

Legal and Regulatory Services /
Gwasanaethau Cyfreithiol a Rheoleiddiol
Direct line / Deialu uniongyrchol: 01656 643147
Ask for / Gofynnwch am: Andrew Rees

Our ref / Ein cyf:
Your ref / Eich cyf:

Date / Dyddiad: 18 June 2015

Dear Councillor,

CORPORATE RESOURCES & IMPROVEMENT OVERVIEW & SCRUTINY COMMITTEE

A meeting of the Corporate Resources & Improvement Overview & Scrutiny Committee will be held in Committee Rooms 1/2/3, Civic Offices Angel Street Bridgend CF31 4WB on **Wednesday, 24 June 2015 at 2.00 pm.**

AGENDA

1. Apologies for Absence
To receive for apologies for absence (to include reasons, where appropriate) from Members / Officers.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members Code of Conduct adopted by Council from 1 September 2008 (including Whipping Declarations).
3. Approval of Minutes 3 - 6
To receive for approval, the minutes of the meeting of the Corporate Resources & Improvement Overview and Scrutiny Committee of 23 April 2015.
4. Financial Performance 2014-15 7 - 32
Invitees:
Ness Young – Corporate Director Resources
Cllr M Gregory – Cabinet Member Resources
All Overview and Scrutiny Committee Chairs
All Corporate Directors
5. Forward Work Programme 2015-16 33 - 44
6. Corporate Parenting Cabinet Committee Champion Update 45 - 48
7. Corporate Parenting Champion Update and Budget Research and Evaluation Panel Nomination Report 49 - 52

8. Forward Work Programme Update

53 - 56

9. Urgent Items

To consider any items of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Yours faithfully

P A Jolley

Assistant Chief Executive Legal and Regulatory Services

Distribution:

Councillors:

G Davies
GW Davies MBE
E Dodd
CA Green

Councillors

EM Hughes
RC Jones
DRW Lewis
JR McCarthy

Councillors

CL Reeves
M Reeves
JC Spanswick
G Thomas

MINUTES OF A MEETING OF THE CORPORATE RESOURCES & IMPROVEMENT OVERVIEW & SCRUTINY COMMITTEE HELD IN COMMITTEE ROOMS 2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON THURSDAY, 23 APRIL 2015 AT 2.00 PM

Present:

Councillor M Reeves - Chairperson

Councillors

G Davies
GW Davies MBE
E Dodd
CA Green

Councillors

DM Hughes
E M Hughes
C L Jones
RC Jones

Councillors

DRW Lewis
J R McCarthy
CL Reeves
HM Williams

Invitees:

Councillor M Gregory	Cabinet Member (Resources)
D Mepham	Chief Executive
N Young	Corporate Director – Resources and Section 151 Officer
L Skilton	Principal Transformation Officer

Officers:

K Hirons	Scrutiny Officer
A Rees	Senior Democratic Services Officer
S Daniel	Democratic Services Officer

145. APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Member for the reasons so stated:

Councillor Cheryl Green - Unwell

146. DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

Councillor John Spanswick declared a prejudicial interest in item 4 – Bridgend Change Programme, paragraph 4.8.26 as he has a family member who works in Adult Social Care

Councillor Edith Hughes declared a personal interest in item 4 – Bridgend Change Programme, paragraph 4.8.30 as she is Chair of Heronsbridge Community School

Councillor G Davies declared a prejudicial interest in item 4 – Bridgend Change Programme, paragraph 4.8.3 as a family member is employed in Cultural Services and withdrew from the meeting during consideration of this part of the report.

147. APPROVAL OF MINUTES

RESOLVED: That the minutes of a meeting of the Corporate Resources and Improvement Overview and Scrutiny Committee held on the 26 February 2015 were approved as a true and accurate record

148. BRIDGEND CHANGE PROGRAMME

The Principal Transformation Officer provided the Committee with an update on the Bridgend Change Programme which had changed significantly since the last report on 5 June 2014.

He advised Members that in December 2014 changes were made to the responsibilities of the Corporate Directors so that the Corporate Director for Wellbeing assumed direct line management responsibility for Children's Social Care and became Director of Social Services and Wellbeing and the Corporate Director for Children retained the responsibilities for Education and Family Support, but also assumed the corporate lead responsibility for the Transformation programme and became known as the Director of Education and Transformation.

Members questioned the scope of the Cultural Trust and whether establishing a separate arrangement for Wood B and B Leaf would be a better option. Members were also concerned about the projects being encouraged to take a commercial approach to their work. The Cabinet Member Resources informed the Committee that establishing an alternative provider could give the projects a better chance of being sustainable. The explained the reason for the trust taking a commercial approach is that it has to be self-sufficient as the funding for the project had now come to an end. The Chief Executive commented on the importance of the mix of services to be included in the Trust being right to enable it to succeed.

A Member asked if the Authority is confident that the £437k saving in 2015-16 will be met in relation to different models of service delivery being explored for Parks Pavilions Disposal/ Transfer. The Principal Transformation Officer confirmed that the project would contribute to the MTFs savings rather than account for the total figure.

A Member asked if the Parks and Pavilions disposal / transfer included savings on staffing costs and if there were any cuts in staff expected. The Corporate Director Resources informed the Committee of the expectation that savings would be delivered according to the Red, Amber, Green (RAG) status and that she would clarify its status with the Corporate Director Communities and come back to Members with the information.

Members raised concerns over the lack of progress for parties that have shown an interest in self managing services and suggested that this may be in part due to the impact of reducing back office support due to cuts in staffing teams such as Legal Services. The Corporate Director Resources informed the Committee that the Council intends offering a range of community assets for self-management by clubs and that discussions are due to take place in June / July with interested parties prior to due diligence taking place. The Committee requested that a single point of contact be identified to assist clubs through the self-management process.

Conclusions

- The Bridgend Change Programme updates should go to a joint Overview and Scrutiny Committee in future
- Building Capacity in the Third Sector and Town and Community Councils – Members recommend that a named BCBC Officer is identified as a single point of contact for interested parties requiring support when applying to undertake self-management of services, and for this arrangement to continue throughout the process.

The Committee requested the following further information:

- Information about the Parks and Pavilions disposal/transfer to include information on the recent consultation, whether staffing costs are included in the savings and the expected figure for savings specific to the project.
- Clarification regarding the actual amount of MTFS savings attached to the development and rationalisation of the curriculum and estate provision of primary, secondary and post 16 education, erroneously stated in the report as £1,000.
- Members requested a list of local parties who have requested information or support to enable them to self-manage services, to include information on the date of the initial enquiry and the status of the applications to date.
- That Scrutiny Team to consolidate further information received from the three recent Committees where The Cultural Trust Project item has been on the agenda to inform a request for an information report to address any outstanding queries.
- Members requested a clearer version of the BCP diagram.

149. BRIDGEND CHANGE PROGRAMME: WORKING TOGETHER TO MAKE BEST USE OF RESOURCES

The Corporate Director for Resources provided the Committee with a briefing on the Bridgend Change Programme projects which relate to the Making Best Use of Resources Corporate Improvement Priority.

Through the Bridgend Change Programme the Authority has successfully delivered a number of projects that have helped reduce operating costs and make significant improvements to the way that the Authority works whilst also protecting front line services. It will remain the framework for the next three years. In December 2014 the Authority agreed that a single Director should assume overall Corporate responsibility for the Bridgend Change Programme, recognising the need to increase the pace and scale of the transformation required in the face of continuing austerity. As a result of rebalancing the Corporate Director's portfolios, the Director for Education and Transformation was given this responsibility and has since been working with the Corporate Management Board (CMB) to review and update the Change Programme and the projects contained therein. The Corporate Director for Resources referred to the appendix to the report which showed the projects currently being delivered within the Bridgend Change Programme, it provided the Committee with a briefing on the projects that fall under Priority 6: Working Together to Make the Best Use of the Resources.

A Member queried whether the waiver of the procurement of the hosting of the Authority's finance system would incur costs. The Corporate Director Resources confirmed there would be no costs as a result of the waiver.

A Member asked how much of the Procurement comes from Wales. The Corporate Director Resources informed Members that the Authority has to follow national regulations when it comes to Procurement and can not specify that the resources must come from BCBC although local contractors are encouraged to apply to assist the local economy.

Members queried the progress of the training programme on the new Community Care Information system. The Corporate Director Resources informed Members that a training requirements had been set out and a contract to deliver the training had been signed with Care Works.

A Member requested information on the National Project in relation to Sickness Absence highlighted in paragraph 4.4 of the report. The Corporate Director Resources explained that BCBC is currently involved in a project with the WLGA to share best practice between authorities with a view to continually reduce sickness absence across the Authority.

Members expressed concern that they were not being made aware of assets proposed for inclusion in the Enhanced Disposal Programme early on in the process so they are able to provide input into the consultation process.

Conclusions

That Members be made aware of assets proposed for inclusion in the Enhanced Disposal Programme at an early stage to enable them to provide input into any consultations and decision making

The Committee requested the following further information:

- The percentage of total BCBC procurement that involves Welsh businesses, services or employment.
- The number and percentage of staff using computers/laptops and tablets, to show trend over time.
- The number and percentage of staff on long term sickness leave who are ready to return to work but awaiting administration or HR processes to enable them to do so .
- Information on the actions and outcomes following the previous report on HR best practice.
- The number and percentage of staff undergoing disciplinary procedures included in sickness figures.

150. **FORWARD WORK PROGRAMME UPDATE**

The Scrutiny Officer presented a report on the items that were considered at the meeting on the 23 April 2015 and sought confirmation of the information required for the subsequent meeting following the Annual Meeting of Council

RESOLVED: That the Committee noted the topics to be considered at the next meeting of the Committee, to be scheduled at the Annual Meeting of Council in May and acknowledged that that the order and dates of items may be subject to change as Corporate Resources and Improvement Overview Scrutiny Committee will be dealing with regular Performance and Budget reports in the future.

151. **URGENT ITEMS**

There were no urgent items of business.

The meeting closed at 4.45 pm

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 JUNE 2015

CORPORATE DIRECTOR - RESOURCES

FINANCIAL PERFORMANCE 2014-15

1.0 Purpose of this report

- 1.1 The purpose of this report is to provide Cabinet with information on the Council's financial performance as at 31st March 2015.

2.0 Connections to Corporate Improvement Objectives and Other Corporate Priorities

- 2.1 The financial performance of the Council budget determines the extent to which the corporate improvement priorities can be delivered.

3.0 Background

- 3.1 On 19th February 2014, Council approved a net revenue budget of £255.131 million for 2014-15, along with a capital programme for the year of £32.060 million, which was revised in February 2015 to £32.757 million. As part of the Performance Management Framework, budget projections are reviewed regularly and reported to Cabinet on a quarterly basis. The delivery of agreed budget savings is also kept under review and reported to Cabinet as part of this process.

4.0 Current Situation / Proposal

4.1 Summary financial position of Revenue Budget at 31st March 2015

- 4.1.1 The Council's net revenue budget and actual outturn for 2014-15 is shown in the table below.

Table 1- Comparison of budget against outturn at 31st March 2015

Directorate/Divisions	Revised Budget	Actual Outturn	Actual Over / (Under) Spend	Projected Over / (Under) Spend
	2014-15 £'000	2014-15 £'000	2014-15 £'000	Qtr 3 2014-15 £'000
Directorate				
Children	125,140	124,996	(144)	0
Wellbeing	43,478	43,259	(219)	97
Communities	26,686	26,382	(304)	86
Resources	15,144	14,758	(386)	10
Legal & Regulatory Services	6,516	5,773	(743)	(490)
Total Directorate Budgets	216,964	215,168	(1,796)	(297)
Council Wide Budgets:				
Capital Financing	10,515	10,607	92	
Precepts and Levies	7,030	6,974	(56)	
Repairs and Maintenance	890	674	(216)	
CTR Scheme	13,825	12,938	(887)	
Insurance Premiums	1,737	966	(771)	
Other Corporate Budgets	4,170	3,017	(1,153)	
Total Corporate Budgets	38,167	35,176	(2,991)	0
Accrued Council Tax Income		(1,697)	(1,697)	
Less Contributions to:				
Earmarked Reserves - Directorates		1,490	1,490	
Earmarked Reserves - Corporate		4,583	4,583	
Equalisation Fund Contribution		356	356	
Transfer to Council Fund		55	55	
Total	255,131	255,131	0	(297)

Overview

- 4.1.2 The overall outturn at 31st March 2015 shows a balanced position. Directorate budgets provided a net under spend of £1.796 million and corporate budgets a net under spend of £2.991 million.
- 4.1.3 The under spend on Directorate net budgets for the year is a result of a number of factors including the maximisation of grant and other income, strict vacancy and sickness management, increased productivity on trading accounts and savings resulting from improved systems and processes. £2.829 million was drawn down in year from approved earmarked reserves to meet specific one off pressures identified in previous years.
- 4.1.4 The under spend masks underlying budget pressures in some service budgets which were reported during the year and still persist. The main financial pressures are in the service areas of Looked After Children and

Adult Social Care. It should be noted that these budget areas can be volatile and small changes in demand can result in relatively high costs being incurred. As patterns of provision change within directorates, service budgets are reviewed and re-aligned accordingly.

- 4.1.5 In finalising the directorate outturn positions, where possible, directorate outstanding prudential borrowing has been repaid to reduce future capital financing charges.
- 4.1.6 The budget approved for 2014-15 included savings proposals of £11.274 million (5.2% of net service budgets). £573,000 of these proposals were not realised in 2014-15, but the expenditure associated with them has been offset by vacancy management, the use of one off Directorate Earmarked Reserves and the maximisation of grant income from the Welsh Government's Regional Collaboration Fund and other grants such as Intermediate Care Fund. As such there is still a recurrent £573,000 pressure on 2015-16 budgets which will need to be addressed by implementing the proposals in Table 2 below or identifying and delivering alternatives.

Table 2 – Budget Reduction Proposals 2014-15 not met in full

Directorate	Proposal	2014-15
Wellbeing	Reprovision and remodelling of Shared Lives	105
	Reduction in sickness absence	50
	Residential Resettlement	192
	Efficiencies in internal supported living service	75
	Review Continuing Health Care eligible cases	51
Communities	Anaerobic Digestion Facility	100
Total		573

- 4.1.7 A summary of the financial position for each main service area is attached as Appendix 1 to this report and comments on the most significant variations and issues are provided in section 4.2 below.

4.2 Detailed commentary on the financial position as at 31st March 2015

4.2.1 Children's Directorate

The net budget for the Directorate for 2014-15 was £125.140 million and the actual outturn was £124.996 million, resulting in an under spend of £144,000. An over spend of over £567,000 on Looked After Children has been offset by under spends across other services in the directorate. The under spends across the Directorate have negated the need for draw down of the Looked After Children earmarked reserves in 2014-15. However, there was £1.225 million drawn down from other earmarked reserves for specific pressures.

The most significant variances are detailed below:

CHILDREN'S DIRECTORATE	Net Budget	Outturn	Variance Over/ (Under) budget	% Variance
	£'000	£'000	£'000	
Schools Special Needs	2,529	2,240	(289)	-11.4%
Youth Service	730	604	(126)	-17.3%
Education Otherwise Than At School (EOTAS)	324	451	127	39.2%
Catering Services	881	449	(432)	-49.0%
Integrated Working	561	383	(178)	-31.7%
Looked After Children	11,154	11,721	567	5.1%
Other Child and Family Services	767	1,064	297	38.7%
Commissioning and Social Work	4,265	4,609	344	8.1%

School Special Needs

- There is an under spend of £289,000 in relation to support for special educational needs services for schools following the restructuring of the service to deliver 2015-16 budget reduction proposals. As such the under spend is not expected to recur in 2015-16.

Youth Service

- There is a total under spend of £126,000 on youth services following restructure of the service and receipt of additional grant income at year end.

Education Otherwise Than At School

- The over spend of £127,000 has arisen due to increased demand on the service and an increased provision for pupils outside of school settings, including individual training packages at College or at other settings.

Catering Service

- The under spend on the catering service was £432,000. A substantial amount of this was due to the higher number of trading days for the service, arising from the lack of inclement weather and its usual impact on school opening days. In addition, savings were generated through vacancy management and lower than anticipated costs of repairs and maintenance.

Integrated Working

- The under spend of £178,000 on the Integrated Working teams was as a result of strict vacancy management in anticipation of budget reductions in 2015-16.

Looked After Children (LAC)

- The over spend of £567,000 is due to the number and costs of placements being higher than forecast. As at the end of March the Council had 390 looked after children. While this is 22 less children than as at 31st March 2014 and shows LAC numbers on a downward trajectory it is 17 more than the target of 373.

Other Child and Family Services

- The over spend of £297,000 is a combination of an over spend on the adoption service of £379,000 due to higher numbers of children being placed for adoption, partly offset by savings on the Leaving Care service. The target number of adoptions for 2014-15 was 15, but the actual number of placements made was 24, which has had a positive impact on the number of LAC in the County Borough. From April 2015 a joint adoption service has been provided across the Western Bay region.

Commissioning and Social Work

- The over spend of £344,000 is mainly due to the high costs associated with the temporary backfilling of social worker posts through employment agencies to cover vacancies. At the year end there were 5 agency workers being employed in the service.

Schools' Delegated Budgets

- School balances reduced from £2.467 million at the end of 2013-14 to £2.410 million at the end of March 2015 (a reduction of £57,000), representing 2.67% of the funding available. Total deficit budgets equate to £735,000 and total surplus budgets equate to £3.145 million.
- There are 7 schools (5 primary, 2 secondary) with deficit budgets and 20 schools (13 primary, 5 secondary, 2 special) with balances in excess of the statutory limits (£50,000 primary, £100,000 secondary and special schools) in line with the School Funding (Wales) Regulations 2010. These balances will be analysed by the Corporate Director - Education and Transformation, in line with the agreed 'Guidance and procedures on managing surplus school balances'.

4.2.2 Wellbeing Directorate

The Directorate's net budget for 2014-15 was £43.478 million and the actual outturn was £43.259 million resulting in an under spend of £219,000. This is made up of an under spend of £142,000 on Adult Social Care and an under spend of £77,000 on Sport, Play and Active Wellbeing services. The Adult Social Care outturn has reduced by approximately £316,000 compared to the projection at quarter 3 reflecting increased income from residential placements and service user charges and maximisation of grant and other funding. There were specific earmarked reserves set aside to offset some of

the costs associated with integrating health and social care, and this is reflected in the outturn position. There was £0.123 million drawn down from earmarked reserves throughout the year for specific pressures.

The most significant variances are detailed below:

WELLBEING DIRECTORATE	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Older People Residential Care	8,269	8,062	(207)	-2.5%
Physical Disabilities Residential Care	501	416	(85)	-17.0%
Learning Disabilities Residential Care	1,990	2,346	356	17.9%
Learning Disabilities Home Care	4,471	4,575	104	2.3%
Mental Health Residential Care	1,169	1,074	(95)	-8.1%
Sports Centres and Swimming Pools	2,606	2,549	(57)	-2.2%

Older People Residential Care

- During the financial year, expenditure on residential clients has remained fairly constant however additional income has been generated from service user charges, offset in part by additional staffing cost pressures, such as sickness cover, resulting in a net under spend of £207,000.
- More generally the full year effect of the changes in the Fairer Charging policy, as well as the increase in the Fairer Charging cap from £55 to £60 per week and increased demand for domiciliary care, resulted in higher than anticipated income across this client group.

Physical Disabilities Residential Care

- The under spend of £85,000 has arisen as a result of a reduction in the number of residential placements during the year. The service overall generated an under spend of £176,000, with staff vacancies in-year contributing to this total.

Learning Disabilities Residential Care

- The over spend of £356,000 relates in the main to the delays in implementing the resettlement programme for residents at Bryneithin and Maesglas into independent homes, which has led to delays in securing new accommodation for service users. The service also met the costs of redundancy associated with the restructuring of the service.

Learning Disabilities Home Care

- The over spend of £104,000 on home care is as a direct result of the increased number of service users accessing the service, which places additional costs on the service. The directorate continues to work closely with its independent providers to ensure that services

provided meet the needs of clients. Provision for this budget pressure has been recognised within the 2015-16 budget.

Mental Health Residential Care

- The under spend of £95,000 results from increased contributions from health to client costs, and increased contributions from clients via Fairer Charging. This additional income offset increased service costs resulting from additional placements.

Sports Centres and Swimming Pools

- The service generated an under spend of £57,000 as a result of savings realised in relation to the HALO partnership arrangement and client side efficiencies.

4.2.3 Communities Directorate

The net budget for the Directorate for 2014-15 was £26.686 million and the actual outturn is £26.382 million resulting in an under spend of £304,000. There was £0.531 million from earmarked reserves for specific pressures.

The most significant variances are detailed below:

COMMUNITIES DIRECTORATE	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Development	461	328	(133)	-28.9%
Housing and Community Regeneration	1,379	1,209	(170)	-12.3%
Regeneration	1,887	1,814	(73)	-3.9%
Waste Collection and Disposal	6,500	6,687	187	2.9%
Highways and Fleet	6,536	6,814	278	4.3%
Transport and Engineering	1,048	1,067	19	1.8%
Culture	3,391	3,140	(251)	-7.4%

Development

- There is an under spend of £133,000 on the Development budget. This mainly consists of an increase in planning application fees over and above budgeted income. The Bridgend Local Development Plan (LDP) was adopted in late 2013 and a number of allocated housing sites (including some in Council ownership) have been submitted as major planning applications. In addition plans have been submitted for a number of infrastructure projects including two large solar farms at Court Colman and Caerau and a major extension to the existing Pant-y-Wal wind farm. These applications attract a high fee although some of this income is offset against the need to seek external expert advice.

Housing and Community Regeneration

- There is an under spend of £170,000 on the Housing & Community Regeneration service. This comprises an under spend of £70,000 relating to the ongoing improved management of demand for temporary accommodation, with the balance from staff vacancy management. There is a risk that demand for Bed & Breakfast accommodation will increase once the full impact of the Housing Act is felt, so close on-going budget monitoring will be required in 2015-16.

Regeneration

- There is an under spend of £73,000 on the Regeneration budget. This is a combination of staff vacancy management and under spends within other budget headings.

Waste Collection and Disposal

- The over spend on the Waste budget of £187,000 primarily relates to waste disposal costs resulting from a higher than predicted tonnage of black bag waste presented at the kerbside. This increase in tonnage has also attracted a higher unit charge per tonne for its disposal through the Council's waste treatment partnership with Neath Port Talbot County Borough Council (NPT). The disposal arrangements with NPT are currently under review and it is anticipated that unit rates for the treatment and disposal of the Council's residual black bag waste will reduce from 2016-17, though further budget pressures may be experienced during the current 2015-16 financial year.

Highways and Fleet

- The £278,000 over spend on this budget is partly attributable to the repayment of £225,000 of prudential borrowing to generate reduced finance charges which will contribute to the MTFS budget reduction realisation in 2015-16 and beyond. The remaining £51,000 over spend is mainly due to additional expenditure on highways maintenance borne by the directorate, which was partly offset by reduced energy costs on street lighting. This position is unlikely to continue into 2015-16 as energy costs are predicted to steadily increase. To offset the increase, and also to meet the Council's MTFS budget reductions, significant energy savings targets have been set for street lighting energy consumption in the current and future years, to be achieved through a programme of street lighting replacement to LED units, to deliver significant savings on energy usage.

Transport & Engineering

- There is an over spend of £19,000 against the Transport & Engineering budget. Part of the over spend has arisen as a result of a number of health and safety issues which have had to be resolved within our car parks and the bus station. In addition there was a shortfall on staff car parking income. Whilst the one off costs in respect of the health and

safety issues have now been addressed the directorate will need to address the income target for staff car parking.

Culture

- The under spend of £251,000 within cultural services is attributable to the reduction in salary and activity expenditure in advance of the 2015-16 MTFS budget reduction, along with deliberate measures to restrict spend to off-set any potential over spend risk posed by the historical position at Bryngarw House. In the event, the transformation project at Bryngarw House was completed to schedule with a favourable financial outcome. The under spend was also generated from the management of vacancies, in particular within the library service, along with the realisation of additional income across service other areas.

4.2.4 Resources Directorate

The net budget for the Directorate for 2014-15 was £15.144 million and the actual outturn was £14.758 million resulting in an under spend of £386,000. There was £0.822 million from earmarked reserves during the year for specific pressures.

The most significant variances are detailed below:

RESOURCES DIRECTORATE	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Financial Services	3,616	3,430	(186)	-5.2%
Human Resources & OD	4,389	4,041	(348)	-7.9%
ICT	4,096	4,163	67	1.6%
Property (Estates)	1,732	1,843	111	6.4%
Property (Built Environment)	592	571	(21)	-3.5%

Financial Services

- The under spend of £186,000 arises from strict vacancy management and staff restructures linked to 2015-16 budget reductions as well as in year reductions in external and internal audit fees which will contribute to the MTFS in future years.

Human Resources & Organisational Development

- The under spend of £348,000 in this service is primarily due to vacancy management to deliver 2015-16 budget reduction requirements as well as anticipated DBS/CRB checks, lower than anticipated learning and development activities and earlier than expected changes from paper to electronic communication techniques.

ICT

- The over spend of £67,000 is attributable to the repayment of £353,000 of prudential borrowing as outlined in paragraph 4.1.5, off set by under spends resulting from vacancies held and a team restructure to deliver 2015-16 budget reductions and under spends on ICT Supplies and Services as a result of delivery delays by a supplier.

Property Estates and Built Environment

- There is an over spend of £111,000 primarily due to under-recovery of income at the Innovation Centre following the temporary re-location of Legal Services during the refurbishment of the Civic Offices.
- Despite a forecast over spend in respect of changes to CIPFA rules on capital charging, the service has achieved an under spend of £21,000 as a result of challenging productivity rates and a full workbook for the whole year in relation to the design functions. As part of the ongoing process of developing this service model, targets and structures will be reviewed annually.

4.2.5 Legal and Regulatory Services

The net budget for the Directorate for 2014-15 was £6.516 million and the actual outturn was £5.773 million resulting in an under spend of £743,000. There was £0.128 million drawn down from earmarked reserves during the year for specific pressures.

The most significant variances are detailed below:

LEGAL & REGULATORY SERVICES	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Legal Services	2,184	1,890	(294)	-13.5%
Regulatory Services	1,930	1,771	(159)	-8.2%
Partnership Services	406	254	(152)	-37.4%

- The majority of the under spend has arisen due to strict vacancy management across all services in anticipation of budget reduction savings in 2015-16 and the planned joint regulatory service with Cardiff and the Vale of Glamorgan Councils. A further £40,000 of the under spend relates to the reversal of a provision made in 2013-14 in respect of a complex fraud case, which was not required in full in 2014-15. There was also additional income raised by the registrars and regulatory services of £113,000.

4.2.6 Council Wide Budgets

The net budget for council wide services and budgets was £38.167 million and the actual outturn was £35.176 million, resulting in an under spend of £2.991 million. The most significant variances are detailed below:

COUNCIL WIDE BUDGETS	Net Budget	Outturn	Variance Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
Building Maintenance / Feasibility	890	674	(216)	-24.3%
Council Tax Reduction Scheme	13,825	12,938	(887)	-6.4%
Insurance Costs	1,737	966	(771)	-44.4%
Other Corporate Budgets	4,170	3,017	(1,153)	-27.6%

Building Maintenance/Feasibility

- There was an under spend of £216,000 on the corporate budget for feasibility work and minor works, due to slippage in some building works. This funding has therefore been transferred into an earmarked reserve for 2015-16.

Council Tax Reduction Scheme

- The under spend of £887,000 is a result of lower demand than forecast for the Council Tax Reduction Scheme. This a demand led budget which is based on full take up, but actual take up is not known until year end.

Insurance Costs

- The under spend of £771,000 on insurance costs is primarily due to £479,000 in fortuitous and unexpected rebates in respect of the Maesteg PFI scheme and lower than anticipated payments made by the Council's claim handlers. The balance is attributable to a reduction in premiums following an in-year assessment of liabilities and is an MTFS budget reduction proposal for 2015-16 and beyond.

Other Corporate Budgets

- The under spend of £1.153 million on other corporate budgets has arisen as a result of:
 - Less demand from Directorates to meet in year pay and price inflationary pressures such as energy costs and job evaluation;
 - Later than anticipated introduction of the removal of employers' national insurance rebate;
 - Lower than expected in-year cost of implementing auto enrolment for new entrants. This cost is due to increase incrementally as the Council works towards September 2017 by which time all eligible employees must be enrolled in the Local Government Pension Scheme; and

- A mild winter resulting in no call for contingency funding for winter maintenance.

4.3 Capital Programme Outturn

4.3.1 This section of the report provides Members with an update of the Council's Capital Programme for 2014-15. The original budget approved by Council on 19th February 2014 was revised and approved by Council in July and December 2014, and then again in February 2015 to incorporate budgets carried forward from 2013-14, slippage into 2015-16 and any new schemes and grant approvals. The revised programme totalled £32.757 million.

4.3.2 Appendix 2 provides a breakdown of the schemes within the capital programme, showing the budget available compared to the actual expenditure in the year. Commentary is provided explaining reasons for any major variations in expenditure against budget. The total budget as at 31st March 2015 is £30.813 million, which takes account of additional approvals of £5.477 million and slippage of £7.421 million into 2015-16 identified in the last quarter. The main reasons for the difference between the programme approved by Council in February and the current programme are:

- Additional funding of £6.584 million from Welsh Government (£3.840 million in 2015-16) in respect of the Community Care Information Solution project (CCIS).
- Slippage of £1.628 million in respect of the depot rationalisation into 2015-16.
- Slippage of £277,000 in respect of the Maximising Space and Technology Programme into 2015-16.
- Slippage on 21st Century School projects, including Additional Learning Needs at the former Ogmore Comprehensive, and the Mynydd Cynffig School amalgamation.

4.3.3 The total expenditure at 31st March 2015 is £28.230 million, resulting in an under spend of £167,000 on BCBC resources, once further requests for slippage into 2015-16 of £2.416 million have been taken into account. Some of the schemes for which funding has slipped into 2015-16 include Bridgend Townscape Heritage, Private Sector Housing grants, Carriage reconstruction and street lighting and the Maximising Space and Technology Programme.

4.4 Identification and allocation of reserves

4.4.1 The Council is required to maintain adequate financial reserves to meet the needs of the organisation. The MTFS includes the Council's Reserves and Balances Protocol which sets out how the Council will determine and review the level of its Council Fund balance and Earmarked Reserves. During 2014-15, Directorates drew down funding from specific earmarked reserves and these were reported to Cabinet through the Monitoring Reports. At year end, the Protocol requires that the Chief Finance Officer will review existing earmarked reserves, requests from Directorates for new reserves or additional corporate reserves based on new risks or pressures.

- 4.4.2 A review of the Council's existing earmarked reserves has been undertaken together with an assessment of the risks and pressures that are sufficiently 'known' or 'probable' over the MTFS period and for which an earmarked reserve is therefore required. This review has identified the need for £4.583 million to create new or enhance existing corporate reserves to meet the cost of future service reconfigurations (including severance payments), the Council's transformation programme, potential costs arising from recent case law and inescapable capital investment works required to mitigate against health and safety risks.
- 4.4.3 In addition in accordance with the Council's Reserves and Balances Protocol, Directorates were able to submit applications for new Earmarked Reserves. In determining what directorate earmarked reserves are required priority has been given to those demonstrating significant risk, those which are sufficiently 'known' or 'probable' and those for which funding needs to be set aside as a priority, with consideration given to any existing reserve balances. Requests have also been evaluated in the context of Directorate under spends and an understanding of the distinction between fortuitous and planned under spends. Total directorate earmarked reserves including carry forward reserves amount to £4.486 million of which new Directorates' reserves total £1.490 million.
- 4.4.4 There are also 'Equalisation of Spend' earmarked reserves which spread expenditure that is incurred in a particular future year over the period of the MTFS. These include the costs of elections and the preparation of the Local Development Plan and have increased by £52,000 in 2014-15 amounting to £0.303 million.
- 4.4.5 A breakdown of total movement on earmarked reserves is provided in Appendix 3, and a summary of movements on total usable reserves is shown in Table 3 below. The remaining under spend of £55,000 will be transferred to the Council Fund.

Table 3 – Movements on General Fund and Usable Earmarked Reserves during 2014-15

Opening Balance 1st April 2014	Reserve	Movement 2014-15	Closing Balance 31st March 2015
£'000		£'000	£'000
7,395	Council Fund Balance	55	7,450
	Earmarked Reserves:-		
27,961	Corporate Reserves	2,887	30,848
4,169	Directorate Reserves	317	4,486
251	Equalisation of Spend Reserves	52	303
39,776	Total Usable Reserves	3,311	43,087

5.0 Effect upon policy framework and procedural rules

5.1 As required by section 3 (budgetary control) of the Financial Procedure Rules Chief Officers in consultation with the appropriate Cabinet Member are expected to manage their services within the approved cash limited budget and to provide the Chief Finance Officer with such information as is required to facilitate and monitor budgetary control.

6.0 Equality Impact Assessment

6.1 There are no implications in this report.

7.0 Financial implications

7.1 These are reflected in the body of the report.

8.0 Recommendations

8.1 Cabinet is requested to note:

- The final revenue and capital outturn position for 2014-15;
- The impact of the underlying budget pressures on the Medium Term Financial Strategy and in particular the revenue budget for 2015-16; and
- The earmarked reserves position in Appendix 3.

Ness Young
Corporate Director – Resources
June 2015

Contact Officer

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Background Papers

Individual Directorate Monitoring Reports

BRIDGEND C.B.C	Net Budget	Outturn	Outturn Over/(Under) Budget	% Variance
	£'000	£'000	£'000	
CHILDRENS DIRECTORATE				
Learning	8,488	8,152	(336)	-4.0%
Strategic Partnerships & Comm	98,211	97,253	(958)	-1.0%
Safeguarding & Family Support	18,380	19,552	1,172	6.4%
Contingent Provision	61	40	(21)	-34.8%
TOTAL CHILDRENS DIRECTORATE	125,140	124,996	(144)	-0.1%
WELLBEING DIRECTORATE				
Adult Social Care	40,500	40,358	(142)	-0.4%
Sport, Play and Active Wellbeing	2,978	2,901	(77)	-2.6%
TOTAL WELLBEING DIRECTORATE	43,478	43,259	(219)	-0.5%
COMMUNITIES DIRECTORATE				
Regeneration & Development	3,850	3,478	(372)	-9.7%
Street Scene	18,559	18,894	335	1.8%
Communities Business Unit	733	690	(43)	-5.9%
Culture	3,391	3,140	(251)	-7.4%
Elections	153	180	27	17.6%
TOTAL COMMUNITIES DIRECTORATE	26,686	26,382	(304)	-1.1%
RESOURCES DIRECTORATE				
Chief Executive	719	710	(9)	-1.2%
Finance and ICT	7,712	7,593	(119)	-1.5%
Human Resources and OD	4,389	4,041	(348)	-7.9%
Property	1,732	1,843	111	6.4%
Built Environment	592	571	(21)	-3.5%
TOTAL RESOURCES	15,144	14,758	(386)	-2.5%
LEGAL & REGULATORY SERVICES				
Legal & Regulatory Services	6,516	5,773	(743)	-11.4%
TOTAL LEGAL & REGULATORY SERV.	6,516	5,773	(743)	-11.4%
TOTAL DIRECTORATE BUDGETS	216,964	215,168	(1,796)	-0.8%
Council Wide Budgets	38,167	35,176	(2,991)	-7.8%
Accrued Council Tax Income		(1,697)	(1,697)	
Less Contributions to:				
Earmarked Reserves: Directorate		1,490	1,490	
Earmarked Reserves: Corporate		4,583	4,583	
Equalisation Fund		356	356	
Transfer to Council Fund		55	55	
NET BRIDGEND CBC	255,131	255,131	0	0.0%

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Capital Outturn Report 2014-15

APPENDIX 2

Main Scheme	Whole Scheme Budget £'000	Total Costs to 31.3.2014 £'000	Council Feb '15 Budget 2014-15 £'000	New Approvals & Vire £'000	Slippage £'000	Per 12 Budget 2014-15 £'000	Total Expd to Date 2014-15 £'000	Over / (Under) Spend £'000	Slippage Requested 2014-15 £'000	Impact on BCBC Resources £'000	Comments
Wellbeing Directorate											
Adult Services											
Bridgend Day Centre	8,446	8,173	273	0	0	273	273	0	0	0	
Care Standards	430	202	105	0	0	105	16	(89)	89	0	
Celtic Court Purchase & Refurbishments	2,261	651	826	0	(126)	700	551	(149)	149	0	WG has approved slippage.
Glan yr Afon Resource Centre	123	0	123	0	(123)	0	0	0	0	0	No works undertaken in 14-15.
Pyle & Sunnyside Hub	343	325	18	0	0	18	18	0	0	0	
Wellbeing Directorate Total	11,603	9,351	1,345	0	(249)	1,096	858	-238	238	0	
ICT & Property											
Community Care Information System	6,584	0	0	3,840	0	3,840	3,840	0	0	0	New approval received in March 2015.
Bridgend Market	700	29	671	0	0	671	601	(70)	0	(70)	Scheme has been completed below revised budget.
Depot Rationalisation	1,690	60	1,630	0	(1,628)	2	0	(2)	2	0	Scheme to commence in 15-16.
Disability Discrimination Act (DDA) Works on Buildings and Playgrounds	165	0	165	0	0	165	80	(85)	85	0	Under-spend consolidated within Minor works programme to be reallocated in 15-16.
Fire Precautions	111	0	100	11		111	111	0	0	0	Additional budget from school contribution.
Internal Design & Supervision	100	0	100	0	0	100	0	(100)	0	(100)	All fees incurred on capital schemes were funded within individual capital budgets.
Information Technology Rolling Programme	787	433	254	0	(254)	0	0	0	0	0	Revised financial profile received in period 10 monitoring.

Maximising Space & Technology	1,605	0	1,360	184	(461)	1,083	875	(208)	208	0	Domestic Abuse grant incorporated within scheme and Feasibility budget. Scheme to be completed in 2015-16.
Non Operational Assets	1,000	0	525	0	0	525	520	(5)	5	0	
Property Minor Schemes	111	0	81	51	0	132	31	(101)	101	0	Additional budget from capitalisation of revenue minor works and under-spend consolidated with Minor works programme to be re-allocated in 2015-16.
Town & Community Fund	358	293	115	0	0	115	17	(98)	98	0	Under-spend planned to be spent in 2015-16.
ICT & Property Total	13,211	815	5,001	4,086	(2,343)	6,744	6,075	(669)	499	-170	
Children's Directorate											
Learning											
School Repair Rolling Programme	1,422	0	1,060	412	(50)	1,422	1,155	(267)	267	0	Additional budget from capitalisation of revenue minor works and under-spend consolidated with Minor works programme to be re-allocated in 2015-16.
Coety / Parc Derwen Primary School	8,100	365	2,374	0	0	2,374	2,686	312	-312	0	Further stages of the main construction were completed than previously estimated on revised financial profile.
Coleg Cymunedol y Dderwen	39,488	37,855	1,633	0	(223)	1,410	1,423	13	-13	0	
Gateway Primary School Development	8,846	17	179	0	(179)	0	1	1	(1)	0	Scheme not due to commence until 2015-16.
Garw Valley South provision	10,000	0	260	0	0	260	315	55	-55	0	Further stages of the design were completed than previously estimated on revised financial profile.
Lewistown flying Start Provision	826	106	720	0	0	720	685	(35)	35	0	Approval has been requested from WG for slippage.
Litchard Primary Amalgamation	3,165	2,985	180	0	(160)	20	10	(10)	10	0	Remaining budget previously slipped into 2015-16.

Mynydd Cynffig Amalgamation	400	2	398	0	(398)	0	0	0	0	0	0	Remaining budget previously slipped into 2015-16.
Ogmore Comp. Additional Learning Needs	4,043	475	3,553	0	(1,053)	2,500	2,674	174	(174)	0	0	Budget previously re-profiled into 2015-16.
Pen-y-fai Primary	7,239	6,227	907	0	(387)	520	538	18	(18)	0	0	Budget previously re-profiled into 2015-16.
Tondu Primary Adaptation Works	380	30	350	0	0	350	323	(27)	27	0	0	
Tremains Primary Amalgamation	125	115	10	0	0	10	10	0	0	0	0	
Ysgol Bro Ogwr Welsh Medium Primary	300	274	26	0	0	26	2	(24)	24	0	0	
Ysgol Yr Ferch O'r Sger & Bro Ogwr Welsh Medium Primary	200	185	15	0	0	15	7	(8)	8	0	0	
Children's Directorate Total	84,534	48,636	11,665	412	(2,450)	9,627	9,829	202	(202)	0	0	
Communities Directorate												
Regeneration												
Bridgend Townscape Heritage	2,317	1,847	355	0	0	355	69	(286)	286	0	0	
Maesteg Townscape Heritage	2,176	2,093	83	0	(15)	68	56	(12)	12	0	0	
Bridgend Town Centre Convergence	8,802	7,881	833	45	(45)	833	814	(19)	19	0	0	Additional revenue budget received to fund fees that are ineligible for grant funding.
Bridgend Town and Commercial Improvement Grants	79	0	79	0	0	79	34	(45)	45	0	0	
Civic office Domestic Abuse Provision			101	(101)	0	0	0	0	0	0	0	Consolidated within Maximising space scheme.
Coity By Pass Land Compensation	421	335	86	0	0	86	86	0	0	0	0	
Community Economic Development Grants	492	311	181	0	0	181	172	(9)	9	0	0	

Disabled Facility Grants & Private Sector Housing	2,700	0	2,700	0	(1,000)	1,700	1,713	13	(13)	0	Revised financial profile submitted for period 10 monitoring.
Environment Programme	50	0	50	0	0	50	4	(46)	46	0	
Bridgend Digital	105	0	70	35	0	105	105	0	0	0	
EU Convergence	320	23	43	39	(48)	34	0	(34)	34	0	Additional approval and slippage has been requested.
Green Shoots	255	192	63	0	0	63	63	0	0	0	
Energy Company Obligation (ECO) grant	1,495	0	1,385	62	0	1,447	1,447	0	0	0	Additional grant approval received.
Local Investment Fund	2,275	1,795	248	2	0	250	237	(13)	13	0	
Llynfi Valley Development programme	2,400	0	100	(100)	0	0	0	0	0	0	Per period 11 monitoring, first year expenditure is feasibility and will be incurred in revenue, which is outside the capital programme..
Maesteg Regeneration Phase 4	2,813	2,739	74	0	(59)	15	12	(3)	3	0	
Porthcawl Marina Development	3,932	3,795	90	47	0	137	137	0	0	0	Additional approval funded from revenue.
Porthcawl Infrastructure	5,773	266	100	0	(89)	11	0	(11)	11	0	
Porthcawl Townscape Heritage	736	0	193	16	(21)	188	61	(127)	127	0	
Private Sector Housing	980	0	564	416	0	980	723	(257)	257	0	Additional funding and slippage has been approved by WG.
Rhiw Gateway Vibrant & Viable Places	9,608	5	788	(4)	(183)	601	630	29	(29)	0	Revised financial profile approved by WG.
Rural Development Plan	1,155	784	271	0	0	271	150	(121)	121	0	
Street Scene											
Asda Link Land Compensation	26	0	0	26	0	26	26	0	0	0	New WG approval.

Carriage Reconstruction & Street Lighting	7,884	4,050	2,691	1,143	(330)	3,504	2,787	(717)	717	0	Bridge Renewal and Highways Street Infrastructure budget consolidated within scheme.
Coastal Access Improvements	101	0	113	9	0	122	122	0	0	0	Additional approval.
Coychurch Cremators	1,200	0	170	0	0	170	220	50	-50	0	Budget brought forward from 15-16.
Playground at Ffordd yr Eglwys	75	0	75	0	(75)	0	0	0	0	0	
Fleet Vehicles	76	0	76	0	0	76	76	0	0	0	
Highways Maintenance	450	0	450	0	0	450	453	3	0	3	
Parks Pavilions	1,000	13	150	59	(140)	69	59	(10)	10	0	Additional approval.
Porthcawl Town Sea Defence	228	54	169	0	0	169	0	(169)	169	0	
Residents Parking Bridgend	152	0	75	0	(60)	15	16	1	(1)	0	
Road Safety Schemes	274	0	240	34	0	274	220	(54)	54	0	
Highways Street Infrastructure	1,250	0	1,040	(750)	(290)	0	0	0	0	0	£750k of budget consolidated within Carriage Reconstruction scheme and remainder re-profiled into 2015-16..
Bridge Renewal	729	729	63	(63)	0	0	0	0	0	0	Budget consolidated within Carriage Reconstruction scheme.
Street Scene Minor schemes	118	0	50	39	(9)	80	97	17	(17)	0	Additional approval.
S106 Minor Schemes	81		28	53	0	81	81	0		0	
Transport Grant Schemes	666	0	722	(56)	0	666	666	0	0	0	Capital approval revised.
Culture											
Bryngarw House - Refurbishment.	171	124	47	0	0	47	19	(28)	28	0	
Library Improvements	12	0	0	12	0	12	12	0	0	0	New approval.
Healthy Living Minor Schemes	51	0	50	1	0	51	73	22	(22)	0	
Pyle Life Centre	95	0	80	15	(15)	80	28	(52)	52	0	
Communities Directorate Total	63,523	27,036	14,746	979	(2,379)	13,346	11,468	(1,878)	1,881	3	

Grand Total	172,871	85,838	32,757	5,477	(7,421)	30,813	28,230	(2,583)	2,416	(167)
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TOTAL MOVEMENT ON EARMARKED RESERVES 2014-15

APPENDIX 3

Opening Balance 1 April 2014 £'000	Reserve	Movement 2014-15 £'000	Closing Balance 31 March 2015 £'000
7,395	Council Fund Balance	55	7,450
	Earmarked Reserves :-		
	<u>Corporate Reserves</u>		
11,046	Major Claims Reserve	(515)	10,531
1,200	Service Pressures Contingency	(1,200)	-
1,691	Insurance Reserve	1,486	3,177
0	Waste Management Contract	210	210
1,044	Treasury Management Reserve	-	1,044
300	Welfare Reform Bill	-	300
348	Asset Management Plan	354	702
987	Building Maintenance Reserve	(687)	300
300	Capital feasibility fund	327	627
0	DDA Emergency Works	115	115
5,513	Capital Programme Contribution	921	6,434
3,052	Service Reconfiguration	1,697	4,749
2,069	Change Management	329	2,398
411	Invest to save / Joint projects	(150)	261
27,961	Total Corporate Reserves	2,887	30,848
	<u>Directorate Reserves</u>		
555	Car Parking Strategy	-	555
1,257	ICT & Finance Systems	(396)	861
707	Wellbeing Projects	(107)	600
196	Connecting Families	(165)	31
330	Directorate Issues	1,160	1,490
824	Looked After Children	-	824
300	Porthcawl regeneration	(175)	125
4,169	Total Directorate Reserves	317	4,486
	<u>Equalisation of Spend Reserves</u>		
0	Building Control	10	10
201	Election costs	-	201
50	Unitary Development Plan	42	92
251	Equalisation of Spend Reserves	52	303
39,776	Total Usable Reserves	3,311	43,087

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE RESOURCES AND IMPROVEMENT OVERVIEW AND SCRUTINY COMMITTEE

24 JUNE 2015

REPORT OF THE ASSISTANT CHIEF EXECUTIVE – LEGAL & REGULATORY SERVICES

FORWARD WORK PROGRAMME 2015-16

1. Purpose of Report.

- 1.1 To present the Committee with suggested topics for consideration in the development of its Forward Work Programme for 2015-16.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 25 February 2015 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

- 3.1 Under the terms of Bridgend County Borough Council's Constitution, each Overview and Scrutiny Committee must publish a Forward Work Programme (FWP) as far as it is known. This FWP period runs from May 2015 – May 2016.

4. Current situation / proposal.

- 4.1 An effective Forward Work Programme will identify the issues that the Committee wishes to focus on during the year and provide a clear rationale as to why particular issues have been selected, as well as the approach that will be adopted; i.e. will the Committee be undertaking a policy review/ development role ("Overview") or performance management approach ("Scrutiny")?

- 4.2 On 8 April 2015, a report was presented to Council where it was agreed that:

- i) Each of the following topics be considered by only one Scrutiny Committee:
- Performance Monitoring
 - Corporate Plan
 - Business Planning
 - Budget Monitoring

- ii) There would only be 6 scheduled meetings during the year for each Scrutiny Committee, which will look at a maximum of 12 service area topics. Without the capacity to support additional meetings there is a need for each of the Scrutiny Committees to:
 - Identify 12 topics for consideration which will provide the most significant value for the Authority and to the residents of the Borough of Bridgend;
 - Prioritise their workloads i.e. if a key topic arises one of the existing planned topics will have to be removed from the programme;
 - Focus their investigations to make best use of available resources;
 - Determine appropriate recommendations which will support the delivery of the appropriate outcomes.
- iii) Once the Forward Work Programmes for each Committee have been determined, the Scrutiny Chairs will monitor the programmes of each Committee at their monthly meeting to ensure that the corporate priorities are being met. Proposals to consider a corporate priority topic will be included in the Forward Work Programme report submitted to every Scrutiny Committee meeting.
- iv) There will be 8 meetings during the year allocated to facilitate collaborative committees to deal with cross-cutting issues, such as Supporting People and Bridgend Change Programme.
- v) In addition to the above meetings, there are 14 meetings allocated to Research and Evaluation Panels (REPs)
 - 2 meetings for the Local Service Board Scrutiny REP
 - 4 meetings for the School Engagement REP
 - 2 meetings of the Social Services Annual Reporting Framework (SSARF) REP
 - 6 meetings of the Budget REP

4.3 During March and April, Scrutiny Officers developed a long list of potential items for inclusion on the Forward Work Programme, using the criteria set out below, which emphasise the need to consider issues such as impact, risk, performance, budget and community perception when identifying topics for investigation.

Examples of Issues to Consider when Selecting Areas for Scrutiny:

Initial Reasons:

- 1 Is the subject within the Committee's terms of reference?
- 2 How can Members add value in their representative role?
- 3 Is the subject being/been/due to be dealt with elsewhere in the Authority/partner agencies?
- 4 What would be the purpose of conducting a review of this area?
- 5 To what extent does the subject impact upon the Council's ability to achieve its key priorities?

Risk:

- 6 Is the subject a high-risk area? How does it relate to the Authority's risk management framework?

Performance Measures:

- 7 Has the Council demonstrated poor performance in this area?
- 8 To what extent is there scope to improve service delivery in this area?

Community Perception:

- 9 Has any consultation with stakeholders taken place in this area? If so, how robust was the consultation process?
- 10 Does the local community rank the subject as important?
- 11 How does the subject impact upon the Council's Community Leadership role?
- 12 Is the subject of public interest highlighted in the local media?

External Factors:

- 13 Has the matter been the subject of external/internal review or inspection? If so, what were the findings of the review?
- 14 Is there any recent/upcoming legislation that will affect the Council's approach to this subject?
- 15 Is the subject a Local Service Board priority?

Budget:

- 16 Is there a high level of budgetary commitment to the subject? Is there a pattern of budgetary overspends?

4.4 Officers also used the following sources in order to select items for inclusion on the long list:

- *Committee Requests for Scrutiny from previous Forward Work Programmes;*
- *Wales Audit Office Assessment Letters;*
- *Corporate Risk Assessment;*
- *Directorate Business Plans;*
- *Performance Reports to Scrutiny Committees;*
- *Annual business planning and budget setting process;*
- *Commission of Public Service Governance and Delivery (the Williams Report)*

4.5 Following the development of the long list, Scrutiny Chairs and officers took part in a work planning exercise in order to develop a shortlist of items and provisionally allocate each item to a meeting date. The shortlist for Corporate Resources and Improvement is set out at Appendix A and proposed topics for the collaborative committee which cross over with Corporate Resources and Improvement are set out at Appendix B.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 The work of the Corporate Resources and Improvement Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment

- 6.1 There are no equality impacts arising directly from this report.

7. Financial Implications.

- 7.1 The implementation of the Forward Work Programme will be met from within existing resources for Overview and Scrutiny support.

8. Recommendation.

- 8.1 The Committee is recommended to:
- i. Consider the suggested topics for inclusion on the Committee's Forward Work Programme 2015-16;
 - ii. Identify the 12 Primary topics for inclusion on the Forward Work Programme and prioritise those topics for presentation to the Committee;
 - iii. Determine if it wishes the Overview and Scrutiny Unit to undertake scoping exercises with regard to any additional topics that it wishes to be considered for inclusion on its Forward Work Programme;
 - iv. Prioritise the delivery of the Joint Scrutiny topics involving the Committee.

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Background documents

Wales Audit Office Assessment Letters (August and November 2013);
Corporate Risk Assessment;

Directorate Business Plans;
Commission of Public Service Governance and Delivery (the Williams Report);
Minutes of Overview and Scrutiny Committees May 2014 –May 2015.

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Corporate Resources and Improvement (CRI) OVSC - Annual Forward Work Programme – DRAFT – possible areas for inclusion

Report count	Date	Topic		Invitees
1	24 June 2015	2014-15 Financial Performance	Annual/Year End report for financial year 2014-15	Ness Young – Corporate Director – Resources and Section 151 Officer, Councillor M Gregory - Cabinet Member, Resources – All Scrutiny Chairs and Corporate Directors
2	22 September 2015	2015-16 Quarter 1: Budget Monitoring	To review 2015-16 financial performance as at 30 June 2015: forecast out-turn against revenue and capital budget and reasons for variance	Ness Young – Corporate Director – Resources and Section 151 Officer, Debbie Exton – Group Manager Finance, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs
3	22 September 2015	2014-15 Year End Performance Report	To review 2014-15 performance as at 31 March 2015 against corporate plan commitments and indicators	Ness Young – Corporate Director – Resources and Section 151 Officer, CMB Yuan Shen, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs
4	10 December 2015	2016-17 Draft Budget Consultation Process	To consider the draft Cabinet Budget Proposals for 2016-17; to give Members background information as to the consultative role of Overview and Scrutiny Committees and the work of the Standing Budget Research and Evaluation Panel in respect of the budget setting process; and to Inform Members of the results of the public consultation process in relation to the draft budget proposals.	Ness Young – Corporate Director – Resources and Section 151 Officer, Resources Director, Randal Hemmingway – Head of Finance, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs
5	10 December 2015	2015-16 Half Year Corporate Plan Performance Report	To review performance as at 30 September 2015 against 2015-16 corporate plan commitments, milestones and indicators	Ness Young – Corporate Director – Resources and Section 151 Officer, CMB Yuan Shen, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs
6	10 December	2015-16 Half	To review 2015-16 financial performance	Ness Young – Corporate Director –

Corporate Resources and Improvement (CRI) OVSC - Annual Forward Work Programme – DRAFT – possible areas for inclusion

	2015	Year Financial Performance	as at 30 September 2015	Resources and Section 151 Officer, Councillor M Gregory - Cabinet Member, Debbie Exton – Group Manager Finance, Resources all Directors and all Scrutiny Chairs
7	21 January 2016	Draft 2016-2020 Corporate Plan	To comment on the Council’s draft 2016-2020 Corporate Plan including its improvement priorities, revised actions and the associated commitments and indicators for 2016-17	Ness Young – Corporate Director – Resources and Section 151 Officer, CMB Yuan Shen, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs
8	21 January 2016	Delivery update on Making Best Use of Resources project within the Bridgend Change Programme	To review progress on the following projects: <ul style="list-style-type: none"> • Finance System • Community Care Information System • Sickness absence management • Schools SLA (including schools’ sickness absence management) • Parc Afon Ewenni • Out of Hours • Overtime • Asset Disposal • Schools’ modernisation programme • Strong Communities, Connecting Services • Maximising Space and Technology • Business support review • Procurement and commissioning • Regulatory services collaboration 	Ness Young – Corporate Director – Resources, Councillor M Gregory - Cabinet Member, Resources Director, Corporate Director Education and Transformation, Assistant Chief executive Legal and Regulatory
9	25 February 2016	Building Refurbishment & Construction and Design Management	The Committee has requested that this item remains on the Forward Work Plan with updates on the roll out of the revised BCBC model for service provision with particular interest in the potential for sharing the model with other authorities	Ness Young – Corporate Director – Resources, Councillor M Gregory - Cabinet Member, Mark Evans - Group Manager Built Environment

Corporate Resources and Improvement (CRI) OVSC - Annual Forward Work Programme – DRAFT – possible areas for inclusion

			in future	
10	25 February 2016	No topic allocated at present		
11	22 March 2016	2015-16 Quarter 3 Financial Performance	To review 2015-16 financial performance as at 31 December 2015	Ness Young – Corporate Director – Resources and Section 151 Officer Councillor M Gregory - Cabinet Member, Debbie Exton – Group Manager Finance, Resources all Directors and all Scrutiny Chairs
12	22 March 2016	2016-17 Business Plans	To comment on Directorate 2016-17 business plans including its actions, milestones and performance measures	Ness Young – Corporate Director – Resources and Section 151 Officer, CMB Yuan Shen, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs

Non Service Area Reports

24 June 2015	Scrutiny Annual FWP	To present to the Committee with a draft Forward Work Programme for 2015-16 for approval.
24 June 2015	Corporate Parenting Champion Update	<p>At the Corporate Parenting Cabinet Committee inaugural meeting, they requested that a Corporate Parenting “Champion” be nominated from each of the Overview and Scrutiny Committees to become permanent invitees to the Cabinet Committee.</p> <p>The role of the Scrutiny Champion is to represent their relevant Overview and Scrutiny Committee, partaking in discussions with Cabinet over items relating to children in care and care leavers.</p> <p>In this role, it is also suggested that Champions provide regular updates to their Committees to ensure that Members are informed of the ongoing work of the Cabinet-Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.</p>
24 June 2015	Consolidated Nomination Report for all Panels and Committees	To cover nominations to BREP, Corporate Parenting Champion

Corporate Resources and Improvement (CRI) OVSC - Annual Forward Work Programme – DRAFT – possible areas for inclusion

	(To cover nominations to BREP, Corporate Parenting Champion)	
22 March 2016	Corporate Parenting Champion Update	Champions to provide regular updates to their Committees to ensure that Members are informed of the ongoing work of the Cabinet-Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.
22 March 2016	Consolidated Nomination Report for all Panels and Committees	To cover nominations to BREP, Corporate Parenting Champion
22 March 2016	Annual Recommendations Monitoring Report	
22 March 2016	SSARF and BREP Nominations	To be requested at meeting prior to Annual Meeting to allow more flexibility when planning calendar of meetings

Joint Scrutiny Committee - Annual Forward Work Programme – DRAFT – possible areas for inclusion

Report count	Date	Topic		Invitees
1		Bridgend Change Programme	<p>Joint Committee with ASC, CEL, CRI and CYP.</p> <p>The Bridgend Change Programme is a corporately led project and looks at redesigning services that cover all of the above Committees, including projects such as Assessment Framework of Social Work, Vibrant and Viable Bridgend, Improving attainment of Looked After Children.</p>	

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE RESOURCES AND IMPROVEMENT OVERVIEW AND SCRUTINY COMMITTEE

24 JUNE 2015

REPORT OF THE ASSISTANT CHIEF EXECUTIVE – LEGAL & REGULATORY SERVICES

CORPORATE PARENTING CABINET COMMITTEE CHAMPION UPDATE

1. Purpose of Report

- 1.1 To provide the Members with an update from the Committee's Corporate Parenting Champion on the work being undertaken by the Corporate Parenting Cabinet Committee.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

- 2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 25 February 2015 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background

- 3.1 Corporate Parenting is the term used to describe the responsibility of a local authority towards looked after children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek for children in public care the outcomes every good parent would want for their own children. The Council as a whole is the 'corporate parent' therefore all Members have a level of responsibility for the children and young people looked after by Bridgend.¹
- 3.2 In order to further develop and enhance the Council's corporate parenting role with its partners, a Corporate Parenting Cabinet Committee comprising all Members of Cabinet was established by Cabinet on 4 November 2008.
- 3.3 The inaugural meeting of the Cabinet Committee was held on 27 November 2008. It has been agreed that the Cabinet Committee will meet bi-monthly. The terms of reference for the Cabinet Committee are:
- to ensure that looked after children are seen as a priority by the whole of the Authority and by the Children and Young People's Partnership;

¹ Welsh Assembly Government and Welsh Local Government Association 'If this were my child... A councillor's guide to being a good corporate parent to children in care and care leavers', June 2009

- to seek the views of children and young people in shaping and influencing the parenting they receive;
- to ensure that appropriate policies, opportunities and procedures are in place;
- to monitor and evaluate the effectiveness of the Authority in its role as corporate parent against Welsh Government guidance.

3.4 At its inaugural meeting, the Cabinet Committee requested that a Corporate Parenting “Champion” be nominated from each of the Overview and Scrutiny Committees to become permanent invitees to the Cabinet Committee.

4. Current Situation

4.1 The role of the Corporate Parenting Champion is to represent their relevant Overview and Scrutiny Committee, partaking in discussions with Cabinet over items relating to children in care and care leavers.

4.2 In this role, it is also suggested that Champions provide regular updates to their Committees to ensure that Members are informed of the ongoing work of the Cabinet Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.

4.3 It is also proposed that Members consider how the services within the remit of their Committee affects children in care and care leavers, and in what way can the Committee therefore assist in these areas.

4.4 Paragraphs 4.5 to 4.12 contain an update provided by Cllr E Dodd who is the nominated Corporate Parenting Champion for the Corporate Resources and Improvement Overview and Scrutiny Committee.

4.5 At its meeting on 7th July 2014, the Corporate Director, Children submitted a report on the Safeguarding and Family Support Service. The report delivers the Council’s own assessment of performance in respect of their social services responsibilities and focuses on strategic objectives and improvement priorities across the department.

4.6 The Corporate Director – Children submitted a report the purpose of which was to update the Cabinet Committee on the progress made to develop a refreshed “Strategy to reduce the number of Looked After Children and Young People in Bridgend, now known as the “Looked After Children – Placements and Permanency Strategy”.

4.7 The Corporate Director – Children submitted a report in line with the Independent Reviewing Officers Guidance Wales (WAG 2006). The report provided an overview of the role and function of the Independent Reviewing Service (IRS).

4.8 At its meeting on 6th October 2014 the Head of Strategy, Partnership and Commissioning submitted a report, the purpose of which, was to update the Cabinet Committee on the progress made to develop a strategy to define the activity around early intervention and prevention services in Bridgend, now known as ‘Early help in Bridgend’.

- 4.9 The Corporate Director – Children submitted a report, which confirmed that at a previous Committee Members requested that Abertawe Bro Morgannwg University Health Board (ABMU) provide information in relation to the role of AMBU'S Looked After Children's Health Team and the impact this is having on promoting the health outcomes of all Looked After Children and Young People in Bridgend.
- 4.10 At its meeting on 5th January 2015 the Committee received a presentation from the Head of Safeguarding and Family Support on the Social Services and Wellbeing Act (Wales) Act 2014 which received Royal Assent on 1 May 2014.
- 4.11 The Head of Safeguarding and Family Support reported on the outcome of the recent Care and Social Services Inspectorate Wales (CSSIW) inspection into the Safeguarding and Care Planning arrangements for Looked After Children and Care Leavers who exhibit vulnerable or risky behaviours.
- 4.12 The Corporate Director Education and Transformation informed the Committee of the historical arrangements which had been put in place to celebrate the achievements of Bridgend's Looked After Children and sought the Committee's views on the future arrangements for celebrating the achievements of Looked After Children.
- 4.13 It is the role of the Committee to ask the Champion any questions or raise any queries with him/her to be fed back to the Cabinet Committee.

5. Effect upon Policy Framework and Procedure Rules

- 5.1 The work of the Corporate Resources and Improvement Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment

- 6.1 The attached report has been provided as an update and therefore does not relate to a specific decision or Equality Impact Assessment.

7. Financial Implications

- 7.1 There are no financial implications arising from this report.

8. Recommendations

- 8.1 The Committee is asked to consider and note the Corporate Parenting Champion's update.

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Background Documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE RESOURCES AND IMPROVEMENT OVERVIEW AND SCRUTINY COMMITTEE

24 JUNE 2015

REPORT OF THE ASSISTANT CHIEF EXECUTIVE LEGAL & REGULATORY SERVICES

CORPORATE PARENTING CHAMPION AND BUDGET RESEARCH AND EVALUATION PANEL NOMINATION REPORT

1. Purpose of the Report.

1.1 The purpose of this report is to:

- a) request the Committee to nominate one Member as its Corporate Parenting Champion to represent the Committee as an Invitee to meetings of the Corporate Parenting Cabinet Committee;
- b) seek nominations for the Budget Research and Evaluation Panel in line with the Corporate Resources & Improvement Overview & Scrutiny Committee's recommendations made as part of the 2015/16 budget setting process.

2. Connection to Corporate Improvement Objectives.

2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The Corporate Improvement Objectives were adopted by Council on 25 February 2015 and formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

Corporate Parenting Champion

3.1 Corporate Parenting is the term used to describe the responsibility of a local authority towards looked after children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek for children in public care the outcomes every good parent would want for their own children. The Council as a whole is the 'corporate parent' therefore all Members have a level of responsibility for the children and young people looked after by Bridgend.¹

¹ Welsh Assembly Government and Welsh Local Government Association 'If this were my child... A councillor's guide to being a good corporate parent to children in care and care leavers', June 2009

- 3.2 In order to further develop and enhance the Council's corporate parenting role with its partners, a Corporate Parenting Cabinet Committee comprising all Members of Cabinet was established by Cabinet on 4 November 2008.
- 3.3 The inaugural meeting of the Cabinet Committee was held on 27 November 2008. It has been agreed that the Cabinet Committee will meet bi-monthly. The terms of reference for the Cabinet Committee are:
- to ensure that looked after children are seen as a priority by the whole of the Authority and by the Children and Young People's Partnership;
 - to seek the views of children and young people in shaping and influencing the parenting they receive;
 - to ensure that appropriate policies, opportunities and procedures are in place;
 - to monitor and evaluate the effectiveness of the Authority in its role as corporate parent against Welsh Government guidance.
- 3.4 At its inaugural meeting, the Cabinet Committee requested that a Corporate Parenting "Champion" be nominated from each of the Overview and Scrutiny Committees to become permanent invitees to the Cabinet Committee.
- 3.5 At its meeting on 27 May 2014, Cabinet agreed that the Chairperson of the Children and Young People Overview and Scrutiny Committee be appointed as an invitee to the Corporate Parenting Cabinet Committee, in addition to the Corporate Parenting Champion.

Budget Research and Evaluation Panel

- 3.6 In considering the challenges associated with continued budget reductions, Members of the 2015 /16 Budget Research and Evaluation Panel (BREP) recognised the need for a 'whole Council' response to be adopted in managing anticipated cuts to services against a backdrop of increasing demand, public sector reform and the challenging financial outlook.
- 3.7 It was consequently recommended that the BREP continue in its current form as a standing working group to enable Members to feed in community intelligence gained from their representative role and engage in shaping future service provision.

4. Current Situation / Proposal.

Corporate Parenting Champion

- 4.1 The Committee is requested to nominate one Member as its Corporate Parenting Champion to represent the Committee as an invitee at meetings of the Corporate Parenting Cabinet Committee.
- 4.2 The role of the Corporate Parenting Champion is to represent their Overview and Scrutiny Committee, partaking in discussions with Cabinet over items relating to children in care and care leavers.

- 4.3 In this role, it is also suggested that Champions provide six monthly updates to their Committees to ensure that Members are informed of the ongoing work of the Cabinet Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.
- 4.4 It is also proposed that Members consider how the services within the remit of their Committee affects children in care and care leavers, and in what way can the Committee therefore assist in these areas.

Budget Research and Evaluation Panel

- 4.5 The BREP has previously been set up on an annual basis and focussed on examining the annual draft budget proposals to aid the scrutiny process. In contrast, the standing BREP whilst examining annual draft budget proposals, also undertakes informal consideration of proposals related to medium and longer term reviews linked with the Council's Strategic Change Management Programme. It seeks to assist management in the delivery of the plans to support change and the Medium Term Financial Strategy by fully utilising its community representational role to inform policy changes and provide challenge and the BREP will develop its terms of reference and methodology within that function.
- 4.6 The Standing BREP will be constituted from the membership of the Corporate Resources and Improvement Overview & Scrutiny Committee, with the Chair and one other nominated Member from each Overview and Scrutiny Committee. In order to achieve the necessary focus and analytical depth, good practice would recommend that the total membership of the Panel be no more than 10 Members. The Chair of the BREP should be nominated by the members of the BREP itself at its first meeting.
- 4.7 The standing Panel's Forward Work Programme (FWP) should be informed by the Council's Medium Term Financial Strategy and Strategic Change Management Programme.

5. Effect upon Policy Framework and Procedure Rules.

- 5.1 The work of the Corporate Resources and Improvement Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment.

- 6.1 There are no equality impacts arising from this report.

7. Financial Implications.

- 7.1 None.

8. Recommendation.

The Committee is recommended to:

- i. Nominate one Member of the Committee as its Corporate Parenting Champion to represent the Committee at meetings of the Corporate Parenting Cabinet Committee;
- ii. Nominate the Chair and one other Member of the Committee onto the standing Budget Research & Evaluation Panel.

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Background Documents

Bridgend County Borough Council Constitution

Part II of the Local Government Act 2000: Executive Arrangements

Report of the Corporate Director – Children to Cabinet, 4 November 2008: Establishment of a Corporate Parenting Cabinet Committee

Report of the Corporate Director – Children to the Inaugural Meeting of the Corporate Parenting Cabinet Committee, 27 November 2008

Report of the Assistant Chief Executive – Corporate Development & Partnerships to Corporate Resources and Improvement Overview & Scrutiny Committee, 30 January 2009

REPORT TO CORPORATE RESOURCES AND IMPROVEMENT OVERVIEW AND SCRUTINY COMMITTEE

24 JUNE 2015

REPORT OF THE ASSISTANT CHIEF EXECUTIVE – LEGAL AND REGULATORY SERVICES

FORWARD WORK PROGRAMME UPDATE

1. Purpose of Report

1.1 The purpose of this report is to:

- a) present the items due to be considered at the Committee's meeting to be held on 22 September 2015 and seeks confirmation of the information required for the subsequent scheduled meeting to be held on 10 December 2015;
- b) present a list of further potential items for prioritisation by the Committee.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 25 February 2015 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background

3.1 At its meeting on 24 June 2015 the Corporate Resources and Improvement Overview and Scrutiny Committee determined its Annual Forward Work Programme for 2015/16.

4. Current Situation / Proposal

Meetings of the Corporate Resources and Improvement Overview and Scrutiny Committee

4.1 In relation to the Committee's next scheduled meeting to be held on 22 September 2015 the table below lists the items to be considered and the invitees due to attend.

Topic	Invitees	Specific Information Requested	Research to be Undertaken by the Overview & Scrutiny Unit
2015-16 Quarter 1: Budget Monitoring	Ness Young – Corporate Director – Resources and Section 151 Officer, Debbie Exton – Group Manager Finance, Councillor M Gregory -	To review 2015-16 financial performance as at 30 June 2015: forecast out-turn against revenue and capital budget and reasons for variance	Detail research / To be confirmed

	Cabinet Member, Resources all Directors and all Scrutiny Chairs		
2014-15 Year End Performance Report	Ness Young – Corporate Director – Resources and Section 151 Officer, CMB Yuan Shen, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs	To review 2014-15 performance as at 31 March 2015 against corporate plan commitments and indicators	Detail research / To be confirmed

4.2 The table below lists the item to be considered and the invitees due to attend in respect of the subsequent meeting of the Committee to be held on 10 December 2015.

Topic	Invitees	Specific Information Requested	Research to be Undertaken by the Overview & Scrutiny Unit
2016-17 Draft Budget Consultation Process	Ness Young – Corporate Director – Resources and Section 151 Officer, Resources Director, Randal Hemmingway – Head of Finance, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs	To consider the draft Cabinet Budget Proposals for 2016-17; to give Members background information as to the consultative role of Overview and Scrutiny Committees and the work of the Standing Budget Research and Evaluation Panel in respect of the budget setting process; and to Inform Members of the results of the public consultation process in relation to the draft budget proposals.	Detail research / To be confirmed
2015-16 Half Year Corporate Plan Performance Report	Ness Young – Corporate Director – Resources and Section 151 Officer, CMB Yuan Shen, Councillor M Gregory - Cabinet Member, Resources all Directors and all Scrutiny Chairs	To review performance as at 30 September 2015 against 2015-16 corporate plan commitments, milestones and indicators	Detail research / To be confirmed
2015-16 Half Year Financial Performance	Ness Young – Corporate Director – Resources and Section 151 Officer, Councillor M Gregory - Cabinet Member, Debbie Exton – Group Manager Finance, Resources all Directors and all Scrutiny Chairs	To review 2015-16 financial performance as at 30 September 2015	Detail research / To be confirmed

4.3 The table below lists all potential items that the Committee received at their meeting on 24 June 2015 which are put to the Committees for reprioritisation as appropriate.

Topic	Proposed Date	Specific Information Requested	Research to be Undertaken by the Overview & Scrutiny Unit
Draft 2016-2020 Corporate Plan	21 January 2016	To comment on the Council's draft 2016-2020 Corporate Plan including its improvement priorities, revised actions and the associated commitments and indicators for	Detail research / To be confirmed

		2016-17	
Delivery update on Making Best Use of Resources project within the Bridgend Change Programme	21 January 2016	To review progress on the following projects: <ul style="list-style-type: none"> • Finance System • Community Care Information System • Sickness absence management • Schools SLA (including schools' sickness absence management) • Parc Afon Ewenni • Out of Hours • Overtime • Asset Disposal • Schools' modernisation programme • Strong Communities, Connecting Services • Maximising Space and Technology • Business support review • Procurement and commissioning • Regulatory services collaboration 	Detail research / To be confirmed
Building Refurbishment & Construction and Design Management	25 February 2016	The Committee has requested that this item remains on the Forward Work Plan with updates on the roll out of the revised BCBC model for service provision with particular interest in the potential for sharing the model with other authorities in future	Detail research / To be confirmed
2015-16 Quarter 3 Financial Performance	22 March 2016	To review 2015-16 financial performance as at 31 December 2015	Detail research / To be confirmed
2016-17 Business Plans	22 March 2016	To comment on Directorate 2016-17 business plans including its actions, milestones and performance measures	Detail research / To be confirmed

5. Effect upon Policy Framework and Procedure Rules

5.1 The work of the Corporate Resources and Improvement Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment

6.1 None

7. Financial Implications

7.1 None.

8. Recommendations

The Committee is recommended to:

- (i) Note the topics due to be considered at the meeting of the Committee for 22 September 2015 and confirm if it requires any additional specific information to be provided by the invitees listed or the Overview & Scrutiny Unit;
- (ii) Determine the invitees to be invited to attend, any specific information it would like the invitees to provide and any research that it would like the Overview & Scrutiny Unit to undertake in relation to its meeting for 10 December 2015;
- (iii) Revisit and consider the list of future potential items for the Committees Forward Work Programme and reprioritise as the Committee feels appropriate.

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Background Documents: None