

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO POLICY AND FINANCE COMMITTEE

DECISION

Agenda Item No

meeting date: 26 JANUARY 2010
 title: REVISED REVENUE BUDGET 2009/10 AND ORIGINAL ESTIMATE 2010/11
 submitted by: DIRECTOR OF RESOURCES
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1 PURPOSE

1.1 To agree a revised revenue budget for 2009/10, together with a draft revenue budget for 2010/11, for submission to Policy and Finance Committee.

2 BACKGROUND

2.1 In preparing the budget the committee will have to review the following matters:

- ❖ The current year's revenue budget
- ❖ The draft budget for 2010/11
- ❖ Fees and charges.

3 REVIEW OF 2009/10 REVENUE BUDGET

3.1 When the budget was prepared for the current year provision was made for increases in pay and prices of 2%. The national pay award was finally settled this year in September 2009 at the following rates.

- ❖ 1.25% for spinal column point 4 to 10
- ❖ 1.0% for spinal column points 11 to 49
- ❖ No pay award for chief officers
- ❖ Staff with less than five years continuous service received one extra days holiday

3.2 This has therefore resulted in pay award savings for this committee as shown by service area in the table below.

Service Area	Pay Award Saving £
Chief Executives	-1,690
Organisation & Member Development	-2,470
Legal Services	-2,460
Corporate Services	-1,260
Strategic Housing	-1,570
Civic Suite	-130
Council Offices	-380
Register of Electors	-120
Mayor's Attendant	-170
Contact Centre	-640
Computers	-1,620
Financial Services	-5,560
Revenues & Benefits	-5,670
TOTAL	-23,740

3.3 The revised budget is £59,620 lower than the original estimate. A comparison between the original and revised budgets for each cost centre is shown below, with the pay award savings as above included in the 'Movement in Expenditure' Column

Cost Centre	Cost Centre Name	Original Estimate 2009/10 £	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Revised Estimate 2009/10 £
CEXEC	Chief Executives Department	-1,750	-36,730	-160	38,640	0	0
HRDEV	Human Resources Development	35,320	3,250	0	310	0	38,880
OMDEV	Organisation & Member Development	-2,760	4,750	-10	-1,980	0	0
LSERV	Legal Services	8,380	10,870	1,580	-20,830	0	0
CSERV	Corporate Services	179,150	9,540	0	-620	0	188,070
STRAH	Strategic Housing Section	-1,620	-15,360	0	16,980	0	0
CORPM	Corporate Management	512,170	-20,000	0	-62,450	0	429,720
EPROC	E Procurement	44,340	0	0	0	0	44,340
GOVTE	E Government	41,450	0	0	100	0	41,550
CIVST	Civic Suite	-170	-3,060	-370	9,550	-5,950	0
CLOFF	Council Offices	-530	570	460	-1,040	540	0
LRGOF	Longridge Offices	0	0	0	0	0	0
MOBIL	Mobile Office	-10	770	0	-760	0	0
EMERG	Community Safety	60,300	3,000	0	-1,300	0	62,000
CLTAX	Council Tax	433,600	6,770	0	-43,640	0	396,730
NNDRC	National Non Domestic Rates	24,900	3,220	-11,920	18,340	0	34,540
DISTC	District Elections	1,620	390	0	260	0	2,270
ELECT	Register of Electors	66,890	480	0	710	0	68,080
EUROP	European Elections	22,170	82,080	-91,910	-910	0	11,430
LANCS	Lancashire County Elections	22,170	11,410	-11,410	-910	0	21,260
PARIS	Parish Elections	510	0	0	1,420	0	1,930
PARLI	Parliamentary Elections	770	0	-15,450	4,000	0	-10,680
ATTEN	Mayor's Attendant	-120	-390	0	510	0	0
CIVCF	Civic Functions	57,200	-20	0	-110	0	57,070
COSDM	Cost of Democracy	474,210	30	0	-23,470	0	450,770
MAYCR	Mayoral Transport	0	20	0	-20	0	0
LICSE	Licensing	42,780	710	3,660	7,070	0	54,220
LANDC	Land Charges	11,550	-1,450	21,070	4,410	0	35,580
FGSUB	Grants and Subscriptions	154,960	-9,250	-8,500	560	0	137,770
ESTAT	Estates	24,980	620	-50	2,070	0	27,620
VARIOUS	Meals on Wheels & Luncheon Clubs	26,960	-3,520	1,280	-310	0	24,410

Cost Centre	Cost Centre Name	Original Estimate 2009/10 £	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Revised Estimate 2009/10 £
FMISC	Policy & Finance Miscellaneous	173,870	1,450	-1,470	-1,300	0	172,550
PARGR	Parish Grants	0	2,900	0	0	0	2,900
LONGR	Longridge Grants	99,900	0	0	0	0	99,900
SUPDF	Superannuation Deficiency Payments	128,870	-5,980	0	-10	0	122,880
CONTC	Contact Centre	147,510	-510	0	8,980	0	155,980
COMPR	Computers	-820	5,980	0	-4,360	-800	0
FSERV	Financial Services	-22,420	-30,080	30	52,470	0	0
REVUE	Revenues and Benefits	-10,730	-9,350	-980	21,060	0	0
CONCS	Concessionary Travel	441,370	-3,070	-1,000	-330	0	436,970
NET COST OF SERVICES		3,196,970	10,040	-115,150	23,090	-6,210	3,108,740

ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES

FNBAL H230	Election Fund	19,000	-390	25,280	0	0	43,890
FNBAL H237	Single Status Reserve Fund	0	-750	0	0	0	-750
FNBAL H255	Concurrent Function Reserve	0	14,140	0	0	0	14,140
CPBAL H258	Parish Grants Reserve Fund	0	-2,900	0	0	0	-2,900
CPBAL H249	Community Enhancement Reserve Fund	0	-1,060	0	0	0	-1,060
CPBAL H259	Longridge Grants Reserve Fund	-94,900	0	0	0	0	-94,900
FNBAL H262	IT Equipment reserve	0	-2,700	0	0	0	-2,700
CPBAL H322	Risk Management Reserve	-2,810	-3,010	0	0	0	-5,820
NET BALANCES AND RESERVES		-78,710	3,330	25,280	0	0	-50,100

NET EXPENDITURE		3,118,260	13,370	-89,870	23,090	-6,210	3,058,640
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3.4 The difference between the revised and the original estimate is an estimated net underspend of £59,620. This will mainly arise because of the factors shown below:

	£	£
MOVEMENT IN EXPENDITURE		
Increased Costs		
<u>Staffing Costs:</u>		
Organisation & member development – employment of modern apprentice and low staff turnover	8,660	
Legal – employment of modern apprentice and temporary legal assistant.	9,820	
Corporate services – staff transferred from Chief Executives and re-grading of post	10,960	
Cost of democracy – co-opted members allowances	1,590	
Contact centre – staff joining superannuation scheme	2,760	
IT services – re-grading of post	4,670	
<u>Other Staff Costs:</u>		
Legal – staff advert for Legal assistant	1,040	
Strategic housing – staff advert for maternity cover	1,580	
Revenues – staff advert Benefit assistant and job share post	1,890	
Human resource development – tuition fees for equality training (slippage from 2008/09)	2,500	
<u>Software Support:</u>		
NNDR – legislative changes NNDR deferral scheme	2,510	
IT services – 3d secure and hosted solution	2,750	
<u>Other increases</u>		
Postage costs – Council tax & Register of electors	5,850	
Elections costs – European & County Elections	93,490	
Parish Council grants – Chatburn, Slaidburn & Ribchester (funded from reserves or contributions)	12,460	
Community safety – equipment & materials (funded from reserves)	3,000	
Council tax – Allpay transactions costs	3,000	
NNDR – discretionary grants	3,220	
Finance miscellaneous – audit fees	2,510	
Concessionary travel – community transport costs	2,700	
Reduced Costs		
<u>Staffing costs:</u>		
Pay award adjustment	-23,740	
Chief executive – transfer of staff to Corporate services	-32,000	
Strategic housing – transfer of staff Development department	-16,060	
Civic suite – removal of cleaners post offset by increased hours of Town Hall Keeper to cover duties	-2,190	

	£	£
Corporate management – removal of growth provision for modern apprentice	-20,000	
Financial services – staff turnover and vacant post	-23,080	
<u>Other reductions</u>		
Electricity – Civic suite and Council offices (procurement savings)	-4,710	
Car lease – staff turnover with Financial services, Chief Executives and Corporate services	-8,220	
Concurrent function grants	-14,140	
Subscriptions – Local Government Association	-3,760	
Provision of meals – meals on wheels and luncheon clubs	-2,840	
Superannuation deficiency – reduction in charge from Greater Manchester Fund	-5,980	
Security services contract (collection of cash) – procurement saving	-4,070	
Concessionary travel – national concession scheme pooled agreement	-7,380	
		8,790
MOVEMENT IN INCOME		
Increased Income		
NNDRC- additional grant for legislative changes to NNDR deferral scheme	-11,770	
Elections – European & County Elections reimbursement of costs	-93,490	
Elections – European and Parliamentary reimbursement of costs (previous years)	-25,280	
Parish Council Grants – Reimbursement from Chatburn PC	-8,500	
Reduced Income		
Land charges – search fees	21,070	
Licenses – premises licences offset by increase in taxi licenses	3,660	
Meals on wheels / luncheon clubs – sale of meals / LCC grant	1,280	
		-113,030
MOVEMENT IN SUPPORT SERVICES		
Increased Support Services from		
Planning and Development committee – increase in recharge to Land Charges, Licensing and Elections	4,180	
Community committee – increase in recharge to Council Offices offset by reduction in recharge to Corporate management	4,490	
Reduced Income from Recharges to:		
Planning and Development committee – reduced income from recharges from Financial services	3,410	
Community committee – reduced income from recharge from Financial services and Strategic housing offset by an increase from Organisation & Member development	1,740	

	£	£
Health and Housing committee – reduced income from recharges from Financial services and Strategic housing	11,040	
MOVEMENT IN CAPITAL COSTS – Decreased Capital Costs		24,860
Civic suite – decrease in depreciation charge as a result of slippage in 2008/09 capital programme which included replacing gas boilers and replacement light fittings		-5,950
MOVEMENT IN RESERVES – Increases in reserve funds		28,610
OVERALL NET UNDERSPEND		-56,720

4 2010/11 DRAFT REVENUE BUDGET

- 4.1 My 3 year forecast to Policy and Finance Committee in September suggested that next year's base budget could be approximately £7.720 million, compared with the current year of £7.679 million, an increase of £41,000 (0.5%). This forecast indicated that savings of £246,210 would be required to produce an affordable budget. However the real budgetary problems are likely to be in future years when it is almost certain there will be severe reductions in public sector funding. My forecast indicated from 2011/12 savings of £695,000 will be required to produce a balanced budget
- 4.2 In addition, as always, there are a number of potential problems that could have a significant impact on the budget for 2010/11 and beyond. The immediate ones are:
- ❖ The effect of the economic downturn on service income levels
 - ❖ The level of investment income received
 - ❖ Public sector funding
 - ❖ Pension fund contributions
 - ❖ Increases in national insurance contributions
 - ❖ Pay awards
 - ❖ Transfer of administration of concessionary travel scheme to upper tier authority
- 4.3 My forecast did not include any additional items that might be requested by committees or take account of the revenue implications of the capital programme.
- 4.4 As far as your budget is concerned, the estimates have been prepared on the current levels of service and include provision for pay and price increases of 1.5%. But wherever possible budgets have been cash limited.
- 4.5 In view of the amount of savings required the Budget Working Group and Policy and Finance Committee have asked committees/officers to:
- ❖ Find savings in the revenue budget.
 - ❖ Consider any growth items very carefully
- 4.6 In considering savings, committees and officers are asked to be mindful that whilst the savings required for 2010/11 may appear modest based on the assumptions of the

budget forecast, substantial savings will be required from 2011/12 and this must be addressed in any considerations for 2010/11.

5 COMMITTEE SERVICE ESTIMATES

5.1 CHIEF EXECUTIVES DEPARTMENT							
The department consists of staff employed on:	2009	2010	Reasons for Changes				
Chief Executive	1.0	1.0	Transferred to corporate services section				
Personal Assistant	1.0	1.0					
Health and Safety	1.0	0.0					
	3.0	2.0					
Service Description							CEXEC
<p><i>The Chief Executive's Department is divided into four service units: Corporate Services, Strategic Housing, Legal and Human Resources.</i></p> <p><i>Corporate Services is responsible for supporting the council in the delivery of its aims and objectives. It includes corporate communications, corporate policy and performance management.</i></p> <p><i>Strategic housing is responsible for supporting the council in its mandatory housing functions.</i></p> <p><i>Legal services provide the councils with advice on legal issues.</i></p> <p><i>Human Resources provides personnel support to the council, such as recruitment and selection, and has responsibility for the Committee Services section, which prepares and distributes agendas, and offers support to the Borough Mayor.</i></p> <p><i>Costs shown here relate to the Chief Executive and his Personal Assistant</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2009/10	Pay award adjustment	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Original Estimate 2010/11
	£	£	£	£	£	£	£
Employee Costs	175,310	-1,690	2,610	-640	-40,080	0	135,510
Transport Costs	10,290	0	150	-130	-2,820	0	7,490
Supplies and Services	8,150	0	110	-50	-30	0	8,180
Support Services	27,460	0	0	0	0	-1,690	25,770
TOTAL EXPENDITURE	221,210	-1,690	2,870	-820	-42,930	-1,690	176,950
Recharges to other General Fund Services	-222,960	0	0	0	0	46,010	-176,950
TOTAL INCOME	-222,960	0	0	0	0	46,010	-176,950
NET	-1,750	-1,690	2,870	-820	-42,930	44,320	0
Comments							
The transfer of the health and safety officer to corporate services section together with a lower provision for leased car repayments has resulted in a reduction in the recharge to corporate management.							

5.2 HUMAN RESOURCES DEVELOPMENT

Service Description

HRDEV

This is a central budget used to support organisation wide training and development which has been identified as a corporate need, such as equalities training and performance management training. Also covered here is Member development activity.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	11,000	0	170	-170	0	0	11,000
Supplies and Services	3,830	0	60	-60	0	0	3,830
Support Services	20,490	0	0	0	0	1,950	22,440
TOTAL EXPENDITURE	35,320	0	230	-230	0	1,950	37,270
NET	35,320	0	230	-230	0	1,950	37,270

Comments

Increase in support costs recharged from legal services.

5.3 ORGANISATION AND MEMBER DEVELOPMENT

The section consists of staff employed on:	2009	2010	Reasons for Changes
Administration	3.5	3.5	
Typing/Printing Services	4.5	4.5	
Personnel	1.5	1.5	
Modern Apprentice	0.0	0.5	50% shared with Legal Services
	9.5	10.0	

Service Description **OMDEV**

This budget covers Human Resources and Central Administration functions (level B reception, typing, printing and committee services) and is the main staffing budget for these areas.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	256,200	-2,470	3,800	70	7,920	0	265,520
Premises Costs	100	0	0	0	-100	0	0
Transport Costs	4,690	0	70	-50	210	0	4,920
Supplies and Services	39,290	0	580	-80	-1,560	0	38,230
Support Services	56,670	0	0	0	0	-520	56,150
Depreciation & Impairment	4,630	0	0	0	0	0	4,630
TOTAL EXPENDITURE	361,580	-2,470	4,450	-60	6,470	-520	369,450
Customer & Client Receipt	-3,600	0	-60	10	-10	0	-3,660
Recharges to other General Fund Services	-360,740	0	0	0	0	-5,050	-365,790
TOTAL INCOME	-364,340	0	-60	10	-10	-5,050	-369,450
NET	-2,760	-2,470	4,390	-50	6,460	-5,570	0

Comments

Employee costs within the section have increased as a result of the pay award provision and the shared employment of a modern apprentice.

These additional costs have been slightly offset by a reduction in postage charged to the section.

The net effect of these changes is an increase in the recharges to other general fund services.

5.4 LEGAL SERVICES

The section consists of staff employed on:	2009	2010	Reasons for Changes
Legal Services	6.5	6.5	New post – 50% share with Organisation & Member Development
Land Registry	1.5	1.5	
Modern Apprentice	1.0	0.5	
	9.0	8.5	

Service Description	LSERV
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The Legal Services Section provides legal advice to all departments of the council and represents the council in court proceedings and conveyancing, or other non-contentious transactions

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	249,400	-2,460	3,690	-20	2,270	0	252,880
Premises Costs	440	0	10	0	360	0	810
Transport Services	6,130	0	90	-60	-440	0	5,720
Supplies and Services	34,370	0	510	50	4640	0	39,570
Support Services	80,080	0	0	0	0	-6,500	73,580
TOTAL EXPENDITURE	370,420	-2,460	4,300	-30	6,830	-6,500	372,560
Customer & Client Receipts	-3,740	0	-50	50	1,470	0	-2,270
Recharges to other services	-358,300	0	0	0	0	-11,990	-370,290
TOTAL INCOME	-362,040	0	-50	50	1,470	-11,990	-372,560
NET	8,380	-2,460	4,250	20	8,300	-18,490	0

Comments

Staff costs have increased due to the employment of a shared modern apprentice, the previous modern apprentice was on a fixed term contract to September 2009.

The increases in supplies and services costs is due to raised printing and stationery charges, increases in software support costs as a result of purchasing an asset management system and the increased cost of the on-line service for legal reference books, this being the final year of a 3 year contract.

Support service costs show a reduction in the recharges from financial services and organisation and member development offset by increased IT support.

These increased costs result in increased recharges to other services.

5.5 CORPORATE SERVICES

The section consists of staff employed on:	2009	2010	Reasons for Changes
Policy and Performance	4.0	3.0	
Health and Safety	0.0	1.0	Transferred from chief executives
	4.0	4.0	

Service Description

CSERV

A small team (within the Chief Executive's Department) providing corporate support, advice and services including health and safety issues, strategic planning, performance management, policy development and review, consultation and communications.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	114,770	-1,260	1,710	210	61,050	0	176,480
Transport Costs	6,110	0	80	-60	-550	0	5,580
Supplies and Services	22,310	0	330	-100	2,190	0	24,730
Support Services	37,090	0	0	0	0	4,770	41,860
TOTAL EXPENDITURE	180,280	-1,260	2,120	50	62,690	4,770	248,650
Customer & Client Receipts	-1,130	0	-20	0	0	0	-1,150
TOTAL INCOME	-1,130	0	-20	0	0	0	-1,150
NET	179,150	-1,260	2,100	50	62,690	4,770	247,500

Comments

Staff costs have increased as a result of the Health and Safety Officer transferring from the Chief Executive section, and changes to the grading of the post of Policy and Performance Officer.

There has been an increase in subscription costs within supplies and service costs as a result of subscriptions for North West e-Government Group transferring from a charge against the Contact Centre.

Support costs from Development Department, Community Department and Legal Services have increased offset by reduction from Organisation & Member Development.

5.6 STRATEGIC HOUSING SECTION

	2009	2010	Reasons for Changes
Housing	6.0	4.0	Staff temporarily transferred
	0.0	4.0	

Service Description

STRAH

A small team (within Chief executive Department) that provides the mandatory housing function for the Authority.

Link to Ambitions

To match the **supply of homes** in our area with the **identified housing needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	161,170	-1,570	2,380	-760	-33,140	0	128,080
Transport Costs	4,530	0	70	-20	-1,560	0	3,020
Supplies & Services	3,460	0	30	-10	-210	0	3,270
Support Services	24,850	0	0	0	0	-5,150	19,700
TOTAL EXPENDITURE	194,010	-1,570	2,480	-790	-34,910	-5,150	154,070
Recharges to other General Fund Services	-195,630	0	0	0	0	58,600	-137,030
TOTAL INCOME	-195,630	0	0	0	0	58,600	-137,030
NET	-1,620	-1,570	2,480	-790	-34,910	53,450	17,040

Comments

Reduction of staff costs as a result of the temporary transfer of a member of staff to development department during maternity leave of the section head and reduction in hours worked by Housing Assistant.

Also a reduction in support service costs mainly from Financial Services.

These reductions have resulted in reduced recharges to other services especially to private drains and environmental health for which the recharge has been transferred as a recharge from development department this is due to this work being carried out by the member of staff that has transferred to the development department.

5.7 CORPORATE MANAGEMENT

Service Description

CORPM

Corporate management concerns those activities and costs that provide the infrastructure that allows services to be provided and the information that is required for public accountability. This budget includes staff indirectly employed on corporate issues such as corporate planning, council and corporate policy making meetings, preparation of published accounts, publicity and work on standard spending assessments, estimating and accounting for precepts.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	20,000	0	300	-300	-20,000	0	0
Support Services	492,170	0	0	0	0	-72,890	419,280
TOTAL EXPENDITURE	512,170	0	300	-300	-20,000	-72,890	419,280
NET	512,170	0	300	-300	-20,000	-72,890	419,280

Comments

The original employee costs estimate included a provision for employing 4 modern apprentices for part of a year. The full year costs are now shown in the sections in which they have been employed, Planning, Revenues, Legal and Salthill Depot.

There has been a reduction in support costs mainly from Financial services, Legal services and Chief executive.

5.8 E PROCUREMENT

Service Description

EPROC

This budget includes staff indirectly employed on e-Procurement initiatives

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 201/11 £
Support Services	44,340	0	0	0	0	990	45,330
TOTAL EXPENDITURE	44,340	0	0	0	0	990	45,330
NET	44,340	0	0	0	0	990	45,330

Comments

Increase in support costs mainly from legal services.

5.9 E GOVERNMENT

Service Description

GOVTE

This budget shows the costs associated with e-Government including the subscription to the east Lancashire E Government partnership.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies & Services	18,000	0	270	-270	0	0	18,000
Support Services	0	0	0	0	0	90	90
Depreciation & Impairment	23,450	0	0	0	0	-11,980	11,470
TOTAL EXPENDITURE	41,450	0	270	-270	0	-11,890	29,560
NET	41,450	0	270	-270	0	-11,890	29,560

Comments

Software purchased as part of the capital programme became fully depreciated in 2009/10

5.10 CIVIC SUITE

Service Description

CIVST

All running costs for the civic suite are shown here, including staffing and cleaning of the facility. On occasions the civic suite is hired out to external organisations, for which a charge is made. Council departments are also charged a proportion of the running costs to reflect the level of usage that they have had of the facility during the year.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	13,620	-130	200	-30	-140	0	13,520
Premises Costs	26,800	0	390	-230	-2,560	0	24,400
Supplies and Services	1,990	0	20	-10	0	0	2,000
Third Party Payments	0	0	0	0	100	0	100
Support Services	19,170	0	0	0	0	-3,690	15,480
Depreciation & Impairment	17,750	0	0	0	0	-2,520	15,230
TOTAL EXPENDITURE	79,330	-130	610	-270	-2,600	-6,210	70,730
Customer & Client Receipts	-1,390	0	-20	0	0	0	-1,410
Recharges to other General Fund Services	-78,110	0	0	0	0	10,670	-67,440
TOTAL INCOME	-79,500	0	-20	0	0	10,670	-68,850
NET	-170	-130	590	-270	-2,600	4,460	1,880

Comments

Premises costs have fallen by a reduction in electricity costs due to procurement savings and revaluation of civic suite, which has resulted in a lower business rate charge.

Decrease in support costs mainly from Community services.

Decrease in depreciation charge as a result of slippage in 2008/09 capital programmes, which includes replacing gas-fired boilers and replacement light fittings.

Reduction in recharges to other general fund services as a result of the above reduction in costs.

5.11 COUNCIL OFFICES

Service Description

CLOFF

This budget is for the cost of our Council offices in Clitheroe. All running costs are collated under this budget and then recharged to the services that use the building at the end of the financial year.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	38,400	-380	570	0	540	0	39,130
Premises Costs	127,210	0	1,910	-580	-4,160	0	124,380
Supplies and Services	8,510	0	130	-50	350	0	8,940
Third Party Payments	1,440	0	20	160	680	0	2,300
Support Services	30,550	0	0	0	0	11,230	41,780
Depreciation & Impairment	36,490	0	0	0	0	1,030	37,520
TOTAL EXPENDITURE	242,600	-380	2,630	-470	-2,590	12,260	254,050
Customer & Client Receipts	-10,200	0	-150	90	460	0	-9,800
Recharges to other General Fund Services	-232,930	0	0	0	0	-11,320	-244,250
TOTAL INCOME	-243,130	0	-150	90	460	-11,320	-254,050
NET	-530	-380	2,480	-380	-2,130	940	0

Comments

Reduction In electricity costs as a result of procurement savings offset by increase in business rate charge following a revaluation of the offices and also an increase in metered water usage.

Increase in support costs mainly from Community department.

Increase in recharges to other general fund services as a result of increased cost.

5.12 LONGRIDGE OFFICE

Service Description **LRGOF**

The revenues section has a small cash office in Longridge police station, which collects council tax, business rates and also rents on behalf of Ribble Valley Homes

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	580	0	10	-10	0	0	580
TOTAL EXPENDITURE	580	0	10	-10	0	0	580
Recharges to other General Fund Services	-580	0	0	0	0	580	0
TOTAL INCOME	-580	0	0	0	0	580	0
NET	0	0	10	-10	0	580	580

Comments

No inflationary provision required.

Recharge to other services removed following a decision to replace this service with Allpay in 2010/11. This budget has been separately identified as a budget saving of £580.

5.13 MOBILE OFFICE

Service Description **MOBIL**

The revenues section has a mobile van which collects council tax, business rates and also rents on behalf of Ribble Valley Homes from various villages throughout the borough.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	790	0	0	0	0	-790	0
Transport Costs	4,280	0	60	-60	0	0	4,280
Supplies and Services	320	0	0	0	0	-60	260
Support Services	1,790	0	0	0	0	-1,790	0
TOTAL EXPENDITURE	7,180	0	60	-60	0	-2,640	4,540
Miscellaneous Recharges	-7,190	0	0	0	0	7,190	0
TOTAL INCOME	-7,190	0	0	0	0	7,190	0
NET	-10	0	60	-60	0	4,550	4,540

Comments

No inflationary provision required.

Recharge to other services and support costs removed following a decision to replace this service with Allpay in 2010/11. This budget has been separately identified as a budget saving of £4,540.

5.14 COMMUNITY SAFETY

Service Description

EMERG

The Council is designated as a Category 1 responder under the Civil Contingency Act and as such is required to work with other agencies to develop and provide a suitable robust response to a range of identified local civil emergency situations.

Link to Ambitions

To help make people's lives **safer and healthier**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	14,860	0	210	-10	-800	0	14,260
Support Services	46,240	0	0	0	0	1,920	48,160
TOTAL EXPENDITURE	61,100	0	210	-10	-800	1,920	62,420
Customer & Client Receipts	-800	0	-10	10	800	0	0
TOTAL INCOME	-800	0	-10	10	800	0	0
NET	60,300	0	200	0	0	1,920	62,420

Comments

Increase in equipment costs previously funded by contribution removed.

Increase in support costs mainly from development department offset by a reduction in support costs from community department.

5.15 COUNCIL TAX

Service Description **CLTAX**

The administration and collection of council tax

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Transport Costs	7,190	0	0	0	0	-7,190	0
Supplies and Services	61,670	0	680	-140	5,490	-10,900	56,800
Support Services	435,810	0	0	0	0	-23,030	412,780
Depreciation & Impairment	0	0	0	0	0	7,930	7,930
TOTAL EXPENDITURE	504,670	0	680	-140	5,490	-33,190	477,510
Customer & Client Receipts	-71,070	0	-1,060	1,060	0	0	-71,070
TOTAL INCOME	-71,070	0	-1,060	1,060	0	0	-71,070
NET	433,600	0	-380	920	5,490	-33,190	406,440

Comments

Removal of recharge of mobile office costs due to service being reviewed

Supplies and services costs have increased as a result of additional postages costs charged to this section and provision for the all pay service to replace mobile office service offset by a reduction in bailiff fees, statutory notices costs and bank charges which are now being allocated to services based on usage.

Decrease in support costs mainly from revenues and benefits section off set by increase in IT and organisation and member development support.

Depreciation has been allowed on 2009/10 capital scheme for hosted solution for credit card payments.

5.16 NATIONAL NON DOMESTIC RATES

Service Description **NNDRC**

The administration and collection of national non-domestic rates

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	1,190	0	20	-20	0	390	1,580
Transfer Payments	25,040	0	380	40	3,220	0	28,680
Support Services	88,030	0	0	0	0	19,110	107,140
TOTAL EXPENDITURE	114,260	0	400	20	3,220	19,500	137,400
Government Grants	-83,630	0	0	0	-280	0	-83,910
Customer & Client Receipts	-5,730	0	-80	80	130	0	-5,600
TOTAL INCOME	-89,360	0	-80	80	-150	0	-89,510
NET	24,900	0	320	100	3,070	19,500	47,890

Comments

Supplies and services increased as a result of bank charges being recharged based on service usage.

Provision for discretionary grants has been increased to reflect actual grants paid in 2008/9 plus inflation.

Increase in support costs mainly from revenues and benefits section

5.17 DISTRICT ELECTIONS

Service Description	DISTC
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The cost of administering elections to the council.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	1,620	0	0	0	0	460	2,080
TOTAL EXPENDITURE	1,620	0	0	0	0	460	2,080
NET	1,620	0	0	0	0	460	2,080

Comments

Increase in support costs mainly from community services.

5.18 REGISTER OF ELECTORS

Service Description	ELECT
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The council has a statutory duty to compile and maintain a register of all those entitled to vote

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	12,690	-120	190	0	-1,000		11,760
Supplies & Services	26,300	0	400	240	2,120	0	29,060
Support Services	29,750	0	0	0	0	2,150	31,900
TOTAL EXPENDITURE	68,740	-120	590	240	1,120	2,150	72,720
Government grants	-790	0	0	0	790	0	0
Customer & Client Receipts	-1,060	0	-20	20	0	0	-1,060
TOTAL INCOME	-1,850	0	-20	20	790	0	-1,060
NET	66,890	-120	570	260	1,910	2,150	71,660

Comments

Reduction in the provision for staff costs associated with obtaining information and preparing the register.

Increase in provision for postage costs as more enquiries being sent by post and above inflationary increase for software maintenance.

Increase in support costs mainly from legal services.

Removal of 2nd instalment of government grant payable in 2009/10.

5.19 EUROPEAN ELECTIONS

Service Description **EUROP**

The cost to the council of administering European elections.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	22,170	0	0	0	0	-19,770	2,400
TOTAL EXPENDITURE	22,170	0	0	0	0	-19,770	2,400
NET	22,170	0	0	0	0	-19,770	2,400

Comments

Decrease in support costs from legal services, which initially reflected the European election in 2009.

5.20 LANCASHIRE COUNTY ELECTIONS

Service Description **LANCS**

The cost to the council of administering the County Council elections.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	22,170	0	0	0	0	-19,770	2,400
TOTAL EXPENDITURE	22,170	0	0	0	0	-19,770	2,400
NET	22,170	0	0	0	0	-19,770	2,400

Comments

Decrease in support costs from legal services, which initially reflected the County Council election in 2009.

5.21 PARISH ELECTIONS

Service Description **PARIS**

The council organises elections on behalf of Parish Councils

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	510	0	0	0	0	490	1,000
TOTAL EXPENDITURE	510	0	0	0	0	490	1,000
NET	510	0	0	0	0	490	1,000

Comments

Increase in support costs from community services

5.22 PARLIAMENTARY ELECTIONS

Service Description **PARLI**

The council is responsible for administering Parliamentary elections in our area.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Support Services	770	0	0	0	0	31,760	32,530
TOTAL EXPENDITURE	770	0	0	0	0	31,760	32,530
NET	770	0	0	0	0	31,760	32,530

Comments

Increase in support costs from legal and financial services to reflect the parliamentary elections due in 2010.

5.23 MAYOR'S ATTENDANT

Service Description

ATTEN

Costs of the mayor's attendant are shown here. These costs are then charged to Civic Functions and the Civic Suite

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	14,310	-170	210	-150	0	0	14,200
Supplies and Services	340	0	0	0	0	0	340
Support Services	4,700	0	0	0	0	290	4,990
TOTAL EXPENDITURE	19,350	-170	210	-150	0	290	19,530
Recharges to other General Fund Services	-19,470	0	0	0	0	-60	-19,530
NET INCOME	-19,470	0	0	0	0	-60	-19,530
NET	-120	-170	210	-150	0	230	0

Comments

Reduction in provision for employers national insurance

Increase in support costs mainly from legal services.

Increase in recharges to other general fund services as a result of increased cost.

5.24 CIVIC FUNCTIONS

Service Description

CIVCF

Costs of all mayoral events and functions are shown here.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	370	0	10	0	-20	0	360
Transport Costs	8,670	0	0	0	0	50	8,720
Supplies and Services	21,240	0	330	-110	0	0	21,460
Support Services	26,920	0	0	0	0	-1,320	25,600
TOTAL EXPENDITURE	57,200	0	340	-110	-20	-1,270	56,140
NET	57,200	0	340	-110	-20	-1,270	56,140

Comments

Reduction in support mainly from legal services.

5.25 COST OF DEMOCRACY

Service Description **COSDM**

This budget includes member allowances, special responsibility allowances, member travel expenses, council meeting expenses and miscellaneous costs relating to members.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	6,560	0	100	-50	1,190	0	7,800
Transport Costs	0	0	0	0	100	0	100
Supplies and Services	207,260	0	3,120	-1,410	450	0	209,420
Support Services	260,410	0	0	0	0	-21,010	239,400
TOTAL EXPENDITURE	474,230	0	3,220	-1,460	1,740	-21,010	456,720
Other Grants and Reimbursements	-20	0	0	0	0	0	-20
TOTAL INCOME	-20	0	0	0	0	0	-20
NET	474,210	0	3,220	-1,460	1,740	-21,010	456,700

Comments

Increase in co-opted members claiming allowance and provision made for co-opted members car allowance payments.

Members freezing allowances in 2009/10.

Decrease in accommodation charge for Civic Suite and also a reduction in support costs from Community, Financial services and Organisation and Member Development

5.26 MAYORAL TRANSPORT

Service Description

MAYCR

All costs associated with the mayor's car are shown here, including the lease of the vehicle, cleaning, servicing, insurance and fuel. Costs for the driver are shown under the Mayor's Attendant heading. All these costs are charged on to Civic Functions.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Transport Costs	8,260	0	120	-90	20	0	8,310
Support Services	410	0	0	0	0	0	410
TOTAL EXPENDITURE	8,670	0	120	-90	20	0	8,720
Miscellaneous Recharges	-8,670	0	0	0	0	-50	-8,720
TOTAL INCOME	-8,670	0	0	0	0	-50	-8,720
NET	0	0	120	-90	20	-50	0

Comments

Inflationary increases only

Increase in recharge to other general fund services as a result of higher costs.

5.27 LICENSING

Service Description

LICSE

The council has a statutory duty to licence premises which serve alcohol or provide regulated entertainment, gambling, and issue personal licenses to individuals. In addition the council licenses hackney and private hire drivers, vehicles and operators.

Link to Ambitions

To make people's lives **safer and healthier**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	20,560	0	300	310	710	0	21,880
Support Services	134,150	0	0	0	0	5,160	139,310
TOTAL EXPENDITURE	154,710	0	300	310	710	5,160	161,190
Customer & Client Receipts	-111,930	0	-1,670	1,670	3,280	0	-108,650
TOTAL INCOME	-111,930	0	-1,670	1,670	3,280	0	-108,650
NET	42,780	0	-1,370	1,980	3,990	5,160	52,540

Comments

Above inflationary increase for software maintenance in addition to a new Lalpac package commencing October 2009.

Increase in support costs from legal services and organisation and member development
Reduction in income from premises licences offset by increase in taxi licence income.

5.28 LAND CHARGES

Service Description

LANDC

The council holds and compiles the register of charges affecting properties, which then forms the basis of the local land charges search

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	6,120	0	90	0	-230	0	5,980
Supplies and Services	14,360	0	210	110	-1,220	0	13,460
Support Services	90,710	0	0	0	0	4,790	95,500
Depreciation & Impairment	1,680	0	0	0	0	0	1,680
TOTAL EXPENDITURE	112,870	0	300	110	-1,450	4,790	116,620
Customer & Client Receipts	-101,320	0	-1,520	1,520	24,380	0	-76,940
TOTAL INCOME	-101,320	0	-1,520	1,520	24,380	0	-76,940
NET	11,550	0	-1,220	1,630	22,930	4,790	39,680

Comments

Reduction in enquiries for searches made to LCC.

Increase in support costs from Community Department and Legal Services.
Reduction in anticipated income from searches.

5.29 GRANTS AND SUBSCRIPTIONS

Service Description

FGSUB

Within this budget are various Grants, Contributions and Subscriptions paid by the Council from this committee. The major payments under this budget are to Citizen's Advice Bureau, Ribble Valley Crossroads, Local Government Association (subscription) and Ribble Valley Strategic Partnership

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	154,180	0	2,310	0	150	0	156,640
Support Services	780	0	0	0	0	300	1,080
TOTAL EXPENDITURE	154,960	0	2,310	0	150	300	157,720
NET	154,960	0	2,310	0	150	300	157,720

Comments

Budget provision established for District councils network subscriptions

Increase in support costs from financial services offset by reduction from development department

5.30 ESTATES

Service Description

ESTAT

The council has many assets which include land and property which are managed in accordance with the council's Asset Management Strategy.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Premises Costs	3,100	0	50	-50	-10	0	3,090
Supplies and Services	570	0	10	10	630	0	1,220
Support Services	27,560	0	0	0	0	-230	27,330
TOTAL EXPENDITURE	31,230	0	60	-40	620	-230	31,640
Customer & Client Receipts	-6,250	0	-90	80	-50	0	-6,310
TOTAL INCOME	-6,250	0	-90	80	-50	0	-6,310
NET	24,980	0	-30	40	570	-230	25,330

Comments

Increase in legal costs associated with valuing assets.
Reduction in support costs mainly from Legal services.

5.31 MEALS ON WHEELS AND LUNCHEON CLUBS

Service Description

VARIOUS CODES

The Women's Royal Voluntary Service (WRVS) have been delivering Meals on Wheels in the Ribble Valley for around forty years for people who are unable to prepare or heat meals on their own. Vegetarian, Halal, Kosher, low salt and any other dietary requirements are catered for with meals available on a regular basis. Not only does the service provide a hot meal, it also keeps a vital, caring eye on the recipients and provides them with regular social contact. On occasions the service has raised the alarm about a person in distress.

The service is provided through commissioning arrangements with private providers and local voluntary groups, and is based on an assessment of an individual's need. People who receive meals are required to contribute towards the cost.

Link to Ambitions

To help make people's lives **safer and healthier**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Transport Costs	3,970	0	60	-50	-650	0	3,330
Supplies and Services	10,950	0	160	-30	0	0	11,080
Third Party Payments	41,550	0	620	160	-2,210	0	40,120
Transfer Payments	1,310	0	20	0	-110	0	1,220
Support Services	5,560	0	0	0	0	-450	5,110
TOTAL EXPENDITURE	63,340	0	860	80	-2,970	-450	60,860
Other Grants and Reimbursements	-21,840	0	-330	330	-1,410	0	-23,250
Customer & Client Receipts	-14,540	0	-220	220	2,690	0	-11,850
TOTAL INCOME	-36,380	0	-550	550	1,280	0	-35,100
NET	26,960	0	310	630	-1,690	-450	25,760

Comments

Less meals being provided.

5.32 POLICY AND FINANCE MISCELLANEOUS

Service Description	FMISC
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Included in this budget are the council's external audit fees and charges for the council's bank accounts. Bank account charges are recharged to services at the end of the financial year.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	530	0	10	0	0	0	540
Premises Costs	900	0	10	-10	0	0	900
Supplies and Services	144,190	0	2,160	-1,720	-5,090	0	139,540
Support Services	12,770	0	0	0	0	-1,470	11,300
Debt Management Expenses	32,680	0	0	0	0	-1,490	31,190
TOTAL EXPENDITURE	191,070	0	2,180	-1,730	-5,090	-2,960	183,470
Customer & Client Receipts	-260	0	0	0	-140	0	-400
Interest	-20	0	0	0	-340	0	-360
Miscellaneous Recharges	-16,920	0	0	0	0	730	-16,190
TOTAL INCOME	-17,200	0	0	0	-480	730	-16,950
NET	173,870	0	2,180	-1,730	-5,570	-2,230	166,520

Comments

Audit fees in 2009/10 were less than anticipated and Audit Commission have announced a freeze on fees for 2010/11. Reduction in support services and debt management expenses as a result of reduced support costs from Financial services. Increase in recharges to other services as a result of increases in bank charges

5.33 LONGRIDGE GRANTS

Service Description	LONGR
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In 2006 the Council announced a £300,000 cash boost for community groups within the district. £100,000 was targeted specifically at Longridge for projects aimed at town enhancement and the well being of residents and visitors.

Link to Ambitions

To **protect and enhance** the existing **environmental quality** of our area.

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Supplies and Services	99,900	0	0	0	-99,900	0	0
TOTAL EXPENDITURE	99,900	0	0	0	-99,900	0	0
NET	99,900	0	0	0	-99,900	0	0

Comments

Budget provision for schemes to be completed in 2009/10.

5.34 SUPERANNUATION DEFICIENCY PAYMENTS

Service Description **SUPDF**

Costs here relate to unfunded pension costs incurred during the financial year

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	5,480	0	80	-80	0	0	5,480
Third Party Payments	123,240	0	1,850	-1,850	-5,510	0	117,730
Support Services	150	0	0	0	0	-20	130
TOTAL EXPENDITURE	128,870	0	1,930	-1,930	-5,510	-20	123,340
NET	128,870	0	1,930	-1,930	-5,510	-20	123,340

Comments

Anticipated freeze in pension costs due to pensions being linked to September retail price index, which was -1.4% in September 2009 compared to 5% in September 2009.

Also reduction in charge from Greater Manchester pension fund due to death of beneficiary.

5.35 CONTACT CENTRE

Staffing of the Contact Centre is as shown below:	2009	2010	Reasons for Changes
Contact Centre Staffing	3.5	3.5	
	3.5	3.5	

Service Description

CONTC

The contact centre provides the council's switchboard function and acts as first point of contact for a range of front line services.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	65,380	-640	960	60	4,090	0	69,850
Transport Costs	540	0	10	-10	-300	0	240
Supplies and Services	1,880	0	20	-20	-1,280	0	600
Third Party Payments	55,210	0	830	-20	-1,100	0	54,920
Support Services	24,500	0	0	0	0	9,640	34,140
TOTAL EXPENDITURE	147,510	-640	1,820	10	1,410	9,640	159,750
NET	147,510	-640	1,820	10	1,410	9,640	159,750

Comments

Increased staff costs as a result of staff joining Superannuation scheme and incremental increases. Decrease in supplies and services mainly due to subscription to North West e-Government Group transferring as a charge against Corporate Services.

Inflationary Increase in the inter authority agreement with LCC for 2008/09 was less than anticipated, resulting in an overprovision in the 2009/10 original estimate.

Increase in support costs mainly from IT section.

5.36 COMPUTER SERVICES

The section consists of staff employed on:	2009	2010	Reasons for Changes
Computer Services	5.0	5.0	
	5.0	5.0	

Service Description	COMPR
<i>The Computer (ICT) Section is responsible for the installation and upkeep of the computer based systems of the council</i>	

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	166,430	-1,620	2,480	0	2,860	0	170,150
Transport Services	4,590	0	70	-60	70	0	4,670
Supplies and Services	114,960	0	1,730	2,490	7,070	0	126,250
Support Services	26,750	0	0	0	0	-180	26,570
Depreciation & Impairment	17,750	0	0	0	0	11,190	28,940
TOTAL EXPENDITURE	330,480	-1,620	4,280	2,430	10,000	11,010	356,580
Recharges to other General Fund Services	-331,300	0	0	0	0	-25,280	-356,580
TOTAL INCOME	-331,300	0	0	0	0	-25,280	-356,580
NET	-820	-1,620	4,280	2,430	10,000	-14,270	0

Comments

Incremental increases in staff salary costs and removal of downgrading of a post as a result of addition responsibility given to post holder.

Above inflationary increases for support maintenance costs and additional support cost for 3d secure and Icon hosted service.

Provision for depreciation increased as a result of replacement servers and printers purchased in the 2009/10 capital programme.

Increased recharges to other general fund services due to increased costs in section.

5.37 FINANCIAL SERVICES

The section consists of staff employed on:	2009	2010	Reasons for Changes
Director and Personal Assistant	2.0	2.0	
Accountancy, Financial Services & Audit	13.5	13.5	
	15.5	15.5	

Service Description FSERV

The Financial Services Section provides the Accountancy and Internal Audit services of the Council. The section crucially is responsible for all matters of financial administration. The section's main tasks are the preparation of budgets, closure of the Council's accounts and also the achievement of the annual internal audit plan.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	563,590	-5,560	8,360	-280	1,340	0	567,450
Premises Costs	110	0	0	0	20	0	130
Transport Services	15,790	0	240	-210	-2,650	0	13,170
Supplies and Services	22,460	0	340	-130	910	0	23,580
Third Party Payments	3,120	0	50	70	-120	0	3,120
Support Services	37,470	0	0	0	0	2,620	40,090
TOTAL EXPENDITURE	642,540	-5,560	8,990	-550	-500	2,620	647,540
Customer & Client Receipts	-1,240	0	-20	0	50	0	-1,210
Recharges to other services	-663,720	0	0	0	0	31,100	-632,620
TOTAL INCOME	-664,960	0	-20	0	50	31,100	-633,830
NET	-22,420	-5,560	8,970	-550	-450	33,720	13,710

Comments

The increase in staff costs is as a result of incremental increases.

Transport costs have been reduced due to differences in the leased costs of vehicles as a result of staff turnover.

Supplies and services costs have increased due to increases in software support costs as a result of purchasing an asset management system.

Support costs have increased mainly as a result of increased accommodation charges from Council Offices and additional use of Civic suite by the section resulting in an increase in the charge. Reduction in recharges to other services due to anticipated savings.

5.38 REVENUES AND BENEFITS

The section consists of staff employed on:	2009	2010	Reasons for Changes
Revenues	16.0	14.0	Removal of two Area Collector posts following decision to cease Mobile/Longridge Office
Benefits	7.5	8.5	New Modern apprentice post
	23.5	22.5	

Service Description	REVUE
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Income and expenditure that relates to both revenues and benefits, which is then recharged to the individual costs centres

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	590,140	-5,670	8,760	-480	16,370	0	609,120
Transport Services	9,600	0	140	-50	850	0	10,540
Supplies and Services	10,210	0	150	-80	-3,920	0	6,360
Support Services	80,230	0	0	0	0	6,780	87,010
TOTAL EXPENDITURE	690,180	-5,670	9,050	-610	13,300	6,780	713,030
Customer & Client Receipts	-32,290	0	-480	480	32,280	0	-10
Recharges to other General Fund Services	-668,620	0	0	0	0	-1,720	-670,340
TOTAL INCOME	-700,910	0	-480	480	32,280	-1,720	-670,350
NET	-10,730	-5,670	8,570	-130	45,580	5,060	42,680

Comments

The increase in staff cost is due to incremental increases and the employment of a modern apprentice in the benefits section.

Supplies and services cost have decreased as a result of procurement saving on the security cash collection service

Support service cost increases are due to bank charges from the general account being charged to the cashiering service. These are then recharged to services based on income collected.

The reduced income is as a result of the end of the service level agreement with Ribble Valley Homes for the cashiering service at the end of March 2010.

Increase in recharges to other services due to additional costs in section.

5.39 CONCESSIONARY TRAVEL

Service Description

CONCS

People aged 60 and over and eligible disabled people in England get free off-peak travel on all local buses anywhere in England. The council, along with all other Lancashire Districts, contributes to a pool to fund the scheme.

Link to Ambitions

To be a **well managed** council providing **efficient services** based on **identified customer needs**

Budget Analysis	Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Transport Services	574,380	0	8,620	-7,910	2,700	0	577,790
Third Party Payments	13,620	0	200	10	1,610	0	15,440
Support Services	9,780	0	0	0	0	3,080	12,860
TOTAL EXPENDITURE	597,780	0	8,820	-7,900	4,310	3,080	606,090
Government Grants	-156,410	0	-2,350	2,350	-4,330	0	-160,740
Customer & Client Receipts	0	0	0	0	-800	0	-800
TOTAL INCOME	-156,410	0	-2,350	2,350	-5,130	0	-161,540
NET	441,370	0	6,470	-5,550	-820	3,080	444,550

Comments

With the implementation of the National concession scheme from 1st April 2008, transport costs were anticipated to rise. In an attempt to smooth the change from charges based on historic data and charges on actual data, all Concessionary travel Authorities in Lancashire agreed to pool costs based on their actual expenditure. These figures reflect the pooling contributions that have been agreed including the latest agreement compromise on any surplus or deficits arising from these contributions.

Third party payments are based on the number of cards on issue for Ribble Valley's residents this cost has been increased to reflect the current number of cards issued.

Increase in support costs mainly from Legal Services.

In 2008/09 the Department for Transport agreed to distribute a special grant to cover the additional cost of improvements in the statutory minimum bus concession to free off-peak local bus travel anywhere in England from April 2008. The increase reflects the final year of the distribution of this grant.

The income reflects the charge made for replacement bus passes, for which we were previously charged

6 SUMMARIES

6.1 The draft budget is summarised in two ways. One over the cost of the service (objective) provided by the committee. The other is over the type of expenditure and income (subjective).

a) *Cost of Services Provided (Objective)*

Cost Centre	Service Name	BUDGET ANALYSIS							LINK TO AMBITIONS			
		Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £	To help make people's lives safer and healthier	To protect and enhance the existing environmental quality of our area	To match the supply of homes in our area with the identified housing needs	To be a well managed council providing efficient services based on identified customer needs
CEXEC	Chief Executives Department	-1,750	-1,690	2,870	-820	-42,930	44,320	0				✓
HRDEV	Human Resources Development	35,320	0	230	-230	0	1,950	37,270				✓
OMDEV	Organisation & Member Development	-2,760	-2,470	4,390	-50	6,460	-5,570	0				✓
LSERV	Legal Services	8,380	-2,460	4,250	20	8,300	-18,490	0				✓
CSERV	Corporate Services	179,150	-1,260	2,100	50	62,690	4,770	247,500				✓
STRAH	Strategic Housing Section	-1,620	-1,570	2,480	-790	-34,910	53,450	17,040			✓	
CORPM	Corporate Management	512,170	0	300	-300	-20,000	-72,890	419,280				✓
EPROC	E Procurement	44,340	0	0	0	0	990	45,330				✓
GOVTE	E Government	41,450	0	270	-270	0	-11,890	29,560				✓
CIVST	Civic Suite	-170	-130	590	-270	-2,600	4,460	1,880				✓
CLOFF	Council Offices	-530	-380	2,480	-380	-2,130	940	0				✓
LRGOF	Longridge Offices	0	0	10	-10	0	580	580				✓
MOBIL	Mobile Office	-10	0	60	-60	0	4,550	4,540				✓

Cost Centre	Service Name	BUDGET ANALYSIS							LINK TO AMBITIONS			
		Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £	To help make people's lives safer and healthier	To protect and enhance the existing environmental quality of our area	To match the supply of homes in our area with the identified housing needs	To be a well managed council providing efficient services based on identified customer needs
EMERG	Community Safety	60,300	0	200	0	0	1,920	62,420	✓			
CLTAX	Council Tax	433,600	0	-380	920	5,490	-33,190	406,440				✓
NNDRC	National Non Domestic Rates	24,900	0	320	100	3,070	19,500	47,890				✓
DISTC	District Elections	1,620	0	0	0	0	460	2,080				✓
ELECT	Register of Electors	66,890	-120	570	260	1,910	2,150	71,660				✓
EUROP	European Elections	22,170	0	0	0	0	-19,770	2,400				✓
LANCS	Lancashire County Elections	22,170	0	0	0	0	-19,770	2,400				✓
PARIS	Parish Elections	510	0	0	0	0	490	1,000				✓
PARLI	Parliamentary Elections	770	0	0	0	0	31,760	32,530				✓
ATTEN	Mayor's Attendant	-120	-170	210	-150	0	230	0				✓
CIVCF	Civic Functions	57,200	0	340	-110	-20	-1,270	56,140				✓
COSDM	Cost of Democracy	474,210	0	3,220	-1,460	1,740	-21,010	456,700				✓
MAYCR	Mayoral Transport	0	0	120	-90	20	-50	0				✓
LICSE	Licensing	42,780	0	-1,370	1,980	3,990	5,160	52,540	✓			
LANDC	Land Charges	11,550	0	-1,220	1,630	22,930	4,790	39,680				✓
FGSUB	Grants and Subscriptions	154,960	0	2,310	0	150	300	157,720				✓
ESTAT	Estates	24,980	0	-30	40	570	-230	25,330				✓

Cost Centre	Service Name	BUDGET ANALYSIS							LINK TO AMBITIONS			
		Original Estimate 2009/10 £	Pay award adjustment £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £	To help make people's lives safer and healthier	To protect and enhance the existing environmental quality of our area	To match the supply of homes in our area with the identified housing needs	To be a well managed council providing efficient services based on identified customer needs
VARIOUS	Meals on Wheels & Luncheon Clubs	26,960	0	310	630	-1,690	-450	25,760	✓			
FMISC	Policy & Finance Miscellaneous	173,870	0	2,180	-1,730	-5,570	-2,230	166,520				✓
LONGR	Longridge grants	99,900	0	0	0	-99,900	0	0		✓		
SUPDF	Superannuation Deficiency Payments	128,870	0	1,930	-1,930	-5,510	-20	123,340				✓
CONTC	Contact Centre	147,510	-640	1,820	10	1,410	9,640	159,750				✓
COMPR	Computers	-820	-1,620	4,280	2,430	10,000	-14,270	0				✓
FSERV	Financial Services	-22,420	-5,560	8,970	-550	-450	33,720	13,710				✓
REVUE	Revenues and Benefits	-10,730	-5,670	8,570	-130	45,580	5,060	42,680				✓
CONCS	Concessionary Travel	441,370	0	6,470	-5,550	-820	3,080	444,550				✓
NET COST OF SERVICES		3,196,970	-23,740	58,850	-6,810	-42,220	13,170	3,196,220				

ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES								
FNBAL H230	Election Fund	19,000	0	290	0	0	0	19,290
CPBAL H259	Longridge Grants Reserve Fund	-94,900	0	0	0	94,900	0	0
CPBAL H322	Risk Management Reserve	-2,810	0	0	0	2,810	0	0
NET BALANCES & RESERVES		-78,710	0	290	0	97,710	0	19,290
NET EXPENDITURE		3,118,260	-23,740	59,140	-6,810	55,490	13,170	3,215,510

b) *Type of Expenditure/Income (Subjective)*

	Original Estimate 2009/10 £	Pay Award Adjustment	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Increase in Service Cost £	Support Services & Capital £	Original Estimate 2010/11 £
Employee Costs	2,471,100	-23,740	36,670	-2,620	3,040	0	2,484,450
Premises Costs	160,400	0	2,390	-880	-6,470	-790	154,650
Transport Costs	669,020	0	9,780	-8,760	-5,020	-7,140	657,880
Supplies and Services	1,067,310	0	14,190	-1,090	-89,300	-10,570	980,540
Third Party	238,180	0	3,570	-1,470	-6,550	0	233,730
Transfer Payments	26,350	0	400	40	3,110	0	29,900
Support Services	2,224,580	0	0	0	0	-71,900	2,152,680
Depreciation & Impairment	101,750	0	0	0	0	5,650	107,400
Debt Management Expenses	32,680	0	0	0	0	-1,490	31,190
TOTAL EXPENDITURE	6,991,370	-23,740	67,000	-14,780	-101,190	-86,240	6,832,420
Government Grants	-240,830	0	-2,350	2,350	-3,820	0	-244,650
Other Grants and Reimbursements	-21,860	0	-330	330	-1,410	0	-23,270
Customer & Client Receipts	-366,550	0	-5,470	5,290	64,540	0	-302,190
Interest	-20	0	0	0	-340	0	-360
Recharges to other General Fund Services	-3,132,360	0	0	0	0	91,540	-3,040,820
Miscellaneous Recharges	-32,780	0	0	0	0	7,870	-24,910
TOTAL INCOME	-3,794,400	0	-8,150	7,970	58,970	99,410	-3,636,200
NET COST OF SERVICES	3,196,970	-23,740	58,850	-6,810	-42,220	13,170	3,196,220
ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES							
FNBAL/H230: Election Fund	19,000	0	290	0	0	0	19,290
CPBAL/H259: Longridge Grants	-94,900	0	0	0	94,900	0	0
CPBAL/H322: Risk Management Reserve	-2,810	0	0	0	2,810	0	0
NET BALANCES & RESERVES	-78,710	0	290	0	97,710	0	19,290
NET EXPENDITURE	3,118,260	-23,740	59,140	-6,810	55,490	13,170	3,215,510

6.2 Net costs for this committee have increased by £97,250. This is largely due to four main factors:

- ❖ Inflationary increases of £28,590 this is mainly the provision for pay awards at 1.5%.
- ❖ Reduced income from land charges of £21,070.
- ❖ Loss of income of £32,280 as a result of end of Service Level Agreement for cashiering for Ribble Valley Homes
- ❖ Changes to support service costs of £13,170.

7 **SERVICE PLANS**

7.1 As you are aware the service plans for all our major services are in the process of being reviewed. As well as describing the service provided they also contain financial information that links to the budget process.

7.2 Service managers are asked, in producing their service plans, to:

- ❖ Identify the cost of the service.
- ❖ Identify any savings or efficiencies
- ❖ Identify any growth items.
- ❖ Identify any opportunities for maximising income.

7.3 For this committee the following service plans are being reviewed.

- ❖ Strategic Housing
- ❖ Corporate Services
- ❖ Financial Services
- ❖ Human Resources
- ❖ Information Technology
- ❖ Legal Services
- ❖ Revenues and Benefits

7.4 As part of the service plan reviews, growth and savings are in the process of being identified. However, savings have been identified as part of the other service reviews that have been undertaken throughout the year and there is an ongoing process to identify further potential savings.

7.5 All identified savings will be considered by the Budget Working Group and the Corporate Management Team in setting an affordable and balanced budget for 2010/11.

7.6 Furthermore, as members may be aware an establishment review has been initiated, with work ongoing. Progress on the review is being reported to the Budget Working Group.

8 FEES AND CHARGES

- 8.1 A review has been undertaken of the fees and charges operated by this committee. Where possible this exercise included a comparison of the charges to those operated by neighbouring authorities and where applicable the private sector. Additionally service managers have been asked to examine their services for any areas where charges are not currently made but where they may be applied.
- 8.2 Officers have endeavoured to provide an increase of at least 1.5% on income and the proposed fees and charges for 2010/11 for this committee are shown at annex 1

9 RECOMMENDED THAT COMMITTEE

- 9.1 Approve the revised revenue budget for 2009/10.
- 9.2 Approve the proposed fees and charges as set out in annex 1.
- 9.3 Agree the revenue budget for 2010/11 to submit to the special Policy and Finance Committee meeting.

SENIOR ACCOUNTANT

PF2-10/TH/AC
18 JANUARY 2010

POLICY AND FINANCE COMMITTEE

DETAILS OF CHARGES OPERATED BY COMMITTEE

LOCAL LAND CHARGES *	Current 2009/10 £	Proposed 2010/11 £
Search Certificate (Imposed by Statute)	12.00	
Part I Enquiries	95.00	
Part II Enquiries	12.00	
Part II (Question 22)	20.00	
Express Service.....	140.00	
Personal (Imposed by Statute)	11.00	

* In view of the Charges for Property Searches Regulations 2008 a separate report will be submitted to this committee before 31 March on the proposed charges for 2010/11

COUNCIL TAX AND NATIONAL NON DOMESTIC RATES	Current 2009/10 £	Proposed 2010/11 £
Issue of Summons (Agreed with Magistrates' Court)	50.00	50.00

MEALS ON WHEELS AND LUNCHEON CLUBS	Current 2009/10 £	Proposed 2010/11 £
Meals on Wheels charge per meal	1.50	1.50
Luncheon Club charge per meal	1.50	1.50

CIVIC SUITE **	Current 2009/10 £	Proposed 2010/11 £
COMMITTEE ROOMS 1 AND 2		
Non Profit Making Organisations - Session (09.00 - 13.00 or 13.00 – 18.00).....	18.00	18.25
- All Day	35.00	35.60
Commercial Organisations - Session (09.00 - 13.00 or 13.00 – 18.00).....	45.50	46.20
- All Day	68.00	69.00
COUNCIL CHAMBER		
Non Profit Making Organisations - Session (09.00 - 13.00 or 13.00 – 18.00).....	35.00	35.55
- All Day	68.00	69.00
Commercial Organisations - Session (09.00 - 13.00 or 13.00 – 18.00).....	68.00	69.00
- All Day	113.00	114.70

** All organisations to be charged