

# Charter Trustees for the City of Durham

23 June 2021

Revenue Outturn for the year ending  
31 March 2021



City of Durham

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## Report of Jeff Garfoot, Treasurer

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### INTRODUCTION

- 1 The purpose of this report is to provide information on the actual expenditure compared to the budget for the year ended 31 March 2021.

### COMPARISON OF REVENUE OUTTURN WITH BUDGET

- 2 At 31 March 2021 actual net expenditure was £43,927: an underspend of £26,177 (or 37.34%) against a budget of £70,104.
- 3 The original budget agreed a contribution from reserves in 2020/21 of £13,890. Based upon the final underspend of £26,177, there will be a transfer to reserves of £12,287.
- 4 The above outturn position is mainly a result of the Covid-19 pandemic which had an impact on the work of the Charter Trustees.
- 5 An analysis of the expenditure over subjective budget headings is set out in Appendix 2.
- 6 Explanations regarding the main variances between actual expenditure and the budget are provided below:

### EMPLOYEES

- 7 The Mayor and Deputy Mayor did not take up the budgeted allowances resulting in a £5,000 saving.

## TRANSPORT

- 8 Actual expenditure on transport was £3,267 at the financial year end which was £7,392 (or 69.35%) less than the original budget.

## SUPPLIES AND SERVICES

- 9 The total expenditure on supplies and services was £5,051 which was £14,072 (or 73.59%) less than the annual budget of £19,123.

## SUPPORT SERVICES

- 10 The total expenditure on support services was £31,960 which was £287 (or 0.91%) more than the annual budget of £31,673.

## ACTUAL OUTTURN

- 11 Actual net expenditure to 31 March 2021 was £43,927, an underspend of £26,177 (or 37.34%) against the net expenditure budget of £70,104.

## GENERAL RESERVE

- 12 The general reserve balance at 1 April 2020 was £62,827. With an underspend of £26,177 a contribution £12,287 has been made to the reserve, rather than the original budget draw from the reserve of £13,890. Consequently, the reserve balance has increased to £75,114 as at 31 March 2021. In 2021/22 there is a commitment to draw £15,162 from the reserve which would result in a reserve balance of £59,952 as at 31 March 2022.

## VAT

- 12 As at 31 March 2021 the total VAT paid and to be reclaimed was £7,590.88.

## RECOMMENDATIONS

- 13 It is **RECOMMENDED** that the City of Durham Charter Trustees note the outturn position for the year ended 31 March 2021.

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**Contact: Ian Herberson, Tel. 03000 261861**

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**RISKS AND IMPLICATIONS**

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**Legal Implications**

None.

**Finance**

The report provides information on actual expenditure compared to the budget for the year ended 31 March 2021.

**Consultation**

None.

**Equality and Diversity / Public Sector Equality Duty**

None.

**Climate Change**

None.

**Human Rights**

None.

**Crime and Disorder**

None.

**Staffing**

None.

**Accommodation**

None.

**Risk**

None.

**Procurement**

None.

**ACTUAL OUTTURN COMPARED TO THE BUDGET FOR THE YEAR  
ENDED 31 MARCH 2021**

<b>Annual Budget 2020/21</b>	<b>Budget Head</b>	<b>Actual 2020/21</b>	<b>Variance (Actual Outturn v Annual Budget)</b>
<b>£</b>		<b>£</b>	<b>£</b>
	<b>Employees</b>		
3,500	Mayor's Allowance	0	-3,500
1,500	Deputy Mayor's Allowance	0	-1,500
	<b>Premises</b>		
3,679	Town Hall	3,679	0
	<b>Transport</b>		
6,630	Civic Car	517	-6,113
1,224	Bus Hire	0	-1,224
2,805	Sergeants at Mace/ Bodyguard	2,750	-55
	<b>Supplies and Services</b>		
17,409	Mayor's Hospitality	3,846	-13,563
506	General Office Expenses	57	-449
866	Insurance	848	-18
342	External Audit	300	-42
	<b>Support Services</b>		
18,395	Administration	18,746	351
13,278	Support Services	13,214	-64
	<b>Income</b>		
0	Mayor's Civic Dinner	0	0
-30	Investment income	-30	0
<b>70,104</b>	<b>Net Expenditure</b>	<b>43,927</b>	<b>-26,177</b>
-6,675	<b>Council Tax Support Grant</b>	-6,675	0
-13,890	<b>Transfer to / (-) from Reserves</b>	12,287	26,177
<b>49,539</b>	<b>Net budget</b>	<b>49,539</b>	<b>0</b>