



Title of Report:	Corporate Services Management Accounts – Period 5
Committee Report Submitted To:	Corporate Policy and Resources
Date of Meeting:	22 October 2024
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 5.

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 5 shows a **£68,640** positive variance, as a result of **£48k** under budget in expenditure and **£21K** over budget in income.

Table 1 Analysis of Expenditure – Corporate Services Months 1-5

Head of Service Description	Actual Net Spend 2024	2024 Budget YTD	2024 Budget Variance	Sum of Annual Budget 2024	% Budget Variance
Democratic Services	622,691.68	685,364.78	62,673.10	1,703,582.17	9.14
Land and Property	94,089.08	127,476.61	33,387.53	307,201.00	26.19
Human Resources	448,553.17	480,449.98	31,896.81	1,454,411.80	6.64
ICT and Business Continuity	838,085.24	774,334.78	(63,750.469)	1,761,334.61	-8.23
Contributions to Other Bodies	79,728.00	79,728.00	0.00	159,703	0.00
Internal Audit	81,648.15	67,484.71	(14,163.44)	189,004.28	-20.99
Centrally Managed	67,030.20	95,248.20	28,218.00	279,202.60	29.63
Policy & Community Planning	204,926.11	195,304.10	(9,622.01)	468,897.72	-4.93
	<u>2,436,751.63</u>	<u>2,505,391.16</u>	<u>68,639.53</u>	<u>6,323,337.54</u>	<u>2.74</u>
Planning	718,741.52	744,942.06	26,200.54	1,870,125.24	3.52

3.1 Democratic Services (DS)

£63K favourable due to various elements of expenditure being less than budget in Period 5 including the following: Members Mileage, Official and Courtesy Visits and an increase in Registration Income.

3.2 Land and Property

£33k favourable at period 5 due to a vacant post within the structure.

3.3 Human Resources

£32K favourable in Period 5

£33k favourable in salary costs, £8k adverse in Staff Training, although budget can be released in next period to cover this.

3.4 ICT

£64K adverse overall in Period 5, due to a combination of underspends and overspends. The adverse variances in Telephones £117k and Computer Licences, are reduced by underspends in Internet and Data Connections £28k, Computer Supplies £8k, Computer Equipment £23k and Mobile Communications £18k.

3.5 Contributions to other bodies

No variance at period 5, as budget has been released to cover costs to date.

3.6 Internal Audit.

£14k adverse as at Period 5, £11k favourable on salary Costs and £28k adverse due to costs re complaints.

3.7 Centrally Managed

Overall, £28K favourable position at the end of Period 5, due to underspends in Telephones £8k and salary costs £19k

3.8 Policy & Community Planning

Overall, £9K adverse position at the end of Period 5, due to overspend on salary costs of £16K and underspends in Programme Management Costs of £8k

3.9 Planning

£26k favourable at end of Period 5, including £102k underspend on salary costs and £29k shortfall on income projections. There is also an overspend of £48k on Programme Management Costs, however this was a payment to Belfast City Council and should have been Capitalised. This will be corrected in period 6.

4.0 Recommendation

It is recommended that the Management Accounts for Period 5 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.