
To: Planning and Climate Change Policy Board

On: 27 August 2024

Report by: Chief Executive and Director of Finance and Resources

Heading: Revenue and Capital Budget Monitoring 2024/25 at 21 June 2024

1. Summary

- 1.1 At the close of reporting Period 3 on 21 June 2024, the projected revenue outturn at 31 March 2025 for those services reporting to the Planning and Climate Change Policy Board was an overspend position of £0.039m (6.7%) against the revised budget for the year.
- 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 report and appendices.

	Revised Annual Budget £000	Projected Outturn £000	Budget Variance (Adv)/Fav £000	Budget Variance %
Revenue				
Planning Services	584	623	(39)	(6.7%)

2. Recommendations

- 2.1 Members are requested to:
- a) Note the projected Revenue outturn overspend position of £0.039m; and
 - b) Note the budget adjustments detailed at section 6.
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3. Revenue Budget Projection – overspend of £0.039m by 31 March 2025

3.1 The tables in Appendix 1 present the projected year-end position for all services reporting to this board, by both subjective analysis (what the budget is spent on) and objective analysis (which division is spending the budget). Significant variances affecting the projected position are analysed further below.

3.2 It should be noted that the projected outturn position reported here is based on the latest information available, which is subject to change during the financial year. The impact of any change on this projection will be updated at each board cycle until the close of reporting Period 10. Budget holders are obliged to seek mitigating action to minimise significant budget variances.

4. Objective Analysis – Significant Variances

4.1 Development Management - £0.095m underspend

This forecast position mainly reflects an anticipated over-recovery of income and the impact of vacancies within the team at the start of the financial year.

Building Standards - £0.134m overspend

This forecast position mainly reflects an anticipated under-recovery of income. The position will be closely monitored, taking into account the potential impact of the increase in Building Standards fees from 1 April 2024, with mitigating action being taken by management as required across the wider Economy and Development service.

5. Subjective Analysis – Significant Variances

5.1 Employees - £0.031m underspend by 31 March 2025

This projected underspend represents vacancies in the Development Management team at the start of the financial year. Recruitment to these posts is expected to complete over course of the next quarter.

5.2 Income - £0.070m overspend (under-recovery) by 31 March 2025

This projected under-recovery of income reflects the net impact of a projected under-recovery in Building Standards income of £0.138m (13.7%) and a £0.068m over-recovery in Planning income (10.9%). Due to the very demand-led nature of the income stream, which is impacted by the current 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. The projections at the end of the first quarter reflect a reasonable forecast at this stage in the financial year.

6. Revenue Budget Virements

- 6.1. Under the Council's financial regulations, Directors and their nominated officers, in consultation with the Director of Finance and Resources, have certain delegated authority to transfer sums between subjective budget headings within a service division to enable budget management throughout the financial year. This is known as 'budget virement'.

Transfers between divisions of the same service / department in excess of £100,000, and transfers between services / departments must be authorised by the respective service Director/Chief Executive and the Director of Finance and Resources for submission to the relevant policy board for approval. Future reports may therefore ask the board to approve budget adjustments that are deemed necessary for good budget management.

The following budget adjustment reflects changes to superannuation rates for employers and is therefore for noting only:

Revenue Budget Adjustments		
Service	Amount (£m)	Reason
Planning Services	(0.174)	Contribution to reserves re reduction in employers' superannuation

Implications of the Report

1. Financial

The projected budget outturn position for the Planning and Climate Change Revenue budget is an overspend of £0.039m (6.7%) at 31 March 2025. Income and expenditure will continue to be monitored closely for the rest of the financial year and as far as possible, steps will be taken to mitigate any overspend.

2. HR & Organisational Development

While staffing budgets form a significant proportion of the Council's revenue budgets, there are no direct implications arising from the recommendations in this report.

3. Community/Council Planning

Community Plan	
Our Renfrewshire is thriving	The Council's revenue and capital spend ensures that its facilities are fit for purpose and safe for the community, to maximise accessibility.
Our Renfrewshire is well	
Our Renfrewshire is fair	
Our Renfrewshire is safe	
Council Plan	
Reshaping our place, our economy and our future	The Council's revenue and capital spend ensures that its facilities are fit for purpose and safe for the community, to maximise accessibility.
Building strong, safe and resilient communities	
Tackling inequality, ensuring opportunities for all	
Creating a sustainable Renfrewshire for all to enjoy	Ongoing revenue and capital budget monitoring is a tool to enable good financial management so that the Council has resources now and in the future for continued service delivery.
Working together to improve outcomes	

4. Legal

There are no direct implications arising from the recommendations in this report.

5. Property/Assets

There are no direct implications arising from the recommendations in this report.

6. Information Technology

There are no direct implications arising from the recommendations in this report.

7. Equality & Human Rights

There are no direct implications arising from the recommendations in this report.

8. Health & Safety

There are no direct implications arising from the recommendations in the report.

9. Procurement

While Procurement is an important consideration prior to the Council incurring any revenue or capital spend, there are no direct implications arising from the recommendations in this report.

10. Risk

The potential financial risk that the Council will overspend its approved revenue budgets for the year is managed at a Council-wide level by the Chief Executive and Directors.

11. Privacy Impact

There are no direct implications arising from the recommendations in this report.

12. Cosla Policy Position

N/a

13. Climate Change

The Council aims to reduce its carbon and other emissions to net zero by 2030, however there are no direct implications arising from the recommendations in this report.

14. Children's Rights

There are no direct implications arising from the recommendations in this report.

List of Background Papers

- Revenue Budget and Council Tax 2024/25, Council 29 February 2024

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RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2024/25
1 April 2024 to 21 June 2024

POLICY BOARD: PLANNING SERVICES

Objective Summary	Approved Annual Budget	Budget Adjustments	Revised Annual Budget at Period 3	Projected Outturn	Budget Variance (Adverse) or Favourable	
	£000	£000	£000	£000	£000	%
Planning Strategy & Place	597	(36)	561	561	0	0.0%
Development Management	282	(69)	213	118	95	44.6%
Building Standards	(128)	(62)	(190)	(56)	(134)	(70.5%)
NET EXPENDITURE	751	(167)	584	623	(39)	(6.7%)

Subjective Summary	Approved Annual Budget	Budget Adjustments	Revised Annual Budget at Period 3	Projected Outturn	Budget Variance (Adverse) or Favourable	
	£000	£000	£000	£000	£000	%
Employees	1,765	(167)	1,598	1,567	31	1.9%
Premises Related	1	0	1	1	0	0.0%
Transport Related	15	0	15	15	0	0.0%
Supplies and Services	180	0	180	180	0	0.0%
Third Party Payments	0	0	0	0	0	0.0%
Transfer Payments	103	0	103	103	0	0.0%
Support Services	317	0	317	317	0	0.0%
Depreciation and Impairment Losses	0	0	0	0	0	0.0%
GROSS EXPENDITURE	2,381	(167)	2,214	2,183	31	1.4%
Income	(1,630)	0	(1,630)	(1,560)	(70)	(4.3%)
NET EXPENDITURE	751	(167)	584	623	(39)	(6.7%)