

THE VALE OF GLAMORGAN COUNCIL

CORPORATE PERFORMANCE AND RESOURCES SCRUTINY COMMITTEE:
26TH MARCH, 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

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 01/04/2024	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 Commerical 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

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	

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

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.

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.

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		

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%