

<b>Title of Report:</b>	<b>Corporate Services Management Accounts – Period 11</b>		
<b>Committee Report Submitted To:</b>	<b>Corporate Policy and Resources</b>		
<b>Date of Meeting:</b>	<b>29 April 2025</b>		
<b>For Decision or For Information</b>	<b>For Decision</b>		
<b>To be discussed In Committee YES/NO</b>			
<b>Linkage to Council Strategy (2021-25)</b>			
Strategic Theme	Leader and Champion		
Outcome	Provide Civic Leadership		
Lead Officer	Director of Corporate Services		
<b>Estimated Timescale for Completion</b>			
Date to be Completed	N/A – Monthly update		
<b>Budgetary Considerations</b>			
Cost of Proposal	N/A		
Included in Current Year Estimates	<b>YES/NO</b>		
Capital/Revenue	Revenue		
Code			
Staffing Costs			

<b>Legal Considerations</b>	
Input of Legal Services Required	<b>YES/NO</b>
Legal Opinion Obtained	<b>YES/NO</b>

<b>Screening Requirements</b>	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 11.

## 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 11 shows a **£233,042** positive variance, as a result of **£183k** under budget in expenditure and **£50k** over budget in income.

**Table 1 Analysis of Expenditure – Corporate Services Months 1-11**

Head of Service Description	Actual Net Spend 2024	2024 Budget YTD	2024 Budget Variance	Sum of Annual Budget 2024	% Budget Variance
Democratic Services	1,375,174.39	1,486,078.24	110,903.85	1,703,582.17	8.06
Land and Property	167,684.70	262,802.15	95,117.45	307,201.00	56.72
Human Resources	1,056,370.38	1,157,785.56	101,415.18	1,454,411.80	9.60
ICT and Business Continuity	1,485,925.62	1,464,567.65	(21,357.97)	1,761,334.61	-1.44
Contributions to Other Bodies	89,828.00	89,828.00	0.00	159,703.00	0.00
Internal Audit	244,696.04	172,924.80	(71,771.24)	189,004.28	-29.33
Centrally Managed	176,067.36	209,546.04	33,478.68	279,202.60	19.01
Policy & Community Planning	444,412.72	429,669.02	(14,743.70)	468,897.72	-3.32
	5,040,159.21	5,273,201.46	233,042.25	6,323,337.54	4.62
Planning	1,411,386.36	1,618,403.62	207,017.26	1,870,125.24	14.67

### 3.1 Democratic Services (DS)

£110 favourable due to various elements of expenditure being less than budget in Period 11 including the following: Members Mileage, Official and Courtesy Visits and an increase in Registration Income.

### 3.2 Land and Property

£95k favourable at Period 11 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 11

£76k favourable in salary costs, £20k favourable on Occupational Health.

### **3.4 ICT**

£21k adverse overall in Period 11, due to a combination of underspends and overspends. The adverse variances in Telephones £37k and Computer Licences £56k, are reduced by underspends in Internet and Data Connections £68k, Computer Supplies £16k, Computer Equipment £26k and Mobile Communications £8k.

### **3.5 Contributions to other bodies**

No variance at period 11, as budget has been released to cover costs to date.

### **3.6 Internal Audit.**

£72k adverse as at Period 11, £13k favourable on salary Costs, £85k adverse due to costs re complaints.

### **3.7 Centrally Managed**

Overall, £33K favourable position at the end of Period 11, due to underspends in Telephones £26k and salary costs £7k

### **3.8 Policy & Community Planning**

Overall, £15k adverse position at the end of Period 11, due to overspend on salary costs of £35K and underspends in Programme Management Costs of £37k and overspend on other Professional Costs of £6k

### **3.9 Planning**

£207k favourable at end of Period 11, including £244k underspend on salary costs and £10k favourable on Advertising costs and £25k adverse on Legal services, and a deficit in income of under £10k from that predicted within the budget. The number of planning applications received over this period has decreased slightly when compared to the same period last year resulting in an decrease in advertisement costs. There are no other areas of concern at this time in relation to other expenditure codes.

## **4.0 Recommendation**

It is recommended that the Management Accounts for Period 11 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.