



***SOUTH WEST WALES CORPORATE JOINT
COMMITTEE - OVERVIEW AND SCRUTINY SUB-
COMMITTEE***

2.00 PM TUESDAY, 16 JANUARY 2024

VIA MICROSOFT TEAMS

All mobile telephones to be switched to silent for the duration of the meeting

This meeting will be recorded for broadcast via the Council's Internet Site. By participating you are consenting to being filmed and the possible use of those images and sound recordings for training purposes.

1. Chair's Announcements
2. Declarations of Interest
3. Minutes of previous meeting (*Pages 3 - 8*)
4. Quarterly Budget Monitoring (*Pages 9 - 12*)
5. Draft Budget 2024/2025 (*Pages 13 - 24*)
6. Forward Work Programme 2023-2024 (*Pages 25 - 26*)
7. Urgent Items
Any urgent items at the discretion of the Chairperson pursuant to Section 100BA(6)(b) of the Local Government Act 1972 (as amended).

K.Jones
Chief Executive

**Civic Centre
Port Talbot**

10 January 2024

Committee Membership:

Chairperson: Councillor R.Sparks

**Vice
Chairperson: Councillor T.Bowen**

Councillors: R.Davies, S.Pursesey, D.Howlett, M.John,
M.Tierney, R.James, E.Schiavone, P.Black and
W.Lewis

**Co-Opted Non
Voting Members** Councillor Dr. S.Hancock

South West Wales Corporate Joint Committee - Overview and Scrutiny Sub-Committee

(via Microsoft Teams)

Members Present:

2 November 2023

Chairperson: Councillor R.Sparks

Vice Chairperson: Councillor T.Bowen

Councillors: S.Pursey, D.Howlett, M.John, E.Schiavone and P.Black

Officers In Attendance L.McAndrew, J.Eul, C.Griffiths, J.Jones, D.Giffiths, S.Davies, D.John, D.Thomas and A.Thomas

Invitees: Councillor R.Stewart

1. **Chair's Announcements**

The Chair welcomed everyone to the meeting.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of previous meeting**

The minutes of the meeting held on 20th April 2023 were approved as a true and accurate record.

4. **Correspondence between the Scrutiny Committee Chair and Corporate Joint Committee Chair**

The Chair thanked Cllr Rob Stewart, the Chair of the South West Wales Corporate Joint Committee for attending.

Members of the scrutiny committee expressed their concerns with regards to the timelines that are set by Welsh Government that are expected to be met by the Joint Committee. Further, that there is no budget provision to support this.

Member queried if the committee had received any response from Welsh Government in reference to transport.

Cllr Stewart confirmed that the committee continue to stress that in order for the Joint Committee to meet the responsibilities and obligations of the Joint Committee, it has to be properly funded by Welsh Government. Whilst the committee is continuing to work, it can only work to the budget that it has been provided.

In terms of the Regional Transport Plan, Welsh Government have indicated that on submission of the plan they will release £125,000 to the Committee. However, it was acknowledged that the funding would not be sufficient to deliver everything the committee wish to do in terms of regional transport planning.

Members queried if any clarity had been provided to the Joint Committee on the role of Transport for Wales in supporting the delivery of the Regional Transport Plan. Cllr Stewart confirmed that there are a range of ongoing discussions being undertaken.

Officers confirmed that there is a lead officer from Transport for Wales and there will be some assistance in terms of modelling, however beyond that officers are uncertain of the assistance of Transport for Wales. A timeline is being developed for the Plan and this will be one of the first requests for assistance from Transport for Wales.

Members referenced the Audit Wales letter, in particular the risks identified by the Joint Committee having sufficient resources to achieve its objectives within the region. Members were advised that when discussions were taking place across Wales prior to the Corporate Joint Committees being introduced, the 22 authorities across Wales were clear to Welsh Government that the CJC's should

not place additional burden on local authorities. The CJC will strive to achieve its aims but can only carry out work that it has sufficient funding for and money cannot be taken from other areas, such as Social Care and Education, to fund the work of the CJC.

The regional arrangements have been set up with a similar approach to the Swansea Bay City Region arrangements with the exception of the National Parks who are part of the current CJC arrangements. Time was taken to set up the structure of the regional arrangements to ensure that they operate on the most efficient level. The four local authorities work well together. Provided the arrangements can be properly resourced and funded the Chair of the CJC was confident that there is a really strong base to work from, and this has been expressed to the auditors.

It was confirmed that funding in relation to the net zero target came to Council's directly on a local lead basis, not through the Corporate Joint Committee. To reach the decarbonisation targets by the date set by UK Government will require significant funding.

Cllr Stewart provided an example of a low carbon sustainable and achievable project. The Homes as Power Stations provides low energy bills for those living in the properties and keeps the supply chain for the project local.

Members thanked Cllr Stewart for attending the meeting.

Members noted the item.

Following scrutiny, the item was noted.

5. **Audit Wales Letter - Commentary of Corporate Joint Committee Progress**

Members considered the report as circulated with the agenda. Members were provided with a summary of the audit work that had taken place in relation to the Corporate Joint Committee.

With regards to the poverty agenda, members noted that this also had to be set up within the Corporate Joint Committee, as well as individually within the four constituent authorities. Members expressed their concern at duplication of work and queried how the Corporate Joint Committee would differentiate from the constituent

authorities. It was confirmed that the CJC would be looking at the child poverty elements in relation to each of its three current functions.

Following scrutiny, this item was noted.

6. **RTP Implementation Plan for Submission to Welsh Government**

Members considered the information as circulated within the agenda pack.

Members queried how the scrutiny committee can engage with the Regional Transport Plan as it progresses. Further, if the case for change would be ready for the scrutiny committee to consider at its meeting in January to carry out some pre-scrutiny on the item.

Officers were conscious of the ambitious timescales set by Welsh Government in relation to the RTP. Whilst the guidance for the RTP was delayed, it was noted that the implementation date of 2025 had not moved. Officers noted that with the CJC being relatively new, the engagement and consultation elements of the RTP were still being considered how this could be carried out within the timescales. Officers would welcome a steer from CJC and the corresponding scrutiny committee.

Members stressed the ongoing need for ongoing dialogue with the Chair of the scrutiny committee by officers, to ensure that key dates are understood.

Members referred to the letter sent by the CJC to Welsh Government.

Members noted the £125,000 to be received during the current financial year from Welsh Government. Officers indicated that this money would not be the entire sum expected to develop the entire plan. Further, officers indicated that they would expect some flexibility with regards to when the money has to be spent as this would depend upon the development of the plan.

Members queried the extent of the consultation. Officers confirmed it would include key stakeholders, members and businesses. It would also consider other developments that are coming forward.

Members raised concerns around the peripheral arrangements and how remote areas in West Wales may benefit from such arrangements. Officers advised that consideration of such was set out in guidance from Welsh Government. Officers stressed the importance of good consultation in the plan in order to ensure that it considers and addresses all areas fully and reflects the diverseness of the region.

Members asked to have sight of the Case for Change as early as possible.

Following scrutiny, the item was noted.

7. **Corporate Joint Committee Forward Work Programme 2023-2024**

This item was noted.

8. **Forward Work Programme 2023 - 2024**

Members agreed to add the Regional Transport Plan Case for Change to the meeting scheduled for January 2024.

9. **Urgent Items**

There were no urgent items.

CHAIRPERSON

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SOUTH WEST WALES CORPORATE JOINT COMMITTEE – OVERVIEW AND SCRUTINY SUB-COMMITTEE

16th January 2024

Report of the Chief Finance Officer

Report Title: Quarter 2 Financial Monitoring 2023/24

Purpose of Report	To provide the Joint Committee – Overview and Scrutiny Sub-Committee with the Quarter 2 Financial Monitoring for year ended 2023/24.
Recommendation	That the Joint Committee – Overview and Scrutiny Sub-Committee receive the Quarter 2 Financial Monitoring for year ended 2023/24.
Report Author	Chris Moore
Finance Officer	Chris Moore
Legal Officer	Craig Griffiths

1.0 Background:

- 1.1 The SWWCJC was formally constituted on 13th January 2022. Carmarthenshire County Council is acting as the Accountable Body responsible for discharging the councils' obligations in relation to the South-West Wales Corporate Joint Committee (SWWCJC).
- 1.2 On 24th January 2023 the SWWCJC approved the 2023/24 budget which was set at £617,753 with a levy from each of the constituent authorities.

2.0 Forecast Outturn 2023/24:

- 2.1 The forecast outturn in **Appendix A** shows a total underspend of £295,542 against the budget.
- 2.2 The main variances are:
 - 2.2.1 The Accountable Body is expected to be underspent by £20,236 due to reduction in External Audit work as there is no requirement yet for the preparation of full set of accounts.
 - 2.2.2 Governance and Internal Audit is forecasting an underspend of £18,250 again due to minimal activity which has resulted in less Internal Audit work and Sub-Committee Support Costs & Expenses from Pembrokeshire County Council.

2.2.3 Support Services are predicting an underspend of £61,009 which is due to the budgeted Senior Accountant post remaining vacant as not yet required due to the level of activity, and a decrease in Human Resources expenses expected to be incurred by Neath Port Talbot Council compared to budget.

2.2.4 The Sub-Committee expenditure shows a forecast underspend of £105,000, £15,000 in respect of sub-committees where there is lower activity and a delayed start compared to the budget. There is a £90,000 underspend on Planning and Programme management expenditure.

2.2.5 The Regional Management Office shows an underspend of £91,047 with the main differences being, £34,981 due to the Business Manager post becoming vacant in June 2023 and not yet filled, £41,206 Consultancy and Specialist Adviser work not being commissioned and £10,000 due to reduced usage of Translation Services.

2.2.5 No provision has been made for any Contingency/Reserves due to the surplus position.

2.3 A reserve was set up for £384,824 underspend in 2022/23 and any further underspend in 2023/24 would increase the balance of this reserve.

2.4 The CJC is funded by the 4 local authorities, with the total budgeted amount split by population size (mid-year 2020 – Statswales.gov.uk) shown below:

<u>Local Authority Levy</u>	
City and County of Swansea Council (Levy)	215,203
Carmarthenshire County Council (Levy)	165,898
Neath Port Talbot CBC (Levy)	126,022
Pembrokeshire County Council (Levy)	110,630
	617,753

Under the current legislation the National Park Authorities (NPAs) are only financially obligated to support the strategic planning aspects of the CJC. Given that there is likely to be limited activity in terms of the Strategic Development Plan in 2023/2024 (with a budget of £20,000 allocated to the strategic planning sub-committee), it is not considered appropriate to raise a levy upon the NPA's in 2023/2024.

3.0 Financial Impact:

3.1 The Quarter 2 Forecast Outturn for 2023/24 shows an underspend against budget of £295,542.

4.0 Integrated Impact Assessment:

4.1 The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.

- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the ‘well-being goals’.

4.3 There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and this report is to establish financial arrangements in accordance with legislation.

5.0 Workforce Impacts:

5.1 There are no workforce impacts for this report.

6.0 Legal Impacts:

6.1 The SWWCJC is responsible for undertaking periodic financial monitoring against approved budget in accordance with legislation and failure to do so would render the SWWCJC in breach of its obligations.

7.0 Risk Management Impacts:

7.1 The SWWCJC is responsible for putting appropriate Governance arrangements in place for the management of risk and portfolio delivery. Failure to prepare Annual Return, on this occasion, would result in a breach of legal obligation.

8.0 Consultation:

8.1 There is no requirement for formal consultation.

9.0 Reasons for Proposed Decision:

9.1 To receive the Quarter 2 Financial monitoring for financial year 2023/24.

10.0 Implementation of Decision:

10.1 This decision is proposed for implementation following a three-day call-in period.

Appendices:

Appendix A – Quarter 2 Financial Monitoring 2023/24

List of Background Papers: None

Appendix A

Description	Actual 2022/23 (£)	Budget 2023-24 (£)	Forecast 2023/24 Q2 (£)	Variance (£)	Notes
Expenditure					
Joint Committee					
Democratic Services					
Democratic, Scrutiny and Legal Support Costs	67,000	73,700	73,700	-	Provided by NPT, forecasted at budget
Democratic Services Total	67,000	73,700	73,700	-	
Legal and Governance					
Monitoring Officer and Service Support	17,000	18,700	18,700	-	Provided by NPT, forecasted at budget
Legal and Governance Total	17,000	18,700	18,700	-	
Accountable Body					
Audit Wales Financial Audit	1,764	22,000	1,764	20,236	Based on audit costs of SBCD (independent audit of financial statements)
Section 151 Officer Recharge	18,812	20,693	20,693	-	Provided by CCC, forecasted at budget
Accountable Body Total	20,576	42,693	22,457	20,236	
Governance & Internal Audit					
Internal Audit	5,000	22,000	16,500	5,500	Provided by Pems
Sub-Committee Support Costs & Expenses	3,750	16,500	3,750	12,750	Provided by Pems - reduced activity based on 2022-23
Governance & Internal Audit Total	8,750	38,500	20,250	18,250	
Support Services					
ICT & Data Protection Services	20,000	22,000	22,000	-	Provided by NPT, forecasted at budget
Financial Services	5,194	57,009	5,000	52,009	Provided by CCC - based on 2022-23 activity
Standards Services	-	-	-	-	Included within Democratic Service costs.
HR Services	-	11,000	2,000	9,000	Provided by NPT, reduced level due to lack of activity
Support Services Total	25,194	90,009	29,000	61,009	
Joint Committee Total	138,520	263,602	164,107	99,495	
Joint Scrutiny Committee					
Room Hire	-	-	-	-	Included within Democratic Service costs.
Subsistence & Meeting Expenses	-	-	-	-	Included within Democratic Service costs.
Travel	-	-	-	-	Included within Democratic Service costs.
Democratic, Scrutiny and Legal Support Costs	-	-	-	-	Included within Democratic Service costs.
Joint Scrutiny Committee Total	-	-	-	-	
SWWCJC - Sub Committees					
Economic Development SC	-	20,000	5,000	15,000	Decrease in costs due to lower activity
Planning SC	-	20,000	5,000	15,000	Decrease in costs due to lower activity
Transport SC	-	20,000	50,000	30,000	Sub-committee established and operational
Energy SC	-	20,000	5,000	15,000	Decrease in costs due to lower activity
Planning & Programme management	-	140,000	50,000	90,000	Forecast reduced to 35%
SWWCJC - Sub Committees Total	-	220,000	115,000	105,000	
SWWCJC - Regional Management Office					
Salary (Inc. On-costs)	48,240	60,135	25,154	34,981	Business Manager left 5/6/23, assumed 3 mths charge for replacement
Training of Staff	-	1,000	500	500	Reduction of 50% of budget due to decrease in staffing
Public Transport - Staff	-	250	125	125	Reduction of 50% of budget due to decrease in staffing
Staff Travelling Expenses	-	810	405	405	Reduction of 50% of budget due to decrease in staffing
Admin, Office & Operational Consumables	50	1,000	100	900	Reduced charge (10% of budget) comparable with previous year
Consultancy and Specialist Adviser Fees	742	51,206	10,000	41,206	Reduced charge forecasted at 20% of budget
ICTs & Computer Hardware	121	1,250	1,250	-	Potential ICT costs for replacement staffing
Subsistence & Meetings Expenses	-	1,000	520	480	Reduction of 50% in budget due to lower activity
Conferences, Marketing & Advertising	1,374	-	-	-	
Projects & Activities Expenditure	-	-	-	-	
Translation/Interpret Services	1,540	15,000	5,000	10,000	Reduced translation costs expected (33% of budgeted costs)
Printing & Copying	-	2,500	50	2,450	Notional charge included
Regional Management Office Total	52,067	134,151	43,104	91,047	
Contingency/Reserves					
Provision for Contingency/Reserves	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	
Total SWWCJC Expenditure	190,587	617,753	322,211	295,542	
Funding Contributions					
Partner & Other Contribution					
Brecon Beacons NPA	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	
Co-Opt Partners	-	-	-	-	
Welsh Government Revenue Grant	-	-	-	-	
ERF Grant	-	-	-	-	
Local Authority Levy					
City and County of Swansea Council (Levy)	200,453	212,431	212,431	-	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	154,527	168,090	168,090	-	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	117,384	126,771	126,771	-	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	103,047	110,460	110,460	-	Levy charged to local authorities based on Population Size
Total SWWCJC Income	575,411	617,753	617,753	-	
Provision of Service - Surplus / (Deficit)	384,824	-	295,542	(295,542)	
Movement to Reserves (Contingency)					
Description					
Balance Brought Forward from previous year	-	-	384,824	(384,824)	
Net Provision of Service - Surplus / (Deficit)	384,824	-	295,542	(295,542)	
Balance Carry Forward	384,824	-	680,366	(680,366)	

SOUTH WEST WALES CORPORATE JOINT COMMITTEE OVERVIEW AND SCRUTINY SUB-COMMITTEE

16th January 2024

Report of the Chief Finance Officer (Section 151 officer)

Report Title: Draft budget for financial year 2024/25

Purpose of Report	To provide the South West Wales Corporate Joint Committee - Overview and Scrutiny Sub-Committee with the draft budget for financial year 2024/25, including the proposed levy charge to the constituent authorities.												
Recommendation(s)	<p>That the South West Wales Corporate Joint Committee - Overview and Scrutiny Sub-Committee:</p> <p>Receive the draft budget proposals for the Joint Committee and consider the recommendation that the budget is set at £615,049 less the reserve contribution of £59,071 as set out in Appendix B (Continuity with 10% levy reduction), including the proposed Levy Charge based on population to the constituent authorities as follows:</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;"><u>Local Authority Levy 2024/25</u></th> <th style="text-align: right;"><u>£</u></th> </tr> </thead> <tbody> <tr> <td>City and County of Swansea Council (Levy)</td> <td style="text-align: right;">191,188</td> </tr> <tr> <td>Carmarthenshire County Council (Levy)</td> <td style="text-align: right;">151,281</td> </tr> <tr> <td>Neath Port Talbot CBC (Levy)</td> <td style="text-align: right;">114,094</td> </tr> <tr> <td>Pembrokeshire County Council (Levy)</td> <td style="text-align: right;">99,414</td> </tr> <tr> <td></td> <td style="text-align: right;">555,978</td> </tr> </tbody> </table>	<u>Local Authority Levy 2024/25</u>	<u>£</u>	City and County of Swansea Council (Levy)	191,188	Carmarthenshire County Council (Levy)	151,281	Neath Port Talbot CBC (Levy)	114,094	Pembrokeshire County Council (Levy)	99,414		555,978
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Report Author(s)	Chris Moore												
Finance Officer	Chris Moore												
Legal Officer	Craig Griffiths												

1 Introduction

- 1.1 This report details the South West Wales Corporate Joint Committee (SWWCJC) draft annual budget for the financial year 2024/25 with 3 funding options. Detailed information is set out in Appendix A, B and C. This report will be presented to the CJC Committee on the 23rd January 2024 where they will agree the budget for the coming financial year. The report is presented to this committee for their consideration in advance of the Joint Committee making the final decision.

2 Background

- 2.1 The Local Government and Elections (Wales) Act 2021 (“the LGE Act”) created the framework for a consistent mechanism for regional collaboration between local government, namely Corporate Joint Committees (CJCs).
- 2.2 The CJC will exercise functions relating to strategic development planning and regional transport planning. They will also be able to do things to promote the economic well-being of their areas including an Energy plan.
- 2.3 Carmarthenshire County Council as the Accountable Body for the CJC is required to provide an annual costs budget for approval for the financial year 2024/25. The CJC had previously agreed and set a one-year operational budget for financial year 2023/24 (budget profile £617,753). The 2024/25 CJC operational budget - including the strategic planning functions - must be compiled and agreed no later than 31st January 2024.
- 2.4 Last year as part of a proactive approach, and in recognition of the challenging financial climate, an initial series of budget options were presented to the CJC in December 2022, and it was resolved that Option 2 – ‘Do Minimum’ – be endorsed as the preferred option for 2023/24. The financial outlook for 2024/25 and beyond continues to be hugely challenging and accordingly, there are three options attached to this report for consideration by the CJC, however considering the financial challenges that the constituent authorities are responding to the option that is recommended and is acceptable to the CJC officers is Option 2 – ‘Continuity budget minus 10%’.
- 2.5 Welsh Government have now provided a grant of £125k in 2023/24 and £100k in 2024/25 for the implementation of the Regional Transport Plan. This award is included in the Appendices and officers are working towards utilising this grant award.
- 2.6 The continuity budget minus 10% will allow the CJC to incorporate the corporate plan through the reserves held. Years two and three are indicative budgets, which will be amended and fine-tuned as the CJC functions and the budget develops.

Option 1 Continuity budget in 2024-25

Consideration could be given to the statutory minimum (continuity budget) that CJC must undertake.

Budgetary

The CJC is required by the LGE Act to set a budget to agree its aims.

The amounts that the CJC must calculate are:

- a) The amount which the CJC estimates it will spend in respect of the financial year in the exercise of its functions (including spending on administration and other overheads);

- b) The amount which the CJC considers appropriate to raise for contingencies arising in respect of the financial year;
- c) The amount which the CJC considers appropriate to be held as a reserve to meet expenditure it considers will be incurred in respect of future financial years;
- d) Any amount which the CJC considers is necessary to meet liabilities outstanding in respect of any earlier financial year.

Consideration of course must be given to potential officer commitments that have been given as part of funding i.e., some staff have been recruited to undertake CJC related work.

Statutory Minimum Requirements

The LGE Act stipulates that it is a requirement of the partners to:

- Take steps to promote or improve the economic wellbeing of its area.
- Prepare a strategic development plan.
- Preparation of a regional transport plan.

As a legal basis, provided steps are in place to monitor compliance with the Regional Economic Wellbeing Plan (and Energy Plan) then it would be contended that the CJC is fulfilling its statutory duty – it has established a plan and is now actively implementing it within individual authorities.

Meetings

From a governance perspective, as a statutory minimum, the CJC is required to hold the following meetings annually:

- One meeting of the Governance and Audit Committee to review the financial affairs of the CJC, review any financial statements and sign off any accounts and other matters which they are legally obliged to undertake.
- One meeting of the Overview and Scrutiny Committee.
- One meeting of the Standards Committee to agree the annual report.

There will clearly be a need for two meetings to develop and take decisions concerning the CJC Budget.

Policy Work

As CJs are part of the local government family, there is a statutory obligation that they comply with responsibilities under the Wellbeing of Future Generations (Wales) Act 2015, Equality Act 2010, Welsh Language Standards, and other corporate arrangements. There is a requirement for an overarching policy to be put in place. This work is nearing completion, once the Corporate Plan is in place which satisfies these elements, the CJC will only be required to monitor compliance or update as and when required.

Sub Committees cost profile

Reference should be made to Appendix A of this report. The identified sum of £220,000 will allow for incremental progress to be made by the CJC in 2024/2025 whilst also reflecting the challenging financial climate. A sum of £106,700 to a planning and programme

management budget heading is seen as a suitable means of ensuring that the CJC can respond to any requirements emerging during the year.

A detailed breakdown of the draft continuity budget is presented in Appendix A. The continuity budget option would allow the levy to be maintained at a similar level to 2023/24. Reserves have been accumulated due to expenditure having not begun in the first year of operation and limited activity within 2023/24. It is anticipated that these reserves will be in the region of £729k at the end of 2023/24. If members desire, it is reasonable to apply up to £529k of these reserves in the following 2 – 3 years to keep the levy at a low figure, we would then plan to carry a reserve balance of £200k potential unknowns or variance in expenditure. I would not advise discharging all the £729k balance in one year. This plan would facilitate a lower levy for 2 years.

Option 2 Continuity budget minus 10% in 2024-25

Given the budgetary pressured faced by local authorities it is suggested that the continuity budget have a further option of reducing the levy on the constituent local authorities by 10%, whilst recognising the reserves are available to fund the individual sub committees if the committee so choses to at a later date. This draft option is presented in Appendix B.

Option 3 Optimal - Full Cost Operational Budget in 2024/25

The draft budget for 2024/25 is demonstrating estimated expenditure of £2,082,899. This would be an increase of £1.465M on the current budget, which would fall on the Constituent Authorities. A detailed breakdown is presented in Appendix C. Details of budget requirements are highlighted below:

Joint Committee and Accountable Body

- The current budget for the Joint Committee and Accountable Body is estimated at £254,423. Assumptions used are demonstrated below:
- Local authority services – increased by 4% or as directed by the Local Authority undertaking the activity.
- Audit Wales – increased by 6.4%.
- Financial Services – aligned to CCC salary inflation rates.

CJC Sub Committees

- A key facet of the work of the CJC from a delivery perspective is the allocation of budget to the 4 sub committees. It should be noted that the CJC endorsed the Terms of Reference for the 4 Sub Committees at its meeting of 11 October 2022.
- In noting the above, for the CJC to meet its statutory duties and strategic priorities, sufficient budget will need to be allocated to each of the 4 sub committees and as such liaison has been ongoing between the CJC / Section 151 function and the Regeneration Directors from the Constituent Councils.

Economic Development Sub-Committee - Executive Lead – Carmarthenshire.

- The CJC has already endorsed the Regional Economic Development Plan (REDP) as its strategic economic wellbeing framework. A dedicated staff resource will be required to deliver the REDP. The indicative cost is estimated at £410k for 2024/25 to include a Project Manager, Programme Officers (4 Officers), and a Project Management Assistant. Support costs include Democratic services (£16k) and consultancy services (£103k).
- A five-year operational budget has been estimated at £1.755M. Further information is set out in Appendix C.

Strategic Planning Sub-Committee – Executive Lead – Neath Port Talbot

- There is a statutory duty upon the CJC to prepare the Strategic Development Plan (SDP). The ‘optimal option’ included therein is outlined below (year 1), with further information set out in Appendix C.
- The indicative cost is estimated at £581k for 2024/25 to include a Project Manager, 2 Principal Planning Officers, 2 Planning Officers, and a Technical/Administrative Assistant. Support costs include Projects & Activities expenditure (£70k) and consultancy services (£155k).
- A five-year operational budget has been estimated at £2.469M.

Transport Sub-Committee – Executive Lead – City and County of Swansea

- There is a statutory duty upon the CJC to prepare the Regional Transport Plan (RTP). The Transport Sub Committee budget will be directed at supporting the tasks required to undertake the initial stages of the development of the Regional Transport Plan as set out in the Implementation Plan submitted to WG in Oct 2023. For 2024/25 the WG grant of £100k has been included, however, further ongoing support and funding will be required from WG to complete the overall process.
- The indicative cost is estimated at £391k for 2024/25 to include a Regional Transport Plan Development and Programme Lead Officer and a Graduate Trainee. Consultancy services are expected to be £262k.
- A five-year operational budget has been estimated at £1.687M. Further information is set out in Appendix C.

Energy Sub-Committee – Executive Lead – Pembrokeshire

- The CJC has already endorsed the RES. Regional Energy Planning within the Southwest Wales CJC is moving into an exciting phase of delivery and implementation with the aim of meeting the region’s vision of “Harnessing the region’s low carbon energy potential across its on and offshore locations, to deliver a prosperous and equitable net zero carbon economy which enhances the well-being of future generations and the region’s ecosystems, at a pace which delivers against regional and national emissions reduction targets by 2035 and 2050.” The Regional Strategy adopted in 2021 and subsequent

action plans are being finalised, the local area energy plans are due for delivery within the next few months and the scale of work towards Net Zero 2030 and 2050 is beginning to take shape. Against this backdrop there is also an incredible amount of regional energy work and projects being undertaken at local, national, and international levels and members of the CJC Energy Committee have been briefed on these projects.

- As the work towards delivery, implementation, monitoring, and reporting begins to ramp up there is a need to prioritise resource capacity and focus on sensible financial propositions to make delivery realistic and achievable. These new roles and funding will directly help support delivery of the regional energy actions identified by the region as priority, using evidence from this work, and the Local Area Energy Plans, to build a viable investment prospectus and business cases to ensure delivery of the regional targets.
- The indicative cost is estimated at £305k for 2024/25 to include a Regional Energy Lead Officer and a Secretariat Support Officer. Consultancy services are expected to be £150k and Marketing & Advertising is expected to be £45k.
- A five-year operational budget has been estimated at £1.299M. Further information is set out in Appendix C.

Regional Management Office

- Salary Costs - aligned to CCC salary inflation rates.
- Consultancy and Specialist Support Fees – Increased to align to support requirements expected of Management Office.
- Work has commenced to streamline support for the CJC and City Deal arrangements. It is considered that there is scope to bring the support arrangements and further advice will be provided to Members once the work is further progressed.
- It is intended that the levy is split between 4 authorities based on population size (mid-year 2021 – Statswales.gov.uk).
- It should be noted that further consideration will be required as to any contribution from the National Park Authorities. Under the current legislation the National Park Authorities (NPAs) are only financially obligated to support the strategic planning aspects of the CJC.

Reserves have been accumulated due to expenditure having not begun in the first year of operation and limited activity within 2023/24. It is anticipated that these reserves will be in the region of £729k at the end of 2023/24. If members desire, it would be reasonable to apply up to £529k of these reserves in the following 2 – 3 years to keep the levy at a lower figure, we would then plan to carry a reserve balance of £200k for potential unknowns or variance in expenditure in the future. I would not advise discharging all the £729k balance in one year. This plan would facilitate a slightly lower increase in levy for the next 2 years but would rise more significantly after 2025/26.

4 Financial Impacts

4.1 The report presents 3 draft options for the operational budget for 2024/25. The first option, a continuity budget, a minimal budget is costed at £615,049, the second option is the continuity budget costed at £615,049 with a reserve offset of 10%, and the third option, an optimal budget a total cost budget is £2,082,899. This report recommends that the budget is set based on Option 2 which is a continuity budget less ten percent reduction in line with the pressure that the constituent authorities are facing. Reserves are currently forecasted to stand at £729k, this will help to support the budget for 2024/25 and will also provide resilience to support the development of the CJC further in 2024/25 and future years. If the committee agrees Option 2 the levy breakdown will be as follows.

<u>Local Authority Levy 2024/25</u>	£
City and County of Swansea Council (Levy)	191,188
Carmarthenshire County Council (Levy)	151,281
Neath Port Talbot CBC (Levy)	114,094
Pembrokeshire County Council (Levy)	99,414
	555,978

4.2 To ensure fairness and equality across the regional funding will be provided by local authority contributions through the form of a levy, based on population size. Surpluses that accrue in any year will be contained and ring-fenced within the CJC reserve account and will be utilised for future expenditure.

5 Integrated Impact Assessment

5.1 The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

- 5.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental, and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the ‘well-being goals.’
- 5.3 There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and this report is to establish financial arrangements in accordance with legislation. With reference to Appendix C of this report, and the impending consultation on the Draft Corporate Plan, it is considered that the ratification of this budget can facilitate the delivery of the CJC’s emerging identified well-being objectives.

6 Workforce Impacts

- 6.1 Currently any employment within the CJC will be undertaken by constituent authorities and the financial arrangements relating to such are considered in this report.

7 Legal Impacts

- 7.1 There is a legal requirement for the CJC to agree its 2024/2025 budget, together with the levy charge apportionment by 31 January 2024. Furthermore, reference is made to the statutory duties placed upon the CJC in respect of regional transport and strategic development planning.

8 Risk Management Impacts

- 8.1 Failure to set a balanced budget would render the CJC in breach of its obligations exposing itself to legal challenge. In addition, suitable arrangements must be put in place to ensure that the constituent authorities and national park authorities are able to fulfil their legal obligations in establishing the CJC.
- 8.2 It is considered that the continuity budget as presented will meet the requirement to set a balanced budget. Furthermore, and in endorsing the content of the optimal budget, the CJC will be providing a platform upon which to start delivering upon the aspirations and objectives it has identified within the emerging Corporate Plan.

9 Consultation

- 9.1 There is no requirement for formal consultation however, constituent authorities have been consulted and it is brought to this committee for consideration before the Joint

Committee makes its final decision. Any views expressed by this committee will be fed back to the Joint Committee when they consider the final budget.

10 Reasons for Proposed Decision

- 10.1 For scrutiny to review the proposals going before the CJC Joint Committee in respect of the budget.
- 10.2 At the Joint Committee the reason will be to ratify the CJC budget as placed before Members for their approval to allow the CJC to meet its obligations to set its 2024/2025 budget no later than 31 January 2024.

11 Implementation of Decision

- 11.1 This decision is proposed for immediate implementation.


Appendices

Appendix A – Continuity budget 2024/25, option 1.

Appendix B – Continuity budget 2024/25 with 10% levy reduction, option 2.

Appendix C – Optimal budget 2024/25, option 3.


Appendix A

 South West Wales Corporate Joint Committee Continuity Budget <i>Financial Years 2023/24 to 2027/28</i>						
Description	Budget 2023-24 (£)	Provisional Outturn 2023/24 (£)	Indicative Budget 2024/25 (£)	Indicative Budget 2025/26 (£)	Indicative Budget 2026/27 (£)	Notes
Expenditure						
Joint Committee						
Democratic Services						
Democratic, Scrutiny and Legal Support Costs	73,700	73,700	76,648	78,564	80,528	Provided by NPT
Democratic Services Total	73,700	73,700	76,648	78,564	80,528	
Legal and Governance						
Monitoring Officer and Service Support	18,700	18,700	19,448	19,934	20,433	Provided by NPT
Legal and Governance Total	18,700	18,700	19,448	19,934	20,433	
Accountable Body						
Audit Wales Financial Audit	22,000	1,764	1,877	1,924	1,972	Based on audit costs of SBCE (independent audit of financial statements)
Section 151 Officer Recharge	20,693	20,693	21,521	22,059	22,610	Provided by CCC
Accountable Body Total	42,693	22,457	23,398	23,983	24,582	
Governance & Internal Audit						
Internal Audit	22,000	16,500	23,170	24,325	25,540	Provided by Pems
Sub-Committee Support Costs & Expenses	16,500	11,000	18,150	18,604	19,069	Provided by Pems
Governance & Internal Audit Total	38,500	27,500	41,320	42,929	44,609	
Support Services						
ICT & Data Protection Services	22,000	22,000	22,880	23,452	24,038	Provided by NPT
Financial Services	57,009	5,000	59,289	60,772	62,291	Provided by CCC
HR Services	11,000	2,000	11,440	11,726	12,019	Provided by NPT
Support Services Total	90,009	29,000	93,609	95,950	98,348	
Joint Committee Total	263,602	171,357	254,423	261,359	268,500	
SWWCJC - Sub Committees						
Economic Development SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning SC	20,000	-	20,600	21,012	21,432	Based on information provided by sub committee leads
Transport SC	20,000	50,000	51,500	53,045	54,106	Based on information provided by sub committee leads
Transport SC WG grant funded	-	125,000	100,000	-	-	
Energy SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning & Programme management	140,000	-	106,700	103,919	101,597	For future years this budget is used to balance to original budget of 2023/24
SWWCJC - Sub Committees Total	220,000	185,000	320,000	220,000	220,000	
SWWCJC - Regional Management Office						
Salary (Inc. On-costs)	60,135	29,126	64,390	66,213	68,085	Business Manager left 5/6/23, assumed 3 mths charge for replacement in 2023/24
Training of Staff	1,000	-	1,030	1,051	1,072	
Public Transport - Staff	250	-	258	263	268	
Staff Travelling Expenses	810	150	834	851	868	
Admin, Office & Operational Consumables	1,000	100	1,030	1,051	1,072	
Consultancy and Specialist Adviser Fees	51,206	10,000	52,742	53,797	54,873	
ICTs & Computer Hardware	1,250	1,250	1,288	1,313	1,340	
Subsistence & Meetings Expenses	1,000	520	1,030	1,051	1,072	
Conferences, Marketing & Advertising	-	-	-	-	-	
Projects & Activities Expenditure	-	-	-	-	-	
Translation/Interpreter Services	15,000	1,000	15,450	15,759	16,074	
Printing & Copying	2,500	50	2,575	2,627	2,679	
Regional Management Office Total	134,151	42,196	140,626	143,974	147,402	
Contingency/Reserves						
Provision for Contingency/Reserves	-	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	-	
Total SWWCJC Expenditure	617,753	398,553	715,049	625,333	635,902	
Funding Contributions						
Partner & Other Contribution						
Brecon Beacons NPA	-	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	-	
Co-Opt Partners	-	-	-	-	-	
Welsh Government Revenue Grant	-	125,000	100,000	-	-	Award of Funding in relation to SWWCJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	-	
Partner & Other Contribution Total	-	125,000	100,000	-	-	
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	212,431	212,431	212,431	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	168,090	168,090	168,090	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	126,771	126,771	126,771	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	110,460	110,460	110,460	Levy charged to local authorities based on Population Size
Total SWWCJC Income	617,753	617,753	617,753	617,753	617,753	
Provision of Service - Surplus / (Deficit)	-	344,200	2,704	(7,580)	(18,149)	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	731,728	724,148	
Net Provision of Service - Surplus / (Deficit)	-	344,200	2,704	(7,580)	(18,149)	
Balance Carry Forward	-	729,024	731,728	724,148	705,999	
Use of £475k reserves in 2024/25 and carry a reserve of £200k						
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	154,929	124,078	218,672	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	122,591	98,179	173,029	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	92,456	74,045	130,496	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	80,560	64,518	113,705	Levy charged to local authorities based on Population Size
Total SWWCJC Income	617,753	617,753	450,537	360,821	635,902	
Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	464,512	200,000	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Balance Carry Forward	-	729,024	464,512	200,000	200,000	

Appendix B

	South West Wales Corporate Joint Committee Continuity Budget with 10% levy reduction Financial Years 2023/24 to 2027/28					
Description	Budget 2023-24 (£)	Provisional Outturn 2023/24 (£)	Indicative Budget 2024/25 (£)	Indicative Budget 2025/26 (£)	Indicative Budget 2026/27 (£)	Notes
Expenditure						
Joint Committee						
Democratic Services						
Democratic, Scrutiny and Legal Support Costs	73,700	73,700	76,648	78,564	80,528	Provided by NPT
Democratic Services Total	73,700	73,700	76,648	78,564	80,528	
Legal and Governance						
Monitoring Officer and Service Support	18,700	18,700	19,448	19,934	20,433	Provided by NPT
Legal and Governance Total	18,700	18,700	19,448	19,934	20,433	
Accountable Body						
Audit Wales Financial Audit	22,000	1,764	1,877	1,924	1,972	Based on audit costs of SBCD (independent audit of financial statements)
Section 151 Officer Recharge	20,693	20,693	21,521	22,059	22,610	Provided by CCC
Accountable Body Total	42,693	22,457	23,398	23,983	24,582	
Governance & Internal Audit						
Internal Audit	22,000	16,500	23,170	24,325	25,540	Provided by Pems
Sub-Committee Support Costs & Expenses	16,500	11,000	18,150	18,604	19,069	Provided by Pems
Governance & Internal Audit Total	38,500	27,500	41,320	42,929	44,609	
Support Services						
ICT & Data Protection Services	22,000	22,000	22,880	23,452	24,038	Provided by NPT
Financial Services	57,009	5,000	59,289	60,772	62,291	Provided by CCC
HR Services	11,000	2,000	11,440	11,726	12,019	Provided by NPT
Support Services Total	90,009	29,000	93,609	95,950	98,348	
Joint Committee Total	263,602	171,357	254,423	261,359	268,500	
SWWJC - Sub Committees						
Economic Development SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning SC	20,000	-	20,600	21,012	21,432	Based on information provided by sub committee leads
Transport SC	20,000	50,000	51,500	53,045	54,106	Based on information provided by sub committee leads
Transport SC WG grant funded	-	125,000	100,000	-	-	
Energy SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning & Programme management	140,000	-	106,700	103,919	101,597	For future years this budget is used to balance to original budget of 2023/24
SWWJC - Sub Committees Total	220,000	185,000	320,000	220,000	220,000	
SWWJC - Regional Management Office						
Salary (Inc. On-costs)	60,135	29,126	64,390	66,213	68,085	Business Manager left 5/6/23. 2 mths charge for replacement, cover provided by NPT via invoice
Training of Staff	1,000	-	1,030	1,051	1,072	Due to replacement starting in Feb
Public Transport - Staff	250	-	258	263	268	Due to replacement starting in Feb
Staff Travelling Expenses	810	150	834	851	868	Due to replacement starting in Feb
Admin, Office & Operational Consumables	1,000	100	1,030	1,051	1,072	Reduced charge (10% of budget) comparable with previous year
Consultancy and Specialist Adviser Fees	51,206	10,000	52,742	53,797	54,873	Reduced charge forecasted at 20% of budget
ICTs & Computer Hardware	1,250	1,250	1,288	1,313	1,340	Potential ICT costs for replacement staffing
Subsistence & Meetings Expenses	1,000	520	1,030	1,051	1,072	Reduction of 50% in budget due to lower activity
Conferences, Marketing & Advertising	-	-	-	-	-	
Projects & Activities Expenditure	-	-	-	-	-	
Translation/Interpret Services	15,000	1,000	15,450	15,759	16,074	Reduced translation costs expected
Printing & Copying	2,500	50	2,575	2,627	2,679	Notional charge included
Regional Management Office Total	134,151	42,196	140,626	143,974	147,402	
Contingency/Reserves						
Provision for Contingency/Reserves	-	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	-	
Total SWWJC Expenditure	617,753	398,553	715,049	625,333	635,902	
Funding Contributions						
Partner & Other Contribution						
Brecon Beacons NPA	-	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	-	
Co-Op Partners	-	-	-	-	-	
Welsh Government Revenue Grant	-	125,000	100,000	-	-	Award of Funding in relation to SWWJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	-	
	-	125,000	100,000	-	-	
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	191,188	191,188	191,188	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	151,281	151,281	151,281	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	114,094	114,094	114,094	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	99,414	99,414	99,414	Levy charged to local authorities based on Population Size
Total SWWJC Income	617,753	617,753	555,978	555,978	555,978	
Provision of Service - Surplus / (Deficit)	617,753	742,753	655,978	555,978	555,978	
	-	344,200	(59,072)	(69,355)	(79,924)	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	669,953	600,597	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(59,072)	(69,355)	(79,924)	
Balance Carry Forward	-	729,024	669,953	600,597	520,673	
Use of £475k reserves in 2024/25 and carry a reserve of £200k						
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	154,929	124,078	218,672	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	122,591	98,179	173,029	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	92,456	74,045	130,496	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	80,560	64,518	113,705	Levy charged to local authorities based on Population Size
Total SWWJC Income	617,753	617,753	450,537	360,821	635,902	
Provision of Service - Surplus / (Deficit)	617,753	742,753	450,537	360,821	635,902	
	-	344,200	(264,512)	(264,512)	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	464,512	200,000	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Balance Carry Forward	-	729,024	464,512	200,000	200,000	

Appendix C

 South West Wales Corporate Joint Committee Optimal Budget <i>Financial Years 2023/24 to 2027/28</i>						
Description	Budget 2023-24 (£)	Provisional Outturn 2023/24 (£)	Indicative Budget 2024/25 (£)	Indicative Budget 2025/26 (£)	Indicative Budget 2026/27 (£)	Notes
Expenditure						
Joint Committees						
Democratic Services						
Democratic, Scrutiny and Legal Support Costs	73,700	73,700	76,648	78,564	80,528	Provided by NPT
Democratic Services Total	73,700	73,700	76,648	78,564	80,528	
Legal and Governance						
Monitoring Officer and Service Support	18,700	18,700	19,448	19,934	20,433	Provided by NPT
Legal and Governance Total	18,700	18,700	19,448	19,934	20,433	
Accountable Body						
Audit Wales Financial Audit	22,000	1,764	1,877	1,924	1,972	Based on audit costs of SBCD (independent audit of financial statements)
Section 151 Officer Recharge	20,693	20,693	21,521	22,059	22,610	Provided by CCC
Accountable Body Total	42,693	22,457	23,398	23,983	24,582	
Governance & Internal Audit						
Internal Audit	22,000	16,500	23,170	24,325	25,540	Provided by Pembs
Sub-Committee Support Costs & Expenses	16,500	11,000	18,150	18,604	19,069	Provided by Pembs
Governance & Internal Audit Total	38,500	27,500	41,320	42,929	44,609	
Support Services						
ICT & Data Protection Services	22,000	22,000	22,880	23,452	24,038	Provided by NPT
Financial Services	57,009	5,000	59,289	60,772	62,291	Provided by CCC
HR Services	11,000	2,000	11,440	11,726	12,019	Provided by NPT
Support Services Total	90,009	29,000	93,609	95,950	98,348	
Joint Committee Total	263,602	171,357	254,423	261,359	268,500	
SWWCJC - Sub Committees						
Economic Development SC	20,000	5,000	410,442	426,125	441,174	Based on information provided by sub committee leads
Planning SC	20,000	-	581,029	602,480	622,408	Based on information provided by sub committee leads
Transport SC	20,000	50,000	291,172	404,349	415,277	Based on information provided by sub committee leads
Transport SC WG grant funded	-	125,000	100,000	-	-	
Energy SC	20,000	5,000	305,207	315,616	324,375	Based on information provided by sub committee leads
Planning & Programme management	140,000	-	-	-	-	For future years this budget has been utilised by the 4 sub committees
SWWCJC - Sub Committees Total	220,000	185,000	1,687,850	1,748,570	1,803,234	
SWWCJC - Regional Management Office						
Salary (Inc. On-costs)	60,135	29,126	64,390	66,213	68,085	Business Manager left 5/6/23, assumed 3 mths charge for replacement in 2023/24
Training of Staff	1,000	-	1,030	1,051	1,072	
Public Transport - Staff	250	-	258	263	268	
Staff Travelling Expenses	810	150	834	851	868	
Admin, Office & Operational Consumables	1,000	100	1,030	1,051	1,072	
Consultancy and Specialist Adviser Fees	51,206	10,000	52,742	53,797	54,873	
ICTs & Computer Hardware	1,250	1,250	1,288	1,313	1,340	
Subsistence & Meetings Expenses	1,000	520	1,030	1,051	1,072	
Conferences, Marketing & Advertising	-	-	-	-	-	
Projects & Activities Expenditure	-	-	-	-	-	
Translation/Interpret Services	15,000	1,000	15,450	15,759	16,074	
Printing & Copying	2,500	50	2,575	2,627	2,679	
Regional Management Office Total	134,151	42,196	140,626	143,974	147,402	
Contingency/Reserves						
Provision for Contingency/Reserves	-	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	-	
Total SWWCJC Expenditure	617,753	398,553	2,082,899	2,153,903	2,219,136	
Funding Contributions						
Partner & Other Contribution						
Brecon Beacons NPA	-	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	-	
Co-Opt Partners	-	-	-	-	-	
Welsh Government Revenue Grant	-	125,000	100,000	-	-	Award of Funding in relation to SWWCJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	-	
Total Partner & Other Contribution	-	125,000	100,000	-	-	
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	681,874	740,678	763,110	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	539,546	586,077	603,827	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	406,918	442,011	455,397	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	354,561	385,138	396,802	Levy charged to local authorities based on Population Size
Total Local Authority Income	617,753	617,753	1,982,899	2,153,903	2,219,136	
Provision of Service - Surplus / (Deficit)	617,753	742,753	2,082,899	2,153,903	2,219,136	
Provision of Service - Surplus / (Deficit)	-	344,200	0	0	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	729,024	729,024	
Net Provision of Service - Surplus / (Deficit)	-	344,200	0	0	0	
Balance Carry Forward	-	729,024	729,024	729,024	729,024	
Use of £475k reserves in 2024/25 and carry a reserve of £200k						
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	625,302	649,718	763,110	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	494,783	514,103	603,827	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	373,158	387,729	455,397	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	325,145	337,841	396,802	Levy charged to local authorities based on Population Size
Total Local Authority Income	617,753	617,753	1,818,387	1,889,391	2,219,136	
Provision of Service - Surplus / (Deficit)	617,753	742,753	1,818,387	1,889,391	2,219,136	
Provision of Service - Surplus / (Deficit)	0	344,200	(264,512)	(264,512)	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	464,512	200,000	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Balance Carry Forward	-	729,024	464,512	200,000	200,000	

South West Wales Corporate Joint Committee – Overview and Scrutiny Sub-Committee
Forward Work Programme

Meeting Date	Agenda Item	Contact Officer
2023		
2 nd November	Audit Wales Letter - Commentary of CJC Progress	Karen Jones
	Update on of RTP Implementation Plan for Submission to Welsh Government	Mark Wade
	Chair of CJC Committee attending	
2024		
16 th January	Budget Monitoring	Chris Moore
	Draft Budget 24-25	Chris Moore
12 th March	Update Energy Action Plan	Nicola Pearce

Items to be included for Cycle:

- Overarching Governance Guide
- Economic Delivery Plan (Workforce Planning)
- Private Sector Advisory Board – update TBC (deferred from January 2024)
- Regional Transport Plan Case for Change - TBC

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