

West Devon Borough Council
Support Services Budgets 2019/20 (Draft)

Cost Centre Code	Cost Centre Description	Budget Manager	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	(*) Other Adjustments	19/20 Draft Net Budget	
			£'s	£'s	£'s	£'s	£'s	£'s	
1	W4001	Chief Executive	Neil Hawke	129,925	(20,205)	109,720	(28,700)	0	81,020
2	W4004	Corporate Training & Occ Health	Andy Wilson	22,183	(4,000)	18,183	(15,000)	0	3,183
3	W4009	Non Distributed Costs (Pension Costs)	Pauline Henstock	652,000	(36,058)	615,942	0	0	615,942
4	W4010	Price Inflation Provision	Pauline Henstock	50,530	(35,866)	14,664	70,000	(84,664)	0
5	W4011	Steady State Provision	Pauline Henstock	0	20,000	20,000	0	0	20,000
6	W4020	Invest to Earn Initiatives	Neil Hawke	(100,000)	100,000	0	0	0	0
7	W4041	Internal Audit	Neil Hawke	20,000	(2,500)	17,500	0	0	17,500
8	W4082	Landlines	Mike Ward	27,970	(6,970)	21,000	0	0	21,000
9	W4084	ICT Software & Support Contracts	Mike Ward	298,333	2,100	300,433	83,000	21,800	405,233
10	W4085	Mobile Phones	Mike Ward	14,000	0	14,000	0	0	14,000
11	W4086	Client Hardware Replacement	Mike Ward	42,084	0	42,084	0	0	42,084
12	W4087	Photocopiers	Mike Ward	0	10,000	10,000	0	0	10,000
13	W4100	Human Resources CoP	Neil Hawke	42,940	(2,300)	40,640	(20,000)	0	20,640
14	W4101	Legal CoP	Neil Hawke	137,100	(2,600)	134,500	6,900	0	141,400
15	W4102	Design CoP	Neil Hawke	23,400	(100)	23,300	0	0	23,300
16	W4103	Finance CoP	Neil Hawke	161,663	(400)	161,263	3,400	0	164,663
17	W4104	ICT CoP	Neil Hawke	252,379	15,100	267,479	3,600	0	271,079
18	W4150	Support Services Case Management	Sonia Powell	284,550	(11,350)	273,200	9,700	42,000	324,900
19	W4160	Corporate Management	Neil Hawke	66,984	0	66,984	0	13,164	80,148
20	W4180	Support Services Mgmt & O'Heads	Neil Hawke	122,164	(9,224)	112,940	2,400	0	115,340
21	W4196	Customer Support	Anita Ley	67,600	(12,000)	55,600	800	0	56,400
22	W4199	Central Service Overheads	Neil Hawke	10,642	(2,500)	8,142	0	0	8,142
23	W4200	Insurance	Pauline Henstock	41,531	30,500	72,031	0	5,200	77,231
24	W6021	Parish Support Grant	Pauline Henstock	106,753	0	106,753	(5,500)	(42,000)	59,253
25	W6040	Borrowing Costs	Pauline Henstock	97,000	607,475	704,475	0	683,000	1,387,475
26	W6101	Business Rates Income	Pauline Henstock	0	0	0	0	(40,000)	(40,000)
			2,571,731	639,102	3,210,833	110,600	598,500	3,919,933	

MTFS - Medium Term Financial Strategy, cost pressures and savings agreed as part of the budget process

(*) Other Adjustments = budget changes required following the award of the new Waste & Cleansing contract, allocation of price inflation to service budgets etc.

W4001	Chief Executive	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Expenditure							
	Employees		188,000	(20,205)	167,795	(90,900)	0	76,895
	Transport Related		3,500	0	3,500	0	0	3,500
	Supplies & Services		625	0	625	0	0	625
	Income							
	Recharges		(62,200)	0	(62,200)	62,200	0	0
	Net Expenditure		129,925	(20,205)	109,720	(28,700)	0	81,020
<i>(*) Interim Senior Leadership Team Arrangements (£34.0k)</i>								

W4004	Corporate Training & Occupational Health	Andy Wilson	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Expenditure							
	Employees		22,183	(4,000)	18,183	(15,000)	0	3,183
	Net Expenditure		22,183	(4,000)	18,183	(15,000)	0	3,183
<i>(*) Review of Corporate Training</i>								

W4009	Non Distributed Costs	Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Expenditure							
	Employees		95,000	0	95,000	0	0	95,000
	Corporate Items		557,000	(36,058)	520,942	0	0	520,942
	Net Expenditure		652,000	(36,058)	615,942	0	0	615,942

W4010	Price Inflation Provision	Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Expenditure							
	Corporate Items		50,530	(35,866)	14,664	70,000	(84,664)	0
	Net Expenditure		50,530	(35,866)	14,664	70,000	(84,664)	0
<i>(*) Other Goods & Services Inflation</i>								

W4011	Steady State Provision	Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Expenditure							
	Corporate Items		0	20,000	20,000	0	0	20,000
	Net Expenditure		0	20,000	20,000	0	0	20,000

W4020	Invest to Earn Initiatives	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Income							
	Rents		(100,000)	100,000	0	0	0	0
	Net Expenditure		(100,000)	100,000	0	0	0	0

	Internal Audit	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
			£'s	£'s	£'s	£'s	£'s	£'s
	Income							
	Rents		(100,000)	100,000	0	0	0	0
	Net Expenditure		(100,000)	100,000	0	0	0	0

W4041	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	15,600	(2,500)	13,100	0	0	13,100
	Supplies & Services	4,400	0	4,400	0	0	4,400
	Net Expenditure	20,000	(2,500)	17,500	0	0	17,500

W4082	Landlines	Mike Ward	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Supplies & Services	27,970	(6,970)	21,000	0	0	0	21,000
	Net Expenditure	27,970	(6,970)	21,000	0	0	0	21,000

W4084	ICT Software & Support Contracts	Mike Ward	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Supplies & Services	250,484	2,100	252,584	83,000	21,800	0	357,384
	Capital Charges	47,849	0	47,849	0	0	0	47,849
Net Expenditure	298,333	2,100	300,433	83,000	21,800	0	405,233	

(*) Review of ICT Contracts (£12k), Budget increase to align with current actual expenditure £95k

W4085	Mobile Phones	Mike Ward	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Supplies & Services	14,000	0	14,000	0	0	0	14,000
	Net Expenditure	14,000	0	14,000	0	0	0	14,000

W4086	Client Hardware Replacement	Mike Ward	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Supplies & Services	42,084	0	42,084	0	0	0	42,084
	Net Expenditure	42,084	0	42,084	0	0	0	42,084

W4087	Photocopiers	Mike Ward	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Supplies & Services	0	10,000	10,000	0	0	0	10,000
	Net Expenditure	0	10,000	10,000	0	0	0	10,000

W4100	Human Resources CoP	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	40,300	(2,300)	38,000	0	0	0	38,000
	Supplies & Services	2,640	0	2,640	0	0	0	2,640
	Income							
	Recharges	0	0	0	(20,000)	0	0	(20,000)
Net Expenditure	42,940	(2,300)	40,640	(20,000)	0	0	20,640	

(*) Corporate Consultancy Income (£20k)

W4101	Legal CoP	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	202,100	14,300	216,400	6,900	0	0	223,300
	Transport Related	800	0	800	0	0	0	800
	Supplies & Services	18,000	0	18,000	0	0	0	18,000
	Income							
	Recharges	(83,800)	(16,900)	(100,700)	0	0	0	(100,700)
Net Expenditure	137,100	(2,600)	134,500	6,900	0	0	141,400	

(*) Allocated share of payroll cost inflation, contractual increments, pay award etc.

W4102	Design CoP	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	23,400	(100)	23,300	0	0	0	23,300
	Net Expenditure	23,400	(100)	23,300	0	0	0	23,300

W4103	Finance CoP	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	186,800	(900)	185,900	3,400	0	0	189,300
	Transport Related	300	0	300	0	0	0	300
	Supplies & Services	22,863	0	22,863	0	0	0	22,863
	Income							
Recharges	(48,300)	500	(47,800)	0	0	0	(47,800)	
Net Expenditure	161,663	(400)	161,263	3,400	0	0	164,663	

(*) Allocated share of payroll cost inflation, contractual increments, pay award etc.

W4104	ICT CoP	Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	292,100	14,700	306,800	3,600	0	0	310,400
	Transport Related	1,100	0	1,100	0	0	0	1,100

	Supplies & Services	2,259	0	2,259	0	0	2,259
	Income						
	Recharges	(43,080)	400	(42,680)	0	0	(42,680)
	Net Expenditure	252,379	15,100	267,479	3,600	0	271,079

(* Allocated share of payroll cost inflation, contractual increments, pay award etc.

W4150	Support Services Case Management Sonia Powell	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	406,750	(32,850)	373,900	10,900	0	384,800
	Transport Related	700	0	700	0	0	700
	Supplies & Services	33,500	0	33,500	(1,200)	42,000	74,300
	Income						
	Recharges	(156,400)	21,500	(134,900)	0	0	(134,900)
	Net Expenditure	284,550	(11,350)	273,200	9,700	42,000	324,900

(* Allocated share of payroll cost inflation, contractual increments, pay award etc £10.9k, Council Tax e-billing (£1.2k)

W4160	Corporate Management Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	0	0	0	0	2,500	2,500
	Supplies & Services	66,984	0	66,984	0	10,664	77,648
	Net Expenditure	66,984	0	66,984	0	13,164	80,148

W4180	Support Services Management and Overheads Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	129,400	5,100	134,500	2,400	0	136,900
	Transport Related	400	0	400	0	0	400
	Supplies & Services	21,264	(11,764)	9,500	0	0	9,500
	Income						
	Recharges	(28,900)	(2,560)	(31,460)	0	0	(31,460)
	Net Expenditure	122,164	(9,224)	112,940	2,400	0	115,340

(* Allocated share of payroll cost inflation, contractual increments, pay award etc.

W4196	Customer Support Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	81,700	(14,200)	67,500	800	0	68,300
	Transport Related	200	0	200	0	0	200
	Income						
		Recharges	(14,300)	2,200	(12,100)	0	0
	Net Expenditure	67,600	(12,000)	55,600	800	0	56,400

(* Allocated share of payroll cost inflation, contractual increments, pay award etc.

W4199	Central Service Overheads Neil Hawke	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Supplies & Services	11,542	(2,500)	9,042	0	0	9,042
	Income						
		Recharges	(900)	0	(900)	0	0
	Net Expenditure	10,642	(2,500)	8,142	0	0	8,142

W4200	Insurance Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Employees	29,260	0	29,260	0	0	29,260
	Premises Related	9,178	30,500	39,678	0	0	39,678
	Transport Related	3,093	0	3,093	0	5,200	8,293
	Net Expenditure	41,531	30,500	72,031	0	5,200	77,231

W6021	Parish Support Grant Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS (*)	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Corporate Items	106,753	0	106,753	(5,500)	(42,000)	59,253
	Net Expenditure	106,753	0	106,753	(5,500)	(42,000)	59,253

(* Reduction in Town & Parish Council Tax Support Grant

W6040	Borrowing Costs Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Expenditure	£'s	£'s	£'s	£'s	£'s	£'s
	Capital Charges	137,000	607,475	744,475	0	643,000	1,387,475
	Income						
	Other Grants & Contributions	(40,000)	0	(40,000)	0	40,000	0
	Net Expenditure	97,000	607,475	704,475	0	683,000	1,387,475

(* Includes borrowing for commercial and non commercial property, waste vehicle fleet and leisure services

Other Adjustments - represents corresponding entries of £643,000 in both W1104 & W6040 to reflect gross rental position and borrowing costs

W6101	Business Rates Income Pauline Henstock	18/19 Base Net Budget	18/19 Virements	18/19 Revised Net Budget	MTFS	Other Adjustments	19/20 Draft Net Budget
	Income						

Recharges	0	0	0	0	(40,000)	(40,000)
Net Expenditure	0	0	0	0	(40,000)	(40,000)