

## BUDGET MONITORING ACTIONS

## APPENDIX C

<b>CENTRAL SERVICES</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
Partnership Delivery	Action plan to be prepared together with Mouchel to alleviate the projected budget shortfall of £430k.	October 2013	The introduction of an electronic expenses claim system is expected to deliver savings of £39k in the current year (£56k full year effect). Change programme projects are being appraised that will contribute to the shortfall.	John Shiel/Chris Chapman
Community Support Payments	All eligible expenditure to be identified across the council to maximise use of funding for Community Support.	October 2013	A Community Support Payment spending plan has been prepared containing a range of proposals to fully utilise the available community support funding.	Paul Slocombe/Martin Barker
Legal Services – Fees from property sales	The potential impact on the level of fee generating work to be considered when carrying out service staffing review. An action plan to be prepared to address the shortfall on budgeted property fee income.	February 2014	New Action	Bryn Roberts
Council Tax debt recovery	Identify level of additional income received from exercise undertaken by Mouchel to pursue old council tax debt.	February 2014	New Action	Richard Cross
Partnership budgeted saving target re streamlining support to services and managers	Identify total level of savings on admin. support provided by both Mouchel and directly by the council.	February 2014	New Action	Ian Wright

<b>WELLBEING ,CARE &amp; LEARNING</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
Adult Social Care Budget Pressure	Action plan to be prepared with proposals for alleviating the projected net service budget pressure.	October 2013	The service is now predicting a net saving of -£31,000.	Mike Robinson/Louise Grabham/Colin Holt/Tom Boyd
Joint Investment Programme (JIP)	Service to identify any JIP funded expenditure that satisfies Public Health spending criteria in order to maximise use of Public Health grant	October 2013	All JIP expenditure satisfies the Public Health grant conditions and aligns to Public Health outcomes. A report was taken to CEMT on 31 <sup>st</sup> October 2013 to agree funding JIP expenditure to maximize use of the Public Health grant.	Edward Kunonga/Phil Clarke
Connect Income target shortfall	A service review and business plan should be prepared to address the income target set for future years.	February 2014	New Action	Tom Boyd / Phil Clarke
Demand Led Pressures	A simplified and consistent database to be set up to monitor movements in demand for both CFL and Social Care. To be agreed with Executive / Assistant Directors.	February 2014	New Action	Mike Robinson / Neil Pocklington / Colin Holt / Julie Mogridge / Phil Clarke / Martin Padfield

<b>NEIGHBOURHOOD &amp; COMMUNITIES</b>				
<b>Issue</b>	<b>Action Required</b>	<b>Timeframe</b>	<b>Progress</b>	<b>Person Responsible</b>
Fleet Services Vehicles	Five year vehicle replacement programme to be prepared.	October 2013	This has been prepared and is included in the Capital Programme.	Tom Punton
Cargo Fleet Depot	<ul style="list-style-type: none"> <li>A paper to be prepared for the invest to save business case for CCTV/fencing at the depot in order to reduce security costs.</li> </ul>	October 2013	A draft business case has been prepared and is to be considered.	Tom Punton/Andrew Humble
	<ul style="list-style-type: none"> <li>A review to be undertaken to identify what further repair and maintenance work is required at the depot.</li> </ul>	October 2013	<i>? to be updated</i>	John Shiel/Martin Shepherd
	<ul style="list-style-type: none"> <li>An action plan to be prepared to address the inherent budget pressure at the depot including a review of the custodian charge.</li> </ul>	February 2014	New Action	Tom Punton/Andrew Humble
Crematorium & Cemeteries	Review running costs to establish if further savings can be made.	October 2013	An efficiency target of £100k has been allocated as part of the Change programme.	Sandra Cartlidge
Sale of Surplus Properties	A forward programme of capital receipts to be updated on a quarterly basis profiling when capital receipts will be received.	October 2013	Draft programme completed on 19/10/13. Currently under review by the service.	Sandra Cartlidge/John Shiel
LDF	A new profile to be provided to the Director of Resources for inclusion in the MTFP.	October 2013	Completed on 18/10/13.	Lisa Marron

New Home Bonus	<ul style="list-style-type: none"> <li>• A response to be prepared to the consultation on proposed changes to New Home Bonus.</li> <li>• The projected financial impact of the proposed changes over the next two years to be calculated</li> </ul>	October 2013	<p>Completed on 19/9/13</p> <p>Work is on-going.</p>	<p>John Shiel</p> <p>Lisa Marron</p>
Concessionary Fares	Calculate the saving to the council of no longer subsidising journeys undertaken before 9:30 a.m. and the budgetary impact in future years of removing this financial support.	February 2014	New Action	Andrew Humble/Derek Gittins
Transporter Bridge	A review to be undertaken to establish the reasons for the substantial projected overspend on the capital scheme for the painting of the Transporter Bridge.	February 2014	New Action	Andrew Humble