

* Name of proposal/policy	LGSS Operational Savings	* Budget number	14-005-01
* Service area responsible	Chief Executive Services	* Cabinet meeting date	14 th February 2017
* Name of completing officer	Michael Inns	* Approved by Director / Assistant Director	Matt Bowmer
* Version	1.0	* Date	25 th January 2017

PART A

* Section 1a: Description of proposal under consideration/development		* Section 1b: Is this new or existing? Does it link to current provision?														
<p>The continued delivery of savings associated with the growth and improved efficiency of LGSS, the shared service vehicle for business support services, owned by Northamptonshire and Cambridgeshire County Councils and Milton Keynes Council.</p> <p>The LGSS operational budgets are being reduced in line with the MTFP.</p> <table border="1"> <tr> <td>1</td> <td>Procurement/Insurance reductions - £31k</td> </tr> <tr> <td>2</td> <td>ERP Contract reduction - £200k</td> </tr> <tr> <td>3</td> <td>Democratic Services reduction - £14k</td> </tr> <tr> <td>4</td> <td>Finance reductions - £105k</td> </tr> <tr> <td>5</td> <td>Pensions reductions - £32k</td> </tr> <tr> <td>6</td> <td>Finance operations - £25k</td> </tr> <tr> <td>7</td> <td>L&D Reduction - £30k</td> </tr> </table>		1	Procurement/Insurance reductions - £31k	2	ERP Contract reduction - £200k	3	Democratic Services reduction - £14k	4	Finance reductions - £105k	5	Pensions reductions - £32k	6	Finance operations - £25k	7	L&D Reduction - £30k	<p>The addition of Milton Keynes Council to the LGSS shared service vehicle in April 2016 has provided further opportunities to drive efficiencies and increase income generation.</p> <p>LGSS provides business support for hundreds of organisations across the region including:</p> <ul style="list-style-type: none"> • District and Borough councils • Schools and Academies • Health Trusts and various emergency services • Pension funds • Charities
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8	Payroll reduction - £25k	
9	IT Reduction - £90k	
10	Smoothing reserve - £12k	

*** Section 2: How does this align with the Council Plan/ corporate priorities/ partnership strategies and plans/ Next Generation Council?**

Delivers increased wellbeing and/or safeguarding by ensuring that...	✓
People of all ages are safe, protected from harm and able to live happy, healthy and independent lives in our communities	
People have the information and support they need to make healthy choices and achieve wellbeing	
People achieve economic prosperity, in a healthy, low carbon economy which gives access to jobs, training and skills development	
Communities thrive in a pleasant and resilient environment, with robust transport and communications infrastructure	
Resources are utilised effectively and efficiently, in coordination with partners and providers	✓

Does it align with any NCC/ partnership strategies and plans? (if so, please list below)
NCC Council Plan, LGSS Business Plan

Does it support the transformation into a Next Generation Council? (if so, please explain below)
Yes, LGSS provides support services to all the current federated vehicles and will do so as the Next Generation Council model develops. Support costs are reducing in line with the transformation to a Next Generation Council.

*** Section 3: If this relates to a statutory duty, please give details of the relevant legislation below:**

Section 4: Have other alternatives been considered?

Reviewed as part of the budget process

*** Section 5: Financial / resource implications**

a) Costs (e.g. invest to save)

None identified

b) Staffing implications

Much of the cost of LGSS are staff costs and as such this proposal will require a reduction in staff.

c) Savings

£564k in 2017/18

Section 6: Has a similar initiative/proposal been implemented elsewhere? What were the benefits or risks? Are there lessons that can be learned?

THIS SECTION HAS REPLACED THE EQUALITY IMPACT ASSESSMENT FORM AND MUST BE COMPLETED TO DEMONSTRATE COMPLIANCE WITH THE EQUALITY DUTY

*** Section 7: Who will be affected by this proposal? (this may be service user data, or be based on a particular geographical area or more general population data depending on the proposal) Include demographic information where this is available e.g. breakdown by gender, age, ethnicity, disability etc. BIPI can support with the provision of data. You may include staff, partner organisations and any other stakeholders who might be affected by the proposal.**

Data Source (include link where published) and summary of what it tells us for example “X number of people use this service, X are male, Y are female etc”

Why is this relevant to the proposal?

No equalities data as this refers to back office efficiencies

*** Section 8: Based on the above information, will this proposal have an impact on the following? ✓ the relevant box for each line and then expand on the reasons why in Section 9**

	Positive	Negative	Neutral	Unsure
Age			✓	
Disability			✓	
Gender reassignment			✓	
Marriage and civil partnership			✓	
Pregnancy and Maternity			✓	
Race			✓	
Religion or Belief (or No Belief)			✓	
Sex			✓	
Sexual orientation			✓	

*** Section 9: Initial impact**

*** Section 9a: From your analysis in section 8 above, please explain the positive implications**

N/A

*** Section 9a: From your analysis in section 8 above, please explain why you have assessed any of the impacts as neutral**

This proposal relates to efficiencies and improvements in the way LGSS provides business support services to a wide range of public sector bodies and has no direct impact upon frontline service users.

* Section 9b: From your analysis above, please explain the negative implications	* Section 9c: What actions have you identified to mitigate any negative implications?
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N/A	N/A
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* Section 9d: From your analysis above, please explain the areas where you are unsure of the impact	* Section 9e: What actions have you identified to fill gaps in information?
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N/A	N/A
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* Section 10: Internal considerations: are there any implications for the following?		
	✓ or X	If there are any implications, please explain them here and identify any actions you may need to take as a result
Staff		
Financial (NCC)	✓	Financial saving set out earlier expected to be achieved by efficiencies and income generation
Legal		
NCC Policy		
Performance		
Data quality / information security		
IT		
Strategic assets		
LGSS / federated bodies		
Procurement		
Project support		
Other (if appropriate)		

* Section 11: External considerations: are there any implications for the following?		
	✓ or X	If there are any implications, please explain them here and identify any actions you may need to take as a result
Community impact		

<u>Impact on the consumer (e.g. communication needs, access, rurality, complaints)</u>		
<u>Reputation</u>		
<u>Political</u>		
<u>Partners</u>		
<u>Human Rights</u>		
<u>Health impact – individual</u>		
<u>Health impact – wider community</u>		
<u>Economic impact - individual</u>		
<u>Economic impact – wider community</u>		
<u>Community Safety impact</u>		
<u>Environmental impact</u>		
<u>Consultation</u>		
<u>Other (if appropriate)</u>		

Based on the impacts and considerations above, please identify the RAG status

RAG Status	Overall RAG	Time	Proposal Delivery	Cash Saving	Risk	Issue	Dependency

* Section 12a: What are the risks associated with NOT implementing the proposal? (tick if applicable)	✓	* Section 12b: What actions have you identified to mitigate the risks? Will anything in the current arrangements need to be changed to acknowledge this risk? Is implementing the proposal the only way to mitigate the risks?
Non-compliance with legislation or NCC policy		
Financial	✓	If these savings are not achieved in this way i.e. efficiencies and income generations, then they will need to be found elsewhere, which could impact upon frontline services
Change in performance/ data quality/ information security		
Reputational/ Political		
Increase in complaints and/ or legal challenge		
Other		

* Section 13: Budget Delivery Programme Highlight Report information – total amount allocated to savings proposal 2017-18 through to 2020-2021; profiled budget; 2017-18 action plan extended savings narrative; cost code information				
Total amount allocated to savings proposal 2017-18				
2017-18 (£000)		564		
Impact of saving within the budget profile				
Q1		Q2		Q3
141		141		141
Q4				
141				

	Milestone	Owner	By when
1	Procurement/Insurance reductions - £31k	Mark Ashton	
2	ERP Contract reduction - £200k	Mark Ashton	
3	Democratic Services reduction - £14k	Quentin Baker	
4	Finance reductions - £105k	Matt Bowmer	
5	Pensions reductions - £32k	Matt Bowmer	
6	Finance operations - £25k	Matt Bowmer	
7	L&D Reduction - £30k	Martin Cox	
8	Payroll reduction - £25k	Martin Cox	
9	IT Reduction - £90k	Ian Farrar	
10	Smoothing reserve - £12k	Matt Bowmer	

*** Section 14: Do you need to undertake further work (e.g. consultation, further proposal development, further equality analysis) based on the impact and actions identified above? If yes, set this out below and then carry out the work and complete Part B:**

This proposal will form part of the overall budget consultation process. Any feedback received (as well as any further intelligence gathered in the course of developing the project) will inform a final analysis of the impact of the proposal which will be considered by Cabinet and Council in February when taking a final decision on the budget. The EqIA will be updated accordingly.

PART B

Section 15: Consultation, follow up data and information gathered from actions identified above

	What does this information tell us?
This proposal formed part of the overall budget consultation.	We received no feedback on this proposal

Section 16: Final impact analysis (taking the findings from Part B into account) – including review date if required

As this relates to back office savings, the final impact has been assessed as neutral.

