

2024/25 Headline Savings options - Round 1

Appendix 2

Saving Ref	Cabinet / PDG	Service	Budget Holder	Cost Centre	BRIEF Saving Description (including risks of delivery)	Low Risk	Medium Risk	High Risk
						(£k)	(£k)	(£k)
1	Cabinet	Financial Services	Paul Deal	IE290	More proactive treasury management investment – i.e. longer term investments, alternative investment vehicles (money market funds, bonds etc), reduce available cash balances to increase investment. Key risk is cash flow – should any unknown significant payments arise, this may lead to a cash shortfall for a period of time until the investment can be returned. This can be covered through short term borrowing (overnight etc) at low rates.		£ 30,000	
2	Cabinet	Financial Services	Paul Deal	FP200	A reduction in our purchase of internal audit support, after any increase in charges. This needs to be agreed with DAP and should they need to make any redundancies, or incur costs, we will be liable for all or a share of the costs. The risk is relatively minimal as we have received a "Reasonable Assurance" opinion for the last few years, with few audits given limited or no assurance. However, we do weaken our governance mechanism and have less resource to draw open if an issue is identified and a critical friend is required.		£ 10,000	
3	Cabinet	Property Services	Paul Deal	PS various (2121 Code)	Update in Planned Maintenance Budgets - Currently planned to be same level as in 2023/24, but a fuller review of requirements is needed to more accurately understand the requirements. Savings / Pressure to be known by end of November. Implications: only high risk matters are dealt with so if something outside of this breaks there are risks.		?	
4	Cabinet	Property Services	Paul Deal	PS Commercial Income	A review of leases leads to updates and an increase in income. Figure based on c 5% increase Key risk is that rental does increase - current economic climate may not lead to an increase in rental, therefore the lease will not be updated unless necessary. Note this excludes potential rental of Phoenix House (as the Police rental is already included).		£ 25,000	
5	Cabinet	Property Services	Paul Deal	Transfer of Assets / Financial Contribution	An assumption that either a financial contribution or transfer of assets is secured with some or all of the major Town Councils. Current negotiations are not overly encouraging. Therefore, as indicated previously, some services will cease. Reputational risks are likely.			£ 150,000
6	Cabinet	Property Services	Paul Deal	PS Service Income	Service Income - cemeteries, bus departures. Figure based on c 5% increase Potential risk of decreasing demand	£ 10,000		
7	Cabinet	Property Services	Paul Deal	Corporate Invest to Save Projects	Increased Solar Income add adding further solar panels to Phoenix House and the Multi-storey car park. This should cover all usage by PH and offer substantial energy to be sold to local neighbours. This can also reduce anti-social behaviour and fire escape risks. Risks should be minimal - but vandalism and lack of interest in purchasing the energy created.	?		
8	Cabinet	Property Services	Paul Deal	Phoenix House rental to tenants	Currently negotiating with Devon County Council for them to take space in Phoenix House Risks should be minimal.	?		
9	Cabinet	Legal and Democratic Services	Maria De Laburne	LD600	Review IKEN (CMS) to see if continue - would need to terminate the contract so may be some initial costs	£ 7,000		
10	Cabinet	Corporate Performance and Improvement	Steve Carr / Matthew Page	CM300	SPAR maintenance contract (£3,230 p.a.) - end support agreement. Risks relate no longer being able to access support for the platform, but there has been limited need for this over the past 12 months +. Agreement runs until 31 August 2024	£ 1,615		
11	Cabinet	Corporate Performance and Improvement	Steve Carr / Matthew Page	CM300	LG Inform Plus. Do not renew access to this data platform which is used for benchmarking. Alternative sources of benchmarking information will be required. Subscription can be restarted at any time.	£ 1,200		

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12	Cabinet	Human Resources	Matthew Page / James Hamblin	HR200	Reduction in Corporate Development Training Implications: Reduced development opportunities for employees Could impact upon a 'strength' at the Council in terms of retention and recruitment of staff Will reduce offering to employees		£ 5,000	
13	Cabinet	Human Resources	Matthew Page / James Hamblin	HR100	Income generation following implementation of new structure To be balanced against the needs of the services at MDCC		£ 10,000	
14	Cabinet	ICT	Brian Trebilcock	IT500	Removal of Opentext RKYV software for Electronic Document Management and migration onto Sharepoint Online Implications: •Reduction in cost of software. •Organisational wide project with a significant lead time and high service impact. •Every service would need to manually check files, data cleanse and redefine filing structures •Fundamental shift in asset tagging of information and changes to data security and data flows •Capacity issues within ICT, Information Management team and services Risks •Every service impacted and capacity within teams would need to be increased/staff seconded to project •Inadequate planning and governance controls could mean loss of data which may have operational/legal impact if ill-defined •Additional resource in ICT/Info Management required to manage project OR consultancy required for programme and governance •Additional/alternative data storage costs			£ 18,700
15	Community	Public Health	Simon Newcombe	PH600	Remove Pest Control contract – The use of the service has been declining year on year, and budget had been reduced to £1000. This only covers those on qualifying benefits in the private sector for the treatment of rats and mice. All other forms of pest are not covered and signposted to the preferred contractor. The current contract with Pestokill has been extended to June 2024 but it is proposed that we do not renew this contract going forward. Implications: · Low-income households have to pay for rats and mice infestations previously provided FOC · Increase in more complex pest control cases requiring EH regulatory intervention due to failure of householders to take early treatments at cost (low risk) · Mitigation: availability of healthy homes grants and regulatory tools to deal with major infestations means that the risk of not providing the service is lower. Risks: · Equality Impact Assessment would show disproportionate impact on vulnerable, low-income residents although take up of the service has reduced significantly over the years / Will require a policy decision via CPDG and Cabinet · Increased public health impacts but potentially mitigated by the introduction of the Healthy Homes Grant · Reputational damage / less community resilience	£ 1,000		
16	Community	Public Health	Simon Newcombe	PH250	No longer provide GF budget for community safety partnership activity in Mid Devon but maintain contribution to DHR (domestic homicide reviews) as this is mandatory. Changes in funding for CSP work have already been introduced via adoption of a direct commissioning approach by PCC. Limited separate CSP new burdens funding is currently in place for new Serious Violence Duty responsibilities therefore the remaining residual budget is too limited to be utilised effectively. Implications: · With reduced external funding there will be less funding available for specific projects locally, but there continues to be specific funding from the OPPC for targeted action on Devon wide priorities. · Use of this funding has been adhoc over the years resulting in an EMR for underspend which would indicate that this funding is no longer required. There is a duty to undertake DHRs so part of the budget is being withheld to cover the contribution to DCC to coordinate these reviews (accounted for in projected). Risks: · Unable to contribute to any specific projects on community safety locally but these have been reduced over the years due to local capacity and changing need, PCC commissioning approach where the CSP support direct Community Grant bids by VCSE providers and more strategic working across partners	£ 3,870		

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17	Community	Public Health	Simon Newcombe	PH660	<p>Remove continuous air quality monitors (AQ Mesh). The current AQ mesh pods (x4) in place under statutory LAQM requirements but have reached the end of their life and need to be replaced. The cost per new pod is approx. £7280 as detailed below, with an annual cost of £2680 (not including any repairs or officer time to check the install). To replace all 4 would be £29,120 to come out of 23/24. The ongoing cost for 4 would be £10720. £10,000 could be a saving if we did not replace the pods. alternatively there would be a smaller saving if some pods remained.</p> <p>Spec from Ricardo</p> <ul style="list-style-type: none"> SCS Cube spec to measure PM10, PM2.5 and NO2 is £3,000/unit (with 2-year manufacturer warranty) Extended warranty to cover years 3 and 4 and maintenance service during the start of year 3 is £850/unit Data sim is £180/unit/year, if paid for in advance QA/QC and data correction to near reference, monthly update reports, and website £2,500/year Installation £750. Assuming done in a day (2-sensors) Note the Cube units are mains powered and so need commando sockets for lamp column installation 13 amp rated feed via a standard commando socket rated at IP68 (waterproof!) <p>Implications: The pods monitor PM10 and PM2.5 therefore we would no longer be able to measure these pollutants. These would continue to be desk-assessed under LAQM.TG22 guidance but district would not have capability to directly monitor including investigating any new potential exceedance areas, however previous x5 annual assessment reports have identified no new hotspots/risks.</p> <p>Risks: Reliance on reduced NOx tube monitoring only and minimum baseline compliance with statutory guidance under LAQM regime and AQ duties on Council Low - Medium Risk due to minimum statutory baseline compliance. This would generate the full saving of £11,500 via reduction in budget. Sufficient budget would be retained within relevant cost-centre for reduced NOx monitoring (see below) and calibration of noise monitors</p>	£ 11,500		
18	Community	Public Health	Simon Newcombe	PH660	<p>Reduce number of NOx tube monitoring sites from 20 to 10. There have been no exceedances and DEFRA are recommending that the AQMAs are no longer needed. This is an opportunity to review the monitoring sites and reduce the number</p> <p>Implications: There would be less coverage of the district for monitoring but it would be more tactically focussed on ongoing at risk, exceedance or adjacent proposed major development areas only Would need to be kept under review should significant changes to traffic flow arise in areas not covered and monitoring sites introduced as necessary - statutory requirement under LAQM (see below) and annual screening assessment reporting into Defra</p> <p>Risks: Less comprehensive set of data for DEFRA return - represents minimum monitoring requirements to satisfy Local Air Quality Management (LAQM) requirements under stat. guidance (LAQM TG22) Changes to air quality slower to be identified but trend position retained at remaining longer-term sites</p>	£ 420		
19	Community	Public Health	Simon Newcombe	PH660	<p>Stop provision of planning advice relating to all areas of public health. We have contracted to provide this expertise as we do not have the full specialist expertise or resources in house to provide this service. However this is not a statutory function.</p> <p>Implications This is not a statutory service and is only advisory. There would be no provision of comments on planning applications from Public Health once this contract has ended. Currently planning utilise Janet for advice and support more than Public Health and with the new air quality spd planning may wish to fund Janet directly to advise them on this area.</p> <p>Risks Public health comments are preventative and good practice to avoid future nuisance complaints. There is a risk that nuisance issues will increase. However public health has a duty to investigate regardless</p>		£ 6,000	

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20	Community	Public Health	Simon Newcombe	PH733	End the following subscriptions: EMAQ plus training - provides 6 detailed training courses per year on environmental protection including an exam for competency Implications: Access to the reduced rate in specialist training would be lost. However the current Team leader for community has undertaken most of the available competencies. This could be re-instated in future should it become necessary but there are other courses available. Risk Low risk but does mean that only one person in Public health has the competencies		£ 1,376	
21	Community	Public Health	Simon Newcombe	PH733	Public health RIAMs premium subscription - provides access to templates documents, community chats and forums for advice on all aspects of EH Implications The service would no longer be able to access the various templates and documents, the EH community for support and advice or the reduced rate training Risk A piece of work is needed to fully identify how much the service is used by the team. If it is rarely utilised then the risk is low however if the team, especially less experienced team members, rely on the service for day to day delivery of the statutory service then the risk is higher.		£ 3,850	
22	Community	Public Health	Simon Newcombe	PH733	ABC food law - provides bespoke training courses on specialist food safety matters including specific approved premises Implications The team currently rely on this tool for training, templates and guidance. However going forward it may be possible to stop this subscription once internal processes and officers are up to speed. At present as this is not the case it would be high risk to remove this. Risk The team need to be up to speed before this is no longer available. The current risk is that the FSA do not believe we can meet our statutory functions or comply with the FSA plan so it is important that we get on top of this before considering a reduction in our resources			£ 225
23	Community	Public Health	Simon Newcombe	PH354	Empty Homes Network - advice and access to webinars Implications Dealing with empty homes is not a statutory function the network provides advice and guidance on tools for empty homes officers and we do not have this resource at present Risk Risk is low as we do not need the membership and it can be re-instated in the future if required	£ 95		
24	Environment	Street Scene	Matthew Page / Darren Beer	FM580	Removal of pool cars Implications: None	£ 13,000		
25	Environment	Waste	Matthew Page / Darren Beer	WS725	Impact of Shared Saving Scheme - Forecast in April and actual amount will be sent in September 2024. Budget £150K forecast £290K but could be more.	£ 140,000		
26	Environment	Waste	Matthew Page / Darren Beer	WS700	Increase Garden Waste Fees in line or above inflation (includes extra forecast above budget for 2023-24) Implications: May result in reduction in residents subscribing to scheme		£ 15,000	
27	Environment	Waste	Matthew Page / Darren Beer	WS710	Increase trade waste charges above 3% base (Increase of further 1%) Implications: Potential for customers to change provider	£ 9,000		
28	Economy	Car Parks	Matthew Page / Darren Beer	CP520 / 530 / 540	Increase in income from parking charges raised above 3% (includes extra forecast above budget for 2023-24) Implications: Users seeking alternative parking		£ 40,000	

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29	Community	Community Grants	Adrian Welsh	CD200	<p>There is an opportunity to review the wider Community Grants. These grants currently total £138k with currently seven beneficiaries. These are due for review. This will provide a political challenge as reductions to these organisations will be controversial. This review would need to form part of a corporate wide assessment. The current breakdown is as follows:</p> <p>Churches Housing Action Team (CHAT) £12,500 Citizens Advice £15,500 Involve – Voluntary Action in Mid Devon £12,000 Mid Devon Mobility £22,000 Grand Western Canal £45,000 Tiverton Museum of Mid Devon Life £27,500 Tourist Information Service £4,000 Total Grants £138,500</p> <p>A saving target of £18,500 is proposed, with Community PDG to decide how to make this saving.</p>		£ 18,500	
30	All	ALL	ALL	All Services	<p>Potential savings could be made in certain areas linked to de-scoping or downsizing activity, should turnover allow for a natural wastage approach in these identified areas. Organisation-wide turnover should allow for a realisation of some of these savings over the coming months and years. However, they are categorised as amber/red to denote that these are not immediately realisable (amber) or would not be recommended due to the severe negative impact on service delivery (red). This aligns with the early steer from the administration around prioritising and protecting service delivery to customers alongside a desire to ensure no redundancies are required given the opportunities to manage workforce resource effectively through targeted vacancy and turnover management.</p>	£ 40,680	£ 370,840	£ 363,806
31	All	ALL	ALL	All Services	<p>Reduction in agency spend following implementation of new structure</p> <p>Implications: Will require services to scrutinise need and develop greater relationships with agency providers, negotiating where required Could result in services offering a lesser service at a lower rate should it be decided agency spend is not favourable</p>			?
32	All	ALL	ALL	All Services	<p>Reduction in cost of sickness</p> <p>Implications: Would require us to take a less risk adverse attitude to managing sickness which could result in claims Will require consistency across the whole organisation</p>			?
33	All	ALL	ALL	All Services	Business Rates - possible reduction arising from appeals	?		
34	All	ALL	ALL	All Services	Energy costs - possible movement depending on new unit price. Need to reduce usage.	?		
35	All	ALL	ALL	All Services	Fuel Costs - Possible movement depending on how prices move	£ 30,000		
TOTAL						£ 269,380	£ 535,566	£ 532,731