

Committee(s)	Dated:
Finance Committee	19 January 2021
Subject: Finance Committee Operational Budget Estimate 2021/22	Public
Does this proposal require extra revenue and/or capital spending?	N/A
If so, how much?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	Y
Report of: The Chamberlain	For Decision
Report author: Sonia Virdee & Grace Rawnsley, Chamberlain's Department	For Decision

Summary

The Chamberlain's Department is committed to delivering continuous improvement and savings across its portfolio of services. As part of this commitment, the Department has put forward a savings profile of 15% (£3.569m) for the 2021/22 local risk revenue budget which includes the 12% (£2.879m) organisational saving as well as a number of Fundamental Review Projects (£0.690m) aiming to drive departmental efficiency gains.

In December, RASC approved the reprofiling of fundamental review projects which have been impacted by COVID-19 or the Target Operating Model. The majority of FR projects for the Chamberlain's department were heavily impacted and have been delayed. However, through careful planning the Department will be able to meet some of their FR savings target in 2021/22, with the remainder re-phased into 2022/23 and have committed to an additional 3% budget saving to be achieved through these projects.

This report presents for approval the revenue budget for 2021/22 for the Chamberlain's Department. A further revenue budget for 2021/22 in relation to the full operational services directly overseen by your Committee can be found in Appendix 1 for approval.

Recommendations

Members are asked to:

- i) review and approve the Chamberlain's Departmental proposed revenue budget for 2021/22 as set out in table 1;
- ii) review and approve the full operational budget (£62.676m) of the committee as set out in Appendix 1.

- iii) note the approved capital and supplementary revenue projects budgets for 2021/22 (appendix 6);
- iv) authorise the Chamberlain to revise these budgets to allow for any further implications arising from Corporate Projects, other reviews and changes to the Cyclical Works Programme;
- v) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting be delegated to the Chamberlain.

Main Report

Background

1. This report seeks approval to the proposed revenue budget for 2021/22 in relation to the Chamberlain's Department. The overall budget is summarised in the following table.

Proposed Revenue Budget for 2021/22 Chamberlain's Department

2. This table shows a high-level summary of the Chamberlain's budget. Full details of the Finance Committee operational services are shown in Appendices 2 to 4.

Table 1	Original Budget	Latest Budget	Proposed Budget
Summary Revenue Budgets	2020-21	2020-21	2021-22
2020/21 and 2021/22 - by Chief Officer	£m	£m	£m
Local and Central Risk			
The Chamberlain	(37.477)	(37.613)	(34.785)
Total Direct Net Expenditure	(37.477)	(37.613)	(34.785)
Capital and Support Services	(2.943)	(2.943)	(2.634)
Total Net Expenditure	(40.420)	(40.556)	(37.419)

3. The proposed 2021/22 budget has been prepared within the resources allocated to the Chamberlain. It incorporates 12% savings which are required across Corporation budgets in 2021/22. The budget also includes Fundamental Review savings or income budgets where these impact in 2021/22.

The proposed 21/22 budget is net expenditure of £37.419m across local and central risk, and capital and support services – representing a decrease of £3.001m from 20/21 original budget. The decrease in budget can be explained by the 15% savings committed on the departmental local risk budget. This is partly offset by a £0.990m of invest to save funding to enable FR projects in 21/22 and 22/23, as well as some changes to central, and capital and support services. A summary table of the changes to the budget can be found below:

4. **Table 2: Changes to the Chamberlain's Budget between 20/21 and 21/22**

Local Risk	
	£m
CHB original budget 20/21	(23.994)
12% saving	2.879
FR projects (3%)	0.690
Total saving (15%)	3.569
Invest to save for FR projects	(0.990)
Adjustment to central recharges	0.219
CHB proposed budget 21/22	(21.196)
Central Risk	
CHB original budget 20/21	(13.483)
CHB proposed budget 21/22	(13.589)
Capital and Support Services	
CHB original budget 20/21	(2.943)
CHB proposed budget 21/22	(2.634)

5. The savings profile at a divisional level within the department and detailed below:

- a) **Chamberlain's General £0.772m decrease in net expenditure** – due to £0.918m being the share of the 12% savings target, Fundamental Review savings of £0.230m, plus return of centrally funded budgets of £0.128m which is no longer required. £0.530m invest to save allocated to budget to enable savings.
- b) **Chamberlain's Internal Audit £0.171m decrease in net expenditure** – due to £0.104m being the share of the 12% savings target and savings of £0.070m for the CIPFA Hub no longer being required.
- c) **Chamberlain's City Procurement £0.406m decrease in net expenditure** – largely due to £0.325m being the share of the 12% savings target, Fundamental Review savings of £0.040m, plus the transfer of £0.073m for the Responsible Procurement Manager post to Chamberlain's Business Support. As part of the movement from the implementation of TOM related costs will move over to FSD. £0.030m invest to save allocated to budget to enable savings.
- d) **Chamberlain's IT £1.189m decrease in net expenditure** – largely due to £1.231m being the share of the 12% savings target and Fundamental Review savings of £0.350m. £0.430m invest to save allocated to budget to enable savings.
- e) **Cost of Collection £0.498m decrease in net expenditure** – due to £0.208m being the share of the 12% savings target and Fundamental Review savings of £0.070m. There was also a decrease in central recharges of £0.220m.

- f) **Gresham £0.106m increase in net expenditure** – increase in the grant to Gresham College which is based on a 5-year funding arrangement agreed by Finance and Policy and Resources Committees in November 2019.

Staffing Statement

6. A summary staffing statement is set out in the following table. Staffing levels currently remain flat between 2020/21 and 2021/22 budgets, this is due to holding vacancies and flexible retirement proposals within the current establishment. These will be adjusted as TOM and 12% savings are allocated to specific service areas. Full details and breakdown of Finance Committee operational services staffing statement by Chief Officer is further presented in Appendix 5.

A summary staffing statement for the Chamberlain department is set out in the following table. Further detail is presented in Appendix 5.

Table 3 Finance Committee Operational Services staffing statement by Chief Officer	Latest Budget 2020-21		Proposed Budget 2021-22	
	Staffing Full-time equivalent	Estimated cost £m	Staffing Full-time equivalent	Estimated cost £m
Chamberlain	278.8	16.672	275.1	17.114

Draft Capital and Supplementary Revenue Project budgets for 2021/22

7. The latest estimated costs of the Committee's approved capital and supplementary revenue projects total £57.251m, with a breakdown presented at appendix 6.

Finance Committee Operational Service budgets 2021/22

8. Members of the Committee will note that the Finance Committee has a wider grouping of budgets directly under its responsibility. This amounts to £62.676m across budgets held by the Chamberlain's, City Surveyors, Town Clerk's, Mansion House, Remembrancer and Children and Community Services. This is detailed in Appendix 1.

Appendices

- Appendix 1 – Finance Committee Operational Services 2020/21 and 2021/22 budget estimates summary
- Appendix 2 – Finance Committee Operational Services 2020/21 and 2021/22 Summary Budget – by Risk, Fund and Chief Officer
- Appendix 3 – Movement from 2020/21 Original Budget to 2021/22 Proposed Budget
- Appendix 4 – Movement from 2020/21 Latest Approved Budget to 2020/21 Original Budget
- Appendix 5 – Finance Committee Operational Services Staffing Statement
- Appendix 6 – Capital and Supplementary Revenue Project budgets

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Finance Committee Operational Services Summary Budget

This appendix shows a high-level summary of Finance Committee operational services budgets. Further details are shown in Appendices 2 to 4.

Summary Revenue Budgets 2020/21 and 2021/22 - by Chief Officer	Original Budget 2020-21 £m	Latest Budget 2020-21 £m	Proposed Budget 2021-22 £m
Local Risk			
The Chamberlain	(23.994)	(24.216)	(21.196)
The Town Clerk	(0.038)	(0.038)	(0.033)
The City Surveyor	(13.291)	(11.598)	(11.180)
The Remembrancer	0.274	(0.811)	0.307
The Executive Director Mansion House and Old Bailey	(4.161)	(3.248)	(3.674)
Total Local Risk	(41.210)	(39.911)	(35.776)
Central Risk			
The Chamberlain	(13.483)	(13.397)	(13.589)
The Town Clerk	1.078	1.078	1.078
The City Surveyor	(5.172)	(5.295)	(4.397)
The Remembrancer	(0.186)	(0.186)	(0.186)
The Executive Director Mansion House and Old Bailey	(0.716)	(0.618)	(0.644)
Director of Community and Children's Services	(0.059)	(0.059)	(0.059)
Total Central Risk	(18.538)	(18.477)	(17.797)
Capital and Support Services	(9.354)	(9.365)	(9.103)
Committee Total	(69.102)	(67.753)	(62.676)

Finance Committee Operational Services

SUMMARY BY RISK				
Analysis of Service Expenditure by Risk	Original Budget 2020-21 £m	Latest Approved Budget 2020-21 £m	Proposed Budget 2021-22 £m	Movement 2020-21 ORI to 2021-22 ORI £m
LOCAL RISK <i>(budgets largely within direct control of Chief Officer)</i>				
EXPENDITURE				
Employees	(26.041)	(25.173)	(25.750)	0.291
Premises Related Expenses (note i)	(6.866)	(6.846)	(6.292)	0.574
Transport Related Expenses	(0.043)	(0.015)	(0.042)	0.001
Supplies & Services (note ii)	(9.572)	(9.764)	(8.513)	1.059
Third Pay Payments	(0.001)	(0.001)	(0.001)	-
Transfer to Reserves	(0.012)	(0.012)	-	0.012
Savings to be Applied	0.667	0.352	3.748	3.081
Total Expenditure	(41.868)	(41.459)	(36.850)	5.018
INCOME				
Grants, Reimbursements & Contributions (note iii)	4.107	4.169	4.188	0.081
Customer, Client Receipts (note iv)	3.374	1.937	3.504	0.130
Total Income	7.481	6.106	7.692	0.211
TOTAL LOCAL RISK (excl. R&M City Surveyor)	(34.387)	(35.353)	(29.158)	5.229
Repairs & Maintenance (City Surveyor)	(6.823)	(4.558)	(5.153)	1.670
TOTAL LOCAL RISK	(41.210)	(39.911)	(34.311)	6.899
CENTRAL RISK <i>(managed by Chief Officer but outturn can be strongly influenced by factors outside his/her control or are budgets of a corporate nature)</i>				
EXPENDITURE				
Employees	(0.672)	(0.754)	(0.780)	(0.108)
Premises Related Expenses (note v)	(22.801)	(22.801)	(22.161)	0.640
Transport Related Expenses (note vi)	(0.111)	(0.111)	(0.111)	-
Supplies & Services (note vii)	(3.063)	(3.391)	(3.034)	0.029
Council Tax Reduction Scheme	(0.247)	(0.247)	(0.247)	-
Contingency	(0.010)	(0.010)	(0.010)	-
Transfer Payments	(0.009)	(0.009)	(0.009)	-
Savings to be applied	1.500	1.500	1.500	-
Total Expenditure	(25.413)	(25.823)	(24.852)	0.561
INCOME				
Government Grants - Collection of NNDR	1.729	2.022	1.729	-
Other Grants, Reimbursements & Contributions (note viii)	1.991	2.171	2.171	0.180
Customer, Client Receipts (note ix)	3.155	3.153	3.155	-
Total Income	6.875	7.346	7.055	0.180
TOTAL CENTRAL RISK	(18.538)	(18.477)	(17.797)	0.741
TOTAL EXPENDITURE BEFORE SUPPORT SERVICES AND CAPITAL CHARGES	(59.748)	(58.388)	(52.108)	7.640
Revised Rephasing of FR savings	-	-	(1.465)	(1.465)
CONTINUED ON NEXT PAGE				

Analysis of Service Expenditure by Risk	Original Budget 2020-21 £m	Latest Approved Budget 2020-21 £m	Proposed Budget 2021-22 £m	Movement 2020-21 ORI to 2021-22 ORI £m
CONTINUED FROM PREVIOUS PAGE				
SUPPORT SERVICES AND CAPITAL CHARGES				
Central Support Services	(5.976)	(5.976)	(5.603)	0.373
Capital Charges	(5.016)	(5.016)	(5.016)	-
Recharges Within Fund	2.000	1.989	1.878	(0.122)
Recharges Across Funds	(0.362)	(0.362)	(0.362)	-
Total Support Services and Capital Charges	(9.354)	(9.365)	(9.103)	0.251
TOTAL NET EXPENDITURE	(69.102)	(67.753)	(62.676)	6.426

ANALYSIS BY FUND				
City Fund	(10.418)	(8.386)	(8.293)	2.125
City's Cash	(2.538)	(2.882)	(3.009)	(0.471)
Guildhall Administration	(56.146)	(56.485)	(51.374)	4.772
TOTAL NET EXPENDITURE	(69.102)	(67.753)	(62.676)	6.426

ANALYSIS BY CHIEF OFFICER				
The Chamberlain	(40.420)	(40.556)	(37.419)	3.001
The Town Clerk	1.040	1.040	1.045	0.005
The City Surveyor	(19.249)	(17.694)	(16.414)	2.835
The Remembrancer	0.041	(1.040)	0.061	0.020
The Executive Director Mansion House and Old Bailey	(10.453)	(9.442)	(9.888)	0.565
Director of Community & Children's Services	(0.061)	(0.061)	(0.061)	-
TOTAL NET EXPENDITURE	(69.102)	(67.753)	(62.676)	6.426

* Appendix 5 includes total employee expenditure on local and central risk.

Notes

- (i) Premises Related Expenses (local risk) – operational costs of Central Criminal Court, Walbrook Wharf, Guildhall Complex, Mansion House and Mayor's Court.
- (ii) Supplies and Services (local risk) – equipment, furniture, materials, printing, professional fees, grants, subscriptions, communications and computing.
- (iii) Grants, Reimbursements and Contributions – primarily funding for the Central Criminal Court and the Mayor's Court from Her Majesty's Courts and Tribunals Service.
- (iv) Customer, Client Receipts (local risk) – letting of Guildhall function areas, recovery of court costs, services to London Councils, Chamberlain's Court merchandising, and other fees and charges.
- (v) Premises Related Expenses (central risk) – primarily premises insurance premiums together with the cost of national nondomestic rates for the Guildhall Complex and Central Criminal Court.
- (vi) Transport Related Expenses (central risk) – vehicle insurance.
- (vii) Supplies and Services (central risk) – primarily insurances other than premises and transport.
- (viii) Other Grants, Reimbursements and Contributions (central risk) – funding for the Central Criminal Court from Her Majesty's Courts and Tribunals Service.
- (ix) Customer, Client Receipts (central risk) – income received from the letting of Guildhall function areas, insurance commission, dividend income from the City's Reinsurance Captive Company and Gresham Estate income.

Finance Committee Operational Services
Movement from 2020/21 Original Budget to 2021/22 Proposed Budget

Analysis by Chief Officer and Division of Service - all risks	Original Budget 2020-21 £m	Movement (Original 2020-21 to Proposed 2021-22) £m	Proposed Budget 2021-22 £m	Notes
By Chief Officer				
The Chamberlain	(40.420)	2.951	(37.419)	
The Town Clerk	1.040	0.005	1.045	
The City Surveyor	(19.249)	2.835	(16.414)	
The Remembrancer	0.041	0.020	0.061	
The Executive Director Mansion House and Old Bailey	(10.453)	0.565	(9.888)	
Director of Community & Children's Services	(0.061)	-	(0.061)	
Chief Officer Totals	(69.102)	6.426	(62.676)	
By Division of Service				
<u>The Chamberlain</u>				
Chamberlain's - General	(22.577)	0.772	(21.805)	i
Chamberlain's - Internal Audit	(0.867)	0.171	(0.696)	ii
Chamberlain's - Business Support	(1.663)	0.032	(1.631)	
Chamberlain's - City Procurement	(3.192)	0.406	(2.786)	iii
Chamberlain's - IT	(10.704)	1.189	(9.515)	iv
Chamberlain's Court	(0.205)	0.039	(0.166)	
Cost of Collection	(0.883)	0.498	(0.385)	v
Gresham	(0.329)	(0.106)	(0.435)	vi
<u>The Town Clerk</u>				
Corporate Services - Town Clerk	1.040	0.005	1.045	
<u>The City Surveyor</u>				
Mayor's Court	(0.186)	0.135	(0.051)	vii
Walbrook Wharf	(1.552)	0.518	(1.034)	viii
Guildhall Complex - City Surveyor	(17.511)	2.182	(15.329)	ix
<u>The Remembrancer</u>				
Guildhall Complex - Remembrancer	0.368	0.020	0.388	
Corporate Services - Remembrancer	(0.327)	-	(0.327)	
<u>The Executive Director Mansion House and Old Bailey</u>				
Central Criminal Court	(8.174)	0.866	(7.308)	x
Shrieval Support	(0.306)	0.018	(0.288)	
Mansion House Premises	(1.973)	(0.319)	(2.292)	xi
<u>Director of Community & Children's Services</u>				
Gresham	(0.061)	-	(0.061)	
Division of Service Totals	(69.102)	6.426	(62.676)	

Overall, the proposed 2021/22 net revenue budget totals £62.676m, a decrease of £6.426m (9%) compared with the original budget of £69.102m for 2020/21. The main variations within this decrease are:

- i. **Chamberlain's General £0.772m decrease in net expenditure** – due to £0.918m being the share of the 12% savings target, Fundamental Review savings of £0.230m, plus return of centrally funded budgets of £0.128m which is no longer required. £0.530m invest to save allocated to budget to enable savings.
- ii. **Chamberlain's Internal Audit £0.171m decrease in net expenditure** – due to £0.104m being the share of the 12% savings target and savings of £0.070m for the CIPFA Hub no longer being required.
- iii. **Chamberlain's City Procurement £0.406m decrease in net expenditure** – largely due to £0.325m being the share of the 12% savings target, Fundamental Review savings of £0.040m, plus the transfer of £0.073m for the Responsible Procurement Manager post to Chamberlain's Business Support. As part of the movement from the implementation of TOM related costs will move over to FSD. £0.030m invest to save allocated to budget to enable savings.
- iv. **Chamberlain's IT £1.189m decrease in net expenditure** – largely due to £1.231m being the share of the 12% savings target and Fundamental Review savings of £0.350m. £0.430m invest to save allocated to budget to enable savings.
- v. **Cost of Collection £0.498m decrease in net expenditure** – due to £0.208m being the share of the 12% savings target and Fundamental Review savings of £0.070m. There was also a decrease in central recharges of £0.220m.
- vi. **Gresham £0.106m increase in net expenditure** – increase in the grant to Gresham College which is based on a new 5-year funding arrangement agreed by Finance and Policy and Resources Committees in November 2019.
- vii. **Mayor's Court £0.135m decrease in net expenditure** – due to no cyclical works scheduled to be undertaken in 2021/22.
- viii. **Walbrook Wharf £0.518m decrease in net expenditure** – largely due to £0.245m rephasing of the cyclical works programme over a four year period to smooth expenditure and £0.302m reduction in rates as a new tenant is meeting the office costs as part of the lease agreement.
- ix. **Guildhall Complex City Surveyor £2.182m decrease in net expenditure** – comprising £0.876m for the rephasing of the cyclical works programme which involves smoothing the three year programme into a fourth year, and a £0.772m reduction in security operational overtime costs, energy, cleaning and repairs and maintenance costs due to a lesser anticipated requirement after the Covid-

19 pandemic. Restructuring of security staff has reduced the need for overtime, cleaning and repairs and maintenance savings arise from negotiated savings with the contractor and improvements to the BMS system should see lower energy requirements. There is also a £0.338m reduction in rates which will now be met by a third party occupying the building, £0.135m reduction in catering due removal of the catering subsidy following the termination by the supplier of the catering provision in the Gild and a £0.053m reduction in central recharges. Members should note all these savings assume a lower workplace capacity due to new ways of working, and hence less wear and tear on the building. It also assumes that the cost to the Guildhall of providing events will be largely recovered through the trading account currently under discussion.

- x. **Central Criminal Court £0.866m decrease in net expenditure** – largely due to the rephasing of the cyclical works programme £0.752m over a four year period, an increase in the amount chargeable to Her Majesty's Court and Tribunal Service of £0.257m reflecting the proportion of central recharges that are able to be recharged, partly offset by an increase of £0.108m in Judge's staff costs as the new Recorder is now part of the Judge's Pension Scheme. Members should note there will be some additional costs due to the transitioning to the new gas boilers during the year. 95% of the cost should be recoverable from the Court Service and the budget for 2020/21 assumes this will be the case.
- xi. **Mansion House Premises £0.319m increase in net expenditure** – largely due to the increase in value of new cyclical work programme bids of £0.270m and an increase in corporate security contract costs of £0.085m, partly offset by reductions in various areas including cleaning and energy based on prior year spends.

Finance Committee Operational Services
Movement from 2020/21 Original Budget to 2020/21 Latest Budget

Analysis by Chief Officer and Division of Service - all risks	Original Budget 2020-21 £m	Movement (Original 2020-21 to Latest 2020-21) £m	Latest Budget 2020-21 £m	Notes
By Chief Officer				
The Chamberlain	(40.420)	(0.136)	(40.556)	
The Town Clerk	1.040	-	1.040	
The City Surveyor	(19.249)	1.555	(17.694)	
The Remembrancer	0.041	(1.081)	(1.040)	
The Executive Director Mansion House and Old Bailey	(10.453)	1.011	(9.442)	
Director of Community & Children's Services	(0.061)	-	(0.061)	
Chief Officer Totals	(69.102)	1.349	(67.753)	
By Division of Service				
<u>The Chamberlain</u>				
Chamberlain's - General	(22.577)	0.089	(22.488)	i
Chamberlain's - Internal Audit	(0.867)	0.004	(0.863)	
Chamberlain's - Business Support	(1.663)	(0.075)	(1.738)	ii
Chamberlain's - City Procurement	(3.192)	(0.131)	(3.323)	iii
Chamberlain's - IT	(10.704)	(0.308)	(11.012)	iv
Chamberlain's Court	(0.205)	(0.003)	(0.208)	
Cost of Collection	(0.883)	0.289	(0.594)	v
Gresham	(0.329)	(0.001)	(0.330)	
<u>The Town Clerk</u>				
Corporate Services - Town Clerk	1.040	-	1.040	
<u>The City Surveyor</u>				
Mayor's Court	(0.186)	0.105	(0.081)	vi
Walbrook Wharf	(1.552)	0.287	(1.265)	vii
Guildhall Complex - City Surveyor	(17.511)	1.163	(16.348)	viii
<u>The Remembrancer</u>				
Guildhall Complex - Remembrancer	0.368	(1.081)	(0.713)	ix
Corporate Services - Remembrancer	(0.327)	-	(0.327)	
<u>The Executive Director Mansion House and Old Bailey</u>				
Central Criminal Court	(8.174)	1.269	(6.905)	x
Shrieval Support	(0.306)	-	(0.306)	
Mansion House Premises	(1.973)	(0.258)	(2.231)	xi
<u>Director of Community & Children's Services</u>				
Gresham	(0.061)	-	(0.061)	
Division of Service Totals	(69.102)	1.349	(67.753)	

Figures in brackets indicate expenditure, increase in expenditure or decreases in income.

- i. **Chamberlain's General £0.089m decrease in net expenditure** – due to the removal of a centrally funded apprentice budget of £0.114m and the transfer of Fundamental Review costs of £0.050m to Chamberlain's IT, partly offset by one-off contribution pay of £0.075m.
- ii. **Chamberlain's Business Support £0.075m increase in net expenditure** – due to £0.073m budget and post transfer from Chamberlain's City Procurement for the Responsible Procurement Manager post and £0.002m one-off contribution pay.
- iii. **Chamberlain's City Procurement £0.131m increase in net expenditure** – due to an approved carry forward of £0.194m and £0.010m one-off contribution pay, partly offset by £0.073m budget and post transfer to Chamberlain's Business Support for the Responsible Procurement Manager post.
- iv. **Chamberlain's IT £0.308m increase in net expenditure** – mainly due to an approved carry forward of £0.153m as there were delays in the delivery of several projects in 2019/20 including; HR & Payroll works, MS Extended Support, and WIFI (which is part of the Fundamental Review savings and IT Transformation Programme) and £0.118m for costs relating to Covid-19 including fast track intune / Azure work, field support for the build and deploy of laptops, increase in the bandwidth at the data centre and additional IT support for direct access. There was also a transfer of Fundamental Review costs of £0.050m from Chamberlain's General to IT and £0.043m budget uplift for one-off contribution pay, partly offset by £0.056m transferred to Internal Audit to reduce the savings target in this area.
- v. **Cost of Collection £0.289m decrease in net expenditure** – mainly due to an increase in Government Grants of £0.293m.
- vi. **Mayor's Court £0.105m decrease in net expenditure** – mainly due to a reduction in the cyclical works programme.
- vii. **Walbrook Wharf £0.287m decrease in net expenditure** – mainly due to the re-phasing of the cyclical works programme over four years to smooth expenditure resulting in a £0.302m reduction.
- viii. **Guildhall Complex City Surveyor £1.163m decrease in net expenditure** - mainly relates to a reduction in cyclical works programme budgets of £1.101m due to re-phasing over a four year period to smooth expenditure, a reduction in staff costs of £0.205m on security operational overtime and agency cover due to the Covid-19 pandemic and the operational efficiencies from the reduced usage of the Guildhall, partly offset by £0.123m budget for the distribution from a single point for deliveries to Guildhall for Freight Consolidation.
- ix. **Guildhall Complex Remembrancer £1.081m increase in net expenditure** – mainly due to the expected loss of event income of £1.437m due to Covid-19,

partly offset by the corresponding savings of not holding any events on staff costs, supplies and services and transportation costs of £0.352m.

- x. **Central Criminal Court £1.269m decrease in net expenditure** – relates to a reduction of £1.015m on repairs and maintenance budgets due to the re-phasing of cyclical works programmes projects, £0.160m overspend carried forward from 2019/20, £0.242m increase in the amount chargeable to Her Majesty's Court and Tribunal Service reflecting the portion of central recharges that are chargeable, partly offset by an increase in staff costs of £0.070m due to additional staff overtime and cleaning staff required from the beginning of lockdown to ensure that the court could remain in operation throughout the Covid-19 pandemic and an increase to the staff costs of the Judges as the new Recorder has joined the Judges Pension Scheme.
- xi. **Mansion House Premises £0.258m increase in net expenditure** – largely due to £0.190m increase in the value of new cyclical work programme bids and an increase in the corporate security contract budget of £0.085m, partly offset by £0.017m decrease in Surveyor's cleaning budget.

Finance Committee Operational Services Staffing Statement by Chief Officer

Finance Committee Operational Services staffing statement by Chief Officer	Latest Budget 2020-21		Proposed Budget 2021-22	
	Staffing Full-time equivalent	Estimated cost £m	Staffing Full-time equivalent	Estimated cost £m
Chamberlain	278.8	16.672	275.1	17.114
Executive Director of Mansion House and Old Bailey	99.3	4.534	99.8	4.566
City Surveyor	61.0	3.509	61.0	3.425
Remembrancer	16.5	0.922	15.5	1.185
Community & Children's Services	0.7	0.030	0.7	0.030
Total	456.3	25.667	452.1	26.320

Staffing Statement	Latest Budget 2020-21		Proposed Budget 2021-22	
	Staffing Full-time equivalent	Estimated cost £m	Staffing Full-time equivalent	Estimated cost £m
Cost of Collection	27.8	1.302	27.8	1.499
Chamberlain's Court	5.4	0.240	4.4	0.220
Chamberlain's - General	124.7	7.450	124.8	7.447
Chamberlain's - Business Support	6.9	0.584	7.0	0.626
Chamberlain's - City Procurement	49.5	2.814	48.5	2.766
Chamberlain's - Internal Audit	10.3	0.692	10.8	0.769
Chamberlain's - IT	54.2	3.590	51.8	3.787
Total Chamberlain	278.8	16.672	275.1	17.114
Central Criminal Court (local risk)	92.3	3.642	92.8	3.649
Central Criminal Court - Judges' Pensions (central risk)	-	0.195	-	0.195
Central Criminal Court - Common Serjeant and Recorder (central risk)	2.0	0.459	2.0	0.485
Shrieval Support	5.0	0.238	5.0	0.237
Total Executive Director of Mansion House and Old Bailey	99.3	4.534	99.8	4.566
Walbrook Wharf	1.0	0.060	1.0	0.060
Guildhall Complex	60.0	3.449	60.0	3.365
Total City Surveyor (local risk)	61.0	3.509	61.0	3.425
Corporate Services (Parliamentary)	1.0	0.070	1.0	0.070
Guildhall Complex (local risk) (Administration & Attendants)	15.5	0.724	14.5	0.702
Guildhall Complex (local risk) (Event related)	-	0.128	-	0.413
Total Remembrancer	16.5	0.922	15.5	1.185
Gresham	0.7	0.030	0.7	0.030
Total Community & Children's Services (central risk)	0.7	0.030	0.7	0.030
Grand Total	456.3	25.667	452.1	26.320

Draft Capital and Supplementary Revenue Budgets

The latest estimated costs of the Committee's current approved capital and supplementary revenue projects are summarised in the Tables below.

	Project	Exp. Pre 01/04/20 £m	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Later Years £m	Total £m
	BRIDGE HOUSE ESTATES							
	<u>Recharges between Funds</u>							
	Corporate Capital Projects (BHE share)	-	0.032	-	-	-	-	0.032
	TOTAL BRIDGE HOUSE ESTATES	-	0.032	-	-	-	-	0.032

	Project	Exp. Pre 01/04/20 £m	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Later Years £m	Total £m
CITY'S CASH								
	<u>Recharges between Funds</u>							
	Corporate Capital Projects (City Fund and BHE contributions)	-	(0.552)	-	-	-	-	(0.552)
	<u>Pre-implementation</u>							
Guildhall Complex schemes:	Guildhall Cooling Plant Replacement	-	0.081	0.093	-	-	-	0.174
	Guildhall Installation of Public Address & Voice Alarm System	-	0.030	-	-	-	-	0.030
	Guildhall PAVA Installation & Door Locking Upgrade	-	0.073	-	-	-	-	0.073
	Guildhall Yard - Refurbishment/Replacement of Pavements	-	-	0.023	-	-	-	0.023
IT schemes:	Oracle Property Manager (OPN) Replacement	-	0.065	0.010	-	-	-	0.075
	Unified Communications Programme	0.025	-	0.035	-	-	-	0.060
Other schemes:	Citigen Energy Network Feasibility	0.084	0.016	-	-	-	-	0.100
	Magistrates Court External Repair Work	0.016	0.009	-	-	-	-	0.025
	<u>Authority to start work granted</u>							
Guildhall Complex schemes:	Accommodation & Ways of Working	0.749	0.191	-	-	-	-	0.940
	Visitors Toilet and Cloakroom	1.674	0.057	-	-	-	-	1.731
	Guildhall Event Chairs	0.392	0.084	-	-	-	-	0.476
IT schemes:	CoL IT Transformation PH2 - IT Service 2020 Contract	0.020	1.174	-	-	-	-	1.194
	Committee Rooms Audio Visual Equipment	-	0.175	-	-	-	-	0.175
	Customer Relationship Management	0.319	0.023	-	-	-	-	0.342
	Local Area Network (LAN) Refresh - CoL	2.681	0.013	-	-	-	-	2.694
	Security Assurance Testing	0.157	0.308	-	-	-	-	0.465
	Wide Area Network	3.121	0.189	-	-	-	-	3.310
Security schemes:	Guildhall Security - Bomb Blast Mitigation	0.283	0.074	-	-	-	-	0.357
	Guildhall Security CCTV & Intruder Alarms	1.451	0.476	-	-	-	-	1.927
	Guildhall Security Hostile Vehicle Mitigation	1.180	0.370	-	-	-	-	1.550
Other schemes:	Electric Vehicle Charging Points	0.097	0.001	-	-	-	-	0.098
	TOTAL CITY'S CASH	12.249	2.857	0.161	-	-	-	15.267
	TOTAL FINANCE	38.576	9.286	4.399	4.974	0.016	-	57.251

Notes

1. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. These figures exclude the implementation costs of those schemes which have yet to receive authority to start work.
2. There are a significant number of schemes in flight which have received authority to start work - mainly relating to the Central Criminal Court, the Guildhall Complex and IT.
3. Recharges between funds reflect contributions from City Fund and Bridge House Estates towards the cost of corporate Guildhall Complex and IT schemes which are initially borne by City's Cash.
4. The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2021.