

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No 7

meeting date: 5 SEPTEMBER 2019
 title: REVENUE MONITORING 2019/20
 submitted by: DIRECTOR OF RESOURCES
 principal author: VALERIE TAYLOR

1 PURPOSE

1.1 To let you know the position for the period April 2019 to July 2019 of this year's original 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 July. You will see an overall overspend of £41,714 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 there is an overspend of £12,765.

Cost Centre	Cost Centre Name	Net Budget for the Full Year	Net Budget to the end of period	Actual including Commitments to the end of the period	Variance
AONBS	Area of Outstanding Natural Beauty	15,530	0	0	0
BCFEE	Building Control Fee Earning	15,290	-49,659	-42,810	6,849
BCNON	Building Control Non-Fee Earning	70,250	1,327	1,146	-181
BCSAP	Building Control SAP Fees	-410	-136	0	136
CINTR	Clitheroe Integrated Transport Scheme	7,250	396	0	-396
CONSV	Conservation Areas	8,400	0	0	0
COUNT	Countryside Management	51,990	3,494	3,343	-151
ECPLA	Economic Development and Planning Dept	0	325,434	322,485	-2,949
LDEVE	Local Development Scheme	120,780	0	0	0
LNPLA	Longridge Neighbourhood Plan Referendum	0	20,000	20,000	0

Cost Centre	Cost Centre Name	Net Budget for the Full Year	Net Budget to the end of period	Actual including Commitments to the end of the period	Variance
PENDU	Pendle Hill User Group	0	0	5,940	5,940
PLANG	Planning Control & Enforcement	-11,790	-210,228	-177,762	32,466
PLANP	Planning Policy	106,700	0	0	0
PLSUB	Grants & Subscriptions - Planning	8,040	0	0	0
	SUM	392,030	90,628	132,342	41,714

Transfers to/from Earmarked Reserves				
Building Control Fee Earning Reserve	-15,290	49,659	42,810	-6,849
Planning Reserve – Local development scheme	-11,200	0	0	0
Pendle Hill User Reserve – Held on behalf of AONB	0	0	-940	-940
Pendle Hill Landscape Partnership Reserve – Held on behalf of AONB	0	0	-5,000	-5,000
Planning Reserve – Spend on consultancy costs above the original estimate, generally met from earmarked reserve	0	0	-16,160	-16,160
Total after Transfers to/from Earmarked Reserves	365,540	140,287	153,052	12,765

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 variances that are **unlikely** to rectify themselves by the end of the financial year are shown below:

Description	Variance to end July 2019 £
<p>Planning Control & Enforcement (PLANG) - Consultants</p> <p>There has been an overspend on planning consultancy costs in respect of the Henthorn application in Clitheroe.</p> <p>Spend on consultants, which is above that allowed for in the budget, is generally funded from the Planning earmarked reserve. As such, the budget and movement in earmarked reserves will be reviewed as part of the revised estimate.</p>	16,160
<p>Pendle Hill User Group – paths and grounds (PENDU)</p> <p>Costs for improvement works to footpaths on Pendle Hill which will be funded from reserves held on behalf of AONB. The budget and earmarked reserves will be reviewed at revised estimate.</p>	5,940
<p>Building Control – consultants (BCFEE)</p> <p>An external consultancy service has been engaged within the Building Control section to provide cover during periods of recruitment and the internal and external training of a new employee of the service. The requirement for the continuing use of the external consultancy service will be subject to ongoing review and the budget forecast for the year will be updated at revised estimate.</p>	6,828

3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an overspend of £41,714 to July 2019 of the financial year 2019/20. After allowing for transfers to/from earmarked reserves there is an overspend of £12,765.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD8-19/LO/AC
28 August 2018

Planning and Development 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
PENDU/2404	Pendle Hill User Group/Repair & Maintenance - Paths & Grounds	0	0	5,940	5,940	Costs for improvement works to footpaths at Pendle Hill which have been approved by the Pendle Hill Landscape Partnership, the costs of which will be fully met from earmarked reserves held on behalf of AONB.	The budget and earmarked reserves will be reviewed as part of the revised estimate.
BCFEE/3085	Building Control Fee Earning/Consultants	1,130	378	7,206	6,828	An external consultancy service has been engaged within the Building Control section to provide cover during periods of recruitment and the internal and external training of a new employee of the service.	The requirement for continuing use of the external consultancy service will be subject to ongoing review. The budget forecast for the year will be updated at revised estimate.
PLANG/8404u	Planning Control & Enforcement/Planning Fees	-691,570	-230,706	-218,362	12,345	Planning fee income is currently showing as lower than the budget. The budget is split evenly across the year for planning income and reflects the inability to forecast exactly when planning income will be received. It is too early in the year to forecast what the likely outturn for the year on planning fees will be.	We will continue to closely monitor the level of planning fee income received, and will review the budget level to best reflect the latest forecasts at the time of the Revised Estimate.
PLANG/3085	Planning Control & Enforcement/Consultants	9,090	9,090	25,250	16,160	Actual to the end of July are for costs in relation to a planning appeal at Henthorn Road, Clitheroe.	Spend on consultants, which is above that allowed for in the budget, is generally funded from the Planning earmarked reserve. As such, the budget and movement in earmarked reserve will be reviewed as part of the revised estimate.

Planning and Development 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	Indicator	Reason for Variance
ECPLA/0109	Economic Development and Planning Dept/Superannuation Salaries	117,500	39,196	35,450	-3,746		This variance is a combination of lower take up of the superannuation scheme than allowed for in the budget and employee vacancy savings which exceed that estimated.
PLANG/3261	Planning Control & Enforcement/Statutory Notices	21,970	7,322	10,632	3,310		Both the number and the cost of units in the first four months of the year for statutory notices are higher than anticipated. The budget will be reviewed at revised estimate.
PLANG/8495n	Planning Control & Enforcement/Pre-Application Advice	-50,430	-16,822	-12,750	4,072		The budget forecast for this year has been set based on the requirement to fund an increase in hours of the pre-application officer post from a part-time to a full-time position as approved by P&F Committee in June 2018. Income is currently falling below target.