

Consolidated Income and expenditure 1 April to 30 November 2016
Report by Head of Finance

Summary: This report provides a strategic overview of current key financial issues and items for decision.

Recommendation: That the income and expenditure figures be noted.

1 Introduction

1.1 This report covers the Consolidated Income and Expenditure from 1 April – 30 November 2016.

2 Overview of Actual Income and Expenditure

Table 1 – Actual Consolidated I&E by Directorate to 30 November 2016

	Profiled Latest Available Budget	Actual Income and Expenditure	Actual Variance
Income	(5,510,039)	(5,496,413)	- 13,626
Operations	2,419,772	2,237,391	+ 182,380
Planning and Resources	1,981,367	1,773,896	+ 207,471
Chief Executive	298,562	293,961	+ 4,602
Projects, Corporate Items and Contributions from Earmarked Reserves	(207,047)	(133,295)	- 73,752
Net (Surplus) / Deficit	(1,017,384)	(1,324,459)	+ 307,075

2.1 Core navigation income is behind of the profiled budget at the end of month eight. The overall position as at 30 November 2016 is a favourable variance of £307,075 or 30.18% difference from the profiled LAB. This is principally due to:

- An overall adverse variance of £13,505 within toll income:
 - Hire Craft Tolls £25,158 below the profiled budget
 - Private Craft Tolls £13,973 above the profiled budget
- A favourable variance within Operations budgets relating to:
 - Equipment, vehicle and vessels is under profiled budget by £36,623 due to timing differences on the reserve expenditure on the small tools replacement and new vehicle

- Water Management is under profiled budget by £18,584 due to timing differences on the Hickling project
- Land Management is under profiled budget by £10,950 due to timing differences
- Practical Maintenance is under the profiled budget by £69,271 due to timing differences on the Cockshoot re-piling
- Ranger Services is under profiled budget by £10,818 mainly due to the trial of the revised Ranger structure
- Safety is under the profiled budget by £13,010 due to delays in a vehicle replacement
- Asset Management is under profiled budget by £12,187 due to additional income being received
- Premises is under profiled budget by £11,541 due to timing differences
- A favourable variance within Planning and Resources budgets relating to:
 - Strategy and Projects is under profiled budget by £109,359 due to timing differences on the Local Plan and the Landscape Architect. Additional income from the Catchment Partnership and Tesco has also been received. This may require a carry forward at year end
 - Project Funding is under profiled budget by £36,159 due to the difficulties of profiling the project pot budget because of the uncertain nature of when projects will be submitted and spent
 - Heritage Lottery Fund (Landscape Partnership) is above profiled budget by £10,002 due to income being slightly behind profile. This has been offset by lower expenditure
 - Communications is behind profiled budget by £19,467 due to additional income being received following the Tesco Bags of Help and timing differences on the website
 - ICT is behind profiled budget by £26,083 due to savings on the photocopier leases and timing differences
 - Planning and Resources Management and Administration is under profiled budget by £12,172 due to the new franking machine contract which has come in cheaper and other small scale savings. Additional income has also been received for staff recharges

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 was being monitored against the latest available budget (LAB) in 2016/17. 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. Details of the movements from the original budget are set out in Appendix 2.

Table 2 – Adjustments to Consolidated LAB

	Ref	£
Original budget 2016/17 – deficit	Item 12	10,347

	18/03/16 (BA)	
Approved budget carry-forwards	Item 13 13/05/16 (BA)	26,031
LAB at 30 November 2016 – deficit		36,378

4 Overview of Forecast Outturn 2016/17

- 4.1 Budget holders have been asked to comment on the expected expenditure at the end of the financial year in respect of all the budget lines for which they are responsible. A summary of these adjustments are given in the table below.

Table 3 – Adjustments to Forecast Outturn

Item	£
Forecast outturn deficit per LAB	36,378
Previously reported adjustments 18/11/16	(62,166)
Increase to Hire Craft Income	(358)
Decrease to Private Craft Income	1,924
Increase to Water Management Expenditure for EA contribution towards Hickling Project	10,000
Increase to Practical Maintenance Expenditure for Dingy Park works	2,200
Increase to Asset Management Income	(7,100)
Decrease to Project Funding Expenditure	(5,500)
Increase to Insurance Expenditure for additions to policy in year for the new launch, wherry and change in rates of Insurance Premium Tax	9,000
Decrease to Planning, Resources Management & Admin Expenditure	(8,000)
Increase to Legal Expenditure	17,500
Forecast outturn surplus as at 30 November 2016	(6,122)

- 4.2 The main reason for the difference between the forecast outturn and the LAB is the change in predictions for navigation toll income and interest. There is also additional income predicted for planning income and a number of smaller savings within other budgets.

5 Reserves

Table 4 – Consolidated Earmarked Reserves

	Balance at 1 April 2016	In-year movements	Current reserve balance
--	--------------------------------	--------------------------	--------------------------------

	£	£	£
Property	(360,603)	(77,000)	(437,603)
Plant, Vessels and Equipment	(302,225)	(10,372)	(312,597)
Premises	(201,675)	(9,249)	(210,924)
Planning Delivery Grant	(290,865)	100,862	(190,003)
Upper Thurne Enhancement	(56,552)	(20,787)	(77,338)
Section 106	(76,469)	(31,972)	(108,440)
Heritage Lottery Fund	(55,956)	(7,187)	(63,143)
Total	(1,344,343)	(55,705)	(1,400,048)

5.1 £705,332 of the current reserve balance relates to navigation reserves.

6 Summary

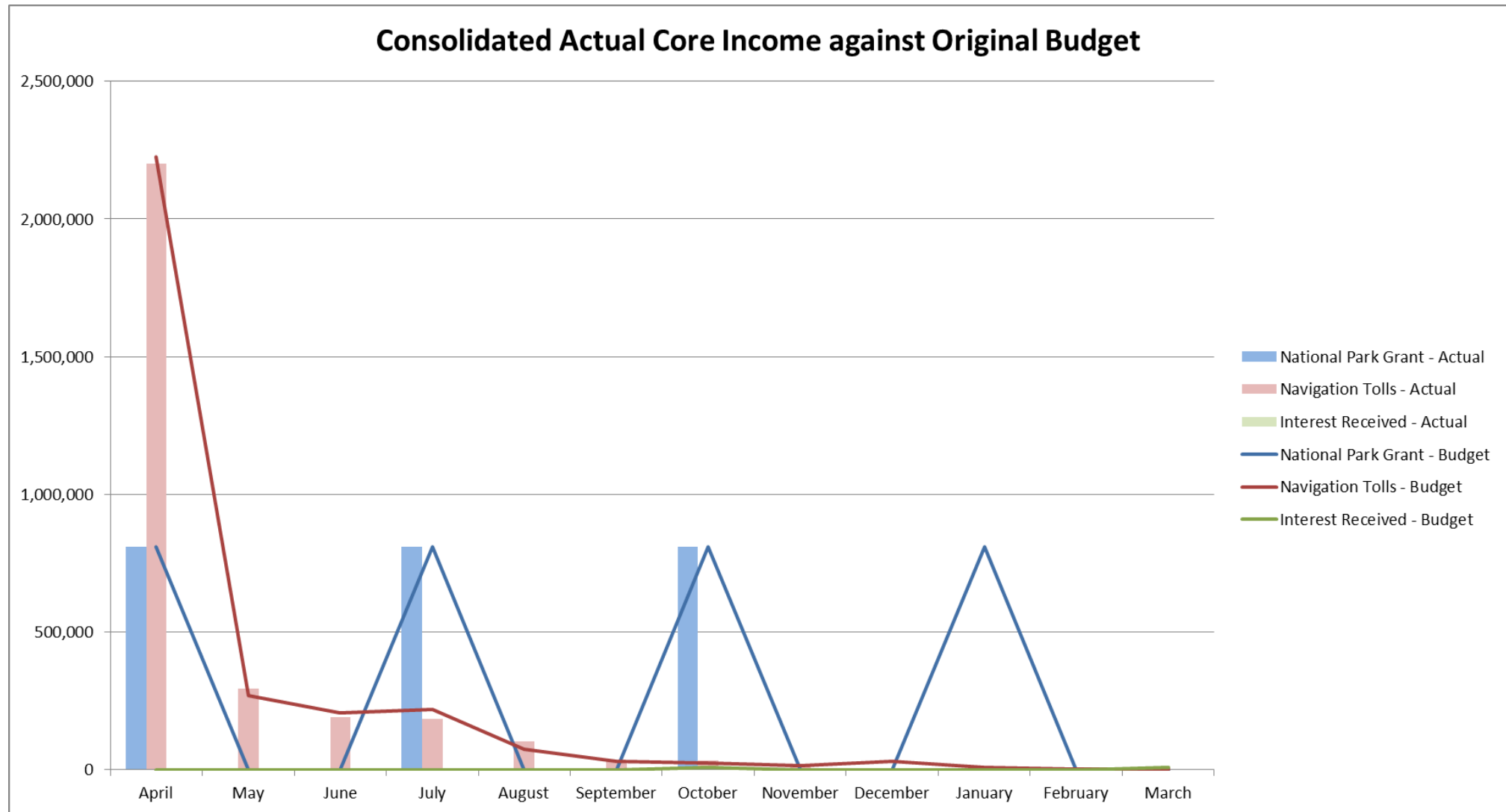
6.1 The current forecast outturn position for the year suggests a surplus of £24,924 for the national park side and a deficit of £18,802 on navigation resulting in an overall surplus of £6,122 within the consolidated budget, which would indicate a general fund reserve balance of approximately £1,069,000 and a navigation reserve balance of approximately £314,000 at the end of 2016/17 before any transfers for interest. This will mean that the navigation reserve will be just at the recommended level of 10% of net expenditure during 2016/17.

Background papers: None

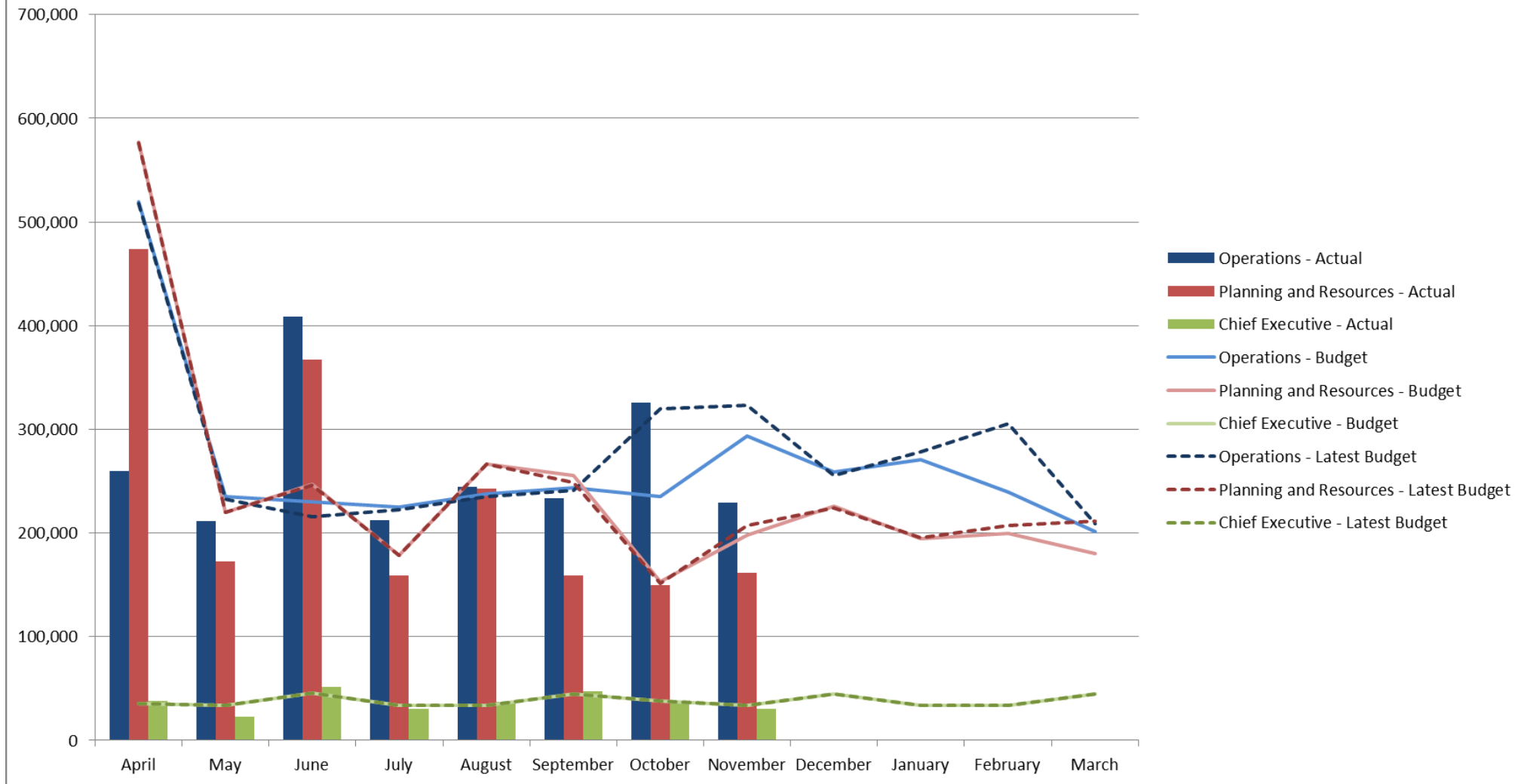
Author: Emma Krelle
Date of report: 4 January 2017

Broads Plan Objectives: None

Appendices: APPENDIX 1 – Consolidated Actual Income and Expenditure Charts to 30 November 2016
APPENDIX 2: Financial Monitor: Consolidated Income and Expenditure 2016/17



Consolidated Net Actual Expenditure against Original and Latest Budget



To 30 November 2016

Budget Holder

(All)

Row Labels	Values				
	Original Budget (Consolidated)	Budget Adjustments (Consolidated)	Latest Available Budget (Consolidated)	Forecast Outturn (Consolidated)	Forecast Outturn Variance (Consolidated)
Income	(6,373,641)		(6,373,641)	(6,346,106)	-27,535
National Park Grant	(3,243,802)		(3,243,802)	(3,243,802)	0
Income	(3,243,802)		(3,243,802)	(3,243,802)	0
Hire Craft Tolls	(1,079,000)		(1,079,000)	(1,053,842)	-25,158
Income	(1,079,000)		(1,079,000)	(1,053,842)	-25,158
Private Craft Tolls	(1,972,000)		(1,972,000)	(1,974,623)	2,623
Income	(1,972,000)		(1,972,000)	(1,974,623)	2,623
Short Visit Tolls	(40,089)		(40,089)	(40,089)	0
Income	(40,089)		(40,089)	(40,089)	0
Other Toll Income	(18,750)		(18,750)	(18,750)	0
Income	(18,750)		(18,750)	(18,750)	0
Interest	(20,000)		(20,000)	(15,000)	-5,000
Income	(20,000)		(20,000)	(15,000)	-5,000
Operations	3,347,498	163,430	3,510,928	3,476,453	34,475
Construction and Maintenance Salaries	1,122,050	0	1,122,050	1,122,050	0
Salaries	1,122,050	0	1,122,050	1,122,050	0
Expenditure			0		0
Equipment, Vehicles & Vessels	419,833	166,000	585,833	564,588	21,245
Income	0		0	(500)	500
Expenditure	419,833	166,000	585,833	565,088	20,745
Water Management	147,500		147,500	141,000	6,500
Income	0		0	(16,500)	16,500
Expenditure	147,500		147,500	157,500	-10,000
Land Management	(38,000)		(38,000)	(38,000)	0
Income	(95,000)		(95,000)	(95,000)	0
Expenditure	57,000		57,000	57,000	0

Row Labels	Original Budget (Consolidated)	Budget Adjustments (Consolidated)	Latest Available Budget (Consolidated)	Forecast Outturn (Consolidated)	Forecast Outturn Variance (Consolidated)
Practical Maintenance	419,200		419,200	419,900	-700
Income	(9,000)		(9,000)	(10,500)	1,500
Expenditure	428,200		428,200	430,400	-2,200
Ranger Services	721,315		721,315	721,315	0
Income	(47,000)		(47,000)	(47,000)	0
Salaries	596,860		596,860	596,860	0
Expenditure	171,455		171,455	171,455	0
Pension Payments			0		0
Safety	125,600		125,600	123,650	1,950
Income	(9,000)		(9,000)	(1,000)	-8,000
Salaries	59,600		59,600	62,000	-2,400
Expenditure	75,000		75,000	62,650	12,350
Asset Management	151,280	2,880	154,160	150,680	3,480
Income	(1,000)		(1,000)	(8,100)	7,100
Salaries	41,530	2,880	44,410	48,030	-3,620
Expenditure	110,750		110,750	110,750	0
Premises	152,170		152,170	152,170	0
Income	(20,000)		(20,000)	(20,000)	0
Expenditure	172,170		172,170	172,170	0
Operations Management and Administration	126,550	(5,450)	121,100	119,100	2,000
Income	0		0	(2,000)	2,000
Salaries	114,050	(5,450)	108,600	108,600	0
Expenditure	12,500		12,500	12,500	0
Planning and Resources	2,738,835	38,159	2,776,995	2,749,540	27,455
Development Management	249,550	6,710	256,260	259,610	-3,350
Income	(60,000)		(60,000)	(80,000)	20,000
Salaries	284,550	6,710	291,260	291,260	0
Expenditure	25,000		25,000	48,350	-23,350
Pension Payments			0		0
Strategy and Projects Salaries	286,990	(4,140)	282,850	282,850	0
Income	(3,500)		(3,500)	(3,500)	0

Row Labels	Original Budget (Consolidated)	Budget Adjustments (Consolidated)	Latest Available Budget (Consolidated)	Forecast Outturn (Consolidated)	Forecast Outturn Variance (Consolidated)
Salaries	202,490	(4,140)	198,350	198,350	0
Expenditure	88,000		88,000	88,000	0
Biodiversity Strategy	10,000	600	10,600	10,600	0
Income			0		0
Expenditure	10,000	600	10,600	10,600	0
Strategy and Projects	113,030	24,989	138,019	138,019	0
Income			0		0
Salaries	76,530		76,530	76,530	0
Expenditure	36,500	24,989	61,489	61,489	0
Waterways and Recreation Strategy	144,460		144,460	144,460	0
Salaries	69,960		69,960	69,960	0
Expenditure	74,500		74,500	74,500	0
Project Funding	105,500		105,500	100,000	5,500
Income	(19,000)		(19,000)	(19,000)	0
Expenditure	124,500		124,500	119,000	5,500
Pension Payments			0		0
Partnerships / HLF	50,000		50,000	50,000	0
Income	(231,846)		(231,846)	(231,846)	0
Salaries	48,960		48,960	48,960	0
Expenditure	232,886		232,886	232,886	0
Volunteers	66,620		66,620	66,620	0
Income	(1,000)		(1,000)	(1,000)	0
Salaries	47,620		47,620	47,620	0
Expenditure	20,000		20,000	20,000	0
Finance and Insurance	337,750		337,750	348,500	-10,750
Income			0		0
Salaries	137,750		137,750	139,500	-1,750
Expenditure	200,000		200,000	209,000	-9,000
Communications	268,250	23,700	291,950	291,950	0
Income			0		0
Salaries	188,750		188,750	188,750	0

Row Labels	Original Budget (Consolidated)	Budget Adjustments (Consolidated)	Latest Available Budget (Consolidated)	Forecast Outturn (Consolidated)	Forecast Outturn Variance (Consolidated)
Expenditure	79,500	23,700	103,200	103,200	0
Visitor Centres and Yacht Stations	214,930		214,930	214,930	0
Income	(232,500)		(232,500)	(232,500)	0
Salaries	315,430		315,430	315,430	0
Expenditure	132,000		132,000	132,000	0
Collection of Tolls	122,230		122,230	122,230	0
Salaries	109,530		109,530	109,530	0
Expenditure	12,700		12,700	12,700	0
ICT	300,117	(13,700)	286,417	278,217	8,200
Salaries	143,730		143,730	143,730	0
Expenditure	156,387	(13,700)	142,687	134,487	8,200
Premises - Head Office	254,548		254,548	241,693	12,855
Expenditure	254,548		254,548	241,693	12,855
Planning and Resources Management and Administration	214,860		214,860	199,860	15,000
Income	0		0	(7,000)	7,000
Salaries	133,660		133,660	133,660	0
Expenditure	81,200		81,200	73,200	8,000
Chief Executive	454,630	442	455,072	458,572	-3,500
Human Resources	117,730	442	118,172	119,542	-1,370
Income			0		0
Salaries	58,230		58,230	59,600	-1,370
Expenditure	59,500	442	59,942	59,942	0
Legal	109,970		109,970	114,400	-4,430
Income	0		0	(2,500)	2,500
Salaries	49,970		49,970	36,900	13,070
Expenditure	60,000		60,000	80,000	-20,000
Governance	123,290		123,290	120,990	2,300
Salaries	69,090		69,090	69,090	0
Expenditure	54,200		54,200	51,900	2,300
Chief Executive	103,640		103,640	103,640	0
Salaries	103,640		103,640	103,640	0

Row Labels	Original Budget (Consolidated)	Budget Adjustments (Consolidated)	Latest Available Budget (Consolidated)	Forecast Outturn (Consolidated)	Forecast Outturn Variance (Consolidated)
Expenditure			0		0
Projects and Corporate Items	137,000		137,000	137,000	0
Corporate Items	137,000		137,000	137,000	0
Pension Payments	137,000		137,000	137,000	0
Contributions from Earmarked Reserves	(293,975)	(176,000)	(469,975)	(481,580)	11,605
Earmarked Reserves	(293,975)	(176,000)	(469,975)	(481,580)	11,605
Expenditure	(293,975)	(176,000)	(469,975)	(481,580)	11,605
Grand Total	10,347	26,031	36,378	(6,122)	42,500