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Mark James LLM, DPA, DCA
Prif Weithredwr,
Chief Executive,
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County Hall, Carmarthen. SA31 1JP

WEDNESDAY, 15 MARCH 2017

TO: ALL MEMBERS OF THE POLICY & RESOURCES SCRUTINY COMMITTEE

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **POLICY & RESOURCES SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER, 3 SPILMAN STREET, CARMARTHEN AT 10.00 AM ON WEDNESDAY, 22ND MARCH, 2017** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Martin S. Davies
Telephone (Direct Line):	01267 224059
E-Mail:	MSDavies@carmarthenshire.gov.uk
Ref:	AD016-001

POLICY & RESOURCES SCRUTINY COMMITTEE 13 MEMBERS

PLAID CYMRU GROUP – 5 MEMBERS

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

INDEPENDENT GROUP – 4 MEMBERS

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

LABOUR GROUP – 4 MEMBERS

- | | | |
|----|------------|--------------|
| 1. | Councillor | T. Devichand |
| 2. | Councillor | J.S. Edmunds |
| 3. | Councillor | A.W. Jones |
| 4. | Councillor | R. Thomas |

AGENDA

1. APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF PERSONAL INTEREST.
3. DECLARATION OF PROHIBITED PARTY WHIPS.
4. PUBLIC QUESTIONS (NONE RECEIVED).
5. FORTHCOMING ITEMS. 5 - 22
6. 2016/17 IMPROVEMENT PLAN CORPORATE PERFORMANCE MONITORING REPORT. 23 - 26
7. 2016/17 IMPROVEMENT PLAN DEPARTMENTAL PERFORMANCE MONITORING REPORT. 27 - 60
8. REVENUE & CAPITAL BUDGET MONITORING REPORT 2016/17. 61 - 96
9. POLICY & RESOURCES SCRUTINY COMMITTEE ACTIONS AND REFERRALS UPDATE. 97 - 100
10. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT. 101 - 102
11. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 8TH FEBRUARY 2017. 103 - 106

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POLICY & RESOURCES SCRUTINY COMMITTEE 22ND MARCH 2017

Forthcoming items for next meeting – Friday 28TH April 2017

Discussion Topic	Background
ICT Strategy Monitoring (to include number of tracked emails)	The Committee was consulted during 2014/15 on the development of this strategy and has a key role to play in monitoring the progress being made in terms of its implementation.
Third Sector Funding Challenge Panel Update	At previous meetings, the Committee has requested that it be provided with updates.
Public Services Board Annual Report 2016	The Committee has a key role to play in monitoring the work of the Public Services Board.
Council's Engagement Mechanisms (T&F Monitoring)	During 2014/15, the Committee agreed the recommendations emanating from its Task and Finish Group review, which were subsequently endorsed by the Executive Board in January 2015 and referred to the Constitutional Review Working Group for further consideration. The Committee has a role in terms of monitoring the progress being made in implementing the recommendations.

As requested by members of the Committee at its meeting in February 2014, the latest version of the Committee's Forward Work Programme is included with the forthcoming items (on next page). Also included is the Executive Board's latest Forward Work Programme as reported to the Executive Board on the 21st November 2016.

Policy & Resources Scrutiny Committee – Forward Work Programme 2016/17

09 June 16	14 July 16	05 October 16	30 November 16	11 January 17	8 February 17	22 March 17	28 April 17
Draft CCC Improvement Plan 16/17 and Annual Report 15/16	Treasury Management Annual Report 2015/16	Performance Monitoring 2016/17 (Q1)	Future scrutiny arrangements for the PSB	3-year Revenue Budget Consultation 2017/18 to 2019/20	Treasury Management Policy & Strategy 2017/18	Budget Monitoring 2016/17	ICT Strategy Monitoring (to include no. of emails tracked)
Asset Transfer Annual Report 2015/16	EOY Performance Monitoring 2015/16	Welsh Language Promotion Strategy 2016-2021	Treasury Management 2016/17 (Q2)	5-year Capital Programme Consultation 2017/18 to 2021/22	Treasury Management 2016/17 (Q3)	Performance Monitoring 2016/17 (Q3)	Third Sector Funding Challenge Panel Update
Third Sector Spend Review	TIC Annual Report 2015/16 and Business Plan 2016/17	P&R Scrutiny Committee Annual Report 2015/16	Spend on External Expertise and Legal Services 2015/16	CEX & Corporate Services Business Plans 2017/18	Public Services Board Annual Report 2016 – deferred until April 2017	Actions & Referrals Update	Public Services Board Annual Report 2016 [from February]
Email Usage & Management Policy	EOY Budget Monitoring 2015/16	Treasury Management 2016/17 (Q1)	Asset Management Plan (from October)	Ageing Well Plan Update	Public Services Board Well-Being Assessment	Council's Engagement Mechanisms (T&F Monitoring) (from October)	Council's Engagement Mechanisms (T&F Monitoring) (from October)
Portable Device Usage Policy	Tackling Poverty Action Plan	Budget Monitoring 2016/17	Half-Year Compliments & Complaints Report	Annual Report 2015/16 on the Welsh Language	Council's Well-Being Objectives 2017/18 – to be considered at a joint meeting of all scrutiny committees on 15/2/17		
P&R Scrutiny Committee FWP 2016/17	Actions & Referrals Update		Budget Monitoring 2016/17		Draft Procurement Strategy deferred until Autumn 2017		
			Actions & Referrals Update				

EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17 as at 6th October 2016

Introduction

This plan is published to encourage and enable greater understanding between the Executive, all Councillors, the public and other stakeholders. It assists the Scrutiny Committees in planning their contribution to policy development and holding the executive to account.

The plan gives the public and stakeholders a chance to see the forthcoming major decisions to be made by the Executive Board and the County Council over the next 12 months. It is reviewed and published bi-annually to take account of changes and additional key decisions.

WORKING DRAFT

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

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CHIEF EXECUTIVES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
SOCIAL MEDIA STRATEGY	Wendy Walters, Assistant Chief Executive/Deina Hockenheim	Cllr Pam Palmer		OCT			
CORPORATE ASSESSMENT ACTION PLAN	Wendy Walters Assistant Chief Executive	Cllr Emlyn Dole		NOV 21 ST			
5-YEAR CAPITAL RECEIPT STRATEGY	Wendy Walters, Assistant Chief Executive	Cllr D Jenkins/M. Gravell		23 RD Jan	n/a	n/a	n/a
COMMUNICATIONS STRATEGY - UPDATE	Wendy Walters, Assistant Chief Executive	Cllr. Pam Palmer/Cllr Mair Stephens	As and when required	Dec 2016	As and when required	As and when required	As and when required
PAY POLICY STATEMENT	Paul Thomas Assistant Chief Executive	Cllr Mair Stephens	JANUARY	JANUARY /FEBRUARY	N/A	FEBRUARY	MARCH

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

CHIEF EXECUTIVES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
QUARTERLY PERFORMANCE REPORT	Wendy Walters Assistant Chief Executive	Cllr. Mair Stephens/ Cllr Pam Palmer		SEPT NOV FEB MAY	P & R Scrutiny SEPT MARCH	N/A	N/A
ARIP ANNUAL REPORT AND IMPROVEMENT PLAN	Wendy Walters Assistant Chief Executive	Cllr Emlyn Dole/Cllr Pam Palmer	MAY	JUNE	JUNE	JULY	JULY 13TH
FORWARD WORK PROGRAMME AND UPDATE BI-ANNUALLY	Gaynor Morgan Democratic Services Manager	Cllr Pam Palmer		MARCH SEPT		APRIL OCT	
ANNUAL REVIEW OF COUNCILLORS' & CO-OPTED MEMBERS' ALLOWANCES SCHEME	Gaynor Morgan Democratic Services	Cllr Mair Stephens	N/A	MARCH	Democratic Services Cttee MARCH	APRIL	May AGM
ANNUAL REVIEW OF THE CONSTITUTION - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB		MARCH		APRIL	May AGM

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

CHIEF EXECUTIVES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
HOW CARMARTHENSHIRE'S RESULTS COMPARE TO OTHER COUNCILS IN WALES	Wendy Walters Assistant Chief Executive	Cllr Pam Palmer/Cllr Mair Stephens	SEPT	SEPT	OCT	NOV	NOV
REVIEW OF THE CONSTITUTION (LEGISLATION CHANGES) - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB	N/A	AS AND WHEN REQUIRED	N/A	AS AND WHEN REQUIRED	AS AND WHEN REQUIRED
CONFERENCE APPLICATIONS/REPORTS	Gaynor Morgan Democratic Services Manager	Leader	N/A	AS AND WHEN REQUIRED	N/A	N/A	N/A
EUROPEAN FUNDING PROGRAMMES AND REGIONAL ENGAGEMENT TEAM PROGRESS	Helen Morgan Interim Economic Dev Manager	Cllr Meryl Gravel			October		
REVIEW OF COMMUNITY COUNCIL BOUNDARIES & ELECTORAL ARRANGEMENTS	Wendy Walters, Assistant Chief Executive	Cllr Pam Palmer	N/A	AS AND WHEN REQUIRED	As and when required		

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

COMMUNITY SERVICES							
Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny or other Cttee	Date to Executive Board	Date to County Council
ORIEL MYRDDIN (Check if exempt report)	Ian Jones	Cllr. M. Gravell	11/10/16? TBC	17/10/16 ? TBC		7/11/16 TBC	
ALTERNATIVE SERVICE DELIVERY MODELS IN ASC – PROJECT UPDATE	Robin Staines (Gareth Miller)	Cllr. Jane Tremlett	20/09/16	03/10/16 may only be to PEB			
GWENDRAETH SPORTS HALL CLOSURE	Ian Jones	Cllr. M. Gravell	TBC	TBC		TBC	
CARMS CYCLING STRATEGY	Ian Jones	Cllr. M. Gravell	?			21/11/16 or 19/12/16 TBC	
REVIEW OF ACCESS TO SOCIAL HOUSING POLICY (POST CONSULTATION) (ALLOCATIONS POLICY)	Jonathan Willis	Cllr. Linda Evans	04/10/16	17/10/16	03/11/16 Community	21/11/16	14/12/16
PREVENTION STRATEGY	Communities	Cllr. Jane Tremlett	18/10/16	21/11/16		21/11/16	
REVISED CHARGING POLICY (pre consultation)	Lyn Walters/ Rhys Page	Cllr. Jane Tremlett	11/10/16 TBC	17/10/16 TBC		TBC	
COLD MEASUREMENT PROGRAMME							

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
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COMMUNITY SERVICES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny or other Cttee	Date to Executive Board	Date to County Council
MENTAL HEALTH TRANSFORMATION	Avril Bracey	Cllr. Jane Tremlett					
CHS+ DELIVERING WHAT MATTERS (Previously known as HRA BUSINESS PLAN)	Jonathan Morgan	Cllr. Linda Evans	03/01/17	09/01/17	20/01/17 Communities	06/02/17	22/02/17
REVISED CHARGING POLICY (post consultation)	Lyn Walters / Rhys Page	Cllr. Jane Tremlett	31/01/17 or 21/02/17 TBC		SC&H 06/03/17 TBC	27/03/17 TBC	26/04/17 TBC
TENANT VISION ENGAGEMENT PLAN (PRE CONSULTATION)	Robin Staines (Les James)	Cllr. Linda Evans	31/01/17		30/03/17 Community (as part of consultation)	27/02/17	
MEETING THE REQUIREMENTS OF THE GYPSY & TRAVELLERS ACCOMMODATION NEEDS ASSESSMENT	Robin Staines (Rachel Davies)	Cllr. Linda Evans					
TENANT VISION ENGAGEMENT PLAN (POST CONSULTATION)	Robin Staines (Les James)	Cllr. Linda Evans				Autumn 2017	
ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES 2016-17	Jake Morgan	Cllr. Jane Tremlett	25/04/17	02/05/17	Joint E&CS & SC&H 22/05/17 TBC	26/06/17	19/07/16

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

CORPORATE SERVICES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
RESERVES STRATEGY	Chris Moore Director of Corporate Services	Cllr. D. Jenkins	Sept 2016	Sept 2016		OCT 2016	N/A
BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS	Chris Moore Director of Corporate Services	Cllr. D. Jenkins	MARCH MAY JULY SEPT NOVR JAN	APRIL JUNE SEPT NOV JAN MARCH	N/A	APRIL JUNE SEPT NOV JAN MARCH	N/A
QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	Cllr D. Jenkins	JULY OCT JAN	JULY OCT JAN	N/A	JULY OCT JAN	N/A
ANNUAL TREASURY MANAGEMENT & PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	Cllr D. Jenkins	N/A	BEG. JULY	N/A	JULY	FEB
5 YEAR CAPITAL PROGRAMME	Chris Moore Director of Corporate Services	Cllr D. Jenkins	NOV	NOV	ALL DEC/ JAN	NOV	N/A

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

CORPORATE SERVICES

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Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
PROCUREMENT STRATEGY 2016 – 2020 (Including update on NPS)	Phil Sexton, Head of Audit, Procurement & ICT	Cllr D Jenkins	Dec	Dec	Draft to Scrutiny Jan / Feb	FEB	N/A
5-YEAR CAPITAL RECEIPT STRATEGY	Wendy Walters, Assistant Chief Executive	Cllr D Jenkins	Sept	Oct 17	n/a	n/a	n/a
COUNCIL TAX SETTING REPORT	Chris Moore Director of Corporate Services	Cllr D Jenkins	march	n/a	n/a	n/a	march
COUNCIL TAX BASE	Chris Moore / John Gravelle	Cllr D Jenkins	N/A	N/A	N/A	NOV	MARCH
COUNCIL TAX PREMIUMS	Chris Moore / John Gravelle	Cllr. D Jenkins	N/A	OCT / NOV		√ (date unclear)	√ (date unclear)
Council Tax Reduction Scheme	Chris Moore / John Gravelle	Cllr D Jenkins	N/A	Nov/Dec	N/A	N/A	JAN
BUDGET STRATEGY (Revenue and Capital)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	NOV	NOV	ALL DEC/ JAN	NOV	N/A

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
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CORPORATE SERVICES

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
BUDGET OUTLOOK (Revenue and Capital)	Chris Moore Director of Corporate Services	Cllr D. Jenkins	NOV	NOV	ALL DEC/ JAN	NOV	N/A
TREASURY MANAGEMENT POLICY AND STRATEGY	Chris Moore Director of Corporate Services	Cllr D. Jenkins	N/A	END OF JAN	N/A	FEB	FEB
FINAL BUDGET	Chris Moore Director of Corporate Services	Cllr D Jenkins	JAN	END OF JAN	N/A	FEB	FEB
HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT	Chris Moore Director of Corporate Services	Cllr D Jenkins	JAN	JAN	HOUSING	FEB	FEB
BUDGET OUTLOOK 2017/20	Chris Moore Director of Corporate Services	Cllr D Jenkins	JUN	JULY	N/A	JULY/SEPT	N/A
CORPORATE ASSET MANAGEMENT PLAN 2016 - 2019	Jonathan Fearn, Head of Corporate Prop	Cllr D Jenkins	FEBRUARY	MARCH	APRIL	MAY	N/A

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

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EDUCATION & CHILDREN

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
MODERNISING EDUCATION PROGRAMME - QUARTERLY PROGRESS REPORTS	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones		JAN MARCH JUNE SEPT	N/A	N/A	N/A
PROPOSAL TO DISCONTINUE LLANGENNECH INFANTS AND LLANGENNECH JUNIOR SCHOOL AND CREATE ONE WELSH MEDIUM 3-11 PRIMARY SCHOOL.	Simon Davies, Schools Modernisation Manager	Cllr Gareth Jones	N/A	07/11/2016	21/11/2016	19/12/2016	18/01/2017
ACCOMMODATING LOOKED AFTER CHILDREN – COMMISSIONING & COSTS	Stefan Smith Head of Children's Services	Cllr. G.O. Jones					
CSSIW INSPECTION, EVALUATION & REVIEW OF LOCAL AUTHORITY SERVICES	Stefan Smith – Head of Children's Services	Cllr. G.O. Jones					

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

EDUCATION & CHILDREN							
Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
SCHOOL IMPROVEMENT PANEL ANNUAL REPORT	Gareth Morgans – Head of Education	Cllr. G.O. Jones					
ESTYN REPORT – QUARTERLY SYNOPSIS	Gareth Morgan	Cllr G.O. Jones					
REVIEW OF BEHAVIOUR MANAGEMENT SERVICES	Gareth Morgan	Cllr G.O. Jones	01/07/2017	10/07/2017	TBC	TBC	TBC
WELSH IN EDUCATION STRATEGIC PLAN	Gareth Morgans	Cllr G.O. Jones	11/10/2016 & 20/12/2016	17/10/2016 (draft) & 09/01/2017 (draft)	10/10/2016 & 22/12/2016	23/01/2017	

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**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

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ENVIRONMENT

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
FLOOD RISK MANAGEMENT PLANS	Ruth Mullen Director of Environment /Head of Street Scene	Cllr Hazel Evans	15 th Nov 16	5 th Dec 16		19 th Dec 16	
ROAD SAFETY PRIORITISATION MODEL	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans	15 th Nov 16	21 st Nov 16	TBC	December 16	
INTEGRATED PARKING STRATEGY	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans	16 th Jan 17	23 rd Jan 17		6 th February 17	
LTF Bids 2017/18	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans	18 th Oct	7 th Nov		21 st Nov	

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

ENVIRONMENT

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
WALKING & CYCLING STRATEGY	Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport	Cllr Hazel Evans	11 th Oct	7 th Nov		21 st Nov	
ANNUAL PERFORMANCE REPORT (PLANNING SERVICES)	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	October 16	October 16	November 2016	N/A	N/A
LOCAL DEVELOPMENT PLAN ANNUAL MONITORING REPORT	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	October 16	October 16	November 2016	N/A	N/A
COMMUNITY INFRASTRUCTURE LEVY	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	December 2016	December 2016	TBC	January 2017	February 2017

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**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

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ENVIRONMENT

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
SPG (INCL. RENEWABLE ENERGY AND EDUCATION CONTRIBUTIONS)	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	December 2016/January 2017	January 2017		February 2017	March 2017
LOCAL DEVELOPMENT ORDER	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	October / November 2016	November 2016		December 2016	January 2017
CHARGING SCHEDULE FOR PLANNING INPUT REGARDING DEVELOPMENTS OF NATIONAL SIGNIFICANCE	Ruth Mullen Director of Environment / Llinos Quelch Planning Services	Cllr Mair Stephens	TBC	TBC	TBC	TBC	TBC
KERBSIDE GREEN WASTE COLLECTION SERVICE	Ruth Mullen Director of Environment / A Williams Head of Waste & Env. Services	Cllr H Evans	-	-	26 TH Sept 16	17 th Oct 16	

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 6th October 2016**

ENVIRONMENT

Subject area and brief description of nature of report	Responsible Officer	Executive Board Member	Date to CMT	Date to PEB	Date to Scrutiny	Date to Executive Board	Date to County Council
WASTE TREATMENT CONTRACT – PROCUREMENT STRATEGY RECOMMENDATION	Ruth Mullen Director of Environment /A Williams Head of Waste & Env. Services	Cllr H Evans	TBC	TBC		TBC	

WORKING DRAFT

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POLICY & RESOURCES SCRUTINY COMMITTEE
22nd MARCH 2017

**2016/17 Improvement Plan Corporate
 Performance Monitoring Report**

Quarter 3 – 1st April to 31ST December 2016

To consider and comment on the following issues:

- That the Scrutiny Committee considers the information contained within the report that spans across all departments, to make comments or proposals as appropriate and to satisfy itself regarding the performance of the Authority and its progress.

Reasons:

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders: All members of the Executive Board

<p>Directorate: Chief Executive's</p> <p>Name of Head of Service: Wendy Walters</p> <p>Report Author: Eva Hope</p>	<p>Designations:</p> <p>Assistant Chief Executive (Regeneration & Policy)</p> <p>Departmental Performance Management Officer (Chief Executive's Department)</p>	<p>Tel Nos. / E-Mail Addresses:</p> <p>01267 224112 wswalters@carmarthenshire.gov.uk</p> <p>01267224484 ehope@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY
POLICY & RESOURCES SCRUTINY COMMITTEE
22nd MARCH 2017

**2016/17 Improvement Plan Corporate
Performance Monitoring Report**
Quarter 3 – 1st April to 31st December 2016

Below is an overview of progress against the actions and measures in the 2016/17 Improvement Plan for the whole Authority, as at 31st December, 2016 and broken down by Scrutiny.

Breakdown as per Scrutiny	Total	On target	Off target	Currently not available	Annual	Overall % on Target
Community Scrutiny	45	43	1	0	1	96%
Education & Children's Services Scrutiny	84	64	11	0	9	76%
Environmental & Public Protection Scrutiny	52	36	5	0	11	69%
Social Care & Health Scrutiny	25	21	4	0	0	84%
Policy & Resources Scrutiny	86	78	6	1	1	91%
Overall Performance	292	242	27	1	22	83%

The 'off target' and 'currently not available' deliverables have been discussed at their appropriate Scrutiny.

There are 15 new Social Care Act measures with no targets set for 2016/17 due to lack of baseline data (12 Children's Services and 3 Adult Services). These measures have not been included in the above figures and majority have been set up as annual due at the end of the year.

DETAILED REPORT ATTACHED?	NO
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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: **Wendy Walters** Assistant Chief Executive (Regeneration & Policy)

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

1. Policy, Crime & Disorder and Equalities

Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.

2. Legal

Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.

5. Risk Management Issues

This report refers to all actions and measures in the 2016/17 Improvement Plan. Potential risks addressed are:

- regulatory report recommendations
- comments on not meeting our own goals – actions and measures
- meeting statutory targets
- improvement and comparative data for national measures

CONSULTATIONS

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

Signed: Wendy Walters Assistant Chief Executive (Regeneration & Policy)

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. Relevant Partners – N/A

4. Staff Side Representatives and other Organisations – All Departments have been consulted and have had the opportunity to provide comments on their performance and progress

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

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

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
CCC Annual Report 2015/16 & Improvement Plan 2016/17	http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A
Performance Measurement Records	Performance Management Unit, Regeneration & Policy Division
Departmental Business Plans 2016/17	Performance Management Unit, Regeneration & Policy Division
Carmarthenshire Integrated Community Strategy 2011-16	www.thecarmarthenshirepartnership.org.uk
CCC Corporate Strategy 2015-20	http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf
Budget Monitoring Reports	Corporate Services Department

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POLICY & RESOURCES SCRUTINY COMMITTEE 22nd MARCH 2017

2016/17 Improvement Plan Departmental Performance Monitoring Report Quarter 3 – 31st October to 31st December 2016

To consider and comment on the following issues:

That the Committee scrutinises the 2016/17 Improvement Plan Performance Monitoring Report for Quarter 3. The report includes:

- Actions and measures in the 2016/17 Improvement Plan relevant to the Committee's remit.

Reasons:

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

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

<p>Directorates: Chief Executive's / Corporate Services</p> <p>Names of Heads of Service: Paul R. Thomas</p>	<p>Designations:</p> <p>Assistant Chief Executive (People Management & Performance)</p>	<p>Tel Nos. / E-Mail Addresses:</p> <p>01267 246123 prthomas@sirgar.gov.uk</p>
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Names of Heads of Service:	Designations:	Tel Nos. / E-Mail Addresses:
Wendy Walters	Assistant Chief Executive (Regeneration & Policy)	01267 224112 wswalters@cararthenshire.gov.uk
Owen Bowen	Interim Head of Financial Services	01267 224886 obowen@cararthenshire.gov.uk
Noelwyn Daniel	Head of ICT Services	01267 246270 ndaniel@sirgar.gov.uk
Jonathan Fearn	Head of Property Maintenance & Construction	01267 246244 jfearn@cararthenshire.gov.uk
Linda Rees Jones	Head of Administration & Law	01267 224010 lrjones@cararthenshire.gov.uk
Phil Sexton	Head of Audit, Risk & Procurement	01267 246217 psexton@cararthenshire.gov.uk
Report Authors: Eva Hope	Departmental Performance Management Officer (Chief Executive's Department)	01267224484 ehope@cararthenshire.gov.uk
Tracey Thomas	Principal Business Development Officer (Corporate Services)	01267 246202 trthomas@cararthenshire.gov.uk

**EXECUTIVE SUMMARY
POLICY & RESOURCES SCRUTINY COMMITTEE
22nd MARCH 2017**

**2016/17 Improvement Plan Departmental
Performance Monitoring Report**

Quarter 3 – 31st October to 31st December 2016

The attached report sets out the progress against the actions and measures in the 2016/17 Improvement Plan relevant to the Committee's remit (Chief Executive's and Corporate Services' Departments), as at 31st December 2016.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

We 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: **Paul R. Thomas** **Assistant Chief Executive (People Management & Performance)**
 Wendy Walters **Assistant Chief Executive (Regeneration & Policy)**
 Chris Moore **Director of Corporate Services**

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

1. Policy, Crime & Disorder and Equalities

Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.

2. Legal

Performance Measures are set to monitor the performance of services and targets set. If the Council is to deliver its promises to citizens and stakeholders, then measures and actions that are underachieving need to be addressed.

5. Risk Management Issues

This report refers to all actions and measures in the 2016/17 Improvement Plan within the Committee's remit. Potential risks addressed are:

- regulatory report recommendations
- comments on not meeting our own goals - actions and measures
- meeting statutory targets
- improvement and comparative data for national measures

CONSULTATIONS

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

Signed: **Paul R. Thomas** **Assistant Chief Executive (People Management & Performance)**

Wendy Walters **Assistant Chief Executive (Regeneration & Policy)**

Chris Moore **Director of Corporate Services**

- 1. Local Member(s) – N/A**
- 2. Community / Town Council – N/A**
- 3. Relevant Partners – N/A**
- 4. Staff Side Representatives and other Organisations – All Departments have been consulted and have had the opportunity to provide comments on their performance and progress**

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

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
CCC Annual Report 2015/16 & Improvement Plan 2016/17	http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/performance-reports/#.V765x0_2b2A
Performance Measurement Records	Performance Management Unit, Regeneration & Policy Division
Departmental Business Plans 2016/17	Performance Management Unit, Regeneration & Policy Division
Carmarthenshire Integrated Community Strategy 2011-16	www.thecarmarthenshirepartnership.org.uk
CCC Corporate Strategy 2015-20	http://www.carmarthenshire.gov.wales/media/998105/corporate-strategy.pdf
Budget Monitoring Reports	Corporate Services Department



Report A

Scrutiny measures & actions full monitoring report

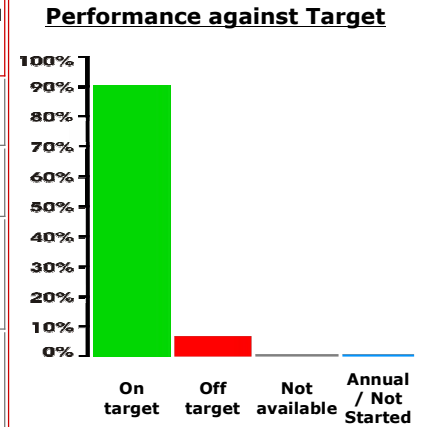
Policy and Resources scrutiny - Quarter 3 2016/17



Filtered by:
 Organisation - Carmarthenshire County Council
 Source document - Improvement Plan 2016/17

The table below provides a summary progress against target for the Actions and Measures contained within the selected document

		Total	On target	Off target	Not reported	Not available	Annual / Not started	% on target	Overall % on target
A. Making Better Use of Resources	Actions	27	27	0	0	N/A	0	100%	97%
	Measures	3	2	1	0	0	0	67%	
B. Building A Better Council	Actions	41	40	1	0	N/A	0	98%	89%
	Measures	5	1	3	0	1	0	20%	
F. Carmarthenshire's communities and environment are sustainable	Actions	1	1	0	0	N/A	0	100%	100%
G. Carmarthenshire has a stronger and more prosperous economy	Actions	5	4	1	0	N/A	0	80%	78%
	Measures	4	3	0	0	0	1	75%	
Overall Performance	Actions and Measures	86	78	6	0	1	1	91%	



OFF TARGET



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



Theme: A. Making Better Use of Resources							
Sub-theme: A1 Improve the Management of Finances and Procurement							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Percentage performance against target to generate capital receipts to support the capital program 2.1.2.12	Not applicable		Q3: 59.72 End Of Year: 74.71	Target: 20.00	Target: 30.00	Target: 40.00 Result: 38.58 Calculation: $(1010739 \div 2620000) \times 100$	Target: 100.00
Comment	Marginally below target at this stage however expect to realise target by year end						
Remedial Action	Pursue ongoing transactions to ensure completion by year end						
Service Head: Wendy S Walters	Performance status: Off target						



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



Theme: B. Building A Better Council Sub-theme: B1 Openness, trust, honesty, integrity							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
% of Freedom of Information Act request responded to in 20 working days 2.1.1.17	Not applicable		Q3: 92.90 End Of Year: 93.49	Target: 94.00 Result: 91.06	Target: 94.00 Result: 92.29	Target: 94.00 Result: 93.97 Calculation: (732÷779) × 100	Target: 94.00
Comment	By the end of quarter 3, a total of 47 requests were not responded to within the required 20 working days. This was a result of delays in receiving information from departments, incomplete information being received from departments and administrative errors. The time taken to obtain approval from senior managers to release information was also a factor. The target has therefore been very narrowly missed by 0.03%.						
Remedial Action	Awareness raising through departmental co-ordinators is ongoing, to ensure that requests are identified and passed on to the FOIA team immediately. Continual monitoring of deadlines for responses from departments is ongoing and those overdue are being chased.						
Service Head: Wendy S Walters				Performance status: Off target			



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council			
Sub-theme: B1 Openness, trust, honesty, integrity			
Action	12008	Target date	31/03/2017
Action promised	We will incorporate into the Constitution any new provisions which are within the Local Government Wales Act via the Constitutional Review Working Group		
Comment	Following the 2016 Assembly elections the Welsh Government`s proposals for local government reform have changed. Further details are awaited of any legislation that is to be drafted to capture the new proposals.		
Remedial Action	Await Welsh Government legislation.		
Service Head: Linda Rees Jones		Performance status: Off target	



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



Theme: B. Building A Better Council							
Sub-theme: B5 Valuing our staff							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
The percentage of employees including teachers and school based staff who leave the employment of the local authority, whether on a voluntary or involuntary basis CHR/001	Not applicable		Q3: 4.88 End Of Year: 6.22	Target: 1.00 Result: 1.26	Target: 4.00 Result: 4.19	Target: 5.00 Result: 5.45 Calculation: (436÷8004.5) × 100	Target: 7.00
Comment	The turnover slightly higher than the target but not of concern. This turnover is low when compared with other local authorities and UK median of 14.1% (XperTHR survey 2015).						
Remedial Action	none required						
Service Head: Paul R Thomas				Performance status: Off target			☹️
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
The number of working days/ shifts per full time equivalent (FTE) local authority employee lost due to sickness absence. CHR/002	9.6	10.2	Q3: 7.2 End Of Year: 10.1	Target: 2.0 Result: 2.4	Target: 4.0 Result: 4.6	Target: 6.8 Result: 7.6 Calculation: 47155÷6188.6	Target: 9.6
Comment	Each Department is showing an upward trend, difficult to compare year on year performance in all areas, due to restructures. However data is analysed and HR colleagues are working with Heads of Service and managers who monitor and manage attendance of their teams to ensure that support is in place for staff where needed and consistent application of the sickness policy.						
Remedial Action	Sickness performance has been ranked and People Management resources will be prioritised in these areas to support the managers. Attendance management briefings and Refresher training continue. Compliance against policy data is disseminated and used to improve performance.						
Service Head: Paul R Thomas				Performance status: Off target			☹️



Report A

Scrutiny measures & actions full monitoring report

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ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy			
Sub-theme: G5 Tackling poverty and its impact on the local economy			
Action	12144	Target date	31/03/2017
Action promised	We will deliver a campaign to raise awareness of financial advice and support available to residents		
Comment	We were unable to link with the Money Advice Service`s financial capability week due to a national change in focus to aim the campaign at organisations and policy-makers, rather than consumers.		
Remedial Action	Tackling Poverty Panel to discuss this action at the next meeting on February 2nd.		
Service Head: Wendy S Walters		Performance status: Off target	

ON TARGET ETC.



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



Theme: A. Making Better Use of Resources							
Sub-theme: A1 Improve the Management of Finances and Procurement							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
The percentage of council tax due for the financial year which was received by the authority CFH/007	Not applicable		Q3: 86.47 End Of Year: 96.63	Target: 31.00 Result: 32.14	Target: 58.00 Result: 59.03	Target: 85.00 Result: 86.29 Calculation: (74787422.88 ÷ 86666328.27) × 100	Target: 97.00
Comment	Very marginally below the same period last year but remains slightly ahead of target						
Remedial Action	Proactive recovery action being maintained.						
Service Head: John Gravelle			Performance status: On target				
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
The percentage of non-domestic rates due for the financial year which were received by the authority CFH/008	Not applicable		Q3: 88.53 End Of Year: 98.40	Target: 33.00 Result: 35.01	Target: 60.00 Result: 62.55	Target: 85.00 Result: 88.35 Calculation: (43341951.05 ÷ 49057224.04) × 100	Target: 97.50
Comment	Very marginally lower than the same period last year but ahead of target (which reflects the potential negative impact on collection rates of the withdrawal of the Retail Relief scheme)						
Remedial Action	No specific action required.						
Service Head: John Gravelle			Performance status: On target				



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: A. Making Better Use of Resources			
Sub-theme: A1 Improve the Management of Finances and Procurement			
Action	11974	Target date	31/03/2017
Action promised	We will improve financial reporting by monitoring and reporting on individual savings targets to ensure that areas of over and under achievement are explicitly identified enabling effective challenge, remedial action and sharing of good practice.		
Comment	Monitoring being updated in line with bi-monthly budget monitoring cycle. Next monitoring report to Corporate Management Team and Executive portfolio holders in January 2017		
Service Head: Owen Bowen		Performance status: On target	
Action	11975	Target date	31/03/2017
Action promised	We will improve financial reporting by providing sufficient information on reserves and a clear audit trail for decisions regarding reserves.		
Comment	Draft Reserves Strategy report prepared based upon end of year position as at 31st March 2016. Report will go forward to future meeting of the Executive Board		
Service Head: Owen Bowen		Performance status: On target	
Action	11976	Target date	31/03/2017
Action promised	We will improve financial reporting by liaising with Members to ensure financial information is appropriate to their needs.		
Comment	New budget monitoring format implemented for Executive Board and Scrutiny Committees.		
Service Head: Owen Bowen		Performance status: On target	
Action	11977	Target date	31/03/2017
Action promised	We will continue to implement a balanced work programme to ensure that the 'Transform, Innovate and Change' (TIC) programme can support and promote longer term, sustainable change and improvement, whilst also recognising the need to focus on meeting the financial challenges in the short term/medium term.		
Comment	The team is currently working on a range of corporate and service based projects with progress being monitored via the TIC Team and TIC Programme Board. The programme of work is set out in the TIC Programme Business Plan which has flexibility to accommodate new projects during the course of the year. The team is currently supporting on 17 projects across the organisation.		
Service Head: Robin Staines		Performance status: On target	
Action	11978	Target date	31/03/2017
Action promised	We will ensure the maximum use of Community Benefits in all procurements where such benefit can be realised and report those benefits on all contracts over £1m.		
Comment	Community Benefits have been included as a scored, core element of the forthcoming NPS South West and Mid Wales Regional Engineering Consultancy Framework. A proposed Shared Professional Apprenticeship scheme is being considered with Cyfle which we would be looking to utilise through the life of the framework. A South West Wales Regional Contractors Framework Contractors Engagement Event is planned for the 9th February 2017 and Procurement will be running two separate Workshops during the day on Community Benefits. One for colleagues from the Welsh Public Sector (Clients) who can call-off the framework and the other for 2nd and 3rd tier suppliers. Colleagues in Regeneration have put in a bid for financial resource to fund a dedicated support in this area. 70		
Service Head: Phil Sexton		Performance status: On target	
Action	11980	Target date	31/03/2017
Action promised	We aim to strengthen procurement arrangements by reviewing the reasons for non-compliance with procedures and taking corrective action to prevent these re-occurring.		
Comment	The recent move to a Category management approach to spend will bring significant compliance and efficiency benefits in this area. Two Category Managers have recently been recruited to strengthen the existing Principal Procurement Officer roles. One of these existing roles will move to manage a category of spend and the other will manage the compliance and Community Benefit aspects of Procurement activity. All roles are interchangeable.		
Service Head: Phil Sexton		Performance status: On target	
Action	11981	Target date	31/03/2017
Action promised	We aim to strengthen procurement arrangements by further developing the e-tender Wales Bravo solutions software for Contracts and Tender registers.		
Comment	The e-tender system Bravo has been utilised to develop an up to date Contracts Register, which has been uploaded on the Procurement Pages of the intranet. This work will be on-going to capture historic contracts that have been uncovered as part of the TIC review. A forward work plan for Procurement activity has been shared with PSB Partners.		
Service Head: Phil Sexton		Performance status: On target	
Action	11982	Target date	31/12/2016 (original target 28/04/2016)
Action promised	We aim to strengthen procurement arrangements by establishing, maintaining and regularly reporting to Audit Committee a list of single tender actions		
Comment	A protocol with Audit is currently been agreed to report any single tender actions to the Audit Committee.		
Service Head: Phil Sexton		Performance status: On target	
Action	11983	Target date	31/12/2016 (original target 30/09/2016)
Action promised	We aim to strengthen procurement arrangements by Reviewing the differences in the use of the Council's framework contracts to drive a more consistent process going forward.		
Comment	The recent move to a Category management approach to spend will bring significant compliance and efficiency benefits in this area. Two Category Managers have recently been recruited to strengthen the existing Principal Procurement Officer roles. One of these existing roles will move to manage a category of spend and the other will manage the compliance and Community Benefit aspects of contracting. All roles are interchangeable.		
Service Head: Phil Sexton		Performance status: On target	

Action	11984	Target date	31/03/2017
Action promised	We will further develop mechanisms to share good practice and learning with other public sector partners as part of the TIC programme.		
Comment	Meetings have been arranged with representatives from Dyfed Powys Police and Powys County Council with a view to sharing information and good practice in relation to transformation and change programmes. It is hoped to arrange similar meetings with other public sector partners during the coming months. There may also be potential to establish a regional group on an on-going basis to promote the sharing of information and good practice.		
Service Head:	Robin Staines	Performance status:	On target
Action	11985	Target date	28/02/2017
Action promised	We will develop more explicit links between the medium term financial plan (MTFP) and the Council's improvement planning, detailing the impact that financial constraints are having on outcomes for citizens.		
Comment	Draft departmental business plans have been presented to scrutiny committees at the same time as the budget proposals consultations during the period December 2016/January 2017		
Service Head:	Owen Bowen	Performance status:	On target
Action	11986	Target date	28/02/2017
Action promised	We will develop and utilise benchmarking and Value for Money Indicators in budget setting to better inform decisions and allow for further debate and challenge of existing costs and potentially identify further efficiency savings.		
Comment	Additional benchmarking and VFM indicators have been included with the detailed budget, service and KPI information provided in the budget seminar sessions.		
Service Head:	Owen Bowen	Performance status:	On target
Action	11987	Target date	30/09/2016
Action promised	We shall improve financial reporting by developing clearer links between financial and service performance including developing joint financial and performance reports to Members		
Comment	Budget monitoring reports now linked to the performance dashboard. Draft Business plans have been presented to Scrutiny committees at the same time as they consider the budget consultation.		
Service Head:	Owen Bowen	Performance status:	On target



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: A. Making Better Use of Resources		
Sub-theme: A2 Improve the Management of Property		
Action	11979	Target date 30/04/2016
Action promised	We will report progress against the corporate asset management plan and the office accommodation strategy to Members every six months	
Comment	The Policy & Resources Scrutiny Committee was consulted on the Corporate Asset Management Plan in November 2016 and the AMP was approved by the Executive Board in late December 2016. The Office Accommodation Strategy is to be reviewed to produce a draft 2017-2020 Strategy during 2017 and an update to P&R Scrutiny is scheduled for June 2017	
Service Head: Jonathan Fearn		Performance status: On target
Action	11988	Target date 31/12/2016
Action promised	We will strengthen the service level asset management plans and improve links between these plans and the overarching corporate asset management plan.	
Comment	The Corporate Asset Management Plan was submitted to Policy & Resources Scrutiny Committee in November and formally adopted by the Executive Board in late December 2016. The Corporate AMP has also been circulated to the members of the Strategic Assets Steering Group (SASG) to ensure that services are aware of the requirement to improve linkages with future revisions to Service Asset Management Plans and the Well-being of Future Generations Act. A programme of meetings with the various services has been arranged to review and challenge Service Asset Management Plans and supporting documentation.	
Service Head: Jonathan Fearn		Performance status: On target
Action	11989	Target date 31/03/2017
Action promised	We will continue to develop a strategic approach to Asset Management throughout the organisation by adopting a new Asset Management Plan for 2016-2019	
Comment	The Corporate AMP was submitted to the Policy & Resources Scrutiny Committee in November and formally adopted by Executive Board in late December 2016.	
Service Head: Jonathan Fearn		Performance status: On target
Action	11990	Target date 31/03/2017
Action promised	We will continue to develop a strategic approach to Asset Management throughout the organisation by continuing to work towards with Town and Community Councils and Third Sector organisations on asset transfer to allow local ownership of assets.	
Comment	Following the Executive Board reconfirming the timetable for completion and future consultation on parks, playgrounds and amenity assets, discussions are continuing with various Community Councils and sporting groups/clubs with a view to completing transfers by 31st March 2017.	
Service Head: Jonathan Fearn		Performance status: On target
Action	11991	Target date 31/03/2017
Action promised	We will continue to work towards sharing accommodation with partner organisations where possible to provide savings and multi agency approach to public service delivery	
Comment	Discussions are ongoing with Hywel Dda University Health Board on various sites to assist with accommodation pressures at Glangwili hospital amongst other strategic locations. Discussions are also ongoing with Dyfed Powys Police Authority for the use of office accommodation in Llanelli as part of DPP's strategic asset review. These discussions are part of the work undertaken by the Public Service Board Estates Task and Finish Workstream. The PSB group continues to review the potential for a multi agency approach to various estates / property functions.	
Service Head: Jonathan Fearn		Performance status: On target
Action	11992	Target date 31/03/2017
Action promised	We will continue to improve the management of the Council's property portfolios by implementation of the Councils Office Accommodation Strategy which aims to reduce the number of buildings and increase the efficiency of the portfolio	
Comment	The TIC agile working team in conjunction with Vodafone are progressing the agile working review. The business case for its adoption across the entire administrative portfolio is currently being undertaken along with a pilot space survey on 3 Spilman Street. The outcome of the business case and future agile working proposals will be integral to the forthcoming review of the Office Accommodation Strategy 2014 -17, which will be undertaken later in 2017.	
Service Head: Jonathan Fearn		Performance status: On target



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Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: A. Making Better Use of Resources			
Sub-theme: A3 Improve Services by the use of ICT			
Action	11993	Target date	30/04/2016
Action promised	We will ensure that the ICT Work Streams resolve the apparent disconnect between the business and the ICT Service by establishing an ICT steering group with representation from all service departments.		
Comment	A Digital Transformation Steering Group has been established that will provide governance around key digital transformational projects and together with the Strategic Information Governance Group it was felt that ITSG could be disbanded. Significant work has taken place over the last 9 months to ensure there is no disconnect between the business and ICT. ICT have held 3 Digital workshops with over 80 senior managers to share future digital developments and listen to service requirements. ICT have attended Departmental Management Team meetings and Authority roadshows to listen to customer expectations of ICT and to share future development ideas.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	11994	Target date	31/10/2016
Action promised	We will ensure that the ICT Work Streams resolve the apparent disconnect between the business and the ICT Service by producing a joint business focused Digital Strategy across Carmarthenshire and Pembrokeshire County Councils.		
Comment	ICT Services have engaged extensively with the business via Digital Transformation workshops held in November and December 2016. The draft Digital Transformation Strategy will be consulted upon with staff in January and elected members at a seminar on February 3rd. A draft will go to CMT in February and P&R Scrutiny in March.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	11995	Target date	31/03/2017
Action promised	We will increase opportunities for customers to access Council services via digital technologies by completing the development of 'My Account' by using Firmstep		
Comment	Senior Web Developer has now started in January and is targeting improving opportunities for customers to access the Council Services online. The Digital Transformation Board is currently finalising the key Council Services to incorporate into the MY Account i.e. Council Tax, Housing Rents, Business Rates possibly being the high-volume services to target.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	11996	Target date	31/03/2017
Action promised	We will increase opportunities for customers to access Council services via digital technologies by promoting the use of e-forms to services		
Comment	ICT are currently developing new e-forms for use online. Garden Waste Collection Service is a key priority as the service will launch 1st April. ICT are currently working with Marketing & Media to review existing e-forms and identify opportunities and target services that can full integration between the e-forms and back office systems in order to maximize efficiencies.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	11997	Target date	31/08/2017 (original target 31/03/2017)
Action promised	We will ensure technologies and systems are robust and effective in meeting business and customer needs by continuing to roll out of Office 2013 and Skype for business across CCC		
Comment	Currently, approximately 85% of our estate has been upgraded to Office 2013 including Skype for Business. The remaining 15% are being addressed via Floor walks, proactive contact from the Service Desk and Software self service installs. A significant drive to market Skype for Business to our users and encourage its adoption to drive communication and efficiencies will start in January. SkypeFB has now been demonstrated to CMT, HOS forum, various DMT's and PEB.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	11998	Target date	31/03/2017
Action promised	We will ensure technologies and systems are robust and effective in meeting business and customer needs by migrating schools to HWB - Welsh Government online learning platform		
Comment	We continue to work closely with colleagues from Education and Welsh government to fully understand the benefits, work load and timescales of a full migration to HWB. We currently have a situation where all pupils in Carmarthenshire have a HWB login and can begin to take advantage of the many benefits. Uptake in schools is regarded as good with Carmarthenshire consistently in the top 5 authorities in Wales for usage. We still waiting for feedback on lessons learned from the limited number of authorities who've carried out a full migration. We need to understand when and how Carmarthenshire should migrate.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	11999	Target date	30/06/2016
Action promised	We will simplify, rationalise and streamline processes, procedures and technology to ensure we are delivering the best service possible by consolidating technologies within the data centre environment.		
Comment	Workshop held and information gathered. Agreed to prioritise the procurement of a new (completely separate) 300Mb circuit for Internet Access which will also enable potential for Internet Traffic shaping; and start with the re-design of current DMZ environment in County Hall. New Internet Circuit installed to 100MB and awaiting upgrade to 300Mb. One upgraded traffic shaping will then be looked at in greater detail. New switches will be procured for DMZ re-design which will reduce the cable runs, improve performance and capacity (10 Gig back bone) and improve redundancy.		
Service Head: Noelwyn Daniel		Performance status: On target	
Action	12000	Target date	31/03/2017 (original target 30/06/2016)
Action promised	We will simplify, rationalise and streamline processes, procedures and technology to ensure we are delivering the best service possible by improving access to self service options online		
Comment	ICT are currently assisting in many services areas and facilitating in moving their back-office systems to Cloud 'Managed Service' solutions; i.e. Planning Services (ARCUS Global), Social Care (WCCIS). Additionally working closely with TIC, Marketing & Media and the Digital Transformation Board we will be prioritising and focusing on areas that will improve service delivery and provide more personalised online services to the citizen by accessing back-office systems and data.		
Service Head: Noelwyn Daniel		Performance status: On target	



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Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council			
Sub-theme: B1 Openness, trust, honesty, integrity			
Action	12001	Target date	31/03/2017
Action promised	We will ensure all Committees have an up to date Forward Work Programme and have Regular reviews.		
Comment	All Committees had Forward Work Programmes, and these are being regularly reviewed.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12002	Target date	31/03/2017
Action promised	We will publish a Register of Delegated Decisions		
Comment	This matter was considered by Corporate Management Team at its meeting of the 3rd May 2016, when it was agreed that despite such a Register not being a statutory requirement, significant executive decisions by officers would be published, although it was highly unlikely that there would be any, as practice in Carmarthenshire is to refer such decisions to the executive Board. Purely operational decisions will not be published.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12003	Target date	31/03/2017
Action promised	We will ensure that relevant Member Development Plans are in place which will identify learning needs to assist with the Councillor function.		
Comment	The Democratic Services Committee received an update of the work on-going in relation to member training at its meeting of the 28th November 2017. The Learning and Development Unit are currently undertaking a few Focus Group meetings with members to inform the setting of the induction programme.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12004	Target date	30/09/2016
Action promised	We will review the remit of Audit Committee to make sure it is delivering what is expected of it.		
Comment	Meeting held on 18th July 2016. Members considered current remit against the Constitution and CIPFA guidance		
Service Head: Phil Sexton		Performance status: On target	
Action	12005	Target date	31/03/2017
Action promised	We will conduct a sample survey of members to see if there has been an improvement in the information they receive on works or developments being made in their wards. (In particular, as a result of members feedback received in KIOP workshops).		
Comment	The commitment was to undertake this random survey of members during the financial year, and this will be done.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12006	Target date	31/08/2017 (original target 31/03/2017)
Action promised	We will produce a Made Simple Guide to the Constitution for both members and the public		
Comment	This Guide will be produced for circulation after the May 2017 election.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12007	Target date	31/03/2017
Action promised	We will continue to review any opportunity to improve the openness and transparency of the Council via the Constitutional Review Working Group and implement any agreed recommendations made by the group who will continue to meet annually		
Comment	A meeting of CRWG has been scheduled for the 6th March 2017 to discuss any amendments to be recommended to Council's Constitution.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12009	Target date	31/03/2017
Action promised	We will reflect any requirements of the `Well Being of `Future Generations Act` into the Council process		
Comment	County Council resolved at its meeting of the 25th January 2017 to designate the Policy and Resources Scrutiny Committee as the statutory Committee for scrutinising the work of the Public Service Board.		
Service Head: Linda Rees Jones		Performance status: On target	
Action	12010	Target date	31/03/2017
Action promised	We will ensure the Council is fully engaged in the development of the new Local Government (Wales) Bill		
Comment	The Local Government Secretary Mark Drakeford has set out a clear timetable for talks on local government reform and has visited most of the 22 Local Authorities. This is being followed by formal consultations which will conclude before the local government elections in May 2017.		
Service Head: Wendy S Walters		Performance status: On target	
Action	12011	Target date	31/03/2017
Action promised	We will establish a robust Information Asset Risk register for the Council to ensure a strong information governance culture across the Council		
Comment	196 entries in departmental registers have been completed, a small increase on the last progress report for Q2. However, as reported previously, work will be undertaken to quality assure each entry for accuracy and compliance with what is required. This is complicated somewhat by changes to services as a result of restructuring. Further work is ongoing to chase up completions.		
Service Head: Wendy S Walters		Performance status: On target	



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



Theme: B. Building A Better Council							
Sub-theme: B2 Putting customers first							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Average speed (seconds) to answer calls to the Contact Centre 2.2.2.20	Not applicable		Q3: 14 End Of Year: 15	Target: 25 Result: 22	Target: 25 Result: 21	Target: 25 Result: 22 Calculation: 4396290 ÷ 200173	Target: 25
Service Head: Wendy S Walters				Performance status: On target			



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B2 Putting customers first		
Action	12012	Target date 31/03/2017
Action promised	We will facilitate and promote a channel shift to enable customers to manage their own interactions with the Council. This will include the development of 'My Account' on the Council website to specifically encourage more online take up of services.	
Comment	As part of the TIC Channel Shift project we are continuing to work closely with IT and all departments to map out existing and new processes into a digital format. This work will be ongoing and includes both internal and external forms. MyAccount is under development. The registration process and dashboard is in the design phase.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12013	Target date 31/03/2017
Action promised	We will promote the 15 year Regeneration Plan in partnership with local media, and via web and social media platforms.	
Comment	The Regeneration Plan, and individual schemes within it, has continued to be promoted via press, social media, on the newsroom and in the weekly news bulletins sent to staff.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12014	Target date 31/03/2017
Action promised	We will raise further awareness of the Do It Online campaign to encourage more people to interact via the website.	
Comment	Promotion has continued in several service areas to encourage residents to Do It Online. These include bin collection times, reporting flytipping, consultation for a number of issues including this year's budget, and school admissions.	
Service Head:	Wendy S Walters	Performance status: On target



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council			
Sub-theme: B3 Listening and delivering on promises			
Action	12015	Target date	31/03/2017
Action promised	We will further develop the Council's consultation and engagement approaches in line with the new Communication Strategy		
Comment	iLocal is now the default location for all Council consultation exercises. Our approach will be reviewed during January to ensure value and maximize effectiveness.		
Service Head: Wendy S Walters		Performance status: On target	
Action	12016	Target date	31/03/2017
Action promised	We will develop methodology and support the implementation of the consultation and engagement approach for the three counties well-being assessment which is required by the Public Services Board		
Comment	A consultation and engagement framework was developed, agreed and implemented on a regional basis. The framework outlined a common approach to engaging with the public, and a large scale joint survey was developed and implemented by partners across the region (a total of over 6500 responses)		
Service Head: Wendy S Walters		Performance status: On target	
Action	12017	Target date	31/03/2017
Action promised	We will support the development of the Public Services Board Consultation and engagement strategy		
Comment	A strategy has been drafted, but it has been decided that the process of strategy development requires greater input from PSB partners. This change of approach means the action will not be completed during 2016-17.		
Service Head: Wendy S Walters		Performance status: On target	
Action	12018	Target date	26/05/2017 (original target 31/03/2017)
Action promised	We will seek to improve current voter registration levels by pro-actively promoting the message of how important it is to "Have Your Say".		
Comment	This is a on-going action. We have recently updated the Register of Electors and actively worked with Nursing Homes. Post Christmas there will be a PR programme in place in the run up to the May 2017 Elections.		
Service Head: Wendy S Walters		Performance status: On target	



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B4 Working in partnership		
Action	12019	Target date 31/03/2017
Action promised	We will introduce the new Public Services Board (PSB) and partnership arrangements with the development of a new website and communication arrangements.	
Comment	<p>The PSB continues to meet with good levels of attendance by partners and it is pleasing to note that collaborative partnership working is continuing and improving.</p> <p>The new partnership structure has been established with new multi-agency groups meeting - 'Fair and Safe Communities', 'Prosperous and Resilient Communities' and 'Healthy Families and Communities' - to take forward partnership working to address key areas. The PSB's engagement website is live - www.thecarmarthenshirewant.wales - and the engagement activity started by the well-attended event, held in September as part of the process of developing a well-being assessment, has continued with links made with wider partners.</p> <p>A newsletter is produced after each PSB meeting to raise awareness of the work of the PSB and partnership working taking place. This is circulated to all staff of partner organisations and is available on the website.</p> <p>Good use is also made of the PSB's publication, Carmarthenshire News, to promote PSB related business.</p>	
Service Head: Wendy S Walters		Performance status: On target
Action	12020	Target date 31/03/2017
Action promised	We will assist with our collaborative communication and create a new communications group that will deliver the bi-annual Carms News and the new Public Service Board (PSB) website and e-alerts	
Comment	Group has now been set up which meet on a bi-monthly basis. majority of partners attend but work will continue to ensure all participate.	
Service Head: Wendy S Walters		Performance status: On target
Action	12021	Target date 31/03/2017
Action promised	We will support the development of the Wellbeing Assessment working in partnership with colleagues within the Council as well as colleagues from Ceredigion, Pembrokeshire and other Public Service Board Partners	
Comment	Consultation report completed, well-being assessment created and will be presented to PSB for approval.	
Service Head: Wendy S Walters		Performance status: On target



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 3 2016/17



Theme: B. Building A Better Council							
Sub-theme: B5 Valuing our staff							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
% HPP's carried out during the year (not including half year reviews) 1.3.2.11a	Not applicable		Q3: 73 End Of Year: 85	Target: 40 Result: 41	Target: 60 Result: 59	Target: 72 Result: Not available	Target: 88
Comment	The responsibility for HPP has transferred across to People Management. It has been agreed with the Assistant Chief Executive (People Management) to suspend this measure while the process is reviewed with a view to establishing outcome based measures in due course						
Service Head: Paul R Thomas				Performance status: Result not available			



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B5 Valuing our staff		
Action	12023	Target date 31/03/2017
Action promised	We will finalise and implement the revised structure for the People Management Division.	
Comment	Phases 1 and 2 of the implementation of the revised structure for the People Management Division have been completed. Phase 1 was the implementation of the Divisions Strategic Management Team - ie Employee Well Being Manager, People Services Manager, Organisational Development Manager and Business & Projects Coordinator Phase 2 looked at the next tier down for every business unit - Business Partners for the Division. Phase 3 has commenced and is looking at the configuration of the rest of the teams. Some key appointments have been made and work is on going to finalise the realignment	
Service Head: Paul R Thomas		Performance status: On target
Action	12024	Target date 31/03/2017
Action promised	We will ensure all staff have an individual performance appraisal	
Comment	With the transfer of the lead for Performance Appraisal to People Management there is an opportunity to strategic review the effectiveness of the process and measures. This review is underway and an action plan will be developed.	
Service Head: Paul R Thomas		Performance status: On target
Action	12025	Target date 31/03/2017
Action promised	We will simplify communication mechanisms both within People Management and those used for communicating people management initiatives to the wider workforce	
Comment	Access to People Management information on the Council's Intranet has been streamlined and the Division has received positive feedback on the content and format. In terms of internal communication within the Division - work is underway to identify current communication mechanisms before agreeing new ways of working.	
Service Head: Paul R Thomas		Performance status: On target
Action	12026	Target date 31/03/2017
Action promised	Review the ICT systems and equipment used within People Management and drive developments. 1) a single personnel record; 2) effective self-service; 3) agile working for PMP officers; 4) a clear business requirement for ICT communicated to the ICT Strategy group; 5) more effective use of the insight reporting system	
Comment	Work is ongoing to ensure integration of HR and Payroll systems to enable development of self service and personnel records. Business plan drafted for Digital Transformation resources to support review Resourcelink capability and recruitment and other processes.	
Service Head: Paul R Thomas		Performance status: On target
Action	12027	Target date 31/03/2017
Action promised	We will work towards maintaining the Welsh Government Corporate Health Standard, Platinum award	
Comment	Following an intensive 2 day external assessment in June 16, where the 4 assessors spoke to the Working Group, Staff, Managers, Trade Union, The Leader, Executive Board Member and The Assistant Chief Executive and visited sites across the authority and reviewed all the evidence gathered for the submission. We have been awarded the Platinum Corporate Health Standard, and are still the only Authority in Wales to have achieved this.	
Service Head: Paul R Thomas		Performance status: On target
Action	12028	Target date 31/03/2017
Action promised	We will develop an overarching behaviour statement aligned to our newly developed core values to ensure employees and managers appreciate and understand the Equality Duty and how it relates to their role in our organisation (SEPA)	
Comment	Work has begun on bringing the refreshed Core Values to life for staff via the new online induction process. Once this exercise is complete it will be made available on the Council's Intranet.	
Service Head: Paul R Thomas		Performance status: On target
Action	12029	Target date 31/03/2017
Action promised	We will support the organisation to workforce plan effectively and develop a strategic workforce plan for the Council	
Comment	HR Business Partners have attended business planning sessions and provided information and advice to managers to assist them to develop workforce plans. It is anticipated that following the development of departmental plans, general themes can be drawn out to produce an organisational workforce plan.	
Service Head: Paul R Thomas		Performance status: On target
Action	12030	Target date 31/03/2017
Action promised	We will develop an integrated programme of Welsh Language development for our employees (SEPA)	
Comment	A Risk Management bid to fund a Learning & Development Advisor (Welsh Language) post for two years has been agreed and work has begun to develop a Job Profile and initiate the recruitment process. The development of an integrated programme of development will be a key part of the job role.	
Service Head: Paul R Thomas		Performance status: On target
Action	12031	Target date 31/03/2017
Action promised	We will undertake an audit of the Language Skills of our employees (SEPA)	
Comment	Departmental services continue to capture language skills data both electronically and manually for those areas identified as outstanding in their departmental workforce profiles. These are mainly operational service areas that have been unable to benefit from the online process and require an alternative approach. The current position shows that 83% of those employees within the scope of the skills audit have now provided their self-assessed level of language skills. Additional information has also been sought in terms of their development requirements, the level of skill they wish to achieve	

and an indication of their learning preference. This information is being used to inform the Language Skills Development Plan.

Service Head: Paul R Thomas

Performance status: On target



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B6 Ensuring equality of opportunity		
Action	12032	Target date 31/03/2017
Action promised	We will continue to work to remove barriers to accessing Council services and in particular working towards an appointments based system in Customer Services Centers.	
Comment	Customer appointments are now well established across all 3 CSC`s. Appointments are available for Housing Benefits, Council Tax, Blue Badges, Taxi Licensing. Progress is being made in obtaining an IT solution to enable other service areas and the public to book their own appointments online without the need to telephone in advance. Once this is established further promotion of the appointment system will be further communicated.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12033	Target date 31/03/2017
Action promised	We will work with particular sectors of our community in particular the young people of Carmarthenshire and Persons in Charge of Residential/Nursing Homes, to raise awareness of the importance of registering to vote.	
Comment	Recently worked with nursing homes across Carmarthenshire to register their residents and apply for postal votes.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12034	Target date 31/03/2017
Action promised	We will ensure Equality Impact Assessment requirements are embedded into the wider impact assessment process being developed as part of the Well-being of Future Generations requirements	
Comment	A draft integrated assessment has been prepared, alongside draft guidance and a revised implications section for use within Democratic papers. Colleagues from across the authority are currently providing feedback. We are currently organizing a series of training sessions for Elected Members and officers.	
Service Head:	Wendy S Walters	Performance status: On target
Action	12035	Target date 31/03/2017
Action promised	We will deliver the outcomes of the Community Cohesion National Delivery Plan 2016/17	
Comment	<p>Outcome 1: Departments, organisations and people understand hate crime, victims make reports and get appropriate support. Two Hate Crime Awareness Sessions were delivered in Carmarthenshire A range of events and awareness raising activities took place during Hate Crime Awareness Week. A number of relevant conferences were held: Carmarthenshire - Show Racism the Red Card and Carmarthenshire Safe Havens (Schools and Syrian refugees) conference. The Co-ordinator engaged with a range of structures regarding Hate Crime.</p> <p>Outcome 2: Departments, organisations and people understand modern slavery, victims make reports and get appropriate support. Early discussions were held in Carmarthenshire on Welsh Government's draft Code of Practice: Ethical Employment in Supply Chains</p> <p>Outcome 3: Increased awareness and engagement across Gypsy and Traveller communities. Work commenced on a Communications Strategy.</p> <p>Outcome 4: Increased evidence and awareness on immigration and supporting the inclusion of asylum seekers, refugees and migrants. The Co-ordinator has been invited to be an observer on a Pilot Migration Integration Strategic Framework being carried out in Swansea. Further Syrian Refugees were welcomed under the Syrian Resettlement Programme (SRP), to Carmarthenshire during Q3. The Co-ordinator engaged with structures and provided a wide range of advice and support on the SRP, including Local Authority Task Groups, The Wales Strategic Migration Partnership and community groups. Considerable work was undertaken by partners within the region to deliver the SRP, please see below for details.</p> <p>Outcome 5: Increased understanding regarding the impacts of poverty on people with Protected Characteristics across key service and policy delivery. The Co-ordinator was available to the Carmarthenshire Community First Cluster for community cohesion advice and support. The Carmarthenshire Communities First Cluster has been given permission from WG to offer support to all Syrian refugees in Carmarthenshire.</p> <p>Outcome 6: Key policies and programmes are supporting and evidencing delivery against the national goal on more cohesive communities through the Wellbeing of Future Generations (Wales) Act 2015 The Co-ordinator contributed to Carmarthenshire CC's Strategic Equality Action Plan. Outcome 7: Policies and services are responsive to community tensions</p>	
Service Head:	Wendy S Walters	Performance status: On target
Action	12036	Target date 31/03/2017
Action promised	It is the duty of the Council to facilitate and increase the use of the Welsh language and we will continue to promote the use of the Welsh language in our workplace	
Comment	The Policy on the internal use of the Welsh Language has formally adopted. It`s main aim is to promote the opportunities for staff to use their Language skills in the workplace and to outline the support available. This support includes opportunities to learn Welsh or improve written and spoken skills.	
Service Head:	Wendy S Walters	Performance status: On target



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: B. Building A Better Council		
Sub-theme: B8 Improving our services		
Action	12037	Target date 31/03/2017
Action promised	We will ensure delivery of Well-being of Future Generations (Wales) Act 2015 requirements, to ensure that the 7 national well-being goals and 5 ways of working are taken into account in all that the Council does and to evidence due consideration of the impact on all Council policies and decisions	
Comment	Work on developing a new impact assessment process for the Council is underway. The draft assessment is currently being tested in departments. Development work will also include a series of training events for Elected Members, budget managers and Policy & Performance staff.	
Service Head: Wendy S Walters		Performance status: On target
Action	12039	Target date 31/03/2017
Action promised	We will implement an online electronic booking system and allow phased public access for making appointments for the Registrar.	
Comment	The preferred supplier is on-site on January 20th to showcase the product and discuss implementation. The intention is that this solution will also provide a Corporate appointments booking system for our Customer Service Centres. The 1st phase of implementation is on schedule to be live by March 31st.	
Service Head: Wendy S Walters		Performance status: On target
Action	12040	Target date 31/03/2017
Action promised	We will continue to improve the Council website to give customers better access to services 24/7	
Comment	In terms of minor amends and responding to feedback from the public this work is ongoing. The recent digital transformation workshops provided valuable feedback and insights into simple amends to the website. We have a workshop in March with Planning, this is an opportunity to look at their section of the site and how they can maximise their use of digital platforms. The Channel Shift work also crosses into improving and developing web content. In addition to the planned user testing with CSC/Contact centre, we continue to use Google Analytics to make informed decisions on where improvements are needed.	
Service Head: Wendy S Walters		Performance status: On target
Action	12041	Target date 31/03/2017
Action promised	We will introduce a revised Corporate Performance Management Framework to reflect the new `Well-being of Future Generations Act`.	
Comment	We are still engaging with Wales Audit Office on the WBFG requirements and have been attending DMT's to inform them of the Acts requirements. We will have to identify the Councils Well Being Objectives by the end of March 2017 and this has been built into our Financial and Performance timetable. It's too early to introduce the new framework for 2017/18	
Service Head: Wendy S Walters		Performance status: On target
Action	12042	Target date 31/03/2017
Action promised	We will ensure the consistent application of the Corporate guidelines for Business Planning.	
Comment	The Executive Board Member challenge on each Heads of Service Business Plan was brought forward to May/June to ensure that business plans were fit for purpose. A similar programme will take place for 2017/18 plans.	
Service Head: Wendy S Walters		Performance status: On target
Action	12043	Target date 31/03/2017
Action promised	We will continue with the Executive Board challenge with Heads of Service and peer to peer challenge of Business Plans with Heads of Service.	
Comment	The Executive Board, business plan challenge programme with Service Heads was completed for 2016/17 plans. This challenge programme will be repeated for 2017/18 plans. We will also introduce Heads of Service peer challenge for the emerging 2017/18 business plans. This is to address a Corporate Assessment Proposal for Improvement concerning peer challenge.	
Service Head: Wendy S Walters		Performance status: On target



Report A

Scrutiny measures & actions full monitoring report Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: F. Carmarthenshire's communities and environment are sustainable		
Sub-theme: F7 Ensuring the promotion of the Welsh language and Welsh culture		
Action	12135	Target date
		31/03/2017
Action promised	We will develop and publish a Welsh Language Promotion Strategy	
Comment	The Welsh Language Promotion Strategy has been prepared in partnership with the Members Advisory Panel and the County Language Forum. It has been formally adopted through the Democratic Process and published on the CCC website. Next steps include developing a detailed action plan and a mapping exercise on the current use of resources across the county.	
Service Head: Wendy S Walters	Performance status: On target	



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



Theme: G. Carmarthenshire has a stronger and more prosperous economy							
Sub-theme: G5 Tackling poverty and its impact on the local economy							
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Average time for processing new Housing/Council Tax Benefit claims 6.6.1.2	Not applicable		Q3: 21.68 End Of Year: 21.76	Target: 29.00 Result: 26.68	Target: 29.00 Result: 23.39	Target: 26.00 Result: 21.56 Calculation: 114401÷5307	Target: 23.00
Service Head: John Gravelle				Performance status: On target			
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
Average time for processing Housing/Council Tax Benefit notifications of changes of circumstances (days) 6.6.1.3	Not applicable		Q3: 6.31 End Of Year: 5.23	Target: 7.50 Result: 5.99	Target: 7.00 Result: 5.86	Target: 7.00 Result: 5.73 Calculation: 461073÷80414	Target: 5.50
Service Head: John Gravelle				Performance status: On target			
Measure Description	2015/16 Comparative Data			2016/17 Target and Results			
	Best Quartile	Welsh Median	Our Actual	Quarter 1	Quarter 2	Quarter 3	End of Year
% of recently calculated Housing/Council Tax Benefit claims that have been calculated accurately based on a sample check 6.6.1.9	Not applicable		Q3: 96.51 End Of Year: 95.45	Target: 93.00 Result: 93.33	Target: 93.00 Result: 96.73	Target: 94.00 Result: 98.05 Calculation: (251÷256) × 100	Target: 95.00
Service Head: John Gravelle				Performance status: On target			



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy			
Sub-theme: G5 Tackling poverty and its impact on the local economy			
Action	12137	Target date	31/08/2016
Action promised	We will develop a Tackling Poverty Policy statement outlining the Council's overarching approach to tackling poverty		
Comment	Report is due to be presented at Corporate Management Team on 27th February 2017 for dissemination to departments		
Service Head:	Wendy S Walters	Performance status:	On target
Action	12138	Target date	31/08/2016
Action promised	We will establish a Tackling Poverty Advisory Panel to oversee the Tackling Poverty Action Plan and support the Executive Board Member with responsibility for Tackling Poverty in executing their responsibilities.		
Comment	The Panel has now been established. It is chaired by Anti-Poverty Champion Cllr Pam Palmer and has cross party and key officer representation including leads of tackling poverty programmes. In order to avoid duplication and streamline agendas DWP also have an open invitation to attend the Panel as appropriate. This effectively merges the former Tackling Poverty Group and Welfare Reform Programme Board. Terms of reference for the group attached here. The group have met twice and identified an initial focus on out of term provision for children particularly in relation to ensuring availability of hot meals.		
Service Head:	Wendy S Walters	Performance status:	On target
Action	12139	Target date	31/07/2016
Action promised	We will update the tackling poverty action plan to reflect priorities for 2016/17 and embed it into the KIOP		
Comment	Plan has been updated and uploaded onto PIMS to enable on-going monitoring. Action plan will be reported to the Panel on a quarterly basis following updates.		
Service Head:	Wendy S Walters	Performance status:	On target



Report A

Scrutiny measures & actions full monitoring report

Policy and Resources scrutiny - Quarter 3 2016/17



ACTIONS - Theme: G. Carmarthenshire has a stronger and more prosperous economy			
Sub-theme: G6 To build a bilingual economy and workforce			
Action	12152	Target date	31/03/2017
Action promised	We will strengthen the position of the Welsh language in Carmarthenshire by implementing the recommendations of the 'Welsh Language in Carmarthenshire' report of March 2014		
Comment	The Welsh language Members Advisory Panel meetings are themed in order to look at specific areas such as Education and Leisure. The recommendations will be central to the action plan for the Welsh language Promotion Strategy and will be regularly monitored and updated through the Members Advisory Panel.		
Service Head: Wendy S Walters		Performance status: On target	

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POLICY & RESOURCES SCRUTINY COMMITTEE 22nd MARCH 2017

REVENUE & CAPITAL BUDGET MONITORING REPORT 2016/17

To consider and comment on the following issues:

- That Scrutiny receives the Authority's Corporate Budget Monitoring Report and the Chief Executive and Corporate Services departmental reports and considers the budgetary position.

Reasons:

- To provide the Committee with an update on the latest budgetary position, as at 31st December 2016, in respect of 2016/17.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

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

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

POLICY & RESOURCES SCRUTINY COMMITTEE

22nd MARCH 2017

Revenue & Capital Budget Monitoring Report 2016/17

The Financial Monitoring report is presented as follows:

Revenue Budgets

Appendix A – Authority Corporate Budget Monitoring report

Overall, the monitoring report forecasts an end of year overspend of £833k on the Authority's net revenue budget with an overspend at departmental level of £2,350k. Summary position and main variances on agreed budgets for all departments are also included.

Appendix B

Chief Executive and Corporate Services detail variances for information purposes only.

Capital Budgets

Appendix C - Corporate Capital Programme Monitoring 2016/17

The total projected net expenditure for 2016/17 is **£37.249m** compared to the allocated net budget for the year of **£57.212m**, giving a **-£19.963m** variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed.

Appendix D

Details the main variances on agreed budgets.

Appendix E

Details a full list of Chief Executive and Corporate Services schemes.

DETAILED REPORT ATTACHED?

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

IMPLICATIONS

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

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

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

Overall, the Authority is forecasting an overspend of £833k. Policy and Resources Services are projecting to be under the approved budget by £238k.

Capital

The capital programme shows a net variance of **-£19,963k** against the 2016/17 approved budget. The reported under spends will be incorporated into future years of the Capital Programme.

CONSULTATIONS

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

Signed: Owen Bowen Head of Financial Services

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

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

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

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REPORT OF THE DIRECTOR OF CORPORATE SERVICES
POLICY AND RESOURCES SCRUTINY - 22nd MARCH 2017
COUNCIL'S BUDGET MONITORING REPORT 2016/17 as at 31st December 2016

Head of Service & Designation	Author & Designation	Telephone No	Directorate
O Bowen, Head of Financial Services	O Bowen, Head of Financial Services	01267 224886	Corporate Services

Table 1

Forecasted for year to 31 March 2017

Department	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 Forecasted Variance for Year £'000
	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000	Controllable Expenditure £'000	Controllable Income £'000	Net Non Controllable £'000	Total Net £'000		
Chief Executive	18,884	-7,143	1,777	13,517	19,267	-7,260	1,777	13,784	267	348
Education & Children	177,438	-39,299	24,187	162,326	179,453	-39,548	24,187	164,093	1,767	1,780
Corporate Services	80,560	-51,509	-6,868	22,183	83,429	-54,883	-6,868	21,678	-505	-328
Communities	127,154	-47,811	11,588	90,930	129,037	-49,243	11,588	91,382	452	493
Environment	118,457	-79,621	8,728	47,563	115,600	-76,395	8,728	47,933	369	540
Departmental Expenditure	522,492	-225,384	39,411	336,519	526,787	-227,329	39,411	338,869	2,350	2,833
Capital Charges/Interest				-9,519				-10,919	-1,400	-1,100
Pension Reserve Adjustment				-5,085				-5,085	0	0
Levies and Contributions:										
Brecon Beacons National Park				138				138	0	0
Mid & West Wales Fire & Rescue Authority				9,172				9,172	0	0
Net Expenditure				331,225				332,175	950	1,733
Outcome Agreement Grant				0				0	0	0
Contribution from Balances				-65				-65	0	0
Transfer from Balances/Earmarked Reserves				-200				-200	0	0
Transfers to/from Departmental Reserves										
- Corporate Services				0				253	253	164
- Environment				0				-369	-369	-540
Net Budget				330,960				331,794	833	1,357

Chief Executive Department
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 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		
Chief Executive	-473	0	-329	-802	74	0	-329	-256	547	542
People Management & Performance	3,677	-1,058	-2,251	368	4,055	-1,501	-2,251	303	-66	-96
Admin and Law	4,005	-596	1,565	4,974	3,834	-550	1,565	4,849	-125	-68
Customer Focus and Policy	4,177	-987	-2,266	924	4,181	-1,061	-2,266	854	-70	-126
Statutory Services	763	-2	152	913	799	-3	152	948	35	67
Property	1,103	-1,168	791	727	1,110	-1,271	791	631	-96	-28
Regeneration	5,632	-3,333	4,115	6,414	5,215	-2,874	4,115	6,456	42	57
GRAND TOTAL	18,884	-7,143	1,777	13,517	19,267	-7,260	1,777	13,784	267	348

Chief Executive Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Chief Executive							
Corporate Savings Target	-809	0	-262	0	547	Part year savings have already been identified in relation to the application of Standby, and work is ongoing with the TIC teams in relation to delivering the full efficiencies identified.	547
People Management & Performance							
Business Support	199	-1	168	-1	-32	Savings on Supplies & Services	-31
Personnel Management	903	-199	884	-204	-23	Vacant Posts - realignment in progress	-28
Fitness For Work	607	-343	644	-404	-23	Vacant posts and savings on supplies and services	-49
Admin and Law							
Democratic	1,660	0	1,631	-0	-29	Vacant member positions during year	-25
Corporate Serv-Democratic	486	0	421	0	-65	Part year vacant posts	-55
Corporate Serv-Administration	188	-0	164	-0	-24	Maternity leave and reduced spend on supplies and services	-18
Corporate Serv-Legal	1,422	-267	1,373	-249	-31	Part year vacant posts	-1
Local Duplicating Centre	16	-53	3	-9	31	Income generation potential curtailed following introduction of printer rationalisation programme and directive to reduce printing in general	31
Regeneration, Policy & Property							
Customer Focus and Policy							
Registrars	379	-238	446	-292	13	Additional staffing costs	-0
Welsh Language	169	0	159	0	-10	Reduced spend on supplies and services	3
Communications	16	0	4	0	-12	Reduced spend on supplies and services	-14
Press	93	-7	209	-70	52	Efficiency yet to be realised. On going service realignment	33
Direct Communications	530	-268	435	-162	12	Lack of income generation on graphics as graphic designer post is currently vacant. Post not being filled as service currently being realigned/restructured	24
Corporate Serv-Translation	493	-15	362	-15	-131	Vacant posts	-171
Customer Services	57	-6	45	-6	-13	Part year vacant post	3
Carbon Reduction Programme	0	0	-33	0	-33	Reduction in Authority's CO2 liability	0
Performance Management	558	-19	526	-23	-37	Vacant post	-45
Chief Executive-Policy	516	-63	582	-4	125	Income target not achievable and unfunded post	103
Contact Centre	562	-59	543	-59	-19	Part year vacancies	-45

Chief Executive Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16	Notes	Oct 16
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Statutory Services							
Registration Of Electors	152	-2	168	-3	16	Additional cost of individual electoral registration	41
Coroners	279	0	302	0	23	Additional storage costs and anticipated increase in Coroners salary	49
Property							
Property	503	-122	462	-142	-60	Part year vacant post	-6
Commercial Property - Chief Executive	38	-324	39	-358	-34	Additional rental income from a property recently acquired	-34
Regeneration							
Marketing Tourism Development	392	-21	389	-30	-12	Underspend mainly due to backdated lease income reflected from company occupying space in former Llandeilo Tourist Information Centre.	-7
Physical Regeneration	451	0	430	0	-22	Underspend mainly due to staff vacancies	-23
The Beacon	126	-126	190	-165	25	Overspend mainly due to R&M costs associated with repairing the roof and also purchase of new video conferencing system	3
Regen Core & Policy Performance	0	0	12	0	12	Increased staffing costs	10
Regeneration Business Support Unit	384	-107	378	-87	14	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property hasn't been sold so ongoing overspend shown as a result.	24
UN Sir Gar	167	-128	198	-103	56	Overspend mainly due to projected non-achievement of income target	54
Business Services	308	0	270	0	-37	Planned reduction in expenditure to partly offset overspend within Un Sir Gar above	-19
Other Variances					-12		-8
Grand Total					267		348

Department for Education & Children
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 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		
Director & Strategic Management	681	0	-149	532	721	-56	-149	517	-15	-11
Education Services Division	118,424	-2,090	19,650	135,984	119,431	-2,095	19,650	136,986	1,002	963
Strategic Development	9,166	-7,193	1,118	3,091	9,266	-7,378	1,118	3,006	-86	-52
School Improvement	15,592	-13,280	518	2,830	15,631	-13,364	518	2,785	-46	-15
Learner Programmes	11,014	-10,123	617	1,508	10,733	-9,818	617	1,532	24	30
Children's Services	22,560	-6,613	2,433	18,379	23,671	-6,836	2,433	19,268	888	866
GRAND TOTAL	177,438	-39,299	24,187	162,326	179,453	-39,548	24,187	164,093	1,767	1,780

Department for Education & Children - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Director & Strategic Management							
Director & Management Team	681	0	721	-56	-15	Part year vacant post	-11
Education Services Division							
School Redundancy & EVR	1,612	0	2,564	0	952	Budget utilised on existing commitments. Current year school redundancies agreed in excess of £900k. A cross-departmental team is drawing together different strands of work with the aim of reducing costs.	968
School Modernisation	88	-5	324	-11	231	Short term transport for pupils from closed schools £70k, property decommissioning and cost of sales £161k (which includes £149k NNDR)	222
Special Educational Needs	3,107	-1,536	2,952	-1,471	-90	Termination of Out Of County placement, reduction tri-partite funding -£209k. Additional statementing yr 6 transition £289k. Inclusion Manager and ALN specialist teacher vacancies -£170k whilst structure is reviewed.	-135
Educational Psychology	1,054	-148	996	-164	-74	Vacant post -£57k, additional recharge income -£17k.	-58
Strategic Development							
Information & Improvement	450	-35	494	-117	-38	Part-year vacant post, 2 employees not at the top of grade and maternity leave.	-45
School Meals & Primary Free Breakfast Services	7,839	-6,876	7,911	-6,978	-31	Increased income in some schools following introduction of new winter menu -£16k & careful management of repair & maintenance budget -£15k.	0
School Improvement							
School Effectiveness Support Services	525	-267	497	-256	-17	Savings in supplies and services which is a proposed efficiency in 2017-18.	-15
National Model for School Improvement	1,435	-345	1,526	-455	-18	Delay in recruitment of Challenge Advisor	0
Welsh Language Support	488	-201	463	-186	-11	Saving in supplies and services due to commencement of planned project being moved to April 2017	0
Learner Programmes							
Music Services for Schools	1,329	-1,316	1,362	-1,284	64	A number of schools late in agreeing SLA's and reducing their requirement. Various strategies are being developed to ensure the long term sustainability of this service.	33
Youth Offending & Prevention Service	1,515	-660	1,568	-746	-33	Part-year vacant posts which are linked to proposed efficiencies for 2017-18.	0

Department for Education & Children - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Children's Services							
Commissioning and Social Work	6,099	-19	6,253	-90	85	Increase in Legal costs due to a high number of cases, one of which is awaiting a high court hearing £229k. This is offset by secondment and part year vacancy savings -£144k.	70
Corporate Parenting & Leaving Care	975	-246	1,333	-304	300	Increasing age profile of Looked After Children (LAC) resulting in more costly support for longer - impact of When I'm Ready & Social Care Well Being Act on 15 to 25 year olds. This is an ongoing growth area in addition we are funding more young people in university and one young person at Wellbeck College costing £42k. Previous returns included an assumption that Supporting People income would be received. Further discussions are planned with Communities Department who manage the grant. Service is set to receive growth budget of £100k in 2017-18.	257
Fostering Services & Support	3,573	0	3,902	-15	315	The taxi's budget faces ongoing pressure £71k due to the high number of placement moves, some away from school areas. The Fostering Support Team have additional running costs including increased transport costs due to carers being in rural areas, boarding out payments and residence orders (currently set at the minimum rate allowed by Welsh Government) £274k. Included in this figure there are costs for an extension that will enable a child to stay in their own home. This is offset by a part year vacancy in the Fostering Recruitment Team -£30k.	257
Adoption Services	497	-55	608	-135	31	Additional staff resource to reduce the number of placements needing to be purchased at greater cost, which reduces budget pressure in other areas. The service is currently negotiating an agreement with 3 other Local Authorities, which includes cost sharing.	35
Out of County Placements (CS)	722	-53	739	0	70	The service are having to make more use of independent fostering agencies that are more expensive to use, due to a lack of in-house foster placements. Two young people are being accommodated in external residential care due to their complex needs as they cannot be cared for in foster care as they require 24 hour support. The forecasted overspend has reduced due to one young person being placed in-county in Garreglwyd.	103
Residential and Respite Units	919	-151	903	-7	127	Planned additional contribution from the LHB is unlikely to be achieved in 2016-17 £150k, netted off with salary savings -£23k. Service is set to receive growth budget of £100k in 2017-18.	139

Department for Education & Children - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16	Notes	Oct 16
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Garreglwyd Residential Accommodation	530	-156	631	-217	40	Additional staffing costs to cover periods of sickness and a young person being moved in which reduces the out of county placement costs.	25
Short Breaks and Direct Payments	611	-82	587	-88	-29	Salary savings due to review of casual hours in line with service requirements.	5
Family Aide Services	220	0	185	-4	-39	Employees not being on the top of their grade and part year vacancy	-37
Out of Hours Service	262	-64	298	-64	36	Referrals fluctuate depending on activity. Service currently under review by the TIC team.	50
Children's Services Mgt & Support (incl Care First)	969	-76	1,000	-150	-44	Part year vacancies.	-40
Other Variances					-46		-43
Grand Total					1,767		1,780

Corporate Services Department
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 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		
Financial Services	7,575	-3,390	-3,236	949	7,372	-3,445	-3,236	691	-258	-230
Audit Risk & Procurement	1,073	-28	-1,001	44	995	-24	-1,001	-30	-74	-54
ICT	4,495	-807	-3,695	-7	4,507	-813	-3,695	-1	6	70
Performance & Development	184	0	-244	-60	135	-2	-244	-111	-51	0
Other Services	67,234	-47,284	1,307	21,257	70,420	-50,599	1,307	21,128	-129	-114
GRAND TOTAL	80,560	-51,509	-6,868	22,183	83,429	-54,883	-6,868	21,678	-505	-328

Corporate Services Department - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Financial Services							
Chief Officer	330	-42	309	-42	-21	Reduction in supplies and services	-21
Accountancy	1,697	-295	1,634	-352	-120	Vacant posts	-101
Housing Benefits Admin	1,445	-781	1,416	-849	-98	Vacant posts	-51
Benefits Fraud	52	0	39	0	-13	Reduction in supplies and services	-12
Audit Risk & Procurement							
Audit	602	-20	533	-19	-68	Part year vacant post	-55
Performance & Development							
Corporate Services Training	88	0	39	-2	-51	Reduction in staff training undertaken	-1
Other Services							
Audit Fees	364	-84	317	-84	-47	Reduction in grant audit fees	-47
Bank Charges	61	0	51	0	-10	Savings in bank tender in 2013/14	-11
Rent Allowances	47,077	-47,090	50,383	-50,411	-14	This relates to 3 benefit payment types where the overall expenditure is c£63m per annum. Minor fluctuations due to caseload changes, changes in scheme, etc., have significant cash implications but are difficult to predict.	-22
Miscellaneous Services	4,624	-110	4,560	-104	-58	Reduction in Subscriptions and reduction in pre LGR pension cost	-34
Other Variances					-6		27
Grand Total					-505		-328

Department for Communities
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 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		
Adult Services										
Older People	50,344	-17,689	3,124	35,778	51,202	-18,089	3,124	36,237	458	560
Physical Disabilities	5,989	-748	92	5,333	6,097	-1,076	92	5,114	-219	-239
Learning Disabilities	31,060	-8,425	1,349	23,984	30,974	-8,199	1,349	24,125	141	221
Mental Health	9,154	-3,379	130	5,904	9,443	-3,569	130	6,004	100	-15
Support	4,753	-1,638	830	3,944	5,323	-2,296	830	3,856	-88	-135
Public Protection & CF Housing										
Public Protection	3,125	-654	673	3,144	3,044	-592	673	3,124	-20	-9
Council Fund Housing	8,890	-8,297	541	1,134	9,477	-8,864	541	1,155	20	9
Leisure & Recreation										
Leisure & Recreation	13,839	-6,981	4,849	11,707	13,477	-6,559	4,849	11,767	60	100
GRAND TOTAL	127,154	-47,811	11,588	90,930	129,037	-49,243	11,588	91,382	452	492

Department for Communities - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Adult Services							
Older People							
Older People - Commissioning	2,855	-10	2,787	-20	-79	Staff vacancies	-61
Older People - LA Homes	6,932	-3,852	6,873	-3,846	-52	Supplies & Services	-34
Older People - Private/ Vol Homes	17,537	-8,954	18,693	-9,229	880	Net loss in placements insufficient to meet savings target	764
Older People - Extra Care	719	0	870	0	150	Lower than anticipated saving from contract renegotiations	151
Older People - LA Home Care	6,039	-419	5,870	-291	-41	Reduction in income at Cartref Cynnes	0
Older People - Direct Payments	614	0	708	0	94	Increase in packages	73
Older People - Grants	268	0	237	0	-31	Reduced grant payments	-31
Older People - Ssmms	1,171	-228	1,029	-275	-189	Staff vacancies, reduced spend on supplies & services and additional income	-180
Older People - Careline	1,060	-1,165	1,204	-1,378	-68	Additional staffing & other costs offset by additional income	-104
Older People - Enablement	2,405	-800	2,086	-800	-318	Staff vacancies	-191
Older People - Day Services	1,123	-76	1,207	-64	97	Slower than anticipated restructure	167
Physical Disabilities							
Phys Dis - Commissioning & OT Services	600	-79	509	-79	-91	Staff vacancies	-81
Phys Dis - Private/Vol Homes	561	-111	516	-111	-45	Reduction in packages	-46
Phys Dis - Group Homes/Supported Living	1,358	-116	1,327	-116	-31	Reduction in packages	-50
Phys Dis - Direct Payments	1,831	0	1,792	0	-39	Reduction in packages	-22
Learning Disabilities							
Learn Dis - Employment & Training	2,416	-903	2,294	-718	62	Reduction in grant for Workchoice programme.	140
Learn Dis - Commissioning	890	0	865	0	-25	Staff vacancies	8
Learn Dis - Private/Vol Homes	10,047	-3,157	10,126	-3,087	147	Increase in packages	84
Learn Dis - Direct Payments	1,275	0	1,411	0	136	Inflationary fee uplift	112
Learn Dis - Group Homes/Supported Living	6,180	-1,010	6,095	-1,010	-85	Decrease in packages	32
Learn Dis - Adult Respite Care	932	-812	818	-812	-115	Staff vacancies	-67
Learn Dis - Day Services	3,067	-267	3,187	-260	128	Increase in packages of care	-29
Learn Dis - Transition Service	502	0	434	0	-68	Staff vacancies	-52

Department for Communities - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Learn Dis - Community Support	2,150	-137	1,944	-137	-206	Reduction in packages	-136
Learn Dis - Grants	156	0	280	0	124	Efficiency slippage	90
Learn Dis - Adult Placement/Shared Lives	2,766	-2,139	2,851	-2,174	50	Increase in packages	43
Mental Health							
M Health - Commissioning	837	-69	763	-69	-74	Staff vacancies	-39
M Health - Private/Vol Homes	6,268	-2,874	6,551	-3,059	98	Inflationary fee uplift partly offset by reduced placements	9
M Health - Group Homes/Supported Living	590	-186	632	-186	42	Increase in placement costs	-38
M Health - Community Support	673	-98	743	-98	70	Increase in packages	83
M Health - Substance Misuse Team	338	-142	319	-147	-23	Staff vacancy	-25
Support							
Departmental Support	1,896	-71	1,868	-92	-49	Reduced spend on supplies & services	-83
Performance, Analysis & Systems	226	0	190	0	-36	Staff vacancy & maternity leave	-28
Team	1,123	0	1,097	0	-26	Staff vacancy	-47
Other Variances - Adult Services							
Public Protection							
PP Management support	68	-7	66	-14	-9	General underspends in supplies and services to cover the overspend in Housing Options and Advice	-9
PP Business Support unit	141	0	131	-0	-10	General underspends in supplies and services to cover the overspend in Housing Options and Advice	-7
Air Pollution	95	-32	94	-19	13	Forecast underachievement of licence fee income	12
Dog Wardens	92	-11	105	-7	18	Income generated by recovery of stray dogs has decreased in light of the fact that many stray dogs have been returned directly to owner. There will be additional income generated through a pilot scheme	18
Animal Welfare	71	-54	70	-43	10	Forecast underachievement of licence fee income	-3
Animal Licence Movement Scheme	155	-0	140	-0	-15	Vacant post part of the year	-7
Civil Law	219	-4	205	0	-10	General underachievement of income in Civil Law	2
Other Variances - Public Protection							

Department for Communities - Budget Monitoring as at 31st December 2016

Main Variances

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Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Council Fund Housing							
Home Improvement (Non HRA)	554	-285	516	-230	16	Net underachievement of licence fee income due to the delay in the roll out of National Licensing	2
Homelessness	167	-63	97	-64	-71	Underspend mainly in Homelessness prevention payments covering underachievement of income in Temporary Accommodation	-35
Temporary Accommodation	279	-185	279	-127	60	Underachievement of Housing Benefit income due to income support issues with 16-17 years olds and higher vacancy rates over the December period in particular.	25
Social Lettings Agency	752	-782	673	-687	17	General downsizing of the number of properties being managed through the Council Fund, resulting in less income.	6
Other Variances - Council Fund Housing					-0		12
Leisure & Recreation							
Burry Port Harbour	130	-181	162	-138	75	Projected shortfall in income from Mooring Fees £48k and staff costs £27k.	62
Pembrey Ski Slope	282	-226	272	-243	-28	Increased income forecast in Ski instruction and admission charges	-9
Carmarthen Leisure Centre	1,207	-1,131	1,186	-1,050	59	Loss of Gym income during building refurbishment at location	64
Sport & Leisure East	209	-64	179	-65	-31	Part year vacancy	-16
Sport & Leisure General	643	-50	639	-89	-43	One off income projected during 16-17	-39
Llanelli Leisure Centre	1,117	-959	1,069	-865	46	Loss of Gym income during building refurbishment at location	-1
Pembrey Country Park	528	-581	540	-561	32	Projected income shortfall	89
Community Libraries	215	-7	187	-10	-31	Minor underspends in Staff and Premises costs across a number of the Community Libraries	-30
Mobile Library	120	0	170	0	50	Delay in delivery of new mobile library vehicles resulting in only part year effect of efficiencies being met	48
Museums General	180	0	141	0	-38	Part year vacancies	-47
Leisure Management	278	0	271	-8	-15	Numerous minor underspends	-13
Other Variance - Leisure & Recreation					-18		-9
Grand Total					452		492

Environment Department
Budget Monitoring as at 31st December 2016

Division	Working Budget				Forecasted				Dec 16 Forecasted Variance for Year £'000	Oct 16 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		
Business Support & Performance	847	0	-737	110	1,033	-57	-737	239	129	128
Waste & Environmental Services	23,819	-8,300	1,892	17,411	22,955	-7,347	1,892	17,501	90	124
Highways & Transportation	49,283	-31,244	8,588	26,627	48,894	-30,870	8,588	26,612	-15	80
Property	40,362	-37,518	-1,578	1,266	38,748	-35,739	-1,578	1,431	165	162
Planning	4,146	-2,558	563	2,150	3,970	-2,382	563	2,150	-0	46
GRAND TOTAL	118,457	-79,621	8,728	47,563	115,600	-76,395	8,728	47,933	369	540

Environment Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Business Support & Performance							
Departmental - Policy	595	0	756	-47	114	Severance efficiencies not fully delivered; short-term additional pay costs to support the implementation of the Business Support review.	114
Waste & Environmental Services							
Streetscene Core	754	-38	674	-2	-44	£44k underspend due to HOS post being vacant for 4 mths plus 2 vacant admin posts.	0
Environmental Enforcement	572	-24	585	-21	15	Increase in abandoned vehicles costs due to reduced scrap values.	8
Ammanford Cemetery	26	-7	18	-9	-10	Annual re-instatement work is variable	-2
Public Conveniences	509	-23	544	-25	34	Full extent of savings not yet realised - currently in year 3 of a 3 year asset transfer programme with negotiations and terms currently being concluded on the balance of the proposed transfers.	10
Cleansing Service	1,864	-52	1,941	-52	77	Previously identified efficiencies (labour and plant) have not been met due to the sustained demands on the cleansing service.	81
Green Waste Collection	0	0	73	0	73	Purchase of Wheelie bins prior to start of service 3.4.17	70
Closed Landfill Sites Nantycaws	139	0	103	0	-36	Reduced licence fee premiums from NRW and reduced operational activity that reflects the reduction in environmental risks associated with leachate control and treatment as a result of the sustained success of the new leachate treatment plant.	-9
Closed Landfill Sites Wernddu	84	0	65	0	-20	Not much work conducted on site this year	-5
Highways & Transportation							
Car Parks	1,631	-3,156	1,562	-3,020	66	More prudent estimate of car parks income, increased projection for gritting of car parks based on the last 2 months actual costs	-42
Nant y Ci Park & Ride	1	0	75	-30	44	Members decision to withdraw the service/funding in 15/16 - the modified service is currently being trialled with the Local Health Board to generate additional revenue to cover the shortfall.	44

Environment Department - Budget Monitoring as at 31st December 2016

Main Variances

Division	Working Budget		Forecasted		Dec 16 Forecasted Variance for Year £'000	Notes	Oct 16 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Street Works and Highway Adoptions	390	-334	408	-328	25	Severance in 15/16 not delivered (13k) cost of hosted streetworks system (5k) reduction in income due to depressed housing market (7k)	20
Highway Maintenance	14,370	-7,206	13,837	-6,726	-52	Reduction in vehicle costs due to fleet rationalisation (35 vehicles to 21 vehicles) plus additional income generated from internal and external projects.	-0
Public Rights Of Way	234	-11	155	-15	-83	Underspend due to vacant posts 'Countryside Access Manager' Recruitment process now underway	-34
Property							
Building Maintenance Operational	25,034	-27,470	23,628	-25,834	231	On-going review of Building Maintenance and a reduction in HRA work to be undertaken as instructed by Housing, reducing the income projection to the end of the year.	184
Operational Depots	341	-62	315	-21	16	Historic bills recently received, clarification on-going with British Gas.	17
Industrial Premises	313	-1,260	277	-1,253	-30	Forecast based on current occupancy levels which are very high and could reduce during the year.	-29
County Farms	68	-308	41	-311	-30	Entitlements reduced and rent increases implemented.	-25
Livestock Markets	37	-174	65	-227	-25	Increase in the variable turnover rent from livestock markets.	-2
Planning							
Building Control - Other	205	0	176	0	-29	Underspend as a result of staff vacancies.	-21
Minerals	253	-107	287	-194	-53	Underspend mainly due to charging out of staff to projects as a 'direct cost' and also over-achievement of other mineral related application fee income targets.	-48
Policy-Development Planning	456	-21	369	-33	-100	Underspend mainly as a result of vacant posts.	-95
Development Management	1,473	-1,252	1,311	-893	196	Overspend due to projected non-achievement of planning fee income target.	210
Waste planning monitoring report (E)	25	-25	15	-26	-11	2015/16 Underspend - WG/ Planning has agreed that specific outcomes have been achieved and that there will be no clawback of grant	0
Other Variances							
					0		95
Grand Total					369		540

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Policy & Resources Scrutiny Report

Budget Monitoring as at 31st December 2016 - Detail Monitoring

Division	Working Budget				Forecasted				Dec-16 Forecasted Variance for Year £'000	Notes	Oct-16 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			
Chief Executive											
Chief Executive-Chief Officer	336	0	-329	6	336	0	-329	6	-0		-4
Corporate Savings Target	-809	0	0	-809	-262	0	0	-262	547	Part year savings have already been identified in relation to the application of Standby, and work is ongoing with the TIC teams in relation to delivering the full efficiencies identified.	547
Chief Executive Total	-473	0	-329	-802	74	0	-329	-256	547		542
People Management & Performance											
SCWDP	658	-417	0	241	658	-417	0	241	0		-0
Practise Placements	64	-67	0	-3	89	-96	0	-7	-3		-2
Business Support	199	-1	-199	-0	168	-1	-199	-32	-32	Savings on Supplies & Services	-31
Personnel Management	903	-199	-696	7	884	-204	-696	-16	-23	Vacant Posts - realignment in progress	-28
Consultancy & Development	109	-13	-94	2	115	-13	-94	8	6		5
Job Evaluation	95	-4	-92	-1	97	-4	-92	2	3		2
Fitness For Work	607	-343	-257	7	644	-404	-257	-16	-23	Vacant posts and savings on supplies and services	-49
Corporate Learning & Development	541	-13	-527	1	645	-110	-527	8	7		7
Admin HR	389	0	-386	2	428	-40	-386	2	-0		0
DBS Checks	114	0	0	114	114	0	0	114	0		0
Childcare Voucher Scheme	0	0	0	0	212	-212	0	0	0		-0
Assessment centre training	0	0	0	0	0	0	0	0	0		0
People Management & Performance Total	3,677	-1,058	-2,251	368	4,055	-1,501	-2,251	303	-66		-96
Admin and Law											
Corp. Mgmt (Chief Exec)	20	0	578	598	16	0	578	594	-4		-0
Executive Board Support	6	0	0	6	6	0	0	6	0		0
Democratic	1,660	0	2,654	4,314	1,631	-0	2,654	4,285	-29	Vacant member positions during year	-25
Civic Ceremonial	22	0	68	89	21	-0	68	89	-1		-1
Land Charges Administration	80	-275	84	-111	80	-275	84	-112	-1		0
Police and Crime Commissioner	0	0	0	0	16	-16	0	-0	-0		0
Corporate Serv-Democratic	486	0	-474	12	421	0	-474	-52	-65	Part year vacant posts	-55
Corporate Serv-Administration	188	-0	-189	-1	164	-0	-189	-25	-24	Maternity leave and reduced spend on supplies and services	-18
Corporate Serv-Legal	1,422	-267	-1,132	23	1,373	-249	-1,132	-8	-31	Part year vacant posts	-1
Local Duplicating Centre	16	-53	20	-18	3	-9	20	13	31	Income generation potential curtailed following introduction of printer rationalisation programme and directive to reduce printing in general	31
Corporate Serv-Land Charges	65	0	-65	-1	63	0	-65	-2	-2		-0
Central Mailing	40	0	22	62	40	0	22	62	-0		0
Admin and Law Total	4,005	-596	1,565	4,974	3,834	-550	1,565	4,849	-125		-68

Policy & Resources Scrutiny Report

Budget Monitoring as at 31st December 2016 - Detail Monitoring

Page 84 Division	Working Budget				Forecasted				Dec-16 Forecasted Variance for Year £'000	Notes	Oct-16 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 & Policy											
Customer Focus and Policy											
TIC Team	155	-45	0	110	155	-45	0	110	0		2
Registrars	379	-238	131	272	446	-292	131	285	13	Additional staffing costs	-0
Welsh Language	169	0	-169	-0	159	0	-169	-10	-10	Reduced spend on supplies and services	3
Communications	16	0	-16	0	4	0	-16	-12	-12	Reduced spend on supplies and services	-14
Press	93	-7	-87	0	209	-70	-87	52	52	Efficiency yet to be realised. On going service realignment	33
Direct Communications	530	-268	-263	-1	435	-162	-263	11	12	Lack of income generation on graphics as graphic designer post is currently vacant. Post not being filled as service currently being realigned/restructured	24
Corporate Serv-Translation	493	-15	-272	206	362	-15	-272	75	-131	Vacant posts	-171
Customer Services	57	-6	-46	6	45	-6	-46	-7	-13	Part year vacant post	3
Carbon Reduction Programme	0	0	0	0	-33	0	0	-33	-33	Reduction in Authority's CO2 liability	0
Domestic Abuse Services Grant	0	0	0	0	113	-113	0	0	0		0
Performance Management	558	-19	-413	127	526	-23	-413	90	-37	Vacant post	-45
Chief Executive-Policy	516	-63	-456	-3	582	-4	-456	122	125	Income target not achievable and unfunded post	103
CCTV	33	0	19	52	33	0	19	52	0		-0
Local Service Board Activity	9	0	10	19	6	-1	10	15	-4		-1
Equalities	6	0	33	38	3	0	33	35	-3		0
Community Safety-Revenue	29	0	74	103	26	0	74	100	-3		0
Community Cohesion Fund	45	-45	0	0	45	-45	0	0	0		-0
Customer Services Centres	528	-222	-319	-14	519	-222	-319	-22	-8		-19
Contact Centre	562	-59	-494	9	543	-59	-494	-10	-19	Part year vacancies	-45
Customer Focus Wales	0	0	0	0	3	-3	0	-0	-0		0
Customer Focus and Policy Total	4,177	-987	-2,266	924	4,181	-1,061	-2,266	854	-70		-126
Statutory Services											
Elections-County Council	70	0	140	210	70	0	140	210	-0		0
Elections-Community Council	0	0	0	0	0	0	0	0	0		0
Elections-Parliamentary	0	0	0	0	0	-0	0	0	0		-0
Registration Of Electors	152	-2	255	404	168	-3	255	420	16	Additional cost of individual electoral registration	41
Coroners	279	0	18	297	302	0	18	320	23	Additional storage costs and anticipated increase in Coroners salary	49
Electoral Services - Staff	262	0	-261	1	258	0	-261	-2	-3		-23
Individual Electoral Registration	0	0	0	0	0	0	0	0	0		0
Statutory Services Total	763	-2	152	913	799	-3	152	948	35		67

Policy & Resources Scrutiny Report

Budget Monitoring as at 31st December 2016 - Detail Monitoring

Division	Working Budget				Forecasted				Dec-16 Forecasted Variance for Year £'000	Notes	Oct-16 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			
Property											
Property	503	-122	-535	-154	462	-142	-535	-214	-60	Part year vacant post	-6
Industrial Premises - JV's	40	-125	0	-85	90	-179	0	-89	-4		-17
Commercial Property - Chief Executive	38	-324	876	591	39	-358	876	557	-34	Additional rental income from a property recently acquired	-34
Provision Markets	522	-597	450	375	519	-592	450	377	2		28
Property Total	1,103	-1,168	791	727	1,110	-1,271	791	631	-96		-28
Regeneration											
WWEC Matchfunding for Future Schemes	1	0	24	25	1	0	24	25	0		0
RDP LEADER Running Costs (E)	62	-62	0	-0	51	-51	0	0	0		0
RDP LEADER Animation Costs (E)	109	-109	0	0	113	-113	0	0	0		-0
RDP LEADER Implementation Costs (E)	188	-188	0	0	66	-66	0	0	0		0
RDP LEADER Cooperation (E)	115	-115	0	0	0	0	0	0	0		0
Regional Engagement Team - ERDF (E)	133	-133	0	0	59	-59	0	-0	-0		0
West Wales European Centre	421	-307	97	211	248	-129	97	216	5		6
Regional Engagement Team - ESF (E)	96	-96	0	0	40	-40	0	-0	-0		-0
Marketing Tourism Development	392	-21	59	430	389	-30	59	418	-12	Underspend mainly due to backdated lease income reflected from company occupying space in former Llandeilo Tourist Information Centre.	-7
Visitor Information	75	-9	15	80	79	-5	15	89	9		7
Llanelli Community	41	0	25	66	40	0	25	64	-1		0
Communities First - CCC Cluster (E)	580	-580	0	0	603	-603	0	0	0		0
Communities First Match - Pupil Deprivation Grant (E)	0	0	0	0	0	0	0	0	0		0
Communities First Lift (E)	93	-93	0	0	93	-93	0	0	0		0
Communities for Work - Priority 1 (E)	102	-102	0	0	92	-92	0	-0	-0		0
Communities for Work - Priority 3 (E)	54	-54	0	0	49	-49	0	0	0		0
Parry Thomas Centre	0	0	0	0	4	0	0	4	4		0
Amman Gwendraeth Community	97	0	12	109	123	-25	12	110	1		-0
3 T's Community Dev Core Budget	291	0	31	322	291	0	31	322	-0		-0
Betws wind farm community fund	111	-111	2	2	110	-110	2	2	0		0
Community Grants	148	0	5	153	148	0	5	153	0		0
Rural Carmarthenshire	25	0	5	30	33	-13	5	25	-4		-0
Physical Regeneration	451	0	3,149	3,600	430	0	3,149	3,578	-22	Underspend mainly due to staff vacancies	-23
Amman Gwendraeth Regeneration	24	0	3	27	24	0	3	27	0		-0
Llanelli Regeneration	21	0	3	23	26	-5	3	23	0		0
Llanelli Coast Joint Venture	135	-135	5	5	202	-202	5	5	-0		-0

Policy & Resources Scrutiny Report

Budget Monitoring as at 31st December 2016 - Detail Monitoring

Page 86	Division	Working Budget				Forecasted				Dec-16 Forecasted Variance for Year £'000	Notes	Oct-16 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			
	Opportunity Street (E)	0	0	0	0	42	-42	0	0	0		-0
	The Beacon	126	-126	8	8	190	-165	8	33	25	Overspend mainly due to R&M costs associated with repairing the roof and also purchase of new video conferencing system	3
	Carmarthen town centre partnership (E)	10	-10	0	0	5	-9	0	-4	-4		0
	Ammanford town centre partnership (E)	13	-13	0	0	17	-24	0	-7	-7		-0
	RLP - UK Futures (E)	0	0	0	0	49	-49	0	0	0		-0
	RLP Transition	0	0	0	0	155	-155	0	-0	-0		-0
	Workways Plus	617	-617	0	0	327	-327	0	-0	-0		-0
	Exploitation of Digital Technology in Carmarthenshire (E)	43	-43	0	0	42	-42	0	-0	-0		-0
	SW Wales Regional RTEF Promotion 16-17	100	-100	0	0	100	-100	0	0	0		0
	Destination Sirgar 3	44	-44	0	0	44	-44	0	-0	-0		0
	Regen Core & Policy Performance	0	0	0	0	12	0	0	12	12	Increased staffing costs	10
	Regeneration Business Support Unit	384	-107	317	593	378	-87	317	608	14	Efficiency saving identified for 14/15 in relation to premises costs at Nant Y Ci, with the intention of selling the property. However, property hasn't been sold so ongoing overspend shown as a result.	24
	Match Funding Earmarked for Future Schemes	7	0	300	307	7	0	300	307	0		0
	Regeneration Management	0	0	0	0	0	0	0	0	0		2
	UN Sir Gar	167	-128	0	39	198	-103	0	95	56	Overspend mainly due to projected non-achievement of income target	54
	Business Services	308	0	54	362	270	0	54	324	-37	Planned reduction in expenditure to partly offset overspend within Un Sir Gar above	-19
	Event Organisers Network	0	0	0	0	11	-11	0	-0	-0		0
	Events	47	-29	3	21	53	-31	3	25	3		0
	Regeneration Total	5,632	-3,333	4,115	6,414	5,215	-2,874	4,115	6,456	42		57
	Financial Services											
	Chief Officer	330	-42	-288	0	309	-42	-288	-21	-21	Reduction in supplies and services	-21
	Accountancy	1,697	-295	-1,486	-84	1,634	-352	-1,486	-204	-120	Vacant posts	-101
	Treasury and Pension Investment Section	218	-110	-107	1	216	-110	-107	-1	-2		-2
	Local Taxation	849	-713	670	806	820	-684	670	806	-0		-7
	Housing Benefits Admin	1,445	-781	-569	96	1,416	-849	-569	-2	-98	Vacant posts	-51
	Housing Advances Admin	0	0	3	3	2	0	3	5	1		0
	Revenues	809	-140	-669	0	800	-140	-669	-8	-8		-16

Policy & Resources Scrutiny Report

Budget Monitoring as at 31st December 2016 - Detail Monitoring

Division	Working Budget				Forecasted				Dec-16 Forecasted Variance for Year £'000	Notes	Oct-16 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			
Benefits Fraud	52	0	-52	0	39	0	-52	-12	-13	Reduction in supplies and services	-12
Grants and Technical	275	-94	-70	111	235	-53	-70	112	1		-14
Payroll	547	-320	-227	1	547	-320	-227	1	0		-0
Payments	485	-81	-393	10	485	-81	-393	10	-0		-7
Pensions	867	-814	-49	4	869	-814	-49	6	1		0
Financial Services Total	7,575	-3,390	-3,236	949	7,372	-3,445	-3,236	691	-258		-230
Audit Risk & Procurement											
Procurement	339	-5	-335	-2	339	-5	-335	-2	0		-0
Audit	602	-20	-536	46	533	-19	-536	-22	-68	Part year vacant post	-55
Risk Management	132	-2	-130	-0	124	0	-130	-6	-6		1
Audit Risk & Procurement Total	1,073	-28	-1,001	44	995	-24	-1,001	-30	-74		-54
ICT											
Information Technology	3,421	-446	-2,986	-10	3,463	-481	-2,986	-4	6		70
Central Telephone Network	1,073	-362	-709	3	1,044	-332	-709	3	-0		-0
ICT Total	4,495	-807	-3,695	-7	4,507	-813	-3,695	-1	6		70
Performance & Development											
Business Support Unit	96	0	-143	-47	96	0	-143	-47	0		1
Corporate Services Training	88	0	-101	-13	39	-2	-101	-64	-51	Reduction in staff training undertaken	-1
Performance & Development Total	184	0	-244	-60	135	-2	-244	-111	-51		0
Other Services											
Audit Fees	364	-84	4	284	317	-84	4	237	-47	Reduction in grant audit fees	-47
Bank Charges	61	0	1	63	51	0	1	53	-10	Savings in bank tender in 2013/14	-11
Council Tax Benefits	15,108	0	61	15,168	15,108	0	61	15,168	0		0
Rent Allowances	47,077	-47,090	1,302	1,288	50,383	-50,411	1,302	1,274	-14	This relates to 3 benefit payment types where the overall expenditure is c£63m per annum. Minor fluctuations due to caseload changes, changes in scheme, etc., have significant cash implications but are difficult to predict.	-22
Miscellaneous Services	4,624	-110	-61	4,454	4,560	-104	-61	4,396	-58	Reduction in Subscriptions and reduction in pre LGR pension cost	-34
Other Services Total	67,234	-47,284	1,307	21,257	70,420	-50,599	1,307	21,128	-129		-114
TOTAL FOR POLICY & RESOURCES	99,444	-58,652	-5,092	35,700	102,696	-62,143	-5,092	35,461	-238		20

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Capital Programme 2016/17

Capital Budget Monitoring - Report for December 2016

	Working Budget			Forecasted			Variance for Year £'000
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
DEPARTMENT							
COMMUNITIES							
- Private Housing	3,229	-410	2,819	3,475	-1,035	2,440	-379
- Social Care	2,565	0	2,565	575	0	575	-1,990
- Leisure	3,873	-1,050	2,823	567	-60	507	-2,316
ENVIRONMENT	26,011	-3,515	22,496	21,628	-2,173	19,455	-3,041
EDUCATION & CHILDREN	25,207	-9,982	15,225	18,658	-9,983	8,675	-6,550
CORPORATE SERVICES	1,882	-72	1,810	1,121	-72	1,049	-761
CHIEF EXECUTIVE							
- Regeneration	15,454	-5,980	9,474	7,425	-2,877	4,548	-4,926
TOTAL	78,221	-21,009	57,212	53,449	-16,200	37,249	-19,963

Capital Programme 2016/17

Capital Budget Monitoring - Report for December 2016 - Main Variances

Page 90	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
DEPARTMENT/SCHEMES								
COMMUNITIES								
- Private Housing	3,229	-410	2,819	3,475	-1,035	2,440	-379	
Emergency Repairs Assistance	624	0	624	286	0	286	-338	Delays with agreeing proposals with legal, debtors and external partners. There are a number of applications within system that would fully commit the remaining budget. It is anticipated that the slippage will be fully spent within 17/18.
County Wide Steelwork Repair	51	0	51	1	0	1	-50	Low take up of loan offer by private householders to date.
Other Projects with Minor Variances	2,554	-410	2,144	3,188	-1,035	2,153	9	
			0			0		
- Social Care	2,565	0	2,565	575	0	575	-1,990	
Learning Disabilities Accomodation Developments	228	0	228	0	0	0	-228	Options are being considered for the location of future learning disability provision as part of a TIC review of the service.
Carmarthen Area Extra Care	577	0	577	344	0	344	-233	Contingencies included in contract not fully utilised - final sum yet to be agreed - Savings identified.
Ammanford / Llandybie Extra Care	260	0	260	161	0	161	-99	Contingencies included in contract not fully utilised - final sum yet to be agreed - Savings identified.
Extra Care - Llanelli Area	1,500	0	1,500	70	0	70	-1,430	Options/Appraisals being considered for potential scheme
			0			0		
- Leisure	3,873	-1,050	2,823	567	-60	507	-2,316	
Countryside Recreation & Access	676	-300	376	101	-52	49	-327	Monies being retained for potential grant match funding.
Carmarthen Museum - Abergwili	750	0	750	22	0	22	-728	£250k planned match funding for 2017/18 for Tywi Gateway. Remainder planned match funding for HLF bid, scheme has reprofiled.
Carmarthenshire Archives Relocation	250	0	250	50	0	50	-200	Design development 2016/17 with construction timetable to follow. Likely slippage to 2017/18.
Carmarthen Park Velodrome	286	0	286	70	0	70	-216	Currently surface testing. Tenders Dec'16, works scheduled for Summer 2017. Fees and consultancy works only this year.
Burry Port Harbour Dredging	400	0	400	90	0	90	-310	Report has been presented to community scrutiny - Jan 2017 on potential dredging solutions. Works to be completed in 2017/18.
Closed Circuit Track	500	0	500	22	0	22	-478	Some initial fees for testing and consultancy works will be incurred this financial year. Final site selection for the facility will require political endorsement with anticipated completion in 2017/18.
Pembrey Country Park - Strategic Infrastructure Development	1,000	-750	250	193	0	193	-57	Works to the play area in 16/17. Remaining spend on new toilet and shower block is likely to be carried out in 17/18.
Other Projects with Minor Variances	11	0	11	19	-8	11	0	

Capital Programme 2016/17								
Capital Budget Monitoring - Report for December 2016 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
			0			0		
ENVIRONMENT	26,011	-3,515	22,496	21,628	-2,173	19,455	-3,041	
Murray Street Car Park, Llanelli - Exp	149	0	149	75	0	75	-74	Expenditure profile being planned in accordance with whole of life care plan. Funding required for future year maintenance.
Bridge Strengthening & Replacement	200	0	200	78	0	78	-122	Scheme delays owing to land issues - funding will be slipped to 2017/18.
Towy Valley Cycleway - Abergwili to Nantgaredig	700	-632	68	483	-483	0	-68	Scheme delays owing to land issues - Internal funding to be slipped to 2017/18 in order to fully utilise the LTF grant in 2016/17.
Cross Hands Economic Link Road Phase 2	946	-716	230	240	-240	0	-230	Scheme delays owing to land issues -funding to be slipped to 2017/18. Expenditure on LTF grant to be maximised.
Solar Panels Project	1,500	0	1,500	903	0	903	-597	Owing to local Grid capacity constraints and structural issues. A further phase of the project is to be explored to potentially incorporate solar panels with battery storage. Funding to be slipped to 2017/18.
Pantyglyn Retaining Wall, Llanybydder (Principal Road A485)	400	0	400	13	0	13	-387	Delay in progressing scheme because of the need to undertake advanced clearing works prior to detailed surveys. This will be slipped to 2017/18.
Rural Estates Capital Schemes	300	0	300	30	0	30	-270	Delay in design & procurement of works - buildings will be occupied by animals over winter months, therefore expenditure will slip to 2017/18.
Capital maintenance	3,647	0	3,647	3,505	0	3,505	-142	Delay in design & procurement of works as time pressures on workforce. This will be slipped to 2017/18.
Glanamman Industrial Estate Redevelopment	1,000	0	1,000	55	0	55	-945	Delay at procurement and design stage - works to be completed 17/18.
East Gate Development	414	0	414	260	0	260	-154	Additional external funding secured.
Other Projects with Minor Variances	16,755	-2,167	14,588	15,986	-1,450	14,536	-52	

Capital Programme 2016/17								
Capital Budget Monitoring - Report for December 2016 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
			0			0		
EDUCATION & CHILDREN	25,207	-9,982	15,225	18,658	-9,983	8,675	-6,550	This positive variance will be applied to future projects within the MEP programme.
Education DDA Act Works	131	0	131	240	0	240	109	Number of DDA requests higher than anticipated (Statutory function).
Ffwrnes - New Two Form Entry School	943	0	943	190	0	190	-753	Savings on project - final costs less than originally budgetted for.
Dinefwr Project - Dyffryn Aman	323	0	323	165	0	165	-158	To be slipped to pay for retentions due in 2017-18.
Dinefwr Project - Ysgol Bro Dinefwr	1,256	0	1,256	965	0	965	-291	To be slipped to pay for retentions due in 2017-18.
Ysgol Pen Rhos CP School - New Two Form Entry (Formerly Seaside)	3,333	0	3,333	2,750	0	2,750	-583	Welsh Government delay with approval of Business Case. Slip to 2017/18.
Llangadog - Major Redevelopment	2,041	0	2,041	249	0	249	-1,792	Delay owing to change in brief for the Cwm Tywi Area. Slip to 2017/18.
Ysgol Trimsaran - New School Building	3,924	0	3,924	3,000	0	3,000	-924	Works on site delayed due to tender process with contractor. Slip to 2017/18.
Ysgol Y Strade - Phase 1	202	0	202	372	0	372	170	Additional roof works
Llandeilo Primary	107	0	107	50	0	50	-57	Scheme delayed in programme - slippage, no impact on overall scheme cost
Ammanford Primary	99	0	99	20	0	20	-79	Scheme delayed in programme - slippage, no impact on overall scheme cost
Parc Y Tywyn Band A	3,526	0	3,526	1,100	0	1,100	-2,426	Due to original projection of spend being optimistic - re-profile required
Llanelli Vocational Village	484	0	484	1,239	0	1,239	755	Additional works funded by school
Laugharne - Transfer Double Mobile Classroom	237	0	237	40	0	40	-197	Mobile classroom no longer required - Design works ongoing for main scheme.
Rhydygors - Refurbishment/Re-configuration	200	0	200	10	0	10	-190	Design costs in year lower than anticipated - no impact on overall scheme cost
Pontyberem CP - Refurbishment/Re-configuration	400	0	400	100	0	100	-300	Design costs in year lower than anticipated - no impact on overall scheme cost
Rhys Prichard Relocation	0	0	0	100	0	100	100	New scheme introduced into MEP Programme
Ysgol Coedcae - Phase 1	4,225	0	4,225	3,150	0	3,150	-1,075	Works progressing on site, lower spend in year than anticipated, re-profile required, no impact on overall scheme cost.
St John Lloyd	405	0	405	1,300	0	1,300	895	Business Case completed and approved ahead of schedule, works have progressing well to date
Ysgol Dewi Sant	223	0	223	300	0	300	77	Initial site selection and design works being carried out ahead of schedule
Other Projects with Minor Variances	3,148	-9,982	-6,834	3,318	-9,983	-6,665	169	
			0			0		
CORPORATE SERVICES	1,882	-72	1,810	1,121	-72	1,049	-761	
IT Strategy Developments	1,805	0	1,805	1,044	0	1,044	-761	Various projects on hold pending review of collaboration opportunities
Other Projects with Minor Variances	77	-72	5	77	-72	5	0	

Capital Programme 2016/17								
Capital Budget Monitoring - Report for December 2016 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
			0			0		
CHIEF EXECUTIVE			0			0		
- Regeneration	15,454	-5,980	9,474	7,425	-2,877	4,548	-4,926	
Rural Enterprise Fund	2,000	-1,000	1,000	500	-250	250	-750	Funds committed at stage 1, some projects will commence construction in 2016/17 majority in 17/18
Transformation Commercial Property Development Fund	3,330	-1,830	1,500	0	0	0	-1,500	Fully committed at stage 1 but project delivery will be in 2017-18
Health & Safety Remediation Works	100	0	100	24	0	24	-76	Works identified during assessments in 2016/17 will be delivered in 2017/18. The budget is required to meet associated costs.
Opportunity Street (Llanelli)	445	0	445	935	-740	195	-250	Building works will continue beyond March and into 2017/18. Funds are required to meet associated costs. All WG funding will be drawn down by the end of March with the full grant allocation being secured as per target.
Building for the Future - Llanelli Area	925	0	925	868	0	868	-57	Budget is aligned with VVP project and new pipeline funding for building acquisitions. We continue to await WG confirmation of process for the buildings for the future scheme.
Pembrey Peninsula Study	100	0	100	25	0	25	-75	Part of study will be completed this financial year. Further works will continue into 2017/18 with the budget required to meet associated costs.
Llanelli Regeneration Plan	100	0	100	50	0	50	-50	Works will have commenced 2016/17 and will continue beyond March into 2017/18. Funds required to meet associated costs
Laugharne Carpark	220	0	220	26	0	26	-194	Further tests required following results of ground conditions report. Construction delivery now expected in 17/18
Pendine Iconic International Visitors Destination	1,300	0	1,300	724	-30	694	-606	Profile to be adjusted as increased drawdown of Welsh Government Funding expected in 16/17. Land acquisition costs also expected in 17/18 and not 16/17 as profiled. Funding required to ensure project delivery over the next three financial years.
Ammanford Town Centre Regeneration	446	0	446	97	0	97	-349	Budget to support the Ammanford Regeneration Development Grant. Applications received and due to be committed in 2016/17. However project delivery will be in 2017/18 and funding paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet these commitments.
Cross Hands East Enabling Fund	850	0	850	0	0	0	-850	Subject to final scheme approval and linked to anticipated WG funding package (Property Development Fund). Applications have been sought and decision on Stage 1 grant allocations will be made March/April. Project delivery will be in 2017/18 and funds will be paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet this commitment
Margaret St - Retaining Wall & Road Widening	230	0	230	60	0	60	-170	The construction of the new retaining wall is currently being undertaken and scheduled to complete end of March 2017 however the road widening element will be undertaken in 17/18 to tie in with the proposed private sector led redevelopment of the site.
Other Projects with Minor Variances	5,408	-3,150	2,258	4,116	-1,857	2,259	1	
TOTAL	78,221	-21,009	57,212	53,449	-16,200	37,249	-19,963	

Regeneration							
Capital Budget Monitoring - Scrutiny Report for December 2016							
Page 94 Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Corporate Services							
IT Strategy Developments	Ongoing	1,805	0	1,805	1,044	0	1,044
Cross Hands West (LR00200)	Completed	77	-72	5	77	-72	5
Regeneration							
Llanelli JV General	Ongoing	0	0	0	1,540	-1,540	0
Community Development	Mar-17	162	0	162	162	0	162
RDP2 (Rural Dev Plan Ph2) Axis3 - Physical Regeneration Projects	Completed	9	0	9	9	0	9
Mynydd Y Betws Wind Farm Community Benefit Fund	Ongoing	87	0	87	87	0	87
County Wide Regeneration fund 2015-16 Onwards		8,330	-5,830	2,500	500	-250	250
Transformation Strategy Project Fund	Ongoing	3,000	-3,000	0	0	0	0
Rural Enterprise Fund	Mar-18	2,000	-1,000	1,000	500	-250	250
Transformation Commercial Property Development Fund	Mar-18	3,330	-1,830	1,500	0	0	0
Health & Safety Remediation Works	Sep-17	100	0	100	24	0	24
Llanelli and Coastal Belt Area		1,650	-80	1,570	1,958	-820	1,138
Opportunity Street (Llanelli)	Ongoing	445	0	445	935	-740	195
Building for the Future - Llanelli Area	Ongoing	925	0	925	868	0	868
Pembrey Peninsula Study	Ongoing	100	0	100	25	0	25
Llanelli Regeneration Plan	Ongoing	100	0	100	50	0	50

Variance for Year £'000	Comment
-761	Various projects on hold pending review of collaboration opportunities
0	
0	
0	
0	
0	
0	
0	
-2,250	
0	
-750	Funds committed at stage 1, some projects will commence construction in 2016/17 majority in 17/18
-1,500	Fully committed at stage 1 but project delivery will be in 2017-18
-76	Works identified during assessments in 2016/17 will be delivered in 2017/18. The budget is required to meet associated costs.
-432	
-250	Building works will continue beyond March and into 2017/18. Funds are required to meet associated costs. All WG funding will be drawn down by the end of March with the full grant allocation being secured as per target.
-57	Budget is aligned with VVP project and new pipeline funding for building acquisitions. We continue to await WG confirmation of process for the buildings for the future scheme.
-75	Part of study will be completed this financial year. Further works will continue into 2017/18 with the budget required to meet associated costs.
-50	Works will have commenced 2016/17 and will continue beyond March into 2017/18. Funds required to meet associated costs

Regeneration								
Capital Budget Monitoring - Scrutiny Report for December 2016								
Scheme	Target Date for Completion	Working Budget			Forecasted			Variance for Year £'000
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000	
Burry Port Coastal Risk & Regeneration Project	Mar-17	80	-80	0	80	-80	0	0
Carmarthen and Rural Area		1,788	-70	1,718	1,185	-267	918	-800
Coastal Communities - Parry Thomas Centre, Pendine	Mar-17	40	0	40	182	-142	40	0
Carmarthen Town Regeneration - Jacksons Lane	Ongoing	96	0	96	96	0	96	0
Laugharne Carpark	Ongoing	220	0	220	26	0	26	-194
Pendine Iconic International Visitors Destination	Ongoing	1,300	0	1,300	724	-30	694	-606
Carmarthen Town Regeneration - King Street	Ongoing	62	0	62	62	0	62	0
Pendine Coastal Risk & Regeneration Project	Mar-17	70	-70	0	70	-70	0	0
Carmarthen Western Gateway & Wetlands	Ongoing	0	0	0	25	-25	0	0
Ammanford and Crosshands Growth Zone		2,054	0	2,054	686	0	686	-1,368
Ammanford Town Centre Regeneration	Ongoing	446	0	446	97	0	97	-349
Cross Hands East strategic Employment Site	Mar-18	528	0	528	528	0	528	0
WV / A'ford Town Centre - Former Police Station	Mar-17	0	0	0	1	0	1	1
Cross Hands East Enabling Fund	Mar-18	850	0	850	0	0	0	-850
Margaret St - Retaining Wall & Road Widening	Mar-18	230	0	230	60	0	60	-170
Acquisitions of Iconic County Buildings	Mar-17	1,274	0	1,274	1,274	0	1,274	0
NET BUDGET		17,336	-6,052	11,284	8,546	-2,949	5,597	-5,687

Comment
Further tests required following results of ground conditions report. Construction delivery now expected in 17/18
Profile to be adjusted as increased drawdown of Welsh Government Funding expected in 16/17. Land acquisition costs also expected in 17/18 and not 16/17 as profiled. Funding required to ensure project delivery over the next three financial years.
Budget to support the Ammanford Regeneration Development Grant. Applications received and due to be committed in 2016/17. However project delivery will be in 2017/18 and funding paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet these commitments.
Subject to final scheme approval and linked to anticipated WG funding package (Property Development Fund). Applications have been sought and decision on Stage 1 grant allocations will be made March/April. Project delivery will be in 2017/18 and funds will be paid out retrospectively. Funding therefore needs to be rolled forward into 2017/18 to meet this commitment
The construction of the new retaining wall is currently being undertaken and scheduled to complete end of March 2017 however the road widening element will be undertaken in 17/18 to tie in with the proposed private sector led redevelopment of the site.

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**POLICY & RESOURCES SCRUTINY COMMITTEE
22ND MARCH 2017**

**Policy & Resources Scrutiny Committee
Actions and Referrals Update**

To consider and comment on the following issues:

- To scrutinise the progress made in relation to actions, requests or referrals recorded during previous meetings of the Committee.

Reasons:

- To enable members to exercise their scrutiny role in relation to monitoring performance.

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

Executive Board Member Portfolio Holder: NOT APPLICABLE

<p>Directorate: Chief Executive's</p>	<p>Designations:</p>	<p>Tel Nos. / E-Mail Addresses:</p>
<p>Name of Head of Service: Linda Rees-Jones</p>	<p>Head of Administration & Law</p>	<p>01267 224010 lrjones@carmarthenshire.gov.uk</p>
<p>Report Author: Martin S. Davies</p>	<p>Democratic Services Officer</p>	<p>01267 224059 MSDavies@carmarthenshire.gov.uk</p>

EXECUTIVE SUMMARY

POLICY & RESOURCES SCRUTINY COMMITTEE 22ND MARCH 2017

Policy & Resources Scrutiny Committee Actions and Referrals Update

During the course of a municipal year, several requests for additional information are made by the Committee in order to assist it in discharging its scrutiny role. The attached report provides members of the Committee with an update on the progress made in relation to these requests.

DETAILED REPORT ATTACHED?	YES
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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: Linda Rees-Jones Head of Administration & Law

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

CONSULTATIONS

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

Signed: Linda Rees-Jones Head of Administration & Law

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

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

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
P&R Scrutiny Committee Reports and Minutes	Meetings held up to July 2015: http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/ Meetings from September 2015 onwards: http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?CommitteeId=170

Pwyllgor Craffu Polisi ac Adnoddau - Diweddaraf am Weithrediadau ac Atgyfeiriadau
Policy and Resources Scrutiny Committee - Actions and Referrals Update

Meeting Date	Minuted Action / Referral / Request	Progress Update	Officer	Target / Completion Date	Completed / On-going
30th November 2016	Corporate Asset Management Plan 2016-19 - RESOLVED that the Plan be endorsed.	At its meeting on the 22nd December 2016, the Executive Board unanimously resolved to approve the Plan.	Jonathan Fearn	22nd December 2016	Completed
11th January 2017	Revenue Budget Strategy Consultation 2017/18 to 2019/20 - Resolved to accept the report and endorse the Charging Digest.	At its meeting on the 22nd February 2017, County Council endorsed the budget.	Chris Moore / Owen Bowen	22nd February 2017	Completed
11th January 2017	Five Year Capital Programme 2017/18 to 2021/22 - Unanimously resolved that the draft Five Year Capital Programme be endorsed.	At its meeting on the 22nd February 2017, County Council endorsed the Capital Budget.	Chris Moore / Owen Bowen	22nd February 2017	Completed
8th February 2017	Treasury Management Policy & Strategy 2017-18 - Unanimously resolved that the Treasury Management Policy and Strategy for 2017/18 and associated appendices be endorsed.	At its meeting on the 22nd February 2017, County Council resolved that the Treasury Management Policy and Strategy for 2017-18 and the recommendations therein be approved, as well as approving the Treasury Management Indicators.	Chris Moore / Anthony Parnell	22nd February 2017	Completed

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**POLICY & RESOURCES SCRUTINY COMMITTEE
22ND MARCH 2017**

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

ITEM	RESPONSIBLE OFFICER(S)	EXPLANATION	REVISED SUBMISSION DATE
Council's Engagement Mechanisms (T&F Monitoring)	Linda Rees Jones	October 2016 was originally put in as a provisional date for this report. Work on the report is ongoing. During 2014/15 the Committee agreed the recommendations emanating from its Task and Finish Group review, which were subsequently endorsed by the Executive Board in January 2015 and referred to the Constitutional Review Working Group for further consideration. The Committee has a role in terms of monitoring the progress being made in implementing the recommendations.	28 th April 2017



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Wednesday, 8 February 2017

PRESENT: Councillor D.W.H. Richards (Chair);

Councillors:

S.M. Allen, G. Davies, T. Devichand, J.S. Edmunds, W.J.W. Evans, J.K. Howell,
A.W. Jones, A. Lenny, D. Price, R. Thomas and D.E. Williams

Also in attendance:

Councillor D. Jenkins, Executive Board Member, Resources [Deputy Leader];

The following Officers were in attendance:

C. Moore, Director of Corporate Services;
N. Daniel, Head of ICT;
H. Morgan, Economic Development Manager;
G. Davies, Treasury Management Officer;
R. Llewellyn, Performance, Governance and Policy Officer;
M.S. Davies, Democratic Services Officer.

Chamber, County Hall, Carmarthen - 10.00 am - 11.30 am.

1. APOLOGIES

An apology for absence was received from Councillor A.G. Morgan.

2. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

3. DECLARATION OF PROHIBITED PARTY WHIPS.

There were no declarations of prohibited party whips.

4. PUBLIC QUESTIONS

No public questions had been received.

5. FORTHCOMING ITEMS

UNANIMOUSLY RESOLVED that the list of forthcoming items to be considered at the next scheduled meeting to be held on the 22nd March 2017 be noted.

6. TREASURY MANAGEMENT POLICY & STRATEGY 2017/18

The Committee considered the proposed Treasury Management Policy and Strategy 2017/18 [which had also been considered by the Executive Board at its meeting held on the 6th February, 2017] and was reminded that, as part of the requirements of the revised CIPFA Code of Practice on Treasury Management, the Council was required to maintain a Treasury Management Policy detailing the policies and objectives of its treasury management activities, and to approve a Treasury Management Strategy annually prior to the commencement of the financial year to which it related. Additionally, under the provisions of the Local Government Act 2003, the Council was required to approve its Treasury Management Prudential Indicators for the coming year.

The Director of Corporate Services agreed, in response to a query, to circulate details of the priority scoring of the new projects that had been included in the latest proposed Capital Programme.

UNANIMOUSLY RESOLVED that the Treasury Management Policy and Strategy for 2017/18 and associated appendices be endorsed.

7. QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2016 TO 31ST DECEMBER 2016

The Committee considered the Quarterly Treasury Management and Prudential Indicator report for the period 1st April – 31st December 2016 [which had also been considered by the Executive Board at its meeting held on the 6th February, 2017] to ensure that the activities undertaken were consistent with the requirements of the Treasury Management Policy and Strategy for 2015-2016 adopted by Council on the 23rd February, 2016.

The Director of Corporate Services advised the Committee that over the 9 month monitoring period the Council's investments had out-performed the "7 day LIBID rate" by 0.22%, giving a gross interest of £0.232m, which was £110k more than would have been earned under the LIBID rate.

In response to a query the Director of Corporate Services agreed that he would review whether other local authorities used similar benchmarks for monitoring their Treasury Management function.

UNANIMOUSLY RESOLVED that the monitoring report be noted

8. CARMARTHENSHIRE WELL-BEING ASSESSMENT 2016/17

The Committee considered, in accordance with the statutory consultation process, the Carmarthenshire Well-Being Assessment 2016/17 [also reported to the Executive Board at its meeting held on the 6th February, 2017] which had been prepared and approved by the Carmarthenshire Public Services Board (PSB) under requirements of the Well-Being of Future Generations Act (Wales) 2015. The Assessment provided an overview of the nature and state of well-being in Carmarthenshire, explored positive and negative influences of well-being and highlighted potential trigger points or areas for concern. Whilst the Assessment was structured by life-stages it was emphasised that how well-being in Carmarthenshire was understood, assessed, measured and improved had to be a fluid process and it provided a foundation for building a clearer perspective of well-being now and in the future. With regards to the Assessment's findings on poverty reference was made to the work of the Authority's Tackling Poverty Advisory Panel and the difficulties it had experienced in assessing the levels of poverty in rural areas which was known to exist. In particular it was commented that there needed to be a focus on young children living in poverty in rural areas, and the parents of those children, as initiatives such as Flying Start tended to be less accessible. It was noted that Carl Sargeant A.M., Cabinet Secretary for Communities and Children, was due to issue a statement on the Welsh Government's Poverty Programmes. The view was expressed that the PSB should undertake specific research on issues affecting children generally taking into account lifestyle and diet.

In terms of the concerns highlighted in the Assessment over Climate Change officers agreed to include in the response to the consultation the need to recognise

Carmarthenshire's contribution to mitigating the effects by virtue of the number of alternative energy sites incorporating wind and solar technologies.

Mention was made of the challenges raised by the Assessment and the contributions elected members could make in helping to ascertain need in their local communities.

Officers agreed to seek clarification as to the exact reasons for the 18 years gap between the life expectancy of those from the least and most deprived communities and also to take on board a suggestion that the 5 steps listed under the heading 'What happens now...?' needed greater clarity.

It was suggested that there should also be a focus on the needs of young adults many of whom opted to move away from Carmarthenshire.

Officers agreed to provide details of the three Carmarthenshire secondary schools referred to in the 'Glossary of Terms' that were used in the assessment.

UNANIMOUSLY RESOLVED that the Carmarthenshire Well-Being Assessment 2016/17 be endorsed.

9. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT

The Committee received the Non- Submission report.

UNANIMOUSLY RESOLVED

9.1 that the report be noted;

9.2 that consideration of the Public Services Board Annual Report 2016 be deferred until after the forthcoming local elections.

10. MINUTES

UNANIMOUSLY RESOLVED that the minutes of the meeting held on 11th January 2017 be signed as a correct record.

CHAIR

DATE

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