

**Monitoring Budget
Reductions - 2023/24
Quarter 2 Update**

Appendix 5

Service	Description/Proposal	2023/24 Budget Reduction/ (increase)	Outturn Forecast	Variance (shortfall)	Comment
PA Team	Remove 2 vacant posts / merge with LM support	£43,210	£43,210	£0	Post removed therefore saving achieved
Guildhall Chambers	Reduce Mace Sergeants (reduction 60%)	£17,730	£16,930	(£800)	Forecast subject to pay award
Green Accord	Green Accord - additional income	£3,000	£0	(£3,000)	Budget has been increased, but no sign as yet that actuals are increasing to meet extra target
Net Zero & Business Admin	Removal of small budgets	£1,400	£1,400	£0	No forecast spend
Business Projects	Removal of skills function and budgets - replaced by management of UKSPF project for 3 years. Building Greater Exeter - funded from UKSPF (2 years)	£83,740	£83,740	£0	Cost centre will not overspend - likely to be benefit at y/e
Commercialisation	Removal of temporary post	£54,700	£54,700	£0	Post removed therefore saving achieved
Highways	Removal of budget paying DCC for improved maintenance	£34,550	£10,410	(£24,140)	Renegotiated DCC contract
Arts & Events	Removal of part of budget to fund other NPO organisations	£100,000	£90,000	(£10,000)	£10k supplementary added in quarter 1
Exeter Corn Exchange	Design events programme to break even	£35,660	£35,660	£0	Budget to be met therefore saving to be achieved
Communications & Marketing Tourism	Marketing income budget	£369,670	£309,330	(£60,340)	No longer saving from post deletion and reduction in marketing activity for Exeter City Living Ltd
	SUB TOTAL DISCRETIONARY SERVICE REDUCTIONS	£743,660	£645,380	(£98,280)	
Public and Green Spaces	Engineering pay capitalisation	£36,750	£36,750	£0	Staff being recruited to structure during quarter, no activity to capitalise as of Q2 but will be identified by year end

Corporate Property	Assets restructure	£65,500	£65,500	£0	and is unlikely to be in place by the end of the calendar year. The combined in-year savings in both T104 and T270 due to staff vacancies is forecast to exceed £65,500 as recruited in challenged by industry-wide lack of qualified
Revenues, Benefits and Customer Access	Move HB Overpayment Collection back to Benefits. Restructure; Delete 3 vacant posts, regrade 1 post, create 2 x technical posts	£27,310	£27,310	£0	Budget removed and saving is achievable
Corporate Property	Estates reduced admin support	£11,550	£11,550	£0	Balance removed; saving achieved
Executive Support	Terminate subscription for Exeter Data Mill and reduce public transport budget	£10,250	£10,250	£0	Subscription not renewed therefore saving achieved
Public & Green Spaces	Technical support reduction; reduce one vacant post. Facilities; 85% reduction travellers and camper costs, aborigulture sub-contractor cost reductions, 8% reduction in sub-contractor costs based on spend analysis	£55,760	£54,662	(£1,098)	Post removed from establishment structure
Democratic & Civic Support	Smooth Elections budget to reflect variable cost over 4 years	£48,750	£48,750	£0	Forecast £90,750 overspend, but budget variances to be managed via movements to/from reserves as budgets smoothed over MTFP
Democratic & Civic Support	Stop undertaking empty property canvass	£2,800	£2,800	£0	Currently forecast to stay within remaining budget
Democratic & Civic Support	Recharges to self-financing services to cover meetings; Taxi Forum and Council Housing	£3,750	£3,750	£0	To be recharged at year end
Democratic & Civic Support	Remove vending machines in the Civic Centre	£2,600	£2,600	£0	Currently, savings forecast to be met. However, pending the outcome of contract payments/negotiations
Revenues, Benefits and Customer Access	1 x post accepted voluntary redundancy	£13,300	£13,300	£0	Budget removed and saving is achievable
Exchequer and Accountancy	Minor budget reductions (stationery, public transport, seminar costs)	£2,250	£2,250	£0	No forecasted overspend on remaining budget; saving achieved
Exchequer and Accountancy	Financial support service costs to be met from Guildhall Shopping Centre surplus that would otherwise be for capital purposes	£27,550	£27,550	£0	Costs rechargeable to the Guildhall Shopping Centre surplus

Exchequer and Accountancy	Reinstate 0.60 FTE Finance Technician (deleted in 2022/23 budget cycle)	(£19,596)	(£12,100)	£7,496	Post occupied from 16/08/2023 therefore £7.5k savings against budget (this includes pay award)
Corporate Property	Estates additional fees; EBC and ECQT	£8,000	£8,000	£0	Included in annual charge; saving achieved
Corporate Property	New rental income stream from acquisition of 83 Fore Street	£45,500	£45,500	£0	No adverse forecast to budget; saving achieved
Housing Needs and Homelessness	Reduction in Housing Options budgets, including Sanctuary scheme and storage and removals	£3,000	£3,000	£0	Budget removed and saving is achievable
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Housing Needs and Homelessness	Reduction in Temporary Accommodation budgets, various budget headings relating to Glencoe, Haven, Queens Rd:	£23,500	£23,500	£0	Budget removed and saving is achievable
City Development	Delete vacant post	£35,460	£35,460	£0	Budget removed and saving is achievable
City Development	Delete part-time post	£15,290	£15,290	£0	Budget removed and saving is achievable
City Development	Create Enforcement Officer post	(£54,290)	(£54,290)	£0	Budget created
City Development	Utilise Planning uplift income, through reduction in budget for miscellaneous expenditure to meet cost of Enforcement Officer post	£39,000	£39,000	£0	Budget removed and saving is achievable
City Development	Reduction on other expenses budget	£21,130	£21,130	£0	Budget removed and saving is achievable
City Development	Increase Service Lead salary allocation to Land Charges from 10% to 25%	£12,290	£12,290	£0	Budget removed and saving is achievable
City Development	Minor budget reductions	£8,490	£8,490	£0	Budget removed and saving is achievable
Legal	Remove 2 vacant posts	£32,800	£32,800	£0	Budget removed therefore saving achieved
Legal	Change in Property Lawyer role (increase hour)	(£7,400)	(£7,400)	£0	Hours increased for new PL role; recruited into
Legal	Change in Litigation Lawyer role (increase hours)	(£7,400)	(£7,400)	£0	Hours increased for new LL; recruited into
Legal	Minor budget reductions (car mileage, mobile phones and Hays DX)	£3,094	£3,011	(£83)	Budget removed and saving is achievable
Recycling & Fleet	Not procuring 3 food waste vehicles following rationalisation of rounds - saving in fleet hire costs (C050 54006), leaving 5 vehicles	£90,000	£90,000	£0	Budget reduction effected, likely to underspend remaining budget
Recycling & Fleet	Revenue saving from capitalising of lease costs (maintenance and interest charges) from 3 existing food waste vehicle	£20,490	£20,490	£0	Further investigations to be performed and reported back in Quarter 3 update

Environmental Health and Community Safety	Noise recharge to HRA for assistance with cases/contribution to equipment maintenance	£2,500	£2,500	£0	Recharges to be processed
Environmental Health and Community Safety	Deletion of vacant post	£26,690	£26,690	£0	Post removed from structure
Environmental Health and Community Safety	Re designation of Technician role	£7,010	£7,010	£0	Current forecast within reduced budget
Environmental Health and Community Safety	Salary realignment following changes in duties of staff to licence related income work	£20,000	£20,000	£0	Significant churn of staff has occurred - some agency cover has been necessary which has dampened down savings. Some risk that saving will be at this stage of year, but will be closely
Public and Green Spaces	Play area sub-contractor budget reductions, removal of 35% of sub-contractor budget will result in play offering minimal remedial maintenance only. Site development and equipment replacement costs will be capital or S106	£34,000	£34,000	£0	Service will live within restricted means and use capital / s106 money where available
Public and Green Spaces	Street cleansing redesign	£101,850	£77,109	(£24,741)	Budget has been withdrawn - Q2 forecast shows that behind achieving this at this early stage of the year
Public and Green Spaces	Reduce grass maintenance provision, reduction of 2 vacant posts	£48,900	£44,850	(£4,050)	Post removed - shortfall of £4,050 can be attributed to 23/24 pay award offer excess cost
Housing Needs and Homelessness	0.30 FTE Housing Casework officer vacancy to be funded by Homeless Prevention Grant (50% of 0.60 FTE).	£12,850	£12,850	£0	Budget removed and saving is achievable
Markets & Halls and Visitor Facilities	Additional income at Matford Centre	£8,500	£8,500	£0	Budget to be met therefore saving to be achieved
Legal	Reduce agency from £66k to £61k budget used to perform work for recharging to third parties (ECL), whilst maintaining income at £87k	£5,000	£5,000	£0	No forecast overspend on agency staff. However, forecast income for recharges to third parties has been significantly reduced due to reducing capacity of Exeter City Living Ltd and this has been reported as a pressure in the management unit
Environmental Health and Community Safety	Energy Company Obligation (ECO) income from declarations	£15,000	£5,000	(£10,000)	Income very slow to start coming in on this - only 5 referrals YTD, 3 of which were actually in

Net Zero and Business	Reduce discount from 75% to 60% for standard price season tickets	£137,340	£0	(£137,340)	Lower demand for season tickets due to an increase in individuals working from home. Season ticket offer currently under review to provide better options to season ticket holders
Net Zero and Business	Cease discounted season parking business permit	£71,270	£0	(£71,270)	Delayed full implementation, but reducing discount on a phased basis. Financial impact to be closely monitored and reported back in future quarterly updates
Net Zero and Business	Review the use of events being held in car parks, currently provided FOC and no policy	£5,000	£0	(£5,000)	Delayed implementation, now expected in January 2024
Net Zero and Business	Charge for the electricity used by EV in public car parks at 30p pkwh	£28,180	£26,000	(£2,180)	Updated forecast to reflect activity in mid May to August
SUB TOTAL SERVICE REVIEW REDUCTIONS		£1,104,068	£855,802	(£248,266)	
Car Park income	Rezoning car parks, evening and night time parking charge	£872,080	£632,405	(£239,675)	Car park income behind profile and will be subject to close monitoring by officers. Contributing factors include a reduction in
Car Park income	Budget to improve car parks	(£72,080)	(£72,080)	£0	Budget increased as planned
Management Team Reductions	Initial reductions in the top levels of management within the Council	£268,997	£256,600	(£12,397)	One senior manager remained in post until May
Management Team Reductions	Maintain budget for support with elections	(£20,000)	(£20,000)	£0	Forecast to be used in year to provide support
Active & Healthy Staff Costs	Sport England to fund Programme Lead post (3 years)	£82,600	£82,600	£0	Budget removed and saving is achievable
RAMM	RAMM - Delete Vacant post	£13,480	£13,480	£0	Post deleted therefore savings achieved
Strata Data	Strata Data Centre Costs, charge EDDC & TDC for proportion of energy costs	£56,688	£56,688	£0	To be invoiced shortly; saving achieved
OTHER PROPOSALS		£1,201,765	£949,693	(£252,072)	
TOTAL		£3,049,493	£2,450,875	(£598,618)	