

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



Date: 11 July 2013

Subject: **Financial report: SEEC accounts for 2012-13;  
Subscriptions & costs for 2013-14**

Report by: Cllr Paul Watkins, SEEC Secretary & Treasurer

**Recommendations:**

- i) Note the SEEC accounts for 2012-13
- ii) Record thanks to Surrey CC for their hosting of the SEEC payroll and office
- iii) Agree a freeze in SEEC subscriptions for 2013-14 for invoicing in July 2013
- iv) Members commit to continuing in SEEC membership for 2013-14.

**1. SEEC finances**

- 1.1 For the financial year 2012-13 SEEC managed its finances in-house with the help of an external accountant. SEEC accounts for 2012-13 are included as Annex 1.
- 1.2 The accounts show SEEC spent £277,624 in 2012-13, some £47,300 less than the agreed budget of £325,000. The underspend comprises a mix of cost savings and increased income. Savings include reductions in project spend, while increased income reflects greater cost sharing with SESL, including a shared admin/support post.
- 1.3 As agreed by members, SEEC draws on reserves to balance the budget and maintain subscriptions at an affordable level. SEEC drew £77,000 from reserves in 2012-13, leaving net assets of £778,800 as at 31 March 2013.

**2. Subscriptions and costs 2013-14**

- 2.1 The SEEC constitution sets out that subscriptions should be discussed at Executive Committee in December each year. Following cancellation of that meeting, SEEC Chairman Cllr Gordon Keymer emailed members in December proposing to freeze subscriptions for 2013-14 at existing 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.
 Members will be invoiced after the AGM at these rates. (*See paragraph 2.4 below for a full table of subscription rates*).
- 2.2 The budget has been further reduced for 2012-13, with estimated running costs of £265,700 shown below. This would require some £60,000 from reserves.

**SEEC budget 2013-14**

Staff costs	201,820
Projects/ research	10,000
Member conferences	10,000
Regular meeting costs	16,000
Rent	7,000
Travel	2,100
Insurance	1,500
Professional fees	3,000
IT/website	8,750
Admin/ office costs	5,500
<b>Estimated expenditure</b>	<b>£265,670</b>

2.3 SEEC subscription rates 2011-12, 2012-13 and 2013-14 (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	1,705	1,705
<b>County Councils</b>			
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
<b>Unitary Authorities</b>			
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	1,705	8,525
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