

**PLANNING & TRANSPORT PORTFOLIO
REVENUE BUDGET 2008/09**

Business Unit: Planning

2006/07 Actual	2007/08 Original Estimate	2007/08 Revised Estimate	Cost Centre	2008/09 Original Estimate	2009/10 Projection	2010/11 Projection
£	£	£		£	£	£
-96,902	-5,210	-13,650	Building Control	34,180	8,890	-3,350
1,003,896	858,180	829,090	Development Services	1,026,050	1,039,980	1,089,670
1,034,289	1,116,990	1,201,530	Forward Planning	1,257,080	1,479,070	1,205,730
-130,878	14,180	-62,820	Appropriation to/from(-) Reserves	-174,300	-20,720	-17,700
1,810,405	1,984,140	1,954,150	GF Net Expenditure	2,143,010	2,507,220	2,274,350
			Subjective Analysis			
2,438,274	2,633,250	2,625,530	Employees	2,774,550	2,829,560	2,898,650
12,677	200	5,070	Premises	200	200	200
507,266	512,730	534,250	Supplies & Services	516,560	709,560	409,560
100,181	105,450	104,970	Transport	107,090	109,560	112,080
-130,878	14,180	-62,820	Appropriation to/from(-) Reserves	-174,300	-20,720	-17,700
2,927,520	3,265,810	3,207,000	Total Controllable Expenditure	3,224,100	3,628,160	3,402,790
154,019	158,160	170,380	Employees	160,900	163,340	167,420
228,360	186,670	257,560	Supplies & Services	337,790	310,020	318,540
0	0	0	Transport	3,090	3,170	3,250
868,355	995,000	942,290	Support Services	982,150	1,007,020	1,032,530
22,920	23,750	20,000	Service Management	22,420	23,000	23,580
72,518	0	33,250	Deferred Charges write downs	0	0	0
23,778	23,560	70,660	Capital Charges	69,440	69,440	69,440
1,369,950	1,387,140	1,494,140	Total Additional Expenditure	1,575,790	1,575,990	1,614,760
4,297,470	4,652,950	4,701,140	Total Expenditure	4,799,890	5,204,150	5,017,550
			Less Income			
399,525	478,830	482,110	Internal Recharges	488,390	500,610	513,110
380,012	500,510	501,980	Government Grants	262,980	266,720	269,200
1,596,465	1,530,020	1,580,420	Sales, Fees & Charges	1,774,580	1,803,850	1,834,290
65,953	159,450	165,760	Other Income	130,930	125,750	126,600
45,110	0	16,720	Internal Capital Recharges	0	0	0
2,487,065	2,668,810	2,746,990	Total Income	2,656,880	2,696,930	2,743,200
1,810,405	1,984,140	1,954,150	Net Expenditure	2,143,010	2,507,220	2,274,350

Full Time Equivalentents : The employee costs relate to the following number of full time equivalent employees:83.22 07/8 OE; 83.87 07/8RE; 83.37 08/9OE.

**PLANNING & TRANSPORT PORTFOLIO
PLANNING BUSINESS UNIT**

Major Variations between 2007/08 Original and Revised Estimates

Original Estimate 2007/08	£	
Revised Estimate 2007/08	1,984,140	
	1,954,150	
	<u>Increase/Decrease(-) in Net Expenditure</u>	
	<u>-29,990</u>	
Explained By :-		
<u>CONTROLLABLE EXPENDITURE</u>		
	£'000	£'000
Decrease in Employee Costs		
(1) PDG Employee variation	-12	
(10) Building Control employee variation	-3	
Nidderdale AONB employee variation	6	
Temporary staff	19	
Removal of vacancy provision	22	
Vacancies/maternity	-56	
(4) Temporary staff for conservation area work	23	
other increases/decreases	-7	
Increase in Premises Costs		
(1) Fixtures & Fittings (restructure costs) - Forward Planning funded from PDG	4	
other increases/decreases	1	
Increase in Supplies & Services		
(1) PDG Project Expenditure	17	
(2) Microfilming	15	
(3) Nidderdale AONB Schemes expenditure. Funded by grants	-58	
(5) Slippage of District Conservation Grant scheme budgets from 2006/7	30	
(6) Countryside strategy expenditure - Grant funded	27	
(8) Other supplies & services - Development control	6	
Other Fees	-7	
other increases/decreases	-9	
Appropriation to/from(-) Reserves		
(10) Building Control surplus	19	
(1) PDG grant (net) appropriated from reserves	-4	
(2) Microfilming	-15	
(6) Countryside strategy expenditure	-1	
(4) Temporary staff for conservation area work	-25	
(8) Other supplies & services - Development control	-6	
(5) Slippage of District Conservation Grant scheme budgets from 2006/7	-30	
(9) Temporary Admin post in Business Support	-8	
other increases/decreases	-7	-59
<u>INCOME</u>		
(7) Grant funding of planning Capital grants slipped from previous years	-17	
Increased Planning Application Fees	-50	
(10) Increased Building Control Income	-1	
(3) Nidderdale AONB Schemes reduction in grants	44	
(1) PDG grant above estimate	-30	
(6) Miscellaneous contribution countryside strategy	-26	
Reduced Income photocopying charges	6	
Increased internal recharge from Forward Planning to PDG	-4	-78
<u>ADDITIONAL EXPENDITURE</u>		
(1) PDG Computer Costs	25	
(9) Temporary Admin post in Business Support	8	
Computer SLA (excl PDG)	38	
(10) Decrease in Additional Expenditure (Building Control)	-5	
Other Decreases in Expenditure (excl PDG & Building Control variations)	-35	
(7) Slippage of Planning Capital schemes Expenditure from 2006/07	33	
Capital Charges	43	107
	<u>43</u>	<u>107</u>
		<u>-30</u>

Note: The numbers in the left hand column relate to linked items on this page

**PLANNING & TRANSPORT PORTFOLIO
PLANNING BUSINESS UNIT**

Major Variations between 2007/08 and 2008/09 Original Estimates

	£	
Original Estimate 2007/08	1,984,140	
Original Estimate 2008/09	<u>2,143,010</u>	
Increase/Decrease(-) in Net Expenditure	<u>158,870</u>	
Explained By :	£'000	£'000
<u>CONTROLLABLE EXPENDITURE</u>		
Increase in Employee Costs		
Pay award (excl PDG & Building Control) - 2.5%	47	
(1) PDG Employees variation	9	
(2) Building Control employee variation	41	
(3) Nidderdale AONB employee variation	38	
Qualification Training	-8	
other increases/decreases	14	
Decrease in Supplies & Services		
LDF Expenditure	100	
(3) Nidderdale AONB Schemes expenditure. Funded by grant	-82	
(4) other Fees - cash efficiency	-7	
other increases/decreases	-7	
Increase in Transport Costs		
other increases/decreases	1	
Appropriation to/from(-) Reserves		
LDF Expenditure	-100	
(2) Variation in Building control surplus	-28	
(1) PDG grant (net) appropriated to reserves	-59	
Temporary Admin post in Business Support	-1	-42
<u>INCOME</u>		
(2) Increased Building Control Income	-15	
Reduced Income photocopying charges	6	
(4) Increase map income - cash efficiency	-3	
(3) Nidderdale AONB Schemes decrease in grants	37	
(1) Reduction in estimated PDG grant	225	
(1) Increase in Planning Application Fees - PDG	-227	
Increased recharge from D Control to searches	-8	
other increases/decreases	-3	12
<u>ADDITIONAL EXPENDITURE</u>		
(1) PDG Computer Costs	53	
(1) Forward Planning recharged salaries - PDG	-1	
(2) Increase in Additional Expenditure (Building Control)	13	
Computer SLA (excl PDG)	83	
Capital Charges	42	
other increases/decreases	-1	189
		<u>159</u>

Note: The numbers in the left hand column relate to linked items on this page

**PLANNING PORTFOLIO
RECHARGEABLE ACCOUNTS**

Business Unit: Planning

2007/08 Original Estimate	2007/08 Revised Estimate	Cost Centre	2008/09 Original Estimate		
			Gross Expenditure	Gross Income	Net Expenditure
£	£		£	£	£
		Cultural, Environmental & Planning Services:			
		Planning & Development Services:			
		Support Services			
330,230	317,060	Planning Overheads	327,620	10	327,610 (1)
75,240	75,890	Land Charges - Searches	79,950	0	79,950 (2)
-405,470	-392,950	Recharges to Services	0	407,560	-407,560
0	0	Net Expenditure	407,570	407,570	0
		Subjective Analysis			
130,400	123,820	Employees	133,920 (3)		
160	70	Supplies & Services	70		
1,500	1,500	Transport	1,500		
132,060	125,390	Total Controllable Expenditure	135,490		
15,420	14,830	Employees	16,160		
17,290	17,290	Supplies & Services	17,170		
239,120	232,050	Support Services	235,350		
1,590	3,400	Capital Charges	3,400		
273,420	267,570	Total Additional Expenditure	272,080		
405,480	392,960	Total Expenditure	407,570		
		Less Income			
		Internal Recharges -			
45,860	43,660	Building Control	44,210		
148,050	138,290	Development Services	143,540		
123,780	118,090	Forward Planning	122,410		
12,360	12,360	Corporate Work	12,670		
75,240	80,550	Department of Administration	84,730		
190	10	Other	10		
0	0	Net Expenditure	0		

(1) Planning Overheads

This covers the costs of the Head of Planning Services together with various charges including secretarial support, Legal and Estates Charges.

(2) Land Charges - Searches

This section deals with the Planning and Building Control elements of the search and is fully rechargeable to the Department of Resources

(3) Full Time Equivalents

The Employees cost relates to the following number of full time equivalent employees:

Planning Overheads: 1 07/8 OE; 1 07/8 RE; 1 08/9 OE

Searches: 2.49 07/8 OE; 2.49 07/8 RE; 2.49 08/9 OE

**PLANNING & TRANSPORT PORTFOLIO
PLANNING BUSINESS UNIT**

Major Variations between 2007/08 Original and Revised Estimates

	£	
Original Estimate 2007/08	405,470	
Revised Estimate 2007/08	<u>392,950</u>	
Increase/Decrease(-) in Net Expenditure	<u>-12,520</u>	
Explained By :		
	£'000	£'000
<u>CONTROLLABLE EXPENDITURE</u>		
Head of Planning Services cover for Director's post vacancy provision	-8	
	<u>1</u>	-7
<u>ADDITIONAL EXPENDITURE</u>		
Decrease in Support Charges	-6	-6
		<u>-13</u>

Major Variations between 2007/08 and 2008/09 Original Estimates

	£	
Original Estimate 2007/08	405,470	
Original Estimate 2008/09	<u>407,560</u>	
Increase/Decrease(-) in Net Expenditure	<u>2,090</u>	
Explained By :		
	£'000	£'000
<u>CONTROLLABLE EXPENDITURE</u>		
Increase in Employee Costs Pay award - 2.5%	3	3
	<u>3</u>	
<u>ADDITIONAL EXPENDITURE</u>		
other increases/decreases	-1	-1
	<u>-1</u>	
		<u>2</u>

RESERVE NAME:	Building Control Reserve
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RESERVE TYPE:	Earmarked
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(eg Business Unit/DSO/Earmarked/AMRA)

BALANCE 19/12/07:	£237,351.37
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PURPOSE OF RESERVE:

Holds year end surpluses generated in respect of the building charges regulations 1998. These surpluses are carried forward each financial year and either offset against projected future costs, resulting in reduced charges/income, or reinvested in the quality of delivery of the building control service (e.g. put towards the cost of introducing e-building control/mobile/home working; recruiting temporary staff to respond to increases in workload and training/developing building control officers).

HOW/WHEN RESERVE CAN BE USED:

This reserve is available for a variety of projects within Planning, consistent with the Council's Corporate Objectives and the Planning Business Plan, subject to the following general rules about what authorisation is required to use Business Unit Reserves:

Expenditure over £5k - Chief Officer

Expenditure over £10k - CMT

Expenditure over £25k - Portfolio Holder

PROCEDURE FOR RESERVE'S MANAGEMENT & CONTROL:

Accountancy ensures that all expected transfers to/from the reserve are made in the final accounts.

Accountancy calculates the year end underspends and actions the transfer to the reserve.

A list of planned uses and commitments from this reserve are kept by Development Services and Accountancy.

REVIEW PROCEDURE/TIMING:

Annually by relevant departmental officer at Final Accounts

Annually by Accountancy Manager at Final Accounts

Annually at Estimates time by Head of Financial Management (Revenue Reserves) or Accountancy Manager (AMRA)

Other information:(if any)

BALANCE 19/12/07:	£237,351.37
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Appropriation to/ From (-) Reserves

Estimated draw down 2007/8

0.00

Estimated appropriation to Reserves 2007/8

£24,090.00

ESTIMATED BALANCE 31/3/08:	£261,441.37
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£261,441.37

Appropriation to/ From (-) Reserves

Funding Temporary post

-£21,790.00

Building Regulation Deficit 2008/9

-£1,000.00

ESTIMATED BALANCE 31/3/09:	£238,651.37
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£238,651.37

RESERVE NAME: Conservation Grants Reserve

RESERVE TYPE: Earmarked

(eg Business Unit/DSO/Earmarked/AMRA)

BALANCE 19/12//07: £29,883.50

PURPOSE OF RESERVE:

To hold approved unspent budget relating to the District Conservation Grant Scheme where spending has slipped to future years.

HOW/WHEN RESERVE CAN BE USED:

When the expenditure takes place in future years the equivalent amount is taken from the reserve.

PROCEDURE FOR RESERVE'S MANAGEMENT & CONTROL:

Council approves the total annual budget for the District Conservation Grant Scheme as part of the budget process.

Accountancy are responsible for the necessary transfers into and out of the Reserve as part of the closure of the accounts.

REVIEW PROCEDURE/TIMING:

Annually by relevant departmental officer at Final Accounts

Annually by Accountancy Manager at Final Accounts

Annually at Estimates time by Head of Financial Management (Revenue Reserves)
or Accountancy Manager (AMRA)

Other information:(if any)

BALANCE 19/12/07: £29,883.50

Appropriation to/ From (-) Reserves
Estimated draw down 2007/8 -£29,883.50

ESTIMATED BALANCE 31/3/08: £0.00