

**SOUTH EAST ENGLAND COUNCILS  
ANNUAL GENERAL MEETING & ALL-MEMBER MEETING**



Date: 21 June 2012

Subject: **Financial report: SEEC accounts for 2011-12;  
Subscriptions & costs for 2012-13**

Report by: Cllr Paul Watkins, SEEC Secretary & Treasurer

**Recommendations:**

- i) Note the SEEC accounts for 2010-11
- ii) Record thanks to Surrey CC, who host the SEEC payroll and office
- iii) Agree a freeze in SEEC subscriptions for 2012-13
- iv) Members commit to continuing in SEEC membership for 2012-13.

**1. SEEC finances**

- 1.1 For the financial year 2011-12 SEEC managed its finances in-house with the help of external accountants. Previously SEEC finances were handled by Buckinghamshire CC. The draft SEEC accounts for 2011-12 are included as Annex 1. The SEEC figures are accurate, however the accounts remain draft while we clarify ongoing queries relating to the figures for the South East Strategic Partnership for Migration (SESPM).
- 1.2 The SEEC figures show an underspend of some £38,000 on SEEC's 2011-12 agreed budget of £359,000. The underspend comprises a mix of cost savings and income generation by sharing costs.
- 1.3 Liaison with the liquidators of the former SEERA Ltd is almost complete. SEEC expects to receive a final dividend of £23,354 from the liquidators over the coming weeks. This amount is included in the financial analysis although not received by the end of the financial year. When received it will bring the total received by SEEC from SEERA Ltd reserves to £748,443.
- 1.4 SEEC has been based in County Hall, Kingston upon Thames, since 2010 under a hosting agreement with Surrey CC.

**2. Subscriptions and costs 2012-13**

- 2.1 The SEEC constitution sets out that member subscriptions should be discussed by the Executive Committee in December each year. On 9 December 2011, the Executive recommended freezing 2012-13 subscriptions at last year's levels:
  - £1,705 per district
  - Unitary councils pay £1,705 for each 50,000 population
  - County councils multiply the £1,705 by the number of districts in their county.
 See paragraph 2.4 below for a full table of subscription rates.
- 2.2 Depending on decisions made under agenda item 1 about closer working and sharing resources between SEEC and SESL, there may be a case for reviewing subscription levels for next year (2013-14).
- 2.3 Estimated running costs for SEEC in 2012-13 are £325,000. These costs are set out below but may be subject to change depending on the decision about closer working with SESL. Depending on the final number of councils in SEEC membership for 2012-13, it is expected that around £100,000 would be drawn

from reserves to fund this level of spending. This is similar to the funding agreement in 2011-12.

### **SEEC Estimated expenditure 2012-13**

Staff costs <i>(Current SEEC staff of 3, including NI and pension)</i>	200,000
IT hardware, hosting, web & external support	12,500
Estimated Surrey CC hosting costs <i>(Accommodation, payroll management etc)</i>	7,500
Meeting costs <i>(Including venue hire, refreshments for plenary, executive, task &amp; finish groups and ad hoc meetings)</i>	25,000
Admin/ office costs <i>(Including stationery, liability insurance, accountants, phones, staff travel etc)</i>	20,000
Projects <i>(eg conferences, research etc)</i>	60,000
<b>Estimated expenditure</b>	<b>£325,000</b>

2.4 SEEC subscription rates 2011-12 and 2012-13 (NB includes a small number of councils who have given notice of resignation)

<b>AUTHORITY</b>	<b>Multiplier</b>	<b>Base rate</b>	<b>Subs by council</b>
Each District, City & Borough Council	1	<b>1,705</b>	<b>1,705</b>
<b>County Councils</b>			
Buckinghamshire	4	1,705	<b>6,820</b>
East Sussex	5	1,705	<b>8,525</b>
Hampshire	11	1,705	<b>18,755</b>
Kent	12	1,705	<b>20,460</b>
Oxfordshire	5	1,705	<b>8,525</b>
Surrey	11	1,705	<b>18,755</b>
West Sussex	7	1,705	<b>11,935</b>
<b>Unitary Authorities</b>			
Bracknell Forest	3	1,705	<b>5,115</b>
Brighton and Hove	5	1,705	<b>8,525</b>
Isle of Wight	3	1,705	<b>5,115</b>
Medway	5	1,705	<b>8,525</b>
Milton Keynes	5	1,705	<b>8,525</b>
Portsmouth	4	1,705	<b>6,820</b>
Reading	3	1,705	<b>5,115</b>
Slough	3	1,705	<b>5,115</b>
Southampton	5	1,705	<b>8,525</b>
West Berkshire	3	1,705	<b>5,115</b>
Windsor and Maidenhead	3	1,705	<b>5,115</b>
Wokingham	3	1,705	<b>5,115</b>