

# Communities, Homes and Regeneration Scrutiny Committee

# Annual Report 2024-25

# Scrutiny in Carmarthenshire

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Cyngor Sir Gâr  
Carmarthenshire  
County Council



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## Chair's Foreword



Councillor Rob Evans  
Chair – 2024/25

As the Chair of this Committee for the 2024/25 municipal year, I am pleased to present the Annual Report for the Communities, Homes and Regeneration Scrutiny Committee. This report provides a comprehensive summary of the work undertaken by the Committee during this period and provides an opportunity to reflect on this work.

The past year has again been a challenging period for the Council, and I feel this Committee has continued to constructively play its part in terms of scrutinising performance and contributing to key council policies and decisions.

The forthcoming year will no doubt again be challenging but, I am confident the Committee will continue to focus on how to improve services effectively and efficiently and will have a positive impact on the outcomes for the residents of Carmarthenshire. I am sure the Committee will also continue to work closely with the Council's Senior Managers and Staff to ensure that 2025/26 will be a productive year.

I would also like to thank all members of the Committee for their contributions and dedication during 2024/25.

**Councillor Rob Evans**  
**Chair of Communities, Homes and Regeneration Scrutiny Committee 2024/2025**

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## 1. Introduction

The Scrutiny function is a key element of the County Council's governance arrangements and decision-making process. Although not a decision-making body, Scrutiny is at its most effective when it grasps the potential to influence and inform decisions made by both the Council and partner bodies across the county.

Article 6.2 of the Council's Constitution requires all Scrutiny Committees to "*prepare an annual report giving an account of the Committee's activities over the previous year*".

This report highlights the work undertaken by the Communities, Homes and Regeneration Scrutiny Committee during the 2024/25 municipal year. It aims to provide members with an opportunity to reflect on its achievements, identify areas of best practice and highlight areas for improvement to further enhance the scrutiny function. Additionally, this report may facilitate discussion on items which could be identified for inclusion within future work programmes.

The Committee is chaired by Councillor Rob Evans and is made up of 13 Elected Members. Cabinet Members attend meetings as required to address the Committee on areas within their respective portfolios.

Support is provided by the Democratic Services Unit and other Council officers, as and when required.

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## 2. Overview of the Work of the Committee in 2024/245

### 2.1 The Role of Scrutiny

The Scrutiny Committee remits were updated by Council following the May 2022 elections and each Scrutiny Committee became responsible for the overview and scrutiny of specific Cabinet Portfolios and their respective services. The Communities, Homes and Regeneration Scrutiny Committee is responsible for the scrutiny of the following three Cabinet portfolios and service areas:

## Homes

Housing Policy	Homelessness
Private Sector Housing	Housing Maintenance and Repairs
Housing Adaptations	Affordable Housing and Housing Options
Tenancy Support (Housing Support Grant)	

## Rural Affairs, and Planning Policy

Rural Affairs and Community Engagement	Rural Regeneration
Markets, Marts and Allotments	Planning Enforcement
Local Development Plan	Planning Services (Planning Department)
Access to Rural Services	Ten Towns Initiative
Equalities - Community	

## Regeneration, Leisure, Culture and Tourism

Leisure Centres	Museums
Libraries	Country Parks
Tourism	Economic Development
Economic Recovery Plan	Regeneration Strategy
Building Services & Estate Management (excluding housing stock)	

In accordance with its areas of responsibilities, the Communities, Homes and Regeneration Scrutiny Committee will seek to:

- Examine how well the Cabinet and Council are performing,
- Hold the Cabinet to account and seek to promote open and transparent decision-making,
- Monitor the performance of the Council's services and functions,
- Review decisions made by the Cabinet where appropriate,
- Assist the Cabinet in the development, monitoring and review of policy,
- Scrutinise, as a key element of the consultation process, the proposed revenue budget strategy and capital investment programmes,
- Enable the participation of external organisations and partners in consideration of issues that may impact upon the delivery of Council and countywide priorities.

## 2.2 The Forward Work Plan

Scrutiny plays a key role in promoting accountability in the decision-making process of the Local Authority. It is also useful in ensuring that Council policies reflect current priorities, as well as promoting efficiency and encouraging partnership working with external agencies.

For Scrutiny Committees to take on greater ownership of their own Forward Work Plans, a pre-decision method of scrutiny was introduced in September 2022 which allows Scrutiny Committees to decide which reports from the Cabinet Forward Work Plan they wish to come before them. As per normal process, Committees are also able to identify their own topics and Cabinet are still able to invite a Scrutiny Committee to scrutinise a decision which was in the pipeline.

The Committee utilised the Centre for Governance & Scrutiny's Gateway framework to develop its Forward Work Plan for the 2024/25 municipal year which was reviewed on a regular basis. This provided a manageable, flexible, and robust approach to scrutiny and ensured that the areas for review were considered on a priority basis and in a timely manner.

In this regard, the Committee determined that some periodic reports in relation to performance and budget monitoring could be circulated to members outside the formal meeting programme. This process enabled any relevant matters identified by members to be placed on the formal agenda for further consideration, as appropriate. The benefits of such an approach led to an improved level of debate and input during Scrutiny Committee meetings. In the main, meeting agendas were consistent with those outlined in the Forward Work Plan.

## 2.3 Meetings of the Communities, Homes and Regeneration Scrutiny Committee

Meetings are scheduled on a 6-8 weekly basis to consider issues and reports included in its FWP. The Committee held 8 formal meetings during the 2024/25 municipal year and all meetings were conducted in accordance with the provisions set out within Section 47 of the Local Government and Elections (Wales) Act 2021.

To complement the work undertaken during formal meetings, the Committee also undertakes other scrutiny functions such as Task and Finish, One Day Scrutiny and site visits to establishments falling within its remit, together with development sessions and workshops.

## 2.4 Performance Monitoring / Strategic Issues

One of the principal roles of the Communities, Homes and Regeneration Scrutiny Committee is to monitor the performance of services and functions within its remit. Accordingly, the Committee reviews performance monitoring reports and various strategies and plans to provide a balanced assessment of performance across the relevant service areas.

### 2.4.1 Carmarthenshire County Council Annual Report 2023/24

In November 2024 the Committee received the Council's Annual Report 2023/24 produced in accordance with the relevant provisions within the Well-being of Future Generations (Wales) Act 2015 and the Local Government and Elections Act (Wales) 2021. The report detailed the progress made with the Council's 4 Well-being Objectives (WBO), as agreed in the Council's Corporate

Strategy for 2022-27. The report focused upon the 2 Well-Being Objectives falling within the Committees remit, namely:

<b>WBO 2:</b>	Enabling our residents to live and age well (Live and Age Well)
<b>WBO 3:</b>	Enabling our communities and environment to be healthy, safe and prosperous (Prosperous Communities)

**Outcome:** The Committee resolved to receive the Annual Report

## 2.4.2 2024/25 Performance Reports relevant to the Committee

In accordance with the protocols established by the Committee, quarterly performance monitoring reports relevant to the Committee's remit were considered by the committee as follows:

- July 2024 – Quarter 4 Performance Monitoring 2023/24
- October 2024 – Quarter 1 Performance Monitoring 2024/25
- January 2025 – Quarter 2 Performance Monitoring 2024/25
- April 2025 – Quarter 3 Performance Monitoring 2024/25

The reports enabled members to monitor performance in respect of the Well-being Objectives relevant to the Committee's remit and aligned to the Authority's Corporate Strategy. The information provided a self-evaluation of performance in accordance with the reformed legislative framework enshrined within Part 6 of the Local Government and Elections (Wales) Act 2021. Members were afforded the opportunity to raise any concerns or matters which required further consideration, in accordance with Scrutiny Procedure Rules.

## 2.4.3 Actions and Referrals

During the municipal year, requests for additional items were made by members of the Committee to assist them in discharging their scrutiny role. Updates on Actions and Referrals were presented to the Committee at its meetings held in November 2024 and April 2025 which detailed the progress made in relation to these requests.

## 2.5 Revenue & Capital Budgets

### 2.5.1 Budget Monitoring Reports

In accordance with the protocols established by the Committee, quarterly reports on the departmental and corporate revenue and capital budgets were considered at a formal meeting or circulated to members as follows:

- May 2024 - in respect of the budgetary position as of 29<sup>th</sup> February 2024
- October 2024 – in respect of the budgetary position as of 30<sup>th</sup> June 2024
- November 2024 - in respect of the budgetary position as of 31<sup>st</sup> August 2024
- January 2025 – in respect of the budgetary position as of 31<sup>st</sup> October 2024
- April 2025 – In respect of the budgetary position as of 31<sup>st</sup> December 2024

The reports enabled members to monitor expenditure in each service area and the progress made in connection with any capital works. Members were afforded the opportunity to raise any concerns or matters which required further consideration at the Committee's formal meetings, in accordance with Scrutiny Procedure Rules.

### **2.5.2 Revenue Budget Strategy 2025/26 to 2027/28**

In addition to monitoring the current revenue and capital budgets, the Committee was also consulted on the Revenue Budget Strategy 2025/26 to 2027/28 at its meeting in January 2025. The report provided the Committee with the proposed Revenue Budget Strategy for 2025/26, together with indicative figures for the 2026/2027 and 2027/28 financial years.

#### **Outcome:**

As part of the Authority's widespread consultation undertaken on the Revenue Budget Strategy 2025/26, the Committee considered and endorsed the Strategy at its meeting held on the 7<sup>th</sup> January 2025. The Strategy was subsequently agreed by Cabinet on the 17<sup>th</sup> February and adopted by Council on the 26<sup>th</sup> February

## **2.6 COMMUNITIES DEPARTMENT**

### **2.6.1 Emergency Social Housing Allocation Update Report on the operation of the new allocation policy**

In May 2024 the Committee received a monitoring report on the effectiveness of the Emergency Social Housing Allocation Policy developed by its Task and Finish Group.

As part of the monitoring process, the committee queried the reason for the increase in unsuitable matches of properties between Q3 and Q4 of 2023-24 and noted that it in the main related to properties offered to people situated within Band B, who were entitled to refuse up to two reasonable offers of a property. It was noted that this aspect of the policy was being reviewed as part of the development of the New Social Housing Allocation Policy and would be included within the policy to be submitted to the Committee at its July meeting.

#### **Outcome:**

The monitoring report was received

### **2.6.2 Communities, Homes and Regeneration Scrutiny Committee Annual Report for 2023/24**

In May 2024 the Committee received its 2023/24 Annual Report produced in accordance with Article 6.2 of the Council's Constitution providing an overview of its 2023/24 work programme and key issues addressed whilst also incorporating any issues referred to, or from Cabinet, Task and Finish Reviews and development sessions.

#### **Outcome:**

The Annual report was received.

### 2.6.3 Communities, Homes and Regeneration Scrutiny Committee Task and Finish Group Report – Adaptations Policy

In May 2024 the Committee considered the report of its Task and Finish Group established to examine the operation of the Council's Adaptations Service within the Community Department's Housing Property and Strategic Projects Division in relation to both the current backlog of work and the processes with a view to improving service delivery for both the public and contract holders (tenants).

The report detailed the Group's work including the formulation of a revised Home Adaptations Policy, attached as Appendix 1 to the report, together with recommendations for the committee's consideration which, if adopted, would be forwarded to the Council's Cabinet for consideration.

#### **Outcome:**

The Committee recommended to Cabinet that they consider re-introducing means testing for medium scale Disabled Facilities Grants and that the amended Draft Adaptations Policy incorporating the Group's suggested amendments for change be adopted subject to the Cabinet's consideration of recommendation 1 above. The Committee also recommended Grant Repayment Conditions on all DFGs over £5,000 if the property is sold within 10 years of completion of the adaptation (with some specified exceptions), for Adaptations for foster children placed in Carmarthenshire by another Local Authority to only be considered if the criteria in the policy are met, and that staffing is reviewed to ensure adequate resources are available to deal with the ongoing high demand for the service.

### 2.6.4 Results of Consultation Exercise on a New Social Housing Allocation Policy for Carmarthenshire

In July 2024 the Committee considered a report detailing the findings of a twelve-week consultation exercise undertaken on the development of a new Social Allocation Policy for Carmarthenshire to replace the current Emergency Allocation Policy developed by the Committee's Task and Finish Group in 2023.

The Committee asked questions regarding the application of local connections policies in rural areas, the scope and promotion of the consultation, and policies on persons subject to immigration control being housed in social housing.

The Committee noted that following the conclusion of the consultation period, work would now be undertaken on finalising the draft New Social Allocation Policy which would be submitted to the Committee's October meeting for consideration prior to its onward submission through the political process to Cabinet and Council for approval.

#### **Outcome:**

The report was received

## 2.6.5 Voids Performance and Improvement Update

In July 2024 the Committee received an update report on the progress achieved on improvements to the Council's Voids service capturing both those made to date as well as future planned improvements.

Members referred to the reduction in void properties over the previous two years from 431 to 178 representing 1.85% of the total council housing stock of some 9,350. They expressed their appreciation to officers for all their hard work in achieving that reduction, including the creation of an in-house voids repair team, which had resulted in an additional 250 properties being available for let, with an increase in income of close to £1m per annum.

### **Outcome:**

The update report was received

## 2.6.6 Alternative Outdoor Education Offer – Update

In July 2024 the Committee received a presentation on the Council's plans for the continued provision of its Outdoor Education Service following the planned closure of the existing facility at Pendine at the end of the 2025 season and its transition to an alternative delivery model based at Pembrey Country Park. The proposals would allow for organic growth and development and the operation of sustainable education facilities throughout the school terms together with the doubling of accommodation for use during holiday periods.

The Committee asked questions or raised concerns regarding the provision of accommodation at Pembrey Country Park, utilising facilities at other locations, the potential of Delta lakes as an outdoor venue, engaging with children on future provision, indoor facilities for use during inclement weather, and coaching provision.

### **Outcome:**

The update report was received

## 2.6.7 New Social Allocation Policy

In October 2024, the Committee was presented with the proposed new Social Housing Allocation Policy for its observations, prior to its consideration by the Cabinet, with the main changes detailed below.

- Applicants will need to re-register every 6 months instead of 12 months, this is to ensure that the register is regularly reviewed and kept up to date,
- Direct Matching will now be made to all Bands within the Policy and not restricted to Bands A and B
- Amendments have been made to the names of each of the priority bands to bring it in line with housing legislation,
- The matching criteria is clearly set out in order of how applicants are prioritised
- Community Connection Areas have been amended to ensure they make geographical sense in terms of allocations,
- Delegated powers are recommended to be given to the Head of Housing to enable new Registered Social Landlords to join the housing register and,
- The Accessible Housing Register allocation criteria has been included as an Appendix to the wider Allocations Policy.

**Outcome:**

The new Social Housing Allocation Policy for Carmarthenshire was received by the Committee

### **2.6.8 Low Cost Home Ownership Options for Carmarthenshire**

In October 2024, the Committee considered a report on increasing the offer options available for Low-Cost Home Ownership within Carmarthenshire detailing both the current options, potential additional options for consideration recommendations for future actions to increase the supply of affordable homes for residents.

It was noted that in order to ensure the right people accessed Low Cost Home Ownership, the council would need to apply strict eligibility criteria that included:

- Applicants being able to secure a mortgage and be able to afford the repayments and costs associated with buying a home,
- Eligible persons being able to demonstrate a strong local connection to the area they were seeking to buy a home

If adopted, the policy would help local people to remain in their communities, thereby helping to protect the Welsh Language and culture and ensure the Low Cost Homes products were only available to those who needed it.

The Committee asked questions regarding, the minimum and maximum housing income threshold bands for each of the four Affordable Housing Action Areas detailed within the report, the authority examining funding Low-Cost Home Ownership products directly through the Housing Revenue Account on selected new build sites, and Welsh Government funding for 'rent to own' schemes.

**Outcome:**

The Low Cost Home Ownership Options for Carmarthenshire report was approved

### **2.6.9 Emergency Social Housing Allocation Update Report on the Operation of the New Allocation Policy (Monitoring)**

In November the Committee received a monitoring report on the effectiveness of the new Emergency Social Housing Allocation Policy developed by its Task and Finish Group.

The Committee queried the 131 unsuitable matches made during the period April to September 2024.

**Outcome:**

The Monitoring report was received

### 2.6.10 Housing Revenue Account and Housing Rent Setting 2025/26

In January 2025 the Committee considered a report on the Housing Revenue Account (HRA) Budget and Housing Rent Setting for 2025/26, being presented as part of the budget consultation process, that brought together the latest proposals for the Revenue and Capital budgets for the Housing Revenue Account to be presented to the Cabinet and Council for determination.

The Committee asked questions or raised concerns regarding tenant engagement and income maximisation efforts, the loss of previous income from Dŵr Cymru for collecting water rates, new energy saving technologies, and the Major Repairs Allowance from Welsh Government.

**Outcome:**

It was recommended to the Cabinet/Council that the proposals in the report be approved

### 2.6.11 Housing Revenue Account Business Plan 2025-28 – Carmarthenshire’s Housing Investment Programme

In January 2025 the Committee considered a report on the Housing Revenue Account Business Plan 2025-28 - Carmarthenshire Housing Investment Programme, with the following four key themes having been identified as driving the business forward over the next three years:

- Theme 1 – Listening to tenants and our approach to estate and tenancy management.
- Theme 2 – Investing in homes
- Theme 3 – Delivering more homes
- Theme 4 – Local economy, community benefits and procurement.

Those four themes were supported by several actions which were detailed within the report. The Committee asked questions or raised concerns regarding energy efficiency improvements, void properties, different heating types in the housing stock, supporting tenants to live independently, the ‘Critical Friends’ engagement initiative, Supported Housing Schemes for young people, responsive repairs, and Welsh Government grants.

**Outcome:**

It was recommended to the Cabinet/Council that the proposals in the report be approved.

### 2.6.12 Social Housing Allocations Monitoring Report

In April 2025 the Committee received a monitoring report on the impact of the implementation of the Emergency Social Housing Allocations policy. The Committee was also advised that this would serve as the final assessment of the Emergency Policy, in light of the new Allocations Policy which commenced on 2nd March 2025.

The Committee asked a question regarding unsuitable matches due to anti-social behaviour and requested a report to come to the next meeting to provide an overview of the New Social Housing Allocations Policy.

**Outcome:**

The Committee, having considered the data in the monitoring report, resolved to receive the update.

## **2.7 Chief Executive's Department**

### **2.7.1 Alternative Town Centre Uses**

In May 2024 the Committee received an update report on Town Centre Regeneration proposals currently being delivered and opportunities for potential alternative town centre uses within the primary town centres of Ammanford, Carmarthen and Llanelli.

**Outcome:**

The Committee unanimously received the report

### **2.7.2 Regeneration Major Development Projects**

In May 2024 the Committee received an update report on Regeneration Major Development Projects being undertaken within Carmarthenshire.

**Outcome:**

The Committee unanimously received the report

## **2.8 Place and Infrastructure & Economic Development Department**

### **2.8.1 Ten Towns Initiative – progress update**

In October 2024 the Committee considered a progress report providing a comprehensive update on the Ten Towns Initiative, the aim of which was to support economic growth in the ten rural market towns identified within the report. The report outlined the support secured to progress various initiatives at a local level, emphasized the collaborative efforts between stakeholders while also highlighting the development of economic growth plans tailored for each of the towns focusing on enhancing local infrastructure, boosting tourism and supporting local businesses.

The Committee asked questions or raised concerns regarding the risk of Shared Prosperity Fund (SPF) projects not being completed by the time the fund closes, any successor to the SPF, and community engagement as part of the Ten Towns programme.

**Outcome:**

The progress report was received.

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## 3 Other Scrutiny Activity

### 3.1 Task & Finish

The Committee did not undertake a Task and Finish review in 2024-25.

### 3.2 Site Visits

The Committee undertook a Site Visit to Parc Gelli Werdd Cross Hands on the 11<sup>th</sup> November 2024 to familiarise itself with the authority's development there.

#### **Outcome:**

The Committee gained first-hand knowledge on a subject area within its remit which would prove advantageous in any future discussions/ reports on those areas.

### 3.3 Development Sessions

During the 2024/25 municipal year, Committee Members were invited to the following development sessions/seminars facilitated by the Authority:

- 22nd May 2024 - Introduction to the Work of the Pembrokeshire & Carmarthenshire Coroner
- 14th June 2024 - Learning Management System - Thinqi ['Think-e']
- 10th July 2024 - Highway Surfacing and Maintenance
- 25th July 2024 - S106 Agreements
- 11th September 2024 - Drop-in Session - Flood Risk Management Plan
- 26th September 2024 - Corporate Safeguarding
- 9th October 2024 - Pentre Awel Update
- 21st October 2024 - Transport for Wales - Bus Franchising Briefing - Key Priorities
- 24th October 2024 - Digital Seminar
- 30th October 2024 - Dementia Friends Awareness training session
- 20th November 2024 - Winter Preparedness
- 10th December 2024 - WLGA Role & Key Responsibilities
- 11th December 2024 - Chief Fire Officer - Annual Update
- 29th January 2025 - Nutrient Management - National Guidance and Challenges
- 5th February 2025 - Regional Transport Plan
- 12th February 2025 - Elected Officials - Personal Security Briefing
- 12th February 2025 - "OPD" Training for County, Town and Community Councillors
- 18th February & 24th February 2025 - WLGA Scrutiny Self Assessment Workshop
- 7th May 2025 - Refresher Code of Conduct Training

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## 4. Impact

### 4.1 How has Scrutiny Made a Difference This Year?

Most decisions made by the Authority are made by the Cabinet. Scrutiny offers the other 65 non-executive Councillors an opportunity to influence those decisions and act as a “critical friend”. Pre-decision Scrutiny is particularly influential in this regard as it provides Scrutiny Committees with the opportunity to consider and comment upon policies and emerging issues before they are considered by Cabinet. Scrutiny also assists in ensuring that Council policies reflect current priorities, as well as promoting efficiency and encouraging effective partnership working with external bodies.

Scrutiny plays a key role in improving the services used by the people and children of Carmarthenshire. The scrutiny function is also useful in ensuring that Council policies reflect current priorities, as well as promoting efficiency and encouraging effective partnership working with external bodies. The involvement of local residents, community organisations and partners is an important part of the scrutiny process and Councillors are committed to responding to the views and concerns of residents.

Pre-decision Scrutiny affords all Scrutiny Committees the opportunity of providing input before the reports are considered by Cabinet and this is the voice of the people. During the 2024/25 municipal year, the Communities, Homes and Regeneration has made a positive impact in a number of ways, including:

- The development of an Emergency Social Housing Allocations Policy
- The development of the Outdoor Leisure and Recreation Strategy
- By undertaking its gatekeeping role in monitoring the work of the Cabinet

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## 5. Public Engagement

The Scrutiny function provides the opportunity for public participation in the Authority’s activities whereby members of the public can request items to be placed on the Committee’s meeting agenda. Carmarthenshire residents, or those who own a business or are employed within the county are also permitted to ask questions at meetings of the Scrutiny Committee.

Whilst the Committee did not receive any suggestions of possible topics from members of the public during 2025/26, the Committee’s Forward Work Plan included a range of topics which required public consultation/participation.

To promote public awareness of Scrutiny Committees and the ability of the public to put forward topics for discussion, the Forward Work Plans of the Authority’s Scrutiny Committees and details of how the public can become involved, are published on the Authority’s website:

<https://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/scrutiny/#.Xp7Am6aQxMs>

During the municipal year, the Authority’s Communications division provided digital marketing support to the Scrutiny function and proactively promoted details of forthcoming items which may be of interest to the public in an attempt to raise public awareness and participation. The public are invited, via a

number of different avenues, to get involved in the Scrutiny process and to highlight any issues of concern.

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## 6. Challenges

The Departments falling within the Communities, Homes and Regeneration Scrutiny Committees remit (Communities, Chief Executives and Place, Sustainability & Economic Development) continued to be under pressure throughout the municipal year as a result of budgetary pressures. Nevertheless, the departments have adapted and developed innovative solutions during unprecedented circumstances to continue to provide services to the residents of Carmarthenshire. The Committee has continued to be constructive in its role in scrutinising performance which has facilitated the departments and positively contributed to policies and decisions. It has been a balancing act for the Committee in undertaking its scrutiny duty without impacting on the resourcing of front-line services.

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## 7. Future Work

The Committee has made significant progress during the municipal year and will continue to concentrate on topics where members' input will result in positive outcomes to drive forward service improvement. To ensure that the best use is being made of meeting time, the Committee is keen to continue implementing the principles of the Centre for Governance and Scrutiny in order to achieve a streamlined and focused scrutiny process.

The work of the Committee during the 2025/26 municipal year was considered at a Forward Work Planning Session on the 15<sup>th</sup> April 2025 and will be regularly reviewed as part of the monitoring of the Forward Work Plan during the year.

To enhance the Authority's Scrutiny function, members will continue to attend development sessions, seek officers' advice where appropriate and make full use of informal pre-meeting discussion.

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## 8. Support for the Scrutiny Function

Support for Carmarthenshire County Council's Scrutiny function is provided by the Democratic Services Unit, based within the Administration and Law Division of the Chief Executive's Department. Support for the scrutiny function includes:

- formulating and despatching agendas for Scrutiny Committee meetings in accordance with the Forward Work Plans.
- providing support and constitutional advice to the Scrutiny Committees and to members of those Committees as well as producing minutes of their meetings and ensuring any issues arising from those meetings are actioned.
- giving support and advice in relation to the functions of the Council's Scrutiny Committees to members of the Council and its officers.

- managing the strategic development of Scrutiny in Carmarthenshire by engaging in national and regional Scrutiny networks and initiatives, supporting the Chairs and Vice-Chairs of Scrutiny Forum and meetings of the Chairs and Vice-Chairs of Scrutiny with the Cabinet.
- advising and supporting the implementation of the requirements of the Local Government (Wales) Measure 2011 and the Local Government and Elections Act (Wales) 2021, as and when guidance is published.
- managing the co-ordination and development of the Scrutiny Committees' Forward Work Plans in conjunction with Scrutiny Committee members.
- managing and co-ordinating Scrutiny review work, including the administration of scrutiny Task and Finish Groups, assisting in writing reports in conjunction with the Groups and assisting in the implementation and monitoring of completed reviews.
- Assisting with the Scrutiny Member Development Programme.

For more information on Scrutiny in Carmarthenshire including Forward Work Plans, Task & Finish reports and Annual Reports, please visit the County Council's website at:  
[www.carmarthenshire.gov.wales/scrutiny](http://www.carmarthenshire.gov.wales/scrutiny).

To contact the Democratic Services Unit, please call 01267 224028 or e-mail  
[scrutiny@carmarthenshire.gov.uk](mailto:scrutiny@carmarthenshire.gov.uk).

## 9. Attendance

Attendance by members of the Communities Homes and Regeneration Scrutiny Committee during the 2024/25 municipal year is shown in the table below. A total of seven meetings were held during the 2024/25 municipal year.

Scrutiny Committee Member	No. of meetings attended	%
Cllr. A. Davies	7	100
Cllr. B. Davies	7	100
Cllr. H. Davies	6	86
Cllr. T. Davies	7	100
Cllr R. Evans	6	86
Cllr. K. Howell	7	100
Cllr. B. Jones	6	86
Cllr. D. Owen	5	71
Cllr. M. Palfreman	6	86
Cllr. S. Rees	4	57
Cllr. H. Shepardson	4	57
Cllr. R. Sparks	7	100
Cllr. M. Thomas	5	71

<b>Substitutes</b>	<b>No. of meetings attended</b>
Cllr. A. Leyshon	2
Cllr K. Broom	1
Cllr D. Cundy	2 (1 as former chair)
Cllr S. Allen	1
<b>Cabinet Member</b>	<b>No. of meetings attended</b>
Cllr. L.D. Evans	6
Cllr. A. C. Evans	4
Cllr A. Lenny	5
Cllr H.A.L. Evans	6