

GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY JOINT COMMITTEE

To: Joint Committee

On: 22 January 2024

Report by: The Treasurer and the Head of Economy and Development

Heading: Revenue Budget Monitoring Report to 10 November 2023

1. Summary

- 1.1 The forecast position for Clydeplan by 31 March 2024 is a projected underspend of £174k, as explained on appendix 1.

2. Recommendations

- 2.1 Members are asked to:
- a) Consider and note the report; and
 - b) Approve the supplementary requisition discount proposed at section 4.2.

3. Budget Adjustments

- 3.1 There have been no budget adjustments since the start of the financial year.

4. Budget Performance

Projected Year-end Position	£174k Favourable
<i>Previously Reported</i>	<i>£73k Favourable</i>

- 4.1 Appendix 1 below shows a projected underspend in Employee Costs of £257k. While the recently agreed pay award for local government staff has now been factored into the forecast, this is offset by vacancies, including two Strategic Planner posts and two management posts, where the working assumption is that these posts will not be filled in this financial year.

This forecast underspend is partially offset by overspends in Supplies and Services, mainly due to an increase in audit fees, computer maintenance costs

and Transfer Payments relating to the funding of a Green Network Partnership Development Officer post, previously approved by the Joint Committee. The result is an overall projected underspend for 2023/24 of £174k.

- 4.1 In light of this significant in-year underspend projection generated mainly by the vacant posts, a supplementary requisition discount of £15k per constituent authority is proposed for 2023/24. This would result in an under-recovery of budgeted requisition income of £120k and the consequential projected outturn position and impact on uncommitted reserves is demonstrated in Appendix 2.
- 4.2 Member authorities have not yet been billed for their 2023/24 requisitions; invoices have been held pending the Joint Committee's approval of this proposal. If agreed, 2023/24 requisition invoices will be issued as soon as possible after the meeting.

APPENDIX 1

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2023/24
1 April 2023 - 10 November 2023

GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY

Core Operations	Approved Budget	Year to Date Actual	Projected Full Year Actual	Projected Full Year Variance Adverse / (Favourable)	Projection at Period 5	Movement in Projection Adverse / (Favourable)
	£000	£000	£000	£000	£000	£000
Employee Costs	493	135	236	257	360	(124)
Property Costs	20	1	21	(1)	20	1
Transport Costs	1	0	1	0	1	0
Supplies and Services	27	11	60	(33)	38	23
Transfer Payments	2	48	49	(47)	49	(0)
Support Costs	24	3	26	(2)	25	0
Gross Expenditure	567	198	393	174	494	(101)
Council Requisitions	(544)	(68)	(544)	0	(544)	0
Other Income	(3)	0	(3)	0	(3)	0
Gross Income	(547)	(68)	(547)	0	(547)	0
TRANSFER (TO)/FROM RESERVES	20	130	(154)	174	(53)	(101)

Summary of in-year Movement in Reserves		£000s
Opening Revenue Reserve at 1 April 2023		(389)
Budgeted Draw on Reserves		20
Projected Year-end variance		(174)
Closing Revenue Reserve at 31 March 2024		(543)
% of Operating Income		99.3%

Employee Costs: Includes direct employee costs such as salary costs, overtime and indirect employee costs such as training, recruitment advertising

Property Costs: Includes expenses directly related to the running of premises and land, eg rates, rents and leases, utilities, contract cleaning

Transport Costs: Includes all costs associated with the provision, hire or use of transport, including travelling allowances, taxi and car hire costs and staff mileage

Supplies and Services: Includes all supplies and service expenses, such as ICT costs, and administrative costs such as stationery, postages, printing and advertising

Transfer Payments: Includes costs of payments for which no good or services are received in return e.g. Apprenticeship Levy

Support Costs: Includes central support charges e.g. Renfrewshire Council SLA and telephony recharges

RENFREWSHIRE COUNCIL
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Core Operations	Approved Budget	Year to Date Actual	Projected Full Year Actual	Budget Variance	P5 Period Projection	Movement in Projection Adverse / (Favourable)
	£000s	£000s	£000s	£000s	£000s	£000s
Employee Costs	493	135	236	257	360	(124)
Property Costs	20	1	21	(1)	20	1
Transport Costs	1	0	1	0	1	0
Supplies and Services	27	11	60	(33)	38	23
Transfer Payments	2	48	49	(47)	49	0
Support Costs	24	3	26	(2)	25	0
Gross Expenditure	567	198	393	174	494	(100)
Council Requisitions	(544)	(68)	(424)	(120)	(544)	120
Other Income	(3)	0	(3)	0	(3)	0
Gross Income	(547)	(68)	(427)	(120)	(547)	120
TRANSFER (TO)/FROM RESERVES	20	130	(34)	54	(53)	20

Summary of in-year Movement in Reserves		£000s
Opening Revenue Reserve at 1 April 2023		(389)
Budgeted Draw on Reserves		20
Projected Year-end variance		(54)
Closing Revenue Reserve at 31 March 2024		(423)
% of Operating Income		99.1%