



Title of Report:	Corporate Services Management Accounts – Period 8
Committee Report Submitted To:	Corporate Policy and Resources
Date of Meeting:	28 January 2025
For Decision or For Information	For Decision
To be discussed In Committee YES/NO	
Linkage to Council Strategy (2021-25)	
Strategic Theme	Leader and Champion
Outcome	Provide Civic Leadership
Lead Officer	Director of Corporate Services
Estimated Timescale for Completion	
Date to be Completed	N/A – Monthly update
Budgetary Considerations	
Cost of Proposal	N/A
Included in Current Year Estimates	YES/NO
Capital/Revenue	Revenue
Code	
Staffing Costs	

Legal Considerations	
Input of Legal Services Required	YES/NO
Legal Opinion Obtained	YES/NO

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:

1.0 Purpose of Report

The purpose of this report to provide Members with information on the current financial position of Corporate Services Directorate at the end of Period 8.

2.0 Background

Council has approved the annual budget for Corporate Services and delegated authority to officers to utilise this budget in the provision of services to the rate payers. Corporate Services budget for 2024/25 is **£6,323,338** and the Planning Budget is **£1,870,125**.

3.0 Detailed Analysis

The Corporate Services position at Month 8 shows a **£23,883** negative variance, as a result of **£52k** over budget in expenditure and **£29** over budget in income.

Table 1 Analysis of Expenditure – Corporate Services Months 1-8

Head of Service Description	Actual Net Spend 2024	2024 Budget YTD	2024 Budget Variance	Sum of Annual Budget 2024	% Budget Variance
Democratic Services	1,014,849.46	1,081,565.76	66,716.30	1,703,582.17	6.17
Land and Property	146,435.69	196,376.24	49,940.55	307,201.00	25.43
Human Resources	742,004.04	786,383.62	44,379.58	1,454,411.80	5.64
ICT and Business Continuity	1,236,253.19	1,131,214.83	(105,038.36)	1,761,334.61	-9.29
Contributions to Other Bodies	84,828.00	84,828	0.00	159,703	0.00
Internal Audit	194,058.63	114,735.58	(79,323.05)	189,004.28	-69.14
Centrally Managed	132,467.70	152,397.12	19,929.42	279,202.60	13.08
Policy & Community Planning	332,973.86	312,486.56	(20,487.30)	468,897.72	-6.56
	<u>3,883,870.57</u>	<u>3,859,987.71</u>	<u>(23,882.86)</u>	<u>6,323,337.54</u>	<u>-0.62</u>
Planning	1,088,342.39	1,191,616.84	103,274.45	1,870,125.24	8.67

3.1 Democratic Services (DS)

£67K favourable due to various elements of expenditure being less than budget in Period 8 including the following: Members Mileage, Official and Courtesy Visits and an increase in Registration Income.

3.2 Land and Property

£50k favourable at period 8 due to a vacant post within the structure.

3.3 Human Resources

£47K favourable in Period 8

£44k favourable in salary costs, £13k adverse on Staff Training costs, £15k favourable on Occupational Health and £39k adverse on Programme Management costs. Budget will be released in period 9 for Staff training and Programme Management Costs to match budget and an accrual will be made for any outstanding Occupational Health costs.

3.4 ICT

£105k adverse overall in Period 8, due to a combination of underspends and overspends. The adverse variances in Telephones £124k and Computer Licences £18k, are reduced by underspends in Internet and Data Connections £44k, Computer Supplies £13k, Computer Equipment £26k and Mobile Communications £7k.

3.5 Contributions to other bodies

No variance at period 8, as budget has been released to cover costs to date.

3.6 Internal Audit.

£79k adverse as at Period 8, £11k favourable on salary Costs, £76k adverse due to costs re complaints and £15k adverse on other External Auditor costs.

3.7 Centrally Managed

Overall, £20K favourable position at the end of Period 8, due to underspends in Telephones £17k and salary costs £3k

3.8 Policy & Community Planning

Overall, £20k adverse position at the end of Period 8, due to overspend on salary costs of £17K and underspends in Programme Management Costs of £28k and overspend on other Professional Costs of £11k

3.9 Planning

£103k favourable at end of Period 8, including £154k underspend on salary costs and £54k shortfall on income projections.

4.0 Recommendation

It is recommended that the Management Accounts for Period 8 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.