

Notice of Meeting and Agenda Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee.

Date	Time	Venue
Monday, 11 December 2023	11:15	Remotely by MS Teams,

MARK CONAGHAN
Clerk

Membership

Councillor Lawrence O'Neill (Convener); Councillor David Wilson (Vice-Convener).

Councillor Jim Gibbons and Councillor Alan Moir (East Dunbartonshire Council); Councillor Paul Edlin and Councillor Colm Merrick (East Renfrewshire Council); Councillor Kenny McLean and Councillor Ken Andrew (Glasgow City Council); Councillor Chris Curley (Inverclyde Council); Councillor Tom Fisher and Councillor Allan Stubbs (North Lanarkshire Council); Councillor John McNaughtan and Councillor Jim Paterson (Renfrewshire Council); Councillor Richard Nelson and Councillor Robert Brown (South Lanarkshire Council); and Councillor Gurpreet Singh Johal (West Dunbartonshire Council).

Further Information - online meetings only

This meeting is on-line only but is a meeting which is open to members of the public by prior arrangement. A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at <http://renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx>

For further information, please email democratic-services@renfrewshire.gov.uk

Members of the Press and Public - contact details

Members of the press and public wishing to attend the meeting should contact democratic-services@renfrewshire.gov.uk to allow the necessary arrangements to be made.

Items of business

Apologies

Apologies from members.

Declarations of Interest and Transparency Statements

Members are asked to declare an interest or make a transparency statement in any item(s) on the agenda and to provide a brief explanation of the nature of the interest or the transparency statement.

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|----------|--|----------------|
| 1 | Minutes | 5 - 10 |
| | Minute of meeting of the Joint Committee held on 11 September 2023 and Minute of special meeting of the Joint Committee held on 26 September 2023. | |
| 2 | Budget Monitoring Report | 11 - 14 |
| | Joint report by Treasurer and Head of Economy & Development, Renfrewshire Council. | |
| 3 | Revenue Estimates 2024/25 for Clydeplan and the Green | 15 - 20 |
| | Network Partnership | |
| | Joint report by Treasurer and Head of Economy & Development, Renfrewshire Council. | |
| 4 | Date of Next Meeting | |
| | Note that the next meeting of the Joint Committee will be held at 11.15 am on 11 March 2024. | |

Minute of Meeting

Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee.

Date	Time	Venue
Monday, 11 September 2023	11:15	Remotely by MS Teams,

Present

Councillor Paul Edlin (East Renfrewshire Council), Councillor Ken Andrew (Glasgow City Council), Councillor David Wilson and Councillor Chris Curley (Inverclyde Council), Councillor Tom Fisher (North Lanarkshire Council), Councillor John McNaughtan (Renfrewshire Council), Councillor Richard Nelson (South Lanarkshire Council), and Councillor Lawrence O'Neill and Councillor Gurpreet Singh Johal (West Dunbartonshire Council).

Chair

In the absence of the Convener, Councillor Wilson, Vice Convener, chaired the meeting.

In Attendance

J Scott, Strategic Planner (Clydeplan); H Holland, Executive Officer - Land Planning & Development (East Dunbartonshire Council); J Nicol, Planning & Building Standards Manager (East Renfrewshire Council); S Taylor, Principal Planner (Glasgow City Council); S Jamieson, Director of Environment & Regeneration (Inverclyde Council); G Laing, Planning Manager (Strategy & Policy) (North Lanarkshire Council); M Conaghan (Clerk), A Morrison, Head of Economy & Development Services, C McCourt, Head of Finance & Procurement, D Love, Chief Planning Officer, E Currie, Senior Committee Services Officer and T McGowan, Senior Accountancy Assistant (all Renfrewshire Council); T Finn, Planning & Building Standards Manager (South Lanarkshire Council) and G Devlin, Audit Partner (Azets).

Apologies

Councillor Moir (East Dunbartonshire Council), Councillor Colm Merrick (East Renfrewshire Council), Councillor Allan Stubbs (North Lanarkshire Council) and Councillor Jim Paterson (Renfrewshire Council).

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

1 Minutes

There were submitted the Minute of the meeting of this Joint Committee held on 12 June 2023 and the Minute of the special meeting of this Joint Committee held on 28 June 2023.

DECIDED: That the Minutes be approved.

Chair

Councillor O'Neill, Convener, assumed the Chair.

2 Audited Annual Accounts 2022/23

Under reference to item 3 of the Minute of the meeting of the Joint Committee held on 12 June 2023, there was submitted a report by the Treasurer relative to the Annual Audit Report on the Annual Accounts 2022/23.

The report intimated that The Local Authority Accounts (Scotland) Regulations 2014 required the audited accounts to be approved for signature no later than 30 September each year. Section 10 of the Regulations required the Joint Committee to consider any report made by the appointed auditor before deciding whether to sign the audited accounts.

Gary Devlin, Audit Partner, Azets, provided detail to members as to the reason that the Audited Annual Accounts 2022/23 had not been finalised and submitted to the Joint Committee for approval in terms of the agreed timescales and apologised to members for the inconvenience this had caused.

The Convener and members of the Joint Committee expressed their concerns as to the lateness that this issue had been brought to their attention and sought assurances that the Joint Committee wouldn't be in this position in coming years.

The Convener proposed that a special meeting of the Joint Committee be held remotely on MS teams in the week commencing 25 September 2023 to consider the Audited Annual Accounts 2022/23 and that members be advised of the date and time of the special meeting when known. This was agreed.

DECIDED: That a special meeting of the Joint Committee be held remotely on MS teams in the week commencing 25 September 2023 to consider the Audited Annual Accounts 2022/23 and that members be advised of the date and time of the special meeting when known.

3 **Revenue Budget Monitoring**

There was submitted a revenue budget monitoring report by the Treasurer for the period to 18 August 2023.

The report intimated that by 31 March 2023, the forecast position for Clydeplan was a projected underspend of £73,000 and further detail was provided in section 4 of the report.

The report noted that there had been no budget adjustments since the start of the financial year.

DECIDED: That the report be noted.

4 **Resourcing Delivery of the Green Network 'Blueprint'**

There was submitted a report by the Development Officer relative to the resources required for delivery of the Green Network 'Blueprint', the production of a Regional Spatial Strategy and the provision of support to partners.

The report intimated that at the meeting of the Joint Committee on 13 September 2021, the use of £95,000 from Clydeplan Useable Revenue Reserves had been approved to fund a two-year fixed term Green Network Development Officer post to support delivery of the Green Network Blueprint. The officer had been appointed in April 2022 and the fixed-term contract would end in March 2024.

The report provided detail on the progress to date and future work. The report proposed that in order to support 'Blueprint' delivery, the development of the Regional Spatial Strategy and support partners in meeting the requirements of NPF4, that circa £47,000 of the Useable Revenue Reserves held by Clydeplan be utilised to extend the Green Network Development Officer fixed-term post until 31 March 2025. It was noted that Clydeplan Reserves were currently estimated at £443,000.

The report advised that if the transition to the Glasgow City Region PMO happened within that timeframe, then only a proportion, or none, of that sum would be required.

DECIDED: That the Green Network Development Officer's fixed-term contract, which currently ended on 31 March 2024, be extended for a maximum of one year, or until such times as Clydeplan and Green Network staff transition to Glasgow City Region PMO.

Sederunt

Councillors Fisher and Nelson left the meeting during consideration of the following item of business.

5 The next steps towards a Regional Spatial Strategy

Kevin Rush, Director of Regional Economic Growth, Glasgow City Region, gave a presentation to members on the next steps towards a Regional Spatial Strategy.

DECIDED: That the presentation be noted.

6 Date of Next Meeting

DECIDED:

(a) That it be noted that a special meeting of the Joint Committee would be held remotely on MS teams in the week commencing 25 September 2023 and that members be advised of the date and time of the special meeting when known; and

(b) That it be noted that the next scheduled meeting of the Joint Committee would be held at 11.15 am on 11 December 2023 and that members be advised if this meeting would be held remotely using MS teams or would be an 'in person' meeting.

Minute of Special Meeting Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee.

Date	Time	Venue
Tuesday, 26 September 2023	14:00	Remotely on MS teams,

Present

Councillor Colm Merrick (East Renfrewshire Council), Councillor Ken Andrew (Glasgow City Council), Councillor Chris Curley (Inverclyde Council), Councillor Tom Fisher (North Lanarkshire Council), Councillor John McNaughtan and Councillor Jim Paterson (Renfrewshire Council), and Councillor Lawrence O'Neill and Councillor Gurpreet Singh Johal (West Dunbartonshire Council).

Chair

Councillor O'Neill, Convener, presided.

In Attendance

H Holland, Executive Officer - Land Planning & Development (East Dunbartonshire Council); J Nicol, Planning & Building Standards Manager (East Renfrewshire Council); M Conaghan (Clerk), A Morrison, Head of Economy & Development Services, C McCourt, Head of Finance & Procurement, D Love, Chief Planning Officer, E Gray and R Devine, both Senior Committee Services Officers and D Blackburn, Principal Accountant (all Renfrewshire Council); and G Devlin, Audit Partner and F Barrett, Assistant Manager (both Azets).

Apologies

Councillor Moir (East Dunbartonshire Council), Councillor Paul Edlin (East Renfrewshire Council), Councillor Kenny McLean (Glasgow City Council), Councillor David Wilson (Inverclyde Council), Councillor Allan Stubbs (North Lanarkshire Council), Councillor Richard Nelson and Councillor Robert Brown (South Lanarkshire Council).

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

1 Audited Annual Accounts 2022/23

Under reference to item 2 of the Minute of the meeting of the Joint Committee held on 11 September 2023, there was submitted a report by the Treasurer relative to the Annual Audit Report on the Annual Accounts 2022/23.

The report intimated that the Local Authority Accounts (Scotland) Regulations 2014 required the audited accounts to be approved for signature no later than 30 September each year. Section 10 of the Regulations required the Joint Committee to consider any report made by the appointed auditor before deciding whether to sign the audited accounts.

The findings of the appointed auditor, Azets, were presented in the Annual Audit Report, which formed Appendix 1 to the report. There were audit adjustments relating to a misstatement of interest receivable, now reclassified as Other Income and an adjustment to pension figures, following receipt of revised actuarial reports and the calculation of the pension asset ceiling.

The report advised that following approval, the audited accounts would be submitted to the Convener, Treasurer and the Head of Economy & Development, Renfrewshire Council, for secure digital signature.

It was noted that in relation to the Green Network Partnership Unusable reserves, the middle column in the first table of page 79 of the accounts should read 'Employee Statutory Adjustment Account'.

Gary Devlin thanked members for scheduling this special meeting of the Joint Committee. Gary presented Azets Annual Audit Report on the Annual Accounts 2022/23 to members and advised that Azets intended to provide an unqualified opinion on the accounts; that the accounts presented to the audit team were of a good quality; and that due to the quality of the responses received from the finance team in Renfrewshire Council, Azets were able to conduct the audit work efficiently and effectively. On behalf of the Joint Committee, the Convener thanked the finance team in Renfrewshire Council for the work undertaken in concluding the audit of the annual accounts.

DECIDED:

(a) That the findings of the 2022/23 audit, as contained in the Annual Audit Report which formed Appendix 1 to the report, be noted; and

(b) That the 2022/23 Audited Annual Accounts, which formed Appendix 2 to the report, be approved for signature.

GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY JOINT COMMITTEE

To: Joint Committee

On: 11 December 2023

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.
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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.
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3. Budget Adjustments

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

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
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	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%

**GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING
AUTHORITY JOINT COMMITTEE**

To: Joint Committee

On: 11 December 2023

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

Heading: Revenue Estimates 2024/25 for Clydeplan and the Green Network Partnership

1. Summary

- 1.1 The following report has been prepared by the Treasurer, in consultation with the Head of Economy and Development, to present the Revenue Estimates of Glasgow and the Clyde Valley Strategic Development Planning Authority and Green Network Partnership (GNP), including the requisition of the constituent authorities, for financial year 2024/25.
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2. Recommendations

- 2.1 It is recommended that Members:
- a) Approve the Revenue Estimates for 2024/25 set out in Appendix 1, including the planned use of reserves; and
 - b) Agree to waive the requirement for a three-year financial plan in 2023/24.
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3. Background

- 3.1 The ClydePlan Minute of Agreement currently requires the Treasurer to prepare and submit to the Joint Committee, not later than 31 December each year, the proposed revenue estimates for the coming financial year.
- 3.2 The revenue estimates presented in Appendix 1 outline the projected net expenditure and proposed requisition for 2024/25 for members' consideration, and to assist with constituent authorities' financial planning. Both Clydeplan and the Green Network Partnership budgets are presented together, in recognition of their shared activity and resources
- 3.3 The ClydePlan Minute of Agreement also requires the Treasurer to submit to the Joint Committee a financial plan setting out estimated expenditure and associated requisitions for the following three years. In light of current potential

governance changes, it is requested that the Joint Committee agrees to waive this requirement for the current year.

- 3.4 The revenue estimates presented in Appendix 1 include member authority requisitions for Clydeplan that include a requisition discount in recognition of the high level of uncommitted reserves, as has been practice in recent years. A further supplementary requisition discount is proposed in recognition of two vacant senior management posts (Strategic Development Manager and Assistant Manager) that are unlikely to be appointed in 2024/25. This results in a 36% reduction in the net requisition for 2024/25.
- 3.5 Reserve projections in Appendix 1 include a transfer of £47,500 of Clydeplan reserves to the Green Network Partnership in 2024/25 to fund a Green Network Development Officer post extended for one year until 31 March 2025, as approved by the Joint Committee at its meeting on 11 September 2023.
- 3.6 Requisitions for the Green Network Partnership are also outlined in Appendix 1. The allocation basis for GNP is different to Clydeplan, the former being a per capita allocation. As has been practice in recent years, the proposed requisition for 2024/25 has been discounted to reduce the level of reserves held within Green Network Partnership to a reasonable level.

4. Budget Assumptions

- 4.1 The budget has been prepared on the basis of a review of the core operations of Clydeplan and the Green Network Partnership and is based on the following assumptions:
 - The recently agreed pay settlement for 2023/24 has been factored into employee costs budgets;
 - Provision for inflation on employee costs in 2024/25 has been included at an estimated 3%;
 - Current working from home arrangements and other operational changes have resulted in savings across various areas of the budget, e.g. staff training, conferences, consultancy, printing and travel, and the budget assumption is that these reductions will be sustained into 2024/25.

5. Financial Overview

- 5.1 Clydeplan's current operations, structure and long-term financial arrangements are currently under review by the Joint Committee and its constituent authorities, which brings a level of uncertainty to the short and medium-term

outlook. Further areas of significant risk for the Joint Committee in the medium term include:

- ongoing discussions around improved integration of regional planning and the impact of the Planning (Scotland) Act;
- workforce planning, following the retirement of the Strategic Development Manager and Assistant Manager at the end of 2022/23; and
- potential higher level of pay inflation for 2024/25.

5.2 Due to the current financial climate, operational costs will remain under review and any savings that may arise will be brought forward to a future meeting. The level of reserves will also remain under review and any changes to the proposed use of reserves will be reported as appropriate to the Joint Committee.

6. Reserves

6.1 The audited Annual Accounts for 2022/23 reported the level of uncommitted reserves as £389,271 for Clydeplan at 31 March 2023. This represents 69% of budgeted net expenditure in 2023/24. It is recommended that the level of uncommitted reserves should be held at a minimum of 10% to provide for unforeseen expenditure.

6.2 The audited Annual Accounts 2022/23 reported the level of uncommitted reserves as £101,899 for the Green Network Partnership. This represents 67% of budgeted net expenditure in 2023/24. It is recommended that the level of uncommitted GNP reserves should be held at a minimum of 30% to provide for unforeseen expenditure.

6.3 In recognition of the high level of reserves and no requirement to earmark any balances, requisition discounts are proposed for both ClydePlan and GNP in 2024/25. The impact of the proposed discounts is presented in Appendix 1.

	Approved Budget 2023/24			Proposed Budget 2024/25		
	ClydePlan	GNP	Total	ClydePlan	GNP	Total
Expenditure						
Employee Costs (Note 1)	493,400	144,200	637,600	275,567	180,483	635,912
Premise Costs	20,100	500	20,600	12,170	0	12,170
Supplies and Services	27,400	7,300	34,700	34,730	12,300	47,030
Support Services	23,700	300	24,000	24,300	1,100	25,400
Transfer Payments	1,900	600	2,500	1,900	600	2,500
Transport	500	300	800	500	200	700
Total Expenditure	567,000	153,200	720,200	349,167	194,683	723,712
Other Income	(3,000)	(800)	(3,800)	(3,000)	(50,848)	(53,848)
Net Expenditure	564,000	152,400	716,400	346,167	143,835	669,864
Funded by:						
Gross Requisition	579,500	143,685	723,185	579,500	144,185	723,685
Requisition discount	(35,500)	(47,000)	(82,500)	(51,051)	(47,000)	(98,051)
Supplementary Requisition discount (Note 1)	0	0	0	(182,282)	0	(182,282)
Net Requisition	544,000	96,685	640,685	346,167	97,185	443,352
Net Expenditure / (Income)	20,000	55,715	75,715	0	46,650	226,512
Net Requisition per Authority:						
City of Glasgow Council	68,000	32,115	100,115	43,271	32,281	75,552
North Lanarkshire Council	68,000	17,918	85,918	43,271	18,011	61,282
South Lanarkshire Council	68,000	17,080	85,080	43,271	17,168	60,439
East Dunbartonshire Council	68,000	5,786	73,786	43,271	5,816	49,087
West Dunbartonshire Council	68,000	5,027	73,027	43,271	5,053	48,324
East Renfrewshire Council	68,000	4,926	72,926	43,271	4,951	48,222
Inverclyde Council	68,000	4,474	72,474	43,271	4,497	47,768
Renfrewshire Council	68,000	9,359	77,359	43,271	9,407	52,678
	544,000	96,685	640,685	346,167	97,185	443,352
	0	0	0	0	0	0
Reserves						
Opening at 1 April	389,271	101,899		423,271	91,063	
Transfer of ClydePlan reserves to GNP	-	-		(47,500)	47,500	Note 2
Budgeted drawdown of reserves	34,000	(10,836)		0	(46,650)	Note 3
Closing at 31 March	423,271	91,063		375,771	91,913	

Notes

- 1) 2024/25 employee costs excludes two vacant senior management posts and supplementary requisition reflects this
- 2) Green Network Development post funded until March 2025 and 2023/24 payment was made in-year
- 3) Assumes approval of 23/24 requisition discount

