

RIBBLE VALLEY BOROUGH COUNCIL

REPORT TO COMMUNITY SERVICES COMMITTEE

Agenda Item No 7

meeting date: 9 JANUARY 2018
title: ORIGINAL REVENUE BUDGET 2018/19
submitted by: DIRECTOR OF RESOURCES
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1 PURPOSE

- 1.1 To agree the draft revenue budget for 2018/19, for consideration at Special Policy and Finance Committee.

2 BACKGROUND - COUNCIL'S OVERALL FINANCIAL POSITION

- 2.1 In September we updated the Council's four year Budget Forecast which predicted budget gaps as follows: £774k in 2018/19, £956k in 2019/20, £1,139k in 2020/21.
- 2.2 In October 2016 this Council submitted an Efficiency Plan to the Government in order to secure a multi year finance settlement. We were notified on 16 November 2016 that we are now formally on the multi-year settlement and can expect to receive the allocations published as part of the 2016/17 local government finance settlement in 2017/18, 2018/19 and 2019/20.
- 2.3 We are currently awaiting the announcement of the provisional Local Government Finance Settlement for 2018/19, but we anticipate that the figures provided previously in the multi-year settlement will be honoured. An update on this position will be provided at your meeting.

3 BUDGET WORKING GROUP

- 3.1 The Budget Working Group have been undertaking detailed reviews over the past few months of the various funding streams of the council. These have particularly focused on Business Rates, New Homes Bonus and Council Tax. This will be further reviewed now that the full details of the individual committee budgets have been calculated, and once the Local Government Finance Settlement has been announced.

4 BUDGET PROCESS

- 4.1 Presented to committee for decision in October were the proposed fees and charges for 2018/19. The consequential impact of these approved fees and charges have been incorporated in to the service budgets shown within this report.
- 4.2 Following a great deal of in-depth service analysis and meetings with regard to this committees budgets by the council's accountants, budget holders, heads of service and management team, a proposed draft budget is now presented to members. This budget is agreed as that which best reflects the services of this committee for the next financial year.

4.3 When all committees have approved their detailed estimates the overall position will be considered by Budget Working Group.

4.4 The Budget Working Group will then make recommendations in order to produce a balanced budget for consideration at the Special meeting of Policy and Finance Committee. The final budget report will then be presented to Full Council, at which point the Council Tax for 2018/19 will also be approved.

5 2018/19 DRAFT REVENUE BUDGET

5.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for pay and price increases at 2%.

5.2 Within this report the budget is shown in the same manner in which they are reviewed. Each costs centre within the report is shown individually. Behind each costs centre is a great deal more subjective level detailed budgets, but for the purposes of this report they are summarised in to the standard local government CIPFA Service Reporting Code of Practice basis.

- **Employee Related:** this group includes the cost of employees, both direct and indirect to the council.
- **Premises Related:** this group includes expenses directly related to the running of premises and land.
- **Transport Related:** this group includes all costs associated with the provision, hire or use of transport, including travelling allowances.
- **Supplies and Services:** this group includes all direct supplies and service expenses to the council.
- **Third Party Payments:** a third party payment is a payment to an external provider which is operating independently, in return for the provision of a service.
- **Transfer Payments:** this includes the cost of payments to individuals for which no goods or services are received in return by the local authority. A key item here would be the payment of housing benefits.
- **Support Services:** charges for services that support the provision of services to the public. At this council the main support service cost is the support from staff based at the council offices building and the building's associated cost.
- **Depreciation and Impairment:** this is the revenue impact of capital items shown in the service revenue accounts of the council.
- **Income:** this includes income from fees and charges, grants, donations and contributions. Also shown here is the associated 'income' to a support service from the redistribution of its costs to those providing services to the public

5.3 As you will see, the draft proposed budget for 2018/19 for each service area is also built up looking at a number of stages. The starting point is the base budget, being the Original Estimate for the current financial year. A summary of the various elements is given below.

- **Original Estimate 2017/18:** This represents the base budget for the council and assumes no change in service level from that set for the previous year's original estimate.
- **Savings:** Here any savings or additional income that is identified from past service experience or trends would be brought in to the budget to adjust the base budget.
- **Inflation at 2%:** The budget forecast allows for inflation on pay and prices at 2% (with some exceptions such as grants). This is where that general allowance for inflation is brought in to the individual budget areas.
- **Variation to Standard Budgeted Inflation %:** Inevitably, as we undertake detailed work on the budget it becomes evident that there are some items of income or spend that experience a greater or lower level of inflation. This is where we adjusted for those differing levels of inflation. An example is energy costs.
- **Unavoidable Changes to Service Costs:** This relates to changes to a service, for example where costs are demand driven. In past years items included under the new 'Savings' heading were also included here.
- **Support Services:** Any changes that relate to the recharging of support service costs are included in this column.
- **Capital:** Any changes relating to depreciation and impairment are included in this column
- **DRAFT Original Estimate 2018/19:** The final column is the total of all preceding columns and is constructed from the base budget and any necessary changes to the base that are needed. If approved this will then form the base budget in next year's budget process.

5.4 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2017/18 Original Estimate, to the DRAFT Original Estimate for 2018/19. Comments are also provided on the main variances.

6 COMMITTEE SERVICE ESTIMATES

6.1 **Cost Centre and Description** ARTDV: Art Development

The arts development budget is used to develop cultural activity across the borough and is used to match fund larger projects in partnerships. This budget enables Ribble Valley to participate in county and regional schemes.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	13,890		280		-140			14,030
Transport Related Expenditure	160		0					160
Supplies & Services	5,060		100		1,930			7,090
Transfer Payments	4,830		100		-1,930			3,000
Support Services	8,970		170			540		9,680
Total Expenditure	32,910	0	650	0	-140	540	0	33,960
Net Expenditure	32,910	0	650	0	-140	540	0	33,960

ARTDV: Art Development

Commentary on Substantial Budget Changes

Supplies & Services

Part of the budget for Promotional Activities (£1,930 shown under Supplies and Services) has been moved to a separate 'Grants' code. Grants are shown under Transfer Payments and hence the movement shown above. The budget that has been moved is to fund the Arts Development Grants which are brought to this committee for approval during the year.

6.2 **Cost Centre and Description** BUSSH: Bus Shelters

The Council maintains 85 bus shelters throughout the borough with a view to encouraging the use of the public transport system. The budget does not allow for new or replacement shelters, only basic maintenance of the existing stock.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	7,600		150					7,750
Supplies & Services	3,050		60					3,110
Support Services	7,990		160			70		8,220
Total Expenditure	18,640	0	370	0	0	70	0	19,080
Net Expenditure	18,640	0	370	0	0	70	0	19,080

6.3 **Cost Centre and Description** CARVN: Caravan Site

The Caravan and Camping Club manage the caravan site on a 25-year fully repairing lease (fixed term ends 31 March 2028, however the lease will continue unless either party brings it to an end). The Council receives a guaranteed minimum income from the operator annually and has a consultative role to play in its overall running.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Customer & Client Receipts	-8,130	-10	-160					-8,300
Total Income	-8,130	-10	-160	0	0	0	0	-8,300

6.4 **Cost Centre and Description** CCTEL: Closed Circuit Television

The Council manages and maintains 32 cameras within the Clitheroe, Longridge and Whalley Town Centre CCTV system.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	7,800		160		50			8,010
Supplies & Services	14,970		310					15,280
Third Party Payments	87,900		1,760		6,640			96,300
Support Services	29,810		600			1,290		31,700
Depreciation and Impairment	4,310		90	-90				4,310
Total Expenditure	144,790	0	2,920	-90	6,690	1,290	0	155,600
Departmental Recharges	-23,740		-470		-1,300			-25,510
Total Income	-23,740	0	-470	0	-1,300	0	0	-25,510
Net Expenditure	121,050	0	2,450	-90	5,390	1,290	0	130,090

CCTEL: Closed Circuit Television

Commentary on Substantial Budget Changes

Third Party Payments

A new 2 year contract (with the option to extend for a further 2 years) for the provision of CCTV monitoring commenced 1st December 2016 following a tender exercise. This resulted in an increase to the annual cost of the service.

Support Services

Increased recharge from Community Services due to a reassessment of time spent on CCTV services.

Departmental Recharges

Increased estimated expenditure within the Clitheroe Market service area has resulted in an increased recharge from the market for the use of the CCTV office.

6.5 **Cost Centre and Description** COMMD: Community Services Department

All costs are recharged to services based upon records of time spent on those services by individual members of staff. The following is an analysis of the department's budget.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	1,151,780	-150	23,020		-8,390			1,166,260
Premises Related Expenditure	1,050	-170	20		-750			150
Transport Related Expenditure	30,280		600		820			31,700
Supplies & Services	37,270	-480	730	10	180			37,710
Support Services	298,870		5,970			-830		304,010
Total Expenditure	1,519,250	-800	30,340	10	-8,140	-830	0	1,539,830
Customer & Client Receipts	-630		-10					-640
Departmental Recharges	-1,518,620		-30,380	80		9,730		-1,539,190
Total Income	-1,519,250	0	-30,390	80	0	9,730	0	-1,539,830
Net Expenditure	0	-800	-50	90	-8,140	8,900	0	0

COMMD: Community Services Department

Commentary on Substantial Budget Changes

Employee Related Expenditure

Reduced salary costs, mainly due to a reduction in the superannuation lump sum payment. This is because payment is now made up front annually rather than monthly as previously resulting in a reduction in payment due.

Departmental Recharges

Reduced recharges to other departments due to a reduction in estimated expenditure within Community Services Department, as detailed above.

6.6 **Cost Centre and Description** CPADM: Car Parks

The Council maintains numerous public car parks throughout the borough of which 17 are chargeable. Car parking charges are operated in Longridge, Clitheroe, Slaidburn, Ribchester, Sabden and Chipping.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	49,190		990	-820	-190			49,170
Premises Related Expenditure	105,540	-2,910	2,010	-30	520			105,130
Transport Related Expenditure	6,940		140	-140				6,940
Supplies & Services	21,870		430	60	3,160			25,520
Third Party Payments	4,750		100					4,850
Support Services	243,670	-4,230	4,780	-870	1,300	14,000		258,650
Depreciation and Impairment	6,950		140	-140			5,450	12,400
Total Expenditure	438,910	-7,140	8,590	-1,940	4,790	14,000	5,450	462,660
Customer & Client Receipts	-395,060		-7,900		-42,270			-445,230
Miscellaneous Recharges	-168,140		-3,350	80		-9,150		-180,560
Total Income	-563,200	0	-11,250	80	-42,270	-9,150	0	-625,790
Net Expenditure	-124,290	-7,140	-2,660	-1,860	-37,480	4,850	5,450	-163,130

CPADM: Car Parks

Commentary on Substantial Budget Changes

Premises Related Expenditure

Responsibility for Downham Car Park has been passed back to the Downham Estate which has resulted in a reduction in premises related expenditure.

Supplies and Services

Credit card fees payable on 'pay by card'. This is offset by income received.

Support Services

Expenditure coded to Car Parks Administration is recharged to each individual car park. These recharges are shown within Support Services. The opposite entry showing the recharges coming in to Car Parks Administration are shown within Miscellaneous Recharges.

Customer & Client Receipts

A proposed increase to car park fees and charges has resulted in an increase in estimated income to be generated.

Capital

An upgrade to the payments system has resulted in an increase in capital charges.

6.7 **Cost Centre and Description** CPVEH: Car Parks Vehicles

We have two vehicles used for monitoring the council's car parks. The cost of these vehicles is recharged to Car Parks Budget in section 6.6

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transport Related Expenditure	6,940		130	-70	-60			6,940
Total Expenditure	6,940	0	130	-70	-60	0	0	6,940
Miscellaneous Recharges	-6,940		-130		130			-6,940
Total Income	-6,940	0	-130	0	130	0	0	-6,940
Net Expenditure	0	0	0	-70	70	0	0	0

6.8 **Cost Centre and Description** CRIME: Crime and Disorder

This covers the Borough Council's contribution to the work of the Ribble Valley Community Safety Partnership, includes officer support, promotional activities and financial support of police community support officers.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	19,320		390					19,710
Transfer Payments	22,780		460	-460	-780			22,000
Support Services	9,920		190			1,240		11,350
Total Expenditure	52,020	0	1,040	-460	-780	1,240	0	53,060
Net Expenditure	52,020	0	1,040	-460	-780	1,240	0	53,060
Associated Movement in Earmarked Reserves	-13,520		-270		10			-13,780
Net After Earmarked Reserves	38,500	0	770	-460	-770	1,240	0	39,280

CRIME: Crime and Disorder

Commentary on Substantial Budget Changes

Support Services

Increased recharge from Chief Executives Department due to a reassessment of time allocations.

Associated Movement in Earmarked Reserves

Expenditure on promotional activities to be funded by monies previously set aside in an earmarked reserve.

6.9 **Cost Centre and Description** CULTG: Culture Grants

Grant aid is given to assist talented young persons with the costs associated with their particular cultural activity.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transfer Payments	4,200		80					4,280
Support Services	2,700		60	-30		-1,120		1,610
Total Expenditure	6,900	0	140	-30	0	-1,120	0	5,890
Net Expenditure	6,900	0	140	-30	0	-1,120	0	5,890

6.10 **Cost Centre and Description** CULVT: Culverts & Water Courses

Responsibility arising out of the Floods and Water Management Act 2010 to 'liaise and cooperate' with the lead Local Flood Authority (Lancashire County Council) for the area.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	3,000		60					3,060
Supplies & Services	5,580		110					5,690
Support Services	8,680		170			150		9,000
Total Expenditure	17,260	0	340	0	0	150	0	17,750
Net Expenditure	17,260	0	340	0	0	150	0	17,750

6.11 **Cost Centre and Description** DRAIN: Private Drains

The Council provides a service to clear private blocked drains and a charge is made for this service. The charges contribute towards the direct costs of staff carrying out the clearance and the management and administration of the process.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	1,120		20					1,140
Supplies & Services	170		0					170
Support Services	1,580		30			0		1,610
Total Expenditure	2,870	0	50	0	0	0	0	2,920
Customer & Client Receipts	-1,500		-30		-210			-1,740
Total Income	-1,500	0	-30	0	-210	0	0	-1,740
Net Expenditure	1,370	0	20	0	-210	0	0	1,180

6.12 **Cost Centre and Description** EALLW: Edisford All Weather Pitch

This is a high quality facility for which there is great demand in terms of tennis and football training during the evenings. The introduction of netball to the programme is evidence of its multi-use potential. A new 3G Artificial Pitch was installed in 2015.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	7,600		150	60	90			7,900
Supplies & Services	770		10					780
Support Services	15,300		310			630		16,240
Depreciation and Impairment	26,030		520	-520			4,120	30,150
Total Expenditure	49,700	0	990	-460	90	630	4,120	55,070
Customer & Client Receipts	-30,680		-600		510			-30,770
Total Income	-30,680	0	-600	0	510	0	0	-30,770
Net Expenditure	19,020	0	390	-460	600	630	4,120	24,300

EALLW: Edisford All Weather Pitch

Commentary on Substantial Budget Changes

Capital

The value of the capital assets was reviewed in March 2017 resulting in an increased depreciation charge.

6.13 **Cost Centre and Description** EDPIC: Edisford Picnic Area

This budget head relates to the maintenance of the Edisford picnic area, income from the mobile catering units and also fees received from our share of the model railway income.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	1,890		40		1,670			3,600
Support Services	820		20			10		850
Total Expenditure	2,710	0	60	0	1,670	10	0	4,450
Customer & Client Receipts	-13,090		-260	240	180			-12,930
Total Income	-13,090	0	-260	240	180	0	0	-12,930
Net Expenditure	-10,380	0	-200	240	1,850	10	0	-8,480

EDPIC: Edisford Picnic Area

Commentary on Substantial Budget Changes

Premises Related Expenditure

An increase in the estimated grounds maintenance recharge has resulted in an increase in estimated premises expenditure.

6.14 **Cost Centre and Description** EVEHA: Works Administration Vehicles

We have a range of vehicles in order to help staff carry out a range of maintenance and repair works for the council. The cost of these vehicles is mainly recharged to Works Administration at section 6.46.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transport Related Expenditure	26,850		490	0	-1,810			25,530
Depreciation and Impairment	0		0				6,350	6,350
Total Expenditure	26,850	0	490	0	-1,810	0	6,350	31,880
Miscellaneous Recharges	-26,850		-530	0	1,850		-6,350	-31,880
Total Income	-26,850	0	-530	0	1,850	0	-6,350	-31,880
Net Expenditure	0	0	-40	0	40	0	0	0

EVEHA: Works Administration Vehicles

Commentary on Substantial Budget Changes

Transport Related Expenditure

A review of diesel usage and prices has resulted in a decrease in transport related expenditure.

Depreciation and Impairment

Purchase of a new works vehicle as part of the 2017/18 Capital Programme has resulted in an increase in depreciation charges.

Miscellaneous Recharges

The cost of vehicles to be recharged to works administration has increased due to an increase in depreciation charges, offset in part by a decrease in estimated diesel costs.

6.15 **Cost Centre and Description** EXREF: Exercise Referral Scheme

Exercise referral was previously funded by LCC. However, this has now been replaced by the Up and Active contract. Exercise referral now covers activities such as tai chi and working in community facilities around the borough as either stand alone classes or with local groups to help provide opportunities for people who may not be eligible for help under the new Up and Active contract.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	46,020		920		-860			46,080
Premises Related Expenditure	5,270		110					5,380
Transport Related Expenditure	380		10		320			710
Supplies & Services	1,740		30					1,770
Support Services	7,400		150			3,900		11,450
Total Expenditure	60,810	0	1,220	0	-540	3,900	0	65,390
Customer & Client Receipts	-4,890		-100					-4,990
Miscellaneous Recharges	-28,950		-580					-29,530
Total Income	-33,840	0	-680	0	0	0	0	-34,520
Net Expenditure	26,970	0	540	0	-540	3,900	0	30,870

EXREF: Exercise Referral Scheme

Commentary on Substantial Budget Changes

Support Services

Increased support services recharges, in particular from Community Services, Financial Services and Organisation and Member Development Services due to a reassessment of time allocations.

6.16 **Cost Centre and Description** GMVEH: Grounds Maintenance Vehicles

We have a range of vehicles, mowers and plant in order to help staff maintain the council's parks, play areas, sports pitches and other public open spaces. The cost of these vehicles is recharged to the Grounds Maintenance Budget 6.25.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transport Related Expenditure	80,980		1,540	-60	560			83,020
Depreciation and Impairment	29,810		600	-600			9,780	39,590
Total Expenditure	110,790	0	2,140	-660	560	0	9,780	122,610
Miscellaneous Recharges	-110,790		-2,220	600	-420		-9,780	-122,610
Total Income	-110,790	0	-2,220	600	-420	0	-9,780	-122,610
Net Expenditure	0	0	-80	-60	140	0	0	0

GMVEH: Grounds Maintenance Vehicles

Commentary on Substantial Budget Changes

Depreciation and Impairment

Increase in depreciation charge due to the purchase of a new ride on mower and 2 x scag mowers as approved in the 20117/18 Capital Programme.

Miscellaneous Recharges

Increased recharge to Grounds Maintenance (PKADM) to reflect the increased depreciation charge.

6.17 **Cost Centre and Description** GRSRC: Grants & Subscriptions - Community

This committee supports a number of organisations that demonstrate the furtherance of committee's objectives by way of direct grant aid or by subscribing to such organisations.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	300		10					310
Support Services	2,390		50	-20		-190		2,230
Total Expenditure	2,690	0	60	-20	0	-190	0	2,540
Net Expenditure	2,690	0	60	-20	0	-190	0	2,540

6.18 **Cost Centre and Description** HWREP: Highway Repairs

From time to time, depending on circumstances and where it is in the public interest, minor emergency repair works are carried out on unadopted streets and footpaths.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	550		10					560
Support Services	24,180		480			350		25,010
Depreciation and Impairment	930		20	-20				930
Total Expenditure	25,660	0	510	-20	0	350	0	26,500
Net Expenditure	25,660	0	510	-20	0	350	0	26,500

6.19 **Cost Centre and Description** LDEPO: Longridge Depot

The council retains a small operational base at a depot in Longridge, primarily in relation to our grounds maintenance services carried out in the western fringe of the borough.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	7,740		150		-120			7,770
Supplies & Services	130		0					130
Support Services	1,010		20			-240		790
Depreciation and Impairment	2,400		50	-50			130	2,530
Total Expenditure	11,280	0	220	-50	-120	-240	130	11,220
Miscellaneous Recharges	-11,280		-230		290			-11,220
Total Income	-11,280	0	-230	0	290	0	0	-11,220
Net Expenditure	0	0	-10	-50	170	-240	130	0

6.20 **Cost Centre and Description** LITTR: Litter Bins

Litter bins are provided throughout the area and are emptied by the refuse collection service and the street cleansing operatives. The Council has a duty to keep the streets and land open to the public free of litter and refuse, and the provision of litter bins aids that process. The budget allows the existing stock to be maintained but with little scope for expansion.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	3,440		70					3,510
Supplies & Services	4,060		80					4,140
Support Services	14,220		280			-3,150		11,350
Total Expenditure	21,720	0	430	0	0	-3,150	0	19,000
Net Expenditure	21,720	0	430	0	0	-3,150	0	19,000

LITTR: Litter Bins

Commentary on Substantial Budget Changes

Support Services

Reduced recharge from Community Services due to a reassessment of time allocations.

6.21 **Cost Centre and Description** MCAFE: Museum Cafe

The Museum Café is operated by a contractor, who pays the Council an annual fee and a share of the turnover. The café forms part of the overall heritage offer at Clitheroe Castle Museum. The current contract commenced 1 April 2016.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	6,840		140		-120			6,860
Supplies & Services	210		0					210
Support Services	5,670		120			860		6,650
Depreciation and Impairment	15,140		300	-300			2,220	17,360
Total Expenditure	27,860	0	560	-300	-120	860	2,220	31,080
Customer & Client Receipts	-8,720		-170		-2,750			-11,640
Total Income	-8,720	0	-170	0	-2,750	0	0	-11,640
Net Expenditure	19,140	0	390	-300	-2,870	860	2,220	19,440

MCAFE: Museum Cafe

Commentary on Substantial Budget Changes

Depreciation and Impairment

The value of the asset was reviewed in March 2017 resulting in an increased depreciation charge.

Customer & Client Receipts

An increase in estimated income based upon the level of turnover being generated by the current contractor. This in turn results in an increase in the share payable to the council.

6.22 **Cost Centre and Description** MUSEM: Castle Museum

The Castle Museum is operated on behalf of the Council by Lancashire Museums Service, and is the Borough's prime heritage attraction.

Row Labels	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	77,540		1,560		-6,740			72,360
Supplies & Services	1,430		30					1,460
Third Party Payments	142,770		2,860	-2,860	-2,940			139,830
Support Services	20,620		410			-1,200		19,830
Depreciation and Impairment	72,380		1,450	-1,450			17,780	90,160
Total Expenditure	314,740	0	6,310	-4,310	-9,680	-1,200	17,780	323,640
Customer & Client Receipts	-46,300		-920					-47,220
Miscellaneous Recharges	-5,990		-120		250			-5,860
Total Income	-52,290	0	-1,040	0	250	0	0	-53,080
Net Expenditure	262,450	0	5,270	-4,310	-9,430	-1,200	17,780	270,560

MUSEM: Castle Museum

Commentary on Substantial Budget Changes

Premises Related Expenditure

Decrease in estimated electricity costs along with a reduction in estimated NNDR costs. Although the museum has been revalued resulting in a higher NNDR cost, transitional relief has been applied which phases in the increased cost gradually over a number of years.

Third Party Payments

The council pays Curatorial Fees to LCC for the operation of the museum. The budget for these fees has been reduced based upon previous years charges.

Support Services

A reduced recharge from Community Services due to a reassessment of time allocations.

Depreciation and Impairment

An increased depreciation charge due to the repair/replacement of the windows being carried out as part of the 2017/18 Capital Programme.

6.23 **Cost Centre and Description** PAPER: Waste Paper and Card Collection

The Council's waste paper collection service provides households with the collection of all clean paper and cardboard.

Row Labels	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	99,200		1,990		-3,750			97,440
Transport Related Expenditure	102,640		2,050		-310			104,380
Supplies & Services	109,870		2,200		-110,940			1,130
Support Services	27,960		550			270		28,780
Depreciation and Impairment	4,800		100	-100			-4,800	0
Total Expenditure	344,470	0	6,890	-100	-115,000	270	-4,800	231,730
Other Grants and Contributions	-105,320		-2,110	2,110	105,320			0
Customer & Client Receipts	-108,760		-2,180	2,180	61,160			-47,600
Total Income	-214,080	0	-4,290	4,290	166,480	0	0	-47,600
Net Expenditure	130,390	0	2,600	4,190	51,480	270	-4,800	184,130

PAPER: Waste Paper and Card Collection
Commentary on Substantial Budget Changes

Employee Related Expenditure

Reduction in estimated expenditure due to one employee falling below the National Insurance Threshold due to their age. Also staff turnover has resulted in one employee starting on a lower increment than their predecessor.

Supplies and Services

The council currently passes all income received from the sale of paper over to LCC under the cost sharing agreement. However, it is anticipated that following the end of cost sharing (March 2018) the council will retain all income received from the sale of paper. This has resulted in a reduction in estimated expenditure within supplies and services as the current payment to LCC of income received falls under this category.

Depreciation and Impairment

Depreciation of the waste paper vehicles is now charged directly to the vehicles resulting in no depreciation being charged directly to this cost centre.

Other Grants and Contributions

Under the cost sharing agreement the council received income from LCC which was apportioned over waste paper and refuse collection. Following the end of cost sharing in March 2018 it is estimated that this income will no longer be received resulting in a decrease in income received.

Customer and Client Receipts

Fluctuating market prices for the sale of paper has resulted in a reduction in estimated income.

6.24 **Cost Centre and Description** PCADM: Public Conveniences

Provision and support of 16 Public Toilets within the borough. The Ribble Valley community toilet scheme operates alongside the council's direct provision of public toilets, to which approximately 40 venues partake.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	260	-20	0					240
Premises Related Expenditure	49,160		930	260	2,180			52,530
Supplies & Services	2,740		50					2,790
Support Services	125,310		2,530			-42,210		85,630
Depreciation and Impairment	0		0				45,680	45,680
Total Expenditure	177,470	-20	3,510	260	2,180	-42,210	45,680	186,870
Other Grants and Contributions	-40		0		10			-30
Total Income	-40	0	0	0	10	0	0	-30
Net Expenditure	177,430	-20	3,510	260	2,190	-42,210	45,680	186,840

PCADM: Public Conveniences

Commentary on Substantial Budget Changes

Premises Related Expenditure

A reassessment of repair demands has resulted in an increase in premises related expenditure.

Support Services

Depreciation for all the toilet sites was previously charged to one central budget - Public Conveniences Administration. Depreciation is now charged direct to each toilet site resulting in a reduction in costs on Public Conveniences Administration - hence the movement of these costs from 'Support Services' to 'Depreciation and Impairment'. All expenditure on Public Conveniences Administration is recharged out to each individual toilet site as a support service charge.

Depreciation and Impairment

Depreciation now charged directly to each individual toilet site rather than to the central Public Conveniences Administration budget.

6.25 **Cost Centre and Description** PLANT: Plant

We have a number of items of plant and equipment to help staff provide essential council services. These costs are all recharged out to the services using the plant and equipment

Row Labels	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transport Related Expenditure	15,270		300		490			16,060
Total Expenditure	15,270	0	300	0	490	0	0	16,060
Miscellaneous Recharges	-15,270		-310		-480			-16,060
Total Income	-15,270	0	-310	0	-480	0	0	-16,060
Net Expenditure	0	0	-10	0	10	0	0	0

Cost Centre and Description PKADM: Grounds Maintenance

6.26 The grounds maintenance service encompasses a wide range of operations on parks and open spaces, including trees and woodlands, play areas, sports pitches, cemeteries, hard and soft landscaping and the provision of floral decorations in public council buildings.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	233,020		4,650		-6,700			230,970
Premises Related Expenditure	45,820		910		5,530			52,260
Transport Related Expenditure	110,790		2,220		3,110			116,120
Supplies & Services	19,150		380		-110			19,420
Support Services	62,390		1,260	-190		80		63,540
Total Expenditure	471,170	0	9,420	-190	1,830	80	0	482,310
Other Grants and Contributions	-12,800		-260					-13,060
Oncosts Recovered	-458,370		-9,170		-1,710			-469,250
Total Income	-471,170	0	-9,430	0	-1,710	0	0	-482,310
Net Expenditure	0	0	-10	-190	120	80	0	0

PKADM: Grounds Maintenance

Commentary on Substantial Budget Changes

Employee Related Expenditure

Reduced employee expenditure due to staff turnover resulting in a new employee starting on a lower increment than their predecessor. Also one staff member has opted out of the superannuation scheme.

Premises Related Expenditure

Increased recharge from Salthill Depot due to increased costs within that service area (see section 6.35)

Transport Related Expenditure

Increased recharge from Grounds Maintenance Vehicles (GMVEH) due to an increase in costs (see section 6.16)

Oncosts Recovered

Increased estimated expenditure within this service area has resulted in an increase in oncosts to be recovered.

Cost Centre and Description PLATG: Platform Gallery and Visitor Information

6.27 The Platform Gallery specialises in contemporary craft exhibitions and has gained a reputation within the region for its excellence in this field. There is a retail space that provides an outlet for a range of local artists and makers. There is also an education space that is used for workshops and arts activities, and the visitor information centre offers all the latest information about local events. Visitors can also book tickets and accommodation, and buy maps, books and souvenirs.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	75,670		1,520	-40	-2,390			74,760
Premises Related Expenditure	15,310		300		-410			15,200
Transport Related Expenditure	40		0					40
Supplies & Services	25,200		500		-1,530			24,170
Support Services	52,510		1,050			3,150		56,710
Depreciation and Impairment	3,310		70				-860	2,520
Total Expenditure	172,040	0	3,440	-40	-4,330	3,150	-860	173,400
Customer & Client Receipts	-39,900		-800		-1,650			-42,350
Total Income	-39,900	0	-800	0	-1,650	0	0	-42,350
Net Expenditure	132,140	0	2,640	-40	-5,980	3,150	-860	131,050

PLATG: Platform Gallery and Visitor Information

Commentary on Substantial Budget Changes

Employee Related Expenditure

Reduction in employee related expenditure due to an allowance in the budget for staff turnover.

Supplies & Services

Reduced estimated expenditure on telephone lines and postages based upon previous years' spend.

Support Services

Increased recharge from Community Services and Organisation & Member Development Services due to a reassessment of time allocations.

Customer & Client Receipts

Increased estimated income from the sale of items purchased for resale and also from the rental of stalls.

Cost Centre and Description RCOLL: Refuse Collection

6.28 The collection of household waste is a statutory requirement placed on the Council. The overall service provided includes the collection of green waste for recycling into compost, a commercial waste collection service for shops, offices and other businesses in the borough and the emptying of litter bins, as well as the collection of domestic refuse from all properties in the borough and also the collection of dry mixed recyclables.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	714,480		14,280		-6,070			722,690
Premises Related Expenditure	44,640		900		7,170			52,710
Transport Related Expenditure	507,070		10,140		-1,750			515,460
Supplies & Services	39,160		780	10	550			40,500
Third Party Payments	650		10		-280			380
Support Services	125,510		2,500			9,970		137,980
Depreciation and Impairment	108,260		2,170	-2,170			-31,470	76,790
Total Expenditure	1,539,770	0	30,780	-2,160	-380	9,970	-31,470	1,546,510
Other Grants and Contributions	-326,580		-6,530	6,530	326,580			0
Customer & Client Receipts	-29,790		-590		3,880			-26,500
Miscellaneous Recharges	-93,410		-1,870	20	-5,570			-100,830
Total Income	-449,780	0	-8,990	6,550	324,890	0	0	-127,330
Net Expenditure	1,089,990	0	21,790	4,390	324,510	9,970	-31,470	1,419,180

RCOLL: Refuse Collection

Commentary on Substantial Budget Changes

Employee Related Expenditure

Staff turnover has meant that new employees are starting on a lower increment than their predecessors. This has resulted in a reduction in estimated employee related expenditure.

Premises Related Expenditure

Higher recharge from Salthill Depot due to increased estimated expenditure within that service area.

Transport Related Expenditure

Higher recharge from refuse collection vehicles (RCVEH) - see section 6.29. This is mainly due to an increase in depreciation charges.

Support Services

Higher support service costs, mainly from Community Services and Organisation & Member Development Services due to a reassessment of time allocations within those service areas.

Depreciation and Impairment

Waste containers purchased in 2007/08 are now fully depreciated resulting in a reduction in depreciation charges.

Other Grants and Contributions

Income no longer to be received from LCC under the Cost Sharing Agreement due to the agreement ending in March 2018.

Customer & Client Receipts

Income received from the bin hire scheme was previously coded here but has been moved onto the Trade Refuse budget (see section 6.42)

Miscellaneous Recharges

Higher recharge to trade refuse due to increased tonnages collected.

Cost Centre and Description RCVEH: Refuse Collection Vehicles

6.29 We have a fleet of split bodied refuse collection and recycling vehicles in order to carry out the statutory service. The cost of these vehicles is recharged to Refuse Collection Budget 6.28.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transport Related Expenditure	412,500		8,130	-290	-440			419,900
Depreciation and Impairment	196,150		3,930	-3,930			2,710	198,860
Total Expenditure	608,650	0	12,060	-4,220	-440	0	2,710	618,760
Miscellaneous Recharges	-608,650		-12,170	3,930	-1,870			-618,760
Total Income	-608,650	0	-12,170	3,930	-1,870	0	0	-618,760
Net Expenditure	0	0	-110	-290	-2,310	0	2,710	0

RCVEH: Refuse Collection Vehicles

Commentary on Substantial Budget Changes

Depreciation and Impairment

Replacement refuse vehicle purchased as part of the 2017/18 Capital Programme has resulted in an increase in depreciation charged.

Miscellaneous Recharges

Expenditure on refuse collection vehicles is recharged to Refuse Collection. An increase in expenditure on the vehicles has resulted in a higher recharge.

Cost Centre and Description RECUL: Recreation Grants

6.30 The Recreation Grants Scheme provides valuable support for the voluntary sports and arts sectors with an aim to increase participation in voluntary community activities. Grants are normally awarded on an annual basis. However, applications can be considered outside the annual timetable.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transfer Payments	30,530		610					31,140
Support Services	5,780		110	-20		-660		5,210
Total Expenditure	36,310	0	720	-20	0	-660	0	36,350
Net Expenditure	36,310	0	720	-20	0	-660	0	36,350

Cost Centre and Description RIVBK: Riverbank Protection

6.31 The Council has land adjacent to main rivers where there is a riparian owner responsibility to safely maintain the banking.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	1,270		30					1,300
Depreciation and Impairment	1,240		20	-20				1,240
Total Expenditure	2,510	0	50	-20	0	0	0	2,540
Net Expenditure	2,510	0	50	-20	0	0	0	2,540

Cost Centre and Description ROEBN: Roefield Barn

6.32 The building is occupied by Roefield Leisure Centre who pay a quarterly rent to the Council. The Council are not responsible for running costs or repairs and consequently there are few costs here.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Customer & Client Receipts	-370		-10		-10			-390
Total Income	-370	0	-10	0	-10	0	0	-390

Cost Centre and Description RPOOL: Ribblesdale Pool

6.33 Ribblesdale Pool provides a varied programme of use for casual public swimming, swimming instruction and hire by clubs and groups. The facility is well attended in comparison to other pools of its size. The budget reflects a full year of usage which will follow the refurbishment towards the end of the 2016/17 financial year.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	339,200	-160	6,790		-5,750			340,080
Premises Related Expenditure	117,450		2,340		-200			119,590
Transport Related Expenditure	330		10					340
Supplies & Services	59,980		1,200	70	13,620			74,870
Support Services	82,070		1,650	-30		3,330		87,020
Depreciation and Impairment	100,550		2,010	-2,010			-10,910	89,640
Total Expenditure	699,580	-160	14,000	-1,970	7,670	3,330	-10,910	711,540
Customer & Client Receipts	-383,280		-7,660		400			-390,540
Miscellaneous Recharges	-7,910		-160		-180			-8,250
Total Income	-391,190	0	-7,820	0	220	0	0	-398,790
Net Expenditure	308,390	-160	6,180	-1,970	7,890	3,330	-10,910	312,750

RPOOL: Ribblesdale Pool

Commentary on Substantial Budget Changes

Employee Related Expenditure

Reduced expenditure on Instructor's Wages following a recent decision to reduce from 2 full time equivalents to 1 full time equivalent and 2 apprentices. This is due to inability to recruit a fully qualified instructor for the vacant post. Offset in part by an increase in Pool Attendants Wages as the position of an apprentice pool attendant has been changed to a full time equivalent pool attendant.

Supplies & Services

An external contractor is being contracted to provide swimming instruction following the inability to recruit 1 full time equivalent instructor. This has resulted in an increase in Consultant costs. This is a recent change to the service provision and will be reviewed when the budget is prepared for the 2019/20 financial year.

Support Services

Increased support service recharges, in particular from Community Services and Organisation & Member Development Services due to a reassessment of time allocations.

Depreciation and Impairment

Decreased depreciation charge due to the boiler and calorifier now fully depreciated.

Cost Centre and Description RVPRK: Ribble Valley Parks

6.34 Maintenance of the Council's parks and recreation grounds to a high standard in support of the council's commitment to ensuring the protection and enhancement of the environmental quality of the area

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	396,590		7,940		3,750			408,280
Supplies & Services	5,420		110		120			5,650
Support Services	32,710		650			930		34,290
Depreciation and Impairment	70,260		1,410	-1,410			4,800	75,060
Total Expenditure	504,980	0	10,110	-1,410	3,870	930	4,800	523,280
Customer & Client Receipts	-26,840		-540	10	8,100			-19,270
Total Income	-26,840	0	-540	10	8,100	0	0	-19,270
Net Expenditure	478,140	0	9,570	-1,400	11,970	930	4,800	504,010

RVPRK: Ribble Valley Parks

Commentary on Substantial Budget Changes

Premises Related Expenditure

Increased grounds maintenance recharge due to estimated time to be spent at the parks.

Depreciation and Impairment

Increased depreciation charge for play areas.

Customer & Client Receipts

Reduction in estimated income from land rents due to falling income over the past 3 years, in part due to sale of land for which rental income was received and also Clitheroe Brass Band reducing the number of concerts from 8 to 1.

Cost Centre and Description SDEPO: Salthill Depot

6.35 This is the council's main operational base for the staff who carry out directly delivered services in the borough, such as refuse collection and recycling, street cleansing, grounds maintenance, vehicle repair and maintenance and general works. In addition the Councils main stores are located here.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	22,560		440		-160			22,840
Premises Related Expenditure	57,670		1,150		2,530			61,350
Transport Related Expenditure	440		10					450
Supplies & Services	7,850		140		640			8,630
Support Services	53,510		1,070			5,650		60,230
Depreciation and Impairment	20,540		410	-410			400	20,940
Total Expenditure	162,570	0	3,220	-410	3,010	5,650	400	174,440
Customer & Client Receipts	-780		-20		60			-740
Oncosts Recovered	-57,560		-1,150		9,470			-49,240
Miscellaneous Recharges	-104,230		-2,090		-18,140			-124,460
Total Income	-162,570	0	-3,260	0	-8,610	0	0	-174,440
Net Expenditure	0	0	-40	-410	-5,600	5,650	400	0

SDEPO: Salthill Depot

Commentary on Substantial Budget Changes

Premises Related Expenditure

Increased estimated utility charges, in particular electricity and metered water.

Support Services

Increased recharges, mainly from Community Services and Organisation & Member Development Services due to a reassessment of time allocations.

Oncost Recovered

A reduction in the issue of stock from the general store has reduced the value of oncosts to be recovered through those issues.

Miscellaneous Recharges

As this cost centre is in essence a holding account, increased expenditure within this service area results in increases in recharges to other service areas.

Cost Centre and Description SEATS: Roadside Seats

6.36 This budget pays for the maintenance of 150 seats situated in areas of public open spaces (except parks and recreation grounds) throughout the borough. There is no provision in this budget for new or replacement seats.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	1,960		40					2,000
Supplies & Services	560		10					570
Support Services	2,650		60			-20		2,690
Total Expenditure	5,170	0	110	0	0	-20	0	5,260
Net Expenditure	5,170	0	110	0	0	-20	0	5,260

Cost Centre and Description SIGNS: Street Nameplates & Signs

6.37 The Council has a duty to allocate names to streets and to provide appropriate street nameplates. Also included here are the costs associated with the Gazetteer which is a software system containing all property addresses within the borough. Ribbles Valley maintains the local property Gazetteer which then feeds through to the national property Gazetteer.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	3,010		60					3,070
Supplies & Services	4,450		90	70				4,610
Support Services	44,900		900	-10		-1,720		44,070
Total Expenditure	52,360	0	1,050	60	0	-1,720	0	51,750
Customer & Client Receipts	-520		-10					-530
Total Income	-520	0	-10	0	0	0	0	-530
Net Expenditure	51,840	0	1,040	60	0	-1,720	0	51,220

SIGNS: Street Nameplates & Signs
Commentary on Substantial Budget Changes

Support Services

Decreased recharges, mainly from Community Services following a reassessment of time allocations.

Cost Centre and Description SPODV: Sports Development

6.38 Contributing to the Council's ambition to create safer and healthier lifestyles. The role of the sports development unit is to create and extend sporting opportunities throughout the Ribble Valley, particularly within identified low participation groups. This is done through the provision of specific activity programmes, supporting voluntary sector providers and working in partnership with others to achieve cross cutting outcomes.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	9,510		190					9,700
Transfer Payments	4,260		90					4,350
Support Services	65,380		1,300			860		67,540
Total Expenditure	79,150	0	1,580	0	0	860	0	81,590
Customer & Client Receipts	-200		0		20			-180
Total Income	-200	0	0	0	20	0	0	-180
Net Expenditure	78,950	0	1,580	0	20	860	0	81,410

Cost Centre and Description SPOGR: Sports Grants

6.39 Grant aid is given to assist talented young sports persons with the costs associated with their sport.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Supplies & Services	0		0		200			200
Transfer Payments	3,650		70					3,720
Support Services	3,860		80	-20		-700		3,220
Total Expenditure	7,510	0	150	-20	200	-700	0	7,140
Net Expenditure	7,510	0	150	-20	200	-700	0	7,140

Cost Centre and Description STCLE: Street Cleansing

6.40 The street cleansing service undertakes a borough wide operation for the cleansing of public adopted highways within the borough. A fly tipping service is also provided for the removal of dumped waste items on adopted areas within the borough. The service undertakes the clearance of leaves in autumn and winter and is also available for emergency call outs via Lancashire County Council with 24 hour/7 day cover.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	156,220		3,130	-110	-3,230			156,010
Premises Related Expenditure	21,120		420		2,290			23,830
Transport Related Expenditure	130,710		2,620	60	7,350			140,740
Supplies & Services	12,250		230		10			12,490
Support Services	48,540		970	-130		-2,030		47,350
Total Expenditure	368,840	0	7,370	-180	6,420	-2,030	0	380,420
Other Grants and Contributions	-27,170		-540	310	-640			-28,040
Miscellaneous Recharges	-1,360		-30					-1,390
Total Income	-28,530	0	-570	310	-640	0	0	-29,430
Net Expenditure	340,310	0	6,800	130	5,780	-2,030	0	350,990

STCLE: Street Cleansing

Commentary on Substantial Budget Changes

Employee Related Expenditure

A new employee has started on a lower increment than their predecessor.

Premises Related Expenditure

Increased recharge from Salthill Depot due to an increase in expenditure within that service area (see section 6.35).

Transport Related Expenditure

Increased leasing costs for 3 x vans due to a move to Euro 6 Engine. Also increased expenditure on road sweeping reimbursed in full by monies received from Lancashire County Council.

Support Services

Reduced support service recharges in particular from Financial Services due to a reassessment of time allocations.

6.41 **Cost Centre and Description** TFRST: Waste Transfer Station

The operation of the waste transfer station in the depot at Salthill Industrial Estate is part of both the Council's commitment to supporting the Lancashire Municipal Waste Management Strategy and providing an efficient and effective refuse collection and recycling service to our residents.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	24,730		510		-150			25,090
Premises Related Expenditure	23,450		470		-430			23,490
Transport Related Expenditure	10,930		220		930			12,080
Supplies & Services	1,550		30					1,580
Support Services	11,340		220			-30		11,530
Depreciation and Impairment	9,370		190	-190			1,960	11,330
Total Expenditure	81,370	0	1,640	-190	350	-30	1,960	85,100
Net Expenditure	81,370	0	1,640	-190	350	-30	1,960	85,100

TFRST: Waste Transfer Station

Commentary on Substantial Budget Changes

Depreciation and Impairment

Increased depreciation charge due to improvements to the waste transfer station floor - a scheme within the capital programme.

Cost Centre and Description TRREF: Trade Refuse

6.42 The Council provides a commercial waste collection service to business premises in the borough at competitive charges.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	74,260		1,490		4,480			80,230
Supplies & Services	113,980		2,280		58,160			174,420
Support Services	46,130		920	-180		5,330		52,200
Total Expenditure	234,370	0	4,690	-180	62,640	5,330	0	306,850
Customer & Client Receipts	-306,770		-6,130		-65,540			-378,440
Total Income	-306,770	0	-6,130	0	-65,540	0	0	-378,440
Net Expenditure	-72,400	0	-1,440	-180	-2,900	5,330	0	-71,590
Associated Movement in Earmarked Reserves	46,000		920	-920	-43,960			2,040
Net After Earmarked Reserves	-26,400	0	-520	-1,100	-46,860	5,330	0	-69,550

TRREF: Trade Refuse

Commentary on Substantial Budget Changes

Premises Related Expenditure

Increased recharge from refuse collection due to the higher tonnages collected through trade refuse due to an increase in the customer base.

Supplies & Services

Increased tipping charges for the disposal of waste due to the increased tonnages collected, offset by additional income generated (see below).

Customer & Client Receipts

Increased estimated income due to an increase in the number of trade waste customers. Also income generated through the bin hire scheme has been moved on to this cost centre from refuse collection.

Associated Movement in Earmarked Reserves

In previous years £46,000 has been set aside annually from additional income generated to fund the purchase of a replacement Garwood refuse vehicle. Sufficient monies have been set aside to finance the replacement and a new vehicle is set to be purchased as part of the 2018/19 Capital Programme. The movement in reserve as shown above is estimated income to be generated through the bin hire scheme which will be transferred to an earmarked reserve to fund the purchase of future bins to be issued through the scheme (£2,040).

Cost Centre and Description TWOWR: Two Way Radio

6.43 We have a radio system linking staff based at Salthill depot and vehicles and staff working out in the borough.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Premises Related Expenditure	2,350		50		-80			2,320
Supplies & Services	1,170		20		-100			1,090
Total Expenditure	3,520	0	70	0	-180	0	0	3,410
Miscellaneous Recharges	-3,520		-60	60	110			-3,410
Total Income	-3,520	0	-60	60	110	0	0	-3,410
Net Expenditure	0	0	10	60	-70	0	0	0

Cost Centre and Description UPACT: Up and Active Service

6.44 RVBC delivers services in the Ribble Valley, on behalf of Pendle Leisure Trust in respect of the Up and Active Contract, for which Pendle Leisure Trust are the lead body. The contract was awarded by LCC and covers 5 areas within East Lancashire (Hyndburn, Rossendale, Burnley, Pendle and Ribble Valley). The contract includes weight management, healthy eating and working with schools with the intended outcome being a healthier and more informed local population.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	53,430		1,070		12,180			66,680
Transport Related Expenditure	3,300		70					3,370
Support Services	41,040		820	-720		-690		40,450
Total Expenditure	97,770	0	1,960	-720	12,180	-690	0	110,500
Other Grants and Contributions	-3,300		-70					-3,370
Customer & Client Receipts	-94,470		-1,890		-10,770			-107,130
Total Income	-97,770	0	-1,960	0	-10,770	0	0	-110,500
Net Expenditure	0	0	0	-720	1,410	-690	0	0

UPACT: Up and Active Service

Commentary on Substantial Budget Changes

Employee Related Expenditure

A part time Healthy Lifestyles Officer has been replaced by a full time officer. The costs are fully reimbursed from Pendle Leisure Trust.

Customer & Client Receipts

Additional income from Pendle Leisure Trust to cover the post as mentioned above.

Cost Centre and Description VEHCL: Vehicle Workshop

6.45 The garage at the depot maintains the Council's fleet of commercial vehicles and charges all of these costs to the relevant service area. The main services charged by the garage are the refuse collection service, works administration and grounds maintenance.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	57,990		1,160		800			59,950
Premises Related Expenditure	7,050		140		510			7,700
Transport Related Expenditure	6,940		140		-310			6,770
Supplies & Services	3,860		70					3,930
Support Services	25,360		500			2,540		28,400
Total Expenditure	101,200	0	2,010	0	1,000	2,540	0	106,750
Other Grants and Contributions	-150		0		150			0
Oncosts Recovered	-101,050		-2,020		-3,680			-106,750
Total Income	-101,200	0	-2,020	0	-3,530	0	0	-106,750
Net Expenditure	0	0	-10	0	-2,530	2,540	0	0

VEHCL: Vehicle Workshop

Commentary on Substantial Budget Changes

Support Services

Increased recharge from Community Services due to a reassessment of time allocations.

Oncosts Recovered

Increase in oncosts to be recovered due to a higher rate of budgeted expenditure within this service area.

Cost Centre and Description WKSAD: Works Administration

6.46

The works administration service carries out a wide range of maintenance services across most of the council services, notably engineering services. The cost of all work carried out by works administration is charged out to the relevant service area.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	121,820		2,440		-1,950			122,310
Premises Related Expenditure	10,970		220		1,710			12,900
Transport Related Expenditure	25,710		520		-2,000		6,350	30,580
Supplies & Services	7,830		150	-10	-20			7,950
Support Services	32,990		660	-200		-10		33,440
Depreciation and Impairment	2,400		50	-50			-2,400	0
Total Expenditure	201,720	0	4,040	-260	-2,260	-10	3,950	207,180
Oncosts Recovered	-201,720		-4,030	90	-1,520			-207,180
Total Income	-201,720	0	-4,030	90	-1,520	0	0	-207,180
Net Expenditure	0	0	10	-170	-3,780	-10	3,950	0

WKSAD: Works Administration

Commentary on Substantial Budget Changes

Employee Related Expenditure

Reduced estimated expenditure due to a reduction in the budget to allow for potential staff turnover.

Premises Related Expenditure

Higher recharge from Salthill Depot due to increased estimated expenditure within that service area (see section 6.35)

Transport Related Expenditure

Reduced estimated expenditure on diesel offset in part by an increase in capital charges. This is in part due to a new vehicle procured through the 2017/18 Capital Programme and also because depreciation for a vehicle previously charged direct to this cost centre is now charged directly to the vehicle itself (see Depreciation and Impairment below).

Depreciation and Impairment

Depreciation now charged directly to the vehicle. This now impacts on Transport Related Expenditure instead.

Oncosts Recovered

Additional expenditure within this service area has resulted in an increase in oncosts to be recovered.

Cost Centre and Description XMASL: Xmas Lights & RV in Bloom

6.47 Grants are available to organised groups looking to provide Christmas light displays within the borough's parishes and towns, provided that match funding by the organisation is available. Also incorporated here is the Ribble Valley in Bloom budget, which is a small budget, used by local groups and parishes to enhance the borough as a place to visit. This creates one combined budget specifically for lights and flowers.

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Transfer Payments	2,020		40					2,060
Support Services	1,270		30			360		1,660
Total Expenditure	3,290	0	70	0	0	360	0	3,720
Net Expenditure	3,290	0	70	0	0	360	0	3,720

7 SUMMARIES

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

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
ARTDV: Art Development	32,910		650		-140	540		33,960
BUSSH: Bus Shelters	18,640		370			70		19,080
CARVN: Caravan Site	-8,130	-10	-160					-8,300
CCTEL: Closed Circuit Television	121,050		2,450	-90	5,390	1,290		130,090
COMMD: Community Services Department	0	-800	-50	90	-8,140	8,900		0
CPADM: Car Parks	-124,290	-7,140	-2,660	-1,860	-37,480	4,850	5,450	-163,130
CPVEH: Car Parks Vehicles	0		0	-70	70			0
CRIME: Crime and Disorder	52,020		1,040	-460	-780	1,240		53,060
CULTG: Culture Grants	6,900		140	-30		-1,120		5,890
CULVT: Culverts & Water Courses	17,260		340			150		17,750

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
DRAIN: Private Drains	1,370		20		-210	0		1,180
EALLW: Edisford All Weather Pitch	19,020		390	-460	600	630	4,120	24,300
EDPIC: Edisford Picnic Area	-10,380		-200	240	1,850	10		-8,480
EVEHA: Works Administration Vehicles	0		-40	0	40		0	0
EXREF: Exercise Referral Scheme	26,970		540		-540	3,900		30,870
GMVEH: Grounds Maintenance Vehicles	0		-80	-60	140		0	0
GRSRC: Grants & Subscriptions - Community	2,690		60	-20		-190		2,540
HWREP: Highway Repairs	25,660		510	-20		350		26,500
LDEPO: Longridge Depot	0		-10	-50	170	-240	130	0
LITTR: Litter Bins	21,720		430			-3,150		19,000
MCAFE: Museum Cafe	19,140		390	-300	-2,870	860	2,220	19,440
MUSEM: Castle Museum	262,450		5,270	-4,310	-9,430	-1,200	17,780	270,560

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
PAPER: Waste Paper and Card Collection	130,390		2,600	4,190	51,480	270	-4,800	184,130
PCADM: Public Conveniences	177,430	-20	3,510	260	2,190	-42,210	45,680	186,840
PCADM: Public Conveniences Administration	0		-20	-730	43,100	-2,890	-39,460	0
PKADM: Grounds Maintenance	0		-10	-190	120	80		0
PLANT: Plant	0		-10		10			0
PLATG: Platform Gallery and Visitor Information	132,140		2,640	-40	-5,980	3,150	-860	131,050
RCOLL: Refuse Collection	1,089,990		21,790	4,390	324,510	9,970	-31,470	1,419,180
RCVEH: Refuse Collection Vehicles	0		-110	-290	-2,310		2,710	0
RECUL: Recreation Grants	36,310		720	-20		-660		36,350
RIVBK: Riverbank Protection	2,510		50	-20				2,540
ROEBN: Roefield Barn	-370		-10		-10			-390
RPBIN: Chargeable Replacement Waste Bins	0		0					0

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
RPOOL: Ribblesdale Pool	308,390	-160	6,180	-1,970	7,890	3,330	-10,910	312,750
RVPRK: Ribble Valley Parks	478,140		9,570	-1,400	11,970	930	4,800	504,010
SDEPO: Salthill Depot	0		-40	-410	-5,600	5,650	400	0
SEATS: Roadside Seats	5,170		110			-20		5,260
SIGNS: Street Nameplates & Signs	51,840		1,040	60		-1,720		51,220
SPODV: Sports Development	78,950		1,580		20	860		81,410
SPOGR: Sports Grants	7,510		150	-20	200	-700		7,140
STCLE: Street Cleansing	340,310		6,800	130	5,780	-2,030		350,990
TFRST: Waste Transfer Station	81,370		1,640	-190	350	-30	1,960	85,100
TRREF: Trade Refuse	-72,400		-1,440	-180	-2,900	5,330		-71,590
TWOWR: Two Way Radio	0		10	60	-70			0
UPACT: Up and Active Service	0		0	-720	1,410	-690		0

Cost Centre and Description	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
VEHCL: Vehicle Workshop	0		-10		-2,530	2,540		0
WKSAD: Works Administration	0		10	-170	-3,780	-10	3,950	0
XMASL: Xmas Lights & RV in Bloom	3,290		70			360		3,720
Grand Total	3,335,970	-8,130	66,220	-4,660	374,520	-1,600	1,700	3,764,020
Associated Movement in Earmarked Reserves	32,480		650	-920	-43,950			-11,740
Net After Earmarked Reserves	3,368,450	-8,130	66,870	-5,580	421,570	-1,600	1,700	3,752,280

b) Type of Expenditure/Income (Subjective)

	Original Estimate 2017/18	Savings	Inflation at 2%	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2018/19
Employee Related Expenditure	3,165,190	-330	63,310	-970	-27,360			3,199,840
Premises Related Expenditure	1,170,270	-3,080	23,260	350	23,770			1,214,570
Transport Related Expenditure	1,479,200		29,340	-500	6,900		6,350	1,521,290
Supplies & Services	543,350	-480	10,770	210	-34,130			519,720
Third Party Payments	236,070		4,730	-2,860	3,420			241,360
Transfer Payments	72,270		1,450	-460	-2,710			70,550
Support Services	1,620,590	-4,230	32,320	-2,420	1,300	-2,180		1,645,380
Depreciation and Impairment	714,290		14,320	-14,250			11,480	725,840
Total Expenditure	9,001,230	-8,120	179,500	-20,900	-28,810	-2,180	17,830	9,138,550
Other Grants and Contributions	-475,360		-9,510	8,950	431,420			-44,500
Customer & Client Receipts	-1,500,900	-10	-29,980	2,430	-48,880			-1,577,340
Departmental Recharges	-1,542,360		-30,850	80	-1,300	9,730		-1,564,700
Oncosts Recovered	-828,030		-16,560	90	3,900			-840,600
Miscellaneous Recharges	-1,318,610		-26,380	4,690	18,190	-9,150	-16,130	-1,347,390
Total Income	-5,665,260	-10	-113,280	16,240	403,330	580	-16,130	-5,374,530
Net Expenditure	3,335,970	-8,130	66,220	-4,660	374,520	-1,600	1,700	3,764,020
Associated Movement in Earmarked Reserves	32,480		650	-920	-43,950			-11,740
Net After Earmarked Reserves	3,368,450	-8,130	66,870	-5,580	330,570	-1,600	1,700	3,752,280

8 EARMARKED RESERVES

- 8.1 In the Original Estimate for 2017/18 this committee planned to add £32,480 to earmarked reserves to support future net expenditure. Looking forward to 2018/19, the proposal included in the estimates is that this committee take £11,740 from earmarked reserves to support its spending.
- 8.2 The table below provides a summary of the DRAFT Original Estimate for 2018/19 together with the budgeted impact on the relevant earmarked reserves. Also detailed is a summary of the reasons for the movements on the earmarked reserves

	DRAFT Original Estimate 2018/19	Reason for Movement on Earmarked Reserve
Committee Net Cost of Services	3,764,020	
COBAL/H239: Crime and Disorder	-13,780	Monies set aside from previous years underspends, to be used to fund future years expenditure.
COBAL/H333: Refuse Collection	2,040	Income generated from the bin hire scheme. To be set aside in an earmarked reserve to fund the future purchase of bins issued through the scheme.
Committee Net Cost of Services after Movements on Earmarked Reserves	3,752,280	

9 KEY VARIATIONS

9.1 The net expenditure for this committee has increased by £383,830 after allowing for associated movements on earmarked reserves. The main reasons for this net increase are summarised in the table below.

Description	Variance Original Estimate 2017/18 to DRAFT Original Estimate 2018/19
RCOLL/PAPER: Refuse/Paper Collection The end of the Cost Sharing Agreement with LCC has resulted in a decrease in income of £431,900.	431,900
PAPER: Paper Collection Income received from the sale of paper is no longer to be paid to LCC, and instead retained by this council resulting in a reduction in expenditure of £108,760. This is offset in part by reduced income to be received from the sale of paper due to fluctuating market prices (£61,160).	-47,600

10 RISK ASSESSMENT

10.1 The approval of this report may have the following implications

- Resources: approval of the original budget for 2018/19 would see an increase in net expenditure of £428,050 compared with the original budget for 2017/18 or £383,830 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.

11 RECOMMENDED THAT COMMITTEE

11.1 Approve the revenue original estimate for 2018/19 and submit this to the Special Policy and Finance Committee.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM2-18/AJ/AC
15 December 2017

For further background information please ask for Amy Johnson

BACKGROUND PAPERS - None