

REPORT TO: POLICY COMMITTEE ON 5TH MARCH 2008

SUBJECT: EFFICIENCY SAVINGS MONITORING – FINANCE AND ICT

BY: CHIEF FINANCIAL OFFICER

1. REASON FOR REPORT

- 1.1 To provide Members with a Monitoring Report on the Efficiency Savings approved by the Council for Finance and ICT.
- 1.2 This Report is submitted to Committee in terms of Section A(2) of the Council's Administrative Scheme to regulate and manage the finances of the Council in accordance with the policies determined by the Council and to prepare and review from time to time such rules as may be necessary for the proper administration of the Council's financial affairs.

2. RECOMMENDATION

2.1 It is recommended that the Committee notes the:

- (i) Progress made towards achieving the target efficiency savings;
and**
- (ii) The identification of further potential efficiency savings.**

3. BACKGROUND

- 3.1 As part of the 2007 to 2010 Financial Plan, the Council approved a range of efficiency savings at its meeting on 8th February 2007.
- 3.2 The monitoring schedule for Cash Efficiency Savings for Finance and ICT are shown in **APPENDIX 1** to this Report.
- 3.3 The Department is on track to deliver against a number of the efficiency savings targets. The cash collection review was the subject of a report to Council on 30th January and will not generate savings in 2007/08.
- 3.4 Procurement savings are part of a corporate target for the Council. The Moray Procurement Initiative is the subject of separate progress reports on a regular basis.
- 3.5 In addition, non-cash savings are likely to be achieved through the extension of e-procurement, the use of Document Management and Video Conferencing and the implementation of the ICT Action Plan.

4. SUMMARY OF IMPLICATIONS

(a) Corporate Development Plan/Community Plan/Service Improvement Plan

The Service Improvement Plan for Finance and ICT reflects the Efficiency Savings targets for the service.

(b) Policy and Legal

This Report is in line with the Council's overall strategy for Efficient Government.

(c) Resources (Financial, Risks, Staffing and Property)

Finance and ICT require to implement cash savings of £362,000 to operate within the budget allocation for the current year. It is forecast that the Department will remain within budget, despite the slippage in savings noted above.

(d) Consultations

Staff Unions are kept up to date with progress on Efficiency Savings.

5. CONCLUSION

5.1 Finance and ICT continue to work towards delivering targeted efficiency savings and identifying additional efficiency savings.

Author of Report: Lorraine Paisey, Principal Accountant – Ext 3128

Background Papers:

Ref: LP/LJC/399518/399556