

21 November, 2012.

LLANELLI RURAL COUNCIL

Minute Nos: 281 – 290

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 21 November 2012, at 4.45 p.m.

Present: Cllr. D. M. Cundy (Chairman)

Cllrs.

L. A. Beer	H. J. Evans
M. V. Davies	R. E. Evans
S. L. Davies	S N. Lewis
G. N. R. Edwards	A. G. Morgan
W. V. Thomas	

281. CHAIRMAN'S ANNOUNCEMENT

The Chairman referred to the recent demise of Mr L. S. Linsell (former council member) and Mr T. G. Hier (former council employee). Members and staff stood in silent tribute.

282. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. T. Devichand (Cllr S. L. Davies deputising), S. M. Donoghue and T. J. Jones (Cllr R. E. Evans deputising).

283. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

284. FOODBANK PROJECT

The Chairman welcomed to the meeting Mr Tony Graham, Foodbank Network Manager (Wales), The Trussell Trust and Rev. Bill Chapman, Leader of Myrtle House.

Before the Chairman invited Mr Tony Graham and Rev. Bill Chapman to address Members, the Deputy Clerk (Administration) was asked to outline the content of her covering report on the subject of establishing a foodbank.

21 November, 2012.

Having considered the report, Mr Graham was then invited to address Members and he proceeded to explain via the aid of a Powerpoint presentation the ethos and goals of the Trussell Trust, which in this instance was working in partnership with Myrtle House to run a foodbank franchise for the Llanelli area.

Members were informed that the following criteria were essential elements for operating a foodbank.

- A project co-ordinator working a maximum of 15 hours per week;
- Volunteers: key team leaders, hands on team, skills (IT/PR/Fundraising);
- warehouse space for food storage;
- distribution partners (Myrtle House);
- office equipment, warehouse equipment (scales, shelving, etc);
- use of a small van;
- funding: £10,000 in year 1, rising to £20,000 in year 2; and
- a list of community contacts including front line service professionals covering GPs, social services etc.

Mr Graham explained the foodbank franchise was based upon a growing network throughout the UK, working in partnership with churches and local communities to mobilise and equip them for social action and to care for those in need around them. Mr Graham stated the greatest challenge was staffing the foodbank with dedicated paid staff and trained volunteers. To increase capacity in Llanelli funding was needed for a vehicle and for part time managers; sourcing suitable storage facilities was also important. Based on evidence of need and current trends, the use of foodbanks would escalate over the next few years as more people struggled with poverty. Therefore, increasing local capacity was fundamental to the on-going success of the foodbank franchise.

Rev. Bill Chapman then spoke about the foodbank locally and the role performed by Myrtle House. He quoted a range of statistics on the number of people using the service and this was increasing year on year. The foodbank franchise was clearly the church's responsibility but felt the franchise needed to be spread to more rural outlying areas across Carmarthenshire. He then touched upon the role of the trained voucher distributors within the community and the need to identify more local distribution points for the allocation of the food vouchers. In response Members felt more marketing and advertising of the service was necessary in order to spread the message to the franchise's target audience; discreet advertising throughout the community was then generally discussed.

Members were keen to demonstrate their support for the initiative in some capacity but were mindful of the areas of help and the potential financial implications associated with same. Nevertheless it was important to have a further discussion on how the Council might be able to support the foodbank project at Myrtle House and to facilitate this it was

RESOLVED that

- (1) Advertising material be obtained from Myrtle House and be made available to Members to distribute locally within their ward; and that

21 November, 2012.

- (2) the Deputy Clerk (Administration) to have further dialogue with the Trussell Trust and staff at Myrtle House to identify areas where the Council could possibly lend its support in the future and that this information be reported to the next committee meeting.

Cllr. S. L. Davies withdrew from the meeting midway through the discussion of Minute No. 284 above.

285. BOUNDARY COMMISSION FOR WALES – REVISION OF PARLIAMENTARY CONSTITUENCIES IN WALES

Members were presented with the revised set of proposals received from the Boundary Commission for Wales focusing on the reconfiguration proposals for the Llanelli Parliamentary Constituency. After a brief discussion it was

RESOLVED that the information be noted for the time being.

**286. MID AND WEST WALES FIRE AND RESCUE AUTHORITY
- DRAFT ANNUAL ACTION PLAN 2013-2014**

Members received the Draft Annual Action Plan for 2013-2014 together with correspondence from the Fire Brigade Union.

The Mid and West Wales Fire and Rescue Authority plan represented year four in delivering the improvements identified in its Strategic Plan 2010 – 2015. The focus for 2013-2014 was centred on continuing to deliver and improve upon its objectives from previous years as well as focussing on specific areas of improvement which it believed would enhance the way in which it worked and ultimately the service it provided to communities.

The five key areas for improvements were:

- Managing Risk
- Managing People
- Working Together
- Managing Resources
- Managing Performance

Members having considered the Draft Annual Action Plan 2013-2014 were generally supportive of the five key objectives identified. However, they were mindful of the report received from the Fire Brigade Union about the changes to crewing arrangements (covered under Managing Resources above) and the impact on front line services at Llanelli Fire Station and other neighbouring fire stations which occasionally offered support to the Llanelli area and it was

RESOLVED that

21 November, 2012.

- (1) The Draft Annual Action Plan for 2013-2014 be accepted in principle;
- (2) the correspondence and report received from the Fire Brigade Union be noted, and to that end
- (3) representatives of the Mid and West Wales Fire and Rescue Service be invited to attend a future Council meeting to further discuss how the impact of the reconfiguration of crewing arrangements (as described by the Fire Brigade Union) will affect front line services at Llanelli Fire Station.

Cllr. S. N. Lewis withdrew from the meeting midway through the discussion of Minute No. 286 above.

287. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted, the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

288. STAFFING MATTERS

Members considered the report of the Deputy Clerk (Administration) informing of staffing matters.

RESOLVED that the report referenced 11/2012 be accepted.

289. EMPLOYEE ASSISTANCE PROGRAMME

Members considered the report of the Deputy Clerk (Administration) informing of a Framework Agreement procured by the Welsh Government to provide Employee Assistance Programme (EAP) services to the public sector in Wales.

Members were informed that the framework would run for four years until 30 September 2015, with an option to extend for a further period of up to 12 months. It could be joined at anytime and at a length suitable to the needs of the framework member. The framework was made up of three lots:

LOT A – Level 1 at £2.35 per head per annum
Level 2 at £4.60 per head per annum

LOT B – £42.00 per session

LOT C – £55.00 per session

The EAP service would be provided by two companies; LOT A by Positive People Company and LOT B by TimeforTalking. The Council had been advised that framework members

21 November, 2012.

enter into a retainer agreement for LOT B services if LOT A was subscribed to. There was no fee involved unless the LOT B service was engaged; setting up the agreement in advance would avoid delay in providing counsellors should any employee be referred.

The provision of EAP services was a key factor in improving the health and wellbeing of employees and would be in addition to the Council's human resource consultancy service.

Following discussion it was

RESOLVED that

- (1) the Council join the EAP framework for a trial period of 12 months for the provision of LOT A services;
- (2) during the trial period the Council shall also enter into a retainer agreement for LOT B services to be purchased as and when a referral is made.

290. TRAINING VEHICLES

Members considered the report of the Training Manager informing of the requirement to sell the Hiab vehicle which was now beyond economic repair and to purchase two training vehicles to facilitate the delivery of in-house LGV Class 2 training and PCV bus/coach training.

During the discussion mention was made to the possibility of loaning vehicles from Carmarthenshire County Council's fleet. All concurred this suggestion warranted further investigation and it was

RESOLVED that the report be accepted and that delegated powers be granted to the Training Manager, in consultation with the Leader of Council and Chairman of the Committee to proceed with the sale and loan or purchase of vehicles as detailed in the report.

.....

The meeting concluded at 6:35 p.m.

.....

The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 11 December, 2012, adopted by the Council.