

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

meeting date: 27 OCTOBER 2022  
 title: REVENUE MONITORING 2022/23  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ANDREW COOK

### 1 PURPOSE

1.1 To report on the progress of the 2022/23 revenue budget as at the end of September 2022.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified.
- Corporate Priorities - to continue to be a well-managed council providing efficient services based on identified customer need.
- Other Considerations – none identified.

### 2 REVENUE MONITORING 2022/23

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate budget for the period to the end of September 2022. You will see an overall underspend of £201,893 on the net cost of services, after allowing for transfers to and from earmarked reserves. Please note that underspends and additional income are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £	
AFHOU	Affordable Rent Properties	-960	-3,158	-1,286	1,872	G
APLAC	Alma Place Unit	2,570	-108	28	136	G
AWARM	Affordable Warmth	0	0	-41,315	-41,315	R
CLAIR	Clean Air	2,180	366	414	48	G
CLAND	Contaminated Land	10,030	0	0	0	G
CLCEM	Clitheroe Cemetery	43,210	-1,318	-7,079	-5,761	R
CLDCY	Closed Churchyards	6,980	5,839	6,374	535	G
CLMKT	Clitheroe Market	-44,380	-109,901	-120,477	-10,576	R
CMGHH	Community Groups - Health & Housing	7,440	0	0	0	G
COMNL	Common Land	2,480	356	526	170	G
CTBEN	Localised Council Tax Support Admin	182,610	-16,980	-22,566	-5,586	R

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £	
DOGWD	Dog Warden & Pest Control	134,040	12,611	10,449	-2,162	A
ENVHT	Environmental Health Services	356,550	-11,987	-15,795	-3,808	A
HFORU	Homes for Ukraine	0	0	-74,957	-74,957	R
HGBEN	Housing Benefits	182,580	287,093	273,001	-14,092	R
HOMEE	Home Energy Conservation	5,300	0	0	0	G
HOMES	Homelessness Strategy	35,310	-54,475	-59,928	-5,453	R
HSASS	Housing Associations	7,020	0	0	0	G
HSTRA	Housing Strategy	48,770	84	-117	-201	G
IMPGR	Improvement Grants	82,560	-14,818	-15,053	-235	G
JARMS	Joiners Arms	50,520	8,695	1,771	-6,924	R
SHARE	Shared Ownership Rents	-430	-1,370	-1,369	1	G
SUPPE	Supporting People	7,820	210	-33,379	-33,589	R
UCRED	Universal Credit	25,180	-820	-816	4	G
<b>Total Health and Housing Committee</b>		<b>1,147,380</b>	<b>100,319</b>	<b>-101,574</b>	<b>-201,893</b>	
<b>Transfers to/(from) Earmarked Reserves</b>						
Equipment Reserve - Joiners Arms Furniture and Equipment		-500	0	0	0	
<b>Total after transfers to/(from) Earmarked Reserves</b>		<b>1,146,880</b>	<b>100,319</b>	<b>-101,574</b>	<b>-201,893</b>	

Key to Variance shading	
Variance of £5,000 or more (Red)	R
Variance between £2,000 and £4,999 (Amber)	A
Variance less than £2,000 (Green)	G

- 2.2 The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas which currently do not present any significant concern.
- 2.3 The main variances between budget and actuals on individual budget codes within cost centres have also been highlighted and explained, as follows:
- Red budget code variances (£5,000 or more) are shown with the budget holder's comments and agreed actions in Annex 1.
  - Amber budget code variances (£2,000 to £4,999) are shown with the budget holder's comments in Annex 2.

2.4 Outlined below are the main variances to the end of September 2022 that are unlikely to be rectified by the end of the financial year:

- **Homes for Ukraine/LCC-Ukrainian Housing & Community Integration Funding (-£115,500):** This is the total to date of the £3,500 per person additional funding that the Council receives from LCC to provide community integration support and homelessness/housing support to Ukrainian refugees under the DLUHC Homes for Ukraine scheme. To date funding has been received for thirty-three people. Relevant costs that the Council incurs in providing the support will be set against this funding as the year progresses.
- **Supporting People/DLUHC – Domestic Abuse Support to Victims Funding (-£33,379):** Additional New Burdens funding received in-year from DLUHC to reflect the burden on the Council in 2022/23 of working with and supporting Lancashire County Council, who now have a statutory duty to provide support to victims of domestic abuse and their children residing within safe accommodation. Some of this funding will be allocated against staff costs incurred in this area in-year.
- **Joiners Arms/Dwelling Rents (-£8,678):** Increased rent and service charges income for the year to date, which reflects almost full occupancy for all seven flats in the homelessness unit between April and September 2022, which is higher than expected, and increased service charges at the unit due to the need to recover increased electricity costs in-year. There are also higher repairs and purchases costs for the year to date that are associated with almost full occupancy.
- **Clitheroe Market/Stalls Income (-£3,804):** Higher stalls demand from traders than budgeted for in this demand-led fluctuating service area. Most of the increased income to date is from one trader hiring stalls for the first six months of the year.
- **Localised Council Tax Support Admin/Admin Grant (-£3,768):** Local Council Tax Support Administration funding received from DLUHC for 2022/23 is higher than budgeted for. The Council was not notified of the yearly funding level until after the original estimate budget was set.
- **Clitheroe Market/Pitches and Other Income (-£2,191):** Increased income to date is from two traders hiring pitches for significant time periods in-year.
- **Environmental Health Services/Private Water Samples Net Income (+£4,838):** No private water supplies risk assessment and samples work has been undertaken for the year to date, due to on-going vacancies within the Environmental Health team meaning that available staff time has been focussed on other priority areas of work for the year to date.

### 3 CONCLUSION

3.1 The comparison between actual expenditure and the original estimate budget for this Committee for the period to the end of September 2022 shows an underspend of £201,893 after allowing for transfers to and from earmarked reserves.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH7-22/AC/AC

19 October 2022

BACKGROUND PAPERS: None

For further information please ask for Andrew Cook

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HFORU/8493z	Homes for Ukraine/LCC-Ukrainian Housing & Community Integration Funding	0	0	-115,500	-115,500	R This is the total to date of the £3,500 per person funding that the Council receives from LCC to provide community integration support and homelessness/housing support to Ukrainian refugees under the DLUHC Homes for Ukraine scheme. The funding is made up of £1,000 per person for community integration support and £2,500 per person for homelessness/housing support. To date funding has been received for thirty-three people. This scheme was set up in Spring 2022, after the Original Estimate budget was set. Relevant costs that the Council incurs in providing the support will be set against this funding as the year progresses.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for Homes for Ukraine Housing and Community Integration Funding and any associated costs incurred.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
AWARM/ 8053z	Affordable Warmth/Affordable Warmth LCC Public Health Grt	0	0	-41,315	-41,315	R	<p>This is an additional grant allocated from LCC to help fund affordable warmth grant payments to eligible residents by the Council in Winter 2022/23, for servicing, repairs and replacement boilers and heating systems and associated works.</p> <p>This grant was not anticipated at original estimate budget stage. The Council will make grant payments in-year up to the value of the grant funding received, so there is unlikely to be a significant over-recovery of income at year-end.</p>	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for both affordable warmth income and grant payments.
SUPPE/ 8961z	Supporting People/MHCLG - Domestic Abuse Support to Victim	0	0	-33,379	-33,379	R	<p>Additional New Burdens funding received in-year from DHULC to reflect the burden on the Council in 2022/23 of working with and supporting Lancashire County Council, who now have a statutory duty to provide support to victims of domestic abuse and their children residing within safe accommodation. The Council was not informed of this funding until after the original estimate budget was set.</p> <p>Several Housing and Economic Development staff are involved in this support work and the costs of their time input (including departmental on-costs) will be allocated against this grant income at 2022/23 year-end. The estimate for this time input at this stage is approximately £8,000.</p>	The budget will be updated at revised estimate stage to reflect this additional income and also to reflect any planned expenditure in-year under this duty.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/4652	Housing Benefits/Rent Allowance Payments	5,089,450	2,827,188	2,828,575	-22,565	R Rent Allowance payments were 0.8% lower than the £2.892m budgeted for the year to date, after adjusting for recovery of benefits overpayments and non-cash transactions. This is mainly due to a higher level of housing benefits overpayments being invoiced for recovery in-year to date than budgeted for. Lower Rent Allowance payments for the year as a whole are broadly reflected in lower Rent Allowance subsidy grant income received at year-end from the DWP (see HGBEN/8002z variance), as payments for the full year are broadly funded by subsidy grant received at year-end. As a result, there is unlikely to be a significant net underspend at year-end.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for Rent Allowance payments.
HGBEN/8814z	Housing Benefits/Recovery of Rent Allowance Payments	-27,060	64,902	40,950			
JARMS/8802u	Joiners Arms/Dwelling Rents	-32,320	-14,819	-23,497	-8,678	R Increased rent and service charges income for the year to date, which reflects the following: - Almost full occupancy for all seven flats in the unit between April and September 2022. These occupancy levels are higher than those experienced at the unit in recent years. - Increased service charges at the unit due to the need to recover increased electricity costs, which are much higher than the increases included in the original estimate budget. This increased service charge income will help to cover anticipated higher electricity costs at the unit in Winter 2022/23.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for dwelling rents and service charges income and any associated increased costs, in areas such as electricity, repairs and purchases.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
ENVHT/ 3081	Environmental Health Services/Water Samples	15,760	7,892	0	-7,892	<b>R</b> No private water supplies risk assessments and samples work has been undertaken for the year to date, meaning there are no lab tests costs. This is due to on-going vacancies within the Environmental Health team meaning that staff time has been focussed on other priority areas of work for the year to date. This underspend partly offsets the under-recovery of private water samples income for the year to date (see ENVHT/8417u variance).	Some risk-based private water supplies work may be undertaken in the second half of 2022/23 now that the new Head of Environmental Health Services has started and there is some staff availability in this area, but this is dependent on the wider priorities for work on the Environmental Health team given there are still some staff vacancies. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for both water samples costs and private water samples income.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HOMES/ 8802u	Homelessness Strategy/Dwelling Rents	0	0	-5,303	-5,303	R This is dwelling rents and service charges income for the year to date on two properties being used as homelessness temporary accommodation, which were not budgeted for at original estimate stage, as follows: - £2,832 relates to the property on Peel Street, Clitheroe. This is planned to be leased to a registered housing provider to be let for affordable rent, but CMT have approved the temporary use of the property as a homelessness unit until November 2022, because of increased demand for temporary accommodation for larger families. This increase in rent is offset by increased repairs and purchases costs for the property and by reduced rent income on the Affordable Housing cost centre, so there is no significant net over-recovery of income for this property. - £2,471 relates to the property on Wellbrow Drive, Longridge which this Committee approved in January 2022 to licence from Onward Homes and use as homelessness temporary accommodation. The increased rent income will be offset by increased licence payments and other related costs in-year. As a result, there will be no significant net over-recovery of income for this property for the year as a whole.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for the following: - Homelessness Strategy dwelling rents income and associated expenditure and Affordable Housing dwelling rents income for the Peel Street property. - Dwelling rents income and associated expenditure for the Wellbrow Drive property.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HGBEN/8002z	Housing Benefits/Rent Allowances Grant	-5,066,050	-2,534,038	-2,528,892	5,146	R	Rent Allowance subsidy grant income was 0.2% lower than the £2.534m budgeted for the year to date. The reduced income is in line with the estimate prepared for the 2022/23 DWP subsidy grant initial estimate claim, which was completed after the original estimate budget was set. Rent Allowance subsidy grant received at year-end will be updated to broadly reflect the actual Rent Allowance payments for the year as a whole (see HGBEN/4652 variance). As a result, there is unlikely to be a significant under-recovery of income at year-end.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for Rent Allowance subsidy grant income.
HGBEN/8060z	Housing Benefits/DWP - Discretionary Housing Payments Inc	-51,420	-17,139	-11,903	5,236	R	The actual to date is the first of two payments in-year from DWP. The full-year allocation of Discretionary Housing Payments grant funding from DWP has been confirmed as £35,708, which is £15,712 less than the full-year amount budgeted for. This is because the full-year allocation was notified to the Council after the original estimate budget was set. This grant funds additional discretionary housing benefits spend in-year by the Council and the Council will make less discretionary housing benefits payments in-year to reflect the reduced funding. Thus, there will be no significant net under-recovery of income at year-end.	The budget will be updated at revised estimate stage to reflect the latest full-year estimate for Discretionary Housing Payments grant funding and related payments in-year.

## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
ENVHT/ 8417u	Environmental Health Services/Private Water Samples	-25,450	-12,730	0	12,730	R	No private water supplies risk assessment and samples work has been undertaken for the year to date, meaning there is no private water samples income. This is due to on-going vacancies within the Environmental Health team meaning that available staff time has been focussed on other priority areas of work for the year to date. The resulting under-recovery of income to the end of September 2022 is partly offset by reduced water sample lab test costs of £7,892 (see ENVHT/3081 variance), the net under-recovery of income to date being £4,838. In addition, lower staff costs for the Environmental Health team, due to staff vacancies, will also offset this under-recovery of income.	Some risk-based private water supplies work may be undertaken in the second half of 2022/23 now that the new Head of Environmental Health Services has started and there is some staff availability in this area, but this is dependent on the wider priorities for work on the Environmental Health team given there are still some staff vacancies. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for private water samples income and water samples costs.
HFORU/ 4692	Homes for Ukraine/Grants to individuals - HFU Sponsor Grant	0	0	34,759	34,759	R	This is the total to date of the £350 per month "Thank You" payments to sponsors of Ukrainian refugees under the DLUHC Homes for Ukraine scheme. This scheme was set up in Spring 2022, after the Original Estimate budget was set. The "Thank You" payments are expected to be covered by grant funding received in-year from DLUHC, so there is unlikely to be a significant net overspend at year-end.	The budget will be amended at revised estimate stage to reflect the latest full-year estimate for Homes for Ukraine grant payments and any associated funding from DLUHC in-year.

## Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance
ENVHT/ 8430u	Environmental Health Services/Street Trading Licence	-7,830	-4,694	-8,613	-3,919	A	There have been several new street trading licences issued since the start of the financial year, which has resulted in increased income to date in this demand-led licence income area. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for street trading licence income.
CLMKT/ 8825n	Clitheroe Market/Stalls	-12,540	-7,494	-11,298	-3,804	A	There has been a higher demand for stalls from traders than budgeted for in this demand-led fluctuating service area. The majority of the increased income to date is from one trader hiring stalls for the first six months of the year. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for market stalls income.
CTBEN/ 8009z	Localised Council Tax Support Admin/Housing Benefit & CT Benefit Admin Grant	-33,390	-33,390	-37,158	-3,768	A	Higher Local Council Tax Support Administration Grant received from DLUHC for 2022/23 than budgeted for. The Council was not notified of the yearly funding level until after the original estimate budget was set. The budget will be updated at revised estimate stage to reflect this increased income.
CLCEM/ 5056	Clitheroe Cemetery/Grounds Maintenance	66,700	33,362	29,723	-3,639	A	Less grounds maintenance staff time input to the cemetery for the year to date. More time charges are expected in Autumn as more end of summer tasks are undertaken.

## Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance
CLCEM/ 8441u	Clitheroe Cemetery/Interment Fees	-38,150	-19,082	-21,815	-2,733	A	Increased income to date in this demand-led fluctuating service area, including increased income from several interments for non-residents of the borough. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for interments fees income.
DOGWD/ 5056	Dog Warden & Pest Control/Grounds Maintenance	20,480	10,240	7,658	-2,582	A	Less grounds maintenance staff time input to dog bin emptying for the year to date.
ENVHT/ 8674u	Environmental Health Services/Animal Boarding Establishment Licences	-1,560	0	-2,223	-2,223	A	Increased income for the year to date from a higher number of compliance inspections to date than originally budgeted for, due to the use of a qualified inspector for this work area, along with some licence renewals being paid for earlier in-year than budgeted for. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for animal boarding licences income.
CLMKT/ 8826n	Clitheroe Market/Pitches & Other	-3,090	-1,847	-4,038	-2,191	A	The increased income to date in this demand-led fluctuating service area is from two traders hiring pitches for significant time periods in-year. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for pitches income.

## Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance
HGBEN/8007z	Housing Benefits/HRA Rent Rebate Grant	-38,380	-19,196	-17,016	2,180	A	Lower Rent Rebate subsidy grant income received to date than budgeted for. The income received was in line with the estimate prepared for the 2022/23 DWP subsidy grant initial estimate claim, which was completed after the original estimate budget was set. Rent Rebate subsidy grant received plus Homelessness Prevention Grant funding allocated to support Rent Rebate payments are updated at year-end to broadly reflect the actual Rent Rebate payments for the year as a whole. As a result, there is unlikely to be a significant under-recovery of income at year-end. The budget will be amended at revised estimate stage to reflect the latest full-year estimate for Rent Rebate subsidy grant income.
CLCEM/8447u	Clitheroe Cemetery/Exclusive Burial Rights	-28,310	-14,162	-10,724	3,438	A	There have been a lower number of requests for grave plots to date than budgeted for in this demand-led fluctuating income area. The budget will be reviewed at revised estimate stage to reflect the latest full-year estimate for exclusive burial rights income.

## Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to the end of September 2022 £	Actual including Commitments to the end of September 2022 £	Variance £		Reason for Variance
JARMS/ 2402	Joiners Arms/Repair & Maintenance - Buildings	13,930	6,968	10,962	3,994	A	<p>This is mainly due to costs to replace the electric card sub-meters in each flat to ensure that the KW/h rate charged on the sub-meters can be varied to reflect the KW/h rate paid by the Council at Joiners Arms. The works have cost more than initially expected because more works were required in practice than originally planned. Some additional repairs costs to date are also likely to be due to the regular full occupancy at Joiners Arms for the year to date (see JARMS/8802u variance).</p> <p>Given this, a budget virement has already been approved to increase the Joiners Arms repairs budget by £3,000 (this is reflected in the full year budget shown here) and further repairs and maintenance spend for the rest of the year will be considered by the Head of Regeneration and Housing and the Council Surveyor to ensure it can be completed within the yearly budget available at the time.</p>
HFORU/ 0100	Homes for Ukraine/Salaries	0	0	4,636	4,636	A	<p>This is salary costs to date for the new Homes For Ukraine Assistant temporary post. The post was created to co-ordinate the Council's work on the Homes For Ukraine scheme and is funded from the Homes For Ukraine Housing and Community Integration Funding received from LCC (see HFORU/8493z variance). The post is currently confirmed to run until early July 2023.</p> <p>The budget will be amended at revised estimate stage to add in the full-year estimate for this temporary post.</p>