



***SOCIAL CARE, HEALTH AND HOUSING SCRUTINY
COMMITTEE***

10.30 am FRIDAY, 28 NOVEMBER 2014

COUNCIL CHAMBER - PORT TALBOT CIVIC CENTRE

PART 1

1. To receive any declarations of interest from Members
2. To receive the Minutes of the previous Social Care, Health and Housing Scrutiny Committee held on 16th October (*Pages 1 - 6*)
3. To receive the Scrutiny Forward Work Programme 2014/15. (*Pages 7 - 8*)

To scrutinise decision, information and monitoring issues being reported by:

4. Care and Social Services Inspectorate Wales - Performance Evaluation Report (*Pages 9 - 30*)

Report of the Head of Community Care and Housing Services and Head of Business Strategy and Public Protection

5. Revenue Budget Monitoring 2014/2015 (*Pages 31 - 74*)
6. Quarter 2 Performance Management Data 2014/2015 (Contained within the Circulated Cabinet Board papers)

Head of Community Care and Housing Services

7. Social Centres Update Report (*Pages 75 - 80*)

Head of Business Strategy and Public Protection

8. Report on Scams (*Pages 81 - 86*)
9. To select appropriate items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board reports enclosed for Scrutiny Members).
10. Any urgent items (whether public or exempt) at the discretion of the Chairman pursuant to Section 100B (4) (b) of the Local Government Act 1972

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Monday, 24 November 2014

Committee Membership:

Chairman: Councillor Mrs.S.M.Penry

Vice Chairman: Councillor Mrs.A.Wingrave

Councillors: H.M.Bebell, Mrs P.Bebell, J.S.Evans, Mrs.D.Jones,
J.Miller, R.Phillips, L.M.Purcell, A.Taylor, R.Thomas,
J.Warman and D.Whitelock

Notes:

- (1) *If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*
- (2) *If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*
- (3) *For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*
- (4) *The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) *Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

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**SOCIAL CARE, HEALTH AND HOUSING SCRUTINY
COMMITTEE**

(Committee Rooms 1/2 - Port Talbot Civic Centre)

Members Present:

16 October 2014

Chairman: Councillor Mrs.S.M.Penry

Vice Chairman: Councillor

Councillors: H.M.Bebell, Mrs P.Bebell, J.S.Evans, Mrs.D.Jones,
L.M.Purcell, A.Taylor, R.Thomas and D.Whitelock

Officers In Attendance Mrs.C.Marchant, Mrs.A.Thomas, N.Evans, S. Adie
and S.Garland

Cabinet Invitees: Councillors P.D.Richards and J.Rogers

1. **TO RECEIVE ANY DECLARATIONS OF INTEREST FROM
MEMBERS**

The following Members declared an interest

Cllr. P Bebell Is a Member of the Community Health
Council

2. **TO RECEIVE THE MINUTES OF THE PREVIOUS SOCIAL CARE,
HEALTH AND HOUSING SCRUTINY COMMITTEE HELD ON
15TH SEPTEMBER 2014**

The Committee noted the minutes.

3. **SICKNESS ABSENCE - VERBAL UPDATE**

The Committee received a verbal update in relation sickness absence figures for the areas of Public Protection and Home Care Services.

In relation to Public Protection Members were advised that the figures were skewed due on individual being on long term sickness absence and if that individual was not included in the figures than the average days lost per individual would be 1.15days. Members were informed that where individuals are on long term sick then all opportunities are explored assist the individual in returning to work.

With regards Home Care, Members asked what the costs were in relation to covering sickness absence and whether agency staff were still used. Members were informed that the only areas that accrue additional costs because of sickness absence was Home Care and Residential Respite Care. However, Members were further informed that agency staff were not used to cover the absence but it was covered by current employees who were given additional hours.

Following scrutiny the Committee noted the progress made in addressing sickness absence figures.

4. **TO RECEIVE THE SCRUTINY FORWARD WORK PROGRAMME 2014/15.**

The Committee noted the report.

5. **TO SELECT APPROPRIATE ITEMS FROM THE CABINET BOARD AGENDA FOR PRE-SCRUTINY (CABINET BOARD REPORTS ENCLOSED FOR SCRUTINY MEMBERS).**

Tackling Food Fraud

In relation to Public Protection, members were advised that sickness absence levels are well below the council average. The figures presented included the long term sickness of one individual who has since returned to work. If this sickness were excluded from the figures it would reduce the average days lost per individual to 1.15 days.

In relation to meat products Members enquired whether the issues of Halal meat were inspected and it was confirmed that inspections are undertaken to ensure that legislation is adhered to.

Members received the report highlighting the work being undertaken by Environmental Health and Trading Standards teams to tackle food fraud.

Members were reminded of several high profile cases, in particular the recent horse meat scandal. However, this had not been a significant issue in Neath Port Talbot. Members queried the number of laboratories available to the EH & TS teams to test food skills. Officers responded that the number of laboratories had reduced however this had not, to date impacted on the council's ability to test any suspect food products. Members were advised

that as resources reduce there will be additional pressure on laboratories to be able to fulfil statutory obligations.

Members were advised that as resources dwindle there will be additional pressures on the units to be able to fulfil its statutory obligations.

Following Scrutiny the report was noted.

New Social Work Model, Outcome of Consultation on New Service Model.

Members received a report that informed members of the outcome of the recent public engagement on the proposed new social work model for people with disabilities.

Members asked whether GP's had been part of the engagement exercise as they were integral because of the role they had in relation to prescribing treatments including drugs. Members were informed that there had been no specific engagement and this is something that will need to be addressed when the proposals are implemented. This is because when new "Community Networks" are developed in conjunction with the Abertawe Bro Morgannwg Health Board links with GP practices will be key.

Members were further advised that the paper presented to them was in effect a principles paper and as more components of the new social work model come forward, more information will be presented in more depth.

The Committee noted its disappointment that the Primary Health Care team was not involved at the beginning of the process. However, Members were advised that there was now a post in existence that covers district nurses and social.

In the future it is envisaged that Social Workers will be more community based. There will be a more engaged social work workforce and in the future they will be co-located with partner organisations. Members were advised that there is currently co-location in existence but there is a need to break down barriers that will allow better partnership working.

In relation to a query of whether there was integration between the organisations IT system Members were advised that this had been one of the biggest problems in developing the joint working and the reason for this was stated that both organisations had failed to develop a joint IT strategy between them, but this was something that was now being looked at as a

possible All Wales solution. The issue now is that funding may be an issue and there is need to identify funding after being turned down previously.

Following Scrutiny the Committee was supportive of the proposals.

NPT Mental Health Commissioning Strategy 2014-2017

Members considered a report that provided information of the outcome of the recent consultation on the Daft Mental Health Services Commissioning Strategy 2014-2017.

With regards the consultation feedback Members welcomed the wide ranging consultation that had taken place but asked if transport had been a consultee. It was believed that with the possibility of cuts to bus subsidies this could have an impact on transport requirements for individuals who suffer with mental health issues.

Following scrutiny the Committee were supportive of the proposals to be considered by the Cabinet Board.

6. ACCESS TO MEETINGS

7. ANY URGENT ITEMS (WHETHER PUBLIC OR EXEMPT) AT THE DISCRETION OF THE CHAIRMAN PURSUANT TO SECTION 100B (4) (B) OF THE LOCAL GOVERNMENT ACT 1972

Because of the need to deal now with the matter contained in Minute No.8 below, the Chairman agreed that this could be raised at today's meeting as an urgent item pursuant to Statutory Instrument 2001 No.2290 (as amended)

Reason:

Due to the time element.

8. PRIVATE URGENT REPORT - SUPPORTING PEOPLE LOCAL COMMISSIONING PLAN 2014/2017

Members received the private urgent report of the Head of Community Care and Housing Services, which was tabled at the meeting. Members were advised that it was Mandatory to prepare a Supporting People Local Commissioning Plan and submit it to Welsh Government.

Members were informed that there had been previously been a cut in the grant but it was unknown what the future grant allocation will be. It had been suggested the grant would be circa £380k but this had not been confirmed. Members agreed that it is problematic to plan when the financial contribution is unknown.

Members endorsed the recommendations contained within the report on the understanding that further reports are presented to the Committee in the future and that each specific report include full Equality Impact Assessments to allow Members to fully understand the impact of any potential budget cuts once they become known.

CHAIRMAN

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SOCIAL CARE HEALTH AND HOUSING SCRUTINY COMMITTEE

Forward Work Programme Autumn 2014

Date of Meeting	Agenda Item
15.09.14	Implementation of Community Meals Policy
	Quarter 1 Performance Monitoring
	Social Care Health and Housing Scrutiny Committee Forward Work Programme
	Sickness
	Cabinet Board Items
16.10.14	Sickness Absence – Verbal update on Homecare and Business Services and Public Health
	Cabinet Board Items
20.10.14	Special meeting to consider the Council’s Budget Savings Strategies
27.11.14	CSSIW Annual Report
	Commissioned Social Care Services
	Quarter 2 Performance Monitoring

Date of Meeting	Agenda Item
	Budget Monitoring
	Cabinet Board Items
08.01.15	Trading Standards/Public Protection
	Cabinet Board Items
	Implementation of Transport Policy

Note

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January - Seminar on state of local health of NPT from Public Health consultant John Lucy. Use this to identify future pieces of work for committee to consider in approx. January/Feb. Likely areas will be around the prevention agenda, such as Immunisation take-up, especially around MMR, flu and pneumonia, and take-up of screening programmes. Possibly a 1 day inquiry relating to this, with recommendations to cabinet on action that could be taken to increase this take-up.

E-cigarettes – What are our policies, and partner’s policies on this? What are the licensing issues?

Housing – Local Housing Strategy – this is due to be updated

CSSIW PERFORMANCE EVALUATION REPORT 2013-14

1. **Purpose of Report**

To present to Members the CSSIW Performance Evaluation Report 2013-14.

2. **Background**

The report sets out the key areas of progress and areas for improvement in Neath Port Talbot Social Services for the year 2013-14.

The CSSIW take into account the available sources of evidence, including the annual report of the director of social services and the underpinning evidence supplied to them in support of that report. They also consider the evidence available from other CSSIW inspections, reviews and investigations, including that available from their work in regulated settings. The report has also been informed by the views of other audit and inspection bodies.

The report has been moderated to ensure a consistent and proportionate approach to their work. CSSIW engaged an independent person, external to CSSIW, to assist with this process.

3. **Overview**

The report summarises its findings which are based on Performance in relation to 'Shaping Services', 'Getting Help', 'The Services Provided' and 'The Effect on People's Lives'. Additionally, areas of Capacity include 'Delivering Social Services' and 'Providing Direction'.

The report highlights area of progress along with the areas for improvement, ultimately identifying areas for follow up by CSSIW next year.

Appendix 1 is the CSSIW Performance Evaluation Report 2013-14.

4. **Recommendations**

It is recommended that:

- Cabinet notes the CSSIW report.

5. **List of Background Papers**

Social Services Annual Report 2012-13, Rising to the Challenge

6. **Wards Affected**

All

7. **Officer Contact**

Nick Jarman, Director of Social Services, Health & Housing

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E-mail: n.jarman@npt.gov.uk

COMPLIANCE STATEMENT

CSSIW PERFORMANCE EVALUATION REPORT 2013-14

(a) **Implementation of Decision**

The decision is proposed for implementation following consultation with the relevant Scrutiny Committee and determination and approval by Council.

(b) **Sustainability Appraisal**

Community Plan Impacts

Economic Prosperity	-	positive
Education & Lifelong Learning	-	no impact
Better Health and Well Being	-	positive
Environment & Transport	-	no impact
Crime & Disorder	-	no impact

Other Impacts

Welsh Language	-	no impact
Sustainable Development	-	no impact
Equalities	-	positive
Social Inclusion	-	positive

(c) **Consultation**

This matter has been subject to external consultation.

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Performance Evaluation Report 2013–14

Neath Port Talbot County
Borough Council Social Services

This report sets out the key areas of progress and areas for improvement in Neath Port Talbot County Borough Council Social Services for the year 2013–14

Local Authority: Neath Port Talbot County and Borough Council

This report sets out the key areas of progress and areas for improvement in Neath Port Talbot County and Borough Council Social Services for the year 2013- 14

Summary

The council is clear about the development of the social care market and its expectations of those it commissions with to provide services. To support this it has developed commissioning strategies, together with market position statements, for a range of service areas. The market position statements cover residential care, domiciliary care, learning disability, supporting people, mental health and physical disability. These statements set out the council's vision for the future and are designed to provide a foundation for sustained change and improvement.

The council has maintained and promoted good engagement with carers and users of services. Its modernisation agenda in adult services is wide ranging and will require broad consultation if people are to understand the rationale behind such changes. People will require reassurance that where there is need it will be assessed, and services will be provided where indicated.

The performance of adult services is well monitored and effectively managed. The council's preparedness for the requirements of the Social Services and Wellbeing (Wales) Act 2014 is implicit within its modernisation and integration programme. There is not, however, a specific plan of action in place to support the implementation of the Act.

The council has prepared an action plan to support the underlying principles of the Welsh Government's policy '*Mwy na Geiriau*', '*More than Just Words*', the strategic framework for the use of the Welsh language within the social care workforce. The council states that where Welsh language services are required it will endeavour to meet those needs.

The council's children's services continue to be subject to the CSSIW's serious concerns protocol which was invoked in November 2012 following three inspections between August 2010 and September 2012. The delivery of safeguarding services to children and young people was identified as being in significant need of improvement. Since November 2012, CSSIW has undertaken quarterly monitoring visits to assess the progress made by the council in delivering its strategic improvement plan for children's services.

In November 2013 CSSIW carried out a further inspection to establish whether sufficient progress had been made to improve the quality and consistency of services for the children and young people who are in need of support or protection. Following this inspection it was evident that the local authority was making progress in implementing its strategic improvement plan. While a significant amount of work had been carried out, the council will need to continue to evidence that they can deliver consistent improvement in performance and quality across the planning and delivery of children's services. CSSIW has therefore continued with quarterly monitoring to assess continued progress against the council's strategic improvement plan. This year's performance evaluation will not discuss or repeat in detail the findings of either the inspection or our quarterly monitoring visits. Further information can be found in the report of the November 2013 inspection. The council also took part in the national looked after children inspection. While this, too, found many positive developments in children's services, they need to be balanced against the areas for improvement – including the lack of evidence on case files of casework consultation about risk issues.

Response to last year's areas of improvement

Area for improvement identified last year	Progress in 2013 - 14
Progressing the older people's joint commissioning strategy.	A draft strategy has now been developed.
Development of the county wide reablement service. Corporate and political support will be vital to achieve this.	This has been achieved.
Capacity issues within the contracts and commissioning team.	Capacity has been increased.
Progress on developing services to younger people with a physical disability and for older people with dementia. The council should ensure it has sufficient capacity to move these service areas forward	The council has a strategic improvement plan in place for children's services which is being closely monitored.
The council needs to consider how best to establish a system of review within learning disability services that can monitor people's changing needs and respond accordingly.	Special review team implemented and is in place.
Further progress on the reduction in the	There is evidence of improvement in

rate of delayed transfers of care.	2013-14.
Ensuring that there is sustained improvement in the response to referrals in children's services both in terms of reliability, timeliness and quality of analysis and decision making.	There is evidence of improvement delivered through the remodelled access service.
Establishing a single assessment team.	This has been established.
The council needs to consider whether with the additional Deprivation of Liberty Safeguards responsibilities, the safeguarding team has sufficient capacity to meet current and future demand.	The capacity of the safeguarding team has been increased.
Work with partners to clarify roles and responsibilities where joint working in safeguarding.	The council has established a multi-agency safeguarding forum.
Staff training regarding the provision of carers assessments.	An e-carers package has been launched across the council.
Planning and social work support for looked after children.	A permanency strategy is in place and a specialist looked after children's service has been established
Timeliness and quality of the application child protection procedures.	Timeliness has improved, but achieving consistently good quality assessments remains an area for significant improvement. Continued monitoring is required.
Planning and support for children leaving care.	Some progress has been made, but this needs to be consistently delivered and sustained over an extended period of time.
The council must consider supporting the current quality assurance processes with effective IT support.	IT support has been improved.
Ongoing work in order to reduce the impact of sickness absence on the delivery of services is still required.	Dedicated HR support in children's services has been effective.

Stabilising the workforce in children's services and ensuring that staff are competent and feel supported.	While there has been significant improvement – with only two current vacancies reported in children's services – this needs to be sustained over an extended period of time to deliver the stability in the workforce necessary to support the required service improvements.

Visits and inspections undertaken during the year

The council participated in a thematic review across all councils in Wales for both commissioning arrangements for older people and arrangements for the operation of the deprivation of liberty safeguards under the Mental Capacity Act 2005.

CSSIW undertook a number of site visits to adult services this year. These included the new integrated services based at Cimla Hospital, the community gateway project, adults safeguarding, contracts and commissioning, the pathways to independence programme, the modernisation of adult services, progress on the carers measure and councils implementation of the mental health measure.

These visits were in addition to the annual programme of inspections carried out on regulated services, whether provided by the council or by the independent sector. Meetings with both heads of service and quarterly meetings with the strategic director and the senior management team have been held.

In children's services an inspection was carried out in November 2013, this has been followed up by quarterly monitoring by CSSIW. The council was also part of the national Inspection of safeguarding and care planning of looked after children and care leavers who exhibit vulnerable or risky behaviour ('looked after children inspection').

Areas for follow up by CSSIW next year

A number of specific areas for improvement have been identified in the body of this report and are listed below. The council's progress in relation to these will be discussed during regular engagement meetings, and site visits in the coming year.

- Progress with the modernisation and integration of adult social care.
- Early intervention and preventative services for children.
- Overview and scrutiny arrangements.
- Response to the recommendations of the looked after children inspection.
- Monitoring the implementation of the council's children's services strategic improvement plan.

- Progress with the outcomes from the visits, inspections and reviews undertaken by CSSIW during 2013-14
- Outcomes from the Western bay health and social care programme.

Performance

Shaping services

Adults

The council is clear about the direction of the social care market and its expectations of those it commissions with to provide services. It has developed market position statements for a range of service areas, including care homes, domiciliary care, learning disability, supporting people, mental health and physical disability. These statements are intended to be a tool for existing and potential providers of services to make informed decisions about developing their business. They set out the council's vision for future service delivery and provide a foundation for sustained change and improvement in the marketplace. Supporting this are clear commissioning strategies which provide a framework for modernisation and service delivery.

As a result the council has made significant progress in achieving the full integration of health and social care in the intermediate care services in the community resource team and in the integrated management of long term health and social care for older people within the community networks. This has led to improvements in performance in both the timeliness of assessments and achieving an appropriate and desired service outcome. This is supported a sustained reduction in the rate of delayed transfers of care, which is now at 3.49 per thousand population aged 75 and over. Considerable progress has also been made in working collaboratively to lead health and social care services across the Western Bay region.

The pathways to independence programme continues, with clear assessment and review in place which is fully implemented into care management arrangements. While initially launched to review the residential placement sector, this has now been extended to supported living provision. Whilst CSSIW inspectors are aware of some disquiet amongst providers regarding the move to a new model of support, care managers are positive that this work is improving the lives of people they support. It is regarded as further improving people's independence and ability to lead more fulfilled lives within the community.

The council is engaged in a wide ranging consultation on a number of core service areas. The modernisation agenda is ambitious and will require alignment with care management arrangements in order to ensure that people's access to services meet assessed need and expectations. The council continues to make progress with an ambitious programme of change. It is a strong partner of the Western Bay

health and social care collaborative which aims to bring together the City and County of Swansea, Neath Port Talbot and Bridgend County Borough Councils and Abertawe Bro Morgannwg University Health Board. This programme was established in 2012 and is underpinned by the principles of shared best practice models and the pooling of resources and expertise to deliver savings. The focus last year was to make progress with joint business cases and reviews to test the case for collaborative working. The joint integrated services model that the programme is working towards should deliver innovative and cost effective services. The work programme has numerous separate projects including adult learning disability, adult mental health, community services for older people and a cross cutting project focussed on contracting and procurement.. It is a complex and very ambitious programme which will require full commitment from all partners in order to realise its objectives.

Not only has the council been successful in promoting good practice and encouraging the development of the market, it also manages poorly performing providers effectively. CSSIW inspectors report that concerns are addressed by the council in a clear and planned way.

Children

The council has restructured its early intervention and prevention services through the 'think family' partnership. Staff are informed of progress and briefings through newsletters and staff meetings. A review of the team around the family service has indicated that it is receiving a significant amount of referrals from the education service in relation to children's behaviour. The council has recognised a need to build trust between children's services and the team around the family service and that a greater proportion of referrals from health visitors is required to promote more effective early intervention. A service mapping exercise has been undertaken and an early intervention and commissioning strategy has been written. However, commissioning arrangements for children's services are underdeveloped.

The council is making good progress in promoting participation for children and young people. Progress has also been made in agreeing definitions with partner agencies with young people having been involved in designing a website to provide information on services, and a wider evaluation of service provision.

Induction training for social workers and elected members has been revised to include information about children's rights, advocacy and how to make representation to the Children's Commissioner for Wales.

The council has decided against joining a proposed regional advocacy service and will be recommissioning an advocacy service from a current provider. The participation, engagement and advocacy protocol is being reviewed with young people to ensure that it is "child friendly" before it is implemented.

Areas of progress

- The pathways to independence programme.
- The development of market position statements and clear commissioning strategies which embed expectations and desired outcomes.
- The integration of community services.

Areas for improvement

- The continued development and commissioning of alternative models of care and support to support the outcomes of the pathways to independence programme.
- The alignment of the modernisation programme with arrangements for assessment and review, in order to ensure that people's access to services meet assessed need and expectation.
- The harmonisation of thresholds work being completed by the 'think family' partnership should be defined and clearly communicated.
- To develop commissioning strategies with partners to shape and support the delivery of services that meet the needs of vulnerable children and young people with complex needs.

Getting help

Adults

People are able to get help from all adult social care services and community health services through one access point. The community gateway was established this year to build on the good service provided by the contact and access team. People benefit from a service that is now able to provide a multi-disciplinary assessment and triage at the first point of contact. The gateway comprises council, health and third sector staff in order to provide a more holistic and effective service. CSSIW observed the operation of this service and met motivated and committed staff intent on delivering a good quality service. This is part of a council wide access to services project which aims to modernise access to all council services. Alongside the community gateway, people with a learning disability are able to access information regarding specialised services through service information on the council's website or leaflets at public contact points. There is a website for service users which uses inclusive communication and facilitates sharing of information about the services available. Through consultation with carers' and user groups the effectiveness and appropriateness of information is being actively considered and the need to develop a more effective communication format has been identified.

In response to the need to improve access to mental health services, required by the Mental Health (Wales) Measure 2010, the council, together with its health

partner, has seen the development of enhanced primary care services focused on access, assessment and early intervention. This is reported to be working well and the commitment of both council and health staff was very evident at CSSIW site visits and meetings with staff. This is supported by evidence of effective collaborative working across the western bay.

Performance indicators for the rate of older people helped to live at home increased from 100 per 1000 aged over 65 for 2012-13 to 107.8 in 2013/14. This is very positive in terms of maximising independence. The rate of older people supported in residential care has remained steady, increasing very slightly to almost 24%. Similarly, the percentage of adults aged 18-64 and those 65 plus supported in the community has increased from just over 91.2% to 92.4%. This may reflect the initial impact of the council's modernisation programme.

Children

The council has drafted an inter-team case transfer policy, but the full implementation of this essential practice is yet to be achieved. There is an expectation that the quality of care plans will be reviewed during supervision and a small sample of plans will be audited quarterly by senior staff. The conference and reviewing service will have a significant role in monitoring the quality of plans. A number of independent audits of children in need cases have been undertaken, the outcome of these audits should assist senior officers with the improvement of services

A community support services strategy is under development. It is hoped that it will have a similar outcome in reducing demand for statutory services as achieved by the early intervention and prevention strategy.

The council is committed to the smooth transition of children into adult services. It has produced a draft document 'modernising transition to adulthood' which sets out the plans for a project to improve transition arrangements for young people aged 14 years.

Areas of progress

- Community gateway service which will be a single point of access for community health and social care services developed and launched Jan 2014.
- The Signposting role of the third sector within the gateway team
- Effective collaborative working across western bay to implement all aspects of the Mental Health (Wales) Measure 2010 in a consistent way.

Areas for Improvement

- To continue to monitor and evaluate processes in the community gateway.
- To ensure that public information across all service areas continues to be reviewed and updated through the access to services corporate programme.
- To develop a more effective communication format for use by carers.
- Social workers need further guidance in the consideration of risk and how information collected is validated and recorded.
- Urgently establish arrangements to audit contacts which do not proceed to referrals and referrals which result in no further action following initial assessment.
- Maintain a strong focus on work to promote the consistency in the quality of assessments.

The services provided

Adults

Key to the success of the council's modernisation programme in adult social care is the review of social work systems and practice. The knowledge, skills and capacity of staff in the assessment of service users needs, the commissioning of appropriate support packages and the support for families and communities in order to enable people to remain within those families and communities is integral to the council's vision, and its alignment to the Social Services and Wellbeing (Wales) Act 2014. People are being well supported through a revised outcome focused assessment framework, which in turn is promoted by more robust supervision, quality assurance, and review framework.

The council are engaging effectively with both carers and user groups and this is helping shape a more effective and meaningful service for the users of adult social care. The council has responded well to improving the review of older peoples' needs. The dedicated team and the improvements in the use of ICT have proved effective. In 2012/13, timely reviews were completed in 76% of cases, rising to almost 82 % for 2013-14. The need for the review process to capture the outcomes achieved from packages of care and support is recognised.

The council, with its health partner, has achieved a fully integrated intermediate care service based in Cimla. The success of this project and the benefits of the approach have been recognised through CSSIW's site visit and regulatory inspection programme. Staff report that this has enabled the occupational therapy service to take a great step forward. It has improved integrated working, better links to the reablement service and improved satisfaction for users. The success of this venture and the improved outcomes for people using the service has led to the council moving swiftly to further develop community hubs.

Co-location of staff and closer working with health is well established in learning disability services. There is well developed person centred assessment and care planning, and whilst the allocation of assessments is timely, timescales can be delayed in service delivery. Integration between health and social care is also well established within mental health services. Evidence of good working, joint development and the provision of a comprehensive, holistic service has been observed by CSSIW.

The council has overseen improvements in its own homecare service and this is reflected positively in CSSIW's inspection reports. The benefits of investing in an electronic call monitoring system, the harmonisation of contracts and the continued focus on sickness management is helping the service become fit for the future. In April 2012 the council's long term residential care homes and one short term respite care home were transferred to Grwp Gwalia. This is one aspect of a 25 year partnership which will also see the development of four new care homes in the county borough over the next three years. While the council has strong contractual and management oversight arrangements in place, the partnership with Gwalia has been tested this year with the ending of the TUPE plus arrangement which governed the transfer of staff. This resulted in both the council and CSSIW receiving a number of concerns from staff and relatives of users regarding the proposed changes to staff pay and conditions planned to be implemented by Grwp Gwalia. Following negotiations, the period of protection for staff transferred from the council has been extended by a further 18 months.

An area for development last year, assistive technology continues to develop and is being included into more care packages for people with dementia and in considering the need for specialist domiciliary provision. An integrated business case has been developed which will hopefully see a major investment in assistive technology across western bay.

Children

The authority has greatly improved the ability to gather data and report on the performance of key indicators. This should put it in a stronger position to evaluate the strengths and weaknesses of its children's services. The improved timeliness for the completion of both initial and core assessments is an indication that there is better management of the volume of referrals and of workflow. There has also been improvement in all but one of the other national performance indicators reported to the Welsh Government. The council is aware that the percentage of children seen by a social worker during their initial assessment has reduced from 79.2% in 2012/13 to 68.3% in 2013-14, and work is underway to improve this.

A performance and quality assurance framework has been developed and a programme of monthly audit has been introduced. The council report incremental improvements in this area. However, it needs to ensure that this process is

undertaken by all teams. The findings of the completed audits were analysed by the council and a range of both positive and negative findings emerged, which will shape service development. A new complaints' procedure has been developed. It emphasises complaint avoidance and early resolution and will be introduced from June 2014 onwards.

Areas of Progress

- The continued modernisation of in-house homecare service including electronic call monitoring and harmonisation of contracts for community care assistants.
- The integrated intermediate care service.
- The new complaints procedure.
- Overall performance and quality assurance framework.

Areas for Improvement

- To ensure the review system reflects the outcomes of support packages in order to promote independence and identify outcomes.
- The council should improve the delivery of timely assessments to determine eligibility for care and support from services for people with a learning disability.
- Ensure that all teams contribute to the quality assurance framework.
- The continued monitoring of the timeliness of assessments.

Effect on people's lives

Adults

Adult safeguarding continues to be strengthened with more targeted awareness raising and training for both external and internal partners, and improved links with the independent mental capacity advocacy service. There is increased involvement of the user and family where appropriate, with an improved follow up process which now ensures that all actions for all agencies are monitored and tracked. It is recognised that adult protection action plans need to be made more explicit. This will aid the final follow up and closure process and improve outcomes for users in the safeguarding process.

Improved links between safeguarding and care management have been established, there is wider awareness of safeguarding across service areas with contract monitoring closely involved. Deprivation of liberty safeguards awareness under the Mental Capacity Act 2005 with adult services is reported to be good. The council has specifically targeted improving understanding of the safeguards in the independent provider sector. This is hoped to be addressed by the provision of an

additional post within safeguarding which will have a responsibility to raise awareness.

CSSIW regulatory inspectors have confirmed that the effectiveness and timeliness of the response to safeguarding concerns by the review team has better protected vulnerable adults. The council's joint work with health partners in this regard is also worthy of note. The Western Bay safeguarding adult board was initiated in April 2013. All partners are reported to be strongly committed to leadership of safeguarding through the regional board.

CSSIW highlighted the carers' service as an area for observation and further evidence gathering this year and met with the leads for the council, the health board and the third sector. The carers' service has been commissioned to undertake carer's assessments on behalf of the council. There is a positive relationship developing between care management teams and the carers' service, with teams now ensuring that the provision of a carer's assessments and service is part of the package that is offered to people using adult social care. Further work to improve the uptake of assessments is necessary, but there is strong evidence of carer's involvement in the assessment of the person they care for. The service, together with the carers' champion supports regular carers' forums, holds coffee mornings and engagement events. The number of carers known to the carers' service has increased considerably with particular success in encouraging hard to reach groups to use the service.

An area of development is recognised as being with in children's services it is recognized that the level of awareness about the needs of young carers needs to be improved. Both the council and the health board have used staff events to raise awareness. Good partnership working and support is very evident. The depth and breadth of consultation with carers during the creation the strategy and its implementation is worthy of note.

An area of significant development has been the work with GP's. Funding has been made available in order to support practice managers, to receive training and awareness raising about the needs of carers. To date over 50 referrals have been received from GP's, with 14 of the 23 GP practices having completed their carers' action plan. The councils contract with the carers' service is renewed on an annual basis which is felt to have a significant impact on funding applications and staff recruitment and retention. The importance of training across all sectors is recognised. An excellent e – learning package has been adopted, and this will form part of all staff induction. Student social workers take part in carers' assessment training and focus on wider signposting to capture a range of needs not just those pertaining to health and social care.

Children

The council has developed good systems for gathering and sharing information in respect of their most vulnerable and complex children and young people. This is demonstrated through information sharing between children's services, the youth offending team and the education directorate in the development of the vulnerable assessment profile.

The percentage of child protection reviews carried out within statutory timescales has increased from 87.2% in 2012-13 to 97.5% in 2013-14.

The council has invested in training for all social workers in assessment, safeguarding, care planning and analysis with comprehensive policies and procedures being introduced. A practice improvement group has been introduced to influence the strategic direction of the service. The council has also introduced a quality assessment framework where the conference and reviewing service have a significant role in monitoring the care plans.

The looked after children inspection found that the corporate parenting panel did not provide sufficient challenge to ensure that the best outcomes are achieved for looked after children and care leavers, including the most vulnerable and challenging.

Areas of progress

- Evidence of risk assessment and the effective introduction of a risk analysis tool throughout the adult safeguarding process.
- The promotion of the role and recognition of carers across the council.
- Partnership working with education and children's safeguarding.

Areas for improvement

- The closure of safeguarding investigations, ensuring that all agencies complete their actions within the agreed timescales.
- Increasing the awareness of deprivation of liberty safeguards under the Mental Capacity Act 2005 within the provider sector.
- The recording of the offering of carers' assessments and recording what is delivered.
- The raising of awareness within children's services of the role of young carers and the service offered by the carers' service;
- To consider the impact of the current funding arrangements for the carers' service.

Capacity

Delivering Social Services

Adults

The council's modernisation of adult services was further enhanced by a programme of consultations, launched at the beginning of 2014, in order to more effectively align the ongoing transformation of adult social care with the forthcoming implementation of the Social Services and Wellbeing (Wales) Act. The policy *Connecting People and Communities* was approved unanimously by the council in December 2013. This modernisation programme, together with the council's commitment to the Western Bay health and social care partnership; its integrating community services programme; and its transforming adult social care programme; are both ambitious and challenging. The commitment, knowledge, and skills of both staff and members will be essential for its delivery.

The council has in place a range of methods to receive feedback regarding its own services, which include quality assurance groups which involve carers, service user councils and groups facilitated by advocacy services. The council's registered services are subject to inspection by CSSIW. The council responds positively and in a timely way to any recommendations made.

Good progress has been made in the implementation of all parts of the Mental Health (Wales) Measure 2010. Integrated working has been successful. Increased awareness raising, especially with GP practices, has resulted in a significant increase in referrals from that sector. Mental Health services, whilst benefiting from a committed and integrated workforce are facing a number of challenges. The incompatible ICT systems, the meeting of the target for assessment, an overall increase in referrals and a perceived dip in the quality of care and treatment plans is causing concern. However, the Measure is felt to have driven a change in culture within mental health services, with work being more outcomes focused, and more meaningful to users. This was supported by a recent service user satisfaction survey which highlighted the quality of relationships between users and social workers. It is felt that the Measure has brought more 'power' to the service and raised its profile. The work across western bay has ensured better and more consistent overall governance over the region's response to the Measure and the integrated working with health, which is again felt to be very positive.

Adult social care is able to monitor, and develop good practice across its delivery and thereby provide a responsive and timely service to vulnerable people. This is achieved by a system of case file audit, the regular review of the quality of care plans, and the utilisation of safeguarding concerns, complaints and compliments. A quality assurance panel oversees the quality assurance framework.

The council is making good progress in developing and preparing for the funding of the COASTAL projects when this initiative comes to an end in 2014. The

identification of 'naturally occurring support' within communities, the need to make progress with transport and ICT training for users are recognised as priorities in order to prepare people for these changes. The work on providing and establishing employment support for people is well advanced and staff are clearly motivated and committed to the success of future models. Currently the council is supporting over a hundred people in employment placements.

Children

The director of social services reports a "major accomplishment" in having stabilised the workforce for the past 6 months; with just over 2.7 full-time equivalent vacancies and only two long term sickness absences at the end of March 2014. Dedicated HR resource continues to provide crucial support in implementing the workforce strategy in children's services. The council reports that all new staff under go an induction appropriate to their role, and that documents to record this are now available online.

Individual learning and bespoke training programmes are being developed for staff. The council is aware that the pace of implementation needs to be increased and that all staff should be able to evidence completion of both the mandatory training and their individual learning programmes. The training needs of the conference and reviewing service have been identified as a priority because of the reconfiguration of tasks and duties amongst staff in that team and the need to raise the quality of performance. It is important that the authority evaluate how the training initiatives are making a difference to the quality of care management, including child protection.

Timeliness of supervision has improved greatly in the past 12 months, consistency and quality across children's services still needs to be achieved. The roles and responsibilities of deputy team managers and consultant social workers, particularly in relation to supervision of staff, are under review.

Areas of progress

- Planning and development of service models after COASTAL.
- Implementation of the Mental Health (Wales) Measure 2010.

Areas for improvement

- The council, with its health partner, will need to consider the challenges facing its mental health service following the implementation of the Mental Health (Wales) Measure 2010.
- The consistency and quality of supervision in children's services;
- To evaluate the effectiveness of staff training on work practice.

Providing direction

The council recognises that social services have embarked on an ambitious and challenging programme of transformation on a number of fronts, and is making sound progress. This is against a background of legislative change being brought about by the Social Services and Wellbeing (Wales) Act 2014 and the financial challenges facing all councils this year. The support and commitment of members, senior officers and staff in achieving this transformation of services will be key to achieving success. The evidence from the work carried out by CSSIW through its inspection activity, site visits, regulatory inspection work and engagement with staff, all suggest that the necessary support and commitment to respond to future challenges is in place.

The post of director of social services remains as a fixed term appointment, to be reviewed in 2016. The continued stability and strong leadership within adult social care has ensured significant progress in the transformation programme, the integration of services with health and the collaborative working within Western Bay.

The director has confirmed the continuing corporate support for the improvement of children's services and elected Members remain committed to improving outcomes for children and young people. The council has continued to provide support for the budget in children's services. The council continues to implement the strategic improvement plan for children's services which was developed following CSSIW invoking the serious concerns protocol in 2012.

The council has made good progress in stabilising the workforce and significantly improving timeliness of children's services core business. There will need to be a continued focus on sustaining this progress. The authority should not lose sight of the need to evaluate the extent to which its actions are resulting in improved practice and better outcomes for children, young people and their families.

Areas of progress

- The support and commitment of members, senior officers and staff in achieving the transformation of adult services.
- The continued stability and strong leadership within adult social care.
- The stabilisation of the workforce and the improving timeliness of children's service's core business.

Areas for improvement

- To continue to develop the strong corporate and political support to drive modernisation and to respond effectively to the requirements of the new Social Services and Wellbeing (Wales) Act 2014.

SOCIAL CARE HEALTH AND HOUSING SCRUTINY

REPORT OF THE HEAD OF COMMUNITY CARE AND HOUSING SERVICES AND THE HEAD OF BUSINESS STRATEGY AND PUBLIC PROTECTION

12TH NOVEMBER 2014

SECTION C – MATTERS MONITORING

WARDS AFFECTED: ALL

ITEM 1

BUDGET MONITORING REPORT 2014/15

1 Purpose of Report

- 1.1 This report is presented following a request by the Chair of the Committee for information to be presented to the Committee following Cabinet Scrutiny's consideration on 12th November 2014
- 1.2 The appended report is the Quarter Two Budget Monitoring Report 2014/2015.
- 1.3 Members should note that they should only consider the information on the items included that are under the purview of the Social Care Health and Housing Scrutiny Committee.

2. Recommendations

It is recommended that:

- The Social Care Health and Housing Scrutiny Committee consider the information contained with the appended Report.

Appendices

Revenue Budget Monitoring Report 2014/2015 from Cabinet on 12th November 2014.

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CABINET

REPORT OF THE CORPORATE DIRECTORS' GROUP

12TH NOVEMBER 2014

SECTION A – MATTERS FOR DECISION

WARDS AFFECTED: ALL

ITEM 1

BUDGET MONITORING REPORT 2014/15

1 Purpose of Report

- 1.1 This is a monitoring report which provides details for Cabinet to scrutinise and review the overall Authority budget position.
- 1.2 The report provides details of significant variances from the current budget position, together with an explanation of the action being taken to manage these variances.
- 1.3 It provides details of any additional grants awarded since the budget was set.
- 1.4 It provides details of proposed budget virements, and details of any change in the planned utilization of reserves.
- 1.5 Finally it provides an update on the implementation of the Forward Financial Plan.
- 1.6 Members are invited to request further detailed reports relating to the issues raised for consideration by the relevant scrutiny board.

2 Current Financial Year

- 2.1 The Council's resources are limited and it is essential that each Service is delivered within the allocated cash limit; otherwise undue pressure is transferred to other areas of the Authority's finances.
- 2.2 The Council is reliant upon service delivery being maintained within the current budget and the existing Forward Financial Plan savings being

achieved. It is essential that these savings are made as further reductions in funding are anticipated in the future.

- 2.3 At this stage in the budget monitoring process, it is anticipated that expenditure can be contained within the cash limit but there are significant pieces of work being carried out to identify alternative savings especially in Education, Leisure and Lifelong Learning.
- 2.4 The following paragraphs provide details of variances from the agreed budget for 2014/15, together with an explanation of the ways in which these variances will be managed.

Policy and Resources Board

There is an additional pressure arising within the Coroners Service due to a backlog of work, and the estimated cost of this is £12,000 for Neath Port Talbot, from within the joint service with the City and County of Swansea.

There are also additional estimated costs of £23,000 to be incurred in Council Tax due to the Single Person Discount Review and the pursuit of historical Council Tax arrears.

These pressures will be absorbed within the overall Corporate Services cash limit.

The following areas are currently underspending and an equivalent contribution to Reserves is proposed.

There is an anticipated underspend of £50,000 in the Change Management and Innovation Unit budget due to additional income, staff and other cost savings.

There is an anticipated underspend of £30,000 in the HR Corporate Training Management Development programme.

A one-off refund of £58,800 has been received from Wales Audit Office which will be transferred to reserves.

Members should note that savings of £112,000 from across the Council (excluding schools and grant funded services) have been generated as a result of the strike on 10th July. It is proposed that this saving will be transferred into the General Reserve.

It is currently predicted that the Council Tax Support Scheme Budget will be underspent by £300,000 and this will be used to balance the overall budget.

Children, Young People and Education Board

Home to School Transport £502,000

The pressure in this service has previously been reported and has arisen as a result of an increasing demand for the service. This is a volatile area especially within the special education needs budget where more specialised and individual transport is required. Impacts from changing the Home to School Transport Policy in April 2013 came into effect from September 2014 (as included as savings under ELLL502). Work is ongoing to try and fund this pressure within the existing budget guideline.

Out of County Placements £370,000

As previously reported, this is a volatile budget which attracts high costs. Within this financial year to date there has been one additional place at an independent school at the cost of £41,000 per annum and various movements within out of county schools resulting in increased costs. Work is ongoing to try and fund this pressure within the existing budget guideline. (see virements under section 3.3).

ENGAGE £112,000

This project was previously funded through Convergence ESF and provides alternative education to some of the most challenging pupils within the County Borough. On cessation of ESF funding a scaled down model was continued, subsidised by the Directorate. The gross cost of the service is currently projected to be £300,000, with income due from schools of £97,000, providing a net cost of £203,000, while the budget is only £91,000. Discussions are ongoing with schools to identify how the model can be delivered at no cost to the local authority. A management of change process has been instigated to reduce delivery costs.

Afan Nedd Franchise £138,000

This pressure has arisen due to a reduction in grant funding received by Neath Port Talbot College and made available to the Council. The ELLL Directorate are currently looking at alternative methods of delivery for Adult Education. Work is ongoing to try and fund this pressure from within the existing budget guideline.

Maes Y Coed Special School £52,000

This pressure has been reported previously due to unplanned places at the school. This pressure will be funded within the existing ELLL budget.

Education outside of school settings £160,000

There has been an increase in the number of children for the 2014/15 academic year. The service is currently looking at a mechanism to maintain the quality of service delivered whilst also achieving budget savings, this will form part of the Inclusion Review.

Various savings are included in the virement section of the report (par 3.3) which partly offset the pressures/overspends identified above.

Further work is being undertaken within the Directorate to identify additional savings to offset the remaining pressures.

Childcare Legal Fees

The current budget of £556,970 is not sufficient to meet the demands on the service. Based on costs incurred to date the budget is projected to overspend by £150,000. This will be offset by savings made in other areas of Children's Services, and divisional expenditure will be contained within the cash limit.

Economic & Community Regeneration Board

Community Centres £50,000

ESF funding was available for the setup of Croeserw community centre. That funding will cease part way through this financial year leaving the ELLL directorate with associated costs to absorb. It is critical that services within the communities of Croeserw and Cymmer, together with the wider Afan Valley, make use of the new Community Centre. Funding to offset this pressure is included in the virement section of the report (par 3.3).

NPT Works £127,000

As part of the budget setting process this service was set an extremely challenging income target. It is currently under achieving in terms of the income target however work is being carried out to address this. Every effort will be made to absorb this pressure within the existing budget guideline.

Print and Graphics Unit £80,000

As previously reported, following the loss of a contract with NPT Homes, the Unit is forecast to make a significant deficit during 2014/15.

This deficit can be partially, but not entirely offset by savings elsewhere within the Environment Directorate.

Environment and Highways Board

Food Waste Disposal Costs £60,000

As previously reported, the food waste disposal costs will be approximately £60,000 over budget due to the withdrawal of the contractor from the Food Waste Hub.

Trade Waste Income Reduction £107,000

The service has been reviewed in line with changes made to the domestic collection service i.e. fortnightly collections. As a consequence, there has been a significant decrease in income.

Briton Ferry Civic Amenity Site £67,000

During the summer months there has been an 11% increase in waste taken to the site. If this trend continues for the remainder of the year, there will be a significant budget overspend.

The three pressures above can all be partially, but not entirely offset by savings elsewhere within the Environment Directorate.

Waste Collection Budget £150,000

The service is currently experiencing significant changes due to the drive to improve recycling performance. This has resulted in increased costs, which have been partially funded out of savings elsewhere in the trading accounts. The balance of £150,000 will be funded via a budget virement from the budget available to fund the lighting renewals programme.

Social Care, Health and Housing Board

Introduction of payment for day services (SSHH533)

Following the approval to introduce charges for day services earlier in this financial year, assessments in relation to service user contributions are ongoing. It is anticipated that the Council will be £144,000 short of the £200,000 income target from this policy.

Deprivation of Liberty Safeguards (DOLS)

The safeguards focus on some of the most vulnerable people in society; those who for their own safety and in their best interests need to be accommodated under care and/or treatment regimes that may have the effect of depriving them of their liberty, but who lack the capacity to consent. The DOLS were created to ensure that any decision to deprive

someone of their liberty is made following defined processes and in consultation with specified authorities.

Based on statistical forecast and current rate of referrals since 'Cheshire West' judgment it is likely that 400 DOLS applications for standard Authorisations per year would be made to NPT CBC Supervisory Body in respect of NPT commissioned Care Home placements (more than 100% increase).

Current resources are insufficient to meet the number of assessments required. £124,000 has been transferred from savings made elsewhere in community services.

External domiciliary care

Since the budget was set there has been a considerable rise in the demand for the service. Both the number of service users and average hours per user has risen resulting in a 17.4% increase in the number of hours provided each week. The estimated overspend of £632,000 is partially offset by savings made in internal Homecare.

It is anticipated that the total pressures identified above can be offset by savings elsewhere within the community Services division – from vacancy management, savings from the learning disability placements, and other care arrangements. It is projected that these savings will exceed the above pressures by at least £350,000.

- 2.5 The following paragraphs provide details of any additional grants that have been awarded since the Quarter 1 report:

Policy and Resources Board

ICT

£321,555 has been awarded by Welsh Government for the second and final year instalment of the Learning in Digital Wales grant to help deliver equal access to broadband connectivity for all schools in Wales.

Children, Young People and Education Board

Autistic Spectrum Disorder

The Council has been allocated £40,000 towards the cost of establishing an ASD infrastructure in NPT. The grant will be transferred into the RSG for 2015-16.

Social Care, Health and Housing Board

Homelessness Prevention Grant

There has been a notification of an increased allocation of £16,000 for the Homelessness Prevention Grant since the original budget was set.

3 Budget Movements

3.1 The Council's Constitution requires the prior approval of the Council for any virement with a value greater than £500,000 of the net service budget. Other virements that do not involve a significant variation in the level or nature of the delivery of the service agreed by Council in the Revenue Budget can be approved as follows:

- Corporate Directors can approve virements up to a limit of £100,000, Virements to this level that impact on the budget guideline of another Corporate Director may be implemented only after agreement with the relevant Corporate Director and the Director of Finance and Corporate Services.
- Cabinet can approve virements within a budget guideline between £100,000 and £500,000.

3.2 The following virements are required between Directorates

Environment and Highways Board/Social Care, Health and Housing Board

A virement of £6,500 is requested to be transferred from the Social Services and Housing Directorate to Environment Directorate in respect of the transport service to Pen-y-cae Day service.

3.3 The following virements are required between services within Directorates

Policy and Resources Board

ICT / Corporate Contact Centre / Technical Accountancy

As a result of centralising the telephone recharging process within ICT there is a virement of £60,000 expenditure required to be transferred to ICT from the Corporate Contact Centre and a virement of £62,400 income required to be transferred to ICT from Technical Accountancy and the Corporate Contact Centre.

Children, Young People and Education Board

The following virements are requested within the ELLL budget to help offset the budget pressures identified above

- £80k from the contingency budget
- £15k from cleaning
- £49k from school meals

- £6k from SWAMWAC
- £5K from hospital tuition
- £55k from Cymorth
- £40k from behaviour support
- £24k from empty properties
- £60k from Bryncoch PRU
- £109k from management and support
- £370k to Out of county placements
- £73k to ENGAGE

Economic & Community Regeneration Board

The following virements are requested within the ELLL budget to help offset the budget pressures identified above

- £5k from contributions to outside bodies
- £20k from community safety
- £61k from valleys strategy
- £75k to community centres
- £6k to Youth ENGAGE
- £5k to Out of county placements

Environment and Highways Board

The following virements are required to reflect changes in officer responsibilities:

- £31k from drainage day to day
- £12k from street naming
- £29k from child pedestrian officer
- £43k to network maintenance
- £29k to road safety

The following virements are required to address identified budget pressures

- £20k from land drainage
- £13k from drainage day to day
- £4k neighbourhood management
- £150k from public lighting renewals
- £19k from refuse disposal`
- £0.4k from Crynant business park
- £5k from Industrial estates
- £37k to drainage services
- £150k to refuse collection
- £19k to Briton ferry civic amenity site
- £5k to industrial workshops

Social Care, Health and Housing Board

The following virements are required to correctly attribute day service income targets to the individual services where income is generated.

- £56k to Learning Day Centres General
- £38k from Internal Elderly day care centres
- £1k from External Elderly day care
- £5k from Home Support Teams
- £11k from Local day services

The following virement is required to reflect the amalgamation of kitchen services

- £3k from Morfa Afan day care
- £3k to Bryn Amlwg special needs service

The following virement is required to correctly attribute savings targets.

- £8k to LD special Needs General costs
- £8k from Upper Afan Valley Day service

The following virements are required to transfer community care's vacancy factor to services which have achieved staff savings

- £209k to community Care Management General
- £134k from Elderly Social Worker teams
- £5k from Physical disability SW team
- £40k from community support team
- £30k from Mental Health Social worker team

3.4 The following specific reserve movements are proposed

Policy & Resources Board

Corporate Equalisation Reserve

There is an anticipated underspend in the Accountancy Financial Services budget and it is proposed to transfer £32,000 to the Corporate Equalisation Reserve in order to achieve the budget savings targets in 2015/16.

Building Capacity Reserve

The anticipated underspend of £50,000 in the Change Management and Innovation Unit budget is proposed to be transferred to the Building Capacity Reserve as it is needed in order to support the budget strategy in the next few years.

Corporate Equalisation Reserve

The anticipated underspend of £30,000 in the Corporate Training Management Development programme is proposed to be transferred to the Corporate Equalisation Reserve to assist with anticipated pressures next year.

Transformation Reserve

A contribution from the Transformation Reserve of £70,000 is required to fund further staffing support for the Efficiency Board and Sickness Taskforce Projects.

Insurance Claims Reserve

The original budget assumed that £5.2m would be required from the reserve during 2014/15, however £1.4m was utilised during 2013/14, and therefore the usage in 2014/15 can therefore be reduced accordingly.

Treasury Management Reserve

It is proposed that £300k savings identified through capital financing are transferred to the treasury management reserve.

Review of Corporate Reserves

A review of corporate reserves has been undertaken in order to rationalise the number of reserves and identify funding to meet the anticipated costs of ERVR, required to deliver budget savings over the next three years. The following proposals have arisen from the review

- £632k from Civic Building Maintenance to Civic Accommodation Reserve
- £176k from Legal Equalization to Corporate Equalization Reserve
- £48k from Energy Spend to Save to Civic Accommodation Reserve
- £100k from Fleet Sentinel Reserve to Vehicle Tracking Reserve
- £300k from Corporate Equalization Reserve to ERVR Reserve
- £250k from Hillside Reserve to ERVR Reserve
- £2.5m from Civic Accommodation Reserve to ERVR Reserve
- £1m from the Insurance Claims Reserve to ERVR Reserve
- £700k from Treasury Management Reserve to ERVR Reserve

Children, Young People & Education Board

Primary ERVR Reserve

An additional £20,641 is required from the LLAN VR fund to part fund in year redundancy costs

Management of change

An additional £229,000 is required from the management of change fund to fund in year redundancy costs of school based staff.

Education Equalisation Reserve

An additional £135,000 is required from the ELLL equalisation account to help fund in year pressures

Economic & Community Regeneration Board

Accommodation Strategy Reserve £48,000

It is planned to invest in solar panels onto the roof of Neath Civic Centre in order to generate future revenue. This will be funded out of this reserve.

Environment and Highways Board

Waste Reserve £177,000

During the closure of the 2013/14 accounts it was noted that £177,000 of expenditure planned against this reserve on equipment had been delayed. This expenditure has been incurred post year end and needs to be funded out of the reserve.

Transport Planning Reserve £40,000

This funding was obtained by SWWITCH and is to be redistributed to partners during 2014/15.

Fleet Sentinel Reserve £100,000

The proposed transfer of £100,000 from this reserve in 2014/15 is no longer required.

Social Care, Health and Housing Board

Residential Care Rent Reserve

Following the opening of Trem y Mor, the lease due from Gwalia re Morfa afan and Min yr afan is no longer payable – the planned contribution to the reserve is therefore reduced by £63,490.

ER/VR Reserve

A transfer of £220,633 is required from the ERVR reserve to meet the costs of ERVR incurred to date within community care services.

Community Care Transformation Reserve

A request is made to transfer £350,000 of the Community Care underspend into a transformation reserve to fund capacity for change. The reserve will be utilised to fund the additional support required to achieve £6.2m savings over the next 2 years.

- 3.5 The following General Reserve movements are proposed this quarter.

Policy & Resources Board

An amount of £58,800 has been received from Wales Audit Office as a result of their redistribution of reserves to Councils and it is proposed to transfer this one-off amount to the General Reserve.

A VAT refund £41,000 is anticipated from HMRC in respect of the Trade Waste Service, which it is proposed will be transferred to the General reserve.

It is proposed that the savings arising from strike deductions £111,923 are transferred to the General Reserve.

Children, Young People & Education Board

£72,075 is no longer required from the general reserve for transport consultant costs.

- 3.6 The current cash limits are included in Appendix 1, with the position for all specific reserves shown in Appendix 2 and the General Reserve in Appendix 3.

4 Forward Financial Plan Monitoring 2015/16 to 2017/18

- 4.1 The Council's Forward Financial Plan saving strategies are outlined in Appendix 4. Board are asked to review the overall Authority position.

- 4.2 Each Head of Service has reviewed their items and identified the current status, choosing from the options of:

- Green = achieved / on target-no significant risks
- Amber = significant risks
- Red = failed or unlikely to be achieved

- 4.3 Any pressures arising from changes in the pressures/savings plans identified in the Forward Financial Plan in respect of 2014/15 are incorporated in the variances reported in section 1 of this report.
- 4.4 The outcome of the work being done to update the Forward Financial Plan is being separately reported to members.
- 4.5 The following significant risks in relation to the current approved Forward Financial Plan, whether due to increased cost pressures or to delivering on the savings plans from 2015 onwards, are highlighted for members' consideration. Work will continue to assess the further implications and alternative strategies required to achieve balanced budgets in future financial years.

Policy & Resources Board

No significant risks have been identified to date.

Children, Young People & Education Board

ELLL505 Phased reduction of community interaction grant £60k

The whole grant was cut in 2014/15 to achieve a balanced budget instead of over a 2 year period. This will be funded by the existing ELLL budget.

Economic & Community Regeneration Board

There are no issues identified for 2014/15. The items highlighted in amber and red are currently being reviewed and an update will be reported once the review is concluded

Environment and Highways Board

There are no issues identified for 2014/15. The items highlighted in amber and red are currently being reviewed and an update will be reported once the review is concluded

Social Care Health & Housing

No significant risks have been identified to date.

5. Members Scrutiny

Scrutiny Members are invited to request further reports on selected items from within this report for consideration at the individual Scrutiny Committee.

6. Recommendations

It is recommended that:

- the budget monitoring information is scrutinised and management arrangements put in place to minimise overspends and the adverse impact on reserves.
- the reserve movements and budget virements as set out in this report are approved by Cabinet save for those exceeding £500,000 as set out below which will be commended to Council for approval

Reserve Movements commended to Council for Approval

- the 2014/15 original budget assumed that £5.2m would be transferred from the Insurance claims reserve, however £1.4m was drawn down earlier than anticipated, during 2013/14, and therefore the transfer in 2014/15 can be reduced accordingly.
- Approval is sought for the following proposals arising from the review which exceed each £500,000.

£632,000 from Civic Building Maintenance to Civic Accommodation Reserve

£2.5m from Civic Accommodation reserve to ERVR Reserve

£1m from Insurance Claims Reserve to ERVR Reserve

£700,000 from Treasury Management Reserve to ERVR Reserve

Appendices

Appendix 1 – Revenue Budget Summary 2014/15

Appendix 2 – Schedule of Specific Reserves

Appendix 3 – Schedule of General Reserve

Appendix 4 – Forward Financial Plan

Background Papers

Budget working papers 2014/15

Officer Contact

For further information on this report item, please contact:

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REVENUE BUDGET SUMMARY 2014/15

	2014/15 Original Budget £000	2014/15 Revised Budget £000
Directly Controlled Expenditure		
Education, Leisure and Lifelong Learning	103,278	102,871
Social Services, Health and Housing	79,785	80,177
Environment	30,632	30,307
Corporate Services	17,676	18,016
Total Directly Controlled Expenditure	231,371	231,371
Other Expenditure		
Levies		
Swansea Port Health Authority	50	50
Fire Authority	6,678	6,678
Margam Crematorium	2	2
Contributions		
Archive Service	94	94
Magistrates Court	19	19
Other Expenditure		
Capital Financing (net of Interest Receipts)	16,436	16,436
Housing Benefits	-85	-85
Council Tax support (100%)	17,002	17,002
Contingency-Management of Change	712	712
Use of Job Evaluation Reserve	-599	-599
Contributions/Reserves		
Contribution to General Reserve	135	135
Contribution from general Reserve	-454	-454
Contribution from Fire Authority Reserve	-21	-21
NET REVENUE EXPENDITURE	271,340	271,340
Use of Grant		
Improvement Agreement Grant	-1,461	-1,461
BUDGET REQUIREMENT	269,879	269,879
INCOME		
Revenue Support Grant	165,375	165,375
National Non Domestic Rates	44,394	44,394
Discretionary Rate Relief	-155	-155
Council Tax - Neath Port Talbot	60,265	60,265
TOTAL INCOME	269,879	269,879

SCHEDULE OF SPECIFIC RESERVES

Revenue Reserves - Budget Monitoring 2014/15

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
EDUCATION, LEISURE & LIFELONG LEARNING							
<i>Delegated Schools Cash Reserves</i>							
Primary Schools Reserve A/C	Cr 1,949	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 1,949
Secondary Schools Reserve A/C	Cr 838	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 838
Special Schools Reserve A/c	Cr 185	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 185
ERVR New Deal Primary	Cr 41	Ov 0	Ov 6	Ov 0	Ov 0	Ov 21	Cr 14
Repair and Maintenance Reserve	Cr 161	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 161
	Cr 3,174	Ov 0	Ov 6	Ov 0	Ov 0	Ov 21	Cr 3,147
<i>Education, Leisure and Lifelong Learning</i>							
School Improvement Reserve	Cr 147	Ov 0	Ov 100	Ov 0	Ov 0	Ov 0	Cr 47
Leisure Regeneration	Cr 2,152	Ov 0	Ov 400	Ov 0	Ov 0	Ov 0	Cr 1,752
Equalisation Account-Education	Cr 211	Ov 0	Ov 75	Ov 0	Ov 0	Ov 135	Cr 1
Youth Offending Team -equalization	Cr 95	Ov 0	Ov 8	Ov 87	Ov 0	Ov 0	Ov 0
	Cr 2,605	Ov 0	Ov 583	Ov 87	Ov 0	Ov 135	Cr 1,799
Total Education Leisure & Lifelong Learning	Cr 5,778	Ov 0	Ov 589	Ov 87	Ov 0	Ov 156	Cr 4,946

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
SOCIAL SERVICES, HEALTH & HOUSING							
<i>Hillside Secure Unit</i>							
Hillside General Reserve	Cr 2,113	Cr 158	Ov 56	Ov 0	Ov 0	Ov 250	Cr 1,966
	Cr 2,113	Cr 158	Ov 56	Ov 0	Ov 0	Ov 250	Cr 1,966
<i>Other</i>							
Homecare ECM equipment reserve	Cr 19	Ov 0	Cr 19	Ov 0	Ov 0	Ov 0	Cr 39
Social Services Equalisation	Cr 23	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 23
Residential care - rent provision	Cr 543	Ov 0	Cr 272	Ov 0	Ov 0	Ov 63	Cr 752
Youth Offending Team -equalization	Ov 0	Ov 0	Ov 0	Cr 87	Ov 0	Ov 0	Cr 87
Community Care transformation reserve	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 350	Cr 350
	Cr 586	Ov 0	Cr 291	Cr 87	Ov 0	Cr 287	Cr 1,250
Total Social Services, Health and Housing	Cr 2,699	Cr 158	Cr 235	Cr 87	Ov 0	Cr 37	Cr 3,216

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
ENVIRONMENT							
<i>Directorate</i>							
Concessionary fare - bus pass replacement reserve	Cr 112	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 112
Transport Planning and Parking Reserve	Cr 40	Ov 0	Ov 0	Ov 0	Ov 0	Ov 40	Ov 0
Workways Reserve/future jobs fund	Cr 140	Ov 0	Ov 110	Ov 0	Ov 0	Ov 0	Cr 30
Local Development Plan	Cr 343	Ov 0	Ov 281	Ov 0	Ov 0	Ov 0	Cr 62
Economic development	Ov 0	Cr 200	Ov 200	Ov 0	Ov 0	Ov 0	Ov 0
Winter Maintenance Reserve	Cr 322	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 322
Building Maintenance Reserve	Cr 50	Ov 0	Ov 25	Ov 0	Ov 0	Ov 0	Cr 25
European Fund	Cr 2	Ov 0	Ov 2	Ov 0	Ov 0	Ov 0	Ov 0
Environment equalization reserve	Cr 154	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 154
Environment Legacy Reserve (swtra)	Cr 60	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 60
Civic Buildings Future Maintenance	Cr 572	Cr 100	Ov 40	Ov 0	Ov 0	Ov 632	Ov 0
	Cr 1,795	Cr 300	Ov 658	Ov 0	Ov 0	Ov 672	Cr 764

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<i>Operating Accounts</i>							
Operating Account -Equalisation	Cr 118	Ov 0	Ov 56	Ov 0	Ov 0	Ov 0	Cr 62
Fleet Sentinel Maintenance Reserve	Cr 100	Ov 0	Ov 100	Ov 0	Ov 0	Ov 0	Ov 0
Vehicle Tracking	Cr 18	Ov 0	Ov 15	Ov 0	Ov 0	Cr 100	Cr 103
Operating Accounts -Vehicle Renewals	Cr 1,597	Cr 1,067	Ov 1,858	Ov 0	Ov 0	Ov 0	Cr 806
	Cr 1,834	Cr 1,067	Ov 2,029	Ov 0	Ov 0	Cr 100	Cr 972
Total Environment	Cr 3,628	Cr 1,367	Ov 2,687	Ov 0	Ov 0	Ov 572	Cr 1,736

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
FINANCE /CHIEF EXEC							
Elections Equalisation Fund	Cr 95	Cr 15	Ov 0	Ov 0	Ov 0	Ov 0	Cr 110
Job Evaluation Reserve-New pay and grading	Cr 600	Ov 0	Ov 600	Ov 0	Ov 0	Ov 0	Ov 0
Health & Safety/Occupational Health	Cr 32	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 32
Legal Equalisation Account	Cr 202	Ov 0	Ov 26	Ov 0	Ov 0	Ov 176	Ov 0
Development Fund for Modernisation	Cr 51	Cr 5	Ov 0	Ov 0	Ov 0	Ov 0	Cr 56
Transformation/ Management Capacity, Development, Advisors etc.	Cr 342	Ov 0	Ov 85	Ov 132	Ov 0	Ov 70	Cr 55
IT Renewals Fund	Cr 1,911	Cr 127	Ov 445	Ov 0	Ov 0	Ov 0	Cr 1,593
Corporate equalisation reserve	Cr 591	Ov 0	Ov 34	Ov 0	Ov 0	Ov 62	Cr 495
Building Capacity	Cr 162	Ov 0	Ov 63	Cr 36	Ov 0	Cr 50	Cr 186
Management of Change Reserve	Ov 0	Cr 712	Ov 470	Ov 0	Ov 0	Ov 229	Cr 13
Total Finance /Chief exec	Cr 3,986	Cr 859	Ov 1,723	Ov 95	Ov 0	Ov 487	Cr 2,540

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CORPORATE RESERVES							
Energy spend to save	Cr 29	Cr 19	Ov 0	Ov 0	Ov 0	Ov 48	Ov 0
Insurance-Claims Reserve	Cr 6,185	Ov 0	Ov 5,480	Ov 0	Ov 0	Cr 400	Cr 1,105
Housing warranties	Cr 220	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 220
Fire Authority Reserve	Cr 115	Ov 0	Ov 21	Ov 0	Ov 0	Ov 0	Cr 94
Waste Reserve	Cr 2,059	Ov 0	Ov 100	Ov 492	Ov 0	Ov 177	Cr 1,290
LAWDC Contingency Reserve	Cr 988	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 988
Treasury Management Equalisation Reserve	Cr 2,970	Ov 0	Ov 0	Ov 0	Ov 0	Ov 400	Cr 2,570
ER/VR - transitional reserve	Cr 2,046	Ov 0	Ov 0	Ov 54	Ov 0	Cr 4,529	Cr 6,521
Accommodation Strategy	Cr 4,765	Ov 0	Ov 67	Ov 0	Ov 0	Ov 1,868	Cr 2,830
Total Corporate Reserves	Cr 19,378	Cr 19	Ov 5,668	Ov 546	Ov 0	Cr 2,437	Cr 15,619
TOTAL ALL REVENUE RESERVES	Cr 35,470	Cr 2,403	Ov 10,432	Ov 642	Ov 0	Cr 1,258	Cr 28,057

SCHEDULE OF GENERAL RESERVE

General Reserve

	Original Estimate 2014/15	Revised Estimate 2014/15	Difference 2014/15
Opening balance 1st April	Cr 10,782	Cr 13,713	Cr 2,931
Council Tax increased income	Cr 1,400	Cr 1,400	0
Capital - Phase II Accommodation financing costs	380	380	0
Doubtful Debt Provision	160	160	0
Contributions to the Economic Development Fund	200	200	0
Community Councils Grant scheme	25	25	
HRA Balances	0	0	0
Job Evaluation Legal defence costs and further back pay compensation	400	400	0
Increased Pension Fund contributions	Cr 135	Cr 135	0
Childrens Services - investment model	838	838	0
Elderly residential	721	721	0
Additional ss pressures			0
Transport review - consultancy	72	0	Cr 72
Welsh Audit office refund	0	Cr 59	Cr 59
VAT refund	0	Cr 41	Cr 41
Strike deductions	0	Cr 112	Cr 112
Contribution from /to revenue	513	513	0
Estimated Closing balance 31st March	Cr 9,008	Cr 12,223	Cr 3,215

FORWARD FINANCIAL PLAN

Forward Financial Plan - Saving Strategies

App 3

Ref	Board	Description	Lead	Main Impacts	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000
ELLL501	CYPE	Smarter procurement of IT Broadband provision	A Thomas	All broadband users across the Council.	0.0	0.0	110.0	0.0
ELLL502	CYPE	Home to School/college transport	A Thomas	Review discretionary arrangements and further rationalisation of routes. However some other costs have arisen for 2014/15.	160.0	376.0	135.0	55.0
ELLL503	CYPE	Gwaun Cae Gurwen workshop	A Thomas	Increase the Income to become self financing	10.0	15.0	45.0	0.0
ELLL504	CYPE / ECR	Review All Directorate admin support functions	A Thomas	Review admin support across the whole Directorate linked closely with the Accommodation Strategy	50.0	0.0	0.0	0.0
ELLL505	CYPE	Community Interaction Grant	A Thomas	Phased reduction of Grant	70.0	60.0	0.0	0.0
ELLL506	CYPE	Catering review - implementation of decisions taken by Cabinet.	A Thomas	Savings identified as a direct result of the catering review. Re-organisation of staff hours 15/16. Schools will continue to provide meals in line with the requirements of the Appetite for Life Standard.	106.0	100.0	0.0	0.0
ELLL507	CYPE	Out of County Placements	A Thomas	Changes in Ages Profiles - children reaching the age of 19 and the impact of the provision of additional places at Maes-y-Coed Special School. There are however other cost pressures.	87.0	50.0	0.0	0.0
ELLL508	CYPE	Student Awards	A Thomas	Service to be centralised by Welsh Government	0.0	50.0	0.0	0.0
ELLL509	CYPE	ER / VR	All	ER / VR	587.0	0.0	0.0	0.0
ELLL510	CYPE/ ECR	Various Services	All	Increase Income Target on Selected Budget Headings, £80,000 of savings were achieved during 2013/14	358.0	20.0	0.0	0.0
ELLL511	CYPE/ ECR	Various Services	All	Reduction in a number of core base budgets, e.g Margam Park, Youth Service and Cymorth. Savings of £92,000 were achieved during 2013/14.	156.0	202.0	0.0	0.0

FORWARD FINANCIAL PLAN

ELL512	CYPE/ ECR	Various Services	All	Innovative use of Specific Grant Funding. A number of services are funded by specific grants. It is envisaged that some of these grants will be rolled into the RSG in future years. £18,000 of savings were achieved in 2013/14.	33.0	134.0	0.0	0.0
ELL513	CYPE/ ECR	Various Services	All	Savings due to Vacancy Control / Incremental Drift Savings / Accommodation Review. £64,000 of savings were achieved during 2013/14.	124.0	14.0	0.0	0.0
ELL514	CYPE/ ECR	All Services	All	Efficiencies from Procurement Savings on the following budget headings - adaptations and improvements of school buildings, license fees and subscriptions, music, welsh translation, school based counselling	120.0	100.0	0.0	0.0
ELL515	CYPE/ ECR	All Services	All	Further strategies to be identified	0.0	280.0	0.0	0.0
ELL516	CYPE/ ECR	Workforce strategy savings	All	Implement new grading structure	36.0	82.0	70.0	19.0
ELL517	CYPE	Schools	H Morgan Rees	WG requires Local Authorities to fund schools at 1% above their budget Allocation. For 2014/15 this protection will be supplemented by a share of the increase in Pupil Deprivation Grant.	780.0	780.0	0.0	0.0
ELL518	CYPE	Early Years Development	H Morgan Rees	The Authority has provided additional 'in year' funding to schools for nursery places. This is no longer affordable. It should be noted that the universal funding for nursery schools will continue and schools will be able to prioritise funding from their individual budget share to admit children at the start of term following their third birthday if they so wish.	233.0	132.0	0.0	0.0
ELL519	CYPE	Pupil Achievement Awards	H Morgan Rees	Stop providing the grants to pupils representing the Authority in sporting achievements.	5.0	0.0	0.0	0.0
ELL520	CYPE	Inclusion	H Morgan Rees	Inclusion Review - target savings from review - Total spend per annum £2.8m	0.0	360.0	0.0	0.0

FORWARD FINANCIAL PLAN

ELLL521	CYPE	Bryncoch PRU	H Morgan Rees	Close PRU and re establish as a Learning Support Centre under wider governance model.	117.3	84.0	0.0	0.0
ELLL522	CYPE	Schools	H Morgan Rees	Withdraw current subsidy for grounds maintenance in a minority of schools	100.0	0.0	0.0	0.0
ELLL523	ECR	Review of All Community services	A Evans	All Community services across the County Borough Council will be subject to the review	40.0	40.0	40.0	40.0
ELLL524	ECR	Leisure Services	A Evans	Value for money review	102.0	150.0	150.0	200.0
ELLL525	CYPE	Library Service	A Evans	Savings identified as part of the Library Review - Potential Closure or alternative service delivery re 9 Libraries	240.0	0.0	0.0	0.0
ELLL526	ECR	Tourism	A Evans	Stop Providing the service - Staffing Costs & Marketing Costs. Four posts will be put at risk	170.0	0.0	0.0	0.0
ELLL527	ECR	Tourism	A Evans	Stop Providing the service - Contributions to the National Trust	27.0	0.0	0.0	0.0
ELLL528	ECR	Tourism	A Evans	Stop Providing the service - Afan Forest Park Projects	4.0	0.0	0.0	0.0
ELLL529	ECR	Tourism	A Evans	Stop Providing the service - Neath Valley Projects	4.0	0.0	0.0	0.0
ELLL530	ECR	Tourism	A Evans	Stop Providing the service - Dulias Valley Projects	4.0	0.0	0.0	0.0
ELLL531	ECR	Tourism	A Evans	Stop Providing the service - Port Talbot Urban Projects	4.0	0.0	0.0	0.0
ELLL532	ECR	Tourism	A Evans	Stop Providing the service - Swansea Valley Projects	4.0	0.0	0.0	0.0
ELLL533	ECR	Tourism	A Evans	Stop Providing the service - Upper Amman Valley Projects	4.0	0.0	0.0	0.0
ELLL534	ECR	Tourism	A Evans	Stop Providing the service - Margam Park - Digital Tourism	7.0	0.0	0.0	0.0
ELLL535	ECR	Tourism	A Evans	Stop Providing the service - Friends of Margam Park	1.0	0.0	0.0	0.0
ELLL536	ECR	Tourism	A Evans	Stop Providing the service - Neath Canal Splash	1.0	0.0	0.0	0.0
ELLL537	ECR	Tourism	A Evans	Stop Providing the service - Art Trail Vale to Neath	4.0	0.0	0.0	0.0
ELLL538	ECR	Tourism	A Evans	Stop Providing the service - Brown Signage Match Funding	6.0	0.0	0.0	0.0
ELLL539	ECR	Tourism	A Evans	Stop Providing the service - Research	3.0	0.0	0.0	0.0

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ELLL540	ECR	Tourism	A Evans	Stop Providing the service - City and County of Swansea	25.0	0.0	0.0	0.0
ELLL541	ECR	Tourism	A Evans	Stop Providing the service - Global Tourism Solutions	2.0	0.0	0.0	0.0
ELLL542	ECR	Tourism	A Evans	Stop Providing the service - Reprinting	7.0	0.0	0.0	0.0
ELLL543	ECR	Outdoor Special Events	A Evans	Seek alternative service delivery options, if not the service will cease.	150.0	0.0	0.0	0.0
ELLL544	ECR	Margam Orangery	A Evans	Consider alternative service delivery options.	40.0	25.0	0.0	0.0
ELLL545	CYPE	Youth Offending	A Evans	Savings as a direct result of Regional Collaboration. £40,000 savings were achieved during 2013/14.	100.0	0.0	0.0	0.0
ELLL546	CYPE	Lifelong Learning Central Support	A Evans	Review existing patterns of Service Delivery - increased collaborative working with Neath and Port Talbot College	158.0	50.0	0.0	0.0
ELLL547	ECR	Arts Theatres	A Evans	Reduce base budget	80.0	0.0	0.0	0.0
ELLL548	CYPE/ ECR	Voluntary Organisations Review	A Evans	Reduce contributions	135.0	0.0	0.0	0.0
SSH501	CYPE	Fostering Spend to Save	A Jarrett	WG repayment ceases 13/14	129.0	0.0	0.0	0.0
SSH502	CYPE	Family Support Services Review	A Jarrett	Transformation funding repayments ceases 13/14	15.0	0.0	0.0	0.0
SSH503	CYPE	Systems Review	A Jarrett	WG repayment cease 13/14	111.0	0.0	0.0	0.0
SSH504	CYPE	Children's Services	A Jarrett	Remove budget included as additional pressure for children's services	500.0	100.0	0.0	0.0
SSH505	SCHH	ABMU - Facing the Challenge	A Jarrett	Withdraw funding	57.0	0.0	0.0	0.0
SSH506	CYPE	Children's Services	A Jarrett	Placement Budget- Reduction of LAC, over and above savings in the investment model	261.0	0.0	0.0	0.0
SSH507	CYPE	Children's services	A Jarrett	External legal costs	50.0	0.0	0.0	0.0
SSH508	SCHH/ CYPE	Business Strategy & Public Protection	A Thomas	Restructure of support services & performance management	128.0	0.0	0.0	0.0
SSH509	SCHH	Business Strategy & Public Protection	A Thomas	Reduction of non statutory services within Environmental Health and introduction of income for pest control	121.0	0.0	0.0	0.0

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SSHH510	SCHH	Business Strategy & Public Protection	A Thomas	Deletion of vacant post and other cost savings within Welfare Rights	70.0	0.0	0.0	0.0
SSHH511	SCHH/ CYPE	Business Strategy & Public Protection	A Thomas	Savings following Introduction of foundation apprentice scheme (reliant on ER/VR)	154.0	78.0	0.0	0.0
SSHH512	SCHH	SSHH	All	Review of mobile phones e.g cost awareness 10% savings	12.0	0.0	0.0	0.0
SSHH513	SCHH/ CYPE	Voluntary Orgs Review	All	Reduce contributions	155.0	0.0	0.0	0.0
SSHH514	SCHH/ CYPE	Workforce Strategy Savings	All	Implement new grading structure	59.0	148.0	140.0	66.0
SSHH515	SSHH	Reconfiguration staff structures day support workers	C Marchant	Reduce base budget	65.0	0.0	0.0	0.0
SSHH516	SSHH	Homecare - Review of savings opportunities	C Marchant	Reduce base budget	88.0	88.0	88.0	88.0
SSHH517	SCHH	Community Care Older Persons	C Marchant	Cessation of some day services, reduction of operating days and review of day service opportunities for Older People, in line with the TASC project.	0.0	111.0	0.0	0.0
SSHH518	SCHH	Community Care Older Persons	C Marchant	Provide Community meals only to those service users meeting current eligibility criteria	0.0	50.0	50.0	0.0
SSHH519	SCHH	Community Care Older Persons	C Marchant	Residential Care - reduction in demand for care home placements	0.0	0.0	400.0	0.0
SSHH520	SCHH	Community Care - Physical & Sensory Support	C Marchant	Reduction of management staff following ER/VR	83.0	0.0	0.0	0.0
SSHH521	SCHH	Community Care - Physical & Sensory Support	C Marchant	Suresprung - cease grant payment to City & County of Swansea	64.0	0.0	0.0	0.0
SSHH522	SCHH	Community Care - Young Adults	C Marchant	Implementation of Pathways to Independence approach (PTI) in transition to reduce cost of packages	182.0	500.0	0.0	0.0
SSHH523	SCHH	Community Care - Learning Disability Services	C Marchant	Management Charge to ABMU for monitoring and invoice payment	20.0	0.0	0.0	0.0

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SSHH524	SCHH	Community Care - Learning Disability Services	C Marchant	Restructure of management duties and introduction of different skill mix of staff. Review of transportation and commissioned services	112.0	201.0	0.0	0.0
SSHH525	SCHH	Community Care - Learning Disability Services	C Marchant	Reduce supplies and services, running cost , transport and training budgets within Mental Health and Learning Disabilities	61.0	0.0	0.0	0.0
SSHH526	SCHH	Community Care 3rd Sector Services	C Marchant	Carers and 3rd sector meetings to be organised by NPT in future not CVS.	10.0	0.0	0.0	0.0
SSHH527	SCHH	Community Care 3rd Sector Services	C Marchant	Care & Repair contract value for money	10.0	0.0	0.0	0.0
SSHH528	SCHH	Housing Services	C Marchant	Social letting agency regional service - generate additional income through increased take up	10.0	10.0	0.0	0.0
SSHH529	SCHH	Housing Services	C Marchant	Maximise rental income	25.0	25.0	0.0	0.0
SSHH530	SCHH	Housing Services	C Marchant	Reduction of supplies and services budgets for General Housing expenditure	14.0	0.0	0.0	0.0
SSHH531	SCHH	Housing Services	C Marchant	ER/VR 1 staff member in grants team	28.0	0.0	0.0	0.0
SSHH532	SCHH	Housing Services	C Marchant	Deletion of 0.5 vacant post in renewal area	24.0	0.0	0.0	0.0
SSHH533	SCHH	Community Care Older Persons/LD/MH	C Marchant	Introduction of payment for day services	200.0	0.0	0.0	0.0
SSHH534	SCHH	Community Care	C Marchant	Delegated Budgets	30.0	0.0	0.0	0.0
SSHH535	SCHH	Community Care Older Persons/LD/MH	C Marchant	Placement budget - Pathways to Independence	94.0	0.0	0.0	0.0
SSHH536	SCHH	Community Care services	C Marchant	Review of management costs, strategic relevance and tariffs paid to Supporting People funded schemes	500.0	0.0	0.0	0.0
SSHH537	SSHH	Reconfiguration of Homecare	C Marchant	Savings to be achieved by the reconfiguration of the service and savings in operating costs.	200.0	0.0	0.0	0.0
SSHH538	SSHH	Transforming Adult Social Care	C Marchant	Including extra care, social work systems, intermediate care, preventative services, telecare, personalisation, day care	500.0	0.0	0.0	0.0

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ENV501	E&H	Reduce feasibility work	All ENVT	Limit feasibility work carried out	71.0	0.0	0.0	0.0
ENV502	E&H/E CR	General Env	All ENVT	ER/VR savings from the Directorate.	150.0	150.0	0.0	0.0
ENV503	E&H/E CR	Administration	All ENVT	Cost savings	24.0	0.0	0.0	0.0
ENV504	E&H/E CR	Corporate Capacity	All ENVT	Consultancies to limit response to queries from Members and the public	54.0	0.0	0.0	0.0
ENV505	E&H	Marketing	All ENVT	Saving target	0.0	0.0	0.0	0.0
ENV506	E&H	Planning /MREC	All ENVT	External legal fees	50.0	0.0	0.0	0.0
ENV507	E&H/E CR	Voluntary Organisation	All ENVT	Reduce contributions to South Wales Miners Museum	2.0	0.0	0.0	0.0
ENV508	E&H/E CR	Workforce Strategy Savings	All ENVT	Implement new grading structure	36.0	83.0	63.0	-9.0
ENV509	E&H	Roundabout Sponsorship	All ENVT	Income generation	30.0	0.0	0.0	0.0
ENV510	E&H	Staff Training Budget	All ENVT	Will reduce training opportunities which will be partially offset as staff numbers reduce	25.0	25.0	0.0	0.0
ENV511	E&H	Marketing Budget	All ENVT	Saving target	32.0	2.0	0.0	0.0
ENV512	E&H	Stationery and Administration	All ENVT	Saving target	28.0	3.0	0.0	0.0
ENV513	E&H	Non replacement of staff on retirement	All ENVT	Non replacement of staff on retirement	40.0	40.0	75.0	75.0
ENV514	E&H	Building Support expenditure reduction	All ENVT	Review service delivery	30.0	30.0	0.0	0.0
ENV515	E&H	Car Parking	D Griffiths	Further parking policy review	0.0	29.0	0.0	0.0
ENV516	E&H	Road Safety	D Griffiths	Increase Income	0.0	10.0	0.0	0.0
ENV517	E&H	Transport planning	D Griffiths	Reduce professional fees	5.0	0.0	0.0	0.0
ENV518	E&H	Fleet review - reduction in fleet size to reflect service changes	D Griffiths	Revised service provision and savings to fuel, tax etc	0.0	50.0	0.0	0.0
ENV519	E&H	Renewals Fund	D Griffiths	Reduce contributions to the fund	60.0	0.0	0.0	0.0
ENV520	E&H	School Crossing Patrol	D Griffiths	Reduce service in line with the national guideline	102.0	0.0	0.0	0.0
ENV521	E&H	Community Transport	D Griffiths	Prudential Borrowing savings	10.0	0.0	0.0	0.0

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ENV522	E&H	Community Services Transport Unit	D Griffiths	Reduce budget by staff er/vr, fuel savings and reduction in leasing costs	100.0	0.0	0.0	0.0
ENV523	E&H	Highways Strategy & Network management	D Griffiths	ERVR - loss of in-house traffic modelling capability.	30.0	0.0	0.0	.
ENV524	E&H	Valleys Transport	D Griffiths	Reduce base budget - cut core funding to shop mobility, NPTCBC community transport and DANSA	36.0	0.0	0.0	0.0
ENV525	E&H	Programme Management	D Griffiths	Reduce base budget - staff or income generation	0.0	0.0	10.0	0.0
ENV526	E&H	Fleet Maintenance	D.Griffiths	Savings from staff retirement and procurement	35.0	45.0	0.0	0.0
ENV527	E&H	Car Parking charges	D.Griffiths	Review of parking tariffs in off street car parks	71.0	0.0	0.0	0.0
ENV528	E&H	Subsidised Bus Routes	D.Griffiths	Reduce subsidies provided	81.0	0.0	0.0	0.0
ENV529	ECR	Reduction in Council building floor space	G Nutt	Saving in running costs as floor space reduces in the civic buildings. This is subject to staff savings being achieved on a corporate basis	8.0	98.0	0.0	0.0
ENV530	ECR	Lonlas Workshop	G Nutt	Rent saving	50.0	0.0	0.0	0.0
ENV531	ECR	Cease security contract for Authorities Estate	G Nutt	Cease security contract for Authorities Estate	0.0	0.0	0.0	20.0
ENV532	ECR	Community Meals - change staffing structure to reflect activity levels.	G Nutt	Service delivery changes	40.0	0.0	0.0	0.0
ENV533	ECR	Property increase income and reduce expenditure	G Nutt	Will be possible once current arrangements are reviewed	0.0	50.0	0.0	50.0
ENV534	ECR	Building Maintenance reduce expenditure	G Nutt	Will impact on the condition of the County's buildings	50.0	25.0	0.0	50.0
ENV535	ECR	Civic Buildings	G Nutt	Cease Annual contribution into civic building maintenance reserve	0.0	50.0	0.0	0.0
ENV536	ECR	Industrial Units	G Nutt	Cut maintenance by 20%	20.0	0.0	0.0	0.0
ENV537	ECR	Miscellaneous Land	G Nutt	Increase income target by 5%	20.0	0.0	0.0	0.0
ENV538	ECR	Property	G Nutt	Stop annual transfer to reserve	5.0	0.0	0.0	0.0
ENV539	ECR	Estates Management	G Nutt	Reduce budget by a reduction in staff	50.0	0.0	0.0	0.0
ENV540	ECR	Public Conveniences	G Nutt	Reduction in staff	75.0	0.0	0.0	0.0
ENV541	ECR	Contribution to outside bodies - regeneration	G Nutt	Reduce base budget - cut core funding	63.0	0.0	0.0	0.0

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ENV542	ECR	Carbon Reduction Commitment	G Nutt	Reduce base budget	238.0	0.0	0.0	0.0
ENV543	ECR	Civic Buildings	G. Nutt	Additonal savings from closing Aberavon House	57.0	-57.0	0.0	0.0
ENV544	ECR	Catering & Cleaning	G. Nutt	Additional savings target	20.0	0.0	0.0	0.0
ENV545	ECR	Estates & Property	G. Nutt	Deletion of vacant post	70.0	0.0	0.0	0.0
ENV546	E&H	CCTV	M Roberts	Service reduction	175.0	0.0	0.0	0.0
ENV547	E&H	SWTRA maintenance income	M Roberts	Build income from SWTRA maintenance activity into base budget	50.0	50.0	0.0	0.0
ENV548	E&H	Public Lighting stop night time patrol - improved data available once lighting improvement scheme is completed	M Roberts	Stop night time patrol - improved data available once lighting improvement scheme is completed	0.0	25.0	0.0	0.0
ENV549	E&H	Public Lighting energy dimming - savings from lighting renewal project	M Roberts	Energy savings from existing Lighting Renewal Project	65.0	15.0	0.0	0.0
ENV550	E&H	Public Lighting	M Roberts	Partial switch off early hours in residential areas 6000 of 18,000 lights off	0.0	0.0	50.0	0.0
ENV551	E&H	Stray Dogs	M Roberts	Reduce stray dogs kennelling costs - change policy	30.0	0.0	0.0	0.0
ENV552	E&H	Woodland	M Roberts	Reduce woodland budget - reduce maintenance at Craig Gwladys and other woodlands	30.0	0.0	0.0	0.0
ENV553	E&H	Bowling Greens	M Roberts	Cease maintenance of bowling greens unless commissioned and paid for by clubs	150.0	0.0	0.0	0.0
ENV554	E&H	Christmas Lights	M Roberts	Cease service	69.0	0.0	0.0	0.0
ENV555	E&H	Outdoor Sports	M Roberts	Sports fields - withdrawal from the maintenance of sportsfields. Further individual site review and analysis to assess impact on service.	100.0	300.0	0.0	0.0
ENV556	E&H	Waste Disposal	M Roberts	Convert MREC to a transfer station	0.0	300.0	100.0	0.0
ENV557	E&H	Country Parks	M Roberts	Lease of Afan Forest Park to third party		200.0	0.0	0.0
ENV558	E&H	Streetworks	M Roberts	Review fees & charges from utility companies	6.0	0.0	0.0	0.0
ENV559	E&H	Street Cleaning	M Roberts	Reduce street sweeping/weekend service	45.0	0.0	0.0	0.0
ENV560	E&H	Waste Enforcement	M Roberts	Reduce staff by one	0.0	25.0	0.0	0.0

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ENV561	E&H	Gully Cleansing	M Roberts	Reduce frequency of cleansing	0.0	65.0	0.0	0.0
ENV562	E&H	Borough in Bloom	M Roberts	Cease service	42.0	0.0	0.0	0.0
ENV563	E&H	Hanging Baskets	M Roberts	Cease service	4.0	0.0	0.0	0.0
ENV564	E&H	Reactive Maintenance budget	M Roberts	Reduce land drainage component	50.0	0.0	0.0	0.0
ENV565	E&H	Reactive Maintenance budget	M Roberts	Reduce winter gritting component. Treated roads will need to reduce from 42%	117.0	0.0	0.0	0.0
ENV566	E&H	Grounds Maintenance - highways	M Roberts	Reduce traffic management and associated maintenance	50.0	0.0	0.0	0.0
ENV567	E&H	Parks - grounds maintenance	M Roberts	Reduce base budget - service restructure	65.0	0.0	0.0	0.0
ENV568	E&H	Highways Maintenance - street works	M Roberts	Reduce base budget - staff - less capacity to deal with highway management issues	20.0	0.0	0.0	0.0
ENV569	E&H	Gnoll Country Park	M Roberts	Reduce budgets for advertising, events and summer gardener posts	14.0	0.0	0.0	0.0
ENV570	E&H	Neath Canal - car park & toilets	M Roberts	50% reduction in payment to Neath Canal Co	15.0	0.0	0.0	0.0
ENV571	E&H	Further capitalisation of Planned Highways Maintenance	M Roberts	Pay for basic highway maintenance through capital budget (with corresponding reduction in monies available for capital improvements).	300.0	0.0	0.0	0.0
ENV572	E&H	Public Lighting	M Roberts	Beneficial tender prices - conversion of temporary cut to permanent cut plus additional £50k	150.0	0.0	0.0	0.0
ENV573	ECR	Environmental Services	M. Roberts	Redeployment of neighbourhood staff to refuse collection to reduce agency costs. Necessitates a change of working hours for refuse and recycling staff. Typically there will be 1 less staff in each zone so less litter picking, grass cutting, weed spraying and sign cleaning in each zone.	229.0	0.0	0.0	0.0
ENV574	ECR	LDP	N Pearce	Savings at end of plan include reduction in staff	0.0	87.0	60.0	0.0
ENV575	E&H	Countryside	N Pearce	Limit rights of way work to maintenance only.	45.0	0.0	0.0	0.0
ENV576	ECR	Contaminated land reduce monitoring	N Pearce	Reduce contaminated land and air quality monitoring	10.0	10.0	5.0	0.0
ENV577	ECR	Cease sustainability project work - reduction in staff	N Pearce	Reduction in staff numbers required	40.0	0.0	0.0	0.0

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ENV578	ECR	Planning	N Pearce	Introduce a charge for pre-application advice	20.0	0.0	0.0	0.0
ENV579	ECR	Building Regulations	N Pearce	Ensure works in default income matches expenditure	5.0	0.0	0.0	0.0
ENV580	ECR	Planning	N Pearce	Restructure saving	7.0	0.0	0.0	0.0
ENV581	ECR	Print & Graphics	N Pearce	The staff will initially be reduced at the facility and by 2017/18 a printing function will no longer be provided	30.0	0.0	0.0	70.0
ENV582	ECR	Environmental Quality	N Pearce	Reduce staff budget - flexible retirement	30.0	0.0	0.0	0.0
ENV583	E&H	QA/EMAS	N Pearce	Reduce staff budget	40.0	0.0	0.0	0.0
ENV584	ECR	Planning	N. Pearce	Increased savings as a result of a restructure	44.0	0.0	0.0	0.0
ENV585	ECR	Planning	N. Pearce	Printing and postage services by consulting with Members via e-mail and reducing outgoing correspondence generally	2.0	0.0	0.0	0.0
ENV586	ECR	Building Regulations	N. Pearce	Reduction in staff due to er/vr	44.0	0.0	0.0	0.0
ENV587	ECR	Planning Policy	N. Pearce	Cessation of corporate data analysis and research function. Currently hosted by Planning section	35.0	0.0	0.0	0.0
CORP501	PRB	Grants to Voluntary Organisations	All	Stop contribution to CAB debt counselling service	42.0	0.0	0.0	0.0
CORP502	PRB	Voluntary Orgs Savings	All	Reduce contributions	51.0	0.0	0.0	0.0
CORP503	PRB	Workforce Strategy Savings	All	Implement new grading structure	41.0	99.0	85.0	14.0
CORP504	PRB	Support Services/Childcare Legal	D Michael	Savings from utilising additional childcare funds	30.0	0.0	0.0	0.0
CORP505	PRB	Childcare Legal	D Michael	Fees & savings in running costs	10.0	0.0	0.0	0.0
CORP506	PRB	Legal	D Michael	Bring in house and procure legal work	10.0	50.0	0.0	0.0
CORP507	PRB	Property/Corporate law	D Michael	Delete paralegal post (1fte) & contracts officer post (1fte)	41.0	0.0	0.0	0.0
CORP508	PRB	Childcare Legal	D Michael	Reduce running costs and agency staff	8.0	0.0	0.0	0.0
CORP509	PRB	Childcare Legal	D Michael	Reduce external legal fees	7.5	7.0	0.0	0.0
CORP510	PRB	Childcare Legal	D Michael	Delete legal typist (1fte)	14.0	0.0	0.0	0.0
CORP511	PRB	Litigation/ Commercial Law	D Michael	Bring service in house - currently purchased from another authority	30.0	0.0	0.0	0.0
CORP512	PRB	Litigation/ Commercial Law	D Michael	Reduce cost of insurance legal work	0.0	30.0	0.0	0.0

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CORP513	PRB	Registrar	D Michael	Increase income and reduce cost of supplies & services	6.0	0.0	0.0	0.0
CORP514	PRB	Mailroom	D Michael	Increase income/reduce base budget	20.0	0.0	0.0	0.0
CORP515	PRB	Corporate Support	D Michael	Reduce salary budget and reduce supplies & services	7.0	0.0	0.0	0.0
CORP516	PRB	Legal Dept	D Michael	Reduce books & periodicals	3.0	0.0	0.0	0.0
CORP517	PRB	Legal	D Michael	Deletion of trainee solicitor post after postholder qualifies.	25.0	0.0	0.0	0.0
CORP518	PRB	Legal	D Michael	Support services ER/VR	41.0	0.0	0.0	0.0
CORP519	PRB	Legal	D Michael	Salary budget - pension cost savings	14.0	0.0	0.0	0.0
CORP520	PRB	Benefits	D Rees	Rationalisation of benefit work & changes from DWP	27.0	57.0	27.0	27.0
CORP521	PRB	Finance & Revenues - staff savings	D Rees	Restructure of service and systems. Savings created from deletion of vacant posts and VR exercise.	340.0	65.0	0.0	0.0
CORP522	PRB	Misc Expenditure Heads	D Rees	Base budget and procurement reductions across various expenditure heads	79.0	110.0	0.0	0.0
CORP523	PRB	Finance & Revenues - IT costs	D Rees	Saving in running costs	12.0	0.0	0.0	0.0
CORP524	PRB	Fin Serv & Revs	D Rees	Staff savings - ERVR	200.0	39.0	0.0	0.0
CORP525	PRB	Rationalisation and re-modelling of functions and services	G Jones	staff restructure	42.0	43.0	38.0	36.0
CORP526	PRB	Human Resources/Unions	G Jones	Service review - staff reductions	130.0	33.0	0.0	0.0
CORP527	PRB	Customer contact - remodel one stop shop services at Pontardawe - consider integration of OSS with other services operating from that office	K Jones	Reduction in posts corporate strategy	20.0	0.0	0.0	0.0
CORP528	PRB	Rationalisation and re-modelling of functions and services	K Jones	14/15 savings identified - reduction in posts - communications £44k, reduction in mayoralty £15k. Future year strategy yet to be identified	59.0	61.0	54.0	50.0
CORP529	PRB	One Stop Shop/Customer Services	K Jones	Increase fees & charges - identity photographs	5.0	0.0	0.0	0.0

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CORP530	PRB	One Stop Shop/Customer Services	K Jones	Reduce staff hours - voluntary via flexible working	10.0	0.0	0.0	0.0
CORP531	PRB	One Stop Shop/Customer Services	K Jones	De-clustering of CSO (customer services officer) posts	12.5	12.5	0.0	0.0
CORP532	PRB	One Stop Shop/Customer Services	K Jones	Reduce stationery, uniforms	0.5	0.0	0.0	0.0
CORP533	PRB	One Stop Shop/Customer Services	K Jones	Reduce staff as more services placed on-line	0.0	30.0	0.0	0.0
CORP534	PRB	Electoral	K Jones	Income generated through introduction of individual electoral registration	0.0	20.0	0.0	0.0
CORP535	PRB	Civic and Mayoralty	K Jones	Cease twinning activities	2.0	0.0	0.0	0.0
CORP536	PRB	Civic and Mayoralty	K Jones	Reduce expenditure on mayoralty	10.0	0.0	0.0	0.0
CORP537	PRB	Democratic Services	K Jones	Reduce contribution to member IT costs	3.0	0.0	0.0	0.0
CORP538	PRB	Democratic Services	K Jones	Reduce stationery budget - committee admin	0.0	10.0	0.0	0.0
CORP539	PRB	Democratic Services	K Jones	Cease production of council diary	2.0	0.0	0.0	0.0
CORP540	PRB	Democratic Services	K Jones	Reduce staff hours -voluntary via flexible working	7.0	0.0	0.0	0.0
CORP541	PRB	Democratic Services	K Jones	Modernise service - reduce staff costs	0.0	25.0	0.0	0.0
CORP542	PRB	Democratic Services	K Jones	Stop courier service for members	0.0	10.0	0.0	0.0
CORP543	PRB	Democratic Services	K Jones	Stop teas, coffees etc for all meetings	2.0	0.0	0.0	0.0
CORP544	PRB	Corporate Strategy	K Jones	Reduce printing expenditure	3.0	0.0	0.0	0.0
CORP545	PRB	Corporate Strategy	K Jones	Reduce corporate health group budget	2.0	0.0	0.0	0.0
CORP546	PRB	Corporate Strategy	K Jones	Reduce comms & marketing budget - engagement activities	5.0	0.0	0.0	0.0
CORP547	PRB	Corporate Strategy	K Jones	Remove contribution to third parties budget	15.0	0.0	0.0	0.0
CORP548	PRB	Corporate Strategy	K Jones	Reduce Wales Audit Office fees	5.0	0.0	0.0	0.0
CORP549	PRB	Corporate Strategy	K Jones	Remove contribution to surveys budget - engagement activities	5.0	0.0	0.0	0.0
CORP550	PRB	Corporate Strategy	K Jones	Reduce older persons strategy budget - engagement activities	3.0	0.0	0.0	0.0
CORP551	PRB	Corporate Strategy	K Jones	Reduce number of newspapers purchased	0.7	0.0	0.0	0.0
CORP552	PRB	Change Management	K Jones	Reduce activity	110.0	0.0	0.0	0.0

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CORP553	PRB	CEX - General Dept	K Jones	Reduce salaries budget - HoS flexible retirement and other budget reductions	50.0	0.0	0.0	0.0
CORP554	PRB	CEX - General Dept	K Jones	Remove well being budget	1.0	0.0	0.0	0.0
CORP555	PRB	CEX - General Dept	K Jones	Remove safeguarding budget	6.0	0.0	0.0	0.0
CORP556	PRB	CEX - General Dept	K Jones	Vacancy factor	35.0	0.0	0.0	0.0
CORP557	PRB	CEX	K Jones	Staff savings - corporate strategy and communications team	54.0	0.0	0.0	0.0
CORP558	PRB	ICT staff reductions	S John	Efficiencies, recharge costs to projects, transformation reserve	30.0	30.0	30.0	30.0
CORP559	PRB	ICT	S John	Reduce employee support costs	37.0	0.0	0.0	0.0
CORP560	PRB	ICT	S John	Reduce Hardware and software budgets	140.0	0.0	0.0	0.0
CORP561	PRB	ICT	S John	Staff savings via ER/VR and deletion of posts	90.0	70.0	0.0	0.0
CORP562	PRB	ICT	S John	Reduce contribution into IT renewals reserve	100.0	0.0	0.0	0.0
CORP563	PRB	Procurement	S John	Reduce base budget	15.0	0.0	0.0	0.0
CORP564	PRB	ICT	S John	Reduction in hardware purchases	50.0	0.0	0.0	0.0
OTH501	PRB	Review of corporate administrative systems and business processes	All	Review of corporate administrative systems and business processes	0.0	60.0	60.0	60.0
OTH502	PRB	Review community facilities on a corporate basis covering All council owned assets	All	Review community facilities on a corporate basis covering All council owned assets	0.0	60.0	60.0	60.0
					14712.5	7046.5	1945.0	1001.0

SECTION A – MATTER FOR DECISION

WARDS AFFECTED: ALL

CAPITAL BUDGET MONITORING 2014/15

1. Purpose of Report

1.1 To provide Members with information in relation to delivery of the 2014/15 Capital Budget.

2. Background

2.1 On 30th January 2014 Council approved its Capital budget for 2014/15, the report detailed planned Capital Expenditure totalling £58.188m for the financial year. As part of the first quarter budget monitoring cycle Members approved an updated programme totalling £58.640m

2.2 This report updates Members as to the delivery of this Programme and to seek approval for the latest proposed budget totalling £62.586m.

3. Amendments to the Capital Budget

3.1 Members should note that the proposed budget differs from the previously approved budget as capital schemes are continuously under review and are re-profiled according to projected expenditure.

3.2 The main changes to the previously approved budget are detailed below:

- Projects and funding carried forward from 2013/14 totalling £4.739m.
- Inclusion of budgets for the 21st Century Schools projects at Ysgol Bae Baglan and Ystalyfera which are funded by a mix of Welsh Government funding and Prudential Borrowing.
- Welsh Government grant funding approval for a variety of regeneration projects funded by ‘Vibrant and Viable Place’ grant.

- Re-profiled expenditure in relation to the Neath Town Centre and Aberafan Leisure Facility Projects.

4. 2014/15 Capital Expenditure

Details of Capital Expenditure as at 21st October 2014 is outlined below:

	Original Budget	Approved budget as at quarter 1	Proposed Budget	Actual to date
	£'000	£'000	£'000	£'000
Harbour Way (Peripheral Distributor Road)	4,700	4,700	4,700	1,139
Physical Regeneration	7,410	7,410	7,388	198
Port Talbot Regeneration	1,468	1,468	2,212	187
Street Lighting	4,600	4,600	4,104	2,991
Adults Respite Centre	400	400	1,089	609
Neath Town Centre Regeneration	12,000	12,000	7,100	1,699
Disabled Facilities Grants	3,000	3,000	3,000	1,418
Highways Improvement Grant	552	552	1,736	567
Vehicle Replacement Programme	1,550	1,550	1,550	963
Health and Safety	850	850	850	449
YGGD Gwaun Cae Gurwen – New Kitchen	394	394	457	25
Baglan Energy Park Link Bridge	5,334	5,334	5,851	2,836
Carriageway/Footway Resurfacing	665	665	718	583
ELLL – Capital Maintenance	950	950	950	717
Replacement Leisure Facility Aberafan Seafront	11,300	11,300	6,000	2,034
Drainage	300	300	376	111
Bridge Strengthening	300	300	385	90
Local Highway Mitigation Measures			521	248
Vibrant and Viable Places			1,606	11
Ysgol Newydd Bae Baglan			6,000	325
Welsh Medium - Ystalyfera			600	410
Contingency	390	390	62	
Remaining Capital Programme	2,025	2,477	5,331	3,710
Total	58,188	58,640	62,586	21,320

The budget will continue to be monitored by Officers and by Capital Programme Steering Group. Despite expenditure to date only equating to c34% of the proposed budget there are several large projects which are now on site and will incur significant expenditure over the remainder of the financial year.

5. Targeted Achievement

As Members are aware the following achievements are being targeted during this financial year:

- Continuation of investment and improvement to Street Lighting and highways infrastructure.
- The redevelopment of Neath Town Centre.
- The construction of a replacement leisure facility at Aberafan Seafront.
- The construction of Baglan Energy Park link bridge

Recommendations

It is recommended that Members:

- Approve the updated Capital Budget as detailed above.
- Note expenditure to date of £21.320m.


Background Papers

Capital Programme working files

6. Officer Contact


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SOCIAL CARE, HEALTH & HOUSING SCRUTINY COMMITTEE

REPORT OF THE HEAD OF COMMUNITY CARE & HOUSING – C. MARCHANT

27TH NOVEMBER 2014

SECTION – MATTER FOR INFORMATION

WARDS AFFECTED: All

1. **Update on alternative arrangements for Social Centre provision**

1. **Purpose of Report**

The purpose of this report is to inform Members of the work undertaken to put in place alternative arrangements for Social Centres which were due to close by 31st March 2015. However, following successful discussion with various 3rd Sector/Not for Profit Organisations and service users, appropriate alternative arrangements have been agreed and have already commenced.

2. **Background**

On 24th April 2014, SCHHCB approved the future model of day opportunities for older people and proposed changes for Day Centre and Social Centre provision. These changes were put forward in order to modernise the service, promote community integration and independence for older people, make it effective and efficient in meeting needs and also take into account the implications of the Forward Financial Plan.

In relation to the social centres, it was approved that these services would continue to operate during the financial year 2014-15 whilst options were explored with the 3rd Sector /Not for Profit Organisations to develop an alternative range of social events and activities, which in many cases already exist in communities and are sustainable. These services can promote wellbeing and reduce social isolation for older people within local

communities (as stipulated in the Older People's Commissioner for Wales Report on 21st February 2014, 'The Importance and Impact of Community Services within Wales').

The SCHHCB report above, concluded that a further report would be made to update Members on the work undertaken with the 3rd Sector/ Not for Profit Organisations to develop alternative provision to ensure that the Council provided social centres could cease with no impact in March 2015.

3. **Current Position**

Up until 30th September 2014, Neath Port Talbot County Borough Council Adult Social Care provided four social centres for older people within the county borough. They were held one day a week at community venues in Ystalyfera, Seven Sisters, Resolven and Neath.

The Council introduced a Charging Policy on 1st April 2014 for all Community Care Day Services for adults provided or commissioned by the Council. This includes the provision of day care and social centres.

It was agreed that the Council would not impose any charge on any social centre attendee until 30th September onwards. During this time, council officers worked intensively with service users to accelerate the exploration of options to source alternative suitable social recreation to avoid charges, if applicable, being applied.

The rapid development of this work has had an impact on the transport provision which service users receive through the Council's Transport Unit and commissioned services have been withdrawn earlier than scheduled.

4. **Future position**

Community Care and Housing Services recognise the importance and impact of community services for older people in enabling

people to maintain their health and wellbeing and have strived to ensure that the impact of the planned changes are mitigated.

An extensive piece of work has been undertaken by council officers with the support and assistance of NPTCVS to identify suitable alternative arrangements for the service users who attended the four social centres.

Numerous meetings were held with services users to explore options to continue the social centre groups, either by signposting service users to other groups run in their community, or for the groups to become self-governing with appropriate support. A number of local 3rd sector/not for profits organisations, located in the communities affected by the closures, were approached and various possible alternative methods for service delivery were put forward to the groups. Views and opinions were sought from service users to ensure that these alternative options met their needs, mattered to them, and involved them in the decisions being made.

Through consultation, pilot trials and negotiation with service users and 3rd Sector organisations, a number of suitable alternatives emerged and have been put in place from 1st October 2014 onwards:-

4.1 Seven Sisters & Ystalyfera Social Centres

Both groups have successfully relocated to the Y Cwtch Café in Crynant which is operated by DANSA Integrated Community Transport. In addition, DANSA are able to provide a community transport service to all service users who attend and will accept concessionary bus passes, just like any other bus service. The venue offers various amenities including lunch, social trips and a separate room for the group to meet and participate in social activities. Feedback from service users has been very positive.

4.2 Neath Social Centre

Extensive work was undertaken with Neath Social Centre service users to integrate their group with 'Age Connects Neath Port

Talbot' which has recently established an Outreach Service in Neath Town Centre and meets weekly. Amenities include tea & chat, arm chair exercises, lunch, social activities, information and advice and social trips. However, out of the five service users attending, only one service user expressed a wish to continue attending. The main concern for the remaining service users being around transport arrangements to get to and from Neath town centre. Although all Community based travel options were explored this group of service users decided that they did not want to pay for a shared taxi service due to the cost. Council Officers attended the final day of the Neath Social centre group held on Thursday 25th September and following group discussions around transport arrangements there was a unanimous decision made by attendees that they would make their own way to the Age Connect group when they felt like attending. It was also agreed that we would request Care Management reviews for some of these service users to establish if they would meet the eligibility criteria to attend a Day Care service.

4.3 Resolven Social Centre

Resolven Social Centre service users have successfully integrated with 'Age Connects Neath Port Talbot' Outreach Service. The group currently meets weekly at Resolven Building Blocks, Resolven Integrated Childrens Centre but will be based at St. Davids Church Hall, Resolven from November when refurbishment works to the hall are completed. Amenities will include tea & chat, lunch, social activities, information and advice and social trips. Future travel arrangements have been put in place for service users to share a taxi at a very minimal charge to themselves.

5. Conclusion

Members to note the positive work which has taken place with the NPTCVS and Not for Profit organisations within the local communities where the social centres operate. This has not only ensured that alternative suitable arrangements are in place and there is no adverse impact on services users, but that the project

has been delivered six months earlier than originally scheduled with the agreement of all parties involved.

6. **List of Background Papers**

- SCHHCB, 24th April 2014, Modernising Day Opportunities for Older People living in Neath Port Talbot Consultation Outcome.

7. **Wards Affected**

All

8. **Officer Contact**

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SOCIAL CARE, HEALTH AND HOUSING SCRUTINY COMMITTEE

REPORT OF THE HEAD OF BUSINESS STRATEGY AND PUBLIC PROTECTION – A. THOMAS

27 November 2014

SECTION B - MATTER FOR INFORMATION

WARD(S) AFFECTED: All

TITLE OF REPORT

**ENVIRONMENTAL HEALTH AND TRADING STANDARDS
TACKLING SCAMS**

PURPOSE OF REPORT

To inform Members of the work that the Trading Standards team does to protect vulnerable consumers from scams.

Scam Types

Scams take many forms. This report addresses those scams that any member of the public can be subject to, but which appear to be specifically targeted at the most vulnerable in society and these include :-

- Lottery scams
- Advance Fee Scams (such as the now infamous Nigerian Bank Scam, victims pay money to release a fictitious large sum in return)
- Clairvoyant & Psychics
- Investment Opportunities

- Miracle Health Cures
- Online Dating
- Phishing (e-mail claiming to be from the victims bank and requesting personal or financial details)
- Prize draws and sweepstakes (victims pay or dial a premium rate telephone number to enter)
- Pyramid Selling & Chain Gift Schemes
- Work from home schemes

Intelligence Sharing

Although Trading Standards has significant powers under various pieces of legislation, these businesses can be hard to track down; they may be based abroad, or they may be beyond the resources of a local authority to investigate. Charities such as “Think Jessica” (<http://www.thinkjessica.com/>) help raise awareness amongst the public, but it remains a significant problem.

A list of 160,000 potential scam victims, who live in the UK has come into the possession of East Sussex Trading Standards. Consumers may have inadvertently found themselves on this list by the simple act of ticking or not ticking a box on a form that they have at some point completed. Generally the names and addresses of potential victims are shared between rogue businesses.

The people on these lists are tested for susceptibility to a scheme. The information that can be obtained is very specific, including the age of the person, whether they live alone or if they are disabled. Such information is gathered by a number of means which includes surveys but also will include having fallen for other scams.

Details of repeat victims are circulated by scammers, and the cycle of exploitation and victimisation continues, often with heartbreaking consequences.

In the worst cases, victims get into a routine of answering each letter / e-mail / telephone call and sending money, either cash, or cheque daily, often totaling in the hundreds if not thousands of pounds. It is not uncommon for some victims to have spent their life savings on the false promise of a significant return, selling their possessions to keep up with the demand to enter the latest fake prize draw or lottery. This type of behaviour has been linked to mental illnesses, such as depression.

National Scams Team & Neath Port Talbot

The UK wide National Scams Team was established by the National Trading Standards Board and is hosted by East Sussex Trading Standards. They work in partnership with the other national organisations including Police forces and the National Crime Agency to track down scammers and to seize scam mail and the money that has been tricked out of innocent victims. The types of scams that they have uncovered so far include claims that people have won foreign based lotteries and prize draws or that there are miracle cures and even bogus inheritance claims. Some people have sent money off to these rogue businesses because of the promise of large sums of money or fictitious prizes. In some cases where the scam has been detected the National Scams Team have been able to recover monies paid over by identified victims. Trading Standards Authorities who sign up to assist the Scams Team are sent the list of victims from their area. They are then asked to contact the residents to advise them that it is likely that they have been or still are the victim of a scam, and to report back to the scams team with any further information on the companies involved.

Trading Standards in Neath Port Talbot have been given the names and addresses of 300 NPT residents that appear on the list in East Sussex's possession and our Officers have begun to visit residents in this area. Before the residents were contacted, Trading Standards Officers liaised with and are being supported by Social Care staff, the Police and Age Cymru with a view to assessing the background of the alleged victim, the best means of contact and where possible and permissible advising family members and close friends. Once visited the alleged victim is assisted and either provided with the details of or referred to groups and support networks who will

help “wean” them off the flow of scams coming through the letter box, e-mail inbox and down the telephone line.

The most recent victims are visited first as these are most likely to be still at risk of being a victim of a scam. Reception to the visit by Trading Standards has been mixed, some of the victims will listen and can be helped, whereas others have been found to be stubborn in their refusal to be advised, and are happy to continue to participate in sending money off to what are clearly scams. If the victim is willing, at least two visits are made to them, with the second a follow up to check on their progress, and if not already done so, to refer them onto a support agency where possible.

One victim in this area was an elderly lady from Port Talbot who has allegedly lost over £60,000 to scams such as these over the last 6 years.

On some visits Officers have been able to return un-cashed cheques found during raids on scam company offices to victims.

Information on the results of the Trading Standards visits are passed back to the Scams Team so that it can be disseminated to the appropriate law enforcement agency for further investigation.

Summary

Regrettably scam victims lose millions of pounds per year.

Over time victims become drawn into a lifestyle where much of their time is spent responding to scam letters, telephone calls and emails. Typically money is sent to rogue companies on the understanding that the consumer has won a prize of some sort and that they need to pay an administration or release fee.

Scams can clearly be seen to place extra strain on the services that support vulnerable adults such as Social Services and the NHS, Trading Standards and the Police. Those affected will likely suffer from stress or depression and they may not look after themselves properly.

This is significant and vital work for Trading Standards authorities, which has a direct bearing on the vulnerable within the county borough.

List of Background Papers

None

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