

BUDGET CUT ASSESSMENT FORM

H8

Budget Cut Assessment Form	COMMUNICATIONS TEAM	Ref No H8	Responsible AD	Responsible Finance Manager	Responsible HR Manager	Responsible Lawyer	Responsible EIA Officer
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Description of Proposal:

Although this is an unknown quantity at this point in time, it is estimated that there is £46k for variable overheads in these areas which would need to be removed when the reduction in operational services is known. The costs of the services have been analysed between fixed, specific and variable costs to assist in this exercise and it is only the variable overhead cost which can be removed. The impact of the reduced budget will vary depending upon how the savings are made. The types of services that could be affected include;

- Responsive and proactive media activities (such as dealing with press enquiries, press releases, and articles for the one Darlington magazine).
- Working with partner organisations to provide communications services relating to campaigns and during civil emergencies.
- Co-ordination of marketing activities and managing design and print activities.
- Development and maintenance of Council websites and social media profiles.
- Co-ordination of internal communications and maintenance of the Intranet.

Human Resources Impacts	Asset Management Impacts	Decommissioning Costs	Cost Shunting
No. of posts to be deleted	Detail any released buildings/building space Identify disposal or requisition issues	In addition to HR and Asset costs identify any others e.g. early contract termination costs	Is there any known or potential to increase costs elsewhere within Council budgets
No. of potential redundancies			
Estimated Redundancy costs £			

	Financial Summary				
	2016/17	2017/18	2018/19	2019/20	2020/21
Estimated reduction to budget	11,236	29,038	33,879	36,940	36,940
Redundancy Costs					
Asset Implication					
Decommissioning Costs					
Known Cost Shunting					
Overheads					
NET Budget Reduction	11,236	29,038	33,879	36,940	36,940

Equality Impact Assessment

Officers have considered the proposal's relevance to Darlington Borough Council's Public Sector Equality Duty. Councillors should note that an initial equalities impact assessment screening was conducted and determined that this proposal has no or negligible impacts on protected characteristics and therefore a full EIA was not undertaken.