

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision maker:	Efficiency Panel
Date:	1 November 2010
Title:	Current work programme of Efficiency Board
Reference:	2176
Report from:	Officers' Efficiency Board

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1. Executive Summary

1.1 The purpose of this report is to advise the Panel of the work programme of the Officers' Efficiency Board.

2. Efficiency Board work programme

2.1 The last meeting was held on 15 September 2010 with agenda items covering:

- Progress on Phase 1 (and 2 which has now been subsumed into Phase 3) of the programme
- Progress on Phase 3
- Approach to prioritisation of efficiency and IT projects
- Review of the 'Big Idea'

2.2 Matters discussed at the Board and which require either further discussion or a decision are brought to the Panel as separate items and reported on to Cabinet in due course.

2.3 Progress with Phase 1

It should be noted that all elements of the draft Phase 2 programme have been subsumed into the Phase 3 workstreams. Specifically, this covers over £3m of further procurement savings and a number of HR related proposals including a recruitment freeze, now implemented. Each of the workstream leads provided an update on their areas of accountability.

Procurement

It was noted that the purchase to pay project is now unlikely to realise the level of previously identified savings since existing processing costs are lower than had been assumed.

RIO

The existing projects will be reported to Cabinet. A report elsewhere on the agenda considers opportunities for further projects. The Panel will recall that other projects include raising additional income in many areas including new trading opportunities.

Facilities management

The key area is printing and a separate report appears elsewhere on the agenda. A new, fairly small area, has been added around eyesight testing. Other existing projects include improvements to central reception, postal and cleaning arrangements and increased utilisation of Ashburton Hall.

Leading Workforce Change

Due to the confidential nature of this area a separate report appears elsewhere on the agenda. It has already been agreed by Cabinet to target a 25% reduction in senior management costs.

2.4 Progress with Phase 3

The overall framework has been agreed with regular reports prepared for Cabinet. It is too early at this stage to quantify the level of savings and what may be contributed to the overall departmental 8% savings.

2.5 Approach to prioritisation

A simple and quick approach to prioritising change initiatives was agreed and it was also agreed to add a weighting for efficiency. The approach would be piloted on phase 3 efficiency and IT projects initially. A copy of the framework is attached at Appendix 1.

3. The Big Idea

- 3.1 The efficiency staff suggestion scheme was discussed and its success noted. It was agreed however, to close the scheme for this round and to pursue the outstanding ideas. There would be an attempt to cost the ideas that are implemented and these will also be highlighted on the website. While most of the ideas were already under consideration this has proved to be a very effective method of engaging staff in the efficiency agenda, with over 900 suggestions. One of the first suggestions to be actioned was to stop producing the HOG in hard copy for staff with Hantsnet access.

4. Finance summary

- 4.1 The report on progress with Phase 1 confirms that overall the programme will be within £85,000 of the £30m target. Workstream leads are accountable for ensuring targets are met.

5. Recommendation

5.1 That the Panel notes the work of the Efficiency Board.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	Yes
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	Yes
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	Yes
Corporate Improvement plan link number (if appropriate):	

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

IMPACT ASSESSMENTS:

1. Equalities Impact Assessment:

1.1 Race and equality impact assessments have been considered in the development of the proposals contained in this report. No impact identified.

2. Impact on Crime and Disorder:

2.1 The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all the decisions it makes on the prevention of crime. No impact has been identified.

3. Climate Change:

a) How does what is being proposed impact on our carbon footprint / energy consumption?

No impact identified

b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

No impact identified