

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

REPORT OF THE CORPORATE DIRECTORS GROUP

2 FEBRUARY 2016

SECTION A – MATTERS FOR DECISION

WARDS AFFECTED: ALL

BUDGET MONITORING REPORT 2015/16

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 is set out as follows:-

Section	Description
2	Current year financial position identifying the major variances for scrutiny by members
3	Grants awarded – outlining any changes in grant funding for member information
4	Budget virements – identifying those virements which require approval from members
5	Reserve movements –outlining proposed changes in the use of reserves for member approval
6	Future year FFP savings – identification of risks identified regarding current year savings strategies

1.3 Members are invited to request further detailed reports relating to the issues raised, for consideration by the relevant scrutiny board.

2 Current Year Financial Position

2.1 The Net Directly Controlled Budget is projected to under spend by £1.243m, plus there is a further projected underspend of £56k in the other elements of the budget (inclusive of proposed net

transfer to/from reserves). The net projected under spend is therefore £1.299m, as outlined in the table below.

	Original budget 2015/16	Revised budget 2015/16	Projected Outturn 2015/16	Variance
	£'000	£'000	£'000	£'000
ELLL Schools	77,802	77,802	77,802	0
ELLLL other	23,782	23,574	24,168	594
SSHH	79,946	79,931	78,168	-1,763
ENVT	28,542	28,431	28,793	362
CORP	17,056	17,186	16,750	-436
Directly controlled	227,128	226,924	225,681	-1,243
Other	41,164	41,368	41,312	-56
Budget Requirement	268,292	268,292	266,993	-1,299

- 2.2 The following paragraphs provide details of significant variances (>£50k) from the agreed budget for 2015/16, together with an explanation of the ways in which these variances are being managed.

Education, Leisure and Lifelong Learning

Out of County Placements (CYPE)

An overspend of £194k is projected due to a change in the banding and cost of 7 pupils attending Heronsbridge School, and the cost of additional pupils placed in out of county provision since the budget was set.

Leisure Trust (ECR)

The budget set for 2015/16 included £125k to fund the start-up and part year costs of the Aberafan Leisure and Fitness Centre. However the actual costs including legal and professional fees are projected to exceed the budget. The budget is projected to overspend by £85k.

There are other smaller overspends across a range of services and the net position is that the ELLL budget is projected to overspend by £594k (inclusive of proposed reserves and virements). Work is actively being undertaken to

identify further in year savings, to reduce this overspend by year end.

Social Services Health & Housing

Children – Social Work (CYPE)

An under spend of £125k is projected due to vacant posts.

Hillside - Secure Service (CYPE)

An under spend of £350k is projected due to savings on staff costs, and increased income due to optimization of occupancy, arising from an increase in the number of welfare placements.

Children – Internal Fostering Service (CYPE)

An under spend of £422k is projected due to a reduction in the number of children in internal foster placements. The budget was based on 240 children but currently there are 222.

Children – External Foster Service (CYPE)

An under spend of £211k is projected due to a reduction in the number of children in external foster placements. The budget was based on 101, but there are currently 84.

Central Services (SCHH)

An underspend of £104k is projected due to staff savings.

Child & Family Management (CYPE)

The service is projected to underspend by £81k due to savings on staff and legal costs.

Community Care Social Work (SCHH)

A new staffing structure to deliver the new Social work model has been introduced since the budget was set. Teams are now working with individuals regardless of age or disability. The budget is currently projected to underspend by £95k due to staff savings.

Elderly Social Work (SCHH)

An under spend of £106k is projected due to savings on staff and car allowances.

Elderly – Community Resource Team (SCHH)

An under spend of £359k is projected as a result of additional £484k ICF funding from Health and staff savings.

Elderly External Placements (SCHH)

The external domiciliary budget is projected to overspend by £534k. The budget was based on the provision of 8,500 hours per week, but due to additional demand 10,210 hours per week are currently being provided. Work is ongoing to reduce the number of hours provided by “right sizing” packages of care. The over spend however is partly offset by savings in residential care placements and direct payments and so the net effect is that the budget is projected to overspend by £153k.

LD External Placements (SCHH)

The budget is currently projected to overspend by £77k. This projection includes the cost of all known transition placements and savings identified to date from the Pathways to Independence project. Work is ongoing to identify further savings to reduce the over spend via the Pathways to Independence Project.

The net effect is that the SSHH budget is projected to under spend in year by £1.963m. However this has been reduced by a provision of £200k for doubtful recovery of historical debt.

Environment

Refuse Collection (E&H)

An over spend of £68k is projected due to a reduction in trade waste and bulk collection income, and the cost of purchasing the kit required to further roll out kerbside sorting of recycling waste.

Household Waste Recycling Centres (E&H)

The budget was cut to reflect a planned reduction in opening hours. However the change in opening hours has been postponed and hence the full year savings will not be realised in 2015/16. The budget is projected to overspend by £84k.

Civic buildings (ECR)

An underspend of £80k is projected due to savings in respect of water and electricity.

Engineering & Architectural Consultancy (E&H)

The income that the service is able to generate is governed by a formula based on total costs including corporate support service

recharges, and this is lower than budget. The services are currently projected to overspend by £161k.

The Environment budget is projected to over spend by £362k.

Corporate Services

Payroll (P&R)

An underspend of £55k is projected due to vacant posts, maternity leave and additional fees & charges.

Housing Benefit administration (P&R)

An under spend of £61k is projected due to additional income received from DWP for universal credit, and due to staff savings.

Legal services Childcare (P&R)

An under spend of £81k is projected due to staff savings, and income received for work undertaken for Cardiff City Council.

One Stop shop/customer services (P&R)

The underspend of £55k is due to vacant posts.

Electoral Registration & Elections (P&R)

An overspend of £52k is projected due to additional costs associated with Individual Electoral Registration.

The Corporate services budget is projected to underspend by £436k (net of virements and reserve transfers).

Other services

The following variances are identified in respect of non-directly controlled services:-

- Levies - £7k underspend
- Council tax support - £558k underspend
- Management of change - £706k overspend – this pressure reflects the anticipated cost of ER/VR for school based staff arising from the School Improvement Programme. These costs include the provision needed to cover such costs arising from staff changes relating to Ysgol Bae Baglan in August 2016.
- Miscellaneous – additional income of £84k has been received due to the transfer of retained profits from NPT Home Inspection Services LTD, which officially ceased to trade with effect from 30 September 2015 which will be transferred to the general reserve to meet any costs arising until such time that

the company is formally removed from the register at Companies House.

- Miscellaneous – £28k has been incurred in respect of Community Council Grant Scheme of which £25k is funded from the General Reserve.
- Contingency – the budget included a contingency of £610k of which £200k has not yet been committed.

The Net Authority Budget is currently projected to under spend by £1.299m.

All Management teams will continue to review services in order to maximise the reserves available to assist in delivering services in future year within reduced budgets.

A summary of the overall Net Authority budget is included in Appendix 1

3 Grants

Community Safety

A grant of £10,000 has been received from the Home Office to fund implementation of the new Prevent duty within the Community Safety service. The counter terrorism and Security Act 2015, which came into force from 1st July 2015, contains a duty to have due regard to prevent people from being drawn into terrorism. The grant will be used to establish a multi- agency partnership Channel Panel and to provide training in line with the Act.

Corporate Strategy

A grant of £70,000 has been awarded from the Ministry of Defence in relation to the Community covenant scheme, for a collective partnership known as Bulldog BCA – which is a partnership between Port Talbot Boxing club and the Boxing Community Action Charity. The money will be used to fund an extension and conversion of the buildings occupied by the boxing club to create a multi-functional activity centre that will help war veterans integrate into community life.

4 Budget Virements

- 4.1 The Council's Constitution requires the prior approval of any virement that does not involve a significant variation in the level or nature of the delivery of the service agreed by Council in the Revenue Budget as follows:-

Less than £100,000 – Corporate Directors

More than £100,000 but less than £500,000 – Cabinet

More than £500,000 – Council

- 4.2 Virements agreed by Corporate Directors are identified in Appendix 2
- 4.3 Virements requiring **Cabinet** approval are outlined below

Amount	Directorate	Service
(£21,000)	ELLL	Early retirement costs
(£200,000)	ELLL	School specific contingencies
(£15,000)	ELLL	Home to school transport
(£115,000)	ELLL	Post 16 Transport
£151,000	ELLL	Education Outside of school setting
£200,000	ELLL	Management and admin
£300,000	SSHH	Community Care Management
(£150,000)	SSHH	Community Care – social work
£266,000	SSHH	Residential Care – external provision
(£184,000)	SSHH	Home care
£68,000	SSHH	Community Meals
(£82,000)	SSHH	Day Opportunities – In house provision
(£198,000)	SSHH	Community Resource team
(£170,000)	SSHH	LD - Residential Care – Trem y Mor /Respite
(£55,000)	SSHH	LD - Community Independence service
(£119,000)	SSHH	LD - Day opportunities – complex needs
£324,000	SSHH	MH – external provision
(£260,000)	ENVT	Baglan Innovation centre
£260,000	ENVT	Non Operational Land acquisition

The net effect of all of the above virements are summarised in Appendix 1.

5 Reserve Movements

The following reserve movements are proposed as a result of issues arising during quarter 3.

Amount	Reserve	Explanation
(£92,000)	Home to School Transport	Transfer to reserve the saving arising 3 days Easter holidays to meet corresponding pressure in 2016/17.
£235,000	Waste	Utilise the reserve to purchase boxes and bags required to roll out the kerbside sorting of recycling.
(£50,000)	Corporate Equalisation	Transfer part of the underspend in Legal childcare to assist in funding FFP pressures in 2016/17.
(£15,000)	Corporate Equalisation	Transfer part of the under spend in HR to assist in funding FFP pressures in 2016/17.
(£35,000)	Corporate Equalisation	Transfer part of the underspend in Occupational Health to assist in funding the cost of maternity cover in 2016/17.
£150,000	Building Maintenance	£150k was transferred to the reserve at 31/3/15 to fund costs of works that have been completed in 2015/16
£31,000	Environment Equalisation	£31k was transferred to the reserve to meet costs incurred during 2015/16.
(£40,000)	Corporate Equalisation	The planned contribution from the reserve for Training is no longer required and therefore will remain in the reserve to be utilised during 2016/17.
(£20,000)	Occupational Health	The planned contribution from the reserve is no longer required and therefore will remain in the reserve to be utilised during 2016/17.

(£10,000)	Corporate Equalisation	The planned contribution from the reserve for OH is no longer required and therefore will remain in the reserve to be utilised during 2016/17.
(£150,000)	Digital Modernisation	Transfer an underspend from ICT £90,000 and Procurement £60,000 to create a new reserve to fund digital modernisation.
(£206,397)	Management of Change	Transfer additional funds to the reserve to meet the anticipated costs of school closures.
£808,760	Management of Change	Utilise reserve to fund agreed ERVR costs in August 2016 re school closures August 2016.
£26,008	ERVR	Education Directorate ERVR leavers to December 2015.
£107,900	Residential Care rent provision	Reduce the planned contribution to the reserve due to a reduction in lease income received following the closure of Caewern, Gorffwysfa and Hafod homes.
(£59,728)	Environment Legacy	The planned contribution from the reserve will not be required during 2015/16 and can therefore be rolled forward for use in 2016/17.
(£104,599)	Local Development Plan	The contribution from this reserve will not be required in full during 2015/16 and will therefore be rolled forward for use in 2016/17.
(£50,000)	Environment Equalization reserve	Transfer income received to fund expenditure in Industrial Estates.
(£50,000)	Corporate Equalisation	Transfer part of the underspend identified in respect of Housing Benefit administration to fund FFP pressures in 2016/17.
£2,000,000	ERVR/Transitional	To fund the anticipated cost of approximately 100 staff leaving on ER/VR.

	£'000
Opening balance on specific reserves 1/4/15	(28,155)
Changes arising from Audit 14/15	(232)
Budgeted contributions to /from reserves	1,403
Additional reserve movements previously approved	(738)
Additional reserve movements this quarter	2,476
Estimated closing balance on specific reserve 31/3/16	(25,246)

Details of all the above are included in Appendix 3

- 5.1 It is proposed that the surplus arising on the cessation of NPT Home Inspection services Ltd is transferred to the General Reserve

	£'000
Opening balance on the general reserve 1/4/15	(12,073)
Budgeted contributions to /from reserves	(369)
Change in opening balance arising from outturn 2014/15	(1,741)
Additional reserve movements previously approved	0
Additional reserve movements this quarter	(84)
Estimated closing balance on the general reserve 31/3/16	(14,267)

Details of all budgeted movements against the general reserve are included in Appendix 4.

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

- 6.1 The list of savings strategies included in the budget for 2015/16 are outlined in Appendix 5, the colour coding indicating the progress being made in delivering the savings to date, the risks of not delivering the saving in full, and the steps being taken to mitigate against the risks.

Further work to update the FFP for 2016/17 and beyond will be separately reported to members.

7. Members Scrutiny

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

8. **Consultation**

This item is not subject to external consultation.

9. **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.
- Members note the additional grants received
- the proposed reserve movements and budget virements are recommended for approval by Cabinet and that those exceeding £500,000 be commended to Council for approval

10. **Reason for Proposed Decision**

To update the Council's budget for additional grants received, budget virements and reserve movements in line with the Council's Constitution.

11. **Implementation of Decision**

The decision is proposed for implementation after consultation with the scrutiny committee and then consideration and approval by Council.

12. **Appendices**

Appendix 1 – Revenue Budget Summary 2015/16

Appendix 2 – Virements approved by Corporate Directors

Appendix 3 – Schedule of Specific Reserves

Appendix 4 – Schedule of General Reserve

Appendix 5 – Forward Financial Plan Savings Monitor

13. **Background Papers**

Budget working papers 2015/16

14. **Officer Contact**

For further information on this report item, please contact:

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Summary at Quarter 3 2015	Original	Virements			Revised	Projected	Variance	Variance
	Budget	Quarter 1	Quarter 2	Quarter 3	Budget	Outturn		
	2015/16				2015/16	2015/16	2015/16	2015/16
	£				£	£	£	%
Education, Leisure and Lifelong Learning - Schools	77,802,000	0	0	0	77,802,000	77,802,000	0	0.00%
Education, Leisure and Lifelong Learning - Other	23,782,000	-130,152	-33,509	-44,000	23,574,339	24,168,091	593,752	2.52%
Social Services Health & Housing	79,946,000	0	-14,739	0	79,931,261	78,168,386	-1,762,875	-2.21%
Environment	28,542,000	-253,939	48,671	94,000	28,430,732	28,792,454	361,722	1.27%
Corporate Services	17,056,000	130,152	-423	0	17,185,729	16,750,214	-435,515	-2.53%
Directly Controlled Expenditure	227,128,000	-253,939	0	50,000	226,924,061	225,681,145	-1,242,916	-0.55%
Swansea Bay Port	51,000				51,000	49,497	-1,503	-2.95%
Fire Authority	6,797,000				6,797,000	6,796,610	-390	-0.01%
Margam Crematorium	2,000				2,000	1,688	-312	-15.60%
Archives	96,000				96,000	96,600	600	0.63%
Magistrates Court	19,000				19,000	13,352	-5,648	-29.73%
Capital Financing	16,826,000	253,939			17,079,939	17,079,939	0	0.00%
Council Tax Support	17,436,000				17,436,000	16,877,725	-558,275	-3.20%
Management of change	800,000				800,000	1,506,397	706,397	88.30%
Miscellaneous	0				0	3,000	3,000	0.00%
Contingency	610,000			-50,000	560,000	360,000	-200,000	-35.71%
Cont from Fire Authority Reserve	-21,000				-21,000	-21,000	0	0.00%
Cont to General Reserve	0				0	0	0	0.00%
Cont from General Reserve	0				0	0	0	0.00%
	269,744,000	0	0	0	269,744,000	268,444,953	-1,299,047	-0.48%
Outcome Agreement Grant	-1,452,000				-1,452,000	-1,452,000	0	0.00%
Net Budget Requirement	268,292,000	0	0	0	268,292,000	266,992,953	-1,299,047	-0.48%
RSG	-164,447,000				-164,447,000	-164,447,153	-153	0.00%
NNDR	-40,630,000				-40,630,000	-40,630,018	-18	0.00%
Discretionary rate relief	175,000				175,000	175,000	0	0.00%
Council Tax	-63,390,000				-63,390,000	-63,390,678	-678	0.00%
Total Funding	-268,292,000	0	0	0	-268,292,000	-268,292,849	-849	0.00%

Virements Agreed by Corporate Directors – during Quarter 3

<u>Value</u>	<u>Directorate</u>	<u>Service</u>
-10,650	SSHH	Community Care Management
10,650	SSHH	Business Support
45,000	SSHH	EHTS management & support
-30,000	SSHH	ENHT Enforcement
-15,000	SSHH	Trading Standards
-60,940	SSHH	Elderly – external residential /domiciliary placements
60,940	SSHH	Physical Sensory Disability - domiciliary care external provision
-28,410	SSHH	LD Day Opportunities Employment & Training
28,410	SSHH	LD Day Opportunities - complex needs
-5,000	ENVT	Highways maintenance - Streetworks
-16,831	ENVT	Drainage
15,985	ENVT	Network Management
-19,861	ENVT	Development Control
54,000	ENVT	Programme Management
-35,000	ENVT	Waste Policy
35,000	ENVT	Waste Disposal
-7,925	ENVT	Estates
1,116	ENVT	Asset & Energy Mgt
-8,376	ENVT	County Buildings
-71,746	ENVT	Civic Buildings
-2,001	ENVT	Lonlas Archive Unit
18,000	ENVT	Building Cleaning
70,932	ENVT	Civic Centres
-54,000	ENVT	Engineering Consultancy
36,987	ENVT	Corporate Services & Best Value
-9,058	ENVT	Support Services
57,322	ENVT	Planning Development Control
-21,691	ENVT	Planning – Policy
-35,631	ENVT	Biodiversity
-2,222	ENVT	Business Support & Research
50,000	ENVT	Afan Forest Park
15,000	CORP	Council Tax
-15,000	CORP	Housing Benefit Admin
-70,000	CORP	ICT
-25,800	CORP	HR
95,800	CORP	Equalisation Reserve
-50,000	OTHER	Council contingency

44,000	ENVV	Building Maintenance - Leisure Trust
-44,000	ELLL	Leisure Trust – Building Maintenance
-58,000	ELLL	Early Retirement Budget
55,000	ELLL	Education Welfare Service
46,000	ELLL	School Property Costs
-70,000	ELLL	Afan Nedd Franchise
-68,000	ELLL	Youth
95,000	ELLL	Leisure Trust

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/15 £'000	2015/16 Budgeted Contribution to reserve £'000	2015/16 Budgeted Contribution from reserve £'000	Changes already agreed £'000	Changes proposed in Period £'000	Estimated Reserve Balance at 31/3/16 £'000
EDUCATION, LEISURE & LIFELONG LEARNING						
<i>Delegated Schools Cash Reserves</i>						
Primary Schools Reserve A/C	-2,124	0	0	0	0	-2,124
Secondary Schools Reserve A/C	-519	0	0	0	0	-519
Special Schools Reserve A/c	-120	0	0	0	0	-120
ER Reserve Primary	-14	-29	0	0	0	-44
Repair and Maintenance Reserve	-161	0	0	0	0	-161
	-2,939	-29	0	0	0	-2,968
<i>Education, Leisure and Lifelong Learning</i>						
School Improvement Reserve	-147	0	147	0	0	0
Education Equalisation Reserve	-1	0	0	0	0	-1
Home to school transport	0	0	0	0	-92	-92
	-148	0	147	0	-92	-93
Total Education Leisure & Lifelong Learning	-3,087	-29	147	0	-92	-3,061
SOCIAL SERVICES, HEALTH & HOUSING						
<i>Hillside Secure Unit</i>						
Hillside General Reserve	-1,670	-163	58	0	0	-1,776
<i>Other</i>						
Asset Recovery Incentive Scheme	-86	0	0	0	0	-86
Homecare ECM Equipment Reserve	-13	-19	0	0	0	-33
Community Care Transformation Reserve	-350	0	350	0	0	0
Social Services Equalisation	-173	0	150	0	0	-23
Residential Care - Rent Provision	-751	-186	0	0	108	-829
Youth Offending Team - Equalization	-87	0	0	0	0	-87
Total Social Services, Health and Housing	-3,131	-368	558	0	108	-2,834

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/15 £'000	2015/16 Budgeted Contribution to reserve £'000	2015/16 Budgeted Contribution from reserve £'000	Changes already agreed £'000	Changes proposed in Period £'000	Estimated Reserve Balance at 31/3/16 £'000
ENVIRONMENT						
<i>Directorate</i>						
Concessionary Fare - Bus Pass	-122	0	0	0	0	-122
Replacement Reserve						
Local Development Plan	-266	0	245	0	-105	-126
Economic Development	0	-200	200	0	0	0
Winter Maintenance Reserve	-342	0	0	0	0	-342
Building Maintenance Reserve	-175	0	25	0	150	0
European Fund	-2	0	2	0	0	0
Environment Equalization Reserve	-70	0	0	0	-19	-89
Environment Legacy Reserve (SWTRA)	-60	0	60	0	-60	-60
	-1,036	-200	531	0	-33	-738
<i>Operating Accounts</i>						
Operating Account -Equalisation	-97	0	0	0	0	-97
Fleet Sentinel Maintenance Reserve	-100	0	15	0	0	-85
Vehicle Tracking	-14	0	0	0	0	-14
Operating Accounts -Vehicle Renewals	-1,446	-1,065	733	0	0	-1,778
	-1,657	-1,065	748	0	0	-1,974
Total Environment	-2,693	-1,265	1,280	0	-33	-2,712

SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/15	2015/16 Budgeted Contribution to reserve	2015/16 Budgeted Contribution from reserve	Changes already agreed	Changes proposed in Period	Estimated Reserve Balance at 31/3/16
	£'000	£'000	£'000	£'000	£'000	£'000
FINANCE /CHIEF EXEC						
Elections Equalisation Fund	-130	-15	0	0	0	-145
Health & Safety/Occupational Health	-52	0	20	0	-20	-52
Development Fund for Modernisation	-56	-5	0	0	0	-61
Transformation/ Management Capacity, Development, Advisors etc.	-55	0	34	0	0	-21
IT Renewals Fund	-1,648	-77	268	0	0	-1,457
Corporate Services Equalisation Reserve	-677	0	347	-96	-200	-626
Building Capacity	-336	0	155	-50	0	-231
Management of Change Reserve	0	0	0	-602	602	0
Digital Modernisation	0	0	0	0	-150	-150
Total Finance /Chief Exec	-2,954	-97	824	-748	232	-2,743
CORPORATE RESERVES						
Insurance-Claims Reserve	-2,223	0	280	0	0	-1,943
Housing Warranties	-220	0	0	0	0	-220
Fire Authority Reserve	-94	0	0	21	0	-73
Waste Reserve	-733	0	75	0	235	-423
LAWDC Contingency Reserve	-988	0	0	0	0	-988
Treasury Management Equalisation Reserve	-2,516	0	0	0	0	-2,516
ER/VR - Transitional Reserve	-6,829	0	0	-11	2026	-4,815
Accommodation Strategy	-2,919	0	0	0	0	-2,919
Total Corporate Reserves	-16,522	0	355	10	2,261	-13,896
TOTAL ALL REVENUE RESERVES	-28,387	-1,760	3,163	-738	2,476	-25,246

SCHEDULE OF GENERAL RESERVE

	Original Estimate 2015/16	Revised Estimate 2015/16	Difference 2015/16
Opening balance 1st April	Cr 12,073	Cr 13,814	Cr 1,741
Council Tax Increased Income	Cr 1,400	Cr 1,400	0
Capital - Phase II Accommodation Financing Costs	370	370	0
Doubtful Debt Provision	160	160	0
Contributions to the Economic Development Fund	200	200	0
Community Councils Grant Scheme	25	25	0
Additional Funding – Social Services re timing of new homes coming on stream re Gwalia contract	96	96	0
Contribution from reserves re change in timing of savings envt556- waste disposal	100	100	0
SSIP programme	80	80	0
Transfer surplus arising on cessation of NPT Home Inspection Services Ltd		Cr 84	Cr 84
Contribution from /to revenue	0	0	0
Estimated Closing balance 31st March	Cr 12,442	Cr 14,267	Cr 1,825

The General Reserve will be updated at year end for any approved underspend on the 2015/16 Budget.

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
ELLL502	Home to School/College Transport	Review discretionary arrangements and further rationalisation of routes. Total savings of £376k will be achieved over time	116	Additional requirement for transport arising from school closures will arise from Sept 2015	Inter directorate working group has been established to identify and monitor savings strategies
ELLL503	Gwaun Cae Gurwen Workshop	Close workshop	15		
ELLL505	Community Interaction Grant	Phased reduction of Grant	60		
ELLL507	Out of County Placements	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	50	Additional demand for out of county placements, Maes y Coed is currently operating at capacity	
ELLL508	Student Awards	Service to be centralised by Welsh Government - staff relocated.	50		
ELLL510	Various Services	Increase Income Target on Selected Budget Headings	20	Increase in charge may result in reduction in demand	
ELLL511	Various Services	Reduction in a number of core base budgets, e.g Margam Park, Youth Service, Families First	202		
ELLL512	Various Services	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	134		
ELLL513	Various Services	Savings due to Vacancy Control / Incremental Drift Savings / Accommodation Review.	14		
ELLL514	All Services	Efficiencies from Procurement Savings	100		
ELLL516	Workforce Strategy Savings	Implement new grading structure	42		
ELLL518	Early Years Development	In year funding is no longer affordable. Individual school budgets are able to admit children following their 3rd birthday.	132		
ELLL520	Inclusion	Inclusion Review - target savings from review	180	Strategies for delivering savings not yet confirmed	
ELLL521	Bryncoch PRU	Close PRU and re-establish as a Learning Support Centre under wider governance model.	84		

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
ELLL523	Review of All Community services	All Community services including operational management across the County Borough Council have been reviewed. Where maintenance or transfer is not achieved, closure of facilities would result in less educational community events, sporting, healthy living, family contact and youth and playgroup facilities across the County Borough. The original FFP approved in January 2014 was £40k per annum.	390	Delay in closure or transfer of facilities	
ELLL524	Reduce subsidy to Celtic Leisure	The original FFP approved in January 2014 included a target saving of £100k. Additional savings of £125k has been consulted upon and will be incorporated for 2015/16, this includes the community transfer or closure of Hengwrt Barn and Cymmer Swimming Pool. £90k temporary funding has been included in the report to cover the opening of Cymmer Swimming Pool at reduced hours until December 2015	135		
ELLL544	Margam Orangery	Consider alternative service delivery options.	25	Alternative savings not yet identified in full.	
ELLL546	Lifelong Learning Central Support	Review existing patterns of Service Delivery - increased collaborative working with Neath and Port Talbot College	50		
ELLL549	Delegated Schools Funding	Cash limiting the Schools Delegated Budget Quantum to 1% above the Welsh Government Settlement. Budget provided of £77.8m	774		Schools utilise reserves to fund any overspends
ELLL551	Reduce the current Physical Activity and Sports Service Core Budget	Reduce activity within the Physical Activity and Sports Service. Reduce or withdraw subsidies to sports associations and governing bodies. Grant funded activities will continue.	150		
ELLL552	Withdraw Community Arts Activities	Reduce community arts provision across the County Borough	35		
ELLL553	Core funding of Youth service to be reduced	Rationalise Youth Club provision with fewer opportunities for young people to participate in youth provision.	100		

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
ELLL554	Welsh Translation Service to recover 100% of costs through increased charges to Service Users	Service users will incur an increased cost based on charges for this service being revised in line with market rates.	70	Reduction in demand due to increased charges	
ELLL555	Arts Administration	Reduced staffing levels and introduction of ticket booking fee	68		
ELLL556	Reduction in subsidies to Theatres and Arts Centres.	Potential reduction to opening hours of these facilities and/or a reduction of performance programme	186		
ELLL559	Range of efficiency measures to Library Services to include reduction in Book Fund, decommission of one Mobile Library, reduction in cleaning costs	Redeployment of staff, cuts in book fund, reduction in book lending provision. Risk of failure to meet Welsh Public Library Standards.	190		
ELLL560	Vacancy Management-Reduction of one head of service	This will result in increased managerial responsibilities for the Senior Management Team.	100		Directorate restructure implemented and reported
ELLL561	Renegotiate Union Facilities time to realise 50% reduction		25		
ELLL562	Reduce core budget at Margam Park	Savings achieved via service efficiencies	100		
ELLL563	Reduce School based counselling and restructure current service	Reduce access to school based counselling service across all Secondary schools	25		
ELLL564	Summer Play Scheme provision to be withdrawn	Reduced access to play for children across the borough during the summer holidays	90		
ELLL565	Reduce Families First base budget	Expectation of increased efficiencies in the allocation and administration of Grant Funding	80		
ELLL566	Reduced contribution to Blaengwynfi Miners Hall	Potential reduction in current activities	20		
ELLL567	Withdraw the Adaptions and Improvements budget	The costs will have to be met by schools	93		Schools utilise reserves to fund any overspends
ELLL568	Reduce contributions to Voluntary Organisations	Potential decrease in community activity within the Borough	20		
ELLL569	Contribution to Field Studies Council	This will lead to increased charges for pupils attending the Outdoor Education Centre.	65		

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
ELLL570	Increased cost recovery on Cleaning Service to Schools and efficiencies within Access Managed Services	Increased costs funded from Primary and Secondary schools budgets risk of outsourcing by schools	130		Schools utilise reserves to fund any overspends
ELLL571	Transfer the costs of School Licence fees to the Schools	Costs would have to be met by Schools	50		Schools utilise reserves to fund any overspends
ELLL572	Review residual Management post	Possible displacement of member of staff	67		
ELLL574	Reduce Music Tuition base budget	Reduced access to music provision across the County Borough	50		
ELLL575	Reduction in budget at Cefn Coed Colliery museum	Further reduction in public opening hours	20		
ELLL576	ELLL savings from ERVR	Reduction in capacity and/or expertise	200	Insufficient staff accepting ERVR	
ELLL577	Reduce base budget for School Improvement Service	The service will prioritise its support for schools according to identified need.	70		
ELLL578	ELLL - Insurance recharges		40		
SSHH511	Business Strategy & Public Protection	Savings following Introduction of Foundation Apprentice Scheme	78		
SSHH514	Workforce Strategy Savings	Implement new grading structure	81		
SSHH516	Homecare - Review of savings opportunities	Continue to improve the efficiency of the Homecare Service	88		
SSHH517	Community Care Older Persons	Cessation of some Day Services, reduction of operating days and review of day service opportunities for Older People, in line with the TASC project.	111		
SSHH518	Community Care Older Persons	Provide Community meals only to those service users meeting current eligibility criteria and remove inefficiencies in the way the service operates	50	Reduction in demand for services, delay in implementing changes	
SSHH522	Community Care - Young Adults	Implementation of Pathways to Independence approach (PTI) in transition to reduce the over support of young people moving from children to adult services	500		

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
SSHH524	Community Care - Learning Disability Services	Restructure of management duties and introduction of different skill mix of staff. Review of transportation and commissioned services	201		
SSHH528	Housing Services	Social letting agency regional service - generate additional income through increased number of tenancies	10		
SSHH529	Housing Services	Maximise rental income from rental accommodation	25		
SSHH540	Childrens Services	Savings arising from ongoing reductions in Looked After Children	700		
SSHH541	Workforce - Senior Management Restructure	Review Senior Management Structure	290		
SSHH542	Establish Common Commissioning Unit incorporating Community Care, Supporting People and Children's Commissioning functions	Implement new structure	90		
SSHH543	Restructure of Social Work Teams	Review of Social Work workforce to operate as efficiently as possible	83		
SSHH544	Reduction of number of posts per Social Work Team	Need to improve productivity and efficiencies in all teams	150		
SSHH545	Day Opportunities - Review of Workforce skill mix	Service will operate at maximum efficiency	75		
SSHH546	Sickness Management cover costs	Target reduction in sickness costs	250		
SSHH547	Amalgamate the Social Work QA function within the Adult Safeguarding Team		35		
SSHH548	Restructure within Housing Options and Housing Renewals and Adaptations		150		
SSHH549	Additional savings from the Pathways to Independence project (PTI), reducing the cost of care packages	Mental Health	122	Savings offset by additional demand for service	

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
SSHH550	Additional savings from the Pathways to Independence project (PTI), reducing the cost of care packages	Physical & Sensory Support	45	Savings offset by additional demand for service	
SSHH551	Additional savings from the Pathways to Independence project (PTI), reducing the cost of care packages	Learning Disabilities	500	Savings offset by additional demand for service	
SSHH552	Review of contracts with Hafal and Shaw Trust		80		
SSHH553	Review provision of Gelligron Residential and Respite unit for people with Mental Health problems	The current services are consistently under occupied and the service model is to be modernised.	100		
SSHH555	Remove subsidy from COASTAL Housing for extra care		49		
SSHH557	Maximise housing rental income		35		
SSHH558	Increased income from Care Home Residents		100		
SSHH559	Reduce transport expenditure by 10%		115	Inability to make alternative transport arrangements	Significant savings have been identified to date
SSHH560	Assistive Technology	Reduce Costs	14		
SSHH561	Assistive Technology	Increase charges	23		
SSHH562	Remove Care Home Quality Scheme	Quality scheme implemented will be good practice and supported by a recognition scheme rather than any financial incentive	259		
SSHH563	Cap fee levels paid to Mental Health and all Disability Service Providers to current or lower level	Adverse Service provider response	259		
SSHH564	Implement full cost recovery model for Community Meals	Transfer staff from Environment	150		
SSHH565	Modernise Day opportunities in Disability Services	Generate income via micro enterprises and reduce costs	100		

Red – at risk, Amber- likely to be achieved, Green achieved

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
SSHH568	Review and restructure services within the Business Services Division	Preserve right number and mix of foundation apprentices to experienced staff	60		
SSHH569	Remodel the administration of the Complaints Service	Reduction of 1fte	30		
SSHH570	SSHH - Insurance recharges		5		
ENV502	General Env	ER/VR savings from the Directorate.	150		
ENV508	Workforce Strategy Savings	Implement new grading structure	42		
ENV510	Staff Training Budget	Will reduce training opportunities which will be partially offset as staff numbers reduce	25		
ENV511	Marketing Budget	Saving target	2		
ENV512	Stationery and Administration	Saving target	3		
ENV513	Non replacement of staff on retirement	Non replacement of staff on retirement	40		
ENV514	Building Support expenditure reduction	Review service delivery	30		
ENV515	Car Parking	Further parking policy review	29		
ENV516	Road Safety	Increase Income	10		
ENV518	Fleet review - reduction in fleet size to reflect service changes	Revised service provision and savings to fuel, tax etc	50		
ENV526	Fleet Maintenance	Savings from staff retirement and procurement	45		
ENV533	Property increase income and reduce expenditure	Will be possible once current arrangements are reviewed	50		
ENV534	Building Maintenance reduce expenditure	Will impact on the condition of the County's buildings	25		
ENV535	Civic Buildings	Cease Annual contribution into Civic Building Maintenance Reserve	50		
ENV547	SWTRA maintenance income	Build income from SWTRA maintenance activity into base budget	50	This may be at risk dependant on discussions with Welsh Government about the future of the Agency	Position is being closely monitored

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
ENV548	Public Lighting stop night time patrol - improved data available once Lighting Improvement Scheme is completed	Stop night time patrol - improved data available once Lighting Improvement Scheme is completed	25		
ENV549	Public Lighting energy dimming - savings from Lighting Renewal Project	Energy savings from existing Lighting Renewal Project	15		
ENV555	Outdoor Sports	Sports fields - Lease facilities to sports clubs or organisations and ensure that any strategically retained facilities are fully funded by users.	150		
ENV556	Waste Disposal	Convert MREC to a transfer station	200	Dependant on the outcome of an external procurement exercise	The 2015/16 FFP savings have been matched by the existing service provider
ENV557	Country Parks	Discussions ongoing re Lease of Afan Forest Park to third party. Saving will only be realised if service is transferred on 1st April. Contingency budget may be required.	200	Discussions are still ongoing with NRW but a pressure may arise if the transfer does not take place	The majority of savings have been identified but the service will not transfer to NRW. Alternative savings are being sought.
ENV560	Waste Enforcement	Reduce staff by one	25		
ENV561	Gully Cleansing	Reduce frequency of cleansing	65		
ENV574	LDP	Savings at end of plan include reduction in staff	87		
ENV576	Contaminated Land reduce monitoring	Reduce contaminated land and air quality monitoring	10		
ENV589	Reduce subsidy to Canteens	Reduction in operating hours at Neath and Port Talbot. Buy in food rather than make on site.	100		
ENV590	Reduce subsidies to Bus Operators	Reduction in Public Transport which will impact on some residents and their travelling arrangements for some £200k plus other transport cost savings	234		
ENV591	Reduce subsidy for Gnock Country Park		142		
ENV592	Public Lighting		126		
ENV593	Bus Shelter	Reduce maintenance by 10%	5		
ENV594	Street Naming	Reduce maintenance by 10%	5		

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
ENV595	Civic Centre Savings	Saving following transfer of Princess Royal Theatre	40	Transfer likely to be delayed plus the saving is an estimate and is subject to a rates revaluation of the civic centre	Alternative savings have been delivered
ENV596	Sandfields Young Business Centre	Increase to rental Income	5		
ENV597	Biodiversity and Countryside	Reduce budget	88		
ENV598	Building Control & Planning	Reduce Cost/Increase Income	50		
ENV599	Reduction in Senior Management	Will impact on capacity	100		
ENV600	ER/VR target	This is in addition to the existing £150k target ENV502	275		
ENV601	Feasibility Budget	15% budget cut	24		
ENV602	Staff Training Budget	Further cut to reflect decrease in staff numbers	5		
ENV603	Neath Civic Centre	Income from Solar Panels	5		
ENV604	Social Services Transport	Fuel efficiency	25		
ENV605	Pelenna Mine	Transfer of responsibility to Coal Authority	26		
ENV606	Corporate Capacity	Reduce budget by 10%	24		
ENV607	Cemeteries	Reduction in casual staff	10		
ENV609	ENVT - Insurance recharges		50		
CORP503	Workforce Strategy Savings	Implement new grading structure	52		
CORP506	Legal	Bring in house and procure legal work	50	This strategy has already been included in previous years and so will be unachievable here	Alternative savings have been delivered
CORP509	Childcare Legal	Reduce external legal fees	7		
CORP512	Litigation/ Commercial Law	Reduce cost of insurance legal work	30		
CORP521	Finance & Revenues - staff savings	Restructure of service and systems. Savings created from deletion of vacant posts and VR exercise.	65		
CORP522	Finance - Miscellaneous Expenditure Heads	Base budget and procurement reductions across various expenditure heads	110		
CORP524	Finance & Revenue Services	Staff savings - ERVR	39		

Red – at risk, Amber- likely to be achieved, Green achieved

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
CORP534	Electoral	Income generated through introduction of individual electoral registration	20		
CORP538	Democratic Services	Reduce stationery budget - streamlined committee administration and greater reliance on electronic methods of working for both Officers and Elected Members	10		
CORP542	Democratic Services	Stop Courier Service for Members	10		
CORP558	ICT staff reductions	Efficiencies, recharge costs to projects, transformation reserve	30		
CORP561	ICT	Staff savings via ER/VR and deletion of posts	20		
CORP562	ICT	Reduce contribution into IT Renewals Reserve	50		
CORP565	Increased income generation from the Court Deputy Service	Introduction of new charges from April 2015	30	Delays in implementing charges	Approval to implement from June 2015, therefore only part year saving in 2015/16. Alternative savings within the division have been delivered.
CORP566	Reduce the opening hours of the cash offices at both Neath and Port Talbot Civic Centres, plus efficiency savings in the cashiering service.	Proposed daily opening hours from 10am to 3pm at both Neath and Port Talbot Civic Centres. Currently open 8:45am to 4.30pm (4pm on Friday)	50		
CORP567	Review and re-structure of services within the Financial Services Division to allow a number of staff to leave on VR.	This will mean a significant reduction in terms of the staff resources available within the Finance Division. This can only be achieved by thoroughly reviewing the services provided. Whilst these reviews create efficiencies, there will still be an inevitable diminution of the services provided alongside increased workloads and pressure on the staff that remain.	165		
CORP568	Wales Audit Office (WAO) fees	Reviews of working practices to create greater efficiencies which will lead to the reduced requirement for inspection and hence charges from WAO.	30		
CORP569	Finance - Use of 14/15 underspend to meet savings target in 15/16.	The 15/16 shortfall will be met in 2016/17.	32	Savings strategies need to be identified for 1617	Alternative strategies have been delivered in 2015/16

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
CORP571	Performance Audit Fees	Reduced cost of WAO performance audit fees	26		
CORP572	Reduce Elections Team Staffing Resource	Less resilience within Elections team.	7		
CORP573	Income Target for CS&DS Division	Seek out income opportunities, mainly grant funding, to reduce pressure on council revenue budget	15		Alternative strategies have been delivered in 2015/16
CORP574	Complete winding up of Change Management and Innovation Unit	No dedicated corporate capacity to support the council's change agenda	170		
CORP575	Reduce capacity in Customer Services	Reduction in service performance	40		
CORP579	CS&DS - Use of 2014/15 underspend to meet savings target in 2015/16.	The 2015/16 shortfall will be met in 2016/17.	121	Savings strategies need to be identified for 1617	Alternative strategies have been delivered in 2015/16
CORP581	HR-Increase income from Hillside SLA to reflect level of service demand. Current provision of £8k per annum does not reflect the service required.	With increased income the HR team will be able to continue to provide the service required by Hillside.	25		
CORP582	Reduce Corporate Training & Development Management Development / Leadership Development budget	Reduced provision of Management and Leadership Development. This will adversely impact upon the Council's ability to deliver the Council's change programme.	20		
CORP583	Reduce administrative support staff and professional support staff across HR / Health & Safety / Occupational Health / Training & Development NB: this includes planned FFP reductions of £31k / £38k / £35k over the 3 years (3 FTE)	Significantly reduced capacity across the 4 teams. Some work will be transferred to managers, a less flexible service will be available, some work will not be done and delayed response times in relation to some parts of the service. There are also some significant risks attached to reducing capacity that will impact on supporting Disciplinary Grievance Investigations, supporting managers in relation to sickness Management, reducing the ability to support Construction Design and Management Projects together with other Health & Safety work and reducing Corporate Training and development activity.	156		

Ref	Description	Main Impacts	£'000	Risk of not achieving full saving	Actions to mitigate against risks
CORP585	Legal - General Admin reductions		20		
CORP586	Reduction Coroner budget	Joint Service with Swansea Council, potential variation in caseload and costs	20	Uncertain at present as to scope of potential caseload and costs	
CORP587	Staffing Child Care Legal	Loss of trainee post	25		
CORP588	Legal Services	Loss of trainee post	25		
CORP589	Increase income target Registrar		10		
CORP590	Recharge to Licensing/increased income		10		
CORP593	Legal - Use of 2014/15 underspend to meet savings target in 2015/16.	The 2015/16 shortfall will be met in 2016/17.	15	Savings strategies need to be identified for 1617	Alternative strategies have been delivered in 2015/16
CORP594	ICT - ERVR savings - realised in 2014/15		64		
CORP597	ICT - Efficiencies	Recharge costs to projects, bring future year savings forward	60		
CORP598	ICT - Strategies to be identified	Staff savings and limit renewal of contracts	126		
CORP599	Corporate services - Insurance recharges		5		

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