

2<sup>nd</sup> QUARTER BUDGET CLINIC ACTIONS

APPENDIX C

Issues shown in **bold** are the actions required from the 1st Quarter Budget Clinics

SOCIAL CARE				
Issue	Action Required	Timeframe	Progress	Person Responsible
Revenue Savings from Extra Care Housing capital scheme	<b>Report to be presented to CMT on the costs/benefits of the Extra Care Housing Scheme</b>	<b>September 2008</b>	<b>This work is going to be linked as an appendix to the Extra Care Housing report to be submitted by the end of October in a joint Social Care/Regeneration report.</b>	<b>Jan Douglas</b>
Pressure on the Transport budget	<b>Cost/Benefit Analysis of Using Dial-a- Ride Service for Transportation</b>	<b>September 2008</b>	<b>A Social Care transport report was presented to CMT on 11th September, which included an analysis of the Dial-a-Ride Service and the potential savings.</b>	<b>Tony Parkinson</b>
Demand on the Change Fund	<b>Identify one off costs relating to the implementation the service reviews and determine they can be funded from the Change Fund</b>	<b>September 2008</b>	<b>The one off costs were identified in the 2<sup>nd</sup> quarters report and a change fund request made for £220,000.</b>	<b>Jan Douglas/Strategic Resources</b>
Ayresome Industries Future Funding	Report on the alternative income generation proposals to fund the deficit on Ayresome Industries	January 2009		Tony Parkinson
Achievement of Efficiency Savings	Replacement Efficiency cashable proposals for 2008/2009	December 2008		Jan Douglas

<b>CORPORATE SERVICES</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
<b>Barristers fees in with Equal Pay cases</b>	<b>Confirmation to be provided that the level of Barristers' Fees for Equal Pay are included in the schedule of Equal Pay costs for 2008/09.</b>	<b>September 2008</b>	<b>An revised estimate Barristers' fees to be funded from the Equal Pay/HR Initiative provision was included in the 2<sup>nd</sup> quarters report</b>	<b>Ian Wright</b>
<b>Non pay budgets in Performance and Policy</b>	<b>Detailed review of non pay budgets within Performance &amp; Policy to be undertaken by Mouchel.</b>	<b>September 2008</b>	<b>A summary of non pay spend for the last three years have been provided to the Corporate Performance Manager together with a detailed analysis of the largest spending areas.</b>	<b>Karen Robinson/Martin Padfield/Ian Wright</b>
<b>Potential pressure from repayment of European grant income</b>	<b>Further details to be provided regarding the potential repayment of European funding</b>	<b>September 2008</b>	<b>The issue has been investigated and reported at the 2<sup>nd</sup> quarters budget clinic. A provision will be created to cover the potential repayment</b>	<b>Karen Robinson.</b>
Reduction in Legal services fee income from land sales	Provide an estimate of the reduction in fee income as a result of the economic downturn	November 2008		Richard Long
Pressure on Policy & Performance running expenses of printing corporate documents	Provide an estimate of the potential printing costs over the next three years	November 2008		Karen Robinson

<b>REGENERATION</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
<b>WMNT Central Whinney Banks community facility</b>	<b>Timing of the use of resources post tender</b>	<b>September 2008</b>	<b>Negotiations around the lease for the new Central Whinney Banks Community Facility and the release of the existing Youth and Community Facility are ongoing.</b>	<b>Lynn Smith (WMNT)</b>
<b>WMNT additional allocation</b>	<b>A revised cash flow statement to be produced</b>	<b>September 2008</b>	<b>A revised cash flow has been provided.</b>	<b>Lynn Smith (WMNT)</b>

<b>Use of Planning Delivery Grant</b>	<b>Discussion and report on principals and use of PDG</b>	<b>September 2008 Revised November 2008</b>	<b>A separate report on the principles and use of PDG has been given to the Director of Resources.</b>	<b>Tim White/Paul Slocombe</b>
<b>Effect of credit crunch on fee income</b>	<b>Quantify effect of credit crunch on planning fee income</b>	<b>September 2008</b>	<b>A separate report has been provided to the Director of Resources setting out how the service is responding to the impact of the credit crunch. This identifies that the service will not be using consultancy support and there has been a marked increase in enforcement issues.</b>	<b>Tim White</b>
<b>Efficiency savings shortfall due to delay in the introduction of pre planning advice charges</b>	<b>Identify resources both financial and staffing required for pre-planning advice</b>	<b>September 2008</b>	<b>A separate note has been provided for the Director of Resources on the financial and staffing resources required for pre-planning advice. The likelihood is that the current credit crunch conditions are unlikely to ameliorate in the near future. It is therefore proposed that the service identifies an alternative saving as soon as possible.</b>	<b>Tim White</b>
<b>Efficiency saving shortfall due to delay in obtaining new leaseholder for the Dorman Museum cafe</b>	<b>Update on position at next budget clinic</b>	<b>September 2008</b>	<b>This target is unlikely to be achieved, due to a delay in the new leaseholder being appointed and the renegotiation of the lease with the new leaseholder</b>	<b>Tim White</b>
<b>Efficiency saving shortfall due to delay in reducing admin support at the Tourist Information Centre</b>	<b>Pursue agreement with Mouchel on reduction in admin support.</b>	<b>September 2008</b>	<b>This efficiency has had a delayed start in 2008/09 but full efficiency savings will follow in subsequent years.</b>	<b>Tim White</b>
WMNT -Issues around VAT accountability	A report to clarify the position and the risks be completed by the end of October for the Director of Resources. An update be given to the next budget clinic	October 2008		Sandra Phillips (WMNT)
Review of expenditure and Future funding for Mima	A report on the budget for MIMA including the maintenance budget and major life cycle costs to be prepared for the Director of Resources	November 2008		Tim white

Achievement of Efficiency Savings	Replacement Efficiency cashable proposals for 2008/2009	December 2008		Tim White
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<b>CHILDREN, FAMILIES &amp; LEARNING</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
<b>Community Education - Nautical Studies and Stainsacre – Future status</b>	<b>An option appraisal to be undertaken with regards to operating as a Trust.</b>	<b>September 2007 revised to March 2008 Revised to December 2008</b>	<b>Work is ongoing on an option to transfer the provision to a body other than MBC. Negotiations are still to be conducted but are dependant on the Council's response to a lease request.</b>	<b>Julie Cordiner</b>
<b>Use of Agency Social Work staff to cover vacancies within Family Services</b>	<b>Examine recruitment barriers and determine options.</b>	<b>September 2008</b>	<b>The service has now reached agreement on the timescales for the use of agency cover. The current agency arrangements will remain in place until 31 December 2008, with the exception of three staff in Team North who will remain in place to 31 March 2009.</b>	<b>Gill Rollings</b>
Use of Agency Social Work staff to cover vacancies within Family Services	Review procurement process and payments made for agency staff	November 2008		Julie Cordiner
<b>Demand on the Change Fund</b>	<b>Identify one off costs relating to the implementation of the CFL management restructure and determine they can be funded from the Change Fund</b>	<b>September 2008</b>	<b>The costs have been identified and an allocation agreed.</b>	<b>Gill Rollings/Strategic Resources</b>
Achievement of Efficiency Savings	Replacement Efficiency cashable proposals for 2008/2009	December 2008		Gill Rollings
Pressure on the Family services budget for foster and residential placements	Provide an improvement /savings action plan with timescales and key dates / responsible officers for	November 2008		Gill Rollings

<b>ENVIRONMENT</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
<b>Building Works Service</b>	<b>Review the service with the aim of ensuring it breaks even by the end of the financial year and continues to operate within budget</b>	<b>October 2008</b>	<b>Ongoing - A strategic review of tendering and efficiency within this area is currently taking place between the Director of Environment and the Director of Resources.</b>	<b>Tom Punton</b>
<b>Streetscene change programme</b>	<b>Prepare a change programme specification for additional support to Environment to review the structure of Streetscene services and budgets with the aim of removing trading</b>	<b>March 2008 Revised to September 2008</b>	<b>Complete – Next stage is to arrange for additional support to commence the review.</b>	<b>Ian Parker/Tom Punton / Paul Slocombe</b>
<b>Change in level of pensions backfunding support given to former CCT areas of the service</b>	<b>Check actuarial evaluation and report findings back to Director of Resources</b>	<b>August 2008</b>	<b>Budget adjustments agreed following the review by Strategic Resources.</b>	<b>Doug Barlow</b>
<b>High level of fuel causing a pressure in 2008-9</b>	<b>Check figures and report findings back to Director of Resources</b>	<b>August 2008</b>	<b>Budget adjustments agreed following the review by Strategic Resources.</b>	<b>Doug Barlow</b>
<b>Decline of North Ormesby Market</b>	<b>Complete CMT report providing update on the position of North Ormesby Market</b>	<b>September 2008 Revised to December 2008</b>	<b>Discussions are currently taking place between Regeneration and Environment regarding this issue.</b>	<b>Ian Parker</b>
<b>Costs of Central Square/MIMA</b>	<b>Prepare a review of Centre Square in conjunction with MIMA review</b>	<b>September 2008 Revised to November 2008</b>	<b>A CMT report is currently being prepared detailing the total costs associated with this issue.</b>	<b>Ian Parker</b>
<b>Reduction in Car parking income</b>	<b>The level of car parking income over the Christmas period is to be reported at the next budget clinic</b>	<b>January 2009</b>		<b>Ian Parker</b>