

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

20 FEBRUARY 2018

REPORT OF THE CORPORATE DIRECTORS GROUP

SECTION A – MATTERS FOR DECISION

WARDS AFFECTED: ALL

BUDGET 2018/19

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 2017/18.
- 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 2018/19 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 2017/18 was approved in February 2017, the medium term budget forecast, assumed a 2.5% reduction in funding from the Welsh Government for 2018/19, and a further 2% reduction in 2019/20.

2.2 On the 8th November 2017 Cabinet approved to consult stakeholders on draft savings required to set a Budget for 2018/19. The projected budget gap at that time was £10.24m for

2018/19 and £55m over the next 4 years. The draft savings set out in that report covering the next 2 financial years amounted to £11.2m.

- 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

3 Executive summary

- 3.1 This report firstly identifies that based on the quarter 3 budget monitoring figures, it is anticipated that the Council will underspend the 2017/18 cash limit of £274.677m, by £761k. As in previous years some of the ER/VR reserve will be utilised to fund the cost of the Council's early retirement/voluntary redundancy scheme with the balance retained for use in subsequent years.
- 3.2 Neath Port Talbot Council's gross budget and investment in services for 2018/19 totals £424m. The Council is projecting to receive specific grants of £96m and income from service users totalling some £45m and utilising reserves of £1m. This results in a net budget for 2018/19 of £282.855m.
- 3.3 As a result of the final settlement on the 20th December, and feedback from consultation the Council is able to make provision for the additional costs of the proposed pay award for lower graded staff and other pressures identified during the budget process. Members will note that in setting its net budget at £282.855m directorate savings totalling £6.790m together with a Council Tax increase of 3.7% are required to ensure that the Council sets a balanced budget for the 2018/19 financial year. General Reserves are projected for 31st March 2019 at £20.7m and Specific Reserves at £29.2m.

- 3.4 Welsh Government has published 2 year budget plans which indicate that core funding for local government will further reduce by 1% in 2019/20. Further work will be required to update the Forward Financial Plan to 2022/23 and to identify additional income/savings in order to balance the annual budgets for that period. It is projected that savings of some £58m will be needed for the 4 years to March 2023.

4 Latest Budget Position 2017/18

- 4.1 The Revised Budget position for 2017/18 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 £761k on the Net Budget of £274.677m. The final actual position will be reported to Members before the end of June 2018.
- 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 Final Welsh Government Budget was announced on 19th December showing total Departmental Expenditure Limits of £13.764bn revenue and £1.607bn for capital i.e. totalling £15.371bn.

6 Welsh Government Settlement Announcement

- 6.1 The provisional settlement, announced on 10th October, showed Welsh Government funding at £4.186bn which represented an average reduction of -0.5%, and was inclusive of £6m new funding for Homelessness responsibilities. Funding for Neath Port

Talbot County Borough Council was £210.832m, a reduction of - 0.4%.

6.2 The Final Local Government Settlement was published on 20th December and confirmed Welsh Government funding for 2018/19 of £4.214bn. This includes an additional £20m when compared with the Provisional Settlement together with £7m to compensate for reduced income arising from the change to residential care user capital limits. The consequence of this and other data changes resulted in an increase for this Council of £1.509m resulting in total Welsh Government funding of £212.341m.

6.3 The headline figures included within the final settlement are:

| | NPT | All Wales |
|--|------|-----------|
| 2018/19 increase in Aggregate External Finance (AEF) after adjustment for grants transferred into settlement | 0.2% | 0.2% |

6.4 The following former specific grants have been transferred into the settlement:

| | NPT | All Wales |
|--|--------------|---------------|
| | £'000 | £'000 |
| ENVT – Waste element of the Single Environment Grant | 1,477 | 35,000 |
| SS – Welsh Independent Living Grant | 1,273 | 26,889 |
| SS – Social Care Workforce Grant | 948 | 19,000 |
| SS – Looked After Children Grant | 361 | 7,415 |
| SS – Carers Respite Care Grant | 150 | 3,000 |
| Social Care for Prisoners in the Secure Estate | 0 | 412 |
| | 4,209 | 91,716 |

The following new monies have been provided in the settlement for new responsibilities:

| | NPT | All Wales |
|---|-------|-----------|
| | £'000 | £'000 |
| Homelessness Prevention | 285 | 6,000 |
| Capital limits for residential care charging (increase from £30k to £40k) | 355 | 7,000 |
| Total | 640 | 13,000 |

6.5 Specific Grants

Details of the All Wales funding for specific grants are included in Appendix 2. Members will note that the total amount of specific grants that has currently been announced totals £693.39m. There are six grants within the economy and infrastructure portfolio of the Welsh Government that are yet to be announced including concessionary fares (£60.4m), bus services support grant (£25m) being the two largest in value.

Members will note the following points in relation to individual grants:

- The Education Improvement Grant has been cut from £133m to £118m (-£15m) with a further cut of £11m projected for 2019/20. Since the final settlement announcement, there has been ongoing discussions between the WLGA, ADEW and the Welsh Government in relation to the 2018/19 cuts in this grant and its implication on the Minority Ethnic Achievement and Gypsy Traveller services. Recent discussions have indicated that the Welsh Government will provide a grant of £7.5m to cover these services. Currently the majority of the grant is forwarded to Cardiff, Swansea and Newport Councils in line with their service demand requirements. This Council currently receives £252k for both services but the new grant offer is unlikely to be of this level. Should there be a reduction in Welsh Government funding the Council will need to consider making a call on General Reserves to make up any shortfall.
- The Single Environment Grant has been cut by £6m. This is after transferring £35m into the Settlement with the remaining specific grant amount available for sharing at £20.8m. This grant underpins the Council's waste recycling service and clarification on our share of this grant is being pursued.

- Most Social Services grants have been transferred into the settlement with only the Substance Misuse grant remaining outside at £22.6m
- The Welsh Government have also indicated that they will allow from April 2018 some flexibility on the use of the following grants which total £254m - Supporting People, Flying Start, Families First, Communities First Legacy Fund and Employability Grants. At present there is ongoing discussions taking place to clarify what is meant by “flexibility” and members should note that this budget has been prepared on the initial allocations being spent on existing service areas. Once clarification has been received a further update will be provided to Members.

7 The Council’s Revenue Budget

- 7.1 The Cabinet Board report of the 8th November received approval to commence consultation on the draft proposals for financial savings and income generation for 2018/19 and beyond.
- 7.2 The proposed final budget included at Appendix 1 sets out the expenditure and funding for 2018/19, which is summarised below.

| | 2017/18 | 2018/19 | Change |
|---|----------------|----------------|---------------|
| | £’000 | £’000 | £’000 |
| Education Leisure and Lifelong Learning | 103,522 | 105,524 | 2,002 |
| Social Services and Housing | 75,874 | 78,632 | 2,758 |
| Environment | 33,258 | 34,755 | 1,497 |
| Corporate Services | 16,730 | 17,433 | 703 |
| Precepts and Other | 45,293 | 46,511 | 1,218 |
| Net Revenue Budget | 274,677 | 282,855 | 8,178 |
| Funded by: | | | |
| Revenue Support Grant | 161,547 | 166,733 | 5,186 |
| Non Domestic Rates | 46,024 | 45,608 | -416 |
| Discretionary Rate Relief | -212 | -216 | -4 |
| Council Tax Yield | 67,318 | 70,730 | 3,412 |
| Total Funding | 274,677 | 282,855 | 8,178 |

Members should note that in 2018/19 Council Tax payers will fund 25% (24.5% 2017/18) of the Council’s Net expenditure. The

majority of the funding at £212m or 75% is paid for by Government Grant and a share of the Non-Domestic Rates Pool.

8 Service Overview

8.1 Neath Port Talbot County Borough covers over 170 square miles. It is home to around 140,000 people living in more than 65,000 households in communities across the County Borough. The Council provides many different services to residents and businesses. We are responsible for maintaining approximately 860 kilometres of roads, 940 kilometres of footpaths and over 18,000 street lights across the County Borough.

8.2 The following are examples of the many varied services that the Council provides on a daily basis:

- Education and schools
- Adult education
- Youth services
- Libraries including supporting community libraries
- Theatres and leisure
- Social services including homecare, residential care, supporting children and other vulnerable people with disabilities
- Highways maintenance
- Street lighting
- Building control
- Planning and economic development
- Passenger and school transport
- Waste management including refuse and recycling collections and disposal
- Food hygiene and trading standards
- Pest control
- Cemeteries and crematoria
- Licensing of taxis, pubs and restaurants
- Margam and Gnoll Country Parks
- Homeless assistance
- Registration of births marriages and deaths
- Housing and Council Tax Support

The Council pays a precept of £7.3m to the Mid & West Wales Fire Authority who provides the local fire service.

Members will note that the Council Tax payers pay approximately 25% of the net costs of running all Council services.

- 8.3 The following paragraphs provide further information in relation to the service investments and budget savings arising from the 2018/19 Budget (savings proposals are further explained in Appendix 4).

8.4 Education Leisure & Lifelong Learning (ELLL)

The directorate has a net budget of £105.524m, of which £81.708m is delegated to schools, and £23.816m is allocated for other Education services. In addition, grant and income boosts the gross expenditure for schools and the rest of the directorate to £138m.

As part of this investment the Council provides

- Education to almost 21,000 pupils from nursery age to post 16
- Specialist support and education to over 5,000 pupils
- Over a million nutritious school meals and transports pupils to school buildings cleaned by our staff
- Investment in 21st century schools to improve learning environments and provide state of the art facilities for the benefit of pupils and the wider community
- Support and champion the needs of vulnerable pupils and families to enable them to become more resilient
- A library service that issues over 420,000 books to the citizens of the county borough and supports community libraries
- A youth service that engages with over 5,500 young people with a further 2,000 adults benefiting from our community learning provision
- Theatres that present over 200 cultural events per annum and host over a million visits to Margam Park. Our contract with Celtic Leisure also enables over a million visits per annum to leisure centres and swimming pools

Schools – The Council is committed to prioritising investment in schools and educating our children. Today's proposed budget provides extra £1.756m cash to schools increasing their budget to

£81.708m. In addition, schools retain all income generated and specific grant funding provided via the Welsh Government and other sources. The projected gross budget for schools is circa £95m.

Other – The Council will be investing £23.8m in other Education Leisure and Lifelong Learning Services, an increase of £246k from 2017/18. This is inclusive of an additional £73k (Appendix 3) provided to cover pressures, helping to protect services to vulnerable families and children. Following the withdrawal of the specific Welsh Government Grant for School Uniforms this budget includes the provision of £35k so that the Council continues to provide funding to families of pupils when they transfer from Primary to Secondary Education (in line with the Council Scheme).

This investment is also net of the savings of £849k for the Directorate as set out in Appendix 4.

Members will recall that as at November the draft savings for consultation totalled £980k. Following consultation the following savings proposals for 2018/19 have been amended:

| Original Ref | Description | Original £'000 | Comment | Proposed £'000 |
|--------------|-----------------------------------|----------------|--|----------------|
| ELLL716 | Tir Morfa Education Centre | 76 | Saving already realised in current year and further savings or income not available | 0 |
| ELLL802 | Celtic Leisure | 100 | Reduce savings target | 50 |
| ELLL810 | Cefn Coed Museum – reduce subsidy | 10 | Savings of £5k per annum for the next 2 years. Proposal to also carry forward £5k underspend to 2018/19. | 5 |

8.5 Social Services Health & Housing

The directorate has a net budget of £78.6m of which £21.5m is invested in Children Services; £46.2m is allocated for adult and vulnerable people services, £10.2m in social work and management support and £295k in housing services. In addition, grant and income boosts the total gross expenditure for social services health and housing to £104.4m.

As part of this investment the council provides

- Support for 328 looked after children. This has reduced significantly from a high of some 502 in 2012 and manages foster care placements and adoptions.
- Elderly services via home care to over 760 service users, and 600 residential care users
- Services to some 600 people with mental health and learning disabilities
- Social worker support work is being provided to over 3,300 adults or people with disabilities and a further 1,300 families through our children Social work team.
- Supporting people arrangements for some 950 clients.

Children Services – In 2018/19 the Council will continue to prioritise and make a significant investment of £21.5m in Children Services. The service continues to improve and has managed safely a reduction in the number of looked after children within the County Borough. This enables the service to make the £500k savings from its budget.

Adult Services – The Council will be investing £46.6m in Adult Social Care Services, which includes the additional funding from the Welsh Government policy to increase capital limits for residential care charging (£355k). The service will also benefit from receiving the specific grants that have transferred into the settlement (see para 6.4) which amount to £3.732m.

Management support including social work costs - The Council is maintaining its investment in social workers in order to support clients across Children and Adult services with a budget of £10.2m.

Housing Services – This budget includes the passport of £285k new monies for the homeless service made available within the

Welsh Government Settlement. The gross investment in Housing Services totals £6.9m of which Supporting People at £4.8m receives the largest budget share with further investment in renewal area, housing options, homeless and the reopening of Beaufort House. Net of grants and income this budget totals £295k.

As members will note the budget provides new funding of £1.794m for specific pressures as set out in Appendix 3, to reflect the growth in demand for services.

Members should note that the Council is continuing to progress a significant change programme in Adult Services with associated savings of circa £4.050m being targeted.

The Social Services and Wellbeing Act 2014 encourages all Councils to maximise people's independence by providing support to people to live independently at home, encourage the provision of respite opportunities and appropriate 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 social work teams to review the needs of individuals to enable people to be as independent as possible

8.6 Environment

For 2018/19 the Council will be investing £34.755m in Environment Services, an increase of £1.497m from 2017/18. In addition, grant and income boosts the gross expenditure for Environment to £58.7m.

Members will also note that following consultation this final budget includes additional investment for Environment including:

- £150k for City Deal to cover Joint Committee contribution and an increase in capacity to develop projects
- £70k for running costs of the former County Court
- £100k for the Household Waste Recycling Centres

- £95k for Jet Vac machine and crew to clear culverts and drains
- £160k to cover increased energy contract costs

It also includes the £1.477m made available for waste services following the transfer of part of the specific grant into the settlement.

As part of this investment the council provides various services including:

- 18,000 lighting units throughout the county borough
- 1.6m refuse collections per year
- 3.3m recycling collections per year
- Maintaining 860 kilometres of roads, 940 kilometres of footpaths and 15,000 road signs
- Repairs to 300 potholes per month
- Clean over 30,000 gullies a year
- Maintain 1,900 culverts, 1,800 retaining walls and 356 bridges
- Has secured £35m of investment for Port Talbot through the recent Vibrant and Viable Places programme
- Secured over £9m of European Funding to run the Workways+ programme across South West Wales until December 2020 taking unemployed people into employment and work experience
- Architectural design and manage the construction of five new schools opening during 2018/19
- Public protection via issuing Environmental Health statutory notices
- Assisted 45 people to remain in rented properties
- Property services management for industrial units and workshops across the county borough

The Directorate will be required to deliver savings of £688k as outlined in Appendix 4.

Members will recall that as at November the draft savings for consultation totalled £713k. Following consultation the savings proposal below has been reduced:-

| Original Ref | Description | Original £'000 | Comment | Proposed £'000 |
|--------------|-------------|----------------|--|----------------|
| ENV 801 | Car Parking | 200 | Remove the saving relating to the withdrawal of free Christmas parking | 175 |

8.7 Corporate Services

For 2018/19 the Council will be investing £17.433m in Corporate Services. This includes an additional £150k to fund identified pressures, as outlined in Appendix 3. However the Directorate is also required to deliver savings of £648k which will be achieved by reducing staff costs through the voluntary redundancy scheme, due to improved efficiencies and the move to increased digital services.

The investment here includes provision of frontline services at the Registrars, contribution to the joint Coroners Service operated with City and County of Swansea Council, provision of land charges information, licensing of taxis and various venues, housing benefit, council tax and business rates administration. Corporate Services also consists of Finance, HR, Legal, ICT and telephony services for all schools and the whole of the Council. It also includes the costs of Democratic Services and Member costs.

8.8 Other Budget Provisions – As set out in paragraph 9.11 a budget provision of £7.439m has been provided for levies and contributions to external bodies. This is an increase of £175k on 2017/18 with the largest amount being payable to the Mid and West Wales Fire Authority at £7.288m.

The capital financing budget is set at £18.573m to fund the repayment of debt borrowed by the Council to fund its capital programme. In addition, £17.841m has been provided to fund the Council Tax Support Scheme in line with Welsh Government requirements. This will provide financial support to some 17,500 of the most financially disadvantaged council tax payers in the county borough.

Following receipt of the final settlement and a review of the consultation responses the following adjustments have been made to central budgets which total £2.105m:

| Description | Impact | Saving £'000 |
|------------------------------------|--|-----------------|
| Council Tax Increase | Increase to 3.7% rather than 4.5% as per consultation report | 480 |
| Council Tax Collection Rate | Increase from 96% to 97%. This has no impact on the amount paid by council taxpayers | 725 |
| Council Tax Reduction Scheme | Saving due to projected costs for 2018/19 | 200 |
| Contingency - Management of Change | Reduced provision from revised budget to £500k | 450 |
| Pay and Pensions Provision | Reduction in Pension element to £190k | 250 |
| Total | | 2,105 |

9. Budget Analysis 2018/19

9.1 The annual change in the budget is summarised as follows:

| | £'000 | £'000 |
|--|--------|----------------|
| Revised Guideline Budget 2017/18 | | 274,677 |
| Inflation, Pay awards | | 9,766 |
| New Responsibilities (par 6.4) | | 640 |
| Net transfer into RSG (par 6.4) | | 4,209 |
| Service Pressures (par 9.8) | | 2,458 |
| Total Requirement | | 291,750 |
| Directorate savings | | |
| - Education, Leisure and Lifelong Learning | -849 | |
| - Social Services, Health and Housing | -4,550 | |
| - Environment | -688 | |
| - Corporate | -648 | |
| - Other | -55 | -6,790 |
| Corporate Savings (par 8.8) | | -2,105 |
| Budget 2018/19 | | 282,855 |

9.2 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 the Council operates and delivers services.

- 9.3 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 the Corporate Plan, based upon the following three Well-being objectives:
- To improve the well-being of children and young people giving “all of our children and young people the best start in life and helping them be the best they can be”
 - To improve the well-being of all adults who live in the county borough so that “everyone participates fully in community life – socially and economically”
 - To develop the local economy and environment so that the well-being of people can be improved resulting in “Neath, Port Talbot and Pontardawe will be a vibrant and healthy place to live, work and spend our recreational time”
- 9.4 Work will continue during 2018/19 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.
- 9.5 Pay award – the budget allows for a 2% pay award for all staff and the termination of the workforce strategy. An additional £1m has been provided in the pay and pensions budget to fund the proposed pay award offer for lower graded staff. Once the pay award negotiations have been finalised with trade unions this budget will be released to relevant budget holders.
- 9.6 Price & income inflation – price inflation has been allowed on a selective basis and total income receipts have been assumed to increase by 2%, as a result of changes in price and volume.
- 9.7 Service pressures – a review of service pressures has been undertaken and the following additional amounts have been included in the budget:

| | |
|---|--------------|
| Service Pressures & Investment | £'000 |
| Education Leisure and Lifelong Learning | 73 |
| Social Services and Housing | 1,794 |
| Environment | 108 |
| Corporate | 150 |
| Pay and Pensions provision | 333 |
| Total | 2,458 |

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

9.8 Pay and Pensions Provision

A Pay and Pension provision of £1.190m is available in 2018/19 as a contingency to fund the proposed additional pay award for lower graded staff, and any shortfall in the guaranteed funding level required by the Local Government Pension Fund Actuary.

9.9 £18.573m is included in the budget to meet the cost of capital financing charges/ prudential borrowing. A separate report setting out the Council's capital programme is included on the agenda for today.

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

| External Body | 2017/18 | 2018/19 | Change |
|--|--------------|--------------|------------|
| | £'000 | £'000 | £'000 |
| Mid & West Wales Fire & Rescue Authority | 7,104 | 7,288 | 184 |
| Swansea Bay Port Health Authority | 53 | 46 | -7 |
| West Glamorgan Archive Service | 92 | 91 | -1 |
| Magistrates Court | 14 | 13 | -1 |
| Margam Joint Crematorium Committee | 1 | 1 | 0 |
| TOTAL | 7,264 | 7,439 | 175 |

9.11 Council Tax – The draft budget for consultation assumed that the council tax would increase by 4.5%. 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 3.7% or £53.41 to £1,496.71. Based on a council tax base of 47,257.40 Band D properties this will generate council tax proceeds of £70.73m or 25% of the Council's funding to meet its net Budget requirement.

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 13 pence per day.

Members should note that the Council Tax setting process for 2018/19 will be completed at the scheduled meeting on 28th February 2018. At that meeting Council will be required to set the total Council Tax for 2018/19 incorporating the amount payable for this County Borough, the Police and Crime Commissioner for South Wales and relevant Community Council.

10 Standard Spending Assessment – The Council's budget for 2018/19 will be 5.01% or £13.490m above its Standard Spending Assessment of £269.365m, which is the Welsh Government's assessment of the need to spend.

11 Consultation – The following extensive engagement and consultation activities have been undertaken following the approval of the Draft Report that started consultation on 8 November 2017 through to 15 January 2018.

- 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 questions 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
- 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 and summarised below. Members have also considered and reviewed the draft proposals within the appropriate Scrutiny Committee meetings that took place during November, December and January.

Changes to the draft savings proposals and other budget provisions incorporated into the 2018/19 Budget

Following receipt of the Final Local Government Settlement and the closure of the Consultation period the following changes have been made to the original draft proposals.

The council tax increase has been reduced from a proposed 4.5% to 3.7% and, along with consideration of the comments received by respondents, the Council has amended various budget saving proposals as set out below.

ELLL 716 – Tir Morfa Education Centre – savings of £76k withdrawn

ELLL 802 – Celtic Leisure - savings reduced from £100k to £50k

ELLL 810 – Cefn Coed Museum - savings reduced from £10k to £5k

ENV 801 - Car Parking - savings reduced from £200k to £175k - no longer pursuing the withdrawal of free Christmas parking. In addition it is proposed to:

- retain the first hour free parking at Pontardawe
- charge £3.50 at the Gnoll Country Park

OTH 801 – Increased contribution from Margam Crematorium Joint Committee by £5k to £55k

The final Budget also provides for additional investment in the following Environment services areas

- £150k for City Deal to cover Joint Committee contribution and an increase in capacity to develop projects
- £70k for running costs of the former County Court

- £100k for the Household Waste Recycling Centres
- £95k for Jet Vac machine and crew to clear culverts and drains
- £160k to cover increased energy contract costs

It also provides an additional £1m for the pay and pension contingency budget to fund the pay award offer for the lower paid that exceeds the previously budgeted 2% included in the draft budget.

Tourism – Members will note that during the consultation period both Council and external stakeholders highlighted opportunities from Tourism for increased income generation for communities and businesses. The Leader has commissioned a report on how best to maximise such benefits from tourism and this will be subject to further reports and consideration during 2018/19.

12 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
- Reduction in some service levels will occur together with some negative consequential impacts
- A Council Tax increase of 3.7%
- Increased use of income generating opportunities and selective increases in fees & charges.

13. Income Generation

The budget assumes a general uplift of 2% 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 (see also paragraph 22).

The 2018/19 Budget proposals include new or additional income generation strategies which include car parking, homeless

provision at Beaufort House, asset sponsorship, environmental health services and contribution from the Joint Margam Crematorium committee.

The income generation group chaired by the Deputy Leader continue to develop income opportunities which will assist future year budgets. Support is being commissioned from APSE to assist with developing and reviewing opportunities.

14. 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 net application of £4k from specific reserves, resulting in a projected closing balance of £29.211m at 31st March 2019. Details of all specific reserve movements and projected balances are included in Appendix 5.

General Reserves are projected to increase slightly from £20.613m to £20.674m by 31st March 2019, as set out in Appendix 6. Given the projected budget shortfall gap of £58m over the period 2019/20 to 2022/23 together with some significant costs that may arise for funding re landslides etc. it is proposed at this stage to retain the General Reserve for such future funding requirements. As mentioned in paragraph 6.5 Council may be requested to fund for 2018/19 a shortfall in the final Welsh Government grant announcement for the Minority Ethnic Achievement and Gipsy Travellers services.

The Authority is required to retain a reasonable level of reserves. As at 31st March 2019 the general reserves are projected to equate to 7.3% of the Authority's net budget.

15. 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 £989k has been set aside to fund any variations and the 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 2018/19

- 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
- 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 provision for budget pressures
- Correct provision of inflationary increases linked to CPI/RPI
- Changes in taxation
- Unplanned use of the general or specific reserves
- 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
- Correct assessment of pressures arising from the proposed changes to the new pay and grading structure
- 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
- Unfunded costs relating to landslips at Pantteg and Cwmavon
- Variations to the number of claimants for Council Tax Support
- Identify future year savings proposals during a period of public sector funding cuts

- Future years funding requirements for capital investment including City Deal, 21st Century Schools and others.

16. 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 2018/19 at the same level as for 2017/18.

Further information relating to the Council's Equality Impact Assessment Statement for the 2018/19 Budget is included in Appendix 7.

17. 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.

18. 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 three Well-being objectives that the Council has set.

Never the less, 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 a small number of 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 2018/19 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.

19. Workforce Implications

It is expected that some staff will leave the Council's employment by 31st March 2018 through the ER/VR scheme.

Personnel committee has delegated authority to Corporate Directors for any staff changes arising from the ER/VR process by 31 March 2018. Given that this work is ongoing it is proposed that this authority be extended for reporting by the end of June 2018.

20. 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 8th November 2017. 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.

21. 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.

This is the first year that the Welsh Government has provided any indicative funding announcements beyond the next financial year. In the Provisional Local Government announcement we should plan for a -1.5% reduction in 2019-20 but this has subsequently been reduced to a -1% reduction. However, at this stage it is prudent for Budget proposals for future years to be based on the following assumptions:

| | 2019/20 | 2020/21 | 2021/22 | 2022/23 |
|-------------------------|---------|---------|---------|---------|
| WG funding | -2.0% | -2.0% | -2.0% | -2.0% |
| Pay & Pension Provision | 2.0% | 2.0% | 2.0% | 2.0% |
| Price inflation | 2.0% | 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 2018/19, but indicates that savings solutions of circa £58m are required over the following 4 years. This will be addressed as part of the ongoing Forward Financial Planning process.

22. Fees & Charges – as mentioned in paragraph 14 the budget assumes a general uplift of 2% in total income receipts, arising from a combination of variations in price and activity. Income from services and respective fees and charges will form an integral part of future year budget proposals.

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

- 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

23. 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:-
 - o Fees and charges applicable for the financial year 2018/19
 - o 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 2017/18 – approve the revised budget position and arrangements for 2017/18
 - ii) The Council’s Revenue Budget 2018/19
 - Take account of the Equality Impact Assessment and Crime and Disorder impacts in setting the budget for 2018/19

- Approve the Net Revenue Budget requirement for 2018/19, 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 2018/19
 - 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 2018/19 – That the 2018/19 Band D equivalent for Neath Port Talbot County Borough Council will be £1,496.71.

24. Reasons for Proposed Decisions

To fulfil the statutory requirement to determine the budget for 2018/19.

To seek support for the Council's Forward Financial Plan.

To agree arrangements for setting Fees and Charges.

25. Implementation of Decision

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

26. Appendices

Appendix 1 – Revenue Budget Summary 2018/19

Appendix 2 – Welsh Government Grants

Appendix 3 – Service Plan Pressures and Investment

Appendix 4 – Budget Savings – Budget & Forward Financial Plan

Appendix 5 – Specific Reserves

Appendix 6 – General Reserve
Appendix 7 – Equality Impact Assessment for Budget 2018/19
Appendix 8 – Consultation Summary

27. Background Papers

Cabinet Report of 8th November 2017
Budget working papers 2018/19
Welsh Government Guidance on Scrutiny of Local Authority
holding and Utilising of Reserves
Consultation Responses
Equality Impact Assessments

28. Officer Contact

For further information on this report item, please contact:

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Appendix 1

| Revenue Budget Summary | | | |
|--|------------------------|-----------------------|------------------------|
| | 2017/18 | 2017/18 | 2018/19 |
| | Original budget | Revised budget | Original budget |
| | £'000 | £'000 | £'000 |
| Directly Controlled Expenditure | | | |
| Education, Leisure and Lifelong Learning | 103,499 | 103,522 | 105,524 |
| Social Services Health and Housing | 76,444 | 75,874 | 78,632 |
| Environment | 32,710 | 33,258 | 34,755 |
| Corporate Services | 16,554 | 16,730 | 17,433 |
| Total Directly Controlled Expenditure | 229,207 | 229,384 | 236,344 |
| | | | |
| Levies | | | |
| Swansea Bay Port Authority | 53 | 53 | 46 |
| Fire Authority | 7,104 | 7,104 | 7,288 |
| Margam Crematorium | 1 | 1 | 1 |
| | | | |
| Contributions | | | |
| Archives Service | 92 | 92 | 91 |
| Magistrates Court | 14 | 14 | 13 |
| | | | |
| Other Expenditure | | | |
| Capital Financing (net of interest receipts) | 17,830 | 18,270 | 18,573 |
| Council Tax Support | 17,397 | 17,397 | 17,841 |
| Contingency | 1,550 | 993 | 989 |
| Pay and Pension Provision | 650 | 440 | 1,190 |
| Contingency - Management of Change | 800 | 950 | 500 |
| Contribution from Fire Authority Reserve | -21 | -21 | -21 |
| NET REVENUE EXPENDITURE | 274,677 | 274,677 | 282,855 |
| | | | |
| | | | |
| INCOME | | | |
| Revenue Support Grant | 161,547 | 161,547 | 166,733 |
| National Non Domestic Rates | 46,024 | 46,024 | 45,608 |
| Discretionary Rate Relief | -212 | -212 | -216 |
| Council Tax | 67,318 | 67,318 | 70,730 |
| TOTAL INCOME | 274,677 | 274,677 | 282,855 |

Appendix 2

Welsh Local Government Revenue Settlement 2018-2019

Final

Table 9: List and estimated amounts of Grants for total Wales

| Existing Grant name | £m | |
|---|---------|---------|
| | 2017-18 | 2018-19 |
| Communities and Children | | |
| Supporting People | 123.688 | 123.688 |
| Flying Start Revenue Grant | 76.052 | 74.683 |
| Families First | 38.352 | 37.661 |
| Communities First | 19.647 | 0.000 |
| Childcare Offer | 10.000 | 25.000 |
| Communities for Work | 7.120 | 7.199 |
| Cardiff Bay Legacy | 5.891 | 5.400 |
| Promoting Positive Engagement for Young People | 4.330 | 4.330 |
| Out of School Childcare | 2.300 | 2.300 |
| Violence against Women, Domestic Abuse & Sexual Violence Grant | 1.938 | 1.938 |
| St David's Day Fund | 1.000 | 1.000 |
| Lift | 0.990 | 0.000 |
| National Approach to Advocacy | 0.550 | 0.550 |
| Community Cohesion | 0.360 | 0.360 |
| Maintaining the Delivery of the Wales Adoption Register | 0.172 | 0.172 |
| Armed Forces Day | 0.035 | 0.140 |
| Remploy Employment Support Grant | 0.006 | 0.002 |
| Communities First Legacy | 0.000 | 6.000 |
| Communities Work Plus | 0.000 | 10.050 |
| | | |
| Economy and Infrastructure | | |
| Concessionary Fares | 60.466 | NA |
| Bus Services Support Grant | 25.000 | NA |
| Bus Revenue Support Traws Cymru | 3.057 | NA |
| Road Safety Grant | 2.000 | 2.000 |
| Young Persons Discounted Bus Travel Scheme | 1.000 | NA |
| Bus Revenue Support | 0.546 | NA |
| New Developments | 0.500 | 0.000 |
| Enterprise Zones | 0.271 | 0.064 |
| Ports Development Fund | 0.090 | 0.000 |
| Community Rail Partnership | 0.065 | NA |
| Travel Plan Co-ordinators | 0.011 | 0.000 |
| | | |
| Education | | |
| Education Improvement Grant | 133.282 | 118.137 |
| Pupil Development Grant | 91.333 | 91.333 |
| Pioneer Schools | 7.895 | 7.105 |
| Youth Support Grant | 3.856 | 3.470 |
| Small and Rural Schools Grant | 2.500 | 2.500 |
| Reducing infant class sizes grant | 2.000 | 3.000 |
| School Uniform Grant | 0.700 | 0.000 |
| Modern Foreign Languages | 0.480 | 0.432 |
| Senior Business Managers | 0.200 | 0.200 |
| Mentoring and Networking Support for Headteachers | 0.150 | 0.140 |
| Advisory team on Delivery of Foundation Phase for 3-4 year olds | 0.041 | 0.000 |
| National Numeracy Tests - Supported Marking Grant to Consortia | 0.020 | 0.020 |

Appendix 2

| Existing Grant name | 2017-18 | 2018-19 |
|--|----------------|----------------|
| | | |
| Environment and Rural Affairs | | |
| Single Revenue Grant - See note below | 61.790 | 20.793 |
| Waste Infrastructure Procurement Programme - Gate Fee Contributions | 7.507 | 7.867 |
| Animal Health & welfare Framework Funding | 0.200 | 0.200 |
| Financial support to enable prosecution to be brought for breaches in the TB Order | 0.188 | 0.000 |
| Renewal of Grant for the South Wales Regional Aggregate Working Party | 0.050 | 0.050 |
| Waste Planning Monitoring Report - North Wales and South East Wales | 0.049 | 0.049 |
| Waste Planning Monitoring Report - South West Wales | 0.025 | 0.025 |
| Renewal of Grant for the North Wales Regional Aggregate Working Party | 0.025 | 0.025 |
| | | |
| Finance and Local Government | | |
| Cardiff Capital City Deal | 20.000 | 10.000 |
| High Street Rate Relief | 10.000 | 4.500 |
| Child Burials | 0.200 | 0.600 |
| | | |
| Lifelong Learning and Welsh Language | | |
| Post-16 Provision in Schools | 98.422 | 92.287 |
| Adult Community Learning | 4.307 | 4.307 |
| Additional Learning Needs Innovation Fund | 1.320 | 0.000 |
| Learning in Digital Wales (Phase 2) | 0.500 | 0.450 |
| Promote and Facilitate the use of the Welsh language | 0.314 | 0.314 |
| Development of the Seren Network | 0.120 | 0.300 |
| | | |
| Social Services and Public Health | | |
| Welsh Independent Living Grant | 27.000 | RSG |
| Substance Misuse Action Fund | 22.663 | 22.663 |
| Social Care Workforce Grant | 19.000 | RSG |
| Expanding Edge of Care Services | 5.000 | RSG |
| Carer's Respite Care Grant | 3.000 | RSG |
| Support for Care Leavers | 1.650 | RSG |
| Reflect Project | 0.850 | RSG |
| Secure Estates | 0.412 | RSG |
| National Framework for Fostering | 0.400 | RSG |
| Development of Adoption Support Services in Wales | 0.215 | 0.090 |
| | | |
| All Grants | 913.100 | 693.393 |
| All Grants excluding NA (for like-for like comparison) | 730.529 | 693.393 |

NA – Grant amount not available

Revenue Pressures and Investments

| Ref | Service area | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 |
|---------|--|---------|---------|---------|---------|---------|
| | | £'000 | £'000 | £'000 | £'000 | £'000 |
| ELLL5 | Home to School Transport - Welsh Medium 2nd campus | 65 | 100 | 35 | 0 | 0 |
| ELLL6 | Ysgol Bae Baglan Pay Protection | -27 | -53 | 0 | 0 | 0 |
| ELLL8 | School uniform grant following termination of WG Grant | 35 | 0 | 0 | 0 | 0 |
| SSHH44 | Adult Services LD - growth | 100 | 100 | 0 | 0 | 0 |
| SSHH48 | Adult Services LD - transition growth | 100 | 100 | 0 | 0 | 0 |
| SSHH50 | Living Wage - Contracts | 544 | 654 | 705 | 0 | 0 |
| SSHH51 | Residential care - additional provision | 250 | 270 | 280 | 280 | 280 |
| SSHH52 | Under achievement of previous FFP savings target in care packages and transfers to direct payments | 800 | 0 | 0 | 0 | 0 |
| ENVT19 | Provision for Single Environment Grant | 100 | 100 | 0 | 0 | 0 |
| ENVT21 | One off funding for Environment and Street scene | -970 | 0 | 0 | 0 | 0 |
| ENVT24 | Environmental Health pressure | 25 | 0 | 0 | 0 | 0 |
| ENVT 25 | Maintenance of PDR | 50 | 0 | 0 | 0 | 0 |
| ENVT 26 | Additional Housing, Electronic signs and public lighting | 28 | 0 | 0 | 0 | 0 |
| ENVT 27 | Additional costs waste strategy implementation | 150 | 0 | 0 | 0 | 0 |
| ENVT 28 | Additional recycling crew and vehicle | 150 | 0 | 0 | 0 | 0 |
| ENVT 29 | City deal | 150 | 0 | 0 | 0 | 0 |
| ENVT 30 | Former County Court building running costs | 70 | 0 | 0 | 0 | 0 |
| ENVT 31 | Household Waste Recycling Centres - increased tonnage | 100 | 0 | 0 | 0 | 0 |
| ENVT 32 | Culvert and drainage clearing - Jet Vac vehicle and crew | 95 | 0 | 0 | 0 | 0 |
| ENVT 33 | Energy costs | 160 | 0 | 0 | 0 | 0 |
| CORP16 | Housing Benefit Admin Subsidy Grant reductions | 100 | 100 | 0 | 0 | 0 |
| CORP17 | Coroner | 50 | 0 | 0 | 0 | 0 |
| OTH004 | Living wage - NPT | 333 | 416 | 975 | 0 | 0 |
| OTH008 | Living wage - other contracts | 0 | 250 | 0 | 0 | 0 |

Revenue Pressures and Investments

| Ref | Service area | 2018/19 | 2019/20 | 2020/21 | 2021/22 | 2022/23 |
|------------|---------------------|----------------|----------------|----------------|----------------|----------------|
| | | £'000 | £'000 | £'000 | £'000 | £'000 |
| OTH009 | New pay scale | 0 | 2,800 | 250 | 250 | 250 |
| CONT1 | General Contingency | 0 | 1,000 | 2,000 | 2,000 | 2,000 |
| | | | | | | |
| | Total | 2,458 | 5,837 | 4,245 | 2,530 | 2,530 |

Budget Savings

Appendix 4

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|--|---------------|---|--------------------|----------|--------------|--------------|
| ELLL704 | ES&C | Out of county placements | Andrew Thomas | No major impact, pupils will have reached school leaving age. Also savings in special school transport costs | 1,251 | 23% | 213 | 72 |
| ELLL707 | ES&C | Pontardawe Arts Centre - Reduce Subsidy | Andrew Thomas | Further reduction in net funding to theatres, possibly a reduction in opening times. Investigating other income generation opportunities to compensate for reduced subsidy. | 224 | 36% | 40 | 40 |
| ELLL708 | ES&C | Gwyn Hall - Reduce Subsidy | Andrew Thomas | More efficient management of Celtic Leisure contract. | 220 | 36% | 40 | 40 |
| ELLL712 | ES&C | Reduction in management costs. | Andrew Thomas | Full year impact of 2017/18 decision | 1,063 | 2% | 19 | 0 |
| ELLL714 | ES&C | Disability Sport - Withdraw match funding support for Disability Sports Coordinator's post | Andrew Thomas | Full year effect of 2017/18 decision. No decrease in provision as grant terms and conditions met. | 117 | 13% | 15 | 0 |
| ELLL715 | ES&C | School Catering | Chris Millis | Savings from implementing new pay scale | 1,835 | 5% | 100 | 0 |
| ELLL801 | ES&C | Re-negotiate current contract to deliver outdoor education at the Discovery Centre, Margam Park. | Andrew Thomas | Likely increased cost for NPT pupils - more in line with what other users pay. Every effort will be made to protect financially disadvantaged pupils from price increases. | 366 | 68% | 0 | 250 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|--|---------------|---|--------------------|----------|--------------|--------------|
| ELLL802 | ES&C | Celtic Leisure Contract - negotiate a reduction in subsidy | Andrew Thomas | More efficient management of Celtic Leisure contract. | 1,378 | 11% | 50 | 100 |
| ELLL803 | ES&C | Youth Service - secure 5% efficiencies on core budget | Chris Millis | Reduced provision, resulting in less capacity to support young people. Aim to target more strategic activity. | 510 | 5% | 25 | 0 |
| ELLL804 | ES&C | School meals | Chris Millis | Savings identified as a direct result of the reduction in the number of schools | 1,835 | 3% | 50 | 0 |
| ELLL805 | ES&C | Music - 10% efficiency | Chris Millis | Reduced access to music provision across the County Borough. | 170 | 10% | 17 | 0 |
| ELLL806 | ES&C | Cut ERW additional funding | Chris Millis | Cease annual contribution to ERW and reduce core funding on the basis there are now far fewer schools in NPT | 0 | 0% | 80 | 0 |
| ELLL807 | ES&C | School cleaning - full cost recovery | Chris Millis | Increase current costs to primary and special schools. Possible risk of outsourcing. | 70 | 100% | 70 | 0 |
| ELLL808 | ES&C | Margam Park - market test with a view to appoint an operator for the catering functions. | Andrew Thomas | No impact to service users. Possible TUPE issues for staff for the very small number of staff who may be affected | 366 | 20% | 0 | 75 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|--|----------------------------------|--|--------------------|----------|--------------|--------------|
| ELLL809 | ES&C | Inclusion services - efficiency savings | Andrew Thomas | Further review of all areas of expenditure to secure efficiencies, eg vacancy management, out of county placements of pupils, maximising income | 4,648 | 1% | 50 | 0 |
| ELLL810 | ES&C | Cefn Coed Museum - reduce subsidy | Chris Millis | Consult and work with Friends of Cefn Coed Museum to identify income generation opportunities and volunteer contributions. | 55 | 18% | 5 | 5 |
| ELLL811 | ES&C | Home to School Transport - 1% savings target | Chris Millis | Home to school transport route re-tender savings. | 5,360 | 1% | 50 | 0 |
| ELLL812 | ES&C | Children and Young People - 5% efficiency on core budget costs | Chris Millis | Reduced provision, resulting in less capacity to support young people. | 515 | 5% | 25 | 0 |
| SSHH801 | SCHWB | Direct Payments | Andrew Jarrett/ Angela Thomas | The Social Services and Well being Act 2014 requires Councils to promote Direct Payments (DP). Social Workers will actively promote DP's to offer choice and control over the services they require. Savings will be made against the total placements budget. | 47,556 | 2% | 950 | 0 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|----------------------|----------------|---|--------------------|----------|--------------|--------------|
| SSHH802 | SCHWB | Asset Based Approach | Andrew Jarrett | The asset based approach is a successful strategy for reducing costs of social care by diverting demand and avoiding costs by earlier intervention & prevention; in addition to the very successful early intervention that already goes on. This means identifying sources of community provision which will meet people's needs in different ways. Savings will be made against the total adult placements budgets. | 47,556 | 1% | 685 | 0 |
| SSHH803 | SCHWB | Children Services | Keri Warren | The savings will be made against the total children placements budget and will encompass a focus on ensuring that children who can live at home do so, and those that cannot are provided with stability in care. | 8,276 | 6% | 500 | 0 |

Budget Savings

Appendix 4

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|---|------------|---|--------------------|----------|--------------|--------------|
| SSHH804 | SCHWB | Learning Disabilities reconfiguration | Ian Oliver | Review of Independent Supported Living packages of care, with a planned approach to reassessing people's needs to enable individuals to be as independent as possible. Explore how, the use of assisted technology can support people in different ways especially during the night. Work with the whole sector to create more effective models of care/support & promote greater independence. | 12,552 | 4% | 500 | 0 |
| SSHH805 | SCHWB | Review of domiciliary care packages of care | Ian Oliver | Carry out reviews for packages of independent sector domiciliary care within the community to ensure that people are supported to achieve greater independence and are not being over supported. | 6,497 | 1% | 85 | 0 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|--|---------------|---|--------------------|----------|--------------|--------------|
| SSHH806 | SCHWB | Maximise usage of block booked residential care beds | Angela Thomas | Ensure the utilisation of the block contracted beds are maximised to the 80% contracted amount with the Service provider - POBL. Manage the allocations into these beds from a central point to ensure full occupancy, savings based on a reduction of independent sector placements due to maximising beds. Savings will be made against the elderly residential care budget | 18,884 | 1% | 200 | 0 |
| SSHH807 | SCHWB | Reconfigure assessment & reablement beds within block contract | Ian Oliver | Review the use of assessment and reablement beds, convert a proportion of the capacity to long terms beds to maximise utilisation. Savings will be made by better use of the elderly residential care budget | 18,884 | 0% | 80 | 0 |
| SSHH808 | SCHWB | Welsh Independent Living Grant (WILG) Service Reviews | Ian Oliver | Review of all placements receiving WILG funding to create greater independence. Savings will be made against the WILG budget. | 1,273 | 39% | 500 | 0 |
| SSHH809 | SCHWB | Beaufort House | Angela Thomas | Reopen Beaufort house as a homeless hostel to increase homelessness provision in the borough | 0 | 0% | 150 | 0 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|---------------------------|----------------------------|--|--------------------|----------|--------------|--------------|
| SSHH810 | SCHWB | Mental Health placements | Ian Oliver /Beverly Cannon | Carry out a review of people's needs, within mental health residential services. To support people to access community based support and achieve greater independence. Savings will be made against the mental health placement budget | 2,369 | 4% | 100 | 0 |
| SSHH811 | SCHWB | Double handling programme | Ian Oliver | Occupational Therapists to carry out a review of people receiving double handling care calls from the external homecare sector. Creating greater independence, with the right support and equipment. Savings will be achieved in the external domiciliary care service. | 6,497 | 5% | 300 | 0 |
| SSHH812 | SCHWB | Internal homecare service | Angela Thomas | Carry out an in-depth review of the current homecare provision to explore the optimum operating model. Retain complex, reablement and rapid response elements, and explore ways to commission generic homecare from the independent sector. Savings will be achieved by deleting vacant posts and reducing the flexible cover budget | 4,622 | 11% | 500 | 0 |
| ENV706 | CS&PP | Asset Sponsorship | Nicola Pearce | Income generation | 0 | 0% | 75 | 0 |

Budget Savings

Appendix 4

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|--------|-------|-----------------------------------|-----------------|---|--------------------|----------|--------------|--------------|
| ENV801 | S&E | Car Parking | Dave Griffiths | Alignment and Increase in charges. Retention of 1 hour free parking in Pontardawe. Introduction of mobile CCTV camera van enforcement with focus on dangerous parking outside schools and bus bays. | -171 | -102% | 175 | 0 |
| ENV802 | S&E | Waste Disposal Procurement | Michael Roberts | Subject to the outcome of procurement | 4,915 | 4% | 200 | 0 |
| ENV803 | S&E | Household Waste Recycling Centres | Michael Roberts | Alternative service delivery in the Upper Swansea Valley but extend current service contract at Pwllfawatin for 2018/19 | 1,299 | 8% | 100 | 0 |
| ENV804 | All | Staff savings | All | Reduced staff capacity | 0 | 0% | 30 | 0 |
| ENV805 | CS&PP | Planning | Nicola Pearce | Reduced staff | 310 | 10% | 30 | 0 |
| ENV806 | R&SD | Crynant Business Centre | Simon Brennan | Increase rentals | 18 | 98% | 18 | 0 |
| ENV807 | S&E | Gnoll Country Park | Michael Roberts | Increase in charges including car parking | 74 | 40% | 30 | 0 |
| ENV808 | S&E | Survey Team | Michael Roberts | Service Review to ensure all costs are recovered from clients | 66 | 46% | 30 | 0 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|---|---------------|---|--------------------|----------|--------------|--------------|
| CORP576 | P&R | 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. | 614 | 6% | 0 | 36 |
| CORP577 | P&R | CCTV - cost savings | Karen Jones | Savings at the end of the current CCTV Maintenance contract period. | 243 | 12% | 0 | 30 |
| CORP604 | P&R | Occupational Health - reduce professional fees budget | Sheenagh Rees | Full year impact of savings from introducing Occupational Health on line referral system and the referral hotline number. | 260 | 4% | 10 | 0 |
| CORP702 | P&R | Staff reductions | S John | 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 2020. | 3,883 | 8% | 200 | 100 |
| CORP705 | P&R | Human Resources - occupational health, health & safety | Sheenagh Rees | Delete partial hours where post holders have reduced their working hours. | 624 | 2% | 15 | 0 |

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|--|---------------|---|--------------------|----------|--------------|--------------|
| CORP801 | P&R | Financial Services - Staff reductions in various teams across the finance division | Dave Rees | These reductions will require re-structuring of the relevant sections which may impact on performance levels. It is expected that the staff reduction should be achieved via ER/VR. | 3,513 | 7% | 163 | 95 |
| CORP802 | P&R | Financial Services - Non staff savings | Dave Rees | Reduced spend available for non staff expenditure heads. | 3,513 | 0% | 15 | 0 |
| CORP803 | P&R | Legal services | David Michael | Staff savings | 886 | 4% | 32 | 0 |
| CORP804 | P&R | Land charges | David Michael | Staff savings | -51 | -53% | 27 | 0 |
| CORP805 | P&R | Legal Services - corporate support services | David Michael | Staff savings | 112 | 12% | 13 | 0 |
| CORP806 | P&R | Health & Safety - Staff reductions | Sheenagh Rees | Reductions in capacity to manage health and safety of projects and staff. | 364 | 4% | 15 | 0 |
| CORP807 | P&R | HR - Staff reductions | Sheenagh Rees | Reduce capacity to respond to statutory data returns, implement personnel committee reports, data cleansing, resulting in delays in response to queries, compilation of FOI requests. | 1,300 | 3% | 34 | 0 |

Budget Savings

Appendix 4

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|---------|-------|----------------------------------|---------------|--------------------------|--------------------|----------|--------------|--------------|
| CORP808 | P&R | Training | Sheenagh Rees | Non staff savings | 247 | 1% | 2 | 0 |
| CORP809 | P&R | Corporate Services | Hywel Jenkins | Reduction in staff costs | 3,513 | 1% | 30 | 0 |
| CORP810 | P&R | Community Safety | Karen Jones | Staff savings | 159 | 5% | 8 | 0 |
| CORP811 | P&R | Community Safety | Karen Jones | Non staff savings | 159 | 1% | 2 | 0 |
| CORP812 | P&R | Democratic services | Karen Jones | Transport savings | 1,344 | 1% | 19 | 0 |
| CORP813 | P&R | Democratic services | Karen Jones | Staff savings | 1,344 | 1% | 17 | 0 |
| CORP814 | P&R | Democratic services | Karen Jones | Non staff costs | 1,344 | 0% | 3 | 0 |
| CORP815 | P&R | Corporate strategy | Karen Jones | Increase income | 365 | 6% | 23 | 0 |
| CORP816 | P&R | Corporate strategy | Karen Jones | Non staff savings | 365 | 1% | 2 | 0 |
| CORP817 | P&R | One stop shop | Karen Jones | Staff savings | 614 | 1% | 9 | 0 |
| CORP818 | P&R | One Stop Shop and Contact Centre | Karen Jones | Non staff savings | 614 | 1% | 7 | 0 |
| CORP819 | P&R | Communications | Karen Jones | Non staff savings | 272 | 1% | 2 | 0 |

Budget Savings

Appendix 4

NB: All budget savings commencing with references 500, 600 and 700 have been approved in previous financial years.

| Ref | Board | Description | Lead | Main Impacts | Net Budget 2017/18 | % saving | 2018/19 £000 | 2019/20 £000 |
|--------|-------|--------------------|---------------|-----------------------------------|--------------------|----------|--------------|--------------|
| OTH801 | P&R | Margam Crematorium | David Michael | Contribution from Joint Committee | N/A | 0% | 55 | 0 |
| | | | | | | | | |
| | | | | Total | | | 6,790 | 843 |

Specific Reserves

| Description | Reserve at 1st April 2017 £000 | Reserve Movements 2017/18 | | Est Balance at 31 Mar 2018 £000 | Reserve Movements 2018/19 | | Est Balance at 31 Mar 2019 £000 |
|--|---|---------------------------------|--------------|---|---------------------------------|--------------|---|
| | | To £000 | From £000 | | To £000 | From £000 | |
| EDUCATION, LEISURE & LIFELONG LEARNING | | | | | | | |
| <i>Delegated Schools Cash Reserves</i> | | | | | | | |
| ERVR Primary | Cr 48 | 0 | 0 | Cr 48 | Cr 1 | 0 | Cr 49 |
| Primary Schools Reserve A/C | Cr 2,059 | 0 | 0 | Cr 2,059 | 0 | 0 | Cr 2,059 |
| Secondary Schools Reserve A/C | Cr 569 | 0 | 0 | Cr 569 | 0 | 0 | Cr 569 |
| Special Schools Reserve A/C | Cr 127 | 0 | 0 | Cr 127 | 0 | 0 | Cr 127 |
| Repairs and Maintenance Reserve | Cr 161 | 0 | 0 | Cr 161 | 0 | 0 | Cr 161 |
| | Cr 2,964 | 0 | 0 | Cr 2,964 | Cr 1 | 0 | Cr 2,965 |
| <i>Education, Leisure and Lifelong Learning</i> | | | | | | | |
| Equalisation Account-Education | Cr 55 | 0 | 50 | Cr 5 | 0 | 0 | Cr 5 |
| Home to School Transport | 0 | Cr 60 | 0 | Cr 60 | 0 | 60 | 0 |
| | Cr 55 | Cr 60 | 50 | Cr 65 | 0 | 60 | Cr 5 |
| Total Education Leisure & Lifelong Learning | Cr 3,019 | Cr 60 | 50 | Cr 3,029 | Cr 1 | 60 | Cr 2,970 |

Specific Reserves

| Description | Reserve at 1st April 2017 £000 | Reserve Movements 2017/18 | | Est Balance at 31 Mar 2018 £000 | Reserve Movements 2018/19 | | Est Balance at 31 Mar 2019 £000 |
|---|---|---------------------------------|--------------|---|---------------------------------|--------------|---|
| | | To £000 | From £000 | | To £000 | From £000 | |
| SOCIAL SERVICES, HEALTH & HOUSING | | | | | | | |
| <i>Hillside Secure Unit</i> | | | | | | | |
| Hillside General Reserve | Cr 1,713 | Cr 139 | 202 | Cr 1,650 | Cr 143 | 238 | Cr 1,555 |
| | Cr 1,713 | Cr 139 | 202 | Cr 1,650 | Cr 143 | 238 | Cr 1,555 |
| <i>Other</i> | | | | | | | |
| WB Safeguarding Board Reserve | Cr 100 | 0 | 0 | Cr 100 | 0 | 0 | Cr 100 |
| Substance Misuse Joint committee | Cr 27 | 0 | 0 | Cr 27 | 0 | 0 | Cr 27 |
| Homecare ECM Equipment Reserve | Cr 43 | Cr 10 | 0 | Cr 53 | Cr 10 | 0 | Cr 63 |
| Community Care Transformation Reserve | Cr 108 | 0 | 0 | Cr 108 | 0 | 0 | Cr 108 |
| Social Services Equalisation | Cr 40 | 0 | 0 | Cr 40 | 0 | 0 | Cr 40 |
| Youth Offending Team - Equalization | Cr 153 | 0 | 0 | Cr 153 | 0 | 0 | Cr 153 |
| | Cr 471 | Cr 10 | 0 | Cr 481 | Cr 10 | 0 | Cr 491 |
| | | | | | | | |
| Total Social Services Health & Housing | Cr 2,184 | Cr 149 | 202 | Cr 2,131 | Cr 153 | 238 | Cr 2,046 |

Specific Reserves

| Description | Reserve at 1st April 2017 £000 | Reserve Movements 2017/18 | | Est Balance at 31 Mar 2018 £000 | Reserve Movements 2018/19 | | Est Balance at 31 Mar 2019 £000 |
|--|---|---------------------------------|--------------|---|---------------------------------|--------------|---|
| | | To £000 | From £000 | | To £000 | From £000 | |
| ENVIRONMENT | | | | | | | |
| <i>Directorate</i> | | | | | | | |
| Concessionary Fare - Bus Pass Replacement Reserve | Cr 152 | 0 | 0 | Cr 152 | 0 | 0 | Cr 152 |
| Asset Recovery Incentive Scheme | Cr 86 | 0 | 0 | Cr 86 | 0 | 0 | Cr 86 |
| Local Development Plan | Cr 126 | Cr 39 | 39 | Cr 126 | 0 | 0 | Cr 126 |
| Economic Development | Cr 40 | Cr 200 | 200 | Cr 40 | Cr 200 | 200 | Cr 40 |
| Winter Maintenance Reserve | Cr 764 | 0 | 0 | Cr 764 | 0 | 0 | Cr 764 |
| Building Maintenance Reserve | Cr 100 | 0 | 100 | 0 | 0 | 0 | 0 |
| Environment Equalization Reserve | Cr 184 | 0 | 145 | Cr 39 | 0 | 0 | Cr 39 |
| Environment Legacy Reserve (SWTRA) | Cr 60 | 0 | 0 | Cr 60 | 0 | 0 | Cr 60 |
| Baglan Bay Innovation Centre - Dilapidation Reserve | 0 | Cr 78 | 0 | Cr 78 | 0 | 0 | Cr 78 |
| | Cr 1,512 | Cr 317 | 484 | Cr 1,345 | Cr 200 | 200 | Cr 1,345 |
| <i>Operating Accounts</i> | | | | | | | |
| Operating Accounts Equalization | Cr 36 | 0 | 16 | Cr 20 | 0 | 0 | Cr 20 |
| Fleet Maintenance Reserve | Cr 100 | 0 | 23 | Cr 77 | 0 | 0 | Cr 77 |
| Vehicle Tracking | Cr 12 | 0 | 12 | 0 | 0 | 0 | 0 |
| Operating Accounts -Vehicle Renewals | Cr 1,705 | 0 | 498 | Cr 1,207 | Cr 1,063 | 0 | Cr 2,270 |
| | Cr 1,853 | 0 | 549 | Cr 1,304 | Cr 1,063 | 0 | Cr 2,367 |
| Total Environment | Cr 3,365 | Cr 317 | 1,033 | Cr 2,649 | Cr 1,263 | 200 | Cr 3,712 |

Specific Reserves

| Description | Reserve at 1st April 2017 £000 | Reserve Movements 2017/18 | | Est Bal at 31 Mar 2018 £000 | Reserve Movements 2018/19 | | Est Bal at 31 Mar 2019 £000 |
|---|---|---------------------------------|--------------|--|---------------------------------|--------------|--|
| | | To £000 | From £000 | | To £000 | From £000 | |
| FINANCE AND CORPORATE SERVICES | | | | | | | |
| Elections Equalisation Fund | Cr 367 | Cr 30 | 200 | Cr 197 | Cr 15 | 0 | Cr 212 |
| Health & Safety / Occupational Health | Cr 104 | 0 | 30 | Cr 74 | 0 | 54 | Cr 20 |
| Development Fund for Modernisation | Cr 145 | Cr 55 | 90 | Cr 110 | Cr 5 | 0 | Cr 115 |
| IT Renewals Fund | Cr 1,512 | Cr200 | 500 | Cr 1,212 | 0 | 315 | Cr 897 |
| Corporate Equalisation Reserve | Cr 805 | Cr 265 | 501 | Cr 569 | 0 | 424 | Cr 145 |
| Building Capacity | Cr 72 | Cr 21 | 21 | Cr 72 | 0 | 0 | Cr 72 |
| Digital Modernisation Reserve | Cr 270 | Cr 59 | 211 | Cr 118 | 0 | 106 | Cr 12 |
| Voluntary Organisation Reserve | Cr 51 | 0 | 19 | Cr 32 | 0 | 10 | Cr 22 |
| Total Finance and Corporate Services | Cr 3,326 | Cr 630 | 1,572 | Cr 2,384 | Cr 20 | 909 | Cr 1,495 |
| COUNCIL RESERVES | | | | | | | |
| Insurance-Claims Reserve | Cr 4,724 | Cr 280 | 280 | Cr 4,724 | Cr 280 | 280 | Cr 4,724 |
| Swansea Bay City Deal reserve | Cr 50 | 0 | 50 | 0 | 0 | 0 | 0 |
| Income Generation Reserve | Cr 200 | Cr 550 | 0 | Cr 750 | 0 | 34 | Cr 716 |
| Housing Warranties | Cr 220 | 0 | 0 | Cr 220 | 0 | 0 | Cr 220 |
| Fire Reserve | Cr 52 | 0 | 21 | Cr 31 | 0 | 0 | Cr 31 |
| Waste Reserve | Cr 423 | 0 | 30 | Cr 393 | 0 | 0 | Cr 393 |
| LAWDC Contingency Reserve | Cr 988 | 0 | 17 | Cr 971 | 0 | 0 | Cr 971 |
| Treasury Management Equalisation | Cr 3,075 | 0 | 0 | Cr 3,075 | 0 | 0 | Cr 3,075 |
| ERVR - Transitional Reserve | Cr 6,243 | 0 | 145 | Cr 6,098 | 0 | 0 | Cr 6,098 |
| Accommodation Strategy | Cr 2,760 | 0 | 0 | Cr 2,760 | Cr 50 | 50 | Cr 2,760 |
| Total Council Reserves | Cr 18,735 | Cr 830 | 543 | Cr 19,022 | Cr 330 | 364 | Cr 18,988 |
| GRAND TOTAL SPECIFIC RESERVES | Cr 30,629 | Cr 1,986 | 3,400 | Cr 29,215 | Cr 1,767 | 1,771 | Cr 29,211 |

General Reserve

| | Original 2017/18 | Revised 2017/18 | Estimate 2018/19 | Estimate 2019/20 | Estimate 2020/21 | Estimate 2021/22 |
|---|-----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Opening balance 1st April | Cr 17,345 | Cr 19,737 | Cr 20,613 | Cr 20,674 | Cr 20,919 | Cr 21,174 |
| Council Tax increased income | Cr 1,400 | Cr 1,400 | Cr 1,000 | Cr 1,000 | Cr 1,000 | Cr 1,000 |
| Capital - Phase II Accommodation financing costs | 350 | 350 | 340 | 330 | 320 | 310 |
| Doubtful Debt Provision | 160 | 160 | 200 | 200 | 200 | 200 |
| Contributions to the Economic Development Fund | 200 | 200 | 200 | 200 | 200 | 200 |
| Community Councils Grant Scheme | 25 | 25 | 25 | 25 | 25 | 25 |
| Pantteg landslip - media support | 0 | 0 | 40 | 0 | 0 | 0 |
| NPT Works contract termination | 0 | 0 | 135 | 0 | 0 | 0 |
| Transfer to Income Generation Reserve at year end | 0 | 550 | 0 | 0 | 0 | 0 |
| 2017/18 Projected underspend as per Quarter 3 Monitoring Report | 0 | Cr 761 | 0 | 0 | 0 | 0 |
| Estimated Closing balance 31st March | Cr 18,010 | Cr 20,613 | Cr 20,674 | Cr 20,919 | Cr 21,174 | Cr 21,439 |

Equality Impact Assessment – Budget 2018/19

(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 to inform the Budget 2018/19.

Budget saving proposals, identified previously for realisation in 2018/19, form part of the current suite of budget saving proposals. As these were assessed in previous equality impact assessments they do not form part of this current assessment.

However, as the current suite of proposals were subject to public consultation during autumn 2017 cursory reference has been made to previously identified proposals in the Post Consultation section of the assessment.

(c) It was initially screened for relevance to Equality and Diversity in July 2017

(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

Please note:

Sections 1-5 - prepared prior to the public consultation period.

Section 6 - prepared following public consultation

Equality Impact Assessment – Budget 2018/19

Section 1 – Aims (See guidance):

What are the aims?

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

| | | | |
|------------------------------------|-------------------------------------|--------------------------|-------------------------------------|
| 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. In addition to the number of people using the service other relevant information such as age, sex, disability etc., is also collected which in turn informs 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 Talbot. Please see details below.

Neath Port Talbot 2011 Census Summary Factsheet



1 Resident population

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

2 Resident population age structure

| | No. | % |
|-------------------|--------|------|
| 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

| | No. | % |
|------------------------|---------|------|
| 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

| | No. | % |
|-------------|--------|------|
| 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

| | No. | % |
|---------------------------------|--------|------|
| People with LLTI (Lot & little) | 39,112 | 28.0 |

| General Health | | |
|----------------|---------|------|
| | No. | % |
| Very good/good | 102,543 | 73.4 |
| Fair | 22,640 | 16.2 |
| Very bad/bad | 14,629 | 10.5 |

6 Residents in communal establishments

| | No. | % |
|-------|-------|-----|
| Total | 1,130 | 0.8 |

7 Households

60,393

8 Central heating (households)

| | |
|--------------------|-----|
| No central heating | 674 |
|--------------------|-----|

9 Dwellings

| | |
|---------------------------|--------|
| Total number of dwellings | 63,978 |
|---------------------------|--------|

10 Household and family types %

| | |
|-----------------------------------|------|
| 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 |

11 Housing tenure

| | No. | % |
|------------------|--------|------|
| 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 |

12 Household spaces

| | |
|-----------------------------|--------|
| Household spaces | 64,017 |
| At least one usual resident | 60,393 |
| No usual residents | 3,624 |

13 Dwelling type %

| | |
|-------------------------------|------|
| Whole house or bungalow | 89.2 |
| Flat, maisonette or apartment | 10.6 |

14 Car ownership %

| | |
|------------------------------|------|
| Households with no car/van | 25.5 |
| Households with one car/van | 43.3 |
| Households with 2+ cars/vans | 31.1 |

15 Economic activity (% of all aged 16-74)

| | Male | Female |
|-----------------------|------|--------|
| Economically active** | 67.2 | 57.4 |
| Economically inactive | 32.8 | 42.6 |

**i.e. economic-activity rate

16 Economically active (% of all aged 16-74)

| | Male | Female |
|-------------------|------|--------|
| 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 |

17 Economically inactive (% of all aged 16-74)

| | Male | Female |
|---------------------------|------|--------|
| 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 |

18 Employed residents

| | |
|--------|--------|
| Total | 57,220 |
| Male | 30,365 |
| Female | 26,855 |

19 Weekly hours worked (main job) %

| | Male | Female |
|------------------|--------|--------|
| 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 |

20 Self-employed

| | |
|--------|-------|
| Total | 5,908 |
| Male | 4,286 |
| Female | 1,622 |

21 Qualified residents (% of all aged 16+)

| | |
|--|------|
| 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 |

22 National identity

| | |
|---------------------|------|
| 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 %

| | NPT | Wales |
|---|------|-------|
| 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 decimal 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.

Equality Impact Assessment for Budget 2018/19

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

Equality Impact Assessment for Budget 2018/19

Proposals identified during previous years' budget processes (identified by ref numbers 5, 6 and 7)

The assessment undertaken for the budget 2017/18 indicated the likelihood of a net negative impact on protected groups. However, a number of mitigating actions to reduce the impacts were also identified and some further proposals were withdrawn.

During the financial year budget savings on some proposals for 2017/18 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.

New budget proposals for 2018/19 (Identified beginning with ref number 8)

The proposals relating to primarily internal arrangements e.g. reductions in office expenditure, civic transport, vacancy management, etc., are considered essentially to have a neutral impact on people from protected groups.

However, with the reduction in staff costs and the likely outcomes of the various service reviews there may be potential negative impacts for staff, especially those 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. The pay award offer of 2% plus a higher offer for the lower paid will assist staff.

It is acknowledged that there will be a significant negative impact on various groups including children and young people, as a result of specific proposals, e.g. savings in the youth service and music service budgets as well as more generally across all protected characteristics with, for example, the reduction in subsidies to Cefn Coed Museum and Celtic Leisure, increases in commercial rents (where the cost of could be passed on to consumers) and parking charges.

It is anticipated that the combined impact of the various proposals on schools will be negative but this will be offset with the additional funds provided for the pay award and inflationary measures. The consequences of the saving proposals in the youth service and music service, along with the potentially higher costs to access outdoor education at Margam, will likely negatively impact on pupils' opportunities and may limit their activity and social interaction and will affect their sense of well-being. This 'opportunity poverty' will impact on those pupils who are among the most vulnerable in the county borough

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 reviews of the various services, e.g. the review on independent living packages of care, domiciliary care, double handling programme, etc., are part of a continuous programme of reflection and service improvement which aims to enable better outcomes for service users. However, it is recognised that there is a possibility for mixed or negative impacts as a result of changes in service provision, dependence

Equality Impact Assessment for Budget 2018/19

issues and ongoing appropriate provision.

It is likely that the proposal to increase charges and income from car parking will impact negatively on people from protected groups (children and young people, older and disabled people, women) as well as adding to the cumulative impact of proposals on these particular groups. Increases in charges could have a detrimental impact on those who use facilities; socially, educationally, to combat isolation, to improve mental health and wellbeing as well as for accessing essential services, such as health etc.

Household waste recycling centre – The service currently at Pwllfawatkin will continue for 2018/19 and hence will have a neutral impact on service users. There is potential for a negative or mixed impact with the proposed alternative service in the Upper Swansea Valley in future years. If there is a change of location people using the service will be required to travel further which could impact on various groups including those with caring responsibilities (usually women) and disabled people.

The cumulative impact on various protected characteristics of the budget proposals is likely to be overwhelmingly negative.

With the majority of the budget savings proposals being staff related within Corporate Services it is likely these will have a neutral impact on service users. However, the impacts as a result of staff savings are likely to be negative on staff in relation to service provision under reduced capacity. Similarly negative impacts are likely within Environment in relation to staff reductions/deletion of posts.

To assist with delivering these staff related 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.

Officers will continue to monitor the budget savings proposals to determine if amendments can be made to improve positive impacts or lessen negative impacts.

(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.

Equality Impact Assessment for Budget 2018/19

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

Officers will continue to monitor the budget savings proposals to determine if amendments can be made to improve positive impacts or lessen negative impacts.

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.

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.

Equality Impact Assessment for Budget 2018/19

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

(b) Reduce Social Exclusion and Poverty

Research studies previously 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 and this continues to be the case.

Our Wellbeing Objectives aim to improve the wellbeing of children, young people and adults as well as the general wellbeing of the area by developing the local economy and environment.

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.

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 between 8th Novembers 2017 and 15th January 2018 to help inform the 2018/19 budget setting process, as follows:

- Overarching public consultation
- Internal consultation with Neath Port Talbot County Borough Council staff
- Social media usage
- Stakeholder consultation

Further detailed information on the consultation arrangements for the draft budget is attached as an appendix to the Budget 2018/19 report.

A public consultation exercise took place on the Council's draft budget proposals and the responses will inform the preparation of the Council's budget for 2018/19.

In addition a number of specific budget proposals have also been subject to public consultation and those responses have informed the individual equality impact assessments. All proposals, along with equality impact assessments where relevant, have been reported to Members for consideration.

Section 6 – Post 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.

A total of 303 completed questionnaires were received during the public consultation period. Of these 301 (99.34%) were completed in English and 2 (0.66%) in Welsh. 252 (83.16%) of the responses were submitted online, with 51 (16.83%) paper questionnaires received.

Of all respondents completing the equalities questions:

- 56.11% of respondents were women
- 88.12% of respondents were from a White British background
- 71.29% of respondents identified as being Welsh
- 11.88% of respondents considered they had a disability
- 44.55% of respondents stated they were Christian while 31.68% stated

Equality Impact Assessment for Budget 2018/19

having no religion

- 55.78% of respondents had little or no knowledge of Welsh while 7.59% were fluent/fairly fluent Welsh speakers

222 (73.27%) of respondents disagreed with some or all of the proposals. The main themes were:

- Parking proposals across the Authority with Pontardawe, Gnoll Park and Afan Forest
- Reduction in subsidies for Pontardawe Art Centre and Cefn Coed Colliery Museum

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 youth service and music service budgets, along with the potentially higher costs to access outdoor education at Margam, arts and cultural budget savings.

Respondents 84 (27.72%) took the opportunity to suggest services to stop which included Welsh Language translation, due to the fact that a tiny percentage of the County Borough speak Welsh fluently, also producing items in proportion to the enormous cost associated with the Welsh language.

Following the period of public consultation further consideration of the draft proposals has been undertaken. As a consequence the council tax increase has been reduced to 3.7 % from a proposed 4.5% and, along with consideration of the comments received by respondents, the Council has amended 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 716 – Tir Morfa Education Centre – savings of £76k withdrawn

ELLL 802 – Celtic Leisure - savings reduced from £100k to £50k

ELLL 810 – Cefn Coed Museum - savings reduced from £10k to £5k

ENV 801 - Car Parking - savings reduced from £200k to £175k - no longer pursuing the withdrawal of free Christmas parking. In addition it is proposed to:

- retain the first hour free parking at Pontardawe
- charge £3.50 at the Gnoll Country Park

Increased contribution from Margam Crematorium Joint Committee by £5k to £55k

An additional provision of £1m has been seaside in the pay and pension contingency budget to fund the pay award offer for the lower paid that exceeds the previously provided 2% included in the draft budget.

Equality Impact Assessment for Budget 2018/19

Section 7 - Monitoring arrangements:

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

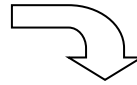
Section 8 – Outcomes:

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.

CONSULTATION SUMMARY

OVERARCHING CONSULTATION ON COUNCIL'S BUDGET SETTING PROCESS 2018/19

1.0 **Background**

- 1.1 On 8th November 2017, Cabinet authorised officers to consult members of the public and other stakeholders on 90 proposals for budget savings and generating additional income. The report highlighted the need to make cuts of more than £10.2m for 2018/19 and an estimated £65 million of cuts to be made by 2023.

2.0 **Introduction**

- 2.1 A range of engagement and consultation activities have taken place in order to help inform the 2018-19 budget setting process, as follows:
- Overarching public consultation
 - Internal consultation with Neath Port Talbot County Borough Council staff
 - 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 find out if people agree or disagree with the proposals and the reasons
- To provide a mechanism for people to make comments and suggestions linked to 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 – Methodology**

- 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 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 8th November 2017 until midnight on Monday 15th January 2018.
 - **Paper Questionnaires in public buildings** - consultation packs were made available in 37 public buildings across the county borough. These included the One Stop Shops in Neath and Port Talbot, Community Centres and all Council run and community libraries, amongst others. The

CONSULTATION SUMMARY

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 dated 8th November 2017, which outlined the proposals. The questionnaire was a replica of the online version and responses were entered into 'SNAP' (our online consultation software package) for analysis.

- **Email** - The email address nptbudget@npt.gov.uk was promoted for people who wanted to respond via this mechanism.
- **Corporate social media accounts** – the Council's corporate Facebook and Twitter accounts were also monitored for feedback on the draft budget proposals.

4.2 The consultation was promoted via:

- The Council website homepage – via the 'top tasks' and 'top visited' areas and a dedicated web page
- Adverts/posters on TV screens in the Quays, Neath Civic Centre, Port Talbot Civic Centre and Neath and Port Talbot Bus Stations
- 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
- Details of the consultation were also promoted via Community Voluntary Service and Carers Service Newsletters and webpages

5.0 Overarching Public Consultation – Responses

A total of 303 completed questionnaires were received during the consultation period. Of these 301 (99.34%) were completed in English and 2 (0.66%) in Welsh. 252 (83.16%) of the responses were submitted online, with 51 (16.83%) paper questionnaires received.

The following provides a summary of the feedback from the questionnaire responses. All percentages shown in this section are relative to the total number of completed questionnaires (303). A more detailed Annex (1) to the report has been provided to members for review in the members' room.

5.1 About the respondents

Of the 303 responses:

- 251 (82.84%) stated that they are a resident of Neath Port Talbot

CONSULTATION SUMMARY

- 129 (42.57%) stated that they use services provided Neath Port Talbot Council
- 76 (25.08%) stated that they work in Neath Port Talbot
- 34 (11.22%) stated that they work for Neath Port Talbot Council
- 27 (8.91%) stated that they are a volunteer in Neath Port Talbot
- 25 (8.25%) stated that they run a business in Neath Port Talbot
- 15 (4.95%) stated that they are a carer
- 11 (3.63%) stated that they work for a third sector or voluntary organisation in Neath Port Talbot
- 11 (3.63%) stated other reasons for being interested in the Council's budget setting process

(NB. for this question respondents were asked to select all of the categories that applied to them, some selected more than one answer, therefore the percentages in brackets total more than 100%).

Geographically, the highest number of responses 94 (31.02%) were from the Neath area, followed by 71 (23.43%) from the Swansea Valley, 31 (10.23%) from Port Talbot, 15 (4.95%) from the Afan Valley, 7 (2.31%) from the Neath Valley, 3 (0.99%) from the Amman Valley and 1 (0.33%) from the Dulais Valley. 14 (4.62%) respondents indicated that they were from outside of the county borough.

The highest number of respondents 81 (26.73%) were in the 40-49 years age group, 73 (24.09%) were aged 30-39 years, 55 (18.15%) were aged 50-59 years, 42 (13.86%) were aged 60-74 years, 21 (6.93%) were aged 25-29 years, 6 (1.98%) were aged 17-24 years, 3 (0.99%) were aged 75-85 years, 1 (0.33%) was aged 86+ and 1 (0.33%) was under 16. In addition, 8 (2.64%) indicated that they would prefer not to say their age and 12 (3.96%) did not answer this question.

5.2 How respondents feel about the proposals

9 (2.97%) respondents indicated that they agree with all of the proposals, 36 (11.88%) agree with some of them, 48 (15.84%) neither agree nor disagree with them, 186 (61.39%) disagree with some of them and 36 (11.88%) disagree with all of them.

(nb. for this question some respondents chose to select more than one answer, e.g. to indicate that they agree with some proposals and disagree with some proposals, therefore the percentages in brackets total more than 100%).

5.3 The top themes relating to proposals that respondents agree and disagree with are outlined below:

222 (73.27%) respondents indicated that they disagree with some or all of the proposals. The most common themes were:

CONSULTATION SUMMARY

- Proposals to discontinue to one hour free parking in Pontardawe and increase parking charges - 40 (13.20%)
- Reduction in subsidy for Cefn Coed Colliery Museum - 28 (9.24%)
- Reduction in subsidy for Pontardawe Art Centre - 12 (3.96%)
- Proposals to standardise parking charges across the county borough - 5 (1.65%)
- Proposals to increase parking charges at Gnoll Country Park - 5 (1.65%)

45 (14.85%) respondents indicated that they agree with some or all of the proposals. The most common themes were:

- Proposals relating to staff savings in various services – 9 (2.97%)

6.0 Suggestions for saving money

6.1 158 (52.15%) respondents took the opportunity to suggest how the Council could do things differently to save money. The most common themes were:

- Savings suggestions linked to reducing the number of council staff/reducing pay - 25 (8.25%)
- Reduce bureaucracy, use resources more wisely, cross boundary working, outsource some services - 22 (7.26%)
- Look at generating more income rather than making cuts – 21 (6.93)
- Review expenditure associated with and number of councillors (including the mayor) - 19 (6.27%)

6.2 Respondents were asked to specify any services that they felt the Council should protect, reduce or stop altogether.

- **Protect:** 193 (63.70%) respondents suggested services that the Council should protect. The most common themes were:
 - Libraries - 20 (6.60%)
 - Cefn Coed Colliery Museum/museums - 16 (5.28%)
 - Social Services - 15 (4.95%)
 - Art, culture, museums - 15 (4.95%)
 - Pontardawe Arts Centre - 14 (4.62%)
 - Parking in Pontardawe - 11 (3.63%)
 - Education/schools - 10 (3.30%)
 - Refuse/recycling/civic amenity sites/street cleaning - 9 (2.97%)
- **Reduce:** 100 (33.00%) respondents suggested services that the Council should reduce. The most common themes were:
 - Reduce number of council staff, staff wages - 25 (8.25%)
 - Reduce bureaucracy/duplication/waste/inefficiency/mistakes - 10 (3.30%)
 - Reduce the number of Councillors / costs associated with councillors (including the mayor) - 14 (4.62%)
 - Reduce parking rates/charges - 7 (2.31%)

CONSULTATION SUMMARY

- **Stop altogether:** 83 (27.72%) respondents suggested services that the Council should stop altogether. The most common themes were:
 - The mayoralty / costs associated with the mayoralty - 9 (2.97%)
 - Costs associated with councillors - 8 (2.64%)
 - Parking charges / increases to parking charges - 8 (2.64%)
 - Subsidising art and cultural facilities (including Cefn Coed Colliery Museum) - 5 (1.65%)
 - Spend on bilingual / Welsh language provision - 4 (1.32%)

6.3 **Car Parking** – The proposals that elicited the highest response, 84 (27.72%) from the public consultation were those relating to car parking charges.

7.0 Social Media and Email Responses

7.1 There were a number of concerns raised via Social Media on the proposed Council tax increase.

7.2 4 email responses were received. In summary, these raised concerns about the proposed increases to parking charges across the Authority (mainly for Gnoll Park and Pontardawe), and disagreed with the proposal to reduce the subsidy to Pontardawe Arts Centre.

8.0 Internal Consultation

8.1 From 10th January 2018 to 12th January 2018 a number of engagement and consultation activities were organised for Council staff to help inform them of the budget setting process. These included:

- The Chief Executive held four staff engagement sessions to discuss the budget planning process. These were held in the three main civic buildings in January 2018. A total of 228 staff attended. Quays 139, Port Talbot 67, Neath 24
- Between 8th November 2017 and 15th January 2018 a total of 6 questions were submitted via an intranet 'post a question' facility, which have been passed onto the income generation group. Suggestions included:
 - Review of charging for bulk collections
 - Review of staff Car Parking to include schools and other venues
 - Social Enterprise
 - Explore Commercial Opportunities i.e. outsourcing catering opportunities within the Borough
 - Review the use of Pool Cars
 - Review of recycling bags i.e. Garden waste can we charge for this
- Post a question boxes, along with copies of relevant Cabinet reports and the intranet FAQs, were also placed in 6 Council buildings so that staff without access to the intranet could take part in the consultation 3 (1%) responses were received via these

CONSULTATION SUMMARY

- 8.2 The key themes from the questions and comments at the staff engagement sessions included:
- The proposed changes to the senior management structure within IT and Housing
 - The Workforce Agreement and the proposed 2% increase to staff
 - The need to find future budget savings
 - Suggestions for working more closely between Health and Social Services to deliver certain service provision

9.0 Consultation with other stakeholders

- 9.1 To ensure that the consultation was accessible to as many stakeholders as possible, it was raised as an agenda item at a number of Council meetings, forums and groups, including:
- NPTCBC Staff Council – Budget update, 6th November 2017
 - Policy and Resources Scrutiny Committee, 20th November 2017
 - Education Skills and Culture Scrutiny Committee, 24th November 2017
 - Social Care Health and Wellbeing Scrutiny Committee, 24th November 2017 and 5th January 2018
 - Regeneration and Sustainable Development Scrutiny Committee, 27th November 2017
 - NPT Older Person's Council, 30th November 2017 and 15th December 2017
 - Town and Community Council Liaison Forum, 31st October 2017
 - Voluntary Sector Liaison Forum, 8th January 2018
 - Briton Ferry Health and Well-being group, 8th January 2018

10.0 Formal Responses

- 10.1 Eight formal response were received from groups and organisations. A summary of each formal response is as follows:
- **Cyngor Cymuned CILYBEBYLL Community Council**
 - Opposed to the proposal to reduce the budget of Pontardawe Arts Centre
 - Concerned at the impact on businesses of increasing car parking charges to shoppers
 - **Neath Port Talbot Council for Voluntary Service** - understand the pressures and the difficult decisions that have to be made, but feel that there are a number of proposals which are likely to have an adverse impact on communities and the Third Sector in Neath Port Talbot, these include:
 - Pontardawe Arts Centre subsidy reduction: likely impact on the community.
 - Gwyn Hall and Celtic Leisure subsidy reduction: may have a direct impact on the services the community can access and on wellbeing.

CONSULTATION SUMMARY

- Withdrawing match support for Disability Sports Coordinator's post: potential to affect some of the most vulnerable in our communities, making them more isolated and impacting negatively on wellbeing.
- Tir Morfa Education Centre – unclear what the impact will be on adult education.
- Youth service efficiencies: concerns that this may have unintended outcomes, increasing pressures on other services. Voluntary youth services are growing, but there is still a need for statutory provision.
- Cefn Coed Museum subsidy reduction: likely impact on the community
- CYP budget efficiency savings: unclear who this will impact on. The description suggests children and young people, whereas the impact refers to young people only. Concerned that this may have unintended outcomes and increase pressures on other services.
- Direct payments: can provide choice and control for some individuals, but are not suitable for everyone. Should not be the default position.
- There is a need for a common understanding around the Asset Based Approach, and whilst there may be cost savings for the Local Authority, these costs may be displaced to others.
- Whilst recognising the savings linked to reducing Looked After Children, Learning Disability Services reconfiguration and right sizing of Domiciliary Care packages are modest, and there is the potential that services may improve as a result of remodelling and changes to packages, the individual and the impact on them, and their family, must not be forgotten. Any communication around changes must be clear and easy to understand, and be agreed and implemented in partnership with the service user.
- Mental health placements: Whilst CVS would welcome the move to provide services in communities, the implications of this need to be fully considered and fully costed, in partnership with providers.
- Internal Homecare review: opportunity to think beyond the traditional model and consider other models of homecare, including social enterprise. Recognise the complexity of providing homecare, but this should not inhibit other models of provision being explored.
- Council Tax Support – concern that this will affect the most vulnerable. Universal Credit does not remind individuals to claim Council tax support which may mask the need for such support
- **Neath Inspired**
 - Agree with introduction of Virtual Permits and that the income from the permit scheme be invested in paying off the initial expenditure for the introduction of a mobile CCTV enforcement vehicle, but think that future surpluses should be used to keep parking charges down not for new civil enforcement officers.
 - Disagree with increases in parking charges - availability and location of parking priced at acceptable levels is always in the top 3 key ingredients affecting the perception of a town centre
- **NPT Older Persons Council**
 - Suggestions on how to increase responses to the consultation

CONSULTATION SUMMARY

- Request that Council considers increasing the provision in the Third Sector Funding scheme
- Suggestion that even stricter monitoring and scrutiny would be a way of ensuring efficiency within council services
- Urge council not to proceed with this further cuts to music service
- Agree that Home to School transport provision requires review and makes suggestions for a new approach to this provision
- Recommend proceeding with caution and close monitoring of any reconfiguration to Learning Disabilities services
- Recommend proceeding with caution on Internal homecare review and hope to see further consultation before changes are made
- Suggest that as part of the car parking charge review, the time limit under the increased charges for holder of Blue Badges should be extended as residents with qualifying disabilities may take a longer time to make their visit
- Acknowledge the efficiency benefits of the Digital by Choice Strategy, but would urge the Council to ensure that services and information remain universally available to those without internet access
- **Pontardawe Chamber of Trade and Commerce**
 - Not completely opposed to increasing parking charges, but the free first hour parking in Pontardawe should be protected
 - Pontardawe Arts Centre is a very important amenity for the area, one which the Pontardawe Chamber of Trade and Commerce hopes can continue into the future
- **Pontardawe Town Council**
 - Concerned about the proposed cuts to Pontardawe Arts Centre
 - Concerns over the effects of cuts on the leisure provision in the area (Leisure Centre and Swimming pool)
 - Not against increased parking charges, but these should be phased in and the free first hour parking in Pontardawe should remain
- **Unison**
 - Disagrees with - any reduction in funding to Pontardawe Arts centre, Gwyn Hall or Cefn Coed Museum; 5% efficiencies on core budget of Youth Service; School cleaning full cost recovery;
 - Opposed to - staff reduction and deletion of posts (CORP801 Financial services proposal, CORP806 Health & safety Staff reductions, CORP807 HR – Staff reductions, CORP810 Community Safety, ENV805 Planning, ENV804)
 - Concerned that – the Asset Based Approach (does not think it will be sustainable); the proposal to seek “community based services” for Mental Health placements; that implementing further digital and self – serve initiatives could disadvantage the more vulnerable in our communities with the added impact of community provisions closing makes a digital self-service provision inaccessible to them; 5% efficiency on CYP core budget costs will have a detrimental effect on staff, young people and may also put pressure on other council services; potential for reduction in the number of looked after children to lead to safeguarding problems; waste disposal proposals will lead

CONSULTATION SUMMARY

to UNISON is concerned with potential job losses and a reduced service to the public.

- Agrees with - reduction in subsidy to Celtic Leisure Contract; proposals around Beaufort House;
- Suggestions - examining Collaboration with Town and Community Councils on CCTV provision; income generation for Survey team; potential for using Hillside and Beaufort House to assist with Inclusion services efficiency savings and out of county placements; securing funding from elsewhere to support Disability Sports coordinator post; Implementation of the School Catering review recommendations; Margam Park catering functions to be investigated further with appropriate qualified advice to produce an in-house plan allowing the council to gain maximum profit and still maintain control; a review of the whole community care provision; would like to explore exploring automatic referral to Occupational Health and management's role within this
- Comments on parking proposals – suggest one fixed charge for parking consistent throughout all council car parks with a permit available for all council owned car parks and country parks; believes that an increase in parking charges at Gnoll Country Park could deter visitors, but would welcome parking charges to mirror those at other country parks within the authority e.g. cease hourly charge and introduce one off charge (as per Margam Country Park)
- Comments around packages of care remaining in-house – in relation to right sizing domiciliary care packages, in-house provisions being explored before offering Direct Payments, Internal homecare review
- Request that the authority look to recover all debt owed no matter what heading this comes under (aware that Social Care debts are being written off)
- Asks how the Health Board are assisting in Reconfigure assessment and reablement beds within block contract
- **Walkthrough Neath Port Talbot**
 - Scrap the proposed cut for Cefn Coed Colliery Museum. Focus on developing income generation through increased donations (incl. online), sale of merchandise (in shop and online), and developing facilities to encourage longer, repeat visits that lead to a higher spend per visitor ratio.
 - Halt the rise in car parking charges. Work with relevant stakeholders to raise car parking revenue through increased promotion of towns and other assets, holding of special events or offers at times of below average usage, and the development and promotion of weekly or monthly parking permits that are sold via Council website.
 - Explore possibility of turning Cefn Coed Colliery Museum, Afan Forest Park Visitors Centre and Gnoll Country Park Visitors Centre into licensed wedding venues. Work with partners to create wedding packages to ensure majority of wedding spend is captured locally.

CONSULTATION SUMMARY

11.2 A full copy of each formal response has been provided to Members for review in the members' room.

12.0 Petitions

12.1 The Council received no petitions relating to the budget proposals.

13.0 Council Response to the Consultation

13.1 Following receipt of the Final Local Government Settlement and the closure of the Consultation period the following changes have been made to the original draft proposals. These have been also incorporated into the main report at paragraph 11.

13.2 The council tax increase has been reduced from a proposed 4.5% to 3.7% and, along with consideration of the comments received by respondents, the Council has amended various budget saving proposals as set out below. These amendments address some of the proposals disagreed with by respondents.

ELLL 716 – Tir Morfa Education Centre – savings of £76k withdrawn

ELLL 802 – Celtic Leisure - savings reduced from £100k to £50k

ELLL 810 – Cefn Coed Museum - savings reduced from £10k to £5k

ENV 801 - Car Parking - savings reduced from £200k to £175k - no longer pursuing the withdrawal of free Christmas parking. In addition it is proposed to:

- retain the first hour free parking at Pontardawe
- charge £3.50 at the Gnoll

OTH 801 – Increased contribution from Margam Crematorium Joint Committee by £5k to £55k

13.3 The final Budget also provides for additional investment in the following Environment services areas:

- £150k for City Deal to cover Joint Committee contribution and an increase in capacity to develop projects
- £70k for running costs of the former County Court
- £100k for the Household Waste Recycling Centres
- £95k for Jet Vac machine and crew to clear culverts and drains
- £160k to cover increased energy contract costs

13.4 Also an additional provision of £1m has been seaside in the pay and pension contingency budget to fund the pay award offer for the lower paid that exceeds the previously provided 2% included in the draft budget.