

---

**To:** Planning and Climate Change Policy Board

**On:** 7 November 2023

---

**Report by:** Chief Executive and Director of Finance and Resources

---

**Heading:** Revenue and Capital Budget Monitoring as at 15 September 2023

---

## 1. Summary of Financial Position

- 1.1. The projected revenue outturn at 31 March 2024 for those services reporting to the Planning and Climate Change Policy Board is an overspend position of £0.021 million (3.4%).
- 1.2. There are no capital projects reporting to the Planning and Climate Change Policy Board.
- 1.3. This is summarised in the table below and further analysis is provided in the Appendices.

Division	Revised Annual Budget £000	Projected Annual Outturn £000	Budget Variance (Adv) / Fav £000	Budget Variance %
Planning Services	625	646	(21)	3.4

## 2. Recommendations

- 2.1. Members are requested to:
  - (a) Note the projected revenue outturn position in Table 1 above; and
  - (b) Note the budget adjustments detailed at section 4.

### **3. Revenue**

- 3.1. The Revenue Budget Monitoring report at Appendix 1 identifies a projected overspend of £0.021 million (3.4% of total budget) for all services reporting to this Policy Board. Detailed division service reports can also be found here, together with an explanation of any significant projected variances.
- 3.2. The projected outturn is based on information currently available, and assumptions made by service budget holders. Any changes to these projections will be detailed in future reports to the Board.
- 3.3. The main reasons for the projected outturn position are indicated below the tables showing both the subjective analysis (what the budget is spent on) and the objective analysis (which division is spending the budget).
- 3.4. The projected overspend position reflects the net effect of two main factors. A projected under-recovery in fee income (see 3.5) offset by a projected underspend in employee costs due to the expected impact of staff turnover over the course of the financial year.
- 3.5. Due to the very demand-led nature of the income stream, which is impacted by the economic and financial climate, the level of Planning and Building Standards income can vary over the course of the financial year, which can make it challenging to determine trends for income projection. In the previous financial year, projected income generation levels began to recover in the third quarter. The projections currently indicate an over-recovery in Planning fees and an expected under-recovery in Building Standards fees and reflect a reasonable forecast at this stage in the financial year.

### **4. Revenue Budget Adjustments**

- 4.1. Members are requested to note, from Appendix 1, that minor budget adjustments totalling £0.024 million have been processed since the previous report to board.

---

### **Implications of this report**

1. **Financial** – The projected budget outturn position for the revenue budget reported to the Planning and Climate Change Board is an overspend of £0.021 million. Income and expenditure will continue to be monitored closely for the rest of the financial year and any changes to current projections in Revenue budgets will be reported to the board as early as possible, along with an explanation for the movement.
2. **HR and Organisational Development**  
None directly arising from this report.

3. **Community/Council Planning**  
None directly arising from this report.
4. **Legal**  
None directly arising from this report.
5. **Property/Assets**  
None directly arising from this report.
6. **Information Technology**  
None directly arising from this report.
7. **Equality and Human Rights**  
None directly arising from this report.
8. **Health and Safety**  
None directly arising from this report.
9. **Procurement**  
None directly arising from this report.
10. **Risk**  
The potential risk that the Council will overspend its approved budgets for the year will be managed at a Council-wide level by the Chief Executive and Directors.
11. **Privacy Impact**  
None directly arising from this report.
12. **Cosla Policy Position**  
N/a.
13. **Climate Risk**  
None directly arising from this report.

---

**List of Background Papers:** None

---

**Author:** Valerie Howie, Finance Business Partner

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 15 September 2023**

**POLICY BOARD : PLANNING SERVICES**

Objective Summary	Annual Budget at Period 3	Budget Adjustments	Revised Annual Budget at Period 6	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Planning Strategy & Place	551	6	557	545	12	2.2%	3	9
Development Management	216	18	234	98	136	58.1%	81	55
Building Standards	(166)	0	(166)	3	(169)	(101.8%)	(90)	(79)
<b>NET EXPENDITURE</b>	<b>601</b>	<b>24</b>	<b>625</b>	<b>646</b>	<b>(21)</b>	<b>(3.4%)</b>	<b>(6)</b>	<b>(15)</b>

Objective Heading	Key Reasons for Projected Variance
Planning Strategy & Place	No significant projected year end variances to report.
Development Management	The projected underspend relates mainly to a projected over-recovery in Planning fee income (c. 14.5% of targeted income).
Building Standards	The projected overspend relates mainly to a projected under-recovery in Building Standards fee income (c. 20.5% of targeted income).

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 15 September 2023**

**POLICY BOARD : PLANNING SERVICES**

Subjective Summary	Annual Budget at Period 3	Budget Adjustments	Revised Annual Budget at Period 6	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Employees	1,615	5	1,620	1,519	101	6.2%	14	87
Premises Related	1	0	1	1	0	0.0%	0	0
Transport Related	15	0	15	15	0	0.0%	0	0
Supplies and Services	161	19	180	182	(2)	(1.1%)	0	(2)
Transfer Payments	102	0	102	102	0	0.0%	0	0
Support Services	317	0	317	317	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>2,211</b>	<b>24</b>	<b>2,235</b>	<b>2,136</b>	<b>99</b>	<b>4.4%</b>	<b>14</b>	<b>85</b>
Income	(1,610)	0	(1,610)	(1,490)	(120)	(7.5%)	(20)	(100)
<b>NET EXPENDITURE</b>	<b>601</b>	<b>24</b>	<b>625</b>	<b>646</b>	<b>(21)</b>	<b>(3.4%)</b>	<b>(6)</b>	<b>(15)</b>