

FURTHER EFFICIENCY SAVINGS PROPOSALS 2010-14

The MTFP for 2009-13, approved by Council on 26 February 2009, contains annual efficiency savings totaling £6.5M.

The draft MTFP for 2010-14 contains new efficiency savings proposals, detailed below, totaling £4.6M per annum. The total planned and proposed efficiency savings in the 2010-14 draft MTFP is, therefore, £11.1M.

| | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Children's Services | | | | |
| School Improvement and Development – Administration Restructure. This will see two posts funded from the core budget deleted from the establishment. These post would be replaced by a similar post funded from specific grant. | 35 | 36 | 37 | 38 |
| Deletion of Personal Assistant Post | 25 | 25 | 25 | 25 |
| Performance and Policy Review - Currently the Performance and Policy Team is undergoing a Corporate review. | 25 | 25 | 25 | 25 |
| Re-commissioning of the Pupil Referral Unit/Behaviour Support Review - this proposal is to ensure that a more effective behaviour service is in place to support schools. | 290 | 290 | 290 | 290 |
| Increased Capital Contribution to Children Services Capital Team - Currently £50k of the Capital Services Capital Team, is funded from core budget, the rest £243k is funded via a management charge to capital schemes. It is proposed that this team becomes fully funded from Capital. | 50 | 50 | 50 | 50 |
| Resources Team Review - Currently the Schools Finance Team is not 100% funded from the SLA they have with Schools. This proposal would see the review of the existing staffing structure and the level of re-charge to Schools, to ensure that the whole of the team is funded via the SLA with Schools. | 10 | 20 | 20 | 20 |

| Children's Services - continued | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Increase in the Schools Central Expenditure Limit to cover additional Transport/External Placement Costs -as both of these elements are within the Local Authority Block of Section 52, it is possible to make an adjustment to the Central Expenditure Limit to accommodate this pressure. | 200 | 200 | 200 | 200 |
| Management re-charge for Schools Broadband - currently the Authority received cf£400k grant funding relating to Schools Broadband and ICT infrastructure improvements. The majority of this funding is either pass ported to schools, or equipment purchased on behalf of schools. This proposal would top slice 10% management fee. | 40 | 40 | 40 | 40 |
| Ethnic Minority Service Review - this proposal would see a review of the Ethnic Minority Service, with a view of a reduction in the management capacity. | 0 | 53 | 54 | 56 |
| Third Tier Restructure of School Improvement and Development - under the current white paper for 21st century schools, the role of Lead Officers will change. This proposal would see the structure made fit for future developments. | 0 | 0 | 54 | 138 |
| Special Educational Needs Review - review of the SEN Provision, including management, admin, low incidence needs and monitoring and evaluation. | 20 | 41 | 42 | 44 |
| Curriculum Support - cease service if Schools Forum do not choose to continue to fund the service. | 0 | 0 | 20 | 20 |
| Review of External Placements/In house foster carer provision - to review the current expenditure on external placements with a view to reducing the cost of external placement whilst increasing in house Foster Carer provision. | 100 | 100 | 100 | 100 |
| Adult and Community Learning Fees target - the Adult and Community Learning Service retain all the fees achieved from their courses, to re-invest in the service. This proposal would give the service an additional income target of £20k. | 20 | 20 | 20 | 20 |

| Children's Services - continued | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Reduction in management - this proposal relates to a significant reduction in the management costs of Children Services. It is anticipated that this saving can be achieved via natural wastage and the re-charging of management costs towards future external funding. | 160 | 200 | 200 | 240 |
| Story Sack/Toy Library - this proposal will result in a new way of providing the Toy Library/Storiesacks service. This service employs 5, in the main part time members of staff. The service delivers a toy library and story sacks service to various settings in the Town. The service will be replaced via this being the core offer of service at Children Centres. | 17 | 74 | 75 | 75 |
| Allowance for staff turnover | 400 | 400 | 400 | 400 |
| Mainstreaming of future grant income | 100 | 100 | 100 | 100 |
| Removal of non committed inflation from budget | 20 | 20 | 20 | 20 |
| Total Children's Services Efficiency Savings | 1,512 | 1,694 | 1,772 | 1,901 |
| Community Services | | | | |
| Street Scene - promote more bio diversity in a number of large open spaces via wildflower areas. | 20 | 20 | 20 | 20 |
| South Park Aviary – work in partnership with Friends of the Park to manage the aviary. | 15 | 15 | 15 | 15 |
| Trade Waste – actively market and increase business for trade waste collections both recycling and residual. | 10 | 10 | 10 | 10 |
| Waste disposal - waste reduction - reduced waste - there has been a downward trend in waste. Further analysis is ongoing to see if savings could be higher. This may be due to the economic downturn and less waste being produced. | 50 | 50 | 50 | 50 |

| | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Community Services - continued | | | | |
| Countryside – reduce contribution to Groundwork over the next couple of years. This funding was initially provided for consultants work. In future, work will be commissioned on an ad hoc basis as required. | 15 | 30 | 30 | 30 |
| ASB equipment rationalization – when the equipment contract ends next year. | 8 | 8 | 8 | 8 |
| CCTV - technology efficiencies - Reduce the number of tapes in operations as we move away from video recording. | 7 | 7 | 7 | 7 |
| Street Scene - lower maintenance planting - Move to more sustainable planting where appropriate | 10 | 10 | 10 | 10 |
| Tree team - increase turnover and partnership working - embark on a partnership approach to tree management with the Tees Valley Authorities. | 33 | 50 | 60 | 60 |
| Environmental Crime – increase enforcement for environmental crime to improve the area for all residents. | 10 | 10 | 10 | 10 |
| Transport - driver training initiative - driver training to reduce fuel consumption as research has shown consumption can be improved. We are looking to do this with other Tees valley authorities. | 10 | 20 | 20 | 20 |
| Housing review of exempt accommodation cases - Housing Rent Allowance - through the review of exempt accommodation cases it is predicted the housing benefit subsidy the Council is currently paying will reduce by £150k. | 150 | 150 | 150 | 150 |
| Administration - PA restructure - delete a part time Support Assistant post from the structure. | 11 | 11 | 11 | 11 |
| Restructure in Quality section when the current manager retires in 2011/12. | - | 40 | 40 | 40 |
| Finance section restructure - delete a senior finance officer post | 35 | 35 | 35 | 35 |
| Increased use of electronic tendering - reduction in postage and stationery | 2 | 2 | 2 | 2 |
| Building design increased turnover - A one off increase in turnover and profit due to additional work via the Primary Capital Programme. | 20 | - | - | - |
| Engineering - reduce development control engineer hours - downturn in the economy and DC enquiries plus employment of dedicated Traffic Manager will allow for reduction in hours. | 9 | 9 | 9 | 9 |
| Delete a Road safety assistant post - which has been vacant for a year without a detrimental impact on service delivery. | 21 | 21 | 21 | 21 |

| | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Community Services - continued | | | | |
| Delete a traffic technician post, facilitated by a reduction in workload. Remaining duties will be dissipated amongst teams within Highways as part of the full review of the structure. | 23 | 23 | 23 | 23 |
| Engineers – employ direct staff and reduce agency costs - a full review, consolidated staffing structure and market forces have enabled us to now recruit to posts. | 36 | 36 | 36 | 36 |
| Delete private street works engineer post which is not required due to the reduction in Housing development following the economic downturn. | 36 | 36 | 36 | 36 |
| Prudential Borrowing expenditure - profiling of future commitments has reduced. | 34 | 43 | 43 | 43 |
| Engineers - provision of specialist structural advice from alternative source rather than using expensive agency. Market forces may enable us to now recruit to posts. | 40 | 40 | 40 | 40 |
| Highway staffing review – remainder of the work to be completed on the full review of the Highways and Engineering structure. | - | - | 40 | 40 |
| Winter maintenance - reduce costs via partner working - look at efficiencies of outsourcing or partnering the service delivery. | - | 30 | 30 | 30 |
| Cease the internal sandwich van and tea trolley service. | (1) | 9 | 9 | 9 |
| Arts Centre front of house restructure - to facilitate the new business operation it is proposed that the new management structure consist of a single House Manager working to the needs of the service supported by senior stewards. | (4) | 60 | 60 | 60 |
| Civic Theatre front of house restructure - following a review of FOH operation and ticket control it is proposed that Park Gate entrance and foyer will remain closed and therefore un-manned, | 15 | 15 | 15 | 15 |
| Utilise service engineers and reduce R & M - It is proposed that a planned approach to cyclical maintenance is taken across Cultural facilities, using Service Engineers at all sites | 15 | 15 | 15 | 15 |
| Markets - waste reduction - reduce the number of 1100 litre 'Euro bins' from 2 to 1 | 3 | 3 | 3 | 3 |
| It was agreed to defer the speed visor service in 2009/10 and 2010/11 in last year's MTFP and as there has been no negative impact it is proposed to withdraw from the service entirely. | - | 12 | 12 | 12 |

| | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|---|--|--|--|--|
| Community Services - continued | | | | |
| Arts development restructure - the deletion of the post of Arts Development Officer and Art Spark coordinator, to be replaced with a new position of Arts Engagement Officer. | 15 | 15 | 15 | 15 |
| Countryside staffing reduce hours - requests for reduced working hours have been received and their work can be accommodated amongst the other staff. | 10 | 10 | 10 | 10 |
| Non Committed Inflation | 90 | 90 | 90 | 90 |
| Allowance for staff turnover | 278 | 278 | 278 | 278 |
| Total Community Services Efficiency Savings | 1,026 | 1,213 | 1,263 | 1,263 |
| Chief Executives | | | | |
| Policy/CWC, merger of Social Inclusion/Race Equality budget | 15 | 15 | 15 | 15 |
| Connecting With Communities, reduction in the Talking Together budget | 0 | 10 | 10 | 10 |
| Development Control - removal of vacant admin post | 10 | 10 | 10 | 10 |
| Policy - reduction in supplies and services budgets | 9 | 9 | 9 | 9 |
| Economic & Planning Strategy - reduction in supplies and services budgets | 8 | 8 | 8 | 8 |
| Community Safety - reduction in projects | 3 | 6 | 9 | 12 |
| Community Safety - reduce hours for management information post | 7 | 7 | 7 | 7 |
| Community Safety - reduction in supplies and services budgets | 2 | 2 | 2 | 2 |
| Communications - redesign of Flyer and reduction in printed copies | 6 | 6 | 6 | 6 |
| Connecting with Communities - reduction in supplies and services | 1 | 1 | 1 | 1 |
| Economic & Environmental Strategy - reduce Council's Single Programme match-funding budget | 20 | 20 | 20 | 20 |
| Development Control - increase level of fee income from planning applications and subsequent discharge of planning conditions as economic recovery progresses. | 40 | 10 | 10 | 10 |
| Non Committed Inflation | 27 | 27 | 27 | 27 |
| Provision for staff turnover | 37 | 37 | 37 | 37 |
| Total Chief Executives Efficiency Savings | 185 | 168 | 171 | 174 |

| Corporate Services | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Corporate - deletion of essential user allowance across the Council – Employees who are deemed essential users currently receive a monthly lump sum to provide a vehicle for work and an allowance per mile. It is proposed that all employees using their cars for work will be paid on a Casual user mileage rate with no fixed monthly sum. The casual user mileage rate is higher than the essential rate. Pooled cars will be made available should staff no longer be able to provide a vehicle after the deletion of the allowance. This proposal will involve contractual changes for the staff concerned. | 50 | 130 | 180 | 180 |
| Corporate - removal of Sunday payments allowance across the Council – Premium rates are paid to employees working on a Sunday, the proposal is to remove such premium rates so employees will receive the same rate of pay on a Sunday as other days. This proposal will require a change to employee contracts. | 140 | 280 | 280 | 280 |
| Corporate – Remove all premium payments for overtime – Employees eligible for overtime payments are paid at time and half. This proposal means overtime will be paid at basic pay rates. This proposal will require a change to employee contracts. | 70 | 100 | 100 | 100 |
| Audit – reduced consultancy support – Audit Section offers consultancy support to departments in addition to audit work. This proposal limits the amount of support given to departments by reducing employee hours. | 17 | 17 | 17 | 17 |
| Archives – reduce the budget in line with the cost of service provided under the archives agreement with Durham CC. | 4 | 4 | 4 | 4 |
| Members – delete maintenance of mayor's garden – A budget has been in place for some years to enable Mayors to have their garden maintained during their year of office. The budget has not been used for many years and can therefore be deleted. | 1 | 1 | 1 | 1 |

| Corporate Services - continued | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|--|--|--|--|--|
| Members – reduce training budget – A number of training events are now held and paid for regionally therefore reducing the pressure on the Council’s budget. | 2 | 2 | 2 | 2 |
| Risk Management/Financial Services – restructure – Exact details are to be determined, this proposal involves better use of existing resources by sharing staff between teams. | 0 | 31 | 31 | 31 |
| Delete budget for system upgrades - Deletion of the budget for major corporate systems in the future all upgrades will need to be funded from business case savings. | 30 | 30 | 30 | 30 |
| Performance – reallocation of non-policy & performance work – This saving is linked to the Policy, Performance and Partnership Review and will mean managers in the department will need to subsume duties currently carried out by the departmental team. | 0 | 30 | 30 | 30 |
| Xentrall – speed up business case implementation – The Business Case saved Darlington and Stockton £7.2m over 10 years. This proposal speeds up delivery times giving the Council access to the savings sooner than planned. | 0 | 0 | 66 | 25 |
| Xentrall – reduce non staff budgets – Efficiency savings generally across all budgets in Xentrall. | 15 | 15 | 15 | 15 |
| Xentrall – reduce management costs – Due to the speeding up of the Business Case management costs can also be removed sooner than planned. | 0 | 0 | 60 | 60 |
| Environmental Health – reduce spend on food sampling – This will mean less sampling will be carried out with lower risk items no longer being purchased for sampling. | 5 | 5 | 5 | 5 |

| Corporate Services - continued | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|---|--|--|--|--|
| General Licensing reduce subsidy – reduce team by one member of staff - It is envisaged that the work of the deleted post can be distributed to the remaining team members. | 20 | 20 | 20 | 20 |
| Emergency Planning – reduce expenditure | 2 | 2 | 2 | 2 |
| Trading Standards – reduce spending on intellectual property enforcement, work to be prioritised and done within existing resources | 7 | 7 | 7 | 7 |
| Building Control – reduce running costs | 8 | 8 | 8 | 8 |
| Building Control – to remove currently vacant 0.5 Administrative post | 0 | 0 | 9 | 9 |
| HR – reduction in staff hours | 2 | 2 | 2 | 2 |
| Democracy – members expenses published only on-line | 3 | 3 | 3 | 3 |
| Democracy – reduce printed literature / produce electronic | 3 | 3 | 3 | 3 |
| Register of Electors – change Supplier for 'on-line and telephone registrations' | 2 | 2 | 2 | 2 |
| Secretarial Support – reduce hours and stationery | 4 | 4 | 4 | 4 |
| Post Room – reduction in equipment budget | 1 | 1 | 1 | 1 |
| Town Hall – reduce Cleaning Contract | 3 | 3 | 3 | 3 |
| Town Hall – retender of lift maintenance contract | 8 | 8 | 8 | 8 |
| Financial Services – reduce running costs | 4 | 4 | 4 | 4 |
| Furniture lease non renewal – Equipment previously acquired by leasing will not be replaced. | 24 | 24 | 0 | 0 |
| Financial Services - restructure | 4 | 4 | 4 | 4 |
| Registrars – reduce spending on casual employees | 10 | 10 | 10 | 10 |
| Post Room – reduced cost of postage due to retendering, reduced postage generally and less reliance on 1st class post. | 50 | 50 | 50 | 50 |
| Corporate Landlord – improved procurement and use of resources – This will involve restructuring of services across the Council. | 0 | 25 | 50 | 50 |

| Corporate Services - continued | Financial effect 2010/11 £'000s | Financial effect 2011/12 £'000s | Financial effect 2012/13 £'000s | Financial effect 2013/14 £'000s |
|---|--|--|--|--|
| Building Control – reduction in staff – Demand for building control work has reduced along with fee income therefore staffing reductions are required. | 25 | 50 | 50 | 50 |
| Council Tax/Customer Services/Benefits – Transformation project agreed for procurement by Cabinet. The project will improve performance and reduce costs. Up front investment is required in years 1 and 2 therefore delaying savings until year 3 of the review. | 0 | 0 | 120 | 120 |
| Non Committed Inflation – All non staff budgets are cash limited unless contractual inflation applies. | 70 | 70 | 70 | 70 |
| Provision for staff turnover – Vacancies within the year will be managed to ensure the savings is achieved. | 56 | 56 | 56 | 56 |
| Members – stop Mayoress at home event – This is an annual event where the public are invited to tea with the Mayoress and attendance has reduced over the years. | 2 | 2 | 2 | 2 |
| Health & Safety – increase income from the provision of training courses | 10 | 10 | 10 | 10 |
| Total Corporate Services Efficiency Savings | 652 | 1,013 | 1,319 | 1,278 |
| Total New Efficiency Savings Proposals | 3,375 | 4,088 | 4,525 | 4,616 |