

**SOUTH EAST ENGLAND COUNCILS
EXECUTIVE COMMITTEE MEETING**



Date: 9 December 2011

Subject: **South East England Councils subscriptions
and draft budget 2012-13**

Report by: Cllr Paul Watkins, SEEC Secretary & Treasurer

Recommendations:

SEEC Executive members are asked to:

- i) Continue to freeze in SEEC subscription levels for 2012-13 and submit this recommendation for approval by the SEEC AGM in 2012.
 - ii) Consider the budget implications of closer working with South East Strategic Leaders (SESL).
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1. Introduction

- 1.1 The SEEC constitution specifies that membership subscriptions and budget for the coming year should be discussed by the Executive Committee in December each year.
- 1.2. As in previous years, subscription levels will be finally endorsed and invoices issued following the SEEC AGM. Next year this will be in June 2012.

2. Proposed subscription level

- 2.1 At the SEEC AGM in July 2011 members advocated a two year freeze in subscriptions covering the current financial year 2011-12 and next year 2012-13. This gives subscription levels of:
 - £1,705 per district
 - Unitary councils pay £1,705 for each 50,000 population
 - County councils multiply £1,705 by the number of districts in their county.Appendix A shows a full table of subscription rates. NB this includes some councils not currently in SEEC membership.
- 2.2 SEEC subscription rates continue to compare very favourably with similar organisations in other areas of the country, where subscriptions income of around £500,000 a year from a smaller number of councils is common.
- 2.3 SEEC has recently agreed to establish a closer working relationship with South East Strategic Leaders (SESL). Any change to the basis of SEEC membership – for example a decision to place working with SESL on a more formal footing may necessitate a review of SEEC's approach to subscriptions.

3. Draft SEEC Budget 2012-13

3.1 The outline budget below for 2012-13 has been prepared based on the SEEC budget for the current financial year. I estimate that SEEC can reduce costs by some 10% on last year, setting a budget of £325,000 for running the organisation. The operating budget in 2011-12 is £359,000. The lower budget proposed for 2012-13 will still require subsidy from SEEC reserves of some £121,000. Given the need to retain some reserves for SEEC's liabilities as an employer, it is proposed that the saving reduces the call on reserves rather than reduces subscription costs. The proposed budget includes current levels of staffing and a project pot of £60,000 to fund research or conferences reflecting member priorities.

3.2 Once again, should the relationship with SESL become more formal and develop into sharing staff and/ or support costs the budget is likely to need further review.

3.3 SEEC draft budget for 2012-13:

Estimated income

Estimated subscriptions (Assumes 80-85% membership)	200,000
IT & hosting contribution from SESPM	3,800
Reserves	121,200
<hr/> Estimated income	<hr/> £325,000

Estimated expenditure

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

1 December 2011

Agenda Item 7 - Appendix A

AUTHORITY	Multiplier	Base rate 2010-11	2010-11 subs by council
Each District, City & Borough Council	1	1,705	1,705
County Councils			
Buckinghamshire	4	1,705	6,820
East Sussex	5	1,705	8,525
Hampshire	11	1,705	18,755
Kent	12	1,705	20,460
Oxfordshire	5	1,705	8,525
Surrey	11	1,705	18,755
West Sussex	7	1,705	11,935
Unitary Authorities			
Bracknell Forest	3	1,705	5,115
Brighton and Hove	5	1,705	8,525
Isle of Wight	3	1,705	5,115
Medway	5	-	-
Milton Keynes	5	1,705	8,525
Portsmouth	4	1,705	6,820
Reading	3	1,705	5,115
Slough	3	1,705	5,115
Southampton	5	1,705	8,525
West Berkshire	3	1,705	5,115
Windsor and Maidenhead	3	1,705	5,115
Wokingham	3	1,705	5,115