

Appendix 2

Reference Number	Directorate	Service Area	Details	Total	Blue	Green	Amber	Red
				£	£	£	£	£
CS1	Corporate Services	Corporate Services All	Adjustment to gross pay budgets to incorporate vacancy management.	734,501		628,008		106,493
CS2	Corporate Services	Corporate Services All	Reduction in mileage budgets to reflect new flexible working models.	7,612		7,206	406	
CS3	Corporate Services	Corporate Services All	20% reduction in staff training budgets.	39,878		35,338	4,540	
CS4	Corporate Services	Chief Executive	Budget realignment on various non-pay budgets.	4,215		4,215		
CS5	Corporate Services	Director	Budget realignment on various non-pay budgets.	5,558		809	4,749	
CS6	Corporate Services	Corporate Finance	Head of Corporate Finance - Budget realignment on various non-pay budgets.	2,818		2,818		
CS7	Corporate Services	Corporate Finance	Internal Audit - Move restructuring of Team	54,280		54,280		
CS8	Corporate Services	Corporate Finance - Housing Benefits	Housing Benefits - Deletion of vacant 0.81 FTE Benefits Assessor post.	28,963		28,963		
CS9	Corporate Services	Digital Services	Digital Services Manager post temporarily funded through the Housing Revenue Account (HRA) and reserves.	93,310		93,310		
CS10	Corporate Services	Digital Services	IT Public Sector Broadband Aggregation (PSBA) saving - Temporary until outcomes of analogue switch off confirmed.	50,000		50,000		
CS11	Corporate Services	Digital Services	IT fixed telephone lines.	20,000		20,000		
CS12	Corporate Services	Customer Services	Cash in Transit (no longer required).	5,000		5,000		
CS13	Corporate Services	Customer Services	Photocopying (no longer required).	5,000		5,000		
CS14	Corporate Services	Customer Services	Customer Service Centres - Premises cleaning (temporary until decision on buildings). No impact on cleaning staff as sites are currently closed.	2,280		2,280		
CS15	Corporate Services	Customer Services	Saving in National Non-Domestic Rates (NDR).	1,000		1,000		
CS16	Corporate Services	Procurement	Rebate income from Food Procurement Framework.	50,000		50,000		
CS17	Corporate Services	Legal & Governance	Deletion of vacant Grade 5 Administrative Assistant post.	38,200		38,200		
CS18	Corporate Services	Legal & Governance	Deletion of vacant Grade 6 Complaints Officer post.	40,095		40,095		
CS19	Corporate Services	Legal & Governance	Reduction in postage budget.	5,000		5,000		
CS20	Corporate Services	Legal & Governance	Additional grant income.	5,000		5,000		
CS21	Corporate Services	Human Resources	Deletion of M&US Leadership Programme budget.	68,250		68,250		
CS22	Corporate Services	Human Resources	Deletion of vacant Grade 12 Human Resources Manager post.	71,792		71,792		
CS23	Corporate Services	Human Resources	Apprenticeship Budget - 2024/25 costs to be funded from reserves.	262,500		262,500		
CS24	Corporate Services	Business Improvement Services	Reduction in the budget for external Writing Language Translation.	20,000		20,000		
CS25	Corporate Services	General Fund Housing	Private Sector Housing - Budget realignment to reflect historical underspends.	32,000		32,000		
CS26	Corporate Services	General Fund Housing	Private Sector Housing - One-off contribution from agency fee income.	200,000			200,000	
	Sub-Total Corporate Services			1,845,252	361,580	1,164,484	219,195	106,493
MF1	Corporate Services	Miscellaneous Finance	Additional investment income due to increases in the Bank of England Base Rate.	3,224,628		2,964,695	259,933	
MF2	Corporate Services	Miscellaneous Finance	No revenue contribution to Capital Programme for 2024/25 only.	3,452,148		3,452,148		
MF3	Corporate Services	Miscellaneous Finance	Uncommitted free school meals grant transferred into the financial settlement in previous years - reflects historical financial position.	322,250		322,250		
MF4	Corporate Services	Miscellaneous Finance	Former Authorities pension contributions budget realignment.	150,000		76,240	73,760	
MF5	Corporate Services	Miscellaneous Finance	City Deal Debt Charges - Temporary savings to reflect no requirement to borrow in 2024/25.	757,306		757,306		
MF6	Corporate Services	Miscellaneous Finance	Deletion of uncommitted Targeted Rate Relief budget.	247,751		247,751		
MF7	Corporate Services	Miscellaneous Finance	Temporary savings on IT Replacement Strategy budget pending assessment of ongoing need.	148,644		148,644		
MF8	Corporate Services	Miscellaneous Finance	Deletion of the Matched Funding for Community Schemes budget.	16,783		16,783		
MF9	Corporate Services	Miscellaneous Finance	Deletion of Miscellaneous Items budget - no call on budget.	94,899		94,899		
MF10	Corporate Services	Miscellaneous Finance	Budget realignment on the Council Tax Reduction Scheme (CTRS) budget to reflect current commitments.	250,000		250,000		
MF11	Corporate Services	Miscellaneous Finance	Temporary reduction in debt charges budget due to there being no requirement to borrow in the 2024/25 financial year.	1,141,168		1,120,606	20,562	
MF12	Corporate Services	Miscellaneous Finance	Clawback of part of the energy growth approved in the 2023/24 budget following a review of actual costs being incurred in year.	999,000		999,000		
	Sub-Total Corporate Services Miscellaneous Finance			10,884,577	6,288,781	4,161,841	383,955	0
EE1	Economy & Environment	Economy & Environment All	Adjustment to gross pay budgets to incorporate vacancy management.	811,261		811,261		
EE2	Economy & Environment	Economy & Environment All	Reduction in mileage budgets to reflect new flexible working models.	13,300		13,300		
EE3	Economy & Environment	Economy & Environment All	20% reduction in staff training budgets.	41,847		38,000	3,847	
EE4	Economy & Environment	Regeneration	Business Enterprise and Renewal Team budget realignments.	34,000		34,000		
EE5	Economy & Environment	Regeneration	Business Support and Funding - Increased rental income from industrial portfolio.	30,000			30,000	
EE6	Economy & Environment	Regeneration	Reduction in tourism venue subsidies.	30,000		30,000		
EE7	Economy & Environment	Regeneration	Community Projects budget realignments.	3,192		3,192		
EE8	Economy & Environment	Regeneration	Temporary reduction in Caerphilly Enterprise Fund budget to be funded through grant.	50,912		50,912		
EE9	Economy & Environment	Regeneration	Temporary reduction in the Events budget to be funded through grant.	91,511		91,511		
EE10	Economy & Environment	Regeneration	Close Cofli Vista and lease building to private sector (possible additional income with the lease). Staff to be redeployed.	78,044		78,044		
EE11	Economy & Environment	Regeneration	Mothball the Winding House while a Community Asset Transfer (CAT) is explored. Staff will temporarily transfer to alternative buildings. The engine will continue to be run volunteers on a monthly basis as it does at present.	93,000		93,000		
EE12	Economy & Environment	Planning	Additional income from charging for specialist heritage advice.	2,000			2,000	
EE13	Economy & Environment	Planning	Introduction of new fee for street naming and numbering.	2,000			2,000	
EE14	Economy & Environment	Infrastructure	Temporary reduction in the Infrastructure budget.	922,000		922,000		
EE15	Economy & Environment	Corporate Property	Property Rationalisation Phase 1 - Consolidation of staff onto Tredomen campus and the closure of a number of back office satellite sites. The savings relate to the reduced running costs relating to the closure of offices and rental income realised as a result.	175,000			175,000	
EE16	Economy & Environment	Corporate Property	Temporary 20% reduction in non-essential Building Maintenance budgets - The main council buildings have been invested in previously and are capable of sustaining a further year of delayed maintenance. This would consist of non-urgent or non-essential works being delayed for future years when the funding is available. This saving has been made this year and at the time of writing the saving has caused minimal disruption, it should however be noted that key proactive maintenance tasks will still need to be performed in future years.	150,000			150,000	
EE17	Economy & Environment	Corporate Property	FM Maintenance Savings 20% - Buildings managed by the facilities management team have been invested in previously and are capable of delayed maintenance. This would consist of non-urgent or non-essential works being delayed for future years when the funding is available. This saving has been made this year and at the time of writing the saving has caused minimal disruption, it should however be noted that key proactive maintenance tasks will still need to be performed in future years.	150,000			150,000	
EE18	Economy & Environment	Corporate Property	Commercial Property income - Rent reviews on key commercial buildings to bring income in line with market terms.	150,000			150,000	
EE19	Economy & Environment	Corporate Property	Energy savings - The installation of a new heat pump at Ty Penallta will generate financial savings alongside further schemes on council buildings which will be developed in the coming months.	150,000			150,000	
EE20	Economy & Environment	Public Protection	1900 2 wheel Community Safety Warden posts pending enforcement review.	80,000		80,000		
EE21	Economy & Environment	Community & Leisure Services	Temporary reduction in RDP match-funding budget to be funded by grant.	135,381		135,381		
EE22	Economy & Environment	Community & Leisure Services	Tapered reduction of 4 hours in the subsidy for Caretaker costs in Community Centres over a three-year period from October 2023 (approved as part of 2023/24 budget).	35,171		35,171		
EE23	Economy & Environment	Community & Leisure Services	Tapered withdrawal of the subsidy for Markham Community Leisure Centre over a three-year period from April 2023 (approved as part of 2023/24 budget).	3,334		3,334		
EE24	Economy & Environment	Community & Leisure Services	Tiered increase in fees for the use of outdoor sports pitches (rugby, football, and cricket). Senior age groups will have a higher proportion of the increase than junior/youth/mini age groups.	12,750		5,000	7,750	
EE25	Economy & Environment	Community & Leisure Services	Increase fees for Knotweed and other invasive species treatment plans from £360 to £500.	4,600			4,600	
EE26	Economy & Environment	Community & Leisure Services	Temporary reduction in the Catering Maintenance Budget.	40,000		20,000	20,000	
	Sub-Total Economy & Environment			3,289,293	543,024	1,898,072	541,350	6,847
SS1	Social Services	Children's Services	Balance of budget for an Administrative Assistant role in the Safeguarding & Review Team that is no longer required following a previous restructuring.	8,735		8,735		
SS2	Social Services	Children's Services	Budget for 0.50 FTE Administrative Assistant in the Secretariat Team no longer required following re-deployment of postholder.	16,742		16,742		
SS3	Social Services	Children's Services	Budget for 0.50 FTE Clerical Assistant in the Complaints and Information Team that is no longer required following a part-time appointment to a full-time role.	16,410		16,410		
SS4	Social Services	Children's Services	Management, Fieldwork and Administration vacancy savings target temporarily increased from 4.5% to 9% to reflect current staff turnover and recruitment difficulties.	485,643		212,508	273,137	
SS5	Social Services	Adult Services	Management, Fieldwork and Administration vacancy savings target temporarily increased from 4.5% to 9% to reflect current staff turnover and recruitment difficulties.	419,075			62,197	356,878
SS6	Social Services	Adult Services	Minor Works of Adaptation costs to be temporarily funded from grant for a period of 2 years.	243,370		243,370		
SS7	Social Services	Adult Services	Temporary reduction in contribution to Gwent Frailty Pooled Fund, reflecting recurrent underspends in previous years.	55,000		55,000		
SS8	Social Services	Adult Services	Additional client contributions following increased occupancy levels in Own Residential Care.	400,000			147,156	252,844
SS9	Social Services	Adult Services	Budget realignment on Supported Employment contract.	8,000		8,000		
SS10	Social Services	Adult Services	Temporary adjustment to Home Assistance and Reablement budget to reflect current difficulties in recruiting carers and securing care packages.	1,050,000		1,050,000		
SS11	Social Services	Adult Services	10% increase in hourly charge for Home Care.	26,000			26,000	
SS12	Social Services	Adult Services	Budget realignment for contribution to the Learning and Development Pooled Budget.	25,000			25,000	
SS13	Social Services	Service Strategy & Business Support	Reduction in contribution to the Regional Partnership Team.	25,000			25,000	
SS14	Social Services	Service Strategy & Business Support	A number of posts in the Caerphilly Cares Team to be temporarily funded through grants.	291,887		291,887		
	Sub-Total Social Services			3,070,862	852,650	1,323,137	285,353	609,722
EL1	Education & Lifelong Learning	Education & Lifelong Learning All	Vacancy management/staff turnover in Central Education.	180,000		180,000		
EL2	Education & Lifelong Learning	Education & Lifelong Learning All	Reduction in mileage budgets in Central Education to reflect new flexible working models.	4,000		4,000		
EL3	Education & Lifelong Learning	Education & Lifelong Learning All	20% reduction in training budgets across Central Education.	1,600		1,600		
EL4	Education & Lifelong Learning	21st Century Schools	SU50 Building maintenance (LA-Schools). Temporary savings proposal, recommendation to fund (to this value) from earmarked LMS Contingency balances in 2024/25.	346,320		346,320		
EL5	Education & Lifelong Learning	Adult Education	Adult Education - Additional income generation linked to economies of scale/shared costs with project to 31 March 2025. Short-term reduction in premises maintenance costs due to recent investment.	60,000		60,000		
EL6	Education & Lifelong Learning	Libraries	Book funding reduction.	57,000		57,000		
EL7	Education & Lifelong Learning	Administration	Restructure in Administration Team.	30,450		30,450		
EL8	Education & Lifelong Learning	Early Years	Rising 2's budget (reduction based on recent spend/trends). Spend driven by requests from families for places.	20,000			20,000	
EL9	Education & Lifelong Learning	Early Years	Early Years Central Team - Some posts being funded by grant.	150,000		150,000		
EL10	Education & Lifelong Learning	Youth Service	Reduction in service budget (temporary saving) - Rationalisation with regards to premises; in-year savings linked to staff turnover/vacancies; maximising efficiencies linked to service resources and external grants.	125,000		125,000		
EL11	Education & Lifelong Learning	School Improvement	Education Improvement Grant (EIG) match funding. This reduction has no impact for schools and reflects an in-year underspend in 2023/24. The Authority's match funding commitment is fully met after this reduction.	32,000		32,000		
EL12	Education & Lifelong Learning	School Improvement	Education Achievement Service (EAS) - 10% reduction in core contribution to Regional Consortia.	88,260		88,260		
EL13	Education & Lifelong Learning	Inclusion & ALN	Vacant Post (hours) - Referral Support Team.	58,700		58,700		
EL14	Education & Lifelong Learning	Inclusion & ALN	Vacant Post (hours) - Education Other Than at School (EOTAS) Team.	15,225		15,225		
EL15	Education & Lifelong Learning	School Improvement	Local Management of Schools (LMS) Contingency. This budget supports ad hoc in-year school formula issues and recent trends have indicated that this reduction is achievable. Should any issues arise would look to access earmarked LMS Contingency Reserves (subject to appropriate approval).	25,000			25,000	
EL16	Education & Lifelong Learning	Education & Lifelong Learning All	Police Checks (reduction based on recent spend/trends).	5,000		5,000		
EL17	Education & Lifelong Learning	Education & Lifelong Learning All	External Audit Fees (reduction based on recent spend/trends).	5,000		5,000		
EL18	Education & Lifelong Learning	Education & Lifelong Learning All	General Computer Costs (reduce budget).	10,000		10,000		
EL19	Education & Lifelong Learning	Post 16	14-19 Transport (Post 16). This reduction is linked to an underspend in recent years.	5,000		5,000		
EL20	Education & Lifelong Learning	Music Service	Music Service - 10% saving on the service budget, which will impact delivery hours for pupils.	41,000			41,000	
EL21	Education & Lifelong Learning	School Improvement	School Improvement - Funding allocated to support schools in difficulty. No schools in a statutory category since beginning of 2023.	20,000		20,000		
EL22	Education & Lifelong Learning	Education & Lifelong Learning All	Vacant Properties (one-off). Costs associated with site security and utility costs. Reduction based on anticipated budget capacity in 2024/25.	5,000		5,000		
EL23	Education & Lifelong Learning	Early Years	Childrens Centre - External contract ending in 2023/24. Changes to develop registered childcare provision, funding to be supported through grants.	36,000		36,000		
	Sub-Total Education & Lifelong Learning			1,318,655	775,030	466,525	77,690	0
EL24	Education & Lifelong Learning	Schools	Schools to absorb £3m of 2024/25 projected cost pressures of £8.283m.	3,000,000			2,544,000	456,000
	Sub-Total Education & Lifelong Learning Schools			3,000,000	0	0	2,544,000	456,000
AL1	All Directorates	All Directorates	Mobilising Team Caerphilly Transformation Programme in-year savings target for 2024/25.	5,000,000	1,123,475	178,000	1,000,000	2,698,525
AL2	All Directorates	All Directorates	General Fund Services non-pay inflationary pressures to be absorbed by services. A range of spend control measure are in the process of being developed through the Mobilising Team Caerphilly Transformation Programme to assist budget holders in managing down these inflationary pressures.	2,673,000				2,673,000
	Sub-Total All Directorates			7,673,000	1,123,475	178,000	3,673,000	2,698,525
	Total			31,061,539	9,944,540	9,192,059	7,887,353	3,877,587