

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **POLICY AND FINANCE COMMITTEE** is at **6.30pm on TUESDAY, 28 JANUARY 2014** in the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you can be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee Members (copy for information to all other members of the Council)
Directors
Press

AGENDA

Part 1 – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. Minutes of the meetings held on 12 November 2013 – copy enclosed.
3. Declarations of Interest (if any).
4. Public Participation (if any).

DECISION ITEMS

- ✓ 5. Revised Capital Programme 2013/2014 – report of Director of Resources – copy enclosed.
- ✓ 6. Proposed Capital Programme 2014/2017 – report of Director of Resources – copy enclosed.
- ✓ 7. Revised Revenue Budget 2013/2014 – report of Director of Resources – copy enclosed.
- ✓ 8. Original Revenue Budget 2014/2015 – report of Director of Resources – copy enclosed.
- ✓ 9. Local Taxation Write-offs – report of Director of Resources – copy enclosed.
- ✓ 10. References from Committee – if any

INFORMATION ITEMS

- ✓ 11. Proposed Withdrawal of Subsidised Bus Services – Evenings and Sundays – report of Chief Executive – copy enclosed.
- ✓ 12. Treasury Management Monitoring 2013/14 – report of Director of Resources – copy enclosed.
- ✓ 13. Revenues and Benefits General Report – report of Director of Resources – copy enclosed.
- ✓ 14. Additional Approvals of Concurrent Function Grants – report of Director of Resources – copy enclosed.
- ✓ 15. Minutes of Budget Working Group – 22 October 2013 and 26 November 2013 – copy enclosed.
- ✓ 16. Reports from Representatives on Outside Bodies – Citizens Advice Bureau – report from Councillor L Rimmer – copy enclosed.

Part II - items of business **not** to be discussed in public

- ✓ 17. Local Taxation Write-offs – report of Director of Resources – copy enclosed.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

DECISION

Agenda Item No 5

meeting date: 28 JANUARY 2014
title: REVISED CAPITAL PROGRAMME 2013/14
submitted by: DIRECTOR OF RESOURCES
principal author: AMY JOHNSON

1 PURPOSE

1.1 To approve the revised capital programme for the current financial year for this committee.

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 needs
- Other Considerations – none identified

2 BACKGROUND

2.1 The original capital programme for 2013/14 was approved by Full Council in March 2013.

2.2 Regular reports have been presented quarterly to this committee on progress with the capital programme.

3 ORIGINAL PROGRAMME 2013/14 – CURRENT FINANCIAL YEAR

3.1 No schemes for this committee were included within the original capital programme for this year, however not all planned expenditure for last year was spent by the end of the financial year and the balance of this, totalling £105,570 (which is known as slippage) has been transferred into this financial year.

3.3 Further approvals to the capital programme have also been made in year of £16,430.

4 REVISING THE CURRENT YEAR'S PROGRAMME

4.1 We have now discussed in some detail each scheme in the programme with budget holders and revised the programme to reflect likely expenditure this year. This is shown in Annex 1, alongside the original estimate.

4.2 Updated capital evaluation forms completed by the responsible officers, for all these schemes were reported to committees in the previous cycle.

4.3 In summary, the revised programme is:

Cost Centre & Description	Approved Budget £	Revised Estimate £	Actual to Date £	Latest Position
ECDVI Economic Development Initiatives	100,000	100,000	0	Work on the scheme has been undertaken, however expenditure has been revenue based rather than capital.
SVNET Server & Network Infrastructure	5,570	5,570	608	A number of switches have been purchased, however due to staff vacancies have yet to be implemented. Two Cisco ASA 5505 firewalls have been purchased in readiness for Public Sector Network (PSN) compliance. The balance of the budget is to be committed in the coming weeks.
PSNCO Public Sector Network (PSN) Compliance	16,430	16,430	0	Preliminary work to ensure compliance with PSN requirements has been carried out. A working group has been agreed who have formalised the work plan. Due to staff vacancies in the ICT team there has been a delay in actual spend on this project.

5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications

- Resources – approval of the revised capital programme would see no change to the level of financing resources needed.
- Technical, Environmental and Legal – None
- Political – None
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the council
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

6 CONCLUSION

6.1 There has been no change to the revised estimate from the previously approved capital budget for this committee. It is anticipated at this time that all of the capital schemes will be completed by the end of the financial year.

7 RECOMMENDED THAT COMMITTEE

7.1 Approve the revised capital programme for 2013/14 as set out in Annex 1.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF5-14/AJ/AC
17 January 2014

POLICY AND FINANCE COMMITTEE – REVISED CAPITAL PROGRAMME 2013/14

Cost Centre	Schemes	Original Estimate 2013/14	Slippage from 2012/13	Additional Approvals	Total Approved Budget	Revised Estimate	Actual Expenditure including commitments (as at end December)
		£	£	£	£	£	£
ECDVI	Economic Development Initiatives		100,000		100,000	100,000	0
SVNET	Server & Network Infrastructure		5,570		5,570	5,570	608
PSNCO	PSN Compliance			16,430	16,430	16,430	0
Total Policy and Finance Committee		0	105,570	16,430	122,000	122,000	608

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO POLICY AND FINANCE COMMITTEE

DECISION

Agenda Item No 5

meeting date: 28 JANUARY 2014
 title: PROPOSED CAPITAL PROGRAMME 2014/17
 submitted by: DIRECTOR OF RESOURCES
 principal author: AMY JOHNSON

1 PURPOSE

1.1 To approve the proposed future three-year capital programme (2014/15-2016/17) for this committee.

2 BACKGROUND

2.1 This report will review the draft programme of schemes to be carried out in the following three years (2014/15 to 2016/17) based on the bids that have been received from Heads of Service.

2.2 Schemes were previously requested at this time last year for the 2014/15 and 2015/16 financial years. However, no bids have previously been requested for the 2016/17 financial year.

2.3 In the same manner as last financial year, all Heads of Service were asked to submit capital bids, bearing in mind the limited financial resources that are available to finance the capital programme. Heads of Service were asked to put forward schemes that were the absolute basic requirement to keep the council's services running.

3 DRAFT PROGRAMME 2014/15 TO 2016/17

3.1 Heads of Service were asked to review the current programme and submit any new scheme bids for consideration. Annex 1 shows the scheme bids for this Committee in detail and how each particular scheme links to the Council's ambitions. Annex 2 shows a summary table of the financial impact for each financial year.

3.2 It should be noted that at this stage these are only potential bids that will also require further consideration by the Budget Working Group and by Policy and Finance Committee who will want to make sure that it is affordable, both in capital and revenue terms.

3.3 Members should therefore consider the forward programme as attached and put forward any amendments you may wish to make at this stage.

3.4 A summary of the three-year programme for Policy and Finance Committee is shown below:

Schemes	2014/15 £	2015/16 £	2016/17 £	TOTAL £
Previously Approved		115,000		115,000
New Bids	179,500	88,900	11,250	279,650
Total of All Bids	179,500	203,900	11,250	394,650

3.5 As the capital programme has already been approved for 2014/15 and 2015/16 last year, we would not normally anticipate new bids for these years unless new funding has been identified or there were circumstances unforeseen at this time last year. However, for this committee almost 96% (by value) of the new bids received relate to 2014/15 and 2015/16.

3.6 Members may recall that there is external funding and internal revenue contributions (£67,000) associated with the Clitheroe Townscape Scheme (previously approved scheme), with the balance being funded internally, as shown in the table below.

Funding	2014/15 £	2015/16 £	2016/17 £	TOTAL £
Total of All Bids	179,500	203,900	11,250	394,650
External Funding	0	-60,000		-60,000
Identified Revenue Contributions		-7,000		-7,000
Balance to be Internally Funded	179,500	136,900	11,250	327,650

3.7 The level of the council's capital resources available to fund those bids that are not supported by external funding is currently low.

3.8 It must also be noted that the bids shown here represent only those that have been submitted with regard to this committee's services. Other committees will be receiving similar reports, and all bids will finally be considered alongside each other by the Budget Working Group and Policy and Finance Committee in relation to the limited internal funding available.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – The proposals as submitted in the bid forms would require a substantial level of funding from council resources (£327,650). Confirmed external funding is minimal.
- Technical, Environmental and Legal – None
- Political – None
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the council
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

5 CONCLUSION

5.1 Bids were initially invited for the 2016/17 financial year, however most of the additional bids relate to the 2014/15 and 2015/16 financial years.

5.2 None of the additional schemes submitted have associated external funding, yet the Council's existing capital resources to fund such schemes are currently low.

6 RECOMMENDED THAT COMMITTEE

6.1 Consider the future three-year programme for 2014/15 to 2016/17 as attached and agree any amendments you wish to make.

6.2 Recommend to the future Special Policy and Finance Committee a future three-year capital programme for this committee's services.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF6-14/AJ/AC
17 January 2014

**Policy and Finance Committee
New capital Bid Submissions**

BID 1: *Council Offices – Re-roofing Scheme*

Service Area: Engineering Services

Head of Service: Terry Longden

Brief Description:

As the appearance of the Council Offices forms the first impression to any visitors or residents of the borough, it is essential that they are maintained to a high standard. This needs to reflect the Council's efforts to continually provide and improve outstanding services to the residents of the Borough and provide a comfortable working environment for its employees.

Overall the building is in a fair external condition, however it is noted that since construction in 1980 only minor repairs to the roof have been carried out. Due to the general life expectancy of fixing nails being approximately 15-20 years before they start to suffer from corrosion, causing slipped, missing and damaged slates that can result in water ingress and additional internal damages it is recommended that the roof be re-slatted.

Following the survey of the office roof, in October 2013, it has been noted that there are a number of slipped slates, missing slates and lead tie fixings already present on the roof, this suggesting that corrosion of the current fixings is present.

It is recommended that the roof be stripped back (with a high percentage of the slates stored and reused) and a breathable felt installed with new battens and nail fixings. This will also provide some additional protection to the internals of the building, as an additional protective layer in the breathable felt will direct any penetrating water into the gutters. The proposal is as follows:

The scheme would involve the provision of scaffolding with a 4 phased programme to involve, stripping off all existing slates and battens, storing any undamaged slates for reuse, supply and fit breathable roofing felt with new soft wood treated battens, supply and install new insulation and re-fix slates.

Overriding aim/ambition that the scheme meets:

- To be a well-managed council
- To help make people's lives safer and healthier
- To protect and enhance the existing environmental quality of our area.

Government or other imperatives to the undertaking of this scheme:

CDM Regulations will be applicable. Health and Safety at work Act 1974.

If the scheme wasn't carried out the roof condition will continue to deteriorate and potentially lead to ingress of water causing damage to interior finishes and potentially hazardous to users of the building. Furthermore, the risk of a slipped roof slate falling and hitting a member of the public is increased with each year that passes. The risk of this is prosecution, unlimited fine and potentially a case of corporate manslaughter. This risk should be managed.

Policy and Finance Committee New capital Bid Submissions

Improving service performance, efficiency and value for money:

The renewal of the roof covering would provide the opportunity to install a breathable membrane potentially providing additional protection from water ingress and would prevent damage to ceiling tiles and roof structure reducing the costs of redecoration and replacement of tiles. The individually expensive repairs to the roof to address slipped tiles would also be avoided.

Consultation:

Feedback has been received from staff including heads of service in relation to water ingress. The areas affected have included: level D reception area, level A reception, John Heap's office and John Macholc's office.

Start date, duration and key milestones:

April 2014: Tender and undertake programme of works

June 2014: Commencement of works

August 2014: Completion and start

Financial Implications – CAPITAL:

Breakdown	2014/15 £	2015/16 £	2016/17
Contractors	165,000	-	-
Internal Staff Salaries	2,500	-	-
TOTAL	167,500	-	-

Financial Implications – ANNUAL REVENUE:

Breakdown	£
Existing Service – no change	-

Useful economic life:

It is assumed that the roof fixings will continue to deteriorate and will cause damage to the roof structure and internal areas of the offices over the next 10 years. If the works were to be carried out it would increase the functional lifespan of the offices by 25 – 30 years. If this work is not undertaken it is likely that the speed and the scale of the deterioration of the roof will accelerate. It is expected that it will increase as follows:

2014 - 10 Slipped and missing slates. Minor water ingress.

2015 - 25 Slipped and missing slates. Moderate water ingress.

2016 - 40 Slipped and missing slates. Moderate water damage.

2017 - 90 Slipped and missing slates. Significant water damage.

**Policy and Finance Committee
New capital Bid Submissions**

The necessary repair works, which can only be classed as a temporary measure before complete replacement of the roof, would have considerable cumulative revenue costs.

Additional supporting information:

A condition survey of the roof was undertaken in October 2013 and has highlighted the following areas of concern:

- Cement verges cracked with mortar missing.
- Approximately 25% Slipped slates to all roof slopes.
- Approximately 70% No lead ties visible to all roof slopes.
- Ridge tiles require re-bedding due to missing and cracked mortar.
- Staining to ceiling tiles in several areas of the offices

Impact on the environment:

N/A

Risk:

- **Political:** *Potential loss of reputation resulting from roof slates hitting a pedestrian.*
- **Economic:** *The long term benefits of investing in maintaining our buildings reduce potential defects and reduce long-term expenditure.*
- **Sociological:** *N/A*
- **Technological:** *The latest materials, including improved insulation will be specified as part of the re-roofing and should result in long term cost savings*
- **Legal:** *Legislation in relation to health and safety and injuries to the general public caused by failing roof coverings may result in claims against the council if this work is not carried out. This includes corporate manslaughter legislation.*
- **Environmental:** *Materials with a high recycled content will be specified where possible.*

**Policy and Finance Committee
New capital Bid Submissions**

BID 2: *Asbestos Abatement Scheme*

Service Area: Engineering Services

Head of Service: Terry Longden

Brief Description:

A number of the Council's properties contain asbestos materials. If poorly managed could present a risk to employees, customers and the general public.

This capital bid is to undertake the followings:

- Upgrade our Technology Forge Asset Management System to include an Asbestos module
- To update our management surveys, asbestos registers and develop a programme of works
- To remove high risk asbestos containing materials, or to encapsulate and monitor if removal is not possible

This would identify and mitigate the risk associated with asbestos containing materials (ACM's) and would enable the council to demonstrate better management of this dangerous material.

Overriding aim/ambition that the scheme meets:

- To be a well-managed council
- To help make people's lives safer and healthier.

Government or other imperatives to the undertaking of this scheme:

Health & Safety at Work Act 1974

The Control of Asbestos Regulations 2006 came into force on 13 November 2006 (Asbestos Regulations – SI 2006/2739) and brings together three previous sets of regulations covering the prohibition of asbestos, the control of asbestos at work and asbestos licensing.

The consequence of not doing the scheme would be to manage our ACMs with very limited resources in competition with other mandatory maintenance such as boiler servicing and fire alarm maintenance.

Improving service performance, efficiency and value for money:

Service performance will be improved along with ACM management systems and the quality of the associated information.

Consultation:

An asbestos awareness course was held in September 2013 and was attended by members of the surveying section, housing section and direct works team. Improvements to the current arrangements were discussed.

Policy and Finance Committee New capital Bid Submissions

Occupiers of our buildings, including Lancashire County Council's Museum Service are increasingly requesting confirmation that ACM's are being managed in an appropriate way.

Start date, duration and key milestones:

May 2014: Tender and undertake survey programme

July 2014: Undertake abatement works

August 2014: Update risk register

Financial Implications – CAPITAL:

Breakdown	2014/15 £	2015/16 £	2016/17 £
Contractors	12,000	-	-
TOTAL	12,000	-	-

Financial Implications – ANNUAL REVENUE:

Breakdown	£
Annual Support & Maintenance	250
Total Estimated <u>Annual</u> COSTS	250
Estimated Lifespan	20 Years
Total Estimated <u>Lifetime</u> COSTS	5,000
Estimated disposal/wind down costs/income	0
TOTAL Estimated <u>Lifetime</u> Revenue COSTS	5,000

Useful economic life:

N/A

Additional supporting information:

Around 4,000 people die every year as a result of breathing in asbestos fibres, making it the biggest single cause of work-related deaths in the UK. Airborne fibres can become lodged in the lungs or digestive tract, and can lead to lung cancer or other diseases, but symptoms may not appear for several decades.

Impact on the environment:

No comments made.

**Policy and Finance Committee
New capital Bid Submissions**

Risk:

- **Political:** *N/A*
- **Economic:** *N/A*
- **Sociological:** *N/A*
- **Technological:** *The latest testing methods, air filtration and safe disposal methods would be promoted as part of the scheme.*
- **Legal:** *There is the potential for individual and corporate prosecution in the case of a lack of investment in our ACM management and associated systems.*
- **Environmental:** *N/A*

**Policy and Finance Committee
New capital Bid Submissions**

***BID 3: Council Offices – Window & Roof Light
Replacement Scheme***

Service Area: Engineering Services

Head of Service: Terry Longden

Brief Description:

The aim of this scheme is to replace a number of timber framed windows and roof lights in the Council Offices. The timber beading that surround the glass panels have started to deteriorate and in some case have detached from the windows. This has the potential to present a health and safety risk to members of public and staff who use the car parks below. A number of the roof lights exhibit water ingress and they should be replaced.

Five windows and three roof lights were replaced as part of planned preventative maintenance in 2012/13 and 2013/14. The work was funded from revenue. As the remaining windows and roof lights are of the same age, they have reached a similar stage of deterioration and the rate of replacement should be increased if the risk is to be managed.

Note that fifty-seven windows and 9 roof lights have not yet been changed and it would take around 25 years to replace all of the windows under the current planned maintenance approach. The age of the building and the fixtures within that are classed as part of the building fabric is however placing additional demands on an already stretched revenue maintenance budget and the original replacement strategy (funded from Revenue) can no longer be sustained. Neither is it appropriate as the budget cannot support the necessary accelerated rate of replacement.

It should be noted that this proposal excludes the rows of PVC windows, located on level C and D. Furthermore, whilst the building is within a conservation area it should be argued that it would be acceptable to utilise modern, appropriately self-coloured uPVC replacement fixtures with a longer serviceable life than the original fittings.

Overriding aim/ambition that the scheme meets:

To be a well-managed council

To help make people's lives safer and healthier

Government or other imperatives to the undertaking of this scheme:

CDM Regulations will be applicable.

Health & Safety at Work Act 1974.

Policy and Finance Committee New capital Bid Submissions

Improving service performance, efficiency and value for money:

The scheme will improve the thermal efficiency of the Council Offices and therefore potentially result in reduced gas consumption, heating costs and associated carbon emissions.

Consultation:

Feedback has been received from staff in relation to draughts around windows and water ingress around roof lights. Corporate Management Team have been informed of the replacement of roof lights (CMT report 3rd July 2013 Item 3).

Start date, duration and key milestones:

April 2015: Specify and Tender
June 2015: Commencement of works
August 2015: Completion

Financial Implications – CAPITAL:

Breakdown	2014/15 £	2015/16 £	2016/17 £
Contractors	-	86,400	-
Internal Staff Salaries	-	2,500	-
TOTAL	-	88,900	-

Financial Implications – ANNUAL REVENUE:

Breakdown	£
Premises Related Costs	-500
Total Estimated <u>Annual</u> SAVINGS	-500
Estimated Lifespan	25 Years
Total Estimated <u>Lifetime</u> SAVINGS	-12,500
Estimated disposal/wind down costs/income	0
TOTAL Estimated <u>Lifetime</u> Revenue SAVING	-12,500

Useful economic life:

The life of the new windows and roof lights would exceed 25 years.

Additional supporting information:

N/A

**Policy and Finance Committee
New capital Bid Submissions**

Impact on the environment:

Modern fittings provide improved insulation and promote energy conservation. Potential loss of reputation from timber windows failing and section falling onto pedestrians below.

Risk:

- **Political:** *N/A*
- **Economic:** *N/A*
- **Sociological:** *N/A*
- **Technological:** *We will specify replacement windows that are thermally efficient making use of the latest technology.*
- **Legal:** *Health & Safety at Work Act 1974. Potential for corporate manslaughter legislation if section were to fall on pedestrians.*
- **Environmental:** *N/A*

**Policy and Finance Committee
New capital Bid Submissions**

BID 4: *Council Chambers – Seating Renewal Scheme*

Service Area: Corporate & Democratic Core

Head of Service: Terry Longden

Brief Description:

The aim of this scheme is to renew the tired and dated chairs in the Council Chambers.

The chairs are over 15 years old and have been repaired on a number of occasions. However the quality of these repairs is being increasingly hampered by the age and condition of the surrounding timber. In order to prevent the furniture becoming dangerous, it is proposed that the chairs are replaced. Unfortunately, it is noted that the chairs are obsolete and therefore individual chairs cannot be replaced.

There are 45 chairs in total, of which 3 have become dangerous and have been taken out of service, including the chairman's seat.

Overriding aim/ambition that the scheme meets:

To be a well-managed council

To help make people's lives safer & healthier

Government or other imperatives to the undertaking of this scheme:

Health & Safety at Work etc Act 1974

Improving service performance, efficiency and value for money:

The operation of the Civic Suite and particularly the Council Chambers is essential to ensuring the smooth running of the Council.

Consultation:

A number of council members and staff have commented on the condition of the furniture to the Surveying Section. Legal services have raised the issue at a senior level.

Start date, duration and key milestones:

May 2015: Contact potential suppliers and request samples.

July 2015: Consultation with CMT regarding design / material options.

September 2015: Obtain firm quotations and place order.

November 2015: Receive delivery of new furniture, recycle redundant chairs.

**Policy and Finance Committee
New capital Bid Submissions**

Financial Implications – CAPITAL:

Breakdown	2014/15 £	2015/16 £	2016/17 £
Equipment/Materials	-	-	10,500
Internal Staff Salaries	-	-	750
TOTAL	-	-	11,250

Financial Implications – ANNUAL REVENUE:

Breakdown	£
Premises Related Costs (annual costs for furniture repairs)	-150
Total Estimated <u>Annual</u> SAVINGS	-150
Estimated Lifespan	15 years
Total Estimated <u>Lifetime</u> SAVINGS	-2,250
Estimated disposal/wind down costs/income	0
TOTAL Estimated <u>Lifetime</u> Revenue SAVING	-2,250

Useful economic life:

The expected useful economic life of the new furniture would be 15 years.

Additional supporting information:

The operation of the Council chambers is important in ensuring the smooth running of the Council.

Impact on the environment:

The selection of chairs with a high recycled content will be included in the procurement process.

Risk:

- Political: *N/A*
- Economic: *N/A*
- Sociological: *N/A*
- Technological: *N/A*
- Legal: *N/A*
- Environmental: *N/A*

Scheme Title	2014/15 £	2015/16 £	2016/17 £	TOTAL £
<u>Previously Approved Bids</u>				
Clitheroe Townscape Scheme		115,000		115,000
Subtotal of Previously Approved Bids	0	115,000	0	115,000
<u>New Bids Received (As at Annex 1)</u>				
Council Offices – Re-roofing Scheme	167,500			167,500
Asbestos Abatement	12,000			12,000
Council Offices – Window and Rooflight Replacement Scheme		88,900		88,900
Council Chambers – Seating Renewal Scheme			11,250	11,250
Subtotal of New Bids Received (As at Annex 1)	179,500	88,900	11,250	279,650
TOTAL	179,500	203,900	11,250	394,650
Net Total Bids Submitted	179,500	136,900	11,250	327,650

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 7

meeting date: 28 JANUARY 2014
 title: REVISED REVENUE BUDGET 2013/14
 submitted by: DIRECTOR OF RESOURCES
 principal author: TRUDY HOLDERNESS

1 PURPOSE

- 1.1 To agree a revised revenue budget for 2013/14 for consideration at Special Policy and Finance Committee.

2 BACKGROUND

- 2.1 The original estimate for this current financial year was set in March 2013. As members will be aware, there can be numerous variations to the budget that come to our attention as the year progresses, particularly through the budget monitoring process.
- 2.2 At this time of year we take the opportunity to revise the estimates for the current financial year in order to better assess the level of movement anticipated within our earmarked reserves and balances, and to allow us to better forecast for the coming financial year.
- 2.3 The 2013/14 budget included provision for price increases of 2.5% and a pay increase of 1%.

3 RESTATING OF ORIGINAL ESTIMATE

- 3.1 The original estimate that was approved in March 2013, and which is shown in the budget book, this does not show virements between budget heads that have been approved.
- 3.2 To allow a better comparison of the budget to the revised estimate within this report, the budget that was originally approved in March has been restated, to include any virements between budget heads approved by the Director of Resources, details of which are as follows:-

DETAIL OF VIREMENT	AMOUNT £
Computer Services – transfer of photocopier/printer cost to financial services who are the main users	-1,110
Financial Services – transfer of photocopier/printer cost to financial services who are the main users	1,110
Computer Services –cost of upgrading cash receipting software	11,320
Council Tax – increased summonses income to cover cost of upgrading cash receipting software	-11,320
Council Tax – reduction in budget for reference books to cover costs of a reference book specifically for business rates	-150
National non domestic rates – increase budget for reference books to cover costs of a reference book specifically for business rates	150
Policy and Finance Grants & Subscriptions – transfer of budget to cover cost of supporting a Police Community Support Officer within Community Committee	-11,000
Contact Centre – increase in budget for non-recurring purchase of equipment to fund the purchase of a software licence to be funded	2,990

DETAIL OF VIREMENT	AMOUNT £
from Localised Council Tax Support new burden grant	
Council Offices – increase in repair & maintenance of buildings budget to fund various maintenance items. This has been transferred from various other repairs and maintenance budgets	12,970
Civic Suite – decrease in repair & maintenance of buildings budget to contribute towards the increased council offices repair & maintenance budgets	-650
Estates – increase in repair & maintenance of buildings budget to fund various maintenance items.	5,800

3.3 Overall the total net budget for the council has not changed, but at a committee level this has the impact of increasing or decreasing the budget levels on a number of service cost centres, which for this committee results in a net increase in budget.

3.4 The impact of this restatement has been summarised in the table below:

Service Area	Original Estimate £	Restated Original Estimate £
Organisation & Member Development	-4,300	-4,300
Legal Services	-20,620	-20,620
Computer Services	-2,220	7,990
Financials Services	-8,160	-7,050
Policy & Performance	182,390	182,390
Revenues & Benefits	-8,950	-5,960
Office & Civic Accommodation	-900	11,420
Corporate Management	366,360	366,360
Chief Executives	-13,660	-13,660
Council Tax & Business Rates	366,890	355,570
Democratic & Civic Expenses	488,550	488,550
Electoral Administration	101,010	101,010
Meals on Wheels / Luncheon Clubs	17,900	17,900
Land Charges	35,950	35,950
Licensing	26,300	26,300
Civil Defence	69,140	69,140
Superannuation, Audit, etc.	-107,460	-107,460
Estates	14,510	20,310
Grants & Subscriptions	153,750	142,750
Economic Development	83,390	83,390
Net Cost of Services	1,739,870	1,749,980
Earmarked Reserves	388,300	388,300
Total	2,128,170	2,138,280

4 REVISED REVENUE BUDGET 2013/14

4.1 The revised budget is £54,650 higher than the restated original estimate. This is reduced to £32,240 lower than the restated 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	Restated Original Estimate 2013/14 £	Movement in Expenditure £	Movement in Income £	Movement In Support Services £	Movement in Capital Costs £	Revised Estimate 2013/14 £
CEXEC	Chief Executives Department	-13,660	860	-620	13,420	0	0
OMDEV	Organisation & Member Development	-4,300	3,170	10	1,120	0	0
CSERV	Corporate Services	182,390	-1,530	1,150	-4,040	0	177,970
CORPM	Corporate Management	366,360	0	0	-17,950	0	348,410
CIVST	Civic Suite	-810	-130	150	1,030	-240	0
CLOFF	Council Offices	12,230	-5,670	-910	-2,140	-3,510	0
EMERG	Community Safety	69,140	1,230	0	-10,200	0	60,170
CLTAX	Council Tax	318,510	100	-9,340	8,890	0	318,160
NNDRC	National Non Domestic Rates	37,060	-610	2,330	-120	0	38,660
ELADM	Election Administration	31,870	0	0	-450	0	31,420
DISTC	District Elections	0	1,550	0	0	0	1,550
BYELE	District By Elections	0	3,140	0	0	0	3,140
LANCS	Lancashire Elections	0	84,170	-84,170	0	0	0
ELECT	Register of Electors	69,140	9,530	-9,020	-180	0	69,470
ATTEN	Mayor's Attendant	-210	-2,080	0	2,290	0	0
CIVCF	Civic Functions	61,860	-360	-160	-2,990	0	58,350
COSDM	Cost of Democracy	426,900	-2,620	-100	-990	0	423,190
MAYCR	Mayoral Transport	0	30	0	-30	0	0
LICSE	Licensing	26,300	-3,660	2,070	-19,260	0	5,450
LANDC	Land Charges	35,950	1,820	-3,560	-420	0	33,790
FGSUB	Grants and Subscriptions	142,750	12,920	0	-1,990	0	153,680
ESTAT	Estates	20,310	0	-2,430	-4,290	0	13,590
VARIOUS	Meals on Wheels & Luncheon Clubs	17,900	-7,790	5,170	30	0	15,310
FMISC	Policy & Finance Miscellaneous	-241,130	1,160	67,850	2,940	0	-169,180
COMPR	Computers	7,990	-14,050	0	7,920	-1,860	0
PERFM	Performance Reward Grants	7,500	14,100	0	0	0	21,600
SUPDF	Superannuation Deficiency Payments	126,170	-2,420	0	10	0	123,760
FSERV	Financial Services	-7,050	1,360	-130	5,820	0	0

Cost Centre	Cost Centre Name	Restated Original Estimate 2013/14 £	Movement in Expenditure £	Movement in Income £	Movement In Support Services £	Movement in Capital Costs £	Revised Estimate 2013/14 £
LSERV	Legal Services	-20,620	3,940	-270	16,950	0	0
CONTC	Contact Centre	650	-60	0	410	-1,000	0
REVUE	Revenues and Benefits	-6,610	4,970	0	1,640	0	0
ALBNM	Albion Mill	-3,870	800	-560	-50	0	-3,680
INDDV	Economic Development	87,260	0	0	-7,440	0	79,820
NET COST OF SERVICES		1,749,980	103,870	-32,540	-10,070	-6,610	1,804,630

ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES							
FNBAL H230	Election Fund	20,880	0	-4,690	0	0	16,190
FNBAL H261	Lalpac Reserve	-460	460	0	0	0	0
FNBAL H279	Community Safety	0	0	-1,270	0	0	-1,270
CPBAL H330	Revenue Contribution to Capital	0	5,990	-330	0	0	5,660
FNBAL H269	Valuation of Assets Reserve	2,000	0	0	0	0	2,000
FNBAL H272	Land Charges Restitution Reserve	0	0	-1,010	0	0	-1,010
FNBAL H323	Voluntary Organisation Reserve	0	0	-3,720	0	0	-3,720
FNBAL H325	VAT Shelter Reserve	356,970	0	-67,970	0	0	289,000
FNBAL H326	Performance Reward Grants Reserve	-7,500	0	-14,100	0	0	-21,600
FNBAL H337	Equipment Reserve	0	0	-240	0	0	-240
FNBAL H354	Community Right to Bid Reserve	7,860	0	-10	0	0	7,850
FNBAL H359	Community Right to Challenge	8,550	0	0	0	0	8,550
NET BALANCES AND RESERVES		388,300	6,450	-93,340	0	0	301,410
NET EXPENDITURE		2,138,280	110,320	-125,880	-10,070	-6,610	2,106,040

- 4.2 The difference between the revised and original estimate is an estimated decrease in net spending of £32,240 after allowing for transfers to and from earmarked reserves. The main reasons for this are shown at Annex 1. However, a summary of the main variances is given below:

Description	Variances from restated original estimate to revised estimate £
Organisation & Member Development Provision made in original estimate for staff turnover. This is not being achieved.	5,020
Council Tax Increase in income from summonses	-9,340
Lancashire County Council Elections Expenditure on elections to be recharged to Lancashire County Council	84,170
Income due from Lancashire County Council to fund cost of election carried out on their behalf	-84,170
Register of Electors	
Increase in cost of register of electors canvassers fees and provision for temporary staff.	9,840
Grant from Ministry of Justice to cover additional cost associated with individual electoral registration	-8,910
Grants and Subscription Increase in grants to voluntary bodies due to grant funding for Efficiency Support for Services in Sparse areas and slippage of grant from 2012/13 to be met from earmarked reserve	13,200
Meals on Wheels / Luncheon Clubs Reduced transport, purchase of equipment and meals due to fewer recipients	-7,790
Reduced income from grant from Lancashire County Council due to reduced net cost and reduced income from sale of meals	5,170
Policy and Finance Miscellaneous Expenses Reduced income from Symphony homes in respect of VAT shelter monies resulting in lower contribution to earmarked reserve	67,970
Performance Reward Grants Increase in schemes anticipated to be completed by March 2014, expenditure to be met from earmarked reserve.	14,100
Computer Services Reduced employee related expenses due to vacant posts	-14,050

5 CONCLUSION

- 5.1 The difference between the revised and original estimate is an estimated decrease in net spending of £32,240 after allowing for transfers to and from earmarked reserves.

6 RISK ASSESSMENT

- 6.1 The approval of this report may have the following implications

- Resources – approval of the revised estimate would see a reduction in net expenditure of £32,240 after allowing for transfers to and from earmarked reserves.

- Technical, Environmental and Legal – none identified
- Political – none identified
- Reputation – sound financial planning safeguards the reputation of the council.
- Equality and Diversity – equality and diversity issues are considered in the provision of all council services.

7 RECOMMENDED THAT COMMITTEE

- 7.1 Approve the revised budget for 2013/14 and submit this to the Special Policy and Finance Committee subject to any further consideration by the Budget Working Group.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF3-14/TH/AC

For further background information please ask for Trudy Holderness extension 4436.

BACKGROUND PAPERS – None

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Chief Executive					
Increase in employee costs mainly from cover for vacant posts in environmental health section offset by reduced mileage and reduced car leasing payments.	790				790
Increase in insurance costs recharged to service	1,610				1,610
Reduction in subscriptions to outside bodies and conference expenses	-1,430				-1,430
Increase in support costs recharged mainly from Council offices offset by reduction in costs from Financial services and Organisation and Member Development due to changes in cost allocation of these services			1,070		1,070
The decrease in net expenditure is reflected in reduced recharges to other services			12,270		12,270
Organisation & Member Development					
Increase in employee related expenses mainly due to provision for staff turnover not being achieved	5,020				5,020
Reduction in provision for telephone call charges due to fall in average call costs and also reduction in provision for maintenance of equipment due to replacement equipment contracts being at a lower cost	-1,500				-1,500

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Reduction in support costs mainly from council offices, Computer services and legal services due to changes in cost allocation of these services			-8,480		-8,480
The decrease in net expenditure is reflected in reduced recharges to other services			9,600		9,600
Corporate Services					
Establishment of a postage budget for perception surveys	500				500
Reduction in provision for subscription to outside bodies as no longer required	-940				-940
Lower costs in production and Ribble Valley news due to no advertising income being received	-1,090	1,150			60
Reduced support costs mainly from organisation and member development due to changes in cost allocation of these services			-4,040		-4,040
Corporate Management					
Increase in support costs mainly from Financial Services, Legal services and Chief Executives due to changes in cost allocation of these services			-17,950		-17,950
Civic Suite					
Reduced employee costs due to reduction in overtime provision and temporary cover for Town Hall Keeper	-930				-930
Increase in energy costs	470				470
Purchase of photocopier funded from reserves	240				240

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Increase in support costs mainly from Legal services, Organisation and Member Development and Community services due to changes in cost allocation of these services			2,560		2,560
The increase in net expenditure is reflected in increased recharges to other services			-1,530		-1,530
Council Offices					
Reduction in employee related expenses due to vacant posts and less temporary cover.	-2,180				-2,180
Reduction in premises related expenses mainly due to reduction in share of insurance costs and reduction in provision for cleaning materials	-3,000				-3,000
Increase in support costs mainly from community services offset by a reduction from Organisation & Member Development due to changes in cost allocations of these services.			580		580
Reduction in depreciation charge mainly due to reduction in the asset value following an impairment review by the District Valuer				-3,510	-3,510
The increase in net expenditure is reflected in increased recharges to other services			-2,720		-2,720
Community Safety					
Increase in purchase of equipment due to slippage of expenditure on the Business Continuity plan from 2011/12. Expenditure to be met from earmarked reserve established at the end of 2011/12	1,270				1,270

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Decrease in support costs mainly from chief executives due to changes in the allocation of costs from these services			-10,200		-10,200
Council Tax					
Increase in support costs mainly from financial and computer services offset by reduction in support cost from Revenues due to changes in cost allocations of these services			8,890		8,890
Increase in income from court costs and summonses		-9,340			-9,340
National Non Domestic Rates					
Reduction in court costs and bailiff fees offset by increase in discretionary grants	-610				-610
Reduction in support costs mainly from Financial services offset by increase in computer support due to changes in cost allocation of these services			-120		-120
Reduced income from summonses offset by increase in cost of collection grant and court costs		2,330			2,330
Election Administration					
Reduction in support costs mainly from Legal services offset by increase from Financial services due to changes in cost allocation of these services			-450		-450
District Elections					
Share of cost of polling station equipment purchased for Lancashire County Elections, expenditure to be met from earmarked reserve fund.	1,550				1,550

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
District By-Elections					
Cost of district by-election, expenditure to be met from earmarked reserve fund.	3,140				3,140
Lancashire Elections					
Cost of Lancashire County election, expenditure to be reimbursed from the Lancashire County Council.	84,170	-84,170			0
Register of Electors					
Increase in cost of register of electors canvassers fees and temporary staff due to change to individual electoral registration to be grant funded from Ministry of Justice	9,840				9,840
Grant from Ministry of Justice to reimburse Authorities for expenditure incurred on move towards individual electoral registration.		-8,910			-8,910
Reduction in support costs mainly from legal services due to changes in cost allocations of these services			-180		-180
Mayor's Attendant					
Decrease in employee costs mainly due to less overtime for attendant and less temporary cover required	-2,080				-2,080
Reduced support costs mainly from organisation and member development due to changes in cost allocation of these services			-570		-570
The decrease in net expenditure is reflected in reduced recharges to other services			2,860		2,860

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Civic Functions					
Reduction in support costs mainly from Mayor's attendant due to reduced costs within this service			-2,990		-2,990
Cost of Democracy					
Reduction in provision for purchase of equipment and materials and also basic and special responsibility allowances to be set aside as a contribution towards the purchase of tablet devices to meet PSN criteria	-3,000				-3,000
Reduction in support costs mainly from Legal services and Organisation and Member development offset by an increase from Financial services due to changes in cost allocations from these services			-990		-990
Licensing					
Reduction in expenditure on taxi plaques offset by reduced income	-1,720	1,000			-720
Reduced software support cost due to Lalpac support being maintained at 2012 level	-1,200				-1,200
Reduced support costs mainly from Legal services offset by increased from Chief executives due to changes in cost allocations from these services			-19,260		-19,260
Land Charges					
Increase in insurance costs recharged to service	810				810

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Additional costs from legal fees due to contribution to Local Government Association for administration of restitution claims from removal of personal search charge. Expenditure to be met from earmarked reserve fund	1,010				1,010
Reduced support costs from Community and Financial services offset by increase from legal services due to changes in cost allocations from these services			-420		-420
Increase in income from searches		-3,560			-3,560
Grants & Subscriptions					
Increase in grants to voluntary bodies due to additional grant funding Efficiency Support for Services in Sparse Areas (ESSSA) and also funding for completion of a scheme slipped from 2012/13 met from an earmarked reserve	13,200				13,200
Reduction in support costs from financial services due to changes in cost allocation of this service			-1,990		-1,990
Estates					
Reduction in support costs mainly from Legal services due to changes in cost allocations from these services			-4,290		-4,290
Increase in income from freehold sales to be added to capital reserve		-2,830			-2,830
Meal on wheels / Luncheon clubs					
Reduction in transport, equipment and materials and meal costs	-7,790				-7,790

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Reduction in grant from LCC due to reduced cost of service		2,610			2,610
Reduction in income for sale of meals due to reduction in recipients		2,560			2,560
Policy and finance miscellaneous expenses					
Increase in external audit fees mainly from audit of grant claims	1,980				1,980
Reduced income from symphony homes in respect of VAT shelter monies resulting in a lower contribution to the earmarked reserve		67,970			67,970
Reduced bank charges offset by reduction in Recharge to other services	-820		830		10
Increased support costs from Financial services due to changes in cost allocations from this service			4,300		4,300
Reduced debt management expenses due to changes in cost allocations to the service			-2,190		-2,190
Performance Reward Grants					
Increase in schemes anticipated to be completed by March 2014, expenditure to be funded from earmarked reserves.	14,100				14,100
Superannuation Deficiency Payment					
Reduction in number of beneficiaries	-2,420				-2,420
Computer Services					
Reduction in employee related expenses due to vacant posts.	-14,050				-14,050

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Increase in support costs mainly from financial services due to changes in cost allocations of the service.			2,840		2,840
The reduced net expenditure is reflected in a decrease in recharges to other services			5,080		5,080
Reduction in depreciation due to reduced capital expenditure in 2012/13				-1,860	-1,860
Financial Services					
Increase in employee related expenditure due to provision for staff turnover not being achieved	2,250				2,250
Reduction in other publication costs due to the reduction in subscription levels to CIPFA online technical and statistical information streams and reduction in CIPFA conference expenses.	-2,700				-2,700
Reduction in conference expenses as CIPFA conference not attended	-1,030				-1,030
Reduction in support costs mainly from Organisation and Member development offset by increase in accommodation charge due to changes in cost allocations from these services			-1,080		-1,080
The decrease in net expenditure is reflected in a decrease in recharges to other services			6,900		6,900
Legal Services					
Increase in employee related expenditure due to provision for staff turnover not being achieved	4,430				4,430

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Increase in support costs mainly from Financial services offset by a reduction in support costs from Organisation and member development due to changes in cost allocation of these services.			1,300		1,300
The decrease in net expenditure is reflected in a decrease in recharges to other services			15,650		15,650
Contact Centre					
Increase in support costs mainly from Financial services and Organisation & Member Development offset by a reduction in support costs from computer services due to staff vacancies in this service			3,580		3,580
Reduction in depreciation due to reduced capital expenditure in 2012/13				-1,000	-1,000
The increase in net expenditure is reflected in increased recharges to other services			-3,170		-3,170
Revenue Services					
Increase in Employee related expenses as provision for staff turnover not being achieved	5,100				5,100
Increase in support costs mainly from Financial Services, Contact Centre and Organisation & Member Development due to changes in cost allocation of these services			2,580		2,580
The increase in net expenditure is reflected in increased recharges to other services			-940		-940
Albion Mill					
Part year Increase in rent of buildings offset by increase in income collected	800	-560			240

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Economic Development					0
Reduction in support costs from Ground Maintenance, Community services and Chief Executives due to changes in cost allocations of these services.			-7,440		-7,440
Other	80	-790	40	-240	-910
Sub-Total	103,870	-32,540	-10,070	-6,610	54,650
RESERVES					
Election reserve - funding for expenditure on District elections		-4,690			-4,690
Equipment - funding for photocopier in Civic Suite		-240			-240
Emergency plan reserve - contribution for business continuity plan		-1,270			-1,270
Voluntary Organisation Grant reserve - funding for expenditure on schemed from 2012/13		-3,720			-3,720
Performance reward grants - slippage		-14,100			-14,100
Vat Shelter - reduction in contribution to reserve due to reduced income from Symphony homes		-67,970			-67,970
Land Charges Restitution Reserve - Funding for administration charge		-1,010			-1,010
Lalpac reserve - Funding not required due to expenditure made in 2011/12 related to a five year deal	460				460

POLICY AND FINANCE COMMITTEE
VARIANCES FROM RESTATED ORIGINAL ESTIMATE TO REVISED ESTIMATE 2013/14

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL COSTS £	TOTAL MOVEMENT £
Capital reserve fund - Contribution to reserve from freehold sales and reduction in budgets for the purchase of tablet devices offset by part refund due on monies received from rent of land last year	5,990	-330			5,660
Other		-10			-10
Total	110,320	-125,880	-10,070	-6,610	-32,240

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO POLICY AND FINANCE COMMITTEE

DECISION

Agenda Item No 8

meeting date: 28 JANUARY 2014
title: ORIGINAL REVENUE BUDGET 2014/15
submitted by: DIRECTOR OF RESOURCES
principal author: TRUDY HOLDERNESS

1 PURPOSE

1.1 To agree the draft revenue budget for 2014/15, for consideration at Special Policy and Finance Committee.

2 BACKGROUND

2.1 The three year forecast to Policy and Finance Committee in September showed that significant reductions to our budget of £526k and £1.126m would be necessary for 2014/15 and 2015/16 based on our indicative grant allocation following a consultation in the summer and after allowing for use of balances of £150k for each year.

2.2 Our provisional Settlement Funding Assessment, announced on the 18 December 2013, is £2,603,416 for 2014/15 and £2,204,012 for 2015/16. In comparison our current year's allocation is £2,961,659. These represent therefore a reduction of 12% and 26% correspondingly.

2.3 The Government announce movements in our 'Spending Power' which includes income from Council Tax Payers, New Homes Bonus and other grants when quoting our funding allocations. According to the Government we will face a reduction in our Spending Power of 2.3% in 2014/15 and 3.6% in 2015/16.

2.4 The Budget Working Group is meeting regularly to consider the council's budget for next year and have suggested **four options** to address the budget shortfall:

- Whether the Council Tax should be increased for 2014/15
- Examination in detail of our underspends and overspends to ensure our base budget is accurate
- Consider increasing the amount of New Homes Bonus we use to finance the revenue budget
- Examination of how much business rates growth we can realistically expect to rely upon.

2.5 The Budget Working Group will be continue to meet over the coming weeks and will ultimately make recommendations to Special Policy and Finance on 11 February 2014.

3 2014/15 DRAFT REVENUE BUDGET

4.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for a prices increase of 2.75%. In preparing our estimates we have made a provision for a pay award of 1%. However, any pay award for local government will be agreed nationally.

4.2 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2013/14 Original Estimate, to the proposed Original Estimate for 2014/15. Comments are also provided on the main variances.

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. The Regeneration and Housing section is responsible for providing support for regeneration in the area, community safety and provide the council's 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 5.26. 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	963,980	26,510	-16,700	-48,830	0	0	924,960
Transport Related	28,620	790	-370	-580	0	0	28,460
Supplies and Services	22,960	590	-60	-900	120	0	22,710
Support Services	178,330	0	0	0	2,800	0	181,130
Total Expenditure	1,193,890	27,890	-17,130	-50,310	2,920	0	1,157,260
Customer and Client Receipts	-20	0	0	0	0	0	-20
Departmental Recharges	-1,207,530	0	0	0	50,290	0	-1,157,240
Total Income	-1,207,550	0	0	0	50,290	0	-1,157,260
NET	-13,660	27,890	-17,130	-50,310	53,210	0	0
Comments							
<p>The decrease in employee related expenses represents several changes. These include the provision for a pay increase of 1% with effect from 1st April 2014, incremental increases , reduced cost of £62,180 due to the transfer of forward planning staff to Community services and extra net costs of £11,420 relating to a change in pension contributions following the three year actuarial review of our scheme</p> <p>The reduction in transport cost relates to the net effect of a reduction in the provision for mileage and lease car payments offset by an increase in the share of vehicle insurance as a result of previous claims. The reduced supplies and service costs result from a lower contribution to the North West Housing Consortium than originally estimated and terminating our membership with the North West Housing Forum.</p> <p>There has been an increase in support costs due to changes in staff time allocated to the service .</p> <p>The net effects of these changes are reflected in a decrease in the consequential department recharges.</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 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	308,720	8,480	-5,080	3,680	0	0	315,800
Transport Related	6,020	160	-100	40	0	0	6,120
Supplies and Services	39,220	1,070	-80	-3,210	0	0	37,000
Support Services	84,390	0	0	0	-7,340	0	77,050
Depreciation and Impairment	4,630	0	0	0	0	0	4,630
Total Expenditure	442,980	9,710	-5,260	510	-7,340	0	440,600
Other grants & reimbursements	-30	0	0	30	0	0	0
Customer and Client Receipts	-3,940	-100	0	0	0	0	-4,040
Departmental Recharges	-443,310	0	0	0	6,750	0	-436,560
Total Income	-447,280	-100	0	30	6,750	0	-440,600
NET	-4,300	9,610	-5,260	540	-590	0	0
Comments							
<p>The increase in employee related expenses represents a provision for a pay increase of 1% with effect from 1st April 2014 and extra net costs of £3,790 relating to a change in pension contributions following the three year actuarial review of our scheme.</p> <p>The decrease in supplies & services is from a reduction in printing and stationery costs due to continuing procurement savings, reduced maintenance costs due to replacement equipment leased at a lower cost and a reduction in call charges based on current trends</p> <p>There has been an decrease in support service costs due to changes in cost allocations from other services.</p> <p>Departmental recharges have been reduced due to the reduction in the net expenditure of the service.</p>							

5.3 CORPORATE SERVICES

Service Description							CSESV
<p><i>The cost of 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, which is recharged here from the Organisation and Member Development Cost Centre.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs.							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Supplies and Services	24,530	670	-40	-1,530	0	0	23,630
Support Services	159,010	0	0	0	-2,760	0	156,250
Total Expenditure	183,540	670	-40	-1,530	-2,760	0	179,880
Customer and Client Receipts	-1,150	-30	30	1,150	0	0	0
Total Income	-1,150	-30	30	1,150	0	0	0
NET	182,390	640	-10	-380	-2,760	0	179,880
Comments							
<p>In addition to an inflationary increase to supplies and services there has been a reduction in the provision for producing the Council's newsletter due to no advertising income and a small increase to establish a postages budget provision for survey work such as the perception survey.</p> <p>The changes in support costs have decreased as a result of changes to cost allocations to this service.</p> <p>The provision for advertising income has been removed</p>							

5.4 CORPORATE MANAGEMENT

Service Description							CORPM
<p><i>Corporate Management concerns those activities and costs that provide the infrastructure to allow 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, 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Support Services	366,360	0	0	0	-9,190	0	357,170
Total Expenditure	366,360	0	0	0	-9,190	0	357,170
NET	366,360	0	0	0	-9,190	0	357,170
Comments							
The support service cost has decreased following the annual review of time allocations.							

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							
<p>To be a well managed council providing efficient services based on identified customer needs</p>							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	10,680	290	-170	-40	0	0	10,760
Premises Related	26,210	720	290	350	0	0	27,570
Supplies and Services	2,170	60	-50	90	0	0	2,270
Support Services	22,400	0	0	0	3,430	0	25,830
Depreciation and Impairment	10,210	0	0	0	0	-1,120	9,090
Total Expenditure	71,670	1,070	70	400	3,430	-1,120	75,520
Customer and Client Receipts	-5,230	-150	20	150	0	0	-5,210
Departmental Recharges	-66,600	0	0	0	-3,710	0	-70,310
Total Income	-71,830	-150	20	150	-3,710	0	-75,520
NET	-160	920	90	550	-280	-1,120	0
Comments							
<p>There has been an increase in support services costs due to an increase in costs allocated to this service</p> <p>Depreciation costs have been reduced as the capital cost for replacing the heating controls in the civic suite has now been fully depreciated and also there has been an impairment in the value of the property at the end of March 2013 following a review of the valuation of our assets by the Valuation Office.</p> <p>As a result of the overall increase in net expenditure, the departmental recharge has been increased.</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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	43,450	1,190	-730	1,760	0	0	45,670
Premises Related	144,880	3,900	1,860	-2,580	30	0	148,090
Supplies and Services	8,330	230	0	-330	0	0	8,230
Third Party Payments	960	30	0	0	0	0	990
Support Services	46,240	0	0	0	1,860	0	48,100
Depreciation and Impairment	35,980	0	0	0	0	-12,320	23,660
Total Expenditure	279,840	5,350	1,130	-1,150	1,890	-12,320	274,740
Customer and Client Receipts	-8,580	-230	-750	100	0	0	-9,460
Departmental Recharges	-272,000	0	0	0	6,720	0	-265,280
Total Income	-280,580	-230	-750	100	6,720	0	-274,740
NET	-740	5,120	380	-1,050	8,610	-12,320	0
Comments							
<p>The increase in employee related expenses represents a provision for a pay increase of 1% with effect from 1st April 2014 and extra net costs of £1,760 relating to a change in pension contributions following the three year actuarial review of our scheme.</p> <p>In addition to general inflation, premises expenses have been increase by an above inflationary increase for electricity and gas, based on forecast prices. There has also been a reduction in the share of premises insurance charged to the service.</p> <p>There is an increase in support costs due to increases in costs allocated to the service.</p> <p>Depreciation costs have been reduced following the capital scheme for a replacement boiler being fully depreciated and also there has been an impairment review carried out at March 2013 following a review of the valuation of our assets by the Valuation Office.</p> <p>There has been an increase in the charge made for the phone mast following a review, resulting in additional income offset by a removal of receipts from the vending machine</p> <p>The net effects of these changes are reflected in a decrease in the recharges to other departments</p>							

5.7 COMMUNITY SAFETY

Service Description							EMERG
<p><i>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.</i></p>							
Link to Ambitions							
To help make people's lives safer and healthier							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Supplies and Services	9,780	240	0	-40	110	0	10,090
Support Services	59,360	0	0	0	-10,120	0	49,240
Total Expenditure	69,140	240	0	-40	-10,010	0	59,330
NET	69,140	240	0	-40	-10,010	0	59,330
Comments							
<p>The decrease in support costs is due to changes in allocation of costs to this service. This is mainly a decrease in recharge from the Chief Executive's Department.</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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Supplies and Services	56,890	1,360	-60	1,580	-280	0	59,490
Support Services	341,650	0	0	0	-430	0	341,220
Depreciation and Impairment	12,500	0	0	0	0	0	12,500
Total Expenditure	411,040	1,360	-60	1,580	-710	0	413,210
Other grants, Reimbursement and contributions	-860	-20	0	-750	0	0	-1,630
Customer and Client Receipts	-80,200	-2,210	2,210	-3,520	0	0	-83,720
Total Income	-81,060	-2,230	2,210	-4,270	0	0	-85,350
NET	329,980	-870	2,150	-2,690	-710	0	327,860
Comments							
<p>There has been a net increase in court costs shown as unavoidable changes in supplies and services and other contributions which has been offset by an anticipated increase in summonses income.</p> <p>The increase in support cost is as a result of changes in cost allocations to this service.</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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Supplies and Services	1,680	30	-10	-90	-30	0	1,580
Transfer Payments	24,660	680	0	30	0	0	25,370
Support Services	104,910	0	0	0	6,350	0	111,260
Total Expenditure	131,250	710	-10	-60	6,320	0	138,210
Government Grants	-85,290	-2350	2350	-660	0	0	-85,950
Other Grants and Contributions	-50	0	0	0	0	0	-50
Customer and Client Receipts	-9,000	-250	250	3000	0	0	-6,000
Total Income	-94,340	-2,600	2,600	2,340	0	0	-92,000
NET	36,910	-1,890	2,590	2,280	6,320	0	46,210
Comments							
<p>There has been an inflationary increase in discretionary grants within transfer payments.</p> <p>An increase in support costs is due to changes in allocations of costs to this service.</p> <p>It is also anticipated that there will be a fall in income from summonses based on current trends</p>							

5.10 ELECTION ADMINISTRATION

Service Description							ELADM
<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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Support Services	31,870	0	0	0	1,100	0	32,970
Total Expenditure	31,870	0	0	0	1,100	0	32,970
NET	31,870	0	0	0	1,100	0	32,970
Comments							
Increase in support costs due to changes in allocation of costs to this service.							

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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	13,150	360	0	0			13,510
Supplies and Services	32,760	910	-30	21,290			54,930
Support Services	24,450	0	0	0	6,600		31,050
Total Expenditure	70,360	1,270	-30	21,290	6,600	0	99,490
Other grants and reimbursements	0	0	0	-21,600			-21,600
Customer and Client Receipts	-1,220	-30					-1,250
Total Income	-1,220	-30	0	-21,600	0	0	-22,850
NET	69,140	1,240	-30	-310	6,600	0	76,640
Comments							
There has been an inflationary increase in canvassers fees within employee related expenses.							
There has been an inflationary increase in supplies and services costs plus an introduction of a provision for non recurring expenditure as a result of the move towards individual electoral registration which is to be funded from a grant from the Ministry of Justice, as shown under other grants and disbursements.							
There is a increase in support service costs due to changes in cost allocation to this service.							

5.12 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	13,960	380	-240	-250	0	0	13,850
Supplies and Services	380	10	10	0	0	0	400
Support Services	5,060	0	0	0	-450	0	4,610
Total Expenditure	19,400	390	-230	-250	-450	0	18,860
Departmental Recharges	-19,610	0	0	0	750	0	-18,860
Total Income	-19,610	0	0	0	750	0	-18,860
NET	-210	390	-230	-250	300	0	0
Comments							
Employee related expenses have been increased by the pay award provision and changes to national insurance bandings.							
The support service costs have been reduced due to changes in cost allocations to this service.							
The overall reduction in net expenditure is reflected in a decrease in the departmental recharges.							

5.13 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Premises Related	480	10	0	-110	0	0	380
Transport Related	9,630	0	0	0	-1,050	0	8,580
Supplies and Services	22,480	630	0	0	0	0	23,110
Support Services	29,270	0	0	0	-600	0	28,670
Total Expenditure	61,860	640	0	-110	-1,650	0	60,740
NET	61,860	640	0	-110	-1,650	0	60,740
Comments							
<p>The share of premises insurance cost has been reduced.</p> <p>The decrease in transport costs relates to the decrease in the recharge of mayoral car costs.</p> <p>The decrease in support cost is mainly due to changes in cost allocations to this service. This is largely due to reduced recharges from Mayor's Attendant.</p>							

5.14 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	3,900	110	-20	490	0	0	4,480
Supplies and Services	220,520	6,050	-1,580	70	0	0	225,060
Support Services	202,480	0	0	0	7,030	0	209,510
Total Expenditure	426,900	6,160	-1,600	560	7,030	0	439,050
NET	426,900	6,160	-1,600	560	7,030	0	439,050
Comments							
<p>There has been an inflationary increase in employee costs and the introduction of a provision for members who have joined the superannuation scheme.</p> <p>Within supplies and services there has been an inflationary increase in members' allowances with effect from April 2014, but is restricted to the October 2013 minimum wage increase.</p> <p>The increase in support service costs is due to changes in cost allocation to this service, mainly from computer services.</p>							

5.15 MAYORAL TRANSPORT

Service Description							MAYCR
<p>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.</p>							
Link to Ambitions							
<p>To be a well managed council providing efficient services based on identified customer needs</p>							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Transport Related	9,180	250	-170	-1420			7,840
Support Services	450				290		740
Total Expenditure	9,630	250	-170	-1,420	290	0	8,580
Miscellaneous Recharges	-9,630				1,050		-8,580
Total Income	-9,630	0	0	0	1,050	0	-8,580
NET	0	250	-170	-1,420	1,340	0	0
Comments							
<p>There has been an inflationary increase in transport costs offset by a reduction in the lease cost of a new vehicle.</p> <p>The reduction in net expenditure is reflected in a decrease in miscellaneous recharges.</p>							

5.16 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	5,360	150	-30	-1,140	0	0	4,340
Supplies and Services	23,640	650	-120	-3,480	0	0	20,690
Support Services	121,560	0	0	0	-14,500	0	107,060
Total Expenditure	150,560	800	-150	-4,620	-14,500	0	132,090
Other Grants and Contributions	-5,360	-150	30	1,140	0	0	-4,340
Customer and Client Receipts	-118,900	-3,270	2,010	2,540	0	0	-117,620
Total Income	-124,260	-3,420	2,040	3,680	0	0	-121,960
NET	26,300	-2,620	1,890	-940	-14,500	0	10,130
Comments							
<p>The inflationary increase on both employee related expenses and other grants and contributions, relates to the charge made by Disclosure Baring Service (previously Criminal Record Bureau) and the onward recharge of these costs made to prospective taxi drivers. Based on a 2 year average it is anticipated that there will be fewer applicants in 2014/15.</p> <p>Supplies and service costs have been increased by an inflationary increase offset by a fall in the purchase of taxi plaques and software maintenance costs.</p> <p>Support service costs have reduced following the annual review of time allocations. This is mainly due to a fall in the recharge from Legal Services and is a consequence of the staff involvement with Planning issues.</p> <p>Income from taxi licences and sale of taxi plates and brackets has been increased by an inflationary increase but there is anticipated to be less income generated from these supplies. Other licence income is likely to be maintained at current levels with a slight increase due to the introduction of scrap metal licenses.</p>							

5.17 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	1,740	50	10	810	0	0	2,610
Supplies and Services	8,370	230	-40	0	0	0	8,560
Support Services	85,700	0	0	0	1,780	0	87,480
Depreciation and Impairment	5,330	0	0	0	0	0	5,330
Total Expenditure	101,140	280	-30	810	1,780	0	103,980
Customer and Client Receipts	-65,190	-1,790	-110	-3,520	0	0	-70,610
Total Income	-65,190	-1,790	-110	-3,520	0	0	-70,610
NET	35,950	-1,510	-140	-2,710	1,780	0	33,370
Comments							
<p>There has been a reduction in the share of employee related insurance and the removal of the provision for premises insurance.</p> <p>There has been an inflationary increase in supplies and services which includes software maintenance costs and charges made by Lancashire County Council for search information.</p> <p>The increase in support costs is due to changes in cost allocations to this service. This is largely due to increases from Legal Services, offset by a reduction from Community Services.</p> <p>Land charges income has also been increased in line with current trends.</p>							

5.18 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 and Local Government Association (subscription). 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Supplies and Services	24,030	660	-300	-10,240	0	0	14,150
Transfer Payments	126,540	3,470	-750	-100	0	0	129,160
Support Services	3,180	0	0	0	-1,990	0	1,190
Total Expenditure	153,750	4,130	-1,050	-10,340	-1,990	0	144,500
NET	153,750	4,130	-1,050	-10,340	-1,990	0	144,500
Comments							
<p>The supplies and service costs include subscription to various bodies such as Local Government Association and North-West Employers Organisation and Ribble Valley Borough Council's contribution to the provision of PCSO's. Details of all subscriptions paid under this service are shown in Annex 1. The provision for the Ribble Valley contribution to the provision of PCSO's has been moved to Community Services Committee, the subscriptions to the Local Government Association has been reduced and a new subscription for the Local Government Information Unit introduced.</p> <p>The transfer payments include grants to other bodies (over 60's Club), grants to precepting bodies (concurrent function grants) and grants to voluntary organisation. An inflationary increase has been provided on the grants to voluntary organisations only. The grant to other bodies was awarded for five years reducing by £100 each year.</p> <p>The decrease in Support Services relates to changes in allocation of costs to this service.</p>							

5.19 ESTATES

Service Description	ESTAT
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The council has many assets, which include land and property. Individual Heads of Service manage the properties that support their operations and the legal section support this work.

Link to Ambitions

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

Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Premises Related	3,170	90	0	2,030	0	0	5,290
Supplies and Services	1,310	40	0	0	0	0	1,350
Support Services	32,240	0	0	0	7,920	0	40,160
Total Expenditure	36,720	130	0	2,030	7,920	0	46,800
Intersest	0	0	0	-10	0	0	-10
Customer and Client Receipts	-22,210	-610	610	-14,960	0	0	-37,170
Total Income	-22,210	-610	610	-14,970	0	0	-37,180
NET	14,510	-480	610	-12,940	7,920	0	9,620

Comments

Other than inflationary increases, the main change in expenditure is an increase in the provision for repair and maintenance of buildings, relating to the repair of garage sites. This provision has been transferred from Health and Housing Committee.

Support Service costs have increased due to changes in cost allocations to this service. The main increase has been from Financial Services, particularly from the transfer of the garages of the garages from Health and Housing Committee.

There has been an increase in income mainly from rents of garage sites and general ground rents which have also been transferred from Health & Housing Committee.

5.20 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 2013/14	Inflation at 2.75%	Inflation above or below 2.7%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Transport Related	2,640	80	-80	-510	0	0	2,130
Supplies and Services	11,800	320	-50	-600	-70	0	11,400
Third Party Payments	22,140	610	-50	-7,330	0	0	15,370
Transfer Payments	2,410	70	-70	70	0	0	2,480
Support Services	5,200	0	0	0	110	0	5,310
Total Expenditure	44,190	1,080	-250	-8,370	40	0	36,690
Other Grants and Contributions	-17,920	-490	490	2,370	0	0	-15,550
Customer and Client Receipts	-8,370	-230	230	2,790	0	0	-5,580
Total Income	-26,290	-720	720	5,160	0	0	-21,130
NET	17,900	360	470	-3,210	40	0	15,560
Comments							
<p>Transport related cost have reduced due to a reduction in the level of mileage being claimed for. The provision for the purchase of equipment has been reduced to reflect less storage containers being required and third party payments have also been reduced due to a reduction in the number of meals now required. This is due to a fall in the number of eligible service users.</p> <p>The grant from LCC has also reduced due to the reduction in our net expenditure. This reimbursement is based on 50% of net expenditure, upto a ceiling.</p> <p>Customer and client receipts have been reduced, again due to the reduction in the number of meals supplied.</p>							

5.21 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	1,000	30	0	0	0	0	1,030
Premises Related	540	20	-20	0	0	0	540
Supplies and Services	82,240	2,260	-10	-820	0	0	83,670
Transfer Payments	260	10	0	0	0	0	270
Support Services	12,570	0	0	0	290	0	12,860
Debt Management Expenses	35,300	0	0	0	0	7,980	43,280
Total Expenditure	131,910	2,320	-30	-820	290	7,980	141,650
Other Grants and Contributions	-356,970	-9,820	9,820	77,670	0	0	-279,300
Customer and Client Receipts	-150	0	0	-20	0	0	-170
Interest	-390	-10	10	120	0	0	-270
Miscellaneous Recharges	-15,530	0	0	0	420	0	-15,110
Total Income	-373,040	-9,830	9,830	77,770	420	0	-294,850
NET	-241,130	-7,510	9,800	76,950	710	7,980	-153,200
Comments							
<p>There is an inflationary increase on employee related expenses, premises costs and supplies and service expenses, which include gifts for retiring staff, repair and maintenance of town wells and public clock, audit fees and bank charges. This has been offset by a reduction in bank charges and the removal Giro bank charges.</p>							
<p>There is an increase in support service costs due to changes in allocations to this service. Debt management expenses have increased resulting from a combination of reduced support costs from Financial services and introducing a provision for review of asset values carried out on a five yearly basis, this expenditure is to be funded from an earmarked reserve.</p>							
<p>Shown under other grants and contributions is the contribution from Symphony Housing for the VAT shelter arrangement. This shows a reduction in the anticipated income which impacts in less being added to the earmarked reserve fund.</p>							

5.22 PERFORMANCE REWARD GRANTS

Service Description							PERFM
<p><i>Under the PRG Protocol approved by the Lancashire Partnership in April 2009 the element of PRG already distributed to districts was to be invested with the overriding aim of 'narrowing the gap' linked to outcomes set out in Ambition Lancashire, the LAA and district level Sustainable Community Strategies. In the light of the current economic climate the criteria for use of this grant have been widened to include enabling Authorities to meet the challenges of delivering the required budget reductions while continuing to deliver outcomes important to the people in their areas.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Transfer Payments	7,500	200	-200	16,010	0	0	23,510
Support Costs	0	0	0	0	3,680	0	3,680
Total Expenditure	7,500	200	-200	16,010	3,680	0	27,190
NET	7,500	200	-200	16,010	3,680	0	27,190
Comments							
There is an increase in the level of schemes anticipated to be completed in 2014/15, based on current commitments. This expenditure is funded from an earmarked reserve.							

5.23 SUPERANNUATION DEFICIENCY PAYMENTS

Service Description							SUPDF
<p><i>Costs here relate to historic liabilities arising from unfunded pension costs.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	6,070	170	0	0	0	0	6,240
Third Party Payments	119,950	3,300	-130	-2,580	0	0	120,540
Support Services	150	0	0	0	-10	0	140
Total Expenditure	126,170	3,470	-130	-2,580	-10	0	126,920
NET	126,170	3,470	-130	-2,580	-10	0	126,920
Comments							
An inflationary increase has been allowed based on September 2013 consumer price index and forecast reduced beneficiaries.							

5.24 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	151,260	4,160	-2,680	-4,640	0	0	148,100
Transport Related	370	10	0	0	0	0	380
Supplies and Services	156,370	4,290	-270	-1110	0	0	159,280
Support Services	33,410	0	0	0	2,750		36,160
Depreciation and Impairment	19,380	0	0	0	0	560	19,940
Total Expenditure	360,790	8,460	-2,950	-5,750	2,750	560	363,860
Other Grants and Reimbursements	-20	0	0	0	0	0	-20
Departmental Recharges	-362,990	0	0	0	-850	0	-363,840
Total Income	-363,010	0	0	0	-850	0	-363,860
NET	-2,220	8,460	-2,950	-5,750	1,900	560	0
Comments							
<p>The decrease in employee related expenses represents several changes. These include the provision for a pay increase of 1% with effect from 1st April 2014, reduced cost of £6,750 due to staffing changes and also extra net costs of £1,860 relating to a change in pension contributions following the three year actuarial review of our scheme.</p> <p>There has been a transfer of £1,110 between Computer services and Financial services on supplies and services following the provision of a printer / photocopier now being funded from Financial services rather than Computer services.</p> <p>There has been an increase in support costs due to changes in staff time allocated to the service.</p> <p>The net effect of these changes are reflected in a decrease in the consequential departmental recharges.</p>							

5.25 FINANCIAL SERVICES

Service Description							FSERV
<p>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.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	560,380	15,410	-9,720	3,770	0	0	569,840
Premises Related	1,400	40	20	-110	0	0	1,350
Transport Related	11,040	300	-240	500	0	0	11,600
Supplies and Services	26,210	650	30	1,070	-90	0	27,870
Support Services	58,780				-1,670	0	57,110
Total Expenditure	657,810	16,400	-9,910	5,230	-1,760	0	667,770
Other Grants and reimbursements	-20	0	0	0	0	0	-20
Customer and Client Receipts	-1,030	-30	30	-80	0	0	-1,110
Departmental Recharges	-664,920	0	0	0	-1,720	0	-666,640
Total Income	-665,970	-30	30	-80	-1,720	0	-667,770
NET	-8,160	16,370	-9,880	5,150	-3,480	0	0
Comments							
<p>The increase in employee related expenses represents several changes. These include the provision for a pay increase of 1% with effect from 1st April 2014, incremental increases, staffing changes and extra net costs of £6,880 relating to a change in pension contributions following the three year actuarial review of our scheme.</p> <p>The share of premises insurance has been reduced and vehicle insurance increased. This is based on current year charges.</p> <p>A transfer of £1,110 has taken place between Computer services and Financial services on supplies and services following the provision of a printer / photocopier being funded from Financial services rather than Computer services.</p> <p>Support service costs have reduced due to changes in time allocations to this service</p> <p>The net increase in expenditure is offset by an increase in recharges to other services, shown under Departmental Recharges.</p>							

5.26 LEGAL SERVICES

Service Description							LSERV
<p><i>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.</i></p> <p><i>The section also includes land charges, licensing, mayoralty and democratic services, elections, electoral registration, the complaints procedure and various related enforcement functions.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	289,640	7,960	-4,970	2,430	0	0	295,060
Premises Related	770	20	0	-100	0	0	690
Transport Related	6,790	180	-70	30	0	0	6,930
Supplies and Services	44,530	1,210	-50	-10	-40	0	45,640
Support Services	102,110	0	0	0	3,240	0	105,350
Total Expenditure	443,840	9,370	-5,090	2,350	3,200	0	453,670
Other Grants and Contributions	-21,810	-610	440	-820	0	0	-22,800
Customer and Client Receipts	-550	-20	20	550	0	0	0
Departmental Recharges	-442,100	0	0	0	-5,170	0	-447,270
Total Income	-464,460	-630	460	-270	-5,170	0	-470,070
NET	-20,620	8,740	-4,630	2,080	-1,970	0	-16,400
Comments							
<p>The increase in employee related expenses represents several changes. These include the provision for a pay increase of 1% with effect from 1st April 2014, and extra net costs of £3,050 relating to a change in pension contributions following the three year actuarial review of our scheme.</p> <p>The share of premises related insurance has reduced and vehicle insurance increased, based on current year charges.</p> <p>There has been an increase in support costs due to changes in staff time allocated to this service.</p> <p>In addition to an inflationary increase there is also an anticipated increase in income from legal fees, this is offset by removal of an administration charge on outstanding debtors.</p> <p>Income from New Burden grants for Community Right to Bid and Right to Challenge, will be added to earmarked reserves, in order to be used to offset any future service cost in respect of these items.</p> <p>The net increase in expenditure is reflected in increased recharges to other services, shown under Departmental Recharges.</p>							

5.27 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	157,690	4,320	-2,680	8,190	0	0	167,520
Transport Related	150	0	0	0	0	0	150
Supplies and Services	19,070	500	-300	-380	10	0	18,900
Support Services	37,850	0	0	0	4,480	0	42,330
Depreciation and Impairment	8,230	0	0	0	0	-1,000	7,230
Total Expenditure	222,990	4,820	-2,980	7,810	4,490	-1,000	236,130
Departmental Recharges	-225,330	0	0	0	-10,800	0	-236,130
Total Income	-225,330	0	0	0	-10,800	0	-236,130
NET	-2,340	4,820	-2,980	7,810	-6,310	-1,000	0
Comments							
<p>The increase in employee related expenses represents several changes. These include the provision for a pay increase of 1% with effect from 1st April 2014, incremental increases, the employment of a modern apprentice from changes in the staffing structure of the section at a net extra cost of £5,890 and extra net costs of £2,150 relating to a change in pension contributions following the three year actuarial review of our scheme.</p> <p>Within supplies and services there has been a reduction in software maintenance costs.</p> <p>The increase in Support service costs is due to changes in cost allocations to this service.</p> <p>The decrease in depreciation is the revenue impact of reduced capital expenditure in 2012/13.</p> <p>The net effect of these changes are reflected in an increase in departmental recharges.</p>							

5.28 REVENUES AND BENEFITS

Service Description							REVUE
<i>Income and expenditure that relates to both revenues and benefits, which is then recharged to the individual cost centres</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Employee Related	450,300	12,380	-7,780	6,250	0	0	461,150
Transport Related	9,600	270	-260	-760	0	0	8,850
Supplies and Services	11,190	150	-50	-100	-30	0	11,160
Support Services	131,850	0	0	0	4,090	0	135,940
Total Expenditure	602,940	12,800	-8,090	5,390	4,060	0	617,100
Other grants and reimbursements	-10	0	0	0	0	0	-10
Departmental Recharges	-609,540	0	0	0	-7,550	0	-617,090
Total Income	-609,550	0	0	0	-7,550	0	-617,100
NET	-6,610	12,800	-8,090	5,390	-3,490	0	0
Comments							
<p>The increase in employee related expenses represents several changes. These include the provision for a pay increase of 1% with effect from 1st April 2014, incremental changes and extra net costs of £5,280 relating to a change in pension contributions following the three year actuarial review of our scheme</p> <p>There has been a slight reduction in the provision for leased car contributions.</p> <p>There has been an increase in support service costs largely due to the increase in the cost of the contact centre service.</p> <p>The net increase in expenditure is reflected in increased recharges to other services, shown under Departmental Recharges.</p>							

5.29 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 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Premises Related	30,000	830	1,300	0	0	0	32,130
Supplies and Services	1,620	40	0	0	0	0	1,660
Support Services	2,490	0	0	0	810	0	3,300
Total Expenditure	34,110	870	1,300	0	810	0	37,090
Customer and Client Receipts	-37,980	-1040	1040	1,000	0	0	-36,980
Total Income	-37,980	-1,040	1,040	1,000	0	0	-36,980
NET	-3,870	-170	2,340	1,000	810	0	110
Comments							
<p>There has been an above inflationary increase in premises costs following a review under the lease agreement.</p> <p>There has been an increase in support costs due to changes in costs allocated to this service.</p> <p>The increase in income reflects the new lease agreements of units 2 and 3</p>							

5.30 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							
To sustain a strong and prosperous Ribble Valley							
Budget Analysis	Original Estimate 2013/14	Inflation at 2.75%	Inflation above or below 2.75%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2014/15
	£	£	£	£	£	£	£
Premises Related	2,170	0	0	0	-1,810	0	360
Supplies and Services	18,610	510	10	0	0	0	19,130
Support Services	66,480	0	0	0	6,070	0	72,550
Total Expenditure	87,260	510	10	0	4,260	0	92,040
NET	87,260	510	10	0	4,260	0	92,040
Comments							
<p>The reduction in premises related expenses relate to a decrease in grounds maintenance work carried out on the surrounding areas of the industrial units.</p> <p>The provision for subscriptions and promotional activities included in supplies and services have had an inflationary increase.</p> <p>There has been an increase in support service costs due to changes in cost allocations to this service, mainly from Chief Executives Department due to changes in time allocations from this service.</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 2013/14 £	Inflation at 2.75% £	Inflation above or below 2.75% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2014/15 £
CEXEC	Chief Executives Department	-13,660	27,890	-17,130	-50,310	53,210	0	0
OMDEV	Organisation & Member Development	-4,300	9,610	-5,260	540	-590	0	0
CSERV	Corporate Services	182,390	640	-10	-380	-2,760	0	179,880
CORPM	Corporate Management	366,360	0	0	0	-9,190	0	357,170
CIVST	Civic Suite	-160	920	90	550	-280	-1,120	0
CLOFF	Council Offices	-740	5,120	380	-1,050	8,610	-12,320	0
EMERG	Community Safety	69,140	240	0	-40	-10,010	0	59,330
CLTAX	Council Tax	329,980	-870	2,150	-2,690	-710	0	327,860
NNDRC	National Non Domestic Rates	36,910	-1890	2,590	2,280	6,320	0	46,210
ELADM	Election Administration	31,870	0	0	0	1,100	0	32,970
ELECT	Register of Electors	69,140	1,240	-30	-310	6,600	0	76,640
ATTEN	Mayor's Attendant	-210	390	-230	-250	300	0	0
CIVCF	Civic Functions	61,860	640	0	-110	-1,650	0	60,740
COSDM	Cost of Democracy	426,900	6,160	-1,600	560	7,030	0	439,050
MAYCR	Mayoral Transport	0	250	-170	-1,420	1,340	0	0
LICSE	Licensing	26,300	-2,620	1,890	-940	-14,500	0	10,130
LANDC	Land Charges	35,950	-1,510	-140	-2,710	1,780	0	33,370
FGSUB	Grants and Subscriptions	153,750	4,130	-1,050	-10,340	-1,990	0	144,500

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2013/14 £	Inflation at 2.75% £	Inflation above or below 2.75% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2014/15 £
ESTAT	Estates	14,510	-480	610	-12,940	7,920	0	9,620
VARIOUS	Meals on Wheels & Luncheon Clubs	17,900	360	470	-3,210	40	0	15,560
FMISC	Policy & Finance Miscellaneous	-241,130	-7,510	9,800	76,950	710	7,980	-153,200
PERFM	Performance Reward Grants	7,500	200	-200	16,010	3,680	0	27,190
SUPDF	Superannuation Deficiency Payments	126,170	3,470	-130	-2,580	-10	0	126,920
COMPR	Computers	-2,220	8,460	-2,950	-5,750	1,900	560	0
FSERV	Financial Services	-8,160	16,370	-9,880	5,150	-3,480	0	0
LSERV	Legal Services	-20,620	8,740	-4,630	2,080	-1,970	0	-16,400
CONTC	Contact Centre	-2,340	4,820	-2,980	7,810	-6,310	-1,000	0
REVUE	Revenues and Benefits	-6,610	12,800	-8,090	5,390	-3,490	0	0
ALBNM	Albion Mill	-3,870	-170	2,340	1,000	810	0	110
INDDV	Economic Development	87,260	510	10	0	4,260	0	92,040
NET COST OF SERVICES		1,739,870	97,910	-34,150	23,290	48,670	-5,900	1,869,690

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2013/14 £	Inflation at 2.75% £	Inflation above or below 2.75% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2014/15 £
ITEMS ADDED TO/ (TAKEN FROM) BALANCES AND RESERVES								
FNBAL H230	Election Fund	20,880	570	0	0	0	0	21,450
FNBAL H261	Lalpac Reserve	-460	0	0	460	0	0	0
FNBAL H269	Valuation of Assets Reserve	2,000	0	0	-10,000	0	0	-8,000
FNBAL H325	VAT Shelter Reserve	356,970	0	0	-77,670	0	0	279,300
FNBAL H326	Performance Reward Grants Reserve	-7,500	0	0	-16,010	0	0	-23,510
FNBAL H354	Community Right to Bid Reserve	7,860	0	0	-10	0	0	7,850
FNBAL H359	Community Right to Challenge	8,550	0	0	0	0	0	8,550
NET BALANCES & RESERVES		388,300	570	0	-103,230	0	0	285,640
NET EXPENDITURE		2,128,170	98,480	-34,150	-79,940	48,670	-5,900	2,155,330

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

	Original Estimate 2013/14 £	Inflation at 2.75% £	Inflation above or below 2.75% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2014/15 £
Employee Costs	2,981,280	81,950	-50,790	-27,520	0	0	2,984,920
Premises Costs	209,620	5,630	3,450	-520	-1,780	0	216,400
Transport Costs	84,040	2,040	-1,290	-2,700	-1,050	0	81,040
Supplies and Services	870,690	23,360	-3,050	1,260	-300	0	891,960
Third Party	143,050	3,940	-180	-9,910	0	0	136,900
Transfer Payments	161,370	4,430	-1,020	16,010	0	0	180,790
Support Services	2,349,800	0	0	0	15,620	0	2,365,420
Depreciation & Impairment	96,260	0	0	0	0	-13,880	82,380
Debt Management Expenses	35,300	0	0	0	0	7,980	43,280
TOTAL EXPENDITURE	6,931,410	121,350	-52,880	-23,380	12,490	-5,900	6,983,090
Government Grants	-85,290	-2,350	2,350	-660	0	0	-85,950
Other Grants and Reimbursements	-403,070	-11,090	10,780	58,040	0	0	-345,340
Customer & Client Receipts	-363,700	-9,990	5,590	-10,820	0	0	-378,920
Interest	-390	-10	10	110	0	0	-280
Departmental Recharges	-4,313,930	0	0	0	34,710	0	-4,279,220
Miscellaneous Recharges	-25,160	0	0	0	1,470	0	-23,690
TOTAL INCOME	-5,191,540	-23,440	18,730	46,670	36,180	0	-5,113,400
NET COST OF SERVICES	1,739,870	97,910	-34,150	23,290	48,670	-5,900	1,869,690
ITEMS ADDED TO/ (TAKEN FROM) BALANCES AND RESERVES							
FNBAL/H230: Election Fund	20,880	570	0	0	0	0	21,450
FNBAL/H261: Lalpac Reserve	-460	0	0	460	0	0	0

	Original Estimate 2013/14 £	Inflation at 2.75% £	Inflation above or below 2.75% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2014/15 £
FNBAL/H269: Valuation of assets Reserve	2,000	0	0	-10,000	0	0	-8,000
FNBAL/H325: VAT Shelter Reserve	356,970	0	0	-77,670	0	0	279,300
FNBAL/H326: Performance Reward Grants Reserve	-7,500	0	0	-16,010	0	0	-23,510
FNBAL/H354: Community Right to Bid Reserve	7,860	0	0	-10	0	0	7,850
FNBAL/H359: Community Right to Challenge Reserve	8,550	0	0	0	0	0	8,550
NET BALANCES & RESERVES	388,300	570	0	-103,230	0	0	285,640
NET EXPENDITURE	2,128,170	98,480	-34,150	-79,940	48,670	-5,900	2,155,330

6.2. Net costs for this committee have increased by £27,160 after allowing for transfers to and from earmarked reserves. The main reasons for this are summarised below:

Description	Variances from original estimate 2013/14 to original estimate 2014/15 £
Chief Executive's Department: Transfer of Forward Planning staff to Community Services	-62,180
Register of Electors: Introduction of a provision for non-recurring purchase of equipment as a result of the move towards individual electoral registration	21,600
Grant from Ministry of Justice to fund the move towards individual electoral registration	-21,600
Grants and Subscriptions: Transfer of Ribble Valley's contribution to Crime Safety Partnership (PCSO's) to Community Services Committee	-11,000
Increase in income from garage rents and ground rents, following the transfer from Health and Housing Committee	-15,190
Meals on Wheels: Reduction in transport costs, purchase of equipment and purchase of meals due to a fall in number of eligible service users	-8,680
Reduction in grant from Lancashire County Council and income from sale of meals following reduction in expenditure and fall in number of eligible service users	5,320
Policy and Finance Miscellaneous: Reduction in contribution from Symphony Homes in respect of the VAT shelter income resulting in a lower contribution to earmarked reserves	77,670
Performance Reward Grants: Increase in level of schemes anticipated to be completed in 2014/15, based on current commitments. Expenditure met from ear marked reserves	16,010
Computer Services: Reduced employee costs due to staffing changes	-6,750
Contact Centre: Increase in employee expenses following staffing changes	5,890
Various: Net extra costs relating to change in pension contributions following the three year actuarial review of scheme	36,190
Net inflationary increase	64,330

7 FEES AND CHARGES

- 7.1 Fees and charges for this Committee were agreed in November 2013, and have been increased by 2.75% or more if the increase could be sustained. Detailed rates will be contained in the Council's fees and charges book and the new rates will be applicable from 1 April 2014.

8 RECOMMENDED THAT COMMITTEE

- 8.1 Agree the revenue budget for 2014/15 and to submit this to the Special Policy and Finance Committee subject to any further consideration by the Budget Working Group.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF2-14/TH/AC
14 January 2014

For further background information please ask for Trudy Holderness extension 4436

BACKGROUND WORKING PAPERS – Budget working papers 2012/13 RE + 2013/14 OE

Policy and Finance Committee – Subscriptions

Cost Centre	Body	Budgeted Subscription £	Benefits and Outcomes	Since
FGSUB Policy and Finance Committee Grants and Subscriptions	<p>SPARSE Rural (RSN Network) SPARSE are the most comprehensive rural network in England, and the only national network representing service providers, community representatives and national organisations. Their goal is to give rural areas a louder voice and bring rural thoughts and concerns together.</p>	2,210	The service pulls together the work of Rural England and the representative role of the network to enable local authority officers and members, but also a wider network of organisations to effectively network together. By bring together a range of cross sector organisations to facilitate the sharing of information, best practice, innovative ideas and research and analysis to ultimately provide a better service for rural communities.	2003
	<p>North West Employers Organisation North West Employers is a body representing boroughs in Lancashire and Cheshire and other public service providers in the region on people matters and is certified as part of 1974 trade Union and Labour Relation Act.</p>	3,520	North West Employers provide a network of support, advice and consultancy on all people matters, from human resources policy and practice, through to leadership, management development and organisational design and performance. They represent the interest of North West authorities as employers, including consultation on national pay and conditions of service. With the regional trade unions it operates a joint conciliation and dispute resolution process to support authorities.	1994
	<p>Local Government Association (LGA) LGA is the national voice of local government. It is a politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong credible voice with national governments. Its aim is to influence and set the political agenda on issues that matter to councils so they are able to deliver local solutions to national problems</p>	5,670	<p>Continued reductions in public sector funding are having a major impact on local authorities. Within this context, the LGA has worked closely with the sector to secure some substantial wins, including:</p> <ul style="list-style-type: none"> ➤ A decrease in the amount in the amount originally proposed to be taken from councils in 2013/14 for capitalisation and the safety net. ➤ Continued funding to support housing benefit administration in the run up to universal credit, including £388 million towards administration of both housing benefit and the new local tax support schemes. ➤ A further £33 million new burdens funding for local council tax support. 	1997

Cost Centre	Body	Budgeted Subscription £	Benefits and Outcomes	Since
FGSUB Policy and Finance Committee Grants and Subscriptions	District Councils' Network The District Councils' Network is a member led network of 199 district councils. It is a special interest group of the LGA, and provide a single voice for district councils within LGA and to Central Government	190	The District Council's Network acts as an informed and representative advocate for districts to government and other national bodies. It responds to government consultations and undertakes research and produces publications on behalf of the sector.	2009
	Local Government Information Unit (LGiU) LGiU is a local democracy think tank and membership organisation. It's mission is to strengthen local democracy to put citizens in control of their own lives, communities and local services	1,550	The LGiU provides practical policy advice, learning development programmes, events and conferences, consultancy and other resources. Members are provided with access to policy briefings and a daily news update.	WEF April 2014 (currently receiving free access)

RIBBLE VALLEY BOROUGH COUNCIL DECISION
REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 9

meeting date: 28 JANUARY 2014
title: LOCAL TAXATION WRITE OFF
submitted by: DIRECTOR OF RESOURCES
principal author: MARK EDMONDSON

1 PURPOSE

1.1 To obtain Committee's approval to write off a National Non-Domestic Rate debt.

1.2 Relevance to the Council's ambitions and priorities:

❖ ***Council Ambitions/Community Objectives/Corporate Priorities***

Without the revenue collected from rates, council tax and sundry debtors we would be unable to meet the Council's ambitions, objectives and priorities.

2 BACKGROUND

NNDR

2.1 No specific statute exists to give guidance on the circumstances under which debts, in general, can be written off other than the statute of limitations. Any debt for which recovery action has not been taken within six years still remains but legal action cannot be taken.

2.2 As a matter of law, we are under an obligation to take reasonable steps to collect business rate debts.

2.3 We do this by various means, including summonses, distraint of goods, bankruptcy, winding up and committal warrants. However, there are some cases where debtors simply leave their property with arrears and where we have no forwarding address, or are declared bankrupt, insolvent or cease trading.

2.4 The onset of the recession has seen more companies get into financial difficulties. Companies that get into the most financial difficulties have to take the administration/receivership options if they are unable to agree terms with their creditors.

3 CURRENT POSITION

3.1 There is one case where the company has gone into liquidation and therefore we need to write off an NNDR debt.

3.2 Annex 1 shows details of the debt we are seeking approval to write off – this totals £9,683.85.

4 FINANCIAL IMPLICATIONS

- 4.1 Until 31 March 2013 when NNDR debts were written off the costs were met from the non-domestic rate pool and therefore did not impact this Council's finances directly.
- 4.2 The new rates retention scheme came into effect on 1 April 2013 and as a result the cost of NNDR write offs are now met in part by central government and in part by local government.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Approve writing off of £9,683.85 of NNDR debt where it has not been possible to collect the amounts due.

HEAD OF REVENUES AND BENEFITS

DIRECTOR OF RESOURCES

PF8-14/ME/AC
17 January 2014

Background papers: None

For further information please ask for Mark Edmondson.

Policy and Finance Committee

Write Offs - NNDR

Year	Name	Property	Amount £
LIQUIDATION			
Liquidation is the process by which a company (or part of a company) is brought to an end, and the assets and property of the company are redistributed. It is unlikely in these cases that, as an unsecured creditor, we will receive any funds but if we do an adjustment will be made to the amount written off.			
2011/12	The Sofas & Bed Company Limited	Unit 1-2, 29-33 Berry Lane, Longridge PR3 3JA	676.50
2012/13			8,880.89
2013/14			126.46
TOTAL			9,683.85

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY & FINANCE COMMITTEE

Agenda Item No.

meeting date: 28 JANUARY 2014
 title: PROPOSED WITHDRAWAL OF SUBSIDISED BUS SERVICES
 submitted by: CHIEF EXECUTIVE
 principal author: BILL ALKER

1 PURPOSE

- 1.1 To inform Members of proposals being consulted on by Lancashire County Council in relation to the proposal to withdraw certain bus services subsidised.
- 1.2 To note the response submitted by officers to meet Lancashire County Council's deadline for consultation.
- 1.3 Relevance to the Council's ambitions and priorities
- Community Objectives - }
 - Corporate Priorities - }
 - Other Considerations - }
- Ribble Valley Borough Council has a duty to protect its residents and the area in general from cutbacks in services proposed by other agencies.

2 BACKGROUND

- 2.1 Lancashire County Council currently subsidises a number of financially unviable bus services across Lancashire.
- 2.2 This currently costs Lancashire County Council £8 million each year.
- 2.3 As a result of recent government announcements on the funding, Lancashire County Council is now looking at a number of measures to make further budget savings.
- 2.4 One of those proposals is around reducing the amount of money spent supporting bus services (see Lancashire County Council press release at Appendix A).

3 ISSUES

- 3.1 In December 2012 Lancashire County Council announced a proposal to withdraw funding which subsidises bus services during evenings and on Sundays and Bank Holidays.
- 3.2 The proposal would still protect the majority of bus services but by targeting evenings and Sundays effectively, withdraws services both from local routes and to nearby towns (Blackburn, Burnley and Preston).
- 3.3 The deadline for the consultation was Friday, 17 January and, with the approval of the Chair and Vice Chair of this Committee, a response was submitted to Lancashire County Council within the timescale.

3.4 A copy of that response is included at Appendix B to this report.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – No implications identified.
- Technical, Environmental and Legal - No implications identified.
- Political - No implications identified.
- Reputation – It will clearly enhance the reputation of the Council if it is seen to be opposing these proposals on behalf of its residents.
- Equality & Diversity – Again these proposals will affect vulnerable members of society.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Note the reply sent by the Chief Executive in consultation with the Chair and Vice Chair of this Committee.

BILL ALKER
COMMUNITY DEVELOPMENT OFFICER

MARSHAL SCOTT
CHIEF EXECUTIVE

BACKGROUND PAPERS

(If any)

For further information please ask for Bill Alker, extension 4412.

REF: BA/EL/280114/P&F

Proposed withdrawal of subsidised bus services - evenings and Sundays and proposed non-replacement of future deregistered commercial bus services

- December 2013

Budget pressures

As a result of the local government finance settlement and existing budget pressures, the county council has already committed to saving over £200 million by 31 March 2014. Following recent announcements by the government over future funding, we now need to find further estimated savings of £300m between 2014 and 2018. This means that the council has to consider making these savings by reducing costs and reshaping the way services are delivered.

Proposals for how we can make those savings are currently being considered by the county council's Cabinet and will be agreed at a full council meeting in February 2014.

As part of a range of proposals being considered, we are looking to reduce the amount of money we spend to support bus services in the county each year by withdrawing the funding to subsidise bus services during the evenings and on Sundays.

While the large majority of bus services across Lancashire are run solely on a commercial basis, the county council currently spends around £8 million each year subsidising bus travel. This proposal would maintain the majority of that spending, while saving £1.82m next year and more than £2m a year after that by focusing on subsidising routes during the day, when they are most used by people going about their business: getting to work or medical appointments and doing their shopping.

We are also proposing an additional £500,000 investment in community transport to make sure that support is focused on those with the greatest need and where the public transport network is particularly limited.

Before the final decision is made on all our budget proposals, we would like to hear any comments you may have on the proposals we have put forward. Your comments will help shape the final report presented to full council in February 2014. Further details are outlined below.

Background to bus services in Lancashire

While around 80% of the regular bus services across the Lancashire are run by bus operators on a commercial basis, around 20% are subsidised by the county council.

Operators decide which routes they run, what fares to charge, how frequent the service is and when and how it may change. Changes to these services, including the withdrawal of the whole service, is made by giving 56 days' notice to the Traffic Commissioner appointed by the Department for Transport. There is no requirement to consult with users or the county council.

Under the Transport Act 1985, the county council has a duty to: "secure the provision of such public passenger transport services as the council considers it appropriate to meet any public

transport requirements within the county which would not, in their view, be met apart from any action taken by them for that purpose.” This means we have to identify public transport requirements which would not otherwise be met by commercial operators and then provide what we think is needed within available resources.

At present we spend around £8 million each year on subsidising the 20% of bus journeys which are not commercially viable. They are provided by private bus companies and are referred to as subsidised services because the county council pays the difference between the cost of providing the service, the fares paid by passengers and reimbursement for concessionary fares (paid by us). We use competitive tendering to get the best price for these services. We also work with the community and voluntary sectors to enable them to provide alternative services such as car schemes and Dial-a-Ride services.

Service changes we are proposing

Our on-going priority will be to make sure that as many communities as possible continue to have access to a public or community transport service and that these services give value for money. In considering the need to make savings, we are proposing to adopt the following policies:

- To withdraw all evening and Sunday subsidised bus journeys from 18 May 2014. A list of services affected, together with any alternatives, is shown in Appendices 1 – 15:

Appendix 1 Lancaster

Appendix 2 Wyre

Appendix 3 Ribble Valley

Appendix 4 Services operating into Blackpool

Appendix 5 Fylde

Appendix 6 Preston

Appendix 7 South Ribble

Appendix 8 West Lancashire

Appendix 9 Chorley

Appendix 10 Services operating into Blackburn with Darwen

Appendix 11 Hyndburn

Appendix 12 Burnley

Appendix 13 Pendle

Appendix 14 Rossendale

Appendix 15 Services operating into Greater Manchester, Merseyside, Cumbria and North Yorkshire

- With the exception of evening and Sunday services, to continue to support existing subsidised bus services in Lancashire until their existing contracts expire.
- Upon the termination of these contracts, each currently subsidised service will be reviewed on a case by case basis to determine its sustainability in the context of affordability, value for money and community benefit. Where there are proposed further changes to services, the county council will carry out consultation separately.
- Where bus companies withdraw their commercial bus services it is proposed that the county council will not fund any replacements.

Timings

Consultation on the proposals will start 12 December and will run until 10 January 2014, allowing members of the public and local organisations to have their say.

Feedback received will then form part of a report that will be presented at the full council meeting on 20 February 2014. This report will detail comments received, agree what changes will be made along with timescales for implementation and an impact assessment which will outline how we have considered the needs of different people in our communities and how our proposals may affect them.

Have your say

By email: lcc.bus.services@lancashire.gov.uk

By post: Bus & Supported Transport Manager
Lancashire County Council
Room D3, PO Box 100
County Hall, Preston
PR1 0LD

Online: www.lancashire.gov.uk/haveyoursay - search current consultations.

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CLITHEROE - LOW MOOR SUNDAY & BANK HOLIDAYS

2

Service Number	2	2	2	2	2	2	2
	\$	\$	\$	\$	\$	\$	\$
CLITHEROE Market Place	0959	1059	1159	1359	1459	1559	1659
CLITHEROE Interchange	1001	1101	1201	1401	1501	1601	1701
CLITHEROE Kenilworth Drive	1008	1108	1208	1408	1508	1608	1708
CLITHEROE Garnett Road	1010	1110	1210	1410	1510	1610	1710
LOW MOOR St. Ann's Court	1014	1114	1214	1414	1514	1614	1714
CLITHEROE Interchange	1020	1120	1220	1420	1520	1620	1720
CLITHEROE Market Place	1026	1126	1226	1426	1526	1626	1726

\$ - Operated on behalf of Lancashire County Council

NO ALTERNATIVE TRANSPORT SERVICES AVAILABLE

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

PRESTON - FULWOOD - WHITTINGHAM - LONGRIDGE

4

via RPH - Lightfoot Lane - Woodplumpton - Broughton - Goosnargh

THURSDAYS, FRIDAYS & SATURDAYS

Service Number	4	4	4	4
	\$	\$	\$	\$
PRESTON Bus Station	1905	2105	2225	2400
FULWOOD Post Office	1913	2113	2233	0008
FULWOOD Royal Preston Hospital	1917	2117	2237	0012
FULWOOD Lightfoot Lane/Lansdown Hill	1922	2122	2242	0017
FULWOOD Wychnor Bus Turning Circle	1925	2125	2245	0020
WOODPLUMPTON Whittle Green	1930	2130	2250	0025
BROUGHTON Sunningdale	1933	2133	2253	0028
BROUGHTON Willow Tree Avenue	1937	2137	2257	0032
GOOSNARGH Green	1944	2144	2304	0039
WHITTINGHAM Hospital Gates	1947	2147	2307	0042
LONGRIDGE Stone Bridge	1952	2152	2312	0047
LONGRIDGE Post Office	1955	2155	2315	0050

\$ - Operated on behalf of Lancashire County Council

ThF - Thursdays and Fridays Only

LONGRIDGE - WHITTINGHAM - FULWOOD - PRESTON

4

via Goosnargh - Broughton - Woodplumpton - Lightfoot Lane - RPH

THURSDAYS, FRIDAYS & SATURDAYS

Service Number	4	4
	\$	\$
LONGRIDGE Opp Post Office	2127	2327
LONGRIDGE Stone Bridge	2129	2329
WHITTINGHAM Hospital Gates	2134	2334
GOOSNARGH Green	2139	2339
BROUGHTON Willow Tree Avenue	2146	2346
BROUGHTON Sunningdale	2149	2349
WOODPLUMPTON Whittle Green	2152	2352
FULWOOD Wychnor Bus Turning Circle	2156	2356
FULWOOD Lightfoot Lane/Lansdown Hill	2159	2359
FULWOOD Royal Preston Hospital	2204	0004
FULWOOD Post Office	2208	0008
PRESTON Bus Station	2216	0016

\$ - Operated on behalf of Lancashire County Council

ThF - Thursdays and Fridays Only

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE -

Preston Bus Services 19/23 between Preston and Royal Preston Hospital

Stagecoach in Lancaster Service 40 between Preston and Broughton (limited)

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CLITHEROE - LONGRIDGE

5A

via Hurst Green - Knowle Green

THURSDAYS, FRIDAYS & SATURDAYS

Service Number	5A	5A
	\$	\$
	ThFS	ThFS
CLITHEROE Interchange	2059	2259
CLITHEROE Market Place	2100	2300
GREAT MITTON Mitton Road End	2110	2310
HURST GREEN Shireburn Arms	2115	2315
KNOWLE GREEN Halls Arms	2120	2320
LONGRIDGE Opp Post Office	2125	2325

\$ - Operated on behalf of Lancashire County Council

ThFS - Thursdays, Fridays and Saturdays Only

LONGRIDGE - CLITHEROE

5A

via Knowle Green - Hurst Green

THURSDAYS, FRIDAYS & SATURDAYS

Service Number	5A	5A
	\$	\$
	ThFS	ThFS
LONGRIDGE Post Office	1957	2157
KNOWLE GREEN Halls Arms	2003	2203
HURST GREEN Shireburn Arms	2008	2208
GREAT MITTON Mitton Road End	2012	2212
CLITHEROE Interchange	2022	2222
CLITHEROE Market Place	2026	2226

\$ - Operated on behalf of Lancashire County Council

ThFS - Thursdays, Fridays and Saturdays Only

NO ALTERNATIVE TRANSPORT SERVICES AVAILABLE

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CLITHEROE - GRINDLETON - CHATBURN - CLITHEROE

7B

via Waddington - West Bradford
THURSDAYS, FRIDAYS & SATURDAYS

Service Number	7B	7B
	\$	\$
	ThFS	ThFS
CLITHEROE Interchange	2025	2225
CLITHEROE Market Place	2026	2226
WADDINGTON Hospital	2033	2233
WEST BRADFORD Old Post Office	2037	2237
GRINDLETON Stone Hill Farm	2042	2242
CHATBURN Village Hall	2047	2247
CLITHEROE Interchange	2054	2254
CLITHEROE Market Place	2100	2300

\$ - Operated on behalf of Lancashire County Council
ThFS - Thursdays, Fridays and Saturdays Only

CLITHEROE - CHATBURN - GRINDLETON - CLITHEROE

7B

via West Bradford - Waddington
SUNDAY & BANK HOLIDAYS

Service Number	7B	7B	7B	7B	7B	7B	7B	7B
	\$	\$	\$	\$	\$	\$	\$	\$
CLITHEROE Interchange	0925	1025	1125	1225	1425	1525	1625	1725
CLITHEROE Market Place	0926	1026	1126	1226	1426	1526	1626	1726
CHATBURN Village Hall	0933	1033	1133	1233	1433	1533	1633	1733
GRINDLETON Stone Hill Farm	0938	1038	1138	1238	1438	1538	1638	1738
WEST BRADFORD Old Post Office	0943	1043	1143	1243	1443	1543	1643	1743
WADDINGTON Waddington Arms	0948	1048	1148	1248	1448	1548	1648	1748
CLITHEROE Interchange	0954	1054	1154	1254	1454	1554	1654	1754
CLITHEROE Market Place	0955	1055	1155	1255	1455	1555	1655	1755

\$ - Operated on behalf of Lancashire County Council

NO ALTERNATIVE TRANSPORT SERVICES AVAILABLE

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CLITHEROE - WADDINGTON - BARLEY - NELSON

7S

via West Bradford - Chatburn - Downham - Roughlee

NELSON - BURNLEY - PADIHAM - CLITHEROE

72

via Brierfield - Sabden - Pendleton

SUMMER SUNDAY & BANK HOLIDAYS

Service Number	72	7S	72	7S	72	7S	72	7S	72
	\$	\$	\$	\$	\$	\$	\$	\$	\$
CLITHEROE Interchange	-----	0958	-----	1158	-----	1358	-----	1558	-----
CLITHEROE Market Place	-----	0959	-----	1159	-----	1359	-----	1559	-----
WADDINGTON Hospital	-----	1005	-----	1205	-----	1405	-----	1605	-----
WEST BRADFORD Old Post Office	-----	1009	-----	1209	-----	1409	-----	1609	-----
CHATBURN Village Hall	-----	1015	-----	1215	-----	1415	-----	1615	-----
DOWNHAM Church	-----	1018	-----	1218	-----	1418	-----	1618	-----
BARLEY The Barley Mow	-----	1028	-----	1228	-----	1428	-----	1628	-----
SPENBROOK Osbourne Terrace	-----	1033	-----	1233	-----	1433	-----	1633	-----
NEWCHURCH Witches Galore	-----	1037	-----	1237	-----	1437	-----	1637	-----
DIMPENLEY Clarion House	-----	1040	-----	1240	-----	1440	-----	1640	-----
ROUGHLEE Bay Horse	-----	1042	-----	1242	-----	1442	-----	1642	-----
BLACKO Rising Sun	-----	1046	-----	1246	-----	1446	-----	1646	-----
BARROWFORD White Bear	-----	1048	-----	1248	-----	1448	-----	1648	-----
NELSON Interchange	0858	1053	1058	1253	1258	1453	1458	1653	1658
BRIERFIELD Centre	0901	-----	1101	-----	1301	-----	1501	-----	1701
BURNLEY Bus Station	0915	-----	1115	-----	1315	-----	1515	-----	1715
PADIHAM Bridge Inn	0927	-----	1127	-----	1327	-----	1527	-----	-----
SABDEN White Hart	0937	-----	1137	-----	1337	-----	1537	-----	-----
NICK O' PENDLE Wellsprings Inn	0942	-----	1142	-----	1342	-----	1542	-----	-----
PENDLETON Swan with Two Necks	0945	-----	1145	-----	1345	-----	1545	-----	-----
CLITHEROE Interchange	0955	-----	1155	-----	1355	-----	1555	-----	-----

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE -

Transdev Burnley & Pendle Mainline service between Nelson, Burnley and Padiham

Transdev Lancashire United Service 22A between Clitheroe and Whalley (Sunday Daytime)

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

NELSON - BARLEY - WADDINGTON - CLITHEROE

7S

via Roughlee - Downham - Chatburn - West Bradford

CLITHEROE - PADIHAM - BURNLEY - NELSON

72

via Pendleton - Sabden - Brierfield

SUMMER SUNDAY & BANK HOLIDAYS

Service Number	72	7S	72	7S	72	7S	72	7S	72
	\$	\$	\$	\$	\$	\$	\$	\$	\$
CLITHEROE Interchange	----	-----	1133	-----	1333	-----	1533	-----	1733
CLITHEROE Market Place	----	-----	1134	-----	1334	-----	1534	-----	1734
PENDLETON Swan with Two Necks	----	-----	1140	-----	1340	-----	1540	-----	1740
NICK O' PENDLE Wellsprings Inn	----	-----	1145	-----	1345	-----	1545	-----	1745
SABDEN White Hart	----	-----	1150	-----	1350	-----	1550	-----	1750
PADIHAM Bridge Inn	----	-----	1200	-----	1400	-----	1600	-----	1800
BURNLEY Bus Station	1015	-----	1215	-----	1415	-----	1615	-----	1815
BRIERFIELD Centre	1025	-----	1225	-----	1425	-----	1625	-----	1825
NELSON Interchange	1030	1035	1230	1235	1430	1435	1630	1635	1830
BARROWFORD White Bear	----	1040	-----	1240	-----	1440	-----	1640	-----
BLACKO Rising Sun	----	1044	-----	1244	-----	1444	-----	1644	-----
ROUGHLEE Bay Horse	----	1048	-----	1248	-----	1448	-----	1648	-----
DIMPENLEY Clarion House	----	1050	-----	1250	-----	1450	-----	1650	-----
NEWCHURCH Witches Galore	----	1053	-----	1253	-----	1453	-----	1653	-----
SPENBROOK Osbourne Terrace	----	1056	-----	1256	-----	1456	-----	1656	-----
BARLEY The Barley Mow	----	1101	-----	1301	-----	1501	-----	1701	-----
DOWNHAM Church	----	1111	-----	1311	-----	1511	-----	1711	-----
CHATBURN Village Hall	----	1114	-----	1314	-----	1514	-----	1714	-----
WEST BRADFORD Post Office	----	1120	-----	1320	-----	1520	-----	1720	-----
WADDINGTON Hospital	----	1124	-----	1324	-----	1524	-----	1724	-----
CLITHEROE Interchange	----	1130	-----	1330	-----	1530	-----	1730	-----

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE -

Transdev Burnley & Pendle Mainline service between Nelson, Burnley and Padiham

Transdev Lancashire United Service 22A between Clitheroe and Whalley (Sunday Daytime)

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

Clitheroe - Whalley - Blackburn

22A

via Langho - Wilpshire
MONDAY TO SATURDAY

Service Number	22A	22A	22A	22A
	\$	\$	\$	\$
	MTW	MTW		
Clitheroe, Interchange	2013	2113	2213	2313
Clitheroe, Well Terrace	2014	2114	2214	2314
Whalley	2025	2125	2225	2325
Langho, opp Northcote Rd	2030	2130	2230	2330
Emerald St, Roe Lee Park	2039	2139	2239	2339
BLACKBURN Bus Station Arr	2048	2148	2248	2348

MTW - Mondays, Tuesdays and Wednesdays only. These journeys operated commercially on Thursday/Friday/Saturday
\$ - Operated on behalf of Lancashire County Council

Blackburn - Whalley - Clitheroe

22A

via Wilpshire - Langho
MONDAY TO SATURDAY

Service Number	22A	22A	22A	22A
	\$	\$	\$	\$
	MTW	MTW		
Blackburn, Bus Station dep	1935	2035	2135	2235
Emerald St, Roe Lee Park	1943	2043	2143	2243
Langho, Spring Mill	1951	2051	2151	2251
Whalley	1958	2058	2158	2258
Clitheroe, Interchange	2010	2110	2210	2310

MTW - Mondays, Tuesdays and Wednesdays only. These journeys operated commercially on Thursday/Friday/Saturday
\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE – Rail Service between Clitheroe and Blackburn

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

Clitheroe - Whalley - Blackburn
via Langho - Wilpshire
SUNDAY & BANK HOLIDAYS

22A

Service Number	22A	22A
	\$	\$
Clitheroe, Interchange	0908	1808
Clitheroe, Well Terrace	0909	1809
Whalley	0920	1820
Langho, opp Northcote Rd	0925	1825
Emerald St, Roe Lee Park	0934	1834
BLACKBURN Bus Station Arr	0943	1843

\$ - Operated on behalf of Lancashire County Council

Blackburn - Whalley - Clitheroe
via Wilpshire - Langho
SUNDAY & BANK HOLIDAYS

22A

Service Number	22A	22A
	\$	\$
Blackburn, Bus Station dep	0930	1730
Emerald St, Roe Lee Park	0938	1738
Langho, Spring Mill	0946	1746
Whalley	0953	1753
Clitheroe, Interchange	1005	1805

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE –

Transdev Lancashire United Service 22A between Blackburn and Clitheroe, hourly between these journeys
Rail Service between Clitheroe and Blackburn

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CLITHEROE - WHALLEY - READ - PADIHAM - BURNLEY The Main Line 26
via Simonstone - Shuttleworth Mead - Memorial Park

CLITHEROE - WHALLEY - READ - PADIHAM - BURNLEY The Main Line 27
via Sabden - Simonstone - Shuttleworth Mead - Memorial Park
MONDAY TO SATURDAY

Service Number	27	26	27	26
	\$	\$	\$	\$
Clitheroe, Interchange	1959	2110	2159	2310
Clitheroe, Well Terrace	2001	2112	2201	2312
Whalley	2014	2125	2214	2325
Sabden, Four Lane Ends	2022	-----	2222	-----
Padiham, Bridge Inn	2039	2139	2239	2338
Burnley, Tim Bobbin	2045	2145	2245	2344
Burnley, Bus Station arr	2053	2153	2253	-----
Burnley, Red Lion Street	-----	-----	-----	2352

\$ - Operated on behalf of Lancashire County Council

BURNLEY - PADIHAM - READ - WHALLEY - CLITHEROE The Main Line 26
via Memorial Park - Shuttleworth Mead - Simonstone

BURNLEY - PADIHAM - READ - WHALLEY - CLITHEROE The Main Line 27
via Memorial Park - Shuttleworth Mead - Simonstone - Sabden
MONDAY TO SATURDAY

Service Number	26	27	26	27
	\$	\$	\$	\$
Burnley, Bus Station dep	1907	2013	2113	2213
Burnley, Tim Bobbin	1915	2021	2121	2221
Padiham, Bridge Inn	1921	2027	2127	2227
Sabden, Four Lane Ends	-----	2045	-----	2245
Whalley	1937	2053	2143	2253
Clitheroe, Interchange	1949	2105	2155	2305

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE -

Transdev Burnley & Pendle Mainline service between Burnley and Padiham

Transdev Lancashire United Service 22A between Clitheroe and Whalley (Thursday/Friday/Saturday)

Rail Service between Clitheroe and Whalley

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CLITHEROE - WHALLEY - READ - PADIHAM - BURNLEY The Main Line 26
via Simonstone - Shuttleworth Mead - Memorial Park

CLITHEROE - WHALLEY - READ - PADIHAM - BURNLEY The Main Line 27
via Sabden - Simonstone - Shuttleworth Mead - Memorial Park
SUNDAY & BANK HOLIDAYS

Service Number	26	27	26	27	26	27	26	27	26	27	26	27	26
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Clitheroe, Interchange	-----	0959	1110	1159	1310	1359	1510	1559	1710	1759	1910	1959	2110
Clitheroe, Well Terrace	-----	1001	1112	1201	1312	1401	1512	1601	1712	1801	1912	2001	2112
Whalley	0910	1014	1125	1214	1325	1414	1525	1614	1725	1814	1925	2014	2125
Sabden, Four Lane Ends	-----	1022	-----	1222	-----	1422	-----	1622	-----	1822	-----	2022	-----
Padiham, Bridge Inn	0924	1039	1139	1239	1339	1439	1539	1639	1739	1839	1939	2039	2139
Burnley, Tim Bobbin	0930	1045	1145	1245	1345	1445	1545	1645	1745	1845	1945	2045	2145
Burnley, Bus Station arr	0938	1053	1153	1253	1353	1453	1553	1653	1753	1853	1953	2053	2153

Service Number	27
	\$
Clitheroe, Interchange	2159
Clitheroe, Well Terrace	2201
Whalley	2214
Sabden, Four Lane Ends	2222
Padiham, Bridge Inn	2239
Burnley, Tim Bobbin	2245
Burnley, Bus Station arr	2253

\$ - Operated on behalf of Lancashire County Council

BURNLEY - PADIHAM - READ - WHALLEY - CLITHEROE The Main Line 26
via Memorial Park - Shuttleworth Mead - Simonstone

BURNLEY - PADIHAM - READ - WHALLEY - CLITHEROE The Main Line 27
via Memorial Park - Shuttleworth Mead - Simonstone - Sabden
SUNDAY & BANK HOLIDAYS

Service Number	26	27	26	27	26	27	26	27	26	27	26	27	26
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Burnley, Bus Station dep	0858	1013	1113	1213	1313	1413	1513	1613	1713	1813	1913	2013	2113
Burnley, Tim Bobbin	0905	1020	1120	1220	1320	1420	1520	1620	1720	1820	1920	2020	2120
Padiham, Bridge Inn	0912	1027	1127	1227	1327	1427	1527	1627	1727	1827	1927	2027	2127
Padiham, Memorial Park	0914	1029	1129	1229	1329	1429	1529	1629	1729	1829	1929	2029	2129
Sabden, Four Lane Ends	-----	1045	-----	1245	-----	1445	-----	1645	-----	1845	-----	2045	-----
Whalley	0928	1053	1143	1253	1343	1453	1543	1653	1743	1853	1943	2053	2143
Clitheroe, Interchange	0941	1106	1156	1306	1356	1506	1556	1706	1756	1906	1956	2106	2156

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE –

Transdev Burnley & Pendle Mainline service between Burnley and Padiham

Transdev Lancashire United Service 22A between Clitheroe and Whalley (Sunday Daytime)

Rail Service between Clitheroe and Whalley

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

CHIPPING - LONGRIDGE - RIBCHESTER - BLACKBURN

35

via Salesbury - Wilpshire - Pleckgate - St Marys College
MONDAY TO SATURDAY

Service Number	35	35	35
	\$	\$	\$
CHIPPING Kirklands Estate	1948	2148	2348
LONGRIDGE Post Office	2002	2202	0002
RIBCHESTER Black Bull	2010	2210	0010
SALESBURY Bonny Inn	2019	2219	0019
WILPSHIRE Bulls Head	2022	2222	0022
PLECKGATE Knowles Arms	2025	2225	0025
BLACKBURN St Mary's College	2028	2228	0028
BLACKBURN Bus Station	2035	2235	0035

\$ - Operated on behalf of Lancashire County Council

BLACKBURN - RIBCHESTER - LONGRIDGE - CHIPPING

35

via St Marys College - Pleckgate - Wilpshire - Salesbury
MONDAY TO SATURDAY

Service Number	35	35
	\$	\$
BLACKBURN Bus Station	2100	2300
BLACKBURN St Mary's College	2107	2307
PLECKGATE Knowles Arms	2110	2310
WILPSHIRE Bulls Head	2115	2315
SALESBURY Bonny Inn	2118	2318
RIBCHESTER Black Bull	2126	2326
LONGRIDGE Opp Post Office	2133	2333
CHIPPING Kirklands Estate	2145	2345

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE – Rail Service between Blackburn and Wilpshire

RIBBLE VALLEY DISTRICT - APPENDIX 3

SUBSIDISED LOCAL BUS SERVICE EVENING AND SUNDAY JOURNEYS PROPOSED TO BE WITHDRAWN FROM 18 MAY 2014

PRESTON - CLITHEROE - GIBBURN - SKIPTON

280/X80

via Mellor Brook - Whalley - West Marton
SUNDAY & BANK HOLIDAYS

Service Number	280 \$	X80 \$	280 \$	X80 \$	280 \$	X80 \$	280 \$	X80 \$	280 \$	280 \$
PRESTON Bus Station	0900	-----	1100	-----	1300	-----	1500	-----	1600	1800
PRESTON Hesketh Arms	0907	-----	1107	-----	1307	-----	1507	-----	1607	1807
MELLOR BROOK Feilden Arms	0918	-----	1118	-----	1318	-----	1518	-----	1617	1816
LANGHO Petre Arms	0927	-----	1127	-----	1327	-----	1527	-----	1626	1825
WHALLEY Bus Embayment	0932	-----	1132	-----	1332	-----	1532	-----	1631	1830
CLITHEROE Interchange arr	0943	-----	1143	-----	1343	-----	1543	-----	1641	1840
CLITHEROE Interchange dep	-----	0947	-----	1147	-----	1347	-----	1547	1641	1840
CHATBURN Post Office	-----	0953	-----	1153	-----	1353	-----	1553	1647	1846
GIBBURN Travellers Court	-----	1000	-----	1200	-----	1400	-----	1600	-----	-----
WEST MARTON Crossroads	-----	1005	-----	1205	-----	1405	-----	1605	-----	-----
BROUGHTON Bull Inn	-----	1011	-----	1211	-----	1411	-----	1611	-----	-----
SKIPTON Railway Station	-----	1016	-----	1216	-----	1416	-----	1616	-----	-----
SKIPTON Bus Station	-----	1019	-----	1219	-----	1419	-----	1619	-----	-----

\$ - Operated on behalf of Lancashire County Council

SKIPTON - GIBBURN - CLITHEROE - PRESTON

280/X80

via West Marton - Whalley - Mellor Brook
SUNDAY & BANK HOLIDAYS

Service Number	280 \$	280 \$	X80 \$	280 \$	X80 \$	280 \$	X80 \$	280 \$	X80 \$	280 \$
SKIPTON Bus Station	-----	-----	1035	-----	1235	-----	1435	-----	1635	-----
SKIPTON Railway Station	-----	-----	1037	-----	1237	-----	1437	-----	1637	-----
BROUGHTON Bull Inn	-----	-----	1042	-----	1242	-----	1442	-----	1642	-----
WEST MARTON Crossroads	-----	-----	1046	-----	1246	-----	1446	-----	1646	-----
GIBBURN Post Office	-----	-----	1053	-----	1253	-----	1453	-----	1653	-----
CHATBURN Post Office	-----	1001	1101	-----	1301	-----	1501	-----	1701	-----
CLITHEROE Interchange arr	-----	1008	1108	-----	1308	-----	1508	-----	1708	-----
CLITHEROE Interchange dep	0812	1012	-----	1112	-----	1312	-----	1512	-----	1712
WHALLEY Bus Station	0823	1023	-----	1123	-----	1323	-----	1523	-----	1723
LANGHO Petre Arms	0828	1028	-----	1128	-----	1328	-----	1528	-----	1728
MELLOR BROOK Feilden Arms	0838	1038	-----	1138	-----	1338	-----	1538	-----	1738
PRESTON Hesketh Arms	0844	1044	-----	1144	-----	1344	-----	1544	-----	1744
PRESTON Bus Station	0855	1055	-----	1155	-----	1355	-----	1555	-----	1755

\$ - Operated on behalf of Lancashire County Council

LIST OF ALTERNATIVE TRANSPORT SERVICES AVAILABLE -

Stagecoach Service 9 and Rotala Preston Bus Service 16 between Preston and Hesketh Arms

Transdev Lancashire United Service 22A between Clitheroe and Whalley

Rail Service between Preston and Blackburn / Blackburn and Clitheroe

APPENDIX B

From: Bill Alker
Sent: 17 January 2014 14:47
To: 'bussservices@lancashire.gov.uk'
Cc: Cllr Stuart Hirst; Cllr Simon Hore; Marshal Scott
Subject: FW: Subsidised Bus Services - Budget Proposals

Dear Ashley

As discussed here are the views of Ribble Valley Borough Council on LCC's proposals to cut evening and weekend bus services in our area.

'Ribble Valley Borough Council wishes to object in the strongest possible terms to your proposals to cut bus services for all Sunday and evening services. Ribble Valley is a predominantly rural area and, as such, public transport is not only highly valued but much needed for those without a car. Many of the routes you are recommending to axe currently enable people from outlying villages to travel into larger towns such as Blackburn, Burnley and Preston.

People in rural communities have suffered a number of cuts to local services recently with sale of rural police houses, threats to rural medical practices, together with village pub and post office closures. To be faced with these further cuts to the rural infrastructure is inconsistent with the concept of 'localism' and will do nothing for rural mobility.

On the specifics of your proposals, I would point out that 9 services affected, 3 have no alternative mode of transport 4 offers alternatives but only on part of the route and the remaining 2 only offer a rail alternative.(which is always assuming customers can get to the station!)

We are also concerned at the short consultation period which really does not give enough time to properly consult and get the Council's views back to you. Ideally we would have preferred to discuss this at one of our Committees but this has proved impossible, primarily due to the timescale.

We would ask LCC to think again and, more importantly 'think rural' when considering any cuts to bus services

As a final point, these comments do have the full support of the four Ribble Valley County Councillors.

Bill Alker
Community Development Officer

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO POLICY & FINANCE COMMITTEE

INFORMATION

Agenda Item No 12

meeting date: 28 JANUARY 2014
title: TREASURY MANAGEMENT MONITORING 2013/14
submitted by: DIRECTOR OF RESOURCES
principal author: TRUDY HOLDERNESS

1 PURPOSE

- 1.1 To provide you with a monitoring report on our treasury management activities for period 1 April 2013 to 31 December 2013
- 1.2 Relevance to the Council's ambitions and priorities:
 - ❖ In accordance with the corporate strategy priority "to ensure a well-managed Council by maintaining critical financial management and controls." This report provides members with information regarding the treasury management activities for the period.
- 1.3 You have previously approved a treasury management policy in accordance with CIPFA's code of practice on treasury management for Local Authorities.
- 1.4 In accordance with this policy committee should receive a quarterly monitoring report on the Council's treasury management operations.

2 BACKGROUND

- 2.1 Events in recent years have raised the profile of the treasury management function and highlighted the potential serious risks involved.
- 2.2 The Council borrows any money it requires to fund its capital spending plans from the Public Works Loan Board. They make funds available for long loan periods at interest rates just below market rates and lend to Government and Public bodies. The Council rarely borrows to fund its revenue activities and is much more likely at any point in time to have surplus funds to invest.
- 2.3 On a daily basis we assess our cash flow position. To do this we estimate the funds we expect to receive e.g. council tax payments, grants and fees, and deduct any known payments we expect to make e.g. precepts, creditors and salaries.
On most days the Council is in a position where it has surplus funds available to invest.
- 2.4 How we invest these surplus funds is governed by the Council's Treasury Management policies and practices agreed and reported to Policy and Finance Committee and ultimately Full Council.

The main points being:

- (i) The Council maintains a list of organisations it will lend its surplus funds to, which is regularly reviewed. The current list is shown in section 7 of this report.
- (ii) The Council has maximum limits for each institution of £1.5m with the exception of the Debt Management Office (DMO), where the Government guarantees investments. Our limit with the DMO is currently £5m.

- (iii) The safety of our investments are paramount and not the requirement to maximise returns.
- (iv) Our policy has been to only lend to major British Banks and Building Societies relying on the assumption that the Government would be unlikely to allow a major bank/building society to fail.

3 INFORMATION

- 3.1 Nationally, bank base interest rates have remained static at 0.5% in the period.
- 3.2 This low interest rate has had no immediate effect on the interest payable on the Council's long-term loan debt from Public Works Loan Board (PWLB), which is all at fixed interest rates. However, it has resulted in a continued low level of income from our temporary investments.
- 3.3 In the Chancellor's Budget on March 21 a reduction in the PWLB interest rate was revealed. The reduction was to be applicable for those councils that provide 'improved information and transparency' on 'borrowing and associated capital spending plans'.
- 3.4 The discount is being provided largely in return for the government's request for local authorities to voluntarily provide information on their three year plans for borrowing, capital spend, debt financing and also a commentary on the main capital priorities to be financed over the period. By receiving this information the government will be better able to build more robust forecasts of public expenditure.
- 3.5 The returns are requested on an annual basis and must be completed in order to qualify for the certainty discount rate. A return has been submitted for Ribble Valley Borough Council and we are now listed as an eligible council on the PWLB website. This eligibility will remain until 31 October 2014.

4 BORROWING REQUIREMENTS

- 4.1 The movement on the Council's external borrowing can be summarised as follows.

	PWLB £000	Other £000	Total £000
External Debt at 1 April 2013	365	7	372
Transactions - New Loans	0	0	0
- Repayments	-36	0	- 36
External debt at 31 December 2013	329	7	336

- 4.2 No temporary loans have been taken out during the period. This compares to 2012/13 when a temporary loan of £1.1m was required due to a shortfall in cash balances between paying precepts to Lancashire County Council, Police and Fire Authorities and receiving council tax and NNDR direct debit income.
- 4.3 Total interest paid on the Council's external debt was £8,640 compared to £10,335 in the previous year.

5 INVESTMENTS

- 5.1 In accordance with the treasury management policy, surplus funds are temporarily invested via the money market at the best rate of interest available with the minimisation of risk to the capital sum.
- 5.2 The average interest we received on all external investments for the period 1 April 2013 to 31 December 2013 was 0.33%, which was above the average local authority seven-day notice deposit rate of 0.26%.
- 5.3 The movement in the Council's external investments are shown in Annex 1 and can be summarised as follows:

	Banks/ Building Societies £000	Other Local Authorities £000	Total £000
Monies Invested at 1 April 2013	2,515	0	2,515
Transactions - New Investments	60,655	0	60,655
- Repayment of Investments	-58,720	-0	-58,720
Monies Invested as at 31 December 2013	4,450	0	4,450

- 5.4 The following investments were held as at 31 December 2013.

Date Invested	Nos	Borrower	Notice	Rate %	£'000	£'000
23 Dec'13	194	Barclays Bank Plc.	Fixed 15 Jan'14	0.286	350	
						350
30 Dec'13	188	Coventry Building Society	Fixed 04 Feb'14	0.410	600	
30 Dec'13	190	Coventry Building Society	Fixed 04 Feb'14	0.410	850	
						1,450
31 Dec'13	209	Nationwide Building Society	Fixed 20 Jan'14	0.350	1,500	
						1,500
24 Dec'13	208	HSBC Bank Plc.	Fixed 02 Jan'14	0.260	250	
31 Dec'13	210	HSBC Bank Plc.	Fixed 02 Jan'14	0.260	900	
						1,150
Total Investments as at 31 December 2013						4,450

- 5.5 The total interest received on the Council's external investments during the period was £11,805 compared with £8,670 in the previous year.

6 PRUDENTIAL INDICATORS

- 6.1 The Prudential Code for Capital Finance in Local Authorities (the Code) initially came into effect from 1 April 2004. It regulates the Council's ability to undertake new capital investment.
- 6.2 It was fully revised in 2009 to take account of the implications of the implementation of the International Financial Reporting Standard (IFRS) and has since been updated following regulatory changes resulting from the Localism Bill (2011).

6.3 In accordance with this Code the Council agreed to monitor four prudential indicators as follows. This committee approved these in March 2013.

- ❖ Upper limits on variable rate exposure. This indicator identifies a maximum limit for variable interest rates based upon the debt provision net of investments.
- ❖ Upper limits on fixed rate exposure. Similar to the previous indicators, this covers a maximum limit on fixed interest rates
- ❖ Maturity structure of borrowing. These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing.
- ❖ Total principal funds invested for a period longer than 364 days. These limits are set to reduce the need for early sale of an investment and are based on the availability of investments after each year-end

6.4 The limits set on interest rate exposures for 2013/14 were as follows:

	Upper Limit £000	Current Actual £000
Maximum Principal Sums Borrowed >364 days	5,031	336
Limits on Fixed Interest Rates	5,031	336
Limits on Variable Interest Rates	1,006	0

6.5 The upper and lower limits for the maturity structure of its borrowings for 2013/14 were as follows:

	Upper Limit %	Lower Limit %	Current Actual %
Under 12 months	20	0	19.10
12 Months and Within 24 Months	20	0	14.30
24 Months and Within 5 Years	40	0	25.16
5 Years and Within 10 Years	30	0	13.91
10 Years and Above	90	0	27.53

6.6 The total principal funds invested for a period longer than 364 days was set at nil. No investments have been made in the period for longer than 364 days.

7 APPROVED ORGANISATIONS

7.1 Principally, Fitch credit ratings are used as an indication of the probability of organisations defaulting on our investments and are defined in Annex 2. They only show an indication of the current credit position. They are being monitored on a regular basis and any significant changes will be reported to this committee. In addition, we monitor and consider the ratings given by rating agents Standard and Poor, and Moody's together with the Fitch ratings prior to investing any monies on a day-to-day basis. The full list of ratings for our approved institutions is shown at Annex 3, and is a snapshot as at 14 January 2014.

7.2 It has previously been approved that investments with Building Societies be limited to the top 8 building societies based on their total assets, excluding West Bromwich Building Society, these are:

Name	Current Ranking		Full Transaction Review Date	Fitch Rating	
	October 2013	December 2013		Long Term	Short Term
Nationwide	1	1	19.09.13	A	F1
Yorkshire	2	2	22.10.13	BBB+	F2
Coventry	3	3	22.10.13	A	F1
Skipton	4	4	22.10.13	BBB-	F3
Leeds	5	5	22.10.13	A-	F2
Principality	6	6	22.10.13	BBB+	F2
West Bromwich	7	7	Withdrawn from rating process		
Newcastle	8	8	22.10.13	BB+	B

- 7.3 The banks we use are reviewed annually as part of the Treasury Management Practices to take into account their Fitch IBCA long-term and short-term credit rating. The current ratings are as follows:

	Fitch Ratings		
	Fitch's Full Transaction Review Date	Long Term	Short Term
Santander UK Plc.	19.09.13	A	F1
Barclays Bank Plc.	16.05.13	A	F1
Bank of Scotland Plc.	19.09.13	A	F1
Bradford & Bingley Bank Plc.	Rating Withdrawn – 06.09.12		
Co-operative Bank (The) *	20.12.13	B	B
HSBC Bank Plc.	16.05.13	AA-	F1+
Lloyds TSB Bank Plc.	19.09.13	A	F1
National Westminster Bank Plc.	19.09.13	A	F1
Northern Rock (Asset Management) Plc.	Rating Withdrawn – 06.09.12		
Royal Bank of Scotland Plc. (The)	19.09.13	A	F1

* Downgraded since last reported

- 7.4 In addition to the building societies and banks we use for investments, also approved for use is the United Kingdom Debt Management Office, where the Government guarantees investments.

8 RECENT EVENTS

- 8.1 The financial regulator has been accused of misrepresenting the Financial Conduct Authority (FSA) role in Co-op Bank's Liability Management Exercise (LME). The Chancellor has recently announced an independent review into the events that led to the LME and it will include the role of the FSA.
- 8.2 It is imperative that we continue to protect the council's principal sums invested in order to minimize its exposure to risks.
- 8.3 To ensure our exposure is limited as far as possible, we have continued with the following measures:
- (i) Daily early morning meetings to discuss the latest position
 - ❖ Lending arrangements
 - ❖ A review of the Markets
 - ❖ A review of our current investments and whether we consider they are still safe.
 - ❖ Institution Ratings
 - (ii) Authorisation prior to investments with either the Director of Resources or the Head of Financial Services
 - (iii) Keep Leader/Chief Executive informed
 - (iv) Look to arrange new secure options for investments

9 CONCLUSION

- 9.1 It is essential to minimise the risk to the principal sums that are invested. Through the careful investment of sums in line with the council's strategy the level of risk in our investments has been kept to a minimum.
- 9.2 With interest rates remaining at low levels, the amount of income received from investing surplus cash balances continues to be low, but marginally higher than those attained for the same period in the 2012/13 financial year.
- 9.3 Due to the continued movement in judgements made by rating agents, and the continued uncertainty in the Eurozone, a prudent approach continues to be followed in the investment of any surplus cash balances on a day to day basis.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF4-13TH/AC
14 January 2014

For further information please ask for Trudy Holderness, extension 4436

POLICY AND FINANCE COMMITTEE

TEMPORARY INVESTMENT ACTIVITY – 2013/14

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED £	INTEREST RATE %	DATE REPAID	PRINCIPAL REPAID £	INTEREST RECEIVED/ DUE £	FITCH RATING AT TIME OF INVESTMENT	
								LONG-TERM	SHORT-TERM
INVESTMENTS BROUGHT FORWARD AT 1 APRIL 2013									
25-Feb-13	156	Barclays Bank PLC	220,000	0.3790	22-Apr-13	-220,000	-127.93	A	F1
					Debtor		79.95		
25-Feb-13	213	Barclays Bank PLC	Rolled Over	0.3790	22-Apr-13		-191.89	A	F1
22-Apr-13	213	Barclays Bank PLC	330,000	0.3320	20-May-13	-330,000	-84.05	A	F1
					Debtor		119.93		
07-Feb-13	242	Coventry BS	900,000	0.4000	22-Apr-13	-900,000	-729.86	A	F1
					Debtor		522.74		
21-Mar-13	269	HSBC	65,000	0.2600	02-Apr-13	-65,000	-5.56	AA-	F1+
					Debtor		5.09		
28-Mar-13	272	Nationwide BS	1,000,000	0.3500	22-Apr-13	-1,000,000	-239.73	A+	F1
					Debtor		38.36		
MONIES INVESTED AT 1 APRIL			2,515,000			-2,515,000	-612.95		
INVESTMENTS MADE APRIL TO DECEMBER 2013									
Apr'13									
02-Apr-13	1	HSBC	420,000	0.2600	08-Apr-13	-420,000	-17.95	AA-	F1+
03-Apr-13	2	HSBC	150,000	0.2600	19-Apr-13	-150,000	-17.10	AA-	F1+
04-Apr-13	3	HSBC	85,000	0.2600	15-Apr-13	-85,000	-6.66	AA-	F1+
08-Apr-13	4	HSBC	300,000	0.2600	11-Apr-13	-300,000	-6.41	AA-	F1+
09-Apr-13	5	HSBC	110,000	0.2600	11-Apr-13	-110,000	-1.57	AA-	F1+
10-Apr-13	6	HSBC	100,000	0.2600	15-Apr-13	-100,000	-3.56	AA-	F1+

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED	INTEREST RATE	DATE REPAID	PRINCIPAL REPAID	INTEREST RECEIVED/DUE	FITCH RATING AT TIME OF INVESTMENT	
			£	%		£	£	LONG-TERM	SHORT-TERM
11-Apr-13	7	HSBC	200,000	0.2600	12-Apr-13	-200,000	-1.42	AA-	F1+
11-Apr-13	8	HSBC	600,000	0.2600	22-Apr-13	-600,000	-47.01	AA-	F1+
12-Apr-13	9	HSBC	80,000	0.2600	15-Apr-13	-80,000	-1.71	AA-	F1+
12-Apr-13	10	HSBC	400,000	0.2600	22-Apr-13	-400,000	-28.49	AA-	F1+
15-Apr-13	11	HSBC	140,000	0.2600	22-Apr-13	-140,000	-6.98	AA-	F1+
16-Apr-13	12	HSBC	90,000	0.2600	17-Apr-13	-90,000	-0.64	AA-	F1+
17-Apr-13	13	HSBC	150,000	0.2600	22-Apr-13	-150,000	-5.34	AA-	F1+
18-Apr-13	14	Barclays Bank PLC	160,000	0.2990	13-May-13	-160,000	-32.77	A	F1
19-Apr-13	15	HSBC	160,000	0.2600	22-Apr-13	-160,000	-3.42	AA-	F1+
22-Apr-13	16	HSBC	125,000	0.2600	29-Apr-13	-125,000	-6.23	AA-	F1+
23-Apr-13	17	HSBC	75,000	0.2600	29-Apr-13	-75,000	-3.21	AA-	F1+
25-Apr-13	18	HSBC	90,000	0.2600	29-Apr-13	-90,000	-2.56	AA-	F1+
26-Apr-13	19	HSBC	80,000	0.2600	29-Apr-13	-80,000	-1.71	AA-	F1+
29-Apr-13	20	Coventry BS	1,400,000	0.3900	20-May-13	-1,400,000	-314.14	A	F1
30-Apr-13	21	Nationwide BS	1,500,000	0.3800	29-May-13	-1,500,000	-452.88	A+	F1
30-Apr-13	22	Barclays Bank PLC	250,000	0.3340	29-May-13	-250,000	-66.34	A	F1
30-Apr-13	23	HSBC	250,000	0.2600	07-May-13	-250,000	-12.47	AA-	F1+
			6,915,000			-6,915,000	-1,040.57		
May'13									
01-May-13	24	HSBC	190,000	0.2600	07-May-13	-190,000	-8.12	AA-	F1+
03-May-13	25	HSBC	100,000	0.2600	07-May-13	-100,000	-2.85	AA-	F1+
07-May-13	26	Barclays Bank PLC	500,000	0.2780	29-May-13	-500,000	-83.78	A	F1
07-May-13	27	HSBC	60,000	0.2600	08-May-13	-60,000	-0.43	AA-	F1+
08-May-13	28	HSBC	70,000	0.2600	13-May-13	-70,000	-2.49	AA-	F1+
09-May-13	29	HSBC	70,000	0.2600	17-May-13	-70,000	-3.99	AA-	F1+
10-May-13	30	HSBC	280,000	0.2600	29-May-13	-280,000	-37.90	AA-	F1+
13-May-13	31	HSBC	50,000	0.2600	15-May-13	-50,000	-0.71	AA-	F1+
13-May-13	32	HSBC	160,000	0.2600	20-May-13	-160,000	-7.98	AA-	F1+
14-May-13	33	HSBC	100,000	0.2600	15-May-13	-100,000	-0.71	AA-	F1+

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED	INTEREST RATE	DATE REPAID	PRINCIPAL REPAID	INTEREST RECEIVED/DUE	FITCH RATING AT TIME OF INVESTMENT	
			£	%		£	£	LONG-TERM	SHORT-TERM
15-May-13	34	HSBC	200,000	0.2600	20-May-13	-200,000	-7.12	AA-	F1+
15-May-13	35	HSBC	100,000	0.2600	22-May-13	-100,000	-4.99	AA-	F1+
15-May-13	36	HSBC	400,000	0.2600	29-May-13	-400,000	-39.89	AA-	F1+
16-May-13	37	HSBC	65,000	0.2600	20-May-13	-65,000	-1.85	AA-	F1+
17-May-13	38	HSBC	100,000	0.2600	17-May-13	-100,000	-2.14	AA-	F1+
20-May-13	39	Coventry BS	Rolled Over	0.3800	19-Jun-13		-156.16	A	F1
19-Jun-13	39	Coventry BS	500,000	0.3900	22-Jul-13	-500,000	-176.30	A	F1
21-May-13	40	HSBC	85,000	0.2600	28-May-13	-85,000	-4.24	AA-	F1+
22-May-13	41	HSBC	60,000	0.2600	28-May-13	-60,000	-2.56	AA-	F1+
24-May-13	42	HSBC	90,000	0.2600	28-May-13	-90,000	-2.56	AA-	F1+
28-May-13	43	Coventry BS	Rolled Over	0.3900	03-Jul-13		-346.19	A	F1
03-Jul-13	43	Coventry BS	900,000	0.3900	22-Jul-13	-900,000	-182.71	A	F1
29-May-13	44	HSBC	140,000	0.2600	03-Jun-13	-140,000	-4.99	AA-	F1+
31-May-13	45	HSBC	200,000	0.2600	10-Jun-13	-200,000	-14.25	AA-	F1+
31-May-13	46	HSBC	150,000	0.2600	17-Jun-13	-150,000	-18.16	AA-	F1+
31-May-13	47	Nationwide BS	1,210,000	0.3300	19-Jun-13	-1,210,000	-207.85	A+	F1
31-May-13	48	Barclays Bank PLC	1,000,000	0.4010	03-Jul-13	-1,000,000	-362.55	A	F1
			6,780,000			-6,780,000	-1,683.47		
June'13									
03-Jun-13	49	HSBC	320,000	0.2600	14-Jun-13	-320,000	-25.07	AA-	F1+
03-Jun-13	50	HSBC	150,000	0.2600	21-Jun-13	-150,000	-19.23	AA-	F1+
05-Jun-13	51	HSBC	80,000	0.2600	10-Jun-13	-80,000	-2.85	AA-	F1+
07-Jun-13	52	HSBC	140,000	0.2600	10-Jun-13	-140,000	-2.99	AA-	F1+
10-Jun-13	53	HSBC	360,000	0.2600	19-Jun-13	-360,000	-23.08	AA-	F1+
12-Jun-13	54	HSBC	50,000	0.2600	17-Jun-13	-50,000	-1.78	AA-	F1+
13-Jun-13	55	HSBC	80,000	0.2600	17-Jun-13	-80,000	-2.28	AA-	F1+
14-Jun-13	56	HSBC	210,000	0.2600	17-Jun-13	-210,000	-4.49	AA-	F1+
17-Jun-13	57	Barclays Bank PLC	500,000	0.3760	07-Aug-13	-500,000	-262.68	A	F1
17-Jun-13	58	HSBC	90,000	0.2600	18-Jun-13	-90,000	-0.64	AA-	F1+

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			£	%		£	£	LONG-TERM	SHORT-TERM
18-Jun-13	59	HSBC	150,000	0.2600	19-Jun-13	-150,000	-1.07	AA-	F1+
19-Jun-13	60	HSBC	100,000	0.2600	20-Jun-13	-100,000	-0.71	AA-	F1+
19-Jun-13	61	HSBC	500,000	0.2600	24-Jun-13	-500,000	-17.81	AA-	F1+
20-Jun-13	62	HSBC	100,000	0.2600	08-Jul-13	-100,000	-12.82	AA-	F1+
21-Jun-13	63	HSBC	120,000	0.2600	08-Jul-13	-120,000	-14.53	AA-	F1+
24-Jun-13	64	HSBC	450,000	0.2600	03-Jul-13	-450,000	-28.85	AA-	F1+
25-Jun-13	65	HSBC	60,000	0.2600	26-Jun-13	-60,000	-0.43	AA-	F1+
26-Jun-13	66	HSBC	100,000	0.2600	19-Jul-13	-100,000	-16.38	AA-	F1+
27-Jun-13	67	HSBC	75,000	0.2600	28-Jun-13	-75,000	-0.53	AA-	F1+
28-Jun-13	68	Santander UK PLC	800,000	0.3500	03-Jul-13	-800,000	-38.36	A	F1
			4,435,000			-4,435,000	-476.58		
July'13									
01-Jul-13	69	HSBC	730,000	0.2600	03-Jul-13	-730,000	-10.40	AA-	F1+
01-Jul-13	70	Santander UK PLC	370,000	0.3500	08-Jul-13	-370,000	-24.84	A	F1
01-Jul-13	71	Nationwide BS	1,500,000	0.3800	07-Aug-13	-1,500,000	-577.81	A+	F1
03-Jul-13	72	HSBC	160,000	0.2600	15-Jul-13	-160,000	-13.68	AA-	F1+
04-Jul-13	73	HSBC	80,000	0.2600	08-Jul-13	-80,000	-2.28	AA-	F1+
05-Jul-13	74	HSBC	50,000	0.2600	08-Jul-13	-50,000	-1.07	AA-	F1+
08-Jul-13	75	HSBC	230,000	0.2600	15-Jul-13	-230,000	-11.47	AA-	F1+
08-Jul-13	76	HSBC	370,000	0.2600	09-Jul-13	-370,000	-2.64	AA-	F1+
09-Jul-13	77	Barclays Bank PLC	400,000	0.3340	07-Aug-13	-400,000	-106.15	A	F1
09-Jul-13	78	HSBC	45,000	0.2600	10-Jul-13	-45,000	-0.32	AA-	F1+
10-Jul-13	79	HSBC	70,000	0.2600	15-Jul-13	-70,000	-2.49	AA-	F1+
11-Jul-13	80	HSBC	60,000	0.2600	12-Jul-13	-60,000	-0.43	AA-	F1+
12-Jul-13	81	HSBC	270,000	0.2600	15-Jul-13	-270,000	-5.77	AA-	F1+
15-Jul-13	82	Barclays Bank PLC	Rolled Over	0.2860	07-Aug-13		-72.09	A	F1
07-Aug-13	82	Barclays Bank PLC	400,000	0.3750	12-Sep-13	-400,000	-146.37	A	F1
15-Jul-13	83	HSBC	40,000	0.2600	16-Jul-13	-40,000	-0.28	AA-	F1+
16-Jul-13	84	HSBC	95,000	0.2600	17-Jul-13	-95,000	-0.68	AA-	F1+

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			£	%		£	£	LONG-TERM	SHORT-TERM
17-Jul-13	85	HSBC	100,000	0.2600	22-Jul-13	-100,000	-3.56	AA-	F1+
17-Jul-13	86	HSBC	40,000	0.2600	18-Jul-13	-40,000	-0.28	AA-	F1+
18-Jul-13	87	HSBC	120,000	0.2600	22-Jul-13	-120,000	-3.42	AA-	F1+
19-Jul-13	88	HSBC	120,000	0.2600	22-Jul-13	-120,000	-2.56	AA-	F1+
22-Jul-13	89	Barclays Bank PLC	Rolled Over	0.2300	01-Aug-13		-12.60	A	F1
01-Aug-13	89	Barclays Bank PLC	Rolled Over	0.3060	27-Aug-13		-43.59	A	F1
27-Aug-13	89	Barclays Bank PLC	200,000	0.2300	12-Sep-13	-200,000	-20.16	A	F1
22-Jul-13	90	HSBC	270,000	0.2600	24-Jul-13	-270,000	-3.85	AA-	F1+
24-Jul-13	91	HSBC	380,000	0.2600	29-Jul-13	-380,000	-13.53	AA-	F1+
26-Jul-13	92	HSBC	85,000	0.2600	29-Jul-13	-85,000	-1.82	AA-	F1+
29-Jul-13	93	Coventry BS	1,000,000	0.4000	19-Aug-13	-1,000,000	-230.14	A	F1
29-Jul-13	94	HSBC	140,000	0.2600	05-Aug-13	-140,000	-6.98	AA-	F1+
30-Jul-13	95	HSBC	90,000	0.2600	31-Jul-13	-90,000	-0.64	AA-	F1+
31-Jul-13	96	Coventry BS	Rolled Over	0.3500	19-Aug-13		-91.10	A	F1
19-Aug-13	96	Coventry BS	500,000	0.4000	12-Sep-13	-500,000	-131.51	A	F1
31-Jul-13	97	HSBC	290,000	0.2600	01-Aug-13	-290,000	-2.07	AA-	F1+
31-Jul-13	98	HSBC	700,000	0.2600	12-Aug-13	-700,000	-59.84	AA-	F1+
31-Jul-13	99	Bank Of Scotland	Rolled Over	0.2500	07-Aug-13		-52.74	A	F1
07-Aug-13	99	Bank Of Scotland	1,100,000	0.4000	12-Sep-13	-1,100,000	-433.97	A	F1
			10,005,000			-10,005,000	-2,093.13		
Aug'13									
01-Aug-13	100	HSBC	650,000	0.2600	07-Aug-13	-650,000	-27.78	AA-	F1+
05-Aug-13	101	HSBC	150,000	0.2600	07-Aug-13	-150,000	-2.14	AA-	F1+
07-Aug-13	102	HSBC	250,000	0.2600	20-Aug-13	-250,000	-23.15	AA-	F1+
07-Aug-13	103	HSBC	200,000	0.2600	12-Aug-13	-200,000	-7.12	AA-	F1+
08-Aug-13	104	HSBC	80,000	0.2600	12-Aug-13	-80,000	-2.28	AA-	F1+
09-Aug-13	105	HSBC	250,000	0.2600	12-Aug-13	-250,000	-5.34	AA-	F1+
12-Aug-13	106	HSBC	160,000	0.2600	13-Aug-13	-160,000	-1.14	AA-	F1+
12-Aug-13	107	Barclays Bank PLC	500,000	0.3260	09-Sep-13	-500,000	-125.04	A	F1

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED	INTEREST RATE	DATE REPAID	PRINCIPAL REPAID	INTEREST RECEIVED/DUE	FITCH RATING AT TIME OF INVESTMENT	
			£	%		£	£	LONG-TERM	SHORT-TERM
13-Aug-13	108	HSBC	230,000	0.2600	14-Aug-13	-230,000	-1.64	AA-	F1+
14-Aug-13	109	HSBC	150,000	0.2600	15-Aug-13	-150,000	-1.07	AA-	F1+
14-Aug-13	110	HSBC	100,000	0.2600	22-Aug-13	-100,000	-5.70	AA-	F1+
15-Aug-13	111	HSBC	150,000	0.2600	16-Aug-13	-150,000	-1.07	AA-	F1+
15-Aug-13	112	HSBC	400,000	0.2600	19-Aug-13	-400,000	-11.40	AA-	F1+
16-Aug-13	113	HSBC	100,000	0.2600	20-Aug-13	-100,000	-2.85	AA-	F1+
16-Aug-13	114	HSBC	100,000	0.2600	20-Aug-13	-100,000	-0.71	AA-	F1+
20-Aug-13	115	Coventry BS	Rolled Over	0.3900	12-Sep-13		-122.88	A	F1
12-Sep-13	115	Coventry BS	Rolled Over	0.4100	17-Oct-13		-196.58	A	F1
17-Oct-13	115	Coventry BS	500,000	0.4100	21-Nov-13	-500,000	-196.58	A	F1
21-Aug-13	116	HSBC	80,000	0.2600	27-Aug-13	-80,000	-3.42	AA-	F1+
23-Aug-13	117	HSBC	100,000	0.2600	27-Aug-13	-100,000	-2.85	AA-	F1+
27-Aug-13	118	HSBC	150,000	0.2600	28-Aug-13	-150,000	-1.07	AA-	F1+
28-Aug-13	119	Coventry BS	500,000	0.3900	19-Sep-13	-500,000	-117.53	A	F1
28-Aug-13	120	Barclays Bank PLC	400,000	0.2760	19-Sep-13	-400,000	-66.54	A	F1
29-Aug-13	121	HSBC	100,000	0.2600	02-Sep-13	-100,000	-2.85	AA-	F1+
30-Aug-13	122	HSBC	120,000	0.2600	02-Sep-13	-120,000	-2.56	AA-	F1+
			5,420,000			-5,420,000	-931.29		
Sept'13									
02-Sep-13	123	Nationwide BS	1,500,000	0.3000	17-Oct-13	-1,500,000	-554.79	A+	F1
02-Sep-13	124	HSBC	230,000	0.2600	03-Sep-13	-230,000	-1.64	AA-	F1+
02-Sep-13	125	HSBC	200,000	0.2600	09-Sep-13	-200,000	-9.97	AA-	F1+
02-Sep-13	126	HSBC	200,000	0.2600	12-Sep-13	-200,000	-14.25	AA-	F1+
02-Sep-13	127	HSBC	350,000	0.2600	13-Sep-13	-350,000	-27.42	AA-	F1+
02-Sep-13	128	HSBC	200,000	0.2600	19-Sep-13	-200,000	-24.22	AA-	F1+
04-Sep-13	129	HSBC	100,000	0.2600	09-Sep-13	-100,000	-3.56	AA-	F1+
06-Sep-13	130	HSBC	120,000	0.2600	09-Sep-13	-120,000	-2.56	AA-	F1+
09-Sep-13	131	HSBC	350,000	0.2600	12-Sep-13	-350,000	-7.48	AA-	F1+
10-Sep-12	132	HSBC	60,000	0.2600	12-Sep-13	-60,000	-0.85	AA-	F1+

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED	INTEREST RATE	DATE REPAID	PRINCIPAL REPAID	INTEREST RECEIVED/DUE	FITCH RATING AT TIME OF INVESTMENT	
								LONG-TERM	SHORT-TERM
			£	%		£	£		
11-Sep-12	133	HSBC	65,000	0.2600	12-Sep-13	-65,000	-0.46	AA-	F1+
12-Sep-13	134	HSBC	50,000	0.2600	16-Sep-13	-50,000	-1.42	AA-	F1+
12-Sep-13	135	HSBC	280,000	0.2600	16-Sep-13	-280,000	-5.98	AA-	F1+
16-Sep-13	136	Coventry BS	Rolled Over	0.4100	17-Oct-13		-174.11	A	F1
17-Oct-13	136	Coventry BS	500,000	0.4100	21-Nov-13	-500,000	-196.58	A	F1
16-Sep-13	137	HSBC	140,000	0.2600	19-Sep-13	-140,000	-2.99	AA-	F1+
16-Sep-13	138	HSBC	100,000	0.2600	20-Sep-13	-100,000	-2.85	AA-	F1+
16-Sep-13	139	HSBC	150,000	0.2600	23-Sep-13	-150,000	-7.48	AA-	F1+
17-Sep-13	140	HSBC	60,000	0.2600	16-Sep-13	-60,000	-0.43	AA-	F1+
18-Sep-13	141	HSBC	90,000	0.2600	23-Sep-13	-90,000	-3.21	AA-	F1+
19-Sep-13	142	HSBC	100,000	0.2600	23-Sep-13	-100,000	-2.85	AA-	F1+
20-Sep-13	143	HSBC	100,000	0.2600	23-Sep-13	-100,000	-2.14	AA-	F1+
23-Sep-13	144	Barclays Bank PLC	360,000	0.2960	17-Oct-13	-360,000	-70.07	A	F1
24-Sep-13	145	HSBC	60,000	0.2600	30-Sep-13	-60,000	-2.56	AA-	F1+
26-Sep-13	146	HSBC	100,000	0.2600	30-Sep-13	-100,000	-2.85	AA-	F1+
27-Sep-13	147	HSBC	50,000	0.2600	30-Sep-13	-50,000	-1.07	AA-	F1+
30-Sep-13	148	HSBC	700,000	0.2600	07-Oct-13	-700,000	-34.90	AA-	F1+
30-Sep-13	149	HSBC	200,000	0.2600	14-Oct-13	-200,000	-19.95	AA-	F1+
30-Sep-13	150	Barclays Bank PLC	1,140,000	0.3000	21-Oct-13	-1,140,000	-196.77	A	F1
30-Sep-13	151	Coventry BS	500,000	0.4100	19-Nov-13	-500,000	-280.82	A	F1
30-Sep-13	152	Bank Of Scotland	Rolled Over	0.4100	19-Nov-13		-460.27	A	F1
19-Nov-13	152	Bank Of Scotland	800,000	0.4000	30-Dec-13	-800,000	-359.45	A	F1
			8,855,000			-8,855,000	-2,475.95		
Oct'13									
01-Oct-13	153	HSBC	100,000	0.2600	07-Oct-13	-100,000	-4.27	AA-	F1+
03-Oct-13	154	HSBC	80,000	0.2600	07-Oct-13	-80,000	-2.28	AA-	F1+
04-Oct-13	155	HSBC	70,000	0.2600	07-Oct-13	-70,000	-1.50	AA-	F1+
07-Oct-13	156	HSBC	350,000	0.2600	17-Oct-13	-350,000	-24.93	AA-	F1+
08-Oct-13	157	HSBC	75,000	0.2600	14-Oct-13	-75,000	-3.21	AA-	F1+

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED	INTEREST RATE	DATE REPAID	PRINCIPAL REPAID	INTEREST RECEIVED/DUE	FITCH RATING AT TIME OF INVESTMENT	
			£	%		£	£	LONG-TERM	SHORT-TERM
10-Oct-13	158	HSBC	90,000	0.2600	18-Oct-13	-90,000	-5.13	AA-	F1+
11-Oct-13	159	HSBC	300,000	0.2600	17-Oct-13	-300,000	-12.82	AA-	F1+
14-Oct-13	160	HSBC	150,000	0.2600	21-Oct-13	-150,000	-7.48	AA-	F1+
14-Oct-13	161	HSBC	100,000	0.2600	22-Oct-13	-100,000	-5.70	AA-	F1+
15-Oct-13	162	HSBC	440,000	0.2600	17-Oct-13	-440,000	-6.27	AA-	F1+
16-Oct-13	163	HSBC	70,000	0.2600	17-Oct-13	-70,000	-0.50	AA-	F1+
17-Oct-13	164	HSBC	200,000	0.2600	21-Oct-13	-200,000	-5.70	AA-	F1+
18-Oct-13	165	HSBC	150,000	0.2600	21-Oct-13	-150,000	-3.21	AA-	F1+
21-Oct-13	166	Bank Of Scotland	550,000	0.4100	21-Nov-13	-550,000	-191.52	A	F1
23-Oct-13	167	HSBC	80,000	0.2600	28-Oct-13	-80,000	-2.85	AA-	F1+
25-Oct-13	168	HSBC	130,000	0.2600	04-Nov-13	-130,000	-9.26	AA-	F1+
28-Oct-13	169	Barclays Bank PLC	760,000	0.2900	21-Nov-13	-760,000	-146.92	A	F1
30-Oct-13	170	HSBC	100,000	0.2600	31-Oct-13	-100,000	-0.71	AA-	F1+
31-Oct-13	171	HSBC	650,000	0.2600	04-Nov-13	-650,000	-18.52	AA-	F1+
31-Oct-13	172	HSBC	150,000	0.2600	11-Nov-13	-150,000	-11.75	AA-	F1+
31-Oct-13	173	Barclays Bank PLC	550,000	0.2700	21-Nov-13	-550,000	-85.44	A	F1
31-Oct-13	174	Nationwide BS	1,250,000	0.4100	19-Dec-13	-1,250,000	-688.01	A	F1
			6,395,000			-6,395,000	-1,237.98		
Nov'13									
01-Nov-13	175	HSBC	120,000	0.2600	04-Nov-13	-120,000	-2.56	AA-	F1+
04-Nov-13	176	HSBC	150,000	0.2600	11-Nov-13	-150,000	-7.48	AA-	F1+
04-Nov-13	177	HSBC	100,000	0.2600	22-Nov-13	-100,000	-12.82	AA-	F1+
05-Nov-13	178	HSBC	60,000	0.2600	06-Nov-13	-60,000	-0.43	AA-	F1+
06-Nov-13	179	HSBC	175,000	0.2600	25-Nov-13	-175,000	-23.68	AA-	F1+
07-Nov-13	180	HSBC	80,000	0.2600	11-Nov-13	-80,000	-1.71	AA-	F1+
11-Nov-13	181	HSBC	330,000	0.2600	18-Nov-13	-330,000	-16.45	AA-	F1+
14-Nov-13	182	HSBC	140,000	0.2600	15-Nov-13	-140,000	-1.00	AA-	F1+
15-Nov-13	183	HSBC	750,000	0.2600	19-Nov-13	-750,000	-21.37	AA-	F1+
18-Nov-13	184	HSBC	170,000	0.2600	19-Nov-13	-170,000	-1.21	AA-	F1+

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED	INTEREST RATE	DATE REPAID	PRINCIPAL REPAID	INTEREST RECEIVED/DUE	FITCH RATING AT TIME OF INVESTMENT	
								LONG-TERM	SHORT-TERM
			£	%		£	£		
19-Nov-13	185	HSBC	235,000	0.2600	25-Nov-13	-235,000	-10.04	AA-	F1+
21-Nov-13	186	HSBC	60,000	0.2600	22-Nov-13	-60,000	-0.43	AA-	F1+
22-Nov-13	187	HSBC	150,000	0.2600	25-Nov-13	-150,000	-3.21	AA-	F1+
25-Nov-13	188	Coventry BS	Rolled Over	0.4000	30-Dec-13		-230.14	A	F1
30-Dec-13	188	Coventry BS	600,000	0.4100	Still Outstanding		-13.48	A	F1
27-Nov-13	189	HSBC	60,000	0.2600	28-Nov-13	-60,000	-0.43	AA-	F1+
28-Nov-13	190	Coventry BS	Rolled Over	0.4000	30-Dec-13		-305.53	A	F1
30-Dec-13	190	Coventry BS	850,000	0.4100	Still Outstanding		-19.10	A	F1
29-Nov-13	191	HSBC	90,000	0.2600	02-Dec-13	-90,000	-1.92	AA-	F1+
			4,120,000			-2,670,000	-672.99		
Dec'13									
02-Dec-13	192	HSBC	500,000	0.2600	09-Dec-13	-500,000	-24.93	AA-	F1+
02-Dec-13	193	HSBC	350,000	0.2600	13-Dec-13	-350,000	-27.42	AA-	F1+
02-Dec-13	194	Barclays Bank PLC	Rolled Over	0.2500	23-Dec-13		-50.34	A	F1
23-Dec-13	194	Barclays Bank PLC	350,000	0.2860	Still Outstanding		-24.68	A	F1
02-Dec-13	195	Bank Of Scotland	700,000	0.4000	30-Dec-13	-700,000	-214.79	A	F1
03-Dec-13	196	HSBC	60,000	0.2600	03-Dec-13	-60,000	-0.43	AA-	F1+
04-Dec-13	197	HSBC	100,000	0.2600	20-Dec-13	-100,000	-11.40	AA-	F1+
05-Dec-13	198	HSBC	70,000	0.2600	09-Dec-13	-70,000	-1.99	AA-	F1+
09-Dec-13	199	HSBC	500,000	0.2600	16-Dec-13	-500,000	-24.93	AA-	F1+
10-Dec-13	200	HSBC	70,000	0.2600	11-Dec-13	-70,000	-0.50	AA-	F1+
11-Dec-13	201	HSBC	100,000	0.2600	16-Dec-13	-100,000	-3.56	AA-	F1+
13-Dec-13	202	HSBC	300,000	0.2600	16-Dec-13	-300,000	-6.41	AA-	F1+
16-Dec-13	203	Barclays Bank PLC	1,000,000	0.2500	30-Dec-13	-1,000,000	-111.23	A	F1
16-Dec-13	204	HSBC	300,000	0.2600	23-Dec-13	-300,000	-14.96	AA-	F1+
18-Dec-13	205	HSBC	160,000	0.2600	19-Dec-13	-160,000	-1.14	AA-	F1+
19-Dec-13	206	HSBC	290,000	0.2600	30-Dec-13	-290,000	-22.72	AA-	F1+
23-Dec-13	207	HSBC	230,000	0.2600	24-Dec-13	-230,000	-1.64	AA-	F1+
24-Dec-13	208	HSBC	250,000	0.2600	Still Outstanding		-14.25	AA-	F1+

DATE INVESTED	TEMPORARY INVESTMENT NUMBER	BORROWER	AMOUNT INVESTED £	INTEREST RATE %	DATE REPAID	PRINCIPAL REPAID £	INTEREST RECEIVED/ DUE £	FITCH RATING AT TIME OF INVESTMENT	
								LONG-TERM	SHORT-TERM
31-Dec-13	209	Nationwide BS	1,500,000	0.3500	Still Outstanding		-14.38	A	F1
31-Dec-13	210	HSBC	900,000	0.2600	Still Outstanding		-8.63	AA-	F1+
			7,730,000			-4,730,000	-580.33		
TOTAL INVESTMENTS MADE APRIL TO DECEMBER 2013			60,655,000			-56,205,000	-11,192.29		
TOTAL INVESTMENT 2013/14 (INCLUDING BROUGHT FORWARD AT 1 APRIL 2013)			63,170,000			-58,720,000	-11,805.24		

POLICY AND FINANCE COMMITTEE

Fitch Rating Definitions	
International Long-Term Credit Ratings	
Long-term credit rating can be used as a benchmark measure of probability of default.	
AAA	Highest credit quality. 'AAA' denotes the lowest expectation of credit risk. They are assigned only in case of exceptionally strong capacity for payment of financial commitments. This capacity is highly unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality. 'AA' ratings denote expectation of low credit risk. They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.
A	High credit quality. 'A' ratings denote expectations of low credit risk. The capacity for payment of financial commitments is considered strong. This capacity may, nevertheless, be more vulnerable to changes in circumstances or in economic conditions than in the case for higher ratings.
BBB	Moderate default risk. 'BBB' National Ratings denote a moderate default risk relative to other issuers or obligations in the same country. However, changes in circumstances or economic conditions are more likely to affect the capacity for timely repayment than is the case for financial commitments denoted by a higher rated category
International Short-Term Credit ratings	
Short-term rating has a time horizon of less than 13 months for most obligations and thus places greater emphasis on the liquidity necessary to meet financial commitments	
F1	Highest credit quality. Indicates the strongest capacity for timely payment of financial commitments; may have an added "+" to denote any exceptionally strong credit feature.
F2	Good credit quality. A satisfactory capacity for timely payment of financial commitments, but the margin of safety is not as great as in the case of the higher ratings.
F3	Fair credit quality. The capacity for timely payment of financial commitments is adequate; however, near term adverse changes could result in a reduction to non-investment grade.
B	Indicates an uncertain capacity for timely payment of financial commitments relative to other issuers or obligations in the same country. Such capacity is highly susceptible to near-term adverse changes in financial and economic conditions.

**POLICY AND FINANCE COMMITTEE
FULL RATING LIST OF APPROVED INSTITUTIONS AS AT 14 JANUARY 2014**

	Standard & Poor			Moody's			Full Review Date	Fitch			
	Long Term	Short Term	Outlook	Long Term	Short Term	Outlook		Long Term	Short Term	Outlook	
Building Societies											
Nationwide	A	A-1	Negative	A2	P-1	Stable	19/09	A+	F1	STABLE	£1m min
Yorkshire	-	-	-	Baa2	P-2	Stable	22/10	BBB+	F2	Stable	
Coventry	-	-	-	A3	P-2	Stable	22/10	A	F1	Stable	Sterling Brokers
Skipton	-	-	-	Ba1	NP	Stable	22/10	BBB-	F3	Stable	
Leeds	-	-	-	A3	P-2	Stable	22/10	A-	F2	Stable	3Mth
Principality	-	-	-	Ba1	NP	Stable	22/10	BBB+	F2	Stable	No Contact
Newcastle	-	-	-	Rating withdrawn			22/10	BB+	B	Stable	No Contact
Banks											
Santander Uk Plc.	A	A-1	Negative	A2	P-1	Negative	19/09	A	F1	Stable	
Barclays Bank Plc.	A	A-1	Stable	A2	P-1	Negative	16/05	A	F1	Stable	
Bank of Scotland Plc.	A	A-1	Negative	A2	P-1	Negative	19/09	A	F1	Stable	
Bradford & Bingley Bank Plc.	-	-	-	C	P-1	Stable	Rating Withdrawn – 06/09/12			Not taking funds	
Co-operative Bank (The)	-	-	-	Caa1	NP	Negative	20/12	B	B	Negative	£1m min
HSBC Bank Plc.	AA-	A-1+	Negative	Aa3	P-1	Negative	16/05	AA-	F1+	Stable	
Lloyds TSB Bank Plc.	A	A-1	Negative	A2	P-1	Negative	19/09	A	F1	Stable	£250k
National Westminster Bank Plc.	A	A-2	Negative	A3	P-2	Negative	19/09	A	F1	Stable	Current a/c
Northern Rock (Asset Management) Plc.	A	A-1	Stable	C	P-1	Stable	Rating Withdrawn – 06/09/12			No Contact	
Royal Bank of Scotland Plc.	A	A-2	Negative	A3	P-2	Negative	19/09	A	F1	Stable	Current a/c

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION

Agenda Item No 13

meeting date: 28 JANUARY 2014
 title: REVENUES AND BENEFITS GENERAL REPORT
 submitted by: DIRECTOR OF RESOURCES
 principal author: MARK EDMONDSON

1 PURPOSE

1.1 To inform committee of debts outstanding for business rates, council tax and sundry debtors. Also to update committee on benefits performance, including benefits fraud investigations, prosecutions and sanctions.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions/Community Objectives/Corporate Priorities

Without the revenue collected from rates, council tax and sundry debtors we would be unable to meet the Council's ambitions, objectives and priorities.

2 NATIONAL NON-DOMESTIC RATES (NNDR)

2.1 The following is a collection statement to 16 January 2014:

	£000	£000	2013/14 %	2012/13 %
Balance Outstanding 1 April 2013		357		
NNDR amounts due	17,441			
Plus costs	4			
Transitional surcharge	21			
Write ons	41			
	17,507			
Less				
- Transitional relief	-107			
- Exemptions	-492			
- Charity, Rural, Former Agricultural Discretionary Relief	-955			
- Small Business Rate Relief	-1,759			
- Write offs	-93			
- Interest Due	0			
	-3,406	14,101		
Total amount to recover		14,458		
Less cash received to 16 January		-12,764	88.3	86.9
Amount Outstanding		1,694	11.7	13.1

NB The figures included in the table include not only those charges for 2013/14 but also those relating to previous years, but we are required to report to the Department of Communities and Local Government (DCLG) our in year collection rate. This figure is published and is used to compare our performance with other local authorities. On this measure our current in year collection rate at 31 December 2013 is 86.6% compared with 87.0% at 31 December 2012.

3 COUNCIL TAX

3.1 The following is a collection statement for Council Tax to 16 January 2014:

	£000	£000	2013/14 %	2012/13 %
Balance Outstanding 1 April 2013		486		
Council Tax amounts due	36,926			
Plus costs	76			
Transitional relief	2			
Write ons	5			
	37,009			
Less - Exemptions	-494			
- Discounts	-3,464			
- Disabled banding reduction	-47			
- Council Tax Benefit	58			
- Local Council Tax Support	-2,069			
- Write offs	-15			
	-6,031	30,978		
Total amount to recover		31,464		
Less cash received to 16 January		-27,767	88.3	88.2
Amount Outstanding		3,697	11.7	11.8

NB The figures included in the table include not only those charges for 2013/14 but also those relating to previous years, but we are required to report our in year collection rate to the DCLG. This figure is published by them and is used to compare our performance against other local authorities. On this measure our current in year collection rate for 2013/14 at 31 December 2013 is 87.7% compared to 87.7% at 31 December 2012.

4 SUNDRY DEBTORS

4.1 A summary of the sundry debtors account at 17 January 2014 is:

	£000	£000
Amount Outstanding 1 April 2013		330
Invoices Raised	1,357	
Plus costs	2	
	1,359	
Less write offs	1	1
Total amount to recover		1,688
Less cash received to 17 January 2014		1,282
Amount outstanding		406

Aged Debtors	000s	%
< 30 days	50	12.32
30 - 59 days	6	1.48
60 - 89 days	21	5.17
90 - 119 days	9	2.22
120 - 149 days	21	5.17
150+ days	299	73.65
	406	100

5 HOUSING BENEFIT PERFORMANCE

- 5.1 The main indicator for Housing Benefit and Council Tax Support performance is known as Right Time. The benefit section also report on Local Performance Indicators that have been set within the department for benefit fraud and overpayments.
- 5.2 The Department for Work and Pensions does not require Local Authorities (LA's) to report on any other Performance Measures but encourages them to monitor their own performance locally.
- 5.3 We obviously consider it very important to monitor benefit fraud and also overpayment data.

Housing Benefit Right Time Indicator 2013/2014

1 October 2013 – 31 December 2013

The right time indicator measures the time taken to process HB/CTS new claims and change events; this includes changes in circumstances, interventions, fraud referrals and prints generated by the benefit department.

Target for year	Actual Performance 1 October 2013 – 31 Dec 2013	Average Performance
10 days	14.75 days	20 days per IRRV

New claims performance

Target for year	Actual Performance 1 October 2013 – 31 Dec 2013	Top grade 4 for all LA's 2007/08
20 days	21.66 days	Under 30 days

6 HOUSING BENEFIT AND COUNCIL TAX SUPPORT FRAUD

6.1 The following is a summary of fraud investigations for the period 1 October 2013 – 31 December 2013.

Completed fraud investigations		Average caseload	Number of investigations per 1,000 caseload
Housing Benefit	44	1,954	22.52
Council Tax Support	44	2,627	16.75

Summary of prosecutions/sanctions	
Cautions	1
Administrative penalties	0
Successful prosecutions	1
Total	2

Number of prosecutions/sanctions per 1,000 caseload		
Housing Benefit	2/1,954	1.02
Council Tax Support	2/2,627	0.76

7 HOUSING BENEFIT OVERPAYMENTS

7.1 Overpayment means any amount paid as Housing Benefit when there was no entitlement under the regulations. Performance for the period 1 October 2013 – 31 December 2013:

Performance Measure	%
The amount of Housing Benefit (HB) overpayments recovered during the period being reported on as a percentage of HB overpayments deemed recoverable during that period.	64.53
The amount of Housing Benefit (HB) overpayments recovered during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the financial year plus amount of HB overpayments identified during the period.	17.21
The amount of Housing Benefit (HB) overpayments written off during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the financial year, plus amount of HB overpayments identified during the period.	0.56

8 CONCLUSION

8.1 Note the continuing progress that we make in collecting these debts, and the performance of our Housing Benefit Section remains satisfactory.

HEAD OF REVENUES AND BENEFITS

DIRECTOR OF RESOURCES

PF10-14/ME/AC
17 January 2014

BACKGROUND PAPERS – None

For further information please ask for Mark Edmondson.

RIBBLE VALLEY BOROUGH COUNCIL
REPORT TO POLICY AND FINANCE COMMITTEE

INFORMATION

Agenda Item No 14

meeting date: 28 JANUARY 2014
title: ADDITIONAL APPROVALS OF CONCURRENT FUNCTION GRANTS
submitted by: DIRECTOR OF RESOURCES
principal author: TRUDY HOLDERNESS

1 PURPOSE

- 1.1 To inform committee about further payments of grant that have been made to both Aighton, Bailey and Chaigley and Chipping Parish Councils under the concurrent function grant scheme.

2 BACKGROUND

- 2.1 On the 10 September this committee considered the concurrent function grant applications that had been received for the 2013/14 financial year. Only 18 applications were received. The revenue expenditure supported totalled £64,419, which based on a grant rate of 25% equated to £16,105 in grant funding, which was within the £20,000 budget provided.
- 2.2 Due to the small number of applications received, this committee raised some concern that some Parish Councils were not applying for grant assistance and that Parish Councils should be made more aware of the support available.
- 2.3 On the 14 November a report was submitted to the Parish Council's Liaison Committee to increase awareness of the concurrent function grant scheme, following which two further applications have been received.

3 GRANTS PAID

- 3.1 Recent applications have been received from Aighton, Bailey and Chaigley and Chipping Parish Councils for grant support under the concurrent function grant support scheme.
- 3.2 Aighton, Bailey and Chaigley Parish Council submitted a claim for revenue expenditure of £2,455.90, which included grass cutting and playground repairs. Based on a grant rate of 25% this equates to £613.97 in grant funding
- 3.3 Chipping Parish Council submitted a claim for revenue expenditure of £770, which included maintenance of parks and play areas. Based on a grant rate of 25% this equates to £192.50 in grant funding.
- 3.4 This total payment of £806.47 has been made from the unallocated amount available on the concurrent function grant budget, and was approved by the Director of Resources.
- 3.5 The total revenue expenditure supported is now £67,645, which based on a grant rate of 25% equates to £16,911 in grant funding, which is still within the £20,000 budget provided.

4 CONCLUSION

- 4.1 Concurrent grant funding totalling £16,105 was approved in September 2013 for the current financial year.
- 4.2 Following further promotion of the scheme at Parish Council Liaison meeting in November 2013, it is very pleasing that two further applications have been received.
- 4.3 The total approved grant now stands at £16,911, which is still within the £20,000 budget provided.



SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PF7-14/TH/AC
15 JANUARY 2014

Back ground papers:
Concurrent function grant application papers 2013/14

For further information please ask for Trudy Holderness, extension 4436

MINUTES OF BUDGET WORKING GROUP MEETING

HELD 22 OCTOBER 2013

Present: Cllrs: Hirst, Hore, Knox, Rogerson and Thompson, Chief Executive, Director of Resources, Director of Community Services, Head of Financial Services.

1 **Apologies**

Cllrs: Elms and T Hill

2 **Minutes of meeting held on 24 September 2013**

2.1 Members approved the minutes of the last meeting of the Budget Working Group.

3 **LGA – Financial Sustainability Report for Ribble Valley**

3.1 The Director of Resources took members through a report of the LGA covering the financial sustainability of Ribble Valley. The indicators were split between 'present' position and 'future' view.

3.2 It was explained that the LGA had stressed that the financial position of authorities was not as simple as that outlined in the indicators, and that many other factors do come in to play, especially for the 'future' view.

3.3 Whilst caution was needed when viewing the indicators, they did offer very interesting reading

4 **Technical Reforms to Council Tax**

4.1 The Director of Resources took members through a number of council tax technical reforms that were introduced from 1 April 2013. It was explained that these gave the council extra flexibilities on discounts and exemptions, which if used would feed through into the setting of the council taxbase.

4.2 The new flexibilities and their financial impacts were presented to members, and a detailed discussion took place on their individual impacts and also the interplay between the various flexibilities.

4.3 Members agreed that a report should be prepared for Policy and Finance Committee, recommending that the discount of 50% on long term empty properties is removed from 1 April 2014, and that an empty homes premium of 50% is charged for properties empty for more than 2 years.

4.4 The potential impact on New Homes Bonus receipts was also discussed.

5 **Business Rates Update**

5.1 The Director of Resources presented a report to members on the latest position on Business Rates and on Small Business Rate Relief.

5.2 Whilst the latest position showed growth for the council on business rates, it was explained that changes involving just a few businesses could potentially have a major impact on the position.

5.3 With regard to Small Business Rates Relief, the council are due to receive funding to reflect the extra cost of extending the scheme, however to date nothing had been received.

6 British Beer and Pub Association (BBPA) Campaign

- 6.1 The Director of Resources presented a report to members explaining the British Beer and Pub Associations campaign around Business Rates, and how the council may be able to offer its support.
- 6.2 The calculation of the rateable value of public houses was explained, being based on historic barrelage. The impact of using historic barrelage for rateable values at a time of decline in the industry had been significant, with a number of businesses closing. This was exacerbated by the postponement of the revaluation from 2015 to 2017.
- 6.3 The three elements of the BBPA campaign around Small Business Rates Relief, Rural Rate Relief and the flexibility for pubs to ask for a revaluation were explained.
- 6.4 It was agreed that the council offer their support to the campaign, and that a letter be drafted to Brandon Lewis requesting a response to a letter that had previously been sent to him on this issue.

7 Any Other Business

- 7.1 There were no additional items of business

8 Date and Time of Next Meeting

- 8.1 The next meeting would be on **Tuesday 26 November 2013 in Committee Room 1 at 4.00pm**
- 8.2 Further meeting dates are:

- **Tuesday 17 December 2013 in Committee Room 1 at 4.00pm**

MINUTES OF BUDGET WORKING GROUP MEETING

HELD 26 NOVEMBER 2013

Present: Cllrs: T Hill, Hirst, Knox, Rogerson and Thompson, Chief Executive, Director of Resources, Director of Community Services, Head of Financial Services.

1 Apologies

Cllrs: Elms and Hore

2 Minutes of meeting held on 22 October 2013

2.1 Members approved the minutes of the last meeting of the Budget Working Group.

2.2 The Director of Resources referred to minute 4.3 on the Technical Reforms to Council Tax and explained that the Head of Revenues and Benefits would be writing to those persons affected. It was also mentioned that Full Council would be approving the changes on 10 December.

3 New Capital Programme Bids: 2014/15 to 2016/17

3.1 The Head of Financial Services took members through a report on the bids that had been put forward for capital schemes by Heads of Service. It was explained that bids for 2014 to 2016 had previously been sought last year, and an approved programme was now in place for these years.

3.2 However, it was explained that there had been a large number of new bids put forward for this same period (45% of new schemes by value).

3.3 The previously agreed categories of capital spend and the recommended funding methods for each category were discussed, and it was explained that the full list of bids submitted were not affordable to take forward.

3.4 Members were asked to consider the proposals, and whether there were any other schemes that they considered needed to be put forward.

3.5 The funding changes around Disabled Facility Grants was also discussed. Members felt that it was important that strong representation was made to Lancashire County Council with regard to the changes.

3.6 It was suggested by members that the capital bids should be reconsidered once further details of the grant settlement were known.

4 Any Other Business

4.1 The date of the Autumn Statement and the uncertainty of when the grant settlement would be were discussed

5 Date and Time of Next Meeting

5.1 The next meeting would be on **Tuesday 17 December 2013 in Committee Room 1 at 4.00pm**

Annual Report to Policy and Finance Committee.

Outside Body Ribble Valley Citizens Advice Bureau

Compiled by Cllr Lois Rimmer. 10th November 2013

Last year RVCAB advised 1744 people on 3544 issues. In respect of the 1744 must say at this point that the local authority dashboard gives a different figure. This is because on that, only RV residents are included. However, RVCAB also deals with non-local clients which include people who study or work in RV who have accessed the service. Making 1744 the accurate figure. Benefit, employment, and housing issues have increased and debt cases have reduced since last year.

Ribble Valley CAB is working hard to gather data on the local impact of benefit changes, and this includes for example, closely surveying the reasons for the 90 food bank vouchers it has issued since the Clitheroe Food Bank opened in July and which is about half the total applications made for food aid. The evidence obtained will be put before LCC with a request that they improve the LCC Urgent Needs Support Scheme, which replaced the Social Fund Crisis loans in April.

The purpose of RVCAB is to serve the RV community. The trustees will continue to preserve its independence as long as they see this to be in the best interests of local people. We remain under pressure from the national Citizens Advice body to undertake 'co-operative working' under what is being called 'The Lancashire CAB Company'. The other 9 CABx in Lancashire are in the process of forming this single legal entity in order to access joint funding. There is no evidence that we would receive any of the funding obtained, given the perceived greater need of our neighbours, and we are not prepared to pool our resources as the funding we receive is given for use of the citizens of the Ribble Valley. The trustees will only join the Lancashire CAB company if they see evidence that this would be advantageous for RV. We are not alone in our scepticism of that approach to CAB provision. It is also a concern of the CAB's anonymous financial supporter who has donated £30,000 per year for the last 4 years. For now we keep our autonomy and a good example of this is our refusal to join the East Lancashire Virtual Call Centre promoted by the national Citizens Advice body. RVCAB perceives that it provides a better service by staying separate. Our rates of telephone contact are far more efficient than those CABx around us and we believe that local people need to be dealt with by people familiar with their area and not by people who aren't, because this would result in un-necessary delays to getting the help and advice they need.

Almost half RVCAB clients are first advised by telephone and the CAB is constantly seeking to improve this. Remote access is seen as vital to enable us to serve the whole of the RV.

The outreach service in Longridge is also seen as vital for the residents in the west of the Borough. This provision has been funded by the NHS since 2008 but due to recent changes in the NHS, is now under review and is facing withdrawal in March 2014. The manager of RVCAB is arguing for continued funding but confirms that, in any event, this Longridge provision has proved so beneficial to the people of Longridge that we will continue to provide it through re-organisation.

RVCAB seeks to make efficiencies wherever possible. Apart from the 3 days of general advice training every volunteer adviser must attend, and specialist debt, housing and employment training, all training is delivered in-house at the monthly staff meeting which is well attended by volunteers and paid staff when the bureau is closed. The excellent voluntary support is a tribute to the excellent team spirit at the bureau by all the advisers and supervisors who are dedicated to the work they do for Ribble Valley people.

In September, RVCAB began a 2 year local network project funded by the National Lottery to improve links with other RV organisations. The aim is to reach those RV people most in need of advice through the children's centres, health professionals and others.

The funding received is being used to employ a project worker; who becomes the 9th member of the part time paid staff working alongside 18 trained advice team volunteers.

Last year the bureau recorded financial gains of £72,500 for clients and in the first 6 months of this year, income won for clients is already approaching £62,000. A third of which is due to the outcome of employment tribunal cases which we have fought for clients. This shows some of the beneficial impact of the service and that RVCAB is a good value for money organisation resulting in monies brought back into our local economy. Whilst at the same time easing the distress of the resident involved.

I enclose RV ward statistics to enable councillors to see how many people in their respective wards have contacted CAB this year.
Also Charts showing statistical data comparisons between last year and this.

I feel sure you will join me in thanking the dedication of CAB Manager, Katy Marshall, her staff and the willing band of volunteers for all their achievements on behalf of RV residents. And acknowledge that the annual grant awarded by this council is being put to good use.



Cllr. LOIS RIMMER JP; BSc.

Ribble Valley	Aighton, Bailey and Chaigley	18	18
	Alston and Hothersall	35	35
	Billington and Old Langho	53	53
	Bowland, Newton and Slaidburn	24	24
	Chatburn	36	36
	Chipping	11	11
	Clayton-le-Dale with Ramsgreave	19	19
	Derby and Thornley	64	64
	Dilworth	33	33
	Edisford and Low Moor	155	155
	Gisburn, Rimington	15	15
	Langho	27	27
	Littlemoor	172	172
	Mellor	11	11
	Primrose	195	195
	Read and Simonstone	28	28
	Ribchester	10	10
	Sabden	32	32
	Salthill	137	137
	St Mary's	96	96
Waddington and West Bradford	64	64	
Whalley	60	60	
Wilpshire	11	11	
Wiswell and Pendleton	40	40	

Citizens Advice Local Authority Dashboard 2013 - Ribbles Valley



Citizens Advice Service England and Wales 2012/13:

	2012/13	2011/12
Unique clients advised	1.9m	2.0m
Problems dealt with	6.6m	6.9m
Community locations	3,380	3,500

Ribbles Valley in 2012/13

Citizens Advice Bureaux dealt with:

	2012/13	2011/12
Clients	1,547	1,680
Problems	3,201	3,776

The main problem areas were:

	2012/13	2011/12	Problems %	%
Benefits	983	975	31%	28%
Debt	767	1,183	24%	31%
Housing	239	238	7%	6%
Employment	352	416	11%	11%

The top 5 benefit issues were:

	2012/13	2011/12	Problems %	%
Employment Support Allowance	180	111	18%	11%
Working & Child Tax Credits	113	113	11%	12%
Housing Benefit	78	80	8%	9%
Jobseekers Allowance	55	58	6%	6%
Council Tax Benefit	46	68	5%	7%

The top 5 debt issues were:

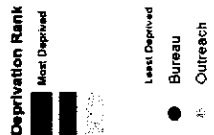
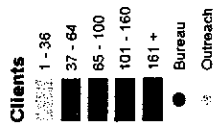
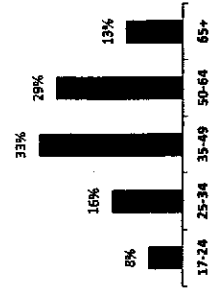
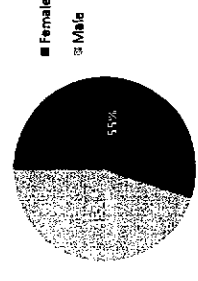
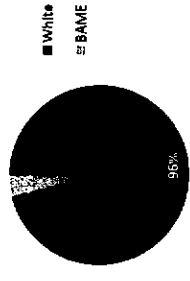
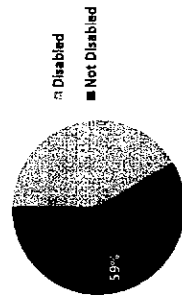
	2012/13	2011/12	Problems %	%
Credit, store & chg card debts	119	189	16%	16%
Unsec'd personal loan debts	95	166	12%	14%
Debt relief order	52	99	7%	8%
Council tax, comm. chg arrears	48	88	6%	7%
Mortgage & sec'd loan arrears	43	69	6%	6%

Key housing issues:

	2012/13	2011/12	Problems %	%
Threatened homelessness	24	23	10%	10%
Actual homelessness	12	8	5%	3%

Directional arrows are based on proportions (percentages)

Client Profile:



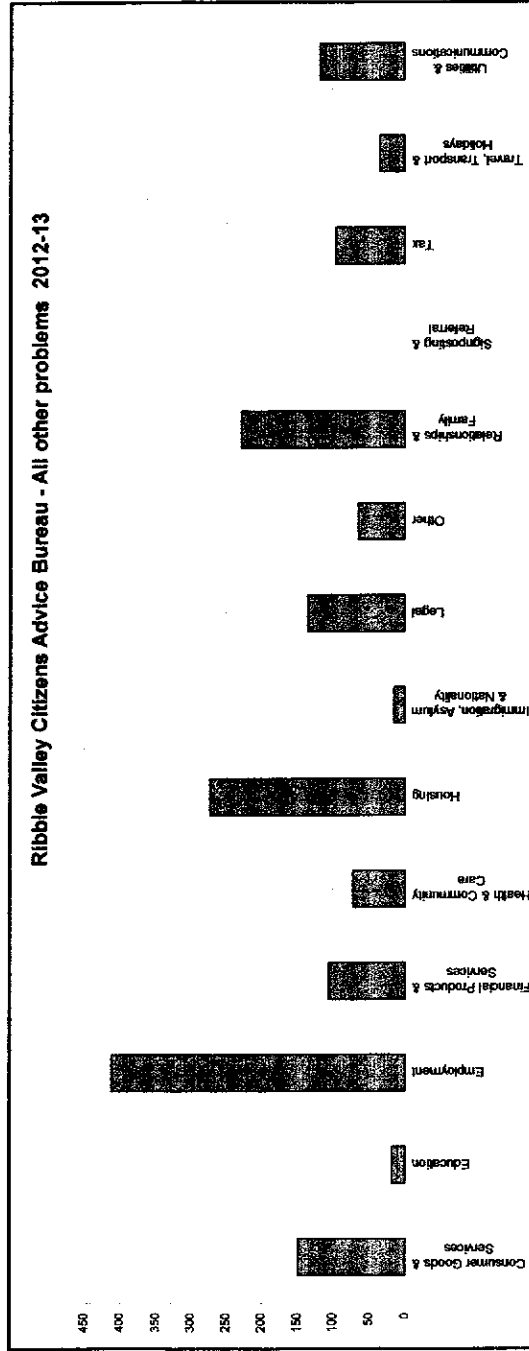
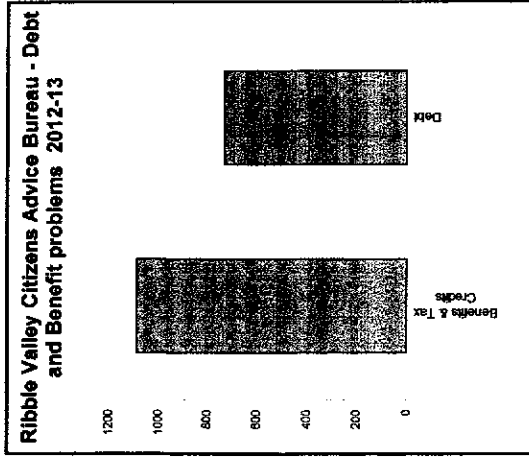
Citizens Advice (England and Wales) - advice statistics by bureau

2012-13 (April 11-March 12)

Ribble Valley Citizens Advice Bureau

Please click on the box above to select your bureau, click on arrow and select from the dropdown

	1088	149	732	18	413	105	73	273	15	136	85	229	0	96	34	118	3,844
Ribble Valley Citizens Advice Bureau																	
Total																	

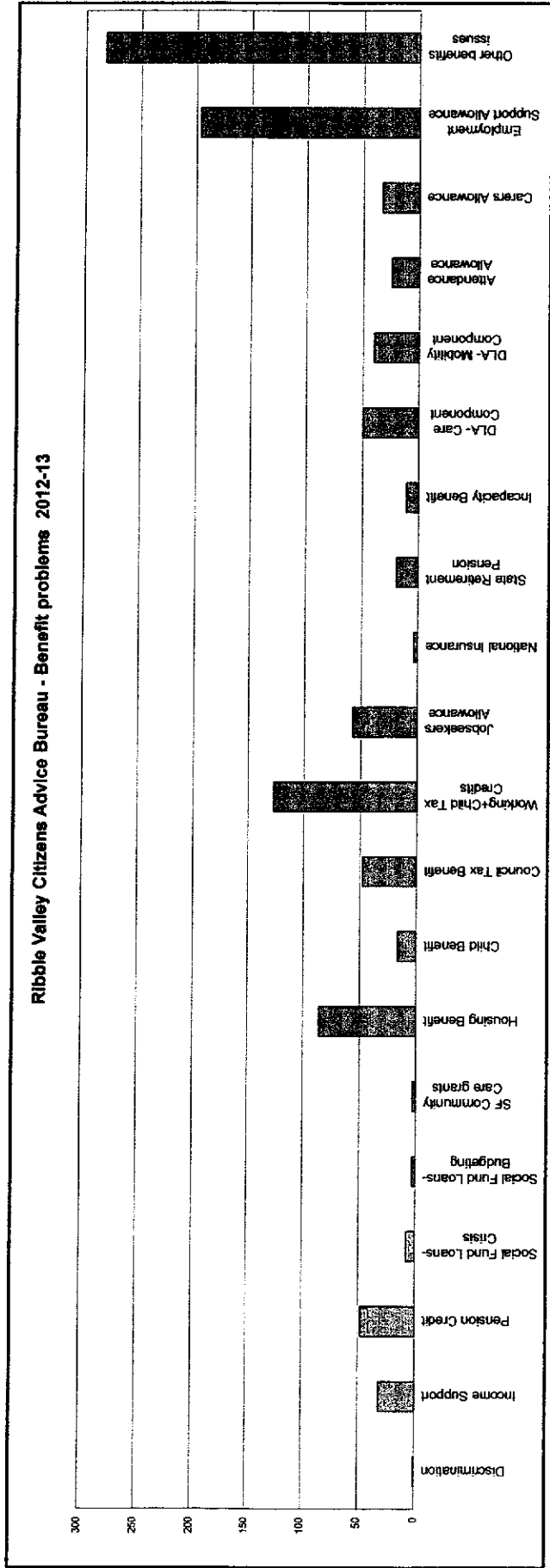


Benefits problems in Ribble Valley Citizens Advice Bureau



Ribble Valley Citizens Advice Bureau	1	32	48	8	3	3	86	16	48	127	57	4	19	11	50	40	24	33	196	282	1,098	
Total																						

Ribble Valley Citizens Advice Bureau - Benefit problems 2012-13

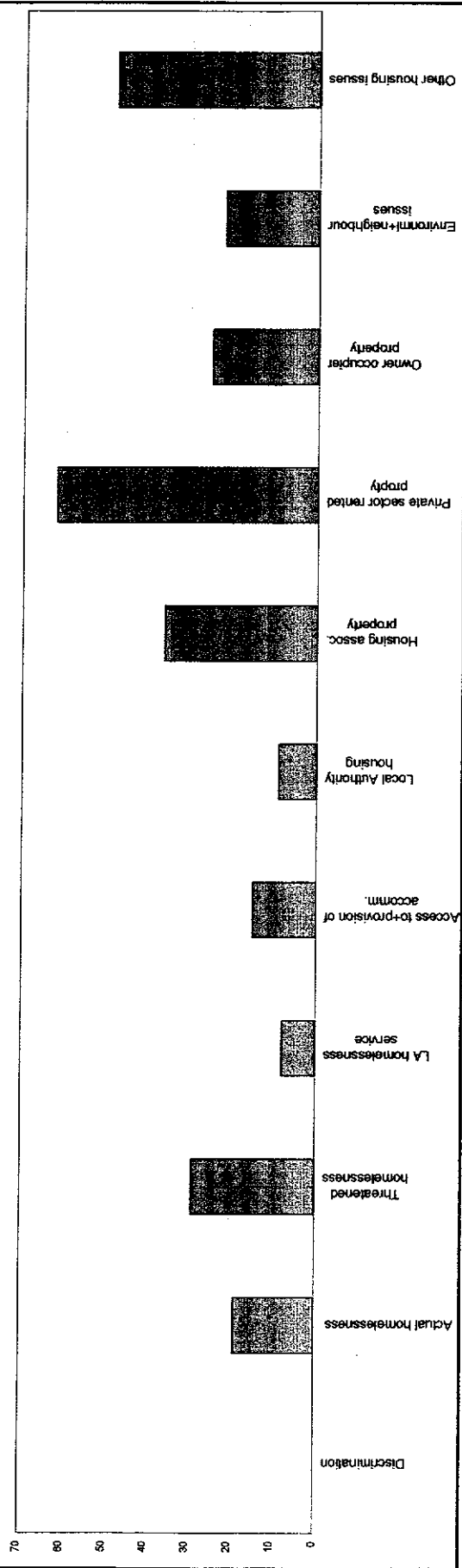


Housing problems in Ribble Valley Citizens Advice Bureau



Total												273
Ribble Valley Citizens Advice Bureau	0	19	29	8	15	9	36	62	25	22	48	273

Ribble Valley Citizens Advice Bureau - Housing problems 2012-13



Debt problems in Ribble Valley Citizens Advice Bureau

citizens
advice
bureau

cyngor
ar
bopeth

	2	45	3	22	19	4	12	9	44	7	1	33	106	89	27	42	0	9	9	2	4	11	15	41	27	17	132	732
Ribble Valley Citizens Advice Bureau																												
Total																												

Ribble Valley Citizens Advice Bureau - Debt problems 2012-13

