

Charter Trustees for the City of Durham

18 June 2014

Revenue Outturn for the year ended
31 March 2014



City of Durham

Report of Jeff Garfoot, Treasurer

Purpose of the Report

- 1 To provide information on the 2013/14 revenue outturn compared with the original budget.

Comparison of Revenue Outturn with Budget

- 2 The total net revenue expenditure for 2013/14 was £68,493; £43,826 or 39.02% less than the original budget of £112,319.
- 3 An analysis of the expenditure over subjective budget headings is set out in Appendix 2. The main reasons for variations from the budget are provided below:

Employees- £5,633 (67.20%) Underspent

- 4 This saving is due to the Mayor and Deputy Mayor's decision not to accept their allowances in 2013/14.

Premises- £4,766 (40.40%) Underspent

- 5 Due to the sharing of the Mayor and Chairman roles and the relocation of the Mayor's personal assistant, the Council agreed to reduce the annual charge for use of the Town Hall in 2013/14 to £7,030 (from £11,796); the result is a saving of £4,766.

Transport - £8,701 (53.48%) Underspent

- 6 Transport arrangements have been made through Durham County Council's chauffeuring service since the contract with Onguard chauffeuring services was terminated. There have been fewer journeys made and charged to the Charter Trust due to the sharing of the Mayor and Chair roles which has resulted in a saving of £8,701 in comparison to the original budget.

Supplies and Services - £11,254 (40.46%) Underspent

- 7 Costs are only being charged to the Charter Trust where the Mayor is not acting in a joint Mayor/ Chairman role. This, in addition to a prudent approach by the Mayor, has resulted in a saving of £10,793 on hospitality and £100 on general office expenses. There has also been a reduction in external audit fees of £324.

Administration - £11,361 (37.04%) Underspent

- 8 With effect from 1 August 2013, the Mayor's personal assistant has been supporting the Mayor for 50% of their time and working for the Council's Democratic Services in the remaining time. Consequently a saving of £11,361 has been achieved.

Income - £2,111 Over-achieved

- 7 Although there was only a £60 budget for investment income, a number of tickets for the civic dinner were sold raising an additional £2,106 for the Charter Trust.

Transfers to/ from Reserves

- 9 It was originally anticipated that £11,276 would have been drawn from reserves to balance the budget during 2013/14. However, due to the significant reduction in spend during 2013/14 there was no requirement to draw any funds from reserves.
- 10 On the contrary, the underspend of £32,550 will transfer to reserves as at 31 March 2014, bringing the total reserve balance up to £67,905, as shown in the Reserve Statement at Appendix 2.

VAT

- 11 As at 31 March 2014 the total VAT paid was £6,409.45. This full amount has been reclaimed and received.

Recommendations

- 9 It is **RECOMMENDED** that the Charter Trustees note the outturn position for the financial year ended 31 March 2014.

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RISKS AND IMPLICATIONS

Finance

The report provides information about the Charter Trust for the City of Durham's revenue outturn for 2013/14.

Staffing

None

Risk

None

Equality and Diversity / Public Sector Equality Duty

None

Accommodation

None

Crime and Disorder

None

Human Rights

None

Consultation

None

Procurement

None

Disability Issues

None

Legal Implications

None

Appendix 2

Revenue Outturn for the Charter Trust for the City of Durham 2013/14

Annual Budget 2013/14	Budget Head	Budget	Actual	Variance (Actual v Budget)
£		£	£	£
	Employees			
3,500	Mayor's Allowance	3,500	0	-3,500
1,500	Deputy Mayor's Allowance	1,500	0	-1,500
574	NI contributions	574	0	-574
2,809	Sergeants at Mace/ Body Guard	2,809	2,750	-59
	Premises			
11,796	Town Hall	11,796	7,030	-4,766
	Transport			
14,831	Civic Car	14,831	7,090	-7,741
1,440	Bus Hire	1,440	480	-960
	Supplies and Services			
24,135	Mayor's hospitality	24,135	13,342	-10,793
1,020	General office expenses	1,020	920	-100
2,034	Insurance	2,034	1,997	-37
624	External Audit	624	300	-324
	Support Services			
30,674	Administration	30,674	19,313	-11,361
17,442	Support Services	17,442	17,442	0
	Income			
-60	Investment income	-60	-65	-5
0	Civic dinner tickets	0	-2,106	-2,106
112,319	Net Expenditure	112,319	68,493	-43,826
-11,276	Transfer to/ -from Reserves	-11,276	32,550	43,826
-10,398	Council Tax Support Grant	-10,398	-10,398	0
90,645	Net Budget Requirement	90,645	90,645	0

Reserve Statement 2013/14

Opening Balance as at 1 April 2013	£ 35,355
Transfer to reserves as at 31 March 14	32,550
Closing Balance as at 31 March 2014	67,905