

CORPORATE STRATEGY AND FINANCE POLICY DEVELOPMENT GROUP

MEETING, 30TH JANUARY, 2008

Present – Councillors Morris (Chairman), Adia, Hayes, Peel (as deputy for Councillor Sherrington) and J. Walsh.

Also in Attendance

Mr. S. Harriss	-	Chief Executive
Mr. S. Arnfield	-	Director of Corporate Resources
Mr. D. Grogan	-	Assistant Director Legal and Democratic Services
Mrs.B. Newman	-	Policy Accountant
Mr. A. Jennings	-	Democratic Services Manager

Apologies for absence were submitted on behalf of Councillors Chadwick and Sherrington.

Councillor Morris in the Chair.

8. MINUTES

The minutes of the proceedings of the meeting of the Policy Development Group held on 19TH November, 2007 were submitted and signed as a correct record.

9. CORPORATE STRATEGY AND FINANCE STRATEGIC OPTIONS 2008/09

The Director of Corporate Resources submitted a report which considered the 2008/09 Revenue Budget and Capital Programme for the Corporate Strategy & Finance portfolio and detailed recommended budget savings to be submitted to the Executive following revised financial guidance as agreed by the Executive at its meeting on 9th January, 2008.

The revised guidance now resulted in a savings target of £643,000 for the Corporate Strategy and Finance portfolio, which was

£150,000 less than that originally advised, and the departments were continuing to explore opportunities for reviewing and revising business processes. Over the following two years further efficiencies would be examined relating to the major processing areas such as Taxation & Benefits, Customer Services, Financial Services, the Human Resources Shared Services and future Shared Services.

The Portfolio's proposed 2008/09 to 2010/11 Capital Programme was set out in Appendix E. The revenue consequences of this programme were included within the 2008/09 Original Budget. Some of the schemes listed were currently bids for corporate funding and so their inclusion in the programme was subject to approval by Council on 20th February 2008.

With respect to the proposed budget savings the original budget savings identified in 2007 were detailed in Appendix B as follows;

	Total
	£
<u>Corporate Resources</u>	
External audit fees	34,000
ICT contract savings	146,000
Tax & Benefits system savings when Business Case is repaid	105,000
Printing & stationery	40,900
Insurance savings	10,000
Cashiers' Service	49,000
Accounts Payable efficiencies	55,000
Corporate Property staffing changes	85,000
Council Tax and NNDR Summons costs	80,000
Benefits recovery income	20,000
Amount required to fund demand led growth	-76,300
Total Corporate Resources savings options	548,600
<u>Legal & Democratic Services</u>	
Democratic Services post and reorganisation	40,000
Mayoral Attendant post and reductions in hospitality	20,000
Town Twinning	10,000

Registrars' cash limited budgets	6,600
Count Venue	15,000
Legal Services cash limited budgets	44,000
Transfer of Overhead costs to Trading Accounts	20,000
Amount required to fund demand led growth	-56,100
Total Legal & Democratic Services savings options	99,500

Chief Executive's Department

Administrative Support	20,400
Review of recruitment advertising - share of efficiency savings	25,000
External funding - Community Cohesion	10,000
Redeployment staffing funded from corporate budget	25,000
Savings in rent grant support	17,900
Strategic Services - review of current arrangements	30,000
Departmental HR team - deletion of post	25,000
Health & Safety team - deletion of post	20,000
Translation Services - deletion of post	20,000
Corporate OD - deletion of 50% of a post	10,000
Amount required to fund demand led growth	-58,400
Total Chief Executive's savings options	144,900

Grand total of savings options **793,000**

Reduced target from Executive **150,000**

Savings to be determined by the Executive Member **643,000**

The Policy Development Group agreed the report for submission to the Executive Member, subject to the deletion of the following proposed savings ;

Departmental HR team - deletion of post	£25,000
Health & Safety team - deletion of post	£20,000
Translation Services - deletion of post	£20,000
Corporate Property staffing changes	£85,000
Total	£150,000