

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



Date: 23 June 2017

Subject: **SEEC review of the year and annual accounts 2016-17**

Report of: Heather Bolton, SEEC Director

Recommendations:

- i) Consider the review of SEEC achievements in 2016-17 and how this could be used by existing members to recruit non-members to re-join SEEC
- ii) Note SEEC's headline accounts for 2016-17 and budget 2017-18
- iii) Endorse subscription levels for 2017-18 to allow invoicing to go ahead
- iv) Record thanks to Surrey for hosting SEEC over the past year

1. Highlights of 2016-17

- 1.1. Over the past year SEEC has delivered an extensive programme of events and policy influencing work, giving members the opportunity to discuss key issues with a wide range of senior opinion formers and to shape policy decisions.
- 1.2. Work covered critical issues affecting the South East such as housing & planning, funding, infrastructure, economic value, health & care, migration and the impact of London's growth. Key highlights included:
 - Five free events open to all SEEC members to influence opinion formers. Speakers at these included:
 - Housing Minister Gavin Barwell (March)
 - DCLG secretary of state adviser Tim Leunig and Lord Kerslake (January)
 - London Deputy Mayor Jules Pipe (December)
 - National Infrastructure Commissioner Bridget Rosewell OBE (June)
 - LGA social care lead Izzi Seccombe (May).
 - Additional smaller meetings also gave groups of SEEC members the chance to discuss priorities with Gavin Barwell and Transport Select Committee Chair Louise Ellman.
 - SEEC delivered 25 South East policy proposals and consultation inputs – successfully influencing policy decisions in areas such as business rates, housing and local growth funding.
 - In addition to monthly e-newsletters, SEEC delivered five member/MP briefings, bespoke research and two data dashboards to update members and MPs on South East issues and priorities.
- 1.3. The [SEEC highlights document](#) gives more detail and links to some of the individual pieces of work completed during the year.
- 1.4. Members are asked to consider how they could use the document to help convince non-member authorities to re-join SEEC.

2 SEEC financial report 2016-17

- 2.1. SEEC accounts for 2016-17 show total expenditure for the year at £280,325. This was funded by SEEC income and the standing agreement to draw on reserves to subsidise members' costs. The draw on reserves for 2016-17 was £46,868. Reserves at 31 March 2017 were £593,479.
- 2.2. Spending was 3.3% under the budget of £290,000 for the year, while income was higher than expected due to greater sharing of services and project contributions from a range of partners. Income included some one-off additional charges for extending IT support to an expanded South East migration partnership and project contributions towards Wider South East work from East of England. In 2016-17, the combination of lower spending and higher income significantly reduced the call on SEEC reserves from a budgeted £95,200. Staff costs increased in line with budget following addition of a communications post last year.
- 2.3. Accounts prepared by an independent accountant have been approved and signed by SEEC Treasurer Cllr David Monk. Profit and loss accounts for 2016-17 and 2015-16 are set out below for information:

SEEC profit & loss	31.3.17		31.3.16	
Income	£	£	£	£
Invoiced subscriptions	168,795		177,320	
Shared services	34,614		17,946	
Project/ conference contributions	25,011		30,031	
Sundry receipts	510		10	
Bank interest	4,527		4,687	
		<u>233,457</u>		<u>229,994</u>
Expenditure				
Rent	7,877		7,877	
Staff costs	231,177		204,818	
Travel	2,925		2,089	
Projects/ conferences	12,500		40,847	
Licences/ insurance	1,344		1,305	
Regular meetings	9,236		9,538	
IT/website	9,814		5,585	
Admin/ Office costs	2,480		3,215	
Accountancy	2,225		2,100	
Other professional fees	420		420	
Depreciation of tangible fixed assets				
Computer equipment	327		109	
		<u>280,325</u>		<u>277,903</u>
Net loss		<u>(46,868)</u>		<u>(50,755)</u>

3. SEEC budget & subscriptions 2017-18

3.1 On 1 December 2016 SEEC Executive recommended freezing 2017-18 subscriptions once again at 2011 levels (para 3.3 gives a full table of subscription rates):

- £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.

The AGM is asked to endorse subscription levels so that invoices for 2017-18 can be issued.

3.2 December's Executive also agreed a budget of £293,277 for 2017-18 as set out below:

Forecast income

Subscriptions	168,800		
Shared services	24,500		
Event/ project contributions	3,000		
Interest	2,950	Estimated income	£199,250

Forecast expenditure

Staffing (<i>inc NI & pension</i>)	233,350		
Projects/ research/events	18,250		
Regular meeting costs	14,000		
Rent	7,877		
Travel	2,500		
Insurance	1,400		
Professional fees	2,900		
IT/website	8,800		
Admin/office costs	4,200	Estimated expenditure	£293,277

Estimated draw on reserves: £94,027

3.3 SEEC subscription rates are set out in full below for information (NB includes a small number of councils who have given notice of resignation).

SEEC SUBSCRIPTIONS

Type of authority	Multiplier	Base rate	Subs by council
Each District & 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	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