

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PLANNING AND DEVELOPMENT COMMITTEE

meeting date: 16 MARCH 2023  
 title: REVENUE MONITORING 2022/23  
 submitted by: DIRECTOR OF RESOURCES  
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## 1 PURPOSE

1.1 To let you know the position for the period April 2022 to January 2023 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 £77,407 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 £35,525.

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	18,230	0	0	0	G
BCFEE	Building Control Fee Earning	-13,010	-161,584	-169,676	-8,092	R
BCNON	Building Control Non Fee Earning	73,300	4,349	5,023	674	G
CONSV	Conservation Areas	9,450	0	0	0	G
COUNT	Countryside Management	59,780	30,602	24,984	-5,618	R
ECPLA	Economic Development and Planning Dept	0	1,028,115	1,015,298	-12,817	R
LPLAN	Local Plan	294,510	139,654	34,814	-104,840	R
PLANG	Planning Control & Enforcement	325,320	-345,766	-290,222	55,544	R
PLANP	Planning Policy	100,620	2,342	87	-2,255	A

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	
PLSUB	Grants & Subscriptions - Planning	10,840	10,840	10,837	-3	G
	<b>Net cost of services</b>	<b>879,040</b>	<b>708,552</b>	<b>631,145</b>	<b>-77,407</b>	

Transfers to/from Earmarked Reserves				
Building Regulation Reserve	13,010	161,584	169,676	8,092
Planning Reserve	-6,820	0	0	0
Local Plan Reserve	-167,570	-139,654	-34,814	104,840
<b>Total after Transfers to/from Earmarked Reserves</b>	<b>717,660</b>	<b>730,482</b>	<b>766,007</b>	<b>35,525</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)	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 January 2023 £
<p><b>Countryside Management (COUNT)</b> A countryside management grant budget of £13,840 is available for the 2022/23 financial year to support conservation projects that are approved by Planning and Development Committee for grant funding.</p> <p>Requests for financial support for the period to January have been lower than the budget available and the grant fund will underspend this financial year.</p>	-7,380

Description	Variance to January 2023 £
<p><b>Local Plan (LPLAN)</b> Underspend caused by the timing of local plan expenditures that are now expected to fall into a future financial year. The underspend is mainly within the budget that is available for consultancy support for the production of evidence based documents that are required to progress the local plan.</p> <p>Extra resource has been contracted in to move the plan forward. Quotes have also been sought for the Strategic Flood Risk Assessment which will be contracted soon and the tenders are being sought for the SHELA on the ESPO Framework with tender returns by the beginning of March.</p>	-104,840
<p><b>Local Plan Earmarked Reserve</b> Funds available for the local plan are set aside in earmarked reserves. After accounting for the reduced release from the reserve for the period to January the variance for the year is reduced to nil.</p>	104,840

### 3 CONCLUSION

- 3.1 The comparison between actual and budgeted expenditure shows an underspend of £77,407 to January 2023 of the financial year 2022/23. After allowing for transfers to/from earmarked reserves there is an overspend of £35,525

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

PD6-23/VT/AC  
6 March 2023

## 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	158,960	132,478	34,733	-97,745	<p>This budget is available for the cost of engaging consultants to produce a number of evidence-based documents to support progression of the local plan (per the estimated timeline set out in the Local Development Scheme May 2022).</p> <p>The production of the Local Plan has been delayed slightly due to staffing changes, however extra resource has been contracted in to move the Local Plan forward.</p>	<p>Quotes have been sought for the Strategic Flood Risk Assessment which will be contracted soon and the tenders are being sought for the SHELA on the ESPO Framework with tender returns by the beginning of March.</p> <p>The approved local plan budget is set aside in earmarked reserves and will be released in the year (s) that expenditures occur.</p>
LPLAN/2981	Local Plan/Postages	6,660	5,550	81	-5,469	<p>Underspend on the budget available for consultation postage expenditures.</p>	<p>The local plan budget will be reviewed and updated during 2023/24 in line with the 2023 Local Development Scheme that is due to be submitted to this Committee early summer 2023.</p>

## 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
COUNT/ 4678	Countryside Management/ Grants to Voluntary, Comm & Soc Ent Orgs	13,840	12,380	5,000	-7,380	Payments for countryside management grant assistance are lower than that allowed for in the budget for the period to January. There is no formal countryside management grant scheme in place, with any requests for support being considered by this committee on an ad-hoc basis.	Information concerning countryside management grants is available on the council's website. Any grant applications received will be presented to committee for consideration at future meetings. The budget will underspend this financial year.
ECPLA/ 0100	Economic Development and Planning Dept/ Salaries	934,800	756,810	750,281	-6,529	Council staffing budgets at revised estimate assume average vacancy underspends of 2% across the authority on estimated costs element. Actual underspends for the period to January have exceeded that built into the budget estimate.	Salary budgets will continue to be monitored and final outturn will be reported to committee following the end of the financial year.

### 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	-458,820	-382,380	-353,868	28,512	As the current local plan sites have largely been delivered on the council is receiving a lower number of major planning applications. Estimated income from planning fees was therefore reduced by 32% (or £220k) at the revised estimate. Actual income levels for the period to January are lower than that estimated. However, planning fees received after the January period cut-off suggest it is expected that by the end of the financial year the revised estimate will be achieved	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.
PLANG/ 8495n	Planning Control & Enforcement/ Pre-Application Advice	-31,720	-26,436	-20,796	5,640	Demand for the pre-application advice service is lower than estimated for the reason above.	Per above.
PLANG/ 3085	Planning Control & Enforcement/ Consultants	16,560	13,799	34,867	21,068	Higher expenditure on planning consultancy/ legal fees than the budget estimate due to expenditure on a planning enforcement matter.	The council has submitted cost claims for a recent court case and planning hearing which will be determined in due course.

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
BCFEE/ 8405n	Building Control Fee Earning/ Building Regulation Fees	-205,010	-171,730	-174,117	-2,387	<p>Demand for building control services is higher than the three-year average upon which the estimate is based for the November-January period.</p> <p>An analysis of recent application numbers suggest a slight slowing of the number of applications being submitted, possibly as higher interest rates begin to tell on the building industry. While income is currently higher than the budget estimate for the period to January, it is expected that by the end of the financial year the slow down due to the economy will result in a minimal surplus on the income stream.</p>
PLANP/ 3287	Planning Policy/ Local Plan Costs	2,810	2,342	87	-2,255	<p>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 contribute towards the cost of agency support that has been engaged to work on the Local Plan.</p>