

DRAFT SAVINGS PROPOSAL

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|-------------------------------|-------------------------------------------------------|------------------------------------|--------------------------------------|
| Proposal Title: | Review of Monitoring Officer service structure | | |
| Reference: | SAV / GOV 003 / 21-22 | Savings Type: | Reduction in provision |
| Directorate: | Governance | Savings Service Area: | Central services |
| Directorate Service: | Monitoring Officer | Strategic Priority Outcome: | 12. Not aligned - Statutory function |
| Lead Officer and Post: | Asmat Hussain, Corporate Director, Governance | Lead Member and Portfolio: | Mayor John Biggs, Executive Mayor |

| Financial Impact: | Current Budget 2020-21 | Savings/Income 2021-22 | Savings/Income 2022-23 | Savings/Income 2023-24 | Total Savings/Income |
|-------------------|------------------------|------------------------|------------------------|------------------------|----------------------|
| Budget (£000) | 330 | (52) | - | - | (52) |

| Staffing Impact (if applicable): | Current 2020-21 | FTE Reductions 2021-22 | FTE Reductions 2022-23 | FTE Reductions 2023-24 | Total FTE Reductions |
|----------------------------------|-----------------|------------------------|------------------------|------------------------|----------------------|
| Employees (FTE) or state N/A | 2.4 | (0.4) | - | - | (0.4) |

Proposal Summary:

The Monitoring Officer statutory duties are carried out by the Monitoring Officer, supported by deputising officers allocating part-time hours to these duties.

The proposal is to delete 0.4 FTE x Deputy Monitoring Officer post from April 2021, with the Monitoring Officer continuing to be supported by a Deputy Monitoring Officer.

Risk and Mitigations:

Risk: Loss of corporate governance memory.

Mitigation: Additional training for the Deputy Monitoring Officer and the three Heads of Service in Legal Services to support Monitoring Officer statutory duties.

Resources and Implementation:

The deletion of the post will result in redundancy costs.

SAVINGS PROPOSAL – BUDGET EQUALITY ANALYSIS SCREENING TOOL

| Trigger Questions | Yes / No | If Yes – please provide a brief summary of how this impacts on each protected characteristic as identified in the Equalities Act 2010. This will need to be expanded in a full Equality Analysis at full Business Case stage. |
|-----------------------------------------------------------------------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Does the change reduce resources available to address inequality? | No | |
| Does the change reduce resources available to support vulnerable residents? | No | |
| Does the change involve direct impact on front line services? | No | |
| Changes to a Service | | |
| Does the change alter who is eligible for the service? | No | |
| Does the change alter access to the service? | No | |
| Changes to Staffing | | |
| Does the change involve a reduction in staff? | Yes | No impact on protected characteristics as identified in the Equalities Act 2010. |
| Does the change involve a redesign of the roles of staff? | No | No impact on protected characteristics as identified in the Equalities Act 2010. |

Summary:

To be completed at the end of completing the Screening Tool.

Based on the Screening Tool, will a full EA will be required?

No

Additional Information and Comments:

Changes will be carried out in line with the Council's policies on organisational change.