

Star Chamber

Councillor A Stone

24 November 2005

Administration Services

Electoral Registration

Telephone and Internet Registration – reduced postage of £3,000

Will also result in increased productivity – non cashable

Increased postal application costs of £3,000

Electoral Administration Bill

Increased canvassing costs to be met from existing budgets (£5,000 approximately)

Review costs and income in respect of Parish Council Elections and County Council Elections

Information Services

Central Printer Replacement

Review lease of one of central printers will save £6,000 in 2006/07 and £12,000 thereon

Roll out smaller printing jobs to Services by way of additional Service printers

Will also generate some Gershon non-cashable efficiency savings

Network Savings from move to new network will be £15,000 per annum

Server Replacement Maintenance Savings will be £4,000 in 2006/07 – may reduce in future years

Staffing – review potential for ER/VR savings

Further report on implementing a corporate Electronic Document Management System

Revenue Services

Direct Debits Transaction Savings

Net savings from increased volume of direct debits already included in revised bank charges estimates

Council Tax Billing

Outsource Council Tax Billing process will save £2,000 per annum

Single Persons Discount

Partnership working with LAs and Experian to ratify SPD will increase Council Tax Base. May be initial small additional cost.

Pilot the prosecution for non-return of financial information following Liability Order for one year. Annual saving of £6,000 anticipated.

Review of Establishment

Deletion of vacant post will save £20,000

Electronic access to HB Returned Cheques will save £2,000 per annum

Property Services

Inclusion of switchboard in Customer Contract Centre will result in savings of £18,000 per annum

Ryelands House

Further report back on future use of buildings linked to retirement of caretaker in 2006

Charter Market

Increase in number of stalls has increased income

Project Management

Further report on financing options for additional post to manage major projects