

THE VALE OF GLAMORGAN COUNCIL

ENVIRONMENT AND REGENERATION SCRUTINY COMMITTEE: 8TH APRIL, 2025

REFERENCE FROM CABINET: 6TH MARCH, 2025

“C279 QUARTER 3 REVENUE MONITORING 2024/25 (EL/PR) (SCRUTINY – CORPORATE PERFORMANCE AND RESOURCES) –

The Leader presented the report to advise Cabinet of the Quarter 3 Revenue Monitoring position for 2024/25.

Unplanned use of reserves which continued to be a concern was currently projected to be approximately £12.701M and represented continued pressure across a number of services, including school budgets with a number of schools predicting deficits at year end though levels were reducing. School transport and increased demand for Additional Learning Needs were both national matters needing to be addressed.

There were additional pressures in Children’s and Young Peoples services due to demand and complexity of need, though some pressures were able to be mitigated with the establishment of local residential provision.

Generally there had been an improvement across other Council services due to additional income and grant income in-year, including some pay grant funding allocated corporately and to schools, as well as some cost-savings within the Council. There had also been some additional surplus in respect of Council Tax and external borrowing costs. The improved corporate position has been used to increase the amount of reserves set aside to off-set school deficits by a further £2m.

Challenging savings and efficiency targets had been set out for 2024/25 which included a challenging target of £6.7m in corporate savings, with progress against those reflected in the associated Appendix to the report with 77% of savings in-year achieved.

The analysis of reserves reflected the planned draw down for revenue and capital schemes and the unplanned use of reserves would give a year-end balance of £53.4m.

This was a matter for Executive decision.

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

(1) T H A T the position with regard to the Authority's 2024/25 Revenue Budget be noted.

(2) T H A T the Quarter 3 Revenue Monitoring 2024/25 be referred to Scrutiny Committees for consideration.

Reasons for decisions

(1) To inform Cabinet of the projected revenue outturn for 2024/25.

(2) To ensure that Scrutiny Committees were updated with regard to the in-year Revenue Monitoring position at Quarter 3.”

Attached as Appendix: Report to Cabinet: 6th March, 2025

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|--|--|
| Meeting of: | Cabinet |
| Date of Meeting: | Thursday, 06 March 2025 |
| Relevant Scrutiny Committee: | Corporate Performance and Resources |
| Report Title: | Quarter 3 Revenue Monitoring 2024/25 |
| Purpose of Report: | To advise Cabinet of the Quarter 3 Revenue Monitoring position for 2024/25 |
| Report Owner: | Executive Leader and Cabinet Member for Performance and Resources |
| Responsible Officer: | Matt Bowmer Head of Finance/Section 151 Officer |
| Elected Member and Officer Consultation: | None |
| Policy Framework | This report is a matter for Executive decision by Cabinet. |

Executive Summary:

- The table below sets out the Original Budget and Virement requests for approval by Directorate.

| Directorate | Original Budget 2024/25 | Revised Budget 2024/25 | Projected Outturn | Variance |
|-------------------------|-------------------------|------------------------|-------------------|----------|
| | £000's | £000's | £000's | £000's |
| Learning and Skills | 133,438 | 133,488 | 140,978 | 7,490 |
| Social Services | 96,243 | 96,326 | 101,435 | 5,109 |
| Environment and Housing | 32,417 | 32,705 | 32,423 | -282 |
| Corporate Resources | 16,659 | 16,396 | 16,452 | 56 |
| Place | 3,163 | 3,163 | 2,962 | -201 |
| Policy | 29,301 | 29,143 | 28,824 | -319 |
| Use of Reserves | -2,360 | -2,360 | -1,512 | 848 |
| Council Tax Surplus | 0 | 0 | -2,000 | -2,000 |
| Transfer School Deficit | 0 | 0 | 2,000 | 2,000 |

| | | | | |
|-----------------------------|----------------|----------------|----------------|----------|
| Unplanned Use of Reserves | 0 | 0 | -12,701 | -12,701 |
| Total | 308,861 | 308,861 | 308,861 | 0 |
| Public Sector Housing (HRA) | -77 | -667 | -667 | 0 |
| HRA Use of Reserves | 77 | 667 | 667 | 0 |

- The revenue position for 2024/25 continues to reflect challenging demand and inflationary pressures with continuance of some key service pressures. There is evidence of increasing demand in respect of Children’s and Young Peoples Care and Adults Social Care reflecting an increased incidence and complexity of need as well as significant increases in the cost of placements and care packages. Support for Additional Learning Needs continues to be an area of significant pressure within Learning and Skills with corresponding pressures on school transport costs for pupils in ALN provision and the overspend reported of £1.231M is significant in the context of over £500K of cost pressures awarded to this area for 2024/25.
- Across the services inflationary pressures are also being experienced in respect of pay most notably where market forces are being utilised additional funding has been allocated in year to offset the funding gap between provision for the 2024/25 pay award and the actual pay award for 2024/25. The Council only allocated very limited contractual inflation as part of the 2024/25 budget and no general inflation for some years and this will have a general impact on the resilience of revenue budget. The delays on implementation of savings will also impact the 2024/25 outturn across services.
- Unplanned use of reserves is £12.701M, which represents a further reduction on the unplanned use of reserves reported at Q1 of £13.629M, but an increase on the improved £12.314M in Q2 updated reported in December 2024. There has been an overall improvement in Directorate positions due in part to additional Welsh Government funding, staff vacancies and additional external income received in year, the various Council workstreams progressing to mitigate the unplanned use of reserves and in year overspends have reduced corporately, however a further £2M needs to be set aside to offset the likely net deficit reported against schools in 2024/25.
- Challenging savings and efficiency targets have been set out for 2024/25 this includes a target of £7.676M Corporate savings. The progress against these savings targets is reflected in the Appendix and summarised in the table below. The Council also continues to monitor the delivery of 2023/24 savings not achieved in year.

| Directorate | 2023/24 Savings outstanding | 2024/25 Savings Target | Projected Amount to be Achieved 2024/25 | Projected Amount to be Achieved of 2023/24 Outstanding | % Achieved 2024/25 | % Achieved Total Outstanding |
|-------------|-----------------------------|------------------------|---|--|--------------------|------------------------------|
| | | | | | | |

| | | | | | | |
|------------------------------------|------------|--------------|--------------|-----------|------------|------------|
| Learning and Skills | 65 | 371 | 371 | 65 | 100% | 100% |
| Social Services | 0 | 1,755 | 1,256 | 0 | 72% | 72% |
| Neighbourhood Services and Housing | 92 | 1,898 | 1,200 | 0 | 63% | 60% |
| Place | 20 | 286 | 230 | 20 | 80% | 82% |
| Corporate Resources | 250 | 1,308 | 916 | 0 | 70% | 59% |
| Policy | 0 | 2,008 | 1,968 | 0 | 98% | 98% |
| Corporate | 0 | 50 | 0 | 0 | 0% | 0% |
| Total | 427 | 7,676 | 5,941 | 85 | 77% | 74% |

- Projected transfers to and from reserves are set out in the table below.

| As at | Balance 01/04/20 24 | Capital | Budget Revenue | Revenue Mvmt on Reserves | Unplanned Use of Reserves | Realloc of Reserve | Projected Balance 31/03/25 |
|-----------------------------|---------------------------|---------------|-------------------|--------------------------------|------------------------------|--------------------------|----------------------------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| General Fund | 11,106 | 0 | 0 | 0 | 0 | 0 | 11,106 |
| Insurance | 4,878 | 0 | 0 | 0 | 0 | 0 | 4,878 |
| Service Reserves | 16,587 | -294 | -20 | -201 | -5,508 | 0 | 10,564 |
| Risk and Smoothing Reserves | 23,905 | -2,649 | -1,863 | -776 | -884 | -374 | 17,359 |
| Capital | 10,446 | -2,720 | -214 | 714 | 0 | 374 | 8,600 |
| Schools | 5,057 | 0 | -75 | 0 | -6,309 | 2,000 | 673 |
| Housing Revenue Account | 3,525 | 0 | 667 | 0 | 0 | 0 | 4,192 |
| Total | 75,504 | -5,663 | -1,505 | -263 | -12,701 | 2,000 | 57,372 |

Recommendations

1. That the position with regard to the Authority's 2024/25 Revenue Budget be noted.
2. That the Quarter 3 Revenue Monitoring 2024/25 is referred to Scrutiny Committees for consideration.

Reasons for Recommendations

1. To inform Cabinet of the projected revenue outturn for 2024/25.
2. To ensure that Scrutiny Committees are updated with regard to the in year Revenue Monitoring position at Quarter 3.

1. Background

- 1.1 Council on 6th March 2024 approved the revenue budget for 2024/25 (minute no 891) and earlier in the year Council on 15th January 2024 approved the Housing Revenue Account (HRA) budget for 2024/25 (minute number 695).
- 1.2 There was an approved drawdown during 2024/25 of £2.744m from other specific reserves this has been reduced by £847k in year due to additional Welsh Government Grant for Housing and Resettlement and this sum will be retained in the Housing and Homelessness Reserve.
- 1.3 There is a significant volume of pressures in year across services including Schools, Additional Learning Needs and Social Services both Adult and Children's Services. Other pressures include Highways resurfacing, Market forces for HGV drivers and some lag on the implementation of savings across 2023/24 and 2024/25.
- 1.4 In the context of these pressures additional drawdown from Service reserves will be required in year over alongside £829K utilised of the £1M set aside as part of the 2024/25 budget for Budget Risk. The current projected unplanned use of reserves and use of the budget risk reserve are reflected in this monitoring report and will continue to be kept under review as the Council progresses through this financial year.

2. Key Issues for Consideration

Emerging Corporate Pressures

- 2.1 The revenue position for 2024/25 continues to reflect challenging demand and inflationary pressures with continuance of key service pressures chiefly Social Services, Education (particularly ALN pressures and schools) and Homelessness. The cost pressures allocated as part of the 2024/25 budget were adjusted to

reflect the funding available and therefore, do not provide full funding for pressures and these demands on services have continued to increase in the first quarter of 2024/25. There is evidence of increasing demand in respect of Children's and Young Peoples Care and Adults Social Care reflecting an increased incidence and complexity of need as well as significant increases in the cost of placements and care packages. Support for Additional Learning Needs continues to be an area of significant pressure within Learning and Skills with corresponding pressures on school transport costs for pupils in ALN provision. The Council also continues to report severe homelessness and resettlement demands with continued use of hotel provision in addition to facilities such as hostels etc.

- 2.2 Across the services inflationary pressures are also being experienced in respect of pay most notably where market forces are being utilised. The funding gap between the 2024/25 pay award and the provision made in the 2024/25 budget has been addressed by Welsh Government grant in year. The Council only allocated very limited contractual inflation as part of the 2024/25 budget and no general inflation for some years and this will have a general impact on the resilience of revenue budget. The delays on implementation of savings will also impact the 2024/25 outturn across services, this is in part due to the time required to effectively implement savings of this scale but also reflects capacity within teams.

Revenue Financial Position

- 2.3 The table below details the original budget and reflects any requested virements. The use of reserves will be necessary to address emerging inflationary pressures and deliver projects across the service.
- 2.4 Unplanned use of reserves is currently projected to be approximately £12.701M (£6.309M relating to schools), the unplanned use of reserves at Q1 was £13.629M which was reduced to £12.3M in Q2 revenue monitoring update. The increase is due to an overall reduction in Corporate overspend due to additional Welsh Government grant in respect of Social Services, Additional Learning Need and Local Government and Teachers Pay, offset by a need to increase the funds set aside to offset school deficits by a further £2M.
- 2.5 The Council has various workstreams progressing to mitigate the unplanned use of reserves and reduce in year overspends which are set out in the bullet points below.
- Schools Budget Taskforce particular workstreams around consideration of all schools contracts and agency spend, some work refining ICT licences, consideration of additional resource to support schools with sufficient deficits and in respect all schools procurement.
 - Additional resource to support reshaping savings to help accelerate the delivery of savings with particular focus on high value savings that have not been progressed for capacity reasons.

- Spend Controls – Introduction of additional controls on new recruitment and Directorate controls on non essential spend. There has been a period of challenge on recruitment and this is being further strengthened.
- Directors are working with Service Accountants to manage the unplanned drawdown of service reserves.
- Review of use of Grant Expenditure to ensure most efficient use of funding.
- Any drawdown of reserves cleared at Senior Leadership Team.

2.6 The more detailed service position is detailed in Appendix 1 and the service specific appendices.

Table 1. Budget and Projected Outturn

| Directorate | Revised Budget 2024/25 | Projected Outturn | Variance |
|---|------------------------|-------------------|----------|
| | £000's | £000's | £000's |
| Learning and Skills | 133,488 | 140,978 | 7,490 |
| Social Services | 96,326 | 101,435 | 5,109 |
| Environment and Housing | 32,705 | 32,423 | (282) |
| Corporate Resources | 16,396 | 16,452 | 56 |
| Place | 3,163 | 2,962 | (201) |
| Policy | 29,143 | 28,824 | (319) |
| Use of Reserves | -2,360 | (1,512) | 848 |
| Council Tax Surplus | 0 | (2,000) | (2,000) |
| Transfer Additional Reserve School Deficits | 0 | 2,000 | 2,000 |
| Unplanned Use of Reserves | 0 | (12,701) | (12,701) |
| Total | 308,861 | 308,861 | 0 |
| Public Sector Housing (HRA) | (667) | (667) | 0 |
| HRA Use of Reserves | 667 | 667 | 0 |
| Total | 308,861 | 308,861 | 0 |

Learning and Skills

2.7 The Learning and Skills budget is currently set at £133.488M for 2024/25 and assumes £300K use of reserves to support schools. The quarter 3 budget position is detailed in Appendix 2.

2.8 The process around School budgets is still ongoing for 2024/25 with some budgets having been signed off and recovery plans submitted for schools in deficit. The initial projection of £9M net deficit after allowing for carry forward balances from 2023/24 has reduced to £5.59M and remains under review. As the Council have observed in previous years and with consideration of ongoing workstreams to help reduce school deficits it is likely this net deficit sum will continue to reduce as

year end is approached. The latest position in respect of school balances is set out in the appendix and shows a total of 27 schools (24 primary schools) projecting a deficit at year end. Currently this monitoring assumes that the full value of school balances £2.309m will be utilised in year plus an additional £2M provided for in reserves as part of the outturn position and a further £2M set aside as part of this monitoring report with a total unplanned use of reserve of £6.309M.

2.9 The projected outturn for Central Learning and Skills in 2024/25 is an overspend of £1.080M after a transfer in for the School Transport overspend of £1.231M. Of this sum £465K will be drawn down from the Education Improvements and Pressures Reserve and the balance offset by underspends in Policy and is further detailed in Appendix 2.

2.10 Key pressures within the directorate include the following:

- Retirement and Redundancy costs in schools
- Reduction in Out of County Income for pupils from other Local Authorities attending Special Schools and Resource Bases.
- Children's Placement Costs - Due to increasing numbers of placements and the increasing cost of those placements.
- Despite additional funding allocated as part of the 2024/25 budget process School Transport is likely to be a significant pressure in year due to demographic changes and provider price uplifts and the overspend is estimated to be in the region of £1.231M in 2024/25 and reflects price uplifts for suppliers agreed in year and additional pressures associated with transport for ALN pupils.

Social Services

2.11 The current Social Services budget is set at £96.326M for 2024/25. The budget position for quarter 3 is detailed in Appendix 3.

2.12 The savings target for Social Services for 2024/25 is £1.755M it is expected that 72% of savings will be delivered or mitigated in year.

2.13 The projected outturn for Social Services in 2024/25 an adverse variance of £5.1M and is further detailed in Appendix 3, this represents a reduction from the sum reported in quarter 2. The adverse variance represents a further increase in the overspend against Children and Young People Services, the Adult Community Care budget also remains overspent in year but has been offset by staff vacancies, income for care packages and grant income. The predominant driver for this overspend is an increase in the number of and complexity of care arrangements across Social Services which is further explored in Appendix 3.

2.14 Key pressures in addition to the reserves funding set out below within the directorate include the following:

- Rising costs associated with placements for Children and Young People.

- Additional legal costs associated with increased complexity and incidence of care proceedings.
- Increase in care hours required for Adults due to a significant ageing population.
- The service is also reporting an increase in residential and nursing placements, an increase in direct care placements and respite.
- The increase in residents over 75 has a significant impact on the levels of care required and this demographic pressure is particularly acute in the Vale.

Environment and Housing

2.15 The Environment and Housing budget is set at £32.705M for quarter 3 with a further £677K for the Housing Revenue Account.

2.16 The savings target for 2024/25 is £1.898M it is expected that 60% of the combined savings and 63% of the 2024/25 savings target will be delivered or mitigated in year however this is dependent on a number of work streams to progress savings initiatives being taken forward by the service.

2.17 The projected outturn for Neighbourhood Services and Housing in 2024/25 is set out in the table below.

Table 2 - Neighbourhood Services & Housing

| Directorate/Service | Adjusted Original Budget 2024/25 £'000 | Revised Budget 2024/25 £'000 | Projected Outturn 2024/25 £'000 | Variance 2024/25 £'000 | Use of Reserves 2024/25 £'000 |
|--|---|---------------------------------|------------------------------------|---------------------------|----------------------------------|
| Environment and Housing | | | | | |
| Neighbourhood Services and Transport | 26,734 | 27,022 | 27,787 | -765 | 4 |
| Unplanned Use of Reserves Neighbourhood Services | 0 | 0 | -660 | 660 | 660 |
| Building/Cleaning Services | 655 | 655 | 555 | 100 | - 100 |
| Regulatory Services | 1,638 | 1,638 | 1,638 | 0 | - |
| Council Fund Housing | 3,390 | 3,390 | 2,443 | 947 | 572 |
| Public Sector Housing (HRA) | -77 | -667 | -667 | 0 | |
| Use of Reserves HRA | 77 | 667 | 667 | 0 | - 667 |
| Total Environment and Housing | 32,417 | 32,705 | 31,763 | 942 | 469 |

2.18 Of the overall position the Neighbourhood Services adverse variance will be funded from a contribution of £660K from the Budget Risk Reserve and the balance will be offset by other underspends within the Council. The favourable

variance against Council Fund Housing will be used to reduce the budgeted drawdown from Housing and Homelessness Reserve this budget position is further detailed in Appendix 4.

2.19 Key pressures within the directorate include the following:

- Highways patching and pot holes
- Staffing budgets – market forces payments to HGV drivers
- Cost of consultancy/additional support around NEC implementation.

2.20 Trading Estate - The Building Maintenance and Building Cleaning and Security Trading Accounts are currently projected to outturn with a favourable variance of £100k.

2.21 Public Sector Housing (HRA) – The HRA is expected to outturn on target and any under/overspends in year will be offset by changes to the contributions to capital expenditure thus changing the drawdown from the Housing Revenue Account reserve.

2.22 The HRA is expected to outturn on target and any under/overspends in year will be offset by changes to the contributions to capital expenditure thus changing the drawdown from the Housing Revenue Account reserve.

Corporate Resources

2.23 The Corporate Resources budget is set at £16.396M for quarter 3. The projected outturn for Corporate Resources in 2024/25 is an adverse variance of £56K which will be funded from the Corporate Resources Reserve and further detailed in Appendix 5.

2.24 The savings target for 2024/25 is £1.308M it is expected that 70% of savings for 2024/25 and 59% of the combined target will be delivered or mitigated in year which reflects delays on the Docks and C1V savings.

2.25 Key pressures within the directorate include the following.

- Delays to the implementation of 2023/24 and 2024/25 savings initiatives such as the reorganisation of Council Office space which impacts savings proposals for Docks Office and Contact OneVale.
- Savings target for security services
- Annual Microsoft Licencing Cost. Dependant on achieving savings on corporate telephony.
- Legal Services income shortfall, agency staff and consultancy costs.
- Managed Print Service savings target.
- Human Resources and Organisational Development occupational health and counselling costs.

Place

- 2.26 The Place budget is set at £3.163M for quarter 3. The projected outturn for Place in 2024/25 is a surplus position which and is further detailed in Appendix 6. It is proposed that part of this surplus is utilised to offset overspends in other Directorates and the balance (£220K) can be transferred into reserves to enable further investment in retaining grant funded staff and attracting additional grant funding
- 2.27 The savings target for 2024/25 is £286K and it is expected that 80% of 2024/25 savings will be delivered or mitigated in year and 82% of the combined outstanding savings.
- 2.28 Key pressures within the directorate include the following.
- Disabled Facility Grant Team funding
 - Building Control income is below target. Internal Corporate schemes should be offered in-house before being awarded to external Building Surveyors.

Policy

- 2.29 Policy – The Policy Budget was set at £29.143M for quarter 3. The projected outturn for Policy in 2024/25 is a surplus of £319K which is made up of a £1M surplus due to internal borrowing utilised in year offset by an overspend against the Council Tax Reduction scheme and is further detailed in Appendix 7.
- 2.30 The savings target for 2024/25 is £2.008M it is expected that 98% of savings will be delivered or mitigated in year.
- 2.31 Key pressures within the service include the following:
- Pressures on Council Tax Reduction Scheme.
 - Corporate costs for surplus properties held by the Council for which there is no service budget.
- 2.32 Projected Favourable Variances within the service include the following:
- Use of reserves for Internal Borrowing and therefore associated reduced borrowing costs.
- 2.33 Council Tax – The current projection is that the Council Tax will achieve a surplus of £2.0M at year end. Significant progress against arrears was made in 2023/24 and the provision for bad debts was reflected in 2023/24 which had a one off positive impact on income in year, it is expected given progress to date that this trend will continue in 2024/25 with collection of arrears up 0.4% on arrears collection from the previous year.
- 2.34 At the end of December the collection rate position was 0.8% up (86.0%) on the equivalent position at the end of December 2023.

2.35 This surplus will be utilised to make a contribution of £2M into the school deficits reserves that will be utilised to offset the net deficit against schools and protect the Council’s General Fund and Earmarked Reserves.

Efficiency Targets

2.36 As part of the Final Revenue Budget Proposals for 2024/25, an efficiency target of £7.676M was set for the Council, which is a very challenging savings target and the highest that as ever been set for Corporate Services.

2.37 The current position in respect of the 2024/25 (77% achieved by 31st March 2025) and 2023/24 savings (74% of the combined 2023/24 and 2024/25 savings) is detailed in Table 2 below.

Table 3 – Efficiency Targets

| Directorate | 2023/24 Savings outstanding | 2024/25 Savings Target | Projected Amount to be Achieved 2024/25 | Projected Amount to be Achieved of 2023/24 Outstanding | % Achieved 24/25 | % Achieved Total Outstanding |
|------------------------------------|-----------------------------|------------------------|---|--|------------------|------------------------------|
| Learning and Skills | 65 | 371 | 371 | 65 | 100% | 100% |
| Social Services | 0 | 1,755 | 1,256 | 0 | 72% | 72% |
| Neighbourhood Services and Housing | 92 | 1,898 | 1,200 | 0 | 63% | 60% |
| Place | 20 | 286 | 230 | 20 | 80% | 82% |
| Corporate Resources | 250 | 1,308 | 916 | 0 | 70% | 59% |
| Policy | 0 | 2,008 | 1,968 | 0 | 98% | 98% |
| Corporate | 0 | 50 | 0 | 0 | 0% | 0% |
| Total | 427 | 7,676 | 5,941 | 85 | 77% | 74% |

2.38 Attached at Appendix 8 is a statement detailing all savings targets for 2024/25 and the current progress against them.

Use of Reserves

2.39 Reserves are a way of setting aside funds from budgets in order to provide security against future levels of expenditure and to manage the burden across financial years. The Council has always taken a prudent approach with regard to Specific Reserves and uses them to mitigate known risks (financial and service) and contingent items, e.g. Insurance Fund. Other reserves have been established to fund Council priorities and in particular the Capital Programme. The Housing

Revenue Account Reserve is ring-fenced to Housing and the majority will be used to fund improvements to the Council's housing stock.

2.40 Table 3 below sets out the use of reserves for a variety of purposes including planned usage to fund Capital Expenditure, planned revenue usage in accordance with the earmarked purpose of the reserve, unplanned usage to fund emerging overspends during 2024/25 and planned transfers to reserves to set aside fund for specific purposes.

2.41 The Council is forecasting its overall level of reserves to be £57.372M at 31st March 2025 a reduction of £18.9M (25%) on the £76.254M as at 31st March 2024. A significant element of this reduction was planned but there has also been unplanned drawdown due to the in-year pressures in ALN and Social Care demand as well as a growing number of deficits in the Vale of Glamorgan's schools which will be offset by £4M set aside in the School Deficits Reserve.

2.42 In preparation for the 2025/26 budget a review of reserves has been undertaken and is reflected in the Draft Budget 2025/26 also on this Cabinet agenda.

Table 4 - Reserves

| As at | Estimated Balance 31/03/24 | Capital | Budget Revenue | Revenue Mvmt on Reserves | Unplanned Use of Reserves | Reallocation of Reserve | Provisional Balance 31/03/25 |
|------------------------------------|----------------------------|---------|----------------|--------------------------|---------------------------|-------------------------|------------------------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| General Fund | 11,106 | 0 | 0 | 0 | 0 | 0 | 11,106 |
| Insurance | 4,878 | 0 | 0 | 0 | 0 | 0 | 4,878 |
| Service Reserves | | | | | | | |
| Learning and Skills | 2,340 | (12) | 0 | (132) | (566) | 0 | 1,630 |
| Social Services | 5,814 | 0 | 0 | 170 | (4,886) | 0 | 1,098 |
| Neighbourhood Services | 3,067 | (117) | 0 | (4) | 0 | 0 | 2,946 |
| Corporate Resources | 529 | 0 | 0 | (91) | (56) | 0 | 382 |
| Place | 2,274 | (131) | (20) | (130) | 0 | 0 | 1,993 |
| Other Service Reserves | 1,864 | (34) | 0 | 100 | 0 | 0 | 1,930 |
| Other Corporate | 699 | 0 | 0 | (114) | 0 | 0 | 585 |
| Risk and Smoothing Reserves | | | | | | | |
| Homelessness and Housing Reserve | 5,449 | 0 | (613) | 41 | 0 | 0 | 4,877 |
| Cost of Living | 371 | 0 | (200) | 0 | 0 | 0 | 171 |
| Pay Pressures | 3,869 | 0 | 0 | (242) | 0 | 0 | 3,627 |

| | | | | | | | |
|---------------------------------------|---------------|----------------|----------------|--------------|-----------------|--------------|---------------|
| Energy Pressures | 1,485 | (149) | (1,000) | 0 | 0 | 0 | 336 |
| Legal | 1,090 | 0 | 0 | (258) | 0 | 0 | 832 |
| Project Zero | 1,708 | (331) | 0 | 112 | 0 | 0 | 1,489 |
| Investment and Growth Fund | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Reshaping Risk and Investment | 2,574 | (100) | 0 | (259) | | 0 | 2,215 |
| Corporate Landlord | 4,947 | (2,023) | (50) | 0 | | (374) | 2,500 |
| Digital Reshaping | 1,412 | (46) | 0 | (170) | | 0 | 1,196 |
| Budget Risk | 1,000 | 0 | 0 | 0 | (884) | 0 | 116 |
| Capital Reserves | | | | | | | |
| Capital | 8,488 | (2,720) | (214) | 714 | 0 | (202) | 6,066 |
| Independent Living Reserve | 500 | 0 | 0 | 0 | 0 | 0 | 500 |
| Capital Regeneration and Levelling Up | 1,458 | 0 | 0 | 0 | 0 | 576 | 2,034 |
| Sub Total | 66,922 | (5,663) | (2,097) | (263) | (6,392) | 0 | 52,507 |
| Ring Fenced Reserves | | | | | | | |
| Schools | 2,309 | 0 | 0 | 0 | (2,309) | 0 | 0 |
| Other Ringfenced Schools Reserves | 748 | 0 | (75) | (75) | 0 | 0 | 598 |
| School Deficit Reserve | 2,000 | 0 | 0 | 0 | (4,000) | 2,000 | 0 |
| Housing Revenue Account | 3,525 | 0 | 667 | 0 | 0 | 0 | 4,192 |
| Total Reserves | 75,504 | (5,663) | (1,505) | (263) | (12,701) | 2,000 | 57,372 |

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 The revenue budget has been set in order to support services in the delivery of the Council's Well-being objectives. It is therefore important for expenditure to be monitored to ensure that these objectives are being delivered.

- 3.2 The revenue budget has been set and is monitored to reflect the 5 ways of working.
- 3.3 Looking to the long term - The setting of the revenue budget requires planning for the future and takes a strategic approach to ensure services are sustainable and that future need and demand for services is understood.
- 3.4 Taking an integrated approach - The revenue budgets include services which work with partners to deliver services e.g. Health via ICF.
- 3.5 Involving the population in decisions – As part of the revenue budget setting process there has been engagement with residents, customers and partners.
- 3.6 Working in a collaborative way – The revenue budgets include services which operate on a collaborative basis e.g. Shared Regulatory Service, Vale Valleys and Cardiff Adoption Service.
- 3.7 Understanding the root cause of issues and preventing them – Monitoring the revenue budget is a proactive way of understanding the financial position of services in order to tackle issue at the source as soon as they arise.

4. Climate Change and Nature Implications

- 4.1 The Council has identified dedicated funding in the 2024/25 reserves projections to support the delivery of Project Zero. Additional funding is ringfenced in the Capital Programme to support schemes.
- 4.2 All savings and cost pressures will be reviewed for Climate Change and Nature Implications prior to implementation.

5. Resources and Legal Considerations

Financial

- 5.1 As detailed in the body of the report.

Employment

- 5.2 As detailed in the body of the report.

Legal (Including Equalities)

- 5.3 There are no legal implications

6. Background Papers

None.

Appendix 1

Appendix 1 Council Budget 2024/25 by Service Detailed Analysis

| Directorate/Service | Adjusted Original Budget 2024/25 £'000 | Revised Budget 2024/25 £'000 | Projected Outturn 2024/25 £'000 | Variance 2024/25 £'000 | Use of Reserves 2024/25 £'000 |
|---|--|------------------------------------|---------------------------------------|------------------------------|-------------------------------------|
| Learning and Skills | | | | | |
| Schools | 119,866 | 119,866 | 126,175 | -6,309 | - |
| Unplanned Use of Reserves (Schools) | 0 | 0 | -6,309 | 6,309 | 6,384 |
| Planned Use of Reserves (Schools) | -300 | -300 | -300 | 0 | 300 |
| Strategy, Culture, Community Learning & Resources | 6,030 | 6,213 | 6,044 | 169 | 334 |
| Directors Office | 257 | 258 | 256 | 2 | - |
| Additional Learning Needs & Wellbeing | 4,535 | 4,646 | 4,816 | -170 | - |
| Standards and Provision | 3,051 | 2,806 | 2,655 | 151 | - |
| School Transport Overspend | 0 | 0 | 1,231 | -1,231 | - |
| Unplanned Use of Reserves | 0 | 0 | -465 | 465 | 465 |
| Total Learning and Skills (incl. Schools) | 133,438 | 133,488 | 134,103 | -615 | 7,483 |
| Social Services | | | | | |
| Children and Young People | 21,777 | 21,777 | 26,417 | -4,641 | 9 |
| Adult Services | 65,177 | 65,177 | 65,731 | -554 | 106 |
| Resource Management & Safeguarding | 8,592 | 8,642 | 8,697 | -55 | 110 |
| Youth Offending Service | 731 | 731 | 590 | 141 | - |
| Unplanned Use of Reserves | 0 | 0 | 5,109 | 5,109 | 5,109 |
| Total Social Services | 96,276 | 96,326 | 96,326 | 1 | 5,316 |
| Environment and Housing | | | | | |
| Neighbourhood Services & Transport | 26,734 | 27,022 | 27,787 | -765 | 4 |
| Unplanned Use of Reserves Neighbourhood Services | 0 | 0 | -660 | 660 | 660 |
| Building/Cleaning Services | 655 | 655 | 555 | 100 | 100 |
| Regulatory Services | 1,638 | 1,638 | 1,638 | 0 | - |
| Council Fund Housing | 3,390 | 3,390 | 2,443 | 947 | 572 |
| Public Sector Housing (HRA) | -77 | -667 | -667 | 0 | - |
| Use of Reserves HRA | 77 | 667 | 667 | 0 | 667 |
| Total Environment and Housing | 32,417 | 32,705 | 31,763 | 942 | 469 |
| Corporate Resources | | | | | |
| Resources | 17,127 | 16,827 | 16,883 | -56 | 884 |
| Housing Benefit | -431 | -431 | -431 | 0 | - |
| Unplanned Use of Reserves | 0 | 0 | -56 | 56 | 56 |
| Total Corporate Resources | 16,696 | 16,396 | 16,396 | 0 | 940 |

| Place | | | | | |
|--|----------------|----------------|----------------|--------------|---------------|
| Regeneration | 1,505 | 1,505 | 1,000 | 505 | 228 |
| Sustainable Development | 1,559 | 1,559 | 1,559 | 0 | 130 |
| Private Housing | 183 | 183 | 183 | 0 | - |
| Transfer into Reserves | 0 | 0 | 221 | -220 | 221 |
| Budgeted Use of Reserves | -84 | -84 | 0 | -84 | - |
| Total Place | 3,163 | 3,163 | 2,963 | 201 | 137 |
| Policy | | | | | |
| Members and Democratic | 1,629 | 1,629 | 1,629 | 0 | - |
| General Policy | 834 | 746 | 627 | 119 | 12 |
| Borrowing and Investments | 7,622 | 7,622 | 6,622 | 1,000 | - |
| Levies and Precepts | 8,311 | 8,311 | 8,311 | 0 | - |
| Council Tax Reduction Scheme and Arrears | 10,835 | 10,835 | 11,635 | -800 | - |
| Council Tax Surplus | 0 | 0 | -2,000 | 2,000 | |
| Total Policy | 29,231 | 29,143 | 26,824 | 2,319 | -12 |
| Transfer into School Deficit Reserve | 0 | 0 | 2,000 | -2,000 | 2,000 |
| Use of Reserves | -2,360 | -2,360 | -1,513 | -847 | 1,513 |
| Grand Total | 308,861 | 308,861 | 308,861 | 0 | 13,845 |

| Funding | |
|----------------------------|------------------|
| Revenue Support Grant | - 161,928 |
| NDR Contribution from Pool | - 47,853 |
| Council Tax | - 99,080 |
| Total Funding | - 308,861 |

| | | |
|----------------------------------|-----------------|-------------|
| Unplanned Use of Reserves | - 12,701 | 92% |
| Transfer into Reserves | 2,000 | -14% |
| Planned Use of Reserves | - 3,811 | 28% |
| HRA | 667 | -5% |
| Total | - 13,845 | 100% |

| | |
|---|---------------------|
| Appendix 2 Quarter 3 Monitoring Report | |
| Directorate | Learning and Skills |

Delegated Schools

| Delegated Schools | | | | | | |
|-----------------------------------|------------------------|---------------------------|----------------|---------------------------|---------------------------|-------------------------|
| Outturn Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Schools | 119,866 | 126,175 | - 6,309 | 6,309 | - | 6,384 |
| Planned Use of Reserves (Schools) | - 300 | - 300 | - | | - | 300 |
| Total Schools | 119,566 | 125,875 | - 6,309 | 6,309 | - | 6,684 |

Q3 Monitoring Headlines

School budgets are currently predicting to outturn at an overall deficit of £5.9M by the end of 2024/25 financial year. Schools are permitted to use balances carried forward from one financial year to the next. The opening position on school reserves was £2.3M. Based on the current position schools would be required to draw down a total of £8.2M to balance the overall budget position for 2024/25 which will put school balances in a deficit of £5.9M. This overall deficit position has improved dramatically from the Quarter 2 estimate of £9.8M due grant funding awarded to schools over the last few months from Welsh Government.

The table above shows a further reserve transfer of £300k due to additional energy support given to schools during the year.

Trends over the last five years evidence that there is usually a significant discrepancy between the projected budget outturn identified within school budgets, and the actual final outturn position. This discrepancy is caused by a number of factors including unforeseen grant income, and the over-commitment of expenditure against individual budget lines. It is therefore anticipated that the final overall deficit will be in the region of £6.309M identified as part of this report.

School budgets currently show that 27 schools (51%) will outturn in a deficit position by the end of the financial year and that deficits will total £8.5M overall; whereas 26 schools (49%) will outturn with a surplus budget, with surplus budgets totalling £2.6M. The overall net deficit of £5.9M amounts to 8% of the school's budget share. The table below identifies projected school balances for the end of the 2024/25 financial year in accordance with current school budgets on a sector-by-sector basis.

| Sector | Schools projecting surplus | Total surplus estimate | Schools projecting deficit | Total deficit estimate | Net balance estimate | % of budget share |
|-------------------|----------------------------|------------------------|----------------------------|------------------------|----------------------|-------------------|
| | % | £'000 | % | £'000 | £'000 | % |
| Primary Schools | 20 (45%) | 1,277 | 24 (55%) | -7,060 | -5,783 | 10.80% |
| 3-19 schools | 1 (50%) | 110 | 1 (50%) | -477 | -367 | 2.4% |
| Secondary Schools | 4 (67%) | 850 | 2 (33%) | -1,000 | -150 | 0.4% |
| Special schools | 1 (100%) | 408 | 0 (0%) | 0 | 408 | 2.3% |
| TOTAL | 26 (49%) | 2,645 | 27 (51%) | -8,537 | -5,892 | 7.8% |

Directors Office

| Directors Office | | | | | | |
|-------------------------------|------------------------|---------------------------|----------|---------------------------|---------------------------|-------------------------|
| Outturn Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Director and Business Support | 258 | 256 | 2 | | 2 | |
| Total Directors Office | 258 | 256 | 2 | - | 2 | - |

Quarter 3 Monitoring Headlines

Nothing to report – outturn at budget

Strategy Community Learning and Resources

| Strategy Community Learning and Resources and Directors Office | | | | | | |
|---|------------------------|---------------------------|----------------|---------------------------|---------------------------|-------------------------|
| Outturn Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Strategy and Resources | 4,183 | 4,026 | 157 | 0 | 157 | 282 |
| Community and Culture | 2,030 | 2,018 | 12 | 0 | 12 | 52 |
| Transport overspend | - | 1,231 | -1,231 | 0 | -1,231 | - |
| Unplanned Use of Learning and Skills Reserves | - | - | 0 | 465 | 465 | 465 |
| Total Strategy Community Learning and Resources and Directors office | 6,213 | 7,275 | - 1,062 | 465 | - 597 | 799 |

Q3 Monitoring Key Headlines

The projected outturn for the Strategy, Community Learning and Resources budget for 2024/25 is a small surplus of £169k after making planned transfers of £334K from reserves. Planned reserve transfers amounting to £234k are in respect of the temporary demountable buildings at Ysgol Y Deri (£181k) and the shortfall on the Welsh for Adults contract of £52K. Other reserve transfers are in respect of the education transport overspend, and one pension back payment (£100k).

The total education transport overspend is £1.23M of which £465K will be met from service reserves and the balance offset by other underspends within Policy and Place.

Key Pressures

Delay in implementation of 2023/24 Arts Savings £65K has been met through one-off grant funding

£103K Shortfall of the Adult Community Learning cost recovery savings in 2024/25 has been partially met through one of grant funding

Welsh for Adults Contractual Shortfall £52K

Education Transport overspend £1.23M

Key Data Metrics - School Transport

The uplift given to operators for September 2024 is in the region of £345K

In total, there are approximately 241 routes running to transport mainstream and ALN pupils across the Vale.

There are 121 additional pupils compared to 2023-24 being transported on mainstream transport with 2 additional routes required.

There are 50 additional ALN pupils compared to 2023-24 which has resulted in the need for 16 new routes and 4 parental payments being awarded, with many routes also requiring escorts.

The ALN School Transport team also continually deal with a number of requests to accommodate changes in transport requirements due to behavioural, medical needs etc., even though there is often capacity to juggle existing routes, there are additional charges incurred due to extra mileage, time etc. This is on top of increase in demand for part time transport to venues such as Derw Newydd and an increase in pupils attending special resource bases, who do not live within the mainstream catchment area for the school.

Savings – Strategy and Resources

Although budget cuts as a result of savings have been met, the savings tracker remains as amber for some areas as these savings have been identified through one off grant funding and staff vacancies rather than through the initial savings proposals.

Savings targets are identified in the table below.

| Savings | Risk | £000's Target | £000's Value Achieved/ Projected |
|---|-------|---------------|----------------------------------|
| Energy Saving in Schools ICT switch Off | Green | 15 | 15 |
| Payments to Non Maintained Nursery Providers Continuation of | Green | 14 | 14 |
| Payments to Non Maintained Nursery Providers Additional Saving | Green | 36 | 36 |
| Move to full cost recovery position for ACL - Risk identified as amber as the income has come from flexible use of one off grant funding and vacant posts within the service. This is not an ongoing achievement of the savings target | Amber | 130 | 130 |
| Old Hall - Aimed for a 20% reduction in old hall costs by increasing rent income and take up of courses. £12k has been achieved though reduction in staffing hours, the plan is to generate more income from rental and fees. This has been delayed through the refurbishment project | Amber | 40 | 40 |
| 2023/24 saving - Review arts provision - this pressure has been met through the identification of one- off grant funding for 2024/25 but remains as a pressure for 2025/26 | Amber | 65 | 65 |
| Total | | 300 | 300 |

Use of Reserves for Strategy and Resources

| Reserve Name | 2024/25 Drawdown | Planned 2024/25 Drawdown |
|---|--|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Culture & Community Learning | Adult - Welsh for Adults. Increasing costs but static grant, £59k required to balance budget | 52 |
| Corporate Pay pressures reserve | Pension backpayment for one teacher not opted into the pension scheme | 100 |
| Schools Investment Strategy Reserve | Strategy & Resources: Additional costs for temporary demountables at Ysgol y Deri which have been put in place whilst the expansion of the | 181 |
| Education Pressures & Improvement Reserve | School Transport Overspend | 465 |
| Total Use of Reserves | | 798 |

Additional Learning Needs

| Additional Learning Needs | | | | | | |
|--|------------------------|---------------------------|--------------|---------------------------|---------------------------|-------------------------|
| Outturn Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Complex Needs and Recoupment | 1,781 | 2,240 | - 459 | 0 | -459 | 0 |
| Additional Learning Needs | 2,475 | 2,187 | 288 | 0 | 288 | 0 |
| Prevention and Partnership | 389 | 389 | - | 0 | 0 | 0 |
| Total Additional Learning Needs | 4,645 | 4,816 | - 171 | - | - 171 | - |

Q3 Monitoring Key Headlines

Although there are significant pressures within the ALN and Wellbeing department, the Directorate was able to make use of ALN grant funding to offset existing pressures to reduce the overspend to £171k.

The ALN grant funding used centrally amounts to £857k, which demonstrates a corporate risk with regards to ALN ongoing pressures for core services which are being met through grant funding which cannot be guaranteed from one year to the next.

| Key Pressures |
|--|
| <ul style="list-style-type: none"> • Out of County Expenditure is currently projected to overspend by £230K in year and this is due to increased need for placements for pupils and the increased costs of the placements required. This pressure has been reduced from £630K using late awarded one off grant income for 2024/25. • Pooled External Placements budget for which Learning and Skills contribution 10% of any overspend which in 2024/25 is projected to be £269K currently - this links to the pressure highlighted on the Social Services appendix. • Shortfall on Out of County Income primarily associated with Ysgol Y Deri this has been a historic pressure and is projected to be £70K for 2024/25. • These pressures have been partially offset by efficient use of grant funding and savings from vacant posts in non-delegated resource bases. |

Savings

| Savings Tracker Update | | | |
|---|--|------|---------------------------------|
| There were no ALN savings identified for the 2024/25 Financial year | | | |
| Savings | | Risk | £000's Value Achieved/Projected |
| No Savings Targets | | | |
| Use of Reserves | | | |

Use of Reserves for ALN

There are no reserve transfers required now that the ALN grant has been used to offset existing pressures.

| Reserve Name | 2024/25 Drawdown and Transfers | 2024/25 Drawdown |
|--|---|------------------|
| | Brief Description of purpose of drawdown | £000's |
| Education Pressures and Improvements Reserve | Due to additional grant funding from WG, there is no requirement now to draw down from reserves | 0 |
| Total Use of Reserves | | 0 |

Standards and Provision

| Standards and Provision | | | | | | |
|----------------------------------|----------------|-------------------|----------|---------------------------|-------------------|-----------------|
| Monitoring Summary | Revised Budget | Projected Outturn | Variance | Unplanned Use of Reserves | Residual Variance | Use of Reserves |
| | 2024/25 | 2024/25 | | | 2024/25 | 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| School Improvement | 922 | 905 | 17 | | 17 | 0 |
| Inclusion and Youth Services | 1,806 | 1,673 | 133 | | 133 | 0 |
| Learning Links/Vulnerable groups | 77 | 77 | 0 | | 0 | 0 |
| Total Standards and Provision | 2,805 | 2,655 | 150 | - | 150 | - |

Q3 Monitoring Key Headlines

The projected outturn for the Standards and Provision budget for 2024/25 is surplus position of £150k due to additional grant funding which has been used flexibly to offset eligible existing expenditure, in addition to vacant posts within the Youth service.

There are pressures in the services associated with the identification of savings but there are favourable variances in respect of the contribution to the Central South Consortium and a surplus against the Youth budget due to vacant posts within the service.

Key Pressures

The main pressure is in relation to the Youth service budget which has been cut significantly over the past few years to provide efficiency savings based on the flexible use of grant income. The youth service is now heavily supported by grant funding from the Shared Prosperity fund and the certainty of this funding into the future is unknown.

The underspend on Standards and provision will offset pressures elsewhere in the directorate – including the overspend on ALN and Wellbeing.

Savings – Standards and Provision

Savings Tracker Update

The current position in relation to Standards and Provision savings targets is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieved/ Projected |
|---|-------|---------------|----------------------------------|
| Reduced Contribution School Improvement | Green | 34 | 34 |
| Off set costs through targeted use of new grant funding | Green | 102 | 102 |
| Total | | 136 | 136 |

%

| | |
|--|------|
| Proportion of Savings Achieved and Mitigated | 100% |
| Savings not achieved in year | 0% |

Use of Reserves

| Reserve Name | 2024/25 Drawdown and Transfers | 2024/25 Drawdown |
|---|--|------------------|
| | Brief Description of purpose of drawdown | £000's |
| No planned or unplanned use of Reserves | | |
| Total Use of Reserves | | 0 |

| | |
|---|------------------------|
| Appendix 3 Quarter 3 Monitoring Report | |
| Directorate | Social Services |

| Children and Young People's Services | | | | | | |
|---|------------------------|---------------------------|---------------|---------------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Children and Young People | 21,777 | 26,417 | -4,641 | 4,500 | -141 | 4,490 |
| Youth Justice and Early Support Service | 731 | 590 | 141 | 0 | 141 | 0 |
| Total Children and Young People Services | 22,508 | 27,007 | -4,500 | 4,500 | 0 | 4,490 |

Q3 Monitoring Headlines

The projected outturn for the Children and Young People Services budget for 2024/25 is an adverse variance of £4.641M which is offset by a small surplus against the Youth Offending Service. The adverse variance is attributable to the following factors.

External Placements for Children and Young People across residential placements and independent fostering agencies which are projected to overspend by £3.1M. Arrangements for bespoke accommodation and agency costs projected are £742K, however, there aren't any current cases where costs are projected to continue. There is a net staffing overspend of £176K projected in the Intake Team due to Agency workers covering five practitioner manager posts at one time earlier in the year. Agency Social Workers were also employed in the Project Team which ended on 17th May at a cost of £79K.

The Projected surplus against the Youth Justice and Early Support Service is £141K which is predominantly due to staffing vacancies.

There has been £169K transferred into reserves to fund Unaccompanied Asylum-Seeking Children from ringfenced money from the Home Office.

Key Pressures

- Payment for Domiciliary Care currently projected to be £221K overspent following an overspend in 23/24 of £182K. Only a small budget of £27K across the service.
- Childcare/carer costs projected to cost £151K and follows an overspend of £182K in 23/24. There is no budget for this within the service.
- Both of the above pressures are supporting children to remain at home or to prevent escalation to higher cost arrangements.
- External Placements projected overspend of £3.1M
- National Minimum Fostering Allowance projected overspend of £192K. Underspends in other Third Party Payments in the Fostering Team result in a net overspend of £107K.

Key Service Metrics

| | 2024/25 | | 2023/24 |
|---|----------|--|----------|
| Independent Fostering Arrangements | | | |
| No Of Placements | 86 | | 89 |
| Average Cost of Placement | £37,658 | | £39,912 |
| Residential Placements | | | |
| No Of Placements | 20 | | 15 |
| Average Total Cost of Placement | £185,782 | | £184,004 |

Savings Tracker Update

| Savings | Risk | £000's Target | £000's Value Achieved/ Projected |
|---|------|---------------|----------------------------------|
| Closer to Home Residential Care (C&YPs) | Red | 100 | 0 |
| UASC Supported Accommodation | Red | 75 | 0 |
| Pop up Accommodation | Red | 75 | 0 |
| Total | | 250 | 0 |

%

| | |
|--|------|
| Proportion of Savings Achieved and Mitigated | 0% |
| Savings not achieved in year | 100% |

Use of Reserves

| Reserve Name | 2024/25 Reserve Movements | Planned 2024/25 Drawdown |
|-----------------------|--|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Legal Reserve | High legal costs due to increased case numbers and case complexity | 160 |
| Budget Risk | Unplanned use of reserves to offset savings not found | 224 |
| Social Services | Unplanned use of reserves to offset overspend | 4,276 |
| Social Services | Ringfenced Transfer of Unaccompanied Asylum Seeking Children | - 169 |
| Total Use of Reserves | | 4,491 |

| Adult Services | | | | | | |
|----------------------|------------------------|---------------------------|----------|---------------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Adult Services | 65,177 | 65,731 | -554 | 554 | 0 | 660 |
| Total Adult Services | 65,177 | 65,731 | - 554 | 554 | - | 660 |

Q3 Monitoring Headlines

The projected outturn for the Adult Services budget for 2024/25 is an adverse variance of £660K. The adverse variance is attributable to the following.

The Community Care budget is projecting an overspend of £3.074M. This includes all external residential care, home care, direct payments, respite and supported accommodation payments. This is offset during the year by deferred income receipts, as past costs are recouped from house sales. The deferred income budget is currently £750K over target and may continue to recoup past costs throughout the remainder of the year, which will help to offset the Community Care budget overspend. A Winter Grant has recently been announced to the value of £375K which will also contribute to reducing the overspend.

The overspend is further offset by team underspends, mostly relating to staffing and RIF funding receipts, which include:

- Vale Community Reablement Service £456K
- Long Term Care Team £90K
- Older Peoples Mental Health Team £104K
- Occupational Therapy Team £89K
- Learning Disabilities Social Work Team £150K
- Learning Disabilities Day Services Team £91K and
- Mental Health Social Work Team £96K.

Key Pressures

The Community Care Budget is the key pressure, with a current projected overspend of £3,074M. This reflects the increased number of complex care hours and some delay on the implementation of savings associated with this budget area, some key drivers of the increase are set out in the service metrics below.

Key Service Metrics

Key Demographic Trends impacting the number of and complexity of care packages are outlined in the recent Market Stability report e.g.

Increase in the Number of People aged 65-84, Increase in people aged 85+, Increase in Adults living with dementia, Increase in the number of adults with Learning Disabilities, and an increase in the number of Adults with Common Mental Illness.

| | |
|---------------------------------------|-----------|
| Mean No. of Care Hours Q1 and Q2 2023 | 15,638.75 |
| Mean No. of Care Hours Q1 and Q2 2024 | 16,064.25 |
| Increase in No. of Care Hours | 425.50 |

For Quarter 3 2024 there has been a reduction in the mean number of care hours being delivered which has resulted in a reduction in projected overspend.

Another factor in the overspend is the reduction in the waiting list for people accessing care when compared with 2022/23 or 2023/24. In the first three quarters of 2023 there was still a small delay in people receiving care (the mean number at the end of each month being 19 people), for the first 3 quarters in 2024 this has reduced to a mean of 4 people.

Another area is linked to the efficiency of re-starting care packages quickly for citizens who are in hospital. As soon as the citizen is medically optimised the team then liaise with the provider to restart the package so they can be discharged without any delay. The mean number of people waiting for hospital restarts at the end of each month has reduced and this is not reflected in the increase in care hours above as this would be restarting an existing package.

Savings Tracker Update

The current position in relation to Adult Services savings target for 2023/24 and 2024/25 is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieved/ Projected |
|---|-------|---------------|----------------------------------|
| Closer to Home Supported Living (LD) | Amber | 100 | 100 |
| Day services remodelling & full cost recovery | Green | 180 | 180 |
| Fee review & full cost recovery | Green | 5 | 5 |
| Telecare Expansion & fee review | Amber | 20 | 20 |
| Adult Transport Review | Amber | 5 | 5 |
| Releasing time to care | Red | 300 | 100 |
| Continuing Health Care | Amber | 250 | 250 |
| Hen Goleg | Red | 50 | 0 |
| Total | | 910 | 660 |

250

%

| | |
|--|-----|
| Proportion of Savings Achieved and Mitigated | 73% |
| Savings not achieved in year | 27% |

Use of Reserves

| Reserve Name | Planned 2024/25 Drawdown | Planned 2024/25 Drawdown |
|------------------------------|---|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Telecare | | 106 |
| Social Services | Unplanned use of reserves to offset overspend | 554 |
| | | |
| Total Use of Reserves | | 660 |

| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
|---|------------------------|---------------------------|-------------|---------------------------|---------------------------|-------------------------|
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Resource Management & Safeguarding | 8,642 | 8,697 | -55 | 55 | 0 | 165 |
| Total Resource Management & Safeguarding | 8,642 | 8,697 | - 55 | 55 | - | 165 |

Q3 Monitoring Headlines

The projected outturn for the Resource Management and Safeguarding budget for 2024/25 is an adverse variance of £55k. The adverse variance is attributable to pressures reported in respect of the Council run residential homes which are £114k over budget. The majority of this relates to staffing costs, this is because of agency staff being employed, also the cost of food supplies and premises costs for the facilities have increased dramatically. Pressures are also reported in the Safeguarding and Service Outputs service area this is due to the use of agency staff in the children's safeguarding service however permanent staff have now been recruited and therefore this pressure will be rectified for the 2025/26 budget. These adverse areas of expenditure have been offset by some staff vacancies across the service.

The Quarter 3 Monitoring report also reflects an estimated 2024/25 drawdown of £110K for the Social Services system that the service are currently working to implement in consultation with Digital Colleagues. A subsequent Cabinet report is expected to come to a future Committee setting out more detail in respect of this scheme and funding sources.

Key Pressures

- Residential Homes key pressures are staff costs due to difficulties recruiting permanent staff and some staff going on long term sick residential homes then required to rely on agency staff (which is more expensive due to short notice).
- Food costs in Residential Homes are also a source of pressure. The water rates, electric and gas costs alongside other general premises costs have also risen this year.

- Pressures are also reported in the Safeguarding and Service Outputs service area this is due to the use of agency staff in the children's safeguarding service however permanent staff have now been recruited and therefore this pressure will be rectified for the 2025/26 budget.

The current position in relation to Resource Management and Safeguardings savings target for 2024/25 is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieved/ Projected |
|---|-------|---------------|----------------------------------|
| Provider fees (cost avoidance – review of rate) | Green | 243 | 243 |
| Deferred Income | Green | 300 | 300 |
| Debt Recovery | Green | 30 | 30 |
| Direct Payment Review | Green | 10 | 10 |
| Deferred Payment Arrangement fee (income) | Amber | 13 | 13 |
| Total | | 596 | 596 |

%

| | |
|--|------|
| Proportion of Savings Achieved and Mitigated | 100% |
| Savings not achieved in year | 0% |

| Reserve Name | Planned 2024/25 Drawdown | Planned 2024/25 Drawdown |
|------------------------------|--|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Digital Reshaping Reserve | Use of Reserves for implementation costs of Social Care System | 110 |
| Social Services | Unplanned use of reserves to offset overspend | 55 |
| Total Use of Reserves | | 165 |

| Neighbourhood and Transport | | | | | | |
|--|------------------------|---------------------------|-------------|---------------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Support and Emergency Planning | 710 | 522 | 188 | - | 188 | - |
| Engineering, Structures and Highways Development | 1,475 | 1,463 | 13 | - | 13 | - |
| Car Parks | -752 | 808 | 56 | - | 56 | - |
| Waste, Parks and Highways Operational | 18,185 | 19,056 | - 871 | - | - 871 | - |
| Transportation and Enforcement | 7,000 | 7,081 | - 81 | - | - 81 | |
| Leisure and Community Centres | 404 | 473 | - 69 | - | - 69 | 4 |
| Unplanned Use of Reserves and Other Underspends | 0 | - | - | 765 | 765 | 605 |
| Total Neighbourhood and Transport | 27,022 | 27,787 | -765 | 765 | 0 | 609 |

Q3 Monitoring Headlines

The projected outturn for the Neighbourhood and Transport budget for 2024/25 is an adverse variance of £765K. The adverse variance is attributable the following factors.

A challenging savings target set for 2024/25 and unidentified savings from 2023/24 and prior to this relating to single use sports facilities.

A number of historic pressures that have not been offset by cost pressure awards such as highway maintenance costs and market forces payments for HGV drivers however as services cannot current be delivered without these additional pressures these additional costs continue to be incurred by the services.

This has been offset in year by additional income for Waste including for the sale of recycling and holding vacant posts and stopping spend on other budgets to offset these areas of high priority and statutory spend.

Key Pressures

- Savings for 2024/25 and previous years that have not been implemented that have been either carried as savings to be found or are subject to a Cabinet report to implement this will be offset by a contribution from the Budget Risk reserve
- Pressures in respect of Highway Maintenance estimated to be in the region on £1M based on the outturn for 2023/24.
- The Parks service are incurring additional costs in respect of savings proposals that have not been implemented particularly in respect of assets, additional costs in respect of resort cleaning have also been incurred by the service in 2024/25.

- Pressures relating to Market Forces for HGV Drivers which are estimated to be in the region of £600K in 2024/25 however this has been offset by income from the sale of recycling in year.

Savings Tracker Update

The current position in relation to Neighbourhood Services savings targets is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieved / Projected |
|--|-------|---------------|-----------------------------------|
| Increase in fees and charges | Green | 10 | 10 |
| Parking Charging Review | Red | 100 | 0 |
| Expand Construction and Design Team | Amber | 150 | 150 |
| Rationalisation of Public Conveniences | Amber | 100 | 20 |
| Review Planting in Parks consider use of shrubs/drought resistant planting and sponsorship | Amber | 40 | 40 |
| Review Street Lighting Contract and Energy Costs | Amber | 25 | 25 |
| Jenner Park alternative model | Red | 65 | 14 |
| Reassess Tracking Information to rationalise fleet | Amber | 10 | 5 |
| Garage Generation of additional income | Amber | 10 | 2 |
| Charging for public use of Electric vehicle chargers | Amber | 7 | 1 |
| Parkwood VAT relief | Amber | 70 | 35 |
| School Crossing Patrols | Amber | 100 | 82 |
| Increase income charges for highway development | Amber | 50 | 50 |
| Additional concessions | Amber | 20 | 5 |
| Holm View | Amber | 55 | 55 |
| Various Vacant Posts to be deleted | Amber | 200 | 100 |
| Limit black bags at Barry and Llandow Civic Amenity Sites | Amber | 10 | 10 |
| New Model for Community Centres to include full maintain of | Amber | 20 | 0 |
| Rationalise Winter Maintenance Gritting Routes | Amber | 15 | 15 |
| Waste Maintenance collections at Flats and Apartments | Amber | 150 | 100 |
| School Grass Cutting full cost recovery | Amber | 50 | 50 |
| Remove Green Flag Park status from all 8 Council parks | Red | 140 | 140 |
| Alleygates in Barry and Penarth Service Review | Amber | 25 | 25 |
| Directorate Business Support, Performance, Commercial | Amber | 25 | 25 |
| Decommission of foam stream equipment | Amber | 14 | 14 |
| Expansion of Commercial Recycling Collections | Amber | 50 | 35 |
| Review of Street Cleansing Service | Amber | 191 | 96 |
| Deploy an additional Enforcement car | Amber | 10 | 10 |
| Asset Transfers Single use Facilities | Red | 100 | 0 |
| Total | | 1812 | 1114 |
| | | | 698 |
| | % | | |
| Proportion of Savings Achieved and Mitigated | | 61% | |
| Savings not achieved in year | | 39% | |

| Use of Reserves | | |
|--------------------------------|---|------------------|
| Reserve Name | 2024/25 Drawdown and Transfers | 2024/25 Drawdown |
| | Brief Description of purpose of drawdown | £000's |
| Budget Risk | Unplanned use of reserves to offset savings not | 0 |
| Reshaping, Risk and Investment | Play resources for Schools | 4 |
| Total Use of Reserves | | 4 |

| Building Services | | | | | | |
|----------------------------|------------------------|---------------------------|----------|------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Building/Cleaning Services | 655 | 555 | 100 | | 100 | -100 |
| Total Building Services | 655 | 555 | 100 | - | 100 | - 100 |

Q3 Monitoring Headlines

The projected outturn for the Building Services budget for 2024/25 is a favourable variance of £100k. The favourable variance is attributable to the projected trading surplus in year which will be transferred to the Building Services Improvement Fund

Key Pressures

Costs for Consultancy associated with the implementation of the NEC system to manage Housing and Building Repairs.

Savings Tracker Update

N/A

Use of Reserves

| Reserve Name | 2024/25 Drawdown and Transfers | Planned 2024/25 Drawdown |
|-----------------------|--|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Building Services | Favourable Surplus to be transferred to reserves | -100 |
| Total Use of Reserves | | -100 |

| Regulatory | | | | | | |
|---------------------|------------------------|---------------------------|----------|------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| | | | 0 | | 0 | 0 |
| Regulatory Services | 1,638 | 1,638 | 0 | | 0 | 0 |
| Total Regulatory | 1,638 | 1,638 | - | - | - | - |

Q3 Monitoring Headlines

The projected outturn for the Regulatory budget for 2024/25 is a breakeven position.

Key Pressures

Despite the invest to save initiative being implemented for Pest Control in 2024/25 it is not expected that additional income will be generated over and above set up costs in year one it is expected that this can be met by variances against budget allocations in 2024/25 but this will be kept under review.

Savings Tracker Update

The current position in relation to Regulatory savings target for 2023/24 and 2024/25 is as follows

| Savings | Risk | £000's Target | £000's Value Achieved / Projected |
|--|-------|---------------|-----------------------------------|
| Invest to Save Pest Control (Shared Regulatory Services) | Amber | 50 | 50 |
| Total | | 50 | 50 |
| | | % | |
| Proportion of Savings Achieved and Mitigated | 100% | | |
| Savings not achieved in year | 0% | | |

Council Fund Housing

| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of | Residual Variance 2024/25 | Use of Reserves 2024/25 |
|----------------------------|------------------------|---------------------------|----------|------------------|---------------------------|-------------------------|
| | £000's | £000's | £000's | £000's | £000's | £000's |
| | | | 0 | | 0 | 0 |
| Council Fund Housing | 3,390 | 2,443 | 947 | | 947 | 572 |
| Total General Fund Housing | 3,390 | 2,443 | 947 | - | 947 | 572 |

Q3 Monitoring Headlines

The projected outturn for the Council Fund Housing budget for 2024/25 is a favourable variance of £947k. This is due to additional No One Left Out Grant Funding which was awarded late in the financial year which will reduce the budgeted drawdown from reserves required in 2024/25.

The service area is also reporting reduced expenditure against budgets as a result of vacant posts due to secondments to grant funded schemes.

Key Pressures

Accommodation to meet the needs of homeless people and families based in hotel accommodation.

Savings Tracker Update

The current position in relation to Council Fund Housing savings target for 2023/24 and 2024/25 is

| Savings | Risk | £000's Target | £000's Value Achieved / Projected |
|---|-------|---------------|-----------------------------------|
| Budget Adjustment Pre Tenancy Adviser and Voluntary Assisted Tenancies budget | Green | 28 | 28 |
| Miscellaneous | Green | 8 | 8 |
| Total | | 36 | 36 |

%

| | |
|--|------|
| Proportion of Savings Achieved and Mitigated | 100% |
| Savings not achieved in year | 0% |

Use of Reserves

| Reserve Name | 2024/25 Drawdown and Transfers | 2024/25 Drawdown |
|---|--|------------------|
| | Brief Description of purpose of drawdown | £000's |
| Homelessness & Housing Policy agreement Reserve | To fund the cost pressure and resettlement program | 572 |
| Total Use of Reserves | | 572 |

| | |
|---|---------------------|
| Appendix 5 Quarter 3 Monitoring Report | |
| Directorate | Corporate Resources |

| Corporate Resources | | | | | | |
|-------------------------------------|---------------------------|---------------------------------|-----------|---------------------------------|---------------------------------|-------------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Finance | 4,378 | 4,310 | -68 | 0 | -68 | 81 |
| Corporate ICT | 5,224 | 5,110 | -114 | 0 | -114 | 170 |
| Property Services | 401 | 239 | -162 | 0 | -162 | 0 |
| Facilities | 1,282 | 1,540 | 258 | 0 | 258 | 0 |
| Legal & Democratic Services | 3,273 | 3,460 | 187 | 0 | 187 | 102 |
| Policy & Business Transformation | 584 | 423 | -161 | 0 | -161 | 511 |
| Human Resources (inc. SCWWDP) | 1,685 | 1,801 | 116 | 0 | 116 | 20 |
| Unplanned Use of Reserves | - | - | - | -56 | -56 | 56 |
| Total Corporate Resources | 16,827 | 16,883 | 56 | -56 | - | 940 |

Q3 Monitoring Headlines

The projected outturn for the Corporate Resources budget for 2024/25 is an adverse variance of £56K. The adverse variance is attributable to: -

- Corporate ICT overspend of approximately £96K. This relates to the annual cost of Microsoft Licensing, corporate printing and mobile phones. Savings are expected in respect of the Council's telephony service during the year which will improve the final outturn position, but there is uncertainty over amount and timings which may delay benefits until 2025/26.
- Unrealised savings assigned to Facilities in relation to the Docks Offices, security and cleaning costs. The anticipated overspend is approximately £258K.
- Legal & Democratic Services overspend of approximately £187K. This relates to the cost of consultancy payments, agency costs, postage costs, Legal Services income targets and the increased cost of the coroner service.
- Human Resources overspend of approximately £116K. This relates to the cost of the Council's counselling service and occupational health.
- The adverse variance of £657K above is offset by favourable variances in Finance, Property, Policy & Business Transformation and ICT (non-corporate) of £68K, £162K, £162K and £209K respectively.
- The anticipated overspend of £56K will be funded by an unplanned drawdown from the Corporate Resources reserve.

Key Pressures

Annual Microsoft licensing cost. Funding of increased annual cost (£62K) is dependent on

achieving savings on corporate telephony. This is ongoing and may not be achieved this financial year.

Ringfenced funding for energy costs (£695K) has been set aside as part of the 2024/25 budget proposals. A virement of £300K to services has been undertaken based on forecast energy costs for the year.

Delayed disposal of the Dock Offices approximately £280K.

Savings target for security services was £95K, the projected outturn position is £225K over budget.

Legal & Democratic Services income shortfall and consultancy services approximately £224K.

Review of C1V office accommodation is ongoing and is part of a wider review of office space.

C1V vacated the premises early April 2024. The office space is currently unoccupied; however, Parkwood is expected to enter into a lease before the end of the financial year. Until then, the Council is responsible for the associated costs of the premises i.e. Non-Domestic Empty Property Rates.

Managed Print Service. Unlikely to achieve the full saving of £80K as target set too high.

Reduction of Facilities repairs/maintenance budget of £50K. Possible risk that could arise from an unforeseen increase in repair works.

Property Fees and Charges. Risk of failing to meet the increased income target of £50K.

Human Resources & OD Occupational Health and Counselling costs. There is currently no provision for this, and the service is projected to cost £108K.

Savings Tracker Update

The current position in relation to Resources' savings target RAG rated as Red or Amber for 2023/24 and 2024/25 is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieve |
|---|-------|---------------|----------------------|
| Review Docks Office Site – Ongoing and part of wider review of office space. Target saving for 2024/25 is £100k. This is in addition to the 2023/24 savings target of £200k. At present this is contributing towards the service overspend. | Red | 100 | 0 |
| Court Road Depot - Achieved | Green | 206 | 206 |
| Financial Services (Civic Offices NDR Revaluation). Saving of £25k achieved following a revaluation of the Civic Offices. | Green | 25 | 25 |
| Financial Services - Review Security Arrangements. Negotiations to review security arrangements across Council sites are on-going. | Amber | 95 | 0 |
| Town Hall Income. Increased income of £8k received from the lease and service charge associated with the Town Hall. | Green | 8 | 8 |
| Financial Service - Reduction in Repairs & Maintenance budget. Budget has been reduced. There is some risk if urgent need arises. | Green | 50 | 50 |
| Directorate Fees & Charges. Annual inflationary increases on fees and charges. | Green | 35 | 35 |

| | | | |
|--|-------|-------------|------------|
| HR & OD. Manual Handling has relocated from BSC2 to the Civic Offices. | Green | 12 | 12 |
| Welsh Church Acts Recharge. Recharge Council officer time for professional services provided. This is yet to be implemented. | Green | 10 | 5 |
| Property Fees & Charges. Increased income from capital schemes. Under review and is dependent on the mix and volume of schemes in the capital programme. | Green | 50 | 50 |
| Recharge to HRA for Central Services. The additional recharge of £165k was agreed at budget setting. | Green | 165 | 165 |
| Legal & Democratic Services (Licence Work income). Increased income from the provision of professional services to other departments in processing licences. | Green | 5 | 5 |
| HR & OD - Shared Cost AVC – implemented from August 2023. Target saving for 2024/25 is £10k. | Green | 10 | 10 |
| Communications, Participation & Equalities Group. Media Monitoring . Saving has been deferred to 2025/26. | Red | 13 | 0 |
| Digital Service (Managed Print Service). Savings target of £80k appears to be set too high. Council will be entering into a new contract later this year. | Red | 80 | 0 |
| Digital Service (Security Software). Saving of £15k has been achieved, removal of software is complete. | Green | 15 | 15 |
| Financial Services (Open Banking & Payments). Review of the systems used to process the Council's income, including banking and payment management. Payment strategy is underway but unlikely to realise savings target of £10k during 2024/25. | Amber | 10 | 0 |
| Legal & Democratic Services - Scanning Bureau. Reduction in costs of accessing the scanning bureau by Electoral Registration. Service now delivered in-house. Saving is £12k. | Green | 12 | 12 |
| Directorate budget reductions – savings from reducing supplies & services budgets across the Directorate, including postages, subscriptions and miscellaneous budgets. | Green | 8 | 8 |
| Reduction in Mayoral expenses including the cost of the Mayor's official car. Saving of £44k has been achieved but the position will be monitored during the year. | Green | 44 | 44 |
| Directorate – Reduction in Headcount. Saving to be delivered by deleting vacant posts, headcount reduction and team restructuring. Some of the savings target has been achieved from the removal of vacant posts and the retirement and phased retirement of two members of staff. | Amber | 339 | 250 |
| Total | | 1292 | 900 |
| | | | |
| | % | | |
| Proportion of Savings Achieved and Mitigated | 70% | | |
| Savings not achieved in year | 30% | | |

Field Code Changed

Use of Reserves

| Reserve Name | 2024/25 Drawdown and Transfers in | Planned 2024/25 Drawdown |
|--------------------------------|---|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Graduate Trainee Reserve | Trainee Accountant x 1, Communications Intern x 2, Strategy Intern x 1 | 114 |
| Corporate Resources | Temporary Staff Engagements (Communications & Improvement & Development) | 91 |
| Pay Pressures Reserve | To fund Early Retirement and Redundancy Costs in the Service | 124 |
| Legal Reserve | Trainee Lawyer & Senior Lawyer – Legal | 98 |
| Electoral Registration Reserve | Re-grading of post & Community Review | 4 |
| Reshaping Reserve | Temporary Engagements (BI Team) | 118 |
| Reshaping Reserve | Transformation Team | 102 |
| Reshaping Reserve | Revenues Assistant | 43 |
| Digital Reshaping Reserve | Project Manager, Consultancy and Software Costs, Web Development Person, AR Fusion module | 170 |
| Reshaping Reserve | Overseas Post and Temporary Admin Post | 20 |
| Corporate Resources | Unplanned Use of Reserves to Offset Overspend | 56 |
| Budget Risk | Unplanned Use of Reserves to Offset Savings | 0 |
| Total Use of Reserves | | 940 |

| Housing Benefit | | | | | | |
|--------------------|------------------------|---------------------------|----------|---------------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Housing Benefit | -431 | -431 | - | 0 | 0 | 0 |

Q3 Monitoring Headlines

The projected outturn for the Housing Benefit budget for 2024/25 is a breakeven position. The budget reflects net income to the Council which relates to Housing Benefit Subsidy Grant and grant funding received from DWP in respect of administration of the service.

Key Pressures

- Migration of benefit claims to Universal Credit that will impact on the subsidy the Council receives on its overpayments.
- The collection of overpaid Housing Benefit.
- Reduced administration subsidy.

Savings Tracker Update

The current position in relation to Housing Benefits savings target for 2023/24 and 2024/25 is as follows

| Savings | Risk | £000's Target | £000's Value Achieved/Projected |
|--|-------|---------------|---------------------------------|
| Housing Benefits (DWP Income). Recognising actual level of grant received. Grant Income target of £16k introduced. | Green | 16 | 16 |
| Total | | 16 | 16 |

| | | |
|--|---|------|
| Proportion of Savings Achieved and Mitigated | % | 100% |
|--|---|------|

Use of Reserves

| Reserve Name | Planned 2024/25 Drawdown | Planned 2024/25 Drawdown |
|----------------------------|--|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| No use of reserves planned | | |

| Place | | | | | | |
|-------------------------|------------------------|---------------------------|------------|----------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Transfer to Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Regeneration | 1,505 | 1,000 | 505 | 0 | 505 | 228 |
| Sustainable Development | 1,559 | 1,559 | 0 | | 0 | 130 |
| Private Housing | 183 | 183 | 0 | | 0 | 0 |
| Transfer into Reserve | 0 | 0 | 0 | -221 | -221 | -221 |
| Use of Reserves | -84 | 0 | -84 | | -84 | 0 |
| Total Place | 3,163 | 2,742 | 421 | - 221 | 200 | 137 |

Q3 Monitoring Headlines

The projected outturn for Place in 2024/25 is a favourable position of £421k. This is mainly due to management and administration fees and interest payments on Shared Prosperity Funding (SPF) and Long Term Towns funding though it will be requested that these sums to be carried forward to fund additional staffing employed to administer these funds in 2025/26 and beyond, given that we are now aware that SPF will continue.

Under the Private Housing budget, fee income has improved well since the introduction of the Discretionary Adaptations Grants. The success of the Discretionary Adaptations grants is, however, putting pressure on capacity within the team so monitoring will continue, to ensure that the Private Housing Team achieve a balanced budget. Place are in final discussions with Social Services colleagues regarding the timeline of a Reshaping move to Social Services, which could offer significant savings for adaptations.

The appointment of a new Head of Service post for the Project Management Unit that was to be partly funded from reserves in 2024/25 has been delayed and, as such, there will be no drawdown needed in 2024/25. This has been reflected in the table above.

Key Pressures

Funding of the Disabled Facilities Team in Private Housing

Building Regulations fee income. A key issue is ensuring that all Council schemes use our in-house Building Control Team, particularly as they are generally better value than external building surveyors.

Savings Tracker Update

The current position in relation to Place's savings target for 2023/24 and 2024/25 is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieved/ Projected |
|---|-------|---------------|----------------------------------|
| Review of facilities contracts | Green | 23 | 23 |
| Review of visitor attractions in country parks | Green | 22 | 22 |
| Review planning and additional fee income (e.g. PPAs) | Green | 20 | 20 |
| Regeneration - General Budget Cutting | Green | 21 | 21 |
| Tourism marketing budget reduction - achieved | Green | 15 | 15 |
| Facilities admin role | Green | 15 | 15 |
| Planning - General Budget Cutting - achieved | Green | 11 | 11 |
| Business Support Post Deletion (recently vacated post) | Green | 33 | 33 |
| Countryside - Increased contribution from Dunraven Estate | Green | 40 | 20 |
| Close Cosmeston Reception | Green | 36 | 30 |
| Additional Income on Building Control Fees - fees increased | Amber | 10 | 0 |
| Countryside Income - re-explore opportunities for income in the country parks, including expanding parking area, concessions, lease renewals and other opportunities. | Green | 20 | 20 |
| ANPR Income Country Parks - includes possible overnight parking | Amber | 20 | 0 |
| Total | | 286 | 230 |

| | % |
|--|-----|
| Proportion of Savings Achieved and Mitigated | 80% |
| Savings not achieved in year | 20% |

Use of Reserves

| Reserve Name | Planned 2024/25 Drawdown | | | | Planned 2024/25 Drawdown |
|--------------------------------|--|--|--|--|--------------------------|
| | Brief Description of purpose of drawdown | | | | £000's |
| Place reserve | Footpath condition survey (Country Parks) | | | | 15 |
| Place reserve | Removal of toilet block at Medieval Village | | | | 10 |
| Place reserve | Lavernock Point repairs | | | | 20 |
| Place reserve | Road repairs at Porthkerry | | | | 50 |
| Place reserve | Long Term Towns (PER Consulting) | | | | 45 |
| Place reserve | Cushman & Wakefield commission re Levelling Up project | | | | 60 |
| Place reserve | Tourism marketing | | | | 10 |
| Place reserve | Placemaking branding | | | | 15 |
| Place reserve | Local Development Plan (LDP) funding 24/25 (estimate) | | | | 100 |
| Pay Pressure Reserve | Redundancy & Early Retirement costs | | | | 18 |
| Porthkerry car parking reserve | Repairs to Porthkerry cafe cesspit | | | | 15 |
| Place reserve | Transfer to Reserves | | | | -221 |
| Total Use of Reserves | | | | | 137 |

| Policy | | | | | | |
|--|------------------------|---------------------------|--------------|---------------------------|---------------------------|-------------------------|
| Monitoring Summary | Revised Budget 2024/25 | Projected Outturn 2024/25 | Variance | Unplanned Use of Reserves | Residual Variance 2024/25 | Use of Reserves 2024/25 |
| | £000's | £000's | £000's | £000's | £000's | £000's |
| Members and Democratic | 1,629 | 1,629 | - | 0 | - | 0 |
| General Policy | 746 | 627 | 119 | 0 | 119 | -12 |
| Borrowing and Investments | 7,622 | 6,622 | 1,000 | 0 | 1,000 | 0 |
| Levies and Precepts | 8,311 | 8,311 | - | 0 | - | 0 |
| Council Tax Reduction Scheme and Arrears | 10,835 | 11,635 | - 800 | 0 | - 800 | 0 |
| Council Tax Surplus | - | - 2,000 | 2,000 | 0 | 2,000 | 0 |
| | | | | | | |
| Total Policy | 29,143 | 26,824 | 2,319 | - | 2,319 | - 12 |

Q3 Monitoring Headlines

The projected outturn for Policy in 2024/25 is a surplus of £319K which is made up of £119K additional grant, £800K projected overspend against the Council Tax Reduction Scheme, £1M surplus due to internal borrowing utilised in year, there is a small surplus on external borrowing costs in year but this offsets a projected shortfall against the investment income target for 2024/25 as a result of reduced reserve balances and cashflow in year.

The current projection is that the Council Tax will achieve a surplus of £2.0M at year end.

Key Pressures

- Shortfall against Investment Income Target £400K due to reduced reserve balances
- Surplus against External Borrowing Costs approximately £400K.
- Additional internal income generated from Internal Borrowing from Council Reserves including for Housing Revenue Account approximately £1M.
- Overspend against Council Tax Reduction Scheme approximately £800K.
- Additional WG Grant for Firefighter Pension costs £119K which was reflected in the increase in the Fire Levy for 2024/25 and therefore forward funded by the Council.

Savings Tracker Update

The current position in relation to Policy savings target for 2023/24 and 2024/25 is as follows:-

| Savings | Risk | £000's Target | £000's Value Achieved/Projected |
|---|-------|---------------|---------------------------------|
| Mayor's hospitality budget and twinning savings | Green | 36 | 36 |
| Additional Investment Income (Temporary) | Green | 500 | 500 |
| Temporary Capital Financing Headroom | Green | 0 | 0 |
| MRP Policy Change | Green | 600 | 600 |
| Strong Communities Temp | Green | 132 | 132 |
| Translation Budget Reduction | Green | 40 | 40 |
| Insurance | Amber | 200 | 160 |
| Council Tax Arrears | Green | 500 | 500 |
| Total | | 2008 | 1968 |
| | | | |
| | % | | |
| Proportion of Savings Achieved and Mitigated | | 98% | |
| Savings not achieved in year | | 2% | |
| | | | |

Use of Reserves

| Reserve Name | Planned 2024/25 Drawdown | Planned 2024/25 Drawdown |
|------------------------|--|--------------------------|
| | Brief Description of purpose of drawdown | £000's |
| Cost of Living Reserve | Additional Funding CAB | 30 |
| Election Expenses | Transfer to Reserves Local Election | -42 |
| Total Use of Reserves | | -12 |

| | | | £'000 | £'000 | £'000 | % | | | | |
|---|---|------------------|--------------------------|----------------|---------|--------------------------------|------------|--------------------|--------------------|---|
| Directorate | Description of Saving Proposal | Saving Category | 2023/24 | 2023/24 Status | 2024/25 | Value Achieved/ Expected to be | Percentage | Overall RAG Status | Comments/Narrative | |
| | | | | | | | | | | Learning and skills |
| Learning and skills | Energy Saving in Schools ICT switch Off | Transformational | Digital innovation | | 2024/25 | 15 | 15 | 100% | Green | In Progress |
| Learning and Skills | Payments to Non Maintained Nursery Providers Continuation of 23-24 Saving | Tactical | Service Review | | 2024/25 | 14 | 14 | 100% | Green | Provision at St Donat's has ended |
| Learning and Skills | Payments to Non Maintained Nursery Providers Additional Saving | Tactical | Service Review | | 2024/25 | 36 | 36 | 100% | Green | Final remaining non maintained nursery - notice has been served and saving will be achieved |
| Learning and skills | Move to full cost recovery position for ACL | Tactical | Generating Income | | 2024/25 | 130 | 130 | 100% | Amber | ACL full cost recovery programme was expanded and will take 2 terms to note the impact. |
| Learning and Skills | Old Hall - 20% loss overall in Cowbridge consider alternative funding | Transformational | Target Operating Model | | 2024/25 | 40 | 40 | 100% | Amber | Working to increase rental of annexes Annexe 1 due to complete January 2025 ready for hiring out. Annexe 3 is currently under some refurbishment additional courses from early September – this will increase income to Old Hall. |
| Learning and Skills | Reduced Contribution School Improvement | Tactical | Service Review | | 2024/25 | 34 | 34 | 100% | Green | CSC Contribution Budget Adjustment |
| Learning and Skills | Off set costs through targeted use of new grant funding | Tactical | Service Review | | 2024/25 | 102 | 102 | 100% | Green | The Youth Service budget has been cut - SFF have agreed £160,000 towards the purchase of an e-vehicle and renovations with additional staffing costs. The funding has been agreed for August 24 to March 25. |
| Subtotal Directorate Learning and Skills | | | | 65 | | 371 | 436 | 100% | | |
| Social Services | Closer to Home Residential Care (C&YPs) | Transformational | Target Operating Model | | 2024/25 | 100 | | 0% | Red | Savings not yet achieved but should be when scheme goes live achieved in 2025/26 |
| Social Services | Reduced building rental | Tactical | Corporate Asset Strategy | | 2024/25 | 50 | | 0% | Red | Will need to be mitigated from within the service in 2024/25. |
| Social Services | Closer to Home Supported Living (LD) | Transformational | Target Operating Model | | 2024/25 | 100 | 100 | 0% | Amber | Further smart houses planned, additional work required to review potential for savings. |
| Social Services | Day services remodelling & full cost recovery | Transformational | Service Transformation | | 2024/25 | 180 | 180 | 100% | Amber | UHB have been invoiced at new rate |
| Social Services | Fee review & full cost recovery | Tactical | Generating Income | | 2024/25 | 5 | 5 | 100% | Green | Complete |
| Social Services | Telecare Expansion & fee review | Transformational | Service Transformation | | 2024/25 | 20 | 20 | 100% | Amber | Fee review complete. No loss in users as yet |
| Social Services | Adult Transport Review | Tactical | Service Review | | 2024/25 | 5 | 5 | 100% | Red | Draft policy considered at SSMT and will be reviewed as potential cross directorate. Will require Cabinet report and Equality Impact Assessment |
| Social Services | Releasing time to care | Tactical | Service Review | | 2024/25 | 300 | 100 | 33% | Red | SLT agreed business case. Will be part of VCRS team. |
| Social Services | Continuing Health Care | Tactical | Service Review | | 2024/25 | 250 | 250 | 100% | Amber | Case in escalation and legal involved. Business case not required and could use existing resources. A number of cases have transferred. Spreadsheet to be shared with SS finance collages and corporate finance |

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|---|--|------------------|--------------------------|----|------------|----------|----------|--------------|---------------------|---|--|
| Social Services | Provider fees (cost avoidance – review of rate) | Tactical | Service Review | | 2024/25 | 243 | 243 | 100% | Amber | Fees have been set. Holding firm with escalation requests. | |
| Social Services | Debt Recovery | Tactical | Generating Income | | 2024/25 | 30 | 30 | 100% | Green | Target has already been exceeded | |
| Social Services | Direct Payment Review | Tactical | Generating Income | | 2024/25 | 10 | 10 | 100% | Green | Project group and workstreams continue to meet on target to achieve savings target | |
| Social Services | Deferred Payment Arrangement fee (income) | Transformational | Target Operating Model | | 2024/25 | 13 | 13 | 100% | Amber | Implementation has taken place saving should be achieved | |
| Social Services | Residential Accommodation for children | Transformational | Target Operating Model | | 2025/26 | 0 | 0 | 0% | Red | Currently waiting for registration and opening. It is likely that a financial benefit will be realised in year however it is difficult to quantify a saving at this stage and this may be cost avoidance. | |
| Social Services | UASC Supported Accommodation | Transformational | Target Operating Model | | 2024/25 | 75 | | 0% | Red | Activity underway on both the identification of properties and preparing to tender for the support element. . | |
| Social Services | Pop up Accommodation | Transformational | Target Operating Model | | 2024/25 | 75 | | 0% | Red | Renovations almost complete. Plans to furnish and equip underway. It is likely that a financial benefit will be realised in year however it is difficult to quantify a saving at this stage and this may be cost avoidance. | |
| Social Services | Additional Income | Tactical | Generating Income | | 2024/25 | 300 | 300 | 100% | Green | Budget Adjustment but dependent on Property Sales | |
| Subtotal Directorate Social Services | | | | | | 0 | 0 | 1,755 | 1,256 | 72% | |
| Neighbourhood and Housing | Review Car Park Provision | Tactical | Corporate Asset Strategy | 50 | 2023/24 NO | | - | - | Progress in 24/25 | Parking Cabinet Report due in November/December additional Transformation resources to support this project | |
| Neighbourhood and Housing | Double Shift Mechanical sweepers (2 vehicles plus one spare) | Tactical | Service Review | 40 | 2023/24 NO | | | 0% | Identify Mitigation | Saving to be mitigated within the service | |
| Neighbourhood and Housing | Charging for public use of Electric vehicle chargers | Tactical | Generating Income | 2 | 2023/24 NO | | | 0% | Review Ongoing | This policy has now been developed and can be implemented | |
| Neighbourhood and Housing | Increase in fees and charges | Tactical | Generating Income | | 2024/25 | 10 | 10 | 100% | Green | New fees are now in place and will be monitored during the year | |
| Neighbourhood and Housing | Parking Charging Review | Tactical | Generating Income | | 2024/25 | 100 | - | 0% | Red | Pending Cabinet Review | |
| Neighbourhood and Housing | Expand Construction and Design Team | Tactical | Generating Income | | 2024/25 | 150 | 150 | 100% | Amber | Budget Adjustment but dependent on capital projects in year | |
| Neighbourhood and Housing | Rationalisation of Public Conveniences | Tactical | Corporate Asset Strategy | | 2024/25 | 100 | 20 | 20% | Amber | Some elements of this saving not achievable, toilets closed and transferred. | |
| Neighbourhood and Housing | Review Planting in Parks consider use of shrubs/drought resistant planting and | Tactical | Service Review | | 2024/25 | 40 | 40 | 100% | Amber | No bedding purchased and sponsorship of bedding is under review | |
| Neighbourhood and Housing | Review Street Lighting Contract and Energy Costs | Tactical | Service Review | | 2024/25 | 25 | 25 | 100% | Amber | There is further work to be explored but the savings will be met this FY | |
| Neighbourhood and Housing | Jenner Park alternative model | Transformational | Service Transformation | | 2024/25 | 65 | 14 | 22% | Red | Initial discussions undertaken with Club further options appraisal required | |
| Neighbourhood and Housing | Reassess Tracking Information to rationalise fleet | Transformational | Service Transformation | | 2024/25 | 10 | 10 | 100% | Amber | Fleet review report awaited from Energy Services Wales | |
| Neighbourhood and Housing | Various Vacant Posts to be deleted | Tactical | Service Review | | 2024/25 | 200 | 100 | 50% | Amber | A number of posts have been held vacant across the service and combined Business Support team development to support across the Directorate | |
| Neighbourhood and Housing | Limit black bags at Barry and Llandow Civic Amenity | Tactical | Service Review | | 2024/25 | 10 | 10 | 100% | Amber | Approach implemented June 2024 | |

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|-------------------------|--|------------------|------------------------|--|---------|-----|-----|------|-------|--|
| Neighbourhood and House | New Model for Community Centres to include full maintain of buildings | Transformational | Service Transformation | | 2024/25 | 20 | 0 | 0% | Amber | Repurpose community centres to enhance the sense of place to become hubs etc. Opportunities for greater external investment. Update: Discussions commenced with Colwinston and Murch. T |
| Neighbourhood and House | Rationalise Winter Maintenance Gritting Routes | Tactical | Service Review | | 2024/25 | 15 | 10 | 67% | Amber | Saving likely to be made by reduction of gritter. |
| Neighbourhood and House | Waste Maintenance collections at Flats and Apartments | Tactical | Service Review | | 2024/25 | 150 | 100 | 67% | Amber | Work with landlords ongoing and the anticipated value will increase within time. |
| Neighbourhood and House | School Grass Cutting full cost recovery | Tactical | Service Review | | 2024/25 | 50 | 50 | 100% | Amber | The service has restructured its responsive team and schools have been provided with revised prices. This saving will be achieved this FY. |
| Neighbourhood and House | Remove Green Flag Park status from all 8 Council parks | Tactical | Service Review | | 2024/25 | 140 | 140 | 100% | Red | All activities to achieve this value have been identified and revised models of working progressing. This will be achieved this FY. |
| Neighbourhood and House | Alleygates in Barry and Penarth Service Review | Tactical | Service Review | | 2024/25 | 25 | 25 | 100% | Amber | Review provision of alleygates in areas of Barry and Penarth. Including alternative funding available. Update: this work is progressing but the saving |
| Neighbourhood and House | Directorate Business Support, Performance, Commercial Opportunities and Finance Review | Transformational | Service Transformation | | 2024/25 | 25 | 25 | 100% | Amber | Revised Housing and Neighbourhood Services Business Support Unit to ensure support fits businesses. Saving will be made. |
| Neighbourhood and House | Decommission of foam stream equipment | Tactical | Service Review | | 2024/25 | 14 | 14 | 100% | Amber | This equipment has been decommissioned |
| Neighbourhood and House | Expansion of Commercial Recycling Collections | Transformational | Target Operating Model | | 2024/25 | 50 | 35 | 70% | Amber | The service is currently expanding and marketing a new source separated recycling commercial service. This work is ongoing. |
| Neighbourhood and House | Review of Street Cleansing Service | Tactical | Service Review | | 2024/25 | 191 | 96 | 50% | Amber | This work is ongoing but the savings target is expected and on target to be achieved. |
| Neighbourhood and House | Deploy an additional Enforcement car | Tactical | Service Review | | 2024/25 | 10 | 10 | 100% | Amber | options for undertaking further enforcement functions currently being explored. |
| Neighbourhood and House | Garage Generation of additional income | Transformational | Service Transformation | | 2024/25 | 10 | 2 | 20% | Amber | MOTs increased and promoted via Staffnet |
| Neighbourhood and House | Charging for public use of Electric vehicle chargers | Transformational | Service Transformation | | 2024/25 | 7 | 1 | 14% | Amber | Work with energy team to progress. Move corporately. |
| Neighbourhood and House | Invest to Save Pest Control (Shared Regulatory Services) | Transformational | Service Transformation | | 2024/25 | 50 | 50 | 100% | Amber | Invest to save proposal for Authority Specific Pest Control progressing no saving in year one but should be realisable in future years |
| Neighbourhood and House | Parkwood VAT relief | Tactical | Service Review | | 2024/25 | 70 | 35 | 50% | Amber | Cabinet Report due to be brought shortly |
| Neighbourhood and House | School Crossing Patrols | Tactical | Service Review | | 2024/25 | 100 | 82 | 82% | Amber | Utilise existing underspend and do not progress further saving in this area |
| Neighbourhood and House | Increase income charges for highway development | Tactical | Generating Income | | 2024/25 | 50 | 50 | 100% | Amber | Linked to commuted sums |
| Neighbourhood and House | Additional concessions | Transformational | Service Transformation | | 2024/25 | 20 | 5 | 25% | Amber | Commercial Opportunities for additional concessions. Update: Work yet to commence on this. Resource required. |
| Neighbourhood and House | Holm View | Transformational | Service Transformation | | 2024/25 | 55 | 55 | 100% | Amber | Utilities decommissioned. Potential alternative use subject to a Cabinet Report. |
| Neighbourhood and House | Asset Transfers Single use Facilities | Transformational | Target Operating Model | | 2024/25 | 100 | - | 0% | Amber | Asset Transfers to include Maslin Park, Wick, Windmill Lane, Penarth Athletic Club, Old Penarthians, St Brides. Penarth Athletic Club and Windmill Lane reduce the maintenance/agency costs. |
| Neighbourhood and House | Budget Adjustment Pre Tenancy Adviser and Voluntary Assisted Tenancies budget | Tactical | Service Review | | 2024/25 | 28 | 28 | 100% | Green | Budget Adjustment - achieved |
| Neighbourhood and House | Miscellaneous | Tactical | Service Review | | 2024/25 | 8 | 8 | 100% | Green | Miscellaneous Budget Adjustments - achieved |

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| Subtotal Directorate Neighbourhood and Housing | | | | 92 | 0 | 1,898 | 1,200 | 60% | | |
| Place | Increased DFG provision (removal of means testing) | Tactical | Generating Income | 20 | 2023/24 NO | | 20 | 100% | 2023/24 achieved | The recent introduction of Discretionary Adaptations Grants has increased the fee income potential for the team |
| Place | Review of facilities contracts | Tactical | Corporate Asset Strategy | | 2024/25 | 23 | 23 | 100% | Green | The lease at VEC has now been terminated |
| Place | Review of visitor attractions in country parks | Tactical | Service Review | | 2024/25 | 22 | 22 | 100% | Green | Cosmeston Medieval village will remain open to the public but associated support has been removed. |
| Place | Review planning and additional fee income (e.g. PPAs) | Tactical | Generating Income | | 2024/25 | 20 | 20 | 100% | Achieved Budget Adjustment | Income will be achieved from a combination of fee increases for pre-applications and submissions and planning performance agreements, as well as raising the fee target for planning applications |
| Place | Regeneration - General Budget Cutting | Tactical | Service Review | | 2024/25 | 21 | 21 | 100% | Achieved Budget Adjustment | Reducing budgets to a base minimum to function. In some cases teams are left with several hundred pounds remaining on their budgets. |
| Place | Tourism marketing budget reduction | Tactical | Service Review | | 2024/25 | 15 | 15 | 100% | Achieved Budget Adjustment | Leaves only £10k publicity budget for the Vale |
| Place | Facilities admin role | Tactical | Service Review | | 2024/25 | 15 | 15 | 100% | Green | Facilities administration will be picked up as required by the remaining team. |
| Place | Planning - General Budget Cutting | Tactical | Service Review | | 2024/25 | 11 | 11 | 100% | Achieved Budget Adjustment | |
| Place | Business Support Post Deletion recently vacated Post | Tactical | Service Review | | 2024/25 | 33 | 33 | 100% | Green | |
| Place | Countryside -Increased contribution Dunraven | Transformational | Target Operating Model | | 2024/25 | 40 | 20 | 50% | Green | Transformation project - working with Dunraven estate to fund the Heritage Coast facilities at Dunraven beach. Progress being made with an agreement of a £20k contribution in 2024/25 rising to £40k in later years |
| Place | Close reception at Cosmeston | Tactical | Service Review | | 2024/25 | 36 | 30 | 83% | Green | Reception closure now concluded. Delays have meant the saving cannot be fully achieved this year but the building will be made available for vending offer, including drinks and food. |
| Place | Building Control | Tactical | Generating Income | | 2024/25 | 10 | 0 | 50% | Amber | Additional Income on Building Control Fees |
| Place | Country Parks income | Transformational | Service Transformation | | 2024/25 | 20 | 20 | 100% | Green | Re-exploring opportunities for income in the parks, including expanding parking area, concessions, lease renewals and other opportunities. |
| Place | ANPR Income Country Parks | Tactical | Generating Income | | 2024/25 | 20 | 0 | 0% | Amber | Dependent on installation of ANPR and includes possible overnight parking |
| Subtotal Directorate Place | | | | 20 | 0 | 286 | 250 | 82% | | |
| Resources | Review Docks Office Site | Tactical | Corporate Asset Strategy | 200 | 2023/24 NO | | 0 | 4% | Amber Review ongoing | Full saving will not be achieved in year, however, some minimal savings from premises expenses have been achieved. This project is contingent on the LUF bid progressing, with final sign off expected imminently. Some preparatory works have commenced to identify via commission the future uses for the Docks Office so the project can progress once a decision on funding has been made. |
| Resources | Review C1V Office Accommodation | Tactical | Corporate Asset Strategy | 50 | 2023/24 NO | | 0 | 0% | Amber Review ongoing | The building was vacated during April 2024, with C1V relocated to the Civic Offices. A replacement occupier is currently being sought. NNDR savings achieved for three months and other minimal savings from premises expenses achieved. Work underway to deliver full saving. |

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| Resources | Financial Services: Review Docks Office Site Reduced cost to the Council as a result of a new approach to operating the Docks Office rather than corporate office accommodation. | Transformational | Target Operating Model | 2024/25 | 100 | 0 | 0% | Red | Full saving will not be achieved in year, however, some minimal savings from premises expenses have been achieved. This project is contingent on the LUF bid progressing, with final sign off expected imminently. Some preparatory works have commenced to identify via commission the future uses for the Docks Office so the project can progress once a decision on funding has been made. |
| Resources | Financial Services: Court Road Budget Deletion of the corporately held budget that previously supported the running of the Court Road site when operating as a depot. Costs of operating the new site are within the new school's budgets. | Tactical | Service Review | 2024/25 | 206 | 206 | 100% | Green | Delivered. Site was demolished and funding for the school included in the Schools's budget. |
| Resources | Financial Services: Civic Offices NNDR Revaluation Saving resulting in a revaluation of the Civic | Tactical | Service Review | 2024/25 | 25 | 25 | 100% | Green | Delivered. |
| Resources | Financial Services: Corporate Office Accommodation Facilities Management Reduction in security and portorage cover within corporate office buildings and removal of the courier service. | Tactical | Service Review | 2024/25 | 95 | 0 | 0% | Amber | This saving relates to changes in the security and cleaning arrangements at the Civic Offices. Analysis of potential changes is underway, with a meeting in September scheduled to agree changes to service provision and estimate the saving that will be achieved in year, with the residual in 2025/26. |
| Resources | Financial Services: Town Hall Income Increase in income received from the lease and service charge associated with the Town Hall. | Tactical | Generating Income | 2024/25 | 8 | 8 | 100% | Green | Recognising actual level of income received. |
| Resources | Financial Services: Reduction in Repairs & Maintenance Budget for Corporate Facilities Saving as a result of reducing repairs and | Tactical | Service Review | 2024/25 | 50 | 50 | 100% | Amber | Budget reduced but some risk if urgent need arises. |
| Resources | HR & Organisational Development: Manual Handling Rental Saving as a result of relocating the Manual | Tactical | Service Review | 2024/25 | 12 | 12 | 100% | Green | Manual Handling team moved out of BSC2 during January/February 2024. |
| Resources | Directorate: Fees & Charges Inflationary and other increases on a range of directorate fees and charges, including Registrars. | Tactical | Generating Income | 2024/25 | 35 | 35 | 100% | Green | Most of this saving will be achieved from the annual inflationary increases (included in the fees & charges report). The target figure also includes an additional increase of £10k for Registrars. |
| Resources | Directorate: Welsh Church Acts Recharge Recharging Council officer time from Directorate departments to the Welsh Church Acts Committee for professional services | Tactical | Generating Income | 2024/25 | 10 | 5 | 0% | Amber | Discussed with the Welsh Church Acts Committee and a report to the Committee will be presented in due course for consideration. |
| Resources | Financial Services: Property Fees & Charges Additional professional fees income to the property department for capital schemes. | Tactical | Service Review | 2024/25 | 50 | 50 | 100% | Amber | Under review and dependent on the mix and volume of schemes in the programme |
| Resources | Directorate: Recharge to HRA for Central Services Recovering central services costs from the Housing Revenue Account. | Tactical | Generating Income | 2024/25 | 165 | 165 | 100% | Green | Agreed at budget setting. |
| Resources | Financial Services: DWP Income Increased income from the DWP for benefit work processes. | Tactical | Service Review | 2024/25 | 16 | 16 | 100% | Green | Recognising actual level of grant received, subsidy notification for 2024/25 has now been received. |
| Resources | Legal & Democratic Services: Licence Work Income Increased income to the Legal Services department as a result of professional services provided to other departments in processing licences. | Tactical | Service Review | 2024/25 | 5 | 5 | 100% | Green | Hourly rates of Legal Services staff increased. |

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| Resources | HR & Organisational Development: Shared Cost AVCs Reduced employer national insurance contributions associated with an increase in the number of employees taking advantage of shared cost additional voluntary contributions. | Tactical | Service Review | 2024/25 | 10 | 10 | 100% | Amber | 2023/24 level of take up achieved and future uptake is expected to meet target. Based on current take-up levels the total annual saving is a little over £30k. Overall annual target is £35k. | |
| Resources | Communications, Participation & Equalities Group: Media Monitoring System Reduction in the costs associated with the use of media monitoring system which provides intelligence on the Council's coverage in the media. | Tactical | Service Review | 2024/25 | 13 | 0 | 100% | Red | This saving will now be realised in 2025/26 due to the timing of the licence revocation. This is being mitigated in year via income and vacancy savings within the Group. | |
| Resources | Digital Service: Managed Print Service Saving as a result of rationalising the existing printing devices in corporate office buildings and retendering the contract within the year. | Tactical | Contract Review/Procurement | 2024/25 | 80 | 0 | 0% | Red | Analysis of the saving to be realised will be possible when contract tender prices are received in August 2024. Part of the saving is contingent on reducing our printing volume and this will require a cultural shift across the organisation. | |
| Resources | Digital Service: Security Software Saving associated with discontinuing use of security software, with functionality replicated within existing systems. | Tactical | Digital Strategy | 2024/25 | 15 | 15 | 100% | Green | Achieved, removal of software complete | |
| Resources | Financial Services: Open Banking & Payments Review of the systems used to process the Council's income, including banking and payment management. | Tactical | Digital Strategy | 2024/25 | 10 | 0 | 0% | Red | Payment Strategy under way, unlikely to realise savings in 2024/25. Resource issues are affecting progress. | |
| Resources | Legal & Democratic Services: Scanning Bureau Reduction in costs of accessing the scanning bureau by Legal Services. | Tactical | Service Review | 2024/25 | 12 | 12 | 100% | Green | Delivered, contractual arrangement. Now delivered in house. | |
| Resources | Directorate: Budget Reductions Savings from reducing supplies & services budgets across the Directorate, including through postage subscriptions and | Tactical | Service Review | 2024/25 | 8 | 8 | 100% | Amber | Reductions applied and being monitored as some will be subject to increased volume this year in support of other initiatives (e.g. e. postages as the historical debt recovery is stepped up). | |
| Resources | Legal & Democratic Services: Mayors Office Budget Reduction Reduction in miscellaneous expenses for the Mayor and removal of the Mayor's official car and budget, to be replaced with the use of an electric pool car for official business. The official car would be sold at auction and proceeds from the sale added to the Mayor's Fund for community grants. | Tactical | Service Review | 2024/25 | 44 | 44 | 100% | Amber | Mayor's budget adjusted - removal of budget for the car and other supplies and services. A virement from Policy is required to achieve most of the saving. Saving has been achieved which includes £37k from Policy. Position will be monitored during 24/25. | |
| Resources | Directorate: Reduction in Headcount This saving will be delivered by deleting a number of vacant posts, restructuring within teams resulting in changes to roles and reduction in headcount in areas across the | Tactical | Service Review | 2024/25 | 339 | 250 | 74% | Amber | Action underway to achieve this saving which is related to reducing staff across the directorate. Vacant positions deleted and saving realised. Redundancy and retirements are in progress/completed and monitoring of the realisation of savings is ongoing. | |
| Subtotal Directorate Corporate Resources | | | | | 250 | 0 | 1,308 | 916 | 59% | |
| Policy | Mayor's hospitality budget and twinning savings | Tactical | Service Review | 2024/25 | 36 | 36 | 100% | Achieved Budget Adjustment | | |
| Policy | Additional Investment Income (Temporary) | Tactical | Generating Income | 2024/25 | 500 | 500 | 100% | Green | On Target to Achieve in full | |
| Policy | Temporary Capital Financing Headroom | Tactical | Service Review | 2024/25 | 0 | 0 | 0% | Green | | |

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| Policy | MRP Policy Change | Tactical | Technical | | 2024/25 | 600 | 600 | 100% | Green | Approved by Governance and Audit Committee and included in TM Strategy. | |
| Policy | Strong Communities Temp | Tactical | Service Review | | 2024/25 | 132 | 132 | 100% | Green | | |
| Policy | Insurance | Tactical | Service Review | | 2024/25 | 200 | 160 | 80% | Amber | This is dependent upon the tender outcome and will be reviewed to ensure achieved. | |
| Resources | Communications, Participation & Equalities Group: Translation Budget Reduction Reduction in the costs of translating content through alternative methods and a reduction in wordcount professionally translated. | Tactical | Service Review | | 2024/25 | 40 | 40 | 100% | Amber | A trial of machine translation has been underway successfully for a number of months in the Communications Team where a high volume of translation requests are made. Consideration of translation requirements is underway. Further rollout of machine translation is planned. | |
| Policy | Council Tax Arrears | Tactical | Technical | | 2024/25 | 500 | 500 | 100% | Green | Assumed collection of historic Council Tax Arrears | |
| Subtotal Directorate Policy | | | | | | 0 | 0 | 2,008 | 1,968 | 98% | |
| Corporate - Cross Council | Reduce Mileage Claim - Across Council | Tactical | Service Review | | | 50 | - | - | Amber | Reduction of mileage claims. Assists climate agenda. Promote electric pool cars. | |
| Total Savings | | | | | | 427 | 7,676 | 6,026 | 74% | | |

| Directorate | 2023/24 Savings outstanding | 2024/25 Savings Target | Projected Amount to be Achieved 2024/25 | Projected Amount to be Achieved of 2023/24 Outstanding | % Achieved 24/25 | % Achieved Total Outstanding |
|------------------------------------|-----------------------------|------------------------|---|--|------------------|------------------------------|
| Learning and Skills | 65 | 371 | 371 | 65 | 100% | 100% |
| Social Services | 0 | 1,755 | 1,256 | 0 | 72% | 72% |
| Neighbourhood Services and Housing | 92 | 1,898 | 1,200 | 0 | 63% | 60% |
| Place | 20 | 286 | 230 | 20 | 80% | 82% |
| Corporate Resources | 250 | 1,308 | 916 | 0 | 70% | 59% |
| Policy | 0 | 2,008 | 1,968 | 0 | 98% | 98% |
| Corporate | 0 | 50 | 0 | 0 | 0% | 0% |
| Total | 427 | 7,676 | 5,941 | 85 | 77% | 74% |