

Charter Trustees for the City of Durham

21 January 2015

Revenue Outturn for the period ending 31 December 2014 and Projected Outturn to 31 March 2015



City of Durham

Report of Jeff Garfoot, Treasurer

INTRODUCTION

- 1 The purpose of this report is to provide information on the:
 - actual expenditure compared to the profiled budget for the period ending 31 December 2014;
 - forecast of expenditure to 31 March 2015 in comparison to the 2014/15 original budget.

COMPARISON OF REVENUE OUTTURN WITH BUDGET

- 2 At 31 December 2014 actual net expenditure was £38,096; an underspend of £3,444 (or 8.29%) against a profiled budget of £41,540.
- 3 It is anticipated that actual expenditure at 31 March 2015 will be lower than the original budget of £59,417 by £5,596 (or 9.42%). There would no longer be a requirement to draw from reserves to balance the budget; instead a contribution to reserves of £901 is expected.
- 4 An analysis of the expenditure over subjective budget headings is set out in Appendix 2.
- 5 Explanations regarding the main variances between actual expenditure and the budget are provided below:

EMPLOYEES

- 6 It is anticipated that actual expenditure on employing the bodyguards will be £150 (or 5.45%) over budget at the financial year end. The original budget was based upon last year's actual expenditure however one less bodyguard was paid last year compared to this. The budget in future years therefore ought to be increased by £150 to allow for the full complement of staff.

TRANSPORT

- 7 Based upon the current activity levels, it is anticipated that actual expenditure on transport will be £8,080 at the financial year end which is £850 (or 11.76%) more than the original budget. This budget head will need to be closely monitored up to the end of the year.

SUPPLIES AND SERVICES

- 8 The total expenditure on supplies and services is £4,384 less than the profiled budget to date. Based upon the activity levels to date, the supplies and services outturn figure at 31 March 2015 is expected to be £11,813; an underspend of £6,619 (or 35.91%) in comparison to the budget. This is mainly due to a significant underspend on hospitality and a lower number of functions attended to date. This budget head will be closely monitored for the remainder of this financial year.

FORECAST OF OUTTURN

- 9 The latest forecast of expenditure to 31 March 2015 is £53,821, an underspend of £5,596 (or 9.42%) against the net expenditure budget of £59,417.

GENERAL RESERVE

- 10 The general reserve balance at 1 April 2014 was £67,905. With an underspend of £5,596 as projected, there will no longer be a requirement to draw from reserves to balance the net expenditure. It is now anticipated that £901 will be available as at 31 March 2015 to be transferred to reserves. The original budget allowed for a transfer from reserves of £4,695. Consequently the reserve balance would increase to £68,806 as at 31 March 2015.

VAT

- 11 As at 31 December 2014 the total VAT paid and reclaimed was £2,861.59.

RECOMMENDATIONS

- 12 It is **RECOMMENDED** that the City of Durham Charter Trustees:
- note the outturn position for the period ended 31 December 2014;
 - note the forecast of outturn to 31 March 2015;

RISKS AND IMPLICATIONS

Finance

The report provides information on the:

- actual expenditure compared to the profiled budget to 31 December 2014
- forecast of expenditure to 31 March 2015 in comparison to the 2014/15 original budget

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

**ACTUAL OUTTURN COMPARED TO THE PROFILED BUDGET TO
31 DECEMBER 2014 AND PROJECTED OUTTURN TO 31 MARCH 2015**

Annual Budget 2014/15	Budget Head	Profiled budget to date	Year to date Actual	Projected Outturn	Variance (Projected Outturn v Annual Budget)
£		£	£	£	£
	Employees				
0	Mayor's Allowance	0	0	0	0
0	Deputy Mayor's Allowance	0	0	0	0
2,750	Sergeants at Mace/ Bodyguard	2,750	2,900	2,900	150
	Premises				
3,348	Town Hall	0	0	3,348	0
7,230	Transport	5,423	6,060	8,080	850
	Supplies and Services				
15,525	Mayor's hospitality	10,350	6,118	9,180	-6,345
400	General office expenses	267	114	175	-225
2,057	Insurance	2,008	2,008	2,008	-49
450	External Audit	0	0	450	0
	Support Services				
15,697	Administration	11,773	11,954	15,757	60
12,000	Support Services	9,000	9,000	12,000	0
	Income				
-40	Investment income	-30	-58	-77	-37
59,417	Net Expenditure	41,540	38,096	53,821	-5,596
-9,488	Council Tax Support Grant	-9,488	-9,488	-9,488	0
-4,695	Transfer to/ -from Reserves	0	0	901	5,596
45,234	Net budget	32,052	28,608	45,234	0