

## REPORT OF THE DIRECTOR OF CORPORATE SERVICES

PRELIMINARY EXECUTIVE BOARD 9th September 2019

## COUNCIL'S BUDGET MONITORING REPORT 2019/20

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 2020

Department	Working Budget				Actual				June 19
	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non Controllable	Total Net	Variance for Year
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	30,187	-12,443	-2,355	15,389	29,728	-11,587	-2,355	15,786	397
Communities	144,479	-56,790	10,770	98,459	147,084	-58,641	10,770	99,213	754
Corporate Services	77,610	-51,091	-199	26,320	76,879	-50,983	-199	25,697	-623
Education & Children (inc. Schools)	156,797	-16,607	26,106	166,295	163,923	-20,074	26,106	169,955	3,660
Environment	115,000	-71,527	11,898	55,371	121,718	-77,261	11,898	56,355	984
<b>Departmental Expenditure</b>	<b>524,074</b>	<b>-208,458</b>	<b>46,219</b>	<b>361,835</b>	<b>539,333</b>	<b>-218,546</b>	<b>46,219</b>	<b>367,006</b>	<b>5,172</b>
Capital Charges/Interest/Corporate				-20,497				-20,897	-400
<b>Levies and Contributions:</b>									
Brecon Beacons National Park				138				138	0
Mid & West Wales Fire & Rescue Authority				9,838				9,838	0
<b>Net Expenditure</b>				<b>351,314</b>				<b>356,085</b>	<b>4,772</b>
Transfers to/from Departmental Reserves									
- Chief Executive				0				-397	-397
- Corporate Services				0				311	311
- Environment				0				-984	-984
<b>Net Budget</b>				<b>351,314</b>				<b>355,015</b>	<b>3,702</b>

**Chief Executive Department**  
**Budget Monitoring - as at 30th June 2019**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 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	476	0	-738	-262	801	0	-738	63	325
People Management	4,337	-1,419	-2,457	461	4,458	-1,486	-2,457	515	54
ICT & Corporate Policy	5,620	-941	-4,710	-30	5,551	-904	-4,710	-63	-33
Admin and Law	4,170	-548	478	4,101	4,171	-483	478	4,167	67
Marketing & Media	2,692	-771	-1,510	411	2,573	-768	-1,510	295	-117
Statutory Services	1,269	-295	341	1,315	1,319	-342	341	1,318	3
Regeneration & Property	11,622	-8,469	6,240	9,393	10,855	-7,605	6,240	9,491	98
<b>GRAND TOTAL</b>	<b>30,187</b>	<b>-12,443</b>	<b>-2,355</b>	<b>15,389</b>	<b>29,728</b>	<b>-11,587</b>	<b>-2,355</b>	<b>15,786</b>	<b>397</b>

## Chief Executive Department - Budget Monitoring - as at 30th June 2019

### Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Chief Executive</b>						
Corporate Savings Target	-339	0	0	0	339	£290k Corporate Health & Safety efficiency proposal not yet implemented; £49k standby efficiency less than originally proposed.
Chief Executive Business Support Unit	562	0	548	0	-14	Part year vacant post
<b>People Management</b>						
Business & Projects Support	268	0	252	0	-16	Savings on supplies & Services
Payroll	665	-342	654	-342	-11	Vacant Post
Employee Well-being	699	-290	754	-274	72	Shortfall on proposed efficiency income target and unfunded post
<b>ICT</b>						
Welsh Language	180	-10	146	-9	-33	Vacant Post pending team review
<b>Admin and Law</b>						
Land Charges Administration	151	-294	114	-232	25	Reduction in income due to reduction in demand
Legal Services	1,637	-254	1,671	-251	38	Additional responsibility allowances not budgeted for
<b>Marketing &amp; Media</b>						
Marketing and Media	594	-366	657	-366	63	Overspend on salaries pending division restructure
Translation	522	-35	446	-35	-75	Part year vacant posts
Customer Services Centres	1,104	-336	1,000	-336	-104	Part year vacant posts
Marketing Tourism Development	343	-1	324	-1	-20	Part year vacant posts
Events	49	-28	62	-26	16	Overspend on events managed within underspend on Tourism Development above
<b>Regeneration &amp; Property</b>						
Commercial Properties	31	-594	53	-708	-92	High occupancy levels resulting in additional income
Provision Markets	566	-638	608	-643	37	Essential maintenance required in year at both Llanelli and Carmarthen Markets
Carbon Reduction Programme	0	0	100	0	100	Costs associated with the authority's commitment to reduce carbon in the forthcoming years
Administrative Buildings	2,819	-772	2,837	-740	50	Proposed rental income efficiency of £50k for Ty'r Nant is no longer achievable as building is in the process of being sold
Industrial Premises	529	-1,567	470	-1,589	-80	High occupancy levels resulting in additional income

**Chief Executive Department - Budget Monitoring - as at 30th June 2019**  
**Main Variances**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Livestock Markets	58	-205	17	-76	87	Anticipated shortfall in income collected at Nant Y Ci Mart
Other					16	
<b>Grand Total</b>					<b>397</b>	

**Department for Communities**  
**Budget Monitoring - as at 30th June 2019**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 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	57,026	-22,271	2,658	37,414	58,462	-23,241	2,658	37,880	467
Physical Disabilities	7,116	-1,362	204	5,958	6,934	-1,095	204	6,043	85
Learning Disabilities	36,256	-9,784	1,294	27,766	37,469	-10,857	1,294	27,905	139
Mental Health	9,473	-3,424	237	6,286	9,640	-3,577	237	6,300	14
Support	6,937	-3,104	986	4,819	6,964	-3,083	986	4,867	48
<b>Homes &amp; Safer Communities</b>									
Public Protection	3,170	-974	588	2,784	3,073	-900	588	2,761	-24
Council Fund Housing	9,147	-7,949	243	1,442	9,161	-7,939	243	1,466	24
<b>Leisure &amp; Recreation</b>									
Leisure & Recreation	15,354	-7,923	4,559	11,991	15,381	-7,950	4,559	11,991	0
<b>GRAND TOTAL</b>	<b>144,479</b>	<b>-56,790</b>	<b>10,770</b>	<b>98,459</b>	<b>147,084</b>	<b>-58,641</b>	<b>10,770</b>	<b>99,213</b>	<b>754</b>

## Department for Communities - Budget Monitoring - as at 30th June 2019

### Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Adult Services</b>						
<b>Older People</b>						
Older People - LA Homes	7,629	-4,830	7,746	-4,772	176	Cost of agency staff due to workforce recruitment issues in parts of the county and complexity of client need
Older People - Private/ Vol Homes	22,958	-11,657	23,571	-12,180	90	Performance data shows increased demographic pressure on demand in line with national information that shows a year on year increase in Older People of 3.4%pa. Preventative work continues to be reviewed to mitigate the effects of this
Older People - Private Home Care	7,496	-2,207	8,376	-2,875	212	There has been a significant increase in demand for domiciliary care that has only been partly offset by a fall in residential care placements. There is significant departmental work to monitor and manage demand by audit assessment practice and by continuing to promote independent living through Integrated Care Fund initiatives such as Releasing Time to Care resulting in lower demand eg for double handed care packages. We are currently reviewing whether this initiative requires additional resources to yield the necessary financial savings
<b>Physical Disabilities</b>						
Phys Dis - Commissioning & OT Services	587	-82	515	-82	-71	Vacancies within the Occupational Therapy Team: 1FTE Senior Practitioner; 1.5FTE Occupational Therapy Assistant; 1FTE Occupational Therapist offset by payments for Rotational Occupational Therapy from Hywel Dda
Phys Dis - Private/Vol Homes	703	-67	1,088	-294	158	Performance data shows pressure on demand as complexity of placement increases with this client group. Preventative work continues to be reviewed to mitigate the effects of this
<b>Learning Disabilities</b>						
Learn Dis - Employment & Training	1,261	-349	1,346	-303	132	Overspend on staffing in Coleshill Day Centre £30k due to complexity of clients. Collaboration with social enterprise for craft / reprovision of a day centre / transport is likely to be overspent in 2019/20
<b>Support</b>						
Adult Safeguarding & Commissioning Team	1,265	-21	1,288	0	45	Professional fees relating to increased number of Deprivation of Liberty Standards (DoLS) referrals
<b>Other Variances - Adult Services</b>					13	

## Department for Communities - Budget Monitoring - as at 30th June 2019

### Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Homes &amp; Safer Communities</b>						
<b>Public Protection</b>						
Air Pollution	124	-35	124	-18	17	Probable underachievement of income due to change in licence criteria resulting in cheaper licence requirements from that originally anticipated
Animal Welfare	80	-82	70	-56	15	Probable underachievement of income due to a combination of reduction in license take-up and charges unchanged from previous year
Licensing	341	-324	333	-305	10	Probable underachievement of income due to a combination of reduction in license take-up and charges unchanged from previous year
Public Health	276	-14	263	-14	-12	Underspend due to maternity leave
PP Business Support unit	149	0	133	0	-17	Underspend due to vacant posts (11k)
Safety	68	-10	57	-9	-11	Underspend of Fees
Other Poulic Protection	2,132	-511	2,093	-497	-26	
<b>Other Variances - Public Protection</b>					0	
<b>Council Fund Housing</b>						
Home Improvement (Non HRA)	756	-297	777	-292	26	Overspend on pay related costs
Other Council Fund Housing	8,391	-7,652	8,384	-7,647	-2	
<b>Other Variances - Council Fund Housing</b>					0	
<b>Leisure &amp; Recreation</b>						
Pendine Outdoor Education Centre	500	-333	426	-246	12	Forecast shortfall in income based on current bookings
Carmarthen Leisure Centre	1,567	-1,606	1,523	-1,548	14	Forecasting lower sales volumes in income to budget
Amman Valley Leisure Centre	846	-707	829	-742	-52	Forecasting higher sales volumes in income to budget
Sport & Leisure General	877	-58	881	-48	14	Free swim grant only currently approved for 6 months £14k

## Department for Communities - Budget Monitoring - as at 30th June 2019

### Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
Sport & Leisure South	170	-23	153	-23	-16	Part year staff vacancy
Llanelli Leisure Centre	1,275	-1,015	1,263	-993	11	Forecasting lower sales volumes in income to budget
Outdoor Recreation - Staffing costs	205	0	235	0	30	Operational staffing costs linked to implementation of restructure. This variance is likely to reduce once fully implemented
Archives General	133	-2	149	-2	16	Redundancy costs resulting from Service restructure
Arts General	68	0	25	0	-43	Vacant post being held pending Service review
St Clears Craft Centre	149	-105	137	-74	20	Forecast shortfall in income to budget in this newly established in-house catering facility
<b>Other Variance - Leisure &amp; Recreation</b>					-5	
<b>Grand Total</b>					<b>754</b>	



**Corporate Services Department**  
**Budget Monitoring - as at 30th June 2019**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 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	4,504	-2,083	-2,360	61	4,236	-2,115	-2,360	-238	-300
Revenues & Financial Compliance	4,842	-1,711	-2,129	1,002	4,645	-1,661	-2,129	856	-146
Other Services	68,264	-47,297	4,289	25,257	67,998	-47,207	4,289	25,080	-177
<b>GRAND TOTAL</b>	<b>77,610</b>	<b>-51,091</b>	<b>-199</b>	<b>26,320</b>	<b>76,879</b>	<b>-50,983</b>	<b>-199</b>	<b>25,697</b>	<b>-623</b>

## Corporate Services Department - Budget Monitoring - as at 30th June 2019

### Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Financial Services</b>						
Chief Officer	348	-61	322	-61	-27	Additional income from arrangement to act as S151 officer for Mid and West Wales Fire
Accountancy	1,721	-430	1,470	-423	-244	Number of vacant posts currently in the section
Treasury and Pension Investment Section	251	-178	229	-178	-22	Vacant posts
<b>Revenues &amp; Financial Compliance</b>						
Procurement	529	-33	462	-33	-66	Vacant posts
Audit	596	-19	569	-19	-27	Vacant posts
Risk Management	144	-0	180	-0	36	Cost of maternity cover within section
Local Taxation	922	-735	906	-735	-16	Vacant posts
Housing Benefits Admin	1,648	-751	1,547	-751	-102	Vacant posts
Revenues	866	-173	845	-123	29	Past year income efficiency relating to credit card charges no longer achievable as a result in a change in legislation
<b>Other Services</b>						
Audit Fees	310	-90	203	0	-17	High proportion of audit fees chargeable directly to grants
Miscellaneous Services	4,888	-117	4,738	-117	-151	Reduction in Pre LGR pension costs
<b>Other Variances</b>					-15	
<b>Grand Total</b>					<b>-623</b>	

**Department for Education & Children**  
**Budget Monitoring - as at 30th June 2019**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 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>	<b>108,216</b>	<b>0</b>	<b>0</b>	<b>108,216</b>	<b>111,217</b>	<b>0</b>	<b>0</b>	<b>111,217</b>	<b>3,001</b>
Director & Strategic Management	1,322	0	-94	1,228	1,308	0	-94	1,214	-14
Education Services Division	9,027	-1,830	20,440	27,636	9,951	-2,313	20,440	28,078	442
Access to Education	8,748	-5,953	2,167	4,962	8,755	-5,803	2,167	5,120	157
School Improvement	2,747	-562	463	2,648	2,801	-612	463	2,652	4
Curriculum & Wellbeing	4,479	-2,856	567	2,190	6,758	-4,997	567	2,328	138
Children's Services	22,259	-5,406	2,563	19,415	23,133	-6,349	2,563	19,346	-69
<b>TOTAL excluding schools</b>	<b>48,581</b>	<b>-16,607</b>	<b>26,106</b>	<b>58,079</b>	<b>52,706</b>	<b>-20,074</b>	<b>26,106</b>	<b>58,738</b>	<b>659</b>
<b>GRAND TOTAL</b>	<b>156,797</b>	<b>-16,607</b>	<b>26,106</b>	<b>166,295</b>	<b>163,923</b>	<b>-20,074</b>	<b>26,106</b>	<b>169,955</b>	<b>3,660</b>

**Department for Education & Children - Budget Monitoring - as at 30th June 2019**  
**Main Variances**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Schools Delegated Budgets</b>						
Primary schools	56,252	0	57,452	0	1,200	Based on schools' working budgets received for 2019/20. Deficit budget submissions are included subject to approval of recovery plans by LA
Secondary schools	48,101	0	49,501	0	1,400	
Special Schools	3,864	0	4,264	0	400	
<b>Education Services Division</b>						
School Expenditure not currently delegated	101	0	160	0	59	Closing balances from 2 primary schools closed April 2019
School Redundancy & EVR	2,013	0	2,090	0	78	Forecast based on business cases approved to date. Schools are supported and challenged on staffing structure proposals
Early Years Non-Maintained Provision	360	0	341	0	-19	Forecast based on current demand for places for 3 year olds in non maintained settings
Special Educational Needs	2,981	-1,548	3,491	-1,952	106	Forecast based on existing known commitments. Demand for Teaching Assistant support has increased
Education Other Than At School (EOTAS)	2,001	-283	2,276	-322	235	Increasing demand from schools for alternative provision £164k and an increase in home tuition £71k
<b>Access to Education</b>						
School Modernisation	112	-5	214	-30	77	School transport recharges from school reorganisations £25k; Premises costs relating to closed schools £52k
School Meals & Primary Free Breakfast Services	8,382	-5,947	8,300	-5,773	92	Budget pressures across the service especially sickness cover, kitchens' maintenance and food price increases. A strategic review of meal provision is on-going to identify service efficiencies

**Department for Education & Children - Budget Monitoring - as at 30th June 2019**  
**Main Variances**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Curriculum and Wellbeing</b>						
Music Services for Schools	101	0	1,135	-893	142	SLA income from schools has reduced with greater expediency than the progress with staff restructuring
<b>Children's Services</b>						
Commissioning and Social Work	6,752	-79	6,903	-144	86	Increased number of legal cases based on year to date.
Fostering Services & Support	3,831	0	3,741	0	-90	Part year vacant posts -£50k and maximisation of grants to release core budget - £40k
Out of County Placements (CS)	717	0	614	0	-103	Forecast based on actual placements with no contingency included
<b>Other Variances</b>					-3	
<b>Grand Total</b>					<b>3,660</b>	

**Environment Department**  
**Budget Monitoring - as at 30th June 2019**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget				Forecasted				June 19 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	
Buisness Support & Performance	33	-96	146	83	-12	-96	146	37	-46
Waste & Environmental Services	24,294	-4,533	1,264	21,025	24,494	-4,422	1,264	21,337	312
Highways & Transportation	50,415	-30,505	9,597	29,507	50,313	-30,154	9,597	29,757	250
Property	36,160	-34,104	606	2,662	42,889	-40,818	606	2,677	15
Planning	4,099	-2,288	284	2,094	4,033	-1,771	284	2,546	452
<b>GRAND TOTAL</b>	<b>115,000</b>	<b>-71,527</b>	<b>11,898</b>	<b>55,371</b>	<b>121,718</b>	<b>-77,261</b>	<b>11,898</b>	<b>56,355</b>	<b>984</b>

## Environment Department - Budget Monitoring - as at 30th June 2019

### Main Variances

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19 Forecasted Variance for Year £'000	Notes
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000		
<b>Business Support &amp; Performance</b>						
Business Support	-140	-36	-171	-36	-31	A few vacant posts estimated during the year
Departmental - Core	58	0	68	0	10	Contribution towards the Health and Wellbeing co-ordinator
<b>Waste &amp; Environmental Services</b>						
SAB - Sustainable Drainage approval Body Unit	110	-110	107	-82	25	Projected income of £40k however pay costs are significantly higher. Pre application charges are presumed to be implemented in Q3
Public Conveniences	571	-12	550	-13	-22	Capital repayment element deducted from Danfo final quarter cost due to end of contract term. New contract will be cleansing & management only
Cleansing Service	2,396	-115	2,450	-115	54	Service reviews have commenced to look at ways of reducing costs within the cleansing service
Waste Services	15,428	-1,293	15,606	-1,302	169	Clinical waste is showing a £43k overspend as a result of the service transfer postponement due to complexity of ensuring a service for all users; £29k additional trade waste costs as the service transfer is not yet fully completed; and £93k for increased operational costs within refuse collection
Green Waste Collection	501	-336	479	-258	56	The green waste collection service is not yet self-financing. We did not anticipate to break even this financial year, as per the original business plan, but we are on track with growing the service as anticipated, with a view to being break even in future years
Urban Parks	41	-1	72	-1	31	Parc Howard - estimated same level of works carried out in 2019/20 as in 2018/19
<b>Highways &amp; Transportation</b>						
School Transport	10,984	-1,102	11,195	-1,099	214	Increase in SEN pupil numbers and costs
Car Parks	2,187	-3,228	1,906	-2,921	26	Reduction in income due to loss of spaces at St Peter's Car Park
<b>Property</b>						
Facilities Management - Corporate Buildings	358	0	373	0	15	Deficit to be offset by a virement of budget from Administrative Buildings to be undertaken in Q2. The Administrative Buildings budget has historically subsidised this budget line so, following the transfer of the Asset Management Service to the Chief Executive's department, a budget transfer is required.

**Environment Department - Budget Monitoring - as at 30th June 2019**  
**Main Variances**

PRELIMINARY EXECUTIVE BOARD 9th September 2019

Division	Working Budget		Actual		June 19	Notes
	Expenditure	Income	Expenditure	Income	Forecasted Variance for Year	
	£'000	£'000	£'000	£'000	£'000	
<b>Planning</b>						
Minerals	353	-225	301	-182	-10	Underspend on employee costs due to one member of staff currently on Maternity leave.
Policy-Development Planning	567	0	582	0	15	Overspend due to projected non-achievement of income - no longer carrying out consultancy work for other Depts. etc.
Development Management	1,536	-1,274	1,538	-783	493	WG set planning fees, but across Wales there is recognition that full cost recovery of planning services will not be achieved from planning fees alone. Most LPAs only cover on average 60% of their costs of delivering the development management service through fees, and the last increase in fees was in 2015. WG expect that at least part of the Development Management function should be met by Local Authorities themselves – to encourage development to come forward. Currently Carmarthenshire's Development Management section is budgeted to fund 78% of its costs through fees generated, this is currently being reviewed. WG have committed to review fees, but there is no known timetable for this workstream.
Tywi Centre	34	-34	120	-156	-36	Projected surplus being generated from running training courses at the Tywi Centre
<b>Other Variances</b>					-25	
<b>Grand Total</b>					<b>984</b>	