

# Public Document Pack

## Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

### Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.  
Rhowch wybod i ni os mai Cymraeg yw eich  
dewis iaith.*

*We welcome correspondence in Welsh. Please  
let us know if your language choice is Welsh.*



#### **Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate**

Deialu uniongyrchol / Direct line /: 01656 643148 / 643147 / 643694

Gofynnwch am / Ask for: Michael Pitman

Ein cyf / Our ref:

Eich cyf / Your ref:

**Dyddiad/Date:** Friday, 1 November 2019

Dear Councillor,

### **CORPORATE OVERVIEW AND SCRUTINY COMMITTEE**

A meeting of the Corporate Overview and Scrutiny Committee will be held in the Council Chamber, Civic Offices, Angel Street, Bridgend, CF31 4WB on **Thursday, 7 November 2019 at 09:30.**

### **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 - 8  
To receive for approval the minutes of 26/06/2019
  4. Budget Monitoring 2019-20 - Quarter 2 Revenue Forecast 9 - 40
- Invitees:
- All Cabinet & CMB
5. Overview and Scrutiny - Feedback from Meetings 41 - 46
  6. Forward Work Programme Update 47 - 56
  7. 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.

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Yours faithfully

**K Watson**

Head of Legal and Regulatory Services

Councillors:

JPD Blundell

NA Burnett

N Clarke

J Gebbie

Councillors

T Giffard

CA Green

M Jones

RL Penhale-Thomas

Councillors

KL Rowlands

RMI Shaw

JC Spanswick

T Thomas

MINUTES OF A MEETING OF THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE  
HELD IN COMMITTEE ROOMS 2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB  
ON WEDNESDAY, 26 JUNE 2019 AT 09:30

Present

Councillor CA Green – Chairperson

JPD Blundell  
RMI Shaw

NA Burnett  
JC Spanswick

J Gebbie  
CA Webster

T Giffard

Apologies for Absence

N Clarke, RL Penhale-Thomas and T Thomas

Officers:

Mark Shephard	Chief Executive
Councillor Philip White	Cabinet Member for Social Services and Early Help
Robin Davies	Group Manager - Business Strategy and Performance
Gareth Denning	Policy Team Leader
Nerys Edmonds	Representative from Public Health Wales
Gail Jewell	Democratic Services Officer - Scrutiny
Richard Matthams	Development Planning - Team Leader
Jonathan Parsons	Group Manager Development
Craige Wilson	Assistant Director Primary Care - Cwm Taf Health Board
Adam Provoost	Senior Development Planning Officer

118. DECLARATIONS OF INTEREST

Cllr John Spanswick declared a personal interest in Item 5 as he is a Member of Development Control Committee and LDP Steering Group Committee;  
Cllr Jon-Paul Blundell declared a personal interest in Item 5 as he is a Member of LDP Steering Group Committee;  
Cllr Nicole Burnett declared a personal interest in Item 5 as she is a Member of Development Control Committee;  
Cllr Carolyn Webster declared a personal interest in Item 4 as she is a Board Member of the Royal College of GP's and in Item 5 as she is a Member of Development Control Committee.

119. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of Corporate Overview and Scrutiny Committee dated 3 April 2019 be approved as a true and accurate record.

120. SOCIAL SERVICES ANNUAL REPORT 2018/19

The Corporate Director Social Services and Wellbeing briefly presented the Director of Social Services' draft Annual Report to Committee, the purpose of which was to outline how Social Services in Bridgend County Council had delivered services during 2018/19.

The Committee were advised of the objectives for 2018/19 and were provided information on whether the Directorate were successful in their aims and similarly what the Directorate hoped to achieve in the following year. The proposed changes for 2019-20 included:

- To provide people with more choice and control over what support they receive;

- Roll out of plans in relation to the running of day services and day opportunities in the future;
- Implement plans surrounding looked after children;
- Finalise a transition service model to assist disabled children transition into adulthood effectively.

The Committee received the annual report well and were very complimentary on the content, specifying how well written the report was due to the plain language used throughout, which would assist the public to follow and understand the information within the document with ease.

Members also commended the Corporate Director of Social Services and Wellbeing and her team on the obvious shift in culture undertaken by the Directorate and the embedded new ways of working.

The Committee questioned working relationships with other departments, specifically with the Education and Family Support Directorate and further queried if there were any gaps that required work. The Corporate Director Social Services and Wellbeing explained that current working relationships across all Directorates was the best it has ever been. She explained that the Corporate Management Board were a small team that all sit in one room, which provided a greater opportunity to discuss topics as and when they arise.

The Head of Children's Social Care provided an example of successful partnership working between both Directorates, where the Social Services Directorate were involved in discussions in the early stages regarding allocations of the Integrated Care Fund that is directly provided to the Education and Family Support Directorate for preventative work.

A Member made reference to performance indicators provided at a Corporate Performance Assessment (CPA) meeting where it was acknowledged that sickness levels within the Directorate were not improving, as well as an increase in delays with transfers of care for social care reasons and asked that both these statistics are provided within the report along with an explanation of how they will be dealt with. The Corporate Director Social Services and Wellbeing proceeded to update the Committee on the transfer from Abertawe Bro Morgannwg University Health Board to Cwm Taf University Health Board, as well as the possible options for the adoption services.

**RESOLVED:** The Committee commended the Corporate Director on the production of the Social Services Annual Report 2018/19 for the reason that the report is written in plain English, which will enable the public to easily recognise how social services in Bridgend have been delivered over the past year and will be in the future.

The Committee congratulated the Directorate on the change management undertaken within Social Services and recommend that the Directorate share best practice with other Directorates with changing mind-sets on working cultures.

Members noted that Directorate sickness levels are increasing and that the Directorate are encountering delayed transfers of care for social care reasons and therefore recommended that both these areas are referenced within the Social Services Annual Report, along with what mitigating factors will be put in place to increase future performance.

121. **BRIDGEND REPLACEMENT LOCAL DEVELOPMENT PLAN 2018-2033 DRAFT VISION & OBJECTIVES, GROWTH & SPATIAL OPTIONS**

The Development Planning Manager presented the Bridgend Replacement Local Development Plan 2018-2033 Draft Vision & Objectives, Growth & Spatial Options report, the purpose of which was to provide background information in respect of the draft vision and objectives, growth options and spatial strategy options proposed for the Replacement Local Development Plan.

The Committee were advised that the Bridgend Replacement Local Development Plan (LDP) is a high level strategy document which must be prepared by the Council. In order to tackle key issues and guide and manage future development, the LDPs vision and objectives need to be revisited to ensure they remain relevant to local needs and aspirations.

The Senior Development Planning Officer presented 3 Strategic Growth options, Low, Mid and High – each option outlining dwelling requirements, what employment provision it could potentially generate, along with the achievability of each option. He specified that the evidence suggests that the most appropriate growth option would be mid, which would mean a continuation of the types of build rates seen over the last five years.

On the subject of housing the Committee queried how the size and type of dwelling is considered prior to development and observed that there was no reference to Bridgend County Borough Council's Empty Housing Strategy within the LDP and suggested that both Strategy and Plan should be worked on in conjunction with each other. Members were reassured that the Empty Housing Strategy is taken into account and the size of dwelling would be calculated based on evidence.

The Committee were advised that in addition to setting out the level of growth needed over the plan period, the Replacement LDP must put forward a clear spatial strategy for where this development should take place within the County Borough. Members were informed that due to significant constraint at M4, Junction 36, Parc Derwen and Valley's Gateway would be ruled out as areas for potential new growth.

On the subject of potential sites for development the Committee maintained that sustainable development needs to be sustainable for the community. Members therefore highlighted the need to increase engagement with the public to gauge communities' requirements prior to planning to develop. In response Members were advised that target education and consultation with Town and Community Councils will be arranged where it is likely that development will take place.

A Member emphasised a worrying trend with development over the years and the lack of regeneration in isolated areas throughout the Borough. To assist with rectifying this issue, it was suggested that a policy for small scale initiatives, such as place plans should be promoted and detailed within the LDP.

The Committee are aware and understand that development is required to take place within the Borough but Members advised that the Council need to be mindful of the potential impact development has on our other directorates such as Education and Highways and also our partners in Health and the Police.

**RESOLVED:** The Committee highlighted the importance of effective engagement with members of the public and stated that all communities should be educated regarding the Local Development Plan processes and are then encouraged to contribute to the document. Therefore Members

recommended the following opportunities are explored to assist with promoting the processes and Plan:

- To utilise elected Members;
- To involve Communications, Marketing and Engagement;
- To specifically seek to engage with Town and Community Councils where development is likely to take place;
- To allocate additional resource for a consultant to facilitate engagement with Elected Members and members of the public.

Members recommend that a policy for small scale, community based initiatives, such as place plans should be detailed within the Local Development Plan, to assist communities create schemes that they feel would benefit the whole community.

Members request to receive and consider Bridgend Replacement Local Development Plan 2018-2033 Draft Vision & Objectives, Growth & Spatial Options at an appropriate time during the consultation process to be kept up to date on progress made.

122. NOMINATION TO THE PUBLIC SERVICE BOARD SCRUTINY PANEL

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

Councillor RMI Shaw  
Councillor JC Spanswick  
Councillor T Giffard

123. CORPORATE PARENTING CHAMPION NOMINATION REPORT

RESOLVED: That Councillor CA Webster was nominated as the Corporate Parenting Champion to represent the Committee at meetings of the Corporate Parenting Cabinet Committee.

124. FORWARD WORK PROGRAMME UPDATE

The Scrutiny Officer reported on items to be considered at the meeting of the Committee on 17 July 2019 and sought confirmation of the information required for the subsequent meeting to be held on 25 September 2019. She also reported on a list of potential Forward Work Programme items for prioritisation and allocation to each of the Subject Overview and Scrutiny Committees.

RESOLVED: Members agreed the items scheduled for Corporate Overview and Scrutiny Committee on 17 July 2019 and their subsequent meeting on 25 September 2019.

The Committee confirmed and prioritised the following items to the Subject Overview and Scrutiny Committee:

9 Sept 2019	SOSC 1	Post 16 Education – Consultation
16 Sept 2019	SOSC 2	Youth Offending Service
9 Oct 2019	SOSC 1	Plasnewydd – Escalation from MSEP
10 Oct 2019	SOSC 2	Prevention & Wellbeing Approaches and Day Time Opportunities
4 Nov 2019	SOSC 3	Highways

125. OVERVIEW AND SCRUTINY - FEEDBACK FROM MEETINGS

The Scrutiny Officer presented the Feedback from Meetings report and requested that the Committee approve the feedback and responses to the comments and recommendations from the previous meeting and allocate Red, Amber, and Green (RAG) statuses to each recommendation.

RESOLVED: As requested in the report, the Committee allocated RAG statuses to each recommendation as appropriate and agreed to monitor the statuses on an ongoing basis.

126. URGENT ITEMS

None.

The meeting closed at 11:30

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

7 NOVEMBER 2019

#### REPORT OF THE INTERIM HEAD OF FINANCE

#### BUDGET MONITORING 2019-20 – QUARTER 2 REVENUE FORECAST

##### 1.0 Purpose of this report

1.1 The purpose of this report is to provide the committee with an update on the Council's revenue financial position as at 30th September 2019.

##### 2.0 Connections to Corporate Improvement Objectives / Other Corporate Priorities

2.1 This report assists in the achievement of the following corporate priorities:-

1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

2.2 The allocation of budget determines the extent to which the Council's corporate priorities can be delivered.

##### 3.0 Background

3.1 On 20th February 2019, Council approved a net revenue budget of £270.809 million for 2019-20. 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 / Proposal

### 4.1 Summary financial position at 30th September 2019

4.1.1 The Council's net revenue budget and projected outturn for 2019-20 is shown in Table 1 below.

**Table 1- Comparison of budget against projected outturn at 30th September 2019**

Directorate/Budget Area	Original Budget 2019-20 £'000	Revised Budget 2019-20 £'000	Projected Outturn Q2 2019-20 £'000	Projected Over / (Under) Spend 2019-20 £'000	Projected Over / (Under) Spend Qtr 1 2019-20 £'000
<b>Directorate</b>					
Education and Family Support	116,208	113,848	114,442	594	548
Social Services and Wellbeing	70,834	70,948	71,866	918	274
Communities	25,331	25,886	25,918	32	559
Chief Executive's	18,609	18,573	17,688	(885)	(618)
<b>Total Directorate Budgets</b>	<b>230,982</b>	<b>229,255</b>	<b>229,914</b>	<b>659</b>	<b>763</b>
<b>Council Wide Budgets</b>					
Capital Financing	7,430	7,329	6,759	(570)	0
Levies	7,376	7,134	7,134	0	0
Apprenticeship Levy	700	700	623	(77)	(80)
Council Tax Reduction Scheme	14,854	14,854	14,751	(103)	(162)
Insurance Premiums	1,588	1,588	1,330	(258)	(257)
Repairs & Maintenance	870	870	870	0	0
Pension Related Costs	430	430	430	0	0
Other Corporate Budgets	6,579	8,649	4,849	(3,800)	0
<b>Total Council Wide Budgets</b>	<b>39,827</b>	<b>41,554</b>	<b>36,746</b>	<b>(4,808)</b>	<b>(499)</b>
<b>Appropriations to Earmarked Reserves</b>			<b>3,574</b>	<b>3,574</b>	<b>0</b>
<b>Total</b>	<b>270,809</b>	<b>270,809</b>	<b>270,234</b>	<b>(575)</b>	<b>264</b>

4.1.2 The overall projected position at 30th September 2019 is a net under spend of £575,000, comprising £659,000 net over spend on directorates and £4.808 million net under spend on corporate budgets, offset by net appropriation to earmarked reserves of £3.574 million.

4.1.3 The main reason for the under spend of £3.8 million on 'Other Corporate Budgets' is due to Welsh Government advising local authorities of additional grant funding being made available during 2019-20 to meet the increased cost of teachers' pensions (£2,006,096), fire service pensions (£272,405), and teachers' pay increases (£343,701), all of which were originally funded in full through the MTFS. In June 2019 Council approved that an 'Investing in Communities Fund' be established with £2 million of this funding to support the capital minor works programme by enabling more capital improvement works to be undertaken on Council assets in our local communities. Other movements in earmarked reserves can be found in section 4.4.

- 4.1.4 A detailed analysis of the more significant projected under and over spends is set out in section 4.3. Whilst it appears from Table 1 that the position on directorate budgets has improved since quarter 1, with the projected over spend reducing by £104,000, this is after a contribution of £694,000 from the MTFs Budget Reduction Contingency Reserve (see section 4.2.4). Without this contribution, projections on directorate budgets would have worsened by £593,000. In addition, there is still half of the financial year remaining and there are a number of volatile budgets which could impact on this position.
- 4.1.5 There have been no budget virements but there have been a number of technical adjustments between budgets since the Quarter 1 forecast was reported to Cabinet in July 2019. This is due to the fact that inflationary uplifts that are not confirmed when the MTFs is agreed are held centrally until evidence of the uplift is provided by the service areas. Technical adjustments of £414,444 have been processed since Quarter 1.
- 4.1.6 When the budget for 2019-20 was set, directorates were provided with funding for known pay and price inflation. The remaining provision was retained centrally within Council wide 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 2019-20, and will amend budgets accordingly during the year.
- 4.1.7 Given the large scale reductions on Council wide budgets in previous years, and the significant pay and price pressures already placed on these budgets in 2019-20, there is a risk that there may not be sufficient funding available within these budgets for any unexpected major price inflation increases. Inflation rates remain fairly steady (CPI was 1.9% in February 2019 and was 1.7% in August 2019), but, with the uncertainty around Brexit and possible financial implications arising from that, the budget will need to be monitored closely during the remainder of the year.
- 4.1.8 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 £7.621 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.
- 4.1.9 In February 2019 Council approved the Medium Term Financial Strategy for 2019-20 to 2022-23. This identified the need to develop recurrent budget reduction proposals, based on the most likely scenario, amounting to around £35.2 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.
- 4.1.10 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 2019-20. 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 budget 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

### Prior Year Budget Reductions

- 4.2.1 A report was presented to Cabinet on 18th June 2019 on Financial Performance 2018-19. In the report it was highlighted that, for 2016-17 to 2018-19, there were £2.342 million of budget reduction proposals that were not met in full, with a total outstanding balance to be met of £1.519 million. Directors have been asked to identify if any of these proposals are still not likely to be achieved in full during the 2019-20 financial year, and to identify mitigating action that will be undertaken to achieve them. A summary of the latest position is attached as Appendix 1 with a summary per directorate provided in Table 2.
- 4.2.2 The Social Services and Wellbeing Directorate has developed a Future Service Delivery Plan, which was presented to Corporate Overview and Scrutiny Committee in March 2018, and which outlines the Directorate's response to the financial challenge facing them, not least setting out the planned actions to be undertaken in order to meet the shortfall. This will be monitored continuously throughout 2019-20.

**Table 2 – Outstanding Prior Year Budget Reductions**

	<b>Total Budget Reductions Required</b>	<b>Total Budget Reductions Likely to be Achieved</b>	<b>Shortfall</b>
<b>DIRECTORATE /BUDGET REDUCTION AREA</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Education and Family Support	222	20	202
Social Services and Wellbeing	918	673	245
Communities	1,202	1,102	100
<b>TOTAL</b>	<b>2,342</b>	<b>1,795</b>	<b>547</b>

- 4.2.3 Table 2 shows that of the £2.342 million outstanding reductions, £1.795 million is likely to be achieved in 2019-20 leaving a shortfall of £547,000. Proposals still not likely to be achieved include:

- Learner Transport Policy and Transport Route efficiencies (£127,000) due to delays in assessments of safe routes.
- Review of Special Schools Home to School Transport (£75,000) as currently out to mini-tender.
- Permitting Scheme for Road Works (£100,000) due to delays in approval process with Welsh Government.

The balance mainly relates to proposals set out in the Social Services and Wellbeing Service Delivery Plan that are profiled over two to three years.

- 4.2.4 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. This reserve has been used to meet specific budget reduction proposals in previous years on a one-off basis pending alternative measures. Following agreement with the S151 Officer, it is being used in 2019-20 to mitigate the on-going shortfall on the following budget reductions proposals:-

<b>MTFS Reference</b>	<b>Original Saving Proposal £'000</b>	<b>Funding from MTFS Budget Reduction Contingency Reserve £'000</b>
COM 52 - MREC	1,300	500
EFS 1 – Learner Transport Policy (17-18)	20	20
EFS 2 – School Transport Route Efficiencies (17-18)	40	40
EFS 1 – Learner Transport Policy (18-19)	67	67
EFS 1 – Learner Transport Policy (19-20)	67	67
<b>TOTAL</b>	<b>1,494</b>	<b>694</b>

During the financial year the S151 Officer will consider further applications from directorates to the MTFS Budget Reduction Contingency Reserve to mitigate further shortfalls.

## Budget Reductions 2019-20

4.2.5 The budget approved for 2019-20 included budget reduction proposals totalling £7.621 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 £1.129 million, or 15% of the overall reduction target.

**Table 3 – Monitoring of Budget Reductions 2019-20**

	<b>Total Budget Reductions Required</b>	<b>Total Budget Reductions Likely to be Achieved</b>	<b>Shortfall</b>
<b>DIRECTORATE /BUDGET REDUCTION AREA</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Education and Family Support	596	529	67
Schools	0	0	0
Social Services and Wellbeing	1,235	1,107	128
Communities	1,938	1,084	854
Chief Executive's	1,464	1,384	80
Council Wide Budgets	2,388	2,388	0
<b>TOTAL</b>	<b>7,621</b>	<b>6,492</b>	<b>1,129</b>

A comparison of the RAG status position against Quarter 1 is provided below:-

	<b>2019-20</b>		<b>2019-20</b>	
	<b>Q 2</b>		<b>Q 1</b>	
	<b>£'000</b>	<b>%</b>	<b>£'000</b>	<b>%</b>
<b>Green</b>	5,155	68%	4,935	65%
<b>Amber</b>	1,009	13%	999	13%
<b>Red</b>	1,457	19%	1,687	22%
<b>Total</b>	<b>7,621</b>	<b>100%</b>	<b>7,621</b>	<b>100%</b>

There has been a slight shift from reductions classed as red to green between Quarters 1 and 2.

4.2.6 The most significant budget reduction proposals unlikely to be achieved in full include:

- EFS1 - Phased Implementation of Learner Transport Policy (£67,000) – no saving likely to be achieved in 2019-20.
- SSW22 – Further savings from library and cultural facilities (£60,000) – no saving likely to be achieved in 2019-20.
- COM52 – Reduction to the budget for the MREC (£1,300,000) - £650,000 likely to be achieved in 2019-20.

4.2.7 Appendix 2 identifies the projected amount of saving against these proposals in detail and action to be taken by the directorate to mitigate the shortfall. Directors continue to work with their staff to deliver their proposals or identify alternatives and this is reflected in the forecast outturn for the year. In the longer term, these proposals must be realised or met through alternative budget reduction proposals in order to deliver a balanced budget position.

### 4.3 Commentary on the financial position as at 30th September 2019

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. Actions are being taken by those directorates currently reporting a projected over spend to try to resolve issues that led to the current position or alternatively to identify offsetting savings in other areas of the service.

#### 4.3.1 Education and Family Support Directorate

The net budget for the Directorate for 2019-20 is £113.848 million. The Directorate (excluding Schools) contains savings targets of £596,000 for 2019-20. Current projections indicate an over spend of £594,000 at year end. The main variances are:

<b>EDUCATION &amp; FAMILY SUPPORT DIRECTORATE</b>	<b>Net Budget</b>	<b>Projected Outturn</b>	<b>Projected Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Inclusion	2,331	2,701	370	15.9%
Home to School Transport	5,145	5,862	717	13.9%
Strategic Management	1,494	1,435	(59)	-3.9%
Catering Services	939	865	(74)	-7.9%
Emotional Health & Behaviour	1,809	1,729	(80)	-4.4%
Integrated Working	1,486	1,368	(118)	-7.9%
Health & Safety	384	246	(138)	-35.9%

#### 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'. At Quarter 2 for 2019-20 there are 23 primary schools and 3 secondary schools (44% of all schools) that are projecting a deficit balance at year end. In total the Quarter 2 projections indicate an overall deficit balance for school delegated budgets of £836,000 at year end.

## **Central Education and Family Support Budgets**

### Inclusion

- The over spend of £370,000 primarily relates to a deficit in the recoupment budget (£252,000). This is mainly due to that fact that there are currently 19 out of county placements at Heronsbridge School and Ysgol Bryn Castell compared with 30 in the Summer Term 2018, impacting on the anticipated income levels. In addition, there is a projected over spend of £108,000 due to an increase in demand for ancillary support in schools.

### Home to School Transport

- There is an over spend of £717,000 on Home to School Transport. There is still significant pressure on the home-to-school transport budget. Although a significant budget reduction of £1.794m has been applied to the learner transport budget to support the MTFs since 2014-2015, the change of policy approved by Cabinet in September 2015 has not delivered significant enough savings to support this large budget reduction. As a result a contribution of £194,000 has been agreed by the S151 Officer from the MTFs Budget Contingency Reserve as outlined in paragraph 4.2.4.
- As well as an increase in eligible learners, there is also significant pressure on transport providers with many not tendering for smaller contracts as they do not consider them to be profitable. Limited competition is increasing the costs associated with some contracts, especially where specialist vehicles are required e.g. those with tail-lifts. The requirement for specialist transport provision for pupils with additional learning needs (ALN) is increasing costs in general.
- A report was approved by Cabinet on the 23rd July 2019 to commence a 12 week public consultation starting in September 2019 on proposed changes to the Local Authority Home to School/College Transport policy.
- At the start of the 2019-20 academic year a large number of contracts were handed back by transport providers after a competitive tender process. This left the local authority in a very difficult position, with the awarding of these contracts to other contractors at short notice. This increased the total value of the retendered contracts by approximately £100,000 annually.
- The Corporate Strategic Transport Review will aim to identify opportunities for efficiency savings within the school transport budget and elsewhere across the local authority's transport services.
- Several hundred pupils in both primary and secondary schools who are not eligible for free home-to-school transport have been identified as currently benefiting from it. There are significant savings possible if transport is removed from these pupils, as whole contracts can be cancelled. This can be achieved by providing one term's notice to pupils and parents.

### Strategic Management

- The under spend of £59,000 is as a result of a review of non-staffing budgets across the directorate, which are being held to mitigate over spends across other directorate service areas. These will be considered as part of future years' MTFs savings.

### Catering Services

- The under spend of £74,000 has arisen as a result of a 3.46% increase in primary school meal take up compared with when the budgets were set at the start of the financial year. Take up of school meals will require close in-year monitoring.

#### Emotional Health & Behaviour

- The under spend of £80,000 is a combination of increased use of Ty Lidiard (provision of education to children who are not able to attend school because they are in hospital) by other Local Authorities and the increased level of clawback from schools for the Education Other Than At School (EOTAS) provision, i.e. recoupment of the pupil funding from the respective schools whilst they are receiving EOTAS.

#### Integrated Working

- The under spend of £118,000 relates to current staff vacancies within the service. The vacant posts are expected to be filled during the year.

#### Health and Safety

- The under spend of £138,000 relates to current staff vacancies within the service. The service area is currently going through a recruitment process to fill these vacancies.

### 4.3.2 **Social Services and Wellbeing Directorate**

The Directorate's net budget for 2019-20 is £70.948 million. The Directorate budget contains savings targets of £1.235 million for 2019-20. Current projections indicate an over spend of £918,000 at year end. The main variances are:

<b>SOCIAL SERVICES AND WELLBEING DIRECTORATE</b>	<b>Net Budget</b>	<b>Projected Outturn</b>	<b>Projected Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Older People Residential Care	8,832	9,021	189	2.1%
Care at home for Older People	8,313	8,414	101	1.2%
Care at Home for Physical Disabilities	1,613	1,460	(153)	-9.5%
Equipment and Adaptations	858	1,042	184	21.4%
Assessment and Care Management	5,022	4,694	(328)	-6.5%
Learning Disabilities Residential Care	1,930	2,042	112	5.8%
Care at Home for Learning Disabilities	9,342	9,685	343	3.7%
Learning Disabilities Day Opportunities	2,696	2,887	191	7.1%
Mental Health Residential Care	1,412	1,310	(102)	-7.2%
Mental Health Supported & Other Accommodation	202	97	(105)	-51.9%
Looked After Children	11,557	12,252	695	6.0%
Commissioning & Social Work	5,087	4,883	(204)	-4.0%

#### Older People Residential Care

- There is a projected over spend of £189,000 mainly due to a reduction in client contributions, in particular out of county contributions.

#### Care at Home for Older People

- Care at home includes domiciliary care services, local authority homecare services and the provision of direct payments. The over spend of £101,000 is a combination of an over spend on the Direct Payments budget due to an increase in the number of cases, offset by an under spend on the homecare budget primarily due to staffing vacancies due to a delay in implementing a staffing restructure.

#### Care at Home for Physical Disabilities

- There is a projected under spend of £153,000 which is made up of a combination of an over spend on direct payments (65 clients at Quarter 2 compared with 60 clients at Quarter 1) offset by a consequential under spend on external domiciliary care and care attendants. The service area has also benefited from receiving more joint health funding than originally anticipated.

#### Equipment and Adaptations

- There is a projected over spend of £184,000 as a result of increased use of aids and equipment, along with servicing costs. These costs are seen as a preventative measure to keep service users out of long term care, and therefore reduce pressure on other service area budgets.

#### Assessment and Care Management (ACMT)

- There is a projected under spend of £328,000 on all assessment and care management budgets across the directorate. The directorate manages its staff vacancies stringently in order to achieve cost savings in-year.

#### Learning Disabilities Residential Care

- There is a projected over spend of £112,000 which relates mainly to the complexity of needs and number of service users (28 current placements (including respite), up from 23 placements as at Quarter 1).

#### Care at Home for People with Learning Disabilities

- There is a projected over spend of £343,000 mainly due to the complexity of needs and number of service users receiving direct payments or receiving domiciliary care within a home setting or supported accommodation.

#### Learning Disabilities Day Opportunities

- There is a projected over spend of £191,000 mainly due to the cost of external day service provision. These costs are considerably less than 'one to one' care provision and this therefore reduces pressure on other service areas within the directorate.

#### Mental Health Residential Care

- A projected under spend of £102,000 is based on current placements. Forecasted health contributions to these placements are built in to the forecast under spend.

#### Mental Health Supported & Other Accommodation

- A projected under spend of £105,000 is due to a combination of staffing under spends (£72,000) as a result of a staff restructure and additional income (£33,000) from accommodation fees and rent within BCBC accommodation.

#### Looked After Children (LAC)

- There is a projected over spend of £695,000 on LAC. This represents 6% of the overall budget for LAC. This has increased from the Quarter 1 projected over spend (£133,000) due to an additional out of county placement and 8 additional Independent Foster placements (IFAs).
- The over spend is also partly as a result of the implementation of a new model for residential services which has required increasing staffing ratios due to the complexities/risk behaviours of the young people placed over recent months (some of which have been court directed).

- The average number of LAC this financial year is 379 compared with an average of 376 in 2018-19. This can fluctuate month to month and will require ongoing monitoring in-year.
- The average number of independent fostering placements (IFAs) this financial year is 70 compared to 61 in 2018-19. This can fluctuate month to month and again will require ongoing monitoring in-year.
- The budget is closely monitored to ensure that the current over spend is reduced and that the budget for 2019-20 is effectively managed.

#### Commissioning & Social Work

- A projected under spend of £204,000 is mainly due to staffing under spends due to difficulty in recruiting social workers.

### 4.3.3 Communities Directorate

The net budget for the Directorate for 2019-20 is £25.886 million. The Directorate budget contains savings targets of £1.938 million for 2019-20. The current projection is an anticipated over spend of £32,000. The main variances are:

<b>COMMUNITIES DIRECTORATE</b>	<b>Net Budget</b>	<b>Projected Outturn</b>	<b>Projected Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Development	738	816	78	10.6%
Regeneration	2,295	2,193	(102)	-4.4%
Waste Disposal	3,325	3,460	135	4.1%
Waste Collection	5,178	5,268	90	1.7%
Highways Services	2,746	2,546	(200)	-7.3%
Policy and Development	(276)	(108)	168	-60.9%
Fleet Services	27	172	145	537.0%
Parking Services	(336)	(536)	(200)	59.5%
Corporate Director - Communities	146	49	(97)	-66.4%

#### Development

- The projected over spend in Development of £78,000 is primarily due to a forecast downturn in planning application income based on income to date and comparison with the 2018-19 outturn. Fee income is subject to considerable fluctuations between years, depending on number and type of applications and will require close monitoring in-year.

#### Regeneration

- The projected under spend of £102,000 in Regeneration has arisen mainly from staffing vacancies and changes in staffing hours. Vacancies will be closely managed through the year.

#### Waste Disposal and Collection

- There is a combined over spend on the Waste Collection and Waste Disposal budget of £225,000. There has been an ongoing procurement exercise with Neath Port Talbot County Borough Council (NPTCBC) to originally secure a new operator for the MREC facility. Total MTFs Budget Reductions against the Waste budget of £200,000 in 2017-18 and £1,300,000 in 2019-20 were predicated on achieving a price in the region of £135 per tonne from this exercise. NPTCBC will now be

running the MREC facility in-house, and whilst savings have been made in 2019-20 they are not at the level to achieve the MTFs savings and discussions are continuing with NPTCBC to continue to negotiate further improvements. The projections have improved since Quarter 1 as a contribution of £500,000 has been agreed by the S151 Officer from the MTFs Budget Reduction Contingency Reserve as outlined in paragraph 4.2.4.

#### Highways Services

- There is a projected under spend of £200,000 within Highways Services (DSO). This is primarily due to members of staff working on, and hence charging their time to, the ongoing SALIX capital scheme to enable the replacement of street lighting with new energy efficient LED units.

#### Policy and Development

- There is a projected over spend of £168,000 within the Policy and Development Section. This is due to a projected shortfall in income linked directly to the amount of Section 38 fees received – these fees are charged to developers and relate to assessments and inspection of new street works. Due to the nature of Section 38 fees, income can be subject to considerable fluctuations between years depending on number and type of applications.

#### Fleet Services

- Fleet is showing a projected over spend of £145,000. The service has undergone a review and the factors contributing to the over spend have been identified, including the charge out rate being too low to cover costs incurred. In line with a Corporate Management Board (CMB) recommendation, the service area has engaged in a review of productivity in advance of calculating the new rates. As a result of this review, at the start of 2019, technicians moved onto a differing working pattern to improve productivity. This was alongside a management restructure remodel which has seen a refocusing on workshop management and scheduling to address the over spend. Further costs saving measures have been undertaken such as improved procurement (e.g. reduced spend on tyres) and the fitting of speed limiters to vehicles to reduce fuel costs.

#### Parking Services

- Parking Services is showing a projected under spend of £200,000. This is primarily due to a better than forecast receipt in car parks. This under spend is contributing to pressures within the overall transport budget.

#### Corporate Director - Communities

- There is a projected under spend of £97,000 mainly as a result of the promotion of the former Director to the post of Chief Executive, and whilst the new senior management structure is being populated.

#### 4.3.4 Chief Executive's

The net budget for the Directorate for 2019-20 is £18.573 million. The Directorate budget contains savings targets of £1.464 million for 2019-20. Current projections anticipate an under spend against this budget of £885,000. The main variances are:

<b>CHIEF EXECUTIVE'S</b>	<b>Net Budget</b>	<b>Projected Outturn</b>	<b>Projected Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Housing Benefits – Admin	829	646	(183)	-22.1%
HR and Organisational Development	1,622	1,470	(152)	-9.4%
Communication & Engagement	1,598	1,334	(264)	-16.5%
Legal, Democratic & Regulatory	5,103	4,914	(189)	-3.7%
Supporting People	95	0	(95)	-100.0%
Housing Options & Homelessness	721	643	(78)	-10.8%

##### Housing Benefits - Admin

- There is an under spend of £183,000 in respect of the administration of housing benefit arising mainly from staffing vacancies, but also changes in staffing hours and additional annual leave purchases. Vacancies will be closely managed through the year.

##### HR & Organisational Development

- The under spend of £152,000 mainly relates to staffing vacancies and changes in staffing hours. Vacancies will be managed throughout the year and could be subject to MTFS savings in 2020-21.

##### Communication & Engagement

- The under spend of £264,000 mainly relates to staffing vacancies, but also changes in staffing hours and additional annual leave purchases. Vacancies will be closely managed throughout the year and a recruitment exercise is due to take place shortly to fill vacant posts.

##### Legal, Democratic & Regulatory

- The under spend of £189,000 has mainly arisen from staffing vacancies. Vacancies will be managed throughout the year and could be subject to MTFS savings in 2020-21.

##### Supporting People

- The under spend of £95,000 on Supporting People has mainly arisen from staffing vacancies. Housing is currently undergoing restructures which could result in this forecast changing through the year.

##### Housing Options & Homelessness

- The under spend of £78,000 is mainly due to staffing vacancies and additional annual leave purchases. Housing is currently undergoing restructures which could result in this forecast changing through the year.

#### 4.3.5 Council Wide budgets

This section includes budgets, provisions and services which are council wide, and not managed by an individual directorate. The budget for 2019-20 is £41.554 million. The Directorate budget contains savings targets of £2.388 million for 2019-20. The projected outturn is £36.746 million, resulting in a projected under spend of £4.808 million. Without the additional grants of £2,622,202 as referenced in paragraph 4.1.3, the under spend would have been £2.186 million. The main variances are detailed below:

<b>COUNCIL WIDE BUDGETS</b>	<b>Net Budget</b>	<b>Projected Outturn</b>	<b>Projected Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Capital Financing	7,329	6,759	(570)	-7.8%
Apprenticeship Levy	700	623	(77)	-11.0%
Council Tax Reduction Scheme	14,854	14,751	(103)	-0.7%
Insurance Premiums	1,588	1,330	(258)	-16.2%
Other Corporate Budgets	8,649	4,849	(3,800)	-43.9%

##### Capital Financing Costs

- There is a projected under spend of £570,000 on interest paid/received due to a combination of lower borrowing than anticipated as the Council uses its own internal resources to finance schemes, and additional interest from current investments.

##### Apprenticeship Levy

- The projected under spend of £77,000 is based on monthly charges to date and historic outturns.

##### Council Tax Reduction Scheme

- There is a projected under spend of £103,000 on the Council Tax Reduction Scheme based on spend to date. This is a demand led budget and take-up is difficult to predict. The Welsh Government is working with local authorities and third sector organisations to make people more aware of the range of support available to help people pay their council tax bills, and this could impact on take-up in 2019-20. This budget will therefore require close monitoring during 2019-20.

##### Insurance Premiums

- The projected under spend of £258,000 is mainly as a result of the reduction in the premium for property insurance in 2019-20 following a retendering exercise. This budget heading will be considered as part of future years' MTFS savings.

#### Other Corporate Budgets

- Other corporate budgets includes funding for pay, price and pensions increases, along with funding to deal with unexpected costs unforeseen when the budget was set. As reported to Cabinet in the Quarter 1 Budget Monitoring report in July 2019 since the Medium Term Financial Strategy (MTFS) was approved in February, Welsh Government advised Local Authorities that additional grant funding was being made available during 2019-20 to meet the increased cost of teachers' pensions and fire service pensions, both of which had been funded in full through the MTFS, along with additional grant funding of £343,701 towards teachers' pay increases. In respect of the South Wales Fire and Rescue Authority, this meant that the levy was reduced by £272,405, compared to the original budgeted provision.
- The total funding released from these allocations of £2.622 million is included in the overall pay and price budget. Council has agreed that the majority of this funding can be used to undertake capital works as part of an 'Investing in Communities Fund' and an earmarked reserve of £2 million has been created out of this reported under spend – see section 4.4.4. The balance of funding is being held for unknown pay awards later in the year, including teachers' pay from September 2019. However, at this point in the year, there is a further projected under spend on the pay and price budget, primarily due to maximising grant funding to support pay and price pressures – e.g. National Living Wage.

#### **4.4 Review of Earmarked Reserves**

- 4.4.1 The Council is required to maintain adequate financial reserves to meet the needs of the organisation. The MTFS includes the Council's Reserves and Balances Protocol which sets out how the Council will determine and review the level of its Council Fund balance and earmarked reserves. At Quarter 2 a review of the particular pressures that were to be covered by earmarked reserves was undertaken and Directorates have drawn down funding.

4.4.2 There have been net additions of £4.182 million, the cumulative draw down by directorates is £2.355 million and £608,000 has been unwound, as shown in Table 4 below.

**Table 4 – Earmarked Reserves – Quarter 2**

Opening Balance 01-Apr-19 £'000	Reserve	Net Additions/ Reclassify £'000	Draw-down £'000	Unwound £'000	Closing Balance 30-Sep-19 £'000
	<b>Corporate Reserves:</b>				
(9,243)	Education & Family Support	-	41	-	(9,202)
(841)	Social Services & Wellbeing	-	15	-	(826)
(7,397)	Communities	(2,297)	476	313	(8,905)
(5,415)	Chief Executives	770	223	47	(4,375)
(13,833)	Non-Directorate	(2,530)	770	248	(15,345)
<b>(36,729)</b>	<b>Total Corporate Reserves</b>	<b>(4,057)</b>	<b>1,525</b>	<b>608</b>	<b>(38,653)</b>
	<b>Directorate Earmarked Reserves:</b>				
(634)	Education & Family Support		-		(634)
(1,854)	Social Services & Wellbeing		152		(1,702)
(2,539)	Communities		115		(2,424)
(2,770)	Chief Executives	(125)	111		(2,784)
<b>(7,797)</b>	<b>Total Directorate Reserves</b>	<b>(125)</b>	<b>378</b>	<b>-</b>	<b>(7,544)</b>
	<b>Equalisation &amp; Grant Earmarked Reserves:</b>				
(850)	Education & Family Support	(7)	452		(405)
(1,634)	Communities				(1,634)
(483)	Chief Executives	7			(476)
<b>(2,967)</b>	<b>Total Equalisation Reserves</b>	<b>-</b>	<b>452</b>	<b>-</b>	<b>(2,515)</b>
<b>(614)</b>	<b>School Balances</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(614)</b>
<b>(48,107)</b>	<b>Total Usable Reserves</b>	<b>(4,182)</b>	<b>2,355</b>	<b>608</b>	<b>(49,326)</b>

4.4.3 The net appropriation to earmarked reserves during Quarter 2 is £3.574 million (£4.182 million additions offset by £608,000 that have been unwound). This net addition has been funded from the projected under spend on non-Directorate budgets at the end of Quarter 2 as shown in Table 1.

4.4.4 The main additions are the creation of a £2 million 'Investing in Communities' fund as referred to in section 4.3.5, a £2 million addition to the unallocated capital reserve to be utilised against projected capital pressures and £125,000 for the appointment of apprentices within the Chief Executive's Directorate. The main reserves that have been unwound are in relation to the Extra Care capital scheme (£308,000) and Major Claims Reserve (£248,000) following a review of likely spend in these areas.

4.4.5 A more thorough review will be undertaken at Quarter 3 when there is a clearer picture on pressures and projected year end balances.

## **5.0 Effect upon Policy Framework & Procedure 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 Equalities Impact Assessment**

6.1 There are no implications in this report.

## **7.0 Well-being of Future Generations (Wales) Act 2015 Implications**

7.1 The well-being goals identified in the Act were considered in the preparation of this report. As the report is for information it is considered that there will be no significant or unacceptable impacts upon the achievement of wellbeing goals/objectives as a result of this report.

## **8.0 Financial implications**

8.1 These are reflected in the body of the report.

## **9.0 Recommendations**

9.1 That the Corporate Overview and Scrutiny Committee is requested to:

- note the projected revenue position for 2019-20

**Gill Lewis**  
**Interim Head of Finance and Section 151 Officer**  
**October 2019**

**Contact Officer:** Joanne Norman  
Interim Group Manager – Financial Planning and Budget Management

**Telephone:** 01656 643303

**Email:** [joanne.norman@bridgend.gov.uk](mailto:joanne.norman@bridgend.gov.uk)

**Postal Address :** Raven's Court  
Brewery Lane  
Bridgend  
CF31 4AP

**Background documents:** Individual Directorate Monitoring Reports  
MTFS Report to Council – 20 February 2019

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## PRIOR YEAR BUDGET REDUCTIONS CARRIED FORWARD INTO 2019-20

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Ref.	Budget Reduction Proposal		Original Reduction and RAG £000	Revised RAG £000	Total amount of saving likely to be achieved by 19-20 £000	Reason why not achievable	Proposed Action in 2019-20 to achieve
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## RAG STATUS KEY

<b>RED</b>	Not likely to be achieved <b>at all</b> in this financial year or less than 25%.
<b>AMBER</b>	Reduction not likely to be achieved in full in financial year but greater than 25%
<b>GREEN</b>	Reduction likely to be achieved in full

**EDUCATION & FAMILY SUPPORT**

EFS1 (2017-18)	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.		20		0	Delays to the assessments of safe routes have meant the policy can not be implemented. It will be implemented incrementally as routes are assessed. Red RAG status given overspend on HTST in 2018-19 and continuing overspend in 2019-20 projections.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings.
EFS2 (2017-18)	School transport route efficiencies.		40		0	Delays to the assessments of safe routes have meant the policy can not be implemented. It will be implemented incrementally as routes are assessed. Red RAG status given overspend on HTST in 2018-19 and continuing overspend in 2019-20 projections.	An external review of BCBC's transport arrangements has been commissioned. This will report in Autumn term 2019-2020. It is hoped this review will support changes to the current transport arrangements with a view to making the identified efficiency savings.
EFS1 (2018-19)	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.		67		0	Delays to the assessments of safe routes have meant the policy can not be implemented. It will be implemented incrementally as routes are assessed. Red RAG status given overspend on HTST in 2018-19 and continuing overspend in 2019-20 projections.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings.
EFS14	Traded Services Schools brochure		20		20	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2019-20
EFS27	Review arrangements for Special Schools Home to School Transport with a view to achieving efficiency savings		75		0	Retendering special school transport is unlikely to make the full saving due to additional in-year pressures on the Special School HTST budget.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings.

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Ref.	Budget Reduction Proposal		Original Reduction and RAG £000	Revised RAG £000	Total amount of saving likely to be achieved by 19-20 £000	Reason why not achievable	Proposed Action in 2019-20 to achieve
<b>Total Education &amp; Family Support Directorate</b>			<b>222</b>		<b>20</b>		
<b><u>SOCIAL SERVICES &amp; WELLBEING</u></b>							
SSW001	Management and admin review		203		203	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2019-20
SSW004	Review of LD supported living accommodation		78		78	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2019-20
SSW009	Remodel children's residential services		245		155	The savings proposal has been profiled over three years.	Remodelling will continue into 2019-20. £155k savings has been forecast for 2019-20
SSW010	Increase in-house fostering provision		392		237	The savings proposal has been profiled over two years.	The fostering project will continue into 2019-20 with savings of £237k forecast
<b>Total Social Services &amp; Wellbeing Directorate</b>			<b>918</b>		<b>673</b>		
<b><u>COMMUNITIES</u></b>							
COM1	Public conveniences - Reductions to the budget for Public Toilet provision		100		100	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2019-20
COM18 2017-18	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 Crumlyn Burrows.		200		200	Savings have been made in 2019-20 - they are at the level to achieve the prior year MTFs savings but not the 2019-20 savings target.	No action required. Full saving should be achieved in 2019-20
COM19 2017-18	Permitting Scheme road works net of existing income of £95,000		100		0	Timeline not in the direct control of BCBC officers as the business case is going through multiple steps in an approval process with WG. However ultimately a positive response is expected, and this is being lead by the group manager to ensure it is followed through.	Ongoing communication with WG to progress the business case. However, the responsible highways network budget area is committed to stay within budget irrespective of the delivery of the scheme.
COM27	Review of Subsidised Bus Services		188		188	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2020-21

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Ref.	Budget Reduction Proposal		Original Reduction and RAG £000	Revised RAG £000	Total amount of saving likely to be achieved by 19-20 £000	Reason why not achievable	Proposed Action in 2019-20 to achieve
COM31	To rationalise the core office estate - Secure tenant for Raven's Court and move staff into the Civic Offices, in order to generate a rental income and save on running costs		114		114	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2019-20
COM40	Implementation of Corporate Landlord		500		500	No reason why this saving should not be achieved in full in 2019-20.	No action required. Full saving should be achieved in 2019-20
	<b>Total Communities Directorate</b>		<b>1,202</b>		<b>1,102</b>		
<b>GRAND TOTAL OUTSTANDING REDUCTIONS</b>							
			<b>2,342</b>		<b>1,795</b>		
<b>REDUCTIONS SHORTFALL</b>					<b>547</b>		

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**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
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**EDUCATION & FAMILY SUPPORT**  
**CENTRAL EDUCATION & FAMILY SUPPORT**

EFS1	Phased implementation of Learner Transport Policy regarding statutory distances for free travel	<ul style="list-style-type: none"> <li>Savings should occur naturally as a result of the policy application year on year, however dispersed learners and contractual pressure from operators as routes become more untenable may mean it becomes increasingly difficult to find the identified savings.</li> <li>Risk of price increases from Contractors.</li> </ul>	67	0	Delays to the assessments of safe routes have meant the policy can not be implemented. It will be implemented incrementally as routes are assessed.
EFS19	Restructure of YOS Service	The amalgamation of the three local authority Youth Offending teams of Neath Port Talbot, Swansea and Bridgend in 2014 has historically achieved savings for the Local Authorities whilst simultaneously managing reductions in grant funding. There may be further opportunities to make savings through the ongoing restructure of the organisation, however this needs to be seen in the light of Bridgend possibly leaving the WB collaboration and possible costs associated with this.	41	41	Full saving should be achieved in 2019-20
EFS35	Reduction to contribution to the Central South Consortium (CSC) of 5%	This would need to be agreed with other partners within the Consortium.	30	30	Full saving should be achieved in 2019-20
EFS36	Review of leadership within the Inclusion Service.	This will require a restructure of the Inclusion Service and a full consultation. Affords an opportunity for distributed leadership and succession planning. This will increase the direct reports for Group Manager Inclusion and School Improvement but will mitigate any effect on front line service delivery.	70	70	Full saving should be achieved in 2019-20
EFS37	Review of Cognition and Learning Team	This will require a restructure of the Inclusion Service and a full consultation. This is the service that provides outreach for literacy within Bridgend and the proposed new model will require some building of capacity in schools. There would be a risk with the current delivery method in that the building of capacity within schools could not be fully covered.	110	110	Full saving should be achieved in 2019-20
EFS38	Review of Autistic Spectrum Disorder (ASD) team.	Savings would occur naturally as there are posts which are currently vacant within the team. This area would be consulted upon as part of an Inclusion Service restructure. Consideration would need to be given with regards to how building capacity with schools could be achieved in conjunction with other teams who support in a similar way and potentially with the same children and young people.	77	77	Full saving should be achieved in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
EFS39	Review of Education Psychology Service	This would require a review of the Education Psychology team as part of the inclusion re-structure and will require the service to work differently to mitigate any shortfall in the service (e.g. undertake less training).	65	65	Full saving should be achieved in 2019-20
EFS40	Volunteer driver service	Service has not been operational since Jan 2017. Full budget is £116k. Therefore, £16k will be retained to support Looked After Children.	100	100	Full saving should be achieved in 2019-20
EFS45	Core funding for previous 'Uniform' Grant that has been replaced by PDG Access grant from Welsh Government	No impact - grant has replaced core funding.	36	36	Full saving should be achieved in 2019-20
<b>Total Education and Family Support</b>			<b>596</b>	<b>529</b>	

**SOCIAL SERVICES & WELLBEING**

SSW17/A SC18	Development of Extra Care Housing	Project is now in its final stages. All consultation has been completed. No adverse impact identified.	330	330	Full saving should be achieved in 2019-20
SSW19	Further review of HALO partnership contract.	Previous negotiations have proved successful. No adverse impact identified.	80	80	Full saving should be achieved in 2019-20
SSW21	As part of the contract with Awen, BCBC will be renegotiating its management fee for the period 2019-2022. This will mean reviewing accessibility of services and potential closure of AWEN facilities such as community centres or libraries.	Negotiation will be required with AWEN to identify efficiencies in areas with the least impact on services.	70	70	Full saving should be achieved in 2019-20
SSW22	Identify further savings from library and cultural facilities and related services including reviewing the numbers of facilities (libraries, community centres) and also reductions in services or opening hours.	Reduced availability of services and accessibility to the public. Negative impact on healthier wales wellbeing goals.	60	0	Unable to achieve savings in 2019/20 due to consultation timetable. Anticipated savings will be delivered in 2020/21.
SSW23	Review charging for telecare services	New charges will be introduced together with an increase in other current charges.	150	150	Full saving should be achieved in 2019-20
SSW24	Staffing reconfiguration across SSWB Directorate	Reconfiguration of staff will require staff consultation.	345	277	Restructures were not completed by April 2019, therefore only part year savings achievable. Full savings will be achieved by April 2020.
SSW25	Review of complex care accommodation across learning disabilities services	Review of in-house and external provision to be undertaken identify efficiencies in areas with the least impact on service users.	150	150	Full saving should be achieved in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
SSW26	Remodelling day service provision for older people and learning disability services	Full review of services which could mean alternative service provision required to meet assessed need.	50	50	Full saving should be achieved in 2019-20
<b>Total Social Services &amp; Wellbeing Directorate</b>			<b>1,235</b>	<b>1,107</b>	

**COMMUNITIES**

COM4	Review of School Crossing Patrol service in line with GB standards	This proposal builds on the 2015-16 budget reduction to cut the school crossing patrol budget and focus on those sites where there is greatest assessed risk based on the GB standard. This may impact on high risk routes to achieve the full saving, and could conflict with learner travel savings.	10	4	The level of service need is currently in excess of the available budget, hence saving will not be fully achieved in 2019-20
COM20	Highways Dept Management Structural Savings Target	Loss of experienced, competent and qualified managers to deliver statutory functions. Reduced resilience for response to highway issues.	100	55	Restructures were not completed by April 2019, therefore only part year savings achievable. Full savings will be achieved by April 2020.
COM26	Investigate the introduction of charging to users of the Shopmobility facility in Bridgend Town Centre to reduce/remove the current level of subsidy	A full Equality Impact Assessment and Future Generations assessment will need to be carried out. The implications to some current users of the facility are that some members of the community with mobility issues may struggle to pay the necessary charges to hire a mobility scooter and therefore maybe unable to gain access to the town centre. However, this must be balanced against the declining popularity of the service with significantly reduced numbers of users. The changes in technology have meant that lightweight affordable scooters now have greatly increased in private ownership, compared to when the facility was introduced. The provision is not a statutory duty and one not provided in other town centres of the borough or in many of the town centres of neighbouring authorities. On this basis it would seem reasonable to investigate whether introducing charging for use is a viable way of reducing the overall cost of the service. If however this does not prove feasible, in order to make the full saving required over the next two financial years closure of the facility would be necessary.	5	5	Full saving should be achieved in 2019-20
COM42	Review of parks and playing fields service split over two financial years:- 15% reduction to seasonal operatives budget (£75K). Corresponding reduction to large and small plant (£29k). Removal of bowls club grant (£34K).	The cut identified for 2019-20 will require the removal of approximately 6 seasonal operatives along with respective cuts to plant, equipment and materials. This will have a noticeable reduction in levels of service.	69	35	Will not be achieved in full due to timing of consultation on Parks & Playing Fields (finished 10th July 2019)

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
COM43	End of management of Kenfig National Nature Reserve	The agreement between BCBC and Kenfig Corporation Trust (KCT) ends in December 2019. It is currently proposed that BCBC does not enter into any new agreement. KCT are underway with a process, supported by their agent HRT, to identify a new tenant. This process is being conducted in partnership with NRW. There is a risk that the level of management may be affected, however there is also the opportunity that the new tenant may be able to draw on resources that BCBC cannot.	10	10	Full saving should be achieved in 2019-20
COM44	Bridgend Bus Station - alternative measures to explore full cost recovery and external support will be pursued but, failing this, the likely required step to deliver this saving is closure.	Impact on city region, connectivity hub, and potential impact on air quality due to relocation of buses. May have a detrimental impact on regional transport with no main bus station and impact on reputation of the Council.	45	15	Due to resources in delivering other transport projects this saving proposal has been delayed. A range of measures to meet the proposed saving are currently being considered, however the current assessment of the options identifies a high risk that they may not meet the level of saving required.
COM46	Removal of budget for Subsidised Bus Routes	Letter received from Welsh Government confirming that from April 2019, each local authority's allocation from Bus Services Support Grant (BSSG) will have to be at least match-funded by a commitment to expenditure from an authority's own budget in support of bus and community transport networks in its area. Therefore removal would have a larger impact than the £200K budget included. Also some areas may not have access to an alternative bus service or alternative form of transport. Consultation required.	148	86	Due to requirements for consultation, reporting and challenge, the 12 week notice period was not issued until the beginning of June which will mean a cessation of service at the end of August 19 (7 month saving)
COM47	Public Transport - efficiencies achieved under the Public Transportation budget	Reduced support available for wider Transportation budgets - e.g. works at Bridgend Bus Station.	24	24	Full saving should be achieved in 2019-20
COM49	Street Lighting - Reduction to energy costs budget which has been achieved due to historic replacement of LED lighting	Ability to deliver this level of saving is dependent on how successful the new SALEX replacement programme is compared with the original business case as funding will be required from this budget heading to repay the SALEX borrowing for a number of years.	30	30	Full saving should be achieved in 2019-20
COM50	Increase pre-application planning fees by 10%	This is the first increase since the introduction of the new service in 2016. Will introduce new categories of enquiry currently not covered by the scheme. Also aim to introduce a new pre-sale information pack for householders providing details of planning consents, constraints etc. There is a risk that the increase will put some potential users of the scheme off and the increase might have to be phased. Any change to the current system will also require DC Committee and Cabinet approval.	10	10	Full saving should be achieved in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
COM52	Reductions to the budget for the Materials Recovery and Energy Centre (MREC) to be achieved through the current procurement being undertaken with Neath Port Talbot CBC for the provision of new operator arrangements for the MREC facility at Crumlyn Burrows	Failure to secure a new operating contractor through a compliant tender and procurement exercise for the MREC facility would result in this saving being undeliverable. Failure to reach agreement with NPT on the Councils financial contribution to the costs of supporting the MREC. Intervention by the Welsh Government and or changes in legislation in the waste management sector.	1,300	650	There has been an ongoing procurement exercise with Neath Port Talbot County Borough Council (NPTCBC) to originally secure a new operator for the facility. Total MTFS Budget Reductions against the Waste budget of £200,000 in 2017-18 and £1,300,000 in 2019-20 were predicated on achieving a price in the region of £135 per tonne from this exercise. NPTCBC will now be running the MREC facility in-house, and whilst savings have been made in 2019-20 they are not at the level to achieve the MTFS savings and discussions are continuing with NPTCBC to continue to negotiate further improvements.
COM53	Communities Management Restructure	Loss of experienced, competent and qualified managers to deliver statutory functions.	135	135	Full saving should be achieved in 2019-20
COM55	Increase charge for Green Waste Service from £28.30 per household to £38.30	The new waste contract related items would require both Contract Variation negotiations with Kier to confirm the saving levels proposed and public consultation regarding the charge changes and reduced levels of service.	25	5	Most service users pay prior to the 1st April, hence full benefit of increase in charge will not be seen until 20-21
COM56	Increase charge for collection of 3 bulky waste items from £15.50 to £20.		10	10	Full saving should be achieved in 2019-20
COM59	Reduction to the opening hours of the Community Recycling Centres by 1 hour, per day.		17	10	Change to the opening hours commenced June 2019, hence full year saving not achievable.
<b>Total Communities Directorate</b>			<b>1,938</b>	<b>1,084</b>	

**CHIEF EXECUTIVE'S**

CEX1	Efficiencies from Shared Regulatory Service	May require restructuring within service and impact on response times, but will be managed across the 3 participating Councils and will aim to minimise impact.	111	111	Full saving should be achieved in 2019-20
CEX2	Remove members' Community Action Fund	This will require approval from members following review of current scheme.	285	285	Full saving should be achieved in 2019-20
CEX3	Review of Business Support functions across the directorate	Reconfiguration of the service required, may result in slower response times and restructure.	250	200	Restructures were not completed by April 2019, therefore only part year savings achievable. Full savings will be achieved by April 2020.

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
CEX4	Review of homelessness prevention budgets and allocation of related grants	There will be a reliance on grant funding and limited core funding available	235	235	Full saving should be achieved in 2019-20
CEX5	Review of homelessness prevention service provision and the possibility of partnership working with an external organisation.	Full evaluation and reconfiguration of the service provision will be required	100	100	Full saving should be achieved in 2019-20
CEX6	Review of ICT capital related revenue budgets. This will require council to agree all ICT capital spend to be met from the capital programme allocation	Limits the potential for ICT to fund capital related expenditure on a ad hoc basis	200	200	Full saving should be achieved in 2019-20
CEX7	Review of non staff related ICT budgets including software	Minimal impact anticipated.	80	80	Full saving should be achieved in 2019-20
CEX8	Directorate leadership restructuring	Will reduce senior management capacity, and require some backfilling and review of functions.	100	100	Full saving should be achieved in 2019-20
CEX9	Review structures across customer contact, communications & marketing, housing and performance	Vacant posts would be frozen / deleted.	73	73	Full saving should be achieved in 2019-20
CEX10	Review CCTV function with aim to create efficiencies	Potentially could impact on community safety	30	0	The specific proposal is unlikely to be achieved in 2019-20. However, alternative savings should be possible within the service with minimal impact.
	<b>Total Chief Executive's Directorate</b>		<b>1,464</b>	<b>1,384</b>	

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Proposed 2019-20 £'000	Value Likely to be Achieved 2019-20 £'000	Reason why not likely to be achievable
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**CORPORATE / COUNCIL WIDE**

CWD6	Reduction in funding available for meeting the costs of Capital Financing	Repayments are still considered to be prudent, but will result in longer payback periods in line with asset lives.	1,975	1,975	Full saving should be achieved in 2019-20
CWD7	Removal of Invest to Save funding agreed as part of MTFS for 2018-22	Limited impact as not committed to specific schemes or services	200	200	Full saving should be achieved in 2019-20
CWD8	Removal of budget created from raising council tax from original 4.2% to 4.5% in 2018-19 budget.	Part of funding used on one-off basis in 2018-19 but rest uncommitted. Previous year's council tax increase is built into base rate.	213	213	Full saving should be achieved in 2019-20
<b>Total Corporate / Council Wide</b>			<b>2,388</b>	<b>2,388</b>	

<b>GRAND TOTAL REDUCTIONS</b>	<b>7,621</b>	<b>6,492</b>
<b>TOTAL BUDGET REDUCTION REQUIREMENT</b>	<b>7,621</b>	<b>7,621</b>
<b>REDUCTION SHORTFALL</b>	<b>0</b>	<b>1,129</b>

<b>3,024</b>	<b>5,155</b>
<b>2,703</b>	<b>1,009</b>
<b>1,894</b>	<b>1,457</b>
<b>7,621</b>	<b>7,621</b>

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BRIDGEND COUNTY BOROUGH COUNCIL	Budget 2019-20					
	Expenditure Budget	Income Budget	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£000	£000	£000	£000	£000	
<b>EDUCATION AND FAMILY SUPPORT</b>						
School Delegated Budgets	114,006	(21,302)	92,704	92,704	(0)	0.0%
Learning	10,843	(4,005)	6,838	7,099	261	3.8%
Strategic Partnerships & Comm	24,844	(10,922)	13,922	14,393	471	3.4%
Health and Safety	386	(2)	384	246	(138)	-35.9%
<b>TOTAL EDUCATION AND FAMILY SUPPORT</b>	<b>150,079</b>	<b>(36,231)</b>	<b>113,848</b>	<b>114,442</b>	<b>594</b>	<b>0.5%</b>
<b>SOCIAL SERVICES AND WELLBEING DIRECTORATE</b>						
Adult Social Care	63,532	(16,592)	46,940	47,313	373	0.8%
Sport, Play and Active Wellbeing	5,926	(793)	5,133	5,153	20	0.4%
Safeguarding & Family Support	19,789	(914)	18,875	19,400	525	2.8%
<b>TOTAL SOCIAL SERVICES AND WELLBEING</b>	<b>89,247</b>	<b>(18,299)</b>	<b>70,948</b>	<b>71,866</b>	<b>918</b>	<b>1.3%</b>
<b>COMMUNITIES DIRECTORATE</b>						
Regeneration & Development	5,171	(2,113)	3,058	3,011	(47)	-1.5%
Street Scene	32,909	(13,301)	19,608	19,710	102	0.5%
Director - Communities	146	-	146	49	(97)	-66.4%
Corporate Landlord	23,586	(20,512)	3,074	3,148	74	2.4%
<b>TOTAL COMMUNITIES</b>	<b>61,812</b>	<b>(35,926)</b>	<b>25,886</b>	<b>25,918</b>	<b>32</b>	<b>0.1%</b>
<b>CHIEF EXECUTIVE'S</b>						
Chief Executive	511	-	511	526	15	2.9%
Finance	54,414	(50,716)	3,698	3,570	(128)	-3.5%
HR/OD	1,928	(306)	1,622	1,470	(152)	-9.4%
Partnerships	2,646	(622)	2,024	1,672	(352)	-17.4%
Legal, Democratic & Regulatory	6,363	(1,260)	5,103	4,914	(189)	-3.7%
Elections	150	(11)	139	113	(26)	-18.7%
ICT	4,717	(1,219)	3,498	3,451	(47)	-1.3%
Housing & Homelessness	6,825	(5,668)	1,157	1,077	(80)	-6.9%
Business Support	933	(112)	821	895	74	9.0%
<b>TOTAL CHIEF EXECUTIVE'S</b>	<b>78,487</b>	<b>(59,914)</b>	<b>18,573</b>	<b>17,688</b>	<b>(885)</b>	<b>-4.8%</b>
<b>TOTAL DIRECTORATE BUDGETS</b>						
	<b>379,625</b>	<b>(150,370)</b>	<b>229,255</b>	<b>229,914</b>	<b>659</b>	<b>0.3%</b>
Council Wide Budgets	42,501	(947)	41,554	36,746	(4,808)	-11.6%
Appropriations to Earmarked Reserves				3,574	3,574	0.0%
<b>NET BRIDGEND CBC</b>	<b>422,126</b>	<b>(151,317)</b>	<b>270,809</b>	<b>270,234</b>	<b>(575)</b>	<b>-0.2%</b>

NB: Differences due to rounding of £000's

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

7 NOVEMBER 2019

#### REPORT OF THE HEAD OF LEGAL AND REGULATORY SERVICES

#### OVERVIEW AND SCRUTINY – FEEDBACK FROM MEETINGS

##### 1. Purpose of report

- 1.1 The purpose of this report is to present the feedback from the previous meeting of the Corporate Overview and Scrutiny Committee for discussion, approval and actioning.

##### 2. Connection to corporate improvement objectives/other corporate priorities

- 2.1. This report assists in the achievement of the following corporate priority/priorities:

- **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
- **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
- **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

##### 3. Background

- 3.1. All conclusions, recommendations and requests for additional information made at Overview and Scrutiny Committee meetings are sent to Officers for a response to ensure that there are clear outcomes from each topic investigated.
- 3.2. These are then presented to the relevant Scrutiny Committee at their next meeting to ensure that they have received a response.
- 3.3. 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 Forward Work Programme (FWP) or to agree it remains an item for future consideration and prioritisation.

##### 4. Current situation/proposal

- 4.1. Members will recognise that capturing and assessing the impact of Scrutiny is not

an easy task as the outcomes of Scrutiny activity are not always tangible and able to be measured in a systematic way.

- 4.2. Whilst 'outputs' like the number of recommendations approved by Cabinet or accepted by Officers may shed light, this does not reveal the extent to which the substance of the recommendations were actually implemented and whether or not intended outcomes were achieved.
- 4.3. Sometimes there are no measureable outputs from Committee discussion yet the opportunity for Cabinet Members and Officers to reflect on proposed courses of action has influenced the way in which the proposal was implemented. It is important to reflect some of the intangible effects of Scrutiny and its ability to influence decision makers through discussion and debate.
- 4.4. With this in mind, during the Overview and Scrutiny Workshops held in May 2019, Members discussed the regular feedback received from Officers in relation to Scrutiny Committee recommendations and comments. Evidence presented at the workshops indicated that there was a gap in the Scrutiny process for the follow up and actioning of recommendations to Officers which made it difficult to evidence what impact each Committee had achieved.
- 4.5. As a result Members agreed that a more effective process for considering and following up on feedback was required and recommended that the FWP and the feedback from meetings be presented to Scrutiny Committees as two separate items. This would firstly give the feedback more importance on the agenda and also an opportunity for the Committee to consider it in more detail.
- 4.6. This process will also take into account a previous recommendation made by Wales Audit Office whilst undertaking a review of Scrutiny - 'for the Council to ensure that the impact of scrutiny is properly evaluated and acted upon to improve the function's effectiveness; including following up on proposed actions and examining outcomes'.
- 4.7. It is recommended that the Committee approve the feedback and responses to the comments and recommendations prepared by Members at the previous meeting (Attached as **Appendix A**), allocate Red, Amber and Green (RAG) statuses to each recommendation where appropriate and action the feedback as needed.
- 4.8. The RAG status would consist of the following:  
  
Red – where there has been no response;  
Amber – where Members consider the recommendation/comment requires follow up action, for example where a recommendation has been accepted but there would be a need for follow up to see if it has been implemented;  
Green – where Members consider a suitable response has been provided and no follow up action is required.
- 4.9. The Committee would then monitor these RAG statuses on an ongoing basis and action as they see appropriate. For Amber statuses, it is proposed that updates be provided after six months to allow time for the recommendation to be implemented.

4.10. It is further recommended that this process be used to monitor any feedback from Cabinet in response to any pre-decision scrutiny items that are then presented to them and any further formal recommendations that are sent from Scrutiny to Cabinet.

## **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 wellbeing in the County Borough of Bridgend.

## **6. Equality Impact Assessment**

6.1. There are no equality implications arising directly from this report.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

7.1. The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

## **8. Financial implications**

9.1. There are no financial implications arising from this report.

## **9. Recommendation**

9.1. The Committee is recommended to consider the attached feedback and Officer's responses (**Appendix A**) and:

- a) Allocate RAG statuses where appropriate;
- b) Make any further comments in relation to Officer's responses.

**Kelly Watson**  
**Head of Legal and Regulatory Services**

**Contact Officer:** Sarah Daniels / Tracy Watson

**Telephone:** (01656) 643387

**E-mail:** [scrutiny@bridgend.gov.uk](mailto:scrutiny@bridgend.gov.uk)

**Postal Address** Bridgend County Borough Council,  
Civic Offices,  
Angel Street,  
Bridgend,  
CF31 4WB

**Background Documents:** None

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Date	Item	Members wished to make the following comments and conclusions:	Response/Comments	RAG Status
25 09 2019	Budget Monitoring 2019/20 - Q1 Revenue Forecast	The committee noted the project revenue budget for 2019-20 and noted the ongoing areas of concern.	N/A	
	Digital Transformation	The Committee thanked the Head of Performance and Partnership Services on his report and noted the positives advances made in the last 12 months.	Noted	
		Members acknowledged the positive contribution digital transformation had on the authority but were concerned about impact on jobs, particularly those in front-facing roles.	Digital transformation provides a new way of looking at operational business models. The initial focus of digital transformation is about digitised business processes and the integration of information technology into every aspect of the business as the first step on this journey. This will likely directly impact jobs as directorates and services link their MTFS rationalisation programmes to digitised efficiencies. However digital transformation is not about doing the same work faster; it's about doing it differently. The future will potentially see every aspect of jobs changing, with new jobs requiring new skills emerging. As an organisation the Council must be ready to adapt and develop the workforce through continuous learning and organisational development.	
		Members noted the increase in school admissions completed online during the last academic year and asked what changes are going to be made to resolve any IT issues going forward?	A lessons learnt meeting has been held to discuss issues that arose when the online forms went live last year. ICT are in the process of resolving these and updating the forms to negate the issues arising when the next admission round opens in October 2019	
		Members noted the financial overview in terms of the cost of digital transformation and noted that it would be useful to receive how much had been saved in future reports.	Noted	
		Members suggested refinement of an analytical tool to identify contacts ringing the council and the purpose of their call.	Discussions are being had to refine the telephone system within customer services to tag calls to improve analysis. It must be noted however that as there are multiple entry points into the council, customer services only takes approximately 65% of all BCBC incoming calls (excluding schools)	

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Date	Item	Specific Information to request	Invitees
10-Jan-20	Budget Consultation	Joint Overview and Scrutiny Committee to consider the all directorate MTFS Proposals 2020-21 to 2023-24	All Cabinet All CMB
13-Jan-20	Q2 Performance 2019-20 Information Only	Quarter 2 performance report addressing how the Authority is meeting its corporate plan commitments, milestones and indicators - report for information along with written feedback from Scrutiny Chairs from CPA in order for the Committee to highlight any areas that need to be picked up on the FWP.	NA
	Medium Term Financial Strategy 2020-21 to 2023-24	To receive 2020-21 MTFS Proposals for Chief Executive Directorate.	Mark Shephard, Chief Executive; Deputy Leader; Cllr Dhanisha Patel, Cabinet Member Future Generations and Wellbeing; Gill Lewis, Interim Head of Finance and S151 officer.
	Capital Strategy 2019-20 Onwards	Scrutiny Chairs agreed to review this item annually prior to the report going to Cabinet 11 February 2020.	Leader/Deputy Leader; Gill Lewis, Interim Head of Finance and S151 officer; Debbie Exton
	Medium Term Financial Strategy 2020-21 to 2023-24 and Draft Budget Consultation Process	Collate all Subject Overview and Scrutiny Committee and BREP feedback and comments for approval.	NA
	Corporate Plan	To comment on the Council's draft Corporate Plan including its improvement priorities, revised actions and the associated commitments and indicators.	Cabinet and CMB; Gill Lewis, Interim Head of Finance;
13-Feb-20	Budget Monitoring 2019-20 – Q3 Forecast	To review and monitor financial performance for Q3	Cabinet and CMB; Gill Lewis, Interim Head of Finance;
23-Mar-20	Provisional LDP	Members asked to receive the Bridgend Replacement Local Development Plan at the next stage - following consultation in October. To possibly open invitation to all Members	

## Items for the future

	Collaboration - Internal and with Third Sector	Explore why the Authority has not progressed joint services for HR other than the current pension system, as well as Finance and Democratic Services. Internal collaboration – how are Corporate Directors learning from one another; what can be learnt, what positive aspects can be shared and how can this be transferred appropriately across other Directorates; Third Sector - eg. BAVO - how much do we provide to them and what do they do with it. How are the LA benefiting from collaborative work - value for money and contribution to budget savings	Representative from BAVO; Cross Council.
	Cardiff Capital Region City Deal	Members have asked to receive an annual report with a Bridgend County Borough focus. Suggested date March 2020	Mark Shephard
	Procurement and Contracts	Members have asked to receive information on homecare contracts and employment contracts with BCBC; How do we ensure ethical procurement is carried out? An update on the outcomes of the Procurement business review What monitoring process is in place with contractors to ensure compliance? Who is obligated to guarantee compliance? How can public accountability be assured if information within a contract is restricted to Members? Have any financial penalties been issued as a result of a breach of contract? End dates for all major contracts	

	Wellbeing and Future Generations Act - Self Evaluation	<p>To receive the Authority's Self Evaluation on the WFG Act to monitor progress on how the Authority is working towards meeting the requirements of the Act.</p> <p><i>Is proposed that this be followed up with a workshop for all Scrutiny Members as to how Scrutiny needs to take forward their own requirements under the Act. Response coming from Commissioner in June (ish) so best Scrutiny receive after this.</i></p>	<p>Mark Shephard, Chief Executive Gill Lewis, Interim Head of Finance; Wanda Kirby, Corporate Performance Manager</p>
	<p>Potential Item for Scrutiny Chairs Research Group/REP</p> <p>Collaboration Work with the Police</p>	<p>Feedback from BREP on subject of Collaboration with the Police - The Panel highlighted the need to work more closely with the Police and therefore proposed that an item be considered to look at Policing of the borough on a local level. Members proposed the following points and areas be considered:</p> <p>a) As the delegated powers to the Police and PCSO's varies between local authorities, the Panel recommend that clarification be provided on what powers have been assigned to the Police and what has been retained by the LA to inform all Members, members of the public, Inspectors and PCSOs;</p> <p>b) How often does the Chief Executive and Leader meet with key people in the Police to discuss and align priorities;</p> <p>c) How often do both the Corporate Director – Operational and Partnership Services and the Corporate Director - Communities meet with their counterparts in the Police to discuss community policing and safety within the County Borough and align priorities.</p> <p>d) The need for a joint plan between Police and the LA;</p> <p>Explore how the Authority is collaborating with the Police and to what extent they have been approached to share the monetary burden especially in enforcement; Update on valleys Task Force How are the LA benefiting from collaborative work - value for money and contribution to budget savings</p> <p>To gain input from SC - Social Services engagement with Police, with regard to Mental health, substance misuse, ACEs - Adverse Childhood Experiences. <i>Scrutiny to confirm what they are looking for in terms of communities input e.g. Fleet Depot.</i></p>	<p>Mark Shephard, Chief Executive (Lead) Corporate Director Communities; Chief Constable SWP Police and Crime Commissioner Cllr Richard Young, Cabinet Member - Communities; Susan Cooper, Corporate Director - Social Services and Wellbeing;</p>
	Partnerships and Joint Working	<p><i>Item proposed by SOS2.</i></p> <p>The Committee agreed that the subject of Partnerships and Joint Working in relation to Prevention and Wellbeing, such as in respect of the Police and Fire Service, be put forward for the CORP FWP.</p> <p><i>(Does this not fit with the above?)</i></p>	
	Supporting Communities in Bridgend to be Safe and Cohesive	<p>At its meeting in April 2019, the Committee noted the Head of Performance and Partnerships comments in relation to the early positive engagement with the Cwm Taf Health Board on the work of the Community Safety Partnership. The Committee requested that a future update be provided to ascertain whether this engagement was ongoing and successful.</p> <p>Also made recommendation: The Committee recommend that Cabinet write to Welsh Government to highlight to the Minister for Health and Social Services the issues that have previously been experienced by the Local Authority, the Police and other partner agencies in relation to engagement with the Health Authority and that going forward this needs to be a priority as meaningful, active engagement is vital in order to succeed in providing future services, particularly in relation to Mental Health.</p> <p>Has been informally agreed that the recommendation hold off being sent to Cabinet until the future update received to see if engagement with Cwm Taf continues to be positive. (Cabinet report drafted in folder)</p>	
	<p>Scrutiny Chairs Research Group</p> <p>Strategic Review of Health &amp; Safety Responsibilities</p>	<p>Practice , Policy and review of reported "near misses".</p> <ul style="list-style-type: none"> <li>- How many near misses have been reported?</li> <li>- How did we respond?</li> <li>- What lessons have been learnt?</li> </ul> <p>Scrutiny Chairs have agreed to carry out an 'Information Gathering' exercise, interviewing representatives from schools, governors from schools and parents to present alongside the Officer report. School H&amp;S Audits With reference to a recommendation made by BREP 2018 - The Panel request that an assessment of School Crossing Patrol and possible alternatives is included in this report</p>	<p>Lindsay Harvey, Interim Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Health and Safety rep</p>
	Incident and Near Misses Reporting Procedure	<p>To scrutinise new policy and how the Authority is taking it forward. How the Authority has implemented lessons learnt for comments and possible recommendations</p> <p><i>(Is a slight link to Strategic Review of Health and Safety Responsibilities but is wider than this so proposal to wait until after Research Project - if it is held in near future)</i></p>	

# BRIDGEND COUNTY BOROUGH COUNCIL

## REPORT TO THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

7 NOVEMBER 2019

### REPORT OF THE HEAD OF LEGAL AND REGULATORY SERVICES

#### FORWARD WORK PROGRAMME UPDATE

#### 1. Purpose of Report.

##### 1.1 To present:

- a) the items due to be considered at the Committee's meeting scheduled to be held on 13 January 2020 and seek confirmation of the information required for the subsequent meeting, scheduled to be held on 13 February 2020.
- b) 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 2018–2022 have been embodied in the Overview & Scrutiny Forward Work Programmes. The Corporate Improvement Objectives were adopted by Council on 22 February 2018 and formally set out the improvement objectives that the Council will seek to implement between 2018 and 2022. 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").

3.3 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 meeting which is set to

be held on the 13 January 2020. 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.

- 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 B** is the SOSCs FWP which includes the topics prioritised and agreed by the COSC for the next set of SOSCs in Table 1, as well as a list of proposed future topics at Table 2.
- 4.4 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.

### **Corporate Parenting**

- 4.5 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. <sup>1</sup>
- 4.6 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.
- 4.7 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

- 4.8 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

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<sup>1</sup> 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

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. Well-being of Future Generations (Wales) Act 2015 Assessment**

7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The approval of this report will assist in the Planning of Scrutiny business in both the short-term and in the long-term on its policies, budget and service delivery
- Prevention - The early preparation of the Forward Work Programme allows for the advance planning of Scrutiny business where Members are provided an opportunity to influence and improve decisions before they are made by Cabinet
- Integration - The report supports all the wellbeing objectives
- Collaboration - Consultation on the content of the Forward Work Programme has taken place with the Corporate Management Board, Heads of Service, Elected Members and members of the public
- Involvement - Advanced publication of the Forward Work Programme ensures that the public and stakeholders can view topics that will be discussed in Committee meetings and are provided with the opportunity to engage.

## **8. Financial Implications.**

8.1 The delivery of the Forward Work Programme will be met from within existing resources for Overview and Scrutiny support.

## **9. Recommendation.**

9.1 The Committee is recommended to:

- a) Identify any additional information the Committee wish to receive in relation to their items scheduled for 13 January 2020 and their subsequent meeting including invitees they wish to attend within **Appendix A**;
- b) Confirm the items prioritised and delegated to the Subject Overview and Scrutiny Committees for contained within **Appendix B**;
- c) Identify additional items using the criteria form for future consideration on the Scrutiny Forward Work Programme.

<b>DATE OF MEETING</b>	<b>COMMITTEE</b>	<b>SUBJECT</b>
14 November 2019	SOSC 3	Enforcement
7 January 2020	SOSC 1	Budget
8 January 2020	SOSC 2	Budget
9 January 2020	SOSC 3	Budget
27 January 2020	SOSC 3	TBC
3 February 2020	SOSC 1	Education Outcomes
5 February 2020	SOSC 2	Home to School Transport
5 March 2020	SOSC2	Transformation Grant
9 March 2020	SOSC1	Tynyrheol
18 March 2020	SOSC3	TBC
20 April 2020	SOSC2	Remodeling Children's Residential Services Project

**K Watson**  
**Head of Legal and Regulatory Services**

**Contact Officer:** Sarah Daniel / Tracy Watson

**Telephone:** (01656) 643387

**E-mail:** scrutiny@bridgend.gov.uk

**Postal Address** Bridgend County Borough Council,  
Civic Offices,  
Angel Street,  
Bridgend,  
CF31 4WB

## Scrutiny Forward Work Programme

The following items were previously prioritised by the Subject OVS Committees and considered by Corporate at its last meeting where the top three items were scheduled in for the next round of meetings:

Date	Subject Committee	Item	Specific Information to request	Rationale for prioritisation	Proposed date	Suggested Invitees	Prioritised by Committees
Page 53 14-Nov-19	SOSC 3	Enforcement	<p>Report on enforcement carried out by the Council including reasons for not enforcing fines.</p> <ul style="list-style-type: none"> <li>* Receive an update on the procurement of an external contractor to undertake enforcement action on littering in the Borough;</li> <li>* Statistics on number of tickets issues, broken down by time and by who</li> <li>* Clarify the role of PCSO's in respect of fixed penalties</li> <li>* Details on the process if fixed penalty isn't paid e.g. legal process</li> </ul> <p>Report to include an update on the enforcement vehicle to enable Members to monitor performance:</p> <ul style="list-style-type: none"> <li>* Detailed feedback on vehicles use;</li> <li>* How are the recordings viewed?</li> <li>* Statistics in relation to letters and details of enforcement.</li> </ul>	Prioritised by at FWP Workshop	Last received June 2018	<p>Mark Shephard, Chief Executive Cllr Richard Young, Cabinet Member – Communities; Zak Shell, Head of Operations - Community Services; Kevin Mulcahy, Group Manager - Highways &amp; Green Spaces; Sian Hooper, Cleaner Streets &amp; Waste Contract Manager; Rachel Jones, Corporate Procurement Manager; Representative from legal Representative from Enforcement Agency</p>	
07-Jan-20	SOSC 1	Budget Consultation	To receive 2020-21 MTFS Proposals for Education and Family Support Directorate			Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member - Education and Generation; Nicola Echanis, Head of Education and Family Support.	
08-Jan-20	SOSC 2	Budget Consultation	To receive 2020-21 MTFS Proposals for Social Services and Wellbeing Directorate			Sue Cooper, Corporate Director – Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help; Jackie Davies, Head of Adult Social Care; Laura Kinsey, Head of Children's Social Care.	
09-Jan-20	SOSC 3	Budget Consultation	To receive 2020-21 MTFS Proposals for Communities Directorate			Mark Shephard, Chief Executive Cllr Richard Young, Cabinet Member – Communities; Zak Shell, Head of Operations - Community Services;	
03-Feb-20	SOSC1	Education Outcomes	See Feedback from 30 January 2019		Corporate Director suggested February 2020	Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Andy Rothwell, CSC Senior Challenge Advisor; Managing Director CSC Representative from School Budget Forum Headteacher Representation	
05-Feb-20	SOSC2	Home to School Transport	<p>To provide assurances on rationalisation of Learner Transport as far as possible in order to make budget savings: Update on pilot that school transport team proposing to run in Spring and Summer terms 2017-2018 - to support the enforcement of bus passes on home to school transport contracts. As part of this pilot, the Authority is also investigating opportunities to track the use of our school bus services by individual pupils. Update on Recommendation from BREP: The Panel recommend the need for the Authority to adopt a Corporate approach in relation to Home to School Transport maximising the LA's minibuses such as those used for day centres. It is proposed that this be supported by slightly amending the opening and closing times of day centres so that the buses can be available for school transport. Other aspects that could be considered include the exploration of whether school staff could transport children and young people instead of hiring independent drivers. To test and scrutinise the current licensing and school transport regime to gain assurances that it provides adequate protection against the potential of putting children and vulnerable children at risk from those who are in a position of trust. Changes to the DBS status of their employees to be scrutinised to ensure that children are not being put at undue risk. To provide robust scrutiny and recommendations on how the current regime can be improved. To provide assurances to the public and maintain public confidence in the system of school transport Report to include Update on the current arrangements of how licensing and school transport operates within the County Borough since the change in 2015 to the Police National Policy for disclosing non-conviction information to the local authority. Information to include a report from South Wales Police on its approach to disclosing information it holds about licencees following arrests, charges and convictions. What is the current relationship between the local authority's licensing and school transport departments in relation to the disclosure of information from South Wales police? Is there sufficient oversight on behalf of the local authority and a risk of contractors withholding information which may prejudice the continuation of their contract? Further proposed that Communities be invited to add to report and attend meeting to update Committee on safe routes assessment to determine what work has been undertaken since funding was allocated to this over a year ago.</p>		SOSC 2 Prioritised January 2020. Corporate Director prioritised February 2020.	Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Smith, Cabinet Member for Education and Regeneration Nicola Echanis, Head of Education and Early Help. Mark Shephard, Chief Executive; Robin Davies, Group Manager Business Strategy and Performance; Tony Hart, Senior Transport Officer Registered Reps	
09-Mar-20	SOSC 1	Tynyrheol	MSEP Escalation to Committee			Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Andy Rothwell, CSC Senior Challenge Advisor; Simon Phillips, Challenge Adviser Head teacher Chair of Governors	

TABLE B

For prioritisation				
Item		Rationale for prioritisation	Proposed date	Suggested Invitees
Page 54 The Commissioning Plan for Social Care in Bridgend	To include information on what work has taken place following the Social Services and Wellbeing Act population assessment. To also cover the following:		Corporate Director proposing February 2020	Susan Cooper, Corporate Director, Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help;
	<ul style="list-style-type: none"> <li>Regional Annual Plan</li> <li>Bridgend Social Services Commissioning Strategy</li> </ul>			
Transformation Grant	To provide an update on progress made with working with 3rd Sector to enhance intergrated services.		Corporate Director proposed for March 2020	Susan Cooper, Corporate Director, Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help;
Remodelling Children's Residential Services Project	SOSC 1 requested that the item be followed up by Scrutiny in the future for monitoring purposes, incorporating evidence of outcomes. <i>A report is due to go to Corporate Parenting 6 March 2019. Do Members want to receive as information only or as a discussion item?</i>		Corporate Director proposed for later in the year, say Dec 2019. Discussed at OPM now April 2020	Susan Cooper, Corporate Director, Social Services and Wellbeing; Cllr Phil White, Cabinet Member – Social Services and Early Help;
Member and School Engagement Panel - Annual Report (For Information Only)	Annual Update to - SOSC 1 on the work of the Member and School Engagement Panel		Report after March 2020	Spring term 2019 - Plasnewydd Primary School; Summer term 2019 - Ogmores Vale Primary School; Autumn term 2019 - Tynyrheol Primary School.
Post 16 Education - Post Consultation	Back to Scrutiny - Post Consultation		Corporate Director suggested Summer Term	Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Andy Rothwell, CSC Senior Challenge Advisor; Andrew Williams, Acting Managing Director CSC Youth Mayor? Andrew Slade, Association of Secondary Heads
Plastic Free Bridgend	During a OPM it was suggested that this topic should be a research item. What items we procure that uses single use plastic; what choices does that Authority have along with financial implications. To receive an update on the previous recommendations made on 23 July 2018:	SOSC 1 Prioritised		Mark Shephard, Chief Executive Cllr Richard Young, Cabinet Member – Communities; Zak Shell, Head of Operations - Community Services;
Empty Properties	<ul style="list-style-type: none"> <li>To consider the impact of the removal of the 50% discount, after a suitable period of time to allow it to have an affect;</li> <li>To receive evidence that demonstrates the 'Activity' of work that has been undertaken across the Authority given the crossovers and links this subject has with other services;</li> <li>To consider the pilot project mentioned by Officers where the Authority was looking to engage and work with RSLs to support property owners from a management perspective with the overall aim being to return a property back to use;</li> <li>To monitor the performance and outcomes of the strategy including scrutiny of the national PIs for empty properties contained within the Authority's Corporate Plan as well as any further underlying targets and expected outcomes related to the strategy;</li> <li>To consider how the Authority deals with property owners who persistently refuse to engage with the Council.</li> <li>To consider any future alternative strategy that relates to Commercial properties.</li> </ul>			Martin Morgans, Head of Performance and Partnership Services Cllr Dhanisha Patel, Cabinet Member Future Generations and Wellbeing Cllr Hywel Williams, Deputy Leader Helen Rodgers - Revenues Manager Lynne Berry - Group Manager Housing & Community Jonathan Flower - Senior Strategic Officer
Emergency Accommodation	<ul style="list-style-type: none"> <li>To receive a more detailed option appraisal with reference to the replacement facility in Brynmenyn in the short, medium and long term including costings and timescales;</li> <li>To receive an update in relation to Members recommendation to explore the opportunity to utilise surplus Local Authority owned buildings;</li> <li>Members request a site visit to the Kerrigan Project direct access floor space facility that is managed by Gwalia.</li> </ul>		Corporate Director proposed that these items should be presented at the same time. Emergency Accommodation, Homelessness Strategy and Supporting People Grant.	Martin Morgans, Head of Performance and Partnership Services Cllr Dhanisha Patel, Cabinet Member Future Generations and Wellbeing Cllr Hywel Williams, Deputy Leader Helen Rodgers - Revenues Manager Lynne Berry - Group Manager Housing & Community Jonathan Flower - Senior Strategic Officer
Homelessness Strategy	Members requested that the report include: - Progress on implementation of the strategy; - Report to include information on vulnerable groups such as ex-offenders and care leavers.  Members raised questions in that Bridgend have 8 people sleeping rough but have 13 empty beds?			Mark Shephard, Chief Executive; Martin Morgans, Head of Performance and Partnership Services Cllr Dhanisha Patel, Cabinet Member Future Generations and Wellbeing Lynne Berry, Group Manager, Housing & Community Regeneration; Joanne Ginn, Housing Solutions Team Manager.

<b>Supporting People Grant</b> Page 55	Following the implementation of the Homelessness Strategy, Members have requested to receive a further report on the Supporting People Grant and provide an update in relation to what steps have been implemented as recommended by the Independent Review undertaken.			Mark Shephard, Chief Executive Sue Cooper, Corporate Director Social Services and Wellbeing Martin Morgans Lynne Berry Cllr Dhanisha Patel, Cabinet Member Future Generations and Wellbeing Ryan Jones, Supporting People Strategy Planning and Commissioning Officer	
<b>Secure Estate</b>	Possibly an information report to follow up on recommendations made on 31 May 2018. Are G4S a profit making organisation?			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; Laura Kinsey, Head of Children's Social Care;	
<b>Welsh Community Care Information Systems (Information Report)</b>	Corporate Director offered an to members on how WCCIS has developed over the last few years. Members agreed to receive this at a future meeting			NA	
<b>Early Help and Family Support/Looked After Children and Reducing Strategy</b>	Presentation provided to Corporate Parenting on the below issues. <ul style="list-style-type: none"> <li>• Detail of the process for a child coming into care - From a referral being received to a decision being made;</li> <li>• How is ongoing support established as well as any associated costs;</li> <li>• How is the step down or step up process monitored?</li> <li>• If individuals need support from more than one service (such as IFSS and Baby in Mind) how do services work together to monitor the individual?</li> <li>• Historical data to enable Members to determine if there has been any progress made;</li> <li>• Report to include clearer evidence of outcomes;</li> <li>• More examples of case studies outlining processes, challenges and outcomes achieved;</li> <li>• Members raised concerns regarding the freedom that schools have in the framework for teaching Personal and Social Education for preparing youngsters with Life Skills especially in Flying Start areas. Members therefore request details of what and how pupils are taught and how they monitor its effectiveness.</li> </ul> <i>A report to be provided detailing position statement one year on. (May 2020)</i>		Corporate Director suggested 01/06/2020	Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Mark Lewis, Group Manager Integrated Working and Family Support; Sue Cooper, Corporate Director Social Services and Wellbeing; Laura Kinsey, Head of Children's Social Care;	
<b>ALN Reform</b>	To receive an update on implementation on the act. <i>Bill delayed by 1 year - update report only</i>		September 2020 SOSC2 (Previously went to SOSC2 18/10/18)	Lindsay Harvey, 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 Elizabeth Jones, Additional Learning Needs Transformation, Central South; Denise Inger, Chief Executive Director SNAP Cymru; Caroline Rawson, Assistant Chief Executive Director SNAP Cymru Specialist Officer Post 16 Education & Training.	
<b>Empty Commercial Property</b>	Members requested that the report include: - Members understand that the Council are concentrating on domestic housing in the first instance when implementing the Empty Property Strategy, but have requested to receive a report on plans for empty commercial property when the timing is appropriate.			Mark Shephard, Chief Executive; Zak Shell, Head of Operations - Community Services	
<b>Mental Health Strategy</b>	Members requested that the report include: - Members acknowledged that the Council are compiling a Mental Health strategy and recommended that the Council take into account the statistic that 95% of emergency calls received by the police after 5.00pm are in relation to mental health. - Provide details on Section 136 <i>CAMHS to lead</i>			Cllr Phil White, Cabinet Member – Social Services and Early Help; Lindsay Harvey, Corporate Director - Education and Family Support; Susan Cooper, Corporate Director, Social Services and Wellbeing; Representatives from CSP?	
<b>Dementia Care</b>	Members requested that this remain on the FWP to see what progress has been made since this last camee to Committee in April 2019 <ul style="list-style-type: none"> <li>• An update on plans to enable alternative options for short break beds</li> <li>• Members have asked for an update in relation to carrying out dementia awareness training through Corporate Training;</li> <li>• Facts and figures on Dementia Care through Cwm Taf.</li> </ul>		Corporate Director suggested 01/04/2020	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;	

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 56</p> <p><b>School Governing Bodies</b></p>	<p>MSEP expressed concerns over Governor training and whether it was sufficient enough to enable School Governors to carry out their role effectively. The Panel requested that this be investigated by Scrutiny with a view to a recommendation that Governor training be reviewed and improved to make it more effective and fit for purpose. Members proposed that a job description, for example, be provided when schools advertise for Parent Governors to ensure that the right people apply for the position and understand what is expected of them.</p> <p>At SOSC 1 on 29 April 2019, Committee also concluded the following in relation to comments from MSEP:</p> <ul style="list-style-type: none"> <li>• Due to the fact that there are currently approximately 41 vacancies for School Governors, Members recommend that the promotion and advertising for these appointments are considered;</li> <li>• That the proposed School Governor job description also include the days of scheduled meetings to outline what commitment the post would necessitate;</li> <li>• Due to training sessions being cancelled due to non-attendance, Members request that the promotion of School Governor training sessions is explored;</li> <li>• That a selection of School Governor representatives are invited to attend the meeting to provide their views.</li> </ul> <p><i>(see responses to this feedback)</i></p>		<p>Corporate Director suggested Summer/Autumn Term</p>	<p>Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Nicola Echanis, Head of Education and Early Help; Andy Rothwell, CSC Senior Challenge Advisor; Andrew Williams, Acting Managing Director CSC Robin Davies, Group Manager Business Strategy and Performance; Dawn Davies, Principal Officer Knowledge Management and Learners Cllr T Beedle, Chair of BGA</p>	
<p><b>Post Inspection Action Plan</b></p>	<p>Post Inspection Action Plan - recommendations * Termly Report on PIAP</p> <p><i>From MSEP Plasnewydd</i></p> <p>Include movement of pupils</p> <p>Based on evidence received, the Panel requested that a scoping exercise be carried out by Scrutiny Officers to determine whether there is an item suitable for Scrutiny in relation to the movement of pupils from Welsh Schools to English schools within the County Borough.</p>		<p>Corporate Director proposed late September 2020</p>	<p>Lindsay Harvey, 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 Andy Rothwell, CSC Senior Challenge Advisor; Andrew Williams, Acting Assistant Director CSC</p>	
<p><b>Strategic Review of Health &amp; Safety Responsibilities</b></p>	<p>Practice , Policy and review of reported "near misses".</p> <ul style="list-style-type: none"> <li>- How many near misses have been reported?</li> <li>- How did we respond?</li> <li>- What lessons have been learnt?</li> </ul> <p>With reference to a recommendation made by BREP 2018 - The Panel request that an assessment of School Crossing Patrol and possible alternatives is included in this report</p> <p><b>Scrutiny Chairs have agreed to carry out an 'Information Gathering' exercise, interviewing representatives from schools, governors from schools and parents to present alongside the Officer report.</b></p> <p><b>Item to include information gathered from Scrutiny Chairs Research Group</b></p>		<p>Wait until after scrutiny research group completed</p>	<p>Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Gary Squire, Health and Safety Manager Mark Shephard, Interim Chief Executive Hannah Castle - Secondary School Head Teacher representative Mr Jeremy Thomson - Primary school headteacher Representative</p>	
<p><b>Youth Offending Service</b></p>	<p>Report to come to scrutiny to address inspection action plan</p>			<p>Lindsay Harvey, Corporate Director - Education and Family Support; Cllr Charles Smith, Cabinet Member for Education and Regeneration; Susan Cooper, Corporate Director - Social Services and Wellbeing Representatives from Heath Service and SWP</p>	
	<p><b>The following items for briefing sessions or pre-Council briefing</b></p>				
<p><b>Item</b></p>	<p><b>Specific Information to request</b></p>				
<p>Ford Engine Plant</p>	<p>The Committee discussed the possible job losses from the Ford engine plant in Bridgend and were pleased to know that the Council were readily available to support the employer and employees. Members request to revisit this topic at a future meeting when a decision has been confirmed to explore the wider implications of the closure of Ford engine plant.</p>	<p>Nov-19</p>			
<p>Cwm Taf Regional Working</p>	<p>Provide a overview of working relationships with Cwm Taf. How are we undertaking regional working?</p>	<p>Apr-20</p>			
<p>Changes to Education Outcomes</p>	<p>Update on how education outcomes are now being reported based on new WG legislation</p>				