

Appendix 6: 2017/18 Savings Analysis

This Appendix gives a description of the new savings on Functional Budgets, and should be used to support the Directorate summaries (Appendices 3-5).

Savings themselves can be categorised as follows:

1. Those already included in the MTFP – these represent savings arising from decisions already made by Council or Cabinet;
2. New savings – New saving proposals submitted by Officers for review;

All savings have been subject to an Equality Impact Screening Assessment. This has indicated a full assessment is not required.

As well as the savings identified within this Appendix, the Council has also achieved £84k of savings on inflation included within the MTFP and £732k of savings as a result of the PeopleFirst Review. The PeopleFirst savings are shown in the Directorate summaries.

Cost Centre	Cost Centre Description	Savings Already in MTFP £	New Savings £	Total Savings £	Description of Saving
	People Directorate Schools and Early Years				
5360	School Improvement	0	(25,000)	(25,000)	Additional investment in school improvement services was made previously as one off funding but was then extended for a second year (total investment was actually £100k of which £50k was invested by schools through their funding). Improvements have been made as reflected in the latest educational attainment results and budget has been restored to its previous level.
	Schools and Early Years	0	(25,000)	(25,000)	
	Total People Directorate	0	(25,000)	(25,000)	
	Places Directorate Highways				
1502	Drainage and Jetting	0	(1,700)	(1,700)	A capital programme to upgrade all suitable lighting stock to LED is already underway and on target to be completed in 2016/17. The upgrades are forecast to cost around £800k and result in revenue savings of around £120k per year contributing £0.5m to MTFP gap over 5 years. In 2017/18 £150k of the £212k saving relates to lighting Highways Asset Management Plan (HAMP) and Highway Inspection Policy is currently under review, along with lifecycle planning for highway
1503	Bridges and Culverts	0	(700)	(700)	
1531	Forestry Advice	0	(2,300)	(2,300)	
1501	Safety	0	(2,600)	(2,600)	
1508	Carriageway Patching	0	(7,100)	(7,100)	
1509	Footway Patching	0	(800)	(800)	
1510	Minor Repairs	0	(2,900)	(2,900)	
1515	Highways Management	0	(38,400)	(38,400)	

Cost Centre	Cost Centre Description	Savings Already in MTFP £	New Savings £	Total Savings £	Description of Saving
1506	Street Lighting	0	(149,800)	(149,800)	assets, which will give Members the opportunity to review service levels and expenditure
1507	Barriers	0	(300)	(300)	
1504	Winter Maintenance	0	(5,400)	(5,400)	
	Total Highways	0	(212,000)	(212,000)	
	Environmental Maintenance				
2002	Environmental Services	0	(2,000)	(2,000)	Small reductions across various budgets identified as not required
2690	Amenity Grass	0	(300)	(300)	
	Total Environmental Maintenance	0	(2,300)	(2,300)	
	Forestry Maintenance				
1526	Forestry Maintenance	0	(3,000)	(3,000)	The skill set of the new Forestry Officer has reduced the need for external consultancy as well as the potential for selling of services. Over the last 3 years an average of £9k pa has been spent on forestry advice. It is proposed that the Forestry Officer can also provide a tree risk assessment service including advice on statutory works to organisations such as schools, parish councils and housing associations.
1531	Forestry Advice	0	(9,000)	(9,000)	
	Total Forestry Maintenance	0	(12,000)	(12,000)	
	Highways Management				
1515	Highways Management	0	(10,000)	(10,000)	Introduction of the road works permit scheme charging utility companies for road works to improve management of all works on our roads and reduce unnecessary disruption to road users.
	Total Highways Management	0	(10,000)	(10,000)	
	Parking				
1600	Parking	0	(131,000)	(131,000)	(i) £120k increase for parking charges. Charges were last increased in 2012. (ii) £11k Headcount saving - Part time vacancy to be removed from establishment, maintaining the current level of 118 hours of enforcement
	Total Parking	0	(131,000)	(131,000)	
	Public Rights of Way				
1505	Public Rights of Way	0	(20,000)	(20,000)	The cost of mowing/vegetation clearance on the public rights of way network over the past 5 years has reduced substantially from £46k in 13/14 and is estimated to cost £15k in 17/18, partly facilitated by using in house staff to carry out work.
	Total Public Rights of Way	0	(20,000)	(20,000)	
	Public Protection				
2003	Env & Trading Standards	0	(10,000)	(10,000)	

Cost Centre	Cost Centre Description	Savings Already in MTFP £	New Savings £	Total Savings £	Description of Saving
2542	Environmental Protection	0	(600)	(600)	Small reductions across various budgets identified as not required
2590	Dog Warden & Pest Control	0	(2,700)	(2,700)	
2810	Licences	0	(5,000)	(5,000)	Environmental Services business licences issued have been over achieving budget for a number of years and this is expected to continue. Licences net budget is £55k but licences have been exceeding £60k
	Total Public Protection	0	(18,300)	(18,300)	
	Waste Management				
2490	Refuse Collection	0	(20,500)	(20,500)	(i) £20k introduction of charge for additional green/garden waste bins (currently free of charge) based on the assumptions of a fee of £40 for a collection service per year and a take up rate of 500 households. (ii) £500 small reduction in budget identified as not required
2500	Waste Management	0	(6,200)	(6,200)	Small reductions across various budgets identified as not required
	Total Waste Management	0	(26,700)	(26,700)	
	Property Services				
2900	Admin Buildings	0	(80,000)	(80,000)	(i) £55k Removal of repairs and maintenance budget in Property Services as property repairs covered by Central Maintenance repairs and maintenance budgets. Charging external organisations for Property Services expertise and improving in house capitalisation of project management costs. (ii) £45k Headcount saving - with a budgeted FTE for cleaning staff of 8.79 but only 1.34 in post with much of the cleaning being covered by contract cleaners. The proposal is to outsource the remaining cleaning staff, as well as the premises officers, call desk and 'out of hours' response team.
3850	Property Services	0	(20,000)	(20,000)	
	Total Property Services	0	(100,000)	(100,000)	
	Commercial & Industrial Properties				
5817	Oakham Enterprise Park	(39,000)	0	(39,000)	Income from garages transferred from Spire Homes. Last year, the budget was set at £0 reflecting the fact that work was required to undertake works at the garages and the income raised was set aside to cover these costs. This has been completed and c£20k surplus on the budget is expected in 17/18.
5824	Residential Garages	0	(20,000)	(20,000)	
	Commercial & Industrial Properties	(39,000)	(20,000)	(59,000)	
	Culture & Registration Services				

Cost Centre	Cost Centre Description	Savings Already in MTFP £	New Savings £	Total Savings £	Description of Saving
3420	Registration Service	0	(10,000)	(10,000)	Increased income as a result of gradual increase in ceremony activity over last couple of financial years net surplus c£10k. At Q2 2016/17 Weddings 288 (270 2015/16), deaths 121 (114 2015/16), births 157
	Total Culture & Registration Services	0	(10,000)	(10,000)	
	Libraries				
5700	Libraries	0	(24,000)	(24,000)	(i) £19k Headcount - reconfiguration of staffing structure, amendments to duties and changes in hours reducing reliance on need for overtime. Future savings will also be facilitated by the installation of new self-access technology enabling unstaffed provision. This has been successfully achieved in other authorities. (ii) £5k - 7% reduction of book fund as resources are directed to providing e-books and online resources available 24/7, reflecting changes in demand
5718	Prison Library Service	0	(8,000)	(8,000)	Increased grant income by £8k (from £81k to £88k) from Prison Library Service due to increase in inmate numbers but no impact on library costs
	Total Libraries	0	(32,000)	(32,000)	
	Sports & Leisure Services				
5711	Recreation and Leisure	0	(38,000)	(38,000)	(i) £34k Headcount saving - Sports Development Manager post is currently vacant, and can therefore be removed from the establishment. The role oversees Active Recreation which will now be covered by the Head of Culture and Registration. As the Head of Culture and Registration also oversees Libraries, Museums as well as all things culture this will result in a reduction in service capacity to undertake sport and physical activity projects such as public health intervention schemes, major funding bids and developing partnerships. (ii) £4k Reduction in Active Recreation promotional budget in line with activity due to a reduction in service capacity.
	Total Sports & Leisure Services	0	(38,000)	(38,000)	
	Total Places	(39,000)	(632,300)	(671,300)	
	Resources Directorate Corporate Costs				

Cost Centre	Cost Centre Description	Savings Already in MTFP £	New Savings £	Total Savings £	Description of Saving
3722	Stationery	0	(2,000)	(2,000)	Small reductions across various budgets inc technical reduction on the cost of apprenticeship levy
3721	External Levies	0	(14,000)	(14,000)	
	Total Corporate Costs	0	(16,000)	(16,000)	
	Accountancy & Finance				
3103	Finance	0	(30,000)	(30,000)	Headcount saving - Review of team structure with implementation of new Agresso easing the burden on transaction processing. Vacancies within the team held rather than loss of staff.
	Total Accountancy & Finance	0	(30,000)	(30,000)	
	Corporate Support Services				
3108	Corporate Support Services	0	(30,000)	(30,000)	Headcount saving - There are a number of vacancies in the team at the moment, being covered by temporary arrangements and the Head of Corporate Governance post is vacant. A review of the structure is being undertaken, linked to but separate to the Admin Review. Saving expected to be c£30k
	Total Corporate Support Services	0	(30,000)	(30,000)	
	Revenues and Benefits				
3000	Revenues	0	(13,000)	(13,000)	Headcount saving - Service review completed. New posts created in respect of debt recovery (an area that needs to be strengthened in this climate) and deputyships (Council has a growing caseload). Savings are being made in relation to some admin posts as changes being made to business processes.
	Total Revenues and Benefits	0	(13,000)	(13,000)	
	Financial Support				
3025	Discretionary Hardship Fund	0	(25,000)	(25,000)	Demand has traditionally been c£25k against a budget of £50k. The budget is simply being reduced to £25k but can be topped up through a specific earmarked welfare reserve. There is no change in policy so residents in need will continue to be supported.
	Total Financial Support	0	(25,000)	(25,000)	
	Total Resources	0	(114,000)	(114,000)	
	Total Directorate Savings	(39,000)	(771,300)	(810,300)	
	Corporate Savings				

Cost Centre	Cost Centre Description	Savings Already in MTFP £	New Savings £	Total Savings £	Description of Saving
	Headcount Reduction Target	(75,000)	(46,000)	(121,000)	The headcount includes a further target of £121k (of which £75k was already in 16/17) to be saved in 17/18. The Council is doing an admin review which will contribute significantly to this saving.
	Total Corporate Savings	(75,000)	(46,000)	(121,000)	
	Total Savings	(114,000)	(817,300)	(931,300)	