



CABINET

REPORT OF THE CORPORATE DIRECTORS GROUP

5th February 2020

MATTERS FOR DECISION

WARDS AFFECTED: ALL

REVENUE BUDGET MONITORING REPORT 2019/20

Purpose of Report

- 1 This is a monitoring report which provides details for Cabinet to scrutinise and review the overall Authority budget position.
- 2 Members are invited to request further detailed reports relating to the issues raised, for consideration by the relevant scrutiny board.

Executive summary

- 3 The Net Directly Controlled Budget is projected to over spend by £14k, but this is offset by a projected underspend of £74k in the other elements of the budget (inclusive of proposed net transfer to/from reserves). The net budget is therefore projected to underspend by £60k, as outlined in the table below.

	Original budget	Revised budget	Projected Outturn	Variance
	£'000	£'000	£'000	£'000
ELLL – Schools	84,424	84,424	84,424	0
ELLL – Other	24,667	24,667	24,694	27
SSHH	79,681	79,681	79,481	(200)
ENVT	37,535	37,962	38,301	339
CORP	18,076	18,076	17,924	(152)
Directly controlled	244,383	244,810	244,824	14
Other	43,785	43,358	43,284	74
Budget Requirement	288,168	288,168	288,108	(60)

Variances

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

Education, Leisure and Lifelong Learning

- 5 The Directorate has a budget of £84.424m for Schools and £24.667m for other Education, Leisure and Lifelong Learning services. The ELLL budget contains savings targets of £1.787k (1.6%), and is currently projected to overspend by £27k

The main variances contributing to the overspend are:-

- **School Specific Contingencies - £100k underspend**
The underspend is due to the receipt of grant income for teachers pay and pension (£561k). Since the Council had already included funding for a 2% pay award in the school budget, only £304k was required to fund the 2.75% increase, with the balance being retained in the School Contingency budget.
- **Cleaning £54k overspend**
The overspend is due to additional cost of cover for sickness.
- **Behaviour Support strategies £150k underspend**
The underspend is due to savings arising from the restructure of Additional Learning Needs staff, and a delay in opening the ASD unit.
- **Management & administration £74k overspend**
The projected overspend is due to the contribution to ERW, for which there was no budget provision, and a staff vacancy management target which has not yet been achieved.

The Education Leisure and Lifelong Learning budget is currently projected to overspend by £27k (after proposed virements and reserve transfers).

Social Services Health & Housing

- 6 The Directorate has a budget of £79.681m which includes savings targets of £2.585m (3.2%), and is currently projected to underspend by £200k.

The main variances contributing to the over spend are:-

- **Children & Family – Social Work £581k underspend**
The underspend is due to savings on staff costs and additional income, of which £270k relates to staff being funded from the Intermediate Care Fund “Working Together” project.
- **Residential Care – external provision £478k overspend**
The budget was based on provision for 7 children, but the projected cost is based on the current number of children (8), and assumes that they will remain in placements until the end of the year. The projection also includes £40k for any new placements arising in the remainder of the year.
- **Day Care – external provision £95k underspend**
The underspend is due to savings on staff costs.
- **Adoption Service £230k underspend**
The budget was based on payment of allowances for 48 children, and an underspend is projected as payments are currently being made for 45 children.
Also it is anticipated that NPT’s contribution to the Western Bay Adoption Service, based on prior year data, will be £200k less than the provision in the budget.
- **Central services £103k underspend**
The underspend is due to savings on staff costs.
- **Child & Family Management £131k underspend**
The underspend is due to savings on external legal fees.
- **Community Care Management £71k overspend**
The overspend is due to an increase in the number of Deprivation of Liberty (DOLS) assessments (£26k) and residual property costs at the Laurels (£21k).
- **Community Care Social Work - £101k underspend**
The underspend is due to savings on staff costs.
- **Business Support Services £85k underspend**
The underspend is due to savings on staff costs.
- **Domiciliary Care - £199k underspend**
The underspend is largely due to savings on placement costs (£109k), and additional client contributions (£73k).
- **Community Resource Team £254k underspend**
The underspend is due to savings on staff costs (£160k), a reduction in premises costs (£28k), and a reduction in Telecare costs.
- **Other Community Care – Direct Payments £155k underspend**

The underspend is due to a reduction in the number of Direct payment recipients (budget 107, actual 91) and recovery of £108k unused Direct Payments balances from client accounts.

- **PD External Placements £110k underspend**
The underspend is due to a reduction in the number of placements.
- **LD External Placements £946k overspend**
The budget includes FFP savings targets (SSHH903/913) of £350k, which have not yet been achieved, and an increase in the number of service users being supported (budget 423, actual number of service users 448). The transformation team are currently reviewing packages of care which may identify future savings.
- **Community Independence Service £108k underspend**
The underspend is due to savings on staff costs.
- **Transport - £159k overspend**
The budget includes a savings target (SSHH905) of £115k which has not yet been achieved. A new transport policy was approved by members on 17th October, and the full year impact of the savings arising from the changes will become available in 2020/21.
- **MH External Placements - £207k overspend**
The overspend is due to an increase in the number of service users being supported (budget 71, actual no of service users 77).
- **Renovation Grants - £60k overspend**
An overspend is projected because the budget includes an income target which has not been fully achieved.
- **Hillside**
An overspend of £700k is projected, as a result of a shortfall income from the YCS contract. The contract has 6 guaranteed places, however there were no paid places to 5th August, and only 4 paid places from 6th August increasing to 6 from 23rd December. It is proposed that £700k is transferred from the Hillside reserve to fund this pressure.

The Social Services Budget is projected to underspend by £200k (after proposed virements and reserve transfers).

Environment

- 7 The Directorate has a budget of £37.963m which includes savings targets of £524k (1.4%), and is currently projected to overspend by £339k.

The main variances contributing to the overspend are:-

- **Refuse collection £198k overspend**

The overspend is due to a reduction in Sustainable Waste Grant received (£47k) and additional staff activity and costs, but is partly offset by savings of £48k in Waste Management.

- **Waste Disposal & Recycling £100k underspend**

An additional provision (£300k) was included in the budget to meet the costs following the transfer of the MREC facility in house from 1st October 2019. An underspend is now projected as the additional cost are expected to be less than originally anticipated.

- **Household waste Recycling Centre £123k overspend**

The overspend has arisen as a result of additional cost of transporting wood to a recycling facility in Devon, to improve recycling performance by 2-3%. The processing of this wood will assist the Council towards meeting the 64% recycling target for 2019/20 and prevent potential financial penalties of £200 per tonne for every 1% below target. Every 1% is estimated to cost £124k.

- **Catering £65k overspend**

The overspend is due to a projected shortfall in income, and additional cost of staff cover, due to sickness.

The Environment budget is projected to overspend by £339k (after proposed virements and reserve transfers).

Corporate Services

- 8 The Directorate has a budget of £18.076m which includes savings targets of £407K (2.3%), and is currently projected to underspend by £152k.

- **Financial Services £94k underspend**

Although there are no individual services with significant variances to report, the Financial Services Division of the directorate is projected to underspend by £94k as a result of savings on salary costs, due to staff turnover and increased grant income.

The Corporate Services Directorate is projected to under spend by £152k (after proposed virements and reserve transfers).

Other Services

9 Other services variances are:

- **Council Tax Support £287k underspend**
- **Contingency £217k overspend** - the projection includes provision for £400k for the additional costs from the temporary relocation of Godre'rgraig school, for which funding is being sought from Welsh Government. The pressure is partly offset by savings arising from the salary sacrifice schemes and other miscellaneous income.
- **Management of change** – it is assumed that this provision (£500k) will be fully utilised to fund the cost of ERVR, or used to replenish the ERVR reserve.

Grants

10 The following grants have been awarded since the Quarter 2 report.

Value	Directorate	Service
£69,000	ELLL	Local Authority Education Grant – School support – child emotional & mental health needs
£174,000	ELLL	Childcare Offer
£175,000	ENVT	Enabling Natural Resources and Well Being Grant
£80,000	ENVT	RDP- Tourism Management fund
£13,887	ELLL	Local authority – Post 16 Education Provision- teachers' pay
£561,201	ELLL	Local Authority Education Grant - Teachers' pay
£35,000	SSHH	Cold Weather Grant
£326,000	CORP	HWB programme – strategic overview of digital services for maintained schools in Wales. A further £2m of IT equipment will also be made available to schools.

Budget Virements

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

Less than £100,000 – Corporate Directors
 More than £100,000 but less than £500,000 – Cabinet
 More than £500,000 – Council

Virements agreed by Corporate Directors during Quarter 3 are identified in Appendix 2.

Virements requiring Cabinet approval are outlined below

Value	Dir	Service
75,000	ELLL	Education Psychology Service
30,000	ELLL	Wellbeing
-105,000	ELLL	Behaviour Support Strategies
£500,000	SSHH	Residential Care - External Provision
-£500,000	SSHH	Domiciliary Care

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

Reserve Movements

- 13 The following reserve movements are proposed:

Value	Reserve	Explanation
£10,000	Winter Maintenance Reserve	Transfer from reserve to fund the costs of the landslip on the B4242 in Resolven
-£34,349	Health & Safety/ Occupational Health Reserve	The planned contribution from the reserve is no longer required due to savings identified in the service.
-£50,000	CORP Equalisation Reserve	The planned contribution from reserve is no longer required due to savings identified across the Directorate
£737,000	Insurance Reserve	Transfer from reserve
-£20,000	CORP Equalisation Reserve	Transfer savings in HR Division to the reserve to fund cover for long term sickness.

Value	Reserve	Explanation
-£2,902	Third Sector Grants Reserve	Transfer the 2019/20 underspend to the reserve for use in 2020/21
£40,014	Environment Equalisation Reserve	Transfer from the reserve to fund survey of headstones in cemeteries
-£40,000	Home to School Transport Reserve	Transfer savings on the home to school budget to the reserve
-£35,000	Home to School Transport Reserve	Transfer savings on the home to school budget to the reserve
£106,000	Education Equalisation Reserve	Utilise grant funding received and transferred to the reserve in 18/19, for period poverty which must be spent in year.
-£100,000	Education Equalisation Reserve	Transfer savings at Margam Park to the reserve to fund income generation schemes
-£50,000	Education Equalisation Reserve	Transfer to Reserve to fund anticipated procurement costs in 20/21
£700,000	Hillside Reserve	Transfer from reserve to fund shortfall in income re the YCS contract
-£18,000	Local Development Plan Reserve	Transfer saving to the reserve to fund costs in 20/21.
-£34,000	Environment Housing Reserve	Transfer saving in Environmental Health to the reserve to fund costs of enforced sales
-£16,000	Environment Housing Reserve	Transfer saving in Food Health & Safety to the reserve to fund costs of enforced sales
-£50,000	Environment Housing Reserve	Transfer saving in Pollution control to the reserve to fund costs of enforced sales
-£20,000	General Reserve	The planned transfer from the reserve for Economic Development is no longer required in full.

Value	Reserve	Explanation
-£269,630	Social Services Equalisation Reserve	The planned contribution from the reserve is no longer required, due to savings identified across the Directorate
-£10,000	CORP Equalisation Reserve	Transfer underspend to reserve to fund costs in the Miscellaneous Income service in 2020/21 - re installation of new debtors system
-£20,000	CORP Equalisation Reserve	Transfer underspend to reserve to fund cover costs in Legal Services in 2020/21
-£38,000	Building Capacity Reserve	Contribution from reserves requested in August is no longer necessary due to in-year savings in Communications and Marketing
£15,000	Elections Equalisation Fund	The proposed transfer to the reserve will no longer take place due to the in-year cost of 3 county council bi-elections
-£27,000	Building Capacity Reserve	Contribution from reserves requested in August is no longer necessary due to in-year savings in Corporate Strategy & Performance
-£250,000	Schools IT (HWB) Reserve	Transfer from the ICT renewals reserve to create a new HWB reserve for schools
£250,000	ICT Renewals Reserve	Transfer from the ICT renewals reserve to the HWB reserve

- 14 The following Summaries show the projected impact on Specific and General Reserves.

Specific Reserves summary

	£'000
Opening balance at 1/4/19	(39,515)
Budgeted contribution	3,415
Additional reserve transfers already approved	(656)
Additional reserve transfers proposed this quarter	752
Estimated closing balance at 31/3/20	(36,004)

Details of all specific reserves are included in Appendix 3

General Reserve

	£'000
Opening balance at 1/4/19	(20,968)
Original Contribution to Revenue Budget	2,255
Other Original reserve movements	(395)
Additional contributions proposed this quarter	(20)
Estimated closing balance at 31/3/20	(19,128)

Details of all budgeted movements are included in Appendix 4.

Forward Financial Plan Monitoring 2020/21 to 2022/23

- 15 The list of savings strategies included in the budget for 2019/20 is outlined in appendix 5. Any variation against delivering the budget, including the savings targets, are included above.
Further work to update the FFP for 2020/21 and beyond will be separately reported to members.

Integrated Impact Assessment

- 16 There is no requirement to undertake an integrated impact assessment as this report summarises the Council's financial position in relation to its net expenditure, income and grants.

Valleys Communities Impacts

- 17 No impact

Workforce Impacts

- 18 No Impact

Legal Impact

- 19 No impact

Risk Management Impact

- 20 No impact

Member Scrutiny

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

Consultation

- 22 This item is not subject to external consultation

Recommendations

- 23 It is recommended that:-
- The budget monitoring information is scrutinised and management arrangements put in place to minimise overspends and any adverse impact on reserves
 - Members note the additional grants received
 - The proposed reserve movements and budget virements are recommended for approval by Cabinet

Reason for Proposed decision

- 24 To update the Council's budget for additional grants received, budget virements and reserve movements, in accordance with the Council's constitution.

Implementation of Decision

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

Appendices

- 26 Appendix 1 – Revenue budget Summary 2019/20
Appendix 2 – Virements approved by Corporate Directors
Appendix 3 – Schedule of Specific Reserves
Appendix 4 – Schedule of General Reserve
Appendix 5 - Forward Financial Plan Savings Monitor

Background Papers
27 Budget working papers

Officer contact
28 For further information on this report item, please contact:

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Appendix 1

Summary 2019-20	Original	Virements			Revised	Projected	Variance
at 31st December 2019	Budget	Quarter 1	Quarter 2	Quarter 3	Budget	Outturn	
	2019/20				2019/20	2019/20	2019/20
	£				£	£	£
Education, Leisure and Lifelong Learning - Schools	84,424,000	0	0	0	84,424,000	84,424,000	0
Education, Leisure and Lifelong Learning - Other	24,667,000	0	0	0	24,667,000	24,693,952	26,952
Social Services Health & Housing	79,681,000	0	0	0	79,681,000	79,481,239	-199,761
Environment	37,535,000	24,439	339,128	63,958	37,962,525	38,301,360	338,835
Corporate Services	18,076,000	0	0	0	18,076,000	17,923,927	-152,073
Directly Controlled Expenditure	244,383,000	24,439	339,128	63,958	244,810,525	244,824,478	13,953
Swansea Bay Port Authority	47,000				47,000	46,086	-914
Fire Authority	7,470,000				7,470,000	7,466,254	-3,746
Margam Crematorium	1,000				1,000	559	-441
Archives	94,000				94,000	94,500	500
Magistrates Court	12,000				12,000	12,334	334
Capital Financing	19,274,000				19,274,000	19,274,000	0
Council Tax Support	18,108,163				18,108,163	17,821,098	-287,065
Contingency	555,159	-35,981	-339,128	-63,958	116,092	333,305	217,213
Management of change	500,000				500,000	500,000	0
Cont from Fire Authority Reserve	-21,000	11,542			-9,458	-9,458	0
Cont from General Reserve	-2,255,000				-2,255,000	-2,255,000	0
Net Budget Requirement	288,168,322	0	0	0	288,168,322	288,108,156	-60,166
RSG	-168,695,384				168,695,384	-168,695,384	0
NNDR	-46,100,360				-46,100,360	-46,100,360	0
Discretionary rate relief	330,082				330,082	330,082	0
Council Tax	-73,702,660				-73,702,660	-73,702,660	0
Total Funding	-288,168,322		0	0	288,168,322	-288,168,322	0

Virements Agreed by Corporate Directors – during Quarter 3

Value	Directorate	Service
6,275	ENVT	Highways Maintenance Reactive, Winter & Emergency Response
-6,275	Other	Contingency
-77,757	ENVT	Non Operational Land
77,757	ENVT	Former Crown Site
-25,000	CORP	Payroll
-25,000	CORP	Housing Benefit Administration
50,000	CORP	Contribution from Reserve

-5,014	Other	Contingency
5,014	ENVT	Highways Maintenance Reactive, Winter & Emergency Response
-58,411	ENVT	Estates
11,487	ENVT	Gypsy sites
-31,315	ENVT	Non Operational Land
78,239	ENVT	Former Crown site

52,669	ENVT	Highways Maintenance Reactive, Winter & Emergency Response
-52,669	Other	Contingency
-56,339	ENVT	Estates
36,339	ENVT	Former Crown site
20,000	ENVT	Industrial Workshops
-3,800	SSHH	Community Care - Social Work
3,800	SSHH	Business Support services
1,125	CORP	Accountancy Technical - Corporate & Risk Management
-1,125	CORP	Accountancy - Financial Services

SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019 £000	Original Net Reserve Movements 2019/20 £000	Changes already approved £000	Proposed changes in Period £000	Estimated Reserve Balance at 31 Mar 2020 £000
EDUCATION, LEISURE & LIFELONG LEARNING					
<i>Delegated Schools Cash Reserves</i>					
ERVR - Primary	Cr 13	Cr 1	0	0	Cr 14
Primary Schools Reserve A/C	Cr 1,493	0	0	0	Cr 1,493
Secondary Schools Reserve A/C	377	0	0	0	377
Special Schools Reserve A/C	0	0	0	0	0
Repairs and Maintenance Reserve	Cr 161	0	0	0	Cr 161
	Cr 1,290	Cr 1	0	0	Cr 1,291
<i>Education, Leisure and Lifelong Learning</i>					
Equalisation Account-Education	Cr 870	693	Cr 609	Cr 44	Cr 831
Home to School Transport	Cr 36	0	0	Cr 75	Cr 111
Margam Discovery Centre - Building Maintenance Reserve	0	Cr 50	0	0	Cr 50
	Cr 906	643	Cr 609	Cr 119	Cr 992
Total Education Leisure & Lifelong Learning	Cr 2,196	642	Cr 609	Cr 119	Cr 2,283
SOCIAL SERVICES, HEALTH & HOUSING					
Homecare ECM Equipment Reserve	Cr 63	Cr 10	0	0	Cr 73
Community Care Transformation Reserve	Cr 108	0	0	0	Cr 108
Social Services Equalisation	Cr 740	270	0	Cr 270	Cr 740
Hillside General Reserve	Cr 1,092	118	0	700	Cr 274
Youth Offending Service - Equalisation	Cr 153	0	0	0	Cr 153

SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019	Original Net Reserve Movements 2019/20	Changes already approved	Proposed changes in Period	Estimated Reserve Balance at 31 Mar 2020
	£000	£000	£000	£000	£000
Adoption Service	Cr 100	0	0	0	Cr 100
Total Social Services Health & Housing	Cr 2,256	378	0	430	Cr 1,448
ENVIRONMENT					
Concessionary Fares - Bus Pass Replacement Reserve	Cr 152	0	0	0	Cr 152
Asset Recovery Incentive Scheme	Cr 126	0	0	0	Cr 126
Local Development Plan	Cr 157	0	0	Cr 18	Cr 175
Economic Development	Cr 1	0	0	0	Cr 1
Winter Maintenance Reserve	Cr 764	0	0	10	Cr 754
Baglan Bay Innovation centre - Dilapidation Reserve	Cr 78	0	0	0	Cr 78
Renewable Energy Reserve	Cr 7	0	0	0	Cr 7
Environmental Health - Housing Equalisation	Cr 20	0	Cr 17	Cr 100	Cr 137
Workways NPT Reserve	Cr 125	0	0	0	Cr 125
Environment Equalisation Reserve	Cr 604	132	29	40	Cr 403
	Cr 2,034	132	12	Cr 68	Cr 1,958
Operating Accounts					
Operating Accounts Equalisation	Cr 36	0	0	0	Cr 36
Vehicle Tracking	Cr 92	0	0	0	Cr 92
Operating Accounts -Vehicle Renewals	Cr 1,728	641	0	0	Cr 1,087
	Cr 1,856	641	0	0	Cr 1,215
Total Environment	Cr 3,890	773	12	Cr 68	Cr 3,173

SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019 £000	Original Net Reserve Movements 2019/20 £000	Changes already approved £000	Proposed changes in Period £000	Estimated Reserve Balance at 31 Mar 2020 £000
FINANCE AND CORPORATE SERVICES					
Elections Equalisation Fund	Cr 240	Cr 15	0	15	Cr 240
Health & Safety / Occupational Health	Cr 41	34	0	Cr 34	Cr 41
Development Fund for Modernisation	Cr 115	0	0	0	Cr 115
IT Renewals Fund	Cr 1,298	404	0	250	Cr 644
Corporate Equalisation Reserve	Cr 532	234	Cr 87	Cr 100	Cr 486
Building Capacity	Cr 184	0	65	Cr 65	Cr 184
Voluntary Organisation Reserve	Cr 17	7	0	Cr 3	Cr 13
Total Finance and Corporate Services	Cr 2,427	664	Cr 22	63	Cr 1,723
COUNCIL RESERVES					
Insurance Reserve	Cr 9,043	2,000	0	737	Cr 6,306
Swansea Bay City Deal	Cr 75	0	0	0	Cr 75
Income Generation Reserve	Cr 716	34	28	0	Cr 654
Member Community Fund	Cr 547	600	Cr 53	0	0
Community Resilience Fund	Cr 2,000	0	0	0	Cr 2,000
Housing Warranties	Cr 220	0	0	0	Cr 220
Fire Authority Reserve	Cr 10	21	Cr 11	0	0
Pantteg Landslip Reserve	Cr 500	0	0	0	Cr 500
Waste Reserve	Cr 393	0	0	0	Cr 393
LAWDC Contingency Reserve	Cr 1,005	0	0	0	Cr 1,005
Treasury Management Equalisation Reserve	Cr 6,826	500	0	0	Cr 6,326
ERVR - Transitional Reserve	Cr 4,818	0	0	0	Cr 4,818
Accommodation Strategy	Cr 2,274	0	0	0	Cr 2,274
Corporate Contingency	0	Cr 2,200	0	0	Cr 2,200
Schools IT Equalisation (HWB)	0	0	0	Cr 250	Cr 250
Total Council Reserves	Cr 28,427	955	Cr 36	487	Cr 27,021

SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019	Original Net Reserve Movements 2019/20	Changes already approved	Proposed changes in Period	Estimated Reserve Balance at 31 Mar 2020
	£000	£000	£000	£000	£000
JOINT COMMITTEES					
Environment Legacy Reserve (SWTRA)	Cr 60	0	0	0	Cr 60
Substance Misuse Area Planning Board	Cr 41	4	0	0	Cr 37
WB Safeguarding Board Reserve	Cr 109	0	0	0	Cr 109
Intermediate Care Pooled Fund	Cr 43	0	0	0	Cr 43
Workways Regional reserve	Cr 66	0	0	0	Cr 66
	Cr 319	4	0	0	Cr 315
TOTAL ALL REVENUE RESERVES	Cr 39,515	3,416	Cr 655	793	Cr 35,963

	Original Estimate 2019/20	Revised Estimate 2019/20	Variance 2019/20
	£'000	£'000	£'000
Opening balance 1st April	Cr 19,714	Cr 20,968	Cr 1,254
Council Tax increased income	Cr 1,000	Cr 1,000	0
Capital - Phase II Accommodation financing costs	180	180	0
Doubtful Debt Provision	200	200	0
Contributions to the Economic Development Fund	200	180	Cr 20
Community Councils Grant Scheme	25	25	0
Contribution from /to revenue	2,255	2,255	0
Estimated Closing balance 31st March	Cr 17,854	Cr 19,128	Cr 1,274

Ref	Board	Description	Lead	Main Impacts	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	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.	40	70	0	0
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 202-21 after pay protection ends	0	50	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
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. 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	0	0	0
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).	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 contribution after catering costs being £75k.	75	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
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 current Valleys Gateway proposal.	5	0	0	0
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.	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	0	0	0

Ref	Board	Description	Lead	Main Impacts	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 the local authority wholly manages as all others have been transferred to their respective community organisations or 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.	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	10	0	0	0

Ref	Board	Description	Lead	Main Impacts	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.	58	0	0	0
ELLL908	ES&C	School uniform grant	Chris Millis	WG have recently 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	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
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.	0	228	0	0
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.	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.	50	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL912	ES&C	Library service reduction	Andrew Thomas	The 19/20 saving 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 savings target of £50k down from £75k. The saving 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.	50	80	80	0
ELLL913	ES&C	Youth service reduction	Chris Millis	This proposal has been amended as the service anticipates additional grant income resulting in only minor service adjustments. It is not expected to impact on service delivery.	20	0	0	0
ELLL914	ES&C	Grant management	Andrew Thomas/ Chris Millis	To fund legitimate core costs from specific grants	60	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL915	ES&C	Schools delegated budget	Andrew Thomas/ Chris Millis	The final Budget increases the School Budget by £3.673m to £85.381 with £957 being funded from specific grant and reserves. This is £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.	845	0	0	0
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	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.	500	0	0	0
SSHH902	SCHWB	Hillside	Karen Wedmore	Generate additional income from welfare bed placements by increasing the number of beds available	200	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
SSHH903	SCHWB	Adult Social Care	Angela Thomas	Provide for assessed need in the most economical way across all of adult services.	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.	150	0	0	0
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	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.	250	0	0	0
SSHH907	SCHWB	Homecare	Angela Thomas	Re-model the Extra Care Supported Living Schemes	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	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	200	0	0	0

Ref	Board	Description	Lead	Main Impacts	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	525	0	0	0
SSHH912	SCHWB	Community Resource Team	Angela Thomas	Ongoing additional Intermediate Care Fund (ICF) grant	60	0	0	0
SSHH913	SCHWB	Supporting People	Angela Thomas	Optimise the use of the SP grant in Learning Disability services	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	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	30	0	0	0
ENVT902	S&E	Alternative car parking initiatives	Dave Griffiths	Increased income from Neath BID or usage.	10	0	0	0
ENVT903	S&E	E&T cost saving	Dave Griffiths	Staff savings via ERVR	49	0	0	0
ENVT904	S&E	Highways Development Control	Dave Griffiths	Income generation via permitting watercourses etc.	10	0	0	0
ENVT905	S&E	Car Parking Permits	Dave Griffiths	Increased Income from sale of permits to police and schools in Neath	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.	50	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ENVT907	S&E	Road Safety and Business Performance	Dave Griffiths	Reduce budget for Supplies & Services	9	0	0	0
ENVT908	R&SD	Increased Rental Income	Simon Brennan	Pontardawe One Stop Shop rental income	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	25	0	0	0
ENVT910	R&SD	Port Talbot Civic Centre	Simon Brennan	Remove security at night in Civic Buildings	50	0	0	0
ENVT911	R&SD	Estates section	Simon Brennan	Reduction in staff costs to cover Gypsy and Traveller Site	20	0	0	0
ENVT912	R&SD	Investment Income	Simon Brennan	Consolidate various income sources from filming, land fees etc.	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	40	0	0	0
ENVT914	R&SD	Income generation	Nicola Pearce	Introduce Food Hygiene Income Target associated with food premises re-scores	8	0	0	0
ENVT915	R&SD	Reduce Subscriptions	Nicola Pearce	Cancel TS Link subscription and rely instead on alternative means of intelligence gathering	4	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
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 eg treatment of rats from £40 for 3 visits to £120 for 3 visits.	50	0	0	0
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.	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.	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	11	0	0	0
CORP577	CAB	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.	30	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP702	CAB	ICT Staff reductions	Steve John	Development capacity will fall and service requests will take longer to effect. Income generation and/or collaborative opportunities may offset some job losses/service issues. A number of posts are funded from reserves, which will be exhausted by March 2020	160	160	0	0
CORP801	CAB	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.	120	0	0	0
CORP901	CAB	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	25	0	0	0
CORP902	CAB	Reduce management cost	Karen Jones	Management review following staff turnover	25	30	30	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP903	CAB	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	0	36	30	0
CORP904	CAB	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	0	0	30	50
CORP905	CAB	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	0	0	40	80

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP906	CAB	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.	0	20	40	60
CORP907	CAB	HR Non staff savings	Sheenagh Rees	Reduce expenditure on printing, postage, books, stationery, and conference fees, by moving to digital services and solutions	6	0	0	0
CORP908	CAB	HR staff savings	Sheenagh Rees	Pilot project to automate tasks in the Employment support team, to enable deletion of vacant posts from the structure	6	0	0	0
CORP909	CAB	Corporate services staff savings	Craig Griffiths	Savings following internal promotion of staff	18	0	0	0
CORP910	CAB	Legal non staff saving	Craig Griffiths	Reduction in Online Resource - contract end April 2019	6	0	0	0
CORP911	CAB	Remove annual contribution to Member Development Reserve	Karen Jones	The reserve balance of £115k is sufficient to meet anticipated future use.	5	0	0	0
CORP912	CAB	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	6	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
OTH	CAB	Insurance charge	All	Reduction in total cost of insurance management, premiums and claims	500	0	0	0
					5,803	719	295	190