

**Navigation Finance**  
Report by Chief Financial Officer

**Purpose:** The purpose of this report is to inform the Committee of the:

(i) Navigation Income and Expenditure: 1 April to 30 November 2018  
Actual and 2018/19 Forecast Outturn

and to consult the Committee on the

(ii) preparation of the Draft Budget for 2019/20 and Financial Strategy to  
2021/22

The draft budget for 2019/20 is based on the overall 2.6% increase in navigation charges as formally adopted by the Authority on 23 November 2018 following the recommendations of the Committee.

## **1 Introduction**

- 1.1 This report consolidates two reports; Navigation Income and Expenditure and the draft Budget.
- 1.2 Sections 2 to 5 contains the summary of Navigation Income and Expenditure up until 30 November, any amendments to the Latest Available Budget (LAB), Forecast Outturn (predicted year end position) and the movements on the earmarked reserves.
- 1.3 Section 6 onwards contains the draft budget. An outline of the draft budget for 2019/20 was presented to the Committee at its meeting of 25 October 2018 in order to inform the setting of navigation charges for 2019/20. Following the Authority's subsequent decision on 23 November 2018 to apply an overall increase in tolls, this report now sets out an updated draft budget for 2019/20 alongside the draft financial strategy to 2021/22.
- 1.4 The views of the Committee are sought to inform preparation of the final draft budget which is due to be considered by the Authority in February 2019.

## 2 Overview of Actual Income and Expenditure

Table 1 – Actual Navigation I&E by Directorate to 30 November 2018

	<b>Profiled Latest Available Budget</b>	<b>Actual Income and Expenditure</b>	<b>Actual Variance</b>
Income	(3,294,278)	(3,312,597)	+ 18,319
Operations	1,528,137	1,511,984	+ 16,153
Strategic Services	416,469	394,969	+ 21,500
Chief Executive	321,574	326,360	- 4,786
Projects, Corporate Items and Contributions from Earmarked Reserves	(16,050)	(22,938)	+ 6,888
<b>Net (Surplus) / Deficit</b>	<b>(1,044,148)</b>	<b>(1,102,222)</b>	<b>+ 58,074</b>

2.1 Core navigation income is above the profiled budget at the end of month eight. The overall position as at 30 November 2018 is a favourable variance of £58,074 or 5.56% difference from the profiled LAB. This is principally due to:

- An overall favourable variance of £18,319 within toll income:
  - Hire Craft Tolls is £9,929 above the profiled budget.
  - Private Craft Tolls is £7,013 above the profiled budget.
- An underspend within Operations budgets relating to:
  - Equipment, Vehicles and Vessels is over the profiled budget by £20,412 due to a number of repairs being completed ahead of schedule.
  - Ranger Services is under the profiled budget by £21,035 due timing differences on the profile originally set.
- An underspend within Strategic Services budgets relating to a number of small variances within various budgets.
- An overspend within Chief Executive relating to:
  - Legal Services is over the profiled budget by £12,741 due to a higher proportion of Legal work relating to Navigation principally as a result of increased prosecutions of boat owners for failure to pay the required toll.
  - Asset Management is under the profiled budget by £11,889 due to timing differences.

2.2 The charts at Appendix 1 provide a visual overview of actual income and expenditure compared with both the original budget and the LAB.

## 3 Latest Available Budget

3.1 The Authority's income and expenditure is monitored against the latest available budget (LAB) for 2018/19. The LAB is based on the original budget for the year, with adjustments for known and approved budget changes such as carry-forwards and budget virements. Full details of movements from the original budget are set out in Appendix 2.

Table 2 – Adjustments to Navigation LAB

	<b>Ref</b>	<b>£</b>
Original navigation budget 2018/19 (deficit)	Item 1 26/01/18	2,798
Approved carry-forwards from 2017/18	Item 12 18/05/18	639
Virement from RIV to EAD for holiday cover	Director approved	(384)
<b>LAB at 30 November 2018</b>		<b>3,053</b>

3.2 The LAB therefore provides for a navigation deficit of £3,053 in 2018/19 as at 30 November 2018.

#### **4 Overview of Forecast Outturn 2018/19**

4.1 Budget holders have been asked to comment on the expected expenditure at the end of the financial year in respect of all budget lines for which they are responsible. It must be emphasised that these forecast outturn figures should be seen as estimates and it is anticipated that they will continue to be refined and clarified through the financial year.

4.2 As at the end of November 2018, the forecast outturn indicates:

- The total forecast income is £3,355,729, or £17,429 more than the LAB.
- Total expenditure is forecast to be £3,346,156.
- The resulting surplus for the year is forecast to be £9,573. This would result in the Navigation reserve balance of approximately £370,000 (11%).

4.3 The forecast outturn expenditure reflects the following changes from the LAB as shown in Table 3. The forecast surplus represents a favourable variance of £12,626 against the LAB.

Table 3 – Adjustments to Forecast Outturn

	<b>£</b>
<b>Forecast outturn deficit per LAB</b>	<b>3,053</b>
Adjustments reported 25 October 2018	(22,762)
Increase to Private Craft Income	(2,369)
Decrease to Operations Management & Admin expenditure to reflect actuals	(495)
Increase to Legal Income	(2,000)
Increase to Legal expenditure to reflect actual split	15,000
<b>Forecast outturn surplus as at 30 November 2018</b>	<b>(9,573)</b>

4.4 The main reason for the difference between the forecast outturn and the LAB is the increase in hire craft toll income and savings within expenditure.

## 5 Reserves

Table 4 – Navigation Earmarked Reserves

	Balance at 1 April 2018	In-year movements	Current reserve balance
	£	£	£
Property	(334,135)	(22,462)	(356,597)
Plant, Vessels and Equipment	(193,430)	(54,336)	(247,766)
Premises	(64,990)	(10,290)	(75,280)
CANAPE	(36,129)	24,752	(11,377)
Computer Software	(13,302)	1,070	(12,231)
<b>Total</b>	<b>(641,986)</b>	<b>(61,266)</b>	<b>(703,251)</b>

- 5.1 Items funded from the Property Reserve include the cost of the Harbour Revision Orders relating to the transfer of Mutford Lock. The Plant, Vessel and Equipment Reserve includes the cost of the Dockyard crane and clamshell and two replacement vehicles. The Premises Reserve has continued to fund the works at the Dockyard Wet Shed and the repairs to the John Fox Cottage. The CANAPE Reserve contains the expenditure relating to the project. A claim for 50% of expenditure up to 30 June 2018 has been submitted and approved, and is expected to be reimbursed in early January.

## 6 2019/20 Budget Proposals

- 6.1 The draft budget is set out in Appendix 3 and the financial strategy to 2021/22 to provide context.
- 6.2 In line with the previously reported financial strategy, the draft budget takes account of the following factors:
1. A 2% pay increase for staff and increased employer pension costs.
  2. Need for additional expenditure to remove wrecks.
  3. Additional expenditure on dredging in order to maintain the Authority's target of 50,000 m<sup>3</sup> of material removed per annum.
  4. The cost of servicing and repairing launches is increasing.
  5. Breydon marker posts need replacement.
  6. Legal fees - increased navigation prosecutions for boat owners not paying the required toll. The Broads Authority has no option but to prosecute as a last resort if the owner fails to pay.
  7. The installation of electric charging points at the Acle Bridge mooring.
- 6.3 Total core navigation income for 2019/20 is budgeted to be £3,440,000, including £2,175,000 for private craft tolls and £1,189,000 for hire craft tolls. This income takes account of the latest available data for boat numbers. Net navigation expenditure is budgeted at £3,456,830. After taking into account

the transfer of £7,500 of interest to earmarked reserves, this will result in a budget deficit of £16,830 in 2019/20, with the result that reserves at the end of March 2020 are projected to be £345,405 (10% of net expenditure for the year).

- 6.4 Table 5 sets out an overview of the proposed 2019/20 budget, which is provided in more detail in Appendix 3.

Table 5 – Draft 2019/20 Budget

	2019/20		
	National Park	Navigation	Consolidated
	£	£	£
National Park Grant	(3,414,078)	0	(3,414,078)
Navigation Tolls	0	(3,425,000)	(3,425,000)
Other income	(15,000)	(15,000)	(30,000)
<b>Total Income</b>	<b>(3,429,078)</b>	<b>(3,440,000)</b>	<b>(6,869,078)</b>
Operations	1,157,839	2,350,531	3,508,370
Strategic Services	1,604,124	607,406	2,211,530
Chief Executive	636,946	460,413	1,097,359
Corporate Items	57,720	38,480	96,200
<b>Total Expenditure</b>	<b>3,456,629</b>	<b>3,456,830</b>	<b>6,913,459</b>
<b>Net (Surplus) / Deficit</b>	<b>27,551</b>	<b>16,830</b>	<b>44,381</b>
<b>Opening Reserves (Forecast)</b>	<b>(1,027,874)</b>	<b>(369,735)</b>	<b>(1,397,609)</b>
(Surplus) / Deficit for the year	27,551	16,830	44,381
Interest transfer	7,500	7,500	15,000
<b>Closing Reserves (Forecast)</b>	<b>(992,823)</b>	<b>(345,405)</b>	<b>(1,338,228)</b>

## 7 Operations

- 7.1 The Operations budget has seen an increase to staff costs to reflect the 2% pay increase which was agreed as part of last year's two year deal. The Equipment, Vehicles and Vessels budget has been increased to cover the cost of repairs. The Water Management budget has increased to maintain the 50,000m<sup>3</sup> dredging target. The Practical Maintenance budget has been increased to incorporate extra costs for the additional Electric Charging Points at Acle Bridge. The Ranger budget has been increased to cover the cost of servicing and repairs to the launches. Small scale savings identified in 2018/19 have also been incorporated into 2019/20. In other areas of the budget the provision represents the level of funding required to enable a continuation of the levels of service delivered in the current year.

7.2 As with previous years it is however important to recognise that the Operations budget has no capacity to take on additional projects or ad-hoc work in 2019/20.

## **8 Strategic Services**

8.1 As with the Operations budget staff costs have increased in Strategic Services Directorate for the same reasons. Similarly to Operations there is little capacity to take on additional projects or other ad-hoc work. In other areas of the budget the provision represents the level of funding required to enable a continuation of the levels of service delivered in the current year.

## **9 Chief Executive**

9.1 As with Operations and Strategic Services staff costs have increased for the same reasons. The Legal consultancy budget apportionment has been amended to 55% Navigation (previously 20%) to reflect how the actual costs in 17/18 were split.

## **10 Central and Shared Costs and Cost Apportionment**

10.1 There has been one amendment to the Legal consultancy expenditure apportionment as a result of the increased navigation prosecutions for boat owners not paying the required toll. There have been no other changes to the apportionments for 2019/20 and all other apportionments are consistent with the principles agreed by the Resources Allocation Working Group. Full details of apportionments by budget line for 2019/20 are set out in Appendix 3.

10.2 The overall split of proposed net expenditure in 2019/20 is 50% national park and 50% navigation, which is entirely consistent with the forecast split of income standing at 50% to 50% for the same period. Table 6 below provides further details of central and shared costs. These should not be seen as being synonymous with overheads, but have been identified in line with those areas specifically examined for apportionment by the Resource Allocation Working Group. As such they reflect costs across the Authority that are included within the budgets of both the Operations and Strategic Services directorates, and from the Chief Executive's section.

**Table 6 – Central and Shared Costs**

	2019/20			2020/21			2021/22		
	National Park	Navigation	Consolidated	National Park	Navigation	Consolidated	National Park	Navigation	Consolidated
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Share of central and shared costs	1,454	976	2,430	1,481	992	2,473	1,493	1,007	2,500
Pension contribution lump-sum	58	38	96	71	47	118	87	58	145
<b>Total</b>	1,512	1,014	2,526	1,552	1,039	2,591	1,580	1,065	2,645
Percentage split of central and shared costs	60%	40%	100%	60%	40%	100%	60%	40%	100%
Total core income	(3,429)	(3,440)	(6,869)	(3,488)	(3,527)	(7,015)	(3,548)	(3,616)	(7,164)
Central and shared costs as percentage of core income	44%	29%	37%	44%	29%	37%	45%	29%	37%

10.3 Central and shared costs have been defined in line with the work of the Resource Allocation Working Group to include: operational property; finance and insurance; communications; collection of tolls; ICT; legal; head office, office expenses and pool vehicles; directorate management and administration costs; human resources and training; governance and member's allowances; and the chief executive, all of which play a vital role in supporting the delivery of front line services. Central and shared costs also include the lump sum pension contribution which is made annually to reduce the Authority's share of the pension deficit as calculated by the pension fund actuary. As a percentage of income, central and shared costs are broadly static and remain at the same level as 2018/19.

## 11 Assumptions used for the Budget and Financial Strategy

11.1 The following key assumptions have been applied in developing the draft budget and financial strategy:

- Navigation tolls will be collected in line with the budget and boat numbers will remain the same;
- Salary increases from 2020/21 onwards have been based on a provisional increase of 2% over the next three years. This is consistent with the NJC award for 2018/19 and 2019/20 but will be subject to further negotiations with the NJC;

- Staffing levels will remain at 100% of budget. Staff turnover may result in timing differences between the vacancy and appointment. Where these savings arise the forecast will be adjusted accordingly;
- The forecast outturn position for 2018/19 will be delivered in line with budget holders' projections; and
- The continued provision of £60,000 per annum split equally between National Park and Navigation for the implementation of the Hickling vision.

11.2 A detailed sensitivity analysis for some of these key assumptions is set out below.

**Table 7 – Budget Sensitivity Analysis**

<b>Assumption</b>	<b>Change in assumption</b>	<b>Approximate financial impact of change £ (+/-)</b>
National Park budget for 2018/19 will be delivered in line with forecast outturn.	1% under / over-spend against National Park budget.	34,000
Navigation budget for 2018/19 will be delivered in line with forecast outturn.	1% under / over-spend against Navigation budget.	33,000
Overall salary increase of 2% in 2019/20.	1% change in salary inflation.	46,000
Boat numbers and distribution remain as predicted in 2019/20.	1% change in navigation toll income.	34,000
National Park Grant in line with current allocations and no further reduction applied in 2019/20.	1% change in National Park Grant allocation.	34,000

## **12 Earmarked Reserves**

12.1 The Authority's earmarked reserves strategy for the period 2019/20 – 2021/22 is set out in Appendix 4. The strategy details the actual balance of earmarked reserves at the end of November 2018, planned expenditure until the end of the financial year, and also provides an analysis of movements in reserves split between national park and navigation in all years to 2021/22.

12.2 Navigation earmarked reserves stand at £703,251 at the end of November 2018 and are forecast to increase slightly (to £737,140) by the end of the financial year.

12.3 Appendix 4 reflects the contributions to reserves allowed for in the budget and financial strategy set out in Appendix 3. Planned expenditure from reserves is itemised within Appendix 2 and includes in 2019/20:

- Replace four vehicles;
- Replace Dockyard Wherry with fuel barge, mini digger and NATO floats;



- Dockyard concrete pad for wash-down and replacement of slipway piles; and
- CANAPE project expenditure.

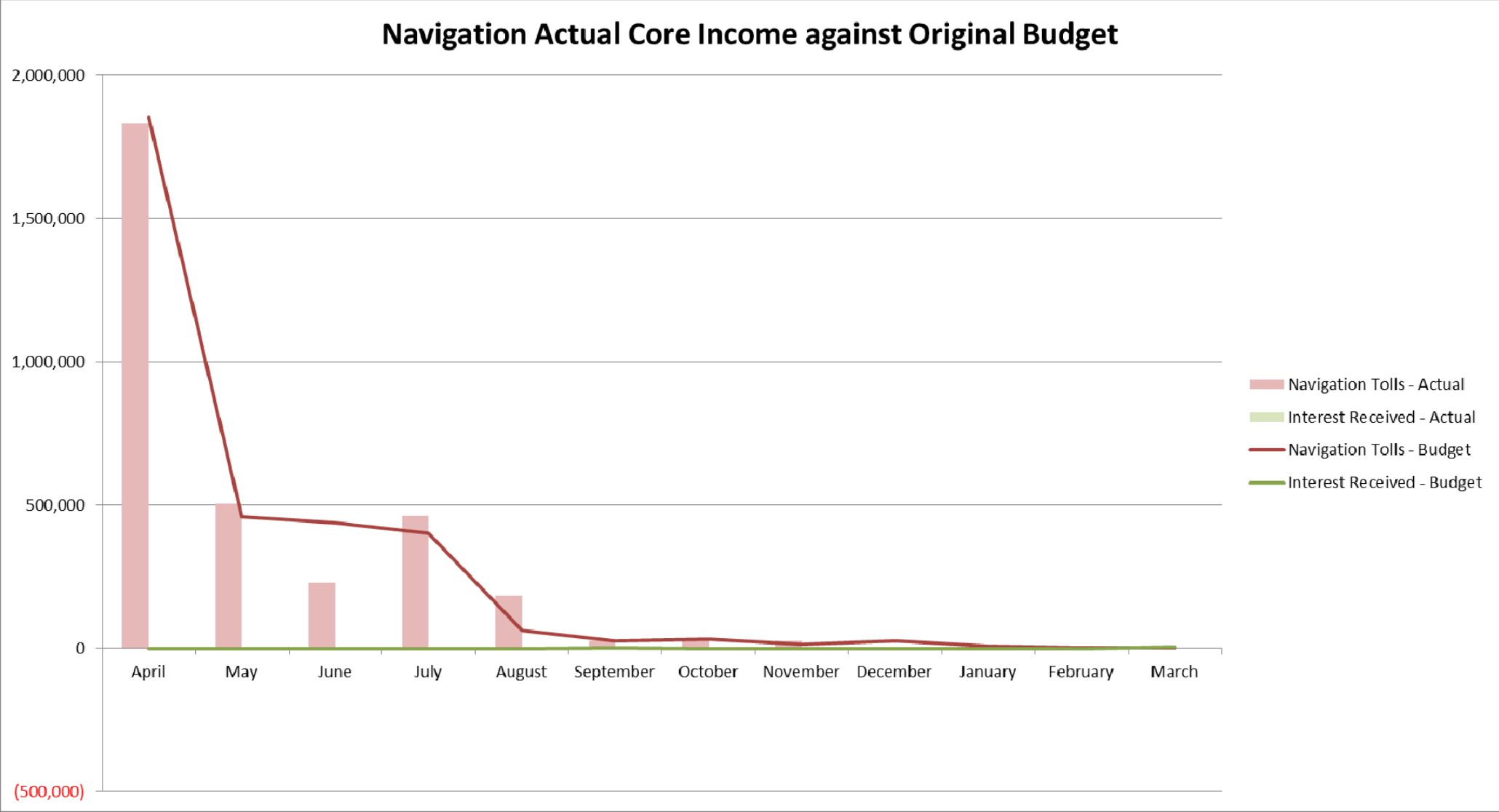
- 12.4 Planned expenditure from earmarked reserves in 2020/21 and 2021/22 includes the continued CANAPE project expenditure, replacement of the JCB160, Sanderson Telehandler and Cannonbrook at an estimated total cost of £130,000 (with £91,000 relating to navigation), replacement of four vehicles at an estimated total cost of £50,000 (with £33,000 relating to navigation), replacement of JCB220 at an estimated cost of £105,000 (with £73,500 relating to navigation) and replacement of Ranger launch at a total cost of £100,000 (with £100,000 relating to navigation). Contributions to the Plant, Vessel and Equipment Reserve have increased from £18,000 to £30,000 from 2020/21 onwards to fund launch replacements. Further details can be found in Agenda Item No. 12.
- 12.5 Taking account of all these items, the forecast balance of navigation earmarked reserves at the end of 2021/22 is £1,003,862, although it should be noted that expenditure plans for 2020/21 and beyond are likely to be refined again when the financial strategy for 2020/21 is developed later on this year.

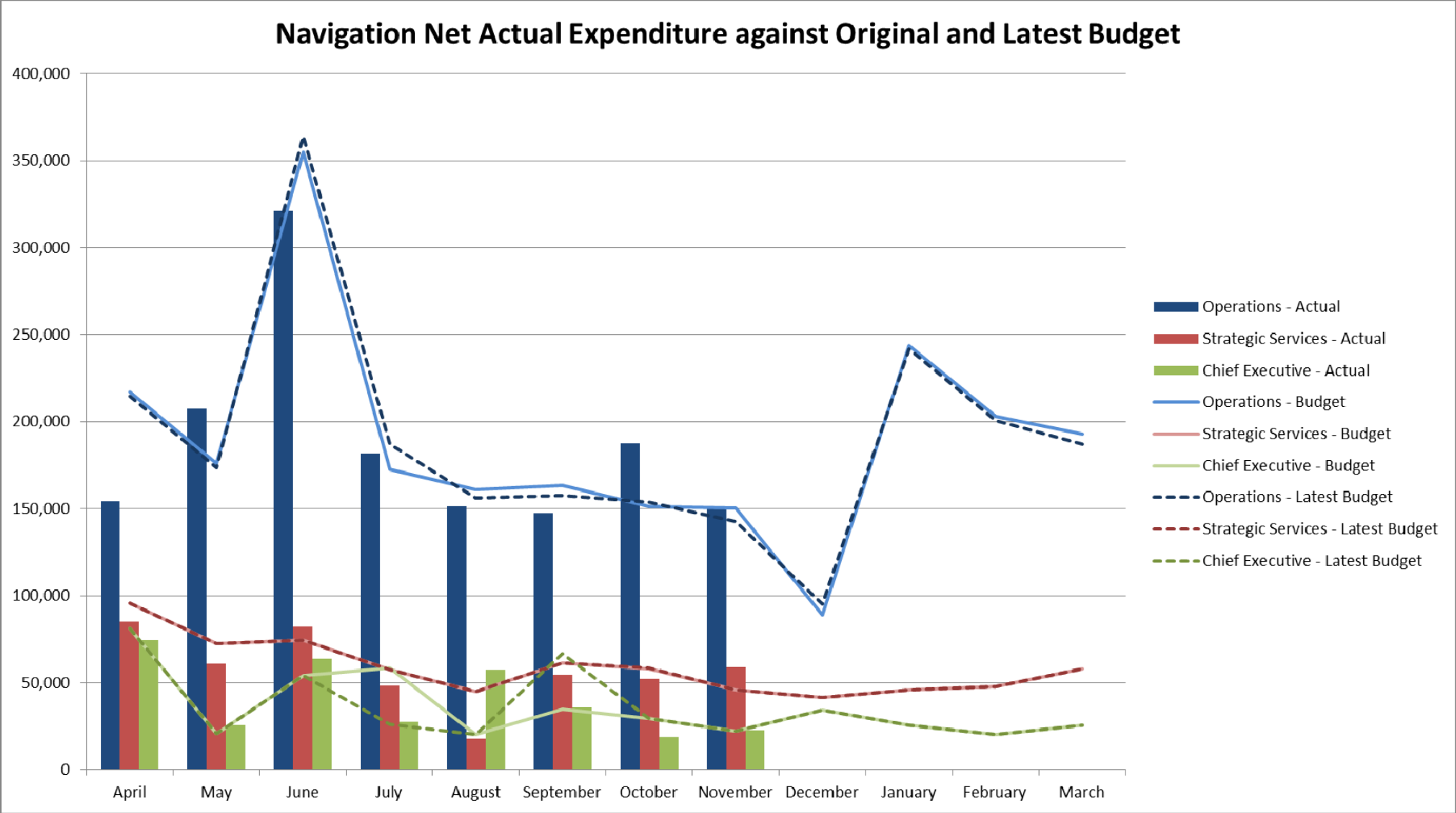
### **13 Summary**

- 13.1 The draft budget presented here incorporates the navigation charges for 2019/20 and is designed to allow the Authority to continue to deliver priority navigation activities at the required level, whilst also making prudent provision for asset maintenance over the life of the strategy and beyond. Minor adjustments have also been made to reflect the latest staffing forecasts. As a result of all these factors there is no capacity within the budget for additional projects.
- 13.2 The National Park part of the budget shows a deficit for the next three years. This will be funded from the National Park Reserve resulting in a reserve balance of £932,723 at the end of 2021/22. This balance will be £474,361 above the recommended level. The outcome of a new National Park Grant settlement from 2020/21 onwards remains uncertain. The impact of this will provide the opportunity to review all expenditure and will need to be modelled into future years.
- 13.3 It is important to recognise that the budget as a whole is highly sensitive to changes in salary inflation, as a result of the significant proportion of the budget that is made up of staff costs. The budget is based on a 2% increase in salaries for the period April 2020 to March 2022, however there remains considerable uncertainty in respect of the likely award.
- 13.4 The deficit of £16,830 allowed for in the 2019/20 budget continues to maintain the navigation reserve at 10%. This is marginally lower than previously reported in October due to the forecast of legal prosecutions. As in previous years it remains the case that the indicative tolls increases in 2020/21 and

beyond will need to be revisited during next year's budget setting process to ensure they remain appropriate. This could be as a result of any variations from current assumptions or changes in outturn figures for 2018/19.

Background Papers:	Nil
Author:	Emma Krelle
Date of Report:	20 December 2018
Broads Plan Objectives:	None
Appendices:	APPENDIX 1 – Navigation Actual Income and Expenditure Charts to 30 November 2018 APPENDIX 2 – Financial Monitor: Navigation Income and Expenditure 2018/19 APPENDIX 3 - Draft Budget 2019/20 and Financial Strategy to 2021/22 APPENDIX 4 – Earmarked Reserves to 2021/22





**To 30 November 2018**

Budget Holder

(All)

Row Labels	Values				
	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Income	(3,338,300)		(3,338,300)	(3,355,729)	+ 17,429
National Park Grant	0		0	0	+ 0
Income	0		0	0	+ 0
Hire Craft Tolls	(1,149,300)		(1,149,300)	(1,159,229)	+ 9,929
Income	(1,149,300)		(1,149,300)	(1,159,229)	+ 9,929
Private Craft Tolls	(2,121,800)		(2,121,800)	(2,121,800)	+ 0
Income	(2,121,800)		(2,121,800)	(2,121,800)	+ 0
Short Visit Tolls	(40,900)		(40,900)	(40,900)	+ 0
Income	(40,900)		(40,900)	(40,900)	+ 0
Other Toll Income	(18,800)		(18,800)	(18,800)	+ 0
Income	(18,800)		(18,800)	(18,800)	+ 0
Interest	(7,500)		(7,500)	(15,000)	+ 7,500
Income	(7,500)		(7,500)	(15,000)	+ 7,500
Operations	2,347,147	16,556	2,363,703	2,361,158	+ 2,545
Construction and Maintenance Salaries	755,238	(384)	754,854	752,804	+ 2,050
Income	(2,836)		(2,836)	(4,886)	+ 2,050
Salaries	758,074	(384)	757,690	757,690	+ 0
Expenditure			0		+ 0
Equipment, Vehicles & Vessels	316,050	8,400	324,450	324,450	+ 0
Income			0		+ 0
Expenditure	316,050	8,400	324,450	324,450	+ 0
Water Management	98,000		98,000	98,000	+ 0
Income			0		+ 0
Expenditure	98,000		98,000	98,000	+ 0
Land Management	0		0	0	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Income	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Practical Maintenance	418,700		418,700	418,700	+ 0
Income	(10,500)		(10,500)	(10,500)	+ 0
Expenditure	429,200		429,200	429,200	+ 0
Ranger Services	470,996		470,996	470,996	+ 0
Income	(78,612)		(78,612)	(78,612)	+ 0
Salaries	404,508		404,508	404,508	+ 0
Expenditure	145,100		145,100	145,100	+ 0
Pension Payments			0		+ 0
Safety	101,358		101,358	101,358	+ 0
Income	(2,000)		(2,000)	(2,000)	+ 0
Salaries	43,213		43,213	43,213	+ 0
Expenditure	60,145		60,145	60,145	+ 0
Volunteers	30,140		30,140	30,140	+ 0
Income	(400)		(400)	(400)	+ 0
Salaries	20,180		20,180	20,180	+ 0
Expenditure	10,360		10,360	10,360	+ 0
Premises	116,319	8,540	124,859	124,859	+ 0
Income			0		+ 0
Expenditure	116,319	8,540	124,859	124,859	+ 0
Operations Management and Administration	40,346		40,346	39,851	+ 495
Income	(779)		(779)	(779)	+ 0
Salaries	37,000		37,000	37,000	+ 0
Expenditure	4,125		4,125	3,630	+ 495
Strategic Services	585,393	639	586,032	587,900	- 1,869
Development Management	4,091	0	4,091	4,091	+ 0
Income	0		0	0	+ 0
Salaries	4,091	0	4,091	4,091	+ 0

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Expenditure	0	0	0	0	+ 0
Pension Payments			0		+ 0
Strategy and Projects Salaries	21,069		21,069	21,069	+ 0
Income	0		0	0	+ 0
Salaries	19,269		19,269	19,269	+ 0
Expenditure	1,800		1,800	1,800	+ 0
Biodiversity Strategy	0		0	0	+ 0
Income			0		+ 0
Expenditure	0		0	0	+ 0
Human Resources	55,231	639	55,870	53,718	+ 2,153
Income	0		0	(2,153)	+ 2,153
Salaries	30,836		30,836	30,836	+ 0
Expenditure	24,395	639	25,034	25,034	+ 0
Waterways and Recreation Strategy	47,990		47,990	47,990	+ 0
Salaries	38,990		38,990	38,990	+ 0
Expenditure	9,000		9,000	9,000	+ 0
Project Funding	0		0	0	+ 0
Expenditure	0		0	0	+ 0
Pension Payments			0		+ 0
Communications	74,362		74,362	74,362	+ 0
Income	(208)		(208)	(208)	+ 0
Salaries	64,070		64,070	64,070	+ 0
Expenditure	10,500		10,500	10,500	+ 0
Visitor Centres and Yacht Stations	79,065		79,065	79,065	+ 0
Income	(60,000)		(60,000)	(60,000)	+ 0
Salaries	115,065		115,065	115,065	+ 0
Expenditure	24,000		24,000	24,000	+ 0
Collection of Tolls	134,180		134,180	124,900	+ 9,280
Salaries	121,480		121,480	112,200	+ 9,280

Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Expenditure	12,700		12,700	12,700	+ 0
ICT	101,934		101,934	115,235	- 13,301
Salaries	62,185		62,185	62,185	+ 0
Expenditure	39,749		39,749	53,050	- 13,301
Strategic Services Management and Administration	67,472		67,472	67,472	+ 0
Income	(219)		(219)	(219)	+ 0
Salaries	43,922		43,922	43,922	+ 0
Expenditure	23,769		23,769	23,769	+ 0
Chief Executive	427,128		427,128	445,909	- 18,781
Legal	28,127		28,127	41,127	- 13,000
Income	(102)		(102)	(2,102)	+ 2,000
Salaries	16,229		16,229	16,229	+ 0
Expenditure	12,000		12,000	27,000	- 15,000
Governance	41,168		41,168	41,168	+ 0
Salaries	24,041		24,041	24,041	+ 0
Expenditure	17,127		17,127	17,127	+ 0
Chief Executive	44,354		44,354	44,354	+ 0
Salaries	44,354		44,354	44,354	+ 0
Expenditure			0		+ 0
Asset Management	69,949		69,949	69,949	+ 0
Income	(2,725)		(2,725)	(2,725)	+ 0
Salaries	21,299		21,299	21,299	+ 0
Expenditure	51,375		51,375	51,375	+ 0
Finance and Insurance	169,960		169,960	175,741	- 5,781
Income	(2,965)		(2,965)	(2,965)	+ 0
Salaries	77,045		77,045	77,045	+ 0
Expenditure	95,880		95,880	101,661	- 5,781
Premises - Head Office	73,571		73,571	73,571	+ 0
Income			0		+ 0



Row Labels	Original Budget (Navigation)	Budget Adjustments (Navigation)	Latest Available Budget (Navigation)	Forecast Outturn (Navigation)	Forecast Outturn Variance (Navigation)
Expenditure	73,571		73,571	73,571	+ 0
Projects and Corporate Items	62,304		62,304	62,304	+ 0
Partnerships / HLF	30,904		30,904	30,904	+ 0
Income	(131,546)		(131,546)	(131,546)	+ 0
Salaries	21,980		21,980	21,980	+ 0
Expenditure	140,470		140,470	140,470	+ 0
Corporate Items	31,400		31,400	31,400	+ 0
Expenditure	1,000		1,000	1,000	+ 0
Pension Payments	30,400		30,400	30,400	+ 0
Contributions from Earmarked Reserves	(80,874)	(16,940)	(97,814)	(111,115)	+ 13,301
Earmarked Reserves	(80,874)	(16,940)	(97,814)	(111,115)	+ 13,301
Expenditure	(80,874)	(16,940)	(97,814)	(111,115)	+ 13,301
<b>Grand Total</b>	<b>2,798</b>	<b>255</b>	<b>3,053</b>	<b>(9,572)</b>	<b>+ 12,626</b>



Year	Earmarked Reserves	Property Reserve - TOTAL	Plant, Vessels and Equipment Reserve - TOTAL	Premises Reserve - TOTAL	Other Earmarked Reserves - TOTAL	HLF	CANAPE	Total Earmarked Reserves - National Park	Total Earmarked Reserves - Navigation	GRAND TOTAL Earmarked Reserves	
	<b>Balance 01 April 2018</b>	<b>(479,194)</b>	<b>(202,153)</b>	<b>(148,425)</b>	<b>(569,389)</b>	<b>(113,519)</b>	<b>(72,259)</b>	<b>(942,953)</b>	<b>(641,986)</b>	<b>(1,584,939)</b>	
2018/19	<u>Contributions to Reserves to 30/11/18</u>										
	Vessels and Equipment (VES000451)	0	(92,000)	0	0			(27,600)	(64,400)	(92,000)	
	Vehicles (VEH000451)	0	(22,000)	0	0			(6,600)	(15,400)	(22,000)	
	Mutford Lock (MLK000451)	(25,000)	0	0	0			0	(25,000)	(25,000)	
	Mutford Lock Rent (MLK000552)	(1,462)	0	0	0			0	(1,462)	(1,462)	
	Launches (LAU000451)	0	(18,000)	0	0			0	(18,000)	(18,000)	
	Ranger Vehicles (RAN000451)	0	(13,000)	0	0			(5,200)	(7,800)	(13,000)	
	Dockyard Site (PRM009451)	0	0	(30,000)	0			(9,000)	(21,000)	(30,000)	
	Pool Vehicles (PCP000451)	0	(14,000)	0	0			(9,380)	(4,620)	(14,000)	
	Asset Management for Countryside sites (SIM00451)	(46,000)	0	0	0			(46,000)	0	(46,000)	
	Building repairs (PRM000451)	0	0	(50,000)	0			(36,000)	(14,000)	(50,000)	
	Potter Heigham Chalet Income (UTE000451)	0	0	0	(19,000)			(19,000)	0	(19,000)	
	Heritage Lottery Fund (HLF000451)	0	0	0	0		(50,000)	(50,000)	0	(50,000)	
	Heritage Lottery Fund Income (HLF61X552)	0	0	0	0		(114,269)	(114,269)	0	(114,269)	
	CANAPE (CAN000451)	0	0	0	0			(30,000)	(30,000)	(60,000)	
	CANAPE Income (CANXXX552)	0	0	0	0			20,553	10,276	20,553	
	<u>Contributions from Reserves to 30/11/18</u>										
	Replacement of EU63 LUJ & AO06 XPF (Vans) for CM&E (VEH000450)	0	37,834	0	0				11,350	26,484	37,834
	Replacement of Dockyard Crane, plus clamshell bucket (VES000450)	0	42,000	0	0				12,600	29,400	42,000
	Statutory fee for HROs for transfer of Mutford Lock (MLK000450)	4,000	0	0	0			0	4,000	4,000	4,000
	Relocate Dockyard Wet Shed (PRM009450)	0	0	23,560	0			7,068	16,492	23,560	23,560
	John Fox Cottage refurbishment (PRM009450)	0	0	12,000	0			3,600	8,400	12,000	12,000
	Heritage Lottery Fund costs (HLFXXX450)	0	0	0	0		320,486	320,486	0	320,486	320,486
	CANAPE Expenditure (CANXXX450)	0	0	0	0			88,952	44,476	44,476	88,952
	Catchment Partnership expenditure (CAT000450)	0	0	0	13,637			13,637	0	13,637	13,637
	Creyke roller & partnership expenditure (CAT000450)	0	0	0	15,000			15,000	0	15,000	15,000
	Upgrade Microsoft Office (ICT000450)	0	0	0	3,243			2,173	1,070	3,243	3,243
	Irstead Boathouse Repair (BHB000450)	0	0	(303)	0			(121)	(182)	(303)	(303)
	<b>Actual Balance 01 December 2018</b>	<b>(547,656)</b>	<b>(281,320)</b>	<b>(193,167)</b>	<b>(556,509)</b>	<b>42,699</b>	<b>(22,754)</b>	<b>(855,455)</b>	<b>(703,251)</b>	<b>(1,558,706)</b>	
2019/20	<u>Contributions to Reserves to 31/03/19</u>										
	Mutford Lock Rent (MLK000552)	(538)	0	0	0			0	(538)	(538)	
	Heritage Lottery Fund Income (HLF61X552)	0	0	0	0	(679,104)		(679,104)	0	(679,104)	
	CANAPE Income (CANXXX552)	0	0	0	0		(239,685)	(119,843)	(119,843)	(239,685)	
	Norfolk Rivers Trust (CAT000552)	0	0	0	(15,000)			(15,000)	0	(15,000)	
	<u>Contributions from Reserves to 31/03/19</u>										
	Norfolk CC Archaeology SLA (CUL000450)	0	0	0	3,500			3,500	0	3,500	
	Upgrade Microsoft Office (ICT000450)	0	0	0	36,757			24,627	12,130	36,757	
	Replacement of two Yare House pool vehicles (Kangoo & Focus AO58 OXC & AO58 RJV) (PCP000450)	0	24,000	0	0			16,080	7,920	24,000	
	Relocate Dockyard Wet Shed (PRM009450)	0	0	640	0			192	448	640	
	Heritage Lottery Fund costs (HLFXXX450)	0	0	0	0	498,960		498,960	0	498,960	
	CANAPE Expenditure (CANXXX450)	0	0	0	0		131,987	65,993	65,993	131,987	
	Catchment Partnership (CAT000450)	0	0	0	519			519	0	519	
		<b>Forecast Balance 01 April 2019</b>	<b>(548,194)</b>	<b>(257,320)</b>	<b>(192,527)</b>	<b>(530,733)</b>	<b>(137,445)</b>	<b>(130,452)</b>	<b>(1,059,530)</b>	<b>(737,140)</b>	<b>(1,796,670)</b>
	2019/20	<u>Contributions to Reserves to 31/03/20</u>									
		Vessels and Equipment (VES000451)	0	(92,000)	0	0			(27,600)	(64,400)	(92,000)
		Vehicles (VEH000451)	0	(22,000)	0	0			(6,600)	(15,400)	(22,000)
		Mutford Lock (MLK000451)	(25,000)	0	0	0			0	(25,000)	(25,000)
Mutford Lock Rent (MLK000451)		(2,000)	0	0	0			0	(2,000)	(2,000)	
Launches (LAU000451)		0	(18,000)	0	0			0	(18,000)	(18,000)	
Ranger Vehicles (RAN000451)		0	(13,000)	0	0			(5,200)	(7,800)	(13,000)	
Dockyard Site (PRM009451)		0	0	(30,000)	0			(9,000)	(21,000)	(30,000)	
Pool Vehicles (PCP000451)		0	(14,000)	0	0			(9,380)	(4,620)	(14,000)	
Building repairs (PRM000451)		0	0	(50,000)	0			(36,000)	(14,000)	(50,000)	
Asset Management for Countryside sites (SIM00451)		(46,000)	0	0	0			(46,000)	0	(46,000)	
Computer Software (ICT000451)		0	0	0	(10,000)			(6,700)	(3,300)	(10,000)	
Potter Heigham Chalet Income (UTE000451)		0	0	0	(21,000)			(21,000)	0	(21,000)	
Catchment Partnership (CAT000451)		0	0	0	(27,780)			(27,780)	0	(27,780)	
Catchment Partnership income (CAT000552)		0	0	0	(15,000)			(15,000)	0	(15,000)	
Heritage Lottery Fund Income (HLF61X552)		0	0	0	0	(619,880)		(619,880)	0	(619,880)	
CANAPE (CAN000451)		0	0	0	0		(60,000)	(30,000)	(30,000)	(60,000)	
CANAPE Income (CANXXX552)		0	0	0	0		(134,749)	(67,375)	(67,375)	(134,749)	
<u>Contributions from Reserves to 31/03/20</u>											
Replace Wherry Onward with fuel barge, mini digger & nato floats (VES000450)		0	57,000	0	0				17,100	39,900	57,000
Replacement of Yare House pool vehicles (two Smart) (PCP000450)		0	18,000	0	0				12,060	5,940	18,000
Dockyard Site Development (PRM009450)	0	0	45,000	0				18,000	27,000	45,000	
Replacement of CMS Peugeot Bipper AP11 EPO (VEH000450)	0	16,500	0	0				11,055	5,445	16,500	

Year	Earmarked Reserves	Property Reserve - TOTAL	Plant, Vessels and Equipment Reserve - TOTAL	Premises Reserve - TOTAL	Other Earmarked Reserves - TOTAL	HLF	CANAPE	Total Earmarked Reserves - National Park	Total Earmarked Reserves - Navigation	GRAND TOTAL Earmarked Reserves
	Planning Officer (Compliance & Implementation) (DVM000450)	0	0	0	30,000			30,000	0	30,000
	Local Plan Inspection and cost of objections (POL000450)	0	0	0	72,425			72,425	0	72,425
	Catchment Partnership (CAT000450)	0	0	0	61,465			61,465	0	61,465
	Heritage Lottery Fund costs (HLFXX450)	0	0	0	0	623,424		623,424	0	623,424
	CANAPE Expenditure (CANXXX450)	0	0	0	0		99,923	49,962	49,962	99,923
	<b>Forecast Balance 01 April 2020</b>	<b>(621,194)</b>	<b>(324,820)</b>	<b>(227,527)</b>	<b>(440,623)</b>	<b>(133,901)</b>	<b>(225,278)</b>	<b>(1,091,554)</b>	<b>(881,788)</b>	<b>(1,973,342)</b>
2020/21	<u>Contributions to Reserves to 31/03/21</u>									
	Vessels and Equipment (VES000451)	0	(92,000)	0	0			(27,600)	(64,400)	(92,000)
	Vehicles (VEH000451)	0	(22,000)	0	0			(6,600)	(15,400)	(22,000)
	Mutford Lock (MLK000451)	(25,000)	0	0	0			0	(25,000)	(25,000)
	Mutford Lock Rent (MLK000451)	(2,000)	0	0	0			0	(2,000)	(2,000)
	Launches (LAU000451)	0	(30,000)	0	0			0	(30,000)	(30,000)
	Ranger Vehicles (RAN000451)	0	(13,000)	0	0			(5,200)	(7,800)	(13,000)
	Dockyard Site (PRM009451)	0	0	(30,000)	0			(9,000)	(21,000)	(30,000)
	Pool Vehicles (PCP000451)	0	(14,000)	0	0			(9,380)	(4,620)	(14,000)
	Building repairs (PRM000451)	0	0	(50,000)	0			(36,000)	(14,000)	(50,000)
	Asset Management for Countryside sites (SIM00451)	(46,000)	0	0	0			(46,000)	0	(46,000)
	Computer Software (ICT000451)	0	0	0	(10,000)			(6,700)	(3,300)	(10,000)
	Potter Heigham Chalet Income (UTE000451)	0	0	0	(21,000)			(21,000)	0	(21,000)
	Catchment Partnership (CAT000451)	0	0	0	(28,360)			(28,360)	0	(28,360)
	Heritage Lottery Fund Income (HLF61X552)	0	0	0	0	(463,837)		(463,837)	0	(463,837)
	CANAPE (CAN000451)	0	0	0	0		(60,000)	(30,000)	(30,000)	(60,000)
	CANAPE Income (CANXXX552)	0	0	0	0		(139,673)	(69,837)	(69,837)	(139,673)
<u>Contributions from Reserves to 31/03/21</u>										
Replace JCB 160, Sanderson Telehandler & Cannonbrook(VES000450)	0	130,000	0	0			39,000	91,000	130,000	
Catchment Partnership (CAT000450)	0	0	0	28,360			28,360	0	28,360	
Heritage Lottery Fund costs (HLFXX450)	0	0	0	0	490,237		490,237	0	490,237	
CANAPE Expenditure (CANXXX450)	0	0	0	0		137,904	68,952	68,952	137,904	
	<b>Forecast Balance 01 April 2021</b>	<b>(694,194)</b>	<b>(365,820)</b>	<b>(307,527)</b>	<b>(471,623)</b>	<b>(107,501)</b>	<b>(287,047)</b>	<b>(1,224,518)</b>	<b>(1,009,193)</b>	<b>(2,233,711)</b>
2021/22	<u>Contributions to Reserves to 31/03/22</u>									
	Vessels and Equipment (VES000451)	0	(92,000)	0	0			(27,600)	(64,400)	(92,000)
	Vehicles (VEH000451)	0	(22,000)	0	0			(6,600)	(15,400)	(22,000)
	Mutford Lock (MLK000451)	(25,000)	0	0	0			0	(25,000)	(25,000)
	Mutford Lock Rent (MLK000451)	(2,000)	0	0	0			0	(2,000)	(2,000)
	Launches (LAU000451)	0	(30,000)	0	0			0	(30,000)	(30,000)
	Ranger Vehicles (RAN000451)	0	(13,000)	0	0			(5,200)	(7,800)	(13,000)
	Dockyard Site (PRM009451)	0	0	(30,000)	0			(9,000)	(21,000)	(30,000)
	Pool Vehicles (PCP000451)	0	(14,000)	0	0			(9,380)	(4,620)	(14,000)
	Building repairs (PRM000451)	0	0	(50,000)	0			(36,000)	(14,000)	(50,000)
	Asset Management for Countryside sites (SIM00451)	(46,000)	0	0	0			(46,000)	0	(46,000)
	Computer Software (ICT000451)	0	0	0	(10,000)			(6,700)	(3,300)	(10,000)
	Potter Heigham Chalet Income (UTE000451)	0	0	0	(21,000)			(21,000)	0	(21,000)
	Catchment Partnership (CAT000451)	0	0	0	(28,950)			(28,950)	0	(28,950)
	CANAPE (CAN000451)	0	0	0	0		(60,000)	(30,000)	(30,000)	(60,000)
	Heritage Lottery Fund Income (HLF61X552)	0	0	0	0	(556,581)		(556,581)	0	(556,581)
	CANAPE Income (CANXXX552)	0	0	0	0		(132,039)	(66,019)	(66,019)	(132,039)
<u>Contributions from Reserves to 31/03/22</u>										
Replacement of CM&E Peugeot Tepee & Tipper (VEH000450)	0	30,000	0	0			9,000	21,000	30,000	
Replacement of Ranger Renault Kangoo x 2 (RAN000450)	0	20,000	0	0			8,000	12,000	20,000	
Replace JCB JS220 (2017) (VES000450)	0	105,000	0	0			31,500	73,500	105,000	
Replacement of M/L Yare (LAU000450)	0	100,000	0	0			0	100,000	100,000	
Catchment Partnership (CAT000450)	0	0	0	28,950			28,950	0	28,950	
Heritage Lottery Fund costs (HLFXX450)	0	0	0	0	582,981		582,981	0	582,981	
CANAPE Expenditure (CANXXX450)	0	0	0	0		164,741	82,371	82,371	164,741	
	<b>Forecast Balance 01 April 2022</b>	<b>(767,194)</b>	<b>(281,820)</b>	<b>(387,527)</b>	<b>(502,623)</b>	<b>(81,101)</b>	<b>(314,344)</b>	<b>(1,330,747)</b>	<b>(1,003,862)</b>	<b>(2,334,609)</b>