

Document Pack



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TUESDAY 22ND DECEMBER 2015

TO: ALL MEMBERS OF THE POLICY & RESOURCES SCRUTINY COMMITTEE

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **POLICY & RESOURCES SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE CHAMBER, 3 SPILMAN STREET, CARMARTHEN AT 10:00AM ON WEDNESDAY 6TH JANUARY 2016, FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James

CHIEF EXECUTIVE



PLEASE RECYCLE

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POLICY & RESOURCES SCRUTINY COMMITTEE

13 MEMBERS

PLAID CYMRU GROUP – 5 MEMBERS

- | | | |
|----|------------|------------------------|
| 1. | Councillor | G. Davies (Vice-Chair) |
| 2. | Councillor | J.K. Howell |
| 3. | Councillor | A. Lenny |
| 4. | Councillor | D. Price |
| 5. | Councillor | D.E. Williams |

INDEPENDENT GROUP – 4 MEMBERS

- | | | |
|----|------------|-------------------------|
| 1. | Councillor | T. Bowen |
| 2. | Councillor | W.J.W. Evans |
| 3. | Councillor | A.G. Morgan |
| 4. | Councillor | D.W.H. Richards (Chair) |

LABOUR GROUP – 4 MEMBERS

- | | | |
|----|------------|--------------|
| 1. | Councillor | D.M. Cundy |
| 2. | Councillor | J.S. Edmunds |
| 3. | Councillor | A.W. Jones |
| 4. | Councillor | J. Williams |

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTEREST
3. DECLARATION OF PROHIBITED PARTY WHIPS
4. PUBLIC QUESTIONS (NONE RECEIVED)
5. FORTHCOMING ITEMS 5 - 8
6. REVENUE BUDGET STRATEGY CONSULTATION 2016/17 TO 2018/19 9 - 50
7. FIVE YEAR CAPITAL PROGRAMME – 2016/17 - 2020/21 51 - 66
8. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT 67 - 68
9. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 25TH NOVEMBER 2015 69 - 76

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**POLICY & RESOURCES
SCRUTINY COMMITTEE
6th JANUARY 2016**

**Forthcoming items for next meeting –
Wednesday, 3rd February 2016**

Discussion Topic	Background
<p>Combined Spend on Private Sector and Third Sector Services – TIC review</p>	<p>At its work programme planning session held on the 11th May, the Committee requested that the outcomes of these reviews be reported to the Committee. An update on both reviews was deferred from the November 2015 meeting and will now be presented as a combined report.</p> <p>At its meeting held on the 30th April 2015, the Committee also requested that the Community Scrutiny Committee be invited to consider the Third Sector Services element.</p>
<p>Compliance Strategy for Welsh Language Standards</p>	<p>The Council is required to develop a Compliance Strategy for the new Welsh Language Standards. This item will provide the Committee with an opportunity to input into the development of the Strategy before it is agreed by the Council.</p>
<p>ICT Strategy Update</p>	<p>The Committee was consulted during 2014/15 on the development of this strategy and has a key role to play in monitoring the progress being made in terms of rolling it out. This item will also include an update on email usage and monitoring.</p>
<p>Procurement Annual Report 2014/15</p>	<p>The Committee monitors the progress being made in this area and this report will provide members with an overview of the function's work during 2014/15.</p>

Discussion Topic	Background
Treasury Management Policy & Strategy 2016/17	This item will enable members to consider and endorse the content of the Treasury Management Policy and Strategy for 2016/17. This information will form the basis of this Committee's role in scrutinising the activity and function during the forthcoming financial year.
Well-being of Future Generations (Wales) Act 2015 (including LSB Review)	This Bill introduced in 2014 (previously the Sustainable Development Bill), is seen by Welsh Government as an opportunity to help tackle the generational challenges Wales faces in a more joined up and integrated way – ensuring Welsh public services make key decisions with the long term well being of Wales in mind. This item will also provide the Committee with an opportunity to have sight of the review of the current Local Service Board and provide feedback prior to any final decisions on the way forward being taken.
Treasury Management 2015/16 (Q3)	This report will outline the Treasury Management activities undertaken during the period 1st April to 31st December 2015.
Budget Monitoring 2015/16	This is a standard item which allows members to undertake their monitoring role of the departmental and corporate budgets.

As requested by members of the Committee at its meeting in February 2014, the latest version of the Committee's Forward Work Programme is included with the forthcoming items (on next page).

Policy & Resources Scrutiny Committee – Forward Work Programme 2015/16 (as at 22nd December 2015)

11 June 2015	24 July 2015	5 October 2015	25 November 2015	6 January 2016	3 February 2016	16 March 2016	22 April 2016
Revised Corporate Strategy	EOY Performance / Monitoring 2014/15	TIC Review (Wales Audit Office report)	Spend on external expertise – to include legal expertise. (Annual Report)	3-year Revenue Budget Consultation 2016/17 to 2018/19	Combined Spend on Private Sector and Third Sector Services – TIC review	Tackling Poverty Action Plan	Asset Transfer Annual Report
Draft CCC Improvement Plan 14/15 and Annual Report 13/14	EOY Budget Monitoring 2014/15	Budget Monitoring 2015/16	Welsh Language Skills Strategy	5-year Capital Programme Consultation 2016/17 to 2020/21	Compliance Strategy for Welsh Language Standards	LSB Annual Report 2015	Council's Engagement Mechanisms (T&F Monitoring)
P&R Scrutiny Committee Forward Work Programme 2015/16	Treasury Management Annual Report 2014/15	Carmarthenshire Ageing Well Plan	Welsh Language Scheme Annual Report 2014/15		ICT Strategy (including e-mail usage and monitoring)	Revised Procurement Strategy	TIC Annual Review 2015
P&R Scrutiny Committee Annual Report 2014/15	Treasury Management 2015/16 (Q1)		Draft Strategic Equality Plan 2016-20		Treasury Management Policy & Strategy 2016/17	Budget Monitoring 2015/16	People Strategy – monitoring report
	Strategic Equality Plan Annual Report 2014/15		Treasury Management 2015/16 (Q2)		Treasury Management 2015/16 (Q3)	Asset Management Plan	
Page 7	Actions & Referrals Update		Budget Monitoring 2015/16		Well-Being of Future Generations (Wales) Act 2015 (including LSB Review)	Actions & Referrals Update	

Policy & Resources Scrutiny Committee – Forward Work Programme 2015/16 (as at 22nd December 2015)

1 June 2015	24 July 2015	5 October 2015	25 November 2015	6 January 2016	3 February 2016	16 March 2016	22 April 2016
			Performance / Monitoring 2015/16 Quarter 2		Procurement Annual Report 2014/15		
			Actions & Referrals Update		Budget Monitoring 2015/16		

POLICY & RESOURCES SCRUTINY COMMITTEE 6th JANUARY 2016

Revenue Budget Strategy Consultation 2016/17 to 2018/19

Appendix A – Corporate Budget Strategy 2016/17 to 2018/19

Appendix A(i) – Efficiency summary for the Chief Executive (excluding Regeneration) and Corporate Services departments

Appendix A(ii) – Growth Pressures summary for the Chief Executive (excluding Regeneration) and Corporate Services departments

Appendix B – Budget extracts for the Chief Executive (excluding Regeneration) and Corporate Services departments

Appendix C – Charging Digest for the Chief Executive (excluding Regeneration) and Corporate Services departments

To consider and comment on the following issues:

- Members consider and comment on the budget strategy proposals
- Members consider and comment on the proposals for delivery of efficiency savings for their service area identified in Appendix A(i)
- Members are also invited to bring forward any other proposals for efficiency savings
- Members examine the Departmental Budgets
- Members endorse the Charging Digests
- That members formulate views for submission to the Executive Board for consideration

Reasons:

The Executive Board at its meeting on 16th November 2015, considered the attached Revenue Budget Strategy 2016/17 to 2018/19 (Appendix A) and endorsed the report for consultation purposes. A verbal update will be given at the Committee's meeting in relation to any changes or specific proposals made by the Executive Board, if appropriate.

To be referred to the Executive Board for decision: YES

Executive Board Member Portfolio Holders:

- Cllr. David Jenkins (Resources)
- Cllr. Mair Stephens (Human Resources, Efficiencies & Collaboration)
- Cllr. Pam Palmer (Communities)

Directorate: Corporate Services	Designation:	Tel No. / E-Mail Address:
Name of Head of Service: Owen Bowen	Interim Head of Financial Services	01267 224886 obowen@carmarthenshire.gov.uk
Report Author: Owen Bowen		

EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE 6th JANUARY 2016

Revenue Budget Strategy Consultation 2016/17 to 2018/19

The objective of the report is to allow members to consider the corporate budget strategy for the financial years 2016/17 to 2018/19 to consider the service delivery impact and options for the forthcoming years.

The report is set out as follows:-

Appendix A

- The attached report is a copy of the Revenue Budget Strategy 2016/17 to 2018/19 that has been presented to the Executive Board. As part of the budget consultation process the report is presented to this Scrutiny Committee for your consideration.
- The report provides members with an initial view of the revenue budget issues for the forthcoming year and also reflects departmental submissions.

Appendix B

Budget extracts for the Chief Executive (excluding Regeneration) and Corporate Services departments, which incorporate the initial Efficiencies/Service rationalisation proposals already reflected in the budget for consultation.

Appendix C

Charging Digest for the Chief Executive (excluding Regeneration) and Corporate Services departments. The charges for 2016-17 have yet to be adopted and any change to the proposed charges will impact on the budget/efficiency proposals.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: **Owen Bowen** Interim Head of Financial Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	NONE	YES	NONE	NONE	NONE	NONE

1. Policy and Crime & Disorder

The budget is being prepared having regard to the Improvement Plan.

3. Finance

The report provides an initial view of the Budget Strategy for 2016/17, together with indicative figures for the 2017/18 and 2018/19 financial years. The impact on departmental spending will be dependent upon the provisional and final settlements from Welsh Government, and the resultant final Budget adopted by County Council.

Current projections indicate an increase in the validated budget of £10.834m, before offsetting the potential efficiency savings.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Owen Bowen Interim Head of Financial Services

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. Relevant Partners – Consultation with relevant partners will be undertaken and results will be reported during the budget process.

4. Staff Side Representatives and other Organisations – Consultation with other organisations will be undertaken and results will be reported during the budget process.

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
2016/17 3-year Revenue Budget	Corporate Services Department, County Hall, Carmarthen

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REPORT OF DIRECTOR OF CORPORATE SERVICES
POLICY AND RESOURCES SCRUTINY COMMITTEE

6th January 2016

REVENUE BUDGET STRATEGY 2016/17 to 2018/19

(Copy of Executive Board report 16/11/15)

HEAD OF SERVICE & DESIGNATION.	DIRECTORATE	TELEPHONE NO.
O Bowen, Interim Head of Financial Services	Corporate Services	01267 224886
AUTHOR & DESIGNATION	DIRECTORATE	TELEPHONE NO
O Bowen, Interim Head of Financial Services	Corporate Services	01267 224886

1. INTRODUCTION

- 1.1.** Executive Board in September 2015 received a report on the Revenue Budget Outlook for 2016/17 to 2018/19 which appraised members of the financial outlook and the proposals for taking forward the budget preparation for the three year period.
- 1.2.** Due to the lateness of the outcome of the Comprehensive Spending review, the current timetable for the announcement of the Provisional and Final Settlements are as follows:
- Comprehensive spending review due 25th Nov 2015.
 - Welsh Government (WG) setting provisional budget 8th December 2015
 - Provisional Local Government Settlement 9th December 2015
 - WG publish final budget 1st March 2016
 - WG Publish Final Local Government Settlement 2nd March 2016
 - WG move Final Welsh Budget 2016-17 for debate 8th March 2016
 - WG Move Final Settlement for Debate 9th March 2016
 - Indicative deadline for Authorities to set Council Tax for 2016/17 financial year: 10th March 2016
- 1.3.** Accordingly therefore, this report provides Members with the current view of the Revenue Budget for 2016/2017 together with indicative

figures for the 2017/2018 and 2018/2019 financial years. The report is based on officers projections of spending need and potential settlement with no forward indicators being provided by WG. It also reflects the current departmental submissions for savings proposals.

- 1.4. Whilst significant work has already been undertaken in preparing the budget, this is only an initial position statement which will be updated over the coming months the budget will be further developed as figures are reviewed, and the settlement becomes known.
- 1.5. The report is broken down into 5 parts:
 - Funding Projections
 - Budget Requirement
 - Impact on the Authority's budget requirement
 - Consultation
 - Conclusion
 - Recommendations

2. PROVISIONAL SETTLEMENT

- 2.1. As outlined in paragraph 1.2 the Welsh Government will not be setting their own provisional budget until 8th December 2015, so it will be the 9th December 2015 before the provisional settlement will be announced. Despite the announcement of the Comprehensive Spending Review, it is understood that is the Welsh Governments intention to provide figures for 1 year only i.e. 2016/17.
- 2.2. In the absence of indicative Aggregate External Funding figures from Welsh Government the base model reflects 3.3% reductions in each of the three years. This is based on the letter received from Welsh Government in June 2014 suggesting that it would be prudent to assume that the current trends in Local Government funding will continue. It remains difficult to predict what the final outcome will be from the current spending review and how WG chose to allocate the funds available to them between Health and Local Government. As a guide each 1% reduction in funding equates to some £2.5m.
- 2.3. For Carmarthenshire a 3.3% reduction in the provisional settlement equates to £8.3m.
- 2.4. During the course of the current National Assembly term, the Council has met the commitment to fund schools at 1% above the level of funding received by WG from the UK government. From 2016-17 onwards, the MTFP assume no service protection, and therefore schools will need to absorb reductions in line with other service areas.

- 2.5. Service specific Grants within the current year's budget stands at £107m and it is assumed that this level will be maintained during the three year period of the model

3. BUDGET REQUIREMENT 2016-2017

3.1. Current Years performance (2015/2016)

3.1.1. As the Authority's core spending requirements remains constant year on year, a review of current year's performance is important in identifying whether there are any underlying problems within the base budget

3.1.2. The current projection for the Revenue Outturn for 2015/16 (based on the August 2015 monitoring) is as follows

Service	Approved Budget £'000	Total Expenditure Forecast £'000	Variance Forecast For Year £'000
Chief Executive	10,600	11,178	578
Education and Children's Services	159,427	160,476	1,049
Corporate Services	22,914	22,799	-115
Communities	90,856	91,500	644
Environment	45,598	45,749	151
Departmental Expenditure	329,395	331,702	2,307
Cont from Dept/Earmarked Reserves		-1,121	-1,121
Capital Charges	-3,535	-4,535	-1,000
Pensions Reserve Adjustment	-5,085	-5,085	0
Levies and Contributions	9,214	9,214	0
Outcome Agreement Grant	-570	-570	0
Transfer to/ from Reserves	-1,198	-1,198	0
Net Expenditure	328,221	328,407	186

The departmental overspends are primarily as a result of delays in the delivery of savings proposals put forward for 2015-16, and a review of the savings proposals that were agreed in February 2015 has identified that some £1.5 m of the original proposals for 2015-16 are at risk of not being delivered/not being delivered in full:

The Education and Children's Services department is facing pressure due in the main to school based EVR and redundancy costs, and whilst the department can meet the bulk of these pressures through a transfer from its departmental reserves in the current year, this will not be available in future years.

The Authority is currently forecasting a variance of £186k at the year-end that will have to be met from General Balances.

In considering next year’s budget, the current strategy assumes that departments will actually deliver/make good those savings proposals adopted for 2015/16 by the commencement of the next financial year.

3.2. Validation

3.2.1. Validation reflects the changes in expenditure requirements to deliver the **current level** of services in future years. Primarily this is inflation, but also includes some service specific changes. The key validation factors are as follows:

	<u>2016/17</u> <u>Original</u>	2016/17 Proposed	2017/18	2018/19
General inflation	1.8%	0.6%	1.4%	1.8%
Electricity	5.0%	3.0%	3.0%	3.0%
Gas	5.0%	3.0%	3.0%	3.0%
Fuel	5.0%	-12.5%	3.0%	3.0%
Pay Inflation - non teaching	1.5%	1.0%	1.0%	1.0%
Pay Inflation - Teaching	1.5%	1.0%	1.0%	1.0%
Levies	0.0%	0.0%	0.0%	0.0%
Pension Contributions	£291k	£297k	£309k	£312k
Teachers Superannuation	£575k	£575k		
Employers NI Changes	£3,700k	£4,100k		
Auto Enrolment			£1,600k	
Capital Charges	£250k	-	£250k	£250k
Main service Specifics:				
County Elections	£70k	£70k	£230k	-£300k
Adj to pay scales starting salary	£118k	£118k	-	-

3.2.2. Under the Local Authorities (Capital Finance and Accounting)(Wales)(Amendment) Regulations 2010 [the Amendment Regulations] the authority is required to make an annual provision from revenue to contribute towards the reduction in its overall borrowing requirement at a rate that it considers to be prudent and having regard to the guidance issued. The Budget Strategy has been prepared based upon the Regulatory Method for supported borrowing in which the calculation is based on 4% of the opening Capital Financing Requirement and the Asset Life Method for the Unsupported Borrowing e.g. Modernising Education Provision and Fleet replacement.

3.2.3. The most significant specific validations over the three year period remain the changes in the Employers NI rates from April

2016, when defined benefit contracting out will be abolished. The consequence of this is that contracted out employers will stop receiving National Insurance rebate and instead pay the same NI rate as all other employers.

- 3.2.4. There is a clear risk to the Budget Strategy that departments may find it difficult to manage their expenditure within these parameters, especially where the inflationary increases have been applied by service providers. This risk is something that will require close monitoring during the year.
- 3.2.5. In line with the Chancellors announcement relating to Public Sector pay, the Budget as constructed makes provision for an annual pay award of 1% in each of the financial years.
- 3.2.6. Whilst recognising that we meet the national Living Wage requirement in year 1, it should be recognised that the MTFP makes no provision for further increases above the assumed inflation rises for future years.
- 3.2.7. In total, validation adds £7.8m to the current year's budget.

3.3. Cost reduction Programme

- 3.3.1. In anticipation of the unprecedented reductions in this settlement round, significant work in identifying further service efficiencies/rationalisation proposals has been undertaken. Accordingly departments have developed a range of proposals, and these efficiencies are included in **Appendix A** of this report.

3.3.1.1. The efficiency proposals are categorised as follows:

Managerial – Efficiencies that result in no perceivable change to the overall level of service delivery but may in some instances affect quality of service provided

Policy – Efficiency or service rationalisation proposals that will directly affect service delivery.

	2016/17 £m	2017/18 £m	2018/19 £m
Managerial	6,307	3,347	2,357
Existing Policy	554	806	300
New Policy	6,835	7,418	8,302
Total	13,696	11,571	10,959

(Detail at **Appendix A**)

- 3.3.2. The summary sheet at Appendix A sets out the savings targets set for individual departments and the value of savings currently

identified. Work is still on-going within services departments to identify further proposals so that their targets are met in each of the financial years.

- 3.3.3. As in the previous budget round, an exercise is being undertaken to obtain 'expressions of interest' from staff who may be interested in voluntary severance/early retirement as well as other flexible working options. Managers are currently considering the applications received to identify those that can contribute to the budget strategy.

3.4. New Expenditure Pressures

- 3.4.1. New expenditure pressures are the combination of additional cost to meet existing service needs e.g. increased client base/greater service take up and the costs of meeting change in service provision e.g. policy changes.
- 3.4.2. In the setting of the current financial year's budget, a total sum of £4.9m was allocated to services, of which £4.1m was allocated to Social Care.
- 3.4.3. The original budget outlook for 2016-17 and 2017-18 contained a sum of £3m per annum to meet growth pressures, and the same provision for growth is currently reflected in the 2018-19 indicative budget.
- 3.4.4. Initial growth bids of £3.7m have been submitted by departments against this sum of £3m in relation to 2016-17. Detail at Appendix B
- 3.4.5. No prioritisation or allocation of the £3m contained within the budget proposals has been made at this stage. This will be considered at the budget finalisation stage.

3.5. Internal Funding

- 3.5.1. Generally speaking whilst the use of reserves to support annual budgets should not be summarily discounted, it must be treated with caution. Funding on-going expenditure from such funds merely defers and compounds difficult financial problems to the following year. One-off items of expenditure within any budget proposal lend themselves better for such funding support.

3.5.2. In deliberating this point however, members must bear in mind any **inherent risks** that may be built into the budget strategy. These include:

- Final WG budget not being published until 2nd March 2016, and Final Settlement not being moved for debate until 9th March 2016
- 2015 Challenging Efficiency targets
- Future inflation/interest rates
- Current economic climate continuing
- Additional pressure on demand lead Services
- No indicative figures for future year's settlements have been provided by Welsh Government therefore there is the potential for the overestimation of the future settlements.

3.5.3. The following table summarises the main categories of reserves held by the Authority.

	1 st Apr 2015 £'000	31 st Mch 2016 £'000	31 st Mch 2017 £'000	31 st Mch 2018 £'000	31 st Mch 2019 £'000
Schools Reserves	3,940	1,801	1,201	351	0
General Reserves	8,500	8,245	8,245	8,245	8,245
Earmarked Reserves	72,002	52,476	45,301	38,261	40,153

3.5.4. School Reserves

3.5.4.1. Schools have delegated responsibility for the management of their own finances. The level of reserves held by an individual school at any point in time will depend on a number of factors including the level of contingency fund that the school governing body considers appropriate, and the particular plans each school has for expenditure. Officers have yet to be informed of any transfers to/from these reserves by individual schools for future years.

3.5.4.2. Legislation allows schools to carry forward reserves from one financial period to another. The School Funding (Wales) Regulations 2010 requires schools to limit their accumulated reserves at year end to £50,000 for Primary Schools and £100,000 for Secondary and Special Schools or 5% of their budget dependant on what is greater. School Improvement officers are currently working with schools to ensure they comply with the guidance. As at 31st March 2015, 22 schools were in deficit and 23 schools held surplus balances in excess of the £50k/£100k threshold.

3.5.5. General Reserves

3.5.5.1. In the changeable and challenging environment currently facing Local Government the Authority is committed to maintaining a reasonable level of General reserves or Balances. Whilst there is no prescribed minimum level for Balances, Council has previously deemed 3% of net expenditure as being a prudent level, which has been accepted by our Auditors as being reasonable

3.5.5.2. The overall level of balances is taken into consideration each year when the annual budget is set and has on occasions been utilised to augment expenditure/reduce council tax. Whilst the 2016-2017 budget was set on the basis of a transfer of £138k from General Reserves, with the October monitoring forecasting and end of year overspend, there could be draw of £324k.

3.5.5.3. Given the likely draw on this reserve in the current year therefore it is deemed imprudent at

this stage to assume any further support for future years budgets from the current General Reserves.

3.5.5.4. Taking account of these changes the average level of the general reserves is forecasted to be around 2.5% of net expenditure during 2016/17.

3.5.6. Earmarked Reserves

3.5.6.1. The Authority holds earmarked reserves which have been set up to finance the delivery of specific projects, or in protecting the authority against future liabilities or issues. The reserves can be summarised as follows:

Reserve	31 March 2015	31 March 2016	31 March 2017	31 March 2018	31 March 2019
	£'000	£'000	£'000	£'000	£'000
Insurance	9,625	9,425	9,225	9,225	9,225
Capital Funds	28,063	21,386	21,331	16,834	19,187
Development Fund	899	304	440	637	816
IAG/OAG	3,246	1,328	1,328	1,328	1,328
Corporate Retirement Fund	4,158	2,766	971	0	0
Joint Ventures	1,591	1,760	1,940	2,120	2,300
Other	24,420	14,507	10,066	8,117	7,297
TOTAL	72,002	52,476	45,301	38,261	40,153

3.5.6.2.As can be seen from the table above the level of earmarked reserves fluctuates greatly year on year, and whilst the level in each fund is not an exact science it is based on an informed estimate and past experience of the likely call on the authority in future years in line with the intended purpose of each reserve. Great care must therefore be taken when considering utilising such funds for purposes other than those which they were created as this could lead to the authority being faced with substantial unfunded liabilities in the future

3.5.6.3.The budget proposals assume a sum of £200k per annum being transferred from the Insurance Reserve to support the revenue budget in 2016/17 and 2017/18.

3.5.6.4.A further analysis of the reserves held will be undertaken over the coming months with any further proposed utilisation being considered at the budget finalisation stage.

3.5.6.5.Taking account of the proposals within this report, including the use of reserves, the Director of Corporate Services confirms that overall the estimated level of financial reserves (as indicated above) is adequate for the financial year 2016/17, with the General Reserves being at the minimum that could be supported.

4. IMPACT ON THE AUTHORITY'S BUDGET STRATEGY

- 4.1.** The table below provides an updated position on the current financial outlook taking account of our projection for the provisional settlement and also other recent validation changes, including the latest pay offer made by the national employers.
- 4.2.** As previously referred to in the report, no indicative or provisional settlement figures have been provided by Welsh Government for 2016-17 as yet, and therefore the estimated figures included in the financial model are only based on officers current projections.
- 4.3.** Current Financial Outlook (updated for the Provisional Settlement):

	Current MTFP		Financial Model		
	2016/17 £'000	2017/18 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Previous Year's Budget	329,991	324,969	329,991	324,967	321,271
General Inflation	1,831	2,095	665	1,745	2,027
Pay Inflation	2,961	2,868	2,263	2,270	2,246
Other	4617	1,582	-582	-140	0
Growth	3,000	3,000	3,000	3,000	3,000
Teachers Superannuation			575		
Employers NI/Auto Enrolment			4100	1600	
Original & approved PBB Proposals	-18,201	-13,811			
Net Expenditure	324,199	320,703	340,012	333,442	328,544
Revenue Settlement	-244,149	-236,093	-244,149	-236,093	-228,302
Council Tax Receipts	-80,050	-84,610	-80,051	-84,607	-89,421
Shortfall	0	0	-15,812	-12,742	-10,821
Savings Proposals to date			-13,696	-11,571	-10,959
Balance / To be identified			-2,116	-1,171	138

4.4. The total cost reductions now required for 2016/17 is £15.8m and for the 3 year period are estimated at £39.4m.

4.5. Over the three years there is currently a shortfall of £3.1m if all the savings proposals identified are delivered, of which £2.1m relates to 2016/17.

5. CONSULTATION

Budget consultation has been planned for the coming months and a summary of the individual approaches are as follows:

5.1. Members seminars. (November and December 2015)

5.2. The consultation process will commence online from the 18th November 2015.

5.3. The public and commercial ratepayers consultation will be supported by roadshows across the county as follows:

Wednesday 25 November:

11am – 2pm Carmarthen Market outside Clock Tower
4pm – 6pm – Carmarthen Leisure Centre

Friday 4 December

11am – 1pm - Ammanford Market
4pm – 6pm – Tesco, Ammanford

Thursday 10 December

11am – 2pm - St Elli Shopping Centre, Llanelli

3pm – 6pm Llanelli Library

- 5.4. Consultation with Scrutiny Committees during November and December
- 5.5. 'Insight' youth conference in November 2015.
- 5.6. Consultation with the Schools Budget Forum in November 2015
- 5.7. Trade Union Consultation December 2015/January 2016

6. CONCLUSION

- 6.1. Currently there is a shortfall of £3.1m over the three financial years, assuming delivery of all of the £36.2m savings proposals currently submitted.
- 6.2. Further cost reductions need to be identified to deliver a balanced budget in the first two financial years
- 6.3. The current budget proposals assume a Council Tax increase of 5% in each financial year. A 1% movement in the Council Tax rise equates to +/-£760k

7. RECOMMENDATION

- 7.1. Note the contents of the report and approve as a basis for consultation on the three year budget strategy, and specifically seek comments from consultees on the efficiency proposals in Appendice A.
- 7.2. Give consideration as to what additional savings proposlas can be identified to deliver a balanced budget in each of the three financial years

POLICY RESOURCES SCRUTINY COMMITTEE 6TH JANUARY 2016
Revenue Budget Strategy Consultation 2016/17 to 2018/19
(Extract of Revenue Strategy Report to Executive Board 16/11/15)

27 November 2015

	Targets issued to Departments				CURRENT PROPOSALS				VARIANCE on Targets			
	2016/17	2017/18	2018/19	Total	2016/17	2017/18	2018/19	Total	2016/17	2017/18	2018/19	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	882	829	266	1,978	863	365	429	1,657	-19	-464	163	-321
Education	1,072	411	1,014	2,497	1,073	420	225	1,718	1	9	-789	-779
Schools Delegated	5,500	6,000	6,780	18,280	5,500	6,000	6,780	18,280	0	0	0	0
Corporate Services	1,161	523	186	1,870	777	401	568	1,746	-384	-122	382	-124
Community Services	5,079	3,213	1,657	9,949	3,444	2,629	2,053	8,126	-1,635	-584	396	-1,823
Environment	2,117	1,766	917	4,801	2,039	1,756	904	4,699	-78	-10	-13	-102
	15,812	12,742	10,821	39,375	13,696	11,571	10,959	36,226	-2,116	-1,171	138	-3,149



MANAGERIAL					EXISTING POLICY PROPOSALS				NEW POLICY PROPOSALS				TOTAL PROPOSALS			
	2016/17	2017/18	2018/19	Total	2016/17	2017/18	2018/19	Total	2016/17	2017/18	2018/19	Total	2016/17	2017/18	2018/19	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	863	365	429	1,657	0	0	0	0	0	0	0	0	863	365	429	1,657
Education	453	130	125	708	250	50	0	300	370	240	100	710	1,073	420	225	1,718
Schools Delegated				0	0	0	0	0	5,500	6,000	6,780	18,280	5,500	6,000	6,780	18,280
Corporate Services	752	401	568	1,721	25	0	0	25	0	0	0	0	777	401	568	1,746
Community Services	2,912	1,859	775	5,546	214	250	300	764	318	520	978	1,816	3,444	2,629	2,053	8,126
Environment	1,327	592	460	2,379	65	506	0	571	647	658	444	1,749	2,039	1,756	904	4,699
	6,307	3,347	2,357	12,011	554	806	300	1,660	6,835	7,418	8,302	22,555	13,696	11,571	10,959	36,226

<u>New strands of savings:</u>	2016/17	2017/18	2018/19	Total
	£000	£000	£000	£000
1. Collaborate to save	45	10	25	80
2. New ways of working to save	7,988	7,613	8,731	24,332
3. Re-structure to save	1,440	832	724	2,996
4. Specification to save	3,860	2,689	968	7,517
5. Invest to save	363	373	357	1,093
6. Transformation, innovation and challenge	0	54	154	208
	13,696	11,571	10,959	36,226

Department	2016-17 Proposed	2017-18 Proposed	2018-19 Proposed	Total	EFFICIENCY DESCRIPTION	Strand of Saving 1 - 6
	£000	£000	£000	£000		

Chief Executive

Chief Executive						
Printer Rationalisation	109	0	0	109	Printer Rationalisation	2
Health & Safety	85	100	35	220	Restructuring of Health & Safety function within the authority to yield savings from a reduction in expenditure on external contractors and eliminate duplication of Health & Safety Management	2
Carbon Tax	140	0	0	140	Charging Schools and Housing Revenue Account for their properties consumption of Carbon Tax	2
Chief Executive & Support Services	30	0	0	30	Reduction in Support Services budget for Chief Executive's office.	3
Total Chief Executive	364	100	35	499		

People Management & Performance

Human Resources	40	0	40	80	Severance	3
Learning & Development	40	40	35	115	Realignment and reduction in course fees by collaborating with other local users	2
Total People Management & Performance	80	40	75	195		

Customer Focus & Policy

Registrars	12	13	4	29	Increased income and reduced overtime	2
Communications - Press	25	0	46	71	Service Review	3
Net Customer Services	18	18	0	36	Transfer of part of service covered by Senior Manager i.e Careline to Communities, and rest of service to be realigned	3
Direct Communications	10	35	4	49	Increased income	2
Net Policy	20	0	35	55	Reduction in projects & activities and additional income	2
Customer Service Centres	20	20	65	105	Service review and potentially reducing opening times. Also a possibility of moving to an 'appointments only' service with as much traffic as possible encouraged towards online self-service, or failing that, to the telephone, and wider distribution of simple services, eg blue bag provision, via libraries and other possible outlets	2
Contact Centre	55	30	5	90	Service review which will result in increased use of 'self help' via council website, increase in telephone call traffic arising from further reductions in CSC opening hours, plus introduction of appointments only CSC service (appointments made via contact centre)	2
Performance Management	30	30	5	65	2016-17 - Maintenance agreement on GIS software to cease with implementation of new in-house developed GIS application (Planweb); 2017-18& 2018-19 Income generation from provision of Performance Management software to other Authorities	2
Total Customer Focus & Policy	190	146	164	500		

Administration & Law

Departmental - Legal	6	12	0	18	2016/17 - £2k Reduction in Printing; £2k - Other Hired and Contracted Services; £2k - Staff Travelling. 2017/18 - £10k - Reduction in working hours; £2k - Reduction in costs of Practising Certificates	2
Land Charges	20	0	0	20	2016/17 - £20k - Reductions in costs of Land Charges software;	2
Net Departmental Administration	6	6	3	15	2016/17 - Further £6k reduction in stationery budget; 2017/18 - £3k Other Hired and Contracted Services; £3k Reduction in printing	2
Corporate Management	2	2	0	4	2016/17 - £2k Advertising; 2017/18 - £2k Printing; £2k	2
Democratic Process	17	7	0	24	2016/17 - £4k - Reduction in Conferences; £5k - Reduction in members travelling budget based on previous years claims; £2k Reduction in fuel; £3k - Reduction in Civic vehicles from 2 to 1; £1k - Reduction in newspapers and books; £2k - Reduction in spend on refreshments for meetings 2017/18 - £1k - Further reduction in fuel; £2k - remaining balance on Civic vehicle; £4k - Reduction in spend on Conferences	2
Departmental Democratic	0	0	20	20	2018/19 - Possible Reduction in Working hours/VER	3
Total Administration & Law	51	27	23	101		

Department	2016-17 Proposed	2017-18 Proposed	2018-19 Proposed	Total	EFFICIENCY DESCRIPTION	Strand of Saving 1 - 6
	£000	£000	£000	£000		
Corporate Services						
Finance						
Accountancy	87	127	186	400	2016-17 £57k Structure Realignments, £30k NI savings Car leasing scheme; 2017-18 £30k NI savings Car leasing scheme, £97k structure realignment. 2018-19 Structure realignment	3
Council Tax	10	0	0	10	Girobank charges - savings on fees	2
Cashiers	20	0	0	20	Security Plus - new contract and collection arrangements	2
Revenues	35	0	0	35	Restructure of Fraud Team	3
Revenues	32	0	0	32	Controls - Team leader post	3
Revenues	32	0	0	32	Recovery/Debtors - realignment	3
Payments	45	0	0	45	Structure Realignment	3
Total Financial Services	261	127	186	574		
Audit, Risk & Procurement						
Audit, Risk & Procurement	0	33	57	90	Structure Realignments	3
Total, Audit Risk & Procurement	0	33	57	90		
Information Technology						
Information Technology	103	100	95	298	2016/17 Removal of 2 FTE (£103k) . 2017/18 & 2018/19 Savings from collaboration with Pembs	3
Corporate Network	100	0	0	100	2016/17 Reduction in Corporate Network Budgets by up to £100K but also seek initiatives from across the Division	2
IT Operational	216	0	100	316	2016/17 Reduce IT Operational codes by up to £200K but also seek initiatives across the Division. 2018-19 savings from collaboration with Pembs.	2
Total Information Technology	419	100	195	714		
Corporate Property						
Admin Buildings	25	141	130	296	Savings on building running costs: £15k Sale of 1 & 2 Spilman St, £10k Sale of Coleshill Sale of Nurses home and Jobs Well House, £40k Vacation and Sale of Ty'r Nant, £50k vacation of Pibwrlwyd Offices, £40k Office Accommodation following staff reduction/agile working 2016-17: £11k 2017-18: £11k 2018-19: £130k Office Accommodation following staff reduction/agile working	2
Admin Buildings	20	0	0	20	Reduction in caretaking staffing costs	2
Admin Buildings	7	0	0	7	Savings in Energy costs following Solar installation	5
Industrial	5	0	0	5	Pembrey airfield - above inflation rent increase	2
Provisions market	4	0	0	4	Savings following tendering of skip hire and security contracts	2
Livestock Market	4	0	0	4	Above-inflation rent increases arising from increased throughput	2
Commercial Properties	7	0	0	7	Reduction in holding costs following sale / transfer of Education Centre, Ferryside	2
Total Corporate Property	72	141	130	343		
Corporate Services Total	752	401	568	1,721		

Department	2016-17 Proposed	2017-18 Proposed	2018-19 Proposed	Total		Strand of Saving
Corporate Services	£000	£000	£000	£000	EFFICIENCY DESCRIPTION	1 - 6
Revenues & Cash Desk	25	0	0	25	Closure of Llandeilo Cash Office linked to Llandeilo hub and relocation of library	2
Corporate Services Total	25	0	0	25		

NONE

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Demographic, Legislative or Continuing Pressures				
	2016-2017 £'000	2017-2018 £'000	2018-2019 £'000	Description
<u>Chief Executive</u>				
Registration of Electors	30	0	0	Voter registration changes
Coroners	0	35	0	Review of pay arrangements
Welsh language	205	0	0	Increased translation costs arising from implementing the new Welsh Standard
	235	35	0	
<u>Communities</u>				
	2,160	0	0	
<u>Environment</u>				
	1,324	291	669	
Total	3,719	326	669	

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POLICY AND RESOURCES SCRUTINY - CHIEF EXECUTIVE DEPARTMENT (EXTRACT)

2015-16			Statutory S/NS/Both	2016-17			2017-18			2018-19		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive												
6	0	6	B	6	0	6	6	0	6	6	0	6
498	-609	-111	B	470	-609	-139	474	-609	-135	478	-609	-130
503	-609	-105		476	-609	-133	480	-609	-129	484	-609	-124
People Management & Performance												
648	-417	231	S	648	-417	231	648	-417	231	648	-417	231
64	-67	-3	B	64	-67	-3	64	-67	-3	64	-67	-3
1,272	-923	349	S	1,241	-924	316	1,251	-927	324	1,222	-931	291
124	-119	5	B	125	-119	7	127	-119	8	128	-119	9
648	-652	-4	B	654	-654	0	662	-659	3	670	-665	5
756	-605	151	B	720	-605	115	686	-605	81	657	-606	52
225	-215	10	N	227	-215	12	230	-215	15	232	-215	17
167	-346	-179	N	167	-346	-179	168	-346	-178	170	-347	-177
113	0	113	S	114	0	114	115	0	115	117	0	117
459	-404	55	S	463	-404	59	467	-404	64	472	-404	69
4,476	-3,748	728		4,422	-3,752	671	4,418	-3,760	659	4,380	-3,770	610
Administration & Law												
1,637	-1,608	29	S	1,644	-1,610	34	1,649	-1,614	35	1,666	-1,620	47
158	-273	-116	S	138	-275	-137	138	-279	-141	139	-284	-145
72				74			75			76		
-45				-45			-45			-45		
27	-28	0	S	29	-28	1	30	-28	2	31	-28	3
217				214			210			209		
-18				-18			-18			-18		
199	-186	13	B	196	-186	9	192	-186	5	191	-186	5
593	0	593	B	591	0	591	589	0	589	589	0	589
49	0	49	B	49	0	49	50	0	50	50	0	50
45	-63	-18	B	45	-63	-18	46	-64	-19	46	-65	-19
4,558	-256	4,302	S	4,551	-256	4,295	4,567	-256	4,311	4,597	-256	4,341
531	-363	168	S	537	-363	175	543	-363	180	529	-363	166
89	0	89	S	89	0	89	89	0	89	90	0	90
7,886	-2,777	5,109		7,869	-2,781	5,088	7,892	-2,790	5,102	7,928	-2,802	5,126
2,866	-7,134	5,732		12,766	-7,141	5,625	12,790	-7,158	5,632	12,792	-7,180	5,612
Chief Executive c/f												

POLICY AND RESOURCES SCRUTINY - CHIEF EXECUTIVE DEPARTMENT (EXTRACT)

2015-16			Statutory S/NS/Both	2016-17			2017-18			2018-19			
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
12,866	-7,134	5,732		12,766	-7,141	5,625	12,790	-7,158	5,632	12,792	-7,180	5,612	
Chief Executive b/f													
Customer Focus & Policy													
506	-232	275	Registrars	S	504	-238	266	509	-255	254	513	-263	250
200	-206	-7	Welsh Language	S	201	-206	-6	203	-206	-4	206	-206	-1
24	-24	0	Communications - General	N	24	-24	0	24	-24	0	24	-24	1
163	-164	0	Communications - Press	N	139	-164	-25	140	-164	-24	95	-164	-69
742			Communications - Direct Communications		749			756			764		
-45			less recharged to other budget heads		-41			-41			-41		
697	-702	-5	Net Communications- Direct Communications	N	708	-717	-9	715	-756	-42	723	-766	-43
99			Customer Services		81			63			64		
-28			less recharged to other budget heads		-28			-28			-28		
71	-74	-4	Net Customer Services	N	53	-74	-21	35	-74	-39	36	-75	-39
917			Policy - Gross Cost		910			917			924		
-311			less recharged to other service heads		-297			-297			-297		
606	-542	64	Net Policy	N	613	-564	49	620	-564	56	627	-599	28
121	0	121	Compliments & Complaints Team	N	122	0	122	123	0	123	124	0	124
24	0	24	Older/ Younger Persons Partnership	N	24	0	24	24	0	24	24	0	24
122	-48	74	Community Safety	N	122	-48	74	122	-48	74	122	-48	74
55	0	55	CCTV	N	56	0	56	57	0	57	57	0	57
19	0	19	Local Service Board Activity	S	19	0	19	19	0	19	19	0	19
38	0	38	Equalities	N	38	0	38	38	0	38	38	0	38
29	0	29	Community Safety Revenue	N	29	0	29	29	0	29	30	0	30
742	-788	-46	Customer Service Centres	N	727	-790	-63	713	-794	-80	654	-799	-145
752	-710	42	Contact Centre	N	702	-711	-9	678	-712	-33	680	-713	-33
735	-738	-2	Performance Management	B	709	-738	-29	684	-738	-54	685	-739	-54
338	-347	-10	Departmental Translation	S	340	-347	-8	343	-347	-4	347	-348	-1
191	-191	0	TIC Team	N	193	-191	2	196	-193	3	198	-194	4
405	0	405	Carbon Reduction Programme	S	405	0	405	405	0	405	405	0	405
5,837	-4,766	1,071	Total Customer Focus & Policy		5,726	-4,813	913	5,678	-4,875	802	5,608	-4,938	670
Sustainability													
70	-21	49	Sustainability	N	70	-21	49	70	-21	49	70	-21	49
70	-21	49	Total Sustainability		70	-21	49	70	-21	49	70	-21	49
18,773	-11,921	6,852	Chief Executive c/f		18,562	-11,975	6,588	18,538	-12,054	6,483	18,470	-12,139	6,331

POLICY AND RESOURCES SCRUTINY - CHIEF EXECUTIVE DEPARTMENT (EXTRACT)

2015-16			Statutory S/NS/Both	2016-17			2017-18			2018-19		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
18,773	-11,921	6,852		18,562	-11,975	6,588	18,538	-12,054	6,483	18,470	-12,139	6,331
Chief Executive b/f												
Statutory Services												
375	-2	373	S	376	-2	373	377	-2	375	379	-2	377
139	0	139	S	209	0	209	440	0	440	146	0	146
401	-401	0	S	403	-401	2	407	-401	5	410	-401	9
294	0	294	S	296	0	296	299	0	299	304	0	304
1,209	-403	806		1,284	-403	880	1,523	-403	1,120	1,239	-403	835
Total Statutory Services												
-610	0	-610		-949	0	-949	-1,059	0	-1,059	-1,105	0	-1,105
-610	0	-610		-949	0	-949	-1,059	0	-1,059	-1,105	0	-1,105
Corporate Saving												
19,372	-12,324	7,048		18,897	-12,378	6,519	19,002	-12,458	6,544	18,603	-12,542	6,061
Total Chief Executive (Excluding Regeneration)												

POLICY AND RESOURCES SCRUTINY - CORPORATE SERVICES DEPARTMENT

2015-16			Statutory S/NS/Both	2016-17			2017-18			2018-19		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Director and Support Services Costs												
409	-412	-3	S	411	-412	-1	416	-413	3	420	-414	6
409	-412	-3		411	-412	-1	416	-413	3	420	-414	6
Finance												
2,860	-2,860	0	S	2,792	-2,863	-71	2,690	-2,869	-179	2,528	-2,877	-349
234	-229	4	B	236	-230	6	239	-231	7	242	-233	8
0	0	0	B	0	0	0	0	0	0	0	0	0
2,240				2,168			2,179			2,191		
-1,384				-1,384			-1,384			-1,384		
856	-103	754	S	784	-104	680	795	-109	686	807	-115	692
2,341				2,353			2,372			2,391		
-2,092				-2,092			-2,092			-2,092		
249	-803	-553	S	261	-803	-542	280	-803	-524	299	-804	-505
3	0	3	S	3	0	3	3	0	3	3	0	3
1,125	-1,100	25	S	1,057	-1,101	-44	1,067	-1,102	-35	1,078	-1,105	-26
172	-184	-11	S	173	-184	-10	175	-184	-9	177	-184	-7
639	-638	0	S	643	-618	25	650	-622	27	657	-628	29
479	-467	12	S	437	-468	-31	441	-469	-27	446	-470	-24
1,011	-999	12	S	1,017	-1,004	13	1,028	-1,015	13	1,039	-1,030	9
7,630	-7,383	246		7,403	-7,374	29	7,367	-7,405	-38	7,275	-7,445	-170
Audit, Risk, Procurement and Information Technology												
432	-432	0	N	435	-432	3	439	-432	7	443	-432	11
829	-817	12	S	836	-817	19	811	-817	-6	762	-818	-56
197	-209	-12	N	198	-209	-11	200	-209	-9	202	-209	-7
3,125	-3,140	-15	B	3,070	-3,140	-69	3,004	-3,140	-136	2,942	-3,140	-198
1,640	-1,631	9	B	1,546	-1,633	-87	1,562	-1,638	-77	1,581	-1,645	-64
2,144	-2,001	143	B	1,931	-2,003	-72	1,941	-2,009	-68	1,851	-2,016	-165
103	-103	0	N	104	-103	1	105	-103	2	107	-103	4
8,471	-8,333	138		8,121	-8,338	-217	8,061	-8,348	-288	7,887	-8,362	-475
16,509	-16,128	381		15,935	-16,124	-189	15,844	-16,166	-323	15,582	-16,221	-639

POLICY AND RESOURCES SCRUTINY - CORPORATE SERVICES DEPARTMENT

2015-16			Statutory S/NS/Both	2016-17			2017-18			2018-19		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
16,509	-16,128	381		15,935	-16,124	-189	15,844	-16,166	-323	15,582	-16,221	-639
Corporate Services b/f												
Corporate Property												
1,619	-1,635	-16	N	1,629	-1,636	-7	1,643	-1,639	4	1,657	-1,643	14
417	-467	-50	S	421	-467	-46	427	-467	-41	433	-467	-34
4,131	-4,134	-4	B	4,118	-4,138	-20	4,047	-4,163	-116	4,110	-4,307	-196
498	-309	189	N	498	-311	188	500	-315	184	501	-321	180
953	-627	326	N	954	-630	324	962	-639	323	971	-651	321
64	-169	-105	N	64	-174	-110	65	-177	-112	66	-180	-114
1,049	-1,371	-322	N	1,055	-1,385	-330	1,060	-1,404	-344	1,067	-1,429	-362
1,571	-533	1,038	N	1,565	-536	1,029	1,566	-544	1,023	1,568	-554	1,014
10,302	-9,246	1,056		10,304	-9,278	1,026	10,269	-9,348	921	10,373	-9,551	822
Total Corporate Property												
Other Services												
366	-84	282	S	368	-84	284	373	-85	288	380	-87	293
62	0	62	S	63	0	63	64	0	64	65	0	65
15,677	0	15,677	S	15,771	0	15,771	15,991	0	15,991	16,277	0	16,277
48,394	-47,090	1,304	S	48,394	-47,090	1,304	48,394	-47,090	1,304	48,394	-47,090	1,304
4,249	-107	4,142	B	10,317	-107	10,210	15,326	-109	15,217	18,721	-111	18,610
68,748	-47,280	21,468		74,913	-47,281	27,631	80,147	-47,284	32,863	83,837	-47,288	36,549
Total Other Services												
95,560	-72,655	22,905		101,153	-72,684	28,469	106,260	-72,798	33,462	109,792	-73,060	36,732
Corporate Services Total												

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APPENDIX C

CHARGING DIGEST - Chief Executives

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
262,000	231,000	238,000	Registrars	Marriage Notice of Marriage per notice valid for 12months	35.00	35.00	Statutory fees were increased in April 2012 Statutory fee
				Superintendent Registrar & Registrar fee	256.00	311.00	new combined fee see below £367 Saturdays, £436 Sundays & Bank Holidays.
				Superintendent Registrar & Registrar fee	125-160	146-186	De-commissioned rooms Parc Myrddin & Llanelli
				Payable to registrar present at ceremony: In the Register office	46.00	46.00	Statutory fee
				In a registered building	86.00	86.00	Statutory fee
				Conversion from Civil Partnership to marriage	45.00	45.00	Statutory fee
				Civil Partnership For the recording of each notice of civil partnership	35.00	35.00	Statutory fee
				For the attendance of the civil partnership registrar at the civil partnership registration	46.00	46.00	Statutory fee
				Superintendent Registrar & Registrar fee	256.00	311.00	new combined fee see below £367 Saturdays, £436 Sundays & Bank Holidays.
				Superintendent Registrar & Registrar fee	125-160	146-186	De-commissioned rooms Parc Myrddin and Llanelli
				Short Birth Certificate Issued by: Registrar of Births & Deaths	4.00	4.00	Statutory fee
				Superintendent Registrar	13.00	13.00	Includes £3 admin fee
				Certificates for special purposes : Issued by Superintendent Registrar	13.00	13.00	Factories Act, Education Act, Social Security (Administration) Act, Savings Banks Act
				Registrar of Births & Deaths	4.00	4.00	Includes £3 admin fee
				General Search	18.00	18.00	Statutory fee
				Specific search in indexes	15.00	15.00	per hour
				Llanelli Town Hall top-up fee	50.00	50.00	Caretaking and refurbishment
				Registrar attendance at rehearsal	75.00	75.00	
				Registrar attendance at promotional event	30.00 per hour + travel	30.00 per hour + travel	2 registrars attendance
				Civil Funeral	100.00 plus travel expenses	100.00 plus travel expenses	Plan ceremony and officiate - crematorium, cemetery, chapel of rest - Weekdays only

APPENDIX C

CHARGING DIGEST - Chief Executives

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
293,000	273,000	275,000	Land Charges	Search Fees	110.00	110.00	Awaiting guidance and legal advice as to whether the search fee can increase, or whether charging can continue. HMRC are proposing to add V.A.T to the Con29 aspect of the search fee as from 01/02/2016. Not confirmed as yet.
				Any additional enquiries	10.00	10.00	Awaiting guidance and legal advice as to whether the search fee can increase, or whether charging can continue. HMRC are proposing to add V.A.T to the Con29 aspect of the search fee as from 01/02/2016. Not confirmed as yet.
				Any additional enquiries	10.00	20.00	Awaiting guidance and legal advice as to whether the search fee can increase, or whether charging can continue. HMRC are proposing to add V.A.T to the Con29 aspect of the search fee as from 01/02/2016. Not confirmed as yet.
				Personal Searches	0.00	0.00	As from August, 2010 the right to charge for Personal Searches has been removed.
				Community Safety	Copy of CCTV evidence	10.00	10.00
			Customer Focus and Policy	Optional charge for handling subject access requests under the Data Protection Act 1998			Charges levied will cover photocopying costs if applicable.
				Optional charge for handling subject access requests where copies of educational or health records are provided - sliding scale up to £50.00 depending on number of pages copied			"

APPENDIX C

CHARGING DIGEST - Chief Executives

Page 44	2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
50					Press Office	10.00 per photograph	10.00 per photograph	
					Graphic Design	26.50 per hour	26.50 per hour	
					Advertising in Y Gair		120.00 strip advert	
					Web content/microsite			A specification and quotation is created based on the clients requirements
					Web training		55.00 per person for 1/2 day	
					Web advertising		200.00 per month for a strip advert across the top of each page	This is negotiable if they take up more than 1 month
19,000	22,000	23,000		Carmarthenshire Council's Occupational Health External Services	New-Employment' questionnaire	To determine a potential employees fitness to carry out proposed role. And to ensure the organisation doesn't inherit an individual in poor health or with a health condition which will have an impact on service delivery.	20.00 per questionnaire	20.00 per questionnaire
					New - Employment face to face clinical review.	This will take place if an area of concern is picked up following information given on the questionnaire, or following the results of the health surveillance	OH Advisor - 100.00 OH Physician - 150.00 OH Consultant Physician - 190.00 an appointment	OH Advisor - 100.00 OH Physician - 150.00 OH Consultant Physician - 190.00 an appointment
					New-Employment Health Surveillance (Face to face) with occupational health nurse	Statutory base line health surveillance to ascertain level of health in key areas at the point of joining the organisation. This will include Audio, Vision, Lung function and Hand Arm Vibration and dermatology, and night workers.	40.00 per each surveillance carried out	40.00 per each surveillance carried out
					Health surveillance	Statutory health surveillance to ascertain level of health in key areas. This will include Audio, Vision, Lung function and Hand Arm Vibration, dermatology and night workers.	40.00 per each surveillance	40.00 per each surveillance

APPENDIX C

CHARGING DIGEST - Chief Executives

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
			Night worker surveillance Questionnaire	Statutory surveillance for employees who work regular in line with the Working time regulations (The regulations define night time as the period between 23.00 and 06.00, though this can be slightly varied by agreement between the employee and the manager. A night worker is someone who regularly works for at least three hours during this period. They must be offered a health assessment before they start working nights and on a regular basis after that (a follow-up examination by a health professional should be provided where necessary).	25.00 per questionnaire	25.00 per questionnaire	
			Night worker surveillance Face to face Clinical Review (with OHA)	This will take place if an area of concern is picked up following information given on the questionnaire, or following the results of the health surveillance	100.00 per assessment	100.00 per assessment	
			Clinical appointment with Occupational Health Advisor (Arranged via a referral to Occupational Health)	A one to one appointment with a health professional the consultation will be determined by the information provided on the OH Referral form, a full report will be written after the consultation and a copy will be sent to the manager and HR officer as appropriate.	100.00 per appointment	100.00 per appointment	
			Clinical appointment with an Occupational Health Physician (Arranged via a referral to Occupational Health or following the results of a health surveillance)	A one to one appointment with a health professional the consultation will be determined by the information provided on the OH Referral form. A full report will be written after the consultation and a copy will be sent to the manager and HR officer.	150.00 per appointment	150.00 per appointment	
			Clinical appointment with an Occupational Health Consultant (Arranged via a referral to Occupational Health or following the results of a health surveillance)	A one to one appointment with a senior health professional the consultation will be determined by the information provided on the OH Referral form. A full report will be written after the consultation and a copy will be sent to the manager and HR officer. Physicians will deal with more complex cases.	190.00 per appointment	190.00 per appointment	

APPENDIX C

CHARGING DIGEST - Chief Executives

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
Page 46			<p>Home visits</p> <p>Lifestyle screening</p> <p>Physiotherapy</p> <p>Workplace assessment</p> <p>Cognitive Behavioural Therapy (CBT) / Stress Management Sessions</p>	<p>This will be agreed in exceptional circumstances when an employee is too ill to travel to the unit, i.e. post operative.</p> <p>This will be a one to one health review with an Occupational health Nurse, who will look at the medical history will take the blood pressure, will test cholesterol and glucose levels, will measure the BMI body Mass Index. There will be information on coping with stress, health eating advice, smoking cessation support.</p> <p>This is a one to one session with a physiotherapist to support musculo skeletal problems. Employees can be referred by the Occupational Health professionals to this service.</p> <p>When health issues have been presented which need ergonomic adjustments i.e. pc work station. The appointment will be made following a referral to OH, or following a request from a manager who has supported the employee following the DSE policy.</p> <p>These are one to one confidential sessions with an in house cognitive behavioural therapist/mental health nurse who will provide specialist advice and support. Employees can be referred at the request of the manager.</p>	<p>Physician - £200 per hour to include travelling & writing time.</p> <p>Consultant Physician £240 per hour to include travelling & writing time.</p> <p>Advisor £150 per hour to include travelling and writing time.</p> <p>30.00 per screening</p> <p>50.00 per session</p> <p>60.00 an hour plus travelling time & costs</p> <p>50.00 per session</p>	<p>Physician - £200 per hour to include travelling & writing time.</p> <p>Consultant Physician £240 per hour to include travelling & writing time.</p> <p>Advisor £150 per hour to include travelling and writing time.</p> <p>30.00 per screening</p> <p>50.00 per session</p> <p>60.00 an hour plus travelling time & costs</p> <p>50.00 per session</p>	

APPENDIX C

CHARGING DIGEST - Chief Executives

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
			Stress Management Group Sessions	Carried out by the in house practitioner (Occupational Therapist/Mental Health Nurse) to groups of individuals at the request of the manager. This is can be accessed/tailored for certain groups or teams that feel that they need advice/support during a certain period or after a certain event. This would be provided for by our Occupational Therapists/mental health nurse. E.g When there has been bereavement, or a major incident which needs further support in a work location.	50.00 per hour plus travelling time and costs.	50.00 per hour plus travelling time and costs.	
			Health promotional activities	Where a manager requests a health specialist to support activities in the work place	60.00 an hour plus travelling time & costs	60.00 an hour plus travelling time & costs	additional cost will be incurred for any health tests undertaken to cover costs
			Case Conference	Where HR and line manager request more detailed meeting with the Physician/OH Advisor to discuss cases. Employee is present who can also bring Trade Union Representative/work colleague if they wish.	170.00 - OHP 190.00 - OH Consultant 100.00 - OHA	170.00 - OHP 190.00 - OH Consultant 100.00 - OHA	
			Specialist - HGV/drivers medicals	When referred by the manager.	190.00 per appointment	190.00 per appointment	
			Asbestos medicals	When referred by the manager	190.00 per appointment	190.00 per appointment	
			HAVs Tier 4	When concerns have been raised following tier 3 of the HAVs assessment, the employee will be referred to consultant OH Physician/Havs Physician.	190.00 per appointment	190.00 per appointment	
			Appointment not kept	When an employee fails to turn up for their appointment	150.00 for a Physician; 190.00 for Consultant Physician; 100.00 for an Advisor; 40.00 per health surveillance test - nurse; 60.00 workplace assessment	150.00 for a Physician; 190.00 for Consultant Physician; 100.00 for an Advisor; 40.00 per health surveillance test - nurse; 60.00 workplace assessment	

APPENDIX C

CHARGING DIGEST - Chief Executives

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
2,684			<p>IHR Process Administration</p> <p>HR Support Services DBS Checks</p>	<p>When a request to process an IHR application has been received from HR (indicated by a consent form signed by employee to release their file to the pensions Dr) Admin will check if all relevant information is in file including gp/specialist report. If there are none present, a request for an up to date report from the gp will be required. After receiving consent from the employee, a report is requested. Once a report is received, the file is copied and sent to the pension's doctor. Following an appointment with the pension's doctor the certificate will then be emailed to the pension's manager and HR officer for reference.</p> <p>In fulfilling the Council's responsibilities as a Registered Umbrella Body for the Disclosure & Barring service the HR Support function administers DBS applications and disclosures on behalf of partner organisations and other bodies that have entered into the Council's Umbrella Body Agreement and the DBS codes of practice. The service is offered to inform safe recruitment and employment practice.</p>	<p>20.00</p> <p>In addition to the Application fee set by the DBS an administrative fee of £25.00 is payable per application/ disclosure</p>	<p>20.00</p> <p>£25 Fee in addition to the DBS charge applied</p>	<p>The application and administrative fee is likely to remain stable as a result of improved ITC solutions for online checking arrangements.</p>

APPENDIX C

CHARGING DIGEST - Corporate Services

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
0			Payroll - employee information	Application for Mortgage information	15.00	16.00	Not specifically budgeted for. Small volume dependent upon demand.
				P60 Copies	5.00	5.50	Not specifically budgeted for. Small volume dependent upon demand.
			Payroll - external organisations	Overpayment Invoicing	no charge	55.00	Charge for invoicing an overpayment where error is within employing body.
				BACS Recall	no charge	20.00	Charge for pay recalls where error is within employing body.
				Pay Advances	50.00	55.00	Charge for pay advances where error/delay for correct payments is within employing body.
3,145			Pensions	Proof of earnings (standard charge)	15.00	16.00	Not specifically budgeted for. Small volume dependent upon demand.
				Provision of pension information and implementation of a Pension Sharing Order in connection with Divorce	629.87	629.87	Not specifically budgeted for. Small volume dependent upon demand. No increase as Schedule of Charges created when regulations came in to force stated that charges were to be increased each year in line with RPI now CPI. Can provide copy if needed
3,565,000	3,200,000	3,264,000	Corporate Property	Lease or rental of corporate property			Dependent on market valuations at time of lease commencement or rent reviews. Not appropriate to rise with inflation as rent will vary with market conditions.
0			Administrative Buildings	Hire of rooms in Administrative Buildings:			Very few external hirings. Not appropriate to rise with inflation as hiring rate will vary with market conditions.
				Ammanford - Town Hall			
				Chamber - 25 people - full day	75.00	75.00	
				Llanelli - Town Hall			
				Committee Room 1, Ground Floor - 80 people - full day	125.00	125.00	
				Room 3, Ground Floor - 12 people - full day	75.00	75.00	
				Chamber - 45 people - full day	90.00	90.00	
				Carmarthen - County Hall			
				Chamber - 100 people - full day	125.00	125.00	
				Chamber - 100 people - half day	95.00	95.00	
				Resources Conference Room, Ground Floor - 10 people - full day	75.00	75.00	
				Resources Conference Room, Ground Floor - 10 people - half day	55.00	55.00	

APPENDIX C

CHARGING DIGEST - Corporate Services

Page 50

2014/15 Actual £	2015/16 Budget £	2016/17 Budget £	Business Unit	Service Provided	2015/16 Charge Levied £	2016/17 Proposed Charge £	Comments
				<p>Carmarthen - 3 Spilman Street Chamber - 50 people - full day Committee Rooms - up to 15 people - full day</p> <p>Carmarthen - St David's Park, Building 2 Meeting Rooms - up to 24 people - full day Meeting Rooms - up to 40 people - full day</p> <p>** Where half day rates are not quoted the rate is half of the full day charge** *** Where other rooms become available they will be hired on a basis comparable to the charges above pending the committee's annual review of charges</p>	<p>95.00 75.00</p> <p>75.00 95.00</p>	<p>95.00 75.00</p> <p>75.00 95.00</p>	
338,000	296,000	298,000	Revenue Services	<p>Costs imposed where Magistrates' Court recovery proceedings instigated in respect of unpaid Council Tax and Non-Domestic (Business) Rates</p>	<p>Subject to approval by the Court, the costs will be increased to £38 at summons stage. Liability Order costs will remain at £25, making a total £63. Owing to the case referred to, the costs for 2015/16 have been restricted as follows: Council Tax £32 summons, £30 Liability Order. Rates £39 and £23 respectively</p>	<p>As a result of a High Court case (Regina [Nicolson] v Tottenham Magistrates' Court 2015) we are no longer in a position to increase costs in advance. A fresh calculation based on the actual costs incurred in taking action during 2015/16 will have to be made in April 2016 and the Court then asked to agree any revision (up or down) for 2016/17.</p>	<p>The proposed level of costs will remain slightly below the upper limit invoked by Welsh Government. However, costs are at the discretion of the Bench and approval will have to be given by the Court before any increase can be applied.</p>

POLICY & RESOURCES SCRUTINY COMMITTEE 6th JANUARY 2016

Five Year Capital Programme – 2016/17 - 2020/21

To consider and comment on the following issues:

- As part of the budget consultation, the Committee is asked to examine the attached 5 year capital programme.
- At its meeting on the 4th January 2016, the Executive Board will have considered the attached Five Year Capital Programme (2016/17 - 2020/21). A verbal update will be given at the Committee's meeting in relation to any changes or specific proposals made by the Executive Board, if appropriate.

Reasons:

- To undertake consultation with the Policy & Resources Scrutiny Committee on the five year Capital Programme for 2016/17 - 2020/21.
- That members formulate views for submission to the Executive Board for consideration.

To be referred to the Executive Board for decision: YES

Executive Board Member Portfolio Holder: Cllr. David Jenkins (Resources)

<p>Directorate: Corporate Services</p> <p>Name of Director: Chris Moore</p> <p>Report Author: Chris Moore</p>	<p>Designation:</p> <p>Director of Corporate Services</p>	<p>Tel No. / E-Mail Address:</p> <p>01267 224160 cmoore@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE 6th JANUARY 2016

Five Year Capital Programme – 2016/17 - 2020/21

The attached report has been provided to Executive Board as an initial view of the 5 year Capital Programme from 2016/17 to 2020/21 and also includes an update on the outcome of the Provisional Settlement recently received from the Welsh Government.

The report will form the basis of the budget consultation process with members and other relevant parties. Feedback from this consultation process along with the outcome of the final settlement will inform the final budget report which will be presented to members in February 2016.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: **Chris Moore** Director of Corporate Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	YES

3. Finance

The updated Capital Programme is projected to be funded for the first 4 years from 2016/17 to 2019/20. There is currently a shortfall of £2.804m in 2020/21 which will be reviewed before the final budget report is approved by County Council.

The programme includes potential grant funding sources that are yet to be confirmed and as the programme develops these proposals may need to be revisited if anticipated funding is not forthcoming.

7. Physical Assets

New assets created from the Capital Programme will be added to the Council's portfolio. In addition the Programme proposes expenditure to improve the existing assets and comply with statutory responsibilities.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Chris Moore Director of Corporate Services

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. **Relevant Partners** – Consultation with relevant partners will be undertaken and results will be reported during the budget process.

4. **Staff Side Representatives and other Organisations** – Consultation with other organisations will be undertaken and results will be reported during the budget process.

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
2015-20 Capital Programme	Corporate Services Department, County Hall, Carmarthen
2016-21 Capital Programme	Corporate Services Department, County Hall, Carmarthen

REPORT OF DIRECTOR OF CORPORATE SERVICES

**POLICY & RESOURCES SCRUTINY COMMITTEE
6th JANUARY 2016**

**FIVE YEAR CAPITAL PROGRAMME – 2016/17,
2017/18, 2018/19, 2019/20 and 2020/21**

(Copy of the report to Executive Board on 04/01/16)

HEAD OF SERVICE & DESIGNATION	DIRECTORATE	TELEPHONE NO.
C Moore, Director of Corporate Services	Corporate Services	01267 224160
AUTHOR & DESIGNATION	DIRECTORATE	TELEPHONE NO.
C Moore, Director of Corporate Services	Corporate Services	01267 224160

1. INTRODUCTION

- 1.1. The report provides members with an initial view of the 5 year Capital Programme 2016/17, 2017/18, 2018/19, 2019/20 and 2020/21.
- 1.2. The report will form the basis of the budget consultation process with members and other relevant parties. Feedback from this consultation process, along with the outcome of the final settlement, will inform the final budget report which will be presented to members in February 2016.

2. BACKGROUND

- 2.1. Members will recall that the Authority last year agreed a 5 year capital programme 2015 to 2020 which was approved at County Council on 24th February 2015.
- 2.2. When the capital programme was approved it was fully funded by the end of the 5 years but showed a shortfall in two of the intervening years, 2017/18 and 2018/19. The programme was therefore approved on the basis that the budgets for these two years be reviewed or reprofiled in order to address the funding shortfalls.
- 2.3. The capital programme has been revisited by the Strategic Assets Steering Group (SASG) and Departments were also asked to submit proposals to bring forward expenditure within the existing capital programme and to identify any new strategic projects.

- 2.4. Departments have also submitted proposals for new projects in 2020/21 which is the new 5th year of the programme. Projects have been assessed along similar lines to previous years with only those regarded as a high priority being included in the programme.
- 2.5. The proposed capital programme is detailed in the attached Appendix A showing the forecast expenditure and income over the five year period.

3. PRIORITIES

- 3.1. The Executive Board has recently adopted the Corporate Strategy for 2015-2020 setting out the Authority's strategic priorities and aspirations and its overarching themes and core values.
- 3.2. The Corporate Strategy and subsequent Business Plans are key to being able to develop the Medium Term Financial Plan and the vision for Carmarthenshire.
- 3.3. The proposed capital programme is £221m over the 5 years, and is aimed at delivering a number of key projects that will create jobs and improve the quality of life for the people of Carmarthenshire, with the key investment headings being:

	£m
Schools	75
Housing	11
Lesiure	25
Regeneration	34
Environment	47

4. FUNDING

- 4.1. The provisional settlement that has recently been received from the WG indicates capital funding of £9.406m for the Authority in 2016-17. This is made up of Supported Borrowing of £5.848m and General Capital Grant of £3.558m. This means a small increase in funding of £36k or 0.4% compared to the current financial year 2015-16. This increase is the same when compared to the indicative figure assumed in the forecast funding for 2016-17 as approved by County Council in February 2015. In the absence of any forward indications by WG this level of funding has been assumed for each year of the five year programme.
- 4.2. As a consequence of the settlement the Outcome Agreement Grant (OAG) has been transferred into the Revenue Support Grant (RSG) and is therefore no longer linked to performance. This means that the funding is now secured within the RSG but there is an impact on the capital programme as it will not be available for the last three years of the programme 2018/19, 2019/20 and 2020/21. Funding of £1.328m per year is still included for 2016/17 and 2017/18 under the previous OAG regime.

- 4.3. The level of capital receipts funding included within the programme has been revised in line with latest estimates. General capital receipts of £13.585m are forecast over the 5 year period together with earmarked Education receipts from the sale of school buildings at £677k. The level of receipts is continually monitored during the year and may require future capital programmes to be adjusted if there is a shortfall.
- 4.4. Earmarked reserves were approved as part of last year's report and were included as funding for the current capital programme. Additional funding of some £20.375m has now been identified and allocated within the new proposed programme, which allows the inclusion of the new strategic projects that have been submitted by Departments. In total some £33.865m of reserve funding is included over the five years of the programme as set out in this report.
- 4.5. Within the Modernising Education Programme (MEP) additional resources have been approved in recent years for the Band A 21st Century Schools projects. This had arisen as the WG had asked Authorities to bring forward their Band A projects for completion by 2018/19. This investment includes supported borrowing, earmarked reserves and capital receipts and is part of the County Council's 50% contribution towards the Band A projects with the balance coming from the WG. The Authority will need to monitor closely the development of this programme in order to ensure that funding is available to cover the projects as they are committed.

5. CAPITAL PROGRAMME 2016/17 TO 2020/21

- 5.1. When the capital programme was approved it was fully funded by the end of the 5 years but showed a shortfall in two of the intervening years, 2017/18 and 2018/19. The programme has since been reviewed and new proposals have been submitted by Departments.
- 5.2. The review looked at both the existing projects and the new proposals put forward and the revised capital programme is set out within the report for consideration.

Community Services

- 5.3. Within Community Services the main addition to the existing programme is the Llanelli Leisure Centre Development with an estimated cost of £16.5m. Part of the funding could potentially be met from within the Llanelli Waterside Joint Venture (subject to Welsh Government agreement and sale of certain development sites).
- 5.4. Other new projects in Communities include the track resurfacing and safety fencing at the Carmarthen Park Velodrome £286k (16/17) and the dredging of Burry Port Harbour £400k (16/17). A new Cycle Track at Pembrey Country Park £500k (16/17) is also included, together with the Carmarthen Archive Relocation £2m (17/18).
- 5.5. There has also been a reprofiling of the Social Care Llanelli Area Review project which previously showed a budget of £7m in 2016/17.

forecast is a spend of £1.5m in 2016/17 with a slippage of £5.5m to 2017/18.

- 5.6. In 2020/21 within Private Sector Housing, funding is provided for Disabled Facility Grants £2m and Emergency Repairs Assistance £200k, while in Leisure the Rights of Way Improvement Programme is allocated £50k.

Environment

- 5.7. In the Environment programme a new project is included in 2016/17 for the Pantyglyn Retaining Wall and Culvert £500k. Urgent works are required due to the poor condition of the wall and culvert.
- 5.8. A number of new proposals for the 2020/21 year have been included. Some of these are a continuation of existing rolling programmes of work such as Highway Improvements/ Bridge Maintenance £500k, Coastal Defence £300k and Road Safety Improvement £250k.
- 5.9. There is also further funding allocated in 2020/21 to existing projects such as the Cross Hands Economic Link Road Phase 2 with £300k CCC funding and the Tywi Valley Transport Corridor Concept £500k CCC funding.

Education and Children

- 5.10. In the Education and Children capital programme the MEP includes the final elements of the Dinefwr transformation and the Band A 21st Century Schools improvement programme. The programme has been reprofiled to reflect updated costs and the phasing of work. A new scheme has also been included for the proposed school in Carmarthen West £7.5m (18/19 to 20/21) which is funded by Welsh Government grant and Developer contributions.
- 5.11. Further funding has also been allocated in 2020/21 for the next stage of the 21st Century Schools improvement programme. The Band B projects have been allocated County Council funding of £5m and it has been assumed that WG will provide 50% as is the case with Band A, although this is yet to be confirmed.
- 5.12. In 2020/21 a new scheme has been included for the upgrade of dormitory/bathrooms and school facilities at the Rhydygors school site in Carmarthen £500k.

Chief Executive and Corporate Services

- 5.13. In the Chief Executive and Corporate Services programme, which now includes Economic Development, new proposals have been included in earlier years including the redevelopment of the Glanamman Industrial Estate £1m (16/17), the Rural Enterprise Fund £2m CCC (16/17 and 17/18) for the development of new and existing commercial buildings and the Transformation Commercial Property Development Fund £3m CCC (16/17 and 17/18) for the acquisition and development of key strategic buildings.

5.14. Additional funding has also been included in 2016/17 for the existing Cross Hands East employment site £1.1m, Llanelli Market renewal works £300k and East Gate fit-out £114k.

5.15. Funding has also been allocated in 2020/21 for the continuation of ongoing schemes such as IT Strategy Developments £250k, Capitalised Maintenance £3m and the Transformation Strategy Project Fund £1.5m.

6. SUMMARY

The table below shows an overall summary of the expenditure and its funding both by County Council and externally.

Capital Programme Summary

	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000
<u>Expenditure</u>					
Community Services	8,786	19,050	10,800	2,300	2,300
Environment	14,851	10,641	7,720	8,680	5,985
Education & Children	18,856	24,273	12,748	3,911	15,000
Chief Executive and Corporate Services	16,969	15,055	8,025	7,750	7,750
Total Expenditure	59,462	69,019	39,293	22,641	31,035
<u>Funding</u>					
External Funding	19,836	26,292	19,081	9,475	16,275
Net Expenditure Funded by CCC	39,626	42,727	20,212	13,166	14,760
<u>CCC Funding</u>					
Supported Borrowing	5,848	5,848	5,848	5,848	5,848
Unsupported Borrowing	0	4,500	0	0	0
General Capital Grant	3,558	3,558	3,558	3,558	3,558
Capital Receipts	4,509	2,538	3,076	1,962	1,500
Capital Reserves	11,307	13,446	3,047	0	817
Outcome Agreement Grant	1,328	1,328	0	0	0
Additional Borrowing - MEP	0	886	2,183	1,868	0
Prudential Borrowing - Fleet Replacement	3,689	2,521	0	0	0
Prudential Borrowing – 21 st Century Schools	5,600	2,311	0	0	0
MEP Revenue Contribution/Cap Receipts	1,971	3,791	0	163	0
Joint Venture Funding Llanelli Leisure Centre	0	2,000	2,500	0	0
Carmarthen West New Road	1,816	0	0	0	0
Funding Carried Forward	0	0	0	-233	233
Overall Net Position - Surplus (+)/Deficit (-)	0	0	0	0	-2,804

- 6.1. To summarise the overall position, the capital programme is funded for the first 4 years from 2016/17 to 2019/20. There is currently a shortfall of £2.804m in the final year of the programme 2020/21.
- 6.2. The total cost of the programme is £221.450m which is funded by the County Council £127.687m and External Funding £90.959m, leaving the shortfall of £2.804m..
- 6.3. The full detail of the proposed capital programme for the five year period 2016/17 to 2020/21 is attached in Appendix A.

7. REVENUE IMPLICATIONS

- 7.1. No revenue implications have been validated within the revenue budget and if funding is required, Departments will need to find resources from within their existing budgets.

8. RECOMMENDATIONS

- 8.1. That Executive Board notes the content of this report and endorses it as a provisional capital programme for consultation purposes.

Five Year Capital Programme 2016/17, 2017/18, 2018/19, 2019/20 and 2020/21

Capital Programme

COUNCIL FUND	County			County			County			County			County		
	Council Funding 2016/17 £'000	External Funding 2016/17 £'000	Total Scheme 2016/17 £'000	Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000
COMMUNITY SERVICES															
Private Sector Housing															
Disabled Facility Grants	2,000	0	2,000	2,000	0	2,000	2,000	0	2,000	2,000	0	2,000	2,000	0	2,000
Emergency Repairs Assistance	250	0	250	250	0	250	200	0	200	200	0	200	200	0	200
Social Care															
Llanelli Area Review	1,500	0	1,500	5,500	0	5,500	0	0	0	0	0	0	0	0	0
Leisure															
Sports & Leisure															
Llanelli Leisure Centre	0	0	0	6,000	2,000	8,000	6,000	2,500	8,500	0	0	0	0	0	0
Parks & Countryside															
Rights of Way Improvement Programme	50	50	100	50	50	100	50	50	100	50	50	100	50	50	100
Rights of Way Bridge Strengthening Programme	250	250	500	200	200	400	0	0	0	0	0	0	0	0	0
Strategic Open Spaces - site development and linkages	0	0	0	400	400	800	0	0	0	0	0	0	0	0	0
Pembrey Country Park - strategic infrastructure development	250	750	1,000	0	0	0	0	0	0	0	0	0	0	0	0
Carmarthen Park Velodrome	286	0	286	0	0	0	0	0	0	0	0	0	0	0	0
Burry Port Harbour	400	0	400	0	0	0	0	0	0	0	0	0	0	0	0
Cycle track at Pembrey	500	0	500	0	0	0	0	0	0	0	0	0	0	0	0
Arts & Culture															
Oriel Myrddin Gallery Redevelopment, Carmarthen	250	500	750	0	0	0	0	0	0	0	0	0	0	0	0
Libraries & Museums															
Carmarthenshire County Museum Abergwili	500	1,000	1,500	0	0	0	0	0	0	0	0	0	0	0	0
Carmarthenshire Archive Relocation	0	0	0	2,000	0	2,000	0	0	0	0	0	0	0	0	0
Total Community Services	6,236	2,550	8,786	16,400	2,650	19,050	8,250	2,550	10,800	2,250	50	2,300	2,250	50	2,300

Five Year Capital Programme 2016/17, 2017/18, 2018/19, 2019/20 and 2020/21

Page 6

Capital Programme

COUNCIL FUND	County			County			County			County			County		
	Council Funding 2016/17 £'000	External Funding 2016/17 £'000	Total Scheme 2016/17 £'000	Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000
ENVIRONMENT															
Street Scene															
Highway Improvements Plus Bridge Strengthening	500	0	500	500	0	500	500	0	500	500	0	500	500	0	500
Street Lighting Replacement & Upgrade	360	0	360	360	0	360	360	0	360	0	0	0	0	0	0
Street Lighting - LED Lanterns	950	0	950	0	0	0	0	0	0	0	0	0	0	0	0
Coastal Defence	350	0	350	300	0	300	300	0	300	300	0	300	300	0	300
Pantyglyn Retaining Wall & Culvert	500	0	500	0	0	0	0	0	0	0	0	0	0	0	0
Transportation															
Multi Storey Car Park, Llanelli	50	0	50	50	0	50	60	0	60	60	0	60	60	0	60
Road Safety Improvement Schemes	250	0	250	250	0	250	250	0	250	250	0	250	250	0	250
Cross Hands Economic Link Road Phase 3	50	1,750	1,800	75	2,425	2,500	0	3,000	3,000	1,750	1,750	3,500	300	1,200	1,500
Tywi Valley Transport Corridor Concept	25	725	750	25	975	1,000	0	1,000	1,000	500	1,000	1,500	500	1,000	1,500
Ammanford Distributor Road Phase 3	0	0	0	0	0	0	0	100	100	100	400	500	150	350	500
Llanelli Rail Station	0	0	0	25	475	500	0	0	0	0	0	0	0	0	0
Walking & Cycling Linkages	25	725	750	25	725	750	25	725	750	125	875	1,000	125	875	1,000
Transport Interchange & Bus Corridor Improvements	0	200	200	0	200	200	0	200	200	20	200	220	0	0	0
Safe Routes in the Communities	25	225	250	25	225	250	0	250	250	25	225	250	25	225	250
Wind St/Tirydail Junction Ammanford	25	850	875	100	900	1,000	25	325	350	0	0	0	0	0	0
A4138 Hendy Link Road	0	0	0	25	225	250	25	475	500	100	400	500	25	0	25
Highway Junction Improvements/Signals Upgrade	0	0	0	25	75	100	25	75	100	25	75	100	25	75	100
Carmarthen West New Road - Developer Contribution	1,816	1,761	3,577	0	110	110	0	0	0	0	0	0	0	0	0
Fleet Replacement - Prudential Borrowing	3,689	0	3,689	2,521	0	2,521	0	0	0	0	0	0	0	0	0
Total Environment	8,615	6,236	14,851	4,306	6,335	10,641	1,570	6,150	7,720	3,755	4,925	8,680	2,260	3,725	5,985

Five Year Capital Programme 2016/17, 2017/18, 2018/19, 2019/20 and 2020/21

Capital Programme

COUNCIL FUND	County			County			County			County			County		
	Council Funding 2016/17 £'000	External Funding 2016/17 £'000	Total Scheme 2016/17 £'000	Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000
EDUCATION & CHILDREN															
Modernising Education Programme															
Ffwrnes - Replacement Building	20	0	20	0	0	0	0	0	0	0	0	0	0	0	0
Dinefwr - Dyffryn Aman / Maes Y	849	0	849	0	0	0	0	0	0	0	0	0	0	0	0
Gwendraeth / Bro Dinefwr															
Ysgol Carreg Hirfaen	100	0	100	0	0	0	0	0	0	0	0	0	0	0	0
Burry Port - New School	75	0	75	0	0	0	0	0	0	0	0	0	0	0	0
Coedcae Phase 1	1,585	0	1,585	100	0	100	0	0	0	0	0	0	0	0	0
Seaside - New School	3,250	0	3,250	3,679	1,352	5,031	163	87	250	0	0	0	0	0	0
Strade Phase 1	246	0	246	0	0	0	0	0	0	0	0	0	0	0	0
Llanelli Vocational Village	40	0	40	0	0	0	0	0	0	0	0	0	0	0	0
Trimsaran	1,044	2,600	3,644	1,120	800	1,920	100	0	100	0	0	0	0	0	0
Cwm Tywi - New Area Primary School	553	813	1,366	915	915	1,830	273	272	545	0	0	0	0	0	0
St John Lloyd Phase 1	193	1,107	1,300	404	692	1,096	137	213	350	0	0	0	0	0	0
Ammanford Primary - Major Development	100	0	100	3,120	4,120	7,240	3,063	3,380	6,443	1,031	0	1,031	0	0	0
Llandeilo A	100	0	100	597	1,598	2,195	1,131	1,429	2,560	1,000	0	1,000	0	0	0
Parc Y Tywyn	5,000	0	5,000	2,861	2,000	4,861	500	500	1,000	0	0	0	0	0	0
Carmarthen West New School	0	0	0	0	0	0	0	1,500	1,500	0	1,500	1,500	0	4,500	4,500
Ysgol Llangennech Infants - Double Mobile	110	0	110	0	0	0	0	0	0	0	0	0	0	0	0
Heol Goffa Hydro Pool	0	700	700	0	0	0	0	0	0	0	0	0	0	0	0
Provisions Expenditure	271	0	271	0	0	0	0	0	0	0	0	0	0	0	0
22nd Century Schools Band B	0	0	0	0	0	0	0	0	0	0	0	0	5,000	5,000	10,000
Llwynhendy Pupil Referral Unit	100	0	100	0	0	0	0	0	0	0	0	0	0	0	0
Rhydygors School Refurbishment	0	0	0	0	0	0	0	0	0	0	0	0	500	0	500
Catering															
Ysgol Griffith Jones Kitchen Refurbishment	0	0	0	0	0	0	0	0	0	130	0	130	0	0	0
Emlyn Comprehensive Kitchen Refurbishment	0	0	0	0	0	0	0	0	0	150	0	150	0	0	0
Brynsarthen Kitchen Refurbishment	0	0	0	0	0	0	0	0	0	100	0	100	0	0	0
Total Education & Children	13,636	5,220	18,856	12,796	11,477	24,273	5,367	7,381	12,748	2,411	1,500	3,911	5,500	9,500	15,000

Five Year Capital Programme 2016/17, 2017/18, 2018/19, 2019/20 and 2020/21

Page 6

Capital Programme

COUNCIL FUND	County			County			County			County			County		
	Council Funding 2016/17 £'000	External Funding 2016/17 £'000	Total Scheme 2016/17 £'000	Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000
CHIEF EXECUTIVE & CORPORATE SERVICES															
IT Strategy Developments															
Enhancements to County Backbone Network	200	0	200	200	0	200	200	0	200	0	0	0	0	0	0
Public Sector Broadband Aggregation	150	0	150	0	0	0	0	0	0	0	0	0	0	0	0
Licence Management	50	0	50	50	0	50	50	0	50	0	0	0	0	0	0
E Government / Service Transformation Developments	75	0	75	75	0	75	75	0	75	0	0	0	0	0	0
IT Security Provision	50	0	50	50	0	50	50	0	50	0	0	0	0	0	0
Systems Consolidation	50	0	50	50	0	50	50	0	50	0	0	0	0	0	0
Mobile Developments	50	0	50	50	0	50	50	0	50	0	0	0	0	0	0
Applications Interfacing	50	0	50	50	0	50	50	0	50	0	0	0	0	0	0
Virtual Unix Replacement	200	0	200	200	0	200	0	0	0	0	0	0	0	0	0
I/O Virtualisation	0	0	0	200	0	200	0	0	0	0	0	0	0	0	0
IT Strategy Developments	0	0	0	0	0	0	0	0	0	250	0	250	250	0	250
Corporate Property															
Capital Maintenance	3,250	0	3,250	3,250	0	3,250	3,000	0	3,000	3,000	0	3,000	3,000	0	3,000
County Farms - Farm houses & Outbuildings	300	0	300	300	0	300	0	0	0	0	0	0	0	0	0
St Davids Park	0	0	0	750	0	750	0	0	0	0	0	0	0	0	0
Glanamman Industrial Estate Redevelopment	1,000	0	1,000	0	0	0	0	0	0	0	0	0	0	0	0
Llanelli Market	300	0	300	0	0	0	0	0	0	0	0	0	0	0	0
East Gate Fit Out	114	0	114	0	0	0	0	0	0	0	0	0	0	0	0
Regeneration															
Transformation Strategy Project Fund	1,500	3,000	4,500	1,500	3,000	4,500	1,500	3,000	4,500	1,500	3,000	4,500	1,500	3,000	4,500
Rural Enterprise Fund	1,000	1,000	2,000	1,000	1,000	2,000	0	0	0	0	0	0	0	0	0
Cross Hands East Phase 2	1,100	0	1,100	0	0	0	0	0	0	0	0	0	0	0	0
Pembrey Peninsula Study	100	0	100	0	0	0	0	0	0	0	0	0	0	0	0
Llanelli Regeneration Plan	100	0	100	0	0	0	0	0	0	0	0	0	0	0	0
Transformation Commercial Property Development Fund	1,500	1,830	3,330	1,500	1,830	3,330	0	0	0	0	0	0	0	0	0

Five Year Capital Programme 2016/17, 2017/18, 2018/19, 2019/20 and 2020/21

Capital Programme

COUNCIL FUND	County	External	Total	County	External	Total	County	External	Total	County	External	Total	County	External	Total
	Council			Council			Council			Council			Council		
	Funding	Funding	Scheme	Funding	Funding	Scheme	Funding	Funding	Scheme	Funding	Funding	Scheme	Funding	Funding	Scheme
	2016/17	2016/17	2016/17	2017/18	2017/18	2017/18	2018/19	2018/19	2018/19	2019/20	2019/20	2019/20	2020/21	2020/21	2020/21
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Total Chief Executive & Corporate Services	11,139	5,830	16,969	9,225	5,830	15,055	5,025	3,000	8,025	4,750	3,000	7,750	4,750	3,000	7,750
TOTAL COUNCIL FUND	39,626	19,836	59,462	42,727	26,292	69,019	20,212	19,081	39,293	13,166	9,475	22,641	14,760	16,275	31,035
County Council Funding															
Supported borrowing	5,848			5,848			5,848			5,848			5,848		
Unsupported borrowing	0			4,500			0			0			0		
General Capital Grants	3,558			3,558			3,558			3,558			3,558		
Capital Receipts	4,509			2,538			3,076			1,962			1,500		
Reserves	11,307			13,446			3,047			0			817		
Outcome Agreement Grant (Allocated not yet secured)	1,328			1,328			0			0			0		
Additional Borrowing MEP	0			886			2,183			1,868			0		
Joint Venture Funding Llanelli Leisure Centre	0			2,000			2,500			0			0		
Education Revenue/Reserve Contribution	1,633			3,615			0			0			0		
Education Capital Receipts	338			176			0			163			0		
Prudential Borrowing - Fleet Replacement	3,689			2,521			0			0			0		
Prudential Borrowing - 21st Century															
Schools LGBTI	5,600			2,311			0			0			0		
Carmarthen West New Road	1,816			0			0			0			0		
Funding Carried Fwd										-233			233		
Total County Council Funding	39,626			42,727			20,212			13,166			11,956		
Net Position	0			0			0			0			-2,804		

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**POLICY & RESOURCES
SCRUTINY COMMITTEE
6th JANUARY 2016**

**Explanation for non-submission
of scrutiny report**

ITEM	RESPONSIBLE OFFICER(S)	EXPLANATION	REVISED SUBMISSION DATE
Well-Being of Future Generations (Wales) Act 2015 (including LSB Review)	Wendy Walters / Gwyneth Ayers	The report has been deferred as the guidelines for this Act have not yet been published.	3rd February 2016

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POLICY & RESOURCES SCRUTINY COMMITTEE 25th NOVEMBER 2015

Present: Councillor D.W.H. Richards (Chair)

Councillors: D.M. Cundy, G. Davies (Vice-Chair), J.S. Edmunds, J.K. Howell, A. Lenny, A.G. Morgan, D. Price and D.E. Williams.

Councillor J. James – Substitute for Councillor A.W. Jones
Councillor M.K. Thomas – Substitute for Councillor J. Williams

Also in attendance:

Councillor L.D Evans – Executive Board Member (Equalities) (Item 9)

The following officers were in attendance:

Mr. C. Moore – Director of Corporate Services
Mrs. W. Walters – Assistant Chief Executive (ACE) Regeneration & Policy
Mr. J. Fearn – Head of Corporate Property
Mr. P. Sexton – Head of Audit, Risk & Procurement
Mr. J. Roberts - Head of IT & Central Support Services
Mrs. G. Ayers – Corporate Policy & Partnership Manager
Mrs. H. Font – Fitness for Work Manager
Mr. R. Edgecombe – Legal Services Manager
Ms. G. Morgan – Democratic Services Manager
Mrs. A. Wood – HR Strategic Manager
Mrs. B. James - Welsh Language Development Officer (Item 11)
Ms. L. Lawrence – Principal HR Officer
Ms. B. Dolan – Senior Consultant

Observing:

Ms. A. Thomas – Diversifying Democracy Mentee

Venue: Chamber, County Hall, Carmarthen (2:00pm – 4:05pm)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors T. Bowen, W.J.W. Evans, A.W. Jones and J. Williams

Apologies for absence were also received from Councillor P.A. Palmer, Executive Board Member (Community Champion, Customer Focus & Policy, Anti-Poverty Champion) and Councillor L.M. Stephens, Executive Board Member (Human Resources, Efficiencies & Collaboration and Welsh Language Champion).

2. DECLARATIONS OF PERSONAL INTEREST

Councillor	Minute Item	Nature of Interest
Councillor A.G. Morgan	Item 8	He leases an industrial unit in Delta Lakes, Llanelli

3. DECLARATION OF PROHIBITED PARTY WHIPS

There were no declarations of prohibited party whips.

4. PUBLIC QUESTIONS

None were received.

5. FORTHCOMING ITEMS

The Committee was provided with a list of forthcoming items to be considered at its next scheduled meeting on Wednesday, 6th of January 2016.

UNANIMOUSLY RESOLVED to note the forthcoming items.

6. REVENUE AND CAPITAL BUDGET MONITORING REPORT 2015/16

The Committee considered the monitoring report that outlined the budgetary position for the 2015/16 financial year as at the 31st August 2015. The report included:

- Corporate Revenue Budget (Appendix A);
- The Chief Executive's and Resources Revenue budget (Appendix B);
- Corporate Capital Programme 2015/16 (Appendix C) and
- The Chief Executive's and Resources Capital Programme 2015/16 (Appendix D)

The following issues were discussed during consideration of the report:

It was asked what the latest position was. The Director of Corporate Services stated that there had been no significant movement.

Concern was expressed about the pressures caused by school based EVR and redundancy costs. The Director of Corporate Services confirmed that was outside our control and a significant concern. They were working with schools to make them realise the impact of making staff redundant rather than transferring them between schools. It was also a concern that staff were being made redundant and then re-employed by another school.

Further information was requested in relation to slippage on some savings proposals this year. The Director of Corporate Services advised that there was a

significant piece of work by HR on standby savings which included negotiations with the employee side in terms of changing the rates. It was unlikely that the savings would be delivered this year. There had been a 6 – 8 month delay in delivering savings in Social Care however the changes had started to come through.

UNANIMOUSLY RESOLVED to receive the report.

7. HALF YEARLY CORPORATE PERFORMANCE MANAGEMENT REPORT – 1ST APRIL 2015 TO 30TH SEPTEMBER 2015

The Committee considered the report, which provided an overview of how the Authority was performing. The report included information regarding: Improvement Plan Monitoring – Actions & Measures (Report A); Outcome Agreement Grant (OAG) Monitoring (Report B); Sickness Absence (Report C); and Compliments / Complaints (Report D).

The following issues were discussed during consideration of the report:

The reasons for sickness absence were referred to and it was noted that musculo-skeletal, back and neck problems were the highest cause after stress, mental health and fatigue. The Fitness for Work Manager advised that these had improved from last year due to a programme of training and refreshers in manual handling and ensuring risk assessments were in place.

The CIPD surveys on sickness absence were noted. The Fitness for Work Manager stated that these were across all sectors in the UK. The figures showed favourable comparisons for the Council's performance in terms of similar sectors in the private sector. The Principal HR Officer added that the survey results were published in September and October and provided useful comparisons.

RESOLVED that the monitoring report be received.

8. HALF YEARLY DEPARTMENTAL PERFORMANCE MANAGEMENT REPORT – 1ST APRIL 2015 TO 30TH SEPTEMBER 2015

Councillor A.G. Morgan declared an interest in that he leases an industrial unit in Delta Lakes, Llanelli.

The Committee considered the performance management report which provided an overview of how the Chief Executive's and Resources Departments had performed last year. The report included information relating to:

- Heads of Service Overview of Performance (Report A)
- Improvement Plan Monitoring – Combined Actions and Measures Report (Report B)

The following issues were discussed during consideration of the report:

An update was requested in relation to the Hub in Llanelli, the Skype pilot and the future use of Ty Elwyn. The ACE Regeneration & Policy stated that visitors to the

Hub had been surveyed and the majority preferred it as a location for the Customer Services Centre. It was hoped to replicate the model in Ammanford and Carmarthen. There had been some problems with the Skype pilot in terms of connectivity in some rural areas and also some complaints about lack of privacy. It was hoped to secure funding to expand the scheme across rural Carmarthenshire. The Head of Corporate Property advised that the refurbishment of the ground floor at Ty Elwyn was due to be completed in the next few weeks with a small reception area and office accommodation. Ty Elwyn would also be a single location for the Children's Services Teams. There would also be an opportunity to base a police presence in the building. Cashiers were currently still located in Coleshill but would re-locate to the Hub when it was made ready.

Reference was made to the Rural Poverty Study looking at issues that affect rural communities. In response to a question, the ACE Regeneration & Policy confirmed and that the study would be used to ensure that funding went to the right areas. She agreed to circulate the study to the Committee.

It was asked whether or not the Audit section had enough resources. The Head of Audit, Risk & Procurement advised that the team currently comprised 9.4 FTE and that he would not want fewer resources than that. The Director of Corporate Resources added that they were actually looking at increasing the resource in light of issues that had arisen over the last year.

The Procurement Fitness Check was referred to and it was asked what issues remained unresolved as well as the overall direction of travel. The Head of Audit, Risk & Procurement stated that a focus group of Committee members would be meeting shortly to look in detail at the current position in Procurement. One of the main issues that remained unresolved related to category management which was the model used by the National Procurement Service (NPS) and not feasible with a team of 6 FTE in the Corporate Procurement Unit. Welsh Government also had 1 officer for every £10m spend. The Chief Executive was looking at opportunities to collaborate with Pembrokeshire in terms of category management. In response to an additional question, the Head of Audit, Risk & Procurement agreed to include a detailed analysis of Fitness Check in the Procurement Annual Report being presented to the Committee early in the New Year.

Reference was made to the Corporate ICT Strategy finalised earlier in the year which included implementing a "Bring your own device" policy. It was asked if this still the intention. The Head of IT & Central Support Services advised that he did not subscribe to the latter, preferring instead that officers were supplied with Council equipment. He was looking at commonalities with Pembrokeshire. Carmarthenshire would need to revisit the Corporate ICT Strategy. The ACE Regeneration & Policy added that there were significant information governance and security issues with a "Bring your own device" policy and the Corporate Management Team would be reviewing the issue as part of the new ICT Strategy being developed by the Head of IT & Central Support Services.

It was noted that the Payroll section had co-located with Human Resources. The Director of Corporate Services confirmed that the new arrangements were working well.

The high level of occupation of the Council's 400 industrial units was welcomed. It was asked however if the number of units was sufficient, particularly in rural areas where it was extremely difficult to get planning permission to develop outbuildings and new builds. The Head of Corporate Property advised that bids were being made for European funding for small industrial unit developments in the future and in rural areas. In response to an additional question about the potential to develop former schools into industrial units rather than residential use, he stated that some former schools, such as White Mill, had been sold for business use.

The poor condition of the units in Glanamman was referred to and it was asked if anything was proposed to improve them. The Head of Corporate Property confirmed that these units were amongst the 4% unoccupied and that they in poor condition. A bid to the proposed draft capital programme included proposals to refurbish and extend the estate as well as funding for development of further start up units for small businesses.

In response to a question about asset transfers in the Rural and Town areas of Llanelli, the Head of Corporate Property noted that Llanelli Rural Council, having accepted the asset transfers of parks in Swiss Valley and a few other places, had recently indicated that it was not interested in any further transfers. Llanelli Town Council had also confirmed that, whilst it was willing to support the funding of certain maintenance activities, it was not willing to accept transfer of those assets. It was intended to keep discussions open to try to encourage more transfers. He added that any parks or playgrounds that had not received an expression of interest by the end of March 2016 would be reported to the Executive Board and then the current policy was then to consult on ceasing to maintain those facilities not transferred. He also noted that some facilities were being transferred to clubs and sporting associations, not just to Community and Town Councils.

RESOLVED to receive the report.

9. DRAFT STRATEGIC EQUALITY PLAN 2016 – 2020

The Committee considered the draft Carmarthenshire County Council Strategic Equality Plan 2016-2020 which had been prepared to outline how the Council will meet its duties under the Equality Act 2010 and the Specific Duties for Wales.

The following issues were discussed during consideration of the report:

The Committee welcomed the Plan which was concisely and clearly written. It was asked how success would be measured. The ACE Regeneration & Policy advised that an action plan would be developed in February 2016 which would include assessing progress against the Plan's priorities and objectives. Annual reports would be presented to the Committee.

It was asked whether or not the Plan should include reference to the Living Wage. The ACE Regeneration & Policy stated that this issue had not been included as it would not necessarily be considered as an equalities matter and was within the remit of the Council's Pay Policy. The Director of Corporate Services added that there were also links with the budget and reminded the Committee that there were

now 2 Living Wages following the Chancellor's announcement about the National Living Wage. There would be stark choices on delivering it in the future.

RESOLVED to endorse the report.

10. SPEND ON EXTERNAL CONSULTANTS 2014/15

The Committee considered an annual update report that it had requested in respect of expenditure on external consultants and legal expertise.

The following issues were discussed during consideration of the report:

It was asked what governance and management analysis arrangements were in place regarding the expenditure. The Head of Audit, Risk & Procurement stated that the main spend was in the Environment Department and there was significant challenge in relation to the £1.7m spent in 2014/15. The Property Design & Projects Manager was preparing a report for the Corporate Management Team regarding the resources required to increase in-house capacity and reviewing the current Gateway and design framework arrangements. The ACE Regeneration & Policy added that business plans, evaluations and feasibility studies were required by many of the EU funded programmes and in some cases required independent evaluation hence external consultants had to be used. She signed off all applications for external expertise.

It was noted that the reasons for expenditure on external legal expertise were often lack of in-house capacity. It was asked if anything was being done to address this. The Legal Services Manager advised that 2 additional property solicitors were being recruited.

RESOLVED to receive the report.

11. WELSH LANGUAGE SCHEME ANNUAL REPORT 2015/15

The Committee considered the Annual Report on the Welsh Language Scheme necessary in order to comply with the Welsh Language Commissioner's monitoring arrangements. The report included the statutory and local indicators which measure compliance with the Scheme. It was advised that Standards would replace the current system of Welsh language schemes. The Welsh Language Commissioner gave Carmarthenshire County Council a compliance notice regarding the Welsh Language Standards Regulations on 30 September 2015 which requires the Council to comply with most of the standards by 30 March 2016.

The following issues were discussed during consideration of the report:

It was noted that the last staff linguistic survey had been carried out during 2011 and that the response rate, particularly in Education and Children's Services, had been disappointing. It was asked whether or not a further survey was planned. The Corporate Policy & Partnership Manager stated that this was a requirement of the new Standards. It was easier to survey staff with access to computers and

discussions were ongoing on how to survey those that did not. The survey had to be carried out before the end of March 2016.

Comments were made about the need for people to feel free to speak in their language of choice. The ACE Regeneration & Policy advised that personal confidence in speaking Welsh at any level was an issue that needed to be encouraged and that everyone had a role to play in this.

RESOLVED to endorse the report.

12. WELSH LANGUAGE SKILLS STRATEGY

The Committee was advised that the Council developed its first Language Skills Strategy in 2008, in order to ensure that sufficient skills were available in the workplace (through learning and development and recruitment) to meet the requirements of the Welsh Language Scheme. Further to the research and recommendations made by the Census Working Group, the Strategy had been reviewed in order to manage and plan staff language skills. The aim of the Strategy was also to ensure that the Council implements the requirements of the Welsh Language Standards, specifically the Operational Standard.

The following issues were discussed during consideration of the report:

It was asked who decided the linguistic skills level for new positions. The Corporate Policy & Partnership Manager advised that new levels under the ALTE framework were being introduced in the new Strategy which included a process for conducting assessments of the requirements for each new post. This was carried out by senior management and in some cases following advice by the Corporate Policy team.

RESOLVED to endorse the Strategy.

13. MID-YEAR TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT (1ST APRIL TO 30TH SEPTEMBER 2015)

The Committee considered the Annual Report listing the treasury management activities which occurred during the first half of the year in line with the Treasury Management Policy and Strategy 2015-2016 that was adopted by Council on the 24th February 2015.

RESOLVED to endorse the report.

14. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT

The Committee received an explanation for the non-submission of the Well-Being of Future Generations (Wales) Act 2015, ICT Strategy and Combined Spend on Private Sector and Third Sector Services reports.

UNANIMOUSLY RESOLVED that the explanations be noted.

15. POLICY & RESOURCES SCRUTINY COMMITTEE ACTIONS AND REFERRALS UPDATE

RESOLVED that the report detailing progress in relation to actions, requests or referrals emerging from previous scrutiny meetings, be noted.

16. TO SIGN AS CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 5TH OCTOBER 2015

RESOLVED that the minutes of the previous meeting held on 5TH October 2015, be signed as a correct record.

SIGNED: _____ (Chair)

DATE: _____