

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i>	ESTABLISHMENT COMMITTEE SUMMARY		<i>Original</i>	<i>Latest Approved</i>	<i>Original</i>
<i>2018-19</i>	<i>Analysis of Service Expenditure</i>		<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
<i>£'000</i>			<i>2019-20</i>	<i>2019-20</i>	<i>2020-21</i>
			<i>£'000</i>	<i>£'000</i>	<i>£'000</i>
	<b>LOCAL RISK</b>				
	<b>Expenditure</b>				
11,233	Employees		11,839	11,815	12,430
16	Premises Related Expenses		0	0	0
27	Transport Related Expenses		20	62	20
911	Supplies and Services		756	925	837
17	Third Party Payments		6	6	6
0	Contingencies		0	0	0
0	Unidentified Savings		(671)	(455)	(1,350)
0	Transfer to Reserve		0	72	0
<b>12,204</b>	<b>TOTAL Expenditure</b>		<b>11,950</b>	<b>12,353</b>	<b>11,943</b>
	<b>Income</b>				
(7)	Other Grants, Reimbursements and Contributions		(6)	(3,377)	(3,267)
(1,547)	Customer, Client Receipts		(1,449)	(1,565)	(1,423)
(66)	Transfers from Reserves		0	0	0
<b>(1,620)</b>	<b>TOTAL Income</b>		<b>(1,455)</b>	<b>(4,942)</b>	<b>(4,690)</b>
<b>10,584</b>	<b>TOTAL LOCAL RISK</b>	A	<b>10,495</b>	<b>7,411</b>	<b>7,253</b>
	<b>CENTRAL RISK</b>				
727	Employee Expenses		214	215	214
39	Premises Related Expenses		40	40	42
202	Supplies and Services		147	1,410	235
35	Third Party Payments		45	45	45
0	Capital Charges		47	0	0
0	Contingencies		16	16	16
<b>1,003</b>	<b>Total Expenditure</b>		<b>509</b>	<b>1,726</b>	<b>552</b>
(29)	Other Grants, Reimbursements and Contributions		(26)	(26)	(26)
(67)	Customer, Client Receipts		(200)	(200)	(200)
<b>(96)</b>	<b>Total Income</b>		<b>(226)</b>	<b>(226)</b>	<b>(226)</b>
<b>907</b>	<b>TOTAL CENTRAL RISK</b>	B	<b>283</b>	<b>1,500</b>	<b>326</b>
	<b>RECHARGES</b>				
2,181	Central Recharges		2,047	2,080	2,099
(37)	Recharges Within Fund		(30)	(34)	(33)
(628)	Recharges Across Funds		(156)	(1,336)	(174)
<b>1,516</b>	<b>TOTAL RECHARGES</b>	C	<b>1,861</b>	<b>710</b>	<b>1,892</b>
<b>(13,007)</b>	<b>RECOVERY OF CENTRAL SUPPORT COSTS</b>	D	<b>(12,639)</b>	<b>(9,621)</b>	<b>(9,471)</b>
<b>0</b>	<b>TOTAL NET EXPENDITURE</b>	A+B+C+D	<b>0</b>	<b>0</b>	<b>0</b>

<i>Actual</i>	SERVICES MANAGED		<i>Original</i>	<i>Latest Approved</i>	<i>Original</i>
<i>2018-19</i>			<i>Budget</i>	<i>Budget</i>	<i>Budget</i>
<i>£'000</i>			<i>2019-20</i>	<i>2019-20</i>	<i>2020-21</i>
			<i>£'000</i>	<i>£'000</i>	<i>£'000</i>
7,572	Town Clerk's Office		7,599	7,426	7,149
4,237	Comptroller and City Solicitor		3,922	1,099	1,049

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

1,198	Corporate Services		1,118	1,168	1,201
13,007			12,639	9,693	9,399
(13,007)	Recovery of Central Support Costs		(12,639)	(9,693)	(9,399)
0	TOTAL		0	0	0

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i> <i>2018-19</i> <i>£'000</i>	<b>TOWN CLERK'S OFFICE</b> <i>Town Clerk</i>	<i>Original</i> <i>Budget</i> <i>2019-20</i> <i>£'000</i>	<i>Latest Approved</i> <i>Budget</i> <i>2019-20</i> <i>£'000</i>	<i>Original</i> <i>Budget</i> <i>2020-21</i> <i>£'000</i>
	<b>LOCAL RISK</b>			
	<b>Expenditure</b>			
6,378	Direct Employee Expenses	6,650	6,485	6,812
40	Indirect Employee Expenses	39	38	38
<b>6,418</b>	<b>TOTAL Employees</b>	<b>6,689</b>	<b>6,523</b>	<b>6,850</b>
3	Repairs and Maintenance	0	0	0
<b>3</b>	<b>TOTAL Premises Related Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
18	Direct Transport Costs	0	11	11
4	Contract Hire and Operational Leases	0	46	4
3	Public Transport	14	3	3
1	Car Allowances	5	1	1
<b>26</b>	<b>TOTAL Transport Related Expenses</b>	<b>19</b>	<b>61</b>	<b>19</b>
20	Equipment, Furniture and Materials	17	17	17
1	Books	0	0	0
10	Catering	4	4	4
2	Clothes, Uniform and Laundry	1	1	1
35	Printing, Stationery	39	27	39
(2)	Fees and Services	41	40	40
46	Communications and Computing	35	31	31
7	Expenses	4	4	4
20	Grants and Subscriptions	35	34	39
0	Contributions to Provisions	0	0	0
<b>139</b>	<b>TOTAL Supplies and Services</b>	<b>176</b>	<b>158</b>	<b>175</b>
0	Contingencies	0		
<b>0</b>	<b>TOTAL Contingencies</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	Unidentified Savings	(311)	(269)	(826)
<b>0</b>	<b>TOTAL Unidentified Savings</b>	<b>(311)</b>	<b>(269)</b>	<b>(826)</b>
0	Transfer to Reserve	0	72	0
<b>0</b>	<b>TOTAL Transfer to Reserve</b>	<b>0</b>	<b>72</b>	<b>0</b>
<b>6,586</b>	<b>TOTAL Expenditure</b>	<b>6,573</b>	<b>6,545</b>	<b>6,218</b>
	<b>Income</b>			
0	Other Contributions	0	(171)	0
<b>0</b>	<b>TOTAL Other Grants, Reimbursements and Contributions</b>	<b>0</b>	<b>(171)</b>	<b>0</b>
(336)	Fees and Charges for Services, Use of Facilities	(333)	(318)	(318)
<b>(336)</b>	<b>TOTAL Customer, Client Receipts</b>	<b>(333)</b>	<b>(318)</b>	<b>(318)</b>
(66)	Transfers from Reserves	0	0	0
<b>(66)</b>	<b>TOTAL Transfers from Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	Transfer from Reserves	0	0	(72)
<b>0</b>	<b>TOTAL Transfer from Reserves</b>	<b>0</b>	<b>0</b>	<b>(72)</b>
<b>(402)</b>	<b>TOTAL Income</b>	<b>(333)</b>	<b>(489)</b>	<b>(390)</b>
<b>6,184</b>	<b>TOTAL LOCAL RISK</b>	<b>6,240</b>	<b>6,056</b>	<b>5,828</b>
	<b>CENTRAL RISK</b>			
479	Direct Employee Expenses	110	111	110
98	Indirect Employee Expenses	21	21	21

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i> <i>2018-19</i>	<b>TOWN CLERK'S OFFICE</b> <i>Town Clerk</i>	<i>Original</i> <i>Budget</i> <i>2019-20</i>	<i>Latest Approved</i> <i>Budget</i> <i>2019-20</i>	<i>Original</i> <i>Budget</i> <i>2020-21</i>
<b>577</b>	<b>TOTAL Employee Expenses</b>	<b>131</b>	<b>132</b>	<b>131</b>
37	Rent	37	37	39
2	Council Tax	2	2	2
0	Water	1	1	1
<b>39</b>	<b>TOTAL Premises</b>	<b>40</b>	<b>40</b>	<b>42</b>
25	Fees and Services - Transformation Fund	0	1,216	41
30	Communication and Computing	0	47	47
93	Grants and Subscriptions	98	98	98
<b>148</b>	<b>TOTAL Supplies and Services</b>	<b>98</b>	<b>1,361</b>	<b>186</b>
0	Amortisation	47	0	0
<b>0</b>	<b>Capital Charges</b>	<b>47</b>	<b>0</b>	<b>0</b>
<b>764</b>	<b>Total Expenditure</b>	<b>316</b>	<b>1,533</b>	<b>359</b>
(29)	Other Contributions	(26)	(26)	(26)
(29)	<b>Total Income</b>	<b>(26)</b>	<b>(26)</b>	<b>(26)</b>
<b>735</b>	<b>TOTAL CENTRAL RISK</b>	<b>290</b>	<b>1,507</b>	<b>333</b>
	<b>RECHARGES</b>			
	<b>Central Recharges</b>			
27	Liability insurance	32	27	28
540	Admin Buildings	528	559	587
25	Support Services	27	24	24
726	IS Recharge	668	623	556
<b>1,318</b>	<b>TOTAL Central Recharges</b>	<b>1,255</b>	<b>1,233</b>	<b>1,195</b>
	<b>Recharges Within Fund</b>			
(37)	Chauffeur Recharge - Finance	(30)	(34)	(33)
	<b>Recharges Across Funds</b>			
(139)	Electoral Registration - Finance - City's Fund	(156)	(119)	(133)
(489)	Transformation Fund	0	(1,217)	(41)
<b>653</b>	<b>TOTAL RECHARGES</b>	<b>1,069</b>	<b>(137)</b>	<b>988</b>
<b>(7,572)</b>	<b>RECOVERY OF CENTRAL SUPPORT COSTS</b>	<b>(7,599)</b>	<b>(7,426)</b>	<b>(7,149)</b>
<b>0</b>	<b>TOTAL NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i> 2018-19 £'000	<b>COMPTROLLER AND CITY SOLICITOR'S OFFICE</b> <i>Comptroller and City Solicitor</i>	<i>Original</i> <i>Budget</i> 2019-20 £'000	<i>Latest Approved</i> <i>Budget</i> 2019-20 £'000	<i>Original</i> <i>Budget</i> 2020-21 £'000
	<b>LOCAL RISK</b>			
	<b>Expenditure</b>			
4,264	Direct Employee Expenses	4,559	4,680	4,951
33	Indirect Employee Expenses	31	31	30
<b>4,297</b>	<b>TOTAL Employees</b>	<b>4,590</b>	<b>4,711</b>	<b>4,981</b>
1	Public Transport	1	1	1
<b>1</b>	<b>TOTAL Transport Related Expenses</b>	<b>1</b>	<b>1</b>	<b>1</b>
3	Equipment, Furniture and Materials	2	7	2
80	Books	75	75	40
1	Catering	1	1	1
0	Clothes, Uniform and Laundry	1	2	1
30	Printing, Stationery	23	15	15
59	Fees and Services	30	185	185
116	Communications and Computing	36	42	36
2	Expenses	2	1	1
12	Grants and Subscriptions	8	8	8
(4)	Contributions to Provisions	0	0	0
<b>299</b>	<b>TOTAL Supplies and Services</b>	<b>178</b>	<b>336</b>	<b>289</b>
0	Contingencies	0	0	0
<b>0</b>	<b>TOTAL Contingencies</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	Unidentified Savings	(360)	(186)	(524)
<b>0</b>	<b>TOTAL Unidentified Savings</b>	<b>(360)</b>	<b>(186)</b>	<b>(524)</b>
<b>4,597</b>	<b>TOTAL Expenditure</b>	<b>4,409</b>	<b>4,862</b>	<b>4,747</b>
	<b>Income</b>			
0	Other Contributions	0	(3,200)	(3,261)
<b>0</b>	<b>TOTAL Other Grants, Reimbursements and Contributions</b>	<b>0</b>	<b>(3,200)</b>	<b>(3,261)</b>
(888)	Fees and Charges for Services, Use of Facilities	(862)	(981)	(841)
<b>(888)</b>	<b>TOTAL Customer, Client Receipts</b>	<b>(862)</b>	<b>(981)</b>	<b>(841)</b>
<b>(888)</b>	<b>TOTAL Income</b>	<b>(862)</b>	<b>(4,181)</b>	<b>(4,102)</b>
<b>3,709</b>	<b>TOTAL LOCAL RISK</b>	<b>3,547</b>	<b>681</b>	<b>645</b>
	<b>CENTRAL RISK</b>			
0	Fees and Services	0	0	0
<b>0</b>	<b>TOTAL Supplies and Services</b>	<b>0</b>	<b>0</b>	<b>0</b>
(67)	Fees and Charges for Services, Use of Facilities	(200)	(200)	(200)
<b>(67)</b>	<b>TOTAL Customer, Client Receipts</b>	<b>(200)</b>	<b>(200)</b>	<b>(200)</b>
<b>(67)</b>	<b>TOTAL CENTRAL RISK</b>	<b>(200)</b>	<b>(200)</b>	<b>(200)</b>
	<b>RECHARGES</b>			
	<b>Central Recharges</b>			
12	Liability insurance	14	14	15
284	Admin Buildings	278	315	331
36	Support Services	46	40	40
263	IS Recharge	237	249	218
<b>595</b>	<b>TOTAL Central Recharges</b>	<b>575</b>	<b>618</b>	<b>604</b>
	<b>Recharges Across Funds</b>			
0	Departmental Admin	0	0	0
<b>595</b>	<b>TOTAL RECHARGES</b>	<b>575</b>	<b>618</b>	<b>604</b>
<b>(4,237)</b>	<b>RECOVERY OF CENTRAL SUPPORT COSTS</b>	<b>(3,922)</b>	<b>(1,099)</b>	<b>(1,049)</b>

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i> <i>2018-19</i>	COMPTROLLER AND CITY SOLICITOR'S OFFICE <i>Comptroller and City Solicitor</i>	<i>Original</i> <i>Budget</i> <i>2019-20</i>	<i>Latest Approved</i> <i>Budget</i> <i>2019-20</i>	<i>Original</i> <i>Budget</i> <i>2020-21</i>
<b>0</b>	<b>TOTAL NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i> 2018-19 £'000	<b>CORPORATE SERVICES</b> <i>Town Clerk</i>	<i>Original</i> <i>Budget</i> 2019-20 £'000	<i>Latest Approved</i> <i>Budget</i> 2019-20 £'000	<i>Original</i> <i>Budget</i> 2020-21 £'000
	<b>LOCAL RISK</b>			
	<b>Expenditure</b>			
484	Direct Employee Expenses	545	568	586
34	Indirect Employee Expenses	15	13	13
<b>518</b>	<b>TOTAL Employees</b>	<b>560</b>	<b>581</b>	<b>599</b>
13	Repairs and Maintenance	0	0	0
<b>13</b>	<b>TOTAL Premises Related Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	Direct Transport Costs	0	0	0
0	Public Transport	0	0	0
<b>0</b>	<b>TOTAL Transport Related Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
34	Equipment, Furniture and Materials	27	27	27
1	Books	0	0	0
19	Catering	24	24	24
47	Printing, Stationery	55	47	41
347	Fees and Services	280	245	230
8	Communications and Computing	2	74	37
1	Expenses	1	1	1
16	Grants and Subscriptions	13	13	13
<b>473</b>	<b>TOTAL Supplies and Services</b>	<b>402</b>	<b>431</b>	<b>373</b>
17	Private Contractors	6	6	6
<b>17</b>	<b>TOTAL Third Party Payments</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>1,021</b>	<b>TOTAL Expenditure</b>	<b>968</b>	<b>1,018</b>	<b>978</b>
	<b>Income</b>			
(7)	Other Contributions	(6)	(6)	(6)
<b>(7)</b>	<b>TOTAL Other Grants, Reimbursements and Contributions</b>	<b>(6)</b>	<b>(6)</b>	<b>(6)</b>
(323)	Fees and Charges for Services, Use of Facilities	(254)	(266)	(264)
<b>(323)</b>	<b>TOTAL Customer, Client Receipts</b>	<b>(254)</b>	<b>(266)</b>	<b>(264)</b>
<b>(330)</b>	<b>TOTAL Income</b>	<b>(260)</b>	<b>(272)</b>	<b>(270)</b>
<b>691</b>	<b>TOTAL LOCAL RISK</b>	<b>708</b>	<b>746</b>	<b>708</b>
	<b>CENTRAL RISK</b>			
123	Direct Employee Expenses	83	83	83
27	Indirect Employee Expenses	0	0	0
<b>150</b>	<b>TOTAL Employee Expenses</b>	<b>83</b>	<b>83</b>	<b>83</b>
0	Rents	0	0	0
<b>0</b>	<b>TOTAL Premises Related Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	Fees and Services	0	0	0
54	Communications and Computing	49	49	49
0	Expenses	0	0	0
0	Grants and Subscriptions	0	0	0
<b>54</b>	<b>TOTAL Supplies and Services</b>	<b>49</b>	<b>49</b>	<b>49</b>
35	Other Establishments	45	45	45
<b>35</b>	<b>TOTAL Third Party Payments</b>	<b>45</b>	<b>45</b>	<b>45</b>
0	Contingencies	16	16	16
<b>0</b>	<b>TOTAL Contingencies</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>239</b>	<b>TOTAL CENTRAL RISK</b>	<b>193</b>	<b>193</b>	<b>193</b>
	<b>RECHARGES</b>			
	<b>Central Recharges</b>			
3	Liability insurance	3	2	3
201	Admin Buildings	153	163	238
21	Support Services	23	23	23

# ESTABLISHMENT COMMITTEE - GUILDHALL ADMINISTRATION

<i>Actual</i> <i>2018-19</i>	<b>CORPORATE SERVICES</b> <i>Town Clerk</i>	<i>Original Budget 2019-20</i>	<i>Latest Approved Budget 2019-20</i>	<i>Original Budget 2020-21</i>
43	IS Recharge	38	41	36
<b>268</b>	<b>TOTAL Central Recharges</b>	<b>217</b>	<b>229</b>	<b>300</b>
<b>268</b>	<b>TOTAL RECHARGES</b>	<b>217</b>	<b>229</b>	<b>300</b>
<b>(1,198)</b>	<b>RECOVERY OF CENTRAL SUPPORT COSTS</b>	<b>(1,118)</b>	<b>(1,168)</b>	<b>(1,201)</b>
<b>0</b>	<b>TOTAL NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>