

## How could Orkney Islands Council achieve an efficiency saving?

The winning suggestion drawn at the AGM was:

### REMOVAL OF TELEPHONE RENTAL PAYMENTS TO STAFF

Some of the other suggestions were:

*Provide a bigger car park for OIC staff so that time and energy not wasted by staff (essential car users) circling Kirkwall trying to find a parking space*

*Co-ordinate transport across County involving NHSO*

**Use second class post**

Take the suggestions which scores of staff spent 9 days contributing to the Joint Diagnostic Project a couple of years ago, and implement the ones that aim at efficiency - that should require less effort on the part of the SWOP project and its lead consultant - an efficiency in itself.

Make the "draft" setting on all OIC printers standard practice

**Not post out pay slips to staff who are based at central offices/depots etc**

Allow budget holders to keep a % of savings they find within their budget. Builds in an immediate incentive to locate savings whereas now they are removed to others overspend i.e. a disincentive

**Use one-sided confidential paper as note paper or use for draft documents.**

**Greater use of whiteboard and remote conferencing**

**Turn down heating;  
switch off unused lights;  
close doors in winter;  
summer switch off fans  
and open windows.**

- 1) Staff should switch off light when no-one is in offices and computers and anything else electrical.
- 2) Staff sickness levels need managing - too many on long term sick and this costs money

**Turn down all radiators to 2 or under**