



TITLE: JOINT OVERALL BUDGET ESTIMATES 2014/15

REPORT BY: SARAH GOBEY, EXECUTIVE HEAD (FINANCIAL SERVICES)

1.0 SUMMARY

1.1 This report represents the culmination of the annual budget exercise and asks members to consider the following:

- The final revenue estimates for 2014/15;
- An updated outline 5-year forecast;

These budgets reflect the decisions taken by Members to date in relation to agreed savings proposals and reflect the decisions made at both Councils, together with some minor changes which are detailed below.

1.2 The budget is analysed by Executive Head. In addition, the draft estimates for 2014/15 have been prepared, as always, in accordance with the requirements of the Service Reporting Code of Practice for Local Authorities 2014/15 (except in relation to pension costs adjustments that do not impact either on the Budget Requirement or the Council Tax Requirement).

1.3 The respective Adur and Worthing 2014/15 Estimate and Council Tax setting reports will be approved by the Worthing Cabinet on Monday 3rd February 2014 and the Adur Cabinet on Tuesday 4th February 2014. Both the Estimates for Adur District Council and Worthing Borough Council will include their respective share of the cost of the Joint Strategic Committee.

2.0 BACKGROUND

2.1 The Medium Term Financial Plan (MTFP) report, considered on 4 July 2013, identified an initial likely budget shortfall of £1,191,000 in 2014/15 for this committee. Both Councils noted the updated financial context and the key budget pressures outlined in this report. The councils have previously been aware of the challenges facing them and agreed a budget strategy which progresses the three major work streams:

1. Major Service Reviews;
2. Efficiency Reviews;
3. Base Budget Review.

2.0 BACKGROUND

2.2 In addition to these reviews, the July 2013 report proposed two new additional strands of work to balance the 2014/15 budget:

- Procurement review
- Continuous Improvement Board, as a replacement to the Change Management Board which has subsequently been deferred and replaced by the 'Catching the Wave' programme of work lead by the Chief Executive

2.3 The subsequent report to the Joint Strategic Committee, on 3rd December 2013, outlined the options for savings and growth and updated Members as to the latest budgetary information. The 2014/15 savings proposals for the Joint Committee amounted to £1,125,600. Since this time some additional savings which impact upon the joint services have been identified and these are attached at Appendix 2.

2.3 Since the meeting on 3rd December, the Joint Strategic Committee budget has been finalised and the last adjustments have been included. (The 2014/15 budgets for Adur and Worthing Councils will be reported to their respective Cabinets at the beginning of February 2014.) Overall, therefore, the current financial position of the Joint Strategic Committee for 2014/15 can be summarised as:

	£'000
Original shortfall in funding	1,191
Changes identified in December 2013:	
Revised assessment of inflationary pressures and increments	57
Committed Growth	139
Removal of contingency budget	(100)
Revised assessment of shortfall	1,287
Less: Savings approved on 3rd December 2013	(1,126)
Less: Net savings to be approved identified in appendix 2	(161)
Remaining shortfall to be addressed	-

2.4 Local Government has been the subject of an extraordinary level of change over the past few years which is set to continue for the foreseeable future. The level of funding provided by Central Government has reduced by significantly over the three years 2012/13 – 2014/15 and will continue to reduce for at least the next 2 – 3 years. This will have inevitable consequences for the services of the Joint Strategic Committee which will need to reduce it's budget in line with the challenges faced by the constituent Councils.

2.0 BACKGROUND

- 2.5 However the Autumn Statement contained some good news for the Councils. The Chancellor commented that:

'We can therefore be confident in reducing the contingency reserve by £1 billion this year and reducing departmental budgets by a similar amount in the next two years. This will save a further £3 billion in total.....

.....We will not apply these additional savings to local government, because we expect them to freeze council tax next year'

*Chancellor of the Exchequer George Osborne,
The Autumn Statement 2013*

Contained within the detail of the settlement was some further good news about New Homes Bonus

The government will formally respond to the technical consultation on the New Homes Bonus and the Local Growth Fund in due course. The government will not include the New Homes Bonus in the Local Growth Fund, except for £70 million for the London Local Enterprise Partnership, which is chaired by the Mayor of London.

Autumn Statement

It is now unlikely that the planned transfer of New Homes Bonus monies to the Local Growth Fund will take place (other than in London) in 2015/16. This is of particular significance to both Councils and will be discussed in more detail within the budget report of each Council

- 2.6 Settlement was released on the 18th December 2013 in the form of a written statement and this year has been largely as expected. So whilst the likely impact of the settlement for 2014/15 and 2015/16 for the two Councils is now clear. The ongoing pressure on the budgets of the constituent Councils will inevitably have an impact on the level of funding offered to the Joint Committee particularly from 2016/17 onwards.

3.0 2013/14 BUDGET – CURRENT POSITION

- 3.1 The latest revenue monitoring report for the Joint Committee was reported on the 7th November 2013 to this committee and forecasts an underspend for the year of £517,000.
- 3.2 The anticipated underspend will give both Councils the much needed opportunity to place some funds into reserves to meet future needs. The ongoing trends that have been identified as part of regular monitoring have been built into the 2014/15 revenue budget.

3.0 2013/14 BUDGET – CURRENT POSITION

- 3.3 On past evidence, spending patterns between this monitoring report and the end of the financial year have shown there is every reason to expect that the position may continue to improve as the year progresses, which will be reported when the final accounts come before the Joint Strategic Committee on 24th June 2014. Consequently, any final recommendations must be deferred until the outturn results are known.

4.0 DRAFT REVENUE ESTIMATES 2014/15

- 4.1 Detailed budgetary work for the Joint Strategic Committee is now complete (subject to any decisions arising from the Adur and Worthing Cabinets in February) and the estimate of the budget requirement (net of any proposed transfers to reserves) is £20,589,800. This includes the savings agreed by Joint Strategic Committee on 3rd December 2013 and those included in appendix 2.
- 4.2 Details of all of the main changes in the base budget from 2013/14 to 2014/15 are at Appendix 1. A breakdown of each Executive Head's summary budget is attached at Appendix 4. The changes can be summarised briefly as follows:

	£'000	£'000
2013/14 Original Estimate		20,687
Add: General Pay and Price Increases		527
Add: Contingency for unidentified items		
		21,214
Add: Committed and Unavoidable Growth:		139
Less: Compensatory Savings		
Accounting adjustments within the Joint Committee		524
Less: Savings agreed by members		
Approved 3 December 2013	(1,126)	
Restructure of Management Team	(107)	
Further redundancies	(59)	
Adjustments to savings declared in November	5	
		(1,287)
Net cost to be reallocated to the Councils		20,590
Allocated as follows:		
- Adur District Council		8,244
- Worthing Borough Council		12,346
Cost reallocated to both Councils		20,590

4.0 DRAFT REVENUE ESTIMATES 2014/15

- 4.3 The Joint Strategic Committee budget will be reflected in both the Adur and Worthing Estimates, which will be approved by their respective Cabinets on 4th and 5th February 2013. The allocation of the costs of joint services under the remit of the JSC has again been reviewed this year. The swing of costs between the two Councils has changed by 0.75% between the two Councils.
- 4.4 The initial report to members about the creation of the partnership discussed at the Simultaneous Executive Meeting on 12th July 2007 emphasised the need for stability of costs between the Councils, and it is not proposed to take action until a firm trend has established. There are several reasons for this as previously reported to the Joint Strategic Committee:
- Many of the allocations for the joint services are based on broad estimates which will be confirmed as the services mature;
 - Some of the joint services have only been in operation for a relatively short-time and so it is impossible to identify whether there is a long-term trend in the allocation of costs; and
 - Some of the swings in costs may be temporary in nature.

However, the overall no detriment element of the budget now stands at just £19,000 with a relatively stable average allocation between the two councils of 39.29% to Adur and 60.71% to Worthing. It is proposed to remove this element of the budget as part of the 2014/15 process reducing costs to Worthing Borough Council by £19,000 and increasing the costs to Adur District Council by a similar amount.

- 4.5 However, as part of the review of the allocation of support services there have been some changes for individual services which are reflected in the detailed budgets. It is important to note that this does not change the overall cost of the support services to each Council, but that it does influence the size of the share that each service takes, and the proportion borne by the General Fund and the Capital Investment Programme.

Further details can be provided by request from the Jo-Anne Chang-Rogers (Finance Manager) or Sarah Gobey {Executive Head (Financial Services)}.

5.0 IMPACT ON FUTURE YEARS

- 5.1 The impact of the proposed changes on the overall revenue budget for the next 5 years is shown at Appendix 1. The reinstatement of the New Homes Bonus coupled with other changes means that the JSC is able to reduce the level of saving required from the Joint Strategic Committee going forward. However, there is a general election in 2015 and so some caution must be exercised when considering the 2016/17 shortfall and beyond. The Joint Strategic Committee is likely to show the following shortfalls:

5.0 IMPACT ON FUTURE YEARS

	Expected shortfall (Cumulative)				
	2014/15	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000
Cumulative budget shortfall as per July forecast	1,191	2,070	3,686	4,768	5,873
Add:					
Growth items identified in December	139	297	995	1,005	1,015
Final adjustment to inflation figures	57	57	57	57	57
Less:					
Savings agreed in December	(1,126)	(1,126)	(1,126)	(1,126)	(1,126)
Removal of contingency	(100)	(100)	(100)	(100)	(100)
Further savings to be agreed - see appendix 2	(161)	(161)	(161)	(161)	(161)
Increase to funding levels from the constituent Councils following settlement and the Autumn Statement	-	(607)	(1,324)	(1,261)	(1,239)
Adjusted cumulative budget shortfall	-	430	2,027	3,182	4,319
Savings required each year	-	430	1,597	1,155	1,137

- 5.2 To ensure that the Joint Strategic Committee continues to balance the budget there will need to be a continuing emphasis on efficiency and value for money in the annual savings exercise.

6.0 SIGNIFICANT RISKS

- 6.1 Members will be aware that there are several risks to the Joint Strategic Committee's overall budget. These can be summarised as follows:-

(i) **Income**

The Committee receives income from a number of services which will be affected by demand. Whilst known reductions in income have been built into the proposed budgets for 2014/15, income may fall further than expected.

(ii) **Withdrawal of funding by partners**

All budgets within the public sector continue to come under intense scrutiny which may lead to partners reassessing priorities and withdrawing funding for partnership schemes. Consequently, either council might lose funding for key priorities, which would leave the Joint Committee with unfunded expenditure together with the dilemma about whether to replace the funding from internal resources.

6.0 SIGNIFICANT RISKS

(iii) Inflation

A provision for 2.0% inflation has been built into non-pay budgets together with an allowance for additional inflation on fuel. Pay budgets include an inflationary allowance of 1%. Our Treasury advisors agree with the Bank forecast that inflation is likely to stay near the target rate of 2%. Each 1% increase in inflation is equivalent to the following amount:

	1% increase
	£'000
Pay	193
Non-pay	66

- 6.2 To help manage these risks, both councils have working balances and other earmarked reserves.

7.0 GROWTH

- 7.1 Attached at Appendix 3 are the non-committed growth items which total £210,200 for consideration. Members are asked to consider whether or not these items are supported. Supported growth items will then go to the individual Cabinets in February for confirmation.
- 7.2 Members attention is drawn to the growth item associated with the anti-social behaviour team. This team currently receives funding from the Police and Crime Commissioner, however the council is still waiting to hear whether this funding will continue on in to 2014/15 and so this item may not be needed.

8.0 CONSULTATION

- 8.1 Both Councils have undertaken a follow-up consultation to last year's area wide exercise entitled 'Your Chance to be the Chancellor'. This again took the form of a leaflet sent out to each home. The focus of this year's consultation was around the potential changes to the Council Tax Reduction Scheme, and the level of Council Tax increase that the public would support. Therefore it does not impact directly upon this committee. The closing date was 4th November 2013 and the results will be reported to the Adur and the Worthing Cabinets in February 2014.
- 8.2 The annual briefing with the business community will take place on 22nd January 2014.

9.0 COMMENTS BY THE CHIEF FINANCIAL OFFICER

9.1 Section 25 of the Local Government Act 2003 requires an authority's Chief Finance Officer - the Executive Head (Financial Services) - to make a report to the authority when it is considering its budget and council tax. The report must deal with the robustness of the estimates and the adequacy of the reserves allowed for in the budget proposals, so Members will have authoritative advice available to them when they make their decisions. The Section requires Members to have regard to the report when making their decisions.

9.2 As Members are aware, the Joint Strategic Committee must set its Estimates in advance of the start of the financial year. This is because both Councils must decide every year how much they are going to raise from council tax. They base their decision on a budget that sets out estimates of what they plan to spend on each of their services. This includes a share of the cost of the Joint Strategic Committee. Because they decide on the council tax in advance of the financial year in question, and are unable to increase it during the year, they have to consider risks and uncertainties that might force them to spend more on their services than they planned. Allowance is made for these risks by:

- making prudent allowance in the estimates for each of the services, and in addition;
- ensuring that there are adequate reserves to draw on if the service estimates turn out to be insufficient.

9.3 Overall view on the robustness of the estimates:

Subject to the important reservations below, a reasonable degree of assurance can be given about the robustness of the estimates. The exceptions relate to:

- (1) The provision of estimates for items outside of the direct control of the Council:
 - Income from fees and charges in volatile markets, and income from grants.
 - External competition and declining markets, particularly during a recession.
- (2) Cost pressures not identified at the time of setting the budget. This would include items such as excess inflation.
- (3) Initiatives and risks not specifically budgeted for.

It will therefore be important for members to maintain a diligent budget monitoring regime during 2014/15.

9.0 COMMENTS BY THE CHIEF FINANCIAL OFFICER

- 9.4 The Executive Head (Financial Services) and Section 151 Officer's overall view of the robustness of the estimates is, therefore, as follows:

The processes followed are sound and well established and identical to those that produced robust estimates in the past. The Joint Strategic Committee has also demonstrated that it has a sound system of financial management in place.

10.0 CONCLUSION

- 10.1 The past few have been very difficult for the Committee. Overall the Committee has successfully identified savings of over £1,287,000 to meet the current year's financial challenges. This year's savings show the reward for a continued focus on: the economy (through increased business rates); house building (though increasing levels of New Homes Bonus); robust approach to budgeting (through the removal of unneeded budgets); and the efficiency agenda which has reaped significant savings in the current year.
- 10.2 However, this has not been without pain. The workforce has been reduced again, with the inevitable pressure of additional work falling on the shoulders of the remaining staff. This will continue as requirement to reduce costs is set to be a feature of the organisation for the next few years. But we have to date continued to protect front-line services.
- 10.3 Looking further ahead, the Chancellor has signalled that the austerity programme will continue until at least 2015/16, so difficult times lie ahead. However, the Councils are in a strong position to meet this immediate challenge.
- 10.4 Nevertheless, it is difficult to be certain what the future will bring post the general election, although most commentators believe that funding will continue to be withdrawn from local government for the next 3- 5 years. Consequently, there is a real need for the Councils to developing a strategy for the next 2 – 5 years and the Chief Executive's 'Catching the Wave' project will help form the foundation of the strategy.
- 10.3 In preparing the strategy and forecast for 2013/14 an assessment was carried out of the significant risks and factors which may have an impact on the Committee's budget. Where quantifiable, the budget has been adjusted accordingly but it is important to acknowledge that there are still some risks to the overall position which may have to be funded from reserves. Members will continue to receive regular budget monitoring reports and updates to the Joint Strategic Committee's 5-year Medium Term Financial Plan, to ensure that the financial challenges ahead are effectively met.
- 10.4 The annual preparation of the budget is a huge exercise involving the co-operation and support of countless officers in all departments of both Councils. Most of the work, of course, falls on the Financial Services team and has to be completed within tight time constraints at a difficult time of year.

11.0 RECOMMENDATION

11.1 The Joint Strategic Committee is recommended to:

- Approve the savings set out in Appendix 2
- Consider the non-committed growth items outlined in Appendix 3 and indicate which items will be supported when the overall budgets for each Council are considered;
- Agree the budgets for 2014/15 at Appendix 4 to be adjusted by any agreed growth items.

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Strategic Director

Local Government Act 1972 Background Papers:

Reports to the Joint Strategic Committee

Local Authority Finance (England) Settlement Revenue Support Grant for 2014/15 and Related Matters: DCLG Letters and associated papers of 18th December 2013.

The Autumn Statement 2013. HM Treasury

Local Government Act 2003 and Explanatory Note

“Guidance Note on Local Authority Reserves and Balances” – LAAP Bulletin No. 77 - CIPFA -published in November 2008

Statement of Accounts 2012/13

Report to Joint Strategic Committee 7th November 2013 – “2nd Capital, Revenue Budget and Performance Monitoring 2013/14

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SCHEDULE OF OTHER MATTERS

1.0 COUNCIL PRIORITY

- 1.1 The budget supports the Council's achievement of all its priorities.

2.0 SPECIFIC ACTION PLANS

- 2.1 The report details how the Council proposes to meet the financial targets initially outlined in the 3-year outline forecast considered in July 2010.

3.0 SUSTAINABILITY ISSUES

- 3.1 Matter considered and no issues identified

4.0 EQUALITY ISSUES

- 4.1 The majority of the proposals included in the report will have no impact on equality issues as there are no proposed changes to the way in which services are delivered.

5.0 COMMUNITY SAFETY ISSUES (SECTION 17)

- 5.1 Matter considered and no issues identified

6.0 HUMAN RIGHTS ISSUES

- 6.1 Matter considered and no issues identified

7. REPUTATION

- 7.1 Matter considered and no issues identified

8.0 CONSULTATIONS

- 8.1 Consultations are detailed in Section 9 of the main report

9.0 RISK ASSESSMENT

- 9.1 The overall risks to the budget are detailed in Section 8 of the main report.

10.0 HEALTH AND SAFETY ISSUES

- 10.1 Matter considered and no issues identified

11.0 PROCUREMENT STRATEGY

- 11.1 Matter considered and no issues identified

12.0 PARTNERSHIP WORKING

- 12.1 The report considers the impact that partnership working has on the overall revenue budget.

JOINT STRATEGIC COMMITTEE Revenue Budget Summary Statement 2013/14 - 2018/19						
	2013/14 Base	2014/15	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000	£'000
Net Spending to be Financed from Taxation						
Base budget	24,712	24,712	24,712	24,712	24,712	24,712
(a) Annual Inflation						
Estimated inflation		527	1,005	1,696	2,392	3,120
(b) Committed Growth						
Changes to National Insurance Contributions		-	-	532	532	532
Impact of Pension contribution increase		-	158	324	330	337
Net Committed & unavoidable changes approved Dec 2013		139	139	139	139	139
(c) Agreed Savings						
Savings approved 3 December 2013		(1,126)	(1,126)	(1,126)	(1,126)	(1,126)
Adjustments to savings declared in December 2013		5	5	5	5	5
Restructure of Management Team		(107)	(107)	(107)	(107)	(107)
Further redundancies in Service Departments		(59)	(59)	(59)	(59)	(59)
(d) Accounting adjustments						
Reclassification of income as recharge income		524	524	524	524	524
Reduction of recharges within the Joint Committee		(681)	(681)	(681)	(681)	(681)
Total Budget Requirements	24,712	23,934	24,570	25,959	26,661	27,396
Less: Recharges within the Joint Strategic Committee	(4,025)	(3,344)	(3,344)	(3,344)	(3,344)	(3,344)
Net cost to be reallocated to the Councils	20,687	20,590	21,226	22,615	23,317	24,052
Adur District Council	8,129	8,244	8,326	8,243	8,062	7,901
Worthing Borough Council	12,558	12,346	12,469	12,345	12,073	11,832
Total income for services provided to the constituent councils	20,687	20,590	20,796	20,588	20,135	19,732
(Surplus) / Shortfall in Resources	-	-	430	2,027	3,182	4,319

APPENDIX 2

Saving	Notes	When / Value?		
		2014/15	2015/16	Beyond
Savings from efficiency measures or base budget review:		£'000	£'000	£'000
Corporate initiatives Restructure of management team	Impact is detailed in the report elsewhere on the agenda	107.1	107.1	107.1
Corporate and Cultural Services <i>Legal Services</i> Restructure	The saving is created by making 3 posts redundant and replacing one of the posts on a lower grade and also making one post full time.	37.0	37.0	37.0
Housing, Health and Community Safety <i>Environmental Health</i> Deletion of Team Leader (Health and Safety) Less: Investment in structure		56.7 -41.5		
Net saving arising from vacancy		15.2	15.2	15.2

APPENDIX 2

Saving	Notes	When / Value?		
		2014/15	2015/16	Beyond
Housing, Health and Community Safety <i>Housing Services Management</i> Deletion of lettings and support officer Less: Pension strain Net saving from redundancy <u>Total Efficiency Savings</u> Adjustments to savings declared in November Overall total savings	VR of post 4056	£'000	£'000	£'000
		9.9		
		-3.5		
		6.4	6.4	6.4
	Overstatement of salary saving			
		165.7	165.7	165.7
		-25.1	-25.1	-25.1
		140.6	140.6	140.6

Non-Committed growth	When / Value?			2014/15			
	2014/15	2015/16	Beyond	Adur	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Corporate and Cultural Services</u> <i>Legal Services:</i> Increase in hours of Senior Information Officer In 2008 the Census Partnership highlighted the lack of information security standards, procedures and practice to the Census Joint Steering Group who agreed for a Project Team to develop a suite of Information Security Policies. The policy was agreed by Joint Strategic Committee on 27 th March 2012 and a suite of 12 policies have been developed and adopted by Management Team which set out the role and responsibilities of the Information Security Manager. These roles and responsibilities are new areas of work arising from the policies adopted by the Council. The work has been allocated to the Council's Senior Information Officer, who does not have the capacity to absorb this work into her current post. The duties of the role are to take day-to-day responsibility for developing, monitoring and overseeing the implementation of the Corporate Information and Records Management Policies, procedures and guidelines and proving the mechanisms for supporting Access to Information compliance.	23.5	23.5	23.5	9.4	0.0	14.1	23.5

Non-Committed growth	When / Value?			2014/15			
	2014/15	2015/16	Beyond	Adur	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Corporate and Cultural Services</u>							
<i>Legal Services:</i>							
Increase in hours of Senior Information Officer	23.5	23.5	23.5	9.4	0.0	14.1	23.5
The policy approved by Joint Strategic Committee commits the Councils to putting in place policies, procedures, guidelines and mechanisms for improving good information management, information security and record keeping. The role and responsibilities assigned to the Information Security Manager are essential to the successful implementation and continued commitment to the laudable aims and objectives of the policy.							
Benefit/deliverables (outputs, impact on financial savings)							
i) Safeguarding the Councils and avoiding breaches of statutory data protection rules.							
Implication of unsuccessful bid							
There will be insufficient resources to carry out the role of Information Security Manager							
<i>Human Resources</i>							
Computerisation of recruitment process	6.0	6.0	6.0	2.4		3.6	6.0
Part of an on-going project to improve the efficiency of HR and Payroll processes through the use of IT.							

Non-Committed growth	When / Value?			2014/15			
	2014/15	2015/16	Beyond	Adur	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Benefit/deliverables (outputs, impact on financial savings) i) Non cashable efficiency savings as staff have less direct involvement in an on-line process. This is part of a Council wide initiative to reduce administration burden.							
Implication of unsuccessful bid Unable to implement this system and progress the “channel shift” in recruitment							
<i>Museum and art gallery</i> Annual valuation of Museum Collection The Council is now required to regularly value it's collection for audit purposes. This will also have the benefit of making sure that the collection is not undervalued for insurance purposes.	21.3	21.3	21.3	0.0	0.0	21.3	21.3
Benefit/deliverables (outputs, impact on financial savings) The revaluation of the collection is a requirement for the statement of accounts. Museum curatorial team will not have to withdraw from income generating activities to carry out this							
Implication of unsuccessful bid The museum collections may be under insured and the assessment of heritage assets may not be accurate if a full valuation is not carried out.							

Non-Committed growth	When / Value?			2014/15			
	2014/15	2015/16	Beyond	Adur	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Health, Housing and Community Safety <i>ASB - Safer Communities Team</i> PCC funding for ASB team may cease. The request is to mainstream the cost of the ASB co-ordinator and one officer.	51.0	85.0	85.0	20.4	0.0	30.6	51.0
Benefit/deliverables (outputs, impact on financial savings) i) Continued low levels of anti-social behaviour through co-ordinated multi agency work.							
Implication of unsuccessful bid Loss of qualified experienced ASB officer and likely consequent increase in ASB levels and less corporate ability to respond and work with Early Intervention with police.							
Technical Services <i>Estates</i> Additional Senior Estates Surveyor for two years to move forward the large number of simultaneous major sales being expected at the moment.	25.0	25.0	0.0	10.0	0.0	15.0	25.0
Benefit/deliverables (outputs, impact on financial savings) i) Lever in capital receipts to the benefit of both Councils as part of major projects such as NWoW and the new swimming pool.							
Implication of unsuccessful bid Unable to progress sales of sites as quickly as expected							

Non-Committed growth	When / Value?			2014/15			
	2014/15	2015/16	Beyond	Adur	Adur - HRA	Worthing	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Technical Services							
<i>Engineers</i> Additional engineer to support a variety of revenue projects including the Adur River Walls project, and Brooklands lake options.	40.0	40.0	40.0	16.0	0.0	24.0	40.0
Implication of unsuccessful bid Unable to progress a number of projects as quickly as expected							
<i>Economic Regeneration</i> Events Coordinator Lack of co-ordinated approach to the delivery of events across the council. The responsibility is divided across several departments which lead to inefficiency and confusion internally and externally.	43.4	43.4	43.4	17.4	0.0	26.0	43.4
	210.2	244.2	219.2	75.6	0.0	134.6	210.2

JOINT SERVICE BLOCK ACTIVITY RECHARGED TO ADUR AND WORTHING COUNCILS



APPENDIX 4

SERVICE BLOCKS	ESTIMATE 2013/14	ESTIMATE 2014/15
	£	£
Chief Executive, Strategic Directors & Corporate Centre	1,067,860	1,182,700
Adur Homes	110,490	111,900
Corporate and Cultural Services	2,220,700	2,247,720
Customer Services & Waste Management	6,069,420	5,290,340
Financial Services & ICT	3,379,480	3,193,730
Housing Health & Community Safety	3,184,430	3,046,980
Planning Regeneration & Wellbeing	3,543,040	3,526,420
Technical Services	5,136,160	5,333,540
TOTAL SERVICES	24,711,580	23,933,330
ALLOCATION OF COSTS		
Recharged to other joint services	(4,024,800)	(3,343,530)
	20,686,780	20,589,800
Adur District Council	(8,128,430)	(8,243,940)
Worthing Borough Council	(12,558,350)	(12,345,860)
TOTAL SERVICE BLOCK ALLOCATIONS	(20,686,780)	(20,589,800)

**JOINT SUMMARY SERVICE BLOCK:
Chief Executive, Strategic Directors & Corporate C'tre**



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Chief Executive & Strategic Directors		
Executive Office	484,300	481,780
Corporate Centre	583,560	700,920
TOTAL CHIEF EXECUTIVE, STRATEGIC DIRECTORS & CORPORATE CENTRE	1,110,910	1,182,700
ALLOCATION OF COSTS		
Recharged to other joint services	136,880	133,830
Adur District Council	422,540	482,420
Worthing Borough Council	508,440	566,450
	1,067,860	1,182,700

JOINT CE, SD & CORPORATE CENTRE 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support Recharges	TOTAL BUDGET
		£	£	£	£	£	£	£	£	£
Executive Office		436,370		100	12,750			449,220	32,560	481,780
Corporate Centre		580,720		420	67,940			649,080	51,840	700,920
TOTAL STAFF	9.81									
TOTAL COST OF CHIEF EXECUTIVE STRATEGIC DIRECTORS		1,017,090	-	520	80,690	-	-	1,098,300		1,182,700
Percentage Direct Costs <div> <div></div> <div>93%</div> <div>0%</div> <div>0%</div> <div>7%</div> <div>0%</div> </div>										
An explanation of the changes to the budget since last year is provided on the next page - the Variation page										

**JOINT VARIATIONS:
C.E., Strategic Directors & Corporate Centre**




DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/14	ESTIMATE 2014/15
ORIGINAL ESTIMATE 2013/2014	£ 1,067,860
INFLATION	16,880
Agreed Savings	
Review of performance and scrutiny budgets	(11,400)
Review of training budgets	(12,600)
Review of Chief Executive and Strategic Director budgets	(8,800)
Review of Communications budgets	(4,400)
BUDGET TRANSFERS	
Transfer Web Developers posts to Communications	116,810
Changes in allocation of recharge from other services	18,350
APPROVED ESTIMATE 2014/2015	(1,182,700)

JOINT SUMMARY SERVICE BLOCK:
Adur Homes



SERVICE	ESTIMATE 2013/14	ESTIMATE 2014/15
	£	£
Adur Homes		
Executive Office	110,490	111,900
TOTAL ADUR HOMES	110,490	111,900
ALLOCATION OF COSTS		
Recharged to other joint services	-	-
Adur District Council	110,490	111,900
Worthing Borough Council	-	-
	110,490	111,900

JOINT ADUR HOMES 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party	Income	Sub-Total	Support	Notional Asset Hire Charges	TOTAL
Executive Office	1	£ 94,500	£ -	£ -	£ 10,780	£ -	£ -	£ 105,280	£ 6,620	£ -	£ 111,900
TOTAL STAFF	1										
TOTAL COST OF JOINT ADUR HOMES		94,500	-	-	10,780	-	-	105,280	6,620	-	111,900
Percentage of Direct Costs		90%	-	-	10%	-					
An explanation of the changes to the budget since last year is provided on the next page - the Variation page Staff FTE = Number of staff based on full time equivalent											
											

JOINT VARIATIONS:
Adur Homes



DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ORIGINAL ESTIMATE 2014/2015
ORIGINAL ESTIMATE 2013/2014	£
	110,490
INFLATION	1,160
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
None	-
BUDGET TRANSFERS	
Virements - Reallocation of Print Room Recharges	-
Changes in allocation of recharge from other services	250
APPROVED ESTIMATE 2014/2015	111,900

JOINT SUMMARY SERVICE BLOCK:
Corporate and Cultural Services



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Corporate and Cultural Services		
Executive Office	143,950	143,110
Leisure & Cultural Services	19,990	25,330
Elections	181,440	184,450
Democratic Services	309,140	320,690
Land Charges	126,170	129,730
Legal	980,860	984,420
Human Resources	459,150	459,990
TOTAL CORPORATE AND CULTURAL SERVICES	2,220,700	2,247,720
ALLOCATION OF COSTS		
Recharges to other joint services	239,730	240,490
Adur District Council	814,370	767,360
Worthing Borough Council	1,166,600	1,239,870
	2,220,700	2,247,720

JOINT CORPORATE & CULTURAL SERVICES 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	TOTAL BUDGET
		£	£	£	£	£	£	£	£	£
Executive Office	2	124,580	-	-	4,800	-	(20)	129,360	13,750	143,110
Executive Office (Leisure & Cultural Services)	0.68	17,600	-	300	4,610	-	-	22,510	2,820	25,330
Elections	5	140,030	-	480	3,710	-	-	144,220	40,230	184,450
Democratic Services	6	245,180	-	170	30,320	-	-	275,670	45,020	320,690
Land Charges	3.4	95,220	-	-	8,490	-	-	103,710	26,020	129,730
Legal	20	806,290	-	3,280	56,050	-	(31,810)	833,810	150,610	984,420
Human Resources	9.2	376,110	-	310	14,500	-	-	390,920	69,070	459,990
TOTAL STAFF	46.28									
TOTAL COST OF JOINT CORPORATE & CULTURAL SERVICES		1,805,010	-	4,540	122,480	-	(31,830)	1,900,200	347,520	2,247,720

Percentage of Direct Cost

93%

0%

0%

6%

0%

An explanation of the changes to the budget since last year is provided on the next page - the Variation Page

Staff FTE = Number of staff based on full time equivalent



JOINT VARIATIONS SERVICE BLOCK:
Corporate and Cultural Services



DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ESTIMATE 2014/2015
ORIGINAL ESTIMATE 2013/2014	£ 2,220,700
INFLATION	42,840
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
Committed Growth	
Leisure & Cultural Services - Slight increase in staff hours	2,970
Legal Services - Upgrade for debt management module	1,500
Agreed Savings	
Land Charges - Deletion of post	(4,610)
Legal Services - Deletion of post	(10,000)
Legal Services - Termination of temporary additional contractual hours	(5,000)
Legal Services - Increased income through provision of services to other local authority	(4,000)
Legal Services - Making 3 posts redundant, replacing one post on a lower grade and making one post full time.	(37,000)
BUDGET TRANSFERS	
Virements in 2013/14	
Land Charges - Income budget transferred to Adur and Worthing	4,320
Democratic Services - Advertising budget transferred to Adur and Worthing	(4,130)
Human Resources - Staff expenses budget moved to Adur	(2,520)
Payroll changes	18,190
Changes in allocation of recharge from other services	24,470
OTHER MINOR VARIATIONS	(10)
APPROVED ESTIMATE 2014/2015	2,247,720

JOINT SUMMARY SERVICE BLOCK:
Customer Services



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Customer Services & Waste Management		
Executive Office	101,880	102,640
Business Support	151,140	164,270
Technology & Business Solutions	364,620	260,470
Central Postage	(2,160)	(620)
Clinical Waste Collection	24,480	(2,670)
Commerce Way Depot	111,170	112,430
Customer Services	1,060,900	1,090,770
Recycling	(326,830)	(672,310)
Refuse Collection	1,960,140	1,661,060
Street Sweeping & Cleansing	1,508,500	1,538,540
Trade Refuse Collection	465,180	428,980
Vehicle Workshop	486,480	620,410
Graffiti: Visual Quality Initiative	42,560	41,800
Waste Management	325,830	321,940
Waste Strategy	279,850	243,710
	6,553,740	5,911,420
Less: Vehicle Works Trading Account - recharged to services per job	(486,480)	(621,080)
TOTAL CUSTOMER SERVICES AND WASTE MANAGEMENT SERVICES	6,067,260	5,290,340
ALLOCATION OF COSTS		
Recharged to other joint services	1,006,710	525,200
Adur District Council	1,800,150	1,871,960
Worthing Borough Council	3,260,400	2,893,180
	6,067,260	5,290,340

JOINT CUSTOMER SERVICES 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	TOTAL BUDGET
		£	£	£	£	£	£	£	£	£
Executive Office	1	94,990	-	-	250	-	-	95,240	7,400	102,640
Technology & Business Solutions	5.2	231,760	-	490	4,040	-	-	236,290	24,180	260,470
Central Postage					78,360		(78,980)	(620)	-	(620)
Clinical Waste	1	24,400	-	8,320	11,150	-	(50,150)	(6,280)	3,610	(2,670)
Commerce Way	0	6,080	134,570	60	19,380	-	(55,490)	104,600	7,830	112,430
Customer Services	32.5	807,080	-	50	16,880	-	-	824,010	266,760	1,090,770
Business Support	8.4	154,190	-	-	1,190	-	(2,080)	153,300	10,970	164,270
Recycling	27	639,520	7,700	186,870	115,560	-	(1,694,960)	(745,310)	73,000	(672,310)
Refuse Collection	47	1,232,870	12,920	393,020	34,970	50	(88,840)	1,584,990	76,070	1,661,060
Street Cleansing	46.8	1,170,210	6,640	274,840	61,340	(10)	(37,370)	1,475,650	62,890	1,538,540
Trade Refuse	9	254,380	-	118,130	28,100	-	(4,810)	395,800	33,180	428,980
Vehicle Workshop	8	274,860	970	8,250	320,700	-	(621,080)	(16,300)	15,630	(670)
Visual Quality Initiative	2	44,820	-	5,830	8,500	-	(19,160)	39,990	1,810	41,800
Waste Management	6	260,910	100	4,170	40,970	-	(17,900)	288,250	33,690	321,940
Waste Strategy	7.3	221,460	-	10,640	-	-	-	232,100	11,610	243,710
TOTAL STAFF	201.2									
TOTAL COST OF JOINT CUSTOMER SERVICES		5,417,530	162,900	1,010,670	741,390	40	(2,670,820)	4,661,710	628,630	5,290,340
Percentage Direct Cost		74%	2%	14%	10%	0%				
An explanation of the changes to the budget since last year is provided on the next page - the Variation page Staff FTE = Number of staff based on full time equivalent										



JOINT VARIATIONS SERVICE BLOCK:
Customer Services




DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ESTIMATE 2014/2015
	£
ORIGINAL ESTIMATE 2013/2014	6,067,260
CHANGES TO BASE	18,670
Transfer of Web team to Corporate Strategic Team	(116,810)
INFLATION	128,430
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
Committed Growth	
Recycling – Reduction in Recycling payment from WSCC	80,000
Agreed Savings	
Salary savings from changes in staffing	(30,000)
Recycling - Garden waste increase over and above inflation plus increase in take-up	(97,900)
Cleansing - Vehicle lease cost reduction	(82,000)
Refuse - Reduction in Multiple Occupation service	(154,880)
Notional Interest budget saving	(257,850)
Customer Services - Uniform & Accreditation budgets	(4,000)
BUDGET TRANSFERS	
Changes in allocation of recharge from other services	(260,580)
Other minor transfers	
APPROVED ESTIMATE 2014/2015	5,290,340

JOINT SUMMARY SERVICE BLOCK:
Financial Services & ICT



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Financial Services		
Executive Office	163,060	71,880
Exchequer & Investigations	958,470	852,210
Corporate Management (includes External Audit)	23,250	23,720
Accountancy	1,083,970	1,089,130
ICT	1,150,730	1,156,790
TOTAL FINANCIAL SERVICES	3,379,480	3,193,730
ALLOCATION OF COSTS		
Recharged to other joint services	1,030,070	1,036,650
Adur District Council	966,470	899,060
Worthing Borough Council	1,382,940	1,258,020
	3,379,480	3,193,730

JOINT FINANCIAL SERVICES 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	TOTAL BUDGET
		£	£	£	£	£	£	£	£	£
Executive Office	2.0	41,910	-	520	10,510	-	(30)	52,910	18,970	71,880
Exchequer & Investigations	18.3	565,830	-	90	71,240	-	(18,640)	618,520	233,690	852,210
External Audit	0	-	-	-	23,720	-	-	23,720	-	23,720
Accountancy	18.5	879,780	-	610	57,920	-	(28,020)	910,290	178,840	1,089,130
ICT	0.0	25,090	-	-	198,990	931,090	-	1,155,170	1,620	1,156,790
TOTAL STAFF	38.8									
TOTAL COST OF JOINT FINANCIAL SERVICES		1,512,610	-	1,220	362,380	931,090	(46,690)	2,760,610	433,120	3,193,730
Percentage of Direct Cost		54%	0%	0%	13%	33%				
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JOINT VARIATIONS SERVICE BLOCK:
Financial Services and ICT



DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ESTIMATE 2014/2015
ORIGINAL ESTIMATE 2013/2014	£ 3,379,480
INFLATION	52,130
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
Committed Growth	
Potential impact of Job Evaluations	20,000
ICT - PSN accreditation for increased maintenance costs	18,000
Agreed Savings	
Secretarial Services - Reduction in staff working hours	(7,000)
Restructure of Management team	(107,100)
Payroll - Reduction in staff working hours due to automation of admin tasks	(8,000)
Insurance - Reduction in staff working hours due to restructure	(22,000)
Corporate - Introduction of credit card charges for customers	(20,000)
BUDGET TRANSFERS	
Virements	(6,500)
Changes in allocation of recharge from other services	(95,760)
Payroll changes from other services held as a corporate item	(9,520)
APPROVED ESTIMATE 2014/2015	3,193,730

JOINT SUMMARY SERVICE BLOCK:
Housing, Health and Community Safety



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Housing Health & Community Safety		
Executive Office	99,540	99,700
Community Safety	191,700	182,470
Environmental Health	1,962,920	1,930,590
Housing Services	860,280	763,010
Housing Strategy	69,990	71,210
TOTAL HOUSING, HEALTH & COMMUNITY SAFETY	3,184,430	3,046,980
ALLOCATION OF COSTS		
Recharged to other joint services	-	-
Adur District Council	1,324,650	1,260,380
Worthing Borough Council	1,859,780	1,786,600
	3,184,430	3,046,980

JOINT HOUSING, HEALTH AND COMMUNITY SAFETY 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Notional Asset Hire Charges	TOTAL BUDGET
		£	£	£	£	£	£	£		£	£
Executive Office	1	92,390		1,240	1,660			95,290	4,410	-	99,700
Community Safety	16.9	455,990		1,990	22,930		(316,830)	164,080	18,390	-	182,470
Environmental Health	40.7	1,596,270	500	53,750	85,420		(52,920)	1,683,020	247,570	-	1,930,590
Housing Services	21.2	834,740		11,840	15,030		(182,810)	678,800	84,210	-	763,010
Housing Strategy	1	51,930		720	11,940			64,590	6,620	-	71,210
TOTAL STAFF	80.8										
TOTAL COST OF JOINT HOUSING HEALTH & COMMUNITY SAFETY SERVICES		3,031,320	500	69,540	136,980	-	(552,560)	2,685,780	361,200	-	3,046,980

Percentage of Direct Costs

94%

0%

2%

4%

0%

An explanation of the changes to the budget since last year is provided on the next page - the Variation page
Staff FTE = Number of staff based on full time equivalent

Adur & Worthing councils

JOINT VARIATIONS SERVICE BLOCK:
Housing, Health and Community Safety




DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ESTIMATE 2014/2015
ORIGINAL ESTIMATE 2013/2014	£ 3,184,430
INFLATION	72,900
CHANGES TO BASE	
Pest control chemicals budget transfer to Joint Strategic Committee	3,480
Licensing Team cash collection budget transfer to Joint Strategic Committee	500
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
Agreed Savings	
Reduction in overtime budgets	(27,070)
Review of departmental salary budets	(50,700)
Base budget review - miscellaneous supplies and services budgets	(23,500)
Replacement of Environemental Health H&S Team Leader post with Senior Environmental Health Technical Officer post	(15,230)
Deletion of Lettings and Support Officer post	(6,410)
BUDGET TRANSFERS	
Payroll changes	(910)
Changes in allocation of recharge from other services	(90,510)
APPROVED ESTIMATE 2014/2015	3,046,980

JOINT SUMMARY SERVICE BLOCK:
Planning, Regeneration and Wellbeing



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Planning, Regeneration & Wellbeing Services		
Executive Office	109,470	105,680
Building Control	683,420	688,650
Community Wellbeing	532,670	489,520
Development Control	1,260,450	1,234,150
Economic Regeneration	567,140	621,540
Planning Policy	389,890	386,880
TOTAL PLANNING, REGENERATION AND WELLBEING SERVICES	3,543,040	3,526,420
ALLOCATION OF COSTS		
Recharged to other joint services	-	6,350
Adur District Council	1,444,430	1,439,170
Worthing Borough Council	2,098,610	2,080,900
	3,543,040	3,526,420

JOINT PLANNING, REGENERATION & WELLBEING SERVICES 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Direct Recharges	Premises	Transport	Supplies & Services	Third Party	Income	Service Controlled Budget	Support	Capital Charges	TOTAL BUDGET
		£	£	£	£	£	£	£	£	£	£	£
Executive Office	1.0	93,030	-	-	350	4,900	-	-	98,280	7,400	-	105,680
Building Control	12.7	552,210	-	2,730	4,040	62,980	-	(15,610)	606,350	82,300	-	688,650
Community Wellbeing	10.4	386,420	-	-	3,450	37,040	-	(4,260)	422,650	66,870	-	489,520
Development Control	24.8	951,870	-	-	5,190	96,140	-	-	1,053,200	180,950	-	1,234,150
Economic Regeneration	12.7	571,480	-	-	5,810	19,100	-	(61,390)	535,000	86,540	-	621,540
Planning Policy	6.7	334,170	-	-	3,200	3,270	-	-	340,640	46,240	-	386,880
TOTAL STAFF	68.3											
TOTAL COST OF JOINT PLANNING, REGENERATION & WELLBEING SERVICES		2,889,180	-	2,730	22,040	223,430	-	(81,260)	3,056,120	470,300	-	3,526,420
Percentage of Direct Costs <div> <div>92%</div> <div>0%</div> <div>0%</div> <div>1%</div> <div>7%</div> <div>0%</div> </div> <p>An explanation of the changes to the budget since last year is provided on the next page - the Variation page Staff FTE = Number of staff based on full time equivalent</p> <div>  </div>												

JOINT VARIATIONS:
Planning, Regeneration and Wellbeing



DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ESTIMATE 2014/2015
	£
ORIGINAL ESTIMATE 2013/2014	3,543,040
CHANGES TO BASE	
Virements planning policy	2,250
INFLATION	77,360
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
Agreed Savings	
Reduction in Economic regeneration computing & printing budgets	(3,000)
Community Wellbeing ahead of the game removal of Olympics initiative	(5,200)
Community Wellbeing and planning miscellaneous and printing reductions	(15,000)
Removal of vacant post within Development Control	(40,000)
Reduction in Development Control computing and printing costs	(25,000)
Removal of administrative post in Planning Policy	(13,000)
Agreed Growth	
Tourism Information Centre seasonal staffing	15,000
BUDGET TRANSFERS	
Payroll Changes	(9,500)
Changes in allocation of recharge from other services	(530)
APPROVED ESTIMATE 2014/15	3,526,420

JOINT SUMMARY SERVICE BLOCK:
Technical Services



SERVICE	ESTIMATE 2013/2014	ESTIMATE 2014/2015
	£	£
Technical Services		
Executive Office	123,030	121,420
Business Services	509,650	501,380
Survey & Design Services	466,930	470,690
Properties Management	1,861,210	1,753,340
Engineers *	566,080	528,560
Corporate Information	295,740	201,670
Car Parks Management *	263,690	278,340
Technical Support Services	331,210	330,830
Parks Foreshore & Cemeteries Administration	162,240	106,140
Parks	572,450	1,066,610
Less: Reprographics - recharged to services per job	(16,070)	(25,440)
TOTAL TECHNICAL SERVICES	5,136,160	5,333,540
ALLOCATION OF COSTS		
Recharged to other joint services	2,201,200	1,401,010
Adur District Council	976,870	1,411,690
Worthing Borough Council	1,958,090	2,520,840
	5,136,160	5,333,540

JOINT TECHNICAL SERVICES 2014/2015 - SUBJECTIVE ANALYSIS

SERVICE / ACTIVITY	Staff FTE	Employees	Premises	Transport	Supplies & Services	Third Party*	Income	Service Controlled Budget	Support	TOTAL BUDGET
		£	£	£	£	£	£	£	£	£
Executive Office	1	93,670	-	-	-	-	-	93,670	27,750	121,420
Business Services	13.14	330,690	2,230	4,980	94,650	-	(107,660)	324,890	151,050	475,940
Surveying and design services	7	330,390	-	8,110	-	-	-	338,500	132,190	470,690
Properties management	6	371,520	801,640	3,370	174,630	-	(43,550)	1,307,610	445,730	1,753,340
Engineers	11.5	443,900	-	10,720	-	-	(37,000)	417,620	110,940	528,560
Corporate Information	5	145,210	-	1,000	47,650	-	(40,300)	153,560	48,110	201,670
Car Parks Management	6.5	234,260	-	-	-	-	-	234,260	44,080	278,340
Technical Support Services	7.4	220,330	3,770	250	85,640	-	(10,000)	299,990	30,840	330,830
Parks Foreshore & Cemeteries Administration	3	80,820	-	2,470	10,490	-	(20)	93,760	12,380	106,140
Parks	62.61	1,686,180	-	325,820	261,050	-	(1,297,650)	975,400	91,210	1,066,610
TOTAL STAFF	123.2									
TOTAL COST OF JOINT TECHNICAL SERVICES		3,936,970	807,640	356,720	674,110	-	(1,536,180)	4,239,260	1,094,280	5,333,540

Percentage of Direct Costs	68%	14%	6%	12%	0%	
An explanation of the changes to the budget since last year is provided on the next page - the Variation page						
Staff FTE = Number of staff based on full time equivalent						

Adur & Worthing council

JOINT VARIATIONS SERVICE BLOCK:
Technical Services

DETAILS OF CHANGES SINCE THE ORIGINAL BUDGET 2013/2014	ESTIMATE 2014/2015
ORIGINAL ESTIMATE 2013/2014	£ 5,138,320
CHANGES TO BASE	
Property Management	(4,000)
Parks & Foreshore	411,660
INFLATION	131,710
APPROVED VARIATIONS REPORTED TO JOINT COMMITTEE	
Committed Growth	
Technical Support Services PAT Testing	2,000
Agreed Savings	
Technical Support Services Computer Costs	(5,000)
Reprographics - P/T Printing post	(9,700)
Business Services Computer Costs	(5,000)
Engineers - EA contribution for regional / national work	(25,000)
Engineers - WSCC drainage agents	(12,000)
Health & Safety post	(27,100)
Corporation Information Service review	(89,900)
BUDGET TRANSFERS	
Virements in 2013/2014	
From Town Hall cleaning to Portland House, Musuem, TIC, and Theatres	(7,360)
Joint Parks Management & Foreshore	(28,000)
Payroll changes	13,360
Changes in allocation of recharge from other services	(150,450)
APPROVED ESTIMATE 2014/2015	5,333,540