



Title of Report:	Corporate Services Management Accounts – Period 10		
Committee Report Submitted To:	Corporate Policy and Resources		
Date of Meeting:	25 March 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 10.

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 10 shows a **£224,226** positive variance, as a result of **£176k** under budget in expenditure and **£48k** over budget in income.

Table 1 Analysis of Expenditure – Corporate Services Months 1-10

Head of Service Description	Actual Net Spend 2024	2024 Budget YTD	2024 Budget Variance	Sum of Annual Budget 2024	% Budget Variance
Democratic Services	1,256,384.39	1,354,672.09	98,287.70	1,703,582.17	7.82
Land and Property	155,024.77	240,988.22	85,963.45	307,201.00	55.45
Human Resources	950,511.01	1,044,742.67	94,231.66	1,454,411.80	9.91
ICT and Business Continuity	1,362,507.55	1,363,854.66	1,347.11	1,761,334.61	0.10
Contributions to Other Bodies	89,828.00	89,828	0.00	159,703	0.00
Internal Audit	231,003.48	157,516.63	(73,486.85)	189,004.28	-31.81
Centrally Managed	160,691.46	190,496.40	29,804.94	279,202.60	18.55
Policy & Community Planning	402,530.24	390,608.20	(11,912.04)	468,897.72	-2.96
	<u>4,608,480.90</u>	<u>4,832,706.87</u>	<u>224,225.97</u>	<u>6,323,337.54</u>	<u>4.87</u>
Planning	1,256,046.95	1,469,879.06	213,832.11	1,870,125.24	17.02

3.1 Democratic Services (DS)

£98K favourable due to various elements of expenditure being less than budget in Period 10 including the following: Members Mileage, Official and Courtesy Visits and an increase in Registration Income.

3.2 Land and Property

£86k favourable at Period 10 due to a vacant post within the structure and the reallocation of some salary costs to Implementing the Extraordinary Audit.

3.3 Human Resources

£94K favourable in Period 10

£68k favourable in salary costs, £18k favourable on Occupational Health. Budget was released in period 10 for Staff training, £57k, and Programme Management Costs, £17k, to match budget.

3.4 ICT

£1k favourable overall in Period 10, due to a combination of underspends and overspends. The adverse variances in Telephones £36k and Computer Licences £36k, are reduced by underspends in Internet and Data Connections £62k, Computer Supplies £14k, Computer Equipment £23k and Mobile Communications £5k.

3.5 Contributions to other bodies

No variance at period 10, as budget has been released to cover costs to date.

3.6 Internal Audit.

£72k adverse as at Period 10, £13k favourable on salary Costs, £81k adverse due to costs re complaints and £6k adverse on other External Auditor costs.

3.7 Centrally Managed

Overall, £30K favourable position at the end of Period 10, due to underspends in Telephones £23k and salary costs £4k

3.8 Policy & Community Planning

Overall, £22k adverse position at the end of Period 10, due to overspend on salary costs of £31K and underspends in Programme Management Costs of £34k and overspend on other Professional Costs of £10k

3.9 Planning

£214k favourable at end of Period 10, including £228k underspend on salary costs and £9k favourable on Advertising costs and 313k adverse on Legal services.

4.0 Recommendation

It is recommended that the Management Accounts for Period 109 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.