysis from the footfall counters indicates the peak pedestrian hours during the day for all days of the week with a comparison between 2019 (pre-Covid) and 2020 (during Covid).

Hourly Comparison (Week 33 : Mon 12 Aug 2019 - Sun 18 Aug 2019)

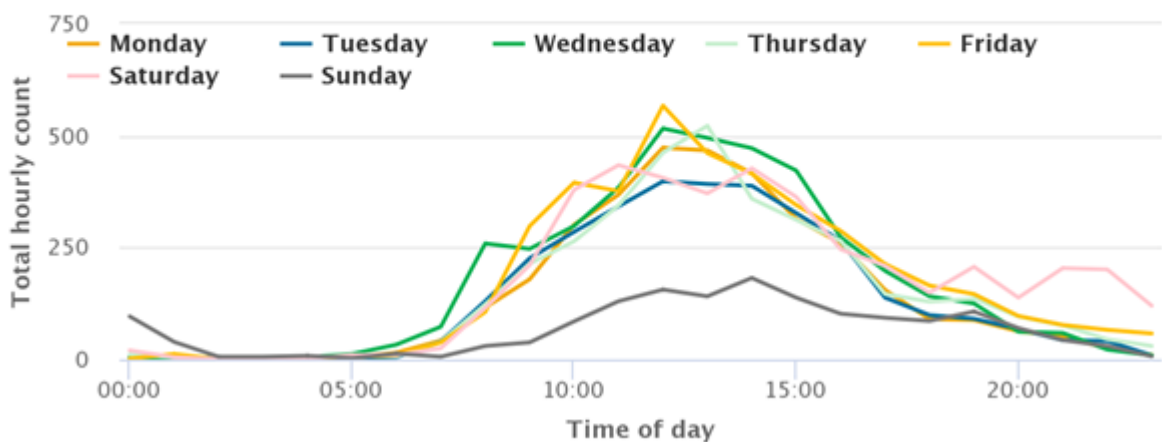


Figure 6. Footfall levels though the day for all days in August 2019 in King Street.

Hourly Comparison (Week 33 : Mon 10 Aug 2020 - Sun 16 Aug 2020)

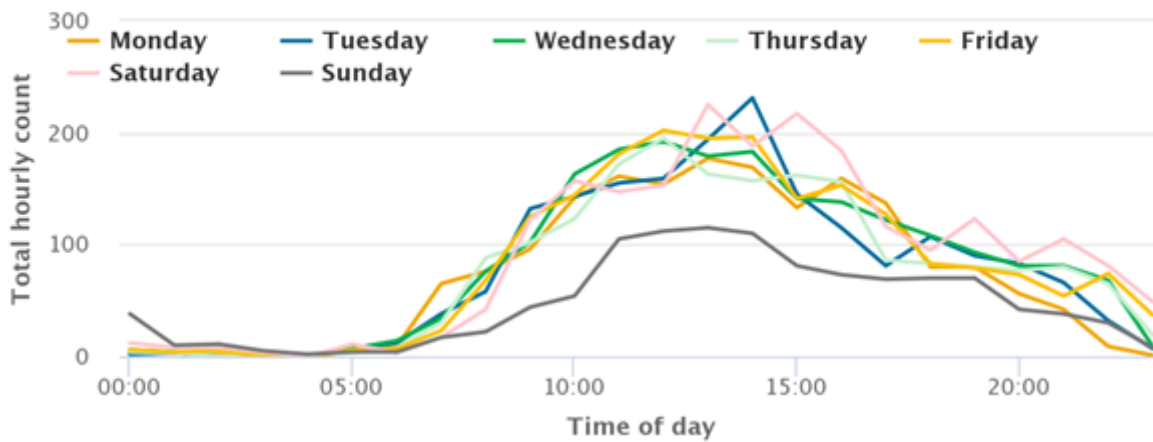


Figure 7. Footfall levels through the day for all days in August 2020 in King Street.

Hourly Comparison (Week 33 : Mon 12 Aug 2019 - Sun 18 Aug 2019)

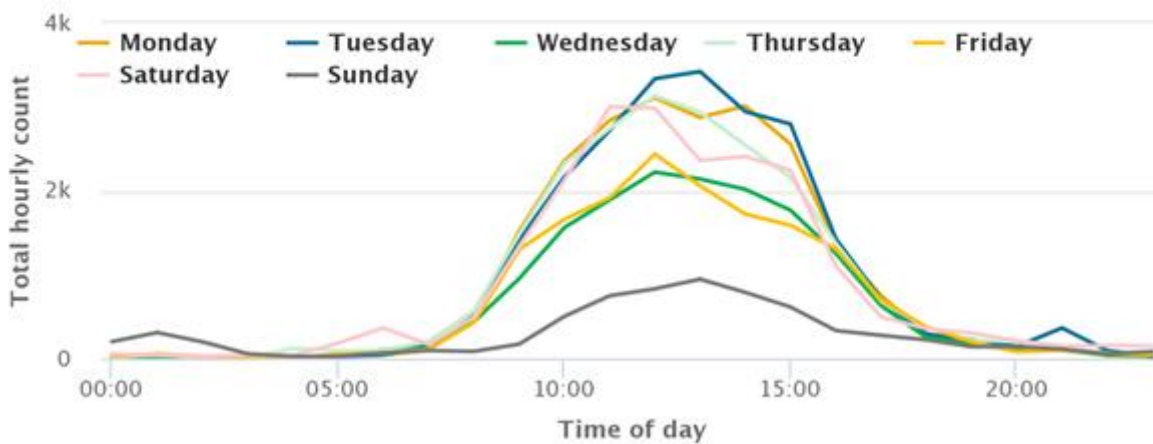


Figure 8. Footfall levels through the day for all days in August 2019 in Stepney Street.

Hourly Comparison (Week 33 : Mon 10 Aug 2020 - Sun 16 Aug 2020)

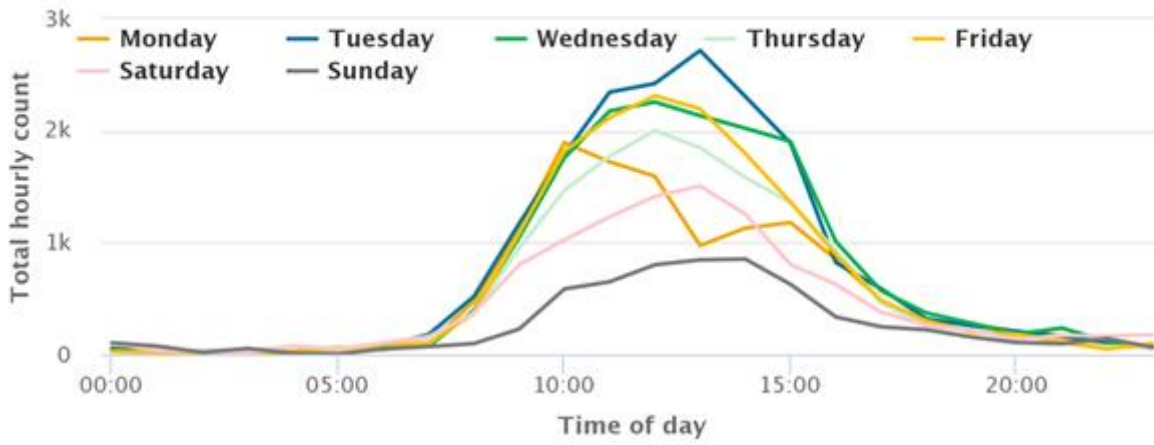


Figure 9. Footfall levels through the day for all days in August 2020 in Stepney Street.

APPENDIX C

Welsh Government Guidance – Coronavirus (COVID-19) (from Saturday 7th August 2021)

Complete the move to alert level 0:

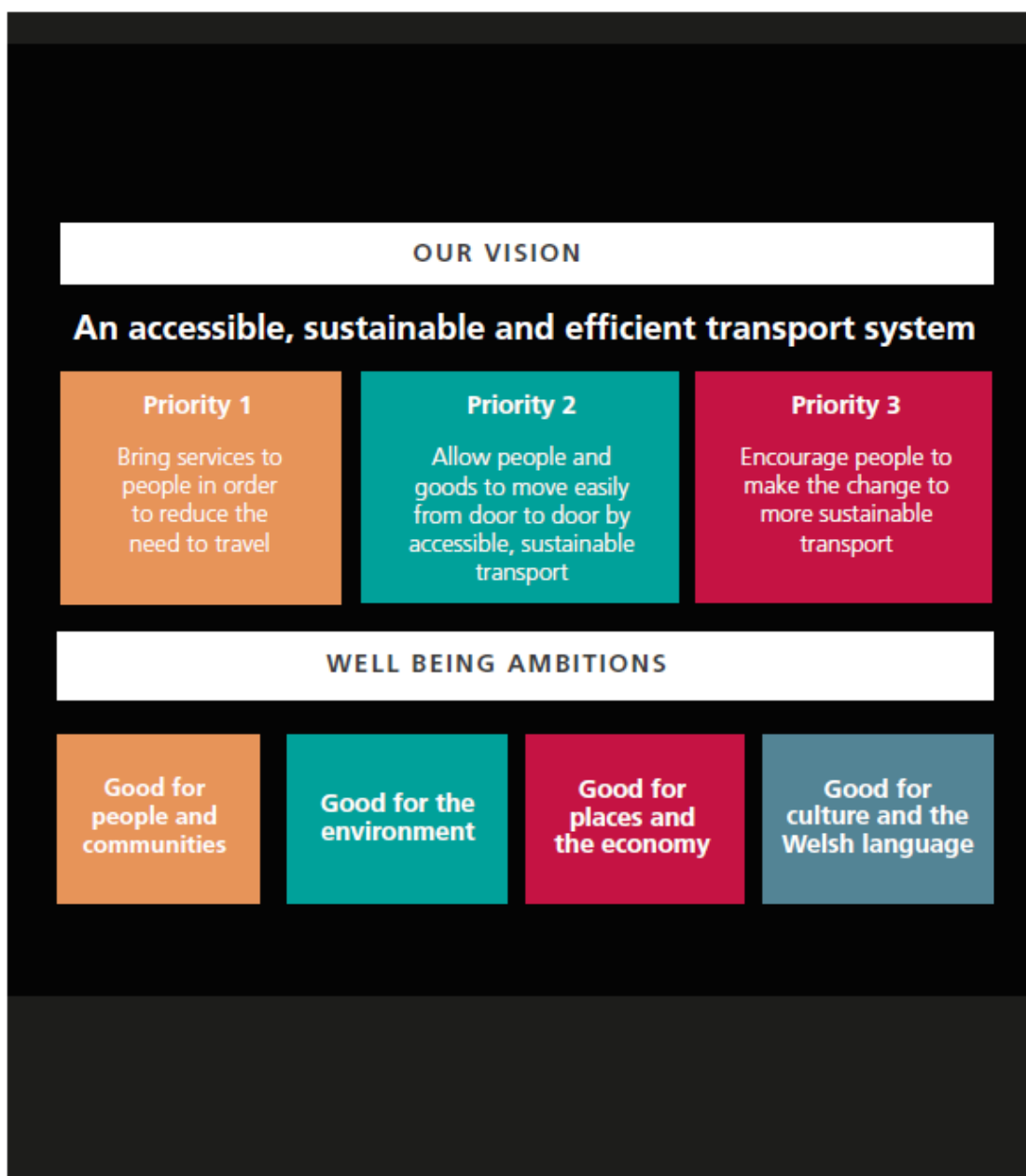
- remove legal restrictions on the number of people who can meet indoors, including in private homes, public places or at events
- all businesses and premises can open, including nightclubs
- people should still work from home wherever possible
- face coverings will remain a legal requirement indoors, with the exception of hospitality premises. This will be kept under review.
- fully vaccinated adults, people under 18 and vaccine trial participants will not need to self-isolate if they are a close contact of someone with coronavirus.

Access to the guidance is available at: <https://gov.wales/coronavirus>

Welsh Government guidance related to the development and implementation of the temporary measures is available at: <https://gov.wales/creating-safer-public-places-coronavirus>

Wales Transport Strategy

In March 2021 Welsh Government published *Llwybr Newydd: the Wales Transport Strategy 2021* which built around three key priorities:



<https://gov.wales/llwybr-newydd-wales-transport-strategy-2021>

The recommendations within this report are structured towards supporting these key priorities within the context of responding to the Covid pandemic and the proposed measures to be retained going forward which seek to 'lock-in' and promote sustainable travel options. This very much aligns with our Active Travel projects to promote walking and cycling in our towns.

DETAILED REPORT ATTACHED?	YES Consultation Report Equality Impact Assessment (Still in progress)
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IMPLICATIONS

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

Signed: **S Pilliner** Head of Service, Highways and Transportation

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

1. Policy, Crime & Disorder and Equalities

The public realm changes introduced in the town centres, and particularly in Llanelli and Carmarthen, were developed to safeguard visitors during the Covid pandemic and support economic recovery. The changes include the removal, reallocation and creation of on-street car parking, new speed limits and access restrictions.

On-street parking restrictions are enforced by Carmarthenshire County Council, the speed limits are enforced by Dyfed Powys Police and access restrictions can be enforced by both authorities.

In Equality Impact Assessment has been undertaken and is attached.

2. Legal

A number of the public realm changes are supported by Traffic Regulation Orders which were created as either Experimental Orders or Temporary Orders in August 2020 in response to the Covid pandemic. Both forms of Order are valid for up to 18 months.

Speed Limits. The 20mph speed limit were introduced as Temporary Traffic Regulation Orders and it is recommended that these be taken forward with permanent orders created. This would involve following the statutory process for creating or changing speed limits.

Parking Areas. The revised parking arrangements were introduced through Experimental Traffic Regulation Orders. These Orders can be confirmed by the authority and permanent Orders made. Temporary parking areas suggested for removal would be revoked as necessary.

Pedestrianisation. It is recommended that the pedestrianised areas be modified which may require the creation of a new Temporary Traffic Regulation Order.

3. Finance

The public realm changes were supported through Welsh Government's *Funding for Sustainable Transport Covid Response* grant and any subsequent changes identified within this report will be funded through this grant. Should the grant not be extended there will be a requirement for future revenue funding. This will largely relate to the pedestrianised areas where the barriers to prevent traffic are implemented and removed daily and the security officer stationed at King Street. This implication would also be reconsidered at a future public realm review.

4. ICT

The Access Only restriction in Water Street is enforceable by the Police or by Carmarthenshire County Council through the use of an approved device as a moving traffic offence. To date the County Council has only enforced moving traffic offences through the use of the camera enforcement vehicle operated by the Council's Parking Services Team. An approved static camera can also be used to enforce moving traffic offences. If this is taken forward the camera enforcement system would be linked to existing camera enforcement regime operated by Parking Services.

6. Staffing Implications

The pedestrianisation element of the public realm changes require the daily installation and collection of barriers and signs associated with the pedestrianised areas and, in the case of King Street, an officer supplied by a security company regulates access and provides directions and advice.

This report includes options which would impact on this arrangement and there may therefore be staffing implications.

7. Physical Assets

All public realm changes are detailed and discussed within this report.

CONSULTATIONS

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

Signed: S Pilliner

Head of Transportation and Highways

1. Scrutiny Committee – not at this stage.

2. Local Member(s) - A consultation exercise has been undertaken and a separate report of this is attached. Further discussions are to be arranged.

3. Community / Town Council – A consultation exercise has been undertaken and a separate report of this is attached. Further discussions are to be arranged.

4. Relevant Partners - A consultation exercise has been undertaken and a separate report of this is attached.

5. Staff Side Representatives and other Organisations - not applicable

**CABINET MEMBER PORTFOLIO
HOLDER AWARE/CONSULTED**

YES – 24/08/2021

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

THERE ARE NONE

Public Realm Survey

Impact of Covid-19 measures in town centres report

January 2021

carmarthenshire.gov.wales

Cyngor **Sir Gâr**
Carmarthenshire
County Council



Tudalen 269

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CARMARTHENSHIRE COUNTY COUNCIL

PUBLIC REALM CONSULTATION SURVEY

1) Introduction

A mixed-methods approach was utilised to uncover business and citizens views of the current measures placed in Llanelli, Carmarthen and Ammanford town centres due to Covid-19. Citizens were asked to comment on the impact that these measures have had on public safety, traffic, and the feel and look of towns whilst businesses were also asked to comment on the impact of these measures on their trade. The survey took place during the period from 16th November 2020 to 4th January 2021.

This report:

1. Outlines **how businesses and members of the public were contacted and recruited to take part in the survey;**
2. Describes the overall **key points** found in the analysis from the **business survey;**
3. Describes the overall **key points** found in the analysis from the **public survey;**

2) Outline of methods and recruitment

Online survey

Members of the public and businesses were directed to an online survey which was hosted on the Carmarthenshire County Council website. A number of methods of promoting the survey were utilised:

- Latest news updates
- E-newsletter sent to businesses
- Social media (i.e. Twitter and Facebook)
- Phone calls to businesses
- Officers promoting survey to local businesses

Businesses and members of the public were also notified that they could respond through telephone call or email.

A total of 268 responses were received from members of the public whilst 52 businesses completed the questionnaire. A list of businesses can be seen in Appendix A.

Calculating Average Index Score (AIS)¹

Sometimes known as a 'weighted average', the AIS is a way of distilling the 'strength of opinion' down into one number. Useful for questions with options to 'strongly agree', 'disagree', etc. Values range from 2 (*everyone* strongly agrees) to minus 2 (*everyone* strongly disagrees).

Example

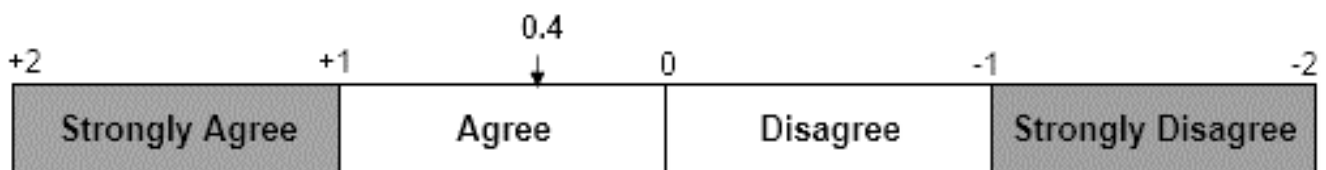
10 people are asked whether they 'strongly agree', 'agree', 'have no opinion', 'disagree' or 'strongly disagree' that Wales will win the six nations.

Results...

3 strongly agree (each response worth 2, so=6); 3 agree (each response worth 1, so=3); 1 no opinion (=0); 1 disagree (each response worth -1, so= -1); 2 strongly disagree (each response worth -2, so=-4)

The AIS is calculated by adding all the numbers in bold: So, $6+3+0-1-4=4$;

Then dividing by the number of responses (10 in this case). The average index score is: $4 \div 10 = \underline{0.4}$ (as depicted below)

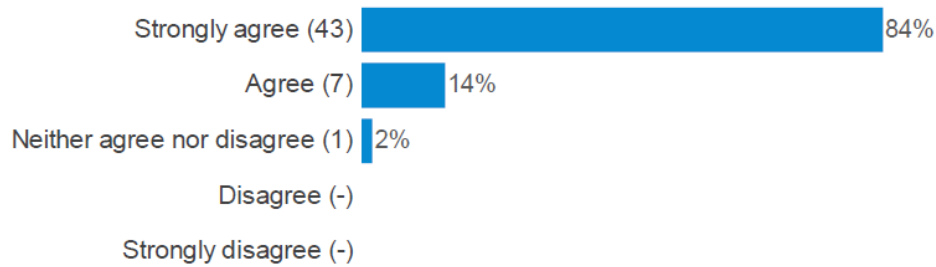


¹ Explanation of the Average Index Score calculation and example.

3) Business survey: Summary of key overall results

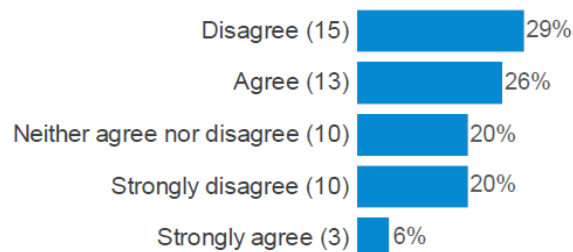
The following section of this report provides a summary of the key findings of the business survey. Each question is displayed in turn.

- (i) Covid-19 has had a general negative impact on trade since March 2020 with a general downturn in economic performance.



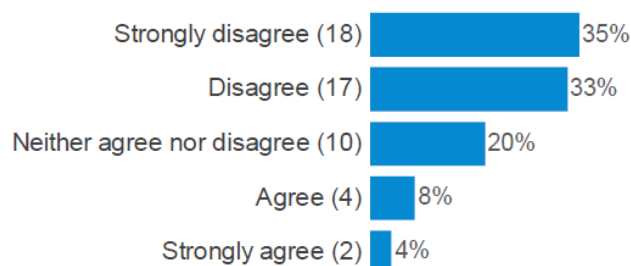
Overall, 98% of businesses agree or strongly agree that Covid-19 has had a general negative impact on trade since March 2020 (initial lockdown) with a general downturn in economic performance. 0% of businesses disagreed with this statement.

- (ii) Week on week trade has improved since restrictions were lifted on 2 July 2020.



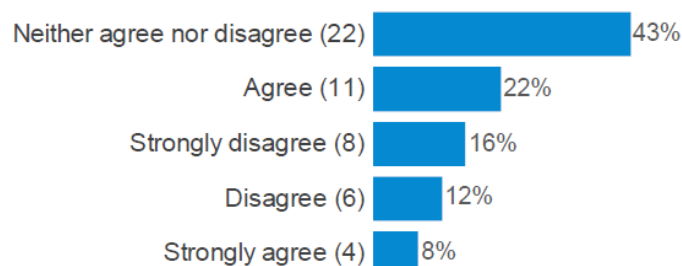
49% of businesses disagreed or strongly disagreed that week on week trade has improved following the lifting of restrictions in July. Conversely, 32% of businesses indicated that there has been an improvement following the lifting of restrictions.

- (iii) Week on week trade has improved since 5th of August when Covid-19 measures were introduced within the town.



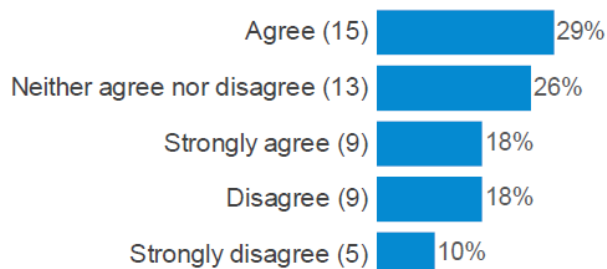
A total of 35 businesses (68%) disagreed or strongly disagreed that week on week trade has improved since measures were introduced in town centres. Most businesses (n=18) strongly disagreed with this statement. Only 6 businesses (12%) agreed that trade has improved since measures were introduced.

(iv) The town centre changes have decreased the risk of Covid-19 transmission.



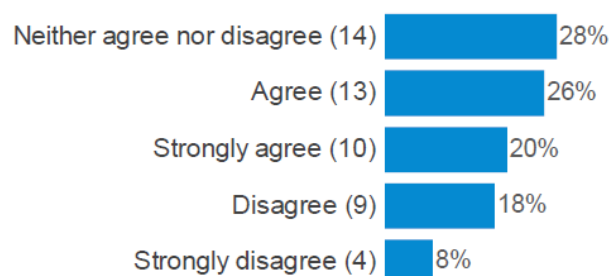
The majority of businesses (43%) were unsure whether the town changes have decreased the risk of Covid-19 transmission. The analysis indicated that there is a relatively equal agreement and disagreement on this topic. 30% of businesses agree or strongly agree that the town centre changes has decreased the risk of covid-19 transmission whilst 28% of businesses disagreed.

(v) Town centre changes have improved pedestrian safety.



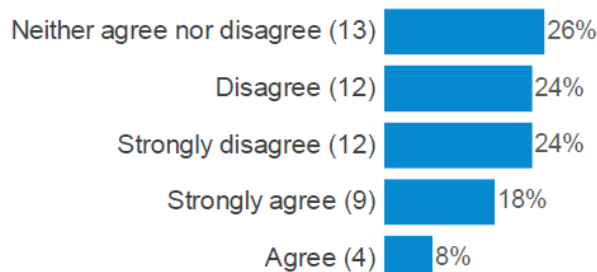
The majority of businesses (37%) either strongly agreed or agreed that changes to town centres has improved pedestrian safety whereas 28% disagreed or strongly disagreed with this statement. It was seen that 26% of businesses neither agreed nor disagreed with this statement indicating that they are unsure.

(vi) The town Centre changes have reduced traffic noise and vehicle pollution.



46% of businesses either strongly agreed or agreed that the measures introduced in town centres has reduced traffic noise and vehicle pollution. In contrast only 26% of businesses disagreed or strongly disagreed with this statement.

- (vii) The town centre changes have improved the feel and look of the town centres and make it a place people want to visit.



The majority of businesses (48%) either strongly disagreed or disagreed that the town centre changes have improved the feel and look of the town centres. In contrast only 26% of businesses agreed that the changes make the town a place people want to visit. It was seen that 1 in 4 businesses neither agreed nor disagreed with this statement.

The following section of this report includes an overview of the responses based on town centre.

Carmarthen Town Responses

Carmarthen Town Businesses N=35	Number of businesses				
	Strongly agree	Agree	Neither	Disagree	Strongly disagree
Covid-19 has had a general negative impact on trade since March 2020 with a general downturn in economic performance.	30	5	0	0	0
Week on week trade has improved since restrictions were lifted on 2 July 2020.	2	10	6	13	4
Week on week trade has improved since 5th of August when Covid-19 measures were introduced within the town.	1	3	7	13	11
The town centre changes have decreased the risk of Covid-19 transmission.	4	6	13	5	7
Town centre changes have improved pedestrian safety.	6	11	6	7	5
The town Centre changes have reduced traffic noise and vehicle pollution.	8	9	7	8	3
The town centre changes have improved the feel and look of the town centres and make it a place people want to visit.	7	2	6	10	10

In total of 26 comments were received from businesses regarding their views on the implemented measures. A summary of the key themes is presented below:

- Many businesses noted that the changes implemented on King Street Carmarthen has had a significant impact on trade. 6 of the comments relating to King street indicated trade has been impacted negatively.
 - o *Open king queen street for traffic, it's taken away our trade*
 - o *The pedestrianisation to king st has been a disaster for my business it's had a total negative effect on my clientele and is continuing to effect all aspects of the day to day trade*
 - o *NOT PEDESTRIANISE KING STREET, AND DO IS SOON (there will be no businesses left at this rate)*
 - o *Re open King Street. You said that it was pedestrianised for public safety and to keep social distancing. You have certainly done that as there are no customers on the street anymore. If you continue to do so, how about putting st peter's cark park free of charge in order to encourage people to walk down king street. I have only been open a little over a year and the changes that you have made are making things very difficult to keep going, for any business let alone a new business. Re-open King Street and give the businesses the chance that they deserve to fight to stay open...*

- Some comments suggest that measures should continue to be implemented. An example of comments is provided below:
 - o *Notts Square should remain pedestrianised*
 - o *Keep the pedestrianisation scheme in place indefinitely. My business had the best August ever with the introduction of pedestrianisation. We have previously struggled massively with cars and vans parking illegally and blocking my shop front, and this has been solved completely and increased trade hugely. I can't support the continued pedestrianisation enough.*
 - o *King Street premaritally pedestrianised and planning eased to create a Al Fresco experience and allow small stalls on the street to create in a focal point/destination in the town.*

- A number of comments related to the difficulty of some customers accessing services. Due to the road closures, elderly clients and individuals with disabilities are unable to get dropped off which has been problematic.
 - o *Access is needed for elderly people very discriminative. Delivery needs to be more flexible*
 - o *Restricting access to King Street and Notts Square to disabled and older, less mobile visitors who are regularly dropped off and picked up in the street*
 - o *I have repeatedly raised my concerns about the pedestrianisation of King Street. I believe that it has had a very negative impact on older people and those unable to walk the length of the street. This is not really about my business, this isn't our main customer base however from personal experience of living with someone*

with a disability it is something I feel very strongly about. Limiting people with mobility concerns to accessing banking, attending the hairdresser, going to the foot health clinic, the coop, the sports injury service, etc. Is tantamount to discrimination.

- A number of comments noted that delivery to businesses has been affected due to the road closure times.
 - o *Delivery needs to be more flexible*
 - o *If you are primarily referring to the closure of King Street the major impact on my business has been delivery drivers not being able to get into King Street during the closed periods. I'm still getting deliveries returned to depots, very frustrating , especially this time of year. This issue needs to be overcome before the closure should be considered to be permanent.*
 - o *Some of the changes are good, but for us as a business having the closed makes it harder for deliveries, You need to let delivery driver through, we need more footfall up Kings Street.*

- Some businesses offered suggestions on how measures could be improved in order to support businesses. The suggestions are provided below:
 - o *Can the barrier at the entrance not be manned, as I understand it is in New Quay and also in Tenby, so that bona fide vehicles (including people with medical appointments at Hearing Aid Solutions), and other services like opticians and hairdressers, can be allowed through at slow speed?*
 - o *We've suggested one way up, the other down in Blue St and suggested a liftable barrier at the end of King St*
 - o *Help the small businesses to grow, where footfall is low put the car park free parking everyday encouraging people to shop in parts they wouldn't normally visit*
 - o *The pedestrianisation of King street 7days a week is completely unnecessary 7 days per week. The footfall on a Sunday is non-existent but yet the Council decide to pay a member of staff double time to close a relatively unused street on a Sunday.*
 - o *Pedestrian One-Way on very narrow streets where traffic has not been closed off. (Left Hand Down, Right Hand Up, same as cars). This is to avoid people being forced into the road, so as to not get too close to oncoming pedestrians.*
 - o *Day time closure of King Street should become permanent but the alleyways leading onto the street should not have the one way restrictions - they don't work and are quite unnecessary, as you can't catch infections from a brief passing of someone in the street.*

Llanelli Town Centre

Llanelli Town Businesses N=9	Number of businesses				
	Strongly agree	Agree	Neither	Disagree	Strongly disagree
Covid-19 has had a general negative impact on trade since March 2020 with a general downturn in economic performance.	7	1	1	0	0
Week on week trade has improved since restrictions were lifted on 2 July 2020.	0	1	1	2	5
Week on week trade has improved since 5th of August when Covid-19 measures were introduced within the town.	0	0	1	2	6
The town centre changes have decreased the risk of Covid-19 transmission.	0	3	5	0	1
Town centre changes have improved pedestrian safety.	1	3	4	1	0
The town Centre changes have reduced traffic noise and vehicle pollution.	0	3	5	1	0
The town centre changes have improved the feel and look of the town centres and make it a place people want to visit.	1	1	5	1	1

A total of 5 comments were left by businesses from the Llanelli Town area. These comments are presented below as no common themes could be drawn from the data.

- *we just need to get more visitors and publicize what we have to offer as a town there has been a negative impact due to out of town shopping.*
- *Free parking, permanent pedestrianisation*
- *The closure from John Street around past our premises in Stepney Street was instigated without any consultation with us. In fact we found out from the press! It has negatively impacted our business, a business which has been massively impacted due to covid-19, something that many people do not realise. Our clients who are dealing with emotional trauma at the worst possible time and many of whom have mobility issues due to the advanced age that half of the population typically lose a spouse, are unable to be dropped off outside our premises; we are unable to pull up outside to collect or drop off items, including when we return cremated remains to our premises. In turn families coming to us to collect their loved ones ashes are unable to pull up outside to do so. Instead they would have to carry them across town!!! Additionally we are unable to offer families the option of leaving from the front of our premises for them to follow behind in their own cars anymore, all because the council, who are our landlords, have without consultation closed access to our premises without even letting us know that they have done so! We have written and telephoned to complain, eventually taking to social media, and yet we have NEVER received a single response. Only one business has made use of the road closure and even they only used some parking bays for tables they didn't use the road. Meanwhile we have*

had our business affected to the extent that we do not know if we can continue, certainly in our current location. We would never have rented premises in a pedestrianised area and yet our own council, our own landlords did this to us supposedly with the aim of helping businesses in the town! An absolute joke and after many months of being ignored I am frankly furious...

- *To be consulted before any changes are made*
- *Fill all the empty shops*

Ammanford Town Centre

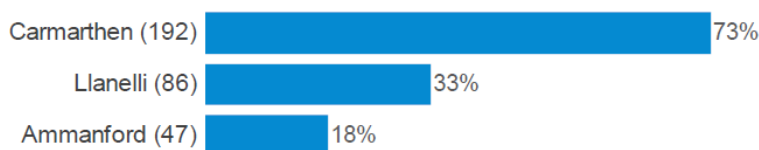
Ammanford Town Businesses N=4	Number of businesses				
	Strongly agree	Agree	Neither	Disagree	Strongly disagree
Covid-19 has had a general negative impact on trade since March 2020 with a general downturn in economic performance.	4	0	0	0	0
Week on week trade has improved since restrictions were lifted on 2 July 2020.	0	0	2	0	2
Week on week trade has improved since 5th of August when Covid-19 measures were introduced within the town.	1	1	0	1	1
The town centre changes have decreased the risk of Covid-19 transmission.	0	1	3	0	1
Town centre changes have improved pedestrian safety.	1	0	2	1	0
The town Centre changes have reduced traffic noise and vehicle pollution.	0	2	0	0	1
The town centre changes have improved the feel and look of the town centres and make it a place people want to visit.	0	1	2	0	1

Only 1 business left a comment regarding Ammanford town centre. The comment is presented below as no common themes could be drawn from the data.

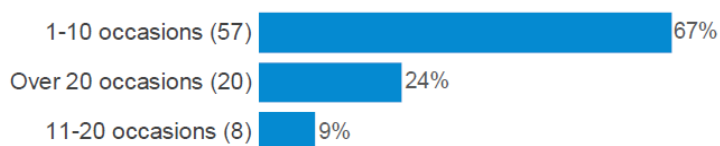
- *Ammanford needs more investment and personally I think the cross roads section needs to be pedestrianised*

4) Public survey: Summary of key overall results

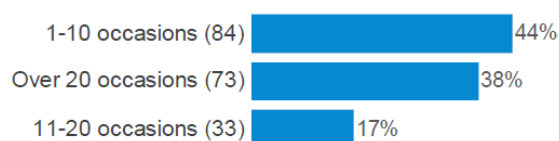
Since the 5th of August which of the following town centres have you visited?



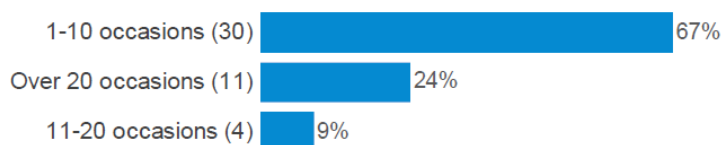
How often have you visited Llanelli town centre?



How often have you visited Carmarthen town centre?



How often have you visited Ammanford town centre?



Overall View

Overall view (n=286)	AIS	Strongly agree	Agree	Neither	Disagree	Strongly disagree
The town centre changes have decreased the risk of Covid-19 transmission.	0.03	15.3%	22.0%	28.4%	19.4%	14.9%
The town centre changes have improved pedestrian safety.	0.27	23.6%	23.2%	23.2%	16.9%	13.1%
The town centre changes have reduced traffic noise and vehicle pollution.	0.28	23.0%	23.0%	25.3%	16.6%	12.1%
The town centre changes have improved the feel and look of the town centres and make it a place I want to visit.	-0.09	22.5%	15.4%	17.2%	20.6%	24.38%

Llanelli Town Centre

Llanelli Town Centre N=86	AIS	Strongly agree	Agree	Neither	Disagree	Strongly disagree
The town centre changes have decreased the risk of Covid-19 transmission.	0.20	17.4%	26.7%	27.9%	14.0%	14.0%
The town centre changes have improved pedestrian safety.	0.48	29.1%	24.4%	23.3%	11.6%	11.6%
The town centre changes have reduced traffic noise and vehicle pollution.	0.57	27.9%	26.7%	29.1%	7.0%	9.3%
The town centre changes have improved the feel and look of the town centres and make it a place I want to visit.	0.08	24.4%	19.8%	16.3%	18.6%	20.9%

A total of 41 comments were left by individuals who had visited Llanelli town centre. A summary of the key themes is provided below.

- Many respondents indicated that the road closures has had a significant impact on individuals with disabilities from visiting the town centre. Some indicated that road closures have restricted the use of some disabled parking bays. An example of some comments are provided below.
 - o *Absolutely no consideration has been made for disabled people at all.*
 - o *Because the disabled parking has been taken away in Cowell Street I have only been to Llanelli twice once could not park so drove home and the other time had to wait until after 4pm.*
- A number of respondents noted that they would like the pedestrianisation should continue as it facilitates a better atmosphere in the town.
 - o *I think having the extra seating outside Marzanos is fab, especially on a nice day. You feel like you're abroad and it doesn't affect the disabled parking either as there's still plenty of it!*
 - o *keep the roads in town closed to vehicles*
 - o *better atmosphere*
 - o *continue with the changes, allow disabled parking*
- Whilst not directly associated with the question, some respondents noted that there is a need to increase the number of shops in the town centre.

- Members of the public took the opportunity to provide some suggestions on how the road closures in Llanelli town centre could be improved. Suggestions have been summarised and presented below.
 - o Increase free and disabled parking
 - o Increase PCSO and Police presence to enforce.

Carmarthen Town Centre

Carmarthen Town Centre N=191	AIS	Strongly agree	Agree	Neither	Disagree	Strongly disagree
The town centre changes have decreased the risk of Covid-19 transmission.	0.10	16.7%	24.0%	26.0%	19.8%	13.5%
The town centre changes have improved pedestrian safety.	0.36	24.1%	26.7%	21.5%	16.2%	11.5%
The town centre changes have reduced traffic noise and vehicle pollution.	0.32	24.2%	23.7%	23.2%	17.9%	11.1%
The town centre changes have improved the feel and look of the town centres and make it a place I want to visit.	0.03	23.6%	18.8%	15.7%	20.4%	21.5%

A total of 101 respondents left a comment relating to Carmarthen town centre. A summary of the key themes is provided below.

- Many expressed that the road closures have had a significant negative impact on elderly and disabled customers. Several respondents noted that the long distance between car parks and shops has deterred them from visiting. King street in particular was noted as a key problem to elderly and disabled customers. Examples of comments are provided below.
 - o *Disagree with the closure of King Street, unable to drop off my elderly relative for hairdressers appointments and opticians. The pavement is large enough to accommodate pedestrians especially as it is larger than many of the other streets which are not pedestrianised.*

- *I cannot use King Street as before I went 2/3 times a week. Went to bank, butcher and Co-op put each goods straight into car as I am disabled. Now I go to tumble a lot more friendly. King st shops are losing out.*
- *I do not understand the need to close King St in Carmarthen to cars during the day. This is discriminating against the elderly, disabled and less mobile who cannot now access King St premises. It is Disability Discrimination.*
- *I would not pedestrianised King Street. Makes it incredibly hard for me to get to my regular appointment as I have to be dropped off.*
- *King street should be open to some vehicles. Elderly or infirm people have been unable to be dropped off for appointments to hairdressers opticians and podiatry premises making it difficult for them to access these and other services. I do not think this is acceptable.*
- Whilst many respondents took the opportunity to raise concerns, a number of respondents expressed that the pedestrianised areas have been beneficial. More specifically, the road closures have had a positive influence on the atmosphere and safety.
 - *I would love to see the Kings street closure continued in some format. It increases footfall when you can browse the independent shop and stand back from the narrow pavements in to the roadway too.*
 - *I'm a fan of the King Street closure but not sure the Jackson's lane thing works, seems to be mostly ignored Perhaps could have more advance warning that it is one way.*
 - *Making the pedestrianised area in king st a permanent measure would be good. Or access only to vehicles supplying businesses . Also current measure stops cyclists using the street. This should be looked at and tweaked if possible to allow cyclists*
 - *To continue the current arrangements in terms of King Street, Nott Square and Guildhall Square.*
 - *It's so much easier to walk around with my small child*
- Some indicated that roads should be opened for disability badge holders and delivery vehicles. Some suggested that this should be at a reduced speed limit and enforced.
- Some noted that the one way systems do not work as they are largely ignored. More signage and enforcement officers should be present to police this.
- A number of respondents indicated that the road closures has had a detrimental impact on small and starter businesses.

Ammanford Town Centre

Ammanford Town Centre N=47	AIS	Strongly agree	Agree	Neither	Disagree	Strongly disagree
The town centre changes have decreased the risk of Covid-19 transmission.	-0.19	8.5%	14.9%	42.6%	17.0%	17.0%
The town centre changes have improved pedestrian safety.	0.00	14.9%	17.0%	36.2%	17.0%	14.9%
The town centre changes have reduced traffic noise and vehicle pollution.	0.02	10.9%	21.7%	37.0%	19.6%	10.9%
The town centre changes have improved the feel and look of the town centres and make it a place I want to visit.	-0.45	8.5%	12.8%	29.8%	23.4%	25.5%

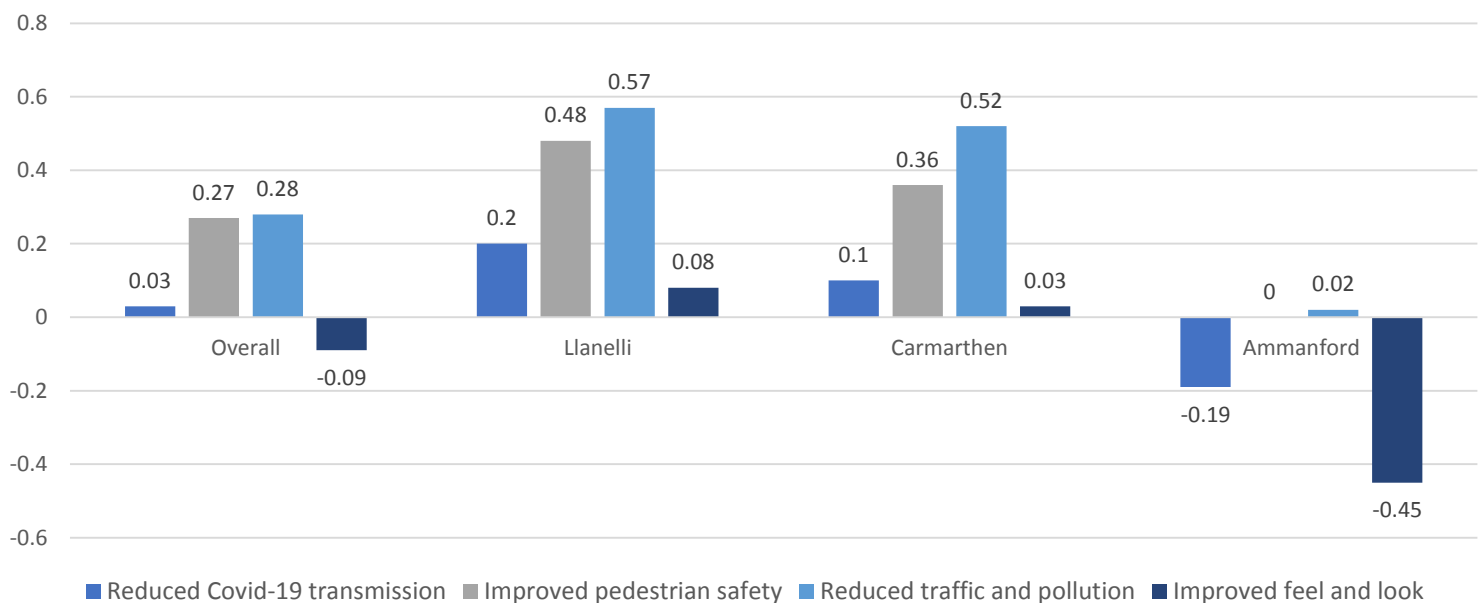
A total of 15 comments were received on Ammanford town centre. The majority of comments related to the lack of changes implemented in the town. Moreover, respondents indicated that parking is an issue in the town centre. Comments are displayed below.

- *Free parking needs to be brought back, that was a positive during the lockdown. Ammanford seems to be back to normal, the queuing systems are no more...*
- *Hardly anything implemented but the one way system by the lights has been ignored due to poor signage*
- *I work in Quay Street in Ammanford which as you know is already pedestrianised - there are ample opportunities for social distancing but I am concerned about the seating area outside the post office & further down the street - people have continued to congregate in these areas & have not been displaying social distancing practices - can these areas be temporarily be removed or reduced?*
- *Limit the group size of teenagers hanging around the town. Reduce the parking charges to the Ammanford.*
- *make parking free*
- *One way system under scaffolding is pointless. As long as school children congregate in the arcade without masks it will remain unsafe for pedestrians to walk down.*
- *Pathetic changes in Ammanford*
- *The traffic crossing outside wilko in ammanford is terrible. Even before covid if someone with a buggy or mobility scooter is at the crossing its impossible*

without stepping into the road to get past those waiting. The shrubbery and trees there are over grown and now with covid restrictions the pavement barely qualifies as a safe passing point, it's barely a metre wide, yet the council spent goodness knows how much on widening the path by the pensioners hall a relatively low traffic area. Please consider the work that so desperately needs doing by wilko.

- There has been no improvements in Ammanford people queuing across the footfall to use bank machines and ques foe shops and shop not implementing hand hygiene
- Vehicles still parking in pedestrian zone, Quay St Ammanford

Public perception of Covid-19 measures introduced in town centres based on Average index score



The histogram above highlights the average index scores¹ for each question overall and for each town centre. The results indicate that the town centre changes have had little impact on reducing the risk of covid-19 transmission which is indicated with an overall AIS of 0.03. In Llanelli (0.2) and Carmarthen (0.1) town centres, there seems to be a higher agreement on the positive impact of changes to reducing covid-19 transmission risk. Conversely, there seems to be a disagreement that town centre changes have had a negative impact on transmission risk in Ammanford (-0.19). Ammanford have seen very few changes to the town centre and when removed from the data, the overall AIS was 0.11 indicating an agreement that the changes have reduced the risk of covid-19 transmission in Llanelli and Carmarthen. Overall it was seen that members of the public agree that changes to town centres have had a positive impact on pedestrian safety (0.27). This can also be seen in Llanelli (0.48) and Carmarthen (0.36) town centres. As depicted in the histogram above, there is a balance of opinion in Ammanford regarding pedestrian safety. The AIS indicates that members of the public agree that changes to town centres has reduced traffic and pollution (0.28) this is also replicated across all three towns. Whilst the negative AIS suggests that the public disagree that changes to town centres has improved the look and

feel of town centres (-0.09), this may be skewed by the negative score from Ammanford town centre (-0.45). Llanelli (0.08) and Carmarthen (0.03) both showed slight agreement however not comprehensive. When Ammanford is removed from the data, it can be seen that the AIS for Carmarthen and Llanelli is 0.03 which indicates a slight agreement.

Carmarthenshire County Council

Assessing Impact

The Equality Act 2010

The Equality Act 2010 (the Act) brings together and replaces the previous anti-discrimination laws with a single Act. It simplifies and strengthens the law, removes inconsistencies and makes it easier for people to understand and comply with it. The majority of the Act came into force on 1 October 2010.

The Act includes a new public sector equality duty (the 'general duty'), replacing the separate duties on race, disability and gender equality. This came into force on 5 April 2011.

What is the general duty?

The aim of the general duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities. The duty ensures that equality considerations are built into the design of policies and the delivery of services and that they are kept under review. This will achieve better outcomes for all.

The duties are legal obligations. Failure to meet the duties may result in authorities being exposed to legal challenge.

Under equality legislation, public authorities have legal duties to pay 'due regard' to the need to eliminate discrimination and promote equality with regard to race, disability and gender, including gender reassignment, as well as to promote good race relations. The Equality Act 2010 introduces a new public sector duty which extends this coverage to age, sexual orientation, pregnancy and maternity, and religion or belief. The law requires that this duty to pay 'due regard' be demonstrated in the decision making process. It is also important to note that public authorities subject to the equality duties are also likely to be subject to the obligations under the Human Rights Act and it is therefore wise also to consider the potential impact that decisions could have on human rights as part of the same process.

Carmarthenshire's approach to Equality Impact

In order to ensure that the council is considering the potential equality impact of its proposed policies and practices, and in order to evidence that we have done so, every proposal will be required to be supported by the attached Equality Impact Assessment. Where this assessment identifies a significant impact then more detail may be required.

Reporting on assessments

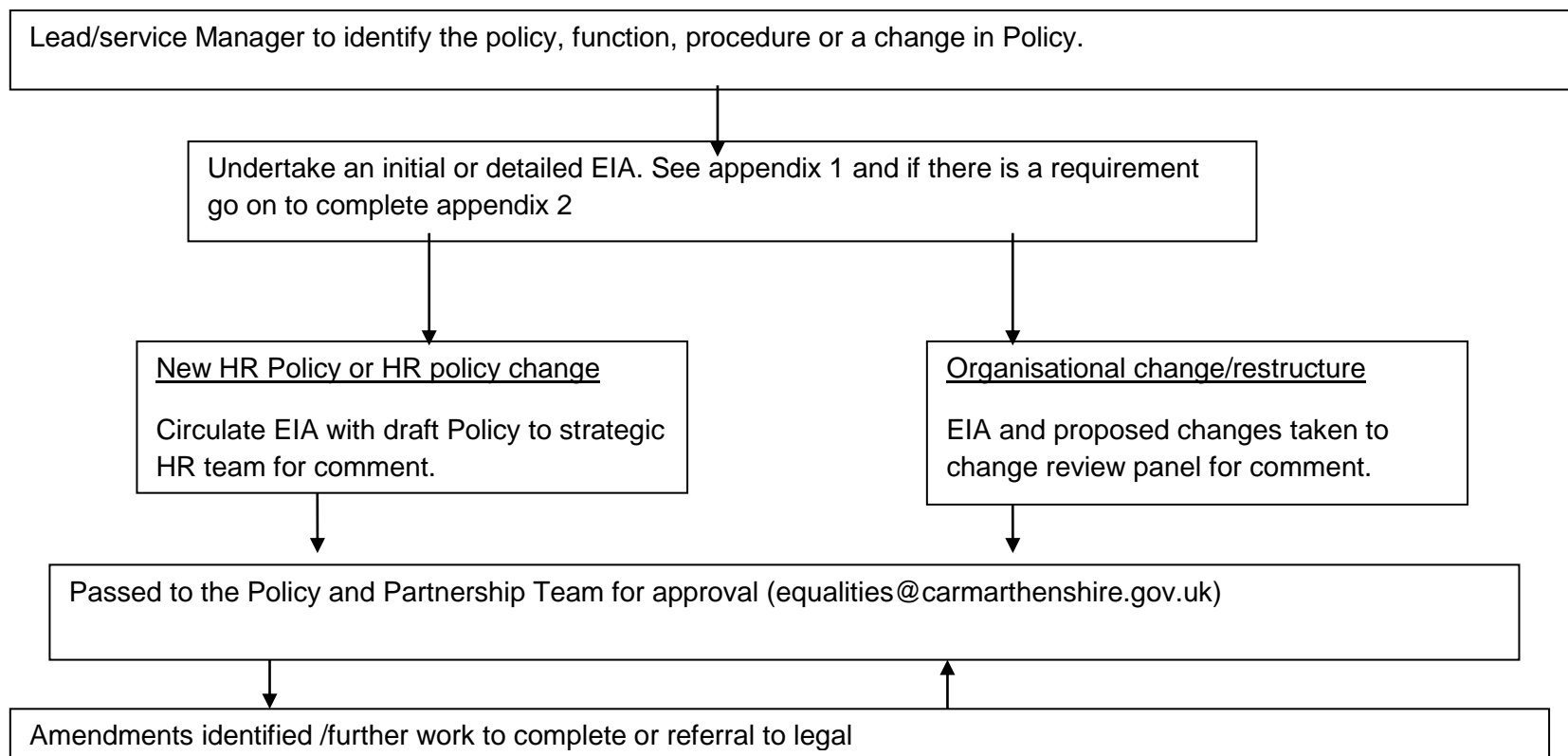
Where it is clear from the assessment that the likely impact on the authority's ability to meet the general duty is substantial, then it must publish a report.

Initial and Detailed Equality Impact Assessments

The initial EIA (appendix 1) is a simple and quick method of assessing the effect of a policy, function, procedure, decision including financial cuts on one or more of the protected characteristics.

The Service Manager responsible for the relevant new or revised policies, functions, procedures and financial decisions must undertake, at least, an initial EIA and where relevant a detailed Equality Impact Assessment (appendix 2); EIA must be attached as background paper with reports to Executive and Scrutiny.

Equality impact assessment – Process to follow where HR implications have been identified



Initial Equalities Impact Assessment Template Appendix 1

Department: Environment	Completed by (lead): Jackie Edwards	Date of initial assessment: 09.07.2020 Revision Dates: 24.07.2020, 24.08.2020, 05.03.2021
Area to be assessed: (i.e. name of policy, function, procedure, practice or a financial decision)	Public Realm – Covid 19 Recovery Plan	
Is this existing or new function/policy, procedure, practice or decision?	New due to Covid 19	
What evidence has been used to inform the assessment and policy? (please list only)		
<ul style="list-style-type: none"> • Ward Profiles provide us with information on age, disability, race and gender for our county and by ward • Interim Report on Public Realm details all changes required to support our town centres during the recovery stage • Government guidance on safer public places urban centres and green spaces • Street trading and Licencing position statement • Public Realm Survey - Impact of Covid-19 measures in town centres report <p>Maps have been produced to provide visuals on all the measures implemented in our towns to keep them safe:</p> <p>Ammanford</p>		

- [Carmarthen](#)
- [Llanelli](#)

1. Describe the aims, objectives or purpose of the proposed function/policy, practice, procedure or decision and who is intended to benefit.

During the pandemic we have temporarily changed town centre/public realm areas to support the further reopening of businesses in the town centre and the need to adhere to the Government guidance particularly with respect to social distancing.

The Council's aspiration is to support the return of town centre footfall to its pre-COVID-19 levels. Local Authorities are advised to consider measures that can influence the utilisation of pedestrian space, the movement of people, queuing requirements and traffic management and which give more space to cyclists and pedestrians as part of the return to a new and better 'normal'.

Following a period of implementation with our mixed method approach to our town centres, we have consulted with the public on the measures in place and also with businesses to measure any impact from these measures on their trade.

Our main aim is to create a safe space for all of the public, considering all of the challenges that Covid presents, whilst taking on board feedback received in the consultation. We will be looking at 3 proposals to support our town centre businesses and ensure a safe environment for them to trade in.

These are:

1. Continue with the 2020 method, 10-4pm daily.
2. Remove all measures
3. Continue with the measures but only between Tuesday and Saturday from 11-3pm.

The measures will continue to focus on Ammanford, Carmarthen and Llanelli Town Centre are our 3

	<p>largest towns in Carmarthenshire and are our priority. With more non-essential retail open and restrictions to the number of people allowed in a shop at any one time. The demand for space for customers to queue on pavements will increase and in time businesses, particularly the food service industry, may want more space to operate outside.</p> <p>By pedestrianizing streets in Carmarthen and Llanelli to vehicle traffic between proposed time frames, the road space previously dominated by parked or idling cars and slow-moving traffic, resulting in air pollution and limiting pedestrian movement, has been re-designated to support the required social distancing measures using temporary barriers, coning or lining.</p> <p>The primary focus to continue with these measures under the new proposals is to ensure that everyone who uses our town centres has safe space to access the high street, can socially distance and to provide an inviting shopping experience. Doing so will encourage people of all abilities to return, which will provide on-going support and continued custom to local businesses in this most challenging of times.</p> <p>Also, 20mph speed limits, pedestrian directional management to decrease flow conflict, reallocating parking areas are included as measures within these proposals.</p>		
<p>The Public Sector Equality Duty requires the Council to have “due regard” to the need to:-</p> <p>(1) eliminate unlawful discrimination,</p>	<p>2. What is the level of impact on each group/protected characteristics in terms</p>	<p>3. Identify the risk or positive effect that could result for each of the group/protected characteristics?</p>	<p>4. If there is a disproportionately negative impact what mitigating factors have you</p>

<p>harassment and victimisation;</p> <p>(2) advance equality of opportunity between different groups; and</p> <p>(3) foster good relations between different groups</p> <p>(see guidance notes)</p>		<p>of the three aims of the duty?</p> <p>Please indicate high (H) medium (M), low (L), no effect (N) for each.</p>	<p>Risks</p>	<p>Positive effects</p>	<p>considered?</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 293</p>	<p>Age</p>	<p>Low</p>	<p>Everyone is at risk of infection from COVID19, however older people in Carmarthenshire are more likely to develop serious ill health and are more likely to have complex co-morbidities which place them at greater risk of complications if they contract COVID-19.</p> <p>23% of the total population in Carmarthenshire are aged over 65.</p> <p>People over 70 may be concerned about increased risks to them from a greater</p>	<p>The strategy aims to benefit everyone by making it easier, safer, more secure and more welcoming to walk and cycle in our streets and spaces.</p> <p>There are also clear one- way signs and reminders to social distance.</p> <p>Reopening the town centres will have a positive impact generally.</p>	<p>Adaptations to public spaces and efforts to manage numbers could offer reassurance to those concerned about increased risks of more people travelling.</p> <p>Where possible benches to remain in place to allow persons to rest.</p> <p>Temporary use of carriageway as footway at pinch point and the widening of footways to enable social distancing for all footway users.</p> <p>Public conveniences are open to assist visitors who rely on these facilities and will allow them to visit the town centres.</p>

			<p>movement of people.</p> <p>Older people may find it difficult to remain standing within queues.</p> <p>Social distancing may lead to an increase in mental health issues and, for example, an increase in young people going to A&E with mental health concerns and an increase in suicides.</p>		
	Disability	High	<p>It may be more challenging for visually impaired customers to navigate around the town centres, particularly the one-way system. This also applies for individuals who have mobility issues and are unable to walk long distances.</p> <p>Potential negative impacts on disabled people were identified</p>	<p>The positives stated above for Age would also be likely to benefit people with disabilities.</p> <p>We aim to make it easier for people to find their way around, including making signage clear such as one-way signs and reminders to social distance and making them easy to read,</p>	<p>Risk assessments and plans for adapting public spaces will take into account the different needs of different groups to ensure they are accessible to all and do not cause unintentional discrimination.</p> <p>Working alongside the RNIB Cymru & guide dogs guidance ensures that the street is as accessible as possible for all users.</p>

			<p>as being cluttered pavements with additional street furniture and display boards to promote businesses can cause difficulties for visually impaired people and wheelchair users.</p> <p>Disabled people with mobility issues may face inequality of access if public spaces not adapted accordingly.</p> <p>Guide dogs are also not trained to maintain social distance.</p> <p>People with sight loss are more likely to use touch to navigate – this means they are more at risk from contracting the virus from surfaces.</p> <p>Disabled people are becoming more</p>	<p>which could help people with learning disabilities.</p> <p>Reopening the town centres will have a positive impact generally.</p> <p>Many blind and partially sighted people enjoy walking and tandem cycling and a reduction in air pollution is a positive development for the whole community.</p> <p>We aim to create a safer space by pedestrianizing between specific times of the day. environment.</p> <p>Lower town centre speed limit will also create safer environments.</p>	<p>Liaison will take place with the disability coalition group and designs will incorporate the principles of Inclusive mobility.</p> <p>Ensure that safe outdoor stalls and outdoor seating will not restrict movement for pedestrians, particularly people with disabilities, for example, where adjacent footways are already narrow.</p> <p>Temporary use of carriageway as footway at pinch point to enable social distancing for all footway users.</p> <p>Consider the impact of any plans on visually and mobility impaired people and encourage space to be taken from roads, maintaining a detectable kerb between pedestrians and additional obstructions.</p> <p>If traders wear voluntary masks then we will make them aware that deaf</p>
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			<p>concerned about their mental health and experiencing feelings of loneliness.</p> <p>Disabled people are more reluctant than non-disabled people to leave their homes and were significantly more likely to report feeling unsafe when doing so.</p> <p>It is also important to note that the ability to maintain social distancing can be more challenging for those with certain disabilities, including but not limited to: mobility issues, sight impairments and neuro-disabilities.</p> <p>15.2% of the population in Carmarthenshire receive Incapacity/Disability benefits.</p>		<p>customers will request the removal of the mask to communicate.</p> <p>Inspectors will keep a look out for businesses breaching the A Board Policy.</p> <p>Floor Signs are in bright yellow contrasting with the pavement with red arrows, soon to be replaced with black arrows.</p> <p>Pedestrianisation will reduce the risk of road traffic accidents for people who are registered blind or visually impaired.</p> <p>Improved Air Quality will assist those with respiratory illnesses to use the facilities, particularly pertinent as COPD are known to exacerbate COVID-19 complications.</p> <p>Increased number of disabled parking bays will be available in close proximity to town centres.</p>
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					<p>Street café furniture will be segregated by barriers to assist further with social distancing and also the visually impaired. This is a requirement within our pavement café licencing.</p> <p>Public conveniences are open to assist visitors who rely on these facilities and will allow them to visit the town centres.</p>
	Gender reassignment	Low	No risks identified at this point – continue to monitor	<p>Reopening the town centres will have a positive impact generally.</p> <p>There are also clear one- way signs and reminders to social distance.</p>	
	Race	Medium	BME people may be more likely to have health conditions associated with a worse outcome from COVID19.	<p>From the Census data we are aware that 1.9% of our population are non-white ethnic.</p> <p>The strategy aims to</p>	<p>General communication activity on the need for everyone to continue to follow guidance such as social distancing and good hygiene.</p> <p>Social distancing will be</p>

			<p>BAME individuals are known to be at higher risk from the effects of coronavirus and may have heightened concerns about easing restrictions.</p> <p>People who speak English as a second language may have less access to information about COVID-19 and therefore may be at a higher risk.</p> <p>‘Social distancing’ policies might have a greater impact for BME older or disabled people who rely on family for advocacy/ social contact.</p> <p>Social distancing policies might have a higher impact for BME older or disabled people who have experienced</p>	<p>make our streets and spaces safer, more secure and more welcoming, which would be likely to benefit groups who may feel more vulnerable in public space, including people from minority groups.</p> <p>There are also clear one- way signs and reminders to social distance.</p> <p>We know that our BAME communities are vulnerable to COVID 19 and so we want to make our towns as safe as we can, with enhanced cleaning regimes and hand sanitiser stations as well as hand-washing facilities being encouraged within retail units and our public conveniences</p>	<p>managed whilst queuing. Communications in advance that queuing is likely may provide opportunity for those at greater risk to wear face coverings if they would prefer to do so.</p> <p>Temporary use of carriageway as footway at pinch point to enable social distancing for all footway users</p> <p>Safer Social Distancing will support people with protected characteristics such as BAME who have been identified as at higher risk of COVID-19.</p>
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			discrimination and this may reinforce a sense of stigma.	will be open.	
	Religion/Belief	Low	No risks identified at this point – continue to monitor	Reopening the town centres will have a positive impact generally.	
	Pregnancy and maternity	Low	<p>Pregnant women are included in the list of 'high risk' groups.</p> <p>Social distancing for pregnant women might have an impact on their ability to manage their own healthcare, including mental health.</p> <p>The requirement to control entry by limiting numbers has necessitated a queuing system. Having to stand for a significant period may impact on a pregnant or new mother.</p>	<p>The strategy's aims to make it easier to get around on foot are likely to help pregnant women and women with small children.</p> <p>There are also clear one- way signs and reminders to social distance.</p> <p>Baby changing facilities are available in the disabled people's toilets and will be subject to enhanced cleaning regimes.</p> <p>Reopening the town centres will have a positive impact</p>	Where possible benches to remain in place to allow persons to rest.

				generally	
	Sexual Orientation	Low	No risks identified at this point – continue to monitor	Reopening the town centres will have a positive impact generally.	
	Sex	Low	No risks identified at this point – continue to monitor	Reopening the town centres will have a positive impact generally.	
	Welsh language	Low	44% of the population in Carmarthenshire can speak the Welsh Language.	Welsh language will be prominent in all signage and marketing material including one- way signs and on the reminders to social distance. Reopening the town centres will have a positive impact generally.	
	Any other area – Socio Economic	Low		The document seeks to encourage walking and cycling by making it easier, safer, more secure	Street café furniture will be segregated by barriers to assist further with social distancing.

				and more pleasant. This is likely to benefit people of lower socio-economic status who are less able to afford a car. The document also seeks to make it easier for people to find their way around, including making signage clear and easy to read and having an awareness of the diversity of language, which could help people who do not speak/read English as their first language.	
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<p>5. Has there been any consultation/engagement with the appropriate protected characteristics?</p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>A meeting was held with the Carmarthenshire Disability Coalition for Action on 16 July 2020. Comments via e-mail have also been received noting concern re: use of face masks and the effect on individuals who lip-read.</p> <p>During the meeting, the Head of Transportation & Highways explained the outline</p>
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plans for the three main towns. Specific comments were noted for Carmarthen, with a request for increased disabled parking bays in St Peters car park.

Members of the Coalition queries the link between the use of external tables / seating areas on Cowell Street in Llanelli and the link to Licensing was explained.

Concern was noted re: availability of public toilets in areas where businesses are being reopened.

Members of the Coalition discussed the reopening of smaller towns (e.g. Burry Port) and the Head of Service explained that the three main towns were the first step with smaller towns being supported at a later date.

Members of the Coalition received copies of the detailed maps and the Head of Service / Executive Board Member for Disability encouraged ongoing dialogue re: public realm and pedestrianisation.

Public Realm - Impact of Covid-19 measures in town centres report (January 2021)

A mixed-methods approach was utilised to uncover business and citizens views of the current measures placed in Llanelli, Carmarthen and Ammanford town centres due to Covid-19. Citizens were asked to comment on the impact that these measures have had on public safety, traffic, and the feel and look of towns whilst businesses were also asked to comment on the impact of these measures on their trade. The survey took place during the period from 16th November 2020 to 4th January 2021.

In feedback specific to Carmarthen, comments were received relating to the difficulty of some customers accessing services. Due to the road closures, elderly clients and individuals with disabilities are unable to get dropped off which has been

problematic.

- *Access is needed for elderly people very discriminative. Delivery needs to be more flexible*
- *Restricting access to King Street and Notts Square to disabled and older, less mobile visitors who are regularly dropped off and picked up in the street*
- *I have repeatedly raised my concerns about the pedestrianisation of King Street. I believe that it has had a very negative impact on older people and those unable to walk the length of the street. This is not really about my business; this isn't our main customer base however from personal experience of living with someone with a disability it is something I feel very strongly about. Limiting people with mobility concerns to accessing banking, attending the hairdresser, going to the foot health clinic, the coop, the sports injury service, etc. Is tantamount to discrimination.*

In feedback specific to Llanelli, we have received comments in terms of disabled parking bays:

- *Because the disabled parking has been taken away in Cowell Street I have only been to Llanelli twice once could not park so drove home and the other time had to wait until after 4pm.*

However, we have also received comments in support of the road closures and suggesting an increase in disabled parking bays. This is identified as a potential mitigation action.

6. What action(s) will you take to reduce any disproportionately negative impact, if any?

Possible mitigation steps are noted in column 4 above.

Further consideration to be given to suggested mitigation steps following the Public Realm Impact of Covid-19 measures in town centres report

(January 2021) e.g., closure hours, provision of disabled parking bays, supporting Blue Badge holders.

7. Procurement

Following collation of evidence for this assessment, are there any procurement implications to the activity, proposal, service.

Please take the findings of this assessment into your procurement plan. Contact the corporate procurement unit for further advice.

No procurement implications identified

8. Human resources

Following collation of evidence for this assessment, are there any Human resource implications to the activity, proposal or service?

No

9. Based on the information in sections 2 and 6, should this function/policy/procedure/practice or a decision proceed to Detailed Impact Assessment? (recommended if one or more H under section 2)

YES

NO

Approved by:

Head of Service

Stephen Pilliner, Head of Transportation & Highways

Date: 24 August 2020

Updated: 08.03.2021

Detailed Equalities Impact Assessment Template Appendix 2

Department:	Environment
Completed by (lead):	Jackie Edwards
Date of Detailed assessment:	24.07.2020
Area to be assessed: (<i>Policy, function, procedure, practice or a financial decision</i>)	Public Realm – Covid 19 Recovery Plan
Is this existing or new function/policy/Procedure/practice	New due to Covid 19

<p>1. Describe the aims, objectives or purpose of the function/policy, practice or procedure and who is intended to benefit.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 305</p>	<p>To temporarily change town centre/public realm areas to support the further reopening of businesses in the town centre and the need to adhere to the Government guidance particularly with respect to social distancing.</p> <p>To create a safe space for all the public, considering all of the new challenges.</p> <p>Coronavirus (COVID-19) has had a severe impact on people’s lives and health, and the economic impact of COVID-19 on our towns and local centres is severe. As restrictions are lifted, we will be looking to support our town centre businesses and ensure a safe environment for them to begin trading.</p> <p>The Council’s aspiration is to support the return of town centre footfall to its pre-COVID-19 levels.</p>
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The government is urging Local Authorities to make significant changes to their road layouts to ensure social distancing can be achieved and to establish a safe trading environment for businesses and customers. Local Authorities are advised to consider measures that can influence the utilisation of pedestrian space, the movement of people, queuing requirements and traffic management and which give more space to cyclists and pedestrians as part of the return to a new and better 'normal'.

Ammanford, Carmarthen and Llanelli Town Centre are our 3 largest towns in Carmarthenshire and have therefore been selected as a priority. With more non-essential retail open and restrictions to the number of people allowed in a shop at any one time. The demand for space for customers to queue on pavements will increase and in time businesses, particularly the food service industry, may want more space to operate outside.

By pedestrianizing streets Carmarthen and Llanelli to vehicle traffic between 10:00am and 4:00pm, the road space currently dominated by parked or idling cars and slow-moving traffic, resulting in air pollution and limiting pedestrian movement, can be re-designated to support the required social distancing measures using temporary barriers, coning or lining.

The primary focus of these proposals is to ensure that everyone who uses our town centres has safe space to access the high street, can socially distance and to provide an inviting shopping experience. Doing so will encourage people to return, which will provide on-going support and continued custom to local businesses in this most challenging of times.

Also, 20mph speed limits, pedestrian directional management to decrease flow conflict, reallocating parking areas are included within the proposals.

<p>2. Please list any existing documents, evidence, research which have been used to inform the Detailed equality impact assessment. (This must include relevant data used in this assessment)</p>	<ul style="list-style-type: none"> • Ward Profiles provide us with information on age, disability, race and gender for our county and by ward • Interim Report on Public Realm details all changes required to support our town centres during the recovery stage • Government guidance on safer public places urban centres and green spaces • Street trading and Licencing position statement
<p>3. Has any consultation, involvement been undertaken with the protected characteristics to inform this assessment? (please provide details, who and how consulted)</p>	<p>A meeting was held with the Carmarthenshire Disability Coalition for Action on 16 July 2020. Comments via e-mail have also been received noting concern re: use of face masks and the effect on individuals who lip-read.</p> <p>During the meeting, the Head of Transportation & Highways explained the outline plans for the three main towns. Specific comments were noted for Carmarthen, with a request for increased disabled parking bays in St Peters car park.</p> <p>Members of the Coalition queries the link between the use of external tables / seating areas on Cowell Street in Llanelli and the link to Licencing was explained.</p> <p>Concern was noted re: availability of public toilets in areas where businesses are being reopened.</p> <p>Members of the Coalition discussed the reopening of smaller towns (e.g. Burry Port) and the Head of Service explained that the three main towns were the first step with smaller towns being supported at a later date in necessary</p> <p>Additional parking spaces for the disabled would be provided where some were displaced as a result any pedestrianisation.</p> <p>Members of the Coalition received copies of the detailed maps and the Head of Service / Executive Board Member for Disability encouraged ongoing dialogue re: public realm and pedestrianisation.</p>

4. What is the actual/likely impact?

The assessment foresees a high impact on disabled people / the disabled community. The likely impact is dependent on the nature of the disability.

The main likely impacts are noted below -

- Impact on visually impaired customers to navigate around the town centres, particularly the one-way system. This also applies for individuals who have mobility issues and are unable to walk long distances.
- Potential negative impacts on disabled people were identified as being cluttered pavements with additional street furniture and display boards to promote businesses can cause difficulties for visually impaired people and wheelchair users.
- Disabled people with mobility issues may face inequality of access if public spaces not adapted accordingly.
- People with sight loss are more likely to use touch to navigate – this means they are more at risk from contracting the virus from surfaces. Guide dogs are also not trained to maintain social distance, therefore public awareness re: this is key.
- Disabled people are becoming more concerned about their mental health and experiencing feelings of loneliness.
- Disabled people are more reluctant than non-disabled people to leave their homes and were significantly more likely to report feeling unsafe when doing so.
- It is also important to note that the ability to maintain social distancing can be more challenging for those with certain disabilities, including but not limited to mobility issues, sight impairments and neuro-disabilities.

	We will continue to monitor any other issues that arise in our discussion with local businesses, enforcement officers and from feedback through members of the public.			
5. What actions are proposed to address the impact? (<i>The actions needs to be specific, measurable and outcome based</i>)	What are we going to do?	Who will be responsible?	When will it be completed?	How will we know we have achieved our objective?
	Inspectors will keep a look out for businesses breaching the A Board / Frames Policy.	Street Works	Ongoing inspections	Inspection Reports
	Floor Signs are in bright yellow contrasting with the pavement with red arrows, soon to be replaced with black arrows.		Completed	Improved visibility of signage Improved awareness of arrangements
	Pedestrianisation will reduce the risk of road traffic accidents for people who are registered blind or visually impaired.	Richard Waters	Completed	A decrease in incidents

	Risk assessments and plans for adapting public spaces will take into account the different needs of different groups to ensure they are accessible to all and do not cause unintentional discrimination.	Richard Waters	Completed	Monitored through feedback from members of the public Number of complaints, compliments and comments
	Working alongside the RNIB Cymru & guide dogs guidance ensures that the street is as accessible as possible for all users	Public Realm Group	Consideration alongside any further work and communications	Improved awareness of accessibility
	Liaison will take place with the disability coalition group and designs will incorporate the principles of Inclusive mobility	Stephen Pilliner	Carmarthenshire Disability Coalition for Action on 16 July 2020.	Dialogue to be continued with the Carmarthenshire Disability Coalition
	Ensure that safe outdoor stalls and outdoor seating will not restrict movement for pedestrians, particularly people with disabilities, for example, where	Street works	Ongoing Inspections	Inspection Reports

	adjacent footways are already narrow.			
	Temporary use of carriageway as footway at pinch point to enable social distancing for all footway users.	Richard Waters	Completed	Improved awareness of arrangements
	Consider the impact of any plans on visually and mobility impaired people and encourage space to be taken from roads, maintaining a detectable kerb between pedestrians and additional obstructions.	Stephen Pilliner	Discussion at the meeting with Carmarthenshire Disability Coalition for Action on 16 July 2020 To be monitored	Dialogue to be continued with the Carmarthenshire Disability Coalition
	Increased number of disabled parking bays will be available in close proximity to town centres.	Richard Waters	Completed – Additional bays have been implemented.	Completed
	Street café furniture will be segregated by barriers to assist further with social distancing and also the visually impaired. This is a requirement within	Street works	Licence application and ongoing inspections	Applications and inspections

	our pavement café licencing.			
	Public conveniences are open to assist visitors who rely on these facilities and will allow them to visit the town centres.	Rhys Davies	Completed – They are open for use	
6. How will actions be monitored?	<ul style="list-style-type: none"> • Through regular feedback to the Head of Service for Transportation and Highways • Through regular feedback to the Public Realm Group • Through feedback to the Carmarthenshire Disability Coalition 			
Approved by: Head of Service	Stephen Pilliner Head of Service, Transportation and Highways	Date: 24.08.2020		

Thank you for completing this assessment.

For further information regarding Assessing Impact, please contact the -

Policy & Partnership Team

Chief Executive's Department

01267 22(4914) / (4676)

equalities@carmarthenshire.gov.uk

Please send a copy of the assessment to the above e-mail address upon completion.

Mae'r dudalen hon yn wag yn fwiadol