

For: (x) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 80%; padding: 2px;">Executive CLMT</td> <td style="width: 20%; padding: 2px; text-align: center;"> <input checked="" type="checkbox"/> <input type="checkbox"/> </td> </tr> </table> Meeting Date: 4 March 2013 Report of: Head of Policy and Performance Report author: Nicola Perry	Executive CLMT	<input checked="" type="checkbox"/> <input type="checkbox"/>	Agenda Item Number: 8
Executive CLMT	<input checked="" type="checkbox"/> <input type="checkbox"/>		

Subject: Chief Executive's Department: Budget Reductions 2013/14 Lead Executive Member(s): Cllr Simmons and Cllr Harris Wards Affected: All	Consultations: Councillors <input checked="" type="checkbox"/> Scrutiny <input type="checkbox"/> Stakeholders <input type="checkbox"/> Others <input type="checkbox"/>	(x) x <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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Recommendations	
1. That the Executive approve the following 2013/14 budget reductions for the Chief Executive's Department:	
The voluntary separation of two employees from 31/3/13	£ 92k
The deletion of part time vacancies	£ 24.5k
Base budget reductions	£ 83.5k
TOTAL	£ 200k

Background
<p>2. The Executive will be aware that over the past two financial years the Chief Executive's Department has saved in the region of £800k. This has predominantly been as a result of a major staffing restructure in 2011.</p> <p>3. As part of the Council's £48 million budget reductions over the next three years, the Chief Executive's Department must find a further £850k. This is currently profiled as:</p> <div style="margin-left: 40px;"> 2013/14 - £200k 2014/15 - £490k 2015/16 - £160k </div> <p>4. This report focuses on the reductions to be delivered in 2013/14. The Executive will receive a further report in a few months time about the other reductions which will be realised through another fundamental restructure of the Chief Executive's Department.</p>

The current position
<p>5. The Chief Executive's Department is relatively small consisting of around 50 employees and an overall budget of £3.45 million.</p> <p>6. In 2013/14 the target of £200k can be delivered without any major impact on staff or service delivery.</p>

Goals and Objectives
<p>7. Both the Chief Executive and the Head of Policy and Performance have set out their Vision for the Department in 2016. Within significantly reduced resources, the Department will:</p> <ul style="list-style-type: none"> • Proactively plan for and deliver legislative changes affecting democratic participation • Provide efficient and effective democratic support arrangements, having worked with elected

members to review council meetings and introduced improved efficiencies across all democratic functions

- Continue to protect citizens and communities through the implementation of the social justice framework, and embedding policy and practice through the Council
- Continue to work with key partners and use external funding opportunities to tackle extremism and promote and safeguard community cohesion
- Proactively manage the relationship with the voluntary sector to obtain the best outcomes for Luton citizens.
- Provide efficient and effective communication and engagement mechanisms in order to determine local priorities, including extending the use of social media and embracing new communication technologies and trends to widen our reach and save money
- Explore and exploit appropriate, innovative ways to maximise income generation through sponsorship and advertising
- Work with our media partners to enhance the positive profile of Luton regionally, nationally and internationally – building a positive reputation.
- Strengthen the performance management function to drive service delivery across the Council – including the development of clear, timely, accessible, and consistent performance reporting.

8. In order to deliver this vision for the Council, the Chief Executive and Head of Policy and Performance have decided that the fundamental restructure would need to take effect from 2014/15. This enables significant staff expertise to be retained within the Department for as long as possible.

Proposal

9. In order to deliver the £200k budget reduction for 2013/14, the Executive is requested to approve the following:

The voluntary separation of two employees from 31/3/13	£92k
The deletion of part time vacancies	£24.5k
Base budget reductions	£83.5k
TOTAL	£200k

Key Risks

10. If these budget reductions are not approved, it will mean that the restructure of the Department in 2014/15 will be required to deliver further cuts (ie the deletion of more posts). This will have a significant impact on the Department's ability to deliver support services to other departments, elected members and citizens.

Consultations

11. All staff in the Chief Executive's Department have been consulted about the budget reductions, and impending restructure.

12. Key elected members have been consulted.

13. The unions have also been consulted on an informal basis.

Appendices attached:

None

Background Papers:

None

IMPLICATIONS

		Clearance – agreed by:
Legal	Employees whose positions have been made redundant could seek to pursue claims for unfair dismissal and/or a protective award. Providing the Council can demonstrate a genuine need for redundancies (such a budgetary pressures) and follows a fair procedure, the risk of employees being successful will be minimised	Brenda Vale 07/02/13
Finance	The financial implications are set out in the body of the report.	Finance and Airport Client Manager on 14 th February 2013
Integrated Impact Assessment (IIA) – Key Points		
Equalities/ Cohesion/Inclusion (Social Justice)	IIA is not required as there is no direct impact on staff or service provision.	Agreed Sandra Legate Equality and Diversity Policy Manager 11 th February 2013
Environment	This report does not have any environmental implications.	Agreed by Strategy & Sustainability Manager on the 13/02/2013
Health	The positive health impacts to the population of Luton continues to be positive, given the support the department offers on issues relating to cohesion, social justice and the voluntary sector and will contribute to positive mental wellbeing and ultimately higher health outcomes - this stance is maintained for at least a year. However, there is the risk that these budget reductions (in the future) will potentially have negative health and wellbeing impacts on Luton's population if further reductions are not managed, ensuring that areas that determine positive health outcomes (such as the voluntary groups the department currently works with) are not adversely affected.	Chimeme Egbutah, Advanced Health Improvement Specialist 6 th February 2013
Community Safety	None	
Staffing	See proposal above.	
Other		

FOR EXECUTIVE ONLY - Options: Approve or reject the proposals.