

**BASES OF ALLOCATION****APPENDIX 'C'**

<b><u>SUPPORT SERVICE</u></b>	<b><u>BASIS OF ALLOCATION</u></b>
Office Accommodation	Floor area occupied
Community Safety	Staff time allocations
Engineers' Management	Staff time allocations
Cultural Services Technical Support	Staff time allocations
Town Hall Facilities	Balance charged to Office Accommodation
Sports Facilities Administration	Staff time allocations
One Stop Shops	Staff time allocations
Reception Facilities	Staff time allocations
Document Management Centre	Staff time allocations
Payment Channels	Number of transactions
Customer Service Centre	Weighted average call times
ICT Services: - Switchboard  - ICT PC Support Application Support Strategy Training GIS	Calls made  Number of PCs Staff time allocations Number of PCs Number of PCs Staff time allocations
Development Services Management	Staff time allocations
Environmental Health Core	Staff time allocations
Finance Management	Staff time allocations
Accountancy General Work	Staff time allocations

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<b><u>SUPPORT SERVICE</u></b>	<b><u>BASIS OF ALLOCATION</u></b>
Financial Services General Management Payroll Income Creditors FASTeam Insurances Procurement	Staff time allocations Employee numbers Invoices raised Invoices paid (includes HRA) Invoices paid (excludes HRA) Employee numbers Gross expenditure (excluding Transfer Payments and Capital Charges)
Audit and Risk	Audit Plan
Chief Executive's Office	All charged to Corporate Management
Deputy Chief Executives / Senior Management Support	Staff time allocations
Human Resources	Mainly employee numbers
Improvement and Performance BIP	Staff time allocations Staff numbers
Member Services	Staff time allocations
Communication	Gross expenditure (excluding Transfer Payments and Capital Charges)
Committee Services	Staff time allocations
Web Services	Gross expenditure (excluding Transfer Payments and Capital Charges)
Legal Services (in-house WDC)	Staff time allocations