

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

13 FEBRUARY 2019

REPORT OF THE CORPORATE DIRECTORS GROUP

SECTION A – MATTERS FOR DECISION

WARDS AFFECTED: ALL

BUDGET 2019/20

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 2018/19.
- 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 2019/20 Revenue budget including service pressures, savings solutions and integrated impact assessment.
- Agree the principles in relation to fees and charges for Council services.

2 Background

2.1 Neath Port Talbot County Borough Council's net budget requirement for 2018/19 totals £282.855m and when grants and income are taken into account this means the Council's Gross Budget invests £424m in services across the County Borough.

Every year the Council has a duty to consult and set a budget for the provision of services. This report sets out the 2019/20 Revenue Budget. A separate report setting out the Council's Capital Programme for 2019/20 to 2022/23 is also presented for members approval to today's meeting.

- 2.2 On the 31st October 2018 Cabinet approved to consult stakeholders on draft savings, cuts and income generation proposals required to set a Budget for 2019/20. The projected budget gap at that time was £12.262m for 2019/20 and circa £65m over the next 4 years. The draft savings set out in that report covering the 4 financial years amounted to £9.3m. These cuts being in addition to the £83m already delivered since 2010.
- 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 currently anticipated that the Council's 2018/19 cash limit of £282.855m will be exceeded by £436k. However, members should note that this projected outturn for 2018/19 would be reduced by £654k if this amount of grant was not set aside and carried forward via reserve to underpin next year's Schools Budgets. 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. The sum utilised will be firmed up at year end in the Council's statutory accounts.

- 3.2 Neath Port Talbot Council's gross revenue budget for 2019/20 will invest £433m in services across the County Borough. The budget includes specific grants of £97m, income from service users totalling £44m and the utilisation of £2.255m from general reserves. This results in a net budget for 2019/20 of £288.168m.
- 3.3 Following receipt of the final settlement on the 19th December 2018 and listening to the feedback from the public consultation the Council is able to confirm that it has made various amendments to the original draft proposals as set out in the report of the 31st October 2018. These include withdrawing the proposals for reducing the funding for the music service and welfare rights, identifying alternative service savings for libraries together with new investment as set out later in this report. This Budget proposes an increase in Delegated Schools Budget by 4.5% with the commitment of providing additional resources if received from the Welsh Government to fund the increased costs of Teachers' pension due from September 2019. As this increase was determined by the UK Government the WG and all 22 Council Leaders have signed a joint letter to the Treasury requesting them to provide the additional funding to meet this cost pressure. Members will note that in setting the net budget at £288.168m Directorate savings, cuts and income generation totalling £5.8m together with a Council Tax increase of 4% are required to ensure that the Council sets a balanced budget for the 2019/20 financial year. For the first time in many years it is planned that the Council will use £2.255m of General Reserves to balance its budget for next year. General Reserves are projected for 31st March 2020 at £17.8m and Specific Reserves at £34.2m.
- 3.4 The Welsh Government has published budget plans for next year only as they await the outcome of the UK Government Spending Review, due to be published later in 2019, before they are able to confirm the funding available for future years. The UK Government has stated that austerity has come to an end but with

the uncertainty of Brexit and the outcome of the spending review we will have to wait until Autumn 2019 before we receive any further clarity on future years funding. In the meantime we are planning for annual cuts of 2% in WG funding which means that the Forward Financial Plan for the next 3 years shows a funding shortfall of some £53m. 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 over that period.

4 Latest Budget Position 2018/19

- 4.1 The Revised Budget position for 2018/19 has been updated to reflect the latest projected income and 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 overspend of some £436k on the Net Budget of £282.855m. The final actual position will be reported to Members before the end of June 2019.
- 4.3 Full details of 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 18th December showing the Total Welsh Government Budget as £18.411bn. Of this £15.712bn is spent on Revenue and £2.699bn on capital.

6 Welsh Government Settlement Announcement

- 6.1 The provisional settlement, announced on 9th October, showed Welsh Government funding at £4.214bn which represented an average reduction of -0.3%, and was inclusive of £7m new funding for Free School Meals, £13.7m for Teachers Pay above 1% and £20m for Social Services. Funding for Neath Port Talbot County Borough Council was £213.406m, a slight increase of +0.2%.
- 6.2 The Final Local Government Settlement was published on 19th December and confirmed Welsh Government funding for 2019/20 at £4.237bn. This includes an additional £13m in order to provide a cash flat settlement. It also provides an extra £7m to compensate for reduced income arising from the increase to residential care user capital limits from £40,000 to £50,000 and £2.4m for Discretionary Rates Relief. The consequence of this and other data changes resulted in an increase for this Council of £1.39m or +0.7% resulting in total Welsh Government funding of £214.796m.
- 6.3 The headline figures included within the final settlement are:

	NPT	All Wales
2019/20 increase in Aggregate External Finance (AEF) after adjustment for grants transferred into settlement	0.7%	0.2%

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

	NPT	All Wales
	£'000	£'000
Education – Teachers Pay Grant	377	8,069
Education – Free School Meals	253	5,000
	630	13,069

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

	NPT	All Wales
	£'000	£'000
Discretionary Rates Relief	112	2,400
Capital limits for residential care charging (increase from £40k to £50k)	354	7,000
Total	466	9,400

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 £751.4m. There are a number of significant grants that have not yet been announced which underpin Council Services. They include:

- Sixth Form Funding at £92.9m.
- Raising School Standards £10m
- Pioneer Schools at £7.1m
- Adult Community Learning £4.3m
- Sustainable Waste Grant £18.2m

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

- The Education Improvement Grant has not been cut by the £11m projected for 2019/20 and this is much welcomed.
- The Single Environment Grant has been replaced by the Sustainable Waste Grant but the grant quantum is not yet confirmed. This grant underpins the Council's waste recycling service and clarification on our share of this grant is being pursued.
- £2.4m has been made available for Coastal Risk Management Programme.

- £30m has been made available for Social Services. This authority expects circa £1.5m of this grant and this has been built into the Directorate Budget to deliver care and services to some of our most vulnerable service users.
- As members are aware the Welsh Government stated in December 2017 that they would 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. However for 2019/20 the Welsh Government has split these grants into 2: namely – Children and Communities Grant (bringing together 7 existing programmes) with a grant allocation of £135.4m and a single Housing Grant (bringing together 3 existing programmes) totalling £126.7m. We are still awaiting details of the grant conditions and rules and hence maximising the opportunities for flexible use has not yet been confirmed and will be reviewed when the conditions are known.

7 The Council's Revenue Budget 2019/20

- 7.1 The Cabinet Board report of the 31st October 2018 received approval to commence consultation on the draft proposals for financial savings and income generation for 2019/20 and beyond.
- 7.2 The proposed final budget included at Appendix 1 sets out the expenditure and funding for 2019/20, which is summarised below.

	2018/19	2019/20	Change
	Original	Original	
	£'000	£'000	£'000
Education Leisure and Lifelong Learning	105,524	109,091	3,567
Social Services and Housing	78,632	79,681	1,049
Environment	34,755	37,535	2,780
Corporate Services	17,433	18,076	643
Precepts and Other	46,511	46,040	-471
Contribution from General Reserve	0	-2,255	-2,255
Net Revenue Budget	282,855	288,168	5,313

Funded by:			
Revenue Support Grant	166,733	168,695	1,962
Non Domestic Rates	45,608	46,100	492
Discretionary Rate Relief	-216	-330	-114
Council Tax Yield	70,730	73,703	2,973
Total Funding	282,855	288,168	5,313

Members should note that in 2019/20 Council Tax payers will fund 25.5% (25% 2018/19) of the Council's Net expenditure. The majority of the funding at £214.8m or 74.5% 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 £7.5m to the Mid & West Wales Fire Authority who provides the local fire service.

Members will note that the Council Tax payers pay approximately 25.5% 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 2019/20 Budget (savings proposals are further explained in Appendix 4).

8.4 Education Leisure & Lifelong Learning (ELLL)

The directorate has a net budget of £109.091m, of which £84.424m is delegated to schools, and £24.667m is allocated for other Education services. In addition, grant and income boosts the gross expenditure for schools and the rest of the directorate to £143.6m.

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 Budget shows the council increasing its investment in Schools by an extra £3.673m to £85.381m. Members can see from the table in Appendix 1 an increase to their budget to £84.424m. However, in addition to this the Council will make available £348k of Welsh Government specific grant and a further £609k from a reserve, thus providing a 4.5% increase in the Delegated Budgets for Schools next year. Members should note that we are still awaiting confirmation from the UK and Welsh Governments in relation to funding the increased costs of Teachers Pensions which are due to increase costs by £1.8m next year (from 16.48% to 23.6% from 1st September 2019). The Council’s provision of £609k from reserves partly covers these extra costs but it is still projected that this leaves a shortfall of some £845k for next year and £3.1m in a full year that the Governments need to provide extra funding for. Should they announce additional grant funding then the relevant additional provision will be made available to schools in year. In addition, schools will also retain all income generated and receive specific grant funding provided for 6th Form Education, Pupil Deprivation and other grant sources. The projected gross budget for schools is circa £90m.

Other – The Council will be investing £24.7m in other Education Leisure and Lifelong Learning Services, a net increase of £85k from 2018/19 revised budget. This is inclusive of an additional £752k (Appendix 3) provided to cover pressures, helping to protect services to vulnerable families and children. A further £100k in addition to the £200k included in the base budget making a total of £300k for increasing capacity following the roll out of the Additional Learning Needs Legislation is funded from the new Corporate Contingency Reserve.

This investment is also net of the reductions and increased income generation of £942k for the Directorate services as set out in Appendix 4.

Members will recall that as at November the draft savings for consultation totalled £1.22m. Following consultation the following savings proposals for 2019/20 have been amended:

Original Ref	Description	Original £'000	Comment	Proposed £'000
ELLL715	Catering Service. Savings from implementing new pay scales. Will reduce pay of school catering staff.	100	Amended proposal following consultation to retain pay grades but reduce operating hours for School Breakfast Club to 30 minutes with 45 minute contracts and kitchen hours based upon number of meals provided. Pay protection will apply in 2019/20 with £50k saving the following year.	0
ELLL902	Music Service reduce subsidy of £161k over 2 years.	81	Welsh Government Specific grant of circa £50k due 2018/19 and 2019/20 to be used to reduce subsidy cost	0

			over the next 2 years.	
ELLL904	Croeserw Community Centre – transfer facility to community.	45	Savings target delayed to enable discussions to continue with community. To be saved over 2 years from 2020/21.	0
ELLL905	Welsh Translation Subsidy to be reduced to zero over 3 years	30	Further work to ascertain income generation opportunity and savings in future years	0
ELLL912	Libraries -	75	Savings of £50k to be obtained in 2019/20 from vehicle lease cost savings and vacant post. Further report to consider future years Community Library Service	50

There have been a significant number of responses to the consultation in relation to review/amend Community Library provision re Baglan, Cwmafan, Glynneath and Skewen. This report confirms that the £50k saving in 2019/20 will not be realised from the closure of any of the aforementioned libraries. In relation to future years the savings amounts have been retained pending a comprehensive review and report on the activities and use of Libraries to be presented to members later in 2019.

8.5 Social Services Health & Housing

The directorate has a net budget of £79.7m of which £21.2m is invested in Children Services; £48.2m is allocated for adult and vulnerable people services, £9.8m in social work and management support and £374k in housing services. In addition, grant and

income boosts the total gross expenditure for social services health and housing to £109m.

As part of this investment the council provides

- Support for 318 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 800 people with mental health and learning disabilities
- Social worker support work is being provided to over 4,200 adults or people with disabilities and a further 1,300 families through our children Social work team.
- Supporting people arrangements for some 1,050 clients.

Children Services – In 2019/20 the Council will continue to prioritise and make a significant investment of £21.2m 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 reduction in its budget.

Adult Services – The Council will be investing £48.2m in Adult Social Care Services, which includes the additional funding from the Welsh Government policy to increase capital limits for residential care charging (£354k) an extra £650k from the Council to support people with learning disabilities and general provision towards care package costs. The service will also benefit from receiving an additional £1.5m specific grant announced for social services by the Welsh Government.

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 £9.8m.

Housing Services – The gross investment in Housing Services totals £7.2m of which Supporting People at £4.8m receives the largest budget share with further investment in renovation grants, housing advice and homeless services. Net of grants and income this budget totals £374k.

As members will note the budget provides new funding of £650k from the council and a further £970k covered by the new specific grant for 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 £2.085m being targeted. The original proposal to save £150k from the Welfare Rights Service has been withdrawn safeguarding 5 FTE roles. A review of welfare services provision by the Council and Third Sector organisations will be commissioned to be reported back during the coming year.

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.

Following consultation the following proposal for 2019/20 has been withdrawn:

Original Ref	Description	Original £'000	Comment	Proposed £'000
SSHH909	Non- Statutory Service.	150	Amended proposal following consultation to retain Welfare Rights Service. Review of welfare support service provided by Council and community groups to be undertaken in 2019	0

8.6 Environment

For 2019/20 the Council will be investing £37.535m in Environment Services, an increase of £1.808m on the current year revised budget. In addition, grant and income boosts the gross expenditure for Environment to £56.6m.

Members will also note that following consultation this final budget includes additional investment provided by this Council and not from WG Grants for Environment including:

- £1m for waste services following the decision to bring the service in-house with a further £77k for waste enforcement.
- £475k to cover new investment in services including a new team to carry out environmental clean-up work across the whole of the County Borough, mobile street parking enforcement, replacement of street signs and street furniture, bins, and maintenance of bus shelters and playground equipment, renewable infrastructure and EV charging, maintenance of verges and overhanging trees.
- £44k for the full year effect of reintroducing a Tourism service.
- £70k to cover increased cost of gypsy services.

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 which opened during 2018/19 with work starting in 2019 on Band B schools, Neath Town Centre, Plaza and various other projects
- Public protection via issuing Environmental Health statutory notices
- Assisted 51 unemployed people into work and 75 into work experience/placements. Engaging with 182 businesses (9 months to December 2018).
- Provide Business Support and Advice including 229 start-up enquiries, 35 new investment projects and created or safeguarded 255 jobs (9 months to December 2018).
- Property services management for industrial units and workshops across the county borough

The Directorate will be required to deliver savings of £524k as outlined in Appendix 4.

Members will recall that as at November the draft savings for consultation totalled £585k. Following consultation the savings proposals below have been reduced:-

Original Ref	Description	Original £'000	Comment	Proposed £'000
ENVT903	Staff savings via VR	64	The savings available have reduced by £15k	49
ENVT921	Increase charges by 20% for School Grounds maintenance	10	Limit increase in charges to inflation	0
ENVT917	Planning Services – biodiversity work	36	This proposal has been withdrawn to ensure that the Planning Service can meet its duty regarding biodiversity considerations.	0

8.7 Corporate Services

For 2019/20 the Council will be investing £18.076m in Corporate Services. This includes an additional £250k to fund identified pressures, as outlined in Appendix 3. This includes an additional £100k for the Third Sector Grant Scheme, £100k to fund the increased costs of Microsoft licences, £30k for the Joint Coroner service and £20k for procurement systems. However the Directorate is also required to deliver savings of £407k which will be mainly 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 – A budget provision of £7.624m has been provided for levies and contributions to external bodies. This is an increase of £185k on 2018/19 with the largest amount being payable to the Mid and West Wales Fire Authority at £7.47m.

The capital financing budget is set at £19.274m to fund the repayment of debt borrowed by the Council to fund its capital programme. In addition, £18.108m 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 £1.274m:

Description	Impact	Saving £'000
Council Tax Increase	Increase at 4% rather than 5% as per consultation report	581
Council Tax Reduction Scheme	Saving due to projected reduced costs in 2019/20	500
Pay and Pensions Provision	Reduction in provision to Zero. Will cover any further demands from new Corporate Contingency Reserve.	193
Total		1,274

9. Budget Analysis 2019/20

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

	£'000	£'000
Revised Guideline Budget 2018/19		282,855
Inflation, Pay awards		9,422
New Responsibilities (par 6.4)		466
Net transfer into RSG (par 6.4)		630
Service Pressures (par 9.7)		7,544
Total Needed		300,917
Directorate savings:		
- Education, Leisure and Lifelong Learning	-1,787	
- Social Services, Health and Housing	-2,585	
- Environment	-524	
- Corporate	-407	
- Other	-500	-5,803
Corporate Savings (par 8.8)		-1,274
Use of General Reserve		-2,255
Use of Specific Reserves		-3,417
Budget 2019/20		288,168

9.2 The savings, reductions and income generation proposals 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 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 2019/20 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 together with an additional £1.48m has been provided in the pay pressures schedule to fund the new pay spine for Green Book from April 2019 resulting in a higher pay award for lower graded staff.

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
Schools	2,157
Education Leisure and Lifelong Learning	752
Social Services and Housing	650
Environment	1,808

Corporate	250
Pay, Pensions and Contingency provision	1,927
Total	7,544

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

9.8 £19.274m 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.

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

External Body	2018/19	2019/20	Change
	£'000	£'000	£'000
Mid & West Wales Fire & Rescue Authority	7,288	7,470	182
Swansea Bay Port Health Authority	46	47	1
West Glamorgan Archive Service	91	94	3
Magistrates Court	13	12	-1
Margam Joint Crematorium Committee	1	1	0
TOTAL	7,439	7,624	185

9.10 Council Tax – The draft budget for consultation assumed that the council tax would increase by 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 County Borough Council Tax element at Band D will increase by 4% or £59.88 to £1,556.59. Based on a council tax base of 47,348.79 Band D properties this will generate council tax proceeds of £73.703m or 25.5% 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 15 pence per day.

Members should note that the Council Tax setting process for 2019/20 will be completed at the scheduled meeting on 27th February 2019. At that meeting Council will be required to set the total Council Tax for 2019/20 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 2019/20 will be 4.54% or £12.505m above its Standard Spending Assessment of £275.663m, 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 1 November 2018 through to 11 January 2019.
- Overarching public consultation on the Council’s budget setting process (including an on questionnaire, email, corporate social media accounts 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 Staff questions and answer sessions across the 3 main civic sites.
 - A copy of the Cabinet report and consultation packs were made available in 37 public buildings across the County Borough.
 - Stakeholder consultation (including elected members, forums, boards, scrutiny committees, trade unions and other stakeholders)
 - Written responses from external organisations.

Over 1,000 responses were received as part of the consultation. This is more than 3 times greater than in previous years. The main comments and responses received disagreed with cuts to libraries, music and the Welfare Rights services. Further analysis and a summary of the responses received are included at Appendix 8.

Changes to the draft savings proposals and other budget provisions incorporated into the 2019/20 Budget include:

Council tax has been reduced from a proposed increase 5% to 4% and, along with consideration of the comments received by respondents, the Council has amended various budget saving proposals as set out below.

- ELLL715 for £100k re catering service has been reduced to zero on the basis that the proposal has been amended to reflect that there will be no change in the pay grades for Cooks or Breakfast Club Cooks but there will be changes to working hours. Following 12 month pay protection savings of £50k have been included for 2020/21.
- ELLL902 Music Service. This proposal has been withdrawn following notification that WG will provide grant of some£50k for 2 years which will be used to reduce the cost of the service subsidy in 2019/20 and 2020/21.
- ELLL904 Croeserw Community Centre. The proposal of £45k savings per annum over two years has been delayed for 12 months to enable further discussions with parties to transfer from 2020/21.
- ELLL905 Welsh Translation service for £30k. This proposal has been withdrawn as most of the current income is internal but this will be further reviewed for income generation opportunities for future years.
- ELLL912 Libraries. The saving for 2019/20 has been reduced to £50k and can be achieved from vehicle leasing savings and a vacant post. A separate report is to be commissioned on future Library Service provision.

- SSHH909 Welfare Rights Service. This proposal to save £150k has been withdrawn and a review of welfare rights services across the County Borough is to be carried out.
- ENVT903 the staff savings has been reduced by £15k.
- ENVT917 Planning Service Biodiversity savings have been withdrawn.
- ENVT921 the proposed increase of charges for grounds maintenance to schools of 20% has been withdrawn. The increase will be at normal inflation.

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 4%
- 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 20).

The 2019/20 Budget proposals include new or additional income generation strategies totalling some £1m with work ongoing to generate further income in subsequent years. The proposals include additional income from car parking, school meals, Margam Park etc.

The income generation group chaired by the Deputy Leader continue to develop income opportunities which will assist future year budgets. Support is being provided by 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.

As members are aware there was a proposal in the draft Budget Report of 31 October 2018 to create a Corporate Contingency Reserve from release of £2.5m from the Insurance and Treasury Management Reserves. The creation of the reserve is confirmed in this report together with a commitment to fund £300k of investment as set out below:

New Corporate Contingency Reserve	2019/20
	£000
Transfer from Insurance Reserve	-2,000
Transfer from Treasury Management Reserve	-500
Total Opening Balance 1 April 2019	-2,500
Education ALN legislative requirements	100
2 Data Protection Officers employed to 31 March 2020 - 1 paid from this reserve, the other from the Education Equalisation Reserve.	45
Digital Skills Strategy Funding	50
Domestic Violence Advise Service - Home Office cut in funding for worker (2018) - NPT provision for further year to March 2020.	35

School Catering Service - amount used to cover pay protection.	70
Total Use of Reserve	300
Estimated Balance 31 March 2020	-2,200

The budget includes in total the net application of £3.4m from Specific Reserves, resulting in a projected closing balance of £34.2m at 31st March 2020. Details of all specific reserve movements and projected balances are included in Appendix 5.

It is projected that £2.255m from the General Reserves will be used to fund the 2019/20 Budget with the projected balance at 31 March 2020 being £17.8m as set out in Appendix 6. Given the projected budget shortfall gap of £53m for the period to 2022/23 it is proposed to only use the £2.255m next year and retain the General Reserve balance for any future funding requirements.

The Authority is required to retain a reasonable level of reserves. As at 31st March 2020 the general reserves are projected to equate to 6.2% 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 £555k in the base budget has been set aside to fund any variations and the risks in delivering the savings included in the budget. Should the risks be higher than this then the General Reserves and new Corporate Contingency Reserve will be available to support any emergency calls.

Outlined below are a number of risk areas that will need to be actively managed during 2019/20

- 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 Teachers' pension costs pending the outcome of UK and Welsh Government funding decisions. For 2019/20 the Council has provided schools with £609k from reserves to part fund such costs but this remains £845k short of what is required. Further full year pressures of Teachers pension costs and Teachers pay award for September 2019 may arise in subsequent years.
- 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 other projects.

15. Integrated Impact Assessment

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016. The first stage impact assessment has indicated that a more in-depth assessment was required.

An overview of the Integrated Impact Assessment has been included below in summary form only and it is essential that Members read the Integrated Impact Assessment, which is attached to the report at Appendix 7, for the purposes of the meeting.

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 2019/20 at the same level as in 2018/19.

The budget report incorporates several service change proposals which, taken together, represent a significant change in the Council's service delivery arrangements and income generation. 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, income generation or in some instances the withdrawal of services. 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 2019/20 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.

16. 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.

17. Workforce Implications

During this financial year 73 teaching and other staff have left or have signed to leave the Council’s employment via ERVR by 31

March 2019. It is likely that this number will increase by probably another 10 employees by year end. It is projected that the redundancy and access to pension costs charged to this year's accounts will be circa £800k and these will be funded from the base budget provision of £500k and the ERVR Reserve.

Personnel committee has delegated authority to Corporate Directors for any staff changes arising from the ER/VR process by 31 March 2019. Given that this work is ongoing it is proposed that the outcome of relevant changes will be reported to members by the end of June 2019.

18. Legal Impacts

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 31st October 2018. 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 Integrated Impact Assessment.

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

This is the first year that the Welsh Government has not provided any indicative funding announcements beyond the next financial year. Therefore, at this stage it is prudent for Budget proposals for future years to be based on the following assumptions:

	2020/21	2021/22	2022/23
WG funding	-2.0%	-2.0%	-2.0%
Pay & Pension Provision	2.0%	2.0%	2.0%
Price inflation	2.0%	2.0%	2.0%

Service pressures and savings proposals have also been included in the budget forecast (see Appendices 3 and 4).

This report includes a balanced budget for 2019/20 following the use of reserves as set out in this report, but indicates that savings solutions of circa £53m are required over the following 3 years. This will be addressed as part of the ongoing Forward Financial Planning process.

- 20. Fees & Charges** – as mentioned in paragraph 13 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

21. Recommendations

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

- a) That the following matters are delegated to the appropriate Corporate Director following consultation with the Council Leader, relevant Cabinet Member and Chair of the relevant Overview and Scrutiny committee:-

- Fees and charges applicable for the financial year 2019/20
 - 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 2018/19 – approve the revised budget position and arrangements for 2018/19
 - ii) The Council’s Revenue Budget 2019/20
 - Take account of the Integrated Impact Assessment and Crime and Disorder impacts in setting the budget for 2019/20
 - Approve the Net Revenue Budget requirement of £288.168m for 2019/20, 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 2019/20
 - 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 2019/20 – That the 2019/20 Band D equivalent for Neath Port Talbot County Borough Council will be £1,556.59.

22. Reasons for Proposed Decisions

To fulfil the statutory requirement to determine the budget for 2019/20.

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

To agree arrangements for setting Fees and Charges.

23. Implementation of Decision

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

24. Appendices

Appendix 1 – Revenue Budget Summary 2019/20

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 – Integrated Impact Assessment for Budget 2019/20

Appendix 8 – Consultation Summary

25. Background Papers

Cabinet Report of 31st October 2018

Budget working papers 2019/20

Welsh Government Guidance on Scrutiny of Local Authority

holding and Utilising of Reserves

Local Government Settlement

Consultation Responses

Integrated Impact Assessments

26. Officer Contact

For further information on this report item, please contact:

Mr Steve Phillips - Chief Executive

Tel No: 01639 763305 E-mail: s.phillips@npt.gov.uk

Mr Hywel Jenkins – Director of Finance and Corporate Services

Tel No: 01639 763251 E-mail: h.jenkins@npt.gov.uk

Mr Aled Evans – Director of Education, Leisure & Lifelong Learning

Tel No: 01639 763393 E-mail: a.evans@npt.gov.uk

Mr Andrew Jarrett – Director of Social Services, Health and
Housing

Tel No: 01639 763279 E-mail: a.jarrett@npt.gov.uk

Mr Gareth Nutt – Director of Environment

Tel No: 01639 686668 E-Mail: g.nutt@npt.gov.uk

Appendix 1

REVENUE BUDGET SUMMARY	2018/19	2018/19	2019/20
	Original Budget	Revised Budget	Budget
	£000	£000	£000
Directly Controlled Expenditure			
Schools	81,708	81,708	84,424
Other Education	23,816	24,582	24,667
Total Education	105,524	106,290	109,091
Social Services and Health	78,632	78,713	79,681
Environment	34,755	35,741	37,535
Finance & Corporate Services	17,433	17,471	18,076
Total Directly Controlled Expenditure	236,344	238,215	244,383
Levies			
Swansea Port Health Authority	46	46	47
Fire Authority	7,288	7,288	7,470
Margam Crematorium	1	1	1
Contributions			
Archive Service	91	91	94
Magistrates Court	13	13	12
Other Expenditure			
Treasury Management / Capital Financing	18,573	18,573	19,274
Council Tax Support	17,841	17,841	18,108
Misc. (including pay & pensions)	1,190	193	0
Contingency	989	115	555
Contingency-Management of Change	500	500	500
Contributions/Reserves			
Contribution-from Fire Authority Reserve	-21	-21	-21
Contribution from General Reserve	0	0	-2,255
BUDGET REQUIREMENT	282,855	282,855	288,168

Appendix 1

REVENUE BUDGET SUMMARY	2018/19	2018/19	2019/20
	Original Budget	Revised Budget	Budget
	£000	£000	£000
INCOME			
Revenue Support Grant	166,733	166,733	168,695
National Non Domestic Rates	45,608	45,608	46,100
Discretionary Rates Relief	-216	-216	-330
Council Tax - Neath Port Talbot CBC	70,730	70,730	73,703
TOTAL INCOME	282,855	282,855	288,168

Appendix 2

WELSH LOCAL GOVERNMENT SETTLEMENT 2019/20 - List of Specific Grants		
		<i>£'000s</i>
Existing Grant name	2018/19	2019/20
<u>Education</u>		
Education Improvement Grant	118,137	118,137
Sixth Form Funding	92,918	NA
Pupil Development Grant	91,333	91,333
Raising School Standards	10,030	NA
Additional Support for Ethnic, Minority, Gypsy Roma Traveller Learners	8,700	8,700
Teachers Pay Grant	8,069	RSG
Costs associated with Teachers Pay Grant	7,500	7,500
Pioneer Schools	7,105	NA
Free School Meals Grant	5,000	RSG
Adult Community Learning	4,307	NA
Youth Support Grant	3,470	9,670
Additional Learning Needs Transformation Grant	3,200	3,200
Reducing infant class sizes grant	3,000	5,000
Small and Rural Schools Grant	2,500	2,500
Sabbatical Scheme - Welsh in a Year	1,834	2,752
PDG Access	1,770	3,554
School-based Supply Cluster Trial	1,349	460
GCSE Support	1,000	0
The Learning in Digital Wales Continuing Professional Development Programme (Phase 2)	450	500
Modern Foreign Languages	432	432
Seren Network Hub Grant	320	320
Promote and Facilitate the use of the Welsh Language	314	314
Senior Business Managers	200	200
Mentoring and Networking Support for Head Teachers	140	140
Specialist Skills Development	79	131
National Numeracy Tests	20	20
Schools Funding Grant	0	15,000
Total	373,177	269,862
<u>Local Government and Public Services</u>		
Supporting People	123,688	0
Flying Start Revenue Grant	74,683	0
Families First	37,661	0
Communities for Work Plus	10,731	0
Cardiff Capital City Deal	10,000	10,000
Communities for Work	6,833	6,906

Appendix 2

WELSH LOCAL GOVERNMENT SETTLEMENT 2019/20 - List of Specific Grants		
		<i>£'000s</i>
Existing Grant name	2018/19	2019/20
Legacy Fund	6,000	0
Cardiff Bay Regeneration	5,400	5,400
High Street Rate Relief	5,000	23,600
Promoting Positive Engagement for Young People At Risk of Offending	4,330	0
Homelessness Grant	2,800	2,800
Child Burials	600	600
Support for Public Services Boards	400	400
Delivery of Activities Related to Rent Smart Wales	275	NA
Armed Forces Day	170	20
Rural Housing Enabler Projects	105	30
Children and Communities Grant	0	135,442
Housing Support Grant	0	126,763
Total	288,675	311,961
<u>Economy and Transport</u>		
Concessionary Fares	57,986	60,133
Bus Services Support Grant	25,000	25,000
Bus Revenue Support Traws Cymru	3,400	3,387
Road Safety Grant	2,000	1,900
Major Events Grant Support	1,635	260
Regional Tourism Engagement Fund	976	750
Anglesey Airport	366	NA
CYMAL	268	NA
Enterprise Zones	105	50
Specialist Service Grants	65	65
Total	91,801	91,545
<u>Health and Social Services</u>		
Substance Misuse Action Fund	22,663	25,063
Supporting Sustainable Social Services	14,000	0
Out of School Childcare	2,300	0
NHS Funded Nursing Care Grant	1,900	1,250
St David's Day Fund	1,000	0
National Approach to Advocacy	550	550
Deprivation of Liberty Safeguard	263	NA
Maintaining the Delivery of the National Adoption Register	172	172
Development of Adoption Support Services in Wales	90	90
Take Home Naloxone	80	80
Substance Misuse Bursary Scheme	35	0

Appendix 2

WELSH LOCAL GOVERNMENT SETTLEMENT 2019/20 - List of Specific Grants		
		<i>£'000s</i>
Existing Grant name	2018/19	2019/20
Adoption Support	0	2,300
Social Services Grant	0	30,000
Total	43,053	59,505
<u>Energy, Planning and Rural Affairs</u>		
Sustainable Waste Management Grant	18,200	NA
Waste Infrastructure Procurement Programme - Gate Fee Contributions	13,300	10,170
Single Revenue Grant	2,548	0
Flood and Coastal Erosion Risk Management	1,730	1,730
Air Quality Direction Feasibility Study	554	554
Sustainable Development Fund for Areas of Outstanding Natural Beauty	275	275
Animal Health & welfare Framework Funding	200	200
South Wales Regional Aggregate Working Party	50	50
Waste Planning Monitoring Report - North Wales and South East Wales.	49	49
North Wales Regional Aggregate Working Party	25	25
Waste Planning Monitoring Report - South West Wales	17	17
Non-Domestic (Business) Rates Support for Hydropower	8	NA
Coastal Risk Management Programme	0	2,400
Total	36,956	15,469
<u>Central Services and Administration</u>		
Violence against Women, Domestic Abuse & Sexual Violence Grant	1,938	1,938
Assets Collaboration Programme Wales Phase 2	410	0
Community Cohesion Grant	360	1,120
Assets Collaboration Programme Wales	207	0
Total	2,914	3,058
All Grants	836,576	751,400
All Grants excluding NA and RSG transfers (for like-for like comparison)	689,767	751,400

NA – Grant amount not available

Revenue Pressures and Investments

Ref	Service area	2019/20	2020/21	2021/22	2022/23
		£'000	£'000	£'000	£'000
ELLL5	Home to School Transport - Welsh Medium 2nd campus	100	35	0	0
ELLL6	Ysgol Bae Baglan Pay Protection	-53	0	0	0
ELLL9a	Teachers Increased Pension contributions from 16.48% to 23.6% - Centre	95	72	0	0
ELLL9b	Teachers Increased Pension contributions from 16.48% to 23.6% - Schools	1,788	1,338	0	0
ELLL11	Additional Learning Needs Investment of £300k with £100k from Corporate Contingency Reserve	200	500	500	500
ELLL12a	Full year effect of Teachers pay award (Sept 18) - Centre	10	0	0	0
ELLL12b	Full year effect of Teachers pay award (Sept 18) - Schools	100	0	0	0
ELLL13	Secondary Education ASD specialist provision (inc. transport)	300	0	0	0
ELLL14	Schools - pupil number changes	269	243	250	250
ELLL16	School Catering - additional Free School Meals provision from WG funding	100	0	0	0
SSHH51	Residential care - additional provision above 2% increase	270	280	280	280
SSHH53	National Living Wage - additional contracts costs	0	250	250	250
SSHH54	Adult Services LD - transition growth	700	200	200	200
	Use of Social Care extra grant to fund above pressures in 2019/20	-970	0	0	0
SSHH56	Full year effect of 2018 contract price increases	150	0	0	0
SSHH57	Social Care Investment in lieu of 2018/19 overspend	500	0	0	0
ENVT20	Provision for Single Environment Grant cut in 2020/21	0	50	0	0

Revenue Pressures and Investments

Ref	Service area	2019/20	2020/21	2021/22	2022/23
		£'000	£'000	£'000	£'000
ENVT21	2 additional Waste Enforcement Officers to enforce side waste policy and to educate residents and traders on recycling	77	0	0	0
ENVT23	Additional Highways and Drainage Inspector to inspect the newly identified active travel cycle network and other currently uninspected non-highways public areas	27	0	0	0
ENVT25	SUDS (Sustainable Urban Drainage Systems)- new statutory requirement which allows collection of income at pre-set rates which will leave £30k shortfall	30	0	0	0
ENVT26	Additional funds for LDP review for the period 2020 to 2024	0	100	0	0
ENVT29	Provision to compensate loss of Rights of Way Improvement Plan grant	35	0	0	0
ENVT30	Gypsy services - increased pressure on maintenance budgets associated with the 2 Gypsy sites and increased management of Gypsies not on designated sites.	70	0	0	0
ENVT33	Waste - loss of MREC rent	200	0	0	0
ENVT34	Waste - additional provision for providing service in house	800	0	0	0
ENVT35	Tourism Unit - Full year effect	44	0	0	0
ENVT36	Asset sponsorship income shortfall	50	0	0	0
ENVT37	Additional funds for Deep Clean Team and other Environment Directorate initiatives.	475	0	0	0
CORP17	Housing Benefit Admin Subsidy Grant reductions	0	50	25	25
CORP18	Coroners Service - Contribution to enhanced cost of joint service following national pay review.	30	0	0	0
CORP19	Procurement Online Resources - Sell to Wales and e-tendering services paid for by WG. Provision for Council to pay for contract ending late 2019.	20	40	0	0

Revenue Pressures and Investments

Ref	Service area	2019/20	2020/21	2021/22	2022/23
		£'000	£'000	£'000	£'000
CORP20	Third Sector Grants - increase base budget for strategic partners	100	0	0	0
CORP21	ICT Microsoft Licences	100	50	50	0
OTH008	Living wage - other contracts	0	250	250	250
OTH009	New Green Book pay scale additional costs	1,480	250	250	250
CONT1	General Contingency	447	2,000	2,000	2,000
CONT7	Capital financing costs re 21st Century Schools Band B investment	0	0	0	800
	Total	7,544	5,708	4,055	4,805

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £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	1,060	7%	72	0	0	0
ELLL707	ES&C	Pontardawe Arts Centre - Reduce Subsidy	Andrew Thomas	2nd year of proposal from 2018/19. This will place an imperative on realising increased income targets as identified in the facility's Business Plan and working towards establishing a Cinema via Arts Council for Wales grant funding. The cinema is unlikely to come to fruition until 2020/21 and we are then targeting additional income of £70k. Other possibilities linked to the cinema project are the further development of the licensed bar, and food and beverage offer which complement the Arts programme and cinema audience.	203	54%	40	70	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL715	ES&C	School Catering	Chris Millis	Standardising Breakfast Clubs to 45 minute contracts and School Catering hours based upon volume of meals delivered. Full year savings available from 2020/21 after pay protection ends.	1,828	3%	0	50	0	0
ELLL801	ES&C	Re-negotiate current contract to deliver outdoor education at the Discovery Centre, Margam Park.	Andrew Thomas	Negotiations nearing completion with Field Studies Council which involve a 100% reduction in management fee. However as part of the negotiations it will be necessary to establish an annual "sinking fund" to meet the landlord building maintenance obligations in the sum of £50k pa. This means the net reduction in management fee is £200k. 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.	200	100%	200	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL802	ES&C	Reduction in subsidy of Celtic Leisure Contract.	Andrew Thomas	More efficient management of Celtic Leisure Contract (including leisure centres, swimming pools and the Gwyn Hall Theatre).	1,508	9%	140	0	0	0
ELLL808	ES&C	Margam Park - income generation	Andrew Thomas	Targeted increase of 24 additional weddings/and other functions. It is expected that gross income will increase by over £200k with the net reduction in subsidy after catering costs being £75k.	365	21%	75	0	0	0
ELLL810	ES&C	Cefn Coed Museum - reduce subsidy	Chris Millis	Second year of strategy agreed in Feb 2018. Consult and work with Friends of Cefn Coed Museum to identify income generation opportunities and volunteer contributions, and support wider development of this facility including opportunities from Valleys Gateway proposal.	50	10%	5	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL901	ES&C	School Meals	Chris Millis	The current price of a school meal for pupils in primary and special schools is £2.30. From September 2019 it is proposed that this is increased to £2.35.	1,828	2%	30	0	0	0
ELLL903	ES&C	Cleaning Service	Chris Millis	The current budget shortfall for the cleaning service to schools is £127k. It is proposed to increase the cost of the service to schools to generate an additional £50k. On the basis of the improved final budget provision for schools this proposal should be at less risk to schools deciding to outsource their cleaning service.	50	100%	50	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL904	ES&C	Croeserw Community Centre	Chris Millis	Croeserw Community Centre is the only community centre that the council continues to manage as all others have been transferred to community organisations or to individuals. This strategy in the main has worked well. It is proposed to engage with any interested parties who wish to take on the operation of the centre and seek transfer over 2 years. This proposal has been delayed for implementation from April 2020.	90	100%	0	45	45	0
ELLL906	ES&C	Education Learning Resource Service	Andrew Thomas	Increased income target to be achieved by reviewing the fees and charges for services currently provided and to pursue new customers.	-15	-67%	10	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL907	ES&C	Special Education Service - Out of County placement savings	Andrew Thomas	The Council has been pursuing a strategy of developing specialist provisions within county to prevent hugely expensive out of county placements over many years. This proposal is a continuation of that strategy whilst recognising there is a degree of risk associated with it as more and more children present with high levels of complex needs and therefore require placement in very specialist provisions out of county. The 2019/20 Budget also includes a proposal to open a new Secondary Education specialist provision for ASD to cater for the needs of pupils with challenging needs.	1,059	5%	58	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL908	ES&C	School uniform grant	Chris Millis	WG have confirmed funding to replace the former "school uniform grant" in the form of the PDG Access Grant, so this provision now will be funded wholly by WG grant.	35	100%	35	0	0	0
ELLL909	ES&C	SEN post 16 transport saving	Chris Millis	This is a non-statutory service. This budget is £228k and is projected to overspend in year (2018/19) by £73k. For all other students NPTC are responsible for transporting pupils who are registered pupils of the College. It is proposed to cut this budget and discuss with the college their funding arrangements. This proposal will require full consultation and Integrated Impact Assessment.	228	100%	0	228	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL910	ES&C	SSIP Budget Reduction	Andrew Thomas	21st Century Band B business cases, which are a requirement of WG to draw down capital funding, have been completed in the current financial year which means there are fewer to complete in 2019/20.	468	9%	40	0	0	0
ELLL911	ES&C	Vacancy management	Andrew Thomas/ Chris Millis	This reduces the number of jobs when staff leave or there may be some delay in appointments.	0	0%	50	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL912	ES&C	Library service reduction	Andrew Thomas	The 2019/20 savings will be delivered via vehicle contract savings upon expiry of mobile vehicle leases in October 2018 and November 2019 together with a staff vacancy saving. The final budget proposal for 2019/20 is reduced and has an alternative saving target of £50k down from £75k. The savings in subsequent years will be subject to a separate report on the future operation of the Library Service including those at Baglan, Cwmafan, Glynneath and Skewen.	1,613	13%	50	80	80	0
ELLL913	ES&C	Youth service reduction	Chris Millis	This proposal has been amended as the service anticipates additional grant and income resulting in only minor service adjustments. It is not expected to impact on service delivery.	492	4%	20	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL914	ES&C	Grant management	Andrew Thomas/ Chris Millis	To fund legitimate core costs from specific grants	0	0%	60	0	0	0
ELLL915	ES&C	Schools delegated budget	Andrew Thomas/ Chris Millis	This final Budget increases the Schools Budget by £3.673m to £85.381m with £957k being funded from specific grant and reserves. This is circa £845k short of what is needed as the UK and WG have not yet confirmed any funding for the increased cost of Teachers pensions for 2019/20. Should this be confirmed top up funding will be provided to Schools. WG will need to provide additional funding in year to cover the pension shortfall and into the base budget for subsequent years otherwise there will be significant cuts in future years.	81,708	0.5%	845	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL916	ES&C	Savings arising from the cessation of the Print Commissioning function	Andrew Thomas/ Chris Millis	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	27	26%	7	0	0	0
SSHH901	SCHWB	Children's services	Keri Warren	Ensure that only those children who need to be in care are admitted and remain, and that those in care have safe and stable placements. Safeguarding will always remain a top priority.	21,506	2%	500	0	0	0
SSHH902	SCHWB	Hillside	Alison Davies	Generate additional income from welfare bed placements by increasing the number of beds available	-255	-78%	200	0	0	0
SSHH903	SCHWB	Adult Social Care	Angela Thomas	Provide for assessed need in the most economical way across all of adult services.	46,621	1%	250	0	0	0
SSHH904	SCHWB	Maximise value for money across respite care services	Angela Thomas	Ensure that we fully utilise POBL bed provision. This will mean reducing the choice of residential provision in relation to respite care.	26,489	1%	150	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
SSHH905	SCHWB	Transport policy	Angela Thomas	Only provide free taxi transport for Adults to attend daily respite and college, if transport is an assessed need. The original proposal has been reduced from £215k to £115k.	297	39%	115	0	0	0
SSHH906	SCHWB	Homecare	Angela Thomas	Following the re-design of the in house homecare service, reduce management and support staffing via ER/VR.	8,073	3%	250	0	0	0
SSHH907	SCHWB	Homecare	Angela Thomas	Re-model the Extra Care Supported Living Schemes	8,073	2%	180	0	0	0
SSHH908	SCHWB	Western Bay	Angela Thomas	Jointly working with City & County of Swansea and ABMU to make procurement savings on the Deprivation of Liberty Assessments.	0	0%	50	0	0	0
SSHH910	SCHWB	Building Safe & Resilient Communities	Andrew Jarrett	Divert demand through earlier intervention & prevention by identifying sources of community provision which will meet people's needs	0	0%	200	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
SSHH911	SCHWB	Staffing across the Directorate	Angela Thomas/ Keri Warren	Reduction in staffing via ER/VR	37,164	1%	525	0	0	0
SSHH912	SCHWB	Community Resource Team	Angela Thomas	Ongoing additional Intermediate Care Fund (ICF) grant	2,576	2%	60	0	0	0
SSHH913	SCHWB	Supporting People	Angela Thomas	Optimise the use of the SP grant in Learning Disability services	4,795	2%	100	0	0	0
SSHH914	SCHWB	Savings arising from the cessation of the Print Commissioning function	All	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	17	29%	5	0	0	0
ENVT901	S&E	Parking tariff increase	Dave Griffiths	Introduce increased prices by average of 30p for all Council run car parks in the 3 Town Centres from April 2019	-372	-8%	30	0	0	0
ENVT902	S&E	Alternative car parking initiatives	Dave Griffiths	Increased income from Neath BID or usage.	-372	-3%	10	0	0	0
ENVT903	S&E	E&T cost saving	Dave Griffiths	Staff savings via ERVR	27,915	0%	49	0	0	0
ENVT904	S&E	Highways Development Control	Dave Griffiths	Income generation via permitting watercourses etc.	247	4%	10	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ENVT905	S&E	Car Parking Permits	Dave Griffiths	Increased Income from sale of permits to police and schools in Neath	-372	-1%	4	0	0	0
ENVT906	S&E	Staff and Member Parking charges	Dave Griffiths	Increase charge by £3 per month for staff working more than 23 hours and £1.50 for other part time staff. These charges also apply to members.	-372	-13%	50	0	0	0
ENVT907	S&E	Road Safety and Business Performance	Dave Griffiths	Reduce budget for Supplies & Services	234	4%	9	0	0	0
ENVT908	R&SD	Increased Rental Income	Simon Brennan	Pontardawe One Stop Shop rental income	2,415	1%	14	0	0	0
ENVT909	R&SD	Employee cost savings	Simon Brennan	Reduce management capacity in Estates and Building Cleaning following non-replacement of staff vacancy	562	4%	25	0	0	0
ENVT910	R&SD	Port Talbot Civic Centre	Simon Brennan	Remove security at night in Civic Buildings	2,415	2%	50	0	0	0
ENVT911	R&SD	Estates section	Simon Brennan	Reduction in staff costs to cover Gypsy and Traveller Site	603	3%	20	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ENVT912	R&SD	Investment Income	Simon Brennan	Consolidate various income sources from filming, land fees etc.	-43	-93%	40	0	0	0
ENVT913	R&SD	Income generation	Nicola Pearce	Including: Environmental Monitoring at Giants Grave, Japanese Knotweed Remediation service and imposing charges for HHSRS Inspections prior to serving notices	682	6%	40	0	0	0
ENVT914	R&SD	Income generation	Nicola Pearce	Introduce Food Hygiene Income Target associated with food premises re-scores	470	2%	8	0	0	0
ENVT915	R&SD	Reduce Subscriptions	Nicola Pearce	Cancel TS Link subscription and rely instead on alternative means of intelligence gathering.	508	1%	4	0	0	0
ENVT918	S&E	Pest control	Michael Roberts	Increase fee levels to cover costs, which will still be much lower than market rates. In some instances this will result in the charge increasing by triple the fee e.g. treatment of rats from £40 for 3 visits to £120 for 3 visits.	99	51%	50	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ENVT919	S&E	Cemeteries	Michael Roberts	Move closer to full recovery with increases for a number of cemetery services. For example - burial fee increasing from £659 to £800.	125	40%	50	0	0	0
ENVT920	S&E	Bowling Greens/ sports fields	Michael Roberts	Cease to provide any maintenance services in relation to bowling greens. Ensure cost recovery of charges for work on sports fields - increase charges or stop work.	1,065	5%	50	0	0	0
ENVT924	S&E	Savings arising from the cessation of the Print Commissioning function	All	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	42	26%	11	0	0	0
CORP577	P&R	CCTV - cost savings	Karen Jones	Savings at the end of the current CCTV Maintenance contract period which reflects a lower number of cameras currently in use.	244	12%	30	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP702	P&R	ICT Staff reductions	Karen Jones	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.	3,875	8%	160	160	0	0
CORP801	P&R	Finance Division - Reduce number of staff	Huw Jones	This proposal will reduce the number of people working within the Finance Division, with posts being lost through the Voluntary Redundancy process. This will put more pressure on the staff remaining and reduce resilience within the Division.	3,793	3%	120	0	0	0
CORP901	P&R	Digital strategy - automation of one post following introduction of a new Corporate Performance Management System	Karen Jones	Employee has been re-deployed under the Council's Management of Change Scheme	284	9%	25	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP902	P&R	Reduce management cost	Karen Jones	Management review following staff turnover	4,105	2%	25	30	30	0
CORP903	P&R	Digital strategy - further transformation of customer services	Karen Jones	Digital strategy - Move to a position where there is one One Stop Shop. This will mean a gradual reduction in face to face services at Port Talbot Civic Centre. Automation of telephone calls at contact Centre Service leading to a reduction in the number of jobs	711	9%	0	36	30	0
CORP904	P&R	Income generation - info asset sponsorship - implementing the corporate communications and community relations strategy	Karen Jones	Income Generation and Digital Strategy - Introduce targeted sponsorship and advertising policy for the Council's information assets, based on ethically and commercially sound policy. The business case is being developed and is likely to require pump prime funding i.e. invest to save	396	20%	0	0	30	50

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP905	P&R	Income generation - working towards a self-financing CCTV service	Karen Jones	Revisit the 2015 options appraisal to identify a strategy that can reduce/eliminate the Council subsidy for this non-statutory service. Capital investment will be required to ensure the service can satisfy insurance, business continuity and service requirements.	243	49%	0	0	40	80
CORP906	P&R	Income generation - refocus the communications, community relations, customer services to promote Council services & functions	Karen Jones	Market the Council's services and functions to staff and the external customer base to increase participation in paid for services.	396	30%	0	20	40	60
CORP907	P&R	HR Non staff savings	Sheenagh Rees	Reduce expenditure on printing, postage, books, stationery, and conference fees, by moving to digital services and solutions.	1,283	0%	6	0	0	0

Budget Savings, Cuts and Income Generation

Ref	Board	Description	Lead	Main Impacts	Budget 2018/19	% saving	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP908	P&R	HR staff savings	Sheenagh Rees	Pilot project to automate tasks in the Employment support team, to enable deletion of vacant posts from the structure	1,283	0%	6	0	0	0
CORP909	P&R	Corporate services staff savings	Craig Griffiths	Savings following internal promotion of staff	117	15%	18	0	0	0
CORP910	P&R	Legal non-staff saving	Craig Griffiths	Reduction in Online Resource - contract end April 2019	2,083	0%	6	0	0	0
CORP911	P&R	Remove annual contribution to Member Development Reserve	Karen Jones	The reserve balance of £115k is sufficient to meet anticipated future use.	0	0%	5	0	0	0
CORP912	P&R	Savings arising from the cessation of the Print Commissioning function	All	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	24	25%	6	0	0	0
OTH	P&R	Insurance charge	All	Reduction in total cost of insurance management, premiums and claims.	N/A	N/A	500	0	0	0
		Total					5,803	719	295	190

SPECIFIC RESERVES

Appendix 5

Description	Reserve at 1st April 2018 £000	Reserve Movements 2018/19		Balance at 31 Mar 2019 £000	Reserve Movements 2019/20		Balance at 31 Mar 2020 £000
		To £000	From £000		To £000	From £000	
EDUCATION, LEISURE & LIFELONG LEARNING							
<i>Delegated Schools Cash Reserves</i>							
ERVR Primary	Cr 19	Cr 1	0	Cr 20	Cr 1	0	Cr 21
Primary Schools Reserve A/C	Cr 2,433	0	0	Cr 2,433	0	0	Cr 2,433
Secondary Schools Reserve A/C	Cr 274	0	0	Cr 274	0	0	Cr 274
Special Schools Reserve A/C	Cr 161	0	0	Cr 161	0	0	Cr 161
Repairs and Maintenance Reserve	Cr 161	0	0	Cr 161	0	0	Cr 161
	Cr 3,048	Cr 1	0	Cr 3,049	Cr 1	0	Cr 3,050
<i>Education, Leisure and Lifelong Learning</i>							
Equalisation Account-Education	Cr 96	Cr 654	52	Cr 698	0	693	Cr 5
Home to School Transport	Cr 60	0	60	0	0	0	0
Margam Discovery Centre - Building Maintenance Reserve	0	0	0	0	Cr 50	0	Cr 50
	Cr 156	Cr 654	112	Cr 698	Cr 50	693	Cr 55
Total Education Leisure & Lifelong Learning	Cr 3,204	Cr 655	112	Cr 3,747	Cr 51	693	Cr 3,105

SPECIFIC RESERVES

Appendix 5

Description	Reserve at 1st April 2018	Reserve Movements 2018/19		Balance at 31 Mar 2019	Reserve Movements 2019/20		Balance at 31 Mar 2020
	£000	To £000	From £000		To £000	From £000	
SOCIAL SERVICES, HEALTH & HOUSING							
Homecare ECM Equipment Reserve	Cr 53	Cr 10	0	Cr 63	Cr 10	0	Cr 73
Community Care Transformation Reserve	Cr 108	0	0	Cr 108	0	0	Cr 108
Social Services Equalisation	Cr 540	0	0	Cr 540	0	270	Cr 270
Hillside General Reserve	Cr 1,687	Cr 143	738	Cr 1,092	Cr 148	266	Cr 974
Youth Offending Team - Equalization	Cr 153	0	0	Cr 153	0	0	Cr 153
Adoption service	Cr 100	0	0	Cr 100	0	0	Cr 100
Total Social Services Health & Housing	Cr 2,641	Cr 153	738	Cr 2,056	Cr 158	536	Cr 1,678

SPECIFIC RESERVES

Appendix 5

Description	Reserve at 1st April 2018 £000	Reserve Movements 2018/19		Balance at 31 Mar 2019 £000	Reserve Movements 2019/20		Balance at 31 Mar 2020 £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 126	0	0	Cr 126	0	0	Cr 126
Local Development Plan	Cr 142	Cr 11	0	Cr 153	0	0	Cr 153
Economic Development	Cr 40	Cr 200	240	0	Cr 200	200	0
Winter Maintenance Reserve	Cr 764	0	0	Cr 764	0	0	Cr 764
Baglan Bay Innovation Centre - Dilapidation Reserve	Cr 78	0	0	Cr 78	0	0	Cr 78
Environment Equalization Reserve	Cr 353	0	0	Cr 353	0	132	Cr 221
BSSG grant reserve	Cr 128	0	128	0	0	0	0
Renewable Energy Reserve	Cr 4	0	0	Cr 4	0	0	Cr 4
Environmental Health - Housing Equalisation	Cr 20	0	0	Cr 20	0	0	Cr 20
	Cr 1,807	Cr 211	368	Cr 1,650	Cr 200	332	Cr 1,518
<i>Operating Accounts</i>							
Operating Accounts Equalization	Cr 36	0	0	Cr 36	0	0	Cr 36
Vehicle Tracking	Cr 92	0	0	Cr 92	0	0	Cr 92
Operating Accounts -Vehicle Renewals	Cr 1,465	Cr 1,063	1,178	Cr 1,350	Cr 1,088	1,729	Cr 709
	Cr 1,593	Cr 1,063	1,178	Cr 1,478	Cr 1,088	1,729	Cr 837
Total Environment	Cr 3,400	Cr 1,274	1,546	Cr 3,128	Cr 1,288	2,061	Cr 2,355

SPECIFIC RESERVES

Appendix 5

Description	Reserve at 1st April 2018 £000	Reserve Movements 2018/19		Balance at 31 Mar 2019 £000	Reserve Movements 2019/20		Balance at 31 Mar 2020 £000
		To £000	From £000		To £000	From £000	
FINANCE AND CORPORATE SERVICES							
Elections Equalisation Fund	Cr 202	Cr 15	0	Cr 217	Cr 15	0	Cr 232
Health & Safety / Occupational Health	Cr 94	0	54	Cr 40	0	34	Cr 6
Development Fund for Modernisation	Cr 110	Cr 5	0	Cr 115	0	0	Cr 115
IT Renewals Fund	Cr 1,495	Cr 225	421	Cr 1,299	0	405	Cr 894
Corporate Equalisation Reserve	Cr 662	Cr 232	424	Cr 470	0	234	Cr 236
Building Capacity	Cr 80	Cr 50	0	Cr 130	0	0	Cr 130
Voluntary Organisation Reserve	Cr 23	0	16	Cr 7	0	7	0
Total Finance and Corporate Services	Cr 2,666	Cr 527	915	Cr 2,278	Cr 15	680	Cr 1,613
COUNCIL RESERVES							
Insurance-Claims Reserve	Cr 6,618	Cr 280	280	Cr 6,618	Cr 280	2,280	Cr 4,618
Swansea Bay city Deal	0	Cr 75	0	Cr 75	0	0	Cr 75
Income Generation Reserve	Cr 750	0	34	Cr 716	0	34	Cr 682
Member Community Fund	Cr 672	0	43	Cr 629	0	600	Cr 29
Community Resilience fund	Cr 2,000	0	0	Cr 2,000	0	0	Cr 2,000
Housing Warranties	Cr 220	0	0	Cr 220	0	0	Cr 220
Fire Authority Reserve	Cr 31	0	0	Cr 31	0	21	Cr 10
Pantteg Landslip Reserve	Cr 500	0	0	Cr 500	0	0	Cr 500
Waste Reserve	Cr 393	0	0	Cr 393	0	0	Cr 393
LAWDC Contingency Reserve	Cr 971	0	0	Cr 971	0	0	Cr 971
Treasury Management Equalisation Reserve	Cr 5,755	0	0	Cr 5,755	0	500	Cr 5,255

SPECIFIC RESERVES

Appendix 5

Description	Reserve at 1st April 2018 £000	Reserve Movements 2018/19		Balance at 31 Mar 2019 £000	Reserve Movements 2019/20		Balance at 31 Mar 2020 £000
		To £000	From £000		To £000	From £000	
ERVR - Transitional Reserve	Cr 6,074	0	73	Cr 6,001	0	0	Cr 6,001
Accommodation Strategy	Cr 2,484	Cr 50	260	Cr 2,274	Cr 50	50	Cr 2,274
Corporate contingency	0	0	0	0	Cr 2,500	300	Cr 2,200
Total Council Reserves	Cr 26,468	Cr 405	690	Cr 26,183	Cr 2,830	3,785	Cr 25,228
JOINT COMMITTEES							
Environment Legacy Reserve (SWTRA)	Cr 60	0	0	Cr 60	0	0	Cr 60
WB Safeguarding Board Reserve	Cr 99	0	0	Cr 99	0	0	Cr 99
Substance Misuse Joint committee	Cr 27	0	0	Cr 27	0	4	Cr 23
Intermediate Care Pooled Fund	Cr 14	0	0	Cr 14	0	0	Cr 14
	Cr 200	0	0	Cr 200	0	4	Cr 196
TOTAL ALL REVENUE RESERVES	Cr 38,579	Cr 3,014	4,001	Cr 37,592	Cr 4,342	7,759	Cr 34,175

GENERAL RESERVE

	Original 2018/19	Revised 2018/19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23
Opening balance 1st April	Cr 20,613	Cr 19,980	Cr 19,714	Cr 17,854	Cr 18,259	Cr 18,674
Council Tax increased income	Cr 1,000	Cr 1,000	Cr 1,000	Cr 1,000	Cr 1,000	Cr 1,000
Capital - Phase II Accommodation financing costs	340	340	180	170	160	150
Doubtful Debt Provision	200	200	200	200	200	200
Contributions to the Economic Development Fund	200	160	200	200	200	200
Community Councils Grant Scheme	25	25	25	25	25	25
Pantteg landslip - media officer	40	0	0	0	0	0
NPT works contract termination	135	105	0	0	0	0
Contribution to revenue	0	436	2,255	0	0	0
Estimated Closing balance 31st March	Cr 20,673	Cr 19,714	Cr 17,854	Cr 18,259	Cr 18,674	Cr 19,099

INTEGRATED IMPACT ASSESSMENT (IIA)

This Integrated Impact Assessment considers the duties and requirements of the following legislation in order to inform and ensure effective decision making and compliance:

- **Equality Act 2010**
- **Welsh Language Standards (No.1) Regulations 2015**
- **Well-being of Future Generations (Wales) Act 2015**
- **Environment (Wales) Act 2016**

1. Details of the initiative

	Title of the Initiative: Budget 2019/2020
1a	Service Area: Services as identified across the directorates
1b	Directorate: All
1c	<p>Summary of the initiative:</p> <p>The Council is legally required to produce a balance budget. In setting its budget the Council utilises funding received via the financial settlement from the Welsh government including share of non- domestic rates, additional grants for specific service areas along with income from council tax.</p> <p>Investing significantly in services which protect the most vulnerable within the county borough, as reflected in the Council's wellbeing objectives, has been a top priority for the Council over recent years and 2019/20 is no different. This continues to be challenging and requires ever greater consideration of what is possible to fund and to what level that funding is able to be made.</p>

INTEGRATED IMPACT ASSESSMENT (IIA)

	<p>With the announcement of the provisional financial settlement along with a number of grants the Council identified a shortfall in its budget for 2019/20 of over £12m and £64m required up to and including the financial year 2022/23. However, with the announcement of a further 12 grants imminent it is likely that this will change before the budget is finalised. The draft proposals published on the 31 October 2018 included the council planning for the first time to use £4.2m from its reserves.</p> <p>For completeness, previous years' budget saving proposals (which are due to be realised in 2019/20) were included as part of the consultation but as these were assessed previously they do not form part of this current assessment.</p> <p>The final Budget report proposes a net Budget of £288.168m with some changes to the original draft proposals including a reduction in the council tax increase from 5% to 4%, withdrawal of the cuts in the music service, welfare rights, libraries, biodiversity, and a reduction in the proposed grounds maintenance charges to schools.</p>
1d	<p>Who will be directly affected by this initiative?</p> <p>Residents of and visitors to Neath Port Talbot. Staff and service users of Neath Port Talbot County Borough Council.</p>
1e	<p>When and how were people consulted?</p> <p>A wide range of engagement and consultation activities have taken place between 31 October 2018 and 11 January 2019.</p> <ul style="list-style-type: none"> • Overarching public consultation • Internal consultation • Stakeholder consultation • Written responses from external organisations.

INTEGRATED IMPACT ASSESSMENT (IIA)

	<p>To help ensure that the consultation was as widely available as possible, there were 4 mechanisms by which people could submit their views:</p> <ul style="list-style-type: none"> • Online - a self-completion questionnaire was published on the Council’s website. • Paper Questionnaires in public buildings - consultation packs were made available in 37 public buildings across the county borough; including the One Stop Shops in Neath and Port Talbot, Community Centres and all Council run and community libraries. The questionnaire in these packs was a replica of the online version and responses were entered into ‘SNAP’ survey software for analysis. • Email – Respondents were also able to submit their views via email to nptbudget@npt.gov.uk, the Leader or to directors. • Corporate social media accounts – the Council’s corporate Facebook and Twitter accounts were monitored for feedback on the draft budget proposals. <p>Further detailed information on the consultation arrangements for the draft budget is attached as a separate appendix to the Budget 2019/20 report.</p>
1f	<p>What were the outcomes of the consultation?</p> <p>Over 1000 respondents submitted comments and suggestions in relation to the Budget proposals for 2019/20 with the majority of comments received in relation to library services.</p> <p>Responses relating to individual proposals were referred to the relevant service areas for consideration as part of their specific individual consultation and assessment activities.</p> <p>A total of 922 completed questionnaires were received during the public consultation period. Of these 919 (99.7%) were completed in English and 3 (0.3%) in Welsh. 567(65.1%) of the responses were submitted online, with 355 (38.5%) paper questionnaires received. In addition to the questionnaires, letters, emails, formal responses from</p>

INTEGRATED IMPACT ASSESSMENT (IIA)

Unison, NAASH, third sector organisations and Stephen Kinnock MP, amongst others, were received.

Of all respondents completing the equalities questions:

- **61% of respondents were women while 0.3% of respondents identified as transgender**
- **80.1% of respondents were from a White British background**
- **91.8% of respondents identified as being Welsh**
- **65% of respondents considered they had a disability**
- **48.8% of respondents stated they were Christian while 27.6% stated having no religion**
- **55% of respondents had little or no knowledge of Welsh while 19% were fluent/fairly fluent Welsh speakers/ writers/readers**

564(61%) respondents disagreed with all of the proposals while 785(85%) agreed with some proposals. The following proposals were the main focus of the responses:

- **Library Service**
- **Music service**
- **Welfare Rights Service**
- **Staff reductions**

Library service

The original proposal was a phased transfer into community operation or closure of e libraries. It was considered that there would be a different impact on communities and stakeholders depending upon which service option would be finally agreed. If the decision was to transfer a library to a community group then this would have some negative impact on the service and community etc. but as the service would continue to be available this would be less of an impact than should the libraries close. Closure is likely negative impact on current and potential services

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users particularly for children and young people, older people and disabled people, as well as those on reduced incomes. The lack of a library could affect some people's general well-being, limit opportunities to access support and information and curtail people's independence with limiting accessibility to alternative facilities. The loss of library services would inevitably impact negatively on staff, who are predominantly older females working part time.

These impacts were reflected by responses received during the consultation. Respondents considered the proposal to close the libraries would have negative impacts for those using the facilities particularly children and young people, older people, disabled people, those on low income and unemployed. Concerns were also raised that literacy standards and education would fall if the proposals went ahead. Closure of libraries could lead to social isolation, negatively affect people's wellbeing and community cohesion with the removal of a local 'hub'.

Respondents considered libraries as corner stones of the community, where lending of books was just a part of the service provided; homework clubs, job clubs, centres for social gatherings, community advice and support as well as an educational resource for all sections of the community.

While respondents recognised that savings were a necessity the closure of libraries was not favoured. A number of respondents suggested modifications which in their view would provide savings but also maintain a facility in the local areas. These modifications were:

- **reduced opening hours/days,**
- **the removal of CD/DVD provision,**
- **to concentrate on the educational and informative aspects of the service and**
- **change the location of the service to save costs.**

In the respondents' views the impacts would be positive for individuals accessing the facilities, the community generally, local businesses, and possibly even community councils (where appropriate).

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Music service

It was considered that there would likely be negative impacts for children and young people using the service, schools accessing the service and staff. As a result of proposed increases in the cost, school budgets could be reduced in other areas or the service withdrawn completely. In both scenarios there is likely to be a negative impact on pupils due to lack of opportunity, schools passing on costs to pupils or reducing budgets in other areas to compensate. There would be inevitable significant negative impacts for those staff affected by a reduced or complete withdrawal of service.

A number of respondents to the consultation highlighted various negative impacts for children and young people particularly on their:

- **musical, self-confidence and social skills**
- **academic studies**
- **future opportunities**
- **wellbeing.**

However, it was also identified during the consultation that there could be a potential positive impact for local businesses who would possibly be able to 'approach schools which currently are monopolised by the music service'.

Welfare Rights Service

It was considered that there would be negative impacts for staff and service users (both current and potential). Significant impacts are likely for people who share the characteristics of age, disability and sex and for those

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financially disadvantaged (and who are more likely to share these characteristics).

Respondents to the consultation considered that the proposal would have a negative impact on:

- **People with a disability**
- **Those who are financially disadvantaged**
- **Children and young people**
- **'the most vulnerable within our communities'**

Staff reductions

As a result of the amalgamation and/or reduction of a number of grants received from Welsh Government, a range of services, and consequently staff, will be negatively affected. A reduction in or withdrawal of a service affects the service user, their families, communities as well as the staff providing the service. Among the services affected by withdrawal of funding is the Minority Ethnic Achievement Service and Traveller Education Service which affects some of the most vulnerable pupils, their families, schools and staff; potentially reducing opportunities, affecting educational achievement, reducing social interactions and wellbeing of pupils.

The redesign of services in light of budget constraints, for example in homecare, impact on service users and staff; reduced service provision to some of the most vulnerable in our communities as well as a reduction in staffing levels – impacting predominantly on female part time staff.

Respondents to the consultation commented on the reduction within the welfare rights team as well as more generally on staffing levels and vacancy management. Comments supported reductions in backroom staff, through early retirement and more effective management of staff. Few respondents explicitly identified impacts for staff

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but it was recognised that:

- A reduction in staffing levels would lead to an increase in work load and place extra stress on already overstretched staff.
- If not managed appropriately the attendance will be affected negatively due to the capacity of remaining staff
- potential risk of not being able to carry out its function as a public body if staff reduction continues
- Staff expertise is being lost through ER/VR
- reduced working hours could alleviate budget pressures; particularly pertinent to the education department where it was suggested that all staff should work 40 weeks per year

Taking into account comments received during the consultation, the final financial settlement received on 19 December 2018 and receipt of additional grant monies along with further consideration of the budget proposals throughout the consultation period the Council have reconsidered some aspects of the budget proposal for 2019/20. Consequently:

- the council tax increase will be reduced to 4% from a proposed 5%
- to mitigate further budgetary reductions the Council will use £2.255m of general reserves to balance its budget for 2019/20.
- savings proposals will be amended as follows:
 - ELLL902 - Music Service. This proposal has been withdrawn following notification of a Welsh Government grant which will be used to reduce the cost of the service subsidy for 2019/20.
 - ELLL904 - Croeserw Community Centre. The proposal has been delayed for 12 months to enable further discussions to take place regarding the possible transfer of the centre to the community in 2020/21.
 - ELLL905 - Welsh Translation Service. This proposal has been withdrawn with the service being

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considered to further investigate income generation opportunities for future years.

- ELL912 - Libraries. The saving for 2019/20 has been reduced and will be achieved from vehicle leasing savings and a vacant post. A separate report is to be commissioned on future Library Service provision.
- SSH909 - Welfare Rights Service. This proposal has been withdrawn and a joint review of welfare service provision across the county borough will be undertaken by the Council and Third Sector Organisations during 2019.
- ENVT903 - Staff Savings. This has been amended with the savings reduced by £15k.
- ENVT917 - Planning Service Biodiversity savings. This proposal has been withdrawn.
- ENVT921 - School Ground Maintenance. This proposal has been withdrawn and any increase will be at normal inflation levels.

While not transforming the overall impact into a positive, these amendments have at least lessened the negative impact.

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2. Evidence**What evidence was used in assessing the initiative?**

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.

Census 2011 information remains the most comprehensive data for Neath Port Talbot. Please see details attached.

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3. Equalities**a) How does the initiative impact on people who share a protected characteristic?**

Protected Characteristic	Why will it have this impact?
Age Disability Gender reassignment Marriage & civil partnership Pregnancy and maternity Race Religion or belief Sex Sexual orientation	<p>The legal requirement to set a balanced budget has again been greatly tested. Although the provisional settlement for 2019/20 was considerably better than anticipated there remains a gap of £12m between funds available to the Council for 2019/20 and the estimates that the Council need to spend.</p> <p>Although the Council continues to look to protect those most vulnerable within the community it is becoming more challenging. The Council is committed to prioritising investment in schools and educating children by increasing its investment in schools and with additional funding in the form of specific grants and from Council reserves resulting in a 4.5% increase in the Delegated Budgets for Schools.</p> <p>An increase in funding for other Education Leisure and Lifelong Learning Services will help to protect services to vulnerable families and children as well as funding increased capacity following the roll out of the Additional Learning Needs Legislation.</p> <p>Investment in children’s and adult social services, including additional monies from Welsh government specific grants will continue to support people with learning disabilities and general provision towards care package costs.</p>

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However, even with this investment there is an anticipated shortfall which with the proposed budget savings identified for 2019/20 will result in an overall net negative impact on service users particularly those who share protected characteristics. However, within the savings proposals themselves there are mixed impacts with some positive and some neutral.

It is acknowledged that the budget proposals for 2019/20 will continue to have an overall negative impact on services provided across the whole of the county borough. As a result it is likely that people who share these protected characteristics will be affected; particularly older people, children and young people, disabled people, and those who are financially disadvantaged. This is clearly apparent in the proposals identified within social services; specifically in relation to adult services, homecare and the transport policy. However it also recognised that some potential positive impacts could be experienced by those service users who prefer to access services identified by them.

As a result of particular proposals, accessing services will become more difficult for a range of service users not only impacting on them but also their families and friends. The potential closure of libraries will result in many not being able to access facilities in other areas due to a lack of/difficulty in accessing transport as well as the associated additional costs, while the provision of free transport only to those where it is an assessed need could limit service users access to respite/college etc. Costs incurred in this latter instance are likely to inhibit access to service, place additional demand on families which could in turn be detrimental to their own situation.

Positive impacts are likely with timely and effective interventions in relation to social services allowing potential service users to identify and access community provision to meet their

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needs at an earlier stage. This could help prolong an individual's independence and reduce social isolation while delaying access to social services.

The proposed reduction to the Welfare Rights Team would inevitably impact negatively on those who are among the most vulnerable in the county borough, not only financially but also by virtue of their age and disability. With the draft proposed restriction of access to the service impact on potential users would be significant not only financially but also to their wellbeing.

It is likely that the proposal to increase charges and income across a number of services, e.g. car parking, pest control and cemeteries, 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 car parking charges could also 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.

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

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

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A number of proposals have direct or indirect implications for staff across a number of service areas. Staff will be negatively affected by some of the proposals particularly those involving loss of or reductions in employment/hours worked. These are predominantly in services such as catering, libraries and homecare, which are staffed mainly by women and on part time contracts.

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.

While the ER/VR scheme will potentially help reduce negative impacts it will not relieve the ongoing impact on those staff that remain; increased workloads, impact on their wellbeing, etc. Any consequential permanent job losses will also have a negative impact on the local community in terms of future employment opportunities with the Council. felt

The impacts of the proposed council tax increase is likely to be felt by all households across the county borough but particularly by those experiencing cumulative negative impacts as a result of the budget saving proposals. However, the Council Tax support scheme will continue to provide support to over 17,000 of the most financially disadvantaged council tax payers so helping to alleviate any negative impacts.

There are potential negative impacts in relation to some income generation proposals,

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particularly those involving increased fees and charges; primarily indirect and cumulative impacts on people due to age, disability, sex and for those who experience financial hardship.

Following the final financial settlement

With the final financial settlement announced on 19 December 2018, as well as the announcement of additional grants further budget provisions have been identified which will have positive impacts and go some way to offset those negative impacts already identified; an additional £100k for the Third Sector Grant Scheme, £70k to cover increased costs in relation to gypsy services, a 4.5% increase in the delegated budgets for schools, £24.7m invested in other Education Leisure and Lifelong Learning Services inclusive of an additional £752k provided to cover pressures, helping to protect services to vulnerable families and children.

The council tax increase has been amended to 4% (from 5%) which along with the council tax support scheme will lessen the impact, both direct and cumulative, on those households affected.

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What action will be taken to improve positive or mitigate negative impacts?

Officers will continue to monitor the budget savings proposals throughout the consultation process as well as any suggestions received from stakeholders/the public to determine if amendments can be made to improve positive impacts or lessen negative impacts.

b) How will the initiative assist or inhibit the ability to meet the Public Sector Equality Duty?

Public Sector Equality Duty (PSED)	Why will it have this impact?
To eliminate discrimination, harassment and victimisation	<p>The Council continues to be aware 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. However, this is not always possible; the reduction in the Welfare Rights Team and associated restrictions in accessing the service a case in point.</p> <p>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.</p>

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<p>To advance equality of opportunity between different groups</p>	<p>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.</p> <p>The proposed reduction in a range of services would inevitably impact negatively on those who are among the most vulnerable in the county borough, not only financially but also by virtue of their age and disability. Any restriction of access to services the impact on current and potential users would be significant not only financially but also on their wellbeing.</p>
<p>To foster good relations between different groups</p>	<p>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.</p> <p>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 is likely to ensure future service sustainability.</p> <p>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.</p>

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What action will be taken to improve positive or mitigate negative impacts?

Officers will continue to monitor the budget savings proposals throughout the consultation process as well as any suggestions received from stakeholders/the public to determine if amendments can be made to improve positive impacts or lessen negative impacts

4. Community Cohesion/Social Exclusion/Poverty

	Why will it have this impact?
Community Cohesion	Whilst it is unlikely that the 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.
Social Exclusion	Indirect implications as a result of withdrawal of services, increased charges (school meals, car parking, etc.) could see a longer term impact on people's ability to remain socially active. The potential financial implications of these and likely future proposals will inevitably lead to adverse impacts for service users and the wider community over the coming years.
Poverty	Research studies previously conducted by Sheffield Hallam University demonstrate that areas within the county borough are disproportionately and negatively affected by the UK

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	<p>Government's welfare benefits changes and this continues to be the case.</p> <p>The Council's Wellbeing Objectives aim to help 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 and consequently the Council continues to work in partnership to mitigate the impact of the welfare benefit changes and ongoing budgetary uncertainty.</p>
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What action will be taken to improve positive or mitigate negative impacts?

Officers will continue to monitor the budget savings proposals throughout the consultation process as well as any suggestions received from stakeholders/the public.to determine if amendments can be made to improve positive impacts or lessen negative impacts

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5. Welsh

	+	-	+/-	Why will it have this effect?
What effect does the initiative have on: – people’s opportunities to use the Welsh language		✓		The Council currently has relatively small numbers of staff with Welsh language skills. With the potential of reduced staff resources as a result of the various internal vacancy management, restructuring and continuing early retirement/voluntary redundancy proposals there is a strong possibility that the number of staff with Welsh language skills will be impacted upon. Consequently, this will impact on the Welsh language service available to the public. However, opportunities for staff to use their language skills will continue to be promoted and training will continue to be made available.
– treating the Welsh and English languages equally	✓			Even with the various proposals the Council’s commitment to the principles as embodied in the Welsh Language Measure (2015) and the standards in particular will continue so that the Welsh language is treated no less favourably than the English language

What action will be taken to improve positive or mitigate negative impacts?

Officers will continue to monitor the budget savings proposals throughout the consultation process as well as any suggestions received from stakeholders/the public.to determine if amendments can be made to improve positive impacts or lessen negative impacts

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6. Biodiversity

How will the initiative assist or inhibit the ability to meet the **Biodiversity Duty**?

Biodiversity Duty	+	-	+/-	Why will it have this impact?
To maintain and enhance biodiversity				Unknown. There is no clear route to demonstrate either positive or negative impact on biodiversity; however, some savings have the potential to have knock on impacts on the biodiversity resource of the County Borough.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.				Unknown. There is no clear route to demonstrate either positive or negative impact on the resilience of ecosystems; however, some savings have the potential to have knock on impacts on the ecosystem resilience of the County Borough.

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What action will be taken to improve positive or mitigate negative impacts?

Future impacts assessment will benefit from the biodiversity service assessments which are currently being undertaken to help determine what, if any, impacts service areas have on biodiversity. The assessments will help inform where services areas will be required to undertake specific assessments when appropriate to determine the extent and any mitigating actions of future changes to service/policy, etc. as part of delivery of the Biodiversity Duty Plan. The final budget has withdrawn the draft proposal to reduce the biodiversity budget.

7. Wellbeing of Future Generations

How have the five ways of working been applied in the development of the initiative?

Ways of Working	Details
i. Long term – looking at least 10 years (and up to 25 years) ahead	The proposals themselves have been developed to address savings required to set a balanced budget for 2019/20 and to prepare a medium term budget to cover 2020/21 to 2022/23) to show affordability and sustainability in the decision making process. However, it is impossible to predict budgets for the longer term particularly with unknown National and Welsh Government funding arrangements.
ii. Prevention – preventing problems occurring or getting worse	Proposals have been developed to help prevent intensifying current financial issues in the future. By preparing a medium term budget the Council is mindful of the need to deliver statutory functions as well as considering its wider service provision which contribute to the wellbeing of its citizens.

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	Proposals include protection for some services that enable early intervention and prevention activities that reduce demand on public services whilst promoting wellbeing, for example in social services.
iii. Collaboration – working with other services internal or external	The Council has worked hard, with its partners, to strike the right balance in its overall proposals. Integrated services that have been established to deliver more joined up services have been protected. Further collaboration with partners, particularly with the review of welfare service provision will help deliver more effective services for those who are financially disadvantaged in the area.
iv. Involvement – involving people, ensuring they reflect the diversity of the population	There has been limited involvement of people in identifying the budget and savings proposals, although in some service areas staff have had key input into the process (for example planning and public protection). However, there has been greater involvement in subsequent engagement and consultation exercises in which staff, members, public, stakeholders and partners have participated.
v. Integration – making connections to maximise contribution to: Council’s wellbeing objectives	<p>There has been some protection given to a number of areas which are reflected in the Council’s well-being objectives; to improve the well-being of children and young people; to improve the well-being of all adults who live in the county borough and to develop the local economy and environment so that the well-being of people can be improved.</p> <p>The financial settlement and the specific grants that underpin Council services (relating to children and young people, adult learning and sustainable waste) are key to the delivery of the Council’s wellbeing objectives thereby having a positive impact. However, it has not been possible to eliminate all potential negative impacts of the budget and savings proposals on these groups.</p>

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	The proposals will help ensure the business of the Council is managed to maximise the long term benefit for the citizens of Neath Port Talbot (the crosscutting objective relating to governance and resources).
Other public bodies objectives	It is possible to demonstrate the alignment between the Council's Corporate Plan, the Public Services Board Plan and other key planning arrangements which will ensure a more holistic approach to improving outcomes over the lifetime of all plans. However it is acknowledged that there will be instances where budget proposals conflict with objectives but this will be monitored to ensure that appropriate actions to mitigate any negative impacts are considered.

9. Monitoring Arrangements

Provide information on the monitoring arrangements to:

Monitor the impact of the initiative on Equalities, Community Cohesion, the Welsh Measure, Biodiversity Duty and the Wellbeing Objectives.

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

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10. Assessment Conclusions

Please provide details of the conclusions reached in relation to each element of the assessment:

	Conclusion
Equalities	It is acknowledged that there is a significant negative impact on various groups, predominantly children and young people, older and disabled people. The combined impact of a number of proposals will inevitably intensify the impact on these sections of our community. However following consideration of the consultation responses, the final settlement and receipt of additional grants from Welsh Government it has been possible to amend or withdraw some proposals thereby lessening the negative impact.
Welsh	With the reduction in the number of staff across various services there is a strong possibility the number of staff with Welsh language skills will be impacted upon. Consequently, this will impact on the Welsh language service available to the public. However, opportunities for remaining staff to use their language skills will continue to be promoted and training will continue to be made available.
Bio	There is no clear route to demonstrate either positive or negative impact on biodiversity or the resilience of ecosystems, however, some savings have the potential to have knock on impacts on the biodiversity resource of the County Borough.
WBFG	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.

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Overall Conclusion

The Council has ensured that its consultation has been available to 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 and the savings proposals seek to take into account what is proportionate for the population, including the protected characteristics.

The Council will be investing £431m gross and £288m net in services across the County Borough in 2019/20. In order to balance the budget it has had to reduce its Service Budgets by £5.8m and is proposing to use £2.255m from General Reserves.

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11. Actions

What actions are required in relation to obtaining further data/information, to reduce or remove negative impacts or improve positive impacts?

Action	Who will be responsible for seeing it is done?	When will it be done by?	How will we know we have achieved our objective?
Undertake public consultation on draft budget proposals	Director of Finance and Corporate Services	Between 1 November 2018 and 11 January 2019	Consultation responses received
Consider consultation responses and amend proposals where appropriate	Senior Management Teams	During and at the conclusion of the consultation	Revised budget report, including any proposed amendments, for consideration at Cabinet, Cabinet Scrutiny and Council
Monitoring will continue, to ensure any adverse impacts upon the general public, including service users, are acknowledged and acted upon appropriately	Head of Service/Service Managers	During 2019/20	<ul style="list-style-type: none"> • Impacts have been identified and addressed where appropriate. • Monitoring will be reported, when necessary, to the appropriate Cabinet Board/Scrutiny Committee. • The Budget setting process for 2020/21 will be informed by these monitoring activities

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		
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
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9 Dwellings

Total number of dwellings	63,978
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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.

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CONSULTATION SUMMARY

PUBLIC CONSULTATION ON COUNCIL'S BUDGET SETTING PROCESS
2019/20**1.0 Background**

- 1.1 On 31st October 2018, Cabinet authorised officers to consult members of the public and other stakeholders on 74 proposals for budget savings, cuts and generating additional income. The report highlighted the need to make cuts of more than £12.2m for 2019/20 and an estimated £64 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 2019/20 budget setting process, as follows:
- Public consultation
 - Internal consultation with Neath Port Talbot County Borough Council staff
 - Stakeholder consultation
 - Formal written responses

2.2 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

- 2.3 This report summarises the main themes from the responses received during the consultation.

3.0 Public consultation – methodology

- 3.1 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

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Budget setting process and their postcode. The questionnaire was live from Wednesday 31 October 2018 until Friday 11 January 2019.

- **Paper Questionnaires in public buildings** - consultation packs were made available in 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 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 31 October 2018, which outlined the proposals. The questionnaire was a replica of the online version and responses were entered into 'SNAP' survey software for analysis.
- **Email** – Respondents also submitted their views via email to the Leader, to Cabinet Members, to directors and/or to nptbudget@npt.gov.uk.
- **Corporate social media accounts** – during the consultation a number of posts were published on the Council's corporate Twitter (@NPTCouncil and @CyngorCnPT) and Facebook Neath (Port Talbot CBC and Cyngor Castell-nedd Port Talbot) accounts to raise awareness of the consultation and encourage people to respond. These posts were monitored for comments on the draft budget proposals.

3.2 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'
- Press coverage generated by cabinet reports and press releases

4.0 Public Consultation Responses - Questionnaires

A total of 926 completed questionnaires were received during the consultation period. Of these 923 (99.68%) were completed in English and 3 (0.32%) in Welsh. 567 (61.23%) of the responses were submitted online, with 359 (38.77%) paper questionnaires received.

All percentages shown in this section are relative to the total number of completed questionnaires (926).

4.1 About the respondents

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Of the 926 responses:

- 832 (89.85%) stated that they live in Neath Port Talbot
- 387 (41.79%) stated that they use services provided Neath Port Talbot Council
- 122 (13.17%) stated that they work in Neath Port Talbot
- 69 (7.45%) stated that they are a volunteer in Neath Port Talbot
- 65 (7.02%) stated that they work for Neath Port Talbot Council
- 50 (5.40%) stated that they are a carer
- 47 (5.08%) stated other reasons for being interested in the Council's budget setting process
- 42 (4.54%) stated that they run a business in Neath Port Talbot
- 13 (1.40%) stated that they work for a third sector or voluntary organisation in Neath Port Talbot

(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%).

809 respondents (87.37%) gave their postcode, indicating that they lived in:

- Afan Valley (Abergwynfi, Blaengwynfi, Cwmavon, Cymmer Glyncorrgw, Pontrhydyfen) – 93 respondents (10.04%)
- Amman Valley (Ammanford, GCG, Glanamman, Lower Brynamman, Tairgwaith) – 10 respondents (1.08%)
- Dulais Valley (Crynant, Dyffryn Cellwen, Seven Sisters) – 9 respondents (0.97%)
- Neath (Briton Ferry, Bryncoch, Cadoxton, Cimla, Llandarcy, Neath, Neath Abbey, Skewen) – 209 respondents (22.57%)
- Neath Valley (Aberdulais, Cwmgwrach, Glynneath, Melincourt, Pontneddfechan, Resolven, Tonmawr, Tonna) – 192 respondents (20.73%)
- Port Talbot (Aberavon, Baglan, Margam, Port Talbot) – 250 respondents (26.98%)
- Swansea Valley (Alltwen, Pontardawe, Rhos, Trebanos) – 29 respondents (3.13%)
- Outside of the County Borough – 17 respondents (0.76%)

The highest number of respondents 225 (24.30%) were in the 60-74 years age group, 150 (16.20%) were aged 30-39 years, 133 (14.36%) were aged 50-59 years, 130 (14.04%) were aged 40-49 years, 95 (10.26%) were aged 75-85 years, 62 (6.70%) were aged 25-29 years, 38 (4.10%) were aged 16-24 years, 15 (1.62%) were aged 86+ and 10 (1.08%) were under 16. In addition, 22 (2.38%) indicated that they would prefer not to say their age and 50 (5.40%) did not answer this question.

4.2 Proposals respondents agree with

When asked 'do you agree with any of our proposals,' 89 (9.61%) said yes, 566 (61.12%) said no, 227 (24.51%) said they don't know. 44 (4.75%) chose not to respond.

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The most common theme for proposals that respondents said they agreed with were:

- Proposals linked to generating additional income
- Proposals linked to vacancy management or reducing staff costs
- Proposals linked to reducing subsidies, including those to the music service, Celtic Leisure, theatres and Arts Centre
- Libraries proposals
- Proposals linked to digital strategy
- Savings from the cessation of the Print Commissioning function
- Increased income from parking charges - to staff, councillors, general increase and to selling spaces to other organisations

4.3 Proposals respondents disagree with

When asked 'do you disagree with any of our proposals', 788 (85.10%) said yes, 36 (3.89%) said no and 76 (8.21%) said that they don't know.

The most common reason for respondents disagreeing with the proposals was in relation to ELLL912: Library service reduction – 648 respondents (69.98%) said they disagreed with this proposal. This included comments about closing or transferring libraries to be run by volunteers/the community or reducing the number of libraries

Other recurring themes for proposals that respondents disagreed with were:

- ELLL902: Music Service (increasing the charge to schools to generate additional income)
- Any proposals for Council staff reductions. This included people objecting to deletion of posts in Welfare Rights Service
- All of the proposals
- ELLL810: Cefn Coed Museum reduce subsidy
- ELLL715: School Catering savings from implementing new pay scales
- Council tax increases
- ENVT901: Parking tariff increase
- ELLL913: Youth service reduction
- ENVT920 Bowling Greens/sports fields: Cease to provide maintenance, cost recovery of charges, increase charges, stop work

4.5 The respondents were asked to indicate why they disagreed and what the impact would be on them if the proposals went ahead. The main themes were:

- Libraries – a negative impact on individuals (young and old) and the community, people would become more isolated as the libraries are a place to meet and socialise. Some stated that they would not be able to afford to read as many books without the libraries. The libraries offer more than just books; if they closed people would miss out on other

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activities. Respondents also stated that losing access to computers, printers and the internet would impact negatively, especially for people who can't afford their own equipment, do not have internet access or need help to go online and for people who are searching for jobs. Respondents were also worried about having to travel long distances to alternative libraries. Concerns were also raised that literacy standards and education would fall if the proposals went ahead. Some stated that the libraries are important to their health and wellbeing and that they need to be preserved for future generations.

- Music Service – concerns that this would impact on the most disadvantaged whose only opportunity to learn music is via the service. Concerns that removing the service would impact on children's confidence and welfare.
- Welfare Rights – concerns that this would affect the most vulnerable people in our communities, a feeling that the demand for this service is set to grow
- School Catering savings – concerns that this proposal would affect some of the lowest paid workers
- Bowling greens – concerns that players won't be able to afford to take on the maintenance themselves, negative impact on the wellbeing of players

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

- **Protect:** 709 (76.57%) respondents suggested areas that the Council should protect. The most common themes were:
 - Libraries – 514 respondents (55.51%)
 - Social Services, Health and Care (incl. Adults/Older People Services and Children and Young people Services) – 103 respondents (11.12%)
 - Schools/education – 97 respondents (10.48%)
 - Bin collections / waste – 41 respondents (4.43%)
 - Music Service – 25 respondents (2.70%)
 - Streetcare services – 23 respondents (2.48%)
 - Leisure Centres/sports facilities – 22 respondents (2.38%)
 - Parks and Green spaces – 21 respondents (2.38%)
 - The arts (including Pontardawe Arts Centre and Museums) – 21 respondents (2.38%)
 - All – 17 respondents (1.84%)
 - Youth Services – 14 respondents (1.51%)
 - Community Centres – 12 respondents (1.30%)
 - Bus services/transport – 12 respondents (1.30%)
 - Welfare Rights – 11 respondents (1.19%)
- **Reduce:** 273 (29.486%) respondents suggested services that the Council should reduce. The most common themes were:
 - Costs associated with Council Staff – 74 respondents (7.99%)
 - Councillors / Councillors expenses – 57 respondents (6.16%)

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- Refuse collections/changes to rubbish collections – 19 respondents (2.05%)
- Nothing – 10 respondents (1.08%)
- Costs associated with council premises – 9 respondents (0.97%)
- Libraries – 7 respondents (0.76%)
- Mayor/Deputy – 6 respondents (0.65%)
- **Stop altogether:** 233 (25.16%) respondents suggested services that the Council should stop altogether. The most common themes were:
 - Mayor & associated costs – 44 respondents (4.75%)
 - Costs associated with staff: pay/number etc. – 29 respondents (3.13%)
 - Costs associated with Councillors: number/pay expenses/benefits – 23 respondents (2.48%)
 - Arts/theatre/leisure – 13 respondents (1.40%)
 - None/nothing – 13 respondents (1.40%)
 - Waste/wasting money – 12 respondents (1.30%)
 - Expenses in general – 5 respondents (0.54%)
 - Pay increases/bonuses – 4 respondents (0.43%)

5.0 Suggestions for saving money

5.1 491 (53.02%) respondents suggested how the Council could save money. Some of the most common themes included:

- Savings associated with council staff costs (pay – especially higher paid staff, grades, number of etc.)
- Reduce costs associated with councillors (expenses, pay, number of etc.)
- Cut expenses associated with mayor/deputy
- Bureaucracy/administration/cut down on waste
- Ideas for generating income/sponsorship
- Get the community more involved/volunteers
- Stop wasting money on refuse and recycling (changing kit, number of collections etc.)
- Increased enforcement/fines
- Close some of the civic buildings

5.2 298 (32.18%) respondents suggested ways in which the Council could generate income. Recurring themes included:

- Invest in/encourage more tourism
- Put on paid events and activities
- Make savings associated with council staff costs
- Rent/hire out council building that are empty or when not in use
- Enforcement/fines
- Reduce costs associated with councillors
- Fundraising activities
- Sell off assets

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- Cut expenses associated with mayor/civic functions
- Introduce a lottery
- Reduce business rates/rent
- Increase rates/council tax
- Introduce a small charge for library services and activities

6.0 Public Consultation Responses – Letters and Emails

In addition to the above questionnaires 80 letters (77 of these from school children in Glynneath) and 11 email responses were received.

The majority (87) raised concerns about any possible closure or transfer of Glynneath Library. One letter each related to concerns about the possible closure or transfer of Baglan or Skewen Libraries and one disagreed with the proposals around libraries in general.

The main themes as to why respondents were concerned and the likely impact on them if the libraries were to close or be transferred reflected those outlined in para 4.5. In addition, these responses stated that the proposals around libraries are inconsistent with the Local Development Plan, are “simplistic and misleading” and do not comply with the NPTCBC Well-being objectives.

The remaining email respondent gave feedback on a number of the proposals including:

- concerns about using reserves and suggesting that any future use of reserves should, be focused on increasing potential for generating income.
- Suggestion that income generating facilities develop "Zero Subsidy Plans" and similar reviews to take place in the library service to increase income.
- Suggested inclusive discussions with all stakeholders and the public about how the viability of places like town centres can be improved upon, including increasing footfall rather than parking charges
- Agreed that more services should be delivered online
- Suggested that the Council trial a Street Champion scheme to encourage individual, street based volunteering. I would be happy to discuss this idea further with anyone if there is interest.
- Suggested an "audit" of communities, identifying community and voluntary groups that contribute to wellbeing and work with them to strengthen their good work

7.0 Public Consultation – Social Media Comments

7.1 Of the comments made on posts about the budget consultation, the following issues were raised via Facebook:

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- Suggestions to save money by not cleaning Aberavon Beach every day of the year
- Comments and suggestions that savings associated with staff costs could be made (pay, grades, number of etc.)
- Disagree with closing libraries
- Stop outsourcing/sub-contracting
- Suggestion that the Council could save money by not advertising road safety on the radio
- Comment against increases in parking fees for towns because of the effect on traders
- A feeling that the Council won't listen to responses
- Negative comments about the amount of Council Tax people pay

7.2 In addition, a number of negative comments relating to the amount of Council Tax people pay or the potential for Council Tax increases were made on non-budget consultation posts.

8.0 Internal Consultation

8.1 In addition to feedback boxes at Council buildings, the Chief Executive held four staff engagement sessions to discuss the budget planning process. These were held in the three main civic buildings on 16, 17 and 18 October 2018. Almost 200 staff attended (Quays 80, Port Talbot 58, Neath 55)

8.2 The key themes from the staff engagement sessions included:

- The increased pressure on staff due to cuts and the number of staff that the authority has lost
- Concerns about cut in funding/removal of grant for Minority Ethnic Achievement Support (M.E.A.S.) service
- Concerns about losing non-British citizen colleagues after Brexit (especially the care sector)
- Concerns about delay in pilot scheme/funding from Welsh Government for the schools' music service
- ER/VR scheme formally re-opened on 16 October
- Discussed the need to generate more income. Been working with APSE on income generation. Also discussions took place regarding progress on plans to generate more income for Margam Park and Theatres
- Potential proposal to increase NPTCBC employees' parking fees
- Need to act more commercially to generate income – Council tax makes up only 25% of costs of running the Council.
- It is going to be a very difficult budget next year and gets more difficult each year, but the political Leadership will leave no stone unturned to protect services. Elected members, unions and staff are joined together in lobbying for fair funding.

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- Feeling that the Council needs to stop delivering services we aren't required to do, so that residents realise the consequences of Welsh Government's actions
- Feeling that we should stop outsourcing services that we can deliver more efficiently in-house
- Feel that the Council should get more money from health (in particular CHC) to pay for certain care services

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:

- Cabinet scrutiny committee (special), 27 November 2018
- Education, Skills and Culture scrutiny committee (special), 30 November 2018
- Voluntary Sector Liaison Committee (Special), 11 December 2018
- Regeneration and Sustainable Development scrutiny committee (special), 3 December 2018
- Streetscene and Engineering scrutiny committee (special), 10 December 2018
- Social Care, Health & Wellbeing scrutiny committee (special), 12 December 2018

10.0 **Formal Responses**

10.1 Six formal response were received from groups and organisations. A full copy of each formal response can be found in Annex 1. A summary of the main points from each follows:

- **NAASH** (Neath Afan Association of Secondary Heads)
 - expressed that it has concerns in relation to:
 - the inability to sustain MEAS;
 - the treatment of pay grading of school cooks;
 - further cuts to the music service (though these may be mitigated via a WG grant).

These reductions will affect vulnerable pupils, staff morale and curtail accessibility.

- The biggest concern for NAASH members is the continued whole-scale reduction of funding. Head Teachers are increasingly worried about how they will be able to run their schools as we go forward. Reductions in school budgets will further increase the already significant pressures on school operations and will have the greatest impact on the most vulnerable learners.
- Whilst it is clear that NPTCBC is subject to reductions in its funding streams, NAASH members are perturbed by the fact that the average per-pupil funding for schools in NPT is significantly less than that for most local authorities in Wales.

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- NAASH is also concerned that the draft budget offers no clarity on the funding for ALN reform or on the future of the PDG.
- **Neath Port Talbot CVS - A Response from the Third Sector in Neath Port Talbot.** In summary the Third Sector:-
 - raised concerns about the cuts in terms of their range; scale; impact on the community and third sector; and on future generations. They felt there is a lack of planning to deal with the cuts and that they undermine the Wellbeing Plans of both the Public Services Board (PSB) and the Council – contradicting and undermining the focus on developing safe and resilient communities.
 - commented on an expectation that the Sector will ‘pick up the slack’, but pointed out that it is becoming more challenging for organisations to apply for funding, with competition increasing. Longevity of funding is also an issue.
 - felt that there should be greater emphasis on Early Intervention
 - asked that there be more effective links to private sector to draw in expertise, support, money.
 - questioned why some Council spend is not apparently needed (e.g. to re-pave a pathway that does not require repairs) when the money could be more effectively spent elsewhere
 - felt that engagement is tokenistic.
 - stated the need to ensure legislation is addressed and the needs and rights of the population are met.
 - felt that there is a need to look at different models of service delivery, one suggestion being to reduce core staff hours from 37.5 hours to 36 hours per week to produce a significant saving.
 - stated that grants need to be protected and used for their specific purpose (not diluted).
 - felt the process for accessing Local Elected Member grant schemes funding is not easy.

Education, Learning and Lifelong Leisure:

- recognised that funding for education is much pressured, but felt strongly that the cuts are aimed at the easier targets.
- felt there is a need to be realistic about cuts to community arts and sports and look at all options, not simply close services.
- expressed concerns regarding the proposed transfer of Croeserw Community Centre and questioned whether there is capacity in the community to run another service, when they already run a number of services previously funded and run by the Local Authority, but acknowledged the Centre needs to be cost effective and run as a business.
- stated that the further proposed transfer and closure of libraries will remove learning opportunities for families, children and young people and questioned whether it will reach the point where the Council is no longer fulfilling its service requirements.
- felt the proposal for the Youth Service will result in it supporting even more of a niche group. Stated that The Sector already finds

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it difficult to refer to existing Youth Service groups and a reduction will exacerbate this.

- expressed significant concern regarding SEN post-16 transport savings, but recognised that this is a huge cost to the Council and requires a more realistic approach.

Social Care, Health and Housing:-

- recognised the importance of supporting people to remain in their homes, but stated the need to consider what support services are in place to enable this to happen, as well as the impact on carers. Questioned if it will result in people feeling lonely and isolated
- raised concerns about the impact on carers of any cuts to transport for daily respite or college e.g. will people be able to afford it?
- noted the importance of ICF funding in supporting third sector delivery in social care, but felt that ICF funding is used for services which should become business as usual which prevents it being used to develop new services. The difficulty in demonstrating outcomes for early intervention and prevention projects funded through ICF was also noted.
- raised the additional costs of using agency staff compared to in-house staff.
- noted the role of Western Bay and the need for health and social services to work together.

Welfare Rights:-

- felt the proposed cuts will affect the most vulnerable and the amount of funding that is levered into the Borough
- felt it is a false economy to cut this service.
- raised concerns that the team will be unsustainable as soon as the legacy funding ends and what will happen following this. There was also concern that the current funding restricts the posts to working in specific geographic areas only and questioned if there a service that covers all areas of Neath Port Talbot.
- stated that the Sector has already experienced an increased demand for welfare rights and that it will not be able to meet the demand that this cut will produce. The Welfare Rights Team are currently relied upon manage appeals and representation around PIP, as it has a level of expertise that the Sector does not have.
- pointed out that the Sector's funding is short-term and organisations often can't reapply. There needs to be a core service available in communities.
- felt strongly that Welfare Rights should not be cut.

Environment:-

- expressed concerns that parks/playing/football fields will become no-go areas if not maintained and this will stop communities accessing green spaces
- raised concerns about the impact of price increased for Pest Control, suggested that it is means tested and that a location

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assessment is undertaken into the source of the problem as it may not be the fault of the resident.

- stated that the proposed increase Cemeteries affects all and there is a need to have realistic conversations around death and funerals.
- pointed out that in terms of the Digital strategy, the need for some face-to-face services for certain groups of people.

- **Stephen Kinnock AM**

- Had been contacted by constituents who are concerned about the proposals in relation to the Welfare Rights Unit
- Acknowledged the budgetary pressures on the Council, but outlined the case for retaining the Welfare Rights Unit including:
 - helping the most vulnerable members in our community
 - providing an invaluable service in offering advice and assistance in claiming benefits, supporting individuals through the appeals process and specialising in representing people at appeals tribunal (with an 80% success rate of overturning decisions at appeal and raised £8.2m in 2017/18)
 - Universal Credit roll out and problems with Employment Support Allowance and Personal Independence Payments will see demand for Welfare Rights Increase
 - Loss of the service will lead to increased demand and pressures on other Council Services

- **Third Sector Anchor Organisations in NPT**

This response was compiled by Neath Port Talbot CVS on behalf of Canolfan Maerdy, NPT Shopmobility, DOVE, Glynneath Training Centre, DANSA, Citizens Advice Swansea, Neath Port Talbot CVS, Ystalyfera Development Trust and Melyncryddan Community Conference. In summary the response:-

- raised concerns about the proposal to delete 5 posts in the Welfare Rights Team including if particularly vulnerable people are likely to be at risk if the service does not continue.
- stated that Welfare Rights Team has heard that the Welfare Rights Team funding is going to them, but that their funding from the Council is nowhere near the levels required to deliver a 'like for like' Welfare Rights service.
- acknowledged that there is some duplication across organisations
- outlined the support they currently provide in terms of benefits and debt advice, PIP and training – (welfare benefits updates, Universal Credit and welfare reform)
- felt that the loss of 5 FTE posts is likely to have a significant impact on Tribunal Representation, albeit that there are housing associations and some other services who attend Tribunal services with individual clients.
- felt that the longer term use of legacy income from Communities First is likely to lead to longer term sustainability problems with the team also, as this funding is short term.

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- highlighted historic evidence of the impact of raising money through welfare rights and the link to income generated going into the local economy.
 - outlined their experience of individuals wanting to get their benefit restored and their money sorted before addressing other issues such as debt, housing etc. and even employment.
 - outlined Citizens Advice bid for Third Sector Funding in the round for 2019/2020 onwards. An element of the proposal is based on supporting other organisations to increase their capacity to deliver advice locally - not just welfare benefits. There is a role for Citizens Advice in taking referrals from the organisations for complex issues and supporting a worker in another organisation to support individual(s) themselves.
 - stated that there is too much Welfare Benefits demand for there to be no direct replacement of any loss to the Welfare Rights Team. Early Retirement/Voluntary Redundancy has made an impact in recent years on the demand for other services.
 - stated that all third sector anchors listed agree the loss of Welfare Rights Team would be disastrous.
 - suggested a delivery model based on supporting others to deliver more welfare benefits advice in the community, training individuals and community workers to spread some of the expertise more widely, backed up by some available expertise either from Welfare Rights Team or Citizens Advice (sited the model of in-house Welfare Rights Team in Swansea as an example).
 - asked if the Council has considered Welfare Rights Team delivery being 'transferred' to the third sector as they believe it has the infrastructure to support the delivery of more advice in the community.
- **UNISON – response to consultation**
In summary, Unison:-
 - ELLL704 - suggests that when a child is recognised as needing to be placed out of county, then county provisions must adapt to meet these needs, e.g. Hillside
 - ELLL707 – is against any reduction in funding for Pontardawe Arts Centre and feels that income generation and grant funding must be explored further
 - ELLL715 - School Catering - asked that this proposal is withdrawn as its Fair Funding campaign has ensured extra funding is available to the Council via the funding formula
 - ELLL801 - expressed concerns that if there are any price increases due to re-negotiating the current contract to deliver outdoor education at the Margam Park Discovery Centre this will disadvantage young people who will be unable to afford to participate.
 - ELLL802 - Reduction in subsidy of Celtic Leisure Contract - believes that this service provision is income generating and should be returned in-house with the council

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- ELLL810 - asks that subsidy to Cefn Coed Museum is protected and external funding sources are explored. To reduce the subsidy would potentially mean future closure with a negative impact on tourism, visitor numbers and income generation, also on children learning the importance of mining history.
- ELLL903 Cleaning service - proposes that this should be run by one management team leading to a reduction in costs.
- ELLL904 - believes that the council should run Croeserw Community Centre in-house due to the Valleys Task Force Initiative and asks that no expenditure is withdrawn. Outlines the cumulative impact of the closure of other facilities in the area. Asks the Council to look at external funding sources and develop a business case to explore business and community opportunities within the venue.
- ELLL907 - Special Education Service – Out of County placement savings. Suggests that when a child is recognised as needing to be placed out of county, then county provisions must adapt to meet these needs, e.g. Hillside
- ELLL911 - Vacancy management – feels that if not managed appropriately attendance will be affected negatively due to the capacity of remaining staff. Is opposed to staff reduction and deletion of posts and believes the council is at risk of not being able to carry out its function as a public body if staff reduction continues. States that all services are at breaking point and staff that remain are now under pressure. Staff expertise is being lost through ER/VR and UNISON believes that this cannot be sustained.
- ELLL912 – states that a public service library is a statutory duty under the Public Libraries and Museums Act (1964). Is concerned about the negative impact on communities if libraries close as they alleviate social isolation and loneliness, encourage people to retrain and upskill, returning them to employment and to contribute to their local communities.

States that libraries are central to the delivery of services (not just book lending) which are rapidly diminishing across Wales. Feels that the closure of libraries does not fit in with the Wellbeing of Future Generations Act Asks the Council to use the additional money from the Welsh Government settlement to protect libraries and Cefn Coed Museum.

Notes that neighbouring Authorities have not closed any libraries or Museums or made the range of cuts to services that NPT has experienced. States that staff are concerned that by the time of local government reorganisation, there will very few services or facilities left within the existing Authority and that NPT would be seen as a poor relation in any new Authority – it is highly unlikely that once a service is closed or transferred that it will ever be restored.

- ELLL913 – raises concerns that by reducing the Youth Service provision there will be less capacity to support young people

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which will have a detrimental effect on the staff that remain and may also put pressure on other council services. Does not agree with this saving. Youth provision is imperative in order to tackle anti-social behaviour within our communities.

- ELLL915 - Asks that the council increases the Schools delegated budget from the extra Welsh Government funding received as any cut will impact on staffing and affect the wellbeing of the pupils, the School curriculum and school qualifications.
- SSHH901 Children services - concerns about potential safeguarding problems and that this proposal will lead to further pressures on the service
- SSHH902 – states that Hillside has previously generated income, but is now top heavy with middle management. Encourages the council to retain the service but to future proof for income generation, and to ensure that it is fit for purpose to meet current CIW standards.
- SSHH904 - Maximise value for money across respite care services - states that the impact of chronic underfunding for Social Care has been exacerbated by increasing demand. Believes that many of the needs of society's most vulnerable are not being met, and private care companies are exploiting care workers. Encourages the council to sign up to UNISON's Ethical Care Charter.
- SSHH906 - encourages the council to reorganise Homecare, Rapid Response and Reablement Teams into one and to keep them in-house to ensure appropriate scrutiny.
- SSHH907 Homecare As above.
- SSHH909 - believes Welfare Rights is an essential service in communities and in times of austerity there is a greater reliance on the Welfare State. The Welfare Rights Service creates much needed wealth for service users. Citizens Advice does not have any capacity to pick up the lack of provision within NPTCBC. This service brings income to residents of NPT, which in turn brings monies into our economy. Without it finding the extra monies for these vulnerable clients, they will end up calling on social services which is already under pressure. Urges the Council to use the additional money from the Welsh Government settlement to keep this service for the most vulnerable people in our communities
- SSHH910 - Building Safe & Resilient Communities - believes that without the appropriate staffing levels, service delivery will be impacted, which will result in the inability to meet community provision
- SSHH911 - Staffing across the Directorate - believes this would lead to a loss of expertise and skills.
- SSHH912 - Community Resource Team and SSHH913 Supporting People - as per previous community statements and concerns.
- ENVT903 - E&T cost saving - believes this would lead to a loss of expertise and skills

CONSULTATION SUMMARY – ANNEX 1

- ENVT906 - Staff and Member Parking charges – states that staff have technically had a pay freeze for ten years and questions why staff in civic buildings are disadvantaged by their workplace. This also raises concerns for parking around surrounding areas
- ENVT910 - Port Talbot Civic Centre – agrees with utilising CCTV as with other premises. Also believes that concierge should cover all main buildings and no external contracts be awarded – ethical procurement
- ENVT917 - Planning services – concerned about lack of staff to undertake planning and biodiversity consultancy work. Believes this would lead to a loss of expertise and skills
- ENVT918 - Pest control - believes this would need to be means tested
- ENVT919 - Cemeteries - agree with full cost recovery
- ENVT920 - Bowling Greens/sports fields – questions if there are community groups with the relevant experience and knowledge to undertake the management of Community Asset Transfers. Suggests this has the potential to generate income via a maintenance service level agreement with community groups, ensuring value for money and a safe service provision
- ENVT921 - School ground maintenance – is opposed to any external provision. Sites evidence that private companies are exceptionally unreliable and do not give “value for money”. As a consequence, NPTCBC could lose their capacity
- CORP577 - CCTV cost savings – feels that the decline in demand has been well managed in recent years, but the ability to properly resource 3 sites during normal working hours and out of hours has been very difficult at times. Reducing the OSS service to one site would greatly assist business continuity needs. The CCTV service has been continually reviewed for 5+ years culminating in the current proposals to help fund the service with a consultant working with the service to help identify that potential going forward
- CORP801 - Finance Division – Reduce number of staff – feels that with a “Full Cost Recovery” model being suggested it would not be prudent to lose staff when capacity requirements will increase

UNISON also submitted comments from members of its Neath Port Talbot Branch. In summary these were:-

- LAC Team raised concerns about a number of proposals such as the cuts to adult education; homeless provision especial when the problem is widening; cuts to free school meals etc. Also there seems to be a major issue in regards to staff pensions and the amount NPT contributes in the new budgets
- Benefits – felt that management are suggesting cutting the earnings of the lowest paid employees, that senior officers should cut their own salaries and that Councillors should take a cut in allowances. Suggested that the roles of Chief Executive and Electoral Returning Officer should be combined into one.

CONSULTATION SUMMARY – ANNEX 1

2) Acknowledged that it isn't easy to predict how things will go with the roll out of Universal Credit, but asked what plans management have in the next few years for various scenarios to help some older members of staff to plan for the future, if possible.

3) Questioned why there are plans to have no 'One Stop shop' at Port Talbot but retain the one in Neath and on what basis has this been decided. Stated that the staffed Council Tax Office in Port Talbot has closed and questioned if the Civic Centre at Port Talbot will close completely in the future. Stated that this could have a big impact on the town centre and suggested that if a Civic Centre has to close it should be the Quays due to its location.

- **Unison – 'Save NPT Libraries Campaign 2019'**

- Unison Neath Port Talbot also submitted a 'Save NPT Libraries Campaign 2019' consultation response.

This was in relation to ELLL912, particularly Cwmafan, Glynneath, Skewen and Baglan Libraries.

The response contained statements in support of protecting these libraries from Jane Gebbie (Unison Neath Port Talbot Branch Secretary), Stephen Kinnock MP, Bethan Sayed AM, Cllr. Angharad Aubrey (Coedffranc Central), Mark Fisher (Branch Chair NPT Unison), Dr. Dai Lloyd AM, David Rees AM, Jeremy Miles AM and Cllr. Rhidian Mizen (Bryn, Cwmafan and Oakwood).

The response also included a collection of social stories capturing the opinions of people who use the Libraries and how / why the libraries are important to them.

11.0 Petitions

- 11.1 The Council received no petitions relating to the 2019/20 budget proposals.