



**3<sup>rd</sup> December 2024**

**Report of the Chief Finance Officer**

**Report Title: Quarter 2 Financial Monitoring 2024/25**

|                          |   |
|--------------------------|---|
| <b>Purpose of Report</b> | To provide the Members of the South West Wales Joint Committee (SWWCJC) with the Quarter 2 Financial Monitoring for year ended 2024/25. |
| <b>Recommendation</b>    | That the South West Wales Joint Committee (SWWCJC) receive the Quarter 2 Financial Monitoring for year ended 2024/25.                   |
| <b>Report Author</b>     | Chris Moore   |
| <b>Finance Officer</b>   | Chris Moore   |
| <b>Legal Officer</b>     | Craig Griffiths   |

**1.0 Background:**

- 1.1 The SWWCJC was formally constituted on 13<sup>th</sup> January 2022. Carmarthenshire County Council is acting as the Accountable Body responsible for discharging the councils' obligations in relation to the South West Wales Corporate Joint Committee (SWWCJC).
- 1.2 On 23<sup>rd</sup> January 2024 the SWWCJC approved the 2024/25 budget which was set at £615,049 with a levy from each of the constituent authorities, reduced by 10% through the utilisation of reserves.

**2.0 Forecast Outturn 2024/25:**

- 2.1 The forecast outturn in **Appendix A** shows a total surplus of £120.7k
- 2.2 The main variances are:
- 2.2.1 The Accountable Body is expected to be overspent by £2.2k due to in External Audit work incorporating a performance audit within their scope.
- 2.2.2 Support Services are predicting an underspend of £43.6k which is due to the budgeted Senior Accountant post remaining vacant as not yet required due to the level of activity.



Cyngor Castell-nedd Port Talbot  
 Neath Port Talbot Council



Parc Cenedlaethol  
 Arfordir Penfro  
 Pembrokeshire Coast  
 National Park





2.2.3 The Sub-Committee expenditure shows a forecast underspend of £86.7k, in respect of underspend on Planning and Programme management expenditure.

2.2.4 The Regional Management Office shows an underspend of £51.7k with the main differences being £47.8k Consultancy and Specialist Adviser work not being commissioned, £2.7k subsistence & meetings, £1k training and £1.3k ICT and computer hardware budgets not currently being needed.

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

2.3 A reserve was set up for the underspends in 2022/23 of £384.8k and 2023/24 of £458.7k, and any further underspend in 2024/25 would increase the balance of this reserve.

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

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

Under the current legislation the National Park Authorities (NPAs) are only financially obligated to support the strategic planning aspects of the CJC. Given that there is likely to be limited activity in terms of the Strategic Development Plan in 2024/2025 (with a budget of £20,600 allocated to the strategic planning sub-committee), it is not considered appropriate to raise a levy upon the NPA's in 2024/2025.

### 3.0 Financial Impact:

3.1 The Quarter 2 Forecast Outturn for 2024/25 shows a surplus of £120.7k.

### 4.0 Integrated Impact Assessment:

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

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.



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

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

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

## 5.0 Workforce Impacts:

5.1 There are no workforce impacts for this report.

## 6.0 Legal Impacts:

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

## 7.0 Risk Management Impacts:

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

## 8.0 Consultation:

8.1 There is no requirement for formal consultation.

## 9.0 Reasons for Proposed Decision:

9.1 To receive the Quarter 2 Financial monitoring for financial year 2024/25.

## 10.0 Implementation of Decision:

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





**Appendices:**  
Appendix A – Quarter 2 Financial Monitoring 2024/25

**List of Background Papers: None**



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council



Parc Cenedlaethol  
Arfordir Penfro  
Pembrokeshire Coast  
National Park



**Cyngor Sir Gâr**  
 Carmarthenshire  
 County Council

**South West Wales Corporate Joint Committee**  
**Q2 Financial Monitoring**  
 Financial Year 2024/25

| Description                                       | Actual 2023/24 (£) | Budget 2024/25 (£) | Q2 Predicted Outturn 2024/25 (£) | Variance (£)     | Notes   |
|---|--------------------|--------------------|----------------------------------|------------------|---|
| <b>Expenditure</b>                                |                    |                    |                                  |                  |   |
| <b>Joint Committee</b>                            |                    |                    |                                  |                  |   |
| <b>Democratic Services</b>                        |                    |                    |                                  |                  |   |
| Democratic, Scrutiny and Legal Support Costs      | 87,800             | 76,648             | 76,648                           | -                | Provided by NPT   |
| <b>Democratic Services Total</b>                  | <b>87,800</b>      | <b>76,648</b>      | <b>76,648</b>                    | <b>-</b>         |   |
| <b>Legal and Governance</b>                       |                    |                    |                                  |                  |   |
| Monitoring Officer and Service Support            | 17,000             | 19,448             | 19,448                           | -                | Provided by NPT   |
| <b>Legal and Governance Total</b>                 | <b>17,000</b>      | <b>19,448</b>      | <b>19,448</b>                    | <b>-</b>         |   |
| <b>Accountable Body</b>                           |                    |                    |                                  |                  |   |
| Audit Wales Financial Audit                       | 4,104              | 1,877              | 4,104                            | 2,227            |   |
| Section 151 Officer Recharge                      | 20,693             | 21,521             | 21,521                           | -                | Provided by CCC   |
| <b>Accountable Body Total</b>                     | <b>24,797</b>      | <b>23,398</b>      | <b>25,625</b>                    | <b>2,227</b>     |   |
| <b>Governance &amp; Internal Audit</b>            |                    |                    |                                  |                  |   |
| Internal Audit                                    | 14,600             | 23,170             | 23,170                           | -                | Provided by Pembs   |
| Sub-Committee Support Costs & Expenses            | 5,000              | 18,150             | 18,150                           | -                | Provided by Pembs   |
| <b>Governance &amp; Internal Audit Total</b>      | <b>19,600</b>      | <b>41,320</b>      | <b>41,320</b>                    | <b>-</b>         |   |
| <b>Support Services</b>                           |                    |                    |                                  |                  |   |
| ICT & Data Protection Services                    | 20,000             | 22,880             | 22,880                           | -                | Provided by NPT   |
| Financial Services                                | 5,000              | 59,289             | 15,702                           | - 43,588         | Provided by CCC   |
| HR Services                                       | -                  | 11,440             | 11,440                           | -                | Provided by NPT   |
| <b>Support Services Total</b>                     | <b>25,000</b>      | <b>93,609</b>      | <b>50,022</b>                    | <b>- 43,588</b>  |   |
| <b>Joint Committee Total</b>                      | <b>174,197</b>     | <b>254,423</b>     | <b>213,062</b>                   | <b>- 41,361</b>  |   |
| <b>Joint Scrutiny Committee</b>                   |                    |                    |                                  |                  |   |
| Room Hire   | -                  | -                  | -                                | -                | Included within Democratic Service costs                                      |
| Subsistence & Meeting Expenses                    | -                  | -                  | -                                | -                | Included within Democratic Service costs                                      |
| Travel  | -                  | -                  | -                                | -                | Included within Democratic Service costs                                      |
| Democratic, Scrutiny and Legal Support Costs      | -                  | -                  | -                                | -                | Included within Democratic Service costs                                      |
| <b>Joint Scrutiny Committee Total</b>             | <b>-</b>           | <b>-</b>           | <b>-</b>                         | <b>-</b>         |   |
| <b>SWWCJC - Sub Committees</b>                    |                    |                    |                                  |                  |   |
| Economic Development SC                           | -                  | 20,600             | 20,600                           | -                |   |
| Planning SC                                       | -                  | 20,600             | 20,600                           | -                |   |
| Transport SC                                      | -                  | 51,500             | 51,500                           | -                |   |
| Transport SC WG grant funded                      | 124,106            | 100,000            | 100,000                          | -                |   |
| Energy SC   | -                  | 20,600             | 20,600                           | -                |   |
| Planning & Programme management                   | -                  | 106,700            | 20,000                           | - 86,700         |   |
| <b>SWWCJC - Sub Committees Total</b>              | <b>124,106</b>     | <b>320,000</b>     | <b>233,300</b>                   | <b>- 86,700</b>  |   |
| <b>SWWCJC - Regional Management Office</b>        |                    |                    |                                  |                  |   |
| Salary (Inc. On-costs)                            | 27,077             | 64,390             | 63,702                           | - 688            |   |
| Training of Staff                                 | -                  | 1,030              | 750                              | - 280            |   |
| Public Transport - Staff                          | -                  | 258                | 200                              | - 58             |   |
| Staff Travelling Expenses                         | -                  | 834                | -                                | - 834            |   |
| Admin, Office & Operational Consumables           | 75                 | 1,030              | 100                              | - 930            |   |
| Consultancy and Specialist Adviser Fees           | -                  | 52,742             | 5,000                            | - 47,742         | Update of Website   |
| ICTs & Computer Hardware                          | -                  | 1,288              | -                                | - 1,288          |   |
| Subsistence & Meetings Expenses                   | 1,272              | 1,030              | 3,740                            | 2,710            | 4 proposed meetings   |
| Conferences, Marketing & Advertising              | -                  | -                  | -                                | -                |   |
| Projects & Activities Expenditure                 | -                  | -                  | -                                | -                |   |
| Translation/Interpret Services                    | 498                | 15,450             | 15,450                           | -                | As of end of October the SWWCJC will fully adopt the Welsh Language Standards |
| Printing & Copying                                | -                  | 2,575              | -                                | - 2,575          |   |
| <b>Regional Management Office Total</b>           | <b>28,922</b>      | <b>140,626</b>     | <b>88,942</b>                    | <b>- 51,684</b>  |   |
| <b>Contingency/Reserves</b>                       |                    |                    |                                  |                  |   |
| Provision for Contingency/Reserves                | -                  | -                  | -                                | -                |   |
| <b>Contingency/Reserves Total</b>                 | <b>-</b>           | <b>-</b>           | <b>-</b>                         | <b>-</b>         |   |
| <b>Total SWWCJC Expenditure</b>                   | <b>327,225</b>     | <b>715,049</b>     | <b>535,304</b>                   | <b>- 179,745</b> |   |
| <b>Funding Contributions</b>                      |                    |                    |                                  |                  |   |
| <b>Partner &amp; Other Contribution</b>           |                    |                    |                                  |                  |   |
| Brecon Beacons NPA                                | -                  | -                  | -                                | -                |   |
| Pembrokeshire Coast NPA                           | -                  | -                  | -                                | -                |   |
| Co-Opt Partners                                   | -                  | -                  | -                                | -                |   |
| Welsh Government Revenue Grant                    | 124,106            | 100,000            | 100,000                          | -                | Award of Funding in relation to SWWCJC to develop Regional Transport Plan     |
| Interest  | 44,101             | -                  | -                                | -                |   |
| <b>Partner &amp; Other Contribution Total</b>     | <b>168,207</b>     | <b>100,000</b>     | <b>100,000</b>                   | <b>-</b>         |   |
| <b>Local Authority Levy</b>                       |                    |                    |                                  |                  |   |
| City and County of Swansea Council (Levy)         | 212,431            | 191,188            | 191,188                          | -                | Levy charged to local authorities based on Population Size                    |
| Carmarthenshire County Council (Levy)             | 168,090            | 151,281            | 151,281                          | -                | Levy charged to local authorities based on Population Size                    |
| Neath Port Talbot CBC (Levy)                      | 126,771            | 114,094            | 114,094                          | -                | Levy charged to local authorities based on Population Size                    |
| Pembrokeshire County Council (Levy)               | 110,460            | 99,414             | 99,414                           | -                | Levy charged to local authorities based on Population Size                    |
| <b>Total SWWCJC Income</b>                        | <b>617,753</b>     | <b>555,978</b>     | <b>555,978</b>                   | <b>-</b>         |   |
| <b>Provision of Service - Surplus / (Deficit)</b> | <b>458,735</b>     | <b>(59,072)</b>    | <b>120,673</b>                   | <b>179,745</b>   |   |

| <b>Movement to Reserves (Contingency)</b>      |                |                |                |                |  |
|--|----------------|----------------|----------------|----------------|--|
| Description                                    |                |                |                |                |  |
| Balance Brought Forward from previous year     | 384,824        | 843,559        | 843,559        | -              |  |
| Net Provision of Service - Surplus / (Deficit) | 458,735        | 59,072         | 120,673        | 179,745        |  |
| <b>Balance Carry Forward</b>                   | <b>843,559</b> | <b>784,488</b> | <b>964,233</b> | <b>179,745</b> |  |

