

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

From: Assistant Director - Corporate Resources	Report Number: JAC83
To: Joint Audit and Standards Committee	Date of meeting: 20 June 2016

NON-SALARY EXPENSES

1. Purpose of Report

- 1.1 To provide information in relation to the non-salary expenses of the senior managers across Babergh and Mid Suffolk District Councils.

2. Recommendations

- 2.1 To review the information contained within the report and to outline whether any further information or explanation is required.

3. Financial Implications

- 3.1 As outlined in the information in the report.

4. Legal Implications

- 4.1 None.

5. Risk Management

- 5.1 This report is not closely linked with the Council's Corporate / Significant Business Risks.

6. Consultations

- 6.1 None.

7. Equality Analysis

- 7.1 An equality analysis has not been completed because the report content does not have any impact on the protected characteristics.

8. Shared Service / Partnership Implications

- 8.1 This is a joint report and the costs referred to are shared between Babergh and Mid Suffolk District Councils on a 50:50 basis.

9. Links to Joint Strategic Plan

- 9.1 Ensuring that our financial resources are used as efficiently and effectively as possible is an aim of the Enabled and Efficient Organisation theme – The right people are doing the right things, in the right way, at the right time, for the right reasons.

10. Key Information

- 10.1 This report shows the non-salary expenses paid to the Chief Executive, Strategic Directors, and Heads of Service for the financial year 2015/16. The details of these expenses are shown in Appendix A. Please note the job titles are those that were applicable during the financial year being reported.
- 10.2 Travel costs are the largest element of the expenses shown in Appendix A. An important element of this is travel undertaken to work collaboratively across Suffolk and East Anglia and also to promote the councils' reputation at a national level, through speaking at conferences or meeting with DCLG. Such work has resulted in the announcement of the East Anglian Devolution deal.
- 10.3 Conferences are attended in order to keep up to date with what is happening in the public sector as a whole, and also in specialist areas to ensure that the councils' are reflecting current and best practice. This is increasingly important as the councils' move towards working within a more commercial environment. These events provide a good opportunity to network and learn from other local authorities across the country to ensure officers are well equipped to take advantage of the opportunities that the changing landscape of local government presents.
- 10.4 The total non-salary expenses paid in 2015/16 represent less than 2% of the salary costs of this particular group of staff for the same period of time.
- 10.5 The last report that was presented to the Joint Audit and Standards Committee (Paper JAC34 1 September 2014) showed the expenses for 2013/14. These totals along with the detailed 2014/15 expenses have been included in Appendix B for comparative purposes.

11. Appendices

Title	Location
(a) Non-Salary Expenses for 2015/16	Attached
(b) Non-Salary Expenses for 2014/15 with 2013/14 comparators	Attached

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Non Salary Expenses 2015/16

	Travel	Phone Charges	Subsistence	Conference Attendance Fees	Professional Subscriptions	TOTAL
Chief Executive	2,013		95	480	189	2,777
Strategic Director - People	2,734	18		108	102	2,962
Strategic Director - Place	2,320			1,205	102	3,627
Strategic Director - Corporate	727			140		867
Strategic Director - Transformation	161					161
Head of Corporate Organisation	749		18		86	853
Head of Corporate Resources	466				155	621
Head of Communities	1,549					1,549
Head of Economy	1,739		4	295		2,038
Head of Environment	1,765					1,765
Head of Housing	2,276	24				2,300
Head of Investment and Commercial Delivery	1,668					1,668
Head of Planning for Growth	1,109			184		1,293
2015/16 TOTAL	19,276	42	117	2,412	634	22,481

Non Salary Expenses 2014/15

	Travel	Phone Charges	Subsistence	Conference Attendance Fees	Professional Subscriptions	TOTAL
Chief Executive	2,190			1,237	189	3,616
Strategic Director - People	2,387	24				2,411
Strategic Director - Place	2,522			893	102	3,517
Strategic Director - Corporate	2,013		4	84	102	2,203
Strategic Director - Transformation	1,005			264	102	1,371
Head of Corporate Organisation	622		14		82	718
Head of Corporate Resources	604			754	155	1,513
Head of Communities	1,584					1,584
Head of Economy	1,512				154	1,666
Head of Environment	1,716					1,716
Head of Housing	1,976	30				2,006
Head of Investment and Commercial Delivery	1,707					1,707
Head of Planning for Growth	1,215					1,215
2014/15 TOTAL	21,053	54	18	3,232	886	25,243
2013/14 Comparison	18,456	136	30	3,561	949	23,132