

Charter Trustees for the City of Durham

25 January 2017

Revenue Outturn for the period ending 31 December 2016 and Projected Outturn to 31 March 2017



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 2016;
 - forecast of expenditure to 31 March 2017 in comparison to the 2016/17 original budget.

COMPARISON OF REVENUE OUTTURN WITH BUDGET

- 2 At 31 December 2016 actual net expenditure was £46,236; an underspend of £9,298 (or 16.74%) against a profiled budget of £55,534.
- 3 It is anticipated that actual expenditure at 31 March 2017 will be slightly lower than the original budget of £65,567 by £5,377 (or 8.20%). The sum required to be drawn from reserves to balance the budget is therefore expected to reduce from £10,550 to £5,173.
- 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:

SUPPLIES AND SERVICES

- 6 The total expenditure on supplies and services is £2,466 less than the profiled budget to date. Based upon the activity levels to date, the supplies and services outturn figure at 31 March 2017 is expected to be £17,535; an underspend of £507 (or 2.81%) in comparison to the annual budget.

INCOME

- 7 It is anticipated that actual income will be £5,116 at the financial year end which is £5,076 more than the original budget. This is mainly due to the fact the original budget was nil for the Mayor's civic dinner held in April 2016, which generated income of £2,550. Also a second civic dinner is being planned for March 2017 for which has been estimated to generate a similar amount of income.

FORECAST OF OUTTURN

- 8 The latest forecast of expenditure to 31 March 2017 is £60,190, an underspend of £5,377 (or 8.20%) against the net expenditure budget of £65,567.

GENERAL RESERVE

- 9 The general reserve balance at 1 April 2016 was £68,673. With a projected underspend of £5,377, the amount required to be drawn from reserves would be £5,173, rather than the original budget figure of £10,550. Consequently, the reserve balance would decrease to £63,500 as at 31 March 2017.

VAT

- 10 As at 31 December 2016 the total VAT paid and reclaimed was £2,284.71.

RECOMMENDATIONS

- 11 It is **RECOMMENDED** that the City of Durham Charter Trustees:
- note the outturn position for the period ended 31 December 2016;
 - note the forecast of outturn to 31 March 2017;

Contact: Joanne Watson, Tel. 03000 266240

RISKS AND IMPLICATIONS

Finance

The report provides information on the:

- actual expenditure compared to the profiled budget to 31 December 2016
- forecast of expenditure to 31 March 2017 in comparison to the 2016/17 original budget

Staffing

None

Equality and Diversity

None

Accommodation

None

Crime and Disorder

None

Human Rights

None

Consultation

None

Procurement

None

Disability Discrimination Act

None

Legal Implications

None

**ACTUAL OUTTURN COMPARED TO THE PROFILED BUDGET TO
31 DECEMBER 2016 AND PROJECTED OUTTURN TO 31 MARCH 2017**

Annual Budget 2016/17	Budget Head	Profiled budget to date	Year to date Actual	Projected Outturn	Variance (Projected Outturn v Annual Budget)
£		£	£	£	£
	Employees				
3,500	Mayor's Allowance	3,500	0	3,500	0
1,500	Deputy Mayor's Allowance	1,500	0	1,500	0
	Premises				
3,449	Town Hall	3,449	3,449	3,449	0
	Transport				
6,212	Civic Car	4,659	5,227	6,212	0
1,236	Bus Hire	927	953	1,230	-6
2,944	Sergeants at Mace/ Bodyguard	2,944	2,900	2,900	-44
	Supplies and Services				
15,994	Mayor's Hospitality	11,996	10,102	15,994	0
412	General Office Expenses	309	244	412	0
1,301	Insurance	1,301	829	829	-472
335	External Audit	335	300	300	-35
	Support Services				
16,276	Administration	12,207	12,399	16,532	256
12,448	Support Services	12,448	12,448	12,448	0
	Income				
0	Mayor's Civic Dinner	0	-2,550	-5,050	-5,050
-40	Investment income	-40	-66	-66	-26
65,567	Net Expenditure	55,535	46,236	60,190	-5,377
-8,229	Council Tax Support Grant	-8,229	-8,229	-8,229	0
-10,550	Transfer to / -from Reserves	0	0	-5,173	5,377
46,788	Net budget	47,306	38,007	46,788	0