

Finance Report including Budget 2017/18

Purpose

1. This report sets out the budget position as at the end of February 2017.

Key issues

2. The budget position for 11 months of 2016/17 is as planned (Appendix 1).
3. Since approving the Annual Budget for 2016/17, March 2016, additional funding has been secured. This is explained in the footnote to the budget position.
4. The Outturn is predicted to be approximately an overspend of £6,600. As explained in the footnotes. Not all agreed extra expenditure has been possible.
5. The HWC contribution to the combined budget is set out in Appendix 2. This budget includes a 1% salary uplift, as agreed by the HWC Working Group.

Action required by the Board

6. The Board is asked to:
 - Note the budget position as at the end of February 2017.
 - Agree the HWC budget contribution.

Author

Sandie Smith, CEO

15th March 2017

Appendix 1**End of February 17 - Budget Position**

Healthwatch Budget v Actual 2016-17		28/02/2017		Months to date: 11	
Income	Budget	Actual to Date	Year End Forecast	Variance from Budget	
Cambridgeshire County Council	287,602	287,602	287,602	-	
Bank Interest	-	69	90	90	
Other income	-	37,444	51,589*	51,589	
TOTAL	£287,602	£325,116	£339,281	£51,679	
Expenditure	Budget	Actual to Date	Year End Forecast	Variance from Budget	
Payroll	239,531	253,565	276,616	-	37,085**
Staff Travel	9,000	8,959	9,773	-	773
Volunteers Expenses	4,000	1,586	1,750	2,250	
Training	4,000	6,937	7,500	-	3,500
Community Engagement, meeting and events	2,500	4,719	5,500	-	3,000
Marketing and Printing	3,000	5,987	6,500	-	3,500***
Mobile Phones	1,500	1,179	1,300	200	
Professional Fees (incl insurance)	6,000	9,679	11,255	-	5,255****
IT (incl web hosting)	7,500	10,153	10,600	-	3,100*****
Office Expenses (incl post/phone)	4,000	5,610	6,200	-	2,200
Accommodation (Rent)	6,000	8,333	8,333	-	2,333
Corporation Tax	0	29	29	-	29
Bank Charge		20	30		
TOTAL	£ 287,031	£ 316,755	£ 345,386	-	£58,325

Notes

* Known extra income £30,000 Youth Engagement Worker
 £10,000 CAMHS Focus Groups
 £1,500 OPACs Community Learning Event
 £614 CCG survey

** Extra staff approved by Board

*** Costs of increased marketing activity

**** Working Together consultancy fees

***** Cost of IT Support changeover

- Additional income of £29,000 offsets spending on conference
- No Datify costs

Appendix 2**HWC Budget 2017/18 (uncombined)**

Expenditure		Income	
Salaries	264,652	Core funding	287,602
Staff Travel	9,000	Youth work JCU	30,000
Volunteers Expenses	2,000	Total Income	317,602
Training	3,500		
Community meetings/events	3,500		
Marketing and Printing	4,000		
Mobile Phones	1,500		
Professional Fees	6,000		
IT support/host/equipment	8,000		
Office Expenses	5,450		
Accommodation (Rent)	10,000		
Total	317,602		