

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No 11

meeting date: 12 MARCH 2020  
 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 January 2020 of this year's revised 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 revised estimate for the period to the end of January. You will see an overall underspend of £57,148 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 underspend of £55,613.

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	15,730	0	0	0
BCFEE	Building Control Fee Earning	41,520	-105,869	-112,180	-6,311
BCNON	Building Control Non Fee Earning	69,920	4,740	4,810	70
CINTR	Clitheroe Integrated Transport Scheme	7,300	5,250	0	-5,250
CONSV	Conservation Areas	8,830	0	0	0
CORES	Core Strategy	20,000	16,668	18,817	2,149
COUNT	Countryside Management	53,250	18,685	13,475	-5,210
ECPLA	Economic Development and Planning Dept	1,750	742,960	733,818	-9,142
LDEVE	Housing and Economic Development DPD	184,640	75,380	75,380	0
LNPLA	Longridge Neighbourhood Plan Referendum	0	0	0	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	42,240	42,240	42,240	0
PLANG	Planning Control & Enforcement	13,090	-506,892	-538,239	-31,347
PLANP	Planning Policy	100,650	2,192	89	-2,103
PLSUB	Grants & Subscriptions - Planning	10,380	10,380	10,375	-5
<b>Net Cost of Services</b>		<b>569,300</b>	<b>305,734</b>	<b>248,586</b>	<b>-57,148</b>

Transfers to/from Earmarked Reserves				
Building Control Fee Earning Reserve	-41,520	105,869	112,180	<b>6,311</b>
Planning Reserve (Core Strategy)	-20,000	-16,668	-18,817	<b>-2,149</b>
Planning Reserve (Local Development Plan)	-31,870	-31,870	-31,870	<b>0</b>
Planning Reserve (Consultants)	-37,730	-37,730	-40,357	<b>-2,627</b>
Pendle Hill User Reserve	-22,240	-22,240	-22,240	<b>0</b>
Pendle Hill Landscape Partnership	-20,000	-20,000	-20,000	<b>0</b>
<b>Total after Transfers to/from Earmarked Reserves</b>	<b>395,940</b>	<b>283,095</b>	<b>227,482</b>	<b>-55,613</b>

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)	<b>R</b>
Variance between £2,000 and £4,999 (Amber)	<b>A</b>
Variance less than £2,000 (Green)	<b>G</b>

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:

<b>Description</b>	<b>Variance to end January 2020 £</b>
<b>Clitheroe Integrated Transport Scheme/ Grants to Precepting Bodies</b>  Since the opening of the Clitheroe Interchange in 2000 the Council have made a contribution to Lancashire County Council towards the facility. In 2018 LCC took the decision that it could no longer support this facility or the staff who provide the service. The office closed earlier this year and as such this contribution will not be provided.	5,250

### 3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an underspend of £57,148 to January 2020 of the financial year 2019/20. After allowing for transfers to/from earmarked reserves there is an underspend of £55,613.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD5-20/LO/AC  
27 February 2020

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
PLANG/8404u	Planning Control & Enforcement/Planning Fees	-678,920	-565,812	-599,460	-33,648	Higher than anticipated income received up to the end of January 2020. The budget estimate is based on an average of historical income received over the previous three years.	Planning income levels fluctuate month to month and vary greatly depending on whether applications are received in respect of major developments. Income levels will continue to be monitored on a monthly basis and will be used to inform future estimates.
CINTR/4677	Clitheroe Integrated Transport Scheme/Grants to Precepting Bodies	5,250	5,250	0	-5,250	Since the opening of the Clitheroe Interchange in 2000 the Council have made a contribution to Lancashire County Council towards the facility. In 2018 LCC took the decision that it could no longer support this facility or the staff who provide the service. The office closed earlier this year and as such this contribution will not be provided.	The contribution for the 2019/20 financial year has not been provided.

## 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	Reason for Variance
COUNT/4678	Countryside Management/Grants to Voluntary, Comm & Soc Ent Orgs	13,300	10,331	5,432	-4,899	Applications received from organisations for grant assistance to January are lower than that allowed for in the budget. The budget is likely to underspend this financial year as only two further grant applications for £2,000 and £248 are currently expected before March 2020. There is no formal grant scheme in place for this budget. Any requests are considered by committee on an ad-hoc basis.
ECPLA/0100	Economic Development and Planning Dept/Salaries	678,210	560,406	556,550	-3,856	Vacancy savings in the posts of Assistant Planning Officer (interviews to be held in February), Pre-Planning Advice Officer, Planning Administration Assistant and Regeneration Policy Officer (interviews to be held in March) exceed that built in to the budget at 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	Reason for Variance
ECPLA/1013	Economic Development and Planning Dept/Tuition Fees	6,230	5,192	1,651	-3,541	Requirements for external training/ tuition fees within the Economic Development and Planning Department are lower than that allowed for within the budget estimate to the end of January. Recruitment is currently underway to fill a number of vacant posts within the department and some of this budget may be required once an assessment to identify the training needs of new employees has taken place, although it is possible that related expenditure may not be before the end of the financial year.
CORES/3085	Core Strategy/Consultants	20,000	16,668	18,817	2,149	This budget was established for expenditure on consultancy support to undertake a Strategic Housing and Economic Needs Assessment (SHENA) in line with the commitment set out in the Core Strategy (Emergency Committee August 2019). Although costs are currently within the annual budget provision it is anticipated that there may be a small overspend by March 2020 (to be funded through virements from other budgets).

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	Reason for Variance
PLANP/3287	Planning Policy/Local Plan Costs	2,630	2,192	84	-2,108	This budget is available to fund ad-hoc planning policy issue expenditures. It is anticipated that it may be required before the end of the financial year to fund a potential overspend on core strategy consultancy support in respect of the Strategic Housing and Economic Needs Assessment (SHENA) - above.
PLANG/3085	Planning Control & Enforcement/Consultants	46,820	46,820	49,447	2,627	Additional planning legal costs incurred above that accounted for at revised estimate. Consultancy expenditure above that originally estimated is generally funded from the planning earmarked reserve.