

**RIBBLE VALLEY BOROUGH COUNCIL**  
**REPORT TO HEALTH AND HOUSING COMMITTEE**

DECISION

Agenda Item No 8

meeting date: 24 JANUARY 2013  
title: ORIGINAL REVENUE ESTIMATE 2013/14  
submitted by: DIRECTOR OF RESOURCES  
principal author: AMY JOHNSON

**1 PURPOSE**

- 1.1 To agree the draft revenue budget for 2013/14, for consideration at Special Policy and Finance Committee.

**2 BACKGROUND**

- 2.1 The three year forecast to Policy and Finance Committee in September highlighted the uncertainty surrounding the level of Government funding that will be received by local authorities in 2013/14 and onwards, under the Business Rates Retention Scheme.
- 2.2 In July the Government began consultation on the detail of how the Business Rates Retention Scheme will work, including consultation on the baseline funding for each local authority. This on-going consultation made it extremely difficult to calculate future Government funding with any degree of accuracy.
- 2.3 The Government announced its Provisional Grant Settlement for 2013/14 and 2014/15 on December 19<sup>th</sup>. This was much later than in previous years and (at 3 Jan 2013) much of the detail is still not available.
- 2.4 The headline changes to our funding shows a reduction in our spending power of 1.3% with a further reduction of 3.2% the year after.
- 2.5 The Government's definition of spending power includes other income in addition to our Formula Grant e.g. New Homes Bonus, Council Tax Freeze Grant and shows the total funding being given to local authorities.
- 2.6 If however, we compare the 2012/13 Grant Settlement with the announcement of 2013/14 and 2014/15 on a like for like basis the cash reduction in our grant is £288,000 and a further £377,000. This is particularly disappointing when it had looked a few months ago as if rural authorities such as ourselves would have been treated more favourably in this settlement.
- 2.7 The Rural Services Network is campaigning vigorously to get the settlement changed. As far as the Council is concerned the position for 2013/14 is more manageable than the one for 2014/15 and whilst it is too early to give Committees any savings targets I would ask you to look closely at your estimates.
- 2.8 The Budget Working Group will be meeting over the coming weeks to examine our overall Budget position and will ultimately make recommendations to Special Policy and Finance on 12 February 2013.

**3 2013/14 DRAFT REVENUE BUDGET**

- 3.1 The original estimate that was approved in February 2012, and which is shown in the budget book, does not show the movements that were needed in the budget following the

service reviews. One of the main areas of impact for this has been the movement of staffing into the Contact Centre service, from other departmental cost centres.

- 3.2 To allow a better comparison of the budget to the original estimate within this report, the budget that was originally approved in March has been restated.
- 3.3 Overall the total net budget for the council has not changed, but at a committee level this has the impact of increasing or decreasing the budget levels on a number of service cost centres, which for this committee results in a net increase in budget.
- 3.4 The impact of this restatement has been summarised in the table below:

<b>Service Area</b>	<b>Original Estimate £</b>	<b>Restated Original Estimate £</b>
Benefits	103,810	103,410
Highway Services	6,820	6,820
Cemeteries & Crematoria	45,250	45,250
Environmental Health	386,550	386,550
Enabling Activities	18,710	18,710
Trading Services	-45,730	-43,730
Homelessness	47,040	47,040
Private Sector Housing	32,040	32,040
Home Energy Conservation Act	21,690	21,690
Other Council Property	-8,620	-8,620
Housing Strategy	63,510	63,510
<b>TOTAL</b>	<b>671,070</b>	<b>672,670</b>

#### 4 2013/14 DRAFT REVENUE BUDGET

- 4.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for a pay and prices increase of 2.5%. Any pay award for local government will be determined solely by the Local Government Employers Association, and is still being negotiated.
- 4.2 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2012/13 Original Estimate, to the proposed Original Estimate for 2013/14. Comments are also provided on the main variances.

## 5 COMMITTEE SERVICE ESTIMATES

### 5.1 COUNCIL TAX BENEFITS ADMINISTRATION

Service Description							CTBEN
<p><i>District councils have a statutory duty to administer claims for Council Tax benefit. This involves producing forms for the public to complete and then processing them on a bespoke computer system once evidence of all income and savings have been verified. We are also required to investigate suspected fraudulent claims</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies & Services	0			27,900			27,900
Transfer Payments	2,290,000			-2,290,000			0
Support Services	125,200				6,170		131,370
<b>Total Expenditure</b>	<b>2,415,200</b>			<b>-2,262,100</b>	<b>6,170</b>		<b>159,270</b>
Government Grants	-2,376,640			2,241,990			-134,650
<b>Total Income</b>	<b>-2,376,640</b>			<b>2,241,990</b>			<b>-134,650</b>
<b>NET</b>	<b>38,560</b>	<b>0</b>	<b>0</b>	<b>-20,110</b>	<b>6,170</b>	<b>0</b>	<b>24,620</b>
Comments							
<p>The scheme of Council Tax Benefit payments currently shows under this cost centre as the payment of benefit to recipients, which is then offset by government subsidy income to fully fund these payments.</p> <p>The payment of Council Tax Benefit will cease in 2013/14 and will be replaced by a system of Local Council Tax Support. The new scheme will appear as a discount against an individual's council tax, which will not now impact on this cost centre, but on the Collection Fund, where all Council Tax and National Non Domestic Rates transactions are accounted for.</p> <p>With the introduction of this new discount there is also a new funding mechanism. This Council previously received subsidy to fully fund council tax benefits, but in the future we will only receive a grant approx equivalent to 90% of the current estimated cost of Council Tax Benefit, leaving a 10% reduction to overall funding in line with Government savings targets. This funding is now included in the Council's overall formula grant funding and therefore no longer impacts on this cost centre.</p> <p>A number of measures have been brought in to fund the 10% reduction in Government funding of the new Council Tax Discount mechanism, including charging working age claimants 8.5% of the Council Tax rather than giving 100% benefit as was previously the case in many circumstances and utilising Council Tax on second homes.</p> <p>The Council will continue to receive New Burdens funding (£27,900 in 2013/14) to assist in the costs of delivering the new Council Tax Support Scheme.</p>							

## 5.2 HOUSING BENEFITS ADMINISTRATION

Service Description							HGBEN
<p><i>District councils have a statutory duty to administer claims for Housing benefit. This involves producing forms for the public to complete and then processing them on a bespoke computer system once evidence of all rental income and savings have been verified. We are also required to investigate suspected fraudulent claims.</i></p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Employee Related	2,570	60					2,630
Supplies and Services	37,780	930		-600	-540		37,570
Transfer Payments	6,818,000	130,000		300,630			7,248,630
Support Services	225,670				-770		224,900
<b>Total Expenditure</b>	<b>7,084,020</b>	<b>130,990</b>		<b>300,030</b>	<b>-1,310</b>		<b>7,513,730</b>
Government Grants	-7,019,170	-130,000		-241,010			-7,390,180
<b>Total Income</b>	<b>-7,019,170</b>	<b>-130,000</b>		<b>-241,010</b>			<b>-7,390,180</b>
<b>NET</b>	<b>64,850</b>	<b>990</b>	<b>0</b>	<b>59,020</b>	<b>-1,310</b>	<b>0</b>	<b>123,550</b>
Comments							
<p>Shown under Transfer Payments is a growth in benefit payments that has been forecast, based on the current experience, due to an increase in the number of claimants (£110,00). Additionally the effects of a scheme implemented in April 2011 which reduced the value of payments made to under 35 year olds has not yet taken effect due to the period of transitional protection offered (£260,000). The increase has been partially offset by the imminent implementation of a bedroom tax, where claimants will see a reduction if they have more bedrooms than needed for their household (£70,000). Government grant will be received to cover the anticipated increase in payments to claimants (£300,630). However, this will be partly offset (£59,620) by a reallocation of administration grant between the Council Tax Benefit service and the Housing Benefit service.</p>							

### 5.3 COMMON LAND

Service Description							COMNL
<p><i>The Council has a responsibility for the management of the common land at Salesbury and Copster Green, and an overseeing role regarding common land in general.</i></p>							
Link to Ambitions							
<p>To protect and enhance the existing environmental quality of our area</p>							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Premises Related	500	10					510
Supplies and Services	100						100
Support Services	6,220				-550		5,670
Total Expenditure	6,820	10			-550		6,280
NET	6,820	10	0	0	-550	0	6,280
Comments							
<p>This service is expected to continue at a similar level to the previous year..</p>							

## 5.4 CLITHEROE CEMETERY

Service Description							CLCEM
<p>The Council provides a high quality municipal cemetery service at Clitheroe Cemetery, primarily for the residents of Ribble Valley. This includes traditional burials and interment of ashes, woodland burial and also a remembrance arboretum.</p> <p>The Council is also responsible for several closed churchyards that have been entrusted to the Council within 12 months of their closure. These are St Bartholomew's at Chipping, St Mary Magdalene's and St James' at Clitheroe and a portion of St Mary's at Gisburn. This includes the grounds maintenance, upkeep of walls, fences, paths and the safety of headstones.</p>							
Link to Ambitions							
To protect and enhance the existing environmental quality of our area							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Premises Related	56,670	320		1,200	270		58,460
Supplies and Services	5,680	140					5,820
Support Services	25,850				170		26,020
Depreciation and Impairment	2,920					130	3,050
Total Expenditure	91,120	460		1,200	440	130	93,350
Other Grants and Contributions	-10						-10
Customer and Client Receipts	-45,860	-1,190					-47,050
NET	6,820	-1,190	0	0	-550	0	46,290
Comments							
A small change to the allocation of grounds maintenance work accounts for the variation to this service.							

## 5.5 GRANTS AND SUBSCRIPTIONS – HEALTH AND HOUSING COMMITTEE

Service Description							ENVGR
<p>The Council pays several subscriptions to maintain membership of a number of organisations, such as ROSPA and UK Council's Against Fluoridation. The small budget shown here is for those grants and subscriptions relating to this committee only.</p>							
Link to Ambitions							
To help make people's lives safer & healthier							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Transfer Payments	600	10					610
Support Services	1,870				2,240		4,110
Total Expenditure	2,470	10			2,240		4,720
NET	2,470	10	0	0	2,240	0	4,720
Comments							
There has been an increase in support service cost following a reassessment of time allocations.							

## 5.6 CLEAN AIR

Service Description							CLAIR
<p>The Council is required to undertake periodic screening and assessment of local air quality. To meet the requirements, the Council undertakes local air quality monitoring. The last assessment identified the need to undertake further localised monitoring of NOx on Whalley Road, Clitheroe associated with traffic congestion.</p>							
Link to Ambitions							
To help make people's lives safer & healthier							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies and Services	1,550	40					1,590
Support Services	30				-20		10
Total Expenditure	1,580	40			-20		1,600
NET	1,580	40	0	0	-20	0	1,600
Comments							
This service is expected to continue at a similar level to the previous year.							

## 5.7 DOG WARDEN AND PEST CONTROL

Service Description							DOGWD
<p><i>A dedicated pest control and dog warden service is provided in the Borough. The pest control service deals with the control and eradication of a range of public health pests in private residential and commercial premises and also the control and eradication of rodents within the public sewer system. The dog warden service deals with dog-related complaints, including stray dogs, dog fouling and noise arising from barking dogs.</i></p>							
Link to Ambitions							
To help make people's lives safer & healthier							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Premises Related	17,800			2,010			19,810
Transport Related	4,210	100					4,310
Supplies and Services	3,930	100					4,030
Third Party Payments	5,330	130					5,460
Support Services	70,500				1,750		72,250
Depreciation and Impairment	2,020					-2,020	0
<b>Total Expenditure</b>	<b>103,790</b>	<b>330</b>		<b>2,010</b>	<b>1,750</b>	<b>-2,020</b>	<b>105,860</b>
Other Grants and Contributions	-2,890	-70					-2,960
Customer and Client Receipts	-14,730	-370					-15,100
<b>Total Income</b>	<b>-17,620</b>	<b>-440</b>					<b>-18,060</b>
<b>NET</b>	<b>86,170</b>	<b>-110</b>	<b>0</b>	<b>2,010</b>	<b>1,750</b>	<b>-2,020</b>	<b>87,800</b>
Comments							
<p>Increase in costs are as a result of increased time allocations for grounds maintenance work on collection of dog waste and, an increased recharge from Chief Executives, which are offset as there are no capital charges due in 2013/14.</p>							

## 5.8 ENVIRONMENTAL HEALTH

Service Description							ENVHT
<p><i>These functions are principally regulatory and consist mainly of staff time spent on food control, health and safety work, nuisance complaint investigation, private water supply regulation, infectious diseases, Local Authority Pollution Prevention Control, air quality pollution problems, associated registration of premises and animal welfare licensing.</i></p>							
Link to Ambitions							
To help make people's lives safer & healthier							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies and Services	10,030	260	200	1,000			11,490
Support Services	293,370				15,040		308,410
Total Expenditure	303,400	260	200	1,000	15,040		319,900
Customer and Client Receipts	-17,790	-440		3,160			-15,070
Total Income	-17,790	-440		3,160			-15,070
NET	285,610	-180	200	4,160	15,040	0	304,830
Comments							
<p>The major increase in cost to this service is due to a review of the recharge from Chief Executives Department following last years restructure. Income has fallen as a result of the review of charges to petrol stations and the loss of three customers due to termination of processes and operation size (larger operations dealt with directly by Environmental Agency).</p>							

## 5.9 CONTAMINATED LAND

Service Description							CLAND
<p><i>The authority has a statutory duty under Part IIA of the Environmental Protection Act 1990 to produce a contaminated land strategy, setting out how it intends to identify and subsequently see remedied any land in its area that is considered to be contaminated.</i></p>							
Link to Ambitions							
To help make people's lives safer & healthier							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies and Services	300	10					310
Support Services	10,470				1,610		12,080
Total Expenditure	10,770	10			1,610		12,390
Customer and Client Receipts	-50						-50
Total Income	-50						-50
NET	10,720	10	0	0	1,610		12,340
Comments							
<p>The Council has a legal responsibility to develop and maintain a register of contaminated land sites across the Borough. The reallocation of time from Community Services reflects this.</p>							

## 5.10 HOUSING ASSOCIATIONS

Service Description							HSASS
<p><i>Enabling the delivery of affordable housing, working in partnership with Housing Associations to identify potential sites and support bids to assist delivery. Maintaining up to date housing needs surveys to ensure the correct tenure and type of housing is developed to meet housing need with appropriate Section 106 agreements to ensure they remain affordable.</i></p>							
Link to Ambitions							
<p>To match the supply of homes in our area with the identified housing needs.</p>							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Support Services	13,440				340		13,780
Total Expenditure	13,440				340		13,780
NET	13,440	0	0	0	340	0	13,780
Comments							
<p>This services is expected to continue at a similar level to the previous year.</p>							

## 5.11 HOUSING ADVANCES

Service Description							HSADV
<p><i>The council maintains a relatively small mortgage portfolio and this number is decreasing as mortgages are redeemed. Here are shown the software maintenance costs and support service costs associated with the administration of the Housing Advances.</i></p>							
Link to Ambitions							
<p>To match the supply of homes in our area with the identified housing needs.</p>							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies and Services	200	10					210
Support Services	930				30		960
Total Expenditure	1,130	10			30		1,170
Customer and Client Receipts	-220			110			-110
Total Income	-220			110			-110
NET	910	10	0	110	30	0	1,060
Comments							
<p>This service is expected to continue at a similar level to the previous year.</p>							

## 5.12 SUPPORTING PEOPLE

Service Description							SUPPE
<p><i>Supporting People is the funding stream which funds the support element of any supporting housing scheme. The service looks to ensure existing schemes continue to receive appropriate financial support and seeks to identify new areas of need and submit appropriate bids for new allocations.</i></p>							
Link to Ambitions							
<p>To match the supply of homes in our area with the identified housing needs.</p>							
Budget Analysis	3	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Employee Related	50						50
Third Party Payments	0						0
Support Services	4,310				-1,990		2,320
Total Expenditure	4,360				-1,990		2,370
Other Grants and Contributions	0						0
Total Income	0						0
NET	4,360	0	0	0	-1,990	0	2,370
Comments							
<p>Support service costs have fallen following a review of time allocations.</p>							

### 5.13 CLITHEROE MARKET

Service Description							CLMKT
<p>The market site was redeveloped in 1995 to provide a modern facility with adjacent car parking. General retail markets are held on three days per week (Tuesday, Thursday and Saturday) with a collectors market held on Friday. Cabins are rented to market traders under contract arrangements.</p>							
Link to Ambitions							
To protect and enhance the existing environmental quality of our area							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Employee Related	2,440	60		-100			2,400
Premises Related	41,670	1,030		0			37,460
Supplies and Services	4,940	80		-2,000			3,020
Support Services	30,930				2,630		33,560
Depreciation and Impairment	3,090						3,090
<b>Total Expenditure</b>	<b>83,070</b>	<b>1,170</b>		<b>-5,340</b>	<b>2,630</b>		<b>79,530</b>
Customer and Client Receipts	-119,380	-640					-120,020
Miscellaneous Recharges	-7,420			190			-7,230
<b>Total Income</b>	<b>-126,800</b>	<b>-640</b>		<b>190</b>			<b>-127,250</b>
<b>NET</b>	<b>-43,730</b>	<b>530</b>	<b>0</b>	<b>-7,150</b>	<b>2,630</b>	<b>0</b>	<b>-47,720</b>
Comments							
<p>The major change is a reduction in cost following the change in liable party for NNDR moving to cabin holders rather than the Council. An increase in support service costs is mainly as a result of an increased allocation of time from the Chief Executives Department.</p> <p>Members will recall that the cabin rents were frozen for two years (from 1 April 2012) following the changes to the liability for NNDR.</p>							

## 5.14 JOINERS ARMS HOMELESSNESS UNIT

Service Description							JARMS
<p>The Joiners Arms provides seven units of temporary accommodation; five of which are family units. The service oversees the allocation of the units and the ongoing engagement to ensure households do not remain in temporary accommodation for longer than the target length of stay of 7 weeks.</p>							
Link to Ambitions							
To match the supply of homes in our area with the identified housing needs.							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Premises Related	2,090	60					2,150
Supplies and Services	290	10					300
Third Party Payments	8,240	210					8,450
Support Services	20				970		990
Depreciation and Impairment	3,750						3,750
Total Expenditure	14,390	280			970		15,640
Customer and Client Receipts	0			-100			-100
Total Income	0			-100			-100
NET	14,390	280	0		970	0	15,540
Comments							
This service is expected to continue at a similar level to the previous year.							

## 5.15 HOMELESSNESS GENERAL

Service Description							HOMEG
<p>The Housing Needs Service provides advice and assistance to households that are facing homelessness. The advice is offered on an appointment basis available 9 until 5 Monday to Friday. It is often appropriate for home visits to be made to undertake the initial interview.</p>							
Link to Ambitions							
To match the supply of homes in our area with the identified housing needs.							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies and Services	450	10					460
Support Services	48,510				2,370		50,880
Total Expenditure	48,960	10			2,370		51,340
NET	48,960	10	0	0	2,370	0	51,340
Comments							
A reallocation of time from Chief Executive's Department of £6,000 caused by the increasing homelessness needs during the recession has been offset by reductions from Community Services and Financial Services of £4,600.							

## 5.16 HOMELESSNESS STRATEGY

Service Description							HOMES
<p><i>The service provides the homeless prevention work, which includes provision of the tenancy protection scheme, referrals to floating support and mediation. Also included is the strategic work of the section in the development of the Homelessness Strategy, maintaining Homeless Forum and achievements towards the action plan.</i></p>							
Link to Ambitions							
To match the supply of homes in our area with the identified housing needs.							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Third Party Payments	19,300	480					19,780
Support Services	14,440				-2,340		12,100
Total Expenditure	33,740	480			-2,340		31,880
Government Grants	-50,050			50,050			
Total Income	-50,050			50,050			
NET	-16,310	480	0	50,050	-2,340	0	31,880
Comments							
<p>In 2012/13 the Council received £50,050 of government grant towards homelessness. For 2013/14 this grant will be rolled into the main formula grant that the Council receive from the Government and therefore this income will no longer show directly under this service, resulting in the increased net cost.</p>							

## 5.17 ADMINISTRATION OF IMPROVEMENT GRANTS

Service Description							IMPGR
<p><i>The service administrates and oversees the delivery of the disabled facilities grant, landlord tenant grant and energy efficiency grants. All of these products enable homeowners and tenants to live in homes that meet the Decent Homes Standard and allow them to remain in their own home despite a decrease in mobility. Delivery of disabled facilities grants requires the greatest input from the service.</i></p>							
Link to Ambitions							
To match the supply of homes in our area with the identified housing needs.							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Support Services	40,040				3,640		43,680
Total Expenditure	40,040				3,640		43,680
Customer and Client Receipts	-8,000						-8,000
Total Income	-8,000						-8,000
NET	32,040	0	0	0	3,640	0	35,680
Comments							
<p>There has been an increase in support service charges following a review of time allocations.</p>							

## 5.18 HOME ENERGY CONSERVATION

Service Description							HOMEE
<p>The service provides energy efficiency advice to households as to how to improve the energy efficiency of their home and reduce CO2 emissions. Grant assistance is available for households on income related benefit to top up the Warm Front grant scheme. Village purchasing of oil is to be piloted to reduce the cost and number of deliveries made to rural communities.</p> <p>Working in partnership with installers and energy providers, households in the borough are able to receive discounts on energy saving measures to their home. The service aims to raise the profile of renewable energy sources and their benefits, particularly in new build developments.</p>							
Link to Ambitions							
To make people's lives safer and healthier.							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Supplies and Services	700	10					710
Support Services	20,990				3,190		24,180
Total Expenditure	21,690	10			3,190		24,890
NET	21,690	10	0	0	3,190	0	24,890
Comments							
The additional support costs are as a result of increased thermal imaging work associated with the warm homes initiative.							

## 5.19 NON-DWELLING RENTS

Service Description							GRAGE
<p>This budget represents income received from ground rents and garage rents</p>							
Link to Ambitions							
To be a well managed council providing efficient services based on identified customer needs							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Premises Related	1,930	50					1,980
Support Services	9,360				70		9,430
Total Expenditure	11,290	50			70		11,410
Customer and Client Receipts	-19,910	-490		2,200			-18,200
Total Income	-19,910	-490		2,200			-18,200
NET	-8,620	-440	0	2,200	70	0	-6,790
Comments							
The closure and demolition of Riddings Lane garages has reduced income by an estimated £2,200 this year.							

## 5.20 HOUSING STRATEGY

Service Description							HSTRA
<p><i>The Strategic Housing Service sets out its objectives in the 2011 – 2015 action plan. The key role is addressing the housing need in the borough through partnership working with Registered Providers and support providers. A housing forum is held twice a year to report on progress.</i></p>							
Link to Ambitions							
<p>To match the supply of homes in our area with the identified housing needs.</p>							
Budget Analysis	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
	£	£	£	£	£	£	£
Third Party Payments	5,050	130					5,180
Support Services	58,460				2,730		61,190
Total Expenditure	63,510	130			2,730		66,370
NET	63,510	130	0	0	2,730	0	66,370
Comments							
<p>An increase in the recharge from Chief Executive's Department reflecting the time allocated to the continuing response to housing needs during the recession is the principal cause of the increase in support service costs.</p>							

## 6 SUMMARIES

6.1 The draft budget is summarised in two ways. One over the cost of the service (objective) provided by the committee. The other is over the type of expenditure and income (subjective).

### a) *Cost of Services Provided (Objective)*

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
CTBEN	Council Tax Benefits Admin	38,560			-20,110	6,170		24,620
HGBEN	Housing Benefits Admin	64,850	990		59,020	-1,310		123,550
COMNL	Common Land	6,820	10			-550		6,280
CLCEM	Clitheroe Cemetery	45,250	-730		1,200	440	130	46,290
ENVGR	Grants & Subscriptions	2,470	10			2,240		4,720
CLAIR	Clean Air	1,580	40			-20		1,600
DOGWD	Dog Warden & Pest Control	86,170	-110		2,010	1,750	-2,020	87,800
ENVHT	Environmental Health	285,610	-180	200	4,160	15,040		304,830
CLAND	Contaminated Land	10,720	10			1,610		12,340
HSASS	Housing Associations	13,440				340		13,780
HSADV	Housing Advances	910	10		110	30		1,060
SUPPE	Supporting People	4,360			0	-1,990		2,370
CLMKT	Clitheroe Market	-43,730	530		-7,150	2,630		-47,720
JARMS	Joiners Arms	14,390	280		-100	970		15,540
HOMEG	Homelessness General	48,960	10		0	2,370		51,340
HOMES	Homelessness Strategy	-16,310	480		50,050	-2,340		31,880
IMPGR	Improvement Grants	32,040			0	3,640		35,680

Cost Centre	Service Name	BUDGET ANALYSIS						
		Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
HOMEE	Home Energy Conservation	21,690	10		0	3,190		24,890
GRAGE	Non-Dwelling Rents	-8,620	-440		2,200	70		-6,790
HSTRA	Housing Strategy	63,510	130		0	2,730		66,370
<b>NET COST OF SERVICES</b>		<i>672,670</i>	<i>1,050</i>	<i>200</i>	<i>91,390</i>	<i>37,010</i>	<i>-1,890</i>	<i>800,430</i>

ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES								
	DEFRA grant (Clean Air)				-480			-480
<b>NET COST OF SERVICES</b>		<i>672,670</i>	<i>1,050</i>	<i>200</i>	<i>90,910</i>	<i>37,010</i>	<i>-1,890</i>	<i>799,950</i>

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

	Original Estimate 2012/13	Inflation at 2.5%	Inflation above or below 2.5%	Unavoidable Changes to Service Cost	Support Services	Capital	Original Estimate 2013/14
Employee Costs	5,060	120	0	-100	0	0	5,080
Premises Costs	120,660	1,470	0	-2,030	270	0	120,370
Transport Costs	4,210	100	0	0	0	0	4,310
Supplies and Services	65,950	1,600	200	26,300	-540	0	93,510
Third Party	37,920	950	0	0	0	0	38,870
Transfer Payments	9,108,600	130,010	0	-1,989,370	0	0	7,249,240
Support Services	1,000,610	0	0	0	37,280	0	1,037,890
Depreciation & Impairment	11,780	0	0	-2,020	0	130	9,890
<b>TOTAL EXPENDITURE</b>	<b>10,354,790</b>	<b>134,250</b>	<b>200</b>	<b>-1,967,220</b>	<b>37,010</b>	<b>130</b>	<b>8,559,160</b>
Government Grants	-9,445,860	-130,000	0	2,292,040	-241,010	0	-7,524,830
Other Grants and Reimbursements	0	0	0	0	0	0	0
Customer & Client Receipts	-228,610	-3,200	0	5,360	0	0	-226,450
Interest	-230	0	0	110	0	0	-120
Miscellaneous Recharges	-7,420	0	0	90	0	0	-7,330
<b>TOTAL INCOME</b>	<b>-9,682,120</b>	<b>133,200</b>	<b>0</b>	<b>2,297,600</b>	<b>-241,010</b>	<b>0</b>	<b>-7,758,730</b>
<b>NET COST OF SERVICES</b>	<b>672,670</b>	<b>1,050</b>	<b>200</b>	<b>330,380</b>	<b>-204,000</b>	<b>130</b>	<b>800,430</b>

<b>ITEMS ADDED TO/(TAKEN FROM) BALANCES AND RESERVES</b>							
DEFRA grant (Clean Air)				-480			-480
<b>NET COST OF SERVICES</b>	<b>672,670</b>	<b>1,050</b>	<b>200</b>	<b>329,900</b>	<b>-204,000</b>	<b>130</b>	<b>799,950</b>

6.2. Net costs for this committee have increased by £127,280. The main reasons for this are summarised below:

- Supplies & services have increased by £27,560 due to commitments anticipated to be incurred following the localisation of council tax support (£27,900). New Burden funding has been received to cover these commitments (see government grants).
- Transfer payments have decreased by £1,859,360. This is because of the changes from Council Tax Benefit, to the Localisation of Council Tax Support, and the different mechanism to provide this. There is also an anticipated increase in rent allowance payments payable to housing benefit claimants (£430,630).
- Support services costs have increased by £37,280. Most of this is as a result of the reassessment of time charged by the Chief Executives Department (£26,630) and the full recharging out of the Contact Centre in line with CIPFA guidance.

- Government grants have reduced by £1,921,030. This is due to an increase in housing benefit grant (£430,630) to cover the aforementioned anticipated increase in payments to claimants (see transfer payments) and also the changes from the introduction of the Localisation of Council Tax Support (£2,310,000). The Homelessness grant income shown under this committee has also reduced by £50,050 as the grant has now been rolled in to the Council's overall formula grant.

## 7 FEES AND CHARGES

- 7.1 Fees and charges for this Committee were agreed in November 2012, and have been increased by 2½% 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 2013.

## 8 RECOMMENDED THAT COMMITTEE

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

SENIOR AUDITOR

DIRECTOR OF RESOURCES

HH2-13/AJ/AC

8 January 2013

BACKGROUND PAPERS: None

For further information please ask for Amy Johnson, extension 4498.