

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No19(b)

meeting date: 12 NOVEMBER 2013  
 title: OVERALL REVENUE MONITORING 2013/14  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: LAWSON ODDIE

### 1 PURPOSE

1.1 To consider the position on the revenue budget for the first six months of the current financial year.

### 2 ORIGINAL BUDGET 2013/14

2.1 The original budget agreed for the current year is set out below.

	<b>Original Estimate 2013/14 £</b>
Committee Net Requirements	6,412,110
Capital Charges Adjustment	-539,450
<b>Committee Expenditure After Adjustments</b>	<b>5,872,660</b>
Other Items - Interest Payable	16,460
- Interest on balances	-29,140
- New Homes Bonus	-367,700
- Council Tax Freeze Grant	-31,610
- Localisation of Council Tax Support: <i>Payments to Parishes</i>	23,000
- Localisation of Council Tax Support: <i>Transitional Grant</i>	-5,780
- New Homes Bonus Adjustment Grant	-10,029
- Efficiency Support for Services in Rural Areas	-9,901
- Business Rates Growth	-47,165
<b>Expenditure After Other Items</b>	<b>5,410,795</b>
<b>Less Added to/(taken from) Earmarked Reserves</b>	
Elections	20,880
Building Control Fee Earning	4,170
Performance Reward Grant	-15,000
Community Safety	-24,000
DEFRA Clean Air	-480
Revaluation Reserve	2,000

	Original Estimate 2013/14 £
LalPac Reserve	-460
Exercise Referral Reserve	-5,260
Community Right to Bid	7,860
Community Right to Challenge	8,550
Contribution to Capital Reserve	7,500
VAT Shelter	356,970
New Homes Bonus Reserve	307,700
Post LSVT Pensions Reserve	-36,175
Taken From Revenue Balances	-146,023
<b>Net Expenditure</b>	<b>5,899,027</b>

2.2 On the 11 June 2013, this committee agreed to a request for a supplementary revenue estimate for the funding of the Viridor Paper and Card collection operation for the 3 months April, May, June totalling £30,000. This increases the net expenditure shown in the table above from £5,899,027 to £5,929,027. **Subject to need**, committee also agreed a further £15,900 for the in-house operation of Paper and Card collection up to the 31 March 2014

### 3 COMMENTS

3.1 Accountants have started preparing the revised estimates for the current financial year. Regular monitoring reports are prepared for budget holders and CMT. In addition committees are currently receiving monitoring reports up to the end of September 2013 in the current cycle.

3.2 Looking at three of the largest elements within our budget - employee costs, fees and charges and interest. The position at the end of September on these was as follows:

#### 3.3 **Employees**

Position at end of September:

	£000
Budget	2,914
Actual	2,906
<b>Difference</b>	<b>-8</b>

Annex 1 shows the main variances by individual cost centre. However, the reasons for the larger variances are summarised below:

- COMMD: Community Services Department – *There has been an additional member of staff employed on planning, which will be funded from increased planning fees. The budget also allows a percentage saving on staffing budgets,*

*which is normally experienced during any recruitment that takes place during the year. However, to date there has been very little staff turnover.*

- PAPER: Waste Paper and Card Collection – *The budget provided for 3 drivers. To date it has been possible to manage with 2. In addition, the provision for temporary staff hasn't been needed to date.*
- RCOLL: Refuse Collection – *There have been savings in Drivers and Loaders direct costs due to a number of staff vacancies.*
- CEXEC: Chief Executives Department – *The budget allows a percentage saving on staffing budgets, which is normally experienced during any recruitment that takes place during the year. However, to date the staff turnover that has been experienced has been offset by the new staffing for the Core Strategy.*
- VEHCL: Vehicle Workshop – *The previous workshop manager left his post at the start of June, and staffing levels were not restored until the end of August.*

### 3.4 Fees and Charges

Position at end of September:

<b>£000</b>	
Budget	-1,128
Actual	-1,161
<b>Difference</b>	<b>-33</b>

Again, Annex 2 shows the **main** differences and the reasons for the larger variances are summarised below:

- PLANG: Planning Control and Enforcement – *Fewer large planning applications have been received in the first half of the financial year compared to the previous year. However, some additional income has been received from pre-application fees for major developments.*
- RIGHT: Public Rights of Way – *Unbudgeted income has been received within the year for several footpath diversion orders. Expenditure to offset this income will be incurred by the council in respect of this income during the year.*
- TRREF: Trade Refuse – *Annual Invoices raised to date have exceed the full year Budget. However, there is always the potential that some of these invoices may be part cancelled if a business terminates the contract and decides not to continue with the service for the full year. As the take up of the service has been high, there will likely be an increase in tipping fees which will partly off-set this increased income.*
- VARIOUS: Car Parking – *Significant increase in income during July because of the fine weather. This has been particularly noticeable at the Edisford, Ribchester and Dunsop Bridge Car Parks.*

### 3.5 **Interest**

Position at end of September:

<b>£000</b>	
Budget	-15
Actual	-14
<b>Difference</b>	<b>1</b>

At this stage it is difficult to predict how our final interest figure will be in comparison to our budget for the year.

## 4 SUMMARY

4.1 In summary, the position is as follows:

<b>£ 000</b>	
Employees	-8
Income	-33
Interest	1
<b>Total Net Savings/Underspend/Extra Income</b>	<b>- 40</b>

## 5 CONCLUSION

5.1 Overall, the variances to the end of September are favourable, with a net saving/additional income of £40,000, based on the areas included within this report.

5.2 The main reasons for the variance are the increased income on Trade Refuse and Car Parks and Public Rights of Way, together with the staff savings experienced on the Paper and Card collection service, Refuse Collection and the Vehicle Workshop.

HEAD OF FINANCIAL SERVICES

DIRECTOR OF RESOURCES

PF57-13/LO/AC  
31 October 2013

BACKGROUND PAPERS: None

For further information please ask for Lawson Oddie, extension 4541

## Employees – April to September 2013

Cost Centre	Cost Centre Name	Original Estimate to end September 2013	Actual to end September 2013	Variance
COMMD	Community Services Department	569,674	590,115	20,441
CORES	Core Strategy	0	218	218
BCSAP	Building Control SAP Fees	52	90	38
STCLE	Street Cleansing	69,751	68,397	-1,354
DNHAM	Downham Toilets	268	120	-148
PCADM	Public Conveniences Administration	0	10	10
PAPER	Waste Paper and Card Collection	33,436	20,335	-13,101
RCOLL	Refuse Collection	314,777	305,987	-8,790
TFRST	Waste Transfer Station	11,648	11,076	-572
CEXEC	Chief Executives Department	460,208	472,424	12,216
LSERV	Legal Services	141,434	144,592	3,158
ARTDV	Art Development	6,638	6,572	-66
PLATG	Platform Gallery and Visitor Information	32,762	32,733	-29
CPADM	Car Park Administration - Off Street	23,386	22,423	-963
CLCEM	Clitheroe Cemetery	0	21	21
WARMH	Warm Homes Healthy People	0	4,173	4,173
CLMKT	Clitheroe Market	938	787	-151
SDEPO	Salthill Depot	9,284	9,292	8
VEHCL	Vehicle Workshop	30,364	21,965	-8,399
WKSAD	Works Administration	62,423	60,922	-1,501
CIVST	Civic Suite	5,290	4,804	-486
CLOFF	Council Offices	21,657	19,774	-1,883
ELECT	Register of Electors	360	0	-360
ATTEN	Mayor's Attendant/Keeper	6,984	5,153	-1,831
COSDM	Cost of Democracy	1,950	1,938	-12
SUPDF	Superannuation Deficiency Payments	3,038	3,037	-1
COMPR	Computer Services	74,646	74,386	-260
FSERV	Financial Services	275,002	274,102	-900
OMDEV	Organisation & Member Development	146,806	147,670	864
CONTC	Contact Centre	78,550	74,618	-3,932
REVUE	Revenues & Benefits	222,514	225,044	2,530
PKADM	Grounds Maintenance	106,420	106,850	430
RPOOL	Ribblesdale Pool	153,252	149,188	-4,064
EXREF	Exercise Referral Scheme	50,235	47,306	-2,929
		<b>2,913,747</b>	<b>2,906,122</b>	<b>-7,625</b>

## Fees and Charges – April to September 2013

Cost Centre	Cost Centre Name	Original Estimate to end September 2013	Actual to end September 2013	Variance
BCSAP	Building Control SAP Fees	-2,662	-4,408	-1,746
BLDGC	Building Control	-100,404	-105,939	-5,535
CIVST	Civic Suite	-2,616	-2,063	553
CLAND	Contaminated Land	-50	0	50
CLCEM	Clitheroe Cemetery	-20,616	-18,860	1,756
CLMKT	Clitheroe Market	-102,673	-105,367	-2,694
COMMD	Community Services Department	-516	-356	160
COMPR	Computer Services	0	-6	-6
DOGWD	Dog Warden & Pest Control	-9,046	-8,176	870
DRAIN	Private Drains	-706	-521	185
EALLW	Edisford All Weather Pitch	-10,650	-9,624	1,026
EDPIC	Edisford Picnic Area	-555	-833	-278
EHKAA	PK06 HKA Vauxhall Vivaro panel van	0	-100	-100
ENVHT	Environmental Health Services	-11,694	-14,559	-2,865
EXREF	Exercise Referral Scheme	-1,680	-1,734	-54
FMISC	Policy & Finance Miscellaneous	-78	-26	52
FSERV	Financial Services	-516	-537	-21
IMPGR	Improvement Grants	-4,004	-3,916	88
LANDC	Land Charges	-33,082	-37,585	-4,503
LICSE	Licensing	-60,104	-61,603	-1,499
MCAFE	Museum Cafe	-3,297	-3,415	-118
MUSEM	Castle Museum	-42	0	42
OMDEV	Organisation & Member Development	-52	0	52
PLANG	Planning Control & Enforcement	-232,188	-222,817	9,371
RCOLL	Refuse Collection	-10,860	-11,085	-225
RIGHT	Public Rights of Way	0	-8,548	-8,548
RPOOL	Ribblesdale Pool	-200,748	-202,076	-1,328
RVPRK	Ribble Valley Parks	-6,510	-4,413	2,097
SIGNS	Street Nameplates & Signs	-480	-494	-14
SPODV	Sports Development	-106	-22	84
TRREF	Trade Refuse	-134,784	-146,448	-11,664
VARIOUS	Car Park Administration - Off Street	-172,948	-183,043	-10,095
VARIOUS	Meals on Wheels	-3,941	-2,225	1,717
		<b>-1,127,608</b>	<b>-1,160,801</b>	<b>-33,193</b>