

Service Title: **Business Support, Communications & Directors**

Manager: Anne-Marie Bond

Business Unit: Commercial & Business Services

Executive Head: Anne-Marie Bond

**Brief Description of Service:**

Business Support Services combines a range of services which support the operation of the Council's Services and includes:

Business Change which supports the development and delivery of the Council's Key Change Projects.

Overview & Scrutiny provide the delivery of effective support to the scrutiny of the Council's decisions.

Policy Performance & Review Team sets a framework for consultation and equalities. They also support the development of Corporate Policy and complete statutory data returns along with analysing of a wide range of local data.

Communications Team - Provide Marketing and Communciation support for corporate centre and individual services both internal and external

Directors - This heading reflects the costs of the roles of the following post:- Councils Executive Director of Operations & Finance (0.8 FTE), who is the head of paid service for the Council and the Council's following Director's post:- Director of Adult Services ( 0.8 FTE), Director of Place ( 0.8 FTE) and the Director of Children's Services (1.0 FTE). Note Director of Public Health funded from Public Health grant.

Further information is available on the Service Review, link provided below:-

<http://www.torbay.gov.uk/index/yourcouncil/financialservices/budget/businessservicesreview1415.doc>

Service provides:-	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
258 Business Services	8.7	301	0	47	0	0	348	-30	-10	-30	0	-70	278
254 Communications Team	4.6	159	0	12	0	0	171	-59	0	0	0	-59	112
255 Directors	3.4	493	0	21	0	0	514	0	0	0	0	0	514
<b>TOTAL</b>	<b>16.7</b>	<b>953</b>	<b>0</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>1,033</b>	<b>-89</b>	<b>-10</b>	<b>-30</b>	<b>0</b>	<b>-129</b>	<b>904</b>

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

\*\*FTE = Full Time Equivalent