

## APPENDIX 4

## FINANCE and MANAGEMENT COMMITTEE - PROPOSED BASE BUDGET 2013/14

Cost Code	Service Area	Proposed Budget 2013/14 £	Approved Budget 2012/13 £	Change £	Notes and Comments on Changes
PSX40	Senior Management	393,268	367,337	25,931	Salary allocations from Finance (£34k) offset by reduction in national insurance contributions (£4k) and budget savings on training/seminars (£4k).
PSX50	Reprographic/Print Room	81,865	80,633	1,232	Annual indexation payment on Corporate Services Contract
PSX55	Financial Services	373,862	456,270	-82,408	Salary allocations of £34k to Senior Management and £42k to Housing Benefits; plus reduction in national insurance contributions of £3k and budget savings of £3k following transfer of function to the Council.
PSX56	Internal Audit	122,640	122,640	0	No variance
PSX57	Merchant Banking Services	48,402	37,336	11,066	Additional license charges for upgrading to internet banking to comply with security procedures
PSX60	ICT Support	654,812	660,266	-5,454	Internal transfers to Elections and Estate Management (£18k) for software licences; offset by annual indexation payment on Corporate Services Contract (£7k) and uplift on other IT contracts (£6k).
PSX65	Legal Services	35,314	72,276	-36,961	Mainly £38k salary allocations transfered to Property Services following restructure.
PSX75	Personnel/HR	238,279	249,206	-10,927	Savings on corporate training budget - as planned (£15k) offset by annual indexation payment (£4k).
PSX76	Policy & Communications	241,920	237,696	4,224	Annual indexation payment on Corporate Services Contract
PSX77	Customer Services	565,327	562,381	2,946	Annual indexation payment (£9k) offset by final lease payments on cash machines (£6k).
PSX78	Health & Safety	34,067	38,580	-4,513	Reduction in specific training requirements - future provision in corporate training budget.
PSX81	Civic Offices & Depot	312,228	285,740	26,488	Increase in depreciation (£28k), offset by some small budget savings.
PSX95	Procurement Unit	160,735	158,982	1,753	Annual indexation payment on Corporate Services Contract
KJE40	Office Cleaning and Caretaking	62,604	54,050	8,554	Additional staff cover and materials being required
<b>Central and Departmental Accounts</b>		<b>3,325,324</b>	<b>3,383,393</b>	<b>-58,068</b>	
HTT00	Concessionary Travel (replacement bus passes)	3,000	3,000	0	No variance
<b>Concessionary Travel</b>		<b>3,000</b>	<b>3,000</b>	<b>0</b>	
AAD00	Democratic Representation & Management	592,656	615,221	-22,565	Mainly savings on IT costs and committee process. Member's allowances being held at maximum approved level but are likely to be lower based on current committee structure.
AAM00	Corporate Management	86,900	107,265	-20,365	Reduction in corporate subscriptions and professional support fees
AAM01	Corporate Finance Management	65,642	79,785	-14,143	Reduction in External Audit fees
KJW00	Debt Recovery Costs	122,300	120,468	1,832	Annual indexation payment on Corporate Services Contract
<b>Corporate and Democratic Costs</b>		<b>867,498</b>	<b>922,739</b>	<b>-55,241</b>	
ACE00	Registration of Electors	18,743	35,950	-17,207	Canvass fees in 2012/13 not required (£20k) offset by provision allowed for a mini canvass in 2013/14

ACE10	Conducting Elections	88,011	96,980	-8,970	Reduction in employee costs due to approved restructure (£26k) offset by software support license for elections system transfered from IT (£10k) and provision made to replace election booths (£9k)
<b>Electoral Registration</b>		<b>106,754</b>	<b>132,930</b>	<b>-26,176</b>	

ACT01	Parish Councils	311,182	310,980	202	Minor variance on insurance premium
<b>Payments to Parish Councils</b>		<b>311,182</b>	<b>310,980</b>	<b>202</b>	

ABP00	Funded Pension Schemes	232,037	271,635	-39,598	On-going saving for past service defiiect costs agreed in 2012/13
W4A00	Net Interest	-21,010	-25,401	4,391	Estimated reduction in overall interest received due to lower amounts on temporary deposit
<b>Pensions and Interest</b>		<b>211,027</b>	<b>246,234</b>	<b>-35,207</b>	

PSX85	Estate Management	-79,724	-23,719	-56,005	Reduction in depreciation (£81k) and increased income from property lettings (£20k); offset by salary allocation transferred from Legal Services following restructure (£38k) and software support license for asset register transferred from IT (£8k).
<b>Property and Estates</b>		<b>-79,724</b>	<b>-23,719</b>	<b>-56,005</b>	

ACA00	Council Tax Collection	-49,110	-53,053	3,943	Annual indexation payment on Corporate Services Contract
ACA40	Non Domestic Rates Collection	37,570	33,144	4,426	Annual indexation payment on Corporate Services Contract (£2k) and additional provision for business rate relief (the Council's contribution) based on increased claims (£2k)
KGL00	Rent Allowances Paid	162,000	109,970	52,030	Anticipated reduction in subsidy due to change in regulations arising out of Welfare Reform.
KGL10	Net cost of Non-HRA Rent Rebates	48,000	48,000	0	No change
KGNO0	Net cost of Rent Rebates Paid	68,000	77,400	-9,400	Better overall position anticipated based on current claims and subsidy
KGP00	Housing Benefits Administration	28,359	-58,219	86,578	Reduction in Administration grant (£40k) and salary allocations from Financial Services (£42k). In addition, annual idexation payment (£4k).
<b>Revenues and Benefits</b>		<b>294,819</b>	<b>157,242</b>	<b>137,577</b>	

<b>COMMITTEE TOTAL</b>	<b>5,039,881</b>	<b>5,132,799</b>	<b>-92,918</b>
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