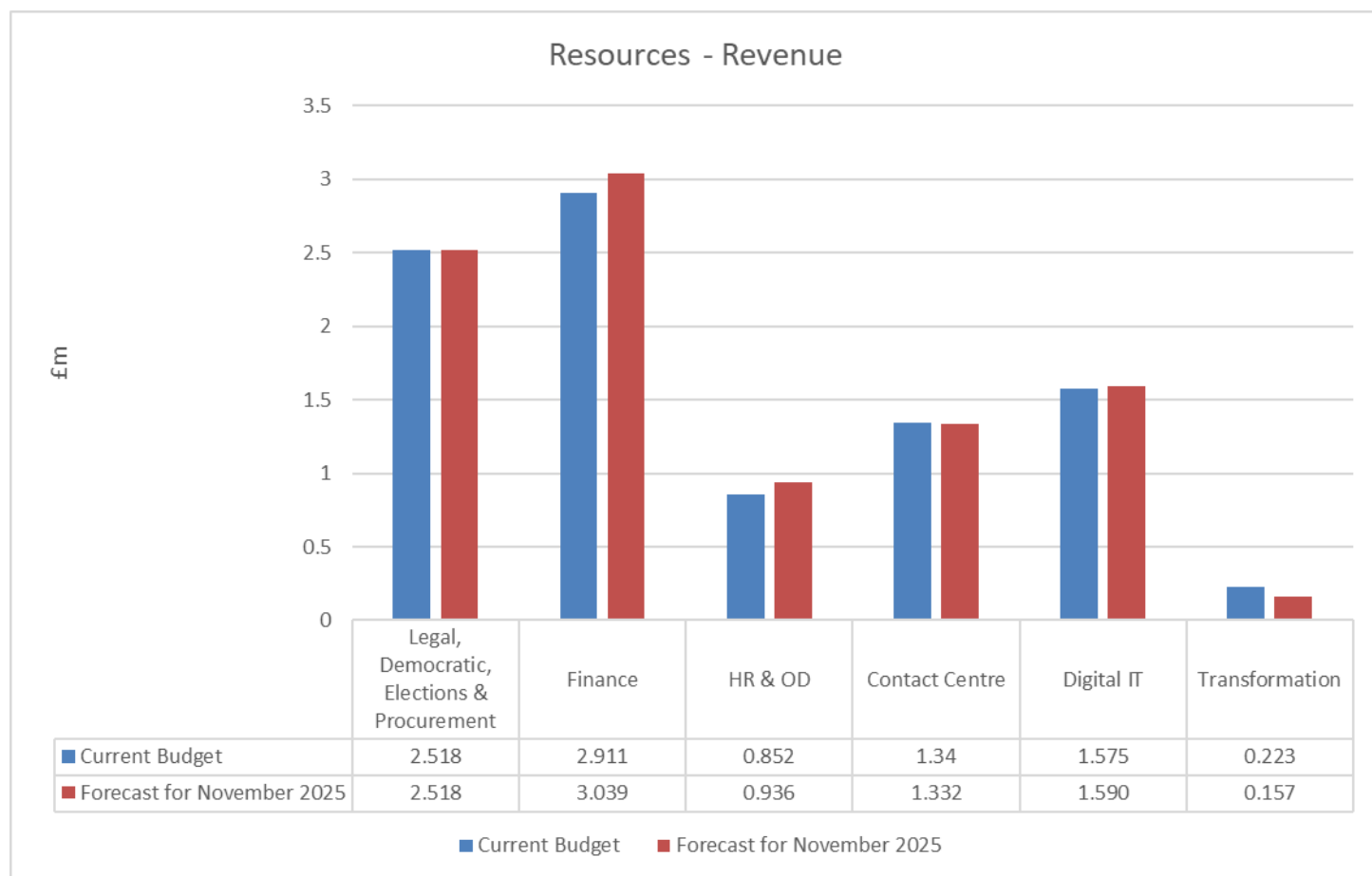


## Appendix 1 – Detailed Narrative on Forecast November 2025

### Resources

#### Revenue:

Resources are forecasting £0.153m overspend against a budget of £9.419m (1.62%). The majority of the directorate's overspend relates to a share of the overtime policy implications, whilst being offset by other minor underspends. Whilst there is limited ability to reduce the actual overspend due to the reason for it occurring, the directorate monitors all spend to minimise any unnecessary costs and spend and embodies the councils aim for striving to excellence in financial management.



<p>Legal, Democratic, Elections &amp; Procurement</p> <p>Variation £0.000m</p>	<p>Overview of Forecast: We are currently showing no overspend however there is a real risk that overspend occurs. We have increased the income forecast, based on current projection, but this is very much dependent on developers/ planners agreeing s106 agreements. Continued recruitment issues also mean that we continue use locum staff in high-risk areas such planning and litigation. Recruitment still an issue across law and governance and we are looking at readvertisements.</p>
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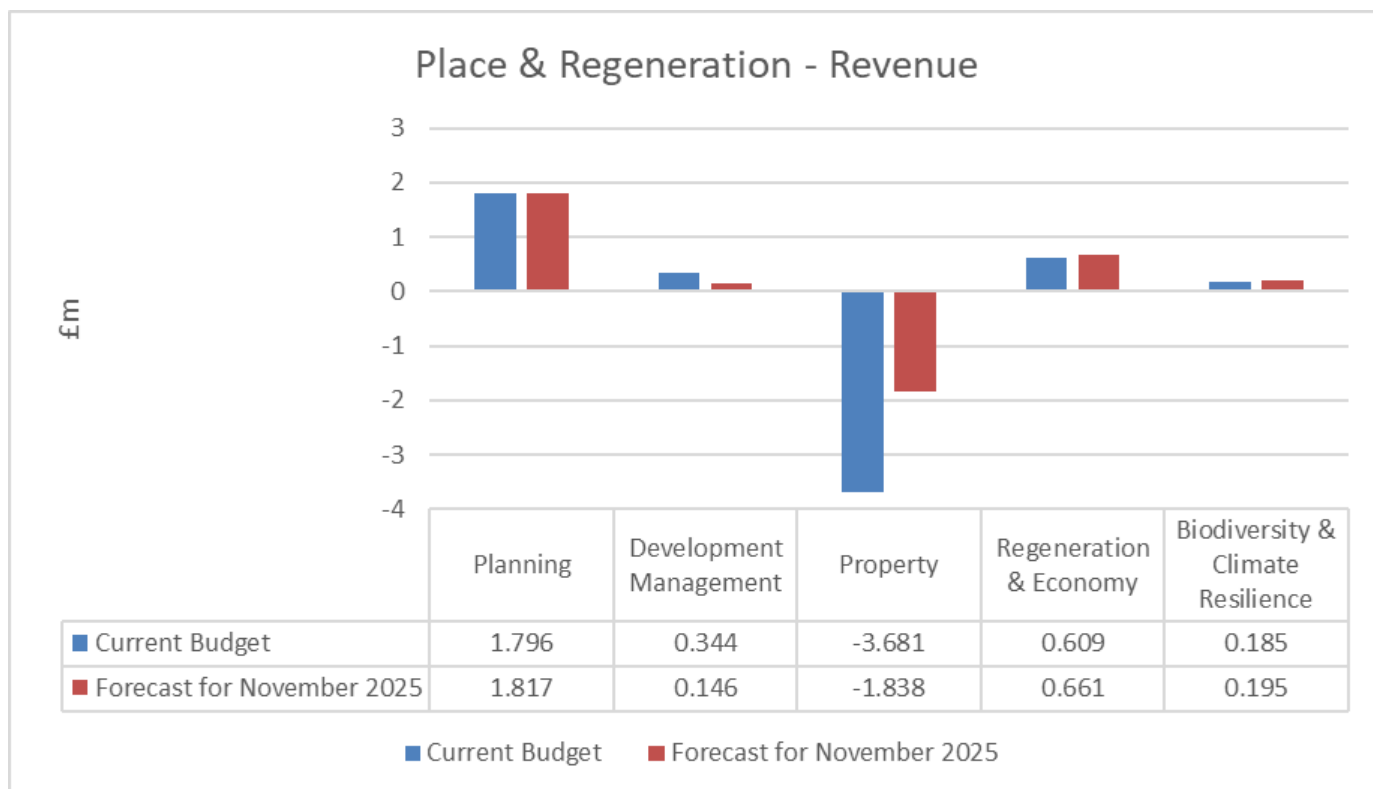
Variations To October's Forecast £0.000m	
<p>Finance</p> <p>Variation £0.128m Overspend</p> <p>Variation to October's Forecast (£0.050m)</p>	<p>The forecast year end position is an overspend of £0.128m. Following the submission of the Mid-year estimate for Housing Benefit Grant to the DWP and including a review of the caseload, despite a reduction in the overall grant payments to be made, we are forecasting a overspend due to increased expenditure on Temporary accommodation and Supported accommodation claims which are not fully grant funded by the Government, but the council has an obligation to pay. Additional New Burdens grant funding has also been received of (£0.069m).</p> <p>Minor changes across budget areas this month.</p>
<p>HR &amp; OD</p> <p>Variation £0.084m Overspend</p> <p>Variation to October's Forecast (£0.002m)</p>	<p>The main driver of the forecasted overspend is the corporate decision not to proceed with changes to the current overtime policy, resulting in the non-delivery of £0.041m savings. Other overspends have emerged during the year, that were not anticipated at the time of budget setting for 2025/26. These overspends include legal costs for employment advice (£0.020m), graduate recruitment costs (£0.007m), training software licence costs (£0.012m) and consultants fees relating to the structure project (£0.006m).</p> <p>The overspend has increased due to more legal costs anticipated and the recruitment costs for the graduates that were not included in previous forecast.</p>
<p>Contact Centre</p> <p>Variation (£0.008m) Underspend</p> <p>Variation to October's Forecast £0.001m</p>	<p>Customer Contact Centre is running to budget. Land Charges is showing a small underspend due to additional income. However, will need to monitor closely as there is a risk that post budget impact on the housing market could reduce income during remainder of financial year.</p>
<p>Digital IT</p> <p>Variation £0.015m Overspend</p>	<p>Minor overspends across the service.</p>

Variation to October's Forecast (£0.000m)	Vacant post not filled until part way through the year.
Transformation	
Variation (£0.066m) Underspend	Underspend is due to current Business Process Analyst Vacancy. Planning to recruit for this in Q4 of 2025/26, assuming greater clarity and stability of pipeline of work for the Transformation PMO.
Variation to October's Forecast (£0.020m)	Business Process Analyst Vacancy remains vacant.

## Place & Regeneration

### Revenue:

Place & Regeneration are forecasting £1.728m overspend against a budget of (0.747m) (-231.3%).



Planning & Development Management	
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<p>Planning Variation £0.021m Overspend</p> <p>Development Management Variation Underspend (£0.198m)</p>	<p>Building Control is presently forecast to be within budget (-£0.035m) assisted by additional income receipts. Planning Policy, Conservation &amp; Design is presently forecast to be overbudget by some £0.053m due to staff resource costs associated with the submission of the Local Plan and its Examination. A reserve is available for the Local Plan Examination that can be called upon if required in due course.</p> <p>Development Management is presently forecasting an underspend of (-£0.198). Income is expected to exceed budget by the end of the year. In addition to national fee increases at the start of the financial year, a number of strategic applications have been received with higher fees. Resource needs to meet additional demands are being kept under review.</p>
<p>Variation to October's Forecast Planning (£0.025m)</p> <p>Development Management £0.041m</p>	<p>The main changes since last month are the Development Management forecasts for Planning Performance Agreement income and staffing agency costs. Both have significantly increased which reflects the level of service activity on strategic planning applications.</p> <p>Continued close monitoring of Development Management income and agency costs.</p>
<p>Property</p> <p>Variation £1.843m Overspend</p>	<p>A detailed review of the in year position, including a number of rent reviews has identified a reduction in the 25/26 forecast, primarily due to lower than expected rental income from delayed lettings, reduced renewal rates and tenant failures. Offsetting this, we anticipate higher turnover rents, improved insurance recovery, and increased income from car parking and Lock29.</p>
<p>Variation to October's Forecast £0.304m</p>	<p>To strengthen future reporting, we have completed a full data review, introduced improved processes for regular financial updates, and are recruiting an in-house resource to replace the current supplier role, ensuring greater clarity and robustness.</p> <p>While unforeseen events remain a risk, these measures will significantly reduce volatility and improve confidence in future forecasts.</p>
<p>Regeneration &amp; Economy</p> <p>Variation £0.052m Overspend</p>	<p>Regeneration &amp; Growth is currently reporting an overspend of £0.052m, primarily due to staffing costs where a full-time post is only partially funded (50%) through the service budget. A review of the team's structure and budget allocation is underway, following approval of the new structure in November, which will mitigate the overspend.</p>

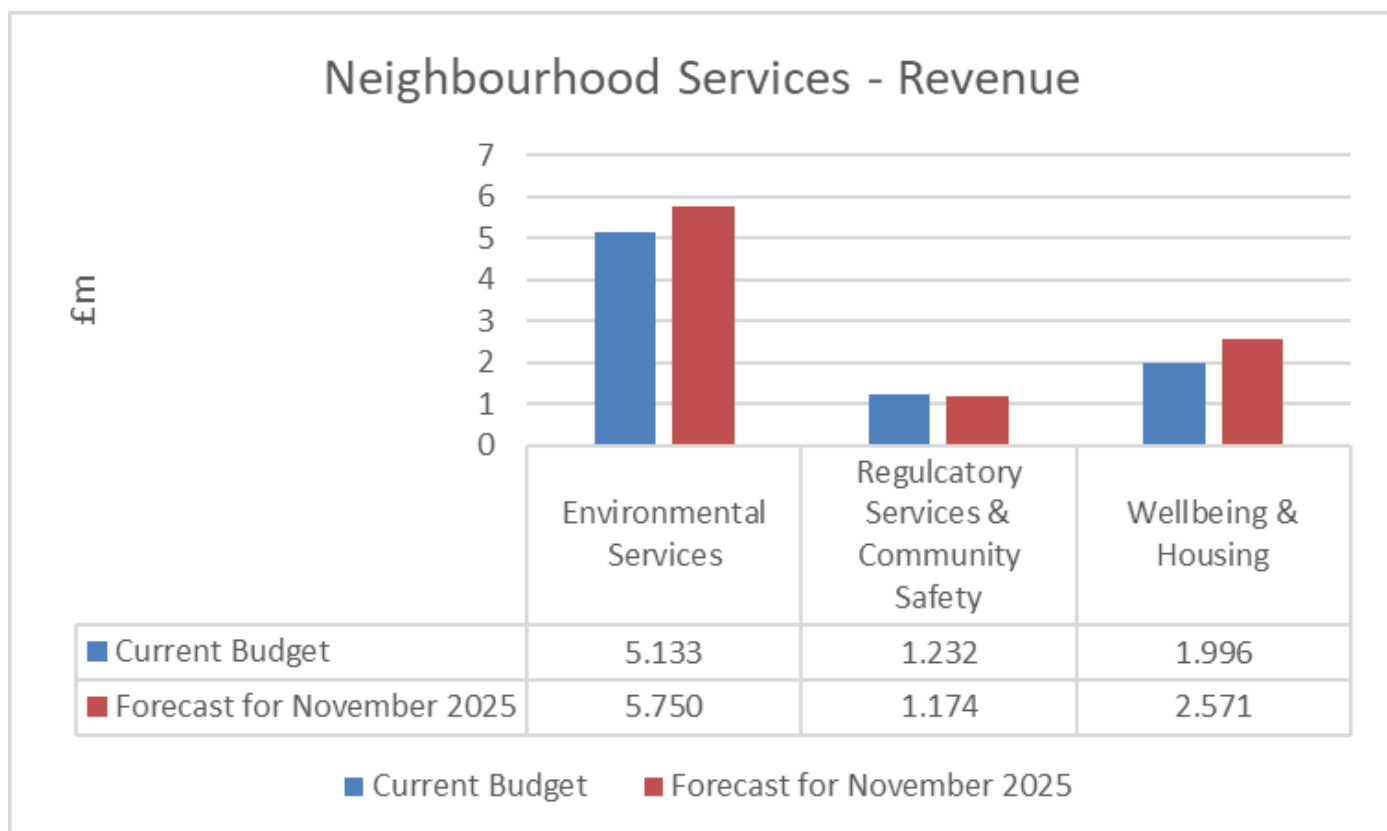
Variation to October's Forecast £0.000m	
Biodiversity & Climate Resilience  Variation £0.010m Overspend  Variation to October's Forecast £0.000m	The forecasted pressure of £0.010m within Biodiversity & Climate Resilience is largely due to an increase in forecast studies and annual reports required in 2025/26.

## Neighbourhood Services

### Revenue:

Neighbourhood Services are forecasting £1.134m overspend against a budget of £8.361m (13.6%).

The forecast overspend should remain stable as whole year costs have been reflected based on the first 6 months activity. Mitigations are being sought where possible and close working across the services to identify programmes that can be slowed or delayed to ease the budget pressures are being sought. The drivers for the overspend are long term sickness in our waste crew, additional temporary accommodation costs, and the delayed delivery of implementing an Agency arrangement in our Leisure Centres.



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<p>Environmental Services</p> <p>Variation £0.617m Overspend</p> <p>Variation to October's Forecast £0.011m</p>	<p>The forecasted pressure of £0.617m within Environmental Services is largely due to staffing pressures £0.610m within Waste and Recycling primarily because of agency staff usage. His pressure is being actively managed by the service with support as needed from HR.</p> <p>An under recovery of anticipated income for the Vehicle workshop for internal and external for labour on vehicle repairs of £0.113m.</p> <p>A reduction of £0.015m in anticipated income for street markets and annual fairs.</p> <p>The rise in gate fees and increase in more expensive repairs to an aging fleet have also impacted the service.</p> <p>There have been small movements across many services in the last month resulting in an increased overspend. Mitigations are being actively sought.</p> <p>Environmental services are continuing to investigate ways to mitigate this overspend, to date they include non-recruitment to several vacant posts across the service, a reduction in Arboricultural works carried out at sites, additional work carried out on behalf of local partners and a reduction in non-essential training carried out.</p> <p>This will be continued to be monitored and mitigations identified throughout the year including curtailing any noncritical services to offset this overspend.</p>
<p>Regulatory Services &amp; Community Safety</p> <p>Variation (£0.058m) Underspend</p> <p>Variation to October's Forecast (£0.009m)</p>	<p>Regulatory Services and Community Safety are forecasting an underspend of £0.058m.</p> <p>We have additional savings from staffing costs due to maternity leave.</p>
<p>Wellbeing &amp; Housing</p> <p>Variation £0.575m Overspend</p>	<p>The forecast is based on whole year expenses being needed as budgeted and accounts for increased IT license costs, legal fees and the increase in temporary accommodation demand due to rising homelessness.</p>

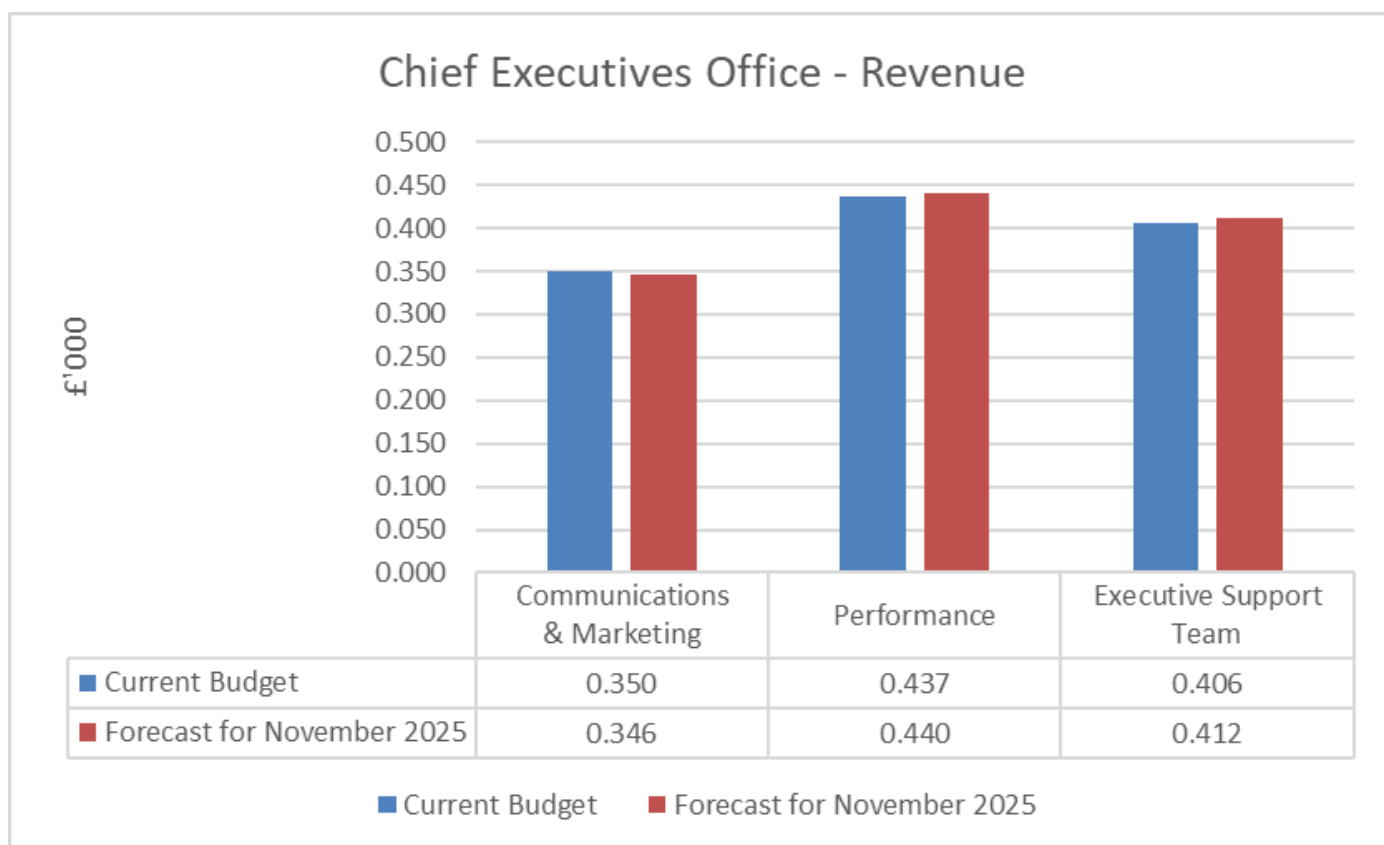
Variation to October's Forecast £0.000m	<p>Changes in temporary accommodation provision is likely to increase forecasted costs in the short term, separate from demand pressures, and this is reflected through the new forecast. Potential efficiencies from changes in contractual arrangements within the service are yet to be realised, but are being accelerated, but are not yet forecastable.</p> <p>Over the course of the year, it may be possible to underspend on some provisions within the budget and reduce the forecasted overspend. Allowing for the increased budget provision for temporary accommodation the scale of the eventual overspend will depend on the demand for temporary accommodation.</p>
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## **Chief Executives Office**

### **Revenue:**

Chief Executives Office are forecasting £0.005m overspend against a budget of £1.193m (0.4%).

Overall, the Service is £0.005m (0.4%) behind budget for the 25/26 financial year. The respective areas are managing their budgets carefully and it is anticipated that the full year budget will be achieved.



Communications & Marketing	
Variation (£0.004m) Underspend	Minor Variations within the service.

Variation to October's Forecast £0.000m	
Performance  Variation £0.003m Overspend  Variation to October's Forecast £0.000m	Minor Variations within the service.
Executive Support Team  Variation £0.006m Overspend  Variation to October's Forecast £0.000m	Minor Variations within the service.

## **Executive Matters**

### **Revenue:**

Executive Matters are forecasting a (£1.311m) underspend against a budget of £5.707m (-23.0%).

Executive Matters  Variation (£1.311m) Underspend  Variation to October's Forecast (£0.042m)	Executive Matters are forecasting an underspend of (£1.311m) funding that is due to be received in July, (£0.500m) dividend expected from Graven Hill and an over recovery of net interest of (£0.811m).
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## **Policy Contingency**

### **Revenue:**

Policy Contingency are forecasting a (£1.100m) underspend against a budget of £2.262m (-48.6%).



<p>Policy Contingency</p> <p>Variation (£1.100m) Underspend</p> <p>Variation to October's Forecast £0.000m</p>	<p>Policy Contingency includes £1.100m for Market Risk. This has been released (and shown as an underspend) in order to offset overspends in the directorates</p>
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