
Report To:	Policy & Resources Committee	Date:	7 February 2012
Report By:	Chief Financial Officer	Report No:	FIN/07/12/AP/CM
Contact Officer:	Alan Puckrin	Contact No:	01475 712223
Subject:	Review of Saving Workstream Targets		

1.0 PURPOSE

- 1.1 The purpose of this report is to advise Committee of the revised Workstream Savings Targets following a review by the Corporate Management Team.

2.0 SUMMARY

- 2.1 Committee originally approved the Savings Workstreams Programme in February 2009 and have been provided with regular updates in respect of progress since that date.
- 2.2 The savings target for the approved workstreams is currently £23.236 million by the end of 2013/14. To date £19.660 million has been achieved (84.5%).
- 2.3 The last formal update to Members indicated that there remained an unallocated target of £232,000 in order to achieve the £23.236 million target.
- 2.4 Appendix 1 shows the revised overall position following a reassessment of the Savings Workstreams by the Corporate Management Team and relevant Lead Officers. From this it can be seen that over the period ending in 2013/14 the Council is now projecting to achieve £23.514 million which is an increase of £278,000.
- 2.5 Appendix 2 gives the latest progress update for the outstanding savings workstreams.
- 2.6 Appendix 3 gives a summary of the movement which has resulted in the £232,000 saving shortfall being converted into a £278,000 excess.
- 2.7 Reports will continue to be brought back to the relevant Committee as the saving workstreams are developed and discussion will continue to take place with the relevant Trades Unions as appropriate.
- 2.8 It should be noted that at present savings are being achieved ahead of originally approved timescales and this has generated an extra surplus both in 2011/12 and in the revised 2012/13 Revenue Budget. For 2012/13 the advanced/extra workstream savings exceed £1.5 million.
- 2.9 Finally Members should note that further proposals to add to the Savings Workstream Programme will be progressed during 2012 and be factored into the 2013/15 2 year Revenue Budget.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that Committee approve the latest targets in respect of the Savings Workstreams.

Alan Puckrin
Chief Financial Officer

APPENDIX 1

Savings Workstreams Overall Summary - 17/01/12

Workstream	Revised Saving Target (May 2011)	Already Factored into Fin Strategy	2010/11	2011/12	2012/13	2013/14	Total 2010/14	Over/(Under) Recovery
	£000	£000	£000	£000	£000	£000	£000	£000
1/ Organisational Structures	1,248	949	89	0	180	10	1,228	(20)
2/ Transformation Programme	480	230	0	189	82	196	697	217
3/ Asset Management Planning	1,420	0	0	360	460	150	970	(450)
4/ Procurement	1,000	12	415	301	349	323	1,400	400
5/ HR Policies	900	0	0	0	800	100	900	0
6/ Service Delivery Models	1,000	0	0	200	350	250	800	(200)
7/ Service Reviews	700	59	0	255	247	139	700	0
8/ Corporate Budget Savings	15,167	5,793	3,502	3,115	1,647	1,141	15,198	31
9/ National / Local Policies	1,321	871	0	150	150	450	1,621	300
	23,236	7,914	4,006	4,570	4,265	2,759	23,514	278

Achieved Savings Workstreams Summary

<u>Workstream</u>	<u>Revised</u> <u>Saving Target</u> <u>(Dec 2011)</u>	<u>Already</u> <u>Factored into</u> <u>Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>	<u>Savings</u> <u>Required</u>
	£000	£000	£000	£000	£000	£000	£000	£000
1/ Organisational Structures	1,228	949	89	0	0	0	1,038	(190)
2/ Transformation Programme	697	230	0	189	0	0	419	(278)
3/ Asset Management Planning	970	0	0	360	413	0	773	(197)
4/ Procurement	1,400	12	415	301	167	127	1,022	(378)
5/ HR Policies	900	0	0	0	134	0	134	(766)
6/ Service Delivery Models	800	0	0	200	0	0	200	(600)
7/ Service Reviews	700	59	0	255	97	0	411	(289)
8/ Corporate Budget Savings	15,198	5,793	3,502	3,115	1,515	117	14,042	(1,156)
9/ National / Local Policies	1,621	871	0	150	150	450	1,621	0
	23,514	7,914	4,006	4,570	2,476	694	19,660	(3,854)

Planned Savings Workstreams Overall Summary

<u>Workstream</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
1/ Organisational Structures	0	0	0	180	10	190
2/ Transformation Programme	0	0	0	82	196	278
3/ Asset Management Planning	0	0	0	47	150	197
4/ Procurement	0	0	0	182	196	378
5/ HR Policies	0	0	0	666	100	766
6/ Service Delivery Models	0	0	0	350	250	600
7/ Service Reviews	0	0	0	150	139	289
8/ Corporate Budget Savings	0	0	0	132	1,024	1,156
9/ National / Local Policies	0	0	0	0	0	0
	0	0	0	1,789	2,065	3,854

Savings Workstreams - Detail Back-Up

1. Organisational Structures - Target £1.228 million

Lead Officer	Savings Achieved	Already Factored into Fin Strategy £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	Total 2010/14 £000	Target £000
J Mundell	a/ Senior Management Restructure Restructure approved - Nov 09 HoS Regradings - April 10	422 16	0 0	0 0	0 0	0 0	422 16	598
J Mundell	b/ 3rd/4th Tier Restructures VST Feb 2010 CHCP Structure	511 0	0 89	0 0	0 0	0 0	511 89	600
J Mundell	c/ Review Committees	0	0	0	0	0	0	30

Sub-Total	949	89	0	0	0	0	1038	1228
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Lead Officer	Savings Planned	Already Factored into Fin Strategy £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	Total 2010/14 £000
J Mundell	a/ Senior Management Restructure	0	0	0	160	0	160
J Mundell	b/ 3rd/4th Tier Restructures	0	0	0	0	0	0
J Mundell	c/ Review Committees	0	0	0	20	10	30

Sub-Total	0	0	0	0	180	10	190
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Total	949	89	0	0	180	10	1228
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Savings Workstreams - Detail Back-Up

2. Transformation Programme - Target £0.697 million

<u>Lead Officer</u>	<u>Savings Achieved</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>	<u>Target</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
TBC	a/ Transformation Programme VST Feb 2010 Operating Model - March 2011	230 0	0 0	0 189	0 0	0 0	230 189	697
TBC	b/ Systems - E-minutes / E-Procurement	0	0	0	0	0	0	0
Sub-Total		230	0	189	0	0	419	697

<u>Lead Officer</u>	<u>Savings Planned</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
TBC	a/ Transformation Programme Operating Model - March 2011 O&R Savings - November 2011	0 0	0 0	0 0	61 21	0 196	61 217
TBC	b/ Systems - E-minutes / E-Procurement	0	0	0	0	0	0
Sub-Total		0	0	0	82	196	278
Total		230	0	189	82	196	697

Savings Workstreams - Detail Back-Up

3. Asset Management Planning - Target £0.970 million

<u>Lead Officer</u>	<u>Savings Achieved</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>	<u>Target</u>
		£000	£000	£000	£000	£000	£000	£000
A Fawcett	a/ FM/Cleaning Savings Janitors (Terms & Conditions) Further Janitor Savings 2011/12	0 0	0 0	160 0	40 36	0 0	200 36	320
A Fawcett	b/ Utility Cost Reductions/Energy Management Education	0	0	0	37	0	37	150
A Puckrin	c/ SEMP Model Loan Charges	0	0	0	100	0	100	100
A Fawcett	d/ AMP Offices Depot	0 0	0 0	200 0	0 200	0 0	200 200	200 200
Sub-Total		0	0	360	413	0	773	970

<u>Lead Officer</u>	<u>Savings Planned</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>
		£000	£000	£000	£000	£000	£000
A Fawcett	a/ FM/Cleaning Savings Cleaning/Catering April 2012 Balance	0 0	0 0	0 0	34 0	0 50	34 50
A Fawcett	b/ Utility Cost Reductions/Energy Management	0	0	0	13	100	113
A Puckrin	c/ SEMP Model	0	0	0	0	0	0
A Fawcett	d/ AMP Offices Depot	0 0	0 0	0 0	0 0	0 0	0 0
Sub-Total		0	0	0	47	150	197
Total		0	0	360	460	150	970

Savings Workstreams - Detail Back-Up

4. Procurement - Target £1.4 million

Lead Officer	Savings Achieved	Already Factored into Fin Strategy	2010/11		2011/12		2012/13		2013/14		Total 2010/14		Target	
			£000		£000		£000		£000		£000		£000	
A Puckrin	a/													
	Category A&B Spend													
	Postages - Approved CMT Feb 2010	12	5	0	0	0	0	0	0	0	18	1400		
	Water - From Sept 2010	0	17	7						0	24			
	Gas - From 1/4/10	0	229	0						0	229			
	Electricity - From 1/4/10	0	163	0						0	163			
	Catering Disposables - From 1/4/11	0	0	8						0	8			
	Books - From 1/4/11	0	0	12						0	12			
	Washrooms - From 1/4/11	0	0	7						0	7			
	Meat - From 1/4/11	0	0	6						0	6			
	Telephone Calls - From 1/4/11	0	0	7						0	7			
	New Water - From 01/04/11	0	0	17						0	17			
	Cash Collection - From 01/08/11	0	0	4						0	6			
	Outdoor Education	0	0	20						0	20			
	PAT Contract	0	0	18						0	18			
A Puckrin	b/													
	Commodity Review/Local Contracts													
	Waste Disposal from 01/07/11	0	0	166						127	428	0		
	Organic Waste from 01/10/11	0	0	29					30	59				
Sub-Total			12	415	301	167	127	1022	1400					

Lead Officer	Savings Planned	Already Factored into Fin Strategy	2010/11		2011/12		2012/13		2013/14		Total 2010/14	
			£000	£000	£000	£000	£000	£000	£000	£000		
A Puckrin	a/ Category A&B Spend Security - 01/10/11 AV Equipment - 01/6/11 To be identified	0	0	0	0	50	0	50	0	0	50	
		0	0	0	0	12	0	12	0	0	12	
		0	0	0	0	120	196	0	0	0	316	
		0	0	0	0	0	0	0	0	0	0	
A Puckrin	b/ Commodity Review/Local Contracts School Transport - August 2011	0	0	0	0	0	0	0	0	0	0	
Sub-Total			0	0	0	0	182	196	378			
Total			12	415	301	349	323	1400				

Savings Workstreams - Detail Back-Up

5. HR Policies - Target £0.9 million

<u>Lead Officer</u>	<u>Savings Achieved</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>	<u>Target</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
A Moore	a/ 37 hr Working Week	0	0	0	134	0	134	900
A Moore	b/ Sick Pay Policy	0	0	0	0	0	0	0
Sub-Total		0	0	0	134	0	134	900

<u>Lead Officer</u>	<u>Savings Planned</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
A Moore	a/ 37 hr Working Week	0	0	0	666	100	766
A Moore	b/ Sick Pay Policy	0	0	0	0	0	0
Sub-Total		0	0	0	666	100	766
Total		0	0	0	800	100	900

Savings Workstreams - Detail Back-Up

6. Service Delivery Models - Target £0.8 million

<u>Lead Officer</u>	<u>Savings Achieved</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>	<u>Target</u>
		£000	£000	£000	£000	£000	£000	£000
A Fawcett	a/ Commissioning	0	0	200	0	0	200	800
J Mundell	b/ Shared Services	0	0	0	0	0	0	0
Sub-Total		0	0	200	0	0	200	800

<u>Lead Officer</u>	<u>Savings Planned</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>Total 2010/14</u>
		£000	£000	£000	£000	£000	£000
A Fawcett	a/ Commissioning Regeneration Fund Supported Living To be confirmed	0 0 0	0 0 0	0 0 0	200 100 50	0 0 250	200 100 300
J Mundell	b/ Shared Services	0	0	0	0	0	0
Sub-Total		0	0	0	350	250	600
Total		0	0	200	350	250	800

Savings Workstreams - Detail Back-Up

7. Service Reviews - Target £0.7 million

<u>Lead Officer</u>	<u>Savings Achieved</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>		<u>2011/12</u>		<u>2012/13</u>		<u>2013/14</u>		<u>Total 2010/14</u>		<u>Target</u>	
			£000		£000		£000		£000		£000		£000	
R Murphy	a/ Home Care	0	0		50		0		0		50		300	
A Fawcett	b/ Planning VST - Feb 2010	59	0		41		0		0		100		100	
A Fawcett	c/ Local Environmental Teams	0	0		0		61		0		61		100	
A Henderson	d/ Early Years	0	0		164		36		0		200		200	
Sub-Total			59		0		255		97		411		700	

<u>Lead Officer</u>	<u>Savings Planned</u>	<u>Already Factored into Fin Strategy</u>	<u>2010/11</u>		<u>2011/12</u>		<u>2012/13</u>		<u>2013/14</u>		<u>Total 2010/14</u>	
			£000		£000		£000		£000		£000	
R Murphy	a/ Home Care	0	0		0		150		100		250	
A Fawcett	b/ Planning	0	0		0		0		0		0	
A Fawcett	c/ Local Environmental Teams Balance	0	0		0		0		39		39	
A Henderson	d/ Early Years	0	0		0		0		0		0	

Sub-Total 0 0 0 0 0 150 139 289

Total 59 0 0 255 247 139 700

Savings Workstreams - Detail Back-Up

B. Corporate Budget Saving - Target £15,198 million

Lead Officer	Savings Achieved	Already Factored Into Fin Strategy	2010/11	2011/12	2012/13	2013/14	Total 2010/14	Target
		£000	£000	£000	£000	£000	£000	£000
A Puckrin	a/ Inflation Review (Pay) Councillors All Employees 2011/13 Non-Teaching 2010/11	10 4400 0	0 0 1293	0 0 0	0 0 0	0 0 0	10 4400 1293	5703
A Puckrin	b/ Inflation Review (Other) Dec 2011 Review	0 0	500 0	900 250	500 100	0 0	1900 350	2750
A Puckrin	c/ Top Slice/1% Efficiency 17/8/10 - P&R 24/5/11 - P&R	0 0 0	0 1709 0	0 466 640	0 311	0 0 0	0 2175 951	3376
A Fawcett	d/ FSF Funding Reduction	1000	0	0	0	0	1000	1000
A Henderson	e/ Roll Reduction 2011/14	0	0	185	95	0	280	612
A Puckrin	f/ Other Savings Budget Feb 2010 - Appendix 1 Increase Council Tax Base - Dec 10 Loans Charges Review - Dec 10 Budget Dec 2010 - Appendix 1 Alternative Savings - Feb 2011 Budget Dec 2011 - Appendix 1	383 0 0 0 0 0 0	0 0 0 0 0 0 0	0 50 0 320 304 0	0 0 200 90 219	0 0 0 0 0	383 50 200 320 394 336	1757
A Puckrin	g/ Unallocated	0	0	0	0	0	0	0
Sub-Total		5793	3502	3115	1515	117	14042	15198

Lead Officer	Savings Planned	Already Factored Into Fin Strategy	2010/11	2011/12	2012/13	2013/14	Total 2010/14
		£000	£000	£000	£000	£000	£000
A Puckrin	a/ Inflation Review (Pay)	0	0	0	0	0	0
A Puckrin	b/ Inflation Review (Other)	0	0	0	0	500	500
A Puckrin	c/ Top Slice/1% Efficiency	0	0	0	0	250	250
A Fawcett	d/ FSF Funding Reduction	0	0	0	0	0	0
A Henderson	e/ Roll Reduction 2011/14 Future Years	0	0	0	132	200	332
A Puckrin	f/ Other Savings	0	0	0	0	74	74
A Puckrin	g/ Unallocated	0	0	0	0	0	0
Sub-Total		0	0	0	132	1024	1156
Total		5793	3502	3115	1647	1141	15198

Savings Workstreams - Detail Back-Up

9. National/Local Policies - Target £1.621million

Lead Officer	Savings Achieved	Already Factored into Fin Strategy	2010/11		2011/12		2012/13		2013/14		Total 2010/14		Target	
			£000		£000		£000		£000		£000		£000	
J Mundell	a/ National Policies	0	0		0		0		0		0		0	
J Mundell	b/ Concordat Commitments	400	0		0		0		0		400		400	
J Mundell	c/ Education Issues - Feb 2010 (Note 1)	471	0		0		0		0		471		771	
	Policy Areas 2004 Onwards	0	0		0		0		300		300			
	Budget Feb 2010 - Appendix 1	0	0		0		0							
	Riverside Inverclyde Rephasing	0	0		150		150		150		450		450	
J Mundell	d/ Policy Priorities Allowance 2011/14	0	0		150		150		450		1621		1621	
Sub-Total			871		150		150		450		1621		1621	

Lead Officer	Savings Planned	Already Factored into Fin Strategy	2010/11		2011/12		2012/13		2013/14		Total 2010/14	
			£000		£000		£000		£000		£000	
J Mundell	a/ National Policies	0	0		0		0		0		0	
J Mundell	b/ Concordat Commitments	0	0		0		0		0		0	
J Mundell	c/ Policy Areas 2004 Onwards	0	0		0		0		0		0	
J Mundell	d/ Policy Priorities Allowance 2011/14	0	0		0		0		0		0	
Sub-Total			0		0		0		0		0	
Total			871		150		150		450		1621	

Workstreams Savings

<u>Workstreams 9</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>Future</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>Years</u>
<u>Other Savings (Feb 2010)</u>				<u>£000</u>
Joint Board Requisition Confirmation	400			-
FSF Internal Recharge Stopped	(117)			-
Insurance Fund Actuarial Review	100			-
	<u>383</u>			<u>0</u>

Other Savings (Dec 2010)

Probationers - Surplus Grant	92
FSF - Delete balance of budget	178
Job Evaluation Appeals - Reduce Contingency	50
	<u>320</u>

Other Savings (Dec 2011)

Housing Benefit Admin Subsidy	34	0
Education Data Line Saving	15	0
Insurance Saving	60	0
Teachers Refresh Over Recovery	50	23
Environmental Services - Budget Rationalisation	60	0
FYE - 2012/13 Education (Non - Teaching) Savings	0	94
	<u>219</u>	<u>117</u>

Workstreams 10

<u>Policy Areas 2004 Onwards</u>		
Workforce Dev Fund - No Increase	50	-
Family Tax Credit School Meal Saving	70	-
Balance of 2010/11 Pressures not used	130	-
Increased Government Funding not used	191	-
Increased Riverside Inverclyde Saving (Note 1)	(487)	637
2010/11 Policy Priorities (Note 2)	(120)	-
	<u>(166)</u>	<u>637</u>

Notes

1/ Future year saving spread 11/12 = £237k, 12/13 = £300k, 13/14 = £100k.

2/ £105k Access to Community Facilities, £5k Medical Referrals, £10k Clothing Grants.

AP/AE
13/12/11

Workstream Updates as at: 18/01/12

Lead Officer: John Mundell

<u>Workstream Saving</u>	<u>Update</u>	<u>Target</u> (2011/14) £000
1a Senior Management Restructure	Proposals to be developed by end of 2011. Due to go to Council in March 2012.	160k To be achieved: 12/13 £160k
1c Review Committees	This will be developed in advance of the Council Elections in 2012 but will not be considered formally until the new Council is established in June 2012. Target date for P&R report is March 2012.	30k To be achieved: 12/13 £20k 13/14 £10k
9c Policy Areas	Rephrasing of Council contribution to Riverside Inverclyde resulted in a £300k recurring saving from 2013/14 whilst maintaining overall £24 million contribution.	300k

Appendix 2
(Page 2 of 8)

Workstream Updates as at: **18/01/12**

Lead Officer: **Aubrey Fawcett**

<u>Workstream Saving</u>		<u>Update</u>	<u>Target</u> (2011/14) £000
3a	FM/Cleaning Savings	<p>Proposals being developed include:-</p> <ul style="list-style-type: none"> Review of 'periodic cleans' in education properties currently undertaken outwith term time. Proposals agreed by CMT and SLF. Now proceeding on a voluntary basis. 17 Staff have taken up the offer and new starts are being given contracts for term time only. Saving is therefore less than anticipated but will be made up for by over achievement in other areas. Sick Cover reduced. Review 'cleaning and training' days' requirement in Catering section. Savings identified (£20,000 for full year). Proposals agreed by CMT and SLF. Now proceeding on a voluntary basis. Letters issued to affected staff. Virtually no uptake however new starts are employed on a term time basis. Saving is therefore less than anticipated but will be made up for by over achievement in other areas. Savings have been identified from catering anticipated following school rationalisation. Allocation between Workstream Savings and SEMP savings agreed with Chief Financial Officer. Saving allocated to Workstream is £20,000. Further £36,000 Janitorial savings achieved in 2011/12 and will be scored against 2012/13 savings target. Report to CMT in November 2011 outlined how balance of saving is to be achieved. 	<p>To be achieved: 12/13 £34k 13/14 £50k</p>

Appendix 2
(Page 3 of 8)

3b	Utility Cost Reduction	Proposals agreed by CMT in November 2011 and now being progressed by Head of Property Assets and Facilities Management.	200k To be achieved: 12/13 £13k 13/14 £100k 14/15 £50k
6a	Commissioning	All four themes have now been tendered and evaluated. Following the Policy & Resources Executive Sub-Committee awards of contract are being made. An initial series of workshops have been held to review and revise the scope and specification of services that will be addressed through the commissioning approach including those previously funded through FSF as well as other associated activity. Specification workshops are ongoing. Exercise ongoing to clarify position to avoid double counting.	800k To be achieved: 12/13 £350k 13/14 £250k
7c	Local Environmental Teams	Savings to be achieved by a significant reduction in management overtime following revisions to shift patterns and work practices service wide. Meetings with Unions and workforce have been concluded resulting in a revised compensation payment being offered to workforce. Expenditure has been agreed at CMT and P&R Committee 16 th August. Revised offer letters have been issued to workforce submitted with a return date of 26 th August. New working practises now implemented. Proposals on how the balance (£39k) will be delivered to be developed.	100k To be achieved: 13/14 £39k

Workstream Updates as at: 18/01/12

Lead Officer: Alan Puckrin

<u>Workstream Saving</u>		<u>Update</u>	<u>Target (2011/14)</u> <u>£000</u>
2a	Operating Model	<p>To date £189k of the 2011/12 target has been achieved; and the balance of £11k which related to the development of the CSC will now be transferred to 2012/13. Specifics of how to achieve the 2012/13 original target of £50k have now been identified and will be applied to budgets in April 2012.</p> <p>Ol&R Directorate savings totalling an extra £217k approved at November P&R Committee.</p> <p>Operating Model Review report considered and recommendations approved at Special Council Meeting on 15th December 2011. Finalised Civica report also considered and recommendations approved at same meeting.</p>	<p>467k</p> <p>To be achieved: 12/13 £82k 13/14 £196k</p>
3c	SEMP Funding	Target revised December 2011. 2012/13 saving applied to SEMP Loan Charges.	100k

Appendix 2

(Page 5 of 8)

4a	Procurement	Savings continue to be identified and applied. Target for Procurement was increased by £300k to £1.0million in July 2011 and now agreed to increase this by a further £400k over the period 2012/14 linked to increased resources for the section.	973k To be achieved: 12/13 £182k 13/14 £196k
8b	Inflation Allowance (Non-Pay)	Target increased by £450k in December 2011 taking into account latest information. All bar 2013/14 target now applied to budgets.	2250k To be achieved: 13/14 £500k
9c	Top Slice/1% Efficiency	Proposals approved at P&R Committee on 24 th May which will lead to savings of £0.95 million by 2012/13. £50k mileage/travel saving to be applied from April 2012 supported by HR Guidance note.	1667k To be achieved: 13/14 £250k
9f	Other Savings/Adjustments	Ad-hoc savings will be identified and applied as part of the 2012/13 budget process.	1374k To be achieved: 13/14 £74k

Workstream Updates as at: 18/01/12

Lead Officer: Alasdair Moore

<u>Workstream Saving</u>		<u>Update</u>	<u>Target (2011/14)</u> <u>£000</u>
5a	37 hr Working Week Impact.	<p>Directorates have been working towards the allocated savings target of £900k. Employee offers for reduced hours issued and all returns nearly completed. Detailed work being undertaken with Education Directorate and update due to CMT January. Report to be submitted to the Policy and Resources Committee in due course.</p> <p>£134,000 achieved to date.</p>	<p>900k</p> <p>To be achieved: 12/13 £666k 13/14 £100k</p>

Workstream Updates as at: **18/01/12**

Lead Officer: **Rab Murphy**

<u>Workstream Saving</u>		<u>Update</u>	<u>Target (2011/14)</u> <u>£000</u>
7a	Home Care	<p>Steering group for the review established anticipating that workgroup can align with the proposed fuller Home Care review. It will be important that the full extent of savings take account of the redesign opportunities which might arise.</p> <p>External review team for Homecare have been clearly briefed that the saving associated here is over and above any other saving secured.</p> <p>Procurement of electronic management system underway – tenders being evaluated. The Homecare Steering Group to report to CMT in January 2012 with confirmed savings proposal for next financial year.</p>	<p>300k</p> <p>To be achieved: 12/13 £150k 13/14 £100k</p>

Appendix 2
(Page 8 of 8)

Workstream Updates as at: 18/01/12

Lead Officer: Albert Henderson

<u>Workstream Saving</u>		<u>Update</u>	<u>Target</u> <u>(2011/14)</u> <u>£000</u>
9e	Roll Reduction 2011/14	Due to commence August 2012.	612k To be achieved: 12/13 £132k 13/14 £200k

Workstreams - Proposed Changes

Workstream	11/12 £000	12/13 £000	13/14 £000	Total £000
1 Senior Management Restructure	0	160	0	160
1 Review Committee Structure	0	20	10	30
2 Transformation Programme	189	82	196	467
3 FM/Cleaning Review	160	110	50	320
3 Utility Cost Reduction	0	50	100	150
3 SEMP Funding	0	100	0	100
4 Procurement	301	349	323	973
5 35/37 Working Week	0	800	100	900
6 Commissioning	200	350	250	800
7 Home Care Service Review	50	150	100	300
7 Local Environmental Teams	0	61	39	100
8 Inflation Allowance	1,150	600	500	2,250
8 Top Slice	1,106	311	250	1,667
8 Roll Reduction	185	227	200	612
8 Other Savings	674	509	191	1,374
9 Policy Areas	0	0	300	300
To be allocated	0	0	0	0
Totals	4,015	3,879	2,609	10,503

Movements

	11/12 £000	12/13 £000	13/14 £000	Total £000
1 Review of Committee Structure	-	(10)	(10)	(10)
2 Transformation Programme	(11)	32	196	217
3 Utility Cost Reduction	-	50	(100)	(50)
3 SEMP Funding	-	-	(400)	(400)
4 Procurement	34	170	196	400
5 35/37 Hour Working Week	-	(100)	100	0
6 Commissioning	-	(50)	(150)	(200)
8 Inflation Allowance	250	100	100	450
8 Top Slice	-	-	(250)	(250)
8 Other Savings	-	89	(26)	63
9 Policy Areas	-	-	300	300
To be allocated	-	-	(232)	(232)
	273	281	(276)	278