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For all enquiries relating to this agenda please contact Rebecca Barrett
(Tel: 01443 864245 Email: barrerm@caerphilly.gov.uk)

Date: 3rd February 2021

Dear Sir/Madam,

A meeting of the **Environment and Sustainability Scrutiny Committee** will be held via Microsoft Teams on **Tuesday, 9th February, 2021 at 5.30 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days.,

This meeting will be recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at www.caerphilly.gov.uk

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chrissy'.

Christina Harrhy
CHIEF EXECUTIVE

AGENDA

- 1 To receive apologies for absence.
- 2 Declarations of Interest.

Pages

A greener place Man gwyrddach



Councillors and Officers are reminded of their personal responsibility to declare any personal an/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

- | | | |
|---|--|--------|
| 3 | Environment and Sustainability Scrutiny Committee held on 27th October 2020. | 1 - 4 |
| 4 | Consideration of any matter referred to this Committee in accordance with the call-in procedure. | |
| 5 | Environment and Sustainability Scrutiny Committee Forward Work Programme. | 5 - 14 |
| 6 | To receive and consider the following Cabinet reports*: -
1. Community Asset Transfer - Draft Policy and Process – 28th October 2020;
2. "Street Cafe" Licences – 28th October 2020;
3. Electric Vehicle Charging Infrastructure – 11th November 2020;
4. Caerphilly Green Infrastructure Strategy – 25th November 2020;
5. Gwent Healthy Travel Charter – 25th November 2020;
6. Disposal of Land at Crescent Rd Car Park, Caerphilly – 25th November 2020;
7. Caerphilly County Borough Council Car Parks Task and Finish Group (Joint Scrutiny Committee) – 13th January 2021;
8. Enforced Sale Policy (Joint Scrutiny Committee) – 13th January 2021;
9. Bus Emergency Scheme (BES) - Request to all Councils to Sign Up to BES 2 Scheme – 27th January 2021. | |

**If a member of the Scrutiny Committee wishes for any of the above Cabinet reports to be brought forward for review at the meeting please contact Rebecca Barrett, 01443 864245, by 10.00 a.m. on Monday, 8th February 2021.*

To receive and consider the following Scrutiny reports: -

- | | | |
|---|---|---------|
| 7 | Wales Audit Office Follow Up Review of the Development of a Sport & Leisure Strategy. | 15 - 32 |
| 8 | Budget Monitoring Report 2020/2021. | 33 - 54 |

Circulation:

Councillors M.A. Adams, A. Collis, D.T. Davies (Chair), C. Elsbury, M. Evans, A. Gair, Ms J. Gale, A. Hussey (Vice Chair), S. Kent, Mrs A. Leonard, B. Owen, D.W.R. Preece, J.E. Roberts, J. Scriven, A. Whitcombe and T.J. Williams

And Appropriate Officers

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ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON TUESDAY, 27TH
OCTOBER 2020 AT 5.30 P.M.

PRESENT:

Councillor D.T. Davies - Chair
Councillor A. Hussey - Vice Chair

Councillors:

Councillors: M.A. Adams, A. Collis, C. Elsbury, M. Evans, A. Gair, Ms J. Gale, S. Kent,
Mrs A. Leonard, B. Owen, D.W.R. Preece, J.E. Roberts, J. Scriven, A. Whitcombe,
T.J. Williams

Cabinet Members:

N. George (Cabinet Member for Waste & Public Protection), S. Morgan (Deputy Leader and
Cabinet Member for Economy & Enterprise), J. Ridgewell (Cabinet Member for Environment
& Infrastructure)

Together with:

Mark S. Williams (Interim Corporate Director – Communities), M. Lloyd (Head of
Infrastructure), C. Campbell (Transportation Engineering Manager), A. Dallimore
(Regeneration Services Manager), P. Rossiter (Energy and Water Officer), M. Jacques
(Scrutiny Officer), R. Barrett (Committee Services Officer)

RECORDING AND VOTING ARRANGEMENTS

The Chair reminded those present that the meeting was being filmed and would be
available following the meeting via the Council's website – [Click Here to View](#). Members
were advised that voting on decisions would take place by way of roll call.

1. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the commencement or during the course
of the meeting.

3. MINUTES – 1ST OCTOBER 2020

By way of roll call (and in noting there were 14 for, 0 against and 1 abstentions), it was RESOLVED that the minutes of the Environment and Sustainability Scrutiny Committee held on 1st October 2020 (minute nos. 1 - 9) be approved as a correct record and signed by the Chair.

4. CALL-IN PROCEDURE

There had been no matters referred to the Scrutiny Committee in accordance with the call-in procedure.

5. ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

Mark Jacques (Scrutiny Officer) presented the report, which outlined details of the Environment and Sustainability Scrutiny Committee Forward Work Programme (FWP) for the period October 2020 to December 2020.

Members were referred to the Joint Scrutiny Committee meeting on 15th December 2020 to consider a report on the findings of the CCBC Car Parks Task and Finish Group, and approval was sought for the inclusion of an additional report on a proposed Enforced Sales Policy.

Members noted the details of the reports scheduled for forthcoming meetings, and by way of roll call and (and in noting there were 15 for, 0 against and 0 abstentions) unanimously agreed that the Forward Work Programme as appended to the meeting papers and with the inclusion of the additional agenda item be published on the Council's website.

REPORTS OF OFFICERS

Consideration was given to the following reports.

6. REDUCE, PRODUCE, OFFSET, BUY (A DECARBONISATION STRATEGY AND ACTION PLAN FOR CAERPHILLY COUNTY BOROUGH COUNCIL)

The Cabinet Member for Economy and Enterprise presented the report, which sought the Scrutiny Committee's views on a draft Decarbonisation Strategy and supporting documents, prior to its presentation to Cabinet for approval. Members were also asked to acknowledge the milestones for adoption of this document by the Council, and to recognise the wide and diverse range of activities and actions that the Council will need to implement to achieve their Decarbonisation objectives with the key ambition of becoming net carbon neutral by the year 2030.

During the course of the ensuing discussion, Officers provided clarification on a number of queries raised, including the identification of sites for future renewable energy projects, Section 106 agreements and the income received through the Community Infrastructure Levy and commuted sums associated with the new Sustainable Drainage legislation (SAB). One Member expressed concerns about the predominance given to the Bryn Group in the draft Strategy, given recent negative media reports which had been investigated by Natural Resources Wales, and suggested that the Council should seek alternative green energy sources for its Strategy. Officers reminded the Scrutiny Committee of the significant

investment by the supplier in their anaerobic digester and emphasised that seeking an alternative supplier would not help the Council meet its carbon reduction objectives. It was noted that there was no update to report on the NRW investigation, and Officers also provided clarification on the contractual and subsidy arrangements for food and garden waste treatment between the Council and the Bryn Group.

Members also discussed planning new projects, the contractual obligations of future partners and the need to prioritise the allocation of actual costs against the projects outlined in the report. One Member enquired as to the number of electric/hybrid vehicles in the Council's fleet and it was arranged for this figure to be provided to Members following the meeting.

Members expressed their support for the draft Strategy, and having provided their views on the draft Decarbonisation Strategy and supporting documents and acknowledging and recognising the milestones and actions set out in the Officer's report, it was moved and seconded that the following recommendations be forwarded to Cabinet for approval. By way of roll call (and in noting there were 13 for, 1 against and 1 abstention) this was agreed by the majority present.

RECOMMENDED to Cabinet that:-

- (i) the draft Decarbonisation Strategy and supporting documents be approved;
- (ii) the milestones for adoption of this document by the Council be acknowledged;
- (iii) the wide and diverse range of activities that the Council will need to implement to achieve the Decarbonisation objectives be acknowledged;
- (iv) it be recognised that the actions, targets and contents contained within the supporting Action Plan and Energy Prospectus are fluid and will respond to external pressures and opportunities as they occur. In particular, it will be necessary to react to changing legislation from Welsh Government and Central Government.
- (v) it be acknowledged that that business cases associated with Energy Prospectus projects will be reviewed by the CCBC Regeneration Project Board with recommendations being made to Cabinet where required.

7. CIVIL PARKING ENFORCEMENT - 2019/20 12 MONTH UPDATE REPORT

The Cabinet Member for Environment and Infrastructure presented the report, which updated the Scrutiny Committee on the implementation and impact of Civil Parking Enforcement (CPE) powers, following the first twelve months of operation. Members were asked to scrutinise the report and provide comments on how CPE can be improved and/or to endorse the continuation of the approach taken within the contents of the report.

It was noted that the implementation of CPE has been broadly successful. During the first twelve-month period there have been 1043 requests for enforcement across the county borough. A total of 11528 Penalty Charge Notices (PCNs) were issued, 9305 (80%) of which have been paid with the remainder progressing through the appeals process. Anecdotally there has been positive feedback about improvements in driver behaviour, greater parking availability and reduced congestion particularly in the busiest areas. As a result of the more pro-active enforcement of parking restrictions numerous requests have been received to consider changes to the Traffic Regulation Orders (TROs) and these are currently being

progressed.

During the course of the ensuing debate, Officers responded to a number of queries received from Members, including how increased costs arising from CPE would be met, exemptions for blue badge holders parking in permit spaces, pavement parking, the renewal process for parking permits that have lapsed due to Covid-19 restrictions, and the recruitment process for CPE Officers. A query was received regarding the removal of charges at country parks and it was explained that this is a matter for Cabinet consideration but would form part of the recommendations of the forthcoming Task and Finish Group report on CCBC car parks.

The Scrutiny Committee discussed resident permit parking times and restrictions in detail. One Member asked if take-up of private driveways could be encouraged in order to resolve some of the issues around permit places. Officers explained that this a matter for each household and involves a fairly straightforward application process, although this has the potential to reduce the availability of on-street parking.

Officers also responded to queries on the specifics of permit parking and Members suggested that consideration should be given to disapplying the half-hour time limit on parking in a permit space, so that permit places are restricted to use by permit holders only, and also that permit hours should be extended to 8pm. It was proposed that both of these matters be considered at a future meeting of the Scrutiny Committee.

Having considered and noted the contents of the report, and subject to it being noted that the Scrutiny Committee had expressed an interest in discussing resident parking restrictions at a future meeting, it was moved and seconded that the recommendation in the report be endorsed. By way of roll call (and in noting there were 15 for, 0 against and 0 abstentions) this was unanimously agreed.

RESOLVED that the continuation of the current approach in respect of Civil Parking Enforcement be endorsed.

The meeting closed at 6.56 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 9th February 2021, they were signed by the Chair.

CHAIR



ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE – 9TH FEBRUARY 2021

**SUBJECT: ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME**

**REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE
SERVICES**

1. PURPOSE OF REPORT

- 1.1 To report the Environment and Sustainability Scrutiny Committee Forward Work Programme.

2. SUMMARY

- 2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholders.

3. RECOMMENDATIONS

- 3.1 That Members consider any changes and agree the final forward work programme prior to publication.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To improve the operation of scrutiny.

5. THE REPORT

- 5.1 The Environment and Sustainability Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on Thursday 27th October 2020. The work programme outlines the reports planned for the period February 2021 to May 2021.
- 5.2 The forward Work Programme is made up of reports identified by officers and members. Members are asked to consider the work programme alongside the

cabinet work programme and suggest any changes before it is published on the council website. Scrutiny committee will review this work programme at every meeting going forward alongside any changes to the cabinet work programme or report requests.

- 5.3 The Environment and Sustainability Scrutiny Committee Forward Work Programme is attached at Appendix 1, which presents the current status as at 1st February 2021. The Cabinet Work Programme is attached at Appendix 2. A copy of the prioritisation flowchart is attached at appendix 3 to assist the scrutiny committee to determine what items should be added to the forward work programme.

5.4 **Conclusion**

The work programme is for consideration and amendment by the scrutiny committee prior to publication on the council website.

6. **ASSUMPTIONS**

- 6.1 No assumptions are necessary.

7. **LINKS TO RELEVANT COUNCIL POLICIES**

- 7.1 The operation of scrutiny is required by the Local Government Act 2000. The Local Government Wales Measure 2011 and subsequent Statutory Guidance include requirements to publicise the work of scrutiny committees. The operation of scrutiny committee forward work programmes was agreed following decisions by Council in October 2013 and October 2015.

7.2 **Corporate Plan 2018-2023.**

Scrutiny Committee forward work programmes contributes towards and impacts upon the Corporate Well-being Objectives by ensuring that the Executive is held to account for its Corporate Objectives, which are:

Objective 1 - Improve education opportunities for all

Objective 2 - Enabling employment

Objective 3 - Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people's well-being

Objective 4 - Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment

Objective 5 - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015

Objective 6 - Support citizens to remain independent and improve their well-being

8. WELL-BEING OF FUTURE GENERATIONS

8.1 This report contributes to the well-being goals and is consistent with the five ways if working as defined within the sustainable development principle in that by ensuring the scrutiny function is effective when reviewing services and policies and ensure is considers the wellbeing goals.

8.2 The Forward Work Programmes contribute to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2016 by ensuring there is an effective scrutiny function and that council policies are scrutinised against the following goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh Language
- A globally responsible Wales

9. EQUALITIES IMPLICATIONS

9.1 There are no specific equalities implications arising as a result of this report.

10. FINANCIAL IMPLICATIONS

10.1 There are no specific financial implications arising as a result of this report.

11. PERSONNEL IMPLICATIONS

11.1 There are no specific personnel implications arising as a result of this report.

12. CONSULTATIONS

12.1 There are no consultation responses that have not been included in this report.

13. STATUTORY POWER

13.1 The Local Government Act 2000.

Author: Mark Jacques, Scrutiny Officer - jacqu@carphilly.gov.uk

Consultees: Mark S. Williams, Interim Corporate Director of Communities
Robert Tranter, Head of Legal Services/ Monitoring Officer
Lisa Lane, Head of Democratic Services and Deputy Monitoring Officer,
Legal Services
Councillor Tudor Davies, Chair of Environment and Sustainability Scrutiny

Committee
Councillor Adrian Hussey Vice Chair of Environment and Sustainability
Scrutiny Committee

Appendices:

- Appendix 1 Environment and Sustainability Scrutiny Committee Forward Work Programme
- Appendix 2 Cabinet Forward Work Programme
- Appendix 3 Forward Work Programme Prioritisation Flowchart

Forward Work Programme - Environment & Sustainability				APPENDIX 1
Date	Title	Key Issues	Author	Cabinet Member
09/02/21 17:30	Wales Audit Office Final Report on CCBC Sport and Active Recreation Strategy		Williams, Mark S;	Cllr. Ridgewell, John;
09/02/21 17:30	Budget Monitoring Report 2020/2021 Communities Directorate		Eedy, Michael;	Cllr. Ridgewell, John;
23/03/21 17:30	Directorate Performance Assessment (6 Months) Environment		Williams, Mark S;	Cllr. Ridgewell, John;
18/05/21 17:30	Update on Sport and Active Recreation Strategy			Cllr. Ridgewell, John;
22/06/21 17:30	Public Protection Annual Report		Hartshorn, Robert;	Cllr. Ridgewell, John;
22/06/21 17:30	Well Being Objective End of Year Update			Cllr. Ridgewell, John;

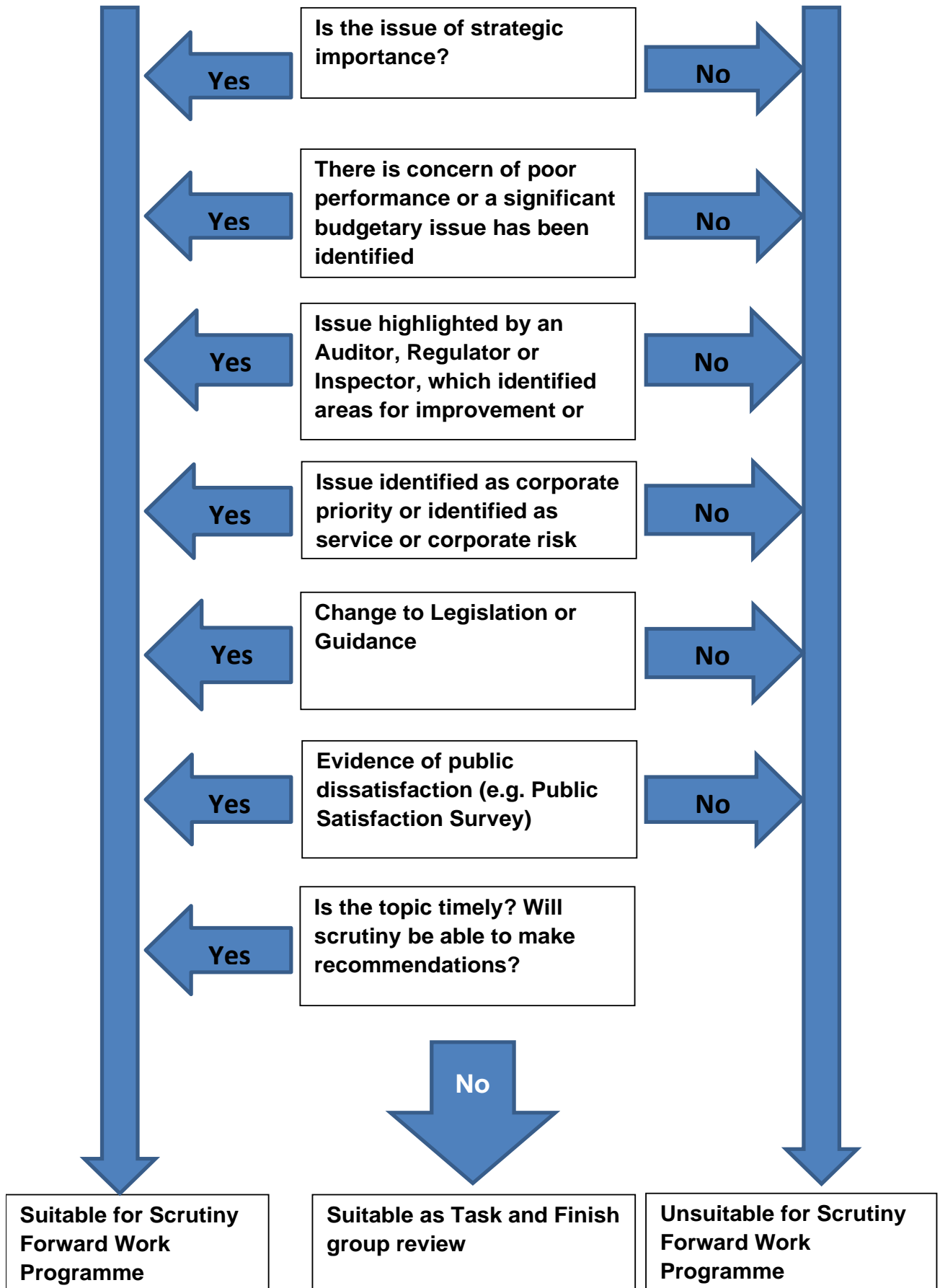
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APPENDIX 2

Cabinet Date	Title	Key Issues	Author	Cabinet Member
10/02/21 10:30	Legionella Control Policy	To consider and agree the Legionella Control Policy	Townsend, Emma;	Cllr. Gordon, Colin J
10/02/21 10:30	HRA Charges 2021/22	Members to agree the level of rent increase for council tenants effective from April 2021	Couzens, Shaun;	Cllr. Phipps, Lisa;
10/02/21 10:30	Cycle to Work salary sacrifice scheme	To seek agreement to increase the current limit on the Cycle to Work salary sacrifice scheme	Donovan, Lynne;	Cllr. Gordon, Colin J;
10/02/21 10:30	Audit Wales Annual Audit Summary	To present a summary of Audit Wales work completed since the last Annual Improvement Report issued in July 2019.	Richards, Sue;Harris, Stephen R;	Cllr. Stenner, Eluned;
17/02/21 10:30	Budget Proposals for 2021/22 and Medium-Term Financial Outlook.	To seek Cabinet endorsement of the 2021/22 budget proposals prior to final determination at Council on the 24th February 2021.	Harris, Stephen R;	Cllr. Stenner, Eluned;
24/02/21 10:30	Placeshaping Investment Programme	To seek approval to consult and engage on the capital investment programme for the county borough	Harrhy, Christina;	Cllr. Marsden, Philippa; Cllr. Morgan, Sean;
24/02/21 10:30	Annual Leave	For Cabinet to consider options to address the annual leave balances in excess of 5 days carry over for 2020.	Donovan, Lynne;	Cllr. Gordon, Colin J;
24/02/21 10:30	Whole-Authority Revenue Budget Monitoring Report (Period 9).	To provide Cabinet with details of projected whole-authority revenue budget expenditure for the 2020/21 financial year and to seek approval for proposed one-off investments.	Harris, Stephen R;	Cllr. Stenner, Eluned;

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Scrutiny Committee Forward Work Programme Prioritisation



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ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE – 9TH FEBRUARY 2021

**SUBJECT: WALES AUDIT OFFICE FOLLOW UP REVIEW OF THE
DEVELOPMENT OF A SPORT & LEISURE STRATEGY**

REPORT BY: INTERIM CORPORATE DIRECTOR - COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To advise Scrutiny of the findings of the Wales Audit Office (WAO) report dated April 2020 following a follow up review of the development of the councils Sport & Active Recreation Strategy in October 2019 and to provide the WAO with an opportunity to verbally present their findings to the scrutiny committee.

2. SUMMARY

- 2.1 In 2016 the Wales Audit Office (WAO) conducted a review of the councils Sport & Leisure Strategy, exploring the question 'Is the strategy likely to meet the future needs of the council and its citizens.'
- 2.2 The review in 2016 identified a number of areas that the council, given its stronger financial position needed to consider in order to develop a broader, more holistic approach to the delivery of sport and active recreation.
- 2.3 In October 2019 the WAO conducted a follow up review that asked the question 'can the council demonstrate that it has taken effective action to address our proposal for improvement issued in 2016'.
- 2.4 In November 2018, following period of robust and exhaustive customer and stakeholder consultation, Cabinet approved the Sport & Active Recreation Strategy 2019 – 2029.
- 2.5 The WAO follow up report was issued in April 2020 and concluded that overall the council had taken effective action to develop and agree a holistic vision for its sport and leisure services, but now needed to take some further important steps to deliver on its strategic ambition.

3. RECOMMENDATIONS

- 3.1 The Scrutiny Committee are asked to consider the outcome of the WAO follow up review and the approach adopted by the Authority.
- 3.2 Officers to prepare suitable update report(s) to the Scrutiny Committee in accordance with its Forward Work Programme.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To update the scrutiny committee after the council formally adopted the Sport & Active Recreation Strategy 2019 – 2029 (SARS) in November 2018 and the WAO conducted a follow-up review in October 2019.
- 4.2 Despite the impact of the Covid 19 pandemic, significant progress has been made in delivering against the ambition set out in the SARS.

5. THE REPORT

- 5.1 The 2016 WAO review concluded that the Council responded to its financial pressures by reviewing its leisure centres and outdoor recreation facilities but given its stronger financial position for 2016/17 onwards, the Council could take stock to adopt a more holistic and strategic approach to reviewing its sports and leisure services.
- 5.2 The 2016 WAO Report had identified the following proposal for improvement to be addressed by the Council “*The Council needs to develop and agree a holistic vision and strategy for its sports and leisure services and set out how it will achieve this within the next 12 months*”. In doing so, the Council should ensure that:
 - there is effective corporate oversight of the process;
 - relevant expertise from across the Council is involved at an early stage;
 - there is a clear plan for public and stakeholder engagement;
 - there are clear links to key corporate plans and priorities, particularly the medium term financial plan;
 - options appraisals are undertaken based on a robust information base and the costs, benefits, risks and impacts of each of the options are assessed;
 - appropriate consideration is given to the impact of the strategy and future service provision on economic, social, environmental and cultural well-being by applying the principles of the Well-Being of Future Generations (Wales) Act;
 - governance and accountability mechanisms are identified to report and monitor progress in developing and implementing the vision and strategy; and
 - consideration is given to whether the capacity of the service to develop and implement an integrated sports and leisure strategy needs to be strengthened.
- 5.3 Following a period of extensive and exhaustive customer and stakeholder consultations across a period of 10 weeks, on the 8th November 2018 the Regeneration and Environment Scrutiny committee recommended to Cabinet that the SARS be approved. Cabinet endorsed the Sport & Active Recreation Strategy 2019 - 2029 on the 14th November 2018.

- 5.4 During 2019 the decision by the Authority to adopt the SARS was the subject of a judicial review in the high court launched by a local resident where the High Court Judge (Judge Swift) dismissed the challenge to the lawfulness of the decision of the respondent local authority, acting by its cabinet, to adopt a Strategy for the provision of Sports and Recreation facilities covering the ten year period from 2019 to 2029. The decision of the High Court Judge was then the subject of an appeal to the Court of Appeal and on 3rd March 2020 the Appeal Court Judges (Lord Justice Flaux, Lord Justice Haddon-Cave and Lord Justice Males) dismissed this appeal. The resident then sought permission to appeal against the decision of the Appeal Court Judges to the Supreme Court but this was denied.
- 5.5 In October 2019 the WAO conducted a follow up review that asked the question 'can the council demonstrate that it has taken effective action to address our proposal for improvement issued in 2016'.
- 5.6 Upon completion of the review the WAO concluded that overall the council had taken effective action to develop and agree a holistic vision for its sport and leisure services, but now needed to take some further important steps to deliver on its strategic ambition.
- 5.7 The WAO reached this position on the basis that;
- Following public and stakeholder engagement, Cabinet approved a ten - year sport and active recreation strategy, and;
 - The council now needs to strengthen its strategy delivery plan to set out the priorities for action, the work required and the timescales involved in delivering its Sport and Active Recreation Strategy.

Members are directed to pages 8-11 of the WAO follow up report (Appendix 1) for further details to support the above conclusion.

- 5.8 Despite the impact of the Covid 19 pandemic, significant progress has been made in delivering against the ambitions set out in the SARS.
- 5.9 Officers will present a more detailed report to Scrutiny later in 2021 outlining progress made to date, however the list below provides members with some notable examples of how the SARS is delivering against its stated ambition and in accordance with a number of the key identified and stated tenets. These include;
- Development of a new 3G dual use pitch at Blackwood Comprehensive School
 - Major refurbishment of the Fitness Suite at Newbridge Leisure Centre;
 - The development of a Welsh Government funded athletics track in Oakdale;
 - Support for Lewis School, Pengam and Ysgol Cwm Rhymni, Fleur de Lys, in the development of two new 3G dual use football and rugby pitches;
 - New 3G dual use pitch at St Cenydd Comprehensive School / Leisure Centre;
 - The development of an online digital fitness platform to provide customers with continued access and support during the Covid 19 pandemic;
 - Working collaboratively with Play Wales and WG to access funding that supports and increases opportunity for play development through the medium

of sport and physical activity and enhanced play activity in our parks and tourism venues.

- 5.10 Members will also be aware of the current reporting mechanisms in place to support progress and delivery of the SARS through both the Directorate Performance Assessment (DPA) and through Wellbeing Objective 5 that is reported twice annually to Scrutiny and reviews:

Creating a County Borough that supports a healthy lifestyle in accordance with the sustainable development principle within the Wellbeing of Future Generations (Wales) Act 2015.

1 – Aim to reduce health inequalities across the county borough

2 – Creating a place that supports a healthy lifestyle, including:

- Reducing the overweight and obesity in children.
- Understand and address what helps to encourage people to become more physically active.

6. ASSUMPTIONS

- 6.1 The report has assumed that the council will remain able to continue its delivery of the SARS and meet the ambitions outlined within the Strategy in a post Covid 19 environment.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The report links to a number of corporate well-being objectives, namely.

- Objective 1 – Improving education opportunities for all and improving the learning environment.
- Objective 5 – Creating a County Borough that supports a healthy lifestyle in accordance with the sustainable development principle within the Wellbeing of Future Generations (Wales) Act 2015.
- Objective 6 – Supporting citizens to remain independent and improve their wellbeing – helping keep older people involved and active in their communities.

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 The Well-being of Future Generation (Wales) Act 2015 is about improving the social, economic, environmental and cultural wellbeing of Wales. It requires public bodies to think more about the long-term, working with people and communities, looking to prevent problems and take a more joined up approach. This will create a Wales that we all want to live in, now and in the future. The Act puts in place seven well-being goals:

- A prosperous Wales.
- A resilient Wales.
- A healthier Wales.

- A more equal Wales.
- A Wales of cohesive communities.
- A Wales of vibrant culture and thriving Welsh Language.
- A globally responsible Wales.

The issues outlined in this report make a contribution across the seven well-being goals, but in particular to the following areas:

1. **A healthier Wales:** There is significant evidence to support the view that undertaking an active lifestyle has significant benefits in terms of reducing the risk of cardiovascular disease along with positive impacts upon mental health and body weight control.
2. **A Wales of cohesive communities:** Caerphilly County Borough Council have communicated a vision through the SARS ensuring it's effectively placed to deliver a well-connected, socially inclusive communities.
3. **A globally responsible Wales:** There is significant evidence to support the positive impact that leading a healthy, physically active lifestyle has upon the economic, social and cultural well-being of Welsh residents.
4. **A more equal Wales:** There is significant evidence to support the positive role that engaging in community activity can play in supporting people to fulfil their potential from both an educational and socio economic perspective.

9. EQUALITIES IMPLICATIONS

9.1 There are no equalities implication arising from this report.

10. FINANCIAL IMPLICATIONS

10.1 There are no direct financial implications associated with this report.

11. PERSONNEL IMPLICATIONS

11.1 There are no personnel implications associated with this report.

12. CONSULTATIONS

12.1 The report reflects the view of the listed consultees.

13. STATUTORY POWER

13.1 Local Government Act 2000.

Author: Jeff Reynolds, Sport & Leisure Services Facilities Manager

Consultees: Councillor Ross Whiting, Cabinet Member Learning & Achievement

Councillor Tudor Davies, Chair of Environment & Sustainability Scrutiny
Councillor Adrian Hussey, Vice Chair of Environment & Sustainability Scrutiny
Mark S Williams, Interim Corporate Director - Communities
Rob Hartshorn, Head of Public Protection, Community & Leisure Services
Rob Tranter, Head of Legal Services & Monitoring Officer
Steve Harris, Head of Financial Services & S151 Officer
Lynne Donovan, Head of People Services
Anwen Cullinane, Senior Policy Officer
Jared Lougher, Sport & Leisure Services Development Manager

Background Papers:

- Report to Regeneration & Environment Scrutiny Committee – 28th June 2016, WAO review of the development of a sport and leisure strategy
- Report to Regeneration & Environment Scrutiny Committee – 8th November 2018, Draft Sport & Active Recreation Strategy 2019 – 2029
- Report to Cabinet – 14th November 2018, Draft Sport & Active Recreation Strategy 2019 – 2029

Appendix 1 – Wales Audit Office – Leisure Services Follow Up Review. April 2020



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

APPENDIX 1

Archwilydd Cyffredinol Cymru
Auditor General for Wales

Leisure Services Follow-up review – **Caerphilly County Borough Council**

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This document is also available in Welsh.

The team who delivered the work comprised Gareth Jones and Allison Rees, programme managed by Non Jenkins under the direction of Huw Rees.

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Summary

What we reviewed and why

- 1 In 2016, we undertook a review of Caerphilly County Borough Council's (the Council) Sport and Leisure Strategy. The review sought to answer the following question: **Is the Strategy likely to meet the future needs of the Council and citizens?**
- 2 The review concluded that **'the Council responded to its financial pressures in 2012 by reviewing its leisure centres and outdoor recreation and leisure facilities but given its stronger financial position for 2016-17 onwards, the Council can now take stock to adopt a more holistic and strategic approach to reviewing its sports and leisure services to ensure that together they can meet the future needs of its citizens'**.
- 3 We came to this conclusion because at the time we found that:
 - the Council had reviewed its core leisure facilities but did not yet have a clear vision or an integrated sports and leisure strategy that sets a clear direction for future leisure provision;
 - whilst there had been some good examples of stakeholder engagement, the Council lacked a project and engagement plan for developing an integrated sports and leisure strategy;
 - the Council had substantial budgetary pressures over the medium term but had not yet fully addressed the growing financial risks in sports and leisure services; and
 - until recently, the Council's approach to addressing the challenges facing sports and leisure services had not been sufficiently strategic but the Council was now strengthening its project management arrangements to help resolve this.
- 4 We made one proposal for improvement which is set out in **Exhibit 1** below.

Exhibit 1: proposal for improvement made in 2016

Proposal for improvement

- P1 The Council needs to develop and agree a holistic vision and strategy for its sports and leisure services, and set out how it will achieve this within the next 12 months. In doing so, the Council should ensure that:
- there is effective corporate oversight of the process;
 - relevant expertise from across the Council is involved at an early stage;
 - there is a clear plan for public and stakeholder engagement;
 - there are clear links to key corporate plans and priorities, particularly the medium-term financial plan;
 - options appraisals are undertaken based on a robust information base and the costs, benefits, risks and impacts of each of the options are assessed;
 - appropriate consideration is given to the impact of the strategy and future service provision on economic, social, environmental and cultural wellbeing by applying the principles of the Well-Being of Future Generations (Wales) Act;
 - governance and accountability mechanisms are identified to report and monitor progress in developing and implementing the vision and strategy; and
 - consideration is given to whether the capacity of the service to develop and implement an integrated sports and leisure strategy needs to be strengthened.

- 5 In October 2019, we undertook a follow-up review which asked the question: **Can the Council demonstrate it has taken effective action to address our proposal for improvement issued in 2016?**

What we found

- 6 Overall, we found that: **The Council has taken effective action to develop and agree a holistic vision and strategy for its sports and leisure services, but now needs to take some further important steps to deliver on its strategic ambitions.** We reached this conclusion because:
- following public and stakeholder engagement, Cabinet approved a ten-year Sport and Active Recreation strategy; and
 - the Council now needs to develop its strategy delivery plan to set out the priorities for action, the work required and the timescales involved in delivering its Sport and Active Recreation strategy.

Detailed report

The Council has taken effective action to develop and agree a holistic vision and strategy for its sports and leisure services, but now needs to take some further important steps to deliver on its strategic ambitions

Following public and stakeholder engagement, Cabinet approved a ten-year Sport and Active Recreation strategy

- 7 In November 2018, the Cabinet approved the Council's Sport and Active Recreation Strategy 2019-2029 (the Strategy). We were told during the fieldwork, this 10-year document is an enabling Strategy under which specific decisions will be taken over the period of the Strategy, such as decisions on rationalising the Council's leisure centres.
- 8 There are three key intended outcomes of the Strategy:
 - Better Health;
 - Healthier and Prosperous Communities; and
 - Securing a more efficient and financially sustainable future offer.
- 9 The Strategy is clear that the Council cannot and will not continue to provide leisure and sport in the same way.
- 10 The Council adopted the Welsh Government and Sport Wales blueprint for sport and active recreation in Wales: Facilities for Future Generations¹. The blueprint provides a framework for facility providers to help inform long-term, sustainable decision-making on the design, provision and maintenance of sport and recreation facilities.
- 11 The Council had a clear communication and engagement plan when consulting on the draft Strategy. On 27 June 2018, Cabinet approved a ten-week consultation exercise with a range of stakeholders which elicited 711 responses with a further 20 written responses.
- 12 The consultation process asked respondents whether there were any outcomes and/or actions missing, as well as any impact on rationalising the number of leisure centres. On 8 November 2018 and 14 November 2018, the Regeneration and Environment Scrutiny Committee and Cabinet respectively, received reports on the outcome of the consultation process with the officers' response to respondents' comments as well as a revised draft Strategy.

¹ http://sport.wales/media/1701808/1165_sports_wales_facilities_for_future_generations_report_v8.pdf

- 13 The Strategy references the Medium-Term Financial Plan (MTFP) and identifies reducing budgets, and the number of leisure centres across the County which are deteriorating in quality due to their age, as some of the key challenges in delivering the Strategy.
- 14 The Strategy links to the Corporate Wellbeing Objectives:
- Objective 1: Improving education opportunities for all and improving the learning environment;
 - Objective 5: Creating a County Borough that supports a healthy lifestyle and reduces inequalities in health across the County Borough in accordance with the Sustainable Development Principle within the Well-being of Future Generations (Wales) Act 2015; and
 - Objective 6: Supporting citizens to remain independent and improve their wellbeing – helping keep older people involved and active in their local communities.
- 15 The Strategy states that the cost of maintaining the leisure centres is the highest in Wales at over £1 million per annum. At the time of publishing its Strategy, the Council estimated that its subsidy per person was over £1.50 per visit and set out its ambition to reduce the level of subsidy to between £1 and £1.20 per visit. The Strategy states this cannot be achieved without a programme of rationalisation and modernisation of the current leisure centres.
- 16 The Council has identified significant leisure centre capital investment liabilities for its existing leisure centres. The Council has a rolling programme to update the condition surveys for each leisure centre. At the point of considering the Strategy, the council's 'last service-wide condition surveys undertaken on the leisure centre portfolio was in 2012' and estimated a liability of around £3 million. At the time of this review, the Council had updated its condition surveys for nine out of ten leisure centres with £3.6 million as the updated maintenance liability.
- 17 During the development of the Strategy, there was ongoing senior officer and member oversight. Between November 2016 and January 2018, the Corporate Management Team (CMT) and the Improving Services Board (later the Business Improvement Programme Board) received updates on the developing Strategy including the engagement of an external consultant to draft the Strategy and delivery plan.
- 18 In June 2017, the CMT received a report on the developing Strategy with officers requesting a 'steer' from CMT on the rationalisation of leisure centres and future management model. The Council are unable to provide evidence on the 'steer' given by CMT to officers at this meeting.
- 19 The CMT subsequently received the draft Strategy on 31 May 2018, and on 6 June 2018 the Policy Development Meeting considered the draft Strategy.² The

² The Policy Development Meeting is an informal meeting between the Council's Cabinet and Corporate Management Team but is not formally minuted.

Regeneration and Environment Scrutiny Committee considered the draft Strategy on 26 June 2018, and Cabinet one day later on 27 June 2018.

- 20 On 8 November 2018, following the ten-week consultation process, the Regeneration and Environment scrutiny committee received the draft updated Strategy and after a debate, recommended to Cabinet that it be approved. Cabinet considered the responses from the public and stakeholder consultation and the updated draft Strategy on 14 November 2018. Cabinet approved and formally adopted the Sport and Active Recreation Strategy 2019-2029.

The Council now needs to develop its strategy delivery plan to set out the priorities for action, the work required and the timescales involved in delivering its Sport and Active Recreation strategy

- 21 The Council's stated intention within the strategy is that:
*'It must provide a vision for where we are going and **how we are going to get there**, so that everyone understands what we can achieve, what to expect of us, as well as the roles that others have to play.'*
- 22 The 'what needs to be done' section of the Strategy is very high level and aspirational. It contains limited information on what actually needs to happen over the ten years to deliver against the three key Strategy outcomes. Although the Council's scope provided to the external consultant in 2016 included the development of a **delivery plan**, at the time of our fieldwork in 2019, the Council had not yet developed such a plan to support delivery of the Strategy.
- 23 The Council's development of its approach to the strategy's delivery is interconnected with a number of other strategic projects including band B of the 21st Century schools programme, the Council's emerging 'place shaping' approach and the Council's medium-term financial position. The Council will also need to consider the interrelationship with wider corporate priorities and well-being objectives. The Council will need to ensure that partner organisations, including the local health board are engaged effectively. The Council should keep its delivery approach under regular review over the Strategy's lifetime.
- 24 The Council will need to ensure that in delivering its vision for sport and active recreation for the benefit of the county borough's residents, this is done in a sustainably efficient, coherent, and transparent way.
- 25 The Council recognises that it has partly achieved an element of our 2016 proposal for improvement 'to consider whether the capacity of the service to develop and implement an integrated sports and leisure Strategy needs to be strengthened'. As an initial step, in January 2019 the Council appointed a Marketing Officer in the Sport and Leisure Service to promote physical activity opportunities across the county borough through a clear, holistic approach. In implementing its strategy, the Council will need to consider its internal capacity and what, if any, additional skills and knowledge (for example: on the design options for new or upgraded facilities,

latent demand analysis, etc) may be required to deliver specific elements of the strategy. The Council will need to consider whether it may need to increase capacity at specific points in the Strategy's lifetime, which may involve the engagement of external partners or consultants.

- 26 We were told during our fieldwork the Council's policy position is to retain the direct management and control of strategic leisure facilities. In addition, the work of an external consultant in 2014 considered different options for the future management of the Council's leisure centres and identified four strategic locations in the Borough. These strategic locations remain and are replicated in the Sport and Active Recreation Strategy 2019-2029. The Council will consider options for the operating model for other facilities in line with its stated intention within its strategy. The Council will produce detailed reports setting out a range of options for the future of individual facilities for decision. The Council will also need to ensure that it retains senior officer and member oversight and challenge of those proposed business cases.
- 27 The Council recognises that the Strategy is an overarching document under which specific decisions will be taken over the course of the Strategy. We recognise that the funding available for sports and active recreation may change over the Strategy's duration and the Council will need to develop robust business cases for change. In developing those business cases the Council will need to ensure that it undertakes effective options appraisals, including exploration of the widest range of management options, financial modelling, benefits, risks and impacts and that it engages with the public potentially affected by proposed changes to gauge and understand the possible impacts of the proposals.
- 28 Despite the ambitious nature of the Strategy, it is difficult to gauge what success would look like at the end of the Strategy. The Council recognises that whilst page 12 of the Strategy sets out a number of outcomes, it will need to further develop these over the life of the strategy.
- 29 The Council told us during our fieldwork that it will use its new Directorate Performance Assessments (started in April 2019) as part of its arrangements to **monitor** delivery of the Sport and Active Recreation Strategy. The Corporate Management Team consider these Assessments quarterly and the relevant scrutiny committee receives two assessments annually. The Directorate Performance Assessment notes three service priorities for Sport and Leisure. These are:
- 1) implement the ten-year Sport and Active Recreation Strategy;
 - 2) prepare and implement proposals for the development of Caerphilly Leisure Centre; and
 - 3) develop partnership working with PSBs and other partner organisations to improve the health and well-being agenda.

The Directorate Performance Assessment update available at the time of our fieldwork gave the following progress updates on delivering these priorities:

- 1) investment in Newbridge Leisure Centre agreed by Cabinet in April. Scheme being developed for completion in January 2020. Future of Pontllanfraith

Leisure Centre remains under consideration. New Leisure Lifestyle app has been launched.

2) in progress.

3) ongoing.

30 The Directorate Performance Assessment currently contains six performance measures relating to Sports and Leisure: These are:

- net cost per visit to indoor sport facilities (£);
- net Promoter Score - Leisure Customer Rating (0-10);
- number of participants in Sports Development and National Exercise Referral Scheme (NERs) activities;
- number of visits to indoor and outdoor sport facilities per 1,000 population;
- percentage of children aged 11 years able to swim 25 metres; and
- number of visits to Country Parks.

31 The Directorate Performance Assessment also reflects on progress in assisting the Council in delivering against the corporate Well-being Objective of 'Creating a County Borough that supports a Healthy Lifestyle in accordance with the Sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015'.

This objective has two long-term outcomes and at the time of the fieldwork, the Directorate Performance Assessment stated that this objective was 'progressing well'. The DPA however also noted that 'It is difficult to demonstrate impacts on health outcomes on a year to year basis, but we are able to demonstrate good levels of service user and community participation across a broad range of interventions and initiatives.'

32 The measures contained within the DPA do not completely align with the strategy's outcomes and the Council could consider reviewing the measures it currently uses to ensure that it is able to track and evaluate progress against the strategy's stated outcomes. The DPA currently contains few data sets to show progress against the strategy's second key outcome 'healthier and prosperous communities', particularly data showing the improvement to community sports club facilities, creating more sporting opportunities for participation and success and encouraging more volunteers.

33 The Strategy states that by 'adopting this strategy, the Council recognises that sport and active recreation make a significant contribution to achieve healthy lifestyles, education, economy and regeneration across the County Borough'. Sport and active recreation have a positive role in delivering wider corporate and partner objectives yet the current performance measures in the DPA do not reflect the contribution and impact delivering this Strategy may have on those wider corporate priorities.

34 In addition, improving the health of residents and communities are key outcomes of the Strategy. The Council needs to have assurance that there is synergy between

the key outcomes of the ten-year Strategy and performance measures reported to senior officers and members via the DPA.

- 35 To assess progress in delivering its Strategy, the Council may need to consider whether new measures may be required beyond the currently reported measures. Introducing new measures could result in the need for different data collection and recording processes that take time to 'pilot' and then embed in working practices. In developing a delivery plan, the Council will need to consider what information it will use in the future to monitor and report progress.
- 36 Improving the health of residents and communities is not the sole responsibility of the leisure and sports service but it plays a significant role. Working with other Council services, Public Services Board partners and other stakeholders who have similar ambitions to improve the public's health could provide further intelligence and support in setting and helping to achieve those measures that, over the course of delivering the ten-year Strategy, can aid in determining progress and achieve sustainable and effective outcomes. The Council's strategy reflects the need to work collaboratively with others. Existing and future collaborations could play a role in achieving the strategic outcome of improving health outcomes.

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ENVIRONMENT AND SUSTAINABILITY SCRUTINY COMMITTEE – 9TH FEBRUARY 2021

SUBJECT: BUDGET MONITORING REPORT 2020/21

REPORT BY: INTERIM CORPORATE DIRECTOR COMMUNITIES

1. PURPOSE OF REPORT

- 1.1 To inform Members of the most recent budget monitoring position for 2020/2021 for Communities Directorate Service Divisions, including Regeneration & Planning Division, Infrastructure Services Division, Public Protection Division and Community & Leisure Services Division.

2. SUMMARY

- 2.1 The report summarises the most recent budget monitoring projections for 2020/2021 based on the latest available financial information.
- 2.2 The attached appendices outline more detailed budget monitoring figures for each of the Council Fund Services outlined in paragraph 1.1 above.

3. RECOMMENDATIONS

- 3.1 Environment and Sustainability Scrutiny Committee Members are requested to note the contents of this report and the detailed budget monitoring pages that follow in respect of Infrastructure Services Division, Public Protection Division and Community & Leisure Services Division, which all fall within the remit of this Scrutiny.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 The Council Budget is based on the achievement of both expenditure and income targets. In order to ensure that these are met and the Council's financial integrity is maintained Directors are required to review income and expenditure trends.

5. THE REPORT

5.1 INTRODUCTION

- 5.1.1 The report outlines the revenue budget position for each of the service Divisions that form part of the Communities Directorate based on the most current financial information available. Projected outturn figures for the financial year are compared

with the budget to show the anticipated under/overspends. More detailed budget monitoring figures are shown in the appendices' 1a to 1d.

- 5.1.2 It should be noted that the budget report to Council on 20th February 2020 detailed the need to apply further budget efficiency savings in 2020/2021 to meet medium term financial plan (MTFP) targets and achieve budget strategy aims. Communities Directorate services were targeted to achieve new budget efficiency savings of £465k. The savings required and applied to service budgets were significantly lower than the £2.1million of savings originally considered, due to the more favourable financial settlement eventually received from Welsh Government.
- 5.1.3 It should be noted that this is the third monitoring report in a series of reports planned this financial year and continues to show that the financial position for each service is continuing to be significantly influenced by operational issues linked to the Covid-19 crisis. The position continues to evolve as the Covid-19 situation changes, with Welsh Government policies on restrictions and funding support being amended and changed. A number of key assumptions have been applied in the financial projections relating to ongoing disruptions to service provision, especially where services have been significantly curtailed and/or income has not been generated or significantly limited, such as leisure centres, tourism venues, schools catering, registrars fees and car parks, but some operational costs such as staff salaries and fixed overheads are still being incurred.
- 5.1.4 Some additional operational costs directly linked to Covid-19 continue to be subject to claims and payment from the WG hardship fund. Costs directly funded by WG are not included in the revenue budget monitoring position of services as outlined in this report. Claims are also being submitted to WG for lost income where services have temporarily ceased or have been significantly curtailed. Claims for lost income funding for the April to June period have been submitted to WG and £1.398million received as grant, covering lost income in relation to a range of services including schools catering, leisure centres, tourism venues, countryside, sports pitches, commercial waste collections, car parks, civil parking enforcement and registrars. This grant income is included in the revenue accounts of the services and the budget monitoring and greatly assists in reducing the level of projected overspend outlined in this report. Further a grant claim for the July to September period of £889.6k has also been submitted and payments of £793k received and £96k withheld awaiting additional confirmation. The financial projections in this report also include estimates of possible lost income funding for the 6-month period October 2020 to March 2021 of £2.197million. The estimates of lost income incorporated into these projections are calculated by first projecting the likely income and operating costs for each service (after taking into account assumptions regarding service operations, disruptions and site closures and also possible customer demand when services recommence on a limited basis or full service commencement) and comparing this to income the previous financial year before Covid-19. The position is however continually changing as services react to the latest position regarding Covid-19 and decisions and announcements from Welsh Government in relation to restrictions, local lock downs and firebreaks and funding support to Councils.
- 5.1.5 The table 1 below summarises the present budget monitoring position, with an overall Directorate over spend of £407k, but exclusive of ring-fenced budgets this overspend is increased to £906k. The overspend projected is overall less than that reported previously, primarily due to the changing position regarding the impact Covid-19 on services and the additional funding being received from WG in relation to Covid-19. Appendices 1a to 1d provide more detail on the budget variation projections for each Service Division.

TABLE 1

	ORIGINAL ESTIMATE 2020/2021	REVISED ESTIMATE 2020/2021	ANTICIPATED OUTTURN 2020/2021	ANTICIPATED VARIANCE 2020/2021 Under (Over)
	£000	£000	£000	£000
Regeneration & Planning Division	2,214	2,245	2,297	(52)
Infrastructure Division	19,917	19,969	20,034	(65)
Public Protection Division	7,450	7,513	7,061	452
Community & Leisure Services Division	21,673	21,823	22,566	(743)
Directorate General	176	177	176	1
NET DIRECTORATE	51,430	51,727	52,134	(407)
Home to School Transport - ring fenced under spend				331
Social Services Transport - ring fenced under spend				105
Cemeteries Task & Finish - ring fenced under spend				63
NET DIRECTORATE over spend (excluding ring fenced budgets)				(906)

5.2 REGENERATION & PLANNING DIVISION

- 5.2.1 Overall, the service division presently has a projected overspend of £52k on a £2.245million revised budget. The overspend is primarily linked to shortfalls in income in relation to tourism venues, industrial properties, planning and building control fees and search fees, all of which have in recent years underachieved income targets. The tourism venue projections do however assume that WG funding for lost income due to Covid-19 will be received for the full financial year, which significantly improves the financial outlook for the venues.
- 5.2.2 Development Control is reporting overspend of £99k primarily due to a projected shortfall in planning application fees of £115k compared to the budget of £538k. At present there is no apparent negative impact of Covid-19 on the number of planning application fees, as the fee income levels although below budget are greater than the previous financial year. Pre-application advice fee income is also projected at £6k below budget. Underachievement in income is partly offset by delayed filling of a vacant post. Building Control is reporting overspend of £64k due to a shortfall in income against the £273k budget, again, there seems to be no apparent impact of Covid-19 as fee levels are similar to the previous year. Building Control fees have also been well below the budget targets for a number of years.
- 5.2.3 Strategic Planning is presently projected to be £21k underspent due to delayed filling of a vacant post and staff on reduced working hours. Planning administrative, technical and GIS/Land Gazetteer support services is underspent by £33k due to delayed filling of vacant posts, staff not top of the incremental scales and additional administrative fee income from managing the CIL (Community Infrastructure Levy) service. Land charge services are £27k overspent due to a shortfall in search fee income compared to the budget of £113k. Again, unclear if Covid-19 is having an impact on search fee income and search fees were £26k short of the budget last year.

- 5.2.4 Business Support and Urban Renewal report underspend of £87k, primarily due to additional staff fee income supporting grant funded projects, reduced spend on community projects and other operational costs but offset by additional cost of NNDR on vacant properties under the team's management. Town Centre Management is projecting underspend of £3k.
- 5.2.5 There is a projected £93k overspend in relation to industrial properties primarily due to shortfall in property rents of £224k linked to units being unoccupied, partly offset by reductions in building maintenance and energy. Despite overspend reported, the industrial and office property portfolio does generate income of £2.1million to the Council. The service is proactively seeking to ensure vacant units are let as quickly as possible by identifying businesses interested in taking up a rental.
- 5.2.6 Overall Tourism Venues are reporting combined overspend of £55k which is less than overspend of £102k reported earlier. Covid-19 has had a significant impact on the tourism venues due to closure of the facilities and restricted service provision. Llancaiach Fawr and Cwmcarn VC have seen the most significant impact financially due to restrictions linked to services such as the Manor House, school visits and wedding ceremonies for Llancaiach Fawr and camp site (including the pods and chalets') for Cwmcarn and also no car park income due to Councils free parking policy. Both venues also have a large element of fixed costs linked to the buildings and also staff have continued to be paid. In contrast, although BMI has experienced a significant loss of income from events, shows and the pantomime, this has been offset by greater opportunity to reduce variable costs particularly linked to artist & production fees, publicity & promotion and energy costs. It is difficult at this stage to anticipate what levels of income might be generated and further assessments will be made as the restrictions imposed due to Covid-19 continue to change. However, WG funding of £133k has been received in relation to lost net income for the April to June period and a further £128k submitted claims for July to September and further claims anticipated for the October to March period of £178k. The additional grant funding included in these projections significantly reduces the level of projected overspend to £55k. The overspend in Tourism venues is partly offset by underspend of £58k in relation to Arts Development where programmes of work commissioned have been curtailed due to Covid-19.
- 5.2.7 Tourism events in contrast, report net underspend of £51k. There have been no events taking place this year and none are planned for the remainder of the year, so there is a significant reduction in operating expenditure (£265k), albeit some staffing costs are being incurred as stewards are being paid an average salary. Underspend in operating costs are however offset to a great extent by there being no income generated from pitch hires and trading concessions at the various events (£204k).
- 5.2.8 Community Regeneration is reporting a £24k underspend primarily due to reduced spend on Community projects and rent income in excess of running costs for the Community hubs.
- 5.2.9 There is underspend in senior management support of £9k due to staff not paid at the top of the incremental scale.
- 5.2.10 Children and Communities and C4W initiatives are both fully funded from grant, the revised estimate and projections reflect approved budget virements to other areas supported by the flexibility funding and additional WG grant funding of £191k.

5.3 INFRASTRUCTURE DIVISION

- 5.3.1 Infrastructure is overall reporting over spend of £65k on a £19.969million revised budget, but after excluding budget variations in relation to Home to School Transport (£331k underspend) and Social Services Transport (£105k under spend) which will be ring fenced and appropriated back to the Service Directorates, there is an over spend of £501k, this includes WG funding for lost income in some service areas, already received for the period April to June and assumed and included in the projections for July to March 2021.
- 5.3.2 Highway Operations is actually reporting underspend of £243k. Highway maintenance is underspending by £277k mainly due to delays in projects and schemes commencing due to Covid-19, albeit this is offset by overspend in relation to NCS (see paragraph 5.3.6 below) as the in- house contractor has suffered from reduced workload. The under spend in highway maintenance is partly offset by £52k overspend in street lighting where price increases have more than offset reductions in energy consumption albeit the ongoing investment in LED street lights has helped to reduce energy consumption and costs. There is also overspend in relation to SAB £43k (sustainable drainage) after £10k of lost income funding is included due to reduced work. There is also reduced income in relation to new roads and street works act (NRSWA) albeit WG funding for lost income is assumed for April to March. At present winter maintenance costs are difficult to predict but it is assumed the full budget of £1.1million) will be spent.
- 5.3.3 EPG (Engineering Projects Group) is reporting underspend of £36k with reductions in fee income being more than offset by reduced salary and agency costs.
- 5.3.4 Transportation Engineering overall is projecting a large overspend of £523k. This is mainly due to reduced income linked to Covid-19 in relation to car parking of £733k (albeit WG grant funding of £130k has been received for the April to June period). The Council had made the decision not to charge for car parks until March 2021 due to the impact of Covid-19 on employment and town centre trade and so income generation is significantly reduced. Further, lost income in relation to car parks for July onwards cannot form part of any claims to WG, because WG have stipulated that any local Council decisions impacting on future income generation cannot be considered for funding. Shortfalls in income generated from Civil Parking Enforcement (CPE) of £250k is offset by £196k of estimated WG funding for lost income for the April to March period (including £49k received April to June and £32k July to September) and a reduction in CPE operational costs. There are also underspends in relation to school crossing patrols of £82k due to vacant posts linked to sites not meeting ROSPA criteria.
- 5.3.5 Public Transport is reporting an under spend of £214k, with underspend in relation to bus subsidies of £96k linked to the 75% retainer initiative during the Covid-19 crisis and reduced service provision partly offset by increased PPE spend. Also, underspend in Passenger Transport Fee Income £28k due to extra management income for Bus Contactless payment scheme and some underspend in staffing £64k. Lost income in relation to bus departure charges of £100k is funded by estimated £99k lost income funding from WG for April to March (including £18k received for April to June and £28k for July to September).
- 5.3.6 At this stage Network Contracting Services (NCS) is anticipating a deficit of £462k with an underachievement in the income targets primarily linked to a significantly reduced workload due to Covid-19 along with the need to adhere to social distancing and TU agreement that only limited staff were able to work in the early stages of the pandemic.

NCS is heavily dependent on the volume and value of work secured during the year and this is monitored closely along with productivity levels within the workforce. However as noted in paragraph 5.3.2 above there is underspend in the main highway maintenance budgets due delays in schemes that NCS would normally be undertaking.

- 5.3.7 Home to School Transport is presently projecting underspend of £331k on a £7.2million budget, with £513k underspend in contractor costs linked to the 75% retainer scheme introduced during the height of the Covid-19 pandemic when the school services were not operating (this includes an anticipated increase by 10% from January 2021 on bus contracts of £120k). These underspends are partly offset by estimated additional expenditure of £180k to support bus contractors in relation to PPE, sanitiser and cleaning requirements now school transport services are recommencing.
- 5.3.8 Social Services Transport is projecting under spend of £105k including £30k on salaries, £19k vehicles and £55k for service operators. Again, there is risk of operator failure leading to increased cost in future although this is partly an in-house operator function rather than private contractor.

5.4 **PUBLIC PROTECTION**

- 5.4.1 Public Protection is presently projecting underspend of £452k on an overall revenue budget of £7.512million revised budget.
- 5.4.2 Environmental Health is currently projecting a net underspend of £278k. This includes underspend in Community Safety Wardens (£54k) and Enforcement (£84k) mainly due to salary underspend from staff on reduced hours and delayed filling of vacant posts and underspend in some other operational costs. There is also underspend in relation to Pollution control of £156k partly due to vacant posts, but primarily due to £130k grant received from WG to fund staffing costs linked to Hafodyrynys. At this stage it is not known whether this will be required to fund any shortfall in the purchase/compensation Capital grant received from WG to fund the acquisition and payment of compensation for the houses at Hafodyrynys. There is a ring-fenced reserve of £268k for this purpose, but until the final properties are all purchased and associated costs paid the final costs and funding requirement cannot be established. There are also a number of other ongoing issues in respect of air quality, pollution and contaminated land and these are being closely monitored as any increases in this area would impact on the overall financial position.
- 5.4.3 Trading Standards, Licensing, Registrars and CCTV services are projecting net underspend of £110k, this is primarily due to staff vacant posts and staff not on the top of incremental scales. Registrars is projecting a significant shortfall in income due to reduction in wedding and civil ceremonies linked to Covid-19, where income could be £109k below the £250k budget. However, a claim to WG for lost income for the April to June period of £58k has been submitted of which 50% has been paid, with the balance being held by WG, as this will be subject to review nearer to the year end. An additional claim for July to September of £32k has been submitted and a further £45k included in this monitoring for the October to March period. This additional funding significantly improves the financial position of the Registrars service. Licensing income is also £23k below budget mainly relating to reductions in numbers of temporary events notices and changes to Premises and Personal licences associated with pubs and clubs and also street trading applications. At this stage some of this could be considered to be delayed income due to Covid-19 not fully lost income and therefore no assumption is made on lost income funding from WG.

5.4.4 Catering Services are now projecting underspend of £63k on a £3.7million budget (previously a £320k overspend was being projected), the improvement is due to the inclusion of additional external funding as detailed below. Free school meal provision to pupil's homes has continued from the end of March through to the October half term. WG have been providing hardship funding for additional costs incurred by the Council, at £2.72 per meal (representing the estimated difference in cost of providing a free school meal at school compared to a free school meal delivered to pupils' homes). However, at the start of September and start of new school terms, WG reduced the funding subsidy per meal to £1.03 and from mid-September the funding ceased as WG assumed that school canteen facilities would reopen. However, Caerphilly Council school canteens did not reopen until after the October half term and free school meals to pupils' homes continued until the canteens reopened without additional WG funding. In addition, there has been a significant increase in free school meal take up since meals have been delivered to pupil's homes and therefore overall increase in cost of free school meals. In recognition of the increase in free school meal take up and the absence of WG support from the end of September, the financial projection for Catering includes additional funding of £307k, which is from additional money received by the Council linked to universal credit changes and impact on free school meals. Catering services have also experienced a significant reduction in cash income from pupils who normally pay for their meals, because school canteens have been closed from April through to the October half term. However, in recognition of this WG funding of £362k representing net lost cash income for April to June period has been received and £245k recently received for July to September. A further £720k is estimated for the October to March 2021 period after considering the likely income generation for the remainder of the year, now canteens are operating, compared to last year. Without this lost income funding Catering would be reporting a fairly significant overspend. The staff restaurant is also closed and is likely to be for this financial year, this will result in income shortfall of £180k from meal sales offset by reduced food costs, albeit lost income funding from WG of £47k is included in the projections including £15k paid for April to June, £13k for July to September and £19k for October through to March.

5.5 COMMUNITY & LEISURE SERVICES

5.5.1 The Community & Leisure Division is presently projecting overall a net overspend of £743k on a budget of £21.823 million revised budget, this overspend primarily relates to leisure services as noted below.

5.5.2 Waste Management & Cleansing Services is overall presently only reporting overspend of £8k on a budget of £14.166 million. There is anticipated overspend in waste collection costs for the various waste streams of £394k, due to a combination of additional agency and staff cover linked to sickness absence and Covid-19 related shielding and isolation, also additional vehicle hire, albeit this is offset by a reduction in anticipated expenditure on vehicle acquisitions (underspend in RCCO revenue contribution to capital outlay) of £151k. Waste treatment costs are now showing overspend of £186k, this is due to a fairly significant increase in both dry recycling (£583k overspend) and residual waste (£378k overspend) over the past few months, which seems to be due to increased household kerbside waste linked to Covid-19 related lock downs and firebreak restrictions. However, a claim of £98k was submitted and paid by the Welsh Government hardship fund, representing increased tonnage compared to last year for the April to September period, which was considered to be due to Covid-19 restrictions. It is then assumed that a further £93k will be claimed for the October to March period. This additional funding reduces the level of projected overspend significantly. In addition, underspend in organic treatment of £86k and also CA sites £573k (due to ongoing proof of residency

policies and significant reductions in out of County waste) further offset the projected overspends in residual and dry recycling waste treatment. Waste treatment costs will be monitored closely however as they can vary due to changes in tonnage of waste and variations in contract prices. There is presently anticipated overspend in relation to commercial waste of £260k due to a shortfall in income from external customers, this has been a problem for a number of years, but has been accentuated this year by the impact of Covid-19. However, £49k of funding has been received from WG for the net lost income for April to June, although no further funding is anticipated, as it was a Council decision not to charge organisations that were not trading during the July to September period. Sustainable Waste Management Grant (SWMG) from WG is £38k greater than budgeted as a result of revisions to WG allocations. The overspends in waste management noted above, are also to a great extent, offset by an increasing projected underspend in street cleaning (£646k) which is due to a combination of staff vacant posts and staff continuing to be redirected to help cover waste collection rounds due to Covid-19 related and general sickness absence.

- 5.5.3 An underspend of £59k is projected for Parks & Countryside, Outdoor Facilities and Cemeteries. Cemeteries is reporting a £63k under spend due reductions in cemetery maintenance requirements. Any underspend in relation to cemeteries is ring fenced for future investment in cemetery infrastructure. Parks & Countryside combined is reporting underspend of £42k due to staff vacant posts part offset by additional agency requirement and reduced material & equipment spend linked to reduced grass cutting and sports pitch maintenance during the early days of the Covid-19 crisis. These underspends are part offset by a £60k reduction in country park car park income as a result of the Council decision not to charge for the remainder of the year albeit WG funding of £14k has been received for April to June period to part offset this shortfall. Parks HQ has overspend of £47k primarily due to maintenance work at Abercarn depot partly offset by reduced plant & equipment repairs. Outdoor facilities is reporting a near break- even position, with a shortfall in pitch hire income due to Covid-19 restrictions being offset by reduced pavilion attendants' costs, reduced pavilion maintenance costs and WG funding towards lost income of £30k.
- 5.5.4 Leisure Centres are reporting overspend of £528k. The leisure centres have been closed for long periods due to the Covid-19 crisis with no income being generated. This is accentuated by the fact that staffing costs are still being incurred and an element of other operating expenditure is fixed cost in nature and cannot easily be reduced while the centres have been closed. The overspend projection does however include WG funding of £549k received for net lost income for the April to June period, along with lost income funding for July to September of £352k. In addition, the projection includes estimated lost income of £500k for both the October to December and January to March periods. Income generation is however very difficult to project accurately due to the ever-changing position regarding Covid-19 restrictions and impact on the Councils Leisure Centres. Leisure Centres have from the start of September started to reopen on a phased basis, which has involved the unlocking of activity and increasing user numbers as Government and industry guidelines allow. Also, customer attitudes to returning to activity is playing a big factor. At present it is assumed that customer activity and income generation maybe 22% of normal activity and that any shortfalls in income when compared to previous years will be funded from WG lost income grant support as noted earlier. The additional WG funding assumed significantly improves the financial outlook for the leisure centres, albeit overspend of £528k is still anticipated as noted above, because historically over the past few years leisure centres have underachieved income budget targets. The overspend on Leisure Centres is part offset by a £38k underspend in Leisure HQ, primarily due to vacant posts and reduced spend on marketing and training.

- 5.5.5 Community Centres are at present projecting underspend of £40k on a £359k budget due to reductions in operating costs. Caerphilly Adventures is reporting a large overspend of £285k. This service has in recent years reported overspends (£121k outturn 2019/2020), as operating costs have not been fully recovered by fee income from courses, albeit revised fee rates for 20/21 have been agreed with Education Directorate and schools, which would have helped to address the income shortfall in previous years. However, this year the financial position has deteriorated due to a significant reduction in income generation linked to Covid-19 and courses not being provided. Lost income funding for April to June of £5.4k has been received and a further £21k for July to September claimed, however, the lost income claims are for external income only, so internal income related to schools including alternative curriculum support, which accounts for most of the income generated is not part of the WG funding support. Sports Development is projecting a break-even position, with any shortfall in external income from summer school and other arranged sports activities being funded via WG lost income claims.
- 5.5.6 Vehicle Maintenance & Fleet Management is currently projecting overspend of £107k, primarily due to a reduction in repair work. The outturn position will be dependent on the value of work through the workshop over the next few months and the ability to finance fixed overheads.
- 5.5.7 Building Cleaning is at present reporting underspend of £48k. Building Cleaning work has been affected by the Covid-19 crisis, with limited or no cleaning for a period of time being undertaken at Council buildings such as schools, leisure centres, tourism venues and libraries. However, building cleaning have needed to provide enhanced cleaning to school hubs and corporate offices and also increased cleaning regimes at schools in preparation for schools reopening for the autumn term and during the autumn term. The decision was also made for all Council internal charges to be levied, so Building Cleaning services are still generating the income needed to cover staffing costs.

5.6 MEDIUM TERM FINANCIAL PLANS (MTFP) SAVINGS 2020/2021

- 5.6.1 The 2020/21 revenue budget for Communities Directorate included targeted MTFP savings of £465k. As noted in paragraph 5.1.3 above the savings required and applied to service budgets were significantly lower than the £2.1million of savings originally considered, due to the more favourable financial settlement eventually received from Welsh Government. The savings applied are summarised in table 2 below. The projected overspends and under spends discussed in the above paragraphs take account of these savings targets.

TABLE 2

Service Division	Approved Savings 2020/2021 £000
Regeneration & Planning Division	211
Infrastructure Services Division	0
Public Protection Division	71
Community & Leisure Services Division	183
TOTAL	465

5.6.2 A number of the MTFP savings applied in 2020/2021 have not been achieved as yet, most due to the significant disruption caused by the Covid-19 crisis and an inability to action many of the initiatives. This would include:

- Regeneration, Tourism Venues and events additional income across a number of venues of £32k.
- Catering services additional income from comprehensive schools (£12k) and also the restaurant facilities at Ty Penallta (£10k).
- Community & Leisure, Parks operations, deletion of an administrative post £25k and closure of Penallta depot £24k.

5.6.3 Most of the unachieved MTFP savings are associated with additional income generation, which as detailed in the body of this report has been significantly reduced across many services due to the Covid-19 crisis. Income generation would under normal circumstances normally have a greater risk of non-achievement, due to the volatility in customer demand for services and factors outside the control of the service that can impact on usage and income levels, but the Covid-19 crisis has accentuated these problems significantly.

5.7 CONCLUSION

The Communities Directorate provides a diverse range of services, as outlined in the report and appendices and the report notes that the services face significant ongoing financial pressures due to the requirement to achieve budget savings in support of the Councils medium term financial plan. Financial pressures this year, have been further significantly increased by the impact the Covid-19 crisis has had on service provision, with a number of services not being provided or being significantly curtailed and some services experiencing significant reductions in income generation. The operational managers will endeavour to ensure however that service net expenditure does not exceed the budget available.

As noted in paragraph 5.1.4 the additional financial support received from WG linked to costs directly associated with Covid-19 and the financial support in recognition of lost income due to Covid-19 has significantly assisted in reducing projected overspends.

6. ASSUMPTIONS

6.1 Expenditure and income projection assumptions are included in this report many based on likely future scenarios linked to Covid-19, in particular the length of time that some services may not be provided or continue to be significantly curtailed. The financial position of each service may well vary significantly later in the year if the position regarding Covid-19 changes.

6.2 The financial monitoring assumes that all staff of the Authority will continue to be paid their full salary, irrespective of the position regarding the ability of the service to provide services to the general public, this includes staff on casual and relief contracts who continue to receive an average pay.

- 6.3 Finally the financial projections include WG funding to support services who have incurred additional costs associated with Covid-19 and/or have significantly reduced income generation due to the impact Covid-19.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The content of the report is in accordance with the budget strategy considered and approved by Council at its meeting of 20th February 2020.

- 7.2 The content of the report is in accordance with the budget strategy considered and approved by Council at its meeting of 20th February 2020.

- 7.3 Budget management itself is in accordance with the corporate theme of Delivering the Strategies.

7.4 Corporate Plan 2018-2023.

Effective financial planning and financial control contributes towards all the Corporate Well-being Objectives of:

Objective 1 - Improve education opportunities for all

Objective 2 - Enabling employment

Objective 3 - Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people's well-being

Objective 4 - Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment

Objective 5 - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015

Objective 6 - Support citizens to remain independent and improve their well-being
The objectives are high level themes and each have several outcomes that sit underneath them, (36 in total) so it may benefit the author to look at the outcomes within the plan to understand the cross-cutting nature of the Council's priorities with regard to any impact the report may have on the Corporate Plan.

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 Effective financial management is a key element in ensuring that all the Well-being Goals within the Well-Being of Future Generations (Wales) Act 2015 are met.

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales

- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh Language
- A globally responsible Wales

8.2 Effective financial management is also consistent with the five ways of working as defined within the sustainable development principle in the Act.

- Long Term – The importance of balancing short-term needs with the need to safeguard the ability of future generations to meet their long-term needs
- Prevention - How acting to prevent problems occurring, or getting worse, may help public bodies meet their objectives
- Integration – Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies
- Collaboration – Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives
- Involvement – The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.

9. EQUALITIES IMPLICATIONS

9.1 There are no potential equalities implications of this report and its recommendations on groups or individuals who fall under the categories identified in Section 6 of the Council's Strategic Equality Plan. There is no requirement for an Equalities Impact Assessment Questionnaire to be completed for this report.

10. FINANCIAL IMPLICATIONS

10.1 As noted in the table in paragraph 4.1.3 above some service under/overspends will be appropriated to ring fenced reserves including Social Services Transport (£105k underspend), Home to Schools Transport (£331k underspend) and Cemeteries (£63k underspend). In line with the Council's reserves protocol, general revenue underspends not subject to specific ring fencing are appropriated to Directorate strategic reserves and Council working balances on a 50/50 basis, however any Directorate over spends will be appropriated to Service Directorate reserves in full and will require funding from previous years reserve balances where they exist or future years revenue budgets.

10.2 Based on current projections, combined general revenue overspend for the Directorate of £906k in relation to Regeneration & Planning, Infrastructure, Community & Leisure services and Public Protection would be appropriated to Communities Strategic reserve (this excludes ring fenced under/overspends noted in paragraph 10.1).

10.3 As noted in the report the overall outturn position of each Service Division will be affected by Covid-19 and on the impact this has on ongoing service provision and also on decisions made by Welsh Government in terms of additional financial support provided in recognition of additional costs being incurred and/or reduced income generation to the Council.

11. PERSONNEL IMPLICATIONS

- 11.1 Members will be aware that when setting the budget, MTFP savings were identified for the Communities Directorate in relation to vacancy management savings, these are reflected in the financial figures reported.

12. CONSULTATIONS

- 12.1 There are no consultation responses, which have not been included in this report.

13. STATUTORY POWER

- 13.1 Local Government Act 1972 and 2000.

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Consultees:

Councillor D.T Davies Chair Environment & Sustainability Scrutiny Committee
Councillor A Hussey Vice Chair Environment & Sustainability Scrutiny Committee
Christina Harray, Chief Executive.
Mark S Williams Interim Corporate Director of Communities
Robert Hartshorn, Head of Public Protection, Community & Leisure Services
Rhian Kyte, Head of Regeneration and Planning
Marcus Lloyd, Head of Infrastructure
Steve Harris, Head of Financial Services & Section 151 Officer
Jane Southcombe, Education Financial Services Manager
Dave Roberts, Principal Group Accountant
Paul Adams, Senior Assistant Accountant
Mike Jones, Interim Financial Services Manager Social Services

Background Papers:

Divisional budget monitoring working papers 2020/21

Appendices:

Appendix 1A Budget Monitoring Report - Regeneration and Planning
Appendix 1B Budget Monitoring Report - Infrastructure Services Division
Appendix 1C Budget Monitoring Report - Public Protection Division
Appendix 1D Budget Monitoring Report - Community and Leisure Services

Links to other Documents:

Minutes Council Meeting 20/2/2020: Budget Proposals for 2020/21 and Medium-Term Financial Outlook – Agenda Item No. 8 [Link to Special Council 20th February 2020](#)

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DIRECTORATE OF COMMUNITIES	Estimate 2020/21	Revised Estimate 2020/21	Projected Outturn 2020/2021	Variance 2020/21
<u>REGENERATION & PLANNING</u>				
Regeneration & Planning Senior Management Support	211,926	213,483	203,970	9,513
Regeneration & Planning Administrative Support	533,470	537,133	523,532	13,601
Support Services				
Business Support & Urban Renewal	577,380	580,247	493,285	86,962
Events	78,253	78,540	27,222	51,318
Property Operations	(1,325,762)	(1,325,762)	(1,232,636)	(93,126)
Town Centre Management	199,209	200,061	197,260	2,801
Marketing & promotion	0	0	0	0
Tourism Venues				
Tourism Venues Management Support	61,529	61,978	62,857	(879)
Llanciach Fawr	380,853	384,887	462,025	(77,138)
Winding House & Museum	157,930	158,688	128,845	29,843
Caerphilly Visitor Centre	62,073	63,153	63,153	(0)
Cwmcarn Visitor Centre	243,165	246,018	306,727	(60,709)
Blackwood Miners Institute	302,847	305,485	252,345	53,140
Arts Development	157,175	158,134	99,603	58,531
Community Regeneration	139,591	140,371	116,230	24,141
Children & Communities Grant				
Expenditure	1,403,068	1,497,754	1,497,754	0
Grant Funding	(1,403,068)	(1,497,754)	(1,497,754)	0
C4W Grant				
Expenditure	597,465	597,465	597,465	0
Grant Funding	(597,465)	(597,465)	(597,465)	0
Planning Services				
Planning Services Management	78,027	78,605	78,435	170
Strategic Planning	328,030	330,205	308,679	21,526
Development Control	(77,450)	(74,448)	24,923	(99,371)
Building Control	(48,994)	(47,619)	16,458	(64,077)
Land Charges	(5,749)	(5,316)	21,643	(26,959)
GIS & Land Gazetteer	160,694	161,867	142,848	19,019
TOTAL NET BUDGET	2,214,197	2,245,710	2,297,404	(51,694)

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<i>ENVIRONMENT DIRECTORATE</i>	Page No	Estimate 2020/21	Revised Estimate 2020/21	Projected Outturn 2020/2021	Variance 2020/2021
<i>INFRASTRUCTURE DIVISION</i>					
<i>HIGHWAY SERVICES</i>		9,157,623	9,166,412	8,923,325	243,087
<i>ENGINEERING PROJECTS GROUP</i>		(92,163)	(83,224)	(109,192)	25,968
<i>TRANSPORTATION ENGINEERING</i>		473,521	483,081	1,005,980	(522,899)
<i>PASSENGER TRANSPORT</i>		1,648,785	1,650,960	1,437,250	213,710
<i>HOME TO SCHOOL TRANSPORT</i>		7,281,504	7,282,962	6,951,823	331,139
<i>SOCIAL SERVICES TRANSPORT</i>		1,552,829	1,557,420	1,452,021	105,399
<i>NETWORK CONTRACTING SERVICES</i>		(124,899)	(107,948)	354,256	(462,204)
<i>ENGINEERING - GENERAL</i>		19,336	19,336	18,408	928
<i>TOTAL NET EXPENDITURE</i>		19,916,536	19,968,999	20,033,871	(64,872)

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<i>DIRECTORATE OF THE ENVIRONMENT</i>	Page No	Estimate 2020/2021	Revised Estimate 2020/2021	Projected Outturn 2020/2021	Variance 2020/2021`
<u>PUBLIC PROTECTION DIVISION</u>					
<i>TRADING STANDARDS</i>		772,055	777,353	734,155	43,198
<i>LICENSING</i>		91,989	94,838	95,692	(854)
<i>REGISTRARS</i>		53,417	55,629	24,881	30,748
<i>CCTV</i>		417,023	420,081	388,594	31,487
<i>COMMUNITY WARDENS</i>		239,720	240,083	186,052	54,031
<i>CORPORATE AND DEMOCRATIC COSTS (CDC)</i>		57,631	58,052	52,971	5,081
<i>HEALTH DIVISIONAL BUDGET</i>		293,052	294,906	309,718	(14,812)
<i>COMMUNITY SAFETY PARTNERSHIP</i>		46,963	47,624	67,319	(19,695)
<i>ENFORCEMENT</i>		642,501	646,647	562,428	84,219
<i>POLLUTION</i>		398,936	401,196	244,746	156,450
<i>FOOD TEAM</i>		591,349	595,703	591,740	3,963
<i>EMERGENCY PLANNING</i>		105,923	106,634	92,293	14,341
<i>CATERING</i>		3,739,710	3,773,573	3,710,063	63,510
<i>TOTAL NET EXPENDITURE</i>		7,450,269	7,512,319	7,060,652	451,667

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<i>DIRECTORATE OF THE ENVIRONMENT</i>	Page No	Estimate 2020/2021	Revised Estimate 2020/2021	Projected Outturn 2020/2021	Variance 2020/2021
<u>COMMUNITY & LEISURE SERVICES</u>					
WASTE MANAGEMENT					
<i>Residual Waste</i>		2,282,953	2,286,943	3,032,358	(745,415)
<i>Organics recycling</i>		1,350,335	1,356,607	1,206,825	149,782
<i>Civic Amenity Sites</i>		3,082,763	3,086,961	2,455,653	631,308
<i>Waste Transfer Station</i>		107,968	108,232	118,467	(10,235)
<i>Dry Recycling</i>		2,714,455	2,721,197	3,366,472	(645,275)
<i>RCCO</i>		391,000	391,000	240,000	151,000
<i>Bulky Waste</i>		128,220	128,583	91,857	36,726
<i>Commercial Waste</i>		(508,650)	(507,555)	(247,069)	(260,486)
<i>Other Waste</i>		23,148	23,148	21,295	1,853
<i>Trehir</i>		131,451	131,451	118,279	13,172
<i>Sustainable Waste Management Grant</i>		(849,804)	(849,804)	(888,479)	38,675
<i>HQ Staff</i>		1,232,590	1,239,736	1,255,127	(15,391)
CLEANSING					
<i>Public Conveniences</i>		0	0	(299)	299
<i>Street Cleansing</i>		4,079,727	4,100,682	3,454,422	646,260
GROUND MAINTENANCE AND PARKS					
<i>Cemeteries</i>		(201,269)	(198,904)	(262,051)	63,147
<i>Allotments</i>		37,804	37,804	31,572	6,232
<i>Parks and Playing Fields</i>		1,763,051	1,776,584	1,716,657	59,927
<i>Playgrounds</i>		276,548	277,171	276,718	453
<i>Outdoor facilities</i>		237,104	238,049	236,753	1,296
<i>Community Assets Funding</i>		0	0		0
<i>Countryside</i>		893,301	902,218	926,959	(24,741)
<i>HQ Staffing</i>		998,661	1,004,010	1,051,500	(47,490)
LEISURE SERVICES					
<i>Leisure Centres</i>		2,672,870	2,702,129	3,192,458	(490,329)
<i>Sports & Health Development</i>		21,480	21,782	21,782	(0)
<i>Outdoor Education</i>		153,993	157,752	443,227	(285,475)
<i>Community Centres</i>		359,171	361,349	321,000	40,349
		21,378,870	21,497,125	22,181,483	(684,358)
<i>Building Cleaning</i>		570,558	598,354	549,830	48,524
<i>Vehicle Maintenance & Fleet Management</i>		(276,299)	(272,270)	(165,023)	(107,247)
Total net expenditure Community & Leisure Services		21,673,129	21,823,209	22,566,290	(743,081)

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