

## Essential Reference Paper 'F'

Ledger Code	Savings	Responsible Officer	2012/13 £	Red/Amb er/Green	COMMENTS
	<b>Housing</b>				
26401/3720	- reduce Hsg Advice	CB	(5,000)	GREEN	saving achieved as spend accommodated within revised budget
	<b>Licensing &amp; Community Safety</b>				
50601/9374	Set taxi licence fees to recover full costs	BS	(5,000)	GREEN	Fee is based on cost recovery. Additional £5k generated 2012/13
21102/3897	Cease contribution to PCSO's (originally in 11/12)	BS	(46,000)	RED	Member decision
	<b>Housing</b>				
17103/0110	home energy conservation into single function	BS	(17,000)	GREEN	saving achieved as spend accommodated within revised budget
26904/4445	- cease Handyperson service	BS	(16,000)	GREEN	saving achieved through revised service
26401/3720 & 26904/4433	- cease funding HIA core and associated services	BS	(33,000)	GREEN	saving achieved through revised service
	<b>Environment</b>				
	Waste contract shared services saving £135,000	CC			Base budget reduced by this sum across a range of cost codes (See below). This reflected reductions in tendered contract prices for sharing service activities, equipment and facilities with NHDC and Harlow DC
50102 4407	Total Domestic Refuse	CC	(42,500)	GREEN	See Above
50103 4407	Total Trade Refuse	CC	(6,000)	GREEN	See Above
50106 4407	Clinical Waste	CC	(8,000)	GREEN	See Above
50105 4411	Collection of Composting	CC	(32,800)	GREEN	See Above
20901/2010	Market Waste	CC	(200)	GREEN	See Above
20902/2010	Market Waste	CC	(200)	GREEN	See Above
20903/2010	Market Waste	CC	(100)	GREEN	See Above
51020 4443	Material Handling	CC	(1,800)	GREEN	See Above
50104 4414	Cleansing	CC	(38,600)	GREEN	See Above
50105 1316	Cleanse Recycling Centres	CC	(150)	GREEN	See Above

50501/1940	Car Parks	CC	(1,400)	GREEN	See Above
50551/1940	Hertford Car Parks	CC	(1,500)	GREEN	See Above
50101 1940	Public Cons Cleaning Total waste contract shared services savings = £135,000	CC	(1,750)	GREEN	See Above
17203/0110 & 17203/2010	Do not replace Area Environment Inspector & delete lease van after 12 month contract expires	CC	(30,000)	GREEN	Post deleted from April 2012. Salaries budget reflects this reduction. Previous post holder not replaced
51020/4443	Depot materials handling -	CC	(30,000)	GREEN	Base Budget reduced by this sum from April 2012. Estimates reflect this
50105/1316	Recycling Banks maintenance	CC	(8,000)	GREEN	Base Budget reduced by this sum from April 2012. Estimates reflect this
50102/4407	Bulky waste collection reduced expenditure	CC	(6,000)	GREEN	This item relates to a revision of expected income and expenditure associated with the economic downturn which affects this activity. There was also an offsetting reduction in income of £11,000 shown in the MTFP associated with savings item
50103/4407	Commercial waste reduced expenditure	CC	(23,000)	GREEN	This item relates to a revision of expected income and expenditure on a trading account as a result of the economic downturn, which affected this business. There was also an offsetting reduction in income of £10,000 shown in the MTFP associated with this savings item
17203/0110	Delete Business Support Assistant Part Time Post FTE Grade 3 - 18.5 hours)	CC	(12,175)	GREEN	Post deleted from April 2012. Salaries budget reflects this reduction. Previous post holder not replaced
17203/0110	Delete Business Support Assistant Part Time Post FTE Grade 3 - 22.5 hours)	CC	(12,922)	GREEN	Post deleted from April 2012. Salaries budget reflects this reduction. Previous post holder not replaced
50105/3310	Reduce Recycling advertising and promotion budget	CC	(31,300)	GREEN	Base Budget reduced by this sum from April 2012. Estimates reflect this

17812/0110	Review / reduce level of environmental coordination and advice	CC	(25,000)	GREEN	Full time post of Environmental Co-ordinator and Home Energy Efficiency Officer deleted and new joint post of Environmental Strategy Manager created covering both roles across two directorates (Environmental Services and Community Safety and Health). Reduction reflected in
17812/0110		CC	25,000		The 2011/12 MTFP originally had a proposal to reduce the budget by £50,000. Following a full review and the restructure detailed above this was reduced to £25,000 in the 2012/13 MTFP. This sum represents the reversal
	Environmental co-ordination - reduction of previous savings item				

#### Customer & New Media

17718/3758	Saving in cash collection cost	NS	(10,000)	GREEN	Delivered fully within base budgets
-4444	Re-letting of parking enforcement contract	NS	(230,000)	GREEN	Delivered fully within base budgets
17205/3401	Replacement of hosted self-service system	NS	(10,000)	GREEN	Delivered fully with saving from Parking Services
50501/1022	Reduction in cost of pay and display machine maintenance	NS	(15,000)	GREEN	Delivered fully within base budgets
50501/1023	Reduction in cost of pay and display machine maintenance	NS	(10,000)	GREEN	Delivered fully within base budgets
50501/1024	Reduction in cost of pay and display machine maintenance	NS	(22,500)	GREEN	Delivered fully within base budgets
50571/1022	Reduction in cost of pay and display machine maintenance	NS	(2,500)	GREEN	Delivered fully within base budgets
10111/9610	HMRC shared service	NS	(16,000)	GREEN	Paid into property budgets as rental
50511/9349	Elm Road income estimate correction	NS	13,000		n/a
50501/9349	Rye st/Grange paddocks income estimate correction	NS	15,000		n/a
50541/9419	Residents permit income	NS	(3,000)	GREEN	Delivered
50532/9610	Ware Amwell End - Revision of rent payable by Hertford regional College for student car park spaces	NS	(1,000)	GREEN	Delivered fully within base budgets
50511/9349	Elm Road income	NS	(10,000)	GREEN	Delivered

50501/9349	Rye St/Grange Paddocks income	NS	(50,000)	RED	Not delivered as charging structure planned could not be implemented due to contractual arrangements with the Leisure Centre operators and need to balance the needs of motorists and specific Leisure Centre users
50541/9419	Grange Paddocks Project - Resident permit income	NS	(2,500)	GREEN	Delivered
<b>Democratic &amp; Legal Services</b>					
17504/0110	Land Charges - staffing reductions	JH	(4,000)	GREEN	Restructuring completed. Service demands for 2013/14 require time limited additional resources - approved by CMT.
<b>Corporate Planning and Performance</b>					
17007:17702:17807	Reduction in supplies & services budgets (formerly Strategic Direction)	SC	(1,000)	GREEN	Achieved through reduction in supplies and services budgets / spend
<b>Financial Services</b>					
17403/0110	Reprofile 14/15 saving	SC	(38,000)	GREEN	Achieved through a reduction staffing resources.
<b>Planning &amp; Building Control</b>					
see below	Building control fees £50,000	KS			
see below	DC miscellaneous costs £10,000	KS			
17803/3210	Local Plans/Stationery	KS	(500)	GREEN	saving achieved as spend accommodated within revised budget
17803/3250	Local Plans/Books	KS	(200)	GREEN	saving achieved as spend accommodated within revised budget
17803/3840	Local Plans/Practising Certs	KS	(1,500)	GREEN	saving achieved - no spend on this budget
17102/3230	Bldg Control/Photocopying	KS	(250)	GREEN	saving achieved as spend accommodated within revised budget
17102/3310	Bldg Control/Advertising	KS	(500)	GREEN	saving achieved as spend accommodated within revised budget
17105/3210	Dev Ctrl/Stationery	KS	(500)	GREEN	saving achieved as spend accommodated within revised budget
17105/3310	Dev Ctrl/Advertising	KS	(3,000)	GREEN	saving achieved as spend accommodated within revised budget

17105/3840	Dev Ctrl/Practising Certs	KS	(2,000)	GREEN	saving achieved - no spend on this budget
40102/9358	Building Control Apps	KS	(40,000)	RED	saving NOT achieved BC application income reduced
40103/3790	Dev Ctrl/Town Centre Imps.	KS	5,000	GREEN	saving achieved - no spend on this budget
40103/9360	Dev Ctrl Charges	KS	(5,000)	GREEN	achieved as income increased
40103/9401	Dev Ctrl Pre App Advice	KS	(3,000)	GREEN	achieved as income increased
40103/9418	Dev Ctrl/Discharge of Conditions	KS	(8,000)	GREEN	achieved as income increased
????	????	KS	(550)		no record
40105/3435	LDF funding	KS	(10,000)	RED	saving NOT achieved on this budget, however accommodated by zero spend on Local Plan upkeep budget 40105/3443

### Communications, Engagement & Cultural Services

21299/4449	C&C - MOW	WO	(45,761)	GREEN	achieved
20201/3405	Review minor grants	WO	(12,500)	GREEN	achieved but NHB viated for special Olympics and Jubilee events and £10,000 re-instated for 2013/14
20603/----	Castle Hall - new business plan (subject to approval)	WO	(83,085)	GREEN	achieved
20399/4455	Leisure Savings	MK	(86,000)		
17007:17702/3842	Reduction in size of Link magazine to A5 (partially offset by growth)	WO	(12,000)	GREEN	achieved

### HR, Facilities & Asset Management

17411/0110	Asset management and valuation flexible retirement	GB	(12,000)	GREEN	Achieved. Flexible retirement approved and implemented
17411/0110	Phased reduction in hours of estates staffing	GB	(16,000)	GREEN	Achieved. Hours reduced
various1010	Restate property budgets	GB	(13,000)	GREEN	Achieved. Budget reduced and 2012/13 actual within reduced budget

### Corporate Risk & Insurance

Various	Reduction of insurance premiums following retender	CG	(89,000)	GREEN	achieved and can be evidenced through communications with insurance broker.
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17505/----	Internal Audit efficiencies from partnership CG working		(30,000)	RED	saving NOT achieved. The Director's original intention was to reduce the number of Internal Audit days by about 30% by the end of 2012/13. Outturn shows 5% reduction in actual days but any saving is negated by SIAS daily rate increasing from £240 to £255.
	<b>Revenues &amp; Benefits</b>				
17412/5090	Discretionary Rate Relief	ST	(12,600)	GREEN	Achieved through change in policy
	<b>Corporate Costs</b>				
17401/0110	Reduce corporate management	CMT	(50,000)	GREEN	achieved via senior management restructuring
	<b>TOTAL SAVINGS</b>		<u><u>(1,339,843)</u></u>		