

**TITLE: BUDGET MONITORING REPORT**

Committee: Regulatory Services Committee

Date: 5<sup>th</sup> November 2018

Author: Finance Manager

[T133]

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1. ISSUE

- 1.1 This report provides Members with budget monitoring information for services under the Regulatory Services Committee.

2. RECOMMENDATION (S)

- 2.1 Members are requested to note that this Committee has a projected revenue underspend of £135,000 compared to its approved budget of £3,546,687.
- 2.2 Members are also requested to note that this Committee has a projected capital programme outturn of £2,380,799, which is in line with its revised capital budget for the year.

3. BACKGROUND/OPTIONS

- 3.1 Under Financial Regulations each policy committee is required to consider projections of financial performance against both its revenue and capital budget on a quarterly basis.
- 3.2 This is the second report for the 2018-19 financial year and details actual expenditure incurred as at 30<sup>th</sup> September 2018 and projections of the yearend position at this time. It should be noted that “underspend” is used as a general term for both spending lower than budget, but also income in excess of budget.
- 3.3 The revenue budget for each service that falls under the stewardship of this Committee has been reviewed with appendix 1 detailing the variance to-date and forecast outturn figure for each service line.
- 3.4 Explanations for the forecast outturn variances reported are detailed in the table on the following page.

<b>Service</b>	<b>Variance £</b>	<b>Explanation</b>
Building Regulations	(£15,000)	Fee levels in the first six months of the year have been in excess of that budgeted. It is unclear whether this trend will continue for the remainder of the year, so the forecast provides a prudent estimate.
Land Charges	(20,000)	Income for Land Charges were in excess of the budget for the first six months of the year. No allowance has been made for this continuing for the remainder of the year, but it is expected that this "one-off" excess of income will result in an overall excess at yearend.
Planning	(50,000)	Additional fee income earned during the first six months of the year partly as a consequence of new Government legislation increasing Planning fees by 20% from the 17 <sup>th</sup> January 2018. We are assuming that the additional income rate will continue over the remainder of the year; not least because, with the Council losing its 5-year land supply, it is probable that the number of planning applications will remain high.
Health & Safety (Work)	(15,000)	The Health & Safety function is being undertaken by an officer from another district council on a secondment basis, saving the authority £15,000 when compared to the original budget.
Homelessness	(£35,000)	This reported underspend is a combination of a saving on staffing; the Housing Team had two vacancies in the first half of the year (these are due to be filled shortly) and a saving on hotels and hostels during this period, as it has not been necessary to provide this kind of emergency accommodation.
<b>Total</b>	<b>(135,000)</b>	

#### 4. ARGUMENTS/CONCLUSIONS

- 4.1 The projected net revenue expenditure for this Committee, as detailed in appendix 1, is £3,411,687, this being £135,000 less than the net budget of the Committee.

4.2 The revised capital budget for this Committee, with slippage from 2017-18 now added, is £2,380,799. At the mid-point in the year, we are forecasting that expenditure will be in line with budget.

## 5. FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

5.1 There is a saving of £135,000 compared to this Committee's approved revenue budget.

5.2 Equality Impact Assessment (INRA) not required.

## 6. APPENDICES

6.1 Appendix 1 – Regulatory Services Committee Budget Monitoring Report – 30<sup>th</sup> September 2018.

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### Background Documents

Council Budget as approved by  
Council 22<sup>nd</sup> February 2018

### Location

Room 104  
The Grange  
Ely

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