

**LEADER PORTFOLIO
REVENUE BUDGET 2009/10**

CORPORATE POLICY & IMPROVEMENT

2007/08 Actual	2008/09 Original Estimate	2008/09 Revised Estimate	Cost Centre	2009/10 Original Estimate	2010/11 Projection	2011/12 Projection
£	£	£		£	£	£
			Central Services:			
			Corporate & Democratic Core:			
			Corporate Management			
197,202	214,140	297,680	Office of the Chief Executive	223,970	230,310	236,930
479,179	468,690	462,540	Policy & Improvement	426,710	401,460	413,470
76,780	78,760	94,120	Partnerships	78,060	80,590	83,220
			Central Services to the public			
110,699	155,470	246,040	Civil Contingencies	153,420	157,250	161,240
-33,141	-33,270	-268,430	Transfers to/from (-) Reserves	-37,340	0	0
830,719	883,790	831,950	GF Net Expenditure	844,820	869,610	894,860
			Subjective Analysis			
602,089	673,810	647,660	Employees	648,630	631,840	652,720 (1)
1,967	0	20,000	Premises	0	0	0
191,201	129,380	332,470	Supplies & Services	119,850	120,100	120,360
9,245	9,260	9,260	Transport	9,260	9,260	9,260
-33,141	-33,270	-268,430	Transfers to/from (-) Reserves	-37,340	0	0
771,361	779,180	740,960	Total Controllable Expenditure	740,400	761,200	782,340
1,580	1,410	1,410	Employees	1,690	1,750	1,810
5,100	5,140	5,140	Premises	5,280	5,450	5,630
27,571	33,460	32,370	Supplies & Services	35,530	36,720	37,930
120,120	125,930	125,460	Support Services	139,390	143,940	148,630
3,258	3,260	3,260	Capital Charges	3,260	3,260	3,260
157,629	169,200	167,640	Total Additional Expenditure	185,150	191,120	197,260
928,990	948,380	908,600	Total Expenditure	925,550	952,320	979,600
			Less Income			
23,000	0	0	Government Grants	0	0	0
9,122	0	0	Sales Fees & Charges	0	0	0
10,000	10,000	10,000	Other Income	10,000	10,000	10,000
56,148	54,590	66,650	Internal Recharges	70,730	72,710	74,740
830,719	883,790	831,950	Net Expenditure	844,820	869,610	894,860

(1) Full Time Equivalents

The employees cost relates to the following number of full time equivalent employees:

OE 2008/9 13.32 RE 2008/9 12.32 OE 2009/10 12.91

LEADER PORTFOLIO
CORPORATE POLICY & IMPROVEMENT
RECHARGEABLE ACCOUNTS

Business Unit: DCPI

2008/09 Original Estimated	2008/09 Revised Estimated	Cost Centre	2009/10 Original Estimate		
			Gross Expenditure	Gross Income	Net Expenditure
£	£		£	£	£
		Support Services			
56,330	57,960	Communications & Media	60,060		60,060
92,780	77,360	Corporate Governance	69,480		69,480
82,400	91,050	Overview & Scrutiny	83,260		83,260
-231,510	-226,370	Recharges to Services		212,800	-212,800
0	0	Net Expenditure	212,800	212,800	0
		Subjective Analysis			
151,030	153,290	Employees	148,580	(1)	
31,670	26,680	Supplies & Services	14,060		
280	280	Transport	280		
182,980	180,250	Total Controllable Expenditure	162,920		
390	390	Employees	420		
9,990	8,640	Supplies & Services	10,640		
37,310	36,250	Support Services	37,980		
840	840	Capital Charges	840		
48,530	46,120	Total Additional Expenditure	49,880		
231,510	226,370	Total Expenditure	212,800		
		Less Income			
0	0	Other Income	0		
231,510	226,370	Internal Recharges	212,800		
0	0	Net Expenditure	0		

(1) Full Time Equivalents

The employees cost relates to the following number of full time equivalent employees:

OE 2008/9 4.61 RE 2008/9 3.61 OE 2009/10 3.61

**LEADER PORTFOLIO
REVENUE BUDGET 2009/10**

CORPORATE POLICY & IMPROVEMENT

Major Variances between 2008/09 Revised and Original Estimates

	£	
Revised Estimate 2008/09	831,950	
Original Estimate 2008/09	883,790	
Increase/Decrease(-) in Net Expenditure	<u>-51,840</u>	
Explained by:-	£'000	£'000
<u>Controllable Expenditure</u>		
Increase in Employee Costs:-		
Honarium 18/7/08 to 31/12/08 covering Exec Director DCPI	5	
Net saving on Exec Director / Assist Chief Executive post	-20	
C.Executives post vacant part July (2 weeks)	-2	
Bus Process Improv officer post transf to CSU to cover honorariums	-35	
1 Market supplement & standby payments to Civil Cont officer & assistant now paid through basic pay	6	
Corp Improvement officer protection re departmental restructure reduces until 31/7/09	-1	
Vacancy provision increase 0.5%	-3	
1 Reduced Other Pay due to payment being made through basic pay	-6	
2 Recruitment costs for Chief Executive (£8k funded from reserves)	22	
3 Training Civil Contingencies support officer (reserves)	2	
Other including increased hours and SCPs	<u>6</u>	-26
Increase in Premises Costs:-		
4 Emergency Planning alterations to flood room Claro Road (reserves)	15	
5 C.Executive office redecoration (funded from reserves)	<u>5</u>	20
Increase in Supplies & Services :-		
6 Emergency Planning rest room equipment (reserves)	4	
7 Customer Care expenditure (reserves)	33	
8 Community Engagement Member Training (reserves)	3	
9 Contribution to NYLRF (reserves)	2	
10 Corp Improvement Initiatives (CPA , Diversity training) (reserves)	17	
11 Emerg generator, Corp Research, Signage, Comp Area Assess(reserves)	106	
12 Comm Engagement Youth Participation work (reserves)	19	
13 Partnership Development & VFM (reserves)	22	
Other adjustments	<u>-3</u>	203
2-13 Transfers to/from (-) Reserves		-235
		<u>-38</u>
<u>Additional Expenditure</u>		
Other SLAs		-2
<u>Internal Income</u>		
Increase in Chief Executive's time charged to DRM		-14
Other small variations		2
		<u><u>-52</u></u>

Note: numbered items linked (see page A3 for details)

LEADER PORTFOLIO

ANALYSIS OF APPROPRIATIONS TO/FROM RESERVES

RE 2007/08, OE 2008/09 & Projections 2009/10, 2010/11

	Rev code	B/sheet code		OE 2008/9 £	RE 2008/10 £	No.	OE 2009/10 £	OE 2010/11 £
Corporate Policy & Improvement								
BPPO post (LPSA RE/OE HR RES)	3255 001 / A15	E43 9R39	C	-33270	-35290		-37340	
Corporate Research (Organisational improvement)	3255 /A15	E52 9R54	pl cp0009		-10000	11		
Media & Communications (new signage)	3255 xxx/A15	E52 9R54	pl cp0009		-10000	11		
A Public Guide to Councillors	3255 xxx/A15	E52 9R54	pl cp0009		-1200	11		
CIF Diversity Training - Staff & Members	3255 431 / A15	E52 9R54	C cp0020		-4000	10		
CIF CPA Corporate Assessment & Re-categorisation	3255 431 / A15	E52 9R54	pl cp0020		-10000	10		
CIF Community Plan Hgte District Partnership	3255 431 / A15	E52 9R54	pl cp0020		-3000	10		
BV/CPA Partnership Review (VFM data quality)	3255 440 / A15	E90 9R39	C cp0008		-5000	13		
Appointment of new Ch Executive	3248 054 / A15	E52 9R54	C cp0020		-5000	2		
Appointment of new Ch Executive	3248 051 / A15	E52 9R54	C cp0020		-2620	2		
Appointment of new Ch Executive	3248 101/ A15	E52 9R54	C cp0020		-5000	5		
Emergency generator/tel system improvements	3361 433 / A15	E52 9R54	C cf0001		-71190	11		
Rest Centre Equip	3361 171 / A15	E52 9R54	C cf0001		-3500	6		
Alterations to Flood Command Rooms at Claro Rd	3361 101 / A15	E52 9R54	C cf0001		-15000	4		
Training for Civil Contingencies Support Officer	3361 054 / A15	E52 9R54	C cf0001		-1600	3		
Training for CMT on Emergency Planning	3361 xxx / A15	E52 9R54	C cf0001		-1500	11		
Contribution to NYLRF	3361 xxx / A15	E52 9R54	C cf0001		-1500	9		
LSP Website development	3251 xxx /A15	E50 9R39	C cf0014		-2600	13		
LSP 08/9 HBC Energy & waste grants	3251 xxx /A15	E50 9R39	C cf0014		-5050	13		
LSP Community conference	3251 xxx /A15	E50 9R39	pl cf0014		-2500	13		
LSP Meetings	3251 xxx /A15	E50 9R39	pl cf0014		-2000	13		
LSP MEF Admin	3251 xxx /A15	E50 9R39	pl cf0014		-3000	13		
LSP Admin	3251 xxx /A15	E50 9R39	pl cf0014		-1390	13		
Comm Eng Youth Participation Plan	3250 433 / A15	E52 9R54	C cp0001		-1000	12		
Comm Eng Youth Consultation	3250 433 / A15	E52 9R54	C cp0001		-1000	12		
Comm Eng Youth Participation Worker	3250 433 / A15	E52 9R54	C cp0001		-17000	12		
Comm Eng Member Training	3250 433 / A15	E52 9R54	pl cp0001		-2560	8		
Perf Mgt-Comprehensive Area Assessment Survey	3252 433 / A15	E52 9R54	pl cp0021		-10930	11		
Perf Mgt- efficiency training contribution	3252 433 / A15	E52 9R54	pl cp0021		-1000	11		
Perf Mgt- risk Mgmt training contribution	3252 433 / A15	E52 9R54	pl cp0021		-500	11		
Customer Care A-Z Update	3253 342 /A15				-1000	7		
CC Reprint A-Z	3253 342 /A15				-4000	7		
CC ICE Training	3253 342 /A15				-7500	7		
CC Mystery Shopper	3253 342 /A15				-2000	7		
CC Customer Satisfaction Survey	3253 342 /A15				-12000	7		
CC Face to Face	3253 342 /A15				-1000	7		
CC 0845 telephone numbers	3253 342 /A15				-1000	7		
CC Customer Engagement	3253 342 /A15				-4000	7		
				-33270	-268430		-37340	0
					-235160		-4070	

**LEADER PORTFOLIO
REVENUE BUDGET 2009/10**

CORPORATE POLICY & IMPROVEMENT

Major Variances between 2008/09 and 2009/10 Original Estimates

	£	
Original Estimate 2009/10	844,820	
Original Estimate 2008/09	<u>883,790</u>	
Increase/Decrease(-) in Net Expenditure		<u>-38,970</u>
Explained by:-		
	£'000	£'000
<u>Controllable Expenditure</u>		
Increase in Employee Costs:-		
Pay award 2.5%, N.I & Superannuation increase from 21% to 21.5%	19	
JEQ savings / costs	1	
Net saving on Exec Director / Assist Chief Executive post (CASH SAVING £5k)	-18	
Bus Process Improv officer post transf to CSU to cover honorariums	-36	
Secretarial support for C.Execs Personal Assistant	13	
1 Market supplement & standby payments to Civil Cont officer & assistant now paid through basic pay	8	
Corp Improvement officer protection re departmental restructure reduces until 31/7/09	-5	
Vacancy provision increase 0.5%	-3	
1 Reduced Other Pay due to payment being made through basic pay Other including increased hours and SCPs	-6	
	<u>2</u>	
		-25
Decrease in Supplies & Services :-		
Reduction in the Council's Annual Report printing costs (CASH SAVING)	-6	
Comm Engagement new print unit charges in additional expenditure	-2	
Other adjustments	<u>-2</u>	
		-10
Transfers to/from (-) Reserves		-4
		<u>-39</u>
<u>Additional Expenditure</u>		
Increase in Support Services :-		
Computer SLA	2	
DF Management	6	
Other SLAs (incl new print unit charge in OE)	<u>7</u>	
		15
<u>Internal Income</u>		
Increase in Chief Executive's time charged to DRM		-18
Other small variations		3
		<u>-39</u>

Note: numbered items linked

**LEADER PORTFOLIO
REVENUE BUDGET 2009/10**

CORPORATE POLICY & IMPROVEMENT RECHARGEABLE ACCOUNT

Major Variances between 2008/09 Revised and Original Estimates

Revised Estimate 2008/09		£
Original Estimate 2008/09		226,370
		231,510
	Increase/Decrease(-) in Net Expenditure	<u>-5,140</u>

Explained by:-	£'000	£'000
<u>Controllable Expenditure</u>		
Increase in Employee Costs:-		
JEQ savings / costs	1	
Corporate Improvement officer protection ceases 31/10/08	-3	
Vacancy provision increase 0.5%	-1	
Non Qualification training (Efficiency training £2.5k, Risk mgmnt £2k)(Reserves)	5	
Other including increments	<u>1</u>	3
Decrease in Supplies & Services:-		
Budget moved to Bus Support to fund temp Procurement post	-17	
O&S Research, Efficiency training, Risk Management (Reserves)	12	
P&R Planner (Reserves)	<u>1</u>	-4
		<u>-1</u>
<u>Additional Expenditure</u>		
Reduced Support Services:-		-4
Recharge to Services		<u><u>-5</u></u>

**LEADER PORTFOLIO
REVENUE BUDGET 2009/10**

CORPORATE POLICY & IMPROVEMENT RECHARGEABLE ACCOUNT

Major Variances between 2008/09 and 2009/10 Original Estimates

	£	
Original Estimate 2009/10	212,800	
Original Estimate 2008/09	231,510	
Increase/Decrease(-) in Net Expenditure	<u>-18,710</u>	
<hr/>		
Explained by:-	£'000	£'000
<u>Controllable Expenditure</u>		
Decrease in Employee Costs:-		
Pay award 2.5%, N.I & Superannuation increase from 21% to 21.5%	4	
JEQ savings / costs	2	
Corporate Improvement officer protection ceases 31/10/08	-3	
1 Procurement assistant post (transferred to Business Support Resources)	-5	
Vacancy provision increase 0.5%	-1	
	<hr/>	-3
Decrease in Supplies & Services:-		
1 Budget moved to Bus Support to fund temp Procurement post		-17
		<hr/>
		-20
<u>Additional Expenditure</u>		
Support Services		1
		<hr/>
Recharge to Services		<u>-19</u>

Note: numbered items linked