

6. FINAL 2017/18 JOINT COMMITTEE BUDGET

REPORT OF: Peter Stuart, CFO to Census Joint Committee
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Wards Affected: All
Key Decision No

Purpose of Report

1. This report presents the Joint Committee with the final revenue and capital budgets for both the Revenues and Benefits Service and ICT service for 2017/18.

Recommendations

2. That the revenue and capital 2017/18 budgets for both the Revenues and Benefits Service and the ICT Service be approved.
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2017/18 Budgets

Revenues and Benefits

3. The final budget for approval has not changed since the draft budget was presented to the Joint Committee in December 2016, save for the addition of 1% inflation on salaries and services costs.
4. For completeness, this is shown below at a net total of £3.017m.
5. Members should note that we are budgeting for a full year of the service for all partners, in the full knowledge that Adur DC should have left the Revenues and Benefits aspect of the partnership by October 2017. This will be dealt with by an adjustment in year, and reported at the December meeting of this Committee.

ICT

6. The final ICT budget is as presented in December, with no changes.

Policy Context

7. Shared services are one aspect of the Councils work towards running Better Services.

Other Options Considered

8. None applicable.

Financial Implications

9. The financial implications are detailed within the body of this report.

Risk Management Implications

10. None applicable

Equality and customer service implications

11. None

Other Material Implications

12. None.

Census Revenues and Benefits Budget 2017/18		Benefits	Revenues	2017/18	2016/17		
		£	£	£	£		
Employees							
	Operational Permanent Staff	1,491,968	1,294,239	2,786,207			
	Professional subscriptions	4,848	0	4,848			
		1,496,816	1,294,239	2,791,055			
Transport							
	Local Scheme Lump Sum	6,896	5,195	12,091			
	Contract Car Hire	18,821	16,156	34,977			
	Essential Mileage	5,392	9,295	14,687			
	Casual Mileage	5,544	2,497	8,041			
	Travel Costs	1,022	1,386	2,408			
		37,675	34,529	72,204			
Supplies and Services							
	Small Equipment Purchase	511	0	511			
	Uniforms	420	55	475			
	Paper	668	119	787			
	Outside Printing	21,605	24,152	45,757			
	Scanning and Indexing contract	0	74,914	74,914			
	Direct Stationery Purchases	3063	985	4,048			
	Payment Cards	0	4,606	4,606			
	Envelopes	2934	0	2,934			
	Books/Periodicals	343	419	762			
	Other Notices and Leaflets	0	525	525			
	Land Registry	512	1,576	2,088			
	Magistrates Court Costs	0	40,831	40,831			
	Audit Fees (External)	1,840	1,818	3,658			
	Consultants Fees	6,846	7,707	14,553			
	Professional Trace Fees	122	4,304	4,426			
	Bailiffs Fees/Warrant Enforc/Search Fee	4,054	14,969	19,023			
	Direct Postage	40,816	39,709	80,525			
	Courier Service/Mailing/Packing costs	10,888	142,200	153,088			
	Mobile Phone Rental	1,790	1,908	3,698			
	Purchase Computer Equipment	2569	0	2,569			
	Software Licence and Maintenance	47,073	28,940	76,013			
	Software Maintenance	81,824	69,281	151,105			
	Refreshments Etc	0	157	157			
	Training and Seminars	22,832	11,519	34,351			
	Conference Expenses	0	130	130			
	General Subscription	817	189	1,006			
		251527	471013	722,540			
Customer and Client receipts							
	Magistrates Court Costs	0	(565,330)	(565,330)			
	Costs Received	(3,000)	0	(3,000)			
		(3,000)	(565,330)	(568,330)			
Total							
	Gross Expenditure	1,786,018	1,799,781	3,585,799			
	Gross Income	(3,000)	(565,330)	(568,330)			
	Net Expenditure	1,783,018	1,234,451	3,017,469	2,969,034		
Proportional Sharing (%):							
	36.56% Mid Sussex District Council	651,942	451,365	1,103,307	1,085,597		
	34.97% Horsham District Council	623,607	431,746	1,055,353	1,038,413		
	28.46% Adur District Council	507,469	351,340	858,809	845,025		
				48,435	Increase on 2016/17 base		
	Summary of changes:			14,462	Effect of salary increments		
				26,177	Effect of 1% pay award		
				7,796	Inflation		
				48,435	Total change from 16/17		

Census ICT - Final Budget 2017/18				
	£			
Salaries	1,257,148			
Superannuation	179,517			
Overtime	6,000			
Recruitment Advertising	1,500			
<u>Direct Costs</u>				
Mileage	8,000			
Travel Costs	520			
Training	18,480			
Stationery	0			
Books/ publications	100			
Photocopier	320			
Hospitality	1,000			
Advertising	0			
Grants & Subscriptions	2,060			
Equipment / Furniture	2,000			
Telephones (Incl calls)	2,150			
Computer Hardware - Technical upgrade	0			
Census Central Maintenance/licences	486,816			
	1,965,611			
Local Computer Licence/maintenance	691,775			
Operational Revenue Budget	2,657,386			
	2017/18	Contribution		
% Split between Councils- Operational costs	Operational Budget Share	Rate		
Horsham	736,113	27.70%		
Mid Sussex	873,153	32.86%		
ADC/WBC	1,048,121	39.44%		
Census Project Work 2017/18				
	Total Cost	HDC	MSDC	WBC
CAPITAL PROJECTS	£	£	£	£
TOTAL CAPITAL	0	0	0	0
REVENUE PROJECT WORK				
Hardware and consultancy	60,000	20,000	20,000	20,000
TOTAL REVENUE	60,000	20,000	20,000	20,000