

Appendix 1 - 2020/21 Draft Policy and Resources Committee Revenue Budgets

Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Policy and Resources Revenue Budget							
54,811	64,800	71,750	Members and Civic Expenses	2,500	-	(3,250)	71,000
64,464	81,650	96,800	Administration Section	19,150	-	(14,000)	101,950
68,456	65,050	68,250	Finance Section	3,750	-	(100)	71,900
249,736	262,450	286,250	Corporate Section	9,500	-	(31,050)	264,700
12,531	37,600	46,200	St Oswald's Pre Schools	10,000	-	(2,750)	53,450
133,827	160,400	175,750	Works Department	22,750	-	(2,550)	195,950
25,655	26,100	25,700	Depot	2,250	-	(800)	27,150
24,428	24,900	26,650	Capital Financing Charges	1,250	-	(6,150)	21,750
633,908	722,950	797,350	Total Policy and Resources Budget	71,150	-	(60,650)	807,850

Policy and Resources Committee

Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Members and Civic Revenue Budget							
Transport Costs							
805	500	1,000	Civic Car Costs	-	-	(1,000)	-
156	100	500	Civic Car Fuel	-	-	(500)	-
488	500	500	Civic Car Insurance	-	-	(500)	-
-	500	-	Mayor's Taxi Costs	1,500	-	-	1,500
187	-	250	Members' Travelling Expenses	1,000	-	-	1,250
1,636	1,600	2,250		2,500	-	(2,000)	2,750
Supplies and Services							
1,624	2,000	3,500	Civic Functions	-	-	(250)	3,250
2,488	2,750	2,250	Civic Hospitality	-	-	(250)	2,000
60	50	100	Members' Mobile Phones	-	-	-	100
31,788	39,600	39,900	Members' Allowances	-	-	-	39,900
2,463	3,000	3,000	Mayor's Allowance	-	-	-	3,000
1,312	1,050	1,250	Member Related Insurances	-	-	(250)	1,000
195	-	1,000	Member Conferences	-	-	(250)	750
45	250	1,000	Member Training	-	-	(250)	750
39,975	48,700	52,000		-	-	(1,250)	50,750
Transfer Payments							
1,950	2,500	5,500	Council Donations Budget	-	-	-	5,500
1,950	2,500	5,500		-	-	-	5,500
Central Support Recharges							
11,000	11,500	11,500	Support Service Recharges	-	-	-	11,500
250	500	500	Works Section Recharges	-	-	-	500
11,250	12,000	12,000		-	-	-	12,000
Capital Charges							
54,811	64,800	71,750	Gross Expenditure	2,500	-	(3,250)	71,000
Breakdown of 2020/21 Civic Functions and Hospitality Budget:							
			Annual Council Meeting	250			
			Carol Service	250			
			Christmas Council Meeting	250			
			Civic Ball	1,000			
			Civic Service	250			
			Mayor's At Home	750			
			Remembrance Day	500			
			Miscellaneous Civic Hospitality	2,000			
				5,250			

Policy and Resources Committee							
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Administration Section Revenue Budget							
Employee Costs							
45,901	58,000	69,250	Staff Salaries and Pensions	18,000	-	(12,000)	75,250
-	-	500	Staff Training	-	-	-	500
-	750	500	Recruitment Advertising	-	-	-	500
100	50	100	Employee Related Insurances	-	-	-	100
46,001	58,800	70,350		18,000	-	(12,000)	76,350
Premises Costs							
460	1,500	1,000	Building Maintenance	-	-	-	1,000
1,972	2,250	2,500	Gas	-	-	-	2,500
1,394	1,750	1,500	Electricity	500	-	-	2,000
10,920	11,200	11,200	Rates	250	-	-	11,450
588	2,200	1,600	Water	-	-	-	1,600
3,810	3,650	3,750	Service Agreements	-	-	-	3,750
740	550	750	Premises and Contents Insurance	-	-	(250)	500
19,884	23,100	22,300		750	-	(250)	22,800
Transport Costs							
19	50	100	Staff Travelling and Subsistence	150	-	-	250
19	50	100		150	-	-	250
Supplies and Services							
126	250	500	Office Equipment	-	-	-	500
1,009	1,050	1,050	Equipment Rental and Maintenance	-	-	-	1,050
2,974	2,750	4,500	Printing and Photocopier Charges	-	-	(1,000)	3,500
252	250	500	Books and Publications	-	-	-	500
370	400	500	Cleaning Materials	-	-	-	500
2,872	3,000	3,750	Printing Supplies and Stationery	-	-	(250)	3,500
4,807	4,750	5,000	Postage Costs	-	-	-	5,000
1,994	2,050	2,000	Telephones and Mobile Phones	250	-	-	2,250
500	300	500	Public Liability Insurance	-	-	(250)	250
-	-	250	Promotional Items	-	-	-	250
5,670	6,000	6,250	Subscriptions	-	-	-	6,250
20,574	20,800	24,800		250	-	(1,500)	23,550
Central Support Recharges							
1,250	1,500	1,500	Support Service Recharges	-	-	-	1,500
5,000	5,000	5,000	Works Section Recharges	-	-	-	5,000
6,250	6,500	6,500		-	-	-	6,500
92,728	109,250	124,050	Gross Expenditure	19,150	-	(13,750)	129,450
Total Income							
(85)	(100)	(250)	Miscellaneous Income	-	-	-	(250)
(12,929)	(11,750)	(11,250)	Feed In Tariff Income	-	-	(250)	(11,500)
(15,250)	(15,750)	(15,750)	Recharges to Services	-	-	-	(15,750)
(28,264)	(27,600)	(27,250)		-	-	(250)	(27,500)
64,464	81,650	96,800	Net Expenditure	19,150	-	(14,000)	101,950

Policy and Resources Committee							
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Finance Section Revenue Budget							
Employee Costs							
109,818	112,750	114,000	Staff Salaries and Pensions	3,750	-	-	117,750
234	500	1,000	Staff Training	-	-	-	1,000
1,189	-	1,000	Recruitment Advertising	-	-	-	1,000
950	900	1,000	Employee Related Insurances	-	-	(100)	900
112,191	114,150	117,000		3,750	-	(100)	120,650
Transport Costs							
90	150	250	Staff Travelling and Subsistence	-	-	-	250
90	150	250		-	-	-	250
Supplies and Services							
830	750	1,000	Financial Stationery	-	-	-	1,000
95	250	250	Advertising of Accounts	-	-	-	250
925	1,000	1,250		-	-	-	1,250
113,206	115,300	118,500	Gross Expenditure	3,750	-	(100)	122,150
Total Income							
(44,750)	(50,250)	(50,250)	Recharges to Services	-	-	-	(50,250)
68,456	65,050	68,250	Net Expenditure	3,750	-	(100)	71,900

Policy and Resources Committee							
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Corporate Services Revenue Budget							
Employee Costs							
183,548	190,500	193,750	Staff Salaries and Pensions	5,250	-	(27,750)	171,250
4,525	4,750	4,500	Pension Recharges	250	-	-	4,750
2,755	3,000	4,000	Staff Training	-	-	-	4,000
-	1,000	1,000	Recruitment Advertising	-	-	-	1,000
1,238	1,000	1,250	Employee Related Insurances	-	-	(250)	1,000
192,066	200,250	204,500		5,500	-	(28,000)	182,000
Transport Costs							
617	750	1,000	Staff Travelling and Subsistence	-	-	(250)	750
963	950	1,000	Staff Car Allowances	-	-	-	1,000
1,580	1,700	2,000		-	-	(250)	1,750
Supplies and Services							
2,382	2,550	2,450	Lorry Park Rates	150	-	-	2,600
150	100	500	Publicity and Advertising of Meetings	-	-	(250)	250
605	450	500	Telephones and Mobiles	-	-	-	500
36,736	41,750	42,500	Information Technology Costs	3,250	-	-	45,750
768	500	1,000	Conferences	-	-	-	1,000
5,291	5,750	5,250	Council Newsletters and Consultation	500	-	-	5,750
3,069	3,000	3,500	Health and Safety	-	-	-	3,500
471	500	1,000	Disclosure and Barring Service Checks	-	-	-	1,000
1,464	1,000	2,000	Youth Council Grant	-	-	-	2,000
1,033	1,000	2,000	Youth Council Expenses	-	-	-	2,000
-	-	-	Election and By Election Costs	-	-	-	-
1,494	1,500	1,500	Miscellaneous Fees and Licences	-	-	-	1,500
53,463	58,100	62,200		3,900	-	(250)	65,850
Agency Costs							
2,400	2,400	2,500	External Audit Fees	-	-	-	2,500
6,043	5,000	10,000	Consultants' Fees	-	-	(2,500)	7,500
4,487	4,650	4,650	CCTV Running Costs	100	-	-	4,750
12,930	12,050	17,150		100	-	(2,500)	14,750
Central Support Services							
2,000	2,250	2,250	Support Service Recharges	-	-	-	2,250
2,000	2,250	2,250		-	-	-	2,250
262,039	274,350	288,100	Gross Expenditure	9,500	-	(31,000)	266,600
Income							
(932)	(1,000)	(1,000)	Miscellaneous Income	-	-	-	(1,000)
(871)	(900)	(850)	Community Benefit Fund	-	-	(50)	(900)
(10,500)	(10,000)	-	Recharges to Services	-	-	-	-
(12,303)	(11,900)	(1,850)	Total Income	-	-	(50)	(1,900)
249,736	262,450	286,250	Net Expenditure	9,500	-	(31,050)	264,700

Policy and Resources Committee							
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
St Oswald's Pre Schools Revenue Budget Summary							
Employee Costs							
160,934	184,750	191,500	Staff Salaries and Pensions	7,000	-	-	198,500
1,218	9,000	7,500	Agency Staff	-	-	-	7,500
280	500	2,500	Staff Training	-	-	-	2,500
65	-	1,000	Recruitment Advertising	-	-	-	1,000
276	250	350	Employee Related Insurances	-	-	(100)	250
162,773	194,500	202,850		7,000	-	(100)	209,750
Premises Costs							
1,074	1,500	1,000	Building Maintenance	-	-	-	1,000
1,071	1,200	1,750	Gas	-	-	(250)	1,500
927	1,500	1,500	Electricity	-	-	-	1,500
4,066	4,400	4,250	Rates	300	-	-	4,550
850	1,000	1,000	Water	-	-	-	1,000
1,841	1,900	1,750	Service Agreements	200	-	-	1,950
492	500	500	Premises and Contents Insurance	-	-	-	500
10,321	12,000	11,750		500	-	(250)	12,000
Transport Costs							
467	400	500	Staff Travelling and Subsistence	-	-	-	500
467	400	500		-	-	-	500
Supplies and Services							
7,202	5,000	7,500	Equipment, Toys and Books	-	-	-	7,500
537	2,000	1,500	Pupil Premium / DAF Expenditure	-	-	-	1,500
413	250	750	Printing and Photocopier Charges	-	-	(250)	500
866	500	1,000	Cleaning Materials	-	-	-	1,000
1,418	1,750	1,500	Telephones and Mobiles	-	-	(250)	1,250
63	100	100	Subscriptions and OFSTED Fees	-	-	-	100
788	600	750	Public Liability Insurance	-	-	(250)	500
774	750	1,000	Food and Sundries	-	-	-	1,000
12,061	10,950	14,100		-	-	(750)	13,350
Agency Costs							
2,173	2,250	3,250	Consultants' Fees	-	-	(1,650)	1,600
2,173	2,250	3,250		-	-	(1,650)	1,600
Central Support Services							
3,500	3,500	3,500	Support Service Recharges	-	-	-	3,500
4,750	5,000	5,000	Works Section Recharges	-	-	-	5,000
8,250	8,500	8,500		-	-	-	8,500
196,045	228,600	240,950	Gross Expenditure	7,500	-	(2,750)	245,700
Income							
(163,210)	(167,500)	(165,750)	Durham County Council Funding	-	-	-	(165,750)
-	(9,000)	(7,500)	Wages Funding	-	-	-	(7,500)
(1,580)	(2,000)	(1,500)	EYPP and DAF Funding	-	-	-	(1,500)
(18,584)	(12,500)	(20,000)	Fees and Charges	2,500	-	-	(17,500)
(140)	-	-	Miscellaneous Income	-	-	-	-
(183,514)	(191,000)	(194,750)	Total Income	2,500	-	-	(192,250)
12,531	37,600	46,200	Net Expenditure	10,000	-	(2,750)	53,450

Policy and Resources Committee							
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Works Section Revenue Budget							
Employee Costs							
541,883	575,250	584,500	Staff Salaries and Pensions	20,500	-	(2,250)	602,750
5,270	5,000	6,000	Staff Training	-	-	-	6,000
726	750	1,000	Recruitment Advertising	-	-	-	1,000
662	650	750	Employee Related Insurances	-	-	(50)	700
548,541	581,650	592,250		20,500	-	(2,300)	610,450
Transport Costs							
6,918	8,000	6,000	Vehicle Licences and Repairs	1,500	-	-	7,500
25,703	26,000	27,500	Vehicle Fuel	250	-	-	27,750
1,720	1,500	1,750	Staff Travelling and Subsistence	-	-	-	1,750
6,541	7,000	6,750	Vehicle and Machinery Insurance	250	-	-	7,000
1,926	1,950	2,000	Staff Car Allowances	-	-	-	2,000
42,808	44,450	44,000		2,000	-		46,000
Supplies and Services							
14,881	15,000	17,500	Tools, Equipment and Materials	-	-	-	17,500
7,142	10,000	10,000	Equipment Maintenance	-	-	-	10,000
1,090	1,250	1,250	Cleaning Materials	-	-	-	1,250
1,637	1,350	1,250	Telephones and Mobiles	-	-	-	1,250
5,641	5,500	5,500	Protective Clothing	250	-	-	5,750
750	550	750	Public Liability Insurance	-	-	(250)	500
12,337	12,500	15,000	Bedding Plants, Shrubs and Trees	-	-	-	15,000
43,478	46,150	51,250		250	-	(250)	51,250
Central Support Services							
7,250	8,250	8,250	Support Service Recharges	-	-	-	8,250
7,250	8,250	8,250		-	-	-	8,250
642,077	680,500	695,750	Gross Expenditure	22,750	-	(2,550)	715,950
Income							
-	(100)	-	Miscellaneous Income	-	-	-	-
(508,250)	(520,000)	(520,000)	Recharges to Services	-	-	-	(520,000)
(508,250)	(520,100)	(520,000)	Total Income	-	-	-	(520,000)
133,827	160,400	175,750	Net Expenditure	22,750	-	(2,550)	195,950

Policy and Resources Committee								
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £	
			Depot Revenue Budget					
			Premises					
2,205	2,000	1,500	Building Maintenance	500	-	-	2,000	
1,388	1,500	1,650	Gas	100	-	-	1,750	
1,596	2,000	1,250	Electricity	1,000	-	-	2,250	
13,920	14,250	14,250	Rates	350	-	-	14,600	
1,200	1,000	1,250	Water	50	-	-	1,300	
2,221	2,500	2,500	Service Agreements	250	-	-	2,750	
4,981	4,550	5,000	Premises and Machinery Insurance	-	-	(500)	4,500	
27,511	27,800	27,400		2,250	-	(500)	29,150	
			Supplies and Services					
250	250	250	Public Liability Insurance	-	-	-	250	
300	300	300	Telephones and Alarm Lines	-	-	-	300	
550	550	550		-	-	-	550	
			Central Support Services					
1,000	1,000	1,000	Works Section Recharges	-	-	-	1,000	
1,000	1,000	1,000		-	-	-	1,000	
29,061	29,350	28,950	Gross Expenditure	2,250	-	(500)	30,700	
			Income					
(390)	(250)	(250)	Sale of Scrap Metal	-	-	-	(250)	
(3,016)	(3,000)	(3,000)	Lease Income	-	-	(300)	(3,300)	
(3,406)	(3,250)	(3,250)	Total Income	-	-	(300)	(3,550)	
25,655	26,100	25,700	Net Expenditure	2,250	-	(800)	27,150	

Policy and Resources Committee							
Actual Outturn 2018/19 £	Expected Outturn 2019/20 £	Budget 2019/20 £		Inflation / Committed Growth £	Investment in Service £	Savings / Increased Income £	Budget 2020/21 £
Capital Financing Charges Revenue Budget							
7,699	7,000	7,000	Interest Payments on Loans	-	-	(1,350)	5,650
17,910	19,150	19,150	Principal Repayments on Loans	-	-	(4,550)	14,600
8,875	8,750	7,750	Bank Charges	1,250	-	-	9,000
34,484	34,900	33,900	Gross Expenditure	1,250	-	(5,900)	29,250
(10,056)	(10,000)	(7,250)	Less: Investment Income	-	-	(250)	(7,500)
24,428	24,900	26,650	Net Capital Financing Charges	1,250	-	(6,150)	21,750

Appendix 2 - 2020/21 Policy and Resources Capital Programme Budgets

Committee / Capital Project	2019/20 Budget £	2020/21 Budget £	2020/21 Budget Comments
Policy & Resources			
Council Buildings			
Council Offices	5,000	22,500	Roofing repairs, LED lights and decoration.
Horticulture and Vehicle Depots	2,500	1,250	Separation tank cleaning.
St Oswald's Pre Schools	3,000	2,500	Internal and external redecoration.
Electrical Testing and Works	10,000	-	No further works due after 2019/20.
Works Vehicles and Machinery			
Works Vehicles	27,500	-	No vehicles due for replacement in 2020/21.
Mini Excavator	-	22,500	Replacement due in 2020/21.
Ride on Mower	-	35,000	Replacement due in 2020/21.
Tractor Tyres	-	2,500	Replacement of tyres on tractor.
Electric Machinery	-	7,500	Electric alternatives for works machinery.
Office Equipment			
Computer Hardware	5,000	5,000	Ongoing computer upgrade programme.
Migration of Data to Cloud	5,750	-	No further works due after 2019/20.
Information Technology Infrastructure	12,000	-	No further works due after 2019/20.
Tablet Computers	15,000	-	Budget likely to carry forward to 2020/21.
Modern.Gov Software	9,500	-	Budget likely to carry forward to 2020/21.
Website Development	2,500	2,500	Ongoing provision for website development.
Server Upgrades	-	27,500	Main server due for upgrade in 2020/21.
Total Capital Programme	97,750	128,750	