

# WYCHAVON DISTRICT COUNCIL

## BUDGET 2019/20

### NET REVENUE EXPENDITURE SUMMARY

	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20	Cost per Head of Population	Cost per Band D Property
<b>FRONT LINE SERVICES</b>	£000	£000	£000	<b>£000</b>	£.p	£.p
<b>People</b>	1,455	1,481	1,535	1,744	13.91	34.66
<b>Place</b>	4,799	5,085	5,398	5,026	40.09	99.88
<b>Prosperity</b>	(1,741)	(1,450)	(1,417)	(638)	(5.09)	(12.68)
<b>CENTRAL AND SUPPORT COSTS</b>	5,152	5,685	5,474	5,457	43.52	108.44
<b>NET COST OF SERVICES</b>	<b>9,665</b>	<b>10,801</b>	<b>10,990</b>	<b>11,589</b>	<b>92.43</b>	<b>230.30</b>
Interest on Investment of Cash Balances	(610)	(341)	(485)	(519)	(4.14)	(10.31)
Cost of Grants to Parishes	172	172	172	172	1.37	3.42
<b>NET REVENUE EXPENDITURE</b>	<b>9,227</b>	<b>10,632</b>	<b>10,677</b>	<b>11,242</b>	<b>89.66</b>	<b>223.41</b>
<b>FINANCING</b>						
RSG	480	124	124	0	0.00	0.00
Business Rates Income	2,477	2,618	2,618	2,665	21.26	52.96
Estimated Business Rates Growth	1,733	750	1,500	1,500	11.96	29.81
Homelessness Allocation	87	87	87	0	0.00	0.00
Rural Services Delivery Grant	44	55	55	0	0.00	0.00
Other Grants	13	0	0	0	0.00	0.00
Non Specific Grants & Contributions	4,367	4,115	4,115	4,390	35.01	87.25
New Homes Bonus Grant funding Revenue Expenditure	0	0	0	0	0.00	0.00
Precept on the Collection Fund (Council Tax) excluding Special Levies*	5,848	5,936	5,936	6,043	48.20	120.08
(Deficit)/Surplus from Collection Fund - Council Tax	104	0	0	101	0.81	2.01
(Deficit)/Surplus from Collection Fund - Business Rates	300	0	0	571	4.55	11.35
Contribution (To) From Earmarked Reserves (excluding CERA)	(5,323)	(3,071)	(4,042)	(4,168)	(33.24)	(82.83)
<b>TOTAL FINANCING</b>	<b>10,130</b>	<b>10,614</b>	<b>10,393</b>	<b>11,102</b>	<b>£88.55</b>	<b>£220.63</b>
<b>REQUIRED CONTRIBUTION TO (FROM) GENERAL RESERVES</b>	<b>903</b>	<b>(18)</b>	<b>(284)</b>	<b>(140)</b>	<b>£(1.12)</b>	<b>£(2.78)</b>
*Special Levies	56	55	55	57	0.45	1.13

## PEOPLE

### NET EXPENDITURE SUMMARY

	Page	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20
		£000	£000	£000	£000
SWIMMING POOLS & LEISURE COMPLEXES Budget Officer - V Allison		305	116	124	24
ARTS DEVELOPMENT Budget Officer - S Gabriel		51	52	54	56
YOUTH INITIATIVES Budget Officer - S Gabriel		63	99	106	110
SPORTS DEVELOPMENT Budget Officer - S Gabriel		107	109	149	149
PUBLIC CONVENIENCES Budget Officer - P Merrick		349	332	351	342
ENVIRONMENTAL HEALTH Budget Officer - P Merrick		571	582	582	566
PUBLIC OFFICES - CUSTOMER SERVICES Budget Officer - V Allison		274	329	349	353
HOUSING BENEFITS Budget Officer - V Allison		46	(43)	(43)	(51)
REGISTRATION OF ELECTORS Budget Officer - J Hegarty		124	181	177	119
ELECTIONS Budget Officer - J Hegarty		57	9	9	214
HOUSING NEEDS Budget Officer - S Gabriel		109	275	238	422
HEALTH FACILITIES Budget Officer - V Allison		(622)	(611)	(611)	(611)
OTHER SERVICES Budget Officer - Various		21	51	50	51
<b>NET EXPENDITURE</b>		<b>1,455</b>	<b>1,481</b>	<b>1,535</b>	<b>1,744</b>

## PEOPLE SUMMARY

EXPENDITURE	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20	INCOME	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20
	£000	£000	£000	£000		£000	£000	£000	£000
SWIMMING POOLS & LEISURE COMPLEXES	322	143	151	151	SWIMMING POOLS & LEISURE COMPLEXES	(17)	(27)	(27)	(127)
ARTS DEVELOPMENT	53	53	55	57	ARTS DEVELOPMENT	(2)	(1)	(1)	(1)
YOUTH INITIATIVES	73	110	116	111	YOUTH INITIATIVES	(10)	(11)	(10)	(1)
SPORTS DEVELOPMENT	162	109	149	149	SPORTS DEVELOPMENT	(55)	0	0	0
PUBLIC CONVENIENCES	349	332	351	342	PUBLIC CONVENIENCES	0	0	0	0
ENVIRONMENTAL HEALTH	612	611	611	598	ENVIRONMENTAL HEALTH	(41)	(29)	(29)	(32)
PUBLIC OFFICES - CUSTOMER SERVICES	466	489	509	382	PUBLIC OFFICES - CUSTOMER SERVICES	(192)	(160)	(160)	(29)
HOUSING BENEFITS	27,808	27,981	26,733	26,725	HOUSING BENEFITS	(27,762)	(28,024)	(26,776)	(26,776)
REGISTRATION OF ELECTORS	150	205	206	148	REGISTRATION OF ELECTORS	(26)	(24)	(29)	(29)
ELECTIONS	409	12	12	247	ELECTIONS	(352)	(3)	(3)	(33)
HOUSING NEEDS	607	813	770	890	HOUSING NEEDS	(498)	(538)	(532)	(468)
HEALTH FACILITIES	11	16	16	16	HEALTH FACILITIES	(633)	(627)	(627)	(627)
OTHER SERVICES	23	53	52	53	OTHER SERVICES	(2)	(2)	(2)	(2)
<b>GROSS EXPENDITURE</b>	£ 31,045	30,927	29,731	29,869	<b>GROSS INCOME</b>	£ (29,590)	(29,446)	(28,196)	(28,125)
<b>GROSS INCOME</b>	£ (29,590)	(29,446)	(28,196)	(28,125)					
<b>NET EXPENDITURE</b>	£ 1,455	1,481	1,535	1,744					

## PEOPLE

<b>SWIMMING POOLS &amp; LEISURE COMPLEXES</b>				
<b>SERVICE CODE: 020</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	5	1	1	1
Premises	132	126	134	136
Supplies and Services	8	10	10	8
Contractor Payments	177	6	6	6
<b>GROSS COST OF SERVICE</b>	322	143	151	151
Income	(17)	(27)	(27)	(127)
<b>NET COST OF SERVICE</b>	305	116	124	24

### Service Description

Provision of 3 Leisure Centres in Droitwich, Evesham and Pershore, Droitwich lido and an artificial turf pitch and pavilion in Droitwich

### Commentary on any significant changes

Increase in premises costs between Original and Revised is due to Droitwich Leisure Centre overflow car park repairs being funded from earmarked reserve.

Contractor Payments in 2017/18 included a one-off payment of £175k to Wychavon Leisure for it to assume ongoing responsibility for the Lido Pool in Droitwich.

Income budget in 2019/20 includes £100k contribution for Evesham Leisure Centre from Wychavon Lesiure

<b>ARTS DEVELOPMENT</b>				
<b>SERVICE CODE: 035</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	38	39	41	43
Supplies and Services	15	14	14	14
<b>GROSS COST OF SERVICE</b>	53	53	55	57
Income	(2)	(1)	(1)	(1)
<b>NET COST OF SERVICE</b>	51	52	54	56

### Service Description

Provision of arts service and funding for arts development projects across the district.

### Commentary on any significant changes

There are no significant changes expected for this service.

## PEOPLE

<b>YOUTH INITIATIVES</b>				
<b>SERVICE CODE: 036</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	48	58	55	59
Transport	5	5	5	5
Supplies and Services	20	47	56	47
<b>GROSS COST OF SERVICE</b>	73	110	116	111
Income	(10)	(11)	(10)	(1)
<b>NET COST OF SERVICE</b>	63	99	106	110

### Service Description

Supports various projects across the district, including the Youth Bus, designed to help meet the needs and alleviate problems faced by young people, showing the Council's commitment to them.

### Commentary on any significant changes

There was a one-off saving of £25k in Supplies and Services in 2017/18 on general youth projects. Additional costs in 2018/19 are for equipment for the Youth Bus. This will be funded from S106 monies and is one-off expenditure.

Funding from Worcestershire County Council towards the cost of running the Youth Bus ceases at the end of 2018/19 and is reflected in the 2019/20 Income budget.

<b>SPORTS DEVELOPMENT</b>				
<b>SERVICE CODE: 037</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	57	60	89	94
Supplies and Services	105	49	60	55
<b>GROSS COST OF SERVICE</b>	162	109	149	149
Income	(55)	0	0	0
<b>NET COST OF SERVICE</b>	107	109	149	149

### Service Description

Service aimed at increasing participation in sport in the district through specific projects.

### Commentary on any significant changes

Increase in Employees from Original to Revised 2018/19 reflects officer time spent advising on s106 financed sport themed projects. Previously these had been charged to the Planning Development service.

## PEOPLE

<b>PUBLIC CONVENIENCES</b>				
<b>SERVICE CODE: 101</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	19	19	17	18
Premises	104	84	105	84
Supplies and Services	22	12	12	12
Contractor Payments	204	217	217	228
<b>GROSS COST OF SERVICE</b>	349	332	351	342
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	349	332	351	342

### Service Description

Cleaning and maintenance of 11 public toilet facilities throughout the district.

### Commentary on any significant changes

One-off increase of £21k in revised budget 2018/19 for Premises is due to refurbishment works funded from earmarked reserves.

The increase in Contractor Payments in the 2019/20 budget is due to contractor inflation.

<b>ENVIRONMENTAL HEALTH</b>				
<b>SERVICE CODE: 110</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Payment to Shared Service	612	611	611	598
<b>GROSS COST OF SERVICE</b>	612	611	611	598
Income	(41)	(29)	(29)	(32)
<b>NET COST OF SERVICE</b>	571	582	582	566

### Service Description

Environmental health service provided by Worcestershire Regulatory Service hosted at Bromsgrove District Council.

### Commentary on any significant changes

There are no significant changes expected for this service.

## PEOPLE

<b>PUBLIC OFFICES - CUSTOMER SERVICES</b>				
<b>SERVICE CODE: 313</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	320	341	317	333
Premises	104	107	107	0
Supplies and Services	42	41	85	49
<b>GROSS COST OF SERVICE</b>	466	489	509	382
Income	(192)	(160)	(160)	(29)
<b>NET COST OF SERVICE</b>	274	329	349	353

### Service Description

Provision of 3 customer service centres at Droitwich, Evesham and Pershore.

### Commentary on any significant changes

Increase in Supplies & Services budget between Original and Revised due to £50k costs of moving to Evesham Library, this is being funded from an earmarked reserve. The 2019/20 budget shows the impact of Evesham Contact Centre being relocated to Evesham Library - premises costs and supplies & services costs are reduced but income is also reduced as we no longer have income from sub letting.

<b>HOUSING BENEFITS</b>				
<b>SERVICE CODE: 330</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Supplies and Services	184	0	0	0
Contractor Payments	10	10	10	10
Payment to Shared Service / Civica	542	528	528	520
Transfer Payments	27,072	27,443	26,195	26,195
<b>GROSS COST OF SERVICE</b>	27,808	27,981	26,733	26,725
Income	(27,762)	(28,024)	(26,776)	(26,776)
<b>NET COST OF SERVICE</b>	46	(43)	(43)	(51)

### Service Description

Costs of the housing benefits system and its administration and financing of these costs through government subsidy.

### Commentary on any significant changes

There are no significant changes expected for this service.

## PEOPLE

<b>REGISTRATION OF ELECTORS</b>				
<b>SERVICE CODE: 340</b>				
<b>Budget Officer - J Hegarty</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	84	157	153	95
Supplies and Services	66	48	53	53
<b>GROSS COST OF SERVICE</b>	150	205	206	148
Income	(26)	(24)	(29)	(29)
<b>NET COST OF SERVICE</b>	124	181	177	119

### Service Description

Costs of maintaining and administering the electoral register.

### Commentary on any significant changes

Variance in salaries between 2018/19 Revised and 2019/20 budgets reflects reduction in officer time on registration of electors and increase in time spent on Elections service.

Increase in Supplies & Services budget between Original and Revised due to £5k postage costs for service which is netted off by income from the Cabinet Office.

<b>ELECTIONS</b>				
<b>SERVICE CODE: 341</b>				
<b>Budget Officer - J Hegarty</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	61	5	5	59
Supplies and Services	348	7	7	188
<b>GROSS COST OF SERVICE</b>	409	12	12	247
Income	(352)	(3)	(3)	(33)
<b>NET COST OF SERVICE</b>	57	9	9	214

### Service Description

Service provides the administration required to fulfil the statutory requirements to carry out elections.

### Commentary on any significant changes

Variance in salaries between 2018/19 Revised and 2019/20 budgets reflects reduction in officer time on registration of electors and increase in time spent on Elections service.

Budget in 2019/20 is significantly higher due to the cost of District elections.

An additional income budget of £30k has been added in 2019/20 for the recharge of costs associated with the parish elections.



## PEOPLE

<b>HOUSING NEEDS</b>				
<b>SERVICE CODE: 400</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	86	131	82	67
Supplies and Services	104	176	102	168
Contractor Payments	118	152	152	152
Payment to Shared Services	299	354	434	503
<b>GROSS COST OF SERVICE</b>	607	813	770	890
Income	(498)	(538)	(532)	(468)
<b>NET COST OF SERVICE</b>	109	275	238	422

### Service Description

Provision of a service to prevent homelessness, administer the choice based lettings scheme and to provide statutory housing advice.

### Commentary on any significant changes

The increase in payment to the shared service between Original and Revised budgets is due to new posts being created during the year which are funded from the Flexible Homelessness support grant. This budget was previously included in Supplies and Services. There is a further increase in the 2019/20 budget for the full year impact of these new posts. The Supplies and Services budget is increased in 2019/20 due to new initiatives which are being funded from the Community Housing fund in earmarked reserves. Income has reduced in the 2019/20 budget due to a 2 year 'Rough Sleepers Grant' of £55k ending at the end of 2018/19.

<b>HEALTH FACILITIES</b>				
<b>SERVICE CODE: 480</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	0	0	0	0
Premises	8	11	11	11
Supplies and Services	2	4	4	4
Contractor Payments	1	1	1	1
<b>GROSS COST OF SERVICE</b>	11	16	16	16
Income	(633)	(627)	(627)	(627)
<b>NET COST OF SERVICE</b>	(622)	(611)	(611)	(611)

### Service Description

Costs and income related to Pershore Hospital and Medical Practice, which are located within a property that is owned by the Council.

### Commentary on any significant changes

There are no significant changes expected for this service.

## PEOPLE

<b>OTHER SERVICES</b>				
<b>SERVICE CODE: 034 &amp; 485</b>				
<b>Budget Officer - Various</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	17	18	17	18
Premises	5	4	4	4
Supplies and Services	1	31	31	31
Contractor Payments	0	0	0	0
<b>GROSS COST OF SERVICE</b>	23	53	52	53
Income	(2)	(2)	(2)	(2)
<b>NET COST OF SERVICE</b>	21	51	50	51

### **Service Description**

Costs and income relating to Evesham Public Hall and the promotion of healthy living.

### **Commentary on any significant changes**

There are no significant changes expected for these services.

**PLACE**  
**NET EXPENDITURE SUMMARY**

	Page	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20
		£000	£000	£000	£000
COMMUNITY SAFETY Budget Officer - S Gabriel		58	70	68	67
CCTV Budget Officer - V Allison		96	130	121	129
PARKS, RECREATION GROUNDS & OPEN SPACES Budget Officer - P Merrick		735	771	789	792
GROUNDS MAINTENANCE Budget Officer - P Merrick		307	308	319	326
DOMESTIC RECYCLING Budget Officer - P Merrick		1,183	1,098	1,281	1,135
GARDEN WASTE Budget Officer - P Merrick		(217)	(468)	(483)	(508)
STREET CLEANSING Budget Officer - P Merrick		1,465	1,436	1,520	1,399
DOMESTIC REFUSE Budget Officer - P Merrick		1,188	1,085	1,251	1,107
BULKY WASTE Budget Officer - P Merrick		(7)	(1)	(12)	(14)
TRADE REFUSE Budget Officer - P Merrick		(121)	(96)	(99)	(42)
TRADE RECYCLING Budget Officer - P Merrick		0	95	103	52
SEWERAGE AND LAND DRAINAGE Budget Officer - G Williams		107	94	89	93
DEVELOPMENT MANAGEMENT Budget Officer - G Williams		(326)	38	(141)	(85)
BUILDING CONSULTANCY Budget Officer - G Williams		(48)	16	16	(1)
POLICY PLANNING Budget Officer - G Williams		172	309	330	320
LAND CHARGES Budget Officer - G Williams		(110)	(157)	(139)	(121)
HERITAGE Budget Officer - G Williams		229	248	272	290
LICENSING Budget Officer - P Merrick		(150)	(114)	(114)	(145)
HOUSING DEVELOPMENT Budget Officer - S Gabriel		107	72	77	75
HOUSING RENEWAL Budget Officer - S Gabriel		109	129	129	136
OTHER SERVICES Budget Officer - Various		22	22	21	21
<b>NET EXPENDITURE</b>		<b>4,799</b>	<b>5,085</b>	<b>5,398</b>	<b>5,026</b>

## PLACE SUMMARY

EXPENDITURE	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20	INCOME	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20
	£000	£000	£000	£000		£000	£000	£000	£000
COMMUNITY SAFETY	58	70	68	67	COMMUNITY SAFETY	0	0	0	0
CCTV	206	194	230	238	CCTV	(110)	(64)	(109)	(109)
PARKS, RECREATION GROUNDS & OPEN SPACES	779	805	825	827	PARKS, RECREATION GROUNDS & OPEN SPACES	(44)	(34)	(36)	(35)
GROUNDS MAINTENANCE	408	409	420	430	GROUNDS MAINTENANCE	(101)	(101)	(101)	(104)
DOMESTIC RECYCLING	1,203	1,117	1,302	1,156	DOMESTIC RECYCLING	(20)	(19)	(21)	(21)
GARDEN WASTE	594	396	405	422	GARDEN WASTE	(811)	(864)	(888)	(930)
STREET CLEANSING	1,510	1,477	1,561	1,438	STREET CLEANSING	(45)	(41)	(41)	(39)
DOMESTIC REFUSE	1,188	1,085	1,251	1,107	DOMESTIC REFUSE	0	0	0	0
BULKY WASTE	1	57	35	56	BULKY WASTE	(8)	(58)	(47)	(70)
TRADE REFUSE	515	535	532	503	TRADE REFUSE	(636)	(631)	(631)	(545)
TRADE RECYCLING	0	291	141	307	TRADE RECYCLING	0	(196)	(38)	(255)
SEWERAGE AND LAND DRAINAGE	223	213	208	212	SEWERAGE AND LAND DRAINAGE	(116)	(119)	(119)	(119)
DEVELOPMENT MANAGEMENT	1,083	1,362	1,163	1,239	DEVELOPMENT MANAGEMENT	(1,409)	(1,324)	(1,304)	(1,324)
BUILDING CONSULTANCY	178	216	216	199	BUILDING CONSULTANCY	(226)	(200)	(200)	(200)
POLICY PLANNING	301	541	424	402	POLICY PLANNING	(129)	(232)	(94)	(82)
LAND CHARGES	230	209	209	210	LAND CHARGES	(340)	(366)	(348)	(331)
HERITAGE	242	248	272	290	HERITAGE	(13)	0	0	0
LICENSING	114	122	122	119	LICENSING	(264)	(236)	(236)	(264)
HOUSING DEVELOPMENT	107	72	77	75	HOUSING DEVELOPMENT	0	0	0	0
HOUSING RENEWAL	118	138	138	145	HOUSING RENEWAL	(9)	(9)	(9)	(9)
OTHER SERVICES	34	35	34	34	OTHER SERVICES	(12)	(13)	(13)	(13)
<b>GROSS EXPENDITURE</b>	£ 9,092	9,592	9,633	9,476	<b>GROSS INCOME</b>	£ (4,293)	(4,507)	(4,235)	(4,450)
<b>GROSS INCOME</b>	£ (4,293)	(4,507)	(4,235)	(4,450)					
<b>NET EXPENDITURE</b>	£ 4,799	5,085	5,398	5,026					

## PLACE

<b>COMMUNITY SAFETY</b>				
<b>SERVICE CODE: 016</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	33	18	19	18
Transport	7	5	2	2
Supplies and Services	5	10	10	10
Contractor Payments	13	37	37	37
<b>GROSS COST OF SERVICE</b>	58	70	68	67
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	58	70	68	67

### Service Description

Provision of specific projects aimed at improving community safety.

With effect from 01 October 2017 this service is provided as part of the Community Safety Shared Service which is being hosted by Malvern Hills District Council.

### Commentary on any significant changes

Both the 2018/19 and 2019/20 budgets include £30k expenditure financed through an earmarked reserve (£10k Supplies and Services, £20k Contractor Payments). This reserve is expected to be fully used at the end of 2020/21.

<b>CCTV</b>				
<b>SERVICE CODE: 017</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	111	119	130	138
Premises	2	2	2	2
Supplies and Services	83	73	98	98
Contractor Payments	10	0	0	0
<b>GROSS COST OF SERVICE</b>	206	194	230	238
Income	(110)	(64)	(109)	(109)
<b>NET COST OF SERVICE</b>	96	130	121	129

### Service Description

Provision of a CCTV service which has 32 cameras across the district and a control room based at the Civic Centre in Pershore.

### Commentary on any significant changes

The Income for both revised budget 2018/19 and 2019/20 original includes £65k to be received from the Police Crime Commissioner for West Mercia. This is to be spent £20k on monitoring costs (Employees), £30k new equipment at Worcester City Council and £15k new equipment at Wychavon (both Supplies and Services).

## PLACE

<b>PARKS, RECREATION GROUNDS &amp; OPEN SPACES</b>				
<b>SERVICE CODE: 105</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	71	77	81	80
Premises	212	206	206	206
Supplies and Services	74	73	75	73
Contractor Payments	422	449	463	468
<b>GROSS COST OF SERVICE</b>	779	805	825	827
Income	(44)	(34)	(36)	(35)
<b>NET COST OF SERVICE</b>	735	771	789	792

### **Service Description**

Provision and maintenance of public parks in Evesham, Droitwich and Pershore and other areas of public open space.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

Increase in Contractor Payments between Original and Revised 2018/19 is due to a one off adjustment for works associated with a capital project which was financed from S106 developer contributions.

<b>GROUND MAINTENANCE</b>				
<b>SERVICE CODE: 140</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	41	41	52	56
Premises	60	49	49	49
Contractor Payments	307	319	319	325
<b>GROSS COST OF SERVICE</b>	408	409	420	430
Income	(101)	(101)	(101)	(104)
<b>NET COST OF SERVICE</b>	307	308	319	326

### **Service Description**

Service includes grass cutting, shrubs, hedges and watercourse maintenance in towns and some villages within the district. Some of these costs are recovered by a special tax levy paid by the residents of each of the towns.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

## PLACE

<b>DOMESTIC RECYCLING</b>				
<b>SERVICE CODE: 150</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	67	52	40	53
Premises	1	0	0	0
Supplies and Services	17	5	7	5
Contractor Payments	1,118	1,060	1,255	1,098
<b>GROSS COST OF SERVICE</b>	1,203	1,117	1,302	1,156
Income	(20)	(19)	(21)	(21)
<b>NET COST OF SERVICE</b>	1,183	1,098	1,281	1,135

### Service Description

Service includes the collection of recycling bins from domestic households across the district and collections from local recycling centres

### Commentary on any significant changes

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

The one off decrease in salary costs in the 2018/19 revised estimated is due to a vacant post within Client Services this is due to be filled and the budget has been reinstated in 2019/20.

The increase in contractor payments in the 2018/19 revised estimate is due to an additional contractor payment. The increase in Contractor Payments in the 2019/20 budget is due to contractual inflation £22k and estimated growth in new properties £16k.

<b>GARDEN WASTE</b>				
<b>SERVICE CODE: 151</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	44	13	13	14
Supplies and Services	1	12	12	12
Contractor Payments	549	371	380	396
<b>GROSS COST OF SERVICE</b>	594	396	405	422
Income	(811)	(864)	(888)	(930)
<b>NET COST OF SERVICE</b>	(217)	(468)	(483)	(508)

### Service Description

The collection of chargeable green waste from households for composting centrally. With a target of 19,250 bins in 2019/20.

### Commentary on any significant changes

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

Increase in income and Contractor Costs from Original Budget 2018/19 to the 2019/20 budget reflects growth in garden waste service and contractual inflation, with an anticipated growth in new bins of 500 projected in 2019/20.

## PLACE

<b>STREET CLEANSING SERVICE CODE: 152</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	59	63	56	72
Transport	0	0	3	3
Supplies and Services	35	25	25	20
Contractor Payments	1,416	1,389	1,477	1,343
<b>GROSS COST OF SERVICE</b>	1,510	1,477	1,561	1,438
Income	(45)	(41)	(41)	(39)
<b>NET COST OF SERVICE</b>	1,465	1,436	1,520	1,399

### Service Description

Provision of scheduled town centre cleansing and output based cleansing of all other urban and rural areas including litter, street recycling and dog waste bin collections. Enforcement action for fly tipping, litter, abandoned trollies, graffiti and fly posting.

### Commentary on any significant changes

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

The one off decrease in salary costs in the 2018/19 revised estimated is due to a vacant post within Client Services. This is due to be filled and the budget has been reinstated in 2019/20.

The increase in contractor payments in the 2018/19 revised estimate is due to an additional contractor payment.

The one off budget amendment has been removed from the 2019/20 budget along with a further £70k saving from the new contract. CPI inflation of £28k has been added.

<b>DOMESTIC REFUSE SERVICE CODE: 153</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	79	59	31	45
Supplies and Services	8	13	12	12
Contractor Payments	1,101	1,013	1,208	1,050
<b>GROSS COST OF SERVICE</b>	1,188	1,085	1,251	1,107
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	1,188	1,085	1,251	1,107

### Service Description

Collection of domestic refuse from 57,000 households.

### Commentary on any significant changes

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

The one off decrease in salary costs in the 2018/19 revised estimate is due to a vacant post within Client Services. This is due to be filled and the budget has been reinstated in 2019/20.

The increase in contractor payments in the 2018/19 revised estimate is due to an additional contractor payment.

The one off budget amendment has been removed from the 2019/20 budget along with an addition of CPI inflation of £21k and new property growth of £16k.



## PLACE

<b>BULKY WASTE</b>				
<b>SERVICE CODE: 154</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Supplies and Services	1	2	2	2
Contractor Payments	0	55	33	54
<b>GROSS COST OF SERVICE</b>	1	57	35	56
Income	(8)	(58)	(47)	(70)
<b>NET COST OF SERVICE</b>	(7)	(1)	(12)	(14)

### **Service Description**

Collection of chargeable bulky waste from domestic properties with an estimated 3,500 transactions (up to two items) in 2019/20.

### **Commentary on any significant changes**

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

The decrease in contractor payments in the 2018/19 revised budget reflects the time when the contractor was taking payments for the service this has since been transferred to on-line automated system which is reflected in the 2019/20 budget Income for 2019/20 shows the full year affect of the automated payment system.

<b>TRADE REFUSE</b>				
<b>SERVICE CODE: 155</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	28	14	11	14
Supplies and Services	1	5	5	5
Contractor Payments	486	516	516	484
<b>GROSS COST OF SERVICE</b>	515	535	532	503
Income	(636)	(631)	(631)	(545)
<b>NET COST OF SERVICE</b>	(121)	(96)	(99)	(42)

### **Service Description**

Collection of refuse from over 1,000 commercial waste customers

### **Commentary on any significant changes**

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

Budget changes for Contractor Payments and Income are due to the anticipated shift in customers moving over to the new recycling service due to commence Autumn 2018.

## PLACE

<b>TRADE RECYCLING</b>				
<b>SERVICE CODE: 156</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Supplies and Services	0	5	5	5
Contractor Payments	0	286	136	302
<b>GROSS COST OF SERVICE</b>	0	291	141	307
Income	0	(196)	(38)	(255)
<b>NET COST OF SERVICE</b>	0	95	103	52

### **Service Description**

This is a new service due to commence Autumn 2018, for the collection of dry mixed recycling in bins and plastic sacks.

### **Commentary on any significant changes**

The change in costs from Actual 2017/18 to Original 2018/19 estimate reflects the new contract for Waste, Recycling and Street Cleansing Services.

Budget changes for Contractor Payments and Income are due to the anticipated shift in customers moving over to the new recycling service due to commence Autumn 2018.

<b>SEWERAGE AND LAND DRAINAGE</b>				
<b>SERVICE CODE: 160</b>				
<b>Budget Officer - G Williams</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	185	170	165	169
Transport	3	4	4	4
Supplies and Services	32	33	33	33
Contractor Payments	3	6	6	6
<b>GROSS COST OF SERVICE</b>	223	213	208	212
Income	(116)	(119)	(119)	(119)
<b>NET COST OF SERVICE</b>	107	94	89	93

### **Service Description**

Service dealing with aspects of sewerage and land drainage. Includes South Worcestershire Land Drainage Partnership that provides services for the South Worcestershire Authorities.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

## PLACE

<b>DEVELOPMENT MANAGEMENT</b>				
<b>SERVICE CODE: 280</b>				
<b>Budget Officer - G Williams</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	994	1,277	652	233
Transport	2	1	1	1
Supplies and Services	35	26	26	26
Contractor Payments	52	58	484	979
<b>GROSS COST OF SERVICE</b>	1,083	1,362	1,163	1,239
Income	(1,409)	(1,324)	(1,304)	(1,324)
<b>NET COST OF SERVICE</b>	(326)	38	(141)	(85)

### **Service Description**

Processing of planning applications, registration and processing of planning appeals, complaints regarding unauthorised developments and uses of land.

### **Commentary on any significant changes**

The reduction in salary costs between original and revised budget reflects the move to a shared service with Malvern Hills District Council which commenced on 1st October 2018. This is also why contractor payments have increased as this is where the payment to the shared service is coded to. The savings anticipated for Wychavon from the Shared Service arrangements are at least £100k.

<b>BUILDING CONSULTANCY</b>				
<b>SERVICE CODE: 282</b>				
<b>Budget Officer - G Williams</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Contractor Payments	1	1	1	1
Payment to Shared Services	177	215	215	198
<b>GROSS COST OF SERVICE</b>	178	216	216	199
Income	(226)	(200)	(200)	(200)
<b>NET COST OF SERVICE</b>	(48)	16	16	(1)

### **Service Description**

Service deals with the implementation of building regulations which ensure proper standards and health and safety are achieved. Service provided by South Worcestershire Building Control Shared Service based at Malvern Hills District Council.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

## PLACE

<b>POLICY PLANNING</b>				
<b>SERVICE CODE: 288</b>				
<b>Budget Officer - G Williams</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	0	0	16	34
Supplies and Services	29	48	42	31
Contractor Payments	27	240	113	74
Payment to Shared Services	245	253	253	263
<b>GROSS COST OF SERVICE</b>	301	541	424	402
Income	(129)	(232)	(94)	(82)
<b>NET COST OF SERVICE</b>	172	309	330	320

### **Service Description**

Production of planning policy documents, including development plans, carries out monitoring exercises, provides planning policy advice and also makes representations on various planning documents. Provides a joint service for Malvern Hills District Council.

### **Commentary on any significant changes**

The revised budget reflects the changes regarding the SWDP. All costs were previously incurred by Wychavon and then recharged in equal thirds to Malvern and Worcester City but this has changed during 2018/19 so only Wychavon's one third of the costs will be shown in the budget in future.

<b>LAND CHARGES</b>				
<b>SERVICE CODE: 291</b>				
<b>Budget Officer - G Williams</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	134	141	141	142
Supplies and Services	95	67	67	67
Contractor Payments	1	1	1	1
<b>GROSS COST OF SERVICE</b>	230	209	209	210
Income	(340)	(366)	(348)	(331)
<b>NET COST OF SERVICE</b>	(110)	(157)	(139)	(121)

### **Service Description**

Maintenance of the Local Land Charges Register, enabling this Register to be accessed by the public and private search companies, and also provides Land Charge searches. From 01 April 2017 this service has been provided by a shared service, hosted by Wychavon, which also includes Malvern Hills District Council.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

## PLACE

<b>HERITAGE</b>				
<b>SERVICE CODE: 296</b>				
<b>Budget Officer - G Williams</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	31	18	38	49
Payment to Shared Services	211	230	234	241
<b>GROSS COST OF SERVICE</b>	242	248	272	290
Income	(13)	0	0	0
<b>NET COST OF SERVICE</b>	229	248	272	290

### **Service Description**

Provision of specialist advice on listed buildings, conservation areas and trees and landscaping issues. Provides a joint service for Malvern Hills District Council.

### **Commentary on any significant changes**

The increase between Original and Revised budgets in employee costs is due to the creation of a new Conservation Officer post for Wychavon only, funded from the Planning fee income increase.

<b>LICENSING</b>				
<b>SERVICE CODE: 297</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Payment to Shared Services	114	122	122	119
<b>GROSS COST OF SERVICE</b>	114	122	122	119
Income	(264)	(236)	(236)	(264)
<b>NET COST OF SERVICE</b>	(150)	(114)	(114)	(145)

### **Service Description**

Administration and enforcement of licensing regimes including taxis, gambling, alcohol sales and entertainment. Provided through a Shared Service called WRS hosted by Bromsgrove DC.

### **Commentary on any significant changes**

The income budget for licence fees has increased in 2019/20. This is largely due to taxi licence fees being increased by 5% but also due to the increased volume of taxi licence applications being received.

## PLACE

<b>HOUSING DEVELOPMENT</b>				
<b>SERVICE CODE: 403</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	1	0	0	0
Supplies and Services	45	0	5	0
Payment to Shared Services	61	72	72	75
<b>GROSS COST OF SERVICE</b>	<b>107</b>	<b>72</b>	<b>77</b>	<b>75</b>
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	<b>107</b>	<b>72</b>	<b>77</b>	<b>75</b>

### **Service Description**

Maintenance of an evidence base of housing needs for the district including Parish Need Surveys. Enabling the delivery of new affordable housing to meet housing needs. Provided through a shared service hosted by Wychavon District Council.

### **Commentary on any significant changes**

The £5k on Supplies and Services revised 2018/19 relates to Housing Stock Survey works carried out in 2017/18 but final invoice received in 2018/19. This is funded from an earmarked reserve.

<b>HOUSING RENEWAL</b>				
<b>SERVICE CODE: 407</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Supplies and Services	1	0	0	0
Payment to Shared Services	117	138	138	145
<b>GROSS COST OF SERVICE</b>	<b>118</b>	<b>138</b>	<b>138</b>	<b>145</b>
Income	(9)	(9)	(9)	(9)
<b>NET COST OF SERVICE</b>	<b>109</b>	<b>129</b>	<b>129</b>	<b>136</b>

### **Service Description**

Housing options and assessment of grants made to the public, bringing empty homes back into use, energy efficiency within domestic homes and enforcement of property standards. Provided through a shared service hosted by Wychavon District Council.

### **Commentary on any significant changes**

Shared Service salary costs increased in 2019/20 to reflect the pay award and increments.

## PLACE

<b>OTHER SERVICES</b>				
<b>SERVICE CODE: 138, 290 &amp; 295</b>				
<b>Budget Officer - Various</b>	<b>Actual 2017/18 £000</b>	<b>Original Budget 2018/19 £000</b>	<b>Revised Budget 2018/19 £000</b>	<b>Budget 2019/20 £000</b>
Employees	25	25	24	24
Supplies and Services	2	1	1	1
Contractor Payments	7	9	9	9
<b>GROSS COST OF SERVICE</b>	<b>34</b>	<b>35</b>	<b>34</b>	<b>34</b>
Income	(12)	(13)	(13)	(13)
<b>NET COST OF SERVICE</b>	<b>22</b>	<b>22</b>	<b>21</b>	<b>21</b>

### **Service Description**

Costs and income in relation to street-naming, road closures, abandoned vehicles, footpath diversion orders and serving documents on travellers.

### **Commentary on any significant changes**

There are no significant changes expected for these services.

**PROSPERITY**  
**NET EXPENDITURE SUMMARY**

	Page	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20
		£000	£000	£000	£000
GRANTS Budget Officer - S Gabriel		107	124	118	171
INDUSTRIAL SITES Budget Officer - V Allison		(63)	(62)	(62)	(62)
TOURISM Budget Officer - P Merrick		210	188	211	208
ON STREET PARKING Budget Officer - V Allison		(34)	(10)	(10)	(6)
OFF STREET PARKING Budget Officer - V Allison		(1,805)	(1,639)	(1,603)	(1,626)
PARKING AGENCY Budget Officer - V Allison		(105)	(95)	(97)	(80)
COMMUNITY PROGRAMMES Budget Officer - V Allison		65	104	98	209
ECONOMIC DEVELOPMENT & PROMOTION Budget Officer - P Merrick		274	275	272	353
DEPOTS Budget Officer - V Allison		(44)	12	11	(6)
SUNDRY PROPERTIES Budget Officer - V Allison		(861)	(813)	(821)	(518)
COUNCIL TAX COLLECTION Budget Officer - V Allison		122	125	125	109
BUSINESS RATES COLLECTION Budget Officer - V Allison		(32)	(108)	(108)	(89)
NEW HOMES BONUS - PARISH / TOWN COUNCIL ALLOCATIONS Budget Officer - V Allison		298	450	450	700
OTHER SERVICES Budget Officer - V Allison		127	(1)	(1)	(1)
<b>NET EXPENDITURE</b>		<b>(1,741)</b>	<b>(1,450)</b>	<b>(1,417)</b>	<b>(638)</b>



## PROSPERITY SUMMARY

EXPENDITURE	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20	INCOME	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	ESTIMATE 2019/20
	£000	£000	£000	£000		£000	£000	£000	£000
GRANTS	107	124	118	171	GRANTS	0	0	0	0
INDUSTRIAL SITES	10	12	12	12	INDUSTRIAL SITES	(73)	(74)	(74)	(74)
TOURISM	233	216	239	225	TOURISM	(23)	(28)	(28)	(17)
ON STREET PARKING	98	105	110	114	ON STREET PARKING	(132)	(115)	(120)	(120)
OFF STREET PARKING	624	712	804	775	OFF STREET PARKING	(2,429)	(2,351)	(2,407)	(2,401)
PARKING AGENCY	372	408	461	469	PARKING AGENCY	(477)	(503)	(558)	(549)
COMMUNITY PROGRAMMES	75	104	98	209	COMMUNITY PROGRAMMES	(10)	0	0	0
ECONOMIC DEVELOPMENT & PROMOTION	282	281	278	359	ECONOMIC DEVELOPMENT & PROMOTION	(8)	(6)	(6)	(6)
DEPOTS	44	36	35	35	DEPOTS	(88)	(24)	(24)	(41)
SUNDRY PROPERTIES	140	308	109	451	SUNDRY PROPERTIES	(1,001)	(1,121)	(930)	(969)
COUNCIL TAX COLLECTION	438	422	422	416	COUNCIL TAX COLLECTION	(316)	(297)	(297)	(307)
BUSINESS RATES COLLECTION	162	106	106	104	BUSINESS RATES COLLECTION	(194)	(214)	(214)	(193)
NEW HOMES BONUS - PARISH / TOWN					NEW HOMES BONUS - PARISH / TOWN				
COUNCIL ALLOCATIONS	298	450	450	700	COUNCIL ALLOCATIONS	0	0	0	0
OTHER SERVICES	127	0	0	0	OTHER SERVICES	0	(1)	(1)	(1)
<b>GROSS EXPENDITURE</b>	£ 3,010	3,284	3,242	4,040	<b>GROSS INCOME</b>	£ (4,751)	(4,734)	(4,659)	(4,678)
<b>GROSS INCOME</b>	£ (4,751)	(4,734)	(4,659)	(4,678)					
<b>NET EXPENDITURE</b>	£ (1,741)	(1,450)	(1,417)	(638)					

## PROSPERITY

<b>GRANTS</b>				
<b>SERVICE CODE: 014</b>				
<b>Budget Officer - S Gabriel</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	9	10	9	10
Supplies and Services	0	5	7	7
Grants to Voluntary Bodies	98	109	102	154
<b>GROSS COST OF SERVICE</b>	107	124	118	171
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	107	124	118	171

### Service Description

Administration and payment of grants to community groups and other voluntary organisations.

### Commentary on any significant changes

In the 2019/20 budget £50k has been added for a promise to strengthen and improve a range of community led rural transport options. This is funded from New Homes Bonus and is for 3 years.

<b>INDUSTRIAL SITES</b>				
<b>SERVICE CODE: 019</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Premises	10	12	12	12
Supplies and Services	0	0	0	0
Contractor Payments	0	0	0	0
<b>GROSS COST OF SERVICE</b>	10	12	12	12
Income	(73)	(74)	(74)	(74)
<b>NET COST OF SERVICE</b>	(63)	(62)	(62)	(62)

### Service Description

Costs and income relating to 2 industrial sites in Berry Hill, Drotwich and Four Pools, Evesham.

### Commentary on any significant changes

There are no significant changes expected for this service.

## PROSPERITY

<b>TOURISM</b>				
<b>SERVICE CODE: 031</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	113	112	119	118
Premises	8	12	15	4
Supplies and Services	94	88	101	99
Contractor Payments	18	4	4	4
<b>GROSS COST OF SERVICE</b>	233	216	239	225
Income	(23)	(28)	(28)	(17)
<b>NET COST OF SERVICE</b>	210	188	211	208

### Service Description

Promotion of activities to support the tourism industry within the district.

### Commentary on any significant changes

The small increase in the 2018/19 revised budget for Supplies and Services is due to the completion of the Augmented Reality Marketing App and improvements to Jubilee Woodland, Stoulton, both of which were financed through use of s106 developer contributions.

The 2019/20 budget includes an additional £10k in Supplies and Services for the Tourism Action Plan promise, funded from New Homes Bonus for 3 years.

<b>ON STREET PARKING</b>				
<b>SERVICE CODE: 061</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	86	90	92	96
Supplies and Services	12	15	18	18
<b>GROSS COST OF SERVICE</b>	98	105	110	114
Income	(132)	(115)	(120)	(120)
<b>NET COST OF SERVICE</b>	(34)	(10)	(10)	(6)

### Service Description

On-street parking management and enforcement.

### Commentary on any significant changes

There are no significant changes expected for this service.

## PROSPERITY

<b>OFF STREET PARKING</b>				
<b>SERVICE CODE: 063</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	194	250	264	277
Premises	352	402	432	430
Transport	5	5	5	5
Supplies and Services	51	36	76	36
Contractor Payments	7	7	7	7
Transfer Payments	15	12	20	20
<b>GROSS COST OF SERVICE</b>	624	712	804	775
Income	(2,429)	(2,351)	(2,407)	(2,401)
<b>NET COST OF SERVICE</b>	(1,805)	(1,639)	(1,603)	(1,626)

### **Service Description**

Management and maintenance of the Council's 24 car parks throughout the district.

### **Commentary on any significant changes**

One-off increase in 2018/19 revised budget for Premises of £30k is due to works at High St Droitwich and Heathlands car parks. The 2019/20 budget for Premises increases by £13k due to higher rates. The one-off increase of £40k in the revised budget 2018/19 for Supplies and Services relates to the purchase of replacement hand-held computers of which £22k is funded from an existing earmarked reserve.

Net income of £27k has been included in the 2019/20 budget for the new GWSR car park in Broadway (£42k Income, £15k Premises).

<b>PARKING AGENCY</b>				
<b>SERVICE CODE: 073</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	284	320	329	356
Supplies and Services	21	44	63	44
Transfer Payments	67	44	69	69
<b>GROSS COST OF SERVICE</b>	372	408	461	469
Income	(477)	(503)	(558)	(549)
<b>NET COST OF SERVICE</b>	(105)	(95)	(97)	(80)

### **Service Description**

Wychavon acts as an agent for the management and enforcement of on street parking on behalf of neighbouring authorities, including Wyre Forest DC, Redditch BC, Bromsgrove DC, Malvern Hills DC and Stratford on Avon DC.

### **Commentary on any significant changes**

One-off increase of £19k to 2018/19 revised budget for Supplies and Services is the purchase of replacement hand-held computers. Increase in Transfer Payments of £25k reflects additional PCN income. Increase in Income of £55k being £25k additional PCN income, £16k new Service Level Agreement with Stratford DC starting 20/08/18 and one-off recharge of £19k.

## PROSPERITY

<b>COMMUNITY PROGRAMMES</b>				
<b>SERVICE CODE: 093</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	52	55	55	57
Premises	4	0	0	0
Supplies and Services	5	49	43	152
Contractor Payments	14	0	0	0
<b>GROSS COST OF SERVICE</b>	75	104	98	209
Income	(10)	0	0	0
<b>NET COST OF SERVICE</b>	65	104	98	209

### **Service Description**

Provision of specific projects aimed at local communities.

### **Commentary on any significant changes**

The most significant project currently underway is at Droitwich West and is fully financed through use of New Homes Bonus. The 2019/20 budget also includes the start of the grant programme associated with the three year Social Mobility promise. The 2019/20 budget includes £80k for a new social mobility promise around improving outcomes for free school meal eligible children and their families. This is funded from New Homes Bonus.

<b>ECONOMIC DEVELOPMENT &amp; PROMOTION</b>				
<b>SERVICE CODE: 096</b>				
<b>Budget Officer - P Merrick</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	142	161	156	165
Transport	1	0	0	0
Supplies and Services	120	120	122	119
Contractor Payments	19	0	0	75
<b>GROSS COST OF SERVICE</b>	282	281	278	359
Income	(8)	(6)	(6)	(6)
<b>NET COST OF SERVICE</b>	274	275	272	353

### **Service Description**

Provides support to the local economy in a variety of ways. It also promotes Wychavon as being the right place for new businesses to set up or expand their trading enterprises.

### **Commentary on any significant changes**

The three year Worcestershire European Structural and Investment Funds financed project, around supporting local economic development and coordinated by Worcestershire County Council, finished in 2018/19. This work is being developed further in 2019/20 but contributions from the district councils will be lower and this is why there has been a slight decrease in Supplies and Services in that year.

## PROSPERITY

In 2019/20 £16k has been added into supplies and services in relation to match funding for ERDF projects. This will be funded from earmarked reserves.

In 2019/20 £75k has been added into Contractor payments for the first year funding of the Town Centre Masterplans. This is funded from New Homes Bonus and there is a further £75k funding allocated for 2020/21.

<b>DEPOTS</b>				
<b>SERVICE CODE: 130</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	5	0	0	0
Premises	38	35	34	34
Supplies and Services	1	1	1	1
<b>GROSS COST OF SERVICE</b>	44	36	35	35
Income	(88)	(24)	(24)	(41)
<b>NET COST OF SERVICE</b>	(44)	12	11	(6)

### Service Description

Costs and income relating to the Council's 3 depots in Evesham, Droitwich and Pinvin.

### Commentary on any significant changes

Actual Income 2017/18 includes £50k rent at Dawes Way Depot, Pinvin that was paid by the council's waste and recycling contractor. Under the new contract which came into force in 2018/19 this rental income forms part of the agreed contract sum and therefore not shown within this service.

<b>SUNDRY PROPERTIES</b>				
<b>SERVICE CODE: 320</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	16	0	0	0
Premises	89	104	105	247
Supplies and Services	4	2	2	2
Contractor Payments	31	2	2	2
Capital Charges	0	200	0	200
<b>GROSS COST OF SERVICE</b>	140	308	109	451
Income	(1,001)	(1,121)	(930)	(969)
<b>NET COST OF SERVICE</b>	(861)	(813)	(821)	(518)

### Service Description

Costs associated with the Council's property and land portfolio. Rental income from investment property at Droitwich which is rented to Waitrose PLC.

### Commentary on any significant changes

## PROSPERITY

In the Revised Budget the rental income from Waitrose Evesham £250k has been removed as has the capital charge in relation to this project. Additional income has been added for rent of Davies House, Evesham £60k. In 2019/20 further income included for increased rents on commercial properties.

The 2019/20 Premises budget includes an additional £144k for Willow Court enabling works.

<b>COUNCIL TAX COLLECTION</b>				
<b>SERVICE CODE: 3341</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Payment to Shared Service / Civica	438	422	422	416
<b>GROSS COST OF SERVICE</b>	438	422	422	416
Income	(316)	(297)	(297)	(307)
<b>NET COST OF SERVICE</b>	122	125	125	109

### Service Description

The administration of council tax is provided to the Council by Civica, who also provide this service to Worcester City and Malvern Hills District Councils.

### Commentary on any significant changes

There are no significant changes expected for this service.

<b>BUSINESS RATES COLLECTION</b>				
<b>SERVICE CODE: 3342</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Supplies and Services	19	0	0	0
Payment to Shared Service / Civica	143	106	106	104
<b>GROSS COST OF SERVICE</b>	162	106	106	104
Income	(194)	(214)	(214)	(193)
<b>NET COST OF SERVICE</b>	(32)	(108)	(108)	(89)

### Service Description

The administration of business rates is provided to the Council by Civica, who also provide this service to Worcester City and Malvern Hills District Councils.

### Commentary on any significant changes

There are no significant changes expected for these services.

## PROSPERITY

<b>NEW HOMES BONUS - PARISH / TOWN COUNCIL ALLOCATIONS</b>				
<b>SERVICE CODE: 345</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	0	0	0	0
Supplies and Services	298	450	450	700
<b>GROSS COST OF SERVICE</b>	298	450	450	700
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	298	450	450	700

### Service Description

New Homes Bonus (NHB) grant from the government that has been allocated to Parish and Town Councils so that it can be reinvested in local communities.

### Commentary on any significant changes

The 2018 - 2022 Wychavon NHB Protocol changes the approach of how NHB monies are allocated to parishes. Under previous Protocols 40% of Years 2 to 5 NHB monies were automatically allocated to local communities where the new development had taken place. As these communities haven't necessarily any projects worked up ready to proceed Wychavon is still holding a sizeable chunk of this money. In part to help stop this continuing, the new Protocol has earmarked up to £3m of Years 6 to 9 NHB monies for communities to bid for when they have projects already identified rather than allocating sums automatically.

In 2019/20 the intention is to encourage local communities to claim more of their existing allocations and the budget has increased accordingly.

<b>OTHER SERVICES</b>				
<b>SERVICE CODE: 310 &amp; 404</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	0	0	0	0
Premises	0	0	0	0
Supplies and Services	127	0	0	0
Contractor Payments	0	0	0	0
<b>GROSS COST OF SERVICE</b>	127	0	0	0
Income	0	(1)	(1)	(1)
<b>NET COST OF SERVICE</b>	127	(1)	(1)	(1)

### Service Description

Within Other Services are Mortgages / Home Improvement Loans and Surplus / Deficiencies.

### Commentary on any significant changes

There are no significant changes expected for these services.



## CENTRAL AND SUPPORT COSTS NET EXPENDITURE SUMMARY

	Page	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	BUDGET 2019/20
		£000	£000	£000	£000
CIVIC CENTRE BUILDING Budget Officer - V Allison		399	420	433	437
SENIOR MANAGEMENT TEAM Budget Officer - J Hegarty		422	411	388	432
OTHER CORPORATE COSTS Budget Officer - V Allison		1,657	1,822	1,734	1,593
DEMOCRATIC REPRESENTATION & MANAGEMENT Budget Officer - V Allison		356	370	370	383
COMMITTEE AND SUPPORT SERVICES Budget Officer - V Allison		184	178	168	173
STRATEGY AND COMMUNICATIONS Budget Officer - V Allison		312	322	322	330
INFORMATION TECHNOLOGY Budget Officer - V Allison		542	808	708	722
LEGAL SERVICES Budget Officer - V Allison		214	263	263	263
HUMAN RESOURCES Budget Officer - V Allison		173	166	169	177
FINANCIAL SERVICES Budget Officer - V Allison		449	449	442	447
INTERNAL AUDIT Budget Officer - V Allison		63	63	63	63
PROPERTY including Health and Safety Budget Officer - V Allison		319	343	348	371
OTHER SERVICES Budget Officer - Various		62	70	66	66
<b>NET EXPENDITURE</b>		<b>5,152</b>	<b>5,685</b>	<b>5,474</b>	<b>5,457</b>

## CENTRAL AND SUPPORT COSTS SUMMARY

EXPENDITURE	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	BUDGET 2019/20	INCOME	ACTUAL 2017/18	ORIGINAL BUDGET 2018/19	REVISED BUDGET 2018/19	BUDGET 2019/20
	£000	£000	£000	£000		£000	£000	£000	£000
CIVIC CENTRE BUILDING	624	650	651	653	CIVIC CENTRE BUILDING	(225)	(230)	(218)	(216)
SENIOR MANAGEMENT TEAM	596	573	532	608	SENIOR MANAGEMENT TEAM	(174)	(162)	(144)	(176)
OTHER CORPORATE COSTS	1,815	1,923	1,748	1,620	OTHER CORPORATE COSTS	(158)	(101)	(14)	(27)
DEMOCRATIC REPRESENTATION & MANAGEMENT	356	370	370	383	DEMOCRATIC REPRESENTATION & MANAGEMENT	0	0	0	0
COMMITTEE AND SUPPORT SERVICES	189	178	168	173	COMMITTEE AND SUPPORT SERVICES	(5)	0	0	0
STRATEGY AND COMMUNICATIONS	376	388	398	398	STRATEGY AND COMMUNICATIONS	(64)	(66)	(76)	(68)
INFORMATION TECHNOLOGY	837	930	910	924	INFORMATION TECHNOLOGY	(295)	(122)	(202)	(202)
LEGAL SERVICES	253	314	314	314	LEGAL SERVICES	(39)	(51)	(51)	(51)
HUMAN RESOURCES	362	345	348	333	HUMAN RESOURCES	(189)	(179)	(179)	(156)
FINANCIAL SERVICES	534	538	514	517	FINANCIAL SERVICES	(85)	(89)	(72)	(70)
INTERNAL AUDIT	63	64	64	64	INTERNAL AUDIT	0	(1)	(1)	(1)
PROPERTY includes Health and Safety	319	343	348	371	PROPERTY includes Health and Safety	0	0	0	0
OTHER SERVICES	67	73	69	69	OTHER SERVICES	(5)	(3)	(3)	(3)
<b>GROSS EXPENDITURE</b>	£ 6,391	6,689	6,434	6,427	<b>GROSS INCOME</b>	£ (1,239)	(1,004)	(960)	(970)
<b>GROSS INCOME</b>	£ (1,239)	(1,004)	(960)	(970)					
<b>NET EXPENDITURE</b>	£ 5,152	5,685	5,474	5,457					

## CENTRAL AND SUPPORT COSTS

<b>CIVIC CENTRE BUILDING</b>				
<b>SERVICE CODE: 350</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	6	0	1	1
Premises	582	609	609	611
Supplies and Services	36	41	41	41
<b>GROSS COST OF SERVICE</b>	624	650	651	653
Recharges	(105)	(108)	(105)	(105)
Income	(120)	(122)	(113)	(111)
<b>NET COST OF SERVICE</b>	399	420	433	437

### Service Description

This relates to the Civic Centre in Pershore, including offices and spaces occupied by external organisations and hirings of the Civic Suite.

### Commentary on any significant changes

There are no significant changes expected for this service.

<b>SENIOR MANAGEMENT TEAM</b>				
<b>SERVICE CODE: 380</b>				
<b>Budget Officer - J Hegarty</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	510	488	447	521
Supplies and Services	27	23	23	23
Contractor Payments	59	62	62	64
<b>GROSS COST OF SERVICE</b>	596	573	532	608
Income	(174)	(162)	(144)	(176)
<b>NET COST OF SERVICE</b>	422	411	388	432

### Service Description

Costs to the Council of the Senior Management Team. The majority of the Senior Management Team are in joint posts across both Wychavon and Malvern Hills District Councils and therefore Malvern Hills are recharged accordingly.

### Commentary on any significant changes

Reduction in employee costs and income between Original and Revised budgets is due to an SMT post being vacant for the first 7 months of the financial year.

The employees budget increase in 2019/20 is the full year effect of the new SMT post and also pay awards.

## CENTRAL AND SUPPORT COSTS

<b>OTHER CORPORATE COSTS</b>				
<b>SERVICE CODE: 300; 305 &amp; 388</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	1,391	1,516	1,433	1,276
Transport Related	1	1	1	1
Supplies and Services	351	342	260	279
Contractor Payments	54	44	34	44
Transfer Payments	18	20	20	20
<b>GROSS COST OF SERVICE</b>	1,815	1,923	1,748	1,620
Income	(158)	(101)	(14)	(27)
<b>NET COST OF SERVICE</b>	1,657	1,822	1,734	1,593

### Service Description

This includes Corporate costs such as providing information to the public, completing and publishing corporate returns and plans, external audit fees, bank charges and most significantly the costs relating to the backfunding of the Council's pension scheme.

### Commentary on any significant changes

Reduction in employee costs between Original and Revised budgets is due to 1% pay award being coded here in original budget but this has now been added to individual salary budgets in revised budgets.

Supplies and Services has reduced between Original and revised as has income.

This is due to insurance costs being charged directly to services now rather than to service 388 and then recharged out.

In 2019/20 there is a reduction in pension backfunding costs of £159k. In addition to this there is a £200k salary saving across the Council that has reduced the employees budget in Corporate Costs further.

<b>DEMOCRATIC REPRESENTATION &amp; MANAGEMENT</b>				
<b>SERVICE CODE: 315 &amp; 317</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	36	45	45	46
Transport Related	8	17	17	17
Supplies and Services	312	308	308	320
<b>GROSS COST OF SERVICE</b>	356	370	370	383
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	356	370	370	383

### Service Description

This includes all members' allowances and expenses, subscriptions to local government associations and the costs associated with officer time on advice and support activities.

### Commentary on any significant changes

There are no significant changes expected for this service.

## CENTRAL AND SUPPORT COSTS

<b>COMMITTEE AND SUPPORT SERVICES</b>				
<b>SERVICE CODE: 381</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	182	177	167	172
Supplies and Services	7	1	1	1
<b>GROSS COST OF SERVICE</b>	189	178	168	173
Income	(5)	0	0	0
<b>NET COST OF SERVICE</b>	184	178	168	173

### **Service Description**

Provision of support to members and the democratic function of the Council.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

<b>STRATEGY AND COMMUNICATIONS</b>				
<b>SERVICE CODE: 382</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	330	334	329	344
Supplies and Services	46	54	69	54
<b>GROSS COST OF SERVICE</b>	376	388	398	398
Income	(64)	(66)	(76)	(68)
<b>NET COST OF SERVICE</b>	312	322	322	330

### **Service Description**

This covers all aspects of corporate strategy and communications including the Council's website, consultation and development.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

## CENTRAL AND SUPPORT COSTS

<b>INFORMATION TECHNOLOGY</b>				
<b>SERVICE CODE: 360</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Supplies and Services	324	376	356	356
Payment to Shared Service	513	554	554	568
<b>GROSS COST OF SERVICE</b>	837	930	910	924
Income	(295)	(122)	(202)	(202)
<b>NET COST OF SERVICE</b>	542	808	708	722

### Service Description

Costs of providing Information Technology services across the Council, including telephony. Service is provided by the South Worcestershire IT Shared Service.

### Commentary on any significant changes

There is a saving on the IT equipment budget in both the 2018/19 Revised budget and the 2019/20 budget. There is also additional income in the 2018/19 Revised budget and the 2019/20 budget of £80k. This is income from Civica for rental of IT equipment.

<b>LEGAL SERVICES</b>				
<b>SERVICE CODE: 383</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	3	0	0	0
Supplies and Services	5	2	2	2
Payment to Shared Service	245	312	312	312
<b>GROSS COST OF SERVICE</b>	253	314	314	314
Income	(39)	(51)	(51)	(51)
<b>NET COST OF SERVICE</b>	214	263	263	263

### Service Description

The Council's legal services are provided as part of a shared service with Malvern Hills District Council. The service is hosted by Malvern Hills.

### Commentary on any significant changes

There are no significant changes expected for this service.

## CENTRAL AND SUPPORT COSTS

<b>HUMAN RESOURCES</b>				
<b>SERVICE CODE: 384</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	347	330	333	318
Supplies and Services	14	15	15	15
Contractor Payments	1	0	0	0
<b>GROSS COST OF SERVICE</b>	362	345	348	333
Income	(189)	(179)	(179)	(156)
<b>NET COST OF SERVICE</b>	173	166	169	177

### Service Description

The Council's Human Resources function is provided as part of a shared service with Malvern Hills District Council, hosted by Wychavon.

### Commentary on any significant changes

There are no significant changes expected for this service.

<b>FINANCIAL SERVICES</b>				
<b>SERVICE CODE: 385</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	509	521	497	500
Supplies and Services	25	17	17	17
<b>GROSS COST OF SERVICE</b>	534	538	514	517
Income	(85)	(89)	(72)	(70)
<b>NET COST OF SERVICE</b>	449	449	442	447

### Service Description

Provision of financial services, procurement, business transformation and treasury management. The Procurement function is shared with Worcester City and Malvern Hills District Council's, hosted by Wychavon. The business transformation costs are shared with Malvern Hills District Council.

### Commentary on any significant changes

There are no significant changes expected for this service.

## CENTRAL AND SUPPORT COSTS

<b>INTERNAL AUDIT</b>				
<b>SERVICE CODE: 386</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Transport Related	1	1	1	1
Payment to Shared Service	62	63	63	63
<b>GROSS COST OF SERVICE</b>	63	64	64	64
Income	0	(1)	(1)	(1)
<b>NET COST OF SERVICE</b>	63	63	63	63

### **Service Description**

The Internal Audit function is provided through a shared service with Malvern Hills District Council and Worcester City Council, hosted by Worcester City.

### **Commentary on any significant changes**

There are no significant changes expected for this service.

<b>PROPERTY including Health and Safety</b>				
<b>SERVICE CODE: 387</b>				
<b>Budget Officer - V Allison</b>	Actual 2017/18 £000	Original Budget 2018/19 £000	Revised Budget 2018/19 £000	Budget 2019/20 £000
Employees	316	342	347	370
Supplies and Services	2	1	1	1
Contractor Payments	1	0	0	0
<b>GROSS COST OF SERVICE</b>	319	343	348	371
Income	0	0	0	0
<b>NET COST OF SERVICE</b>	319	343	348	371

### **Service Description**

Provision of property services which are responsible for the assets of the Council, provision of advice on Health & Safety and coordination of many of the Council's capital projects.

### **Commentary on any significant changes**

The increase in employee costs in the 2019/20 budget is due to a new Apprentice post being added.



## CENTRAL AND SUPPORT COSTS

<b>OTHER SERVICES</b>				
<b>SERVICE CODE: 301, 371 &amp; 38j1</b>				
<b>Budget Officer - Various</b>	<b>Actual 2017/18 £000</b>	<b>Original Budget 2018/19 £000</b>	<b>Revised Budget 2018/19 £000</b>	<b>Budget 2019/20 £000</b>
Employees	18	19	15	15
Premises	5	5	5	5
Supplies and Services	44	49	49	49
<b>GROSS COST OF SERVICE</b>	67	73	69	69
Income	(5)	(3)	(3)	(3)
<b>NET COST OF SERVICE</b>	62	70	66	66

### **Service Description**

Costs and income associated with the Council's print unit, collection of cash, corporate database and emergency planning.

### **Commentary on any significant changes**

There are no significant changes expected for this service.