

DRAFT REVENUE BUDGET SUMMARY	2020/21 Approved Budget	2021/22 Draft Budget	Variance Fav/(Adv)
	£	£	£
Planning & Economic Development	1,087,400	1,106,400	(19,000)
Housing Services	1,036,700	1,062,300	(25,600)
Partnerships & Community Engagement	1,223,600	1,195,400	28,200
Environmental Health	1,042,400	1,031,700	10,700
Street Scene Services	4,374,100	4,586,800	(212,700)
Engineering & Asset Management	(3,320,700)	(3,489,500)	168,800
Finance & Business Services	2,524,000	2,464,100	59,900
Legal & Democratic Services	1,501,400	1,505,900	(4,500)
Human Resources & Customer Services	1,215,600	1,198,300	17,300
Executive Directors	487,500	473,600	13,900
Assurance Services	205,300	191,100	14,200
Net Service Expenditure	11,377,300	11,326,100	51,200
Corporate Expenditure			
Pay Award - Lower Paid Only	0	30,000	(30,000)
Pension Lump Sum (HCC)	0	50,000	(50,000)
Central Contingency	300,000	300,000	0
Audit Fees & Bank Charges	142,300	135,000	7,300
General Expenses	132,200	132,200	0
Investment Income	(500,000)	(400,000)	(100,000)
Apprenticeship Levy	31,000	31,000	0
Minimum Revenue Provision (MRP)	241,900	241,900	0
	0	0	0
Total Net Requirement Before Government Grants	11,724,700	11,846,200	(121,500)
NNDR Baseline Grant	2,723,000	2,723,000	0
Redistributed Levy	17,000	0	(17,000)
Lower Tier Services Grant	0	116,000	116,000
New Homes Bonus	800,000	600,000	(200,000)
Total of Government Grants	3,540,000	3,439,000	(101,000)
	0	0	0
NNDR Growth Income	546,700	460,200	(86,500)
CTS loss funded from reserve	0	100,000	100,000
Council Tax Requirement	7,638,000	7,847,000	209,000

PLANNING & ECONOMIC DEVELOPMENT

<u>SUMMARY</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
STRATEGIC PLANNING	450,800	467,800
DEVELOPMENT MANAGEMENT	562,800	513,600
BUILDING CONTROL	49,300	45,900
ECONOMIC DEVELOPMENT	24,500	79,100
TOTAL SERVICE COSTS	1,087,400	1,106,400

PLANNING & ECONOMIC DEVELOPMENT

<u>STRATEGIC PLANNING</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	610,600	622,300
TRANSPORT RELATED EXPENSES	1,100	2,000
SUPPLIES AND SERVICES	92,200	110,000
LOCAL DEVELOPMENT SCHEME	30,000	30,000
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TOTAL DIRECT COSTS	733,900	764,300
INCOME	283,100	296,500
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TOTAL INCOME	283,100	296,500
TOTAL SERVICE COSTS	450,800	467,800
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PLANNING & ECONOMIC DEVELOPMENT

<u>DEVELOPMENT MANAGEMENT</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	1,319,100	1,320,300
TRANSPORT RELATED EXPENSES	5,000	5,000
SUPPLIES AND SERVICES	125,900	125,500
THIRD PARTY PAYMENTS	50,000	50,000
TOTAL DIRECT COSTS	1,500,000	1,500,800
LESS PLANNING APPLICATION FEE INCOME	762,000	787,000
LESS OTHER INCOME	175,200	200,200
TOTAL INCOME	937,200	987,200
TOTAL SERVICE COSTS	562,800	513,600

PLANNING & ECONOMIC DEVELOPMENT

<u>BUILDING CONTROL</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
SUPPLIES AND SERVICES	1,300	1,300
THIRD PARTY PAYMENTS	52,000	50,100
	53,300	51,400
TOTAL DIRECT COSTS	53,300	51,400
LESS INCOME	4,000	5,500
	49,300	45,900
TOTAL SERVICE COSTS	49,300	45,900

PLANNING & ECONOMIC DEVELOPMENT

<u>ECONOMIC DEVELOPMENT</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	0	53,800
TRANSPORT RELATED EXPENSES	0	800
SUPPLIES AND SERVICES	14,500	14,500
THIRD PARTY PAYMENTS	10,000	10,000
	24,500	79,100
TOTAL SERVICE COSTS	24,500	79,100

HOUSING SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SUMMARY</u>	£	£
HOUSING SERVICES	1,036,700	1,062,300
TOTAL SERVICE COSTS	1,036,700	1,062,300

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>HOUSING SERVICES</u>	£	£
EMPLOYEES' EXPENSES	873,800	882,700
TRANSPORT RELATED EXPENSES	3,000	3,000
SUPPLIES AND SERVICES	90,100	116,600
HOMELESSNESS COSTS	1,200,000	1,000,000
NEW HOUSING INITIATIVES	25,000	25,000
TOTAL DIRECT COSTS	2,191,900	2,027,300
LESS HOMELESSNESS INCOME	870,000	720,000
LESS HOMELESSNESS GRANT	260,200	220,000
LESS OTHER HOUSING INCOME	25,000	25,000
	1,155,200	965,000
TOTAL SERVICE COSTS	1,036,700	1,062,300

PARTNERSHIPS & COMMUNITY ENGAGEMENT

<u>SUMMARY</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
PARTNERSHIPS & COMM' ENGAGEMENT UNIT	692,700	671,100
CORPORATE COMMUNICATIONS	74,900	68,200
SPORTS DEVELOPMENT	12,500	12,500
COMMUNITY DEVELOPMENT	15,100	15,200
COMMUNITY SAFETY	15,100	15,100
CCTV	6,000	6,000
VOLUNTARY SECTOR GRANT AID	407,300	407,300
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TOTAL SERVICE COSTS	1,223,600	1,195,400
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PARTNERSHIPS & COMMUNITY ENGAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>PARTNERSHIPS & COMMUNITY ENGAGEMENT UNIT</u>		
	£	£
EMPLOYEES' EXPENSES	657,600	635,400
TRANSPORT RELATED EXPENSES	3,000	3,000
SUPPLIES AND SERVICES	20,100	20,700
AGENCY & CONTRACTED	12,000	12,000
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TOTAL DIRECT COSTS	692,700	671,100
LESS RESERVE FUNDING	0	0
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TOTAL SERVICE COSTS	692,700	671,100
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PARTNERSHIPS & COMMUNITY ENGAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>CORPORATE COMMUNICATIONS</u>	£	£
SUPPLIES AND SERVICES		
CORPORATE PUBLICATIONS	42,100	35,400
CORPORATE CONSULTATION	12,000	12,000
MISC SUPPLIES AND SERVICES	20,800	20,800
TOTAL SERVICE COSTS	74,900	68,200
	£	£
<u>SPORTS DEVELOPMENT</u>		
SUPPLIES AND SERVICES	12,500	12,500
TOTAL SERVICE COSTS	12,500	12,500
	£	£
<u>COMMUNITY DEVELOPMENT</u>		
SUPPLIES & SERVICES	15,100	15,200
TOTAL SERVICES COSTS	15,100	15,200

PARTNERSHIPS & COMMUNITY ENGAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>COMMUNITY SAFETY</u>	£	£
CRIME AND DISORDER COSTS	12,500	12,500
CONTRIBUTION TO PSCOs	<u>130,600</u>	<u>130,600</u>
TOTAL DIRECT COST	143,100	143,100
LESS FUNDING	<u>128,000</u>	<u>128,000</u>
TOTAL SERVICE COSTS	<u>15,100</u>	<u>15,100</u>
<u>CCTV</u>	£	£
PREMISES RELATED EXPENSES	53,000	53,000
AGENCY & CONTRACTED SERVICES	43,000	43,000
EQUIPMENT REPLACEMENT RESERVE	<u>15,000</u>	<u>15,000</u>
TOTAL DIRECT COST	111,000	111,000
LESS FUNDING	<u>105,000</u>	<u>105,000</u>
TOTAL SERVICE COSTS	<u>6,000</u>	<u>6,000</u>

PARTNERSHIPS & COMMUNITY ENGAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>VOLUNTARY SECTOR GRANT AID</u>	£	£
GRANT AID TO LOCAL ORGANISATIONS	39,600	39,600
OTHER GRANTS	91,100	91,100
WARD IMPROVEMENT INITIATIVE SCHEME	19,500	19,500
GRANT AID TO CAB SERVICES	257,100	257,100
TOTAL SERVICE COSTS	407,300	407,300

ENVIRONMENTAL HEALTH

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SUMMARY</u>	£	£
MISCELLANEOUS SERVICES	(170,700)	(169,700)
COMMUNITY TOILET SCHEME	12,000	12,000
DISABLED FACILITIES GRANTS	100,000	100,000
ENVIRONMENTAL HEALTH ADMINISTRATION	<u>1,101,100</u>	<u>1,089,400</u>
TOTAL SERVICE COSTS	<u>1,042,400</u>	<u>1,031,700</u>

ENVIRONMENTAL HEALTH

<u>MISCELLANEOUS SERVICES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	20,000	20,000
SUPPLIES AND SERVICES	40,300	41,300
THIRD PARTY PAYMENTS	26,000	26,000
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TOTAL DIRECT COSTS	86,300	87,300
LESS INCOME:		
LICENCING INCOME	207,500	207,500
OTHER INCOME	49,500	49,500
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TOTAL INCOME	257,000	257,000
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TOTAL SERVICE COSTS	(170,700)	(169,700)
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ENVIRONMENTAL HEALTH

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>COMMUNITY TOILET SCHEME</u>	£	£
SUPPLIES AND SERVICES	12,000	12,000
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TOTAL SERVICE COSTS	12,000	12,000
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<u>DISABLED FACILITIES GRANT</u>	£	£
EMPLOYEES' EXPENSES	0	41,500
SUPPLIES & SERVICES	100,000	58,500
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TOTAL SERVICE COSTS	100,000	100,000
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ENVIRONMENTAL HEALTH

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>ENVIRONMENTAL HEALTH ADMINISTRATION</u>	£	£
EMPLOYEES' EXPENSES	1,045,500	1,031,600
TRANSPORT RELATED EXPENSES	7,600	8,700
SUPPLIES AND SERVICES	48,000	49,100
TOTAL DIRECT COSTS	1,101,100	1,089,400

STREET SCENE SERVICES

<u>SUMMARY</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
WASTE AND STREET SCENE UNIT	975,900	985,900
WASTE SERVICES	1,840,000	2,119,800
TRADE REFUSE	(215,100)	(207,100)
CLEANSING SERVICES	1,082,700	1,082,800
PARKS OPERATIONS	725,200	758,600
PARKS DEVELOPMENT & TREES	487,900	489,200
ALLOTMENTS	4,300	4,300
ALLUM LANE CEMETERY	69,200	22,500
PARKING SERVICES	(596,000)	(669,200)
TOTAL SERVICE COSTS	4,374,100	4,586,800

STREET SCENE SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>WASTE AND STREET SCENE UNIT</u>	£	£
EMPLOYEES' EXPENSES	752,600	753,300
PREMISES RELATED EXPENSES	81,000	90,500
TRANSPORT RELATED EXPENSES	46,900	51,200
SUPPLIES AND SERVICES	95,400	90,900
	975,900	985,900
TOTAL SERVICE COSTS	975,900	985,900
<u>WASTE SERVICES</u>	£	£
EMPLOYEES' EXPENSES	1,597,900	1,464,600
TRANSPORT RELATED EXPENSES	930,400	962,000
SUPPLIES AND SERVICES	136,600	138,600
THIRD PARTY PAYMENTS	227,500	489,500
	2,892,400	3,054,700
TOTAL DIRECT COSTS	2,892,400	3,054,700
LESS INCOME	782,400	664,900
HCC GRANT	270,000	270,000
	1,840,000	2,119,800
TOTAL SERVICE COSTS	1,840,000	2,119,800

STREET SCENE SERVICES

<u>TRADE REFUSE</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	68,400	72,100
TRANSPORT	56,000	61,000
SUPPLIES AND SERVICES	255,500	258,500
	379,900	391,600
TOTAL DIRECT COSTS		
LESS INCOME	595,000	598,700
	(215,100)	(207,100)
TOTAL SERVICE COSTS		

STREET SCENE SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>CLEANSING SERVICES</u>		
	£	£
EMPLOYEES' EXPENSES	798,300	800,700
TRANSPORT RELATED EXPENSES	258,100	259,600
SUPPLIES AND SERVICES	46,300	42,500
THIRD PARTY PAYMENTS	35,000	35,000
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TOTAL DIRECT COSTS	1,137,700	1,137,800
LESS INCOME	<hr/> 55,000	<hr/> 55,000
TOTAL SERVICE COSTS	<hr/> 1,082,700	<hr/> 1,082,800
	<hr/> <hr/>	<hr/> <hr/>
<u>PARKS OPERATIONS</u>		
	£	£
PREMISES RELATED EXPENSES	110,600	113,500
SUPPLIES AND SERVICES	8,200	8,500
THIRD PARTY PAYMENTS	<hr/> 677,400	<hr/> 708,800
TOTAL DIRECT COSTS	<hr/> 796,200	<hr/> 830,800
LESS INCOME:		
PARKS INCOME	27,000	28,200
H.C.C. CONTRIBUTION	<hr/> 44,000	<hr/> 44,000
TOTAL INCOME	<hr/> 71,000	<hr/> 72,200
TOTAL SERVICE COSTS	<hr/> 725,200	<hr/> 758,600
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STREET SCENE SERVICES

<u>PARKS DEVELOPMENT & TREES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	274,600	276,600
PREMISES RELATED EXPENSES	11,700	10,700
TRANSPORT RELATED EXPENSES	3,100	3,400
SUPPLIES AND SERVICES	31,300	33,200
THIRD PARTY PAYMENTS	<u>177,200</u>	<u>177,300</u>
TOTAL DIRECT COSTS	497,900	501,200
LESS INCOME:		
PARKS DEVELOPMENT INCOME	10,000	12,000
	<u>10,000</u>	<u>12,000</u>
TOTAL INCOME	10,000	12,000
	<u>487,900</u>	<u>489,200</u>
TOTAL SERVICE COSTS	<u><u>487,900</u></u>	<u><u>489,200</u></u>

STREET SCENE SERVICES

<u>ALLOTMENTS</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
PREMISES RELATED EXPENSES	3,300	4,300
THIRD PARTY PAYMENTS	12,000	11,000
TOTAL DIRECT COSTS	15,300	15,300
LESS INCOME	11,000	11,000
TOTAL SERVICE COSTS	4,300	4,300

ALLUM LANE CEMETERY AND CLOSED GROUNDS

	£	£
PREMISES RELATED EXPENSES	13,500	13,600
SUPPLIES AND SERVICES	42,300	43,300
THIRD PARTY PAYMENTS	97,400	104,600
TOTAL DIRECT COSTS	153,200	161,500
LESS INCOME	84,000	139,000
TOTAL SERVICE COSTS	69,200	22,500

STREET SCENE SERVICES

<u>PARKING SERVICES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	1,012,200	979,800
PREMISES RELATED EXPENSES :	215,000	227,500
TRANSPORT RELATED EXPENSES	21,000	21,000
SUPPLIES AND SERVICES	188,800	190,900
THIRD PARTY PAYMENTS	28,000	20,000
CONTRIBUTION TO SERVICES	253,000	253,000
REPAIRS AND RENEWALS FUND	140,000	100,000
TOTAL DIRECT COSTS	1,858,000	1,792,200
LESS INCOME	2,454,000	2,461,400
TOTAL SERVICE COSTS	(596,000)	(669,200)

ENGINEERING SERVICES

<u>SUMMARY</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
HIGHWAY RELATED ITEMS	11,200	11,200
DRAINAGE SERVICES	334,200	305,300
TOTAL SERVICE COSTS	345,400	316,500

ENGINEERING SERVICES

HIGHWAY RELATED - RESIDUAL MAINTENANCE ITEMS	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
BUS SHELTERS - RENEWALS / MAINTENANCE	4,000	4,000
STREET FURNITURE AND SEATS	1,000	1,000
FOOTWAY LIGHTING	2,000	2,000
STREET NAMEPLATES/NOTICE BOARDS	20,500	20,500
TRAFFIC MANAGEMENT SCHEMES	1,500	1,500
TOWN CENTRE MANAGEMENT	3,400	3,400
INSPECT UNADOPTED ROADS/FOOTPATHS	2,700	2,700
STREET MARKETS & TRADING LICENSING	1,100	1,100
TOTAL	36,200	36,200
LESS INCOME : BOREHAMWOOD MARKET	25,000	25,000
TOTAL SERVICE COSTS	11,200	11,200

ENGINEERING SERVICES

<u>DRAINAGE SERVICES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	335,200	341,600
PREMISES RELATED EXPENSES	24,700	26,700
TRANSPORT RELATED EXPENSES	48,000	49,100
SUPPLIES AND SERVICES :	16,500	18,400
THIRD PARTY PAYMENTS	160,000	120,000
TOTAL DIRECT COSTS	<u>584,400</u>	<u>555,800</u>
LESS INCOME	<u>250,200</u>	<u>250,500</u>
TOTAL SERVICE COSTS	<u><u>334,200</u></u>	<u><u>305,300</u></u>

ASSET MANAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SUMMARY</u>	£	£
CIVIC OFFICES	327,900	323,000
DEPOT SITES	15,700	15,700
RESIDUAL RESIDENTIAL PROPERTIES	(835,900)	(874,400)
COMMERCIAL PROPERTIES	(3,682,900)	(3,722,500)
GARAGES	(618,400)	(608,000)
LEISURE & COMMUNITY BUILDINGS	113,200	104,400
BUILDING MAINTENANCE PROGRAMME	415,800	415,800
ASSET MANAGEMENT UNIT	598,500	540,000
TOTAL SERVICE COSTS	(3,666,100)	(3,806,000)

ASSET MANAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
<u>CIVIC OFFICES</u>		
PREMISES RELATED EXPENSES	571,900	576,800
SUPPLIES & SERVICES	91,100	91,100
TOTAL DIRECT COSTS	663,000	667,900
LESS INCOME	335,100	344,900
TOTAL SERVICE COSTS	327,900	323,000
<u>DEPOT SITES</u>		
	£	£
PREMISES RELATED EXPENSES	15,700	15,700
TOTAL SERVICE COSTS	15,700	15,700

ASSET MANAGEMENT

<u>RESIDUAL RESIDENTIAL PROPERTIES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
PREMISES RELATED EXPENSES	34,200	36,600
SUPPLIES & SERVICES	5,800	5,800
TOTAL DIRECT COSTS	40,000	42,400
LESS INCOME :-		
PLACES FOR PEOPLE H.A.	200,000	200,000
EASTBURY RD	33,000	34,800
RESIDUAL HOUSES	642,900	682,000
TOTAL SERVICE COSTS	(835,900)	(874,400)

ASSET MANAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>COMMERCIAL PROPERTIES</u>		
	£	£
PREMISES RELATED EXPENSES	128,700	149,200
SUPPLIES & SERVICES	10,700	20,700
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TOTAL DIRECT COSTS	139,400	169,900
LESS INCOME :-		
ELSTREE FILM STUDIOS	1,550,000	1,550,000
METROPOLIS	78,000	78,000
OAKRIDGE LANE DEPOT	60,000	60,000
LEISURE MANAGEMENT FEE	305,700	318,300
SUNDRY LEASES	249,100	249,100
CRANBORNE INDUSTRIAL ESTATE	171,600	171,600
OTHER COMMERCIAL PROPERTIES	1,407,900	1,465,400
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TOTAL INCOME	3,822,300	3,892,400
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TOTAL SERVICE COSTS	(3,682,900)	(3,722,500)
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ASSET MANAGEMENT

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>GARAGES</u>		
	£	£
PREMISES RELATED EXPENSES	80,000	80,000
TOTAL DIRECT COSTS	80,000	80,000
LESS INCOME	698,400	688,000
TOTAL SERVICE COSTS	(618,400)	(608,000)
<u>LEISURE & COMMUNITY BUILDINGS</u>		
	£	£
LEISURE CENTRES	61,600	62,800
COMMUNITY HALLS	15,700	5,700
BUSHEY COMMUNITY CENTRE	700	700
BUSHEY MUSEUM	40,700	40,700
TOTAL DIRECT COSTS	118,700	109,900
LESS INCOME FROM OAKMERE COMMUNITY CENTRE	5,500	5,500
TOTAL SERVICE COSTS	113,200	104,400
<u>BUILDING MAINTENANCE PROGRAMME</u>		
	£	£
PREMISES RELATED EXPENSES	415,800	415,800
TOTAL SERVICE COSTS	415,800	415,800

ASSET MANAGEMENT

<u>ASSET MANAGEMENT UNIT</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	571,200	511,300
TRANSPORT RELATED	2,300	2,300
SUPPLIES & SERVICES	24,000	25,400
THIRD PARTY PAYMENTS	<u>11,000</u>	<u>11,000</u>
TOTAL DIRECT COSTS	608,500	550,000
LESS INCOME	<u>10,000</u>	<u>10,000</u>
TOTAL SERVICE COSTS	<u>598,500</u>	<u>540,000</u>

FINANCE AND BUSINESS SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SUMMARY</u>	£	£
NNDR COLLECTION COSTS	(160,100)	(160,100)
COUNCIL TAX COLLECTION	(177,000)	(177,000)
BENEFITS ADMINISTRATION	(316,400)	(315,200)
RENT ALLOWANCES	0	0
COUNCIL TAX REDUCTION	0	0
HOUSING BENEFIT	7,700	7,700
PROCUREMENT	53,300	53,300
FINANCE UNIT	921,900	924,100
REVENUES & BENEFITS UNIT	1,134,500	1,054,500
INFORMATION & DIGITAL SERVICES	1,060,100	1,076,800
	2,524,000	2,464,100
TOTAL SERVICE COSTS	2,524,000	2,464,100

FINANCE AND BUSINESS SERVICES

<u>COST OF NNDR COLLECTION</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
SUPPLIES AND SERVICES	5,500	5,500
AGENCY & CONTRACTED SERVICES	<u>3,500</u>	<u>3,500</u>
TOTAL DIRECT COSTS	9,000	9,000
COURT COSTS	17,000	17,000
LESS INCOME	<u>152,100</u>	<u>152,100</u>
TOTAL SERVICE COSTS	<u>(160,100)</u>	<u>(160,100)</u>
<u>COUNCIL TAX</u>	£	£
SUPPLIES AND SERVICES	75,000	75,000
AGENCY & CONTRACTED SERVICES	<u>3,000</u>	<u>3,000</u>
TOTAL DIRECT COSTS	78,000	78,000
LESS INCOME COURT COSTS	<u>255,000</u>	<u>255,000</u>
TOTAL SERVICE COSTS	<u>(177,000)</u>	<u>(177,000)</u>
<u>BENEFITS ADMINISTRATION</u>		
SUPPLIES AND SERVICES	<u>32,400</u>	<u>33,600</u>
TOTAL DIRECT COSTS	32,400	33,600
LESS INCOME:		
UNIVERSAL CREDIT GRANT	0	0
GOVERNMENT SUBSIDY	<u>348,800</u>	<u>348,800</u>
TOTAL SERVICE COSTS	<u>(316,400)</u>	<u>(315,200)</u>

FINANCE AND BUSINESS SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>HOUSING BENEFIT</u>		
	£	£
ALLOWANCES PAID	33,000,000	30,000,000
LESS INCOME:		
GOVERNMENT SUBSIDY	<u>33,000,000</u>	<u>30,000,000</u>
TOTAL SERVICE COSTS	<u>0</u>	<u>0</u>
<u>COUNCIL TAX REDUCTION</u>		
ALLOWANCES PAID	6,200,000	7,000,000
LESS INCOME:		
COLLECTION FUND	<u>6,200,000</u>	<u>7,000,000</u>
TOTAL SERVICE COSTS	<u>0</u>	<u>0</u>
<u>HOUSING BENEFIT (LOCAL SCHEMES)</u>		
HOUSING BENEFIT (NOT MET BY SUBSIDY)	27,700	27,700
FUNDED BY DEPT OF WORKS & PENSIONS	<u>20,000</u>	<u>20,000</u>
TOTAL SERVICE COSTS	<u>7,700</u>	<u>7,700</u>

FINANCE AND BUSINESS SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>PROCUREMENT</u>	£	£
EMPLOYEES' EXPENSES	53,300	53,300
	<hr/>	<hr/>
TOTAL SERVICE COSTS	53,300	53,300
	<hr/> <hr/>	<hr/> <hr/>
<u>FINANCE UNIT</u>	£	£
EMPLOYEES' EXPENSES	820,000	821,900
TRANSPORT RELATED EXPENSES	2,000	1,000
SUPPLIES AND SERVICES	123,300	125,000
AGENCY & CONTRACTED SERVICES	500	500
	<hr/>	<hr/>
TOTAL DIRECT COSTS	945,800	948,400
LESS INCOME	23,900	24,300
	<hr/>	<hr/>
TOTAL COSTS	921,900	924,100
	<hr/> <hr/>	<hr/> <hr/>

FINANCE AND BUSINESS SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>REVENUES & BENEFITS UNITS</u>		
	£	£
EMPLOYEES' EXPENSES	1,117,700	1,092,500
TRANSPORT RELATED EXPENSES	5,000	5,100
SUPPLIES AND SERVICES	112,400	111,900
AGENCY & CONTRACTED SERVICES	30,000	38,500
FUNDING	<u>130,600</u>	<u>193,500</u>
TOTAL COSTS	<u><u>1,134,500</u></u>	<u><u>1,054,500</u></u>

FINANCE AND BUSINESS SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>INFORMATION DIGITAL SERVICES UNIT (IDS)</u>		
	£	£
EMPLOYEES' EXPENSES	623,500	640,100
TRANSPORT RELATED EXPENSES	2,000	2,000
SUPPLIES AND SERVICES	366,100	366,200
AGENCY & CONTRACTED SERVICES	<u>74,800</u>	<u>74,800</u>
TOTAL DIRECT COSTS	1,066,400	1,083,100
LESS INCOME	6,300	6,300
TOTAL SERVICE COSTS	<u><u>1,060,100</u></u>	<u><u>1,076,800</u></u>

LEGAL & DEMOCRATIC SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SUMMARY</u>	£	£
LOCAL LAND CHARGES	(34,000)	(42,100)
ELECTORAL REGISTRATION	211,600	212,400
LOCAL ELECTIONS	35,000	42,000
LEGAL SERVICES BUSINESS UNIT	495,700	501,600
MAYORAL BUDGET (CIVIC EXPENSES)	44,100	40,200
SURGERIES	1,300	1,300
MEMBERS ALLOWANCES	397,200	398,900
MEETINGS/MEMBERS COSTS	75,800	79,700
DEMOCRATIC SERVICES BUSINESS UNIT	<u>274,700</u>	<u>271,900</u>
TOTAL SERVICE COSTS	<u>1,501,400</u>	<u>1,505,900</u>

LEGAL & DEMOCRATIC SERVICES

<u>LOCAL LAND CHARGES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	93,500	92,400
TRANSPORT RELATED EXPENSES	200	100
SUPPLIES AND SERVICES	33,000	37,400
THIRD PARTY PAYMENTS	1,300	0
TOTAL DIRECT COSTS	128,000	129,900
LESS INCOME	162,000	172,000
TOTAL SERVICE COSTS	(34,000)	(42,100)

<u>ELECTORAL REGISTRATION</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	139,300	138,600
TRANSPORT RELATED EXPENSES	1,000	1,000
SUPPLIES AND SERVICES	73,300	74,800
TOTAL DIRECT COSTS	213,600	214,400
LESS INCOME	2,000	2,000
TOTAL SERVICE COSTS	211,600	212,400

<u>LOCAL ELECTIONS</u>	£	£
SUPPLIES AND SERVICES	1,000	1,000
TRANSFER PAYMENTS	34,000	41,000
TOTAL DIRECT COSTS	35,000	42,000
LESS RESERVE FUNDING	0	0
TOTAL SERVICE COSTS	35,000	42,000

LEGAL & DEMOCRATIC SERVICES

<u>LEGAL SERVICES BUSINESS UNIT</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
EMPLOYEES' EXPENSES	560,500	567,700
TRANSPORT RELATED EXPENSES	400	400
SUPPLIES AND SERVICES	<u>46,800</u>	<u>45,500</u>
TOTAL DIRECT COSTS	607,700	613,600
LESS INCOME FUNDING	35,000	35,000
	<u>77,000</u>	<u>77,000</u>
TOTAL COSTS	<u>495,700</u>	<u>501,600</u>
<u>MAYORAL BUDGET (CIVIC EXPENSES)</u>	£	£
MAYOR/DEPUTY MAYOR ALLOWANCE	5,600	5,600
CIVIC TRANSPORT	7,900	4,000
GENERAL CIVIC EXPENSES	10,700	10,700
CIVIC DINNER	<u>19,900</u>	<u>19,900</u>
TOTAL SERVICE COSTS	44,100	40,200
	<u>44,100</u>	<u>40,200</u>
<u>SURGERIES</u>	£	£
HALL HIRE	1,000	1,000
SUPPLIES AND SERVICES	<u>300</u>	<u>300</u>
TOTAL SERVICE COSTS	1,300	1,300
	<u>1,300</u>	<u>1,300</u>
<u>MEMBERS' ALLOWANCES</u>	£	£
MEMBERS BASIC ALLOWANCES	253,000	253,000
SPECIAL RESPONSIBILITY ALLOWANCE	141,800	143,500
CHILDCARE / DEPENDENTS ALLOWANCE	400	400
TRANSPORT RELATED	<u>2,000</u>	<u>2,000</u>
TOTAL SERVICE COSTS	397,200	398,900
	<u>397,200</u>	<u>398,900</u>

LEGAL & DEMOCRATIC SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>COSTS ASSOCIATED WITH MEETINGS/MEMBERS</u>		
	£	£
OVERVIEW & SCRUTINY COMMITTEES	8,800	8,800
INDEPENDENT REMUNERATION PANEL	3,900	3,900
STANDARDS COMMITTEES	2,400	2,400
CABINET EXPENSES	6,400	6,400
SUPPLIES AND SERVICES	<u>54,300</u>	<u>58,200</u>
TOTAL SERVICE COSTS	<u>75,800</u>	<u>79,700</u>
<u>DEMOCRATIC SERVICES UNIT</u>	£	£
EMPLOYEES' EXPENSES	258,000	256,000
TRANSPORT RELATED EXPENSES	500	500
SUPPLIES AND SERVICES	<u>16,200</u>	<u>15,400</u>
TOTAL COSTS	<u>274,700</u>	<u>271,900</u>

HUMAN RESOURCES & CUSTOMER SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SUMMARY</u>	£	£
CUSTOMER RELATIONSHIP MANAGEMENT	675,100	654,400
DIGITAL TRANSFORMATION	70,600	70,600
DESIGN & PRINT SERVICES	(3,100)	(600)
CIVIC OFFICE KEEPERS	105,100	105,100
HEALTH & SAFETY	3,000	3,000
STRATEGIC TRAINING	30,000	30,000
HUMAN RESOURCES	334,900	335,800
TOTAL SERVICE COSTS	1,215,600	1,198,300

HUMAN RESOURCES & CUSTOMER SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>HUMAN RESOURCES</u>	£	£
EMPLOYEES' EXPENSES	288,200	288,200
TRANSPORT RELATED EXPENSES	600	600
SUPPLIES AND SERVICES	15,200	15,200
AGENCY & CONTRACTED	30,900	31,800
TOTAL SERVICE COSTS	334,900	335,800
<u>CUSTOMER RELATIONSHIP MANAGEMENT</u>	£	£
EMPLOYEES' EXPENSES	636,800	620,300
TRANSPORT RELATED EXPENSES	600	600
SUPPLIES AND SERVICES	45,400	45,800
THIRD PARTY PAYMENTS	0	0
TOTAL DIRECT COST	682,800	666,700
LESS: INCOME	7,700	12,300
NET DIRECT COSTS	675,100	654,400
<u>DIGITAL TRANSFORMATION</u>	£	£
EMPLOYEES' EXPENSES	70,600	70,600
TOTAL COSTS	70,600	70,600

HUMAN RESOURCES & CUSTOMER SERVICES

<u>CIVIC OFFICE KEEPERS</u>	£	£
EMPLOYEES' EXPENSES	84,800	84,800
SUPPLIES AND SERVICES	600	600
THIRD PARTY PAYMENTS	<u>19,700</u>	<u>19,700</u>
TOTAL COSTS	<u>105,100</u>	<u>105,100</u>
<u>DESIGN & PRINT SERVICES</u>	£	£
EMPLOYEES' EXPENSES	102,200	99,200
TRANSPORT RELATED EXPENSES	400	400
SUPPLIES AND SERVICES	44,500	43,000
THIRD PARTY PAYMENTS	61,800	61,800
CONTRIBUTION TO RESERVE	<u>0</u>	<u>7,000</u>
TOTAL DIRECT COSTS	208,900	211,400
LESS INCOME	212,000	212,000
NET DIRECT COSTS	<u>(3,100)</u>	<u>(600)</u>

HUMAN RESOURCES & CUSTOMER SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
	£	£
<u>HEALTH & SAFETY</u>		
SUPPLIES AND SERVICES	3,000	3,000
	3,000	3,000
TOTAL SERVICE COSTS	3,000	3,000
 <u>STRATEGIC TRAINING</u>		
	£	£
SUPPLIES AND SERVICES	30,000	30,000
	30,000	30,000
TOTAL SERVICE COSTS	30,000	30,000

EXECUTIVE DIRECTORS

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>EXECUTIVE DIRECTORS</u>	£	£
EMPLOYEES' EXPENSES	468,400	454,500
TRANSPORT RELATED EXPENSES	1,800	1,800
SUPPLIES AND SERVICES	<u>17,300</u>	<u>17,300</u>
TOTAL DIRECT COSTS	<u>487,500</u>	<u>473,600</u>

ASSURANCE SERVICES

SUMMARY	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
SHARED INTERNAL AUDIT SERVICE	113,000	97,000
RISK MANAGEMENT	5,000	5,000
SHARED ANTI FRAUD	87,300	89,100
TOTAL SERVICE COSTS	205,300	191,100

ASSURANCE SERVICES

	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
<u>SHARED INTERNAL AUDIT SERVICE</u>	£	£
EMPLOYEES' EXPENSES	113,000	97,000
	113,000	97,000
TOTAL DIRECT COSTS	113,000	97,000
<u>RISK MANAGEMENT</u>	£	£
EMPLOYEES' EXPENSES	5,000	5,000
	5,000	5,000
TOTAL COSTS	5,000	5,000
<u>SHARED ANTI FRAUD SERVICE</u>		
	£	£
SUPPLIES & SERVICES	4,100	4,100
AGENCY & CONTRACTED SERVICES	83,200	85,000
	87,300	89,100
TOTAL SERVICE COSTS	87,300	89,100

FINANCE & BUSINESS SERVICES

<u>GENERAL EXPENSES</u>	2020/21 APPROVED BUDGET	2021/22 DRAFT BUDGET
RECHARGED TO SERVICES	£	£
STAFF SERVICE AWARDS	23,000	23,000
MEDICAL	12,300	12,300
JOBS GO PUBLIC	6,300	6,300
EMPLOYEE ASSISTANCE PROGRAMME	14,200	14,200
CHILDCARE	1,600	1,600
SECURITY SERVICES	4,300	4,300
COURIER	1,300	1,300
COUNCIL CHAMBER WEB CASTING	14,800	14,800
TELEPHONE SYSTEM	10,000	10,000
FRANKING MACHINE	2,300	2,300
LICENCES	2,500	2,500
SUBSCRIPTIONS	38,000	38,000
MISCELLANEOUS	<u>1,600</u>	<u>1,600</u>
TOTAL DIRECT COSTS	<u>132,200</u>	<u>132,200</u>
 <u>GENERAL EXPENSES</u>		
NOT RECHARGED TO SERVICES		
BANK CHARGES	62,300	75,000
EXTERNAL AUDIT FEE	80,000	95,000
LESS FUNDING OF HB AUDIT FROM RESERVE	<u>0</u>	<u>(35,000)</u>
TOTAL DIRECT COSTS	<u>142,300</u>	<u>135,000</u>