



## **BCPP Joint Committee**

**Date of Meeting:** 21<sup>st</sup> November 2018

**Report Title:** Joint Committee Budget

**Report Sponsor:** Ian Bainbridge, Chair Officer Operations Group

### **1.0 Recommendation**

1.1 The Joint Committee is asked to note that at the current time the forecast expenditure is broadly in line with the budget set in January 2018.

### **2.0 Joint Committee budget**

2.1 At the Joint Committee meeting in January a budget of £30,000 was approved to cover the period from July 2018 to March 2019. Any cost incurred prior to July 2018 was all part of the set up costs of pooling. The forecast budget for the full year for 2019/20 is therefore £40,000.

2.2 The budget is intended to cover costs incurred by the Joint Committee and the partner funds, including the secretarial services to convene and run meetings, and for collective advice and support (internal and external) which may be required from time to time by all partner funds.

2.3 It is also considered reasonable that this budget is used to cover travel costs and expenses for any members or officers who are attending meetings to represent all partner funds. This will include but will not be limited to meetings with MHCLG and Cross Pool meetings. This budget will not be used where members and officers are attending meetings to represent their own funds including Joint Committee meetings and Officer Operations Group Meetings.

2.4 Elsewhere on the agenda is a report on Scheme Members' representation on the Joint Committee. It is proposed that scheme member representatives appointed as observers to the Joint Committee will have their travel expenses covered by the Joint Committee budget as they will be deemed to be representing the scheme members from all twelve funds.

2.5 The Budget was set at £30,000 for nine months based on a basic cost estimate included in a report from Deloitte, obtained in May 2016, as part of the initial cost benefit analysis for the submission to Government. At the current time it is difficult to determine whether this budget is at the appropriate level. This will be monitored both in year and for future years and adjusted accordingly.

2.6 In line with the cost sharing principles these costs will be shared equally between the partner Funds.

### **3.0 Forecast Expenditure to 31<sup>st</sup> March 2019**

3.1 The following expenditure has either been incurred or is forecast to be incurred before the year end

Secretariat Support to Joint Committee - £1,200

Catering for Joint Committee - £1,200

Room Hire for Joint Committee - £1,000

Legal Advice to the funds re ACS - £4,000

3.2 To the end of October no expenditure has been incurred on travel and expenses for attendance at meetings but some costs will be incurred in the near future. A meeting with the Minister is scheduled for 12<sup>th</sup> November and there are a number of Cross Pool meetings planned for the end of November. There will also be further meetings before the end of March 2019. At this stage it is difficult to estimate what these costs will be.

3.3 It is proposed that a scheme member representative(s) should be in place by the time of the next Joint Committee in March and this will also incur some expenditure, but this should not be too significant.

3.4 At the time of writing the only other known area of expenditure is legal advice for the creation of legal structures and a review of legal documentation for the alternatives programmes. It is proposed that this work is commissioned on behalf of the twelve funds by South Tyneside Council and the costs charged to this budget head. At the current time it is difficult to provide a firm estimate of the level of cost expected, but this could be in the region of £20,000. The final scope of work will be agreed by the partner funds before it is commissioned.

3.5 Overall therefore, it is believed that the forecast is that expenditure will be broadly in line with the budget.

3.6 It should be noted, however, that there are many unforeseen circumstances that could arise which may lead to other items of expenditure being incurred which could materially change this position.

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#### **Further Information and Background Documents:**

N/A