

CAERPHILLY COUNTY BOROUGH COUNCIL
FINANCIAL PLAN 2015 - 2016



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Council Tax Make Up 2015/2016

Authority	Levy	Council Tax per D - Band Property
	£'000	£
Caerphilly County Borough Council	58,845	992.02
Police & Crime Commissioner for Gwent	12,553	211.62
Community Councils	<u>655</u>	<u>11.05</u>
	<u>72,053</u>	<u>1,214.69</u>
Council Tax Base	<u>59,318.14</u>	

Council Tax 2015/2016

Valuation Bands	A	B	C	D	E	F	G	H	I
	£	£	£	£	£	£	£	£	£
Caerphilly County Borough Council	661.35	771.57	881.80	992.02	1,212.47	1,432.92	1,653.37	1,984.04	2,314.71
Police & Crime Commissioner for Gwent	141.08	164.59	188.11	211.62	258.65	305.67	352.70	423.24	493.78
Community Councils									
Aber Valley	9.85	11.50	13.14	14.78	18.06	21.35	24.63	29.56	34.49
Argoed	8.00	9.33	10.67	12.00	14.67	17.33	20.00	24.00	28.00
Bargoed	10.85	12.65	14.46	16.27	19.89	23.50	27.12	32.54	37.96
Bedwas, Trethomas & Machen	11.55	13.47	15.40	17.32	21.17	25.02	28.87	34.64	40.41
Blackwood	11.33	13.22	15.11	17.00	20.78	24.56	28.33	34.00	39.67
Caerphilly	8.67	10.11	11.56	13.00	15.89	18.78	21.67	26.00	30.33
Darren Valley	11.88	13.86	15.84	17.82	21.78	25.74	29.70	35.64	41.58
Draethen, Waterloo & Rudry	13.59	15.85	18.12	20.38	24.91	29.44	33.97	40.76	47.55
Gelligaer	9.43	11.00	12.57	14.14	17.28	20.42	23.57	28.28	32.99
Llanbradach & Pwllpant	13.12	15.31	17.49	19.68	24.05	28.43	32.80	39.36	45.92
Maesycwmmmer	15.94	18.60	21.25	23.91	29.22	34.54	39.85	47.82	55.79
Nelson	11.51	13.43	15.35	17.27	21.11	24.95	28.78	34.54	40.30
New Tredegar	8.45	9.85	11.26	12.67	15.49	18.30	21.12	25.34	29.56
Penyrheol, Trecenydd & Energlyn	8.43	9.83	11.24	12.64	15.45	18.26	21.07	25.28	29.49
Rhymney	9.25	10.79	12.33	13.87	16.95	20.03	23.12	27.74	32.36
Risca East	8.00	9.33	10.67	12.00	14.67	17.33	20.00	24.00	28.00
Risca West	10.03	11.71	13.38	15.05	18.39	21.74	25.08	30.10	35.12
Van	8.38	9.78	11.17	12.57	15.36	18.16	20.95	25.14	29.33

Details of Community Council Precepts

	<i>Precept</i>	<i>2015/2016 Levy per D - Band Property in Area</i>	<i>Tax Base</i>
	£	£	
Aber Valley	29,500.00	14.78	1,996.04
Argoed	10,122.24	12.00	843.52
Bargoed	58,000.00	16.27	3,564.97
Bedwas, Trethomas & Machen	65,159.64	17.32	3,761.31
Blackwood	48,815.84	17.00	2,871.52
Caerphilly	78,651.30	13.00	6,050.10
Darren Valley	12,480.00	17.82	700.31
Draethen, Waterloo & Rudry	12,000.00	20.38	588.93
Gelligaer	87,514.30	14.14	6,189.13
Llanbradach & Pwllypant	28,626.05	19.68	1,454.24
Maesycwmmmer	18,300.00	23.91	765.28
Nelson	27,072.28	17.27	1,567.59
New Tredegar	16,923.00	12.67	1,335.83
Penyrheol, Trecenydd & Energlyn	55,744.04	12.64	4,410.13
Rhymney	35,000.00	13.87	2,523.24
Risca East	24,453.00	12.00	2,037.75
Risca West	26,575.65	15.05	1,765.31
Van	20,444.00	12.57	1,626.69
Areas without Community Councils	0.00		15,266.25
	<u>655,381.34</u>		<u>59,318.14</u>

<u>COUNCIL FUND</u>	<u>REVENUE</u>		
	Estimate 2014/2015 £	Revised Estimate 2014/2015 £	Estimate 2015/2016 £
STANDARD SPENDING ASSESSMENT	<u>333,581,042</u>	<u>333,581,042</u>	<u>327,613,029</u>
TOTAL SERVICE EXPENDITURE	332,032,507	332,032,507	325,612,607
<i>Less Use of Reserves</i>	<u>(1,200,000)</u>	<u>(1,200,000)</u>	<u>(1,200,000)</u>
NET REVENUE EXPENDITURE	330,832,507	330,832,507	324,412,607
Less Unhypothecated Grants			
<i>Outcome Agreement Grant</i>	<u>(1,905,444)</u>	<u>(1,905,444)</u>	<u>(1,876,285)</u>
Total Unhypothecated Grants	<u>(1,905,444)</u>	<u>(1,905,444)</u>	<u>(1,876,285)</u>
BUDGET REQUIREMENT	<u>328,927,063</u>	<u>328,927,063</u>	<u>322,536,322</u>
FUNDING OF BUDGET REQUIREMENT			
<i>Revenue Support Grant</i>	(217,202,159)	(217,202,159)	(212,837,215)
<i>Share of NNDR Pool</i>	(55,381,867)	(55,381,867)	(50,854,326)
<i>Net Council Tax</i>	(56,343,037)	(56,343,037)	(58,844,781)
<i>Council Tax Reduction Scheme</i>		0	
	<u>(328,927,063)</u>	<u>(328,927,063)</u>	<u>(322,536,322)</u>
<u>HOUSING REVENUE ACCOUNT</u>			
Average Rent set by County Borough (52 Weeks)	<u>£74.90</u>	<u>£74.90</u>	<u>£77.52</u>
Average Rent set by Welsh Office Guidelines (52 Weeks)	<u>£68.08</u>	<u>£68.08</u>	<u>£81.55</u>

Capital Programme

The provision of services by the Authority requires the investment in the new construction of, and enhancement to, its asset base.

The following page provides a summary of the approved capital programme for 2015/2016, accompanied by comparative data on the previous financial year.

A more detailed breakdown by service is available on pages 71 to 75.

Major changes took place in the funding of the capital programme with effect from 1 April 2004. Historically, in addition to specified and general capital grants, a substantial amount of capital funding was provided by the Welsh Government (WG) in the form of official approvals authorising the raising of loans for capital expenditure purposes.

Through the annual Revenue Support Grant (RSG), the Authority receives contributions towards the repayment of both the principal and the interest cost of those approved loans. For approvals taken up by way of loans up to and including 31 March 2004 this funding source will continue.

On 1 April 2004, under the provisions of the Local Government Act 2003, the major parts of the Local Authorities (Capital Finance and Accounting)(Wales) Regulations 2003 were enacted.

These provisions, taken in conjunction with CIPFA's Prudential Code for Capital Finance in Local Authorities, effectively removed from local authorities, all controls that had applied to the level of borrowings taken out until 31 March 2004. At the same time, it introduced the concept of "Prudence". This specifically deals with both sustainability and the affordability of any borrowings taken out by the Authority, i.e. the implications for both Council Tax and Council Housing Rents.

Capital

<u>CAPITAL</u>		
<u>CAPITAL ALLOCATION</u>	2014/2015 £000	2015/2016 £000
WELSH ASSEMBLY GOVERNMENT FUNDING		
<i>a) Capital Grants</i>		
<i>Housing Revenue Account - Major Repairs Allowance</i>	(7,300)	(7,330)
<i>Housing Revenue Account - Grant Funding</i>	0	0
<i>Council Fund Housing</i>	0	0
<i>Council Fund Services</i>	(8,009)	(8,018)
	<hr/>	<hr/>
TOTAL WELSH GOVERNMENT FUNDING	(15,309)	(15,348)
OTHER FUNDING		
<i>Council Fund Services</i>		
<i>Supported Borrowings</i>	(2,800)	0
<i>Unsupported Borrowings</i>	(2,000)	(2,000)
<i>Developer Contributions</i>	0	0
<i>Other</i>	0	0
<i>Capital Receipts</i>	(590)	(43)
<i>Revenue Balances</i>	(63)	(4,800)
	<hr/>	<hr/>
	(5,453)	(6,843)
<i>Housing Revenue Account</i>		
<i>Capital Receipts</i>	(247)	(260)
<i>Revenue Balances</i>	(19,953)	(28,700)
	<hr/>	<hr/>
	(20,200)	(28,960)
	<hr/>	<hr/>
TOTAL OTHER FUNDING	(25,653)	(35,803)
	<hr/>	<hr/>
<u>CAPITAL PROGRAMME TOTAL ESTIMATED FUNDING</u>	<u>(40,962)</u>	<u>(51,151)</u>
<u>CAPITAL PROGRAMME SUMMARY</u>		
<i>Council Fund Services</i>	(13,462)	(14,861)
<i>Housing Revenue Account</i>	(27,500)	(36,290)
	<hr/>	<hr/>
TOTAL CAPITAL PROGRAMME	<u>(40,962)</u>	<u>(51,151)</u>

Corporate Services Directorate – Support services

The Corporate Services Directorate encompasses a wide range of support services provided to every Directorate of the Council, e.g. Information Technology, Legal Services, Personnel.

Details of these charges in respect of 2015/16 are shown in the following matrices.

	Accountancy	Audit	Cashiers	Central Services	Communi-cations Unit	Customer First	Finance Support Environment	Information Technology	Legal Services
Corporate Services Directorate									
Chief Executive and Secretariat	1,835			16,580				2,955	136
Director of Corporate Services									
Corporate Finance	(986,860)	(558,142)	(170,223)	135,608	16,862	75,370	(250,286)	313,927	62,032
Legal and Governance	47,458	10,021	1,253	77,521	55,209	29,668		298,925	(1,189,317)
Housing Services	36,508	16,655	3,311	558		5,906		82,251	8,685
Information and Citizens Engagement	48,909	61,890		(552,794)	(709,984)	(579,693)		(5,418,849)	4,526
Performance and Property	7,693	24,459		4,542	11,210	228		124,411	142,910
Human Resources	28,976	25,894	72	71,949	28,848	13,788		953,356	9,858
Health and Safety									
Miscellaneous Finance	295,272	50,099		100,851	17,611	6,255		619	86,971
	(520,209)	(369,124)	(165,587)	(145,185)	(580,244)	(448,478)	(250,286)	(3,642,405)	(874,199)
Environment Group									
Engineering	19,491	25,934	18,251	1,178	13,902	11,996	7,765	219,386	159,343
Economic Development	50,390	9,415	0	9,750	89,948	17,110		148,143	10,518
Tourism	30,513	2,354	13,738	15,010	72,792	1,285		39,358	2,217
Environmental Health	5,342	4,807	1,291	17,140	81,749	725		136,893	37,642
Emergency Planning	506				2,211			855	39
Planning	11,285	19,741	2,227	295	13,147	16,553		178,205	78,489
Public Services	57,758	30,779	45,137	13,415	24,992	147,558	173,719	194,040	36,062
Catering	33,512	12,860	13,762	1,642	16,751	529	68,802	47,104	213
Registrars	1,121			5,373	596			1,821	84
Trading Standards	3,705	2,904	840	130	33,957	3,114		98,230	44,809
	213,622	108,794	95,247	63,935	350,045	198,869	250,286	1,064,034	369,416
Education & Leisure Directorate									
Education	105,934	122,597	22,682	43,383	86,441	115,474		1,456,772	66,954
Lifelong Learning and Leisure	40,990	34,877	30,011	11,706	37,231	8,501		115,484	25,330
	146,923	157,474	52,693	55,089	123,673	123,974	-	1,572,255	92,285
Social Services Directorate	159,665	102,856	17,648	26,161	106,526	125,634		1,006,117	412,498
Total Apportionments - Expenditure	986,861	558,142	170,223	552,794	709,984	579,692	250,286	5,418,850	1,189,317
Total Apportionments - Income	(986,861)	(558,142)	(170,223)	(552,794)	(709,984)	(579,692)	(250,286)	(5,418,850)	(1,189,317)

Central Support Service Apportionments

	Payroll	Performance Management Unit	Personnel & Health and Safety	Policy Unit	Procurement	Reception	Sundry Debtors	Corporate Buildings	Grand Total
Corporate Services Directorate									
Chief Executive and Secretariat	998		4,480		924		15	4,401	32,324
Director of Corporate Services								2,937	2,937
Corporate Finance	9,655	32,252	122,558	53,362	(324,425)		(162,407)	303,315	(1,327,402)
Legal and Governance	5,486	21,255	33,890	(647,834)	3,303	383	966	169,183	(1,082,630)
Housing Services	2,884		4,442					44,584	205,784
Information and Citizens Engagement	10,298	15,247	91,486	26,960	77,855	(2,135)	4,614	478,626	(6,443,044)
Performance and Property	3,300	(345,258)	1,668		5,645		16,933	(2,366,947)	(2,369,206)
Human Resources	(286,904)	9,971	(947,518)	16,020	10,900		2,088	145,310	82,608
Health and Safety								51,355	51,355
Miscellaneous Finance			98,886	10,701	257			16,252	683,774
	(254,283)	(266,533)	(590,108)	(540,791)	(225,541)	(1,752)	(137,791)	(1,150,984)	(10,163,504)
Directorate of the Environment									
Engineering	9,385	16,038	1,245		4,114		4,754	102,076	614,859
Economic Development	3,067	10,921	43,255	23,964	16,526				433,009
Tourism	6,856	2,728	15,898		7,573		23,044		233,365
Environmental Health	4,912	6,515	7,063	86,129	7,551		18,232	45,650	461,642
Emergency Planning	143		665		271		6	2,872	7,567
Planning	5,163	16,038			3,109		4,296	132,505	481,053
Community & Leisure Services	47,548	19,902	102,958	95,656	60,750		18,096	47,988	1,116,357
Catering	13,864		33,290		27,076		3,021	46,880	319,306
Registrars	630		2,857		563	1,752	10	11,734	26,542
Trading Standards	3,159	7,282	3,667		4,197		672	55,125	261,790
	94,727	79,425	210,899	205,749	131,730	1,752	72,132	444,830	3,955,491
Education & Leisure Directorate									
Education	28,560	85,910	209,869	154,054	8,107		9,932	206,795	2,723,462
Lifelong Learning and Leisure	47,150	4,924	14,982	8,720	38,352		5,249	95,340	518,846
	75,710	90,833	224,851	162,774	46,459	-	15,180	302,135	3,242,307
Social Services Directorate									
	83,847	96,275	154,358	172,269	47,354		50,478	404,022	2,965,706
Total Apportionments - Expenditure	286,905	345,258	947,518	647,834	324,426	2,135	162,406	2,366,950	15,499,580
Total Apportionments - Income	(286,905)	(345,258)	(947,518)	(647,834)	(324,426)	(2,135)	(162,406)	(2,366,950)	(15,499,580)

Central Support Service Apportionments – continued

	Accountancy & FSU	Audit	HCF	Cashiers	Central Services	Communications Unit	Customer First	Information Technology	Legal Services
Corporate Services Directorate									
Accountancy	(612,982)								
Audit		(67,869)							
Cashiers				(18,443)					
Central Services					(18,438)				
Communications Unit						(5,402)			
Dir/CEO									
HCF			(5,823)						
Health & Safety									
Information Technology								(462,159)	
Legal Services									(136,952)
Payroll									
Personnel									
Procurement									
Sundry Debtors									
Customer First							(151,015)		
Performance Management Unit									
Democratic Services									
Direct Services Organisation									
Building Cleaning	17,354	420					482	3,887	
Fleet Management	20,706	6,775			204		352	18,021	
Network Contracting Services	139,439	11,480			259		482	13,605	
Stores									
Vehicle Maintenance	15,216	84		1,697				1,961	
	192,715	18,759	-	1,697	463	-	1,316	37,474	-
Housing Revenue Account	420,267	49,110	5,823	16,745	17,976	5,402	149,700	424,684	136,952
Total Apportionments - Expenditure	612,982	67,869	5,823	18,442	18,439	5,402	151,016	462,158	136,952
Total Apportionments - Income	(612,982)	(67,869)	(5,823)	(18,442)	(18,439)	(5,402)	(151,016)	(462,158)	(136,952)

Central Support Service Apportionments – continued

	Payroll	Performance Management Unit	Personnel & Health and Safety	H&S	Democratic Services	DIR/CEO	Procurement	Sundry Debtors	Grand Total
Corporate Services Directorate									
Accountancy									(612,982)
Audit									(67,869)
Cashiers									(18,443)
Central Services									(18,438)
Communications Unit									(5,402)
Dir/CEO						(35,627)			(35,627)
HCF									(5,823)
Health & Safety				(31,434)					(31,434)
Information Technology									(462,159)
Legal Services									(136,952)
Payroll	(48,351)								(48,351)
Personnel			(156,493)						(156,493)
Procurement							(256,508)		(256,508)
Sundry Debtors								(21,042)	(21,042)
Customer First									(151,015)
Performance Management Unit		(9,891)							(9,891)
Democratic Services					(13,159)				(13,159)
Direct Services Organisation									
Building Cleaning	12,818		18,199	13,546					66,706
Fleet Management	217		3,779	2,813	1,543		18,776	788	73,974
Network Contracting Services	6,590		9,045	6,733			1,258		188,891
Stores									-
Vehicle Maintenance	885		1,503	1,119	4,654		10,009	28	37,156
	20,510	-	32,526	24,211	6,197	-	30,043	816	366,727
Housing Revenue Account	27,840	9,891	123,966	7,223	6,962	35,627	226,466	20,226	1,684,860
Total Apportionments - Expenditure	48,350	9,891	156,492	31,434	13,159	35,627	256,509	21,042	2,051,587
Total Apportionments - Income	(48,350)	(9,891)	(156,493)	(31,434)	(13,159)	(35,627)	(256,509)	(21,042)	(2,051,587)

CAERPHILLY COUNTY BOROUGH COUNCIL
COUNCIL FUND REVENUE ESTIMATES 2015/2016

Budget Summary

BUDGET SUMMARY	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>COUNCIL FUND</u>				
EDUCATION & LIFELONG LEARNING DIRECTORATE	15	127,240,755	127,300,558	127,418,190
SOCIAL SERVICES DIRECTORATE	26	78,225,562	78,308,004	77,315,981
DIRECTORATE OF THE ENVIRONMENT	38	57,443,541	58,158,789	54,740,194
CORPORATE SERVICES DIRECTORATE	52	69,122,649	68,265,156	66,138,242
TOTAL SERVICE EXPENDITURE		332,032,507	332,032,507	325,612,607
<u>HOUSING REVENUE ACCOUNT</u>				
HOUSING (Corporate Services Directorate)	64	0	0	0
		332,032,507	332,032,507	325,612,607
USE OF BALANCES AND EARMARKED RESERVES:				
HOUSING REVENUE ACCOUNT				
COUNCIL FUND				
Corporate Budget Strategy		(1,200,000)	(1,200,000)	(1,200,000)
TO SUPPORT SERVICE EXPENDITURE				
Education & Lifelong Learning Directorate		0	0	0
Social Services Directorate		0	0	0
Directorate of the Environment		0	0	0
Corporate Services Directorate		0	0	0
USE OF EARMARKED RESERVES				
Education & Lifelong Learning Directorate		0	0	0
Social Services Directorate		0	0	0
Directorate of the Environment		0	0	0
Corporate Services Directorate		0	0	0
TOTAL REVENUE BUDGET		330,832,507	330,832,507	324,412,607

CAERPHILLY COUNTY BOROUGH COUNCIL
COUNCIL FUND REVENUE ESTIMATES 2015/2016
EDUCATION & LIFELONG LEARNING DIRECTORATE

Budget Summary

EDUCATION & LIFELONG LEARNING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>SUMMARY</u>				
PLANNING and STRATEGY	17	102,598,728	102,617,588	102,995,903
LEARNING, EDUCATION and INCLUSION	20	15,894,461	15,894,461	15,852,517
LIFELONG LEARNING and LEISURE	23	5,541,350	5,541,436	5,327,463
TOTAL SERVICE EXPENDITURE		124,034,539	124,053,485	124,175,883
CENTRAL SUPPORT SERVICES APPORTIONMENTS		3,206,216	3,247,073	3,242,307
EXPENDITURE TO COUNCIL FUND SUMMARY	15	127,240,755	127,300,558	127,418,190
USE OF BALANCES AND EARMARKED RESERVES				
COUNCIL FUND		0	0	0
TO SUPPORT SERVICE EXPENDITURE		0	0	0
LEARNING EDUCATION and INCLUSION		0	0	0
USE OF BALANCES TO COUNCIL FUND SUMMARY	15	0	0	0
USE OF EARMARKED RESERVES				
LIFELONG LEARNING and LEISURE		0	0	0
USE OF EARMARKED RESERVES TO COUNCIL FUND SUMMARY	15	0	0	0
		127,240,755	127,300,558	127,418,190

Description of Services

Education is provided to approximately 30,000 pupils and students a year. The Council employs in excess of 4,000 employees at its 75 primary sector, 14 secondary sector schools and 1 special school and 1 Learning Centre. There are ranges of services to support all lifelong learning activities.

Individual Schools Budget

In accordance with the requirement of the Schools Standard and Framework Act 1998, the Authority is required to delegate funds to schools and allow governing bodies to determine resource allocation within schools.

Post 16 Initiative – Welsh Government funds post 16 learning in the Authority's mainstream schools. Post 16 funding in the Authority's 1 Special School is part of the Council's revenue support grant from Welsh Government.

Earmarked Formula Funding

Some items of expenditure are allowed to be retained centrally, but are specifically related to individual schools. This funding relates primarily to funding for Joint Use Leisure provision on School sites.

LMS Contingencies/Other Direct School Related

The Authority's scheme for financing schools allows contingencies to be held to enable resources to be allocated within certain criteria as approved by the Welsh Government. The PFI budget relates to payments on the 2 secondary schools PFI schemes.

The Former Key Stage 2 funding is utilised to help support class sizes of no more than 30 pupils.

Secondary Additional Funding is utilised by the Secondary sector to assist with reducing redundancies.

School Milk & Meals Admin. - The Authority provides a school meals service for children in all primary schools and the special school. This budget relates to the reimbursements to schools for administration costs, utilities and telephones.

Relief Supply Cover - Resources are held centrally to cover the additional costs in respect of maternity cover across all Schools and sickness cover for staff in Specialist Resource Bases attached to mainstream schools.

Early Retirement Pension Costs of School Based Staff

The Authority provides for the on-going commitments in respect of pension contributions for staff that have retired early.

EDUCATION & LIFELONG LEARNING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>PLANNING and STRATEGY</u>				
<i>Individual Schools Budget</i>		100,254,767	100,254,767	100,346,618
<i>Earmarked Formula Funding</i>		275,983	275,983	269,869
<i>School LMS Contingencies</i>		230,738	230,738	234,184
<i>Other Direct School Related</i>				
Teachers Performance Management		304,282	304,282	267,325
PFI Funding Gap		302,986	302,986	307,511
PFI Building Maintenance		45,855	45,855	46,540
School Rationalisations		27,247	27,247	27,654
Former Key Stage 2 Grant		1,287,134	1,287,134	1,294,856
Secondary Additional Funding		1,000,979	1,000,979	1,006,985
School Meal Admin. Utility & Telephone		416,825	416,825	402,333
Relief Supply Cover (SRBs and Maternity)		588,122	588,122	594,003
Copyright & Licensing (Schools)		49,346	49,346	50,083
		4,022,776	4,022,776	3,997,290
<i>Early Retirement Pension Costs of School Based Staff</i>		1,724,527	1,724,527	1,741,772
<i>Maintenance of Buildings</i>		397,059	397,059	402,989
<i>Administration including Insurance</i>		968,240	987,100	796,489
<i>Post 16 Initiative</i>		(5,275,362)	(5,275,362)	(4,793,308)
<u>EXPENDITURE TO DIRECTORATE SUMMARY</u>		102,598,728	102,617,588	102,995,903

Maintenance of Buildings

Resources are held centrally in accordance with the requirements of Fair Funding Legislation.

Administration including Insurance

The Authority has a number of statutory duties to fulfil. In addition the Authority provides a diverse range of support services, the majority of which are now operating under Service Level Agreements to schools in accordance with the requirements of Fair Funding. All non-school education premises are insured by the Authority. The insurance budget was recently delegated to schools. There is a requirement for schools who do not buy back into the Local Authority service to provide evidence of an equivalent level of cover. To date, all schools have chosen to buy back into the Local Authority provision.

Education Achievement Service

In light of the Welsh Government agenda to raise standards, pupil attainment and performance, as from September 2012 Caerphilly, along with Blaenau Gwent, Monmouthshire, Newport and Torfaen have combined their school improvement services along with governors' support to form the Education Achievement Service (EAS).

Social Inclusion / Support Costs

The Authority provides a range of professional services to support children with special educational needs. The Psychology and Behaviour Support Service and Learning Support Service enable the Local Authority to fulfil its statutory duties and ensure that the young people of Caerphilly with additional learning needs have their needs met and that they have equality of opportunity to access high quality education. The Education Welfare Service assists the Authority and schools in discharging the statutory duties related to school attendance and the monitoring of children engaged in employment and entertainment performances. The Child Protection Officer and Support Worker works in a multi-disciplinary manner with the aim of improving the collaborative aspects of Child Protection work by schools and Education staff with colleagues in other agencies.

Services for Special Educational Needs Related Pupils

The Authority provides a range of services, including support for SEN children in mainstream. This includes providing additional non-teaching support for pupils with additional learning needs in secondary and primary schools. Pupils with additional learning needs can also receive additional teaching support from Language Support Teachers. The Home Tuition Service provides short-term education for pupils unable to attend their schools for medical or behavioural reasons. The Learning Centre caters for young people who are experiencing difficulty in mainstream schools because of emotional, behavioural and social difficulties.

Third Party Payments

The Authority purchases services from other Local Authorities, mainly under joint arrangements including the Ethnic Minorities Service and Youth Offending Teams. The Hearing and Language Service and Visually Impaired Service provide educational support and advice to children and young people as well as to their families and school staff. The Authority commissioned a number of external providers to work in partnership with the LA to provide alternative provision for pupils in years 10 and 11. The courses are designed to support challenging young people with a full time alternative educational programme, reducing the risk of being Not in Education, Employment or Training (NEET).

Recoupment

There are a very small percentage of cases where the needs of a pupil with a statement of SEN are too great to be accommodated within a Caerphilly school. In these cases the Local Authority has a statutory responsibility to find and fund a suitable placement outside the Authority.

Early Years Provision

The service develops and co-ordinates the multi-agency Childcare Strategy for the County Borough and delivers on the requirements of the Childcare Act 2006. This includes the Childcare Sufficiency Audit and the provision of information services for children and young people. It also manages the Integrated Children's Centre based in New Tredegar. This service supports initiatives within Families First and Flying Start.

EDUCATION & LIFELONG LEARNING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>LEARNING, EDUCATION and INCLUSION</u>				
<u>Social Inclusion</u>				
Psychological Service		540,722	540,722	542,567
Behaviour Support		227,051	227,051	207,530
Education Welfare Service		460,770	460,770	459,251
Youth Offending Teams		51,523	51,523	52,292
Safeguarding		88,037	88,037	88,999
School Based Counselling (new)		293,521	293,521	296,545
		1,661,624	1,661,624	1,647,184
<u>Additional Learning Needs</u>				
ALN Advisory Support service		288,578	288,578	291,099
Learning Support		90,321	90,321	92,177
Professional/Statementing		125,586	125,586	129,001
Additional Support Primary & Secondary		3,555,819	3,555,819	3,598,375
Language Support Primary		834,169	834,169	806,559
Specialist Resources		64,451	64,451	65,532
ALN Improvement Initiative		98,793	98,793	100,268
Childrens Centre		44,417	44,417	45,138
SNAP Cymru		31,339	31,339	31,807
Outreach Trinity Fields		46,923	46,923	47,392
Speech Therapy		47,924	47,924	48,640
Hearing & Language Service		222,120	222,120	222,120
COMiT		138,386	138,386	138,386
VI Service		423,177	423,177	406,741
Autism		121,471	121,471	163,882
Hospital Classes		13,349	13,349	13,548
		6,146,823	6,146,823	6,200,665
<u>Recoupment (SEN Out of County / LAC / Inter Authority)</u>				
		1,663,673	1,663,673	1,640,506
<u>Learning Pathways Partnership & EOTAS</u>				
Include		545,616	545,616	556,363
Learning Centre		325,717	325,717	329,621
Active Pathways		144,886	144,886	146,418
14 - 19 Initiative (Transport Costs)		200,124	200,124	203,113
EOTAS Tuition		594,086	594,086	602,987
		1,810,429	1,810,429	1,838,502

Learning, Education & Inclusion continued

EDUCATION & LIFELONG LEARNING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>Early Years Provision & Support</u>				
Early Years (Rising 3's)		771,220	771,220	854,830
Early Years Central Team (previously under Lifelong Learning)		365,751	365,751	340,179
		1,136,971	1,136,971	1,195,009
<u>Service Provision</u>				
WJEC		53,652	53,652	44,453
Service Support & Resources		253,993	253,993	255,482
SACRE		2,357	2,357	2,384
Contribution to Outdoor Education Advisor		23,202	23,202	23,549
Music Service		703,368	703,368	609,313
School Improvement Initiatives/Outcome Agreement Grant		303,602	303,602	251,493
		1,340,174	1,340,174	1,186,674
<u>Education Achievement Service & Regional Grant Match Funding</u>				
Contribution to EAS Joint Working		1,169,666	1,169,666	1,187,211
School Effectiveness Grant (EIG) Match Funding		559,478	559,478	558,895
Welsh in Education Grant (WEG) Match Funding		142,466	142,466	131,684
		1,871,610	1,871,610	1,877,790
<u>Other</u>				
Families First Central Admin & Monitoring		169,611	169,611	171,631
Community Focus Schools		93,546	93,546	94,556
		263,157	263,157	266,187
EXPENDITURE TO DIRECTORATE SUMMARY	15	15,894,461	15,894,461	15,852,517

Community Education

Community Education is responsible for Adult Education, Community Centres, elements of Early Years and the Youth Service and these services are provided in a variety of ways by the Authority and in partnership with other providers.

Youth Work is provided directly by the Authority through a network of 33 youth clubs (purpose built, on school sites, in village halls etc.), detached youth work and a series of centrally organised activities (canoeing, camping, arts events etc.).

Community Centres

There are 38 Community Centres in the Borough. Staff ensure that these centres operate in line with their constitutions.

Public Libraries

The Library Service is provided by 18 static and 2 library links.

EDUCATION & LIFELONG LEARNING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>LIFELONG LEARNING</u>				
<i>Community Education</i>		1,847,176	1,847,262	1,854,086
<i>Community Centres</i>		596,922	596,922	534,959
<i>Library Services</i>		2,931,746	2,931,746	2,789,927
<i>LLL Insurance & Non Operational Property / Land</i>		165,506	165,506	148,491
<u>EXPENDITURE TO SERVICE SUMMARY</u>	15	5,541,350	5,541,436	5,327,463

CAERPHILLY COUNTY BOROUGH COUNCIL
COUNCIL FUND REVENUE ESTIMATES 2015/2016
SOCIAL SERVICES DIRECTORATE

Introduction

The Directorate of Social Services provides and purchases a range of social care services through two divisions: Adult Services and Children's Services. A Business Support Unit provides support services to the Divisions in the areas of Finance, Performance Management and Customers Services.

Directorate Vision

Caerphilly Social Service's vision is to be the best we can be in the services we provide. We will earn our customers' respect through continuous improvement driven by the integrity, teamwork and motivation of our staff.

Description of Service

The Social Services Directorate works closely with key departments throughout the Authority, such as Education and Lifelong learning, the Environment and Corporate Services. The Directorate also has strong working relationships with external partners such as the Aneurin Bevan Local health Board, Gwent Police, Gwent Probation, the Voluntary Sector and Independent Social Care Providers.

Partnership and working together is key to delivering effective social care services to meet the needs of children and adults in Caerphilly County Borough. The Directorate of Social Services is active in a number of strategic partnership arrangements that plan and deliver services. These include the: -

- Local Service Board
- Greater Gwent Health Social Care and Well Being Partnership Forum
- Children and Young People's Partnership
- Community Safety Partnership
- South East Wales Safeguarding Children Board
- Gwent Wide Adult Safeguarding Board
- South East Wales Adult Placement Scheme
- South East Wales Adoption Service

The Single Integrated Plan, Caerphilly Delivers, informs the work of these partnerships and includes 18 objectives under 5 key outcomes, namely (1) a prosperous Caerphilly, (2) a safer Caerphilly, (3) a learning Caerphilly, (4) a healthier Caerphilly and (5) a greener Caerphilly. These social care partnerships will have a significant input into achieve the following 6 objectives identified in the Single Integrated Plan:-

Key Outcome	Objective Ref.	Objective
Safer Caerphilly	S4	Ensure people are supported to live in their own homes and communities in safety
Learning Caerphilly	L2	Develop a multi-agency approach to address the impact of poverty on pupil
Healthier Caerphilly	H2	Improve lifestyles of the population in Caerphilly County Borough so that people recognise and take responsibility for their own health and well-being, and make use of the opportunities and support available to them
Healthier Caerphilly	H3	To reduce the variation in healthy life expectancy in the Caerphilly County Borough so that the health and well-being of individuals experiencing disadvantage will improve to the levels found among the advantaged
Healthier Caerphilly	H4	Improve the education, information, early intervention, prevention and harm reduction in relation to substance misuse in the county borough
Healthier Caerphilly	H5	Ensure people are supported to live in their own communities to lead safe, fulfilled and independent lives

Budget Summary

<i>SOCIAL SERVICES DIRECTORATE</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>SUMMARY</u>				
<i>CHILDREN'S SERVICES</i>	29	19,258,411	19,619,551	19,170,933
<i>ADULT SERVICES</i>	31	53,053,621	52,689,959	52,369,627
<i>SERVICE STRATEGY AND BUSINESS SUPPORT</i>	36	2,976,796	3,024,995	2,809,715
		75,288,828	75,334,505	74,350,275
<i>CENTRAL SUPPORT SERVICES APPORTIONMENTS</i>		2,936,734	2,973,499	2,965,706
<i>EXPENDITURE TO COUNCIL FUND SUMMARY</i>		78,225,562	78,308,004	77,315,981
<i>USE OF BALANCES AND EARMARKED RESERVES</i>		0	0	0
<i>USE OF BALANCES TO COUNCIL FUND SUMMARY</i>		0	0	0
<i>USE OF EARMARKED RESERVES TO COUNCIL FUND SUMMARY</i>	13	0	0	0
		78,225,562	78,308,004	77,315,981

CHILDREN'S SERVICES DIVISION

The Children's Services Division provides a range of services for children, young people, and their families. Some of these services are provided by Children's Services staff, others are commissioned services from voluntary agencies or provided in partnership with other statutory agencies. The strategic direction of the Children's Services Division is influenced by statute and Welsh Government guidance and reinforced by performance indicators, which are nationally set and monitored. Local priorities have also been developed through Community Planning, and the work of the Children and Young People's Partnership (CYPP), South East Wales Safeguarding Children Board (SEWSCB) and other associated partnerships.

Statement of Purpose

The Division works in partnership to: -

- Protect children from neglect, abuse and exploitation.
- Work with families to support and enable them to care for their children within their own homes and communities.
- Support and enable all children and young people in need, including those with disabilities, to achieve their full potential.
- Provide safe care for children who are not able to live in their own families, and who therefore need to be looked after by the Local Authority.
- Help young people to make the transition from care to independence, and to become responsible and successful adults.
- To seek the views of children and young people to ensure that they have meaningful involvement in decisions that affect them.

Vision Statement

The Children's Services Division vision statement is: -

"To safeguard and promote the welfare of children and young people who are in need to enable them to reach their full potential, and to maximise their life chances"

The Division seeks to ensure that all children in need within Caerphilly should have the opportunity to achieve the following outcomes: -

- Grow up physically and emotionally healthy throughout their childhood and adolescence and into adulthood.
- Be safe from harm, abuse, exploitation and discrimination.
- Have a strong sense of identity and self-esteem.
- Gain from education and achieve fulfilling training/employment.
- Acquire personal and social skills that enable them to contribute to and behave well in their communities.
- Have their views sought and considered when decisions are made about them.

Children's Services include: -

- Child Protection services to safeguard children from abuse and neglect (with all agencies who work with children in Caerphilly County Borough, including Police, Health and Education).
- Services for children and young people who are "looked after".
- Support for young people who have left the care of the Local Authority.
- Family support services for children in need and their families (commissioned from the Voluntary Sector and provided within the Division).
- Specialist social work team to provide support to children with disabilities and their families (also with the Voluntary Sector and Health services).
- Fostering and adoption services.

Children's Services are currently provided through: -

Area Based Services for Children and Families - Caerphilly County Borough is divided into three geographical areas (North, South and East). These three areas are co-terminus with the three Local Health Board (LHB) areas and the three Education Directorate areas therefore raising the opportunities for collaborative working practices. In each area there are two Children's Services field work Teams.

County Borough Wide Services - There are specialist teams who provide a service across the whole County Borough area. These include the Contact and Referral Team, Children with Disabilities Team, Immediate Response Team, 16 Plus Team, and Family Placement Team. In addition, an adoption service is provided through the South East Wales Adoption Service which is hosted by Blaenau Gwent County Borough Council..

Planning, Quality and Child Protection - This can be divided into two distinct areas, 'safeguarding and review' and 'commissioning and service improvement'.

The Caerphilly and Blaenau Gwent Youth Offending Service (YOS) - This is a multi-agency team that includes members from the Police, Probation Service and Health Service as well as Social Work staff. The team covers both Blaenau Gwent and Caerphilly County Borough Local Authority areas.

Business Support - The Division is supported by administrative staff within each of its teams. The Division also receives specific support and information services from Directorate and Corporate Business Support services including Finance and Human Resources.

SOCIAL SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>CHILDREN'S SERVICES</u>				
<u>Management, Fieldwork and Administration</u>				
Children's Management, Fieldwork and Administration		8,040,486	8,410,082	8,662,565
		8,040,486	8,410,082	8,662,565
<u>External Residential Care Including Secure Accommodation</u>				
Gross Cost of Placements		1,221,727	1,221,727	1,559,169
Contributions from Education		(61,500)	(61,500)	0
Contributions from Health		(61,500)	(61,500)	(17,456)
		1,098,727	1,098,727	1,541,713
<u>Fostering and Adoption</u>				
Gross Cost of Placements		6,679,777	6,499,777	5,926,322
Other Fostering Costs		128,060	128,060	117,104
Adoption Allowances		209,205	209,205	212,343
Other Adoption Costs		90,130	90,130	60,951
Raising Educational Attainment of LAC		20,811	20,811	0
Professional Fees Including Legal Fees		386,259	386,259	327,649
		7,514,242	7,334,242	6,644,369
<u>Youth Offending</u>				
Youth Offending Team		420,376	420,376	401,682
		420,376	420,376	401,682
<u>Other Costs</u>				
Equipment and Adaptations		34,975	34,975	31,623
Preventative and Support - (Section 17 & Childminding)		194,818	194,818	178,741
Local safeguarding Children Board		11,043	11,043	11,209
Aftercare		269,402	269,402	251,259
Respite Care		108,853	128,971	119,906
Agreements with Voluntary Organisations		1,458,543	1,402,979	1,097,805
Transport Costs		0	0	0
Other		106,946	313,936	230,061
		2,184,580	2,356,124	1,920,604
TOTAL CHILDREN'S SERVICES	26	19,258,411	19,619,551	19,170,933

ADULT SERVICES DIVISION

The Adult Services Division provides a wide range of specialist services to members of the community over eighteen who experience difficulties on a day-to-day basis due to problems ranging from physical or sensory disability to drug and alcohol addiction.

The Division has responsibility for the service areas of Older People, Physical Disability and Sensory Impairment, Learning Disabilities, Adult Mental Health and Substance Misuse and also includes the cross cutting themes of the support of carers and the protection of vulnerable adults, assessment and care management, emergency out of hours services, provision of equipment and adaptations and direct service provision e.g. domiciliary care, day care, reablement and long-term care. These services are delivered to the community in partnership with other statutory bodies e.g. Aneurin Bevan Local Health Board, Gwent Police, and the care and Social Services Inspectorate Wales (CSSIW). In addition to direct service provision, the Adult Services Division also commissions significant levels of services from the independent and voluntary sectors.

Statement of Purpose

The Division is committed to “promote and provide the opportunity for adults assessed as requiring social care support to live as full, active and independent a life as they are able, within their chosen community”. This will be done by: -

- Recognising that people have responsibilities for making decisions that impact on their own lives. Where they lack capacity to make their own decisions, we will support them to do so.
- Promoting independence and enabling people to live in their own homes.
- Enabling people to actively participate in their community by working across the Council ensuring equal access to services, leisure activities, employment and life-long learning.
- Safeguarding adults and minimising the risk of abuse.
- Working in partnership to support and maintain the health and well-being of people in Caerphilly County Borough.
- Recognising and meeting the needs of carers in their own right.

Vision Statement

The Adult Services Division vision statement is: -

“We will treat every individual with dignity and respect and will aspire to safeguard, maximise independence and choice for service users and carers”.

The strategic direction of Adult Services is informed by a number of national strategies, local strategies and legislation. Key to informing the direction of Adult Services is the Social Care Act, the Single Integrated Plan and the Health, Social Care & Well-being Strategy. These focus on well-being, prevention, improving health and reducing the risk of ill health through to the provision of care services by the Local Authority, the National Health Service (NHS), the voluntary sector and the private sector. These Strategies aim to embrace the prudent health agenda and integration.

The strategic direction of Adult Services is further influenced by nationally set and monitored performance indicators which are currently under review and by local performance indicators.

SOCIAL SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>ADULT SERVICES</u>				
<u>Management, Fieldwork and Administration</u>				
Management		108,172	108,172	114,131
Protection of Vulnerable Adults		475,726	475,726	479,637
OLA and Client Income from Client Finances		(151,985)	(151,985)	(154,265)
Commissioning		781,190	758,497	802,993
Section 28a Income Joint Commissioning Post		(17,175)	(17,175)	(17,175)
Less Contribution from Supporting People		(60,784)	(60,784)	(57,784)
Older People		2,791,654	2,358,789	2,361,789
Less Wanless Income		(95,862)	(95,862)	(95,862)
Physical Disabilities		1,526,371	1,512,288	1,504,926
Provider Services		391,295	391,295	406,917
Learning Disabilities		687,827	687,827	695,460
Section 28a Income		(39,338)	(39,338)	(39,928)
Mental Health		1,254,742	1,181,648	1,216,238
Section 28a Income Assertive Outreach		(94,769)	(94,769)	(94,769)
Drug & Alcohol Services		278,623	337,050	325,309
Emergency Duty Team		237,400	237,400	240,621
Structural Review		(233,958)	(76,875)	(74,540)
		7,839,129	7,511,904	7,613,698
<u>Own Residential Care</u>				
Residential Home for the Elderly		6,067,723	6,067,723	6,224,962
- Less Client Contributions		(1,551,988)	(1,551,988)	(1,620,268)
- Less Section 28a Income (Ty Iscoed)		(115,350)	(115,350)	(115,350)
- Less Inter-Authority Income		(134,002)	(134,002)	(136,012)
Net Cost		4,266,383	4,266,383	4,353,332
Accommodation for People with learning Disabilities		2,391,454	2,371,934	2,355,567
- Less Client Contributions		(78,722)	(78,722)	(79,903)
- Less Contribution from Supporting People		(273,750)	(273,750)	(273,750)
- Less Inter-Authority Income		(247,904)	(247,904)	(251,623)
Net Cost		1,791,078	1,771,558	1,750,291
		6,057,461	6,037,941	6,103,623
<u>External Residential Care</u>				
Long Term Placements				
Older People		7,556,728	7,556,728	7,228,097
Less Wanless Income		(303,428)	(303,428)	(303,428)
Less Section 28a Income - Allt Yr Yn		(151,063)	(151,063)	(151,063)
Physically Disabled		328,652	328,652	309,181
Learning Disabilities		2,839,995	2,839,995	2,822,564
Mental Health		835,562	835,562	901,674
Substance Misuse Placements		52,732	52,732	53,523
Net Cost		11,159,178	11,159,178	10,860,548

SOCIAL SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>ADULT SERVICES continued</u>				
Short Term Placements				
Older People		173,559	173,559	234,163
Physical Disabilities		31,153	31,153	31,620
Learning Disabilities		25,805	25,805	26,192
Mental Health		6,679	6,679	6,779
Net Cost		237,196	237,196	298,754
		11,396,374	11,396,374	11,159,302
<u>Own Day Care</u>				
Older People		888,002	856,418	671,414
- Less Attendance Contributions		(16,620)	(16,620)	(16,869)
Learning Disabilities		3,050,137	3,050,137	2,935,460
- Less Contribution from Supporting People		(21,224)	(21,224)	(21,224)
- Less Attendance Contributions		(20,385)	(20,385)	(20,691)
- Less Inter-Authority Income		(44,850)	(44,850)	(45,523)
Mental Health		699,577	714,244	749,510
Less Wanless Income				
- Less Section 28a Income (Pentrebane Street)		(81,366)	(81,366)	(81,366)
		4,453,271	4,436,354	4,170,711
<u>External Day Care</u>				
Elderly		9,344	9,344	3,045
Physically Disabled		188,512	188,512	154,765
Learning Disabilities		953,540	953,540	793,634
Section 28a Income		(72,659)	(72,659)	(72,659)
		1,078,737	1,078,737	878,785
<u>Sheltered Employment</u>				
Mental Health		69,500	69,500	70,543
		69,500	69,500	70,543
<u>Aids and Adaptations</u>				
Disability Living Equipment		742,167	742,167	621,300
Adaptations		331,002	331,002	335,967
Telephones for the Chronically Sick and Disabled		15,816	15,816	10,053
		1,088,985	1,088,985	967,320
<u>Home Assistance and Reablement</u>				
Home Assistance and Reablement Team (H.A.R.T.)		2,965,631	2,965,631	2,925,251
Wanless Funding		(67,959)	(67,959)	(67,959)
Independent Sector Domiciliary Care				
Elderly		5,984,821	5,984,821	5,944,635
Physical Disabilities		631,142	631,142	818,886
Learning Disabilities (excluding Resettlement)		265,747	265,747	231,366
Community Living		81,689	81,689	67,338
Mental Health		241,680	241,680	228,084
Gwent Frailty Programme		2,134,142	2,134,142	2,187,120
		12,236,893	12,236,893	12,334,721

SOCIAL SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>ADULT SERVICES continued</u>				
<u>Other Domiciliary Care</u>				
Supported Living				
Adult Placement Scheme		600,718	600,718	587,523
-Less Contribution from Supporting People		(168,385)	(168,385)	(158,480)
Older People		46,883	46,883	47,114
Physical Disabilities		363,466	363,466	340,322
-Less Contribution from Supporting People		(73,262)	(73,262)	(74,361)
Learning Disabilities		5,864,312	5,864,312	6,289,058
Less Section 28a Income Joint Tenancy		(28,987)	(28,987)	(28,987)
-Less Contribution from Supporting People		(962,190)	(962,190)	(970,905)
Mental Health		1,697,974	1,697,974	1,884,324
-Less Contribution from Supporting People		(65,180)	(65,180)	(66,158)
Net Cost		7,275,349	7,275,349	7,849,450
Direct Payments				
Elderly		195,191	195,191	235,347
Physical Disabilities		347,642	347,642	345,350
Learning Disabilities		330,552	330,552	270,732
Section 28a Income Learning Disabilities		(20,808)	(20,808)	(20,808)
Mental Health		14,920	14,920	14,919
Net Cost		867,497	867,497	845,540
Other				
Tredegar Court		176,865	176,865	178,984
Sitting Service		501,523	501,523	526,832
Extra Care Sheltered Housing		505,911	505,911	513,500
- Less Contribution from Supporting People		(14,308)	(14,308)	(14,308)
Net Cost		1,169,991	1,169,991	1,205,008
Total Home Care Client Contributions (net of commission)		(750,495)	(750,495)	(961,752)
		8,562,342	8,562,342	8,938,246
<u>Resettlement</u>				
Learning Disabilities				
Less Section 28a Income		(1,020,410)	(1,020,410)	(1,020,410)
		(1,020,410)	(1,020,410)	(1,020,410)

SOCIAL SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>ADULT SERVICES continued</u>				
<u>Supporting People</u>				
Elderly Supported People		1,030,056	965,056	906,714
Physically Disabled Supported People		116,000	116,000	103,000
Learning Disabilities Supported People		508,132	508,132	672,384
Mental Health Supported People		1,372,034	1,372,034	1,429,431
Families Supported People		2,249,320	2,249,320	2,239,874
Contribution to Independent Sector Supported Living		719,410	719,410	730,202
Contribution to In-House Supported Living		273,750	273,750	273,750
Contribution to Resettlement		381,222	381,222	381,222
Contribution to Adult Placement		168,385	168,385	158,480
Contribution to Leaving Care		84,732	84,732	0
Contribution to Garden Project		21,224	21,224	21,224
Contribution to Extra Care		14,308	14,308	14,308
Contribution to Supporting People Team		60,784	60,784	57,784
Less Supporting People Grant		(6,676,844)	(6,676,844)	(6,776,997)
		322,513	257,513	211,376
<u>Other Costs</u>				
Meals on Wheels		273,322	273,322	212,088
Telecare Gross Cost		566,253	566,253	579,597
Less Client and Agency Income		(387,615)	(331,779)	(336,757)
-Less Contribution from Supporting People		(108,380)	(99,216)	(100,704)
Disabled Car Badge Scheme		0	0	0
Agreements with Voluntary Organisations:				
Elderly		285,870	285,870	257,286
Physically Disabled		22,684	22,684	22,525
Learning Difficulties		126,042	126,042	113,723
Section 28a Income		(52,020)	(52,020)	(52,020)
Mental Health and Substance Misuse		139,187	139,187	132,177
MH Capacity Act / Deprivation of Liberty Safeguards		60,917	60,917	61,831
Other		42,566	42,566	51,966
		968,826	1,033,826	941,712
TOTAL ADULT SERVICES	26	53,053,621	52,689,959	52,369,627

SERVICE STRATEGY AND BUSINESS SUPPORT

The Business Support Unit provides support to the Adults and Children's Services Divisions in the areas of Finance, Performance Management and Customer Services. In addition Learning and Development support services are commissioned through the Blaenau Gwent and Caerphilly Joint Workforce Development Team.

Statement of Purpose

The Business Support Unit maintains close links with Corporate Services and all partner agencies and its activities support the provision of services to vulnerable people and their carers in two ways: -

- 1) As a direct support to the Directorate of Social Services, e.g. financial planning, monitoring and advice, provision of performance management information and data analysis.
- 2) As a lead for the Directorate, e.g. on data protection and freedom of information requests, complaints (including media and public information), co-ordination of consultation, income maximisation, financial assessments and compliance with policies and procedures.

SOCIAL SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>SERVICE STRATEGY AND BUSINESS SUPPORT</u>				
<u>Management and Administration</u>				
Policy Development and Strategy		176,608	176,608	181,554
Business Support and Learning & Development		1,196,471	1,196,471	1,161,827
Performance Management Consortium		73,938	73,938	75,473
Further back office savings to be identified		0	0	(161,221)
		1,447,017	1,447,017	1,257,633
<u>Office Accommodation</u>				
All Offices		508,649	556,848	568,445
Less Office Accommodation Recharge to HRA		(64,862)	(74,859)	(65,835)
		443,787	481,989	502,610
<u>Office Expenses</u>				
All Offices		235,975	235,975	239,513
		235,975	235,975	239,513
<u>Other Costs</u>				
Training		275,963	275,963	278,439
Publicity/Marketing/Complaints		50,573	50,573	51,332
Staff Support/Protection		57,499	57,499	58,362
Information Technology		3,290	3,290	3,339
Management Fees for Consortia		(56,343)	(56,343)	(57,188)
Insurances		320,933	320,933	320,933
Other Costs		198,102	208,099	154,742
		850,017	860,014	809,959
TOTAL RESOURCING AND PERFORMANCE	26	2,976,796	3,024,995	2,809,715

CAERPHILLY COUNTY BOROUGH COUNCIL
COUNCIL FUND REVENUE ESTIMATES 2015/2016
DIRECTORATE OF THE ENVIRONMENT

BUDGET SUMMARY

DIRECTORATE OF THE ENVIRONMENT	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>SUMMARY</u>				
REGENERATION, PLANNING & ECONOMIC DEVELOPMENT	40	4,931,823	5,068,067	4,337,961
ENGINEERING DIVISION	44	21,303,980	21,426,409	20,610,677
DIRECTORATE SERVICE EFFICIENCIES		(196,703)	(196,710)	0
PUBLIC PROTECTION	46	7,268,734	7,278,807	7,233,342
COMMUNITY & LEISURE SERVICES	50	20,151,859	20,539,320	18,503,059
Direct Labour/Direct Service Trading Accounts				
<i>Building Cleaning</i>		278,327	278,327	326,077
<i>Network Contract Services</i>		(163,589)	(163,589)	(175,992)
<i>Vehicle Maintenance</i>		(46,957)	(35,930)	(50,421)
TOTAL SERVICE EXPENDITURE		53,527,474	54,194,701	50,784,703
CENTRAL SUPPORT SERVICE APPORTIONMENTS		3,916,067	3,964,088	3,955,491
EXPENDITURE TO COUNCIL FUND SUMMARY	13	57,443,541	58,158,789	54,740,194
USE OF GENERAL FUND				
REGENERATION, PLANNING, ECONOMIC DEVELOPMENT		0	0	0
ENGINEERING DIVISION		0	0	0
PUBLIC PROTECTION		0	0	0
COMMUNITY & LEISURE SERVICES		0	0	0
USE OF GENERAL FUND TO COUNCIL FUND SUMMARY		0	0	0
USE OF EARMARKED RESERVES				
REGENERATION, PLANNING, ECONOMIC DEVELOPMENT		0	0	0
ENGINEERING DIVISION		0	0	0
PUBLIC PROTECTION		0	0	0
COMMUNITY & LEISURE SERVICES		0	0	0
USE OF EARMARKED RESERVES TO COUNCIL FUND SUMMARY	13	0	0	0
		57,443,541	58,158,789	54,740,194

REGENERATION, PLANNING AND ECONOMIC DEVELOPMENT DIVISION

The Regeneration, Planning and Economic Development Division provides a wide range of services to the Council. The Division is divided into four groups each with a range of service functions:

Countryside & Landscape Services

- To provide a proactive, effective Countryside and Landscape Service, which is accessible to all user groups.
- To work towards ensuring that the countryside of Caerphilly is managed along sustainable principles, ensuring appropriate landscape habitat and species diversity.
- To ensure that a healthy landscape and vibrant countryside is seen as an essential part of the well being of Caerphilly's communities, contributing towards the attraction of the County Borough as a place to live and work.
- To contribute specialist professional expertise to the planning and corporate processes, the public and the business community.
- To provide a practical countryside management service "on the ground".
- To encourage and manage access to the countryside by maintaining and enhancing the network of public rights of way and implementing the provisions of the Countryside and Rights of Way Act 2000 including the provision of professional support to the Authority's statutory Local Access Forum.
- To provide support for the corporate role of the Authority's Sustainable Development Co-ordinator.
- To take every opportunity for the creation and development of the partnerships for the development of policy and delivery of services.
- To maximise grant support for all the functions described above.

Development Control/Building Control, Enforcement, Minerals and Technical Support

- To provide an efficient and effective development control and enforcement service to the public, developers, professional agents and the elected members.
- To secure high quality development.
- To enforce Building Regulations according to the processes and time-scales laid down in the Building Act 1984, as amended.
- To create a marketing culture that promotes a high quality service to the customer.

Forward Planning & Urban Renewal

- To provide a framework for development and produce effective planning policy guidance.
- To secure the progressive improvement of the physical environment and safeguard its finest qualities.
- To promote and manage urban renewal in the context of joint investment by the public and private sectors.
- To provide a responsive, efficient and professional service.
- To aid employment and development opportunities through appropriate land allocations and continued improvement of the environment and image of the area.

<i>DIRECTORATE OF THE ENVIRONMENT</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>REGENERATION, PLANNING & ECONOMIC DEVELOPMENT</u>				
<i>ECONOMIC DEVELOPMENT AND TOURISM</i>				
Business Development		1,255,011	1,291,091	1,127,241
Business Urban Renewal		303,802	303,802	266,211
Tourism Events		149,980	149,980	119,730
European Affairs		84,550	84,550	77,485
Commercial Properties		(857,610)	(857,610)	(929,479)
Tourism Venues		1,034,900	1,036,105	987,967
Community Regeneration		243,044	278,044	172,223
Community First Expenditure		3,076,523	3,076,523	3,360,924
Community First Grant Funding		(3,076,523)	(3,076,523)	(3,360,924)
Blackwood Miners Institute		297,957	306,283	296,448
Arts Development		143,111	143,111	144,994
		2,654,745	2,735,356	2,262,820
<i>PLANNING</i>				
Countryside and Landscape		1,343,905	1,389,166	1,264,322
Strategic Planning and Urban Renewal		373,780	373,780	381,296
Development		456,896	456,896	348,073
Building Control		(23,268)	(12,896)	(44,257)
Land Charges		(14,554)	(14,554)	(15,338)
Corporate and Democratic Core		140,319	140,319	141,045
		2,277,078	2,332,711	2,075,141
<i>TOTAL NET BUDGET</i>				
	38	4,931,823	5,068,067	4,337,961
CENTRAL SUPPORT SERVICE APPORTIONMENTS				
		999,923	1,014,922	1,014,922
CORPORATE BUILDINGS APPORTIONMENTS				
		134,956	133,331	132,505
		6,066,702	6,216,320	5,485,388

Economic Development & Tourism Division**Service Objectives**

- Marketing and promotion of Caerphilly County Borough to potential investors;
- Supporting and development of local businesses with advice and grants;
- Promotion and support of ICT for businesses;
- Management of a portfolio of around 200 industrial units and 3 managed office schemes;
- Development, promotion and marketing of town centres;
- Promotion of the area to tourists and visitors;
- Provision of advice to tourism operators;
- Operation of a range of visitor facilities at Llancaiach Fawr, Cwmcarn, The Winding House, Blackwood Miners Institute and Caerphilly Visitor Centre;
- Promotion of arts development initiatives within the Authority;
- A European Unit which advises on European funding and other matters relating to the European Union;
- Community Regeneration activities allied to the Community Strategy including the Communities First Programme;
- Caerphilly Fast Forward providing training and work experience opportunities for the long-term unemployed, disadvantaged and disaffected individuals and supported job search activities.

ENGINEERING DIVISION**Description of Services**

The Engineering Services Division provides a wide range of services to the Council. These services are broad and encompass a range of strategic, operational and client activities and of the services provided by the Division's three groups, the more important of these are as follows:

Highways Operations Group

- Highway land and drainage
- Gulley cleansing and maintenance
- Winter Service Plan delivery
- Highway inspections
- Tip monitoring Highway maintenance (potholes)
- Civil engineering construction
- Managing the SEW contract
- Planned carriageway and footway maintenance
- Highway asset management
- RASWA inspections
- Highway condition surveys
- Traffic Management Act
- Street lighting
- Insurance claims

Engineering Projects Group

- Bridge design and maintenance
- Retaining wall design and maintenance
- Culvert design and maintenance
- Building surveys and structural maintenance
- Corporate land drainage
- Land reclamation
- Canal maintenance
- Highway design
- Site supervisors' contract management
- Scheme feasibility
- Programme management
- Project management
- Capital programme

Transportation Engineering Management Group

- Regional Transport Plan
- Transport strategy and plans
- Traffic data collection and analysis
- Sustainable travel planning
- Traffic management schemes
- Traffic Regulation Orders
- Car park management
- Safety Camera Partnership
- School Crossing patrols
- Road safety education and publicity
- Highways development control
- S106 negotiation implementation
- Searches and land charges
- Public transport strategy
- Bus service contracts
- Concessionary fares administration

Transportation Engineering Management Group (continued)

- Bus shelter provision and maintenance
- Public transport information
- Community transport
- Rail improvement schemes
- Park & Ride development

<i>DIRECTORATE OF THE ENVIRONMENT</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<i><u>ENGINEERING DIVISION</u></i>				
<i>HIGHWAY OPERATIONS</i>		10,802,353	10,909,327	10,115,286
<i>ENGINEERING PROJECTS GROUP</i>		(123,002)	(123,002)	(128,975)
<i>TRANSPORT ENGINEERING</i>		713,264	713,264	706,926
<i>PASSENGER TRANSPORT</i>		1,839,178	1,839,178	1,807,555
<i>HOME TO SCHOOL TRANSPORT</i>		6,495,958	6,511,413	6,592,696
<i>SOCIAL SERVICES TRANSPORT</i>		1,377,163	1,377,163	1,396,108
<i>ENGINEERING - GENERAL</i>		199,066	199,066	121,081
<i>TOTAL NET EXPENDITURE</i>	38	21,303,980	21,426,409	20,610,677
<i>CENTRAL SUPPORT SERVICE APPORTIONMENT</i>		505,205	512,783	512,783
<i>PONTLLANFRAITH CORPORATE BUILDING APPORTIONMENT</i>		103,931	102,709	102,076
<i>NET EXPENDITURE ENGINEERING SERVICES</i>		21,913,116	22,041,901	21,225,536

PUBLIC PROTECTION DIVISION

This Division aims to protect the environment and the public, their health, safety and economic well being as well as ensuring a level playing field for local businesses. A comprehensive range of environmental health and trading standards enforcement services is delivered. The Division also has responsibility for Community Safety, CCTV, Community Safety Wardens as well as the Licensing and Registration services, and Emergency Planning and also Catering Services.

The Public Protection Division is divided into three groups of service activities, headed by Group Managers, plus the Emergency Planning team and also Catering Services. Services are primarily located at the Council Offices at Pontllanfraith, Blackwood, but also from Ty Penallta and at the Tir-y-Berth depot as well as schools.

The Environmental Health Group

- **Food and Health and Safety Team**

This section ensures that food premises comply with the Food Safety Act and other regulations by inspecting, sampling, enforcing and educating approximately 1,500 premises in which food is handled. This section regulates approximately 3,500 commercial premises and workplaces in order to protect the health and safety of both workers and the public who visit them.

- **Health Improvement Team**

The main aim of the health improvement team is to promote the health and wellbeing of those who live and work in Caerphilly County Borough. The work of the team is focused on five priority health areas – nutrition, physical activity, tobacco control, sexual health and injury prevention.

- **Environmental Enforcement Team**

This section primarily deals with situations where there may be a risk to public health or where a nuisance is being caused which significantly affects individuals' comfort or quality of life. These are generally referred to as public health nuisances or statutory nuisances. The section also deals with issues relating to pest control, fly tipping, domestic noise, litter, dog mess, abandoned vehicles etc.

- **Pollution Team**

The Pollution Control Team is responsible for ensuring that all aspects of pollution control, with the exception of domestic nuisance complaints, are dealt with in a satisfactory and timely manner. This includes both air quality and contaminated land issues. The team also provides specialist advice to the Planning Department on current planning and development applications in order to prevent foreseeable pollution issues becoming future problems.

The Trading Standards and Licensing Group

- **Trading Standards Teams**

Two teams of officers enforce an extensive list of legislation concerned with the quality, quantity, pricing, marketing, description and safety of goods, services and trade practices. Enforcement and monitoring takes place at manufacturing, importation, distribution and retail levels. In addition the service offers a free consumer advice service and are also responsible for animal health and welfare, licensing enforcement and interventions into under-age sales of restricted products.

- **Licensing**

Some businesses and events are required to meet minimum safety and trading standards before they are able to trade or take place. The licensing section make sure that those standards are in place and issue licenses that cover over thirty activities, including pubs, clubs, public entertainment, taxis, petroleum, gambling and animal establishments in the county borough.

- **Registration**

The Registration Service establishes a permanent legal record of every birth, death, marriage and civil partnership in the County Borough, authorises and conducts civil marriage and civil partnership ceremonies, administers the oath and pledge taken by new British Citizens.

<i>DIRECTORATE OF THE ENVIRONMENT</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>PUBLIC PROTECTION DIVISION</u>				
<i>TRADING STANDARDS</i>		807,425	807,424	770,875
<i>LICENSING</i>		18,267	18,267	27,075
<i>REGISTRARS</i>		78,883	78,883	72,791
<i>CCTV</i>		514,712	514,712	499,995
<i>COMMUNITY WARDENS</i>		355,478	355,478	363,821
<i>COMMUNITY SAFETY</i>		140,733	150,733	143,015
<i>CORPORATE AND DEMOCRATIC COSTS (CDC)</i>		33,166	33,166	34,680
<i>HEALTH IMPROVEMENT</i>		439,793	439,793	383,777
<i>ENFORCEMENT</i>		638,418	638,492	618,379
<i>POLLUTION</i>		339,165	339,165	342,700
<i>FOOD TEAM</i>		555,434	555,434	554,916
<i>EMERGENCY PLANNING</i>		138,772	138,772	139,735
<i>CATERING</i>		3,208,488	3,208,488	3,281,583
<i>TOTAL NET EXPENDITURE</i>	38	7,268,734	7,278,807	7,233,342
<i>CENTRAL SUPPORT SERVICE APPORTIONMENTS</i>		901,070	914,586	914,586
<i>CORPORATE BUILDINGS APPORTIONMENTS</i>		163,858	163,501	162,261
		8,333,662	8,356,894	8,310,189

Emergency Planning

The Emergency Planning Team supports the Council in assessing risks and developing and maintaining plans to ensure the control and mitigation of the impact of an emergency. The team delivers a programme of training and exercising for our staff and partner agencies. There is close liaison with neighbouring local authorities, emergency services, utilities, voluntary and other appropriate organisations, to share information and ensure a coordinated and integrated response to emergency incidents.

The Community Safety Group

Two teams work in partnership with other agencies, particularly through the Safer Caerphilly and Community Safety Partnership, to reduce crime, disorder and fear of crime in the county borough. They are responsible for ensuring the Authority carries out its responsibilities under Section 17 of the Crime & Disorder Act as well as running the CCTV schemes monitoring town centres and car parks throughout the area. In addition, the Community safety Warden service, which provides a high visibility presence on the streets are managed within the group.

Catering Services

Catering employs over 800 staff to operate catering facilities and provide meals to all the Council's primary schools, including the provision of breakfast clubs, 7 of the Council's comprehensive schools, a meals on wheels service for vulnerable people operated from the catering facility at Tir Y Berth, catering at 2 sheltered housing facilities and also 2 staff restaurants at Ty Penallta and Ty Pontllanfraith. As part of the catering service to schools, Catering is implementing and monitoring the Welsh Government's Appetite for Life Agenda to ensure well balanced healthy food menus and options are made available to school children.

COMMUNITY AND LEISURE SERVICES

The Community and Leisure Services Division provides a wide range of front line services across the County Borough. These services are broad and encompass a range of strategic and operational activities. The services are provided by five service groups as follows:

Waste Strategy & Operations

Waste Treatment & Disposal

- Formulation and delivery of waste strategy
- Final treatment and disposal of residual municipal waste
- Treatment of collected recyclables and compostables
- Provision and operation of waste transfer and civic amenity facilities
- Partnership working across the public and private sector on long term contractual arrangements

Waste Collection

- Collection of all municipal residual wastes
- Collection of recyclables and compostables
- Commercial waste collection
- Collection of bulky household goods

Street & Environmental Cleansing

- Scheduled cleansing of highways and other relevant land
- Removal of fly tipping
- Management of the WG "Tidy Towns" scheme and other partnership schemes

Park & Outdoor Facilities

Park & Grounds Maintenance

- Provision and maintenance of municipal parks
- Provision and maintenance of open green spaces
- Horticulture and arboriculture
- Maintenance of roundabouts and highway verges

Outdoor Facilities & Play

- Provision and maintenance of outdoor sports facilities
- Provision and maintenance of playgrounds

Bereavement Services

- Burials strategy and administration
- Provision, operation and maintenance of municipal cemeteries

Building Cleaning

- Cleaning of public buildings and schools.
- Emergency response cleaning service.
- Housing void cleaning.
- Window cleaning.
- Testing of electrical portable appliances.

COMMUNITY AND LEISURE SERVICES continued**Fleet Management & Maintenance**

- Fleet Management strategy.
- Monitoring of compliance with Road Transport Law.
- Provision and administration of fuel system.
- Maintenance of Council fleet.
- MOT and taxi inspections.

Leisure Services

- Operation of 12 Leisure Centres including 9 Joint Use sites with Authority schools.
- Promotion of Sport Development in partnership with Sports Council for Wales and Welsh Government.
- Outdoor Education at Ynys Hywel.

DIRECTORATE OF THE ENVIRONMENT	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>COMMUNITY & LEISURE SERVICES</u>				
WASTE MANAGEMENT				
<i>Residual Waste</i>		3,973,450	4,218,211	2,948,019
<i>Organics recycling</i>		1,859,244	1,870,777	1,621,620
<i>Civic Amenity Sites</i>		2,579,620	2,581,035	2,676,490
<i>Waste Transfer Station</i>		178,958	178,958	152,550
<i>Dry Recycling</i>		2,330,596	2,342,340	2,701,763
<i>Bulky Waste</i>		253,682	254,574	130,993
<i>Commercial Waste</i>		(56,697)	(56,697)	(482,744)
<i>Other Waste</i>		69,019	69,019	70,054
<i>Trehir</i>		177,297	177,297	178,246
<i>Sustainable Waste Management Grant</i>		(3,449,586)	(3,449,586)	(3,339,603)
<i>HQ Staff</i>		1,463,477	1,472,180	1,423,408
CLEANSING				
<i>Public Conveniences</i>		96,715	96,715	89,615
<i>Street Cleansing</i>		4,075,558	4,120,309	4,126,042
GROUND MAINTENANCE AND PARKS				
<i>Cemeteries</i>		251,221	251,221	215,978
<i>Allotments</i>		37,297	42,297	37,856
<i>Parks and Playing Fields</i>		1,596,054	1,604,714	1,492,238
<i>Playgrounds</i>		276,351	276,351	272,270
<i>Outdoor facilities</i>		347,457	347,457	292,877
<i>Housing Ground Maintenance</i>		245,594	245,596	249,278
<i>Community Assets Funding</i>		0	50,000	0
<i>HQ Staffing</i>		1,040,455	1,040,455	1,060,205
LEISURE SERVICES				
<i>Leisure Centres</i>		2,527,484	2,527,484	2,344,883
<i>Sports & Health Development</i>		96,285	96,285	92,437
<i>Outdoor Education</i>		182,328	182,328	148,584
Total net expenditure Community & Leisure Services	38	20,151,859	20,539,320	18,503,059
CENTRAL SUPPORT SERVICE APPORTIONMENTS		1,052,580	1,068,369	1,068,370
CORPORATE BUILDINGS APPORTIONMENTS		54,544	53,887	47,988
		21,258,983	21,661,576	19,619,417

CAERPHILLY COUNTY BOROUGH COUNCIL
COUNCIL FUND REVENUE ESTIMATES 2015/2016
CORPORATE SERVICES DIRECTORATE

<i>CORPORATE SERVICES DIRECTORATE</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>SUMMARY</u>				
<i>CORPORATE SERVICES</i>	59	24,254,171	24,341,310	23,228,902
<i>MISCELLANEOUS FINANCE</i>	60	54,927,495	54,108,506	53,072,844
		79,181,666	78,449,816	76,301,746
<i>CENTRAL SUPPORT SERVICES APPORTIONMENTS</i>		(10,059,017)	(10,184,660)	(10,163,504)
<i>EXPENDITURE TO COUNCIL FUND SUMMARY</i>	13	69,122,649	68,265,156	66,138,242
<i>USE OF BALANCES AND EARMARKED RESERVES</i>				
<i>COUNCIL FUND</i>		0	0	0
<i>USE OF BALANCES TO COUNCIL FUND SUMMARY</i>		0	0	0
<i>USE OF EARMARKED RESERVES</i>				
<i>CORPORATE SERVICES</i>	13	0		0
<i>USE OF EARMARKED RESERVES TO COUNCIL FUND SUMMARY</i>		0	0	0
		69,122,649	68,265,156	66,138,242

CORPORATE SERVICES

Financial Services And Internal Audit Services

Description of Service

Finance services can be broken down into 2 quite distinct components. Firstly, there are front line services delivered directly to the public, which involve revenue collection and benefits administration. Secondly there are a wide range of support services provided to all Directorates of the Council which underpin all Council activities:

- Financial information and advice
- The management of all funds, investments and the raising of loans
- Insurance and risk management initiatives
- Payroll and creditor payments

The front line services involve the collection of Council Tax, Non Domestic Rates and Sundry Debts. Whilst delivering a customer focused service the main purpose within revenues is the maximisation of monies collected. This is of enormous importance to the well-being of the Council as the sums involved exceed £138m per annum.

Housing and Council Tax benefit is available to the unemployed and people on low income. With in excess of 29,000 claimants the service provided is instrumental in alleviating poverty and hardship to almost 1/3 of all households within the County Borough.

Internal Audit is directly responsible to the Head of Corporate Finance for carrying out the statutory responsibility imposed on all local authorities to maintain an adequate and effective system of internal audit of the accounting records and control systems (Accounts and Audit Regulations 1996). In addition, it seeks to be involved throughout the organisation in the formulation and review of policies and procedures and to independently express an opinion together with any recommendations for improvement.

Procurement Services

Service Objectives

To provide a skilled and professional contribution to supply chain management in Caerphilly, by contracting for goods and services to meet changing customer needs, whilst maintaining efficiency, effectiveness and value for money.

Description of Service

Procurement Services provide a complete procurement solution to customers consisting of a range of discrete areas of activity:

- Contract arrangements
- "Irregular Demand" purchasing
- Catalogue Distribution Service
- Disposal of surplus equipment and materials
- Procurement consultancy, advice and guidance in the form of a corporate procurement strategy and procurement manual
- Payment of invoices
- E-Procurement, which includes purchasing cards
- Procurement process mapping and business process re-engineering
- Supply chain management, which includes SME development

Legal and Governance

Description of Service

Legal Services and Monitoring Officer/Corporate Solicitor

Legal Services provides a comprehensive legal service to other parts of the Council through two divisions:

- **Litigation and Welfare**
Legal advice and representation relating to civil and criminal cases - claims against, and by the Council, prosecutions in the Magistrates and Crown Court, Employment Tribunals, the clerking of internal hearings and appeals.
- **Planning, Land, Highways & Housing**
All matters relating to the buying, selling and leasing of land including industrial/commercial premises, the sale of Council houses under Right to Buy, contracts and agreements on behalf of the Authority, highways acquisitions, traffic and footpath orders.

The Head of Legal Services is also the Council's Deputy Monitoring officer, ensuring that the Council acts lawfully and in a way that will avoid maladministration.

POLICY UNIT

The role of the Policy Unit is to provide policy, research, equalities and funding support for the local authority and wider partnerships. It works at local, regional and national levels. The Unit facilitates the work around Caerphilly Community strategy, Caerphilly Local Service Board and activities around the Voluntary Sector Compact Agreement.

The Unit provides support or advice on policy matters in a national and local context to senior members.

ELECTORAL SERVICES

The Service is directly responsible to the Electoral Registration Officer for Registration purposes and the Returning Officer for Elections under statutory provisions. Both functions are the responsibility of the Chief Executive Officer as Proper Officer appointed by this Council. The unit undertakes the management and administration of all elections, European, Parliamentary, National Assembly, County Borough and Community Councils together with any Referenda. As part of its remit the unit liaises with all bodies on Electoral matters including Welsh Assembly Government, Electoral Commission, Boundary Commission and Local Government Commission for Electoral Arrangements (Wales). The mainstay of the unit lies in the production and maintenance of an accurate Register of Electors for Parliamentary and Local elections, maintaining lists of Absent Voters and Overseas electors and Boundary reviews. Maintaining the Electoral Register is now an ongoing exercise by way of annual canvass (August/November) and Rolling Registration (monthly updates) throughout the year.

DEMOCRATIC SERVICES

Democratic Services contains two teams, namely Committee Services and Scrutiny and Members Services. Their role is twofold:

1. To manage the Council's decision making, statutory and consultative committees.
2. To support all elected members of the Council to undertake their varied Council and constituency roles.

Democratic Services can be broken down as follows:

Management of Council Committees – Committee Services plans all the Council's decision-making, statutory and consultative committees as well as meeting of full council. The support provided includes the planning of timetable, preparation of agendas and recording of minutes. In addition, advice is provided to members, officers and the public in accordance with the Council's constitution.

Cabinet Office Support – support is provided for the Leader and cabinet to include secretarial duties, diary management and co-ordination of advice for cabinet members attending meetings.

Civic Office Support – support is provided for the Mayor and Deputy Mayor to include the planning of future civic events, secretarial duties, diary management and chauffeur services.

Scrutiny Support – providing scrutiny committees with a research resource for undertaking task and finish review groups. Task and finish groups are an opportunity for committees to examine an issue in depth and produce a report with recommendations. The Scrutiny Research Office provides full secretariat support for these reviews. In addition support is provided in ensuring committees forward work programming and the co-ordination of the development of the scrutiny function through co-ordinating the Scrutiny Management Panel, which is made up of the chairs and vice chairs of scrutiny committees.

Members Support and Development – advice and guidance is offered to all members of the council. Typical help includes advice on members' allowances and travel and subsistence, secretarial support, provision of home IT equipment and stationery. Importantly, the Council was the first in Wales to be awarded the WLGA's Charter for Member Support and Development and manages a training and development programme for councillors in accordance with members changing skills and knowledge needs.

Engagement – the team plays a key role in supporting the Council's Youth Champion and wider engagement agenda for young people.

Information and Citizens Engagement

Description of Service

IT Services

The division provides a complete range of services covering strategic direction and advice on hardware, software, consultancy and training to all Directorates within the Authority. The aim is to provide flexible ICT solutions enabling the Authority to meet its business needs in a cost effective manner and enabling service improvements through the best use of technology.

Central Services

Central Services are at the centre of the Information management agenda and lead on Freedom of Information and Data Protection and Records Management.

Central Services provides mail, records and administrative support services to many different clients within the council and provides information services to the public and council departments

Communications

The service provides a wide range of disciplines and professional skills which enable services and the corporate body of the authority to communicate to the public, other organisations and its' employees. Services include:- Advertising, Communications Development, Corporate Identity Management, Corporate Information Services, Corporate Marketing and Sponsorship, Cultural Development – Twinning, Design - Graphic and Multi-Media, Events Management, External Communications, Internal Communications, Media Relations, New Media incl. Website/Intranet Management. The print service provides a full range of printing and reprographics from full colour leaflets, posters, brochures, office stationery, short run digital colour printing and high volume photocopying.

Personnel Services

Service Objectives

To recruit, develop and retain skilled and motivated people through effective and efficient people management and development, which will enable the Council to deliver high quality services and achieve its corporate and service aims and objectives.

To strive to create a workforce that is -

- Committed to the Council's aims and values
- Customer focused and responsive
- Efficient, effective and competitive
- Skilled, well trained knowledgeable and flexible
- Striving for continuous improvement

Core Areas

The following nine core areas form the basis of the Council's People Management Strategy.

- Resourcing
- Performance Management
- People and Organisation Development
- Pay and Conditions
- Equality and Diversity
- Employee Relations & Involvement
- Occupational Health & Safety
- Work Life Balance
- Management Information & Systems

BUILDING CONSULTANCY DIVISION**Service Objectives**

The Building Consultancy Division, which is part of the Directorate of the Environment, provides multi-disciplinary professional support to assist other services.

The key service objectives of the Division are:-

- To provide high quality competitively priced professional services to other council directorates and external bodies.
- Provide professional advice and support to assist the Council to achieve its corporate aims and objectives.
- Ensuring that the Council's property assets are managed efficiently and effectively.

Description of Service

The main professional activities undertaken by the Building Consultancy Division are:

- Budget and programme setting and monitoring.
- Feasibility studies and appraisal.
- Project management.
- Defining and setting the technical standards.
- Procurement of Building Services.
- Condition and structural surveys.
- Managing repair, maintenance and refurbishment contracts on buildings.
- Building Surveying Services
- DDA Surveyors & Commissioners.
- CDM Co coordinators
- ECOHOME & BREEAM Assessors
- Maintenance planning.
- Preparation of schedules of dilapidation.
- Property - related health and safety advice.
- Architectural design.
- Quantity surveying.
- Mechanical and electrical design

Performance Measures

- The Division's services to other Directorates are subject to agreement, monitoring and review through Service Level Agreements. The Division has to cover 100% of its operational costs through fee income from internal and external clients.
- Service Receivers general views on the quality and cost of services are obtained through regular surveys and the responses are used to establish performance targets.

- Specific service delivery targets and a number of performance indicators are included in the Division's Performance Plan.

PRIVATE SECTOR HOUSING – Including Strategy, Home Improvement Grants, adaptations for Disabled Persons, Housing Agency, Housing Standards, Group Repair/Renewal Areas, Slum Clearance, Empty Homes

Service Objectives

- To reduce the level of unhealthy housing by the way of statutory action, Home Improvement grant assistance and group/block repair.
- To improve, adapt or repair the properties of low-income households through the use of Minor Works grants.
- To provide Disabled Facilities Grants and develop effective adaptation services for disabled residents.
- To maintain and advance area renewal initiatives throughout the County Borough.
- To improve the condition and management of Houses in Multiple Occupation.
- To facilitate the creation of new units of both private rented and owner occupied accommodation through conversion grants.
- To implement an effective empty homes strategy.
- To continue to develop and offer a comprehensive home improvement Agency service to all grant applicants.

Description of Service

The Council's aim is to improve the quality of the housing stock, the environment and lives of our present and future residents. The inextricable link between poor health and poor housing is well known. This core housing activity is based on the concept of health protection and promotion through regulation and assistance. The service discharges the Authority's statutory obligation in enforcing minimum standards within private sector housing, including those such as fire safety in relation to houses in multiple occupation. The service is also responsible for the administration of the renovation and disabled facilities grant functions and also implements Area Renewal Programmes aimed at regenerating local communities. The service will this year control capital budgets of around £5million.

In addition, the Division incorporates the Home Improvement Agency, which provides professional, technical and administrative assistance to the public to assist them in the repair and improvement of their homes. The Service offers friendly advice whilst undertaking works supervision, contract and financial management, use of approved contractors, all of which ensure value for money and a quality product.

Performance Measures

- The percentage of high risk private sector dwellings improved to an acceptable level.
- The percentage of long-term empty homes brought back into beneficial use.
- The time taken to deliver a Disabled Facilities Grant.
- The time taken to deliver a major adaptation for a Council tenant.
- The average time taken to deliver low cost adaptation works in private dwellings where the Disabled Facilities Grant process is not used.
- The number of known HMO's that have a full licence, a conditional licence, or are subject to enforcement activity.
- The percentage of customers satisfied with the conduct of the builder.
- The percentage of customers satisfied with the time taken to complete the scheme
- The percentage of grants administered by the Home Improvement Agency as measured against target.

PERFORMANCE MANAGEMENT

The Performance Management Unit (PMU) is a small team that supports, monitors and challenges services throughout the Authority to demonstrate continuous improvement as required by the Local Government Act 1999. This includes ensuring the organisation has robust business planning and relevant performance measures to tell a story of good or poor performance to bring accountability for that performance. The PMU produce the Council's yearly Improvement Plan to demonstrate performance to the public. In addition to quality assurance of management information, the PMU work with statutory bodies such as the Wales Audit Office to identify risks, support inspections and ensure the Authority meets its statutory obligations under the Wales Programme for Improvement (April 2006). The service gives training on performance management topics to the Authority and works with elected members to help them understand performance issues. The service also develops and maintains the performance information measurement system (PIMs) to enable better scrutiny and accountability of how the Authority performs for both members and officers.

Miscellaneous Finance

There are a number of very significant budget headings, which are of a corporate nature and are managed by Corporate Finance.

<i>CORPORATE SERVICES DIRECTORATE</i>	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<i>SUMMARY</i>				
<i>CHIEF EXECUTIVE AND SECRETARIAT</i>		239,832	239,832	241,517
<i>DEPUTY CHIEF EXECUTIVE</i>		180,488	180,488	187,249
<i>CORPORATE FINANCE</i>				
Financial services		2,481,303	2,481,303	2,153,341
Procurement		461,047	461,047	447,226
		2,942,350	2,942,350	2,600,567
<i>LEGAL & GOVERNANCE</i>				
Legal		844,275	844,275	855,058
Democratic Services		1,876,596	1,876,596	1,880,945
Electoral Services		303,201	303,201	305,617
Policy		452,434	452,434	457,776
Equalities		185,865	200,824	186,684
		3,662,371	3,677,330	3,686,080
<i>HOUSING SERVICES</i>				
General Fund Housing		656,873	656,873	672,683
Private Housing		573,344	573,344	526,188
Building Maintenance		(117,828)	(117,828)	(118,130)
		1,112,389	1,112,389	1,080,741
<i>INFORMATION AND CITIZENS ENGAGEMENT</i>				
IT Services		4,964,752	4,967,889	4,690,281
Central Services		406,701	406,701	407,598
Communications Unit		298,841	319,536	291,475
Customer First		1,545,172	1,545,172	1,450,953
		7,215,466	7,239,298	6,840,307
<i>PERFORMANCE & PROPERTY</i>				
Performance Management Unit		344,585	361,585	304,363
Corporate Property Services		677,946	677,946	573,299
Corporate Premises		2,721,730	2,721,730	2,676,909
Asset Management Facilities		2,076,468	2,076,468	2,090,150
Building Consultancy		(23,840)	(23,840)	(10,661)
		5,796,889	5,813,889	5,634,060
<i>HUMAN RESOURCES</i>				
Human Resources		1,977,182	2,008,530	1,884,625
Trade Union Facilities		25,233	25,233	25,230
		2,002,415	2,033,763	1,909,855
<i>HEALTH & SAFETY</i>		1,101,971	1,101,971	1,048,526
<i>TOTAL CORPORATE SERVICES</i>	52	24,254,171	24,341,310	23,228,902

CORPORATE SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
MISCELLANEOUS FINANCE				
Staff Related Costs				
Pension Contribution - Former Authorities Ongoing		1,233,237	1,233,237	1,234,213
Recharge to Education - Former Authorities		(191,333)	(191,333)	(191,333)
Adjustment for Superannuation Costs		47,315	47,315	0
		1,089,219	1,089,219	1,042,880
Catering				
Subsidy		227,974	227,974	204,394
		227,974	227,974	204,394
Statutory Benefit Schemes				
Council Tax Reduction Scheme		14,189,934	14,189,934	14,633,828
General Rent Allowances		31,398,320	31,398,320	32,359,654
Rent Rebates		30,016,589	30,016,589	29,905,413
Rent Allowance War Widow Concessions		45,000	45,000	35,000
Housing Benefit Subsidy		(61,414,909)	(61,414,909)	(62,265,067)
		14,234,934	14,234,934	14,668,828
Levies Upon the Council				
Coroner		159,347	159,347	160,313
Archives		215,093	215,093	223,138
Fire Service Authority		8,376,576	8,376,576	8,225,773
		8,751,016	8,751,016	8,609,224
Capital Financing				
Debt Charges		17,831,613	18,059,113	18,146,367
Investment Income net of Recharges		392,028	392,028	196,028
Welsh Housing Quality Standard		938,400	938,400	0
CERA (Capital Expenditure funded from Revenue Account)		957,385	729,884	444,974
		20,119,426	20,119,425	18,787,369
Corporate and Democratic Core Costs				
Bank Charges		136,707	136,707	138,758
Income from HRA		(11,484)	(11,484)	(23,339)
Income from DLO/DSO		(21,327)	(21,327)	(9,963)
External Audit Fees		460,207	460,207	467,110
Income from HRA		(35,161)	(35,161)	(78,568)
Income from DLO/DSO		(65,299)	(65,299)	(33,538)
Subscriptions		133,982	133,982	108,992
		597,625	597,625	569,452

CORPORATE SERVICES DIRECTORATE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
Grants to Voluntary sector				
Assistance to Voluntary sector		255,220	255,220	229,048
		255,220	255,220	229,048
Other Grant funding				
Spend on ad hoc Community Projects		258,000	6,000	258,000
		258,000	6,000	258,000
Private Finance Initiative				
PFI Schools		2,707,407	2,707,407	2,624,617
PFI SEW		4,399,222	4,399,222	4,280,489
		7,106,629	7,106,629	6,905,106
Other				
Miscellaneous Items		113,263	96,263	15,260
21st Century Schools Funding		106,482	106,482	111,949
Budget Pressures		226,500	226,500	191,952
Unapplied Growth - Landfill		243,672	3,672	243,672
NNDR - Authority Empty Properties		195,617	195,617	128,551
Apprentice/Trainee Costs		494,749	184,761	149,749
Counsel Fees		394,593	394,593	325,512
Careline		84,074	84,074	85,335
Carbon Management Scheme		23,445	23,445	23,797
Carbon Energy Tax		215,135	215,135	218,362
IT Replacement Strategy		342,090	342,090	327,221
PV Panels Income		(40,000)	(40,000)	(40,600)
Unapplied Growth - Living Wage		42,726	42,726	0
Risk Management Contribution		(154,894)	(154,894)	(157,217)
Proposed Waste Transfer Station - Ty Duffryn		0	0	150,000
Matched Funding for Community Schemes		0	0	25,000
		2,287,452	1,720,464	1,798,543
TOTAL MISCELLANEOUS FINANCE		54,927,495	54,108,506	53,072,844
EXPENDITURE TO DIRECTORATE SUMMARY	52	79,181,666	78,449,816	76,301,746
CENTRAL SUPPORT SERVICES APPORTIONMENTS/RECHARGES		(10,059,017)	(10,184,660)	(10,163,504)
	52	69,122,649	68,265,156	66,138,242

CAERPHILLY COUNTY BOROUGH COUNCIL
COUNCIL FUND REVENUE ESTIMATES 2015/2016
HOUSING REVENUE ACCOUNT

HOUSING REVENUE ACCOUNT

Service objectives

The Public Housing Service is responsible for discharging the Council's statutory function in relation to the Council's housing stock in the County Borough. On 31st March 2013 the Public Housing Service is responsible for the management and maintenance of 10,912 Council owned properties located throughout 92 different communities in the County Borough. Public Housing Services are provided on a decentralised basis from six local Housing Offices with a central Headquarters including rent collection services at Ty Pontllanfraith and a Housing Advice and Allocations Centre in Gilfach.

The primary strategic housing aim of the Council is to seek to ensure that good quality housing of appropriate tenure is available to residents of the County Borough in order to meet not only their current needs and aspirations but also their changing needs, particularly as a result of age or disability.

The Council will seek to fulfil this aim through ten key housing objectives, identified in the Local Housing Strategy.

- To manage the Caerphilly housing stock so that an effective contribution is made to the reduction of crime and anti-social behaviour on Council and other estates. To ensure all sections of the community feel safe in their homes and their neighbourhood.
- To ensure the provision of good standard housing for the area with the appropriate choice in respect of size, tenure and affordability in order to meet individual current and future housing needs. To ensure that sufficient housing options exist to reduce homelessness and rooflessness.
- To achieve efficient, effective and fair management of the social rented housing stock.
- To achieve the best possible quality of housing across all tenures and to maximise available resources to bring about the necessary repairs and improvement.
- To work and consult with housing consumers and customers in the delivery of the service and to engage tenants in the preparation of housing strategy and policy, and the development of best operational practice.
- To ensure that housing fulfils its appropriate role in supporting area based regeneration of communities, settlements and estates, and contributes to sustaining existing communities in a way that reflects the wishes of local residents.
- To improve the health and wellbeing of communities and tackling inequalities in health. To achieve the highest level of energy efficiency in all housing stock, and to reduce fuel poverty across poor communities.
- To assist residents to achieve maximum independence in their homes, and in their communities, and to enable residents to maximise access to the necessary appropriate support mechanisms for individuals, families and carers.
- To prepare housing strategies in full consultation, and in partnership, with appropriate internal and external agencies, and to harness the capacity of all relevant local organisations.
- To contribute to the maintenance and improvements of the natural and built environment.

Description of Service

The management and maintenance of the Council's housing stock, administration of the housing registers, general estate management and forward strategic planning of the housing function.

HOUSING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>HOUSING REVENUE ACCOUNT</u>				
<u>SUMMARY</u>				
GENERAL MANAGEMENT	66	1,005,991	1,005,991	1,263,551
CAPITAL FINANCING	66	2,881,601	2,881,601	8,437,436
CENTRAL RECHARGES	66	2,088,519	2,088,519	2,108,514
STRATEGY AND PERFORMANCE	66	1,015,853	1,015,853	1,539,011
PUBLIC SECTOR HOUSING	66	5,045,379	5,045,379	5,076,154
SUPPORTED HOUSING	66	0	0	0
BUILDING MAINTENANCE SERVICES	68	25,946,160	25,946,160	27,687,271
GROSS EXPENDITURE		37,983,503	37,983,503	46,111,937
INCOME	70	(37,983,503)	(37,983,503)	(46,111,937)
(SURPLUS)/DEFICIT CONTRIBUTION (TO)/FROM WORKING BALANCES	13	0	0	0

General Management

The salary costs of the Chief Housing Officer, Secretary, Finance staff and centralised budgets are held here.

Capital Financing Costs

This relates to the loans raised to fund development, repair and refurbishments and is the cost of the principal and interest loan repayments including debt management costs.

Central Recharges

These are the recharges from other departments of the Council to the Housing Revenue Account in respect of the support services provided to Housing.

- Legal Services – Legal Support, Statutory Notices, Right to Buy, Conveyancing
- Accountancy – Capital Fund Management, Ledger Support, Audit and Insurance Services
- IT – Local Support, PC and Network Maintenance, Systems Development, Telecommunications
- Policy Unit – Corporate Strategy
- Central Services – Printing, Courier, Reception etc
- Property Services – Valuations, Land Transaction Negotiation, Terrier, Shops Management
- Personnel – Recruitment, Industrial Relations, Restructures, Flexi Administration
- Health and Safety – Statutory
- Procurement – Various
- Recharge from General Fund Housing for Grounds Maintenance
- Others

HOUSING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>HOUSING REVENUE ACCOUNT</u>				
GENERAL MANAGEMENT	64	1,005,991	1,005,991	1,263,551
CAPITAL FINANCING COSTS				
Interest Charge		2,039,131	2,039,131	2,374,610
Principal		885,637	885,637	5,579,423
Debt Management		14,514	14,514	541,084
Rescheduling Discount		(57,681)	(57,681)	(57,681)
EXPENDITURE TO HRA SUMMARY	64	2,881,601	2,881,601	8,437,436
CENTRAL RECHARGES				
Central Recharges		1,653,182	1,653,182	1,673,177
Grounds Maintenance recharge to HRA		435,337	435,337	435,337
EXPENDITURE TO HRA SUMMARY	64	2,088,519	2,088,519	2,108,514
STRATEGY AND PERFORMANCE		75,487	75,487	80,007
PERFORMANCE DEVELOPMENT		605,696	605,696	610,487
COMMUNICATIONS AND ENGAGEMENT		92,266	92,266	96,540
TRANSFORMING LIVES AND COMMUNITIES		242,404	242,404	751,977
EXPENDITURE TO HRA SUMMARY	64	1,015,853	1,015,853	1,539,011
PUBLIC SECTOR HOUSING				
Landlord General		131,953	131,953	124,879
Sheltered Accommodation		1,589,067	1,589,067	1,626,746
Holly Road Community Support		0	0	0
Lower Rhymney AHO		34,656	34,656	21,895
Eastern Valley AHO		568,879	568,879	579,647
Upper Rhymney AHO		785,784	785,784	745,189
Gilfach AHO		7,107	7,107	0
Lansbury Park AHO		316,512	316,512	322,334
Graig Y Rhacca AHO		252,511	252,511	262,579
Allocations		61,537	61,537	103,873
Tenants & Communities Involvement		398,579	398,579	387,440
Leaseholders Management		29,568	29,568	46,392
Tenancy Enforcement		272,365	272,365	267,345
Rents		640,678	640,678	631,554
Community Wardens		(43,817)	(43,817)	(43,719)
EXPENDITURE TO HRA SUMMARY	64	5,045,379	5,045,379	5,076,154
SUPPORTED HOUSING				
Ty Croeso Hostel		0	0	0
EXPENDITURE TO HRA SUMMARY	64	0	0	0

Strategy & Performance

The Strategy & Performance Section includes IT and Performance Measurement, Communications & Engagement and Transforming Lives & Communities (TLC). Tenant and staff communication is a key area, especially as part of the drive to deliver WHQS. There is also a commitment to work in partnerships with key organisations to help regenerate communities and neighbourhoods and the TLC budget will help to deliver this.

Public Sector Housing (Landlord Services)

Landlord Services is responsible for the day-to-day general management of the Housing stock. The service is provided on a decentralised basis from three Area Housing Offices and three Neighbourhood Housing Offices and includes the following functions:

- Housing Waiting Lists and Administration
- Housing Options
- Lettings
- Sheltered Housing
- Tenancy Management
- Estate Management
- Garage Management
- Empty Property Management
- Repairs Reporting
- Rent Collection/Arrears Recovery/Income Maximisation
- Leaseholder Services
- Complaints
- Tenant Participation & Community Involvement
- Tenancy Enforcement/Anti Social Behaviour

Public Sector Housing has a range of operational performance standards, which draw upon a variety of national good practice guidelines. These standards are included in the annual Service Improvement Plan for housing which sets objectives and monitors performance against targets.

Landlord Services staff participate in developing Corporate issues where Housing has a role to play. These include Community Safety, Tackling Anti-Social Behaviour, Social Care Planning and Community Planning.

HOUSING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>HOUSING REVENUE ACCOUNT</u>				
<u>RESPONSE REPAIRS AND MAINTENANCE</u>				
EMPLOYEE EXPENSES NET OF RECHARGES		1,127,195	1,127,195	1,273,368
REPAIRS AND MAINTENANCE ON HOUSING STOCK				
Revenue Contribution to Capital		12,118,832	12,118,832	13,652,304
Responsive Repairs (priorities 1, 2 & 3)		7,202,613	7,202,613	7,937,726
Revenue Projects		3,084,000	3,084,000	2,434,000
Planned Cyclical		2,215,000	2,215,000	2,165,000
		24,620,445	24,620,445	26,189,030
TRANSPORT RELATED		28,068	28,068	25,270
SUPPLIES AND SERVICES		170,452	170,452	199,603
EXPENDITURE TO HRA SUMMARY	64	25,946,160	25,946,160	27,687,271

BUILDING MAINTENANCE SERVICES

With effect from 1st April 2013, the former in-house provider of repairs and maintenance (Building Maintenance DLO) ceased as a trading account and was merged with Housing Services to provide dedicated repairs and WHQS services.

This service has been structured into two main areas, namely Housing Repairs Operations covering the response maintenance service and the WHQS Delivery Team who are responsible for the Housing capital Programme and the delivery of the WHQS project

The Repair and Maintenance functions are delivered from the Council depot at Tir-y-Berth.

Response Maintenance – this service is delivered in response to repair requests being reported by customers/clients.

The WHQS function has been established with a dedicated delivery team who are located at Cherry Tree House, Oakdale.

HOUSING	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
<u>HOUSING REVENUE ACCOUNT</u>				
INCOME				
<i>Rents - Dwelling</i>				
Gross Rent - Dwellings		(38,573,411)	(38,573,411)	(39,395,374)
Gross Rent - Sheltered		(3,851,196)	(3,851,196)	(4,377,264)
Voids		450,000	450,000	500,000
Net Rent		(41,974,607)	(41,974,607)	(43,272,638)
<i>Rents - Other</i>				
Garages		(464,875)	(464,875)	(474,365)
Garage Voids		162,706	162,706	200,304
Shop Rental		(61,322)	(61,322)	(53,562)
		(363,491)	(363,491)	(327,623)
<i>Service Charges</i>				
Sheltered - Services Charges		(1,417,840)	(1,417,840)	(1,423,909)
Sheltered - Heating & Lighting		(262,418)	(262,418)	(262,418)
Catering recharge - Sheltered Accommodation		(53,657)	(53,657)	(53,657)
Voids Schedule Water		46,456	46,456	46,456
Non Scheduled Water Rates		(51,031)	(51,031)	(51,031)
Welsh Water Commission		(743,797)	(743,797)	(717,117)
Leaseholder Service Charges		(10,000)	(10,000)	(10,000)
		(2,492,287)	(2,492,287)	(2,471,676)
<i>Government Subsidies</i>				
Housing Subsidy		6,886,882	6,886,882	0
		6,886,882	6,886,882	0
<i>Interest Receivable</i>				
Mortgage Interest		(3,000)	(3,000)	(3,000)
Investment Income		(7,000)	(7,000)	(7,000)
		(10,000)	(10,000)	(10,000)
<i>Miscellaneous</i>				
Ground Rent		(30,000)	(30,000)	(30,000)
		(30,000)	(30,000)	(30,000)
INCOME TO HRA SUMMARY	64	(37,983,503)	(37,983,503)	(46,111,937)

CAERPHILLY COUNTY BOROUGH COUNCIL

CAPITAL ESTIMATES 2015/2016

CAPITAL EXPENDITURE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
		£000	£000	£000
<u>SUMMARY</u>				
EDUCATION AND LIFELONG LEARNING	73	1,424	1,424	1,445
SOCIAL SERVICES	73	298	298	350
ENGINEERS	73	4,833	4,833	2,410
URBAN RENEWAL	74	2,470	2,470	2,457
REGENERATION, PLANNING AND ECONOMIC DEVELOPMENT	74	200	200	3,957
PUBLIC PROTECTION	74	500	500	500
COMMUNITY AND LEISURE SERVICES	74	241	241	530
PERFORMANCE AND PROPERTY	75	819	819	700
PRIVATE HOUSING	75	2,465	2,465	2,300
INFORMATION AND CITIZEN ENGAGEMENT	75	212	212	212
TOTAL GENERAL FUND		13,462	13,462	14,861
HOUSING (HRA)	75	27,500	27,500	36,290
TOTAL CAPITAL BUDGET	7	40,962	40,962	51,151

CAPITAL EXPENDITURE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
		£000	£000	£000
<u>EDUCATION</u>				
Demographic/legislative Requirements		200	200	225
School Security		100	100	100
Asset management - general		600	600	600
School Boiler Replacement Programme		224	224	220
Contribution 21st Century Schools		0	0	0
Caerphilly Library		0	0	0
Fochriw Youth Centre Match Funding		0	0	0
Health and Safety		300	300	300
EXPENDITURE TO SUMMARY	72	1,424	1,424	1,445
<u>SOCIAL SERVICES</u>				
Reprovision of Heol Aneurin Children's Home		0	0	0
Service Reprovision - Learning Disabilities		0	0	0
All Establishments		0	0	0
Markham Resource Centre		0	0	0
Condition Survey Works		170	170	350
Ty Iscoed		42	42	0
Min Y Mynydd		17	17	0
Castle View		19	19	0
Ystrad Mynach Day Centre		25	25	0
Risca Family Day Centre		25	25	0
EXPENDITURE TO SUMMARY	72	298	298	350
<u>ENGINEERS</u>				
Infrastructure/Retaining Walls		467	467	317
Forward Programme Advance Design/Land		42	42	42
Major Highways Reconstruction		525	525	700
Major Highways Schemes		50	50	0
Bridge Strengthening		297	297	447
Footway Reconstruction		0	0	100
Land Drainage		59	59	125
Corporate Land Drainage		189	189	125
Vehicle Restraint System		42	42	42
Monmouth Canal		212	212	212
Road Safety Speed Management Schemes		50	50	0
Corporate Maintenance of Tips, Mines and Spoils		100	100	250
Carriage Resurfacing LGBI Funded Scheme		2,800	2,800	0
Street Lighting		0	0	50
EXPENDITURE TO SUMMARY	72	4,833	4,833	2,410

CAPITAL EXPENDITURE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
		£000	£000	£000
<u>URBAN RENEWAL</u>				
Bargoed Phase 3		42	42	0
Bargoed Cinema Development		2,000	2,000	2,000
Rail Bridge Newbridge Town Centre		43	43	0
Caerphilly Park Lane		93	93	0
Commercial and Industrial Grants		50	50	50
Bargoed General		30	30	0
ERDF Match Funding		0	0	170
Town Centres		0	0	20
Bargoed Former Woolworths Building		0	0	0
Bargoed Pocket Park Match Funding		0	0	0
Countryside Schemes		212	212	217
EXPENDITURE TO SUMMARY	72	2,470	2,470	2,457
<u>REGENERATION PLANNING AND ECONOMIC DEVELOPMENT</u>				
HoV Endure		30	30	0
Voluntary Sector Capital Grants		0	0	170
GO2 Roll Out		0	0	3787
Cwmcarn Retail/Changing Facilities (Match Funding)		0	0	0
Blackwood Miners' Institute		170	170	0
EXPENDITURE TO SUMMARY	72	200	200	3,957
<u>PUBLIC PROTECTION</u>				
Kitchen Refurbishments		425	425	425
CCTV Replacement		75	75	75
EXPENDITURE TO SUMMARY	72	500	500	500
<u>COMMUNITY AND LEISURE SERVICES</u>				
Cemeteries		224	224	500
Islwyn Indoor Bowls		17	17	0
Sports Pitches (Drainage)		0	0	30
Caerphilly Basin Infrastructure Works		0	0	0
Ty Dyffryn Pending Options Appraisal		0	0	0
Ystrad Mynach New Sports Facility		0	0	0
EXPENDITURE TO SUMMARY	72	241	241	530

CAPITAL EXPENDITURE	Page No	Estimate 2014/2015	Revised Estimate 2014/2015	Estimate 2015/2016
		£000	£000	£000
<u>PERFORMANCE AND PROPERTY</u>				
Disabled Access Needs		42	42	0
Community Centres		220	220	0
Leisure Centres		557	557	0
Blackwood Miners' Institute		0	0	700
EXPENDITURE TO SUMMARY	72	819	819	700
<u>HOUSING (Private)</u>				
Renovation/Home Improvement Grants		515	515	350
Renewal Areas		0	0	0
Minor Works		800	800	800
Disabled Facilities Grant		1,150	1,150	1,150
EXPENDITURE TO SUMMARY	72	2,465	2,465	2,300
<u>INFORMATION AND CITIZEN ENGAGEMENT</u>				
IT Developments		212	212	212
New/Enhanced Schemes to Corporate IT Infrastructure		0	0	0
EXPENDITURE TO SUMMARY	72	212	212	212
<u>HOUSING (HRA)</u>				
Adaptations		1,000	1,000	1,000
Energy Conservation Works		1,000	1,000	1,000
Upper Valley External Works		7,088	7,088	4,838
Lower Valley External Works		1,512	1,512	2,156
Eastern Valley External Works		2,832	2,832	3,500
Refurbishment, Reinstatement and Enhancement Works to Large Scale Void Properties		500	500	500
WHQS Fees & Consultancy		636	636	1,800
All Areas (Internal & External) - DLO Non Trad		0	0	0
All Areas (Internal & External) - Contractor Non Trad		0	0	0
WHQS - EV Internal - DLO		4,970	4,970	8,747
WHQS - LRV Internal - DLO		3,837	3,837	5,365
WHQS - URV Internal - DLO		2,625	2,625	5,834
Energy Efficiency Grant (Match Funding)		0	0	0
Garages		500	500	500
WHQS (Delivery Team)		0	0	0
Contingency		1,000	1,000	1,050
EXPENDITURE TO SUMMARY	72	27,500	27,500	36,290