

# NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

## CABINET

31 JANUARY 2017

### REPORT OF THE CORPORATE DIRECTORS GROUP

#### SECTION A – MATTERS FOR DECISION

**WARDS AFFECTED: ALL**

#### **BUDGET 2017/18**

#### **1 Purpose of Report**

1.1 The purpose of the report is to

- Provide Cabinet with details of financial issues affecting the Budget and Forward Financial Plan.
- Review and confirm the latest position for 2016/17
- Consider the Settlement Announcement made by Welsh Government in relation to Local Government funding and the prevailing financial environment
- Consider Neath Port Talbot County Borough Council's 2017/18 Revenue budget including service pressures, savings solutions and equality impact assessments.
- Agree the principles in relation to fees and charges for Council services.

#### **2 Background**

2.1 When the budget for 2016/17 was approved in February 2016, the medium term budget forecast, assumed a 3.5% reduction in funding from the Welsh Government for 2017/18 and 2018/19, and a further 2% reduction in 2019/20.

2.2 On the 28<sup>th</sup> September 2016 Cabinet approved to consult stakeholders on savings required to set a Budget for 2017/18. The predicted budget gap at that time was £11.2m for 2017/18 and £36m over the next 3 years. The draft savings set out in that report amounted to £6.8m, which was £4.4m short of the

projected gap. Members will recall that consultation commenced prior to receiving any budget funding announcements from the Welsh Government.

- 2.3 In setting the Budget, Members have to consider the requirement of delivering its statutory services, as well as those other services that the public and users have come to expect. The challenge has been to set a budget at activity levels that are sustainable and equitable. Members also have to consider the demand for services and changes to these services in light of the impact on:
- Service users
  - Employees
  - Legislation including the Equality Act 2010 and Wellbeing of Future Generations (Wales) Act 2015 considerations
  - Income generation
  - Council tax level
  - Welsh Government improvement targets

### **3 Executive summary**

- 3.1 This report firstly identifies that based on the quarter 3 budget monitoring figures, Council Services overall will be delivered within the 2016/17 cash limit of £270.896m. As in previous years the ER/VR reserve will be utilised to fund the cost of the council's early retirement/voluntary redundancy scheme. It is estimated that up to 50 staff will leave at a cost of £1.1m, with an additional £712k being utilised earlier this year, thus reducing the estimated balance on that specific reserve at year-end to circa £6m.
- 3.2 Neath Port Talbot Council's net budget for 2017/18 amounts to £274.677m.
- 3.3 A comprehensive review of Council services and the structure of the budget proposals for 2017/18 were reported to Cabinet on 28<sup>th</sup> September 2016. This report highlighted the need to make savings of £11.2m in 2017/18 and more than £36m over the next 3 years. It also sought member approval to go out to public consultation on the savings proposals contained within the report.
- 3.4 As a result of the final settlement, the Council is able to make new investment in some service areas and reduce some of the savings previously consulted on. Members will note within this report that in setting its net budget at £274.677m directorate

savings totalling £5.8m together with a Council Tax increase of 2.5%, are required to ensure that the Council sets a balanced budget for the 2017/18 financial year. General Reserves are projected for 31st March 2018 at £18m and Specific Reserves at £24.8m.

- 3.5 Welsh Government has published funding details for 2017/18 only and we will have to wait until next Autumn for future years firm funding announcements. However it is envisaged that funding for Local Government in Wales will continue to fall over the next few years. Further work will be required to update the Forward Financial Plan to 2020/21 and to identify additional income/savings in order to balance the annual budgets for that period. It is projected that savings of some £24m will be needed for the 2 years to March 2020.

#### **4 Latest Budget Position 2016/17**

- 4.1 The Revised Budget position for 2016/17 has been updated to reflect the latest projected income & expenditure in the current year.
- 4.2 Variations to net expenditure levels are considered as part of the regular budget monitoring reports to Cabinet, and are included in this latest position. The most recent budget monitoring report shows a projected net underspend of some £1.5m on the Net Budget of £270.9m. The final actual position will be reported to Members by June 2017.
- 4.3 Full details of all pressures and savings have been considered by Cabinet and scrutinised throughout the year.
- 4.4 The Revised Budget is included in the budget summary shown at Appendix 1.

#### **5 Welsh Government Budget**

- 5.1. The Welsh Government has only provided funding information for 2017/18. The Final Welsh Government Budget was announced on 20<sup>th</sup> December showing total Departmental Expenditure Limits of £13.563bn revenue and £1.487bn for capital i.e. totalling £15.05bn. The report stated that the Chancellor's Autumn Statement of 23 November 2016 provided additional capital

investment funding to Wales of £442m (over a 5 year period) but only an additional £35.8m of annual revenue budget funding to 2019/20. Furthermore the report mentions that the UK Government is still to announce how it will make £3.5bn of cuts in 2019/20 and how this will impact on funding to Wales. A review of the March 2016 published UK Budget shows that the projected funds available to the Welsh Government over the next 4 years will be cash flat.

- 5.2. It is expected that the Welsh Government will review its medium term budget early in 2017 and provide some indication of its future years' budget priorities and funding levels. However it is unlikely that we will have any certainty on figures until later this autumn. However, Ministers have indicated that they may not be able to continue to provide favourable settlements for future financial years. It is likely that due to pressures facing the Health service that the Welsh Government will continue to prioritise funding for Health, thus requiring other public services having to find more budget savings over the next few years.

## **6 Welsh Government Settlement Announcement**

- 6.1 The Cabinet Secretary for Finance and Local Government announced the provisional Local Government Settlement on 19<sup>th</sup> October and the final settlement on 21<sup>st</sup> December.
- 6.2 The provisional settlement, announced on 19<sup>th</sup> October, showed Welsh Government funding at £4.107bn an increase of £6m or 0.1% on 2016-17. For Neath Port Talbot County Borough Council this is a provisional increase of 0.5% or £8.4m better than had previously been expected. However, the first call on this better funding settlement will be the budget shortfall gap of £4.4m that had not been identified as part of the Draft Budget Report of 28 September 2016.
- 6.3 The Final Local Government Settlement was published on 21<sup>st</sup> December and confirms Welsh Government funding for 2017/18 amounts to £4.113bn. This included additional funding of a further £6m across Wales to support the prevention of homelessness. The consequence of this and other data changes resulted in a further increase for this Council of £775k resulting in an overall increase of 0.8% and total Welsh Government funding of £207.571m.

6.4 The headline figures included within the final settlement are:

	All Wales	NPT
2017/18 increase in Aggregate External Finance (AEF) after adjustment for grants transferred into settlement	0.2%	0.8%

6.5 New Monies - The final settlement includes

- £6m to support the prevention of homelessness,
- specific grants funding of £10 million in recognition of the particular financial challenges arising from domiciliary care provision, including workforce pressures, and
- £10 million for non-domestic rate relief targeted at businesses on the high street.

6.6 The settlement also provides £4.5m (NPT £230k) to fund the commitment to increase the capital limits from £24k to £30k used by local authorities relating to charges for residential care, and a further £0.3m (NPT £15k) to fund the commitment to introduce a full disregard of the War Disablement Pension in financial assessments for charging for social care.

6.7 The following former specific grants have been transferred into the settlement.

	Amount
Delivering Transformation Grant	£142k
Deprivation of Liberty Standards	£8k
Blue Badge funding	£1k
Food Hygiene Rating	£3k

The following funding has been transferred out of the settlement

Education Workforce Council Teachers Registration Fees	£46k
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Details of the All Wales funding for specific grants are included in Appendix 2.

## 7 The Council's Revenue Budget

- 7.1 The Cabinet Board report of the 28<sup>th</sup> September sought approval to commence consultation on the draft proposals for financial savings and income generation for 2017/18 and beyond.
- 7.2 The main budget included at Appendix 1 sets out the expenditure and funding for 2017/18, which is summarised below.

	2016/17	2017/18	Changes
	£'000	£'000	£'000
<b>Net Revenue Budget</b>	<b>270,896</b>	<b>274,677</b>	<b>3,781</b>
Funded by:			
Revenue Support Grant	163,137	161,547	-1,590
Non Domestic Rates	42,438	46,024	3,586
Discretionary Rate Relief	-209	-212	-3
Council Tax Yield	65,530	67,318	1,788
<b>Total Funding</b>	<b>270,896</b>	<b>274,677</b>	<b>3,781</b>

- 7.3 The annual change in the budget is summarised as follows:-

	£'000	£'000
Revised Guideline Budget 2016/17		<b>270,896</b>
Inflation, Pay awards and new monies		4,688
Net transfer into RSG (par 6.5)		108
Service Pressures (par 7.9)		4,764
Total Requirement		<b>280,456</b>
Directorate savings		
- Education, Leisure and Lifelong Learning	-1,248	
- Social Services, Health and Housing	-2,552	
- Environment	-1,115	
- Corporate	-864	-5,779
<b>Budget 2017/18</b>		<b>274,677</b>

- 7.4 The savings have been identified as a result of a prolonged and intensive level of professional and Cabinet Member input, which has examined current service provision and then proposes fundamental changes in the way Council operates and delivers services.
- 7.5 Proposals have been subject to consultation with the public, partners, staff and trade unions, and where appropriate with

service users, have been scrutinised by the relevant committees, and prepared in the context of prioritising the following improvement objectives:-

Safer Brighter Futures	Better outcomes for children and young people - to improve outcomes for children in need and looked after
Better Schools, Brighter Prospects	Strategic School Improvement Programme - to raise educational standards and attainment
Improving Outcomes, Improving Lives	Promoting high quality, responsive, citizen centred social care – to maximise the number of adults able to live independently, or without support in the home of their choice
Prosperity for All	Promoting economic growth – by investing in our town centres and communities to maximise job opportunities and improve access to employment
Reduce, Reuse, Recycle	Towards zero waste, to increase the % of waste recycled and composted
Digital by Choice	Improving customer experience and making better use of public money

- 7.6 Further work will be required during 2017/18 to ensure that the savings identified are delivered, and details are included in Appendix 4. Each individual Cabinet Board/Scrutiny Committee will meet throughout the year to scrutinise the implementation of the proposals and to monitor their achievement.
- 7.7 Pay award – the budget allows for a 1% pay award for all staff – subject to the terms of the workforce strategy outlined below
- Green book staff on grades 5 to 11 will be assimilated to the revised pay and grading structure. The assimilation is being phased in by the Council retaining the equivalent of half the annual pay award, for those staff on the top spinal point of each grade.
  - Green book staff on grades 12 and 13, Chief Officers, Soulbury, Youth and Community workers will make a pay contribution equivalent to the monetary value of the difference between the penultimate and maximum points of their

respective grades as at 1<sup>st</sup> April. The Council will retain half of the annual pay award for all staff on these grades.

- Councillors paid a salary above grade 4 will voluntarily contribute half of the annual pay award
- Teachers are not part of the workforce agreement

7.8 Price & income inflation – price inflation has been allowed on a selective basis and total income receipts have been assumed to increase by 1%, as a result of changes in price and volume.

7.9 Service pressures – a review of service pressures has been undertaken and the following additional amounts have been included in the budget.

	£'000
Education Leisure and Lifelong Learning	196
Social Services and Housing	827
Environment	2,542
Corporate	389
Pay and Pensions provision	300
Contingency	510
<b>Total</b>	<b>4,764</b>

Further details of these service pressures are included in Appendix 3.

7.10 Pay and Pensions Provision

A Pay and Pension provision of £650k has been made in 2017/18 as a contingency to cover the guaranteed funding level required by the Local Government Pension Fund Actuary. This is in addition to the 25.5% of pensionable pay included in Directorate Service Budgets.

7.11 Capital Financing costs/prudential borrowing £17.830m is included in the budget to meet the cost of capital financing charges. A separate report setting out the Council's capital programme is included on the agenda for today.

7.12 External bodies - The following provisions have been made in respect of precepts, levies and contributions to external bodies:



	2016/17	2017/18	Change
	£'000	£'000	£'000
Mid & West Wales Fire & Rescue Authority	6,851	7,104	253
Swansea Bay Port Health Authority	52	53	1
West Glamorgan Archive Service	97	92	-5
Magistrates Court	19	14	-5
Margam Joint Crematorium Committee	2	1	-1
<b>TOTAL</b>	<b>7,021</b>	<b>7,264</b>	<b>243</b>

- 7.13 Council Tax – The draft budget for consultation assumed that the council tax would increase by 3%. Following consultation and receipt of the final settlement this has been reduced for the final budget and it is now proposed that the Neath Port Talbot Council Tax at Band D will increase by 2.5% to £1,443.30, using a council tax base of 46,641.68.

Although the Council is required to state the Council Tax at Band D, approximately 84% of residents in Neath Port Talbot are charged below this level, with the majority seeing an increase of less than 9 pence per day.

Members should note that the Council Tax setting process for 2017/18 will be completed at the scheduled meeting on 1st March 2017. At that meeting Council will be required to set the total 2017/18 Council Tax incorporating the amount payable for this County Borough, the Police and Crime Commissioner for South Wales and relevant Community Council.

8. **Standard Spending Assessment** – The Council's budget for 2017/18 will be 4.61% or £12.096m above its Standard Spending Assessment of £262.581m, which is the Welsh Government's assessment of the need to spend.
9. **Consultation** – The following extensive engagement and consultation activities have been undertaken.
- Overarching public consultation on the Council's budget setting process (including on line web portal, comments via social media and feedback via boxes in public buildings)

- Specific consultation exercises with service users and wider stakeholders on proposals that required additional consultation;
- Internal consultation including Chief Executive question and answer sessions across the 3 main civic sites, intranet “post a question” facility, post a question boxes, and a dedicated email for staff. A copy of the Cabinet report was also placed in eight Council buildings so that staff without access to the intranet could take part in the consultation
- Partnership event 11<sup>th</sup> October 2016
- Stakeholder consultation (including elected members, forums, boards, committees, trade unions and other stakeholders)
- Written responses from external organisations.

A summary of the responses received is included in Appendix 8. Following receipt of responses from the public, staff, service users and Members it should be noted that some of the proposals originally consulted on have been amended as set out in this report

**10. Service Budget Information – the Authority’s plan to close the budget gap is through the following complimentary strategies**

- ensuring that all the individual savings (included in Appendix 4) are delivered in full.
- Improved efficiency and the elimination of waste – partly achieved from the range of service reviews that are taking place
- reduction in some service levels will occur together with some negative consequential quality impacts
- A Council Tax increase of 2.5%
- increased use of income generating opportunities and selective increases in fees & charges.

**11. Service Overview**

The following paragraphs provide a brief outline of the service changes, investments and implications arising from the 2017/18 Budget and savings proposals included in Appendix 4.

**11.1 Education Leisure & Lifelong Learning (ELLL)**

**Schools** – The Council is committed to prioritising investment in Schools and educating our children. Today’s proposed budget provides for a £336k cash increase in the budget to £79.952m. The budget considerations of 28<sup>th</sup> September 2016 consulted on a 1% reduction (£796k) in funding for schools for 2017/18, which has subsequently been reduced to a reduction of £434k (0.55%).

**Other** – The Council will be investing £23.5m in other Education Leisure and Lifelong Learning Services (in addition to the Schools Delegated Budget). This is inclusive of an additional £196k (Appendix 3) provided to cover additional pressures, helping to protect services to vulnerable families and children.

This investment is also net of the savings of £814k for the Directorate as set out in Appendix 4. Members will recall that as at September the draft savings for consultation totalled £998k. Following consultation the following savings proposals have been withdrawn, reduced or amended:-

Original Ref	Description	Original £'000	Comment	Proposed £'000
ELLL502	Home to School & College Transport route rationalisation	55	withdrawn	0
ELLL620, 717 & 718	Margam Park & Twyn yr Hydd Increased Income	75	withdrawn	0
ELLL711	Reduced subsidy to Lifeguard service	5	withdrawn	0
ELLL604	Restructure Library Service and transfer of Baglan and Skewen to communities	54	Reduced target. Working with communities for further savings	15
ELLL707	Reduce subsidy for Pontardawe Arts Centre	40	Reduced target	30
ELLL712	Reduce Special Education Needs Budget.  <b>Amended</b>	27	To be delivered via savings from reduced Management costs (£46k over two years)	27

## 11.2 Social Services Health & Housing

**Children's Services** – In 2017/18 the Council will continue to prioritise and make a significant investment of £22.8m in Children Services. The service continues to improve and has managed a reduction in the number of looked after children within the County Borough. This enables the service to make the £614k savings from its budget.

**Adult Services** – The Council will be investing £48.9m in Adult Social Care Services, which includes the following additional funding included in the settlement

- £230k to fund the commitment to increase the capital limits used by local authorities who charge for residential care from £24k to £30k
- £15k to fund the commitment to introduce a full disregard of the War Disablement Pension in financial assessments for charging for social care
- £286k for to fund work on homelessness prevention
- £1.248m to fund investment in domiciliary provision and workforce.

In addition the Council is providing a further £827k to fund specific pressures as set out in Appendix 3, including for growth in demand for services, additional costs associated with an increase in the living wage and apprenticeship levy.

As Members are aware, a multi-year funding increase in Residential Care fees has been agreed with providers and an additional payment premium is made available provided care providers meet quality service provision criteria.

Members should note that the Council is continuing to progress a significant change programme i.e. Transforming Adult Social Care, with associated savings of circa £1.9m being targeted. It should also be noted that the draft savings of £250k previously set out under SSHH701 in respect of Complex Needs services have been withdrawn. Also the savings of £330k previously included under SSHH704 i.e. Supporting People – review of housing services savings has been updated and replaced 3 specific savings as set out in Appendix 4 under SSHH705 to SSHH707.

The Social Services and Wellbeing Act 2014 encourages all Councils to maximise people's independence by providing support to people to live at home, encourage the provision of respite opportunities and right sizing of care packages. The Council is progressing this work, and various changes are being incrementally made to services and budget provision.

Community services continue to be developed in partnership with Health, in order to reduce the number of people requiring hospital, residential and nursing care. Work continues to be undertaken through the Pathways to Independence project to review and right size packages of care. Two specific areas continue to be targeted:-

- A major expansion of adult placement schemes to provide support within a family environment for people who may otherwise require residential care
- Increase uptake of direct payments to improve choice and control for people to purchase their own care. There will be a need to ensure that there is the right spectrum of services available in the market to achieve the desired outcomes.

### 11.3 Environment

For 2017/18 the Council will be investing £32.7m in Environment Services. This includes an additional £2.542m to cover service pressures and new investment. Members should note that similar to the current year the 2017/18 Budget includes a provision of £970k for one off investment in Environment Street scene work. Following consultation the budget provides new monies totalling £780k to cover the following activities:-

<b><u>Investment</u></b>	<b>Amount £'000</b>
Car Parking – to fund increased utilities costs and reduction in income following the change in the charging policy during 2016	100
School Crossing Survey Work	10
Learner Travel Wales Measure	75
Investment in Trade Waste to improve recycling targets	20
Extended hours to clean the town centres, Street scene maintenance within the town centres	140
Fast Road Cleaning including traffic measures/grass cutting	90

Flood Risk Plan & Mitigation	50
Drainage support for Development and Planning Section	40
Monitoring and assessment of the 60 Local Authority coal tips	30
Planning Service	150
Increase of existing food hygiene inspection staff hours in line with FSA audit requirements	45
Management of Health and Safety documentation	30

Members should also note that the following draft savings have been withdrawn following consultation:

Original Ref	Description	Original £'000	Comment	Proposed £'000
ENV533	Property Services	50	Withdrawn. Not feasible in addition to the £33k included under ENV618	0
ENV605	Increased income from Gipsy sites	25	withdrawn	0
ENV611	No provision of free parking for Christmas 2017	20	Withdrawn	0

However the Directorate will be required to deliver savings of £1.115m including the following:-

- Waste – savings on procurement and a restriction to be placed on the amount of side waste that will be collected.
- Community transport – savings that have been achieved from changes within social services resulting in reduced transport costs and a review of the remaining service.

#### 11.4 Corporate

For 2017/18 the Council will be investing £16.6m in Corporate Services. This includes an additional £389k to fund identified pressures. However the Directorate is also required to deliver significant savings of £864k which will be achieved by reducing staff costs through the voluntary redundancy scheme. This is

possible due to improved efficiencies and the move to increased digital services.

Members should note that the draft saving of £44k under CORP577 re Joint CCTV operation has been withdrawn as it is not deliverable. However, should an alternative option arise discussions with other Local Authorities will take place to look for a joint provision of this service.

## **12. Reserves**

Part of the overall budget preparation requirement is to undertake a review of the Authority's Reserves.

Specific reserves are established for an identified purpose and are used to fund either one-off items, or to assist with equalisation costs. Consideration must be given to the impact that utilising reserves may have on future year budgets.

The budget includes the application of £2.264m from specific reserves, resulting in a projected closing balance of £24.8m at 31<sup>st</sup> March 2018. Details of all specific reserve movements and projected balances are included in Appendix 5.

General Reserves are projected to increase from £17.3m to £18m by 31<sup>st</sup> March 2018, as set out in Appendix 6.

The Authority is required to retain a reasonable level of reserves. As at 31<sup>st</sup> March 2018 the general reserves equates to 6.56% of the Authority's net budget.

## **13. Section 151 Officer Responsibility and Risk Management – section 25 of the Local Government Act 2003 requires the Chief Financial Officer to report to Council on the “robustness of the estimates” used in calculating the budget requirement.**

The Director of Finance has made the necessary enquiries and received assurances from officers that the estimates are prudent and achievable.

A contingency of £1.55m has been set aside to fund any variations and their risks in delivering the savings included in the budget.

Outlined below are a number of risk areas that will need to be actively managed during 2017/18

- Containment of expenditure within the cash limit in light of the significant additional savings strategies
- Continuous improvement in children services, including reductions in the number of looked after children
- Delivering the 2016/17 base budget savings in Social Services and continuing to work with the Health Service to reduce delays in discharge from Health Care.
- Potential delays in implementing the savings strategies and decisions.
- Correct assessment of budget pressures
- Correct provision of inflationary increases linked to CPI/RPI
- Changes in taxation
- Unplanned use of the general reserve
- Diminishing capital receipts
- Late announcement and in-year reduction in specific grants
- Ability to deliver WG recycling targets, to minimise financial penalties
- Loss of experience and knowledge due to staff leaving on ER/VR
- Guaranteed pension payment value
- SWTRA Contract – impact of significant savings required to deliver the Welsh government contract for services
- MREC, waste management and other contractual pressures
- Implementation of the requirement of the Social Services Wellbeing Act 2014
- Implementation of the Welsh Language Standards
- Additional costs of properties declared as surplus, prior to disposal
- Variations to the number of claimants for Council Tax Support
- Identify future year savings proposals during a period of public sector funding austerity
- Future years funding requirements for capital investment

**14. Equality Impact Assessment** – The Equality Act 2010 requires public bodies to assess the likely impact of proposed policies and practises on its ability to comply with the general duty (to have



due regard to the need to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity, and foster good relations between different groups) for all people with protected characteristics.

As demand for services and the corresponding budget requirement exceed the funding available, there is an overall negative impact on the Council's ability to deliver services in 2017/18 at the same level as for 2016/17.

Further information relating to the Council's Equality Impact Assessment Statement for the 2017/18 Budget is included in Appendix 7.

## **15. Crime and Disorder Impact**

The Council has a legal duty under Section 17 of the Crime and Disorder Act 1998 to carry out all its various functions with "due regard to the need to prevent Crime and Disorder in its area".

The Council will continue to monitor crime and disorder across the county borough with partners to ensure that the impact of these proposals is regularly reviewed.

## **16. Sustainable Development**

The Wellbeing of Future Generations (Wales) Act 2015 introduced a requirement on the Council to act in accordance with the sustainable development principle.

The budget report incorporates many service change proposals which, taken together, represent a significant change in the Council's service delivery arrangements. The Council has worked hard, with its partners to strike the right balance in its overall proposals. This has included: protection for some services that enable early intervention and prevention activities that reduce demand on public services whilst promoting wellbeing; protection for integrated services that have been established to deliver more joined up services for citizens; protection for services that have a long term impact on sustainability; and protection for key collaborative arrangements. The areas that have been protected most are reflected in the six improvement objectives that the Council has set and which will continue to apply in 2017/18 which

are referred to earlier in this report. Following the elections the new Council will review and consult on new Wellbeing goals and priorities.

Nevertheless, whilst the Council has afforded protection to a range of activities that embrace the sustainable development principle, the budget position has required the Council to make other proposals which translate into service reductions or in some instances the withdrawal of services. In some instances services are being sustained in different service models, such as the transfer of assets and services to community groups. In other instances service areas are being rationalised and reorganised to mitigate the worst impacts of the related changes. Overall, the budget assumes that there will be up to 50 staff leaving under ER/VR, the impact of which will reduce the number of jobs within the Council. Whilst the Council has made efforts to embrace the sustainable development principle in developing its budget proposals, it is inevitable, given the scale of changes that there will be some negative impacts arising from proposals.

Setting a balanced budget for 2017/18 will assist the Council in being able to demonstrate that it is managing its financial and operational statutory duties on a sustainable basis. Where there are budget reductions these are specifically identified within appendix 4 to the report and an Equality Impact Assessment has been undertaken where appropriate.

## **17. Workforce Implications**

The net budget for 2017/18 amounts to £274.7m. In order to balance the budget financial savings of £5.8m are required but these are partly offset by additional monies provided of some £4.7m as set out earlier in this report. It is expected that some 50 staff will leave the Council's employment by 31<sup>st</sup> March 2017 through the ER/VR scheme.

## **18. Legal Impact**

The Council has carried out both general and specific consultation on the Council's priorities and potential savings proposals as set out in the Cabinet report of 28<sup>th</sup> September 2016. Due regard is given to statutory service requirements and legislation in finalising changes to service delivery, budget

reductions and their implications on service users. Members should consider carefully the responses to consultation and the Equality Impact Assessments.

- 19 **Medium Term Budget Forecast** – The Local Government Act 2003 and the Prudential Code infer a statutory requirement to prepare 3 year budgets, and to show affordability and sustainability in the decision making process.

Budget proposals for future years are based on the following assumptions

	2018/19	2019/20	2020/21
WG funding	-2.5%	-2.0%	0.0%
Pay & Pension Provision	2.0%	2.0%	2.0%
Price inflation	2.0%	2.0%	2.0%

Service pressures and savings proposals have also been included in the budget forecast (see Appendix 3 and 4). This report includes a balanced budget for 2017/18, but indicates that savings solutions of circa £24.1m are required over the following 2 years. This will be addressed as part of the ongoing Forward Financial Planning process.

20. **Fees & Charges** - the budget assumes a general uplift of 1% in total income receipts, arising from a combination of variations in price and activity. The general principle applied is that price increases should reflect anticipated inflationary increases, but must also be set in the context of the service and budget pressures facing the Authority. Charges must be sustainable in the future, consider the social impact and meet equality requirements.

Due to the divergent timing of budget and fee setting, it is recommended that decisions are delegated to the appropriate Corporate Director

- For Executive Functions - in consultation with the Leader, relevant Cabinet Member and Chair of the relevant Scrutiny Committee,
- For non-Executive Functions - in consultation with the Leader, Deputy Leader and Chair of the appropriate committee

## 21. Recommendations

It is recommended that Members having due regard of the Equality Impact Assessment information set out in this report and its Appendix 7 determine:

- a) That the following matters are delegated to the appropriate Corporate Director following consultation with the Council Leader, relevant Cabinet Member and Chair of the relevant Overview and Scrutiny committee:-
  - Fees and charges applicable for the financial year 2017/18
  - Fees and Charges which are applicable in any subsequent financial year and which, in the opinion of the relevant Corporate Director, need to be set in advance of the financial year for operational reasons.
  
- b) After reviewing the content of this report Cabinet commends to Council the following:
  - i) Latest budget position 2016/17 – approve the revised budget position and arrangements for 2016/17
  - ii) The Council's Revenue Budget 2017/18
    - Take account of the Equality Impact Assessment and Crime and Disorder impacts in setting the budget for 2017/18
    - Approve the Net Revenue Budget requirement for 2017/18, and the service plans for the delivery of the budgets
    - Approve the budget/forward financial plan savings (outlined in Appendix 4)
    - Instruct Corporate Directors to progress the savings and improvement programme for the Authority
  
  - iii) Fees and charges for non-executive functions – that the determination of the following matters be delegated to the appropriate Corporate Director

following consultation with the Council Leader, Deputy Leader and Chair of the relevant Non Executive committee

- Fees & charges applicable in 2017/18
- Fees and charges applicable in any subsequent financial year and which, in the opinion of the Corporate Director, need to be set in advance of that financial year for operational reasons

iv) Council Tax 2017/18 – That the 2017/18 Band D equivalent for Neath Port Talbot County Borough Council will be £1,443.30.

## 22. **Reasons for Proposed Decisions**

- To fulfil the statutory requirement to determine the budget for 2017/18.
- To seek support for the Council's Forward Financial Plan.
- To agree arrangements for Fees and Charges.

## 23. **Implementation of Decision**

The decision is proposed for implementation after consideration and approval by Council.

## 24. **Appendices**

Appendix 1 – Revenue Budget Summary 2017/18

Appendix 2 – Welsh Government Grants

Appendix 3 – Service Plan Pressures and Investment

Appendix 4 – Savings Solutions – Budget & Forward Financial Plan

Appendix 5 – Specific Reserves

Appendix 6 – General Reserve

Appendix 7 – Equality Impact Assessment for Budget 2017/18

Appendix 8 – Consultation Summary

## 25. **Background Papers**

Cabinet Report of 28<sup>th</sup> September 2016

Budget working papers 2017/18

Welsh Government Guidance on Scrutiny of Local Authority holding and Utilising of Reserves

Consultation Responses

Equality Impact Assessments

26. **Officer Contact**

For further information on this report item, please contact:

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## Revenue Budget Summary

	2016/17 Original Budget £'000	2016/17 Revised Budget £'000	2017/18 Original Budget £'000
<b>Directly Controlled Expenditure</b>			
Education, Leisure and Lifelong Learning	103,208	103,559	103,499
Social Services Health and Housing	75,138	75,173	76,444
Environment	31,458	31,719	32,710
Corporate Services	16,635	16,546	16,554
<b>Total Directly Controlled Expenditure</b>	<b>226,439</b>	<b>226,997</b>	<b>229,207</b>
<b>Levies</b>			
Swansea Bay Port Authority	52	52	53
Fire Authority	6,851	6,851	7,104
Margam Crematorium	2	1	1
<b>Contributions</b>			
Archives Service	97	97	92
Magistrates Court	19	19	14
<b>Other Expenditure</b>			
Capital Financing ( net of interest receipts)	16,408	16,519	17,830
Council Tax support (100%)	17,404	17,404	17,397
Contingency - General	1,334	1,017	1,550
Pay and Pensions Provision	1,511	1,292	650
Contingency - Management of Change	800	668	800
Contribution from Fire Authority Reserve	-21	-21	-21
<b>NET REVENUE EXPENDITURE</b>	<b>270,896</b>	<b>270,896</b>	<b>274,677</b>
<b>INCOME</b>			
Revenue Support Grant	163,137	163,137	161,547
National Non Domestic Rates	42,438	42,438	46,024
Discretionary Rate Relief	-209	-209	-212
Council Tax	65,530	65,530	67,318
<b>TOTAL INCOME</b>	<b>270,896</b>	<b>270,896</b>	<b>274,677</b>

## WELSH LOCAL GOVERNMENT SETTLEMENT 2017-18

Final - Table 9: List and estimated amounts of Grants for Total Wales

Existing Grant name	£m		Notes
	2016-17	2017-18	
<b>Communities and Children</b>			
Prevention and Early Intervention (PEI)	0.000	154.383	
Supporting People	123.688	123.688	
Flying Start Revenue Grant	76.052	PEI	New spending line PEI
Families First	38.352	PEI	New spending line PEI
Communities First	27.539	PEI	New spending line PEI
Communities for Work	6.151	PEI	New spending line PEI
Cardiff Bay Legacy	5.891	5.891	
Promoting Positive Engagement for Young People	4.330	4.330	
Out of School Childcare	2.300	PEI	New spending line PEI
Domestic Abuse Grant	1.938	1.938	
Lift	0.980	PEI	New spending line PEI
Community Cohesion	0.360	0.360	
Town Centre Partnership	0.220	NA	
Remploy Employment Support Grant	0.198	0.000	
Welsh Adoption Register	0.103	0.100	
Business Improvement District Development	0.076	0.050	
Armed Forces Day	0.020	0.020	
<b>Economy and Infrastructure</b>			
Concessionary Fares	60.557	NA	
Bus Services Support Grant	25.000	NA	
Young Persons Discounted Bus Travel Scheme	9.750	NA	
Bus Revenue Support Traws Cymru	2.187	NA	
Road Safety Grant	2.000	2.000	
CyMAL Revenue	0.415	NA	
New Developments	0.149	NA	
Travel Plan Co-ordinators	0.125	0.125	
Community Rail Partnership	0.065	0.080	
Bus Revenue Support	0.050	NA	
Enterprise Zones	0.050	0.035	
Blue Badge	0.010	RSG	Transferred into Settlement
<b>Education</b>			
Curriculum and Assessment	..	2.480	(C&A - new spending line)
Education Improvement Grant	134.282	133.282	
Pupil Deprivation Grant	87.304	93.746	
Schools Challenge Cymru	7.962	0.000	
Pioneer Schools	6.283	6.740	
GCSE Support Programme Grant	3.415	C&A	New spending line C&A
Additional Learning Needs Innovation Fund	0.904	1.100	
School Uniform Grant	0.736	0.736	



## Appendix 2

<b>Existing Grant name</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Notes</b>
Modern Foreign Languages	0.480	C&A	New spending line C&A
Mentoring and Networking Support for Head teachers	0.100	0.100	
Special Schools Grant	0.100	0.000	
National Numeracy Tests - Supported Marking Grant to Consortia	0.020	0.020	
<b><i>Environment and Rural Affairs</i></b>			
Single Revenue Grant	64.320	60.000	
<b><i>Health, Wellbeing and Sport</i></b>			
Deprivation of Liberty Safeguards	0.184	RSG	Transferred into Settlement
<b><i>Lifelong Learning and Welsh Language</i></b>			
Post-16 Provision in Schools	101.000	NA	
Adult Community Learning	3.811	NA	
Youth Work Strategy Support	2.756	2.756	
Youth Engagement & Progression	1.100	1.100	
Learning in Digital Wales (Phase 2)	0.500	0.500	
Person Centred Practice	0.286	0.015	
Development of the Seren Network	0.100	0.100	
<b><i>Skills and Science</i></b>			
SBRI Innovation Accelerator Programme	0.015	0.090	
<b><i>Social Services and Public Health</i></b>			
Welsh Independent Living Grant	26.764	27.000	
Substance Misuse Action Fund	22.663	22.663	
Social Care Workforce Development Programme	7.149	0.000	Transferring to Social Care Wales
Delivering Transformation Grant	2.830	RSG	Transferred into Settlement
Secure Estates	0.448	0.448	
Food Hygiene	0.057	RSG	Transferred into Settlement
<b>All Grants</b>	<b>864.125</b>	<b>646.287</b>	
<b>All Grants excluding NA (for like-for like comparison)</b>	<b>657.905</b>	<b>646.287</b>	

### Note

The information shown above details the grants where the amount that Total Wales will receive in 2016-17 and estimated amounts for 2017-18 are known. It is important to note that amounts for future years are indicative at this stage and are liable to change. Formal notification of grant allocations is a matter for the relevant policy area.

NA = figures not available at time of publication

.. = not applicable

## Revenue Service Pressures and Investment

Ref	Service area	2017/18	2018/19	2019/20
		£'000	£'000	£'000
ELLL5	Home to School Transport - Welsh Medium 2nd campus	0	65	100
ELLL6	Ysgol Bae Baglan Pay Protection	121	-27	-53
ELLL7	Apprenticeship Levy	75	0	0
SSHH44	Adult Services LD - growth	100	100	100
SSHH48	Adult Services LD - transition growth	150	100	100
SSHH50	Living Wage – Contracts	450	595	630
SSHH51	Apprenticeship Levy	127	0	0
ENVT11	Additional refuse, recycling, and additional residual waste	200	0	0
ENVT12	Active Travel Plan - Integrated Network Maps	30	0	0
ENVT13	Japanese Knotweed - remediation of land	50	0	0
ENVT14	Waste Recycling - Prudential borrowing for 2 back lane recycling vehicles. WG grant funding other recycling vehicles	31	0	0
ENVT15	Waste - Enforcement of side waste policy & recycling promotion to move towards 64% recycling target	100	0	0
ENVT16	Highway Bridges	30	0	0
ENVT17	Highway barrier safety, land drainage, pumping station new contract, signalling crossings	60	0	0
ENVT18	Housing Wales Act 2014 - Compulsory registration and licensing for landlords from October 2016.	46	0	0
ENVT19	Single Environment Grant - reduction in quantum of 6.72%. Further reductions expected in future years.	190	100	100
ENVT21	One off funding for Environment and Street scene	970	-970	0
ENVT22	Environment Directorate New Investments (see para 11.3)	780	0	0
ENVT23	Apprenticeship Levy	55	0	0
ENVT24	Environmental Health pressure	0	25	0
CORP12	ICT service commitments	40	0	0
CORP13	Corporate Strategy - Wellbeing of Future Generations Act 2015. Funding for support work to Public Services Board (PSB)	38	0	0

## Revenue Service Pressures and Investment

Ref	Service area	2017/18	2018/19	2019/20
		£'000	£'000	£'000
CORP14	Community Safety - Counter Terrorism and Security Act. Channel Panel Chair and Training	25	0	0
CORP15	Court Deputy Service – 40% increase in case work.	45	0	0
CORP16	Housing Benefit Admin Subsidy Grant reductions	70	100	100
CORP17	Welsh Language – Council wide provision	50	0	0
CORP18	Coroner Service	50	0	0
CORP19	Apprenticeship Levy	71	0	0
OTH004	Living Wage - NPT	0	219	416
OTH005	Workforce strategy - current strategy ends 31 March 2018	0	1,800	0
OTH008	Living Wage - other contracts	300	250	250
CONT1	General Contingency	510	500	500
	Total	4,764	2,857	2,243

## Budget Savings 2017 to 2020

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ELLL524	ECR	Leisure Services	Aled Evans	Reduction in Celtic Leisure contract sum via contract efficiencies	1,568	13%	200	0	0
ELLL604	ECR	Restructure of library service / further reduction or transfer of library provision	Andrew Thomas	Secure efficiencies in Baglan and Skewen Libraries. Explore further options by working closely with both communities. Savings proposal for 2017-18 reduced from £54k to £15k following consultation.	1,555	1%	15	0	0
ELLL605	ECR	Reduction in subsidy for Cefn Coed Museum	Chris Millis	Continue consultation and working with the Friends of Cefn Coed Museum to make efficiency savings.	65	15%	10	0	0
ELLL624	CYPE	Increase price of school meal by 10p to £2.30 from September 2017	Chris Millis	Increase price for school meals charged to parents	1,814	2%	30	0	0
ELLL626	CYPE	Review of Welsh Translation Unit income and running costs	Chris Millis	Cost efficiencies and service charges moving towards full cost recovery over time	75	27%	20	0	0
ELLL701	CYPE	Reduction of Schools Base budget	Aled Evans	Less funding for schools.	79,616	1%	434	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ELLL702	CYPE	Reduce the DBS budget	Chris Millis	Traditionally the LA has paid for DBS checks on behalf of schools. This is no longer sustainable. Schools will be required to comply with the Safer Recruitment Policy. Regional working has reduced the unit costs.	251	11%	28	0	0
ELLL703	CYPE	School Cleaning - moving towards full cost recovery over time.	Chris Millis	Risk that schools may choose to opt out of using the service.	173	44%	76	0	0
ELLL704	CYPE	Age profiles of children attending out of county placements	Andrew Thomas	No major impact, pupils will have reached school leaving age. Possible potential savings in special school transport costs.	1,614	26%	135	213	72
ELLL705	CYPE / ECR	Vacancy Management	Andrew Thomas / Chris Millis	Additional workload for staff. Prioritised workloads.	19,000	0%	30	0	0
ELLL706	ECR	Increase Income Target - NPT Works	Chris Millis	Continued improvement in service delivery.	568	5%	30	0	0
ELLL707	ECR	Reduce Subsidy - Pontardawe Arts Centre	Andrew Thomas	Further reduction in funding to theatres, possibly a reduction in opening times. Following consultation the 2017-18 reduction reduced from £40k to 30K.	487	23%	30	40	40

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ELLL708	ECR	Reduce Subsidy - Gwyn Hall	Andrew Thomas	More efficient management of Celtic Leisure contract.	260	46%	40	40	40
ELLL709	ECR	Re-structure specific service delivery due to changes in level of service provision	Andrew Thomas	Two year redeployment of a member of staff to a grant funded post, thereby saving core costs.	146	27%	39	0	0
ELLL710	CYPE / ECR	Innovative use of grant funding	Andrew Thomas / Chris Millis	Review existing grants in order to maximise the use of grant funding.	20,227	0%	100	0	0
ELLL712	CYPE	Reduce Special Education Needs budget for schools. <b>Amended to a reduction in management costs.</b>	Andrew Thomas	We have listened to the consultation responses and are not making any cuts to SEN budgets. All attempts will be made to secure the £27k and £19k from a reduction in management costs.	406	11%	27	19	0
ELLL713	CYPE	Negotiate a 10% reduction towards the Core Costs of ERW	Chris Millis	Reduced contribution towards the central support team of ERW.	1,177	0%	4	0	0
ELLL714	ECR	Withdraw match support for Disability Sports Coordinator's post	Chris Millis	Withdrawal of match funding support for a Disability Sports Coordinator.	129	12%	0	15	0
ELLL715	CYPE	Implementation of the recommendations from the catering review	Chris Millis	Reduction in the conditions of service for staff.	1,814	6%	0	100	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ELLL716	ECR	Ensure that the running costs of Tir Morfa Education Centre are self financing	Chris Millis	Potential additional pressure on Adult Education, Skills and Training Unit and Youth Service Budgets.	76	100%	0	76	0
SSHH514	SCHH/ CYPE	Workforce Strategy Savings	All SSHH	Implement new grading structure.	32,000	0%	95	0	0
SSHH516	SSHH	Homecare - Review of savings opportunities	Nick Jarman	Continue to improve the efficiency of the Homecare Service	3,981	8%	338	0	0
SSHH540	CYPE	Children Services	Andrew Jarrett	Savings arising from ongoing reductions in Looked After Children	22,071	3%	614	0	0
SSHH543	SCHH	Restructure of Social Work Teams	Nick Jarman	Full year impact of previous years changes to Social Work workforce operations	2,997	4%	125	0	0
SSHH605	SCHH	Respite and day care	Nick Jarman	Modernisation of LD and OP respite and day care-rationalisation of premises and increase capacity utilisation (particularly Trem-y-Mor respite). Savings in Transport included by Environment Directorate.	2,149	12%	250	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
SSHH702	SCHH	Community Resource Team	Andrew Jarrett	Improve the flow of service users through the whole system which will allow more efficient use of the reablement service. Anticipated savings should arise from reduced demand for long term residential care and reduced hours of domiciliary care.	2,566	12%	300	0	0
SSHH703	SCHH	Placements Budget	Andrew Jarrett	Reduce Placements budgets (extend the PTI approach to all packages of care), implement Local Area Co-ordination model and re-introduce panel arrangements for elderly residential care.	32,150	2%	500	0	0
SSHH705	SCHH	Supporting People	Angela Thomas	Review of externally commissioned housing services resulting in better use of grant to support independent living and Learning Disability Services.	4,894	5%	225		
SSHH706	SCHH	Housing Services	Angela Thomas	Savings from staff vacancy and better use of hostels	1,003	6%	65		
SSHH707	SCHH	Commissioning Service	Angela Thomas	Restructure and staff savings	729	5%	40		
ENV508	E&H/E CR	Workforce Strategy Savings	All ENVT	Implement new grading structure	14,000	0%	14	0	0



Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ENV531	ECR	Cease security contract for Authority's Properties	S Brennan	Cease security contract costs	2,295	1%	20	0	0
ENV534	ECR	Reduce Building Maintenance expenditure	Simon Brennan	Will reduce maintenance works on County's buildings	1,804	3%	50	0	0
ENV556	E&H	Waste Disposal	Michael Roberts	Anticipated procurement savings	4,811	3%	160	0	0
ENV639	E&H	Waste Collection	Michael Roberts	Savings from side waste restriction	1,552	3%	40	0	0
ENV603	ECR	Planning	Nicola Pearce	Revised table of charges for pre-applications	217	5%	10	0	0
ENV606	ECR /E&H	Civic Building	Simon Brennan	Additional rental Income at Pontardawe One Stop Shop	2,295	0%	8	0	0
ENV612	ECR	Sandfields Young Business Centre	Simon Brennan	Increase Income	63	16%	10	0	0
ENV614	ECR	Planning	Nicola Pearce	Reduce car allowances, professional fees, advertising costs.	217	6%	12	0	0
ENV615	ECR	Building Control	Nicola Pearce	Reduce office and general expenditure	268	3%	8	0	0
ENV616	ECR	Planning Policy	Nicola Pearce	Reduce office and general expenditure	332	1%	2	0	0
ENV617	E&H	Wildlife, Countryside and Biodiversity	Nicola Pearce	Reduction in expenditure	156	7%	11	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ENV618	ECR	Property division	Simon Brennan	Running costs savings re asset management, strategic development and land acquisition	539	6%	33	0	0
ENV623	ECR	Business Support Fund	Simon Brennan	Decrease in Budget available to support Businesses	269	3%	9	0	0
ENV644	ECR	Building Maintenance	Simon Brennan	Reduction in building maintenance budget	1,804	3%	50	0	0
ENV626	ECR	Planning	Nicola Pearce	Reduce staff costs	217	17%	36	0	0
ENV627	E&H	Wildlife, Countryside and Biodiversity	Nicola Pearce	Reduce staff costs	156	23%	36	0	0
ENV629	ECR /E&H	Civic Building	Simon Brennan	Reduce staff costs	2,295	1%	20	0	0
ENV637	E&H	Community Transport	Dave Griffiths	Full year savings from changes to Social Service Day Services in 2016/17 resulting in reduced transport costs	1,145	23%	260	0	0
ENV640	E&H	Street furniture	Michael Roberts	Reduce purchases	29	10%	3	0	0
ENV641	E&H	Public Conveniences	Simon Brennan	Review and close public conveniences e.g. Resolven	191	8%	15	0	0
ENV645	E&H	Management of stray dogs	Michael Roberts	Full year impact of savings partially delivered in 2016/17	117	9%	10	0	0
ENV701	E&H	Community Services Transport Savings	Dave Griffiths	Service review including vehicle running cost savings	1,145	17%	200	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
ENV702	E&H	Transport Admin staff reduction	Dave Griffiths	Staffing savings	637	4%	23	0	0
ENV703	ECR /E&H	Cease to use MENTOR system	Michael Roberts	Functionality being replaced by in-house solution	3,506	1%	49	0	0
ENV704	E&H	Survey Team	Michael Roberts	Reduction in staff costs	89	29%	26	0	0
ENV705	E&H	Crematorium/ Cemeteries	Michael Roberts	Amalgamation of the two services.	1,000	5%	0	20	33
ENV706	ECR /E&H	Asset Sponsorship	Nicola Pearce	Income generation - delayed to 2018/19 due to lead in time	332	23%	0	75	0
CORP503	PRB	Workforce Strategy Savings	All CORP	Implement new grading structure	18,000	0%	40	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
CORP576	PRB	Introduce revised access to service policy across council	Karen Jones	Implement the digital by choice strategy, moving more customers to self-serve options thus reducing the volume of telephone and face to face enquiries. The channel shift will reduce the staffing requirement across Customer Services and change the skills mix. New voice technology to provide opportunities to automate a significant element of the switchboard function. The target has been reprofiled over the next 3 years, rather than £150k in 2017/18 due to delays in introducing new voice technology.	547	24%	22	75	36

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
CORP577	PRB	Review of CCTV operation to further reduce costs	Karen Jones	Discussion with the City and County of Swansea to establish if a business cases exists to create a joint CCTV monitoring service which would restore 24/7 monitoring across the remaining CCTV cameras have been unsuccessful thus the draft saving of £44k in 2017/18 has been withdrawn. The target has been reduced from £114k as Members elected not to pursue further reduction in the monitoring service. The £30k savings in 2019-20 are available following end of current contract period.	236	13%	0	0	30
CORP591	PRB	Legal Staffing	David Michael	Reduction in Childcare Legal Team and other legal services running costs.	857	12%	100	0	0
CORP598	PRB	ICT - Strategies to be identified	Steve John	Identify new income streams - but if these cannot be identified will result in reduction of staff.	4,104	9%	359	0	0
CORP602	PRB	Human Resources	Sheenagh Rees	Reduce non salary budget lines, e.g. car allowances, printing expenses, postage costs, etc.	1,264	1%	15	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
CORP603	PRB	Reduce Corporate Training Budgets	Sheenagh Rees	Reduced provision of corporate management development and equalities training, which will now be minimal.	208	5%	11	0	0
CORP604	PRB	Reduce Occupational Health Professional fees budget	Sheenagh Rees	Introduction of Occupational Health on line referral system and the referral hotline number will reduce unnecessary referrals to the service and increase capacity of professional nursing team, reducing the need for externally purchased service.	268	7%	10	10	0
CORP608	PRB	Democratic Services	Karen Jones	Reduce budgets to reflect actual costs across a range of headings	1,362	1%	15	0	0
CORP609	PRB	Corporate strategy	Karen Jones	Remodelling of staffing arrangements to take account of the impact of new legislation on the corporate strategy function	256	9%	18	6	0
CORP613	PRB	Financial Services - increase Income generation	Dave Rees	Limited scope for income generation	2,616	1%	23	0	0
CORP614	PRB	Financial Services - reduce staffing across the division	Dave Rees	Reduced capacity to provide services to the public and other directorates following staffing reductions via ER/VR.	5,247	4%	210	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
CORP701	PRB	Non staff savings	Dave Rees	Limited scope for further non staff savings	891	1%	6	0	0
CORP702	PRB	Staff reductions	S John	The ICT service will be significantly reduced. Development capacity will fall and service requests will take longer to effect. Income generation and/or collaborative opportunities may offset some job losses/service issues. A number of posts are funded from reserves which will be exhausted by March 2018	4,104	10%	0	200	200
CORP703	PRB	Increase Emergency Planning Team charges for externally provided services carried out in relation to COMAH work to ensure full cost recovery.	Sheenagh Rees	The Council has a duty to address the statutory requirements of the COMAH regulations including the development, production, maintenance and testing of COMAH off site emergency plans. The Council is entitled to recover the costs for providing this service. The charging regime has been reviewed to ensure that costs match current service provision.	87	8%	7	0	0

Ref	Board	Description	Lead	Main Impacts	Net Budget 2016/17	Savings over 3 years	2017/18 £000	2018/19 £000	2019/20 £000
CORP704	PRB	Delete vacant Assistant HR officer post	Sheenagh Rees	The team will no longer have a 'training grade' post which has been used to grow our own HR Officers - a result of this, should HR Officer vacancies arise which need to be filled, will be that that we will have to go to the external market to fill.	1,264	2%	28	0	0
CORP705	PRB	Human Resources - Occupational Health, Health & Safety	Sheenagh Rees	Delete partial hours where post holders have reduced their working hours.	1,264	1%	0	15	0
		Total					5,779	904	451



## Specific Reserves

Description	Reserve at 1st April 2016	Reserve Movements 2016/17		Balance at 31 Mar 2017	Reserve Movements 2017/18		Balance at 31 Mar 2018
	£000	To £000	From £000	£000	To £000	From £000	£000
<b>EDUCATION, LEISURE &amp; LIFELONG LEARNING</b>							
<i>Delegated Schools Cash Reserves</i>							
ERVR Primary	Cr 31	Cr 12	0	Cr 43	0	0	Cr 43
Primary Schools Reserve A/C	Cr 2,322	0	0	Cr 2,322	0	0	Cr 2,322
Secondary Schools Reserve A/C	Cr 763	0	0	Cr 763	0	0	Cr 763
Special Schools Reserve A/C	Cr 131	0	0	Cr 131	0	0	Cr 131
Repairs and Maintenance Reserve	Cr 161	0	0	Cr 161	0	0	Cr 161
	Cr 3,408	Cr 12	0	Cr 3,420	0	0	Cr 3,420
<i>Education, Leisure and Lifelong Learning</i>							
Education Equalisation Account	Cr 1	0	1	0	0	0	0
Home to School Transport	Cr 92	0	92	0	0	0	0
	Cr 93	0	93	0	0	0	0
<b>Total Education Leisure &amp; Lifelong Learning</b>	<b>Cr 3,501</b>	<b>Cr 12</b>	<b>93</b>	<b>Cr 3,420</b>	<b>0</b>	<b>0</b>	<b>Cr 3,420</b>

Description	Reserve at 1st April 2016	Reserve Movements 2016/17		Balance at 31 Mar 2017	Reserve Movements 2017/18		Balance at 31 Mar 2018
	£000	To £000	From £000	£000	To £000	From £000	£000
<b>SOCIAL SERVICES, HEALTH &amp; HOUSING</b>							
<b><i>Hillside Secure Unit</i></b>							
Hillside General Reserve	Cr 1,776	Cr 135	303	Cr 1,608	Cr 139	202	Cr 1,545
	Cr 1,776	Cr 135	303	Cr 1,608	Cr 139	202	Cr 1,545
<b><i>Other</i></b>							
Substance Misuse Joint Committee	Cr 34	0	0	Cr 34	0	0	Cr 34
Asset Recovery Incentive Scheme	Cr 86	0	86	0	0	0	0
Homecare ECM Equipment Reserve	Cr 33	Cr 19	9	Cr 43	Cr 10	0	Cr 53
Community Care Transformation Reserve	Cr 37	0	0	Cr 37	0	0	Cr 37
Social Services Equalisation	Cr 40	0	0	Cr 40	0	0	Cr 40
Residential Care - Rent Provision	Cr 312	Cr 78	0	Cr 390	0	0	Cr 390
Youth Offending Team - Equalisation	Cr 133	0	0	Cr 133	0	0	Cr 133
	Cr 675	Cr 97	95	Cr 677	Cr 10	0	Cr 687
<b>Total Social Services Health &amp; Housing</b>	<b>Cr 2,451</b>	<b>Cr 232</b>	<b>398</b>	<b>Cr 2,285</b>	<b>Cr 149</b>	<b>202</b>	<b>Cr 2,232</b>

Description	Reserve at 1st April 2016	Reserve Movements 2016/17		Balance at 31 Mar 2017	Reserve Movements 2017/18		Balance at 31 Mar 2018
	£000	To £000	From £000	£000	To £000	From £000	£000
<b>ENVIRONMENT</b>							
<i>Directorate</i>							
Concessionary Fare - Bus Pass Replacement Reserve	Cr 122	Cr 30	0	Cr 152	0	0	Cr 152
Asset Recovery Incentive Scheme	0	Cr 86	0	Cr 86	0	0	Cr 86
Local Development Plan Economic Development	Cr 126 Cr 85	Cr 126 Cr 240	126 285	Cr 126 Cr 40	0 Cr 200	39 200	Cr 87 Cr 40
Winter Maintenance Reserve	Cr 536	0	0	Cr 536	0	0	Cr 536
Building Maintenance Reserve	Cr 87	Cr 100	87	Cr 100	0	100	0
Environment Equalisation Reserve	Cr 148	0	59	Cr 89	0	50	Cr 39
Environment Legacy Reserve (SWTRA)	Cr 60	0	0	Cr 60	0	0	Cr 60
	Cr 1,164	Cr 582	557	Cr 1,189	Cr 200	389	Cr 1,000
<i>Operating Accounts</i>							
Fleet Maintenance Reserve	Cr 100	Cr 12	15	Cr 97	0	15	Cr 82
Vehicle Tracking	Cr 12	0	12	0	0	0	0
Operating Accounts -Vehicle Renewals	Cr 1,744	0	966	Cr 778	0	498	Cr 280
	Cr 1,856	Cr 12	993	Cr 875	0	513	Cr 362
<b>Total Environment</b>	<b>Cr 3,020</b>	<b>Cr 594</b>	<b>1,550</b>	<b>Cr 2,064</b>	<b>Cr 200</b>	<b>902</b>	<b>Cr 1,362</b>

Description	Actual Reserve at 1st April 2016	Reserve Movements 2016/17		Estimated Balance 31 March 2017	Reserve Movements 2017/18		Estimated Balance 31 March 2018
	£000	To £000	From £000	£000	To £000	From £000	£000
<b>FINANCE AND CORPORATE SERVICES</b>							
Elections Equalisation Fund	Cr 202	Cr 15	0	Cr 217	0	200	Cr 17
Health & Safety / Occupational Health	Cr 60	Cr 25	25	Cr 60	0	30	Cr 30
Development Fund for Modernisation	Cr 90	Cr 5	0	Cr 95	0	90	Cr 5
IT Renewals Fund	Cr 1,642	0	250	Cr 1,392	0	500	Cr 892
Corporate Services Equalisation Reserve	Cr 732	Cr 316	513	Cr 535	0	436	Cr 99
Building Capacity	Cr 231	0	175	Cr 56	0	21	Cr 35
Digital Modernisation Reserve	Cr 400	Cr 97	257	Cr 240	0	211	Cr 29
<b>Total Finance and Corporate Services</b>	<b>Cr 3,357</b>	<b>Cr 458</b>	<b>1,220</b>	<b>Cr 2,595</b>	<b>0</b>	<b>1,488</b>	<b>Cr 1,107</b>

Description	Actual Reserve at 1st April 2016	Reserve Movements 2016/17		Estimated Balance 31 March 2017	Reserve Movements 2017/18		Estimated Balance 31 March 2018
	£000	To £000	From £000	£000	To £000	From £000	£000
<b>COUNCIL RESERVES</b>							
Insurance Claims Reserve	Cr 3,679	Cr 280	280	Cr 3,679	Cr 280	280	Cr 3,679
Swansea Bay City Deal Reserve	Cr 50	0	0	Cr 50	0	0	Cr 50
Gwalia Abortive Costs Reserve	Cr 390	0	390	0	0	0	0
Income Generation Reserve	Cr 200	0	0	Cr 200	0	0	Cr 200
Housing Warranties	Cr 220	0	0	Cr 220	0	0	Cr 220
Fire Reserve	Cr 73	0	21	Cr 52	0	21	Cr 31
Waste Reserve	Cr 423	0	0	Cr 423	0	0	Cr 423
LAWDC Contingency Reserve	Cr 988	0	0	Cr 988	0	0	Cr 988
Treasury Management Equalisation Reserve	Cr 2,419	0	0	Cr 2,419	0	0	Cr 2,419
ERVR - Transitional Reserve	Cr 7,773	0	1,812	Cr 5,961	0	0	Cr 5,961
Accommodation Strategy	Cr 2,919	Cr 50	185	Cr 2,784	0	0	Cr 2,784
<b>Total Council Reserves</b>	<b>Cr 19,134</b>	<b>Cr 330</b>	<b>2,688</b>	<b>Cr 16,776</b>	<b>Cr 280</b>	<b>301</b>	<b>Cr 16,755</b>
<b>TOTAL ALL REVENUE RESERVES</b>	<b>Cr 31,463</b>	<b>Cr 1,626</b>	<b>5,949</b>	<b>Cr 27,140</b>	<b>Cr 629</b>	<b>2,893</b>	<b>Cr 24,876</b>

## General Reserve

	<b>Original 2016/17</b>	<b>Revised 2016/17</b>	<b>Estimate 2017/18</b>	<b>Estimate 2018/19</b>	<b>Estimate 2019/20</b>	<b>Estimate 2020/21</b>
<b>Opening balance 1st April</b>	<b>Cr 14,267</b>	<b>Cr 16,590</b>	<b>Cr 17,345</b>	<b>Cr 18,010</b>	<b>Cr 18,685</b>	<b>Cr 19,370</b>
Council Tax increased income	Cr 1,400	Cr 1,400	Cr 1,400	Cr 1,400	Cr 1,400	Cr 1,400
Capital - Phase II Accommodation financing costs	360	360	350	340	330	320
Doubtful Debt Provision	160	160	160	160	160	160
Contributions to the Economic Development Fund	200	200	200	200	200	200
Community Councils Grant Scheme	25	25	25	25	25	25
Contribution from reserves re change in timing ENVT 556 re waste services – delayed to 2017-18	Cr 100	Cr 100	0	0	0	0
<b>Estimated Closing balance 31st March</b>	<b>Cr 15,022</b>	<b>Cr 17,345</b>	<b>Cr 18,010</b>	<b>Cr 18,685</b>	<b>Cr 19,370</b>	<b>Cr 20,065</b>

## Equality Impact Assessment – Budget 2017/18

### Equality Impact Assessment (EIA) Report Form

**(a) This EIA is being completed for a...**

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>	Proposal <input checked="" type="checkbox"/>
--	--	-------------------------------------	--------------------------------------	----------------------------------	---

**(b) Please name and describe below...**

**Budget saving proposals for 2017-2018 to inform the Budget 2017-2018.**

Budget saving proposals, identified previously for realisation in 2017-2018, form part of the current suite of budget saving proposals. However, as these were assessed in previous equality impact assessments they do not form part of this current assessment.

The full suite of proposals was subject to public consultation during the autumn, and as a result reference has been made to all proposals, where deemed appropriate, but predominately within the Post Consultation section of this assessment.

**(c) It was initially screened for relevance to Equality and Diversity in July 2016**

**(d) It was found to be relevant to...**

Age ..... <input checked="" type="checkbox"/>	Race ..... <input checked="" type="checkbox"/>
Disability ..... <input checked="" type="checkbox"/>	Religion or belief ..... <input checked="" type="checkbox"/>
Gender reassignment ..... <input checked="" type="checkbox"/>	Sex ..... <input checked="" type="checkbox"/>
Marriage & civil partnership ..... <input checked="" type="checkbox"/>	Sexual orientation ..... <input checked="" type="checkbox"/>
Pregnancy and maternity ..... <input checked="" type="checkbox"/>	Welsh language ..... <input checked="" type="checkbox"/>

**(e) Responsibility: Corporate Directors Group**

## Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project

### What are the aims?

A range of proposals have been identified to help close the gap in the Council's budget for 2017/2018 - 2019/2020.

### Who has responsibility?

Elected Members and the Senior Management Team of Neath Port Talbot County Borough Council

### Who are the stakeholders?

Residents of and visitors to Neath Port Talbot. Staff and service users of Neath Port Talbot County Borough Council

## Section 2 - Information

### (a) Service Users

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age .....	<input checked="" type="checkbox"/>	Race .....	<input checked="" type="checkbox"/>
Disability .....	<input checked="" type="checkbox"/>	Religion or belief .....	<input checked="" type="checkbox"/>
Gender reassignment .....	<input checked="" type="checkbox"/>	Sex.....	<input checked="" type="checkbox"/>
Marriage & civil partnership .....	<input checked="" type="checkbox"/>	Sexual orientation .....	<input checked="" type="checkbox"/>
Pregnancy and maternity.....	<input checked="" type="checkbox"/>	Welsh language .....	<input checked="" type="checkbox"/>

### What information do you know about your service users and how is this information collected?

Service areas collect and more importantly utilise data on services users as part of the ongoing development and delivery of individual services. Services are aware of the numbers, along with other relevant information such as age, sex, disability, etc., which in turn inform policy development and service provision.

Information is collected through a variety of methods ranging from application forms and reviews, to satisfaction surveys and consultations.



**(b) General****What information do you know and how is this information collected?**

Census 2011 information remains the most comprehensive data for Neath Port.  
Please see details at end of this Appendix.

**Section 3 – Impact****(a) Impact on Protected Characteristics**

Please consider the possible impact on people with different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh language	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Please see below**

**Thinking about your answers above, please explain (in detail) why this is the case.**

**Include details of any consultation (and/or other information) which has been undertaken to support your view.**

The following script up to section 6 was prepared prior to consultation. This EIA has been further updated in section 6 to reflect the final budget proposals.

**Proposals identified during 2016/2017 budget process (Identified beginning with ref numbers 5 and 6)**

The assessment undertaken for the budget 2016/2017 indicated the likely hood of a net negative impact on protected groups. However, a number of mitigating actions to reduce the impacts were identified including alternative methods of service provision to enable the specific services to be sustained.

Savings proposals that were identified for 2017-2018 and 2018-2019 have been progressed and are in the process of/have already undertaken individual impact assessments which will be reported to Cabinet as part of the reporting process.

During the financial year budget savings on some proposals for 2017-2018 have been amended, predominately as a result of improved savings realised in other dependent proposals. However, the overall impact of these amendments does not materially change the original assessment.

A number of proposals have been deleted for 2017-2018 as these savings has been realised during 2016-2017, alternative arrangements had been identified to meet these savings.

**New proposals for 2017/2018 (Identified beginning with ref number 7)**

It is considered there will be a neutral impact in relation to a number of proposals which are primarily internal arrangements e.g. vacancy management, reduction in office expenditure, changes to office systems. However, with the reduction in staff costs, restructuring within various sections as well as the introduction of a new grading structure there may be potential negative impacts for staff on lower grades (predominately women) as well as the additional stress associated with change, impacting on other groups including those with caring responsibilities and disabled staff.

It is acknowledged that there will be a significant negative impact on various groups including children and young people, older and disabled people, as a result of specific proposals, e.g. reduction of schools base budgets and the special education needs budget, and changes to the complex needs service, as well as more generally across all protected characteristics with, for example, the reduction in subsidies for the Aberavon lifeguard service, Pontardawe Arts Centre and the Gwyn Hall.

It is anticipated that the combined impact on schools, and in turn on pupils and staff, as result of these proposals will be a negative one. The proposed reduction to the special educational needs budget will impact on those children who are most vulnerable in the county borough.

The withdrawal of match funding for a disability sports coordinator, will reduce, at best, support for people's opportunities to participate in what can be life changing activities, not only physically but also emotionally. Such reduced opportunities will limit people's activity and social interaction, will affect their sense of well-being and impact on their independence and confidence.

Saving proposals in relation to the reduction in subsidies to Pontardawe Arts Centre and the Gwyn Hall are likely to have a negative impact on opportunities to access the facilities with possible shorter opening hours and limited classes, events and performances. The reduction in subsidy to the Aberafan Lifeboat Service, which could render the service unsustainable, will inevitably impact on the safety of everyone who uses the seafront.

The proposals identified within Social Services have the potential to be positive for a large number of services users, predominantly children and young people, older and disabled people. However, the Council is mindful that there is potential for mixed or negative impacts as a consequence of these proposals.

The modernisation of the complex needs service is part of a long line of modernisation that social services has undertaken over recent years. While such modernisation enables better outcomes for services users there is a possibility of mixed or negative impact on service users.

It is considered that the proposed budget saving identified in relation to the community resource team has a potential positive impact for services users, who are likely to be predominantly older and disabled people, but is tempered by a possible negative impact on those whose domiciliary care has been reduced.

The majority of the budget savings proposals identified within Corporate Services are considered to have a neutral impact. The majority of proposals identified within Environment are considered to have a similar neutral impact. Savings on community transport are linked to those identified in previous years and are a consequence of changes to the social services day services provision.

An assessment of the impact of the proposals that affect the Council's staff has been considered. To assist with delivering the budget savings the Council, with the support of trade unions, continues to make available an early retirement/voluntary redundancy scheme with the objective of minimising compulsory redundancies

Additionally, opportunities are being made available for some staff to be redeployed to alternative roles within the Council with a trial period and retraining, this being a positive outcome.

The consequential permanent job losses will, though, have a negative impact on the local community in terms of future employment opportunities with the Council. As far

as pay and conditions of service are concerned, the Council's Workforce Agreement has been designed in a way which seeks to protect the lowest paid, many of whom are female and part-time employees.

Officers will re-examine the budget savings proposals to determine if amendments can be made to improve positive impacts or lessen negative impacts until the final determination is made. Any such amendments identified will be reported to Cabinet.

## **(b) Impact on the Welsh Language**

The Council currently has relatively small numbers of staff with Welsh language skills. With the potential of reduced staff resources as a result of the various internal vacancy management, restructuring and continuing early retirement/voluntary redundancy proposals there is a strong possibility that the number of staff with Welsh language skills will be impacted upon. Consequently, this will impact on the Welsh language service available to the public.

However, opportunities for staff to use their language skills will continue to be promoted and training will continue to be made available.

Given the continuing severe financial climate it is increasingly difficult to present a balanced budget while providing services at the same level as previously. Therefore, it is incumbent on the Council to deliver savings while continuing to provide safe and reliable statutory services as well as continuing to provide discretionary services wherever possible.

Officer will re-examine the budget savings proposals to determine if amendments can be made to improve positive impacts or lessen negative impacts until the final determination is made. Any such amendments identified will be reported to Cabinet

## **Section 4 - Other Impacts:**

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

### **(a) Equalities**

Public Sector Equality Duty (PSED)

- to eliminate discrimination, harassment and victimisation;
- to advance equality of opportunity between different groups; and
- to foster good relations between different groups

Senior Management has undertaken a process, whereby the potential impacts of the new proposals within the Forward Financial Plan upon the general population and the various protected characteristics have been considered as part of the decision making process and an overview of the implications for each directorate has been produced. This work will continue for proposals which are still under consideration. Monitoring will also continue, to ensure any adverse impacts upon the general public, including service users, are acknowledged and acted upon appropriately.

The Council continues to be mindful of its position as employer, provider and commissioner of services and to this end strives to ensure its ability to meet its legal obligations in a climate of imposed reduced budgets.

To this end the identification of budget savings over the longer term as well as necessitating the need to work smarter has been incorporated into the Council's day to day work as well as its long term plans and strategies, both on an individual basis and in partnership.

With ever decreasing budgets it is inevitable that these will continue to have significant impact on children and young people and those most vulnerable within our communities. Consequently the Council continues to prioritise its work to protect, and where ever possible, to alleviate the impact of savings on these groups.

Improvement work in relation to children and young people and the most vulnerable in our communities remain our overriding priority and the Council's Corporate Improvement Plan 2016-2019 details the work that is being targeted to address these areas.

An assessment of the impact of the proposals that affect the Council's staff has been considered. To assist with delivering the budget savings the Council, with the support of trade unions, continues to make available an early retirement/voluntary redundancy scheme with the objective of minimising compulsory redundancies.

The consequential permanent job losses will, though, have a negative impact on the local community in terms of future employment opportunities with the Council. As far as pay and conditions of service are concerned, the Council's Workforce Agreement has been designed in a way which seeks to protect the lowest paid, many of whom are female and part-time employees. Some service reconfiguration and restructuring will be necessary to ensure future service sustainability.

Any completed impact assessments have been brought to the attention of Members as part of the reporting process to ensure these inform decisions and have had due regard to the Council's legal obligations.

January 2017 update - It is anticipated that up to 50 staff will be leaving the Council's employment by 1<sup>st</sup> April 2017 via this scheme. Opportunities are being made available for some staff to be redeployed to alternative roles within the Council with a trial period and retraining, this being a positive outcome.

## **(b) Reduce Social Exclusion and Poverty**

Research studies conducted by Sheffield Hallam University demonstrate that areas within the county borough are disproportionately and negatively affected by the UK Government's welfare benefits changes. Our over-riding corporate priorities are to protect services to children, young people and vulnerable adults. Consequently, the Council continues to work in partnership to mitigate the impact of the welfare benefit changes.

The Council is conscious of the impact not only of its own actions but also those of others and continues to work in partnership to mitigate the impact of the UK Government's welfare benefit changes on those with the lowest incomes. This has been compounded with the anticipated withdrawal of communities first funding for those communities considered to be the most deprived on the County Borough. The impacts will vary enormously but several of the changes are likely to impact simultaneously on the same households and/or individuals, having a significant impact on many residents within the County Borough

## **(c) Community Cohesion**

### **Is the initiative likely to have an impact on Community Cohesion?**

Whilst it is unlikely that the budget saving proposals will in themselves have significant impact on community cohesion in the short term there is a likelihood that long term impacts could be possible with changes to services. However, this will be exasperated by the anticipated withdrawal of communities first funding.

However, Community Cohesion will continue to be monitored locally to ensure any issues are addressed at the earliest opportunity.

## **Section 5 Consultation**

### **What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support the views in section 3 and 4?**

A wide range of engagement and consultation activities have taken place during autumn 2016 to help inform the 2017-18 budget setting process, as follows:

- Overarching public consultation
- Internal consultation with Neath Port Talbot County Borough Council staff
- A partnership budget seminar
- Stakeholder consultation
- Formal written responses

Further detailed information on the consultation arrangements for the draft budget is attached as an appendix to the Budget 2017/18 report.

Invitations to a partnership event held in October 2016 were extended to stakeholders representing the voluntary sector; public sector; trade unions; town and community councils; external regulators; universities, AMs, MPs; and community groups. There were 68 participants. The event provided the opportunity to inform partners of the difficult choices facing the Council to manage the savings required and Provide partners with the opportunity to identify any alternative proposals that the Council could consider

A public consultation exercise, October 2016 to December 2016, took place on the Council's draft budget proposals and the responses will inform the preparation of the Council's budget for 2017/18.

A wide range of specific budget proposals have also been subject to public consultation and the responses have informed the accompanying equality impact assessments. All proposals along with equality impact assessments, where relevant, have been reported to Members for consideration.

## Section 6 – Post Consultation

What was the outcome of the consultation?

The public consultation did not differentiate between those proposals identified in previous years and the new proposals being consulted on for the first time this year. As a result, responses were received in relation to all proposals and are considered here.

Responses relating to individual proposals have been referred to the relevant service areas for consideration as part of their specific individual consultation and assessment activities.

632 responses were received during the public consultation period. A high percentage of respondents (over 60%) disagreed with some or all of the proposals. The top themes relating to proposals that respondents disagreed with were (highest number of comments first):

- Disagree with cuts to library services
- Disagree with cuts to theatres/the arts, including Gwyn Hall and Pontardawe Arts Centre
- Disagree with transferring Baglan and Skewen libraries to the community
- Disagree with cuts to SEN budget
- Disagree with cuts to museums
- Disagree with cuts to education/schools
- Disagree with increases to Council tax

Impacts were identified by respondents that reflected those highlighted in the initial stages of the assessment, i.e. the negative impact on children and young people, older people, disabled people in respect of individual proposals as well as the negative impact due to the cumulative effect of some proposals, for example, the impact on children and young people due to a reduction in schools base budgets, the special educational needs budget, theatres and the arts and libraries.

During the period of public consultation further consideration of the proposals was undertaken as a consequence of a better than anticipated financial settlement received from Welsh Government on 21<sup>st</sup> December. This, alongside consideration of the comments received by respondents, has allowed the Council to amend various budget saving proposals which, while not transforming the impact into a positive, has at least lessened the negative impact. These amendments address some of the proposals disagreed with by respondents (above):

ELLL 604 Restructure of library service - various additional options are being considered e.g. different locations within Baglan and Skewen the same area, savings and contributions from the communities and further exploration of alternatives. This will lessen any negative impact.

ELLL 701 Reduce schools base budgets – a further £362k is being made available which will alleviate the negative impact.

ELLL 707 Pontardawe Arts Centre – the savings figure has been reduced by £10k

SSHH 704 Supporting people – additional £286k from the final settlement has helped reduce the impact together with better use of the grant to support housing services.

A number of proposals have been deleted/withdrawn as a result of further service review/consultation responses:

ELLL 620 Margam Park – income stated is not feasible

ELLL 711 Aberafan Lifeguard Service - savings no longer pursued

ELLL 717 Twyn yr Hydd – proposal not fully developed

ELLL 718 Margam Park – proposal not fully developed

SSHH 701 Complex Needs – additional funding for social services has been used to retain this service

ENV 605 Gypsy - proposal withdrawn

ENV 611 Car parking - savings no longer pursued

ENV 707 Catering and cleaning cross directorate review - proposal not fully developed

## **Section 7 - Monitoring arrangements:**

Please explain the arrangements in place (or those which will be put in place) to monitor the impact of this function, service, policy, procedure, strategy, plan or project:

Monitoring will also continue, to ensure any adverse impacts upon the general public, including service users, are acknowledged and acted upon appropriately.



## Section 8 – Outcomes:

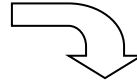
Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

Outcome 1: Continue the initiative...

Outcome 2: Adjust the initiative...

Outcome 3: Justify the initiative...

Outcome 4: Stop and remove the initiative...



For outcome 3, detail the justification for proceeding here

The Council has enhanced its consultation with the specific intention of testing the budget proposals on the widest range of people and organisations.

A process has been undertaken whereby the potential impacts of the various budget proposals upon the general population and the various protected characteristics have been considered as part of the decision making process. This work will continue for proposals which are still under consideration and monitoring will also continue, to ensure any adverse impacts upon citizens are acknowledged and acted upon appropriately.

It is not always possible to mitigate adverse impacts totally for the whole population or protected characteristics. However, the budget proposals seek to take into account what is proportionate for the population, including the protected characteristics.

## NEATH PORT TALBOT 2011 CENSUS SUMMARY FACT SHEET

### 1 Resident population

Total	139,812
Male	68,450
Female	71,362
Area (hectares)	44,126
Density*	3.2

### 2 Resident population age structure

	<i>No.</i>	<i>%</i>
0 - 4 year olds	7,599	5.4
5 - 15 year olds	17,038	12.2
16 - 24 year olds	14,930	10.7
25 - 44 year olds	35,312	25.3
45 - 59 year olds	29,399	21.0
60 - 64 year olds	9,483	6.8
65 - 74 year olds	13,862	9.9
75 - 89 year olds	11,032	7.9
90+ year olds	1,157	0.8

### 3 Ethnic group population

	<i>No.</i>	<i>%</i>
White	137,087	98.1
Mixed	910	0.7
Asian or Asian British	1,369	1.0
Black or Black British	299	0.2
Other	147	0.1

### 4 Religion

	<i>No.</i>	<i>%</i>
Christian	80,646	57.7
Buddhist	312	0.2
Hindu	144	0.1
Jewish	39	0.0
Muslim	573	0.4
Sikh	113	0.1
Other	533	0.4
No religion	47,265	33.8
Not stated	10,187	7.3

### 5 Residents with limiting long-term illness (LLTI) & general health of all

	<i>No.</i>	<i>%</i>
People with LLTI (Lot & little)	39,112	28.0
<b><i>General health</i></b>		
Very good/good	102,543	73.4
Fair	22,640	16.2
Very bad/bad	14,629	10.5

**6 Residents in communal establishments**

	<i>No.</i>	<i>%</i>
Total	1,130	0.8
<hr/>		
<b>7 Households</b>		
		60,393
<hr/>		
<b>8 Central heating (households)</b>		
No central heating		674
<hr/>		
<b>9 Dwellings</b>		
Total number of dwellings		63,978
<hr/>		
<b>10 Household and family types %</b>		
One person		30.2
One person (aged 65+)		13.9
One person (other)		16.3
Couple – no children		16.8
Couple & non-dependent children		12.9
Lone parent & non-dep. children		4.6
All households with dep. children		28.3
Couple & dependent children		18.3
Lone parent & dependent children		7.7
<hr/>		
<b>11 Housing tenure</b>		
	<i>No.</i>	<i>%</i>
Owner occupied	41,479	68.7
Shared ownership	111	0.2
Social rented	11,545	19.1
Private rented	6,186	10.2
Other/Rent free	1,072	1.8
<hr/>		
<b>12 Household spaces</b>		
Household spaces		64,017
At least one usual resident		60,393
No usual residents		3,624
<hr/>		
<b>13 Dwelling type %</b>		
Whole house or bungalow		89.2
Flat, maisonette or apartment		10.6
<hr/>		
<b>14 Car ownership %</b>		
Households with no car/van		25.5
Households with one car/van		43.3
Households with 2+ cars/vans		31.1

<b>15 Economic activity (% of all aged 16-74)</b>		
	<i>Male</i>	<i>Female</i>
Economically active**	67.2	57.4
Economically inactive	32.8	42.6
<i>**i.e. economic-activity rate</i>		
<b>16 Economically active (% of all aged 16-74)</b>		
	<i>Male</i>	<i>Female</i>
Working full-time	45.5	26.5
Working part-time	5.6	22.1
Self-employed	8.4	3.1
Unemployed	5.9	3.1
Full-time student	1.8	2.6
<b>17 Econ. inactive (% of all aged 16-74)</b>		
	<i>Male</i>	<i>Female</i>
Perm. sick/disabled	9.5	9.6
Retired	15.5	19.1
Looking after home/family	1.3	7.3
Students	4.5	4.1
<b>18 Employed residents</b>		
Total		57,220
Male		30,365
Female		26,855
<b>19 Weekly hours worked (main job) %</b>		
	<i>Male</i>	<i>Female</i>
15 hours & under	1,445	3,243
16 - 30 hours	2,736	9,923
31 - 48 hours	22,351	13,683
49+ hours	4,501	1,098
<b>20 Self-employed</b>		
Total		5,908
Male		4,286
Female		1,622
<b>21 Qualified residents (% of all aged 16+)</b>		
Highest qualification attained level 4		18.8
Highest qualification attained level 3		11.0
Highest qualification attained level 1/2		30.4
No qualifications		30.9
<b>22 National identity</b>		
Welsh only		71.8
Welsh & British		8.2
British only		11.2
No Welsh identity		19.0
No British identity		79.6

**23 Industries (% of all aged 16-74 in work)**

Energy, water, agriculture, fishing, mining & quarrying, etc	2.7
Manufacturing	14.5
Construction	8.6
Hotels & catering	4.7
Transport, storage & communication	4.1
Wholesale & retail, repair of motor vehicles	14.7
Financial intermediation	3.1
Real estate, renting & business activities	1.2
Public admin & defence	9.8
Education	8.6
Health & social work	14.7
Other	4.3

**24 Occupations (% of all aged 16-74 in work)**

Managerial	7.0
Professional, technical	13.7
Admin & secretarial	13.3
Skilled trades	12.9
Services & sales	10.4
Process plant & machine operatives	10.0
Elementary occupations	9.9

**25 Welsh Language skills %**

	<i>NPT</i>	<i>Wales</i>
No skills in Welsh	75.2	73.3
Can understand spoken Welsh only	6.4	5.3
Can speak Welsh	15.3	19.0
Can speak, but cannot read or write Welsh	2.7	2.7
Can speak and read but cannot write Welsh	1.6	1.5
Can speak, read and write Welsh	10.8	14.6
Can speak and other combinations of skills in Welsh	3.3	2.5

**Notes**

*All % rounded to 1 dec. place; not all will add to 100. Section 10 will usually add to more than 100%; percentages in other sections will be at most 100%, they may exclude some groups e.g. 'category unknown'. \* Density is the number of people per hectare.*

## **CONSULTATION SUMMARY**

### **OVERARCHING CONSULTATION ON COUNCIL'S BUDGET SETTING PROCESS 2017/18**

#### **1.0 Background**

- 1.1 On 28<sup>th</sup> September 2016, Cabinet authorised officers to consult members of the public on 83 proposals for budget savings and generating additional income. The report highlighted the need to make savings of £11.2m for 2017/18 and £36m over the next three years.
- 1.2 The public consultation was in addition to a number of engagement and consultation activities with other stakeholders which took place during the autumn.

#### **2.0 Introduction**

- 2.1 A range of engagement and consultation activities have taken place in order to help inform the 2017-18 budget setting process, as follows:
- Overarching public consultation
  - Internal consultation with Neath Port Talbot County Borough Council staff
  - A partnership budget seminar
  - Stakeholder consultation
  - Formal written responses

#### **3.0 Consultation objectives**

- To provide a mechanism for people to contribute their views to the budget setting process
- To establish how people feel about the proposals
- To find out if people agree or disagree with the proposals and the reasons why
- To provide a mechanism for people to make comments and suggestions linked to the specific proposals
- To provide a mechanism for people to suggest alternative proposals for saving money to those already outlined by the Council

- To ensure that the consultation was available to as many residents and organisations as possible

#### 4.0 Overarching public consultation

4.1 To help ensure that the consultation was as widely available as possible, there were 4 mechanisms by which people could submit their views:

- **Online** - a self-completion questionnaire was published on “Objective”, the Council’s online consultation portal, which can be accessed via the Council’s website. Respondents were not asked to identify themselves, but were asked to indicate why they were interested in the Council’s Budget setting process and their postcode. The questionnaire was live from Wednesday 28th September 2016 until midnight on Wednesday 28th December 2016.
- **Paper Questionnaires in public buildings** - consultation packs were made available in 28 public buildings across the county borough. These included the One Stop Shops in Neath and Port Talbot, all Council run libraries and all Council run community centres, amongst others. The consultation packs included a supply of self-completion questionnaires, a post box for completed questionnaires, a poster and a copy of the report to Cabinet from 28<sup>th</sup> September, which outlined the proposals. All materials were provided in English and Welsh. The questionnaire was a replica of the online version and responses were entered into ‘Objective’ for analysis.
- **Email** - The email address [nptbudget@npt.gov.uk](mailto:nptbudget@npt.gov.uk) was promoted for people who wanted to respond via this mechanism. The email account was managed by the Corporate Communications team. As comments were received, they were forwarded to the relevant Head of Service to be taken into consideration and an acknowledgement was emailed to the sender.
- **Corporate social media accounts** – the Council’s corporate Facebook and Twitter accounts were also monitored for feedback. Any comments received were forwarded to the relevant Head of Service to be taken into consideration.

- 4.2 The consultation was promoted via:
- the Council website's homepage – via the 'top tasks' and 'top visited' areas and a dedicated web page 'Have your say on the Council's Budget setting process'.
  - adverts/posters on TV screens in the Quays, Neath Civic Centre and Port Talbot Civic Centre
  - posters in notice boards at Neath Civic Centre, Port Talbot Civic Centre, The Quays, libraries, community centres and other public buildings
  - the Council's corporate social media accounts
  - the Council's corporate staff newsletter 'In the Loop'. The purpose of this was to encourage staff to give their views and as an additional way to raise awareness of the consultation amongst residents as a significant number of staff live in the county borough
  - press coverage generated by cabinet reports and press releases

- 4.3 A more detailed report on the feedback from the consultation has been made to members in full with hard copies made available in the Members Room. The detailed report includes 3 Addendums which include:
- Addendum 1 - copy of all online responses
  - Addendum 2 - list of 59 comments re Council Tax
  - Addendum 3 – the response of the Older Person's Council

A summary of the feedback follows in this section.

- 4.4 632 responses were received. 527 were from residents of Neath Port Talbot. Geographically, the highest number 242 (38.3%) were from the Neath area, followed by 118 (18.7%) from Port Talbot, 73 (11.6%) from the Swansea Valley, 24 (3.8%) from the Afan Valley, 11 (1.7%) from the Neath Valley, 9 (1.4%) from the Dulais Valley and 7 (1.1%) from the Amman Valley,

- 4.4 The top themes relating to proposals that respondents disagreed with are outlined below (highest number of comments first):
1. Disagree with cuts to library services
  2. Disagree with cuts to theatres / the arts, including Gwyn Hall and Pontardawe Arts Centre
  3. Disagree with transferring Baglan and Skewen libraries to the community



4. Disagree with cuts to SEN budget
  5. Disagree with cuts to museums
  6. Disagree with cuts to education/schools
  7. Disagree with increases to Council tax
- 4.5 Suggestions for saving money. 239 respondents took the opportunity to suggest how the Council could do things differently to save money. The top 5 themes of these suggestions are outlined below (highest number of comments first)
1. Reduce senior officers/management/middle management
  2. Review/reduce number of councillors/councillors pay/expenses
  3. Make the Council more commercial/increase income/suggestions for increasing income
  4. Cut the role of Mayor
  5. Reduce wasteful practices/bureaucracy/inefficiency
- 4.6 Respondents were asked to specify the services that the Council should protect, reduce or stop altogether, the services which were mentioned most often fell into the following themes:
- **Protect:** 1. Library Services; 2. Theatres and Arts (including Pontardawe Arts centre and the Gwyn Hall); 3. Education and Schools; 4. Waste services/Refuse collection; 5. Social Services
  - **Reduce:** 1. Number of Councillors; 2. Councillors expenses / wages; 3. Number of senior managers / managers; 4. Executives' / senior officers' wages; 5. Leisure / theatres and arts
  - **Stop altogether:** 1. Role of Mayor; 2. Councillors' expenses / wages; 3. Spend on consultants; 4. Outsourcing work that can be done in-house; 5. Theatres/theatre subsidies
- 4.7 Council Tax - There were 59 comments which included a reference to Council Tax – details of the themes are summarised below:
- 14 disagreed with increases to council tax
  - 10 related to the fact that respondents had to pay Council Tax when cuts are proposed for service provision / services they pay for via Council tax
  - 5 felt that the council tax in this area is high
  - 4 suggested the Council should reduce Council tax benefits/support
  - 4 stated that they weren't sure what their Council tax is being spent on

- 3 suggested freezing or reducing council tax
- 3 proposed the use of reserves to reduce the level of cuts instead of increasing Council Tax
- 3 objected to cuts because they are paying for services via their Council Tax
- 2 suggested increasing council tax to protect services
- 2 had a view that Council Tax should not rise more than inflation
- 2 felt that increases in Council Tax will cause financial difficulties for people
- 2 suggested that Council tax should be redirected to certain services and reduced in others
- 1 was unhappy with what Council Tax is being spent on
- 1 suggested that Council Tax be reduced for areas of the county borough that have lost services or facilities
- 1 felt that being more efficient could reduce Council Tax
- 1 suggested that if the Council Tax is reduced, people will spend more elsewhere in the community
- 1 agreed with the proposal to increase Council Tax by 3%

## **5.0 Internal Consultation**

5.1 From September 2016 to December 2016 a number of engagement and consultation activities were organised for Council staff to help inform the budget setting process. These included:

- The Chief Executive held three staff engagement sessions to discuss the budget planning process. These were held in the three main civic buildings in October 2016. A total of 150 staff attended.
- An intranet 'post a question' facility ran for 12 weeks between September and December 2016. A total of 31 questions were submitted during that time.
- Post a question boxes, along with copies of relevant Cabinet reports and the intranet FAQs, were also placed in 8 Council buildings so that staff without access to the intranet could take part in the consultation. No questions were received via these.

5.2 These consultation mechanisms were promoted via:

- Posters in Council buildings
- Articles in the corporate staff magazine 'In the Loop' for the September, October and December 2016 editions

- Email circulated to all Heads of Service to cascade the details to staff
  - Staff news articles and Chief Executive's messages on the intranet:
    - Budget Consultation 2017/18 and the Workforce Agreement (September 2016)
    - Staff engagement sessions (October 2016)
- 5.3 The key themes from the questions and comments at the staff engagement sessions included:
- Concerns about increasing the price of school meals
  - Concerns about further cuts to library services
  - Questions on how Local Government reform is likely to move forward
  - Views that neighbouring local authorities don't seem to be making the same amount of cuts to services as NPTCBC
  - Questions about plans for day services for people with special needs
- 5.4 Some of the key suggestions for saving money put forward by staff at the briefings and via the 'Post a Question' facility were:
- Ways to reduce NPTCBC's energy footprint and make savings (solar panels on Council buildings, light/heat sensors, Bio Diesel to cut fuel expenditure etc.)
  - Increasing the amount of annual leave that staff can purchase in addition to their annual entitlement
  - Allowing commercial enterprises to operate in the Civic Centres to generate income
  - Sharing some services with other local authorities
  - Sponsorship, advertising and other income generating ideas
  - Surveying staff to establish how many would want to reduce their hours
  - Further promotion of flexible retirement
  - Inviting expressions of interest for ER/VR in March 2018 as well as March 2017
  - Placing chippings/bark in the flower beds at civic sites instead of planting flowers
  - Ensuring 1st class post is only used when absolutely necessary

## 6.0 Partnership Budget Seminar

- 6.1 A Partnership Budget Seminar was held on Tuesday 11<sup>th</sup> October 2016 at the Princess Royal Theatre. The aims of the event were to:
- Inform partners of the difficult choices facing the Council to manage the savings required
  - Provide partners with the opportunity to identify any alternative proposals that the Council could consider
  - Help inform the officer advice to elected Members in the autumn and in the New Year when setting the 2017/2018 budget
  - Provide partners with the opportunity to review the progress made from the feedback provided last year
- 6.2 Invitations were extended to stakeholders representing the voluntary sector; public sector; trade unions; town and community councils; external regulators; universities, AMs, MPs; and community groups. There were 68 participants.
- 6.3 At the event the Director of Finance and Corporate Services outlined the Council's current budget funding and budgeted net expenditure for 2016/2017. He also referenced the 2017/18 Draft Budget Report approved by members for consultation at the meeting of 28<sup>th</sup> September 2016 as this report set out the budget gap and draft areas for savings. Events such as the EU Referendum and Chancellor's Autumn Statement were discussed, as was an anticipated cut in the Local Government Settlement and the Council's projected savings requirements for the next three years. The Director also summarised actions the Council had taken in response to feedback received from last year's event.
- 6.4 This was followed by a series of round table discussions. There were 9 tables each concentrating on one of the following themes:
- Adult Social Services and Housing
  - Children and Young People Services
  - Schools and Other Education
  - Leisure and Lifelong Learning
  - Environment Services
  - Corporate activities
- 6.5 Prior to the event, invitees had been given access to the report outlining the 83 proposals for budget savings and generating

additional income. With these in mind, each table was asked to consider the following questions:

- What are your initial reactions to the current proposals for 2017/2018?
- Can you suggest any alternative proposals for 2017/2018?
- Are there services the 3rd sector / community councils / other groups could work with the Council on to place them on a different footing going forward?
- The Council needs to make further savings in 2018/2019 and 2019/2020. Can you identify any areas the Council should look at in order to make those further savings?

6.6 Each table was asked to decide on the key points they discussed. These are summarized as follows:

**Adult Social Services & Housing (2 tables):**

- more Early Intervention and Prevention (EIP) to try to reduce the need for expensive high end services;
- extend Local Area Coordination;
- Co-production – involving people in their care, consulting people as part of the change process;
- remove duplication around the Council and across the sector;
- consider the value of land development as an asset;
- discourage competition across 3rd sector and encourage co-production;
- give clear public messages that we have to make savings and involve them in identifying what is most important to them;
- charge all staff for car parking, including schools;
- proactive early engagement with the third sector and others when thinking about savings;
- collaboration with other organisations rather than other councils

**Children and Young People Services:**

- generate more income;
- more support and investment for foster care;
- social enterprise/collaboration;
- Early Intervention and Prevention;
- more re-investment;
- work together to elicit and overcome problems;
- audit which services are needed and target any duplication

**School and Other Education:**

- need to understand the unintentional costs of the cuts and how they will have an impact, not only on the service area concerned, but one or two steps down the line;
- protect Special Education Needs budget - cuts to this could be a false economy and could result in pressure in other areas;
- look at income generation – not

shunting it around the local authority, but at external partners and make sure we maximise opportunities to secure income; • collection, not correction / EIP; • could be opportunities for the Council to provide costed services for community councils and the third sector – could be duplications out there

### **Leisure and Lifelong Learning (2 tables):**

- maximise access to grants and ensure all organisations in Neath Port Talbot have ability and capacity to access the grants available;
- Community Councils to look at taking on or sharing responsibility for some services;
- explore working with other Local Authorities - merger on city region footprint was suggested;
- protect frontline services
- look at partnership working and our collective ability to address some of the fundamental issues;
- look at working in a coherent partnership way with the third sector;
- don't want to make further cuts, but need to look at directorates with the largest budgets especially those above Standard Spending Assessment

### **Environment Services (2 tables):**

- Environment Directorate has already made big cuts and lost a disproportionate number of staff - more cuts are worrying;
- public don't care who delivers the services - quality is what matters;
- whoever delivers the services it is the customer that matters;
- make best use of regional frameworks and general procurement procedures;
- better procurement and standardised procedures;
- need to empower/resource Third Sector to take up coordinating activity;
- income generation, but working with businesses in local communities to see what they can help deliver;
- banking – can we invest in activities and regeneration/business opportunities in the area that helps other companies and the economy

### **Corporate Activities:**

- Collaboration ensure services are fully joined up – still examples of doubling up on assessments;
- better to have a library open fewer hours than no hours;
- some smaller communities have taken over the running of libraries;
- collaboration and partnership – need to discuss what exists and change services with this in mind;
- practical and focused discussions with voluntary sector and community groups;
- concentrate more on income generation, recognise some projects will need time to get off ground, will need pump priming etc.

- 6.6 The overarching themes that emerged from the day were:
- Continue reshaping our services
  - Join up more services with partners and groups present at the event
  - Remove duplication – social care continuum
  - Income generation to have an important role in managing the budget gap
  - Front line services such as Education and Social Services to be looked at, as they make up 75-80% of the budget

## **7.0 Elected Members**

- 7.1 Two Members' Seminars were held on 29th June 2016 and 22nd September 2016.
- 7.3 At the June seminar the Chief Executive and Director of Finance and Corporate Services discussed with Members the latest positions in relation to the Budget/forward financial plan for the period 2017 to 2020. 27 Elected Members attended this seminar.
- 7.4 The second seminar in September provided Members with the projected budget gap for 2017/18 through to 2019/20 and details of areas of savings for public consultation following Cabinet Scrutiny and approval (due for consideration on 28th September 2016). 27 Elected Members attended this seminar.

## **8.0 Consultation with other stakeholders**

- 7.1 To ensure that the consultation was accessible to as many stakeholders as possible, it was raised as an agenda item at a number of forums and groups, including:
- NPT Older Person's Council – Agenda item at meetings on 27<sup>th</sup> October 2016, 24<sup>th</sup> November 2016 and 15<sup>th</sup> December 2016
  - NPTCBC Staff Council – Budget update on 3<sup>rd</sup> October 2016
  - Town and Community Council Liaison Forum - Agenda item on 31<sup>st</sup> October 2016
  - Voluntary Sector Liaison Forum – Budget special 9 September 2016

## **9.0 Formal responses**

- 9.1 One formal response was received from the Neath Port Talbot Older Person's Council (OPC). A summary of issues raised are as follows – the OPC:-
- Only felt party informed about the proposals.
  - Acknowledged that the Council has to make difficult decisions and congratulated the Council that some services have been retained, especially when in collaboration with others.
  - Felt that the proposals do not give sufficient information on why and how savings are to be achieved.
  - Suggested that if the Council would like to achieve a meaningful engagement with residents, so that they are able to constructively contribute to discussions, the format of the proposal should be less confusing and contain relevant detail.
  - Felt that the Council should:
    - Protect – all services which protect or promote the health and wellbeing of all residents living in Neath Port Talbot.
    - Reduce – felt that services are already running on reduced capacity, so no service could be reduced further without detriment to the health and wellbeing of residents.
  - Acknowledged that the Council has the best interests of all residents in mind, but not the financial capability. Offered to provide comments in support of any appeal or approach from the Council for improved funding.

## **10.0 Petitions**

- 10.1 The Council received no petitions relating to the budget proposals.

## **11.0 Consultation Response**

- 11.1 This appendix shows that the Council has had a significant number of responses from the various consultation activities carried out over the past few months. All of the issues highlighted in this overarching summary have been considered in the preparation of the budget for 2017/18. However, it has not been possible to resolve or fund all of the issues responded to as part of the consultation. Members should note that following receipt of the consultation responses and final Local Government Settlement this final budget report for 2017/18 incorporates a number of changes. These include changes to the value of some of the draft savings, withdrawal of other draft proposals, together



with investment in some new pressures and street scene activity and finally a reduction in the originally consulted council tax increase of 3%. The proposed increase is now 2.5%.

11.2 The following are examples of changes to the original draft savings proposals included within this budget report:-

- No reduction in the budgets for school transport, Margam Park, Lifeguards or Special Education Needs. A reduced savings target for Libraries and Pontardawe Arts Centre
- A Reduction in the cut for Schools Delegated Budgets.
- No reduction in the Social Services Budget for services to Complex Needs users
- Withdrawal of the CCTV savings
- New base budget funding for some Environment Directorate Services
- One-off funding of £970k for street scene
- Passported the specific Welsh Government new monies to the identified service areas as mentioned in the Local Government Settlements.

Please also see Section 11 of the main report.