

# RIBBLE VALLEY BOROUGH COUNCIL

## REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

Agenda Item No 7

meeting date: 24 SEPTEMBER 2020  
 title: REVENUE MONITORING 2020/21  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: VALERIE TAYLOR

### 1 PURPOSE

1.1 To let you know the position for the period April 2020 to August 2020 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 August. You will see an overall underspend of £90,390 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 £44,475.

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	15,720	0	0	0
BCFEE	Building Control Fee Earning	16,150	-67,419	-66,662	757
BCNON	Building Control Non-Fee Earning	69,240	1,100	1,071	-29
CINTR	Clitheroe Integrated Transport Scheme	7,360	494	0	-494
CONSV	Conservation Areas	8,510	0	0	0
CORES	Core Strategy	0	0	2,000	2,000
COUNT	Countryside Management	53,050	4,364	3,754	-610
ECPLA	Economic Development and Planning Dept	0	405,828	358,519	-47,309
LPLAN	Local Plan	304,160	79,212	50	-79,162
PLANG	Planning Control & Enforcement	-21,600	-284,653	-189,825	94,828

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
PLANP	Planning Policy	107,370	1,119	0	-1,119
PLSUB	Grants & Subscriptions - Planning	10,580	10,580	0	-10,580
PRIML	Primrose Lodge	0	0	-48,672	-48,672
<b>Sum:</b>		<b>570,540</b>	<b>150,625</b>	<b>60,235</b>	<b>-90,390</b>

Transfers to/from Earmarked Reserves				
Building Control Fee Earning Reserve	-16,150	67,419	66,662	<b>-757</b>
Planning Reserve – Core Strategy	0	0	-2,000	<b>-2,000</b>
Capital Reserve – Primrose Lodge (S106)	0	0	48,672	<b>48,672</b>
<b>Total after Transfers to/from Earmarked Reserves</b>	<b>554,390</b>	<b>218,044</b>	<b>173,569</b>	<b>-44,475</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:

Description	Variance to end August 2020 £
<p><b>Economic Development &amp; Planning Department (ECPLA) – Salaries</b></p> <p>Approximately £8k of this variance will resolve once backpay has been processed for the recently agreed local government pay award. The remaining variance has arisen from vacancy savings within the department that exceed the estimate built in to the budget for the period. Salary forecasts will be reviewed and updated at revised estimate.</p>	-37,400
<p><b>Planning Control &amp; Enforcement (PLANG) - Income</b></p> <p>Income from pre-application advice and planning fees are below budget by £7k and £95k respectively for the period.</p> <p>Planning income has been impacted significantly this year by the coronavirus pandemic and subsequent slowdown in the economy and it is unlikely that the budget will be achieved by the end of the financial year. Income levels are being monitored on a monthly basis and the forecast for the 2020/21 outturn will be updated at revised estimate.</p>	101,415

### 3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an underspend of £90,390 to August 2020 of the financial year 2020/21. After allowing for transfers to/from earmarked reserves there is an underspend of £44,475.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD8-20/VT/AC  
14 September 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
LPLAN/3085	Local Plan/Consultants	178,000	74,208	0	-74,208	Work on the local plan has been delayed as a result of diversion of staff resources to Covid 19 response. The Pandemic has also introduced delays in working with suppliers to progress commissioning. A key piece of work for this year is the commissioning of the Sustainability Consultancy which was due to be commissioned at the end of August. This commission has been held due to the government publishing its proposals to reform the planning system, the implications of which need to be considered in terms of overall time-frames and avoiding the risk of undertaking abortive work for the local plan. This will be subject to a report to committee in due course.	A report will be submitted to committee in due course.
PRIML/8584z	Primrose Lodge/Use of Commuted Sum	0	0	-48,672	-48,672	Release of section 106 monies to be used for the primrose lodge capital scheme. An associated movement in reserve will transfer the funds to the capital reserve to finance capital expenditure on the scheme that has occurred during the 2020/21 financial year.	The income and associated movement in reserve will be brought in to the budget at revised estimate.

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
ECPLA/0100	Economic Development and Planning Dept/Salaries	720,150	300,229	262,829	-37,400	£8k of this variance is due to the late implementation of the pay award. The remaining underspend is the result of vacancy savings within the department that exceed the 4% estimate built into the budget. The vacancy savings result from four posts which were vacant throughout the April to August period (Assistant Planning Officer, Pre-Planning Advice and Regeneration Policy Officers and the Planning Admin Assistant).	The pay award has recently been agreed and once backpay has been processed part of this variance will resolve. Recruitment is currently underway for two of the vacant posts and the budget will be updated at revised estimate to account for vacancy savings for the year to date.
PLSUB/3013	Grants & Subscriptions - Planning/ Subscriptions	10,580	10,580	0	-10,580	The annual invoice for 2020/2021 planning archaeological advice has not yet been received.	The supplier has been contacted and the invoice will be processed in due course.
PLANG/8495n	Planning Control & Enforcement /Pre- Application Advice	-51,930	-22,578	-15,850	6,728	Planning income has been impacted by the coronavirus pandemic and subsequent slowdown in the economy which has resulted in a significant variance to the amount of income received for the April to August period.	Income levels will continue to be monitored closely on a monthly basis and the forecast for 2020/21 outturn will be updated at revised estimate.
PLANG/8404u	Planning Control & Enforcement/ Planning Fees	-678,920	-283,039	-188,352	94,687		

## 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
LPLAN/3090	Local Plan/Legal	10,000	4,169	0	-4,169	Please see comments under LPLAN/3085 for a general update on the local plan for this year. Specifically, Legal advice would be sought further on in the plan making process and no expenditure has been necessary to date.
PLANG/3085	Planning Control & Enforcement/Consultants	9,270	3,865	425	-3,440	Cost of defending planning appeals lower than allowed for in the budget to the end of August.
CORES/3085	Core Strategy/Consultants	0	0	2,000	2,000	The estimated expenditure on the Strategic Housing and Economic Needs Assessment (SHENA) has finalised over budget. An underspend within the Planning Policy Local Plan budget during 2019/20 has been moved to the planning reserve to fund this expenditure falling into the 2020/21 financial year.
ECPLA/0109	Economic Development and Planning Dept/Superannuation Salaries	114,680	47,811	45,076	-2,735	There has been an underspend on employer superannuation liability due to the late implementation of the pay award and a number of employee vacancies during the period (see ECPLA/0100).
BCFEE/8405n	Building Control Fee Earning/Building Regulation Fees	-169,150	-75,220	-70,407	4,813	Demand for building regulation services is lower than prior year averages as an impact of the coronavirus pandemic. The income is being monitored on a monthly basis.