

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 6

meeting date: 18 JANUARY 2018  
title: REVISED REVENUE BUDGET 2017/18  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

## 1 PURPOSE

- 1.1 To agree a revised revenue budget for 2017/18 for this committee.

## 2 BACKGROUND

- 2.1 The original estimate for this current financial year was set in March 2017.

- 2.2 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.

- 2.3 At this time of year we revise the estimates for the current financial year in order to predict the likely outturn. In essence the Revised Estimate is the council's latest forecast for the outturn on the current financial year's budget. This also assists us in preparing the original estimate for the coming financial year.

## 3 REVISING THE ORIGINAL ESTIMATE

- 3.1 Since the budget was originally set we now have the benefit of information from the outturn position for 2016/17 and the variances that were experienced in that financial year. Furthermore, as we have been monitoring our budgets during the year we can also use this information to inform the revised budget process.

- 3.2 The 2017/18 budget included provision for pay at 1.1% and price increases of 1.5%.

- 3.3 Whilst our committee income and expenditure may increase or decrease at the revised estimate items such as our budgeted core government funding and our council tax precept remain fixed. As a result, any compensating movement is within our earmarked reserves and general fund balances.

- 3.4 In addition to the use of data on past performance there have been detailed discussions with budget holders and heads of service on past service provision and future plans, playing an integral part in the budget setting process.

- 3.5 Furthermore, decisions and actions required as a result of committee meetings are incorporated into the budget setting process, whilst financial implications would likely have already been identified as part of any committee decision.

- 3.6 As part of the setting of the revised estimate, this report is now presented to committee to seek comment and approval. Once approved by this committee, the revised estimate will be reported to Special Policy and Finance Committee.

3.7 The proposed revised estimate for this committee is now presented in the following section, with details of the movements that effect this revision being detailed at Annex 1. There are also details of the current actual position as at the end of November against the profiled Original Estimate and alongside the proposed Revised Estimate at Annex 2.

#### 4 PROPOSED REVISED REVENUE BUDGET 2017/18

4.1 A comparison between the original and revised budgets for each cost centre is shown below, together with the associated movements in earmarked reserves.

<b>Cost Centre and Description</b>	<b>Original Estimate 2017/18</b>	<b>Movement in Expenditure</b>	<b>Movement in Income</b>	<b>Movement in Support Services</b>	<b>Movement in Capital Charges</b>	<b>Revised Estimate 2017/18</b>
APLAC: Alma Place Unit	0	6,830	-5,460	1,410		2,780
AWARM: Affordable Warmth	0	800				800
CLAIR: Clean Air	2,520	290		50		2,860
CLAND: Contaminated Land	8,990			-620		8,370
CLCEM: Clitheroe Cemetery	59,950	-2,020	-1,860	-2,760		53,310
CLMKT: Clitheroe Market	-46,220	280	-5,280	2,050	380	-48,790
CMGHH: Community Groups - Health & Housing	0			39,570		39,570
COMNL: Common Land	2,360			50		2,410
CTBEN: Localised Council Tax Support Administration	108,970	3,350	-14,680	-2,500		95,140
DOGWD: Dog Warden & Pest Control	98,840	2,790	3,430	-19,020		86,040
ENVHT: Environmental Health Services	293,490	770	-130	-1,060		293,070
HGBEN: Housing Benefits Administration	128,770	69,030	-105,370	240		92,670
HOMEE: Home Energy Conservation	13,170			-1,450		11,720
HOMES: Homelessness Strategy	85,720	5,040	-25,250	-6,150		59,360
HSASS: Housing Associations	6,670	3,400	-3,910	200		6,360
HSTRA: Housing Strategy	51,880	-1,570		-8,080		42,230

Cost Centre and Description	Original Estimate 2017/18	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2017/18
IMPGR: Improvement Grants	73,670		-3,510	12,280		82,440
JARMS: Joiners Arms	15,710	16,750	-35,390	10,250	370	7,690
SHARE: Shared Ownership Rents	-1,230					-1,230
SUPPE: Supporting People	11,880	30,670	-47,880	290		-5,040
UCRED: Universal Credit	9,400		0	-2,220		7,180
<b>Grand Total</b>	<b>924,540</b>	<b>136,410</b>	<b>-245,290</b>	<b>22,530</b>	<b>750</b>	<b>838,940</b>
<b>Associated Movements in Earmarked Reserves</b>						
HGBAL/H337 Equipment Reserve	0	-3,050	12,600			9,550
HGBAL/H339 Government Housing Grants Reserve	-130	-2,320	37,340			34,890
CPBAL/H330 Capital Reserve	0		4,020			4,020
<b>Net after Movements in Earmarked Reserves</b>	<b>924,410</b>	<b>131,040</b>	<b>-191,330</b>	<b>22,530</b>	<b>750</b>	<b>887,400</b>

- 4.2 The difference between the revised and original estimate is a decrease in net expenditure of £85,600 or a decrease in net expenditure of £37,010 after allowing for movements on earmarked reserves.

5 KEY MOVEMENTS FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE

5.1 Within the proposed Revised Estimate there are a number of substantial movements, and these are summarised in the table overleaf. A more detailed analysis of the movements is provided at Annex 1.

Description	Variance Original Estimate 2017/18 to DRAFT Revised Estimate 2017/18 £
<p><b>ALL cost centres - Support Services</b>                      Net decrease in Support Services recharges for the Health and Housing Committee overall, following a reassessment of costs to date and time allocations in all support services areas.  <i>Note - this is the net decrease in support services recharges after separately identifying the recharge of £39,570 for the new Community Groups cost centre (see CMGHH below).</i></p>	-17,040
<p><b>HGBEN - Housing Benefits</b>                      Rent Allowance subsidy receiveable from the DWP is estimated to be £50,700 higher than Rent Allowance payments, after adjusting for recovery of housing benefits overpayments and non-cash transactions. This difference is £14,840 higher than budgeted for at original estimate stage in 2017/18.</p>	-14,840
<p><b>CTBEN - Localised Council Tax Support Administration</b>                      Following the introduction of Local Council Tax Support and the move from Council Tax Benefit, any previous years' overpayments of Council Tax Benefits recovered by the Council are now retained by the Council, whilst any back payments of Council Tax Benefit to claimants falls on the Council. These amounts are not budgeted for at original estimate because they cannot be estimated. The likely net position for 2017/18 is net retained overpayments of £14,160.</p>	-14,160
<p><b>HGBEN - Housing Benefits</b>                      Additional income received in-year from the DWP, which was not known about at original estimate stage, for various benefit changes and reforms the Council is required to implement in-year. This covers areas such as real time data matching, implementing the benefit cap changes, increased discretionary housing payments administration, fraud investigation and removal of the spare room subsidy.</p>	-12,770
<p><b>HGBEN - Housing Benefits</b>                      Estimated receipt of Flexible Homelessness Support Grant, to help cover Rent Rebate subsidy not received from the DWP for rent paid on behalf of temporary accommodation benefit claimants that is above the Local Housing Allowance level. This grant income was not known about at original estimate stage.</p>	-9,750

Description	Variance Original Estimate 2017/18 to DRAFT Revised Estimate 2017/18 £
<p><b>JARMS - Joiners Arms</b></p> <p>The Joiners Arms scheme warden post duties and scale point were finalised after the original estimate budget was set. The actual costs of the role are less than the amount included in the original estimate plus the warden post will be vacant for an estimated period of two months from mid-December 2017.</p>	-6,950
<p><b>CMGHH - Community Groups - Health &amp; Housing</b></p> <p>A new budget for this committee introduced at revised estimate stage, reflecting the cost of the time that partnership officers and regeneration staff spend working with community groups. The budget has been transferred from Planning, because this work on behalf of the community is more aligned with this Committee's supporting people agenda.</p>	39,570

## 6 CONCLUSION

- 6.1 The difference between the revised and original estimate is a decrease in net expenditure of £37,010 after allowing for transfers to and from earmarked reserves.

## 7 RISK ASSESSMENT

- 7.1 The approval of this report may have the following implications:

- Resources: approval of the revised estimate would see a decrease in net expenditure of £85,600 or £37,010 after allowing for movements on 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.

## 8 RECOMMENDED THAT COMMITTEE

- 8.1 Approve this committee's revenue revised estimate for 2017/18.

SENIOR ACCOUNTANT  
HH1-18/AC/AC

DIRECTOR OF RESOURCES

11 December 2017

For further background information please ask for Andrew Cook  
BACKGROUND PAPERS - None

HEALTH AND HOUSING COMMITTEE  
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>APLAC: Alma Place Unit</b>					
<i>Note - This is a new cost centre in 2017/18, this is a one-bedroom property providing move-on accommodation for people previously supported in other homelessness accommodation. The unit opened in August 2017.</i>					
<b>Premises related expenses - repairs and maintenance</b> Costs of enabling works to make the property fit for rental and some in-year repairs.	5,170				5,170
<b>Premises related expenses - other</b> Service charges, insurance, furniture and equipment in-year spend, plus void costs for cleaning, utilities and council tax.	1,510				1,510
<b>Supplies and services - legal</b> Valuation costs on purchase of the property.	150				150
<b>Support services</b> Allocation of support services time from financial services for this new property.			1,410		1,410
<b>Customer and client receipts - dwelling rents</b> First year's estimated rent income and furniture/equipment charge income from August onwards.		-1,740			-1,740
<b>Government grants - Flexible Homelessness Support Grant</b> Use of grant from DCLG to fund some of the enabling costs in-year.		-3,720			-3,720
<b>Total Alma Place Unit</b>	<b>6,830</b>	<b>-5,460</b>	<b>1,410</b>	<b>0</b>	<b>2,780</b>

**HEALTH AND HOUSING COMMITTEE**  
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	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>AWARM: Affordable Warmth</b>					
<i>Note - All 2017/18 spend on this cost centre is funded by grant income received from Lancashire County Council previously, which was set aside in the Government Housing Grants Reserve.</i>					
<b>Third party payments - other contract payments</b> Estimated in-year expenditure on energy efficiency/home safety checks and path clearance work.	600				600
<b>Transfer payments - grants to individuals</b> Estimated in-year fuel top up vouchers provided to eligible households.	200				200
<b>Total Affordable Warmth</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>800</b>
<b>CLAIR: Clean Air</b>					
<b>Supplies and services - consultants</b> Cost for additional Air Quality report re NOx levels.	290				290
<b>Support services</b> A net increase in expenditure following a re-assessment of costs to date and time allocations in the Chief Executive's department.			50		50
<b>Total Clean Air</b>	<b>290</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>340</b>
<b>CLAND: Contaminated Land</b>					
<b>Support services</b> A net decrease in expenditure following a re-assessment of costs to date and time allocations in Community Services.			-620		-620
<b>Total Contaminated Land</b>	<b>0</b>	<b>0</b>	<b>-620</b>	<b>0</b>	<b>-620</b>

**HEALTH AND HOUSING COMMITTEE**  
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<b>CLCEM: Clitheroe Cemetery</b>					
<b>Premises related expenses - emergency tree work</b> One-off costs in-year for work on dangerous trees.	1,150				1,150
<b>Premises related expenses - grounds maintenance</b> Reduced input estimated from the grounds maintenance team, based on updated hours input and costs to date.	-5,430				-5,430
<b>Premises related expenses - other</b> Minor increases in grounds maintenance oncosted wages, business rates, metered water and sewerage costs, set against reductions in electricity and insurance costs.	300				300
<b>Supplies and services - purchase of equipment and materials</b> Estimated increase in day-to-day purchases, due to additional grave shoring and matting equipment.	380				380
<b>Supplies and services - trees, seeds, shrubs, plants and flowers</b> Spend on trees for landscaping plus more purchases of trees to be sold on as commemorative trees in-year, due to a new area of land suitable for trees being cleared (reflected in increased commemorative trees income, see below).	1,580				1,580



**HEALTH AND HOUSING COMMITTEE**  
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<b>Support services</b> A net decrease in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's department and Financial Services.			-2,760		-2,760
<b>Customer and client receipts - rechargeable works</b> One-off income in-year from a health and safety review for another local cemetery.		-300			-300
<b>Customer and client receipts - interment fees</b> Estimated decrease in interments income in-year, based on interments income for the year to date and recent years' trends.		700			700
<b>Customer and client receipts - monuments</b> Estimated decrease in monuments rights income in-year, based on monuments rights income for the year to date and recent years' trends.		230			230
<b>Customer and client receipts - exclusive burial rights</b> Estimated increase in exclusive burial rights income in-year, based on exclusive burial rights income for the year to date and recent years' trends.		-1,730			-1,730
<b>Customer and client receipts - exclusive woodland burial rights</b> Estimated decrease in exclusive woodland burial rights income in-year, based on exclusive woodland burial rights income for the year to date and recent years' trends.		940			940

**HEALTH AND HOUSING COMMITTEE**  
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<b>Customer and client receipts - commemorative trees</b> More commemorative trees sold than originally budgeted for. This is due to a new area of land suitable for trees being cleared (reflected in increased trees and shrubs costs, see above).		-1,700			-1,700
<b>Total Clitheroe Cemetery</b>	<b>-2,020</b>	<b>-1,860</b>	<b>-2,760</b>	<b>0</b>	<b>-6,640</b>
<b>CLMKT: Clitheroe Market</b>					
<b>Employee related expenses - wages and insurance</b> Increased market cover staff costs in-year, based on the cover profile for the year to date, and a minor reduction in employee insurance costs	470				470
<b>Premises related expenses - repairs and maintenance</b> Less 2017/18 repairs work estimated by surveyors than originally budgeted for.	-3,120				-3,120
<b>Premises related expenses - other</b> Minor increases in business rates, metered water, sewerage, insurance and refuse collection costs, set against reductions in electricity costs.	830				830
<b>Supplies and services - publicity</b> Increased advertising, publicity and event related costs for the Christmas market and other specialist market events staged in 2017/18. These additional costs are covered by Special Events Fees income (see below).	2,100				2,100

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<b>Support services</b> A net increase in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main increases being in Community Services, Financial Services and Legal Services.			2,050		2,050
<b>Depreciation and impairment - depreciation</b> Minor increase in the depreciation charges based on the valuation of the market site and market cafe.				380	380
<b>Miscellaneous recharges - market office recharge to CCTV</b> Estimated minor reduction in the recharge to the CCTV cost centre budget for use of the market office.		120			120
<b>Customer and client receipts - cabins</b> Estimated increase in cabins income in-year, based on cabins occupancy levels and income for the year to date and recent years' trends.		-3,970			-3,970
<b>Customer and client receipts - stalls, pitches and other</b> Estimated decrease in stalls and pitches income in-year, based on stalls and pitches income for the year to date and recent years' trends.		670			670
<b>Customer and client receipts - special events fees</b> Increased income from the Christmas markets and other specialist market events staged in 2017/18.		-2,100			-2,100
<b>Total Clitheroe Market</b>	280	-5,280	2,050	380	-2,570

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<b>CMGHH: Community Groups - Health &amp; Housing</b>					
<i>Note - A new cost centre in 2017/18. This budget reflects the cost of the work that the Council's Partnerships and Regeneration teams do with community groups to enable them to work in partnership with other public sector agencies and common interest groups, gain access to grant funding streams and support vulnerable groups in the borough.</i>					
<b>Support services</b> Allocation of partnership officer and regeneration staff time costs and other costs from the Chief Executive's department, related to working with community groups.			39,570		39,570
<b>Total Community Groups - Health &amp; Housing</b>	0	0	39,570	0	39,570
<b>COMNL: Common Land</b>					
<b>Support services</b> A net increase in expenditure following a re-assessment of costs to date and time allocations in Legal Services.			50		50
<b>Total Common Land</b>	0	0	50	0	50
<b>CTBEN: Localised Council Tax Support Admin</b>					
<b>Supplies and services - non-recurring purchases</b> One-off purchase of IT licence keys relating to Local Council Tax Support system changes. This is funded by the Local Council Tax Support (LCTS) s31 New Burdens earmarked reserve.	2,800				2,800
<b>Supplies and services - other</b> Minor increases in equipment purchases and consultants costs, set against reductions in printing & stationery and mobile phone costs.	30				30

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	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Support services</b>                      A net decrease in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main decreases being in Financial Services and Revenue Services.</p>			-2,500		-2,500
<p><b>Council Tax Rebates</b>                      Following the introduction of LCTS, the Council is still required to make some payments of Council Tax benefit. This expenditure would previously have been fully reimbursed by central government Council Tax Rebate subsidy. However, it is now a cost that has to be borne by the Council. This is the estimated cost for 2017/18, based on payments in the year to date.</p>	520				520
<p><b>Overpayments of Council Tax Benefit income</b>                      Following the introduction of LCTS, previous years' overpayments of Council Tax Rebate benefit recovered by the Council in-year are now retained by the Council. This is the estimated amount to be retained in 2017/18, based on amounts recovered in the year to date.</p>		-14,680			-14,680
<b>Total Localised Council Tax Support Admin</b>	<b>3,350</b>	<b>-14,680</b>	<b>-2,500</b>	<b>0</b>	<b>-13,830</b>

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<b><i>DOGWD: Dog Warden &amp; Pest Control</i></b>					
<b>Premises related expenses - repairs and maintenance</b> One-off work to upgrade the Pest Control store to meet safety regulations.	2,240				2,240
<b>Premises related expenses - other</b> Minor increases in depot charges and grounds maintenance team charges, set against reductions in repairs oncosted wages costs.	790				790
<b>Transport related expenses - vehicle repairs and maintenance</b> Estimated additional maintenance expenditure on the dog warden and pest control vans in-year, based on costs for the year to date.	470				470
<b>Transport related expenses - other</b> Reduced diesel costs, mainly because of the part-time pest control officer post vacancy, and a minor reduction in vehicle insurance costs.	-710				-710
<b>Support services</b> A net decrease in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main decrease being in the Chief Executive's department, due to vacancies in-year.			-19,020		-19,020

**HEALTH AND HOUSING COMMITTEE**  
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<b>Customer and client receipts - rodent pest control, wasps nests treatment and missed appointments charges</b> Reduced income estimated for the year, based on reduced usage for the year, in the context of there being a part-time pest control officer vacancy.		3,170			3,170
<b>Customer and client receipts - dog fouling fixed penalty notices</b> Reduced income estimated for the year, based on penalty notices income received for the year to date.		170			170
<b>Other grants and contributions and miscellaneous recharges - other</b> Minor income reductions estimated for stray dog charges and Salthill depot pest control work, set against minor one-off internal recharges for pest control work in-year at other Council premises.		90			90
<b>Total Dog Warden &amp; Pest Control</b>	<b>2,790</b>	<b>3,430</b>	<b>-19,020</b>	<b>0</b>	<b>-12,800</b>
<b>ENVHT: Environmental Health</b>					
<b>Supplies and services - water samples</b> Estimated increase in water samples costs, based on the one-off additional cost of RADON risk assessment sample costs in-year, set against lower than estimated other water sample costs for the year.	800				800
<b>Supplies and services - other</b> Minor reduction in software maintenance costs, set against an increase in subscriptions costs.	-30				-30

**HEALTH AND HOUSING COMMITTEE**  
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<b>Support services</b> A net decrease in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main decrease being in the Chief Executive's department.			-1,060		-1,060
<b>Customer and client receipts - fixed penalty notices</b> Increased income estimated for the year, based on litter and waste offences fixed penalty notices income received for the year to date.		-1,400			-1,400
<b>Customer and client receipts - licences and registration fees</b> Increased income estimated for the year, based on licences and registration fees income received for the year to date.		-2,020			-2,020
<b>Customer and client receipts - food hygiene rating scheme rescore inspection</b> Additional income received from the new rescore inspection service made available to businesses in 2017/18.		-460			-460
<b>Customer and client receipts - private water samples</b> Reduced income estimated because no private water supply risk assessments were carried out in-year until the Council's approach to RADON risk in the new private water supply risk assessment regime was approved at Health and Housing Committee in October.		3,260			3,260



**HEALTH AND HOUSING COMMITTEE**  
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<b>Customer and client receipts - environmental protection registration fees</b> Estimated reduced income in-year from environmental permits issued, based on the permits issued for the year to date.		490			490
<b>Total Environmental Health</b>	<b>770</b>	<b>-130</b>	<b>-1,060</b>	<b>0</b>	<b>-420</b>
<b>HGBEN: Housing Benefits Administration</b>					
<b>Supplies and services - non-recurring purchases</b> Additional in-year spend on updating the benefits IT system for Local Authority data sharing, that is funded by additional DWP funding in-year (see below).	10,030				10,030
<b>Supplies and services - other</b> Minor reductions in printing & stationery, consultants, mobile phones and bank charges costs, set against a minor increase in equipment purchases.	-600				-600
<b>Support services</b> A net minor increase in expenditure following a re-assessment of costs to date and time allocations in support services areas.			240		240

**HEALTH AND HOUSING COMMITTEE**  
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<p><b>Transfer payments - rent allowance benefit payments</b>                      Estimated increase in amounts paid to claimants, based on the payments made to claimants for the year to date and amended for an estimate of the level of housing benefits overpayments that the Council will recover from claimants and non-cash transactions. Increased costs in-year are broadly reflected by increased subsidy grant income (see below).</p>	54,980				54,980
<p><b>Transfer payments - non-HRA rent rebate benefit payments</b>                      Estimated reduction in payments to claimants, based on rent rebate payments made for the year to date. Reduced costs in-year are broadly reflected by reduced subsidy grant income (see below).</p>	-8,010				-8,010
<p><b>Transfer payments - discretionary housing payments</b>                      Estimated additional discretionary housing payments the Council will pay to some claimants, based on the increase in grant funding from the DWP in-year (see below) to support discretionary housing payments.</p>	12,630				12,630
<p><b>Government grants - rent allowance subsidy</b>                      Estimated increase in rent allowance subsidy grant income to broadly cover the increased rent allowances paid out in-year, based on the payments made to claimants for the year to date (see above).</p>		-69,820			-69,820

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>Government grants - non-HRA rent rebate subsidy</b> Estimated reduction in rent rebate subsidy grant income which reflects the reduced rent rebates paid out in-year, based on the payments made for the year to date (see above).		9,890			9,890
<b>Government grants - discretionary housing payments grant</b> Additional grant income to broadly cover the estimated costs of additional discretionary housing payments made in-year (see above).		-12,890			-12,890
<b>Government grants - DWP LA Data Sharing IT costs funding</b> Additional DWP funding provided in-year to cover the costs of updating the benefits IT system for Local Authority data sharing (see above).		-10,030			-10,030
<b>Government grants - DWP Right Benefit Initiative grant</b> Additional DWP funding received in-year to support additional Council costs in carrying out real time data matching.		-5,000			-5,000
<b>Government grants - DWP discretionary housing payments administration funding</b> Additional DWP funding received in-year to reflect the additional burden on the Council of administering discretionary housing payments.		-3,590			-3,590

**HEALTH AND HOUSING COMMITTEE**  
**VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Government grants - DWP implementing the benefit cap funding</b>                      Additional DWP funding received in-year to reflect the additional burden on the Council of implementing the benefit cap.</p>		-2,410			-2,410
<p><b>Government grants - DWP other additional funding</b>                      Additional funding in-year from the DWP for various benefit changes and reforms the Council is required to implement, such as migrants access to grants, performance review programme participation, fraud investigation, real time data matching, pension AIP reform, ESA changes, limiting support to two children, reducing temporary absence outside the UK, bereavement support payments and removal of the spare room subsidy.</p>		-1,770			-1,770
<p><b>Government grants - DCLG Flexible Homelessness Support Grant</b>                      Estimate of Flexible Homelessness Support grant received in-year, which will be allocated to Housing Benefits to cover rent rebate subsidy not received from the DWP for rent paid on behalf of claimants in temporary accommodation which is above the Local Housing Allowance level.</p>		-9,750			-9,750
<b>Total Housing Benefits Administration</b>	<b>69,030</b>	<b>-105,370</b>	<b>240</b>	<b>0</b>	<b>-36,100</b>

HEALTH AND HOUSING COMMITTEE  
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>HOMEE: Home Energy Conservation</b>					
<b>Support services</b> A decrease in expenditure following a re-assessment of costs to date and time allocations in the Chief Executive's department.			-1,450		-1,450
<b>Total Home Energy Conservation</b>	0	0	-1,450	0	-1,450
<b>HOMES: Homelessness Strategy</b>					
<b>Supplies and services - non-recurring purchases</b> Non-recurring budget set up for any additional costs to the Council from preparation for the Homelessness Reduction Act, which comes into force on 1 April 2018. The budget is covered by New Burdens funding received from the DCLG (see below).	4,490				4,490
<b>Supplies and services - consultants</b> One-off expenditure on a review of homelessness case law to support housing's work on assessing homelessness cases.	630				630
<b>Third party payments - other contract payments</b> This is the transfer of home improvement agency and housing mental health service costs from the transfer payments budget (see below) to this third party payments budget, because these services are provided under a service agreement rather than being grant funded.	7,330				7,330

**HEALTH AND HOUSING COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Transfer payments - grants to other bodies</b>                      This is the transfer of home improvement agency and housing mental health service costs from this transfer payments budget to the third party payments budget (see above), because these services are provided under a service agreement rather than being grant funded.</p>	-7,410				-7,410
<p><b>Support services</b>                      A net decrease in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's department and Financial Services.</p>			-6,150		-6,150
<p><b>Government grants - DCLG Homelessness Reduction Act grant funding</b>                      Receipt of £4,490 of Homelessness Reduction Act New Burdens funding, to support any additional costs from preparation for the Act (see above).</p>		-4,490			-4,490
<p><b>Government grants - DCLG Preventing Homelessness grant</b>                      One-off receipt of Preventing Homelessness grant. There are currently no plans to spend this grant in 2017/18, so it will be set aside in the Government Housing Grants reserve at year-end, to support future expenditure in this area.</p>		-13,700			-13,700

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>Government grants - DCLG Flexible Homelessness Support Grant</b> Flexible Homelessness Support Grant received in-year and used to fund a review of homelessness case law, £630, plus £6,430 of Flexible Homelessness Support Grant received in-year that is estimated to be unspent at year end. The unspent grant will be set aside in the Government Housing Grants reserve at year-end, to support future expenditure in this area.		-7,060			-7,060
<b>Total Homelessness Strategy</b>	<b>5,040</b>	<b>-25,250</b>	<b>-6,150</b>	<b>0</b>	<b>-26,360</b>
<b>HSASS: Housing Associations</b>					
<b>Employee related expenses - salaries, national insurance and superannuation overtime</b> Additional Housing officer costs for housing work undertaken on behalf of Ribble Valley Homes. This is to be reimbursed by Ribble Valley Homes (see below).	3,910				3,910
<b>Supplies and services - promotional activities</b> The affordable housing external advertising budget is no longer required.	-510				-510
<b>Support services</b> A minor increase in expenditure following a re-assessment of costs to date and time allocations in the Chief Executive's department.			200		200

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>Other grants and contributions - rechargeable works income</b> Estimated income from Ribble Valley Homes to reimburse the costs of housing work undertaken on their behalf (see above).		-3,910			-3,910
<b>Total Housing Associations</b>	<b>3,400</b>	<b>-3,910</b>	<b>200</b>	<b>0</b>	<b>-310</b>
<b>HSTRA: Housing Strategy</b>					
<b>Supplies and services - postages</b> Housing needs postage surveys are no longer required.	-1,570				-1,570
<b>Support services</b> A net decrease in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's department and Financial Services.			-8,080		-8,080
<b>Total Housing Strategy</b>	<b>-1,570</b>	<b>0</b>	<b>-8,080</b>	<b>0</b>	<b>-9,650</b>
<b>IMPGR: Improvement Grants</b>					
<b>Support services</b> A net increase in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's department and Community Services. This reflects additional time spent on Disabled Facilities Grants by Housing officers and the Surveyors team.			12,280		12,280



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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Customer and client receipts - admin charge - Disabled Facilities Grants</b>                      An estimated increase in the value of Disabled Facilities Grants schemes expected to be completed in-year means an expected increase in admin charge income.</p>		-600			-600
<p><b>Customer and client receipts - admin charge - Improvement Grants</b>                      Fewer Landlord Tenant Grants schemes estimated to be completed in-year than originally planned for means an expected decrease in admin charge income.</p>		1,110			1,110
<p><b>Other income - Improvement grants</b>                      Repayment of a capital-related home improvement loan, which must be initially accounted for within the revenue budget but then set aside in capital reserves at year-end.</p>		-4,020			-4,020
<b>Total Improvement Grants</b>	0	-3,510	12,280	0	8,770
<b>JARMS: Joiners Arms</b>					
<p><b>Employee related expenses - salaries, national insurance, superannuation and overtime</b>                      The Joiners Arms scheme warden post duties and scale point were finalised after the original estimate budget was set. The actual costs of the role are less than the amount included in the original estimate plus the warden post will be vacant for an estimated period of two months from mid-December 2017.</p>	-6,950				-6,950

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>Employee related expenses - employee insurance</b> A budget is required for employee insurance, as one was not included at original estimate stage.	170				170
<b>Premises related expenses - repairs oncosted wages</b> Estimated staff cover costs for when the warden post is vacant for an estimated period of two months from mid-December 2017.	2,520				2,520

**HEALTH AND HOUSING COMMITTEE  
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2017/18**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Premises related expenses - repairs and maintenance</b></p> <p>There was a broad estimate budget set for the first year of the Council taking back management of the Joiners Arms. In practice, repairs costs have been much higher due to:</p> <ul style="list-style-type: none"> <li>- £14,500, one-off fire safety and extractor fan work to ensure fire regulations are complied with. A supplementary estimate budget was approved by Health and Housing Committee in October 2017 for this work.</li> <li>- £4,970, other additional first year repair work has been undertaken that was not anticipated at budget setting stage, such as new fire alarm installation, cutting off the gas supply, tarmac external areas, guttering and a high level of call out repairs.</li> <li>- £1,790, the previously separate alarm monitoring budget has been merged in with this repairs budget, as these items are managed together at all Council properties.</li> </ul> <p>Flexible Homelessness Support Grant income, £19,470, has been used to fund the additional fire safety and extractor fan work and the other additional first year repair work (see below).</p>	21,260				21,260
<p><b>Premises related expenses - alarm monitoring</b></p> <p>The alarm monitoring budget has been merged in with the repairs and maintenance budget (see above), as these items are managed together at all Council properties.</p>	-1,790				-1,790

**HEALTH AND HOUSING COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Premises related expenses - other</b>                      Minor increases in electricity, void period council tax payments, metered water and cleaning materials costs, set against reductions in gas, business rates, sewerage, window cleaning and premises insurance costs.</p>	180				180
<p><b>Transport related expenses - mileage allowances</b>                      This budget is no longer required, as the new warden post is based at the Joiners Arms.</p>	-150				-150
<p><b>Supplies and services - purchases and telephone lines</b>                      A broad estimate purchases budget was set for the first year of the Council taking back management of the Joiners Arms. In practice costs have been higher due to the inclusion of laundry contract costs taken over from Ribble Valley Homes, along with the purchase of new washers and dryers for when the laundry contract ends. In addition, there is a minor increase in estimated telephone costs.</p>	1,510				1,510
<p><b>Support services</b>                      An increase in expenditure following a re-assessment of costs to date and time allocations in Community Services and Financial Services, mainly reflecting additional input in areas such as managing rental income, repairs and call outs, arising from the Council taking back management of Joiners Arms.</p>			10,250		10,250

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Depreciation and impairment - depreciation</b>                      Minor increase in the depreciation charges based on the valuation of the property.</p>				370	370
<p><b>Customer and client receipts - dwelling rents</b>                      The service charges income budget of £11,700 has been transferred from the miscellaneous recharges budget (see below) to this customer and client receipts budget, because rent income and service charges are being accounted for together. In addition, an increase in rent income and service charges income of £2,550 is expected, based on levels of rent income and occupancy at Joiners Arms for the year to date.</p>		-14,250			-14,250
<p><b>Customer and client receipts - other</b>                      There is expected income of £730 from electric cards and £40 from non-refunded deposits that must now be budgeted for.</p>		-770			-770
<p><b>Miscellaneous recharges - service charges</b>                      The service charges income budget of £11,700 has been transferred from this miscellaneous recharges budget to the customer and client receipts budget (see above), because rent income and service charges are being accounted for together.</p>		11,700			11,700

**HEALTH AND HOUSING COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>Government grants - DCLG Flexible Homelessness Support Grant</b>                      Some of the Flexible Homelessness Support Grant received in-year has been used to fund the additional fire safety and extractor fan work and the other additional first year repair work in 2017/18 (see above).</p>		-19,470			-19,470
<p><b>Other grants and contributions - contributions &amp; donations</b>                      This is the Joiners Arms Sinking Fund reserve paid across by Ribble Valley Homes when the Council took over the running of Joiners Arms. It is to be used to pay for furniture and equipment purchases at Joiners Arms, when required. It will be set aside as the Joiners Arms Sinking Fund earmarked reserve at year-end.</p>		-12,600			-12,600
<b>Total Joiners Arms</b>	<b>16,750</b>	<b>-35,390</b>	<b>10,250</b>	<b>370</b>	<b>-8,020</b>
<b>SUPPE: Supporting People</b>					
<p><b>Third party payments - other contract payments</b>                      Estimated payments of £30,670 to Hyndburn and Ribble Valley (HARV) Domestic Violence team for the provision of the Domestic Violence Support Worker and Support Resources scheme between April 2017 and March 2018 and the Sanctuary Security scheme between November 2017 and March 2018. These additional services have been funded by grant received from Lancashire County Council in 2017/18 (see below).</p>	30,670				30,670

**HEALTH AND HOUSING COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>Support services</b> A net increase in expenditure following a re-assessment of costs to date and time allocations in support services areas, with the main increase being in the Chief Executive's department.			290		290
<b>Other grants and contributions - Domestic Abuse Agreement - LCC grant</b> Grant income from Lancashire County Council for the Domestic Violence Support Worker and Support Resources scheme (see above). Some funding relates to 2018/19 and will be set aside in the Government Housing Grants Reserve at year-end.		-42,880			-42,880
<b>Other grants and contributions - Sanctuary Domestic Violence grant - LCC</b> Grant income from Lancashire County Council for the Domestic Violence Sanctuary security scheme (see above). Some funding relates to 2018/19 and will be set aside in the Government Housing Grants Reserve at year-end.		-5,000			-5,000
<b>Total Supporting People</b>	<b>30,670</b>	<b>-47,880</b>	<b>290</b>	<b>0</b>	<b>-16,920</b>
<b>UCRED: Universal Credit</b>					
<b>Support services</b> A decrease in expenditure following a re-assessment of costs to date and time allocations in Revenues Services.			-2,220		-2,220

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<b>Government grants - DWP Universal Credit Service Income</b> 2017/18 income budget moved from this service income vatable code to the service funding non-vatable code (see below) because the income from DWP is now part of yearly funding allocations rather than being provided under a service agreement.		11,380			11,380
<b>Government grants - DWP Universal Credit Service funding</b> 2017/18 income budget moved from the service income vatable code (see above) to this service funding non-vatable code because the income from DWP is now part of yearly funding allocations rather than being provided under a service agreement.		-11,380			-11,380
<b>Total Universal Credit</b>	0	0	-2,220	0	-2,220
<b>Committee Movements - Subtotal</b>	136,410	-245,290	22,530	750	-85,600
<b>MOVEMENT IN EARMARKED RESERVES</b>					
<b>HGBAL/H330: Capital Reserve</b> Repayment of a capital-related home improvement loan received in-year, set aside to support future capital expenditure, +£4,020.		4,020			4,020



**HEALTH AND HOUSING COMMITTEE**  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>HGBAL/H339: Government Housing Grants Reserve</b>  Funds set aside from previous years will be released at year-end to cover 2017/18 spend, as follows:</p> <ul style="list-style-type: none"> <li>- DCLG Single Homelessness Initiative grant to fund Alma Place Unit enabling works, -£1,450.</li> <li>- Lancashire County Council Affordable Warmth grant to fund affordable warmth expenditure, -£800.</li> <li>- DCLG Prevention of Rough Sleeping grant to fund temporary accommodation to help single homeless people, -£200 (Note, -£130 was planned at original estimate stage).</li> </ul> <p>Funds are planned to be set aside at 2017/18 year-end to support relevant expenditure in future years, as follows:</p> <ul style="list-style-type: none"> <li>- Lancashire County Council Domestic Abuse Agreement grant re the Domestic Violence Support Worker and Support Resources scheme, +£14,290.</li> <li>- Lancashire County Council Sanctuary Domestic Violence grant re the Domestic Violence Sanctuary security scheme, +£2,920.</li> <li>- DCLG Flexible Homelessness Support grant unspent in 2017/18, +£6,430.</li> <li>- DCLG Preventing Homelessness Grant unspent in 2017/18, +£13,700.</li> </ul>	-2,320	37,340			35,020

**HEALTH AND HOUSING COMMITTEE  
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p><b>HGBAL/H337: Equipment Reserve</b> Funds set aside from previous years will be released at 2017/18 year-end to cover 2017/18 spend, as follows: - Purchase of IT licence keys relating to Local Council Tax Support scheme IT system changes, -£2,800. - Installation of dog control order signs, -£250.</p> <p>Funds are planned to be set aside at 2017/18 year-end to support relevant expenditure in future years, as follows: - The Joiners Arms Sinking Fund reserve monies received from Ribble Valley Homes, +£12,600.</p> <p>Funds are to be moved within the Equipment Reserve at 2017/18 year-end, as follows: - Merge all funds from the Clitheroe Cemetery Headstone Foundation beams reserve, -£3,640, and the Clitheroe Cemetery Ashes Plot Foundation beams reserve, -£770, into one reserve called the Clitheroe Cemetery Foundation beams reserve, +£4,410.</p>	-3,050	12,600			9,550
<b>Total Movement in Earmarked Reserves</b>	<b>-5,370</b>	<b>53,960</b>	<b>0</b>	<b>0</b>	<b>48,590</b>
<b>Total Committee Movements</b>	<b>131,040</b>	<b>-191,330</b>	<b>22,530</b>	<b>750</b>	<b>-37,010</b>

## ACTUAL TO DATE WITH ORIGINAL ESTIMATE AND PROPOSED REVISED ESTIMATE

Cost Centre	Description	Original Estimate to end of November	Actual and Commitments to end of November	Full Year Original Estimate	Proposed Revised Estimate
APLAC	Alma Place Unit	5,170	5,526	0	2,780
AWARM	Affordable Warmth	0	360	0	800
CLAIR	Clean Air	1,118	280	2,520	2,860
CLAND	Contaminated Land	0	0	8,990	8,370
CLCEM	Clitheroe Cemetery	15,320	10,513	59,950	53,310
CLMKT	Clitheroe Market	-92,064	-103,060	-46,220	-48,790
CMGHH	Community Groups - Health & Housing	0	0	0	39,570
COMNL	Common Land	442	42	2,360	2,410
CTBEN	Localised Council Tax Support Administration	-29,711	-31,515	108,970	95,140
DOGWD	Dog Warden & Pest Control	9,365	10,262	98,840	86,040
ENVHT	Environmental Health Services	-15,170	-18,032	293,490	293,070
HGBEN	Housing Benefits Administration	238,014	263,335	128,770	92,670
HOMEE	Home Energy Conservation	272	0	13,170	11,720
HOMES	Homelessness Strategy	-9,282	-26,992	85,720	59,360
HSASS	Housing Associations	342	-124	6,670	6,360
HSTRA	Housing Strategy	6,956	5,688	51,880	42,230
IMPGR	Improvement Grants	-4,312	-9,409	73,670	82,440
JARMS	Joiners Arms	20,155	-1,453	15,710	7,690
SHARE	Shared Ownership Rents	-1,230	-1,227	-1,230	-1,230
SUPPE	Supporting People	1,856	-21,442	11,880	-5,040
UCRED	Universal Credit	-11,380	-10,429	9,400	7,180
<b>Committee Subtotal</b>		<b>135,861</b>	<b>72,322</b>	<b>924,540</b>	<b>838,940</b>
<b>Earmarked Reserves</b>					
HGBAL/ H337	Equipment Reserve	0	9,550	0	9,550
HGBAL/ H339	Government Housing Grants Reserve	0	14,370	-130	34,890
HGBAL/ H330	Capital Reserve	0	4,017	0	4,020
<b>Subtotal Earmarked Reserves</b>		<b>0</b>	<b>27,937</b>	<b>-130</b>	<b>48,460</b>
<b>Committee Total after Transfers to / from Earmarked Reserves</b>		<b>135,861</b>	<b>100,259</b>	<b>924,410</b>	<b>887,400</b>