

Scrutiny Management Commission

Background Budget Information

Schedule A - provides a summary of the 2009/2010 approved revenue budgets which fall within this Commission together with supporting service information.

Schedule B - provides a breakdown of the net budget by employee costs, running costs and income and also provides budget totals for the support service recharges.

For further information please contact the Head of Accountancy e-mail carolyn.wright@derby.gov.uk.

SCHEDULE A

Summary of the 2009/2010 approved revenue budgets which fall within the Scrutiny Management Commission

Column 1

The service area description

Column 2

This is the net revenue departmental budget. This is made up of employee and running costs less external income. It excludes indirect costs from internal support service recharges and capital charges. Support service recharges are internal costs charged to services by other Council services such as payroll, finance, IT and internal income if the service is a support service which recharges other Council services.

Column 3

This is the service type

1. Statutory/mainly statutory
2. Discretionary/ mainly discretionary
3. Support service

Column 4

This provides a brief service description

Column 5

This indicates how the service area links to corporate priorities.

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
Corporate Policy and Economic Development				
Derby City Partnership (DCP Centre including External Funding)	333	2	<ul style="list-style-type: none"> Partnership coordination Development of the Sustainable Community Strategy Coordination and delivery of external funding streams on behalf of LSP 	Yes
Derby Community Safety Partnership Infrastructure	1,859	1	Contribution towards core infrastructure supporting CSP service provision	Partially
Derby Community Safety Partnership - Area and Neighbourhood Working	1,163	2	<ul style="list-style-type: none"> Delivery of neighbourhood management DCC contribution towards service provision such as NEAT and PCSO's 	Yes
Neighbourhood Boards	476	2	Specific Neighbourhood Board funding	Yes
Emergency Planning	171	1	Emergency planning and disaster recovery across the city	Yes
City Centre Management	(68)	2	<ul style="list-style-type: none"> Management of City Centre space hire City Centre promotions 	Partially
Economic Development Unit	1,006	2	<ul style="list-style-type: none"> Inward Investment Marketing & promotions Public Realm programme team Contributions to partners, i.e. Cityscape, Derby Marketing 	Yes
Tourist Information Centre & Tourism	195	2	<ul style="list-style-type: none"> Front line customer service at the TIC Promotion and Tourism in Derby 	Yes
Change Management and Performance	667	3	Corporate plan. Performance management. Change agenda and CAA.	Yes

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
Direct and Internal Services				
Corporate Finance				
Accountancy and Technical Finance	803	3	Corporate accountancy functions including budget process and production of the annual accounts.	Partially
Customer Services				
Corporate Customers Services Management	349	3	Management of Customer Services. AD + 4 Heads of Service	No
Council Tax Billing	233	1	Council tax collection service	No
Derby Direct	510	2	Contact Centre service	Yes
External Payments	75	1	Central payments and invoicing	Yes
Getting it Right Project	(68)		Savings target	Yes
Income & Post Room	360	3	Cashier and post dissemination service - includes scanning service	No
NDR Billing and Collection	(159)	1	Business rate collection service	No
Policy & Development	69	3	Provide policy, quality and training support	No
Payments and recovery of overpayments	24	3	Payment of invoices and collection of sundry debtors and overpayments – net of grant and recharge income	Yes

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
ICT				
IT Services	1,986	3	SERCO ICT contract. Providing support to the delivery of corporate and business strategies through the effective use of ICT	Partially
Voice Network	308	3	Management of our Telephony service	Partially
Information Services	514	3	Implementation of the ICT Strategy, the Telecoms and Network Strategy, the Information Management Strategy.	Partially
Business Systems	948	3	Management, operation, and development of Corporate and Departmental applications	Partially
Procurement	130	3	Implementation of the Corporate Procurement Strategy. Providing technical procurement support across the Council.	Partially
Audit and Risk Management				
Internal Audit	417	1	Review, appraise and report upon the adequacy, suitability and reliability of internal controls and management information	No
Risk Management & Insurance	99	1	Manages the Council's contract for insurance and maintenance and review of the Council's strategic risk register	No
Human Resources				
Employee Payments	358	3	Payroll Service	No
Personnel & Equalities	2,118	3	HR strategy, policy and support	Partially
Taxation	29	3	Corporate tax function including vat return	No

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
Democratic Services				
Central Services	(18)	1	Central reprographics service	Partially
Constitutional Services	258	1	Provision of support to constitutional bodies	Partially
Elections Administration	119	1	Administration of local elections	Partially
Land Charges	(133)	1	Fees charged for land searches. Credit bal covers supp services	No
Management & Administration	663	3	Management, admin and finance team of Corp Services	No
Member Services	238	1	Provision of admin support to elected members	Partially
Overview and Scrutiny	319	1	Support to scrutiny commissions. Corporate complaints management	Yes
Register Office	33	1	Registration of births, deaths, marriages and civil partnerships (Includes £201 support service charges)	No
Corporate & Adult Services				
Conduct of Elections	95	1	Cost of polling day, venues, staffing and equipment	Yes
Derby Coroner	244	1	Shared service - Derbyshire County Council is lead authority	Yes
Mayoral Expenses	138	2	Support for mayoral and civic functions	Yes
Members Allowances	934	1	Cost of members allowances	Yes
Registration of Electors	201	1	Maintenance and up dating of electoral register and postal votes	Yes
Twinning	39	2	Envoy and grants for Osnabruck Twinning	No

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
Resources – Corporate Budgets				
Bank Charges	80	3	Cost of banking services and facilities eg bacs, chaps paypoint	No
Compensatory Added Years	386	1	Pension costs of employees who retired pre reorganisation	No
Corp Bad Debt	257	1	Required increase to BDP	No
Corporate Personal Agency Savings	(20)	3	Saving on al l agency staff through Corporate contract	No
Council Insurance Policies	1,218	1	Insurance premiums for Council assets and liabilities	No
Environment Agency Levy	91	1	Flood defence levy	Yes
External Audit Fees	312	1	Fees for external audit work.	No
Insurance Premium Contingency	277	1	Contingency for increased premium values and excess payments	No
Residual Reorganisation Costs	258	1	Pension shortfall on staff transferred from the County on reorganisation	No
School's DSG grant income	(1,615)	3	Income from DSG supporting central services provided to schools	No
Support Services Balance	(65)	3	Over recovery of central support services	No
Transport Act 1985	37	1	Pension shortfall on former Derby City Transport employees	No
HCI Initiative	(226)	2	Home Computer Initiative. Net inc budget to cover borrowing in TM.	Yes

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
Resources Department Management				
Resources Department Management	316	3	Director, assistant directors and secretarial support. (Note S151 officer is statutory)	No
Legal	1,162	3	In house provision of legal advice, support and representation	No
Consultation & Research	311	2 – Although statutory duty to involve the community	Consultation and involvement of residents to influence decisions	Yes
Corporate Communications	235	2	Media relations, Corporate design, internal communication	Yes
Property Services				
Accommodation	1,961	3	Management, utility, NNDR, and running costs of Council offices	Partially
Architectural Services	(42)	3	Design/Drawings for mods and new builds. Recharged to cap programme	Partially
Building Service	534	3	Service and repair of internal electrical, mechanical and heating systems	Partially
Bus Station	18			
Estates	(27)	2	Rental from commercial property net of admin and running costs	No
Markets	(1,196)	2	Rental income from Markets net of admin and running costs	No
Property Maintenance	679	3	Landlord and R&M works – external fabric of buildings	Partially

Column 1	Column 2	Column 3	Column 4	Column 5
Service Activity	Budget £000	Service Type	Brief service description	Priorities
Property Services Administration	342	3	Property Services admin, finance, management	Partially
Quantity Surveying	(40)	3	QS work for mods and new builds. Recharged to cap programme	Partially
Repair and Maintenance Fees	0			
Repair & Maintenance Works	3,617	3	R&M cost of maintaining over 900 Council buildings	Partially

SCHEDULE B - SUMMARY REVENUE BUDGET 2009/10 SCRUTINY MANAGEMENT COMMISSION

SERVICE ACTIVITY	Departmental Expenditure		Indirect Expenditure		Gross Expenditure	Departmental Income		Support Service Income	Gross Income	Total Approved Budget	Net Departmental Controlled Budget
	Employee Costs	Running Costs	Capital Charges	Support Service Expenditure		Grants	Other Income				
	£000's	£000's	£000's	£000's		£000's	£000's				
Corporate Policy and economic development											
Derby City Partnership and External Funding	787	87		16	897		(541)		(541)	356	333
Derby Community Safety Partnerships - Area and Neighbourhood Working	359	886			1,245		(82)		(82)	1,163	1,163
Derby Community Safety Partnership - Partnership Infrastructure	364	1,936	40	1	2,341		(441)		(441)	1,900	1,859
Neighbourhood Boards		476			476				0	476	476
Partnerships 1% Salary Savings	(15)				(15)				0	(15)	(15)
Emergency Planning		171			171				0	171	171
City Centre Management	64	9			73		(5)		(5)	68	68
Economic Development Unit	627	953	18	51	1,649		(574)		(574)	1,075	1,006
Tourist Information Centre	237	(8)		13	242		(34)		(34)	208	195

SERVICE ACTIVITY	Departmental Expenditure		Indirect Expenditure		Gross Expenditure	Departmental Income		Support Service Income	Gross Income	Total Approved Budget	Net Departmental Controlled Budget
	Employee Costs	Running Costs	Capital Charges	Support Service Expenditure		Grants	Other Income				
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Change Management & Performance	500	225		96	821		(58)	(671)	(729)	92	667
Sub Total Corporate Policy and Economic Development	2,923	4,735	58	177	7,900		(1,735)	(671)	(2,406)	5,494	5,923
Direct and internal services											
Corporate Finance											
Accountancy and Technical Finance	1,154	34		211	1,399		(385)	(1,058)	(1,443)	(44)	803
Sub Total	1,154	34		211	1,399		(385)	(1,058)	(1,443)	(44)	803
Customer Services											
Corporate Customer Services	33	29			62				0	62	62
Corporate Customer Services Management		287			287				0	287	287
Council Tax Billing	545	129		315	989		(441)		(441)	548	233
Derby Direct	963	11		517	1,491	(410)	(54)	(1,037)	(1,501)	(10)	510
External Payments	271	36		138	445		(232)	(216)	(448)	(3)	75
Recovery Of Overpayments	262	13		175	450	(251)			(251)	199	24
Getting It Right Project		(68)			(68)				0	(68)	(68)
Income & Post Room	352	35		84	471		(27)	(448)	(475)	(4)	360
NDR Billing and Collection	82	85		49	216		(326)		(326)	(110)	(159)
Policy & Development	336	6		149	491	(273)			(273)	218	69
Sub Total	2,844	563		1,427	4,834	(934)	(1,080)	(1,701)	(3,715)	1,119	1,393

SERVICE ACTIVITY	Departmental Expenditure		Indirect Expenditure		Gross Expenditure	Departmental Income		Support Service Income	Gross Income	Total Approved Budget	Net Departmental Controlled Budget
	Employee Costs	Running Costs	Capital Charges	Support Service Expenditure		Grants	Other Income				
	£000's	£000's	£000's	£000's		£000's	£000's				
<u>ICT</u>											
IT Services	251	3,621	379	313	4,564		(1,886)	(3,102)	(4,988)	(424)	1,986
Voice Network	82	273			355		(47)		(47)	308	308
Information Services	447	88			535		(21)		(21)	514	514
Business Systems	486	641		747	1,874	(137)	(42)	(1,272)	(1,451)	423	948
Procurement	142	2		23	167		(14)	(154)	(168)	(1)	130
Sub Total	1,408	4,625	379	1,083	7,495	(137)	(2,010)	(4,528)	(6,675)	820	3,886
<u>Audit and Risk Management</u>											
Audit	490	23		70	583		(96)	(493)	(589)	(6)	417
Risk Management & Insurance	83	16		2	101			(100)	(100)	1	99
Sub Total	573	39		72	684		(96)	(593)	(689)	(5)	516
<u>Human Resources</u>											
Employee Payments	373	76		509	958		(91)	(871)	(962)	(4)	358
Personnel & Equalities	2,522	513	2	764	3,801		(917)	(2,090)	(3,007)	794	2,118
Taxation	43	6		16	65		(20)	(45)	(65)	0	29
Sub Total	2,938	595	2	1,289	4,824		(1,028)	(3,006)	(4,034)	790	2,505
<u>Democratic Services</u>											
Central Services	57	112		59	228		(187)	(42)	(229)	(1)	(18)
Constitutional Services	224	43		80	347		(9)	(340)	(349)	(2)	258
Elections Administration	77	57		35	169		(15)		(15)	154	119
Land Charges	229	92		125	446		(454)		(454)	(8)	(133)
Management & Administration	523	204		83	810		(64)	(744)	(808)	2	663

SERVICE ACTIVITY	Departmental Expenditure		Indirect Expenditure		Gross Expenditure	Departmental Income		Support Service Income	Gross Income	Total Approved Budget	Net Departmental Controlled Budget
	Employee Costs	Running Costs	Capital Charges	Support Service Expenditure		Grants	Other Income				
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Member Services	148	90		101	339				0	339	238
Overview and Scrutiny	295	24		111	430				0	430	319
Register Office	315	58		201	574		(340)		(340)	234	33
Sub Total											
Democratic Services	1,868	680		795	3,343		(1,069)	(1,126)	(2,195)	1,148	1,479
<u>Corporate and Adult Services</u>											
Conduct Of Elections		95			95				0	95	95
Registration Of Electors	73	131		16	220		(3)		(3)	217	201
Derby Coroner		244			244				0	244	244
Mayoral Expenses	100	52		59	211		(14)		(14)	197	138
Members Allowances		934			934				0	934	934
Twinning	16	24		16	56		(1)		(1)	55	39
Sub Total	189	1,480		91	1,760		(18)		(18)	1,742	1,651
<u>Resources - Corporate Budgets</u>											
Bank Charges	17	79		6	102		(16)	(86)	(102)	0	80
Compensatory Added Years	386				386				0	386	386
Corp Bad Debt		257			257				0	257	257
Corporate Personnel Agency Saving	(20)				(20)				0	(20)	(20)
Council Insurance Policies	135	1,323		26	1,484		(240)	(1,244)	(1,484)	0	1,218
Environment Agency Levy		91			91				0	91	91
External Audit Fees		364			364		(52)	(312)	(364)	0	312

SERVICE ACTIVITY	Departmental Expenditure		Indirect Expenditure		Gross Expenditure	Departmental Income		Support Service Income	Gross Income	Total Approved Budget	Net Departmental Controlled Budget
	Employee Costs	Running Costs	Capital Charges	Support Service Expenditure		Grants	Other Income				
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Insurance Premium Contingency		277			277				0	277	277
Residual Reorganisation Costs	257	1			258				0	258	258
Schools DSG Grant Income					0	(1,615)			(1,615)	(1,615)	(1,615)
Support Services Balance		(65)			(65)				0	(65)	(65)
Transport Act 1985	37				37				0	37	37
HCI Initiative	(18)			14	(4)		(208)		(208)	(212)	(226)
Sub Total Resources – Corporate Budgets	794	2,327		46	3,167	(1,615)	(516)	(1,642)	(3,773)	(606)	990
<u>Resources Department Management</u>											
Resources Department Management	398	7		57	462		(89)	(377)	(466)	(4)	316
Sub Total	398	7		57	462		(89)	(377)	(466)	(4)	316
<u>Legal</u>	1,343	231		213	1,787		(412)	(1,389)	(1,801)	(14)	1,162
Sub Total	1,343	231		213	1,787		(412)	(1,389)	(1,801)	(14)	1,162
Consultation and Research	293	35		71	399		(17)	(385)	(402)	(3)	311
Corporate Communications	173	117		71	361		(55)	(308)	(363)	(2)	235

SERVICE ACTIVITY	Departmental Expenditure		Indirect Expenditure		Gross Expenditure	Departmental Income		Support Service Income	Gross Income	Total Approved Budget	Net Departmental Controlled Budget
	Employee Costs	Running Costs	Capital Charges	Support Service Expenditure		Grants	Other Income				
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
<u>Property Services</u>											
Accommodation	264	1,899	98	776	3,037		(202)	(2,986)	(3,188)	(151)	1,961
Architectural Services	466	25		207	698		(533)		(533)	165	(42)
Building Services	785	32		465	1,282		(283)		(283)	999	534
Bus Station	45	1		1	47		(28)		(28)	19	18
Estates	531	519	209	246	1,505		(1,077)	(497)	(1,574)	(69)	(27)
Markets	175	1,630	251	357	2,413		(3,001)		(3,001)	(588)	(1,196)
Property Maintenance	593	230		497	1,320		(144)		(144)	1,176	679
Property Services Administration	327	21		127	475		(6)	(414)	(420)	55	342
Quantity Surveying	199	10		102	311		(249)		(249)	62	(40)
Repair & Maintenance Fees					0			(1,567)	(1,567)	(1,567)	0
Repair & Maintenance Works		3,617	6		3,623			(3,620)	(3,620)	3	3,617
Sub Total	3,385	7,984	564	2,778	14,711		(5,523)	(9,084)	(14,607)	104	5,846
Grand Total	20,283	23,452	1,003	8,381	53,126	(2,686)	(14,033)	(25,868)	(42,587)	10,539	27,016