

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 21

meeting date: 7 NOVEMBER 2017
 title: OVERALL REVENUE MONITORING 2017/18
 submitted by: DIRECTOR OF RESOURCES
 principal author: LAWSON ODDIE

1 PURPOSE

1.1 To consider the position on the revenue budget for the current financial year up to the end of September.

2 ORIGINAL BUDGET 2017/18

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

	Original Estimate 2017/18 £
Committee Net Requirements	6,995,600
Capital Charges Adjustment	-744,380
Committee Expenditure After Adjustments	6,251,220
Other Items - Interest Payable	7,830
- Interest on balances	-15,660
- New Homes Bonus	-1,576,964
- Transition Grant	-20,345
- Rural Areas Delivery Grants – Additional Funding	-86,603
- Retained Business Rates Income	-447,824
- Renewable Energy Business Rates	-29,091
- Section 31 Grant for Business Rates	-591,197
- 10% of Retained Levy – Payable to LCC under Pooling	50,080
- Share of Business Rates Deficit on Collection Fund	-45,368
Expenditure After Other Items	3,496,078
Less Added to/(taken from) Earmarked Reserves	
Elections	22,540
Building Control Fee Earning	5,490
Performance Reward Grant	-53,500
IER Reserve	-1,300
Community Safety	-13,520
Equipment Reserve	-120

	Original Estimate 2017/18 £
Revaluation Reserve	2,060
Government Housing Grants Reserve	-130
Planning Reserve	-42,900
Post LSVT Pensions Reserve	-36,512
VAT Shelter	158,000
New Homes Bonus Reserve	783,885
Vehicle Renewals Reserve	46,000
Business Rates Volatility Reserve	787,886
Taken From Revenue Balances	-250,000
Net Expenditure	4,903,957

3 COMMENTS

3.1 Accountants are currently preparing the revised estimates for the current financial year. Regular budget monitoring is undertaken on a monthly basis. In addition committees are currently receiving monitoring reports in the current cycle.

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

3.3 *Employees*

Position at end of September:

	£
Budget to the end of September	2,685,081
Actual to the end of September	2,703,545
Difference as at the end of September	18,464

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

- CEXEC: Chief Executive's Department (£-7,027) – The variance is as a result of vacant posts, including Pest Control Officer (part time), Cemetery Officer and Building Surveyor.
- COMMD: Community Services Department (£13,981) – The staffing budget allows for staff turnover within the full financial year of 4%. To date there has been a low level of turnover within the department and to date this turnover has not materialised. This variance may correct itself as the year progresses.
- FSERV: Financial Services (£6,569) – The staffing budget allows for staff turnover within the full financial year of 4%. To date there has been a low level of turnover within the department and to date this turnover has not materialised. This variance may correct itself as the year progresses.

- LSERV: Legal Services (£5,428) – The staffing budget allows for staff turnover within the full financial year of 4%. To date there has been a low level of turnover within the department and to date this turnover has not materialised. This variance may correct itself as the year progresses.
- RCOLL: Refuse Collection (£14,736) – There has been an increased usage of agency staff on the service due to staff sickness. Furthermore, the staffing budget allows for staff turnover within the full financial year of 4%. To date there has been a low level of turnover.
- RPOOL: Ribblesdale Pool (£-8,058) – As reflected in the variances on Fees and Charges, there are vacancies in swimming teachers (1 full time and 1 part time post) resulting in the underspend shown. There is also a vacant apprentice lifeguard post. Some of the variance from these items has been partly offset by increased overtime cover.

3.4 Fees and Charges

Position at end of September:

	£
Budget to the end of September	-1,372,776
Actual to the end of September	-1,427,321
Difference as at the end of September	-54,545

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

- BCFEE: Building Control Fee Earning (-£6,599) – Income as at the half year point is above the average of that received in past years. This position may change as the year progresses.
- LICSE: Licensing (-£5,330) – There has been an increase in number of licenses renewed in period
- PLANG: Planning Control and Enforcement (£24,512) – Income as at the half year point is below the average of that received in past years. This position may change as the year progresses.
- RCOLL: Refuse Collection (-£6,015) – There has been an increase in the level of take up of the bin hire scheme. Income from the scheme is already double that allowed for in the budget. There has also been increased income from household special collections due to increased demand.
- RPOOL: Ribblesdale Pool (£60,590) – There has been a fall in income from swimming lessons due to vacancies in swimming teachers (1 full time and 1 part time post). Admissions income for adults and juniors is also down.
- TRREF: Trade Refuse (-£113,476) – Trade Waste contracts have been invoiced for the full year. There is a chance that some of these contracts may be cancelled as the year progresses, which will bring down the variance shown. The budget has been increased over recent years as we have seen an influx of customers since another operator in the area went out of business.
- VARIOUS: Car Parks (-£14,368) – This is largely due to increased usage at the Market, Lowergate, Dunsop Bridge and Edisford car parks.

3.5 **Interest**

Position at end of September:

	£
Budget to the end of September	-7,850
Actual to the end of September	-5,227
Difference as at the end of September	2,623

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

4 SUMMARY

4.1 In summary, the position is as follows:

	£ 000
Employees	18,464
Income	-54,545
Interest	2,623
Total Net Savings/Underspend/Extra Income	-33,458

5 CONCLUSION

5.1 Overall, the variances to the end of September are favourable, with a net saving/additional income of £33,458, based on the areas included within this report.

5.2 The main reasons for the variance are the increased income on Trade Refuse, partly offset by lower income levels at Ribblesdale Pool and on Planning Fees.

5.3 The variances on Employees are largely compensating. However, the variance on Swimming Teachers has impacted on the income levels as highlighted above.

HEAD OF FINANCIAL SERVICES

DIRECTOR OF RESOURCES

PF72-17/LO/AC
27 October 2017

BACKGROUND PAPERS: None

For further information please ask for Lawson Oddie.

ANNEX 1

Employees – April to September 2017

Cost Centre	Cost Centre Name	Original Estimate to end September 2017	Actual to end September 2017	Variance
ARTDV	Art Development	6,876	5,969	-907
BCSAP	Building Control SAP Fees	72	38	-34
CEXEC	Chief Executives Department	425,973	418,946	-7,027
CIVCF	Civic Functions	6,108	3,980	-2,128
CIVST	Civic Suite	4,608	4,311	-297
CLMKT	Clitheroe Market	762	1,082	320
CLOFF	Council Offices	22,763	21,010	-1,753
COMMD	Community Services Department	480,607	494,588	13,981
COMPR	Computer Services	74,202	77,317	3,115
CONTC	Contact Centre	70,444	69,585	-859
COSDM	Cost of Democracy	1,678	1,806	128
CPADM	Car Park Administration - Off Street	20,482	20,727	245
DNHAM	Downham Toilets	132	120	-12
ELECT	Register of Electors	168	1,999	1,831
EXREF	Exercise Referral Scheme	18,767	18,951	184
FMISC	Policy & Finance Miscellaneous	0	42	42
FSERV	Financial Services	246,354	252,923	6,569
HSASS	Housing Associations	0	855	855
JARMS	Joiners Arms	7,964	4,566	-3,398
LSERV	Legal Services	139,732	145,160	5,428
OMDEV	Organisation & Member Development	135,590	135,577	-13
PAPER	Waste Paper and Card Collection	40,864	39,644	-1,220
PCADM	Public Conveniences Administration	3,022	1,676	-1,346
PKADM	Grounds Maintenance	104,066	107,766	3,700
PLATG	Platform Gallery and Visitor Information	33,628	33,181	-447
RCOLL	Refuse Collection	296,733	311,469	14,736
REVUE	Revenues & Benefits	203,100	198,841	-4,259
RPOOL	Ribblesdale Pool	147,370	139,312	-8,058

ANNEX 1**Employees – April to September 2017**

Cost Centre	Cost Centre Name	Original Estimate to end September 2017	Actual to end September 2017	Variance
SDEPO	Salthill Depot	11,062	9,689	-1,373
STCLE	Street Cleansing	65,464	65,754	290
SUPDF	Superannuation Deficiency Payments	3,186	3,188	2
TFRST	Waste Transfer Station	12,247	9,835	-2,412
UPACT	Up and Active Service	23,090	26,352	3,262
VEHCL	Vehicle Workshop	23,690	25,946	2,256
WKSAD	Works Administration	54,277	51,340	-2,937
		2,685,081	2,703,545	18,464

ANNEX 2

Fees and Charges – April to September 2017

Cost Centre	Cost Centre Name	Original Estimate to end September 2017	Actual to end September 2017	Variance
BCFEE	Building Control Fee Earning	-92,315	-98,914	-6,599
BCNON	Building Control Non Fee Earning	-660	-608	52
BCSAP	Building Control SAP Fees	-2,622	-1,390	1,232
CIVST	Civic Suite	-2,164	-3,098	-934
CLCEM	Clitheroe Cemetery	-21,830	-17,692	4,138
CLMKT	Clitheroe Market	-107,264	-111,993	-4,729
COMMD	Community Services Department	-318	-377	-59
DOGWD	Dog Warden & Pest Control	-9,610	-7,162	2,448
DRAIN	Private Drains	-752	-482	270
EALLW	Edisford All Weather Pitch	-9,470	-10,829	-1,359
EDPIC	Edisford Picnic Area	-653	-500	153
ENVHT	Environmental Health Services	-21,836	-19,146	2,690
EXREF	Exercise Referral Scheme	-2,448	-2,412	36
FSERV	Financial Services	-570	-569	1
IMPGR	Improvement Grants	-3,234	-1,176	2,058
LANDC	Land Charges	-40,416	-37,949	2,467
LICSE	Licensing	-59,801	-65,131	-5,330
LSERV	Legal Services	-510	-1,361	-851
MCAFE	Museum Cafe	-3,765	-4,822	-1,057
PLANG	Planning Control & Enforcement	-294,262	-269,750	24,512
RCOLL	Refuse Collection	-13,716	-19,731	-6,015
RPOOL	Ribblesdale Pool	-207,974	-147,384	60,590
RVPRK	Ribble Valley Parks	-2,969	-2,298	671
SDEPO	Salthill Depot	-390	-367	23
SIGNS	Street Nameplates & Signs	-262	-546	-284
SPODV	Sports Development	-106	0	106
TRREF	Trade Refuse	-247,570	-361,046	-113,476

ANNEX 2

Fees and Charges – April to September 2017

Cost Centre	Cost Centre Name	Original Estimate to end September 2017	Actual to end September 2017	Variance
UPACT	Up and Active Service	-23,618	-24,549	-931
VARIOUS	Car Parks	-201,671	-216,039	-14,368
		-1,372,776	-1,427,321	-54,545