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Bridgend County Borough Council



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Gwasanaethau Gweithredol a Phartneriaethol / Operational and Partnership Services

Deialu uniongyrchol / Direct line /: 01656 643387 /
643147

Gofynnwch am / Ask for: Sarah Daniel

Dyddiad/Date: Friday, 29 September 2017

Dear Councillor,

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

A meeting of the Corporate Overview and Scrutiny Committee will be held in the Committee Rooms 2/3, Civic Offices Angel Street Bridgend CF31 4WB on **Thursday, 5 October 2017 at 9.30 am.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members.
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 - 14
To receive for approval the minutes of a meeting of the Corporate Overview and Scrutiny Committee of the 31 July 2017
4. Overview and Scrutiny Forward Work Programme 15 - 40
5. Nomination of Members to Public Service Board Panel 41 - 44
6. Procurement Update 45 - 52
Invitees

Andrew Jolley – Corporate Director Operational and Partnership Services
Cllr Hywel Williams – Deputy Leader
Cllr Dhanisha Patel – Cabinet Member for Wellbeing and Future Generations
7. Rationalising the Estate: Smarter Use of Resources 53 - 64
Invitees:

Mark Shephard – Corporate Director Communities

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Cllr Hywel Williams – Deputy Leader
Cllr Charles Smith – Cabinet Member Education and Regeneration
Satwant Pryce – Head of Regeneration Development and Property Services
Fiona Blick – Group Manager Property Services

8. Information Reports for Noting 65 - 90
Budget Monitoring 2017-18 – Quarter 1 Forecast
9. Urgent Items
To consider any item(s) 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

Corporate Director Operational and Partnership Services

Councillors:

JPD Blundell
N Clarke
J Gebbie
CA Green
M Jones

Councillors

RL Penhale-Thomas
B Sedgebeer
RMI Shaw
JC Spanswick
T Thomas

Councillors

KJ Watts
CA Webster
A Williams

Agenda Item 3

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - MONDAY, 31 JULY 2017

MINUTES OF A MEETING OF THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE HELD IN COMMITTEE ROOM 2/3, CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON MONDAY, 31 JULY 2017 AT 2.00 PM

Present

Councillor CA Green – Chairperson

JPD Blundell
RMI Shaw
A Williams

N Clarke
JC Spanswick

J Gebbie
T Thomas

M Jones
KJ Watts

Apologies for Absence

RL Penhale-Thomas and B Sedgebeer

Officers:

Susan Cooper	Corporate Director - Social Services & Wellbeing
Sarah Daniel	Democratic Services Officer - Committees
Lindsay Harvey	Corporate Director Education and Family Support
Gail Jewell	Democratic Services Officer - Scrutiny
Andrew Jolley	Corporate Director Operational & Partnership Services
Gary Jones	Head of Democratic Services
Rachel Keepins	Democratic Services Officer - Scrutiny
Sarah Kingsbury	Head of Human Resources, Organisation and Development and Customer Services
Laura Kinsey	Head of Children's Social Care
Martin Morgans	Head of Performance and Partnership Services
Zak Shell	Head of Neighbourhood Services
Mark Shephard	Corporate Director - Communities

1. APOLOGIES FOR ABSENCE

Apologies from absence were received from the following Members:
Councillor B Sedgebeer
Councillor R Penhale-Thoams

2. DECLARATIONS OF INTEREST

None

3. MINUTES OF PREVIOUS MEETINGS

RESOLVED: That Members noted the minutes of the following meetings of previous meetings of the Overview and Scrutiny Committees

- Community, Environment and Leisure – 26 January 2017
- Partnerships and Governance – 6 February 2017
- Adult Social Care - 14 March 2017

4. ELECTION OF CHAIR

RESOLVED: That Councillor CA Green was elected as Chairperson of the Corporate Overview and Scrutiny Committee

5. COUNCIL'S PERFORMANCE AGAINST ITS COMMITMENTS AND A SUMMARY OF ITS FINANCIAL POSITION AT YEAR END FOR 2016-17

The Scrutiny Officer presented a report to members which related directly to the Council's Corporate Plan 2016-20 which set out the Council's Improvement priorities and identified actions to realise those priorities and to its Medium Term Financial Strategy 2016-17 to 2019-20

The Chairperson welcomed the Corporate Director Social Services and Wellbeing, Head of Finance and the Cabinet Member Social Services and Early Help to the meeting.

Members asked for clarification on the figures in paragraph 3.2 of the report in relation to the Capital Programme. The Head of Finance stated that he would check the annual allocations that the Authority has every year and clarify this with members.

A Member thanked the Officers for the report and commented on the large amount of detail and data within it and asked if it would be possible in future, to have a brief report that highlighted the areas of concern so Members were better able to provide advice and add value in areas that matter the most. Members agreed that this would also make the report easier to read for the public and to better understand the functions of the Council and the challenges that we face as a local authority.

The Head of Finance stated that if Members prefer this option they could do this in the future. The document Members had in front of them was an executive summary of a report that is produced for Cabinet. He added Officers were trying to strike a balance between not providing Members with enough information they need to effectively scrutinise the report and providing sufficient information.

Members queried if the Authority had any data to compare with other Local Authorities in Wales to see how BCBC compared nationally in our sickness rates as the data alone for this authority was difficult to analyse in isolation and it would be useful to know how we compared on an all Wales average.

Members also questioned how the Authority was helping staff to return to work and overcome mental health issues.

The Corporate Director Social Services and Wellbeing advised that the Directorate held performance information around sickness and they have a performance management process in place. She stated that sickness levels of staff who work in personal care are generally higher due to the nature of their work. She added that as a comparison the Social Services and Wellbeing Directorate were fairly even at the moment and they were currently showing a slight improvement in the 3rd and 4th quarter and were focussing on maintaining this. She added that the Directorate works closely with HR and together they ensure there is a plan for every long term sickness and had recently improved their return to work procedure.

A Member asked how the Directorate were supporting staff that were off sick, or had returned to work with stress, anxiety and depression.

The Corporate Director Social Services and Wellbeing advised that the Authority as a whole were promoting wellbeing amongst staff and if they were concerned about any member of staff they would refer them to wellbeing support that was available to all staff and, if required, they would also be referred to occupational health. She added that the Directorate were also promoting flexible working schemes and staff have return to work interviews, with trained managers to give the opportunity for managers to talk to staff about their wellbeing and feedback to HR so they had qualitative information to report on.

The Corporate Director Operational and Partnership Services added that they were in the process of compiling a report to CMB about the support mechanisms that were in place for staff, which included external support such as walking clubs, exercise clubs and advice on third sector walk in centres for those suffering from mental health issues.

A Member asked how sickness impacted on the budget where staff had to be replaced by agency staff.

The Corporate Director Social Services and Wellbeing stated that the Authority do need to replace a lot of home care staff if they are off sick as their visits still need to be carried out, however they would not necessarily cover administrative and managerial posts and they ensure that managers were taking an objective view to this and only use agency workers to cover where absolutely necessary. She added that the costs were factored into the overall budget.

A Member asked how managers were engaging with staff that had been made redundant or at risk of redundancy due to budget pressures.

The Corporate Director Social Services and Wellbeing stated that whilst undergoing transformation there had been engagement with all staff, HR and trade unions at an early stage. She advised Members that all staff were offered redeployment opportunities and due to the information and sharing of plans there had been no significant concerns reported. During the redesign of home care, managers had consulted monthly with staff, as well as families and children affected by the redesign before any changes were made. She added that staff were aware that the Authority could not progress or modernise without looking at new ways of working which could potentially have an impact on staff in the Directorate.

A Member was concerned that stress was high across the Authority and asked if the reasons behind the high volume of staff on leave with stress were known and if there was a trend.

The Corporate Director Social Services and Wellbeing advised that whilst there were staff on leave with elements of stress there were other reasons that contributed to the high volumes of sickness in the Directorate due to the very nature of work they undertake in relation to providing personal care. She stated that if a member of staff was off work with Diarrhea and vomiting they could not attend work for at least three days after they were free of symptoms to stop the risk of spreading the illness to service users.

She added that her Directorate had high levels of hands on staff that are in direct care, compared with office based staff and were currently unable to work flexi time unlike their office based counterparts. She stated that they were introducing a flexi time scheme for care workers, but work was being carried out to ensure it did not impact service users.

A Member queried the £1.17m overspend in relation to Looked After Children and asked how the project plans were progressing in relation to residential Childrens services.

The Corporate Director Social Services and Wellbeing stated that demand was still high in Childrens Social Services and they had to deliver this service on an ever decreasing budget. She added that they were beginning to see numbers of trending Looked After Children decrease. The Directorate were also looking to create more in house foster placements as these cost much less than external foster places. The Corporate Director Social Services and Wellbeing added that the Authority were also driving forward a campaign for foster placements locally, especially mother and child foster placements. She explained that there was a long and complex process to go through to be approved as a foster carer and the cost of the process was also high. Foster families in Bridgend now also have specialist support and training in place to be able to cope with difficult behavior's so more children are able to have placements in County. The high costs of the placements were also attributed to foster families who were able to respond in an emergency, and high secure placements which could cost over £5,000 a week.

A Member asked if the Authority pay the Welsh Government rates to foster carers in Bridgend and asked how many children from BCBC were placed in out of County placements.

The Corporate Director Social Services and Wellbeing stated that they do pay the rates set by Welsh Government. She added that she did not have the figures with her at the meeting to share with members how many children had been sent out of County but would collate and anonymise and send this on to members.

The Chairperson thanked the Corporate Director Social Services and Wellbeing and the Cabinet Member Social Services and Early Help for their attendance and assistance in answering Members queries at the meeting.

The Chairperson welcomed the Interim Corporate Director Education and Family Support, the Head of Education and Family Support and the Cabinet Member Education and Regeneration to the meeting

A Member commented that the Directorate were achieving a consistent improvement in relation to the attainment gap with children eligible for free school meals and asked how they planned to keep improving. The Interim Corporate Director Education and Family Support stated that they were looking at ways to support the development of these learners with the pupil deprivation grant and also funding from Welsh Government. He advised that it was ultimately the decision for the individual schools to determine how they spend the funding but they had to publish the information and Estyn would monitor it regionally as schools employed different strategies. More schools use money more widely for all learners, but Welsh Government were focusing on a drive to target learners who were eligible for free school meals.

A Member asked about the pupil deprivation grant and stated that one method from other Local Authorities is that they use part of the fund for family link officers and asked if BCBC also use this tool.

The Head of Education and Family Support advised that the Authority does use this approach and it is currently embedded in the early help offer but that their preferred approach was a broader offer of support such as school based counselling based on hub models that is easily accessible for schools.

A Member commented that historically BCBC are a low statementing Authority with regards to children with special educational needs and asked if this was still the case.

The Head of Education and Family Support advised Members that the data was no longer published so we don't know and they would need to wait for the new ALN bill to see if this would change.

A Member commented on the high level of sickness in the directorate, particularly in relation to stress and anxiety, he noted that it was way above any other directorate at 33% and asked officers for an explanation for this – stress and anxiety.

The Head of Education and Family Support stated that a lot of work and research had been undertaken in relation to understanding sickness in directorate. As most of their services were frontline it could be a very stressful job. She added that a number of staff surveys had been undertaken, and the results show that people feel supported and generally the response overall was positive, which she agreed did not add to understanding the levels of sickness. She advised that they work closely with managers to be supportive of approach but also firm around the sickness policy that was in place. The Interim Corporate Director Education and Family Support added that practical measures were in place and they were currently looking at more pastoral support in team meetings and procedures around lone working and operational matters regarding returning to work. He added that the number of sick days per FTE was coming down slowly and reassured Members that a consistent approach was being taken.

A Member asked how the return to work interviews were monitored in schools and asked if all schools complete them.

The Interim Corporate Director Education and Family Support stated that schools were not always completing these and we as an Authority cannot enforce the matter with them. He added that when he meets with head teachers he was making a clear message that they must make every effort to complete them and they are chased to ensure they are completed but ultimately it was managed and led by the individual school.

The Chairperson thanked the Interim Corporate Director Education and Family Support, the Head of Education and Family Support and also the Cabinet Member Education and Regeneration for their attendance at the meeting and for their assistance in answering their queries.

The Chairperson welcomed The Corporate Director Communities, the Head of Street scene and the Cabinet Member Communities to the meeting.

A Member questioned the reasons for absence in relation to stress, anxiety and depression which was at 26% of overall sickness for the Directorate and was concerned at how high it was. He asked the officers if they had any reasons they could attribute to the sickness and how they were managing it.

The Corporate Director Communities stated that it was a trend across the whole Council but had been decreasing gradually over a number of years. He stated that the whole council was going through a transformational change programme and looking at a reduction in staff whilst seeking to limit effect on public by trying to be more efficient would impact on staff wellbeing. He added that the Authority were striving to deliver the same service with fewer people and so this has seen an increase in reporting of this type of illness. He advised Members that once someone has been off work for a number of weeks occupational health then manage their absence and work with the member of staff to look at how they can make their return to work easier, such as phased returns. He added that the Authority were looking to address issues corporately around wellbeing and they recognised that they need to do more around wellbeing to support own staff, as they were the most valuable resource that the Authority has.

The Cabinet Member Communities stated that the Communities directorate had been disproportionately cut in comparison to other directorates in the Authority. He stated that a desire to maintain service but with a dramatically reduced workforce will increase staff sickness and, with more budget reductions the public needed to realise that we may not be able to offer some services we have previously had in the past.

A Member asked for an update on the Community Asset Transfer (CAT) process and if the process was working yet. Members were concerned at the complexity of the process and the scrutiny of business plans submitted by small businesses such as sports clubs and that this was putting a barrier up and stopping CATs from progressing.

The Corporate Director Communities explained that they had received a lot of expressions of interest on potential transfers but for various reasons they had not been progressed further. He added that the Directorate had submitted a report to Cabinet last week to amend the CAT process to make it easier for a CAT to take place. He added that there was a need to strike the right balance in terms of support. Business and finance do review the business plans to ensure the asset is financially sustainable for the future, as they do not want to undertake a CAT for it to fail and have to close just a few weeks/months down the line.

A Member commented on the number of vacant premises in town centres as a consequence of the current economic climate. He noted that Porthcawl and Maesteg were doing well and asked why Bridgend wasn't doing so well. He asked what parameters were covered by the Town Centre and if we had the data on the footfall.

The Cabinet Member Education and Economic Development advised that footfall is measured and reported to quarterly. Porthcawl has a very small retail area and lots living in the immediate surrounding area and also have the benefit of a wave of new customers every week from those that are holidaying in the nearby caravan parks. Maesteg also has a compact retail centre. He stated that Bridgend has a large and spread out retail space and with austerity measures there was a lack of spending power and society was changing where people preferred to shop online and at out of town shopping centres. He advised there was an empty properties group that meets regularly and they were looking into a living in the town centre strategy with coastal housing to create living space on upper floors and retail downstairs.

The Corporate Director Communities advised that some Local Authorities have budget in their Capital Programme to purchase these properties but this would be at the expense of something else within the budget.

The Chairperson thanked The Corporate Director Communities, the Head of Street scene and the Cabinet Member Communities for their attendance at the meeting and their assistance in answering Members queries.

A Member noted the PIs for benchmarking finance, legal and HR and asked why they did not have comparative data between other Welsh Local Authorities as Bridgend were a member of APSE who could provide this data.

The Corporate Director Operational and Partnership Services advised that we do have the data and this could be shared with members. He added that most of the PIs were national PIs. The Head of Human resources and organisational Development stated that the Authority report on sickness and the WLGA report on it annually so the figures would be available around September time.

A Member commented that sickness levels for Finance attributed to stress were higher than any other Directorate and asked why this may be.

The Head of Finance stated that whilst they were the highest they were also a substantially smaller service. He advised that a small number of individuals that were off work for an extended period of time with stress and anxiety were non-work related issues and therefore out of their control to a degree.

A Member asked when the Authority were planning to go live with Baseware Solutions. The Head of Finance stated that he wasn't sure and would provide this information to members outside of the meeting.

A Member asked for some explanation and comments around the sickness levels in relation to stress and anxiety in the Operational and Partnership Services Directorate.

The Corporate Director Operational and Partnership Services explained that they work with staff on methods of recognising stress and also monitor the workload of staff to make sure it is manageable. He advised that they have also developed joint working with other authorities so there is always someone to work with and no staff are never alone working. He advised that some of the long term sicknesses in his directorate were attributed to individuals that had muscular problems, and that these were often longer periods of sickness as staff were unable to get timely appointments for scans to determine a diagnosis and then treatment options. He added that they work with staff to enable them to return to work and look at procedures such as them working from home, flexi time or part time working, however some were unable to return at all until they had a diagnosis. He added that there were also a number of support mechanisms in place for staff in relation to diet, lifestyle, wellbeing and exercise. The Head of Human Resources and Organisational Development added that they had also recently joined with Care First to provide staff and their families with telephone and face to face counselling.

A Member asked how Scrutiny members can strategically support these directorates for example help with budget allocating and help with recognising contributing factors towards the stress and anxiety that staff are suffering from, for example it could be linked to staff morale.

The Corporate Director Operational and Partnership Services informed members that the Authority goes through a process every year with staff not knowing if they will have a job the following year or not. He added that the Local Government career is not what it once was and it was very difficult to recruit now. The Head of HR and Organisational Development added that sickness was worse 10 years ago with an average 14 days per FTE now reduced to 9 days. She added that HR were developing systems to so they could better understand where the sickness issues were and the developing trends. She advised that they were also improving their E Learning and return to work procedures to improve sickness levels. She reminded Members that staff were entitled to 6 months full pay and 6 months half pay if they were off sick but they do everything they can to support staff in coming back to work. She advised Members that collaborative work had been undertaken with the WLGA in 2015 to understand if there was a common issue/theme in regards to sickness issues in the workplace but this had unfortunately not provided any clear or easy answers.

A Member asked what the average salary was for a full time employee in the Authority and suggested that the Authority look at a fast track referral system for those members of staff who were off sick because they were waiting for scans or tests. They would then potentially have a quicker diagnosis which in turn could enable them to return to work more quickly.

The Head of Human Resources and Organisational Development stated that she could not advise on the average salary for BCBC but they do not have a fast track system in place for referrals for scans. She advised Members that the Princess of Wales Hospital does have a fast track Physiotherapy department where members of the public that live in Bridgend could walk in and self-refer. She added that the Authority were currently exploring the option of an employee health benefit scheme to see if that was a possibility and they also promoted charitable based organisations as another layer to of support to the NHS.

In response to a question from members the Head of Human Resources and Organisational Development advised that the line manager normally refers a member of staff to occupational health if they deemed appropriate to, however individual staff members could self-refer if they felt necessary. She further added that work related stress would automatically be referred to care first.

Conclusions

Following the Committee's consideration and discussions they determined to make the following comments and requests for further information:

Sickness Absence

The Committee expressed concern regarding the sickness absence figures across the Authority. Members commented that the figures relating to stress/Anxiety/Depression/Mental Health provide a worrying figure and questioned whether there was a direct correlation between the budget reductions and asking staff to take on more work and the sickness absence figure increasing and similarly whether there was a correlation between sickness absence and budget overspend.

The Committee requested that they receive the following information in relation to sickness absence:

- a) comparative information with other Local Authorities to determine where we are ranked in relation to Wales on sickness absence and if possible to receive these comparisons at a Directorate level;
- b) any possible costings associated with sickness absence;
- c) Information on how many agency staff have been employed over the past 6-12 months and at what cost?
- d) How many staff out of the FTE figure have never been off sick and how many staff relate to recent sickness figures; in order to give a more accurate picture;
- e) A response as to whether Members could receive Apse data to assist them in considering comparisons with other LAs as the Authority are a member of APSE and its involves public sector benchmarking data for over 200 LAs.

In response to the issue of staff remaining off on sick due to waiting for scans and tests on the NHS, the Committee recommended that some form of FastTrack system to provide financial assistance for tests be explored as the cost of this could be far less than the cost of the sickness and therefore would benefit both the individual involved and the Authority.

The Committee reiterated the views of the previous CRI Overview and Scrutiny Committee in that there was a need for a strategic stance to be taken with sickness absence to determine if there were common issues across the Authority and whether there were pockets of concern so that focus can be provided specifically in these areas. Whilst recognising that the WLGA has carried out a piece of work in this field the

Committee commented that things have changed since then and further budget cuts have occurred. They therefore recommended that an overview was required where consultation was carried out with staff and the Trade Unions to determine if there were any correlations. The Committee also once again recommended that the Chief Executive incorporate a specific percentage reduction target for sickness absence in his appraisal so that there is a strategic focus from the top.

Social Services and Wellbeing

The Committee requested that they receive breakdown information on the Looked After Children Population including how many are in Out of County Foster Care.

Communities

The Committee requested that they receive the Town Centre Footprint for Bridgend.

Community Asset Transfer (CAT) – the Committee expressed concern over the CAT process and recommended that a decision needed to be made over the policy and whether to introduce definitive timelines as to when the Council will no longer support the Assets and thus an end date for communities and organisations to put in bids to take them on. It is hoped this would encourage interest as without a deadline there is no urgency for organisations.

Members expressed concern over the delays with the Extra Care Scheme in relation to the Authority signing off on the project with Linc and also slippage mentioned in terms of the selling of a school. Members queried whether there was a common theme or issue causing such delays.

Finance

Members requested that they receive information on when the Authority expects to go live with Baseware Solutions.

The Committee requested that clarification be provided in future reports in relation to paragraph 3.2 of the cover report and the Capital programme figure.

General Comments

The Committee agreed that work needed to be done on a different way to report Performance information to the Committee as it was currently too much information with not enough time to consider it. Members agreed that a small workshop be undertaken to consider the best method for reporting the Authority's performance and budget position to the Scrutiny Committee.

6. OVERVIEW AND SCRUTINY FORWARD WORK PROGRAMME 2017-18

The Scrutiny Officer presented Members with the Overview and Scrutiny Draft Forward Work Programme for 2017-18 for their consideration and approval.

The Corporate Overview and Scrutiny Committee Forward Work Programme was approved as set out in the report with the following change discussed and agreed by Members for the next meeting.

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - MONDAY, 31 JULY 2017

- 2017-18 Quarter 1: Budget Monitoring and Financial Performance. This will be an information report to Members. Members will instead receive a report on Procurement.

The Committee agreed the Subject Overview and Scrutiny Committee's Forward Work Programme as follows:

Date	Committee	Topic
13 September 2017	SOSC 3	Developing Bridgend as a place to work, live and visit
14 September 2017	SOSC 1	ALN Reform
18 September 2017	SOSC 2	Early Help and Safeguarding
9 October 2017	SOSC 2	CAMHS
25 October 2017	SOSC 3	Waste
6 November 2017	SOSC 1	Residential Remodelling – Childrens Services
15 November 2017	Corporate	Digital Transformation Programme

It was agreed that the following items were important and needed to be prioritised for later in the forward work programme:

- Schools Strategic Review
- School Standards Report 17-18
- Prevention and Wellbeing and Local Community Coordination
- Residential Remodelling – Extra Care Housing Schemes
- Safeguarding
- Dementia Care

Finally, the Committee determined that the following items be taken up as briefing sessions either independently or as part of the pre-Council briefing schedule:

- Overview of Direct Payments
- Social Services Commissioning Strategy
- Western Bay Regional Working – Update going forward

7. CORPORATE PARENTING CHAMPION NOMINATION REPORT

RESOLVED: Councillor J Gebbie was nominated as its Corporate Parenting Champion to represent the Committee at meetings of the Corporate Parenting Cabinet Committee

8. NOMINATION TO THE PUBLIC SERVICE BOARD OVERVIEW AND SCRUTINY PANEL

RESOLVED: The following Members were nominated to sit on the Public Service Board Overview and Scrutiny Panel:

Councillor K Watts
Councillor JC Spanswick
Councillor T Thomas

9. URGENT ITEMS

None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

5 OCTOBER 2017

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

OVERVIEW AND SCRUTINY FORWARD WORK PROGRAMME 2017-18

1. Purpose of Report.

1.1 To present:

- a) the items due to be considered at the Committee's meeting to be held on 15 November 2017 and seek confirmation of the information required for the subsequent scheduled meeting to be held on 14 December 2017;
- b) a list of responses to comments, recommendations and requests for additional information from the previous meeting of the Corporate Overview and Scrutiny Committee;
- c) a list of potential Forward Work Programme items for formal prioritisation and allocation to each of the Subject Overview and Scrutiny Committees.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The key improvement objectives identified in the Corporate Plan 2016–2020 have been embodied in the Overview & Scrutiny Forward Work Programmes. The Corporate Improvement Objectives were adopted by Council on 1 March 2017 and formally set out the improvement objectives that the Council will seek to implement between 2016 and 2020. 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.
- 3.2 An effective FWP 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").

Feedback

- 3.3 All conclusions made at Overview and Scrutiny Committee meetings, as well as recommendations and requests for information should be responded to by Officers, to ensure that there are clear outcomes from each topic investigated.
- 3.4 These will then be presented to the relevant Scrutiny Committee at their next meeting to ensure that they have had a response.
- 3.5 For Subject Overview and Scrutiny Committees (SOSC), when each topic has been considered and the Committee is satisfied with the outcome, the SOSC will then present their findings to the Corporate Overview and Scrutiny Committee (COSC) who will determine whether to remove the item from the FWP or to re-add for further prioritisation at a future date.
- 3.6 The FWPs will remain flexible and will be revisited at each COSC meeting with input from each SOSC and any information gathered from FWP meetings with Corporate Directors and Cabinet.

4. Current situation / proposal.

- 4.1 Attached at **Appendix A** is the Corporate Overview and Scrutiny forward work programme which includes the items scheduled for the next two meetings to be held on 15 November and the 14 December. It is for the Committee to determine any further detail to request as part of these reports including any additional invitees they wish to attend to assist the Committee in its deliberations. Members may also wish to consider the feedback and responses from their previous Committee meeting attached at **Appendix B** when determining this detail and any future items.
- 4.2 In addition to this, the Corporate Overview and Scrutiny Committee have responsibility for setting and prioritising the overall forward work programme for the Subject Overview and Scrutiny Committees.
- 4.3 Attached at **Appendix C** is the overall FWP which includes the topics prioritised and agreed by the COSC for the next set of SOSCs in Table A, as well as a list of topics prioritised by each SOSC for the following 2 meetings at Table B. The list of items in Table B require formal prioritisation by the Corporate Overview and Scrutiny Committee and allocation back to each Subject Overview and Scrutiny Committee for investigation.
- 4.4 Table C incorporates items that were deemed important for future prioritisation. All lists have been compiled from suggested items at meetings of each of the Overview and Scrutiny Committees. It also includes information proposed from Corporate Directors, detail from research undertaken by Scrutiny Officers and information from FWP Development meetings between the Scrutiny Chairs and Cabinet.
- 4.5 It is worth noting that the Appendices omit the meetings in December 2017 which are scheduled for consideration of the draft budget proposals with the following allocations:

Date	Committee	Directorate Budget Proposals
4 December 2017	SOSC 1	Education and Family Support
6 December 2017	SOSC 3	Communities

7 December 2017	SOSC 2	Social Services and Wellbeing
14 December	COSC	Finance/ Operational and Partnerships Services

- 4.6 Members are reminded that any new items to the Scrutiny FWP are submitted via the Criteria Form for presentation back to the Committee and formal agreement that it be added.

Corporate Parenting

- 4.7 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
- 4.8 In this role, it is suggested that Members consider how each item they consider affects children in care and care leavers, and in what way can the Committee assist in these areas.
- 4.9 Scrutiny Champions can greatly support the Committee in this by advising them of the ongoing work of the Cabinet-Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.

Identification of Further Items

- 4.10 The Committee are reminded of the Criteria form which Members can use to propose further items for the FWP which the Committee can then consider for prioritisation at a future meeting. The Criteria Form emphasises the need to consider issues such as impact, risk, performance, budget and community perception when identifying topics for investigation and to ensure a strategic responsibility for Scrutiny and that its work benefits the organisation.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 The work of the Corporate 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 wellbeing 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.

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

7.1 The delivery 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:

- a) Note the topics attached at Appendix A to be considered at the next meeting of the Corporate Overview and Scrutiny Committee scheduled for 15 November 2017 and confirm if it requires any additional specific information to be provided in the report or any further invitees to attend;
- b) Note the list of responses to comments, recommendations and requests for additional information including any still outstanding from the previous meeting of the Corporate Overview and Scrutiny Committee attached at Appendix B.
- c) Revisit and consider the list of future potential items for the Committees own Forward Work Programme and reprioritise as the Committees feels appropriate;
- d) Consider the feedback from the SOSCs on their previous items which has been incorporated into Appendix C and determine a response for the FWP;
- e) Agree three priority topics from the list of items attached at Appendix C, identify any further detail and allocate as appropriate to the Subject Committees for their next meetings;
- f) Identify three further priority topics from the list of items attached at Appendix C as an indication of the possible items for future allocation to the Subject Committees;
- e) Identify suitable items for Webcasting from both the COSC's and the SOSCs' Forward Work Programmes.

Andrew Jolley
Corporate Director – Operational and Partnership Services

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CF31 4WB

Background documents

None

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Meeting Date	Item	Lead Scrutiny	Author	Further Information	Invitees
05-Oct-17	2017-2018 Quarter 1 - Info Report	SD		To review 2017-18 financial performance as at 30 June 2017: forecast out-turn against revenue and capital budget and reasons for variance	None
	Rationalising the Councils Estate including Depot Rationalisation	SD		Originating out of the Corporate Plan – one of the five key projects/programmes under Corporate Priority 3 – Smarter Use of Resources. Rationalising the Council's Estate – Once decision made in relation to Ravens Court Committee's role to assist in developing the next phase. Depot Rationalisation relates back to 2014 where there were concerns over the budget - increase in the cost of the project and the need for consultants, the disposal of land and the gaining of a capital receipt for this.	Deputy Leader; Cllr C Smith, Cabinet Member Education & Regeneration; Mark Shepherd, Corporate Director – Communities.
	Procurement	SD		Focus on outcomes and progression of the various work streams of the procurement project. 5 October 2017 Implications of recent legislation such as national minimum wage, zero contract hours	Cllr Hywel Williams, Cabinet Member - Resources Andrew Jolley, Corporate Director - Operational and Partnership Services
15-Nov-17	Digital Transformation Programme			Further monitoring of the project including its potential savings and risks	Cllr Hywel Williams, Cabinet Member – Resources; Darren Mephram, Chief Executive; Randal Hemingway, Head of Finance.
	Contract Management			Monitoring reports on Contracts such as Awen and Halo Due diligence issues- lessons to be learnt	Susan Cooper, Corporate Director, Social Services and Wellbeing; Cllr Hywel Williams, Cabinet Member - Resources; Andrew Thomas, Group Manager - Sports and Physical Activity; CE, Halo CE Awen
	Directorate Budget Consultation			Consideration of Directorate Budget for 2018/19	Cabinet and CMB; Randal Hemingway, Head of Finance;

14-Dec-17	2017-2018 Half Year Financial Performance and Half Year Corporate Plan Performance Report			To review performance including financial performance as at 30 September 2017 against 2017-18 corporate plan commitments, milestones and indicators	Cabinet and CMB; Randal Hemingway, Head of Finance; Yuan Shen, Corporate Performance Partnership and Transformation Manager.
25-Jan-18	Budget Responses and Budget REP			Collate all OVSC and BREP feedback and comments	Cllr Hywel Williams, Cabinet Member – Resources; Andrew Jolley, Corporate Director - Operational and Partnership Services; Randal Hemingway, Head of Finance.
	Corporate Plan			To comment on the Council's draft 2017-2020 Corporate Plan including its improvement priorities, revised actions and the associated commitments and indicators for 2018-19	Cabinet and CMB; Randal Hemingway, Head of Finance; Yuan Shen - Corporate Improvement and Integrated Partnerships Manager.
21-Feb-18	20172018 Quarter 3 Financial Performance			To review 2017-18 financial performance as at 31 December 2017	Cabinet and CMB; Randal Hemingway, Head of Finance.
	City Deal			Revisit the City Deal item to monitor its progression	Leader; Deputy Leader; Darren Mephram, Chief Executive; Mark Shephard, Corporate Director Communities.
29-Mar-18	Community Safety Partnership			To provide Members with an overview of Community Safety Partnership priorities and projects	Relevant Cabinet Member; Andrew Jolley, Corporate Director – Operational and Partnership Services; Community Safety Team Leader; Super Intendent Martin Jones.
	Business Plan 2017-2018			To comment on Directorate 2017-18 business plans including its actions, milestones and performance measures	Cabinet and CMB; Randal Hemingway, Head of Finance; Yuan Shen, Corporate Performance Partnership and Transformation Manager.
30-Apr-18	Public Service Board			Updates from Public Service Board OVS Panel	
	Central South Consortium			Updates from CSC OVS Working Group	

Date of Meeting	Item	Members wished to make the following comments and conclusions:	Response/Comments
21 Jul-2017 Page 23	Council's Performance against its Commitments and a Summary of its Financial position at Year End for 2016-17	<p>Sickness Absence</p> <p>The Committee expressed concern regarding the sickness absence figures across the Authority. Members commented that the figures relating to stress/Anxiety/Depression/Mental Health provide a worrying figure and questioned whether there was a direct correlation between the budget reductions and asking staff to take on more work and the sickness absence figure increasing and similarly whether there was a correlation between sickness absence and budget overspend.</p> <p>The Committee requested that they receive the following information in relation to sickness absence:</p> <p>a) comparative information with other Local Authorities to determine where we are ranked in relation to Wales on sickness absence and if possible to receive these comparisons at a Directorate level;</p> <p>b) any possible costings associated with sickness absence;</p> <p>c) information on how many agency staff have been employed over the past 6-12 months and at what cost?</p> <p>d) How many staff out of the FTE figure have never been off sick and how many staff relate to recent sickness figures; in order to give a more accurate picture;</p> <p>e) A response as to whether Members could receive Apse data to assist them in considering comparisons with other LAs as the Authority are a member of APSE and its involves public sector benchmarking data for over 200 LAs.</p> <p>In response to the issue of staff remaining off on sick due to waiting for scans and tests on the NHS, the Committee recommended that some form of FastTrack system to provide financial assistance for tests be explored as the cost of this could be far less than the cost of the sickness and therefore would benefit both the individual involved and the Authority.</p>	<p>a) The all Wales data for sickness absence is published annually and this year will occur on 14th September 2017. Data is not collected on a Directorate basis</p> <p>b) as we do not have a "costed payroll" we cannot give figures indicating the cost of sickness absence to the Council</p> <p>c) the management information we receive from Ranstad [our agency worker provider] do not provide details of how many agency requests were made specifically to cover sickness, we could explore whether this is possible in the future. The robustness of this data will always be questionable in the sense that: we will be relying on line managers to declare the reason at the time of the request; this will not be the only mechanism for covering sickness [eg, long term cases may be filled by moving resources and back-filling at a lower level, recruiting on a short term temporary contract, etc</p> <p>d) HR would be unable to easily extract this information. This would require large resource to check individual staff records and collate the information</p> <p>e) We will investigate what APSE are able to offer and report back to the Committee but the work would have to be commissioned.</p> <p>The Authority has a responsibility to treat all staff equally, whether they are ill or not. Therefore funding for a private healthcare scheme would need to be offered to all staff in the Authority, a decision of which Cabinet would need to make.</p>

<p>The Committee reiterated the views of the previous CRI Overview and Scrutiny Committee in that there was a need for a strategic stance to be taken with sickness absence to determine if there were common issues across the Authority and whether there were pockets of concern so that focus can be provided specifically in these areas. Whilst recognising that the WLGA has carried out a piece of work in this field the Committee commented that things have changed since then and further budget cuts have occurred. They therefore recommended that an overview was required where consultation was carried out with staff and the Trade Unions to determine if there were any correlations. The Committee also once again recommended that the Chief Executive incorporate a specific percentage reduction target for sickness absence in his appraisal so that there is a strategic focus from the top.</p>	<p>“The Council does have a strategic approach to the management of absence in the sense that:</p> <p>There is a corporate policy which is supported by a “Management of Absence” toolkit – readily available on the intranet</p> <p>Corporate training has been provided to support managers in the management of both long and short term absence</p> <p>A new Occupational Health provider has been appointed with whom we are working closely to ensure proactive approaches on preventative measures, eg, health surveillance</p> <p>Management information reports have been and are being developed and refined to make sure line managers are reminded of their required actions and “chased” if necessary</p> <p>An “escalation process” has been put in place should line managers not fulfil their responsibilities</p> <p>A robust approach towards employees who are not adhering to the management of absence policy is being taken, eg, if sick notes are not provided and after warning the employee of the consequences, employees are told their sick pay will not be paid</p> <p>Via Care First we provide a wide range of on line and face to face support services , including Counselling which is available to all employees and their families . The Chief Executive's appraisal requires a strategic approach to the reduction of sickness. The views of the Corporate Scrutiny Committee will be provided to the appraisal panel</p>
<p>Social Services and Wellbeing</p> <p>The Committee requested that they receive breakdown information on the Looked After Children Population including how many are in Out of County Foster Care.</p>	<p>Please see attached figures as at the end of July 2017.</p>
<p>Communities</p> <p>The Committee requested that they receive the Town Centre Footprint for Bridgend.</p>	<p>Bridgend Town Centre footprint will be forwarded to all Scrutiny Members</p>
<p>Community Asset Transfer (CAT) – the Committee expressed concern over the CAT process and recommended that a decision needed to be made over the policy and whether to introduce definitive timelines as to when the Council will no longer support the Assets and thus and end date for communities and organisations to put in bids to take them on. It is hoped this would encourage interest as without a deadline there is no urgency for organisations.</p>	<p>The points made will be considered as part of the review of CAT that is ongoing</p>

Members expressed concern over the delays with the Extra Care Scheme in relation to the Authority signing off on the project with Linc and also slippage mentioned in terms of the selling of a school. Members queried whether there was a common theme or issue causing such delays.

Extra care - info provided in separate document also.

Extra care : the delays in relation to the granting of the long leases were due to Linc contending that the sites had nil or nominal value due to the level of site development abnormalities. We did not agree and the District Valuer was appointed to provide an independent valuation and confirmed our stance. As a result we safe guarded and generated a capital receipt of £1,105,000. A number of complex legal agreements were required to protect the long term position of both parties and these were time consuming to draft and agree.

Sale of school : delays - not sure which property is being referred to

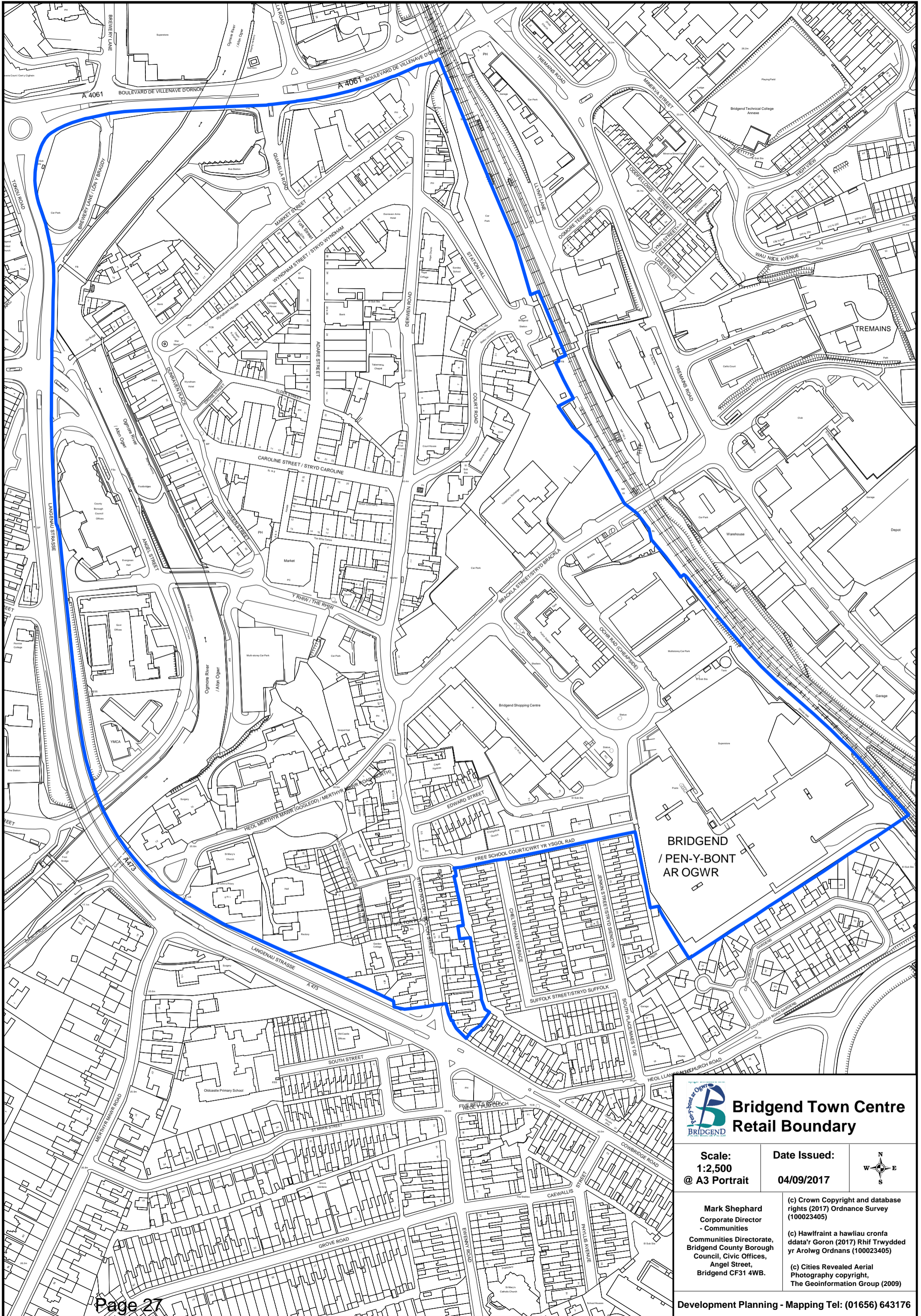
The sale of properties do not generally impact on projects – for example the School Modernisation programme - the sale of land occurs once the school has been vacated and is used as match funding. Sites with potential residential development and high land values, require complex legal agreements to protect the Council’s position and the sales will be reliant on planning consent which can be time consuming. Since 2014, £15million has been generated from the sale of surplus assets which is a real success story.

Acquisition of property can delay projects particularly if compulsory purchase powers are used. However, in relation to the new Pencoed Primary School a very swift acquisition of an adjoining house was delivered by Property Services, which required sensitive handling due to the personal circumstances of the householder and overcame the need to use a CPO.

Property transactions can be complicated, particularly in circumstances where the Council wishes to retain control / influence in the long term, for example where long leases are granted. This can sometimes result in delays, particularly if not adequately built in to the timeline of the project plan.

However, there is currently a significant capacity issue to deliver these projects. Property Services have struggled to recruit and retain over the last few years due to more competitive salaries being offered elsewhere, including in the public sector , compared to the salaries we can offer. There is currently a dearth of Chartered Surveyors employed by the Authority and unless this can be resolved this will undoubtedly result in delays going forward which involve property transaction.

<p>Finance</p> <p>Members requested that they receive information on when the Authority expects to go live with Baseware Solutions.</p>	<p>Electronic ordering will commence in Q3 with full implementation (including e-invoicing) on initial supplier/s in Q4. Priority has been given to replace goods previously fulfilled by County Borough Supplies in order to benefit the widest group of internal customers including schools</p>
<p>The Committee requested that clarification be provided in future reports in relation to paragraph 3.2 of the cover report and the Capital programme figure.</p>	<p>Noted</p>
<p>General Comments</p> <p>The Committee agreed that work needed to be done on a different way to report Performance information to the Committee as it was currently too much information with not enough time to consider it. Members agreed that a small workshop be undertaken to consider the best method for reporting the Authority's performance and budget position to the Scrutiny Committee.</p>	<p>Workshop has been organised</p>



BRIDGEND
/ PEN-Y-BONT
AR OGWR



Bridgend Town Centre Retail Boundary

Scale:
1:2,500
@ A3 Portrait

Date Issued:
04/09/2017



Mark Shephard
Corporate Director
- Communities
Communities Directorate,
Bridgend County Borough
Council, Civic Offices,
Angel Street,
Bridgend CF31 4WB.

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Children Looked After at 31st July by Type of Placement

Placement Type	Total
Placed for adoption	28
Foster Carer, Relative Or Friend (inside LA boundary)	40
Foster Carer, Relative Or Friend (outside LA boundary)	19
Foster Carer, BCBC (inside LA boundary)	141
Foster Carer, BCBC (outside LA boundary)	21
Foster Carer, Through Agency (inside LA boundary)	34
Foster Carer, Through Agency (outside LA boundary)	42
BCBC Residential Home (inside LA boundary)	10
Independent Residential Home (inside LA Boundary)	1
Independent Residential Home (Outside LA Boundary)	7
Placement with Parents Regulations	49
Section 38(6) Court directed placement	2
Total Number of Children Looked After	394

Foster Placements inside LA Boundary at 31st July

Placement Type	Total
Foster Carer, Relative Or Friend (inside LA boundary)	40
Foster Carer, BCBC (inside LA boundary)	141
Foster Carer, Through Agency (inside LA boundary)	34
Total Foster Placements (inside LA Boundary)	215

Foster Placements outside LA Boundary at 31st July

Placement Type	Total
Foster Carer, Relative Or Friend (outside LA boundary)	19
Foster Carer, BCBC (outside LA boundary)	21
Foster Carer, Through Agency (outside LA boundary)	42
Total Foster Placements (outside LA Boundary)	82

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Corporate Scrutiny 31st July 2017

Extra Care Housing –Response to extract from feedback from the Corporate Scrutiny Committee 31st 2017

Members expressed concern over the delays with the Extra Care Scheme in relation to the Authority signing off on the project with Linc and also slippage mentioned in terms of the selling of a school.

Background

The process leading up to the approval and subsequent development of the new extra care schemes has been complex and has included a number of stages as follows:

- Identification of land
- Section 106 approvals
- Legal and Counsel advice
- Financial profiling
- Planning permission
- Selection of appropriate RSL
- Consultation

Below is further detail on aspects of the process and the timescale for completion.

In November 2014, Cabinet approved the option for the Council to seek Registered Social Landlords (RSL) to develop two new ECH schemes in the County Borough. There were a number of meetings and discussions on the individual sites and Counsel's opinion was sought on the way forward. As a result, the Council decided to re-engage with all RSLs zoned to work in Bridgend. Three RSLs were sent a briefing note and selection criteria that clearly set out the Council's intention to dispose of two parcels of land for the potential development of two ECH schemes. Scheme 1 – Former Maesteg Lower Comprehensive site; and Scheme 2 – Former Archbishop McGrath site. The sites include an area for social housing, as well as the ECH development, which the RSL could elect to include within their development. The document set out the information that the Council required from the RSLs on how they proposed to develop the new Schemes. The brief clearly stated the Council's expectations for a scheme of this type and in particular the likely requirement for a combination of 1 and 2 bedroom ECH flats. The Council provided indicative information to be considered by the RSL submissions in respect of the balance in the Schemes; Maesteg Lower Comprehensive - 10 Residential Units and 20 ECH, a total of 30; and Archbishop McGrath 15 Residential Units and 25 ECH, a total of 40.

All three RSLs submitted proposals including financial details, outline sketch designs and project plans. The RSLs were advised that subject to the off market valuation of the sites being met by the RSL, the Council would select one RSL who provided the best value for money offer.

The submissions were evaluated based on value for money (quality, cost and time) determined by the Project plan; the costs of leasing the residential units (for 5 years min); and the level, nature and timing of any subsidy required; together with the need to meet the essential criteria set out in the brief.

The Extra Care evaluation panel, which consisted of Officer representatives from Social Services and Wellbeing, Housing and Community Regeneration, Communities and Resources, evaluated the submissions and elected to invite both United Welsh and Linc

Cymru to attend interview/discussion to clarify points in their respective submissions, and to discuss how they would work in partnership with the Council in their capacity as the landlord and Council's role as the care provider. Following the value for money assessment and the panel being satisfied with the response to questions surrounding their submission, Linc Cymru were deemed to be the preferred RSL partner by the evaluation panel.

Cabinet, in due course, authorised the disposal of the sites to Linc Cymru at the market value, to be agreed by the District Valuer. The Council's Corporate Director – Resources and S151 Officer, in consultation with the Assistant Chief Executive – Legal and Regulatory Services and Monitoring Officer, were authorised to negotiate the final terms of the sale contract and any ancillary documents relating to the disposal and development that they considered necessary, with a view to legally completing the sale as soon as possible and in a manner that is in compliance with State Aid law. These officers were also given delegated authority to enter into formal agreements with Linc Cymru to grant the subsidy to Linc Cymru at a level that delivers value for money in accordance with the proposed financial model.

Current situation

The Council has disposed of the land at the Former Archbishop McGrath site (Tondu) having an area of circa 2.1 acres for the amount of £735,000. The disposal of the land is by way of a 125 year lease. Linc Cymru will develop a scheme on the site consisting of 25 ECH flats (2 two bedroom and 23 one bedroom) and 15 residential care units. Linc Cymru will also develop 19 affordable housing units on the site (15 two bedroom and 4 three bedroom).

The Council has disposed of the land at the Former Lower Maesteg Comprehensive site having an area of circa 2.7 acres for the amount of £370,000. The disposal of the land is by way of a 125 year lease. Linc Cymru will develop a scheme on the site consisting of 20 ECH flats (2 two bedroom and 18 one bedroom) and 10 residential care units. Linc Cymru will also develop 17 affordable housing units on the site (7 one bedroom and 10 two bedroom). The affordable housing units are bungalows which are restricted to use / purchase by persons over a particular age i.e. over 55. This site is designed with an 'older persons' village' type development in mind.

The completion dates have been revised due to a delay in planning being approved and legal documentation being completed on both sites. Planning has now been approved for both sites.

The Project timetable provided by Linc Cymru (26/01/17) is as follows:

	Maesteg	Tondu
Tender Issue	14/10/16	01/11/16
Linc Board Approval	26/01/17	26/01/17
Contract Mobilisation	27/02/17	27/02/17
Design and Build Construction Period	10/04/17	10/04/17
Fit out period	06/08/18	10/09/18

Completion	20/08/18	24/09/18
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Scrutiny Forward Work Programme

Table A

The following items were agreed at the previous Corporate Overview and Scrutiny Committee meeting for allocation to each SOSC:

Date	Subject	Item	Specific Information to request	Rationale for prioritisation	Proposed date	Suggested Invitees	Prioritised by
Page 35 01-Oct-17	SOSC 2	Child and Adolescent Mental Health Service (CAMHS)	<ul style="list-style-type: none"> Monitoring the training being undertaken by professionals and volunteers to support and identify children and young people with mental health issues. Links with the Youth Offending Service – where these have ceased due to staffing issues, how there is a continued communication and joint up working between CAMHS and the YOS. <p>Links to transitional services and Adult Mental Health. Looking at how services were working together in cases where there is a direct impact from Adult Mental Health on children, such as parental alcohol or substance misuse or domestic abuse where children are involved.</p> <p>Data on what services are being offered and provided by schools.</p>		<p>SOSC 1 - End of 2017/beginning of 2018</p> <p>SOSC 2 - Priority in next set of meetings</p>	<p>Sue Cooper, Corporate Director – Social Services and Wellbeing;</p> <p>Lindsay Harvey, Corporate Director - Education and Family Support (Interim);</p> <p>Cllr Phil White, Cabinet Member – Social Services and Early Help;</p> <p>Cllr Charles Smith, Cabinet Member for Education and Regeneration;</p> <p>Laura Kinsey, Head of Children’s Social Care;</p> <p>Nicola Echanis, Head of Education and Family Support;</p> <p>NHS representative - Jo Abbott-Davies;</p> <p>Mark Wilkinson, Group Manager - Social Services & Wellbeing;</p> <p>Suzanne Sarjeant, Head of Pencoed Primary;</p> <p>Kaye King, Wellbeing Officer, Pencoed Primary;</p> <p>Jeremy Evans, Head of Heronsbridge;</p> <p>Dr Sylvia Fowler, Heronsbridge;</p> <p>Lorraine Silver, ALN Casework Manager;</p> <p>Representation from external agencies?</p>	SOSC 2
06-Nov-17	SOSC 1	Residential Remodelling - Children's	Appraisal of the options and proposed new model for children's residential provision and use of therapeutic interventions. (Pre decision item)	Pre decision Scrutiny item - November 2017 prior to going to Cabinet		<p>Susan Cooper, Corporate Director, Social Services and Wellbeing;</p> <p>Cllr Phil White, Cabinet Member – Social Services and Early Help;</p> <p>Laura Kinsey, Head of Children’s Social Care;</p> <p>Pete Tyson, Group Manager – Commissioning;</p> <p>Lauren North, Commissioning and Contract Management Officer;</p> <p>Natalie Silcox, Group Manager Childrens Regulated Services.</p>	SOSC 1 SOSC 2
22-Nov-17	SOSC 3	Waste	<p>New Waste scheme</p> <p>Why scheme was not rolled out over a number of months</p> <p>AHP Waste bags – what is being done to address dignity issue?</p> <p>Road sizes – what is being done about streets and residences that the waste trucks aren’t able to access?</p> <p>Residential homes – what assistance and advice have they been given in how they respond to the new scheme?</p> <p>To explore the possibility of compiling the issues being raised through Member referrals</p> <p>To provide comparisons on like for like basis on how other Local Authorities manage their waste</p> <p>How are the collection routes planned out by Kier and where is the customer service centre located?</p> <p>How was the 3 months expected disruption time accepted by the Council?</p> <ul style="list-style-type: none"> Information on the work of the education and enforcement officers that were recruited. More specifically relating to the education side of their work. Where have they been? How have they engaged with the public? Have they visited any homes? How many officers are there? When is enforcement going to start? Use of vehicles to collect waste and recycling. Do we now have sufficient amount of vehicles? Members were concerned that transit vans were being used for the collection of purple bags and asked for the rationale for this? Information on the Household Waste recycling centres. How has the change in contract impacted on the centres and the staff that work there. Members were concerned at the reported increase in wait times reported by their constituents at the centres. Has there been any increase of staff at these centres? Are the public generally complying with the new way in which the centres work? i.e separating and sorting their waste. How are the areas where communal waste is collected being managed? How are they complying with the new restrictions? Are they generally compliant? What problems are being reported? Members were particularly concerned with Wildmill area. 	Council agreed that Waste would be looked at by Scrutiny as a priority due to issues being experienced under the new scheme.	October Members proposed that the item wait until after the bedding in period.	<p>Mark Shepherd, Corporate Director Communities;</p> <p>Cllr Hywel Williams, Deputy Leader;</p> <p>Cllr Richard Young, Cabinet Member – Communities;</p> <p>Zak Shell, Head of Streetscene;</p> <p>Maz Akhtar, Regional Manager Kier</p> <p>Julian Tranter, Managing Director Kier</p> <p>Claire Pring, Kier</p>	Council SOSC 1 SOSC 3 SOSC 2

Table B

The following items were prioritised for the next 2 meetings for each Subject Overview and Scrutiny Committee:

Item	Specific Information to request	Rationale for prioritisation	Proposed date	Suggested Invitees	Prioritised by Committees
Schools Strategic Review	Post-16 Education – proposals being consulted upon to include the relationships between secondary schools and colleges	Scrutiny to act as consultee – vital to have Scrutiny input into any consultation and ensure pre-decision when necessary if any changes proposed for schools	Agreed at last Corporate OVSC Meeting to be received on 10 January 2018	Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; John Fabes; Mandy Paish, CSC Senior Challenge Advisor.	SOSC 1
School Standards Report 17-18	Annual school performance report from CSC	Annual school performance results form the basis of monitoring of schools which is a primary responsibility of Scrutiny.	SOSC 1 - proposed that this report be prioritised for 8 February 2018	Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Mandy Paish, CSC Senior Challenge Advisor; Mike Glavin, Managing Director CSC	SOSC 1
The Economic Prosperity of Bridgend County Borough	To include areas such as City Deal, Economic Development, Worklessness Programmes, EU Funding for Skills. How are the Council proactively ensuring that we will benefit from the City Deal?		SOSC 1 - proposed that this be considered early in 2018 as the detail of the Revenue Support Grant will then be known. Proposed for webcasting	Mark Shepherd, Corporate Director Communities; Cllr Richard Young, Cabinet Member – Communities; Satwant Pryce, Head of Regeneration, Development and Property Services; Representative tbc from Bridgend College; Representative tbc from Bridgend Business Forum; Monmouthshire County Council Leader.	SOSC 1 SOSC 2 SOSC 3
Town Centre Regeneration	To provide members with information on the following responsibilities of the Council and how these are managed and can be developed with reduced resources Update on regeneration within the Borough's 4 main town centres <ul style="list-style-type: none"> • Car parking review – • Residents Parking • Inconsiderate parking in the Borough • Parking outside schools • Pedestrianisation • Business Rates • Empty Properties • Strategic Building Investment • Closure of Public Toilets - Borough wide • Disabled facilities 		Proposed for webcasting	Mark Shepherd, Corporate Director Communities; Cllr Richard Young, Cabinet Member – Communities; Satwant Pryce, Head of Regeneration,	SOSC 2 SOSC 3
Community Asset Transfer	How many CAT's have been completed. How many are in process and at what stages. What finance is remaining from the initial £1 million capital allocated several years ago to help improve community buildings and sports pavilions. What has been spent to date and on what. What support is available for businesses looking to undertake a CAT What has been the main reason for CAT's not being progressed beyond initial stages Is there appetite for the CAT process amongst the local communities. Is the process fair if one community has an active local group to progress a CAT, yet another community many not have an active group and hence lose out through no fault of their own. Need to have comparison data from other authorities along with examples of what has worked and not worked. Case study of some CAT's in BCBC Data required on condition of all BCBC sports pavilions and community buildings to have an understanding of the scale of the problem.			Mark Shephard, Corporate Director Communities Zak Shell, Head of Streetscene Guy Smith, Community Asset Transfer Officer Cllr Richard Young, Cabinet Member Communities	SOSC3

Empty Homes	<p>How effective has this council been on bringing back into use empty properties over the last five years?</p> <p>Does this council have the appropriate policies and process in place to fully utilise the powers that we already have to tackle empty homes?</p> <p>What are the levels of empty homes across Bridgend?</p> <p>What is the potential loss of council tax receipts due to empty homes?</p> <p>Data on levels of empty properties and homes and how long they have been empty for</p> <p>Examples of case studies from Bridgend CBC</p> <p>Good practice from across wales</p> <p>Welsh Government policy</p>			<p>Andrew Jolley, Corporate Director Operational and Partnership Services</p> <p>Mark Shepherd, Corporate Director Communities</p> <p>Satwant Pryce, Head of Regeneration, Development & Property</p> <p>Martin Morgans, Head of Performance and Partnership Services</p> <p>Clr Dhanisha Patel</p> <p>Welsh Government contacts?</p>	SOSC3
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The following items were deemed important for future prioritisation:

Item	Specific Information to request	Rationale for prioritisation	Proposed date	Suggested Invitees
Advocacy Services for Children and Adults	<p>To include information on:</p> <ul style="list-style-type: none"> The outcome from the Advocacy Pilot Scheme The current system Social Services & Wellbeing Act Regional Children Services advocacy Adult Services – Golden Thread Project 		Pilot ends April. Therefore proposed date June 2018.	<p>Susan Cooper, Corporate Director Social Services and Wellbeing;</p> <p>Clr Phil White, Cabinet Member – Social Services and Early Help;</p> <p>Jacqueline Davies, Head of Adult Social Care;</p> <p>Laura Kinsey, Head of Children's Social Care;</p> <p>Richard Thomas, Strategic Planning and Commissioning Officer</p>
Prevention and Wellbeing and Local Community Coordination	<p>To include information about the number of different initiatives that are available within the community as an alternative to statutory services.</p> <p>LCC projects to be referenced under a heading for each area – Ogmores, Llynfi and Garw Valleys – to ensure ease of reference to what projects are being carried out where.</p> <p>To include information on the work being undertaken with the 3rd Sector.</p>		Proposed date March/April 2018	<p>Susan Cooper Corporate Director Social Services and Wellbeing;</p> <p>Clr Phil White, Cabinet Member - Social Services and Early Help</p> <p>Clr Dhanisha Patel, Cabinet Member - Wellbeing and Future Generations;</p> <p>Jacqueline Davies, Head of Adult Social Care;</p> <p>Andrew Thomas, Group Manager – Prevention and Wellbeing.</p>
Safeguarding	<p>To include Safeguarding activity in both Children and Adult Services.</p> <p>To also cover:</p> <ul style="list-style-type: none"> Regional Safeguarding Boards Bridgend Corporate Safeguarding Policy CSE DOLS <p>To evidence how the two services are working together and the impact on the LAC population.</p> <p>Report to provide statistical data in relation to service demands and evidence how quickly and effectively the services are acting to those needs.</p> <p>To receive the outcome of the in depth analysis which was currently being undertaken within the Council.</p>	Members stressed that this subject must be considered by Scrutiny on their FWP as is a huge responsibility of the Authority and Scrutiny must ensure the work being undertaken to protect some of the most vulnerable people is effective and achieving outcomes.	Proposed date by Corporate Director February 2018	<p>Susan Cooper Corporate Director Social Services and Wellbeing;</p> <p>Clr Phil White, Cabinet Member – Social Services and Early Help;</p> <p>Jacqueline Davies, Head of Adult Social Care;</p> <p>Laura Kinsey, Head of Children's Social Care;</p> <p>Elizabeth Walton James, Group Manager Safeguarding and Quality Assurance</p>
Dementia Care	<ul style="list-style-type: none"> Include accurate and up to date figures on the people diagnosed with dementia in Bridgend County Borough for comparison with the number of people predicted to be living with dementia; Provide Members with the information which can be found on the Local GP Dementia Register which highlights prevalence of dementia by area throughout the borough and type of dementia. The Panel recommend that these statistics are presented on a map diagram for ease of reference. If possible, Members wish that this data be elaborated upon to include age, and whether the numbers show if diagnosis was received prior to moving into the borough; Provide an update on the review of joint intentions with health and the third sector and include information regarding the production of a dementia strategy and delivery plan - stating milestones, target dates and responsible officers. Provide an update on existing discussions with nursing care providers in relation to the development of nursing residential care places for people with dementia; <p>Include facts and figures on people with dementia living in Cardiff as well as Neath Port Talbot and Swansea for comparison to Bridgend.</p> <p>Comparisons with other LAs such as Maesteg and the Vale on dementia awareness training to consider how successful the Authority has been in making Bridgend Dementia friendly.</p>		Members proposed that this be considered after Members have received Dementia Care Training in September/October	<p>Susan Cooper Corporate Director Social Services and Wellbeing;</p> <p>Clr Phil White, Cabinet Member – Social Services and Early Help;</p> <p>Jacqueline Davies, Head of Adult Social Care.</p>

Residential Remodelling - Extra Care Housing Schemes	Information on the Extra Care Housing Schemes. To include the following: <ul style="list-style-type: none"> The purpose/model Changes to residential care Communication strategy Possible site visit to extra care housing scheme and new site once work has begun.		Proposed date June 2018.	Susan Cooper, Corporate Director Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help; Jacqueline Davies, Head of Adult Social Care; Carmel Donovan, Group Manager Integrated Community Services; Representative from Linc.
School Modernisation Band B	To advise committee on the development of the strategic outline plan for band b of the 21 st century schools modernisation programme	Scrutiny to inform the plans and refine the rationale for the development of the schools estate	Proposed by Officers and subsequently agreed by SOSC 1 for prioritisation in March 2018	Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Gaynor Thomas, Schools Programme Manager
ALN Reform	When the Bill has been further progressed, report to include consideration of the following points: <ol style="list-style-type: none"> How the Authority and Schools are engaging with parents over the changes to the Bill? What the finalised process is for assessments and who is responsible for leading with them? What involvement/responsibilities do Educational Psychologists have under the Bill? Has the Bill led to an increase in tribunals and what impact has this had? This is set against the context of the recent announcement by the Lifelong Learning Minister that instead of saving £4.8m over four years the Bill could potentially cost £8.2m due to an expected increase in the number of cases of dispute resolution. Given that the Bill focuses on the involvement of young people and their parents, what support is available for those involved in court disputes? Outcomes from the Supported Internship programme. Support for those with ALN into employment. Staffing - Protection and support for staff, ALNCO support, workloads and capacity. Pupil-teacher ratios and class sizes and impact of Bill on capacity of teachers to support pupils with ALN How is the implementation of the Bill being monitored; what quality assurance frameworks are there and what accountability for local authorities, consortiums and schools? 	Needs revisiting to monitor implementation of the Bill and if needs are being met as well as impact on future budgets	Proposed by SOSC 1 to be revisited in next years FWP	Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help. Michelle Hatcher, Group Manager Inclusion and School Improvement Third Sector Representatives
Early Help and Social Care	The process into how the following information will be presented will be discussed and confirmed following meetings with both Directorates Corporate Directors. <ul style="list-style-type: none"> Up to date figures presenting the numbers of Looked After Children by Local Authority; A breakdown of referral figures, to include statistics from local pre-school nurseries; Outcome from the review undertaken by Institute of Public Care; What services are being provided post 16, given that research indicates shows that children who have been looked after, have the increased probability that their children will also end up in the care system; Outcomes from the following Residential Remodelling project work streams: <ul style="list-style-type: none"> For moving out-of-country residential placements to in-county Upskilling of three internal foster carers to provide intensive, therapeutic step down placements. Review of the foster carer marketing and recruitment strategy 		Proposed by SOSC 2	Susan Cooper Corporate Director Social Services and Wellbeing; Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Cllr Phil White, Cabinet Member – Social Services and Early Help; Nicola Echanis, Head of Education and Early Help. Laura Kinsey, Head of Children's Social Care; Mark Lewis, Group Manager Integrated Working and Family Support Elizabeth Walton James, Group Manager Safeguarding and Quality Assurance
Care and Social Services Inspectorate Wales (CSSIW) Inspection of Children's Services.	Members have proposed that this item be removed from the Forward Work Programme as they are satisfied with the outcome of the meeting. The Committee requested that they receive an information report detailing the progress of the plan and update Members whether or not the actions have addressed the issues raised by the Inspectorate.			
Annual Recommendations/feedback Update to each SOSC	Update on all feedback that required follow up and recommendations - Cabinet and Officer ones		Proposed for March 2018 to inform next years FWP planning	None

The following items for briefing sessions or pre-Council briefing

Item	Specific Information to request
Overview of Direct Payment Scheme	<p>To update Members on the Direct Payments Process.</p> <p>How outcomes for individuals are being identified and monitored.</p> <p>What activities are being requested by individuals to enable them to achieve their personal outcomes.</p> <p>How the Direct Payments system is being monitored.</p> <p>To include clarification and further details on the exact costs of commissioning the IPC.</p>
Social Services Commissioning Strategy	<p>To include information on what work has taken place following the Social Services and Wellbeing Act population assessment.</p> <p>To also cover the following:</p> <ul style="list-style-type: none"> • Regional Annual Plan • Bridgend Social Services Commissioning Strategy
Western Bay Regional Report	Update on situation and way forward with WB and Regional Working?

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

5 OCTOBER 2017

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

NOMINATION OF MEMBERS TO THE PUBLIC SERVICE BOARD OVERVIEW AND SCRUTINY PANEL

1. Purpose of Report

- 1.1 Due to the recent changes to the membership of the Corporate Overview and Scrutiny Committee, the purpose of the report is to request the Committee to nominate one Member to sit on the Public Service Board Overview and Scrutiny Panel.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities.

- 2.1 The key improvement objectives identified in the Corporate Plan 2016–2020 have been embodied in the Overview & Scrutiny Forward Work Programmes. The Corporate Improvement Objectives adopted by Council on 1 March 2017 and formally set out the improvement objectives that the Council will seek to implement between 2016 and 2020. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

- 3.1 From 1 April 2016, the Well-being of Future Generations (Wales) Act 2015 introduced statutory Public Services Boards (PSB) across each local authority area in Wales. PSBs work together to improve the social, economic, cultural and environmental well-being of the board's area. The Act specified that one Committee take an overview of the overall effectiveness of the Board which this Authority determined to carry out via a PSB Overview and Scrutiny Panel under the remit of the Corporate Overview and Scrutiny Committee.
- 3.2 The purpose of the Panel is to review and scrutinise the efficiency and effectiveness of the PSB and its decisions as well as the governance arrangements surrounding it. The Panel will hold up to two meetings a year and will make reports or recommendations to the Board regarding its functions with the aim of enhancing its impact.
- 3.3 The membership of the PSB Panel is determined annually and incorporates three Members from the Corporate Overview and Scrutiny Committee, one Member from each of the Subject Overview and Scrutiny Committees and counterpart representatives that sit on the Public Service Board.

4. Current Situation / proposal.

- 4.1 The membership of the Public Service Board Overview and Scrutiny Committee consists of one Member nominated from each of the three Subject Overview and Scrutiny Committees and three Members from the Corporate Overview and Scrutiny Committee.
- 4.2 Three nominations were received from the Corporate Overview and Scrutiny Committee on 31 July 2017 but due to the changes to the membership of this Committee, we are required to ask for a further nomination.

5. Effect upon Policy Framework and Procedure Rules.

- 5.1 The work of the Corporate 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 equalities impacts arising from this report.

7. Financial Implications

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

8. Recommendation

Due to the changes to the membership of the Corporate Overview and Scrutiny Committee, the Committee is asked to nominate one Member of the Corporate Overview and Scrutiny Committee to sit on the Public Service Board Overview & Scrutiny Panel.

Andrew Jolley,
Corporate Director – Operational & Partnership Services

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Background Documents:

None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

5 OCTOBER 2017

REPORT OF THE CORPORATE DIRECTOR, OPERATIONAL AND PARTNERSHIP SERVICES

PROCUREMENT UPDATE

1. Purpose of Report

- 1.1 To update Members on the progression of the various work streams on the Corporate Procurement Review, and to highlight how compliance with legislation is achieved via the procurement process.

2. Connection to Corporate Improvement Plan / Other Corporate Priority

- 2.1 The report links to the following priorities in the Corporate Plan:

- Supporting a successful economy;
- Smarter use of resources.

3. Background

- 3.1 A report was presented to Programme Management Board on 3rd May 2016 proposing a Corporate Procurement Review to identify ways to improve commissioning and procurement across the Authority. Approval was given to proceed with this proposal.
- 3.2 The Corporate Procurement Review has identified various projects that would benefit from a more coordinated commissioning/procurement approach across the Authority. The review has required key stakeholders across Directorates to sit on specific projects within the Corporate Procurement Review.
- 3.3 The Code of Practice – Ethical Employment in Supply Chains was launched on 9th March 2017. The purpose of the Code was to support the development of more ethical supply chains to deliver contracts for the Welsh Public Sector and third sector organisations in receipt of public funds. Welsh Government expects all public sector organisations to sign up to the Code, with a view to assess each of the commitments and eventually implementing them.

4. Current Situation/proposal

Corporate Procurement Review

- 4.1 Below is an update for each project:

Purchasing Review

- Processes post County Borough Supplies

The planning and implementation of alternative procurement solutions have been successful since the closure of County Supplies. The Authority has sourced through the National Procurement Services collaborative arrangement suppliers for both stationery and paper. The next phase is for the catalogue to be available electronically for user ease.

- Purchasing Cards

Purchasing cards have successfully been rolled out across the Authority and to all schools. This will provide efficiencies across the Authority, reduce the use of petty cash and provide Procurement with the relevant data to control ad hoc spending.

Restructure

The restructure of the Corporate Procurement Unit has been implemented. This involved changing the way in which the unit operates by implementing a category management approach to procurement across the Authority. Category management is where goods, works and services that have similar characteristics and are bought from similar supply chains are grouped together and treated as a category. This allows for structured category planning and shaping strategic direction, understanding business requirements and market opportunities, cross-functional joined up working with commissioners and better management of supply and demand.

There are currently 4 Category Specialists and 2 Category Support Assistants within the unit.

Procurement Business Review

- Contract Procedure Rules

The Council's Contract Procedure Rules are in the process of being reviewed. The intention is to consult with CMB in November 2017 and report to Cabinet prior to an implementation date of 1st April 2018.

- Procurement Strategy

The Corporate Procurement Strategy is in the process of being reviewed in line with the restructure, changes to the Public Contracts Regulations 2015 and the review of the Council's Contract Procedure Rules. The consultation of the Contract Procedure Rules will take place in November 2017 and the strategy will follow on from the agreement of the new rules.

- eProcurement

The Corporate Procurement Unit is working jointly with Finance on the eProcurement project. Recently a Project Board has been set up – Procure 2 Pay, consisting of officers from Finance and Procurement. A full review of the Authority's (including schools) ordering and payment method and supplier usage will be

undertaken to implement a more efficient way of ordering and the payment of invoices. This will create a more centralised payment process.

Some main benefits of this review will include:-

- a single source, unified and regulated approach to ordering and invoicing
 - Optimises the use of corporate contracts. Ensuring transactions are accurately costed using default cost centres and subjective codes
 - Support compliance with the Corporate Procedure Rules and financial procedures by restricting access to contracted suppliers, thereby managing risk and ensuring legal compliance
 - Reduction in non-compliance spend – encourages centralised contract processes
 - Significantly reduces potential for duplication of orders and invoices
 - Reduced order and invoice processing time with improved payment of invoices, particularly through e-Invoicing
 - On-time payment commitment to supply chain
 - Future National Procurement Services commodity items may be held centrally and only available through the marketplace
 - No further system costs involved as COA costs already considered.
- eTendering

eTendering has been rolled out across the Authority to key stakeholders to encourage the use of electronic tendering as opposed to paper tenders. This provides efficiencies for both the authority and bidders. eTendering provides clear audit trails. Directorates have been asked to consider other potential users within the departments who would benefit from training with a view to moving completely to e-tendering in readiness for the October 2018 deadline for compliance. Training will be carried out by officers within Procurement.

Since the implementation of eTendering the Category Specialists have had a better insight into spend non-compliance and opportunities for aggregating spend.

The aim of the roll out is to allow key users to procure low value spend independently, with guidance. This will free up Category Specialists to work on the high value, high risk strategic projects.

- Tender Templates

As part of the review there was a common theme across Directorates that tender templates would be helpful when they are conducting their quotes independently. Currently the Procurement Unit is working on these documents to share with clients.

- Website

Currently procurement has an internal and external web page, which is being reviewed to make them more user friendly by ensuring easy access to the directory of contract, Contract Procedure Rules and relevant guidance on how to procure in the Authority. It will also have links to documents such as the tender templates.

- Collaborative Frameworks

The Authority utilises the National Procurement Services framework agreements for common and repetitive spend. The Crown Commercial Services frameworks are also used, particularly for IT spends. Some directorates also collaborate with regions to set up regional frameworks/contracts, in particular Western Bay.

- Contracts Register

The Corporate Contracts Register has been established via the existing eTendering portal. This is now fully implemented across the Authority and is an electronic means of management information for spend and compliance. Key stakeholders across the Authority have been trained on uploading new or renewed contracts on the portal and further training is due to be arranged to target other stakeholders and new starters. Currently the Procurement Unit manage the register but the intention in the future is for each Directorate to be responsible for managing their contracts via this portal. Reminders are sent to contract managers for contracts that are due to expire to help inform their forward work plan and also the Category Specialist workload.

Implications of Legislation such as national minimum/living wage, zero hour contracts

- 4.2 For procured services, contract terms and conditions include the requirement to comply with all relevant legislation and any future changes to legislation. This includes employment legislation, including National Minimum Wage, National Living Wage.
- 4.3 If providers can evidence legislation has had a direct financial impact on their business they can apply for uplift in relation to the service they carry out for the Authority. Individual Directorates must manage budget pressures that arise due to changes in legislation.
- 4.4 The Living Wage differs from the National Living Wage. It is a voluntary scheme which employers can choose to sign up to. The rate is set by the Living Wage Foundation and is not legally enforceable. This Authority does not currently participate in this scheme and it is not included as a contract term or condition for procured services.

Code of Practice – Ethical Employment in Supply Chains

- 4.5 The Code of Practice – Ethical Employment in Supply Chains is designed to help ensure workers in public sector supply chains in Wales are employed in a fair and ethical way. The Code has 12 commitments which need to be implemented,

managed and monitored to report to Welsh Government. The Authority has not yet signed up to the Code and would need corporate commitment to do so. The 12 commitments are summarised below with an indication of what the Authority would need to put in place to ensure compliance:

1. Produce a written policy on ethical employment within the organisation and our supply chains. Once produced, the Authority will communicate the policy throughout the organisation and will review it annually and monitor its effectiveness. Appoint an Anti-Slavery and Ethical Employment Champion.

This has currently not been produced and would need to be completed corporately.

2. Produce a written policy on Whistle-blowing to empower staff to raise suspicions of unlawful and unethical employment practices.

The Authority has a Whistle-blowing Policy which is reviewed as and when required.

3. Ensure that those involved in buying/procurement and the recruitment and deployment of workers, receive training on modern slavery and ethical employment practices, and keep a record of those that have been trained.

Not all staff have received the relevant training.

4. Ensure that employment practices are considered as part of the procurement process – include a copy of the Authority's Policy on ethical employment in procurement documentation and include appropriate questions on ethical employment in tenders and assess the responses provided. Incorporate, where appropriate, elements of the Code as conditions of contract and ask bidders to explain the impact that low costs may have on their workers each time an abnormally low tender is received.

The Authority currently does not have a policy and therefore it cannot be included in procurement documentation.

If relevant, appropriate questions are asked on ethical employment in tenders within procurement abnormally low bids are challenged in line with the PCR2015.

5. Ensure that the way in which the Authority works with its suppliers does not contribute to the use of illegal or unethical employment practices within the supply chain. Ensure that undue cost and time pressures are not applied to any of our suppliers and ensure that our suppliers are paid within 30 days of receipt.

On average 4.20% of invoices are paid after 30 days, usually due to incorrect invoicing.

6. Expect suppliers to sign up to the Code to help ensure that ethical employment practices are carried out throughout the supply chain.

This has not been implemented due to the Authority currently not being signed up.

7. Assess expenditure to identify and address issues of modern slavery, human rights abuse and unethical employment practice. The Authority will be required to carry out regular reviews of expenditure and undertake a risk assessment to identify where there is risk. Investigate any supplier that is identified as high risk and work with suppliers to rectify any issues. Monitor the employment practices of high risk suppliers.

This is currently not carried out in procurement.

8. Ensure that false self-employment is not undertaken and that umbrella schemes and zero hour contracts are not used unfairly or as a means to avoid payment of tax and national insurance and the relevant minimum wage, unduly disadvantage workers in terms of pay and employment rights, job security and career opportunities and avoid health and safety responsibilities.

This is not included in procurement exercises. Corporately all new suppliers are subject to employment status checks before they are paid through finance or payroll. This ensures the Authority is paying the correct tax and national insurance.

9. Ensure that workers are free to join a Trade Union or collective agreement and to undertake any related activity and raise workers concerns without risk of discrimination. The Authority will not make use of blacklists/prohibited lists, ensure that suppliers do not make use of blacklists/prohibited lists, not contract with any supplier that has made use of blacklist/prohibited list and expect suppliers to ensure that Trade Union representatives can access members and contracted workers.

The Authority allows workers to join Trade Unions or collective agreements without discriminating against them. It is not currently included in procurement specifications.

10. Consider paying all staff the Living Wage Foundation's Living Wage as a minimum and encourage suppliers to do the same. The Authority will consider becoming an accredited Living Wage Employer, encourage suppliers based overseas to pay a fair wage to all staff, and to ensure that staff working in the UK are paid at least the minimum wage.

The Living Wage has not been implemented within the Authority. There is currently no encouragement to suppliers to pay this rate. The Authority ensures suppliers are complying with their legal obligations to pay National Minimum Wage / National Living Wage.

11. Produce an annual written statement outlining the steps taken during the financial year, and plans for future actions, to ensure that slavery and human trafficking are not taking place in any part of our organisation and its supply chain. The Authority will ensure that the statement is signed off at Senior Management board/ level and publish the statement on its website. If this is

not possible, the Authority will provide a copy to anyone within 30 days of a request being made. (All organisations signing up to this Code are expected to produce and publish this annual written statement).

Currently the Authority does not produce an annual statement.

12. Ensure all those undertaking work on an outsourced contract are treated fairly and equally. Ensure that public sector staff who are transferred as part of a public service which is outsourced to a third party retain their terms and conditions of employment. Ensure that other staff working on an outsourced public service are employed on terms and conditions that are comparable to the transferred public sector staff.

The Authority adheres to the Two Tier Code and the relevant TUPE regulations when outsourcing staff.

How the Authority procure contracts

- 4.6 The Corporate Procurement Unit procures contracts in line with its own internal Contract Procedure Rules as set out in the Constitution. When it is anticipated that the spend will exceed the Public Contract Regulations 2015 thresholds, the procurement is conducted in accordance with the Regulations. Depending on the commodity, there are various methods of procuring. The Category Specialists work in partnership with the Commissioners to advise the best route to achieve best value for money. This may be in the form of a contract or a framework agreement.

5. Effect upon Policy Framework and Procedure Rules

- 5.1 There is no impact on the Policy Framework and Procedure Rules.

6. Equality Impact Assessment

- 6.1 There are no equality matters relevant to this report.

7. Financial Implications

- 7.1 The implementation of the Code of Practice – Ethical Employment in Supply Chains would require additional resource to implement but this is not quantifiable at this stage. Annual third party annual expenditure on goods and services was £97 million in 2016-17

8. Recommendation.

- 8.1 The Committee is recommended to note the contents of this report

Andrew Jolley
Corporate Director, Operational and Partnership Services
October 2017

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13. Background documents:

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

5TH OCTOBER 2017

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

RATIONALISING THE ESTATE: SMARTER USE OF RESOURCES

1. Purpose of Report

- 1.1 This report provides the Committee with a briefing on Rationalising the Council's Estate which is a key project relating to Corporate Priority 3: Smarter Use of Resources.

2. Connection to Corporate Improvement Plan / Other Priorities

- 2.1 Smarter use of resources is one of the Council's three corporate improvement priorities.

3. Background

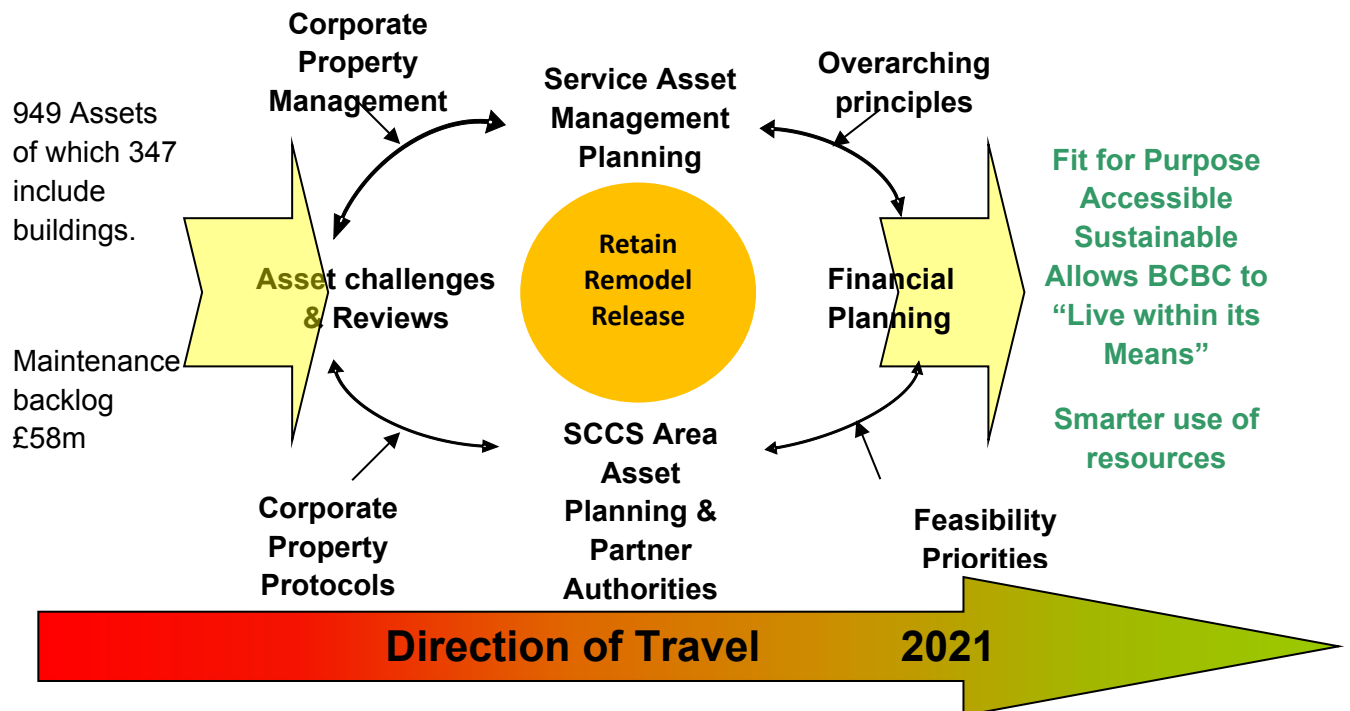
- 3.1 The Council has an eclectic property portfolio absorbing significant capital and revenue resources. Sound management of the Council's physical assets contributes to the achievement of the Council's Corporate Plan 2016-20 as reviewed for 2017-2018.

- 3.2 The 2021 Asset Management Plan (2021 AMP) sets out a coherent approach to the management of the Council's assets. The Welsh Audit Office Corporate Review published in 2016 identified that "*The Council has an effective approach to corporate asset management and is on course to achieve its long-term goals*"

- 3.3 The tools and processes put in place by the AMP 2021 provides a rational methodology to support programmes and projects to facilitate:
- **Release** of surplus underperforming properties **Rationalising the estate**,
 - **Remodelling** of our property portfolio to meet 21st century needs
 - **Retaining** and maintaining fit for purpose property.

Basic Asset Strategy diagram:





3.4 Through Rationalising the Council’s estate by disposing of assets and, where appropriate, transferring assets to communities to manage while making the most of the assets we retain, the Council has successfully delivered a number of projects including: Disposal of Sunnyside Offices and Glanogwr Offices, Community Asset Transfer of the former Town Centre Library, Carnegie House and transfer of assets to Halo and Awen Cultural Trust. These projects have not only helped the Council to reduce operating costs but have also made significant improvements and efficiencies to the way that it works, whilst also protecting front line services.

4. Current Situation

4.1 Current Asset Make up

- Total Asset Value: circa £418m Dec 16
- Gross internal Floor area: 363,284m²
- Total Number of Assets: 949 assets of which 347 include buildings
- Total number of operational assets 553 assets of which 221 include buildings
- Total number of non-operational assets: 396 assets of which 126 include buildings

4.2 Current Maintenance Backlog

Priority 1 Urgent to prevent immediate closure	Priority 2 Essential, i.e. within 2 years	Priority 3 Desirable, i.e. within 3 to 5 years	Priority 4 Long term, i.e. 5-10 years. For planned, cyclical and forecasted works	Total
£2,551,053	£23,038,968	£21,101,296	£11,470,516	£58,161,833

4.3 Income generation

The non-operational portfolio comprises a mix of assets made up of commercial and non-commercial elements, including industrial, markets, garages, allotments, vacant land, miscellaneous holdings and an Office Centre acquired in 2014 held purely for investment purposes. The main income producing assets are summarised in the table below, generating a gross income of circa £1.5 million per annum.

Number	Description
79	Industrial Units
80 acres	Industrial land (70 acres subject to ground leases)
2	Enterprise Centres
180	Garages / garage bases
2	Bridgend Science park
1	Innovation Centre
2	Markets
1	Office Centre

A project group, which comprises Property Officers linking with Finance Officers, was set up in 2016 to review opportunities to increase income from the commercial portfolio including potential acquisition of a further investment asset, to clarify the legal and financial context of operating a property investment portfolio within a local authority, review options and identify investment criteria. Consultation has been carried out with both Chartered Institute of Public Finance and Accountancy (CIPFA) and external advisors Alder King.

In summary it has been identified that:

- The current portfolio is generally performing well
- The majority of investments are high yielding with an overall financial yield of 8%, however this is pulled down by Bridgend Market and the Innovation Centre where there are substantial head/ finance lease commitments.
 - A specialist review is recommended in respect of Bridgend Market and financial consideration of potential early redemption of the finance lease in respect of the Innovation Centre.

- Releasing assets would generate capital but an improved income stream from reinvestment of the capital generated is unlikely.
- The current portfolio is in need of ongoing investment to sustain income in terms of both repairs and maintenance and updating to meet market expectations.
- There are currently live European Regional Development Fund (ERDF) funding opportunities that need match funding to generate new income including:
 - Development of industrial units at Pyle
 - Innovation Centre ERDF funding to provide small start-up space
- Any new investment acquisition should ideally be:
 - Good secondary property. (Whilst prime property is typically classed as property of the highest quality, with a high specification, found in the best locations and let to strong tenants, good secondary property is a more diverse range of properties that could include property that is 'almost' prime but falls short of one criteria to allow it to be deemed prime) for example location, condition etc.
 - 6 - 8% initial yield bracket
 - Good covenant, long unexpired term, strong re-letability and low management.
 - Consideration should be given to widening geographical boundaries.
 - Potential funding required for an investment to generate circa £200,000 per annum would be £2.5m to £3m. Therefore consideration needs to be given to making more money available for property investment:

4.4 Disposal Programme

One of the key objectives of the Council's Asset Management Plan 2021 is the review and release of surplus assets. The enhanced disposal programme was identified as a means of driving forward release of assets identifying the potential for the Council to realise up to £21 million in capital receipts by 2020.

The project is managed through the Property Services Disposal Board and reports to the Strong Communities Connecting Services Board and School Modernisation Programme Board. Cabinet approval or delegated authority is always sought for any disposal.

Over 80 sales have been completed since 1 April 2014 realising circa £15.7 million and annual revenue savings of £540,000.

The enhanced disposal programme exceeded its target in 2016/17 by generating £5.625m of capital receipts. The key disposals for the School Modernisation Programme were the sale of the former Ogmores Comprehensive school fields, former pupil referral unit, as well as the release of surplus education land at Maesteg and Tondy. These sales have not only provided a critical source of match funding to enable new school delivery, but also provided the opportunity to develop 2 new extra care facilities within the Borough. The sale of the landmark Jennings Building has enabled further enhancement of the

Porthcawl harbour quarter and the release of land at Coychurch Road in Bridgend will deliver much needed affordable housing in the town. The disposal strategy will be reviewed next year to reflect the need to generate revenue as well as capital receipts.

The current priorities for the enhanced disposal programme have been identified as:

1. Major Projects: Parc Afon Ewenni and Porthcawl Regeneration;
2. 21st Century Schools Programme - delivery of match funding (to date £4.5m has been generated from the release of surplus school assets identified for match funding);
3. Releasing assets in line with Strong Communities Connecting Services Programme Reviews

Property Services is continuing to pursue the disposal programme rigorously, but is facing ongoing difficulties in staff recruitment which has reduced capacity.

4.5 **Strong Communities - Connecting Services**

'Strong Communities - Connecting Services' (SCCS) is a partnership Board hosted by Bridgend Council and chaired by the Corporate Director Communities, with the aim of working with key partners (e.g. ABMU, South Wales Police, Bridgend College) to maximise the potential to deliver effective integrated services within communities with a particular focus on assets. The current work programme relates to the identification of opportunities for an integrated approach to:

- asset rationalisation,
- disposal including Community Asset Transfer,
- accommodation sharing
- identification of economic and social development opportunities
- Joint and shared service provision

Since its establishment in 2009 the SCCS Programme has facilitated the delivery of:

- The release of 165 assets (including HALO and Cultural Trust Assets);
- £18.19 million capital receipts (£15.7 million since April 2014);
- The release of these assets has resulted in rental and property running cost savings of £1.58m pa of which £457,000 pa relates to rental paid on leased properties
- Maintenance backlog reduction from released assets of £18.75 million

Overall Totals to date from the 2009 base line					
Total Assets Released (including HALO & Cultural Trust)	Annual Property Running Costs including rental	Total Rental Saved	Capital Receipts Generated	Maintenance Backlog Reduction from released assets	CO2 Emissions reduction from released assets
165	£1,582,365	£457,365	18,189,950	£18,756,816	6398

4.6 **Community Asset Transfer (CAT)**

CAT has traditionally been undertaken by the Council in line with the AMP 2021: 'Community Asset Transfer Guidance Document', which has seen the successful delivery of CATs including Carnegie House and Porthcawl Museum with ongoing projects including the land for the proposed Maritime Centre.

This guidance was updated in 2015 to ensure that the policy reflected operational processes on the ground and introducing a phased approach with priority 1 assets including: sports pavilions, community centres, bus shelters and public conveniences.

Following the recruitment of the Community Asset Transfer Officer in November 2015 progress has been made in relation to priority 1 assets including:

- 74 community organisations have contacted Bridgend County Borough Council (BCBC) in respect of 61 different assets with sports clubs and associations continuing to be the predominantly interested parties seeking self-management of pavilions and playing fields.
- Town and Community Councils (Bridgend, Llangynwyd Lower, Pencoed, Porthcawl and Pyle) are progressing applications including public toilets, pavilions and playing fields, and bus shelters.
- 26 applications are currently "live" and subject to the development of formal expression of interest, business case or seeking final approval.

At its meeting on 25th July 2017, and following a review of CAT, Cabinet considered a report to seek approval for changes to the Authority's Community Asset Transfer (CAT) policy to ensure that Priority 1 asset transfers can be progressed efficiently and effectively. The changes related to: the basis of allocating £1 million (of which £110,000 has already been awarded to Bryncethin RFC) of capital funding set aside to refurbish sports pavilions; and mechanism for approving CAT expressions of interest, standard / complex business cases, and funding applications. Cabinet approved recommendations that:

- The remaining £890,000 be used to assist CATs to a maximum contribution of up to £50,000 towards repairs or refurbishment works per CAT transfer is set to enable individual CAT projects to be progressed, subject to business case approval, while a formal funding mechanism is established. However, where the argument for increased levels of

funding is clearly presented in a strong business case then amounts in excess of £50,000 may also be considered.

- The CAT Steering Group should also have responsibility for reviewing and approving the financial assessment of the Business Case undertaken by the Finance Department and the Heads of Terms for the transaction prepared by Property Services.
- Approval for a CAT transfer and associated funding should be made by the Corporate Director (Communities) in conjunction with the Section 151 Officer.
- It is hoped that these measures will help unlock some of the issues that have been experienced by organisations and groups engaged in the CAT process so far and accelerate the number of community asset transfers, including other facilities in due course not listed in the phase 1 prioritisation.

4.7 Administrative Estate Rationalisation

The Council has been rationalising its administrative estate for a number of years and since 2010, has reduced the number of administrative offices in its estate (and particularly those leased) from 27 to 7 achieving revenue savings of over £1m per annum.

Specific objectives met include:

- Release of Sunnyside Offices generating £750,000 capital receipt, revenue saving of £320,000 per annum from 1 April 2016, and a 261 ton reduction in carbon emissions
- Improvement to external elements of Civic Offices has made them watertight and warm with improved energy performance. This includes a new roof and window refurbishment/replacement.

Remodelling work at Civic Offices has now been completed and there is a developing culture of open plan working, delivering a range of office use opportunities, including: optimising use of desks, touchdown, and flexible team/group-working space. An options appraisal is being prepared in respect of Ravens Court to identify the preferred way forward for BCBC. Originally, the Council's strategy was predicated upon the letting of Ravens Court and it was anticipated that after completion of a lease, the majority of staff would be transferred to Civic Offices operating at a staff/space ratio of 3:2.

Marketing of Ravens Court has been active since May 2015 with the appointment of Agents JLL and the strategy has been to target a single occupier inward investment. Despite a number of enquiries and two serious offers over the past two and a half years, it has not been possible to let Ravens Court Offices, due to contract and business reasons of the interested parties. The premises remain on the market which has now prompted a review of the original strategy and current options.

Consideration will be given to the possibility of capturing further savings through vacating remaining secondary offices, optimising the future use of Civic Offices and the possibility of retaining all or part of Ravens Court for future use by BCBC.

The appraisal will form the basis of the office accommodation strategy phase four which will also include the exit strategy for the release of Sunnyside House. This building is currently occupied by the Council under a lease which expires in 2021, and the total running costs of the building are £283,000 per annum.

4.8 Parc Afon Ewenni Programme

The Council's landholding at Waterton, currently occupied by the Council's main operational Highways Depot and previously by County Borough supplies, forms a substantial part (approximately 22.5 acres/9.1 hectares) of a larger residential led, mixed use strategic regeneration site on one of the main gateways into Bridgend, known as Parc Afon Ewenni. The site is allocated in the adopted Local Development Plan (LDP) for up to 650 residential units (including 130 affordable homes), local retailing, community, business and recreation uses, together with improvements to the transportation network. The overall site is in multiple ownership, with, as well as the Council owned sites, additional landholding from South Wales Police and other private landowners.

The total brownfield site, stretching along the corridor of the A473 comprises 66.2 acres or 26.8 hectares. The site was redesignated in the LDP from employment land, of which there is an over-supply in Bridgend, to residential led land, with a subsequent increase in value. Full remediation and sale of the site will enable much needed capital receipts to be obtained, as well as removing significant environmental and asset liabilities. In overall terms it is considered that the careful regeneration of the site will raise the image of the whole of this route into Bridgend and create much needed homes, jobs and other community and commercial opportunities, in an enhanced landscaped environment. It will however also create other issues such as the need for additional school places in the area.

For the reasons outlined above, the Council has therefore gone about seeking to vacate its operational usage of the Waterton site, including the following actions:

- Fleet maintenance has already been relocated to a joint vehicle maintenance facility, shared with South Wales Police at Brackla Industrial Estate.
- The operational highways depot has been significantly reduced in footprint.
- County Borough Supplies Building has been demolished following the decision to cease trading.

These actions, together with the demolition of many of the buildings at Waterton in the poorest state (estimated maintenance backlog was £2 million with many buildings in urgent need of investment) have allowed an initial area of land to be released and potentially marketed and then to be developed. In addition the private land owner to the west of the Council owned site has already submitted a planning application to develop that area of land.

The reduction of the amount of land the Council requires at Waterton has already resulted in significant revenue savings . Some re-investment has been required to bring the Council's other main operational depot in Bryncethin up to the appropriate standard and allow some services to move there.

While these measures provide an interim solution, possibly for the next 5 years, and partially release some of the available land, it will be necessary in the longer term for the Council to consider how it intends to move all of its operational depot based services elsewhere and vacate the Waterton site if it wishes to develop the areas in the way set out in the LDP. Alternatively the Council will have to invest further on the remaining footprint at Waterton to keep the depot services there but ensure that the depot retains and meets all of the relevant environmental legislation attached to the operational practices at the site.

Both of these options are likely to be at significant expense. Other neighbouring authorities have built new depots in recent years at costs of up to £8 million, and already the Council has explored numerous options to move elsewhere in the County Borough but the costs have been prohibitively expensive compared to the current capital budget allocation (cost estimated at £6.5m to £7.5m in 2016 to include the purchase of a suitable new site and all of the necessary work to ensure full compliance with environmental legislation, and so is likely to be even more expensive than that now and moving forward). However, some of the anticipated cost would be offset by the reduction in maintenance liability and improved operational efficiency, so in the medium term the development of a 'future proofed' fit for purpose depot will need to be explored by the Council.

The current depot at Waterton is very dated. Therefore to make the reduced footprint at Waterton a permanent solution will also likely require multi-million pound investment. The temporary solution currently being developed, using temporary buildings, should allow the services to remain operational and efficient for an interim period during which it is hoped future plans for the delivery of services and regional collaboration opportunities will become clearer, to inform strategic direction.

4.9 Depot Rationalisation

The Parc Afon Ewenni programme and the impact on Waterton and Bryncethin depots has allowed a broader review of the Council's operational depots to be

carried out. This review has encompassed the main Parks and Bereavement Services depots at Pandy Park, Porthcawl and Maesteg, with all of the functions undertaken at these sites due to be relocated during 2018 to Bryncethin. This has resulted in a significant reduction in the overall footprint of the Council's main operational depots, including the demolition of life expired buildings in Maesteg which were beyond economic repair. The review will also enable the relocation of the Cleansing Teams based at Glan Road, Porthcawl to the Parks depot at Griffin Park when this is vacated. The depot at Glan Road will then become available to commercially let.

The principle outcomes of this review to date are set out below: -

- Reduction in accommodation requirements and running costs at Waterton
- Vacation and demolition of County Borough Supplies building
- Maximising use of space at Bryncethin and investment within this facility
- Release of depots at
 - Maesteg Cemetery – poor buildings demolished
 - Pandy Depot – reutilised for corporate use
 - Griffin Park Depot, Porthcawl
(The above 3 x facilities will relocate to Bryncethin Depot)
 - Glan Road Depot will relocate to Griffin Park, Porthcawl
 - Glan Road Depot will transfer to Property Services to be leased out to generate an income and will form part of the non-operational estate

The rationalisation, release and remodelling of these assets will provide fewer but better buildings. The budget savings are still being assessed but likely to equate to circa £275,000 per annum.

5. Effect Upon Policy Framework & Procedure Rules

5.1 There is no effect upon policy framework or procedure rules in this report.

6. Equality Impact Assessment

6.1 There are no negative equality implications to this report.

7. Financial Implications

7.1 There are no financial implications arising from this report which is for information only.

8. Recommendation

8.1 The Committee receives and considers the report and provide comments and recommendations in line with their overview and scrutiny role.

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September 2017

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BRIDGEND COUNTY BOROUGH COUNCIL

INFORMATION REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

5 OCTOBER 2017

REPORT OF THE HEAD OF FINANCE

BUDGET MONITORING 2017-18 – QUARTER 1 FORECAST

1.0 Purpose of this report

1.1 The purpose of this report is to provide Cabinet with an update on the Council's financial position as at 30th June 2017.

2.0 Connections to Corporate Improvement Objectives and Other Corporate Priorities

2.1 The budget monitoring report provides an overview of the current financial position and projected outturn for the year against the budget approved by Council in March 2017. The allocation of budget determines the extent to which the Council's corporate improvement priorities can be delivered.

3.0 Background

3.1 On 1st March 2017, Council approved a net revenue budget of £258.093 million for 2017-18, along with a capital programme for the year of £63.854 million, which has since been updated to £67.579 million taking into account new approvals. 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 reductions is also kept under review and reported to Cabinet as part of this process.

4.0 Current Situation

4.1 Summary financial position at 30th June 2017.

4.1.1 The Council's net revenue budget and projected outturn for 2017-18 is shown in Table 1 below.

Table 1- Comparison of budget against projected outturn at 30th June 2017

Directorate/Budget Area	Original Budget 2017-18 £'000	Revised Budget 2017-18 £'000	Projected Outturn 2017-18 £'000	Projected Over / (Under) Spend Qtr 1 2017-18 £'000
Directorate				
Education & Family Support	108,448	108,452	108,284	(168)
Social Services & Wellbeing	64,683	64,762	66,768	2,006
Communities	23,858	23,791	23,866	75
Operational & Partnership Services	15,249	15,249	13,935	(1,314)
Chief Executives and Finance	3,886	3,886	3,579	(307)
Total Directorate Budgets	216,124	216,140	216,432	292
Council Wide Budgets				
Capital Financing	10,184	10,184	10,184	0
Levies	7,020	6,940	6,956	16
Apprenticeship Levy	700	700	602	(98)
Council Tax Reduction Scheme	14,254	14,254	13,768	(486)
Insurance Premiums	1,559	1,559	1,559	0
Building Maintenance	900	900	900	0
Pension Related Costs	1,258	1,258	432	(826)
Other Council Wide Budgets	6,094	6,158	6,051	(107)
Total Council Wide Budgets	41,969	41,953	40,452	(1,501)
Total	258,093	258,093	256,884	(1,209)

4.1.2 The overall projected position at 30th June 2017 is a net under spend of £1.209 million, comprising £292,000 net over spend on directorates and £1.501 million net under spend on corporate budgets. A detailed analysis of the more significant projected under and over spends is set out in section 4.3.

4.1.3 There have been a number of virements between budgets since the Medium Term Financial Strategy (MTFS) was approved by Council in March 2017. These include:

- Transfers of small amounts of corporately held funding to directorates in respect of the implementation of Welsh Language Standards.
- Transfer of corporately held funding for National Living Wage and Sleep-ins to the Social Services and Wellbeing directorate.
- Inflationary increases in respect of contractual arrangements, which had not been agreed at the time the MTFS was approved.
- Transfer of £68,000 MTFS budget pressure in respect of the Environment and Sustainable Development Grant from the Communities directorate budget to corporate budgets, following receipt of actual allocation for the financial year. The budget pressure had been allocated based on an estimate of likely grant to be received.

- 4.1.4 When the budget for 2017-18 was set, directorates were provided with funding for known pay and price inflation. The remaining provision was retained centrally within corporate budgets, to be allocated as further information was known about specific contractual price increases e.g. for energy. We are currently in the process of gathering information about increased energy prices for 2017-18, and early indications are that the cost could increase by up to 29%. In April 2017 gas prices increased as a result of volatility experienced by wholesale markets over the previous 6 months as prices reacted to factors as diverse as problems with gas storage, surging coal prices and changing weather conditions – cold weather from December to early February increased prices, whilst milder weather thereafter saw prices fall back again. Electricity prices also increased in April 2017 as a result of moving to renewable energy, the impact of changing suppliers and general market increases.
- 4.1.5 The total impact of these factors could be an increase in energy costs of between £750,000 and £1 million. We are working with the National Procurement Service to ascertain the impact on establishments and will amend budgets accordingly during the year.
- 4.1.6 The level of increase is such that there is a risk that there may not be sufficient funding available within corporate budgets for any other major price inflation increases, particularly as inflation rates are gradually increasing (CPI was 2.7% in May 2017 compared to 1.8% in January 2017), so the budget will need to be monitored closely during the remainder of the year.
- 4.1.7 The net budget for the financial year has been set assuming full implementation of the current year budget reduction requirements across the Council's budget, which amount to £5.852 million. Where proposals to meet this requirement have been delayed or are not achievable directorates have been tasked with identifying alternative proposals to meet their requirements such as vacancy management, or bringing forward alternative budget reduction proposals.
- 4.1.8 In March 2017 Council approved the Medium Term Financial Strategy for 2017-18 to 2020-21. This identified the need to develop recurrent budget reduction proposals, based on the most likely scenario, amounting to around £32.8 million over the next four years. Against that background it is essential that expenditure is kept within the overall approved budget and that longer term proposals continue to be developed so that the Council has as much flexibility as possible to meet the challenges which lie ahead.
- 4.1.9 At year end consideration will be given to requests from directors to carry forward any planned directorate under spends for specific purposes into the following year, in line with the Council's Reserves and Balances Protocol, as long as these can be met from within the Council's cash limited budget for 2017-18. This is in line with the reports to Cabinet and Council on the MTFs, and the Council's Financial Procedure Rules. Similarly, consideration will be given to any over spends to determine whether these should be carried forward as a first call on the directorate budget for the following year. Finally, outstanding prudential borrowing will be repaid, where possible, to reduce future capital financing charges. However, a decision will not be made until towards the end of the financial year when the overall outturn position is more definite.

4.2 Monitoring of Budget Reduction Proposals

Budget Reductions 2016-17

4.2.1 A report was presented to Cabinet on 27th June 2017 on Financial Performance 2016-17. In the report it was highlighted that, of the £7.477 million budget reduction proposals for 2016-17, £2.385 million were not met in full, with a shortfall in the financial year of £1.845 million. The report stated that these proposals would continue to be monitored alongside current year proposals, with mitigating action to achieve them to be identified. A summary of the latest position is attached as Appendix 1, which shows that while positive progress has been made, there remains an ongoing projected shortfall of £755,000 in 2017-18 against these specific proposals. This comprises the following budget reduction proposals set out in Table 2 below:

Table 2 – Monitoring of Budget Reductions 2016-17

Ref	Budget Reduction Proposal	Target Saving £000	Current Shortfall £000
RES40	Change Out of Hours Service provided by Built Environment	22	22
ASC19	Develop a Delivery Model for the Bridgend Resource Centre	108	100
CH25	Reduction in Safeguarding LAC numbers and related reduction in costs	357	357
ASC6	Management, Admin and Training Implement measures to achieve 7% and 5% across the 2 years	76	26
ASC23	Changes in Workforce	100	100
CH22	Remodelling of Children's Respite and Residential Care	200	150
Total		863	755

4.2.2 As outlined in the MTFs reports to Cabinet and Council, MTFs Principle 12 states that *“Resources are allocated to deliver the Bridgend Change Programme based on clear strategic plans that are kept under review by Corporate Directors to maintain alignment with the MTFs and a MTFs Budget Reduction Contingency will be maintained”*. A Budget Reduction Contingency was established in 2016-17 and used to partly mitigate shortfalls on a number of budget reduction proposals. This reserve was increased at the end of 2016-17 to provide capacity to support shortfalls on budget reduction proposals in 2017-18.

4.2.3 Directorates are seeking to identify mitigating actions to meet the balance of the 2016-17 budget reduction shortfalls in this financial year. In the longer term, these proposals must be realised or must be met through alternative budget reduction proposals in order to deliver a balanced budget position. These will continue to be closely monitored and draw down from the MTFs Budget Reduction Contingency will be made as part of the overall review of earmarked reserves during quarter 2.

Budget Reductions 2017-18

4.2.4 The budget approved for 2017-18 included budget reduction proposals totalling £5.852 million, which is broken down in Appendix 2 and summarised in Table 3 below. The current position is a projected shortfall on the savings target of £1.770 million, or 30% of the overall reduction target.

Table 3 – Monitoring of Budget Reductions 2017-18

	Total Budget Reductions Required	Total Reductions Likely to be Achieved	Shortfall
DIRECTORATE /BUDGET AREA	£'000	£'000	£'000
Education and Family Support	577	485	92
Schools	869	869	0
Social Services and Wellbeing	2,244	1,029	1,215
Communities	806	452	354
Operational and Partnership Services	535	535	0
Chief Executive	414	305	109
Council Wide Budgets	407	407	0
TOTAL	5,852	4,082	1,770

A comparison of the RAG position against quarter 1 in 2016-17 is provided below:

	2017-18		2016-17	
	£000	%	£000	%
Green	2,388	41%	5,355	72%
Amber	1,973	34%	1,115	15%
Red	1,491	25%	1,007	13%
Total	5,852	100%	7,477	100%

Whilst the overall budget reduction requirement for 2017-18 is less than in 2016-17, the overall value and percentage of reductions classed as RED is higher in 2017-18. In contrast, the number and percentage of reductions classed as GREEN is a lot lower, with fewer budget reduction proposals certain of being achieved. Any non-achievement will have a significant impact on the outturn position.

4.2.5 The most significant budget reduction proposals unlikely to be achieved include:

- EFS25 Collaboration of Education Psychology Service (£75,000);
- ASC17 Managed Service Reductions Residential and Respite Care (£414,000);
- CH25 Reduction in Safeguarding Looked After Children (LAC) numbers (£260,000);
- SSW1 Impact of the Prevention and Wellbeing agenda (£668,000);
- COM18 Reductions to the budget for the Materials Recovery and Energy Centre (MREC) (£200,000);

- o CEX3 To put Council Tax and some aspects of benefits online and to collaborate with others (£150,000)

The Education and Family Support Directorate has provided alternative recurrent budget reduction proposals from within the Inclusion Service to replace EFS25 as it will no longer be achieved. A SWOT analysis was completed and the Central South Consortium decided not to progress any further at this stage. The new proposals include removing vacant posts and reducing the equipment budget.

Appendix 2 identifies the projected amount of saving against these proposals and action to be taken by the directorate to mitigate the shortfall. Directors continue to work with their staff to deliver their proposals or alternatives and this is reflected in the forecast outturn for the year. During the financial year the Head of Finance will also consider applications from directorates to the MTFs Budget Reduction Contingency Reserve to mitigate some of the shortfalls.

4.3 Commentary on the financial position as at 30th June 2017

A summary of the financial position for each main service area is attached as Appendix 3 to this report and comments on the most significant variances are provided below. A further review will be undertaken of the projected outturn at quarter 2 and any draw down from earmarked reserves will be undertaken at that time.

4.3.1 Education and Family Support Directorate

The net budget for the Directorate for 2017-18 is £108.452 million. Current projections indicate an under spend of £168,000 at year end. The main variances are:

EDUCATION & FAMILY SUPPORT DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Built Environment	1,078	994	(84)	-7.8%
Emotional Health and Behaviour	1,397	1,350	(47)	-3.4%
Catering Services	718	619	(99)	-13.8%

Schools' Delegated Budgets

The schools' delegated budget is reported as balanced as any under or over spend is automatically carried forward into the new financial year before being considered by the Director of Education and Family Support in line with the 'Guidance on Managing School Surplus Balances'. Total school balances reduced by £1.288 million during 2016-17, down to £866,000, and for 2017-18 currently there are 21 primary schools, 3 secondary schools and 1 special school (48% of all schools) that are projecting a deficit balance at year end. In total the quarter 1 projections indicate an overall deficit balance for school delegated budgets of £1.186 million at year end.

Central Education and Family Support Budgets

Built Environment

- There are two MTFS budget reductions in respect of the Built Environment service which have been put on hold pending the Corporate Landlord Review. These relate to the out of hours service (£22,000 from 2016-17 MTFS) and the service level agreement with schools (£31,000 from 2017-18 MTFS). These proposals will be offset by savings generated from vacancy management within the service until the outcome of the review is known. There is an overall net under spend on the service of £84,000 arising from vacant posts held pending the outcome of the review.

Emotional Health and Behaviour

- The under spend of £47,000 is a combination of staff vacancy management on the Behaviour Support Service and education otherwise.

Catering Services

- The under spend of £99,000 has arisen as a result of higher demand for meals than anticipated when the budget was set. Close monitoring will be required to see if there is any impact on take-up from the increase in school meal prices by 10 pence in September 2017.

4.3.2 Social Services and Wellbeing Directorate

The Directorate's net budget for 2017-18 is £64.762 million. Current projections indicate an over spend of £2.006 million at year end prior to any draw down from earmarked reserves. The main variances are:

SOCIAL SERVICES AND WELLBEING DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Older People Home Care	8,487	8,253	(234)	-2.8%
Other Services to Older People	(315)	35	350	-111.1%
Assessment & Care Management (adult services)	4,692	4,341	(351)	-7.5%
Learning Disabilities Home Care	5,714	6,005	291	5.1%
Other Services to Adults with Learning Disabilities	(166)	135	301	-181.3%
Mental Health Supported & Other Accommodation	69	161	92	133.3%
Looked After Children (LAC)	10,690	11,578	888	8.3%

Older People Home Care

- There is a projected under spend of £234,000 as a result of staffing vacancies and increased client contributions. The budget will be monitored during the year to determine whether or not this additional income is a permanent increase which could result in realignment of budgets.

Other Services to Older People

- There is a projected over spend of £350,000 across budgets for older people in general as a result of projected non-achievement of MTFS budget reductions in respect of the implementation of the prevention and wellbeing agenda

(£668,000 for 2017-18 across all services). The budget reduction proposal included development of the Community Resource and Reablement services, the increased use of Assistive Technology to enable people to stay independent and the development of a Local Community Co-ordination plan and the Ageing Well Strategy. It was anticipated that these proposals would lead to cost avoidance, lower demand and increased value for money.

Assessment and Care Management

- There is a projected under spend of £351,000 on all assessment and care management budgets, including £225,000 on assessment and care management for people with physical disabilities, arising mainly from staff vacancies, although the directorate is hoping to fill some of these posts during the year.

Learning Disabilities Home Care

- There is a projected over spend of £291,000 as a result of additional staffing costs arising from increased needs of residents and the complex nature of their requirements.

Other Services to Adults with Learning Disabilities

- There is a projected over spend of £301,000 across budgets for people with Learning Disabilities in general as a result of projected non-achievement of MTFs budget reductions relating to the implementation of the prevention and wellbeing agenda (£668,000 for 2017-18 across all services), as referred to earlier. This is in addition to an outstanding MTFs budget reduction of £100,000 from 2016-17 in respect of remodelling day services provision at Bridgend Resource Centre. The directorate is currently in the process of developing plans to meet outstanding budget reductions.

Adult Mental Supported and Other Accommodation

- A projected over spend of £92,000 is likely as a result of lower income than anticipated and non-achievement of the MTFs budget reduction in respect of the development of income streams for specialist Mental Health placements. The service is considering other areas to achieve the budget reductions.

Looked After Children (LAC)

- There is a projected over spend of £888,000 on LAC. MTFs budget reductions have resulted in the budget being reduced by around £1 million over the last three years. The budget reduction for 2017-18 was £260,000.
- The over spend is partly as a result of the implementation of a new model for residential services which has taken some time to establish due to the need for significant research, consultation and options appraisals, and the slower than anticipated safe reduction of looked after children. Project plans for both of these areas are now in place and the required work has gathered momentum, with significant capital work taking place in 2017-18. The plan to place more children into in-house foster placements is now in place but due to the time taken to put arrangements into place, the full saving is not likely to be realised in 2017-18.
- The number of LAC at the end of May was 389, with 11 children currently in out of county residential placements, with some individual placements costing around £220,000 per annum, and 93 in independent fostering placements

(IFAs). There are 9 children in IFAs who will turn 18 this year and therefore slightly reduce the pressure on the budget.

- The budget is closely monitored to ensure that the current over spend is reduced and that the budget for 2017-18 is effectively managed.

4.3.3 **Communities Directorate**

The net budget for the Directorate for 2017-18 is £23.791 million and the current projection is an anticipated over spend of £75,000. The main variances are:

COMMUNITIES DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Waste Disposal	4,613	4,813	200	4.3%
Highways Service (DSO)	2,459	2,309	(150)	-6.1%
Fleet Services	(47)	103	150	-319.1%
Car Parking	(376)	(116)	260	-69.1%
Engineering Services	129	(71)	(200)	-155.0%
Streetscene Support	304	224	(80)	-26.3%
Property Staffing	834	634	(200)	-24.0%
Property Commercial Income	(341)	(211)	130	-38.1%

Waste Disposal

- There is a budget reduction target of £200,000 for 2017-18 in respect of the MREC. The procurement exercise with Neath Port Talbot Council to secure a new operator for the facility is still ongoing, therefore the full MTFs saving is currently projected as an over spend. The directorate will not know whether it will receive any funding from the MTFs Budget Reduction Contingency Reserve towards this until later in the financial year.

Highways Services

- There is a projected under spend of £150,000 as a result of extra work with the South East Wales Trunk Road Agency (SWTRA), as a result of additional requirements in respect of trunk road maintenance from the Council. The projected higher level of income will need monitoring during the financial year to ensure it is achieved.

Fleet Services

- There is a projected over spend across the service, in line with 2016-17, due to a downturn in income arising from reduced spend by directorates. The service will look to mitigate this during the financial year.

Car Parking

- There is a projected over spend across the service of £260,000. Part of this is due to the projected non-achievement of the 2017-18 budget reduction target of £50,000 pending a review of car park charges, including staff and members, and part refers to the outstanding budget reduction proposal from 2015-16 in

respect of charging for parking for blue badge holders. The review was deferred pending further information from the Welsh Government on the Town Centre Free Car Parking Pilot Scheme for 2017-18. Until the review of car parking is complete and a decision made on the way forward the service has identified other mitigating actions to meet the shortfall in 2017-18, including additional energy savings from street lighting, and engineers' income. The car parking review has now been commissioned and the outcomes of the review will be taken forward, but it is unlikely that a full year saving will be realised.

Engineering Services

- There is a projected under spend across the service of £200,000 as a result of a projected higher than budgeted level of income. This is due to the balance of work on EU/non EU funded projects compared with previous years and the differing chargeable rates allowed.

Streetscene Support

- There is a projected under spend across the service of £80,000 as a result of staffing vacancies and efficiencies on non-staffing budgets pending future MTFS budget reduction targets.

Property Staffing

- There is a projected under spend across the service of £200,000 as a result of staff vacancies in the service. This service is within the scope of the Corporate Landlord review, so may be impacted by the outcome of that review.

Property Commercial Income

- There is a projected over spend of £130,000 as a result of under occupancy of the Innovation Centre, as a result of difficulties in attracting tenants.

4.3.4 Operational and Partnership Services Directorate

The net budget for the Directorate for 2017-18 is £15.249 million and current projections anticipate an under spend against this budget of £1.314 million. The main variances are:

OPERATIONAL AND PARTNERSHIP SERVICES DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Housing Options and Homelessness	882	716	(166)	-18.8%
Community Safety	113	40	(73)	-64.6%
Legal	1,922	1,751	(171)	-8.9%
Customer Services	1,322	1,075	(247)	-18.7%
ICT	3,792	3,414	(378)	-10.0%

Housing Options and Homelessness

- This is mainly as a result of reduced costs on temporary accommodation, but also vacancy savings. A review of budget heads particularly in the use of grant funding is being undertaken, the staffing structure is under review and there is

planned spending on updating facilities for the homeless. Any resultant savings will be put towards the MTFs for next year.

Community Safety

- There is a projected under spend of £73,000 on this area, arising from staffing vacancies pending a restructure of the service.

Legal Services

- The under spend on legal services is partly due to an increase in recovery of legal costs, and an under spend on legal costs and disbursements, totalling £142,000. These will be built into the MTFs as budget reductions for 2018-19.

Customer Services

- The under spend relates partly to posts frozen in preparation for future MTFs savings (£53,000), in addition to savings arising from a temporary secondment to progress digital transformation, which is funded from an earmarked reserve (£62,000), and under spends on superannuation costs (£35,000). The balance relates to current vacancies to be reviewed for future additional MTFs savings.

ICT

- The under spend is as a result of vacancies within the team, along with an under spend of approximately £275,000 on software licences, due to a proactive approach to the rationalisation of software across the Council when the opportunity arises. The majority of the savings on software are ring-fenced for 2018-19 MTFs savings.

4.3.5 Chief Executives and Finance

The net budget for the Directorate for 2017-18 is £3.886 million and current projections anticipate an under spend against this budget of £307,000. The main variances are:

CHIEF EXECUTIVES AND FINANCE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Internal Audit	310	243	(67)	-21.6%
Housing Benefits Administration	689	593	(96)	-13.9%
Taxation and Sundry Debtors	39	197	158	405.1%
Housing Benefits Payments	(7)	(292)	(285)	4071.4%

Internal Audit

- The under spend mainly relates to a rebate in respect of a reduced number of audit days received in the 2016-17 financial year as a result of staff vacancies within the service. There is currently a review of the staffing structure in progress.

Housing Benefits Administration

- There is an under spend in respect of the administration of housing benefit arising mainly from staffing vacancies, but also changes in staffing hours and additional annual leave purchases.

Taxation and Sundry Debtors

- There is a projected shortfall of £106,000 on income from court costs, as well as an over spend on staffing arising from the delay in implementing channel shift, and the subsequent change in staffing required. In addition, the MTFS proposal to implement fines for non-return of Single Person Discounts will not be operational until the end of the financial year so will not generate any savings in 2017-18.

Housing Benefits Payments

- The gross budget is £48.167 million, which is offset by £48.178 million of income, the majority of which is housing benefit subsidy. There is a projected under spend arising from strong performance in recovery of over-payments, totalling £122,000, and £170,000 under spend as there is no longer a requirement to establish a bad debt provision from this budget.

4.3.6 Council Wide budgets

This section includes budgets, provisions and services which are council wide, and not managed by an individual directorate. The budget is £41.953 million and the projected outturn is £40.452 million, resulting in a projected under spend of £1.501 million. The main variances are detailed below:

COUNCIL WIDE BUDGETS	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Council Tax Reduction Scheme	14,254	13,768	(486)	-3.4%
Pension Related Costs	1,258	432	(826)	-65.7%
Other Council Wide Budgets	6,158	6,051	(107)	-1.7%

Council Tax Reduction Scheme

- The projected under spend of £486,000 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. There was a £300,000 budget reduction in the MTFS for 2017-18 and further reductions are likely for future years.

Pension Related Costs

- The projected under spend of £826,000 is a consequence of low demand on the budget for auto enrolment, as the September 2017 deadline for take-up comes closer, and low demand for funding in respect of other in-year pension or national insurance pressures.

Other Council Wide Budgets

- The under spend of £107,000 is a combination of reduced requirements for funding of budget pressures as well as an under spend on the Glamorgan Records Office, following the repayment of prudential borrowing in 2016-17.

It should be noted that this projection could change significantly during the financial year, depending on inflationary increases referred to in section 4.1, the extent of inclement weather during the winter period and further demands on the Council Tax Reduction Scheme. At this point in the financial year it is prudent to assume that all other budgets will be fully spent by year end.

These budgets are being reviewed as part of the MTFs 2018-19 to 2021-22 and will be subject to significant reductions over the life of the MTFs.

4.4 Capital programme monitoring

4.4.1 This section of the report provides Members with an update on the Council's capital programme for 2017-18. The original budget approved by Council on 1st March 2017 has been further revised and approved by Council during the year to incorporate budgets brought forward from 2016-17 and any new schemes and grant approvals. The revised programme for 2017-18 now totals £67.579 million, of which £47.672 million is met from BCBC resources, including capital receipts and revenue contributions from earmarked reserves, with the remaining £19.907 million coming from external resources.

4.4.2 Appendix 4 provides details of the individual schemes within the capital programme, showing the budget available in 2017-18 compared to the projected spend. Commentary is provided detailing any issues associated with these projects. £11.085 million of funding is to be slipped into 2018-19 for schemes not anticipated to be completed in 2017-18.

4.4.3 At this point in the financial year, and following discussions with directorates, it is assumed that all other projects will be in line with the budget as set out in Appendix 4. However, this will depend upon scheme progress during the financial year and any inclement weather experienced, which may place additional pressure on project timescales.

5.0 Effect upon policy framework & 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 projected revenue and capital outturn position for 2017-18.

Randal Hemingway
Head of Finance and Section 151 Officer
July 2017

Contact Officer

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Background Papers

Individual Directorate Monitoring Reports
MTFS Report to Council – 1st March 2017

MONITORING OF OUTSTANDING 2016-17 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Original RAG 2016-17 £000	Current RAG £000	Amount of saving likely to be achieved £000	Comments
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EDUCATION & FAMILY SUPPORT

CH3	Retender Learner Transport contracts	100		100	Re-alignment of budgets within the Education and Family Support Directorate for 2017-18 (mainly from Inter Authority Recoupment budget) have mitigated the pressure from Learner Travel historic saving proposals.
CH4	Rationalise Special Education Needs transport	150		150	
CH9	School transport route efficiencies	200		200	
RES40	Change Out of Hours Service provided by Built Environment	22		0	On-going Corporate Landlord Review. Savings will not materialise until review has been finalised. Likely to be offset by vacancies within the service.
Total Education and Family Support		472		450	

SOCIAL SERVICES & WELLBEING

Theme 1 - Remodel Service Delivery					
ASC19	Develop a Delivery Model for the Bridgend Resource Centre	108		8	Budget reduction of £100k to be moved against Prevention and Wellbeing proposal (SSW1).
ASC21	Transfer Family Care Service to the Community Hubs	210		210	The shortfall was met from underspends across the service in 2016-17. Full year saving should be achieved in 2017-18
CH25	Reduction in Safeguarding LAC numbers and related reduction in costs	357		0	The early intervention and safeguarding board are working to reduce the number of looked after children and related costs.
Theme 1 - Remodel Service Delivery - sub-total		675		218	
Theme 2 - Service Efficiencies					
ASC6	Management, Admin and Training Implement measures to achieve 7% and 5% across the 2 years	76		50	The shortfall was offset from underspends across the service in 2016-17. Staffing budgets being reviewed as they become vacant.
ASC23	Changes in Workforce	100		0	The shortfall was offset from underspends across the service in 2016-17. Staffing budgets being reviewed as they become vacant.
CH22	Remodelling of Children's Respite and Residential Care	200		50	Remodelling underway. Level of saving unlikely, so the service is considering alternative budget reduction proposals.
Theme 2 - Service Efficiencies - sub-total		376		100	
Theme 3 - Income Generation					
ASC20	Introduce charges for supplementary holiday support in Learning Disabilities	100		100	This proposal is unlikely to generate the full level of savings, so budgets have been realigned across the directorate.
Theme 3 - Income Generation		100		100	
Total Social Services & Wellbeing Directorate		1,151		418	

COMMUNITIES

COM9	Review of Highways maintenance/DLO Services	417		417	Restructures have now been completed and were in place for the start of the 2017-18 financial year.
COM21	Review of overtime across Highways/Streetscene	90		90	Restructures took into consideration overtime budgets. Restructures have now been completed and were in place for the start of the 2017-18 financial year.

Ref.	Budget Reduction Proposal	Original RAG 2016-17 £000	Current RAG £000	Amount of saving likely to be achieved £000	Comments
RES29	To rationalise the core office estate - leasing of Raven's Court	195		195	A one-off payment of prudential borrowing in 2017-18 in respect of Raven's Court to reduce future capital financing costs, has enabled the re-alignment of budgets to ensure the MTFS saving can be realised going forward.
Total Communities Directorate		702		702	

**CHIEF EXECUTIVE
FINANCE**

RES27	To put Council Tax and some aspects of benefits online and to collaborate with others	60		60	Savings made elsewhere in 16-17 (Housing Benefit Admin under-spend), and restructure in 17-18 will achieve the £60k annual saving.
Total Chief Executive		60		60	

GRAND TOTAL REDUCTIONS		2,385		1,630	
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REDUCTIONS SHORTFALL				755	
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MONITORING OF 2017-18 BUDGET REDUCTIONS

APPENDIX 2

Ref.	Budget Reduction Proposal	Original 2017-18 £'000	Current RAG Status (RAG)	Amount of saving likely to be achieved £000	Mitigating Actions
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EDUCATION & FAMILY SUPPORT
CENTRAL EDUCATION & FAMILY SUPPORT

EFS1	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.	20		10	Underspends across other directorate areas will have to meet this shortfall
EFS2	School transport route efficiencies.	40		20	Underspends across other directorate areas will have to meet this shortfall
EFS3	Achieve full cost recovery on Catering Service, through a combination of efficiencies and price increase	79		79	None required
EFS4	Reduction in budget for Development Team	68		68	None required
EFS5	Removal of Nursery development grant to private settings - Nursery Development Grant which is currently used for Grants to the childcare sector and training to improve the quality of early years provision in Bridgend and to enable the childcare workforce to meet and fulfil their legal requirement .	30		30	None required
EFS7	To review the Built Environment Service Level Agreement with Schools to achieve full cost recovery.	31		0	Underspends from vacancy management within Built Environment will have to meet this shortfall. This MTFS proposal will have to be the first call on savings identified from the Corporate Landlord Review.
EFS10	Transfer of management of the centre to Flying Start along with efficiency review of running costs of the building	75		75	Will require close monitoring in-year to ensure target is met.
EFS13	WJEC - re-alignment of budget to reflect actual charge from WJEC.	10		10	None required
EFS15	Speech and language therapy - This is a proposal to delegate the Speech and Language Service to schools- School Based Model. Other Local Authorities such as Cardiff, Neath Port Talbot and Swansea have moved towards a school based model with the involvement of an SLA with Health which has proven to be a successful model. This proposal would negate the local authority's requirement to manage the service resulting in a release of the management structure of the service	75		44	Vacant posts held to meet delay in implementation
EFS24	It is proposed to undertake a restructure to Business/Management Support to look for efficiencies.	74		74	None required
EFS25	Education Psychology - This proposal is predicated on losing the post of Lead Education Psychologist. Through Collaboration with other Local Authorities in the Consortia the role of the Lead Education Psychologist could potentially be shared. The Education Psychology part of this role will remain to ensure there is no reduction in EP capacity. The management capacity is what would be potentially lost.	75		0	Alternative savings put forward by the Directorate to mitigate the removal of this saving proposal (see below)
	Alternative to EFS25: Reduction to Central Special Educational Needs Budget (£20,000), Equipment budget (£26,000) and vacant posts	0		75	Permanent alternative savings across the Inclusion Service identified to meet the shortfall from EFS25 not being implemented.
Total Education and Family Support		577		485	
SCHOOLS					
SCH1	Removal of Protection to Schools Budgets	869		869	The impact of the 1% efficiency saving on schools will require close monitoring during 2017/18. Movement on current deficit/surplus balance projections throughout 17/18 will provide evidence as to how much of this saving is likely to be achieved.
Total Schools		869		869	
Total Education & Family Support Directorate		1,446		1,354	

SOCIAL SERVICES & WELLBEING

Theme 1 - Remodel Service Delivery					
ASC3	Link the work on the new assessment framework to the new national eligibility criteria as part of the Social Services and Wellbeing Act	150		150	None required
ASC7	Reprovision and remodelling of Shared Lives	50		50	None required
ASC9	Review Continuing Health Care (CHC)-eligible cases to secure appropriate contribution to packages of care	100		100	None required
ASC17	Managed Service Reductions Residential & Respite Care	414		200	Continued review of placements

Ref.	Budget Reduction Proposal	Original 2017-18 £'000	Current RAG Status (RAG)	Amount of saving likely to be achieved £000	Mitigating Actions
CH25	Reduction in Safeguarding LAC numbers and related reduction in costs	260		0	The service is continuing work to identify high cost placements and alternative lower cost placements that would benefit the child themselves
SSW4	New models of service delivery within AWEN cultural trust.	101		101	None required
Theme 1 - Remodel Service Delivery - sub-total		1,075		601	
Theme 2 - Service Efficiencies					
ASC12	Continued efficiencies within LD Day Services	120		120	None required
HL2	Review Healthy Living Partnership Contract	308		308	None required
Theme 2 - Service Efficiencies - sub-total		428		428	
Theme 3 - Income Generation					
ASC10	Develop income stream for specialist Mental Health placements at Glyn Cynffig	73		0	The service is looking at other budget reduction opportunities within Glyn Cynffig
Theme 3 - Income Generation sub-total		73		0	
Theme 4 - Prevention and Wellbeing					
SSW1	Impact of the Prevention and Wellbeing agenda	668		0	Robust budget monitoring via the Head of Service, Group and team managers continues on a monthly basis to ensure that all possible action is taken to manage this savings target. There is a risk however that due to demographic and complex needs of individuals that this target may not be met.
Theme 4 - Prevention and Wellbeing sub-total		668		0	
Total Social Services & Wellbeing Directorate		2,244		1,029	

COMMUNITIES

COM5	Reduction to Winter Maintenance Budget	60		60	None required
COM7	Technical Surveys - Reduction in budget to cover only costs of SCRIM/SCANNER and a number of other required inspections	5		5	None required
COM8	Reduction in road marking maintenance	10		10	None required
COM9	Removal of Security budget Waterton	20		20	None required
COM12	Broad review of car park charging including staff and elected member parking passes	50		0	Underspends across other directorate areas will have to meet this shortfall
COM13	Transfer of directly operated centres and review of grant support to voluntary organisations	39		20	Shortfall will have to be met from underspends in other service areas.
COM14	Reduction in Adult Community Learning provision	70		35	Underspends across other directorate areas will have to meet this shortfall
COM16	A substantial cut of 25% was made to the service in 2015/16 on top of savings in previous years, limiting the scope for further reductions. 2017/18 - £21k – A reduction in the BCBC tourism marketing budget, and reducing the mobile TIC budget, for the financial year 2017/2018. 2018/19 -£40k cut in commissioning budget to support 3rd Sector with Community Asset Transfer. This is part of the Strategic Regeneration Fund. 2019/20 -£20k reduction in the Events budget in 2019/20. It is not possible to reduce the budget prior to this due to existing commitments (Urdd, Women's Open, Senior Open, Town Centre Events programme). This is a part of the SRF match-funding budget.	21		21	None required
COM17	Reduction to core budget for Civil Parking Enforcement Team.	50		50	Will require close monitoring in-year.
COM18	Reductions to the budget for the Materials Recovery and Energy Centre (MREC) Introduction in 17/18 of savings achieved through the current procurement being undertaken with Neath Port Talbot CBC for the provision of new operator arrangements for the MREC facility at Crumllyn Burrows.	200		0	Procurement exercise is on-going. Indications of support from the Corporate Contingency Reserve will not be known until Autumn 2017, therefore full shortfall included.
COM19	Permitting Scheme road works net of existing income of £95,000	100		50	Underspends across other directorate areas would have to meet any shortfall
COM21	Rights of Way - removal of contribution to Coity Wallia	21		21	Underspends across other directorate areas would have to meet any shortfall
COM24	AD procurement - Reduction in budget through savings in the treatment of the Councils domestic food waste, through a joint procurement exercise with the City and County of Swansea (CCS) for the treatment of food waste by anaerobic digestion (AD)	100		100	None required
COM32	Review of Lifeguard services to consider length of season and beach coverage.	60		60	None required
Total Communities Directorate		806		452	

Ref.	Budget Reduction Proposal	Original 2017-18 £'000	Current RAG Status (RAG)	Amount of saving likely to be achieved £000	Mitigating Actions
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CHIEF EXECUTIVES

FINANCE

CEX1	To reduce the number of Finance and accountancy staff	50		50	None required
CEX2	To reduce the number of Internal Audit hours commissioned from joint service	60		60	None required
CEX3	To put Council Tax and some aspects of benefits online and to collaborate with others	150		75	Allocated between Housing Benefits & Council Tax. Council tax savings will not be achieved until Channel Shift has been incorporated for several months and actual savings will not be realised until 18-19. Under-spends realised elsewhere will mitigate overall.
CEX6	To reduce the number of corporate directors	120		120	None required
CEX11	Implement fines for non return of Single Person Discounts	34		0	Actual implementation will not be until end of 2017-18 and will not therefore be realised until 2018-19. Under-spends realised elsewhere will mitigate overall.
Total Chief Executives		414		305	

OPERATIONAL AND PARTNERSHIP SERVICES

OPS1	Public Protection Collaboration	20		20	None required.
OPS2	Restructure of Legal, Democratic and Procurement.	150		135	Savings made elsewhere due to reallocation of target.
Housing					
OPS3	Non staff Budget, Review Service Level Agreements and Staffing.	50		50	None required.
Human Resources					
OPS4	To reduce number of staff in HR, OD and Communications and business support	140		118	Savings made elsewhere because the MTFS saving target was reallocated within the directorate.
OPS5	Non Staffing	10		10	None required.
ICT					
OPS6	Call tariff efficiency	40		25	Savings made from Software
OPS7	Review non staff budgets for communications, supplies training and equipment	65		155	
Transformation					
OPS8	Staff restructure	60		22	Remainder of target met from Performance section of Legal.
Total Operational & Partnership Services		535		535	

CORPORATE / COUNCIL WIDE

CWD2	Reduction in other Corporate budgets including pay and price provision.	107		107	None required
CWD4	Reduction in provision for Council Tax Reduction Scheme	300		300	None required
Total Corporate / Council Wide		407		407	

GRAND TOTAL REDUCTIONS	5,852		4,082	
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REDUCTIONS SHORTFALL			1,770	
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2,523	2,388
2,794	1,973
535	1,491
5,852	5,852

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BRIDGEND COUNTY BOROUGH COUNCIL	Budget 2017-18			Projected Outturn	Projected Variance Over/(under) budget	% Variance
	Expenditure Budget	Income Budget	Net Budget			
	£000	£000	£000			
EDUCATION AND FAMILY SUPPORT						
Learning	10,106	(3,143)	6,963	7,011	48	0.7%
Strategic Partnerships & Comm	129,745	(29,334)	100,411	100,279	(132)	-0.1%
Built Environment	5,515	(4,437)	1,078	994	(84)	
TOTAL EDUCATION AND FAMILY SUPPORT	145,365	(36,913)	108,452	108,284	(168)	-0.2%
SOCIAL SERVICES AND WELLBEING DIRECTORATE						
Adult Social Care	56,723	(15,351)	41,372	42,358	985	2.4%
Sport, Play and Active Wellbeing	5,997	(873)	5,124	5,124	0	0.0%
Safeguarding & Family Support	18,973	(708)	18,266	19,286	1,020	5.6%
TOTAL SOCIAL SERVICES AND WELLBEING	81,693	(16,932)	64,762	66,768	2,006	3.1%
COMMUNITIES DIRECTORATE						
Regeneration & Development	4,839	(2,020)	2,819	2,819	-	0.0%
Street Scene	34,091	(15,270)	18,821	19,011	190	1.0%
Directorate Business Unit	527	-	527	527	-	0.0%
Culture	331	(175)	157	212	55	35.1%
Property Services	4,135	(2,803)	1,333	1,163	(170)	
Elections	134	-	134	133	(1)	-0.7%
TOTAL COMMUNITIES	44,057	(20,267)	23,791	23,866	75	0.3%
OPERATIONAL & PARTNERSHIP SERVICES DIRECTORATE						
Legal Services and Democratic Services	5,119	(559)	4,560	4,293	(267)	-5.9%
Regulatory Services	1,839	(403)	1,436	1,434	(2)	-0.1%
Transformation, Performance and Partnerships	473	-	473	443	(30)	-6.3%
ICT	4,938	(1,146)	3,792	3,414	(378)	-10.0%
Human Resources	3,826	(394)	3,432	3,152	(280)	-8.2%
Housing and Homelessness	8,735	(7,179)	1,556	1,198	(358)	-23.0%
TOTAL OPERATIONAL & PARTNERSHIP SERVICES	24,930	(9,682)	15,249	13,935	(1,314)	-8.6%
Chief Executives						
Chief Executive	513	-	513	500	(13)	-2.5%
Finance	53,249	(50,185)	3,063	2,836	(227)	-7.4%
Internal Audit	313	(3)	310	243	(67)	-21.6%
TOTAL CHIEF EXECUTIVES	54,075	(50,188)	3,886	3,579	(307)	-7.9%
TOTAL DIRECTORATE BUDGETS	350,121	(133,982)	216,140	216,432	292	0.1%
Council Wide Budgets	42,840	(887)	41,953	40,452	(1,501)	-3.6%
NET BRIDGEND CBC	392,961	(134,869)	258,093	256,884	(1,209)	-0.5%

NB: Differences due to rounding of £000's

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Page	Main Scheme	Whole Scheme Budget*	Budget 17-18 (Council 28/06/17)	New Approvals	Virement	Slippage to 2018-19	Revised Budget 2017-18	Total Exp to date	Projected Spend	Over / (Under) spend	Comments
		£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	

Education & Family Support**Learning**

PENYFAI PRIMARY	7,239	392	-	-	-	-	392	23	392	-	Scheme complete - any outstanding payments expected in 2017-18
LITCHARD PRIM AMALGAMATION	2,956	-	-	-	-	-	-	(1)	-	-	
BRYNMENYN PRIMARY	8,360	7,010	-	-	-	-	7,010	1,351	7,010	-	Construction underway
GATEWAY TO THE VALLEYS SEC SCH	39,488	155	-	-	-	-	155	-	155	-	
COITY PRIMARY SCHOOL	8,560	77	-	-	-	-	77	(113)	77	-	Scheme complete - final account to be paid in current year
GARW VALLEY SOUTH PRY PROVIS.	10,800	8,319	-	-	-	-	8,319	865	8,319	-	Construction underway
PENCOED PRIMARY	10,834	9,650	-	-	-	-	9,650	26	9,650	-	Contract to be signed next month and construction will commence shortly after the contract is let.
GARW VALLEY PRIMARY HIGHWAYS	400	358	-	-	-	-	358	(1)	358	-	Highways works due to start soon
CCYD HUB	73	-	-	-	-	-	-	(2)	-	-	
PENCOED PRY SCHOOL HIGHWAYS WORKS	370	332	-	-	-	-	332	13	332	-	Highways works due to start soon
BRYNMENYN SCHOOL HIGHWAYS WORK	807	807	-	-	-	-	807	-	807	-	Highways works due to start soon
OGMORE COMPREHENSIVE	4,120	59	-	-	-	-	59	(97)	59	-	Scheme complete - final account to be paid in current year
MINOR WORKS	505	505	-	-	-	-	505	-	505	-	Spend incurred on revenue cost centre and transferred at year end
HERONSBIDGE SCHOOL	300	280	-	-	-	-	280	5	280	-	
EARLY YEARS CAPITAL	966	14	-	-	-	-	14	-	-	14	Scheme complete - minimal fees paid in year
SCHOOLS TRAFFIC SAFETY	500	319	-	-	-	-	319	(2)	319	-	
MAESTEG COMP HIGHWAYS	500	88	-	-	-	-	88	(6)	88	-	
COMPLEX & MEDICAL NEEDS SCHOOLS	600	270	-	-	-	-	270	-	270	-	
TOTAL Learning	97,378	28,635	-	-	-	-	28,635	2,060	28,621	14	

Built Environment

SOLAR PANELS CIVIC OFFICES	40	12	-	-	-	-	12	(26)	12	-	Completed as part of Civic Envelope Works - to be paid in current year
TOTAL Built Environment	40	12	-	-	-	-	12	(26)	12	-	

TOTAL Education & Family Support

	97,418	28,647	0	0	0	0	28,647	2,034	28,633	14	
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Social Services and Wellbeing

PENCOED ARTIFICIAL PITCH	187	-	-	-	-	-	-	(5)	-	-	Final retention amount - to be paid in current year
ADULT SOCIAL CARE MINOR WORKS	121	43	-	-	-	-	43	-	43	-	
CARE STANDARDS	153	122	-	-	-	-	122	-	122	-	
HERON HOUSE/CARETAKER HOUSE	286	255	-	-	-	-	255	3	255	-	Construction underway
EXTRA CARE FACILITIES	3,000	2,997	-	-	-	-	2,997	-	2,997	-	
MODERNISATION HOMECARE WORKFORCE	72	63	-	-	-	-	63	36	63	-	
BRIDGELINK	30	30	-	-	-	-	30	(1)	30	-	
SPORTS FACILITIES	63	-	-	-	-	-	-	(73)	-	-	Final payment for all weather pitch to be paid when handover takes place
TOTAL Social Services & Wellbeing	3,912	3,510	-	-	-	-	3,510	(40)	3,510	-	

Communities**Street Scene**

PLAYGROUND FFORDD YR EGLWYS	75	25	-	-	-	-	25	-	25	-	
PARKS PAVILIONS	1,011	1,011	-	-	-	-	1,011	(14)	1,011	-	
CITY DEAL	46,724	1,888	-	-	-	(1,888)	-	-	-	-	Project team are still being set up so no spend in 2017-18
PORTHCRAWL TOWN SEA DEFENCE	3,548	3,363	-	-	-	-	3,363	52	3,363	-	
RENEWAL OF CREMATOR	1,060	-	-	-	-	-	-	(1)	-	-	
COYCHURCH CREM WORKS	280	-	280	-	-	-	280	88	280	-	Infrastructure works approved by Joint Committee
REMEDIAL MEASURES - CAR PARKS	115	115	-	-	-	-	115	-	115	-	
CIVIL PARKING ENFORCEMENT MOBILE VEHICLE	68	68	-	-	-	-	68	-	68	-	
SAFE ROUTES TO SCHOOL	711	711	-	-	-	-	711	(3)	711	-	
ROAD SAFETY SCHEMES	241	9	-	-	-	-	9	4	9	-	
HIGHWAYS STRUCTURES	200	200	-	-	-	-	200	(6)	200	-	
HIGHWAYS MAINTENANCE	250	250	-	-	-	-	250	(15)	250	-	
PUBLIC RIGHTS OF WAY	40	-	-	-	40	-	40	3	40	-	Budget transferred from central Minor Works code for various paths on Rights of Way Network
CARRIAGE RECONSTRUCTION	7,885	-	-	-	-	-	-	(17)	-	-	Final retentions due in current year

Main Scheme	Whole Scheme Budget*	Budget 17-18 (Council 28/06/17)	New Approvals	Virement	Slippage to 2018-19	Revised Budget 2017-18	Total Exp to date	Projected Spend	Over / (Under) spend	Comments
	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	
A40473 LINK RD	-	-	-	-	-	-	(2)	-	-	
M30 NATIONAL CYCLE NETWORK	421	421	-	-	-	421	-	421	-	
REPLACEMENT OF STREET LIGHTING	500	500	-	-	-	500	8	500	-	
BRIDGE STRENGTHENING A4061	2,450	340	-	-	-	340	-	340	-	Waiting on fee bids for detailed design of the bridge strengthening
COMMUNITIES MINOR WORKS	205	205	-	-	-	205	-	205	-	
RIVER PROTECTION MEASURES	203	203	-	-	-	203	1	203	-	
REPAIRING WALL REPLACEMENT BETTWS	175	175	-	-	-	175	-	175	-	
RESIDENTS PARKING BRIDGEND TOWN CENTRE	130	128	-	-	-	128	-	128	-	
FLEET VEHICLES	500	500	-	-	-	500	-	500	-	Awaiting Delegated Powers being signed for number of vehicles required
RELOCATE RECYCLING CENTRE	1,328	1,322	-	-	-	1,322	-	1,322	-	Scheme at planning application stage
HEOL SIMONSTONE/COYCHURCH RD	297	33	-	-	-	33	-	33	-	
S106 HIGHWAYS SMALL SCHEMES	61	46	-	-	-	46	25	46	-	
TOTAL Streetscene	68,528	11,513	280	40	(1,888)	9,945	123	9,945	-	

Regeneration & Development

BRIDGEND BUSINESS SUPPORT NETWORK	90	90	-	30	-	120	50	120	-	Budget transferred from SRF Budget Code
PORTHCAWL RESORT INVESTMENT FOCUS	-	-	-	124	-	124	14	124	-	Budget transferred from SRF Budget Code
COMMERCIAL IMPROVEMENT AREA	67	67	-	-	-	67	-	67	-	
EU CONVERGENCE SRF BUDGET	761	761	-	(154)	-	607	-	607	-	
PORTHCAWL INFRASTRUCTURE	5,507	5,507	-	-	(5,507)	-	-	-	-	The Porthcawl masterplan and owners agreement are currently under review. This includes a fresh assessment of the infrastructure phasing plan and marketing strategy.
LLYNFI DEVELOPMENT SITE	2,400	2,400	-	-	(2,400)	-	-	-	-	Feasibility works being carried out - not likely to spend in 2017-18
SMART SYSTEM HEAT PROGRAM	250	100	-	-	(100)	-	-	-	-	Spend estimated to be in 2019-20
MAESTEG TOWN HALL CULTURAL HUB	3,845	1,084	-	-	-	1,084	-	1,084	-	A project board has been set up for this scheme
TOWN & COMMUNITY COUNCIL FUND	214	214	-	-	-	214	-	214	-	
NANTYMOEL COMMUNITY FACILITIES	200	200	-	-	-	200	-	200	-	Business Plan to be submitted
ADOPTED COUNCIL ROADS WORKS	10	10	-	(10)	-	-	-	-	-	Underspend on this scheme transferred back to Minor Works
BRIDGEND TOWNSCAPE HERITAGE	2,380	75	-	-	-	75	1	75	-	
PORTHCAWL THI	949	476	-	-	-	476	48	476	-	
TOTAL Regeneration & Development	16,931	10,984	-	(10)	(8,007)	2,967	113	2,967	-	

Property

SCIENCE PARK DRAINAGE	200	200	-	-	-	200	1	200	-	
UPGRADING INDUSTRIAL ESTATES	40	17	-	-	-	17	-	17	-	
BRIDGEND MARKET	20	19	-	-	-	19	-	19	-	Budget due to be spent in the next couple of months
DDA WORKS	34	-	-	-	-	-	3	-	-	
DDA WORKS AT CIVIC OFFICES	120	120	-	-	-	120	-	120	-	
MINOR WORKS	1,288	1,328	-	(30)	-	1,298	-	1,298	-	Spend incurred on revenue cost centres and transferred at year-end
MAESTEG TOWN HALL	-	-	-	-	-	-	(27)	-	-	Retention payment for roof at Maesteg Town Hall to be paid this year
FIRE PRECAUTIONS MINOR WORKS	222	-	-	-	-	-	22	-	-	Budget held centrally for Minor Works
BRYNCETHIN DEPOT FACILITIES	4,316	4,316	-	-	-	4,316	20	4,316	-	The project board is currently reviewing the proposals for this scheme.
NON OPERATIONAL ASSETS	480	480	-	-	-	480	-	480	-	
AGILE WORKING	1,201	621	-	-	-	621	-	621	-	Work will commence when a lessee is found for Raven's Court
CIVIC OFFICE ENVELOPE	2,545	1,012	-	-	-	1,012	530	1,012	-	Scheme scheduled to be completed this financial year
Total Property	10,466	8,113	-	(30)	-	8,083	549	8,083	-	

TOTAL Communities

TOTAL Communities	95,925	30,610	280	0	(9,895)	20,995	785	20,995	0	
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Housing/Homelessness

MANDATORY DFG RELATED EXPENDITURE	3,272	3,272	-	-	-	3,272	431	3,272	-	Budget committed
TARGET HARDENING GRANTS	-	-	-	-	-	-	3	-	-	Budget included above
HOUSING RENEWAL AREA	100	100	-	-	-	100	54	100	-	
EMPTY HOMES GRANTS	-	-	-	-	-	-	28	-	-	Budget included above
COMFORT SAFE & SECURITY GRANTS	-	-	-	-	-	-	2	-	-	Budget included above
EMERGENCY REPAIR LIFETIME GRANT	-	-	-	-	-	-	20	-	-	Budget included above
HOMES IN TOWN GRANT	-	-	-	-	-	-	63	-	-	Budget included above
TOTAL Housing/Homelessness	3,372	3,372	-	-	-	3,372	601	3,372	-	

ICT

ICT LAPTOP REPLACEMENT	550	550	-	-	(300)	250	-	250	-	
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	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	
COMPUTER EQUIPMENT	253	-	-	-	-	-	(1)	-	-	
ICT INFRASTRUCTURE SUPPORT	300	300	-	-	(300)	-	-	-	-	
DIGITAL TRANSFORMATION	1,000	590	-	-	(590)	-	-	-	-	Budget is for hardware following the relocation of staff from Raven's Court which is unlikely to happen this year
TOTAL ICT	2,103	1,440	-	-	(1,190)	250	(1)	250	-	
TOTAL Operational & Partnership Services	5,475	4,812	0	0	(1,190)	3,622	600	3,622	0	
GRAND TOTAL	202,730	67,579	280	-	(11,085)	56,774	3,379	56,760	14	

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