

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 7

meeting date: 26 JANUARY 2016  
title: ORIGINAL REVENUE BUDGET 2016/17  
submitted by: DIRECTOR OF RESOURCES  
principal author: TRUDY HOLDERNESS

## 1 PURPOSE

- 1.1 To agree the draft revenue budget for 2016/17, 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 £263k and £445k would be necessary for 2016/17 and 2017/18 based on our forecast future grant allocation reductions.
- 2.2 Our provisional Settlement Funding Assessment, announced on the 17 December 2015, is £1,862,605 for 2016/17. In comparison our current year's allocation is £2,240,595. This represents therefore a reduction of 17% in our core government funding
- 2.3 The finance settlement also includes the option of a guaranteed settlement for every council for the 4 years 2016/17 to 2019/20, where the council can demonstrate efficiency savings. This will require an efficiency plan to be published, although it is unclear at this time what this would entail. The core funding offered for 2017/18, 2018/19 and 2019/20 show that our grant reductions in future years will be more severe than anticipated. By 2019/20 not only will our Revenue Support Grant be eliminated but the Government propose to introduce a further reduction of £109,000 which will increase our tariff payable under the Business Rates Retention Scheme.
- 2.4 Based on the information provided in the finance settlement, the three year forecast has been reviewed and now indicates increased requirements for reductions to the council's budget. The forecast shows reductions needed of £423K in 2016/17, £756K in 2017/18 and £1,161K in 2018/19 which are markedly worse than we predicted.
- 2.5 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 see an increase of 2.8% in our Spending Power in 2016/17. This includes the Government's assumption that the council will take up the ability to increase its council tax by the maximum allowed of £5, being a special concession for lower quartile authorities.
- 2.6 The Budget Working Group will continue to meet over the coming weeks and will ultimately make recommendations to Special Policy and Finance on 9 February 2016.

## 3 2016/17 DRAFT REVENUE BUDGET

- 3.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for pay and price increases at 1.5%.
- 3.2 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2015/16 Amended Original Estimate, to the proposed Original Estimate for 2016/17. Comments are also provided on the main variances.

## 4 COMMITTEE SERVICE ESTIMATES

### 4.1 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 Legal and Democratic Services are shown in a separate paragraph 4.27. 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	910,400	13,640	700	93,100	0	0	1,017,840
Transport Related	27,760	420	-160	-1,120	0	0	26,900
Supplies and Services	22,320	350	-110	-2,560	0	0	20,000
Support Services	182,080	0	0	0	-16,250	0	165,830
<b>Total Expenditure</b>	<b>1,142,560</b>	<b>14,410</b>	<b>430</b>	<b>89,420</b>	<b>-16,250</b>	<b>0</b>	<b>1,230,570</b>
Other grants & reimbursements	-50	0	0	0	0	0	-50
Departmental Recharges	-1,130,750	0	0	0	-87,930	0	-1,218,680
Miscellaneous Recharges	-11,760	-180	180	0	-80		-11,840
<b>Total Income</b>	<b>-1,142,560</b>	<b>-180</b>	<b>180</b>	<b>0</b>	<b>-88,010</b>	<b>0</b>	<b>-1,230,570</b>
<b>NET</b>	<b>0</b>	<b>14,230</b>	<b>610</b>	<b>89,420</b>	<b>-104,260</b>	<b>0</b>	<b>0</b>
Comments							
<p>The increase in employee related expenses relates to forward planning staff being transferred from Community services Department under Community Services Committee. This is partly offset by a part-time democratic services post transferring to the Legal Services budget. There are also increases in national insurance costs due to changes in contributions for those staff in an occupational pension and a consequential increase in the share of employee insurance.</p> <p>The share of vehicle insurance cost have reduced due to a reallocation of insurance costs across services. Car allowances have also reduced due to less mileage being travelled/claimed in recent years. Email and internet connection charges have also reduced due to these costs now being included in the overall recharge of Computer services, rather than being recharged separately to services.</p> <p>The reduction in support services costs is mainly from Computer services and accomodation due to changes in cost allocations from these services.</p> <p>The net increase in net expenditure is reflected in increased recharges to services.</p>							

## 4.2 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	312,730	4,670	-110	14,560	0	0	331,850
Transport Related	5,220	80	-30	-960	0	0	4,310
Supplies and Services	36,280	550	10	370	0	0	37,210
Support Services	72,380	0	0	0	6,210	0	78,590
<b>Total Expenditure</b>	<b>426,610</b>	<b>5,300</b>	<b>-130</b>	<b>13,970</b>	<b>6,210</b>	<b>0</b>	<b>451,960</b>
Customer and Client Receipts	-4,160	-60	0	320	0	0	-3,900
Departmental Recharges	-422,450	0	0	0	-25,610	0	-448,060
<b>Total Income</b>	<b>-426,610</b>	<b>-60</b>	<b>0</b>	<b>320</b>	<b>-25,610</b>	<b>0</b>	<b>-451,960</b>
<b>NET</b>	<b>0</b>	<b>5,240</b>	<b>-130</b>	<b>14,290</b>	<b>-19,400</b>	<b>0</b>	<b>0</b>
Comments							
<p>The increase in staff costs results from a number of items, namely the creation of a budget provision for a modern apprentice; incremental pay awards and also changes to the national insurance contribution rates for employees with an occupational pensions.</p> <p>There has also been an increase in employee and vehicle insurance following a review of how these costs are allocated across services.</p> <p>Supplies and service expenses have increased due to the net effect of the deletion of the email and internet charge, which is now included in the overall recharge of computer services, and reductions in printing and photocopying charges due to a move to shared printers/photocopiers where the cost of consumables are included in the copy charge.</p> <p>An increase in support costs is mainly from computer services offset by a reduction from legal services due to changes in cost allocations from these services.</p> <p>The overall increase in net expenditure is reflected in increased departmental recharges to other services.</p>							

### 4.3 CORPORATE SERVICES

Service Description							CSERV
<p>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.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs.							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Supplies and Services	24,040	370	0	6,110	0	0	30,520
Support Services	152,560	0	0	0	-2,030	0	150,530
Total Expenditure	176,600	370	0	6,110	-2,030	0	181,050
Net	176,600	370	0	6,110	-2,030	0	181,050
Comments							
<p>The annual software maintenance charge for the Covalent system is now being charged direct to the service rather than being included in the recharge from computer services.</p> <p>The reduction in support costs is mainly from computer services and office accommodation offset by an increase from organisation and member development due to changes in cost allocations from these services.</p>							

### 4.4 CORPORATE MANAGEMENT

Service Description							CORPM
<p>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.</p> <p>This budget includes staff indirectly employed on corporate issues such as corporate planning, council and corporate policy making, preparation of published accounts, publicity, estimating and accounting for precepts.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Support Services	324,830	0	0	0	-4,240	0	320,590
Total Expenditure	324,830	0	0	0	-4,240	0	320,590
NET	324,830	0	0	0	-4,240	0	320,590
Comments							
The reduction in support service costs is mainly from the Chief Executive's Department, partly offset by increases from Financial Services and Community Services Department							

## 4.5 CIVIC SUITE

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

### Link to Ambitions

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

Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	11,390	160	-10	-380	0	0	11,160
Premises Related	28,020	400	-10	-1,650	0	0	26,760
Supplies and Services	2,270	20	-20	-400	0	0	1,870
Support Services	25,420	0	0	0	-14,610	0	10,810
Depreciation and Impairment	9,080	0	0	0	0	490	9,570
<b>Total Expenditure</b>	<b>76,180</b>	<b>580</b>	<b>-40</b>	<b>-2,430</b>	<b>-14,610</b>	<b>490</b>	<b>60,170</b>
Customer and Client Receipts	-6,380	-90	40	2,380	0	0	-4,050
Departmental Recharges	-69,800	0	0	0	13,680	0	-56,120
<b>Total Income</b>	<b>-76,180</b>	<b>-90</b>	<b>40</b>	<b>2,380</b>	<b>13,680</b>	<b>0</b>	<b>-60,170</b>
<b>NET</b>	<b>0</b>	<b>490</b>	<b>0</b>	<b>-50</b>	<b>-930</b>	<b>490</b>	<b>0</b>

### Comments

Within employee related expenses the budgets for overtime and temporary staff for the Civic suite have been reduced based on previous years expenditure. This is partly offset by increased superannuation charges.

There has also been a reduction in gas usage and also a reduction in the budget for refreshments.

Support cost have been reduced mainly from Community Services Department due to changes in cost allocation from this service and the removal of the recharge from the Civic Functions service cost centre.

At the end of 2014/15 the Civic Suite was revalued. This has resulted in an increase in the future depreciation charges.

The budget for income for function hire has reduced in line with previous trends/medium term fluctuations in use

The reduction in net expenditure is reflected in reduced recharges to other services.

#### 4.6 COUNCIL OFFICES

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

#### Link to Ambitions

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

Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	45,110	660	0	570	0	0	46,340
Premises Related	151,170	2,270	-90	-7,260	0	0	146,090
Supplies and Services	8,190	120	0	190	0	0	8,500
Third Party Payments	1,010	20	0	0	0	0	1,030
Support Services	47,210	0	0	0	-26,630	0	20,580
Depreciation and Impairment	23,660	0	0	0	0	28,560	52,220
<b>Total Expenditure</b>	<b>276,350</b>	<b>3,070</b>	<b>-90</b>	<b>-6,500</b>	<b>-26,630</b>	<b>28,560</b>	<b>274,760</b>
Customer and Client Receipts	-9,320	-140	0	380	0	0	-9,080
Departmental Recharges	-267,030	0	0	0	1,350	0	-265,680
<b>Total Income</b>	<b>-276,350</b>	<b>-140</b>	<b>0</b>	<b>380</b>	<b>1,350</b>	<b>0</b>	<b>-274,760</b>
<b>NET</b>	<b>0</b>	<b>2,930</b>	<b>-90</b>	<b>-6,120</b>	<b>-25,280</b>	<b>28,560</b>	<b>0</b>

#### Comments

There has been an increase in the allocation of employee and premises insurance, following a review of the basis which this is carried out

Repairs have been reduced to reflect the planned maintenance programme.

Energy costs have also been reduced mainly as a result of reduced usage.

Support costs have fallen due to the use of more up to date time allocation data relating to Engineering Services.

Depreciation charged has also increased due to a revaluation of assets at the end of the previous financial year and also the 2015/16 capital programme of reroofing and window replacement.

The decrease in net expenditure is reflected in reduced recharges to other services.

#### 4.7 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Supplies and Services	10,130	160	-20	1,280	0	0	11,550
Support Services	54,090	0	0	0	-8,370	0	45,720
Total Expenditure	64,220	160	-20	1,280	-8,370	0	57,270
NET	64,220	160	-20	1,280	-8,370	0	57,270
Comments							
<p>Increase in the charge for two way radio usage offset by reduced support costs mainly from Chief Executive's Department and Community Services Department due to changes in cost allocations from these services.</p>							

#### 4.8 COUNCIL TAX

Service Description	CLTAX
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*The administration and collection of council tax*

#### Link to Ambitions

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

Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Supplies and Services	55,670	830	300	16,450	0	0	73,250
Support Services	350,770	0	0	0	450	0	351,220
Depreciation and Impairment	12,500	0	0	0	0	0	12,500
<b>Total Expenditure</b>	<b>418,940</b>	<b>830</b>	<b>300</b>	<b>16,450</b>	<b>450</b>	<b>0</b>	<b>436,970</b>
Other grants, Reimbursement and contributions	-1,880	-30	-10	-510	0	0	-2,430
Customer and Client Receipts	-89,850	-1,350	1,350	0	0	0	-89,850
<b>Total Income</b>	<b>-91,730</b>	<b>-1,380</b>	<b>1,340</b>	<b>-510</b>	<b>0</b>	<b>0</b>	<b>-92,280</b>
<b>NET</b>	<b>327,210</b>	<b>-550</b>	<b>1,640</b>	<b>15,940</b>	<b>450</b>	<b>0</b>	<b>344,690</b>

#### Comments

Software maintenance costs have been increased to reflect the costs being charged direct to the service rather than as part of the overall recharge of computer services.

Postage costs and income from bailiffs have also been increased based on previous years trends.

The small increase in support costs reflect the increase from revenue and Financial Services partly offset by a reduction from Computer Services due to changes in cost allocations from these services.



#### 4.9 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Supplies and Services	5,110	70	50	3,530	0	0	8,760
Transfer Payments	26,280	390	10	70	0	0	26,750
Support Services	114,470	0	0	0	1,660	0	116,130
<b>Total Expenditure</b>	<b>145,860</b>	<b>460</b>	<b>60</b>	<b>3,600</b>	<b>1,660</b>	<b>0</b>	<b>151,640</b>
Government Grants	-87,900	-1,320	1,320	-2,590	0	0	-90,490
Other Grants and Contributions	-70	0	0	-110	0	0	-180
Customer and Client Receipts	-6,000	-90	90	-30	0	0	-6,030
<b>Total Income</b>	<b>-93,970</b>	<b>-1,410</b>	<b>1,410</b>	<b>-2,730</b>	<b>0</b>	<b>0</b>	<b>-96,700</b>
<b>NET</b>	<b>51,890</b>	<b>-950</b>	<b>1,470</b>	<b>870</b>	<b>1,660</b>	<b>0</b>	<b>54,940</b>

Comments
Software maintenance costs have increased due to the costs being charged direct to the service rather than in the overall recharge from computer services.
Support costs reflect an increase from Revenues Services and Organisation and Member Development, partly offset by a reduction from Computer Services due to changes in cost allocations from these services. There has been an increase in the NNDR cost of collection grant but only small increases in summonses income.

#### 4.10 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Support Services	44,790	0	0	0	10,770	0	55,560
<b>Total Expenditure</b>	<b>44,790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,770</b>	<b>0</b>	<b>55,560</b>
<b>NET</b>	<b>44,790</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,770</b>	<b>0</b>	<b>55,560</b>

Comments
An increase in support costs from Financial Services, Legal Services and Organisation and Member Development due to changes in cost allocations from these services reflecting the Police and Crime Commissioner elections and possible referendum expected in 2016/17.

#### 4.11 DISTRICT ELECTIONS

Service Description							DISTC
<i>The cost of holding local elections once every four years. An earmarked reserve is set aside to fund this cost. The next elections are in 2019.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	41,310	640	-640	-41,310	0	0	0
Premises Related	7,800	130	-130	-7,800	0	0	0
Transport Related	140	0	0	-140	0	0	0
Supplies and Services	28,500	420	-420	-28,500	0	0	0
Total Expenditure	77,750	1,190	-1,190	-77,750	0	0	0
NET	77,750	1,190	-1,190	-77,750	0	0	0
Comments							
To reflect there will be no district elections in 2016							

#### 4.12 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	5,420	80	10	0	0	0	5,510
Supplies and Services	47,140	710	-90	-3,950	0	0	43,810
Support Services	41,920	0	0	0	3,640	0	45,560
Total Expenditure	94,480	790	-80	-3,950	3,640	0	94,880
Customer and Client Receipts	-1,220	-20	-40	0	0	0	-1,280
Total Income	-1,220	-20	-40	0	0	0	-1,280
NET	93,260	770	-120	-3,950	3,640	0	93,600
Comments							
A reduction in printing and stationery offset by an increase in photocopying reflecting the use of internal printing of stationery. An increase in support costs mainly from Legal Services due to changes in cost allocations from this service.							

#### 4.13 CIVIC FUNCTIONS

Service Description							CIVCF
<i>Costs of all all mayoral expenditure including events, functions, support and transport.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	12,330	190	20	260	0	0	12,800
Premises Related	350	10	10	190	0	0	560
Transport Related	7,600	110	-60	-720	0	0	6,930
Supplies and Services	23,870	360	0	-1,550	0	0	22,680
Support Services	17,400	0	0	0	500	0	17,900
<b>Total Expenditure</b>	<b>61,550</b>	<b>670</b>	<b>-30</b>	<b>-1,820</b>	<b>500</b>	<b>0</b>	<b>60,870</b>
Departmental Recharges	-1,890	0	0	0	1,890	0	0
<b>Total Income</b>	<b>-1,890</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,890</b>	<b>0</b>	<b>0</b>
<b>NET</b>	<b>59,660</b>	<b>670</b>	<b>-30</b>	<b>-1,820</b>	<b>2,390</b>	<b>0</b>	<b>60,870</b>

Comments
<p>The increase in employee costs is due to changes to the national insurance rates for employees in an occupational pensions.</p> <p>Reduced fuel costs and vehicle insurance together with reduced function costs have partly offset this increase.</p> <p>The increase in support costs from Legal Services is partly offset by Organisation and Member Development due to changes in cost allocations from this service.</p> <p>The departmental recharge to the civic suite has been removed.</p>

#### 4.14 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	4,260	70	50	-240	0	0	4,140
Supplies and Services	232,820	3,490	2,860	-6,800	0	0	232,370
Support Services	218,080	0	0	0	-13,020	0	205,060
Total Expenditure	455,160	3,560	2,910	-7,040	-13,020	0	441,570
NET	455,160	3,560	2,910	-7,040	-13,020	0	441,570
Comments							
<p>The budget provision for superannuation costs within employee related expenses has been removed as members are not eligible to join the scheme.</p> <p>As a result of the review to the members allowance scheme, basic allowances have been increased but special responsibility allowances have been reduced, the net effect together with reductions in car allowances and committee expenses is shown in supplies and services.</p> <p>There has been a reduction in support costs mainly from Organisation and Member Development and also Community Services Department, this is partly offset by increases from Legal Services and Financial Services due to changes in cost allocations from these services</p>							

#### 4.15 LICENSING

Service Description							LICSE
<i>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.</i>							
Link to Ambitions							
To make people's lives safer and healthier							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	4,710	70	0	-890	0	0	3,890
Supplies and Services	21,130	320	-20	630	0	0	22,060
Support Services	105,940	0	0	0	-9,380	0	96,560
Total Expenditure	131,780	390	-20	-260	-9,380	0	122,510
Other Grants and Contributions	-4,710	-70	0	890	0	0	-3,890
Customer and Client Receipts	-116,600	-1,750	1,120	-3,940	0	0	-121,170
Total Income	-121,310	-1,820	1,120	-3,050	0	0	-125,060
NET	10,470	-1,430	1,100	-3,310	-9,380	0	-2,550

Comments
<p>The reduction in employee costs relates to a decrease in the number of disclosure and barring checks on taxi drivers, the cost of which is borne by the driver.</p> <p>Within supplies and services a budget provision has been established for the advertising of the fees for taxi licensing, this budget has been transferred from Legal Services.</p> <p>The reduction in support costs is mainly from Legal Services due to changes in cost allocations from this service.</p> <p>The income from personal and premises licenses has been increased based on current trends.</p>

#### 4.16 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	2,920	40	110	-1,310	0	0	1,760
Supplies and Services	12,770	200	0	80	0	0	13,050
Support Services	85,480	0	0	0	-510	0	84,970
Depreciation and Impairment	5,330	0	0	0	0	0	5,330
Total Expenditure	106,500	240	110	-1,230	-510	0	105,110
Customer and Client Receipts	-76,640	-1,150	-100	-1,790	0	0	-79,680
Total Income	-76,640	-1,150	-100	-1,790	0	0	-79,680
NET	29,860	-910	10	-3,020	-510	0	25,430
Comments							
<p>There has been a reallocation of employee insurance and a small increase in income from searches resulting in a reduction in the cost to this service.</p> <p>Support service costs have been reduced mainly from Community Services Department and Legal Services offset by an increase from the Chief Executive's Department due to changes in cost allocations from these services.</p>							

#### 4.17 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							
<p>To be a well managed council providing efficient services based on identified customer needs</p>							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Supplies and Services	14,430	220	-30	-1,680	0	0	12,940
Transfer Payments	131,200	1,970	-410	-200	0	0	132,560
Support Services	1,200	0	0	0	1,340	0	2,540
<b>Total Expenditure</b>	<b>146,830</b>	<b>2,190</b>	<b>-440</b>	<b>-1,880</b>	<b>1,340</b>	<b>0</b>	<b>148,040</b>
<b>NET</b>	<b>146,830</b>	<b>2,190</b>	<b>-440</b>	<b>-1,880</b>	<b>1,340</b>	<b>0</b>	<b>148,040</b>
Comments							
<p>The council no longer subscribes to the Local Government Information bulletin reducing the cost of subscriptions within supplies and services.</p> <p>It has been anticipated that the grant to the over 60's club will continue to reduce each year.</p> <p>The increase in support service costs is from Financial Services due to changes in cost allocations from this service.</p>							

#### 4.18 ESTATES

Service Description							ESTAT
<i>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.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Premises Related	8,140	120	-10	2,580	0	0	10,830
Supplies and Services	1,380	20	0	0	0	0	1,400
Support Services	35,810	0	0	0	-620	0	35,190
Depreciation	0	0	0	0	0	34,970	34,970
Total Expenditure	45,330	140	-10	2,580	-620	34,970	82,390
Interest	-10	0	0	10	0	0	0
Customer and Client Receipts	-34,880	-530	-50	-2,930	0	0	-38,390
Total Income	-34,890	-530	-50	-2,920	0	0	-38,390
NET	10,440	-390	-60	-340	-620	34,970	44,000

Comments
<p>Since taking the physiotherapy centre, the council must now pay business rates and energy costs for the centre whilst it is unoccupied, the provision for these is shown under premises expenses. The depreciation relates to the centre and Longridge Civic Hall and Gym.</p> <p>Support service costs have been reduced mainly from Community Services Department partly offset by an increase from Legal Services due to changes in cost allocations from these services.</p> <p>The council has also taken on responsibility of meadowside garages from Symphony homes, as a result of which, the council will receive all the rent instead of 50% from April 2016.</p>



#### 4.19 MEALS ON WHEELS AND LUNCHEON CLUBS

Service Description		VARIOUS CODES					
<p>Previously the Council received a grant from Lancashire County Council based on 50% of our Meals on Wheels and Luncheon Club costs up to a ceiling. In 2014 The County Council stopped supporting the meals on wheels service in its current format but have agreed that a new service based on Luncheon clubs would be supported through to March 2016, after which the council will use its 50% to support Luncheon clubs. There are currently 5 luncheon clubs where recurring financial support is provided by the Council. We are looking to develop more Clubs and work with new and existing clubs to help them become self sustainable in the longer term</p>							
<b>Link to Ambitions</b>							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Transport Related	2,170	20	-20	-2,170	0	0	0
Supplies and Services	11,620	170	-170	-11,620	0	0	0
Third Party Payments	15,170	230	-230	-15,170	0	0	0
Transfer Payments	2,530	40	-40	10,380	0	0	12,910
Support Services	2,090	0	0	0	-1,130	0	960
<b>Total Expenditure</b>	<b>33,580</b>	<b>460</b>	<b>-460</b>	<b>-18,580</b>	<b>-1,130</b>	<b>0</b>	<b>13,870</b>
Other Grants and Contributions	-13,960	-210	210	13,960	0	0	0
Customer and Client Receipts	-5,660	-70	70	5,660	0	0	0
<b>Total Income</b>	<b>-19,620</b>	<b>-280</b>	<b>280</b>	<b>19,620</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET</b>	<b>13,960</b>	<b>180</b>	<b>-180</b>	<b>1,040</b>	<b>-1,130</b>	<b>0</b>	<b>13,870</b>
<b>Comments</b>							
<p>The net budget will remain at a similar level however, the luncheon club schemes will no longer be supported by Lancashire County Council in the financial year 2016/17. The remaining 50% share of the budget has therefore been transferred to provide a provision for grant payments .</p>							

## 4.20 POLICY AND FINANCE MISCELLANEOUS

Service Description							FMISC
<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>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	1,040	20	-20	0	0	0	1,040
Premises Related	550	0	0	0	0	0	550
Supplies and Services	85,340	1,280	-40	-3,460	0	0	83,120
Transfer Payments	280	0	0	0	0	0	280
Support Services	11,740	0	0	0	1,640	0	13,380
Debt Management Expenses	33,610	500	-500	0	4,160	0	37,770
<b>Total Expenditure</b>	<b>132,560</b>	<b>1,800</b>	<b>-560</b>	<b>-3,460</b>	<b>5,800</b>	<b>0</b>	<b>136,140</b>
Other Grants and Contributions	-180,000	-2,700	2,700	0	0	0	-180,000
Customer and Client Receipts	-150	0	0	130	0	0	-20
Interest	-320	0	0	280	0	0	-40
Miscellaneous Recharges	-15,410	-230	40	2,790	0	0	-12,810
<b>Total Income</b>	<b>-195,880</b>	<b>-2,930</b>	<b>2,740</b>	<b>3,200</b>	<b>0</b>	<b>0</b>	<b>-192,870</b>
<b>NET</b>	<b>-63,320</b>	<b>-1,130</b>	<b>2,180</b>	<b>-260</b>	<b>5,800</b>	<b>0</b>	<b>-56,730</b>
Comments							
<p>The decrease in bank charges included within supplies and services and miscellaneous recharges reflect the move towards more automated systems for both payments and receipts. Audit of grant fees have also been reduced.</p> <p>Support service costs and debt management expenses have increased due to an increase in the recharge from Financial Services.</p> <p>Income from interest on car loans and administration fees has been reduced as there are fewer car loans and fewer rechargeable works being carried out.</p>							

#### 4.21 PERFORMANCE REWARD GRANTS

Service Description							PERFM
<i>Residual budget relation to former Performance Reward Grant received by this Council. This budget has been used to fund various grants/community projects etc</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Transfer Payments	11,960	180	-180	47,820	0	0	59,780
Support Costs	2,180	0	0	0	-700	0	1,480
Total Expenditure	14,140	180	-180	47,820	-700	0	61,260
NET	14,140	180	-180	47,820	-700	0	61,260
Comments							
The new parish grant scheme resulting in an increase in grant payments.							
Reduction in support from the Chief Executive's Department, due to changes in cost allocation from this service.							

#### 4.22 SUPERANNUATION DEFICIENCY PAYMENTS

Service Description							SUPDF
<i>Costs here relate to historic liabilities arising from unfunded pension costs.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	6,310	90	-90	0	0	0	6,310
Third Party Payments	112,610	1,690	-1,690	-10,040	0	0	102,570
Support Services	170	0	0	0	-170	0	0
Total Expenditure	119,090	1,780	-1,780	-10,040	-170	0	108,880
NET	119,090	1,780	-1,780	-10,040	-170	0	108,880
Comments							
Based on September 2015 inflation rates, no inflationary increase is anticipated. There is however a reduction in beneficiaries.							
Support costs from Financial Services has reduced due to changes in cost allocations from this service.							

#### 4.23 COMPUTER SERVICES

Service Description							COMPR
<p>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 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. These costs are fully recharged to service users.</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	156,860	2,350	-80	4,130	0	0	163,260
Premises	0	0	0	1,590	0	0	1,590
Transport Related	390	0	10	240	0	0	640
Supplies and Services	162,440	2,440	-1,230	-78,630	0	0	85,020
Support Services	35,480	0	0	0	2,520	0	38,000
Depreciation and Impairment	19,820	0	0	0	0	-6,750	13,070
Total Expenditure	374,990	4,790	-1,300	-72,670	2,520	-6,750	301,580
Other Grants and Reimbursements	-20	0	0	20	0	0	0
Departmental Recharges	-374,970	0	0	0	73,390	0	-301,580
Total Income	-374,990	0	0	20	73,390	0	-301,580
NET	0	4,790	-1,300	-72,650	75,910	-6,750	0

Comments
<p>Employee expenses have increased mainly as a result of changes to national insurance rates to employees who contribute to an occupational pension.</p> <p>Employee and premises insurances have been increase due to a reallocation of the costs across services.</p> <p>Changes within supplies and services include the removal of software support charges which are now charged directly to the relevant services. There has also been a reduction in computer consumables resulting from the move away from individual printers to shared office based ones.</p> <p>There is an increase in support cost from Financial Services and Organisation and Member Development partly offset by a reduction in accommodation costs due to changes in cost allocations from these services.</p> <p>The decrease in net expenditure has resulted in a decrease in recharges to other services.</p>

## 4.24 FINANCIAL SERVICES

Service Description	FSERV
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*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.*

### Link to Ambitions

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

Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	566,050	8,470	-210	12,490	0	0	586,800
Premises Related	1,130	20	30	-1,180	0	0	0
Transport Related	9,880	160	-130	-120	0	0	9,790
Supplies and Services	28,330	420	190	18,630	0	0	47,570
Support Services	57,080	0	0	0	29,420	0	86,500
<b>Total Expenditure</b>	<b>662,470</b>	<b>9,070</b>	<b>-120</b>	<b>29,820</b>	<b>29,420</b>	<b>0</b>	<b>730,660</b>
Other Grants and reimbursements	-20	0	0	0	0	0	-20
Customer and Client Receipts	-1,140	-20	20	30	0	0	-1,110
Departmental Recharges	-655,470	0	0	0	-65,230	0	-720,700
Miscellaneous Recharges	-5,840	-90	90	0	-2,990	0	-8,830
<b>Total Income</b>	<b>-662,470</b>	<b>-110</b>	<b>110</b>	<b>30</b>	<b>-68,220</b>	<b>0</b>	<b>-730,660</b>
<b>NET</b>	<b>0</b>	<b>8,960</b>	<b>-10</b>	<b>29,850</b>	<b>-38,800</b>	<b>0</b>	<b>0</b>

### Comments

Employee costs have increases due to changes in national insurance rates to employees who contribute to an occupational pension.

Employee and vehicle insurances have increased, but been partly offset by a reduction in premises insurance due to a reallocation of costs.

Car allowances and rail fares have been reduced based on previous trends of expenditure.

Within supplies and services printing and stationery has been reduced due to the move to office based printers. Software support has increased as a result of software maintenance being charged direct to the service rather than to Computer Services.

Support services has increased mainly from Computer services due to changes in cost allocations from this service.

The increase in net expenditure has resulted in an increase in recharges to other services.

## 4.25 LEGAL SERVICES

Service Description							LSERV
<p>The Legal Services Section provides legal advice to all departments of the council and represents the council in court proceedings and conveyancing, or other non-contentious transactions.</p> <p>The section also includes the direct costs of staff working on land charges, licensing, mayoralty and democratic services, elections, electoral registration, the complaints procedure and various related enforcement functions. These are recharged according to staff time allocations</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	303,410	4,550	-10	16,660	0	0	324,610
Premises Related	670	10	20	-700	0	0	0
Transport Related	7,320	110	-50	-1390	0	0	5,990
Supplies and Services	36,330	540	-20	-6,860	0	0	29,990
Support Services	105,420	0	0	0	-7,090	0	98,330
Total Expenditure	453,150	5,210	-60	7,710	-7,090	0	458,920
Other Grants and Contributions	-6,530	-100	-30	-2,120	0	0	-8,780
Departmental Recharges	-445,480	0	0	0	-2,770	0	-448,250
Miscellaneous Recharges	-1,140	-20	20	0	-750	0	-1,890
Total Income	-453,150	-120	-10	-2,120	-3,520	0	-458,920
NET	0	5,090	-70	5,590	-10,610	0	0
Comments							
<p>Employee costs have been increased due to a part-time democratic services post being transferred from Chief Executive's Department and also due to changes in national insurance rates for employees who contribute to an occupational pension.</p> <p>Other changes to employee costs include an increase in the allocation of superannuation lump sum payments, a decrease in the provision for tuition fees and an increase in the allocation of employee insurance.</p> <p>The allocation for premises insurance has been removed but the vehicle insurance increased.</p> <p>Other changes to transport costs include reduction to car allowances and car leasing repayments.</p> <p>Within supplies and services, reference books, email and internet connections, legal costs and statutory notices have all been reduced either as a result of previous trends or reallocation of costs.</p> <p>Support service costs have been reduced mainly from Computers Services offset by increases from Financial Services and accommodation due to changes in cost allocations from these services.</p> <p>Income from legal fees have been increased based on previous trends.</p> <p>The increase in net expenditure has resulted in an increase in recharges to other services.</p>							

## 4.26 CONTACT CENTRE

Service Description							CONTC
<i>The contact centre acts as first point of contact for a range of front line services and provides the main telephony service.</i>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	164,060	2,460	-180	-3,520	0	0	162,820
Transport Related	150	0	0	170	0	0	320
Supplies and Services	22,740	340	-80	-1,070	0	0	21,930
Support Services	45,050	0	0	0	10,350	0	55,400
Depreciation and Impairment	2,780	0	0	0	0	0	2,780
<b>Total Expenditure</b>	<b>234,780</b>	<b>2,800</b>	<b>-260</b>	<b>-4,420</b>	<b>10,350</b>	<b>0</b>	<b>243,250</b>
Departmental Recharges	-234,780	0	0	0	-8,470	0	-243,250
<b>Total Income</b>	<b>-234,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-8,470</b>	<b>0</b>	<b>-243,250</b>
<b>NET</b>	<b>0</b>	<b>2,800</b>	<b>-260</b>	<b>-4,420</b>	<b>1,880</b>	<b>0</b>	<b>0</b>
Comments							
<p>The reduction in employee costs is a combination of new employee employed at lower rates than previous employee, offset by changes to national insurance rates and increase in allocation of employee insurance.</p> <p>A provision for rail fares has been introduced offset by a reduction in the car allowances.</p> <p>Within supplies and services the email and internet has also been reduced to be included in the overall Computer Services recharge.</p> <p>Support costs have been increased mainly from Computer Services due to changes in cost allocations from this services.</p> <p>The increase in net expenditure has resulted in an increase in recharges to other services.</p>							

## 4.27 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Employee Related	459,710	6,900	-120	14,640	0	0	481,130
Transport Related	8,960	120	-30	-250	0	0	8,800
Supplies and Services	11,050	160	-120	15,810	0	0	26,900
Support Services	149,580	0	0	0	9,870	0	159,450
<b>Total Expenditure</b>	<b>629,300</b>	<b>7,180</b>	<b>-270</b>	<b>30,200</b>	<b>9,870</b>	<b>0</b>	<b>676,280</b>
Other grants and reimbursements	-10	0	0	10	0	0	0
Departmental Recharges	-629,230	0	0	0	-46,990	0	-676,220
Miscellaneous Recharges	-60	0	0	0	0	0	-60
<b>Total Income</b>	<b>-629,300</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>-46,990</b>	<b>0</b>	<b>-676,280</b>
<b>NET</b>	<b>0</b>	<b>7,180</b>	<b>-270</b>	<b>30,210</b>	<b>-37,120</b>	<b>0</b>	<b>0</b>
Comments							
<p>Employee costs have been increased by changes to national insurance rates for staff who contribute to an occupational pension and also increases to the allocation of superannuation lump sum payments and employee insurance.</p> <p>Car allowances have been reduced based on previous years trends, this is offset by an increase in the allocation of vehicle insurance.</p> <p>The main change to supplies and services is the increase in software support as it is now charged direct to the service rather than being included in the Computer Services recharge.</p> <p>Support costs have increased mainly from the Contact Centre, Civic Suite and Financial Services due to changes in cost allocations from these services.</p> <p>The increase in net expenditure has increased the recharges to other services.</p>							



#### 4.28 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 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Premises Related	32,130	480	-480	30	0	0	32,160
Supplies and Services	1,690	30	0	0	0	0	1,720
Support Services	4,500	0	0	0	410	0	4,910
Total Expenditure	38,320	510	-480	30	410	0	38,790
Customer and Client Receipts	-37,830	-570	570	0	0	0	-37,830
Total Income	-37,830	-570	570	0	0	0	-37,830
NET	490	-60	90	30	410	0	960
Comments							
No significant changes to this service.							

#### 4.29 TOUR OF BRITAIN CYCLE RACE

Service Description							TOURB
<i>This budget covers costs for hosting a stage of the Tour of Britain cycle race in 2015.</i>							
Link to Ambitions							
To sustain a strong and prosperous Ribble Valley							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Supplies and Services	125,000	1,880	-1,880	-125,000	0	0	0
Total Expenditure	125,000	1,880	-1,880	-125,000	0	0	0
NET	125,000	1,880	-1,880	-125,000	0	0	0
Comments							
The event took place in 2015, and was for one year only.							

#### 4.30 ECONOMIC DEVELOPMENT

Service Description							INDDV
<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>							
Link to Ambitions							
To sustain a strong and prosperous Ribble Valley							
Budget Analysis	Original Estimate 2015/16	Inflation at 1.5%	Inflation above or below 1.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2016/17
	£	£	£	£	£	£	£
Premises Related	160	0	0	10	0	0	170
Supplies and Services	19,520	300	0	0	0	0	19,820
Support Services	71,250	0	0	0	5,410	0	76,660
Total Expenditure	90,930	300	0	10	5,410	0	96,650
NET	90,930	300	0	10	5,410	0	96,650
Comments							
Increase in support costs mainly from Community Services Department due to changes in cost allocations from this service.							

## 5 SUMMARIES

5.1 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 2015/16 £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2016/17 £
CEXEC	Chief Executives Department	0	14,230	610	89,420	-104,260	0	0
OMDEV	Organisation & Member Development	0	5,240	-130	14,290	-19,400	0	0
CSERV	Corporate Services	176,600	370	0	6,110	-2,030	0	181,050
CORPM	Corporate Management	324,830	0	0	0	-4,240	0	320,590
CIVST	Civic Suite	0	490	0	-50	-930	490	0
CLOFF	Council Offices	0	2,930	-90	-6,120	-25,280	28,560	0
EMERG	Community Safety	64,220	160	-20	1,280	-8,370	0	57,270
CLTAX	Council Tax	327,210	-550	1,640	15,940	450	0	344,690
NNDRC	National Non Domestic Rates	51,890	-950	1,470	870	1,660	0	54,940
ELADM	Election Administration	44,790	0	0	0	10,770	0	55,560
DISTC	District Elections	77,750	1,190	-1,190	-77,750	0	0	0
ELECT	Register of Electors	93,260	770	-120	-3,950	3,640	0	93,600
CIVCF	Civic Functions	59,660	670	-30	-1,820	2,390	0	60,870
COSDM	Cost of Democracy	455,160	3,560	2,910	-7,040	-13,020	0	441,570
LICSE	Licensing	10,470	-1,430	1,100	-3,310	-9,380	0	-2,550
LANDC	Land Charges	29,860	-910	10	-3,020	-510	0	25,430
FGSUB	Grants and Subscriptions	146,830	2,190	-440	-1,880	1,340	0	148,040
ESTAT	Estates	10,440	-390	-60	-340	-620	34,970	44,000
LUNCH	Luncheon Clubs	13,960	180	-180	1,040	-1,130	0	13,870
FMISC	Policy & Finance Miscellaneous	-63,320	-1,130	2,180	-260	5,800	0	-56,730
PERFM	Performance Reward Grants	14,140	180	-180	47,820	-700	0	61,260
SUPDF	Superannuation Deficiency Payments	119,090	1,780	-1,780	-10,040	-170	0	108,880
COMPR	Computers	0	4,790	-1,300	-72,650	75,910	-6,750	0
FSERV	Financial Services	0	8,960	-10	29,850	-38,800	0	0
LSERV	Legal Services	0	5,090	-70	5,590	-10,610	0	0
CONTC	Contact Centre	0	2,800	-260	-4,420	1,880	0	0

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2015/16 £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2016/17 £
REVUE	Revenues and Benefits	0	7,180	-270	30,210	-37,120	0	0
ALBNM	Albion Mill	490	-60	90	30	410	0	960
TOURB	Tour of Britain Cycle Race	125,000	1,880	-1,880	-125,000	0	0	0
INDDV	Economic Development	90,930	300	0	10	5,410	0	96,650
<b>NET COST OF SERVICES</b>		<b>2,173,260</b>	<b>59,520</b>	<b>2,000</b>	<b>-75,190</b>	<b>-166,910</b>	<b>57,270</b>	<b>2,049,950</b>

<b>ITEMS ADDED TO/ (TAKEN FROM) BALANCES AND RESERVES</b>								
FNBAL H230	Election Fund	-55,870	330	0	77,750	0	0	22,210
FNBAL H256	Concessionary Travel Reserve	-40,026	0	0	40,026	0	0	0
FNBAL H327	Fleming VAT Claims Reserve	-22,920	0	0	22,920	0	0	0
FNBAL H362	IER Reserve	-14,570	0	0	3,030	0	0	-11,540
FNBAL H269	Valuation of Assets Reserve	2,000	30	0	0	0	0	2,030
FNBAL H325	VAT Shelter Reserve	180,000	0	0	0	0	0	180,000
FNBAL H326	Performance Reward Grants Reserve	-74,014	0	0	14,234	0	0	-59,780
<b>NET BALANCES &amp; RESERVES</b>		<b>-25,400</b>	<b>360</b>	<b>0</b>	<b>157,960</b>	<b>0</b>	<b>0</b>	<b>132,920</b>
<b>NET EXPENDITURE</b>		<b>2,147,860</b>	<b>59,880</b>	<b>2,000</b>	<b>82,770</b>	<b>-166,910</b>	<b>57,270</b>	<b>2,182,870</b>

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

	Original Estimate 2015/16 £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2016/17 £
Employee Costs	3,008,020	45,060	-580	108,760	0	0	3,161,260
Premises Costs	230,120	3,440	-660	-14,190	0	0	218,710
Transport Costs	69,590	1,020	-470	-6,460	0	0	63,680
Supplies and Services	1,050,110	15,770	-840	-209,000	0	0	856,040
Third Party	128,790	1,940	-1,920	-12,300	0	0	116,510
Transfer Payments	172,250	2,580	-620	45,160	0	0	219,370
Support Services	2,358,970	0	0	0	-20,560	0	2,338,410

	Original Estimate 2015/16 £	Inflation at 1.5% £	Inflation above or below 1.5% £	Unavoidable Changes to Service Cost £	Support Services £	Capital £	Original Estimate 2016/17 £
Depreciation & Impairment	73,170	0	0	0	0	57,270	130,440
Debt Management Expenses	33,610	500	-500	0	4,160	0	37,770
<b>TOTAL EXPENDITURE</b>	<b>7,124,630</b>	<b>70,310</b>	<b>-5,590</b>	<b>-88,030</b>	<b>-16,400</b>	<b>57,270</b>	<b>7,142,190</b>
Government Grants	-87,900	-1,320	1,320	-2,590	0	0	-90,490
Other Grants and Reimbursements	-207,250	-3,110	2,870	12,140	0	0	-195,350
Customer & Client Receipts	-389,830	-5,840	3,070	210	0	0	-392,390
Interest	-330	0	0	290	0	0	-40
Departmental Recharges	-4,231,850	0	0	0	-146,690	0	-4,378,540
Miscellaneous Recharges	-34,210	-520	330	2,790	-3,820	0	-35,430
<b>TOTAL INCOME</b>	<b>-4,951,370</b>	<b>-10,790</b>	<b>7,590</b>	<b>12,840</b>	<b>-150,510</b>	<b>0</b>	<b>-5,092,240</b>
<b>NET COST OF SERVICES</b>	<b>2,173,260</b>	<b>59,520</b>	<b>2,000</b>	<b>-75,190</b>	<b>-166,910</b>	<b>57,270</b>	<b>2,049,950</b>

ITEMS ADDED TO/ (TAKEN FROM) BALANCES AND RESERVES							
<b>FNBAL/H230:</b> Election Fund	-55,870	330	0	77,750	0	0	22,210
<b>FNBAL/H256:</b> Concessionary Travel Reserve	-40,026	0	0	40,026	0	0	0
<b>FNBAL/H327:</b> Fleming VAT Claims Reserve	-22,920	0	0	22,920	0	0	0
<b>FNBAL/H362:</b> IER Reserve	-14,570	0	0	3,030	0	0	-11,540
<b>FNBAL/H269:</b> Valuation of assets Reserve	2,000	30	0	0	0	0	2,030
<b>FNBAL/H325:</b> VAT Shelter Reserve	180,000	0	0	0	0	0	180,000
<b>FNBAL/H326:</b> Performance Reward Grants Reserve	-74,014	0	0	14,234	0	0	-59,780
<b>NET BALANCES &amp; RESERVES</b>	<b>-25,400</b>	<b>360</b>	<b>0</b>	<b>157,960</b>	<b>0</b>	<b>0</b>	<b>132,920</b>
<b>NET EXPENDITURE</b>	<b>2,147,860</b>	<b>59,880</b>	<b>2,000</b>	<b>82,770</b>	<b>-166,910</b>	<b>57,270</b>	<b>2,182,870</b>

- 5.2 Net costs for this committee have decreased by £123,310 but after allowing for transfers to and from earmarked reserves the position changes to an increase in net expenditure of £35,010. The main reasons for this are summarised below:

Description	Variances from original estimate 2015/16 to original estimate 2016/17 £
<b>CEXEC: Chief Executives</b>	
Increased staffing costs due to staff transferring from Community Services Department to the Chief Executive's Department. This is partly offset by a part-time post being transferred to Legal Services and also increases to the employer's National Insurance rates for those staff that contribute to an occupational pension.	83,420
<b>DISTC: District Elections</b>	
A budget provision was included in the 2015/16 original estimate for holding the 2015 local elections. No district elections are due to take place in 2016.	-77,750
<b>PERFM: Performance Reward Grants</b>	
Increase in expenditure due to introduction of new parish grant schemes	47,820
<b>COMPR: Computer Section</b>	
Software maintenance costs are now being charged directly to the relevant services.	-76,960
<b>FSERV: Financial Services</b>	
Software maintenance costs now being charged directly to the relevant service.	21,300
<b>TOURB: Tour of Britain Cycle Race</b>	
The provision for hosting a stage of the cycle race was for one year only	-125,000

- 5.3 Annex 1 shows a list of subscriptions falling within this committee.

## 6 RISK ASSESSMENT

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

- Resources – approval of the original budget for 2016/17 would see an decrease in net expenditure of £123,310 compared with the original budget for 2015/16 or an increase of £35,010 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 FEES AND CHARGES

7.1 Fees and charges for this Committee were agreed in October 2015, and have been increased by 1.5% 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 2016.

8 RECOMMENDED THAT COMMITTEE

8.1 Agree the revenue budget for 2016/17 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

PF12-16/TH/AC

11 January 2016

For further background information please ask for Trudy Holderness.

BACKGROUND WORKING PAPERS – Budget working papers 2015/16 RE + 2016/17 OE

## Policy and Finance Committee – Subscriptions

Cost Centre	Body	Budgeted Subscription £	Benefits and Outcomes	Since
FGSUB Policy and Finance Committee Grants and Subscriptions	<b>SPARSE Rural (RSN Network)</b> 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.	2,180	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 bringing 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
	<b>North West Employers Organisation</b> 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.	3,400	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
	<b>Local Government Association (LGA)</b> The LGA is a politically-led, cross-party organisation that seeks to promote local government on behalf of councils to 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	5,760	The LGA are a politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong credible voice with national government. It aims to influence and set the political agenda on the issues that matter to councils so they are able to deliver local solutions to national problems.	1997
	<b>District Councils' Network</b> The District Councils' Network is a member led network of 199 district councils. It is a special interest group of the LGA, and provides a single voice for district councils within LGA and to Central Government	270	The District Councils' 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