

Meeting of:	Cabinet
Date of Meeting:	Thursday, 05 September 2024
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Quarter 1 Revenue Monitoring 2024/25
Purpose of Report:	To advise Cabinet of the Quarter 1 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	Virement Request 2024/25	Amended Budget 2024/25	Projected Outturn	Variance
	£000's	£000's	£000's	£000's	£000's
Learning and Skills	133,438	0	133,438	138,810	5,372
Social Services	96,243	33	96,276	102,182	5,906
Environment and Housing	32,417	0	32,417	33,695	1,278
Corporate Resources	16,659	37	16,696	17,042	346
Place	3,163	0	3,163	3,192	29
Policy	29,301	-70	29,231	29,231	0
Use of Reserves	-2,360	0	-2,360	-1,662	698
Unplanned Use of Reserves	0	0	0	-13,629	-13,629
Total	308,861	0	308,861	308,861	0

Public Sector Housing (HRA)	-77	0	-77	-77	0
HRA Use of Reserves	77	0	77	77	0
Total	308,861	0	308,861	308,861	0

- The revenue position for 2024/25 continues to reflect challenging demand and inflationary pressures with continuance of the key service pressures that we saw in the 2023/24 outturn position into 2024/25. 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 pressures have continued to increase in the first quarter of 2024/25. There is evidence of increasing demand in respect of Childrens 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. Across the services inflationary pressures are also being experienced in respect of pay most notably where market forces are being utilised and for the funding gap between provision for the 2024/25 pay award and the likely 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 approximately £13.629m, the Council has various workstreams progressing to mitigate the unplanned use of reserves and reduce in year overspends.
- 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 are 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 24/25	% Achieved Total Outstanding
Learning and Skills	65	371	201	0	54%	46%
Social Services	0	1,755	1,156	0	66%	66%
Neighbourhood Services and Housing	92	1,898	1,320	0	70%	66%
Place	20	286	235	20	82%	77%
Corporate Resources	250	1,308	936	0	72%	60%
Policy	0	2,008	1,968	0	98%	98%
Corporate	0	50	0	0	0%	0%
Total	427	7,676	5,816	20	76%	72%

- 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	-309	0	-687	-8,320	0	7,271
Risk and Smoothing Reserves	24,655	-2,794	-1,997	-666	-1,000	-259	17,939
Capital	10,446	-6,270	0	820	0	259	5,255
Schools	5,057	0	0	0	-4,309	0	748
Housing Revenue Account	3,525	0	0	-77	0	0	3,448
Total	76,254	-9,373	-1,997	-610	-13,629	0	50,645

Recommendations

1. That the position with regard to the Authority's 2024/25 Revenue Budget be noted.
2. That Cabinet approves the virements requested as part of this report.

Reasons for Recommendations

1. To inform Cabinet of the projected revenue outturn for 2024/25.
2. To update the original budget for 2024/25 for virement requests.

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). There was an approved drawdown during 2024/25 of £2.744m from other specific reserves this has been reduced by £698k in year due to additional WG Grant for Housing and Resettlement and this sum will be retained in the Housing and Homelessness Reserve. There are 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. In the context of these pressures additional drawdown from Service reserves will be required in year over and above 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 the key service pressures that we saw in the 2023/24 outturn position into 2024/25, chiefly Social Services, Education 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 Childrens 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 and for the funding gap between provision for the 2024/25 pay award and the likely 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, 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 £13.629m (£4.309m relating to schools), 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.
- Additional resource to support the delivery of 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.
- 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.

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

Table 1. Budget and Projected Outturn

Directorate	Original Budget 2024/25	Virement Request 2024/25	Amended Budget 2024/25	Projected Outturn	Variance
	£000's	£000's	£000's	£000's	£000's
Learning and Skills	133,438	0	133,438	138,810	5,372
Social Services	96,243	33	96,276	102,182	5,906
Environment and Housing	32,417	0	32,417	33,695	1,278

Corporate Resources	16,659	37	16,696	17,042	346
Place	3,163	0	3,163	3,192	29
Policy	29,301	-70	29,231	29,231	0
Use of Reserves	-2,360	0	-2,360	-1,662	698
Unplanned Use of Reserves	0	0	0	-13,629	-13,629
Total	308,861	0	308,861	308,861	0
Public Sector Housing (HRA)	-77	0	-77	-77	0
HRA Use of Reserves	77	0	77	77	0
Total	308,861	0	308,861	308,861	0

Learning and Skills

- 2.6** The Learning and Skills budget was set at £133.438m for 2024/25 and assumed £300k use of reserves to support schools. The budget position is detailed in Appendix 2.
- 2.7** School budgets are currently in the process of being signed off and recovery plans submitted for schools in deficit with an initial projection of £9m net deficit after allowing for carry forward balances from 2023/24. As we have observed in previous years and with consideration of ongoing workstreams to help reduce school deficits it is likely this net deficit sum will reduce as we progress through the year. 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. A more detailed analysis will be prepared as part of the Q2 monitoring in November.
- 2.8** The Outturn position for 2023/24 set aside £2m towards offsetting school deficits in 2024/25.
- 2.9** The savings target for Learning and Skills for 2024/25 is £371k it is expected that 54% of savings will be delivered or mitigated in year a contribution of £63k towards savings not identified in year will be made from the Budget Risk reserves however this is one off in 2024/25.
- 2.10** The projected outturn for Central Learning and Skills in 2024/25 is an overspend of £1.063m position and is further detailed in Appendix 2.
- 2.11** 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 work in being undertaken to quantify the pressures in this area.

Social Services

- 2.12** The Social Services budget was set at £96.243m for 2024/25.
- 2.13** A virement of £33k is requested as part of this report. The budget position is detailed in Appendix 3.
- 2.14** The savings target for Social Services for 2024/25 is £1.755m it is expected that 66% of savings will be delivered or mitigated in year.
- 2.15** The projected outturn for Social Services in 2024/25 an adverse variance of £5.906m and further detailed in Appendix 3.
- 2.16** 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 of Glamorgan.

Environment and Housing

- 2.17** The Environment and Housing budget was set at £32.417m for 2024/25 with a further £77k for the Housing Revenue Account. The budget position is detailed in Appendix 4.
- 2.18** The savings target for 2024/25 is £1.898m it is expected that 66% of the combined savings and 70% 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. This is being mitigated by a contribution of £576k from the Budget Risk Reserve to offset the shortfall.
- 2.19** The projected outturn for Neighbourhood Services and Housing in 2024/25 is an adverse variance of £1.278m, of this, £1.4m of the Neighbourhood Services adverse variance will be offset by a drawdown from the Neighbourhood Services Reserve and a further £576k funded from the Budget Risk Reserve and the balance of £698k

which is 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.

2.20 Key pressures within the directorate include the following;

- Highways patching and pot-holes
- Staffing budgets – market forces payments to HGV drivers
- Accommodation to meet the need of homeless people and families currently based at the Holiday inn Express.
- Cost of consultancy/additional support around NEC implementation.

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

2.22 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.

Corporate Resources

2.23 The Corporate Resources budget was set at £16.659m for 2024/25.

2.24 A virement of £37k is requested from the Policy budget to correct the allocation of savings in 2024/25.

2.25 The savings target for 2024/25 is £1.308m it is expected that 72% of savings for 2024/25 and 60% of the combined target will be delivered or mitigated in year which reflects delays on the Docks and C1V savings.

2.26 The projected outturn for Corporate Resources in 2024/25 is an adverse variance of £346k which will be funded from the Budget Risk reserve and Corporate Resources Reserve and further detailed in Appendix 5.

2.27 Key pressures within the directorate include the following.

- Delays to the implementation of 2023/24 & 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 & Organisational Development occupational health & counselling costs.

Place

- 2.28** The Place budget was set at £3.163m for 2024/25.
- 2.29** The savings target for 2024/25 is £286k and it is expected that 82% of 2024/25 savings will be delivered or mitigated in year and 77% of the combined outstanding savings.
- 2.30** The projected outturn for Place in 2024/25 is an overspend of £29k which will be funded from the Budget Risk Reserve and is further detailed in Appendix 6.
- 2.31** 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

- 2.32** Policy – The Policy Budget was set at £29.301m for 2024/25.
- 2.33** The savings target for 2024/25 is £2.008m it is expected that 98% of savings will be delivered or mitigated in year.
- 2.34** The projected outturn for Policy in 2024/25 is a breakeven position at year end and is further detailed in Appendix 7.
- 2.35** 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.
- 2.36** Projected Favourable Variances within the service include the following;
- Use of reserves for Internal Borrowing and therefore associated reduced borrowing costs.
- 2.37** Council Tax – The current projection is that the Council Tax will breakeven 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 hoped that this trend will continue in 2024/25 with collection of arrears up 0.5% on arrears collection from the previous year.

2.38 At the end of July the collection rate position was 0.7% up (39.6%) on the equivalent position at the end of July 2023.

Efficiency Targets

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

2.40 The current position in respect of the 2024/25 (76% achieved by 31st March 2025) and 2023/24 savings (72% of the combined 2023/24 and 2024/25 savings) is detailed in Table 2 below.

Table 2.

Directorate	2023/24 Savings outstanding £000s	2024/25 Savings Target £000s	Projected Amount to be Achieved 2024/25 £000s	Projected Amount to be Achieved of 2023/24 Outstanding £000s	% Achieved 24/25	% Achieved Total Outstanding
Learning and Skills	65	371	201	0	54%	46%
Social Services	0	1,755	1,156	0	66%	66%
Neighbourhood Services and Housing	92	1,898	1,320	0	70%	66%
Place	20	286	235	20	82%	77%
Corporate Resources	250	1,308	936	0	72%	60%
Policy	0	2,008	1,968	0	98%	98%
Corporate	0	50	0	0	0%	0%
Total	427	7,676	5,816	20	76%	72%

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

Use of Reserves

2.42 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.

2.43 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.

Table 3.

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	11,106
Insurance	4,878	0	0	0		0	4,878
Service Reserves							
Learning and Skills	2,340	-12	0	-464	-1000	0	864
Social Services	5,814	0	0	0	-5682	0	132
Neighbourhood Services	3,067	-117	0	0	-1400	0	1,550
Corporate Resources	529	0	0	-71	-238	0	220
Place	2,274	-146	0	-238		0	1,890
Other Service Reserves	1,864	-34	0	192		0	2,022
Other Corporate	699	0	0	-106		0	593
Risk and Smoothing Reserves							
Homelessness and Housing Reserve	5,449	0	-762	0		0	4,687
Cost of Living	371	0	-200	0		0	171
Pay Pressures	3,869	0	0	-142		0	3,727
Energy Pressures	1,485	-149	-1000	0		0	336
Legal	1,840	0	0	-259		0	1,581
Project Zero	1,708	-356	0	112		0	1,464
Investment and Growth Fund	0	0	0	0		0	0
Reshaping Risk and Investment	2,574	-100	-35	-377		0	2,062
Corporate Landlord	4,947	-2143	0	0		-259	2,545
Digital Reshaping	1,412	-46	0	0		0	1,366
Budget Risk	1,000	0	0	0	-1000	0	0
Capital Reserves							
Capital	8,488	-6270	0	820		-317	2,721

Independent Living Reserve	500	0	0	0		0	500
Capital Regeneration and Levelling Up	1,458	0	0	0		576	2,034
Sub Total	67,672	-9373	-1,997	-533	-9,320	0	46,449
Ring Fenced Reserves							
Schools	2,309	0	0	0	-2309	0	0
Other Ringfenced Schools Reserves	748	0	0	0		0	748
School Deficit Reserve	2,000	0	0	0	-2,000	0	0
Housing Revenue Account	3,525	0	0	-77		0	3,448
Total Reserves	76,254	-9,373	-1,997	-610	-13,629	0	50,645

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

Directorate/Service	Original Budget	Virements Requested	Adjusted Original Budget	Projected Outturn	Variance	Use of Reserves
	2024/25	2024/25	2024/25	2024/25	2024/25	2024/25
	£'000	£'000	£'000	£'000	£'000	£'000
Learning and Skills						
Schools	119,866	0	119,866	124,175	-4,309	0
Unplanned Use of Reserves (Schools)	0	0	0	-4,309	4,309	4,309
Planned Use of Reserves (Schools)	-300	0	-300	-300	0	300
Strategy, Culture, Community Learning & Resources	6,030	74	6,104	6,167	-63	430
Directors Office	257	0	257	257	0	0
Additional Learning Needs & Wellbeing	4,535	110	4,645	5,645	-1,000	0
Standards and Provision	3,051	-184	2,867	2,867	0	34
Unplanned Use of Reserves	0	0	0	-1,063	1,063	1063
Total Learning and Skills (incl. Schools)	133,438	0	133,438	133,438	0	6,136
Social Services						
Children and Young People	21,506	271	21,777	24,891	-3,114	160
Adult Services	65,583	-406	65,177	66,738	-1,561	141
Resource Management & Safeguarding	8,438	154	8,592	9,999	-1,408	0
Youth Offending Service	716	15	731	555	176	0
Unplanned Use of Reserves	0	0	0	-5,906	5,906	5,906
Total Social Services	96,243	33	96,276	96,276	0	6,207
Environment and Housing						
Neighbourhood Services & Transport	26,734		26,734	28,910	-2,176	4
Unplanned Use of Reserves Neighbourhood Services	0		0	-1,976	1,976	1,976
Building/Cleaning Services	655		655	555	100	-100
Regulatory Services	1,638		1,638	1,638	0	0
Council Fund Housing	3,390		3,390	2,592	798	0
Public Sector Housing (HRA)	-77		-77	-77	0	0
Use of Reserves HRA	77		77	77	0	77
Total Environment and Housing	32,417	0	32,417	31,719	698	1,957
Corporate Resources						
Resources	17090	37	17,127	17,473	-346	582
Housing Benefit	-431		-431	-431	0	0
Unplanned Use of Resrves	0	0	0	-346	346	346
Total Corporate Resources	16,659	37	16,696	16,696	0	928
Place						
Regeneration	1,505		1,505	1,456	49	55
Sustainable Development	1,559		1,559	1,559		158
Private Housing	183		183	212	-29	43
Unplanned Use of Resrves	0		0	-29	29	29
Budgeted Use of Reserves	-84		-84	-35	-49	35
Total Place	3,163	0	3,163	3,163	0	320
Policy						
Members and Democratic	1666	-37	1,629	1,629	0	0
General Policy	867	-33	834	834	0	-42
Borrowing and Investments	7622		7,622	7,622	0	0
Levies and Precepts	8311		8,311	8,311	0	0
Council Tax Reduction Scheme and Arrears	10835		10,835	10,835	0	0
Total Policy	29,301	-70	29,231	29,231	0	-42
Use of Reserves	-2,360		-2,360	-1,662	-698	1,662
Grand Total	308,861	0	308,861	308,861	0	17,168

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

Appendix 2	
Directorate	Learning and Skills
Service Area	Learning and Skills

Schools						
Outturn Summary	Amended 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	124,175	-4,309	4,309	0	4,309
Planned Use of Reserves (Schools)	- 300	- 300	0		0	300
Total Schools	119,566	123,875	- 4,309	4,309	-	4,609

Q1 Monitoring Key Headlines

The projected outturn for the Delegated Schools budget for 2024/25 is an adverse variance of £4.309m.

School budgets are currently in the process of being signed off and recovery plans submitted for schools in deficit with an initial projection of £9m net deficit after allowing for carry forward balances from 2023/24. As we have observed in previous years and with consideration of ongoing workstreams to help reduce school deficits it is likely this net deficit sum will reduce as we progress through the year. 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. A more detailed analysis will be prepared as part of the Q2 monitoring in November.

Strategy Community Learning and Resources						
Outturn Summary	Amended 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	4,122	4,122	0		0	297
Community and Culture	1,980	2,043	-63	63	0	196
Directors Office	258	258	0		0	0
Total Strategy Community Learning and Resources	6,360	6,423	- 63	63	-	493

Q1 Monitoring Key Headlines

The projected outturn for the Strategy, Community Learning and Resources budget for 2024/25 is a breakeven position after planned use of reserves

Pressures associated with support to schools in the context of the challenging budgetary position, delayed implementation of savings including income generation in discretionary services and staffing pressures in the Education ICT service.

Key Pressures

Schools Redundancy Costs

Temporary Staff Resourcing Costs ICT and Data

Schools Reorganisation Costs

Delay in implementation of 2023/24 Arts Savings £65k not implemented

£107k Shortfall of the Adult Community Learning cost recovery savings in 2024/25

Savings Tracker Update

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

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 23-24	Green	14	14
Payments to Non Maintained Nursery Providers Additional Saving	Green	36	36
Move to full cost recovery position for ACL	Amber	130	0
Old Hall - 20% loss overall in Cowbridge consider alternative funding	Amber	40	0
Total		235	65

%

Proportion of Savings Achieved and Mitigated	28%
Savings not achieved in year	72%

Use of Reserves

Reserve Name	2024/25 Drawdown	Planned 2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Budget Risk	Unplanned use of reserves to offset savings not found	63
Culture & Community Learning	Adult - Welsh for Adults. Increasing costs but static grant, £59k required to balance budget	59
Culture & Community Learning	Libraries - Wifi for Penarth library	9
Culture & Community Learning	Arts - projected overspend due to budget cuts in 23/24 but still looking at options for raising additional income or utilising external income. Feasibility work is underway.	65
Education Pressures & Improvement Reserve	Strategy & Resources: Additional costs for temporary demountables at Ysgol y Deri which have been put in place whilst the expansion of the school takes place.	170
Education Pressures & Improvement Reserve	Strategy & Resources: Costs for current additional temporary staff	127
Total Use of Reserves		493

Additional Learning Needs						
Outturn Summary	Amended 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
Additional Learning Needs	4,645	5,645	- 1,000	0	-1,000	0
			0		0	0
Total Additional Learning Needs	4,645	5,645	- 1,000	-	- 1,000	-

Q1 Monitoring Key Headlines

The projected outturn for the Additional Learning Needs budget for 2024/25 is an adverse variance of £1m. The adverse variance is attributable to:-

Placements for children and young people in the Vale and reduced income for out of County placements in Ysgl Y Deri.

Key Pressures

Out of County Expenditure is currently projected to overspend by £524k in year and this is due to increased need for placements for pupils and the increased costs of the placements required.

Pooled External Placements budget for which Learning and Skills contribution 10% of any overspend which in 2024/25 is projected to be £176k 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 £300k in 2024/25.

Savings Tracker Update

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

Savings	Risk	£000's Target	£000's Value Achieved/ Projected
No Savings Targets			

Use of Reserves

Reserve Name	2024/25 Drawdown and Transfers	2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Education Pressures and Improvements Reserve	Unplanned Use of Reserve to offset ALN Overspend	1000
Total Use of Reserves		1000

Standards and Provision						
Monitoring Summary	Amended 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
			0		0	0
Standards and Provision	2,867	2,867	0		0	34
			0		0	0
			0		0	0
			0		0	0
Total Standards and Provision	2,867	2,867	-	-	-	34

Q1 Monitoring Key Headlines

The projected outturn for the Standards and Provision budget for 2024/25 is a breakeven position at this early point in the financial year.

There are pressures in the services associated with the identification of savings but it is currently expected that there may be opportunities to offset any shortfall from underspend within the service this position will be kept under review.

Key Pressures

Pressures in respect of Youth Service grant and income savings

This is expected to be offset by favourable variances against the Council's contribution for regional School Improvement Services.

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%
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Savings not achieved in year	0%
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Use of Reserves

Reserve Name	2024/25 Drawdown and Transfers	2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Education Pressures & Improvement Reserve	Standards & Provision. Inclusion - Funding for temporary Attendance Officer post at Pencoedre High School in 24/25	34
Total Use of Reserves		34

Appendix 3	
Directorate	Social Services
Service Area	Social Services

Children and Young People's Services						
Monitoring Summary	Amended 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	24,891	-3,114		-3,114	3098
Youth Offending Service	731	555	176		176	0
Total Children and Young People Services	22,508	25,446	- 2,938	-	- 2,938	3,098

Q1 Monitoring Key Headlines

The projected outturn for the Children and Young People Services budget for 2024/25 is an adverse variance of £2,938k. The adverse variance is attributable to:-
 External Placements projected overspend is £2.9m. Arrangements for bespoke accommodation and agency costs projected to be £378k - there are currently two cases where costs are projected to continue into July. Net staffing overspend of £163k projected in the Intake Team due to Agency workers covering five practitioner manager posts (to be reduced to four from August). Agency Social Workers were also employed in the Project Team which ended on 17th May at a cost of £71k. £148k of the Youth Offending Service's underspend is due to staffing vacancies.

Key Pressures

Payment for Domiciliary Care currently projected to be £126k overspent following an overspend in 23/24 of £182k. Only a small budget of £27k across the service.

Childcare/carer costs projected to cost £111k and follows an overspend of £182k in 23/24. There is no budget for this within the service.

External Placements projected overspend of £2.9m

National Minimum Fostering Allowance projected overspend of £373k. Underspends in other Third Party Payments in the Fostering Team result in a net overspend of £74k

Agency workers covering Social Worker and Practitioner Manager posts

Savings Tracker Update

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

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%
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Use of Reserves

Reserve Name	Planned 2024/25 Drawdown	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	2714
Total Use of Reserves		3098

Adult Services						
Monitoring Summary	Amended 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	66,738	-1,561	0	-1,561	141
			0		0	0
Total Adult Services	65,177	66,738	- 1,561	-	- 1,561	141

Q1 Monitoring Key Headlines

The projected outturn for the Adult Services budget for 2024/25 is an adverse variance of £1,561k. The adverse variance is attributable to:-

The Community Care budget is projecting an overspend of £2,679k. This includes all external residential care, home care, direct payments, respite and supported accommodation payments. This may be offset during the year by deferred income receipts, as past costs are recouped from house sales. This overspend is further offset by team underspends, mostly relating to staffing, which include the Vale Community Reablement Service £344k, Long Term Care Team £81k, Older Peoples Mental Health Team £119k, Occupational Therapy Team £90k, Learning Disabilities Social Work Team £235k, Learning Disabilities Day Services Team £133k and Mental Health Social Work Team £90k.

Key Pressures

The Community Care Budget is the key pressure, with a current projected overspend of £2,679k. This reflects the increased number of complex care hours and some delay on the implementation of savings associated with this budget area.

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	
Day services remodelling & full cost recovery	Red	180	180
Fee review & full cost recovery	Green	5	5
Telecare Expansion & fee review	Amber	20	20
Adult Transport Review	Red	5	5
Releasing time to care	Red	300	100
Continuing Health Care	Amber	250	250
Hen Goleg	Red	50	0
Deferred Income	Green	300	300
Total		1210	860

%

Proportion of Savings Achieved and Mitigated	71%
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Savings not achieved in year	29%
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Use of Reserves

Reserve Name	Planned 2024/25 Drawdown	Planned 2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Risk, Reshaping and Investement Reserve	Invest to Save Releasing Time to Care	141
Social Services	Unplanned use of reserves to offset overspend	1561
Total Use of Reserves		1702

Resource Management and Safeguarding

Monitoring Summary	Amended 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	8,592	9,999	-1,408		-1,408	1408
			0		0	0
Total Resource Management & Safeguarding	8,592	9,999	- 1,408	-	- 1,408	1,408

Q1 Monitoring Key Headlines

The projected outturn for the Resource Management and Safeguarding budget for 2024/25 is an adverse variance of £1,561k. The adverse variance is attributable to:- The 3 residential homes- Southway TownMill rd Cowbridge 650k, Ty dewi Sant Cedar Way Penarth 330k and Cartref Porthceri Barry 576k over the budget. This is because of agency staff being employed, also the cost of food supplies and premises costs for the facilities have increased dramatically.

Key Pressures

Residential Homes key pressures are the employment not being recruited or going on long time sick, which then we have to rely on agency staff (which is more expensive due to short notice)
Also the food for residents has increased in cost. The water rates, electric and gas costs alongside other general premises costs have also risen this year.

Savings Tracker Update

The current position in relation to Resource Management and Safeguardings savings target for 2023/24 and 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
Debt Recovery	Green	30	30
Direct Payment Review	Green	10	10
Deferred Payment Arrangement fee (income)	Amber	13	13
Total		296	296

%

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

Savings not achieved in year	0%
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Use of Reserves

Reserve Name	Planned 2024/25 Drawdown	Planned 2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Social Services	Unplanned use of reserves to offset overspend	1408
Total Use of Reserves		1408

Appendix 4	
Directorate	Neighbourhood Services and Housing
Service Area	Neighbourhood Services and Transport

Neighbourhood and Transport						
Monitoring Summary	Amended 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	63	163	- 100	100	-	100
Engineering, Structures and Highways Development	1,981	1,981	-	0	-	0
Car Parks	-752	-652	- 100	100	-	100
Waste, Parks and Highways Operational	17,939	19,915	- 1,976	1,976	-	1776
Transportation and Enforcement	7,056	7,056	-	0	-	0
Leisure and Community Centres	447	447	-	0	-	4
Total Neighbourhood and Transport	26,734	28,910	- 2,176	2,176	-	1,980

Q1 Monitoring Key Headlines

The projected outturn for the Neighbourhood and Transport budget for 2024/25 is an adverse variance of £1.6m. The adverse variance is attributable to:-

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.

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 Pressures in respect of Highway Maintenance estimated to be in the region on £1m based on the outturn for 2023/24.

Pressures relating to Market Forces for HGV Drivers which are estimated to be in the region of £600k in 2024/25.

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	70
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	10
Garage Generation of additional income	Amber	10	2
Charging for public use of Electric vehicle chargers	Amber	7	1
Invest to Save Pest Control (Shared Regulatory Services)	Amber	50	
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 buildings	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 Opportunities	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	191
Deploy an additional Enforcement car	Amber	10	10
Asset Transfers Single use Facilities	Red	100	20
Total		1862	1284

%

Proportion of Savings Achieved and Mitigated	69%
Savings not achieved in year	31%

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 found	576
Reshaping, Risk and Investment	Play resources for Schools	4
Neighbourhood Services	Unplanned use of Reserves Overspend	1400
Total Use of Reserves		1980

Building Services

Monitoring Summary	Amended 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
			0		0	0
Building/Cleaning Services	655	555	100		100	100
			0		0	0
Total Building Services	655	555	100	-	100	100

Q1 Monitoring Key Headlines

The projected outturn for the Building Services budget for 2024/25 is an favorable variance of £100k. The projected trading surplus is £100k which will be transeferred in 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	Amended 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
			0		0	0
Regulatory Services	1,638	1,638	0		0	0
			0		0	0
Total Regulatory	1,638	1,638	-	-	-	-

Q1 Monitoring Key Headlines

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

Key Pressures

Whilst despite the invest to save initiative eing implemented for Pest Contol 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	0
Total		50	0

%

Proportion of Savings Achieved and Mitigated	0%
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Savings not achieved in year	100%
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Use of Reserves

Reserve Name	Planned 2024/25 Drawdown	Planned 2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Total Use of Reserves		0

Council Fund Housing

Monitoring Summary	Amended 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
			0		0	0
Council Fund Housing	3,390	2,592	798		798	0
			0		0	0
			0		0	0
Total General Fund Housing	3,390	2,592	798	-	798	-

Q1 Monitoring Key Headlines

The projected outturn for the Council Fund Housing budget for 2024/25 is a favourable variance of £100k. 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.

Vacant posts due to secondments to grant funded schemes,

Key Pressures

Accommodation to meet the needs of homeless people and families currently based at the Holiday Inn Express

Savings Tracker Update

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

Savings	Risk	£000's Target	£000's Value Achieved/ Projected
Budget Adjustment Pre Tenancy Adviser and Voluntary Assisted Tenancies budget	Green	20	20
Miscellaneous	Green	8	8
Total		28	28

%

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

Savings not achieved in year	0%
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Use of Reserves

Reserve Name	2024/25 Drawdown and Transfers	2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Total Use of Reserves		0

Appendix 5	
Directorate	Corporate Resources
Service Area	Corporate Resources

Corporate Resources						
Monitoring Summary	Amended 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	4,388	10	0	10	-12
Corporate ICT	5,224	5,279	55	0	55	167
Property Services	401	241	- 160	0	-160	0
Facilities	1,582	1,922	340	0	340	0
Legal & Democratic Services	3,273	3,299	26	0	26	102
Policy & Business Transformation	584	559	- 25	0	-25	260
Human Resources (inc. SCWWDP)	1,685	1,785	100	0	100	65
Unplanned Use of Reserves	-	-	-	-346	-346	346
Total Corporate Resources	17,127	17,473	346	- 346	-	928

Outturn Key Headlines

The projected outturn for the Corporate Resources budget for 2024/25 is an adverse variance of £346k. The adverse variance is attributable to:-

- Finance overspend of £10k. This relates to Oracle legacy costs.
- Corporate ICT overspend of approximately £55k. This mainly relates to printing and Microsoft Licensing costs. Savings are expected in respect of the Council's telephony service during the year which will improve the final outturn position.
- Unrealised savings assigned to Facilities in relation to the Docks Offices and Security costs. Anticipated overspend is approximately £340k.
- Legal & Democratic Services overspend of approximately £26k. Mainly relates to the cost of consultancy payments, agency costs, Legal Services income target and the cost of the Coroner service. Additional Registrars income is offsetting most of the service overspend.
- Human Resources overspend of approximately £100k. This mainly relates to the cost of the Council's counselling service and occupational health.

The adverse variance of £531k is offset by favourable variances in Property and Policy & Business Transformation of £160k and £25k respectively.

The budget adjustment of £37k is in respect of a virement from Policy in respect of the Mayor's budget.

The anticipated overspend of £346k will be funded by an unplanned drawdown of £238k from the Corporate Resources reserve and a drawdown of £108k from the Budget Risk reserve.

Key Pressures

Annual Microsoft Licensing Cost. Funding of increased annual cost (£62k) is dependent on achieving savings on corporate telephony. This is ongoing.

Ringfenced funding for Energy costs (£695k) has been set aside as part of the 2024/25 budget proposals and will be allocated based on actuals.

Delayed disposal of the Dock Offices approximately £295k.

Savings target for security services - £95k.

Legal Services income shortfall, agency staff costs and consultancy services approximately £155k.

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. 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.

Savings Tracker Update

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

Savings	Risk	£000's Target	£000's Value Achieved/ Projected
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. Achieving the saving is dependent on the LUF bid.	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. Savings target is £95k.	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 by £50k. There is some risk if urgent need arises.	Green	50	50
Directorate Fees & Charges. Annual inflationary increases on fees and charges. Additional amount is £35k.	Green	35	35
HR & OD. Manual Handling has relocated from BSC2 to the Civic Offices. Savings on rental & other associated costs is £12k.	Green	12	12
Welsh Church Acts Recharge. Recharge Council officer time for professional services provided. This is yet to be implemented.	Green	10	0
Property Fees & Charges. Increased income from capital schemes of £50k. 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. Hourly rates of Legal Services staff increased to achieve the additional income target of £5k.	Green	5	5
HR & OD - Shared Cost AVC – implemented from August 2023. Target saving for 2024/25 is £10k. This is in addition to the target saving of £25k for 2023/24. Achieving the full target of £35k is dependent on staff takeup.	Green	10	10
Communications, Participation & Equalities Group. Media Monitoring System saving of £13k. Supplier was served notice that the Council would not be renewing the annual licence for 2024/25.	Green	13	13
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. Tender prices for the new contract are expected by the end of August 2024.	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	5
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. Reductions applied but there may be savings issues i.e. the cost of postage as historical debt recovery activity is increased.	Green	8	8
Legal & Democratic Services – Mayors Office budget reduction. 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. The full saving of £339k will not be achieved as a result of consultation processes and the delayed introduction of changes.	Amber	339	250
Total		1292	913

% 16

Proportion of Savings Achieved and Mitigated	71%
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Savings not achieved in year	29%
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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 & Engagement Intern x 2	106
Corporate Resources	Temporary Staff Engagements (Communications & Improvement & Development)	71
Pay Pressures Reserve	To fund Early Retirement and Redundancy Costs in the Service	124
Legal Reserve	Trainee Lawyer & Senior Lawyer – Legal	99
Reshaping Reserve	Temporary Engagements (BI Team)	167
Reshaping Reserve	Overseas Post and Temporary Admin Post	65
Regional Internal Audit Reserve	Regional Internal Audit Service	-50
Corporate Resources	Unplanned Use of Reserves to Offset Overspend	238
Budget Risk	Unplanned Use of Reserves to Offset Savings	108
Total Use of Reserves		928

Housing Benefit

Monitoring Summary	Amended 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	0	-431	-431	0	0
Total Housing Benefit	- 431	-	- 431	- 431	-	-

Outturn Key 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%
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Savings not achieved in year	0%
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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		
Total Use of Reserves		0

Appendix 6	
Directorate	Place
Service Area	Place

Place						
Monitoring Summary	Amended 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
Regeneration	1,505	1,456	49		49	55
Sustainable Development	1,559	1,559	0		0	158
Private Housing	183	212	-29		-29	43
Unplanned Use of Reserve	0	0	0	29	29	29
Use of Reserves	-84	-35	-49		-49	35
Total Place	3,163	3,192	- 29	29	-	320

Outturn Key Headlines

The projected outturn for the Place budget for 2024/25 is a breakeven position at year-end. Fee income has improved since the introduction of the Discretionary Adaptations Grants. Monitoring will continue, to ensure that the Private Housing Team achieve a balanced budget. We are in final discussions with Social Services colleagues re timeline of Reshaping move to Social Services which could offer significant savings for adaptations.

The proposed Head of Service post for the Project Management Unit is to be partly-funded from reserves in 2024/25 but, as the post is unlikely to be filled before November, both the costs and subsequent drawdown from reserves have been reduced accordingly in the above table.

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	5
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	235

	%
Proportion of Savings Achieved and Mitigated	82%
Savings not achieved in year	18%

Use of Reserves

Reserve Name	Planned 2024/25 Drawdown	Planned 2024/25 Drawdown
	Brief Description of purpose of drawdown	£000's
Place reserve	Removal of old toilet block at Cosmeston Medieval Village	10
Place reserve	Footpath condition survey	15
Porthkerry car parking reserve	Repairs to Porthkerry cafe cesspit	15
Place reserve	Occupational Therapist funding	43
Place reserve	Tourism marketing	10
Place reserve	Internal fit out costs for The Engine Room	30
Place reserve	Placemaking branding	15
Place reserve	Local Development Plan (LDP) funding 24/25	100
Pay Pressure Reserve	Redundancy & Early Retirement costs	18
Budget Risk reserve	Savings shortfall	29
Total Use of Reserves		285

Appendix 7	
Directorate	Policy
Service Area	Policy

Policy						
Monitoring Summary	Amended 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	0	1,629	0	1,629	0
General Policy	834	0	834	0	834	0
Borrowing and Investments	7,622	0	7,622	0	7,622	0
Levies and Precepts	8,311	0	8,311	0	8,311	0
Council Tax Reduction Scheme and Arrears	10,835	0	10,835	0	10,835	0
Total Policy	29,231	-	29,231	-	29,231	-

Outturn Key Headlines

The projected outturn for the Policy budget for 2024/25 is a breakeven position at year end.

Key Pressures

- Pressures on Council Tax Reduction Scheme.
 - Corporate costs for surplus properties held by the Council for which there is no service budget.
- Potential favourable variances Use of reserves for Internal Borrowing and therefore associated reduced borrowing costs.

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	Amber	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
Election Expenses	Transfer to Reserves Local Election	-42
Total Use of Reserves		-42

			£'000	£'000	£'000	%				
Directorate	Description of Saving Proposal	Saving								
		Category	2023/24	2023/24	2024/25	Value Achieved/ Expected to be	Percentage	Overall RAG Status	Comments/Narrative	
			Status							
Learning and skills	Review Arts Provision	Tactical	Service Review	65	2023/24 NO			0%	Review Ongoing	Draft memorandum of understanding with arts friends groups re income generation and support completed. Income programme for events at Arts Centre being finalised.
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		0%	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		0%	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 savings from early September - this will
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 - SPF 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	201	46%		
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 (autumn 24?)
Social Services	Reduced building rental	Tactical	Corporate Asset Strategy		2024/25	50		0%	Red	Part of wider asset reorganisation review overall costs and savings position this saving 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		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. Posts have been developed but are awaiting regrading. 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 CC finance colleges and corporate finance
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	1,156	66%	
Neighbourhood and Housing	Review Car Park Provision	Tactical	Corporate Asset Strategy	50	2023/24 NO			-	Progress in 24/25	Parking Cabinet Report due in September/October 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	Parking Cabinet Report due in September/October additional Transformation resources to support this project	
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 need to keep under review	
Neighbourhood and Housing	Rationalisation of Public Conveniences	Tactical	Corporate Asset Strategy		2024/25	100	70	70%	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 sponsorship	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 Amenities	Tactical	Service Review		2024/25	10	10	100%	Amber	Approach implemented June 2024	
Neighbourhood and Housing	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 Calveinstan and Murch. Targetted	
Neighbourhood and Housing	Rationalise Winter Maintenance Gritting Routes	Tactical	Service Review		2024/25	15	15	100%	Amber	Saving likely to be made by reduction of gritter.	
Neighbourhood and Housing	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 Housing	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 Housing	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 Housing	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 is expected to be achieved
Neighbourhood and Housing	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. Update business support review underway and with job evaluation. Saving will be made
Neighbourhood and Housing	Decommission of foam stream equipment	Tactical	Service Review		2024/25	14	14	100%	Amber	This equipment has been decommissioned
Neighbourhood and Housing	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 Housing	Review of Street Cleansing Service	Tactical	Service Review		2024/25	191	191	100%	Amber	This work is ongoing but the savings target is expected and on target to be achieved.
Neighbourhood and Housing	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 Housing	Garage Generation of additional income	Transformational	Service Transformation		2024/25	10	2	20%	Amber	MOTs increased and promoted via Staffnet
Neighbourhood and Housing	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 Housing	Invest to Save Pest Control (Shared Regulatory Services)	Transformational	Service Transformation		2024/25	50		0%	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 Housing	Parkwood VAT relief	Tactical	Service Review		2024/25	70	35	50%	Amber	Cabinet Report due to be brought in October
Neighbourhood and Housing	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 Housing	Increase income charges for highway development	Tactical	Generating Income		2024/25	50	50	100%	Amber	Linked to commuted sums
Neighbourhood and Housing	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 Housing	Holm View	Transformational	Service Transformation		2024/25	55	55	100%	Amber	Utilities decommissioned. Potential alternative use subject to a Cabinet Report.
Neighbourhood and Housing	Asset Transfers Single use Facilities	Transformational	Target Operating Model		2024/25	100	20	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 Housing	Budget Adjustment Pre Tenancy Adviser and Voluntary Assisted Tenancies budget	Tactical	Service Review		2024/25	28	28	100%	Green	Budget Adjustment - achieved
Neighbourhood and Housing	Miscellaneous	Tactical	Service Review		2024/25	8	8	100%	Green	Miscellaneous Budget Adjustments - achieved
Subtotal Directorate Neighbourhood and Housing						920	1,898	66%		
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 wedding offer including drinks and food.	
Place	Building Control	Tactical	Generating Income		2024/25	10	5	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						200	0	286	255	83%	
Resources	Review Docks Office Site	Tactical	Corporate Asset Strategy	200	2023/24 NO			7	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%	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.
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 school.	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 Offices.	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 maintenance	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 Handling team	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	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	Tactical	Generating Income		2024/25	10	0	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	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	Tactical	Service Review		2024/25	5	5	100%	Green	Hourly rates of Legal Services staff increased.	
Resources	HR & Organisational Development: Shared Cost AVCs Reduced employer national insurance	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 £20k. Overall annual target is £25k	
Resources	Communications, Participation & Equalities Group: Media Monitoring System Reduction in the costs associated with the	Tactical	Service Review		2024/25	13	13	100%	Green	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	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	Tactical	Digital Strategy		2024/25	10	5	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 processing the scanning	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	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 £27k from Policy	
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	936	60%	
Policy	Mayor's hospitality budget and twinning savin	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		
Policy	MRP Policy Change	Tactical	Technical		2024/25	600	600	100%	Amber	Dependent on approval by Governance and Audit Committee	
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	Comunications, 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	5,836	72%		