

**SOUTH EAST ENGLAND COUNCILS  
EXECUTIVE COMMITTEE MEETING**

Date: 19 March 2015

Subject: **SEEC budget update 2014-15 and 2015-16**

Report of: Cllr Nicolas Heslop, SEEC Treasurer



**Recommendations:**

SEEC Executive members are asked to:

- i) Note SEEC's estimated budget out-turn for 2014-15
- ii) Note the recommended continued freeze in SEEC subscriptions for 2015-16, which will be presented to all members at the SEEC AGM in July
- iii) Confirm the budget for 2014-15.

**1. Financial situation 2014-15**

- 1.1 In 2014-15 SEEC set a core budget of £265,700, the same as 2013-14. SEEC is on track to undercut the budget by £6,475, forecasting a total spend of £259,225.
- 1.2 For 2014-15 members also agreed a potential additional spend of £5,000 on research into the South East impact of the proposed social care cap. This extra £5,000 was not spent as the decision was taken not to duplicate work being undertaken by other organisations, including the Association of Directors of Adult Social Services and the LGA. Despite work by several organisations on this topic, it remains challenging to identify a South East figure for the cost of the care cap.
- 1.3 Section 3 below summarises the financial forecast as at 28 February 2015. Final figures will be produced after the end of the financial year.
- 1.4 Joint working with SESL has once again reduced costs for SEEC and SESL, through shared meeting dates/ venues and a joint admin and policy post. We also continue to share some admin costs with the South East Strategic Partnership for Migration (SESPM) to deliver good value for money for both SEEC and SESPM.
- 1.5 As in previous years, SEEC will draw on reserves inherited from the former SEERA Ltd to balance the budget. In 2014-15, we expect to use approximately £52,350 from reserves, compared to an estimated £60,370. Some £686,800 remains in reserves.

**2. Subscriptions 2015-16**

- 2.1 SEEC member subscriptions have been frozen since 2011-12. In November 2014, the Executive agreed to recommend a further freeze in 2015-16 and this will be presented to SEEC's AGM for approval on 25 June. Members will be invoiced for subscriptions following the AGM.

**3. Budget 2015-16**

- 3.1 An outline budget for 2015-16 is set out below, alongside estimated out-turn for 2014-15. The budget is based on a continuation of existing joint working arrangements with SESL. Depending on decisions made on the future working relationship between the two organisations (see item 6 on today's agenda) the budget for 2015-16 may need to be reviewed.
- 3.2 In 2014-15 SEEC created a number of opportunities to raise revenue, increasing both shared services income and project contributions above budgeted amounts. We will aim to do the same in the coming year while also exploring potential to reduce costs wherever possible.

## SEEC outline budget 2015-16

### Forecast income

Subscriptions	179,025
Shared services	18,250
Event/ project contributions	3,000
Interest	3,181
<b>Estimated income</b>	<b>£203,456</b>

### Estimated expenditure

Staffing ( <i>inc NI &amp; pension</i> )	204,000
Projects/ research/events	20,000
Regular meeting costs	15,000
Rent	7,850
Travel	2,100
Insurance	1,375
Professional fees	2,600
IT/website	7,775
Admin/office costs	5,000
<b>Estimated expenditure</b>	<b>£265,700</b>

Maximum draw on reserves: £62,244

## SEEC estimated out-turn 2014-15

(estimate at 28 February 2015)

### Income

Subscriptions	179,025
Shared services	19,498
Event/project contributions	6,214
Interest	2,135
<b>Total</b>	<b>206,872</b>

### Expenditure

Staffing ( <i>inc NI &amp; pension</i> )	202,500
Projects/ research/ events	19,200
Regular meeting costs	12,500
Rent	7,700
Travel	2,100
Insurance	1,325
Professional fees	2,400
IT/website	6,700
Admin/office costs	4,800
<b>Total</b>	<b>£259,225</b>

Original budget 2014-15 £265,700

Expected draw on reserves: £52,353

## 4. SEEC subscription levels

NB includes a small number of councils not currently in membership.

<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 & 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 & Maidenhead	3	1,705	<b>5,115</b>
Wokingham	3	1,705	<b>5,115</b>