

# **CABINET**

## **REPORT OF THE CORPORATE DIRECTORS' GROUP**

**12<sup>TH</sup> NOVEMBER 2014**

### **SECTION A – MATTERS FOR DECISION**

**WARDS AFFECTED: ALL**

#### **ITEM 1**

#### **BUDGET MONITORING REPORT 2014/15**

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

- 1.1 This is a monitoring report which provides details for Cabinet to scrutinise and review the overall Authority budget position.
- 1.2 The report provides details of significant variances from the current budget position, together with an explanation of the action being taken to manage these variances.
- 1.3 It provides details of any additional grants awarded since the budget was set.
- 1.4 It provides details of proposed budget virements, and details of any change in the planned utilization of reserves.
- 1.5 Finally it provides an update on the implementation of the Forward Financial Plan.
- 1.6 Members are invited to request further detailed reports relating to the issues raised for consideration by the relevant scrutiny board.

##### **2 Current Financial Year**

- 2.1 The Council's resources are limited and it is essential that each Service is delivered within the allocated cash limit; otherwise undue pressure is transferred to other areas of the Authority's finances.
- 2.2 The Council is reliant upon service delivery being maintained within the current budget and the existing Forward Financial Plan savings being

achieved. It is essential that these savings are made as further reductions in funding are anticipated in the future.

- 2.3 At this stage in the budget monitoring process, it is anticipated that expenditure can be contained within the cash limit but there are significant pieces of work being carried out to identify alternative savings especially in Education, Leisure and Lifelong Learning.
- 2.4 The following paragraphs provide details of variances from the agreed budget for 2014/15, together with an explanation of the ways in which these variances will be managed.

### **Policy and Resources Board**

There is an additional pressure arising within the Coroners Service due to a backlog of work, and the estimated cost of this is £12,000 for Neath Port Talbot, from within the joint service with the City and County of Swansea.

There are also additional estimated costs of £23,000 to be incurred in Council Tax due to the Single Person Discount Review and the pursuit of historical Council Tax arrears.

These pressures will be absorbed within the overall Corporate Services cash limit.

The following areas are currently underspending and an equivalent contribution to Reserves is proposed.

There is an anticipated underspend of £50,000 in the Change Management and Innovation Unit budget due to additional income, staff and other cost savings.

There is an anticipated underspend of £30,000 in the HR Corporate Training Management Development programme.

A one-off refund of £58,800 has been received from Wales Audit Office which will be transferred to reserves.

Members should note that savings of £112,000 from across the Council (excluding schools and grant funded services) have been generated as a result of the strike on 10<sup>th</sup> July. It is proposed that this saving will be transferred into the General Reserve.

It is currently predicted that the Council Tax Support Scheme Budget will be underspent by £300,000 and this will be used to balance the overall budget.

### **Children, Young People and Education Board**

#### Home to School Transport £502,000

The pressure in this service has previously been reported and has arisen as a result of an increasing demand for the service. This is a volatile area especially within the special education needs budget where more specialised and individual transport is required. Impacts from changing the Home to School Transport Policy in April 2013 came into effect from September 2014 (as included as savings under ELLL502). Work is ongoing to try and fund this pressure within the existing budget guideline.

#### Out of County Placements £370,000

As previously reported, this is a volatile budget which attracts high costs. Within this financial year to date there has been one additional place at an independent school at the cost of £41,000 per annum and various movements within out of county schools resulting in increased costs. Work is ongoing to try and fund this pressure within the existing budget guideline. (see virements under section 3.3).

#### ENGAGE £112,000

This project was previously funded through Convergence ESF and provides alternative education to some of the most challenging pupils within the County Borough. On cessation of ESF funding a scaled down model was continued, subsidised by the Directorate. The gross cost of the service is currently projected to be £300,000, with income due from schools of £97,000, providing a net cost of £203,000, while the budget is only £91,000. Discussions are ongoing with schools to identify how the model can be delivered at no cost to the local authority. A management of change process has been instigated to reduce delivery costs.

#### Afan Nedd Franchise £138,000

This pressure has arisen due to a reduction in grant funding received by Neath Port Talbot College and made available to the Council. The ELLL Directorate are currently looking at alternative methods of delivery for Adult Education. Work is ongoing to try and fund this pressure from within the existing budget guideline.

#### Maes Y Coed Special School £52,000

This pressure has been reported previously due to unplanned places at the school. This pressure will be funded within the existing ELLL budget.

#### Education outside of school settings £160,000

There has been an increase in the number of children for the 2014/15 academic year. The service is currently looking at a mechanism to maintain the quality of service delivered whilst also achieving budget savings, this will form part of the Inclusion Review.

Various savings are included in the virement section of the report (par 3.3) which partly offset the pressures/overspends identified above.

Further work is being undertaken within the Directorate to identify additional savings to offset the remaining pressures.

#### Childcare Legal Fees

The current budget of £556,970 is not sufficient to meet the demands on the service. Based on costs incurred to date the budget is projected to overspend by £150,000. This will be offset by savings made in other areas of Children's Services, and divisional expenditure will be contained within the cash limit.

### **Economic & Community Regeneration Board**

#### Community Centres £50,000

ESF funding was available for the setup of Croeserw community centre. That funding will cease part way through this financial year leaving the ELLL directorate with associated costs to absorb. It is critical that services within the communities of Croeserw and Cymmer, together with the wider Afan Valley, make use of the new Community Centre. Funding to offset this pressure is included in the virement section of the report (par 3.3).

#### NPT Works £127,000

As part of the budget setting process this service was set an extremely challenging income target. It is currently under achieving in terms of the income target however work is being carried out to address this. Every effort will be made to absorb this pressure within the existing budget guideline.

#### Print and Graphics Unit £80,000

As previously reported, following the loss of a contract with NPT Homes, the Unit is forecast to make a significant deficit during 2014/15.

This deficit can be partially, but not entirely offset by savings elsewhere within the Environment Directorate.

### **Environment and Highways Board**

#### Food Waste Disposal Costs £60,000

As previously reported, the food waste disposal costs will be approximately £60,000 over budget due to the withdrawal of the contractor from the Food Waste Hub.

#### Trade Waste Income Reduction £107,000

The service has been reviewed in line with changes made to the domestic collection service i.e. fortnightly collections. As a consequence, there has been a significant decrease in income.

#### Briton Ferry Civic Amenity Site £67,000

During the summer months there has been an 11% increase in waste taken to the site. If this trend continues for the remainder of the year, there will be a significant budget overspend.

The three pressures above can all be partially, but not entirely offset by savings elsewhere within the Environment Directorate.

#### Waste Collection Budget £150,000

The service is currently experiencing significant changes due to the drive to improve recycling performance. This has resulted in increased costs, which have been partially funded out of savings elsewhere in the trading accounts. The balance of £150,000 will be funded via a budget virement from the budget available to fund the lighting renewals programme.

### **Social Care, Health and Housing Board**

#### Introduction of payment for day services (SSHH533)

Following the approval to introduce charges for day services earlier in this financial year, assessments in relation to service user contributions are ongoing. It is anticipated that the Council will be £144,000 short of the £200,000 income target from this policy.

#### Deprivation of Liberty Safeguards (DOLS)

The safeguards focus on some of the most vulnerable people in society; those who for their own safety and in their best interests need to be accommodated under care and/or treatment regimes that may have the effect of depriving them of their liberty, but who lack the capacity to consent. The DOLS were created to ensure that any decision to deprive

someone of their liberty is made following defined processes and in consultation with specified authorities.

Based on statistical forecast and current rate of referrals since 'Cheshire West' judgment it is likely that 400 DOLS applications for standard Authorisations per year would be made to NPT CBC Supervisory Body in respect of NPT commissioned Care Home placements (more than 100% increase).

Current resources are insufficient to meet the number of assessments required. £124,000 has been transferred from savings made elsewhere in community services.

#### External domiciliary care

Since the budget was set there has been a considerable rise in the demand for the service. Both the number of service users and average hours per user has risen resulting in a 17.4% increase in the number of hours provided each week. The estimated overspend of £632,000 is partially offset by savings made in internal Homecare.

It is anticipated that the total pressures identified above can be offset by savings elsewhere within the community Services division – from vacancy management, savings from the learning disability placements, and other care arrangements. It is projected that these savings will exceed the above pressures by at least £350,000.

- 2.5 The following paragraphs provide details of any additional grants that have been awarded since the Quarter 1 report:

#### **Policy and Resources Board**

##### ICT

£321,555 has been awarded by Welsh Government for the second and final year instalment of the Learning in Digital Wales grant to help deliver equal access to broadband connectivity for all schools in Wales.

#### **Children, Young People and Education Board**

##### Autistic Spectrum Disorder

The Council has been allocated £40,000 towards the cost of establishing an ASD infrastructure in NPT. The grant will be transferred into the RSG for 2015-16.

#### **Social Care, Health and Housing Board**

##### Homelessness Prevention Grant

There has been a notification of an increased allocation of £16,000 for the Homelessness Prevention Grant since the original budget was set.

### 3 Budget Movements

3.1 The Council's Constitution requires the prior approval of the Council for any virement with a value greater than £500,000 of the net service budget. Other virements that do not involve a significant variation in the level or nature of the delivery of the service agreed by Council in the Revenue Budget can be approved as follows:

- Corporate Directors can approve virements up to a limit of £100,000, Virements to this level that impact on the budget guideline of another Corporate Director may be implemented only after agreement with the relevant Corporate Director and the Director of Finance and Corporate Services.
- Cabinet can approve virements within a budget guideline between £100,000 and £500,000.

3.2 The following virements are required between Directorates

#### **Environment and Highways Board/Social Care, Health and Housing Board**

A virement of £6,500 is requested to be transferred from the Social Services and Housing Directorate to Environment Directorate in respect of the transport service to Pen-y-cae Day service.

3.3 The following virements are required between services within Directorates

#### **Policy and Resources Board**

##### ICT / Corporate Contact Centre / Technical Accountancy

As a result of centralising the telephone recharging process within ICT there is a virement of £60,000 expenditure required to be transferred to ICT from the Corporate Contact Centre and a virement of £62,400 income required to be transferred to ICT from Technical Accountancy and the Corporate Contact Centre.

#### **Children, Young People and Education Board**

The following virements are requested within the ELLL budget to help offset the budget pressures identified above

- £80k from the contingency budget
- £15k from cleaning
- £49k from school meals

- £6k from SWAMWAC
- £5K from hospital tuition
- £55k from Cymorth
- £40k from behaviour support
- £24k from empty properties
- £60k from Bryncoch PRU
- £109k from management and support
- £370k to Out of county placements
- £73k to ENGAGE

### **Economic & Community Regeneration Board**

The following virements are requested within the ELLL budget to help offset the budget pressures identified above

- £5k from contributions to outside bodies
- £20k from community safety
- £61k from valleys strategy
- £75k to community centres
- £6k to Youth ENGAGE
- £5k to Out of county placements

### **Environment and Highways Board**

The following virements are required to reflect changes in officer responsibilities:

- £31k from drainage day to day
- £12k from street naming
- £29k from child pedestrian officer
- £43k to network maintenance
- £29k to road safety

The following virements are required to address identified budget pressures

- £20k from land drainage
- £13k from drainage day to day
- £4k neighbourhood management
- £150k from public lighting renewals
- £19k from refuse disposal`
- £0.4k from Crynant business park
- £5k from Industrial estates
- £37k to drainage services
- £150k to refuse collection
- £19k to Briton ferry civic amenity site
- £5k to industrial workshops



## **Social Care, Health and Housing Board**

The following virements are required to correctly attribute day service income targets to the individual services where income is generated.

- £56k to Learning Day Centres General
- £38k from Internal Elderly day care centres
- £1k from External Elderly day care
- £5k from Home Support Teams
- £11k from Local day services

The following virement is required to reflect the amalgamation of kitchen services

- £3k from Morfa Afan day care
- £3k to Bryn Amlwg special needs service

The following virement is required to correctly attribute savings targets.

- £8k to LD special Needs General costs
- £8k from Upper Afan Valley Day service

The following virements are required to transfer community care's vacancy factor to services which have achieved staff savings

- £209k to community Care Management General
- £134k from Elderly Social Worker teams
- £5k from Physical disability SW team
- £40k from community support team
- £30k from Mental Health Social worker team

3.4 The following specific reserve movements are proposed

### **Policy & Resources Board**

#### Corporate Equalisation Reserve

There is an anticipated underspend in the Accountancy Financial Services budget and it is proposed to transfer £32,000 to the Corporate Equalisation Reserve in order to achieve the budget savings targets in 2015/16.

#### Building Capacity Reserve

The anticipated underspend of £50,000 in the Change Management and Innovation Unit budget is proposed to be transferred to the Building Capacity Reserve as it is needed in order to support the budget strategy in the next few years.

### Corporate Equalisation Reserve

The anticipated underspend of £30,000 in the Corporate Training Management Development programme is proposed to be transferred to the Corporate Equalisation Reserve to assist with anticipated pressures next year.

### Transformation Reserve

A contribution from the Transformation Reserve of £70,000 is required to fund further staffing support for the Efficiency Board and Sickness Taskforce Projects.

### Insurance Claims Reserve

The original budget assumed that £5.2m would be required from the reserve during 2014/15, however £1.4m was utilised during 2013/14, and therefore the usage in 2014/15 can therefore be reduced accordingly.

### Treasury Management Reserve

It is proposed that £300k savings identified through capital financing are transferred to the treasury management reserve.

### Review of Corporate Reserves

A review of corporate reserves has been undertaken in order to rationalise the number of reserves and identify funding to meet the anticipated costs of ERVR, required to deliver budget savings over the next three years. The following proposals have arisen from the review

- £632k from Civic Building Maintenance to Civic Accommodation Reserve
- £176k from Legal Equalization to Corporate Equalization Reserve
- £48k from Energy Spend to Save to Civic Accommodation Reserve
- £100k from Fleet Sentinel Reserve to Vehicle Tracking Reserve
- £300k from Corporate Equalization Reserve to ERVR Reserve
- £250k from Hillside Reserve to ERVR Reserve
- £2.5m from Civic Accommodation Reserve to ERVR Reserve
- £1m from the Insurance Claims Reserve to ERVR Reserve
- £700k from Treasury Management Reserve to ERVR Reserve

## **Children, Young People & Education Board**

### Primary ERVR Reserve

An additional £20,641 is required from the LLAN VR fund to part fund in year redundancy costs

### Management of change

An additional £229,000 is required from the management of change fund to fund in year redundancy costs of school based staff.

### Education Equalisation Reserve

An additional £135,000 is required from the ELLL equalisation account to help fund in year pressures

## **Economic & Community Regeneration Board**

### Accommodation Strategy Reserve £48,000

It is planned to invest in solar panels onto the roof of Neath Civic Centre in order to generate future revenue. This will be funded out of this reserve.

## **Environment and Highways Board**

### Waste Reserve £177,000

During the closure of the 2013/14 accounts it was noted that £177,000 of expenditure planned against this reserve on equipment had been delayed. This expenditure has been incurred post year end and needs to be funded out of the reserve.

### Transport Planning Reserve £40,000

This funding was obtained by SWWITCH and is to be redistributed to partners during 2014/15.

### Fleet Sentinel Reserve £100,000

The proposed transfer of £100,000 from this reserve in 2014/15 is no longer required.

## **Social Care, Health and Housing Board**

### Residential Care Rent Reserve

Following the opening of Trem y Mor, the lease due from Gwalia re Morfa afan and Min yr afan is no longer payable – the planned contribution to the reserve is therefore reduced by £63,490.

### ER/VR Reserve

A transfer of £220,633 is required from the ERVR reserve to meet the costs of ERVR incurred to date within community care services.

### Community Care Transformation Reserve

A request is made to transfer £350,000 of the Community Care underspend into a transformation reserve to fund capacity for change. The reserve will be utilised to fund the additional support required to achieve £6.2m savings over the next 2 years.

3.5 The following General Reserve movements are proposed this quarter.

#### **Policy & Resources Board**

An amount of £58,800 has been received from Wales Audit Office as a result of their redistribution of reserves to Councils and it is proposed to transfer this one-off amount to the General Reserve.

A VAT refund £41,000 is anticipated from HMRC in respect of the Trade Waste Service, which it is proposed will be transferred to the General reserve.

It is proposed that the savings arising from strike deductions £111,923 are transferred to the General Reserve.

#### **Children, Young People & Education Board**

£72,075 is no longer required from the general reserve for transport consultant costs.

3.6 The current cash limits are included in Appendix 1, with the position for all specific reserves shown in Appendix 2 and the General Reserve in Appendix 3.

## **4 Forward Financial Plan Monitoring 2015/16 to 2017/18**

4.1 The Council's Forward Financial Plan saving strategies are outlined in Appendix 4. Board are asked to review the overall Authority position.

4.2 Each Head of Service has reviewed their items and identified the current status, choosing from the options of:

- Green = achieved / on target-no significant risks
- Amber = significant risks
- Red = failed or unlikely to be achieved

- 4.3 Any pressures arising from changes in the pressures/savings plans identified in the Forward Financial Plan in respect of 2014/15 are incorporated in the variances reported in section 1 of this report.
- 4.4 The outcome of the work being done to update the Forward Financial Plan is being separately reported to members.
- 4.5 The following significant risks in relation to the current approved Forward Financial Plan, whether due to increased cost pressures or to delivering on the savings plans from 2015 onwards, are highlighted for members' consideration. Work will continue to assess the further implications and alternative strategies required to achieve balanced budgets in future financial years.

#### **Policy & Resources Board**

No significant risks have been identified to date.

#### **Children, Young People & Education Board**

ELLL505 Phased reduction of community interaction grant £60k

The whole grant was cut in 2014/15 to achieve a balanced budget instead of over a 2 year period. This will be funded by the existing ELLL budget.

#### **Economic & Community Regeneration Board**

There are no issues identified for 2014/15. The items highlighted in amber and red are currently being reviewed and an update will be reported once the review is concluded

#### **Environment and Highways Board**

There are no issues identified for 2014/15. The items highlighted in amber and red are currently being reviewed and an update will be reported once the review is concluded

#### **Social Care Health & Housing**

No significant risks have been identified to date.

### **5. Members Scrutiny**

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

## 6. Recommendations

It is recommended that:

- the budget monitoring information is scrutinised and management arrangements put in place to minimise overspends and the adverse impact on reserves.
- the reserve movements and budget virements as set out in this report are approved by Cabinet save for those exceeding £500,000 as set out below which will be commended to Council for approval

### Reserve Movements commended to Council for Approval

- the 2014/15 original budget assumed that £5.2m would be transferred from the Insurance claims reserve, however £1.4m was drawn down earlier than anticipated, during 2013/14, and therefore the transfer in 2014/15 can be reduced accordingly.
- Approval is sought for the following proposals arising from the review which exceed each £500,000.

£632,000 from Civic Building Maintenance to Civic Accommodation Reserve

£2.5m from Civic Accommodation reserve to ERVR Reserve

£1m from Insurance Claims Reserve to ERVR Reserve

£700,000 from Treasury Management Reserve to ERVR Reserve

## **Appendices**

Appendix 1 – Revenue Budget Summary 2014/15

Appendix 2 – Schedule of Specific Reserves

Appendix 3 – Schedule of General Reserve

Appendix 4 – Forward Financial Plan

## **Background Papers**

Budget working papers 2014/15

## **Officer Contact**

For further information on this report item, please contact:

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## REVENUE BUDGET SUMMARY 2014/15

	2014/15 Original Budget £000	2014/15 Revised Budget £000
<b>Directly Controlled Expenditure</b>		
Education, Leisure and Lifelong Learning	103,278	102,871
Social Services, Health and Housing	79,785	80,177
Environment	30,632	30,307
Corporate Services	17,676	18,016
<b>Total Directly Controlled Expenditure</b>	<b>231,371</b>	<b>231,371</b>
<b>Other Expenditure</b>		
<b>Levies</b>		
Swansea Port Health Authority	50	50
Fire Authority	6,678	6,678
Margam Crematorium	2	2
<b>Contributions</b>		
Archive Service	94	94
Magistrates Court	19	19
<b>Other Expenditure</b>		
Capital Financing (net of Interest Receipts)	16,436	16,436
Housing Benefits	-85	-85
Council Tax support (100%)	17,002	17,002
Contingency-Management of Change	712	712
Use of Job Evaluation Reserve	-599	-599
<b>Contributions/Reserves</b>		
Contribution to General Reserve	135	135
Contribution from general Reserve	-454	-454
Contribution from Fire Authority Reserve	-21	-21
<b>NET REVENUE EXPENDITURE</b>	<b>271,340</b>	<b>271,340</b>
<b>Use of Grant</b>		
Improvement Agreement Grant	-1,461	-1,461
<b>BUDGET REQUIREMENT</b>	<b>269,879</b>	<b>269,879</b>
<b>INCOME</b>		
Revenue Support Grant	165,375	165,375
National Non Domestic Rates	44,394	44,394
Discretionary Rate Relief	-155	-155
Council Tax - Neath Port Talbot	60,265	60,265
<b>TOTAL INCOME</b>	<b>269,879</b>	<b>269,879</b>



## SCHEDULE OF SPECIFIC RESERVES

## Revenue Reserves - Budget Monitoring 2014/15

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>EDUCATION, LEISURE &amp; LIFELONG LEARNING</b>							
<i>Delegated Schools Cash Reserves</i>							
Primary Schools Reserve A/C	Cr 1,949	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 1,949
Secondary Schools Reserve A/C	Cr 838	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 838
Special Schools Reserve A/c	Cr 185	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 185
ERVR New Deal Primary	Cr 41	Ov 0	Ov 6	Ov 0	Ov 0	Ov 21	Cr 14
Repair and Maintenance Reserve	Cr 161	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 161
	<b>Cr 3,174</b>	<b>Ov 0</b>	<b>Ov 6</b>	<b>Ov 0</b>	<b>Ov 0</b>	<b>Ov 21</b>	<b>Cr 3,147</b>
<i>Education, Leisure and Lifelong Learning</i>							
School Improvement Reserve	Cr 147	Ov 0	Ov 100	Ov 0	Ov 0	Ov 0	Cr 47
Leisure Regeneration	Cr 2,152	Ov 0	Ov 400	Ov 0	Ov 0	Ov 0	Cr 1,752
Equalisation Account-Education	Cr 211	Ov 0	Ov 75	Ov 0	Ov 0	Ov 135	Cr 1
Youth Offending Team -equalization	Cr 95	Ov 0	Ov 8	Ov 87	Ov 0	Ov 0	Ov 0
	<b>Cr 2,605</b>	<b>Ov 0</b>	<b>Ov 583</b>	<b>Ov 87</b>	<b>Ov 0</b>	<b>Ov 135</b>	<b>Cr 1,799</b>
<b>Total Education Leisure &amp; Lifelong Learning</b>	<b>Cr 5,778</b>	<b>Ov 0</b>	<b>Ov 589</b>	<b>Ov 87</b>	<b>Ov 0</b>	<b>Ov 156</b>	<b>Cr 4,946</b>

## SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>SOCIAL SERVICES, HEALTH &amp; HOUSING</b>							
<i>Hillside Secure Unit</i>							
Hillside General Reserve	Cr 2,113	Cr 158	Ov 56	Ov 0	Ov 0	Ov 250	Cr 1,966
	Cr 2,113	Cr 158	Ov 56	Ov 0	Ov 0	Ov 250	Cr 1,966
<i>Other</i>							
Homecare ECM equipment reserve	Cr 19	Ov 0	Cr 19	Ov 0	Ov 0	Ov 0	Cr 39
Social Services Equalisation	Cr 23	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 23
Residential care - rent provision	Cr 543	Ov 0	Cr 272	Ov 0	Ov 0	Ov 63	Cr 752
Youth Offending Team -equalization	Ov 0	Ov 0	Ov 0	Cr 87	Ov 0	Ov 0	Cr 87
Community Care transformation reserve	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 350	Cr 350
	Cr 586	Ov 0	Cr 291	Cr 87	Ov 0	Cr 287	Cr 1,250
<b>Total Social Services, Health and Housing</b>	<b>Cr 2,699</b>	<b>Cr 158</b>	<b>Cr 235</b>	<b>Cr 87</b>	<b>Ov 0</b>	<b>Cr 37</b>	<b>Cr 3,216</b>

## SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>ENVIRONMENT</b>							
<i>Directorate</i>							
Concessionary fare - bus pass replacement reserve	Cr 112	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 112
Transport Planning and Parking Reserve	Cr 40	Ov 0	Ov 0	Ov 0	Ov 0	Ov 40	Ov 0
Workways Reserve/future jobs fund	Cr 140	Ov 0	Ov 110	Ov 0	Ov 0	Ov 0	Cr 30
Local Development Plan	Cr 343	Ov 0	Ov 281	Ov 0	Ov 0	Ov 0	Cr 62
Economic development	Ov 0	Cr 200	Ov 200	Ov 0	Ov 0	Ov 0	Ov 0
Winter Maintenance Reserve	Cr 322	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 322
Building Maintenance Reserve	Cr 50	Ov 0	Ov 25	Ov 0	Ov 0	Ov 0	Cr 25
European Fund	Cr 2	Ov 0	Ov 2	Ov 0	Ov 0	Ov 0	Ov 0
Environment equalization reserve	Cr 154	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 154
Environment Legacy Reserve (swtra)	Cr 60	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 60
Civic Buildings Future Maintenance	Cr 572	Cr 100	Ov 40	Ov 0	Ov 0	Ov 632	Ov 0
	<b>Cr 1,795</b>	<b>Cr 300</b>	<b>Ov 658</b>	<b>Ov 0</b>	<b>Ov 0</b>	<b>Ov 672</b>	<b>Cr 764</b>

## SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<i>Operating Accounts</i>							
Operating Account -Equalisation	Cr 118	Ov 0	Ov 56	Ov 0	Ov 0	Ov 0	Cr 62
Fleet Sentinel Maintenance Reserve	Cr 100	Ov 0	Ov 100	Ov 0	Ov 0	Ov 0	Ov 0
Vehicle Tracking	Cr 18	Ov 0	Ov 15	Ov 0	Ov 0	Cr 100	Cr 103
Operating Accounts -Vehicle Renewals	Cr 1,597	Cr 1,067	Ov 1,858	Ov 0	Ov 0	Ov 0	Cr 806
	<b>Cr 1,834</b>	<b>Cr 1,067</b>	<b>Ov 2,029</b>	<b>Ov 0</b>	<b>Ov 0</b>	<b>Cr 100</b>	<b>Cr 972</b>
<b>Total Environment</b>	<b>Cr 3,628</b>	<b>Cr 1,367</b>	<b>Ov 2,687</b>	<b>Ov 0</b>	<b>Ov 0</b>	<b>Ov 572</b>	<b>Cr 1,736</b>

## SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>FINANCE /CHIEF EXEC</b>							
Elections Equalisation Fund	Cr 95	Cr 15	Ov 0	Ov 0	Ov 0	Ov 0	Cr 110
Job Evaluation Reserve-New pay and grading	Cr 600	Ov 0	Ov 600	Ov 0	Ov 0	Ov 0	Ov 0
Health & Safety/Occupational Health	Cr 32	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 32
Legal Equalisation Account	Cr 202	Ov 0	Ov 26	Ov 0	Ov 0	Ov 176	Ov 0
Development Fund for Modernisation	Cr 51	Cr 5	Ov 0	Ov 0	Ov 0	Ov 0	Cr 56
Transformation/ Management Capacity, Development, Advisors etc.	Cr 342	Ov 0	Ov 85	Ov 132	Ov 0	Ov 70	Cr 55
IT Renewals Fund	Cr 1,911	Cr 127	Ov 445	Ov 0	Ov 0	Ov 0	Cr 1,593
Corporate equalisation reserve	Cr 591	Ov 0	Ov 34	Ov 0	Ov 0	Ov 62	Cr 495
Building Capacity	Cr 162	Ov 0	Ov 63	Cr 36	Ov 0	Cr 50	Cr 186
Management of Change Reserve	Ov 0	Cr 712	Ov 470	Ov 0	Ov 0	Ov 229	Cr 13
<b>Total Finance /Chief exec</b>	<b>Cr 3,986</b>	<b>Cr 859</b>	<b>Ov 1,723</b>	<b>Ov 95</b>	<b>Ov 0</b>	<b>Ov 487</b>	<b>Cr 2,540</b>

## SCHEDULE OF SPECIFIC RESERVES

Description	Updated Reserve Balance at 1/4/14	2014/15 Budgeted Contribution to reserve	2014/15 Budgeted Contribution from reserve	Changes already agreed	Changes arising from corporate review of specific reserves	Changes proposed in Period	Estimated Reserve Balance at 31/3/15
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>CORPORATE RESERVES</b>							
Energy spend to save	Cr 29	Cr 19	Ov 0	Ov 0	Ov 0	Ov 48	Ov 0
Insurance-Claims Reserve	Cr 6,185	Ov 0	Ov 5,480	Ov 0	Ov 0	Cr 400	Cr 1,105
Housing warranties	Cr 220	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 220
Fire Authority Reserve	Cr 115	Ov 0	Ov 21	Ov 0	Ov 0	Ov 0	Cr 94
Waste Reserve	Cr 2,059	Ov 0	Ov 100	Ov 492	Ov 0	Ov 177	Cr 1,290
LAWDC Contingency Reserve	Cr 988	Ov 0	Ov 0	Ov 0	Ov 0	Ov 0	Cr 988
Treasury Management Equalisation Reserve	Cr 2,970	Ov 0	Ov 0	Ov 0	Ov 0	Ov 400	Cr 2,570
ER/VR - transitional reserve	Cr 2,046	Ov 0	Ov 0	Ov 54	Ov 0	Cr 4,529	Cr 6,521
Accommodation Strategy	Cr 4,765	Ov 0	Ov 67	Ov 0	Ov 0	Ov 1,868	Cr 2,830
<b>Total Corporate Reserves</b>	<b>Cr 19,378</b>	<b>Cr 19</b>	<b>Ov 5,668</b>	<b>Ov 546</b>	<b>Ov 0</b>	<b>Cr 2,437</b>	<b>Cr 15,619</b>
<b>TOTAL ALL REVENUE RESERVES</b>	<b>Cr 35,470</b>	<b>Cr 2,403</b>	<b>Ov 10,432</b>	<b>Ov 642</b>	<b>Ov 0</b>	<b>Cr 1,258</b>	<b>Cr 28,057</b>

## SCHEDULE OF GENERAL RESERVE

## General Reserve

	<b>Original Estimate 2014/15</b>	<b>Revised Estimate 2014/15</b>	<b>Difference 2014/15</b>
<b>Opening balance 1st April</b>	<b>Cr 10,782</b>	<b>Cr 13,713</b>	<b>Cr 2,931</b>
Council Tax increased income	Cr 1,400	Cr 1,400	0
Capital - Phase II Accommodation financing costs	380	380	0
Doubtful Debt Provision	160	160	0
Contributions to the Economic Development Fund	200	200	0
Community Councils Grant scheme	25	25	
HRA Balances	0	0	0
Job Evaluation Legal defence costs and further back pay compensation	400	400	0
Increased Pension Fund contributions	Cr 135	Cr 135	0
Childrens Services - investment model	838	838	0
Elderly residential	721	721	0
Additional ss pressures			0
Transport review - consultancy	72	0	Cr 72
Welsh Audit office refund	0	Cr 59	Cr 59
VAT refund	0	Cr 41	Cr 41
Strike deductions	0	Cr 112	Cr 112
Contribution from /to revenue	513	513	0
<b>Estimated Closing balance 31st March</b>	<b>Cr 9,008</b>	<b>Cr 12,223</b>	<b>Cr 3,215</b>

## FORWARD FINANCIAL PLAN

## Forward Financial Plan - Saving Strategies

App 3

Ref	Board	Description	Lead	Main Impacts	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000
ELLL501	CYPE	Smarter procurement of IT Broadband provision	A Thomas	All broadband users across the Council.	0.0	0.0	110.0	0.0
ELLL502	CYPE	Home to School/college transport	A Thomas	Review discretionary arrangements and further rationalisation of routes. However some other costs have arisen for 2014/15.	160.0	376.0	135.0	55.0
ELLL503	CYPE	Gwaun Cae Gurwen workshop	A Thomas	Increase the Income to become self financing	10.0	15.0	45.0	0.0
ELLL504	CYPE / ECR	Review All Directorate admin support functions	A Thomas	Review admin support across the whole Directorate linked closely with the Accommodation Strategy	50.0	0.0	0.0	0.0
ELLL505	CYPE	Community Interaction Grant	A Thomas	Phased reduction of Grant	70.0	60.0	0.0	0.0
ELLL506	CYPE	Catering review - implementation of decisions taken by Cabinet.	A Thomas	Savings identified as a direct result of the catering review. Re-organisation of staff hours 15/16. Schools will continue to provide meals in line with the requirements of the Appetite for Life Standard.	106.0	100.0	0.0	0.0
ELLL507	CYPE	Out of County Placements	A Thomas	Changes in Ages Profiles - children reaching the age of 19 and the impact of the provision of additional places at Maes-y-Coed Special School. There are however other cost pressures.	87.0	50.0	0.0	0.0
ELLL508	CYPE	Student Awards	A Thomas	Service to be centralised by Welsh Government	0.0	50.0	0.0	0.0
ELLL509	CYPE	ER / VR	All	ER / VR	587.0	0.0	0.0	0.0
ELLL510	CYPE/ ECR	Various Services	All	Increase Income Target on Selected Budget Headings, £80,000 of savings were achieved during 2013/14	358.0	20.0	0.0	0.0
ELLL511	CYPE/ ECR	Various Services	All	Reduction in a number of core base budgets, e.g Margam Park, Youth Service and Cymorth. Savings of £92,000 were achieved during 2013/14.	156.0	202.0	0.0	0.0



## FORWARD FINANCIAL PLAN

ELLL512	CYPE/ ECR	Various Services	All	Innovative use of Specific Grant Funding. A number of services are funded by specific grants. It is envisaged that some of these grants will be rolled into the RSG in future years. £18,000 of savings were achieved in 2013/14.	33.0	134.0	0.0	0.0
ELLL513	CYPE/ ECR	Various Services	All	Savings due to Vacancy Control / Incremental Drift Savings / Accommodation Review. £64,000 of savings were achieved during 2013/14.	124.0	14.0	0.0	0.0
ELLL514	CYPE/ ECR	All Services	All	Efficiencies from Procurement Savings on the following budget headings - adaptations and improvements of school buildings, license fees and subscriptions, music, welsh translation, school based counselling	120.0	100.0	0.0	0.0
ELLL515	CYPE/ ECR	All Services	All	Further strategies to be identified	0.0	280.0	0.0	0.0
ELLL516	CYPE/ ECR	Workforce strategy savings	All	Implement new grading structure	36.0	82.0	70.0	19.0
ELLL517	CYPE	Schools	H Morgan Rees	WG requires Local Authorities to fund schools at 1% above their budget Allocation. For 2014/15 this protection will be supplemented by a share of the increase in Pupil Deprivation Grant.	780.0	780.0	0.0	0.0
ELLL518	CYPE	Early Years Development	H Morgan Rees	The Authority has provided additional 'in year' funding to schools for nursery places. This is no longer affordable. It should be noted that the universal funding for nursery schools will continue and schools will be able to prioritise funding from their individual budget share to admit children at the start of term following their third birthday if they so wish.	233.0	132.0	0.0	0.0
ELLL519	CYPE	Pupil Achievement Awards	H Morgan Rees	Stop providing the grants to pupils representing the Authority in sporting achievements.	5.0	0.0	0.0	0.0
ELLL520	CYPE	Inclusion	H Morgan Rees	Inclusion Review - target savings from review - Total spend per annum £2.8m	0.0	360.0	0.0	0.0

## FORWARD FINANCIAL PLAN

ELLL521	CYPE	Bryncoch PRU	H Morgan Rees	Close PRU and re establish as a Learning Support Centre under wider governance model.	117.3	84.0	0.0	0.0
ELLL522	CYPE	Schools	H Morgan Rees	Withdraw current subsidy for grounds maintenance in a minority of schools	100.0	0.0	0.0	0.0
ELLL523	ECR	Review of All Community services	A Evans	All Community services across the County Borough Council will be subject to the review	40.0	40.0	40.0	40.0
ELLL524	ECR	Leisure Services	A Evans	Value for money review	102.0	150.0	150.0	200.0
ELLL525	CYPE	Library Service	A Evans	Savings identified as part of the Library Review - Potential Closure or alternative service delivery re 9 Libraries	240.0	0.0	0.0	0.0
ELLL526	ECR	Tourism	A Evans	Stop Providing the service - Staffing Costs & Marketing Costs. Four posts will be put at risk	170.0	0.0	0.0	0.0
ELLL527	ECR	Tourism	A Evans	Stop Providing the service - Contributions to the National Trust	27.0	0.0	0.0	0.0
ELLL528	ECR	Tourism	A Evans	Stop Providing the service - Afan Forest Park Projects	4.0	0.0	0.0	0.0
ELLL529	ECR	Tourism	A Evans	Stop Providing the service - Neath Valley Projects	4.0	0.0	0.0	0.0
ELLL530	ECR	Tourism	A Evans	Stop Providing the service - Dulias Valley Projects	4.0	0.0	0.0	0.0
ELLL531	ECR	Tourism	A Evans	Stop Providing the service - Port Talbot Urban Projects	4.0	0.0	0.0	0.0
ELLL532	ECR	Tourism	A Evans	Stop Providing the service - Swansea Valley Projects	4.0	0.0	0.0	0.0
ELLL533	ECR	Tourism	A Evans	Stop Providing the service - Upper Amman Valley Projects	4.0	0.0	0.0	0.0
ELLL534	ECR	Tourism	A Evans	Stop Providing the service - Margam Park - Digital Tourism	7.0	0.0	0.0	0.0
ELLL535	ECR	Tourism	A Evans	Stop Providing the service - Friends of Margam Park	1.0	0.0	0.0	0.0
ELLL536	ECR	Tourism	A Evans	Stop Providing the service - Neath Canal Splash	1.0	0.0	0.0	0.0
ELLL537	ECR	Tourism	A Evans	Stop Providing the service - Art Trail Vale to Neath	4.0	0.0	0.0	0.0
ELLL538	ECR	Tourism	A Evans	Stop Providing the service - Brown Signage Match Funding	6.0	0.0	0.0	0.0
ELLL539	ECR	Tourism	A Evans	Stop Providing the service - Research	3.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

ELLL540	ECR	Tourism	A Evans	Stop Providing the service - City and County of Swansea	25.0	0.0	0.0	0.0
ELLL541	ECR	Tourism	A Evans	Stop Providing the service - Global Tourism Solutions	2.0	0.0	0.0	0.0
ELLL542	ECR	Tourism	A Evans	Stop Providing the service - Reprinting	7.0	0.0	0.0	0.0
ELLL543	ECR	Outdoor Special Events	A Evans	Seek alternative service delivery options, if not the service will cease.	150.0	0.0	0.0	0.0
ELLL544	ECR	Margam Orangery	A Evans	Consider alternative service delivery options.	40.0	25.0	0.0	0.0
ELLL545	CYPE	Youth Offending	A Evans	Savings as a direct result of Regional Collaboration. £40,000 savings were acheived during 2013/14.	100.0	0.0	0.0	0.0
ELLL546	CYPE	Lifelong Learning Central Support	A Evans	Review existing patterns of Service Delivery - increased collaborative working with Neath and Port Talbot College	158.0	50.0	0.0	0.0
ELLL547	ECR	Arts Theatres	A Evans	Reduce base budget	80.0	0.0	0.0	0.0
ELLL548	CYPE/ ECR	Voluntary Organisations Review	A Evans	Reduce contributions	135.0	0.0	0.0	0.0
SSHH501	CYPE	Fostering Spend to Save	A Jarrett	WG repayment ceases 13/14	129.0	0.0	0.0	0.0
SSHH502	CYPE	Family Support Services Review	A Jarrett	Transformation funding repayments ceases 13/14	15.0	0.0	0.0	0.0
SSHH503	CYPE	Systems Review	A Jarrett	WG repayment cease 13/14	111.0	0.0	0.0	0.0
SSHH504	CYPE	Children's Services	A Jarrett	Remove budget included as additional pressure for children's services	500.0	100.0	0.0	0.0
SSHH505	SCHH	ABMU - Facing the Challenge	A Jarrett	Withdraw funding	57.0	0.0	0.0	0.0
SSHH506	CYPE	Children's Services	A Jarrett	Placement Budget- Reduction of LAC, over and above savings in the investment model	261.0	0.0	0.0	0.0
SSHH507	CYPE	Childrens' services	A Jarrett	External legal costs	50.0	0.0	0.0	0.0
SSHH508	SCHH/ CYPE	Business Strategy & Public Protection	A Thomas	Restructure of support services & performance management	128.0	0.0	0.0	0.0
SSHH509	SCHH	Business Strategy & Public Protection	A Thomas	Reduction of non statutory services within Environmental Health and introduction of income for pest control	121.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

SSHH510	SCHH	Business Strategy & Public Protection	A Thomas	Deletion of vacant post and other cost savings within Welfare Rights	70.0	0.0	0.0	0.0
SSHH511	SCHH/ CYPE	Business Strategy & Public Protection	A Thomas	Savings following Introduction of foundation apprentice scheme (reliant on ER/VR)	154.0	78.0	0.0	0.0
SSHH512	SCHH	SSHH	All	Review of mobile phones e.g cost awareness 10% savings	12.0	0.0	0.0	0.0
SSHH513	SCHH/ CYPE	Voluntary Orgs Review	All	Reduce contributions	155.0	0.0	0.0	0.0
SSHH514	SCHH/ CYPE	Workforce Strategy Savings	All	Implement new grading structure	59.0	148.0	140.0	66.0
SSHH515	SSHH	Reconfiguration staff structures day support workers	C Marchant	Reduce base budget	65.0	0.0	0.0	0.0
SSHH516	SSHH	Homecare - Review of savings opportunities	C Marchant	Reduce base budget	88.0	88.0	88.0	88.0
SSHH517	SCHH	Community Care Older Persons	C Marchant	Cessation of some day services, reduction of operating days and review of day service opportunities for Older People, in line with the TASC project.	0.0	111.0	0.0	0.0
SSHH518	SCHH	Community Care Older Persons	C Marchant	Provide Community meals only to those service users meeting current eligibility criteria	0.0	50.0	50.0	0.0
SSHH519	SCHH	Community Care Older Persons	C Marchant	Residential Care - reduction in demand for care home placements	0.0	0.0	400.0	0.0
SSHH520	SCHH	Community Care - Physical & Sensory Support	C Marchant	Reduction of management staff following ER/VR	83.0	0.0	0.0	0.0
SSHH521	SCHH	Community Care - Physical & Sensory Support	C Marchant	Suresprung - cease grant payment to City & County of Swansea	64.0	0.0	0.0	0.0
SSHH522	SCHH	Community Care - Young Adults	C Marchant	Implementation of Pathways to Independence approach (PTI) in transition to reduce cost of packages	182.0	500.0	0.0	0.0
SSHH523	SCHH	Community Care - Learning Disability Services	C Marchant	Management Charge to ABMU for monitoring and invoice payment	20.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

SSHH524	SCHH	Community Care - Learning Disability Services	C Marchant	Restructure of management duties and introduction of different skill mix of staff. Review of transportation and commissioned services	112.0	201.0	0.0	0.0
SSHH525	SCHH	Community Care - Learning Disability Services	C Marchant	Reduce supplies and services, running cost , transport and training budgets within Mental Health and Learning Disabilities	61.0	0.0	0.0	0.0
SSHH526	SCHH	Community Care 3rd Sector Services	C Marchant	Carers and 3rd sector meetings to be organised by NPT in future not CVS.	10.0	0.0	0.0	0.0
SSHH527	SCHH	Community Care 3rd Sector Services	C Marchant	Care & Repair contract value for money	10.0	0.0	0.0	0.0
SSHH528	SCHH	Housing Services	C Marchant	Social letting agency regional service - generate additional income through increased take up	10.0	10.0	0.0	0.0
SSHH529	SCHH	Housing Services	C Marchant	Maximise rental income	25.0	25.0	0.0	0.0
SSHH530	SCHH	Housing Services	C Marchant	Reduction of supplies and services budgets for General Housing expenditure	14.0	0.0	0.0	0.0
SSHH531	SCHH	Housing Services	C Marchant	ER/VR 1 staff member in grants team	28.0	0.0	0.0	0.0
SSHH532	SCHH	Housing Services	C Marchant	Deletion of 0.5 vacant post in renewal area	24.0	0.0	0.0	0.0
SSHH533	SCHH	Community Care Older Persons/LD/MH	C Marchant	Introduction of payment for day services	200.0	0.0	0.0	0.0
SSHH534	SCHH	Community Care	C Marchant	Delegated Budgets	30.0	0.0	0.0	0.0
SSHH535	SCHH	Community Care Older Persons/LD/MH	C Marchant	Placement budget - Pathways to Independence	94.0	0.0	0.0	0.0
SSHH536	SCHH	Community Care services	C Marchant	Review of management costs, strategic relevance and tariffs paid to Supporting People funded schemes	500.0	0.0	0.0	0.0
SSHH537	SSHH	Reconfiguration of Homecare	C Marchant	Savings to be achieved by the reconfiguration of the service and savings in operating costs.	200.0	0.0	0.0	0.0
SSHH538	SSHH	Transforming Adult Social Care	C Marchant	Including extra care, social work systems, intermediate care, preventative services, telecare, personalisation, day care	500.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

ENV501	E&H	Reduce feasibility work	All ENVT	Limit feasibility work carried out	71.0	0.0	0.0	0.0
ENV502	E&H/E CR	General Env	All ENVT	ER/VR savings from the Directorate.	150.0	150.0	0.0	0.0
ENV503	E&H/E CR	Administration	All ENVT	Cost savings	24.0	0.0	0.0	0.0
ENV504	E&H/E CR	Corporate Capacity	All ENVT	Consultancies to limit response to queries from Members and the public	54.0	0.0	0.0	0.0
ENV505	E&H	Marketing	All ENVT	Saving target	0.0	0.0	0.0	0.0
ENV506	E&H	Planning /MREC	All ENVT	External legal fees	50.0	0.0	0.0	0.0
ENV507	E&H/E CR	Voluntary Organisation	All ENVT	Reduce contributions to South Wales Miners Museum	2.0	0.0	0.0	0.0
ENV508	E&H/E CR	Workforce Strategy Savings	All ENVT	Implement new grading structure	36.0	83.0	63.0	-9.0
ENV509	E&H	Roundabout Sponsorship	All ENVT	Income generation	30.0	0.0	0.0	0.0
ENV510	E&H	Staff Training Budget	All ENVT	Will reduce training opportunities which will be partially offset as staff numbers reduce	25.0	25.0	0.0	0.0
ENV511	E&H	Marketing Budget	All ENVT	Saving target	32.0	2.0	0.0	0.0
ENV512	E&H	Stationery and Administration	All ENVT	Saving target	28.0	3.0	0.0	0.0
ENV513	E&H	Non replacement of staff on retirement	All ENVT	Non replacement of staff on retirement	40.0	40.0	75.0	75.0
ENV514	E&H	Building Support expenditure reduction	All ENVT	Review service delivery	30.0	30.0	0.0	0.0
ENV515	E&H	Car Parking	D Griffiths	Further parking policy review	0.0	29.0	0.0	0.0
ENV516	E&H	Road Safety	D Griffiths	Increase Income	0.0	10.0	0.0	0.0
ENV517	E&H	Transport planning	D Griffiths	Reduce professional fees	5.0	0.0	0.0	0.0
ENV518	E&H	Fleet review - reduction in fleet size to reflect service changes	D Griffiths	Revised service provision and savings to fuel, tax etc	0.0	50.0	0.0	0.0
ENV519	E&H	Renewals Fund	D Griffiths	Reduce contributions to the fund	60.0	0.0	0.0	0.0
ENV520	E&H	School Crossing Patrol	D Griffiths	Reduce service in line with the national guideline	102.0	0.0	0.0	0.0
ENV521	E&H	Community Transport	D Griffiths	Prudential Borrowing savings	10.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

ENV522	E&H	Community Services Transport Unit	D Griffiths	Reduce budget by staff er/vr, fuel savings and reduction in leasing costs	100.0	0.0	0.0	0.0
ENV523	E&H	Highways Strategy & Network management	D Griffiths	ERVR - loss of in-house traffic modelling capability.	30.0	0.0	0.0	.
ENV524	E&H	Valleys Transport	D Griffiths	Reduce base budget - cut core funding to shop mobility, NPTCBC community transport and DANSA	36.0	0.0	0.0	0.0
ENV525	E&H	Programme Management	D Griffiths	Reduce base budget - staff or income generation	0.0	0.0	10.0	0.0
ENV526	E&H	Fleet Maintenance	D.Griffiths	Savings from staff retirement and procurement	35.0	45.0	0.0	0.0
ENV527	E&H	Car Parking charges	D.Griffiths	Review of parking tariffs in off street car parks	71.0	0.0	0.0	0.0
ENV528	E&H	Subsidised Bus Routes	D.Griffiths	Reduce subsidies provided	81.0	0.0	0.0	0.0
ENV529	ECR	Reduction in Council building floor space	G Nutt	Saving in running costs as floor space reduces in the civic buildings. This is subject to staff savings being achieved on a corporate basis	8.0	98.0	0.0	0.0
ENV530	ECR	Lonlas Workshop	G Nutt	Rent saving	50.0	0.0	0.0	0.0
ENV531	ECR	Cease security contract for Authorities Estate	G Nutt	Cease security contract for Authorities Estate	0.0	0.0	0.0	20.0
ENV532	ECR	Community Meals - change staffing structure to reflect activity levels.	G Nutt	Service delivery changes	40.0	0.0	0.0	0.0
ENV533	ECR	Property increase income and reduce expenditure	G Nutt	Will be possible once current arrangements are reviewed	0.0	50.0	0.0	50.0
ENV534	ECR	Building Maintenance reduce expenditure	G Nutt	Will impact on the condition of the County's buildings	50.0	25.0	0.0	50.0
ENV535	ECR	Civic Buildings	G Nutt	Cease Annual contribution into civic building maintenance reserve	0.0	50.0	0.0	0.0
ENV536	ECR	Industrial Units	G Nutt	Cut maintenance by 20%	20.0	0.0	0.0	0.0
ENV537	ECR	Miscellaneous Land	G Nutt	Increase income target by 5%	20.0	0.0	0.0	0.0
ENV538	ECR	Property	G Nutt	Stop annual transfer to reserve	5.0	0.0	0.0	0.0
ENV539	ECR	Estates Management	G Nutt	Reduce budget by a reduction in staff	50.0	0.0	0.0	0.0
ENV540	ECR	Public Conveniences	G Nutt	Reduction in staff	75.0	0.0	0.0	0.0
ENV541	ECR	Contribution to outside bodies - regeneration	G Nutt	Reduce base budget - cut core funding	63.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

ENV542	ECR	Carbon Reduction Commitment	G Nutt	Reduce base budget	238.0	0.0	0.0	0.0
ENV543	ECR	Civic Buildings	G. Nutt	Additonal savings from closing Aberavon House	57.0	-57.0	0.0	0.0
ENV544	ECR	Catering & Cleaning	G. Nutt	Additional savings target	20.0	0.0	0.0	0.0
ENV545	ECR	Estates & Property	G. Nutt	Deletion of vacant post	70.0	0.0	0.0	0.0
ENV546	E&H	CCTV	M Roberts	Service reduction	175.0	0.0	0.0	0.0
ENV547	E&H	SWTRA maintenance income	M Roberts	Build income from SWTRA maintenance activity into base budget	50.0	50.0	0.0	0.0
ENV548	E&H	Public Lighting stop night time patrol - improved data available once lighting improvement scheme is completed	M Roberts	Stop night time patrol - improved data available once lighting improvement scheme is completed	0.0	25.0	0.0	0.0
ENV549	E&H	Public Lighting energy dimming - savings from lighting renewal project	M Roberts	Energy savings from existing Lighting Renewal Project	65.0	15.0	0.0	0.0
ENV550	E&H	Public Lighting	M Roberts	Partial switch off early hours in residential areas 6000 of 18,000 lights off	0.0	0.0	50.0	0.0
ENV551	E&H	Stray Dogs	M Roberts	Reduce stray dogs kennelling costs - change policy	30.0	0.0	0.0	0.0
ENV552	E&H	Woodland	M Roberts	Reduce woodland budget - reduce maintenance at Craig Gwladys and other woodlands	30.0	0.0	0.0	0.0
ENV553	E&H	Bowling Greens	M Roberts	Cease maintenance of bowling greens unless commissioned and paid for by clubs	150.0	0.0	0.0	0.0
ENV554	E&H	Christmas Lights	M Roberts	Cease service	69.0	0.0	0.0	0.0
ENV555	E&H	Outdoor Sports	M Roberts	Sports fields - withdrawal from the maintenance of sportsfields. Further individual site review and analysis to assess impact on service.	100.0	300.0	0.0	0.0
ENV556	E&H	Waste Disposal	M Roberts	Convert MREC to a transfer station	0.0	300.0	100.0	0.0
ENV557	E&H	Country Parks	M Roberts	Lease of Afan Forest Park to third party		200.0	0.0	0.0
ENV558	E&H	Streetworks	M Roberts	Review fees & charges from utility companies	6.0	0.0	0.0	0.0
ENV559	E&H	Street Cleaning	M Roberts	Reduce street sweeping/weekend service	45.0	0.0	0.0	0.0
ENV560	E&H	Waste Enforcement	M Roberts	Reduce staff by one	0.0	25.0	0.0	0.0



## FORWARD FINANCIAL PLAN

ENV561	E&H	Gully Cleansing	M Roberts	Reduce frequency of cleansing	0.0	65.0	0.0	0.0
ENV562	E&H	Borough in Bloom	M Roberts	Cease service	42.0	0.0	0.0	0.0
ENV563	E&H	Hanging Baskets	M Roberts	Cease service	4.0	0.0	0.0	0.0
ENV564	E&H	Reactive Maintenance budget	M Roberts	Reduce land drainage component	50.0	0.0	0.0	0.0
ENV565	E&H	Reactive Maintenance budget	M Roberts	Reduce winter gritting component. Treated roads will need to reduce from 42%	117.0	0.0	0.0	0.0
ENV566	E&H	Grounds Maintenance - highways	M Roberts	Reduce traffic management and associated maintenance	50.0	0.0	0.0	0.0
ENV567	E&H	Parks - grounds maintenance	M Roberts	Reduce base budget - service restructure	65.0	0.0	0.0	0.0
ENV568	E&H	Highways Maintenance - street works	M Roberts	Reduce base budget - staff - less capacity to deal with highway management issues	20.0	0.0	0.0	0.0
ENV569	E&H	Gnoll Country Park	M Roberts	Reduce budgets for advertising, events and summer gardener posts	14.0	0.0	0.0	0.0
ENV570	E&H	Neath Canal - car park & toilets	M Roberts	50% reduction in payment to Neath Canal Co	15.0	0.0	0.0	0.0
ENV571	E&H	Further capitalisation of Planned Highways Maintenance	M Roberts	Pay for basic highway maintenance through capital budget ( with corresponding reduction in monies available for capital improvements).	300.0	0.0	0.0	0.0
ENV572	E&H	Public Lighting	M Roberts	Beneficial tender prices - conversion of temporary cut to permanent cut plus additional £50k	150.0	0.0	0.0	0.0
ENV573	ECR	Environmental Services	M. Roberts	Redeployment of neighbourhood staff to refuse collection to reduce agency costs. Necessitates a change of working hours for refuse and recycling staff. Typically there will be 1 less staff in each zone so less litter picking, grass cutting, weed spraying and sign cleaning in each zone.	229.0	0.0	0.0	0.0
ENV574	ECR	LDP	N Pearce	Savings at end of plan include reduction in staff	0.0	87.0	60.0	0.0
ENV575	E&H	Countryside	N Pearce	Limit rights of way work to maintenance only.	45.0	0.0	0.0	0.0
ENV576	ECR	Contaminated land reduce monitoring	N Pearce	Reduce contaminated land and air quality monitoring	10.0	10.0	5.0	0.0
ENV577	ECR	Cease sustainability project work - reduction in staff	N Pearce	Reduction in staff numbers required	40.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

ENV578	ECR	Planning	N Pearce	Introduce a charge for pre-application advice	20.0	0.0	0.0	0.0
ENV579	ECR	Building Regulations	N Pearce	Ensure works in default income matches expenditure	5.0	0.0	0.0	0.0
ENV580	ECR	Planning	N Pearce	Restructure saving	7.0	0.0	0.0	0.0
ENV581	ECR	Print & Graphics	N Pearce	The staff will initially be reduced at the facility and by 2017/18 a printing function will no longer be provided	30.0	0.0	0.0	70.0
ENV582	ECR	Environmental Quality	N Pearce	Reduce staff budget - flexible retirement	30.0	0.0	0.0	0.0
ENV583	E&H	QA/EMAS	N Pearce	Reduce staff budget	40.0	0.0	0.0	0.0
ENV584	ECR	Planning	N. Pearce	Increased savings as a result of a restructure	44.0	0.0	0.0	0.0
ENV585	ECR	Planning	N. Pearce	Printing and postage services by consulting with Members via e-mail and reducing outgoing correspondence generally	2.0	0.0	0.0	0.0
ENV586	ECR	Building Regulations	N. Pearce	Reduction in staff due to er/vr	44.0	0.0	0.0	0.0
ENV587	ECR	Planning Policy	N. Pearce	Cessation of corporate data analysis and research function. Currently hosted by Planning section	35.0	0.0	0.0	0.0
CORP501	PRB	Grants to Voluntary Organisations	All	Stop contribution to CAB debt counselling service	42.0	0.0	0.0	0.0
CORP502	PRB	Voluntary Orgs Savings	All	Reduce contributions	51.0	0.0	0.0	0.0
CORP503	PRB	Workforce Strategy Savings	All	Implement new grading structure	41.0	99.0	85.0	14.0
CORP504	PRB	Support Services/Childcare Legal	D Michael	Savings from utilising additional childcare funds	30.0	0.0	0.0	0.0
CORP505	PRB	Childcare Legal	D Michael	Fees & savings in running costs	10.0	0.0	0.0	0.0
CORP506	PRB	Legal	D Michael	Bring in house and procure legal work	10.0	50.0	0.0	0.0
CORP507	PRB	Property/Corporate law	D Michael	Delete paralegal post (1fte) & contracts officer post (1fte)	41.0	0.0	0.0	0.0
CORP508	PRB	Childcare Legal	D Michael	Reduce running costs and agency staff	8.0	0.0	0.0	0.0
CORP509	PRB	Childcare Legal	D Michael	Reduce external legal fees	7.5	7.0	0.0	0.0
CORP510	PRB	Childcare Legal	D Michael	Delete legal typist (1fte)	14.0	0.0	0.0	0.0
CORP511	PRB	Litigation/ Commercial Law	D Michael	Bring service in house - currently purchased from another authority	30.0	0.0	0.0	0.0
CORP512	PRB	Litigation/ Commercial Law	D Michael	Reduce cost of insurance legal work	0.0	30.0	0.0	0.0

## FORWARD FINANCIAL PLAN

CORP513	PRB	Registrar	D Michael	Increase income and reduce cost of supplies & services	6.0	0.0	0.0	0.0
CORP514	PRB	Mailroom	D Michael	Increase income/reduce base budget	20.0	0.0	0.0	0.0
CORP515	PRB	Corporate Support	D Michael	Reduce salary budget and reduce supplies & services	7.0	0.0	0.0	0.0
CORP516	PRB	Legal Dept	D Michael	Reduce books & periodicals	3.0	0.0	0.0	0.0
CORP517	PRB	Legal	D Michael	Deletion of trainee solicitor post after postholder qualifies.	25.0	0.0	0.0	0.0
CORP518	PRB	Legal	D Michael	Support services ER/VR	41.0	0.0	0.0	0.0
CORP519	PRB	Legal	D Michael	Salary budget - pension cost savings	14.0	0.0	0.0	0.0
CORP520	PRB	Benefits	D Rees	Rationalisation of benefit work & changes from DWP	27.0	57.0	27.0	27.0
CORP521	PRB	Finance & Revenues - staff savings	D Rees	Restructure of service and systems. Savings created from deletion of vacant posts and VR exercise.	340.0	65.0	0.0	0.0
CORP522	PRB	Misc Expenditure Heads	D Rees	Base budget and procurement reductions across various expenditure heads	79.0	110.0	0.0	0.0
CORP523	PRB	Finance & Revenues - IT costs	D Rees	Saving in running costs	12.0	0.0	0.0	0.0
CORP524	PRB	Fin Serv & Revs	D Rees	Staff savings - ERVR	200.0	39.0	0.0	0.0
CORP525	PRB	Rationalisation and re-modelling of functions and services	G Jones	staff restructure	42.0	43.0	38.0	36.0
CORP526	PRB	Human Resources/Unions	G Jones	Service review - staff reductions	130.0	33.0	0.0	0.0
CORP527	PRB	Customer contact - remodel one stop shop services at Pontardawe - consider integration of OSS with other services operating from that office	K Jones	Reduction in posts corporate strategy	20.0	0.0	0.0	0.0
CORP528	PRB	Rationalisation and re-modelling of functions and services	K Jones	14/15 savings identified - reduction in posts - communications £44k, reduction in mayoralty £15k. Future year strategy yet to be identified	59.0	61.0	54.0	50.0
CORP529	PRB	One Stop Shop/Customer Services	K Jones	Increase fees & charges - identity photographs	5.0	0.0	0.0	0.0

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CORP530	PRB	One Stop Shop/Customer Services	K Jones	Reduce staff hours - voluntary via flexible working	10.0	0.0	0.0	0.0
CORP531	PRB	One Stop Shop/Customer Services	K Jones	De-clustering of CSO (customer services officer) posts	12.5	12.5	0.0	0.0
CORP532	PRB	One Stop Shop/Customer Services	K Jones	Reduce stationery, uniforms	0.5	0.0	0.0	0.0
CORP533	PRB	One Stop Shop/Customer Services	K Jones	Reduce staff as more services placed on-line	0.0	30.0	0.0	0.0
CORP534	PRB	Electoral	K Jones	Income generated through introduction of individual electoral registration	0.0	20.0	0.0	0.0
CORP535	PRB	Civic and Mayoralty	K Jones	Cease twinning activities	2.0	0.0	0.0	0.0
CORP536	PRB	Civic and Mayoralty	K Jones	Reduce expenditure on mayoralty	10.0	0.0	0.0	0.0
CORP537	PRB	Democratic Services	K Jones	Reduce contribution to member IT costs	3.0	0.0	0.0	0.0
CORP538	PRB	Democratic Services	K Jones	Reduce stationery budget - committee admin	0.0	10.0	0.0	0.0
CORP539	PRB	Democratic Services	K Jones	Cease production of council diary	2.0	0.0	0.0	0.0
CORP540	PRB	Democratic Services	K Jones	Reduce staff hours -voluntary via flexible working	7.0	0.0	0.0	0.0
CORP541	PRB	Democratic Services	K Jones	Modernise service - reduce staff costs	0.0	25.0	0.0	0.0
CORP542	PRB	Democratic Services	K Jones	Stop courier service for members	0.0	10.0	0.0	0.0
CORP543	PRB	Democratic Services	K Jones	Stop teas, coffees etc for all meetings	2.0	0.0	0.0	0.0
CORP544	PRB	Corporate Strategy	K Jones	Reduce printing expenditure	3.0	0.0	0.0	0.0
CORP545	PRB	Corporate Strategy	K Jones	Reduce corporate health group budget	2.0	0.0	0.0	0.0
CORP546	PRB	Corporate Strategy	K Jones	Reduce comms & marketing budget - engagement activities	5.0	0.0	0.0	0.0
CORP547	PRB	Corporate Strategy	K Jones	Remove contribution to third parties budget	15.0	0.0	0.0	0.0
CORP548	PRB	Corporate Strategy	K Jones	Reduce Wales Audit Office fees	5.0	0.0	0.0	0.0
CORP549	PRB	Corporate Strategy	K Jones	Remove contribution to surveys budget - engagement activities	5.0	0.0	0.0	0.0
CORP550	PRB	Corporate Strategy	K Jones	Reduce older persons strategy budget - engagement activities	3.0	0.0	0.0	0.0
CORP551	PRB	Corporate Strategy	K Jones	Reduce number of newspapers purchased	0.7	0.0	0.0	0.0
CORP552	PRB	Change Management	K Jones	Reduce activity	110.0	0.0	0.0	0.0

## FORWARD FINANCIAL PLAN

CORP553	PRB	CEX - General Dept	K Jones	Reduce salaries budget - HoS flexible retirement and other budget reductions	50.0	0.0	0.0	0.0
CORP554	PRB	CEX - General Dept	K Jones	Remove well being budget	1.0	0.0	0.0	0.0
CORP555	PRB	CEX - General Dept	K Jones	Remove safeguarding budget	6.0	0.0	0.0	0.0
CORP556	PRB	CEX - General Dept	K Jones	Vacancy factor	35.0	0.0	0.0	0.0
CORP557	PRB	CEX	K Jones	Staff savings - corporate strategy and communications team	54.0	0.0	0.0	0.0
CORP558	PRB	ICT staff reductions	S John	Efficiencies, recharge costs to projects, transformation reserve	30.0	30.0	30.0	30.0
CORP559	PRB	ICT	S John	Reduce employee support costs	37.0	0.0	0.0	0.0
CORP560	PRB	ICT	S John	Reduce Hardware and software budgets	140.0	0.0	0.0	0.0
CORP561	PRB	ICT	S John	Staff savings via ER/VR and deletion of posts	90.0	70.0	0.0	0.0
CORP562	PRB	ICT	S John	Reduce contribution into IT renewals reserve	100.0	0.0	0.0	0.0
CORP563	PRB	Procurement	S John	Reduce base budget	15.0	0.0	0.0	0.0
CORP564	PRB	ICT	S John	Reduction in hardware purchases	50.0	0.0	0.0	0.0
OTH501	PRB	Review of corporate administrative systems and business processes	All	Review of corporate administrative systems and business processes	0.0	60.0	60.0	60.0
OTH502	PRB	Review community facilities on a corporate basis covering All council owned assets	All	Review community facilities on a corporate basis covering All council owned assets	0.0	60.0	60.0	60.0
					14712.5	7046.5	1945.0	1001.0

## **SECTION A – MATTER FOR DECISION**

**WARDS AFFECTED: ALL**

### **CAPITAL BUDGET MONITORING 2014/15**

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

1.1 To provide Members with information in relation to delivery of the 2014/15 Capital Budget.

#### **2. Background**

2.1 On 30<sup>th</sup> January 2014 Council approved its Capital budget for 2014/15, the report detailed planned Capital Expenditure totalling £58.188m for the financial year. As part of the first quarter budget monitoring cycle Members approved an updated programme totalling £58.640m

2.2 This report updates Members as to the delivery of this Programme and to seek approval for the latest proposed budget totalling £62.586m.

#### **3. Amendments to the Capital Budget**

3.1 Members should note that the proposed budget differs from the previously approved budget as capital schemes are continuously under review and are re-profiled according to projected expenditure.

3.2 The main changes to the previously approved budget are detailed below:

- Projects and funding carried forward from 2013/14 totalling £4.739m.
- Inclusion of budgets for the 21<sup>st</sup> Century Schools projects at Ysgol Bae Baglan and Ystalyfera which are funded by a mix of Welsh Government funding and Prudential Borrowing.
- Welsh Government grant funding approval for a variety of regeneration projects funded by ‘Vibrant and Viable Place’ grant.

- Re-profiled expenditure in relation to the Neath Town Centre and Aberafan Leisure Facility Projects.

#### 4. 2014/15 Capital Expenditure

Details of Capital Expenditure as at 21<sup>st</sup> October 2014 is outlined below:

	<b>Original Budget</b>	<b>Approved budget as at quarter 1</b>	<b>Proposed Budget</b>	<b>Actual to date</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Harbour Way (Peripheral Distributor Road)	4,700	4,700	4,700	1,139
Physical Regeneration	7,410	7,410	7,388	198
Port Talbot Regeneration	1,468	1,468	2,212	187
Street Lighting	4,600	4,600	4,104	2,991
Adults Respite Centre	400	400	1,089	609
Neath Town Centre Regeneration	12,000	12,000	7,100	1,699
Disabled Facilities Grants	3,000	3,000	3,000	1,418
Highways Improvement Grant	552	552	1,736	567
Vehicle Replacement Programme	1,550	1,550	1,550	963
Health and Safety	850	850	850	449
YGGD Gwaun Cae Gurwen – New Kitchen	394	394	457	25
Baglan Energy Park Link Bridge	5,334	5,334	5,851	2,836
Carriageway/Footway Resurfacing	665	665	718	583
ELLL – Capital Maintenance	950	950	950	717
Replacement Leisure Facility Aberafan Seafront	11,300	11,300	6,000	2,034
Drainage	300	300	376	111
Bridge Strengthening	300	300	385	90
Local Highway Mitigation Measures			521	248
Vibrant and Viable Places			1,606	11
Ysgol Newydd Bae Baglan			6,000	325
Welsh Medium - Ystalyfera			600	410
Contingency	390	390	62	
Remaining Capital Programme	2,025	2,477	5,331	3,710
<b>Total</b>	<b>58,188</b>	<b>58,640</b>	<b>62,586</b>	<b>21,320</b>

The budget will continue to be monitored by Officers and by Capital Programme Steering Group. Despite expenditure to date only equating to c34% of the proposed budget there are several large projects which are now on site and will incur significant expenditure over the remainder of the financial year.

## **5. Targeted Achievement**

As Members are aware the following achievements are being targeted during this financial year:

- Continuation of investment and improvement to Street Lighting and highways infrastructure.
- The redevelopment of Neath Town Centre.
- The construction of a replacement leisure facility at Aberafan Seafront.
- The construction of Baglan Energy Park link bridge

## **Recommendations**

It is recommended that Members:

- Approve the updated Capital Budget as detailed above.
- Note expenditure to date of £21.320m.

## **Background Papers**


Capital Programme working files



**6. Officer Contact**


For further information on this report item, please contact:

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