

Document Pack



Wendy Walters
Prif Weithredwr,
Chief Executive,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

TUESDAY, 12 NOVEMBER 2019

TO: ALL MEMBERS OF THE COMMUNITY SCRUTINY COMMITTEE

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE COMMUNITY SCRUTINY COMMITTEE WHICH WILL BE HELD IN THE CHAMBER, COUNTY HALL, CARMARTHEN. SA31 1JP. AT 10.00 AM ON TUESDAY, 19TH NOVEMBER, 2019 FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Wendy Walters

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Kevin J Thomas
Telephone (Direct Line):	01267 224027
E-Mail:	KJThomas@carmarthenshire.gov.uk
Ref:	AD016-001

COMMUNITY SCRUTINY COMMITTEE

13 MEMBERS

PLAID CYMRU GROUP – 7 MEMBERS

- | | | |
|----|------------|----------------------------|
| 1. | Councillor | Ann Davies |
| 2. | Councillor | Handel Davies |
| 3. | Councillor | Colin Evans |
| 4. | Councillor | Jeanette Gilasbey |
| 5. | Councillor | Betsan Jones |
| 6. | Councillor | Gareth Thomas (Vice-Chair) |
| 7. | Councillor | Aled Vaughan Owen |

LABOUR GROUP – 3 MEMBERS

- | | | |
|----|------------|------------------|
| 1. | Councillor | Fozia Akhtar |
| 2. | Councillor | Rob Evans |
| 3. | Councillor | Shirley Matthews |

INDEPENDENT GROUP – 3 MEMBERS

- | | | |
|----|------------|-----------------|
| 1. | Councillor | Anthony Davies |
| 2. | Councillor | Irfon Jones |
| 3. | Councillor | Hugh Shepardson |

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTERESTS INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM
3. PUBLIC QUESTIONS (NONE RECEIVED)
4. UNIVERSAL CREDIT FULL SERVICE UPDATE FOR CARMARTHENSHIRE 5 - 24
5. REVENUE & CAPITAL BUDGET MONITORING REPORT 2019/20 25 - 52
6. FORTHCOMING ITEMS 53 - 54
7. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON:
 - 7 .1 3RD OCTOBER, 2019 55 - 60
 - 7 .2 16TH OCTOBER, 2019 61 - 66

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COMMUNITY SCRUTINY COMMITTEE

DATE: 19TH NOVEMBER, 2019

SUBJECT:
UNIVERSAL CREDIT FULL SERVICE UPDATE FOR
CARMARTHENSHIRE

To consider and comment on the following issues:

- That the update and support provided be noted.

Reasons:

To provide an update on the effect of Universal Credit on Council tenancies, alongside support provision available to Carmarthenshire residents moving onto Universal Credit in the County.

To be referred to the Executive Board / Council for decision: NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr Cefin Campbell (Communities & Rural Affairs)

Cllr Linda Evans (Housing Portfolio Holder)

Cllr. David Jenkins (Resources Portfolio Holder)

Directorate

Communities

Name of Head of Service:

Jonathan Morgan

Helen Pugh

Report Author:

Gwyneth Ayres

Maria Brookfield

Designations:

Head of Homes & Safer Communities

Head of Revenues & Financial
Compliance

Corporate Policy & Partnership
Manager

Housing Policy Lead

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EXECUTIVE SUMMARY
COMMUNITY SCRUTINY COMMITTEE
19TH NOVEMBER, 2019

UNIVERSAL CREDIT

**POSITION STATEMENT FOR HOMES AND SAFER COMMUNITIES AND
SUPPORT PROVISION PROVIDED BY THE COUNCIL SERVICES**

With effect from 12th December 2018 Carmarthenshire became a Full Service Area for Universal Credit. Anyone making a new claim for one of the effected legacy benefits will now be required to claim Universal Credit.

Universal Credit contains a Housing Cost Element that replaces Housing Benefit. This is paid directly to the tenant, who is then responsible for paying their rent.

Universal Credit is paid monthly in arrears.

As at week commencing 30th of September 2019, there were 957 council tenancies on Universal Credit. This number is in line with predicted cases.

With this amount of tenants on Universal Credit, rent arrears have not increased as significantly as expected. This is due largely to having a robust plan in place with early intervention and support being key.

Currently tenants will move onto Universal Credit if they need to make a new claim to one of the effected benefits.

Managed migration will be the next stage of roll out for Universal Credit.

As yet, the Department of Works and Pension have not issued any information on how this will be carried out.

This report provides an overview of the current position within Homes and Safer Communities. It also outlines the package of support and advice provided by Council Services to help those affected with a view of minimising the financial impact and to help, where appropriate, people back into employment. This includes:

- Support for Council Tenants;
- Support for Housing Benefit Claimants;
- Support for Veterans
- Signposting to support through Yr Hwb'

**Detailed Report
Attached:**

Yes
Appendix 1 – Supporting Welsh Government
Appendix 2 – Universal Credit Leaflet

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: Jonathan Morgan, Head of Homes and Safer Communities
Helen Pugh, Head of Revenues and Financial Compliance

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

1. Policy, Crime & Disorder and Equalities

UC is a UK Government led programme introduced as part of the Welfare Reform Act 2012. The programme is being introduced in stages across Britain.

3. Finance

It is expected that rent arrears will rise in the short to medium term based on the experience of other social housing landlords. We will however be offering tailored advice and support to our most vulnerable tenants in order to navigate them through the process. Arrears have not increased in line with predictions and currently we appear to be bucking the trends in relation to UC rent accounts.

Provision for bad debt for 2019/20 currently stands at £494K. While we expect the impact of Universal Credit may influence this, we do not envisage any increase in this provision for the next 12-18 months.

4. ICT

The UC programme requires that applications are completed online. Assisted Digital Support is provided by CAB. The Council's Libraries and Yr Hwb provide access to IT equipment and free WIFI.

5. Risk Management Issues

2,756 of our tenants currently claim Housing Benefit and they are likely to all transfer to UC by 2023. UC could potentially effect a further 1570 tenants below pensionable age not in receipt of Housing Benefit. Currently 957 tenancies are already in receipt of Universal Credit, with half of these cases coming from tenants not in receipt of Housing Benefit. It is expected that rent arrears will rise in the short to medium term based on the experience of other social housing landlords there are robust plans to mitigate the impact.

6. Staffing Implications

We have completed the re-alignment of the Homes and Safer Communities Division where we reviewed our capacity to provide additional support to those affected. As part of that re-alignment we have created a dedicated Tenancy Support Team which will assist in providing the focus required.

Through additional funding provided by Welsh Government we have employed two new members of staff. In addition, new funding will provide three specialist welfare benefit and debt advisors via a 3rd sector partner.

CONSULTATIONS

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

Signed: Jonathan Morgan, Acting Head of Homes & Safer Communities

Helen Pugh, Head of Revenues & Financial Compliance

1. Local Member(s)

All members have been invited to take part in numerous seminars relating to UC rollout.

2. Community / Town Council

The Council has supported circulation of information to all Carmarthenshire Town & Community Councils about the programme and officers from Department for Work & Pensions (DWP) attended the Liaison Forum on the 8 November 2018.

3. Relevant Partners

On-going discussions with Department for Work & Pensions and third sector support services.

4. Staff Side Representatives and other Organisations

N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THERE ARE NONE

Carmarthenshire County Council Universal Credit – Position Statement of Homes and Safer Communities / Support for Residents

November 2019



Summary

With effect from 12th December 2018 Carmarthenshire became a Full Service Area for Universal Credit. Anyone making a new claim for one of the effected legacy benefits will be required to claim Universal Credit.

A test and learn exercise is currently being trialled in Harrogate in relation to managed migration and will run until July 2020. Managed migration or Move to UC for existing claimants of the affected legacy benefits to Universal Credit will not now begin until after July 2020. The government has maintained that the full managed migration programme will still be completed by December 2023.

As yet, the Department for Work and Pensions have not issued any information on how the Move to UC will be carried out.

This summary provides an overview of the key support currently offered and planned, following full service implementation. It also provides a snapshot of the current position within the Homes and Safer Communities Department in relation to rent arrears and the number of tenancies on Universal Credit.

Universal Credit Full Service Support

Division: Housing Benefit

Department: Corporate Services

The Benefits Section continue to provide support to existing Housing Benefit Claimants and those transferring to Universal Credit.

- The section are pro-active in ensuring Universal Credit Claimants take up entitlement to Council Tax Reduction.
- In addition to this, the section work closely with DWP and provide technical Housing Benefit advice to DWP colleagues when needed.
- The section are responsible for administering the Discretionary Housing Payment Grant, and ensure maximum take up for those not able to afford the shortfall between their Housing Benefit/Universal Credit and rent.
- Discretionary Housing Payment Workshop/training sessions are being held with Landlords including the Housing Department and Housing Associations to ensure that cases are identified and that applications are correctly and fully completed to ensure that awards can be made quickly.
- The Personal Budgeting Support Officer ensures that the customer is able to budget their finances and is able to provide money advice, recommend applying for alternative payments, liaise with stakeholders / organisations, such as the foodbanks and apply for discretionary assistance fund grants.

Support for Council Tenants

Division: Homes and Safer Communities

Department: Communities

General Overview

Within Carmarthenshire County Council's housing stock, we currently have 2,756 tenancies that are in receipt of housing benefit and within the working age category. These tenants will at some point have to move on to Universal Credit. Our estimate of how many tenants will move across to Universal Credit has proved to be correct with around 100 tenancies per month going over to the new benefit.

As at week commencing 30th of September 2019, there are 957 tenancies on Universal Credit.

We have a further 1,570 tenancies below pensionable age, not in receipt of Housing Benefit. We are unable to identify what income these tenancies have, but if they have a change of circumstances, could possibly need to claim Universal Credit.

Temporary accommodation is unaffected by Universal Credit and Housing Benefit remains in place.

We continue to work closely with the Department of Works and Pensions (DWP), attending quarterly Regional Social Housing Partnership group and also ad-hoc meetings with DWP Partnership Managers. This is in addition to the Housing Officers working out of Job Centre Plus offices. One of our main objectives is to ensure we are doing all we can to support our tenants through the process. This includes:

- 12 Housing Officers who are patch based and specialise in providing the necessary support to tenants to help sustain their tenancies and ensure that the rent is paid.
- A pre-tenancy service using new grant funding to help and advise new tenants to ensure appropriate benefits are accessed and the tenancy starts on the best possible footing.
- Writing to every tenant below pensionable age advising what support we can offer, enclosing a leaflet on UC and Council Tax Reduction (Appendix 2).
- We are notified when a tenant makes an application for Universal Credit via the landlord portal and aim to make immediate contact to offer support if required.
- Improving household's income through activities including basic budgeting support, advice on savings via utility bills etc. and help to complete DHP applications;
- Working closely with our colleagues in Shelter Cymru to help sustain tenancies.
- Tenants will be signposted to our libraries and Hubs where they can access computers and free Wi-Fi. Assisted Digital Support is provided by the Citizens Advice Bureau.

- Continuing to work with third sector partners to ensure we provide as much advice and support as possible;
- Co-funding with Supporting People, a specialist debt and welfare benefits advice team, co-located at Eastgate to allow ease of referral by Housing Officers.

Managed Migration / Move to UC

The Department for Works and Pension are currently running a trial with up to 10,000 benefit claimants in Harrogate on a test and learn programme for 'Move to UC'. This trial will run until July 2020. Once the trial is complete, we are expecting guidance from the DWP on how the move to UC will be handled and time scales. It has also been mentioned that the trial will look at a "who knows me best" approach – this could mean that if a council tenant makes a claim, it will be deemed that we know them best and will be best placed to provide the support for that person to make the claim. Further details on this approach will follow after the pilot has been completed. If this is an approach that will be adopted, it may have resource implications for the department, depending on the numbers and scale of additional work.

Facts and Figures

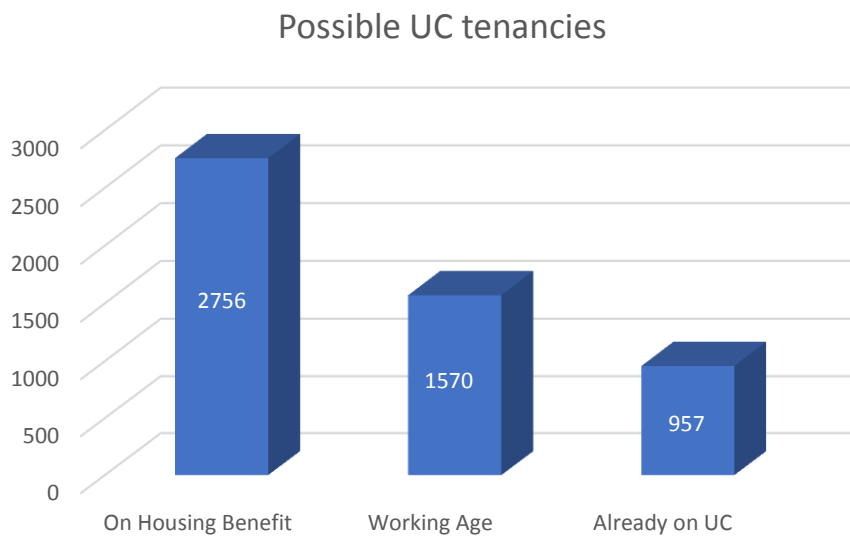
Homes and Safer Communities currently has 957 tenancies in receipt of Universal Credit.

If the numbers naturally migrating to UC remain as they are, it's likely that when the 'Move to UC trial' is complete in July 2020, we will already have approx. 1,800 of our tenancies on Universal Credit. Depending on how long after the pilot ends and when Carmarthenshire is scheduled for Move to UC, many of the historic Housing Benefit claimants may have naturally migrated across to UC before the mass 'Move to UC' takes place.

In January 2018 we identified 3,230 of our tenants at risk of going onto UC (under 65 and in receipt of Housing Benefit) and 2,100 tenants below pensionable age who do not receive Housing Benefit and we are not aware of their financial circumstances.

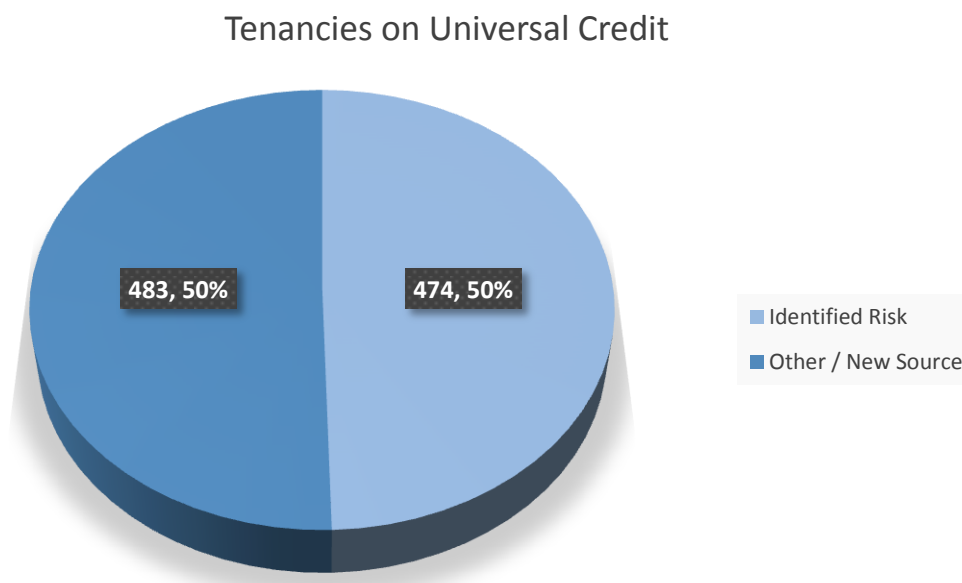
To date we have 957 tenants on Universal Credit.

Currently, we can identify 2,754 cases at risk of UC (under 65 and in receipt of Housing Benefit) and 1,570 below pensionable age who do not receive Housing Benefit.



This means that of the tenants we have seen go onto universal credit

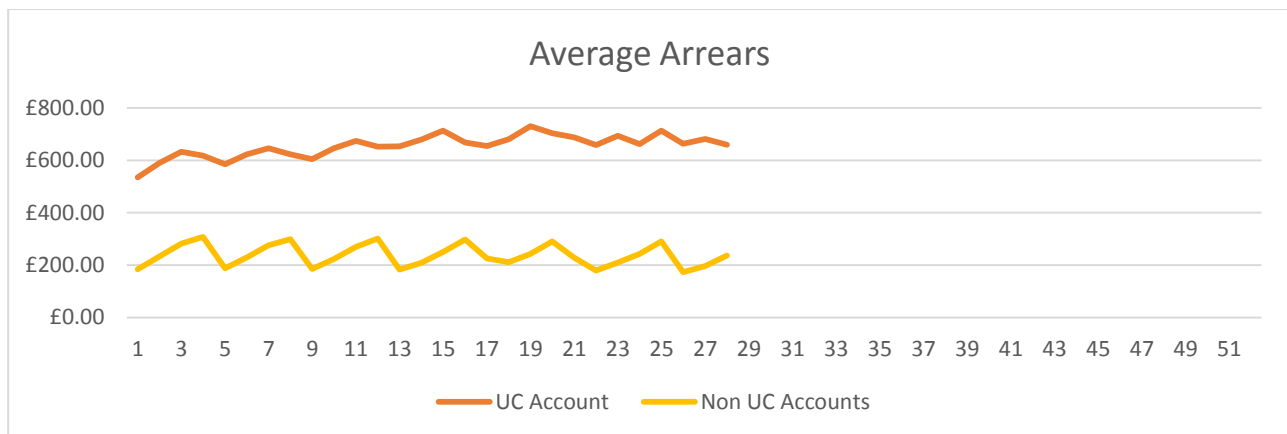
- 474 potential cases from original risk identified
- 483 from other/new sources (not on HB)



This is showing that only around 50% of current cases were from the originally identified risk. This indicates that more tenancies will go across to Universal Credit than originally predicted.

Our average arrears of a tenancy on legacy benefits is: £195.68

Our average arrears of a tenancy on UC is: £681.61



It should be noted that due to the way Universal Credit is paid (1st payment 5 weeks after the claim is made, then monthly) tenants are often not in a position to make a payment into their rent account until they have received their money – monthly in arrears.

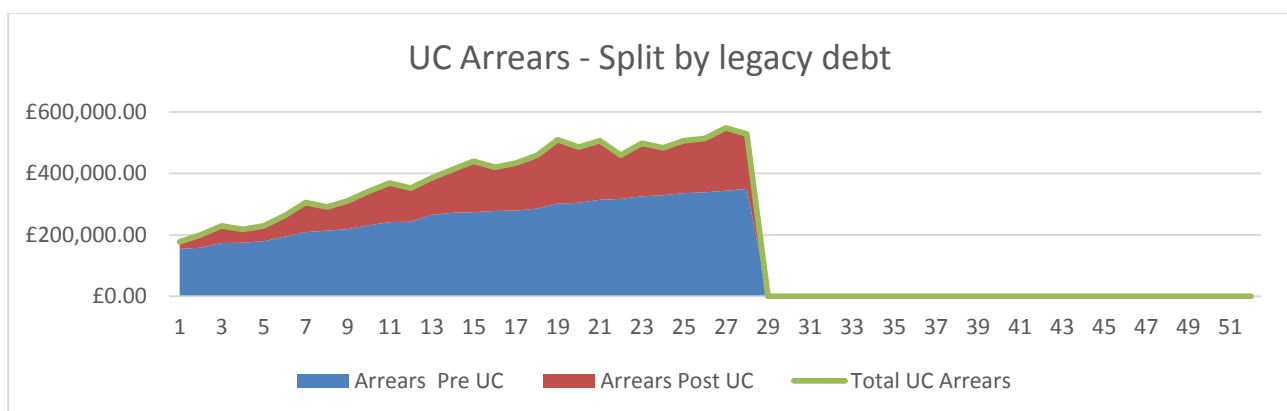
The arrears on UC would also take into account payments that have been made directly to us from the DWP, but that have not yet been paid due to the delay in receiving managed payments.

We currently have 141 of tenants on managed payments, approx. 15%, and depending on what date the payment falls in relation to our 3rd party schedule from the DWP, rental payments can take up to 8 weeks to hit the rent accounts. This often falsely inflates the arrears for UC tenancies. The value of the last schedule to come from the DWP was £77,495.

The figure of arrears attached to UC tenancies is £548,011.17. The breakdown is as follows:

Arrears Pre UC: £343,689.45

Arrears Post UC: £204,321.72

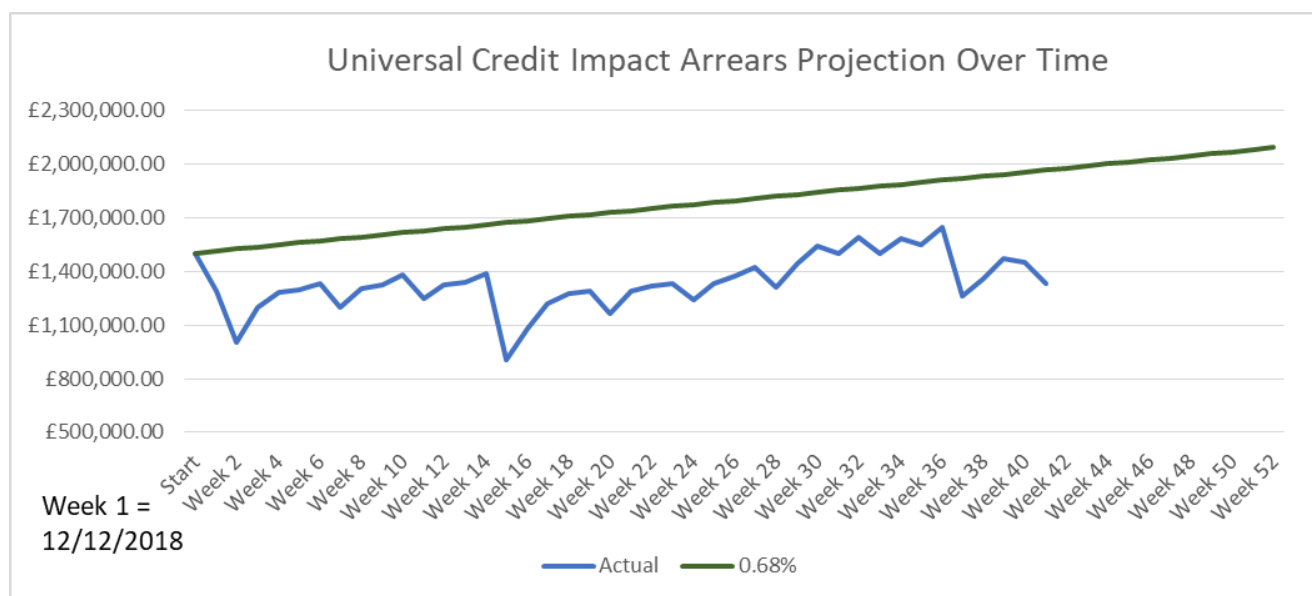


This figure assumes that any payment made after the tenancy moves onto UC comes off the UC figure and not the legacy figure.

As payment dates differ on UC, there is no fixed point in the month when all claims clear the rent balance as it does with Direct Debit.

Projections

(ii) Universal Credit Claims



N.b. The above graph counts the number of weeks from 12/12/2018 (Live Service)

Prior to UC coming in, an impact assessment was carried out based on the live tenancies we had on UC. We are currently below our initial prediction. This is due to having a robust plan in place to support our tenants when they move onto UC.

First payments being 5 weeks in arrears will have a significant impact on our arrears. In the initial stages of tenants moving onto UC we should consider arrears of 5 weeks or less as inevitable going forward.

We have collected more actual income each month this financial year than previous years even with the introduction of UC. This is bucking the trend of the UC trials and other Local Authority experiences.

Foodbank usage

	Carmarthen	Llanelli	Ammanford
Parcels issued 2018/19	1060	1664	717
Parcels issued 2017/18	958	1572	Not provided
Families	153 (14.43%)	287 (17.25%)	457 (63.73%)
Couples	134 (12.64%)	184 (11.06%)	-

Single Parent	194 (18.3%)	343 (20.61%)	-
Single	516 (48.68%)	752 (45.19%)	260 (36.27%)
Other	63 (5.94%)	98 (5.89%)	-

Feedback from the Foodbanks indicate that benefit changes and / or delays seem to be a primary reason for accessing the foodbank. Even though Ammanford did not provide figures for 2017/18, they stated in their e-mail that over the summer period, request for vouchers saw a 43% increase from the summer of 2018.

Supporting Welsh Government (Appendix 1)

Welsh Government have commissioned Policy in Practice to undertake research to assess the impact of Universal Credit on the Council Tax Reduction Scheme (CTRS) and rent arrears in Wales. More specifically the aims of the research are to:

- assess the impact of Universal Credit on CTRS caseload and award levels in Wales;
- develop a clear picture of the winners and losers – i.e households which are better or worse off under Universal Credit in the context of CTRS awards, to inform policy development of the CTRS;
- develop an understanding of patterns of council tax debt and arrears across Wales and within and between Welsh local authorities;
- assess the wider impact of Universal Credit on rent arrears in Wales and the reasons behind this;
- explore the awareness and use the available support offered by DWP, and that provided by landlords and third party organisations.

We have been providing data quarterly on current rent arrears for this project. Letters have also been sent along with a text and electronic link to the 957 tenants we have on UC to take part in a consultation questionnaire on their experience of UC.

All figures and data provided for week commencing 30th September 2019.

Support for Veterans

Division: Corporate Policy

Department: Regeneration & Policy

- Support is provided under the aegis of the Armed Forces Covenant Local Covenant Partnership (AFC LCP) which is organised and chaired by the Council in order to promote collaboration, avoid duplication and cohere activity between public and non-public bodies for the benefit of the Armed Forces Community.
- Regional Veterans' Hubs representatives attending the AFC LCP routinely report an increase in Veterans requiring assistance with Universal Credit form filling and appeals.
- The DWP District Armed Forces Champions representative attends the AFC LCP and offers overarching advice and updates to members as appropriate – they are also able to capture issues and evidence from the ground as appropriate and feed these back through their organisation in order to evolve processes to better meet peoples' needs.
- A member of the Council staff also represents the local Armed Forces Community at the biannual DWP District Armed Forces Champions meeting where Universal Credit roll-out is routinely discussed.

Signposting Support

Division: Yr Hwb

Department: Chief Executive's Department

The hwb supports customers with Universal Credit via a signposting service. Customers are signposted to CAB and other UC support organisations including Catch Up, Eiriol and Links. Customers who require digital support are signposted to the library, with a view to digitally upskill via learn direct. Customers are further supported via a triage system and signposted to the relevant employability project to suit their needs, who in turn can support with the customers UC requirements.

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To:
Leaders of County and County Borough Councils in Wales

Copied to:
Chief Executives and Directors of Finance, County and County Borough Councils in Wales
Chief Executive and Director of Finance, Welsh Local Government Association

14 February 2019

Dear Leader,

At the Finance Sub Group on 23 January, I outlined the work the Welsh Government is undertaking to assess the impact of the UK Government's welfare reforms on households in Wales. In particular, I am keen to understand in more detail the impact of the rollout of Universal Credit on eligibility for the council tax reduction scheme (CTRS), on housing rent arrears, and on the risk of households falling into debt. Decisions taken by the UK Government about welfare benefits are having a direct impact on areas of devolved responsibility, and we are beginning to see adverse effects across Wales.

There is a growing body of evidence which shows that the impact of welfare reform is being felt in a number of ways. It is directly reducing the number of households who are automatically passported into the council tax reduction scheme, making it more difficult for local authorities to contact eligible households and making the application process more complicated. There is a loss of information held by local authorities as the administration of Housing Benefit is being gradually removed from local authority control. The switch to Universal Credit is also resulting in a negative short-term shock to household finances, which may be causing or escalating wider debt issues. In particular, we are concerned that the administration of payments for Universal Credit, and particularly the housing costs element, could be leading to additional rent arrears for some people. Advice services report that they are being overburdened by Universal Credit cases and are seeing increased requests for support.

I recently appointed Policy in Practice to undertake a detailed year-long assessment. As different parts of Wales have experienced the rollout to Universal Credit 'Full Service' at different times, the assessment will enable us to make detailed comparisons across areas and groups. As well as providing the Welsh Government with the evidence it needs to respond to policy issues, the project is designed to provide individual local authorities with some local evidence which will enable you to understand the effects in your area and feed into your plans for services.

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
0300 0604400

Bae Caerdydd • Cardiff Bay
Caerdydd • Cardiff
CF99 1NA

Correspondence.Rebecca.Evans@gov.wales
Gohebiaeth.Rebecca.Evans@llyw.cymru

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

The project will look in detail at the effect of Universal Credit on council tax reduction applications, caseloads and award levels, on the patterns of council tax debt and on rent arrears. The analysis will help us to develop the council tax reduction scheme to ensure it maintains entitlement to support, to improve the management of council tax arrears and to consider the policy options for reducing the incidence and impact of rent arrears.

As I mentioned at Finance Sub Group, the detailed assessment will need to draw upon data held by each local authority, such as the Single Housing Benefit Extract, council tax data and social housing information (eg. rent arrears). The local authority representatives at Finance Sub Group supported this work and responded positively to my request for cooperation in the sharing of data. I understand that a number of local authorities already have data-sharing arrangements with Policy in Practice to facilitate analysis locally. You can find further information on the data-sharing that will enable Policy in Practice to undertake this research by visiting:

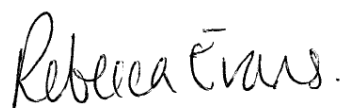
<http://policyinpractice.co.uk/wales/>

My officials will establish a small steering group which will include officials from local government and the Welsh Local Government Association to ensure stakeholders are kept informed of progress. We have asked Policy in Practice to report on their findings by the end of the year but anticipate the contract will be punctuated by interim reports during 2019.

We expect the findings from the research to inform our development of CTRS from 2020-21 onwards to provide parity of treatment between people who have transferred onto Universal Credit and people who have not. We will also use the findings to consider whether more fundamental development of the scheme is needed over the medium term to make council tax fairer.

I am grateful for your continued support in ensuring we use all our levers to mitigate the impact of the UK Government's ongoing welfare reforms on vulnerable and low-income households across Wales.

Yours sincerely,



Rebecca Evans AC/AM

Y Gweinidog Cyllid a'r Trefnydd
Minister for Finance and Trefnydd

Opening up work_

Universal Credit Full Service is coming to
Carmarthenshire from the 12th December 2018

Are you in receipt of any of these?

- *Child Tax Credit*
- *Housing Benefit*
- *Income Support*
- *Working Tax Credit*
- *Income based Jobseekers Allowance*
- *Income-related Employment and Support Allowance*

***Anyone making a new claim for one of the above benefits
after this date will be required to claim Universal Credit.***

Don't panic...

**If you are currently getting one or more of the benefits listed,
you will not be affected straight away.**

The DWP will let you know when and how to claim Universal Credit.

Universal Credit is Coming...

Are you ready?

Page 22

Universal Credit will replace:

- Income based Jobseekers Allowance
- Housing Benefit
- Working Tax Credit
- Income-related Employment and Support Allowance
- Income Support
- Child Tax Credit

From 12th December Carmarthenshire Residents making a new claim to one or more of the six benefits listed will be required to make a claim for Universal Credit.

Pension Credit and Personal Independent Payment (PIP) are not affected by Universal Credit.

Paying your rent...

Once you make a claim for Universal Credit your Housing Benefit will stop and you will need to claim the Housing Cost Element as part of your Universal Credit claim. This will be paid directly to you and you must use this money to pay your rent. Failure to do so may cause you to lose your home.

Rent Matters



Some tenants may be eligible to have rent paid directly to their landlord. Please speak to your Jobcentre.

If you are a tenant of Carmarthenshire County Council, please speak to your Housing Officer and advise them that you have claimed Universal Credit
Tel: 01267 234567

If you need help with money before you receive your first payment, you can request an Advance. This is an interest free loan. Deductions are made from your monthly Universal Credit Payment.

You will have up to 12 months to repay the Advance.

In some instances you can be paid every two weeks or have your payment split.

Your Claimant Commitment

You will have to accept a 'claimant commitment' if you want to get Universal Credit. This is a tailored contract that details the steps you will take to prepare and look for work.



Banking

Universal Credit will be paid into a bank account

Set one up or use the one you have.



Online

All claims are managed online, so you need to know where you can access the internet and you will need an e-mail account.



Budgeting

You need to plan your budget. Universal Credit is paid **monthly** rather than weekly or fortnightly. Please ask at your Jobcentre what support is available.

How you will be paid

Universal Credit will be paid once a month, into your bank / building society account

If you live with a partner and you both claim Universal Credit you'll receive a single payment that covers you both.

Council Tax Reduction

If you apply for Universal Credit, your Universal Credit payment includes a payment of your rent (housing costs), but does not include Council Tax Reduction. The application form can be found on the Carmarthenshire County Council website, for information contact:

01554 742100 or hb@carmarthenshire.gov.uk

To claim go to: www.gov.uk/universal-credit
Universal Credit helpline – 0800 328 5644

or contact via your journal or visiting your local Jobcentre Plus office.

Claim Checklist

Before you can complete your Universal Credit Claim online, you will need all of the following details:

- ✓ Your bank or building society account details (call the Universal Credit helpline if you do not have one)
- ✓ An email address
- ✓ Your National Insurance number
- ✓ Information about your housing, for example how much rent you pay
- ✓ Details of your income, for example payslips
- ✓ Details of savings and any investments, like shares or a property that you rent out
- ✓ Details of how much you pay for childcare if you're applying for help with childcare costs

You also have to verify your identity online.

You'll need some proof of identity for this, for example your:

- ✓ Driving licence
- ✓ Passport
- ✓ Debit or credit card

What support Carmarthenshire County Council will offer their residents...

Access to Wi-Fi and computers available in the following...

Llanelli Library - 01554 744327

Carmarthen Library - 01267 244824

Ammanford Library - 01269 598360

Monday & Thursday: 9am – 7pm

Tuesday, Wednesday & Friday: 9am – 6pm

Saturday: 9am – 5pm

If you're not a member remember your ID (proof of address e.g. driving licence or utility bill) to join for free.

Hwb Llanelli

01267 234567

Monday - Thursday: 9am – 5pm

Friday: 9am – 4pm

Gyda chefnogaeth | Supported by



Page 23

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COMMUNITY SCRUTINY COMMITTEE 19th NOVEMBER 2019

Revenue & Capital Budget Monitoring Report 2019/20

To consider and comment on the following issues:

- That the Scrutiny Committee receives the budget monitoring report for the Housing, Regeneration & Property, Planning and Leisure & Recreation Services and considers the budgetary position.

Reasons:

- To provide Scrutiny with an update on the latest budgetary position as at 31st August 2019, in respect of 2019-20.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

- Cllr. Linda Evans (Housing)
- Cllr. Emlyn Dole (Economic Development)
- Cllr. Peter Hughes-Griffiths (Culture, Sport & Tourism)
- Cllr. David Jenkins (Resources)

Directorate: Corporate Services Name of Service Director: Chris Moore Report Author: Chris Moore	Designation: Director of Corporate Services	Tel No. / E-Mail Address: 01267 224120 CMoore@carmarthenshire.gov.uk
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EXECUTIVE SUMMARY

COMMUNITY SCRUTINY COMMITTEE 19th NOVEMBER 2019

Revenue & Capital Budget Monitoring Report 2019/20

The Financial monitoring Report is presented as follows:

Revenue Budgets

Appendix A

Summary position for the Community Scrutiny Committee. Services within the Community Scrutiny remit are forecasting a £703k overspend.

Appendix B

Report on the main variances on agreed budgets.

Appendix C

Detail variances for information purposes only.

Appendix D

The HRA is predicting to be underspent by £32k for 2019/20.

Capital Budgets

Appendix E

Details the main variances on capital schemes, which shows a forecasted net spend of £42,497k compared with a working net budget of £42,666k giving a £-169k variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed.

Appendix F

Details all Capital Regeneration Schemes

Appendix G

Details all Capital Leisure Schemes

Appendix H

Details all Capital Housing General Fund (Private Housing) Schemes

Appendix I

Details all Capital Housing HRA (Public Housing) Schemes

Appendix J

Savings Monitoring Report

DETAILED REPORT ATTACHED?

YES – A list of the main variances is attached to this report.

IMPLICATIONS

<p>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.</p> <p>Signed: Chris Moore Director of Corporate Services</p>						
Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	NONE

3. Finance

Revenue - The Regeneration & Property, Planning, Leisure & Recreation and Non-HRA Housing Services show a net variance of £703k against the 2019/20 approved budgets and the HRA Housing Service is predicting to be underspent by £32k.

Capital - The capital programme shows a variance of -£169k against the 2019/20 approved budget.

Savings Report - The expectation is that at year end £50k of Managerial savings put forward for 2019/20 will not have been delivered however Policy savings are projected to be on target

CONSULTATIONS

<p>I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:</p> <p>Signed: Chris Moore Director of Corporate Services</p>	
<p>1. Local Member(s) – N/A 2. Community / Town Council – N/A 3. Relevant Partners – N/A 4. Staff Side Representatives and other Organisations – N/A</p>	
<p>Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:</p> <p>THESE ARE DETAILED BELOW:</p>	
Title of Document	File Ref No. / Locations that the papers are available for public inspection
2019/20 Budget	Corporate Services Department, County Hall, Carmarthen

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Community Scrutiny Report
Budget Monitoring as at 31st August 2019 - Summary

Division	Working Budget				Forecasted				August 2019 Forecasted Variance for Year £'000	June 2019 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Regeneration & Property	12,204	-9,051	6,240	9,393	11,475	-8,147	6,240	9,568	175	98
Planning	4,099	-2,288	284	2,094	4,496	-2,223	284	2,557	463	452
Leisure & Recreation	15,645	-8,213	4,559	11,991	15,359	-7,927	4,559	11,991	0	0
Council Fund Housing	9,147	-7,949	243	1,442	9,452	-8,190	243	1,506	64	24
GRAND TOTAL	41,094	-27,501	11,326	24,919	40,782	-26,487	11,326	25,622	703	574

Community Scrutiny Report

Budget Monitoring as at 31st August 2019 - Main Variances

Page 30	Division	Working Budget		Forecasted		August 2019	Notes	June 2019
		Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
	Regeneration & Property							
	Regeneration - Core Budgets							
	Regeneration Management	319	0	286	0	-33	Staff time rechargeable to City Deal project	-7
	Commercial Properties	31	-594	47	-689	-79	High Occupancy Levels resulting in additional income	-92
	Provision Markets	566	-638	551	-573	49	Essential maintenance required in year at both Llanelli and Carmarthen Markets	37
	Net Zero Carbon Local Authority	0	0	90	0	90	Costs associated with the authority's commitment to reduce carbon in the forthcoming years	100
	Administrative Buildings	2,902	-854	2,836	-739	50	Proposed rental income efficiency of £50k for Ty'r Nant is no longer achievable as building is in the process of being sold.	50
	Industrial Premises	529	-1,567	470	-1,565	-57	High Occupancy Levels resulting in additional income	-80
	Livestock Markets	58	-205	18	-7	157	Anticipated shortfall in income collected at Nant Y Ci Mart	87
	Planning							
	Policy-Development Planning	567	0	579	0	12	Overspend due to projected non-achievement of income - no longer carrying out consultancy work for other Depts. etc.	15
	Development Management	1,536	-1,274	1,546	-801	483	WG set planning fees, but across Wales there is recognition that full cost recovery of planning services will not be achieved from planning fees alone. Most LPAs only cover on average 60% of their costs of delivering the development management service through fees, and the last increase in fees was in 2015. WG expect that at least part of the Development Management function should be met by Local Authorities themselves – to encourage development to come forward. Currently Carmarthenshire's Development Management section is budgeted to fund 78% of its costs through fees generated, this is currently being reviewed. WG have committed to review fees, but there is no known timetable for this workstream.	493
	Tywi Centre	34	-34	102	-115	-13	Projected surplus being generated from running training courses at the Tywi Centre	-36
	Leisure & Recreation							
	Millenium Coastal Park	221	-32	226	-60	-23	One off Compensation income from Welsh Water	-9
	Carmarthen Leisure Centre	1,567	-1,606	1,566	-1,566	38	Forecasting lower sales volumes in income to budget	14
	Amman Valley Leisure Centre	846	-707	838	-755	-55	Forecasting higher sales volumes in income to budget	-52
	Sport & Leisure General	877	-58	890	-58	14	Free swim grant only currently approved for 6 months £14k	14
	Outdoor Recreation - Staffing costs	229	0	254	-8	16	Operational staffing costs linked to implementation of restructure. This variance is likely to reduce once fully implemented	30
	Llyn Lech Owain Country Park	85	-33	85	-53	-20	Forecasting higher income to budget due to sale of wood from planned Tree Felling	-2
	Museums General	165	0	189	0	24	Unable to achieve vacancy factor	8
	Arts General	39	0	5	0	-35	Vacant post being held pending Service review	-43

Community Scrutiny Report

Budget Monitoring as at 31st August 2019 - Main Variances

Division	Working Budget		Forecasted		August 2019	Notes	June 2019
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
St Clears Craft Centre	151	-88	136	-58	16	Forecast shortfall in income to budget in this newly established in-house catering facility	20
Laugharne Boathouse	147	-109	160	-111	11	Forecast overspend in casual Customer Service Assistant posts	0
Leisure Management	320	0	291	0	-29	Vacant posts being held pending Service review	-4
Council Fund Housing							
Home Improvement (Non HRA)	756	-297	770	-247	64	Overspend on salaries	26
Temporary Accommodation	492	-106	766	-367	14	Overspend on room hire	0
Other Council Fund Housing	7,899	-7,546	7,916	-7,576	-13		-2
Other Variances					23		6
Grand Total					703		574

Community Scrutiny Report

Budget Monitoring as at 31st August 2019 - Detail Variances

Page 32	Division	Working Budget				Forecasted				August 2019 Forecasted Variance for Year £'000	Notes	June 2019 Forecasted Variance for Year £'000
		Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
	Regeneration											
	Regeneration - Core Budgets											
	Regeneration Management	319	0	0	319	286	0	0	286	-33	Staff time rechargeable to City Deal project	-7
	Parry Thomas Centre	31	-31	1	1	32	-32	1	1	0		-0
	Betws wind farm community fund	87	-87	1	1	86	-86	1	1	0		0
	Welfare Rights & Citizen's Advice	132	0	2	134	132	0	2	134	0		0
	Llanelli Coast Joint Venture	140	-140	5	5	140	-140	5	5	-0		0
	The Beacon	149	-139	43	53	174	-164	43	53	-0		-0
	Econ Dev-Rural Carmarthen, Ammanford, Town Centres	380	0	7,125	7,505	380	0	7,125	7,505	0		-0
	Econ Dev-Llanelli, C Hands, Coastal, Business, Inf & Ent	440	0	45	486	440	0	45	486	0		0
	Community Development and External Funding	470	0	132	603	470	0	132	603	0		0
	Wellness	100	-75	11	36	190	-165	11	36	-0		0
	City Deal	1,123	-1,123	4	4	400	-400	4	4	-0		-0
	Property	1,176	-42	-1,216	-81	1,170	-36	-1,216	-81	-0		1
	Commercial Properties	31	-594	581	19	47	-689	581	-61	-79	High Occupancy Levels resulting in additional income	-92
	Provision Markets	566	-638	419	347	551	-573	419	396	49	Essential maintenance required in year at both Llanelli and Carmarthen Markets	37
	Renewable Energy Fund	0	-50	0	-50	0	-50	0	-50	-0		0
	Salix	0	0	0	0	0	0	0	0	0		2
	Net Zero Carbon Local Authority	0	0	0	0	90	0	0	90	90	Costs associated with the authority's commitment to reduce carbon in the forthcoming years	100
	Operational Depots	315	0	59	374	313	0	59	372	-2		-1
	Administrative Buildings	2,902	-854	-2,310	-262	2,836	-739	-2,310	-213	50	Proposed rental income efficiency of £50k for Ty'r Nant is no longer achievable as building is in the process of being sold.	50
	Industrial Premises	529	-1,567	801	-237	470	-1,565	801	-294	-57	High Occupancy Levels resulting in additional income	-80
	County Farms	73	-329	421	165	50	-306	421	165	0		0
	Livestock Markets	58	-205	4	-142	18	-7	4	15	157	Anticipated shortfall in income collected at Nant Y Ci Mart	87
	Externally Funded Schemes	3,181	-3,178	111	115	3,197	-3,194	111	115	0		0
												0
	Regeneration Total	12,204	-9,051	6,240	9,393	11,475	-8,147	6,240	9,568	175		98
	Planning											
	Planning Admin Account	333	-14	-97	223	779	-467	-97	215	-8		-7
	Building Regulations Trading - Chargeable	475	-530	56	0	423	-479	56	-0	-0		0
	Building Regulations Trading - Non-chargeable	30	0	7	37	28	0	7	34	-3		-2
	Building Control - Other	181	-5	13	189	177	0	13	190	1		-1
	Minerals	353	-225	45	174	308	-187	45	166	-8		-10

Community Scrutiny Report

Budget Monitoring as at 31st August 2019 - Detail Variances

Division	Working Budget				Forecasted				August 2019	Notes	June 2019
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Policy-Development Planning	567	0	34	601	579	0	34	613	12	Overspend due to projected non-achievement of income - no longer carrying out consultancy work for other Depts. etc.	15
Development Management	1,536	-1,274	182	444	1,546	-801	182	927	483	WG set planning fees, but across Wales there is recognition that full cost recovery of planning services will not be achieved from planning fees alone. Most LPAs only cover on average 60% of their costs of delivering the development management service through fees, and the last increase in fees was in 2015. WG expect that at least part of the Development Management function should be met by Local Authorities themselves – to encourage development to come forward. Currently Carmarthenshire's Development Management section is budgeted to fund 78% of its costs through fees generated, this is currently being reviewed. WG have committed to review fees, but there is no known timetable for this workstream.	493
Tywi Centre	34	-34	9	8	102	-115	9	-5	-13	Projected surplus being generated from running training courses at the Tywi Centre	-36
Conservation	405	-22	30	413	396	-15	30	412	-2		0
Caeau Mynydd Mawr - Marsh Fritillary Project	133	-133	4	4	111	-111	4	4	-0		0
Morfa Berwick S.106 fund	11	-11	0	0	6	-6	0	0	0		0
WPD Grid Connection S.106 Project	40	-40	1	1	40	-40	1	1	-0		0
Water Vole S.106 Project	2	-2	0	0	2	-2	0	0	0		0
Planning Total	4,099	-2,288	284	2,094	4,496	-2,223	284	2,557	463		452
Leisure & Recreation											
Millenium Coastal Park	221	-32	969	1,158	226	-60	969	1,135	-23	One off Compensation income from Welsh Water	-9
Burry Port Harbour	81	-149	45	-24	81	-144	45	-18	6		3
Discovery Centre	37	-78	63	22	38	-78	63	22	0		-2
Pendine Outdoor Education Centre	500	-333	76	243	417	-245	76	248	5		12
Pembrey ski shop	0	-40	0	-40	0	-41	0	-41	-1		0
Pembrey Ski Slope	344	-350	118	111	332	-334	118	115	4		2
Sport & Leisure West	1	0	22	23	1	-0	22	23	0		-7
Newcastle Emlyn Sports Centre	275	-129	24	169	272	-129	24	166	-3		-8
Carmarthen Leisure Centre	1,567	-1,606	618	579	1,566	-1,566	618	617	38	Forecasting lower sales volumes in income to budget	14
St. Clears Leisure Centre	141	-41	89	190	141	-43	89	187	-3		-1
Bro Myrddin Indoor Bowling Club	0	0	75	75	0	0	75	75	0		0
Sport & Leisure East	57	0	17	74	57	-0	17	74	0		-1
Amman Valley Leisure Centre	846	-707	79	218	838	-755	79	163	-55	Forecasting higher sales volumes in income to budget	-52
Brynamman Swimming Pool	0	0	7	7	0	0	7	7	0		0
Llandovery Swimming Pool	197	-93	15	119	199	-92	15	122	3		4
Garnant Golf Course	0	0	1	1	0	0	1	1	0		0

Community Scrutiny Report

Budget Monitoring as at 31st August 2019 - Detail Variances

Page 34	Division	Working Budget				Forecasted				August 2019	Notes	June 2019
		Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
	Gwendraeth Sports Centre	0	0	4	4	0	0	4	4	0		-0
	Dinefwr Bowling Centre	0	0	93	93	0	0	93	93	0		0
	Actif Communities	124	-22	0	103	125	-22	0	104	1		0
	Actif Facilities	336	0	0	336	336	0	0	336	0		0
	Specialist populations	54	-54	0	0	54	-54	0	0	0		0
	5 x 60 (E)	224	-281	9	-47	230	-281	9	-41	6		-0
	Dragon Sport (E)	120	-51	26	95	114	-51	26	89	-6		0
	LAPA Additional Funding (E)	26	-26	0	0	26	-26	0	0	0		0
	Sport & Leisure General	877	-58	44	863	890	-58	44	876	14	Free swim grant only currently approved for 6 months £14k	14
	National Exercise Referral Scheme (E)	197	-192	8	13	197	-192	8	13	-0		0
	Sport & Leisure South	54	-23	18	50	54	-23	18	50	0		-16
	PEN RHOS 3G PITCH	24	-36	0	-12	25	-36	0	-11	0		6
	Llanelli Leisure Centre	1,275	-1,015	599	858	1,269	-1,013	599	855	-4		11
	Coedcae Sports Hall	38	-14	3	28	40	-13	3	31	3		2
	ESD Rev Grant - Ynys Dawela	43	-43	2	2	43	-43	2	2	-0		0
	Wales Coast Path Maintenance Fund (E)	66	-66	1	1	66	-66	1	1	-0		-0
	Country Parks General	460	0	73	533	453	-1	73	526	-7		-8
	Outdoor Recreation - Staffing costs	229	0	89	319	254	-8	89	335	16	Operational staffing costs linked to implementation of restructure. This variance is likely to reduce once fully implemented	30
	Pembrey Country Park	650	-812	102	-61	643	-797	102	-53	8		-1
	Llyn Lech Owain Country Park	85	-33	22	75	85	-53	22	55	-20	Forecasting higher income to budget due to sale of wood from planned Tree Felling	-2
	Pembrey Country Park Restaurant	334	-260	0	74	356	-280	0	76	1		0
	Carmarthen Library	444	-33	141	553	436	-21	141	556	4		7
	Ammanford Library	278	-16	43	304	277	-15	43	304	-0		-9
	Llanelli Library	461	-35	110	536	464	-35	110	539	3		-6
	Community Libraries	221	-9	202	414	219	-9	202	412	-2		-4
	Libraries General	1,070	-1	62	1,131	1,070	-1	62	1,131	-0		5
	Mobile Library	121	0	12	133	121	0	12	133	-0		-0
	Carmarthen Museum, Abergwili.	179	-14	86	251	191	-21	86	255	4		9
	Kidwelly Tinplate Museum	17	0	1	18	17	0	1	17	-0		-8
	Parc Howard Museum	98	-43	51	106	128	-69	51	109	3		1
	Museum of speed, Pendine	71	-25	20	66	52	0	20	73	6		6
	Museums General	165	0	12	177	189	0	12	201	24	Unable to achieve vacancy factor	8
	GT Great Places- Llanelli	132	-132	0	0	76	-76	0	-0	-0		-0
	Archives General	133	-2	44	175	140	-2	44	183	7		16
	Arts General	39	0	14	53	5	0	14	19	-35	Vacant post being held pending Service review	-43
	St Clears Craft Centre	151	-88	46	108	136	-58	46	124	16	Forecast shortfall in income to budget in this newly established in-house catering facility	20
	Cultural Services Management	82	0	11	93	82	0	11	93	0		-0

Community Scrutiny Report

Budget Monitoring as at 31st August 2019 - Detail Variances

Division	Working Budget				Forecasted				August 2019	Notes	June 2019
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Laugharne Boathouse	147	-109	30	68	160	-111	30	79	11	Forecast overspend in casual Customer Service Assistant posts	0
Lyric Theatre	401	-311	66	156	345	-257	66	154	-2		6
Y Ffwrnes	783	-480	170	473	705	-396	170	479	6		7
Ammanford Miners Theatre	59	-26	2	35	54	-18	2	38	4		1
Entertainment Centres General	486	-46	83	523	478	-46	83	514	-8		-3
Oriel Myrddin Trustee	187	-187	0	-0	183	-183	0	0	0		-0
Oriel Myrddin CCC	108	0	37	146	108	0	37	146	0		0
Motor Sports Centre - Pembrey	0	-82	0	-82	0	-82	0	-82	0		2
Pendine Beach	5	-30	0	-25	5	-24	0	-19	6		0
Beach safety	2	0	0	2	1	0	0	1	-1		0
Leisure Management	320	0	5	325	291	0	5	295	-29	Vacant posts being held pending Service review	-4
Leisure & Recreation Total	15,645	-8,213	4,559	11,991	15,359	-7,927	4,559	11,991	0		0
Council Fund Housing											
Independent Living and Affordable Homes	104	-45	64	123	98	-45	64	117	-6		-3
Supporting People Providers	6,495	-6,495	0	0	6,495	-6,495	0	-0	-0		-0
Rent Smart Wales Project (E)	18	-18	0	0	18	-18	0	0	0		0
Syrian Resettlement Scheme (E)	0	0	2	2	0	0	2	2	0		0
Local Housing Company	0	0	0	0	0	0	0	0	0		0
GT Pre Tenancy Training	0	0	0	0	-0	0	0	-0	-0		-0
Home Improvement (Non HRA)	756	-297	121	580	770	-247	121	644	64	Overspend on salaries	26
Penybryn Traveller Site	172	-127	14	59	167	-126	14	55	-4		-0
Landlord Incentive	13	-10	0	3	42	-36	0	6	3		-0
Homelessness	156	-66	18	109	155	-60	18	113	4		-2
Non HRA Affordable Housing	0	0	0	0	0	-7	0	-7	-7		0
Non Hra Re-Housing (Inc Chr)	160	0	4	164	156	0	4	160	-4		2
Temporary Accommodation	492	-106	6	392	766	-367	6	406	14	Overspend on room hire	0
Social Lettings Agency	782	-786	10	5	784	-789	10	6	0		0
Houses Into Homes WG Grant Scheme	0	0	0	0	-0	0	0	0	-0		-0
Home Improvement Loan Scheme	0	0	0	0	0	0	0	0	0		0
Houses Into Homes WG Loan Scheme	0	0	4	4	-0	0	4	4	-0		-0
Community Cohesion Fund Grant (H)	0	0	0	0	-0	0	0	-0	-0		0
Homelessness Prevention Grant Programme	0	0	0	0	-0	0	0	-0	-0		-0
Rough Sleepers Grant	0	0	0	0	0	0	0	0	0		0
Council Fund Housing Total	9,147	-7,949	243	1,442	9,452	-8,190	243	1,506	64		24
TOTAL FOR COMMUNITY	41,094	-27,501	11,326	24,919	40,782	-26,487	11,326	25,622	703		574

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Housing Revenue Account - Budget Monitoring as at 31st August 2019

	Working Budget	Forecasted Actual	August 2019 Variance for Year £'000	Notes	June 2019 Forecasted Variance for Year £'000
£'000	£'000	£'000	£'000		£'000
Expenditure					
Expenditure					
Repairs & Maintenance					
Responsive	1,802	1,851	50		24
Minor Works	3,022	3,022	0		0
Voids	3,375	3,388	13		1
Servicing	1,687	1,688	0	Anticipated expenditure based on profiled spend to date.	0
Drains & Sewers	139	138	-1		0
Grounds	749	749	0		0
Unadopted Roads	105	105	0		0
Supervision & Management					
Employee	4,533	4,580	47	Overspend on Agency staff (78k) offset by underspend on Salaries (-25k)	0
Premises	1,433	1,439	6		0
Transport	64	54	-10	Savings on staff travelling expenses	0
Supplies	819	794	-25	Underspent on Compensation (-33k)	0
Recharges	2,253	2,253	0		0
Provision for Bad Debt	585	585	-0		0
Capital Financing Cost	14,542	14,330	-212	Forecast reduction in interest rate applicable	-212
Central Support Charges	1,652	1,652	0		0
Total Expenditure	36,761	36,627	-134		-187

Housing Revenue Account - Budget Monitoring as at 31st August 2019

	Working Budget £'000	Forecasted Actual £'000	August 2019 Variance for Year £'000	Notes	June 2019 Forecasted Variance for Year £'000
Income					
Rents	-41,199	-41,009	189	Underachievement of rental income	9
Service Charges	-706	-705	1		-26
Supporting People	-79	-79	0		0
Interest on Cash Balances	-102	-102	0		0
Grants	-245	-245	0		0
Insurance	0	-183	-183	Settlement of insurance claims	6
Other Income	-531	-438	93	Possible underachievement of income from Commission on Sales and Fees recoverable	26
Total Income	-42,862	-42,760	101		15
Net Expenditure	-6,101	-6,133	-32		-172

HRA Reserve	£'000
Balance b/f 01/04/2019	14,314
Budgeted movement in year	6,101
Variance for the year	32
Balance c/f 31/03/2020	20,447

Capital Programme 2019/20						
Capital Budget Monitoring - Report for August 2019 - Main Variances						
	Working Budget			Forecasted		
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
DEPARTMENT/SCHEMES						
COMMUNITIES						
- Public Housing	30,878	-6,190	24,688	29,971	-6,338	23,633
Sewerage Treatment Works Upgrading	184	0	184	20	0	20
Sheltered Housing Investment	1,999	0	1,999	1,476	0	1,476
Rendering and External Works	1,970	0	1,970	1,770	0	1,770
Stock Condition Survey 2019/20 - County Wide	150	0	150	0	0	0
Other Projects with Minor Variances	26,575	-6,190	20,385	26,705	-6,338	20,367
- Private Housing	2,276	-306	1,970	2,276	-306	1,970
- Leisure	5,975	-129	5,846	5,970	-120	5,850
REGENERATION	33,687	-23,525	10,162	14,827	-3,783	11,044
Cross Hands East Phase 2	1,979	-868	1,111	2,050	-868	1,182
Pendine Iconic International Visitors Destination	4,025	-2,500	1,525	4,819	-2,557	2,262
Other Projects with Minor Variances	27,683	-20,157	7,526	7,958	-358	7,600
TOTAL	72,816	-30,150	42,666	53,044	-10,547	42,497

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Regeneration

Capital Budget Monitoring - Scrutiny Report for August 2019

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Llanelli JV General	Ongoing	83	0	83	83	0	83
Burry Port General		10	0	10	10	0	10
North Dock - Pontrilais Building		72	0	72	72	0	72
Delta Lakes Design / Disposal		1	0	1	1	0	1
Swansea Bay City Region Projects	Ongoing	21,051	-20,000	1,051	1,051	0	1,051
Swansea Bay City Region - Llanelli Wellness & Life Science Village - Phase 1		21,044	-20,000	1,044	801	0	801
SB City Region - Digital Project		0	0	0	234	0	234
Swansea Bay City Region - Llanelli Leisure Centre - New Development		7	0	7	5	0	5
Swansea Bay City Region - Older People's Accommodation (including Llanelli Area)		0	0	0	11	0	11
RDP2 (Rural Dev Plan Ph2) Axis3 - Physical	Completed	0	0	0	0	-1	-1
County Wide Regeneration fund 2015-16 Onwards		3,194	0	3,194	3,194	0	3,194
Rural Enterprise Fund	Mar-21	475	0	475	475	0	475
Transformation Commercial Property Development Fund	Mar-21	819	0	819	819	0	819
Purchase of Grillo Site, Burry Port	Mar-20	1,900	0	1,900	1,900	0	1,900
Health & Safety Remediation Works	Completed	0	0	0	36	0	36
Llanelli, Cross Hands & Coastal Belt Area		2,863	-868	1,995	2,915	-868	2,047
Cross Hands East strategic Employment Site	Mar-20	837	0	837	818	0	818
Opportunity Street (Llanelli)	Ongoing	30	0	30	30	0	30
Llanelli Regeneration Plan	Ongoing	17	0	17	17	0	17
Cross Hands East Phase 2	Ongoing	1,979	-868	1,111	2,050	-868	1,182
Ammanford, Carmarthen & Rural Area		6,020	-2,657	3,363	7,072	-2,914	4,158
Ammanford Town Centre Regeneration	Completed	79	0	79	104	-25	79
Coastal Communities - Parry Thomas Centre, Pendine	Completed	29	0	29	65	0	65
Carmarthen Town Regeneration - Jacksons Lane	Ongoing	887	0	887	887	0	887
Laugharne Carpark	Ongoing	208	0	208	208	0	208
Pendine Iconic International Visitors Destination	Ongoing	4,025	-2,500	1,525	4,819	-2,557	2,262
Margaret St - Retaining Wall & Road Widening	Mar-20	72	0	72	72	0	72
Carmarthen Western Gateway & Wetlands	Ongoing	0	-29	-29	201	-204	-3
Opportunity Street (Ammanford Hwb)	Completed	10	0	10	6	0	6
Ammanford Regeneration Development Fund	Sep-20	300	0	300	300	0	300
TAIS - Pendine Attractor Sand Area	Ongoing	160	-128	32	160	-128	32
Llandeilo Market Hall	Ongoing	250	0	250	250	0	250

Variance for year £'000	Comment
0	
0	
0	
0	
0	
0	
-243	
234	
-2	
11	
-1	
0	
0	
0	
0	
36	
52	
-19	
0	
0	
71	Reprofile of external funding required. Scheme on target.
795	
0	
36	
0	
0	
737	Reprofile of external funding required. Scheme on target.
0	
26	
-4	
0	
0	
0	

Regeneration

Capital Budget Monitoring - Scrutiny Report for August 2019

Page 42

		Working Budget			Forecasted		
Scheme	Target Date for Completion	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Burry Port Coastal Risk & Regeneration Project	Mar-20	26	0	26	26	0	26
Acquisitions of County Buildings	Mar-20	300	0	300	300	0	300
Town Centre Loan Scheme	Mar-20	150	0	150	150	0	150
NET BUDGET		33,687	-23,525	10,162	14,827	-3,783	11,044

Variance for year £'000	Comment
0	
0	
0	
882	

Leisure**Capital Budget Monitoring - Scrutiny Report for August 2019**

		Working Budget			Forecasted		
Scheme	Target Date for Completion	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Leisure Centres		864	0	864	864	0	864
Carmarthen Leisure Centre & Track	Mar-20	269	0	269	269	0	269
Amman Valley Leisure Centre Masterplan	Ongoing	595	0	595	595	0	595
Countryside Recreation & Access		177	0	177	177	0	177
Libraries & Museums		1,970	0	1,970	1,965	0	1,965
Parks		1,316	0	1,316	1,317	0	1,317
Country Parks & Golf Courses		1,648	-129	1,519	1,647	-120	1,527
NET BUDGET		5,975	-129	5,846	5,970	-120	5,850

Variance for year £'000	Comment
0	
0	
0	
0	
-5	
1	
8	
4	

Housing G.F.(Private Sector)
Capital Budget Monitoring - Scrutiny Report for August 2019

		Working Budget			Forecasted		
Scheme	Target Date for Completion	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Private Sector Housing - Capital Receipts	Ongoing	0	-32	-32	0	-32	-32
Renewal Assistance-Grant Clawback (Statutory Capital Receipt)		0	-32	-32	0	-32	-32
Disabled Facility Grants	Ongoing	2,030	0	2,030	2,030	0	2,030
Disabled Facility Grants		2,024	0	2,024	1,914	0	1,914
Emergency Repairs Assistance		6	0	6	6	0	6
Capitalised Salaries		0	0	0	110	0	110
ART Homes (Property Appreciation Loan)	Completed	0	-28	-28	0	-28	-28
ENABLE - Adaptations to Support Independent Living	Mar-20	246	-246	0	246	-246	0
NET BUDGET		2,276	-306	1,970	2,276	-306	1,970

Variance for Year £'000	Comment
0	
0	
0	
-110	
0	
110	
0	
0	
0	

Risk R	U
Housing	W
Purcha	L
Strateg	D
Counse	A
Station	C
Assiste	

Variance for year £'000		Comment
-20		
-164		The treatment works refurbishment schemes are with Highways and Transport Engineers to develop detailed programme and estimated costs. Design fees only in 2019/20, with works to start in 2020/21.
0		
-723		
-523		The works at one complex is not commencing until January 2020, with the majority of expenditure falling in 2020-21.
0		
0		
0		
0		
-200		Rendering and wall tie renewal at one site not commencing until the fire safety works are completed.
0		
2		
0		
2		
0		
-150		
0		
-150		Survey to be undertaken in-house and will commence in 2020/21.
0		
0		
0		
0		
0		
0		
0		
0		
-1,055		

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2019-20 Savings Monitoring Report
Community Scrutiny Committee
19th November 2019

1 Summary position as at : 31st August 2019

£50 k variance from delivery target

	2019-20 Savings monitoring		
	2019-20	2019-20	2019-20
	Target	Delivered	Variance
	£'000	£'000	£'000
Chief Executive (Community Services Scrutiny)	254	204	50
Communities (Community Services Scrutiny)	332	332	0
Environment (Community Services Scrutiny)	46	46	0
	632	582	50

2 Analysis of delivery against target for managerial and policy decisions:

Managerial
Policy

£50 k Off delivery target
£0 k ahead of target

	MANAGERIAL			POLICY		
	2019-20	2019-20	2019-20	2019-20	2019-20	2019-20
	Target	Delivered	Variance	Target	Delivered	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	254	204	50	0	0	0
Communities	300	300	0	32	32	0
Environment	46	46	0	0	0	0
	600	550	50	32	32	0

3 Appendix J(i) : Savings proposals not on target

Appendix J(ii) : Savings proposals on target (for information)

Department	2018-19 Budget	FACT FILE	'2019-20 Proposed	'2019-20 Delivered	'2019-20 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE	
	£'000		£'000	£'000	£'000			
MANAGERIAL - OFF TARGET								
Chief Executive								
Regeneration								
Admin Buildings	2,381	Energy, rates, telephone and cleaning costs for Administrative Office buildings including St David's Park	97	47	50	£47k : Savings on the running costs of the Council's office accommodation following vacation and subsequent sale or rental & £50k rental of Ty'r Nant offices.	£50k income target on rental of Ty'r Nant no longer achievable following decision to sell the property	
Total Regeneration			97	47	50			
Chief Executive Total			97	47	50			

POLICY - OFF TARGET

Department	18-19 Budget	FACT FILE	'2019-20 Proposed	'2019-20 Delivered	'2019-20 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE
	£'000		£'000	£'000	£'000		

Nothing to report

Department	2018-19 Budget	FACT FILE	2019-20 Proposed	2019-20 Delivered	2019-20 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	
MANAGERIAL - ON TARGET						
Chief Executive						
<u>Regeneration, Policy & Property</u>						
<u>Customer Focus & Policy</u>						
Industrial Premises	-914	Rental income and costs of managing the Coucnil's 400 industrial units, which provide business accommodation supporting 2,000 jobs in the County	10	10	0	Above-inflation increase in income target
Carbon Reduction Programme	277	Payments under the Government's Carbon Reduction Commitment	35	35	0	Reduction in CRC payments
Economic Development Division	1,541	Economic Development Division forms part of Carmarthenshire County Council's Chief Executive Department. Led by the Director of Regeneration and Policy , it plays a fundamental role in regenerating both Carmarthenshire and the Region through investment and support. Economic Development is an extremely proactive service which has to constantly change to address the needs of Carmarthenshire's businesses and communities through the Integrated Community Strategy as well as addressing and contributing to the delivery of the policies and strategies of the newly formed Swansea Bay City Region, European Commission, UK and Welsh Governments.	112	112	0	Supporting of severance application. Continue to work with external funding partners to maximise income streams. Continue to review the contributions to current programmes and activities.
Total Regeneration			157	157	0	
Chief Executive Total			157	157	0	

Communities

Leisure

Pembrey Country Park	-43	Pembrey Country Park has been transformed into one of Wales's top visitor attractions providing a unique blend of coast and countryside. Eight miles of golden sands set against the spectacular backdrop of the Gower Peninsula and overlooking the coastal scenery of Carmarthen Bay. There is everything from caravan and camping (with electric), 550 acres of idyllic woodlands, 130m long dry ski slope to the longest toboggan run in Wales - all providing a perfect family day out or a relaxing holiday in idyllic surroundings.	40	40	0	PCP Efficiency saving from previously implemented Invest 2 Save project - no impact on service delivery
Pembrey Country Park	-43	Pembrey Country Park has been transformed into one of Wales's top visitor attractions providing a unique blend of coast and countryside. Eight miles of golden sands set against the spectacular backdrop of the Gower Peninsula and overlooking the coastal scenery of Carmarthen Bay. There is everything from caravan and camping (with electric), 550 acres of idyllic woodlands, 130m long dry ski slope to the longest toboggan run in Wales - all providing a perfect family day out or a relaxing holiday in idyllic surroundings.	25	25	0	Increased Income - combination of Campsite / parking / events
Dinefwr Bowls Club	5	The Indoor Bowls in Ammaford is being managed by a local management board on a reducing subsidy from the authority.	5	5	0	Dinefwr Bowls - last year of reducing subsidy
Gwendraeth Leisure Centre	3	Gwendraeth Sports Centre has a 4 court hall, 2 squash courts;and mulit function room. Management has recently been transferred to a community group generating savings of circa £16k. Future community asset transfer via long term lease will deliver further savings.	11	11	0	Gwendraeth LC - saving from already agreed asset transfer
Carmarthen Leisure Centre	-53	Salix funding has been secured to invest in more energy efficient lighting and the installation of swimming pool covers to reduce overnight heat loss at our leisure centres	6	6	0	Carmarthen LC Energy Efficiency saving from previously implemented project - no impact on service delivery
Carmarthen Leisure Centre	-53	There are 6 Leisure Centres in Carmarthenshire. Llanelli, Carmarthen, Ammanford, Llandovery, St Clears and Newcastle Emlyn. A variety of activities at your local leisure centre such as; Swimming, Diving, Canoeing, Fitness, Cycling, Badminton, Tennis, Table Tennis, Squash, Hockey, Netball, Basketball, Football, Rugby, Cricket, Gymnastics, Birthday Parties, Holiday programmes. There were over a million visits to the Leisure facilities in 2017/2018.	21	21	0	CLC increased income - combination of new products and increased usage
Amman Valley Leisure Centre	51	Salix funding has been secured to invest in more energy efficient lighting and the installation of swimming pool covers to reduce overnight heat loss at our leisure centres	5	5	0	Amman Valley LC Energy Efficiency saving from previously implemented project - no impact on service delivery
Amman Valley Leisure Centre	51	There are 6 Leisure Centres in Carmarthenshire. Llanelli, Carmarthen, Ammanford, Llandovery, St Clears and Newcastle Emlyn. A variety of activities at your local leisure centre such as; Swimming, Diving, Canoeing, Fitness, Cycling, Badminton, Tennis, Table Tennis, Squash, Hockey, Netball, Basketball, Football, Rugby, Cricket, Gymnastics, Birthday Parties, Holiday programmes. There were over a million visits to the Leisure facilities in 2017/2018.	15	15	0	AVLC increased income - combination of new products and increased usage
Llanelli Leisure Centre	214	There are 6 Leisure Centres in Carmarthenshire. Llanelli, Carmarthen, Ammanford, Llandovery, St Clears and Newcastle Emlyn. A variety of activities at your local leisure centre such as; Swimming, Diving, Canoeing, Fitness, Cycling, Badminton, Tennis, Table Tennis, Squash, Hockey, Netball, Basketball, Football, Rugby, Cricket, Gymnastics, Birthday Parties, Holiday programmes. There were over a million visits to the Leisure facilities in 2017/2018.	13	13	0	Llanelli LC increased income - combination of new products and increased usage
Pembrey Ski & Activity Centre	38	Pembrey Ski Centre compliments the wider Country park. It has a 130m dry ski slope, one of few left across Wales, and the longest toboggan run in Wales. There is scope to develop the centre for adreniline based activities and an improved catering offer	15	15	0	Pembrey Ski & Activity Centre - new income streams from adrenaline based activities and improved catering offer

Department	2018-19 Budget	FACT FILE	2019-20 Proposed	2019-20 Delivered	2019-20 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	
<div>Page 50</div> <div>Theatres</div>	848	Carmarthenshire Theatres manages the Miners' Ammanford, Lyric Carmarthen and Ffwrnes Llanelli and promotes a broad range of events and productions throughout the year for all age groups and interests. During 2017/18 a total in excess of 100,000 paying customers and participants visited and made use of our facilities. As Carmarthenshire's flagship theatre The Ffwrnes is increasingly establishing itself as one of Wales's leading Cultural and Entertainment venue. 266 visiting companies and hirers 400 performances/events 74,130 attendances 33,805 participants	29	29	0	Reduced agency staffing costs & Increased income - Theatres
Libraries	2,421	Carmarthenshire libraries provides an extensive choice of books, DVDs, CDs, online services, newspapers and magazines, there is something for everyone! With over half a million books on offer between 3 regional, 13 branch and mobile libraries you're never too far away from a centre of knowledge. Public access computers and Wi-Fi are available at all libraries. Keeping up to date with technology there is now the Playstation 4 available at Llanelli, Carmarthen and Ammanford library. Carmarthenshire is the 4 th busiest Library in Britain. There have been over 600,00 issues of books per year. Promoting a new mobile service in January 2017 as an out of reach service, linking up with various partners to deliver this new service.	5	5	0	Libraries - cost efficiencies and income generation through room hire
Arts	249	Arts venues include Oriel Myrddin Art Gallery in Carmarthen, Y Gat in St. Clears and the Dylan Thomas Boathouse, Laugharne	10	10	0	Arts Venues - reduced costs & increased income
Total Leisure			200	200	0	

Homes & Safer Communities

Council Fund Housing	1,160	The Housing Options and Advice Team receive over 30,000 calls a year for housing related advice. One of the duties of the team is to assist homeless households with rehousing. Interim accommodation is used whilst completing an investigation into our statutory duty to rehouse. B&Bs were historically used to provide temporary accommodation while the investigation was undertaken. However, this was costly and often not the most appropriate type of accommodaton. We now procure/lease properties from the private rented sector which is better vale and allows us to place households in appropriate accommodation. Lease contracts are currently being reviewed so that they are fit for purpose and provide better value for money. There are also identified oportunities to increase the income of the section through fees and recharges.	100	100	0	Realignment of funding for existing posts as a result of utilisation of Homelessness Prevention Grant and reassessment of Housing Revenue Account support
Total - Homes & Safer Communities			100	100	0	

Communities Total	300	300	0
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Department	2018-19 Budget	FACT FILE	2019-20 Proposed	2019-20 Delivered	2019-20 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000		
Environment Planning						
Development Management	211	<ul style="list-style-type: none">• The Development Management Unit manages the statutory planning application process (including pre application and also discharge of conditions and variation of conditions post approval).• The Unit deals with between 1700 and 1900 applications on average each year (roughly 150 cases per annum per Officer).• The unit is also responsible for planning enforcement matters including enforcement of planning conditions and unauthorised development and built conservation matters, dealing with roughly 500 cases per annum.	12.5	12.5	0	£10k : additional predicted income from new statutory Pre-application service; £2.5k : reduction in meeting costs.
Minerals & Waste	134	<ul style="list-style-type: none">• The Team ensure that the significant aggregate resources and waste within Carmarthenshire are provided and managed in a sustainable way.• This involves dealing with applications for waste and mineral workings/sites, dealing with enforcement matters relating to such sites and also required monitoring regarding the operation of such sites.• The Team also undertake the above functions in whole or in part for another 7 Local Authorities in South and West Wales.	10	10	0	Increase in income through various Service Level Agreements coupled with some savings to be made through reconfiguration of the Team which is aimed at improving the resilience of the Team going forward.
Forward Planning	548	<ul style="list-style-type: none">• Division responsible for producing and assisting with implementation, including on-going monitoring of plan delivery and on-going revision of evidence base, of all development plans which cover or part cover Carmarthenshire.• These plans include:<ul style="list-style-type: none">o Spatial plans – the potential for plans to span more than one (or part of) County in future yearso the Local Development Plan which was adopted for Carmarthenshire in 2014 ando Development Briefs for specific sites and areas - a number of which have now been produced for the County.• Also involved in assisting with development and or disposal of Council owned land/property in relation to advising on potential uses and providing consultancy role regarding preparation of planning applications on behalf of the Council.	3.5	3.5	0	General savings identified within the Forward Planning budget which are not related to the production of the LDP.
Rural Conservation	377	Conservation of the natural environment.	2	2	0	Reduction in travel costs.
Planning Admin.	325	<ul style="list-style-type: none">• Budget covers Head of Service functions along with business and administrative support to all functions within the Planning Division including: Development Management & Built Heritage (incl. Enforcement); Building Control, Rural Conservation, Waste and Minerals, Forward Planning (Development Plans) .• Functions include general research and policy work, publishing and printing, business planning, budget planning, orders and payments, monitoring, health and safety, IT systems and licenses, general procurement.	9.3	9.3	0	£5.3k : Reduction in translation and postage budgets; £2k : Use QGIS by 2019/20, can reduce mapinfo license annual fee for 10 users; £2k : revised contract with scanner/printer company.
Planning Admin.	See above	-----"	4	4	0	Increase street Name and Numbering fees which hasn't been done for a number of years
Building Control	148	<ul style="list-style-type: none">• The Building Control Unit has overall responsibility for the management and administration of building control compliance in accordance with statutory requirements.	5	5	0	Start charging for demolition notices. Other LAs charge between £200 and £400 for these, no extra work as do this work already but for free. Checking number per annum. Had 11 last year but we know there are far more that should be getting permission - by checking weekly list more business could be picked up
Total Planning division			46	46	0	

Environment Total	46	46	0
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POLICY - ON TARGET

Community Services

Y Gat	51	Y Gât (formerly known as St. Clears Craft Centre) is an arts facility that also hosts the local library and a franchise catering operator. The facility has an open gallery / shop area along with conference rooms facilities and studio spaces for local artists to hire.	14	14	0	Business review of Y Gat (St. Clears)
Libraries	2,421	Carmarthenshire libraries provides a wide variety of books, DVDs, CDs, online services, newspapers and magazines for the residents of Carmarthenshire. The libraries contain over half a million books between 3 regional, 13 branch and mobile libraries, furthermore, all libraries also have public access computers and Wi-Fi.	10	10	0	This proposal considers the potential to co-locate branch libraries with other businesses or premises to help reduce running costs and potentially increase visitor numbers.
Parc Howard	52	Parc Howard Museum is located within the listed Mansion house at Parc Howard, Llanelli. The costs of running Parc Howard are shared between Carmarthenshire County Council and Llanelli Town Council.	8	8	0	This proposal considers revised opening hours for the Museums, reducing overall opening periods, especially during the Winter months when visitor numbers drop off significantly. Feedback is welcomed on revised opening hours (times / days and seasonally) to improve the efficiency of the service.

Community Services Total	32	32	0
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COMMUNITY SCRUTINY COMMITTEE 19TH NOVEMBER 2019

FORTHCOMING ITEMS FOR NEXT MEETING DECEMBER 2019

In order to ensure effective Scrutiny, Members need to be clear as to the purpose of requesting specific information and the outcome they are hoping to achieve as a consequence of examining a report. Limiting the number of agenda items may help to keep meetings focused and easier to manage.

Proposed Agenda Item	Background	Reason for report
Revenue Budget Consultation 2020/21- 2022/23	As part of the Council's consultation procedures on the development of its 2020/21 – 2022/23 budget strategy, all scrutiny committees are provided with the opportunity of considering commenting on the Strategy.	To enable the scrutiny committee to consider and comment on the budget settlement, departmental service budgets and efficiency savings proposals and to make any recommendations for change to the Executive Board and Council
Five Year Capital Programme Budget Consultation	As part of the Council's consultation procedures on the development of its five year capital programme all scrutiny committees are being provided with the opportunity of considering and commenting on the programme	To enable the scrutiny committee to consider and comment on the five year Capital Budget Programme and to make any recommendations for change to the Executive Board and Council
Draft Community Services Departmental Business Plan	As part of the Business Plan development process the Committee is invited to consider and comment on the elements of the Community Services Departmental Business Plan 2020/21 – 2022/23 relevant to its remit	To afford the Committee the opportunity of commenting on and making any recommendations for change to the Draft Community Services Department Business Plan
Chief Executive's Departmental Business Plan	As part of the Business Plan Development process the Committee is invited to consider and comment on the Chief Executive's Departmental Business Plan 2020/21 – 2022/23 relevant to its remit.	To afford the Committee the opportunity of commenting on and making any recommendations for change to the Chief Executive's Department Business Plan

Environment Departmental Business Plan	As part of the Business Plan Development process the Committee is invited to consider and comment on Environment Departmental Business Plan 2020/21 – 2022/23 relevant to its remit.	To afford the Committee the opportunity of commenting on and making any recommendations for change to the Environment Department Business Plan
Scrutiny Action Update	This report is produced biannually detailing the progress made in relation to actions, requests or referrals recorded during previous meetings of the Committee.	To enable the Committee to exercise its scrutiny role in relation to monitoring performance on decisions made/requests for information.

COMMUNITY SCRUTINY COMMITTEE

Thursday, 3 October 2019

PRESENT: Councillor F. Akhtar (Chair)

Councillors:

C.A. Davies, W.R.A. Davies, H.L. Davies, R.E. Evans, W.T. Evans (In place of D.C. Evans), S.J.G. Gilasbey, B.W. Jones, H.I. Jones, S. Matthews, H.B. Shepardson, G.B. Thomas and A.Vaughan Owen

Also in attendance:

Councillor L.D. Evans – Executive Board Member for Housing

The following Officers were in attendance:

H. Morgan, Economic Development Manager
J. Morgan, Head of Homes & Safer Communities
L. Quelch, Head of Planning
A. Thomas, Group Accountant
S. Walters, Economic Development Manager
I.R. Llewelyn, Forward Planning Manager
R. Stradling, Business & Projects Manager
L. McNicholl, Registered Manager Care Home
J Tillman, Information Governance and Complaints Manager
K. Thomas, Democratic Services Officer

Chamber, County Hall, Carmarthen. SA31 1JP. - 10.00 - 10.35 am

1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor D.C. Evans.

2. DECLARATIONS OF PERSONAL INTERESTS INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM

There were no declarations of prohibited party whips.

The following declaration of personal interest was made:-

Councillor	Minute Number	Nature of Interest
G.B. Thomas	7 – Revenue & Capital Budget Monitoring 2019/20	Livestock Market at Nant y Ci - Has received dispensation from the Standards Committee to speak but not vote and make written representations on matters relating to or, likely to affect farming and agriculture

3. PUBLIC QUESTIONS (NONE RECEIVED)

No public questions had been received.

4. ANNUAL PERFORMANCE REPORT 2018/19 (PLANNING)

The Committee received the Planning Division's Annual Performance Report for the period April 2018 – March 2019, produced in accordance with the Planning Performance Framework Table adopted in 2014. It was noted that the Framework required Local Planning Authorities to submit to the Welsh Government, by the 31st October each year, a report on their performance for evaluation against set targets. Following that evaluation, each local planning authority performance would be categorised into one of three performance bands of: Improve (red), Fair (amber), Good (Green) assessed across the following five key aspects of planning service delivery:-

- Plan making;
- Efficiency;
- Quality;
- Engagement;
- Enforcement.

The Following questions/issues were raised on the report:-

- Reference was made to page 25 of the report on the Planning Division's operating budget over the period 2014/15 to 2018/19 with particular attention being paid to the 17/18 and 18/19 financial years where actual income was approximately £400k less for each year than the targeted income of £1.25m. A question was asked on whether the budgeted income could be reduced to approximately £900k, effectively eradicating the budgetary differences.

The Head of Planning confirmed that considerations were being given to reducing the targeted budget income as suggested. However, those considerations would have to have regard to meeting staffing costs to ensure the authority was in apposition to meet its obligations in providing the statutory service.

She further confirmed that the current budget was being critically examined with a view to reducing costs wherever possible.

- Reference was made to the increase in the average number of days taken for the authority to determine planning applications which had risen from 95 in 2017 to 106 in 2018/19 whereas, in comparison, the Welsh average was only 77 days. Clarification was sought on the reason for the increase and to whether it could be related to staffing levels.

The Head of Planning reminded the Committee that in 2015 the Division had undergone a Transform, Innovate and Change review resulting in the introduction of a 'clean application service' that aimed to work with developers to achieve approval of planning applications, wherever possible. Whilst that service was achieving high customer satisfaction levels, it was at the expense of longer determination times. As a result, the Division would be undertaking a review of the service over the next six months.

UNANIMOUSLY RESOLVED that the report be received and forwarded to the Welsh Government by the 31st October Deadline.

5. ANNUAL MONITORING REPORT 2018/19 ADOPTED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN

The Committee received the 2018/19 Annual Monitoring Report (AMR) on the Adopted Carmarthenshire Local Development Plan, being the fourth such report produced in accordance with the requirements of the Planning and Compulsory Purchase Act 20014 and the Local Development Plan (LDP) Regulations 2015. It was noted that, pursuant to Section 76 of the Act, the authority had a duty to both produce the AMR for submission to the Welsh Government and publish it on the Council's website by the 31st October each year following the plan's adoption

The Following questions/issues were raised on the report:-

- The Forward Planning Manager referred to a question on the designation of Air Quality Management Areas in Llandeilo, Carmarthen and Llanelli. He confirmed that the inclusion of 'xxx' within the report referred to pending data which, once received, would be included within the report prior to the AMR's publication and submission to the Welsh Government.
- Reference was made to the emerging role of Place Plans through the Positive Planning Agenda and Planning (Wales) Act 2015 and to the numbers of plans currently in place.

The Forward Planning Manager confirmed that although no plans were currently in place, their development was a relatively new process and due to a lack of clarity, assistance and guidance would need to be provided on the role of Town and Community Councils and community groups going forward. The key point was that the plans had to be linked with the LDP and there was a need for the Planning Department to liaise with communities on the scope and preparation following the adoption of the revised LDP 2018-2033

UNANIMOUSLY RESOLVED THAT IT BE RECOMMENDED TO THE EXECUTIVE BOARD/COUNCIL that the fourth Annual Monitoring Report for the Carmarthenshire Local Development Plan be approved for both submission to the Welsh Government and publication on the Council's website by the 31st October.

6. QUARTER 1 - 1ST APRIL TO 30TH JUNE 2019 PERFORMANCE MONITORING REPORT

The Committee received for consideration the Quarter 1 – 1st April to 30th June 2019 Performance Monitoring Report detailing the progress made against the actions and measures in the New Corporate Strategy 2018/19 on the delivery of the Well-Being Objectives within its remit.

The following questions/issues were raised on the report:-

- Reference was made to the performance of those services falling within the Committee's remit. Whilst it was recognised that approximately 90% of target performance was being achieved, 16 targets had been amended with a later completion date applied with no explanation provided for the amendment. A view was expressed that in order for the committee to scrutinise performance effectively, the report should incorporate reasons for amended target dates.
- Reference was made to action 13945 on the review of the infrastructure and programming of the Pendine Outdoor Education Centre. The Committee was reminded of its recent site visit to the Centre and the need for members to provide their support for its continued operation.

The Business and Projects Manager confirmed that although an options appraisal had been undertaken on the centre, further work was required on the physical condition of the dormitories and enhancing the visitor experience.

UNANIMOUSLY RESOLVED:-

6.1 That the report be received

6.2 That the Committee be provided with an explanation for why 16 of the actions detailed within the report had been provided with amended target dates

7. REVENUE & CAPITAL BUDGET MONITORING REPORT 2019/20

(NOTE: Councillor G.B. Thomas declared an interest in this item in relation to the livestock market at Nant y Ci)

The Committee considered the 2018/19 Revenue and Capital Budget Monitoring reports for the Housing, Regeneration, Planning and Leisure and Recreation Services for the period up to the 30th June, 2019. It was noted that the revenue budget was forecasting a £574k overspend, the capital budget a £236k underspend, whilst the Housing Revenue Account was forecasting a £172k underspend.

The following questions/issues were raised on the report:-

- In response to a question on the anticipated £55k budgetary shortfall on the livestock market at Nant y Ci, the Committee was informed that whilst the information was not readily available arrangements would be made for members to be provided with a response.

UNANIMOUSLY RESOLVED that the Revenue and Capital Budget Monitoring Report be received.

8. COMPLIMENTS & COMPLAINTS ANNUAL REPORT 2018/19

The Committee considered the Council's Annual Complaints and Compliments report for the period 2018/19 and, specifically, Sections 10.4 and 10.6 which were relevant to its remit. It was noted the report detailed:-

- the numbers of complaints investigated and responded to between April 2018 – March 2019, by department,
- statistics on communications received by the Complaints Team and redirected. Those related to enquiries and requests for assistance which, once presented, offered the opportunity to try and rectify
- complaints determined by the Ombudsman,
- analysis of complaints and compliments by department.
- Summary of councillor enquiries.

UNANIMOUSLY RESOLVED that the Complaints and Compliments Annual Report 2018/19 be received.

9. COMMUNITY SCRUTINY COMMITTEE - ANNUAL REPORT 2018/19

The Committee received for consideration its Annual Report on the work undertaken during the 2018/19 municipal year. It was noted that the report had been prepared in accordance with Article 6.2 of the Council's constitution and provided an overview of the work programme and the key issues addressed, whilst also incorporating any issues referred to or from the Executive Board, Task and Finish reviews and development sessions.

UNANIMOUSLY RESOLVED that the report be received.

10. FORTHCOMING ITEMS

The Committee considered a list of forthcoming items to be considered at its next meeting to be held on the 16th October, 2019.

RESOLVED that the list of forthcoming items for the Committee meeting to be held on the 16th October 2019 be agreed.

11. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THE 2ND JULY 2019

UNANIMOUSLY RESOLVED that the minutes of the meeting of the Committee held on the 2nd July, 2019 be signed as a correct record.

CHAIR

DATE

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Wednesday, 16 October 2019

PRESENT: Councillor F. Akhtar (Chair)

Councillors:

S.M. Allen (In place of W.R.A. Davies), J.M. Charles (In place of C.A. Davies), H.L. Davies, R.E. Evans, W.T. Evans (In place of G.B. Thomas), S.J.G. Gilasbey, B.W. Jones, H.I. Jones, M.J.A. Lewis (In place of A. Vaughan Owen), S. Matthews and H.B. Shepardson

Also in attendance:

E. Dole, Leader of the Council
L.D. Evans, Executive Board Member for Housing
D.M. Jenkins, Executive Board Member for Resources

The following Officers were in attendance:

L. Quelch, Head of Planning
I.R. Llewelyn, Forward Planning Manager
K. Thomas, Democratic Services Officer

Chamber, County Hall, Carmarthen. SA31 1JP. - 10.00 - 11.45 am

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors A. Davies, W.R.A. Davies, D.C. Evans, G.B. Thomas and A. Vaughan Owen.

2. DECLARATIONS OF PERSONAL INTERESTS INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM

There were no declarations of prohibited party whips.

The following declarations of personal interest were made:-

Councillor	Minute Number	Nature of Interest
J.G. Gilasbey	4 – Revised Carmarthenshire Local Development Plan 2018-2033 Draft Deposit	A relative has submitted a candidate site for inclusion within the Plan
W.T. Evans	4 – Revised Carmarthenshire Local Development Plan 2018-2033 Draft Deposit	A close relative has submitted a candidate site for inclusion within the Plan
M.J.A Lewis	4 – Revised Carmarthenshire Local Development Plan 2018-2033 Draft Deposit	Has wind turbines on her farm

3. PUBLIC QUESTIONS (NONE RECEIVED)

No public questions had been received.

4. REVISED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2018 - 2033 DRAFT DEPOSIT

(NOTE:

1. Councillor J. Gilasbey having earlier declared an interest in this item left the council chamber during its consideration by the Committee,
2. Councillors W.T. Evans and M.J.A Lewis had earlier declared an interest in this item)

The Committee received for consideration the Revised Carmarthenshire Local Development Plan 2018-2033 Draft Deposit produced in accordance with Council's decision in January 2018. It was noted that the report represented an important milestone in the Plans' delivery by identifying the Council's land use vision, strategic objectives and strategic growth requirements through to 2033.

The Committee was advised that following its consideration the Plan, including candidate sites and other supporting documents, would be submitted to Council in November 2019 for approval for public consultation, anticipated for December 2019. Any representations received as part of that consultation, along with the Draft Deposit LDP, would then would be reported back to the Council for consideration prior to submission to the Welsh Government in August 2020 for an Examination in Public and formal adoption by December 2021.

It was noted that page 9 of the report's Executive Summary detailed a number of the key themes and policy areas set out within the revised LDP with the Plan's fundamental ethos being the promotion of growth. Those themes and policies had regard to issues such as place making, climate change and the creation of cohesive communities whilst also reflecting Welsh Government National Planning Policies.

The following questions/issues were raised on the report:

- It was noted that Strategic Policy SP12 – Rural development set out how the Plan would support development proposals that would contribute towards the sustainability of the County's rural communities. Whilst those proposals were welcomed, a question was raised on whether the Revised LDP could address the limitations of the current plans policies in relation to the granting of new homes to enable children of farmers to reside on the farm holding.

The Forward Planning Manager advised that whilst the LDP could endeavour to help promote that provision, any adopted policies would have to take cognisance of, and adhere to, National Planning Policies set by the Welsh Government. He advised that the Council's Rural Task Force had previously discussed the issue and made a number of recommendations thereon which had been included within the Draft Deposit Plan, where possible.

The Forward Planning Manager also stated the above position was not unique to Carmarthenshire and was reflected throughout rural Wales. Whilst officers could lobby the Welsh Government on the point, similar political representations would also need to be made.

- Reference was made to 4.30 on page 46 of the report on migration levels and an explanation sought on the reasons for the increase in the 30-44 age group moving into the county.

The Committee was advised that whilst the statistics were showing a positive migration pattern in the above age group, it was difficult to quantify any particular reason behind the statistic. What was evidenced, was the migration was coming from within and not outside Wales and, as part of that inward migration, work was being undertaken on evaluating any positive/negative impact it may be having on the Welsh Language and understanding the nature of the movement and how people integrated into society. The Plan also sought to address the flow of youngsters out of the county to attend universities etc by providing an environment and job opportunities to encourage their return.

- In response to a question on extending an invitation to the Welsh Government Inspector appointed to consider the LDP to address the Council, it was noted that whilst the authority was able to request certain things of an Inspector e.g. to be a Welsh Speaker, acceptance of an invitation would be a matter for the Inspector to consider. The Inspector would be visiting communities across the county as part of the Plan's familiarisation process and an opportunity would be available for members to attend examination sessions where they could participate and convey their views on matters affecting their local communities.
- In response to a question on the potential number of candidate sites to be included within the Draft Plan, the Committee was advised that a total of 926 sites had been submitted. However, as examination of those sites was continuing, it was not possible at the present time to provide a definitive answer on the final numbers to be included in the plan.
- Reference was made to Policy TRA4 on the use of redundant railway corridors for potential future recreational purposes. A view was expressed that the corridors should not be labelled purely for leisure as they could be used as vital commuting routes to regenerate local communities.

The Forward Planning Manager advised that while the policy wording bracketed the usage of the routes for leisure purposes, they would however, in effect contribute as active travel routes and a means of enabling communities to access transport in a different way. The wording could therefore be re-examined and amended if appropriate.

- Reference was made to the progression of the Revised Plan towards its ultimate adoption in December 2021. Clarification was sought on how that progression could impact on the determination of planning applications submitted under the existing LDP.

The Head of Planning advised that as the draft deposit plan progressed to formal adoption consideration would need to be given to introducing a protocol for processing such applications where the decision would not be made until soon after adoption. That would be particularly relevant for large complex applications requiring significant lead in times prior to their determination.

- Reference was made to the Council's recent launches of the Moving Rural Carmarthenshire Forward and also the 10 Towns initiative that aimed to develop individual plans for those towns to provide a long term strategic vision to secure economic, cultural, social and environmental sustainability. Whilst those initiatives were welcomed, it was recognised there could be planning implications for their delivery especially, in relation to the conversion of old buildings in conservation areas. A view was expressed on the need for a flexible approach to be adopted in considering such conversions including, any discussions with CADW.

The Head of Planning confirmed that whilst the Council was keen to progress the 10 towns initiative, it was recognised that difficulties could be encountered in identifying appropriate uses for old buildings. However, the authority would work with CADW to identify acceptable ways forward wherever possible.

- Reference was made to mobile phone coverage across the County and whilst 88% of the county had good coverage the remaining 12% did not. It was considered vital additional masts were erected in the rural areas to increase both coverage and boost regeneration.

The Head of Planning advised that in approving masts consideration had to be given to their environmental and visual appearance especially in sensitive environments and areas of significant natural beauty. In that regard, the authority had recently approved the erection of two masts for the emergency services with a third currently under consideration as part of all Wales proposals for the erection of 89 such masts. Their erection involved discussion with the providers on blending the masts in with the surrounding countryside.

- Reference was made to large scale renewable energy schemes being undertaken within the county and the need to ensure communities benefited from those developments.

The Head of Planning advised that national planning policies were very explicit on the type of contributions local authorities could exact from such schemes and the use of the planning process to facilitate community benefits was not permitted. Accordingly, discussions around community benefits were a matter between the communities and the developer.

- In response to a question on the introduction of a Community Infrastructure Levy (CIL) within Carmarthenshire, the Forward Planning Manager confirmed the proposal was currently in abeyance pending clarification from the Welsh Government on the future of CIL's in Wales.
- In response to a question on the Council's recent decision to provide 900 new council homes over the next ten years, the Forward Planning Manager confirmed that had been factored into the Draft Plan and would not result in a corresponding increase in the provision identified for new homes over the plan period.
- Reference was made to the impact the NRW's flood maps were having on development within both historic and other areas that may be prone to flooding. Clarification was sought on whether any discussions had been undertaken with the NRW on revisiting those maps.

The Forward Planning Manager confirmed regular discussions had been held with the NRW on the consideration of candidate sites for the draft plan,

with all sites having been forwarded to that authority for its consideration. The approach sought to avoid any developments falling within a flood plain. He confirmed that the Welsh Government had recently published a revised TAN 15 for consultation and the NRW was currently reviewing the two sets of flood maps for Wales (NRW and the DAM maps) with a view to their replacement by one set which would then be reviewed every six months. This is in contrast to the existing DAM maps which were reviewed every 4-5 years.

The Head of Planning advised that as part of the change to a single set of maps developers would be required to liaise directly with the NRW in advance of submitting planning applications and, where necessary, work with the NRW to prepare revised flood consequence maps thereby speeding up the planning process when an application is subsequently submitted.

- Reference was made to Policy CCH2 on the provision of at least one electric vehicle charging point for new homes and flats. Clarification was sought on whether that provision should be increased in light of the current national emphasis for electric vehicles to replace fossil fuel vehicles.

The Forward Planning Manager confirmed that the current plan provision complied with national policy. However, with the passing of time and technological advances, the plan would be monitored and revisited to assess whether the provision required amending to address evolving circumstances.

- In response to a question on cross border collaboration it was confirmed other local authorities in the South West Wales region have been engaged with and will be consulted on the plan's preparation. That would allow for a potential commonality of approach across the region which, to some extent was covered by the National Development Framework. The Forward Planning Manager also highlighted areas where joint evidence is being prepared between authorities across the region
- In response to a question on Policy SP18 on mineral resources the Head of Planning confirmed that discussion were undertaken regionally on the extraction of minerals. Consultations were also taking place on the development of a Regional Technical Statement to set future extraction levels for inclusion within the LDP. That statement would be particularly important in determining the regional sourcing of aggregates.

With regard to a question on the level of recycled materials currently used within the construction industry, the Committee was informed that whilst the information was not readily available arrangements would be made for its provision to members via e-mail. It was reported that one important element on the use of recycled materials was the 'Circular Economy' that placed an emphasis for their retention on site to avoid transportation costs and to encourage developers at an early stage in a sites development to give consideration to using on site waste. That approach had already been adopted by the authority for a number of its developments.

- Reference was made to the current position whereby the LDP set indicative levels for housing developments only to often find those levels were often exceeded by developers when submitting planning proposals.

The Forward Planning Manager confirmed the above scenario was not

uncommon whereby density levels had been set for each development tier. It was noted that had proved an issue with the current LDP in relation to certain sites. The new plan would adopt a different approach with densities based on how the developments would fit in with the areas character, its local environment and the creation of cohesive communities. Whilst there would inevitable be variations between indicative levels set in the LDP and developers aspirations, part of the approach in the draft plan, especially in relation to large housing developments, would require the submission of a master plan indicating how the development would link with the wider community.

The Head of Planning advised that whilst the current LDP set indicative housing levels, the actual number of units developed was dependent on their design. It was only when a developer submitted development proposals could a full assessment be made on density levels.

UNANIMOUSLY RESOLVED THAT IT BE RECOMMENDED TO COUNCIL THAT

- 4.1 the Draft Deposit Revised Local Development Plan 2018-2033(and supporting documents) be approved for formal consultation**
- 4.2 the Draft Supplementary Planning Guidance on the Burry Inlet and the Caeau Mynydd Mawr Special Area of Conservation be approved for consultation concurrent with the Draft Deposit LDP**

5. FORTHCOMING ITEMS

The Committee considered a list of forthcoming items to be considered at its next meeting to be held on the 19th November 2019. It was noted there was also an intention for a budget monitoring report to be submitted to the meeting.

UNANIMOUSLY RESOLVED that the list of forthcoming items for the Committee meeting to be held on the 19th November, 2019 be agreed subject to the inclusion of a budget monitoring report

CHAIR

DATE