

**2013/14 Savings and Funding Strategies Being Considered**

Reference	Service Area	Description	2013/14 (£000's)	% of Budget Line(s)	Detail
<b>Procurement</b>					
P1	Chief Executive	Corporate Hospitality - Catering	1	29.7%	Consistent underspends of the budget
P2	Central Services	Computer software	4	100.0%	One off purchase of time/case management system - budget will not be required in future years
P3	Central Services	Books and publications	1	4.8%	Savings to be made on purchase of books and publications through procurement of e-versions
P4	Central Services	County Council land charges searches	4	9.5%	Potential savings in Staffordshire County Council land charges search fees (10% = £4,000)
P5	Central Services	Corporate subscriptions	2	8.0%	Savings in the Council's corporate subscriptions through negotiation and non renewal
P6	Communications	Print Room stationery	4	20.5%	Savings made in expenditure on paper purchased by the Print Room
P7	Communications	Print and publicity centralisation savings	6	5.5%	Savings generated from the centralisation of the Council's print and publicity budgets and the resulting challenges to purchasing
P8	Business Improvement and Partnerships	Insurance/risk	10	4.5%	Reduction in insurance premiums and value of risk charges made by insurers
P9	Business Improvement and Partnerships	Procurement savings not identified in other services	100	*	Procurement savings identified via Procurement Section (e.g. postal services, cash collections)
P10	Customer and ICT Services	ICT Software application purchase and maintenance	46	17.0%	Negotiation and renewal of ICT application/software contracts
P11	Customer and ICT Services	Books and publications	6	20.0%	Savings made on purchases of books, publications and mapping through procurement of e-versions
P12	Customer and ICT Services	Courier fees	3	11.0%	The procurement of a new back up system has eliminated the need to pay a courier to transport copies of backups
P13	Customer and ICT Services	Customer services computer software	4	92.5%	Saving in computer software licence following reduction in price
P14	Customer and ICT Services	Customer services uniforms	2	33.3%	Saving from more efficient purchasing of clothing/uniforms
P15	Customer and ICT Services	Franking machine maintenance	6	100.0%	Franking machine maintenance no longer required due to new methods of postage procured
P16	Housing	Housing advice contract with Aspire	25	7.6%	Reduction in value of contract for Housing Advice held with Aspire Housing
P17	Housing	Housing advice contract with Aspire - uplift	6	1.8%	Contract uplift not required
P18	Housing	Homelessness project contracts	24	21.1%	Reduction in values of contracts for provision of homelessness services
P19	Assets and Regeneration	Civic Offices/Guildhall and Central Depot gas, electric and general maintenance	31	13.9%	Procurement savings arising from gas, electricity and general maintenance of the civic offices, guildhall and central depot

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P20	Environmental Health	Dog Wardens and Pest Control expenditure	10	49.4%	Reduction in budget required for materials for pest control resulting from better procurement and for other fees for services for dog wardens resulting from reduction in kennelling services required
P21	Recycling and Fleet	Garage Workshop parts and external repairs	10	6.3%	Savings to be made through better procurement of parts and better procurement of externally done repairs
P22	Operations	Parks and Open Spaces electric and water	6	19.7%	Reduction in electricity and water charges as a result of better procurement and operations
P23	Operations	Bereavement Services gas and electric	6	6.7%	Reduction in electricity and gas charges as a result of better procurement and operations
P24	Operations	Public Conveniences water charges	3	33.3%	Reduction in water charges as a result of better procurement and operations
P25	Operations	Streetscene materials	4	7.0%	Savings to be generated from better procurement of materials by the service
P26	Operations	Bereavement Services/Grounds Maintenance contract	7	2.0%	Contract will be managed at current level
			<b>330</b>		
<b>Income</b>					
I1	Central Services	Legal fees income generated	5	25.0%	Time/case management system will generate income in legal fees chargeable by the Council
I2	Central Services	Premises licences income	20	25.0%	Income in excess of budget in recent years, additional enforcement powers have been introduced regarding the collection of this licence fee
I3	Finance	Income Generation Project	25	*	Potential income generated from the commissioning of Deloitte to undertake an income generation exercise
I4	Customer and ICT Services	Income from Staffordshire County Council re. blue badges administration	6	150.0%	Income received from Staffordshire County Council for the administration of blue badges in excess of the amount budgeted for
I5	Customer and ICT Services	Waiver Permits	15	**	Introduction of charge for parking waiver permits
I6	Human Resources	Training room hire	2	200.0%	Training room hire to partners within the Civic Offices
I7	Revenues and Benefits	Greater recovery of housing benefit overpayments	10	10.0%	Recovery rates from housing benefits overpayments have increased over recent years
I8	Revenues and Benefits	Single person discount scheme	20	*	Increase in recovery from identification of fraudulent single persons discounts applied
I9	Housing	Private Sector Housing income	7	17.1%	Increase in amount of lettings fees and charges received by Private Sector Housing Renewal

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I10	Assets and Regeneration	Additional accomodation rental income (total £320k)	90	28.1%	Additional rental income - full years impact of Police and Staffordshire County Council occupancy
I11	Assets and Regeneration	Public transport co-ordination	8	36.4%	Fees and charges from bus station departures have increased above the budgeted amount
I12	Environmental Health	Litter Fines Income	8	39.7%	Increase in budgeted income arising from litter fines
I13	Environmental Health	Private Water Supplies Income/Commercial Premises Survey	4	**	New source of income to be generated from the testing of private water supplies
I14	Planning and Development	Pre application enquiries charge	5	**	Introduction of charge for pre application enquiries
I15	Recycling and Fleet	Commercial Waste fees	20	5.1%	Increase in commercial waste fees to the Council through better promotion of the service and through shared services within the Commercial Waste Partnership
I16	Recycling and Fleet	MOT's, taxi inspections	3	20.0%	Further income to be obtained by the Garage Workshop from MOT's, taxi inspections and external work (e.g. Aspire Housing)
I17	Recycling and Fleet	Commercial Waste use of waste transfer station	5	5.9%	Income to be obtained through increased commercial use of the waste transfer station
I18	Recycling and Fleet	Dry recycling fees and charges - increase in receipts	15	5.0%	Increase in income received from dry waste recycling fees and charges
I19	Leisure and Cultural	Football Development income from KRC	8	**	Income from continued use of Knutton Recreation Centre football pitches
I20	Leisure and Cultural	Jubilee 2 reduction in net operating cost - prior to increase in fees and charges	26	27.0%	Net reduction in Jubilee 2 operating budget as per the approved business plan
I21	Operations	Parks and Open Spaces income	5	14.7%	Increases in income due to increases in receipts from general rents (i.e. football grounds etc) and bowls fees
I22	Operations	Highways Amenities income	3	2.2%	Uplift in reimbursement from Staffordshire County Council re. highways amenities grounds maintenance
I23	Operations	Bereavement Services income	35	12.3%	Increases in income due to increases in receipts from cemeteries and crematorium fees and charges
I24	Operations	Streescene Income	10	14.3%	Extra income to be generated from the service through better marketing and exploration of possible new customers
			<b>355</b>		
<b>Good Housekeeping Efficiencies</b>					
G1	Central Services	Legal fees and other associated expenditure savings	19	10.0%	Time/case management system will generate savings in legal fees purchased in by the Council and further reductions in general Central Services budgets
G2	Communications	Research	3	33.3%	Savings in postages due to electronic and face to face consultation and general office supplies

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G3	Communications	Computer software	21	84.0%	Budget no longer required following the exploration of the open sourcing of a suitable system, budget requirement for the maintenance of the system is less than is budgeted for
G4	Communications	Civic gifts.prizes reduction and sundry savings	2	37.7%	Budget requirement for civic gifts/prizes, conference and computer hardware costs is less than is budgeted for
G5	Business Improvement and Partnerships	Community Development Grant - budget not required	30	100.0%	Grant not utilised
G6	Business Improvement and Partnerships	Community Chest grants - cap at current level of expenditure	5	7.1%	Grants given out are under the amount provided for
G7	Finance	Nu-Links contribution	4	100.0%	Nu-links has ceased to exist, a contribution is not required
G8	Finance	External audit fees	58	39.7%	Reduction in the fees charged by the Council from its external auditors following Central Governments procurement
G9	Human Resources	Job Evaluation scheme	1	40.0%	Reduction in required fees/numbers of re-evaluation of posts
G10	Human Resources	Reduction in catering and stationery	2	85.0%	Reduction in catering at training events and stationery requirements
G11	Revenues and Benefits	Revenues and Benefits legal fees	4	12.7%	Reduction in legal fees required when compared to recovery caseload
G12	Revenues and Benefits	Revenues and Benefits land registry fees	6	53.2%	Reduction in land registry fees paid for by Revenues Billing
G13	Leisure and Cultural	Community Recreation Service rents and other expenditure	23	51.1%	Rental budget for buildings, land and rooms historically under utilised by service, no longer required due to new location
G14	Leisure and Cultural	Community Recreation Service grants	15	74.8%	Proportion of grants budget not used - required amount left on budget
G15	Leisure and Cultural	Football Development reductions in expenditure	5	53.8%	General reduction to required budget amounts based on historical expenditure
G16	Leisure and Cultural	Community Centre contributions ending - last year	10	100.0%	Contributions were given to Community Centres on a reducing basis at the establishment of management committees, 2011/12 is the last year of the contributions as per the Community Centre agreements
G17	Assets and Regeneration	Public transport repairs/maintenance and equipment	2	11.3%	Reduction in the budget required to repair, maintain and purchase equipment relating to public transport
G18	Assets and Regeneration	Water courses	9	35.7%	Reduction in the budget required to repair and maintain water courses
G19	Planning and Development	Development Control expenditure	25	7.7%	Reductions in general Development Control budgets required as per historical expenditure - including other fees for services and legal fees
G20	Planning and Development	Planning Policy expenditure	15	57.5%	Reductions in general Planning Policy budgets required as per historical expenditure - including other fees for services and post entry training requirements

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G21	Housing	Private Sector Housing expenditure	6	20.2%	Reductions in general Private Sector Housing Renewal budgets required as per historical expenditure - including other fees for services
G22	Environmental Health	Environmental Health and Pollution Control expenditure	24	15.9%	General reductions in budgets required as per historical expenditure and partly due to sharing of expertise and equipment with other Authorities - including other fees for services, legal fees and equipment purchases (result
G23	Recycling and Fleet	Recycling Bring Sites	40	88.9%	Set up costs of bring sites - only an ongoing maintenance cost is now required
			<b>328</b>		
<b>Staffing Efficiencies</b>					
S1	Central Services	Additional full year salary saving from Land Charges restructure	2	2.6%	Part year saving of salary taken in 2011/12 - full year effect in 2012/13
S2	Communications	Marketing Officer post	28	10.4%	Termination of temporary contract
S3	Communications	Training	2	50.0%	Completion of post entry training by existing staff member
S4	Business Improvement and Partnerships	Replacement of Community Safety Manager post with grade 8 post	15	10.9%	Replacement of vacant post with lower graded post
S5	Customer and ICT Services	ICT temporary staff	10	20.0%	Reduction in requirement for external expertise following negotiation and renewal of ICT application/software contracts
S6	Customer and ICT Services	Post Room staff savings	20	34.5%	Non-filling of vacant 29.6 hour administration post
S7	Finance	Part Time Officers	13	3.4%	Reduction in hours of 2 officers returning from maternity leave
S8	Finance	Pay Award 2012/13	58	*	Allowance in budget for 2012/13 not now required
S9	Human Resources	Terms and conditions review	100	*	Terms and conditions review being undertaken. Options are currently being consulted on
S10	Human Resources	Corporate training budget	15	33.3%	Reduction in the Councils corporate training budget - efficiencies gained through centralisation of budget
S11	Human Resources	Human Resources overtime	1	50.0%	Reduction in overtime required by service
S12	Assets and Regeneration	Civil Enforcement Officer post	8	13.8%	Removal of vacant post from the budget - post not utilised in recent years, 30% of post is attributed to the general fund budget, 70% to decriminalised parking
S13	Assets and Regeneration	Electrician Post	50	55.6%	Establishment of in house post will reduce the payments made to external providers
S14	Planning and Development	Development Control temporary staff	10	100.0%	No requirement for temporary staff within the service
S15	Planning and Development	Planning Policy vacant post - potential to fill within service - potential saving from transferred post	35	28.5%	A vacant Planning Policy post could be filled via an internal transfer from Development Control or externally - if filled internally, saving on the Development Control post

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S16	Planning and Development	Market supplements	9	1.9%	Market supplements savings
S17	Housing	Housing Market Renewal Officer Post	37	19.7%	Vacant post
S18	Administration	Temporary staff	4	100.0%	No requirement for temporary staff in administration section
S19	Recycling and Fleet	Food Waste Service	25	8.9%	Removal of vacant Waste Management Operative post - Food Waste
S20	Operations	Streetscene employee allowances	1	33.3%	Savings made due to implementation of new out of hours rota
S21	Operations	Landcape Officer post	43	23.2%	Removal of vacant post from the budget
S22	Operations	Streetscene Neighbourhood Manager - additional full year saving	4	0.2%	Part year saving of salary taken in 2011/12 - full year effect in 2012/13
S23	Housing	Housing Team	35	10.7%	Minor Restructure
			<b>524</b>		
<b>Better Use of Assets</b>					
B1	Operations	Streetscene plant and equipment efficiencies	6	3.3%	Efficiencies gained from better planning of routes and useage of vehicles and plant to reduce need to short term hire
			<b>6</b>		
<b>Corporate, Reserves and Council Tax Rise</b>					
C1	Corporate	New Homes Bonus funding	204	***	Contribution to revenue budget from New Homes Bonus
C2	Corporate	Council Tax Freeze Grant	70	***	1% of Council Tax
C3	Corporate	Council Tax reforms	81	***	Potential extra income dependant upon schemes implemented
			<b>355</b>		
<b>Grand Total</b>			<b>1,898</b>		
<p>* <i>Unable to determine % at current time</i>  ** <i>Introduction of new charge</i>  *** <i>Not applicable</i></p>					