

Budget 2020/21

An abstract graphic consisting of three overlapping, curved shapes. A large blue shape is on the left, a green shape is on the right, and a pink shape is at the bottom left. The shapes are separated by white space and have a slight 3D effect with shadows.

Draft Revenue Budget Digest 2020/2021

Published: Tuesday, 17 December 2019

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Introduction

This document provides a description of what each Council service does and how much it is proposed that they will spend next year, including how much income they will receive.

Revenue Budget 2020/21

as at 5th December 2019

Directorate/Service	Expenditure £000's	Income £000's	Net £000's
Adult Services and Housing	54,818	-14,942	39,876
Children's Services	99,516	-52,483	47,033
Dedicated Schools Grant included in Children's Services. 2020/21 allocation to be announced	42,000	-42,000	
Public Health	11,657	-1,753	9,904
Sub Total - Joint Commissioning Team	165,991	-69,178	96,813
<u>Corporate Services</u>			
Community Services	4,444	-2,803	1,641
Corporate Services	7,315	-3,405	3,910
Customer Services	56,090	-53,067	3,023
Housing Benefit included in Customer Services	50,080	-50,080	
Sub Total - Corporate Services	67,849	-59,275	8,574
<u>Finance</u>	27,934	-32,540	-4,606
<u>Place</u>			
Business Services and Regeneration and Assets	30,779	-17,823	12,956
Investment Properties	11,071	-16,212	-5,141
Planning and Transport	9,217	-2,216	7,001
Sub Total - Place	51,067	-36,251	14,816
TOTAL	312,841	-197,244	115,597
Sources of Funding			
Council Tax		-72,105	-72,105
Collection Fund Surplus		-1,700	-1,700
Revenue Support Grant		-6,539	-6,539
Business Rates (NNDR)		-34,424	-34,424
New Homes Bonus and Other Grants		-829	-829
TOTAL		-115,597	-115,597

Children's Services

Cabinet Member: Councillor Law

Responsible Officer: Nancy Meehan

Children's Safeguarding Service - Disabilities / Quality Assurance

This area of the budget covers services to safeguard children and young people with disabilities and work with families with complex needs. It covers the work associated with placing, supporting and monitoring the children with disabilities who need to be in the care of the local authority as well as the provision of short breaks; holiday playschemes; and other groups for children with complex to profound learning and/or physical disabilities.

This section also includes the Safeguarding Unit, the Torbay Safeguarding Children's Board and PARIS team as well as organisational development for all Children's Services staff.

Children's Safeguarding Service – Placement Costs and Allowances

This section of the budget only includes costs relating to the care of children in need or in care. It includes health income to support packages of care and contributions from Dedicated Schools Grant (DSG) for joint funded placements with an educational element.

Children's Safeguarding Service – Specialist Services/Intensive Youth

Children's Safeguarding team provides fostering and adoption services in Torbay such as recruitment, assessment, supervision and support. It also covers the Looked After Children/ Permanence team in which the Social Workers take the statutory responsibility, in conjunction with colleagues within the Adoption Team, for completing the necessary reports and procedures around the process of placing a child for adoption, from the making of a 'Placement Order'. And also the work of Long-Term Care:

In which a large number of the children allocated to this team are placed either in Torbay foster placements, or within 'out of area' fostering and residential provision.

This section also covers the work of the Integrated Youth Support Service that provides an integrated service to children and young people from the age of 10 until 25. The IYSS service will bring together a range of areas such as youth offending, care leavers, attendance improvement and provide targeted interventions to prevent or reduce the numbers of young people entering or remaining within the care system.

Children's Safeguarding Service – Senior Management/Support

This service includes the costs of LA funded Business Support including staff travel, subsidence, mobile phone and office expenses across Children's Services. It also includes the costs of the Senior Management Team.

Children's Safeguarding Service – Safeguarding & Supporting Families/Single Assessment/MASH

This section of the budget covers the Children in Need Service which came into effect on 1 June 2014 and is responsible for the following areas of social work: Initial Assessments, Core Assessments, Child Protection investigations (s47) from Initial Assessment where required, Children Looked After, Duty system/rota and Section 7 reports. It also covers The Family Solutions Service is one part of the journey towards the Integrated Services Delivery Model. This has enabled the opportunity to bring together the Family Intervention Project with the Locality Family Support Teams to create a new service of Community Care Workers currently delivering targeted interventions to children, young people and their families at high level 2 of the child's journey.

It is also responsible for child protection service where the teams hold caseloads of children who have been identified as being in need of support and/or protection which is delivered via a Child in Need plan or a Child Protection Plan. Those children most at risk of harm may be 'looked after' and their circumstances considered within the Court arena.

It also covers work by The Arc (Assessment Resource Centre), Intensive Family Support Service (IFSS) and Family Group Conferencing.

Commissioning Unit Including Youth and External Contracts

This includes Commissioning Unit (including Youth Carers Service), Youth Services an external contracts with Careers South West, Children's Society and Citizens Advice. This also includes the Troubled Families Grant.

Schools Services

This service includes services funded by the Dedicated Schools Grant (DSG) of approximately £42m and Council funding. The main services predominately by DSG are: - School Formula Allocations, Alternative Provision / Vulnerable Children, Independent Special School Fees, PVI and Early Years funding.

Services predominately funded by Council funding are:- Special Educational Needs, Home to School Transport / Escorts, other school support services including Educational Psychology and Advisory Teachers, Governing Body Support and Private Finance Initiative.

Children's Services

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees **	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Children's Safeguarding Service - Disabilities / Quality Assurance					
760	Children's Social Care Systems Team	4	140	0	140
709	Disabilities - Day Care Services	1.57	275	0	275
715	Disabilities - Direct Payments	0	557	-88	469
714	Disabilities - Overnight Short Breaks	0	359	0	359
712	Disabilities - Social Work Team	7.4	380	0	380
710	Disabilities- Occupational Therapy	0	144	0	144
708	Safeguarding Children Board	2.5	137	-85	52
707	Safeguarding Unit / Independent Reviewing	8.6	521	0	521
764	Workforce Development	3.6	315	0	315
Service Total		27.67	2,828	-173	2,655

ID	Service	Number of full time equivalent employees **	Total Expenditure £`000	Total Income £`000	Net Expenditure £`000
Children's Safeguarding Service - Placement Costs & Allowances					
762	16+ Independent Provision	0	2,210	0	2,210
735	16+ Non LAC - Lodgings / Personal Allowances	0	930	-75	855
743	Adoption Allowances	0	357	0	357
740	Child Arrangement Orders	0	281	0	281
736	Connected Persons Fostering	0	456	0	456
734	In House Fostering	0	4,613	-65	4,548
737	Independent Sector Fostering	0	4,786	0	4,786
738	Parent & Child Placements	0	575	0	575
739	Residential Care	0	10,250	-275	9,975
741	Section 17 - Assistance to Families	0	351	0	351
742	Special Guardianship Allowances	0	1,046	0	1,046
763	Unaccompanied Asylum Seeking Children		33	-28	5
Service Total		0	25,888	-443	25,445

ID	Service	Number of full time equivalent employees **	Total Expenditure £`000	Total Income £`000	Net Expenditure £`000
Children's Safeguarding Service - Specialist Services / Intensive Youth					
719	Adoption Service		843	0	843
718	Fostering-Recruitment, Assessment,Supervision & Support	13.48	874	0	874
722	Intensive Youth Support Service	7.62	319	0	319
716	Looked after Children Team	19.31	904	0	904
761	Placement with Families & Matching	5	172	0	172
720	Youth Offending	14.31	626	-343	283
Service Total		59.72	3,738	-343	3,395
Children's Safeguarding Service -Senior Management / Support					
725	Business Support - LA Funded	42.75	1,242	0	1,242
731	Senior Management Team	7.6	1,312	0	1,312
Service Total		50.35	2,554	0	2,554

ID	Service	Number of full time equivalent employees **	Total Expenditure £`000	Total Income £`000	Net Expenditure £`000
Children's Safeguarding Service-Safeguarding & Supporting Families/Single Assessment/MASH					
728	Assessment Resource Centre	9.39	344	0	344
717	Early Help Service	12.34	389	-188	201
727	Family Group Conferencing	0	71	0	71
729	Intensive Family Support / CAMHS	12	594	0	594
726	Multi Agency Safeguarding Hub (MASH)	10.2	436	0	436
732	Other Safeguarding Activities/Legal costs	2	1,446	-4	1,442
730	Safeguarding & Supporting Families / Single Assessment	50.99	4,205	0	4,205
Service Total		96.92	7,485	-192	7,293

Commissioning, Including Youth & External Contracts

703	Careers South West Contract	0	290	0	290
704	Children's Society Contract	0	184	0	184
756	Troubled Families Grant	2.81	250	-250	0

ID	Service	Number of full time equivalent employees **	Total Expenditure £`000	Total Income £`000	Net Expenditure £`000
705	Young Person's Substance Misuse	0	50	0	50
701	Youth Trust	7.77	347	0	347
Service Total		10.58	1,121	-250	871

Schools Services

765	Business Support - DSG Funded	7.35	183	-20	163
748	Early Years / Children's Centres Contract	8.34	1,033	-10	1,023
751	Home to School Transport / Escorts	3.67	2,294	-61	2,233
746	Independent Special School Fees	0	2,620	0	2,620
744	Medical Tuition Service / Virtual School & Other AP	20.62	1,237	0	1,237
752	Other School Support Services	14.27	2,453	-1,054	1,399
753	Private Finance Initiative	0	2,598	-1,873	725
747	PVI Nursery Funding - 2, 3 & 4 year olds	0	5,490	0	5,490
749	School Funding / DSG and Other Grants	1.43	35,194	-47,449	-12,255
706	SEND Reforms	6.6	800	0	800

ID	Service	Number of full time equivalent employees **	Total Expenditure £`000	Total Income £`000	Net Expenditure £`000
745	Special Educational Needs	8	2,000	-615	1,385
Service Total		70.28	55,902	-51,082	4,820
Total		315.52	99,516	-52,483	47,033

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services.
Indicative FTEs

**= 2019/20

Children's Safeguarding Service - Disabilities / Quality Assurance

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other / Contract s £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Income from Health £'000	Income Police / Probation £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
760	Children's Social Care Systems Team	4	140	0	0	0	0	140	0	0	0	0	0	140
709	Disabilities - Day Care Services	1.57	58	0	76	0	141	275	0	0	0	0	0	275
715	Disabilities - Direct Payments	0	0	0	0	0	557	557	0	0	-88	0	-88	469
714	Disabilities - Overnight Short Breaks	0	0	0	22	0	337	359	0	0	0	0	0	359
712	Disabilities - Social Work Team	7.4	332	0	48	0	0	380	0	0	0	0	0	380
700	Disabilities- Occupational Therapy	0	0	0	10	0	134	144	0	0	0	0	0	144
708	Safeguarding Children Board	2.5	95	5	37	0	0	137	-30	0	-37	-18	-85	52
707	Safeguarding Unit / Independent Reviewing	8.6	504	0	17	0	0	521	0	0	0	0	0	521
764	Workforce Development	3.6	163	0	32	0	120	315	0	0	0	0	0	315
Service Total		27.67	1,292	5	242	0	1,289	2,828	-30	0	-125	-18	-173	2,655

**= 2019/20 indicative FTE's

Children's Safeguarding Service - Placement Costs & Allowances

ID	Service	No of Staff (**FTE)	Employee	Premises	Supplies & Services	Payments to Carers	Payment to Provider	Total Expenditure (*ATL)	Fees, Charges & Sales	Govern't Grant Income	Income from Health	Other Income	Total Income (*ATL)	Net Expenditure (*ATL)
			Direct Costs											
		£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
762	16+ Independent Provision	0	0	0	12	0	2,198	2,210	0	0	0	0	0	2,210
735	16+ Non LAC - Lodgings / Personal Allowances	0	0	0	77	0	853	930	0	-75	0	0	-75	855
743	Adoption Allowances	0	0	0	0	357	0	357	0	0	0	0	0	357
740	Child Arrangement Orders	0	0	0	0	281	0	281	0	0	0	0	0	281
736	Connected Persons Fostering	0	0	0	0	456	0	456	0	0	0	0	0	456
734	In House Fostering	0	0	0	542	3,765	306	4,613	-31	0	-34	0	-65	4,548
737	Independent Sector Fostering	0	0	0	0	0	4,786	4,786	0	0	0	0	0	4,786
738	Parent & Child Placements	0	0	0	5	0	570	575	0	0	0	0	0	575
739	Residential Care	0	0	0	20	0	10,230	10,250	0	0	-275	0	-275	9,975
741	Section 17 - Assistance to Families	0	0	0	351	0	0	351	0	0	0	0	0	351
742	Special Guardianship Allowances	0	0	0	0	1,046	0	1,046	0	0	0	0	0	1,046
763	Unaccompanied Asylum Seeking Children		0	0	0	0	33	33	0	-28	0	0	-28	5

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Payments to Carers £'000	Payment to Provider £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Income from Health £'000	Other Income £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
Service Total		0	0	0	1,007	5,905	18,976	25,888	-31	-103	-309	0	-443	25,445

**= 2019/20 indicative FTE's

Children's Safeguarding Service - Specialist Services / Intensive Youth

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other / Contracts £'000	Total Expenditure (*ATL) £'000	Contribs. from other LA's £'000	Govern't Grant Income £'000	Income from Health £'000	Other Income £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
719	Adoption Service		0	0	9	0	834	843	0	0	0	0	0	843
718	Fostering-Recruitment, Assessment, Supervision &	13.48	797	0	77	0	0	874	0	0	0	0	0	874
722	Intensive Youth Support Service	7.62	289	0	30	0	0	319	0	0	0	0	0	319
716	Looked after Children Team	19.31	852	0	52	0	0	904	0	0	0	0	0	904
761	Placement with Families & Matching	5	170	0	2	0	0	172	0	0	0	0	0	172
720	Youth Offending	14.31	599	0	27	0	0	626	0	-187	-16	-140	-343	283
Service Total		59.72	2,707	0	197	0	834	3,738	0	-187	-16	-140	-343	3,395

**= 2019/20 indicative FTE's

Children's Safeguarding Service-Safeguarding & Supporting Families/Single Assessment/MASH

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other / Contracts £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Cont from Reserve £'000	Contribut'n from Grants £'000	Other income £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
728	Assessment Resource Centre	9.39	314	25	5	0	0	344	0	0	0	0	0	344
717	Early Help Service	12.34	382	0	7	0	0	389	0	0	-188	0	-188	201
727	Family Group Conferencing	0	0	0	0	0	71	71	0	0	0	0	0	71
729	Intensive Family Support / CAMHS	12	456	0	8	0	130	594	0	0	0	0	0	594
726	Multi Agency Safeguarding Hub (MASH)	10.2	435	0	1	0	0	436	0	0	0	0	0	436
732	Other Safeguarding Activities/Legal costs	2	246	0	734	0	466	1,446	-4	0	0	0	-4	1,442
730	Safeguarding & Supporting Families / Single Assessment	50.99	2,648	0	57	0	1,500	4,205	0	0	0	0	0	4,205
Service Total		96.92	4,481	25	812	0	2,167	7,485	-4	0	-188	0	-192	7,293

**= 2019/20 indicative FTE's

Children's Safeguarding Service -Senior Management / Support

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other income £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
725	Business Support - LA Funded	42.75	1,092	3	147	0	0	1,242	0	0	0	0	0	1,242
731	Senior Management Team	7.6	1,194	0	118	0	0	1,312	0	0	0	0	0	1,312
Service Total		50.35	2,286	3	265	0	0	2,554	0	0	0	0	0	2,554

**= 2019/20 indicative FTE's

Commissioning, Including Youth & External Contracts

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Income from Health £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
703	Careers South West Contract	0	0	0	290	0	0	290	0	0	0	0	0	290
704	Children's Society Contract	0	0	0	184	0	0	184	0	0	0	0	0	184
756	Troubled Families Grant	2.81	62	0	0	0	188	250	0	0	-250	0	-250	0
705	Young Person's Substance Misuse	0	0	0	50	0	0	50	0	0	0	0	0	50
701	Youth Trust	7.77	260	0	87	0	0	347	0	0	0	0	0	347
Service Total		10.58	322	0	611	0	188	1,121	0	0	-250	0	-250	871

**= 2019/20 indicative FTE's

Schools Services

ID	Service	No of Staff (**FTE)	Employee	Premises	Supplies & Services	Contribut'n to Reserves	Other	Total Expenditure (*ATL)	Fees, Charges & Sales	Govern't Grant Income	Contribut'n from Reserves	Buy-back from Schools	Total Income (*ATL)	Net Expenditure (*ATL)
			Direct Costs											
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
765	Business Support - DSG Funded	7.35	178	0	5	0	0	183	0	0	0	-20	-20	163
748	Early Years / Children's Centres Contract	8.34	364	40	629	0	0	1,033	-10	0	0	0	-10	1,023
751	Home to School Transport / Escorts	3.67	113	0	1,732	0	449	2,294	-20	-41	0	0	-61	2,233
746	Independent Special School Fees	0	0	0	0	0	2,620	2,620	0	0	0	0	0	2,620
744	Medical Tuition Service / Virtual School & Other AP	20.62	979	16	202	0	40	1,237	0	0	0	0	0	1,237
752	Other School Support Services	14.27	771	0	335	0	1,347	2,453	-40	-749	-28	-237	-1,054	1,399
753	Private Finance Initiative	0	0	0	2,141	457	0	2,598	-692	-503	-678	0	-1,873	725
747	PVI Nursery Funding - 2, 3 & 4 year olds	0	0	0	0	0	5,490	5,490	0	0	0	0	0	5,490
749	School Funding / DSG and Other Grants	1.43	33	20	0	689	34,452	35,194	-704	-45,306	-1,439	0	-47,449	-12,255
706	SEND Reforms	6.6	778	0	22	0	0	800	0	0	0	0	0	800
745	Special Educational Needs	8	671	0	132	0	1,197	2,000	-615	0	0	0	-615	1,385
Service Total		70.28	3,887	76	5,198	1,146	45,595	55,902	-2,081	-46,599	-2,145	-257	-51,082	4,820

**= 2019/20 indicative FTE'S

Adult Services

Cabinet Member: Councillor Stockman

Responsible Officer: Joanne Williams

Adult Social Care

The delegated services delivered directly or purchased are as follows:

Residential and Nursing Home Provision

Providing accommodation, care and support to clients unable to live at home. They may have chronic/complex needs which prevent them from being cared for safely at home or within another setting.

Care and Support (Domiciliary) and Day Care Services

Domiciliary care provides tailored personal care and support within a client's home to meet their individual needs. The person is visited at various times of the day or, in some cases, care is provided over a full 24-hour period. The integrated approach in Torbay continues to develop the range of skills that are available to support people with both personal and non-personal care. Day care is provided outside of the client's home and offers a range of meaningful social activities aimed at sustaining a person's capacity to live independently and enjoyment of life.

Learning Disabilities

Organisations within Torbay work together to ensure that people with a learning disability are able to enjoy the same basic rights as anyone else. People are housed and supported to find work that is suited to them. They are able to enjoy time with friends and family and take part in the culture and community of Torbay.

Mental Health Services

These services organise support for people with acute/severe and enduring mental health problems, using appropriate residential, nursing, domiciliary and day care services as well as providing specialist advice to other frontline teams. Services for people aged over 65 including those with dementias, are provided by the Integrated Care Organisation (ICO). Mental health services for people of working age under 65, are provided by Devon Partnership Trust and the ICO plays a lead role in co-ordination of these services.

Support to Carers

Information, advice and emotional support to carers is provided which seeks to prevent the breakdown of their own physical or mental health in carrying out their vital role. Flexible breaks and other support is available which is not dependent on accessing statutory services. The service enables an appropriate response to most needs and an effective referral mechanism for more complex cases.

Voluntary Sector

A vibrant voluntary and third sector is considered to be an intrinsic element of the care and support system. Commissioning, coordinating and the encouragement of both local and national organisations are undertaken to create a network of provision to support individuals and local communities.

Joint Equipment Store

The Community Equipment Service is jointly commissioned by Torbay Council and Clinical Commissioning Group from an independent service provider. It prescribes items of community equipment to promote independent living, palliative care and timely transfers of care.

The service provides complex aids for daily living (including specialist beds, mattresses, hoists and syringe pumps) and minor adaptations (such as grab rails and ramps). It also provides the administration for the Simple Aids for Daily Living (including walking frames, shower stools and bath boards) service which is provided by a range of local retailers.

Other Adult Services

This section of the budget covers services to Torbay Council Partnership Commissioning Team which provides a strategic commissioning approach to local adult social care challenges. It works with local partners and other local authorities across the region. It is pursuing the integration agenda by working increasingly closely with Public Health and Children's Services, to design ways of meeting the needs of families and the community. This includes looking at housing and accommodation issues, new ways of contracting with providers such as outcomes based working, seeking to bring in new investment to enable positive changes to the care system and continuing to find new, innovative ways to provide improved care and wellbeing for the population.

It ensures that the council remains compliant with legislation such as the Care Act 2014 and is represented at a regional and national level for Adult Social Services. It also oversees the contract with the ICO and the delivery of the delegated tasks.

Accommodation based and outreach support for vulnerable young people and families

This service provides mediation for vulnerable young homeless people, supported lodgings with host families and Foyer accommodation to support young homeless people into employment and training.

Family support

The Family Support Service provides accommodation and support for people experiencing domestic abuse, accommodation based support for families with complex needs and local commissioning of services supporting the Government's troubled families programme. Assessment, resettlement and accommodation support for single vulnerable homeless people and rough sleepers.

Specialist housing

This service covers extra care housing and accommodation with support for people with learning disabilities and poor mental and physical health.

Advocacy support and advice

Provides advocacy for patients and carers to feedback on health and social care and has input to the quality assurance of local provision including, care homes and community services.

Adult Services & Housing

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Adult Social Care					
101	Adult Social Care	0	37,262	-4,667	32,595
108	Adult Social Care Precept		6,059	0	6,059
110	Improved Better Care Fund		8,578	-8,578	0
100	Joint Equipment Store	0	1,022	-511	511
102	Other Adult Services	0	1,897	-1,186	711
Service Total		0	54,818	-14,942	39,876
Total		0	54,818	-14,942	39,876

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services

Adult Social Care

ID	Service	No of Staff (FTE)	Employee Direct Costs	Premises	Supplies & Services	Contribut'n to Reserves	Other	Total Expenditure (*ATL)	Fees, Charges & Sales	Govern't Grant Income	Contribut'n from Reserves	Other	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
101	Adult Social Care	0	0	0	37,262	0	0	37,262	0	-3,667	-1,000	0	-4,667	32,595
108	Adult Social Care Precept		0	0	6,059	0	0	6,059	0	0	0	0	0	6,059
110	Improved Better Care Fund		0	0	8,578	0	0	8,578	0	-8,578	0	0	-8,578	0
100	Joint Equipment Store	0	0	0	1,022	0	0	1,022	-511	0	0	0	-511	511
102	Other Adult Services	0	52	0	1,773	0	72	1,897	0	0	-259	-927	-1,186	711
	Service Total	0	52	0	54,694	0	72	54,818	-511	-12,245	-1,259	-927	-14,942	39,876

Note: The above budgets include £48m payable to the Integrated Care Organisation for the provision of Adult Social Care Services

Public Health

Cabinet Member: Councillor Stockman

Responsible Officer: Caroline Dimond

Public Health

Since 1 April 2013, Torbay Council has been responsible for some of the legal duties to improve the health of the local population. Others are the responsibility of Public Health England which is a Government agency that oversees national public health programmes such as national immunisation programmes.

The Public Health Team works closely with different departments within Torbay Council – specifically Adult Social care Commissioning with whom Public health now forms part of an integrated joint Commissioning Team. It also works alongside NHS Devon Torbay Clinical Commissioning Group (CCG), representatives of NHS England, statutory and non-statutory service providers and voluntary groups to create as integrated an approach as possible to improve the health of Torbay residents. In all it does, the Public Health Team seeks to ensure the health needs of disadvantaged communities and vulnerable groups within the area are addressed and there is due consideration made to addressing inequalities in health. The aim is to improve the health of all people, but improving the health of the poorest, fastest.

This includes prescribed functions such as sexual health, public health advice and health checks. Income includes wider grant contributions for the Office of the Police and Crime Commissioner to support substance misuse (drugs and alcohol) treatment services. Non prescribed functions include substance misuse, stop smoking, obesity and physical activity and also commissioning 0-19 service for families and young people (including Health Visitors and school nurses). Public Health also has responsibility for funding Community Development infrastructure organisation.

Public Health

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
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Public Health - Community Development

903	Community Development		15	0	15
Service Total			15	0	15

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Public Health - Joint Commissioning Team

904	Joint Commissioning Team	28.75	1,710	-1,057	653
Service Total			28.75	-1,057	653

Public Health - Ring-Fenced Grant

900	Management & Administration - Public Health	0	1,415	-693	722
901	Non Prescribed Functions - Public Health	0	4,456	-3	4,453
902	Prescribed Functions - Public Health	0	4,061	0	4,061

ID Service	Number of full time equivalent employees	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Service Total	0	9,932	-696	9,236
Total	28.75	11,657	-1,753	9,904

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services *

Public Health - Ring-Fenced Grant

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Contrib'ns from other £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
900	Management & Administration - Public	0	3	0	1,412	0	0	1,415	-251	0	-442	0	-693	722
901	Non Prescribed Functions - Public Health	0	0	0	4,456	0	0	4,456	0	0	0	-3	-3	4,453
902	Prescribed Functions - Public Health	0	0	0	4,061	0	0	4,061	0	0	0	0	0	4,061
Service Total		0	3	0	9,929	0	0	9,932	-251	0	-442	-3	-696	9,236

** = 2019/20 indicative FTE's

Public Health - Community Development

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Commun ity Centres £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
903	Community Development		0	0	0	0	15	15	0	0	0	0	0	15
Service Total			0	0	0	0	15	15	0	0	0	0	0	15

Public Health - Joint Commissioning Team

ID	Service	No of Staff (FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Communit'y Centres £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
904	Joint Commissioning Team	28.75	1,691	0	19	0	0	1,710	-1,021	0	0	-36	-1,057	653
Service Total		28.75	1,691	0	19	0	0	1,710	-1,021	0	0	-36	-1,057	653

Community Services

Cabinet Member: Councillor Carter

Responsible Officer: Tara Harris

Bereavement Services

This service was externalised in 2008 to Westerleigh Group who now manage the Cemeteries and Crematorium service under a 25 year lease and management agreement.

Community Protection and Private Housing Standards

Community Protection includes core statutory services of Environmental Health, namely Pollution Control and Private Sector Housing Standards and Anti-Social behaviour. Community Protection key services are managed collectively to ensure neighbourhood issues are adequately addressed.

The Community Protection Team has a range of mandatory regulatory responsibilities and the way in which it delivers services is governed by a large number of statutes.

The Private Sector Housing Standards Team deploys the statutory duties of the council, intervenes and regulates the private sector housing market in Torbay to ensure the health, safety and welfare of owner occupiers and tenants. The Home Improvement Service which supports vulnerable clients in their Disabled Facilities Grant adaptations is currently contracted out.

Food Safety, Licensing, Trading Standards, Health and Safety and Resilience

These statutory services protect the public's health, safety and welfare across Torbay. They are managed as an integrated team to improve the service to the customer and to improve efficiency. Food hygiene, food standards and health and safety enforcement. Investigation of infectious disease. Premises Licensing and Hackney Carriage and Private Hire Vehicle Licensing.

Health and Safety and Resilience – This includes corporate health and safety, emergency planning and business continuity which support all other business units of the Council and are an essential part of the Council's resilience and statutory responsibilities under the Health and Safety at Work Act and the Civil Contingencies Act.

Trading Standards in Torbay (fair trading, metrology, product safety) is now run by Devon County Council under a shared services arrangement.

Housing Services (Operational)

The Housing Options Service provides a range of services to prevent homelessness and support individuals and families in crisis, through the provision of emergency and temporary accommodation. Housing Options is the main referral route into any temporary accommodation contracted by the Authority.

There is a statutory duty to produce a Homelessness Strategy and maintain a housing register (Devon Home Choice). This requires the provision of a Housing Options service for prevention advice and homeless applications. In addition the Council has to provide emergency and temporary accommodation and access to support and supported accommodation to the meet different needs.

The Housing Options Team has a range of statutory duties to deliver emergency and temporary accommodation and prevent homelessness and manage the housing waiting list. The way in which it delivers services is governed by a large number of statutes.

Safer Communities

The Safer Communities team co-ordinates the Safer Communities Partnership as well as managing the front line service delivery of a number of partnership funded and delivered projects. Its main aim is to reduce the incidence and fear of crime, making Torbay a safe and healthy place to live in and visit. The Council has statutory duties as a Community Safety Partnership and also has duties to meet the requirements of Section 17 of the Crime and Disorder Act. Torbay Council works with other partners including the Police, Fire, Probation Service and NHS, who also contribute to the Safer Communities Partnership.

The Council has a statutory duty to maintain a Crime and Disorder Reduction Partnership. This duty includes a number of specific elements including: Community Safety meetings held, formal multi-agency information exchange protocol, holding public meetings to consult with communities about priorities, rolling strategic assessment of crime and disorder, implementation of a strategy to reduce offending, delivery of the PREVENT agenda and domestic homicide reviews.

CCTV and Security team support many of the Council's other functions, notably Safer Communities work, Licensing and the Night Time Economy; its duties under the Safety at Work Act 1974 with regard to its own staff, safeguarding of young people, prevention of sexual violence and supporting the anti-social behaviour team in delivering its work to reduce the impact of those with dependency problems and to protect those who are vulnerable.

Community Services

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Bereavement Services					
300	Bereavement Services	0	0	-798	-798
Service Total		0	0	-798	-798
Community Protection & Private Housing Standards					
302	Community Protection	12	636	-243	393
306	Private Sector Housing Standards	9.52	606	-295	311
Service Total		21.52	1,242	-538	704
Food Safety, Licensing, Trading Standards, Health & Safety, and Resilience					
304	Food Safety, Licensing and Trading Standards	15.4	1,034	-616	418
310	Health & Safety and Resilience	4	190	-19	171

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Service Total		19.4	1,224	-635	589

Housing Services (Operational)

308	Housing Options	15.59	492	-75	417
311	Licensed Accommodation	0	332	-214	118
314	Mediation & Housing Partnership	0	7	0	7
313	Prevention Fund	0	45	0	45
312	Rent Deposit Guarantee & Bond Scheme	0	11	0	11
309	Temporary Accommodation	0	455	-468	-13
Service Total		15.59	1,342	-757	585

Safer Communities

552	Corporate Security	9.15	434	-40	394
307	Safer Communities (inc Community Safety Partnership)	4	202	-35	167

ID Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Service Total	13.15	636	-75	561
Total	69.66	4,444	-2,803	1,641

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services. **= 2019/20 indicative FTE's

Bereavement Services

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other / Grants £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
300	Bereavement Services	0	0	0	0	0	0	0	-798	0	0	0	-798	-798
	Service Total	0	0	0	0	0	0	0	-798	0	0	0	-798	-798

**= 2019/20 indicative FTE's

Community Protection & Private Housing Standards

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Income from organisat'n £'000	Contribut'n from Reserves £'000	Other / Health income £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
302	Community Protection	12	470	11	155	0	0	636	-197	0	0	-46	-243	393
306	Private Sector Housing Standards	9.52	511	0	20	0	75	606	-169	0	0	-126	-295	311
Service Total		21.52	981	11	175	0	75	1,242	-366	0	0	-172	-538	704

**= 2019/20 indicative FTE's

Food Safety, Licensing, Trading Standards, Health & Safety, and Resilience

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Income frm othr Org £'000	Contribut'n from Reserves £'000	Buyback from Schools £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
304	Food Safety, Licensing and Trading Standards	15.4	743	0	291	0	0	1,034	-585	-31	0	0	-616	418
310	Health & Safety and Resilience	4	165	0	25	0	0	190	-6	0	0	-13	-19	171
Service Total		19.4	908	0	316	0	0	1,224	-591	-31	0	-13	-635	589

**= 2019/20 indicative FTE's

Housing Services (Operational)

ID	Service	No of Staff (**FTE)	Employee Direct Costs	Premises	Supplies & Services	Contribut'n to Reserves	Other	Total Expenditure (*ATL)	Fees, Charges & Sales	Housing Benefit Subsidy	Contribut'n from Reserves	Govt. Grant	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
308	Housing Options	15.59	486	0	6	0	0	492	0	0	-75	0	-75	417
311	Licensed Accommodation	0	0	332	0	0	0	332	0	-214	0	0	-214	118
314	Mediation & Housing Partnership	0	0	0	7	0	0	7	0	0	0	0	0	7
313	Prevention Fund	0	0	45	0	0	0	45	0	0	0	0	0	45
312	Rent Deposit Guarantee & Bond Scheme	0	0	11	0	0	0	11	0	0	0	0	0	11
309	Temporary Accommodation	0	0	279	176	0	0	455	0	0	-200	-268	-468	-13
	Service Total	15.59	486	667	189	0	0	1,342	0	-214	-275	-268	-757	585

**= 2019/20 indicative FTE's

Safer Communities

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other / Contribut'n £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
552	Corporate Security	9.15	302	0	132	0	0	434	-40	0	0	0	-40	394
307	Safer Communities (inc Community Safety)	4	120	0	9	0	73	202	0	0	-35	0	-35	167
Service Total		13.15	422	0	141	0	73	636	-40	0	-35	0	-75	561

**= 2019/20 indicative FTE's

Corporate Services and Operations

Cabinet Member: Councillor C Carter
Responsible Officer: Anne-Marie Bond

Corporate Support, Communications and Directors (JOT)

Corporate support combines a range of services which support the operation of the Council's services and includes support to the Overview and Scrutiny function within the Council. Policy, Performance and Review Team sets a framework for communication, consultation and equalities and they also support the development of Corporate Policy and complete statutory data returns along with analysing of a wide range of data. The Information Governance, Data Protection and Records Management services also forms part of this service, dealing with customer feedback, Freedom of Information Act requests, and Subject Access Requests.

Governance Support

This section of the budget reflects the expenditure incurred in relation to supporting the Council's decision making process and the political processes. It is a multi-skilled team who also undertake Election work including registration of electors. Member's allowances are also held in this budget.

Human Resources

Human Resources provides a range of services to the Council, Schools and external customers. This includes Payroll, Pensions, Workforce Planning, Organisational Development, Occupational Health, Counselling, Coaching and Mediation services.

Legal Services

Legal Services are provided to the Council, its Officers, Members and Committees. The division consist of the following Legal teams: - Property & Environment, Adult and Children's safeguarding, Litigation and Legal support including Records.

Legal Services also incorporates insurance and the Coroner which is now administrated by Plymouth City Council as the lead body for the combined Coroners area.

Library Services

As of 1 April 2018, Libraries Unlimited was commissioned by Torbay Council to run Torbay libraries on its behalf. Libraries Unlimited will be responsible for delivering the service, with Torbay Council retaining the statutory responsibility for the library service and oversight of the performance of the contract with Libraries Unlimited. The Council has a statutory duty to “provide an efficient and comprehensive Library Service” as per the Public Libraries and Museums Act 1964.

The library service currently provides a wide range of services and resources to support local people in their work, study and leisure pursuits. This includes four branch libraries, lending services such as books and audio –visual materials, reference information and local studies and also young people’s services and Inclusion services for disadvantaged people. The library service also provides events and festivals for all age groups including Agatha Christie, Summer Reading Challenge, author talks, musical and theatrical events, meeting rooms for hire, grant funded opportunities.

Post Room and Printing

Printing operates as a trading unit with all work charged on a job basis to clients both internal and external. The majority of work is required by Torbay Council with a diverse range of output from posters and outdoor banners through to offset/digital printing and regular complex mailing jobs obtaining the maximum postal discounts available.

The Post Team manage the receipt and dispatch of all internal and external mail generated by and for Torbay Council, the daily general courier and the education courier services are run from within the Post Team and they also operate the Council’s corporate scanning service which includes daily payments and benefit scanning.

The services share the role of Goods Inwards for the majority of parcel and large deliveries for the council. These services are not statutory although it supports all other departments across the authority as well as external customers.

Registration of Births, Death and Marriages

This service is responsible for the registration of birth and deaths and the officiation of marriages in accordance with the statutory requirements.

Transformation

The Transformation Programme is made up of projects which will transform the way the council delivers services whilst providing best value for money and improving outcomes for its communities.

Corporate Services

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Corporate Support, Communications & Directors (JOT)					
254	Communications Team	4.6	197	-60	137
258	Corporate Support	8.7	608	-63	545
255	Directors (JOT)	4	549	0	549
Service Total		17.3	1,354	-123	1,231
Governance Support					
259	Democratic Representation	7.1	303	-36	267
260	Elections	2.6	256	-1	255
261	Members Allowances	0	499	0	499
Service Total		9.7	1,058	-37	1,021

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Human Resources					
265	Corporate Apprentices		219	0	219
268	Corporate Recruitment	0	11	-1	10
267	Corporate Training	0	51	-3	48
266	Occupational Health	0	83	-45	38
263	Payroll	7	226	-185	41
264	Personnel	9.3	478	-212	266
Service Total		16.3	1,068	-446	622
Legal Services					
250	Coroner	0	420	0	420
252	Insurance	0	960	-220	740
253	Legal Services	21.2	1,019	-436	583
Service Total		21.2	2,399	-656	1,743

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
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Libraries

558	Library Services - Operational	0	802	0	802
Service Total		0	802	0	802

Post Room and Printing

501	Post Room	5	174	-74	100
503	Printing Services	6.3	982	-982	0
Service Total		11.3	1,156	-1,056	100

Registration of Births, Deaths & Marriages

262	Registrar - Births, Deaths & Marriages	6.3	265	-344	-79
Service Total		6.3	265	-344	-79

Transformation

ID	Service	Number of full time equivalent employees**	Total Expenditure £`000	Total Income £`000	Net Expenditure £`000
850	Transformation	6	-787	-743	-1,530
Service Total		6	-787	-743	-1,530
Total		88.1	7,315	-3,405	3,910

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services **= 2019/20 indicative FTE's

Corporate Support, Communications & Directors (JOT)

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
254	Communications Team	4.6	193	0	4	0	0	197	-60	0	0	0	-60	137
258	Corporate Support	8.7	343	0	265	0	0	608	-63	0	0	0	-63	545
255	Directors (JOT)	4	468	0	81	0	0	549	0	0	0	0	0	549
Service Total		17.3	1,004	0	350	0	0	1,354	-123	0	0	0	-123	1,231

** = 2019/20 indicative FTE's

Governance Support

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
259	Democratic Representation	7.1	272	6	25	0	0	303	-36	0	0	0	-36	267
260	Elections	2.6	94	0	91	71	0	256	-1	0	0	0	-1	255
261	Members Allowances	0	473	0	26	0	0	499	0	0	0	0	0	499
Service Total		9.7	839	6	142	71	0	1,058	-37	0	0	0	-37	1,021

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**= 2019/20 indicative FTE's

Human Resources

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Apprentice Levy £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
265	Corporate Apprentices		105	0	0	0	114	219	0	0	0	0	0	219
268	Corporate Recruitment	0	0	0	11	0	0	11	-1	0	0	0	-1	10
267	Corporate Training	0	0	0	51	0	0	51	-3	0	0	0	-3	48
266	Occupational Health	0	0	0	83	0	0	83	-45	0	0	0	-45	38
263	Payroll	7	219	0	7	0	0	226	-185	0	0	0	-185	41
264	Personnel	9.3	446	0	32	0	0	478	-212	0	0	0	-212	266
Service Total		16.3	770	0	184	0	114	1,068	-446	0	0	0	-446	622

**= 2019/20 indicative FTE's

Legal Services

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Insurance Premium £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
250	Coroner	0	0	0	420	0	0	420	0	0	0	0	0	420
252	Insurance	0	0	0	0	300	660	960	-220	0	0	0	-220	740
253	Legal Services	21.2	979	0	40	0	0	1,019	-436	0	0	0	-436	583
Service Total		21.2	979	0	460	300	660	2,399	-656	0	0	0	-656	1,743

**= 2019/20 indicative FTE's

Post Room and Printing

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
501	Post Room	5	143	0	31	0	0	174	-74	0	0	0	-74	100
503	Printing Services	6.3	250	21	711	0	0	982	-982	0	0	0	-982	0
Service Total		11.3	393	21	742	0	0	1,156	-1,056	0	0	0	-1,056	100

**= 2019/20 indicative FTE's

Registration of Births, Deaths & Marriages

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
262	Registrar - Births, Deaths & Marriages	6.3	253	0	12	0	0	265	-344	0	0	0	-344	-79
Service Total		6.3	253	0	12	0	0	265	-344	0	0	0	-344	-79

**= 2019/20 indicative FTE's

Transformation

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies and Services £'000	Whole Council Redesign £'000	Service Change (TOR2) £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
	850 Transformation	6	485	0	414	-386	-1,300	-787	-187	0	-556	0	-743	-1,530
	Service Total	6	485	0	414	-386	-1,300	-787	-187	0	-556	0	-743	-1,530

**= 2019/20 indicative FTE's

Customer Services

Cabinet Member: Councillor Carter

Responsible Officer: Matthew Fairclough-Kay

Information Technology (ICT)

Information Communication Technology (ICT) is a central support service providing Information communications technology (ICT) business systems and software support and development to the Council, Council Members, integrated Care Organisation and other Joint Working agencies.

The service provides:

- Technical support for the Councils ICT Infrastructure (Data/telephone Networks; Desktop PC's, Computer suite Server farm; Laptops, iPads and Printers;
- ICT network Security and Information Data security;
- Data backup and Disaster recovery.
- ICT Training
- ICT Service Desk function
- ICT application development and support of 200+ applications

Customer Services, Revenues & Benefits

The Call Centre manages telephone contact for a wide range of council services. The central face to face service for the public (Connections) is located in Paignton Library and Information Service. This team also manages the main Reception at Torquay Town Hall which includes the switchboard service. Connections also respond to over half the enquiries received via the website.

The Public Access Channel and Systems Team (PACS) support and develop multiple back office systems for various service areas including Customer Services. The team are also responsible for the development and maintenance of the Intranet, Corporate website and a range of other departmental and partnership websites some of which generate income for the Authority.

The PACS also set up and oversee all social media accounts used for business purposes by service areas and run the main corporate accounts sending out updates and dealing with enquiries through the accounts.

The back office elements of the team consists of a number of teams to undertake the following:

- Administration and payment of Housing Benefit and Council Tax Support.
- Transactional activity relating to Council Tax and Business Rates (National Non Domestic Rates).
- Administration of the Discretionary Awards and Crisis Support Scheme.
- Appeals for all schemes processed by the department.
- Recovery of Council Tax, Business Rates and other debts.
- Preparation of the Housing Benefit Subsidy claim and completion of all Government returns for the department

Customer Services

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Information Technology (ICT)					
502	Information Technology	29.2	2,596	-255	2,341
504	Voice Network	0	87	-2	85
Service Total		29.2	2,683	-257	2,426
Customer Services, Revenue and Benefits					
500	Customer Services	18.25	660	-32	628
403	Exchequer & Benefits	47.75	1,530	-675	855
406	Housing Benefits	0	50,980	-51,482	-502
409	Local Tax Collection	0	137	-521	-384
413	Social Fund	0	100	-100	0
Service Total		66	53,407	-52,810	597

ID Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Total	95.2	56,090	-53,067	3,023

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services. **= 2019/20 indicative FTE's

Customer Services, Revenue and Benefits

ID	Service	No of Staff (FTE)	Employee Direct Costs	Premises	Supplies & Services	Contribut'n to Reserves	Social Fund	Total Expenditure (*ATL)	Fees, Charges & Sales	Govern't Grant Income	Contribut'n from Reserves	Other	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
500	Customer Services	18.25	632	0	28	0	0	660	-22	0	0	-10	-32	628
403	Exchequer & Benefits	47.75	1,316	0	214	0	0	1,530	-14	-661	0	0	-675	855
406	Housing Benefits	0	0	0	50,980	0	0	50,980	0	-50,536	0	-946	-51,482	-502
409	Local Tax Collection	0	0	0	137	0	0	137	-317	-204	0	0	-521	-384
413	Social Fund	0	0	0	0	0	100	100	0	0	-100	0	-100	0
	Service Total	66	1,948	0	51,359	0	100	53,407	-353	-51,401	-100	-956	-52,810	597

Information Technology (ICT)

ID	Service	No of Staff (FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	IT Licence £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
502	Information Technology	29.2	1,369	0	419	0	808	2,596	-255	0	0	0	-255	2,341
504	Voice Network	0	0	0	87	0	0	87	-2	0	0	0	-2	85
Service Total		29.2	1,369	0	506	0	808	2,683	-257	0	0	0	-257	2,426

Libraries

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
	558 Library Services - Operational	0	0	0	802	0	0	802	0	0	0	0	0	802
	Service Total	0	0	0	802	0	0	802	0	0	0	0	0	802

**= 2019/20 indicative FTE's

Business Services

Cabinet Members: Councillors Long and Morey

Responsible Officer: Kevin Mowat

Council Assets

This area of the budget covers the centralised repairs and maintenance of the Council assets. Working alongside the Council the Torbay Development Agency's Property Services Team, it provides a corporate/strategic overview and on-going estate management to ensure that all assets are identified, fit for purpose, in good condition, used efficiently, held at lowest cost and, where appropriate, that they provide a good return on investment.

The key outcomes include:

- Asset Management Planning
- Property Development (including Housing)
- Repairs and Maintenance Co-ordination - Annual provision to support, on a prioritised basis, the repair and maintenance of the Council's assets.
- Compulsory Purchase Orders and Disposals
- Energy Management, Estate and Data Management
- Landlord & Tenant Act compliance
- Office Accommodation - This service reflects the expenditure on the provision of office accommodation for the Council, including all direct running costs and the hiring of Public Rooms. Office accommodation includes Torquay Town Hall, Tor Hill House and Paignton Library Hub.

Culture, Events and Sport

This service co-ordinates, supports and develops the cultural sector in Torbay. Work carried by this department makes an economic impact on the Council area including cultural tourism through the facilitation of more than 100 events on Council land and the delivery of some key events such as the English Riviera Airshow. The department works in an enabling and partnership role with cultural and arts groups, individuals and outside agencies including national bodies. The Music Hub is fully funded by Arts Council England. The Sport section includes the Development of sport and physical activity as well as sporting infrastructure and facilities. The Torbay Velopark and Torbay Leisure Centre is directly operated by Parkwood Leisure.

Torre Abbey is a designated museum and is directly managed and funded by Torbay Council including numerous community events and activities as well as tourism sector initiatives. Any annual grant support to Torquay Museum and Brixham Museum is included. The Council also utilises the Archives Service at the Devon Records Office currently managed by the Devon and Somerset Heritage Trust. Contractual payments associated with the management agreements for the Princess Theatre are also included here.

The Geopark Coordinator is also part of the team and oversees all aspects of the UNESCO English Riviera Global Geopark operation including participation on the international coordinating board.

Land Drainage and Flood Prevention

Key functions of the Engineering Services & Land Drainage Team include:

- Land drainage and flood prevention
- Urban design
- Structural design
- Cliffs and defences
- Development control support
- Building control support
- Civil engineering design and consultancy for revenue and capital schemes. This includes both internal and external clients
- Management of the Councils coastal and inland cliffs, sea defences and abandoned landfill sites

Torbay Council has a statutory responsibility under the Flood and Water Management Act 2010 for preparing and putting in place strategies for managing flood risk from groundwater, surface water and ordinary watercourses.

The Engineering Services team also supports a wide range of projects across Torbay, for example:

- Production of local flood risk management strategies (in line with national guidance)
- Undertaking the Flood Study for Torquay including the flood alleviation scheme for the town centre
- Identifying flood alleviation works in Torbay and undertaking project appraisal reports for these schemes in order to secure flood defence grant in aid funding from the Environment Agency in order to undertake these schemes.
- Statutory consultee for surface water issues on planning applications.

Management Support and Commissioning

This section of the budget covers management and support across a number of front line services. Included in this team are analytical staff that complete the statutory returns for the department. The concessionary fares officer also sits within this team.

This section also covers administration of Chairman of the Council, and contract management of Riviera International Conference Centre and Torbay Coast and Countryside Trust.

Parking Services

Parking services facilitates the provision of 39 car parks that are managed across Torbay containing 7,580 car parking spaces and 830 spaces on the highway serviced by parking meters, management and securing of car parks and lifts in multi storey car parks, cash collection is undertaken daily from pay and display parking machines and on street meters. Traffic regulation orders, abandoned vehicles, enforcement of parking restrictions for on and off street parking, appeal services as per Traffic Management Act 2008 and car park permits.

Public Toilets

Since May 2018 Toilets in Torbay have been managed by an external contractor Healthmatic. They are responsible for the day to day cleaning and maintenance of the toilets, while any major repairs still sit with the centralised repairs and maintenance budget. Capital funding will allow for some toilets to be refurbished and six toilets to be completely rebuilt by the end of 2020. This refurbishment along with a payment fee of 30p on all toilets will see a marked reduction in the budget.

Regeneration and Asset Management

The budget includes the payment by the Council to Torbay Development Agency Limited as a “core fee” for a number of services, in particular Asset Management. The payment includes an annual grant from the (former) Regional Development Agency also for strategic economic regeneration. TDA directly manages the Council’s business centres. The TDA are responsible for any shortfall or surplus on these centres.

The economic outcomes relate to:

- Creating jobs
- Raising Gross Value Added
- Attracting investment
- Generating growth
- Asset management

TDA delivers a range of professional services including:

- Asset, Estates & Facilities Management
- Economic Development
- Property Services including engineering, project management, mechanical and electrical engineering

Regeneration and Economic Growth Fund

In July 2019 the Council approved that a Torbay Economic Growth Fund be established. The value of the fund is £100m, using prudential borrowing. The fund will progress a range of capital projects for economic growth and regeneration within Torbay, to be funded from the future income from those projects. In addition the Council has a £25m Town Centre Regeneration Fund which is included in this section. Any ongoing revenue income and expenditure from these will be budgeted for once operational.

In 2019/20 the Council acquired the Fleet Walk Shopping Centre in Torquay, where any surplus will be retained for regeneration. Other assets include two units at Torbay Business Park, Paignton.

Strategic Commissioning Role

Tourism Bid Levy Payable on Council Properties

Tor Bay Harbour Authority

This service provides the Council's obligations as a statutory and competent harbour authority which includes inter alia:

- Maintenance and operation of a safe and efficient harbour
- Lighting and buoying responsibilities as a Local Lighthouse Authority
- Environmental protection and nature conservation
- A duty to conserve, maintain and improve the harbour and services/facilities therein

It aims to maintain the harbour fabric within the available resources in order to protect and enhance, where appropriate, the natural and built environment of the Bay. It provides mooring facilities and other marine services to the local community and manages the harbour estate efficiently and acts as a responsible landlord.

This area of the business unit also includes beach management and resort services including services such as beach huts.

Waste, Cleansing and Natural Environment

The key functions of the Waste business unit are to ensure that Torbay's household waste is collected regularly, and sent for recycling or disposal.

Cleansing and waste collection is mainly provided through the Council's contract with TOR2, but from July 2020 this service will be brought back within the direct control of the Council. These Services include street sweeping, Litter Bin Service, Fly tipping and discarded needle collection, Domestic Household Refuse Collection, Domestic Household recycling, waste minimisation and education, Recycling and food waste collection, provision of a Household Waste Recycling Centre and a Transfer Station.

Disposal of residual waste is via the Energy from waste plant in Plymouth, which is run partnership with Devon County Council and Plymouth City Council. This ensures that apart from about 20 tonnes of Asbestos that is collected annually and Landfilled, Torbay is otherwise a zero waste to Landfill Authority.

The Natural Environment part of the budget covers parks management, grounds maintenance including highway verges, arboriculture/woodland management, allotments, children's play areas and dog bins along with management of Torbay Coast and Countryside Trust.

Waste and Natural Environment also provide advice to members, the public, local groups and organisations and ensures the Council is compliant with current legislation.

Business Services, Regeneration and Assets

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Business Services - Management, Support and Commissioning					
571	Chairman of the Council	0	17	0	17
564	Management (JOT) & Administration	4	217	-60	157
303	Operational Support & Admin	13.74	389	0	389
412	Riviera International Centre	0	100	0	100
580	Torbay Coast and Countryside Trust	0	173	0	173
Service Total		17.74	896	-60	836

Council Assets

350	Centralised Premises costs & R&M	0	1,418	-5	1,413
355	Leased Properties	0	185	-809	-624
356	Office Accommodation	0	1,757	-224	1,533

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Service Total		0	3,360	-1,038	2,322

Culture, Events and Sport

550	Arts Development	0	6	-12	-6
551	Events	4.8	237	-86	151
577	Music Hub		174	-182	-8
568	Seafront Illuminations	0	90	-20	70
565	Sport	2.71	253	-274	-21
566	Theatres & Public Entertainment	0	80	-12	68
560	Torre Abbey inc Museums	9.31	621	-272	349
Service Total		16.82	1,461	-858	603

Land Drainage & Flood Prevention

352	Land Drainage	0	121	0	121
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ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Service Total		0	121	0	121

Parking Services

802	Car Parking - Enforcement	24.2	895	-993	-98
804	Car Parking - Off Street Parking	6.55	1,099	-4,736	-3,637
803	Car Parking - On Street Parking	0	224	-1,709	-1,485
Service Total		30.75	2,218	-7,438	-5,220

Public Toilets

562	Public Toilets (Operations)	0	480	-145	335
358	Public Toilets (Repairs and Maintenance)	0	20	0	20
Service Total		0	500	-145	355

Regeneration & Asset Management

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
569	Bid Levy payable on Council Properties		26	0	26
353	Fleet Walk Shopping Centre	0	1,523	-1,523	0
351	Regeneration & Asset Management	0	1,049	0	1,049
359	Regeneration Properties	0	382	-638	-256
Service Total		0	2,980	-2,161	819

Tor Bay Harbour Authority

801	Beach Services	3	677	-931	-254
800	Tor Bay Harbour Authority	20.4	3,460	-3,460	0
Service Total		23.4	4,137	-4,391	-254

Waste, Cleansing and Natural Environment

563	Recreation and Landscape	9.6	1,953	-515	1,438
572	Street Cleansing	0	2,025	0	2,025
573	Waste Collection		4,892	-23	4,869

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
574	Waste Disposal	0	6,236	-1,194	5,042
Service Total		9.6	15,106	-1,732	13,374
Total		98.31	30,779	-17,823	12,956

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services **=2019/20 indicative FTE's

Council Assets

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Reserves / Capital £'000	Other £'000	Total Expenditure (*ATL) £'000	Rental Income £'000	Other £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
350	Centralised Premises costs & R&M	0	0	1,359	59	0	0	1,418	0	-5	0	0	-5	1,413
355	Leased Properties	0	0	131	44	10	0	185	-765	0	0	0	-809	-624
356	Office Accommodation	0	27	945	739	46	0	1,757	-214	-10	0	0	-224	1,533
Service Total		0	27	2,435	842	56	0	3,360	-979	-15	0	0	-1,038	2,322

**= 2019/20 indicative FTE's

Culture, Events and Sport

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
550	Arts Development	0	0	0	6	0	0	6	-12	0	0	0	-12	-6
551	Events	4.8	184	3	50	0	0	237	-86	0	0	0	-86	151
577	Music Hub		73	0	101	0	0	174	0	-182	0	0	-182	-8
568	Seafront Illuminations	0	0	42	48	0	0	90	-20	0	0	0	-20	70
565	Sport	2.71	102	45	106	0	0	253	-249	-25	0	0	-274	-21
566	Theatres & Public Entertainment	0	0	0	80	0	0	80	-12	0	0	0	-12	68
560	Torre Abbey inc Museums	9.31	307	3	211	100	0	621	-272	0	0	0	-272	349
Service Total		16.82	666	93	602	100	0	1,461	-651	-207	0	0	-858	603

**= 2019/20 indicative FTE's

Tor Bay Harbour Authority

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
801	Beach Services	3	96	140	261	0	180	677	-931	0	0	0	-931	-254
800	Tor Bay Harbour Authority	20.4	660	667	2,133	0	0	3,460	-3,382	0	-78	0	-3,460	0
Service Total		23.4	756	807	2,394	0	180	4,137	-4,313	0	-78	0	-4,391	-254

**= 2019/20 indicative FTE's

Land Drainage & Flood Prevention

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Env Agency Precept £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
352	Land Drainage	0	0	26	0	0	95	121	0	0	0	0	0	121
Service Total		0	0	26	0	0	95	121	0	0	0	0	0	121

Business Services - Management, Support and Commissioning

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
571	Chairman of the Council	0	5	0	12	0	0	17	0	0	0	0	0	17
564	Management (JOT) & Administration	4	202	0	15	0	0	217	-50	0	-10	0	-60	157
303	Operational Support & Admin	13.74	350	0	39	0	0	389	0	0	0	0	0	389
412	Riviera International Centre	0	0	0	0	0	100	100	0	0	0	0	0	100
580	Torbay Coast and Countryside Trust	0	0	0	173	0	0	173	0	0	0	0	0	173
Service Total		17.74	557	0	239	0	100	896	-50	0	-10	0	-60	836

**= 2019/20 indicative FTE's

Parking Services

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
802	Car Parking - Enforcement	24.2	617	20	247	11	0	895	-993	0	0	0	-993	-98
804	Car Parking - Off Street Parking	6.55	249	283	567	0	0	1,099	-4,736	0	0	0	-4,736	-3,637
803	Car Parking - On Street Parking	0	0	9	185	30	0	224	-1,709	0	0	0	-1,709	-1,485
Service Total		30.75	866	312	999	41	0	2,218	-7,438	0	0	0	-7,438	-5,220

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**= 2019/20 indicative FTE's

Public Toilets

ID	Service	No of Staff (**FTE)	Employee Direct Costs	Premises	Supplies & Services	Contribut'n to Reserves	Other	Total Expenditure (*ATL)	Fees, Charges & Sales	Govern't Grant Income	Contribut'n from Reserves	Other	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
562	Public Toilets (Operations)	0	0	1	377	0	102	480	-141	0	0	-4	-145	335
358	Public Toilets (Repairs and Maintenance)	0	0	20	0	0	0	20	0	0	0	0	0	20
Service Total		0	0	21	377	0	102	500	-141	0	0	-4	-145	355

Regeneration & Asset Management

ID	Service	No of Staff (**FTE)	Supplies & Services £'000	Contribut'n to Reserves £'000	Capital Costs £'000	Asset Managemt Fee £'000	RDA Grant £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Rental £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
569	Bid Levy payable on Council Properties		26	0	0	0	0	26	0	0	0	0	0	26
353	Fleet Walk Shopping Centre	0	158	559	806	0	0	1,523	0	0	0	-1,523	-1,523	0
351	Regeneration & Asset Management	0	0	0	0	736	313	1,049	0	0	0	0	0	1,049
359	Regeneration Properties	0	0	0	382	0	0	382	-555	0	0	-83	-638	-256
Service Total		0	184	559	1,188	736	313	2,980	-555	0	0	-1,606	-2,161	819

Waste, Cleansing and Natural Environment

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	PFI Contract £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	PFI Credits £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
563	Recreation and Landscape	9.6	295	724	913	21	0	1,953	-515	0	0	0	-515	1,438
572	Street Cleansing	0	0	0	2,025	0	0	2,025	0	0	0	0	0	2,025
573	Waste Collection		0	0	4,892	0	0	4,892	-23	0	0	0	-23	4,869
574	Waste Disposal	0	4	9	4,986	0	1,237	6,236	-3	-1,191	0	0	-1,194	5,042
Service Total		9.6	299	733	12,816	21	1,237	15,106	-541	-1,191	0	0	-1,732	13,374

Service Total
 ** = 2019/20 indicative FTE's

Investment Properties

Cabinet Member: Councillor Cowell

Responsible Officer: Kevin Mowat

Investment Properties

This refers to properties purchased for investments returns. Includes Wren Park in Torquay, Gadeon House in Exeter, Amazon Dept, Exeter, Bookers in Didcot, Crown Records, Exeter, Fugro House in Wallingford, Tesco in Ferndown, Kingsnorth at Medway, Woodwater House in Exeter, Twyver House in Gloucester, The Range at Babbacombe, Travelodge in Chippenham and Factory at Lucklow Road, Bodmin. Also this heading includes historic investment properties such as Torquay Golf Course, Waterside caravan park and Unit 3 Riviera Way.

Business Services, Regeneration Investment Properties

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Investment Properties					
852	Investment Fund		11,009	-15,843	-4,834
851	Investment Properties (other)		62	-369	-307
Service Total			11,071	-16,212	-5,141
Total			11,071	-16,212	-5,141

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services

Investment Properties

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Capital Costs £'000	Contribut'n to Reserves £'000	Total Expenditure (*ATL) £'000	Rental Income £'000	Loan Interest (net) £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
852	Investment Fund		0	5	78	9,663	1,263	11,009	-15,273	-246	-324	0	-15,843	-4,834
851	Investment Properties (other)		0	0	0	62	0	62	-369	0	0	0	-369	-307
Service Total			0	5	78	9,725	1,263	11,071	-15,642	-246	-324	0	-16,212	-5,141

Planning and Transport

Cabinet Member: Councillor Morey
Responsible Officer: Andrew England

Building Control

The Building Control statutory service is a cost recovery fee earning service which sets charges to recover the actual costs for carrying out the main building regulation function. Through a variety of legislation, the service administers and enforces a framework of national technical standards covering the design, construction, extension, adaptation and use of all types of buildings frequented by people. These standards also include provisions for: structural stability, fire protection, means of escape in case of fire, drainage, sound insulation, and ventilation.

Building Control is a statutory service, which regulates the built environment. This includes the health, safety, welfare and convenience of persons in and around buildings, the provision of access and facilities for persons with disabilities and the conservation of fuel and energy.

Concessionary Fares

Torbay Council operates a concessionary travel scheme under powers given to the Council as a Travel Concession Authority (TCA) that are primarily contained within the Transport Act 1985, the Transport Act 2000, the Travel Concession (Eligibility) Act 2002, and the Concessionary Bus Travel Act 2007. These are national, statutory schemes.

The scheme provides a travel facility for persons of or above a certain age or who have a long term or permanent disability which affects their ability to get around. This facility lets them travel freely on services starting between 9:30 and 23:00 during weekdays, or all day on weekends and public holidays, on participating services. A negotiated cost per trip is paid to the operators by the council each month based on the number of trips taken.

Spatial Planning

Spatial Planning is responsible for regulating the construction of the built environment whilst promoting sustainable development. The service is also responsible for dealing with planning applications, appeals and enforcement, planning services and also incorporates Land Charges. Strategic Planning covers the statutory and advisory role of Strategic and Local Planning, Transportation and Environmental Policy / Sustainability. This includes preparation of input into the South West Regional Spatial Strategy, the Council's Local Development Framework,

Local Transport Plan, Transport delivery reports, Climate Change, Sustainable Energy and other strategic plans and policies plus associated policy implementation and research, monitoring and project management.

Highways

This section of the budget provides statutory duty in discharging the Council's Highway Authority functions in managing and maintaining the highway network, street lighting and public rights of way. This includes road maintenance, restructuring, resurfacing and surface dressing. It is also responsible for the control and movement of vehicles, development and implementation of transport policies and schemes in support of the Local Transport Plan, also improving road safety which includes school crossing patrols.

Planning and Transport

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Building Control					
650	Building Control	7.12	362	-321	41
Service Total		7.12	362	-321	41
Concessionary Fares					
651	Concessionary Fares	0	4,053	-7	4,046
Service Total		0	4,053	-7	4,046
Spatial Planning					
652	Strategic Planning	6.9	356	-21	335
653	Development & Planning Services	23.7	984	-976	8
Service Total		30.6	1,340	-997	343

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Highways					
581	Highways - Winter Maintenance	0	141	0	141
576	Street Lighting		977	0	977
579	Highways - Structures	0	37	0	37
561	Road Safety & School Crossing Patrols	4.6	83	-81	2
557	Highways - Roads	0	286	-185	101
556	Highways - Cyclical Maintenance	7.75	1,202	0	1,202
555	Highways - Rechargeable Works	0	72	-294	-222
553	Highways - Network Co-ordination	11.35	623	-290	333
570	Transport Co-Ordination		41	-41	0
Service Total		23.7	3,462	-891	2,571
Total		61.42	9,217	-2,216	7,001

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services ** - 2019/20 Indicative FTE's

Building Control

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
	650 Building Control	7.12	322	0	40	0	0	362	-321	0	0	0	-321	41
	Service Total	7.12	322	0	40	0	0	362	-321	0	0	0	-321	41

**= 2019/20 indicative FTE's

Concessionary Fares

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
651	Concessionary Fares	0	0	0	4,053	0	0	4,053	-7	0	0	0	-7	4,046
Service Total		0	0	0	4,053	0	0	4,053	-7	0	0	0	-7	4,046

Highways

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Section 38 Income £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
556	Highways - Cyclical Maintenance	7.75	302	88	812	0	0	1,202	0	0	0	0	0	1,202
553	Highways - Network Co-ordination	11.35	454	0	169	0	0	623	-290	0	0	0	-290	333
555	Highways - Rechargeable Works	0	0	72	0	0	0	72	-140	0	0	-154	-294	-222
557	Highways - Roads	0	0	0	286	0	0	286	-185	0	0	0	-185	101
579	Highways - Structures	0	0	2	35	0	0	37	0	0	0	0	0	37
561	Highways - Winter Maintenance	0	0	0	141	0	0	141	0	0	0	0	0	141
561	Road Safety & School Crossing Patrols	4.6	80	0	3	0	0	83	-81	0	0	0	-81	2
576	Street Lighting		0	391	454	0	132	977	0	0	0	0	0	977
570	Transport Co-Ordination		30	0	11	0	0	41	-17	-24	0	0	-41	0
Service Total		23.7	866	553	1,911	0	132	3,462	-713	-24	0	-154	-891	2,571

**= 2019/20 indicative FTE's

Spatial Planning

ID	Service	No of Staff (**FTE)	Employee Direct Costs £'000	Premises £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Local Plan £'000	Total Expenditure (*ATL) £'000	Fees, Charges & Sales £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Other £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
653	Development & Planning Services	23.7	917	0	67	0	0	984	-976	0	0	0	-976	8
652	Strategic Planning	6.9	331	0	25	0	0	356	-21	0	0	0	-21	335
Service Total		30.6	1,248	0	92	0	0	1,340	-997	0	0	0	-997	343

**= 2019/20 indicative FTE's

Finance

Cabinet Member: Councillor Cowell

Responsible Officer: Martin Phillips

Budgets Held Centrally

There are a number of budgets which are held centrally these include:

- Pension deficit which is the annual cash payment Council is required to make to the Local Government Pension Scheme pension fund in relation to past employees, and
- Pension enhancements which are the ongoing costs of historic awards of discretionary pensions including the Council's contribution to Devon County Council's pre 1998 awards

Corporate Management includes subscriptions such as the Local Government Association.

Financial Services and Internal Audit

Financial Services is responsible for the co-ordination and planning of the Council's budget, financial statements, financial advice, creditor payments and cashiers. Services include – Closure of Accounts including production of statement of accounts; Budget and Resource Planning and Preparation; Budget Monitoring for Services; Treasury Management; Capital Planning- resourcing and monitoring; Technical Advice and Major Project work; submission of Statutory Returns and Grant Claims; Provision of brought back service to Schools and Financial Systems.

The Council's internal audit function is provided by the Devon Audit Partnership, a joint service with Devon County and Plymouth City Councils.

The Council's Counter Fraud Team works with partner agencies and colleagues from across the Council to identify, investigate and prevent fraudulent activity. The teams acts proactively to identify changes in the Council Tax and Business Rates charge-base that go unreported to the Council, preventing the opportunity for fraudulent activity.

Grant Income and Contingencies

This area of the budget contains a number of cross cutting Council budgets including contingencies for service pressures and social care and number of grants.

Treasury Management

This area of the budget reflects the costs of borrowing to support capital expenditure, both interest paid and repayment of principal (Minimum Revenue Provision), interest earned on cash balances, principal and interest costs of PFI projects offset by PFI Credits from government, treasury charges including bank charges and other income from services for supported borrowing and bank charges.

Finance

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Budgets held Centrally					
401	Corporate Management	0	81	0	81
404	External Audit Fees	0	130	0	130
410	Pension Costs	0	1,675	-30	1,645
Service Total		0	1,886	-30	1,856
Financial Services & Internal Audit					
405	Financial Services	28	1,528	-183	1,345
408	Internal Audit	0	186	-23	163
415	Procurement	6	221	-69	152
Service Total		34	1,935	-275	1,660

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Grant Income and Contingencies					
400	Corporate Issues	0	2,079	-6,814	-4,735
420	NNDR Devonwide Pilot	0	0	-900	-900
421	Public Health Grant		0	-9,235	-9,235
Service Total		0	2,079	-16,949	-14,870
Treasury Management					
402	Debt - (Principal & Interest)	0	21,519	-14,051	7,468
407	Interest & Bank Charges	0	515	-1,235	-720
Service Total		0	22,034	-15,286	6,748
Total		34	27,934	-32,540	-4,606

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services **= 2019/20 Indicative FTE's

Budgets held Centrally

ID	Service	No of Staff (**FTE)	Pension Deficit	Pension Enhancements	Supplies & Services	Contribut'n to Reserves	Other	Total Expenditure (*ATL)	Fees, Charges & Sales	Govern't Grant Income	Contribut'n from Reserves	Other	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
401	Corporate Management	0	0	0	81	0	0	81	0	0	0	0	0	81
404	External Audit Fees	0	0	0	130	0	0	130	0	0	0	0	0	130
410	Pension Costs	0	461	1,207	7	0	0	1,675	-30	0	0	0	-30	1,645
	Service Total	0	461	1,207	218	0	0	1,886	-30	0	0	0	-30	1,856

Finance

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Budgets held Centrally					
401	Corporate Management	0	81	0	81
404	External Audit Fees	0	130	0	130
410	Pension Costs	0	1,675	-30	1,645
Service Total		0	1,886	-30	1,856
Financial Services & Internal Audit					
405	Financial Services	28	1,528	-183	1,345
408	Internal Audit	0	186	-23	163
415	Procurement	6	221	-69	152
Service Total		34	1,935	-275	1,660

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
Grant Income and Contingencies					
400	Corporate Issues	0	2,079	-6,814	-4,735
420	NNDR Devonwide Pilot	0	0	-900	-900
421	Public Health Grant		0	-9,235	-9,235
Service Total		0	2,079	-16,949	-14,870
Treasury Management					
402	Debt - (Principal & Interest)	0	21,519	-14,051	7,468
407	Interest & Bank Charges	0	515	-1,235	-720
Service Total		0	22,034	-15,286	6,748
Total		34	27,934	-32,540	-4,606

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services **= 2019/20 Indicative FTE's

Grant Income and Contingencies

ID	Service	No of Staff (**FTE)	Service Pressures & Pay	Demographic Contingency	General Contingency	Other	General Fund Contrbn	Total Expenditure (*ATL)	Other	Govern't Grant Income	NNDR Pool	Marine, Printing & Public Health	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
400	Corporate Issues	0	779	300	500	0	500	2,079	0	-5,166	0	-1,648	-6,814	-4,735
420	NNDR Devonwide Pilot	0	0	0	0	0	0	0	0	0	-900	0	-900	-900
421	Public Health Grant		0	0	0	0	0	0	0	-9,235	0	0	-9,235	-9,235
Service Total		0	779	300	500	0	500	2,079	0	-14,401	-900	-1,648	-16,949	-14,870

Treasury Management

ID	Service	No of Staff (**FTE)	Interest Paid £'000	MRP £'000	Supplies & Services £'000	Contribut'n to Reserves £'000	Other £'000	Total Expenditure (*ATL) £'000	Interest Received £'000	Govern't Grant Income £'000	Contribut'n from Reserves £'000	Capital from Services £'000	Total Income (*ATL) £'000	Net Expenditure (*ATL) £'000
402	Debt - (Principal & Interest)	0	14,264	7,245	0	10	0	21,519	0	-922	0	-13,129	-14,051	7,468
407	Interest & Bank Charges	0	0	0	269	0	246	515	-1,233	0	0	-2	-1,235	-720
Service Total		0	14,264	7,245	269	10	246	22,034	-1,233	-922	0	-13,131	-15,286	6,748

Sources of Funding

2020/21 Budget Summary (*ATL)

ID	Service	Number of full time equivalent employees**	Total Expenditure £'000	Total Income £'000	Net Expenditure £'000
600	Sources of Finance	0	317	-115,914	-115,597
Service Total		0	317	-115,914	-115,597
Total		0	317	-115,914	-115,597

Note: *ATL = 'Above the Line' budget is the net budget that an officer is responsible for, which excludes reallocated support services **= 2019/20 indicative FTEs

Sources of Funding

ID	Service	No of Staff (**FTE)	NDR					Total Expenditure (*ATL)	Council Tax	Revenue Support Grant	NDR	NHB & other grants	Total Income (*ATL)	Net Expenditure (*ATL)
			£'000	£'000	£'000	£'000	£'000							
600	Sources of Finance	0	0	0	317	0	0	317	-74,122	-6,539	-34,424	-829	-115,914	-115,597
	Service Total	0	0	0	317	0	0	317	-74,122	-6,539	-34,424	-829	-115,914	-115,597