

Budget Option 2018/19 – 2019/20

Cumulative Net Savings

Reference:	FCS CIDS2
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2017/18 £'000	2018/19 £'000	2019/20 £'000
1.3	2.3	2.3

Director Responsible for Delivery	Judith Badger
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Cabinet Portfolio Holder	Councillor Alam
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Finance Business Partner	Mike Hirst
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Proposal Description	To remove the cost of hiring a van for the Information Governance team to deliver historic paper records to staff across RMBC
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Details of Proposal (including implications on service delivery)	To stop delivering historical paper records to staff across RMBC and requiring that they will collect these records from Bailey House in future.
Implications on other Services (identify which services and possible impact)	Every service will be impacted but the impact is seen as minimal. Staff time will be consumed in picking up documents from the IG team in Bailey House. Through careful planning this should be able to be managed to reduce any impact. Data protection is something which will need to be secured/enforced through training and accountability.
Support required from Corporate Services – Finance, HR, Legal, ICT (please specify)	None
Reduction in Staffing Posts (FTEs)	None
Reduction in Head Count	None

Decision Maker: Cabinet, Commissioner or Officer / Management Action	Management Action
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Appendix 2 – F&CS