

Summary of PDG

Service Unit	2018/19 Actual	2019/20 Budget	2020/21 Budget	Movement
SCM01 Leadership Team	504,097	485,280	487,810	2,530
SCM02 Corporate Functions	76,796	83,810	85,530	1,720
SCM03 Corporate Fees	239,282	217,990	226,720	8,730
SCM06 Pension Backfunding	1,340,967	909,440	919,310	9,870
SFP01 Accountancy Services	404,278	411,470	432,050	20,580
SFP02 Internal Audit	87,247	92,100	92,100	0
SFP03 Procurement	83,822	111,400	119,850	8,450
SFP04 Purchase Ledger	50,547	46,990	46,650	-340
SFP05 Sales Ledger	43,748	45,360	45,540	180
SHR01 Human Resources	318,453	329,580	349,070	19,490
SHR02 Mddc Staff Training	27,632	33,040	33,750	710
SHR03 Payroll	58,881	56,300	48,550	-7,750
SHR04 Learning And Development	49,685	46,170	52,580	6,410
SIT01 It Gazetteer Management	70,315	70,580	72,040	1,460
SIT03 It Information Technology	881,091	902,030	888,870	-13,160
SLD01 Electoral Registration	136,504	197,020	202,250	5,230
SLD02 Democratic Rep And Management	467,504	477,680	482,470	4,790
SLD04 Legal Services	280,518	347,790	353,090	5,300
	5,121,367	4,864,030	4,938,230	74,200

CABINET PDG 2020/21 Service Unit Budgets

SCM01 Leadership Team

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	492,628	483,260	485,790	2,530
3000	Transport	2,453	3,010	3,010	0
4000	Cost Of Goods And Services	16,030	6,010	6,010	0
7000	Income	(7,015)	(7,000)	(7,000)	0
	Sum:	504,097	485,280	487,810	2,530

Cost Centre	Cost Centre Name	2020/21 Budget
CM100	Leadership Team	487,810
	Sum:	487,810

Major cost increases

No movement to report

Major cost decreases and changes in income

No movement to report

SCM02 Corporate Functions

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	83,883	83,210	84,830	1,620
3000	Transport	258	100	200	100
4000	Cost Of Goods And Services	757	500	500	0
7000	Income	(8,103)	0	0	0
	Sum:	76,796	83,810	85,530	1,720

Cost Centre	Cost Centre Name	2020/21 Budget
CM210	Performance, Governance & Data	85,530
CM220	Brexit	0
	Sum:	85,530

Major cost increases

No movement to report

Major cost decreases and changes in income

No movement to report

SCM03 Corporate Fees

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	45,493	69,200	56,820	(12,380)
4000	Cost Of Goods And Services	173,386	148,790	169,900	21,110
7000	Income	20,403	0	0	0
	Sum:	239,282	217,990	226,720	8,730

Cost Centre	Cost Centre Name	2020/21 Budget
CM300	Corporate Fees	218,030
CM340	Unison	8,690
	Sum:	226,720

Major cost increases

Primarily relates to an increase in the external audit fees

Major cost decreases and changes in income

Apportionment of Apprenticeship Levy across the Council

SCM06 Pension Backfunding

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	1,339,912	908,040	917,910	9,870
4000	Cost Of Goods And Services	1,055	1,400	1,400	0
	Sum:	1,340,967	909,440	919,310	9,870

Cost Centre	Cost Centre Name	2020/21 Budget
CM600	Pension Backfunding	919,310
	Sum:	919,310

Major cost increases

No movement to report

Major cost decreases and changes in income

No movement to report

SFP01 Accountancy Services

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	363,671	363,590	364,240	650
3000	Transport	798	800	700	(100)
4000	Cost Of Goods And Services	40,313	47,080	67,710	20,630
7000	Income	(505)	0	(600)	(600)
	Sum:	404,278	411,470	432,050	20,580

Cost Centre	Cost Centre Name	2020/21 Budget
FP100	Accountancy Services	432,050
	Sum:	432,050

Major cost increases

Increase in software budget (£20k) for the upgrade of AIM (access income management system) is **fully funded** from the ICT replacement sinking fund.

Major cost decreases and changes in income

No movement to report

SFP02 Internal Audit

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
4000	Cost Of Goods And Services	87,247	92,100	92,100	0
	Sum:	87,247	92,100	92,100	0

Cost Centre	Cost Centre Name	2020/21 Budget
FP200	Internal Audit	92,100
	Sum:	92,100

Major cost increases

No movement to report.

Major cost decreases and changes in income

No movement to report.

SFP03 Procurement

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	83,014	106,510	114,960	8,450
3000	Transport	639	400	400	0
4000	Cost Of Goods And Services	5,029	4,490	4,490	0
7000	Income	(4,859)	0	0	0
	Sum:	83,822	111,400	119,850	8,450

Cost Centre	Cost Centre Name	2020/21 Budget
FP300	Procurement	119,850
	Sum:	119,850

Major cost increases

Salaries - Increase in SCP and Apprentice rate

Major cost decreases and changes in income

No movement to report.

SFP04 Purchase Ledger

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	47,535	43,750	43,940	190
3000	Transport	25	40	40	0
4000	Cost Of Goods And Services	2,988	3,200	2,670	(530)
	Sum:	50,547	46,990	46,650	(340)

Cost Centre	Cost Centre Name	2020/21 Budget
FP400	Purchase Ledger	46,650
	Sum:	46,650

Major cost increases

No movement to report.

Major cost decreases and changes in income

No movement to report.

SFP05 Sales Ledger

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	42,240	43,750	43,940	190
3000	Transport	25	40	30	(10)
4000	Cost Of Goods And Services	1,484	1,570	1,570	0
	Sum:	43,748	45,360	45,540	180

Cost Centre	Cost Centre Name	2020/21 Budget
FP500	Sales Ledger	45,540
	Sum:	45,540

Major cost increases

No movement to report.

Major cost decreases and changes in income

No movement to report.

SHR01 Human Resources

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	260,363	294,990	316,610	21,620
3000	Transport	2,723	2,120	2,970	850
4000	Cost Of Goods And Services	55,367	32,470	29,490	(2,980)
	Sum:	318,453	329,580	349,070	19,490

Cost Centre	Cost Centre Name	2020/21 Budget
HR100	Human Resources	314,420
HR500	Health & Wellbeing	0
HR600	Health & Safety Officer	34,650
	Sum:	349,070

Major cost increases

Salaries - Inflation & approved restructure has increased salary base - partially off-set by salary savings within Payroll.

Major cost decreases and changes in income

No movement to report.

SHR02 Mddc Staff Training

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	28,081	33,040	33,750	710
4000	Cost Of Goods And Services	76	0	0	0
7000	Income	(525)	0	0	0
	Sum:	27,632	33,040	33,750	710

Cost Centre	Cost Centre Name	2020/21 Budget
HR200	Staff Development Training	33,750
	Sum:	33,750

Major cost increases

No movement to report.

Major cost decreases and changes in income

No movement to report.

SHR03 Payroll

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	58,470	56,100	48,350	(7,750)
4000	Cost Of Goods And Services	411	200	200	0
	Sum:	58,881	56,300	48,550	(7,750)

Cost Centre	Cost Centre Name	2020/21 Budget
HR300	Payroll	48,550
	Sum:	48,550

Major cost increases

Salaries - Approved restructure has resulted in a salary decrease.

Major cost decreases and changes in income

No movement to report.

SHR04 Learning And Development

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	38,496	34,600	41,010	6,410
3000	Transport	448	380	380	0
4000	Cost Of Goods And Services	10,741	11,190	11,190	0

	Sum:	49,685	46,170	52,580	6,410
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Cost Centre	Cost Centre Name	2020/21 Budget
HR400	Learning & Development	52,580
	Sum:	52,580

Major cost increases

Salaries - Approved restructure has resulted in salary increase.

Major cost decreases and changes in income

No movement to report.

SIT01 It Gazetteer Management

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	67,546	66,490	67,830	1,340
3000	Transport	31	50	50	0
4000	Cost Of Goods And Services	4,241	4,040	4,160	120
7000	Income	(1,503)	0	0	0
	Sum:	70,315	70,580	72,040	1,460

Cost Centre	Cost Centre Name	2020/21 Budget
IT100	Gazetteer Management	72,040
	Sum:	72,040

Major cost increases

No major movement to report.

Major cost decreases and changes in income

No major movement to report.

SIT03 It Information Technology

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	501,837	483,710	496,800	13,090
3000	Transport	639	970	970	0
4000	Cost Of Goods And Services	378,619	417,350	391,700	(25,650)
7000	Income	(4)	0	(600)	(600)
	Sum:	881,091	902,030	888,870	(13,160)

Cost Centre	Cost Centre Name	2020/21 Budget
IT300	Central Telephones	31,000
IT400	I.T. Network & Hardware	74,000
IT500	I.T. Software Support & Maint.	235,430
IT600	I.T. Staff Unit	309,440
IT700	Cyber Security	32,300
IT800	Phoenix House Printing	16,300
IT900	Digital Services	190,400
	Sum:	888,870

Major cost increases

Employees - salary inflation and movement in SCP.
 Software - Idox support fees, increase budget for enterprise element £11k.
 Support and maintenance for new contact centre £8k.

Major cost decreases and changes in income

Software - Client access licence which was a perpetual licence purchased in 19-20, so budget can be removed in 20-21 (£45k).

SLD01A Election Costs

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	4,861	0	0	0
2000	Premises	0	0	0	0
4000	Cost Of Goods And Services	12,015	0	0	0
7000	Income	(9,592)	0	0	0
	Sum:	7,284	0	0	0

Cost Centre	Cost Centre Name	2020/21 Budget
LD200	Election Costs - Parishes	0
LD201	Election Costs - District	0
LD202	Election Costs - General	0
LD203	Election Costs - European	0
LD204	Election Costs - County	0
LD206	Police Com Election	0
	Sum:	0

Major cost increases

No movement to report.

Major cost decreases and changes in income

No movement to report.

SLD01 Electoral Registration

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	108,053	108,370	110,990	2,620
3000	Transport	231	300	300	0
4000	Cost Of Goods And Services	67,088	105,350	115,960	10,610
7000	Income	(38,868)	(17,000)	(25,000)	(8,000)
	Sum:	136,504	197,020	202,250	5,230

Cost Centre	Cost Centre Name	2020/21 Budget
LD100	Electoral Registration	202,250
	Sum:	202,250

Major cost increases

Electoral boundary works - £30k budget in 2019/20 increasing to £45k in 2020/21.

Major cost decreases and changes in income

Electoral registration funding increase of £8k.

SLD02 Democratic Rep And Managemen

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	122,971	122,510	123,840	1,330
2000	Premises	150	200	0	(200)
3000	Transport	14,021	17,100	17,100	0
4000	Cost Of Goods And Services	331,902	337,870	342,030	4,160
7000	Income	(1,540)	0	(500)	(500)
	Sum:	467,504	477,680	482,470	4,790

Cost Centre	Cost Centre Name	2020/21 Budget
LD300	Democratic Rep & Management	360,210
LD400	Committee Services	122,260
	Sum:	482,470

Major cost increases

No major movement to report.

Major cost decreases and changes in income

No major movement to report.

SLD04 Legal Services

Group	Description	2018/19 Actuals	2019/20 Budget	2020/21 Budget	Movement
1000	Employees	297,318	264,100	324,220	60,120
3000	Transport	144	300	300	0
4000	Cost Of Goods And Services	15,155	110,590	47,770	(62,820)
7000	Income	(32,098)	(27,200)	(19,200)	8,000
	Sum:	280,518	347,790	353,090	5,300

Cost Centre	Cost Centre Name	2020/21 Budget
LD600	Legal Services	353,090
	Sum:	353,090

Major cost increases

No movement to report.

Major cost decreases and changes in income

No movement to report.