

**2020/21 Savings Monitoring Report**  
**Policy & Resources Scrutiny Committee**  
**2nd December 2020**

1 Summary position as at : 31st August 2020

£153 k variance from delivery target

	2020/21 Savings monitoring		
	2020/21	2020/21	2020/21
	Target	Delivered	Variance
	£'000	£'000	£'000
	Chief Executive	492	359
Corporate Services	205	185	20
	<b>697</b>	<b>544</b>	<b>153</b>

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

Managerial  
Policy

£153 k Off delivery target  
£0 k ahead of target

	MANAGERIAL			POLICY		
	2020/21	2020/21	2020/21	2020/21	2020/21	2020/21
	Target	Delivered	Variance	Target	Delivered	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
	Chief Executive	492	359	133	0	0
Corporate Services	205	185	20	0	0	0
	<b>697</b>	<b>544</b>	<b>153</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

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

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE
	£'000		£'000	£'000	£'000		
<b>Managerial - off Target</b>							
<b>Chief Executive</b>							
Regeneration division	2,806	Regeneration Division	83	0	83	£50k increase in commercial income; £25k net effect of running costs following vacation of Nantyci Rural Development centre; £8k reduction in electricity within the Industrial estate.	Commercial property income down even before the effect of Covid-19 (as per June monitoring); Nantyci not yet sold/ leased so most running costs are still relevant. Industrial Premises are anticipating an overspend with a likelihood of long term loss of occupancy.
Marketing & Media	1,921	Newly formed business unit comprising of translation, marketing and tourism, contact centres, customer services, press and communications.	50	0	50	£30k Customer Services realignment; £20k reduction in external services;	Service review due to be undertaken to identify the proposed savings. This has been delayed due to Covid-19 but should be resolved in the coming months.
<b>Chief Executive Total</b>			<b>133</b>	<b>0</b>	<b>133</b>		
<b>Corporate Services</b>							
<b>Financial Services</b>							
Accountancy	1,291	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)	20	0	20	Additional income from receivership work £20k, £15K reduction in subscriptions; restructuring £70k;	
<b>Corporate Services Total</b>			<b>20</b>	<b>0</b>	<b>20</b>		

**Policy - off Target**

NOTHING TO REPORT

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	

### Managerial - on Target

#### Chief Executive

Chief Executive	253		4	4	0	Reduction in supplies / postages
Information Technology	3,716	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 future years are delivered through rationalising software and hardware maintenance contracts that we hold.	121	121	0	Over the years the BT technology has been superseded with modern Internet Protocol based solutions. ICT Services will be replacing this aging infrastructure in order to utilise the latest technology which in turn will deliver the £100k revenue efficiencies. £21k will be delivered by reducing costs on annual maintenance agreements.
Corporate Policy	762	Policy & Partnership team deal with Council policy (in relation to Welsh language, sustainable development, equalities and tackling poverty), consultation & engagement with elected members and public, data & information, and public service collaboration through the Local Service Board (soon to be statutory requirement) and related strategic partnerships	39	39	0	£35k will be delivered by taking a different approach to the way work is undertaken within Corporate Policy; £4k reduction in staff travelling.
Statutory services/Coroners	401	The Coroner is an independent Judicial Officer and discharges his duties in accordance with the Coroners Act 1988. He has a duty to investigate deaths reported to him where he has reasonable cause to suspect that the death was violent, unnatural or of unknown cause or which occurs in prison.	19	19	0	Reduction in staffing costs.
Legal and Administration	1,383	The function of Legal Services is to provide a comprehensive legal service to the Council, including advocacy and representation in Courts and Tribunals and Inquiries in the course of civil and criminal proceedings and provision of advice at Committee Meetings. The Service also prepares legal documentation and gives legal advice across the whole range of Council functions. The Head of Administration and Law is also the Council's Monitoring Officer. The Service also co-ordinates responses to the Public Services Ombudsman for Wales, in relation to complaints related to the carrying out of the Council's functions and part of the South West Wales Legal Service.	41	41	0	Reduction of budgets following the introduction of paperless working. Review of support provision within Land charges.
Regeneration division	2,806	Regeneration Division	35	35	0	£35k reduction within Economic Development activity (£15K from Community Development and External Funding budget, £10K from Rural Carmarthen, Ammanford Town Centres budget and £10k from Econ Dev Llanelli, Cross Hands, Coastal, Business infrastructure budget)
People Management division	2,753	Includes Payroll, People Services, Organisational Development, Employee Wellbeing , HR Development Team, Business and Project Support	88	88	0	£38k service review; £25k admin review; £25k review of SLAs.
Marketing & Media	1,921	Newly formed business unit comprising of translation, marketing and tourism, contact centres, customer services, press and communications.	12	12	0	£12k reduction in spend on tourism promotion.

#### Chief Executive Total

**359 359 0**

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	
<b>Corporate Services</b>						
<u>Financial Services</u>						
Accountancy	1,291	The provision of a decentralised accounting and financial management service, covering: <ul style="list-style-type: none"> <li>• Technical Accounting (Preparation of final accounts, corporate accounting and taxation),</li> <li>• Management Accounting (Month end close, maintenance of financial records and budgeting)</li> <li>• Strategic Finance functions (projects, planning and financial advice to members)</li> </ul>	85	85	0	Additional income from receivership work £20k, £15K reduction in subscriptions; restructuring £70k;
Rent Allowances recovered		Expenditure, which is subsidised by the Department for Work & Pensions, in respect of reductions in rent, granted to council and private tenants (i.e. tenants of private landlords and Registered Social Landlords) that are on low income	50	50	0	Increase income target to reflect the high efficiency of overpayment recovery
Revenues & Benefits	Various cost centres within Division	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 the Department for Work & Pensions in 2015/16 the service continues to investigate Council tax Reduction fraud.	50	50	0	Further evaluation and potential realignment of division following implementation of Universal Credit
<b>Corporate Services Total</b>			<b>185</b>	<b>185</b>	<b>0</b>	

**Policy - on Target**

NOTHING TO REPORT