

**Southwark Council**

**Budget Book**

**Chief Executive's Dept**

**2020-21**

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## Chief Executive's Department

The Chief Executive's department comprises the Chief Executive's Office and External Affairs Team.

The department leads on the council's aim of building a strong local economy which is bringing about thousands of new homes, jobs and opportunities across the borough, making our neighbourhoods places in which people are proud to live and work.

### Chief Executive's department summary budget tables

| Services                 | 2019-20<br>Total<br>Budget<br>£000 | Budget<br>Adjustment<br>s<br>£000 | Inflation<br>£000 | Commitment<br>s<br>£000 | Saving<br>s<br>£000 | Growt<br>h<br>£000 | 2020-21<br>Total<br>Budget<br>£000 |
|--------------------------|------------------------------------|-----------------------------------|-------------------|-------------------------|---------------------|--------------------|------------------------------------|
| Chief Executive's Office | 1,685                              | 90                                | 32                | 0                       | (62)                | 0                  | 1,745                              |
| External Affairs Team    | 1,202                              | 0                                 | 25                | 0                       | (27)                | 0                  | 1,202                              |
| CE Defunct               | 194                                | 0                                 | 0                 | 0                       | 0                   | 0                  | 194                                |
|                          | <b>3,081</b>                       | <b>90</b>                         | <b>57</b>         | <b>0</b>                | <b>(89)</b>         | <b>0</b>           | <b>3,141</b>                       |

| Subjective Analysis                     | 2018-19<br>Outturn<br>£000 | 2019-20<br>Total Budget<br>£000 | 2020-21<br>Total Budget<br>£000 |
|---|----------------------------|---------------------------------|---------------------------------|
| Employees                               | 1,967                      | 1,967                           | 2,113                           |
| Premises                                | 23                         | 3                               | 3                               |
| Transport                               | 13                         | 10                              | 10                              |
| Supplies and services                   | 2,088                      | 900                             | 232                             |
| Third party payments                    | 0                          | 7                               | 619                             |
| Transfer payments                       | 0                          | 0                               | 0                               |
| Support services                        | 244                        | 195                             | 195                             |
| Capital charges                         | 0                          | 0                               | 0                               |
| <b>Total Expenditure</b>                | <b>4,335</b>               | <b>3,081</b>                    | <b>3,172</b>                    |
| Fees and charges                        | (6)                        | 0                               | 0                               |
| Government grants                       | 0                          | 0                               | 0                               |
| Other grants                            | (975)                      | 0                               | (32)                            |
| Miscellaneous income                    | 0                          | 0                               | 0                               |
| <b>Total Income</b>                     | <b>(975)</b>               | <b>0</b>                        | <b>(32)</b>                     |
| <b>Net Expenditure before recharges</b> | <b>3,354</b>               | <b>3,081</b>                    | <b>3,140</b>                    |
| Recharges - Other                       | (314)                      | 0                               | 0                               |
| Recharges to the HRA                    | 0                          | 0                               | 0                               |
| <b>Total Net Expenditure</b>            | <b>3,040</b>               | <b>3,081</b>                    | <b>3,140</b>                    |

## Chief Executive's Office

### Description of division

The role of the CE office is to directly support the Chief Executive and chief officer leadership team in translating political vision into projects and programmes across the council as well as supporting management of the opposition office. The division plays a central role in developing and supporting the delivery of the Council Plan and the council's overall performance challenge arrangements. The division directly delivers projects that promote economic well-being in pursuit of the council's ambition to promote a strong local economy.

The division also includes the emergency planning and resilience team, therefore creating a direct line between the Chief Executive as the council's most senior responsible officer and the team. This ensures alignment between the council's strategic planning, partnerships and business continuity arrangements.

The division is managed by the Head of Chief Executive's Office, who also has specific responsibility for external strategic partnerships and for ensuring coherence across internal departmental activity. Scrutiny, the local economy team and emergency planning are managed by specific team heads respectively.

Chief Executive's Office comprises 21 FTEs and a total divisional net budget of £1.745m.

### Chief Executive's Office summary budget tables

| Services        | 2019-20<br>Total<br>Budget<br>£000 | Budget<br>Adjustments<br>£000 | Inflation<br>£000 | Commit<br>ments<br>£000 | Savings<br>£000 | Growth<br>£000 | 2020-21<br>Total<br>Budget<br>£000 |
|-----------------|------------------------------------|-------------------------------|-------------------|-------------------------|-----------------|----------------|------------------------------------|
| Chief Executive | 1,685                              | 90                            | 32                |                         | (62)            |                | 1,745                              |

| Subjective Analysis                     | 2018-19<br>Outturn<br>£000 | 2019-20<br>Total Budget<br>£000 | 2020-21<br>Total Budget<br>£000 |
|---|----------------------------|---------------------------------|---------------------------------|
| Employees                               | 1,017                      | 968                             | 1,089                           |
| Premises                                | 23                         | 2                               | 2                               |
| Transport                               | 13                         | 9                               | 9                               |
| Supplies and services                   | 1,873                      | 700                             | 60                              |
| Third party payments                    | 0                          | 7                               | 619                             |
| Transfer payments                       | 0                          | 0                               | 0                               |
| Support services                        | 226                        | 0                               | 0                               |
| Capital charges                         | 0                          | 0                               | 0                               |
| <b>Total Expenditure</b>                | <b>3,152</b>               | <b>1,685</b>                    | <b>1,777</b>                    |
| Fees and charges                        | (5)                        | 0                               | 0                               |
| Government grants                       | 0                          | 0                               | 0                               |
| Other grants                            | (975)                      | 0                               | (32)                            |
| Miscellaneous income                    | (1)                        | 0                               | 0                               |
| <b>Total Income</b>                     | <b>(981)</b>               | <b>0</b>                        | <b>(32)</b>                     |
| <b>Net Expenditure before recharges</b> | <b>2,171</b>               | <b>1,685</b>                    | <b>1,745</b>                    |
| Recharges - Other                       | (282)                      | 0                               | 0                               |
| Recharges to the HRA                    | 0                          | 0                               | 0                               |
| <b>Total Net Expenditure</b>            | <b>1,889</b>               | <b>1,685</b>                    | <b>1,745</b>                    |

## Inflation

The budget also includes £32k upward inflation adjustment against salary budgets.

## Savings

Savings of £62k are included in the budget for the division arising from increased contributions from non-general fund (e.g. section 106 etc) to fund some staffing activity to offset the call on the general fund and by realigning the direct financial support to the Young Vic to deliver the local internship programme (Young Vic Young Associates) through the council's core internship programme.

## External Affairs Team

### Description of division

The External Affairs division is responsible for managing and enhancing the standing of the council through the development of external and internal communications, public affairs, policy projects and initiatives. The division is responsible for ensuring that the borough's residents, councillors, partners and staff are able to understand and engage with the council's agenda. The division also provides effective business support services for the Leader and Cabinet to assist them to undertake their responsibilities in the corporate political leadership of the council.

The division comprises of four units: policy and public affairs; media; marketing; and cabinet support. As well as this, it manages internal communications for the council and the administration's political assistant.

External Affairs division comprises 21.32 FTEs and a total divisional net budget of £1,200m.

| <b>Services</b>  | <b>2019-20<br/>Total<br/>Budget<br/>£000</b> | <b>Budget<br/>Adjustments<br/>£000</b> | <b>Inflation<br/>£000</b> | <b>Commitments<br/>£000</b> | <b>Savings<br/>£000</b> | <b>Growth<br/>£000</b> | <b>2020-<br/>21<br/>Total<br/>Budget<br/>£000</b> |
|------------------|--|--|---------------------------|-----------------------------|-------------------------|------------------------|---|
| External Affairs | 1,202  |  | 25                        |                             | (27)                    |                        | 1,200   |
|                  | <b>1,202</b>                                 |  | <b>25</b>                 |                             | <b>(27)</b>             |                        | <b>1,200</b>                                      |

| <b>Subjective Analysis</b>              | <b>2018-19<br/>Outturn<br/>£000</b> | <b>2019-20<br/>Total Budget<br/>£000</b> | <b>2020-21<br/>Total Budget<br/>£000</b> |
|---|-------------------------------------|--|--|
| Employees                               | 950                                 | 999                                      | 1,024                                    |
| Premises                                | 0                                   | 1  | 1  |
| Transport                               | 0                                   | 0  | 0  |
| Supplies and services                   | 215                                 | 200                                      | 173                                      |
| Third party payments                    | 0                                   | 0  | 0  |
| Transfer payments                       | 0                                   | 0  | 0  |
| Support services                        | 18                                  | 2  | 2  |
| Capital charges                         | 0                                   | 0  | 0  |
| <b>Total Expenditure</b>                | <b>1,183</b>                        | <b>1,202</b>                             | <b>1,200</b>                             |
| Fees and charges                        | 0                                   | 0  | 0  |
| Government grants                       | 0                                   | 0  | 0  |
| Other grants                            | 0                                   | 0  | 0  |
| Miscellaneous income                    | 0                                   | 0  | 0  |
| <b>Total Income</b>                     | <b>0</b>                            | <b>0</b>                                 | <b>0</b>                                 |
| <b>Net Expenditure before recharges</b> | <b>1,183</b>                        | <b>1,202</b>                             | <b>1,200</b>                             |
| Recharges - Other                       | (32)                                | 0  | 0  |
| Recharges to the HRA                    | 0                                   | 0  | 0  |
| <b>Total Net Expenditure</b>            | <b>1,151</b>                        | <b>1,202</b>                             | <b>1,202</b>                             |

### Inflation

The budget also includes £25k upward inflation adjustment against salary budgets.

### Savings

Savings of £27k are included in the budget for the division arising from the reduction of the frequency of Southwark Life from four editions per year to three.