

Finance Report

Budget position: End of first quarter 2019

Purpose

1. This report sets out the budget position at the end of June 2019 and is presented in the new agreed format.

Key issues

2. Income due in respect of Cambridgeshire County Council core grant and engagement contract has been received. Peterborough City Council have been invoiced for their element of the core grant. We have also received reimbursement for the Phyllis production which was in March.
3. There was a high spend for training in May as we have paid for the regional conference at a cost of £2,308, a proportion of this has been invoiced to other Healthwatch for reimbursement. Additional costs have been incurred as a result of the Long Term Plan engagement work.
4. The marketing spend is higher than normal in May due to a one-off order for branded recyclable pens, we have also paid the annual adobe licence and a one-off advertising agreement with Cambridge United FC.
5. The IT spend includes the initial start-up costs with a new support provider, rewiring in one of our offices, purchase of additional PC and the refurbishment of three existing laptops. This monthly cost will reduce in the remainder of the year.

Action required by the Board

6. The Board is asked to:
 - Note the budget position at the end of June 2019.

Author

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4th July 2019

Healthwatch Cambridgeshire and Peterborough budget position end of June 2019

Income and Expenditure	In Month - June 2019			Year to Date			Full Year		
	Budget	Actual	Var	Budget	Actual	Var	budget	Current Forecast	Forecast Change
Income									
Core Grant PCC	15,599	0	-15,599	46,797	0	-46,797	187,186	187,186	0
Core Grant CCC	23,967	143,801	119,834	71,901	143,801	71,901	287,602	287,602	0
CCC Eng Contract	7,042	21,126	14,084	21,126	21,126	0	84,504	82,847	1,657
	0	0	0	0		0			
Reimbursements	0	2,750	2,750	0	2,750	2,750	0	2,750	2,750
Other	0	218	218	0	218	218	0	218	218
Total	46,608	167,895	121,287	139,823	167,895	28,072	559,292	560,603	4,625
Expenditure									
Payroll	37,636	34,698	2,938	112,908	105,047	7,861	451,633	455,015	-3,382
Staff Travel	1,250	1,518	-268	3,750	5,585	-1,835	15,000	22,340	-7,340
Vol Expenses	417	363	54	1,250	815	435	5,000	3,260	1,740
Meetings	1,083	834	249	3,250	4,398	-1,148	13,000	17,592	-4,592
Marketing	1,000	1,750	-750	3,000	3,830	-830	12,000	11,234	766
Mobile Phones	208	49	159	625	610	15	2,500	2,440	60
Professional Fees	1,000	1,618	-618	3,000	5,179	-2,179	12,000	8,697	3,303
IT + IT support	1,000	753	247	3,000	4,601	-1,601	12,000	9,998	2,002
Office Expenses	750	945	-195	2,250	1,967	283	9,000	7,868	1,132
Training	417	38	379	1,250	2,448	-1,198	5,000	2,868	2,132
Rent	1,867	776	1,091	5,600	5,520	80	22,400	22,080	320
Bank Charges/tax	0	5	-5	0	15	-15	0	60	-60
Total	46,628	43,347	3,281	93,256	140,015	-132	559,533	563,452	-3,919
Underlying surplus / Def		124,548			27,880			-3,919	