

**Head of Transformation, HR and Corporate Services
Estimates 2022/23**

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Estimates 2022/23
Summary

	2020-21	2021-22		2022-23		
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure
	£000's	£000's	£000's	£000's	£000's	£000's
Communications & Sustainable Communities	1,561	1,823	1,839	2,458	(334)	2,124
Corporate Programme	232	593	274	393	-	393
Democratic Representation	852	938	887	1,010	-	1,010
Emergency Planning	24	22	18	20	-	20
Directorate Total	2,668	3,376	3,019	3,880	(334)	3,546
Facilities Management	1,842	1,734	2,010	2,525	(110)	2,415
HR & Corporate Support Services	2,709	2,757	1,197	1,177	(0)	1,177
Transformation Support Services	3,919	5,638	5,101	5,928	-	5,928
Internally Recharged	(8,470)	(10,129)	(8,309)	(9,631)	110	(9,521)
Total Expenditure to General Fund	2,668	3,376	3,019	3,880	(334)	3,546
Continuing Services Budget	2,430	2,180	2,826			3,006
Funded from Earmarked Reserves	238	1,196	193			540
Total	2,668	3,376	3,019	-	-	3,546
Total Expenditure to General Fund	2,668	3,376	3,019	3,880	(334)	3,546

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Estimates 2022/23
Communications and Sustainable Communities

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Building Safer Communities	3	-	4	-	-	-	This unbudgeted spend for 21/22 is funded from existing reserves. There is no set budget as spend is based on an ad-hoc basis and funded from reserves
Communications	449	425	504	491	(27)	464	The Communications department deal with all types of media interaction with residents across the district. This includes all social media and written publications. The decrease in budget against 21/22 outturn is due to the removal of 2 posts which are currently funded from COVID and will not be required next year. The increase in budget is due to the pension deficit (£29k) and salary costs due to changes in NI contributions.
Community Chest	80	111	97	129	-	129	This is a central pot which local communities can request funding for small projects. To ensure they receive funding there is a criteria that needs to be met. The increase in budget is due to the movement of funds from Planning for wildlife Enhancement projects.
Community Safety	83	78	70	75	-	75	The Community Safety budget covers funding for the Strategic Assessment and ad hoc community safety projects. A reduction in Overhead recharges and staff budgeted at a lower SCP have resulted in this budget being lower
Crime & Disorder Partnership	(7)	-	17	-	-	-	This unbudgeted spend for 21/22 is funded from existing reserves. There is no set budget as spend is based on an ad-hoc basis and funded from reserves
Healthy Living & Wellbeing	228	139	108	194	(40)	153	The Healthy Living and Wellbeing budget looks at healthy living projects across the district. These include Wild Minds and Active and Healthy for Life. We currently receive funding for a co-ordinator to bring these initiatives together. The increase in budget is due to increased contribution to the pension deficit.
Healthy New Towns	92	79	87	126	(30)	96	The Northstowe Healthy New Town partnership is to support healthy living initiatives at Northstowe and research projects to identify best practice. Partner contributions, held by the council are to be spent on projects approved by HNT partnership.

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Communications and Sustainable Communities

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Localism & Development Projects	309	577	558	853	(78)	775	The Localism budget is the main budget within Sustainable Communities which covers legal advice, patch budgets for Development officers and membership fees. The increase in budget is due to £65,000 BID (funded from reserves) for a project to look at culture. The contribution to the pension deficit (£63k), increases in staff cost (£61k) and an increase in overhead recharges (£16k) are also driving this variance.
Mobile Warden Scheme	126	222	227	230	-	230	This covers grants for the mobile warden schemes across the district.
Museum Grants	9	9	9	9	-	9	Grant funding to Denny Abbey. There is no change to the budget
Northstowe Community Wing	-	-	(0)	13	(13)	-	The Northstowe Community Wing bookings are managed by the council, with facilities management provided by Cambridgeshire County Council (CCC). The income received is passed back to CCC once all expenditure has been paid. This budget should always equal nil.
Transport Initiatives	15	42	12	193	(147)	46	The Transport Initiatives looks at community transport services across the district and currently is looking into whether a Community Transport service could be viable.
Travel for Work	25	-	-	-	-	-	The actual for 20/21 was a grant payment to Milton Country Park to help them during the early stages of Lockdown due to COVID restrictions
Voluntary Sector Grants	150	140	147	146	-	146	Service Support Grants for Care Network, Royston and District Community Transport, Cambridge Council for Voluntary Service , Arts and Minds and Homestart. A small increase in budget due to an increase in grants
Grand Total	1,561	1,823	1,839	2,458	(334)	2,124	

Head of Transformation, HR and Corporate Services
Estimates 2022/23
Corporate Programme

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Equality & Diversity	20	0	27	37	-	37	Ensuring the council meets its statutory obligations under the Equality Act 2010 and promoting equality, diversity and inclusion. Historically these costs were absorbed within other cost centres. The increase in budget is recognition of the work required to ensure SCDC continue to meet its obligations and overhead recharges. This budget has moved from Policy and Performance to ensure proper recognition of the costs in the correct cost centres
Policy And Performance	212	593	247	356	-	356	Collecting, reporting and publishing performance information relating to the Business Plan, key performance indicators and project benefit delivery. The reduction in budget is due to the allocation of Transformation overheads, which reflect the work that is being undertaken
Grand Total	232	593	274	393	-	393	

**Head of Transformation, HR and Corporate Services
Estimates 2022/23
Democratic Representation**

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Democratic Services	852	938	887	1,010	-	1,010	Democratic Services provide a service to members and officers of the Council ensuring the democratic decision-making process remains within statutory guidelines. The decreased 21/22 probable outturn is due to members travel & subsistence costs being lower than anticipated as a result of the ongoing pandemic and a vacant Scrutiny Development Officer post removed in 22/23. The increase in 22/23 budget is a result of a new role created to support Members and Democratic services with ICT queries due to members now working remotely and running hybrid meetings at a higher cost than the post removed and increased recharge costs.
Grand Total	852	938	887	1,010	-	1,010	

Head of Transformation, HR and Corporate Services
Estimates 2022/23
Emergency Planning

	2020-21	2021-22		2022-23		
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure
	£000's	£000's	£000's	£000's	£000's	£000's
Emergency Planning	24	22	18	20	-	20
Grand Total	24	22	18	20	-	20

This budget contains the cost of Health, Safety & Emergency Planning service provisions recharged from Cambridge City Council and Cambridgeshire Fire & Rescue.

Head of Transformation, HR and Corporate Services
Estimates 2022/23
Facilities Management

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Facilities Management	1,723	1,619	1,852	2,347	(89)	2,258	<p>This budget comprises all cost involved with the maintenance and management of the building. The pandemic has had a big impact on this cost centre and has made certain areas unpredictable. The probable outturn increase is due to energy price rises of gas & electricity £118k which it is estimated will continue into 22/23. The other element of the 21/22 increase is £97,000 of smaller bids which have been reallocated to within this budget.</p> <p>22/23 budget increase is also due to new bids, the largest £200,000 to replace the carpet tiled flooring and £70,000 for redecoration of the building in addition to the creation of a new Facilities and Compliance Officer role. The plan to bring the cleaning contract inhouse has led to an increase in overheads.</p>
Health & Safety	89	81	118	144	(21)	123	<p>Health and Safety is a new cost centre created last financial year to ensure all staff are trained in mandatory and task related health and safety training in compliance with regulation and legislations together with ensuring we have all necessary supplies and equipment. The 21/22 probable outturn increase is due to some bids that were put forward for 22/23 but were deemed more urgent such as body worn cameras. The 22/23 increase is due to the other bids such as additional training and supplies needs for first aid, posters signage etc to improve communication.</p>
Hub Offices	30	33	41	34	-	34	<p>This budget contains the costs for our Hubs at Great Shelford and Over which offer a smaller alternative working space, potentially for those out on site i.e. Planners.</p>
Grand Total	1,842	1,734	2,010	2,525	(110)	2,415	

Head of Transformation, HR and Corporate Services
Estimates 2022/23
HR and Corporate Support Services

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Central Expenses	197	155	145	162	(0)	162	The Central expenses cost centre provides training, development, and assistance for all staff in the council. It is split into activities comprising of general staff development and training as the largest at £67,000 accompanied by activities for ICT Training, Management Development, and employee assistance. The small increase in budget for 22/23 is for staff surveys.
Human Resources	2,511	2,602	1,052	1,015	-	1,015	The Human Resources budget comprises the cost of the team who provide support, advise, and recruit to service areas within the council. The other significant costs are comprised of the apprenticeship levy payments and £100,000 payment to Cambridge City Council for the payroll shared service. The probable outturn decrease is due to the reallocation of £1,619,000 unfunded pension costs yet still higher than anticipated due to one off non forecasted payment.
Grand Total	2,709	2,757	1,197	1,177	(0)	1,177	

Head of Transformation, HR and Corporate Services
Estimates 2022/23
Transformation Support Services

	2020-21	2021-22		2022-23			
	Actuals	Original Estimate	Probable Outturn	Gross Expenditure	Gross Income	Net Expenditure	
	£000's	£000's	£000's	£000's	£000's	£000's	
Central Support Services	137	219	158	145	-	145	This cost centre covers the refreshments provided within South Cambs Hall, the central printing and postage functions. The reduction in budget is due to the closure of the canteen.
Contact Centre	1,057	1,217	1,172	1,395	-	1,395	This cost centre deal with all incoming telephone calls to the generic telephone number.
Customer Relationship Management	275	644	188	153	-	153	This cost centre is for the central Customer Relationship management system. The reduction in the budget is due to movement of staff to work on the Transformation programme
ICT	1,794	2,356	2,340	2,479	-	2,479	This cost centre for the central ICT support. This service is a 3 way shared service with Cambridge City Council and Huntingdonshire District Council (HDC). The increase in the budget is due to 3 BIDs (£71,000) for Cyber security. An inflationary 2% uplift as been applied to all Councils ICT services to cover central services.
Transformation	656	1,201	1,243	1,757	-	1,757	This budget is for the team carrying out the service reviews . The purpose is also the council is making best use of its resources, meeting modern customer needs and providing value for money. The increase in budget is due to a reallocation of budget from Customer Relationship Management
Grand Total	3,919	5,638	5,101	5,928	-	5,928	

**Head of Transformation, HR and Corporate Services
Subjective Analysis 2022/23**

	Employee Expenses	Premises Related Expenses	Transport Related Expenses	Supplies & Services	Support Services	Asset Charges	Internal Recharges	Total Expenditure	Fees & Charges	Other Contributions	Government Contributions	Total Income	Net Expenditure
Communications & Sustainable Communities													
Building Safer Communities				-				-		-		-	-
Communications	360,920	-		105,290	83,930	-	(59,420)	490,720	(26,600)	-	-	(26,600)	464,120
Community Chest	44,270			70,140	14,960			129,370					129,370
Community Safety	45,890			15,800	13,790			75,480					75,480
Crime & Disorder Partnership	-			-				-	-			-	-
Healthy Living & Wellbeing	104,310	-		62,690	26,770			193,770	-	(40,280)	-	(40,280)	153,490
Healthy New Towns	79,370			30,000	16,620			125,990		(30,000)		(30,000)	95,990
Localism & Development Projects	582,590	-	10	120,700	149,250			852,550	(77,980)	-	-	(77,980)	774,570
Mobile Warden Scheme				223,670	5,970			229,640					229,640
Museum Grants				8,500				8,500					8,500
Northstowe Community Wing		2,670		9,830	-			12,500	(12,500)		-	(12,500)	-
Transport Initiatives	21,790		130,280	31,000	9,890			192,960	(146,520)			(146,520)	46,440
Travel for Work				-				-					-
Voluntary Sector Grants			-	142,500	3,970			146,470					146,470
Corporate Programme													
Equality & Diversity				2,000	34,660			36,660					36,660
Policy And Performance	209,140		100	38,290	108,610			356,140					356,140
Democratic Representation													
Democratic Services	395,340	-	-	450,590	500,240		(336,550)	1,009,620	-	-		-	1,009,620
Emergency Planning													
Emergency Planning	-	8,000		6,000	5,610			19,610					19,610
Facilities Management													
Facilities Management	360,270	1,129,250	9,000	123,340	455,780	269,280	(2,258,170)	88,750	(88,750)			(88,750)	-
Health & Safety	62,610			66,650	14,490		(122,750)	21,000	(21,000)			(21,000)	-
Hub Offices	2,000	19,150		650	3,410	9,220	(34,430)	-					-
HR & Corporate Support Services													
Central Expenses	108,500	-		43,200	10,550		(162,150)	100	(100)		-	(100)	-
Human Resources	681,210		50	143,850	189,890		(1,015,000)	-	-			-	-
Transformation Support Services													
Central Support Services	38,870	-		93,500	12,370		(144,740)	-	-			-	-
Contact Centre	944,980	-		82,540	367,000		(1,394,520)	-	-			-	-
Customer Relationship Management	-			152,810	130		(152,940)	-				-	-
ICT	-			1,804,430	73,630	600,630	(2,478,690)	-	-		-	-	-
Transformation	975,610			600,000	181,860		(1,757,470)	-				-	-
Grand Total	5,017,670	1,159,070	139,440	4,427,970	2,283,380	879,130	(9,916,830)	3,989,830	(373,450)	(70,280)	-	(443,730)	3,546,100