

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO HEALTH AND HOUSING COMMITTEE

INFORMATION
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Agenda Item No

meeting date: 29 AUGUST 2013  
 title: REVENUE MONITORING 2013/14  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: AMY JOHNSON

### 1 PURPOSE

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

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified
- Corporate Priorities - to continue to be a well managed Council providing efficient services based on identified customer need and meets the objective within this priority, of maintain critical financial management controls, ensuring the authority provides council tax payers with value for money.
- Other Considerations – none identified.

### 2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of July. You will see an overall underspend of £24,854 on the net cost of services. After allowing for transfers to and from earmarked reserves the underspend is increased to £48,327. Please note that under spends are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
CTBEN	Council Tax Benefit Administration	24,620	-54,204	-69,248	-15,044	R
HGBEN	Housing Benefits	123,550	-65,161	-82,990	-17,829	R
COMNL	Common Land	6,280	208	42	-166	G
CLCEM	Clitheroe Cemetery	46,290	5,030	-176	-5,206	R
ENVGR	Grants & Subscriptions - Health & Hsng	4,720	218	0	-218	G
CLAIR	Clean Air	1,600	536	508	-28	G
DOGWD	Dog Warden & Pest Control	87,800	3,154	3,487	333	G
ENVHT	Environmental Health Services	304,830	-3,108	-6,445	-3,337	A
CLAND	Contaminated Land	12,340	104	0	-104	G

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of period £	Actual including Commitments to the end of the period £	Variance £	
HSASS	Housing Associations	13,780	0	0	0	G
HSADV	Housing Advances	1,060	210	0	-210	G
SUPPE	Supporting People	2,370	18	0	-18	G
WARMH	Warm Homes Healthy People	0	0	23,473	23,473	R
CLMKT	Clitheroe Market	-47,720	-88,510	-91,587	-3,077	A
JARMS	Joiners Arms	17,560	10,146	12,880	2,734	A
HOMEG	Homelessness General	49,320	164	0	-164	G
HOMES	Homelessness Strategy	31,880	10,694	6,800	-3,894	A
IMPGR	Improvement Grants	35,680	-2,672	-1,694	978	G
HOMEE	Home Energy Conservation	24,890	246	0	-246	G
GRAGE	Non-Dwelling Rents	-6,790	-10,435	-13,365	-2,930	A
HSTRA	Housing Strategy	66,370	5,180	5,279	99	G
	<b>Total:</b>	<b>800,430</b>	<b>-188,182</b>	<b>-213,036</b>	<b>-24,854</b>	
<b>Transfers to/from Earmarked Reserves</b>						
	DEFRA Clean Air Reserve	-480	-480	-480	0	
	Warm Homes Grant Reserve	0	0	-23,473	-23,473	
<b>Total after Transfers to/from Earmarked Reserves</b>		<b>799,950</b>	<b>-188,662</b>	<b>-236,989</b>	<b>-48,327</b>	

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

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

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

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

### 3 CONCLUSION

3.1 The comparison between actual and budgeted expenditure shows an underspend of £24,854 for the first four months of the financial year 2012/13. After allowing for transfers to and from earmarked reserves the underspend is increased to £48,327.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH10-13/AJ/AC  
16 August 2013

BACKGROUND PAPERS: None

For further information please ask for Amy Johnson, extension 4498

Health and Housing Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
CTBEN/2809	Council Tax Benefit Administration/Non Recurring Purchases of Equipment etc	27,900	9,304	333	8,971	The expenditure budget was introduced to offset the New Burden grant income received (CTBEN/8022z). Minimal purchases have been made to date.	The budget will continue to be monitored and reviewed at revised estimate time.
CTBEN/8022z	Council Tax Benefit Administration/DCLG-Council Tax Initial New Burden Grant	-27,900	-27,900	-33,997	6,097	An additional grant has been received which was not anticipated when the OE budget was prepared.	The budget will be reviewed at revised estimate.
HGBEN/2809	Housing Benefits/Non Recurring Purchases of Equipment etc	0	0	15,700	-15,700	A licence upgrade for legislative changes regarding ATLAS, Benefit Capping & Personal Independence Payment has been purchased.	DWP grant funding has been received to fund this purchase.
HGBEN/4652	Housing Benefits/Rent Allowance Payments	7,224,630	2,189,063	2,289,964	-100,901	Payments to claimants are greater than budgeted.	The budget will continue to be monitored and reviewed at revised estimate time.

## Health and Housing Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/8002z	Housing Benefits/Rent Allowances Grant	-7,259,430	-2,235,906	-2,332,340	96,434	The budget was prepared in November whereas the initial claim for 2013/14 grant income was made early March. The claim was made on the assumption that the trend of the continual rise in the number of claimants would continue.	A review of grant income received will be carried out against payments made to claimants when the HB mid year estimate claim is completed and submitted (August). The budget will then be revised accordingly at revised estimate time.
HGBEN/8009z	Housing Benefits/Housing Benefit & CT Benefit Admin Grant	-106,750	-35,608	-52,663	17,055	An additional grant payment of £15,656 has been received	The budget will continue to be monitored and reviewed at revised estimate time.
HGBEN/8026z	Housing Benefits/DWP - LA Data Sharing (LADS) IT Costs	0	0	-15,235	15,235	Grant funding has been received which was not anticipated when the OE budget was prepared.	The grant has been used to purchase a licence upgrade (see HGBEN/2809). An additional grant of £465 is to follow to fully offset the cost of the upgrade.

Health and Housing Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
WARMH/ 4676	Warm Homes Healthy People/Grants to Individuals	0	0	18,382	-18,382	Funds are held in an earmarked reserve to fund this warm homes expenditure.	The budget will be reviewed at revised estimate and the funds held in reserve be brought in.

Health and Housing Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
CLCEM/5056	Clitheroe Cemetery/Grounds Maintenance	44,490	14,840	10,881	3,959	Grounds Maintenance staff are focusing on planting bedding plants throughout the borough which is reducing the time spent at the cemetery.
CLMKT/2402	Clitheroe Market/Repair & Maintenance - Buildings	12,730	2,242	6,195	-3,953	Costs have been incurred due to a potential tenant requiring a cabin to be converted from a non-food cabin to a food cabin. It was felt that without the conversion the tenant would not commit to renting the cabin.
CLMKT/8824n	Clitheroe Market/Cabins	-93,590	-93,590	-96,055	2,465	The budget allows for cabins to be empty for periods of time throughout the year. At present all cabins are fully occupied, resulting in higher income being generated than budgeted.
ENVHT/8415u	Environmental Health Services/Envir Protect Registrations Fees	-5,400	-4,806	-7,027	2,221	A consultant has been employed to focus on environmental protection work which has allowed additional income to be generated.
HOMES/8090z	Homelessness Strategy/DCLG Homelessness Grant	0	0	-2,000	2,000	An allocation of a homelessness prevention grant has been received which was not anticipated when the Original Estimate was prepared. The grant has been committed to funding a Youth Worker to work with 16 & 17 year olds under the YNOT scheme.
JARMS/3079	Joiners Arms/Other Contract Payments	8,450	8,450	10,571	-2,121	Housing Benefit payments fund an element of this contract, for which a credit note will be received at year end.

Health and Housing Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Original Budget for the Full Year	Original Budget to the end of the period	Actual including Commitments to the end of the period	Variance	Reason for Variance
WARMH/0100	Warm Homes Healthy People/Salaries	0	0	2,958	-2,958	Funds are held in an earmarked reserve to finance this warm homes expenditure.