

Period 7 Financial Statement 2016/17

28th November 2016

1 Purpose of report

This report summarises the projected revenue budget outturn position to 31st March 2017, based on the position at period ending 31st October 2016. The report has been prepared in consultation with the Assessor.

2 Main Report

Projected Revenue Outturn 2016/17

2.1 The table below compares projected revenue outturn 2016/17 with the budget. The forecast variance, based on the position at 31st October, is an under spend of £0.100m, with no requirement for a draw-down from reserves.

	Core Budget			IER Budget			EU Referendum			Total		
	Budget £'000	Forecast £'000	Variance £'000	Budget £'000	Forecast £'000	Variance £'000	Budget £'000	Forecast £'000	Variance £'000	Budget £'000	Forecast £'000	Variance £'000
Expenditure												
Employee costs	4,499	4,467	(32)	254	229	(25)	0	19	19	4,753	4,715	(38)
Premises costs	605	605	0	0	0	0	0	0	0	605	605	0
Transport costs	101	96	(5)	13	13	0	0	0	0	114	109	(5)
Supplies & Services	797	795	(2)	138	217	79	0	53	53	935	1,065	130
Third Party Paymts	95	85	(10)	0	147	147	0	0	0	95	232	137
Support Services	67	67	0	0	0	0	0	0	0	67	67	0
Gross Expenditure	6,164	6,115	(49)	405	606	201	0	72	72	6,569	6,793	224
Income												
Sales, Fees & Chgs	(43)	(39)	4	0	0	0	0	0	0	(43)	(39)	4
IER Grant	0	0	0	(405)	(606)	(201)	0	0	0	(405)	(606)	(201)
EU Referendum Grt	0	0	0	0	0	0	0	(127)	(127)	0	(127)	(127)
Interest	(3)	(3)	0	0	0	0	0	0	0	(3)	(3)	0
Total income	(46)	(42)	4	(405)	(606)	(201)	0	(127)	(127)	(451)	(775)	(324)
Net Expenditure	6,118	6,073	(45)	0	0	0	0	(55)	(55)	6,118	6,018	(100)

Forecasts to 31st March 2017

2.2 At this stage, the projected outturn indicates a forecast spend of £6.018m which would result in a net under spend of £0.100m. The variance relates to;

- Core budget – under spend £0.045m. A forecast under spend of £0.041m was reported at the last meeting of the Board.
- EU Referendum Grant – under spend £0.055m. Grant forecast to be fully spent reported at the last meeting of the Board.

Core budget variance - £0.045m under spend

- 2.3 As reported at the last meeting in September, the forecast under spends are relatively minor and spread between employee costs, supplies and services and third party payments. Employee costs are forecast to be under budget due to vacancy management controls applied since the start of the financial year. It should be noted though that the Assessor has initiated external recruitment of 10 posts. The Board will be provided with an update on these in the Assessors November Progress Report, presented separately on this agenda.

EU Referendum - £0.55m under spend

- 2.4 The Board received grant of £0.127m towards costs arising from the EU referendum. At present there is an under spend of £0.055m against this grant, however further electoral registration costs may be allocated before the year-end. Any unspent grant will be carried through the Board's general reserve.

Individual Electoral Registration (IER)

- 2.5 IER expenditure will be fully funded 2016/17 so there will be no requirement to drawdown from the reserve (approval given for up to £0.364m during 2016/17). The current forecast assumes that all IER funds will either be fully spent during 2016/17 or any balance carried forward to 2017/18. The current estimate of grant carry-forward is £0.147m.

Individual electoral registration	Forecast £'000
IER expenditure	459
IER grant unallocated	147
IER Income	(606)
Reserve drawdown	0
Funded by requisition	0

Budget 2017/18

- 2.6 A separate report on financial planning for the 2017/18 budget will be presented on this agenda.

3 Conclusions

- 3.1 At this stage, there is a projected net under spend of £0.100m relating to Financial Year 2016/17.
- 3.2 The general reserve balance available to the Board at 31st March 2016 is £0.749m, and based on this year-end outturn would increase to £0.849m.

4 Recommendations

- 4.1 The Board is recommended to note the projected outturn position for 2016/17

**Hugh Dunn,
Treasurer.**

Appendices:	None
Contact/Tel:	Mr. T.MacDonald: 0131 469 3078
Background Papers:	Held at the Office of Treasurer