

2019-20 Savings Monitoring Report
Policy & Resources Scrutiny
10th October 2019

1 Summary position as at : 30th June 2019

£172 k variance from delivery target

	2019-20 Savings monitoring		
	2019-20	2019-20	2019-20
	Target	Delivered	Variance
	£'000	£'000	£'000
Chief Executive	386	214	172
Corporate Services	292	292	0
	678	506	172

2 Analysis of delivery against target for managerial and policy decisions:

Managerial
Policy

£172 k off delivery target
£0 k ahead of target

	MANAGERIAL			POLICY		
	2019-20	2019-20	2019-20	2019-20	2019-20	2019-20
	Target	Delivered	Variance	Target	Delivered	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	386	214	172	0	0	0
Corporate Services	292	292	0	0	0	0
	678	506	172	0	0	0

3 Appendix F(i) : Savings proposals not on target

Appendix F(ii) : Savings proposals on target (for information)

Department	Scrutiny Indicator	2018-19 Budget	FACT FILE	'2019-20 Proposed	'2019-20 Delivered	'2019-20 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE
		£'000		£'000	£'000			
MANAGERIAL - OFF TARGET								
Chief Executive								
People Management								
Human Resources	P&R	798	HR provides advice and guidance to people managers as well as ensuring the Authority is compliant with employment legislation. Employment Policy framework development and maintenance. The service is currently being reviewed with a view to providing a more integrated HR/Payroll Support service to its users and meet the challenges of the Education agenda and collaborative working.	38	0	38	Income generation ie Pembs OH service	No agreement in place to provide service for Pembs CC however the OH team is pursuing potential income opportunities with Ceredigion CC.
Payroll	P&R	353	Payroll: administering pay for all employees and members, managing payroll records and providing a number of returns and statistics on staffing. The corporate Payments Service provides a range of payment solutions that support both internal and external clients in the settlement of supplier invoices relating to the receipt of goods and services.	40	7	33	Structure realignment & postage	Postage saving delivered but saving from structure realignment not yet in place
Total People Management				78	7	71		
ICT & Corporate Policy								
Performance Management	P&R	514	The Performance Management Unit is responsible for providing a corporate lead on performance management for the Council that ensures a strong ethos of continuous improvement runs through everything the Council does.	5	0	5	Income generation from provision of Performance Management software to other Authorities	Unachievable efficiency income target set for the provision of the Performance Management software to other Authorities. This also applies to the £30k PIMS income efficiency put forward for 2017-18. There is no appetite in the public sector to acquire or use PIMS.
Total ICT & Corporate Policy				5	0	5		
Marketing and Media								
Marketing and Media (contact centres, press, communication, translation and customer services)	P&R	1,533	Newly formed business unit comprising of translation, marketing and tourism, contact centres, customer services, press and communications.	96	0	96	Continued service review within the newly formed Marketing and Media section (this also to include contact centres and customer services)	Realignment currently being finalised
				96	0	96		
Chief Executive Total				179	7	172		

POLICY - OFF TARGET

Department	Scrutiny Indicator	18-19 Budget	FACT FILE	'2019-20 Proposed	'2019-20 Delivered	'2019-20 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE
		£'000		£'000	£'000			
Nothing to report								

Department	Scrutiny Indicator	2018-19 Budget £'000	FACT FILE	2019-20	2019-20	2019-20	EFFICIENCY DESCRIPTION
				Proposed £'000	Delivered £'000	Variance £'000	
MANAGERIAL - ON TARGET							
Chief Executive							
Information Technology							
Information Technology	P&R	3,672	ICT Services underpins and contributes towards all that the Council delivers both internally as an organisation and externally to service users and communities, independently or in partnership. It is a vital function providing innovative opportunities for improving services and achieving our priorities in an efficient and effective way. IT Services is pivotal as an enabler of change and a vehicle for driving forward transformational improvement to all services. We have a workforce of 62.5 FTE's which has reduced over the last 7 years from 109 FTE's and we have delivered £3.1m in efficiency savings over the last 9 years. As we continually strive to deliver our solutions in an efficient manner and in line with our key Digital Strategies (Digital Transformation Strategy, Digital Technology Strategy, Digital Schools Strategy) our major savings in 2019/20 are delivered through rationalising software and hardware maintenance contracts that we hold.	173	173	0	£135k will be delivered by rationalising the software maintenance contracts we have in ICT Services. £38k from operational costs e.g reduce travelling costs, consumables, subscriptions.
Total Information Technology				173	173	0	
Regeneration, Policy & Property							
Customer Focus & Policy							
Registrars	P&R	130	Carmarthenshire Registration Service is a single district civil registration authority, co-terminous with the county boundary, called Carmarthenshire Sir Gaerfyrddin district 822. The district is managed and delivered by Carmarthenshire Registration Service. The Carmarthenshire Registration Service consists of 26 members of staff, who work across the county as one team with three offices open to the public in Carmarthen, Llanelli and Ammanford. In any given year the service registers approximately 500 marriages / civil partnerships, 2700 births and 2300 deaths.	9	9	0	Reduce supplies & Services expenditure
Net Departmental Administration	P&R	394	The Unit discharges the budget monitoring and acts as the support role for the services of the department based at County Hall, i.e. Chief Executive, Regeneration and Policy and Administration and Law, together with departmental staffing functions and business support including the central mail service and the management of access to buildings under the Council's Security Card System and the issuing of identification cards.	25	25	0	Realignment of service area to focus on wider departmental services within Chief Executives; (Administrative assistant post - Post number 005724)
Total Regeneration				34	34	0	
Chief Executive Total				207	207	0	

Department	Scrutiny Indicator	2018-19 Budget £'000	FACT FILE	'2019-20 Proposed	'2019-20 Delivered	'2019-20 Variance	EFFICIENCY DESCRIPTION
				£'000	£'000	£'000	

MANAGERIAL - ON TARGET**Corporate Services****Financial Services**

Accountancy	P&R	1,306	The provision of a decentralised accounting and financial management service, covering: • Technical Accounting (Preparation of final accounts, corporate accounting and taxation), • Management Accounting (Month end close, maintenance of financial records and budgeting) • Strategic Finance functions (projects, planning and financial advice to members)	138	138	0	Increased SLA's income £50k, Reduction in external audit fees £58k, reduction in subscriptions £30k;
Total Financial Services				138	138	0	

Revenues & Financial Compliance

Revenues & Benefits	P&R	1,768	Revenue Services Unit is responsible for the administration, billing and collection of Council Tax and Non Domestic Rates from householders and businesses, respectively. The unit also undertakes on behalf of all the Authority's departments, the billing, collection and recovery of miscellaneous income (known as Sundry Debts) as well as having responsibility for operating the Councils full time cash offices with the associated back-office income functions. In addition to these income collection functions, the unit is responsible for the administration of Council Tax Reduction scheme (formerly Council Tax Benefit) and Housing Benefit schemes which help low income households meet their rent and /or Council Tax. Although the Housing Benefits Fraud Investigation function formerly undertaken within the unit transferred to the Department for Work & Pensions in 2015/16 the service continues to investigate Council tax Reduction fraud	54	54	0	Realignment of Management Structure £54k
Council Tax Reduction Scheme	P&R	15,826		50	50	0	Budget currently greater than the demand for the scheme
Rent Allowances recovered	P&R	-117		50	50	0	Increase income target to reflect the high efficiency of overpayment recovery
Total, Revenues and Financial Compliance				154	154	0	

Corporate Services Total**292 292 0****POLICY - ON TARGET**

Nothing to report