

**West Devon Borough Council**  
**Draft Revenue Budget for the Financial Year 2020/21**

**APPENDIX F**

Service Group		19/20 Base Net Budget	19/20 Virements	19/20 Revised Net Budget	20/21 Pressures/ (Savings)	20/21 Budget Preparation Virements	20/21 Salary Estimate Virements	20/21 Final Base Budget
		£'s	£'s	£'s	£'s	£'s	£'s	£'s
a)	Customer Service & Delivery	5,283,481	(75,900)	5,207,581	437,997	0	(85,100)	5,560,478
b)	Place & Enterprise	(1,108,334)	97,176	(1,011,158)	(97,000)	0	11,000	(1,097,158)
c)	Governance & Assurance	2,770,721	9,300	2,780,021	11,500	0	4,900	2,796,421
d)	Strategic Finance	686,915	(30,576)	656,339	(219,197)	0	69,200	506,342
<b>Total</b>		<b>7,632,783</b>	<b>0</b>	<b>7,632,783</b>	<b>133,300</b>	<b>0</b>	<b>0</b>	<b>7,766,083</b>
Reversal of Depreciation		(554,188)						(554,188)
<b>Net Budget Total</b>		<b>7,078,595</b>						<b>7,211,895</b>
<b>Funded by:</b>								
Localised Business Rates (baseline funding level)		1,620,367						1,648,000
Business Rates Pooling Gain (£40,000 within the base budget)		0						95,000
National Business Rates Levy Surplus		25,000						0
New Homes Bonus		375,000						228,135
Council Tax (modelling an increase of £5 in 20/21)		4,673,499						4,796,895
Collection Fund Surplus		84,000						67,000
Rural Services Delivery Grant		464,365						464,365
Less: Contribution to Earmarked Reserves		(120,000)						(87,500)
Less: Contribution to Future Financial Stability Earmarked Reserve		(43,635)						0
<b>Total</b>		<b>7,078,595</b>						<b>7,211,895</b>

a)	Customer Service & Delivery	Budget Manager	19/20 Base Net Budget	19/20 Virements	19/20 Revised Net Budget	20/21 Pressures/ (Savings)	20/21 Budget Preparation Virements	20/21 Salary Estimate Virements	20/21 Final Base Budget
			£'s	£'s	£'s	£'s	£'s	£'s	£'s
W1010	Customer Contact Centre	Sarah Moody	252,300	0	252,300	13,100	(1,500)	(38,700)	225,200
W1013	Case Management Localities	Sarah Moody	237,500	0	237,500	13,000	(1,600)	(46,700)	202,200
W1020	Planning Applications and Advice	Pat Whymer	(354,795)	0	(354,795)	(15,000)	0	0	(369,795)
W1040	Local Land Charges	Pat Whymer	(88,806)	0	(88,806)	15,000	0	0	(73,806)
W1304	Grounds Maintenance (new code - transferred from W2300 below)	Sarah Moody	0	0	0	(20,000)	145,927	0	125,927
W1501	General Health	Ian Luscombe	14,170	0	14,170	0	0	0	14,170
W1531	Licensing	Ian Luscombe	(90,551)	0	(90,551)	0	0	0	(90,551)
W1533	Pest Control	Ian Luscombe	15,493	0	15,493	0	0	0	15,493
W1534	Pollution Control	Ian Luscombe	(2,671)	0	(2,671)	0	0	0	(2,671)
W1535	Food Safety	Ian Luscombe	698	0	698	0	0	0	698
W1536	Health & Safety at Work	Ian Luscombe	1,500	0	1,500	0	0	0	1,500
W1544	Community Safety	Ian Luscombe	6,500	0	6,500	0	0	0	6,500
W1545	Emergency Planning	Ian Luscombe	5,370	0	5,370	0	0	0	5,370
W1551	Homelessness	Isabel Blake	119,377	0	119,377	11,000	0	0	130,377
W1552	Housing Advice	Isabel Blake	1,200	0	1,200	0	0	0	1,200
W1555	Private Sector Housing Renewal	Ian Luscombe	31,595	0	31,595	0	0	0	31,595
W1565	Housing Benefit Payments	Isabel Blake	50,953	0	50,953	0	0	0	50,953
W1568	Housing Benefit Administration	Isabel Blake	(93,487)	0	(93,487)	10,000	(13,000)	0	(96,487)
W1571	Council Tax Collection	Isabel Blake	(274,500)	72,806	(201,694)	0	0	0	(201,694)
W1574	Council Tax Support	Isabel Blake	(56,000)	0	(56,000)	0	0	0	(56,000)

W1998	Case Management Customer Service & Delivery	Sarah Moody	885,206	(119,306)	765,900	94,900	(23,000)	(100)	837,700
W1999	Specialists Customer Service & Delivery (Note 1)	Catherine Bowen	1,518,100	66,000	1,584,100	146,700	(12,000)	(558,700)	1,160,100
W2300	Landscape Maintenance (External) - transferred to W1304	Sarah Moody	145,927	0	145,927	0	(145,927)	0	0
W4001	Senior Leadership Team (Note 1)	Sophie Hosking	99,525	0	99,525	(54,300)	0	226,700	271,925
W4002	Extended Leadership Team (Note 1)	Sophie Hosking	0	0	0	0	2,500	449,200	451,700
W4004	Corporate Training & Occupational Health	Andy Wilson	3,183	0	3,183	15,000	0	0	18,183
W4005	Case Management Service Based Training	Sarah Moody	0	0	0	0	11,700	0	11,700
W4015	Specialists Service Based Training	Catherine Bowen	0	0	0	0	12,400	0	12,400
W4041	Internal Audit	Catherine Bowen	25,400	0	25,400	800	0	0	26,200
W4082	Landline Telephones	Mike Ward	21,000	0	21,000	0	0	0	21,000
W4084	ICT Support Contracts	Mike Ward	357,384	0	357,384	149,000	0	0	506,384
W4085	Mobile Phones	Mike Ward	14,000	0	14,000	0	0	0	14,000
W4086	ICT Hardware Replacement	Mike Ward	42,084	0	42,084	0	0	0	42,084
W4087	Photocopiers/MFD's	Mike Ward	10,000	0	10,000	0	0	0	10,000
W4100	Specialists Human Resources CoP (Note 1)	Catherine Bowen	22,240	0	22,240	1,500	20,000	(5,500)	38,240
W4101	Specialists Legal CoP (Note 1)	Catherine Bowen	136,900	0	136,900	12,800	(2,500)	(26,900)	120,300
W4102	Specialists Design CoP	Catherine Bowen	23,800	0	23,800	1,000	0	8,100	32,900
W4103	Specialists Finance CoP (Note 1)	Catherine Bowen	165,763	0	165,763	11,900	(800)	(24,600)	152,263
W4104	Specialists ICT CoP (Note 1)	Catherine Bowen	275,979	0	275,979	11,600	(1,000)	(29,300)	257,279
W4150	Case Management Support Services (Note 1)	Sarah Moody	317,600	4,000	321,600	14,100	(4,000)	(86,300)	245,400
W4155	Case Management Digital Mail Room	Sarah Moody	0	0	0	0	0	44,800	44,800
W4160	Corporate Management	Pauline Henstock	80,148	(10,000)	70,148	18,197	13,000	0	101,345
W4196	ICT Customer Support	Sarah Moody	58,100	0	58,100	2,700	(200)	2,900	63,500
W4199	Central Service Overheads	Catherine Bowen	8,142	0	8,142	0	0	0	8,142
W6040	Borrowing Costs	Pauline Henstock	1,387,475	(89,400)	1,298,075	0	0	0	1,298,075
W6050	Interest & Investment Income	Pauline Henstock	(90,321)	0	(90,321)	(15,000)	0	0	(105,321)
			5,283,481	(75,900)	5,207,581	437,997	0	(85,100)	5,560,478

b)	Place & Enterprise	Budget Manager	19/20 Base Net Budget	19/20 Virements	19/20 Revised Net Budget	20/21 Pressures/ (Savings)	20/21 Budget Preparation Virements	20/21 Salary Estimate Virements	20/21 Final Base Budget
			£'s	£'s	£'s	£'s	£'s	£'s	£'s
W1030	Economic Development	Tom Jones	63,862	0	63,862	0	0	0	63,862
W1060	Community Development	Tom Jones	58,000	0	58,000	(15,500)	0	0	42,500
W1102	Tamar Valley Trust	Laura Wotton	48,982	0	48,982	0	0	0	48,982
W1104	Land & Investment Properties	Laura Wotton	(1,071,000)	89,400	(981,600)	(80,000)	0	0	(1,061,600)
W1161	Kilworthy Park Offices	Laura Wotton	246,026	0	246,026	5,500	0	1,100	252,626
W1200	Public Transport Assistance	Tom Jones	13,185	0	13,185	0	0	0	13,185
W1306	Countryside Recreation	Laura Wotton	10,080	0	10,080	0	0	0	10,080
W1311	Outdoor Sports & Recreation	Laura Wotton	14,810	0	14,810	(2,000)	0	0	12,810
W1400	Employment Estates	Laura Wotton	(38,717)	0	(38,717)	(25,000)	0	0	(63,717)
W1553	Housing Enabling	Tom Jones	240	0	240	0	0	0	240
W2101	Car & Boat Parking	Laura Wotton	(636,961)	0	(636,961)	15,000	0	9,900	(612,061)
W2310	Dog Warden Service	Laura Wotton	3,322	0	3,322	0	0	0	3,322
W2400	Public Conveniences	Tom Jones	115,023	7,776	122,799	5,000	0	0	127,799
W2721	Waste Depots	Laura Wotton	64,814	0	64,814	0	0	0	64,814
			(1,108,334)	97,176	(1,011,158)	(97,000)	0	11,000	(1,097,158)

c)	Governance & Assurance	Budget Manager	19/20 Base Net Budget	19/20 Virements	19/20 Revised Net Budget	20/21 Pressures/ (Savings)	20/21 Budget Preparation Virements	20/21 Salary Estimate Virements	20/21 Final Base Budget
			£'s	£'s	£'s	£'s	£'s	£'s	£'s
W1310	Leisure Centres	Jane Savage	223,077	0	223,077	(80,000)	0	0	143,077
W2017	Street and Beach Cleaning	Jane Savage	453,945	0	453,945	16,000	0	0	469,945
W2701	Waste & Recycling Collection Contract	Jane Savage	1,706,739	0	1,706,739	61,000	0	0	1,767,739
W2713	Trade Waste Services	Jane Savage	(15,000)	0	(15,000)	0	0	0	(15,000)
W2715	Garden Waste Collection	Jane Savage	(190,000)	0	(190,000)	0	0	0	(190,000)

W3001	Electoral Registration	Neil Hawke	94,845	0	94,845	2,400	0	(1,100)	96,145
W3030	Staff Forum	Lesley Crocker	5,000	0	5,000	0	0	0	5,000
W3041	Communications & Media	Lesley Crocker	57,030	0	57,030	3,100	0	5,900	66,030
W3050	Democratic Representation & Management	Darryl White	246,035	0	246,035	0	0	0	246,035
W3051	Member Support & Democratic Services	Darryl White	73,350	9,300	82,650	3,000	0	100	85,750
W4200	Insurance	Neil Hawke	77,231	0	77,231	6,000	0	0	83,231
W4511	Building Control Services	Jane Savage	38,469	0	38,469	0	0	0	38,469
			2,770,721	9,300	2,780,021	11,500	0	4,900	2,796,421

d)	Strategic Finance	Budget Manager	19/20 Base Net Budget	19/20 Virements	19/20 Revised Net Budget	20/21 Pressures/ (Savings)	20/21 Budget Preparation Virements	20/21 Salary Estimate Virements	20/21 Final Base Budget
			£'s	£'s	£'s	£'s	£'s	£'s	£'s
W4009	Non Distributed Costs	Lisa Buckle	615,942	0	615,942	(150,000)	0	80,400	546,342
W4010	Inflation/Pension Provision	Lisa Buckle	40,520	(30,576)	9,944	(10,197)	253	0	0
W4011	Steady State Review	Lisa Buckle	11,200	0	11,200	0	0	(11,200)	0
W6021	Council Tax Support Grant	Lisa Buckle	59,253	0	59,253	(59,000)	(253)	0	0
W6101	Business Rates Income (pooling gain)	Lisa Buckle	(40,000)	0	(40,000)	0	0	0	(40,000)
			686,915	(30,576)	656,339	(219,197)	0	69,200	506,342

**Note 1:** Following the Management restructure in 2019/20 the salary costs for these members of staff have been aggregated into two specific cost centres for the Senior Leadership Team and Extended Leadership Team.