

# THE HIGHLAND COUNCIL

## PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE

13 August 2008

Agenda Item	
Report No	

### REVENUE BUDGET MONITORING REPORT TO END JUNE 2008

#### Report by Director of Planning & Development

#### Summary

This report sets out the revenue monitoring position for the first three months of the financial year i.e. to 30 June 2008.

#### 1. Introduction

- 1.1 The statement attached as an Appendix shows the financial position to end June 2008. The percentage of annual expenditure at 20% is a little higher than 18% at the same time last year and the level of income to date is 9% down compared to June 2007.

#### 2 Variations

##### Staff Costs

- 2.1 Overall Staff Costs are showing £109k of an under-spend at the end of June 2008. £70k of this is due to a high level of vacancies and staff turnover. There is also additional funding of £157k to cover the half year costs of staff restructuring to meet the pressures of new planning legislation. These proposals have yet to be approved; consequently there is a saving of £39k on this budget head in the first quarter of the financial year.

##### Other Costs

- 2.2 The staffing under-spend is offset to a great extent by an over-spend of £70k on other costs. This relates to the use of consultants to enable the Building Standards service to continue despite a number of staff vacancies which are proving very difficult to fill.

##### Income

- 2.3 The main income stream for the Service is from fees from planning applications and building warrants. Whilst it is difficult to estimate the year end outcome for these budgets, the indications at the end of the first quarter are that they will suffer a shortfall in income in the region of £250k against budget at the year end. The local economy appearing to be less buoyant compared to the previous year and is a main factor to be considered when estimating the year end position. The situation will be carefully monitored each month and compensating savings will be actively sought in other areas of the Service.

**3. Year-End Projection**

At present it is estimated that the Service could end up with an overspend in the region of £211k against budget at the year end.

**4 Savings**

4.1 The attached monitoring statement takes full account of all the budget savings in 2008/09 which the P&D Service was asked to make by the Council.

**RECOMMENDATION**

That Committee agree the monitoring position and proposed management action as reported above.

Signature:

Designation: Director of Planning & Development

Date: 16 July 2008

Author: Sheila Lunn, Business Support Manager (Ext. 2294)

**PLANNING & DEVELOPMENT Revenue Expenditure Monitoring Report**

**1 APRIL - 30 JUNE 2008**

**Summary**

	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
<b>BY ACTIVITY</b>				
<b>Director &amp; Business Support</b>				
Director & Business Team	190	783	744	(39)
Geographical Information Systems	124	355	355	0
E-Planning	(152)	121	121	0
<b>Environment &amp; Development</b>				
Management	55	179	179	0
Countryside, Heritage & Natural Resources	344	1,930	1,930	0
Economy & Regeneration	135	2,262	2,262	0
<b>Planning &amp; Building Standards</b>				
Management	33	152	152	0
Planning & Building Standards HQ	53	222	222	0
Development Plans	159	772	772	0
Area Planning & Building Standards	840	3,407	3,407	0
<b>Public Local Inquiries</b>				
Beauly/Denny PLI	21	21	21	0
Tain PLI	8	8	8	0
<b>Income</b>				
Planning Fee Income	(656)	(2,435)	(2,335)	100
Building Warrant Fee Income	(725)	(2,469)	(2,319)	150
	<b>429</b>	<b>5,308</b>	<b>5,519</b>	<b>211</b>

**BY SUBJECTIVE**

Staff Costs	1,697	7,596	7,487	(109)
Other Costs	476	3,474	3,544	70
<b>Gross Expenditure</b>	<b>2,172</b>	<b>11,070</b>	<b>11,031</b>	<b>(39)</b>
Grants	(96)	(478)	(478)	0
Other Income	(1,648)	(5,284)	(5,034)	250
<b>Total Income</b>	<b>(1,744)</b>	<b>(5,762)</b>	<b>(5,512)</b>	<b>250</b>
	<b>429</b>	<b>5,308</b>	<b>5,519</b>	<b>211</b>

Notes

PROJECTS	ACTUAL TO DATE £000	% of Annual Expendi ture	% of Annual Income
14BH - NPP2	(192)		
14EA007 - Highland Biodiversity Project	(2)	<b>This year</b>	20%
14EA008 - SAC Project, Skye and Lochalsh	5	<b>Last year</b>	18%
14EC001 - Fisheries - Tain Mussels Co	6		
14ED009 - TC - Income	(113)		
14LB003 - EMIRES	61		
14LB004 - Leonardo Programme - CIELI Skills	(11)		
14LB005 - Transport to Employment - ESF Project	83		
14LB006 - T2E 07/08 PROJECT	23		
14LE - European Unit	(7)		
14LG - BAP Implementation Programme, General	(38)		
14LG034 - CPFHB - Easter Ross	7		
14LG101 - Inshes Wood, Westhill (WIAT projec	9		
14LG102 - Maggie's Wood, Dingwall	39		
14LG103 - Millburn Escarpment (Ph2)	1		
14MA - Wick THI	70		
14MB - Small Town Networks 2	(76)		
14MC - NEST	21		
14MD - Highland Marine Resources & Communities Sch	(94)		
14ME - HC - External Experts & Consultants	18		
14MG001 - Highland Housing Fair	29		
14MH001 - Conservation Areas Regeneration Sch	3		
14MH002 - Wick CARS General	1		
14MH003 - Wick CARS Small Grants Scheme	(84)		
14NA001 - Leader Plus	(289)		
14NG001 - HLP Secretariat	(100)		
14NG004 - Development Admin Dingwall	6		
	(621)		