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**MONDAY, 12 JUNE 2023**

**TO: ALL MEMBERS OF THE CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE**

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER - COUNTY HALL, CARMARTHEN. SA31 1JP AND REMOTELY AT 10.00 AM ON FRIDAY, 16TH JUNE, 2023** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA

*Wendy Walters*

**CHIEF EXECUTIVE**

<b>Democratic Officer:</b>	<b>Julie Owens</b>
<b>Telephone (direct line):</b>	<b>01267 224088</b>
<b>E-Mail:</b>	<b>juowens@carmarthenshire.gov.uk</b>
<b>This is a multi-location meeting. Committee members can attend in person at the venue detailed above or remotely via the Zoom link which is provided separately.</b>	
<b>The meeting can be viewed on the Authority's website via the following link:- <a href="https://carmarthenshire.public-i.tv/core/portal/home">https://carmarthenshire.public-i.tv/core/portal/home</a></b>	

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

# CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE

## **PLAID CYMRU GROUP - 7 Members**

Cllr. Kim Broom (Vice-Chair)  
Cllr. Terry Davies (Committee Member)  
Cllr. Alex Evans (Committee Member)  
Cllr. Hazel Evans (Committee Member)  
Cllr. Deian Harries (Committee Member)  
Cllr. Jean Lewis (Committee Member)  
Cllr. Dai Nicholas (Committee Member)

## **LABOUR GROUP - 4 Members**

Cllr. Lewis Davies (Committee Member)  
Cllr. Rob James (Committee Member)  
Cllr. Dot Jones (Committee Member)  
Cllr. Kevin Madge (Committee Member)

## **INDEPENDENT GROUP - 2 Members**

Cllr. Giles Morgan (Chair)  
Vacancy

# **A G E N D A**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF PERSONAL INTEREST INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM**
- 3. PUBLIC QUESTIONS (NONE RECEIVED)**
- 4. REVENUE AND CAPITAL BUDGET MONITORING REPORT 2022/23** 5 - 48
- 5. CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE ANNUAL REPORT 2022/23** 49 - 68
- 6. SCRUTINY ACTIONS UPDATE** 69 - 72
- 7. FORTHCOMING ITEMS** 73 - 96
- 8. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 3RD MAY 2023** 97 - 102

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**CORPORATE PERFORMANCE & RESOURCES  
SCRUTINY COMMITTEE  
16<sup>th</sup> JUNE 2023**

**Revenue & Capital Budget  
Monitoring Report 2022/23**

**THE SCRUTINY COMMITTEE IS ASKED TO:**

- Receive the Authority’s Corporate Budget Monitoring Report, the Chief Executive and Corporate Services departmental reports and the Savings Monitoring report and considers the budgetary position.

**Reasons:**

- To provide Scrutiny with an update on the latest budgetary position, as at 28<sup>th</sup> February 2023, in respect of 2022/23.

**CABINET MEMBER PORTFOLIO HOLDERS:**

- Cllr. Darren Price (Leader)
- Cllr. Alun Lenny (Resources)
- Cllr. Phillip Hughes (Organisation and Workforce)

<p><b>Directorate:</b> Corporate Services</p> <p><b>Name of Director of Service:</b> Chris Moore</p> <p><b>Report Author:</b> Chris Moore</p>	<p><b>Designation:</b></p> <p>Director of Corporate Services</p>	<p><b>Tel No. / E-Mail Address:</b></p> <p>01267 224120 <a href="mailto:CMoore@cararthenshire.gov.uk">CMoore@cararthenshire.gov.uk</a></p>
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## EXECUTIVE SUMMARY

# CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE 16<sup>th</sup> JUNE 2023

## Revenue & Capital Budget Monitoring Report 2022/23

The Financial Monitoring report is presented as follows:

### Revenue Budgets

#### Appendix A – Authority Corporate Budget Monitoring Report

The revenue budget monitoring reports as at 28<sup>th</sup> February 2023 are attached and indicate that:

#### **COUNCIL FUND REVENUE ACCOUNT (Appendix A)**

Overall, the monitoring report forecasts an overspend for the year at departmental level of £6.159m, with a forecast underspend on the Authority's net revenue budget of £470k.

Across the whole authority, the largest driver remains the effect of nationally negotiated pay offers at much higher levels than budgeted, for which additional governmental funding has not been provided. The effect of the pay award is reflected in departmental budgets, contributing to the significant overspend position. The remaining corporate contingency budget has been held to provide a partial mitigation against this in the current year budget, whilst the full effect of the award has been built into the 2023/24 budget which was approved by County Council in March 2023. The overspend showing for schools incorporates the additional £1.5m which Cabinet agreed to provide to schools at its meeting of 27 March 2023 in respect of unfunded 2022/23 NJC and Teacher pay awards affecting school budgets.

In addition, there remain:

- overspends in service areas driven by increased demand combined with reduced grant funding versus previous years, particularly Learning Disabilities and Children's Service
- a sustained reduction in commercial income, covering car parks, leisure centres and school meals
- capital financing underspends due to scheme delays and reduced need to borrow. The inherent underspend is £3.5m, against which £750k direct has been committed to cover the tendered price increase required to proceed with the Oriel Mryddin project, which attracts c. £1m national lottery match funding.

In line with our existing policies, forecast departmental overspends are met out of departmental reserves, where available.

## **Appendix B**

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

## **Capital Budgets**

### **Corporate Capital Programme Monitoring 2022/23**

The current capital programme is based on information available as at the end of February 2023. It was reported as part of the December monitoring cycle that the £56,878k had been slipped to future years and has been incorporated into the new Capital Programme 2023-2028, which brought the general fund working budget more in-line with the projected outturn for the year. HRA budgets remain unchanged.

**Appendix C** shows a forecasted net spend of £54,673k compared with a working net budget of £93,787k, giving a -£39,115k variance (£14,848k General Fund and £24,267k HRA).

Some of the budgets have also been amended to account for differences in actual grant allocations compared with the anticipated allocations at the time the programme was approved, and new grant awards received during the year to date.

## **Appendix D**

Details the main variances within each department.

### **New Projects and virements to note and approve for the current year:**

#### **Place and Infrastructure:**

A new ULEV grant relating to part funding for the purchase of three new electric refuse collection vehicles has been awarded from the Welsh Government. It is reflected as part of the Strategic Waste project.

## **Appendix E**

Details a full list of Chief Executive and Regeneration schemes, respectively. There are no Corporate Services schemes.

## **Savings Report**

### **Appendix F**

The Savings Monitoring report.

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

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

### 3. Finance

#### Revenue

Overall, the Authority is forecasting an underspend of £470k. Corporate Performance & Resources Services are projecting to be under the approved budget by £1,862k.

#### Capital

The capital programme shows a variance of -£39,115k against the 2022/23 approved budget.

#### Savings Report

The expectation is that at year end £417k of Managerial savings against a target of £484k are forecast to be delivered. There were no Policy savings put forward.

### 7. Physical Assets

The expenditure on the capital programme will result in the addition of new assets or enhancement to existing assets on the authority's asset register.

<b>CABINET MEMBER PORTFOLIO HOLDER(S) AWARE / CONSULTED?</b> YES	(Include any observations here)
<b>Section 100D Local Government Act, 1972 – Access to Information</b>	
<b>List of Background Papers used in the preparation of this report: THESE ARE DETAILED BELOW:</b>	
<b>Title of Document</b>	<b>File Ref No. / Locations that the papers are available for public inspection</b>
2022/23 Budget	Corporate Services Department, County Hall, Carmarthen
2022-27 Capital Programme	Online via corporate website – Minutes of County Council Meeting 2 <sup>nd</sup> March 2022



**REPORT OF THE DIRECTOR OF CORPORATE SERVICES**  
**CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023**  
**COUNCIL'S BUDGET MONITORING REPORT 2022/23**

Director and Designation	Author & Designation	Telephone No	Directorate
C Moore, Director of Corporate Services	R Hemingway, Head of Financial Services	01267 224886	Corporate Services

Table 1

Forecasted for year to 31st March 2023

Department	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Dec 2022 Forecasted Variance for Year £'000
	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Chief Executive	39,121	-17,764	-4,140	17,218	39,395	-18,796	-4,140	16,459	-758	-683
Communities	177,112	-71,377	13,796	119,531	183,184	-73,652	13,797	123,329	3,798	3,301
Corporate Services	76,552	-46,040	-1,693	28,819	71,744	-42,336	-1,693	27,715	-1,104	-1,022
Education & Children (incl. Schools)	206,983	-42,198	22,906	187,691	231,003	-62,360	22,906	191,549	3,858	4,487
Place and Infrastructure	142,772	-90,182	13,252	65,841	143,685	-90,730	13,252	66,207	366	177
<b>Departmental Expenditure</b>	<b>642,539</b>	<b>-267,561</b>	<b>44,122</b>	<b>419,100</b>	<b>669,012</b>	<b>-287,875</b>	<b>44,123</b>	<b>425,260</b>	<b>6,159</b>	<b>6,259</b>
Unfunded pay offers - Departments				0				0	0	0
Unfunded pay offers - Schools				0				1,500	1,500	1,500
Corporate Contingency				3,000				170	-2,830	-2,800
Capital Charges/Interest/Corporate				-17,694				-20,444	-2,750	-2,250
<b>Levies and Contributions:</b>										
Brecon Beacons National Park				154				152	-2	-2
Mid & West Wales Fire & Rescue Authority				11,170				11,170	0	0
West Wales Corporate Joint Committee				155				155	0	0
<b>Net Expenditure</b>				<b>415,885</b>				<b>417,963</b>	<b>2,077</b>	<b>2,707</b>
Transfers to/from Departmental Reserves										
- Chief Executive				0				379	379	342
- Communities				0				-982	-982	-982
- Corporate Services				0				552	552	511
- Education & Children (incl Schools)				0				-2,131	-2,131	-2,131
- Place and Infrastructure				0				-366	-366	-177
<b>Net Budget</b>				<b>415,885</b>				<b>415,416</b>	<b>-470</b>	<b>270</b>

**Chief Executive Department**  
**Budget Monitoring - as at 28th February 2023**

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Dec 2022 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	859	0	-845	14	723	-4	-845	-125	-139	-131
People Management	4,687	-1,585	-2,619	484	5,429	-2,136	-2,619	674	190	223
ICT & Corporate Policy	6,500	-964	-4,785	752	6,561	-1,100	-4,785	677	-75	-51
Admin and Law	4,926	-838	703	4,791	4,724	-867	703	4,560	-231	-277
Marketing & Media	2,826	-713	-1,430	683	2,388	-528	-1,430	430	-254	-265
Statutory Services	1,444	-346	281	1,380	1,547	-503	281	1,324	-56	-93
Regeneration	17,878	-13,320	4,555	9,114	18,023	-13,658	4,555	8,920	-193	-89
<b>GRAND TOTAL</b>	<b>39,121</b>	<b>-17,764</b>	<b>-4,140</b>	<b>17,218</b>	<b>39,395</b>	<b>-18,796</b>	<b>-4,140</b>	<b>16,459</b>	<b>-758</b>	<b>-683</b>

## Chief Executive Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
<b>Chief Executive</b>							
Chief Executive-Chief Officer	240	0	208	0	-33		-26
Chief Executive Business Support Unit	618	0	516	-4	-107	3 staff on secondment, no commitment to year end.	-104
<b>People Management</b>							
TIC Team	242	-61	214	-61	-28	3 vacant posts during year. One currently vacant, not expected to be filled until new financial year	-22
Agile Working Project	0	0	66	0	66	Unfunded post	66
Social Care Workforce Development Programme	724	-417	790	-507	-24	Some planned training courses will not take place before the end of the financial year.	-0
Payroll	872	-365	917	-354	56	Past year staffing efficiencies (£79k) not being met. Partially offset by vacancies during the year.	66
People Services – HR	964	-275	1,075	-324	62	Temporary additional resource to deal with increased recruitment along with past year efficiencies (£48k) not being met.	60
Organisational Development	468	-40	517	-7	81	Training efficiency target not currently being met (£33k). Investors in people assessment one off costs of (£26k), Unfunded Welsh Language post previously funded from Risk Management fund.	74
DBS Checks	137	0	113	-5	-29	Review of DBS checks process & budget to be undertaken	-29
Other variances					6		7
<b>ICT &amp; Corporate Policy</b>							
Welsh Language	125	-11	114	-11	-11	Underspend on projects and activities during the year	-9
Chief Executive-Policy	722	-32	667	-39	-63	Vacant posts in early part of year now filled with the exception of one, not due to be filled until next financial year (£48k). One off income for work undertaken by WLGA (£7k); Underspend on Supplies and Services (£8k).	-41
Other variances					-2		-2

## Chief Executive Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
<b>Admin and Law</b>							
Democratic Services	2,133	-290	1,972	-315	-187	Underspend on members pay and allowances (£147k), travelling costs (£15k), along with an additional (£25k) of income for work undertaken for the HRA.	-189
Democratic Services - Support	526	0	522	-30	-34	Additional income for work undertaken by PCC (£8k), savings on vacant post that won't be filled until 2023/24 (£25k).	-45
Land Charges	103	-275	134	-245	60	Shortfall in income due to low demand for searches	48
Legal Services	2,092	-273	2,033	-259	-45	Vacancies in early part of the year now filled. Additional 3 current vacancies estimated to be filled from April.	-64
Central Mailing	46	0	27	-2	-21	Saving on franking machine leasing costs	-23
Other variances					-4		-3
<b>Marketing &amp; Media</b>							
Marketing and Media	409	-171	402	-25	138	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k).	158
Translation	595	-53	490	-60	-113	2 vacant posts pending divisional realignment & number of staff working reduced hours, savings on supplies & services.	-120
Customer Services Centres	1,203	-362	1,016	-358	-183	Part year vacancies in Contact Centre and Hwbs. Constantly out to advert due to difficulty in filling posts.	-203
Yr Hwb, Rhydaman a Llanelli	174	-96	71	-53	-60	2 vacant posts pending divisional realignment, offset partly by less income from decreased demand for desk rent space.	-58
Marketing Tourism Development	405	-5	368	-5	-37	Underspend on vacant posts pending divisional realignment	-41
<b>Statutory Services</b>							
Registration Of Electors	176	-3	163	-3	-13	Underspend on supplies and services	0
Registrars	525	-343	585	-482	-79	Increase in anticipated income due to large number of ceremonies taking place	-55
Coroners	369	0	437	0	68	One off inquest cost of (£36k). Large increase in volume in last quarter on post-mortem fees (£17k overspend), and undertaker fees (£22k overspend). These are offset by smaller underspends on supplies and services.	-9
Electoral Services - Staff	265	0	234	0	-31	1 post currently vacant, not expected to be filled until the new financial year.	-29

## Chief Executive Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023	Notes	Dec 2022
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
<b>Regeneration &amp; Property</b>							
Regeneration Management	308	0	341	0	33		33
Property	1,195	-91	1,025	-25	-104		-88
Commercial Properties	34	-463	101	-617	-86	High occupancy rates during year	-13
Provision Markets	623	-556	597	-517	13	Net shortfall in income across the portfolio due to low occupancy rates. Partially offset by underspends on premises and supplies and services costs.	33
Operational Depots	356	0	342	0	-14	Underspend on various premises related costs	-28
Industrial Premises	494	-1,519	488	-1,591	-78	High occupancy levels currently	-62
County Farms	79	-351	115	-321	66	Income target not met due to current economic climate as no scope to increase tenancy agreements at the moment (£34k). Additional property maintenance works undertaken £32k).	50
Livestock Markets	62	-114	22	-91	-17	One off additional income from Newcastle Emlyn Mart.	-4
Other variances					-6		-11
<b>Grand Total</b>					<b>-758</b>		<b>-683</b>

**Department for Communities**  
**Budget Monitoring - as at 28th February 2023**

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Dec 2022 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		
<b>Adult Services</b>										
Older People	71,796	-26,626	3,559	48,728	71,712	-25,785	3,559	49,486	758	309
Physical Disabilities	8,478	-1,909	286	6,855	8,198	-2,023	286	6,461	-394	-376
Learning Disabilities	43,926	-11,741	1,438	33,622	45,690	-11,293	1,438	35,834	2,212	2,171
Mental Health	11,558	-4,301	233	7,491	11,800	-4,286	233	7,748	257	242
Support	11,418	-7,551	1,167	5,034	11,430	-7,487	1,167	5,110	76	42
<b>Homes &amp; Safer Communities</b>										
Public Protection	3,506	-1,384	532	2,655	3,561	-1,306	532	2,787	132	47
Council Fund Housing	9,216	-7,994	798	2,020	13,282	-12,199	798	1,882	-138	-42
<b>Leisure &amp; Recreation</b>										
Leisure & Recreation	17,213	-9,870	5,783	13,126	17,511	-9,272	5,783	14,022	896	907
<b>GRAND TOTAL</b>	<b>177,112</b>	<b>-71,377</b>	<b>13,796</b>	<b>119,531</b>	<b>183,184</b>	<b>-73,652</b>	<b>13,797</b>	<b>123,329</b>	<b>3,798</b>	<b>3,301</b>

## Department for Communities - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023	Notes	Dec 2022
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
<b>Adult Services</b>							
<b>Older People</b>							
Older People - Commissioning	4,520	-912	4,298	-800	-110	Recruitment issues re Social Workers. Additional budget has been allocated in 2022/23 and a wide range of initiatives are being launched to increase recruitment.	-129
Older People - LA Homes	9,895	-4,917	9,920	-4,279	664	Recruitment issues in respect of care workers has increased the reliance on Agency staff – currently projected at £501k.	460
Older People - Private/ Vol Homes	28,188	-13,241	28,636	-13,241	448	Impact of 2022/23 pay award significantly higher than budgeted (approx. £390k)	5
Older People - LA Home Care	7,836	0	7,964	0	128	Movement due to 1) in-year fee uplift at £30 per bed per week from January 2023, and 2) increase in bed numbers backdated to April 2022 (two packages)	274
Older People - Direct Payments	1,285	-313	1,457	-313	172	Impact of 2022/23 pay award significantly higher than budgeted (approx. £350k), offset by savings relating to staff vacancies.	166
Older People - Private Home Care	9,515	-2,638	9,742	-2,638	227	Demand for Direct Payments remains high as an alternative to other service provision	270
Older People - Enablement	2,060	-485	1,615	-452	-412	Additional costs in the Home Care Framework due to supporting rural provision	-392
Older People - Day Services	895	-84	504	-11	-317	Demand for reablement services remains high but capacity to deliver is constrained by staff recruitment issues. A wide range of initiatives have been launched to address this.	-299
Older People - Other variances					-42	Provision of day services is reduced compared to pre-pandemic levels.	-45
<b>Physical Disabilities</b>							
Phys Dis - Private/Vol Homes	1,574	-313	1,273	-313	-301	Demand for residential placements is lower than pre-pandemic. Demand levels are increasing slowly.	-250
Phys Dis - Group Homes/Supported Living	1,447	-174	1,009	-174	-438	Demand for Supported Living placements is lower than pre-pandemic.	-448
Phys Dis - Direct Payments	3,024	-603	3,510	-603	486	Demand for Direct Payments remains high as an alternative to other service provision	507
Phys Dis - Other variances					-141		-185
<b>Learning Disabilities</b>							
Learn Dis - Employment & Training	1,921	-279	1,513	-59	-188	Provision of LD day services is reduced compared to pre-pandemic levels.	-188
Learn Dis - Private/Vol Homes	12,296	-4,482	13,428	-4,482	1,132	Whilst demand for LD Residential Placements has not increased significantly, the budget has been reduced to reflect efficiency proposals. The delivery of this has been delayed.	1,133
Learn Dis - Direct Payments	4,490	-572	4,955	-572	465	Demand for Direct Payments remains high as an alternative to other service provision	459
Learn Dis - Group Homes/Supported Living	10,967	-2,295	12,861	-2,295	1,894	Whilst demand for LD Supported Accommodation has not increased significantly, the budget has been reduced to reflect efficiency proposals. The delivery of this has been delayed.	1,894

## Department for Communities - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Learn Dis - Adult Respite Care	1,086	-812	1,189	-812	103	Recruitment issues in respect of care workers has increased the reliance on Agency staff	118
Learn Dis - Day Services	2,672	-464	2,173	-214	-249	Provision of LD day services is reduced compared to pre-pandemic levels.	-220
Learn Dis - Private Day Services	1,179	-84	817	-84	-362	Provision of LD day services is reduced compared to pre-pandemic levels.	-374
Learn Dis - Adult Placement/Shared Lives	2,940	-1,992	2,399	-2,017	-566	Provision of LD day services which forms part of the Shared Lives Services, is reduced compared to pre-pandemic levels.	-570
Learn Dis - Other variances					-17		-82
<b>Mental Health</b>							
M Health - Commissioning	1,512	-131	1,200	-120	-301	Recruitment issues re Social Workers. Additional budget has been allocated in 2022/23 and a wide range of initiatives are being launched to increase recruitment.	-328
M Health - Private/Vol Homes	6,653	-3,377	7,226	-3,377	573	Whilst demand for MH Residential Placements has not increased significantly, the budget has been reduced to reflect efficiency proposals. The delivery of this has been delayed.	576
M Health - Group Homes/Supported Living	1,648	-466	1,840	-466	192	Accommodation and Efficiency project plans for strategic longer term future accommodation options as well as current client group has experienced delays due to Covid19. The Progression & Review Team will prioritise Rightsizing in Supported Living in 2022/23.	192
M Health - Community Support	851	-78	672	-78	-179	Community Support Provision is reduced compared to pre-pandemic levels.	-167
M Health - Other variances					-29		-30
<b>Support</b>							
Other Variances - Support					76		42
<b>Homes &amp; Safer Communities</b>							
<b>Public Protection</b>							
PP Business Support unit	160	0	135	0	-26	Underspent on Supplies & Services	-18
Public Health	300	-15	339	-14	39	Overspent on salaries and fly tipping costs	17
Noise Control	227	0	174	-0	-53	Under on salaries	-49
Animal Welfare	87	-87	90	-42	48	Under achievement of income, mainly due to reduction in licensed dog breeders	49
Public Health Services Management	54	-115	114	-115	60	Overspent on salaries	20
Safeguarding, Licensing & Financial Investigation	96	0	45	0	-52	Under on salaries & Supplies & Services	-52
Fair Trading	231	-68	206	-5	39	Under achievement of income	23
Other Variances					77		57
<b>Council Fund Housing</b>							
Independent Living and Affordable Homes	121	-45	71	-25	-30	Savings on supplies & services budget.	-9



## Department for Communities - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Home Improvement (Non HRA)	662	-273	626	-342	-105	Over achievement of Income	-115
Penybryn Traveller Site	182	-132	109	-99	-40	Underspent on Salaries	-27
Landlord Incentive	14	-11	151	-5	143	Improvements made to Social Lets properties, income to be recovered in future years	2
Homelessness	169	-70	20	-15	-94	Most payments relating to Homelessness prevention have been accommodated in the prevention grant.	3
Non HRA Re-Housing (Inc Chr)	175	0	142	0	-33	Underspent on Salaries	1
Other variances					22		103
<b>Leisure &amp; Recreation</b>							
Burry Port Harbour	21	-107	40	-160	-34	Excess income achieved to budget for Parking & Catering	-17
Discovery Centre	6	-90	6	-117	-28	Excess income achieved to budget for Parking	-19
Pembrey Ski Slope	436	-475	514	-586	-34	Forecast to over achieve income to budget	-15
Newcastle Emlyn Sports Centre	337	-192	323	-154	24	Income shortfall (COVID19 recovery) £39k offset by in year vacancies / lower use of casual staff £11k, along with various minor underspends in S & S headings	21
Carmarthen Leisure Centre	1,513	-1,616	1,516	-1,373	245	Income shortfall (COVID19 recovery) £242k offset by in year vacancies / lower use of casual staff £38k, along with various overspends in S & S and Premises headings	206
St Clears Leisure Centre	157	-44	147	-54	-20	s106 income not budgeted £13k along with in year vacancies	6
Amman Valley Leisure Centre	960	-856	1,013	-775	134	Income shortfall (COVID19 recovery) £81k, along with Utilities £26k and R & M £64k, offset in part with in year vacancies / lower use of casual staff £37k	134
Llandovery Swimming Pool	376	-259	405	-155	133	Income shortfall (COVID19 recovery) £104k along with overspend in Employees due to Pay Award not being fully funded	119
Gwendraeth Sports Centre	0	0	-37	0	-37	Credit relating to backdated NNDR	-37
Actif health, fitness and dryside	213	-135	212	-85	48	Income shortfall (COVID19 recovery)	28
Catering - Sport Centres	320	-297	280	-206	51	Income shortfall (COVID19 recovery) £91k offset by an underspend in cost of Catering £40k	49
Sport & Leisure General	840	-46	792	-59	-62	In year staff vacancies £31k along with forecast underspend in Promotions / Marketing expenditure	-15
PEN RHOS 3G PITCH	21	-48	10	-50	-13	Numerous minor expenditure underspends	-11
St John Lloyd - 2G Pitch	62	-14	24	-12	-37	Numerous minor expenditure underspends	-35
Manelli Leisure Centre	1,297	-1,094	1,399	-894	302	Income shortfall (COVID19 recovery) £200k, Premises Mtce £61k and Employee costs due to Pay Award not being fully funded £35k, along with various minor overspends in S & S headings	262
Outdoor Recreation - Staffing costs	423	0	520	0	97	Forecast overspend due to planned installation of transformer to safeguard future Service delivery	49
Pembrey Country Park	873	-1,139	1,035	-1,239	61	Utilities £17k, cost of Agency staff to backfill in year vacant posts £45k	2
Pembrey Country Park Restaurant	519	-382	555	-507	-90	Forecast to over achieve income to budget	-3
Ammanford Library	293	-14	258	-12	-34	In year staff vacancies	-25

## Department for Communities - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Libraries General	1,130	-1	1,172	-6	37	Forecast overspend in Employees due to Pay Award not being fully funded	34
Museums General	158	0	230	0	72	Unable to achieve vacancy factor, a legacy of undelivered PBB's and unfunded post	66
Arts General	16	0	1	0	-15	Vacant post being held pending restructure	-15
St Clears Craft Centre	111	-39	72	-18	-19	Vacant posts being held pending potential community run venture	-22
Cultural Services Management	103	0	84	0	-19	Numerous minor expenditure underspends	-19
Laugharne Boathouse	157	-117	151	-72	40	Income shortfall (COVID19 recovery)	38
Lyric Theatre	417	-315	363	-271	-10	Income shortfall (COVID19 recovery) £44k offset by reduced cost of Performance Fees £27k, utilities £7k, staffing £12k & contracted services £8k	24
Y Ffwrnes	813	-486	672	-368	-23	Income shortfall (COVID19 recovery) £118k, offset by forecast underspend on Utilities £75k, Performance Fees £12k, Employees £25k, Contracted Services £25k and numerous other minor expenditure underspends	-55
Entertainment Centres General	564	-63	559	-23	34	Budgeted grant from ACW not due to fully materialise	32
Attractor - Management	0	0	51	0	51	Forecast cost of Project manager post (11 mths) not funded	51
Attractor - Externals	7	-58	10	-15	46	Parking income budgeted for Attractor site not fully achievable due to delays in contract completion	52
Other Variances					-7		23
<b>Grand Total</b>					<b>3,798</b>		<b>3,301</b>

**Corporate Services Department**  
**Budget Monitoring - as at 28th February 2023**

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Dec 2022 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	12,453	-2,788	-863	8,801	11,640	-2,402	-863	8,374	-427	-444
Revenues & Financial Compliance	64,099	-43,252	-830	20,018	60,105	-39,934	-830	19,341	-677	-578
<b>GRAND TOTAL</b>	<b>76,552</b>	<b>-46,040</b>	<b>-1,693</b>	<b>28,819</b>	<b>71,744</b>	<b>-42,336</b>	<b>-1,693</b>	<b>27,715</b>	<b>-1,104</b>	<b>-1,022</b>

## Corporate Services Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
<b>Financial Services</b>							
Accountancy	1,877	-478	1,896	-466	31	Additional Accountancy support costs	40
Treasury and Pension Investment Section	277	-200	242	-187	-23	Additional income for work undertaken for Wales Pension Partnership £18k, along with other smaller underspends on supplies and services	-51
Grants and Technical	357	-114	275	-50	-18	Staff vacancy during year	-15
Systems and Accounts Payable	581	-79	546	-78	-34	6 Vacant posts during the year. 2 currently vacant.	-34
Audit Fees	325	-96	301	-96	-24	A proportion of audit fees are chargeable directly to grants	-24
Bank Charges	66	0	54	0	-12	Reduced costs following new bank contract	-13
Miscellaneous Services	6,719	-125	6,283	-41	-353	£335k underspend on pre LGR pension costs along with a £18k underspend on Treasury Management expenses.	-350
Other variances					5		4
<b>Revenues &amp; Financial Compliance</b>							
Procurement	638	-36	576	-36	-62	Savings from staff member working reduced hours, maternity leave and a number of posts currently at lowest point on the salary scale	-61
Audit	511	-20	460	-40	-71	3 posts currently vacant, that will not be filled until the new financial year £35k; Additional SLA income from Fire Service and Delta £20k; £16k underspend on supplies and services	-68
Risk Management	158	-1	132	-1	-26	Staff member working reduced hours along with one off income generated.	-17
Corporate Services Training	62	0	13	0	-50	Less planned training during the year	-31
Local Taxation	986	-763	1,014	-842	-50	Savings on 4 vacant posts to date this year. Three are still currently vacant and not going to be filled during this financial year. Some Agency cover has been used during the year following failure to recruit to these posts.	-52
Council Tax Reduction Scheme	17,249	0	16,873	0	-376	Underspend based on latest demand figures.	-349
Rent Allowances	41,323	-41,540	37,206	-37,289	134	Projections on expenditure based on 2021/22 claims	134
Rates Relief	289	0	205	0	-84	Low take-up anticipated in 2022/23. Based on current demand.	-84
Housing Benefits Admin	1,702	-753	1,402	-632	-178	DWP Housing Benefit Admin grant received is £212k less than budget. There is a net £288k underspend on pay costs, due to 12 current vacant posts that will not be filled until the new financial year. These vacancies are offset by the cost of agency staff who have been covering some of these posts due to difficulties in recruiting replacements. We have also received £91k of additional one off grants from DWP during the year to complete specific projects, along with smaller underspends on supplies and services.	-155

## Corporate Services Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023	Notes	Dec 2022
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Revenues	1,033	-139	1,124	-136	95	£82k increase in bank charges over budget due to increased number of card payments. £77k one off essential software upgrade. Offset by short term vacant posts that are being covered by agency following failure to recruit, along with 4 current vacant posts, which will not be filled until next financial year.	114
Other variances					-8		-8
<b>Grand Total</b>					<b>-1,104</b>		<b>-1,022</b>

**Department for Education & Children**  
**Budget Monitoring - as at 28th February 2023**

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Dec 2022 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		
<b>Schools Delegated Budgets</b>	150,324	-22,289	0	128,035	158,114	-23,789	0	134,325	6,290	7,529
<b>Transfer from Reserves</b>				0		-6,290		-6,290	-6,290	-7,529
Director & Strategic Management	1,561	0	-109	1,452	1,333	0	-109	1,224	-228	-227
Education Services Division	17,438	-7,309	18,289	28,418	18,376	-8,429	18,289	28,237	-182	38
Access to Education	3,850	-159	1,339	5,030	12,864	-8,432	1,339	5,770	741	1,105
Strategy & Learner Support	4,948	-3,141	653	2,460	4,767	-3,368	653	2,052	-407	-361
Children's Services	28,861	-9,299	2,734	22,296	35,548	-12,053	2,734	26,230	3,934	3,931
<b>TOTAL excluding schools</b>	<b>56,659</b>	<b>-19,909</b>	<b>22,906</b>	<b>59,656</b>	<b>72,889</b>	<b>-32,282</b>	<b>22,906</b>	<b>63,514</b>	<b>3,858</b>	<b>4,487</b>
<b>GRAND TOTAL</b>	<b>206,983</b>	<b>-42,198</b>	<b>22,906</b>	<b>187,691</b>	<b>231,003</b>	<b>-62,360</b>	<b>22,906</b>	<b>191,549</b>	<b>3,858</b>	<b>4,487</b>

## Department for Education & Children - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
<b>Director &amp; Strategic Management</b>							
Director & Management Team	1,191	0	955	0	-236	£225k earmarked for 2023/24 efficiency this year reducing the department's in year overspend.	-235
Other variances					8		8
<b>Education Services Division</b>							
School Redundancy & EVR	2,133	0	1,911	0	-223	Low number of school redundancies due to the surpluses brought forward & continuation of RRRS grant	-179
Early Years Non-Maintained Provision	954	-589	836	-828	-357	WG grant funding received where already committed core budget. In year underspend supporting department pressures	-294
Additional Learning Needs	4,120	-2,401	4,460	-2,445	296	New ALN pressures in excess of the already committed budget for school provision	385
Education Other Than At School (EOTAS)	3,751	-470	4,291	-922	87	Increased agency costs due to staff absences across the 4 settings	96
Other variances					15		29
<b>Access to Education</b>							
School Admissions	420	0	349	0	-71	Part year vacant posts recently recruited to	-75
School Modernisation	142	0	427	-156	129	Overspend in relation to costs associated with closed schools following school reorganisations	126
School Meals & Primary Free Breakfast Services	3,288	-159	12,088	-8,276	683	School meals staffing costs increase re actual pay award £493k. Forecast reduced from December due to additional UPFSM grant from WG. Primary breakfast contributions for care element shortfall £90k & increased costs of food & labour £100k	1,055
<b>Strategy &amp; Learner Support</b>							
Welsh Language Support	670	-232	586	-296	-149	Maximisation of grant income supporting priorities the service had already identified and have staff working on, partially offsetting overspends elsewhere within the Department	-46
Youth Support Service & Participation	2,294	-1,272	2,093	-1,261	-190	Number of part year staff vacancies, delays in recruitment and additional short term grants being utilised	-145
Adult & Community Learning	556	-556	960	-853	107	Reduced take up on courses impacting on level of forecast grant income eligible to claim and franchise income due via Coleg Sir Gar	-0
European Funded Projects	315	-314	144	-196	-53	Project led by Pembs CC ended in May 2021, final grant income is still outstanding. £53k underspend on the flat rate allowance for indirect costs has been achieved due to the project not fully spending 15% allowance provided to cover any indirect or ineligible items. The project could still be subject to further European audits.	-52
School Information Systems	370	-28	248	-29	-124	Part year vacant posts being reviewed as part of current restructure	-120
Other variances					-0		2

## Department for Education & Children - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
<b>Children's Services</b>							
Commissioning and Social Work	7,694	-109	8,858	-259	1,013	Increased agency staff costs forecast £589k re additional demand & difficulty recruiting permanent staff, legal costs £332k with additional external provision due to increased complexity of cases and increased demand for assistance to clients and their families £173k. This is partly offset by other net savings - £81k - staffing budget due to vacancies as not able to recruit and additional grant income	885
Corporate Parenting & Leaving Care	1,067	-154	952	-285	-245	Maximisation of grant income supporting priorities the service had already identified and have staff working on	-116
Fostering & Other Children Looked After Services	4,276	0	5,040	-62	702	Specialist support (mainly agency) for 2 young people with highly complex needs £368k. Boarded out costs re demand, allowance increases and additional payments due to connected carers £245k. Enhancement costs re more complex children in placements £52k, transport to school costs £66k re demand & increased fuel costs, promotion costs £9k. Increase in Special Guardianship Orders (SGO's) £24k. This is offset by additional WG grant £62k	726
Adoption Services	564	0	1,164	-544	56	Increased staffing costs, including agency staff re ongoing service demands and maternity leave cover required for 3 members of the team	102
Out of County Placements (CS)	446	0	1,582	-31	1,105	3 new highly complex placements in 2022/23	1,142
Residential Units	849	-365	2,568	-1,129	954	£739k Garreglwyd - significant agency staff costs forecast due to difficulty recruiting to vacant posts & sickness cover. This projected outturn position assumes £407k income from Hywel Dda University Health Board. £215k forecast overspend at the new Ty Magu Residential Unit - increased staffing costs re complex placements £385k (including £60k agency staff costs) and other estimated running costs £50k, with no budget for non-staffing costs. This is offset by £220k WG grant	839
Respite Units	1,025	-12	1,063	-9	41	Overspend forecast mainly in relation to back-dated Covid related enhancement payments for residential staff	19
Supporting Childcare	1,646	-1,035	1,642	-1,091	-60	Maximisation of grant income supporting priorities the service had already identified and have staff working on	-60
Short Breaks and Direct Payments	689	-59	1,471	-304	538	Increased demand for Direct Payments since change in legislation, further pressures linked to covid-19 & lack of commissioned services available £296k. Also increased demand for 1-2-1 support under Short Breaks due to lack of available location based services £414k, partly offset by WG grant - £172k	501
Other Family Services incl Young Carers and ASD	946	-577	1,040	-750	-78	Maximisation of grant income, partially offsetting overspends elsewhere within the division	-78
Children's Services Mgt & Support (inc Eclipse)	1,165	-164	1,604	-627	-24	1 Service Manager reducing their hours and 2 others being on a lower point in the grade with budget held at top of grade.	-36
School Safeguarding & Attendance	778	-474	791	-517	-30	Maximisation of grant income, partially offsetting overspends elsewhere within the division	-17



## Department for Education & Children - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023	Notes	Dec 2022
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year		Forecasted Variance for Year
	£'000	£'000	£'000	£'000	£'000		£'000
Educational Psychology	1,388	-320	1,455	-435	-48	Number of part year staff vacancies, delays & difficulty in recruitment and additional grants being utilised	8
Other Variances					10		15
<b>Grand Total</b>					<b>3,858</b>		<b>4,487</b>

**Place and Infrastructure Department**  
**Budget Monitoring - as at 28th February 2023**

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Dec 2022 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		
Service Improvement & Transformation	4,331	-3,878	492	944	3,796	-3,116	492	1,172	228	220
Waste & Environmental Services	29,178	-5,009	1,399	25,568	30,082	-5,246	1,399	26,235	667	247
Highways & Transportation	56,878	-33,134	10,132	33,875	60,235	-36,366	10,131	34,000	125	204
Property	46,807	-45,832	899	1,874	43,988	-43,213	899	1,674	-200	-124
Place and Sustainability	5,578	-2,329	330	3,579	5,584	-2,789	330	3,125	-455	-369
<b>GRAND TOTAL</b>	<b>142,772</b>	<b>-90,182</b>	<b>13,252</b>	<b>65,841</b>	<b>143,685</b>	<b>-90,730</b>	<b>13,252</b>	<b>66,207</b>	<b>366</b>	<b>177</b>

## Place and Infrastructure Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
<b>Service Improvement &amp; Transformation</b>							
Facilities Management - Building Cleaning	4,311	-3,783	3,792	-3,059	205	£170k pressure on wages due to actual pay award being more than budget; increased level of agency expenditure as a result of staff sickness and also a reduction in income due to closed properties	192
Business Support	-124	-35	-110	-35	14	Overspend due to actual pay award being more than budget (est £65k), netted off by vacant posts during the year	8
Other variances					9		20
<b>Waste &amp; Environmental Services</b>							
Waste & Environmental Services Unit	-12	0	-107	-0	-96	Interim staffing complement, recruitment will be reviewed once new HOS appointed	-69
SAB - Sustainable Drainage approval Body Unit	132	-134	130	-74	58	Anticipated income not materialised - Dependent on number of submissions and market buoyancy of development projects	69
Environmental Enforcement	589	-19	511	-24	-83	Underspend relates to vacated post and maternity leave. Future needs are being assessed.	-49
Waste Services	19,072	-1,366	19,770	-1,403	661	£180k additional pressure on wages due to actual pay award being more than budget. Planned draw-down from reserves for waste services not estimated to be required in 2022/23 as other divisions within the department are showing underspends.	189
Green Waste Collection	614	-550	621	-605	-47	Increased customer base	-106
Waste services - Covid19 related	0	0	196	0	196	Sickness absence related agency cover and driver support services	199
Closed Landfill Sites	265	0	255	0	-10	Unable to complete all works due to weather conditions.	6
Other variances					-12		7
<b>Highways &amp; Transportation</b>							
Departmental - Transport	43	0	1	0	-43	Vacant post, management review underway	-48
Departmental Pooled Vehicles	0	0	17	0	17	Under-utilisation of pool vehicles	17
School Transport	12,570	-946	12,932	-1,174	134	Total estimated additional cost of fuel prices and tender prices is £252k - £170k of which has been funded corporately; £51k pressure on staffing costs which is the difference between the actual pay award and the budget for Passenger Assistants.	251
Traffic Management	579	-189	971	-616	-36	Net increase in Traffic Regulation orders income	-82
Car Parks	2,113	-3,348	1,863	-2,859	239	Parking income not achieving income targets due to reduced footfall in town centres.	231
Plant y Ci Park & Ride	85	-34	117	-54	13	Reduced demand on the service	13
Road Safety	248	-5	147	-0	-96	Vacant post filled in January, reduced hours for another post and an estimated £66k officers time recharged to grants	-88
School Crossing Patrols	160	0	126	0	-34	Several posts have become vacant and will not be refilled	-34
Highway Maintenance	12,373	-4,327	15,449	-7,373	30	Winter maintenance pressures	0

## Place and Infrastructure Department - Budget Monitoring - as at 28th February 2023

### Main Variances

CORPORATE PERFORMANCE & RESOURCES 16th JUNE 2023

Division	Working Budget		Forecasted		Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Highway Lighting	2,608	-1,221	2,104	-771	-54	Vacant Assistant public lighting engineer post estimated to be filled in 2023/24	-50
Public Rights Of Way	1,043	-75	979	-58	-47	Savings on pay due to reduced hours; vacancies during the first and second quarters	-55
Other variances					2		49
<b>Property</b>							
Property Division Business Unit	140	0	0	0	-140	Vacant HOS post, review on-going	-140
Property Maintenance Operational	34,788	-35,749	33,244	-34,445	-240	Estimated sub-contractor costs based on 80% of works programme, this may vary as the year progresses	-190
Pumping Stations	55	0	90	0	36	Additional cost due to further testing at Llandovery pumping station	44
Design Services CHS Works	4,232	-4,437	2,916	-3,067	55	Slippage on Retrofit 2.1 scheme	10
Property Design - Business Unit	2,970	-3,338	3,299	-3,580	87	Purchasing of equipment to facilitate hybrid working and return to the office. Increased non chargeable time due to increased absence as a result of sickness, maternity and paternity leave.	100
Other variances					2		52
<b>Place and Sustainability</b>							
Place & Sustainability Unit	331	-17	399	-133	-48	Due to underspend on supplies & services	-47
Forward Planning	731	0	617	-1	-114	Due to staff vacancies during the year with 1 post estimated to be filled in the new financial year	-114
Development Management	1,839	-948	1,705	-1,073	-259	£289k underspend on vacant posts during the year offset by additional agency, fees & travel costs	-203
Conservation	485	-13	503	-61	-30	Due to underspend on pay & fees budget including £13k WCVA additional funding	-9
Other Variances					-2		3
<b>Grand Total</b>					<b>366</b>		<b>177</b>

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Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 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			
<b>Chief Executive</b>											
Chief Executive-Chief Officer	240	0	-260	-20	208	0	-260	-52	-33	Savings on supplies & services	-26
Chief Executive Business Support Unit	618	0	-585	34	516	-4	-585	-73	-107	3 staff on secondment, no commitment to year end.	-104
<b>Chief Executive Total</b>	<b>859</b>	<b>0</b>	<b>-845</b>	<b>14</b>	<b>723</b>	<b>-4</b>	<b>-845</b>	<b>-125</b>	<b>-139</b>		<b>-131</b>
<b>People Management</b>											
TIC Team	242	-61	-221	-40	214	-61	-221	-68	-28	3 vacant posts during year. One currently vacant, not expected to be filled until new financial year	-22
Agile Working Project	0	0	0	0	66	0	0	66	66	Unfunded post	66
Social Care Workforce Development Programme	724	-417	1	308	790	-507	1	284	-24	Some planned training courses will not take place before the end of the financial year.	-0
Practice Placements	68	-67	0	1	90	-89	0	1	0		0
Health & Social Care Induction Training Pilot	0	0	0	0	5	-5	0	0	0		0
Business & Projects Support	255	0	-275	-21	252	0	-275	-23	-3		2
Payroll	872	-365	-285	221	917	-354	-285	277	56	Past year staffing efficiencies (£79k) not being met. Partially offset by vacancies during the year.	66
People Services – HR	964	-275	-786	-97	1,075	-324	-786	-35	62	Temporary additional resource to deal with increased recruitment along with past year efficiencies (£48k) not being met.	60
Employee Well-being	815	-359	-423	33	790	-332	-423	35	1		-5
Organisational Development	468	-40	-498	-69	517	-7	-498	12	81	Training efficiency target not currently being met (£33k). Investors in people assessment one off costs of (£26k), Unfunded Welsh Language post previously funded from Risk Management fund.	74
Employee Services – HR/Payroll Support	142	0	-132	11	149	0	-132	18	7		10
School Staff Absence Scheme	0	0	0	0	451	-451	0	0	0		0
DBS Checks	137	0	0	137	113	-5	0	107	-29	Review of DBS checks process & budget to be undertaken	-29
<b>People Management Total</b>	<b>4,687</b>	<b>-1,585</b>	<b>-2,619</b>	<b>484</b>	<b>5,429</b>	<b>-2,136</b>	<b>-2,619</b>	<b>674</b>	<b>190</b>		<b>223</b>
<b>ICT &amp; Corporate Policy</b>											
Information Technology	5,643	-921	-3,846	876	5,710	-989	-3,846	876	-0		-0
Welsh Language	125	-11	-153	-39	114	-11	-153	-50	-11	Underspend on projects and activities during the year	-9
Chief Executive-Policy	722	-32	-786	-96	667	-39	-786	-158	-63	Vacant posts in early part of year now filled with the exception of one, not due to be filled until next financial year (£48k). One off income for work undertaken by WLGA (£7k); Underspend on Supplies and Services (£8k).	-41
Public Services Board	6	0	0	6	6	0	0	6	0		-0
Armed Forces Covenant Scheme	0	0	0	0	51	-51	0	-0	-0		0
Armed Forces Veterans Hub	0	0	0	0	10	-10	0	0	0		0
Armed Forces and Remembrance	5	0	0	5	3	0	0	3	-2		-2
<b>Total ICT &amp; Corporate Policy</b>	<b>6,500</b>	<b>-964</b>	<b>-4,785</b>	<b>752</b>	<b>6,561</b>	<b>-1,100</b>	<b>-4,785</b>	<b>677</b>	<b>-75</b>		<b>-51</b>

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Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 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			
<b>Admin and Law</b>											
Democratic Services	2,133	-290	2,372	4,216	1,972	-315	2,372	4,029	-187	Underspend on members pay and allowances (£147k), travelling costs (£15k), along with an additional (£25k) of income for work undertaken for the HRA.	-189
Democratic Services - Support	526	0	-494	32	522	-30	-494	-2	-34	Additional income for work undertaken by PCC (£8k), savings on vacant post that won't be filled until 2023/24 (£25k).	-45
Corporate Management	0	0	296	296	0	0	296	296	0		0
Civic Ceremonial	25	0	21	45	20	0	21	41	-4		-3
Land Charges	103	-275	20	-152	134	-245	20	-92	60	Shortfall in income due to low demand for searches	48
Police and Crime Commissioner	0	0	0	0	16	-16	0	-0	-0		-0
Legal Services	2,092	-273	-1,511	307	2,033	-259	-1,511	263	-45	Vacancies in early part of the year now filled. Additional 3 current vacancies estimated to be filled from April.	-64
Central Mailing	46	0	1	47	27	-2	1	26	-21	Saving on franking machine leasing costs	-23
<b>Admin and Law Total</b>	<b>4,926</b>	<b>-838</b>	<b>703</b>	<b>4,791</b>	<b>4,724</b>	<b>-867</b>	<b>703</b>	<b>4,560</b>	<b>-231</b>		<b>-277</b>
<b>Marketing &amp; Media</b>											
Marketing and Media	409	-171	-213	25	402	-25	-213	163	138	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k).	158
Translation	595	-53	-502	40	490	-60	-502	-72	-113	2 vacant posts pending divisional realignment & number of staff working reduced hours, savings on supplies & services.	-120
Customer Services Centres	1,203	-362	-762	79	1,016	-358	-762	-104	-183	Part year vacancies in Contact Centre and Hwbs. Constantly out to advert due to difficulty in filling posts.	-203
Yr Hwb, Rhydaman a Llanelli	174	-96	8	87	71	-53	8	27	-60	2 vacant posts pending divisional realignment, offset partly by less income from decreased demand for desk rent space.	-58
Marketing Tourism Development	405	-5	37	436	368	-5	37	399	-37	Underspend on vacant posts pending divisional realignment	-41
Events	40	-26	2	16	41	-26	2	16	0		-0
<b>Total Marketing &amp; Media</b>	<b>2,826</b>	<b>-713</b>	<b>-1,430</b>	<b>683</b>	<b>2,388</b>	<b>-528</b>	<b>-1,430</b>	<b>430</b>	<b>-254</b>		<b>-265</b>
<b>Statutory Services</b>											
Elections-County Council	110	0	129	238	110	0	129	238	-0		-0
Elections-Community Council	0	0	0	0	17	-17	0	-0	-0		-0
Registration Of Electors	176	-3	243	416	163	-3	243	403	-13	Underspend on supplies and services	0
Registrars	525	-343	192	374	585	-482	192	295	-79	Increase in anticipated income due to large number of ceremonies taking place	-55
Coroners	369	0	8	377	437	0	8	445	68	One off inquest cost of (£36k). Large increase in volume in last quarter on post-mortem fees (£17k overspend), and undertaker fees (£22k overspend). These are offset by smaller underspends on supplies and services.	-9
Electoral Services - Staff	265	0	-291	-26	234	0	-291	-57	-31	1 post currently vacant, not expected to be filled until the new financial year.	-29
<b>Statutory Services Total</b>	<b>1,444</b>	<b>-346</b>	<b>281</b>	<b>1,380</b>	<b>1,547</b>	<b>-503</b>	<b>281</b>	<b>1,324</b>	<b>-56</b>		<b>-93</b>

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Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 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			
<b>Regeneration &amp; Property</b>											
Regeneration Management	308	0	38	346	341	0	38	379	33	Overspend due to cessation in staff time recharged to projects	33
Parry Thomas Centre	37	-37	11	11	37	-37	11	11	-0		-0
Betws wind farm community fund	87	-87	1	1	86	-86	1	1	0		0
Welfare Rights & Citizen's Advice	161	0	2	162	161	0	2	162	0		0
Llanelli Coast Joint Venture	150	-150	5	5	111	-111	5	5	-0		0
Business Grants	0	0	0	0	319	-319	0	-0	-0		-0
Econ Dev-Rural Carmarthen, Ammanford, Town Centres	405	0	6,307	6,712	405	0	6,307	6,712	0		0
Econ Dev-Llanelli, C Hands, Coastal,Business, Inf & Ent	470	0	89	558	470	0	89	558	0		0
Community Development and External Funding	545	0	89	635	543	-1	89	632	-3		-3
Food Banks	0	0	0	0	3	0	0	3	3		3
Kickstart	0	0	0	0	131	-131	0	0	0		0
Transforming Towns Business Fund	0	0	0	0	23	-23	0	-0	-0		-0
Wellness	275	0	19	294	275	0	19	294	0		0
Swansea Bay City Deal	0	0	24	24	0	0	24	24	0		-0
Property	1,195	-91	-1,251	-146	1,025	-25	-1,251	-250	-104	4 posts currently vacant that will not be filled until next financial year. These vacancies and an underspend on supplies and services are covering a shortfall on income generated from external work undertaken.	-88
Commercial Properties	34	-463	537	108	101	-617	537	21	-86	High occupancy rates during year	-13
Provision Markets	623	-556	376	443	597	-517	376	456	13	Net shortfall in income across the portfolio due to low occupancy rates. Partially offset by underspends on premises and supplies and services costs.	33
Asset Sales	20	0	0	20	25	-5	0	20	-0		0
Operational Depots	356	0	-326	30	342	0	-326	16	-14	Underspend on various premises related costs	-28
Administrative Buildings	3,399	-796	-3,111	-508	3,418	-816	-3,111	-508	-0		-6
Industrial Premises	494	-1,519	940	-85	488	-1,591	940	-163	-78	High occupancy levels currently	-62
The Beacon	164	-144	50	70	157	-137	50	70	0		0
County Farms	79	-351	428	156	115	-321	428	222	66	Income target not met due to current economic climate as no scope to increase tenancy agreements at the moment (£34k). Additional property maintenance works undertaken £32k.	50
Livestock Markets	62	-114	3	-48	22	-91	3	-65	-17	One off additional income from Newcastle Emlyn Mart.	-4
Externally Funded Schemes	9,016	-9,013	323	327	8,828	-8,830	323	321	-6		-6
<b>Regeneration &amp; Property Total</b>	<b>17,878</b>	<b>-13,320</b>	<b>4,555</b>	<b>9,114</b>	<b>18,023</b>	<b>-13,658</b>	<b>4,555</b>	<b>8,920</b>	<b>-193</b>		<b>-89</b>

**Corporate Performance & Resources Scrutiny Report**  
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Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 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			
<b>Financial Services</b>											
Corporate Services Management Team	510	-142	-422	-54	541	-172	-422	-54	0		0
Accountancy	1,877	-478	-1,253	146	1,896	-466	-1,253	177	31	Additional Accountancy support costs	40
Treasury and Pension Investment Section	277	-200	-70	7	242	-187	-70	-16	-23	Additional income for work undertaken for Wales Pension Partnership £18k, along with other smaller underspends on supplies and services	-51
Grants and Technical	357	-114	-218	25	275	-50	-218	7	-18	Staff vacancy during year	-15
Payroll Control	97	0	-88	9	102	0	-88	14	5		4
Systems and Accounts Payable	581	-79	-457	44	546	-78	-457	11	-34	6 Vacant posts during the year. 2 currently vacant.	-34
Pensions	1,555	-1,469	-58	28	1,332	-1,246	-58	28	-0		-0
Audit Fees	325	-96	4	234	301	-96	4	209	-24	A proportion of audit fees are chargeable directly to grants	-24
Bank Charges	66	0	1	67	54	0	1	55	-12	Reduced costs following new bank contract	-13
Wales Pension Partnership	88	-86	0	3	68	-65	0	3	0		0
Miscellaneous Services	6,719	-125	1,698	8,292	6,283	-41	1,698	7,939	-353	£335k underspend on pre LGR pension costs along with a £18k underspend on Treasury Management expenses.	-350
<b>Financial Services Total</b>	<b>12,453</b>	<b>-2,788</b>	<b>-863</b>	<b>8,801</b>	<b>11,640</b>	<b>-2,402</b>	<b>-863</b>	<b>8,374</b>	<b>-427</b>		<b>-444</b>
<b>Revenues &amp; Financial Compliance</b>											
Procurement	638	-36	-551	51	576	-36	-551	-11	-62	Savings from staff member working reduced hours, maternity leave and a number of posts currently at lowest point on the salary scale	-61
Audit	511	-20	-463	27	460	-40	-463	-43	-71	3 posts currently vacant, that will not be filled until the new financial year £35k; Additional SLA income from Fire Service and Delta £20k; £16k underspend on supplies and services	-68
Risk Management	158	-1	-149	9	132	-1	-149	-17	-26	Staff member working reduced hours along with one off income generated.	-17
Business Support Unit	149	0	-81	68	141	0	-81	60	-8	2 staff members on lowest points of the scale	-8
Corporate Services Training	62	0	-59	3	13	0	-59	-47	-50	Less planned training during the year	-31
Cost of Living Grant - Discretionary	0	0	0	0	958	-958		0	0		0
Local Taxation	986	-763	528	750	1,014	-842	528	699	-50	Savings on 4 vacant posts to date this year. Three are still currently vacant and not going to be filled during this financial year. Some Agency cover has been used during the year following failure to recruit to these posts.	-52
Council Tax Reduction Scheme	17,249	0	78	17,327	16,873	0	78	16,951	-376	Underspend based on latest demand figures.	-349
Rent Allowances	41,323	-41,540	1,495	1,278	37,206	-37,289	1,495	1,412	134	Projections on expenditure based on 2021/22 claims	134
Rates Relief	289	0	5	294	205	0	5	210	-84	Low take-up anticipated in 2022/23. Based on current demand.	-84
Housing Benefits Admin	1,702	-753	-877	72	1,402	-632	-877	-107	-178	DWP Housing Benefit Admin grant received is £212k less than budget. There is a net £288k underspend on pay costs, due to 12 current vacant posts that will not be filled until the new financial year. These vacancies are offset by the cost of agency staff who have been covering some of these posts due to difficulties in recruiting replacements. We have also received £91k of additional one off grants from DWP during the year to complete specific projects, along with smaller underspends on supplies and services.	-155



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Division	Working Budget				Forecasted				Feb 2023	Notes	Dec 2022
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Forecasted Variance for Year £'000		Forecasted Variance for Year £'000
Revenues	1,033	-139	-755	138	1,124	-136	-755	233	95	£82k increase in bank charges over budget due to increased number of card payments. £77k one off essential software upgrade. Offset by short term vacant posts that are being covered by agency following failure to recruit, along with 4 current vacant posts, which will not be filled until next financial year.	114
<b>Revenues &amp; Financial Compliance Total</b>	<b>64,099</b>	<b>-43,252</b>	<b>-830</b>	<b>20,018</b>	<b>60,105</b>	<b>-39,934</b>	<b>-830</b>	<b>19,341</b>	<b>-677</b>		<b>-578</b>
<b>TOTAL FOR CORPORATE PERFORMANCE &amp; RESOURCES</b>	<b>115,673</b>	<b>-63,804</b>	<b>-5,832</b>	<b>46,037</b>	<b>111,139</b>	<b>-61,132</b>	<b>-5,832</b>	<b>44,175</b>	<b>-1,862</b>		<b>-1,705</b>

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<b>Capital Programme 2022/23</b>							
<b>Capital Budget Monitoring - Report for February 2023</b>							
	<b>Working Budget</b>			<b>Forecasted</b>			<b>Variance for Year</b>
<b>Department</b>	<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Net £'000</b>	<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Net £'000</b>	
<b>Public Housing</b>	49,975	-15,330	<b>34,645</b>	26,031	-15,653	<b>10,378</b>	<b>-24,267</b>
<b>Private Housing</b>	3,303	-415	<b>2,888</b>	3,303	-415	<b>2,888</b>	<b>0</b>
<b>Leisure</b>	1,567	-428	<b>1,139</b>	1,020	-248	<b>772</b>	<b>-367</b>
<b>Social Care</b>	2,099	-338	<b>1,761</b>	1,671	-272	<b>1,399</b>	<b>-362</b>
<b>Place &amp; Infrastructure</b>	30,088	-10,981	<b>19,107</b>	27,571	-12,452	<b>15,119</b>	<b>-3,988</b>
<b>Education &amp; Children</b>	24,029	-9,257	<b>14,772</b>	18,173	-6,105	<b>12,068</b>	<b>-2,704</b>
<b>Chief Executive</b>	2,080	0	<b>2,080</b>	553	-68	<b>485</b>	<b>-1,595</b>
<b>Regeneration</b>	33,868	-16,473	<b>17,395</b>	24,815	-13,252	<b>11,563</b>	<b>-5,832</b>
<b>TOTAL</b>	<b>147,009</b>	<b>-53,222</b>	<b>93,787</b>	<b>103,138</b>	<b>-48,465</b>	<b>54,673</b>	<b>-39,115</b>

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Capital Programme 2022/23								
Capital Budget Monitoring - Report for February 2023 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
<b>COMMUNITIES</b>								
- Public Housing	49,975	-15,330	34,645	26,031	-15,653	10,378	-24,267	
Sewage Treatment Works Upgrading	20	0	20	15	0	15	-5	
Internal and External Works (Property)	19,557	0	19,557	13,958	0	13,958	-5,599	Continuing supply chain and capacity issues.
Environmental Works (Housing Services)	450	0	450	283	0	283	-167	
Adaptations and Equalities Works (Building Services)	2,000	0	2,000	1,778	0	1,778	-222	Owing to limited contractor availability.
Programme Delivery and Strategy	1,056	0	1,056	1,070	0	1,070	14	
Housing Development Programme	25,791	0	25,791	8,927	-323	8,604	-17,187	Main Variances: Continuing supply chain issues with new builds -£6,748k - the purchase of new properties for buyback programme depends on the supply in the market for suitable properties in areas of demand, this will slip to 2023/24. Strategic Regeneration Projects -£1,739 owing to schemes being reprioritised following initial studies, -£6,314 Council New Builds: continuing issues with supply chains, delay with the appointment of delivery partner for Tyisha development -£1,629K, Self Build programme -£480k, and Assisted Living programme -£274k.
Retrofit and Decarbonisation	1,101	0	1,101	0	0	0	-1,101	Delays because of additional costs because of inflationary pressures.
MRA and IHP Grants Income	0	-15,330	-15,330	0	-15,330	-15,330	0	
- Private Housing	3,303	-415	2,888	3,303	-415	2,888	0	
Disabled Facilities Grant (DFG)	2,087	-47	2,040	2,087	-47	2,040	0	Work accelerated. Negative slippage to 2023/24.
ENABLE - Adaptations to Support Independent Living	594	-368	226	594	-368	226	0	
Empty Properties Initiatives	622	0	622	622	0	622	0	
- Leisure	1,567	-428	1,139	1,020	-248	772	-367	Slip to 2023/24.
Amman Valley Leisure Centre 3G Pitch	180	0	180	131	0	131	-49	Slip to 2023/24.
Oriol Myrddin Redevelopment	140	0	140	39	0	39	-101	Slip to 2023/24.
Libraries & Museums	398	0	398	370	0	370	-28	Slip to 2023/24.
Burry Port Harbour Walls	34	0	34	34	0	34	0	Project Complete.
Country Parks	815	-428	387	446	-248	198	-189	Slippage against phase 2 of the Pump Track.
- Social Care	2,099	-338	1,761	1,671	-272	1,399	-362	Slippage on the Learning Disability Accommodation. Projects to be delivered in future years.
<b>PLACE &amp; INFRASTRUCTURE</b>	30,088	-10,981	19,107	27,571	-12,452	15,119	-3,988	
Coastal Protection & Flood Defence Works	1,648	-1,379	269	632	-468	164	-105	Slip to 2023/24.
Fleet Replacement	2,173	0	2,173	177	0	177	-1,996	Slip to 2023/24.
Bridge Strengthening & Replacement	1,026	0	1,026	992	0	992	-34	Slip to 2023/24.
Road Safety Improvement Schemes	545	0	545	70	0	70	-475	Retained for future roads programme - Slip to 2023/24.
Highways Infrastructure	4,550	0	4,550	4,413	0	4,413	-137	Slip to 2023/24
Integrated Waste Strategy	1,590	0	1,590	2,158	-600	1,558	-32	Waste Strategy will be delivered in future years.
Cross Hands ELR	1,104	0	1,104	1,911	0	1,911	807	Funding needs to be identified.
Towy Valley Path	756	0	756	911	0	911	155	Budget Slipped to 2023/24.

Capital Programme 2022/23							Variance for Year £'000	Comment
Capital Budget Monitoring - Report for February 2023 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted				
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
Other Infrastructure Projects	12,408	-9,602	2,806	13,417	-11,384	2,033	-773	The main variances include: -£54k against Murray Street Car Park which is needed for future works, -£90k Trebeddrod Reservoir, -£347k Junctions - retained for future roads programme, -£62k Ammanford Infrastructure - slipped to 2023/24, £-£200k walking and Cycling.
Property	4,288	0	4,288	2,890	0	2,890	-1,398	Slippage against the capital maintenance programme - slip to 2023/24.
<b>EDUCATION &amp; CHILDREN</b>	<b>24,029</b>	<b>-9,257</b>	<b>14,772</b>	<b>18,173</b>	<b>-6,105</b>	<b>12,068</b>	<b>-2,704</b>	
Schools: General Projects, including Equality Act Works, Bus Bays, Mobile Class Provision	2,167	0	2,167	2,236	0	2,236	69	Additional Costs associated with Dyffryn Taf bus bays.
Sustainable Communities for Learning - Band A - Design Stage Schemes	200	0	200	102	0	102	-98	Delays with acquiring land for Laugharne Primary School.
Sustainable Communities for Learning - Band A - WG FBC Approved Schemes	3,960	-56	3,904	2,890	-56	2,834	-1,070	Slip to 2023/24.
Sustainable Communities for Learning - Band B - Design Stage Schemes	671	0	671	952	0	952	281	Accelerated costs for Heol Goffa
Sustainable Communities for Learning - Band B - WG FBC Approved Schemes	4,831	-4,060	771	4,093	-2,576	1,517	746	Pembrey slip to 2023/24
Infant Class Size	0	0	0	193	0	193	193	Penygroes - negative slippage to be funded by 2023/24 budget.
Welsh Language Immersion Centres	0	0	0	40	0	40	40	Additional Costs against Maes y Gwendraeth covered by MEP match funding.
School Buildings - Education Capital Grants - including Capital Maintenance, Rollout of free school meals and Use of facilities by the Community	9,979	-4,711	5,268	6,309	-3,111	3,198	-2,070	Slip to 2023/24.
Carmarthen Community Education Centre	325	0	325	308	0	308	-17	
Flying Start Capital Expansion Programme	253	-253	0	127	-126	1	1	
Childcare Offer Places	0	0	0	237	-237	0	0	
Play Opportunities Grant Projects	10	0	10	10	0	10	0	
Rhydygors Intermediate Care Project	965	0	965	420	0	420	-545	Slip to 2023/24.
Sustainable Communities For Learning - Match Funding Budget	460	-177	283	0	0	0	-283	Programme under development. Funding to slip to future years.
Other Projects with Minor Variances	208	0	208	256	1	257	49	Snagging against Dyffryn Aman.

Capital Programme 2022/23								
Capital Budget Monitoring - Report for February 2023 - Main Variances								
DEPARTMENT/SCHEMES	Working Budget			Forecasted			Variance for Year £'000	Comment
	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
<b>CHIEF EXECUTIVE</b>	<b>2,080</b>	<b>0</b>	<b>2,080</b>	<b>553</b>	<b>-68</b>	<b>485</b>	<b>-1,595</b>	
IT Strategy Developments	1,670	0	1,670	320	0	320	-1,350	Slip to 2023/24.
Purchase of Grillo Site, Burry Port	27	0	27	27	0	27	0	
Block 3, St David's Park	292	0	292	91	0	91	-201	Slip to 2023/24.
Glanamman Industrial Estate Redevelopment	85	0	85	41	0	41	-44	Slip to 2023/24.
Other Projects with Minor Variances	6	0	6	74	-68	6	0	Covid19 Hospitals.
<b>REGENERATION</b>	<b>33,868</b>	<b>-16,473</b>	<b>17,395</b>	<b>24,815</b>	<b>-13,252</b>	<b>11,563</b>	<b>-5,832</b>	
Swansea Bay City Region Projects	7,100	-7,100	0	8,494	-8,494	0	0	
County Wide Regeneration Funds	838	0	838	37	0	37	-801	Slip to 2023/24.
Cross Hands East Strategic Employment Site Phase 1	916	0	916	423	0	423	-493	Slip to 2023/24.
Cross Hands East Phase 2	165	-6	159	100	59	159	0	
Cross Hands East Plot 3 Development	7,002	-3,250	3,752	7,666	-3,914	3,752	0	
Carmarthen Town Regeneration - Jacksons Lane	5	0	5	5	0	5	0	
Carmarthen Old Town Quarter	691	0	691	0	0	0	-691	Detailed design to follow Greening Infrastructure masterplan outcome.
Pendine Iconic International Visitors Destination	3,863	0	3,863	4,234	-200	4,034	171	Leisure contribution from Maintenance.
Llandeilo Market Hall	2,242	0	2,242	2,242	0	2,242	0	
Ammanford Regeneration Development Fund	280	0	280	84	0	84	-196	Delays because of changes to State Aid rules.
Town Centre Loan Scheme	144	0	144	144	0	144	0	
TRI Strategic Projects - Market Street North	688	0	688	16	0	16	-672	Project delayed because plans were called in by Welsh Government planning division. Slipped to 2023/24.
TRI Strategic Projects - Former YMCA Building, Stepney Street, Llanelli	1,429	0	1,429	423	0	423	-1,006	Slip to 2023/24.
Transforming Town Centres Strategic Projects	290	0	290	0	0	0	-290	Slip to 2023/24. Some of the budget has been transferred to specific TRI projects.
Business Support for Renewable Energy Initiatives	100	0	100	44	0	44	-56	Forecast grant drawdowns based on expected spend profiles. Balance to slip to 2023/24.
Ten Towns Growth Plan	0	0	0	0	0	0	0	Budget Slipped to future years.
Place Making	1,680	-925	755	7	0	7	-748	Slip to 2023/24.
Levelling Up Fund - Carmarthen Hwb	6,192	-5,142	1,050	503	-503	0	-1,050	Slip to 2023/24.
Other Projects	243	-50	193	393	-200	193	0	Llanelli JV, Brilliant Basics.
<b>TOTAL</b>	<b>147,009</b>	<b>-53,222</b>	<b>93,787</b>	<b>103,138</b>	<b>-48,465</b>	<b>54,673</b>	<b>-39,115</b>	

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## Chief Executive

### Capital Budget Monitoring - Scrutiny Report For February 2023

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>Acquisitions of County Buildings</b>		<b>27</b>	<b>0</b>	<b>27</b>	<b>27</b>	<b>0</b>	<b>27</b>
Purchase of Grillo Site, Burry Port	Complete	27	0	27	27	0	27
<b>St David's Park</b>		<b>292</b>	<b>0</b>	<b>292</b>	<b>91</b>	<b>0</b>	<b>91</b>
St David's Block 3	Ongoing	292	0	292	91	0	91
<b>Industrial Redevelopments</b>	<b>Complete</b>	<b>85</b>	<b>0</b>	<b>85</b>	<b>41</b>	<b>0</b>	<b>41</b>
Glanamman Industrial Estate Redevelopment		85	0	85	41	0	41
<b>Cross Hands West JV</b>		<b>6</b>	<b>0</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>6</b>
Cross Hands West JV - Medical Centre	Ongoing	6	0	6	6	0	6
<b>Covid-19 - Field Hospitals</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>68</b>	<b>-68</b>	<b>0</b>
Covid-19 - Field Hospitals		0	0	0	68	-68	0
<b>IT Strategy Developments</b>	<b>Ongoing</b>	<b>1,670</b>	<b>0</b>	<b>1,670</b>	<b>320</b>	<b>0</b>	<b>320</b>
Digital Transformation		469	0	469	247	0	247
PSBA Network		143	0	143	5	0	5
Strategic Digital Initiatives		192	0	192	13	0	13
Corporate Wifi Environment/Meraki Broadband Hardware		205	0	205	20	0	20
Data Centre and Power		29	0	29	3	0	3
Voice Infrastructure		164	0	164	0	0	0
HWB for Schools Infrastructure Grant		374	0	374	11	0	11
Information Security and Governance		94	0	94	21	0	21
<b>NET BUDGET</b>		<b>2,080</b>	<b>0</b>	<b>2,080</b>	<b>553</b>	<b>-68</b>	<b>485</b>

Variance for Year £'000	Comment
0	
0	
-201	Slip to 2023/24.
-201	
-44	
-44	Slip to 2023/24.
0	
0	
0	
0	
-1,350	Slip to 2023/24.
-222	DTSG Programme has recommenced but some projects have been slow to restart for external reasons.
-138	Linked to City Deal Digital Programme.
-179	Hardware shortages and service restarts have delayed some initiatives.
-185	Replacement of Wi-Fi and networking has been put on hold pending a review of corporate buildings.
-26	Works scheduled for Ty Elwyn and decommissioning of County Hall. Slip to 2023/24.
-164	Developments on telephone system have been delayed pending the Contact Centre/Call Handling review, which will feed into the corporate voice strategy.
-363	Ongoing projects scheduled for 2023/24.
-73	Enhanced security product currently under review. Slip to 2023/24.
-1,595	

## Regeneration

## Capital Budget Monitoring - Scrutiny Report For February 2023

		Working Budget			Forecasted		
Scheme	Target Date for Completion	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>Llanelli JV General</b>	<b>Ongoing</b>	<b>38</b>	<b>0</b>	<b>38</b>	<b>58</b>	<b>-20</b>	<b>38</b>
Llanelli JV General		38	0	38	58	-20	38
<b>Swansea Bay City Region Projects</b>	<b>Ongoing</b>	<b>7,100</b>	<b>-7,100</b>	<b>0</b>	<b>8,494</b>	<b>-8,494</b>	<b>0</b>
SB City Region - Pentre Awel - Phase 1		5,100	-5,100	0	5	-5	0
SB City Region - Pentre Awel - Pre-Construction Works		0	0	0	4,989	-4,989	0
SB City Region - Pentre Awel - Construction		0	0	0	3,500	-3,500	0
Swansea Bay City Region - Llanelli Leisure Centre - New Development		0	0	0	0	0	0
SB City Region - Yr Egin - Ph2		2,000	-2,000	0	0	0	0
<b>County Wide Regeneration Funds</b>	<b>Ongoing</b>	<b>838</b>	<b>0</b>	<b>838</b>	<b>37</b>	<b>0</b>	<b>37</b>
Rural Enterprise Fund		215	0	215	37	0	37
Transformation Commercial Property Development Fund		411	0	411	0	0	0
Business Flood Relief & Infrastructure Fund		212	0	212	0	0	0
<b>Llanelli, Cross Hands &amp; Coastal Belt Area</b>		<b>8,083</b>	<b>-3,256</b>	<b>4,827</b>	<b>8,189</b>	<b>-3,855</b>	<b>4,334</b>
Cross Hands East Strategic Employment Site Ph1	Complete	916	0	916	423	0	423
Cross Hands East Plot 3 Development	May'23	7,002	-3,250	3,752	7,666	-3,914	3,752
Cross Hands East Phase 2	Complete	165	-6	159	100	59	159
<b>Ammanford, Carmarthen &amp; Rural Area</b>		<b>7,190</b>	<b>-50</b>	<b>7,140</b>	<b>6,674</b>	<b>-250</b>	<b>6,424</b>
Carmarthen Town Regeneration - Jacksons Lane (81086)		5	0	5	5	0	5
Laugharne Carpark	Ongoing	9	0	9	9	0	9
Pendine Iconic International Visitors Destination	May '23	3,863	0	3,863	4,234	-200	4,034
Ammanford Regeneration Development Fund	Mar '23	280	0	280	84	0	84
Llanelli Market Hall	Mar '23	2,242	0	2,242	2,242	0	2,242
Carmarthen Old Town Quarter Regeneration	Ongoing	691	0	691	0	0	0
Brilliant Basics Fund - Sustainable and Accessible Pendine Sands	Jun'22	100	-50	50	100	-50	50

Variance for Year £'000	Comment
0	Funded by JV.
0	
0	
0	Budget slipped to 2023/24.
0	
0	Budget slipped to 2023/24.
0	
-801	Slip to 2023/24.
-178	Current round of grant awards complete. £1,55k of funds slipped to 2023/24 for future rounds.
-411	Current round of grant awards complete. £2,500k of funds slipped to 2023/24 and balance will be slipped to 2023/24 for future rounds.
-212	Slip to 2023/24. Project to be launched next financial year.
-493	
-493	Slip to 2023/24.
0	Additional funding awarded by the Welsh Government.
0	
-716	
0	
0	Funded by Reserve.
171	Slip to 2023/24.
-196	Delays because of changes to State Aid rules.
0	Slip to 2023/24.
-691	Detailed design to follow Greening Infrastructure masterplan outcome.
0	

## Regeneration

## Capital Budget Monitoring - Scrutiny Report For February 2023

		Working Budget			Forecasted		
Scheme	Target Date for Completion	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
<b>Town Centre Loan Scheme</b>	<b>Mar'22</b>	<b>144</b>	<b>0</b>	<b>144</b>	<b>144</b>	<b>0</b>	<b>144</b>
Town Centre Loan Scheme		144	0	144	144	0	144
<b>Transforming Towns Strategic Projects (formerly known as TRI)</b>		<b>2,503</b>	<b>0</b>	<b>2,503</b>	<b>665</b>	<b>-130</b>	<b>535</b>
TRI Strategic Projects - Market Street North	Ongoing	688	0	688	16	0	16
TRI Strategic Projects - Former YMCA Building, Stepney Street, Llanelli	Jul '22	1,429	0	1,429	423	0	423
Transforming Towns (Green Infrastructure & Biodiversity) - Llanelli Library Green Wall	Jan '23	68	0	68	198	-130	68
Transforming Towns (Green Infrastructure & Biodiversity) - Carregamman Car Park Enhancements	Complete	28	0	28	28	0	28
TRI Strategic Projects	Ongoing	290	0	290	0	0	0
<b>Business Support for Renewable Energy Initiatives</b>	<b>Ongoing</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>44</b>	<b>0</b>	<b>44</b>
Business Support for Renewable Energy Initiatives		100	0	100	44	0	44
<b>Ten Town Growth Plan</b>	<b>Ongoing</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Place Making</b>	<b>Ongoing</b>	<b>1,680</b>	<b>-925</b>	<b>755</b>	<b>7</b>	<b>0</b>	<b>7</b>
Place Making		1,680	-925	755	7	0	7
<b>Leveling Up Projects</b>	<b>Ongoing</b>	<b>6,192</b>	<b>-5,142</b>	<b>1,050</b>	<b>503</b>	<b>-503</b>	<b>0</b>
Leveling Up Carmarthen Hwb		6,192	-5,142	1,050	503	-503	0
<b>NET BUDGET</b>		<b>33,868</b>	<b>-16,473</b>	<b>17,395</b>	<b>24,815</b>	<b>-13,252</b>	<b>11,563</b>

Variance for Year £'000	Comment
0	
0	One Loan expected in 2022/23. Further loans in future years.
-1,968	Slipped to 2023/24.
-672	Project Delayed. Slip to future years.
-1,006	Slipped to 2023/24. Spend to date in 2022/23 is in HRA element.
0	
0	
-290	Slip to 2023/24. Some of the budget has been transferred to specific TRI projects.
-56	Slip to 2023/24.
-56	Eight grant approvals awarded to date. The second-stage approvals slower than anticipated due to supply chain constraints.
0	Second stage applications being developed - anticipated that eight applications will be submitted by end of financial year. Expenditure slipped to 2023/24.
-748	Slip to 2023/24.
-748	
-1,050	Slip to 2023/24.
-1,050	
-5,832	

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**2022/23 Savings Monitoring Report**  
**Corporate Performance & Resources Scrutiny Committee**  
**16th June 2023**

1 Summary position as at : 28th February 2023

£67 k variance from delivery target

	2022/23 Savings monitoring		
	2022/23	2022/23	2022/23
	Target	Delivered	Variance
	£'000	£'000	£'000
Chief Executive	304	237	67
Corporate Services	180	180	0
	<b>484</b>	<b>417</b>	<b>67</b>

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

Managerial  
Policy

£67 k Off delivery target  
£0 k ahead of target

	MANAGERIAL			POLICY		
	2022/23	2022/23	2022/23	2022/23	2022/23	2022/23
	Target	Delivered	Variance	Target	Delivered	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	304	237	67	0	0	0
Corporate Services	180	180	0	0	0	0
	<b>484</b>	<b>417</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

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

DEPARTMENT	2021/22 Budget	FACT FILE	2022/23 Proposed	2022/23 Delivered	2022/23 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE
	£'000		£'000	£'000	£'000		

**Managerial - Off Target**

**Chief Executive**

People Management division	2,767	Includes Payroll, People Services, Organisational Development, Employee Wellbeing , HR Development Team, Business and Project Support	67	0	67	Focus is going to be on delivering the targets based on the realignment of OD, together with some additional income generation right across the division, this proving to be difficult as only have the staffing budgets to yield the efficiencies, and that is becoming more difficult as each year passes.	Saving not yet progressed
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<b>Chief Executive Total</b>			<b>67</b>	<b>0</b>	<b>67</b>		
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**Policy - Off Target**

NOTHING TO REPORT

DEPARTMENT	2021/22 Budget	FACT FILE	2022/23 Proposed	2022/23 Delivered	2022/23 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	

### Managerial - On Target

#### Chief Executive

Chief Executive, Business and Executive Support	237	Office of the Chief Executive, business and executive support	20	20	0	Reduction in supplies, e.g. photocopying / postages / vehicle hire & others.
Information Technology	4,088	ICT Services underpins and contributes towards all that the Council delivers both internally as an organisation and externally to service users and communities, independently or in partnership. It is a vital function providing innovative opportunities for improving services and achieving our priorities in an efficient and effective way. IT Services is pivotal as an enabler of change and a vehicle for driving forward transformational improvement to all services. As we continually strive to deliver our solutions in an efficient manner and in line with our key Digital Strategies (Digital Transformation Strategy, Digital Technology Strategy, Digital Schools Strategy) our major savings in future years however will have to be found from our staffing budget. The work the service does significantly contribute to financial savings being delivered from revenue budgets held across the Authority by other service areas.	20	20	0	To be met by reduction in travel and stationery.
Statutory services / Coroners	372	The Coroner is an independent Judicial Officer and discharges his duties in accordance with the Coroners Act 1988. He has a duty to investigate deaths reported to him where he has reasonable cause to suspect that the death was violent, unnatural or of unknown cause or which occurs in prison.	18	18	0	Although efficiencies can be identified in the Coroner budget, the following must be highlighted: JNC for Coroners' pay has been agreed - 1.5% pay rise for 2021/22 with effect from 1st April 2021. Current budget can cover this. 2021/22 and 2022/23 will see one jury inquest with costs of approx. £100k. Current review of amalgamation of the jurisdiction of Pembrokeshire/Carmarthenshire with Swansea/Neath Port Talbot is being picked up again post COVID, unknown at present whether this will cost more to Carmarthenshire or less.
Member Travel & Printing			27	27	0	Reduction in Travel & Printing following implementing of paperless meetings and Hybrid Meetings
Regeneration division	3,542	Regeneration is a key priority for the council. The Division provides Business, employability, grant funding and skills support and advice. We also deliver physical regeneration projects throughout the county, including the Swansea Bay City Deal Pentre Awel Life Science and Wellness Village planned for Delta Lakes. The Regeneration Division is responsible for the management of land assets (those within the economic/commercial portfolio) of the Council, taking a strategic commercial view to ensure the portfolio is managed to meet the Council's economic development needs. The Division is also responsible for the delivery of the Council's Net Zero Carbon agenda.	70	70	0	£20k - Anticipated increase in Income/reduction in operating costs on Administrative estate through New Ways of Working. £25k anticipated decrease in utility costs on administrative estate due to reduced occupancy through continued agile working. £10k reduction in community grants. £15k supplies within industrial estate budget.
Marketing & Media	1,914	Business Unit comprising of translation, marketing and tourism, contact centres, customer services, press and communications.	45	45	0	£20k reduction in event support scheme, we will look at better ways of helping communities develop their events through advice and promotion. £5k reduction in Tourist Information Centre costs as we hand back Castle House and relocate to the Hwb/Debenhams. £20k tourism marketing - reduction in printing and advertising.
Departmental travel as per Transformation Innovation Change team exercise		Cross departmental travel costs	17	17	0	£17k reduction in departmental travel budgets
Departmental printing as per Transformation Innovation Change team exercise		Cross departmental printing costs	20	20	0	£20k reduction in departmental printing budgets

#### Chief Executive Total

**237 237 0**

#### Corporate Services

##### Financial Services

PRE LGR Pension Costs	1,860	Cost of Pre LGR Pension Costs	100	100	0	Reduction in call on budget over time
Bank Charges	68	Cost of Authority's Banking arrangements	5	5	0	Reduction in bank charges following negotiation of new contract
Corporate Services Management Team	360	Departmental costs of Director, Head of Finance & Direct Support	10	10	0	Increase in external SLA income for work undertaken for Wales Pension Partnership
External Audit Fees	229	Cost of external audit fees	10	10	0	Reduction in external audit cost by maximising audit costs chargeable against grant schemes
<b>Total Financial Services</b>			<b>125</b>	<b>125</b>	<b>0</b>	

##### Revenues & Financial Compliance

Rates Relief	328	Cost to CCC of properties that are eligible and have successfully applied for discounts on their business rates	50	50	0	Demand is currently less than current budget provision
<b>Total, Revenues and Financial Compliance</b>			<b>50</b>	<b>50</b>	<b>0</b>	

##### Corporate Services General

General	12	Staff Travel	5	5	0	Reduction in staff travel by utilising technology
<b>Total Corporate Services General</b>			<b>5</b>	<b>5</b>	<b>0</b>	

#### Corporate Services Total

**180 180 0**

### Policy - On Target

**NOTHING TO REPORT**

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**CORPORATE PERFORMANCE & RESOURCES  
SCRUTINY COMMITTEE  
16<sup>TH</sup> JUNE 2023**

**CORPORATE PERFORMANCE & RESOURCES  
SCRUTINY COMMITTEE ANNUAL REPORT  
2022/23**

**To consider and comment on the following issues:**

- That members consider and approve the Corporate Performance and Resources Scrutiny Committee’s annual report for the 2022/23 municipal year.

**Reasons:**

- The Council’s Constitution requires scrutiny committees to report annually on their work.

**To be referred to the Cabinet / Council for decision: NO**

**Chair of Corporate Performance & Resources Scrutiny Committee: Councillor G. Morgan**

<p><b>Directorate:</b> Chief Executive’s</p> <p><b>Name of Head of Service:</b> Linda Rees-Jones</p> <p><b>Report Author:</b> Martin S. Davies</p>	<p><b>Designations:</b></p> <p>Head of Administration &amp; Law</p> <p>Democratic Services Officer</p>	<p><b>Tel Nos. / E-Mail Addresses:</b></p> <p>01267 224010 <a href="mailto:lrjones@carmarthenshire.gov.uk">lrjones@carmarthenshire.gov.uk</a></p> <p>01267 224027 <a href="mailto:MSDavies@carmarthenshire.gov.uk">MSDavies@carmarthenshire.gov.uk</a></p>
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## 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
Policy & Resources Scrutiny Committee Reports and Minutes	<b>Meetings from September 2015 onwards:</b> <a href="http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=170">http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=170</a>

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# Corporate Performance and Resources Scrutiny Committee

## Annual Report

2022 - 2023

**Scrutiny**  
in Carmarthenshire



[carmarthenshire.gov.uk](http://carmarthenshire.gov.uk)

Cyngor **Sir Gâr**  
**Carmarthenshire**  
County Council



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## **Chair's Foreword**

Welcome to the annual report for the Corporate Performance and Resources [formerly the Policy and Resources] Scrutiny Committee for the civic year 2022/2023. As Chairman I am pleased to present this report to you detailing the work undertaken by the committee in the last year.



Following the local elections in May 2022 a number of new members were appointed to serve on the Committee. As a consequence of the elections induction seminars related to the services provided by the County Council were held for all members and the first meeting of the Committee was therefore not held until October 2023.

We were again, during this year, subject to the Local Authorities (Coronavirus) (Meetings) (Wales) (Amendment) Regulations 2020 which came into force on the 22<sup>nd</sup> April 2020 allowing the Authority to make arrangements for meetings to take place remotely. Having been using remote video conferencing software since 2020 some council members were well versed in participating in this way, which has allowed us to continue monitoring standard and regular reports, as well as new policies and strategies being introduced by the County Council.

With the coronavirus still amongst us the Committee continued in its role to monitor sickness absence.

I am looking forward, once again, to the challenge of chairing this Committee in the coming year and with the assistance of my Vice Chair and the rest of the Committee I hope we will have a positive impact on the outcomes for the residents of Carmarthenshire. We will continue to work closely with the Council's senior managers and staff to ensure that it is a productive year ahead.

One of the most positive aspects of the past year has been the continued increase in members of the public tuning in to watch scrutiny meetings. Whilst the council continues to move back to a more hybrid style of holding meetings, with some members in council offices and others using technology from their home or work place I very much hope that the interaction between us as councillors and the public continues.

Finally, I would like to thank all members of the Committee and officers for their contributions and dedication during 2022/23.

**Cllr. Giles Morgan**  
**Chair of Policy and Resources Scrutiny Committee**

## 1. Introduction

Article 6.2 of the Council's Constitution requires all scrutiny committees to "*prepare an annual report giving an account of the Committee's activities over the previous year.*"

The main aims of the report are to highlight the work that has been undertaken by the Corporate Performance Resources Scrutiny Committee during 2022/23. It outlines the potential future work of the Committee. The document may also facilitate discussions on other items that could be included within future work programmes.

The Committee is chaired by Cllr. Giles Morgan and is made up of 13 Elected Members. Support is provided to the Panel by the Democratic Services Team and other Council officers as and when required.

This report provides an overview of the work of the Corporate Performance and Resources Scrutiny Committee during 2022/23 municipal year. It gives Members the opportunity to reflect on the achievements during the year and to identify what worked well and where improvements could be made. This analysis is instrumental in developing scrutiny.

## 2. Pre-decision Scrutiny

Scrutiny plays a key role in promoting accountability in the decision-making process of the Local Authority. It is also useful in ensuring that Council policies reflect current priorities, as well as promoting efficiency and encouraging partnership working with external agencies.

In order for Scrutiny Committees to take on greater ownership of their own Forward Work Plans, a pre-decision method of scrutiny was introduced in September 2022 which allows Scrutiny Committees to decide which reports from the Cabinet Forward Work Plan they wish to come before them. As per normal process Committees are also able to identify their own topics and Cabinet are still able to invite a Scrutiny Committee to scrutinise a decision which was in the pipeline.

## 3. Scrutiny remits

The Scrutiny Committee remits were updated by Council following the May 2023 elections and each Scrutiny Committee became responsible for the overview and scrutiny of specific Cabinet Portfolios and their respective services. The remit of the Corporate Performance and Resources Committee is attached as Appendix A.

## 4. Overview of the work of the Committee 2022/23

### 4.1 Number of Meetings

The Scrutiny Committee held 4 meetings in the 2022/23 Civic Year.



## 4.2 The Work Programme

The Scrutiny Committee develops its own Forward Work Programme (FWP) which, for 2022/23, was confirmed by the Committee on 19<sup>TH</sup> October 2022 following the local government elections on May 2022.

The Forward Work Programme (FWP) was mainly based on key areas identified as objectives within the Council's Corporate Strategy 2018-23 together with standard items such as performance and budget monitoring reports, action plan monitoring reports, and specific requests from the scrutiny committee itself. Additional reports were also requested by the scrutiny committee during the year and the Forward Work Programme was amended accordingly.

The development of the concept of the Forward Work Programme and the process for its agreement, has allowed each scrutiny committee to determine its own work agendas. The benefits of such an approach has led to an improved level of debate and input during scrutiny committee meetings.

The Well-being of Future Generations (Wales) Act 2015 put long term sustainability at the forefront of how public services are designed and delivered and it places emphasis on public bodies to work in partnership with each other and the public to prevent and tackle problems. The Act established Public Service Boards (PSB) for each Local Authority in Wales.

To ensure that PSBs are democratically accountable there was a requirement on Councils to designate an overview and scrutiny committee to scrutinise the work of the PSB. As the Council's designated Scrutiny Committee in this regard the Corporate Performance & Resources Scrutiny Committee has continued in its role of scrutinising the work of the PSB and holding it to account on its performance in meeting the objectives of the Local Well-Being Plan. In this regard the Committee regularly received the minutes of meetings of the PSB.

The following sections will provide a snapshot of the main areas of the Committee's work.

## 4.3 Revenue & Capital Budgets

The Committee received quarterly reports on the departmental and corporate revenue and capital budgets. These reports enabled members to monitor the level of spend in each area and the progress made in any capital works.

As well as monitoring the current budget the Committee was also consulted on the Revenue Budget Strategy 2023/24 to 2025/26. The report provided the Committee with the current proposals for the Revenue Budget for 2023/24 together with the indicative figures for the 2024/25 and 2025/26 financial years.

Members accepted the report and endorsed the Charging Digest.

The Committee was consulted on the Five -Year Capital Programme 2023/24 - 2027/28.

#### Outcome:

County Council approved the Revenue Budget Strategy and the Five-Year Capital Programme.

#### 4.4 Treasury Management and Prudential Indicator Reports

The Committee received updates outlining the activities within the Treasury Management Function, in line with the requirements of the Treasury Management Policy and Strategy approved by the County Council on the 2<sup>nd</sup> March 2022.

#### 4.5 Carmarthenshire County Council's Annual Report 2020/21

In October 2022 the Committee considered and endorsed the draft Carmarthenshire County Council's Annual Report 2020/21 together with the relevant Well-Being Objective [WBO] detailed reports relevant to the Corporate Performance and Resources Scrutiny.

#### 4.6 Carmarthenshire Public Services Board (PSB)

In October and December 2022 and January 2023 the Committee, as the designated scrutiny committee appointed to scrutinise the work of the PSB, considered the minutes of meetings of the Carmarthenshire Public Services Board.

#### 4.7 Sickness Absence Monitoring

In December 2022 the Committee considered the half-year Sickness Absence Monitoring for 2022/23 which detailed departmental sickness absence data and provided sickness absence monitoring data and an overview of the employee wellbeing support provided.

#### 4.8 TIC - Council's Transformation Programme

In December 2022 the Committee received a report which set out a vision/business case for the next phase of the Council's transformation and change (TIC) programme, which will be used to inform the development of a Transformation Strategy.

### 5. Other Scrutiny Activity

#### 5.1 Task and Finish

The Committee did not undertake a task and finish review during 2022/23.

#### 5.2 Site Visits

The Committee did not undertake any site visits during 2022/23.

#### 5.3 Development Sessions

The following member development sessions / member seminars were held during 2022/23:

- Attendance Management Development Session;

In addition to the above, several budget seminars were held during January as part of the Council's consultation process on the 2023/24 Revenue Budget and the five-year capital programme.

## 6. Challenges

In undertaking its work the Committee has faced several challenges, which have included items not being reported in line with the Forward Work Programme and the time lapse in receiving financial reports though the latter was being addressed insofar as financial procedures permitted.

## 7. Future Work

The Committee has made significant progress and will continue to concentrate on topics where Members' input will result in positive outcomes to drive forward service improvement. The future work of the Committee will be detailed in its Forward Work Programme which will continue to be monitored during the course of the forthcoming year.

## 8. Support for the Scrutiny Function

Support for Carmarthenshire County Council's Scrutiny function is provided by the Democratic Services Unit, based in the Administration & Law Division of the Chief Executive's Department. This includes:

- Providing support and constitutional advice to the Council's Scrutiny Committees and to members of those Committees as well as producing minutes of their meetings and ensuring items arising from those meetings are actioned
- Giving support and advice in relation to the functions of the Council's Scrutiny Committees to executive and non-executive members of the Council and its officers;
- Managing the strategic development of Scrutiny in Carmarthenshire through engaging in national and regional Scrutiny networks and initiatives, supporting the Chairs and Vice-Chairs of Scrutiny Forum, and the Scrutiny Chairs and Vice-Chairs Executive Board Forum;
- Advising and supporting the implementation of the requirements of the Local Government (Wales) Measure 2011 as guidance is published;
- Managing the co-ordination and development of the Scrutiny forward work programmes in conjunction with Scrutiny members;
- Managing and co-ordinating Scrutiny review work, including the operation of scrutiny task and finish groups, authoring reports in conjunction with the groups, and assisting in the implementation and monitoring of completed reviews;
- Managing the Scrutiny member development programme;
- Despatching agendas for Scrutiny Committee meetings a minimum of 4 working days prior to the meeting.

For more information on scrutiny in Carmarthenshire including work programmes, task and finish reports and annual reports, visit the County Council's website at: [www.carmarthenshire.gov.wales/scrutiny](http://www.carmarthenshire.gov.wales/scrutiny)

To contact the Democratic Services Unit, please call 01267 224028 or e-mail [scrutiny@carmarthenshire.gov.uk](mailto:scrutiny@carmarthenshire.gov.uk)

## 9. Attendance

Attendance by members of the Corporate Performance and Resources Scrutiny Committee during the 2022/23 year is shown in the table below. A total of 4 hybrid meetings (County Hall, Carmarthen and Zoom) were held between May 2022 and April 2023.

<b>Scrutiny Committee Member</b>	<b>No. of meetings attended out of possible 4</b>	<b>%</b>
Cllr. K. Broom	4	100%
Cllr. L. Davies	4	100%
Cllr. T. Davies	3	75%
Cllr. A. Evans	3	75%
Cllr. H.A.L. Evans	2	50%
Cllr. A.D. Harries	1	25%
Cllr. J. Hart up to 19/10/22	0	0
Cllr. R. James	4	100%
Cllr. D. Jones	4	100%
Cllr. M.J.A. Lewis	3	75%
Cllr. K. Madge	4	100%
Cllr. A.G. Morgan	4	100%
Cllr. D. Nicholas	1	25%
<b>Substitutes</b>	<b>No. of meetings attended</b>	
Cllr. P. Hughes Griffiths	1	
Cllr. H. Jones	1	
Cllr. D.E. Williams	2	
<b>CABINET MEMBERS</b>	<b>No. of meetings attended</b>	
Cllr. P.M. Hughes	2	
Cllr. A. Lenny	3	
Cllr. D. Price	1	

## 10. Glossary of Terms

CIPFA - The Chartered Institute of Public Finance and Accountancy

PSB - Public Service Board

FWP - Forward Work Programme

TIC - Transform, Innovate & Change

WCFG – Wellbeing of Future Generations Act (Wales) 2015

## APPENDIX 'A'

### Corporate Performance & Resources Scrutiny Committee Remit

TITLE	MEMBERS	RESPONSIBILITIES
Corporate Performance & Resources Scrutiny Committee	<u>13 Members</u>	The Scrutiny Committee is responsible for the scrutiny of Cabinet and the following Cabinet Portfolios and their respective service areas: <ul style="list-style-type: none"><li>• <a href="#">Leader</a></li><li>• <a href="#">Resources</a></li><li>• <a href="#">Organisation and Workforce</a></li></ul>

**Leader – Cllr Darren Price:**

Chair of Cabinet	Liaises with other political group leaders
Welsh Government Relations	Translation Services
Local Government Relations	City Deal Delivery
Represents Council at WLGA	Communications
Represents the Council on the Swansea Bay City Region	Determines Cabinet Portfolios
Marketing and Media	Public Services Board
Appoints Cabinet Members	Local Government and Elections (Wales) Act 2021
Liaises with Chief Executive	Partneriaeth Regional Service

**Cabinet Member for Resources – Cllr Alun Lenny:**

Finance Strategy and Budget	Procurement & Frameworks
Capital Programme	Savings Delivery
Property / Asset Management	Financial Services
Commissioning & Procurement	Community Benefits
Risk Management and Risk Planning	Council Tax
Housing Benefits	National Non-domestic Rates (NNDR)
Revenues	Strategic Finance (Corporate Projects)
Annual Governance Statement	

**Cabinet Member for Organisation and Workforce – Cllr Philip Hughes:**

Contact Centres and Customer Service Centres	Agile working
Equalities – policy and workforce	Health & Safety Policy Lead
Human Resources and Workforce Planning	Corporate Delivery of Priorities
Performance Management	Electoral Services
Business and Service Improvement	Coroners
Wales Audit	Registrars (Birth Deaths and Marriages)
Training – Learning and Development	Trade Union Engagement
I.C.T. Digital Service Delivery	Skills Development
T.I.C. (Transformation, Innovation and Change)	Regional Workforce Planning
Police relations	Skills and Talent Programme (City Deal)
Counterterrorism and Security Act 2015	Workforce Diversity
Armed Forces Champion	Community Leadership
Lord Lieutenancy	Community Centres

Community Cohesion and Tackling Extremism	Anti-Slavery and Ethical Employment Champion'
Core Values	Occupational Health
Employee Wellbeing	Complaints
Socio Economic Duty	



## **Generic Terms of Reference for all Scrutiny Committees**

In respect of matters which are relevant to their thematic and other responsibilities:

- (1) To develop and publish an annual forward work programme, identifying issues and reports to be considered during the course of a municipal year, taking into account the Council's Forward Work Programme.
- (2) To review and/or scrutinise decisions made or actions taken in connection with the discharge by the Cabinet and/or the Council of any of their functions and to make reports to the Council and/or the Cabinet in connection with the discharge of any functions.
- (3) To exercise the right to call-in decisions as set out in paragraph 6.7 of this Article.
- (4) To monitor performance of the Cabinet/Authority in delivering key targets and objectives through the receipt of regular performance monitoring reports.
- (5) To scrutinise the development and implementation of service business plans including the monitoring of progress against specified actions and targets.
- (6) To monitor progress in the undertaking of WPI reviews including the recommendation of future service options/performance targets to Cabinet/Council and the monitoring of subsequent action plans.
- (7) To undertake reviews as requested by the Cabinet in response to issues highlighted by the annual risk assessment.
- (8) To participate in consideration of the authority's budget-setting process.
- (9) To contribute to the Authority's policy development and review process including the proposing of amendments to the Cabinet and/or Council as appropriate. To receive requests from the Cabinet/Cabinet Members to contribute to the executive's decision making process by undertaking reviews of current policies/service provision and formulating views on proposed new policies or legislation.
- 10) To undertake independent research through Task & Finish Groups, One Day Inquiries etc. with the aim of supporting improvements in service delivery and contributing to the Council's policy development and reviews.

- 11) To undertake further independent research with the aim of supporting improvements in service delivery (to also undertake requests received from the Cabinet in this area).  
Updated at Council 22/10/2020
- 12) To refer issues to Cabinet / other Scrutiny Committees for consideration (supported by evidence based reports and proposals).
- 13) To consider any matter affecting the area or its inhabitants with respect to their specific remit.
- (14) To question members of the Cabinet and/or Committees and Chief Officers and partners about their views on issues and proposals affecting the area.
- (15) To prepare an Annual Report giving an account of the Committee's activities over the previous year.

### **Specific Additional Terms of Reference for the Corporate Performance & Resources Scrutiny Committee**

Where matters fall within the remit of more than one Scrutiny Committee, to determine the issue following consideration of the Committees' reports and presentations by the appropriate Chairs where the Chief Executive deems this appropriate.

To resolve any issues of dispute between scrutiny committees.

To contribute to the authority's policy development and review process in respect of corporate and cross-cutting issues.

To contribute to the development and monitoring of the Corporate and Community Strategies.

To scrutinise the Authority's Improvement Plan including specified performance targets.

To scrutinise and monitor the Council's overall performance against a set of key targets and objectives through receipt of regular performance monitoring reports.

To consider and contribute to the Council's response to reviews including the undertaking of cross-cutting reviews and scrutinising progress and issues emerging from annual risk assessment. (Note scrutiny provides the discussion and debate on which improvement depends, and audit provides assurance upon the fitness and operation of the council's systems and processes).

To monitor delivery of the Council's efficiency programme.

To scrutinise the work of the Carmarthenshire Public Service Board (in accordance with the requirements of the Well-being of Future Generations (Wales) Act 2015.

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## CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE 16 JUNE 2023

### SCRUTINY ACTIONS UPDATE

**Purpose: To apprise the Committee of actions taken in response to decisions made**

#### **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 Cabinet / Council for decision: NO**

#### **CABINET MEMBER PORTFOLIO HOLDER:- Not Applicable**

<p><b>Directorate:</b> Chief Executive <b>Name of Head of Service:</b> Linda Rees Jones</p> <p><b>Report Author:</b> Martin S. Davies</p>	<p><b>Designations:</b>  Head of Administration and Law</p> <p>  Democratic Services Officer</p>	<p><b>Tel Nos./ E Mail Addresses:</b></p> <p>01267 224010 <a href="mailto:lrjones@carmarthenshire.gov.uk">lrjones@carmarthenshire.gov.uk</a></p> <p>01267 224059 <a href="mailto:MSDavies@carmarthenshire.gov.uk">MSDavies@carmarthenshire.gov.uk</a></p>
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**EXECUTIVE SUMMARY**  
**CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE**  
**16 JUNE 2023**

**Scrutiny Actions 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.

<b>DETAILED REPORT ATTACHED?</b>	<b>YES</b>
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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 and Law**

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

**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 and 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**

<b>CABINET MEMBER PORTFOLIO HOLDER(S) AWARE/CONSULTED</b>	<b>N/A</b>
<b>NO</b>	

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**  
**THERE ARE NONE**



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## CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE 16 JUNE 2023

### FORTHCOMING ITEMS

#### The Scrutiny Committee is asked to:

- To note the forthcoming items to be considered at the next meeting of the Corporate Performance & Resources Scrutiny Committee to be held on the 19<sup>th</sup> July, 2023.

#### Reason:

- The Council's Constitution requires Scrutiny Committees, at the commencement of each municipal year, to develop and publish a Forward Work Plan which identifies the issues and reports which will be considered at meetings during the course of the year.

**To be referred to the Cabinet for decision: NO**

**Cabinet Member Portfolio Holder:** Cllr. D. Price (Leader), Cllr. A. Lenny (Resources), Cllr. P. Hughes (Organisation and Workforce)

<b>Report Author:</b> Martin S. Davies	<b>Designation:</b> Democratic Services Officer	<b>Tel No. / E-Mail Address:</b> 01267 224059 <a href="mailto:MSDavies@carmarthenshire.gov.uk">MSDavies@carmarthenshire.gov.uk</a>
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**EXECUTIVE SUMMARY**  
**CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE**  
**16 JUNE 2023**

**FORTHCOMING ITEMS**

The Council's Constitution requires Scrutiny Committees, at the commencement of each municipal year, to develop and publish a Forward Work Plan which identifies the issues and reports to be considered at meetings during the course of the year. When formulating the Forward Work Plan the Scrutiny Committee will take into consideration those items included on the Cabinet's Forward Work Programme.

The list of forthcoming items attached includes those items which are scheduled in the Corporate Performance & Resources Scrutiny Committee's draft Forward Work Plan which itself is to be considered at the next meeting, to be held on 19<sup>th</sup> July, 2023.

The published Cabinet Forward Work Plan, at the time of publication of this meeting pack, is attached to this report. However, as the Cabinet Forward Plan is updated on a regular basis, the most recent version is available to view in the following link:-

<https://democracy.carmarthenshire.gov.wales/mgListPlans.aspx?RPId=131&RD=0>

DETAILED REPORT ATTACHED?	YES: (1) List of Forthcoming Items (2) CP & R Scrutiny Committee Forward Work Plan (3) Cabinet Forward Work Plan
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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
<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

<b>CABINET MEMBER PORTFOLIO HOLDER AWARE / CONSULTED</b>	<b>YES</b>
<b>Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report: There are none.</b>	

## FORTHCOMING ITEMS TO BE CONSIDERED AT THE NEXT MEETING OF THE CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE TO BE HELD ON 19 JULY 2023

Agenda Item	Background	Reason for report
		<p>What is Scrutiny being asked to do? e.g. undertake a full review of the subject? Investigate different policy options? Be consulted on final proposals before decision making? Monitor outcomes /implementation?</p> <p><i>If the item is for information or for noting, can the information be provided in an alternative format i.e, via email?</i></p>
Annual Treasury Management and Prudential Indicator Report 2022-2023	The Council adopted the Treasury Management Policy and Strategy and the five year capital programme for 2022-2027 on the 2nd March 2022. This Annual Report lists the activities that took place in 2022-2023	The Committee has a key role to play in scrutinising the Treasury Management function within the Authority.
Public Service Board (PSB) Minutes May 2023	The Well-being of Future Generations (Wales) Act 2015 notes the requirement that a designated local government scrutiny committee is appointed to scrutinise the work of the PSB. In Carmarthenshire, the Council's Policy & Resources Scrutiny Committee has been designated as the relevant scrutiny committee.	To consider and scrutinise on the content of the PSB minutes.

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## Corporate Performance & Resources Scrutiny Committee – Forward Work Programme 2023/24

3 <sup>rd</sup> May 2023	16 <sup>th</sup> June 2023	19 <sup>th</sup> July 2023	18 <sup>th</sup> October 2023	12 <sup>th</sup> December 2023	January 2024 TBC	1 <sup>st</sup> March 2024	17 <sup>th</sup> April 2024
Corporate Performance & Resources Scrutiny Committee Forward Work Plan for 2023/24	Revenue & Capital Budget Monitoring Report 2022/23 (April – February)	Annual Treasury Management and Prudential Indicator Report 2022-2023	Revenue Budget Outturn Report 2022/23	Revenue & Capital Budget Monitoring Report 2023/24 (April – August)	Revenue Budget Strategy Consultation 2024/25 to 2026/27	Quarterly Treasury Management and Prudential Indicator Report 1st April 2023 to 31st December 2023	Revenue & Capital Budget Monitoring Report 2023/24 (April – December)
Chief Executive's Departmental Business Plan 2023/24.	Corp Perf & Resources Scrutiny Committee Annual Report 2022/23	May 2023 PSB minutes	Revenue & Capital Budget Monitoring Report 2023/24 (April-June)	Mid-Year Treasury Management and Prudential Indicator Report 1st April 2023 to 30th September 2023	Five Year Capital Programme 2024/25 - 2028/29	Revenue & Capital Budget Monitoring Report 2023/24 (April – December)	
Corporate Services Departmental Business Plan 2023/24.	Corp Perf & Resources Scrutiny Committee Actions and Referrals update		Quarterly Treasury Management and Prudential Indicator Report 1st April 2023 to 30th June 2023	Corp Perf & Resources Scrutiny Committee Actions and Referrals Update	Treasury Management Policy & Strategy 2024/25	Corp Perf & Resources & Resources Scrutiny Committee Actions and Referrals Update	
			July 2023 PSB minutes	September 2023 PSB minutes	Revenue and Capital Budget Monitoring Report 2023/24 (April - October)		
					November 2023 PSB minutes		

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## **CABINET/COUNCIL – FORWARD PLAN**

FOR THE PERIOD 1 JUNE 2023 TO 31 MAY 2024

<b>Subject</b>	<b>Report Summary</b>	<b>Decision Making Body and Dates</b>	<b>Is Exempt?</b>	<b>Cabinet Member Portfolio Holder (if applicable)</b>	<b>Responsible Director</b> <b>Report Author</b>
STREET NAMING AND NUMBERING POLICY	The report seeks to update on the preparation of the Street Naming and Numbering Policy. It sets out the responses received as part of the formal consultation on the policy and officer recommendations ahead of its formal adoption.	Cabinet  County Council 22 May 2023  21 Jun 2023	No	Cabinet Member for Rural Affairs and Planning Policy	Director of Place & Infrastructure Ian R Llewelyn, Forward Planning Manager IRLlewelyn@carmarthenshire.gov.uk  Rhodri Griffiths, Head of Place and Sustainability RDGriffiths@carmarthenshire.gov.uk
BURRY PORT HARBOUR PETITION TO FULL COUNCIL – UPDATE POSITION	The purpose of this report is to update Cabinet on the position at Burry Port Harbour, following a petition presented to full Council on the 25th January 2023.	Cabinet 19 Jun 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Director of Communities Ian Jones, Head of Leisure IJones@carmarthenshire.gov.uk

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CARMARTHEN WEST LINK ROAD	To approve the deed of variation	Cabinet 19 Jun 2023	No	Cabinet Member for Resources	Chief Executive Jason Jones (Head of Regeneration), Head of Regeneration JaJones@carmarthenshire.gov.uk
HEALTH AND CARE SYSTEM FOR WEST WALES: HOW FAR, HOW FAST?	The report outlines a response in West Wales to progressing integration. Specifically, the paper outlines an opportunity in Carmarthenshire to develop and implement a health and care system for older people based on 'what matters' to this population and will be fit for purpose now and into the future. It also considers alignment to the Ministerial Discussion Document known as 'Further, Faster' and its expectations.	Cabinet 19 Jun 2023	No	Cabinet Member for Health & Social Services	Director of Communities Rhian Matthews, Acting County Director, Hywel Dda University Health Board Rhian.Matthews@wales.nhs.uk
MODEL TEACHERS' PAY POLICY 2022/23	In order to comply with the requirements of the School Teachers Pay and Conditions (Wales) Document 2022, which requires every school to have a pay policy setting out how pay decisions are taken.	Cabinet 19 Jun 2023	No	Cabinet Member for Organisation & Workforce	Director of Education & Children, Chief Executive Julie Stuart, Senior Business Partner (HR) jstuart@carmarthenshire.gov.uk



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TACKLING POVERTY ACTION PLAN	The Council has prepared a tackling poverty action plan which incorporates its response to the cost of living crisis. The plan outlines actions to be taken by a range of Council services and steps to further our involvement with a range of external stakeholders.	Cabinet 19 Jun 2023	No	Deputy Leader and Cabinet Member for Homes	Chief Executive Noelwyn Daniel, Head of ICT and Corporate Policy ndaniel@carmarthenshire.gov.uk
THE MID & WEST WALES SAFEGUARDING CHILDREN & ADULTS BOARDS ANNUAL REPORT 2021-2022	This Annual Report provides an overview of the objectives and achievements of the Mid and West Wales Safeguarding Children & Adults Boards. It outlines the progress made against the outcomes set by CYSUR and CWMPAS as part of the Joint Annual Strategic Plan for the year 2021-2022.	Cabinet 19 Jun 2023	No	Cabinet Member for Health & Social Services	Director of Communities Jake Morgan, Director of Community Services jakemorgan@carmarthenshire.gov.uk
BURRY PORT PLACEMAKING PLAN	Work has been commissioned to undertake a Placemaking Plan for Burry Port in order to develop a plan which supports the growth and resilience of the town.	Cabinet 3 Jul 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Chief Executive Nicola Evans, Business Support Manager njevans@carmarthenshire.gov.uk
DEVELOPMENT FUND APPLICATION	To provide Cabinet with an update on the latest position of the Development Fund, and to seek Cabinet approval of a recent application to the Fund.	Cabinet 3 Jul 2023	No	Cabinet Member for Resources	Director of Corporate Services Randal Hemingway, Head of Financial

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					Services RHemingway@car marthenshire.gov.u k
EQUALITY AND DIVERSITY TASK & FINISH GROUP (BLACK, ASIAN, AND MINORITY ETHNIC) REPORT	A report to cabinet on the findings and recommendations of the Equality and Diversity Task	Cabinet 3 Jul 2023	No	Cabinet Member for Rural Affairs and Planning Policy	Chief Executive Llinos Jenkins, Cabinet Support Officer LISJenkins@carma rthenshire.gov.uk
PLOT 3 TROSTRE RETAIL PARK	Report outlining a revised development proposal for plot 3 Trostre Retail Park and sale terms for consideration.	Cabinet 3 Jul 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Chief Executive Jason Jones (Head of Regeneration), Head of Regeneration JaJones@carmarth enshire.gov.uk
PROPOSED DISPOSAL OF LAND HELD IN TRUST SITUATED NORTH OF AMMAN ROAD, LOWER BRYNAMMAN	To consider whether the disposal, by way of lease, of an area of land situated on the north side of Amman Road, Lower Brynamman, which the County Council holds upon trust for the purposes of a Charitable Scheme created on the 4th May, 1972 is in the best interest of the charity and, if so, to grant consent to the disposal.	Cabinet 3 Jul 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Director of Communities Ian Jones, Head of Leisure IJones@carmarth enshire.gov.uk

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SHARED PROSPERITY FUND: TACKLING TOWNS	To approve the projects earmarked for delivery through the Shared Prosperity Fund – Place Anchor - Tackling Towns project.	Cabinet 3 Jul 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Chief Executive Jason Jones (Head of Regeneration), Head of Regeneration JaJones@carmarthenshire.gov.uk
TENANT COMPENSATION POLICY	The report sets out our approach to when it may be appropriate to compensate a tenant who has suffered loss or inconvenience due to service failure. The policy will guide officers when dealing with council tenants ensuring a consistent approach.	Cabinet 3 Jul 2023	No	Deputy Leader and Cabinet Member for Homes	Director of Communities Jonathan Morgan, Head of Housing and Public Protection JMorgan@carmarthenshire.gov.uk
TENANT RECHARGE POLICY	Occasionally it may be necessary to recharge a tenant for work that we have carried out to the property which was the tenant responsibility under the tenancy agreement. The policy will guide officers when dealing with council tenant recharges, ensuring a consistent approach.	Cabinet 3 Jul 2023	No	Deputy Leader and Cabinet Member for Homes	Director of Communities Jonathan Morgan, Head of Housing and Public Protection JMorgan@carmarthenshire.gov.uk
STANDARDS COMMITTEE ANNUAL REPORT	As soon as reasonably practicable after the end of each financial year, a standards committee of a relevant authority must make an annual report to the authority in	County Council 12 Jul 2023	No		Chief Executive Robert Edgecombe, Legal Services Manager

Subject	Report Summary	Decision Making Body and Dates	Is Exempt?	Cabinet Member Portfolio Holder (if applicable)	Responsible Director / Report Author
	respect of that year.				RJEdgeco@carmarthenshire.gov.uk
10-YEAR SOCIAL SERVICES STRATEGY (PRE-CONSULTATION)	To provide members with a vision on how we will provide the statutory social services functions over the next decade. The document will detail the following areas; Introduction, Vision Statement, The services people receive, Social Work Models of care, Safeguarding, Integration and Partnerships , Workforce and an Action Plan	Cabinet 17 Jul 2023	No	Cabinet Member for Health & Social Services	Director of Communities Silvana Sauro, Performance, Analysis & Systems Manager ssauro@carmarthenshire.gov.uk
ANNUAL REPORT FOR THE WELSH IN EDUCATION STRATEGIC PLAN (WESP)	The Carmarthenshire 2022-32 WESP became operative on 1.9.22. The Local Authority is required to submit an annual progress report to Welsh Government. It's deemed pertinent to present this report to the Scrutiny process prior to WG submission.	Cabinet 17 Jul 2023	No	Cabinet Member for Education and Welsh Language	Director of Education & Children Aeron Rees, Head of Strategy and Learner Support jarees@carmarthenshire.gov.uk
CONSERVATION AREA APPRAISALS	This report sets out the work being undertaken to review ten designated Conservation Areas across the County. It identifies the outcome of the review and the subsequent consultation exercise including on the: •A character appraisal;	Cabinet 17 Jul 2023	No	Cabinet Member for Rural Affairs and Planning Policy	Director of Place & Infrastructure Rhodri Griffiths, Head of Place and Sustainability RDGriffiths@carmarthenshire.gov.uk

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	<ul style="list-style-type: none"> <li>•A boundary review and</li> <li>•A management plan.</li> </ul> <p>The report in setting out the above identifies the outcome of the public consultation exercise and the next steps including the processes required to amend any of the Conservation Area designations.</p>				
COVID 19 IMPACT ON CONTRACTORS - MAJOR WORKS	<p>A report will be produced to explore the financial impact on Contractors as a consequence of the Covid-19 pandemic. The report will establish the current contract provisions being enforced by the Authority compared against various government advice and relief procedures. To further inform stakeholders, the report will capture the potential implications for adopting and seek a decision on implementing contractor support mechanisms to mitigate the financial impact of Covid-19.</p>	Cabinet 17 Jul 2023	No	Cabinet Member for Transport, Waste and Infrastructure Services	Director of Place & Infrastructure Jason G. Jones, Property Maintenance Manager JGJones@carmarthenshire.gov.uk
ANNUAL TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 2022-	To provide members with an update on the treasury management activities for 2022-2023	Cabinet 4 Sep 2023	No	Cabinet Member for Resources	Director of Corporate Services Anthony Parnell, Treasury & Pension Investments Manager aparnell@carmarthenshire.gov.uk

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2023					enshire.gov.uk
COUNCIL ANNUAL REPORT 2022-23	The Annual Report provides an overview of Council performance during 2022-23. Under the Well-being of Future Generations (Wales) Act 2015 we are required to publish an Annual Report on our Well-being Objectives. In addition, under the Local Government and Elections Act (Wales) 2021 we have a duty to report on performance, based, on a self-assessment approach. This report aims to meet both these requirements in one document.	Cabinet 4 Sep 2023	No	Cabinet Member for Organisation & Workforce	Chief Executive Gwyneth Ayers, Corporate Policy and Partnership Manager GAyers@carmarthenshire.gov.uk
LOCAL TOILET STRATEGY	To consider the information contained within this report and to endorse Carmarthenshire County Council's draft Local Toilets Strategy. Approval is also sought to undertake a formal public consultation exercise with respect to the draft Local Toilets Strategy in line with statutory requirements.	Cabinet 4 Sep 2023	No	Cabinet Member for Transport, Waste and Infrastructure Services	Director of Place & Infrastructure Daniel John, Interim Head of Waste DWJohn@carmarthenshire.gov.uk
MINOR WORKS SCHEDULE OF RATES INCREASES	The report considers the inflationary increases applied on the Minor Works Framework from commencement and the impact on budgets	Cabinet 4 Sep 2023	No	Cabinet Member for Transport, Waste and Infrastructure Services	Director of Place & Infrastructure Jason G. Jones, Property Maintenance

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					Manager JGJones@carmarthenshire.gov.uk
PUBLIC SPACE PROTECTION ORDER (PSPO)	<p>The PSPO, which gives police powers to address alcohol-related anti-social behaviour and crime in Llanelli town centre, expires 30 September 2023.</p> <p>It is proposed to extend the Order. Its impact will be evaluated and consideration given to the current geographical boundary following consultation with key stakeholders between now and September 2023.</p>	Cabinet 4 Sep 2023	No	Cabinet Member for Organisation & Workforce	Chief Executive Gwyneth Ayers, Corporate Policy and Partnership Manager GAyers@carmarthenshire.gov.uk
ALTERNATIVE OUTDOOR EDUCATION OFFER	The purpose of this report is to review Carmarthenshire County Council's current Outdoor Education offer and to explore options for a re-modelled service within existing resources.	Cabinet 18 Sep 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Director of Communities Ian Jones, Head of Leisure IJones@carmarthenshire.gov.uk
SECOND HOMES AND HOLIDAY ACCOMMODATION IN CARMARTHENSIRE	To present a report highlighting the background and legislative and policy changes on the second homes and holiday accommodation and to highlight the consideration, evidence requirements and next steps in identifying and addressing the challenges for	Cabinet 18 Sep 2023	No	Cabinet Member for Rural Affairs and Planning Policy	Director of Place & Infrastructure Ian R Llewelyn, Forward Planning Manager IRLlewelyn@carmarthenshire.gov.uk

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	Carmarthenshire's communities.				
SHORELINE MANAGEMENT PLAN-2; AN UPDATE ON ITS DELIVERY.	As a member of the Swansea and Carmarthen Bay Coastal Engineering Group and a coastal risk management authority, Carmarthenshire have a duty to deliver actions within the SMP2. This report highlights CCC actions, the action owners and our progress and approach being taken to manage our coastline.	Cabinet 18 Sep 2023	No	Deputy Leader and Cabinet Member for Homes, Cabinet Member for Climate Change, Decarbonisation and Sustainability	Director of Place & Infrastructure Ben Kathrens, Flood Defence and Coastal Protection Manager BKathrens@carmarthenshire.gov.uk
TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2023 TO 30TH JUNE 2023	To provide members with an update on the treasury management activities from 1st April 2023 to 30th June 2023	Cabinet 18 Sep 2023	No	Cabinet Member for Resources	Director of Corporate Services Anthony Parnell, Treasury & Pension Investments Manager aparnell@carmarthenshire.gov.uk
WORKFORCE STRATEGY 2023-2026	Our Workforce Strategy describes how we plan to develop our current and future workforce to ensure they have the right skills, environment, and core values to deliver our Corporate Strategy.	Cabinet 18 Sep 2023	No	Cabinet Member for Organisation & Workforce	Chief Executive Paul R Thomas, Assistant Chief Executive (People Management & Performance) prthomas@carmarthenshire.gov.uk
CAPITAL	To provide an update of the latest	Cabinet	No	Cabinet Member for	Director of



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PROGRAMME 2023/24 UPDATE	budgetary position for the 2023/24 capital programme as at 30th June 2023	2 Oct 2023		Resources	Corporate Services Randal Hemingway, Head of Financial Services RHemingway@car-marthenshire.gov.uk
COUNCIL'S REVENUE BUDGET MONITORING REPORT	To provide the Cabinet with an update on the latest budgetary position as at 30th June 2023, in respect of 2023/24	Cabinet 2 Oct 2023	No	Cabinet Member for Resources	Director of Corporate Services Randal Hemingway, Head of Financial Services RHemingway@car-marthenshire.gov.uk
10-YEAR SOCIAL SERVICES STRATEGY (POST-CONSULTATION)	To provide members with a vision on how we will provide the statutory social services functions over the next decade. The document will detail the following areas; Introduction, Vision Statement, The services people receive, Social Work Models of care, Safeguarding, Integration and Partnerships , Workforce and an Action Plan	Cabinet 16 Oct 2023	No	Cabinet Member for Health & Social Services	Director of Communities Silvana Sauro, Performance, Analysis & Systems Manager ssauro@carmarthen-shire.gov.uk

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LEISURE, CULTURE AND OUTDOOR RECREATION STRATEGY – POST CONSULTATION	The document provides a framework for the service to work with key stakeholders to deliver a strategically aligned Leisure, Culture and Outdoor Recreation Strategy for the next 10 years.	Cabinet 16 Oct 2023	No	Cabinet Member for Regeneration, Leisure, Culture & Tourism	Director of Communities Ian Jones, Head of Leisure IJones@carmarthenshire.gov.uk
SERVICE CHARGE POLICY	The purpose of this report is to introduce a new Service Charge Policy. This Policy sets out our approach to setting and collecting service charges. The aim is to make sure that Service Charges are clear and shown to be reasonable, accountable and reflect actual costs.	Cabinet 16 Oct 2023	No	Deputy Leader and Cabinet Member for Homes	Director of Communities Jonathan Morgan, Head of Housing and Public Protection JMorgan@carmarthenshire.gov.uk
STATUTORY DIRECTOR OF SOCIAL CARE SERVICES' ANNUAL REPORT 2022/23	The Report examines each Service area within Social Care and shows how service strategies, actions, targets and service risks will be addressed and delivered operationally. It comprises an overview on how we have performed in 2022/23 and an assessment on the future, together with our strategic priorities for 2023/24.	Cabinet 16 Oct 2023	No	Cabinet Member for Health & Social Services	Director of Communities Silvana Sauro, Performance, Analysis & Systems Manager ssauro@carmarthenshire.gov.uk
A STRATEGIC PLAN FOR MANAGING OUR	To adopt pollinator-friendly land management practices on Council-managed land where there is no conflict	Cabinet 30 Oct 2023	No	Cabinet Member for Transport, Waste and Infrastructure Services	Director of Place & Infrastructure Rosie Carmichael,

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LAND FOR POLLINATORS IN CARMARTHENSHIRE	between these and the existing land use, and as agreed with clients (e.g. Housing) and the contractor (Grounds Maintenance). We will ensure the way we manage our grasslands is consistent with the climate and nature emergencies.				Rural Conservation Manager racarmichael@car marthenshire.gov.u k
INCENTIVE SCHEME FOR TENANTS	The use of incentive and reward schemes by social landlords underpins the wider approach to tenancy management. Incentives may be considered to encourage desired behaviour while rewards recognise such behaviour. The report sets out our approach to how we will reward tenants but also introduce an incentive scheme.	Cabinet 30 Oct 2023	No	Deputy Leader and Cabinet Member for Homes	Director of Communities Les James, Contracts and Service Development Manager LesJames@carmar thenshire.gov.uk
SUPPLEMENTARY PLANNING GUIDANCE - CARMARTHENSHIRE REVISED LOCAL DEVELOPMENT PLAN 2018 - 2033	To present a series of draft Supplementary Planning Guidance (SPG) to elaborate on and support the content of the Revised LDP for formal public consultation. Draft SPG to potentially include (subject to timing), but not limited to: Welsh Language, Landscape Character Assessments, Sites of Importance for nature Conservation	Cabinet 30 Oct 2023	No	Deputy Leader and Cabinet Member for Homes, Cabinet Member for Climate Change, Decarbonisation and Sustainability	Director of Place & Infrastructure Ian R Llewelyn, Forward Planning Manager IRLlewelyn@carma rthenshire.gov.uk
WASTE	The report provides an overview of the	Cabinet	No	Cabinet Member for	Director of Place &

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STRATEGY UPDATE	first phase implementation of Carmarthenshire's Waste Strategy 2021-2025, providing detail on the changes that have been implemented, recycling performance and strategy progress to date.	30 Oct 2023		Transport, Waste and Infrastructure Services	Infrastructure Daniel John, Interim Head of Waste DWJohn@carmarthenshire.gov.uk
BULKY WASTE REVIEW	This report will propose a cost effective, efficient bulky service for residents that will incorporate the waste hierarchy to ensure that more bulky waste can be reuse ahead of recycling and disposal. A review of the cost, number of bulks collected per item size, appointment management system and collection vehicle requirements for such a service.	Cabinet 13 Nov 2023	No	Cabinet Member for Transport, Waste and Infrastructure Services	Director of Place & Infrastructure Daniel John, Interim Head of Waste DWJohn@carmarthenshire.gov.uk
CAPITAL PROGRAMME 2023/24 UPDATE	To provide an update of the latest budgetary position for the 2023/24 capital programme, as at the 31st August 2023	Cabinet 13 Nov 2023	No	Cabinet Member for Resources	Director of Corporate Services Randal Hemingway, Head of Financial Services RHemingway@car-marthenshire.gov.uk
COUNCIL'S REVENUE BUDGET	To provide the Cabinet with an update on the latest budgetary position as at 31st August 2023, in respect of 2023/24	Cabinet 13 Nov 2023	No	Cabinet Member for Resources	Director of Corporate Services Randal

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MONITORING REPORT					Hemingway, Head of Financial Services RHemingway@car-marthenshire.gov.uk
CAPITAL PROGRAMME 2022/23 UPDATE	To provide an update of the latest budgetary position for the 2022/23 capital programme	Cabinet 27 Nov 2023	No	Cabinet Member for Resources	Director of Corporate Services Randal Hemingway, Head of Financial Services RHemingway@car-marthenshire.gov.uk
MID-YEAR TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT 1ST APRIL 2023 TO 30TH SEPTEMBER 2023	To provide members with an update on the treasury management activities from 1st April 2023 to 30th September 2023	Cabinet 27 Nov 2023	No	Cabinet Member for Resources	Director of Corporate Services Randal Hemingway, Head of Financial Services RHemingway@car-marthenshire.gov.uk
EQUESTRIAN	The Carmarthenshire Rights of Way	Cabinet	No	Cabinet Member for	Director of Place &

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STRATEGY	<p>Improvement Plan (ROWIP) 2019-2029 has been produced and published in accordance with section 60 of the Countryside and Rights of Way (CROW) Act (2000).  The ROWIP details Carmarthenshire’s plan for the strategic management, development, and improvement of the County’s Public Rights of Way network up until 2029.  During consultation with the Local Access Forum, The Forum identified a need for the local authority to commit to producing a Carmarthenshire Equestrian Strategy to recognise the access opportunities and challenges for horse riding and carriage driving across the County.  An Equestrian Strategy to ‘promote and develop an accessible network for equestrian use’ has therefore been published in the Carmarthenshire Rights of Way Improvement Plan 2019-2029.  The report sets out the proposal to adopt an Equestrian Strategy for Carmarthenshire.</p>	11 Dec 2023		Transport, Waste and Infrastructure Services	Infrastructure Steve Pilliner, Head of Transportation & Highways SGPilliner@carmarthenshire.gov.uk
HOUSING REVENUE ACCOUNT BUSINESS PLAN 2024-2027	THE HRA BUSINESS PLAN SETS OUT OUR PRIORITIES AND ACTIVITIES FOR NEW AND EXISTING COUNCIL HOMES FOR THE NEXT THREE YEARS. IT ALSO SETS OUR CAPITAL AND	Cabinet 11 Dec 2023	No	Deputy Leader and Cabinet Member for Homes	Director of Communities Dawn Rees, Business Support Officer

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	REVENUE BUDGETS AND CONFIRMS RENTAL LEVELS FOR TENANTS.				(Communities) dkrees@carmarthenshire.gov.uk
FLOOD RISK MANAGEMENT PLAN-2	S10.7 of the Flood and Water Management Act 2010 requires all Local Authorities to publish their Local Flood risk management strategy and plan. The strategy and plan (referred to as the flood risk management plan, FRMP-2) will clarify where we are now in terms of flood and coastal erosion risk management (FCERM), where we want to be in 2030 and how we will get there.	Cabinet 19 Feb 2024	No	Cabinet Member for Climate Change, Decarbonisation and Sustainability	Director of Place & Infrastructure Ben Kathrens, Flood Defence and Coastal Protection Manager BKathrens@carmarthenshire.gov.uk

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# CORPORATE PERFORMANCE & RESOURCES

## SCRUTINY COMMITTEE

**WEDNESDAY, 3 MAY 2023**

**PRESENT:** Councillor K.V. Broom (Chair) (In Person)

**Councillors (In Person):**

D. Nicholas

**Councillors (Virtually):**

T. Davies	A. Evans	H.A.L. Evans	D. Jones
M.J.A. Lewis	A. Leyshon	K. Madge	M. Thomas

**Also Present (In Person):**

Cllr. D. Price, Cabinet Member - Leader;  
Cllr. A. Lenny, Cabinet Member – Resources;

**Also Present (In Person):**

N. Daniel, Head of ICT and Corporate Policy;  
H. Pugh, Head of Revenues and Financial Compliance;  
P.R. Thomas, Assistant Chief Executive (People Management & Performance);  
T. Thomas, Principal Business Development Officer;  
A. Eynon, Principal Translator;  
R. Morris, Members Support Officer;  
M.S. Davies, Democratic Services Officer;

**Also Present (Virtually):**

G. Morgan, Head of Democratic Services  
M. Runeckles, Members Support Officer

**Chamber, County Hall, Carmarthen and remotely: 10.00 am - 11.10 am**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors L. Davies, R. James and A.G. Morgan.

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

Councillor	Minute Number	Nature of Interest
T. Davies*	5 – Chief Executive’s Department Divisional Delivery Plans – People Management;	Son’s partner worked in the Education & Children Department;
A. Evans	5 – Chief Executive’s Department Divisional Delivery Plans – Legal and Administration;	Mother worked in Democratic Services section;
M.J.A. Lewis*	5 – Chief Executive’s Department Divisional Delivery Plans – People Management;	Niece worked in the Education & Children Department;
K. Madge	5 – Chief Executive’s Department Divisional Delivery Plans – People Management;	Daughter worked in Social Services;
D. Nicholas	5 – Chief Executive’s Department	Daughter worked in

	Divisional Delivery Plans – People Management;	Planning Department.
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[\*Declaration made immediately prior to the item being discussed.]

**3. PUBLIC QUESTIONS**

No public questions had been received.

**4. CORPORATE PERFORMANCE & RESOURCES SCRUTINY COMMITTEE  
FORWARD WORK PLAN FOR 2023/24**

The Committee considered its Forward Work Programme for 2023/2024 prepared in accordance with the Council’s Constitution which required Scrutiny Committees to develop and publish annual forward work programmes identifying issues and reports to be considered at meetings during the course of the municipal year.

Members were reminded that at the informal meeting held in regard to the Committee’s draft Forward Work Programme there had been a consensus that in light of recently expressed concerns it might be appropriate for the Committee, initially, to receive a report and presentation on the operation of the Council’s contact centres at an informal session.

**UNANIMOUSLY RESOLVED**

**4.1 that the Corporate Performance and Resources Scrutiny Committee’s 2023/24 Forward Work Programme be endorsed;**

**4.2 that arrangements be made for the Committee to receive a report and presentation on the operation of the Council’s contact centres at an informal session.**

**5. CHIEF EXECUTIVE’S DEPARTMENT DIVISIONAL DELIVERY PLANS**

The Leader presented, for the Committee’s consideration, the Chief Executive’s Department’s Divisional Delivery Plans for 2023-24 encompassing:

- ICT and Corporate Policy;
- People Management;
- Legal and Administration;
- Electoral and Civil Registration;
- Marketing and Media/Translation Services;
- Business and Cabinet Support.

The Plans detailed the strategic actions and measures that the services would take to make progress against the Council’s Well-being Objectives, thematic priorities and service priorities.

Amongst the issues raised during consideration of the report/Plans were the following:

ICT and Corporate Policy

- Members were assured that cyber-security was taken extremely seriously and the Authority took a multi-faceted and robust approach to the prevention of cyber-attacks;

- In response to a comment the Head of ICT and Corporate Policy stated that over 90% of Freedom of Information requests were responded to within 20 working days;
- It was noted that the new Back-Office system and On-line Portal for greater Citizen Access and Self-Service would enable members of the public to receive feedback on issues/requests submitted by them;
- In response to a query the Leader stated that the Tackling Poverty Advisory Panel would be chaired by the Deputy Leader and Cabinet Member for Homes with membership on a cross-party politically proportionate basis. He stated that reports to the Panel could be made available to the Corporate Performance and Resources Scrutiny Committee if it wished. He thanked all members for their input into the tackling poverty agenda;

### People Management

[NOTE: Cllr. K. Madge, having earlier declared an interest in this Divisional Delivery Plan, remained in the meeting for its consideration.

Cllr. T. Davies declared an interest in this Divisional Delivery Plan as his son's partner worked in the Education & Children Department but remained in the meeting for its consideration.

Cllr. M.J.A. Lewis declared an interest in this Divisional Delivery Plan as a niece worked in the Education & Children Department but remained in the meeting for its consideration.]

- In response to a query regarding increasing demand on the Occupational Health team the Assistant Chief Executive (People Management) acknowledged that referrals, particularly to the well-being service, had increased as a result of covid. Referrals arising from long-covid issues remained low;
- It was acknowledged that the target of June 2023 to 'review relevant HR policies to support the development of a more flexible and dynamic workforce' was ambitious but managers were being provided with bespoke training particularly in regard to managing a post-pandemic 'hybrid' workforce which was both office and home based. It was hoped that flexibility would benefit individuals and the Authority;
- In response to question the Assistant Chief Executive (People Management) responded that he had asked the TIC team to review its programme specifically with the aim of strengthening the service. The hope was expressed that a properly resourced TIC team could possibly generate income;
- the Assistant Chief Executive (People Management), in response to a comment, stated that more data would be included in the Delivery Plan in regard to apprenticeships;

### Legal and Administration

[NOTE: Cllr A. Evans, having earlier declared an interest in this item, left the meeting during consideration of this item.]

- Reference was made to the 'Legal requirement to allow members to attend either physically or remotely (multi-location meetings)' and concern was expressed over the detrimental effect this had on the democratic process with some members having never met each other face to face. It was suggested that all members should at least be required to attend full Council in person. The Leader accepted this was a valid point but

reminded members that there was a statutory obligation on the Council to offer hybrid meetings, which had their pros and cons, for Councillors;

- It was noted that the Democratic Services Committee would shortly be considering a report on suggested improvements to the Councillors enquiry process;
- the Assistant Chief Executive (People Management) confirmed that the analysis of the current workforce to identify future workforce requirements, skills and competencies would also focus on succession management;

#### Electoral and Civil Registration

- Reference was made to the fact that the 2023-24 budget for 'Elections-County Council' appeared to be high for a year in which there would be no elections. The Head of ICT and Corporate Policy agreed to ascertain the reason and circulate the details to members;
- Concern was expressed over the new Voter ID requirements at Parliamentary polling stations and it was suggested that the Council should do all it could to publicise the issue in advance of the next elections. The Leader endorsed the concerns and commented that the Media and Marketing team would be involved in making the public aware of the requirements;\_

#### Marketing and Media/Translation Services

- In response to a query the Leader commented that the creation of a digital support toolkit to promote local events/festivals across the County would include rural areas and provide links to funding bodies;
- In response to a concern the Leader stated that he was acutely aware of the need to improve the time taken at Contact Centres to answer calls and additional resources had been made available over recent months.

**UNANIMOUSLY RESOLVED that the Chief Executive Department's Divisional Delivery Plans be received.**

#### **6. CORPORATE SERVICES DEPARTMENT DIVISIONAL DELIVERY PLANS**

The Cabinet Member for Resources presented, for the Committee's consideration, the Corporate Services Department's Divisional Delivery Plans for 2023-24 encompassing:

- Revenues and Financial Compliance Service Delivery Plan 2023-24;
- Financial Services Delivery Plan 2023-24.

The Plans detailed the strategic actions and measures that the services would take to make progress against the Council's Well-being Objectives, thematic priorities and service priorities.

Amongst the issues raised during consideration of the report/Plans were the following:

#### Revenues and Financial Compliance Service Delivery Plan 2023-24

- In response to a question the Head of Revenues & Financial compliance clarified that 'Local Taxation' in regard to the Budget 2023/2024 related specifically to the staffing costs of council tax – the recovery team for council tax and NNDR [National Non-Domestic Rates] and the NNDR

administration staff. Whilst some income was received for administration costs via subsidy not all the costs were covered. The income received also reflected the fees recovered when debts were repaid.

**UNANIMOUSLY RESOLVED that the Corporate Services Department's Divisional Delivery Plans be received.**

**7. FORTHCOMING ITEMS**

**UNANIMOUSLY RESOLVED that the list of forthcoming items to be considered at the next scheduled meeting be received.**

**8. MINUTES - 31ST MARCH 2023**

**UNANIMOUSLY RESOLVED that the minutes of the meeting held on the 31<sup>st</sup> March 2023 be signed as a correct record.**

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**DATE**

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