

## Client Profile

### Public Sector Consultancy

Bridgend County Borough Council Environmental & Planning Services Directorate's use of RedSky IT's Progression AEC Electronic Time Capture facility has enabled them to make a saving of around £20,000 on the cost of staffing their Central Administration Department



### Bridgend County Borough Council Environmental & Planning Services Directorate

Bridgend County Borough Council's Central Administration Department provides administrative, personnel, IT and finance support to four departments within the Council - Planning, Transportation & Engineering, Public Protection and Architectural & Technical Services. It has the challenge of keeping track of the time commitments of around 270 staff, many of whom are spread across the county: for example Highways Officers and Engineers out on site.

By implementing RedSky IT's Professional Services Solution, Progression AEC, the Directorate is now able to analyse performance accurately and monitor the time/work breakdown of staff on the basis of electronic timesheet submission and reports.

ETCi (Progression AEC's Electronic Time Capture module) was purchased two years ago because the Directorate wished to lower the cost of providing their service – by reducing the resource required to input over 270 timesheets every week.



**“Without the Progression AEC solution it would take much longer to collect project information, analyse it and report to clients and send out invoices. What we now have is much improved management of the process and it helps us to prove that we are providing best value on each and every project we carry out.”**

### Bridgend County Borough Council

<b>Sector</b> - Public Sector	<b>Founded</b> - 1996
<b>Employees</b> - 600	<b>Turnover</b> - £39 million
<b>Solution used</b> - Progression AEC, ETCi	

#### About RedSky IT

RedSky IT is a market leader within Construction, providing IT solutions to over 1500 companies including 40% of the top 100 contractors, 14 of the top 50 AEC consultants and many hundreds of small and medium sized businesses. With over 30 years' experience, we offer a complete portfolio of software solutions to help construction, contracting, house building and professional services firms manage their operations.

Now 230 personnel submit their timesheets electronically via ETCi, saving enough time for the administration staffing levels to be reduced, and saving the Council £20,000 in staffing costs. Gary Ennis, Head of the Central Administration Services, explains, “Progression AEC has become a much more important tool over the last couple of years. We are now at a point where we can decrease resources. We have been able to reduce the number of staff in the Directorate, effectively saving around £20,000 off the budget”.

And more cost reductions will follow when the system is rolled out across other departments as envisaged, in line with the Council's trend towards electronic data transmission and systems integration.

#### Staff Time Analysis

Another benefit of using Progression AEC is that the Central Administration Department is able to generate accurate reports from timesheets submitted via ETCi and thus fulfil the requirements of the Council's Staff Time Analysis Scheme.

Staff Time Analysis is one of the successful remaining legacies of the Government's Compulsory Competitive Tendering policy, which was succeeded by the Best Value Initiative. It requires each department to monitor staff effectiveness and ascertain whether staffing levels are sufficient or where there is spare capacity. Progression AEC enables Central Administration Services to manage each department's submission, helping the Council monitor the time of 230 staff and analyse their effectiveness to meet the Best Value Initiative.

#### Demonstrating value for money

The Environmental & Planning Services Central Administration Department has two users, whose main use of Progression AEC is for monthly job reporting, including providing a budgetary overview for accountants, and project cost monitoring. This enables Architects, Engineers and Project Managers undertaking Council work to show that they are providing clients with value for money. Gary Ennis explains, “Progression AEC is used on three levels: for trading accounts, for monitoring Service Level Agreements and to allocate costs to cost centres. Some departments need to show a trading account, and all need to prove to clients that they are being cost effective and to the Authority that they are worthwhile. Progression AEC's reports enable them to check exactly what's been spent where”.

Clearly the use of Progression AEC and ETCi over the last two years has had a positive impact on an organisation dealing with many different staff and clients, from Council departments to external organisations. With many different projects to track, and so many field-based staff, managers now know exactly where they are in terms of both project budgets and manpower, thanks to the use of Progression AEC and ETCi. Gary Ennis concludes, “There is no doubt that ETCi has made a big difference”.

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