

**REPORT TO: DUNDEE, PERTH, ANGUS AND NORTH FIFE  
STRATEGIC DEVELOPMENT PLANNING AUTHORITY  
JOINT COMMITTEE MEETING ON 14th OCTOBER 2014**

**REPORT ON: TAYplan SDPA BUDGET UPDATE**

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

**REPORT NO: SDPA07-2014**

## **1 PURPOSE OF REPORT**

1.1 This report provides an update on the Strategic Development Planning Authority's budget for the year ending 31<sup>st</sup> March 2015.

## **2 SUMMARY**

2.1 The SDPA budget for the current financial year 2014/15 has not substantially changed from that previously report to The Joint Committee in March 2014. Projected expenditure within this budget year is £291,500 from a base budget of £286,500. The projected reserve balance is £149,500; the carryover of the reserve balance being approved at Joint Committee in March 2014.

## **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 31<sup>st</sup> March 2015

5.1 An update from the quarterly report to the previous Committee (Report SDPA04-2014: TAYplan Budget Update and 3 Year Proposed Projections) is set out in Appendix One to this report. The budget base for this year is £286,000 and the projected outturn is £291,500. The projected reserve balance is £149,500 which would be carried over to 2015/16.

5.2 The current budget year costs beyond staffing have largely focused on delivering the Main Issues Report consultation and preparing the Proposed Plan.

## **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 SDPA04-2014: TAYplan Budget Update and 3 Year Budget Projections, Joint Committee, 25<sup>th</sup> February, 2014.

Pamela Ewen  
Strategic Development Planning Authority Manager  
1<sup>st</sup> October 2014

## Budget update @19/8/14

		14/15 Projected	14/15 Ledger <small>updated at 15/8/14</small> (£)	14/15 Committed (£)	14/15 Base Budget (£)	Projected Variance (£)
<b>STAFF COSTS</b>						
	GROSS PAY	125,250	41,750	0	126,354	(1,104)
	SUPERANNUATION	22,545	7,515	0	23,376	(831)
	NATIONAL INSURANCE	10,995	3,665	0	11,155	(160)
	STUDENTS/TEMPORARY/CASUAL STAFF RELOCATIONS	35,997	10,375	0	21,300	14,697
				0	0	0
	TRAINING/CONF/OTHER STAFF EXPENSES	2,250	619	0	2,250	0
		<b>197,037</b>	<b>63,924</b>	<b>0</b>	<b>184,435</b>	<b>12,602</b>
<b>PROPERTY COSTS</b>						
10100	RENT	14,190	7,095	0	14,300	(110)
		<b>14,190</b>	<b>7,095</b>	<b>0</b>	<b>14,300</b>	<b>(110)</b>
<b>SUPPLIES &amp; SERVICES</b>						
24111	BOOKS & MATERIALS	200		0	200	0
24106	STATIONERY	1,500	400	0	2,750	(1,250)
20302	OFFICE FURNITURE & EQUIPMENT	500	0	0	1,000	(500)
26000	COMPUTER CONSUMABLES inc. licences	10,000	6,468	0	11,000	(1,000)
24005	PRINTING & PHOTOCOPYING	7,000	5,474	0	8,000	(1,000)
26900	POSTAGES	250	17	0	1,500	(1,250)
26111	TELEPHONES	213	71	0	500	(287)
25010	LEGAL FEES	-	0	0	0	0
27202	ADVERTISING	5,519	5,519	0	6,000	(481)
25003	AUDIT	2,790	(930)	0	2,800	(10)
27210	HOSPITALITY	1,000	179	0	1,500	(500)
27300	VENUE HIRE	1,047	1,047	0	1,000	47
	EXAMINATION	-	0	0	0	0
		<b>30,019</b>	<b>18,245</b>	<b>0</b>	<b>36,250</b>	<b>(6,231)</b>
<b>TRANSPORT COSTS</b>						
27700	CAR ALLOWANCES	800	320	0	1,000	(200)
35700	OTHER TRANSPORT COSTS	1,500	520	0	2,500	(1,000)
		<b>2,300</b>	<b>840</b>	<b>0</b>	<b>3,500</b>	<b>(1,200)</b>
<b>3RD PARTY PAYMENTS</b>						
25020	EXTERNAL CONSULTANTS	20,000	4,611		20,000	0
	REFUND OF CONTRIBUTIONS	20,000	0	20,000	20,000	0
		<b>40,000</b>	<b>4,611</b>	<b>20,000</b>	<b>40,000</b>	<b>-</b>
<b>SUPPORT SERVICES</b>						
27800	RECHARGE FROM CENTRAL DPTS (LEGAL etc)	8,000		8,000	8,000	0
		<b>8,000</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>	<b>0</b>
	<b>TOTAL GROSS EXPENDITURE</b>	<b>291,546</b>	<b>94,715</b>	<b>28,000</b>	<b>286,485</b>	<b>5,061</b>
<b>INCOME</b>						
	CONTRIBUTIONS LA	240,000		240,000	240,000	0
78900	SALE OF DOCUMENTS	200	0	0	200	0
70600	INTEREST ON REVENUE BALANCES	800	0	0	800	0
	CONSULTATION & ENGAGEMENT CONTRIBUTIONS	-	(1,500)	1,500	0	0
	<b>TOTAL INCOME</b>	<b>241,000</b>	<b>(1,500)</b>	<b>0</b>	<b>241,000</b>	<b>0</b>
	<b>NET EXPENDITURE</b>	<b>50,546</b>	<b>96,215</b>	<b>28,000</b>	<b>45,485</b>	<b>5,061</b>
<b>RESERVE</b>						
	Opening Reserve Balance	199,934			224,691	(24,757)
	Transfer To / (From) Reserve	(50,546)			(45,485)	(5,061)
	<b>Balance Carried Forward</b>	<b>149,388</b>			<b>179,206</b>	<b>(5,061)</b>

1) Temporary staff

	2014/15	2015/16
expected	23,235.00	23250
Extra proposed		
KC extra Dec-31 March	8,500.00	2500
AH 17 weeks	4,262.00	
	<b>35,997.00</b>	<b>25,750.00</b>