

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO POLICY AND FINANCE COMMITTEE

DECISION

Agenda Item No 7

meeting date: 24 JANUARY 2012
title: REVISED REVENUE BUDGET 2011/12 AND ORIGINAL ESTIMATE 2012/13
submitted by: DIRECTOR OF RESOURCES
principal author: TRUDY HOLDERNESS

1 PURPOSE

- 1.1 To agree a revised revenue budget for 2011/12, together with a draft revenue budget for 2012/13, for submission to Policy and Finance Committee.

2 BACKGROUND

- 2.1 The grant settlement for the next financial year was published on the 8 December 2011. This **confirmed** our formula grant for 2012/13 will be £2.902m which includes the second year of council tax freeze grant of £78,660. This is a reduction of 12.8% from that received for the 2011/12 financial year.
- 2.3 The two year settlement announcement last year was notably worse than had been anticipated for this council. The Government awarded 'transitional grant' to those authorities previously in receipt of Area Based Grant and other funding including Working Neighbourhoods Fund monies. However, as we did not receive such funding we are not entitled to this transition grant
- 2.4 This confirmed the need for the Council to identify substantial savings in its base budget. The management structure review in 2010/11 resulted in substantial savings, which greatly eased the financial position in which the council found itself for 2011/12 onwards.
- 2.5 Further substantial savings of over £600,000 were needed in order to achieve an affordable budget for 2012/13 onwards. A detailed review was been completed of all council services and on 22 November 2011 Policy and Finance Committee considered and approved a package of savings totalling around £645,000..
- 2.6 The proposed budget **within this report** for the next financial year 2012/13 represents the base budget for this committee **taking into account** the service review savings proposals that were approved at Policy and Finance Committee.

3 REVIEW OF 2011/12 REVENUE BUDGET

- 3.1 When the budget was prepared for the current year provision was made for increases in prices of 3%. A small allowance was included for a pay award for those earning below £21,000. However, no pay increase was awarded for 2011/12.
- 3.2 The revised budget is **£48,590** lower than the original estimate. This is increased to **£242,240** lower than the original estimate after allowing for transfers to and from earmarked reserves. A comparison between the original and revised budgets for each cost centre is shown below.

Cost Centre	Cost Centre Name	Original Estimate 2011/12 £	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Revised Estimate 2011/12 £
CEXEC	Chief Executives Department	3,790	-72,100	-10	68,320	0	0
OMDEV	Organisation & Member Development	-1,650	-39,690	0	41,340	0	0
CSERV	Corporate Services	206,510	1,800	0	-25,580	0	182,730
CORPM	Corporate Management	289,010	0	0	-4,520	0	284,490
CIVST	Civic Suite	-710	-3,580	-720	6,360	-1,350	0
CLOFF	Council Offices	140	-4,590	-10	15,150	-10,690	0
EMERG	Community Safety	55,810	0	0	8,480	0	64,290
CLTAX	Council Tax	379,240	-7,370	0	-46,070	0	325,800
NNDRC	National Non Domestic Rates	35,290	-1,060	-2,870	-2,830	0	28,530
BYELE	District By Election	0	4,730	0	0	0	4,730
DISTC	District Elections	16,910	125,980	-67,140	9,820	0	85,570
ELECT	Register of Electors	75,380	-4,090	0	-2,100	0	69,190
EUROP	European Elections	30	0	0	-30	0	0
LANCS	Lancashire County Elections	10	0	0	-10	0	0
PARIS	Parish Elections	1,050	0	0	-940	0	110
PARLI	Parliamentary Elections	19,550	7,400	-7,400	-12,110	0	7,440
ATTEN	Mayor's Attendant	0	-1,590	0	1,590	0	0
CIVCF	Civic Functions	56,440	540	-580	-1,370	0	55,030
COSDM	Cost of Democracy	418,850	-6,090	0	-9,480	0	403,280
MAYCR	Mayoral Transport	0	300	0	-300	0	0
LICSE	Licensing	52,570	550	-8,970	-11,670	0	32,480
LANDC	Land Charges	43,000	-5,220	3,000	-3,520	0	37,260
FGSUB	Grants and Subscriptions	152,010	-280	0	10	0	151,740
ESTAT	Estates	17,680	2,500	-9,300	-550	0	10,330
VARIOUS	Meals on Wheels & Luncheon Clubs	26,240	-9,590	3,950	-50	0	20,550
FMISC	Policy & Finance Miscellaneous	161,250	-15,060	-12,610	-650	0	132,930
PERFM	Performance Reward Grants	52,690	145,240	0	0	0	197,930
SUPDF	Superannuation Deficiency Payments	122,120	-3,270	0	-10	0	118,840
COMPR	Computers	590	-28,140	0	29,610	-2,060	0
FSERV	Financial Services	2,230	-9,830	50	7,550	0	0
LSERV	Legal Services	-1,900	-4,770	-5,030	11,700	0	0
CONTC	Contact Centre	170,010	9,550	0	-10,250	0	169,310
REVUE	Revenues and Benefits	-4,020	-56,230	0	60,250	0	0

Cost Centre	Cost Centre Name	Original Estimate 2011/12 £	Movement in Expenditure £	Movement in Income £	Movement in Support Services £	Movement in Capital Costs £	Revised Estimate 2011/12 £
CONCS	Concessionary Travel	51,190	-46,590	0	310	0	4,910
ALBNM	Albion Mill	-3,060	0	1,630	220	0	-1,210
INDDV	Economic Development	109,610	-12,150	0	-24,450	0	73,010
NET COST OF SERVICES		2,507,860	-32,700	-106,010	104,220	-14,100	2,459,270
ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES							
FNBAL H230	Election Fund	19,870	0	-63,570	0	0	-43,700
FNBAL H277	Estates Reserve Fund	0	0	-2,500	0	0	-2,500
FNBAL H262	IT Reserve	0	9,000	0	0	0	9,000
FNBAL H263	Government Connect	-4,520	0	-720	0	0	-5,240
CPBAL H330	Revenue contribution to capital	0	9,380	0	0	0	9,380
FNBAL	Valuation of assets Reserve	2,000	0	0	0	0	2,000
FNBAL H326	Performance Reward Grants Reserve	-52,690	0	-145,240	0	0	-197,930
NET BALANCES AND RESERVES		-35,340	18,380	-212,030	0	0	-228,990
NET EXPENDITURE		2,472,520	-14,320	-318,040	104,220	-14,100	2,230,280

3.3 The difference between the revised and original estimate is an estimated decrease in net spending of **£242,240**. The main reasons for this are identified below:

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Chief Executive					
Reduced employee costs and transports costs due to freeze on recruitment on vacant posts in environmental health and building control sections, reduced hours being worked by housing strategy officer and no maternity cover in regeneration section	-60,070				
Reduced tuition fees, purchase of equipment and materials, protective clothing and conference expenses due to freeze on non essential expenditure	-7,800				
Reduction in insurance costs recharged to service	-4,450				
Increase in support costs recharged from financial services and computer services offset by reduction in costs from organisation and member development and accommodation charge. This is due to changes in cost allocation of these services			5,880		
The decrease in net expenditure is reflected in reduced recharges to other services			62,440		
Total Chief Executive					-4,000
Organisation & Member Development					
Reduced employee costs due to freeze on recruitment of vacant administration assistant and assistant corporate policy officer posts. Also reduced hours being worked by principal communication officer	-32,110				

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Reduced tuition fees, corporate training, printing and stationery and postages, due to freeze on non essential expenditure	-6,880				
Increase in support costs mainly from Financial services and legal services due to changes in cost allocation of these services			18,960		
The decrease in net expenditure is reflected in reduced recharges to other services			22,490		
Total Organisation and Member Development					2,460
Corporate Services					
Increase in promotional activities provision following the virement of resources from tourism to fund the management and promotion of the Ribble Valley food trail	2,000				
Reduced support costs mainly from organisation and member development, financial services and computer services due to reduction in staffing levels and changes to cost allocation of service			-25,560		
Total Corporate Services					-23,560
Corporate Management					
Reduced support costs mainly from financial services. This is offset by increase in support cost from chief executive due to changes in cost allocation of these services			-4,520		
Total Corporate Management					-4,520

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Civic Suite					
Reduced employee costs due to staff not joining superannuation scheme and reduction in overtime provision	-1,550				
Reduced repair & maintenance provision due to virement of resources to Salthill depot to fund health & safety work	-2,000				
Increase in support costs mainly from chief executives and community services due to changes in costs allocation of these services			2,100		
The decrease in net expenditure is reflected in reduced recharges to other services			4,260		
Reduced capital costs mainly due to depreciation on land element included in original estimate				-1,350	
Total Civic Suite					1,460
Council Offices					
Reduced employee related expenses due to vacant posts and provision for pay award included in original estimate	-2,630				
Reduced repair & maintenance provision due to virement of resources to Salthill depot to fund health & safety work	-2,000				
Increase in support costs mainly from community services and organisation and member development due to changes in costs allocation of these services			3,690		
The decrease in net expenditure is reflected in reduced recharges to other services			11,460		
Reduced capital costs mainly due to depreciation on land element included in original estimate				-10,690	
Total Council Offices					-170

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Community Safety					
Increase in support costs mainly from chief executives and computer services due to changes in the allocation of costs from these services			8,480		
Total Community Safety					8,480
Council Tax					
Reduced purchase of equipment, bailiff fees, warrant fees, all pay costs, statutory notices and court costs partly due to freeze on non essential expenditure	-7,370				
Reduction in support costs mainly from revenues service and computer services due to reduction in staffing levels. This is partly offset by increase in support cost from Financial services and organisation and member development due to changes in cost allocations of these services			-46,070		
Total Council Tax					-53,440
National Non Domestic Rates					
Increase in software maintenance as a result of extension of small business rate relief, funded by government grant	1,000	-2,000			
Reduced discretionary grants, mainly as a result of small business rate relief	-1,370				
Reduction in support costs mainly from revenues service and computer services due to reduction in staffing levels. This is partly offset by increase in support cost from Financial services due to changes in cost allocations of these services.			-2,830		
Total National Non Domestic Rates					-5,200

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
District Elections					
Cost of district and parish elections and also the referendum on the voting system held in May 2011 offset by recharge to Ministry of Justice. The balance is to be funded from earmarked reserves.	125,980	-67,140			
Increase in support costs mainly from legal services offset by reduction in support from community services due to changes in cost allocation of these services			9,820		
Total District Elections					68,660
District By Election					
Cost of district-by-election held in November 2011, funded from earmarked reserve.	4,730				
Total District By Election					4,730
Register of Electors					
Reduction in software support included as a cost of the referendum recharged to the Ministry of Justice.	-4,000				
Reduction in support costs from legal services and financial services due to changes in cost allocations of these services			-2,100		
Total Register of Electors					-6,100
Parliamentary Elections					
Adjustment to 2010 Parliamentary claim	7,400	-7,400			
Reduction in support costs mainly from legal services due to changes in cost allocations of these services			-12,110		
Total Parliamentary Elections					-12,110

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Cost of Democracy					
Largely due to the reduction in members allowances. This is as a result of the increase being deferred until April 2012.	-6,090				
Reduction in support costs from organisation and member development, financial services, legal services and community services due to changes in cost allocations of these services and also reduction in accommodation charge from council offices and civic suite due to reduced costs.			-9,480		
Total Cost of Democracy					-15,570
Licensing					
Increase in cost of criminal record checks, partly offset by additional income	3,300	-3,300			
Reduced provision for purchases of plaques	-2,240				
Additional income from premises and taxi licenses		-4,700			
Reduced support costs mainly from legal services and chief executives due to changes in cost allocations from these services			-11,670		
Total Licensing					-18,610
Land Charges					
Reduce software maintenance budget, in order to finance capital purchase of new system	-3,450				
Reduced support costs mainly from legal services and community offset by an increase from financial services due to changes in cost allocations from these services			-3,520		
Reduced income from searches		3,000			
Total Land Charges					-3,970

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Estates					
Increase in repair of maintenance provision for repairing wall at Littlemoor road, funds set aside in an earmarked reserve	2,500				
Increase in rent from Longridge youth club and sale of freehold land		-9,300			
Total Estates					-6,800
Meal on Wheels / Luncheon Clubs					
Reduction in cost of catering concession offset by increase in transport costs, equipment and materials and cost of meals	-9,860				
Reduction in grant from LCC due to reduced cost of service		3,070			
Total Meals on Wheels/Luncheon Clubs					-6,790
Policy and Finance miscellaneous expenses					
Rebate on external audit fees and reduced planned grant audit fee	-12,560				
Reduced bank charges due to changes in banking operations	-2,500				
Increase in income from administration of 2nd tranche of performance reward grants		-12,680			
Total Policy and Finance Miscellaneous Expenses					-27,740
Performance reward grants					
Increase of schemes anticipated to be completed by March 2012 and cost of administration of 2nd tranche of funding received from LCC, expenditure to be funded from earmarked reserve.	145,240				
Total performance reward grants					145,240

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Superannuation Deficiency Payment					
Reduction in beneficiaries	-3,270				
Total Superannuation Deficiency Payment					-3,270
Computer Services					
Reduced employee costs due to freeze on recruitment of computer administrator post	-17,390				
Reduction in tuition fees, purchase of equipment and materials, hardware and software maintenance due to freeze on non essential expenditure	-11,470				
The decrease in net expenditure is reflected in reduced recharges to other services			29,800		
Reduction in depreciation as purchase of upgrade to financial ledger system becomes fully depreciated				-2,060	
Total Computer Services					-1,120
Financial Services					
Increase in employee costs provision for staff turnover offset by vacant post	2,020				
Reduction in tuition costs, car allowances, rail fares, purchase of equipment and materials, printing and stationery and conference expenses due to freeze on non essential expenditure	-9,210				
Reduction in insurance costs recharged to service	-1,360				
The decrease in net expenditure is reflected in reduced recharges to other services			7,660		
Total Financial Services					-890

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Legal Services					
Increase in employee costs due to provision for staff turnover offset by staff leaving superannuation scheme	1,790				
Reduction in tuition costs, purchase of equipment and materials, printing and stationery postages and statutory notices due to freeze on non essential expenditure	-3,870				
Reduced provision for Legal books set aside as a revenue contribution towards the capital cost of new land charges system	-5,930				
Increase in legal costs offset by additional income from legal fees and administration charge	4,500	-5,030			
Increase in support costs mainly from Computer services offset by reduced accommodation costs			3,880		
The decrease in net expenditure is reflected in reduced recharges to other services			7,890		
Total Legal Services					3,230
Contact Centre					
Reduced employee expenses by the removal of the pay award provision included in the original estimate and the removal of temporary cover provision	-3,750				
increase in software maintenance costs from new CRM system	13,800				
Reduction in support costs mainly from computer services due to changes in cost allocation of this service			-10,230		
Total Legal Services					-180

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Revenue Services					
Reduced employee expenses due to vacant clerical assistant, recovery assistant and benefits assistant posts and freeze on recruitment.	-54,820				
Reduced tuition fees due to freeze on non essential expenditure	-1,000				
Reduction in support costs mainly from financial services and organisation and member development due to changes in cost allocation of these services and also reduced accommodation charge			-5,540		
The decrease in net expenditure is reflected in reduced recharges to other services			66,650		
Total Revenue Services					5,290
Concessionary Travel					
Reduced concessionary travel cost due to responsibility for service transferring to LCC	-46,590				
Total Concessionary Travel					-46,590
Economic Development					
Reduction in subscription as a result of termination in subscription paid to PLACE	-5,150				
Reduction in subscription as a result of a contribution to sustainability appraisal as approved by Planning Committee on 16 June 2011	-5,000				
Reduction in promotional activities as a result of a freeze on non essential expenditure	-2,000				
Reduction in support costs from ground maintenance, fewer hours being charged for the upkeep of industrial sites and also a reduction in support costs from chief executive's mainly due to reduction in staffing levels			-24,340		
Total Economic Development					-36,490
Other	-7,220	-530	-3,270		-11,020
Sub-Total	-32,700	-107,640	104,220	-14,100	-48,590

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
RESERVES					
Election reserve - funding for May 2011 election and November by-election		-63,570			-63,570
Estates - Funding set aside for repairing wall at Littlemoor road		-2,500			-2,500
Revenue contribution towards capital funded from reduced legal reference books and Land Charges software maintenance	9,380				9,380
Computer equipment - funds set aside to fund future purchase of equipment	9,000				9,000
Government Connect - full use of earmarked reserve		-720			-720
Performance reward grants - funding for schemes anticipated to be completed by March 2012 and administration charge		-145,240			-145,240
Total	-14,320	-318,040	104,220	-14,100	-242,240

4 2012/13 DRAFT REVENUE BUDGET

- 4.1 The three year forecast to Policy and Finance Committee in September highlighted the need for savings in the region of £600,000 in the 2012/13 financial year. There is continuing uncertainty surrounding the level of financial support the council will receive from the Government in future financial years, particularly following consultation papers on proposals to replace the current formula grant funding with an alternative based on the retention of business rates.
- 4.2 Due to this uncertainty, the three year forecast assumed a freeze on Government funding. Following the grant settlement in December, an updated budget forecast estimated the amount of savings needed for 2012/13 as £635,000. These figures will be updated further as detailed estimates are agreed by committees.
- 4.3 In addition, as always, there are a number of potential problems that will have a significant impact on the budget for 2012/13 and beyond. The immediate ones are:
- ❖ Future public sector funding
 - ❖ The continuing effect of the economic downturn on service income levels
 - ❖ The level of investment income received
- 4.4 As far as your budget is concerned, as stated earlier, the estimates have been prepared after allowing for savings from the service review savings package agreed at Policy and Finance Committee on 22 November 2011 and include provision for price increases of 2.5%. No allowance has been made for pay increases. Where possible budgets have been cash limited.
- 4.5 Whilst savings have been identified and incorporated into the base budget members are asked to consider any further potential areas for savings which they may be able to identify. These will be put forward for consideration by the Budget Working Group, be they for the 2012/13 budget or as proposals for any future years.

5 COMMITTEE SERVICE ESTIMATES

5.1 CHIEF EXECUTIVE'S DEPARTMENT

Service Description							CEXEC
<p>The Chief Executive's Department comprises three service units: Regeneration and Housing, Legal and Democratic Services and Environmental Health. Regeneration and Housing section is responsible for providing support for regeneration in the area, community safety, planning policy and providing the council mandatory housing functions. Legal and Democratic services provide the council with advice on legal issues and support to the democratic process, it also has responsibility for the Committee Services section, which prepares and distributes agendas, and offers support to the Borough Mayor. The costs for staffing for this section are shown in a separate paragraph 5.31. Environmental Health provides commercial and domestic environmental health support and also the building control function within the area.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	981,290	24,540	-24,330	13,800	0	-32,110	963,190
Premises Related	510	10	0	0	0	-520	0
Transport Related	30,220	750	-680	160	0	-1,710	28,740
Supplies and Services	25,200	630	-190	790	0	-1,540	24,890
Support Services	143,730	0	0	0	12,920	0	156,650
Total Expenditure	1,180,950	25,930	-25,200	14,750	12,920	-35,880	1,173,470
Customer and Client Receipts	-20	0	0	0	0	0	-20
Departmental Recharges	-1,177,140	0	0	0	3,690	0	-1,173,450
Total Income	-1,177,160	0	0	0	3,690	0	-1,173,470
NET	3,790	25,930	-25,200	14,750	16,610	-35,880	0
Comments							
<p>The unavoidable increase in employee related expenses is due to incremental increases in pay and an increase in the rate of employer's Superannuation contributions.</p> <p>The unavoidable increase in supplies and services is due to subscriptions paid to the North West Housing Consortium. This is being funded by a reduction in warrant fee provision found in paragraph 5.8 of this report.</p> <p>There has been an increase in support costs from financial and computer services and a reduction from organisation and member development. This is due to changes in staff time allocated to the service and a review of the allocation of costs of the computer section.</p> <p>The service review savings are from a reduction in hours of three posts, deletion from the establishment of a post in building surveyors, an extension to a fixed term post in planning and also reduction in insurance and security phone charges.</p> <p>The net effects of these changes are reflected in a reduction in the recharges to other departments.</p>							

5.2 ORGANISATION AND MEMBER DEVELOPMENT

Service Description							OMDEV
<p><i>This budget covers human resources, central administration functions and corporate services. Human resources provide the personnel function and organisation wide training. The central administration function provides level B reception, typing and corporate printing. Corporate services provide advice and services including health and safety issues, strategic planning, performance management, policy development and review, consultation and communications.</i></p>							
Link to Ambitions							
To help make peoples' lives safer and healthier							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	375,540	9,390	-9,370	-2,430		-35,960	337,170
Transport Related	6,190	150	-140	-520		270	5,950
Supplies and Services	42,200	1,020	-480	-280	-100	-360	42,000
Support Services	53,680	0	0	0	23,110	0	76,790
Depreciation and Impairment	4,630	0	0	0	0	0	4,630
Total Expenditure	482,240	10,560	-9,990	-3,230	23,010	-36,050	466,540
Customer and Client Receipts	-3,780	-90	90	0	0	0	-3,780
Departmental Recharges	-480,110	0	0	0	17,350	0	-462,760
Total Income	-483,890	-90	90	0	17,350	0	-466,540
NET	-1,650	10,470	-9,900	-3,230	40,360	-36,050	0
Comments							
<p>The increase in employee related expenses is due to incremental increases in pay and an increase in the rate of employer's superannuation contributions offset by reduction from the deletion of modern apprentice post.</p> <p>There has been an increase in support costs from financial and legal services. This is due to changes in staff time allocated to the service.</p> <p>The service review savings are from a reduction in hours of one post, deletion from the establishment of a post in corporate services section, a part time post in typing, and reductions in insurance and security phone charges.</p>							

5.3 CORPORATE SERVICES

Service Description							CSERV
<p><i>A small team (within the Resources Department) providing corporate support, advice and services including health and safety issues, strategic planning, performance management, policy development and review, consultation and communications. As a result of the restructuring of senior management costs associated with the staffing of this section have been transferred to the Organisation & Member Development section see shown at paragraph 5.2</i></p>							
Link to Ambitions							
To help make peoples' lives safer and healthier							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Supplies and Services	24,420	730	-520	-200	0	0	24,430
Support Services	183,240	0	0	0	-20,670	0	162,570
Total Expenditure	207,660	730	-520	-200	-20,670	0	187,000
Customer and Client Receipts	-1,150	-30	30	0	0	0	-1,150
Total Income	-1,150	-30	30	0	0	0	-1,150
NET	206,510	700	-490	-200	-20,670	0	185,850
Comments							
<p>The changes to supplies and services are as a result of an inflation increase on subscription offset by a reduction in the provision for refreshments.</p> <p>The changes in support costs is mainly due to changes in staffing levels in the organisation & member development section as a result of service review savings.</p>							

5.4 CORPORATE MANAGEMENT

Service Description							CORPM
<p><i>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.</i></p> <p><i>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.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services	289,010	0	0	0	9,030	0	298,040
Total Expenditure	289,010	0	0	0	9,030	0	298,040
NET	289,010	0	0	0	9,030	0	298,040
Comments							
The unavoidable changes in support costs are mainly as a result of increases in support costs from chief executive and a decrease in support costs from financial services this is mainly due to incremental pay awards and changes in staff time allocated to the service.							

5.5 CIVIC SUITE

Service Description							CIVST
<p>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.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	11,230	270	-260	-620	0	0	10,620
Premises Related	24,690	620	190	190	0	-50	25,640
Supplies and Services	2,010	60	-60	-250	0	0	1,760
Support Services	20,480	0	0	0	2,780	0	23,260
Depreciation and Impairment	14,980	0	0	0	-1,350	0	13,630
Total Expenditure	73,390	950	-130	-680	1,430	-50	74,910
Customer and Client Receipts	-4,780	-120	0	90	0	0	-4,810
Departmental Recharges	-69,320	0	0	0	-780	0	-70,100
Total Income	-74,100	-120	0	90	-780	0	-74,910
NET	-710	830	-130	-590	650	-50	0
Comments							
<p>The changes in employee related expenses are due to incremental increases offset by staff not joining superannuation scheme.</p> <p>Increase in support costs from community services and chief executives due to changes in staff time allocated to the service.</p> <p>Depreciation costs have been reduced following the removal of land element included in original depreciation charge.</p> <p>The service review savings are due to a reduction in insurance costs.</p>							

5.6 COUNCIL OFFICES

Service Description							CLOFF
<p><i>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.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	40,410	1,000	-1,000	-1,580	0	0	38,830
Premises Related	132,010	3,250	3,400	1,530	50	340	140,580
Supplies and Services	8,870	220	-220	50	0	-150	8,770
Third Party Payments	1,290	30	-30	-350	0	0	940
Support Services	46,160	0	0	0	4,250	0	50,410
Depreciation and Impairment	44,870	0	0	0	-10,690	0	34,180
Total Expenditure	273,610	4,500	2,150	-350	-6,390	190	273,710
Customer and Client Receipts	-9,710	-250	250	90	0	0	-9,620
Departmental Recharges	-263,760	0	0	0	-330	0	-264,090
Total Income	-273,470	-250	250	90	-330	0	-273,710
NET	140	4,250	2,400	-260	-6,720	190	0
Comments							
<p>Employee related expenses have been reduced by the pay award provision made in the 2011 original estimate.</p> <p>The provision for gas and electricity within premises expenses have been increase by an above inflationary increase. There has also been an increase in gas usage levels, offset by reduced electricity usage.</p> <p>Increase in support costs from community services and organisation & member development due to changes in staff time allocated to the service.</p> <p>Depreciation costs have been reduced following the removal of land element included in original depreciation charge</p> <p>The service review changes are due to an increase in insurance costs and reduction in security phone costs.</p> <p>The net effects of these changes are reflected in an increase in the recharges to other departments</p>							

5.7 COMMUNITY SAFETY

Service Description							EMERG
<p>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 risks.</p>							
Link to Ambitions							
<p>To help make people's lives safer and healthier</p>							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Supplies and Services	14,440	340	-280	0	70	-5,000	9,570
Support Services	41,370	0	0	0	9,060	0	50,430
Total Expenditure	55,810	340	-280	0	9,130	-5,000	60,000
NET	55,810	340	-280	0	9,130	-5,000	60,000
Comments							
<p>The movement in supplies and services costs is due to an inflationary increase on telephone and subscription costs and also an increase in the recharge of two-way radio costs. These slight increases are offset by a reduction in the equipment budget, which was part of the service review savings.</p> <p>The increase in support costs from Computer services and chief executives is due to a reassessment of the number of pc's charged to the service and changes in staff time allocated to the service.</p>							

5.8 COUNCIL TAX

Service Description							CLTAX
<i>The administration and collection of council tax</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Supplies and Services	57,100	1,260	-440	-490	-350	-280	56,800
Support Services	392,970	0	0	0	-57,070	0	335,900
Depreciation and Impairment	8,110	0	0	0	0	0	8,110
Total Expenditure	458,180	1,260	-440	-490	-57,420	-280	400,810
Government Grants	-820	-20	0	0	0	0	-840
Customer and Client Receipts	-78,120	-1,950	1,950	-680	0	0	-78,800
Total Income	-78,940	-1,970	1,950	-680	0	0	-79,640
NET	379,240	-710	1,510	-1,170	-57,420	-280	321,170
Comments							
<p>The movement in supplies and services costs is due to an inflationary increase on postages, legal fees, bailiff fees, tracing fees, all pay costs, statutory notices and security phones off set by a reduction in warrant fees provision</p> <p>The reduction in support cost is mainly from the revenues section as a result of service review savings.</p>							

5.9 NATIONAL NON DOMESTIC RATES

Service Description							NNDRC
<i>The administration and collection of national non-domestic rates</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Supplies and Services	1,960	30	-10	-240	-80		1,660
Transfer Payments	24,670	620	-40	-1,370			23,880
Support Services	100,940				-1,960		98,980
Total Expenditure	127,570	650	-50	-1,610	-2,040	0	124,520
Government Grants	-84,200			-860			-85,060
Other Grants and Contributions	-50						-50
Customer and Client Receipts	-8,030	-200		110			-8,120
Total Income	-92,280	-200	0	-750	0	0	-93,230
NET	35,290	450	-50	-2,360	-2,040	0	31,290
Comments							
<p>There has been a reduction in supplies and service cost due to the removal of the provision for all pay charges and also a reduction in bank charges.</p> <p>Transfer payments have been reduced due to changes in small business rate relief.</p> <p>The reduction in support costs are mainly due to changes in staff time allocations within financial services section.</p>							

5.10 DISTRICT ELECTIONS

Service Description							DISTC
<i>The cost of administering elections to the council.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services	16,910				-5,370		11,540
Total Expenditure	16,910	0	0	0	-5,370	0	11,540
NET	16,910	0	0	0	-5,370	0	11,540
Comments							
Reduction in support costs mainly from financial services in anticipation that there will be a Police Commissioner Election in 2012							

5.11 REGISTER OF ELECTORS

Service Description							ELECT
<i>The council has a statutory duty to compile and maintain a register of all those entitled to vote</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	11,570	290	-290	0			11,570
Supplies and Services	31,890	790	-410	-90			32,180
Support Services	33,080	0	0	0	-5,730		27,350
Total Expenditure	76,540	1,080	-700	-90	-5,730	0	71,100
Customer and Client Receipts	-1,160	-30					-1,190
Total Income	-1,160	-30	0	0	0	0	-1,190
NET	75,380	1,050	-700	-90	-5,730	0	69,910
Comments							
Supplies and services costs have been increased by an inflationary increase on printing and stationery and software support.							
Reduction in support costs from legal services and financial services largely as a result of service review savings.							

5.12 EUROPEAN ELECTIONS

Service Description							EUROP
<i>The cost to the council of administering European elections.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services	30				-30		0
Total Expenditure	30	0	0	0	-30	0	0
NET	30	0	0	0	-30	0	0
Comments							
There are no major changes to report							

5.13 LANCASHIRE COUNTY ELECTIONS

Service Description							LANCS
<i>The cost to the council of administering the County Council elections.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services	10				-10		0
Total Expenditure	10	0	0	0	-10	0	0
NET	10	0	0	0	-10	0	0
Comments							
There are no major changes to report							

5.14 PARISH ELECTIONS

Service Description							PARIS
<i>The council organises elections on behalf of Parish Councils</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services	1,050				-1,050		0
Total Expenditure	1,050	0	0	0	-1,050	0	0
NET	1,050	0	0	0	-1,050	0	0
Comments							
There are no major changes to report							

5.15 PARLIAMENTARY ELECTIONS

Service Description							PARLI
<i>The council is responsible for administering Parliamentary elections in our area.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services	19,550				-19,540		10
Total Expenditure	19,550	0	0	0	-19,540	0	10
NET	19,550	0	0	0	-19,540	0	10
Comments							
Reduction in support costs mainly from financial services and legal services in anticipation that there will be a Police Commissioner Election in 2012.							

5.16 POLICE ELECTIONS

Service Description							POLCE
<i>The council is responsible for administering Police elections in our area.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Support Services					20,870		20,870
Total Expenditure	0	0	0	0	20,870	0	20,870
NET	0	0	0	0	20,870	0	20,870
Comments							
Increase in support costs mainly from financial services and legal services in anticipation that there will be a Police Commissioner Election in 2012							

5.17 MAYOR'S ATTENDANT

Service Description							ATTEN
<i>Costs of the mayor's attendant are shown here. These costs are then charged to Civic Functions and the Civic Suite</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	14,100	350	-350	-340	0	0	13,760
Supplies and Services	340	10	-10	0	0	20	360
Support Services	4,680	0	0	0	40	0	4,720
Total Expenditure	19,120	360	-360	-340	40	20	18,840
Departmental Recharges	-19,120	0	0	0	280	0	-18,840
Total Income	-19,120	0	0	0	280	0	-18,840
NET	0	360	-360	-340	320	20	0
Comments							
Employee related expenses have been reduced by the pay award provision made in the original estimate, which is then reflected in recharges to other services.							
The service review savings relate to reduction in security phone costs.							

5.18 CIVIC FUNCTIONS

Service Description							CIVCF
<i>Costs of all mayoral events and functions are shown here.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Premises Related	370	10				-50	330
Transport Related	8,720				570		9,290
Supplies and Services	21,710	550	-330				21,930
Support Services	25,640				-140		25,500
Total Expenditure	56,440	560	-330	0	430	-50	57,050
NET	56,440	560	-330	0	430	-50	57,050
Comments							
The service review savings relate to premises insurance.							
Supplies and service costs have increased by an inflationary increase in the mayor and deputy mayoral allowances.							
The increase in support cost is mainly due to the decrease in the recharge of mayor's attendant costs.							

5.19 COST OF DEMOCRACY

Service Description							COSDM
<i>This budget includes member allowances, special responsibility allowances, member travel expenses, council meeting expenses and miscellaneous costs relating to members.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	7,180	180	-10	-320			7,030
Transport Related	100						100
Supplies and Services	211,230	5,280	230	820		-560	217,000
Support Services	200,360				60		200,420
Total Expenditure	418,870	5,460	220	500	60	-560	424,550
Other Grants and Contributions	-20						-20
Total Income	-20	0	0	0	0	0	-20
NET	418,850	5,460	220	500	60	-560	424,530
Comments							
<p>There has been a slight reduction in members' national insurance payments due to changes in NI bandings.</p> <p>Supplies and services costs have been increased by an inflationary increase in members' allowances.</p> <p>The service review savings relate to security phones.</p>							

5.20 MAYORAL TRANSPORT

Service Description							MAYCR
<p><i>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.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Transport Related	8,370	210	0	10		270	8,860
Support Services	350				80		430
Total Expenditure	8,720	210	0	10	80	270	9,290
Miscellaneous Recharges	-8,720				-570		-9,290
Total Income	-8,720	0	0	0	-570	0	-9,290
NET	0	210	0	10	-490	270	0
Comments							
<p>Inflationary increase in transport costs and increase in vehicle insurance, offset by increase in recharge to other services.</p>							

5.21 LICENSING

Service Description							LICSE
<p>The council has a statutory duty to licence premises that serve alcohol, provide regulated entertainment or permit gambling and issue personal licenses to individuals. In addition the council licenses hackney and private hire drivers, vehicles and operators.</p>							
Link to Ambitions							
To make people's lives safer and healthier							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	1,800	50	80	3,300			5,230
Supplies and Services	22,860	580	-240	-200			23,000
Support Services	138,480				-12,550		125,930
Total Expenditure	163,140	630	-160	3,100	-12,550	0	154,160
Other Grants and Contributions	-1,800	-50	-80	-3,300			-5,230
Customer and Client Receipts	-108,770	-2,730	2,730	-5,090			-113,860
Total Income	-110,570	-2,780	2,650	-8,390	0	0	-119,090
NET	52,570	-2,150	2,490	-5,290	-12,550	0	35,070
Comments							
<p>The increase in employee related expenses relate to the charge made by criminal record bureau, which is offset by additional income.</p> <p>Supplies and Service costs have been increased by an inflationary increase in software maintenance.</p> <p>Reduction in support costs from legal services and chief executives largely as a result of service review savings.</p> <p>Increase in anticipated income from premises and taxi licenses</p>							

5.22 LAND CHARGES

Service Description							LANDC
<i>The council holds and compiles the register of charges affecting properties, which then forms the basis of the local land charges search.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	4,450	110				-2,710	1,850
Premises Related						1,620	1,620
Supplies and Services	12,670	310	-20	-5,860	0	0	7,100
Support Services	99,180				-17,330		81,850
Depreciation and Impairment					8,890		8890
Total Expenditure	116,300	420	-20	-5,860	-8,440	-1,090	101,310
Customer and Client Receipts	-73,300	-1,830	330	3,000			-71,800
Total Income	-73,300	-1,830	330	3,000	0	0	-71,800
NET	43,000	-1,410	310	-2,860	-8,440	-1,090	29,510
Comments							
Reduction in supplies and service costs and increase in depreciation charge relate to new software purchased from capital.							
Reduction in support costs from legal services largely as a result of service review savings.							
Service review savings are in respect of insurances.							
Land charges income has been reduced in line with current trends.							

5.23 GRANTS AND SUBSCRIPTIONS – POLICY AND FINANCE COMMITTEE

Service Description							FGSUB
<p><i>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. In addition, concurrent function grants are allocated from this budget.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Supplies and Services	28,930	720	-420	-620			28,610
Transfer Payments	121,960	3,050	-690	-100			124,220
Support Services	1,120						1,120
Total Expenditure	152,010	3,770	-1,110	-720	0	0	153,950
NET	152,010	3,770	-1,110	-720	0	0	153,950
Comments							
<p>The supplies and service costs include subscription to various bodies such as local government association and north-west employers organisation. These have been given an inflationary increase. In addition to these subscriptions Ribble Valley contributes its Second Homes money to the Ribble Valley strategic partnership. This has not been inflated but is based on the current number of second homes and the council tax for band D.</p> <p>The transfer payments include grants to other bodies (over 60's), grants to precepting bodies (concurrent function grants) and grants to voluntary organisation, an inflationary increase has been provided to the grants to voluntary organisations only. The grant to other bodies was awarded for five years reducing by £100 each year.</p>							

5.24 ESTATES

Service Description							ESTAT
<p>The council has many assets, which include land, and property, which are managed in accordance with the council's Asset Management Strategy. Individual Heads of Service manage the properties that support their operations and the legal section support this work.</p>							
Link to Ambitions							
<p>To be a well managed council providing efficient services based on identified customer needs</p>							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Premises Related	3,090	80	-80				3,090
Supplies and Services	1,260	30		-10			1,280
Support Services	27,600				-2,010		25,590
Total Expenditure	31,950	110	-80	-10	-2,010	0	29,960
Customer and Client Receipts	-14,270	-340	320	-8,250			-22,540
Total Income	-14,270	-340	320	-8,250	0	0	-22,540
NET	17,680	-230	240	-8,260	-2,010	0	7,420
Comments							
<p>Reduction in support costs from community services largely as a result of service review savings.</p> <p>Increase in income from rent of Longridge youth club.</p>							

5.25 MEALS ON WHEELS AND LUNCHEON CLUBS

Service Description		VARIOUS CODES					
<p>The provision of Meals on Wheels is based on a referral from Lancashire County Council Social Services. Without this referral, residents must pay for any meal provision themselves. Lancashire County Council's current contractor which delivers the meals across Lancashire is the iCare group.</p> <p>Historically the Meals on wheels service was delivered within the borough by the WRVS. However, no new referrals are now being made to the WRVS for the provision of meals, which has resulted in a dramatic fall in numbers. The Council provide financial support towards the provision of the Meals on Wheels service where meals are still provided by the WRVS. Meals are produced by external suppliers and then delivered by the WRVS volunteers. No financial support is given by the Council towards iCare.</p> <p>The Council receive a grant from Lancashire County Council based on 50% of our Meals on Wheels and luncheon Club costs up to a ceiling. In addition, the council receives income from the provision of each meal to eligible residents, based on a charge of £1.50 per meal.</p> <p>There are currently 5 luncheon clubs financially supported by the Council.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Transport Related	2,350	60	-60			990	3,340
Supplies and Services	11,500	270	-40	-70		200	11,860
Third Party Payments	42,730	1,070	-460	-220		-12,510	30,610
Transfer Payments	810						810
Support Services	4,970				30		5,000
Total Expenditure	62,360	1,400	-560	-290	30	-11,320	51,620
Other Grants and Contributions	-24,120	-600	600	-170		3,580	-20,710
Customer and Client Receipts	-12,000	-300	300	950			-11,050
Total Income	-36,120	-900	900	780	0	3,580	-31,760
NET	26,240	500	340	490	30	-7,740	19,860
Comments							
<p>Inflationary increase to administration grant payable to WRVS and also on the cost of meals</p> <p>Service review savings have been achieved by procuring a new supplier of meals.</p> <p>The number of meals supplied is continuing to fall.</p>							

5.26 POLICY AND FINANCE MISCELLANEOUS

Service Description							FMISC
<p><i>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.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	760	20	0	200			980
Premises Related	710	20	0	-200			530
Supplies and Services	133,850	3,350	-440	-150		-13,170	123,440
Transfer Payments	250	10	-10				250
Support Services	13,420				-2,230		11,190
Debt Management Expenses	31,510				1,800		33,310
Total Expenditure	180,500	3,400	-450	-150	-430	-13,170	169,700
Customer and Client Receipts	-1,250	-40	40	80			-1,170
Miscellaneous Recharges	-18,000				2,640		-15,360
Total Income	-19,250	-40	40	80	2,640	0	-16,530
NET	161,250	3,360	-410	-70	2,210	-13,170	153,170
Comments							
<p>Supplies and service expenses have increased by an inflationary increase on external audit fees.</p> <p>Service review savings are in respect of external audit fees and bank charges</p> <p>There is a reduction in support costs from financial services. The recharge to other services of bank charges is largely as a result of service review savings, and the increased use of BACS rather than cheques as a payment method.</p>							

5.27 PERFORMANCE REWARD GRANTS

Service Description							PERFM
<p>Performance Reward Grant is money payable by the Government to reward the achievement of Local Area Agreement (LAA) stretch targets.</p> <p>The local LSP meet to discuss the award of PRG grant monies to other bodies and any decisions are then considered and ratified by the Council's Policy and Finance Committee. The Council act as the responsible accounting body for the grant and as such retain an element of the grant received</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Transfer Payments	52,690	1,320	-1,320	-15,690			37,000
Total Expenditure	52,690	1,320	-1,320	-15,690	0	0	37,000
NET	52,690	1,320	-1,320	-15,690	0	0	37,000
Comments							
Reduction in schemes anticipated to be completed in 2012/13. This expenditure is funded from an earmarked reserve.							

5.28 SUPERANNUATION DEFICIENCY PAYMENTS

Service Description							SUPDF
<p>Costs here relate to historic liabilities arising from unfunded pension costs.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	5,650	140	150				5,940
Third Party Payments	116,320	2,910	2,970	-3,210			118,990
Support Services	150						150
Total Expenditure	122,120	3,050	3,120	-3,210	0	0	125,080
NET	122,120	3,050	3,120	-3,210	0	0	125,080
Comments							
Inflationary increase based on September 2011 consumer price index and reduced beneficiaries.							

5.29 COMPUTER SERVICES

Service Description							COMPR
<p><i>The Computer (ICT) Services Section function supports all the services in the council where there is an ICT reliance. It is responsible for the installation, maintenance and development of the computer based systems of the council. Management of the data protection responsibilities of the council also falls within this service area.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	145,020	3,620	-3,620	2,340			147,360
Transport Related	370	10	-10				370
Supplies and Services	149,170	3,720	-330				152,560
Support Services	29,690				1,750		31,440
Depreciation and Impairment	18,910				-2,060		16,850
Total Expenditure	343,160	7,350	-3,960	2,340	-310	0	348,580
Customer and Client Receipts	-20						-20
Departmental Recharges	-342,550				-6,010		-348,560
Total Income	-342,570	0	0	0	-6,010	0	-348,580
NET	590	7,350	-3,960	2,340	-6,320	0	0
Comments							
<p>Incremental increase in employee related expenses are shown under the unavoidable charges to service.</p> <p>The increase in supplies and service costs relate to an inflationary increase on communication equipment, hardware and software maintenance.</p> <p>The increase in support costs from financial services is as a result of changes in staff time allocated to the service.</p> <p>Reduced depreciation as previous capital purchases have now been fully depreciated.</p> <p>The net increases in expenditure is offset by an increase in recharges to other services.</p>							

5.30 FINANCIAL SERVICES

Service Description							FSEPV
<p><i>The Financial Services Section provides the Accountancy and Internal Audit services of the Council. The section is responsible for all matters of financial administration. The section's main tasks are the preparation of budgets, closure of the Council's accounts, payment of invoices, the collection of debt, the treasury management function, and also the achievement of the annual internal audit plan.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	552,760	13,810	-13,720	13,800		-12,870	553,780
Premises Related	540	10				-250	300
Transport Related	11,840	290	-290	440		-860	11,420
Supplies and Services	27,590	650	-370	120	-590	-750	26,650
Support Services	43,180				2,810		45,990
Total Expenditure	635,910	14,760	-14,380	14,360	2,220	-14,730	638,140
Customer and Client Receipts	-1,200	-30	30	30			-1,170
Departmental Recharges	-632,480				-4,490		-636,970
Total Income	-633,680	-30	30	30	-4,490	0	-638,140
NET	2,230	14,730	-14,350	14,390	-2,270	-14,730	0
Comments							
<p>Incremental increase in employee related expenses is shown under unavoidable charges to service costs.</p> <p>The increase in support costs from organisation and member development is as a result of changes in staff time allocated to this service.</p> <p>Service review savings are in respect of reduced employee costs, insurance costs, security phone costs and tuition fees.</p> <p>The net increases in expenditure is offset by an increase in recharges to other services.</p>							

5.31 LEGAL SERVICES

Service Description							LSERV
<p>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.</p> <p>The section also includes land charges, licensing, mayoralty and democratic services, elections, electoral registration, the complaints procedure and various related enforcement functions.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	304,190	7,590	-7,520	-8,790		-10,190	285,280
Premises Related	1,370	30				-740	660
Transport Related	7,100	170	-160	-490		270	6,890
Supplies and Services	41,640	1,020	-940	-1,650	-60	-460	39,550
Support Services	80,480				9,040		89,520
Total Expenditure	434,780	8,810	-8,620	-10,930	8,980	-11,120	421,900
Other Grants and Contributions	-1,990	-50	50	-3,270			-5,260
Customer and Client Receipts	-20						-20
Departmental Recharges	-434,670				18,050		-416,620
Total Income	-436,680	-50	50	-3,270	18,050	0	-421,900
NET	-1,900	8,760	-8,570	-14,200	27,030	-11,120	0
Comments							
<p>The decrease in employee related expenses is due to the deletion of modern apprentice posts from the establishment and staff leaving the superannuation scheme.</p> <p>Supplies and service costs have been reduced by a reduction in the provision for legal books, which is being used as a revenue contribution towards the cost of the new land charges system.</p> <p>There is an increase in support costs from computer services offset by a reduction in support costs from financial service costs following a review of allocation of costs.</p> <p>Service review savings relate to reduced employee costs, insurance costs and security phone costs.</p> <p>The net decrease in expenditure is reflected in reduced recharges to other services.</p>							

5.32 CONTACT CENTRE

Service Description							CONTC
<i>The contact centre provides the council's switchboard function and acts as first point of contact for a range of front line services.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	72,580	1,810	-1,810	-1,180			71,400
Transport Related	240	10	-10	0			240
Supplies and Services	780	20	-20	0	-10	14,150	14,920
Third Party Payments	57,250	1,430				-58,680	0
Support Services	39,160				-8,520		30,640
Depreciation and Impairment					9,050		9,050
Total Expenditure	170,010	3,270	-1,840	-1,180	520	-44,530	126,250
NET	170,010	3,270	-1,840	-1,180	520	-44,530	126,250
Comments							
Employee related expenses have been reduced by the pay award provision made in the 2011 original estimate							
There is a decrease in support costs from computer services following a review of the allocation of costs to this service.							
Increase in depreciation charge following the purchase of new CRM system.							
Service review savings relate to software maintenance of the new system and the removal of the contribution to LCC shared services.							

5.33 REVENUES AND BENEFITS

Service Description							REVUE
<i>Income and expenditure that relates to both revenues and benefits, which is then recharged to the individual costs centres</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Employee Related	551,600	16,540	-16,500	-10,810		-65,190	475,640
Transport Related	10,000	300	-290	-160		-100	9,750
Supplies and Services	12,400	160	-160	100	-850	-230	11,420
Support Services	89,640				-3,260		86,380
Total Expenditure	663,640	17,000	-16,950	-10,870	-4,110	-65,520	583,190
Customer and Client Receipts	-10						-10
Departmental Recharges	-667,650				84,470		-583,180
Total Income	-667,660	0	0	0	84,470	0	-583,190
NET	-4,020	17,000	-16,950	-10,870	80,360	-65,520	0
Comments							
<p>The decrease in employee related expenses is due to the deletion of modern apprentice posts from the establishment and staff leaving the superannuation scheme.</p> <p>Supplies and service have been decreased by a reduction in recharge of bank charges and Internet / email costs.</p> <p>Service review savings relate to the change in the staffing structure of the section and reduced insurance and security phone costs.</p> <p>The net decrease in expenditure is reflected in reduced recharges to other services.</p>							

5.34 CONCESSIONARY TRAVEL

Service Description							CONCS
<p><i>Up to 1 April 2011 this Council was responsible for concessionary travel in our area.</i></p> <p><i>From 1 April 2011 this responsibility has transferred to upper tier authorities, in our case Lancashire County Council</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Transport Related	51,190	1,280	-1,280			-51,190	0
Total Expenditure	51,190	1,280	-1,280	0	0	-51,190	0
NET	51,190	1,280	-1,280	0	0	-51,190	0
Comments							
Provision for concessionary travel transferred to Lancashire County Council, therefore all budgets have been removed.							

5.35 ALBION MILL

Service Description							ALBNM
<i>The Council leases industrial units at Albion Mill, Clitheroe and sublets these to tenants</i>							
Link to Ambitions							
To sustain a strong and prosperous Ribble Valley							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Premises Related	30,000	750	-750	0	0	0	30,000
Supplies and Services	1,540	40	0	0	0	0	1,580
Support Services	1,830	0	0	0	250	0	2,080
Total Expenditure	33,370	790	-750	0	250	0	33,660
Customer and Client Receipts	-36,430	-910	910	0	0	0	-36,430
Total Income	-36,430	-910	910	0	0	0	-36,430
NET	-3,060	-120	160	0	250	0	-2,770
Comments							
The costs of supplies and services have increased by an inflationary increase.							

5.36 ECONOMIC DEVELOPMENT

Service Description							INDDV
<p><i>This budget covers costs for economic development and regeneration works, including projects, partnership work and joint working, to support, maintain and enhance the local economy.</i></p>							
Link to Ambitions							
<p>To sustain a strong and prosperous Ribble Valley</p>							
Budget Analysis	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
	£	£	£	£	£	£	£
Premises Related	3,460	0	0	0	-2,790	0	670
Supplies and Services	27,660	690	-200	0	0	-10,000	18,150
Support Services	78,490	0	0	0	-16,730	0	61,760
Total Expenditure	109,610	690	-200	0	-19,520	-10,000	80,580
NET	109,610	690	-200	0	-19,520	-10,000	80,580
Comments							
<p>There has been a reduction in premises related expenses, particularly from the ground maintenance service on the level of upkeep needed on industrial development sites.</p> <p>There has also been a decrease in support services mainly due to a reduction in hours worked by the Regeneration Project Officer as part of the savings review. There is also a reduction in the subscriptions budget, under supplies and services, again as part of the service review.</p> <p>Support costs from chief executives department have decreased due to service review savings.</p>							

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						
		Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
CEXEC	Chief Executives Department	3,790	25,930	-25,200	14,750	16,610	-35,880	0
OMDEV	Organisation & Member Development	-1,650	10,470	-9,900	-3,230	40,360	-36,050	0
CSERV	Corporate Services	206,510	700	-490	-200	-20,670	0	185,850
CORPM	Corporate Management	289,010	0	0	0	9,030	0	298,040
CIVST	Civic Suite	-710	830	-130	-590	650	-50	0
CLOFF	Council Offices	140	4,250	2,400	-260	-6,720	190	0
EMERG	Community Safety	55,810	340	-280	0	9,130	-5,000	60,000
CLTAX	Council Tax	379,240	-710	1,510	-1,170	-57,420	-280	321,170
NNDRC	National Non Domestic Rates	35,290	450	-50	-2,360	-2,040	0	31,290
DISTC	District Elections	16,910	0	0	0	-5,370	0	11,540
ELECT	Register of Electors	75,380	1,050	-700	-90	-5,730	0	69,910
EUROP	European Elections	30	0	0	0	-30	0	0
LANCS	Lancashire County Elections	10	0	0	0	-10	0	0
PARIS	Parish Elections	1,050	0	0	0	-1,050	0	0
PARLI	Parliamentary Elections	19,550	0	0	0	-19,540	0	10
POLCE	Police Elections	0	0	0	0	20,870	0	20,870
ATTEN	Mayor's Attendant	0	360	-360	-340	320	20	0
CIVCF	Civic Functions	56,440	560	-330	0	430	-50	57,050

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
COSDM	Cost of Democracy	418,850	5,460	220	500	60	-560	424,530
MAYCR	Mayoral Transport	0	210	0	10	-490	270	0
LICSE	Licensing	52,570	-2,150	2,490	-5,290	-12,550	0	35,070
LANDC	Land Charges	43,000	-1,410	310	-2,860	-8,440	-1,090	29,510
FGSUB	Grants and Subscriptions	152,010	3,770	-1,110	-720	0	0	153,950
ESTAT	Estates	17,680	-230	240	-8,260	-2,010	0	7,420
VARIOUS	Meals on Wheels & Luncheon Clubs	26,240	500	340	490	30	-7,740	19,860
FMISC	Policy & Finance Miscellaneous	161,250	3,360	-410	-70	2,210	-13,170	153,170
PERFM	Performance Reward Grants	52,690	1,320	-1,320	-15,690	0	0	37,000
SUPDF	Superannuation Deficiency Payments	122,120	3,050	3,120	-3,210	0	0	125,080
COMPR	Computers	590	7,350	-3,960	2,340	-6,320	0	0
FSERV	Financial Services	2,230	14,730	-14,350	14,390	-2,270	-14,730	0
LSERV	Legal Services	-1,900	8,760	-8,570	-14,200	27,030	-11,120	0
CONTC	Contact Centre	170,010	3,270	-1,840	-1,180	520	-44,530	126,250
REVUE	Revenues and Benefits	-4,020	17,000	-16,950	-10,870	80,360	-65,520	0
CONCS	Concessionary Travel	51,190	1,280	-1,280	0	0	-51,190	0
ALBNM	Albion Mill	-3,060	-120	160	0	250	0	-2,770
INDDV	Economic Development	109,610	690	-200	0	-19,520	-10,000	80,580
NET COST OF SERVICES		2,507,860	111,070	-76,640	-38,110	37,680	-296,480	2,245,380

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES								
FNBAL H230	Election Fund	19,870	500	0	0	0	0	20,370
CPBAL H330	Revenue Contribution to Capital	0	0	0	8,270	0	0	8,270
FNBAL H263	Government Connect Reserve	-4,520	-110	110	4,520	0	0	0
FNBAL H269	Valuation of Assets Reserve	2,000	50	-50	0	0	0	2,000
FNBAL H326	Performance Reward Grants Reserve	-52,690	-1,320	1,320	15,690	0	0	-37,000
NET BALANCES & RESERVES		-35,340	-880	1,380	28,480	0	0	-6,360
NET EXPENDITURE		2,472,520	110,190	-75,260	-9,630	37,680	-296,480	2,239,020

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

	Original Estimate 2011/12	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services & Capital	Service Review Savings	Original Estimate 2012/13
Employee Costs	3,080,130	79,710	-78,550	7,370	0	-159,030	2,929,630
Premises Costs	196,750	4,780	2,760	1,520	-2,740	350	203,420
Transport Costs	136,690	3,230	-2,920	-560	570	-52,060	84,950
Supplies and Services	913,220	22,480	-5,900	-8,230	-1,970	-18,130	901,470
Third Party	217,590	5,450	2,470	-3,780	0	-71,190	150,540
Transfer Payments	200,380	4,990	-2,050	-17,160	0	0	186,160
Support Services	2,220,630	0	0	0	-78,120	0	2,142,510
Depreciation & Impairment	91,500	0	0	0	3,840	0	95,340
Debt Management Expenses	31,510	0	0	0	1,800	0	33,310
TOTAL EXPENDITURE	7,088,400	120,640	-84,190	-20,840	-76,620	-300,060	6,727,330
Government Grants	-84,200	0	0	-860	0	0	-85,060
Other Grants and Reimbursements	-28,800	-720	570	-6,740	0	3,580	-32,110
Customer & Client Receipts	-354,020	-8,850	6,980	-9,670	0	0	-365,560
Recharges to other General Fund Services	-4,086,800	0	0	0	112,230	0	-3,974,570
Miscellaneous Recharges	-26,720	0	0	0	2,070	0	-24,650
TOTAL INCOME	-4,580,540	-9,570	7,550	-17,270	114,300	3,580	-4,481,950
NET COST OF SERVICES	2,507,860	111,070	-76,640	-38,110	37,680	-296,480	2,245,380
ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES							
FNBAL/H230: Election Fund	19,870	500	0	0	0	0	20,370
CPBAL/H330: Revenue Contribution to Capital	0	0	0	8,270	0	0	8,270
FNBAL/H263: Government Connect Reserve	-4,520	-110	110	4,520	0	0	0
FNBAL/H269 Valuation of assets Reserve	2,000	50	-50	0	0	0	2,000
FNBAL/H326: Performance Reward Grants Reserve	-52,690	-1,320	1,320	15,690	0	0	-37,000
NET BALANCES & RESERVES	-35,340	-880	1,380	28,480	0	0	-6,360
NET EXPENDITURE	2,472,520	110,190	-75,260	-9,630	37,680	-296,480	2,239,020

6.2. Net costs for this committee have decreased by £233,500. This is mainly due to:

- ❖ Reduction in net expenditure of £296,480 as a result of service review savings particularly from:
 - A reduction in concessionary travel costs of £51,190 due to the transfer of the responsibility for the service to Lancashire County Council.
 - Savings of £44,530 from the procurement of a new CRM system at the end of the shared service agreement with Lancashire County Council.
 - A reduction of £150,610 in staffing costs from reduced staffing in the areas of revenues and benefits, land charges, regeneration, environmental health, Clitheroe market, corporate services and financial services.

- ❖ This is partly offset by inflationary increases across all services of £34,930

7 FEES AND CHARGES

7.1 Fees and charges for this Committee were agreed in November 2011, and have been increased by 2½%, or more if the increase could be sustained. Detailed rates are contained in the Council's fees and charges book and the new rates will be applicable from 1 April 2012.

8 RECOMMENDED THAT COMMITTEE

8.1 Approve the revised budget for 2011/12.

8.2 Agree the revenue budget for 2012/13 and to submit this to the Special Policy and Finance Committee subject to any further consideration by the Budget Working Group.

SENIOR ACCOUNTANT

PF1-12/TH/AC
4 JANUARY 2012