



# GENERAL OPTICAL COUNCIL

## BUDGET 2008-2009

## Budget Summary 2008/9

### Year on Year Historical Comparison

	2008/9 BUDGET	2007/8 LATEST ESTIMATE	2007/8 ORIGINAL BUDGET	2006/7 Actual	2005/6 ACTUAL	2004/5 ACTUAL
INCOME	£3,558,165	£3,488,000	£3,289,693	£3,213,808	£3,340,070	£2,503,082
STAFF COSTS	£1,543,882	£1,355,200	£1,205,760	£1,074,534	£959,142	£891,455
OPERATING EXPENDITURE*	£3,739,604	£3,258,112	£3,205,558	£2,923,195	£2,604,754	£2,273,080
PRE-TAX SURPLUS	-£181,439	£229,888	£84,135	£502,010	£735,316	£230,002
Corporation Tax	£46,000	£37,000	£34,000	£35,372	£28,971	£22,688
POST TAX SURPLUS	<u>-£227,439</u>	<u>£192,888</u>	<u>£50,135</u>	<u>£466,638</u>	<u>£706,345</u>	<u>£207,314</u>

\* includes Staff Costs

## Budget Summary 2008/9

### Year on year Historical Comparison

	2008/9 DRAFT BUDGET	2007/8 LATEST ESTIMATE	2007/8 BUDGET	2006/7 ACTUAL	2005/6 ACTUAL
£	£	£	£	£	£
<b>Income</b>					
Fees	3,333,915	3,280,000	3,096,693	3,198,704	3,159,466
Other Income	24,250	23,000	23,000	15,104	24,987
Interest	200,000	185,000	170,000	211,397	155,617
<b>Total Income</b>	<b>3,558,165</b>	<b>3,488,000</b>	<b>3,289,693</b>	<b>3,425,205</b>	<b>3,340,070</b>
<b>Expenditure</b>					
Staff Costs	1,541,790	1,222,000	1,217,760	1,074,534	956,099
HR costs	80,500	133,200			
Business Resources	985,000	954,200	899,098	1,178,683	1,150,151
Registrar costs		6,700			
Education	184,000	177,000	171,821	121,230	58,039
Legal Services	320,000	340,500	419,498	263,137	230,980
Standards	184,000	54,586	128,980	9,616	30,034
Communications	135,000	100,060	135,000	83,227	24,238
Hearings Panel	206,327	184,248	204,223	159,156	133,855
IT Services	42,558	30,000	29,178	33,612	21,358
Legislative Change Costs	Inc. in Standards	55,618			
<b>Total Expenditure</b>	<b>3,679,175</b>	<b>3,258,112</b>	<b>3,205,558</b>	<b>2,923,195</b>	<b>2,604,754</b>
Surplus/Deficit pre-tax	-121,010	229,888	84,135	502,010	735,316
Corporation Tax	46,000	37,000	34,000	35,372	28,971
Surplus/Deficit <u>after</u> Tax	-167,010	192,888	50,135	466,638	706,345
Transfer to Legal Costs Contingency Reserve	0	0	0	0	900,000
<b>Retained Surplus/Deficit</b>	<b>-167,010</b>	<b>192,888</b>	<b>50,135</b>	<b>466,638</b>	<b>-193,655</b>
Retained Surplus at Start of Year	963,397	770,509	770,509	303,871	497,526
Retained Surplus/Deficit Carried Forward	796,387	963,397	820,644	770,509	303,871

Source:

1. The 2005/6 Actual and 2006/7 Actual figures are from Report and Financial Statements
2. The 2007/8 Budget figures are from Council's agreed annual budget
3. The 2007/8 latest Estimate is from the Income and Expenditure Report for this period.

## Income Estimate 2008/9

	2008/9					Total Budget £	2007/8 Latest Estimate £	2007/8 Original Budget	2006/7 Actual £	2005/6 Actual £
	Number	Fees	OCCS	CET	Admin					
		£	£	£	£					
<b>New Registrations</b>										
BC	75	142.00	7	20		12,675	130,000	135,688	145,853	
DO (SO) to OO	50	70.00				3,500				
SO to OO/SD to DO	150	142.00	7	20		25,350				
SO to OO/SD to DO	350	126.75				44,363				
SO to OO/SD to DO	100	84.50				8,450				
SO to OO/SD to DO	<u>50</u> 775	42.25				<u>2,113</u> 96,450				
<b>Retention Fees</b>	18,050	142.00	7	20		3,050,450	2,969,000	2,838,805	2,926,816	
DO	5,400									
OO	11,200									
BC	1,450									
<b>Overseas Fees</b>										
Registration EEA	20	142.00	7	20	100	5,380			3,328	
Registration Non EEA	15	142.00	7	20	100	4,035			3,800	
						<u>9,415</u>	<u>9,000</u>	<u>9,450</u>	<u>6,256</u>	<u>7,128</u>
<b>Restoration Fees</b>										
DO	100	212.00	7	20		23,900				
OO	250	212.00	7	20		59,750				
BC	50	212.00	7	20		11,950				
						<u>95,600</u>	<u>90,000</u>	<u>112,750</u>	<u>23,564</u>	<u>36,400</u>
<b>Specialties</b>										
DO Contact Lens						0				
Additional Supply						0				
Supplementary Prescribing						0				
Therapeutics Prescribing						0				
<b>Student Registration</b>	4,100	20.00				82,000	82,000	0	95,255	49,397
<b>Other Income</b>										
Register sales	0	0.00				0				15,969
Data Sales / Royalties	9,000	0.00				9,000	9,000	9,000	14,504	7,996
Rent	14,000	0.00				14,000	14,000	14,000	13,895	13,832
Dup Certificates	250	5.00				1,250	0	0	960	1,390
Other	0	0.00				0	0	0		1,140
						<u>24,250</u>	<u>23,000</u>	<u>23,000</u>	<u>29,359</u>	<u>40,327</u>
<b>Investment</b>										
Interest Receivable	200,000					200,000	185,000	170,000	177,660	141,667
<b>TOTAL INCOME</b>						<u>3,558,165</u>	<u>3,488,000</u>	<u>3,289,693</u>	<u>3,404,763</u>	<u>3,340,070</u>

Notes:

1. New Registrations income reflects the sliding scale fee basis as agreed in the Fees Rules 2007/8.

## Staff Costs Budget 2008/9

	Salary 1.02.08 £	Salary 1.04.08* £	Employers NI	Total Benefits £	Total £
Registrar/Communications/HR Total 5.0 staff	268,511	276,566	35,400	6,590	351,751
Business Services Total - 6.5 staff	233,453	240,457	30,778	8,883	307,360
Education Total - 5 staff	207,207	213,423	27,318	6,443	270,177
Legal Services Total - 4.0 staff	159,074	163,846	20,972	3,070	201,559
Standards Total - 3.5 staff	144,152	148,477	19,005	2,515	181,792
Registration & IT Total - 5 staff	126,240	130,027	16,643	2,531	154,141
<b>TOTAL 29 staff</b>	<b>1,138,637</b>	<b>1,172,796</b>	<b>150,118</b>	<b>30,032</b>	<b>1,466,779</b>
Merit Awards budget					20,000
<i>Proposed New Appointments</i>					
HR Assistant					
Solicitor					
Maternity cover - Education		25,442	3,257	368	29,066
<i>Short Term Appointments</i>					
Registration Assistant		9,591	1,228	1,200	12,018
Registration Assistant		9,591	1,228	1,200	12,018
Pension Advisers fee					4,000
Total Other					77,102
<b>Total Staff Budget 2008/9</b>					<b>1,543,882</b>

\* Salaries quoted at 1 April 2008 include an illustrative 3% increase for all staff and an average 1.5% merit increase

Training Budget - £30,000 budget to be approved by Remuneration and allocated by Registrar.  
The appraisal process will highlight individuals' training requirements

## Departmental Budgets 2008/9

DEPARTMENT	2008/9 Budget £	2007/8 Latest Estimate	2006/7 Actual	2005/6 Actual £
<b><u>HUMAN RESOURCES</u></b>				
Staff recruitment	40,000	54,000	32,526	28,448
Staff training	30,000	70,000	20,013	17,122
Publications	2,500	2,500		
Legal costs	5,000	4,000	n/a	n/a
Policy development	45,000	0		
Other	3,000	2,700		
	125,500	133,200		
<b><u>EDUCATION &amp; TRAINING</u></b>				
Expenses of Visits	92,000	85,000	93,876	49,455
Education meetings (inc. ECOO)	7,800	62,000	2,622	8,584
Members fees and expenses	84,009	30,000	24,732	0
Other	0	0	0	0
	183,809	177,000	121,230	58,039
<b><u>LEGAL SERVICES</u></b>				
Legal Fees	200,000	220,000	184,450	211,202
Document Disclosure	2,000	2,000	1,627	1,502
Investigation Costs	2,000	1,500	1,031	213
Assessment fees	10,000	10,000	5,748	956
Criminal Prosecution Costs	75,000	75,000	70,281	17,107
Members Fees and expenses	30,000	30,000	0	0
Other	1,000	4,000	0	0
	320,000	342,500	263,137	230,980
<b><u>STANDARDS</u></b>				
Therapeutic prescribing	10,000	8,000	0	1,811
Contact Lens	1,000	360	500	0
Sale of Optical Appliances	3,000	1,226	257	0
Competancies	0	0	0	0
Revalidation consultancy	10,000	0	0	0
Legislative Change	100,000	8,000	0	28,223
European Directive	0	2,000	0	0
Members Fees and expenses	30,000	30,000	0	0
Research Projects	30,000			
Other		5,000	8,859	0
	184,000	54,586	9,616	30,034

**Departmental Budgets 2008/9**

<b>DEPARTMENT</b>	<b>2008/9 Budget</b>	<b>2007/8 Latest Estimate</b>	<b>2006/7 Actual</b>	<b>2005/6 Actual</b>
<b><u>HEARINGS PANEL COSTS</u></b>				
Panel Members fees and expenses	92,752	65,000	0	)
Tax on Members Expenses	inc. above	inc. above	66,805	42,311
Employers NI on Members Fees	inc. above	inc. above	0	)
Panel Training	25,000	24,248	25,106	14,280
Panel Appraisals	5,000	5,000	1,410	
Other costs	1,000	1,000	0	0
Panel Total	<u>123,752</u>	<u>95,248</u>	<u>93,321</u>	<u>56,591</u>
<b><u>Hearing Costs</u></b>				
Venue Costs	34,313	40,000	31,140	23,517
Legal Advisers	29,700	25,000	17,396	35,801
Clinical Adviser	inc. above	inc. above	0	0
Transcriber	18,563	24,000	17,299	17,946
Total	<u>82,575</u>	<u>89,000</u>	<u>65,835</u>	<u>77,264</u>
<b>HEARINGS PANEL TOTAL</b>	<b>206,327</b>	<b>184,248</b>	<b>159,156</b>	<b>133,855</b>
<b><u>IT SERVICES</u></b>				
IT Consultancy costs	12,391	7,690	0	0
Software and licence fees	29,696	17,317	0	0
IT Equipment	0	4,993	0	0
	<u>42,087</u>	<u>30,000</u>	<u>33,612</u>	<u>21,358</u>
<b><u>COMMUNICATIONS</u></b>				
Corporate identity	10,000	4,393	3,343	0
Website	22,000	35,000	3,527	1,050
Information	10,000	10,000	8,293	5,262
Publications	60,000	45,000	65,076	17,790
Stakeholder relations	25,000	3,667	2,988	136
General expenditure	8,000	2,000	0	0
	<u>135,000</u>	<u>100,060</u>	<u>83,227</u>	<u>24,238</u>
<b><u>BUSINESS SERVICES TOTAL</u></b>				
Registration	35,000	36,000		
Finance	20,000	19,500		
Members Fees and Expenses	69,000	55,000		
CET costs	300,000	290,000		
OCCS	122,000	110,000		
Legal advice	15,000	11,500		
Office costs	245,000	240,000		
General members and meeting costs	180,000	180,000		
Optical and Regulatory body subscriptions	12,000	12,000		
Other	1,000	200		
	<u>999,000</u>	<u>954,200</u>		
<b>TOTAL ALL DEPARTMENTS</b>	<b><u>2,195,722</u></b>	<b><u>1,975,794</u></b>	<b><u>1,848,661</u></b>	<b><u>1,648,655</u></b>

Prior year data not available  
due to significant restructure  
of budget headings.

**Human Resources and Organisational Development Budget  
2008/9**

Description	2008/9 Forecast	2007/8 Latest Estimate	2007/8 Budget	2006/7 Actual	2005/6 Actual
	£	£	£	£	£
Staff Recruitment	£40,000	£54,000	£15,000	£32,526	£28,448
Training & Development	£30,000	£70,000	£30,000	£20,013	£17,122
Organisational Development	£45,000	£0	£0	£0	£0
Publications	£2,500	£2,500	£0	£0	£0
Legal fees - Employment	£5,000	£4,000	£5,000		
Policy Development	£0	£0	£0	£0	£0
Staff Engagement	£500	£500	£0	£0	£0
Travel & Subsistence - HR	£2,000	£2,000	£0	£0	£0
HR Other costs	£500	£200	£0	£0	£0
<b>TOTAL</b>	<b>£125,500</b>	<b>£133,200</b>	<b>£50,000</b>		

Education and Training Budget  
2008/9

Education and Training Budget Description	Cost £	Meeting Purpose	Comments
Expenses of visits programme	£92,000	Accreditation of Courses	
<u>Committee Costs:</u>			
Audit Committee	£5,248		
Education Committee	£27,683		
<u>Project Costs:</u>			
Project ED01	£7,200	Professionals Crossing Borders/Bologna	3xmeetings x 5xpeople
Project ED02	£6,844	Entry Standards for Dispensing Opticians (ESDO)	3xmeetings x 4xpeople
Project ED03	£8,555	Scheme for Registration of Optometrists (SIR)	3xmeetings x 5xpeople
Project ED05	£4,563	Overseas Qualifications Sub-Committee (OQSC)	1xmeeting x 6xpeople
Project ED07	£4,800 £3,000	Audit of ECOO Diploma	2xmeetings x 5xpeople x fees and expenses=£4,800 Overseas ECOO travel & subsistence = £3,000
Project ED08	£2,400	Review of the Visit/accreditation process	1xmeeting x 5xpeople = £2,400
Project ED09	£4,800	Optometry Independent Prescribing Handbook	2xmeetings x 5xpeople = £4,800
CET Advisory Panel	£8,555	Lead on the review and updating of the CET Scheme for implementation of agreed changes to the Scheme post 2010	3xmeetings x 6xpeople
Education/Standards	£4,800	Review of the core competency statements	2xmeetings x 5xpeople = £4,800
Education/Registration/Standards	£3,360	Lead on the GOC's Scheme for Student Registration	1xmeeting x 7xpeople = £3,360
<b>TOTAL (excl visit costs/ECOO)</b>	<b>£84,009</b>		
<b>TOTAL (incl Visit+ ECOO costs)</b>	<b>£183,809</b>		

Legal Services Budget  
2008/9

Description	Comments	2008/9 Forecast £	2007/8 Latest Estimate £	2007/8 Budget £	2006/7 Actual £	2005/6 Actual £
External legal costs	Solicitors fees and disbursements	£200,000	£220,000	£200,000	£184,450	£211,202
Criminal Prosecution costs	Costs of pursuing criminal prosecutions	£75,000	£75,000	£150,000	£70,281	£17,107
Document disclosures	costs of obtaining patient records from health authorities	£2,000	£2,000	£2,000	£1,627	£1,502
Investigation costs	Witness statements taken from complainants, plus document disclosures of £50 per case x 200 disclosures	£2,000	£1,500	£10,000	£1,031	£213
Assessment fees	Performance or health assessments by 2 experts at opticians premises. Est. £1,000 per assessment x 20 cases pa.	£10,000	£10,000	£20,000	£5,748	£956
Members fees and expenses	8 meetings pa x 9 persons, plus reading allowance	£30,000	£30,000	£0	£0	£0
Other	misc	£1,000	£4,000	£5,000	£0	£0
<b>Total FTP</b>		<b>£320,000</b>	<b>£342,500</b>	<b>£387,000</b>	<b>£263,137</b>	<b>£230,980</b>

**Standards Budget  
2008/9**

Activity	2008/9 Forecast	2007/8 Latest Estimate	2007/8 Budget	2006/7 Actual	2005/6 Actual
	£	£	£	£	£
Therapeutic prescribing consultancy	10,000	8,000	10,000	0	1,811
Contact Lens consultancy	1,000	360	10,000	500	0
Sale of Optical Appliances consultancy	2,000	1,226	20,000	257	0
Revalidation consultancy	20,000	0	10,000	0	0
Legislative change consultancy/legal costs	100,000	8,000	0	0	28,223
Competencies consultancy	5,000	0	5,000	0	0
European Directive consultancy	5,000	2,000	15,000	0	0
Other	5,000	5,000	20,000	8,859	0
Members Fees and Expenses	30,000	30,000	38,980	0	
<b>Total</b>	<b>178,000</b>	<b>54,586</b>	<b>128,980</b>	<b>9,616</b>	<b>30,034</b>

**IT Budget 2008/9  
Software and Licence Fees  
Consultancy Costs**

Item	Supplier	Renewal Date	Amount (£)	Period
Trend Anti Virus software - server	Connect Systems LLP	May	£750.00	Annual Licence charge
		July	£356.00	annual renewal
Web hosting	PixL8		£2,400.00	monthly
Anti virus software - Laptop PC's	Symantec generic	July	£220.00	annual licence fee
Business internet with domain	Paradise Technology Ltd.	June	£370.00	quarterly
		July	£70.50	annual
Quick address Pro v3.1	QAS Ltd	June	£1,750.00	annual licence
Domain name renewal	Nominet UK Ltd.	July	£95.00	
Sage software support	BDE group	August	£1,204.00	annual
Albacs-IP 1 user with collections, DDE and encryption	Albany Software Ltd.	July	£480.00	annual
Blackspider mail control small business edition for 25 users	SBC Inc. Ltd.	July	£830.00	annual
Checkpoint Enterprise Software	Netstore Security Ltd.	July	£570.00	annual
Integra database	Isis/CS Group Ltd.	Jul-06	£4,500.00 £2,000.00 £2,000.00	annual licence and software support One-off One-off
Integra Escrow	NCC Group	November	£600.00	annual
HR software	TBA	TBA	£6,000.00 £1,500.00	one-off annual licence fee
PC software	Microsoft/other Adobe reader	TBA TBA	£2,000.00 £2,000.00	misc licence fee
<b>TOTAL SOFTWARE AND LICENCE FEES</b>			<b>£29,695.50</b>	
Item	Supplier	Date	Amount (£)	Period
Sage Accounts software support	BDE Group	TBA	£2,250.00	TBA
Payroll year end support	Star Payroll	March	£600.00	one-off
HR software system support	TBA	TBA	£2,250.00	TBA
Network Disaster & Recovery off-site facility	NDR Ltd.	July	£3,525.00	annual
IT consultancy	Sean Kelley-Patterson	TBA	£0.00	
Onsite SBS support	Paradise Technology Ltd.	TBA	£3,766.00	one-off
<b>TOTAL CONSULTANCY COSTS</b>			<b>£12,391.00</b>	
<b>GRAND TOTAL</b>			<b>£42,086.50</b>	

## Communications Budget 2008/9

Item	2008/9 Budget	2007/8 Latest Estimate	2007/8 Budget	2006/7 Actual
<b>Corporate identity</b>				
Corporate identity audit				
Develop new visual ID & publications guidelines				
Photography				
portraits				
events				
general				
	10000	4393	8000	3343
<b>Website</b>				
Web consultancy				
Web design & build				
	22000	35000	25000	3527
<b>Information</b>				
Media monitoring				
Factiva newspapers				
Parliamentary monitoring				
	10000	10000	15000	8293
<b>Publications</b>				
Three bulletins				
design				
print				
mailing				
Annual report				
design				
print				
mailing				
taping/accessible formats				
Renewal/Retention/Registration packs and cards				
design				
print				
Ad hoc projects				
	60000	45000	75000	65076
<b>Stakeholder relations</b>				
PPI				
Attendance at optical events				
	25000	3667	10000	2988
<b>General expenditure</b>				
training				
general expenses				
software, licenses				
equipment, reference				
professional publications				
professional memberships				
	4000	2000	2000	0
Members Fees and Expenses	4000	0	0	0
<b>TOTAL</b>	<b>135000</b>	<b>100060</b>	<b>135000</b>	<b>83227</b>