

SERVICE LEVEL AND PROGRAMME CHANGES

Efficiency Gains (Operating budgets)

Throughout the year steps are taken to identify more efficient and more effective processes. Movements in efficiency and effectiveness are ongoing and it is not easy to record many of them, but those specifically recorded in this Financial Plan total \$4.39M.

'Change Proposal Savings'

This was an organisational change which reduced Council staff by 54.5 full-time equivalents. It was achieved without the need for any involuntary redundancies. The ongoing savings total \$2.45M and these have been factored into 2001/02 Unit budgets.

Unit/Team	FTE Saving	\$ Saving
<i>City Water and Waste</i>		
Maintenance Teams	14	(525,000)
Contracts	1	(45,000)
Trade Waste	2	(90,000)
Customer Services	4	(180,000)
Support	2	(90,000)
Other Teams	3.5	(170,000)
<i>Parks and Waterways</i>		
Parks Rangers	3	(120,000)
Botanic Gardens	6.5	(163,000)
Other Teams	3.5	(167,000)
Consultant fees		(100,000)
<i>GeoData Services</i>		
Product Delivery Team	10	(390,000)
<i>Corporate Office and Internal Services</i>		
Corporate Assurance	1	(50,000)
MIS	2	(120,000)
HR and Corporate Office	2	(80,000)
Property Maintenance		(220,000)
Publishing and Design		(250,000)
Cars		(210,000)
	54.5	(\$2,970,000)
Funding for Proposed New Positions		520,000
Total Change Proposal Savings		(\$2,450,000)

Other Efficiencies and Savings

These are not part of the Change Proposal above and are as follows:

• Car Parking

- The ongoing partnership development between the Parking Unit and Collections Unit of the Department for Courts has resulted in an increase in the total dollar amount of fines collected (150,000)

• City Streets

- Amenity Cleaning Contract (808,331)

• City Water and Waste

- Solid Waste - Operational cost saving at Burwood due to completion of gas trials, reduced depreciation and reduced professional fees (66,000)
- Water Supply - Saving from renegotiated City Care contract for maintenance of water reticulation system (90,000)

• Community Relations

- Non-replacement of a staff resource (38,000)
- Reduced photocopying provision to reflect 'e.Council' initiatives and changes to the Council Agenda (55,000)

• Corporate Expenses

- ACC Premium Saving (33,000)

• Corporate Services

- Right-fax project - A central fax in the Document Distribution Centre will receive faxes which will be forwarded to staff electronically as messages are received. This will reduce the number of fax machines and dedicated lines required. (15,900)
- PC Installations (40,000)
- Pipe-yard Relocation - Better utilisation of staffing and leased space will lead to lower overall costs of Store Operations (14,400)

• Environmental Services

- Two of the Unit's 14 teams have lower staff levels than last year (80,000)

• Financial Services

- Financial Services Computer (AS400) Operating Costs - Savings on 'overlap' operating costs (16,000)
- Payroll Bureau Costs - The proposed implementation of an in-house SAP payroll system in 2002 has enabled Financial Services to reduce the bureau payments it makes (20,000)
- Audit Fees - Additional systems work required to document and evaluate the new SAP/GEMS accounting system not required in 2001/02 (10,000)

- Stationery savings (13,000)

• Library and Information Services

- Bindery - Savings have been made in the Bindery through changes to work practices, resulting in fewer staff being required (75,000)

• Management Information Services

- Annual cost saving due to the planned decommissioning of the AS400 system (150,000)

• Parks and Waterways

- Continued installation of automatic irrigation systems to replace manual systems (8,500)
- Renewal of assets, particularly park toilets, through the 2000/01 and 2001/02 capital programmes will result in some cost savings through reduced repairs, cleaning and maintenance requirements (5,600)

• Property - Asset Management

- Review of proposed programmes and reactive maintenance provisions (256,179)

Total Gains (\$4,394,910)