

Name of Committee:	Healthy Living and Social Care Scrutiny Committee
Date of Meeting:	<b>15/07/2019</b>
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	<b>Revenue and Capital Monitoring for the Period 1st April to 31st May 2019</b>
Purpose of Report:	To advise Scrutiny Committee of the Progress relating to revenue and capital expenditure for the period 1st April to 31st May 2019
Report Owner:	Report of the Director of Social Services
Responsible Officer:	Carys Lord Head of Finance/ Section 151 Officer
Elected Member and Officer Consultation:	Each Scrutiny Committee will receive a monitoring report on their respective areas. This report does not require Ward Member consultation
Policy Framework:	This report is for Executive decision by the Cabinet
Executive Summary:	<ul style="list-style-type: none"> <li>• The revenue position for 2019/20 is challenging with a savings target for the year being set at £545k.</li> <li>• The capital budget has been set at £5.031m.</li> </ul>

## Recommendation

1. That Scrutiny Committee consider the position with regard to the 2019/20 revenue and capital budgets.

## Reason for Recommendation

2. That Members are aware of the projected revenue outturn for 2019/20.

### 1. Background

- 1.1 On 8th March 2019, Council approved the Revenue Budget for 2019/20, minute no 835 and Council on 27th February 2019 (minute no C582) approved the Capital Programme for 2019/20 onwards.

### 2. Key Issues for Consideration

#### Revenue

- 2.1 The forecast for Social Services is shown as a balanced budget however this is after a potential unplanned transfer from reserves of £1.5m.

	2019/20	2019/20	Variance
Directorate/Service	Original Budget	Projected	(+)Favourable (-) Adverse
	£000	£000	£000
Children and Young People	16,098	17,598	-1,500
Unplanned use of reserves to fund overspend	0	(1,500)	+1,500
Adult Services	47,957	47,957	0
Resource Management & Safeguarding	272	272	0
Leisure Services	1,349	1,349	0
<b>Total</b>	<b>65,676</b>	<b>65,676</b>	<b>0</b>

- 2.2** Children and Young People Services - The major concern for this service is the continuing pressure on the children's placements budget given the complexities of the children currently being supported and the high cost placements some of these children require to meet their needs. Work continues to ensure that children are placed in the most appropriate and cost effective placements, however in the context of the complexity of need and the national challenges in identifying placements, it is projected that this budget could overspend by around £1.5m this year. It should be noted that due to the potential high cost of each placement, the outturn position could fluctuate with a change in the number of children looked after and/or the complexity of need. In previous year's Welsh Government have provided additional funding which has assisted the year end position however this cannot be guaranteed and relied upon at this early stage of the financial year. The service holds a reserve that could be accessed at year end to fund high cost placements if required.
- 2.3** Adult Services - This service is currently projecting a breakeven position, however, the major issue concerning this service for the coming year will continue to be the pressure on the Community Care Packages budget. This budget is extremely volatile and is influenced by legislative changes such as the National Living Wage. The outturn position is difficult to predict. The service also continues to be affected by the pressures of continued demographic growth, an increase in the cost of service provision and the Community Care Packages budget will have to achieve further savings this year. The service will strive to manage growing demand and will develop savings initiatives which may be funded via regional grants. Welsh Government has continued to provide Intermediate Care Fund (ICF) grant to Cardiff and Vale University Health Board to allow collaborative working between Health and Cardiff and the Vale Councils however the level of grant funding is not guaranteed on an ongoing basis.
- 2.4** Leisure Services - The Parks element of the revenue budget can no longer be reported separately, as operationally it is an integrated part of the new Neighbourhood Services. It is therefore only possible to report the Leisure and Play element under this heading. As Parks capital schemes are separately identifiable they will continue to be reported to this Committee.

### **2019/20 Savings Targets**

- 2.5** As part of the Final Revenue Budget Proposals for 2019/20, a savings target of £545k was set for the Committee. Attached at Appendix 1 is a statement detailing all savings targets for 2019/20. It is anticipated that all savings will be achieved this year.
- 2.6** Appendix 2 provides further detail of the savings within the Social Services Budget Programme. The corporate programme board and project teams

overseeing the plan will continue to monitor and ensure its delivery. As in previous years, ongoing progress updates will to be reported to Committee as part of the overall financial monitoring report for the Directorate.

## **Capital**

- 2.7** Appendix 3 details financial progress on the Capital Programme as at 31st May 2019.
- 2.8** Members should be aware that Appendix 3 includes requests for unspent committed expenditure to be slipped from the 2018/19 Capital Programme into 2019/20 as approved by emergency powers on 20th June 2019.
- 2.9** Residential Home Refurbishment - For ease of procuring and delivering the required upgrade works in the residential homes, it has been requested that the following budgets are transferred to the Residential Home Refurbishment budget to create one budget of £72k in 2019/20. The transfers will be £5k from Cartref Internal Refurbishment, £20k from Asset Renewal, £16k from Fire Precaution works and £15k from Hen Goleg Works.
- 2.10** ICT Infrastructure - It is proposed that part of this budget is used to upgrade the ICT infrastructure in the Vale's residential facilities which will accommodate the implementation of a digital medication system. Digital medication administration systems rely on good connection speed which are currently not available in Southway, Ty Dyfan or Ty Dewi Sant. Cartref Porthceri currently uses the private broadband circuit which is shared with the Youth Offending Building so will not need an upgrade. In addition, new hardware, new cabling and new network cabinets are needed at Ty Dewi Sant and Southway as Cartref Porthceri and Ty Dyfan already have these in situ and staff in each home will need a new desk top PC to accommodate access to the on line medication records. The improved infrastructure will have the added benefit of access to digital activities with residents. It has been proposed that £25k of this budget is allocated to a new scheme for ICT Development in Residential Homes.
- 2.11** Cowbridge Leisure Centre Roofing - In order to include the installation of Photovoltaic Panels (PV) into the roof at Cowbridge Leisure Centre an additional £21k funding will be required. It has been proposed that this funding is made available from the Neighbourhood Services reserve. The electricity generated will be sold to Legacy, the leisure operators at the site

### **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The revenue budget has been set in order to support services in the delivery of the Council's Well-being objectives. It is therefore important for expenditure to be monitored to ensure that these objectives are being delivered.
- 3.2** The revenue budget has been set and is monitored to reflect the 5 ways of working.
- 3.3** **Looking to the long term** - The setting of the revenue budget requires planning for the future and takes a strategic approach to ensure services are sustainable and that future need and demand for services is understood.
- 3.4** **Taking an integrated approach** - The revenue budgets include services which work with partners to deliver services e.g. Health via ICF.
- 3.5** **Involving the population in decisions** – As part of the revenue budget setting process there has been engagement with residents, customers and partners.
- 3.6** **Working in a collaborative way** – The revenue budgets include services which operate on a collaborative basis e.g. Shared Regulatory Service, Vale Valleys and Cardiff Adoption Service.
- 3.7** **Understanding the root cause of issues and preventing them** – Monitoring the revenue budget is a proactive way of understanding the financial position of services in order to tackle issue at the source as soon as they arise.

### **4. Resources and Legal Considerations**

#### **Financial**

- 4.1** As detailed in the body of the report.

#### **Legal (Including Equalities)**

- 4.2** There are no legal implications.

### **5. Background Papers**

OTNone

Service	Title & Description	2019/20
<b>Childrens Services</b>		
Psychology Support for Foster Carers	Savings from the commissioning of psychology support to offer a therapeutic service to foster carers	60
Digital Employee - Hybrid Mail	Savings from reduced postage due to hybrid mail	1
Third Party Spend	Savings from external procurement	88
<b>Total Childrens Services</b>		<b>149</b>
<b>Adults Services</b>		
Older Persons Day Services	Review of service provision	40
Maximising Reablement	Savings resulted from decreased on-going cost of packages of domiciliary care for people accessing services	100
Direct Payments	Converting existing clients to direct payments	50
Charging & Income Generation/Debt Recovery	Income from introducing charges for services as allowed by legislation	50
Review of Complex Cases		30
Digital Employee - Hybrid Mail	Savings from reduced postage due to hybrid mail	1
Third Party Spend	Savings from external procurement	107
<b>Total Adults Services</b>		<b>378</b>
<b>Resource Management &amp; Safeguarding</b>		
Third Party Spend	Savings from external procurement	18
<b>Total Resource Management &amp; Safeguarding</b>		<b>18</b>
<b>TOTAL</b>		<b>545</b>



Vale of Glamorgan Council

# Social Services Budget Programme

All Projects Summary Highlight Report

June 2019

## **An Introduction to the Social Services Budget Programme**

The Social Services Budget programme was established several years ago to ensure a focus was maintained on managing the budgetary savings and pressures facing the directorate.

The Budget Programme Board comprises:

- The Leader of the Council
- Cabinet Member for Social Services
- Managing Director
- Director of Social Services
- Head of Service (Adults)
- Head of Children & Young Peoples Services
- Head of Resource Management & Safeguarding
- Operational Manager Commissioning and Information
- Head of Finance
- Operational Manager, Accountancy
- Operational Manager, Policy & Performance
- Business Improvement Partner

The Social Services Budget Programme reports to the Reshaping Services Programme Board due to the synergies which exist between the two programmes. The All Projects Summary Highlight Report is updated for each Social Services Budget Programme meeting and is regularly reported to the Healthy Living & Social Care Scrutiny Committee to ensure oversight of the delivery of savings.

### All Projects Summary Highlight Report

This All Projects Summary Highlight Report gives an overview of the Social Services Budget Programme and is used by the Programme Board to manage and monitor the programme's delivery. This report comprises the following sections:

- 1 – Financial Savings Summary
- 2 – Financial Savings Projects Report

For each savings project, an overall status indicator is set each month by the Programme Board. The status indicator is expressed as red, amber or green. These savings projects are complex and their achievability is potentially impacted by a range of issues and risks. The status indicator shows the Board's holistic assessment of the project in terms of overall achievability and as such they are essentially an indicator of risk. The Board consider the project as a whole and form a view of the status



considering such things as the timing for the delivery of savings, the scale of savings to be delivered and any risks which have been identified by the project (examples including those relating to potential reputational risk and the extent of change required).

The All Projects Summary Highlight Report also contains details of the cost pressures being experienced by the Directorate, in order to enable the visibility, management and monitoring of mitigating actions alongside the savings to be delivered.

## 1 – Social Services Financial Savings Summary

1a – Financial Savings Targets			
	2019/20 (£)	2020/21 (£)	Total (£)
Service Area			
Adult Services	315,000	100,000	415,000
Resource Management & Safeguarding	141,000	0	141,000
Children & Young Peoples Services	149,000	8,000	157,000
Total Savings Required	605,000	108,000	713,000

1b – Social Services Budget Financial Savings Plan				
Year	Total Savings Required (£)	Total Savings Identified (£)	In Year Surplus/ (Shortfall) (£)	Cumulative Surplus/ (Shortfall) (£)
Savings Brought Forward	-	-	-	(132,000)
2019/20	545,000	605,000	60,000	(72,000)
2020/21	108,000	108,000	-	(72,000)
Total	653,000	713,000	-	(72,000)

## 2 – Financial Savings Projects Report

2a Savings Project Targets						
Ref	Project	Target 2019/20 (£)	Forecast 2019/20 (£)	Target 2020/21 (£)	Forecast 2020/21 (£)	Total (£)
A3	Physical Disability Day Services	50,000		-		50,000
SS1	Psychology Support for Foster Carers	60,000		8,000		68,000
SS2	Older Persons Day Services	50,000		-		50,000
SS3	Maximising Reablement	100,000		-		100,000
SS4	Direct Payments	50,000		-	-	50,000
SS5	Complex Cases Review	30,000		100,000		130,000

IN1	Charging & Income Generation	50,000		-		50,000
TP3	Third Party Spend (Childrens' Services)	88,000		-		88,000
TP4	Third Party Spend (Adults)	84,000		-		84,000
TP5	Third Party Spend (RMS)	41,000		-		41,000
D1a	Hybrid Mail (Childrens' Services)	1,000		-		1,000
D1b	Hybrid Mail (Adults)	1,000		-		1,000
PC1	Pool Car Scheme					
Total Savings Identified		605,000		108,000		713,000

## 2b – Savings Projects Updates

Ref	Project Description	Project Manager	Start Date (MM/YY)	End Date (MM/YY)	In Year RAG Status	Overall RAG Status	Update
A3	Physical Disability Day Services This saving will be achieved through a range of initiatives relating to operating costs.	Andy Cole	04/19	03/20	Red	Red	Full year effect savings of £10k has been achieved in 2018/19.  A report regarding the cost of current meal provision was presented to Scrutiny in June 2019. Further consideration is now required to develop proposals for future meal provision which will need to be considered by Cabinet.
SS1	Psychology Support for Foster Carers	Rachel Evans	04/19	03/21	Green	Green	Provision of a Therapeutic Fostering Service in partnership with UHB for children and young people looked after and their carers. Builds upon the Council's previously piloted project for commissioning of a psychologist together with two support staff.  Full year effect savings for 2018/19 have been achieved.
SS2	Older Person's Day Centres. This saving will be achieved through a change to the	Suzanne Clifton	04/19	03/20	Red	Red	The project team is continuing with exploratory work in relation to the provision of Older Persons Day Services

2b – Savings Projects Updates							
Ref	Project Description	Project Manager	Start Date (MM/YY)	End Date (MM/YY)	In Year RAG Status	Overall RAG Status	Update
	operating model for this day centre.						
SS3	Maximising Reablement	Suzanne Clifton	04/19	03/20	Amber	Amber	This project includes growing the VCRS service to include a wider variety of needs of individuals through extended use of reablement models which will impact on the community care commitments as the person's longer term needs will be reduced. Reablement can reduce the need for ongoing care and result in smaller care packages being required in the longer term
SS4	Direct Payments This saving will be achieved through the promotion of Direct Payments as a more cost effective way of arranging care and appropriate monitoring of the same	Gaynor Jones	04/19	03/20	Green	Green	Robust procedures to ensure regular monitoring of these payments are in place which means that the opportunity to recoup at the same level in future years will not be feasible.
SS5	Complex Cases Review	Suzanne Clifton	04/19	03/21	Amber	Not Applicable	Increased focus on supporting practitioners to manage complex cases in partnership with other statutory agencies ensuring the individual's care and support needs are met.  Additionally, working with children and young people transitioning to Adult Services to ensure continuity of case management and enabling their care and support needs to be met.
IN1	Charging & Income	Gaynor	04/19	03/20	Amber	Amber	New financial processes have been introduced to ensure

2b – Savings Projects Updates							
Ref	Project Description	Project Manager	Start Date (MM/YY)	End Date (MM/YY)	In Year RAG Status	Overall RAG Status	Update
	Generation /Debt Recovery	Jones					appropriate charging for services in a timely manner and to pursue outstanding debt through various legal forums.
TP3	Third Party Spend (Childrens' Services)	Rachel Evans	04/19	03/20	Amber	Amber	Work is underway to identify savings in respect of External Procurement
TP4	Third Party Spend (Adults)	Suzanne Clifton	04/19	03/20	Amber	Amber	Work is underway to identify savings in respect of External Procurement.
TP5	Third Party Spend (RMS)	Amanda Phillips	04/19	03/20	Amber	Amber	Work is underway to identify savings in respect of External Procurement
D1a	Hybrid Mail (Childrens' Services)	Rachel Evans	04/19	03/20	Amber	Amber	Work is underway to identify savings to increase the efficiency of mail, in accordance with the Digital Strategy
D1b	Hybrid Mail (Adults)	Suzanne Clifton	04/19	03/20	Amber	Amber	Work is underway to identify savings to increase the efficiency of mail, in accordance with the Digital Strategy
PC1	Pool Car Scheme	Suzanne Clifton	04/19				Potential project to be developed

## Key to RAG statuses:

Green = on target to achieve financial savings in full

Amber = forecast to achieve financial savings within 20% of target

Red = forecast to achieve financial savings less than 80% of target

**CAPITAL MONITORING  
FOR THE PERIOD ENDED 31st MAY 2019**

PROFILE TO DATE	ACTUAL SPEND 2019/20		APPROVED PROGRAMME 2019/20	PROJECTED OUTTURN 2019/20	VARIANCE AT OUTTURN 2019/20	PROJECT SPONSOR	COMMENTS
£000	£000		£000	£000	£000		
		<b>Adult Services</b>					
0	0	Ty Dewi Sant Electrical Upgrade- Asset Renewal	85	85	0	A Phillips	Asset Renewal
0	0	Ty Dewi Sant Boiler pump replacement -Asset Renewal	10	10	0	A Phillips	Asset Renewal
0	0	Cartref -Internal Refurbishment	5	5	0	A Phillips	£5k requested to be vired to Residential Homes Refurbishment
0	0	Hen Goleg Day Centre Fire Alarm	12	12	0	A Phillips	£12k slippage approved via emergency powers.
0	0	Hen Goleg Day Centre Lighting Upgrade	2	2	0	A Phillips	£2k slippage approved via emergency powers.
0	0	External Ground works, Youth Offending and Cartref Porthceri buildings	33	33	0	A Phillips	Drains needs to be renewed following CCTV survey
0	0	ICF Ty Dewi Sant-Dementia Friendly	246	246	0	A Phillips	£19k slippage approved via emergency powers for the continuation of scheme to create a dementia friendly environment.
0	0	ICF Southway -Dementia Friendly Environment	41	41	0	A Phillips	£41k slippage approved via emergency powers for the continuation of scheme to create a dementia friendly environment.
0	0	ICF- Ty Dyfan	14	14	0	A Phillips	£14k slippage approved via emergency powers.
0	0	ICF- Transition Smart House	22	22	0	A Phillips	£22k slippage approved via emergency powers.
		<b>In Year Additional capital funding</b>					
0	0	Ty Dyfan and Cartref Fire and Toilet Doors	138	138	0	A Phillips	As per cabinet report 17th June 2019
0	0	Ty Dyfan and Cartref Hand Rails	46	46	0	A Phillips	As per cabinet report 17th June 2019
0	0	Ty Dyfan and Cartref Toilet Upgrade	58	58	0	A Phillips	As per cabinet report 17th June 2019
0	0	Southways Replace fixed vanity units, basins and plumbing/TMV valves Southway	161	161	0	A Phillips	As per cabinet report 17th June 2019
		<b>Slippage</b>					
0	0	Fire Precaution Works	16	16	0	A Phillips	£16k requested to be vired to Residential Homes Refurbishment
0	0	Asset Renewal	20	20	0	A Phillips	£20k requested to be vired to Residential Homes Refurbishment
0	0	ICT Infrastructure	386	386	0	A Phillips	£86k slippage approved via emergency powers
0	0	Residential Home Refurbishment	16	16	0	A Phillips	Requested budget virements from Asset Renewal, Cartref- Internal refurbishment, Fire Precaution works and Hen Goleg Works
0	0	Hen Goleg Works	15	15	0	A Phillips	£15k requested to be vired to Residential Homes Refurbishment
<b>0</b>	<b>0</b>		<b>1,326</b>	<b>1,326</b>	<b>0</b>		
		<b>Leisure</b>					
175	175	Capital Bid - Electrical Rewire Barry & Penarth Leisure Centres	1,323	1,323	0	D Knevelt	£136k slippage approved via emergency powers for works to be completed in Barry Leisure Centre in April and in Penarth Leisure Centre in late Summer.
0	0	Barry and Penarth LC Upgrade Changing Rooms	758	758	0	D Knevelt	£93k slippage approved via emergency powers for continuation of works in Barry and Penarth Leisure Centres.
0	0	Barry Leisure Centre Floor	200	200	0	D Knevelt	Works to be undertaken following the completion of the chanaina room works
0	0	Cowbridge Leisure Centre Roofing	431	431	0	D Knevelt	£59k slippage approved via emergency powers for works to Cowbridge Leisure Centre roof to be undertaken in 2019/20
		<b>Slippage</b>					
19	19	Leisure Centre Refurbishment	46	46	0	D Knevelt	£46k slippage approved via emergency powers Heating works to be undertaken in Penarth Leisure Centre reception
		<b>Additional In Year Capital Funding</b>					
0	0	Llantwit Major Leisure Centre - Rebuild brickwork	80	80	0	D Knevelt	As per Cabinet report 17th June 2019
<b>194</b>	<b>194</b>		<b>2,838</b>	<b>2,838</b>	<b>0</b>		
		<b>Parks and Grounds Maintenance</b>					
0	0	Asset Renewal	7	7	0	D Knevelt	£7k slippage approved via emergency powers for installation of drinks fountains and further toilet works
0	0	Cemetery Approach	183	183	0	J Dent	£183k slippage approved via emergency powers for continuation of works. Contractor on site Jan19
0	0	Replacement Jenner Park Stadium Roof	50	50	0	D Knevelt	£2k slippage approved via emergency powers for works to be carried out in 1920
0	0	Flood lights Jenner Park Stadium	165	165	0	D Knevelt	New scheme
0	0	Playgrounds Refurbishment	150	150	0	D Knevelt	New scheme
0	0	Green Flag Parks	13	13	0	D Knevelt	£13k slippage approved via emergency powers for continuation of works
<b>0</b>	<b>0</b>		<b>568</b>	<b>568</b>	<b>0</b>		
		<b>S106 Funding</b>					

CAPITAL MONITORING FOR THE PERIOD ENDED 31st MAY 2019							
PROFILE TO DATE	ACTUAL SPEND 2019/20		APPROVED PROGRAMME 2019/20	PROJECTED OUTTURN 2019/20	VARIANCE AT OUTTURN 2019/20	PROJECT SPONSOR	COMMENTS
£000	£000		£000	£000	£000		
0	0	Colwinston Play Area	68	68	0	M Goldsworthy	£41k slippage approved via emergency powers for continuation of works. Contractor on site June 2019. Scheme increased by £3k funded by a contribution from Colwinston Association. New scheme New scheme £2k slipped back to 1819 approved by emergency powers to cover Technical Salaries New scheme to upgrade RFC changing rooms funded by S106
0	0	The Grange Play Area	81	81	0	M Goldsworthy	
0	0	Murch Play Area	117	117	0	M Goldsworthy	
0	0	Twyn Yr Odyn	18	18	0	M Goldsworthy	
0	15	S106 Old Penarthians RFC Changing Rooms	15	15	0	M Goldsworthy	
0	15		299	299	0		
194	209	<b>TOTAL CAPITAL PROGRAMME 2019/20</b>	5,031	5,031	0		