

Appendix 2 – 2024/25 Savings Delivery BRAG Assessment as at the 31st of December 2024 (Period 9)

Directorate	Service Area	Details	Total £	Blue £	Green £	Amber £	Red £
Corporate Services	All	Adjustment to gross pay budgets to incorporate vacancy management.	734,501		734,501		
Corporate Services	All	Reduction in mileage budgets to reflect new flexible working models.	7,612		7,167	445	
Corporate Services	All	20% reduction in staff training budgets.	39,878		37,693	2,185	
Corporate Services	Chief Executive	Budget realignment on various non-pay budgets.	4,215		4,215		
Corporate Services	Director	Budget realignment on various non-pay budgets.	5,558		558	5,000	
Corporate Services	Corporate Finance	Head of Corporate Finance - Budget realignment on various non-pay budgets.	2,818		2,818		
Corporate Services	Corporate Finance	Internal Audit - Minor restructuring of Team.	54,280	54,280			
Corporate Services	Corporate Finance - Housing Benefits	Housing Benefits - Deletion of vacant 0.81 FTE Benefits Assessor post.	28,963	28,963			
Corporate Services	Digital Services	Digital Services Manager post temporarily funded through the Housing Revenue Account (HRA) and reserves.	93,310	93,310			
Corporate Services	Digital Services	IT Public Sector Broadband Aggregation (PSBA) saving - Temporary until outcomes of analogue switch off confirmed.	50,000		50,000		
Corporate Services	Digital Services	IT fixed telephone lines.	20,000		20,000		
Corporate Services	Customer Services	Cash in Transit (no longer required).	5,000	5,000			
Corporate Services	Customer Services	Photocopying (no longer required).	5,000	5,000			
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			
Corporate Services	Customer Services	Saving in National Non-Domestic Rates (NNDR).	1,000	1,000			
Corporate Services	Procurement	Rebate income from Food Procurement Framework.	50,000		50,000		
Corporate Services	Legal & Governance	Deletion of vacant Grade 5 Administrative Assistant post.	36,200	36,200			
Corporate Services	Legal & Governance	Deletion of vacant Grade 6 Complaints Officer post.	40,095	40,095			
Corporate Services	Legal & Governance	Reduction in postage budget.	5,000	5,000			
Corporate Services	Legal & Governance	Additional grant income.	5,000	5,000			
Corporate Services	Human Resources	Deletion of MeUS Leadership Programme budget.	68,250	68,250			
Corporate Services	Human Resources	Deletion of vacant Grade 12 Human Resources Manager post.	71,792	71,792			
Corporate Services	Human Resources	Apprenticeship Budget - 2024/25 costs to be funded from reserves.	262,500	262,500			
Corporate Services	Business Improvement Services	Reduction in the budget for external Welsh Language Translation	20,000	20,000			
Corporate Services	General Fund Housing	General Fund Housing - Budget realignment to reflect historical underspends.	9,300	9,300			
Corporate Services	Private Sector Housing	Private Sector Housing - Budget realignment to reflect historical underspends.	22,700	22,700			
Corporate Services	Private Sector Housing	Private Sector Housing - One-off contribution from agency fee income.	200,000	200,000			
Sub-Total Corporate Services			1,845,252	930,670	906,952	7,630	0
Corporate Services	Miscellaneous Finance	Additional investment income due to increases in the Bank of England Base Rate.	3,224,628		2,820,876	403,752	
Corporate Services	Miscellaneous Finance	No revenue contribution to Capital Programme for 2024/25 only.	3,452,148	3,452,148			
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			
Corporate Services	Miscellaneous Finance	Former Authorities pension contributions budget realignment.	150,000		81,432	68,568	
Corporate Services	Miscellaneous Finance	City Deal Debt Charges - Temporary saving to reflect no requirement to borrow in 2024/25.	757,306	757,306			
Corporate Services	Miscellaneous Finance	Deletion of uncommitted Targeted Rate Relief budget.	247,751	247,751			
Corporate Services	Miscellaneous Finance	Temporary saving on IT Replacement Strategy budget pending assessment of ongoing need.	148,644	148,644			
Corporate Services	Miscellaneous Finance	Deletion of the Matched Funding for Community Schemes budget.	16,783	16,783			

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Corporate Services	Miscellaneous Finance	Deletion of Miscellaneous Items budget - no call on budget.	94,899	94,899			
Corporate Services	Miscellaneous Finance	Budget realignment on the Council Tax Reduction Scheme (CTRS) budget to reflect current commitments.	250,000	250,000			
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		1,095,318	45,850	
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			10,804,577	6,288,781	3,997,626	518,170	0
Economy & Environment	All	Adjustment to gross pay budgets to incorporate vacancy management.	811,261		811,261		
Economy & Environment	All	Reduction in mileage budgets to reflect new flexible working models.	13,300		13,300		
Economy & Environment	All	20% reduction in staff training budgets.	41,847		35,360		6,487
Economy & Environment	Regeneration	Business Enterprise and Renewal Team budget realignments.	34,000	34,000			
Economy & Environment	Regeneration	Business Support and Funding - Increased rental income from industrial portfolio.	30,000				30,000
Economy & Environment	Regeneration	Reduction in tourism venue subsidies.	30,000	30,000			
Economy & Environment	Regeneration	Community Projects budget realignments.	3,182	3,182			
Economy & Environment	Regeneration	Temporary reduction in Caerphilly Enterprise Fund budget to be funded through grant.	50,912	50,912			
Economy & Environment	Regeneration	Temporary reduction in the Events budget to be funded through grant.	91,511	91,551			
Economy & Environment	Regeneration	Close Coffi Vista and lease building to private sector (possible additional income with the lease). Staff to be redeployed.	78,044	78,044			
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 by volunteers on a monthly basis as it does at present.	93,000	93,000			
Economy & Environment	Planning	Additional income from charging for specialist heritage advice.	2,000			2,000	
Economy & Environment	Planning	Introduction of new fee for street naming and numbering.	2,000			2,000	
Economy & Environment	Infrastructure	Temporary reduction in the Infrastructure budget.	922,000		922,000		
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		
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	
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		
Economy & Environment	Corporate Property	Commercial Property income - Rent reviews on key commercial buildings to bring income in line with market terms.	150,000		100,000		50,000

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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	75,000	75,000		
Economy & Environment	Public Protection	Hold 2 vacant Community Safety Warden posts pending the outcome of a wider enforcement review.	80,000	80,000			
Economy & Environment	Community & Leisure Services	Temporary reduction in RDP match-funding budget to be funded by grant.	135,381	135,381			
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			
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			
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	
Economy & Environment	Community & Leisure Services	Increase fees for Knotweed and other invasive species treatment plans from £360 to £500.	4,600			4,600	
Economy & Environment	Community & Leisure Services	Temporary reduction in the Cemeteries Maintenance Budget.	40,000		20,000	20,000	
Sub-Total Economy & Environment			3,289,293	709,575	2,306,921	186,350	86,487
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 restructure.	8,735	8,735			
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			
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			
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	485,643	0		
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		54,679	86,728	277,668
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			
Social Services	Adult Services	Temporary reduction in contribution to Gwent Frailty Pooled Fund, reflecting recurrent underspends in previous years.	55,000	55,000			
Social Services	Adult Services	Additional client contributions following increased occupancy levels in Own Residential Care.	400,000			295,019	104,981
Social Services	Adult Services	Budget realignment on Supported Employment contract.	8,000	8,000			
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	787,500	262,500		
Social Services	Adult Services	10% increase in hourly charge for Home Care.	26,000		26,000		
Social Services	Adult Services	Budget realignment for contribution to the Learning and Development Pooled Budget.	25,000		25,000		
Social Services	Service Strategy & Business Support	Reduction in contribution to the Regional Partnership Team.	25,000		25,000		
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	1,913,287	393,179	381,747	382,649

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Education & Lifelong Learning	All	Vacancy management/staff turnover in Central Education.	180,000	117,000	63,000		
Education & Lifelong Learning	All	Reduction in mileage budgets in Central Education to reflect new flexible working models.	4,000	4,000			
Education & Lifelong Learning	All	20% reduction in training budgets across Central Education.	1,600	800	800		
Education & Lifelong Learning	21st Century Schools	50/50 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			
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	50,000	10,000		
Education & Lifelong Learning	Libraries	Book funding reduction.	57,000	57,000			
Education & Lifelong Learning	Administration	Restructure in Administration Team.	30,450	30,450			
Education & Lifelong Learning	Early Years	Rising 3's budget (reduction based on recent spend/trends). Spend driven by requests from families for places.	20,000	20,000			
Education & Lifelong Learning	Early Years	Early Years Central Team - Some posts being funded by grant.	150,000	150,000			
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			
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			
Education & Lifelong Learning	School Improvement	Education Achievement Service (EAS) - 10% reduction in core contribution to Regional Consortia.	88,260	88,260			
Education & Lifelong Learning	Inclusion & ALN	Vacant Post (Hours) - Behaviour Support Team.	56,700	56,700			
Education & Lifelong Learning	Inclusion & ALN	Vacant Post (Hours) - Education Other Than at School (EOTAS) Team.	15,225				15,225
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		
Education & Lifelong Learning	All	Police Checks (reduction based on recent spend/trends).	5,000	5,000			
Education & Lifelong Learning	All	External Audit Fees (reduction based on recent spend/trends).	5,000	5,000			
Education & Lifelong Learning	All	General Computer Costs (reduce budget).	10,000	10,000			
Education & Lifelong Learning	Post 16	14-19 Transport (Post 16). This reduction is linked to an underspend in recent years.	5,000	5,000			
Education & Lifelong Learning	Music Service	Music Service - 10% saving on the service budget, which will impact delivery hours for pupils.	41,000	41,000			
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			

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Directorate	Service Area	Details	Total £	Blue £	Green £	Amber £	Red £
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			
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			1,318,555	1,204,530	98,800	0	15,225
Education & Lifelong Learning	Schools	Schools to absorb £3m of 2024/25 projected cost pressures of £8.283m.	3,000,000			1,320,000	1,680,000
Sub-Total Education & Lifelong Learning Schools			3,000,000	0	0	1,320,000	1,680,000
All Directorates	All	Mobilising Team Caerphilly Transformation Programme in-year savings target for 2024/25.	5,000,000	1,475,783		178,000	3,346,217
All Directorates	All	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	1,475,783	0	2,851,000	3,346,217
Total			31,001,539	12,522,626	7,703,478	5,264,897	5,510,578