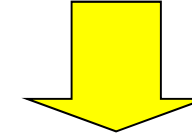
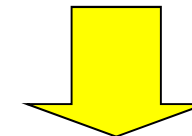


Budget Consultation Document

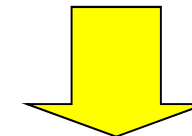
Draft Cabinet Budget Proposal - Financial Pressures 2013/14



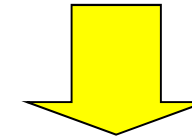
No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
1	Adult Services	Additional Social Care Staff to manage increased demand for services and processes - increased pressure on staff due to increases in volumes of work and increased pressures as a result of reasonable increased expectations of service users and regulators.	530	0	530	Red	Red	Health, Social Care and Well Being - Adults
2	Adult Services	Learning Disabilities - transitions from Children's Services - there will be circa 50 Learning Disability service users potentially moving into Adult Services next year. It is assumed on the basis of previous years' experience that approximately 25 of these cases will require a package of care in Adult Services from April 2013 at an annual cost of £421k. It is estimated that the other 25 will leave the service, move away or stay in education. Many of the service users have high degrees of disability and/or challenging behaviour and reflect the trend over the last five years for children with complex health and intellectual disabilities to reach adulthood, where previously they wouldn't have. The bid also provides for the transition of children with physical disabilities (£16k.)	437	0	437	Red	Red	Health, Social Care and Well Being - Adults
3	Adult Services	Direct Payments uplift - in order to enable personal assistants employed under the Direct Payments Scheme to be paid a living wage of £7.45 the rates paid to Direct Payments service users need to be uplifted. The current rate paid to Direct Payments users employing personal assistants would need to be uplifted to £9.82 per hour. This amounts to a bid of £165k for 2013/14. For Direct Payments users who employ personal assistants through agencies, uplifting the hourly rate for agency Direct Payments by a greater amount will eliminate the need for top-ups to be paid out of a service user's disposable income, currently service users pay a top-up element when an agency charges more than our Direct Payments rate of £9.34. This amounts to a bid of £213k for 2013-14.	378	378	0	Red	Red-Amber	Health, Social Care and Well Being - Adults
4	Adult Services	Welfare Reform - from April 2013 the Government is introducing the biggest change to the welfare system in over 60 years. It is expected that the proposed changes to Council Tax Benefit, Housing Benefit, and Disability Living Allowance plus the introduction of Universal Credit will adversely impact on the income of service users. As a result there will be a reduction in domiciliary care income. Until further details of the reform are known it is difficult to quantify the amount of income loss. If the income of all service users was to reduce by more than £50 per week, the loss of income to the Council would be around £700k. This is seen as a worst case scenario and it is likely that some benefit changes will impact throughout the financial year therefore a lower growth figure has been included. A number of service users will continue to pay at their current rate regardless of the welfare changes as they are charged based on their level of savings.	500	0	500	Red	Red	Health, Social Care and Well Being - Adults
5	Adult Services	Staffing Implications of Social Care Modernisation Taskforce - to enable the backfilling of posts temporarily vacated as a result of secondments to the Social Care Modernisation Taskforce.	50	50	0	Red-Amber	Green	Health, Social Care and Well Being - Adults
Total Adult Services			1,895	428	1,467			



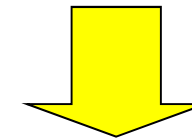
No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
6	Children's Services	<p>Personal Advisors (PA's) & Business Support for Care Leavers - when the service was established it was intended that PAs would actively work with caseloads of between 15-20 young people. Caseloads have steadily increased over the current year and are around 30 per PA. This has necessitated the service specification to be updated to reflect new ways of working in order that PAs can manage the increase in caseloads. It is estimated that caseloads would increase to 40 if all care leavers who were entitled were to receive the service. Additionally the service has taken on case accountability for the majority of 18+ care leavers. An additional nine staff at Grade 5 would enable caseloads to remain at a more manageable level and would bring them in line with other Local Authorities. The Personal Advisor service has no dedicated business support but has been accessing Leaving Care business support. In order to support the service and to ensure effective reception, timely payments to young people and the maintenance of records it is proposed to establish two Grade 3 Higher Clerical Assistants. At the level accepted the risk would be reduced.</p>	254	130	124	Red-Amber	Red-Amber	Health, Social Care and Well Being - Children's Services
7	Children's Services	<p>District Social Workers - 12 FTE Social Workers (SW) and 4 Principal Social Workers (PSW) are required to work in case management. During 2012, eight FTEs were allocated to the Intake and Assessment (I&A) service and performance was dramatically improved with a backlog of 300+ core assessments completed. These results have been consistently maintained. A Scrutiny Report conducted in 2012 which recommended the additional staff in I&A also acknowledged that this uplift in resources may increase the workload of the District Teams. This has been the case with an increase in caseloads which was identified due to the increase in children on the Child Protection Register (CPR), currently at the highest level since 2007.</p> <p>There has also been an increase of over 26 children looked after since March 2012, the highest level in over 10 years. The implementation plan will involve the following elements (1) programme to eliminate use of agency social workers; (2) an end to end review of processes; and (3) thematic changes and leadership rather than realignment. In addition our resources need to be radically reviewed for our frontline staff due to the Family Justice Reform Programme which necessitates all Care Proceedings being concluded within 26 weeks, whereas previously the average case lasted around 11-12 months or more.</p> <p>Following a review of Children in Need (CiN) cases which led to closures of up to 1/4 of caseloads the average caseloads of district SW's is 22-25. These caseloads need to be reduced due to the additional pressures brought about by the Family Justice Reform Programme which demands all care proceedings are concluded within 6 months. Additional SW & PSW are required to create a specialist team to ensure management of the very tight deadline for planning, disclosure and tracking such cases. A level of expertise needs to be nurtured to manage these caseloads and will require a skilled team with caseloads of no more than 12. The Family Justice Reform Programme requires LAs to disclose a wide range of materials held by the LA, LA Adoption Agency and third parties. Materials must be indexed, put in chronological order, paginated, edited for any material for which public immunity is claimed and disclosed at the beginning of the proceedings and/or by further order of the Court. (cont over)</p>	720	370	350	Red	Red-Amber	Health, Social Care and Well Being - Children's Services



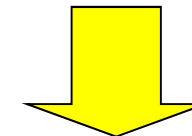
No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
7 (cont)	Children's Services	Additional text for District Social Worker proposal - Dedicated business support (4x Grade 3) is required to ensure timescales are met, provide an effective link with Legal Services and to support SW's engaged in care proceedings. The additional 8 SW staff within I&A have led to the high percentage of work completion within timescales. This has been sustained over the last 6 months. If I&A SW staff were to be redeployed to District Teams this high level of performance could not be sustained. Since September 2012 there have been local changes in Court process and requirements which will impose detailed administrative compliance. This comes at the same time as the 26 week timescale for care proceedings (previously in Wales circa 14 months). Therefore the need for rigorous application to Court cases is increased, demanding lower caseloads for individual SW's. The penalty for exceeding timescales would be (1) delay in child care plan (2) reputational damage and (3) being contempt of Court and cost orders made agof records it is proposed to establish two Grade 3 Higher Cler						
8	Children's Services	Family Assessments (Family Justice Modernisation) - during 2011/12 the budget for residential assessments was overspent by £156k. In September 2012 the Family Justice Review came into force, the implications of which will mean that many more residential assessments will be undertaken. While there will continue to be resistance to assessments which are residential where a community based assessment would be as, or more suitable, there is still an identified need for some families to receive this resource.	156	156	0	Red	Red-Amber	Health, Social Care and Well Being - Children's Services
9	Children's Services	Business Support for the Children's Access Point - three x Grade 3 posts are required to support the Children's Access Point (CAP). Development of the CAP is a key component of the Intake and Assessment (I&A) Improvement Plan following the diagnostic review by INGSON. Processes have been mapped and staff roles confirmed. A system for capturing and recording all incoming contacts on CareFirst has been agreed which depends on effective relationships between duty social workers and business support staff. Additional social work staff have been appointed and the number of duty social workers will increase to five when CAP is implemented. It is proposed that this is matched by the same number of dedicated business support staff to fast track the entry of contacts and referrals onto CareFirst. These staff will be linked to and work alongside a duty social worker. A review of support capacity at I&A and changes to the way the system will operate will allow for two posts from the current staff establishment to provide this dedicated support to social workers in the CAP. Temporary funding was agreed in 2012/13.	60	60	0	Red	Red	Health, Social Care and Well Being - Children's Services
10	Children's Services	Contract Monitoring Officer - Children's Service's implementation plan for complying with procurement processes identifies inconsistent contract monitoring. All commissioned services will have a social work lead manager who will be responsible for contract monitoring. However it will be more efficient for social work managers' responsibility in this respect to be limited to quality of care monitoring. The budgetary value of commissioned services is currently over £21m. The proposal is for the contract compliance duties in relation to this spend to be undertaken by two Grade 5 Contract Monitoring Officers.	52	0	52	Red-Amber	Red-Amber	Health, Social Care and Well Being - Children's Services



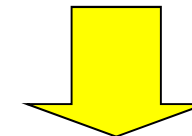
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11	Children's Services	Looked After Children (LAC) Support Workers - the proposal is to create two LAC Support Workers at Grade 5. The posts would be based in the Looked After/Leaving Care Service (14+ Team). These posts would assist social workers by carrying out non statutory work, freeing up social work capacity. The support workers would assist with contact for teenagers and their families, which though vitally important, can be very time consuming. They would also offer focussed work and support around the development of life skills for young people planning to leave care, which social workers and personal advisors currently have no capacity to undertake. For the past six months two Residential Child Care Officers, who were temporarily relocated to the LAC service, have undertaken the roles as described and have highlighted the need for these roles.	48	48		Red-Amber	Red	Health, Social Care and Well Being - Children's Services
Total Children's Services			1,290	764	526			
12	City Development	City Region Development - to allow for Cardiff Council to make an appropriate resource contribution towards the development of city-region economic regeneration priorities as identified by the newly appointed City-Region board.	188	188	0	Red	Green	Finance, Business and Local Economy
Total City Development			188	188	0			
13	City Management	Local Transport Services Grant (LTSG) 2013/14 Shortfall - the Council supports socially necessary bus services using the Local Transport Services Grant (LTSG). This grant is allocated to local authorities by the Welsh Government. In the 2012/13 financial year the grant was cut by £78k. It is expected that a further reduction will occur for 2013/14. This will leave a shortfall in the Council budget for supported local bus services for next year. Without this funding the Council will be required to make service cuts to socially necessary bus services to ensure it remains within budget.	92	0	92	Red-Amber	Amber-Green	Strategic Planning, Highways, Traffic and Transportation
Total City Management			92	0	92			
14	City Services	Additional Waste Collection Resources to comply with Health and Safety Executive (HSE) Requirements - in November 2011, the Council was issued with two Improvement Notices by the Health and Safety Executive. One of these notices required the completion of risk assessments for all waste collection rounds. Following the completion of these route risk assessments, it has been necessary to redesign the waste collection rounds to ensure that they take into account the risks identified in the route risk assessments. Implementation of the revised rounds will require the deployment of additional resources. These are estimated to be four additional waste collection vehicles and 28 additional operatives. Assuming the annual cost of a Refuse Collection Vehicle (RCV) is £70k, the estimated annual cost of the additional resources would be between £700k and 966k in a full year however this may vary depending upon RCV procured outcomes and the level of increased accessibility without reversing need that the new fleet enables.	700	700	0	Red	Green	Environment



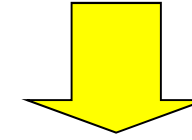
No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
15	City Services	Automated Public Conveniences - early contract termination - Under the Council's Automated Public Convenience (APC) contract, 7 APCs are provided and maintained around the city. The contract is due to expire on 21 October 2016. To continue with this contract until expiry will cost the Council £176k p.a. The contract could be terminated early providing: 1) 12 months notice is given; 2) a payment equating to 15% of the payments due should the contract run its full term is made, and 3) the Council fund the removal and return of the APCs to the contractors premises. Assuming the latter costs £5k per unit, the payment to be made at the end of 2013/14 would be £103k. A saving of £176k p.a. would then be made in 2014-15 and years thereafter.	108	0	108	Green	Green	Environment
Total City Services			808	700	108			
16	Communities	Gypsy Traveller Project - there are a number of projects that currently operate via Cymorth funding being delivered by Play Services. Cymorth Funding will be withdrawn in February 2013 to be replaced by Families First which has different eligibility criteria. This project has been unsuccessful in securing Families First funding and therefore without additional resources the service to the Gypsy Traveller Project will end. The funds currently support Play Projects in the Gypsy Traveller sites at Rover Way and Shire Newton. Each scheme runs 2x2hr sessions per week with approximately 20-30 children attending each session. This proposal looks to replace Cymorth Funding on a like for like basis.	73	0	73	Red-Amber	Red	Sport, Leisure and Culture
17	Communities	Disabled Play Project - these projects are currently funded through the Cymorth Grant. Cymorth Funding will be withdrawn in February 2013 to be replaced by Families First which has different eligibility criteria. This project has been unsuccessful in securing Families First funding and therefore without additional resources the project will be forced to end. The funds currently support a wide range of Play Projects for disabled and severely disabled children and the loss of funding will have a detrimental impact on a number of partner organisations. This proposal looks to replace Cymorth Funding on a like for like basis. At the accepted level, the risk rating is reduced.	120	72	48	Red	Red	Sport, Leisure and Culture
18	Communities	Increased funding for Advice Services - those in need in Cardiff are facing an unprecedented challenge to deal with both the recession and welfare reform. This is at a time of increasing unemployment and debt levels. This proposal will increase the support available to help people maximise their income, improve their budgeting skills and manage their debt. The proposal will create a Multi-agency Advice Hub in the city centre. A team of Council employed advice officers will provide income maximisation, budgeting and debt advice. They will also help co-ordinate the activities of other advice providers – both within the central advice hub and through local community hubs. The team will research and promote “best buys” such as low cost utilities, create and maintain a database of advice available in Cardiff and provide training and information to other front line staff. The proposal will provide more joined up and accessible advice services to the citizens of Cardiff, resulting in fewer residents in debt and more residents able to remain in their homes. (continued overleaf)	481	481	0	Amber-Green	Red	Communities, Housing and Social Justice



No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
18 cont	Communities	Additional text for Advice Services - It will also provide additional support to the most vulnerable residents, a pressing issue given the review of Incapacity Benefit and Disability Living Allowance and the imminent introduction of Universal Credit. Breakdown of costs for above are: 1) £220k – Advice Team to form a core of Council staff within a multi agency city centre hub which will also include Credit Union and other advice services. 2) £84k - Additional benefit officers to focus on welfare reform changes, administering the large discretionary housing payment fund and advising on welfare reform changes, including council tax support. 3) £46k - Running costs for advice hub 4) £100k - additional support for disabled people affected by welfare reform, including assistance with appeals against “fit for work” and personal independence payments decisions and in claiming Universal Credit. Also includes £31k contingency for financial pressures following implementation on welfare legislative strands.						
19	Communities	Welsh Language Provision in Leisure - Menter Caerdydd have been discussing with Leisure Services for a number of months how to increase the provision of Leisure activities through the medium of Welsh in particular for young people. This has been discussed at Children's and Young People Scrutiny and meetings have taken place with Menter to explore collaborative working. The proposal will make a start on improving the provision in 2013/14 with the long term aim for the Council to meet its Welsh Language commitments from recruiting its own staff. If funded the intention will be to set Menter a set of stringent targets/outcomes in order to ascertain demand and take up.	30	30	0	Red-Amber	Red	Sport,Leisure and Culture
Total Communities			704	583	121			
20	Corporate Services	Restructure of Democratic Services Support for Elected Members - a restructuring proposal is being prepared to provide improved Committee and Member Services. This pressure bid will be considered in conjunction with the 2013/14 savings proposals and will enable the realignment of resources to best meet the needs of elected Members and ensure good Council governance is maintained. Four new posts are required. Two Member Services Officers at grade 7 and two Committee Support Officers at grade 6 to support the increasing number of Education, School transport and other appeals received. The new Member Services Officer posts would assist Elected Members in their ward Member capacity and deliver new requirements in the Local Government Measure. This would release capacity in the Cabinet Support Office, where officers are assisting with the high number of Education Appeals received each month. In addition to the new posts identified above the increased responsibilities of the team would require four Committee Support Officers to be regraded.	192	0	192	Red-Amber	Amber-Green	Finance, Business and Local Economy
21	Corporate Services	Legal Income Pressure - as a result of a less buoyant property market there has been a reduction in income from planning and highways agreements which is unlikely to improve in the current economic climate. A shortfall of circa £100k is predicted in 2012/13.	100	0	100	Red	Amber-Green	Finance, Business and Local Economy
22	Corporate Services	Additional Scrutiny Resource - Scrutiny resources have reduced from £1m in 2008/09 to the current level of £680k. The following pressures provide a case for reversing this trend:- 1) commitments under ESTYN inspection Action Plan to manage a new scrutiny panel for Cardiff Integrated Partnership Board, 2) increased burdens to service regional partnerships and multi-authority procurement exercises 3) increased internal regulatory role to reduce financial burdens association with external regulation 4) Cabinet and Scrutiny wish to increase the number of policy development task and finish inquiries to introduce quality policies that have been tested on a cross-party basis prior to introduction 5) legislative requirements to increase citizen focus, communication and public engagement. (continued overleaf)	126	126	0	Amber-Green	Amber-Green	Finance, Business and Local Economy



No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
22 (cont)	Corporate Services	Additional text for Scrutiny Resource - To address these issues, a sixth Principal Scrutiny Officer (Grade 9) is required with a role focussed on enhanced internal self-regulation, facilitation of the Cardiff Partnership Board Scrutiny Panel and other ad hoc shared or joint scrutiny activities not currently resourced through the Scrutiny Team's establishment. A further Principal Scrutiny Support Officer(s), and part-time research support would also be required. One extra Principal Scrutiny Support Officer (Grade 6) should be able to facilitate four or five extra scrutiny task and finish inquiries. Increasing the number of Task and Finish inquiries may generate additional research requirements, which would be met by creating a new role – Research and Engagement Officer (Grade 6) who could divide their time equally between scrutiny research and enhancing scrutiny functions links with strategic, professional, community and voluntary stakeholders, as well as with the citizens of Cardiff and the city region.						
Total Corporate Services			418	126	292			
23	Education	Youth Education, Training and Employment (ETE) Co-ordinator - there is a Not in Education or Training (NEET) Action Plan which emanates from the Partnership Board Work Stream. The requested post is clearly identified in the workstream plan however, funding is only secure until March 2013. Should replacement funding not be secured, the potential delivery of the action plan may be compromised.	50	50	0	Amber-Green	Red-Amber	Education and Lifelong Learning
24	Education	Hire of demountables - to fund hire of demountables related to sufficiency issues in schools requiring additional accommodation for an interim period until Schools Organisation Plan (SOP) is implemented. In the previous year approx. £1m was spent but spend in 2013/14 will be significantly less, though a substantial sum is still required and estimated to be up to £500k.	500	0	500	Red-Amber	Red-Amber	Education and Lifelong Learning
25	Education	Additional landlord repairs and security issues - revenue funding currently exists for the maintenance of school security systems (£105k), additional security works to upgrade systems and undertake other security measures (£116k), and funding for other health and safety (H&S) issues that are required to be addressed by the landlord and not the school (£76k). These budgets are fully spent each year and need to be increased as a large number of schools need full security system upgrades, as well as needing to address larger H&S issues on schools sites that the schools cannot afford themselves and are the responsibility of the landlord. If no further funding is available, then asset renewal will need to be used or schools will need to pay for these issues.	50	0	50	Red-Amber	Green	Education and Lifelong Learning
Total Education			600	50	550			
26	Shared Services	Vehicle Replacement - there are currently 200 owned vehicles that will need to be replaced over the next four years as per EBM report, November 2009. Current budget only covers repair and maintenance of these vehicles. The bid is to cover lease or contract hire costs associated with replacing 50 vehicles over a four year period. This in turn will lower the age profile of the Councils fleet and deliver savings on repair/maintenance and service repair vehicles.	250	250	0	Red-Amber	Green	Finance, Business and Local Economy



No	Service Area	Description	2013/14 £000	Accept £000	Reject £000	Residual Risk	Equalities Impact Assessment	Portfolio
27	Shared Services	Additional School Transport for Mainstream Primary Schools and Ty Gwyn - 1) due to the Schools Re-Organisation Plans,additional funding is required to provide transport for pupils attending the new Ysgol Treganna when it opens in September 2013. The school is re-locating to Sanatorium Road and is increasing in size to a three form per year group school. This is anticipated to have a significant impact on the junction at Broad Street and Lansdowne Road and at least one school bus will be required to ease congestion in the vicinity of the school (£22k 2013/14 and £16k 2014/15). 2) In addition, Ty Gwyn school and the Marion Centre continue to grow. Due to the pupil's complex needs additional transport is required (£110k 2013/14). 3) Finally due to increasing pupil numbers, primary schools in the south of the city are full. Families moving into the area are unable to attend their local schools and are requiring transport to schools more than two miles from their addresses. As they qualify for free transport additional funding is required in 2013/14 of £50k. The proposal to accept £160k will provide funding for items 2) and 3).	182	160	22	Amber-Green	Red-Amber	Strategic Planning, Highways, Traffic and Transportation
Total Shared Services			432	410	22			
Total Council Wide Financial Pressures			6,427	3,249	3,178			