

FOR INFORMATION

DETAILED REVENUE ESTIMATES
AND CAPITAL ESTIMATES FOR THE
STAFFING AND CENTRAL OVERHEAD ACCOUNTS

REVENUE:

REVISED 2008/2009

ESTIMATE 2009/2010

CAPITAL:

REVISED 2008/2009

ESTIMATES TO 2011/12

SUBJECT TO APPROVAL ON 11 DECEMBER 2008

STAFFING AND OVERHEAD ACCOUNT ESTIMATES

CONTENTS

PAGE No.

REVENUE ESTIMATES: REVISED 2008/2009 AND ESTIMATE 2009/2010

Central Rechargeable Costs :

Overall Summary of Expenditure	1
Summary Of All Staffing Expenditure (exc.Wardens, DLO,DSO)	2
Portfolio Staffing Expenditure:	
Finance	3
Staffing	4
Environmental Services	5
Housing	6
Planning Services	7
New Communities	8
Policy, Improvement and Communications (including ICT)	9
Leader	10
Overhead Accounts	
Waterbeach Depot	11
Cambourne Offices	11
Central Expenses	12
Central Support Services	12
Recharges to Services	13 & 14
Cost Centre Managers	
List of Cost Centre Managers For Departmental Cost Centres	15 & 16
Cost Centre Summaries:	
Revised Estimate 2008/2009	17
Estimate 2009/2010	18
Memorandum Departmental Expenditure :	
Summary of New Structure Expenditure	19
Chief Officers and Housing Futures	20
Community and Customer Services	21
Corporate Services (exc.ICT)	22
ICT	23
New Communities	24
Planning Services	25
Affordable Homes	26
Health and Environmental Services	27

CAPITAL ESTIMATES:

<u>REVISED 2008/2009 AND ESTIMATES TO 2011/2012</u>	28
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Actual 2007/08 £	STAFFING AND CENTRAL OVERHEAD ACCOUNTS	Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
	SUMMARY OF EXPENDITURE RECHARGEABLE TO SERVICES OF ALL PORTFOLIOS			
	Portfolio Staffing Expenditure			
3,835,102	Finance	4,061,810	4,064,690	4,347,280
268,966	Staffing	316,800	353,980	391,750
1,964,819	Environmental Services	2,160,640	2,140,130	2,276,710
3,252,712	Housing	3,477,130	3,695,870	3,507,400
2,346,123	Planning	2,661,860	2,417,760	2,680,850
1,182,977	New Communities	1,635,780	1,659,460	1,979,930
1,818,033	Policy, Improvement and Communications	2,069,690	2,059,190	2,111,720
239,365	Leader	263,380	194,780	246,920
0	Unallocated reductions	(215,000)	(42,000)	(270,000)
<u>14,908,097</u>	Staffing Expenditure excluding overheads	<u>16,432,090</u>	<u>16,543,860</u>	<u>17,272,560</u>
	Overhead Accounts			
134,128	Waterbeach Depot	117,670	122,010	126,380
1,350,911	Cambourne Office	948,050	1,033,090	1,009,940
262,585	Central Expenses	325,490	323,940	325,130
381,405	Central Support Services - Other	381,580	381,260	375,380
<u>17,037,126</u>	Staffing Expenditure and Overheads	<u>18,204,880</u>	<u>18,404,160</u>	<u>19,109,390</u>
(522,465)	Less Recharges included above from : Staffing to Overheads	(460,410)	(548,890)	(503,130)
16,514,661	Net rechargeable costs	17,744,470	17,855,270	18,606,260
(16,514,661)	Recharges to all Portfolio Direct Services from : Staffing and Admin Buildings (inc.Depot)	(17,959,470)	(17,897,270)	(18,876,260)
0	Unallocated reductions to General Fund/HRA/Capital	(215,000)	(42,000)	(270,000)
0	Less unallocated reductions apportioned to: HRA/Capital	45,150	8,820	56,700
<u>0</u>	Net unallocated cost/(credit) to General Fund Summary	<u>(169,850)</u>	<u>(33,180)</u>	<u>(213,300)</u>

Effect of excluding capital charges from net rechargeable costs:

Staffing				
14,908,097	Staffing Expenditure excluding overheads	16,432,090	16,543,860	17,272,560
(350,015)	Less capital charges (ICT and Contact Centre)	(430,320)	(345,860)	(326,850)
<u>14,558,082</u>	Net staffing costs excluding capital charges	<u>16,001,770</u>	<u>16,198,000</u>	<u>16,945,710</u>
Overhead Accounts				
1,606,564	Overhead Expenditure excluding staffing recharges	1,312,380	1,311,410	1,333,700
(420,056)	Less capital charges (Admin Buildings)	(171,940)	(171,940)	(172,940)
<u>1,186,508</u>	Net overhead costs excluding capital charges	<u>1,140,440</u>	<u>1,139,470</u>	<u>1,160,760</u>
Total				
16,514,661	Net rechargeable costs	17,744,470	17,855,270	18,606,260
(770,071)	Less capital charges (no overall effect on General Fund)	(602,260)	(517,800)	(499,790)
<u>15,744,590</u>	Net rechargeable costs excluding capital charges	<u>17,142,210</u>	<u>17,337,470</u>	<u>18,106,470</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
SUMMARY OF ALL STAFFING COSTS (excluding Wardens and DLO/DSO staff)				
EXPENDITURE				
Employees				
11,841,411	Salaries(excluding Wardens)	13,759,440	13,223,500	14,670,260
631,390	Other Employee Costs	199,300	652,410	190,440
20,523	Premises	6,250	6,270	6,420
Transport Related Expenses				
406,987	Car Allowances	475,590	452,290	474,110
Supplies & Services				
130,389	Equipment, Furniture, Materials,Clothing etc.	113,670	123,020	111,140
102,731	Printing, Stationery, General			
80,535	Office Expenses,Books and Manuals etc.	109,880	104,830	110,240
240	Internal Audit Fees	82,550	83,840	87,200
144,371	Bank Charges	0	0	0
30,577	Legal, Professional and Consultancy	154,250	216,450	81,440
23,122	Data Capture	33,020	32,020	59,700
	Other	34,760	39,810	35,000
Communications and Computing				
112,973	Postage	128,500	101,840	102,930
60,068	Telephones	66,400	60,690	63,050
344,403	Computers and Word Processors	392,440	473,030	377,970
358	Debit Cards	650	350	400
Expenses				
12,936	Staff Subsistence	14,170	13,280	14,160
91,473	Seminars and Courses	109,980	104,690	100,200
Grants and Subscriptions				
41,756	Subscription to Professional Bodies	52,440	51,630	54,310
Capital Financing Costs				
0	Direct Revenue Financing	0	0	0
413,407	Capital Charges	430,320	347,940	346,850
Miscellaneous				
24,828	Other	29,510	25,750	31,110
Agency and Contracted Services				
644,094	External Contractors	676,500	676,500	683,580
Income				
(63,392)	Deferred Government Grants	0	(2,080)	(20,000)
(49,505)	Government Grants	(33,500)	(83,480)	0
(137,578)	Other Income	(189,030)	(118,720)	(37,950)
<u>14,908,097</u>	ALLOCATED DIRECT EXPENDITURE SUMMARY	<u>16,647,090</u>	<u>16,585,860</u>	<u>17,542,560</u>
0	Unallocated reduction for vacancies	(255,000)	(42,000)	(270,000)
0	Unallocated reduction for training underspendings	(50,000)	0	0
0	Unallocated provision for Single Status	90,000	0	0
<u>14,908,097</u>	TOTAL DIRECT EXPENDITURE SUMMARY	<u>16,432,090</u>	<u>16,543,860</u>	<u>17,272,560</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
FINANCE				
EXPENDITURE				
	Employees			
3,169,653	Salaries	3,580,970	3,411,820	3,820,540
26,945	Appointment of New Staff	17,120	29,260	49,710
254,548	Agency Staff	41,060	217,350	23,180
19,215	Training	16,500	14,300	6,920
5,107	Other	0	920	120
	Premises			
1,164	Rent	890	910	930
0	Repairs & Maintenance	0	0	0
0	Other	0	0	0
	Transport Related Expenses			
50,260	Car Allowances	51,110	51,010	53,630
	Supplies and Services			
87,749	Equipment, Furniture and Materials	86,910	90,840	86,160
1,368	Clothing and Laundry	960	820	960
	Printing, Stationery and General			
33,573	Office Expenses	39,350	36,600	39,070
28,372	Books and Manuals	27,720	28,570	28,850
80,535	Internal Audit Fees	82,550	83,840	87,200
6,371	Legal	6,500	5,500	6,000
240	Bank Charges	0	0	0
2,794	Professional and Consultancy	10,000	13,000	8,000
0	Delivery Fees	0	0	0
8,240	Other	7,620	7,700	7,500
	Communications and Computing			
63,683	Postage	70,870	60,860	61,000
2,649	Telephones	2,660	1,810	2,010
0	Development of Orchard System	0	0	0
39,932	Purchase of Equipment and Software	16,280	40,800	6,060
3,121	Rental and Operational Leases	3,190	0	0
291	Repair and Maintenance	1,030	10,090	10,090
0	Materials	0	0	0
0	Stationery	0	0	100
300	Insurance	300	300	310
358	Debit Cards	650	350	400
	Expenses			
2,876	Staff Subsistence	4,570	3,960	4,120
31,140	Seminars and Courses	33,490	33,030	31,750
	Grants and Subscriptions			
14,047	Subscription to Professional Bodies	19,850	15,620	16,540
	Miscellaneous			
1,525	Other	3,660	1,670	1,330
	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
(49,505)	Government Grants	(33,500)	(83,480)	0
(51,449)	Other	(30,500)	(12,760)	(5,200)
<u>3,835,102</u>	DIRECT EXPENDITURE SUMMARY	<u>4,061,810</u>	<u>4,064,690</u>	<u>4,347,280</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
STAFFING				
EXPENDITURE				
	Employees			
235,005	Salaries	282,070	302,970	353,950
12,373	Appointment of New Staff	3,380	5,500	3,380
563	Agency Staff	0	11,820	0
3,375	Training	4,300	0	3,640
107	Other	0	0	0
	Premises			
0	Rent	0	0	0
0	Repairs & Maintenance	0	0	0
147	Other	0	0	0
	Transport Related Expenses			
2,211	Car Allowances	3,550	1,400	1,440
	Supplies and Services			
0	Equipment, Furniture and Materials	610	2,870	510
58	Clothing and Laundry	100	100	100
	Printing, Stationery and General			
1,185	Office Expenses	7,680	1,100	3,100
1,638	Books and Manuals	1,590	2,220	2,280
0	Internal Audit Fees	0	0	0
0	Legal	0	800	0
0	Bank Charges	0	0	0
2,887	Professional and Consultancy	2,750	14,820	14,000
0	Delivery Fees	0	0	0
0	Other	0	0	0
	Communications and Computing			
1,098	Postage	1,540	1,100	1,100
1,747	Telephones	1,650	1,000	1,030
0	Development of Orchard System	0	0	0
0	Purchase of Equipment and Software	0	3,290	2,300
0	Rental and Operational Leases	0	0	0
2,364	Repair and Maintenance	2,340	370	380
0	Materials	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
0	Debit Cards	0	0	0
	Expenses			
52	Staff Subsistence	70	70	70
3,232	Seminars and Courses	4,000	3,500	3,390
	Grants and Subscriptions			
996	Subscription to Professional Bodies	1,250	1,130	1,160
	Miscellaneous			
0	Other	0	0	0
	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
0	Government Grants	0	0	0
(72)	Other	(80)	(80)	(80)
<u>268,966</u>	DIRECT EXPENDITURE SUMMARY	<u>316,800</u>	<u>353,980</u>	<u>391,750</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
	PORTFOLIO STAFFING COSTS			
	ENVIRONMENTAL SERVICES			
	EXPENDITURE			
	Employees			
1,715,169	Salaries	1,894,890	1,887,610	2,013,870
19,302	Appointment of New Staff	12,500	6,280	12,500
7,787	Agency Staff	15,570	12,030	15,570
5,482	Training	9,830	8,330	7,110
1,224	Other	270	1,380	270
	Transport Related Expenses			
103,988	Car Allowances	123,330	119,280	122,340
	Supplies and Services			
17,669	Equipment, Furniture and Materials	9,630	14,640	9,630
2,340	Clothing and Laundry	2,150	1,500	1,850
	Printing, Stationery and General			
7,189	Office Expenses	6,460	7,550	6,600
3,532	Books and Manuals	3,280	2,900	3,280
11,284	Legal	0	0	0
2,824	Professional and Consultancy	5,450	16,830	5,430
14,882	Other - Out of Hours Telephone Service	27,140	17,200	27,500
	Communications and Computing			
8,299	Postage	8,800	7,690	8,130
4,378	Telephones	7,060	5,320	5,570
3,708	Purchase of Equipment and Software	1,600	2,590	2,590
0	Repairs & Maintenance	0	0	0
0	Stationery	0	0	0
2,905	Insurance	2,900	3,160	3,190
	Expenses			
4,328	Staff Subsistence	3,000	3,520	3,320
23,835	Seminars and Courses	20,040	17,620	17,370
	Grants and Subscriptions			
3,906	Subscription to Professional Bodies	6,220	5,600	5,880
	Miscellaneous			
1,009	Other	750	840	4,940
	Income			
(221)	Other	(230)	(1,740)	(230)
<u>1,964,819</u>	DIRECT EXPENDITURE SUMMARY	<u>2,160,640</u>	<u>2,140,130</u>	<u>2,276,710</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
HOUSING				
EXPENDITURE				
	Employees			
2,270,305	Salaries	2,506,250	2,561,820	2,589,080
33,944	Appointment of New Staff	2,000	28,530	0
112,617	Agency Staff	20,700	153,030	12,430
4,936	Training	5,600	11,750	10,790
277	Other	0	0	0
	Premises Related Expenses			
165	Garage Rents	110	110	110
0	Other	0	0	0
	Transport Related Expenses			
112,455	Car Allowances	121,510	119,660	119,360
	Supplies and Services			
1,345	Equipment, Furniture and Materials	4,560	3,000	2,830
617	Clothing and Laundry	800	580	680
	Printing, Stationery and General			
9,673	Office Expenses	10,440	11,180	11,150
1,141	Books and Manuals	850	730	880
0	Legal	0	0	0
0	Bank Charges	0	0	0
49,828	Professional and Consultancy	15,200	45,030	13,500
0	Other	0	0	0
	Communications and Computing			
18,323	Postage	21,500	18,670	18,600
4,441	Telephones	6,150	5,480	4,940
7,192	Purchase of Equipment and Software	3,300	10,210	2,200
0	Repairs and Maintenance	0	200	200
0	Rental & Operating Leases	0	890	1,800
0	Insurance	0	0	0
	Expenses			
1,477	Staff Subsistence	2,010	1,880	1,870
13,243	Seminars and Courses	21,450	22,880	18,380
	Grants and Subscriptions			
7,950	Subscription to Professional Bodies	8,050	10,320	10,530
	Miscellaneous			
19,740	Other	23,000	20,770	0
	Agency & Contracted Services			
644,094	External Contractors	676,500	676,500	683,580
	Capital Financing Costs			
38,324	Capital Charges	91,660	38,740	31,930
	Income			
(50,000)	Deferred Government Grants	0	0	0
(49,375)	Other	(64,510)	(46,090)	(27,440)
<u>3,252,712</u>	DIRECT EXPENDITURE SUMMARY	<u>3,477,130</u>	<u>3,695,870</u>	<u>3,507,400</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
PLANNING				
EXPENDITURE				
	Employees			
2,118,414	Salaries	2,449,050	2,158,210	2,455,260
33,167	Appointment of New Staff	0	15,130	0
4,343	Agency Staff	0	0	0
8,371	Training	8,790	10,750	7,750
0	Other	0	400	0
	Premises			
199	Other	0	0	0
	Transport Related Expenses			
96,584	Car Allowances	114,860	105,210	113,900
	Supplies and Services			
6,118	Equipment, Furniture and Materials	5,720	5,580	5,640
0	Clothing and Laundry	30	30	30
	Printing, Stationery and General			
7,887	Office Expenses	4,810	4,660	4,810
0	Legal	0	1,000	0
1,646	Books and Manuals	1,360	1,660	1,360
	Services			
1,895	Professional and Consultancy	0	32,850	0
30,577	Data capture	33,020	32,020	59,700
0	Other	0	14,860	0
	Communications and Computing			
16,314	Postage	19,520	10,250	10,520
1,269	Telephones	1,570	1,170	1,290
0	Purchase of Equipment and Software	110	2,630	0
0	Repair and Maintenance	0	0	0
488	Insurance	480	470	470
	Expenses			
1,649	Staff Subsistence	1,340	1,380	1,400
8,480	Seminars and Courses	11,240	9,270	9,430
	Grants and Subscriptions			
6,277	Subscription to Professional Bodies	7,910	7,990	7,090
	Miscellaneous			
2,367	Other	1,950	1,950	2,000
	Capital Financing Costs			
105	Capital Charges	100	310	200
	Income			
0	Government Grants	0	0	0
(27)	Other	0	(20)	0
<u>2,346,123</u>	DIRECT EXPENDITURE SUMMARY	<u>2,661,860</u>	<u>2,417,760</u>	<u>2,680,850</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
NEW COMMUNITIES				
EXPENDITURE				
Employees				
1,116,995	Salaries	1,595,160	1,532,560	1,878,490
14,828	Appointment of New Staff	0	49,350	0
315	Agency Staff	0	32,000	0
3,143	Training	8,650	6,070	7,910
210	Other	0	610	0
Premises				
0	Repairs & Maintenance	0	0	0
168	Other	0	0	0
Transport Related Expenses				
25,175	Car Allowances	41,650	41,660	47,270
Supplies and Services				
4,909	Equipment,Furniture and Materials	1,080	1,890	1,620
0	Clothing & Laundry	0	150	100
3,653	Printing, Stationery and Office Exps	2,260	3,030	3,280
413	Books and Manuals	1,370	820	1,650
Services				
10,935	Professional & Consultancy	60,500	10,000	0
0	Microfilming	0	0	0
0	Other	0	50	0
Communications and Computing				
4,683	Postage	5,940	3,070	3,250
839	Telephones	880	680	790
455	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				
1,064	Staff Subsistence	1,200	1,350	1,770
4,857	Seminars & Courses	6,050	8,060	7,730
Grants and Subscriptions				
4,513	Subscription to Professional Bodies	4,750	6,240	8,380
Miscellaneous				
51	Other	0	0	22,690
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Deferred Government Grants	0	0	0
(14,229)	Other	(93,710)	(38,130)	(5,000)
<u>1,182,977</u>	DIRECT EXPENDITURE SUMMARY	<u>1,635,780</u>	<u>1,659,460</u>	<u>1,979,930</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
POLICY, IMPROVEMENT AND COMMUNICATIONS (including ICT)				
EXPENDITURE				
Employees				
970,111	Salaries	1,201,620	1,182,970	1,323,280
23,935	Appointment of New Staff	7,660	15,010	7,660
23,245	Agency Staff	0	400	0
6,328	Training	25,370	21,500	21,500
393	Other	0	480	0
Premises Related Expenses				
216	Garage Rents	0	0	0
18,447	Repairs & Maintenance	5,250	5,250	5,380
17	Other	0	0	0
Transport Related Expenses				
8,571	Car Allowances	8,680	6,780	7,330
Supplies and Services				
8,216	Equipment, Furniture and Materials	920	920	930
0	Clothing and Laundry	0	50	0
Printing, Stationery and General				
1,107	Office Expenses	1,090	2,780	2,830
1,410	Books and Manuals	1,350	850	860
55,553	Professional and Consultancy	53,850	76,620	34,510
Communications and Computing				
248	Postage	330	200	330
44,572	Telephones	46,050	45,030	47,200
61,989	Purchase of Equipment & Software	94,090	118,420	53,920
16,682	Development of Orchard	18,450	19,900	17,800
198,750	Repair and Maintenance	243,370	254,900	271,630
1,526	Rental and Operational Leases	0	0	0
99	Stationery	0	0	0
4,601	Insurance	5,000	4,810	4,930
Expenses				
1,417	Staff Subsistence	1,910	960	1,450
5,095	Seminars and Courses	12,010	9,440	10,950
Grants and Subscriptions				
3,783	Subscription to Professional Bodies	3,980	4,360	4,360
Miscellaneous				
136	Other	150	150	150
Capital Financing Costs				
374,978	Capital Charges	338,560	308,890	314,720
Income				
(13,392)	Deferred Government Grants	0	(2,080)	(20,000)
0	Other	0	(19,400)	0
<u>1,818,033</u>	DIRECT EXPENDITURE SUMMARY	<u>2,069,690</u>	<u>2,059,190</u>	<u>2,111,720</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PORTFOLIO STAFFING COSTS				
LEADER				
EXPENDITURE				
	Employees			
245,759	Salaries	249,430	185,540	235,790
3,401	Appointment of New Staff	0	0	0
374	Agency Staff	0	0	0
1,535	Training	0	0	0
0	Other	0	230	0
	Premises			
0	Rent	0	0	0
0	Repairs & Maintenance	0	0	0
0	Other	0	0	0
	Transport Related Expenses			
7,743	Car Allowances	10,900	7,290	8,840
	Supplies and Services			
0	Equipment, Furniture and Materials	200	50	100
0	Clothing and Laundry	0	0	0
	Printing, Stationery and General			
312	Office Expenses	220	170	220
0	Books and Manuals	50	10	20
0	Professional and Consultancy	0	0	0
	Communications and Computing			
325	Postage	0	0	0
173	Telephones	380	200	220
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			
73	Staff Subsistence	70	160	160
1,591	Seminars and Courses	1,700	890	1,200
	Grants and Subscriptions			
284	Subscription to Professional Bodies	430	370	370
	Miscellaneous			
0	Other	0	370	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
(22,205)	Other	0	(500)	0
<u>239,365</u>	DIRECT EXPENDITURE SUMMARY	<u>263,380</u>	<u>194,780</u>	<u>246,920</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
WATERBEACH DEPOT				
EXPENDITURE				
	Premises Related Expenses			
1,969	Repair and Maintenance	3,100	3,100	3,100
13,875	Rates	14,220	14,440	15,020
13,249	Water and Sewerage Services	14,140	13,580	13,920
35,001	Rent	35,000	35,000	35,000
2,139	Fire protection/security	2,960	2,960	2,260
9,983	Cleaning and Domestic Supplies	10,180	9,950	10,180
4,488	Catering Provisions	5,560	4,790	5,340
908	Premises Insurance	920	810	830
	Supplies and Services			
2,432	Equipment	1,870	1,270	1,870
21,335	Communications and IT	20,650	24,060	24,680
788	Miscellaneous insurance	630	640	660
135	Miscellaneous other	690	0	630
	Central, Departmental and Support Services			
7,417	Total services on previous basis	7,750	0	0
0	Corporate Services	0	680	730
0	Health and Environmental Services	0	10,730	11,160
20,409	Capital Charges	0	0	1,000
<u>134,128</u>	NET EXPENDITURE to be recharged	<u>117,670</u>	<u>122,010</u>	<u>126,380</u>
CAMBOURNE OFFICE				
EXPENDITURE				
	Transport Related Expenses			
83,308	Contract Hire	7,370	8,040	0
47,705	Travel	8,630	7,560	0
	Premises Related Expenses			
48,748	Repair and Maintenance	45,340	47,810	47,350
3,278	Grounds Maintenance	3,330	3,450	3,540
77,407	Energy Costs	90,180	98,340	113,700
	Rent & Rates			
289,488	Business Rates	296,730	301,220	313,270
0	Car Park Lease	7,500	10,000	0
19,313	Business Park service charge	19,540	19,540	19,540
3,535	Water Services	3,580	6,510	6,680
909	Fixtures and Fittings	1,160	1,160	1,160
6,232	Purchase of Security Systems	7,330	7,330	7,330
69,366	Cleaning and Domestic Supplies	78,370	70,710	75,540
9,681	Premises Insurance	10,800	10,450	10,950
	Supplies and Services			
21,916	Equipment, Furniture & Fittings	5,490	5,490	5,490
6,500	Legal / architects Fees - Car Park	0	60	0
36,816	Consultancy	0	0	0
0	Pest control	0	90	90
	Communications and Computing			
60,104	Telephones	65,480	50,030	51,280
1,080	New Equipment	1,000	1,000	1,000
2,057	Maintenance	13,430	20,830	25,220
2,948	Miscellaneous Expenses	2,700	3,020	3,090
6,608	Miscellaneous Insurance	8,110	8,280	8,490
	Central, Departmental and Support Services			
154,265	Total services on previous basis	100,040	0	0
0	Corporate Services	0	11,650	11,550
0	Health and Environmental Services	0	850	880
0	Affordable Homes	0	167,730	131,850
	Capital Financing Costs			
399,647	Capital Charges	171,940	171,940	171,940
<u>1,350,911</u>	TOTAL EXPENDITURE	<u>948,050</u>	<u>1,033,090</u>	<u>1,009,940</u>
	INCOME			
0	Other Recoverable Costs	0	0	0
<u>1,350,911</u>	NET EXPENDITURE to be recharged	<u>948,050</u>	<u>1,033,090</u>	<u>1,009,940</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
CENTRAL EXPENSES				
EXPENDITURE				
Employees				
33,762	Personal Training Scheme/Investors in People	61,520	59,130	54,130
5,653	ICT Training	10,760	9,120	9,120
8,302	Employee Assistance Programme	16,280	16,280	16,280
50	Bright Ideas Scheme	500	500	500
0	Equality Issues (moved to Community Services)	0	0	0
539	Compensation for Loss of Office	560	560	580
10,875	East of England Regional Assembly	11,150	11,300	11,580
1,799	Employers Organisation/IDEA	1,850	0	0
91,983	Employee Related Insurance	98,500	104,780	112,550
Supplies and Services				
5,654	Security Services	5,790	5,790	5,930
23,746	Health and Safety at Work Legislation	30,060	29,550	29,650
1,471	Other	3,350	3,350	3,350
Central, Departmental and Support Services				
79,905	Total services on previous basis	87,170	0	0
0	Chief Officers and Housing Futures	0	1,000	0
0	Corporate Services	0	30,660	27,600
0	Planning Services	0	1,090	1,130
0	Health and Environmental Services	0	51,550	53,450
263,739	TOTAL EXPENDITURE	327,490	324,660	325,850
0	Other Recoverable Income	(500)	(100)	(100)
(1,154)	Interest - Car Loans	(1,500)	(620)	(620)
262,585	NET EXPENDITURE to be recharged to Departments	325,490	323,940	325,130

CENTRAL SUPPORT SERVICES				
EXPENDITURE				
Employees				
24,445	Catering Staff	26,340	24,780	26,480
Supplies and Services				
38,998	Equipment and Materials	43,310	44,780	45,500
0	Clothing, Uniforms and Laundry	0	0	0
30,388	Printing, Stationery & General Office Expenses	32,300	29,500	29,500
Communications and Computing				
3,721	Postage	12,300	7,300	7,150
Miscellaneous				
3,006	Insurance	2,980	3,050	3,100
Central, Departmental and Support Services				
280,878	Total services on previous basis	265,450	0	0
0	Chief Officers and Housing Futures	0	5,180	4,390
0	Community and Customer Services	0	114,250	118,240
0	Corporate Services	0	94,330	87,380
0	Planning Services	0	9,960	6,550
0	Affordable Homes	0	37,900	36,330
0	Health and Environmental Services	0	11,330	11,890
(31)	Income	(1,100)	(1,100)	(1,130)
381,405	NET EXPENDITURE to be recharged to Departments	381,580	381,260	375,380

Actual 2007/08 £	SUMMARY OF RECHARGES TO SERVICES	Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
	Portfolios - General Fund			
4,165,258	Finance	4,198,380	4,308,820	4,536,700
230,356	Staffing	279,710	255,880	311,000
2,447,749	Environmental Services	2,580,120	2,529,680	2,655,470
895,722	Housing - General Fund	1,024,380	1,063,430	1,009,860
3,285,603	Planning	3,563,970	3,280,130	3,598,460
1,625,285	New Communities	2,335,350	2,357,740	2,668,830
340,662	Policy, Improvement and Communications	465,480	369,400	403,260
247,439	Leader	284,520	262,270	373,130
<u>13,238,074</u>	Total Recharges to Portfolios (General Fund)	<u>14,731,910</u>	<u>14,427,350</u>	<u>15,556,710</u>
2,779,049	Housing Revenue Account/Housing Futures	2,707,840	3,141,750	3,072,590
497,538	Capital	519,720	328,170	246,960
<u>16,514,661</u>	Total Recharges to Services	<u>17,959,470</u>	<u>17,897,270</u>	<u>18,876,260</u>
	UNALLOCATED COSTS (rechargeable costs not allocated to services at this stage)			
	Unspecified unallocated costs			
0	Reduction for vacancies	(255,000)	(42,000)	(270,000)
0	Reduction for training underspendings	(50,000)	0	0
0	Provision for Single Status	90,000	0	0
<u>0</u>		<u>(215,000)</u>	<u>(42,000)</u>	<u>(270,000)</u>
	Analysis of Unallocated costs			
0	General Fund	(169,850)	(33,180)	(213,300)
0	Housing Revenue Account/Capital	(45,150)	(8,820)	(56,700)
<u>0</u>		<u>(215,000)</u>	<u>(42,000)</u>	<u>(270,000)</u>
	TOTAL NET RECHARGEABLE COSTS			
16,514,661	Total Recharges to Services	17,959,470	17,897,270	18,876,260
0	Unallocated costs	(215,000)	(42,000)	(270,000)
<u>16,514,661</u>	Total Net Rechargeable Costs	<u>17,744,470</u>	<u>17,855,270</u>	<u>18,606,260</u>

Actual 2007/08 £	DETAILED RECHARGES TO SERVICES	Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
1,100,407	Finance Portfolio	1,134,230	1,173,440	1,178,970
654,080	Council Tax and Housing Benefit	738,440	829,470	913,610
264,169	Corporate Management	279,890	242,690	304,910
23,702	Land Charges	25,010	31,430	33,800
296,087	Treasury Management	254,530	247,690	272,830
815,789	Cost of NNDR Collection	885,440	874,700	864,390
33,944	Cost of Council Tax Collection	43,710	43,470	59,540
61,135	Elections	72,300	77,000	77,540
768,873	Register of Electors	764,830	788,930	831,110
147,072	Democratic Representation (inc.Admin.Buildings)	0	0	0
	Milton Country Park			
	Staffing Portfolio			
51,348	Equality and Diversity	86,790	93,060	130,220
111,340	Travellers Issues (All Sites)	121,630	101,020	109,970
67,668	Travellers Caravan Sites	71,290	61,800	70,810
	Environmental Services Portfolio			
62,442	Awarded Water Courses	66,030	63,810	68,400
443,206	Environmental Health General	431,370	432,540	427,400
2,393	Footway Lighting	3,700	2,560	2,660
181,827	Food Safety	207,450	206,880	219,340
99,013	Pest Control	102,890	98,730	102,140
247,080	Waste Management, Street Cleansing, etc	271,860	272,580	297,550
268,590	Refuse Collection Service	278,700	288,250	303,280
154,187	Street Cleansing Service	167,380	168,740	177,150
283,807	Environmental Protection	316,420	294,480	312,510
43,030	Emergency Planning	36,310	32,730	35,700
29,372	Action on Dogs	31,770	29,420	31,540
161,100	Licences Act 2003 and Gambling Act 2005	176,300	156,560	169,380
87,370	Taxi Licensing	88,280	83,110	92,480
70,125	Miscellaneous Environmental Health Services	79,300	80,330	83,020
53,161	Illegal Encampments	59,460	60,120	62,500
41,243	Improvement Grants	42,530	41,570	45,880
219,803	Home Improvement Agency	220,370	217,270	224,540
	Housing Portfolio			
	Housing General Fund			
156,266	Housing Associations	201,200	125,290	135,390
147,927	Homelessness	126,250	158,430	161,190
175,380	Housing Advisory Service	136,100	168,820	167,460
194,073	General Fund Housing Strategy (inc.Needs Survey)	201,960	180,620	156,660
121,282	Floating Support	121,230	121,430	139,650
86,456	Choice Based Letting	225,110	233,130	162,560
14,338	Other General Fund Housing Services	12,530	75,710	86,950
	Housing Revenue Account/Housing Futures			
560,211	Repairs and Maintenance	596,680	713,110	831,940
1,172,604	Administrative Expenses	1,256,790	1,206,530	1,190,250
457,395	Specialised Support Services	488,760	494,590	489,670
354,407	Direct Labour Organisation	365,610	350,840	373,650
234,432	Housing Futures	0	376,680	187,080
	Planning Services Portfolio			
2,566,091	Development Control	2,799,450	2,502,280	2,763,460
482,775	Building Control Service	489,640	502,680	532,030
46,917	Street Naming and Numbering	68,090	50,490	51,120
21,680	Concessionary Fares	17,660	31,190	45,450
159,823	Conservation	181,800	186,290	198,760
8,317	Other Planning Portfolio Services	7,330	7,200	7,640
	New Communities Portfolio			
136,487	Community Development	135,360	118,690	101,360
52,337	Sports Development	52,080	50,070	53,370
45,284	Arts	51,310	46,870	49,220
69,191	Sustainability	57,730	67,000	79,090
737,137	Growth Agenda/New Communities	1,327,610	1,456,250	1,742,020
2,583	Economic Development	84,100	59,390	58,110
582,266	Planning Policy	627,160	559,470	585,660
	Policy, Improvement and Communications			
188,290	Communications	215,410	180,340	164,920
152,372	Policy & Performance	250,070	189,060	238,340
	Leader's Portfolio			
147,535	Community Safety (inc. Crime and Disorder P'ship)	156,700	150,740	203,190
0	Voluntary Sector Grants	0	4,620	9,370
99,904	Community Strategy	127,820	106,910	160,570
497,538	Capital	519,720	328,170	246,960
16,514,661	TOTAL RECHARGES TO SERVICES	17,959,470	17,897,270	18,876,260

Cost Centre Managers for Portfolio Staffing Costs and Central Accounts

Cost Centre Manager

Finance Portfolio Staffing Costs

Chief Officers and Housing Futures		
T10	Chief Executive and PA	G J Harlock
T26	Executive Director (Corporate Services)/Corporate Manager	R Bridge
T30	Executive Director and PA	S Hampson
Community and Customer Services		
T06	Community and Customer Services Corporate Manager	D Lewis
T07	Cambourne Reception	L Lock
T93	Electoral Registration	L Lock
Corporate Services		
T04	Democratic Services	R May
T11	Accountancy	R A Burns
T13	Cashiers and Debtors	L Phanco
T14	Internal Audit	R Bridge
T15	Council Tax and Non Domestic Rates	L Phanco
T17	Benefits	L Phanco
T19	Finance Project Team	J Garnham
T20	Printing	S Rayment
T91	Legal	C Dunnett
T92	Land Charges	C Dunnett
Affordable Homes		
T31	Facilities Management	B O'Halloran

Staffing Portfolio Staffing Costs

Corporate Services		
T12	Human Resources and Payroll	S Gardner-Craig
Affordable Homes		
T36	Management of Travellers Sites	A Goddard

Environmental Services Portfolio Staffing Costs

Health and Environmental Services		
T03	Environmental Health	D Robinson
T49	Home Improvement Agency	M.Nudds

Housing Portfolio Staffing Costs

Chief Officers and Housing Futures		
T41	Housing Futures	D Lewis
Corporate Services		
T16	Rent Collecting and Accounting (HRA)	L Phanco
T24	Contact Centre	S Rayment
Affordable Homes		
General Fund		
T32	Regional Homelink Service	S Carter/H Wood
T34	Affordable Housing	M Knight
T43	Housing Strategic Services	M Knight
T47	Housing Aid/Homelessness	S Carter/H Wood
HRA		
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	B O'Halloran

**Cost Centre
Manager**

Planning Portfolio Staffing Costs

	Corporate Services	
T75	Street Naming and Numbering	S Rayment
	Planning Services	
T70	Planning Corporate Manager	G Jones
T72	Development Control	D Rush
T76	Conservation	D Bevan
T77	Administration/Registration	R Fox
T78	Land Charges (Planning)	R Fox
T79	Building Control	A Beyer

New Communities Portfolio Staffing Costs

	Chief Officers and Housing Futures	
T80	Joint Planning Director (Growth Areas)	P Studdert
	New Communities	
T57	Community Infrastructure Services	J Thompson
T58	New Communities Corporate Manager	J Mills
T81	Growth Agenda	J Green
T82	Joint Urban Design	G Richardson
T97	Corporate Growth Areas	T Barrance
	Planning Services	
T73	Planning Policy	K Miles

Policy, Improvement and Communications Portfolio Staffing Costs

	Corporate Services	
T25	Information and Communications Technology	S Rayment
	Community and Customer Services	
T94	Communications	G Hayward
T96	Policy and Performance	P Swift

Leader's Portfolio Staffing Costs

	Community and Customer Services	
T39	Partnerships/Community Safety	D Lewis
T55	Partnership Officers	D Lewis

Central Accounts (Finance Portfolio)

Cambourne Offices	B O'Halloran
Waterbeach Offices	S Harwood-Clarke
Central Expenses	
Health and Safety	D Robinson
Security Services	L Phanco
Remainder	R A Burns
Central Support Services	
Printing, Stationery, etc	S Rayment
Photocopiers	S Rayment
Catering	L Lock
Insurance	R A Burns
Postages	L Phanco

Central Accounts (Staffing Portfolio)

Training, Employee Assistance and Bright Ideas	S Gardner-Craig
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REVISED ESTIMATES 2008/2009 - 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 £
EXPENDITURE											
Directly incurred by Departments	757,880	783,370	6,139,550	1,243,780	2,781,230	2,739,920	2,140,130	16,585,860	0	(42,000)	16,543,860
Overheads as set out on pages 11 to 12											
Waterbeach Depot	0	0	0	0	0	28,060	93,950	122,010	0	0	122,010
Cambourne Offices	33,480	55,880	302,280	71,120	180,350	149,870	106,690	899,670	133,420	0	1,033,090
Central Expenses	11,800	19,440	102,730	23,830	63,400	58,540	44,200	323,940	0	0	323,940
Central Support	14,490	23,860	126,140	29,260	77,840	64,500	45,170	381,260	0	0	381,260
Intercharging between Departments for the activities specified below	36,310	99,180	(1,550,650)	158,660	428,390	489,120	338,990	0	0	0	0
TOTAL EXPENDITURE	853,960	981,730	5,120,050	1,526,650	3,531,210	3,530,010	2,769,130	18,312,740	133,420	(42,000)	18,404,160
INCOME											
Recharges to:											
Waterbeach Depot	0	0	(680)	0	0	0	(10,730)	(11,410)	0	0	(11,410)
Cambourne Offices	0	0	(11,650)	0	0	(167,730)	(850)	(180,230)	0	0	(180,230)
Central Expenses	(1,000)	0	(30,660)	0	(1,090)	0	(51,550)	(84,300)	0	0	(84,300)
Central Support	(5,180)	(114,250)	(94,330)	0	(9,960)	(37,900)	(11,330)	(272,950)	0	0	(272,950)
TOTAL INCOME	(6,180)	(114,250)	(137,320)	0	(11,050)	(205,630)	(74,460)	(548,890)	0	0	(548,890)
UNALLOCATED COSTS: General Fund	0	0	0	0	0	0	0	0	0	33,180	33,180
HRA/Capital	0	0	0	0	0	0	0	0	0	8,820	8,820
NET RECHARGES TO SERVICES	847,780	867,480	4,982,730	1,526,650	3,520,160	3,324,380	2,694,670	17,763,850	133,420	0	17,897,270

*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 ESTIMATES 2009/2010 - COST CENTRE SUMMARY

	Chief Officers & Housing Futures £	Community & Customer Services £	Corporate Services £	New Communities £	Planning Services £	Affordable Homes £	Health & Environmental Services £	SUB TOTAL £	S.Cambs Hall to Dem Rep £	Unallocated £	TOTAL £
EXPENDITURE											
Directly incurred by Departments	672,140	957,090	6,374,750	1,554,130	3,047,630	2,660,110	2,276,710	17,542,560	0	(270,000)	17,272,560
Overheads as set out on pages 11 to 12											
Waterbeach Depot	0	0	0	0	0	29,070	97,310	126,380	0	0	126,380
Cambourne Offices	22,130	50,590	295,910	75,870	182,100	146,690	106,220	879,510	130,430	0	1,009,940
Central Expenses	7,650	18,330	102,810	27,150	65,680	58,950	44,560	325,130	0	0	325,130
Central Support	9,220	22,080	123,820	32,710	79,100	63,730	44,720	375,380	0	0	375,380
Intercharging between Departments for the activities specified below*	5,190	113,050	(1,626,950)	187,250	460,080	506,940	354,440	0	0	0	0
TOTAL EXPENDITURE	716,330	1,161,140	5,270,340	1,877,110	3,834,590	3,465,490	2,923,960	19,248,960	130,430	(270,000)	19,109,390
INCOME											
Recharges to:											
Waterbeach Depot	0	0	(730)	0	0	0	(11,160)	(11,890)	0	0	(11,890)
Cambourne Offices	0	0	(11,550)	0	0	(131,850)	(880)	(144,280)	0	0	(144,280)
Central Expenses	0	0	(27,600)	0	(1,130)	0	(53,450)	(82,180)	0	0	(82,180)
Central Support	(4,390)	(118,240)	(87,380)	0	(6,550)	(36,330)	(11,890)	(264,780)	0	0	(264,780)
TOTAL INCOME	(4,390)	(118,240)	(127,260)	0	(7,680)	(168,180)	(77,380)	(503,130)	0	0	(503,130)
UNALLOCATED: General Fund	0	0	0	0	0	0	0	0	0	213,300	213,300
HRA/Capital	0	0	0	0	0	0	0	0	0	56,700	56,700
NET RECHARGES TO SERVICES	711,940	1,042,900	5,143,080	1,877,110	3,826,910	3,297,310	2,846,580	18,745,830	130,430	0	18,876,260

*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.

CORPORATE TOTAL				
Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
	EXPENDITURE			
	Employees			
11,841,411	Salaries	13,759,440	13,223,500	14,670,260
167,895	Appointment of New Staff	42,660	149,060	73,250
403,792	Agency Staff	77,330	426,630	51,180
52,385	Training	79,040	72,700	65,620
7,318	Other	270	4,020	390
	Premises Related Expenses			
1,545	Garage Rents	1,000	1,020	1,040
18,447	Repairs and Maintenance	5,250	5,250	5,380
531	Other	0	0	0
	Transport Related Expenses			
406,987	Car Allowances	475,590	452,290	474,110
	Supplies and Services			
126,006	Equipment, Furniture and Materials	109,630	119,790	107,420
4,383	Clothing and Laundry	4,040	3,230	3,720
64,579	Printing, Stationery and Office Exps	72,310	67,070	71,060
38,152	Books and Manuals	37,570	37,760	39,180
80,535	Internal Audit Fees	82,550	83,840	87,200
17,655	Legal	6,500	7,300	6,000
240	Bank Charges	0	0	0
	Services			
126,716	Professional and Consultancy	147,750	209,150	75,440
30,577	Data Capture	33,020	32,020	59,700
23,122	Other	34,760	39,810	35,000
	Communications and Computing			
112,973	Postage	128,500	101,840	102,930
60,068	Telephones	66,400	60,690	63,050
11,777	Purchase of Equipment	17,870	37,490	18,980
101,499	Software	97,510	140,450	48,090
16,682	Development of Orchard	18,450	19,900	17,800
201,405	Repairs and Maintenance	246,740	265,560	282,300
4,647	Rental and Operational Leases	3,190	890	1,800
358	Debit Cards	650	350	400
0	Materials	0	0	0
99	Stationery	0	0	100
8,294	Insurance	8,680	8,740	8,900
	Expenses			
12,936	Staff Subsistence	14,170	13,280	14,160
91,473	Seminars and Courses	109,980	104,690	100,200
	Grants and Subscriptions			
41,756	Subscriptions to Professional Bodies	52,440	51,630	54,310
	Miscellaneous			
24,828	Other	29,590	25,750	31,110
	Agency and Contracted Services			
644,094	External Contractors	676,500	676,500	683,580
	Capital Financing Costs			
413,407	Capital Charges	430,320	347,940	346,850
	Income			
(63,392)	Deferred Government Grants	0	(2,080)	(20,000)
(49,505)	Government Grants	(33,500)	(83,480)	0
(137,578)	Other	(189,110)	(118,720)	(37,950)
14,908,097	TOTAL NET EXPENDITURE	16,647,090	16,585,860	17,542,560
0	Unallocated reduction for vacancies	(255,000)	(42,000)	(270,000)
0	Unallocated reduction for training underspendings	(50,000)	0	0
0	Unallocated provision for Single Status	90,000	0	0
14,908,097	TOTAL DIRECT EXPENDITURE SUMMARY	16,432,090	16,543,860	17,272,560

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
CHIEF OFFICERS & HOUSING FUTURES				
EXPENDITURE				
Employees				
614,683	Salaries	458,180	701,580	638,510
6,834	Appointment of New Staff	0	20,000	0
25,758	Agency Staff	0	0	0
0	Training	0	0	0
2,991	Other	0	0	0
Premises Related Expenses				
168	Other	0	0	0
Transport Related Expenses				
13,478	Car Allowances	12,270	19,600	14,830
Supplies and Services				
4,912	Equipment, Furniture and Materials	1,040	2,280	860
393	Clothing and Laundry	0	0	0
2,296	Printing, Stationery and Office Exps	2,150	2,800	2,180
1,904	Books and Manuals	2,400	1,730	2,030
14	Legal	0	0	0
Services				
1,844	Professional and Consultancy	10,000	4,000	8,000
0	Other	0	0	0
Communications and Computing				
385	Postage	300	60	60
2,202	Telephones	1,320	1,630	1,220
0	Purchase of Equipment	0	0	0
1,215	Software	0	0	0
291	Repairs and Maintenance	240	240	240
32	Insurance	30	30	30
Expenses				
835	Staff Subsistence	1,290	2,030	2,060
3,036	Seminars and Courses	5,310	4,700	5,040
Grants and Subscriptions				
2,132	Subscriptions to Professional Bodies	3,230	2,200	2,080
Miscellaneous				
624	Other	80	0	0
Income				
(45,250)	Other	(80)	(5,000)	(5,000)
640,777	TOTAL NET EXPENDITURE	497,760	757,880	672,140

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
COMMUNITY & CUSTOMER SERVICES				
EXPENDITURE				
Employees				
662,168	Salaries	852,050	740,140	883,130
27,472	Appointment of New Staff	4,630	12,410	38,250
9,584	Agency Staff	1,030	400	2,410
2,780	Training	0	2,400	0
474	Other	0	1,060	120
Premises Related Expenses				
216	Garage Rents	0	0	0
0	Repairs and Maintenance	0	0	0
0	Other	0	0	0
Transport Related Expenses				
9,918	Car Allowances	13,520	10,970	13,710
Supplies and Services				
4,808	Equipment, Furniture and Materials	1,750	600	1,860
792	Clothing and Laundry	800	660	800
2,574	Printing, Stationery and Office Exps	1,530	1,480	2,030
2,433	Books and Manuals	1,650	1,410	1,130
0	Internal Audit Fees	0	0	0
0	Legal	0	0	0
0	Bank Charges	0	0	0
Services				
0	Professional and Consultancy	0	0	0
0	Data Capture	0	0	0
736	Other	990	1,200	1,000
Communications and Computing				
975	Postage	200	100	200
503	Telephones	760	530	760
0	Purchase of Equipment	0	0	0
0	Software	0	0	0
0	Repairs and Maintenance	0	0	0
0	Rental and Operational Leases	0	0	0
0	Debit Cards	0	0	0
0	Materials	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
Expenses				
430	Staff Subsistence	410	510	540
5,897	Seminars and Courses	10,410	8,430	9,800
Grants and Subscriptions				
436	Subscriptions to Professional Bodies	1,020	1,000	1,200
Miscellaneous				
136	Other	230	570	150
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Government Grants	0	0	0
(22,205)	Other	0	(500)	0
710,127	TOTAL NET EXPENDITURE	890,980	783,370	957,090

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
CORPORATE SERVICES (Excluding ICT)				
EXPENDITURE				
Employees				
2,846,305	Salaries	3,316,360	3,127,850	3,487,280
39,988	Appointment of New Staff	19,120	14,760	18,090
260,216	Agency Staff	40,030	227,720	23,200
21,545	Training	20,800	12,900	10,560
2,136	Other	0	570	0
Premises Related Expenses				
1,329	Garage Rents	1,000	1,020	1,040
0	Repairs and Maintenance	0	0	0
147	Other	0	0	0
Transport Related Expenses				
41,331	Car Allowances	43,000	42,460	43,380
Supplies and Services				
84,793	Equipment, Furniture and Materials	85,030	92,030	84,390
183	Clothing and Laundry	0	0	0
33,657	Printing, Stationery and Office Exps	47,260	37,780	41,650
27,086	Books and Manuals	26,860	28,620	29,160
80,535	Internal Audit Fees	82,550	83,840	87,200
6,357	Legal	6,500	6,300	6,000
240	Bank Charges	0	0	0
Services				
3,837	Professional and Consultancy	2,750	23,820	14,000
0	Data Capture	2,320	2,320	0
7,504	Other	6,630	6,500	6,500
Communications and Computing				
72,306	Postage	80,910	70,800	70,840
735	Telephones	1,510	820	820
1,063	Purchase of Equipment	110	1,290	0
38,869	Software	16,170	41,800	8,360
2,364	Repairs and Maintenance	3,130	10,220	10,230
3,121	Rental and Operational Leases	3,190	0	0
358	Debit Cards	650	350	400
0	Materials	0	0	0
0	Stationery	0	0	100
268	Insurance	270	270	280
Expenses				
2,181	Staff Subsistence	3,640	2,710	2,790
32,339	Seminars and Courses	31,510	32,430	29,320
Grants and Subscriptions				
14,564	Subscriptions to Professional Bodies	19,180	16,130	16,890
Miscellaneous				
901	Other	3,580	1,620	1,330
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
(49,505)	Government Grants	(33,500)	(83,480)	0
(8,521)	Other	(30,580)	(12,840)	(5,280)
3,568,232	TOTAL NET EXPENDITURE	3,799,980	3,790,610	3,988,530

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
CORPORATE SERVICES				
INFORMATION AND COMMUNICATIONS TECHNOLOGY				
EXPENDITURE				
Employees				
701,851	Salaries	772,070	782,410	897,420
1,234	Appointment of New Staff	4,410	2,600	4,410
14,035	Agency Staff	0	0	0
6,128	Training	25,370	21,500	21,500
26	Other	0	0	0
Premises Related Expenses				
18,447	Repairs and Maintenance	5,250	5,250	5,380
17	Other	0	0	0
Transport Related Expenses				
7,792	Car Allowances	6,890	4,200	4,680
Supplies and Services				
3,852	Equipment, Furniture and Materials	720	720	720
0	Clothing & Laundry	0	50	0
395	Printing, Stationery and Office Exps	710	2,400	2,450
129	Books and Manuals	100	100	100
0	Legal	0	0	0
Services				
55,553	Professional and Consultancy	53,850	76,620	34,510
0	Other	0	0	0
Communications and Computing				
248	Postage	330	200	330
44,242	Telephones	45,670	44,700	46,860
8,614	Purchase of Equipment	17,350	32,350	17,780
53,375	Software	76,740	86,070	36,140
16,682	Development of Orchard	18,450	19,900	17,800
198,750	Repairs and Maintenance	243,370	254,900	271,630
1,526	Rental and Operational Leases	0	0	0
0	Materials	0	0	0
99	Stationery	0	0	0
4,601	Insurance	5,000	4,810	4,930
Expenses				
1,138	Staff Subsistence	1,660	660	1,150
2,294	Seminars and Courses	5,000	3,000	4,350
Grants and Subscriptions				
3,695	Subscriptions to Professional Bodies	3,470	3,850	3,850
Agency and Contracted Services				
644,094	External Contractors	676,500	676,500	683,580
Capital Financing Costs				
413,302	Capital Charges	430,220	347,630	346,650
Income				
(63,392)	Deferred Government Grants	0	(2,080)	(20,000)
0	Government Grants	0	0	0
0	Other	0	(19,400)	0
<u>2,138,727</u>	TOTAL NET EXPENDITURE	<u>2,393,130</u>	<u>2,348,940</u>	<u>2,386,220</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
	NEW COMMUNITIES			
	EXPENDITURE			
	Employees			
779,719	Salaries	1,217,420	1,104,900	1,464,310
11,349	Appointment of New Staff	0	49,350	0
0	Agency Staff	0	32,000	0
0	Training	2,500	2,570	4,320
210	Other	0	110	0
	Premises			
0	Garage Rents	0	0	0
0	Other	0	0	0
	Transport Related Expenses			
22,132	Car Allowances	35,100	36,770	42,210
	Supplies and Services			
1,391	Equipment, Furniture and Materials	550	1,670	1,250
0	Clothing and Laundry	0	150	100
1,806	Printing, Stationery and Office Exps	650	1,930	1,950
324	Books and Manuals	970	670	1,300
0	Legal	0	0	0
	Services			
0	Professional and Consultancy	50,000	0	0
0	Data Capture	0	0	0
0	Other	0	50	0
	Communications and Computing			
1,310	Postage	2,040	1,570	1,710
627	Telephones	630	460	560
0	Purchase of Equipment	0	0	0
455	Software	0	0	0
0	Repairs and Maintenance	0	0	0
0	Materials	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
	Expenses			
924	Staff Subsistence	1,050	870	1,280
4,543	Seminars and Courses	5,530	6,790	6,450
	Grants and Subscriptions			
2,747	Subscriptions to Professional Bodies	3,020	3,920	6,000
	Miscellaneous			
0	Other	0	0	22,690
	Capital Financing Costs			
0	Capital Charges	0	0	0
	Income			
0	Other	(83,210)	0	0
827,537	TOTAL NET EXPENDITURE	1,236,250	1,243,780	1,554,130

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
PLANNING SERVICES				
EXPENDITURE				
Employees				
2,419,909	Salaries	2,772,380	2,536,520	2,811,310
36,646	Appointment of New Staff	0	15,130	0
4,658	Agency Staff	0	0	0
11,514	Training	14,940	14,250	11,340
0	Other	0	900	0
Premises				
0	Garage Rents	0	0	0
199	Other	0	0	0
Transport Related Expenses				
97,279	Car Allowances	117,910	107,200	115,990
Supplies and Services				
7,186	Equipment, Furniture and Materials	6,250	5,680	5,890
0	Clothing and Laundry	30	30	30
8,647	Printing, Stationery and Office Exps	5,420	4,760	5,110
1,646	Books and Manuals	1,460	1,710	1,410
0	Legal	0	1,000	0
Services				
12,830	Professional and Consultancy	10,500	42,850	0
30,577	Data Capture	30,700	29,700	59,700
0	Other	0	14,860	0
Communications and Computing				
19,687	Postage	23,420	11,750	12,060
1,279	Telephones	1,620	1,190	1,310
0	Purchase of Equipment	110	0	0
0	Software	0	2,630	0
0	Repairs and Maintenance	0	0	0
0	Materials	0	0	0
0	Stationery	0	0	0
488	Insurance	480	470	470
Expenses				
1,766	Staff Subsistence	1,490	1,530	1,550
8,779	Seminars and Courses	11,760	10,270	10,430
Grants and Subscriptions				
7,391	Subscriptions to Professional Bodies	9,020	9,690	8,830
Miscellaneous				
2,418	Other	1,950	1,950	2,000
Capital Financing Costs				
105	Capital Charges	100	310	200
Income				
(12,006)	Other	(10,500)	(33,150)	0
<u>2,660,998</u>	TOTAL NET EXPENDITURE	<u>2,999,040</u>	<u>2,781,230</u>	<u>3,047,630</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
AFFORDABLE HOMES				
EXPENDITURE				
Employees				
2,101,607	Salaries	2,476,090	2,342,490	2,474,430
25,070	Appointment of New Staff	2,000	28,530	0
81,754	Agency Staff	20,700	154,480	10,000
4,936	Training	5,600	10,750	10,790
257	Other	0	0	0
Premises Related Expenses				
0	Garage Rents	0	0	0
0	Other	0	0	0
Transport Related Expenses				
111,069	Car Allowances	123,570	111,810	116,970
Supplies and Services				
1,395	Equipment, Furniture and Materials	4,660	2,170	2,820
675	Clothing and Laundry	1,060	840	940
8,015	Printing, Stationery and Office Exps	8,130	8,370	9,090
1,098	Books and Manuals	850	620	770
0	Bank Charges	0	0	0
Services				
49,828	Professional & Consultancy	15,200	45,030	13,500
0	Data Capture	0	0	0
0	Other	0	0	0
Communications and Computing				
9,763	Postage	12,500	9,670	9,600
6,102	Telephones	7,830	6,040	5,950
2,100	Purchase of Equipment	300	3,100	0
3,877	Software	3,000	8,110	2,200
0	Repairs and Maintenance	0	200	200
0	Rental & Operational Leases	0	890	1,800
0	Materials	0	0	0
0	Stationery	0	0	0
0	Insurance	0	0	0
Expenses				
1,334	Staff Subsistence	1,630	1,450	1,470
10,750	Seminars and Courses	20,420	21,450	17,440
Grants and Subscriptions				
6,885	Subscriptions to Professional Bodies	7,280	9,240	9,580
Miscellaneous				
19,740	Other	23,000	20,770	0
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Government Grants	0	0	0
(49,375)	Other	(64,510)	(46,090)	(27,440)
<u>2,396,880</u>	TOTAL NET EXPENDITURE	<u>2,669,310</u>	<u>2,739,920</u>	<u>2,660,110</u>

Actual 2007/08 £		Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £
HEALTH AND ENVIRONMENTAL SERVICES				
EXPENDITURE				
Employees				
1,715,169	Salaries	1,894,890	1,887,610	2,013,870
19,302	Appointment of New Staff	12,500	6,280	12,500
7,787	Agency Staff	15,570	12,030	15,570
5,482	Training	9,830	8,330	7,110
1,224	Other	270	1,380	270
Premises Related Expenses				
0	Garage Rents	0	0	0
0	Other	0	0	0
Transport Related Expenses				
103,988	Car Allowances	123,330	119,280	122,340
Supplies and Services				
17,669	Equipment, Furniture and Materials	9,630	14,640	9,630
2,340	Clothing and Laundry	2,150	1,500	1,850
7,189	Printing, Stationery and Office Exps	6,460	7,550	6,600
3,532	Books and Manuals	3,280	2,900	3,280
11,284	Legal	0	0	0
0	Bank Charges	0	0	0
Services				
2,824	Professional & Consultancy	5,450	16,830	5,430
0	Data Capture	0	0	0
14,882	Other	27,140	17,200	27,500
Communications and Computing				
8,299	Postage	8,800	7,690	8,130
4,378	Telephones	7,060	5,320	5,570
0	Purchase of Equipment	0	750	1,200
3,708	Software	1,600	1,840	1,390
0	Repairs and Maintenance	0	0	0
0	Materials	0	0	0
0	Stationery	0	0	0
2,905	Insurance	2,900	3,160	3,190
Expenses				
4,328	Staff Subsistence	3,000	3,520	3,320
23,835	Seminars and Courses	20,040	17,620	17,370
Grants and Subscriptions				
3,906	Subscriptions to Professional Bodies	6,220	5,600	5,880
Miscellaneous				
1,009	Other	750	840	4,940
Capital Financing Costs				
0	Capital Charges	0	0	0
Income				
0	Government Grants	0	0	0
(221)	Other	(230)	(1,740)	(230)
1,964,819	TOTAL NET EXPENDITURE	2,160,640	2,140,130	2,276,710

CAPITAL PROGRAMME

Staffing and Central Overhead Accounts

	Notes	Actual 2007/08 £	Estimate 2008/09 £	Revised 2008/09 £	Estimate 2009/10 £	Estimate 2010/11 £	Estimate 2011/12 £
CAPITAL EXPENDITURE							
Finance Portfolio							
Administrative Buildings							
Dual use staff amenity /overflow car park	1	0	50,000	50,000	0	0	0
Waterbeach Telephone Improvements	1	0	10,000	10,000	0	0	0
Policy, Improvement and Communications Portfolio							
Corporate Services							
ICT Development (see box below)	2	293,579	329,000	383,750	605,500	159,000	9,000
TOTAL CAPITAL EXPENDITURE		<u>293,579</u>	<u>389,000</u>	<u>443,750</u>	<u>605,500</u>	<u>159,000</u>	<u>9,000</u>
FINANCED BY:							
Capital Receipts		293,579	389,000	383,750	550,500	144,000	9,000
Grants	3	0	0	60,000	55,000	15,000	0
TOTAL FINANCING		<u>293,579</u>	<u>389,000</u>	<u>443,750</u>	<u>605,500</u>	<u>159,000</u>	<u>9,000</u>

Memorandum Note :

ICT CURRENT PROGRAMME COMPARED WITH LAST YEAR:

Original Programme Base				329,000	429,000	429,000	0
Approvals:							
ICT Development rollovers from 2007/08	3			246,000			
ICT Capital Programme Reduction	2			(15,250)	(200,000)	(370,000)	0
ICT Service Bids							
GIS Systems Development (Camb H)	3	grant funded		60,000	55,000	15,000	0
Substitution programme	2			0	102,500	85,000	9,000
Used in other portfolios	2			0	(17,000)	0	0
Rephasing of Rollovers	4			(236,000)	236,000	0	0
TOTAL CURRENT ICT CAPITAL PROGRAMME AS ABOVE				<u>383,750</u>	<u>605,500</u>	<u>159,000</u>	<u>9,000</u>

Notes:

- 1 There is no change in the administrative buildings capital programme.
- 2 For ICT, there are large reductions in the base before adding the bids - the substitution programme. However, part of the substitution programme (£17,000) is being used in the Environmental Services capital programme. The net effect of the revised programme is to release £388,750 from the original capital programme.
- 3 The GIS System Development will proceed only if funded externally (from Cambridgeshire Horizons).
- 4 The approved ICT rollover is mostly rephased into 2009/10.