

Meeting of:	<b>Cabinet</b>
Date of Meeting:	<b>Thursday, 29 February 2024</b>
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Quarter 3 Revenue Monitoring 2023/24
Purpose of Report:	To advise Cabinet of the Quarter 3 Revenue Monitoring position for 2023/24
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 is a matter for Executive decision by Cabinet.

**Executive Summary:**

The table below sets out the Original Budget and Revised Budget for approval by Directorate.

Directorate	Amended Budget 2023/24 £000's	Projected Outturn 2023/24 £000's	Variance £000's	Unplanned Use of Reserves £000's	Residual Variance 2023/24 £000's	Use of Reserves 2023/24 £000's
Schools	114,239	115,089	850	-850	0	9,600
Learning and Skills	14,090	14,668	578	-578	0	1,292
Social Services	85,460	93,098	7,638	-5,052	2,586	9,051
Environment and Housing	32,009	33,359	1,350	-300	1,050	550
Corporate Resources	16,641	16,356	-285	0	-285	430
Place	3,401	3,503	102	-102	0	495
Policy	30,678	27,327	-3,351	0	-3,351	-42
Use of Reserves	-2,096	-2,096	0	0	0	2,096
<b>Total</b>	<b>294,422</b>	<b>301,304</b>	<b>6,882</b>	<b>-6,882</b>	<b>0</b>	<b>23,472</b>
Housing Revenue Account	<b>15,538</b>	<b>15,538</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Adjusted Total</b>	<b>309,960</b>	<b>316,842</b>	<b>6,882</b>	<b>-6,882</b>	<b>0</b>	<b>23,472</b>

The revenue position for 2023/24 continues to reflect challenging demand and inflationary pressures, with increasing demand in respect of Children’s and Adults Social Care and 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. The Council is also experiencing continued inflationary pressures in respect of School Transport. Across services inflationary pressures are also being experienced in respect of pay, most notably where market forces are being utilised and for the funding gap between provision for the 2023/24 pay award and the flat rate pay award for 2023/24.

The Council has identified a number of steps to be taken in year to help mitigate this emerging overspend and safeguard reserves, this includes tighter controls on expenditure and recruitment and a review of the Capital programme. The Corporate Resources Directorate has identified a potential underspend of £285k to be offset against emerging overspends and there is a projected underspend of £1m against Council tax income due to the projected collection of arrears, new properties, changes in allowances and premiums on empty homes in addition to surpluses on investment income and borrowing costs.

Challenging savings and efficiency targets have been set for 2023/24; this includes a target of £2.75M for schools and £4.628M of Corporate savings. The progress against these savings targets is reflected in the Appendix and summarised in the table below.

Directorate	Target	Projected	% Achieved	Mitigation	Mitigation Achieved %	Shortfall	Shortfall %
	£'000s	£'000s		£'000s		£'000s	£'000s
Policy	1,615	1,615	100%	-	0%	-	0%
Resources	582	331	57%	250	43%	1	0%
Neighbourhood and Housing	1,000	640	64%	40	4%	320	32%
Learning and skills	564	383	68%	-	0%	181	32%
Social Services	681	556	82%	-	0%	125	18%
Place	265	173	65%	-	0%	92	35%
<b>Total</b>	<b>4,707</b>	<b>3,698</b>	<b>79%</b>	<b>290</b>	<b>6%</b>	<b>719</b>	<b>15%</b>

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

As at	Balance 01/04/2023	Capital Funding	Planned Transfer (from) reserves	Planned Transfer to reserves	Unplanned Drawdown from Reserves	Estimated Balance 31/03/2024
	£'000	£'000	£'000	£'000	£'000	£'000
General Fund	11,523	-	-496	0	-850	10,177
Insurance	4,877	-	0	0	0	4,877

Service Reserves	22,521	-154	-6,325	2,842	-6,031	12,853
Risk and Smoothing Reserves	29,802	-1,302	-3,780	-944	-	23,776
Capital	17,726	-10,825	443	-1,898	-	5,446
Schools	7,254	-	-174	0	-6,677	403
Housing Revenue Account	16,486	-15,537	0	0	0	949
<b>Total</b>	<b>110,190</b>	<b>-27,818</b>	<b>-10,331</b>	<b>-0</b>	<b>-13,558</b>	<b>58,481</b>

## **Recommendations**

1. That the position with regard the Authority's 2023/24 Revenue Budget be noted and the report be referred to Corporate Performance and Resources Scrutiny Committee for review.
2. That Cabinet approve the Budget Virements for 2023/24 presented in this report.

## **Reasons for Recommendations**

1. To inform Cabinet and Corporate Performance and Resources Scrutiny Committee of the projected revenue outturn for 2023/24.
2. To update the revised budget for a proposed virement for increased energy costs in Council Buildings and to correct the allocation of funding between Adult Services and Children and Young People Services.

## **1. Background**

- 1.1 Council on 6th March, 2023 approved the revenue budget for 2023/24 (minute no 779) and earlier in the year Council on 11th January, 2023 approved the Housing Revenue Account budget for 2023/24 (minute number 607). There is an approved drawdown from the Council Fund of £496K during 2023/24 and £2.8M from other specific reserves.

## **2. Key Issues for Consideration**

### **Emerging Corporate Pressures**

- 2.1 The revenue position for 2023/24 continues to be challenging for the Council both operationally and financially due to the ongoing implications of the Cost of Living Crisis, support for Ukrainian refugees and other resettlement schemes, inflationary pressures. The Council has continued to see additional pressures as a result of these factors particularly across Education, Housing and Social Services.

### **Revenue Financial Position**

- 2.2 The table below details the revised budget and reflects any requested virements. The use of reserves will be necessary to address emerging inflationary pressures and deliver projects across the service.
- 2.3 In recognition of the deterioration of the in year revenue monitoring position based on the previous Quarter 2 full year projections and the need to identify in year savings, safeguard reserves for future volatility and maximise the accuracy of the projections a number of steps have been taken by the Senior Leadership Team and managers across the Council in recent months as set out below.

- Tighter controls around non essential expenditure and recruitment.
- Senior Leadership Team review of **capital programme**
- Senior Leadership Team review of **use of reserves**, with all requests for use routed via Section 151 Officer and Chief Executive
- Senior Leadership Team to determine savings to **bring forward into 2023/24**

2.4 The overall position at Quarter 3 shows continued and sustained pressures across Social Care and continuation of pressures in respect of road maintenance and school transport which have been consistent in both 2022/23 and 2023/24 some of this pressure is addressed as part of the 2024/25 budget proposals on this agenda. Pressure is also reported in respect of unrealised savings and income across services. The overall position reflects in unplanned use of reserves of £6.9m in 2023/24 plus a further £6.7m of school balances.

2.5 The Council is fortunate to have sizable reserves that will help it manage some of this emergent in year volatility. These reserves will also need to be utilised to implement initiatives to enable transformational change to adapt services and utilise opportunities around the use of digital solutions and alternative ways of working to continue to deliver the Annual Delivery Plan objectives and safeguard services for the vulnerable. The scale of pressures in the Social Care, Education and Housing sectors are significant and pose a challenge both in year and over the medium term financial plan and this is explored further later in this report.

Table 1 – Forecast Outturn 2023/24

Directorate/Service	Revised Budget	Budget Virements	Revised Budget	Projected Outturn	Variance	Use of Reserves
	£000	£000	£000	£000	£000	£000
<b>Learning and Skills</b>						
Schools	115,439	-	115,439	116,289	850	7,550
Use of Reserves (Schools)	-1,200	-	-1,200	- 2,050	- 850	2,050
Strategy, Culture, Community Learning and Resources	6,714	40	6,754	7,230	476	679
Directors Office	252	-	252	252	-	-
Additional Learning Needs and Wellbeing	4,113		4,113	4,228	115	647
Standards and Provision	2,971	-	2,971	2,958	- 13	- 34
Additional Savings/Unplanned Use of Reserves	0	-	0	- 578	-578	-
<b>Total Learning and Skills (incl. Schools)</b>	<b>128,289</b>	<b>40</b>	<b>128,329</b>	<b>128,329</b>	<b>-</b>	<b>10,892</b>
<b>Social Services</b>						
Children and Young People	18,514	105	18,619	22,989	4,370	3,980
Adult Services	58,301	-105	58,196	61,424	3,228	4,692
Resource Management and Safeguarding	7,729	200	7,929	8,136	207	379

Youth Offending Service	716	-	716	549	- 167	
Additional Savings/Unplanned Use of Reserves	0	-	0	- 5,052	-5,052	-
<b>Total Social Services</b>	<b>85,260</b>	<b>200</b>	<b>85,460</b>	<b>88,046</b>	<b>2,586</b>	<b>9,051</b>
<b>Environment and Housing</b>						
Neighbourhood Services and Transport	28,207	200	28,407	29,757	1,350	500
Building/Cleaning Services	0	-	0	-	-	50
Regulatory Services	1,668	-	1,668	1,668	-	-
Council Fund Housing	1,934	-	1,934	1,934	-	-
Public Sector Housing (HRA)	15,538		15,538	15,538	-	-
Additional Savings/Unplanned Use of Reserves		-		- 300	- 300	
<b>Total Environment and Housing</b>	<b>47,347</b>	<b>200</b>	<b>47,547</b>	<b>48,597</b>	<b>1,050</b>	<b>550</b>
<b>Corporate Resources</b>						
Resources	16,389	683	17,072	16,787	- 285	430
Housing Benefit	692	-1,123	-431	- 431	-	-
<b>Total Corporate Resources</b>	<b>17,081</b>	<b>-440</b>	<b>16,641</b>	<b>16,356</b>	<b>- 285</b>	<b>430</b>
<b>Place</b>						
Regeneration	1,494	-	1,494	1,494	-	221
Development Management	1,726	-	1,726	1,726	-	130
Private Housing	181	-	181	283	102	42
Additional Savings/Unplanned Use of Reserves	0	-	0	-102	- 102	102
<b>Total Place</b>	<b>3,401</b>	<b>0</b>	<b>3,401</b>	<b>3,401</b>	<b>-</b>	<b>495</b>
<b>Policy</b>						
General Policy	30,678	-	30,678	27,327	-3,351	-42
<b>Total Policy</b>	<b>30,678</b>	<b>0</b>	<b>30,678</b>	<b>27,327</b>	<b>- 3,351</b>	<b>- 42</b>
Use of Reserves	-2,096	0	-2,096	- 2,096	-	2,096
<b>Grand Total</b>	<b>309,960</b>	<b>0</b>	<b>309,960</b>	<b>309,960</b>	<b>0</b>	<b>23,172</b>

## Budget Virements Requested

2.6 Table 1 reflects the proposed 2023/24 Revised Budget and this includes the following.

- A budget virement request totalling £440k transferring £200k to Social Services to contribute to increased energy costs in Council run Care Homes, £200k to meet additional energy costs in Leisure Centres and £40k to meet additional energy costs at the Penarth Pier Pavilion.
- There is also a virement requested for £105k to reduce Adult Services and Increase Children and Young People's Services and this corrects the allocation of cost pressures associated with supplier uplifts as part of the 2023/24 budget process.
- There is a virement is requested within Corporate Resources to correct the reallocation of recharges made as part of the Q2 monitoring.

## Learning and Skills

- 2.7 The Learning and Skills revised budget was set at £128.289m as part of the Q2 Monitoring for 2023/24 and includes use of reserves of £1.2M to support the schools budget. There is a further virement request as part of this report of £40k to fund additional revenue costs at Penarth Pier Pavilion. The Budget assumed £2.75M efficiencies for schools and £564K corporately.
- 2.8 It is currently projected that schools will outturn with a net £850k shortfall which will necessitate a contribution from the Council's General Fund. Work will continue with schools to try and achieve balanced budgets and schools are being challenged where appropriate and work is ongoing to support schools in reducing deficits where possible.
- 2.9 The projected outturn for Learning and Skills in 2023/24 is an adverse position of £578k which will need to be mitigated by additional savings identified in year or a draw down from the services' reserves and is further detailed in Appendix A.
- 2.10 Key pressures within the directorate include the following:
- Retirement and Redundancy costs in schools - Schools are responsible for paying the early retirement costs for any staff that leave but a scheme has been in place for a number of years where the Early Retirement/Voluntary Redundancy budget pays the one-off costs related to a teacher leaving and then the cost is recharged to the school over an agreed number of years. The additional net costs for this year will be in the region of £53k. A total of £299k will therefore be transferred from the Corporate Pay Pressures Reserve to offset these additional costs.
  - School Transport costs - there is currently a projected overspend of £646k which is an increase of £79k from quarter 2.
  - Reduction in Out of County Income for pupils from other Local Authorities attending Special Schools and Resource Bases. The projected income is dropping significantly each year as out of county pupils leave the school. This £195k shortfall will be met from reserves unless any in-year savings are found however, this is not sustainable.
  - Children's Placement Costs - This budget pays for provision at out of county and independent schools and is currently projected to overspend by £265k. This is an increase of £139k since quarter 2. A total of £118k will be funded from the ALN Implementation Grant and the balance of £147k will be funded from reserves.
  - Additional Welsh Medium Provision – Due to increased need a new Welsh Medium Resource Base is being set up at Gwaun Y Nant from January 24. The existing provision at Whitmore Resource Base and Hafan Resource Base (Gladstone school) was increased from September 2023. The estimated costs for this financial year are in the region of £225k. These costs will be funded from the ALN Implementation Grant in 2023/24.

- 2.11 Likely use of reserves includes the following:
- £850K transferred to reserves from the 2022/23 surplus to support pupils with Additional Learning Needs in Schools.
  - £200K transferred to reserves from the 2022/23 surplus to support schools in Special Measures.
  - Additional costs for temporary demountables at Ysgol Y Deri £181k
  - £299K from the Pay Pressures reserve to fund the costs of Early Retirement and Redundancy in Schools.
  - Other transfers are detailed in the appendix.

## **Social Services**

- 2.12 The Social Services revised budget set at £85.260m for 2023/24 at Q2 Monitoring. A virement of £200k is requested to reflect the increased energy costs associated with Council run care homes. A further virement of £105k is also requested to reallocate funding for supplier uplifts between Children and Young People's Services and Adult Services. The Budget assumed £600k efficiencies which are currently on track to be achieved in year. The budget position is detailed in Appendix B.
- 2.13 The Social Services Budget programme continues in 2023/24 and will utilise a contribution of £1.828M of funding and additional efficiency savings of £81K to reduce the use of reserves as part of the agreed five year programme period. It is proposed that, in the context of the significant cost pressures being reported by the service during the 2023/24 financial year and also in future years, these funding requirements should be consolidated with the other Directorate cost pressures to enable a single and more strategic programme of transformation to be developed for future years.
- 2.14 The Social Services budget is also expected to utilise £2M of step in funding from the Social Services reserve as commissioning of Social Services care hours has increased in excess of the initial projections for 2023/24.
- 2.15 The projected outturn for Social Services in 2023/24 is an adverse variance of £7.638M which will need to be mitigated by additional savings identified in year or the unplanned use of reserves and further detailed in Appendix B.
- 2.16 The planned drawdown from reserves for 2023/24 is £3.999M with a further £5.052M required to offset the additional adverse variance this poses significant additional budgetary pressures that will need to be addressed as part of the 2024/25 budget proposals and will leave the balance in the Social Services reserve at £964k. To manage volatility in future years an additional £3m of reserves has been allocated to the Social Services Reserves in 2023/24 through a review of reserve balances and this is reflected in the reserves table below and the Final Budget Proposals report also on this Cabinet agenda.



- 2.17 Key pressures in addition to the reserves funding set out below within the directorate include the following:
- Rising cost 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 which can in part be explained by a return to care following Covid and also Demographic pressures as well as an increase in complexity care giving rise to more double handed care arrangements.
  - The service is also reporting an increase in residential and nursing placements, an increase in direct care placements and respite.
- 2.18 Likely use of reserves includes the following:
- £2M use of reserves to reflect increased take up of commissioned hours at a more rapid pace than the budget has allowed for, the base budget will be corrected as part of the planning for 2024/25.
  - £1.363M use of reserves for Children's Services to support additional costs associated with Market forces payments, adoption allowances and legal costs.
  - £257k for Resource Management and Safeguarding as part of the Social Services budget programme.
  - £379k for Adult Services as part of the Social Services budget programme.
  - Additional use of reserves to offset the additional costs of placements and care hours is likely to be required to reflect the increased need £2.435M.
  - Additional use of reserves to offset additional costs of Children's placements and legal costs £2.617M.

### **Environment and Housing**

- 2.19 The Environment and Housing budget revised budget is requested to be amended to £32.009M which reflects a further budget virement is requested of £200k for additional energy costs in Leisure Centres as required as part of the Parkwood Contract.
- 2.20 The Budget assumed £1M efficiencies some of which are on track to be achieved, some are delayed and some have been mitigated by projected additional income generated in year. The budget position is detailed in Appendix C.
- 2.21 The projected outturn for Environment and Housing in 2023/24 is an adverse variance of £1.150M after an unplanned drawdown from reserves of £300k to address the emerging highways patching and potholes overspend and this is further detailed in Appendix C.
- 2.22 Key pressures within the directorate include the following:
- Highways patching and pot holes projected overspend £1.3m.

- Staffing budgets – market forces payments to HGV drivers approximate costs £350k.
- These overspends are offset by £300k underspend rates rebate on sites across Neighbourhood Services sites including car parks.
- Ash die back – work continues and £200k drawdown from reserves is assumed for this.
- Additional costs associated with Parkwood Leisure contract due to increased energy costs as part of the contract £200k which will be met by a virement from Corporate Resources requested as part of this report.
- Accommodation to meet the need of homeless people and families currently resettled within the Vale.
- Cost of providing support to assist Ukranian families moving into the Eagleswell school site.

2.23 Likely use of reserves includes the following:

- £200k for Ash die Back
- Unplanned drawdown from Neighbourhood Services reserves of £300k.

2.24 Trading Estate - The Building Maintenance and Building Cleaning and Security Trading Accounts are currently projected to outturn on budget. There is a planned drawdown from reserves of £50K to fund the cost of apprenticeship posts.

2.25 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. The Revised budget reflects the amended 2023/24 budget which is further detailed in the specific HRA report included on the Cabinet agenda for 16th November 2023.

### **Corporate Resources**

2.26 The Corporate Resources revised budget for 2023/24 is set at £17.081M after a transfer for Corporate Recharges of £12.701M made as part of the Q2 monitoring. A further virement is now requested to transfer £440k of the additional energy provision in 2023/24 to service departments the amended budget for Corporate Resources will be £16.641M. A virement within Corporate Resources is also requested to correct the allocation of central recharge adjustments within the Directorate.

2.27 The Budget assumed £582K efficiencies which whilst some are delayed in year will be mitigated by underspends elsewhere in the service so the savings target will be achieved in year. The budget position is detailed in Appendix D.

2.28 The projected outturn for Corporate Resources in 2023/24 is a favourable variance of £285k and largely relates to the Office Accommodation budget; this position is further detailed in Appendix D.

- 2.29 Key pressures within the directorate include the following:
- Delays to the implementation of 2023/24 savings initiatives such as the reorganisation of Council Office space which impacts savings proposals for Docks Office and Contact OneVale.
  - Coroner Services Overspend £70K.
  - Legal Services Income Shortfall
  - Annual Microsoft Licencing Cost

2.30 Likely use of reserves consists of £430K from reserves for staffing costs.

### **Place**

2.31 The Place revised budget was set at £3.401M as part of the Q2 Monitoring.

2.32 The Budget assumed £265K efficiencies which are currently on track to be achieved in year with the exception of £20K against private housing which is delayed due to the delayed review of the provision of Disabled Facilities Grants. The budget position is detailed in Appendix E.

2.33 The projected outturn for Place in 2023/24 is an adverse variance of £102k after planned use of reserves of £393K. This overspend will need to be offset by a contribution of £102K from Place reserves and further detailed in Appendix E.

2.34 Key pressures within the directorate include the following:

- Vale Enterprise Centre – closure of buildings.
- Planning Fee income.
- Private Housing fee income.

2.35 Likely use of reserves includes the following:

- £100k for costs associated with the Local Development Plan.
- £61k towards consultancy support for Levelling Up bid.
- £25K Research Pilot on Visitor Data.
- £80K Match Funding for Place Making Plan WG Grant
- £40K towards Project Manager's fees on Barry Regeneration projects.
- £42K for Occupational Therapist post.
- Additional £102K from Place reserves to offset a projected overspend in the Private Housing budget.

### **Policy**

2.36 Policy – The Policy Budget was amended £30.678M reflecting a £2.610M transfer of corporate recharges to the Corporate Resources budget line. It is currently projected that all savings targets as set out in Appendix F will be achieved in 2023/24.

2.37 The projected outturn for Policy in 2023/24 is a favourable variance of £3.351M as detailed below. Of this a sum of £2.966M will be utilised to offset the costs of emerging overspends in year, and £385K is allocated to offset the additional costs associated with additional permanent capacity in Children's Services that

will be progressed as a priority cost pressure as part of the 2024/25 budget proposals.

- 2.38 Projected Favourable Variances - Due to the improved performance on the Council's Treasury Management Investment during 2023/24 as a result of the base rate rises throughout the period there is projected to be a surplus on investment income of approximately £1.150M. As in previous years the Council continues to utilise an approach of maximising internal borrowing. As this approach reduces the external borrowing costs that are met by the Authority it is currently projected that a surplus will be reported against this budget in 2023/24 of £1.201M.
- 2.39 Likely transfer to reserves include the following:
- Planned transfer to reserves £42k towards the cost of future Local Elections.
- 2.40 Council Tax – The current projection is that the Council Tax will report a £1m surplus at year end which takes in to accounts projected reduced arrears, empty homes premiums and new properties and changes in allowances.
- 2.41 A significant increase in provision for arrears was made as part of the closure in accounts for 2022/23 and if arrears are reduced this should have a positive impact on income balances in 2023/24. At the end of December the collection rate position was 85.2% compared to 84.6% at the end of December 2022. For the end of Q3 this has meant the Council has now increased on its collection position compared to the end of Q3 in 2022 by 0.6%. In year recovery began in earnest from October 2023, with the recovery action taken up to that point largely focused on the arrears position due to the previous hiatus in recovery in 2022/23. During the first 9 months of this financial year there has been a continued improvement in the reduction of the overall arrears position (pre in-year Council Tax) by now having reduced these by over £1,500,000 more than had been reduced in arrears by in the same period of 2022/23. As such the overall arrears position has reduced by £1,200,000 more in the first 9 months of this financial year, compared with the whole of 2022/23. Quarter 3 of the Welsh Authorities collection position has been published, and the Vale of Glamorgan presently in 3rd position for collection across the group for 2023/24.

### **Efficiency Targets**

- 2.42 As part of the Final Revenue Budget Proposals for 2023/24, an efficiency target of £7.378M was set for the Council, this is a far higher level of savings than has been set for a number of years.
- 2.43 Of this sum £2.75M has been delegated to schools and the schools budgets and budget recovery plans are in the process of being compiled by schools with the support of colleagues in HR and the Education Finance team.

2.44 The current position in respect of the 2023/24 savings is detailed in Table 2 below.

Table 2 – Progress against 2023/24 Savings

Directorate	Target	Amount Projected	% Achieved	Mitigation	Mitigation Achieved %	Shortfall	Shortfall %
	£'000s	£'000s		£'000s		£'000s	£'000s
Policy	1,615	1,615	100%	-	0%	-	0%
Resources	582	331	57%	250	43%	1	0%
Neighbourhood and Housing	1,000	640	64%	40	4%	320	32%
Learning and skills	564	383	68%	-	0%	181	32%
Social Services	681	556	82%	-	0%	125	18%
Place	265	173	65%	-	0%	92	35%
<b>Total</b>	<b>4,707</b>	<b>3,698</b>	<b>79%</b>	<b>290</b>	<b>6%</b>	<b>719</b>	<b>15%</b>

2.45 The shortfall against Neighbourhood Services may be mitigated in year by additional car parking and enforcement income and work is underway to quantify this sum.

2.46 Whilst Social Services may not achieve the savings target in full during 2023/24 this is due to the need to handle any placement moves very carefully and the savings are expected to be achieved for 2024/25.

2.47 The shortfall in Place relates to issues around means testing, a lack of available contractors to carry out the capital works, as well as potential applicants delaying applications until the Council adopts the new Independent Living Policy and is proposing to offset the shortfall from reserves in 2023/24.

2.48 Attached at Appendix F is a statement detailing all savings targets for 2023/24 and the current progress against them.

### Use of Reserves

2.49 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.

2.50 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 2023/24 and planned transfers to reserves to set aside fund for specific purposes.

2.51 The below analysis reflects the unplanned use of reserves outlined in this report, the Council will continue to seek to mitigate emerging overspends in year as outlined in this report to safeguard reserves to help mitigate the emerging challenging funding position for the Council outlined in the Medium Term Financial Plan.

Table 3 – Use of Reserves

As at	Estimated Balance 31/03/23	Capital Funding	Planned Transfer (from) reserves	Un Planned Transfer to/(from) reserves	Budget Use of Reserve	Transfer into Reserves	Estimated Balance 31/03/24
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>General Fund</b>	<b>11,523</b>	-	-		-496	-	<b>11,027</b>
Schools Net Deficit	0	0	0	-850	-	-	-850
<b>Total General Fund</b>	<b>11,523</b>	<b>0</b>	<b>0</b>	<b>-850</b>	<b>-496</b>	<b>0</b>	<b>10,177</b>
<b>Insurance</b>	<b>4,878</b>	-	-	-	-	-	<b>4,878</b>
<b>Service Reserves</b>							
Learning and Skills	4,131	-91	-1,869	-578		-	1,593
Social Services	10,015	-	-3,999	-5,052	-	3,000	3,964
Neighbourhood Services	3,078	-17	-	-300	-	-200	2,561
Corporate Resources	733	-	-95	-	-	-	638
Place	2,096	-46	-268	-102	-	-	1,680
Other Service Reserves	1,625	-	6	-	-	42	1,673
Other Corporate	842	-	-100	-	-	-	742
<b>Risk and Smoothing Reserves</b>		-	-	-	-	-	<b>0</b>
Homelessness and Housing Reserve	4,456	-	-	-	-200	-	4,256
Cost of Living	854	-	-329	-	-200	-	325
Pay Pressures	4,168	-	-299	-	-	-	3,869
Energy Pressures	3,885	-1	-	-	-2,400	-	1,484
Legal	2,000	-	-95	-	-	-	1,905
Project Zero	2,325	-388	-128	-	-	-500	1,310

Investment and Growth Fund	2,353	-	-	-	-	-2,353	0
Reshaping Risk and Investment	2,523	-	-140	-	-	1,609	3,992
Corporate Landlord	5,707	-736	-	-	-	-700	4,271
Digital Reshaping	1,531	-177	11	-	-	-	1,365
Budget Risk	0	-	-	-	-	1,000	1,000
<b>Capital Reserves</b>		-	-	-	-	-	0
Capital	17,726	-10,825	523	-	-	-2,898	4,526
Capital Regeneration	0	-	-80	-	-	1,000	920
<b>Sub Total</b>	<b>86,450</b>	<b>-12,281</b>	<b>-6,862</b>	<b>-6,882</b>	<b>-3,296</b>	<b>0</b>	<b>57,129</b>
<b>Ring Fenced Reserves</b>							
Schools	6,677	0	-	-6,677	-	-	0
Other Schools	576	0	-174	-	-	-	403
Housing Revenue Account	16,486	-15,537	-	-	-	-	949
<b>Total Reserves</b>	<b>110,190</b>	<b>-27,818</b>	<b>-7,035</b>	<b>-13,559</b>	<b>-3,296</b>	<b>0</b>	<b>58,481</b>

### 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 2023/24 reserves 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 A

### Directorate Monitoring: Learning and Skills

The Delegated Schools Budget for 2023/24 is set out in the table below.

	2023/24 Budget	Virements	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Delegated Schools	115,439	-	115,439	124,016	-8,577	7,727
Transfer from Reserves	-1,200	-	-1,200	-1,200	0	1,200
Transfer from General Fund						850
Grand Total for Schools	114,239	0	114,239	122,816	(8,577)	9,777

The delegated schools budget for 2023/24 is projected to outturn with an overspend of £850k after transferring in £7.727M from reserves and a further £1.2M planned as part of the 2023/24 budget proposals to smooth emerging revenue pressures.

The projected outturn for the delegated schools budget for 2023/24 assumes a drawdown of £6.7M from school reserves according to budgets submitted by schools for the 2023/24 financial year. Schools have submitted three year budgets in line with the statutory deadline of 30th June 2023. There are now 22 schools with deficit budgets for the 2023/24 financial year, with total deficits estimated at £3.4M. The regulations require that schools that find themselves in a deficit position should submit a balanced recovery plan showing how the deficit will be eradicated over the next few years, this is also referenced in the Councils Fair Funding scheme for schools which dictates that the period for a balanced recovery plan should be three to five financial years. Currently only three of the schools in a deficit position has a balanced recovery plan and is showing a balanced budget for 24/25, the other 19 schools are all in non-recoverable budget deficits.

It is currently projected that schools will outturn with a net £850k shortfall which will necessitate a contribution from the General Fund. Work will continue with schools to try and achieve balanced budgets. Schools are being challenged where appropriate and work is ongoing to support schools in reducing deficits where possible.

### Key Pressures for 2023/24 in the delegated schools budget

- £2.3M ringfenced funding for Energy costs has been set aside as part of the 2023/24 budget proposals and will be allocated based on actuals.
- Additional funding for Additional Learning Needs support in mainstream schools of £850k was identified as part of the 2022/23 outturn and has been added to the Education Pressure Reserve. This has been transferred to schools via the funding formula
- Additional funding for schools in special measures of £200k was also identified as part of the 2022/23 outturn. The funding has been allocated to Pencoedtre and Ysgol Pen Y Garth to support the schools with additional staff and training.
- Schools were allocated an efficiency savings target of £2.75M within the 2023/24 delegated budget, which was cut from school budgets via the schools funding formula.

The Central Learning and Skills Budget for 2023/24 is set out in the table below. The budget is being adjusted for a £40k virement to fund additional energy costs at Penarth Pier Pavilion.

	Revised 2023/24 Budget	Virements	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves	Variation after Reserve Transfer
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Director	252	0	252	252	0	0	0
ALN & Wellbeing	4,113	0	4,113	4,885	-772	647	-125
Standards & Provision	2,971	0	2,971	2,924	47	-34	13
Strategy, Resources, Culture & Community Learning	4,730	40	4,770	5,762	-830	478	-514
Schools Non Delegated	1,937	0	1,937	2,091	-316	201	47
Catering	46	0	46	46	0	0	0
<b>Total</b>	<b>14,049</b>	<b>40</b>	<b>14,089</b>	<b>15,960</b>	<b>-1,871</b>	<b>1,292</b>	<b>-579</b>

The Central Learning and Skills budget for 2023/24 is projected to outturn with an adverse variance of £579k after transferring in £1,292k from reserves.

### **Key Pressures for 2023/24 in the Central Learning and Skills budget**

- Strategy, Resources, Culture & Community Learning: Although the budget for Education transport is held within the Environment and Housing Directorate, the Learning and Skills Directorate is responsible for meeting the cost of any adverse variance which is included in the estimated directorate overspend referenced above. There is currently a projected overspend of £646k which is an increase of £79k from quarter 2.

Additional Learning Needs (£136k overspend) – The projected overspend has increased due to additional routes being required and price increases on existing routes where pupils have been added. New routes have been put in place for pupils attending the new Ysgol Y Deri Hafan (based at Gladstone Primary) and there have been a number of late requests for transport to Ysgol Y Deri (Penarth and the Old St Baruc sites) resulting in new services being put in place.

Primary (£227k overspend) – Additional costs have been incurred due to price increases on routes where pupils have been added.

Secondary (£281k overspend) - This is due to price increases on routes where pupils have been added and local service bus passes purchased for a number of pupils where there was no capacity on existing school transport. This was a cheaper option than putting on an additional dedicated school transport service.

Further Education (£30k overspend) - The spend on St David's College has increased dramatically due the operator requesting an uplift on their daily rate. The services were tentatively put out to tender to see if the request was in line with the current market rate and all submissions came back with a higher daily price. The most cost effective option was therefore to award the uplift

Post 16 (£28k underspend) - This may change when more information is received from colleges about who has enrolled. Local bus service costs have increased and some colleges are no longer running their own buses so combinations of train and bus transport will be required.

- Strategy, Resources, Culture & Community Learning: As part of the efficiency savings for the Directorate the Arts Service was set an income target of £65k. At the moment this has not been achieved and a number of options are being considered including exploring external funding avenues. At the moment this is just shown as an overspend but should the income not be fully achieved then the Department will look at funding from reserves.

- Strategy, Resources, Culture & Community Learning: As part of the efficiency savings for the Directorate the £90k budget for School Repairs and Maintenance was cut. However, expenditure of at least £22k will be incurred for various essential works that have had to be carried out that would normally have been funded from the Repairs and Maintenance budget. The projected overspend of £23k is being funded from savings that have occurred as a result of additional grant funding.
- Schools Non-Delegated: Early Retirement/Voluntary Retirement (ER/VR) budget - It is a statutory requirement that redundancy costs in schools are funded centrally. The ERVR budget is currently projected to overspend by £351k due to increased redundancy costs in schools this year. Schools are responsible for paying the early retirement costs for any staff that leave but a scheme has been in place for a number of years where the ER/VR budget pays the one-off costs related to a teacher leaving and then the cost is recharged to the school over an agreed number of years. The additional net costs for this year will be in the region of £53k. A total of £299k will therefore be transferred from the Corporate Pay Pressures Reserve to offset these additional costs. The position will change if more voluntary redundancy and early retirement costs are received from schools.
- ALN & Wellbeing: Out of County Income – Due to the increase in Vale of Glamorgan pupils requiring specialist placements at Ysgol Y Deri, there is no capacity to admit new pupils from other Local Authorities. As a result, the projected income is dropping significantly each year as out of county pupils leave the school. This £195k shortfall will be met from reserves unless any in-year savings are found however, this is not sustainable.
- ALN & Wellbeing: The Children’s Placements budget - This budget pays for provision at out of county and independent schools and is currently projected to overspend by £265k. This is an increase of £139k since quarter 2. A total of £118k will be funded from the ALN Implementation Grant and the balance of £147k will be funded from reserves. Due to increasing numbers of placements and the increasing cost of those placements the overspend is likely to increase by year end.

Learning & Skills pick up 10% of Joint pooled CLA budget overspend or receive back 10% of any underspend. The latest external placements panel report showed a projected overspend of £1.494M meaning that the Directorate will need to make a contribution of £149k at year end. This is an increase of £31k since quarter 2

- ALN & Wellbeing: Due to increased need a new Welsh Medium Resource Base is being set up at Gwaun Y Nant from January 24. The existing provision at Whitmore Resource Base and Hafan Resource Base (Gladstone school) was increased from September 23. The estimated costs for this financial year are in the region of £225k. These costs will be funded from the ALN Implementation Grant in 23/24. Cost pressures have been put forward for the ongoing costs.

## Savings Tracker Update

The progress against the 2023/24 savings for the Directorate is detailed in Appendix F.

## Planned Drawdown on Reserves in Year

### Central Learning & Skills

<b>Reserve Name</b>	<b>Brief Description of purpose of drawdown</b>	<b>Planned 2023/24 Drawdown £000's</b>
Education Pressures & Improvement Reserve	Additional lump sum allocation for Breakfast Clubs at St Helens and Dinas Powys due to split sites - will be included in the formula from 24/25	20
Education Pressures & Improvement Reserve	Additional costs for temporary demountables at Ysgol y Deri which have been put in place whilst the expansion of the school takes place.	181
Education Pressures & Improvement Reserve	Strategy & Resources additional temporary staff costs	156
Education Pressures & Improvement Reserve	Shortfall in income received for out of county pupils placed at Ysgol Y Deri	195
Education Pressures & Improvement Reserve	Projected increase in child placements at out of county schools and independent provision (overspend part funded from grant - £118k)	148
Education Pressures & Improvement Reserve	ALN & Wellbeing additional temporary staff costs	130
Education Pressures & Improvement Reserve	Underspend in 23/24 created as a result of additional grant funding transferred into reserves to fund temporary Attendance Officer post at Pencoedtre in 24/25	(34)
Culture & Communities Reserve	Welsh for Adults – transfer to cover increased costs, grant has remained static	23
Additional Needs Fund Reserve	Transfer from reserves to partially offset projected overspend of £243k. The balance left after using the reserve will be transferred back to school budgets	174

Corporate Pay Pressure Reserve	Redundancy costs for schools plus actuarial costs related to early retirements	299
	<b>Total Projected Reserve Transfer for Central Learning &amp; Skills</b>	<b>1,292</b>

**Note:** Should there be any underspends across the Directorate by year end then the planned drawdown of reserves outlined above may reduce

### Schools

Reserve Name	Brief Description of purpose of drawdown	Planned 2023/24 Drawdown £000's
School Reserves	Draw down to balance school budgets	6,677
Education Pressures & Improvement Reserve	Additional funding for Additional Learning Needs support in mainstream	850
Education Pressures & Improvement Reserve	Additional funding for schools in special measures	200
General Fund	Additional draw down to balance school budgets	850
	<b>Total Projected Reserve Transfer for Schools</b>	<b>8,577</b>

## Appendix B

### Directorate Monitoring: Social Services

The Social Services Budget for 2023/24 is set out in the table below and reflects a virement of £200k to Resource Management and Safeguarding to contribute towards additional energy costs in Council run Care Homes. A further virement of £105k is requested to correct the allocation of funding for supplier uplifts between Children and Young People Services and Adult Services.

	Revised 2023/24 Budget	Budget Virement	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves Revenue
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Children and Young People	18,514	105	18,619	22,989	4,370	3,980
Adult Services	58,301	-105	58,196	61,425	3,228	4,692
Resource Management & Safeguarding	7,729	200	7,929	8,136	207	379
Youth Offending Service	716	0	716	549	- 167	0
<b>Total</b>	<b>85,260</b>	<b>200</b>	<b>85,460</b>	<b>93,099</b>	<b>7,638</b>	<b>9,051</b>
Unplanned Use of Reserves	0	0	0	-5,052	- 5,052	0
<b>Adjusted Total</b>	<b>85,260</b>	<b>200</b>	<b>85,460</b>	<b>88,047</b>	<b>2,586</b>	<b>9,051</b>

The projected outturn for the Social Services budget for 2023/24 is an overspend of £7.638m with a planned drawdown from Reserves of £3.999m including £2m as part of the approach to step in the uplift for 2023/24 for external providers. The remaining sum being utilised as part of the Social Services Budget Programme.

Whilst steps will be taken within the service to mitigate this overall overspend it is likely that a significant contribution towards the £7.638m additional projected overspend will need to be funded from Social Services reserves (a contribution of £5.052m is assumed as part of this report) and a contribution of £2.586m from the Policy underspend is assumed.

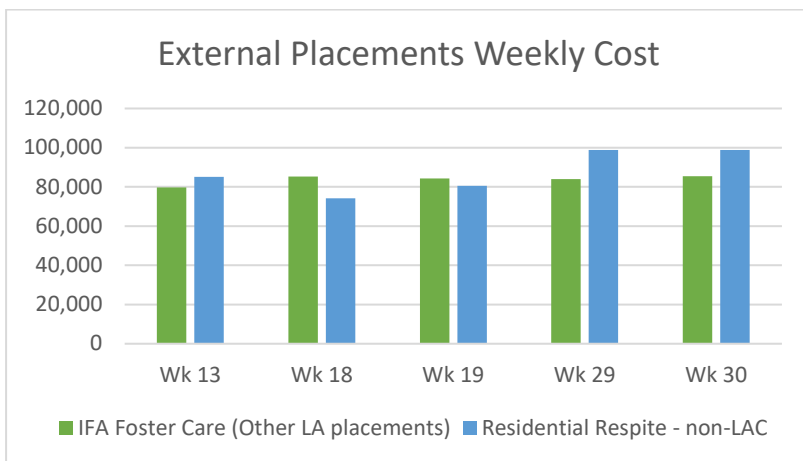
The current projected drawdown from reserves for 2023/24 is £9.051m which reduces the balance of reserves to less than £1m, as the volatility of costs and demand pressures is recognised by the Council the 2024/25 budget proposals reflect a transfer of £3m into reserves to help mitigate the budgetary risks. A number of 2023/24 budgetary pressures are

mitigated as part of the 2024/25 budget proposals with an increase of 13% on the base budget. This does not fully fund the cost pressures put forward by the service for 2024/25.

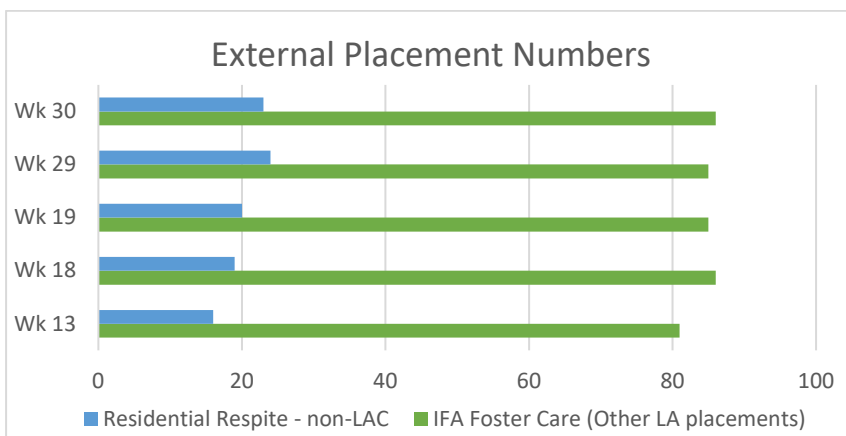
**Key Pressures for 2023/24 in the Social Services budget.**

**Children and Young People Services Overspend of approximately £4.370m**

- Rising costs associated with placements for Children and Young People means a projected overspend of £1,963k. The weekly cost of External Placements increased from £85,424 to £89,859 for IFA Fostering Care and from £98,757 to £102,369 for Residential Respite between Qtr. 2 (Wk 30) and Qtr. 3 (Wk 42).
- Increase in Service Level Agreement costs £72k
- Increase in Fostering Payments overspend.
- CHAD CLA overspend has increased by £46k due to high taxi costs and increased Domiciliary Care costs. Children
- Looked After Children overspend has increased by £37k due to high taxi costs in November and December, and increased accommodation costs.



- External Placement numbers increased by 5 for IFA Foster Care and by 7 for Residential Respite between Qtr. 2 (Wk 30) and Qtr. 3 (Wk 42).





- The cost for the emergency duty team is projecting a cost pressure of £53k.
- Additional legal costs associated with increased complexity and incidence of care proceedings projected overspend £370k.
- There are significant pressures with Conveyancing costs £321k, Accommodation Payments for Housing £862k, Fostering Payments £373k and Assessment Services of £236k all contributing to the overall overspend.

### **Adult Services projected overspend £3.228m**

- Increase in care hours required for adults which can in part be explained by a return to care following Covid and Demographic pressures. The service is also reporting an increase in residential and nursing placements, an increase in direct care placements and respite. Total net projected overspend for Community Care Finance is approximately £4.3m, overspend projections usually peak around this time of year and it is possible that these projections will reduce as the year progresses and additional grant income may be identified.
- At Qtr 3 there was £375k more in Deferred Income than budgeted and this will increase over the last few months – this helps to offset the Community Care overspend by a significant amount.
- These overspends are also offset by staff vacancies within the service, which includes projected underspends in the Vale Community Reablement Service, Long Term Care Service, Contact One Vale Social Services, Learning Disability Day Services and Learning Disability Social Work teams, totalling £696k.

### **Resource Management and Safeguarding projected overspend £207k.**

- The net projected overspend on the Vale Residential homes is £368k.
- Staffing cost pressures within Vale Council owned residential care homes - the pressure on staffing budgets is due to the level of relief staff and agency staff required within the homes to manage sickness levels as part of arrangements implemented during the pandemic, there is also pressure in respect of recruitment gaps and vacant posts within the service.
- Increased cost of food and fuel at the residential homes is also having an impact.
- This overspend has been offset by staffing vacancies elsewhere within the service.

### **Savings Tracker Update**

The Social Services Savings targets for 2023/24 are currently projected to be achieved in full in 2023/24.

### **Planned Drawdown on Reserves in Year.**

<b>Reserve Name</b>	<b>Brief Description of purpose of drawdown</b>	<b>Planned 2023/24 Drawdown £000's</b>
Social Services Reserve	£2m step in funding to cover the increased cost and take up of Community Care Packages	2,000
Social Services Reserve	Children's Services to support additional costs associated with Market forces payment to staff, adoption allowances and Legal Costs	1,363
Social Services Reserve	Contribution towards additional staffing capacity in Adult Services	257
Social Services Reserve	Contribution towards additional staffing capacity in Resource Management & Safeguarding	379
Social Services Reserve	Projected amount required to cover additional spend in Community Care due to an increase in number of care hours and uplifts in cost	2,435
Social Services Reserve	Projected amount required to cover additional spend in Children's Services	2,617
<b>Total Use of Reserves</b>		<b>9,051</b>

## Appendix C

### Directorate Monitoring: Environment & Housing

#### Neighbourhood & Transport Services

The Neighbourhood & Transport Services Budget for 2023/24 is set out in the table below.

	Revised 2023/24 Budget	Budget Virement	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves Revenue
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Neighbourhood Services & Transportation	28,207	200	28,407	29,757	1,350	200
Additional Savings/Unplanned Use of Reserves		-		- 300	- 300	300
Total Neighbourhood Services & Transportation	28,207	200	28,407	29,457	1,150	500

It is proposed that the revised budget is set at £28.407m which reflects a budget virement of £200k which is now requested from Corporate Resources to reflect increased energy costs in Leisure Centres in 2023/24.

The projected outturn for the Neighbourhood Services and Transportation budget for 2023/24 is an overspend of £1,350m which reflects the projected overspend against Highways patching and potholes and the additional costs associated with the continuation of market forces payments for HGV drivers. The Neighbourhood Services reserve is fully committed for capital schemes and therefore this overspend will need to be offset by the projected additional investment income in the Policy budget.

#### **Key Pressures for 2023/24 in the Neighbourhood Services & Transportation budget.**

- One of the main pressures within the Neighbourhood services budget is again likely to be the budget for highway patching and potholes. The projected overspend in 2023/24 is £1.3m.
- Pressure also still remains on staffing budgets within Waste Management with the continuation of the market forces payment for HGV drivers. The annual cost of this uplift is around £350k.
- These overspends are offset by £300k underspend rates rebate on sites across Neighbourhood Services sites including car parks.

- Additional costs associated with Parkwood Leisure contract due to increased energy costs as part of the contract £200k which will be met by a virement from Corporate Resources requested as part of this report.
- There is also still pressure on transport budgets within NS&T due to the increased cost of fuel, parts and depreciation costs of newer vehicles.
- Work on Ash die Back continues for which there is no specific budget within NS&T therefore it is proposed that this is again funded from reserves.

### Savings Tracker Update

The table below shows the 23/24 savings targets for Neighbourhood Services and Transport and the current projected value for this year.

Description of Saving Proposal	Target 2023/24 £000	RAG Status	Comments	Projected 2023/24 saving £000
Increase in fees and charges	30	Green	Fees & Charges increased for 23/24	30
Parking Charging Review	20	Amber	Residents permits - Cabinet Report due to be taken delayed due to 20mph work	0
Review Car Park Provision	50	Amber	Court Road Car Park- Public Consultation plan in progress.	0
Stop provision of sandbags	5	Green	Need to do some Comms and Community Resilience Work	5
Do not apply for Green Flag and Coastal Awards	5	Amber	Review to be undertaken	0
Allotment Charging	3	Green	Charges increased for 23/24 to reflect cost recovery and letters have now gone out.	3
Double Shift Mechanical sweepers (2 vehicles plus one spare)	40	Amber	Further review required potential to mitigate	0

Reduce Grass cutting schedule to 5 cuts a year	40	Red but mitigated	Tender price higher than anticipated therefore savings not achieved. Mitigated by Enforcement Income	0
Enforcement Income	0	Green	Enforcement used to mitigate the above	40
Commercial Opportunities and Business Support review	50	Green	Reception at Alps closed. Posts to be kept vacant within support	50
Waste Collection for Black Bags to 3 weeks	150	Amber	Implemented slight shortfall due to delayed commencement in year.	100
Green Bag Subscription Charge	500	Amber	Green Bag Subscription Charge (£350k recovered to date), Potential to increase in year based on proportion of 2024 Subscription as runs March to October	350
Charging for public use of Electric vehicle chargers	2	Amber	Chargers currently being used for Council owned vehicles. Plans to rollout to staff and general public.	0
<b>Total Target 23/24</b>	<b>895</b>		<b>Total projected 23/24</b>	<b>578</b>

#### Planned Drawdown on Reserves in Year.

Reserve Name	Brief Description of purpose of drawdown	Planned 2023/24 Drawdown £000's
Ash Die Back	Ash Die Back	200
Neighbourhood Services	Unplanned Drawdown Pot Holes and Patching	300
<b>Total Use of Reserves</b>		<b>500</b>

#### Building Services

The Building Services Budget for 2023/24 is set out in the table below.

	Revised 2023/24 Budget	Budget Virement	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves Revenue
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Building Services	0	0	0	0	0	50

The projected outturn for the Building Services budget for 2023/24 is a breakeven position.

#### **Key Pressures for 2023/24 in the Building Services budget.**

- The main pressure within the Building Services budget is the pay award for 2023/24.

#### **Savings Tracker Update**

There were no savings targets for Building Services in 2023/24.

#### **Planned Drawdown on Reserves in Year.**

Reserve Name	Brief Description of purpose of drawdown	Planned 2023/24 Drawdown £000's
Building Services Improvement Fund	Funding of Apprenticeships within service	50

#### **Regulatory Services**

The Regulatory Services Budget for 2023/24 is set out in the table below.

	Revised 2023/24 Budget	Budget Virement	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves Revenue
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Regulatory Services	1,668	0	1,668	1,668	0	0

The projected outturn for the Regulatory Services budget for 2023/24 is currently projected to be on budget however there may be additional pressures associated with the pay award and animal welfare investigations as outlined below.

**Key Pressures for 2023/24 in the Regulatory Services budget.**

- The SRS 2023-24 budget is based on an assumption that the annual pay award will be 5%. The award is a flat rate amount which has resulted in a budget shortfall for staff salaries but this impact has been mitigated to a certain extent in year by vacant posts.
- The Service is dealing with a number of animal welfare investigations (linked to illegal dog breeding) in which the seizure of dogs and puppies has been necessary. The animals are now being cared for, pending resolution in court, at significant cost to the Service (circa £12k per month)

**Savings Tracker Update**

- £21,000 reduction in Vale base contribution – this was achieved at the start of the financial year as part of the agreed SRS budget for 23-24. As a result, there are no on-going savings to track through the year.

The Housing (General Fund) Budget for 2023/24 is set out in the table below.

	Revised 2023/24 Budget	Budget Virement	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves Revenue
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Community Safety	425	0	425	425	0	0
Homelessness & Strategy	1,366	0	1,366	1,366	0	0
Supporting People	143	0	143	143	0	0
<b>Total</b>	<b>1,934</b>	<b>0</b>	<b>1,934</b>	<b>1,934</b>	<b>0</b>	<b>0</b>

The projected outturn for the General Fund Housing budget for 2023/24 is a breakeven position however there are significant homelessness and resettlement pressures that will need be kept under review as we progress through the financial year, but in the first incidence would require additional drawdown from the Homelessness reserve.

**Key Pressures for 2023/24 in the Housing budget (General Fund)**

- Hotel accommodation for homeless people (possible need to extend use of hotel beyond March 24)

- Temporary accommodation for people from Afghanistan at Copthorne. Hotel closing at end of August 23, need to identify accommodation solutions for remaining families
- Housing Solutions team staffing levels to provide assistance to homeless households and Afghan nationals.
- Ukraine support to assist 90 families moving into Eagleswell school site Mar 24
- ICT technical support to assist implementation of NEC Northgate system
- Deliver volunteering support to tenants. Value in Vale scheme Public Health Wales funding extended for one more year from April 24.

### **Savings Tracker Update**

- Pre Tenancy Adviser and VATs budget – The 2023/24 budgets have been reduced by £26k and are on target
- Senior Officer Recharges to HRA to ensure no cross subsidisation - The 2023/24 budgets have been reduced by £33k and are on target
- Community Safety Support Function Vacant post - The 2023/24 budget have been reduced by £25k and are on target

### **Planned Drawdown on Reserves in Year.**

There are no planned drawdown from reserves in 2023/24.

### **Public Sector Housing (HRA)**

Public Sector Housing (HRA) Budget for 2023/24 is set out in the table below.

	<b>Revised 2023/24 Budget</b>	<b>Budget Virement</b>	<b>Adjusted 2023/24 Budget</b>	<b>Projected Outturn</b>	<b>Variance</b>	<b>Use of Reserves Revenue</b>
	<b>£'000s</b>	<b>£'000s</b>	<b>£'000s</b>	<b>£'000s</b>	<b>£'000s</b>	<b>£'000s</b>
Public Sector Housing (HRA)	15,538	0	15,538	15,538	0	0
<b>Total</b>	<b>15,538</b>	<b>0</b>	<b>15,538</b>	<b>15,538</b>	<b>0</b>	<b>0</b>

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 reliance on Unsupported Borrowing.



## Appendix D

### Directorate Monitoring: Corporate Resources

The Resources Budget for 2023/24 is set out in the table below.

	Revised 2023/24 Budget	Virement	Revised 2023/24 Budget	Projected Outturn	Variance	Use of Reserves
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Finance	5,325	1,123	6,448	6,198	-250	35
Corporate ICT	1,389	0	1,389	1,389	0	20
Property Services	645	0	645	405	-240	0
Facilities	2,235	-440	1,795	1,780	-15	0
Legal & Democratic Services	3,065	0	3,065	3,185	120	95
Policy & Business Transformation	2,087	0	2,087	2062	-25	280
Human Resources (inc. SCWWDP)	1,643	0	1,643	1,768	125	0
<b>Total</b>	<b>16,389</b>	<b>683</b>	<b>17,072</b>	<b>16,787</b>	<b>-285</b>	<b>430</b>

The Corporate Resources Budget reflects a requested virement of £440k to other services to reflect the allocation of the energy cost pressures in respect of Council buildings. In addition a £1.123m virement within the Corporate Resources directorate is requested to correct the adjustments to remove Corporate Recharges made as part of the Q2 Monitoring report.

The projected outturn for the Corporate Resources budget for 2023/24 is a favourable variance of £285k. The favourable variance is attributable to:-

- The saving of £250k in Finance is mainly in relation to vacant posts, additional income, mainly from the Department for Work and Pensions (DWP) and from increased recovery action.
- Savings of £240k in Property Services is in relation to vacant posts and capital recharges receipts exceeding the budget target.
- The saving of £15k in Facilities are mainly in relation to repairs/maintenance and Non Domestic Rates. The saving on the Court Road Depot site is having a significant impact on the budget and is offsetting the unrealised savings target for the Docks Offices.

- Savings of £25 in Policy and Business Transformation are in relation to vacant posts.

The favourable variance of £530k is offset by adverse variances in Legal & Democratic Services and Human Resources of £120k and £125k respectively.

### **Key Pressures for 2023/24 in the Resources budget**

- Solution to achieve savings (£27k) in respect of Revenues e-billing and Housing Benefits Hybrid Mail is ongoing.
- Annual Microsoft Licensing Cost. Funding of increased annual cost (£124k) is dependent on achieving savings on corporate telephony. This is ongoing.
- Ringfenced funding for Energy costs (£800k) has been set aside as part of the 2023/24 budget proposals and will be allocated based on actuals.
- Delayed disposal of the Dock Offices approximately £180k.
- Legal Services income shortfall, agency staff costs and consultancy services approximately £135k.
- Annual contribution for the Joint Coroner Service projected overspend £70k.
- Review of C1V office accommodation is ongoing and is part of a wider review of office space savings target for 2023/24 is £50k.
- Delayed implementation of the Shared Cost Additional Voluntary Contribution (AVC) – Employee LGPS Benefit. AVC scheme has been implemented - achieving target saving will depend on take-up during the financial year projected saving achieved approximately £19k leaving a shortfall of around £6k.

### **Savings Tracker Update**

Resources (Supplies & Services Savings). Target of £80k achieved although need to consider impact of OD refreshments cut.

- Registrars Income. Target of £30k achieved.
- O2 Mobile Phone Contract. Target of £55k achieved. Saving has been achieved although there are issues in terms of the cash position i.e. savings accruing to the SRS & HRA were not subject to budget transfers (approx. £18k). The deficit is offset by in-year savings on the Xerox printing contract.
- ICT RSA Support Costs. Target of £22k achieved.
- Review of C1V Office Accommodation – Ongoing and part of wider review of office space. Target Saving is £50k. The shortfall is offset by savings in Policy and Business Transformation – mainly from vacant posts.
- Review Docks Office Site – Ongoing and part of wider review of office space. Target saving is £200k. The shortfall is offset by savings in Facilities in relation to repairs/maintenance, Non Domestic Rates and the Court Road Depot Site.
- Shared Cost AVC – implemented from August 2023. Target saving of £25k is dependent on staff take-up.

- E-billing in Revenues – Ongoing but solution has been identified to achieve target saving of £7k. The shortfall is offset by additional income from Welsh Government (administration fees).
- Hybrid Mail Housing Benefits – Ongoing review to achieve target saving of £20k. The shortfall is offset by savings on vacant posts and additional income from the DWP.
- IASS – Target saving of £17k has been achieved.
- Counter Fraud – Budget reduction of £22k has been achieved. There is however a high annual income target of £125k for fraud reduction.

**Planned Drawdown on Reserves in Year.**

Reserve Name	Brief Description of purpose of drawdown	Planned 2023/24 Drawdown £000's
Graduate Trainee Reserve	Trainee Accountant x 1 & Communications & Engagement Intern x 2	100
Corporate Resources	Temporary Staff Engagements (ICT, Communications & Improvement & Development )	95
Legal Reserve	Trainee Lawyer & Senior Lawyer – Legal	95
Reshaping Reserve	Temporary Engagements (BPR Team)	140
Total Use of Reserves		430

The Housing Benefit Budget for 2023/24 is set out in the table below.

	2023/24 Budget	Virements	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Housing Benefit	692	-1,123	-431	-431	0	0
<b>Total</b>	692	-1,123	-431	-431	0	0

The projected outturn for the Housing Benefit budget for 2023/24 is a breakeven position. The budget reflects the requested virement to correct the adjustments to remove Corporate Recharges made as part of the Q2 monitoring.

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 for 2023/24 in the Housing Benefit budget**

- 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.

## Appendix E

### Directorate Monitoring: Place

The Place Budget for 2023/24 is set out in the table below.

	Revised 2023/24 Budget	Budget Virement	Adjusted 2023/24 Budget	Projected Outturn	Variance	Use of Reserves Revenue
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Sustainable Development	1,726		1,726	1,726	0	130
Regeneration	1,494		1,494	1,494	0	221
Private Housing	181		181	283	102	42
Unplanned Use of Reserves	0		0	-102	-102	102
<b>Total</b>	<b>3,401</b>		<b>3,401</b>	<b>3,401</b>	<b>0</b>	<b>495</b>

The projected outturn for the Place budget for 2023/24

- At this stage it is still anticipated that Sustainable Development (Planning and Countryside) and Regeneration will outturn on target
- Private Housing (Disabled Facility Grants) are not expected to outturn on target and will need funding from the Place reserve to balance its budget.

#### **Key Pressures for 2023/24 in the Place budget**

- Regeneration - Vale Enterprise Centre – a long term solution to this issue has been developed and was presented to Cabinet on 25<sup>th</sup> January 2024 as an urgent Part 2 report. This solution should remove this pressure in the financial year 2024/25 however as the site is now largely vacant it remains an issue for 2023/24.
- Planning - Building Control fee income is down, largely due to economic pressures that are affecting building generally
- Private Housing– fee income on Disabled Facility Grants is still well behind profile and there is no likelihood that the picture will improve vastly in the last quarter of the financial year. We are forecasting that income could be £120k below target. This is due to issues around means testing, a lack of available contractors to carry out the capital works, as well as potential applicants delaying applications until the Council adopted the new Independent Living Policy. The service is projecting to be over

budget by some £102,000 this year. This overspend will need to be offset by a contribution from the Place reserve. It is anticipated that the position will improve next year when new contractors are included in the framework agreement.

### **Savings Tracker Update**

- The Planning saving for reorganisation is on track and will achieve the savings target.
- Increased Planning Performance Agreements (PPA) income – developers are being offered the opportunity to enter agreements with the Council to ensure that applications are processed as quickly and efficiently as possible.
- Review of Regeneration structure has now been completed but, as it was delayed, the savings target will not be achieved by year-end, though it will be covered by alternative sources within the Division.
- Review of country parks attractions – Further discussions have taken place in relation to the review and a way forward has now been agreed and will be progressed in Q4.
- Private Housing (DFG)– This saving is dependent upon the creation of a single Independent Living function within the Council which should create economies of scale, once established. This will be pursued now the Independent Living policy has been adopted by the Council.

### **Planned Drawdown on Reserves in Year.**

<b>Reserve Name</b>	<b>Brief Description of purpose of drawdown</b>	<b>Planned 2023/24 Drawdown £000's</b>
Place Reserve	Local Development Plan Expenditure which exceeds the base revenue budget of £45k will be drawn down from reserve	100
Place Reserve	Levelling Up bid consultants	61
Place Reserve	Research pilot on visitor data	25
Place Reserve	Project Managers' fees on Barry Regeneration revenue projects	40
Regeneration reserve	Matchfunding for WG grant for Placemaking Plan for Cowbridge, Llantwit Major and Penarth	80
Place Reserve	Occupational Therapist post funding	42

Place Reserve	Offset overspend DFG income and savings	102
Project Zero	Electric Vehicle Charging points at Airport	5
Project Zero	Hensol Energy Hub and Agri Hub	40
<b>Total Use of Reserves</b>		<b>495</b>

## Appendix F Savings Tracker

Directorate	Description of Saving Proposal	Lead Officer	Equality Impact Assessment	FTE Impact 2023/24	Saving Category	Target Value		Overall RAG Status	Comments/Narrative	Value Achieved/ Expected to be Achieved 2023/24	Percentage Achieved %
						£'000	£'000				
						2023/24	2024/25				
<b>Directorate Learning and Skills</b>											
Learning and Skills	Payments to Non Maintained Nursery Providers	Lisa Lewis	Yes	0	Service Review	20	14	Green	Notice given to St Donats	20	100%
Learning and Skills	Removal of schools emergency repairs budget	Lisa Lewis	Budget Adjustment	0	Service Review	90		Amber	Even though the budget has been cut there is an ongoing pressure relating to emergency repairs in schools. This is relatively small at the moment but may increase by year end. This area will be kept under review	62	69%
Learning and skills	Move to cost recovery position for ACL	Trevor Baker	2024/25	0	Generating Income	-	80				n/a
Learning and skills	Makerspace income generation for letting out of makerspace rooms in Barry and Penarth libraries	Trevor Baker	Yes	0	Generating Income	20		Amber	Budget has been set including new income target. There was a delay in opening the Makerspace provision in Barry and the rooms have not been fully utilised. The shortfall in income has been offset in the budget due to vacancies within the Service. It is hoped that the income will increase in 24/25	2	10%
Learning and skills	External income -income generation for letting to external organisations for filming and events	Trevor Baker	Yes	0	Generating Income	20		Amber	Budget has been set including new income target. There has been a very small amount of new income generated for filming and events (£383). As outlined above the lack of income this year has been offset by savings due to staff vacancies. It is hoped that the income will increase in 24/25		0%
Learning and skills	Stop providing newspapers and DVDs in libraries	Trevor Baker	Yes	0	Service Review	15		Green	Budget has been cut, service will no longer purchase DVDS	15	100%
Learning and skills	Increase libraries fees and charges by 12%	Trevor Baker	Yes	0	Generating Income	5		Green	fees have been increased in the budget	5	100%
Learning and skills	Review Arts Provision	Trevor Baker	Yes	2	Service Review	65		Red	Re -evaluation of options proposals developed following extensive consultation to be reconsidered in light of current financial situation and savings required. This will not be achieved in 23/24. The budget has been cut and the overspend will be funded from in-year savings within the Directorate. Options will be looked at again for 24/25		0%
Learning and Skills	Reshaping of Out of School Tuition	Martin Dacey	Yes	0	Service Review	89		Green	The way in which OOST is delivered has been altered so that most tuition is delivered online rather than face to face. This is not ideal but is not out of sync with many other LAs. Budget saving will be achieved but service affected	89	100%
Learning and Skills	Increase in retained element of Post 16 WG grant for school improvement administration	Morwen Hudson	Budget Adjustment	0	Service Review	50		Green	Post 16 grant for schools has been top-sliced to contribute towards the central costs of the Learning and Skills Directorate. £50k has been included as an ongoing budgeted income	50	100%
Learning and skills	Review use of alternative funding sources to support service delivery	Morwen Hudson	Budget Adjustment	0	Service Review	190		Green	Shared Prosperity Fund grant has increased not decreased as anticipated. Staff roles within the Youth Service have been reassigned to work on the shared prosperity grant funded project	136	72%
<b>Subtotal Directorate Learning and Skills</b>				<b>2</b>		<b>564</b>	<b>94</b>			<b>379</b>	<b>67%</b>
<b>Directorate Social Services</b>											
Social Services	Closer to Home Residential Care (C&YPs)	Rachel Evans	Yes (Scoping)	0	Invest to Save	200	100		Delays on Building Programme and Recruitment of Staff, need to go through registration process- Likely to be utilised in Autumn of 2023 with first placement currently being reviewed. Likely to be between £65k and £85k	75	38%
Social Services	Reduced building rental	Head of Adult Services/Lorna Cross	2024/25	0	Corporate Asset Strategy	-	50		Part of wider asset reorganisation review overall costs and savings position.	0	0%
Social Services	Closer to Home Supported Living (LD)	Jason Bennett /Linda Woodley	2024/25	0	Invest to Save	-	100		Further smart houses planned, additional work required to review potential for savings.	0	0%
Social Services	Budget Programme Savings 2023-24	Jason Bennett		?	Invest to Save	81			Potential to identify 2023/24 target from review of high cost packages of care and commitments and health funding further review work to be undertaken.	81	0%
Social Services	Additional Income	Gaynor Jones	Yes (Scoping)	0	Generating Income	400			Budget Adjustment	400	100%
<b>Subtotal Directorate Social Services</b>				<b>-</b>		<b>681</b>	<b>250</b>			<b>556</b>	<b>82%</b>



Appendix F Savings Tracker

Directorate	Description of Saving Proposal	Lead Officer	Equality Impact Assessment	FTE Impact 2023/24	Saving Category	Target Value		Overall RAG Status	Comments/Narrative	Value Achieved/ Expected to be Achieved 2023/24	Percentage Achieved %
						£'000	£'000				
						2023/24	2024/25				
<b>Directorate Neighbourhood and Housing</b>											
Neighbourhood and Housing	Increase in fees and charges	Emma Reed	Fees and Charges	0	Generating Income	30		Green	Fees & Charges increased for 23/24	30	100%
Neighbourhood and Housing	Parking Charging Review	Emma Reed	Yes	0	Generating Income	20	100	Amber	Residents permits - Cabinet Report due to be taken delayed due to 20mph work		0%
Neighbourhood and Housing	Review Car Park Provison	Emma Reed	Yes	0	Corporate Asset Stra	50	-	Amber	Court Road Car Park- Awaiting the result of the Public Consultation plan before this can be		0%
Neighbourhood and Housing	Stop provision of sandbags	Mike Clogg	Yes	0	Service Review	5	-	Green	Achieved	5	100%
Neighbourhood and Housing	Expand Construction and Design Team	Mike Clogg	2024/25	0	Generating Income	-	25				n/a
Neighbourhood and Housing	Rationalisation of Public Conveniences	Colin Smith	2024/25	0	Corporate Asset Stra	-	50				n/a
Neighbourhood and Housing	Review Charges for Coastal Toilets	Colin Smith	2024/25	0	Generating Income	-	5				n/a
Neighbourhood and Housing	Mobile Cleansing Service	Colin Smith	2024/25	0	Service Review	-	50				n/a
Neighbourhood and Housing	Mobile Parks Service	Colin Smith	2024/25	0	Service Review	-	50				n/a
Neighbourhood and Housing	Review Planting in Parks consider use of shrubs/drought resitant planting and sponsorship	Colin Smith	2024/25	0	Service Review	-	15				n/a
Neighbourhood and Housing	Do not apply for Green Flag and Coastal Awards	Colin Smith	Yes	0	Service Review	5	-	Red	Senior Management instructed that Green Flag & Coastal Awards should continue. No alt		0%
Neighbourhood and Housing	Allotment Charging	Emma Reed	Yes	0	Generating Income	3	-	Green	Charges increased for 23/24 to reflect cost recovery and letters have now gone out.		0%
Neighbourhood and Housing	Double Shift Mechanical sweepers (2 vehicles plus one spare)	Kyle Phillips	Yes	0	Service Review	40	-	Green	Has been achieved by transferring 2 members of staff to vacant posts within clenasing op		0%
Neighbourhood and Housing	Review use of external suppliers	Emma Reed	2024/25	0	Service Review	-	25				n/a
Neighbourhood and Housing	Reduce Grass cutting schedule to 5 cuts a year	Colin Smith	Yes	0	Service Review	40	-	Red but mitigated	Tender price higher than anticipated therefore savings not achieve	-	0%
Neighbourhood and Housing	Enforcement Income				Income Generation			Green	Enforcement used to mitigate the above	-	N/A
Neighbourhood and Housing	Jenner Park alternative model	Emma Reed	2024/25	0	Corporate Asset Stra	-	65				n/a
Neighbourhood and Housing	Commercial Opportunities and Business Support review	Emma Reed	Yes	0	Service Review	50	130	Green	Reception at Alps closed. 2 x posts vacant within support	50	100%
Neighbourhood and Housing	Reassess Tracking Information to rationalise fleet	Kyle Phillips	2024/25	0	Service Review	-	10				n/a
Neighbourhood and Housing	Charge for Post 16 Transport	Kyle Philips	No Saving	0	Generating Income		-				n/a
Neighbourhood and Housing	Waste Collection for Black Bags to 3 weeks	Colin Smith/Emma Reed	Yes	Agency Staff	Service Review	150	-	Amber	Due to commence from 1st July 2023 Shortfall due to delayed star	100	67%
Neighbourhood and Housing	Green Bag Subscription Charge	Colin Smith/Emma Reed	Yes	0	Generating Income	500	-	Amber	Commenced in July £350k collected to date opportunity to increas	350	70%
Neighbourhood and Housing	Commercial Waste electric vehicles invest to save - business case	Colin Smith/Emma Reed	2024/25	0	Invest to Save	-	50				n/a
Neighbourhood and Housing	Garage Generation of additional income	Kyle Philips	2024/25	0	Generating Income	-	10				n/a
Neighbourhood and Housing	Charging for public use of Electric vehicle chargers	Kyle Philips	Yes	0	Generating Income	2	3	Amber	Not able to move forward with this in 23/24	-	0%
Neighbourhood and Housing	Reduced Contribution Regulatory Services	Helen Picton	Budget Adjustment	0	Service Review	21		Budget Adjustme	Budget Adjustment	21	100%
Neighbourhood and Housing	Budget Adjustment Pre Tenancy Adviser and VATs budget	Mike Ingram	Budget Adjustment	0	Service Review	26		Achieved - budget adjusted.	Budget Adjustment	26	100%

Appendix F Savings Tracker

Directorate	Description of Saving Proposal	Lead Officer	Equality Impact Assessment	FTE Impact 2023/24	Saving Category	Target Value		Overall RAG Status	Comments/Narrative	Value Achieved/ Expected to be Achieved 2023/24	Percentage Achieved %
						£'000	£'000				
						2023/24	2024/25				
Neighbourhood and Housing	Review Senior Officer Recharges to HRA to ensure no cross subsidisation	Mike Ingram	Budget Adjustment	0	Generating Income	33		Achieved - budget	Budget Adjustment	33	100%
Neighbourhood and Housing	Review Support Function - Vacant Possession	Mike Ingram	Yes	0	Service Review	25		Achieved - budget	Budget Adjustment	25	100%
<b>Subtotal Directorate Neighbourhood and Housing</b>						<b>1,000</b>	<b>588</b>			<b>640</b>	<b>64%</b>
<b>Directorate Place</b>											
Place	General Efficiencies within Regeneration service	Phil Chappell	Budget Adjustment	0	Service Review	25		Budget Adjustment		25	100%
Place	Review of facilities contracts	Phil Chappell	Yes	0	Corporate Asset Strategy	10	23	Amber	This is an agreed Invest to Save scheme. Savings should be achieved, subject to final agreement being reached		0%
Place	Administration target for Creative Communities team	Phil Chappell	Budget Adjustment	0	Generating Income	15		Budget Adjustment		15	100%
Place	Review of Regeneration & Economic Development Support Services	Phil Chappell	Yes	1	Service Review	62		Amber	Review of Regeneration structure is largely complete. Total savings will not be made this year but the shortfall will be covered by alternative income sources	50	80%
Place	Reduce events grants budget	Phil Chappell	Budget Adjustment	0	Service Review	3		Budget Adjustment		3	100%
Place	Review of visitor attractions in country parks	Phil Chappell	Yes	1.42	Service Review	50	22	Amber	It has been agreed that the Cosmeston Medieval Village will remain open to the public but associated support will be removed	-	0%
Place	Review planning and additional fee income (e.g. PPAs)	Ian Robinson	Budget Adjustment	0	Generating Income	36		Budget Adjustment	Developers are being offered the opportunity to enter agreements with the Council to ensure that applications are processed as quickly and efficiently as possible.	36	100%
Place	Review of Business Support function	Ian Robinson	Yes	1.6	Service Review	44		Green	Staff savings achievable	44	100%
Place	Increased DFG provision (removal of means testing)	Phil Chappell	Yes	0	Generating Income	20		Red	Unlikely due to the delay in the establishment of a single Adaptations Team. A new Independent Living Policy has now been adopted by the Authority, incorporating the principles of Discretionary Adaptations Grants. This should ensure that the number of applications that qualify for funding will increase and this should have a positive impact on fee income which will assist in achieving this savings target going forward.	-	0%
<b>Subtotal Directorate Place</b>						<b>265</b>	<b>45</b>			<b>173</b>	<b>65%</b>
<b>Directorate Corporate Resources</b>											
Resources	Mayor's Supplies and Services Budget	Jeff Rees	Budget Adjustment	0	Service Review	4		Achieved - budget adjusted.		4	100%
Resources	Democratic Supplies and Services Budget	Jeff Rees	Budget Adjustment	0	Service Review	1		Achieved - budget adjusted.		1	100%
Resources	Registrars Supplies and Services Budget	Jeff Rees	Budget Adjustment	0	Service Review	1		Achieved - budget adjusted.		1	100%
Resources	Legal Services Supplies and Services Budget	Debbie Marles	Budget Adjustment	0	Service Review	17		Achieved - budget adjusted.		17	100%
Resources	Budget Supplies and Services Adjustments	Tom Bowring	Budget Adjustment	0	Service Review	9		Achieved - budget adjusted.		9	100%
Resources	Supplies and Services Budget Adjustments	Lorna Cross	Budget Adjustment	0	Service Review	17		Achieved - budget adjusted.		17	100%
Resources	Supplies and Services Budget Adjustments	Tracy Dickinson	Budget Adjustment	0	Service Review	9		Achieved - budget adjusted.		9	100%
Resources	Supplies and Services Budget Adjustments	Matt Bowmer	Budget Adjustment	0	Service Review	20		Achieved - budget adjusted.		20	100%

Appendix F Savings Tracker

Directorate	Description of Saving Proposal	Lead Officer	Equality Impact Assessment	FTE Impact 2023/24	Saving Category	Target Value		Overall RAG Status	Comments/Narrative	Value Achieved/ Expected to be Achieved	Percentage Achieved
						£'000	£'000				
						2023/24	2024/25				
Resources	Supplies and Services Budget Adjustm	Nick Wheeler	Budget Adjustment	0	Service Review	13		Amber	Need to consider impact of OD refreshments cut	12	92%
Resources	Registrars' Income	Jeff Rees	Fees and Charges	0	Generating Income	30		Green	Budget has been adjusted. Additional target should be achieved ba	30	100%
Resources	O2 Mobile Phone Contract	Nick Wheeler	Procurement	0	Contract/Procureme	55		Green	Achieved - budget adjusted to reflect lower tariff however approx	55	100%
Resources	Managed Print Service	Nick Wheeler	Procurement	0	Contract/Procureme	-	70				n/a
Resources	Annual RSA Support Costs - Reduce n	Nick Wheeler	Procurement	0	Contract/Procureme	22		Green	Saving is predicated on the reduced use of RSA due to greater VPN	22	100%
Resources	Review C1V Office Accommodation	Tony Curliss/Lorna Cross	Yes	0	Corporate Asset Stra	50		Amber	Full saving will not be achieved during 23/24 as review is ongoing and this is part of a wide		0%
Resources	Review Docks Office Site	Lorna Cross	Yes	0	Corporate Asset Stra	200	100	Amber	Full saving will not be achieved during 23/24 as review is ongoing and this is part of a wide		0%
Resources	Remove Vacant Posts	Lorna Cross	Yes	0	Workforce Review	43		Green	Achieved - posts removed from establishment.	43	100%
Resources	Shared Cost AVCs	Tracy Dickinson	Yes	0	Generating Income	25		Green	The Shared Cost AVC deductions process commenced in August 20	25	100%
Resources	e-Billing in Revenues	Suzanne Jones	Yes	0	Digital Strategy	7		Green	#####	7	100%
Resources	Hybrid Mail - Housing Benefits	Suzanne Jones	Yes	0	Digital Strategy	20		Green	#####	20	100%
									Achieved - Vale share of post removed from establishment.		100%
Resources	Vale proportion of Vacant Post	Head of IASS	Yes	0	Workforce Review	15				15	100%
	Vale proportion of miscellaneous supplies and services savings from budget	Head of IASS							Achieved - Vale share of budget adjusted		100%
Resources	Counter fraud budget reduction	Head of IASS	Budget Adjustment	0	Service Review	2			Achieved - budget adjusted	2	100%
Resources	Counter fraud budget reduction	Head of IASS	Budget Adjustment	0	Service Review	22			Service includes a high target for fraud reduction. Annual income t	22	100%
<b>Subtotal Directorate Corporate Resources</b>						<b>582</b>	<b>170</b>			<b>331</b>	<b>57%</b>
<b>Policy</b>											
Policy	Mayor's hospitality budget and twinr	Jeff Rees	Budget Adjustment	0	Service Review	40			Achieved Budget Adjustment	40	100%
Policy	Appropriation of Debt to HRA - Savings against borrowing costs	Gemma Jones	Budget Adjustment	0	Service Review	25			Achieved Budget Adjustment	25	100%
Policy	Temporary Capital Financing Headro	Gemma Jones	Budget Adjustment	0	Service Review	1,000	500		Achieved Budget Adjustment	1,000	100%
Policy	Additional Investment Income (Temp	Gemma Jones	Budget Adjustment	0	Generating Income	550	300		Dependent on Income Generation	550	100%
<b>Subtotal Policy</b>						<b>1,615</b>	<b>500</b>			<b>1,615</b>	<b>100%</b>
<b>Total Savings</b>						<b>4,707</b>	<b>647</b>			<b>3,694</b>	<b>78%</b>
<b>Subtotal Directorate Learning and Skills</b>						<b>564</b>	<b>94</b>			<b>379</b>	<b>67%</b>
<b>Subtotal Directorate Social Services</b>						<b>681</b>	<b>250</b>			<b>556</b>	<b>82%</b>
<b>Subtotal Directorate Neighbourhood and Housing</b>						<b>1,000</b>	<b>588</b>			<b>640</b>	<b>64%</b>
<b>Subtotal Directorate Place</b>						<b>265</b>	<b>45</b>			<b>173</b>	<b>65%</b>
<b>Subtotal Directorate Corporate Resources</b>						<b>582</b>	<b>170</b>			<b>331</b>	<b>57%</b>
<b>Subtotal Policy</b>						<b>1,615</b>	<b>500</b>			<b>1,615</b>	<b>100%</b>
<b>Total Savings</b>						<b>4,707</b>	<b>647</b>			<b>3,694</b>	<b>78%</b>