

Meeting of:	Healthy Living and Social Care Scrutiny Committee
Date of Meeting:	Tuesday, 17 March 2020
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	Revenue and Capital Monitoring for the Period 1st April 2019 to 31st January 2020
Purpose of Report:	To advise Scrutiny Committee of the progress relating to revenue and capital expenditure for the period 1st April 2019 to 31st January 2020
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
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The revenue position for 2019/20 is challenging with a savings target for the year being set at £577k. • The currently approved capital budget has been set at £5.108m 	

Recommendations

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

Reasons for Recommendations

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

1. Background

- 1.1 Cabinet on 18th November 2019 approved the revised Revenue Budget for 2019/20 (minute no c138).

2. Key Issues for Consideration

Revenue

- 2.1 It is anticipated that Social Services will require a potential unplanned transfer from reserves at year end.

	2019/20	2019/20	Variance
Directorate/Service	Revised Budget	Projected	(+)Favourable (-) Adverse
	£000	£000	£000
Children and Young People	16,195	16,495	-300
Adult Services	47,903	47,903	0
Resource Management & Safeguarding	281	281	0
Unplanned use of reserves to fund overspend	0	(300)	+300
Leisure Services	1,120	1,120	0
Total	65,499	65,499	0

- 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 this is challenging and it is projected that this budget could overspend by around £300k 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. It should be noted that this position includes the utilisation of £500k grant funding from Welsh Government which had been provided on a one off basis in 2019/20, however, as part of the final settlement for 2020/21, it is indicated that grant funding will also be provided in 2020/21. The service has also been able to utilise other grants to help the year end position. The service holds a reserve that could be accessed at year end to fund high cost placements if required.

- 2.3** Adult Services - The service is now projecting a breakeven position at year which is an improved position from previous month. There still remains pressures on the Community Care Packages budget with the outturn position being difficult to predict as the budget is extremely volatile, however, the service has been able to utilise income from the Intermediate Care Fund (ICF) to remodel services and to more effectively manage demand which has resulted in this improved position.
- 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. A savings target, set for Neighbourhood Services, has now been allocated into specific projects and therefore a new target has been included in this report relating to the Single Use Sports Facilities. This now brings the total savings target for this Committee to £577k. Attached at Appendix 1 is a statement detailing all savings targets for 2019/20. It is anticipated that there could be a shortfall this year of £56k.
- 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 January 2020. The following changes have been made to the Capital Programme since the last report to Committee.

- 2.8 ICF Southway Community Facility - The Council has been awarded £40k grant funding from the Integrated Care Fund (ICF). This will fund a feasibility study linked to a proposal to build a community facility and adjacent 'changing places' toilet in the Southway grounds. An emergency powers has been used to include this new scheme into the 2019/20 Capital Programme.
- 2.9 ICT Infrastructure - An assessment has been carried out on the ICT Infrastructure budget and due to the receipt of grant funding the full budget is no longer required. There has been a request to reduce this budget by £255k in the 2019/20 Capital Programme.
- 2.10 Ty Dyfan and Cartref Dementia Improvements - It has been requested that the 2019/20 Capital Programme is increased by £25k, to be funded by a revenue contribution from the Social Services residential management budget for further works at Ty Dyfan including the relocation of the lounge.
- 2.11 Windmill Playing Field Pavilion Boiler, Llantwit Major - It has been requested to include a new scheme into the 2019/20 Capital Programme of £14k for a boiler at the pavilion in Windmill playing fields to be funded by a contribution from the Neighbourhood Services revenue budget.
- 2.12 Barry Leisure Centre Dry Changing Rooms - Procurement options for this scheme are being considered, it has therefore been requested that £100k is carried forward into the 2020/21 Capital Programme.

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

None

Title of Saving	Description of Saving	Total Saving £000	Projected Saving £000	RAG Status	Update Comments, Issues & Actions	Relevant Scrutiny Committee	Project Manager
Childrens Services							
Psychology Support for Foster Carers	Savings from the commissioning of psychology support to offer a therapeutic service to foster carers	60	60	Green	Saving will be achieved	Health Living & Social Care	Rachel Evans
Digital Employee - Hybrid Mail	Savings from reduced postage due to hybrid mail	1	1	Green	Savings allocated and budgets reduced accordingly	Health Living & Social Care	Rachel Evans
Third Party Spend	Savings from external procurement	88	88	Green	Savings allocated and budgets reduced accordingly	Health Living & Social Care	Rachel Evans
Total Childrens Services		149	149	Green	100%		
Adults Services							
Older Persons Day Services	Review of service provision	40	0	Red	Consultation on proposed future provision of day services for older people agreed by Cabinet on 29th July 2019 with proposed option agreed by Cabinet on 18th November 2019	Health Living & Social Care	Suzanne Clifton
Maximising Reablement	Savings resulted from decreased on-going cost of packages of domiciliary care for people accessing services	100	100	Green	Achieved through robust review of packages and reducing the ongoing level of care and support required.	Health Living & Social Care	Suzanne Clifton
Direct Payments	Converting existing clients to direct payments	50	50	Green	Conversion of packages of care to Direct Payments arrangements continue to achieve the planned saving in this area.	Health Living & Social Care	Suzanne Clifton
Charging & Income Generation/Debt Recovery	Income from introducing charges for services as allowed by legislation	50	50	Green	Review of financial processes within VCRS and introduction of WCCIS finance module will seek to achieve this savings target	Health Living & Social Care	Suzanne Clifton
Review of Complex Cases		30	30	Green	Savings achieved through robust review and securing alternative funding e.g. CHC/Joint funded POC	Health Living & Social Care	Suzanne Clifton
Digital Employee - Hybrid Mail	Savings from reduced postage due to hybrid mail	1	1	Green	Savings achieved	Health Living & Social Care	Suzanne Clifton
Third Party Spend	Savings from external procurement	107	107	Green	Savings achieved	Health Living & Social Care	Suzanne Clifton
Total Adults Services		378	338	Green	89%		
Resource Management & Safeguarding							
Third Party Spend	Savings from external procurement	18	18	Green	Savings allocated and budgets reduced accordingly	Health Living & Social Care	Amanda Phillips
Total Resource Management & Safeguarding		18	18	Green	100%		

Title of Saving	Description of Saving	Total Saving £000	Projected Saving £000	RAG Status	Update Comments, Issues & Actions	Relevant Scrutiny Committee	Project Manager
Neighbourhood Services and Transport							
Reshaping Services	Single Use Sports facilities	32	16	Red	Bowling Clubs due to transfer 1st October 2019	Health Living & Social Care	Emma Reed
Total Neighbourhood Services and Transport		32	16	Red	50%		
TOTAL		577	521	Amber	90%		

Green = on target to achieve in full
Amber = forecast within 20% of target
Red = forecast less than 80% of target

Shortfall 56



Vale of Glamorgan Council

Social Services Budget Programme

All Projects Summary Highlight Report

February 2020

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
- Head of Business Improvement and Policy
- 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
- 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 are 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	Green	Green	Full year effect savings of £10k has been achieved in 2018/19. Due to the over achievement of savings in the last financial year, the remaining £40k was achieved in year however the project needs to continue in order to achieve these savings on a recurrent basis. A report regarding the cost of current meal provision was presented to Scrutiny in June 2019. Further consideration is 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 operating model for this day centre.	Suzanne Clifton	04/19	03/20	Red	Green	Consultation has been undertaken with staff and Citizens which concluded with Scrutiny members' visit. Consultation outcome report presented to Reshaping Services project Board which provided an update on the completed consultation process and the recommended option which is to provide a single day service from Rondel House, run in partnership from a single location. Following Cabinet approval of the proposals on 18 th November, 2019, planning sessions have taken place with colleagues from Rondel House and Carers Trust and a detailed project plan outlining a phased approach to co-locating in early March 2020, has been drawn up.

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
SS3	Maximising Reablement	Suzanne Clifton	04/19	03/20	Green	Green	<p>Work continues to include 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</p> <p>A project team comprising business improvement colleagues will work along side managers to review the current operational model to explore all possible opportunities to improve operational efficiency and service delivery.</p> <p>Initial staff engagement sessions were held in December 2019.</p>
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	<p>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.</p>
SS5	Complex Cases Review	Suzanne Clifton	04/19	03/21	Green	Not Applicable	<p>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.</p> <p>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.</p>
IN1	Charging & Income Generation /Debt Recovery	Gaynor Jones	04/19	03/20	Green	Green	<p>New financial processes have been introduced to ensure appropriate charging for services in a timely manner.</p> <p>Regular meetings are continuing to be held with representatives from the Council's Legal Section to pursue outstanding debt,</p>

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
							<p>specifically those cases which involve service users having property and how the Council can best secure the debt for care charges against the same.</p> <p>Recruitment to the vacant Financial Assessment Officer post has enabled reviews to be undertaken, which is achieving income generation in the form of amended assessed charges. In addition, there remains a proactive intervention with citizens who owe money for the community care charges, with payments being achieved either in full or by way of a payment plan.</p> <p>The Charging Policy has been reviewed in line with guidance from Welsh Government on financial assessment for people in care homes and internal processes mapped to enable a charging leaflet for citizens has been developed to ensure there is clarity about the charging process.</p> <p>Work has progressed with colleagues from the business improvement team to map the existing debt recovery process to ensure future income generation opportunities.</p> <p>Arrangements have been put in place to refer to a Panel Deputy in cases where there is no one willing/able to act as Deputy on behalf of residents who no longer have capacity to manage their financial affairs.</p>
TP3	Third Party Spend (Childrens' Services)	Rachel Evans	04/19	03/20	Green	Green	Savings achieved in full in respect of External Procurement
TP4	Third Party Spend (Adults)	Suzanne Clifton	04/19	03/20	Green	Green	Savings achieved in full in respect of External Procurement
TP5	Third Party Spend (RMS)	Amanda Phillips	04/19	03/20	Green	Green	Savings achieved in full in respect of External Procurement

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
D1a	Hybrid Mail (Childrens' Services)	Rachel Evans	04/19	03/20	Green	Green	Savings achieved in full following work around increasing the efficiency of mail, in accordance with the Digital Strategy
D1b	Hybrid Mail (Adults)	Suzanne Clifton	04/19	03/20	Green	Green	Savings achieved in full following work around increasing the efficiency of mail, in accordance with the Digital Strategy.
PC1	Pool Car Scheme	Suzanne Clifton	04/19	03/20	Red	Red	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 JANUARY 2020**

APPENDIX 3

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		
		Directorate of Social Services					
		Adult Services					
53	53	Ty Dewi Sant Electrical Upgrade- Asset Renewal	85	85	0	A Phillips	Works are on site.
10	10	Ty Dewi Sant Boiler pump replacement -Asset Renewal	10	10	0	A Phillips	Scheme complete.
12	11	Hen Goleg Day Centre Fire Alarm	12	12	0	S Clifton	Scheme complete.
2	0	Hen Goleg Day Centre Lighting Upgrade	2	2	0	S Clifton	Scheme complete.
0	0	External Ground works, Youth Offending and Cartref Porthceri buildings	33	33	0	R Evans	Works are due to start on site mid March and complete by the end of March.
39	39	ICF Ty Dewi Sant	288	288	0	A Phillips	Works have commenced.
32	32	ICF Southway -Dementia Friendly Environment	41	41	0	A Phillips	Scheme complete.
12	12	ICF- Ty Dyfan	14	14	0	A Phillips	Scheme complete.
0	0	ICF- Transition Smart House	22	22	0	A Phillips	Awaiting award letter for phase 2 of the project.
0	0	ICF Southway Community Facility	40	40	0	A Phillips	Emergency Powers detailed as part of this report.
		In Year Additional capital funding					
109	109	Ty Dyfan and Cartref Dementia Improvements	272	297	(25)	A Phillips	Fire doors completed. Scheme on-going. Request to increase this budget by £25k
11	11	Southways Replace fixed vanity units, basins and plumbing/TMV valves Southway	161	161	0	A Phillips	Works on site, due to complete by the end of March.
		Slippage					
0	0	ICT Infrastructure	355	100	255	A Phillips	Request to reduce this budget by £255k in the 2019/20 Capital Programme.
12	12	IT Developments in Homes	31	31	0	A Phillips	Scheme on-going.
289	289		1,366	1,136	230		
		Children's Services					
28	0	Flying Start Family Centre Window Improvements	28	28	0	R Evans	Welsh Government Grant. Works are complete.
0	0	Flying Start Gibbonsdown Soft Play	25	25	0	R Evans	Welsh Government Grant. Works to be carried out over February half term.
28	0		53	53	0		
		Leisure					
50	50	Capital Bid - Electrical Rewire Barry & Penarth Leisure Centres	1,003	1,003	0	D Knevett	Barry Leisure Centre rewire complete. Works at Penarth are due to start in February.
753	753	Barry and Penarth LC Upgrade Changing Rooms	1,078	1,078	0	D Knevett	Scheme complete, account to be finalised.
0	0	Barry Leisure Centre Dry Changing Rooms	100	0	100	D Knevett	Procurement options are being considered. Request to carry forward £100k
0	3	Sports Wales Grant	36	36	0	D Knevett	New grant to fund swimming equipment. Scheme underway.
20	20	Leisure Centre Refurbishment	46	46	0	D Knevett	Heating works in Penarth Leisure Centre reception complete.
0	0	Llantwit Major Leisure Centre - Rebuild brickwork	80	80	0	D Knevett	Scheme is on-going.
823	826		2,343	2,243	100		

**CAPITAL MONITORING
FOR THE PERIOD ENDED 31ST JANUARY 2020**

APPENDIX 3

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		
		<u>Parks and Grounds Maintenance</u>					
0	0	Asset Renewal	7	7	0	D Knevett	Continuation of previous years scheme.
17	17	Cemetery Approach	322	322	0	J Dent	Works are underway. Due to be complete by the end of March.
62	62	Replacement Jenner Park Stadium Roof	62	62	0	D Knevett	Scheme complete.
165	139	Flood lights Jenner Park Stadium	165	165	0	D Knevett	Scheme complete.
37	37	Playgrounds Refurbishment	150	150	0	D Knevett	Knap Skate Park complete. Works due to start on Highlight Park and Golden Gates Park imminently.
1	1	Green Flag Parks	13	13	0	D Knevett	Continuation of works
77	69	Colwinston Play Area	77	77	0	M Goldsworthy	Scheme complete. £47k of this budget is s106 funding.
9	9	The Grange Play Area	85	85	0	M Goldsworthy	Scheme on site, works due to be completed by the end of February.
7	7	Murch Play Area	125	125	0	M Goldsworthy	Scheme nearing completion. Will be complete mid February.
23	23	Twyn Yr Odyn Play Area	23	23	0	M Goldsworthy	Scheme complete.
15	15	S106 Old Penarthians RFC Changing Rooms	15	15	0	M Goldsworthy	Scheme complete.
413	379		1,044	1,044	0		
1,553	1,494	COMMITTEE TOTAL	4,806	4,476	330		