

Actual 2009/2010 £	<b>STAFFING AND CENTRAL OVERHEAD ACCOUNTS</b>	Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
	<b>SUMMARY OF EXPENDITURE RECHARGEABLE TO SERVICES OF ALL PORTFOLIOS</b>			
	<b>Portfolio Staffing Expenditure</b>			
4,446,724	Finance and Staffing	4,390,720	4,490,390	4,147,710
2,042,624	Environmental Services	2,072,930	1,958,990	2,104,020
3,081,024	Housing	2,816,990	2,917,090	2,796,210
2,460,524	Planning	2,287,110	2,325,410	2,189,820
1,824,407	New Communities	1,470,400	1,516,800	1,530,210
2,623,546	Policy and Performance	2,735,780	2,545,340	2,538,350
94,712	Northstowe	98,380	94,640	93,130
195,473	Leader	210,890	208,610	194,860
0	Unallocated reductions	(250,000)	0	(250,000)
<u>16,769,034</u>	Staffing Expenditure excluding overheads	<u>15,833,200</u>	<u>16,057,270</u>	<u>15,344,310</u>
	<b>Overhead Accounts</b>			
114,121	Waterbeach Depot	201,300	127,760	199,410
998,434	Cambourne Office	973,480	971,420	1,052,720
280,491	Central Expenses	304,720	300,050	352,450
352,641	Central Support Services - Other	365,720	374,490	389,820
<u>18,514,721</u>	Staffing Expenditure and Overheads	<u>17,678,420</u>	<u>17,830,990</u>	<u>17,338,710</u>
(511,934)	Less Recharges included above from : Staffing to Overheads	(508,650)	(523,360)	(525,700)
<b>18,002,787</b>	<b>Net rechargeable costs</b>	<b>17,169,770</b>	<b>17,307,630</b>	<b>16,813,010</b>
(18,002,787)	Recharges to all Portfolio Direct Services from : Staffing and Admin Buildings (inc.Depot)	(17,419,770)	(17,307,630)	(17,063,010)
0	Unallocated reductions to General Fund/HRA/Capital	(250,000)	0	(250,000)
0	Less unallocated reductions apportioned to: HRA/Capital	50,000	0	50,000
<u>0</u>	Net unallocated cost/(credit) to General Fund Summary	<u>(200,000)</u>	<u>0</u>	<u>(200,000)</u>

**Effect of excluding capital charges from net rechargeable costs:**

<b>Staffing</b>				
16,769,034	Staffing Expenditure excluding overheads	15,833,200	16,057,270	15,344,310
(283,620)	Less capital charges (ICT, Contact Centre, Dev Control)	(323,820)	(208,320)	(162,100)
<u>16,485,414</u>	Net staffing costs excluding capital charges	<u>15,509,380</u>	<u>15,848,950</u>	<u>15,182,210</u>
<b>Overhead Accounts</b>				
1,233,753	Overhead Expenditure excluding staffing recharges	1,336,570	1,250,360	1,468,700
(162,583)	Less capital charges (Admin Buildings))	(157,900)	(165,500)	(165,500)
<u>1,071,170</u>	Net overhead costs excluding capital charges	<u>1,178,670</u>	<u>1,084,860</u>	<u>1,303,200</u>
<b>Total</b>				
<b>18,002,787</b>	<b>Net rechargeable costs</b>	<b>17,169,770</b>	<b>17,307,630</b>	<b>16,813,010</b>
(446,203)	Less capital charges (no overall effect on General Fund)	(481,720)	(373,820)	(327,600)
<u>17,556,584</u>	Net rechargeable costs excluding capital charges	<u>16,688,050</u>	<u>16,933,810</u>	<u>16,485,410</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>SUMMARY OF ALL STAFFING COSTS (excluding Wardens and DLO/DSO staff)</b>				
<b>EXPENDITURE</b>				
<b>Employees</b>				
13,647,156	Salaries(excluding Wardens)	14,571,290	13,261,350	13,185,260
594,791	Other Employee Costs	113,110	310,330	121,850
4,264	Premises	6,150	2,380	2,440
<b>Transport Related Expenses</b>				
426,359	Car Allowances	383,360	420,900	362,630
<b>Supplies &amp; Services</b>				
102,374	Equipment, Furniture, Materials,Clothing etc.	112,450	85,160	86,510
<b>Printing, Stationery, General</b>				
106,424	Office Expenses,Books and Manuals etc.	110,140	110,260	112,760
79,873	Internal Audit Fees	77,200	79,220	82,000
0	Bank Charges	0	0	0
145,485	Legal, Professional and Consultancy	68,370	103,350	71,180
48,057	Data Capture	60,700	54,700	54,950
28,653	Other	36,620	30,120	36,530
<b>Communications and Computing</b>				
108,482	Postage	104,480	104,410	103,200
65,784	Telephones	62,780	59,240	61,020
377,341	Computers and Word Processors	403,680	457,970	406,260
380	Debit Cards	300	300	300
<b>Expenses</b>				
9,160	Staff Subsistence	10,940	9,950	9,380
82,810	Seminars and Courses	63,810	88,120	78,660
<b>Grants and Subscriptions</b>				
50,726	Subscription to Professional Bodies	23,580	47,080	24,100
<b>Capital Financing Costs</b>				
0	Direct Revenue Financing	0	0	0
289,442	Capital Charges	362,150	208,320	162,100
<b>Miscellaneous</b>				
27,340	Other	31,210	29,210	29,650
<b>Agency and Contracted Services</b>				
671,771	External Contractors	700,670	646,500	639,000
<b>Income</b>				
(5,822)	Deferred Government Grants	(38,330)	0	0
(13,515)	Government Grants	0	(7,000)	(3,000)
(78,301)	Other Income	(55,460)	(44,600)	(32,470)
0	Reduction to meet Savings Target	(1,126,000)	0	0
<u>16,769,034</u>	<b>ALLOCATED DIRECT EXPENDITURE SUMMARY</b>	<u>16,083,200</u>	<u>16,057,270</u>	<u>15,594,310</u>
0	Unallocated reduction for vacancies	(250,000)	0	(250,000)
0	Other unallocated reductions/expenditure	0	0	0
<u>16,769,034</u>	<b>TOTAL DIRECT EXPENDITURE SUMMARY</b>	<u>15,833,200</u>	<u>16,057,270</u>	<u>15,344,310</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>FINANCE AND STAFFING</b>				
<b>EXPENDITURE</b>				
Employees				
3,737,507	Salaries	4,117,620	3,903,030	3,731,690
19,572	Appointment of New Staff	12,580	45,210	7,500
248,847	Agency Staff	2,400	85,400	23,960
4,352	Training	6,390	7,030	0
925	Other	0	1,070	500
Premises				
970	Rent	980	510	260
0	Repairs & Maintenance	0	0	0
0	Other	0	240	0
Transport Related Expenses				
48,888	Car Allowances	49,820	45,410	33,640
Supplies and Services				
84,279	Equipment, Furniture and Materials	87,570	62,770	61,180
60	Clothing and Laundry	160	160	160
Printing, Stationery and General				
35,809	Office Expenses	43,460	40,920	41,280
33,772	Books and Manuals	33,310	33,170	33,390
79,873	Internal Audit Fees	77,200	79,220	82,000
3,625	Legal	6,000	6,500	6,000
0	Bank Charges	0	0	0
22,519	Professional and Consultancy	11,000	20,540	11,000
0	Delivery Fees	0	0	0
8,864	Other	8,000	7,500	7,500
Communications and Computing				
63,230	Postage	59,800	61,300	60,100
1,832	Telephones	1,910	2,280	2,410
0	Development of Orchard System	0	0	0
24,835	Purchase of Equipment and Software	9,820	47,020	7,630
0	Rental and Operational Leases	0	0	0
9,681	Repair and Maintenance	10,610	10,610	10,630
0	Materials	0	0	0
0	Stationery	0	0	0
292	Insurance	290	240	250
380	Debit Cards	300	300	300
Expenses				
1,900	Staff Subsistence	2,780	2,090	2,030
28,501	Seminars and Courses	21,130	25,910	21,740
Grants and Subscriptions				
16,679	Subscription to Professional Bodies	8,340	13,940	9,640
Miscellaneous				
(2,226)	Other	1,330	1,000	1,000
Capital Financing Costs				
0	Direct Revenue Financing	0	0	0
0	Capital Charges	0	0	0
Agency and Contracted Services				
0	External Contractors	0	0	0
Income				
0	Deferred Government Grants	0	0	0
(6,315)	Government Grants	0	(7,000)	(3,000)
(21,927)	Other	(5,080)	(5,980)	(5,080)
0	Reduction to meet Savings Target	(177,000)	0	0
<u>4,446,724</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>4,390,720</u>	<u>4,490,390</u>	<u>4,147,710</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>ENVIRONMENTAL SERVICES</b>				
EXPENDITURE				
Employees				
1,850,304	Salaries	1,887,460	1,767,550	1,885,280
0	Appointment of New Staff	12,500	2,500	12,800
825	Agency Staff	15,960	5,000	16,300
10,758	Training	4,280	2,000	0
22	Other	270	350	270
Transport Related Expenses				
112,345	Car Allowances	106,510	110,480	106,340
Supplies and Services				
5,034	Equipment, Furniture and Materials	9,580	5,500	9,820
511	Clothing and Laundry	1,850	1,100	1,850
Printing, Stationery and General				
6,519	Office Expenses	5,850	5,850	5,850
6,055	Books and Manuals	3,280	3,700	3,800
0	Legal	0	0	0
0	Professional and Consultancy	3,730	3,730	3,730
19,514	Other - Out of Hours Telephone Service	27,620	21,620	28,000
Communications and Computing				
5,695	Postage	5,650	7,500	7,500
4,474	Telephones	5,260	3,800	3,900
0	Purchase of Equipment and Software	1,200	1,200	1,200
0	Repairs & Maintenance	0	0	0
0	Stationery	0	0	0
800	Insurance	820	740	760
Expenses				
2,478	Staff Subsistence	3,300	4,000	3,500
12,889	Seminars and Courses	9,620	6,000	9,620
Grants and Subscriptions				
5,510	Subscription to Professional Bodies	2,820	6,000	2,900
Miscellaneous				
0	Other	600	600	600
Income				
(1,109)	Other	(230)	(230)	0
0	Reduction to meet Savings Target	(35,000)	0	0
<u>2,042,624</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>2,072,930</u>	<u>1,958,990</u>	<u>2,104,020</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>HOUSING</b>				
<b>EXPENDITURE</b>				
Employees				
2,678,817	Salaries	2,691,610	2,589,630	2,578,090
11,254	Appointment of New Staff	2,000	7,750	0
212,368	Agency Staff	15,000	123,770	45,000
12,685	Training	12,550	10,000	8,000
3,765	Other	0	1,190	650
Premises Related Expenses				
1,766	Garage Rents	3,120	130	130
0	Other	0	0	0
Transport Related Expenses				
117,130	Car Allowances	101,090	120,790	110,350
Supplies and Services				
4,229	Equipment, Furniture and Materials	3,560	5,020	3,920
116	Clothing and Laundry	500	420	420
Printing, Stationery and General				
9,678	Office Expenses	7,290	11,030	11,180
1,194	Books and Manuals	1,200	1,310	1,090
0	Legal	0	0	0
0	Bank Charges	0	0	0
12,346	Professional and Consultancy	9,200	11,100	7,700
0	Other	0	0	0
Communications and Computing				
20,558	Postage	19,450	18,570	18,490
5,199	Telephones	5,810	5,550	6,370
4,922	Purchase of Equipment and Software	5,070	9,350	3,950
0	Repairs and Maintenance	0	10	10
2,953	Rental & Operating Leases	3,000	1,370	1,430
2,045	Insurance	2,040	2,190	2,330
Expenses				
493	Staff Subsistence	1,020	720	860
23,861	Seminars and Courses	15,230	18,280	16,870
Grants and Subscriptions				
9,989	Subscription to Professional Bodies	6,870	11,390	6,380
Miscellaneous				
244	Other	180	370	380
Agency & Contracted Services				
0	External Contractors	0	0	0
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Deferred Government Grants	0	0	0
(7,200)	Government Grants	0	0	0
(47,388)	Other	(44,800)	(32,850)	(27,390)
0	Reduction to meet Savings Target	(44,000)	0	0
<u>3,081,024</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>2,816,990</u>	<u>2,917,090</u>	<u>2,796,210</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>PLANNING</b>				
<b>EXPENDITURE</b>				
Employees				
2,256,595	Salaries	2,429,060	2,125,920	2,025,170
1,201	Appointment of New Staff	0	0	0
0	Agency Staff	0	0	0
7,241	Training	4,690	0	0
1,170	Other	0	5,240	0
Premises				
98	Other	0	0	0
Transport Related Expenses				
97,891	Car Allowances	84,440	95,670	74,920
Supplies and Services				
4,387	Equipment, Furniture and Materials	4,620	4,530	4,620
65	Clothing and Laundry	30	20	30
Printing, Stationery and General				
4,377	Office Expenses	4,780	5,350	5,500
0	Legal	0	750	0
1,976	Books and Manuals	3,360	3,690	3,900
Services				
9,600	Professional and Consultancy	0	5,850	0
48,057	Data capture	60,700	54,700	54,950
0	Other	0	0	0
Communications and Computing				
11,235	Postage	12,040	9,360	9,440
1,519	Telephones	1,300	1,220	1,240
0	Purchase of Equipment and Software	0	0	0
0	Repair and Maintenance	0	0	0
558	Insurance	470	90	90
Expenses				
580	Staff Subsistence	1,440	930	790
3,087	Seminars and Courses	5,700	5,280	5,330
Grants and Subscriptions				
6,487	Subscription to Professional Bodies	2,060	4,390	1,590
Miscellaneous				
3,200	Other	2,000	2,000	2,040
Agency & Contracted Services				
675	External Contractors	0	0	0
Capital Financing Costs				
525	Capital Charges	420	420	210
Income				
0	Government Grants	0	0	0
0	Other	0	0	0
0	Reduction to meet Savings Target	(330,000)	0	0
<u>2,460,524</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>2,287,110</u>	<u>2,325,410</u>	<u>2,189,820</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>NEW COMMUNITIES</b>				
EXPENDITURE				
Employees				
1,687,699	Salaries	1,861,200	1,434,050	1,460,590
9,319	Appointment of New Staff	0	0	0
6,582	Agency Staff	0	0	0
1,327	Training	4,790	6,320	0
720	Other	0	0	0
Premises				
0	Repairs & Maintenance	0	0	0
49	Other	0	0	0
Transport Related Expenses				
37,297	Car Allowances	30,430	33,760	26,770
Supplies and Services				
3,043	Equipment, Furniture and Materials	1,280	960	1,160
0	Clothing & Laundry	100	100	100
3,209	Printing, Stationery and Office Exps	2,190	1,210	1,370
400	Books and Manuals	940	1,050	840
Services				
32,174	Professional & Consultancy	0	880	0
0	Microfilming	0	0	0
0	Other	0	0	0
Communications and Computing				
6,399	Postage	6,190	5,980	6,090
802	Telephones	1,060	770	480
444	Purchase of Equipment & Software	0	0	0
0	Development of Orchard	0	0	0
0	Repairs & Maintenance	0	0	0
0	Rental & Operational Leases	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
Expenses				
2,038	Staff Subsistence	1,480	1,190	1,130
8,193	Seminars & Courses	4,670	4,750	4,520
Grants and Subscriptions				
6,576	Subscription to Professional Bodies	1,470	6,230	1,680
Miscellaneous				
25,979	Other	26,950	25,090	25,480
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Deferred Government Grants	0	0	0
(7,843)	Other	(5,350)	(5,540)	0
0	Reduction to meet Savings Target	(467,000)	0	0
<u>1,824,407</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>1,470,400</u>	<u>1,516,800</u>	<u>1,530,210</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>POLICY AND PERFORMANCE (including ICT)</b>				
<b>EXPENDITURE</b>				
	Employees			
1,168,823	Salaries	1,283,630	1,156,770	1,225,130
8,842	Appointment of New Staff	4,750	0	4,750
1,937	Agency Staff	1,820	0	0
18,280	Training	13,010	0	0
70	Other	120	2,120	2,120
	Premises Related Expenses			
0	Garage Rents	0	0	0
1,365	Repairs & Maintenance	2,050	1,500	2,050
16	Other	0	0	0
	Transport Related Expenses			
7,205	Car Allowances	7,860	7,220	7,380
	Supplies and Services			
145	Equipment, Furniture and Materials	2,240	3,520	2,270
505	Clothing and Laundry	650	650	670
	Printing, Stationery and General			
2,587	Office Expenses	3,270	1,670	3,350
260	Books and Manuals	400	500	400
65,221	Professional and Consultancy	38,440	54,000	42,750
275	Other	1,000	1,000	1,030
	Communications and Computing			
381	Postage	390	550	550
51,690	Telephones	47,260	45,300	46,400
53,484	Purchase of Equipment & Software	52,600	56,170	44,590
17,690	Development of Orchard	18,090	18,090	18,790
254,790	Repair and Maintenance	294,730	306,000	309,500
0	Rental and Operational Leases	0	0	0
0	Materials	0	0	0
0	Stationery	0	0	0
4,847	Insurance	4,940	4,890	5,100
	Expenses			
1,567	Staff Subsistence	760	760	760
4,134	Seminars and Courses	4,840	25,630	17,960
	Grants and Subscriptions			
5,275	Subscription to Professional Bodies	1,860	4,600	1,910
	Miscellaneous			
0	Other	0	0	0
	Capital Financing Costs			
288,917	Capital Charges	361,730	207,900	161,890
	Agency and Contracted Services			
671,096	External Contractors	700,670	646,500	639,000
	Income			
(5,822)	Deferred Government Grants	(38,330)	0	0
(34)	Other	0	0	0
0	Reduction to meet Savings Target	(73,000)	0	0
<u>2,623,546</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>2,735,780</u>	<u>2,545,340</u>	<u>2,538,350</u>



Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>NORTHSTOWE</b>				
EXPENDITURE				
Employees				
91,441	Salaries	94,430	85,250	89,200
0	Appointment of New Staff	0	5,230	0
0	Agency Staff	0	0	0
0	Training	0	0	0
0	Other	0	0	0
Premises Related Expenses				
0	Garage Rents	0	0	0
0	Repairs & Maintenance	0	0	0
0	Other	0	0	0
Transport Related Expenses				
72	Car Allowances	230	450	450
Supplies and Services				
0	Equipment, Furniture and Materials	210	310	210
0	Clothing and Laundry	0	0	0
Printing, Stationery and General				
0	Office Expenses	60	60	60
525	Books and Manuals	510	510	510
0	Professional and Consultancy	0	0	0
0	Other	0	0	0
Communications and Computing				
665	Postage	650	500	380
81	Telephones	80	220	120
0	Purchase of Equipment & Software	0	0	0
0	Development of Orchard	0	0	0
0	Repair and Maintenance	0	0	0
0	Rental and Operational Leases	0	0	0
0	Materials	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
Expenses				
55	Staff Subsistence	0	150	150
1,520	Seminars and Courses	1,900	1,650	1,900
Grants and Subscriptions				
210	Subscription to Professional Bodies	160	160	0
Miscellaneous				
143	Other	150	150	150
Capital Financing Costs				
0	Capital Charges	0	0	0
Agency and Contracted Services				
0	External Contractors	0	0	0
Income				
0	Deferred Government Grants	0	0	0
0	Other	0	0	0
0	Reduction to meet Savings Target	0	0	0
<u>94,712</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>98,380</u>	<u>94,640</u>	<u>93,130</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>PORTFOLIO STAFFING COSTS</b>				
<b>LEADER</b>				
<b>EXPENDITURE</b>				
Employees				
175,970	Salaries	206,280	199,150	190,110
0	Appointment of New Staff	0	0	0
12,440	Agency Staff	0	0	0
0	Training	0	0	0
289	Other	0	150	0
Premises				
0	Rent	0	0	0
0	Repairs & Maintenance	0	0	0
0	Other	0	0	0
Transport Related Expenses				
5,531	Car Allowances	2,980	7,120	2,780
Supplies and Services				
0	Equipment, Furniture and Materials	100	100	100
0	Clothing and Laundry	0	0	0
63	Printing, Stationery and General Office Expenses	220	220	220
0	Books and Manuals	20	20	20
0	Professional and Consultancy	0	0	0
Communications and Computing				
319	Postage	310	650	650
187	Telephones	100	100	100
0	Purchase of Equipment & Software	0	0	0
0	Development of Orchard System	0	0	0
0	Repair and Maintenance	0	0	0
0	Rental and Operational Leases	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
Expenses				
49	Staff Subsistence	160	110	160
625	Seminars and Courses	720	620	720
Grants and Subscriptions				
0	Subscription to Professional Bodies	0	370	0
Miscellaneous				
0	Other	0	0	0
Agency and Contracted Services				
0	External Contractors	0	0	0
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Deferred Government Grants	0	0	0
0	Other	0	0	0
0	Reduction to meet Savings Target	0	0	0
<u>195,473</u>	<b>DIRECT EXPENDITURE SUMMARY</b>	<u>210,890</u>	<u>208,610</u>	<u>194,860</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>WATERBEACH DEPOT</b>				
EXPENDITURE				
	Premises Related Expenses			
0	Depot Relocation	67,000	0	67,000
1,644	Repair and Maintenance	3,100	3,100	3,100
15,156	Rates	14,380	14,350	14,710
16,650	Water and Sewerage Services	18,150	16,600	17,010
35,001	Rent	35,000	35,000	35,000
1,754	Fire protection/security	2,320	1,800	1,850
9,894	Cleaning and Domestic Supplies	10,410	12,150	12,440
5,096	Catering Provisions	5,470	5,470	5,610
557	Premises Insurance	890	640	680
392	Engineering Insurance	0	430	460
	Supplies and Services			
40	Equipment	1,870	0	1,870
15,479	Communications and IT	24,680	20,860	21,380
875	Miscellaneous insurance	980	420	430
143	Miscellaneous other	630	0	630
	Central, Departmental and Support Services			
701	Corporate Services	640	710	720
10,739	Health and Environmental Services	15,780	16,230	16,520
0	Capital Charges	0	0	0
<u>114,121</u>	<b>NET EXPENDITURE to be recharged</b>	<u>201,300</u>	<u>127,760</u>	<u>199,410</u>
<b>CAMBOURNE OFFICE</b>				
EXPENDITURE				
	Premises Related Expenses			
59,470	Repair and Maintenance	48,530	108,530	111,250
3,415	Grounds Maintenance	5,750	3,390	3,500
78,922	Energy Costs	93,300	77,230	68,500
	Rent & Rates			
316,220	Business Rates	297,660	270,800	367,220
7,473	Car Park Lease	0	0	0
19,202	Business Park service charge	20,200	19,270	20,200
3,470	Water Services	5,130	4,090	4,800
1,907	Fixtures and Fittings	1,190	1,190	1,000
5,343	Purchase of Security Systems	7,510	8,600	10,000
71,828	Cleaning and Domestic Supplies	75,680	67,500	68,000
10,168	Premises Insurance	11,450	11,490	12,140
777	Engineering Insurance	0	820	870
	Supplies and Services			
5,782	Equipment, Furniture & Fittings	5,720	8,850	6,350
	Communications and Computing			
46,071	Telephones	52,000	35,230	38,450
0	New Equipment	1,000	0	0
12,798	Maintenance	12,300	12,320	12,650
2,948	Miscellaneous Expenses	3,050	0	0
9,684	Miscellaneous Insurance	9,880	6,540	6,740
	Central, Departmental and Support Services			
11,429	Corporate Services	11,360	12,670	13,280
1,689	Health and Environmental Services	870	470	810
0	Planning	0	1,680	0
0	New Communities	0	3,160	3,190
167,430	Affordable Homes	153,000	152,090	138,270
	Capital Financing Costs			
162,583	Capital Charges	157,900	165,500	165,500
<u>998,609</u>	<b>TOTAL EXPENDITURE</b>	<u>973,480</u>	<u>971,420</u>	<u>1,052,720</u>
	INCOME			
(175)	Other Recoverable Costs	0	0	0
<u>998,434</u>	<b>NET EXPENDITURE to be recharged</b>	<u>973,480</u>	<u>971,420</u>	<u>1,052,720</u>

Actual 2009/2010 £		Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
<b>CENTRAL EXPENSES</b>				
EXPENDITURE				
Employees				
19,915	Personal Training Scheme/Investors in People	32,130	32,130	86,970
8,923	ICT Training	9,120	9,120	9,120
9,948	Employee Assistance Programme	16,280	16,280	16,280
18,984	Management Development	22,000	22,000	22,000
0	Bright Ideas Scheme	500	500	500
0	Equality Issues (moved to Community Services)	0	0	0
585	Compensation for Loss of Office	580	580	580
11,600	East of England Local Government Association	11,900	8,700	8,920
0	Employers Organisation/IDEA	0	0	0
115,598	Employee Related Insurance	114,940	109,170	110,160
Supplies and Services				
5,973	Security Services	0	6,080	0
14,581	Health and Safety at Work Legislation	21,650	21,330	21,650
356	Other	3,350	3,350	3,350
Central, Departmental and Support Services				
0	Chief Officers	0	0	0
28,491	Corporate Services	22,520	19,860	18,310
0	Community & Customer Services	0	2,160	2,270
0	Planning	0	0	0
0	New Communities	0	0	0
45,990	Health and Environmental Services	50,070	49,110	52,510
<u>280,944</u>	<b>TOTAL EXPENDITURE</b>	<u>305,040</u>	<u>300,370</u>	<u>352,620</u>
0	Other Recoverable Income	0	0	
(453)	Interest - Car Loans	(320)	(320)	(170)
<u>280,491</u>	<b>NET EXPENDITURE to be recharged to Departments</b>	<u>304,720</u>	<u>300,050</u>	<u>352,450</u>

<b>CENTRAL SUPPORT SERVICES</b>				
EXPENDITURE				
Employees				
25,163	Catering Staff	26,850	26,850	27,550
Supplies and Services				
45,698	Equipment and Materials	45,910	45,910	45,910
50	Clothing, Uniforms and Laundry	0	0	0
28,466	Printing, Stationery & General Office Expenses	29,500	29,500	29,500
Communications and Computing				
4,839	Postage	7,150	7,150	7,150
Miscellaneous				
2,960	Insurance	3,030	990	1,020
Central, Departmental and Support Services				
3,867	Chief Officers	4,300	4,140	2,260
108,490	Community and Customer Services	112,000	104,350	107,660
72,524	Corporate Services	85,500	92,890	93,330
12,864	Planning	6,050	13,930	10,810
36,526	Affordable Homes	35,050	38,500	53,220
11,194	Health and Environmental Services	11,510	11,410	12,540
0	Income	(1,130)	(1,130)	(1,130)
<u>352,641</u>	<b>NET EXPENDITURE to be recharged to Departments</b>	<u>365,720</u>	<u>374,490</u>	<u>389,820</u>

Actual 2009/2010 £	<b>SUMMARY OF RECHARGES TO SERVICES</b>	Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
	Portfolios - General Fund			
4,360,977	Finance and Staffing	4,571,370	4,391,220	4,225,780
2,336,986	Environmental Services	2,389,610	2,265,050	2,509,840
1,543,055	Housing - General Fund	1,425,810	1,435,710	1,433,840
3,501,200	Planning	3,239,520	3,294,740	3,044,640
2,264,886	New Communities	1,923,680	1,988,170	2,058,080
233,777	Policy and Performance	253,950	279,770	292,450
148,845	Northstowe	151,290	158,640	155,810
312,149	Leader	317,110	313,640	297,840
<u>14,701,875</u>	Total Recharges to Portfolios (General Fund)	<u>14,272,340</u>	<u>14,126,940</u>	<u>14,018,280</u>
3,051,015	Housing Revenue Account/Housing Futures	3,042,260	3,061,140	2,959,950
249,897	Capital	105,170	119,550	84,780
<u>18,002,787</u>	Total Recharges to Services	<u>17,419,770</u>	<u>17,307,630</u>	<u>17,063,010</u>
	<b>UNALLOCATED COSTS</b> <b>(rechargeable costs not allocated to services at this stage)</b>			
	Unspecified unallocated costs			
0	Reduction for vacancies	(250,000)	0	(250,000)
0	Other unallocated reductions/expenditure	0	0	0
<u>0</u>		<u>(250,000)</u>	<u>0</u>	<u>(250,000)</u>
	Analysis of Unallocated costs			
0	General Fund	(200,000)	0	(200,000)
0	Housing Revenue Account/Capital	(50,000)	0	(50,000)
<u>0</u>		<u>(250,000)</u>	<u>0</u>	<u>(250,000)</u>
	<b>TOTAL NET RECHARGEABLE COSTS</b>			
18,002,787	Total Recharges to Services	17,419,770	17,307,630	17,063,010
0	Unallocated costs	(250,000)	0	(250,000)
<u>18,002,787</u>	Total Net Rechargeable Costs	<u>17,169,770</u>	<u>17,307,630</u>	<u>16,813,010</u>

Actual 2009/2010 £	<b>DETAILED RECHARGES TO SERVICES</b>	Estimate 2010/2011 £	Revised 2010/2011 £	Estimate 2011/2012 £
1,238,743	<b>Finance and Staffing Portfolio</b>			
886,090	Council Tax and Housing Benefit	1,210,640	1,130,760	1,138,660
232,445	Corporate Management	1,003,140	983,060	875,920
31,236	Land Charges	273,500	243,900	238,080
225,361	Treasury Management	29,970	35,470	35,910
840,065	Cost of NNDR Collection	263,540	233,330	236,700
63,787	Cost of Council Tax Collection	873,950	818,820	790,500
86,308	Elections	66,490	67,650	60,880
756,942	Register of Electors	94,890	102,430	88,990
	Democratic Representation (inc.Admin.Buildings)	755,250	775,800	760,140
	<b>Environmental Services Portfolio</b>			
64,818	Awarded Water Courses	66,320	63,030	68,110
472,094	Environmental Health General	447,600	420,020	453,560
2,523	Footway Lighting	2,580	2,800	2,690
210,545	Food Safety	218,720	220,380	223,810
91,700	Pest Control	99,770	87,710	100,100
289,168	Waste Management, Street Cleansing, etc	300,470	293,310	314,640
279,061	Refuse Collection Service	304,750	286,630	385,940
168,180	Street Cleansing Service	181,020	160,730	190,480
302,471	Environmental Protection	309,340	306,330	312,910
45,398	Emergency Planning	34,550	30,310	37,370
32,262	Action on Dogs	33,360	21,970	26,450
153,169	Licences Act 2003 and Gambling Act 2005	157,290	145,750	153,390
99,328	Taxi Licensing	104,130	100,640	104,590
64,810	Miscellaneous Environmental Health Services	67,230	64,030	67,720
61,459	Illegal Encampments	62,480	61,410	68,080
	<b>Housing Portfolio</b>			
	<b>Housing General Fund</b>			
140,490	Housing Associations	72,240	69,820	65,910
185,997	Homelessness	182,700	178,980	187,890
216,697	Housing Advisory Service	175,890	217,740	194,850
145,605	General Fund Housing Strategy (inc.Needs Survey)	138,410	86,690	105,970
141,094	Floating Support	143,950	138,990	137,070
162,859	Choice Based Letting	160,420	177,990	182,040
116,856	Equality and Diversity	90,660	90,040	95,020
67,620	Travellers Caravan Sites	69,090	80,390	87,570
45,663	Improvement Grants	45,420	52,390	54,250
212,030	Home Improvement Agency	223,380	213,670	216,060
108,144	Other General Fund Housing Services	123,650	129,010	107,210
	<b>Housing Revenue Account/Housing Futures</b>			
809,910	Repairs and Maintenance	947,590	864,500	751,080
1,175,956	Administrative Expenses	1,158,070	1,260,960	1,269,620
512,936	Specialised Support Services	533,010	531,680	550,000
411,297	Direct Labour Organisation	403,590	404,000	389,250
140,916	Housing Futures (partly General Fund)	0	0	0
	<b>Planning Services Portfolio</b>			
2,581,742	Development Control	2,342,530	2,348,860	2,192,480
511,925	Building Control Service	533,490	522,720	460,480
41,202	Economic Development	34,990	48,160	56,820
27,861	Concessionary Fares	28,830	24,100	0
190,787	Conservation	166,550	198,600	188,520
133,362	Travellers Issues (All Sites)	120,650	135,960	132,860
14,321	Other Planning Portfolio Services	12,480	16,340	13,480
	<b>New Communities Portfolio</b>			
148,188	Community Development	93,800	74,880	77,590
64,807	Sports Development	41,280	62,240	65,250
65,342	Arts	41,670	49,740	54,390
95,484	Sustainability	87,810	77,930	75,810
1,346,170	Growth Agenda/New Communities	1,176,730	1,178,180	1,239,580
544,895	Planning Policy	482,390	545,200	545,460
	<b>Policy and Performance</b>			
183,300	Policy & Performance	203,260	214,910	223,550
50,477	Street Naming and Numbering	50,690	64,860	68,900
	<b>Northstowe Portfolio</b>			
148,845	Communications	151,290	158,640	155,810
	<b>Leader's Portfolio</b>			
162,009	Community Safety (inc. Crime and Disorder P'ship)	162,610	154,080	145,490
13,348	Voluntary Sector Grants	13,140	20,860	21,740
136,792	Community Strategy	141,360	138,700	130,610
249,897	<b>Capital</b>	105,170	119,550	84,780
<b>18,002,787</b>	<b>TOTAL RECHARGES TO SERVICES</b>	<b>17,419,770</b>	<b>17,307,630</b>	<b>17,063,010</b>

## Cost Centre Managers for Portfolio Staffing Costs and Central Accounts

### Cost Centre Manager

#### Finance and Staffing Portfolio Staffing Costs

<b>Chief Officers and Housing Futures</b>		
T10	Chief Executive and PA	J Hunter
T26	Executive Director (Corporate Services)	A Colyer
T30	Executive Director (Operational Services)	S Hampson
<b>Community and Customer Services</b>		
T06	Community and Customer Services Corporate Manager	P Howes
T93	Electoral Registration	P Howes
<b>Corporate Services</b>		
T04	Democratic Services	F McMillan
T11	Accountancy	R A Burns
T12	Human Resources and Payroll	S Gardner-Craig
T13	Cashiers and Debtors	P Bird
T14	Internal Audit	A Colyer
T15	Council Tax and Non Domestic Rates	P Bird
T17	Benefits	D Graham
T19	Finance Project Team	J Garnham
T20	Printing	S Rayment
T91	Legal	F McMillan
T92	Land Charges	F McMillan
<b>Affordable Homes</b>		
T31	Facilities Management	G Middleton

#### Environmental Services Portfolio Staffing Costs

<b>Health and Environmental Services</b>		
T03	Environmental Health	P Quigley

#### Housing Portfolio Staffing Costs

<b>Chief Officers and Housing Futures</b>		
T41	Housing Futures	n/a
<b>Corporate Services</b>		
T16	Rent Collecting and Accounting (HRA)	P Bird
<b>Affordable Homes</b>		
<b>General Fund</b>		
T32	Regional Homelink Service	S Carter/H Wood
T34	Affordable Housing	S Newstead
T36	Management of Travellers Sites	A Goddard
T43	Housing Strategic Services	S Newstead
T47	Housing Aid/Homelessness	S Carter/H Wood
T49	Home Improvement Agency	M.Nudds
<b>HRA</b>		
T42	Sheltered Housing	T Cassidy
T51	DLO	A Clarke
T52	Housing Management Services	A Goddard
T53	Affordable Homes Corporate Manager	S Hills
T54	Property Services	A Goddard

**Cost Centre  
Manager**

**Planning Portfolio Staffing Costs**

<b>Planning Services</b>		
T70	Planning	G Jones
T72	Development Control	N Blazeby
T76	Conservation	D Bevan
T77	Administration/Registration	C Morton
T78	Land Charges (Planning)	G Jones
T79	Building Control	A Beyer

**New Communities Portfolio Staffing Costs**

<b>Chief Officers and Housing Futures</b>		
T80	Joint Planning Director (Growth Areas)	P Studdert
<b>New Communities</b>		
T57	Community Infrastructure Services	R Hales
T58	New Communities Corporate Manager	J Mills
T81	Major Developments	J Green
T82	Joint Urban Design	I Howes
T97	Corporate Growth Areas	R Hales
<b>Planning Services</b>		
T73	Planning Policy	K Miles

**Policy and Performance Portfolio Staffing Costs**

<b>Corporate Services</b>		
T25	Information and Communications Technology	S Rayment
T75	Street Naming and Numbering	S Rayment
<b>Community and Customer Services</b>		
T07	Cambourne Reception	R May
T24	Contact Centre	R May
T96	Policy and Performance	R May

**Northstowe Portfolio Staffing Costs**

<b>Community and Customer Services</b>		
T94	Communications	E Lowther

**Leader's Portfolio Staffing Costs**

<b>Community and Customer Services</b>		
T39	Partnerships/Community Safety	G Barron
T55	Partnership Officers	G Barron

**Central Accounts (Finance and Staffing Portfolio)**

Cambourne Offices	G Middleton
Waterbeach Offices	S Harwood-Clark
Central Expenses	
Training, Employee Assistance and Bright Ideas	S Gardner-Craig
Health and Safety	L Green
Security Services	P Bird
Remainder	R A Burns
Central Support Services	
Printing, Stationery, etc	S Rayment
Photocopiers	S Rayment
Catering	G Middleton
Insurance	R A Burns
Postages	P Bird



**REVISED ESTIMATE 2010/2011 - COST CENTRE SUMMARY**

	Chief Officers & Housing Services £	Community & Customer Services £	Corporate Services £	New Communities £	Planning Services £	Affordable Homes £	Health & Environmental Services £	SUB TOTAL £	S.Cambs Hall to Dem Rep £	Other Unallocated Reductions £	TOTAL £
<b>EXPENDITURE</b>											
Directly incurred by Departments	711,450	1,460,080	5,203,130	1,121,420	2,696,030	2,906,170	1,958,990	16,057,270	0	0	16,057,270
Overheads as set out on pages B11 to B12											
Waterbeach Depot	0	0	0	0	0	29,380	98,380	127,760	0	0	127,760
Cambourne Offices	21,800	52,550	296,090	52,550	170,470	156,380	96,130	845,970	125,450	0	971,420
Central Expenses	5,730	17,260	97,510	19,570	57,410	62,740	39,830	300,050	0	0	300,050
Central Support	7,510	22,630	127,830	25,660	75,260	73,400	42,200	374,490	0	0	374,490
Intercharging between Departments for the activities specified below	(13,490)	(104,470)	(1,311,130)	141,130	411,300	552,030	324,630	0	0	0	0
<b>TOTAL EXPENDITURE</b>	<b>733,000</b>	<b>1,448,050</b>	<b>4,413,430</b>	<b>1,360,330</b>	<b>3,410,470</b>	<b>3,780,100</b>	<b>2,560,160</b>	<b>17,705,540</b>	<b>125,450</b>	<b>0</b>	<b>17,830,990</b>
<b>INCOME</b>											
Recharges to:											
Waterbeach Depot	0	0	(710)	0	0	0	(16,230)	(16,940)	0	0	(16,940)
Cambourne Offices	0	0	(12,670)	(3,160)	(1,680)	(152,090)	(470)	(170,070)	0	0	(170,070)
Central Expenses	0	(2,160)	(19,860)	0	0	0	(49,110)	(71,130)	0	0	(71,130)
Central Support	(4,140)	(104,350)	(92,890)	0	(13,930)	(38,500)	(11,410)	(265,220)	0	0	(265,220)
<b>TOTAL INCOME</b>	<b>(4,140)</b>	<b>(106,510)</b>	<b>(126,130)</b>	<b>(3,160)</b>	<b>(15,610)</b>	<b>(190,590)</b>	<b>(77,220)</b>	<b>(523,360)</b>	<b>0</b>	<b>0</b>	<b>(523,360)</b>
<b>UNALLOCATED COSTS: General Fund</b>	0	0	0	0	0	0	0	0	0	0	0
<b>HRA/Capital</b>	0	0	0	0	0	0	0	0	0	0	0
<b>NET RECHARGES TO SERVICES</b>	<b>728,860</b>	<b>1,341,540</b>	<b>4,287,300</b>	<b>1,357,170</b>	<b>3,394,860</b>	<b>3,589,510</b>	<b>2,482,940</b>	<b>17,182,180</b>	<b>125,450</b>	<b>0</b>	<b>17,307,630</b>

\*Central services intercharged between corporate areas are salaries and travelling administration, cash receipting, debtors, creditors, insurance, human resources, information and communication technology and general accounting services.

**ORIGINAL ESTIMATE 2011/2012 - COST CENTRE SUMMARY**

	Chief Officers & Housing Services £	Community & Customer Services £	Corporate Services £	New Communities £	Planning Services £	Affordable Homes £	Health & Environmental Services £	SUB TOTAL £	S.Cambs Hall to Dem Rep £	Other Unallocated Reductions £	TOTAL £
<b>EXPENDITURE</b>											
Directly incurred by Departments	520,270	1,453,390	5,056,600	1,127,220	2,565,720	2,767,090	2,104,020	15,594,310	0	(250,000)	15,344,310
Overheads as set out on pages B11 to B12											
Waterbeach Depot	0	0	0	0	0	21,930	177,480	199,410	0	0	199,410
Cambourne Offices	21,270	55,000	320,130	60,640	164,970	189,000	105,760	916,770	135,950	0	1,052,720
Central Expenses	5,680	19,690	115,140	23,010	64,780	75,400	48,750	352,450	0	0	352,450
Central Support	6,600	22,890	133,850	26,750	75,300	78,320	46,110	389,820	0	0	389,820
Intercharging between Departments for the activities specified below	(19,210)	(111,240)	(1,271,210)	137,870	382,040	554,790	326,960	0	0	0	0
<b>TOTAL EXPENDITURE</b>	<b>534,610</b>	<b>1,439,730</b>	<b>4,354,510</b>	<b>1,375,490</b>	<b>3,252,810</b>	<b>3,686,530</b>	<b>2,809,080</b>	<b>17,452,760</b>	<b>135,950</b>	<b>(250,000)</b>	<b>17,338,710</b>
<b>INCOME</b>											
Recharges to:											
Waterbeach Depot	0	0	(720)	0	0	0	(16,520)	(17,240)	0	0	(17,240)
Cambourne Offices	0	0	(13,280)	(3,190)	0	(138,270)	(810)	(155,550)	0	0	(155,550)
Central Expenses	0	(2,270)	(18,310)	0	0	0	(52,510)	(73,090)	0	0	(73,090)
Central Support	(2,260)	(107,660)	(93,330)	0	(10,810)	(53,220)	(12,540)	(279,820)	0	0	(279,820)
<b>TOTAL INCOME</b>	<b>(2,260)</b>	<b>(109,930)</b>	<b>(125,640)</b>	<b>(3,190)</b>	<b>(10,810)</b>	<b>(191,490)</b>	<b>(82,380)</b>	<b>(525,700)</b>	<b>0</b>	<b>0</b>	<b>(525,700)</b>
<b>UNALLOCATED COSTS: General Fund</b>	0	0	0	0	0	0	0	0	0	200,000	200,000
<b>HRA/Capital</b>	0	0	0	0	0	0	0	0	0	50,000	50,000
<b>NET RECHARGES TO SERVICES</b>	<b>532,350</b>	<b>1,329,800</b>	<b>4,228,870</b>	<b>1,372,300</b>	<b>3,242,000</b>	<b>3,495,040</b>	<b>2,726,700</b>	<b>16,927,060</b>	<b>135,950</b>	<b>0</b>	<b>17,063,010</b>

\*Central services intercharged between corporate areas are salaries and travelling administration, cash receipting, debtors, creditors, insurance, human resources, information and communication technology and general accounting services.