

REVENUE ESTIMATES 2003/04
FINANCE & MANAGEMENT COMMITTEE

Appendix 1

Actual Expend 2001/02		Cash Limit Estimate 2002/03	Probable Estimate 2002/03	Estimate Nov Base 2003/04	Cash Limit Estimate 2003/04
Chief Finance Officer					
627,086	CA3 Corporate Management	749,400	650,770	670,590	679,450
35,576	CA5 External Audit	39,930	37,280	37,310	38,080
1,480,127	CA9 Unapportionable O/Heads	519,470	560,270	547,380	559,540
58,723	CM1 Misc. Finance (Expenditure)	49,190	33,570	31,500	31,780
-145,122	CM2 Misc. Finance (Income)	-121,260	-213,370	-184,810	-184,820
183,160	KN1 Concurrent Functions	198,200	196,400	198,460	203,030
2,239,550	Net Expenditure - Chief Finance Officer	1,434,930	1,264,920	1,300,430	1,327,060
Economic Develop Manager					
77,698	HG1 Asset And Estate Management	66,680	68,530	68,750	70,000
28,041	HG2 Miscellaneous Properties	28,180	19,660	15,740	16,000
105,739	Net Expenditure - Economic Develop Manager	94,860	88,190	84,490	86,000
Finance Services Manager					
0	CA2 Capital Program	0	7,740	7,980	7,980
62,585	CA6 Treasury Management	60,530	74,160	75,560	75,610
6,377	CA7 Vat Administration	5,790	7,550	7,690	7,690
0	CA8 Corporate Personnel Issues	0	47,050	46,660	46,820
402	CZ1 Flood Damage Nov 2000	0	0	0	0
137	DG3 Housing Advances	880	30,390	34,760	34,760
9,163	DG5 Housing Associations	44,630	5,450	11,320	11,340
78,664	Net Expenditure - Finance Services Manager	111,830	172,340	183,970	184,200
IT/Customer Serv Manager					
172	KH5 Civil Marriages	560	130	140	140
172	Net Expenditure - IT/Customer Serv Manager	560	130	140	140
Legal/Members Serv Manager					
480,783	CA1 Democratic Representation	521,840	524,330	537,420	545,230
0	CA4 Publicity	0	22,950	21,540	21,540
45,142	CC2 Civic Ceremonials	54,600	63,820	65,370	65,370
53,297	CE1 Elections	50,200	17,800	59,720	59,900
55,372	CE2 Register Of Electors	72,980	87,160	78,240	78,530
0	CE3 Electoral Review	0	2,750	2,810	2,810
634,594	Net Expenditure - Legal/Members Serv Manager	699,620	718,810	765,100	773,380

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Actual Expend 2001/02		Cash Limit Estimate 2002/03	Probable Estimate 2002/03	Estimate Nov Base 2003/04	Cash Limit Estimate 2003/04
Revenue Manager					
3,251	CK2 Community Charge	3,640	0	0	0
-54,582	CK3 Cost Of Collection:NNDR	-59,050	-40,840	-42,170	-41,070
538,774	CK4 Council Tax	524,860	482,640	500,680	513,210
183,620	KF2 Bus Passes	192,770	194,640	220,360	225,810
280,734	KJ1 Benefits-Admin	277,140	261,870	246,720	256,120
32,250	KJ2 Benefits-Fraud Investigation	79,310	77,120	75,080	77,230
2,552	KJ3 Benefits-Appeals	2,080	2,040	1,960	2,020
185,138	KJ8 Housing Benefit	334,960	291,400	252,400	260,010
118,243	KJ9 Council Tax Benefit	130,350	115,700	115,700	118,590
1,289,980	Net Expenditure - Revenue Manager	1,486,060	1,384,570	1,370,730	1,411,920
<u>4,348,699</u>	NET EXPENDITURE - FINANCE & MANAGEMENT COMMITTEE	<u>3,827,860</u>	<u>3,628,960</u>	<u>3,704,860</u>	<u>3,782,700</u>

**REVENUE ESTIMATES 2003/04
FINANCE & MANAGEMENT COMMITTEE**

Appendix 2

**Variance Cash Limit Estimate to Probable Outturn
Year Ending 2002/03**

	£	£
Cash Limit Estimate 2002/03		3,827,860
Probable Outturn 2002/03		<u>3,628,960</u>
Total Net Variation		<u><u>-198,900</u></u>
Central, Departmental & Technical Support Variation		-91,770
Capital Charges Variation		-520
Soft Split Variation		-3,970
Direct Costs Central Committees		52,340
Cont'n to HRA		-19,060
Other Expenses Variation		
Chief Finance Officer		
CA3 Corporate Management	11,630	
CA5 External Audit	-2,940	
CA9 Unapportionable O/Heads	34,870	
CM1 Misc. Finance (Expenditure)	5,770	
CM2 Misc. Finance (Income)	-92,110	
KN1 Concurrent Functions	<u>7,430</u>	-35,350
Economic Develop Manager		
HG1 Asset And Estate Management	1,310	
HG2 Miscellaneous Properties	<u>-9,680</u>	-8,370
Finance Services Manager		
CA2 Capital Program	0	
CA6 Treasury Management	2,880	
CA7 Vat Administration	-710	
CA8 Corporate Personnel Issues	240	
CZ1 Flood Damage Nov 2000	0	
DG3 Housing Advances	300	
DG5 Housing Associations	<u>-30,000</u>	-27,290

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**Variance Cash Limit Estimate to Probable Outturn
Year Ending 2002/03**

	£	£
IT/Customer Serv Manager		
KH5 Civil Marriages		0
 Legal/Members Serv Manager		
CA1 Democratic Representation	-9,240	
CA4 Publicity	1,410	
CC2 Civic Ceremonials	520	
CE1 Elections	-3,350	
CE2 Register Of Electors	6,890	
CE3 Electoral Review	<u>0</u>	-3,770
 Revenue Manager		
CK2 Community Charge	0	
CK3 Cost Of Collection:NNDR	2,680	
CK4 Council Tax	-5,550	
KF2 Bus Passes	-220	
KJ1 Benefits-Admin	1,080	
KJ2 Benefits-Fraud Investigation	-920	
KJ3 Benefits-Appeals	0	
KJ8 Housing Benefit	-43,560	
KJ9 Council Tax Benefit	<u>-14,650</u>	-61,140
 Total Net Variation		 <u><u>-198,900</u></u>

**REVENUE ESTIMATES 2003/04
FINANCE & MANAGEMENT COMMITTEE**

Appendix 3

**Variance Probable Outturn to November Base
Year Ending 2003/04**

	£	£
Probable Outturn 2002/03		3,628,960
November Base Estimate 2003/04		<u>3,704,860</u>
Total Net Variation		<u><u>75,900</u></u>
Central, Departmental & Technical Support Variation		50,640
Capital Charges Variation		-1,230
Soft Split Variation		230
Other Expenses Variation		
Chief Finance Officer		
CA3 Corporate Management	-19230	
CA5 External Audit	-80	
CA9 Unapportionable O/Heads	-13380	
CM1 Misc. Finance (Expenditure)	-2940	
CM2 Misc. Finance (Income)	28560	
KN1 Concurrent Functions	<u>80</u>	-6,990
Economic Develop Manager		
HG1 Asset And Estate Management	-480	
HG2 Miscellaneous Properties	<u>-2230</u>	-2,710
Finance Services Manager		
CA2 Capital Program	-390	
CA6 Treasury Management	1170	
CA7 Vat Administration	-50	
CA8 Corporate Personnel Issues	-410	
CZ1 Flood Damage Nov 2000	0	
DG3 Housing Advances	0	
DG5 Housing Associations	<u>5000</u>	5,320
IT/Customer Serv Manager		
KH5 Civil Marriages		0
Legal/Members Serv Manager		
CA1 Democratic Representation	8180	

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**Variance Probable Outturn to November Base
Year Ending 2003/04**

		£		£
CA4	Publicity	-1830		
CC2	Civic Ceremonials	-90		
CE1	Elections	39710		
CE2	Register Of Electors	-9940		
CE3	Electoral Review	0		36,030
 Revenue Manager				
CK2	Community Charge	0		
CK3	Cost Of Collection:NDR	360		
CK4	Council Tax	-3530		
KF2	Bus Passes	25570		
KJ1	Benefits-Admin	11210		
KJ2	Benefits-Fraud Investigation	0		
KJ3	Benefits-Appeals	0		
KJ8	Housing Benefit	-39000		
KJ9	Council Tax Benefit	0		-5,390
 Total Net Variation				75,900

APPENDIX 4

FINANCE and MANAGEMENT SERVICES

SUMMARY OF ALL SCHEMES SUBMITTED

<u>SUMMARY OF SCHEME</u>	3 year Estimate (NET) £	One -off	<u>Total Score</u>
New post - Development Control Technician	72,000		53
Contaminated Land Officer - Env Prot scheme	84,100		51
Elections - Equipment additions	5,000	Yes	47
Crime & Disorder Partnership Analyst Support	21,000		47
New posts - Two half time Admin Support Assists	50,100		46
Purchase of Formic Data Capture Software	23,410		45
Disability Access Audits	40,000	Yes	45
Student Environmental Health Officer Post	11,300		43
Democratic Representation - Conferences - Members	4,200		36
Asset Management Officer	90,500		36
Licensing Team Assistant	52,300		33
Repair Works to Public Buildings	75,000		33
Implement phase 2 restructuring of Technical Services	37,150		32
VAT Consultancy and Technical Support	7,500		32
Corporate Property Budget	15,000		31
Partnership Development Assistant	78,000		31
Environmental (EMAS) Policy Officer	107,400		29
Purchase of Software for Performance Indicators	22,200		25
Risk Management Initiatives	30,000		25
Civic Offices car park barrier	5,500	Yes	5

SCHEDULE OF CENTRAL ESTABLISHMENT CHARGES (CEC)

<u>Division & Cost Centre</u>	<u>2002/03</u>	<u>2003/04</u>
	<u>Probable</u>	<u>Cash</u>
	<u>Out-turn</u>	<u>Limit</u>
	£	£
<u>CENTRAL SUPPORT SERVICES</u>		
1 <u>Finance Services</u>		
Financial Management	24,790	26,190
Accountancy	352,750	364,920
Debtors/Cash Income	83,010	85,490
Creditors	95,430	98,210
Insurance Administration	24,940	25,440
Mortgages Administration	5,150	5,260
Payroll - Weekly	29,930	30,400
Payroll - Monthly	49,560	51,010
Total - Division	665,560	686,920
2 Internal Audit - Total	120,380	123,350
3 <u>Legal and Democratic Services</u>		
Legal Section	182,800	215,390
Members and Administration Services	327,590	334,110
Total - Division	510,390	549,500
4 <u>Personnel and Development</u>		
Training & Administration ***	66,810	116,790
Advice & Support	171,310	159,700
Single Status	16,550	31,280
Total - Division	254,670	307,770
***Cash limit estimate includes unallocated training budgets		
5 Policy and Best Value Unit - Total	147,110	150,050

SCHEDULE OF CENTRAL ESTABLISHMENT CHARGES (CEC)

<u>Division & Cost Centre</u>	<u>2002/03</u>	<u>2003/04</u>
	<u>Probable</u>	<u>Cash</u>
	<u>Out-turn</u>	<u>Limit</u>
	£	£
6 <u>I.T (staffing & associated services)</u>		
Mainframe***	235,980	174,290
PC & Network Support	183,970	173,160
Development & Support	124,590	145,430
G I S	21,770	16,560
Telecommunications	71,730	76,030
NLPG	55,100	30,100
"Oracle" Server	18,870	1,040
Total - Division & Services	712,010	616,610
***Cash limit estimate reflects reduction in leasing charges		
7 <u>Customer Services (inc. central accounts)</u>		
Departmental Costs	322,390	345,980
Central Stationery	13,990	13,990
Central Postage	65,260	64,900
Plan Printer	5,100	5,130
Total - Division & Services	406,740	430,100
8 Corporate Management - Total	484,190	501,480
Total - Central Support Services	3,301,050	3,365,780
<u>SERVICE DEPARTMENTS</u>		
Economic Development	179,350	205,690
Environmental Health	761,090	791,030
Housing	1,161,900	1,168,940
Leisure and Community Development	164,330	170,610
Technical Services	635,060	671,620
Planning	1,087,660	1,071,700
Revenues	844,310	882,720
Total - Service Departments	4,833,700	4,962,310

SCHEDULE OF CENTRAL ESTABLISHMENT CHARGES (CEC)

<u>Division & Cost Centre</u>	<u>2002/03</u> <u>Probable</u> <u>Out-turn</u> £	<u>2003/04</u> <u>Cash</u> <u>Limit</u> £
<u>OTHER CENTRAL ACCOUNTS</u>		
Civic Offices	512,010	517,020
Darklands Road Depot	104,990	106,920
Building Management	20,810	26,560
Employee Insurance	79,930	83,020
Third Party Insurance	64,670	67,160
Best Value Reviews	30,270	32,940
Total - Other Central Accounts	812,680	833,620
Total - All CEC Accounts (Gross)	8,947,430	9,161,710
Less - Inter Department Charges	2,126,980	2,162,620
TOTAL - CEC TO BE RECHARGED	6,820,450	6,999,090
<u>RECHARGES TO</u>		
General Fund Account	5,076,390	5,312,460
Housing Revenue Account	1,179,220	1,087,140
DSO/Soft Split/Trading Accounts	451,540	473,650
Capital Account	74,480	96,960
Control Accounts	38,820	28,880
Total - Recharges	6,820,450	6,999,090