

Arun District Council

REPORT TO:	Planning Policy Committee – 26 September 2024
SUBJECT:	Draft Final Out-turn – 2023/24
LEAD OFFICER:	Antony Baden – Group Head of Finance & Section 151 Officer
LEAD MEMBER:	Councillor Gill Yeates, Chair of Planning Policy Committee
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Council's budget supports all the Council's Objectives.	
DIRECTORATE POLICY CONTEXT: Budget monitoring and forecasting are key in ensuring sound financial control and control of spending is in place. It is also a major part in ensuring sound governance arrangements.	
FINANCIAL SUMMARY: This report presents the Committee's 2023/24 revenue budget draft out-turn position compared to the budget, highlighting any notable differences from the Q3 forecast.	

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to appraise the Planning Policy Committee of its draft final out-turn against the 2023/24 budgets which were approved by Full Council at its meeting of 9 March 2023, subject to external audit. 2022/23 figures are also shown for information.

2. RECOMMENDATIONS

- 2.1. Members are asked to consider the report and comment.

3. EXECUTIVE SUMMARY

- 3.1. The report sets out in further detail the Committee's revenue draft final out-turn position for the 2023/24 financial year and compares this expenditure against the approved budget.

4. DETAIL

Revenue Budget

- 4.1. Table 1 below, outlines the Planning Policy Committee's draft revenue final out-turn position for 2023/24, revealing an overspend of £251k. This marks a positive shift of £151k from the £402k projected overspend recorded in Quarter 3.

Table 1

Description	Original 2023/24 Budget	Out-turn 2023/24	Variance 2023/24	Variance at Q3	Movement Q3 - Q4
	£'000	£'000	£'000	£'000	£'000
Employees	2,126	1,484	(642)	(646)	4
Transport	18	7	(11)	0	(11)
Supplies and Services	536	1,064	528	554	(26)
Support Service	72	72	0	0	0
Income	(1,846)	(1,469)	377	494	(117)
Total Planning Policy Committee	906	1,158	251	402	(151)

4.2. As reported to Policy & Finance Committee on 9 July 2024, detailed consolidated insights into significant deviations across all cost centres across the 2023/24 financial year are provided below.

4.3. A £377k underachievement in planning services income was experienced, attributed to the economic slowdown during 2023, leading to reduced fee-paying applications. However, this was offset by a £92k net underspend in employment/external consultancy fees & car allowance expenditure. These costs are distributed across the Employees, Supplies and Services and Transport budget lines as outlined in Table 1.

4.4. Quarter 4 delivered a positive shift of £151k from the forecast £402k overspend recorded in the previous Quarter. This improvement was fuelled by a £117k overachievement in the administration charge we make against Community Infrastructure Levy (CIL) funding.

5. CONSULTATION

5.1. Consultation with other stakeholders is not required for this report.

6. OPTIONS / ALTERNATIVES CONSIDERED

6.1. There are no alternative options to this report.

7. COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER

7.1. It is crucial for effective governance to closely monitor spending against budget throughout the financial year. This practice enables swift corrective measures by the Council in case spending or income deviates significantly from the approved budgets.

8. RISK ASSESSMENT CONSIDERATIONS

8.1. Regular budget monitoring and forecasting mitigates against the risk of poor financial control and ensures that Members are informed when corrective action is required and what action has been taken.

9. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

9.1. There are no direct legal implications associated with this report.

10.HUMAN RESOURCES IMPACT

10.1. None.

11.HEALTH & SAFETY IMPACT

11.1. None.

12.PROPERTY & ESTATES IMPACT

12.1. None.

13.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

13.1. None.

14.CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

14.1. None.

15.CRIME AND DISORDER REDUCTION IMPACT

15.1. None.

16.HUMAN RIGHTS IMPACT

16.1. None.

17.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1. None.

CONTACT OFFICER:

Name: Antony Baden

Job Title: Group Head of Finance and Section 151 Officer

Contact Number: 01903 737558

BACKGROUND DOCUMENTS:

[Policy & Finance Committee July 24 – updated](#)

[Minute 779, Full Council 9 March 2023 – Arun District Council budget 2023/24.](#)