

RIBBLE VALLEY BOROUGH COUNCIL INFORMATION

REPORT TO POLICY & FINANCE COMMITTEE

Agenda Item No 16

meeting date: 28 JULY 2009
 title: REVENUE MONITORING 2009/10
 submitted by: DIRECTOR OF RESOURCES
 principal author: TRUDY HOLDERNESS

1 PURPOSE

1.1 To let you know the position for the first three months of this year's revenue budget as far as this committee is concerned.

1.2 Relevance to the Council's ambitions and priorities:

- ❖ In accordance with corporate plan objective 2.3, this report provides members with information to ensure that budget allocation and expenditure is in line with corporate priorities.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period. You will see an overall overspend of £10,087 on the net cost of services.

Cost Centre	Cost Centre Name	Net Budget for the full year £	Net Budget to the end of the period £	Actual including Commitments to the end of the period £	Variance £	
CEXEC	Chief Executive Department	-1,750	50,416	55,020	-4,604	
HRDEV	Human Resource Development	35,320	5,574	2,132	3,442	
OMDEV	Organisation & Member Development	-2,760	75,877	77,092	-1,215	
CONTC	Contact Centre	147,510	16,715	14,464	2,251	
CSERV	Corporate Service	179,150	30,604	24,100	6,504	
STRAH	Strategic Housing Section	-1,620	39,795	40,073	-278	
CORPM	Corporate Management	512,170	0	0	0	
EPROC	E Procurement Revenue Costs	44,340	0	0	0	
GOVTE	E Government Revenue Costs	41,450	18,000	18,000	0	
CIVST	Civic Suite	-170	17,274	15,382	1,892	
CLOFF	Council Offices	-530	85,496	83,780	1,716	
LRGOF	Longridge Offices	0	27	0	27	
MOBIL	Mobil Office	-10	1,098	1,137	-39	
EMERG	Community Safety	60,300	362	4,673	-4,311	
CLTAX	Council Tax	433,600	8,416	8,840	-424	
NNDRC	National Non Domestic Rates	24,900	240	626	-386	
DISTC	District Elections	1,620	0	0	0	

Cost Centre	Cost Centre Name	Net Budget for the full year £	Net Budget to the end of the period £	Actual including Commitments to the end of the period £	Variance £	
ELECT	Register of Electors	66,890	11,418	10,476	942	Green
EUROP	European Elections	22,170	0	35,828	-35,828	Red
LANCS	Lancashire County Elections	22,170	0	5,686	-5,686	Red
PARIS	Parish Elections	510	0	0	0	Green
PARLI	Parliamentary Elections	770	0	-15,448	15,448	Red
ATTEN	Mayor's Attendant / Keeper	-120	3,704	3,528	176	Green
CIVCF	Civic Functions	57,200	14,047	27,646	-13,599	Red
COSDM	Cost of Democracy	474,210	51,178	50,566	612	Green
MAYCR	Mayoral Transport	0	6,382	6,436	-54	Green
LICSE	Licensing	42,780	-12,808	-13,407	599	Green
LANDC	Land Charges	11,550	-20,858	-11,192	-9,666	Red
FGSUB	Grants & Subscriptions – Policy & Finance	154,960	71,223	80,672	-9,449	Red
LONGR	Longridge Grants	99,900	25,026	0	25,026	Red
ESTAT	Estates	24,980	-588	-1,907	1,319	Green
VARIOUS	Meals on Wheels and Luncheon Clubs	26,960	20,026	13,196	6,830	Red
FMISC	Policy & Finance Miscellaneous	173,870	20,351	151	20,200	Red
SUPDF	Superannuation Deficiency Payments	128,870	19,773	41,793	-22,020	Red
COMPR	Computer Services	-820	124,662	120,064	4,598	Amber
FSERV	Financial Services	-22,420	156,279	145,288	10,991	Red
LSERV	Legal Services	8,380	85,943	88,661	-2,718	Amber
RESOR	Resource Department	0	0	489	-489	Green
REVUE	Revenues & Benefits	-10,730	143,234	136,214	7,020	Red
CONCS	Concessionary Travel	496,630	68,361	77,275	-8,914	Red
	Total net cost of services	3,252,230	1,137,247	1,147,334	-10,087	

2.2 The variations between budget and actuals have been split into groups of red, amber and green variance. The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas, which currently do not present any significant concern.

Key to Variance shading	
Variance of more than £5,000 (Red)	
Variance between £2,000 and £4,999 (Amber)	
Variance less than £2,000 (Green)	

2.3 We have then extracted the main variations for the items included in the red shaded cost centres and shown them with the budget holder's comments and agreed action plans, in Annex 1.

2.4 The main variations for items included in the amber shaded cost centres are shown with budget holders' comments at Annex 2.

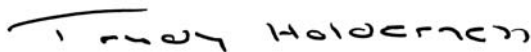
3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an overspend for the first three months of the financial year 2009/10 of £10,000, however there are some large fluctuations that make up this net figure.

3.2 European and County elections costs of £43,000 are to be claimed back, this is partly offset by income from previous elections of £25,000 which is to be transferred to a reserve fund to offset any future liabilities.

3.3 Also currently offsetting this additional expenditure on elections is the lack of expenditure on the Longridge Grant schemes currently profiled at £25,000. The regeneration section is closely monitoring this situation; hopefully some claims should be received by the next quarter.

3.4 The main area of concern for this committee is the reductions in income from land charges of £11,000 this is a reflection of the current economic climate, with total income received for land charges for the first quarter this year of £16,000 compared to £20,000 for the same period last year and £25,000 for year before.



SENIOR ACCOUNTANT

PF30-09/TH/AC
17 July 2009

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RED VARIANCES

Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
Civic Functions/Civic Regalia & Plaques	1,030	0	11,793	-11,793	Stock of mayoral badges purchased / ordered, cost held as balance sheet item at year end	Accountant to transfer cost of stock to balance sheet code before year end
Concessionary Travel/Bus Passes	584,640	97,402	112,637	-15,235	The overspend is a combination of an 2008/09 estimated debtor for income anticipated for the concessionary travel pooling compromise brought forward into 2009/10 and no contribution being made yet to LCC for the pooling contributions for 2009/10	Accountant to investigate why we have not received the income for 2008/09 and why we have not been invoiced for 2009/10 pooling contributions
Corporate services/Salaries	93,490	23,391	16,459	6,932	Vacant Corporate Services Manager post	Decision to be made regarding vacant post.
European Elections/Election Fees	0	0	31,163	-31,163	Costs associated with running European elections in June 2009	Expenditure to be claimed back

Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
European Elections/Rent of Buildings	0	0	7,005	-7,005	Costs associated with running European elections in June 2009	Expenditure to be claimed back
European Elections/Other Income	0	0	-9,836	9,836	Additional income	Funds to be transferred to reserve fund to offset any future liabilities
Grants & Subscriptions - Policy and Fin/Voluntary Organisations	90,210	39,819	54,287	-14,468	Second instalment of grant payable to Citizen advice bureau paid before start of July.	No action proposed, depends when month end occurs
Policy & Finance Miscellaneous/Audit Fees	91,000	16,544	0	16,544	No invoices received to date.	Invoices to be chased
Financial Services/Salaries	447,110	111,864	101,421	10,443	Vacant Financial Services Manager post and Technical Accountant post	Financial Service Mangers post filed with effect from 1 May 2009. Decision on Technical Accountant post still to be taken.
Land Charges/Search Fee	-101,320	-28,298	-16,955	-11,343	Reduced income reflects the current housing market	Income to be monitored, estimate may need to be adjusted when preparing revised estimate.

Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
Longridge Grants/Grants	99,900	25,026	0	25,026	No expenditure to date, estimate profiled evenly. Work on main Longridge scheme had been delayed. Hoped that work is to be completed by end of summer	Progress of scheme being monitored by regeneration section
Parliamentary Elections/Other Income	0	0	-15,448	15,448	Additional income	Funds to be transferred to reserve fund to offset any future liabilities
Superannuation Deficiency Payments /Superannuation Deficiency Payments	123,240	18,400	40,424	-22,024	Contribution to West Yorkshire pension fund invoiced in June 2009 and paid within 30 days, payment not due until September 2009	No action proposed

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AMBER VARIANCES

Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
Chief Executives Department/Salaries.	137,930	37,242	41,386	-4,144	Overspend mainly due to payment made to retiring chief executive in lieu of holidays
Chief Executives Department/Car leasing repayments.	8,850	0	-1,012	1,012	The under spend is due to a credit received from lease company for under mileage of lease vehicle at the end of 3 year contract and a contribution from retiring chief executive for private use.
Council Offices/Repair & Maintenance – Buildings.	34,710	8,682	4,424	4,258	Staff have been concentrating on castle scheme, it is expected that expenditure will catch up with profile in due course.
Computer Services/Software Maintenance.	90,550	76,823	74,042	2,781	Checkpoint Collaborative support not yet renewed

Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
Concessionary Travel/Community Transport.	45,000	7,498	3,883	3,615	Delay in being invoiced for period 2 by LCC
Concessionary Travel/Other Contract Payments.	13,620	2,273	0	2,273	No invoice received from LCC for administration of the concessionary travel scheme
Corporate services/Subscriptions.	1,430	378	2,940	-2,562	NWEGG subscription for 2009/10 paid from this budget head, budget to be transferred from Contact Centre at revised estimate
Community Safety/Purchase of Equipment & Materials.	13,480	973	5,473	-4,500	Expenditure not following the same profile as 2008.
European Elections/Other Training Expenses.	0	0	2,200	-2,200	Costs associated with running June elections, claim for expenditure to be submitted
Grants & Subscriptions - Policy and Fin/Subscriptions.	63,970	31,345	26,386	4,959	The under spend is mainly due to the Local Government Associations reducing subscriptions for 2009/10 to £10,000 for District Authorities with population under 100,000.

Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
Financial Services/National Insurance Salaries.	34,360	8,601	5,151	3,450	Under spend combination of vacant posts and a 2008/09 estimated creditor provision for class 1a national insurance contributions still to be paid.
Financial Services/Car Leasing Repayments.	13,260	4,909	8,587	-3,678	Commitment for new lease car
Lancashire County Elections/Postages.	0	0	2,704	-2,704	Costs associated with running June elections, claim for expenditure to be submitted
Licensing/Premises Licences.	-59,900	-6,445	-4,438	-2,007	Premises are not renewing licences
Revenues & Benefits/Salaries.	473,620	118,497	115,433	3,065	Vacant benefits assistant and clerical officer posts, only recently filled