

# Public Document Pack



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Y Rhadyr  
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NP15 1GA

County Hall  
Rhadyr  
Usk  
NP15 1GA

Monday, 30 November 2015

**Notice of meeting / Hysbysiad o gyfarfod:**

## **Adults Select Committee**

**Tuesday, 8th December, 2015 at 10.00 am,  
Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA**

*Please note a pre meeting will be held 30 minutes before the start of the meeting for members of the committee.*

### **AGENDA**

<b>Item No</b>	<b>Item</b>	<b>Pages</b>
1.	<b>Apologies for absence</b>	
2.	<b>Declarations of interest</b>	
3.	<b>To confirm the minutes of the previous meeting held on Tuesday 13th October 2015</b>	1 - 6
4.	<b>Scrutiny with Aneurin Bevan University Health Board on the following key areas:</b> <ul style="list-style-type: none"><li>• A Performance Update on Health Developments in Monmouthshire (presentation to follow)</li><li>• Discussion on 'Dying Matters' as a possible future area for scrutiny work with the Aneurin Bevan University Health Board (verbal)</li><li>• Scrutiny of an Evaluation of the Choose Wisely Programme (to follow)</li></ul>	
5.	<b>Performance Management Report on Improvement Objectives and Outcome Agreements</b>	7 - 18
6.	<b>Revenue &amp; Capital Monitoring 2015/16 Month 6 Outturn Forecast Statement</b>	19 - 52
7.	<b>Work Programming</b>	53 - 66

**Paul Matthews  
Chief Executive / Prif Weithredwr**

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MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

P. Farley  
R. Harris  
R. Chapman  
R. Edwards  
M. Hickman  
P. Jones  
P. Jordan  
P. Watts  
A. Wintle  
D Hill  
D Husdon

## Public Information

### Access to paper copies of agendas and reports

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### Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk) or by visiting our Youtube page by searching MonmouthshireCC.

### Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

# Aims and Values of Monmouthshire County Council

## Sustainable and Resilient Communities

### Outcomes we are working towards

#### **Nobody Is Left Behind**

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

#### **People Are Confident, Capable and Involved**

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

#### **Our County Thrives**

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

### Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

### Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

#### Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

#### Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

### Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

### Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

## MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held  
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 13th  
October, 2015 at 10.00 am**

**PRESENT:** County Councillors: R. Chapman, M. Hickman, P. Jones, A. Wintle,  
D Hill and D Husdon

### **OFFICERS IN ATTENDANCE:**

Julie Boothroyd	Head of Adult Services
Hazel Ilett	Scrutiny Manager
Nicola Perry	Democratic Services Officer
Shelley Welton	Lead Commissioner Transformation
Mark Howcroft	Head of Operations
Annette Evans	Customer Relations Manager
Ceri York	Group Manager Service Development and Commissioning

### **APOLOGIES:**

Councillors R. Edwards and P. Murphy

#### **1. Declarations of interest**

There were no declarations of interests made by Members.

#### **2. To confirm the minutes of the meeting held on 1st September 2015**

The Committee resolved to confirm and sign the minutes of the meeting of Adults Select Committee held on 1<sup>st</sup> September.

#### **3. Turning The World Upside Down - Early autumn review of the project and the next stages**

##### **Context:**

We received a presentation from the Lead Commissioner – Transformation and the Group Manager for Service Development and Commissioning in order to update the Adults Select Committee on the process of transformational change of at home support.

##### **Key Issues:**

The Position Statement and Way Forward Document outlined the scale of the challenge to turn the world of at home support upside down, the efforts made to date, as well as the plan to make this a reality.

Officers were seeking the support of Adults Select Committee to:

- Change the conversation about the way at home support is offered through the independent sector;

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- Build relationships with like-minded providers and start to experiment about providing at home support in a very different way under very different commissioning conditions and thereby really start Turning the World Upside Down.

#### **Member scrutiny:**

Members commended the Officers on an excellent presentation.

A question was raised regarding how Officers saw the integration of Health and Social Care. We heard that the presentation had recently been presented to the wider workforce, and staff had been challenged to consider how we would see our in-house provision integrate with the rest of the market. The model pushed officers to consider how we could achieve a better integrated service. It was recognised that the market was largely broken and the model would see the integration of providers.

A Member requested further information on the 21 providers who had shown interest in the model. We heard that not all of the interested providers were local and it was not expected that all would come together. It was expected there would be more than enough providers to work with. Positive conversations had been held with people and organisations who understood the model.

A Member questioned should the model be implemented would the current five main supporters be replaced by many smaller supporters. In response we heard that Officers were unable to predict what would happen but were aware that a one size fits all approach was not appropriate. It was explained that a metaphor of a patchwork quilt was used to describe the future arrangement.

The Cabinet Member for Social Care, Safeguarding and Health commended Officers on the transformational work and looked forward to see the future progress.

A Member raised a concern surrounding the financial problems providers were experiencing at the current time. The Lead Commissioner for Transformation explained that was the reason behind trying to change relationships. There was understanding from both sides regarding constraints and both sides would work together to find a mutually satisfactory arrangement, creating a good relationship based on trust. The Head of Adult Services noted cost of care was a huge issue but it was not thought that the new model would cost more.

#### **Recommendations:**

The report recommended that Adults Select Committee endorsed the approach to Turning the World Upside Down and review progress and the approach at regular intervals.

## MONMOUTHSHIRE COUNTY COUNCIL

### Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 13th October, 2015 at 10.00 am

#### **Committee's Conclusion:**

Chair's Summary:

In conclusion the Chairman noted:

- The Committee encouraged Turning the World Upside Down to move forward.
- Members had discussed reflection and would want to follow up with scrutiny based contribution.
- Officers were asked to consider if Members could sample some of the techniques used, to get an idea of the new way of working. It was noted that the techniques may be beneficial to all Members.

#### **4. DRAFT BUDGET PROPOSALS 2016/17 FOR CONSULTATION**

##### **Context:**

The Assistant Head of Finance presented the report in order to provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2016/2017, for consultation purposes.

##### **Member Scrutiny:**

The Chairman thanked the Assistant Head of Finance for the report, and acknowledged that the other Select groups would also have the opportunity to scrutinise their areas of the report.

The Head of Adults Services explained that with regards to the £1.4 million Medium Term Financial Plan mandate signs were good from the Adults Services perspective. One area of the savings was Mardy Park Resource Centre, another being practice change. There were concerns surrounding the issue of the living wage.

A Member questioned if Monmouthshire County Council could set up its own agency in terms of the expected negative impacts surrounding the living wage. In response the Head of Adult Services explained that some other authorities were bringing more of the market share back into their organisation, and there were thoughts of how MCC could extend into that also.

The Assistant Head of Finance provided clarification regarding the living wage. We heard that the living wage was set higher than that set by the Central Government. MCC currently pay £7.65. Central Government aspirations were to move from £7.20 to £9.00 over a period of 4 years. The calculation centred round directly paid staff, and not supporting agencies.

Members expressed concerns that providers may be coming into the market and could overlap smaller organisations. The Head of Adult Services explained that there were not many big providers and the focus centred on building relationships with external partners.

##### **Recommendations:**

The report recommended that Adults Select Committee scrutinise the budget saving proposals for 2016/2017 released for consultation purposes and provide their response by 30<sup>th</sup> November 2015.

## MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held  
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 13th  
October, 2015 at 10.00 am

### **Committee's Conclusion:**

Chair's Summary:

The Adults Select Committee considered the budget proposals for 2016/17 and recognised the potential for the thinking behind the "Turning the World Upside Down" project to potentially mitigate some of the future financial impact.

Members recognised that work continues within the framework that had previously been scrutinised and recognised that there were no major changes envisaged to the current direction of travel.

The Committee resolved to accept and note the report.

### **5. Social Services Annual Complaints Report - Scrutiny of social service related complaints**

#### **Context:**

We received a report from the Customer Relations manager to provide Adults Select Committee with information on the number and types of complaints, comments and compliments received and dealt with from 1 April 2014 until 31 March 2015.

#### **Key Issues:**

All Local Authority Social Services are required to follow the new Social Services Complaints Procedure (Wales) Regulations 2014 and The Representations Procedure (Wales) Regulations 2014.

Guidance is also issued under Section 7 of the Local Authority Social Services Act 1970. This means that local authorities must comply with it.

The report outlined that there had been 24 complaints, 71 comments and 95 compliments, several examples of each were provided.

#### **Members Scrutiny:**

The Chairman noted that adjustments had been made to the report to reflect suggestions at previous discussions.

It was recognised that many of the complaints and comments were centred round communication issues.

Where complaints were made regarding the administration of medication, this would be followed up with disciplinary action.



## MONMOUTHSHIRE COUNTY COUNCIL

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Complaints and comments were distinguished depending on how the service user wished to pursue the issue. Where people passed comment, investigations would still be carried out.

In terms of comparison with neighbouring local authorities, Monmouthshire had a low number of complaints. The Customer Relations Manager explained that regular meetings were held with an All Wales Complaints Group, and a report submitted to Welsh Government quarterly.

In terms of other areas of the Council, Children's Services received comments regarding the same issues. Whole Authority complaints mainly referred to communication issues.

#### **Recommendations:**

Members were recommended to note the contents of the report.

#### **Committee's Conclusion:**

Chair's Summary:

The Chairman expressed the thanks of the Committee for the report.

The Committee recognised that MCC fared well in comparison to neighbouring authorities, but it was acknowledged that there was a recurring issue surrounding communication.

The Committee recommended initial and ongoing training in terms of communication.

Overall the Committee were content and resolved to accept the report.

#### **6. Adults Select Work Programme**

We noted the Adults Select Committee Work Programme. In doing so we noted that the meeting scheduled for 20<sup>th</sup> October 2015 had been cancelled.

A Member of the public had requested a meeting to discuss Adult Learning. Members felt, in light of the satisfactory Estyn outcome this was unnecessary at this time.

We noted that the next ordinary meeting would be held on Tuesday 8<sup>th</sup> December at 10.00am.

#### **7. To confirm the date and time of the next meeting as Tuesday 20th October 2015 at 2.00pm**

**The meeting ended at 12.50 pm**

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**SUBJECT: Quarter 2 Performance: Improvement Objective and Outcome Agreement**

**MEETING: Adults Select Committee**

**DATE: 8 December 2015**

**DIVISIONS/WARDS AFFECTED: All**

## **1. PURPOSE**

1.1 To present quarter 2 performance data for the Improvement Objective and Outcome Agreement objectives which are under the remit of Adults Select Committee:

- Improvement Objective 2 “We will safeguard people, whether young or old, while reducing peoples dependence on social care” (Appendix A)
- Outcome agreement theme “Ensuring people receive the help they need to live fulfilled lives” (Appendix B)

## **2. RECOMMENDATIONS**

2.1 That members scrutinise the performance achieved and impact made to assess progress and performance against the objectives.

2.2 That members identify and explore any areas of underperformance or concerns, and to seek assurance from those responsible for future activity where they conclude that performance needs to improve.

## **3. KEY ISSUES**

3.1 The Outcome Agreement and the Improvement Objectives have a different focus:

- Improvement Objectives are set annually by the council to deliver on priorities. Despite objectives being focused on the long term the specific activities that support them are particularly focussed for the year ahead
- The Outcome Agreement is an agreement with the Welsh Government for a three year period, where the council needs to deliver on performance activity and associated targets that contribute to the Programme for Government. The current agreement covers the period from 2013 to 2016. The council has previously been awarded full payment each year.

3.2 In the summer of 2015 the Welsh Government announced the final year of funding for performance in 2015-16 would no longer be attached to performance in the Outcome Agreement and would be rolled directly into the Revenue Support Grant for 2016-17. This means that payment for performance against the targets in the agreement for 2015-16, being discussed by members today, is assured. However given the importance placed on the agreement as part of the council’s performance framework to contribute to delivering the outcomes set it is important to continue to monitor performance against the agreement for its final year.

## Improvement Objectives

- 3.3 Improvement Objectives are scored based on the council's self-evaluation framework, as set in the Improvement Plan 2015-17. Performance against them is reported in the Stage 2 Improvement Plan published in October each year. The quarter 2 progress report has not been evaluated on this basis as there is a range of evidence that still needs to be finalised.

## Outcome Agreement

- 3.4 The Outcome Agreement is evaluated annually using the Welsh Government scoring mechanism shown below. Outcome Agreement Theme 2 - has been scored as fully successful.

Definition	Points award
Fully Successful	2
Partially Successful	1
Unsuccessful	0
To be fully successful the Outcome Agreement must achieve at least 8 points from a possible 10 across the 5 themes within the agreement	

- 3.5 For the Outcome Agreement as a whole, the performance across all five themes indicates that MCC would be "Fully Successful" at the end of the year based on scoring 9 points out of a possible 10. This is the last year of the Outcome Agreement. The end of year report, as well as focussing on progress in 2015/16, will provide an evaluation of the progress and impact made since the agreement was implemented in 2013.
- 3.6 This report would usually contain a further appendix showing other national PIs relevant to the committee. However the transition to the new social services database means that while social workers continue to have reliable information of clients with which to manage cases, aggregate data requires further validation before being placed in the public domain.

## 4 REASONS:

- 4.1 To ensure that members have an understanding of performance against these areas of work and are able to scrutinise them to ensure a rigorous focus on improvement and delivering its priorities of education, support for vulnerable people, support for enterprise and job creation and maintaining locally accessible services.

## 5 AUTHOR

Matthew Gatehouse, Policy and Performance Manager

## 6 CONTACT DETAILS

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<b>MCC Improvement Objective 2: We will safeguard people, whether young or old, while reducing peoples dependence on social care</b>	
<b>Council Priority:</b> Safeguarding vulnerable people	<b>Single Integrated Plan Outcome:</b> Families are supported & Older people are able to live their good life
<b>What the Single Integrated Plan identifies that we will contribute to</b>	<b>Why have we chosen this?</b>
<p>For families to feel supported we need to:</p> <ul style="list-style-type: none"> <li>• Support our families earlier to prevent them becoming more vulnerable.</li> <li>• Better co-ordinate support which can react more quickly.</li> </ul> <p>For older people:</p> <ul style="list-style-type: none"> <li>• Enable older people to be fully independent, maintaining good mobility, health and well-being.</li> <li>• Nurture good support networks in the community.</li> <li>• Enable older people to do what matters to them</li> <li>• Focus on preventative health and well-being programmes for older people to live their good life we need to:</li> </ul>	<p>Protecting the vulnerable is one of our four priorities. In the current financial and demographic context if we don't find ways to support people to find better solutions we will end up rationing services and only intervening in crisis situations. The human cost of failing to have the right conversations at the right time includes young people placed in institutional placements away from home and older people experiencing isolation and loneliness in their communities.</p>
<b>Overview</b>	
<p>Community coordination is up-and-running, an evaluation is underway and initial analysis of the qualitative data is showing good results. The number of hours used as part of traditional care packages has reduced in the first six months of the year despite the pressure of an ageing population. A new approach to adult safeguarding is in place supported by a new and more resilient team structure. Satisfaction with adult social care remains above 90%.</p> <p>Following the deletion of the homelessness performance indicator from the national set we will use alternative measures to track progress. Alternative measures show that less families with children are being placed in B&amp;B and overall less B&amp;B accommodation is being used which are positive indicators of progress.</p> <p>A new efficient and effective social services care management ICT system has been introduced in both adult and children's services. Practitioners are now using the system to manage caseloads and further work is now underway to build the reporting tool that will ensure a flow of timely and reliable performance data to decision-makers</p> <p>In children's services the percentage of referrals during the year on which a decision was made within 1 working day has declined by 1.7 percentage points and the percentage of child protection reviews completed on time has declined by 4.5% points. The Safeguarding Unit has continued to produce a trio of reports which give good quality information and analysis to leaders to provide an overview and assurance of safeguarding arrangements – at time of writing we are awaiting feedback from Estyn about progress against the recommendations made following their 2012 visit.</p>	

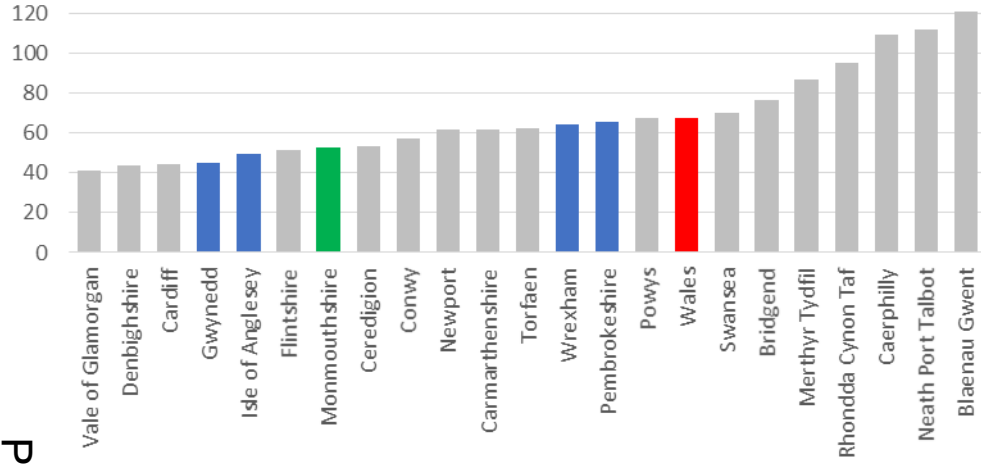
What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
Develop area based approaches which deliver more support through community networks.	March 2016	Measure: Fewer people needing long term care packages.	We have established community coordination and small local enterprises. They are making connections with people who may otherwise become dependent on statutory services and helping them identify and access other opportunities.	Individual case studies show some early successes with people engaging in community activities such as the U3A, Mends Shed and Freewheelers rather than accessing traditional services. Around 350 people every week benefit from the work of small local enterprise. These provide paid employment for 16 people and work experience of volunteering opportunities for a further 80 people	On target
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 10</p> Supplement the new adult safeguarding system.	March 2016	Milestone: A comprehensive service review has been carried out and a new team structure has been developed.	There has been significant progress in implementing the review recommendations. The new expanded Protection of Vulnerable Adults Team has been recruited and established in a base at Mardy Park.	The increased capacity in the POVA team has enabled it to have a greater focus on partnership working to change the emphasis from reporting to preventing abuse e.g. monitoring and identify a 'gang' of petty criminals in Abergavenny who are preying on vulnerable people.	On target
Ensure that senior leaders have good quality information and analysis available to provide assurance that children and young people are being safeguarded.	December 2015	Milestone: We receive confirmation from Estyn that we are effectively safeguarding children	We have developed a comprehensive reporting schedule to ensure that we are able to evaluate the impact of safeguarding. This has been supplemented by establishing a monthly briefing for Chief Officers, a cross-authority leadership group chaired by the Chief Executive and a forum for the Chairs of Select Committees to discuss Safeguarding and Corporate Parenting issues.	There is: an overarching Monmouthshire Safeguarding and Child Protection Policy in place that gives clear guidance for all settings; increased whole authority and political involvement; an audit programme ensures that individual settings adhere to the requirements of the policy and provide information regarding how they meet their safeguarding and child protection responsibilities and a robust system to respond to any concerns arising from professional allegations or	On target

				organised abuse. At time of writing we are awaiting the findings of Estyn's latest visit.	
Deliver the children's services action plan in response to the CSSIW in their <a href="#">latest inspection report</a> including: application of referral thresholds, timely initial assessments, quality of risk assessment and record keeping.	March 2016	Milestone: The majority of actions in the action plan will have been delivered. Measure: Percentage of referral decisions made in one day. Measure: Percentage of child protection reviews completed on time.	Progress has been made in a number of areas to date with key performance indicators improving markedly in 2014-15, however many of these have subsequently dipped. The service is facing pressures with an increase in children in the looked after system creating budgetary pressure. The service is once again requiring agency workers to fill posts and there remains a journey of improvement that children's services need to continue.	The percentage of referrals during the year on which a decision was made within one working day has declined by 1.7 percentage points since March 2015 and the percentage of child protection reviews completed on time has declined by 4.5% points.	Behind target
Introduce and embed a new efficient and effective social services care management ICT system.	July 2015	Milestone: New System in place.	A new ICT system is in place with adult services beginning using it in the first half of the year and children's services going live in the autumn.	The new system is in its early days. It has been developed to ensure the authority is well-placed to meet the requirements of the Social Services and Well-being Act (Wales) 2014. It will enable social worker time to spend less time at a desk and focus on client needs.	On target
We will strive to improve our performance in addressing Homelessness.	March 2016	Measure: Percentage of potentially homeless households prevented from becoming homeless.	We have continued the delivery of the joint Housing Solutions service with Torfaen County Borough Council.	The measure of homeless prevention has been removed from the national set. Other headline PI's continue to reflect improvement e.g. no. of determinations and acceptances. Less families with children are being placed in B&B and overall less B&B accommodation is being used which are positive indicators of progress.	On target

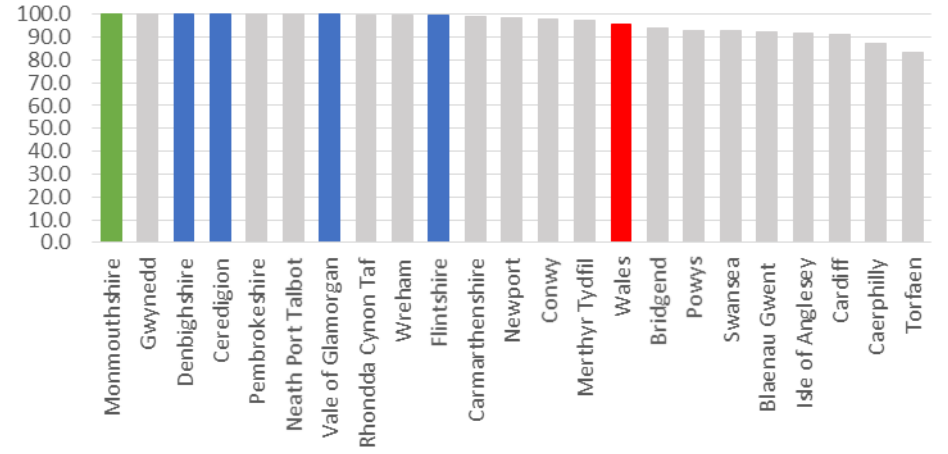
How will we know the difference it has made	2013/14	2014/15	2015/16 Target	2015/16 Q2	Trend
Number of older people receiving traditional long-term community based packages of social care	1168	1116	[target to be set after new ICT system goes live]	not yet available	not yet available
Percentage of reviews of children on the child protection register that were carried out on time	93.9	95.5	100	91.1	Behind target
Percentage of referral decisions to children's services made within one day	99.0	99.2	100	97.5	Behind target
Percentage of adult protection referrals where the risk is managed	81.2	100	100	100 (provisional)	On target
Percentage of all potentially homeless households for whom homelessness was prevented for at least 6 months	24.2%	44.4%	55%	not available	Not available
<b>Longer Term Measures</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16 Actual</b>		
Percentage of people using social services who report that they are happy with the service they receive	96	92	94		
Cost avoidance associated with delivering integrated adult social care and community coordination	£27,000	£211,978	Not yet available		
<b>Partners we are working with?</b>					
Gwent Police, Aneurin Bevan University Health Board, Gwent Association of Voluntary Organisations, other local authorities in Gwent, Welsh Government					
<b>How do we compare?</b>					
The charts below show comparative performance in 2014-15, which is the most recent set of figures available for all 22 council's in Wales. The Wales average is shown in red. Performance for comparable council's is shown in blue.					



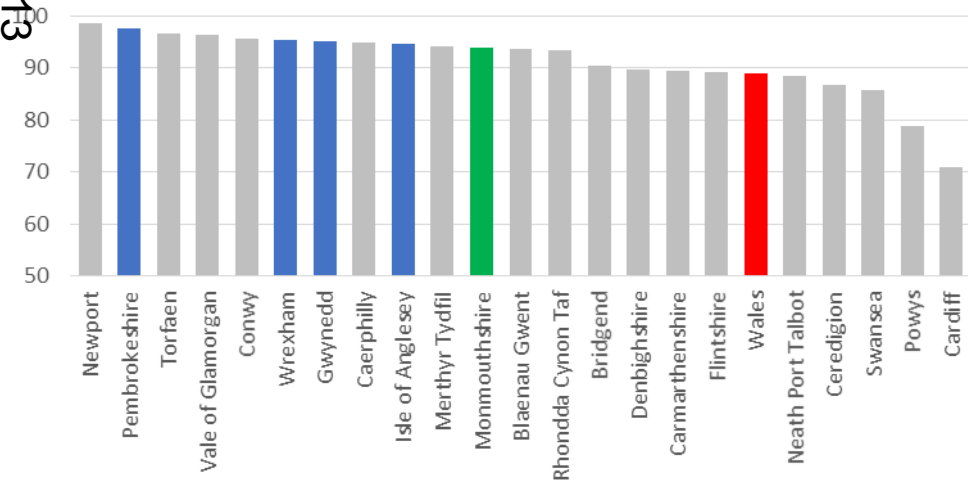
Rate of older people supported to live in the community



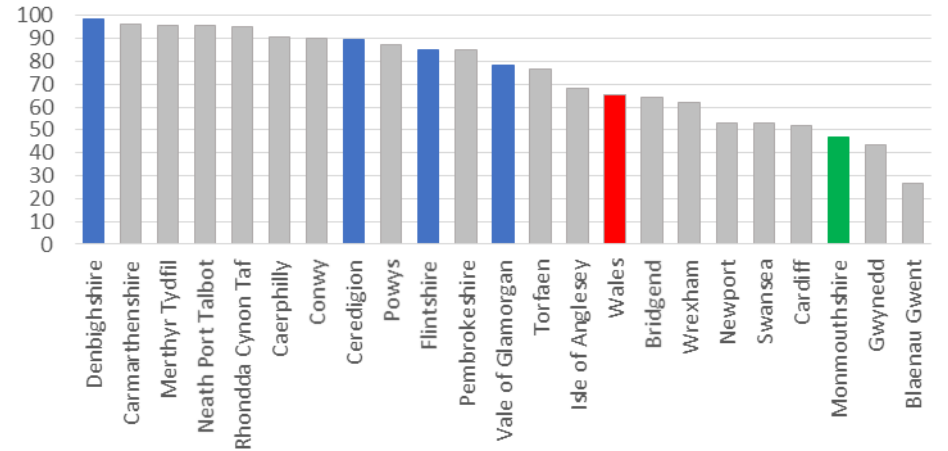
The Percentage of adult protection referrals completed where the risk has been managed



Percentage of reviews of children carried out on time



The percentage of all potentially homeless households for whom homelessness was prevented for at least 6 months



<b>Outcome Agreement Theme</b>	<b>Outcome Agreement Theme 2:</b> Ensuring people receive the help they need to live fulfilled lives
<b>Monmouthshire Theme(s)</b>	Older people are able to live their good life Vulnerable families are supported
<b>Wales Programme for Government Theme &amp; Outcome</b>	21 <sup>st</sup> Century Health Care Ensuring people receive the help they need to live fulfilled lives
<b>MCC Projected Score 2015/16</b>	Fully Successful
<b>Why we have chosen this objective</b>	
<p data-bbox="100 707 145 866" style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 14</p> <p data-bbox="73 754 716 786">For older people to live their good life we need to:</p> <ul data-bbox="168 794 2011 1042" style="list-style-type: none"> <li data-bbox="168 794 2011 826">• Enable older people to be fully independent, maintaining good mobility, health and well-being, confidence and dignity and plan for their futures.</li> <li data-bbox="168 834 1057 866">• Explore opportunities to work with our highly skilled older population.</li> <li data-bbox="168 874 808 906">• Nurture good support networks in the community.</li> <li data-bbox="168 914 1070 946">• Enable older people to do what matters to them when they choose to.</li> <li data-bbox="168 954 967 986">• Enable older people to stay out of hospital where appropriate.</li> <li data-bbox="168 994 622 1026">• Provide suitable support for carers.</li> <li data-bbox="168 1034 1126 1050">• Focus on preventative health and well-being programmes for older people</li> </ul> <p data-bbox="73 1074 808 1106">To better support our families to feel supported we need:</p> <ul data-bbox="123 1114 1126 1289" style="list-style-type: none"> <li data-bbox="123 1114 1126 1145">• To support our families earlier to prevent them becoming more vulnerable.</li> <li data-bbox="123 1153 920 1185">• Better co-ordinated support which can react more quickly.</li> <li data-bbox="123 1193 752 1225">• Good access to financial support and advice.</li> <li data-bbox="123 1233 1066 1265">• To ensure our families know how to access Domestic Abuse support.</li> <li data-bbox="123 1273 584 1289">• To support carers in all settings.</li> </ul>	

What will success look like?

People will be supported to stay strong, build personal, local and community solutions as an alternative to services. Our communities will be welcoming, inclusive and mutually supportive. As a single, local accessible point of contact for people and communities, we envisage that Community Coordinators (formerly Local Area Co-ordinators) will become the new 'front end' of services, and will simplify (and better connect) the system for local people.

We will have new ways of working in place that:

- Divert people from statutory services
- Prevent or reduce people's dependence upon statutory services
- Provide real choice and control for people regarding the support and services which best enable them to live their lives and meet their health and support needs
- Develop robust communities through increased connection and support

During the term of the agreement we will:	What have we done so far?	What difference has it made so far?	Progress
<p>Produce a robust business case to secure funding to deliver a local area co-ordination pilot</p>	<p>Cabinet agreed the business case and funding for local area co-ordination in October 2014. The project is now known as community coordination to avoid confusion with Looked After Children. It is being overseen by a steering group of partners including Aneurin Bevan Health Board, Gwent Police, the voluntary sector and Registered Social Landlords.</p>	<p>We have generated support for the programme and established clear metrics that will enable us to evaluate success. Cabinet agreed funding for the pilot, however successful bids to external sources of revenue, including the Intermediate Care Fund have also been successful.</p>	<p>Achieved</p>
<p>Establish community coordination pilot in Abergavenny and Caldicot and decide whether or not to use throughout the county.</p>	<p>Abergavenny and Caldicot were identified as the sites for the pilots. These were launched at well-attended community events in the towns leisure centres in Autumn 2013 before being launched in April 2014 (Abergavenny) and June 2014 (Caldicot)</p>	<p>Coordinators are working in these towns to develop inclusive and mutually supportive communities. As a place based, point of contact, coordinators are working to simplify (and better connect) the system for local people. Individual case studies show some early successes. A group of officers has been formed to produce an evaluation of the pilot, this will be presented to members in the first half of 2016</p>	<p>On Target</p>
<p>Appoint four co-ordinators</p>	<p>Two community coordinators have been appointed as part of the pilot phase. In line with the business case we will not be appointing the additional coordinators until a full evaluation has been undertaken.</p>	<p>To date our coordinators have engaged with over 1000 individuals. Individual case studies show positive impact, a judgement on the effectiveness of the work will be given after the full evaluation is completed</p>	<p>On Target</p>

Establish small local enterprises as alternatives to existing service provision beginning in 2014-15	We have appointed a small local enterprise co-ordinator. They are working with individuals to support the development of new enterprises and assist early stage enterprises reach fruition.				16 people are in some form of paid employment on a regular basis per week; 80 people in unpaid employment on a regular basis per week; 25 people in unpaid employment for event management; 351 beneficiaries per week from enterprises ; 1600 people who have benefitted from coming to event		On Target
Put in place a learning and evaluation framework	We worked with Innovation Foundation, Nesta, to develop a robust learning and evaluation framework so that we could properly understand what works				The framework means we are able to capture evidence about what works and what doesn't at the level of the individual. However some of the elements we had been expecting to capture as evidence have not been possible meaning we lack some of the aggregated data we had expected to have at this stage to evaluate and evolve the programme as it develops.		Achieved
	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Target	2015/16 Actual	RAG & Trend	Comment
How much did we do?							
Net investment to deliver Community Coordination (£)		Business Case approved in October 2013	£185,611	160,125	Not available until – pending reports from new social care system	-	Data from financial reports suggests that this figure is likely to be in course. However we are unable to report a figure at this time.
Number of Local Area Coordinators in post	0	2	2	4	2	On-Target	
Number of small local enterprises established	not yet underway	0	25	25	23	Improved / On Target	The reason for the decline is that 3 were events; one was temporary and one has stopped. There are 14 new small local enterprises being developed that are not included in this figure.

Number of people (18+) in receipt of traditional care packages to keep them at home (monthly)	1668	1620	1542	1664 (or lower)	Figure not currently available	-	Data from financial reports suggests that this figure is likely to be in course. However we are unable to report a figure at this time.
How well did we do it?							
Number of delayed transfers of care from hospital that were because social care was not in place	16	17	13	<20	26	Declined / missed target	A number of problems have been highlighted with the system for validating delayed transfers of care for social care reasons. This number is likely to be lower than stated here once verification is complete
Cost avoidance against forecast expenditure associated with an ageing population	new	£27,352	£211,875	£380k - £760K	Not available until – pending reports from new social care system	-	Data from financial reports suggests that this figure is likely to be in course. However we are unable to report a figure at this time.
Number of people supported through small local enterprises	new	new	202	to be set	351	Improved / On Target	
How well did we do it?	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Target	2015/16 Actual	RAG & Trend	Comment
Is anyone better off?							
Percentage of people giving positive responses to a new well-being questionnaire that will be used by community coordinators	not yet underway	Milestone: Questions Piloted		Not set	100%	On Target	All respondents gave a positive response for at least one of the outcomes being measured. The outcomes included: 'Made new friends' – 92% of people; 'Feel Supported' – 58% of people;

							'Improved well-being' – 50% of people.
Number of individuals supported to actively engage in their local community	new	new	43	80	69	Improved / On Target	We are likely to exceed the target by year end building on the number of people engaged at the six month stage
Number of community connections (Individual or Family) established by Local Area Co-ordination	not yet underway	None established during 2013-14	This measure has been removed as it has not proved possible to develop through the pilot phase.				

<b>SUBJECT</b>	<b>REVENUE &amp; CAPITAL MONITORING 2015/16 MONTH 6 OUTTURN FORECAST STATEMENT</b>
<b>DIRECTORATE</b>	<b>Chief Executive's Unit</b>
<b>MEETING</b>	<b>Adult Select Committee</b>
<b>DATE</b>	<b>8th December 2015</b>
<b>DIVISIONS/ WARD AFFECTED</b>	<b>All Authority</b>

**1. PURPOSE**

- 1.1 The purpose of this report is to provide Select Committee Members with information on the forecast revenue outturn position of the Authority at the end of reporting period 2 which represents month 6 financial information for the 2015/16 financial year.
- 1.2 This report will also be considered by Select Committees as part of their responsibility to,
- assess whether effective budget monitoring is taking place,
  - monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
  - challenge the reasonableness of projected over or underspends, and
  - monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

**2. RECOMMENDATIONS PROPOSED TO CABINET**

- 2.1 That Members consider the position concerning the second period of revenue monitoring in 2015/16 (£1.066 million deficit) and seek a further report back to the next Cabinet outlining the Recovery Plans to be put in place to address the overspends in service areas
- 2.2 That Members note the forecast use of earmarked reserves and, in order to ensure adequacy of reserves for the MTFP, approve the following change in practice:

- Increase workforce planning and redeployment to reduce the need for reserves to cover redundancies
- Any request for reserve funding must first explore whether existing budgets, or external funding sources can be used for the proposal accepting this may require a change in priorities if existing budget are used
- Use of reserves to implement budget savings must use the saving first to repay the reserve
- IT investment bids will need to be considered in the core capital programme when the IT investment reserve is extinguished, this may necessitate displacing some of the core capital programme allocations depending on the priorities agreed

2.3 Members consider the position concerning period 2 Capital Monitoring with a revised budget of £60.496 million for the 2015/16 financial year.

### 3. MONITORING ANALYSIS

#### 3.1 Revenue Position

3.1.1 Revenue budget monitoring information for each directorate's directly managed budgets is provided together with information on corporate areas.

#### 3.1.2 Responsible Financial Officer's Summary of Overall Position Period 2

<b>Table 1: Council Fund 2015/16 Outturn Forecast Summary Statement at Period 2 ( Month 6 )</b>	<b>Annual Forecast @ Month 6</b>	<b>Revised Annual Budget @ Month 6</b>	<b>Forecast Over/(Under) Spend @ Month 6</b>	<b>Forecast Over/(Under) Spend @ Month 2</b>	<b>Forecast Variance Month 2 to Month 6</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Social Care & Health	39,237	38,136	1,101	519	582
Children & Young People	51,427	51,230	197	274	(77)
Enterprise	9,900	9,299	601	338	263
Operations	16,723	16,384	339	634	(295)
Chief Executives Unit	6,825	6,856	(31)	(120)	89



Corporate Costs & Levies	18,190	18,251	(61)	63	(124)
<b>Net Cost of Services</b>	<b>142,302</b>	<b>140,156</b>	<b>2,146</b>	<b>1,708</b>	<b>438</b>
Attributable Costs – Fixed Asset Disposal	182	233	(51)	0	(51)
Interest & Investment Income	(84)	(51)	(33)	(30)	(3)
Interest Payable & Similar Charges	3,279	3,661	(382)	(202)	(180)
Charges Required Under Regulation	5,752	5,722	30	74	(44)
Contributions to Reserves	90	90	0	0	0
Contributions from Reserves	(1,287)	(1,395)	108	(90)	198
<b>Amounts to be met from Government Grants and Local Taxation</b>	<b>150,234</b>	<b>148,416</b>	<b>1,818</b>	<b>1,460</b>	<b>358</b>
General Government Grants	(67,642)	(67,642)	0	0	0
Non-Domestic Rates	(26,737)	(26,737)	0	0	0
Council Tax	(60,694)	(60,094)	(600)	(500)	(100)
Council Tax Benefits Support	5,945	6,097	(152)	(93)	(59)
<b>Net Council Fund (Surplus) / Deficit</b>	<b>1,106</b>	<b>40</b>	<b>1,066</b>	<b>867</b>	<b>199</b>
<b>Budgeted contribution from Council Fund</b>	<b>0</b>	<b>(40)</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<b>1,106</b>	<b>0</b>	<b>1,066</b>	<b>867</b>	<b>199</b>
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3.1.3 The bottom line situation, a £1,066,000 potential overspend, has continued to be mitigated significantly by anticipated net Council Tax receipts and favourable treasury considerations. The net cost of services pressure is £2,146,000, with the main overspending areas being:

- Children’s social services (£1.1 million overspend),
- Enterprise Directorate (£601K overspend), relating to markets, community education, community hubs, IT, Leisure and Museums
- Operations Directorate (£339k overspend) relating to Home to School transport, and Property services
- CYP Directorate (£196k overspend) relating to the Youth Service

3.1.5 As part of the outturn report presentation to Cabinet and Selects it was explained that a review would be done of adhoc savings made during the year in more detail to assess those that could be of a permanent or long term nature that could be considered by members as replacing the mandated savings not made in 2014-15 totalling £571,000. This work is still on going.

3.1.10 Given the financial challenges that will continue to face the Authority for the foreseeable future, Chief Officers continue to be tasked with ensuring that services live within the budgets and savings targets set for the current financial year. Monitoring reports will seek to contain the information on what is being done to manage the over spends identified and the positive action that is required to ensure that the budget is not breached.

3.1.11 A summary of main pressures and under spends within the Net Cost of Services Directorates are presented here:

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since <b>Period 2</b>  Red= Adverse (Green) = Favourable	Headline Comment
<b>Social Care &amp; Health (SCH)</b>					
<b>ADULT SERVICES</b>					

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2  Red= Adverse (Green) = Favourable	Headline Comment
Severn View DC & My Day DC	(24)	0	(24)	(9)	Underspend due to low Superannuation take up and manager temporarily reduced to a 3 day week.
MardyPark Rehabilitation Unit	(12)	0	(12)	17	Section 33 income is running ahead of budget but has reduced
MardyPark	48	0	48	(47)	Due to low level of income as a result of falling long term clients. A recently approved transformation model will look to readdress this position.
Severn View Residential	61	0	61	(12)	Combination of mandate savings not being achieved plus lower income charges from less full paying clients.
Direct Care	(80)	0	8	(88)	Reflects increased income from client referrals and Management vacancy
Transition Co-operative	(24)	0	(24)	8	Relates to income from staff seconded to an external agency.
Adult Services Man/Support	(99)	0	(99)	(40)	Current Disabilities team manager vacancy plus ICF grant meeting costs of the Direct Care team manager.
<b>CHILDREN SERVICES</b>					
Fostering Allowances and Payments For Skills	156	0	168	(12)	We are paying for an additional 7 children in foster placements with the age mix of children altering leading to increased payments. Skills payments to foster carers has also risen with the numbers of SGO's supported through this budget increasing by 7 this year.
Younger People's Accommodation	(96)	0	(99)	3	A vast amount of work has been undertaken in this budget over the past two years to deliver, at present, an under spend. This budget is prone to volatility and we will continue to monitor over the year before deciding on viring budget to a different cost centre.
Ty'r Enfys	(52)	0	(52)	(8)	This facility with now remain closed for the entire year.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2  Red= Adverse (Green) = Favourable	Headline Comment
Counsel Costs	18	0	18	(55)	This service has received extra budget provision during the period of reporting
Therapeutic Service	(28)	0	(26)	(2)	Under spend due to vacant Play Therapist post being filled on a part time basis from 07/09/15
External Placements - LAC	920	0	920	508	Current activity is 64 placements and we are seeing a full year effect of placements that only entered the system in the latter part of last year.
External Placement - Non-LAC	(97)	0	(97)	(21)	This cost centre is generally used to fund the over spend within S026.
GWICES (Gwent Wide Integrated Community Equip Services	(26)	0	(26)	(1)	Forecast based on GWICES report for August 2015 received from the host Torfaen CBC
Other Children's Services –appendix 6	(2)	0	(2)	32	
SCYP - Placement & Support Team	128	0	128	43	Over spend due to use of agency staff, contact and assessment costs and home to school transport. More recently this budget has funded building work to create in house contact centres.
Children Services Safeguarding Unit	(21)		(21)	(8)	A vacant part time Independent Reviewing Officer post not expected to be filled until 01/01/16.
SCYP - Supporting Children & Young People Team	198	0	198	130	Overspend relates to the employment of 5 agency workers to cover staff sickness and capacity issues and a 77% increase in transport costs since last year.
Disabled Children	88	0	88	22	Large part of overspend relates to the continued use of agency staff to cover sickness and the employment of a Student Placement Social Worker.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2  Red= Adverse (Green) = Favourable	Headline Comment
FRS – Family Support Team	27	0	27	119	This budget is currently employing the services of 12 social workers to cover for various staff absences.
Bus Cases / Temp Funding - Cabinet 06/05/15	83	0	83	(129)	£68,000 relates to the employment of permanent staff
<b>COMMUNITY CARE</b>					
Aids for Daily Living	(31)	0	(99)	67	Forecast based on GWICES report for August 2015 received from the host Torfaen CBC
Adult Transformation	(57)	0	(57)	(56)	Delay reserve funding by £57K into 2015/16. Head of Service to make formal reserve slippage request.
Other Social Care	32	n/a	32	98	See appendix 6
<b>COMMISSIONING</b>	(7)	0	(3)	(4)	See appendix 6
<b>RESOURCES</b>	(1)	0	(1)	27	See appendix 6
<b>Total SCH at Month 6</b>	<b>1,101</b>	<b>0</b>	<b>1,101</b>	<b>582</b>	<b>Total SCH Outturn at Month 6</b>

<b>Children &amp; Young People (CYP)</b>					
ISB	28	0	28	28	Additional costs of protection at schools and additional teacher
Management	36	n/a	36	(8)	Efficiency savings for the directorate still to be identified
Support Services	37	n/a	37	20	Legal costs incurred by the Authority

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since <b>Period 2</b>  Red= Adverse (Green) = Favourable	Headline Comment
Additional Learning needs	(102)	n/a	(102)	(134)	Recoupment income is anticipated to be £102k more than budgeted.
Primary Breakfast Initiative Grant	55	n/a	55	(6)	Take up continues to increase and therefore resulting in additional staffing requirements.
Community Education Youth General	0	137	137	23	Progression made towards mandate saving. Additional funding avenues being explored in order to reduce current forecasted overspend.
Other CYP	5	n/a	5	0	See Appendix 7
<b>Total CYP at Month 6</b>	<b>59</b>	<b>137</b>	<b>196</b>	<b>(77)</b>	<b>Total CYP Outturn at Month 6</b>

<b>Enterprise (ENT)</b>					
Sustainability	50	33	83	21	Sections' inability to achieve the expected income targets.
Strategic Property Management	(57)	0	(57)	(47)	Under spend relates partly to a staff vacancy, and a reduction in budgeted professional fee's
Cemeteries	(42)	n/a	(42)	(2)	Increase in budgeted income along with lower than anticipated expenditure,
County Farms Unit	9	n/a	9	39	Lower than anticipated maintenance costs
Markets	38	70	108	(2)	Overspend on employee costs due to delayed implementation of restructure along with unbudgeted overtime. The section is also forecasting an inability to meet the increase income target (Mandate £50k Markets Income)

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2  Red= Adverse (Green) = Favourable	Headline Comment
Community Education	90	0	90	90	£50,262 relates to one off redundancy costs which the section requests reserve funding. The remaining £40,000 due to the reduction in franchise income
Community Hubs	190	125	315	263	Increase staffing costs are due to the delayed implementation of the Community Hubs restructure and the mandated savings of £250k relating to a full year of savings. The community Hubs are likely to achieve savings of six months from September 2015.
Homelessness	(49)	0	(49)	(49)	Funding of the Financial Inclusion Officer coming from the Implementing the Housing Act Grant £28,000 and a reduction in expenditure against B&B accommodation.
Lodgings Scheme	(45)	0	(45)	(45)	Occupancy levels being forecast at a fairly high level therefore increasing the amount of rental income and HB benefit.
Whole Place	(42)	n/a	(42)	(16)	Staff vacancies - Delayed appointment
ICT General Overheads	0	110	110	10	The 100k savings that were to be achieved through in-house software development and the sale of products will not occur. Other options to look for alternative savings are being actively sought.
Development Plans	(150)	0	(150)	(150)	LDP savings as scheme unlikely to be implemented in 2015-16
Leisure Services	60	35	95	95	20k over spend from Children's Services. 30k relates to a Learning Co-ordinator post that is not grant funded anymore, 20k 3G pitch income issues with the lighting and electricity supply
Museums, Shirehall, Caldicot Castle & Country Parks	105	45	150	70	Budget does not reflect the cost to run the service. Historic budget assumptions along with 24k savings from 13-14 carried forward will not be made. Income on target for 15-16 but spend to achieve this income will be over budget.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since <b>Period 2</b>  Red= Adverse (Green) = Favourable	Headline Comment
Other Enterprise	26	0	26	(13)	See Appendix 6
<b>Total ENT at Month 6</b>	<b>183</b>	<b>418</b>	<b>601</b>	<b>263</b>	<b>Total ENT Outturn at Month 6</b>

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since <b>Period 2</b>  Red= Adverse (Green) = Favourable	Headline Comment
<b>Operations (OPS)</b>					
Public Transport Subsidy Grant	(48)	0	(48)	(48)	Administering the Bus Services Support Grant is claimable against the grant £50,000, this has been off set by small over spends on vehicle costs of £2,000.
Home To School Transport	234	101	335	35	The over spend against budget is due to similar issues to that in 2014-15, in particular the assumed ALN transport savings have proven unachievable, budgeted increased income levels were not made whilst at the same time corporate budget decisions regarding reductions in overtime costs were imposed. A mandate has been put forward to highlight the fact that the service cannot operate within its existing budget and has requested further funding via the MTFP in 2016-17.
Building Cleaning	(70)	90	20	(30)	Overspend due to delayed implementation of the mandate saving - transferring public conveniences to town councils.



Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2  Red= Adverse (Green) = Favourable	Headline Comment
Schools Catering	35	n/a	35	(20)	the section is continuously improving meal numbers and so overspend reduced from M2
Procurement	0	n/a	0	72	Now forecasting a balanced position
Resources	103	n/a	103	(197)	variance from month 2 is partly due to an increase in fee's chargeable to the 21st century schemes in this year's programme A virement from procurement of £79k improved position
Accommodation	(150)	n/a	(150)	(25)	Underspend due to a continued reduction in premises and supplies and services costs on all accommodation
Highways	(65)	50	(15)	(15)	Advertising income will not be fully achieved as Cabinet approval was only granted in May. increased income relating to Fixed Penalty notices on Street works,
Refuse & Cleansing Operations	(66)	86	20	(106)	pressures of the budget mandates are still real, however have been mitigated by a reduction in fuel costs (£60k benefit from budget) and a reduction in Superannuation as about 20 staff have opted out of the Council provided pension (£96k). Managers are to engage with staff to ensure that their decision to opt out of the pension is what they want to do, so this may not be a recurring saving.
RAG Training	46	0	46	46	Has seen demand fall due to both increasing competition from other training providers and Council's facing major budget pressures only undertaking mandatory training.
Other Operations	(7)	0	(7)	(7)	See Appendix 9
<b>Total OPS at Month 6</b>	<b>(2)</b>	<b>341</b>	<b>339</b>	<b>295</b>	<b>Total OPS Outturn at Month 6</b>

<b>Chief Executive's Office (CEO)</b>					
<b>Directorate / Service area</b>	<b>Forecast Outturn Position exclusive of savings not yet achieved</b>	<b>Targeted 2015-16 Savings not yet realised</b>	<b>Forecast Outturn Position <u>net</u> of savings not achieved</b>	<b>Movement since Period 2</b>	<b>Headline Comment</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>Red= Adverse (Green) = Favourable</b>	
Customer Relations	12	0	12	12	Professional fees incurred during a complaint investigation.
Benefits	(30)	n/a	(30)	90	Increases in the bad debt provision and a net increase in Housing Benefit expenditure.
Council Tax & NNDR Administration	65	0	65	65	Forecast shortfall in income from court fees, includes potential redundancy costs for Officer
Cashiers	16	0	16	16	Overspend is largely attributable to estimated annual card fees made to Global Payments
Revenues Systems Administration	(43)	0	(43)	(43)	Vacant post, reduced petrol costs due to long term sickness and reduced system costs as proportion now charged to Housing Benefits
Financial Systems Support and VAT	(7)	0	(7)	(7)	additional income from Schools following the renegotiation of contract costs
Communications	30	0	30	30	due to an under recovery of costs for the post of Digital Media Designer
Policy and Partnership Management	(29)	0	(29)	(29)	Mainly £23,000 of one off LSB grant attributable to a post which is currently vacant
Other CEO	(45)	0	(45)	(45)	See Appendix 10
<b>Total CEO at Month 6</b>	<b>(31)</b>	<b>0</b>	<b>(31)</b>	<b>89</b>	<b>Total CEO Outturn at Month 6</b>

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
<b>Corporate (COL)</b>					
Audit Commission Fees (Certification Grant Claims)	(22)	n/a	(22)	4	Forecasted saving in relation to the auditing of grant claims
Coroner Fees	16	0	16	6	Original budget insufficient for service costs
HMRC Rate Reimbursements	(36)	0	(36)	(19)	VAT rebates exercise
Early Retirement Pension Costs	150	n/a	150	16	Additional cost of redundancies notified in latter part of 2014/15& during 2015/16
Insurance Premium Payment(Direct)	(60)	n/a	(60)	(18)	Based on reduction in premium costs as a result of the tender completed in September 2015.
Indirect Revenue Gains Reserve	(114)	0	(114)	(104)	Rate rebates from MCC Properties
Other Corporate	6	0	6	(5)	See appendix 11
<b>Total COL at Month 6</b>	<b>(60)</b>	<b>0</b>	<b>(60)</b>	<b>(124)</b>	<b>Total COL Outturn at Month 6</b>

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
<b>Appropriations (APP)</b>					

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since <b>Period 2</b>  Red= Adverse (Green) = Favourable	Headline Comment
Attributable Costs - Fixed Asset Disposal	(51)	0	(51)	(51)	Some schemes have underspent as sold without incurring costs; but virements will be made to other schemes now being planned. Underspends on those schemes will be slipped to 16/17 (£102k) to complete schemes
Interest and Investment Income	(33)	0	(33)	(4)	Increased cash income due to increased cash balances - in turn due to temporary borrowing taken out when rates were advantageous to prevent concentrated borrowing at difficult times.
Interest Payable and Similar Charges	(382)	n/a	(382)	(180)	Movement from Month 2 mainly due to long term borrowing now no longer being forecast in year (£9m at month 2); Temporary borrowing has not increased due to slippage on 21C schools programme.
Charges Required Under Regulation	30	n/a	30	(44)	MRP reduction due to 14/15 slippage (-£137k) removed as incorrect - Offset by reduction in MRP relating to annuity funding of 21C schools program - delayed to 18/19 expected date of school opening
Earmarked Contributions From Reserves (Revenue)	108	n/a	108	198	
Other Appropriations	0	0	0	0	
<b>Total APP at Month 6</b>	<b>(328)</b>	<b>0</b>	<b>(328)</b>	<b>(81)</b>	<b>App Outturn at Month 6</b>
<b>Financing (FIN)</b>					
Council Tax	(600)	n/a	(600)	(100)	Surplus due to projected better Council Tax Collection rates.



<b>Clusters</b>							
Abergavenny	(412)	124	(24)	(19)	<b>(431)</b>	(312)	(119)
Caldicot	(426)	275	(23)	153	<b>(273)</b>	(174)	(99)
Chepstow	98	36	9	63	<b>161</b>	143	18
Monmouth	(424)	166	27	154	<b>(270)</b>	(231)	(39)
Special	24	(18)	(10)	105	<b>129</b>	(4)	133
	<b>(1,140)</b>	<b>583</b>	<b>(21)</b>	<b>456</b>	<b>(683)</b>	(578)	<b>105</b>

- 3.2.2 School balances at the beginning of the financial year amount to £1,140,000. The Schools budgeted draw upon balances is forecasted to be £456,000 for 2015/16, therefore leaving £683,000 as forecasted closing reserve balances.
- 3.2.3 Within these summary figures, of particular note, is the deficit reserve position forecasted for the Chepstow Cluster, Chepstow Comprehensive school have a recovery plan in place, the latest forecast indicates an increase in the deficit for the school. This is due to the contribution to redundancy costs that the school has incurred. The recovery plan is currently being reviewed and given the number of pupils on roll this deficit will still be met over the duration of the plan.
- 3.2.4 5 schools exhibited a deficit position at the start of 2015/16; Llanvihangel Crocorney (£15,039), Castle Park (£39,730), Chepstow Comprehensive (£388,687) Llandogo (£12,347) and Mounton House Special School (£25,955). Of these five schools the following two have seen an increase in their deficit balance at month 6, Llanvihangel Crocorney (£33,714), this is due to the pupil numbers in the school increasing and therefore an additional teacher needed to be employed and Mounton House Special School (£136,144), due to significant staffing changes and a delay in grant funding through the ESF project. One more school, Overmonnow is now reporting a deficit, (£8,239), this is again due to an increase in pupil numbers resulting in an additional teacher being employed. Overmonnow are in the process of developing a recovery plan.
- 3.2.5 Schools balances are exhibiting a fluctuating trend with some schools showing a continuing reduction in schools balances which is of concern and others a more balanced trend.

<b>Financial Year-end</b>	<b>Net level of School Balances</b>
2011-12	(965)
2012-13	(1,240)
2013-14	(988)

2014-15	(1,140)
2015-16 (Forecast)	(683)

3.2.6 There has been a significant reliance on reserve balances to supplement school spending plans in the last 4 years across individual schools with a certain amount of replenishment. As a rough guide, prior to 2010, Welsh Government advocated that school balance levels equated to no more than £50,000 for a primary school and £100,000 for a secondary school. Members may wish to seek a comfort that balances aren't being used to subsidise and sustain core costs such as staffing.

3.2.7 Further information on Schools is provided in Children & Young People Select Appendix 5.

### 3.3 **2015/16 Savings Progress**

3.3.1 This section monitors the specific savings initiatives and the progress made in delivering them in full by the end of 2015/16 financial year as part of the MTFP budgeting process.

In summary they are as follows:

#### **2015/16 Mandated Budgeted Savings Progress at Month 6**

<b>DIRECTORATE</b>	<b>Specific Savings Initiatives 2015/16 £'s</b>	<b>Savings Identified @ Month 6 £'s</b>	<b>Percentage Progress In Savings Achieved %</b>	<b>Delayed Savings to 2016/17 £'s</b>	<b>Savings Unachievable in 2015/16 £'s</b>
<b>Children &amp; Young People</b>	1,514,000	1,377,000	<b>91%</b>	137,000	0

<b>Social Care &amp; Health</b>	274,000	274,000	<b>100%</b>	0	0
<b>Enterprise</b>	1,392,983	974,983	<b>70%</b>	125,000	293,000
<b>Operations</b>	1,513,000	1,258,000	<b>83%</b>	50,000	205,000
<b>Chief Executives Office</b>	85,000	85,000	<b>100%</b>	0	0
<b>Total Budgeted Savings</b>	<b>4,779,983</b>	<b>3,969,983</b>	<b>83%</b>	<b>312,000</b>	<b>498,000</b>

- 3.3.2 Forecasted mandated savings are currently running at 83%, with £498,000 being deemed unachievable at the end of month 6, and a further £312,000 unlikely to crystallise in 2015-16.
- 3.3.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.
- 3.3.4 The savings appendix also has a traffic light system to indicate whether savings are likely to be achieved or have reasons explaining the mandates delayed implementation. The following savings mandates are still reported to be high or medium risk.

#### Operations (OPS)

- Home to School Policy Changes of £29,000 have been deemed to be unachievable due to other budget pressures within the Transport Section, although £72,000 of the total has been achieved.
- The £50,000 saving for the Transfer of Public Conveniences to Town Councils has not been achieved and £40,000 of additional external income has not been achieved within the Waste section.
- Highways advertising income forecasting a £50,000 shortfall due to implementation of the scheme due to planning issues.
- Route Optimisation has £86,000 of unachievable costs due to unattainable savings in regard to leasing costs and delay in restructuring

#### Enterprise (ENT)



- Museums, Shirehall & Castles and Tourism – £15,000 shortfall due extra staffing requirements at Chepstow TIC and unattainable green screen savings (£10,000) and conservation income (£20,000).
- Utility supply issues at the Caldicot 3G sports pitch has resulted in reduced income (£20,000) and £15,000 for caretaker charges at Abergavenny Leisure Centre.
- The delayed implementation of the Community Hubs project has led to a £125,000 savings shortfall.
- Sustainable Energy Initiatives is reporting £33,000 of unachievable income targets
- In House development of ICT systems and associated income generation estimated at £110,000 will not occur with additional savings of £20,000 still be found from software contracts.
- MCC Markets are indicating that the extra income of £70,000 from the Markets and associated activities is unachievable due to budget pressures relating to the Borough theatre.

#### Children and Young People (CYP)

- The Youth Service are forecasting to achieve £63,000 of the mandated savings (£200,000) and are trying to identify the shortfall which has been reported as an over spend at month 6.

#### Social Care & Health (SCH)

- The Mandates for Adult Social Care Service re-design and the transfer of SCH Transition project staff to Bright New Futures are forecast to be fully achieved.

#### Chief Executive's Office

- All current financial year savings have been identified within the Chief Executive's section of responsibility.

### **3.4 Capital Position**

3.4.1 The summary Capital position as at month 6 is as follows

<b>MCC CAPITAL BUDGET MONITORING 2015-16 AT MONTH 6 by SELECT COMMITTEE</b>						
<b>CAPITAL BUDGET SELECT PORTFOLIO</b>	<b>Annual Forecast</b>	<b>Slippage Brought Forward</b>	<b>Total Approved Budget 2015/16</b>	<b>Provisional Capital Slippage to 2016/17</b>	<b>Revised Capital Budget 2015/16</b>	<b>Forecasted Capital Expenditure Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Children &amp; Young People</b>	13,727	7,267	51,311	(34,566)	16,745	(18)
<b>Adult</b>	353	35	353	0	353	0
<b>Economic &amp; Development</b>	642	531	706	(70)	636	6
<b>Strong Communities</b>	7,588	2,940	8,127	(578)	7,549	40
<b>Capital Schemes Total</b>	<b>25,310</b>	<b>10,773</b>	<b>60,496</b>	<b>(35,214)</b>	<b>25,282</b>	<b>28</b>

<b>MCC CAPITAL BUDGET MONITORING 2015-16 AT MONTH 6 By SCHEME CATEGORY</b>						
<b>CAPITAL BUDGET SCHEME</b>	<b>Annual Forecast</b>	<b>Slippage Brought Forward</b>	<b>Total Approved Budget 2015/16</b>	<b>Provisional Capital Slippage to 2016/17</b>	<b>Revised Capital Budget 2015/16</b>	<b>Forecasted Capital Expenditure Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Asset Management Schemes</b>	3,371	889	3,354	0	3,354	18
<b>Future Schools</b>	15,136	6,699	49,702	(34,566)	15,136	0
<b>Other School development Schemes</b>	251	219	269	0	269	(18)
<b>Infrastructure &amp; Transport</b>	3,174	670	3,242	(68)	3,174	0
<b>Regeneration Schemes</b>	972	947	1,208	(247)	960	12
<b>Sustainability Schemes</b>	81	81	81	0	81	0
<b>County Farm Schemes</b>	347	152	352	0	352	0

<b>Inclusion Schemes</b>	1,354	348	1,354	0	1,354	0
<b>ICT Schemes</b>	304	188	288	0	288	16
<b>Other Schemes</b>	318	581	646	(333)	313	0
<b>Capital Schemes Total</b>	<b>25,310</b>	<b>10,773</b>	<b>60,496</b>	<b>(35,214)</b>	<b>25,282</b>	<b>28</b>

### 3.5 Proposed Slippage to 2016-17

3.5.1 The only major proposed slippage apparent at month 6 relates to 21c schools initiative, and reflects the latest cashflow profile provided by CYP colleagues.

### 3.6 Capital Outturn

3.6.1 After allowing for the slippage volunteered by services, the capital programme for 2015-16 is forecasting to be £28,000 over spent at Month 6.

3.6.2 This prediction is unlikely to be the reality, because the levels of actual capital expenditure incurred by the end of month 6 doesn't provide a sufficiently robust measure on which to base a greater accuracy of forecast.

### 3.7 Capital Financing and Receipts

3.7.1 Given the anticipated capital spending profile reported in para 3.4.1, the following financing mechanisms are expected to be utilised.

<b>MCC CAPITAL FINANCING BUDGET MONITORING 2015-16 AT MONTH 6 By FINANCING CATEGORY</b>						
<b>CAPITAL FINANCING SCHEME</b>	<b>Annual Forecast Financing</b>	<b>Slippage Brought Forward</b>	<b>Total Approved Financing Budget 2015/16</b>	<b>Provisional Budget Slippage to 2016/17</b>	<b>Revised Financing Budget 2015/16</b>	<b>Forecasted 2015/16 Capital Financing</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>

Supported Borrowing	2,420	0	2,420	0	2,420	0
General Capital Grant	1,462	0	1,462	0	1,462	0
Grants and Contributions	13,839	3,953	21,246	(7,406)	13,839	0
S106 Contributions	704	690	946	(247)	698	6
Unsupported borrowing	2,236	1,274	17,091	(14,856)	2,236	0
Earmarked reserve & Revenue Funding	998	409	1,248	(250)	998	0
Capital Receipts	3,421	4,414	15,894	(12,455)	3,439	(18)
Low cost home ownership receipts	189	33	189	0	189	0
Unfinanced	40	0	0	0	0	40
<b>Capital Financing Total</b>	<b>25,310</b>	<b>10,773</b>	<b>60,496</b>	<b>(35,214)</b>	<b>25,282</b>	<b>28</b>

### 3.8 Useable Capital Receipts Available

- 3.8.1 In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2015/19 MTFP capital budget proposals.

#### Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Balance b/f 1 <sup>st</sup> April	17,440	19,592	19,802	11,100
Receipts forecast to be received in year as 2015/19 MTFP	10,235	25,220	2,150	0
Increase / (decrease) in forecast receipts forecast at month 6	(5,009)	(1,320)	6,050	2,000
Deferred Capital Receipts	4	4	4	4

Less: Set aside Capital Receipts	0	(10,452)	0	0
Less: Receipts to be applied - General	(3,077)	(140)	(509)	(509)
Less : Receipts to be applied - 21C Schools	0	(13,103)	(16,397)	0
<b>TOTAL Actual / Estimated balance c/f 31<sup>st</sup> March</b>	<b>19,592</b>	<b>19,802</b>	<b>11,100</b>	<b>12,595</b>
TOTAL Estimated balance reported in 2015/19 MTFP Capital Budget proposals	11,660	21,104	11,542	10,388
<b>Increase / (Decrease) compared to MTFP Capital Receipts Forecast</b>	<b>7,932</b>	<b>(1,303)</b>	<b>(443)</b>	<b>2,207</b>

**Points to note:**

- The reduction in the capital receipts forecast in 2015/16 and increase in 2017/18 is due to the delay in 2 LDP receipts from 2015/16 to 2016/17 (£5.6m) and 2016/17 to 2017/18 (£6.2m).
- The increase in the Capital receipts balance of £7.9m compared to the MTFP at 31/3/2016 is mainly due to forecast slippage of receipts funded budgets (21C schools) to 2016/17 (£12.3m), offset by the reduction in forecast receipts in 2015/16 (£5m). By the end of the MTFP window these slippage effects are largely reversed.

3.8.2 The Council has agreed to the inclusion of 21c schools initiative within the Capital Program and this relies on utilising £29.7 million of capital receipts during this next 4 year MTFP period. Consequently the balance of capital receipts available for other schemes during this MTFP window has considerably reduced.

3.8.3 Despite changes in the timing of individual receipts, which remains a risk to the Council to ensure it has sufficient receipts to fund its expenditure aspirations in the years necessary and to avoid temporary borrowing costs, the balance of capital receipts available to fund capital expenditure, at the end of this next MTFP window has been revised to circa £10.3 million, as a consequence of additional receipts predominantly LDP related.

### 3.9 Reserve Usage

3.9.1 Revenue and capital monitoring reflects an approved use of reserves. Building upon the inclusion of a reserve summary provided as part of 2014-15 the following table indicates the anticipated position both at the end of 2015-16 but also the predicted position for 2016-17 based on decisions already made.

## SUMMARY EARMARKED RESERVES POSITION 2015-16

Earmarked Reserves	2014-15	Revenue Approved Usage		Capital Usage	2015-16	Revenue Approved Usage		Capital Usage	2016-17
	b/fwd	Replenishment of Reserves	Draw on Reserves			Replenishment of Reserves	Draw on Reserves		c/fwd
Invest to Redesign	(1,483,521)	(60,228)	797,362	402,095	(344,292)	(114,827)	270,737		(188,382)
IT Transformation	(639,840)		323,200	103,091	(213,549)				(213,549)
Insurance & Risk Management	(2,250,388)				(2,250,388)				(2,250,388)
Capital Receipt Regeneration	(460,342)		153,845	79,512	(226,985)			135,191	(91,794)
Treasury Equalisation	(990,024)				(990,024)				(990,024)
Redundancy & Pensions	(599,936)		325,434		(274,502)		192,126		(82,376)
Capital Investment	(1,620,945)	(15,500)		528,611	(1,107,834)			518,541	(589,293)
Priority Investment	(1,973,294)		759,050	648,877	(565,367)		169,000		(396,367)
Museums Acquisitions	(59,798)				(59,798)				(59,798)
Elections	(83,183)	(25,000)			(108,183)	(25,000)	100,000		(33,183)
Grass Routes Buses	(160,615)	(5,000)	25,913		(139,702)	(5,000)			(144,702)
<b>Sub Total</b>	<b>(10,321,886)</b>	<b>(105,728)</b>	<b>2,384,804</b>	<b>1,762,186</b>	<b>(6,280,624)</b>	<b>(144,827)</b>	<b>731,863</b>	<b>653,732</b>	<b>(5,039,856)</b>
<b>Restricted Use Reserves</b>									
Chairman's	(36,754)				(36,754)				(36,754)
Youth Offending Team	(382,226)				(382,226)				(382,226)
Building Control Trading	(490)				(490)				(490)
Outdoor Education Centres	(190,280)				(190,280)				(190,280)
I Learn Wales	(48,674)				(48,674)				(48,674)
<b>Total Earmarked Reserves</b>	<b>(10,980,310)</b>	<b>(105,728)</b>	<b>2,384,804</b>	<b>1,762,186</b>	<b>(6,939,048)</b>	<b>(144,827)</b>	<b>731,863</b>	<b>653,732</b>	<b>(5,698,280)</b>

3.9.2 This indicates that by the end of 2016-17 the Council is likely to utilise over 48% of the useable earmarked reserves brought forward from 2014-15, based on approvals to use reserves so far. Further reserve usage is anticipated before the end of the year, in particular this

report refers to redundancy costs in relation to Community Hubs which will need approval (£305k) and is likely to extinguish the Redundancy and Pensions reserve.

3.9.3 Given the forecast use of earmarked reserves, it is proposed that in order to ensure adequacy of reserves for the MTFP, the following change in practice is approved:

- Increase workforce planning and redeployment to reduce the need for reserves to cover redundancies
- Any request for reserve funding must first explore whether existing budgets, or external funding sources can be used for the proposal accepting this may require a change in priorities if existing budget are used
- Use of reserves to implement budget savings must use the saving first to repay the reserve
- IT investment bids will need to be considered in the core capital programme when the IT investment reserve is extinguished, this may necessitate displacing some of the core capital programme allocations depending on the priorities agreed

3.9.4 A revaluation of the insurance reserve requirement is to be commissioned in the third quarter, and the work undertaken in the 4<sup>th</sup> quarter so that the figures will be current and available for 2015/16 closure. This may give scope to re-designate some of this reserve but this is subject to the outcome of the work outlined.

3.9.5 If action is not taken to slow down the use of ear marked reserves through the above mechanisms, consideration would need to be given to budgeting to replenish reserves or including in the base budget, requests that would normally have been funded by reserves, both of which will increase the resource gap in the MTFP.

## **4 REASONS**

4.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

## **5 RESOURCE IMPLICATIONS**

5.1 The forecast overspend and use of earmarked reserves, requires action to be taken to ensure that the budget is kept on track and earmarked reserves are maintained at an adequate level for the MTFP.

## **6 WELL BEING OF FUTURE GENERATIONS IMPLICATIONS**

6.1 The decisions highlighted in this report have no future generations and sustainability implications.

**7      CONSULTEES**

Strategic Leadership Team  
All Cabinet Members  
All Select Committee Chairman  
Head of Legal Services  
Head of Finance

**8      BACKGROUND PAPERS**

8.1 Month 6 Adult Select Committee monitoring reports, as per the hyperlinks provided in the Appendices

**9      AUTHOR**

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## **Adult Select Committee Portfolio Position Statement Month 6 (2015-16)**

### **DIRECTOR'S COMMENTARY**

At month 6 Children's Services is predicted to over spend by £1.296m, with £115k of this over spend covered by approved reserve funding. A large element of expenditure is within external residential placements supporting 64 children. The service is experiencing significant staff issues and continued increased demand resulting in the use of agency staff as well as additional capacity. LAC numbers have continued to increase this year from 106 to 121. A number of work streams are being followed in relation to recruitment and cost reductions. For example, we are working to implement in house contact centres, which will reduce costs of renting external facilities for contact and venue costs to host child protection conferences and LAC reviews etc.

Adult Services continues to exhibit good news with a potential £195,000 underspend with Community Care carrying on its journey of practice change. The Adult Services budget has benefited this year from Intermediate Care Funding which has helped support new initiatives and in part has assisted the bottom line position.

#### **1. Revenue Outturn Forecast**

1.1 The combined budget and outturn forecast for this portfolio is

<b>Adult Service Area</b>	<b>Budget @ Month 2</b>	<b>Budget Revision Virements</b>	<b>Budget @ Month 6</b>	<b>Forecast Outturn</b>	<b>Variance @ Month 6</b>	<b>Variance @ Month 2</b>	<b>Forecast Movement Months 2 to 6</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
Adult Services	7,067	(735)	6,332	6,201	(131)	(18)	(113)
Community Care	19,668	702	20,370	20,314	(56)	(107)	51
Commissioning	1,971	13	1,984	1,977	(7)	(4)	(3)
Resources & Performance	946	(40)	906	905	(1)	(28)	27
<b>SCH Directorate</b>	<b>29,652</b>	<b>(60)</b>	<b>29,592</b>	<b>29,397</b>	<b>(195)</b>	<b>(157)</b>	<b>(38)</b>

1.2 The most significant over and underspends are

<b>Adult Select Service Area</b>	<b>Overspend Predicted</b>	<b>Underspend Predicted</b>	<b>Forecast Movement Mth's 2 to 6 (Positive) / Negative</b>	<b>Commentary on forecasted outturn</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	
Disability Equipment (GWICES)		(32)	66	Advanced stock purchases in 2014/15 by the Intermediate Care Fund
Adult Transformation		(57)	(57)	This scheme refers to Community co-ordination and subject to reserve budget. A formal slippage request has been made to carry forward into 2016/17.
Management team		(97)	(39)	Current Disabilities team manager vacancy plus ICF grant meeting

				costs of the Direct Care team manager.
Direct Care		(80)	(80)	Team manager vacancy and additional income from client referrals.
Direct Residential Care	97		(42)	Employee efficiency and previous mandate savings not deliverable along with falling client numbers resulting in lower income
Transition co-operative		(24)	(24)	Income from employee secondment
<b>TOTAL ADULT SELECT</b>	<b>97</b>	<b>(290)</b>	<b>(175)</b>	<b>Net Total(195)</b>

Further analysis of the Costs centres contained within the Adult Select Service areas can be obtained in Appendix 6.

## 1 2015-16 Savings Progress

As at month 6, SCH are on track to meet our mandated savings as illustrated below: -

Man. No.	Mandate Description	Target Savings £'s	Forecast Savings Identified £'s	Delayed Till 2016/17 £'s	Unachievable £'s	Forecasted Savings Variance Since Month 2 £'s
	<b>SOCIAL CARE &amp; HEALTH</b>					
24	Bright new futures	14,000	14,000	0	0	0
33	Sustaining Independent Lives in the Community	260,000	260,000	0	0	0
	<b>TOTAL SCH</b>	<b>274,000</b>	<b>274,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

2.1 Further details on the savings mandates can be found in Appendix SM

## 2 Capital Outturn Forecast

A summary of this year's capital schemes are shown below: -

<b>Social Care &amp; Health</b>	<b>Annual Forecast</b>	<b>Original Budget</b>	<b>Slippage from 2014/15</b>	<b>Budget Virement or Revision</b>	<b>Total Approved Budget @ Month 6</b>	<b>Forecast Over / (Under) Outturn @ Month 6</b>	<b>Variance Since Month 2</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
Development Schemes under £250K	171	0	0	171	171	0	0
IT Schemes – Infrastructure/Hardware	135	0	35	100	135	0	0
Maintenance Schemes - Property	47	47	0	0	47	0	0
<b>Grand Total SCH</b>	<b>353</b>	<b>47</b>	<b>35</b>	<b>271</b>	<b>353</b>	<b>0</b>	<b>0</b>

Further details of all the schemes are contained in the appendix 4C. Currently no variation has been reported and so the budgets are presented here for information only.

APPENDIX (Links to Hub)

[Appendix 4C M6 Capital Monitoring Adult Social Care and Health Select 2015-16](#)

[M6 Social Care and Health Revenue Budget Monitoring 2015-16 Appendix 6](#)

[M6 Savings Mandates Appendix SM 2015-16](#)

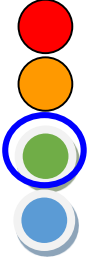
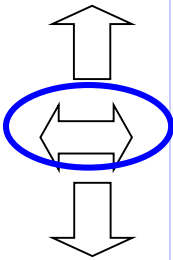
**ADULT SELECT Budget Mandates**

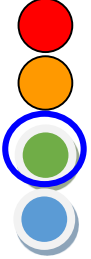
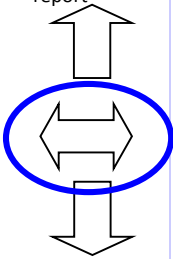
**Progress and Next Steps at Month 6**

<b>Mandate RAG</b>	<b>Progress for month one and two</b>	<b>Next Steps</b>	<b>Type</b>	<b>Year end target</b>	<b>Forecasted to achieve</b>	<b>Variance</b>	<b>Owner</b>
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A full list of the Savings Mandates are available in Appendix SM

<b>Mandate Summary</b>	<b>RAG Month 10</b>	<b>RAG Month 2</b>	<b>RAG Month 6</b>
24 Transition – Bright New Futures			
33 Adult Social Care ( &34)			

<p><b>Mandate 24 * Transition - Bright New Futures ( SC&amp;H)</b></p> <p>Current status</p>  <p>Trend since last report</p> 	<p>2014/15 mandate*</p> <p><b>In 2014 we combined our Transitions Project Team within Bright New Futures Project. ( based in Bridges)</b></p> <p><b>This has established a shared service model.</b></p> <p>No action necessary in relation to the mandate savings.</p> <p>We continue to deliver savings with this partnership working.</p>	<p>Plan to review near the end of the five year project. Review to include :- Budgets Service Resource / secondments. Etc...</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>14,000</p> <p>14,000</p>	<p>0</p> <p>14,000</p> <p>14,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Julie Boothroyd</p>
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<p><b>Mandate 33 &amp; 34</b></p> <p><b>Adult Social Care</b></p> <p>Current status</p>  <p>Trend since last report</p> 	<p><b>The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.</b></p> <p>The size of the saving is challenging however the service is working together as a whole team in order to continue to review its performance in order to meet the targets.</p> <p>Change in practice will need to continue at pace and be significant, this will continue to take time.</p> <p>It is still uncertain if following re-assessment savings will be realised due to dependency and acceptance of different solutions available. All targets currently on track to deliver. Dementia care matters training has commenced with vigour and early signs are that it will support the changes in practice required.</p>	<p>Continue to review the structures and workforce to establish the resource, knowledge and skills moving forward.</p> <p>Service transformation will continue to evolve and approval sought as the programme develops.</p> <p>Continue to deliver and ongoing evaluation of the training.</p> <p>Continue to capture and work with savings ideas from the teams.</p> <p>IT build on target and early indication is very positive and feedback is good.</p>	<p>Income</p> <p>Savings</p> <p>Tota</p>	<p>0</p> <p>260,000</p> <p>260,000</p>	<p>0</p> <p>260,000</p> <p>260,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Julie Boothroyd</p>
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## *Monmouthshire's Scrutiny Forward Work Programme 2014-2015*

<b>Adults Select Committee</b>				
<b>Meeting Date</b>	<b>Subject</b>	<b>Purpose of Scrutiny</b>	<b>Responsibility</b>	<b>Type of Scrutiny</b>
8 <sup>th</sup> Dec 2015	<b>Scrutiny with Aneurin Bevan University Health Board</b>	<ul style="list-style-type: none"> <li>• A Performance Update on Health Developments in Monmouthshire</li> <li>• Discussion on 'Dying Matters' as a possible future area for scrutiny work with the Aneurin Bevan University Health Board</li> <li>• Scrutiny of an Evaluation of the Choose Wisely Programme</li> </ul>	AUBHB	Performance Monitoring
	<b>Improvement Objectives, Outcome Agreements</b>	<ul style="list-style-type: none"> <li>• Improvement Objective/Outcome Agreement Performance report on services falling under the Committees' remit.</li> </ul>	Matthew Gatehouse	Performance and Risk Monitoring
Joint Special Meeting with Adults Select Committee  16 <sup>th</sup> December 2015 2pm	<b>Risk Assessment for Social Services</b>	To consider the risk assessment process and to scrutinise the first draft of the Risk Report for Social Services (both Adults and Children and Young People's Select Committees)	Matthew Gatehouse	Performance Monitoring
	<b>Performance Update Quarter 2 Children's services Scorecard</b>	To scrutinise the performance report for quarter 2 for Children's Services (including Children's Social Care).	Matthew Gatehouse	Performance Monitoring
	<b>Care and Social Services Inspectorate Wales</b>	Performance Report of Children's and Adult's Social Services.	CSSIW Tracey Jelfs Julie Boothroyd	External Performance Reporting
	<b>Children's Services 3 Year Service and Financial Plan</b>	To scrutinise the Service and Financial Plan for Children's Social Services.	Claire Marchant	Performance Monitoring
19 <sup>th</sup> Jan 2016	<b>Raglan Training Programme</b>	Report on the development and progress of the training programme.	Julie Boothroyd	Policy Development
	<b>Social Care and Well-</b>	Report on the likely implications of the act for the	Julie Boothroyd	Policy Development

## *Monmouthshire's Scrutiny Forward Work Programme 2014-2015*

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
	being Act (invite CYP Select)	Council in terms of Adult safeguarding and Prisons.		
	Supporting People Grant	Progress Report.	Chris Robinson	Performance Monitoring
Provisional Special Meeting  Date TBC	<u>Partnership Scrutiny:</u>		Nicola Bowen and...	Performance Monitoring
	Anti-poverty (Single Integrated Plan Theme 3)	Presentation of the Anti-poverty Statement of Intent	Will Mclean (Anti-poverty Champion)	
	Families First Programme	Digital Stories: What we are delivering and the impact on families	Andrew Kirby	
	Joint Assessment Family Framework (JAFF)	Report on "Families First" (the central WG funded programme of the JAFF (which has 7 family focussed projects in total)	Kirsten Major	
	Childhood Obesity *TBC*	Public Health Wales to consult the Committee on a Childhood Obesity Strategy for Gwent	Public Health Wales	Consultation
Special Meeting February 2016 (between 3 <sup>rd</sup> and 15 <sup>th</sup> but not 8 <sup>th</sup> or 9 <sup>th</sup> )  *TBC*	Monmouthshire Carers Strategy	To consider the draft Carers Strategy  - Invite partners who form the Carers Group - Invite carers to offer their views  To understand the range of services that support carers and those being cared for.	Deborah Saunders Julie Boothroyd	Policy Development / Pre-decision Scrutiny
8 <sup>th</sup> March 2016	Coordination of services	Discussion on how various services are coordinated	Nicola Bowen	Policy Development

## *Monmouthshire's Scrutiny Forward Work Programme 2014-2015*

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
	to Adults	and how we engage people: - Befriending Project - Community meals - Raglan Project	GAVO Representative	
26 <sup>th</sup> April 2016	TBC			

### Meeting Dates to be confirmed for:

- x **Gwices** - to return approx. April 2016
- x **Continuing Health Care** - Topic Suggested by Member of Public - meeting to be held with Chair and Public
- x **Future meetings with the ABUHB** ~ the role of the Health Board's Public Health and Partnerships Committee in relation to health improvement, Members could attend their meetings.
- x **Stroke Redesign** ~ ongoing scrutiny of implementation.
- x **End of Life Care** ~ with ABUHB

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## Council and Cabinet Business – Forward Plan

Monmouthshire County Council is required to publish a Forward Plan of all key decisions to be taken in the following four months in advance and to update quarterly. The Council has decided to extend the plan to twelve months in advance, and to update it on a monthly basis.

Council and Cabinet agendas will only consider decisions that have been placed on the planner by the beginning of the preceding month, unless the item can be demonstrated to be urgent business

Subject	Purpose	Consultees	Author
<b>26<sup>th</sup> AUGUST 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Prohibition of sky lantern and mass balloon release on council owned land			Laurence Dawkins
Allocations policy			Ian Bakewell
20 mph and 30 mph limit-various roads, Penpelleni Goytre			Paul Keeble
<b>2<sup>nd</sup> SEPTEMBER 2015 – CABINET</b>			
Review of allocation policy		Cabinet Members Leadership Team Appropriate Officers	Ian Bakewell
Options appraisal future service delivery			Kellie Beirne
Partnership Agreement with DWP (universal credit)			Ian Bakewell
Caldicot Town Team			Colin Phillips

Subject	Purpose	Consultees	Author
Funding			
<b>9<sup>th</sup> SEPTEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Expansion of Ysgol Gymraeg Y Fenni to include a nursery class			Susan Hall
Property Services Admin resource restructure			Mark Jones
<b>23<sup>rd</sup> SEPTEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Remodelling of Mental Health			Julie Boothroyd
Agree to the tenancy renewal of Welsh Church Trust Land at Llanmartin			Gareth King
The sale of land adjacent to 104 Merthyr Road for use as car parking for the adjoining residential properties			Gareth King
Access land to The Hill, Abergavenny			Cerys Halford
Policy and communications team structure			Will McLean
Permanent change to staff structure in planning			Mark Hand
Authorise spend on bat survey			Mark Hand
Release of restrictive covenant at Long Barn			Nicholas Keyse
<b>24<sup>th</sup> SEPTEMBER 2015 – COUNCIL</b>			
MCC Audited Accounts 2014/15 (formal approval)	To present the audited Statement of Accounts for 2014/15 for approval by Council		Joy Robson
ISA 260 report – MCC Accounts (attachment above)	To provide external audits report on the Statement of Accounts 2014/15		WAO
Corporate Parenting			Gill Cox
Mardy park car park	Approval to add to amend the capital programme		Tracey Harry

Subject	Purpose	Consultees	Author
	to include the car park		
<b>7<sup>th</sup> OCTOBER 2015 – CABINET</b>			
Business Case for Funding for Team Abergavenny	To agree to release S106 funding against Team Abergavenny Business Plan		Deb Hill Howells
Capital Budget Proposals	To outline the proposed capital budget for 2016/17 and indicative capital budgets for the 3 years 2017/18 to 2019/20		Joy Robson
Revenue Budget Proposals			Joy Robson
Income Generation Strategy			Joy Robson
Education Strategic Review			Cath Sheen
NEETs Strategy			Tracey Thomas
Deri View			Steph Hawkins
Mardy Park			Colin Richings
Future of Llanfair Kilgeddin School			Cath Sheen
Capability policy for school based employees			Sally Thomas
ALN facility	Consultation to establish a 55 place ALN facility at Monmouth Comprehensive School whilst amending the capacity of the mainstream school to 1600.		Debbie Morgan
Caerwent S106 Funding			Mike Moran
<b>14<sup>th</sup> OCTOBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Insurance Retender			Mark Howcroft
Local Development Plan – Annual monitoring report.	To seek approval to submit the first AMR on the LDP to the Welsh Government.	SLT & Planning	Jane Coppock.
<b>28<sup>th</sup> OCTOBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
<b>4<sup>TH</sup> NOVEMBER 2015 – CABINET</b>			

Subject	Purpose	Consultees	Author
Capital Budget Proposals	To outline the proposed capital budget for 2016/17 and indicative capital budgets for the 3 years 2017/18 to 2019/20		Joy Robson
Safeguarding			Jane Rodgers
Budget Monitoring Report – Month 6	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2015/16 financial year.		Joy Robson/ Mark Howcroft
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 2 held on 24 <sup>th</sup> September 2015		Dave Jarrett
Well-being of Future generations Act: WAO commentary on preparedness			Will McLean / Matt Gatehouse
S106 Monies for Severnside Town Team			Colin Phillips
21 <sup>st</sup> Century Schools capital budget			Simon Kneafsey
<b>11<sup>th</sup> NOVEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Modernising Trade Waste			Rachel Jowitt
Proposed disabled persons parking space			Paul Keeble
TAF Support workers			Andrew Kirby
<b>19<sup>h</sup> NOVEMBER 2015 – COUNCIL</b>			
Community Governance Review			Kellie Beirne
The Well-being of Future Generations Act: a commentary on preparedness			Will McLean / Mike Palmer WAO
<b>25<sup>th</sup> NOVEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			



Subject	Purpose	Consultees	Author
Waste restructure review			Rachel Jowitt
Expansion of Ysgol Gymraeg Y Fenni to include a nursery class			Susan Hall
<b>19th NOVEMBER 2015 – COUNCIL</b>			
Gambling Policy			Linda O’Gorman
Casinos report			Linda O’Gorman
An update and proposed amendments to the ICT in schools business case	To update members on progress with the ICT business case and agree amendments to the plan and funding requirements"		Sian Hayward
Safeguarding			Jane Rodgers
<b>2<sup>nd</sup> DECEMBER 2015 – CABINET</b>			
Council Tax Base 2016/17 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2016/17 and to make other necessary related statutory decisions.		Sue Deacy/ Ruth Donovan
Reviews of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2016/17		Joy Robson
Community Infrastructure Levy			Mark Hand
Revenue & Capital Budget final proposals after public consultation	To present revenue and capital budget proposals following receipt of final settlement		Joy Robson
Fields in trust – centenary fields initiative			Mike Moran
S106 funding – Magor Grip report			Mike Moran
Welsh Language Standards			Alan Burkitt / Matthew Gatehouse
Quarter 2 Education Framework			Sharon Randall Smith

Subject	Purpose	Consultees	Author
Deri View			Steph Hawkins
Affordable Housing SPG			Mark Hand
ALN Deri View			Steph Hawkins
Play Opportunities review	To consider future delivery models for play and inform members of progress in the review of the play sufficiency assessment		Matthew Lewis
Effectiveness of Council Services: quarterly update			Matt Gatehouse
Wye Valley Area of Outstanding Natural Beauty Management plan 2015-20	To seek approval of the review of the Wye Valley AONB Management plan	SLT Cabinet	Matthew Lewis
An update and proposed amendments to the ICT in schools business case	To update members on progress with the ICT business case and agree amendments to the plan and funding requirements"		Sian Hayward
<b>9<sup>th</sup> DECEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Disabled parking Raglan			Paul Keeble
Speed limits Chepstow Road Raglan			Paul Keeble
<b>23<sup>RD</sup> DECEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS</b>			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2016/17 financial year as required by statute.		Joy Robson
<b>DECEMBER 2015 – COUNCIL</b>			
Community Governance			Deb Hill Howells
SRS			Peter Davies
Magor S106			Mike Moran
Caerwent S106 funding			Mike Moran
Proposed funding for team abergavenny			Deb Hill Howells

Subject	Purpose	Consultees	Author
<b>6<sup>TH</sup> JANUARY 2016 – CABINET</b>			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 3 held on 19 <sup>th</sup> November 2015.		Dave Jarrett
Proposed closure of Llanfair Kilgeddin CIW VA Primary School			Debbie Morgan
Proposed establishment of an ALN facility and reduction in the capacity at Monmouth Comprehensive School			
Corporate Assessment			
ESTYN			
Affordable Housing SPG			Mark Hand
Community Infrastructure Levy			Mark Hand
<b>21<sup>ST</sup> JANUARY 2016 – COUNCIL</b>			
Final Budget Proposals			Joy Robson
Affordable Housing SPG			Mark Hand
Community Infrastructure Levy			Mark Hand
<b>3<sup>RD</sup> FEBRUARY 2016 - CABINET</b>			
Budget Monitoring report – month 9	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2015/16 financial year.		Joy Robson/Mark Howcroft
Welsh Church Funding Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 4 held on the 17 <sup>th</sup> December 2015.		Dave Jarrett
Changes to school funding formula	To approve changes to the school funding formula for: Threshold payments, primary school		Nikki Wellington

Subject	Purpose	Consultees	Author
	top up and free school meal funding for primary schools.		
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
Waste Strategy			Carl Touhig/ Roger Hoggins
New Monmouthshire Carers Strategy			Deborah Saunders
<b>25<sup>TH</sup> FEBRUARY 2016 – COUNCIL</b>			
Final Composite Council Tax Resolution	To set budget and council tax for 2016/17		Joy Robson
Treasury Management Strategy 2016/17	To accept the annual treasury management strategy		Joy Robson
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
Waste Strategy			Carl Touhig/Roger Hoggins
<b>2<sup>ND</sup> MARCH 2016 – CABINET</b>			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16 meeting 5 held on the 21 <sup>st</sup> January 2016		Dave Jarrett
2015/16 Education & Welsh Church Trust Funds Investment & Fund Strategy	The purpose of this report is to present to Cabinet for approval the 2016/17 Investment and Fund strategy for Trust Funds for which the		Dave Jarrett

Subject	Purpose	Consultees	Author
	Authority acts as sole or custodian trustee for adoption and to approve the 2015/16 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		
New Monmouthshire Carers Strategy (Adults)			Deb Saunders
Mounton House Formula Change			Nikki Wellington
Proposed closure of Llanfair Kilgeddin CIW VA Primary School (23 <sup>rd</sup> March)			Debbie Morgan
Proposed establishment of an ALN facility and reduction in the capacity at Monmouth Comprehensive School (23 <sup>rd</sup> March 2016)			
<b>3<sup>TH</sup> APRIL 2016 - CABINET</b>			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 6 held on the 25 <sup>th</sup> February 2016		Dave Jarrett
<b>4<sup>TH</sup> MAY 2016 - CABINET</b>			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 7 held on the 24 <sup>th</sup> March 2016		Dave Jarrett

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