



Additional / To Follow Agenda Items

This is a supplement to the original agenda and includes reports that are additional to the original agenda or which were marked 'to follow'.

Nottingham City Council Executive Board

Date: Tuesday, 21 July 2020

Time: 2.00 pm

Place: Remote - To be held remotely via Zoom -
<https://www.youtube.com/user/NottCityCouncil>

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Agenda

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Subject:	Council Financial Position – 2020/21 Budget Update
Corporate Director(s)/Director(s):	Laura Pattman, Strategic Director of Finance and S151 Officer
Portfolio Holder(s):	Councillor Sam Webster, Portfolio Holder for Finance, Growth and the City Centre
Report author and contact details:	Laura Pattman, Strategic Director of Finance and S151 Officer
Subject to call-in:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Key Decision:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Criteria for Key Decision:	
(a) <input type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision	
and/or	
(b) Significant impact on communities living or working in two or more wards in the City	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of expenditure:	<input type="checkbox"/> Revenue <input type="checkbox"/> Capital
Total value of the decision:	Nil
Wards affected:	All
Date of consultation with Portfolio Holder(s):	Throughout June and July
Relevant Council Plan Key Theme:	
Nottingham People	<input checked="" type="checkbox"/>
Living in Nottingham	<input checked="" type="checkbox"/>
Growing Nottingham	<input checked="" type="checkbox"/>
Respect for Nottingham	<input checked="" type="checkbox"/>
Serving Nottingham Better	<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):	
<p>This report provides an update on the 2020/21 Budget and the financial impact of the Covid-19 pandemic. It follows on from the Council Financial Position – Financial Risk Assessment report which was approved by Executive Board on 29 June 2020.</p> <p>The report set out the significant financial challenges resulting from the pandemic and the forecast budget gap in 2020/21 of £76.085m. There were a number of actions contained within the report including the requirement to identify and implement a minimum level of £15.5m of savings.</p> <p>Portfolio Holders and the Corporate Leadership Team (CLT) have been working together to identify savings and efficiencies over the past months. This report proposes new in year budget proposals of £12.505m which are detailed within Appendix 1a-j. Some of these proposals will be subject to public consultation ahead of Full Council on 5 October 2020.</p> <p>Other activity that has been undertaken to reduce the budget gap includes:</p> <ul style="list-style-type: none"> • A thorough and comprehensive review of earmarked reserves. • Continuation of the existing spending controls which includes ceasing non-essential spending and a recruitment freeze. • Longer term savings through opening of a Voluntary Redundancy Scheme. • Continue to work with Ministry of Housing, Communities and Local Government (MHCLG) and lobbying of Government for additional funding to fully support the increased expenditure and reductions in income as a direct result of Covid-19. 	
On 2nd July Government announced a further package of financial support for Local	

Government. The full details of this funding has not yet been confirmed, although initial estimates indicate that additional funding in the region of **£20m** may be received for 2020/21.

The latest budget gap is **£62.272m** and reflects the additional grant of **£3.723m** and new savings and efficiencies identified of **£12.505m**.

In September 2020 an updated Medium Term Financial Strategy (MTFS) which includes Quarter 1 2020/21 financial monitoring, a 2020/21 Interim Budget, updates following public consultation and any new updates in Government funding will be presented to Executive Board. This will then be presented to Full Council on 5 October where approval for the Interim Budget and MTFS will be requested.

Exempt information: None

Recommendation(s):

- 1 To note:
 - i. The latest 2020/21 budget gap of **£62.272m**
 - ii. That the S151 Officer will keep the financial position under continuous review, this includes a new corporate approach to reserves with the S151 Officer or Deputy S151 Officer approving all movements in reserves
 - iii. An updated MTFS will be presented to Executive Board in September ahead of Full Council on 5 October 2020
 - iv. Weekly financial appraisal of the financial position of the Council to be undertaken by the S151 Officer and Finance Leadership Team
- 2 To note, endorse and release the consultation proposals as set out in paragraph **2.3** and **Table 2** of the report for formal public, staff and Trade Union consultation, noting that further details relating to the individual proposals are contained within **Appendix 1a-j**

1 Reasons for recommendations

- 1.1 Prior to Covid-19 Councils have, for a number of years, operated in a challenging financial situation. In the period from 2010/11 to 2019/20 the Council has had to make cumulative savings totalling **£271.4m** and, prior to Covid-19, has had to make difficult financial decisions about the services it provides in order to close the budget gap.
- 1.2 The current Medium Term Financial Plan (MTFP) was approved by Council on 9 March 2020. The budget for 2020/21 included new savings of **£15.623m** and pressures of **£17.911m**. The budget was balanced for 2020/21 however the MTFP included projected budget gaps in 2021/22 and 2022/23 of **£24.565m** and **£30.075m** respectively.
- 1.3 This challenging budget position has resulted in the Council having four consecutive overspend outturn positions since 2016/17. The Executive Board on 29 June 2020 approved a draft 2019/20 outturn overspend position of **£6.754m**, of which **£2.924m** was directly attributable to Covid-19. Previous overspend positions from 2016/17 to 2018/19 were **£2.522m**, **£4.215m** and **£1.681m** respectively. In order to mitigate as much as possible the prior year overspends a series of one-off measures have been utilised which has reduced the Council's future budget flexibility. It should also be noted that the approved 2020/21 budget includes **£8.783m** of one-off items.
- 1.4 Executive Board on 29 June 2020 approved the Council Financial Position – Financial Risk Assessment report. This report considered the following:
 - The impact of Covid-19 on the overall financial position of the Council
 - April revenue monitoring (Period 1);

- Other significant financial issues unrelated to Covid-19 – including our capital programme and our financial risk exposure;
- The response to the overall financial position.

1.5 The April (Period 1) forecast showed a 2020/21 budget gap of **£76.085m**. The latest budget gap is **£62.272m** and reflects the additional grant and new savings and efficiencies identified of **£12.505m**. This represents a significant forecast overspend position for 2020/21.

The options for the Council are:

- Seek assurance that the full financial impact of Covid-19 will be covered by Central Government, as was promised at the start of the lock down period;
- If this is not forthcoming produce a revised MTFS to identify further savings and a further review of the adequacy of the Council's reserves;
- To consider in light of the two actions above whether a time may be reached when the S151 Officer issues a statutory S114 notice – the last resort option. The Chartered Institute of Public Finance has recently published updated guidance regarding this process in light of Covid-19.

1.6 This report provides an update on the strategy to close the forecasted 2020/21 budget gap, these measures include:

- Continuation of spending controls within the Council, this includes recruitment freeze and the ceasing of all non-essential spend;
- New in year 2020/21 savings and efficiency proposals;
- Review of earmarked reserves including the potential to temporarily release reserves which will be required to be paid back over the medium term;
- An updated MTFS which will be based on Quarter 1 2020/21 monitoring and will include the latest position on Government funding.

2 Background

2.1 Government Funding received to date

To date the Council has received **£19.823m** of Government funding from tranche 1 and 2 towards the costs of Covid-19.

On 2 July 2020 Robert Jenrick, the Secretary of State for Housing, Communities and Local Government, announced a further package of financial support for local government (tranche 3). This included:

- A further **£500m** of funding to cover local authority spending pressures;
- A scheme to compensate income losses from sales, fees and charges. All relevant losses will be compensated at 75 pence in the pound for losses above the first 5% of budgeted income;
- Phased repayment of Collection Fund deficits over the next three years.

The allocations for the additional national funding of **£500m** have been announced and Nottingham's allocation will be **£3.723m**.

At the time of writing this report the exact details of MHCLG's calculations and how much the Council's allocation will be in respect of this funding is as yet unknown. However, initial estimates indicate that additional funding in the region of **£20m** (including the **£3.723m** in relation to pressures) may be received for 2020/21.

It should be noted that even after this further funding there is still expected to be a significant budget challenge. The expectation is for Government to provide full financial assistance to enable the Council to fulfil its requirements to deliver services to the citizens of Nottingham by:

- Provide for the full cost incurred by local authorities in relation to Covid-19;
- Compensate for all reduced income from fees and charges that have been impacted by Covid-19;
- Underwrite the shortfall in Business Rates resulting from Covid-19 in full;
- Compensate the Council for any shortfall against budget regarding the level of Council Tax collected as a result of Covid-19 in full;
- Fund 100% of the Local Council Tax Support (LCTS) scheme to protect authorities against loss of council tax income due to an increase in claimants;
- Public Works Loans Board (PWLB) debt – increased flexibility and reduce interest rates for PWLB debt.

2.2 Monthly MHCLG returns

Throughout the pandemic the Council has been required to project the financial impact of Covid-19 on the 2020/21 budget and submit a monthly return to MHCLG. The third submission to MHCLG on 19 June 2020 was based on Period 1 monitoring. **Table 1** details items in addition to the Period 1 (April) monitoring included within the MHCLG return.

Budget Item	2020/21 £m
Period 1 Covid-19 extra spend and lost income	77.379
Additional Covid-19 items not in Period 1 forecast*	2.415
Unachievable 20/21 budget savings	8.162
Forecast Covid-19 Gap	87.957

*The additional Covid-19 items include £1m in relation to Childrens Social Care costs

2.3 New savings proposals of £12.505m for 2020/21

The Council Financial Position – Financial Risk Assessment report as approved at Executive Board on 29 June 2020 outlined the requirement for a minimum of **£15.5m** in year savings to assist in the financial challenge faced by the Council. Throughout June and July Portfolio Holders and the Corporate Leadership Team have been working together to identify new savings and efficiencies for 2020/21. **Table 2** below summarises the proposed savings by lead Portfolio with full details contained within **Appendix 1a-j**. These savings will be presented as part of the budget update report to September Executive Board and Council in October and will be subject to appropriate consultation.

It should be noted that not all proposals will require consultation as many of the proposals are in relation to the release of one off funds, service efficiencies, grant maximisation or relate to activities which cannot be undertaken due to Covid-19. Work is on-going to identify further savings and any updates will be included within the September Executive Board report.

Table 2: Portfolio Proposals	
Lead Portfolio	2020/21 £m
Adult Care & Local Transport	(5.909)
Children & Young People	(0.245)
Communities	(0.675)
Early Years, Education & Employment	(0.653)
Energy, Environment & Democratic Services	(0.639)
Finance Growth & the City Centre	(2.811)
Health, HR & Equalities	(0.427)
Housing, Planning & Heritage	(0.155)
Leisure, Culture & IT	(0.680)
Regeneration, Safety & Communications	(0.313)
Total	(12.505)

2.4 Voluntary Redundancy Programme

The Council will be using a voluntary redundancy (VR) approach to deliver further ongoing savings to support both the in-year and medium term financial position. This was approved on Friday 19 June 2020 by Appointments and Conditions of Service Committee (ACOS). The scheme is now open for expressions of interest and the scheme will close in August 2020. The cost associated with this programme will be met from a combination of existing budgets and reserves.

2.5 Other Significant Financial Issues and the use of Earmarked Reserves

The June Executive report set out a number of other significant financial issues which were being faced by the Council prior to Covid-19. The fact that the operating context is so impacted by Covid-19 has meant that some of these financial risks are manifesting in issues.

A thorough and extensive review of reserves has been undertaken and these will be included as part of the Medium Term Financial Strategy reported to Executive Board in September 2020.

All earmarked reserves will be held corporately with the S151 or Deputy S151 Officer approving any reserve movement requests. This will be considered in the context of the overall financial risk facing the council and the adequacy of reserves to cover the risk.

2.6 Collection Fund

The impact of Covid-19 is reducing the Council's income received from Council Tax and Business Rate income. This negative impact on the Collection Fund will materialise in 2021/22 and is therefore excluded from the 2020/21 in-year monitoring. It should be noted that this will be a significant pressure to the next MTFP for 2021/22+. The latest MHCLG announcement on 2 July 2020 outlined that support for pressures on Council Tax and Business Rates income will be addressed at the next spending review which is expected later in 2020. Given the proportion of funding that is generated from these areas, this will represent a significant impact on the future funding of the Medium Term Financial Outlook (MTFO).

2.7 Updated Budget gap for 2020/21

The mitigations outlined in this report shows that without further funding the budget gap for 2020/21 is **£62.272m** and is shown in **Table 3**. This excludes the impact of further Government funding in relation to Tranche 3 income compensation, any borrowing from reserves and the impact of non Covid-19 related issues.

Table 3 : Updated Budget gap	
Budget item	£m
Period 1 Covid-19 extra spend and lost income	77.379
Additional Covid-19 items not in Period 1 forecast	2.415
Unachievable 2020/21 budget savings	8.162
Gross Covid-19 Impact	87.957
Government Grants tranche 1 and 2	(19.823)
Government Grants tranche 3 (pressures)	(3.723)
Income compensation	TBC
Net Covid-19 Impact	64.411
Business As Usual (BAU) forecast overspend	3.612
Carried over 2019/20 Overspend	6.754
2020/21 Budget Gap	74.777
Savings and Efficiencies - Consultation Proposals	(12.505)
Remaining Budget Gap	62.272

It should be noted that the figures quoted above are based on Period 1 forecasts and continue to be based on assumptions around the estimated impact on services when lockdown is released and undoubtedly these forecasts will be subject to variation as more intelligence is gathered. The first quarter (Period 3) will form the basis of the next MHGLG return in July and will be reported as part of the next budget update.

Work continues with Portfolio Holders and CLT to identify new savings and review the latest financial impacts of the pandemic on the in-year forecast.

2.8 Medium Term Financial Strategy (MTFS)

Full monitoring of the 2020/21 budget position continues to take place every month and September Executive Board will be presented with a refreshed MTFS. This report will detail the Quarter 1 financial monitoring for 2020/21, a refreshed Medium Term Financial Outlook, updates following public consultation on the savings proposals, outcomes of the review of reserves and recommend a revised Budget to Full Council on 5 October 2020. This report will also include any further confirmed Government announcements on additional funding.

In addition to the regular forecasting, the Finance Leadership team will consider the weekly review of the financial position of the Council.

3 Other options considered in making recommendations

- 3.1 Throughout the period of review a number of individual cost reduction, income and investment options are considered. These in turn impact on the level of reserves. This report presents the final overall package of detailed proposals which together seek to balance levels of investment, cost reductions and an appropriate level of income.

4 Finance colleague comments (including implications and value for money/VAT)

4.1 The current and future financial climate for local government represents a significant risk to the Council's priorities and ambitions. Whilst the Council continues to make every effort possible to protect the front line delivery of services, it is clear that the position remains unsustainable without further financial support from Government to fully fund the impact of Covid-19.

5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

5.1 The reference to a notice under s114 is to a duty conferred by section 114 of the Local Government Finance Act 1988. That section sets out the duties and responsibilities that are required of the S151 officer in certain defined circumstances. In all other regards the proposals contained in the report raise no significant legal issues, nor do they raise any crime and disorder implications

6 Strategic Assets & Property colleague comments (for decisions relating to all property assets and associated infrastructure)

6.1 None

7 Social value considerations

7.1 None

8 Regard to the NHS Constitution

8.1 Not applicable

9 Equality Impact Assessment (EIA)

9.1 Has the equality impact of the proposals in this report been assessed?

Equality Impact Assessments are being carried out, where appropriate, for all relevant budget proposals.

10 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

10.1 None

11 Published documents referred to in this report

11.1 Council Financial Position – Financial Risk Assessment, 29 June 2020 Executive Board

<https://committee.nottinghamcity.gov.uk/documents/s104181/Council%20Financial%20Position%20-%20Financial%20Risk%20Assessment.pdf>

Medium Term Financial Plan (MTFP), 18 February 2020 Executive Board

<https://committee.nottinghamcity.gov.uk/ieListDocuments.aspx?CId=177&MId=7979>

Budget 2020/21 – 9 March 2020 City Council

<https://committee.nottinghamcity.gov.uk/documents/s101180/BUDGET%20202021.pdf>

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&A - Adults	Adults	Inter authority care provision costs	Rebase of inter authority care provision costs - post dispute resolution	One-off	(0.691)
2	C&A - Adults	Adults	Rebase of assumed costs	Rebase of assumed costs following package and aligned funding reviews	One-off	(0.602)
3	C&A - Adults	Adults	Non recurrent external funding	Non recurrent external funding that supports initiatives already captured in the 2020-21 MTFP	One-off	(0.050)
4	C&A - Adults	Adults	Assessment & Provision	Staffing review across Assessment & Provision to deliver efficiencies	Ongoing	(0.122)
5	C&A - Adults	Adults	Volunteering offer in communities	Delivery of a more robust integrated volunteering offer in communities - led by Adult Social Care and Neighbourhood Management	Ongoing	(0.005)
6	C&A - Adults	Adults	In year contract reduction	Based on 2019/20 activity levels	One-off	(0.030)
7	C&A - Adults	Adults	In year contract reduction	Conversations with provider have identified £20,783 which can be removed from the contract	One-off	(0.021)
8	C&A - Adults	Adults	In year contract reduction	Reduce block contract funding by 1/3	One-off	(0.007)
9	C&A - Adults	Adults	Review and consolidation of day services for citizens with physical, sensory and learning disabilities, including the closure of one day centre	Review sufficiency of day services and following consultation, ensure an appropriate offer for all citizens currently accessing day services	Ongoing	(0.052)
10	C&O	Parking, Fleet & Passenger Transport	Create further capacity in Workplace Parking Levy (WPL) team to provide additional fee earning consultancy work in 2020/21	Following the success of our WPL consultancy contracts with Leicester City Council and London Borough of Hounslow, create the capacity within the WPL team to undertake further work with these and other interested local authorities, providing specialist fee earning consultancy work advising them on how they can deliver a WPL scheme	Ongoing	(0.040)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
11	C&O	Parking, Fleet & Passenger Transport	Become warranty repairer for Maxus vehicles in the East Midlands	Become warranty repairer for Maxus vehicles in the East Midlands. Warranty work will generate at least £20k p/a from Quarter 4 with more expected through servicing, repairs, growth of the Maxus brand and becoming warranty repairer for other brands	Ongoing	(0.003)
12	C&O	Parking, Fleet & Passenger Transport	ULEV Framework	Speed up "go live" of the Council's ULEV Framework to commence in August 2020. Early implementation of ULEV Framework (reliant on Legal and Procurement) will enable NCC to capitalise on income opportunities	Ongoing	(0.010)
13	C&O	Parking, Fleet & Passenger Transport	Cashless Commuter Parking Zones	Cashless scheme at various locations	Ongoing	(0.056)
14	C&O	Parking, Fleet & Passenger Transport	Cashless Payment mechanism review – Install 50 card only Pay and Display machines on street	Currently there are 100 on-street pay and display parking machines which are at end of life and only take cash and card payments and need to be replaced. The proposal is to refurbish 50 of these machines and convert them to contactless card payments only moving towards a predominantly cashless parking operation. Retain 20 of the old pay and display machines which will still take cash payments and these will be strategically placed in close proximity to specific retail type locations to support customers over the next 12 months in the transition to a cashless parking system. Customers will also be able to pay via the cashless RingGo pay by phone option as well	Ongoing	(0.100)
15	C&O	Parking, Fleet & Passenger Transport	Meals at Home	Eliminate the meals at home deficit through process improvements	Ongoing	(0.013)
16	D&G	Public Transport	Flooding costs	Capitalise costs incurred due to flooding of Queens Drive - one-off only	One-off	(0.100)
17	D&G	Public Transport	Transforming Cities Fund	Recharge of relevant staff to Transforming Cities Fund	Ongoing	(0.080)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
18	D&G	Public Transport	Travel centre released savings	Travel centre closure during lockdown - saving of agency staff	One-off	(0.050)
19	D&G	Public Transport	Public transport staffing	Revised staffing arrangements in the Travel Centre	Ongoing	(0.007)
20	D&G	Major Projects	Tram payments	One-off amount returned from Insurance rebate from Tram payments made monthly (following 2 year assessment)	One-off	(0.800)
21	D&G	Transport Strategy	Transforming Cities Fund funding Transport post	Use Transforming Cities Fund to pay for Senior Transport Officer	Ongoing	(0.045)
22	D&G	Transport Strategy	Transforming Cities Fund funding Transport post	Use Transforming Cities Fund to pay for Business Support Manager	Ongoing	(0.025)
23	D&G	Major Projects	NET reserve	Potential release of Tram land compensation money. There is a deadline of July 2020 after which point money can be made available for release from NET reserve	One-off	(3.000)
PORTFOLIO TOTAL						(5.909)

Children & Young People

Appendix 1b

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&A - Children's	Children's Integrated Services	Business support management	Reduction of 2fte Business Support Manager posts by returning some of the service to the frontline services	Ongoing	(0.038)
2	C&A - Children's	Children's Integrated Services	Restructuring of the Family Support Service	Family support teams move into specialist services aligned to social work teams and overseen by the specialist social work service managers, reducing by 4 fte Family Support Specialist posts	Ongoing	(0.100)
3	C&A - Children's	Children's Integrated Services	Restructuring of the Children's Placement Service Support Posts	Combining posts and providing different leadership capacity in Children's Placements Service to produce a saving and provide better oversight of children's placements commissioning	Ongoing	(0.002)
4	C&A - Children's	Children's Integrated Services	Grant Maximisation	Grant Maximisation	One-off	(0.075)
5	C&A - Children's	Children's Integrated Services	Reduce the Safe Families for Children contract	Reduction in Safe Families for Children contract (recurrent)	Ongoing	(0.008)
6	C&A - Children's	Children's Integrated Services	NGY Contract	Reduce our contribution to city centre Youth Centre (NGY)	Ongoing	(0.010)
7	C&A - Children's	Children's Integrated Services	Safe Families for Children	One-off additional reduction to the Safe Families for Children Contract	One-off	(0.012)
PORTFOLIO TOTAL						(0.245)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&O	Public Realm Services	Street Scene Services	Reduction of 9 vacant roles across the Streetscene service	Ongoing	(0.222)
2	C&O	Public Realm Services	Procurement efficiencies and review of Streetscene expenditure budgets for 20-21	10% spend reduction across non-commercial expenditure budgets will create a saving of £45,000 in 2020/21	One-off	(0.045)
3	C&O	Public Realm Services	Streetscene Apprentice vacancies for 20-21	To hold current 13 x Streetscene Apprentice vacancies for 20-21 due to the current Covid-19 pandemic, and recommence recruitment in 2021/22	One-off	(0.100)
4	C&O	Neighbourhood Management	Community Centres	In year savings from community centres	One-off	(0.095)
5	C&O	Neighbourhood Management	Area Capital Fund	20% Top slice of the general fund proportion of the Area Capital Fund	One-off	(0.150)
6	C&O	Directorate Support	Training spend	Reduced Training in year concentrating on providing essential/statutory H&S training to meet the needs of the services	One-off	(0.020)
7	C&O	Directorate Support	Operation Hub vacancies for 20-21	Hold In Year vacancies for supported employees due to the current Covid-19 pandemic	One-off	(0.043)
PORTFOLIO TOTAL						(0.675)

Early Years, Education & Employment

Appendix 1d

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&A - Education	Education	College Street	Relocating grant funded services into College Street to maximise income	Ongoing	(0.023)
2	C&A - Education	Education	College Street Support post	Deletion of 1 fte supporting the services at College Street	Ongoing	(0.014)
3	C&A - Education	Education	Education Services Nottingham Officer	Deletion of 1fte Education Services Nottingham Officer supporting traded services	Ongoing	(0.014)
4	C&A - Education	Education	Transport Officer	Deletion of 1 fte transport officer	Ongoing	(0.019)
5	C&A - Education	Education	Customer Support Assistant	Deletion of 1 fte customer support assistant	Ongoing	(0.012)
6	C&A - Education	Education	Customer Services Assistant	Deletion of 1 fte customer services assistant	Ongoing	(0.009)
7	C&A - Education	Education Partnership	Education Partnerships	Staffing efficiencies across Education Partnerships to reduce by 1fte post	Ongoing	(0.006)
8	D&G	Economic Development	Innovation Fund	Release part of the Innovation Fund	One-off	(0.200)
9	S&R	HR & Transformation	Employability budget	In year freeze of employability budget that supports the councils ambition to employ 100 apprentices. The impact of the Covid-19 pandemic and the council's financial position make the recruitment and support of new apprentices in this financial year unsustainable	One-off	(0.350)
10	S&R	Strategy & Policy	Geographic Information System (GIS)	Reduction in geographical analytical capacity in the Analysis and Insight Team	Ongoing	(0.005)
PORTFOLIO TOTAL						(0.653)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&O	Building Facilities & FM	Building Facilities & FM - Service redesign	Service redesign incorporating M&E Team, Property Maintenance Team, Support Services Team, Contracts and Commercial Team	Ongoing	(0.093)
2	C&O	Building Facilities & FM	In-house design services function	Re-scope delivering an in-house Design Services function and focus it on property condition work. This will remove the architectural design in-house capacity	Ongoing	(0.140)
3	C&O	Building Facilities & FM	In-house specialist cleaning service	Cease delivering an in-house specialist cleaning service including Window Cleaning, Mobile Cleaning & PAT Testing	Ongoing	(0.054)
4	C&O	Building Facilities & FM	Mail Room	Review full incoming and outgoing mail operation, implement hybrid mail solution for external mail and implement all digital incoming mail solution	Ongoing	(0.040)
5	C&O	Building Facilities & FM	External agency spend	BS/FM to cease all external agency spend and reduce consumable and operating equipment spend in year and 2021/22	Ongoing	(0.010)
6	C&O	Building Facilities & FM	Design Services efficiencies	Hold vacancies within year	One-off	(0.065)
7	C&O	Building Facilities & FM	Review of Facilities and Building Services expenditure budgets for 20-21	Spend reduction across non-commercial expenditure budgets will create a saving of £52,000 in 2020/21	One-off	(0.052)
8	C&O	Energy Services	Increased Income target	Increase in income targets through planned works, decreased expenditure costs (in year)	Ongoing	(0.050)
9	CEX	Legal & Governance	Legal restructure	Legal restructure	Ongoing	(0.014)
10	S&R	HR & Transformation	HR & Customer - councillor casework	Delete part time vacant hours (0.4 FTE) in councillor casework team	Ongoing	(0.005)
11	S&R	Executive Support	In year freeze of non-staffing Chief Executives budget	This budget supports a range of activities including twinning and international activity. This activity will be put on hold for the remainder of the financial year and reviewed for next year	One-off	(0.020)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
12	S&R	Executive Support	Corporate Leadership Team (CLT)	Restructure and reduce the executive / administrative support to CLT	Ongoing	(0.021)
13	S&R	Executive Support	Executive Councillors	Restructure and reduce the executive / administrative support to Executive Councillors	Ongoing	(0.008)
14	S&R	Customer Services	Registration service	Delete a vacant post from the registration service	Ongoing	(0.007)
15	S&R	Customer Services	Restructure of Civic roles	Redesign the activity undertaken by the civic roles of Lord Mayor and Sheriff of Nottingham, ensuring the Lord Mayor role maintains its constitutional responsibilities and focussing ceremonial responsibilities on the Sheriff of Nottingham. This will allow for a reduction in transport and associated event costs and the removal of one post from the civic support team	Ongoing	(0.020)
16	S&R	Customer Services	Council House repair and maintenance budget	In year freeze on the Council House repairs and maintenance budget. Activity scheduled for this year will be replanned for the next financial year and beyond	One-off	(0.040)
PORTFOLIO TOTAL						(0.639)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&O	Nottingham Catering	Revised Charging Model for Covid-19	In response to the change in schools and the minimal number of school meals that are being served, the council has been forced to review and revised its charging model in-year to its contracted schools for catering services. To protect the current and future stability of the service and to protect its employees, the council will be invoicing for an additional management fee to schools, to be paid from the schools grant for UIFSM which is not currently in use. Engagement with schools has commenced	One-off	(0.850)
2	C&O	Nottingham Catering	Bring forward School Meal Price increase	Increase the recommended price for a school meal by £0.10 from September 2020 to minimise the impact on services during the current and future financial years and to protect jobs. This will bring forward this planned price increase from April 2021 to September 2020	Ongoing	(0.010)
3	C&O	Nottingham Catering	Commercial Catering Redesign – Loxley	In response to the current Covid-19 crisis the Commercial Catering service will be reviewing the viability of all of its operation and implementing efficiencies and service reductions where necessary to align with future patterns of use and commercial uptake. The reduction in staffing will offset the loss of income from the reduced viability of the catering service in Loxley House due to occupancy levels. Not reducing the staffing to one supervisor and one apprentice for the operation of the café will cause a significant pressure to the net budget in future years	Ongoing	(0.036)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
4	C&O	Nottingham Catering	Commercial Catering Redesign – Arboretum	In response to the current Covid-19 crisis, the Commercial Catering service will be reviewing the viability of all of its operation and implementing efficiencies and service reductions where necessary to align with future patterns of use and commercial uptake, which includes specifically the cessation of operations in the Arboretum Café. The reduction in staffing will offset the loss of income from the reduced viability of the catering service in the cafe due to visitor attendance levels. Parks & Open Spaces will seek to tender for an external operator of the café. 1.72 fte reduction	Ongoing	(0.010)
5	C&O	Nottingham Catering	Commercial Catering - Cashless Payments Only	Implement a cashless payment for cafes across all sites to remove cash collections	Ongoing	(0.005)
6	C&O	Nottingham Catering	Commercial Catering	Nottingham Catering will be seeking to introduce a new staffing structure and opening hours across remaining commercial sites to increase net income	Ongoing	(0.010)
7	C&O	Nottingham Catering	Use of Fare Share and/or alternative suppliers	Nottingham Catering will review is current supply contract for its commercial cafes food and provisions and seek to utilise alternative suppliers to reduce its costs	Ongoing	(0.005)
8	C&O	Nottingham Catering	Procurement Efficiencies for School Catering	Nottingham Catering will review is contracts for supplies and services for school catering and seek to utilise alternative suppliers to reduce its costs	Ongoing	(0.020)
9	C&O	Community Protection	Regulation and Enforcement Review 'Front Line First'	Reduction of management role through realignment of the City Centre Management service into uniformed services delivery	Ongoing	(0.030)
10	D&G	Major Projects	LIFT - Property replacement saving	Stop annual payments to allow purchase of property at the end of the scheme	One-off	(0.115)
11	D&G	Economic Development	Release reserves held for International work	Stop future funding of International work and contribution to relevant posts - one-off only as funded from reserves	One-off	(0.020)
12	D&G	Economic Development	Cancellation of MIPIM	Clawback of funding from Marketing NG due to MIPIM not taking place next year	One-off	(0.025)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
13	CEX	Commercial Finance	Grant maximisation	Allocation of new burdens funding supporting existing resources	One-off	(0.252)
14	S&R	Commissioning & Procurement	Commissioning and Procurement - Service redesign	One off in year savings of £30,000 from delays in recruitment. Review structure for longer term savings	One-off	(0.030)
15	Corporate	Corporate Items	Remove Corporate Contingency	£1.475m budgeted for 2020/21 £82.5k requests pending to date	One-off	(1.393)
PORTFOLIO TOTAL						(2.811)

Health, HR & Equalities

Appendix 1g

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&A - Public Heath	Public Heath	External funding	Non recurrent external funding that supports initiatives already captured in the 2020-21 MTFP	One-off	(0.360)
2	S&R	HR & Transformation	Corporate Learning & Development	In year freeze of corporate Learning & Development budget. This budget covers the provision of corporate training activity across the council	One-off	(0.050)
3	S&R	HR & Transformation	HROD structure	Restructure and reduce by two F grade posts from across the HROD structure	Ongoing	(0.017)
PORTFOLIO TOTAL						(0.427)

Housing, Planning & Heritage

Appendix 1h

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&O	Safer Housing	Safer Housing team	Not filling 3.5 vacancies in the Core Safer Housing team in advance of a structural review of the Directorate	Ongoing	(0.125)
2	D&G	Planning	Local Plan reserve	One-off use of Local Plan reserve	One-off	(0.030)
PORTFOLIO TOTAL						(0.155)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&O	Library Service	Library Service - RFID/PC replacement	Delay replacing the PCs and self-scan system for the check out and return of library books	One-off	(0.100)
2	C&O	Library Service	Library Service - savings on purchase of books	Reduce book purchases for 2020/21	One-off	(0.080)
3	C&O	Library Service	Library Service - vacancy saving	Do not appoint into frontline vacancies, taking savings from the amended opening hours due to the Covid-19 impact	One-off	(0.050)
4	C&O	Events	Reduction in events	Cancel one of the three remaining city events unless alternate funding can be found	Ongoing	(0.019)
5	C&O	Events	Armed Forces Events in 2020/21	Reduced financial support for external Armed Forces Events in 2020/21	One-off	(0.010)
6	C&O	Events	Events marketing	Savings from cancelled programme due to Covid-19	One-off	(0.016)
7	C&O	Events	Events Team - vacancy saving	Do not appoint into one event vacancy due to reduced capacity needs for this year	One-off	(0.015)
8	C&O	Public Realm Services	Closure of Bulwell Hall Golf Course Nov 2020	Close the golf course and explore external opportunities to secure a new leisure operator on site.	Ongoing	(0.018)
9	C&O	Public Realm Services	Play Areas	Close targeted, underused/poor condition city play areas by Dec 2020 and reduction of playground development budget (equipment and maintenance)	Ongoing	(0.010)
10	C&O	Public Realm Services	Parks and Open Spaces	Following the review of Parks and Open Spaces Operations, it is proposed to delete a number of current vacancies and absorb the work activity within the existing structure	Ongoing	(0.105)
11	C&O	Public Realm Services	Reduction of Park Attendants and closure of Clifton Sports Barn	Closure of dilapidated Clifton Sports Barn and reduction of two park attendant roles	Ongoing	(0.005)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
12	C&O	Parks and Open Spaces	Parks and Open Spaces	Procurement efficiencies and review of Parks and Open Spaces expenditure budgets	One-off	(0.106)
13	S&R	IT	Income from European Social Fund bid	Additional savings generated from the IT training service	One-off	(0.050)
14	S&R	IT	Software/hardware costs	Savings on a pro rata basis in line with reducing staff numbers for the specific IT costs to support each member of staff with software licences and hardware such as laptops	Ongoing	(0.025)
15	S&R	IT	IT support	Variable costs for IT include an element for support which will generate an ongoing reduction in line with reducing staff numbers	Ongoing	(0.035)
16	S&R	IT	Voice contract	Savings arising from the renegotiated voice contract	Ongoing	(0.008)
17	S&R	IT	Move from O2 to Affinity/EE for mobiles	The contract for mobile devices with O2 ended in June 2020	Ongoing	(0.028)
PORTFOLIO TOTAL						(0.680)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
1	C&O	Security	Security - Wollaton Hall	Integration of Security CCTV and alarm monitoring control rooms, to enable remote monitoring of site from the established Nottingham Control Centre - CCTV, NSI Gold accredited ARC, patrol and response service	Ongoing	(0.007)
2	C&O	Security	Security - Loxley House	Access control upgrade at Council HQ to only allow Council colleagues to enter the building outside of public opening hours, removing the requirement to have a guard on site outside of normal opening hours to enable ingress	Ongoing	(0.006)
3	C&O	Uniformed Services	Resident Parking Permits Introduce charge for 3rd Parking Permit	Review of resident parking permits and introduction of charges for 3rd permit and to identify resident categories that are exempt from charges. The first two permits will remain free of charge	Ongoing	(0.019)
4	C&O	Community Protection	Regulation and Enforcement Review 'Front Line First'	Reduction of senior management roles through realignment of services, resulting in a reduction of three Heads of Service. Redesign of services will also see a reduction of a third of the management roles and back office support, including a redesign of the ASB function	Ongoing	(0.128)
5	D&G	Directorate	Delete Directorate support post	Delete Grade E vacant post in Directorate	Ongoing	(0.026)
6	D&G	Major Projects	Staffing vacancy	Saving from the holding of a vacancy within the Service	One-off	(0.018)
7	S&R	Marketing & Communications	The Arrow Magazine	Change delivery method for one of the three editions planned for 2020/21 to be a digital copy supported with a small print run	One-off	(0.030)
8	S&R	Marketing & Communications	Advertising cost	Achieve efficiency in advertising cost	One-off	(0.025)
9	S&R	Marketing & Communications	Service re-design	Service re-design	Ongoing	(0.010)

	Department	Service Area	Title of Proposal	Narrative	Duration	2020/21 £m
10	S&R	Marketing & Communications	Advertising income	Achieve additional advertising income	One-off	(0.030)
11	S&R	Marketing & Communications	Temporary staffing	Temporary reduction in staff costs due to secondment or reduction in hours not to be back filled	One-off	(0.014)
PORTFOLIO TOTAL						(0.313)

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