

## **Item: 5**

### **Development and Infrastructure Committee: 8 November 2022.**

#### **Revenue Expenditure Monitoring.**

#### **Report by Head of Finance.**

### **1. Purpose of Report**

To advise of the revenue position as at 30 September 2022 across each of the service areas for which the Committee is responsible.

### **2. Recommendations**

The Committee is invited to note:

#### **2.1.**

The revenue financial summary statement, in respect of service areas for which the Development and Infrastructure Committee is responsible, for the period 1 July to 30 September 2022, attached as Annex 1 to this report, indicating a budget underspend position of £1,305,300.

#### **2.2.**

The revenue financial detail by service area statement, in respect of service areas for which the Development and Infrastructure Committee is responsible, for the period 1 July to 30 September 2022, attached as Annex 2 to this report.

The Committee is invited to scrutinise:

#### **2.3.**

The explanations given and actions proposed, in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to this report, in order to obtain assurance that action is being taken with regard to significant budget variances.

### **3. Background**

#### **3.1.**

On 10 March 2022, the Council set its overall revenue budget for financial year 2022/23. On 21 June 2022, the Policy and Resources Committee recommended approval of the detailed revenue budgets for 2022/23, which form the basis of the individual revenue expenditure monitoring reports.

### **3.2.**

Individual revenue expenditure reports are circulated every month to inform Elected Members of the up-to-date financial position. Quarterly revenue expenditure monitoring reports are presented to individual service committees.

### **3.3.**

In terms of revenue spending, at an individual cost centre level, budget holders are required to provide an explanation of the causes of each material variance and to identify appropriate corrective actions to remedy the situation.

### **3.4.**

Material variances are identified automatically as Priority Actions within individual budget cost centres according to the following criteria:

- Variance of £10,000 and more than 110% or less than 90% of anticipated position (1B).
- Not more than 110% or less than 90% of anticipated position but variance greater than £50,000 (1C).

### **3.5.**

Priority Actions can be identified at the Service Function level according to the same criteria and these are shown in the Revenue Expenditure Statements. As with individual cost centre variances, each of these Priority Actions requires an explanation and corrective action to be identified and these are shown in the Budget Action Plan.

### **3.6.**

The details have been provided following consultation with the relevant Corporate Directors and their staff.

### **3.7.**

The figures quoted within the Budget Action Plan by way of the underspend and overspend position will always relate to the position within the current month.

## **4. Financial Summary**

### **4.1.**

The financial summary for the period 1 July to 30 September 2022 is attached as Annex 1 to this report.

### **4.2.**

The details by Service Area statement is attached as Annex 2 to this report.

### **4.3.**

The Budget Action Plan, attached as Annex 3 to this report, provides an explanation and proposed corrective action for each of the Priority Actions identified.

## **5. Corporate Governance**

This report relates to the Council complying with its governance and financial processes and procedures and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

## **6. Financial Implications**

### **6.1.**

The Financial Regulations state that service directors are able to incur expenditure within an approved revenue budget. Such expenditure must be in accordance with the Council's policies or objectives subject to compliance with these Financial Regulations and approved schemes of delegation.

### **6.2.**

Additional expenditure requirements identified during the financial year can only be approved by means of a spending recommendation to the Policy and Resources Committee, subject to the use of emergency powers.

## **7. Legal Aspects**

Regular financial monitoring and reporting help the Council meet its statutory obligation to secure best value.

## **8. Contact Officer**

Erik Knight, Head of Finance, Email [erik.knight@orkney.gov.uk](mailto:erik.knight@orkney.gov.uk).

## **9. Annexes**

Annex 1: Financial Summary.

Annex 2: Financial Detail by Service Area.

Annex 3: Budget Action Plan.

**Annex 1: Financial Summary**

September 2022

The table below provides a summary of the position across all Service Areas.

<b>General Fund</b>	<b>Spend</b>	<b>Budget</b>	<b>Over/(Under)</b>	<b>Spend</b>	<b>Annual</b>
<b>Service Area</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>	<b>Budget</b>
					<b>£000</b>
Roads	1,842.9	1,750.1	92.8	105.3	3,949.9
Transportation	1,377.4	2,247.7	(870.3)	61.3	3,602.9
Operational Environmental Services	716.5	832.0	(115.5)	86.1	3,028.3
Environmental Health & Trading Standards	347.2	404.1	(56.9)	85.9	1,031.2
Development	674.9	675.1	(0.2)	100.0	4,724.9
Planning	195.6	550.8	(355.2)	35.5	1,216.7
	<b>5,154.5</b>	<b>6,459.8</b>	<b>(1,305.3)</b>	<b>79.8</b>	<b>17,553.9</b>
<b>Service Totals</b>	<b>5,154.5</b>	<b>6,459.8</b>	<b>(1,305.3)</b>	<b>79.8</b>	<b>17,553.9</b>

Compared to last month, the total number of PAs has changed as follows:

<b>Service Area</b>	<b>No. of PAs</b>		<b>Service Functions</b>	<b>PAs/ Function</b>
	<b>P05</b>	<b>P06</b>		
Roads	8	7	12	58%
Transportation	8	8	9	89%
Operational Environmental Services	4	4	6	67%
Environmental Health & Trading Standards	0	2	3	67%
Development	5	4	9	44%
Planning	3	4	6	67%
<b>Totals</b>	<b>28</b>	<b>29</b>	<b>45</b>	<b>64%</b>

**Annex 2: Financial Detail by Service Area****September 2022**

The following tables show the spending position by service function

**General Fund**

		<b>Spend</b>	<b>Budget</b>	<b>Over/(Under)</b>	<b>Spend</b>	<b>Annual</b>
<b>Roads</b>	<b>PA</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>	<b>Budget</b>
						<b>£000</b>
Winter Maintenance and Response	<b>1B</b>	173.2	151.2	22.0	114.5	963.2
Street Lighting	<b>1B</b>	2.4	76.2	(73.8)	3.1	223.1
Car Parks	<b>1B</b>	(13.7)	(123.4)	109.7	11.1	(146.6)
Other Works	<b>1B</b>	48.4	28.6	19.8	169.6	112.3
Traffic Management		78.3	82.9	(4.6)	94.4	239.6
Structural Maintenance	<b>1B</b>	593.1	1,045.4	(452.3)	56.7	1,984.3
Routine Maintenance		279.8	280.4	(0.6)	99.8	787.5
Quarries Holding Account	<b>1B</b>	(32.9)	(118.4)	85.5	27.8	(500.0)
Roads Holding Account	<b>1B</b>	604.4	216.3	388.1	279.5	90.6
Fleet Holding Account		105.0	96.3	8.7	109.1	0.0
Movement in Reserves		0.0	0.0	0.0	0.0	85.4
Miscellaneous - RD		4.9	14.6	(9.7)	33.4	110.5
<b>Service Total</b>		<b>1,842.9</b>	<b>1,750.1</b>	<b>92.8</b>	<b>105.3</b>	<b>3,949.9</b>

**Changes in original budget position:**

Original Net Budget	3,175.9
Ph II Corp Mgt Restructure GF/WF	90.6
Roads Revenue Maintenance from R&R	683.4
	<b>3,949.9</b>

		Spend	Budget	Over/(Under)	Spend	Annual
	PA	£000	£000	£000	%	Budget
						£000
<b>Transportation</b>						
Administration - TR	<b>1B</b>	4.0	94.6	(90.6)	4.2	269.2
Co-ordination	<b>1B</b>	60.7	15.5	45.2	391.3	75.9
Concessionary Fares	<b>1B</b>	80.3	52.6	27.7	152.5	124.6
Support for Operators - Buses	<b>1B</b>	459.1	615.1	(156.0)	74.6	1,397.3
Support for Operators - Air	<b>1B</b>	570.8	499.5	71.3	114.3	1,198.8
Support for Operators - Ferries		0.0	1.3	(1.3)	0.0	3.1
Airfields Operations	<b>1B</b>	200.3	234.4	(34.1)	85.5	474.7
Orkney Ferries	<b>1B</b>	59.2	734.7	(675.5)	8.1	59.3
Ferries Development	<b>1B</b>	(57.0)	0.0	(57.0)	0.0	0.0
<b>Service Total</b>		<b>1,377.4</b>	<b>2,247.7</b>	<b>(870.3)</b>	<b>61.3</b>	<b>3,602.9</b>

**Changes in original budget position:**

Original Net Budget	3,412.1
Ph II Corp Mgt Restructure GF: Airfields Officer	37.0
SusTrans Embedded Officer from Crown Estates Fund	27.0
Sustainable & Green Transport Fund projects	67.5
Ferries Replacement Project Officer from R&R	59.3
	<b>3,602.9</b>

		Spend	Budget	Over/(Under)	Spend	Annual
	PA	£000	£000	£000	%	Budget
						£000
<b>Operational Environmental Services</b>						
Burial Grounds		52.0	57.6	(5.6)	90.3	89.0
Refuse Collection	<b>1B</b>	(191.3)	(72.7)	(118.6)	263.1	661.7
Waste Disposal	<b>1B</b>	476.4	530.8	(54.4)	89.7	1,307.5
Recycling	<b>1B</b>	261.2	215.8	45.4	121.0	516.5
Environmental Cleansing		155.7	170.8	(15.1)	91.2	396.9
OES Holding Account	<b>1B</b>	(37.5)	(70.3)	32.8	53.3	56.7
<b>Service Total</b>		<b>716.5</b>	<b>832.0</b>	<b>(115.5)</b>	<b>86.1</b>	<b>3,028.3</b>

**Changes in original budget position:**

Original Net Budget	2,946.1
Ph II Corp Mgt Restructure GF: Team Manager Environmental Services Operations	56.7
APSE Consultants Waste from Workforce Mgt Fund	25.5
	<b>3,028.3</b>

<b>Environmental Health &amp; Trading Standards £000</b>	<b>Spend PA</b>	<b>Budget £000</b>	<b>Over/(Under) £000</b>	<b>Spend £000</b>	<b>Annual Budget %</b>
Administration - ES	218.8	239.4	(20.6)	91.4	655.8
Trading Standards	<b>1B</b> 58.1	114.9	(56.8)	50.6	285.5
Public Toilets	<b>1B</b> 70.3	49.8	20.5	141.4	89.9
<b>Service Total</b>	<b>347.2</b>	<b>404.1</b>	<b>(56.9)</b>	<b>85.9</b>	<b>1,031.2</b>

#### Changes in original budget position:

Original Net Budget	957.2
Ph II Corp Mgt Restructure GF: Food Safety Officer	47.0
Environmental Technical Officer from Redetermination Flex Fund	27.0
	<b>1,031.2</b>

<b>Development</b>	<b>PA</b>	<b>Spend £000</b>	<b>Budget £000</b>	<b>Over/(Under) £000</b>	<b>Spend %</b>	<b>Annual Budget £000</b>
Administration - DV		319.6	345.4	(25.8)	92.5	913.9
Business Gateway		86.0	80.1	5.9	107.3	175.6
UK Shared Prosperity Fund		8.5	4.0	4.5	214.0	9.4
Leader Programme		17.0	25.1	(8.1)	68.0	25.8
Regeneration	<b>1B</b>	175.3	90.2	85.1	194.4	2,811.9
Kirkwall Townscape Heritage		(5.3)	0.0	(5.3)	0.0	0.0
Tourism	<b>1B</b>	(131.0)	(70.3)	(60.7)	186.5	112.5
Economic Development Grants	<b>1B</b>	90.1	68.8	21.3	131.1	291.7
Other Economic Development Grants	<b>1B</b>	114.7	131.8	(17.1)	87.0	384.1
<b>Service Total</b>		<b>674.9</b>	<b>675.1</b>	<b>(0.2)</b>	<b>100.0</b>	<b>4,724.9</b>

#### Changes in original budget position:

Original Net Budget	1,665.9
Ph II Corp Mgt Restructure WF: Graduate Trainee Project Officer	26.8
Business Support Fund	2,413.6
COVID Support Funding from Business Support Fund	381.8
Create CDF Budget for 22/23	120.0
Orkney Sustainable Fisheries from Crown Estates	69.5
Kirkwall TCR (Gardens) from RRR Fund	33.5
Rousay, Egilsay & Wyre SCIO from Crown Estates	13.8
	<b>4,724.9</b>

		<b>Spend</b>	<b>Budget</b>	<b>Over/(Under)</b>	<b>Spend</b>	<b>Annual</b>
<b>Planning</b>	<b>PA</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>	<b>Budget</b>
						<b>£000</b>
Administration - PL	<b>1B</b>	88.8	73.1	15.7	121.4	354.2
Development Management	<b>1B</b>	(91.0)	42.8	(133.8)	N/A	136.3
Development Planning	<b>1B</b>	121.8	304.1	(182.3)	40.0	634.1
Building Standards		5.7	14.1	(8.4)	40.0	41.6
Archaeology		20.1	23.6	(3.5)	85.0	50.5
North Isles Landscape Partnership Scheme	<b>1B</b>	50.2	93.1	(42.9)	53.9	0.0
<b>Service Total</b>		<b>195.6</b>	<b>550.8</b>	<b>(355.2)</b>	<b>35.5</b>	<b>1,216.7</b>

**Changes in original budget position:**

Original Net Budget	1,054.4
Ph II Corp Mgt Restructure additional Fees for Planning Technician	(39.1)
Ph II Corp Mgt Restructure	70.7
Ph II Corp Mgt Restructure	(21.0)
Ph II Corp Mgt Restructure GF: Climate Change Project Officer (Strategy)	52.6
Ph II Corp Mgt Restructure GF: Islands Archaeologist	4.1
Marine Planning Partnership from Crown Estates Fund	25.0
Climate Change Officer from Crown Estates Fund	70.0
	<u><b>1,216.7</b></u>



## Roads

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R26A	<p><b>Winter Maintenance and Response</b></p> <p>More than anticipated expenditure by £22.0K</p> <p>Treatment and management of winter conditions continued into April and May due to ongoing cold weather. In addition, some flood damage related work has been carried out earlier than planned.</p>	<p><b>Monitor the situation</b></p> <p>Will continue to monitor and review once winter arrives, with its as yet unknown conditions.</p>	Lorna Richardson	31/03/2023	Ongoing
R26C	<p><b>Street Lighting</b></p> <p>Less than anticipated expenditure by £73.8K</p> <p>Lack of resource to carry out work together with the fact that some costs are not as high as anticipated.</p>	<p><b>Raise virements request</b></p> <p>Resource issues continue although recruitment is underway.</p> <p>The potential miscoding of electricity costs to another budget code will be investigated and remedied if necessary.</p>	Lorna Richardson	30/11/2022	Ongoing
R26D	<p><b>Car Parks</b></p> <p>Less than anticipated income by £109.7K</p> <p>Income from both EV charging and car parks is variable and unpredictable, depending on use. Income from EV charging does not cover the costs.</p>	<p><b>Monitor the situation</b></p> <p>Revised EV charging fees were discussed by this Committee in September 2022 and will be implemented as of 1 November 2022.</p> <p>However, there is still an expected shortfall even with the proposed increase in fees.</p>	Lorna Richardson	31/03/2023	Ongoing

## Roads

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R26E	<p><b>Other Works</b></p> <p>More than anticipated expenditure by £19.8K</p> <p>It is likely that some electricity costs for streetlighting have been inadvertently charged to this code.</p>	<p><b>Raise virements request</b></p> <p>Investigate potential miscoding of costs and raise virements if required.</p>	Lorna Richardson	30/11/2022	New
R26J	<p><b>Structural Maintenance</b></p> <p>Less than anticipated expenditure by £452.3K</p> <p>Surface dressing not carried out this year and the money will be used on other structural repairs. Other work is now programmed and/or contracted but is behind the original profile.</p>	<p><b>Monitor the situation</b></p> <p>Monitor and review to ensure that actual spend catches up with profile as the year progresses.</p>	Lorna Richardson	31/12/2022	Ongoing
R26L	<p><b>Quarries Holding Account</b></p> <p>Less than anticipated income by £85.5K</p> <p>Slowdown in sales plus purchase of some supplies ahead of budget.</p>	<p><b>Manage income/expenditure</b></p> <p>Sales behind expectation partly due to delays in roads and other construction programmes. There are also several unexpected, costly repairs for crucial machinery required. Work is due to begin shortly on a commercial strategy, including consideration of product prices, and efforts continue to develop other markets, but some work may be required to control costs in certain areas.</p>	Lorna Richardson	31/12/2022	Ongoing

## Roads

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R26M	<p><b>Roads Holding Account</b></p> <p>More than anticipated expenditure by £388.1K</p> <p>Holding account codes are difficult to profile, resulting in variances each month. Some causes of variances are increased fuel costs plus the removal of red diesel together with some unanticipated repairs to plant. However, there are also savings associated with fewer repairs due to recent improvements in the fleet.</p>	<p><b>Monitor the situation</b></p> <p>The budgets will be monitored throughout the year and profiles adjusted where possible. Investigations have also begun into the internal charge-rate to ensure that it is set at an appropriate level.</p>	Lorna Richardson	31/03/2023	Ongoing

## Transportation

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R27A	<p><b>Administration - TR</b></p> <p>Less than anticipated expenditure by £90.6K</p> <p>Vacancies within service. There is also grant income received of £50K which is received earlier than anticipated.</p>	<p><b>Monitor the situation</b></p> <p>Monitor the ongoing issue with attracting suitable candidates to fill the vacant position. A virement will be processed in respect of the grant income.</p>	Jim Buck	31/10/2022	Ongoing
R27B	<p><b>Co-ordination</b></p> <p>More than anticipated expenditure by £45.2K</p> <p>Increased works at the travel centre following vandalism incidents. Maintenance at bus shelters. Payment to HI Trans made earlier than anticipated.</p>	<p><b>Monitor the situation</b></p> <p>Continue to monitor levels of vandalism. CCTV already in place. A virement will be processed to reprofile the payment to HI Trans.</p>	Jim Buck	31/10/2022	Ongoing
R27C	<p><b>Concessionary Fares</b></p> <p>More than anticipated expenditure by £27.7K</p> <p>Additional fares with take up of Under 22 bus travel, not included in budget.</p>	<p><b>Monitor the situation</b></p> <p>This will be monitored as costs are not fully reimbursed by Scottish Government.</p>	Jim Buck	14/10/2022	Ongoing
R27G	<p><b>Support for Operators - Buses</b></p> <p>Less than anticipated expenditure by £156.0K</p> <p>Reduced use of bus service still ongoing.</p>	<p><b>Monitor the situation</b></p> <p>Looking to increase travel through incentive schemes.</p>	Jim Buck	31/12/2022	Ongoing

## Transportation

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R27I	<p><b>Support for Operators - Air</b></p> <p>More than anticipated expenditure by £71.3K</p> <p>Increasing aviation fuel costs now above budgeted pricing.</p>	<p><b>Monitor the situation</b></p> <p>Continue to monitor aviation fuel prices for future budgets.</p>	Jim Buck	31/12/2022	Ongoing
R27K	<p><b>Airfields Operations</b></p> <p>Less than anticipated expenditure by £34.1K</p> <p>Temporary closures in Eday due to lack of personnel and continuing inability to recruit to positions.</p>	<p><b>Monitor the situation</b></p> <p>Monitor the ongoing issue with attracting suitable candidates to fill the vacant position.</p>	Jim Buck	31/11/2022	Ongoing
R27L	<p><b>Orkney Ferries</b></p> <p>Less than anticipated expenditure by £675.5K</p> <p>Income been received earlier than anticipated (£500K). Staff pay increase not yet awarded. Staff vacancies within the service.</p>	<p><b>Monitor the situation</b></p> <p>Monitor.</p> <p>A virement will be processed to reprofile income. New Finance officer should be recruited within the next month.</p>	Jim Buck	14/10/2022	Ongoing
R27M	<p><b>Ferries Development</b></p> <p>Less than anticipated expenditure by £57.0K</p> <p>This is in relation to the Hyseas III ferry project.</p>	<p><b>No action required</b></p> <p>No further action as this European project is now closed.</p>	Jim Buck	21/07/2022	Ongoing

## Operational Environmental Services

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R28C	<p><b>Refuse Collection</b></p> <p>More than anticipated income by £118.6K</p> <p>Growth in income from commercial charges has been above expectations however is only just at pre-COVID levels and so does not represent any significant increase in customer base.</p>	<p><b>Monitor the situation</b></p> <p>Income is greater than originally expected but is not expected to rise beyond pre-COVID levels. Will monitor the situation as the year progresses and, if necessary, make use of the additional income to offset costs in other budget areas.</p>	Lorna Richardson	31/03/2023	Ongoing
R28E	<p><b>Waste Disposal</b></p> <p>Less than anticipated expenditure by £54.4K</p> <p>Delays in invoicing from shipping contractor and waste receiver have contributed to costs being behind profile.</p>	<p><b>Monitor the situation</b></p> <p>The late invoices are expected shortly and should result in a correction. This will be monitored however it should also be noted that costs have increased and, as waste levels rise to those from pre-2020, there may be an overspend by year-end. This would be offset with the higher than expected income, if possible.</p>	Lorna Richardson	31/03/2023	Ongoing

## Operational Environmental Services

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R28F	<p><b>Recycling</b></p> <p>More than anticipated expenditure by £45.4K</p> <p>Overspends in this area are due to an increase in materials tonnage throughputs. The shortfall is in part due to under recovery of commercial services however it should be noted that this area was previously underfunded in years 2019/20 and costs are returning to that level following reductions as a result of COVID-19.</p>	<p><b>Monitor the situation</b></p> <p>Review cost recovery of commercial hazardous waste services and amend pricing structure as required.</p> <p>Seek to resolve remaining shortfall via underspend in other areas.</p>	Lorna Richardson	31/03/2023	Ongoing
R28K	<p><b>OES Holding Account</b></p> <p>Less than anticipated income by £32.8K</p> <p>Vacancies are reducing costs whereas income is not matching profile, due to a delay in booking charges as a result of staff shortages.</p>	<p><b>Monitor the situation</b></p> <p>Cost recovery is not as anticipated. Delays in posting charges and issues with the charge-out rate are being investigated and remedied as necessary.</p>	Lorna Richardson	31/12/2022	Ongoing

## Environmental Health &amp; Trading Standards

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R29B	<p><b>Trading Standards</b></p> <p>Less than anticipated expenditure by £56.8K</p> <p>Unprogrammed income resulting from an investigation.</p>	<p><b>Monitor the situation</b></p> <p>The income will be used to offset expenses arising from the investigation.</p>	Roddy Mackay	30/11/2022	New
R29D	<p><b>Public Toilets</b></p> <p>More than anticipated expenditure by £20.5K</p> <p>Higher costs of products and requirement to conduct enhanced levels of cleaning, overspend likely to continue</p>	<p><b>Monitor the situation</b></p> <p>Following advice from the Chief Medical Officer, managers of public toilets advised to update risk assessments and review cleaning requirements, allowing for a reduction in excess costs and realign spend to the budget.</p>	Kenny Macpherson	30/11/2022	New



## Development

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R33E	<p><b>Regeneration</b></p> <p>More than anticipated expenditure by £85.1K</p> <p>Variance from budget profile is mainly due to expenditure being posted that will be offset by grant income payments not yet received or posted. Once these are paid the position will settle.</p>	<p><b>No action required</b></p> <p>No action required.</p>	Sweyn Johnston	28/10/2022	Ongoing
R33I	<p><b>Tourism</b></p> <p>More than anticipated income by £60.7K</p> <p>Underspend relates to grant income for marketing campaign received but yet to be spent.</p>	<p><b>Raise virements request</b></p> <p>Budget profile to be adjusted in line with expected spend.</p>	Sweyn Johnston	31/08/2022	Ongoing
R33J	<p><b>Economic Development Grants</b></p> <p>More than anticipated expenditure by £21.3K</p> <p>Grant payments higher than profiled but within budget.</p>	<p><b>Raise virements request</b></p> <p>Virement raised to correct profile.</p>	Sweyn Johnston	30/11/2022	Ongoing
R33K	<p><b>Other Economic Development</b></p> <p>Less than anticipated expenditure by £17.1K</p> <p>Variance largely relating to timing of payments.</p>	<p><b>Raise virements request</b></p> <p>Reprofile to correct.</p>	Sweyn Johnston	31/08/2022	Ongoing

## Planning

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R34A	<p><b>Administration - PL</b></p> <p>More than anticipated expenditure by £15.7K</p> <p>The variance is due to payment of a new annual charge relating to the provision of an IDOX Technical Managed Service. IDOX supplies the software for the Planning and Building Standards casework management systems.</p>	<p><b>Management input required</b></p> <p>The managed service provides a fully managed technical upgrade and patch management service to ensure the Council remains at the most up to date versions of available software. The move to this new service was partly prompted by the IT service no longer having the dedicated expertise to manage the updating of the specialised software. There is no scope within the budget to cover this shortfall and this has been identified as a service pressure of £15K for 2023/24.</p>	Roddy Mackay	30/11/2022	New
R34B	<p><b>Development Management</b></p> <p>Less than anticipated expenditure by £133.8K</p> <p>Planning application fee income higher than anticipated at this stage in the year due to submission of a major wind farm development. In addition, staff costs lower than expected due to a number of vacant posts.</p>	<p><b>Monitor the situation</b></p> <p>It is expected that the three vacant posts will be advertised in November.</p>	Roddy Mackay	30/11/2022	Ongoing

## Planning

<b>Function</b>	<b>Function Description/ Explanation</b>	<b>Action Category/ Action Description</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Status</b>
<b>R34C</b>	<p><b>Development Planning</b></p> <p>Less than anticipated expenditure by £182.3K</p> <p>Primarily due to underspend in staff budget as a result of five vacant posts within the team.</p>	<p><b>Monitor the situation</b></p> <p>Four of the five vacant posts have now been recruited to and the final post is currently being advertised.</p>	Roddy Mackay	30/11/2022	Ongoing
<b>R34M</b>	<p><b>North Isles Landscape Partnership</b></p> <p>Less than anticipated expenditure by £42.9K</p> <p>Variance relating to timing of grant from external funders.</p>	<p><b>Monitor the situation</b></p> <p>Monitor. Expected to resolve.</p>	Sweyn Johnston	31/08/2022	Ongoing