

Finance Report

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Summary To the end of October 2007 the expenditure against the core budget was 18.5% below profile and income 0.3% above profile. The end of year outturn is likely to be underspent against the original budget, with the surplus of some £18,000 transferred to the Project Support budget.

Purpose of Report: To advise members of the Board's financial position to the end of October and likely position at the end of the financial year.

Background

1. The current financial position is satisfactory with no significant problems to report.
2. The original budget for 2007-08 was re-worked to reflect the lack of contribution from Natural England towards the review of the Management Plan. That revision to the budget was approved by the Committee in May 2007 and is now shown as the Annual Budget in column 1 of the attached monitoring document.
3. The income achieved to date is in line with the profiled budget, with no major variances. Arrangements have been confirmed with Natural England to ensure that future quarterly grant payments are received promptly.
4. Expenditure is below the profile. A pay award for staff of 2.475% has been settled nationally as opposed to the 3% included in the original budget. Other underspends have been identified in a number of areas as shown in column 5 of the attached monitoring document.
5. The total of £18,470 has been transferred to the Project Support budget.

Project Budgets

6. Project activity is proceeding in line with the budgets set previously.

Recommendations:

1. **To note the current financial position.**
2. **To approve the virement of £ 18,470 from various core budgets to Project Support.**

BUDGET v ACTUAL YEAR TO DATE 2007/08

MONTH 7: OCTOBER 2007

Description	Annual Budget	Profiled Budget to date	Actual to date	Variance	Projected Outturn	Notes
	£	£	£	£	£	
Expenditure						
Department 100:						
Promotion and Awareness						
Information Officer & RK Officer	(77,534)	(45,228)	(44,708)	520	(77,207)	
Travel & subsistence	(2,000)	(1,167)	(342)	825	(2,000)	
Publications (bought in)	(500)	(292)	(165)	127	(500)	
Web site	(9,000)	(5,250)	(3,239)	2,011	(9,000)	
CCB Literature (C&T etc.)	(26,000)	(14,125)	(8,461)	5,664	(26,000)	
Displays	(600)	(350)	-	350	(600)	
Events	(3,500)	(2,042)	(51)	1,991	(3,500)	
Environmental education	(2,500)	(1,458)	-	1,458	(2,500)	
Miscellaneous	(1,000)	(583)	(1,270)	(687)	(1,000)	
Sub total	(122,634)	(70,495)	(58,236)	12,259	(122,307)	

Description	Annual Budget £	Profiled Budget to date £	Actual to date £	Variance £	Projected Outturn £	Notes
Expenditure						
Department 200: Countryside Management						
Countryside &FLU Officer	(74,004)	(43,169)	(39,642)	3,527	(68,778)	CMO working 4 days per week since Sept.
Travel & subsistence	(3,500)	(2,041)	(759)	1,282	(3,500)	
Award schemes	(800)	(467)	-	467	(800)	
Research & monitoring	(6,000)	(3,500)	(2,397)	1,103	(6,000)	
Publications	(500)	(292)	(26)	266	(500)	
Events	(500)	(292)	-	292	(500)	
Commons network	(1,000)	(583)	-	583	(1,000)	
Chalk Grassland managers' group	(1,000)	(583)	-	583	(1,000)	
Miscellaneous	(500)	(292)	(626)	(334)	(500)	
Sub total	(87,804)	(51,219)	(43,450)	7,769	(82,578)	

Description	Annual Budget £	Profiled Budget to date £	Actual to date £	Variance £	Projected Outturn £	Notes
Expenditure						
Department 300: Planning & Development						
Planning Officer	(53,478)	(31,196)	(30,815)	381	(53,161)	
Travel & subsistence	(1,500)	(875)	(666)	209	(1,500)	
Technical assistance	(2,000)	(1,167)	-	1,167	(2,000)	
Planning Committee	(1,500)	(875)	(393)	482	(1,500)	
Design award	(1,500)	(875)	(774)	101	(800)	
Planning conference	(2,500)	(1,458)	-	1,458	(1,300)	
Publications	(200)	(117)	-	117	(200)	
Traffic & transport	(1,000)	(583)	-	583	(1,000)	
Landscape award	(1,000)	(583)	-	583	(200)	
Design guidance	(2,000)	(1,167)	-	1,167	(2,000)	
Historic environment	(1,000)	(583)	-	583	(1,000)	
AONB Management Plan	(15,000)	(8,750)	(4,018)	4,732	(15,000)	
Miscellaneous	(500)	(292)	(487)	(195)	(500)	
Sub total	(83,178)	(48,521)	(37,153)	11,368	(80,161)	

Description	Annual Budget £	Profiled Budget to date £	Actual to date £	Variance £	Projected Outturn £	Notes
Expenditure						
Department 400: Recreation and Access						
Access Officer / Consultant	(23,081)	(17,282)	(17,065)	217	(21,081)	Less use of consultant than expected
Travel & subsistence	(2,000)	(1,166)	(199)	967	(200)	Due to maternity leave
Access publications	(3,000)	(1,750)	(420)	1,330	(3,000)	
Fieldwork & research	(2,000)	(1,167)	-	1,167	(2,000)	
Access conference	(1,500)	(875)	-	875	(1,500)	
Miscellaneous	(500)	(292)	(49)	243	(200)	
Sub total	(32,081)	(22,532)	(17,733)	4,799	(27,981)	

Description	Annual Budget £	Profiled Budget to date £	Actual to date £	Variance £	Projected Outturn £	Notes
Expenditure						
Department 500: Corporate Services						
Chief Officer / Office Manager / Admin	(113,561)	(66,244)	(65,854)	390	(114,236)	
Travel & subsistence	(3,000)	(1,750)	(1,101)	649	(3,000)	
Staff training & insurance	(6,000)	(3,500)	(994)	2,506	(3,000)	
Premises	(30,000)	(19,636)	(19,817)	(181)	(30,000)	
Office costs	(17,700)	(10,596)	(7,425)	3,171	(15,700)	
Office furniture & equipment	(600)	(350)	(390)	(40)	(600)	
IT (incl OS licences)	(24,000)	(12,900)	(14,974)	(2,074)	(24,000)	
Meetings & events	(1,500)	(875)	(919)	(44)	(1,500)	
Finance	(19,000)	(6,026)	(3,381)	2,645	(19,000)	
Personnel	(2,000)	(2,000)	(588)	1,412	(2,000)	
Legal services	(10,000)	(5,833)	(3,280)	2,553	(10,000)	
Insurance	(9,000)	(6,000)	-	6,000	(9,000)	
Miscellaneous	(2,000)	(1,167)	(293)	874	(1,500)	
Sub total	(238,361)	(136,877)	(119,016)	17,861	(233,536)	

Description	Annual Budget £	Profiled Budget to date £	Actual to date £	Variance £	Projected Outturn £	Notes
Expenditure						
Department 600: Member Services						
Members' allowances	(36,000)	(21,000)	(19,780)	1,220	(36,000)	
Board member training	(1,800)	(1,050)	(2,544)	(1,494)	(2,550)	
Board meetings	(2,700)	(1,575)	(633)	942	(1,500)	
Miscellaneous	(1,500)	(875)	-	875	(1,500)	
Sub total	(42,000)	(24,500)	(22,957)	1,543	(41,550)	
Contribution to SE Protected Landscapes Co-ordinator	(2,100)				(1,600)	
Project budget support	(10,000)				(28,470)	
Merchandise purchases	(1,000)	(583)	(320)	263	(500)	
TOTAL EXPENDITURE	(619,158)	(354,727)	(298,865)	55,862	(618,683)	

Description	Annual Budget £	Profiled Budget to date £	Actual to date £	Variance £	Projected Outturn £	Notes
INCOME						
Natural England	467,620	350,715	350,715	-	467,620	
Natural England – Management Plan	-	-	-	-	-	Grant bid to NE declined
Local Authorities	121,014	121,014	121,116	102	121,014	
Local Authorities – Management Plan	3,050	1,779	2,575	796	2,575	Part paid 2006/07
Merchandise sales	5,000	2,917	2,707	(210)	5,000	
Other income	25,000	14,583	15,430	847	25,000	
TOTAL INCOME	621,684	491,008	492,543	1,535	621,209	
NET SURPLUS (DEFICIT)	2,526	136,282	193,675	57,393	2,526	

PROJECT ACTIVITY YEAR TO DATE 2007/08

MONTH 7: April - October

PROJECT	Reserves b/forward £	Budget expenditure 2007-08 (excl in-kind) £	Actual exp YTD £	Actual inc YTD £	Transfer from Gen Reserve 2007-08 £	Income secured incl reserves £	Balance to find (-) Balance in hand (+) £
PROMOTION AND AWARENESS							
Getting Close to Nature	14,143	(8,750)	(9,080)	305		17,153	8,403
Red Kites / Friends of Red Kites	3,348	(2,990)	(1,595)	3,151		6,338	3,348
People and Places	6,600	(13,880)	(736)	-		11,880	(2,000)
TOTAL	24,101	(25,620)	11,410	3,456		35,371	9,751
COUNTRYSIDE MANAGEMENT							
Chalk Streams	14,886	(43,400)	(16,760)	8,700		52,756	9,386
Woodland Programme	32,976	(15,000)	(713)	-		32,976	17,976
Commons	994	(3,494)	(556)	-		3,494	-
Chalk Grassland Programme	1,973	(5,250)	(234)	-		5,973	723
Hedgerow Survey	1,352	(3,552)	(1,454)	1,100		3,552	-
TOTAL	52,181	(70,696)	(19,716)	9,800		98,781	28,085
ACCESS AND RECREATION							
Visitor Survey	-	(14,000)	(7,050)	4,000		8,500	(5,500)
Ridgeway Link	-	(1,971)	(1,971)	-		-	(1,971)
Access Publications incl routes & leaflets	6,191	(4,500)	(1,934)	1,000		12,125	7,625

PROJECT	Reserves b/forward	Budget expenditure 2007-08 (excl	Actual exp YTD	Actual inc YTD	Transfer from Gen Reserve	Income secured incl	Balance to find (-) Balance in
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	£	in-kind £	£	£	2007-08 £	reserves £	hand (+) £
Tranquil Traffic Management	-	(20,000)	-	20,000		20,000	-
Tranquil Cycling	1,324	(300)	(122)	-		1,324	1,024
TOTAL	7,515	(40,771)	(11,076)	25,000		41,949	1,178
PLANNING AND DEVELOPMENT	-		-				
TOTAL	-	-	-	-	-	-	-
Sustainable Development Fund	-	(70,000)	(2,136)	-		70,000	
Solar Panels	-	(11,000)	(10,941)	-	-	11,000	-
GRAND TOTAL	83,797	(207,087)	(44,339)	38,256	-	246,101	39,014