

**REPORT TO: DUNDEE, PERTH, ANGUS AND NORTH FIFE
STRATEGIC DEVELOPMENT PLANNING AUTHORITY
JOINT COMMITTEE MEETING ON 1st OCTOBER 2013**

REPORT ON: TAYplan SDPA BUDGET UPDATE

**REPORT BY: PAMELA EWEN, STRATEGIC DEVELOPMENT PLANNING
AUTHORITY MANAGER**

REPORT NO: SDPA07-2013

1 PURPOSE OF REPORT

- 1.1 This report provides an update on the Strategic Development Planning Authority's budget for the year ending 31st March 2014. In addition, information on the audited accounts for the last financial year is provided.

2 SUMMARY

- 2.1 The SDPA budget for the current financial year 2013/14 has not substantially changed from that previously report to The Joint Committee in March 2013. Projected expenditure within this budget year is £276,250 from a base budget of £304,600. The projected reserve balance is £191,250; the carryover of the reserve balance being approved at Joint Committee in March 2013.

3 RECOMMENDATION

- 3.1 It is recommended that The Joint Committee:
- a) Note the budget update as set out in Appendix One to this report.

4 FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising within this budget year.

5 BUDGET UPDATE

- Budget update for current year ending 31st March 2013
- 5.1 An update from the quarterly report to the previous Committee (Report SDPA03-2013: TAYplan Budget Update and 3 Year Proposed Projections) is set out in Appendix One to this report. The budget base for this year is £304,600 and the projected outturn is £276,250. The projected reserve balance is £191,250 which would be carried over to 2014/15.

- Budget Carryover
- 5.2 The TAYplan Manager is currently discussing the level of carry over projected in this financial year with the TAYplan Board. Consideration is being given to a refund to each Authority from their contribution, balanced with the longer term projections of delivering the Strategic Development Planning Authorities activities.

6 CONSULTATIONS

- 6.1 The Treasurer and Clerk to TAYplan, the Director of Communities Directorate, Angus Council, The Director of City Development, Dundee City Council, Executive Director of Environment, Enterprise and Communities, Fife Council and the Executive Director (Environment), Perth & Kinross Council have been consulted and are in agreement with the contents of this report.

7 BACKGROUND PAPERS

- 7.1 Report SDPA03-2013: TAYplan Budget Update and 3 Year Budget Projections, Joint Committee, 26th March, 2013.

Pamela Ewen
Strategic Development Planning Authority Manager
19 September 2013

APPENDIX ONE

TAYplan Budget update at 27/08/13

	13/14 Projected	13/14 Ledger updated at 31/07/13 (£)	13/14 Committed (£)	13/14 Base Budget (£)	Projected Variance (£)
STAFF COSTS					
GROSS PAY	122,780	40,927	0	124,276	(1,496)
SUPERANNUATION	22,100	5,525	0	22,991	(891)
NATIONAL INSURANCE	10,725	3,575	0	10,923	(198)
STUDENTS/TEMPORARY/CASUAL STAFF RELOCATIONS	15,450	2,088	0	18,000	(2,550)
			0	0	0
			0	0	0
TRAINING/CONF/OTHER STAFF EXPENSES	2,250	321	0	2,250	0
	173,305	52,436	0	178,440	(5,135)
PROPERTY COSTS					
10100 RENT	14,190	7,095	0	14,300	(110)
	14,190	7,095	0	14,300	(110)
SUPPLIES & SERVICES					
24111 BOOKS & MATERIALS	200		0	200	0
24106 STATIONERY	2,750	53	1,134	2,750	0
20302 OFFICE FURNITURE & EQUIPMENT	1,000	0	0	1,000	0
26000 COMPUTER CONSUMABLES inc. licences	10,750	4,070	1,075	10,750	0
24005 PRINTING & PHOTOCOPYING	8,000		0	8,000	0
26900 POSTAGES	1,500		0	1,500	0
26111 TELEPHONES	210	26	0	500	(290)
25010 LEGAL FEES	7,500	0	0	30,000	(22,500)
27202 ADVERTISING	1,000		0	1,000	0
25003 AUDIT	2,790	(930)	0	3,100	(310)
27210 HOSPITALITY	1,500	390	0	1,500	0
27300 VENUE HIRE	300	0	0	300	0
EXAMINATION	0		0	0	0
	37,500	3,609	2,209	60,600	(23,100)
TRANSPORT COSTS					
27700 CAR ALLOWANCES	750	185	0	750	0
35700 OTHER TRANSPORT COSTS	2,500	532	0	2,500	0
	3,250	717	0	3,250	0
3RD PARTY PAYMENTS					
25020 EXTERNAL CONSULTANTS	40,000	1,836	14,500	40,000	0
	40,000	1,836	14,500	40,000	0
SUPPORT SERVICES					
27800 RECHARGE FROM CENTRAL DPTS (LEGAL etc)	8,000		0	8,000	0
	8,000	0	0	8,000	0
TOTAL GROSS EXPENDITURE					
	276,245	65,693	16,709	304,590	(28,345)
INCOME					
CONTRIBUTIONS LA	240,000	240,000	0	240,000	0
78900 SALE OF DOCUMENTS	300	0		300	0
70600 INTEREST ON REVENUE BALANCES	1,000	0	0	1,000	0
RESEARCH STUDY CONTRIBUTIONS	1,500	1,500	0	1,500	0
TOTAL INCOME	242,800	241,500	0	242,800	0
NET EXPENDITURE					
	33,445	(175,807)	16,709	61,790	(28,345)
RESERVE					
Opening Reserve Balance	224,691			224,691	0
Transfer To / (From) Reserve	(33,445)			(61,790)	28,345
Balance Carried Forward	191,246			162,901	28,345