

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COMMUNITY SERVICES COMMITTEE

meeting date: 22 AUGUST 2023
 title: REVENUE MONITORING 2023/24
 submitted by: DIRECTOR OF RESOURCES AND DEPUTY CHIEF EXECUTIVE
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1 PURPOSE

1.1 To let you know the position for the period April to June 2023 of this year's revenue budget as far as this committee is concerned.

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. To meet the objective within this priority, of maintaining critical financial management controls, ensuring the authority provides council tax payers with value for money.

Other Considerations – none identified.

2 FINANCIAL INFORMATION

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the original estimate for the period to the end of June. You will see an overall underspend of £48,964 on the net cost of services. Please note that underspends are denoted by figures with a minus symbol. After allowing for transfers to/from earmarked reserves the underspend is £66,355.

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
ARTDV	Art Development	40,390	5,836	5,371	-465	G
BUSSH	Bus Shelters	20,910	0	0	0	G
CARVN	Caravan Site	-9,520	0	0	0	G
CCTEL	Closed Circuit Television	174,090	27,161	26,585	-576	G
COMMD	Community Services Department	0	279,096	247,318	-31,778	R
CRIME	Crime and Disorder	65,980	10,800	7,249	-3,551	A
CULTG	Culture Grants	5,310	4,280	4,100	-180	G
CULVT	Culverts & Water Courses	29,140	1,065	0	-1,065	G
DRAIN	Private Drains	2,930	617	1,059	442	G
EALLW	Edisford All Weather Pitch	73,790	-6,067	3,184	9,251	R
EDPIC	Edisford Picnic Area	-8,820	-12,598	-11,974	624	G
EXREF	Exercise Referral Scheme	107,080	17,879	17,356	-523	G

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
GRSRC	Grants & Subscriptions - Community	1,140	0	0	0	G
HWREP	Highway Repairs	9,100	167	0	-167	G
LDEPO	Longridge Depot	450	4,941	4,442	-499	G
LITTR	Litter Bins	28,050	1,415	1,347	-68	G
MCAFE	Museum Cafe	54,150	3,211	175	-3,036	A
MUSEM	Castle Museum	276,840	14,207	12,608	-1,599	G
PAPER	Waste Paper and Card Collection	280,250	31,185	26,993	-4,192	A
PKADM	Grounds Maintenance	0	-91,319	-94,575	-3,256	A
PLATG	Platform Gallery and Visitor Information	194,490	38,344	31,229	-7,115	R
RCOLL	Refuse Collection	1,892,600	243,099	248,186	5,087	R
RECUL	Recreation Grants	35,680	0	0	0	G
RIVBK	Riverbank Protection	5,010	385	0	-385	G
ROEBN	Roefield Barn	-150	-118	-12	106	G
RPBIN	Chargeable Replacement Waste Bins	0	0	-1,288	-1,288	G
RPOOL	Ribblesdale Pool	846,580	46,017	70,698	24,681	R
RVPRK	Ribble Valley Parks	771,610	131,204	135,770	4,566	A
SDEPO	Salthill Depot	0	31,869	30,251	-1,618	G
SEATS	Roadside Seats	6,980	758	1,401	643	G
SIGNS	Street Nameplates & Signs	25,350	3,064	2,242	-822	G
SPODV	Sports Development	91,770	-1,974	13,745	15,719	R
SPOGR	Sports Grants	6,520	3,779	3,650	-129	G
STCLE	Street Cleansing	514,650	77,078	75,258	-1,820	G
TAFUT	Together an Active Future	0	17,946	21,138	3,192	A
TFRST	Waste Transfer Station	124,550	36,735	30,796	-5,939	R
TRREF	Trade Refuse	-21,900	-496,104	-476,133	19,971	R
TWOWR	Two Way Radio	0	616	1,288	672	G
VARIOUS	Car Parks Vehicles	0	1,955	1,172	-783	G
VARIOUS	Grounds Maintenance Vehicles	0	26,805	17,681	-9,124	R
VARIOUS	Other Car Parks	37,350	11,958	5,089	-6,869	R
VARIOUS	Pay and Display Car Parks	-170,120	-16,508	-25,595	-9,087	R
VARIOUS	Plant	0	8,152	6,365	-1,787	G
VARIOUS	Public Conveniences	227,530	43,251	38,145	-5,106	R

Cost Centre	Cost Centre Name	Net Budget for the full year	Net Budget to the end of the period	Actual including commitments to the end of the period	Variance	
VARIOUS	Refuse Collection Vehicles	0	164,558	141,347	-23,211	R
VARIOUS	Works Administration Vehicles	0	7,778	4,872	-2,906	A
VEHCL	Vehicle Workshop	0	-12,446	-12,849	-403	G
WBHEQ	Wellbeing & Health Equality	0	0	-1,562	-1,562	G
WKSAD	Works Administration	0	-16,192	-18,685	-2,493	A
XMASL	Xmas Lights & RV in Bloom	4,090	516	0	-516	G
	Sum:	5,743,850	644,401	595,437	-48,964	

Transfers to/from Earmarked Reserves				
Crime Reduction Partnership Reserve	-14,910	0	0	0
Refuse Collection Reserve	-6,530	2,440	21,879	19,439
Exercise Referral Reserve	-23,580	-5,896	-4,946	950
Amenity Cleansing Reserve	-39,430	0	-9,262	-9,262
Equipment Reserve	0	0	-4,643	-4,643
Repairs and Maintenance Reserve	0	0	-7,750	-7,750
Playing Pitch Strategy Reserve	0	0	-16,125	-16,125
Total after Transfers to/from Earmarked Reserves	5,659,400	640,945	574,590	-66,355

2.2 The variations between budget and actuals have been split into groups of red, amber and green variance. 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.

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

2.3 We have then extracted the main variations for the items included in the red shaded cost centres and shown them with the budget holder's comments and agreed action plans, in Annex 1.

2.4 The main variations for items included in the amber shaded cost centres are shown with budget holders' comments at Annex 2.

- 2.5 In summary the main areas of variance which are **unlikely** to rectify themselves by the end of the financial year are summarised below:

Description	Variance to end June 2023 £
<p>Trade Refuse Collection (TRREF) – There has been a reduction in demand for the commercial waste collection service of bins due to a combination of some businesses having closed down and others using alternative providers £43,505 and also the commercial collection by sacks and stickers £3,212. However, partly offsetting this is an increase in income for the collection of waste from charitable and not for profit organisations -£11,041.</p> <p>Take up of the bin hire scheme has been higher than estimated however, as invoices are raised for the year there may yet be some cancellations or credit notes issued -£18,151. After expenditure on trade waste bins the surplus/deficit will be transferred to/from an earmarked reserve.</p>	17,525
<p>Community Services Department (COMMD) – An underspend on salary and employer costs has occurred mainly due to vacancy savings of a few posts including Engineering Services Manager, Surveyors and the Director of Community Services. In addition, the pay award has not yet been settled but an allowance has been included in the budget, however this is expected to be reversed when the pay award is settled.</p>	-36,373
<p>Ribblesdale Pool (RPOOL) – Demand is lower than forecast for the delivery of swimming lessons to the public in the spring period by £9,282. The demand will continue to be monitored and the budget reviewed at revised estimate.</p> <p>It has not been possible to offer parent and child swimming lessons to the public due to an inability to secure the services of an appropriately trained instructor. Lessons are expected to recommence in September 2023 however, it is not expected that the income lost during this period will be regained £3,724.</p>	13,006
<p>Refuse Collection (RCOLL) -</p> <p>It has been necessary to use additional temporary staff, resulting in an overspend of £13,980, to cover for long term sickness absenteeism along with the impact of additional annual leave and a vacant loader's post. The overspend is partly offset by savings on refuse loaders wages -£6,621.</p>	7,359

3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an underspend of £48,964 for the first three months of the financial year 2023/24. After allowing for transfers to/from earmarked reserves the underspend is £66,355.

SENIOR ACCOUNTANT

CM11-23/HS/AC
14 August 2023

DIRECTOR OF RESOURCES
AND DEPUTY CHIEF EXECUTIVE

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
COMMD/0100	Community Services Department/Salaries	748,990	187,397	158,538	-28,859	Underspend mainly due to vacancy savings of a few posts including Engineering Services Manager, Surveyors and the Director of Community Services. Additionally, the pay award has not yet been settled but an allowance has been included in the budget.	The budget will be reviewed at revised estimate and adjusted to reflect the vacancies.
EALLW/2404	Edisford All Weather Pitch/Repair & Maintenance - Paths & Grounds	13,290	4,233	11,255	7,022	Overspend due to resurfacing of paths at the Edisford all-weather pitch site that were postponed in 2022/23 because of a prolonged period of bad weather.	The works are being funded from savings set aside in earmarked reserves at the end of 2022/23.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
MCAFE/2451	Museum Cafe/National Non Domestic Rates	5,690	5,690	0	-5,690	The Atrium Café is currently not occupied therefore business rates are not payable due to vacant occupation of a listed building.	Rates will become payable again on occupation, although there are currently no plans to award a concession at the café. The budget will be adjusted at revised estimate.
RCOLL/0130	Refuse Collection/Temporary Staff	12,980	3,246	17,226	13,980	It has been necessary to use additional temporary staff to cover for long term sickness absenteeism along with the impact of additional annual leave and a vacant loader's post.	The overspend is partly offset by savings on refuse loaders wages and the budget will also be reviewed at revised estimate.
RCOLL/0150	Refuse Collection/Loaders Wages	390,320	97,656	91,035	-6,621	Underspend a result of a vacant refuse loader's post.	The saving will partly offset the use of temporary staff to cover the vacancy.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
Refuse Collection Vehicles/2602	Various Refuse Collection Vehicles/ Vehicle Repairs & Maintenance	273,730	68,470	74,297	5,827	Repairs to date are higher than estimated for the refuse collection vehicle fleet.	Expenditure will continue to be monitored and a review of repairs and maintenance of the vehicle fleet carried out at revised estimate.
Refuse Collection Vehicles/2612	Various Refuse Collection Vehicles/ Diesel	321,160	80,324	54,480	25,844	Increase in the price of diesel forecast when the budget was prepared has not materialised, the price per litre having fallen in 2023/24.	Diesel prices will continue to be monitored and the budget reviewed at revised estimate.
RPBIN/2896	Chargeable Replacement W/Light Tools & Equipment	0	0	7,958	7,958	Cost of bins that are provided to householders.	Income received will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from an earmarked reserve.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RPBIN/8297n	Chargeable Replacement W/Sale of Equipment/Materials	0	0	-9,246	-9,246	Income from the sale of householder bins.	Income received will be offset against expenditure incurred in the purchase of the bins and the surplus/deficit transferred to/from an earmarked reserve.
RPOOL/0130	Ribblesdale Pool/Temporary Staff	56,010	14,013	26,663	12,650	It has been necessary to use additional temporary staff to provide cover for vacant posts of swimming instructors and a pool attendant.	Savings experienced in salary costs, particularly of instructors and pool attendants will offset the overspend.
RPOOL/2432	Ribblesdale Pool/Electricity	155,740	27,124	19,369	-7,755	Increase in the cost of electricity is lower than forecast when the budget was prepared.	Electricity prices will be reviewed at revised estimate and the budget adjusted accordingly.
RPOOL/8542I	Ribblesdale Pool/Courses	-126,230	-38,601	-29,319	9,282	Lower demand than forecast for the delivery of swimming lessons to the public.	Demand will continue to be monitored and the budget reviewed at revised estimate.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
RVPRK/2809	Ribble Valley Parks/Non Recurring Purchases of Equipment etc	0	0	9,262	9,262	Replacement of cast iron litter bins in the Castle Grounds.	The bins are being funded by grant monies received for High Street Community Clean-up, previously set aside in an earmarked reserve.
SPODV/3085	Sports Development/Consultants	0	0	16,125	16,125	Consultants used to produce a playing pitch strategy to ensure that the provision of outdoor playing pitches meets the local needs of existing and future residents.	The expenditure will be funded from monies set aside in 2022/23 for this purpose.
TRREF/8411z	Trade Refuse/Trade Waste Collection (Commercial)	-340,960	-340,960	-297,455	43,505	Reduction in demand for the service due to a combination of some businesses having closed down and others using alternative providers.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.

Community Committee Budget Monitoring – Red Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
TRREF/8595z	Trade Refuse/Trade Waste Collection (Charitable)	-80,450	-80,450	-91,491	-11,041	Increase in demand for the service; invoices have been raised for the full year, however it is expected there will be some cancellations during the year causing credit notes to be issued.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.
TRREF/8597n	Trade Refuse/Bin Hire Scheme	-2,440	-2,440	-20,591	-18,151	Take up of the bin hire scheme is higher than estimated when the budget was prepared. As invoices are raised for the year there may yet be some cancellations or credit notes issued.	The budget will be reviewed at revised estimate, taking into consideration the issue of actual and estimated future credit notes.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
CHUCP/2447	Church Walk Car Park/Ground Rents	9,380	9,380	6,500	-2,880	An expected increase to the rental charge has not materialised.
CHUCP/2451	Church Walk Car Park/National Non Domestic Rates	17,100	17,100	14,721	-2,380	Reduction in business rates following a review of the rateable values by the Valuations Office Agency.
COMMD/0108	Community Services Department/National Insurance Salaries	78,440	19,623	15,793	-3,830	Underspend mainly due to vacancy savings of a few posts within the department. Additionally, the pay award has not yet been settled but an allowance has been included in the budget.
COMMD/0109	Community Services Department/Superannuation Salaries	110,940	27,756	24,072	-3,684	Underspend mainly due to vacancy savings of a few posts within the department. Additionally, the pay award has not yet been settled but an allowance has been included in the budget.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
COMMD/1057	Community Services Department/Gratuities	0	0	4,753	4,753	Honoraria paid to staff covering duties of senior posts.
COMMD/3085	Community Services Department/Consultants	0	0	3,357	3,357	Consultants used to carryout surveying work in respect of disabled facilities due to a vacant surveyor’s post.
DUNCP/8420n	Dunsop Bridge, Car Park/Car Park Charges	-9,390	-2,926	-414	2,512	Lower income has been collected at this car park due to difficulties in the new pay and display machine receiving a mobile signal, which is necessary in order to fully operate.
EDFCP/8420n	Edisford Car Park/Car Park Charges	-90,550	-18,943	-23,623	-4,680	Higher then estimated demand for use of this car park.
EDPIC/8805I	Edisford Picnic Area/Land Rents	-13,130	-13,130	-10,000	3,130	Following a tendering exercise for the catering concession at Edisford Picnic Site the annual fee is lower than forecast.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
MCAFE/8718l	Museum Cafe/Catering Concession	-16,330	-4,083	0	4,083	Reduction in income due to the catering concession not being occupied.
PAPER/8297n	Waste Paper and Card Col/Sale of Equipment/Materials	-18,180	-3,032	-6,844	-3,812	Income higher than forecast due to increase in the waste paper price per tonne collected.
PCADM/2475	Public Conveniences Administration/General Cleaning	86,330	20,971	18,965	-2,006	Lower expenditure on cleaning of the drains at the public conveniences.
RPOOL/0180	Ribblesdale Pool/Pool Attendants Wages	78,510	19,643	17,260	-2,383	Underspend in wages due to vacancy savings, this will partly offset the overspend in temporary staff.
RPOOL/0210	Ribblesdale Pool/Instructors Wages	48,490	12,124	7,468	-4,656	Underspend in wages due to vacancy savings, this will partly offset the overspend in temporary staff.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RPOOL/2881	Ribblesdale Pool/Purchase of Equipment & Materials	5,630	1,809	6,478	4,669	Overspend due to the purchase of a solar powered barrier installed at the site entrance to be funded from underspends set aside in 2022/23 for this purpose.
RPOOL/8532I	Ribblesdale Pool/Hire of Baths - Clubs	-47,050	-47,050	-44,172	2,878	Reduction in hours the pool is being hired by swimming clubs.
RPOOL/8571n	Ribblesdale Pool/Adult Admissions	-89,290	-19,652	-17,094	2,558	Income is less than forecast due to a lower number of admissions: there have been problems with the filter system which has caused cloudiness in the pool and has adversely impacted on opening times.
RPOOL/8572n	Ribblesdale Pool/Junior Admissions	-62,670	-14,276	-10,666	3,610	Income is less than forecast due to a lower number of admissions: there have been problems with the filter system which has caused cloudiness in the pool and has adversely impacted on opening times.
RPOOL/8904I	Ribblesdale Pool/Parent and Child Swimming Lessons	-14,780	-3,700	24	3,724	Due to difficulties in securing specialised trained instructors it has not been possible to offer parent and child swimming lessons.

Community Committee Budget Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Budget for the Full Year	Budget to the end of the period	Actual including commitments to the end of the period	Variance	Reason for Variance
RVPRK/5056	Ribble Valley Parks/Grounds Maintenance	499,260	124,927	122,697	-2,230	Recoverable hours worked by the Grounds Maintenance team at the parks is lower than estimated.
SDEPO/2432	Salthill Depot/Electricity	45,260	7,550	3,781	-3,769	Increase in the cost of electricity is lower than forecast when the budget was prepared.
TAFUT/3079	Together an Active Future/Other Contract Payments	35,000	17,500	21,049	3,549	Increase in expenditure on use of third parties for delivery of activities; this will be funded from additional grant support.
TFRST/0110	Waste Transfer Station/Wages	22,960	5,739	2,610	-3,129	Lower expenditure on wages due to reduced pay as a result of long-term sickness absence.
TRREF/8410z	Trade Refuse/Commercial Collection Sacks & Stickers	-30,270	-7,572	-4,360	3,212	Reduced demand for this service has resulted in lower income than forecast.