

Authority name

GUILDFORD BOROUGH COUNCIL ON BEHALF OF WAVERLEY BOROUGH COUNCIL

Financial year

2017-18

	£	NOTES
REVENUE EXPENDITURE		
DIRECT COSTS		
Staff costs		
Enforcement staff	132,705	Should include all costs e.g. Salaries,wages, agency costs, oncosts, FRS17/IAS19 adjustments, employers insurance, cars, mileage allowances , training , etc. for all ENFORCEMENT STAFF i.e , CEOs, notice processers , Appeals staff,etc
Non-enforcement staff	30,664	Should include all costs e.g. Salaries,wages, agency costs, oncosts, FRS17/IAS19 adjustments, employers insurance, cars, mileage allowances , training , etc. for all NON ENFORCEMENT STAFF i.e Head of parking / service, Managers,
Contracted out enforcement staff	0	Should include staffing element of contracted out enforcement services
Contracted out cash collection staff	5,382	Should include staffing element of contracted out cash collection services
Operating costs		
Contracted out services	0	Should include non-staffing element of contracted out service costs
Notice processing software and Handheld Computers	394	Only include costs related to dedicated parking services. All other software / hardware/ IT support etc costs should be included in the overheads section.
Maintenance of equipment (pay and display)	6,329	
Maintenance of signs and lines	0	<i>offset by income below</i>
Adjudication and debt registration	4,170	Include court fees, adjudication costs etc
Consumables (printing materials /stationery etc)	3,848	
other (please list)	16,713	Vehicle repairs, hire and fuel (£13,874); Personal safety devices contracts (£348); Postage (£2,491)
		200,205
OVERHEAD COSTS		
Indirect staff	2,320	Should include: All cost types listed as per notes 1 and 2, but for any costs incurred relating to admin support staff shared with other services in the division, share of head of directorate cost etc.
IT	7,462	Internal IT recharge: Hardware and software, corporate systems, helpdesk etc
Office accommodation	8,523	Internal recharge
Depot accommodation	0	Internal recharge
HR	3,550	Internal recharge (include HR and payroll)
Audit	1,420	Internal recharge
Finance	2,250	Internal recharge
Office services	670	Internal recharge (include Post room / asset mgmnt/ print room/scanning etc)
Cashiers/Creditors/Debtors	1,580	Internal recharge
Customer services	190	Internal recharge
other (please list)	990	Transport Plan recharge (£70); Health and Safety recharge (£740), Procurement Services recharge (£180)
		28,955
TOTAL EXPENDITURE	229,160	
REVENUE INCOME*		
		*All income should be entered as a negative figure
Pay and Display	-119,187	
Penalties	-215,799	
Resident permits	-54,219	
Maintenance of signs and lines recharge	0	<i>offsets costs above</i>
Suspensions and Waivers	-6,840	
Visitor permits	-37,874	
Other receipts	-899	
		-434,818
TOTAL INCOME	-434,818	
NET (SURPLUS)/DEFICIT	-205,658	
FRS17/IAS19 adjustment		-2,541
REVISED NET (SURPLUS)/DEFICIT	-208,199	
Surplus share:		
SCC	20%	£ -41,640
Local Area Committee	60%	-124,919
Local Authority	20%	-41,640

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