



Council Offices, Almada Street
Hamilton, ML3 0AA

Tuesday, 19 February 2019

Dear Councillor

South Lanarkshire Council

The Members listed below are requested to attend a special meeting of the Council to be held as follows:-

Date: Wednesday, 27 February 2019
Time: 11:30 (or immediately following Executive Committee, whichever is the later).
Venue: Council Chamber, Council Offices, Almada Street, Hamilton, ML3 0AA

The business to be considered at the meeting is listed overleaf.

Members are reminded to bring their fully charged tablets to the meeting

Yours sincerely

Lindsay Freeland
Chief Executive

Members

Ian McAllan (Provost), Collette Stevenson (Depute Provost), Alex Allison, John Anderson, John Bradley, Walter Brogan, Robert Brown, Archie Buchanan, Jackie Burns, Janine Calikes, Stephanie Callaghan, Graeme Campbell, Andy Carmichael, Maureen Chalmers, Gerry Convery, Margaret Cooper, Poppy Corbett, Margaret Cowie, Peter Craig, Maureen Devlin, Mary Donnelly, Isobel Dorman, Fiona Dryburgh, Joe Fagan, Allan Falconer, Alistair Fulton, Geri Gray, George Greenshields, Lynsey Hamilton, Ian Harrow, Eric Holford, Graeme Horne, Mark Horsham, Martin Grant Hose, Ann Le Blond, Martin Lennon, Richard Lockhart, Eileen Logan, Katy Loudon, Joe Lowe, Hugh Macdonald, Julia Marrs, Monique McAdams, Catherine McClymont, Kenny McCreary, Colin McGavigan, Mark McGeever, Jim McGuigan, Davie McLachlan, Gladys Miller, Lynne Nailon, Richard Nelson, Carol Nugent, Mo Razzaq, John Ross, Graham Scott, David Shearer, Bert Thomson, Margaret B Walker, Jim Wardhaugh, Sheena Wardhaugh, Jared Wark, David Watson, Josh Wilson

BUSINESS

1 Sederunt and Declaration of Interests

Item(s) for Decision		
2	Overall Position of Budget 2019/2020, Savings Proposals and Council Tax	3 - 86
	Report dated 19 February 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)	
3	Revenue Budget and Level of Local Taxation 2019/2020	87 - 96
	Report dated 19 February 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)	
4	Prudential Indicators, Treasury Management Strategy and Annual Investment Strategy 2019/2020	
	Report dated 27 February 2019 by the Chief Executive. (Copy to be tabled)	

Urgent Business

- 5 Urgent Business**
Any other items of business which the Provost decides are urgent.

For further information, please contact:-

Clerk Name: Susan Somerville

Clerk Telephone: 01698 454197

Clerk Email: susan.somerville@southlanarkshire.gov.uk



Report

2

Report to:	South Lanarkshire Council
Date of Meeting:	27 February 2019
Report by:	Executive Director (Finance and Corporate Resources)

Subject:	Overall Position of Budget 2019/2020, Savings Proposals and Council Tax
----------	--

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ update the Council in relation to the grant funding allocated to the Council for 2019/2020,
- ◆ present savings proposals for approval in preparation of the 2019/2020 budget,
- ◆ to present a level of Council Tax for approval.

2. Recommendation(s)

2.1. The Council is asked to approve the following recommendation(s):-

- (1) that the original grant settlement for 2019/2020, the additional costs facing the Council, and impact on the Council's Revenue Budget Strategy (sections 4 to 6), be noted;
- (2) that the increase to Council Tax of 3% which would set the Council Tax for Band D properties at £1,168 (section 7.8), be approved;
- (3) that the additional funding allocated as part of the Stage 1 Budget Bill (section 7), be noted;
- (4) that additional budget identified as part of the 2018/2019 probable outturn is included as part of the budget solutions for 2019/2020 (section 8.1) be approved;
- (5) that the reduction in savings of £1.836 million (section 16.1: Appendix 2a (Council savings) and Appendix 2b (SLLC savings)) be approved;
- (6) that the remaining savings totalling £11.345 million (Appendix 1a (Council savings) and Appendix 1b (SLLC savings)), be approved;
- (7) that the £1.500 million allocation to Children and Families (section 16.1), be approved;
- (8) that the £1.766 million allocation to extending Free School Meals to Primaries 4 and 5 (section 16.1), be approved;
- (9) that the £0.360 million allocation to increase School Clothing Grants by £30 to £130 (section 16.1), be approved;
- (10) that Free at Three be introduced in 2020/2021 and that provision be made in the 2020/2021 Revenue Budget Strategy, be approved; and
- (11) that the additional General Capital Grant of £8.942 million (section 17.3) be noted, and that this Grant be used to contribute towards projects identified in the Council's Capital Strategy (namely Early Learning and Childcare : 1140 Hours Requirements (section 17.6), be approved.

3. Background

- 3.1. At its meeting on 21 November 2018, the Council's Executive Committee was advised of the updated Revenue Budget Strategy for 2019/2020. This Budget Strategy stated a savings requirement of £18.283 million. In arriving at this level of savings, the strategy took account of a number of assumptions including Grant Reductions, Pay and Pension Increases, Price Increases, Funding for Priorities and Revenue Consequences of Capital. Following the utilisation of Corporate Funding Solutions, the savings requirement was £13.004 million.
- 3.2. Savings proposals of £13.181 million were presented to Members. The Strategy report showed that there was a balance of funds available of £3.969 million after taking account of a Council Tax increase of 3%. This effectively left an element of choice in decision making in relation to the budget proposals around savings and council tax.
- 3.3. As noted in section 3.1 above, the strategy was based on assumptions on the level of Grant Funding that would be received from the Scottish Government. This report:
- provides an update on the current Grant position and an update on additional costs that will be incurred in 2019/2020 (Sections 4 and 5),
 - summarises the impact of the Grant settlement and the resultant impact on the Council's Budget Strategy (Sections 6 to 9),
 - advises how current year funding solutions affects the budget going forward (Section 10),
 - summarises options for the councils budget including the savings position, and savings that could be removed (Section 11),
 - makes proposals to address pressures in Children and Families (Section 12),
 - details the Free at 3 proposal (Section 13),
 - details a proposal to extend Free School Meals to Primaries 4 and 5 (Section 14),
 - details a proposal to increase the School Clothing Grant allocation by £30 to £130 (Section 15),
 - provides a summary of Revenue Budget Proposals (Section 16), and
 - details the level of capital grant received through the settlement (Section 17).

4. 2019/2020 Grant Income – Initial Settlement Position at December 2018

- 4.1. At the time of setting the Revenue Budget Strategy, the Council had not been advised of the level of grant to be received for 2019/2020. On 18 December 2018, the Scottish Government issued Finance Circular 8/2018 which detailed individual grant settlement figures to all councils.

- 4.2. This report will consider the movement in grant year on year on a like for like basis, the assumed level of grant cut within the Council's Financial Strategy and how these issues affect the Budget Strategy.
- 4.3. **Movement in Grant:** The grant allocation for the year 2019/2020 was advised to the Council on 18 December 2018 as £564.744 million (Finance Circular 8/2018). Also included in the Finance Circular is the restated/updated grant allocation for 2018/2019, £559.688 million, which when added to the £2.053 million of Government Grant paid in 2017/2018 for 2018/2019, gives a total 2018/2019 grant of £561.741 million. Comparing the two years' allocations indicated an increase in grant of **£3.003 million**.
- 4.4. Comparing the two years allocations does not present a like-for-like comparison. Further information provided on the grant allocations has shown that some of the movement in grant is in relation to funds that have still to be distributed for 2019/2020. This is in relation to Discretionary Housing Payments (£2.897 million), 1+2 Languages (£0.190 million) and Sanitary Products in Schools (£0.124 million).
- 4.5. These total £3.211 million and need to be removed from the 2018/2019 Grant allocation to show the like for like movement in Grant. In addition, there was one-off funding received in 2018/2019 for Rapid Rehousing Transition Planning (£0.105 million), which requires to be adjusted as it will not be received in 2019/2020.
- 4.6. In addition, there are new monies with specific purposes which have been allocated in 2019/2020, mainly Social Care monies for Carers Act (£0.596 million), expansion of Early Learning and Childcare (£13.660 million), Health and Social Care Integration (£6.441 million), Sanitary Products in Public Buildings (£0.110 million) and Child Burials and Cremations (£0.005 million). These total £20.812 million and again, they need to be adjusted for in 2019/2020, to show the comparable movement in Grant across years.
- 4.7. As part of the Settlement, councils were informed that recurrent funding for Health and Social Care Integration Authorities should increase by the level provided in the settlement (for the Council, the budget contribution to the Integration Joint Board (IJB) requires to increase by £9.557 million). This is covered in detail at sections 5.9 to 5.11.
- 4.8. Table 1 shows how the Grant levels provided in the Settlement move across years (section 4.3). It also shows the adjustments required to show a like for like comparison as detailed in sections 4.4 to 4.6 above. When the increase in Grant of £3.003 million (section 4.3) is adjusted by these amounts, the result is a year on year / like for like **reduction in grant of £14.493 million**.

Table 1: Like for Like Movement in Grant – 2018/2019 to 2019/2020

	£m	£m	£m
2019/2020 Original Grant Allocation			564.744
2018/2019 Grant Allocation			561.741
Year on Year Increase in Grant (section 4.3)			3.003
Adjustment for Amounts not Yet Distributed in 2019/2020 (included in 2018/19) (section 4.4)			
Discretionary Housing Payments	2.897		
1+2 Languages	0.190		
Sanitary Products in Schools	0.124	3.211	
Adjustments for one-off funding in 2018/2019 (section 4.5)			
Rapid Rehousing Transition Planning	0.105	0.105	
Adjustment for New Monies with specific purposes in 2019/2020 (not in 2018/19) (section 4.6)			
Carers Act	(0.596)		
Early Learning and Childcare	(13.660)		
Health and Social Care Integration	(6.441)		
Sanitary Products in Public Buildings	(0.110)		
Child Burials and Cremations	(0.005)	(20.812)	(17.496)
Year on Year / Like for Like Reduction in Grant			(14.493)
Anticipated Reduction in Grant			8.700
Greater Reduction in Grant			(5.793)

- 4.9. The Budget Strategy (Executive Committee 27 June 2018 – Section 4) anticipated an £8.700 million reduction in grant (excluding funding for teachers pensions). **Therefore, there was a £5.793 million greater reduction in grant than had been assumed.**
- 4.10. **Additional Grant Not Yet Distributed (2019/2020):** Nationally there are monies not yet distributed to councils. This includes allocations for Free Personal Care, School Counselling Services and the Barclay Review. These monies will have spend commitments attached. When the money is received, it will be added to the Council's budget with no benefit to the Budget Strategy.
- 5. Other Costs**
- 5.1. Since the Council's Strategy was presented to the Executive Committee in November 2018, information has been received which means a requirement to update the expenditure and funding assumptions. These are detailed in sections 5.2 to 5.13 below.
- 5.2. **Pay Policy:** In light of ongoing pay negotiations for 2018/2019 indications are that additional costs may be incurred in addition to the figure included in the Strategy. Strategy pay award assumptions are therefore being revised. Additional costs are estimated at £1.305 million for 2018/2019 and £2.740 million for 2019/2020. The total impact is an increase in expenditure of £4.045 million in 2019/2020.

Additional Cost: £4.045 million

- 5.3. **Teachers Pensions:** The Council's Budget Strategy (Executive Committee – 21 November 2018) included assumptions for two anticipated changes in relation to Teachers' pensions: changes to the employer's contribution due to a change to the Discount Rate (£7.2 million), and also from changes to contributions due to the impact of the Revaluation of the Teachers' Pension Fund (£3.1 million). The assumptions for both elements was that these were additional costs to be incurred by the Council, but that they would be funded by the Scottish Government. This was noted as a potential risk to the Budget Strategy.
- 5.4. Confirmation has now been received that there will be no change to the Employer Contribution Rate as a result of the Revaluation, therefore the expenditure and grant assumptions included in the Strategy (£3.1 million) can now be removed. This means there is no impact on the Council's Budget Strategy.
- 5.5. The Budget Strategy had also assumed that funding would be provided in relation to the Discount Rate changes, as this is the approach taken by the Government previously. Discussions are still ongoing between COSLA and the Scottish Government, however, the approach proposed by COSLA in December was that councils should assume potential funding for only 2/3 of the costs anticipated. This would mean that the Council would have further costs of £7.2 million, but potential funding of only £4.8 million, a potential shortfall in funding of £2.4 million.
- 5.6. All funding for Teachers' pensions is currently excluded from the grant settlement from the Government. The Scottish Government expects that funding from the Treasury in relation to Teachers' pensions will be included in the Spring Budget announcement. The Council would anticipate that we will be notified of funding that will be passed to the Council at that time.
- 5.7. There remains a risk that any funding provided is different to the £4.8 million funding assumed (section 5.5.). If this is the case, the shortfall would require to be met from reserves in the short term, and the pressure built into future budget strategies.

Additional Cost: £2.400 million

- 5.8. **Budget Adjustments to Resources:** There are elements of the settlement where funding for specific areas has changed, and where the Council may require to adjust budget allocations to Resources to reflect these changes. The key movements represent a total increase of £0.908 million:
- Reduction in Pupil Equity Fund (PEF) allocation - (£0.242 million)
 - Reduction in Community Justice Grant - (£0.030 million)
 - Reduction in Animal Feedstuff (removed from settlement) - (£0.011 million)
 - Reduction in British Sign Language allocation - (£0.006 million)
 - Reduction in Temporary Accommodation allocation - (£0.058 million)
 - Increase in School Clothing Grant allocation - £0.024 million
 - Early Learning and Childcare allocation - £1.231 million

Additional Cost: £0.908 million

- 5.9. **Health and Social Care IJB Allocation:** As detailed in Section 4.7, as part of the Settlement the Government advised that councils should ensure that the 2019/2020 funding provided to IJBs is higher than the recurrent 2018/2019 IJB contributions. The amount the funding had to increase was detailed in the settlement (for SLC this figure was £9.557 million. After taking account of funds that will remain with the

Council to meet expenditure on the Carers Act for Children and Families and for Counselling in Schools, the balance expected to be passed to the IJB is £8.780 million). This figure reflects grant funding that the Council will receive.

- 5.10. Whilst some of this funding has still to be received by the Council (we have only been allocated £6.441 million to date), the overall IJB funding requirement can now be factored into the budget position. £4.369 million has already been included in the current budget strategy for an increase to the IJB contribution.
- 5.11. As the increase in the IJB contribution will now be £8.780 million, the settlement will result in the IJB receiving £4.411 million more funds from the Council than originally anticipated in the Budget Strategy. An adjustment requires to be made to the Council's Strategy to reflect the allocation that was already assumed in the budget.

Strategy Benefit: £4.369 million

- 5.12. **Scottish Legal Aid Board (SLAB) Project Funding (£0.110 million):** In 2013, the Council was awarded funding from the Scottish Legal Aid Board for the Making Advice Work Programme which was designed to help people facing problems associated with welfare reform and associated debt problems. The funding was initially for an 18 month period, however, the Council has received a number of funding extensions. The Council has now been notified that this funding will finally come to an end on 31 March 2019.
- 5.13. The funding has been used primarily to fund 4 posts. Currently, 3 of these posts are vacant and the remaining post can be accommodated into existing posts. There is no impact on the Strategy as both the expenditure budget for the posts and the equivalent funding will both be removed from the budget.

6. Overall Impact on the Revenue Budget Strategy:

- 6.1. Table 2 illustrates the impact on the Council's Revenue Budget Strategy as a result of the Grant Settlement (section 4) and the Other Costs (section 5). Table 2 details the movement in grant on a like for like basis (section 4.3 to 4.8), and compares this to the cut in grant assumed in the Budget Strategy (section 4.9).
- 6.2. Table 2 also highlights the resultant overall impact on the Revenue Budget Strategy for the Other Cost commitments for Pay, Budget Adjustments to Resources and to the IJB (section 5). This result is an £8.777 million shortfall to the Council's Revenue Budget Strategy.

Resultant Shortfall to the Council's Revenue Budget Strategy: £8.777 million

Table 2: Impact on the Council's Revenue Budget Strategy

		Movement £m
Increase in Grant in Settlement (section 4.3)	3.003	
Reduce to allow Like for Like Comparisons (section 4.8)	(17.496)	
Like for Like Movement (section 4.8)	(14.493)	
Movement Assumed in Strategy (section 4.9)	8.700	
= Additional Movement in Grant (section 4.9)		(5.793)
Less : Pay Award Commitments (section 5.2)	(4.045)	
Less : Additional Teachers' Pension Costs (section 5.3-5.7)	(2.400)	
Less : Budget Adjustments to Resources (section 5.8)	(0.908)	
Add: Health and Social Care IJB adjustment (sections 5.9-5.11)	4.369	
= Total Other Costs		(2.984)
= Shortfall in Revenue Budget Strategy (section 6.2)		(8.777)

6.3. At the Executive Committee in November 2018, a savings package of £13.181 million was reported, and it was advised that if Council Tax was increased by 3%, this would leave £3.969 million balance of funds available and give scope to make changes to the package of savings presented to this value.

6.4. Taking into account the changes in the Strategy in Table 2 above, the savings position would worsen by **£4.808 million** (being the £3.969 million previous surplus balance of funds (Section 6.3) less the £8.777 million shortfall in strategy as shown in Table 2). The current savings package of £13.181 million would require to increase by £4.808 million to £17.989 million.

7. Stage 1 Scottish Budget Bill

7.1. Stage 1 of the Scottish Budget Bill was presented to the Scottish Parliament for approval on 31 January 2019. The Stage 1 Bill laid out a number of proposals, as detailed below:

- An additional £90 million was added to the Local Government Core Budget (section 7.2);
- Changes to assumption around the funding of the increase in Teachers' pension Employer Contribution Rate (section 7.3);
- Review of legislation on treatment of loans fund advance payments (section 7.4-7.6);
- Flexibility for councils to increase Council Tax by up to 4.79% rather than 3% (section 7.7-7.8)
- Transient Visitors Tax (TVT) – The Government will take forward consultation on TVT in 2019 prior to introducing legislation on this, to permit councils to introduce a transient visitor levy, if it is appropriate for local circumstances. It is not considered that this is at a stage where we could reflect any impact of this in the budget.
- The budget announcement also gave permission for a level of efficiency savings that could be taken from councils contributions to Health and Social Care Integrated Joint Boards (IJB's). This would require further savings to be

identified from the IJB. Having reviewed the IJB requirement for funding in 2019/2020 and its capacity to deliver further savings, it is not proposed to make any further change to the financial strategy in respect of this.

- **Workplace Parking Levy (WPL)** – In the budget announcement, the Government agreed to support an amendment to the Transport (Scotland) Bill that would enable those councils, if they choose to, to introduce a workplace parking levy (with the exception of hospitals and NHS properties). A similar model operates in Nottingham where employers who provide more than 10 free parking spaces to their employees, incur a tax, payable to the council, which they can choose to pass on to their employees. It is not considered that this is at a stage where we could reflect any impact of this in the budget.

- 7.2. **Share of £90 million Local Government Core Budget:** The Stage 1 Bill included an extra £90 million of funding being added to the Local Government Core budget. The Council's share of this is £5.388 million.

Strategy Benefit: £5.388 million

- 7.3. **Increase in Teachers' Pension Employer Contribution Rate:** Councils have assumed a shortfall in the funding for the increase in the employer contribution rate of 33% (section 5.7). However, the Scottish Government now think that this shortfall is likely to be lower at 21%. This provides a benefit to the Strategy of £0.882 million. The actual funding that we will receive will not be known until the New Year.

Strategy Benefit: £0.882 million

- 7.4. **Loans Fund Advances Repayments:** As part of the Stage 1 Budget Bill, the Finance Minister agreed to review the legislation to allow councils to vary loans fund repayments for advances made before 1 April 2016.

- 7.5. To properly identify the potential benefit to the Council of this change in approach requires a detailed analysis of records against individual assets including roads. The majority of the Council's debt which can be reappraised in this way relates to schools and the exercise for schools has been completed. For the Council's debt in relation to schools, this could mean a reduction in loans fund repayments of £3.000 million per annum.

- 7.6. Further work will be carried out on the remainder of the Council's assets over the coming months and can be used to benefit future years' financial strategies. At this point in time, it is viewed as being prudent to restrict the benefit from this change to be recognised in the 2019/2020 budget to £3.000 million.

Strategy Benefit: £3.000 million

- 7.7. **Council Tax Increase:** The Finance Minister confirmed that he will allow councils the flexibility to increase Council Tax by 4.79% (3% in real terms). The Strategy currently assumes an increase in Council Tax of 3% but the Council could choose to increase Council Tax by up to 4.79%. This would generate an additional increase in Council Tax income of £2.263 million, over and above the £3.792 million (3%) currently included in the Strategy.

- 7.8. This additional income (from 3% to 4.79%) is not factored into the revised Budget Strategy. The proposed increase in Council Tax remains at 3%. This would set the Council Tax for Band D properties at £1,168.
- 7.9. The total benefit to the Strategy of the Stage 1 Bill is **£9.270 million**.

8. Funding Solutions

- 8.1. Since the last report on the Budget Strategy (Executive Committee, November 2018), the 2018/2019 Probable Outturn is now complete and an improved position is forecast. It is therefore proposed that a further £1.000 million be used to support the 2019/2020 Budget.

Strategy Benefit: £1.000 million

9. Summary of Revised Strategy Position

- 9.1. Table 3 shows the revised balance of funds after taking into account the changes in sections 6 to 8.

Table 3: Revised Strategy Position

	£m
Balance of Funds (section 6.3)	3.969
Shortfall to Budget Strategy (section 6.2)	(8.777)
Increase in Savings Requirement (section 6.4)	(4.808)
Stage 1 Bill (section 7.9)	9.270
Funding Solutions: 2018/19 Underspend (section 8.1)	1.000
Revised Balance of Funds	5.462

- 9.2. In comparison to the position presented in November, taking the package of savings totalling £13.181 million and taking account of the actual grant position, other costs, Stage 1 Bill and funding solutions, and if Council tax increased by 3%, this would leave a **£5.462 million balance of funds** and would give scope to make changes to the savings pack or enable additional investment in services to this value.

10. Temporary Funding Solutions

- 10.1. Of the proposals for 2019/2020 Savings and Corporate Solutions, a number are of a temporary nature. These will require to be re-instated in future years, from 2020/2021. Table 4 shows the temporary solutions and the budget re-instatements required in future years. This includes use of 2018/2019 underspends which was approved at the Executive Committee on 13 February 2019, as part of the Probable Outturn Transfers To Reserves (Revenue Budget Monitoring and Probable Outturn 2018/19).

Table 4: Temporary Solutions and Year of Re-instatement

	Year of Reinstatement	
	2020/ 2021	2021/ 2022
	£m	£m
<i>2018/2019 Savings</i>		
Staffing Secondment (2018/2019 saving - CER17)	0.025	-
<i>Corporate Solutions</i>		
Loan Charges / Early Repayment of Debt	-	6.100
Capital Receipts	4.000	-
Government Grant – Impact of Additional Properties Council Tax	0.800	-
Total Temporary Solutions (2018/2019 Budget)	4.825	6.100
<i>2019/2020 Savings</i>		
Early Years Realignment of Early Learning and Childcare Income (EDR04)	0.105	0.045
Personal Liquor License (FCR14)	0.032	-
Homelessness Service (HTR07)	0.060	-
<i>Corporate Solutions</i>		
Government Grant – Impact of Additional Properties Council Tax included in Budget	-	0.960
Government Grant – Impact of new Additional Properties Council Tax	-	0.422
Use of 2018/2019 Underspends	1.000	2.000
Total Temporary Solutions (2019/2020 Budget)	1.197	3.427
Total Temporary Solutions	6.022	9.527

- 10.2. The re-instatement of the temporary solutions identified above contributes to the pressure on the Council's financial strategy in the coming years. If there is opportunity to ease this pressure offered within the 2019/2020 financial settlement and budget, then this should be considered as an option.

11. Savings Proposals 2019/2020

- 11.1. Based on a savings package of £13.181 million, which includes savings in relation to South Lanarkshire Leisure and Culture, there is a balance of funding of £5.462 million.
- 11.2. **Proposed Changes to Savings Package:** As part of discussions that have taken place with Trade Unions and Elected Members, suggestions have been made which recommend the removal of some of the savings and the reduction of a number of savings from the savings package. In addition, as part of the consideration of the Housing Revenue and Capital Account Budget 2019/2020 (as presented to the Housing and Technical Resources Committee - 6 February 2019) the saving in

relation to Anti-Social Behaviour Team was removed. The corresponding saving in the Council's savings package also requires to be removed (HTR08, £0.035 million).

- 11.3. It is recommended that the previous savings package is reduced by **£1.836 million** and **50.08 FTE**. This is detailed in Table 5.

Table 5: Proposed Savings to be Removed / Reduced

Ref	Description	FTE	Value £
Savings Removed / Reduced			
CER12	Rationalisation of Grass Cutting Machinery	2.00	0.140
CER15	Planning and Economic Development Structure - Saving reduced (reduce by 1 FTE)	1.00	0.050
CER17	Flood Prevention	-	0.090
CER21	Trading Standards Inspections	2.00	0.090
CER23	Grounds Maintenance	2.50	0.075
EDR02	Realignment of Property Costs, Supplies and Services and Administration Costs Budgets – Saving reduced	-	0.186
EDR10	Secondary School Staffing	7.00	0.300
EDR11	Targeted Class Size Support – Primary 1	10.00	0.280
HTR08	Provision of Anti-Social Behaviour Service	3.00	0.035
SWR03	Administration Staffing Support	8.00	0.175
SWR09	Redesign of Day Opportunities and Older People Weekend Services	-	0.060
SLL01	Halls Staffing Structure	3.80	0.069
SLL02	Community Managed Halls	1.40	0.027
SLL03	Staffing Requirements (Hamilton Town House)	0.40	0.012
SLL09	Libraries - Opening Hours	1.43	0.031
SLL10	Library Staffing Structure	2.41	0.070
SLL12	Leisure Centres - Opening Hours	4.48	0.109
SLL14	Duncanrig and Uddingston Dual Use Facilities - Open in Term Time Only	0.66	0.020
SLL15	Activage membership - Saving reduced . Increase by 3% only to £57.95	-	0.017
Total Savings Removed / Reduced		50.08	1.836

- 11.4. The level of savings, taking into account the reduction of £1.836 million in Table 5 is **£11.345 million**. The savings proposals are attached in the Appendices to this report. Appendices 1a and 1b show the proposed savings (for Council and SLLC) and Appendices 2a and 2b details the same information for the savings that are proposed to be removed.

12. Proposals to Address Pressures in Children and Families Services

- 12.1. Throughout the year, in financial monitoring reports, Committees have been advised of financial pressures in relation to the Children and Families Service, with an overspend of £1.700 million currently being reported. This has been primarily due to increased demand for the services provided, partly due to changes in legislation around kinship care, and Continuing Care.
- 12.2. The Service continues to strive to improve service delivery whilst looking to manage costs as far as possible. It is however expected that if demand continues in this area and taking account of funding solutions, budget pressure in this area to the value of £1.500 million may arise in 2019/2020.

12.3. It is recommended that £1.500 million be allocated to the Children and Families budget to manage this pressure. Should the work detailed at section 12.2 result in less funding being required, then a budget reduction can take place during the year.

13. Free at 3

13.1. At a meeting on 19 December 2018, the Council agreed that the Scottish Government would be lobbied in relation to funding to allow children to access Early Learning and Childcare from their third birthday, rather than from the start of the following term. If this funding bid was not successful, officers were asked to find options to fund and facilitate this initiative, and to allow its consideration as part of the 2019/2020 budget process. This would be on the basis that it is implemented in time for the 2019/2020 school session.

13.2. Implementation from August 2019 would cost the Council £1.300 million, with the full year cost being £2.000 million. These costs are not included in the Council's current budget estimates presented in this report.

13.3. Funding options considered are therefore:

- Utilisation of the available balance of funds (section 9.2) to meet the costs required to fund the Free at 3 initiative.
- The proposal could be implemented in 2020/2021: This would align the delivery with the full implementation of 1140 hours. The funding requirement could therefore be added to the 2020/2021 Budget Strategy.

13.4. The current budget position reflects the option to continue to deliver early learning and childcare to children from the term following their third birthday. There are no additional costs associated with this option reflected in this Budget Strategy.

14. Free School Meals

14.1. In line with the Scottish Government's policy, the Council currently provides Free School Meals for all children in Primaries 1 to 3. It is proposed that the current provision of Free School Meals be expanded to include Primaries 4 and 5. This would mean free school meals would be available to an additional 6,000 children, and assuming a 75% uptake, would be at a cost to the Council of £1.766 million.

14.2. It is recommended that £1.766 million be allocated to the budget to fund the expansion of this policy.

15. Footwear and Clothing Grant

15.1. Clothing Grants are currently awarded at £100 per year. To mitigate the impact of poverty on children and young people, it is proposed that the annual award be increased by £30 to £130 per annum.

15.2. Based on the expected number of grants to be issued in the current year, this would be an additional annual cost to the Council of £0.360 million. This would benefit an estimated 12,100 children.

15.3. It is recommended that £0.360 million be allocated to the budget to fund the expansion of this policy.

16. Summary of Revenue Budget Proposals

- 16.1. The remaining available balance of funds is **£5.462 million** (section 9.2). The recommendations in respect of these funds are detailed below and approval is being sought on these recommendations:
- Reduce the level of savings by £1.836 million (see section 11.3),
 - Implement the remaining savings package of £11.345 million (as noted in section 11.4),
 - Allocate £1.500 million to fund the Children and Families pressures (section 12.3),
 - Allocate £1.766 million to extend the current Free School Meals Policy to include those primary school pupils in Primary 4 and 5 (section 14.2),
 - Allocate £0.360 million to increase the value of school clothing grants by £30 to £130 (section 15.3), and
 - That Free at 3 be implemented in 2020/2021, and that provision be made in the 2020/2021 Revenue Budget Strategy.
- 16.2. The above revisions and savings requirement assume no further changes in the level of Government Grant anticipated. The Finance Order is not anticipated to be debated in the Scottish Parliament until 7 March 2019. Any further changes to grant will be notified to Committee.

17. 2019/20 Capital Grant Settlement

- 17.1. As part of Finance Circular 8/2018, the allocation of General Capital Grant for 2019/2020 was confirmed as £27.137 million. The approved Capital Budget for 2019/2020 was based on an estimate of General Capital Grant of £24.000 million, therefore there is an additional £3.137 million of General Capital Grant for use in 2019/2020.
- 17.2. In addition to the core 2019/2020 allocation, monies are also confirmed for the postponed 2016/2017 General Capital Grant. This relates to capital grant that was awarded in 2016/2017, but the Government held back the actual cash until this point. The Council share is £5.805 million.
- 17.3. As such, the amount of £5.805 million is in addition to the 2019/2020 Capital Programme. Therefore, in total there is an additional £8.942 million of General Capital Grant for use in 2019/2020.
- 17.4. In addition, £8.2 million of specific grant for Early Years (£6.9 million), vacant and derelict land (£0.9 million) and Cycling, Walking and Safer Streets (£0.4 million) has also been allocated to the Council.
- 17.5. A report updating the 2019/2020 Capital Programme will be brought to a future Committee. The Council's Capital Strategy approved by the Executive Committee in November indicated that should the Council agree to the level of expenditure in the Strategy report, then the Council could borrow to bridge the gap. The Strategy stated that this borrowing position would be reduced by any external funding or Scottish Government grant in excess of that assumed in the Capital Strategy.
- 17.6. The additional capital grant detailed in section 17.3 can therefore be used to contribute towards the projects identified in the capital strategy. Specifically, a paper

presented to the Executive Committee (13 February 2019) on Early Learning and Childcare: 1140 hours Accommodation Requirements confirmed spend requirements to deliver 1140, and recommended the use of the additional capital grant as a contribution towards those projects. Therefore, it is recommended that £8.942 million is used to contribute towards Early Learning and Childcare requirements.

18. Consultation Arrangements

- 18.1. As previously advised, the public consultation took place during December 2018. Face to face consultation involving representatives from the Citizen's Panel and specific interest groups took place. As has been the case in previous years, the public were also asked for their views on the budget proposals through a dedicated e-mail address, or by writing into the Council.
- 18.2. An online and community phase of consultation has taken place and a separate report has been issued to all Members summarising the outcome of the consultation exercises, in advance of this meeting.

19. Position Beyond 2019/2020

- 19.1. This paper and the attached savings proposals focus on financial year 2019/2020, and reflect the Strategy approved by this Committee on 21 November 2018, updated for information received as part of the Grant Settlement received mid-December 2018 and from the outcome of the Government's Stage 1 Budget discussions.
- 19.2. The position beyond 2019/2020 remains uncertain as there has been no further information on grant settlements beyond the one year settlement for 2019/2020.
- 19.3. The Council has an approved long term budget strategy and this will continue to be updated to take account if any new information affecting the Council's finances.

20. Employee Implications

- 20.1. Each saving proposed in Appendices 1a and 1b shows the number of full time equivalent posts that will be affected. The savings options here would require a net reduction in posts in relation to the Council of 103.9 FTE posts in 2019/2020 and 5.86 FTE in relation to South Lanarkshire Leisure and Culture, totalling 109.76 FTE.
- 20.2. A substantial number of these can be managed through anticipated turnover, vacant posts and the removal of temporary posts.
- 20.3. Of the Council's 103.9 FTE posts, 58.4 FTE posts are currently vacant or are temporary posts and of South Lanarkshire Leisure and Culture's 5.86 FTE posts, 2.52 FTE are currently vacant or are temporary posts. The balance of 45.5 FTE posts in the Council and 3.34 FTE posts in South Lanarkshire Leisure will be achieved through a combination of redeployment and voluntary severance/early retirement.

21. Financial Implications

- 21.1. The financial implications are as detailed in the report.

22. Other Implications

- 22.1. The savings target is based on the Financial Strategy for the Council which has been updated as a result of the issue of the Local Government Finance Settlement in December 2018, and the changes proposed in sections 4 to 20 above. The

Financial Strategy is a way of managing a number of key risks which directly impact on the funding available to deliver the Council's Objectives.

- 22.2. The Local Government Finance Circular refers to the Grant allocations as being provisional at this stage until the full checking process is completed and the final Finance Circular is published. This takes place following the agreement of the Finance Order through Parliament, which is expected to take place on 7 March 2019 and any update will be advised to Committee.
- 22.3. Requirement to Set a Budget:
Under statute and internal governance rules, Council Members have duties around setting budgets. Failure to set a balanced budget would have serious implications, not just for the Council but also potentially for individual members who could incur personal responsibility for failure to comply with their statutory duty.
- 22.4. Any failure to set a balanced budget would almost certainly provoke intervention by Scottish Ministers and the Accounts Commission who have legislative powers to carry out investigations and make recommendations which could result in Scottish Ministers issuing binding directions to the Council. Under the Local Government (Scotland) Act 1973, special reporting processes exist (Section 102) which, if the Controller of Audit is not satisfied with the Council's steps to remedy such an issue, then he/she can make special report to the Accounts Commission on the matter. The Commission can then recommend that Scottish Ministers direct the Council to rectify the issue. Individual members who unreasonably contribute to the failure or delay in setting a budget could be ultimately censured, suspended or disqualified from standing for election for a prescribed period of time by the Standards Commission.
- 22.5. If a new budget is not set, then the Council could not enter into any new unfunded commitments including contracts, and spend would be restricted to meeting existing liabilities. As the Council's current position is that there is a budget shortfall that requires to be met through savings, without Council agreement on a 2019/2020 budget, a gap in our budget would remain.
- 22.6. In relation to individual savings, work has been carried out within Resources to ensure their deliverability. Through this exercise, any risks which may impact on service delivery have been considered.
- 22.7. **Council Tax Increase:** The Council can increase Council Tax by 4.79%, and this budget paper is written on the basis of a Council Tax increase of 3%. Council Tax collected by councils is taken into account within the mechanism for allocating General Revenue Grant from the Government, and the impact of increased Council Tax charged across Scotland will affect the grant that councils receive in future years.
- 22.8. The impact the Council will face will be the average of what Scottish councils increase their Council Tax by (not just the increase that this Council applies). This is just one part of a complex mechanism for allocating government grant, and it sits alongside the increasing Council Tax collected by the Council as additional properties are built. Any impact on the Council's allocation of General Revenue Grant from the Government would be experienced in 2021/2022.

- 22.9. **Health and Social Care Integration Joint Board:** Some of the Social Work Resources' savings proposals relate to services delegated to the Integration Joint Board.
- 22.10. The Council delegated the funding to the Integration Joint Board on 1 April 2016. As part of the ongoing partnership working arrangements to manage pay, inflationary and demographic cost pressures and to meet agreed Social Work service priorities, a financial plan comprising of additional funding and proposed savings is agreed annually with the Integration Joint Board.
- 22.11. As part of these arrangements, the proposed savings which relate to the Council's Social Work Resources are included as part of the Council's overall savings package for approval. In approving these savings, there will be a reduction in the allocation of funds to the Integration Joint Board. The proposed savings are in relation to efficiencies and the re-provisioning of services to reflect reducing demand.
- 22.12. **Voting on Council Tax Levels:** Members are reminded that restrictions on voting in setting the level of Council Tax still apply. These rules were introduced in 1992 and it is an offence to breach them. In summary, Members who are present at the meeting and who are at least two months in arrears with payment of Council Tax must disclose this fact as soon as practicable after the start of the meeting and refrain from voting on any proposal for setting the level of tax.
- 23. Equality Impact Assessments and Consultation Arrangements**
- 23.1. Where savings proposals have identified potential negative impact on service users, appropriate consultation and engagement will take place with those who may be affected.
- 23.2. In terms of consultation, the Trade Unions have been consulted. In addition (as detailed at section 18) targeted Public Consultation on the budget has been carried out. Members have received a report covering the consultation.
- 23.3. Equality Impact Assessments have been undertaken for all relevant savings proposals and have been provided to Members. For details of work undertaken, please contact the Employee Development and Diversity Manager, Finance and Corporate Resources.
- 23.4. The Fairer Scotland Duty (Part 1 of Equality Act 2010) came into force in Scotland in April 2018. It places a legal responsibility on the Council to actively consider how it can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions. It does not override other considerations such as equality or best value.
- 23.5. The Duty is set at a strategic level and is applicable to the key, high-level decisions that the public sector takes. Preparation of the annual budget is considered to be relevant for a Fairer Scotland Duty impact assessment. An assessment in line with the requirements of the Fairer Scotland Duty is available to Members.

Paul Manning
Executive Director (Finance and Corporate Resources)

19 February 2019

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ None

List of Background Papers

- ◆ Executive Committee, 13 February 2019 – Overall Position of Budget and Savings Proposals 2019/2020
- ◆ Stage 1 Scottish Budget Bill – 31 January 2019
- ◆ Local Government Finance Circular 8/2018
- ◆ Executive Committee, 21 November 2018 – Revenue Budget Strategy - 2019/2020
- ◆ Members Awareness Session, 5 November 2018 – Revenue Budget Strategy 2019/2020 and Savings Proposals

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Jackie Taylor, Head of Finance

Ext: 5637 (Tel: 01698 455637) E-mail: jackie.taylor@southlanarkshire.gov.uk

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Cross Resource Savings Proposals 2019/2020

Cross Resource Efficiency and Outturn Savings

COR01	All	Efficiency and Outturn	<p>Overtime Criteria – Council Wide</p> <p>This saving is a further conversion of premium rate working to employment opportunities, building on the work carried out in partnership with the Trade Unions over 2016/2017, 2017/2018 and 2018/2019.</p> <p>By continuing to consider the overtime criteria, the amount of additional hours required to be worked will reduce, and the requirement for regular overtime will be translated into more established hours at Plain Time, reducing the cost to the Council.</p> <p>As part of this saving there will be engagement with the Trade Unions.</p>	-	0.300
-------	-----	------------------------	--	---	-------

Total Cross Resource Efficiency and Outturn Savings 2019/2020

- 0.300

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Cross Resource Charging Savings

COR02	All	Charging	<p>Charging Increases A review of current charges across the Council (excluding South Lanarkshire Leisure and Culture Ltd) has enabled a Charging Policy to be created which will be implemented across the Council.</p> <p>The Charging Policy was agreed at the Executive Committee on 21 November 2018. Through the implementation of this Policy, a saving of £0.332m can be realised in 2019/2020 as a result of a 3% standard inflationary increase to charges.</p>	-	0.332
-------	-----	----------	--	---	-------

Total Cross Resource Charging Savings 2019/2020

Total Cross Resource Charging Savings 2019/2020				-	0.332
Total Cross Resource Savings Proposals 2019/2020				-	0.632

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Cross Resource Savings Summary Across Categories				FTE	£m
Approved				-	0.000
Efficiency and Outturn				-	0.300
Charging				-	0.332
Service Impact				-	0.000
Cross Resource Savings Proposals 2019/2020				-	0.632

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Community and Enterprise Resources' Savings Proposals 2019/2020

Community and Enterprise Resources' Efficiency and Outturn Savings

CER01	Support	Efficiency and Outturn	<p>Business Support From the consideration of back office services and processes, a saving of £0.160m can be achieved within Community and Enterprise Resources' support staff.</p> <p>The saving will be achieved across the Resource through the creation of a single reporting responsibility for Business Support, which will enable the sharing of good practice and the delivery of economies of scale. Through the use of IT systems, efficiencies will be realised through enabling self-service and removing the duplication of tasks.</p> <p>The service will achieve the reduction in establishment through the non-filling of vacancies. Tasks have already been redistributed and are being managed within the section.</p> <p>The saving will result in the removal of 6 FTE Grade 1 and Grade 2 vacant posts from the current establishment of 80 FTE.</p>	6.0	0.160
CER02	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Grounds Staffing Structure A reduction in hours within Countryside and Greenspace has allowed the current establishment to be reduced by 0.4 FTE from 23 FTE to 22.6 FTE.</p> <p>Duties have been re-prioritised and reallocated across the remaining resources within the Service.</p> <p>There is no impact on existing employees as the reduction will be met from vacant hours within the current establishment.</p>	0.4	0.020

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER03	Roads and Transportation	Efficiency and Outturn	<p>Roads Through ongoing consideration of current procurement processes, and consideration of fleet utilisation, savings of £0.720m can be achieved in 2019/2020. Savings have been identified within the following areas:</p> <p><u>Reduction in External Operators for JCB Excavators (£0.045m)</u> A net saving of £0.045m is achievable in 2019/2020 by moving from hired operators to internal operators for JCB excavators. Appropriate training will be provided for internal staff.</p> <p><u>Procurement Savings within Contracts (£0.325m)</u> The total coated roadstone procurement within the Council is currently approximately £7m with £6.5m of this associated with planned resurfacing works. Through continuing to gain efficiencies as part of mini tendering procurement exercises, efficiencies of £0.325m (5%) are achievable in 2019/2020.</p> <p><u>Renegotiation of Current Contracts (£0.115m)</u> A recently awarded Planer contract has rates which are typically 25% cheaper than the equivalent rates in the previous term contract which expired in November 2017. On the basis of annual planing costs of £0.460m, savings of £0.115m are achievable in 2019/2020.</p> <p><u>Carriageway Resurfacing Methods (£0.110m)</u> The use of the proprietary Repave in-situ recycling process on suitable sites will generate efficiency savings in 2019/2020. This type of treatment is only suitable for specific locations, typically larger sites (due to the size of the specialist plant) and sites of asphalt road construction. Approximately 10% of sites are suitable for Repave with savings of 10% on unit costs achievable. This equates to a saving of £0.110m for 2019/2020 based on the current £11m funding for carriageway resurfacing.</p> <p><u>Fleet Asset Management (£0.050m)</u> Leases on the Council's three previous gully vehicles has ended, with three casual hire vehicles currently in use. In addition to in-house and casual hire vehicles, the Council also regularly hire vector tankers which have increased capacity and jetting power. By moving to a new fleet of two 'routine' gully cleaning vehicles and one more powerful 'troubleshooting' vehicle, efficiencies of £0.050m on private hire costs are achievable in 2019/2020.</p>	-	0.720

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
			<u>Road Resurfacing (£0.075m)</u> There is an opportunity to secure specialist paving plant via lease instead of through contract hire. Savings of £0.075m can be generated through the conversion of 3 pavers from contract hire to lease.		
CER04	Roads and Transportation	Efficiency and Outturn	<p>Street Lighting Investment Programme The capital programme for the installation of LEDs and the replacement of columns is part funded by borrowing. The resultant loan charges are paid using the Roads Revenue budget.</p> <p>As advised to the Executive Committee during 2016/2017 and 2017/2018, savings have been achieved in the street lighting capital programme. This is the result of cheaper procurement costs realised within the capital programme, which has led to less borrowing being required to fund this. Consequently, lower loan charges will be incurred moving forward.</p> <p>Taking this into account, as well as the overall estimates for loan charges, a reduction in the revenue budget for loan charges of £0.974m is achievable in 2019/2020.</p>	-	0.974
CER05	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Catering Consumables Replacement Programme Trays for lunches used within primary schools are currently replaced every 3 years. This proposal would extend the replacement period to every 4 years.</p> <p>This proposal would also align with the Council's commitment to reduce reliance on plastic and to maximise the usage of the current product.</p>	-	0.050

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER06	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Revised Facilities Management Structure</p> <p>At present, Facilities Services are structured under 4 Facility Advisers. Through changes to the management structure and merging of duties, this can be reduced to 3 Facility Advisers going forward. The proposed changes to the structure would result in the removal of 1 FTE Grade 4 Level 5 post (from 4 FTE to 3 FTE).</p> <p>In addition, 1 FTE Grade 2 Level 3 post (from 11 FTE to 10 FTE) can be removed from the current establishment as tasks are realigned under the new structure.</p> <p>All areas of service will continue to be covered under the new structure, including menu development and compliance and management of the Police and Void Cleaning operations.</p>	2.0	0.090
CER07	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Realignment of Employee Budgets</p> <p>A saving of £0.105m has been achieved for school crossing patrollers and cleaning staff, reflecting the recruitment of staff in line with current service delivery requirements.</p> <p>All new patrollers are being recruited to provide a morning and afternoon crossing service. This has resulted in a reduction of 5 hours per week for each newly appointed employee. Currently, 40 of the 124 sites are operating at 10 hours per week as opposed to 15 hours per week.</p> <p>In addition, from 2017 all cleaners in schools are being recruited on 39 weeks per year term time contracts, in line with catering staff, as opposed to 40 week contracts. Currently, 150 of the 696 cleaning staff have been appointed on 39 week contracts.</p>	-	0.105
CER08	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Realignment of Non-Employee Cost Budgets</p> <p>Through consideration of prior year expenditure levels within Supplies and Services, Property Costs and Payments to Contractors across Facilities, Waste and Grounds Services, a saving of £0.210m can be realised. Efficiencies have been realised when purchasing catering and cleaning consumables. In addition, efficiencies realised through the procurement of materials within Grounds Services and realigning property budgets to reflect actual spend will allow a saving to be realised.</p>	-	0.210

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER09	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Janitorial Cover Through recruiting all new pool cover janitors on 5 day over 7 day contracts, the Service will be able to reduce the current janitorial pool cover from 10 FTE to 8.5 FTE, generating a saving of £0.050m per annum.</p> <p>Pool cover janitors are not allocated to schools but provide absence, holiday and access out of core hours requests for cover.</p> <p>The saving will be achieved through turnover and will not impact on the contracts of current employees.</p>	1.5	0.050
CER10	Fleet and Environmental	Efficiency and Outturn	<p>Reduction in Outside Repairs Expenditure Following the recruitment exercise to fill vacant Mechanic posts within Fleet Services, this will enable more routine maintenance works and the completion of MOTs to be carried out in-house instead of having to rely on external contractors. As a result, a saving of £0.197m will be realised in 2019/2020.</p> <p>The current budget allocation across this area of expenditure is £0.499m. This will reduce to £0.302m following implementation of this saving.</p>	-	0.197
CER11	South Lanarkshire Leisure and Culture	-	<p>South Lanarkshire Leisure and Culture Detailed proposals totalling £1.053m are provided in Appendix 1b.</p>	5.86	1.053
CER13	Fleet and Environmental	Efficiency and Outturn	<p>Reduction in Non-Employee Cost Expenditure The proposal involves a reduction in expenditure on supplies and services and administration costs within Fleet and Environmental Services. This includes expenditure on materials, printing and stationery, protective clothing, property costs and cleaning materials.</p> <p>The current budget allocation across these areas of expenditure is £0.329m. This will reduce by £0.030m to £0.299m following implementation of this saving.</p> <p>The reduction will have no impact on current service delivery.</p>	-	0.030

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER14	Fleet and Environmental	Efficiency and Outturn	<p>Fleet Services Workshop The Fleet Services workshop tests some 2,000 taxi and private hire cars a year across all four geographical areas within South Lanarkshire.</p> <p>Taxi and private hire car inspections (with or without meters) are carried out annually. Fleet Services also carry out MOTs on private hire cars where requested.</p> <p>Realignment of the current income budget by £0.015m is proposed, in order to reflect current income generation in these areas.</p>	-	0.015
CER15	Planning and Economic Development	Efficiency and Outturn	<p>Planning and Economic Development Structure – SAVING REDUCED Following the implementation of a revised structure across Planning and Economic Development Services, a saving of £0.100m can be realised in 2019/2020. The saving will be generated from the removal of 2 FTE Grade 3 posts through a vacancy and the turnover of staff.</p> <p>This saving will be achieved through prioritising works within Building Standards and Economic Development whilst ensuring that the priorities of the service are maintained.</p> <p>The saving would result in a reduction of 2 FTE, which would reduce the Planning and Economic Development Service from 92 FTE to 90 FTE.</p>	2.0	0.100
CER16	Roads and Transportation	Efficiency and Outturn	<p>Roads Waste Disposal Costs Through the introduction of enhanced waste segregation arrangements it is considered that waste disposal costs incurred by Roads and Transportation can be reduced by £0.016m.</p> <p>Currently, waste loads that can be recycled by the waste disposal site are charged at £3 per tonne, whereas recyclable waste which has been contaminated is charged at £22 per tonne. Through improving the segregation of waste, more recyclable waste loads will be transferred for disposal, which will reduce the amount paid in disposal costs per tonne.</p>	-	0.016

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
CER18	Roads and Transportation	Efficiency and Outturn	<p>Transportation Engineering Works</p> <p>The Transportation Engineering Section are responsible for undertaking a variety of maintenance works each year, including traffic signal maintenance, landslips and road safety enhancements.</p> <p>Through consideration of the programming of these works in line with the resources available, a saving of £0.110m can be achieved in 2019/2020. The reduction will still allow for all required works to be undertaken, with any works identified as a matter of urgency due to safety concerns being treated as a priority.</p> <p>The overall net budget for Transportation Engineering Works (excluding staffing) in 2018/2019 is £2.538m. This saving equates to a 4.3% reduction in the net budget.</p>	-	0.110
CER19	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Realignment of Income Budget</p> <p>Following the receipt of additional funding from the Scottish Government to assist with burial costs within South Lanarkshire, it is proposed that the current income budget within Bereavement Services is realigned. This will result in a saving of £0.020m in 2019/2020.</p>	-	0.020
Total Community and Enterprise Resources' Efficiency and Outturn Savings 2019/2020				17.76	3.920

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Community and Enterprise Resources' Service Impact Savings

CER20	Facilities, Waste and Grounds	Service Impact	<p>Pitch Maintenance Regime</p> <p>This proposal would see the maintenance regime of 8 pitches with limited formal usage be changed to reflect that of general open space. This would allow the areas to continue to be used for informal recreational purposes but would no longer be available to book for formal matches and would be removed from the South Lanarkshire Leisure and Culture Ltd booking schedule. Alternative pitches will be available for booking.</p> <p>The pitches affected, nearby alternative provision, and the number of lets during 2017/2018 are detailed below:</p> <table><tr><th>Location</th><th>Alternative</th><th>Bookings 2017/18</th><th>Pitches</th></tr><tr><td>Wooddean, Bothwell</td><td>Hamilton Palace Sports Ground</td><td>0</td><td>1</td></tr><tr><td>Glassford</td><td>Strathaven</td><td>0</td><td>1</td></tr><tr><td>Burnhill, Rutherglen</td><td>Peter Brownlee Cambuslang Park Welfare Park</td><td>0</td><td>2</td></tr><tr><td>Halfway Park, Cambuslang</td><td>Peter Brownlee Cambuslang Park Welfare Park</td><td>0</td><td>1</td></tr><tr><td>Kildare Park, Lanark</td><td>Lanark</td><td>4</td><td>1</td></tr><tr><td>Stonedyke, Carluke</td><td>Moorpark</td><td>0</td><td>1</td></tr><tr><td>Birkenshaw, Larkhall</td><td>Tileworks</td><td>0</td><td>1</td></tr><tr><td>Harleeshill, Larkhall</td><td>Tileworks</td><td>0</td><td>1</td></tr></table>	Location	Alternative	Bookings 2017/18	Pitches	Wooddean, Bothwell	Hamilton Palace Sports Ground	0	1	Glassford	Strathaven	0	1	Burnhill, Rutherglen	Peter Brownlee Cambuslang Park Welfare Park	0	2	Halfway Park, Cambuslang	Peter Brownlee Cambuslang Park Welfare Park	0	1	Kildare Park, Lanark	Lanark	4	1	Stonedyke, Carluke	Moorpark	0	1	Birkenshaw, Larkhall	Tileworks	0	1	Harleeshill, Larkhall	Tileworks	0	1	1.0	0.025
Location	Alternative	Bookings 2017/18	Pitches																																						
Wooddean, Bothwell	Hamilton Palace Sports Ground	0	1																																						
Glassford	Strathaven	0	1																																						
Burnhill, Rutherglen	Peter Brownlee Cambuslang Park Welfare Park	0	2																																						
Halfway Park, Cambuslang	Peter Brownlee Cambuslang Park Welfare Park	0	1																																						
Kildare Park, Lanark	Lanark	4	1																																						
Stonedyke, Carluke	Moorpark	0	1																																						
Birkenshaw, Larkhall	Tileworks	0	1																																						
Harleeshill, Larkhall	Tileworks	0	1																																						

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
			The saving will result in a reduction of 2 Seasonal employees (1 FTE) from the overall current establishment of 115 Seasonal employees. As different individuals are appointed into Seasonal posts each year, this will not impact on specific employees, but instead the level of Seasonal employees recruited in 2019/2020 will reduce.		
CER22	Facilities, Waste and Grounds	Service Impact	<p>Council Officer Provision within Principal Offices including Access to Council Headquarters</p> <p>Through consideration of the current Council Officer establishment, and from completing an assessment of the tasks required to be carried out by Council Officers across Council Headquarters and Montrose House, a saving of £0.160m and 4.9 FTE can be realised in 2019/2020.</p> <p>The proposal has considered the tasks currently performed by Council Officers at each location, and aligned current working patterns to identify efficiencies, whilst ensuring that all tasks will continue to be carried out. This includes ensuring increased staffing levels to manage peaks in demand, for example planned deliveries, where more than one Council Officer would be required to facilitate this task.</p> <p>In addition, Council Headquarters is currently accessible 24 hours a day. This proposal would see the opening hours of the building be changed to 6.00am to 10.00pm 7 days per week, resulting in a saving of £0.050m. The revised opening requirements of the building will result in a reduced requirement of 2 FTE Council Officer staff. In other buildings, where there is a requirement for access to the building outwith opening hours, a booking system and procedure is in place. This would be implemented at Council Headquarters when there is a requirement for access to the building outwith the revised opening hours.</p> <p>There are currently 14 FTE employed across Council Headquarters and Montrose House. The impact of the change will be managed through the use of existing vacancies, revised contracted hours for new employees across the Concierge service and discussions with existing staff on changes to working hours, with any displaced staff being redeployed into alternative positions within the service.</p>	6.9	0.210
Total Community and Enterprise Resources' Service Impact Savings 2019/2020				7.9	0.235

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Total Community and Enterprise Resources' Savings Proposals 2019/2020				25.66	4.155

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Community and Enterprise Resources' Savings Summary Across Categories				FTE	£m
Approved				-	0.000
Efficiency and Outturn				14.20	3.430
Charging				-	0.382
Service Impact				11.46	0.343
Community and Enterprise Resources' Savings Proposals 2019/2020				25.66	4.155

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Education Resources' Savings Proposals 2019/2020

Education Resources' Approved Savings

EDR01	Curriculum and Quality Improvement Service	Approved	<p>Curriculum and Quality Improvement Service Staffing</p> <p>A new structure has been implemented within Curriculum and Quality Improvement Services (CQIS), which has led to a reduction in the number of Development Officer posts required. This was achieved through identifying tasks which can be transferred to Lead Officer remits, those which were no longer essential, including the delivery of training and membership of Local Authority groups, and tasks which could be devolved directly to schools or Learning Communities, including the development of curriculum materials and resources.</p> <p>The proposed changes will have minimal impact on schools as all tasks deemed essential have been redistributed and will still be undertaken. The FTE has reduced from 22 FTE to 14 FTE as follows:</p> <table><tr><th>Original (22 FTE)</th><th>Revised (14 FTE)</th></tr><tr><td>Section Manager (1)</td><td>Section Manager (1)</td></tr><tr><td>-</td><td>Quality Improvement Manager (1)</td></tr><tr><td>Quality Improvement Officer (8)</td><td>Quality Improvement Officer (8)</td></tr><tr><td>Development Officer (12)</td><td>Development Officer (2)</td></tr><tr><td>Health and Safety (1)</td><td>Health and Safety (1)</td></tr><tr><td>-</td><td>Administration Officer (1)</td></tr></table> <p>There is no impact on FTE numbers as all staff have reverted back to their substantive posts in schools.</p> <p>This is the third year of the savings proposal. Savings of £0.140m were realised in years 2017/2018 and 2018/2019.</p>	Original (22 FTE)	Revised (14 FTE)	Section Manager (1)	Section Manager (1)	-	Quality Improvement Manager (1)	Quality Improvement Officer (8)	Quality Improvement Officer (8)	Development Officer (12)	Development Officer (2)	Health and Safety (1)	Health and Safety (1)	-	Administration Officer (1)	-	0.140
Original (22 FTE)	Revised (14 FTE)																		
Section Manager (1)	Section Manager (1)																		
-	Quality Improvement Manager (1)																		
Quality Improvement Officer (8)	Quality Improvement Officer (8)																		
Development Officer (12)	Development Officer (2)																		
Health and Safety (1)	Health and Safety (1)																		
-	Administration Officer (1)																		

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
Total Education Resources' Approved Savings 2019/2020				-	0.140

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Education Resources' Efficiency and Outturn Savings

EDR02	All	Efficiency and Outturn	<p>Realignment of Property Costs, Supplies and Services and Administration Costs Budgets – SAVING REDUCED</p> <p>Through targeting areas of non-essential spend across the Resource and removing budgets no longer required, a saving can be made across a number of budget lines.</p> <p>Savings can be realised in Early Years establishments and schools through the development and implementation of new procurement and delivery processes, which will generate savings through economies of scale and the identification of further efficiencies across the Resource.</p> <p>Additionally, there will be a reduction to postages and catering budgets as a result of efficiencies in service delivery.</p> <p>Finally, there will be the removal of property costs budgets no longer required.</p>	-	0.151
EDR03	Inclusive Education	Efficiency and Outturn	<p>External Placements</p> <p>This is a continuation from the 2018/2019 approved saving relating to a reduction in expenditure following on from less children and young people being placed in external provision for their education, in line with the policy to educate and care for as many of our children within South Lanarkshire as is possible while still being needs led.</p> <p>An analysis of the suitability of the current placements has been undertaken which has allowed the Service to place as many children as possible within the South Lanarkshire area, for example the Kear Campus or ASN schools. This is in line with the mainstreaming strategy and the trend experienced across recent years.</p> <p>A saving of £0.300m was approved for financial year 2018/2019. A further saving of £0.050m has been identified for 2019/2020.</p>	-	0.050

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR04	Early Years	Efficiency and Outturn	<p>Early Years Realignment of Early Learning and Childcare Income</p> <p>Early Years has offered increased flexibility to parents and families through the provision of extended Early Learning and Childcare (ELC) provision across our nursery classes and stand-alone establishments over the last few years as part of our strategy of ELC expansion. This provides families with the ability to align with the needs of the child in the context of their families and in support of employment.</p> <p>Chargeable places are available beyond the statutory provision in certain nursery classes and stand-alone establishments and parents and families have been able to access these places over the years, and rely on these places, to support their childcare requirements.</p> <p>It is proposed to increase the budget in line with income levels and trends over the last few years. This proposed saving of £0.150m will have no impact on service delivery.</p> <p>As a result of the full implementation of 1140 hours within Early Learning and Childcare in 2020, the number of chargeable places available will reduce. This is therefore a temporary saving and the budget will require to be reinstated.</p>	-	0.150

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR05	Support	Efficiency and Outturn	<p>Implementation of EDRMS and Review of Business Support</p> <p>The proposal would see the introduction of EDRMS (Electronic Data and Records Management Systems) across Support Services within Education Resources.</p> <p>Through the implementation of EDRMS, a saving of £0.040m and 2 FTE Grade 1 posts can be generated through more efficient document processing and storage, and streamlining of business support activities.</p> <p>The Council currently utilises EDRMS across a number of other Resources, and the benefits realised to date include efficiencies generated through paperless, mobile and flexible working, reductions in administration costs (including printing and stationery costs), and the encouragement for standard processes to be adopted. Through the use of IT systems, efficiencies will be realised through enabling self-service and removing duplication of tasks.</p> <p>In addition, following consideration of the management structure within the Central Administration Team, a saving of £0.060m can be realised from the removal of 2 FTE Grade 2 posts, whilst still enabling the provision of adequate support to all Services.</p>	4.0	0.100
EDR06	Inclusive Education	Efficiency and Outturn	<p>Learning Community Service Realignment</p> <p>The proposal is to remove 4 FTE vacant posts within the Extended Learning Community service which have been vacant for some time. The service has recently been realigned within the Inclusion Service and the new structure will introduce a more efficient and cohesive service for children and young people with targeted specialist support linking to inclusion.</p> <p>A range of planning and practice guidance has been developed to build capacity across the workforce to effectively meet the needs of children with additional support needs, including the Framework for Inclusion and Equality, Dyslexia Guidance, Autism Spectrum Disorder (ASD) consultation. Attachment informed practice is increasingly a feature of the work of schools, facilitating a positive and inclusive response to a broad range of needs. Realignment of the service will promote an integrated and consistent approach to support for learning with resources directed to school level.</p> <p>As these posts have been vacant there will be no impact on the Council's pupil teacher ratio.</p>	4.0	0.190

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR07	Support	Efficiency and Outturn	<p>Realignment of Expenditure Budgets and Income Generation</p> <p>Through consideration of expenditure levels in previous years, efficiency savings of £0.345m are achievable in 2019/2020 within the following areas:</p> <ul style="list-style-type: none"> • Travel and subsistence budgets • Utilisation of newly qualified teachers • Pest control budget • Catering • Scottish Qualifications Authority costs • Telephones • Continued Professional Development <p>In addition, it is proposed that an income budget be established in order to recognise income received of £0.025m per annum from the Scottish Government for the administration and management of the Education Maintenance Allowance.</p> <p>This will result in an overall saving of £0.370m being realised in 2019/2020.</p>	-	0.370
EDR08	All	Efficiency and Outturn	<p>Energy Consumption</p> <p>Through a reduction in energy consumption as a result of a continued programme of energy efficient measures being adopted in schools and other Education establishments, a saving of £0.100m can be achieved.</p> <p>Consumption levels for gas has decreased due to ongoing programmes of efficiency, including temperature control, implementing new infrastructure through the Central Energy Efficiency Fund programme and the energy management system.</p>	-	0.100

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
EDR09	Early Years	Efficiency and Outturn	<p>Teachers in Early Learning and Childcare</p> <p>South Lanarkshire Council nurseries offer the following operating models:</p> <ul style="list-style-type: none"> • 20 morning and 20 afternoon places (20/20) • 30 morning and 30 afternoon places (30/30) • 40 morning and 40 afternoon places (40/40) • 50 morning and 50 afternoon places (50/50) • 60 morning and 60 afternoon places (60/60) <p>Currently, children in 20/20 and 30/30 nurseries have access to a teacher four days in the week. Children attending other establishments have access to a teacher five days in the week.</p> <p>Through the replacement of the equivalent of 1 day (0.2 FTE) of Early Years Teachers with 0.2 FTE of Early Years Workers in 40/40, 50/50 and 60/60 establishments, a saving of £0.112m can be generated through the differential in cost, whilst ensuring that the necessary ratios are maintained. This will align the provision of Early Years Teachers in 40/40, 50/50 and 60/60 establishments to the current provision within 20/20 and 30/30 nurseries, which has already been successfully implemented.</p> <p>The reduction in the number of children in each nursery, and the current expansion in Early Learning and Childcare provision each day as a consequence of the increase to 1,140 hours, will ensure the provision of access to a teacher for children is sustained.</p>	-	0.112
Total Education Resources' Efficiency and Outturn Savings 2019/2020				8.0	1.223
Total Education Resources' Savings Proposals 2019/2020				8.0	1.363

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Education Resources' Savings Summary Across Categories				FTE	£m
Approved				-	0.140
Efficiency and Outturn				8.0	1.223
Charging				-	0.000
Service Impact				-	0.000
Education Resources' Savings Proposals 2019/2020				8.0	1.363

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Finance and Corporate Resources' Savings Proposals 2019/2020

Finance and Corporate Resources' Efficiency and Outturn Savings

FCR01	IT	Efficiency and Outturn	<p>IT Services</p> <p>This saving will be achieved through the following efficiencies across the Service:</p> <ul style="list-style-type: none"> Reduction in the number of end-user devices (PCs, laptops, tablets and phones) provided to Resources: IT Services, in liaison with Resources, monitor the usage of end-user devices and areas of low usage have been identified. Through reducing the number of devices, where low usage has been identified, savings of £0.100m in lease and licensing costs are anticipated. Storage – to reduce storage costs, IT Services will remove any non-priority back up storage beyond immediate requirements, and also look more to external solutions where possible (such as cloud). Rationalisation of the files that are held will be required to meet corporate retention standards, which will be relevant to each service (£0.050m). Reduction of non-core IT tasks (1 FTE) – These include writing and generating reports, efficiencies in managing contracts and 3rd parties on behalf of customers, opening tickets on behalf of customers and resolving data-related issues. This will have minimal impact on Council services delivered (£0.050m). Introduction of self-service (2 FTE) – Self-service capabilities will be introduced on management tools and the South Lanarkshire intranet to enable employees to access training links directly, and provide responses to Frequently Asked Questions, in order to reduce the volume of requests received by the IT Service Desk. The intranet will also now include details of any planned downtime for IT Systems, which should further reduce the number of calls received by the IT Service Desk. In addition, self-service capabilities will be made available to raise new service desk tickets directly on the system. This will realise a saving of £0.060m. Staffing (9 FTE) – In addition, through the consideration and realignment of duties, and consideration of vacancies, a further saving of £0.440m and 9 FTE can be achieved. Each financial year, a list of potential projects are identified through discussion with Resources. These projects are prioritised on the basis of risk to the Council. Those works considered to be of lesser priority will be reprogrammed for future years. Higher priority projects will continue to be progressed immediately at the start of the financial year. 	12.0	0.700
-------	----	------------------------	---	------	-------

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m																								
			<div>There are 120.1 FTE posts within IT Services. This saving proposes a reduction of 12 FTE posts to 108.1 FTE, saving £0.550m per annum, from a staffing budget of £5.304m.</div> <table><tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr><tr><td>Grade 5</td><td>1.0</td><td>0.080</td><td>1.0</td></tr><tr><td>Grade 4</td><td>1.0</td><td>0.060</td><td>0.0</td></tr><tr><td>Grade 3</td><td>7.0</td><td>0.320</td><td>3.0</td></tr><tr><td>Grade 2</td><td>3.0</td><td>0.090</td><td>0.0</td></tr><tr><td>Total</td><td>12.0</td><td>0.550</td><td>4.0</td></tr></table>	Grade	FTE	Saving £m	FTE Vacancies	Grade 5	1.0	0.080	1.0	Grade 4	1.0	0.060	0.0	Grade 3	7.0	0.320	3.0	Grade 2	3.0	0.090	0.0	Total	12.0	0.550	4.0		
Grade	FTE	Saving £m	FTE Vacancies																										
Grade 5	1.0	0.080	1.0																										
Grade 4	1.0	0.060	0.0																										
Grade 3	7.0	0.320	3.0																										
Grade 2	3.0	0.090	0.0																										
Total	12.0	0.550	4.0																										
FCR02	Administration, Legal and Licensing	Efficiency and Outturn	<p>Cambuslang Childcare Project</p> <p>The £0.084m current funding to Cambuslang Childcare Project (CCP) funds a free 0-3 year old nursery service for parents in the Cairns / Cambuslang area. The core grant also covers management, administration and staffing costs etc.</p> <p>Following discussions with CCP, the provision of free places for 0-3 year olds will be replaced with places for 3-5 year olds, funded through partnership nursery arrangements. CCP have agreed that this will be manageable over a two year period with a saving of £0.044m achievable in 2019/2020.</p> <p>Education Resources have confirmed there is sufficient capacity in the area for paid 0-3 year old nursery provision with Westburn Nursery School nearby.</p> <p>A further saving of £0.040m is achievable in 2020/2021 from the complete removal of the current funding for the 0-3 year old service.</p>	-	0.044																								

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m																																																
FCR03	Finance	Efficiency and Outturn	<p>Finance Services Staffing Structure</p> <p>Through the continued consideration of the management structure across services, reducing workload and considering more efficient financial monitoring, further efficiencies will be realised in 2019/2020.</p> <p>Within Transactions, a number of initiatives are resulting in a reduction in the administrative processes and the removal of a number of non-essential tasks. The expansion of e-invoicing will help to further reduce the administrative processes required for processing invoices due to the payment process requiring lower levels of intervention from staff. A new streamlined structure for teams ordering goods and supplies, previously aligned to individual Resources, will result in reduced management overheads and economies of scale. A continued focus on improving productivity and use of technology will also contribute towards efficiencies. In addition, economies of scale will be achieved through better integration of individual Resource Transaction teams, and through the continued focus on improving productivity across the teams.</p> <p>It is expected that these will be managed partly through consideration of temporary posts, the non-filling of vacancies and redeployment opportunities where necessary.</p> <p>There are 174.9 FTE posts within Finance Strategy and Transactions Services. This saving proposes a reduction of 20.6 FTE posts to 154.3 FTE and will generate a saving of £0.701m per annum, from a staffing budget of £6.229m.</p> <table><tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr><tr><td>Strategy</td><td></td><td></td><td></td></tr><tr><td>Grade 3</td><td>3.0</td><td>0.150</td><td>3.4</td></tr><tr><td>Grade 2</td><td>4.5</td><td>0.158</td><td>2.0</td></tr><tr><td>Grade 1</td><td>0.5</td><td>0.014</td><td>0.0</td></tr><tr><td>Total Strategy</td><td>8.0</td><td>0.322</td><td>5.4</td></tr><tr><td>Transactions</td><td></td><td></td><td></td></tr><tr><td>Grade 3</td><td>1.5</td><td>0.077</td><td>0.5</td></tr><tr><td>Grade 2</td><td>5.7</td><td>0.180</td><td>0.0</td></tr><tr><td>Grade 1</td><td>5.4</td><td>0.122</td><td>0.6</td></tr><tr><td>Total Transactions</td><td>12.6</td><td>0.379</td><td>1.1</td></tr><tr><td>Total Finance</td><td>20.6</td><td>0.701</td><td>6.5</td></tr></table>	Grade	FTE	Saving £m	FTE Vacancies	Strategy				Grade 3	3.0	0.150	3.4	Grade 2	4.5	0.158	2.0	Grade 1	0.5	0.014	0.0	Total Strategy	8.0	0.322	5.4	Transactions				Grade 3	1.5	0.077	0.5	Grade 2	5.7	0.180	0.0	Grade 1	5.4	0.122	0.6	Total Transactions	12.6	0.379	1.1	Total Finance	20.6	0.701	6.5	20.6	0.701
Grade	FTE	Saving £m	FTE Vacancies																																																		
Strategy																																																					
Grade 3	3.0	0.150	3.4																																																		
Grade 2	4.5	0.158	2.0																																																		
Grade 1	0.5	0.014	0.0																																																		
Total Strategy	8.0	0.322	5.4																																																		
Transactions																																																					
Grade 3	1.5	0.077	0.5																																																		
Grade 2	5.7	0.180	0.0																																																		
Grade 1	5.4	0.122	0.6																																																		
Total Transactions	12.6	0.379	1.1																																																		
Total Finance	20.6	0.701	6.5																																																		

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m																
FCR04	Administration, Legal and Licensing	Efficiency and Outturn	<p>Legal and Licensing Staffing Structure</p> <p>The continued implementation of revised working practices and better use of available technology allows a reduction in staffing of 2.9 FTE posts, saving £0.130m in 2019/2020.</p> <p>There are 62.7 FTE posts within Legal and Licensing and Registration Services. This saving proposes a reduction of 2.9 FTE posts to 59.8 FTE, saving £0.130m per annum, from a staffing budget of £2.555m.</p> <table><tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr><tr><td>Grade 5</td><td>1.0</td><td>0.086</td><td>0.0</td></tr><tr><td>Grade 1</td><td>1.9</td><td>0.044</td><td>1.9</td></tr><tr><td>Total</td><td>2.9</td><td>0.130</td><td>1.9</td></tr></table>	Grade	FTE	Saving £m	FTE Vacancies	Grade 5	1.0	0.086	0.0	Grade 1	1.9	0.044	1.9	Total	2.9	0.130	1.9	2.9	0.130
Grade	FTE	Saving £m	FTE Vacancies																		
Grade 5	1.0	0.086	0.0																		
Grade 1	1.9	0.044	1.9																		
Total	2.9	0.130	1.9																		
FCR05	Communication and Strategy	Efficiency and Outturn	<p>Advertising Expenditure</p> <p>A reduction in advertising expenditure across the Council has been experienced through greater use of more modern and cost-effective advertising techniques.</p> <p>Through the realignment of the advertising budget to reflect current expenditure and the continued use of cost-effective advertising techniques, i.e. digital, and less reliance on newspapers etc., a saving of £0.105m across the Council can be realised in 2019/2020.</p> <p>The advertising of statutory notices will continue and steps have been taken to minimise their cost. The saving will be realised in non-statutory areas, in particular recruitment and display advertisements.</p> <p>There is no impact on staffing from this saving.</p>	-	0.105																

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m																																				
FCR06	Finance	Efficiency and Outturn	<p>Benefits and Revenues and Customer Contact Centre Staffing</p> <p>Savings totalling £0.300m and 11.0 FTE are achievable in 2019/2020 through the development of online forms, reductions in Benefit workload and the consideration of vacancies across the Service.</p> <p>This includes going live with the Council Tax MyAccount which will reduce the volume of account enquiry contact and move customers to online channels, and implementing additional integrated forms reducing the number of calls which require to be transferred within the Customer Service Centre teams.</p> <p>There are 282.6 FTE posts within Benefits and Revenues and Customer Contact Services. This saving proposes a reduction of 11 FTE posts to 271.6 FTE, saving £0.300m per annum, from a staffing budget of £7.911m.</p> <table><tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr><tr><td>Benefits and Revenues</td><td></td><td></td><td></td></tr><tr><td>Grade 2</td><td>7.0</td><td>0.200</td><td>5.0</td></tr><tr><td>Total Benefits and Revenues</td><td>7.0</td><td>0.200</td><td>5.0</td></tr><tr><td>Customer Contact</td><td></td><td></td><td></td></tr><tr><td>Grade 2</td><td>2.0</td><td>0.060</td><td>1.0</td></tr><tr><td>Grade 1</td><td>2.0</td><td>0.040</td><td>1.0</td></tr><tr><td>Total Customer Contact</td><td>4.0</td><td>0.100</td><td>2.0</td></tr><tr><td>Total</td><td>11.0</td><td>0.300</td><td>7.0</td></tr></table>	Grade	FTE	Saving £m	FTE Vacancies	Benefits and Revenues				Grade 2	7.0	0.200	5.0	Total Benefits and Revenues	7.0	0.200	5.0	Customer Contact				Grade 2	2.0	0.060	1.0	Grade 1	2.0	0.040	1.0	Total Customer Contact	4.0	0.100	2.0	Total	11.0	0.300	7.0	11.0	0.300
Grade	FTE	Saving £m	FTE Vacancies																																						
Benefits and Revenues																																									
Grade 2	7.0	0.200	5.0																																						
Total Benefits and Revenues	7.0	0.200	5.0																																						
Customer Contact																																									
Grade 2	2.0	0.060	1.0																																						
Grade 1	2.0	0.040	1.0																																						
Total Customer Contact	4.0	0.100	2.0																																						
Total	11.0	0.300	7.0																																						
FCR07	Communication and Strategy	Efficiency and Outturn	<p>Printing and Software Efficiencies</p> <p>Through the introduction of changes to current printing and software arrangements, a saving of £0.030m can be achieved in 2019/2020.</p> <p>This will include the cessation of printing of The View, with a digital option being made available.</p>	-	0.030																																				

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m																				
FCR08	Personnel	Efficiency and Outturn	<p>Personnel Services Staffing Structure</p> <p>Through the consideration and realignment of duties, and consideration of vacancies, savings can be realised within Personnel Services. This includes a reduction of 1 FTE vacant management post, as teams are merged for a more coordinated service delivery.</p> <p>In addition, the use of online forms with better integration into back office systems and increased self-service for employees and managers, including the ability to amend employee hours and location, and completion of the regrading process, will allow further efficiencies to be achieved.</p> <p>There are 173.9 FTE posts within Personnel Services. This saving proposes a reduction of 6 FTE posts to 167.9 FTE, saving £0.210m per annum, from a staffing budget of £5.875m.</p> <table><tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr><tr><td>Grade 3</td><td>2.0</td><td>0.100</td><td>1.0</td></tr><tr><td>Grade 2</td><td>2.0</td><td>0.070</td><td>0.0</td></tr><tr><td>Grade 1</td><td>2.0</td><td>0.040</td><td>2.0</td></tr><tr><td>Total Personnel</td><td>6.0</td><td>0.210</td><td>3.0</td></tr></table>	Grade	FTE	Saving £m	FTE Vacancies	Grade 3	2.0	0.100	1.0	Grade 2	2.0	0.070	0.0	Grade 1	2.0	0.040	2.0	Total Personnel	6.0	0.210	3.0	6.0	0.210
Grade	FTE	Saving £m	FTE Vacancies																						
Grade 3	2.0	0.100	1.0																						
Grade 2	2.0	0.070	0.0																						
Grade 1	2.0	0.040	2.0																						
Total Personnel	6.0	0.210	3.0																						
FCR09	Personnel	Efficiency and Outturn	<p>Provision of Employee Training</p> <p>Efficiencies will be delivered through a realignment of budget for the current provision of employee training. This reflects a reduction in cost over recent financial years with the level of training remaining the same. This has been achieved through better value for money from greater use of internal resources available as opposed to the purchase of external training provision.</p>	-	0.040																				

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR10	Personnel	Efficiency and Outturn	<p>Employability Programmes</p> <p>Across employability programmes, including the Scottish Government Fair Start Scotland Programme, the same number of (and in some cases more) clients will continue to be supported, at a lower cost to the Council.</p> <p>The Council is developing a suite of online support materials to assist individuals. This will allow more clients to meet their needs through self-service routes at a reduced cost.</p> <p>The reduction in youth unemployment figures at both a national and local level has also led to a reduction in the level of clients requiring support through the Youth Employment Enterprise Programme. This programme will continue to be delivered to clients requiring support in line with the current reduced demands of the service. Again, this is at a reduced cost to the Council.</p> <p>Finally, the introduction of Fair Start Scotland by the Scottish Government brings in support for their target groups (particularly around Health), who would otherwise have been placed in a number of Council programmes. The creation of this new programme has allowed the Council to redirect clients, where they meet the necessary criteria, reducing the number of clients requiring multiple supports and reducing associated expenditure.</p> <p>The introduction of Fair Start Scotland has enabled the cessation of the Working Matters Programme, previously delivered by Routes to Work South on behalf of the Council. This programme previously targeted the same client group as that being supported by Fair Start Scotland.</p> <p>In 2018/2019, employability programmes are expected to engage with more than 2,200 individuals. By using on-line tools, including self-service, the number of individuals engaging with and benefitting from the Employability Programme of the Council and its partners, will continue to at least this level going forward.</p> <p>As a result, the overall Council Employability Programme can continue to be delivered for £0.360m less from 2019/2020.</p>	-	0.360

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR11	Administration, Legal and Licensing	Efficiency and Outturn	<p>Landlord Registration A saving of £0.080m can be generated through the income budget for Landlord Registration Fees.</p> <p>The Landlord Registration fee is statutory and is currently set at £55. The Scottish Government have abolished the 10% online discount with effect from 1 December 2018 which will mean that the application fee will increase by £5.50 for online applications. This will result in an additional £0.020m to the Council in 2019/2020.</p> <p>In addition, a further £0.050m saving can be achieved in 2019/2020 by realigning the current income budget to reflect the actual fee income received.</p> <p>Further to this, through the creation of an additional 1.0 FTE Licensing Standards Officer (LSO) post (£0.040m), an increase in income of £0.050m can be generated realising a net saving of £0.010m in 2019/2020.</p> <p>The overall increase in budgeted income is anticipated to be £0.120m in 2019/2020, with a net saving of £0.080m achievable through the creation of the LSO post.</p>	(1.0)	0.080
FCR12	Personnel	Efficiency and Outturn	<p>Personnel Services Information at Work There has been a reduction in the cost of Information at Work Licensing and Support. As a result, a saving of £0.020m can be realised in 2019/2020 through realigning the budget in line with the current expenditure being incurred.</p>	-	0.020
FCR13	Communication and Strategy	Efficiency and Outturn	<p>Communications and Strategy Services Staffing Structure Through the removal of two vacant 0.5 FTE posts from the current structure, a saving of £0.020m is achievable in 2019/2020.</p> <p>This will have no impact on current service delivery.</p> <p>There are 41.7 FTE posts within Communications and Strategy Services. This saving proposes a reduction of 1 FTE posts to 40.7 FTE, saving £0.020m per annum, from a staffing budget of £1.765m.</p>	1.0	0.020

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR14	Administration, Legal and Licensing	Efficiency and Outturn	<p>Personal Liquor License The current charge for a Personal Liquor License is £50. This is set by statute from the Scottish Government.</p> <p>Through the 10 year renewal of Personal Liquor Licenses, 645 licenses are due to be renewed in August 2019. This will realise a one off saving of £0.032m in 2019/2020. As the license renewals will not recur into the following year, this is not an ongoing saving moving forward, and the budget will require to be adjusted to reflect this.</p> <p>The budget of £0.032m will have to be reinstated in 2020/2021.</p>	-	0.032
FCR15	Administration, Legal and Licensing	Efficiency and Outturn	<p>Reduction in Property Costs and Administration Budgets and Increased Income This saving will be realised through a reduction in the following areas:</p> <p>Legal - Membership Fees / Subscriptions - £0.017m saving from £0.038m budget Legal - Legal Expenses - £0.006m saving from £0.046m budget Legal - Furniture - £0.003m saving from £0.003m budget Administration - Other Admin Costs - £0.022m saving from £0.022m budget Administration - Conferences - £0.007m saving from £0.016m budget Licensing and Registration - Security Costs (from the reduced need for collection of cash from licensing and registration offices) - £0.010m saving from £0.012m budget Licensing and Registration - Printing and Stationery - £0.003m from £0.009m budget</p> <p>These budgets have underspent in previous financial years and are no longer required from 2019/2020 and beyond.</p> <p>In addition, a number of other Local Authorities use Ceremony Officers. These are mainly retired registrars who carry out ceremonies and pre-ceremony meetings for a flat fee, in the region of £70. Through creating a supply pool of suitably experienced individuals, the service would be able to offer ceremonies during a wider range of days and at more flexible times including evenings outwith office hours. Given that this is a growing market, a net saving of £0.009m is achievable in ceremonies income in 2019/2020.</p>	-	0.077

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
FCR16	Finance	Efficiency and Outturn	<p>Reduction in Overpayments</p> <p>The Council has a net budget of £1.4m in 2018/2019 in relation to the cost of overpayments as part of the administration of Housing Benefit payments. Significant underspends have been achieved in recent financial years in relation to this budget ranging from £0.115m in 2015/2016 to £0.657m in 2017/2018.</p> <p>Following the migration to Universal Credit, the expenditure on overpayments is anticipated to continue to reduce. This saving proposes that the budget be realigned in 2019/2020 to reflect the current expenditure anticipated in 2018/2019, yielding an annual saving of £0.220m.</p>	-	0.220
Total Finance and Corporate Resources' Efficiency and Outturn Savings 2019/2020				52.5	3.069
Total Finance and Corporate Resources' Savings Proposals 2019/2020				52.5	3.069

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Finance and Corporate Resources' Savings Summary Across Categories				FTE	£m
Approved				-	0.000
Efficiency and Outturn				52.5	3.069
Charging				-	0.000
Service Impact				-	0.000
Finance and Corporate Resources' Savings Proposals 2019/2020				52.5	3.069

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Housing and Technical Resources' Savings 2019/2020

Housing and Technical Resources' Efficiency and Outturn Savings

HTR01	Property	Efficiency and Outturn	Termination of Lease, Royal Burgh House, Rutherglen As a result of the closure of Royal Burgh House in June 2018, a saving of £0.750m has been generated in relation to charges associated with the operation of the building, including rental charges and facilities management costs.	-	0.750
HTR02	Property	Efficiency and Outturn	Planned and Reactive Maintenance Housing and Technical Resources hold the budget for planned maintenance across all Council Non Housing properties. Savings can be realised through the development and implementation of new procurement and delivery processes, which will generate savings through economies of scale and the identification of further efficiencies within the current programme. In addition, savings will be generated by extending the programming of works to maximise the lifecycle of existing building elements. The 2018/2019 Budget Allocation for planned and reactive maintenance is £6.870m, and includes works such as internal painting of high use areas, cleaning of external property facades and kitchen canopy cleaning.	-	0.130
HTR03	Property	Efficiency and Outturn	Property Assets Structure Through consideration of the current structure within Property Assets, and based on future workload requirements and a change in operating arrangements, a saving can be achieved through the removal of 1 FTE Property Investment Adviser post (Grade 4 Level 9). In addition, a further 0.5 FTE vacancy (Grade 2 Level 2) has been identified within the Service for removal from 2019/2020.	1.5	0.075

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
HTR04	Property	Efficiency and Outturn	<p>Building Services Management Structure</p> <p>Through consideration of the current management structure within Building Services, a saving of £0.125m can be realised through the rationalisation and realignment of the Building Services Co-ordinator and Building Services Officer structure.</p> <p>The revised management structure will be developed by the end of 2018 and put in place for financial year 2019/2020, as part of which roles will be re-defined and clarified. Whilst this will result in managers having an increased span of control, there will be no detrimental impact on front line service delivery.</p> <p>The saving will be realised from a reduction of 4 FTE Grade 3 Level 2 posts.</p>	4.0	0.125
HTR05	Property	Efficiency and Outturn	<p>Renegotiation of Lease at Cambuslang Gate</p> <p>Renegotiation of the current Head Lease agreement for Cambuslang Gate has recently concluded, resulting in a saving of £0.095m per annum from 2019/2020 in relation to reduced rental costs of the property.</p> <p>The revised lease agreement was presented to Housing and Technical Resources Committee on 31 October 2018 for approval.</p>	-	0.095
HTR06	All	Efficiency and Outturn	<p>Vacant Posts</p> <p>Through consideration of current vacancies within Housing and Technical Resources, a saving of £0.268m can be realised as follows:</p> <ul style="list-style-type: none"> • CCTV Operatives – following the introduction of a new 12 hour shift pattern being implemented, removal of 1.96 FTE from the current establishment can be achieved. • Surveyors – As a result of forecasting future workload demands, and the realignment of work between the remainder of the Surveyors, 1.63 FTE of vacant posts can be removed from the establishment with no impact on service delivery. • Technical Assistants – following the realignment of work between the remaining employees with no impact on service provision, the removal of 2.55 FTE vacant posts can be achieved. • Further minor vacant posts across the Resource have also been identified, totalling 2.07 FTE. 	8.2	0.268

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving				Employee FTE	Saving £m																				
			<table><tr><th>Grade</th><th>FTE</th><th>Saving £m</th><th>FTE Vacancies</th></tr><tr><td>Grade 3</td><td>2.62</td><td>0.118</td><td>2.62</td></tr><tr><td>Grade 2</td><td>2.73</td><td>0.094</td><td>2.73</td></tr><tr><td>Grade 1</td><td>2.86</td><td>0.056</td><td>2.86</td></tr><tr><td>Total Posts</td><td>8.21</td><td>0.268</td><td>8.21</td></tr></table> <p>As the posts noted above are vacant, there will be no impact on current service delivery.</p>				Grade	FTE	Saving £m	FTE Vacancies	Grade 3	2.62	0.118	2.62	Grade 2	2.73	0.094	2.73	Grade 1	2.86	0.056	2.86	Total Posts	8.21	0.268	8.21		
Grade	FTE	Saving £m	FTE Vacancies																									
Grade 3	2.62	0.118	2.62																									
Grade 2	2.73	0.094	2.73																									
Grade 1	2.86	0.056	2.86																									
Total Posts	8.21	0.268	8.21																									
HTR07	Housing	Efficiency and Outturn	Homelessness Service From a review of the Homelessness Business Plan and a projection of service demands in the current year a one-off saving of £0.060m can be delivered. This is as a result of efficiencies being delivered through service procurement as well as through an expected underspend in the Service. The budget of £0.060m will need to be reinstated in 2020/2021.				-	0.060																				
Total Housing and Technical Resources' Efficiency and Outturn Savings 2019/2020							13.7	1.503																				

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Housing and Technical Resources' Service Impact Savings

HTR09	Housing	Service Impact	<p>Community Safety Partnership</p> <p>It is proposed to reduce the Community Safety budget by £0.020m (8% of the current budget). The saving will be achieved through consideration of the way services are commissioned and delivered.</p> <p>It is also proposed to re-align the Community Safety Analyst to a vacant post within the Housing and Technical Resources Strategy and Support structure, which is HRA funded. This will ensure that maximum benefit is derived from the Analyst post across the Resource, whilst continuing to support the Community Safety Partnership. From realigning this position, a saving of £0.020m can be realised in 2019/2020.</p>	1.0	0.040
Total Housing and Technical Resources' Service Impact Savings 2019/2020				1.0	0.040
Total Housing and Technical Resources' Savings 2019/2020				14.7	1.543

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Housing and Technical Resources' Savings Summary Across Categories				FTE
Approved				-
Efficiency and Outturn				13.7
Charging				-
Service Impact				1.0
Housing and Technical Resources' Savings Proposals 2019/2020				14.7

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Social Work Resources' Savings 2019/2020

Social Work Resources' Efficiency and Outturn Savings

SWR01	Adult and Older People	Efficiency and Outturn	<p>Payments to Other Bodies A saving of £0.048m can be realised from Payments to Other Bodies that are no longer required:</p> <p><u>Dementia Training Provision (£0.040m)</u> Training previously delivered by Alzheimer's Scotland is now delivered in house. This had enabled a saving to be generated, while maintaining the level of staff training provision.</p> <p><u>Disability Information Service (£0.008m)</u> As a result of the cessation of service by DIAL (Disability Resource Centre Clydesdale), due to the organisation no longer operating, a saving has been realised. The contribution was previously used to deliver an information service to people with disabilities, which is now being delivered through other local and national organisations, including Take Control South Lanarkshire.</p>	-	0.048
SWR02	Adult and Older People	Efficiency and Outturn	<p>Meals on Wheels Provision – Production of Meals Following the withdrawal of the Meals on Wheels service provision by the Royal Voluntary Service (RVS), changes have been implemented to current service delivery. This has resulted in frozen meals being provided to those requesting meals and forms part of their overall care package.</p> <p>This will enable a saving of £0.040m to be achievable in 2019/2020 in the production of meals.</p>	-	0.040

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SWR04	Adult and Older People	Efficiency and Outturn	<p>In-House Care and Support Services</p> <p>The Care and Support Service supports adults with learning disabilities and a range of complex needs to stay in their own home, as independently as possible, so they can remain valued members of their communities. This is done in a number of ways including providing personal care and domestic support.</p> <p>As a result of the current demand for In House Care and Support Services, a saving of £0.260m in the costs of the Service has been identified.</p> <p>This reduction in costs reflects current care packages. These care packages are subject to thorough risk assessments and carried out in partnership with care and support staff and social work staff from locality teams. Service users will continue to receive the support and care that they require.</p> <p>The service currently has 39 service users. The saving reflects a reduction in costs for care packages for 4 service users – 2 of which are no longer required and 2 where there have been agreed changes to current care packages provided.</p> <p>The reduction in care hours required to be delivered will allow the removal of 8.9 FTE vacant posts from the structure, moving from 147.1 FTE to 138.2 FTE.</p> <p>The current net budget for this service is £4.510m.</p>	8.9	0.260

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SWR05	Adult and Older People	Efficiency and Outturn	<p>External Funding In 2018/2019, South Lanarkshire Health and Social Care Partnership allocated £2.2m from Social Care Fund monies to meet the recurring cost of additional care home placements created between 2011 and 2016. These placements were in addition to the number of placements that could be supported from the core Social Work budget.</p> <p>This level of funding will continue into 2019/2020, however, due to the level of demand, there is an anticipated reduction in the required number of specific placements moving forward. This is part of the overall policy and strategic direction to shift the balance of care towards more community orientated support.</p> <p>Consideration of the level of funding available within the core Social Work Resources revenue budget and the Social Care Fund allocation has identified a saving of £0.100m which can be realised in 2019/2020, from the reduction in the level of demand.</p>	-	0.100
SWR06	Adult and Older People	Efficiency and Outturn	<p>Meals on Wheels Provision – Transport Costs Following the withdrawal of the Meals on Wheels service provision by the Royal Voluntary Service (RVS), changes have been implemented to current service delivery. This has resulted in a reduction in transport costs.</p> <p>This will enable a saving of £0.035m to be achievable in 2019/2020 from a reduction in transport costs.</p>	-	0.035
SWR07	Adult and Older People	Efficiency and Outturn	<p>Bield Day Care Service – Langvout, Biggar Bield Day Care Service ended on 31 July 2018. This service was provided to 10 service users based on 20 days weekly and was funded via block grant at £0.129m per annum.</p> <p>Alternative day care service provision for the 10 service users affected has been sourced at McClymont Day Care Centre, Lanark and Jenny McLachlan Day Care Centre, Carluke.</p> <p>There are estimated transport costs of £0.069m per annum to access agreed days to each individual service user at the alternative Day Centres. As a result, a net saving of £0.060m is achievable in 2019/2020.</p>	-	0.060

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SWR08	Performance and Support	Efficiency and Outturn	Realignment of Employee Cost Budget As a result of the funding arrangements for the Chief Officer for the Integrated Joint Board, a saving of £0.040m can be realised in 2019/2020 from the realignment of the current employee cost budget.	-	0.040
Total Social Work Resources' Efficiency and Outturn Savings				8.9	0.583
Total Social Work Resources' Savings 2019/2020				8.9	0.583

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m

Social Work Resources' Savings Summary Across Categories				FTE	£m
Approved				-	0.000
Efficiency and Outturn				8.9	0.583
Charging				-	0.000
Service Impact				-	0.000
Social Work Resources' Savings Proposals 2019/2020				8.9	0.583

Appendix 1a – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

Savings Summary Across Resources	Total	
	FTE	£m
Cross Resource	-	0.632
Community and Enterprise Resources	25.66	4.155
Education Resources	8.0	1.363
Finance and Corporate Resources	52.5	3.069
Housing and Technical Resources	14.7	1.543
Social Work Resources	8.9	0.583
Total 2019/2020 Savings Proposed <i>(These totals include the SLLC savings detailed in Appendix 1b)</i>	109.76	11.345

Savings Summary Across Categories	Total	
	FTE	£m
Approved	-	0.140
Efficiency and Outturn	97.30	10.108
Charging	-	0.714
Service Impact	12.46	0.383
Total 2019/2020 Savings Proposed <i>(These totals include the SLLC savings detailed in Appendix 1b)</i>	109.76	11.345

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

South Lanarkshire Leisure and Culture Savings Proposals 2019/2020

SLL04	Culture	Efficiency and Outturn	<p>Expansion of Activities at Summerfest Through expanding the East Kilbride Summerfest event to include additional fun fair rides, street vendors and activities, additional income of £0.003m can be realised.</p> <p>The current wide range of arts activities, workshops and performances which are showcased at the event will remain free.</p>	-	0.003
SLL05	Outdoor, Country Parks, Museums and Libraries	Service Impact	<p>James Hamilton Heritage Park Water Sports Centre – Opening Hours Following a review of current usage levels during the summer months, a saving of £0.008m can be realised through aligning the opening hours at James Hamilton Heritage Park Water Sports Centre to meet customer demand. This proposal will also see a reduction in evening opening hours during the summer months, due to a reduction in usage during this period. The centre will now operate from 11am until 5pm on weekdays during this time. At present the centre is open until 9pm. Weekend operating hours will not be affected by this proposal.</p> <p>The revised opening hours will result in a reduction of 5 seasonal posts.</p>	-	0.008
SLL06	Outdoor, Country Parks, Museums and Libraries	Charging	<p>Price Increases – Calderglen Country Park Zoo Propose to increase admission costs to Calderglen Zoo by £0.10 for a child, from £0.50 to £0.60, and by £0.25 for an adult, from £1.45 to £1.70. Under 3s would remain free.</p> <p>The proposed prices for the Zoo are still considerably lower than other similar attractions in the area. Charges for Amazonia are currently £4.50 per child.</p>	-	0.020

Appendix 1b – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL07	Outdoor, Country Parks, Museums and Libraries	Efficiency and Outturn	<p>Reduction in Vehicle Fleet Through consideration of current fleet requirements, a saving of £0.010m can be realised in 2019/2020 through a reduction in the number of vehicles in operation from 15 to 13.</p> <p>The saving would be realised through removing a vehicle from Hamilton Palace Sports Ground, and a further vehicle from Calderglen Country Park, as these vehicles are currently under-utilised. The vehicles will be relocated to the offices within the Hamilton Academical Football Stand, which will remove the need to take out new leases currently requiring replacement.</p> <p>This saving will have no impact on Fleet Services, as the vehicles being returned are at the end of their current lease term.</p>	-	0.010
SLL08	Outdoor, Country Parks, Museums and Libraries	Efficiency and Outturn	<p>Realignment of Administration and Supplies and Services Budgets A saving of £0.005m can be realised through reductions in the following areas:</p> <p>Printing and Stationery £0.002m Postage/ Couriers £0.001m Equipment and Other Tools £0.002m</p> <p>This represents a 1.7% reduction of the total budget for Administration Costs and Supplies and Services.</p>	-	0.005

Appendix 1b – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL11	Sport and Physical Activity	Service Impact	<p>Rationalisation of Staffing Structure</p> <p>Through assessment of usage levels across facilities within Sport and Physical Activity Services, a saving of £0.080m can be realised through staffing efficiencies realised at the following venues:</p> <ul style="list-style-type: none"> Reduction in staffing levels by 0.94FTE at Hareleeshill Sports Barn through the introduction of lone working (£0.021m) Reduction of 1.59FTE at Jock Stein Sports Centre (£0.042m) Reduction of 0.58FTE at Lesmahagow through the introduction of lone working at weekends (£0.013m) Reduction of 0.21FTE through the introduction of lone working on a Sunday at Biggar (£0.004m) <p>This will result in a reduction of 3.32FTE.</p> <p>Lone working practices are currently in operation at a number of venues across the organisation.</p>	3.32	0.080
SLL13	Sport and Physical Activity	Service Impact	<p>Stewartfield Community Centre – Open in Term Time Only</p> <p>A recent assessment of bookings at Stewartfield Community Centre has identified a saving of £0.020m which could be realised if the facility was operational during term time only. During schools holidays, the ACE programme activities available are consolidated at nearby facilities (including the John Wright Centre), and there are no block bookings during the summer months.</p> <p>This will result in a reduction of 0.24FTE.</p>	0.24	0.020

Appendix 1b – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m										
SLL15	Sport and Physical Activity	Charging	<p>Activage Membership – Increase £56.25 to £57.95 per annum – SAVING REDUCED</p> <p>The Activage membership is available to all South Lanarkshire residents aged 60+. The membership allows access to all mainstream leisure activities and a number of bespoke classes.</p> <p>An increase to the annual Activage membership fee from £56.25 to £57.95 per annum is proposed. This is the equivalent of an increase of £0.03 per week in 2019/2020.</p> <p>Membership levels have increased over the years as follows:</p> <table><tr><td>2014</td><td>6,176</td></tr><tr><td>2015</td><td>6,891</td></tr><tr><td>2016</td><td>7,421</td></tr><tr><td>2017</td><td>8,064</td></tr><tr><td>2018</td><td>8,944</td></tr></table> <p>The proposed prices for the Activage membership are still considerably lower than those of neighbouring authorities. At present, the Glasgow Life concession membership is £200 per annum, and the North Lanarkshire Leisure annual membership for residents aged 65+ is £240. The current option to pay in 2 instalments will continue.</p>	2014	6,176	2015	6,891	2016	7,421	2017	8,064	2018	8,944	-	0.017
2014	6,176														
2015	6,891														
2016	7,421														
2017	8,064														
2018	8,944														
SLL16	Support	Efficiency and Outturn	<p>Staffing Efficiencies</p> <p>Through a reduction in the level of clerical support available, a saving of £0.007m can be realised in 2019/2020.</p> <p>This proposal would result in a reduction of a 0.3FTE Grade 1 Level 4 post. The saving will be achieved through the identification of redeployment opportunities elsewhere within the organisation.</p>	0.3	0.007										
SLL17	Support	Efficiency and Outturn	<p>Support Services Structure</p> <p>A saving of £0.088m can be realised by realigning back office services and creating efficiencies by having teams work more closely together.</p>	2.0	0.088										

Appendix 1b – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL18	Support	Charging	<p>Income Generation – Inflationary Increase of 3% It is proposed that all Income lines except Fitness, Activage, and Ticket Bookings be increased by 3%.</p> <p>Fitness has been excluded as it is anticipated that any increase in prices could mean a reduction in membership levels, and consequently a reduction in income. SLLC would require to clarify with Alliance Leisure if there would be an implication from that contract in relation to income changes as a result of price increases.</p> <p>Activage memberships have been excluded as this is subject to a separate savings proposal (SLL15) while Ticket Bookings are set by the external organisation running the events, therefore the Trust cannot increase the charges.</p> <p>This will generate income of £0.345m in 2019/2020.</p>	-	0.345
SLL19	Support	Efficiency and Outturn	<p>Employee Costs – Enhanced Leave and Overtime Current costs (2017/2018) of overtime for SLLC are £2.5m. A saving of £0.146m will be targeted in the overall level of overtime incurred going forward. This equates to a 6% reduction.</p> <p>In addition, a recurring level of income in respect of enhanced leave has been seen by the Trust over recent years. Through creating a budget for this income, this will allow a saving of £0.032m to be achieved in 2019/2020.</p>	-	0.178
SLL20	Support	Efficiency and Outturn	<p>Property Costs Through a review of property related expenditure, saving can be achieved across small ad hoc consumables spend (£0.006m) and utilities (£0.060m) budgets. This equates to a 2.6% reduction.</p> <p>The Council's Property Services and SLLC will work to identify opportunities to reduce utilities costs going forwards.</p>	-	0.066

Appendix 1b – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL21	Support	Efficiency and Outturn	<p>Supplies and Services and Administration Costs Through targeting areas of non-essential spend across South Lanarkshire Leisure and Culture, a saving can be made across a number of budget lines.</p> <p>The saving will be achieved from the following areas:</p> <ul style="list-style-type: none"> • Equipment & Other Tools – Non Sporting Equipment - 11% reduction (£25,000) • Materials (Classes and Courses) - 5% reduction (£2,500) • Publications, Newspapers and Journals - 5% reduction (£14,000) • Protective Clothing & Uniforms - 5% reduction (£3,000) • Other Supplies and Services - 7.5% reduction (£23,000) • Artists Fees - 2% reduction (£9,000) • Printing & Stationary - Lyreco and Click Charges - 10% reduction (£5,000) • Advertising & Marketing - considering printed material and replacing with alternatives such as digital and social media - 25% reduction (£48,000) • Postages / Couriers - 5% reduction (£2,000) • Membership Fees / Subscriptions - 9% reduction (£2,000) • Hospitality - Cease provision of catering at meetings - 20% reduction (£1,000) • Other Admin Costs - 62% reduction (£10,000) – this includes £5k for contribution to projects which have ended. • Conferences - cease attendance or reduce number of conferences attended / delegates attending - 35% reduction (£2,500) • Payment to Contractor - 5% reduction (£4,000) • Legal Expenses - 86% reduction (£55,000) 	-	0.206
Total South Lanarkshire Leisure and Culture Savings Proposals 2019/2020				5.86	1.053

Appendix 1b – Savings Proposed

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

South Lanarkshire Leisure and Culture' Savings Summary Across Categories				FTE	£m
Approved				-	0.000
Efficiency and Outturn				2.30	0.563
Charging				-	0.382
Service Impact				3.56	0.108
South Lanarkshire Leisure and Culture' Savings Proposals 2019/2020 <i>(These savings are included in the savings total detailed in Appendix 1a)</i>				5.86	1.053

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
--------------------	---------	--	---------------------------------------	--------------------------------	-----------------------------

2019/2020 Removed / Reduced Savings

CER12	Facilities, Waste and Grounds	Efficiency and Outturn	<p>Rationalisation of Grass Cutting Machinery</p> <p>The Service has reviewed its current grass cutting machinery fleet and has identified an opportunity to replace existing machinery that cuts and collects grass with standard grass cutting functionality. This would result in a reduction in annual machinery costs by £0.043m.</p> <p>The introduction of the replacement machinery would also improve productivity as the emptying of the grass hoppers is time consuming and the subsequent disposal of the cuttings incurs further costs. It is estimated that a further saving of £0.097m is achievable due to an increase in productivity as a result of not having to transfer cuttings to waste sites.</p> <p>The Service would retain 4 of the 20 cut and collect ride-ons for cemetery maintenance and replace the remaining 16 cut and collect ride-ons to 12 cutting only machines.</p> <p>There would be no change to the area or frequency of grass cutting undertaken by the Service.</p> <p>The saving will result in a reduction of 2 FTE from the overall current establishment for Seasonal employees. As different individuals are appointed into Seasonal posts each year, this will not impact on specific employees, but instead the level of Seasonal employees recruited in 2019/2020 will reduce.</p>	2.0	0.140
-------	-------------------------------	------------------------	---	-----	-------

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
CER15	Planning and Economic Development	Efficiency and Outturn	<p>Planning and Economic Development Structure – SAVING REDUCED BY £0.050M</p> <p>Original Saving: Following the implementation of a revised structure across Planning and Economic Development Services, a saving of £0.150m can be realised in 2019/2020. The saving will be generated from the removal of 3 FTE Grade 3 posts through a vacancy and the turnover of staff.</p> <p>This saving will be achieved through prioritising works within Building Standards and Economic Development whilst ensuring that the priorities of the service are maintained.</p> <p>The saving would result in a reduction of 3 FTE, which would reduce the Planning and Economic Development Service from 92 FTE to 89 FTE.</p> <p>1.0 FTE of this saving totalling £0.050m is removed.</p>	1.0	0.050
CER17	Roads and Transportation	Efficiency and Outturn	<p>Flood Prevention</p> <p>Each financial year, a list of potential improvements which will reduce the risk of flooding are identified. These works are prioritised through the completion of risk and impact assessments, which identify the likelihood of flooding and the potential severity of flooding in that area. Those works considered to be of lesser priority will be reprogrammed for future years, however all required works will still be undertaken.</p> <p>This proposal will see a 25% year-on-year reduction in the level of flood prevention work currently undertaken through the Roads Revenue Programme.</p> <p>The current Revenue budget for Flood Prevention is £0.350m, which supplements the annual Capital Programme allocation of £0.100m in 2018/2019.</p>	-	0.090

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
CER21	Fleet and Environmental	Service Impact	<p>Trading Standards Inspections</p> <p>Through consideration of the current approach to carrying out visits and by directing customers to self-help facilities where appropriate, 2 FTE can be removed from the current structure.</p> <p>Inspections will be prioritised on the basis of information received in relation to current business practices and the risk to consumers. Planned interventions will continue to be carried out where required, and will focus on areas of greatest consumer detriment.</p> <p>Further support to consumers is provided by Trading Standards Scotland (TSS), who have a duty to coordinate and enforce cross boundary and national issues, as well as undertaking more specialised functions including tackling illegal money lending and e-crime. TSS adds capacity to local authority trading standards teams in these areas of activity.</p> <p>Consumers will also be directed to action they can take themselves to resolve customer advice requests and be directed to third party agents such as trade bodies and Citizens Advice Scotland.</p>	2.0	0.090
CER23	Facilities, Waste and Grounds	Service Impact	<p>Grounds Maintenance</p> <p>The service has identified 767 locations across the Council that are challenging and resource intensive for operatives to maintain when working with machinery on a slope. It is proposed that the service allows these areas to revert back to natural habitat and that these are identified as opportunities to enhance the Council's biodiversity provision. The size of the plots are from 13m² upwards.</p> <p>The Service would continue to cut the perimeter of the open space where these areas meet any roads or pathways.</p> <p>The saving will result in a reduction of 2.5 FTE from the overall current establishment for Seasonal employees. As different individuals are appointed into Seasonal posts each year, this will not impact specific employees, but instead the level of Seasonal employees recruited in 2019/2020 will reduce.</p>	2.5	0.075

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
EDR02	All	Efficiency and Outturn	<p>Realignment of Property Costs, Supplies and Services and Administration Costs Budgets – SAVING REDUCED BY £0.186M</p> <p>Original Saving: Through targeting areas of non-essential spend across the Resource and removing budgets no longer required, a saving can be made across a number of budget lines.</p> <p>This saving will see a reduction in the per capita allocation to pupils from 3-18 years across all sectors. This will be a continuation of a managed programme of classroom materials reduction and will be allocated based on school roll. Savings can be realised in Early Years establishments and schools through the development and implementation of new procurement and delivery processes, which will generate savings through economies of scale and the identification of further efficiencies across the Resource.</p> <p>Additionally, there will be a reduction to postage, catering and parent council budgets as a result of efficiencies in service delivery.</p> <p>Finally, there will be the removal of property costs budgets no longer required.</p> <p>£0.186m of this saving is removed in relation to Classroom Materials (£0.180m) and Parent Councils (£0.006m).</p>	-	0.186

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
EDR10	Schools	Efficiency and Outturn	<p>Secondary School Staffing</p> <p>In preparation for the delivery of the Scottish Government ambitions around Education Governance and Fair Funding to Achieve Excellence and Equity in Education in schools, and the roll out of the Head Teachers Charter, it is proposed that through a move towards greater local decision making in schools on structure and management roles a reduction in the overall costs of the teaching establishment can be managed.</p> <p>Consultation on Education Governance pointed towards Head Teachers having greater flexibility around how their schools are run. It is proposed that through working with Head Teachers the principles of the policy intent can start to be delivered and efficiencies achieved. Greater flexibility will allow Head Teachers to identify the most effective deployment of staff and, in doing so, it is anticipated they will be able to achieve some small scale efficiencies within their staffing models.</p> <p>Through implementation of the above, a saving of £0.300m will be realised in 2019/2020.</p> <p>Specific and dedicated teaching and support staff have been added to the establishment in 2018/2019 in relation to mainstream and additional support needs. This investment will continue to ensure that these target areas continue to be supported.</p> <p>The saving will result in a reduction of 7 FTE teaching staff.</p>	7.0	0.300
EDR11	Schools	Service Impact	<p>Targeted Class Sizes Support – Primary 1</p> <p>Based on expected configurations, all Primary 1 class sizes will move to 25 pupils, taking this to the appropriate statutory level. The saving will be achieved by removing the class size reduction from primary 1, and instead provide targeted class size reduction support to primary 1 children where required. Consequently, 10 schools will see the class size reduction teacher removed.</p> <p>The Council will continue to maintain the required Pupil Teacher Ratio through ensuring that the reduction in posts are offset with necessary cover staff.</p> <p>All children will continue to have access to, and benefit from, a teacher in the Early Years setting, in advance of starting primary 1.</p>	10.0	0.280

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
HTR08	Housing	Service Impact	<p>Provision of Anti-Social Behaviour Service</p> <p>Through consideration of tasks completed by the central Anti-Social Behaviour Service, which includes the Community Wardens, Anti-Social Investigation Team and Mediation, a saving of £0.035m can be realised. Although timescales will be affected, all service requests assessed as requiring action will still be completed, either by the Anti-Social Behaviour Service or through partner agencies.</p> <p>This will result in the reduction of 3 FTE Community Warden posts which will be achieved through a combination of natural turnover and redeployment. The reduction in employees will have an impact on the frequency of patrols being carried out, and will also affect the response times for the Investigative Support Team reacting to incidents.</p> <p>The FTE shown reflects the full impact of the saving however, as the Service is part funded by the HRA, the impact on the General Services budget is £0.035m.</p> <p>There are 33.1 FTE posts, including 15 FTE Community Warden posts, within the Service. This saving proposes a reduction of 3 FTE Community Wardens.</p>	3.0	0.035
SWR03	Performance and Support	Efficiency and Outturn	<p>Administration Staffing Structure</p> <p>From the consideration of current back office services and processes, a saving of £0.175m can be achieved in 2019/2020.</p> <p>Savings will be achieved through improvements in booking systems, merging of support tasks, streamlining of complaints and Freedom of Information processes, and the removal of vacant posts across the Service.</p> <p>There are 177.4 FTE administration posts within the current structure. This saving proposes a reduction of 8.0 FTE posts to 169.4 FTE, saving £0.175m per annum.</p>	8.0	0.175

Appendix 2a – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE Removed / Reduced	Saving £m Removed / Reduced
SWR09	Adult and Older People	Service Impact	<p>Redesign of Day Opportunities and Older People Weekend Services</p> <p>The older people day care weekend services currently operate from three locations; Meldrum House (East Kilbride), Harry Heaney Centre (Rutherglen) and Newberry Rooney Centre (Hamilton). The current number of service users attending at the weekend is exceptionally low:</p> <ul style="list-style-type: none"> Meldrum House, East Kilbride (24 place establishment): 8 service users on a Saturday and 6 service users on a Sunday. Harry Heaney Centre, Rutherglen (24 place establishment): 8 service users on a Saturday and 6 service users on a Sunday. Newberry Rooney Centre, Hamilton (24 place establishment): 6 service users on a Saturday and 6 service users on a Sunday. <p>It is proposed that the weekend service is re-provisioned, with minimum disruption to service users. There will be no loss to the overall number of days provided to each service user as the extra service provision required during the week can be accommodated within existing service provision.</p> <p>This will enable a saving of £0.060m to be achievable in 2019/2020 from a reduction in transport costs.</p>	-	0.060
Total Removed / Reduced Savings				35.5	1.481

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
--------------------	---------	--	---------------------------------------	--------------	-----------

2019/2020 South Lanarkshire Leisure and Culture Removed / Reduced Savings

SLL01	Culture	Efficiency and Outturn	<p>Halls Staffing Restructure Through consideration of staffing requirements across halls within South Lanarkshire, a saving of £0.069m can be realised through a reduction in staffing levels at the following halls:</p> <table><tr><th>Location / Post</th><th>Current Hours Per Week</th><th>Revised Hours Per Week</th><th>Reduction Proposed</th><th>Total Saving (£m)</th></tr><tr><td>Fernhill Hall:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>111</td><td>96</td><td>15</td><td></td></tr><tr><td>Cleaners</td><td>24</td><td>12</td><td>12</td><td>0.014</td></tr><tr><td>Cambuslang Institute:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>89</td><td>79</td><td>10</td><td>0.006</td></tr><tr><td>Blacklaw Hall:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>39</td><td>29</td><td>10</td><td>0.005</td></tr><tr><td>Burnbank Hall:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>101.75</td><td>85.75</td><td>16</td><td>0.009</td></tr><tr><td>The Fountain:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>98</td><td>92</td><td>6</td><td>0.003</td></tr><tr><td>Stonehouse Hall:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>175.45</td><td>138.45</td><td>37</td><td>0.019</td></tr><tr><td>Rowan Hall (closed)</td><td>16</td><td>0</td><td>16</td><td>0.008</td></tr><tr><td>*Cameronian Hall:</td><td></td><td></td><td></td><td></td></tr><tr><td>Hall Keepers</td><td>20</td><td>10</td><td>10</td><td>0.005</td></tr><tr><td>Total</td><td>674.20</td><td>542.20</td><td>132</td><td>0.069</td></tr></table> <p>*Although Cameronian Hall is no longer operational, the full hours have not been realised as a saving as the Hall Keeper is still required to cover lets which have been relocated to alternative venues.</p> <p>Current opening hours of the above halls will be unaffected by this proposal. This proposal will result in a reduction of 3.8 FTE.</p>	Location / Post	Current Hours Per Week	Revised Hours Per Week	Reduction Proposed	Total Saving (£m)	Fernhill Hall:					Hall Keepers	111	96	15		Cleaners	24	12	12	0.014	Cambuslang Institute:					Hall Keepers	89	79	10	0.006	Blacklaw Hall:					Hall Keepers	39	29	10	0.005	Burnbank Hall:					Hall Keepers	101.75	85.75	16	0.009	The Fountain:					Hall Keepers	98	92	6	0.003	Stonehouse Hall:					Hall Keepers	175.45	138.45	37	0.019	Rowan Hall (closed)	16	0	16	0.008	*Cameronian Hall:					Hall Keepers	20	10	10	0.005	Total	674.20	542.20	132	0.069	3.8	0.069
Location / Post	Current Hours Per Week	Revised Hours Per Week	Reduction Proposed	Total Saving (£m)																																																																																											
Fernhill Hall:																																																																																															
Hall Keepers	111	96	15																																																																																												
Cleaners	24	12	12	0.014																																																																																											
Cambuslang Institute:																																																																																															
Hall Keepers	89	79	10	0.006																																																																																											
Blacklaw Hall:																																																																																															
Hall Keepers	39	29	10	0.005																																																																																											
Burnbank Hall:																																																																																															
Hall Keepers	101.75	85.75	16	0.009																																																																																											
The Fountain:																																																																																															
Hall Keepers	98	92	6	0.003																																																																																											
Stonehouse Hall:																																																																																															
Hall Keepers	175.45	138.45	37	0.019																																																																																											
Rowan Hall (closed)	16	0	16	0.008																																																																																											
*Cameronian Hall:																																																																																															
Hall Keepers	20	10	10	0.005																																																																																											
Total	674.20	542.20	132	0.069																																																																																											

Appendix 2b – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m																												
SLL02	Culture	Service Impact	<p>Community Managed Halls Proposal to reduce the current level of staffing support offered within 5 of the 9 community managed halls, saving £0.027m per annum. This looks to develop consistency in the support provided across similar types of halls. Currently there are 311.55 staffing hours (9 FTE) employed across the following halls:</p> <table><tr><th>Location</th><th>Current Staffing Hours</th><th>Revised Hours</th><th>Proposed Reduction</th></tr><tr><td>Tenants Association of Coatshill and Thornhill (TACT) Community Hall</td><td>77.3</td><td>59.8</td><td>17.5</td></tr><tr><td>Uddingston Community Centre</td><td>69.25</td><td>60.0</td><td>9.25</td></tr><tr><td>Douglas St Brides</td><td>68.5</td><td>54.5</td><td>14</td></tr><tr><td>Larkhall Community Centre</td><td>57</td><td>54.5</td><td>2.5</td></tr><tr><td>Netherburn Community Hall</td><td>39.5</td><td>34.5</td><td>5</td></tr><tr><td>Total</td><td>311.55</td><td>263.3</td><td>48.25</td></tr></table> <p>The proposal would see a reduction of 48.25 hours, from 311.55 hours to 263.3 hours. Of this, 28.25 hours are currently vacant.</p> <p>The proposed reductions at Douglas St Brides, Uddingston and Netherburn are already being realised due to vacancies.</p>	Location	Current Staffing Hours	Revised Hours	Proposed Reduction	Tenants Association of Coatshill and Thornhill (TACT) Community Hall	77.3	59.8	17.5	Uddingston Community Centre	69.25	60.0	9.25	Douglas St Brides	68.5	54.5	14	Larkhall Community Centre	57	54.5	2.5	Netherburn Community Hall	39.5	34.5	5	Total	311.55	263.3	48.25	1.4	0.027
Location	Current Staffing Hours	Revised Hours	Proposed Reduction																														
Tenants Association of Coatshill and Thornhill (TACT) Community Hall	77.3	59.8	17.5																														
Uddingston Community Centre	69.25	60.0	9.25																														
Douglas St Brides	68.5	54.5	14																														
Larkhall Community Centre	57	54.5	2.5																														
Netherburn Community Hall	39.5	34.5	5																														
Total	311.55	263.3	48.25																														
SLL03	Culture	Efficiency and Outturn	<p>Staffing Requirements (Hamilton Town House) A saving of £0.012m can be realised through the non-filling of vacant hours arising as the result of a Senior Technician opting for flexible retirement. This will result in a reduction to the establishment of 0.4 FTE. All duties will be realigned across the remaining employees, therefore there will be no impact on service provision.</p>	0.4	0.012																												

Appendix 2b – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m										
SLL09	Outdoor, Country Parks, Museums and Libraries	Service Impact	<p>Libraries – Opening Hours</p> <p>An assessment of operational hours and attendance levels has been carried out across Community Libraries, which has identified the ability to reduce the opening hours at 5 community libraries across the South Lanarkshire area in line with current demand. As a result, a saving of 1.43 FTE and £0.031m can be achieved.</p> <p>The change in hours for each library has been programmed to complement the opening times of an alternative library within a reasonable proximity.</p> <p>In addition to this, the new online virtual library has been launched which provides free 24hr access to eBooks, audio Books, newspapers, comics and magazines.</p> <p>The proposal is to reduce the opening hours at Halfway, Hillhouse, Forth, Bothwell and Uddingston libraries.</p> <p>Further information on current opening hours and proposed revised hours, along with information on the average usage levels and the reasons behind the proposed changes, is available separately and will be distributed to members.</p>	1.43	0.031										
SLL10	Outdoor, Country Parks, Museums and Libraries	Efficiency and Outturn	<p>Library Staffing Structure</p> <p>Following consideration of the current management staffing structure within Library Services, a saving of £0.070m can be realised in 2019/2020. The saving will be achieved through a reduction in the following staffing teams:</p> <table><tr><td colspan="2">Proposed FTE Reduction</td></tr><tr><td>Community Librarian</td><td>0.41</td></tr><tr><td>Team Leader</td><td>0.55</td></tr><tr><td>Information Services</td><td>1.45</td></tr><tr><td>Total</td><td>2.41</td></tr></table> <p>This proposal will have no impact on the operational hours of libraries.</p>	Proposed FTE Reduction		Community Librarian	0.41	Team Leader	0.55	Information Services	1.45	Total	2.41	2.41	0.070
Proposed FTE Reduction															
Community Librarian	0.41														
Team Leader	0.55														
Information Services	1.45														
Total	2.41														

Appendix 2b – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m
SLL12	Sport and Physical Activity	Service Impact	<p>Leisure Centres – Opening Hours Analysis of usage levels at leisure centres shows poor attendance at certain times of the week. Based on this information, consideration of the current opening hours at the following leisure facilities allows a saving of £0.109m to be realised in 2019/2020:</p> <ul style="list-style-type: none"> Reduction of 0.95FTE at Forth Leisure Centre through a reduction in opening hours (£0.021m) Reduction of 0.08FTE at Biggar Dual Use Facility through a reduction in opening hours (£0.003m) Reduction of 0.16FTE at Strathaven Leisure Centre through a reduction in opening hours (£0.004m) Reduction of 1.18FTE at Uddingston by closing the facility on Sundays (£0.023m) Reduction of 0.22FTE at Stewartfield Leisure Centre through a reduction in opening hours (£0.004m) Reduction of 1.89FTE at Coalburn Leisure Centre through a reduction in opening hours (£0.054m) <p>This will result in a reduction of 4.48FTE.</p> <p>Further information on current opening hours and proposed revised hours, along with information on the average usage levels and the reasons behind the proposed changes, is available separately and will be distributed to members.</p>	4.48	0.109
SLL14	Sport and Physical Activity	Service Impact	<p>Duncanrig and Uddingston Dual Use Facilities – Open in Term Time Only A saving of £0.020m can be realised in 2019/2020 through the implementation of revised opening hours at Duncanrig and Uddingston Dual Use facilities, on the basis that there are alternative sites where current bookings could be accommodated. This proposal would see the facilities being available during term time only.</p> <p>The facilities would still be available for use by schoolchildren during the day.</p> <p>This would result in a reduction of 0.66 FTE.</p> <p>Further information on average usage levels during term time and non-term time periods is available separately and will be distributed to members.</p>	0.66	0.020

Appendix 2b – Savings Removed / Reduced

Resource Reference	Service	Savings Type (Approved, Efficiency and Outturn, Charging, Service Impact)	Name, and Brief description of Saving	Employee FTE	Saving £m										
SLL15	Sport and Physical Activity	Charging	<p>Activage Membership – Increase £56.25 to £60 per annum – SAVING REDUCED</p> <p>Original Saving: The Activage membership is available to all South Lanarkshire residents aged 60+. The membership allows access to all mainstream leisure activities and a number of bespoke classes.</p> <p>An increase to the annual Activage membership fee from £56.25 to £60 per annum is proposed. This is the equivalent of an increase of £0.07 per week in 2019/2020.</p> <p>Membership levels have increased over the years as follows:</p> <table><tr><td>2014</td><td>6,176</td></tr><tr><td>2015</td><td>6,891</td></tr><tr><td>2016</td><td>7,421</td></tr><tr><td>2017</td><td>8,064</td></tr><tr><td>2018</td><td>8,944</td></tr></table> <p>The proposed prices for the Activage membership are still considerably lower than those of neighbouring authorities. At present, the Glasgow Life concession membership is £200 per annum, and the North Lanarkshire Leisure annual membership for residents aged 65+ is £240. The current option to pay in 2 instalments will continue.</p> <p>£0.017m of this saving is removed. An increase to the annual Activage membership fee from £56.25 to £57.95 per annum is proposed (3%). This is the equivalent of an increase of £0.03 per week in 2019/20.</p>	2014	6,176	2015	6,891	2016	7,421	2017	8,064	2018	8,944	-	0.017
2014	6,176														
2015	6,891														
2016	7,421														
2017	8,064														
2018	8,944														
Total South Lanarkshire Leisure and Culture Removed / Reduced Savings				14.58	0.355										

Report

3

Report to: **South Lanarkshire Council**
 Date of Meeting: **27 February 2019**
 Report by: **Executive Director (Finance and Corporate Resources)**

Subject: **Revenue Budget and Level of Local Taxation 2019/2020**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ outline the outcome of the budget process and the content of the Revenue Budget for 2019/2020;
- ◆ adopt the revenue budget for 2019/2020 as summarised at Section 5 of this report and the base budget allocation to Resources at Appendix 1; and
- ◆ note the level of Council Tax for 2019/2020.

2. Recommendation(s)

2.1. The Council is asked to approve the following recommendation(s):-

- (1) that the revenue budget for 2019/2020, as summarised in Section 5, and the base budget allocated to each Resource as shown in Appendix 1, be approved;
- (2) that on the basis that the budget is conditional on the receipt of the Local Government Finance (Scotland) Order 2019, a report be submitted to the next meeting confirming receipt of the Local Government Finance (Scotland) Order 2019, to allow the condition to be purified;
- (3) that the level of Council Tax for 2019/2020 of £1,168 (Council Tax Band D), be noted;
- (4) that governance arrangements, incorporating the Performance and Review Scrutiny Forum, the Risk and Audit Scrutiny Committee and the Financial Resources Scrutiny Forum, be continued; and
- (5) that the continued work required to finalise the detailed revenue budget of the Council for 2019/2020, as outlined at Section 13 of this report, be approved.

3. Background

3.1. Earlier in this meeting, a report was presented which updated the Revenue Budget position for 2019/2020, including a package of savings and council tax level for approval. Assuming approval of these proposals, the budget for 2019/2020, including the proposed Council Tax has now been prepared on this basis, subject to the approval of the Local Government Finance (Scotland) Order 2019 by the Scottish Parliament. Should any changes be agreed to the proposals for 2019/2020, updated figures for this report will be provided verbally.

4. Principles Applied in Budget Formation

4.1. The income yield from the level of tax which is recommended, together with the amount of government grant advised by the Scottish Government will fund the proposed expenditure in 2019/2020.

- 4.2. The Local Government Finance settlement provided by the Scottish Government in December 2018 (updated January 2019), provided grant settlement figures for the financial year 2019/2020.
- 4.3. The process to identify the level of expenditure needed to maintain the Council's services in 2019/2020 started in early 2018. Using the 2018/2019 budget as a starting point to reflect the Council's priorities, projections were made into 2019/2020. A number of adjustments were applied to core service budgets through the rollover process to include known commitments and additional budget priorities.
- 4.4. A package of efficiency savings totalling £11.345 million has been presented to Members for approval in an earlier report to this meeting. These have been incorporated into the Resource positions detailed at Appendix 1. The Council's strategy of seeking efficiency savings is consistent with the principles of best value.

5. Total Revenue Budget Summary

- 5.1. The total budget for 2019/2020 is now £720.148 million.
- 5.2. The detailed allocation of the budget to each Resource is shown at Appendix 1 for consideration of the Council in finalising the level of Council Tax. The statutory deadline for this announcement is 11 March 2019.
- 5.3. The main figures from Appendix 1 are summarised below:-

Current Year Base Budget £m		2019/2020 Proposed Budget £m
844.886	Total Services' Gross Expenditure (App 1, page ii)	870.530
<u>(200.663)</u>	Deduct: Total Services Gross Income (App1, page ii)	<u>(199.252)</u>
644.223	Net Service Spending	671.278
57.780	Add: Loan Charges	54.085
4.292	Add: Corporate Items	7.103
<u>(11.934)</u>	Deduct: Surplus from Trading Operations	<u>(12.318)</u>
694.361	Net Expenditure	720.148

- 5.4. **Local Government Finance (Scotland) Order** – The Local Government Finance (Scotland) Order will be debated by the Parliament on 7 March 2019.
- 5.5. As the Finance Order has not yet been approved, the budget figures included in this report are based on the information received from the Scottish Government through finance circulars and updates as at 31 January 2019.
- 5.6. The budget is conditional on the approval of the Local Government Finance (Scotland) Order 2019. A Finance Circular confirming this will be issued on 7 March 2019 if the Order is approved. A report will be submitted to the next meeting confirming receipt of the Local Government Finance Order 2019 to allow the condition to be purified.

6. Government Grant

- 6.1. The Government Grant allocated to the Council for year 2019/2020 was announced in December 2018, and subsequently updated on 31 January 2019 as part of the Stage 1 Budget Bill. As noted in section 5.5, the budget is based on the information

received from the Scottish Government through finance circulars and updates as at 31 January 2019. Any further changes will be reported to Members following the approval of the Finance Order.

- 6.2. The base for the overall grant allocation is the 2019/2020 Total Revenue Support figure, which is calculated using an extensive formula, including adjustments which take account of each council's ability to raise taxes locally.
- 6.3. The level of grant from the Government includes the effect of the 'Floor Adjustment' made by the Scottish Government as part of the grant allocation formula. The floor adjustment ensures that no council exceeds a maximum level of grant decrease. The maximum level of grant decrease has been set at 2.52%. Through the floor adjustment, South Lanarkshire received £4.423 million in 2019/2020.
- 6.4. The Total General Revenue Funding allocation notified by the Scottish Government on 17 December 2018 (updated 31 January 2019), was £570.132 million after taking account of the additional grant of £5.388 million announced as part of the Stage 1 Budget Bill, to the Council by the Scottish Government on 31 January 2019.
- 6.5. In a letter from the Scottish Government accompanying the grant figures, it is stated that this General Revenue Funding figure (of £570.132 million) is part of a package of funding whereby Scottish Government will work in partnership with local government to implement the budget and the joint priorities in return for the full funding package. These include expansion of Free Personal Care, commitment to maintain pupil / teacher ratios, contributing to Teachers' Pay increases and supporting the expansion of Early Years provision and continuing financial support for social care.
- 6.6. Grant for 2019/2020 now totals £570.132 million and consists of the following:

	£m
Specific Grants	28.144
Non-Domestic Rate Income	341.166
General Revenue Grant	200.822
Total General Revenue Funding	570.132

- 6.7. Government grant and non-domestic rates income together meet over 79% of the Council's current expenditure and related loan charges. Because of this relatively large proportion from central sources, changes in grant levels have a significant impact on the amount of funding to be found from the local community.

7. Non-Domestic Rates

- 7.1. As part of the Finance Settlement, the Scottish Government have advised of a number of changes to non domestic rates as detailed below.
- 7.2. The Scottish Government continues to set the level of non-domestic rate poundage. The increase on the rate for 2019/2020 is provisionally set at 1.0p resulting in a rates poundage figure of 49.0p for 2019/2020. In addition, the large business supplement is provisionally set at 2.6p, no change from 2018/2019, and the supplement will only be applicable, as was the case in 2018/2019, to properties with a rateable value over £51,000.
- 7.3. The Small Business Bonus Scheme (SBBS), designed to grant relief on rates to small businesses depending on the combined rateable value of their business properties in Scotland, remains unchanged from 2018/2019. The threshold for 100%

relief remains at £15,000 and the levels of relief will continue to range from 25% to 100%.

- 7.4. The Business Growth Accelerator introduced on 1 April 2018, suspends the Non Domestic Rates liability for new build properties until 12 months after they are first occupied and ensures that improved properties will not see increases in the Non Domestic Rates bill resulting from the improvements until 12 months after completion of the works. Following development work through the Barclay Review, all new build properties will be entered on the roll by the Assessor at the point of existence, and not delayed as was previously intended.
- 7.5. A new relief is proposed for all new broadband fibre lit on or after 1 April 2019 for a ten year period, up to 31 March 2029. This relief will be awarded on the basis of a certificate awarded by the Assessor upon request. It will be awarded under de minimis rules.
- 7.6. No other Non Domestic Rate changes are proposed for 2019/2020 at this time, with other reliefs rolling forward unchanged from 2018/2019.

8. Council Tax and Other Balances

- 8.1. The final options in relation to the funding package for the proposed expenditure are the generation of Council Tax and the utilisation of the Council's surpluses.
- 8.2. As in previous years, it is recommended that the surpluses forecast to be generated by the Trading Operations should be used to minimise any increase in the level of overall budget. A figure of £12.318 million is estimated for trading surpluses in 2019/2020.
- 8.3. This leaves for consideration the level of Council Tax which is property based. All houses are classified into eight bands, A to H, with band H properties paying more than three times the level of band A. The Council's declared tax is for band D and all other rates are fixed using the following scale:

Property Ranges and Proportion of Band D Payable

Property Ranges in South Lanarkshire for Council Tax			
Property Value Range	Band	Proportion of Band D Tax Payable	Proportion of South Lanarkshire Property in each band January 2019
£27,000 and under	A	67%	23.93%
£27,001 to £35,000	B	78%	19.97%
£35,001 to £45,000	C	89%	17.11%
			(Total A to C: 61.01%)
£45,001 to £58,000	D	100%	13.69%
£58,001 to £80,000	E	131%	12.82%
£80,001 to £106,000	F	162%	7.96%
£106,001 to £212,000	G	196%	4.16%
Over £212,000	H	245%	0.36%

- 8.4. The Council's declared tax will be at the Band D level but only around 20,792 properties (13.69%) are in band D. Over the past few years, there has been an upward movement in the valuation of properties. However, approximately 61.01% of

properties still remain in Bands A, B and C, so the effect of any increase in Council Tax is reduced by 33%, 22% and 11% respectively for most properties.

- 8.5. The number of houses in the tax base for South Lanarkshire now exceeds 151,900 as advised by the Assessor for the Lanarkshire Valuation Joint Board. From this figure, an allowance is deducted for single person discounts, students, disabled, vacant premises etc. to produce an estimated yield for £1 on a Band D basis at 100% collection of £134,418.
- 8.6. Calculating the cost to the local community, the Council must set an appropriate level allowing for non-collection. Council Tax collection rates have improved markedly in recent years due to the number of changes initiated by the Council.
- 8.7. A yield of £130,554 for £1 tax at Council Tax Band D has been used in the 2019/2020 budget (an increase on 2018/2019 due to an increase in the number of properties). At 97.125%, this represents a continuation of the collection rate performance achieved in recent years.
- 8.8. A 3% increase in Council Tax (as detailed in the Overall Position of Revenue Budget 2019/2020, Savings Proposals and Council Tax Report) set the Council Tax Band D at £1,168.

9. Governance Arrangements

- 9.1. The responsibilities of the Performance and Review Scrutiny Forum include overseeing the Council's strategy and approach to Best Value, improvement and performance management. This includes Local Government Benchmarking Framework Indicator results and the Council's responsibilities in respect of Public Performance Reporting.
- 9.2. The Financial Resources Scrutiny Forum has continued its role in reviewing financial activity and has maintained its regular pattern of assessing budgetary trends and the performance of the Council's Trading Operations.
- 9.3. The Risk and Audit Scrutiny Committee has continued to receive both internal and external audit reports, and also approves the Council's Annual Accounts.
- 9.4. Each Committee receives reports on its Resource's financial performance at meetings throughout the year. The Executive Committee takes an overview of the Council's financial position on a regular basis.
- 9.5. The importance of these Governance arrangements is acknowledged and the current level of scrutiny and control will be maintained going forward.

10. Summary of Overall Position and Options

- 10.1. The overall budget for financial year 2019/2020, including income and expenditure is summarised as follows:

Indicative Budget for 2019/2020	£720.148m
<u>Deduct:</u> Government Grant	£570.132m
<u>Deduct:</u> Assumed Government Funding - Teachers Pension Contribution Rate	£5.709m
<u>Deduct:</u> Debt Flexibility Reserve	£5.300m
<u>Deduct:</u> Capital Fund / Receipts Reserve	£4.000m
<u>Deduct:</u> Use of 2018/2019 Underspend from Reserves	£3.000m
Resultant Net Sum to be Funded Locally	£132.007m

10.2. The net sum to be funded locally comprises:

Gross Council Tax 2019/2020	£152.487m
<u>Deduct: Council Tax Reduction Scheme</u>	<u>(£20.480m)</u>
Resultant Net Sum to be Funded Locally	£132.007m

Estimated Product of £1 Gross Council Tax at 97.125% collection £130,554

11. Future Years Budgets

11.1. The Executive Committee approved a budget strategy in August 2018 covering years 2019/2020 to 2021/2022 and the report also included a longer term outlook to 2028/2029. At that point in time, the assumptions within the strategy projected that the government grant available would reduce across all the years of the strategy.

12. Further Actions Required

12.1. Should the Council approve recommendations 1-2 outlined at Section 2 of this paper, then the following actions will be required to finalise the Council's revenue budget for 2019/2020:

- The final grant will be confirmed following the approval of the Finance Order by the Scottish Parliament, and the budgets will be implemented by Service Managers for 2019/2020 and a Service Summary will be produced for information.
- The Band D Council Tax for 2019/2020 will be applied at the figure decided.
- Necessary billing and collection mechanisms will be set in motion. The ten monthly Council Tax instalments will commence in April.
- Appropriate scrutiny will continue to ensure the process of reviewing budgetary performance is continued.

13. Employee Implications

13.1. None.

14. Financial Implications

14.1. As outlined in report.

15. Other Implications

15.1. There are no significant issues in terms of sustainability or risk arising from the recommendations in this report.

16. Equality Impact Assessments and Consultation Arrangements

16.1. Where savings proposals have identified potential negative impact on service users, appropriate consultation and engagement will take place with those who may be affected.

16.2. In terms of consultation, the Trade Unions have been consulted. In addition, targeted Public Consultation on the budget has been carried out. Members have received a report covering the consultation.

16.3. Equality Impact Assessments have been undertaken for all relevant savings proposals and have been provided to Members. For details of work undertaken,

please contact the Employee Development and Diversity Manager, Finance and Corporate Resources.

- 16.4. The Fairer Scotland Duty (Part 1 of Equality Act 2010) came into force in Scotland in April 2018. It places a legal responsibility on the Council to actively consider how it can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions. It does not override other considerations such as equality or best value.
- 16.5. The Duty is set at a strategic level and is applicable to the key, high-level decisions that the public sector takes. Preparation of the annual budget is considered to be relevant for a Fairer Scotland Duty impact assessment. An assessment in line with the requirements of the Fairer Scotland Duty is available to Members.

Paul Manning

Executive Director (Finance and Corporate Resources)

19 February 2019

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ South Lanarkshire Council, 27 February 2019
- ◆ Executive Committee, 13 February 2019

List of Background Papers

- ◆ Local Government Finance Settlement 2019/2020 - Finance Circular 8/2018
- ◆ Stage 1 Budget Bill - 31 January 2019

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Paul Manning, Executive Director, Finance and Corporate Resources

Ext: 4530 (Tel: 01698 454530)

E-mail: paul.manning@southlanarkshire.gov.uk

South Lanarkshire Council
2019/2020 Revenue Budget Summary

	2018/19 Base Budget	2019/20 Rollover	2019/20 Savings	2019/20 Proposed Base Budget
	£m	£m	£m	£m
Community and Enterprise Resources	115.294	3.890	(3.355)	115.829
Education Resources	316.598	28.524	(1.485)	343.637
Finance and Corporate Resources	36.908	(5.418)	(2.990)	28.500
Housing and Technical Resources	17.702	0.007	(1.218)	16.491
Social Work Resources	155.358	10.141	(0.602)	164.897
Joint Boards	2.363	(0.439)	0.000	1.924
Total of all Resources plus Joint Boards	644.223	36.705	(9.650)	671.278
Other Budget Items:				
Loan Charges	57.780	(3.471)	(0.224)	54.085
Corporate Items	4.292	3.020	(0.209)	7.103
Trading Services' Surpluses	(11.934)	0.878	(1.262)	(12.318)
Total Base Budget 2018/2019	694.361			
Total Proposed Budget 2019/2020		37.132	(11.345)	720.148

The 2018/19 base figures include budget adjustments approved during 2018/2019.

South Lanarkshire Council 2019/2020

Revenue Budget Summary

Budgetary Category	2018/2019 Base Budget £m	2019/2020 Proposed Base Budget £m
Employee Costs	415.346	434.168
Property Costs	49.848	48.936
Supplies and Services	33.338	34.969
Transport and Plant Costs	21.545	21.426
Administration Costs	10.814	10.376
Payments to Other Bodies	49.620	51.946
Payment to Contractors	179.210	185.982
Transfer Payments (Housing & Council Tax Benefit)	83.109	80.809
Financing Charges (Leasing Costs)	2.056	1.918
Total Expenditure	844.886	870.530
Total Income	(200.663)	(199.252)
Net Expenditure	644.223	671.278
Other Budget Items:		
Loan Charges	57.780	54.085
Corporate Items	4.292	7.103
Trading Services' Surpluses	(11.934)	(12.318)
Total Base Budget 2018/2019	694.361	
Total Proposed Budget 2019/2020		720.148

