



**Budget Panel**  
13<sup>th</sup> November 2008

**Report from the Director of Finance  
and Corporate Resources**

For Information

Wards Affected: ALL

**Corporate Budgets**

## 1.0 Summary

- 1.1 As part of their work on the 2007/08 budget process, the Budget Panel asked for 'greater transparency in how the budgets for central services are developed, and consideration given to how they are presented in the overall budget'. In light of this recommendation, a set of information on budgets for corporate service areas was produced last year, presenting financial, performance and other data together to give a more transparent view of the services. This information has now been up-dated to reflect the position in 2008/09. The Budget Panel are asked to review this information and to consider which aspects, if any, they would like to follow up as part of their scrutiny of the 2009/10 budget process.

## 2.0 Recommendation

- 2.1 That the Panel review the attached information on the finances and performance of corporate services and consider which aspects they would to follow up as part of their scrutiny of the 2009/10 budget process.

## 3.0 Report

- 3.1 This paper provides details of all the corporate services with the exception of Revenues and Benefits which is a front line service. Attached for each service is a sheet detailing the current budget, historic budget trends, performance and activity information, staffing and a short description of the service.
- 3.2 The services covered by this report are as follows. Members should note that they reflect the structures that existed prior to the structural changes agreed by the Executive in July 2008:

### Central

- Chief Executive's Office
- Communications and Consultation
- Human Resources and Diversity
- Legal Services
- Democratic Services
- Corporate Policy
- Regeneration
- Community Safety

### Finance and Corporate Resources

- Financial Services
- Property and Asset Management
- Facilities Management
- Information Technology Unit
- People Centre

3.3 First stage savings were agreed by the Executive in October for each of the corporate service areas. These are attached as Appendix A.

### **4.0 Financial Implications**

4.1 These are set out in the body of the report

### **5.0 Legal Implications**

5.1 There are no legal implications arising from this report.

### **6.0 Diversity Implications**

6.1 There are no diversity implications arising from this report.

### **7.0 Contact Officers**

Peter Stachniewski on ext 1460 and Chris Bala on ext 1476.

**Duncan McLeod**  
**Director of Finance and Corporate Resources**

## Appendix A

### Savings agreed for corporate service areas by the Executive on 6 October 2008

#### SERVICE AREA: FINANCE AND CORPORATE RESOURCES

| Unit                 | Item   | Savings<br>2009/2010<br>£'000 |
|----------------------|--|-------------------------------|
| Revenue and Benefits | Salary Savings: A combination of a Complaints & Tribunal post (£48k), a Complaints & Enquiry post (£39k), agency admin support (£24k) and reduced trainee intake (£100k) | 211                           |
| Property Services    | Savings from buying Brent House and relocating from leased properties (£158k) and from an additional aerial on Brent House (£7k).  | 165                           |
| Audit                | Savings as a result of no inflation on the Deloittes contract (£5k), and charges to schools for auditing Financial Management Systems in Schools (£10k).                 | 15                            |
| People Centre        | London Pension Fund Authority contract reduction (£12k), salaries (£60k), postage (£17k) and miscellaneous other savings (£15k).   | 104                           |
|                      | <b>TOTAL</b>   | <b>495</b>                    |

#### SERVICE AREA: CENTRAL UNITS

| Unit                          | Item  | Savings<br>2009/2010<br>£'000 |
|-------------------------------|---|-------------------------------|
| Communications & Consultation | General improvements in efficiency and procurement to achieve the overall 3% target.                                    | 81                            |
| Human Resources & Diversity   | Staff restructuring across the unit   | 71                            |
| Human Resources & Diversity   | Learning development - savings in the training budget and use of consultants  | 45                            |
| Human Resources & Diversity   | Diversity - budget for BME forum brought in line with area forums (£3k) and review of administrative support (£8k)      | 11                            |
| Legal & Democratic Services   | Increase internal legal charges by an additional 1%.  | 28                            |
| Legal & Democratic Services   | Single inclusive charge for schools - reduce threshold of hours before hourly rate for legal charges applies.           | 26                            |
| Policy & Regeneration Unit    | Rationalise and strengthen financial management   | 42                            |
| Policy & Regeneration Unit    | Fund the Council subsidy for Building One Stop Shop (BOSS), part of Brent In2 Work, from the Working Neighbourhood Fund | 50                            |
| Policy & Regeneration Unit    | Combining administrative support functions within PRU   | 7                             |
|                               | <b>TOTAL</b>  | <b>361</b>                    |