



## Report to the Board - Enclosure 3

Report Title	Financial Report - 1 April 2016 to 31 March 2017
Date	17 May 2017

Open Agenda item	X	
Private and Confidential Agenda item		By virtue of containing confidential information relating to:

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For Information	X
For Decision	

### 1. **Purpose of Report**

To advise the Board on the financial position from 1 April 2016 to 31 March 2017.

### 2. **Recommendation(s)**

Not applicable.

### 3. **Executive Summary**

The report has been produced to compare the actual financial performance for the period 1 April 2016 to 31 March 2017 against the budget. The Board Finance Champion has been consulted on the preparation of the report.

The budget summary is as follows:

	<b>Budget to 31 March 2017</b>	<b>Actual to 31 March 2017</b>	<b>Variance</b>
Expenditure	£1,318,910	£980,086	- £388,824
Income	£1,318,910	£1,400,902	+ £81,992

## **4. Report**

The attached figures (Appendix 1) show a detailed breakdown of the financial performance against the budget from 1 April 2016 to 31 March 2017.

There is a £388,824 underspend against budgeted expenditure primarily due to the amounts budgeted under Contingencies. This relates to covering our employee liabilities for Stafford Borough Council, and to grants which run on the 16-17 academic year and for which we are therefore required to carry forward funding into the next financial year.

Overall income is above the estimated budget by £81,922 primarily as a result of successful funding application to Sport England's Sportivate Innovation Fund, together with match funding from the Office of the Police and Crime Commissioner and Staffordshire County Council Looked After Children's Service. Additionally, Staffordshire County Council contributed 50% towards the jointly-funded Sportshire Co-ordinator post for the period where this was provided via a secondment of a SASSOT team member to cover the maternity leave of the substantive post holder.

Exception reports for each budget heading are shown below.

### **1. Partnership Services**

#### Expenditure

Professional Fees is overspent by £4295, linked to the Sportshire Co-ordinator postholder being on maternity leave and cover being provided via the secondment of a SASSOT team member. This is balanced by an underspend on employee costs due to the secondment, and the increased income mentioned below. The £258,900 underspend against Contingencies relates to the amount we are required to hold to cover our employee liabilities (redundancies).

#### Income

Partnership Funding is higher than budgeted for, due to income received relating to the secondment of a SASSOT team member to cover the maternity leave of the Sportshire Co-ordinator post holder.

**2. Equity** - No exceptions to report

### **3. Research and Insight**

#### Expenditure

Expenditure is less than the budget as we haven't yet commissioned the Local Insight report for East Staffordshire. This will be negotiated once the Newcastle report is completed.

### **4. NGB Activation and Volunteer Co-ordinator**

#### Expenditure

Grant expenditure has been less than expected and the budget has been reduced

accordingly for 2017-18. Due to the mid-year reprofiling of the budget, the expected underspend was listed under Contingency and will be carried forward into 2017-18.

#### Income

No exceptions to report

### **5. Club Development**

Expenditure – Expenditure against Grants is less than expected as, due to staffing capacity (see below) the Club Accreditation Grants haven't been widely promoted. This will be addressed in 2017-18. Expenditure against Professional Fees is also less than expected linked to underspend on the Club Matters Innovation project which has now finished.

#### Income

Due to the original post holder emigrating in early September, £3800 has been transferred to the NGB Activation Volunteer Co-ordinator budget to oversee elements of this work for a temporary period pending full details of the new Core Specification requirements. Therefore, the income for this budget is now £3800 less than planned, and the income for the NGB Activation Volunteer Co-ordinator budget has been increased accordingly

### **6. Sportivate**

#### Expenditure

Expenditure against Grants is over budget in line with the increased income outlined below.

#### Income

£64,294 above estimated budget due to a successful funding application to Sport England's Sportivate Innovation Fund, together with match funding from the Office of the Police and Crime Commissioner and Staffordshire County Council Looked after Children's Service.

### **7. Coaching Development**

Expenditure - No exceptions to report

Income - £1892 above expected income due to transfer of £1700 from Partnership Services to provide a delivery budget for the Coaching Plan. Also, income from course delivery slightly higher than expected

### **8. Youth Sport and Satellite Clubs**

#### Expenditure

The Primary Premium grant covers the period 01.09.16 to 31.08.17. We received the full £51,025 grant in one payment so the amount we need to carry forward to cover this programme for April to August 17 is reflected in the contingency figure. The underspends against Grants and Professional Fees are covered by the

commitments which will be paid out during 2017-18 once the agreed work has been completed.

Income

No exceptions to report

**9. Level 3 School Games**

The Level 3 School Games grant covers the period 01.09.16 to 31.08.17. We received the full £45,000 grant in one payment so the amount we need to carry forward to cover this programme for April to August 17 is reflected in the contingency figure.

There are no exceptions to report against the budget.

**Sport Across Staffordshire and Stoke-on-Trent  
1st April 2016 - 31st March 2017 Budget**

**1. Partnership Services**

Description	Work Area	Budget 16/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commitments	Variance
<b>Expenditure</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employee costs		247,120	247,120	244,389		-2,731
Premises costs & Insurance		31,000	31,000	29,386		-1,614
Clothing & uniform		250	250	-		-250
Equipment		600	600	-		-600
Printing, stationery and postage		2,520	2,520	1,217		-1,303
Telephones		1,500	1,500	723		-777
Computer Services		1,500	1,500	921		-579
Conferences, Training, Subsistence		4,000	4,000	3,795		-205
NGB Activation	NGB support & vol dev	16,350	16,350	16,351		1
Professional Fees	Sportshire & Renaissance	22,850	22,850	27,145		4,295
Coaching Services	Coaching support	2,940	2,940	2,941		1
Marketing		8,000	8,000	7,693		-307
Subs to Outside Bodies		4,500	4,500	4,600		100
Young Persons Sports Awards		2,000	2,000	-		-2,000
Professional Services	Multi Sports Hub Project	8,000	8,000	7,895		-105
Contingency Fund		258,900	258,900	-		-258,900
	<b>Total</b>	<b>612,030</b>	<b>612,030</b>	<b>347,056</b>	<b>0</b>	<b>-264,974</b>
<b>Income</b>						
Grants		289,030	289,030	289,033		-3
Partnership Funding		99,250	99,250	118,547		-19,297
Balance C/Fwd		223,750	223,750	223,750		0
	<b>Total</b>	<b>612,030</b>	<b>612,030</b>	<b>631,330</b>		<b>-19,300</b>

**2. Equity**

Description	Work Area	Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commitments	Variance
<b>Expenditure</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employee Costs		14,190	14,190	13,975	0	-215
Telephone		260	260	11	0	-249
Printing and Stationery		250	250	23	0	-227
Grants	Access Across Staffordshire/Aiming High	39,500	39,500	39,346	0	-154
	<b>Total</b>	<b>54,200</b>	<b>54,200</b>	<b>53,355</b>	<b>0</b>	<b>-845</b>
<b>Income</b>						
Grants	Aiming High	40,200	40,200	40,245		-45
Joint Financing Contributions		14,000	14,000	14,039		-39
	<b>Total</b>	<b>54,200</b>	<b>54,200</b>	<b>54,284</b>		<b>-84</b>

**3. Research and Insight**

Description	Work Area	Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commitments	Variance
<b>Expenditure</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Professional Fees		14,740	14,740	10,590		-4,150
	<b>Total</b>	<b>14,740</b>	<b>14,740</b>	<b>10,590</b>	<b>0</b>	<b>-4,150</b>
<b>Income</b>						
Joint Financing Contributions		14,740	14,740	14,740		0
	<b>Total</b>	<b>14,740</b>	<b>14,740</b>	<b>14,740</b>		<b>0</b>

**Sport Across Staffordshire and Stoke-on-Trent  
1st April 2016 - 31st March 2017 Budget**

**4. NGB Activation and Volunteer Coordinator**

Description	Work Area	Reprofiled Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commitments	Variance
<b>Expenditure</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employee costs		24,100	24,100	24,056		-44
Grants	NGB Delivery and Volunteer dev	11,490	11,490	7,464		-4,026
Telephone		110	110	-	19	-129
Printing and Stationery		100	100	-		-100
Travel and Subsistence		120	120	228		108
Subscriptions	Coach Web system	230	230	225		-5
Equipment		1,180	1,180	1,184		4
Professional Fees		1,250	1,250	1,243		-7
Contingency	Carry Forward	2,440	2,440	-		-2,440
	<b>Total</b>	<b>41,020</b>	<b>41,020</b>	<b>34,381</b>	<b>0</b>	<b>-6,639</b>
<b>Income</b>						
Joint Financing Contributions		29,220	29,220	29,115		105
Government Grants		11,800	11,800	11,800		0
	<b>Total</b>	<b>41,020</b>	<b>41,020</b>	<b>40,915</b>		<b>105</b>

**5. Club Development**

Description	Work Area	Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commitments	Variance
<b>Expenditure</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employee costs	Club Development	11,660	11,660	9,447		-2,213
Grants	Club Development Grants	5,470	5,470	570		-4,900
Professional Fees		6,600	6,600	3,200		-3,400
	<b>Total</b>	<b>23,730</b>	<b>23,730</b>	<b>13,217</b>	<b>0</b>	<b>-10,513</b>
<b>Income</b>						
Government Grants		10,000	10,000	6,200		3,800
Joint Financing Contributions	Balance b/fwd	13,730	13,730	13,732		-2
	<b>Total</b>	<b>23,730</b>	<b>23,730</b>	<b>19,932</b>		<b>3,798</b>

**6. Sportivate**

Description	Work Area	Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commitments	Variance
<b>Expenditure</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employee Costs		35,830	35,830	32,710		-3,120
Rents & Event Hospitality		1,200	1,200	1,213		13
Telephone		200	200	11		-189
Promotions		2,800	2,800	3,706		906
Travel & Subsistence		200	200	383		183
Grants		170,690	170,690	204,363		33,673
	<b>Total</b>	<b>210,920</b>	<b>210,920</b>	<b>242,386</b>	<b>0</b>	<b>31,466</b>
<b>Income</b>						
Government Grants	Sportivate	206,430	206,430	270,724		-64,294
Joint Financing	C/Fwd	4,490	4,490	4,829		-339
	<b>Total</b>	<b>210,920</b>	<b>210,920</b>	<b>275,553</b>		<b>-64,633</b>

**Sport Across Staffordshire and Stoke-on-Trent  
1st April 2016 - 31st March 2017 Budget**

**7. Coaching Development Support Network**

Description	Work Area	Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commit ments	Variance
<b>Expenditure</b>		£	£	£	£	£
Employee Costs	Coach Dev Manager	43,880	43,880	42,855		-1,025
Telephone		150	150	12		-138
Travel and Subsistence		190	190	441		251
Grants	Coach CPD and Bursaries	4,820	4,820	2,255		-2,565
	<b>Total</b>	<b>49,040</b>	<b>49,040</b>	<b>45,563</b>	<b>0</b>	<b>-3,477</b>
<b>Income</b>						
Sport England Grant		40,000	40,000	40,000		0
Joint Financing Contributions		9,040	9,040	10,931		-1,891
	<b>Total</b>	<b>49,040</b>	<b>49,040</b>	<b>50,931</b>		<b>-1,891</b>

**8. Youth Sport and Satellite Clubs**

Description	Work Area	Reprofiled Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commit ments	Variance
<b>Expenditure</b>		£	£	£	£	£
Employee Costs		67,780	67,780	66,444		-1,336
Training		510	510	695		185
Clothing and Uniform		30	30	-		-30
Telephone		250	250	41		-209
Printing, stationery and postage		750	750	329		-421
Professional Fees	Primary School Contract	37,420	37,420	23,626	12,625	-13,794
Travel and Subsistence		1,000	1,000	395		-605
Hospitality		160	160	157		-3
Contingency		21,780	21,780	5,993		-15,787
Grants		113,520	113,520	96,881	12,573	-16,639
	<b>Total</b>	<b>243,200</b>	<b>243,200</b>	<b>194,561</b>	<b>25,198</b>	<b>-48,639</b>
<b>Income</b>						
Sport England Grant		215,680	215,680	215,675		5
Joint Financing Contributions	Balance C/f	27,520	27,520	27,515		5
	<b>Total</b>	<b>243,200</b>	<b>243,200</b>	<b>243,190</b>		<b>10</b>

**9. Level 3 School Games**

Description	Work Area	Reprofiled Budget 2016/17	Budget 01/04/16 - 31/03/17	Actual 01/04/16 - 31/03/17	Commit ments	Variance
<b>Expenditure</b>		£	£	£	£	£
Employee Costs	School Games Coordinator	19,620	19,620	19,542		-78
Premises costs	Facility hire	4,530	4,530	4,205		-325
Telephone		80	80	76		-4
Equipment		7,260	7,260	7,760	218	500
Printing, stationery & post		420	420	238		-182
Professional Fees		4,570	4,570	3,730		-840
Grants		1,000	1,000	1000		0
Hospitality		2,160	2,160	2,053		-107
Clothing & uniform	Competitor and vol T shirts	1,400	1,400	373		-1,027
Contingency	Carry forward into 2017-18	28,990	28,990	-		-28,990
	<b>Total</b>	<b>70,030</b>	<b>70,030</b>	<b>38,977</b>	<b>218</b>	<b>-31,053</b>
<b>Income</b>						
Grants		63,750	63,750	63,750		-
Joint Financing	Balance C/f	6,280	6,280	6,277		3
	<b>Total</b>	<b>70,030</b>	<b>70,030</b>	<b>70,027</b>		<b>3</b>

**Notes:**  
Expenditure A minus sign indicates an underspend on budget  
Income A minus sign indicates an increase on budget  
Commitments are Commitments where Purchase Orders have been raised are shown in the commitments column. However, these are not included in the variance column or the overall balance on each budget as the actual expenditure will be shown during 2017-18