

Report to **Policy & Resources Committee**
Date **21 September 2023**
By **Chief Finance Officer**
Title of Report **Budget Monitoring Report 2023/24: Month 4**

Note

Recommendation: The Policy & Resources Committee is recommended to:

- 1. Note the 2023/24 Revenue Forecast position as at month 4 of a net (£12,000) below budget variance.**
 - 2. Note the 2023/24 Capital Forecast position as at month 4 of a zero-budget variance.**
 - 3. Note the Reserves position as at month 4, as set out at Appendix 3.**
 - 4. Note the Treasury Management overview and position as at month 4, as set out at Appendix 4.**
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1. Introduction

- 1.1 The South Downs National Park Authority (the Authority) approved the revenue and capital budget for the 2023/24 financial year on the 30 March 2023. In accordance with financial procedures, reports on the Authority's projected income and expenditure compared with the budget shall be submitted at least quarterly to Policy & Resources Committee. This report sets out the Authority's 2023/24 forecast financial position as at the end of month 4 (July).
- 1.2 The Treasury Management Policy Statement and Annual Investment Strategy were also approved by the Authority at its meeting on 30 March 2023. In accordance with financial procedures, the Policy & Resources Committee shall receive quarterly treasury management update reports. This report provides an overview of the current economic and treasury management position as at the end of month 4 (July) 2023/24.

2. Policy Context

- 2.1 The revenue and capital budget are developed to align with Corporate Plan priorities which have now been more tightly defined around Nature Recovery, Climate Action and a Park for All. The budget monitoring process reports on variances against approved budgets to identify changes and resource requirements at the earliest opportunity.

3. Issues for consideration

Revenue Forecast

- 3.1 The 2023/24 forecast revenue outturn as at month 4 is a net below budget variance of (£12,000). The month 4 forecast has been developed following a review of current and anticipated changes in staffing, as well as other significant known variances. A summary of the

forecast revenue position is provided by service area below and the revenue movement between budget and forecast and the key variances by service are provided in Appendix I.

Directorate	2023/24 Budget Month 4 £'000	2023/24 Forecast Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month %
Corporate Services	3,386	3,475	89	2.63%
Seven Sisters Country Park	3	3	0	N/A
Countryside Policy and Management	3,021	2,978	(43)	(1.42%)
Planning	4,130	4,072	(58)	(1.40%)
Strategic Investment Fund	470	470	0	0.00%
Total Directorate Budgets	11,010	10,998	(12)	(0.11%)
National Park Grant	(10,486)	(10,486)	0	0%
Contribution to/from Reserves	(524)	(524)	0	0%
Total Authority Budget	0	(12)	(12)	

- 3.2 **Salaries:** As in previous years, the approved salary budgets for 2023/24 include a 10% net turnover rate, which reduces the overall salary budget by (£117,000). The net salary forecast across all services is (£67,000) below budget at month 4. If the budget had not been reduced by the turnover rate, the net salary forecast for month 4 would be below budget by (£184,000). It should be noted that the forecast represents known staffing levels at the time of review. There were 16 vacant posts across all departments as at the month 4 position, many of the vacant posts are now recruited. The staffing structure is kept under continuous review and the replacement of vacancies and creation of new posts are only agreed following Senior Management Team approval where there is a clear operational requirement and sufficient budget identified. No organisation can expect to operate at full complement and a moderate level of turnover is both unavoidable and desirable.
- 3.3 **Planning Income:** At quarter 1, there is an anticipated net below budget variance of £100,000 on Planning Income fees. The variance has been offset by a reduction in delegated agreement payments, currently expected to be (£50,000) less than budgeted. This is a result of effective contract management through the specification of 'payment per application' within the agreements. Note that the value of planning applications received is lower when compared to the same period last year by 7%, and the number of applications under £5,000 has also dropped by 9% when compared to same period last year. The forecast is likely to vary by quarter and therefore will be regularly reviewed. Movements in income do not directly relate to changes in workload. Please see other key variances for Planning, provided in Appendix I.
- 3.4 The Capital Programme forecast at month 4 is showing a zero variance for the year as detailed at **Appendix 2** to this report. However, the variance for the year-to-date is shown below to provide an indication of the progress of capital schemes.

Capital Budget	Month 4		
	Budget	Actuals	Variance
	£'000	£'000	£'000
Seven Sisters Country Park – Reed Bed	250	13	237
Seven Sisters Country Park – Micro Tractor	20	0	20
Seven Sisters Country Park – Trading Company	250	0	250
Seven Sisters – Original Refurbishment Works	136	57	79
South Downs Centre and Seven Sisters Country Park Energy Efficiency Programme	129	0	129
South Downs Centre – Cladding	150	0	150
South Downs Memorial Hall – AV equipment	35	0	35
New Vehicle	46	19	27
National Park Signage Project Phase 2*	39	25	14
Total Capital Budget	1,055	114	941

- The Reed Bed programme for the Seven Sisters Country Park is proceeding at a pace, with Tree and Biodiversity surveys in progress. Once completed, the planning application permission can be applied for, and work can start. A separate paper is to be presented to this meeting for approval of the project costs in the sum of £300,000
- The new Micro Tractor at Seven Sisters Country Park has not yet been ordered, as the specification is being reviewed.
- The Cladding works and the Energy Efficiency programme at South Downs Centre and Seven Sisters buildings, while not requiring planning permission do require listed building consent. Once the listed building consent is granted plans to commence the work can be put into place.
- The specification for the Audio-Visual equipment for South Downs Memorial Hall is being developed. Once this is determined the equipment can be ordered.
- The Phase I construction works for the Seven Sisters Country Park have been officially completed including the Dairy Barn construction works. The capital budget shown in the table above therefore relates to the approved Phase Ia works which had a dominant focus on the Facilities Block and Foxhole cottages to provide a good accommodation offer for the Country Park. The Phase Ia budget includes the successful SELEP grant funding and the remaining balance of funding from Phase I. The fit out of the Foxhole Cottages is now completed. There is a retention fee for both Phase I and Phase Ia that will be paid in 2023/24.
 - One pickup vehicle has been received for the Eastern Area and a new order has been raised for another pickup vehicle, which is due to arrive later in the year.
 - There are several signs identified as needing repairs and repair/replacement work is in progress.

Review of Reserves

- 3.5 A schedule of reserves held by the Authority is provided at Appendix 3, which gives the purpose, movement, and balance of each reserve. The movements in reserves in 2023/24 to date are shown below and at Appendix 3 for information. The creation of reserves and any transfers to and from reserves must be approved by the Authority. The use of reserves must be in accordance with the approved purpose of each reserve.
- 3.6 The movements in reserves to date are shown below, all of which reflect approvals made by the Authority as part of the Provisional Outturn 2022/23 report to the 11 July meeting:
- (£716,000) transfer from the General Reserve to the new Invest to Save reserve, consisting of the unallocated budget for 2023/24 together with (£441,000) from the Working Balance, being the unaudited underspend for 2022/23, This is to fund short term one-off costs as agreed at NPA in March and July 2023 and consists of the following projects as agreed at NPA in March
 - Energy Efficiency Project £129,000
 - Audio Visual Equipment £35,000
 - Cladding/render replacement £150,000
 - Micro tractor along with cut & collect machine £35,000
 - Central area storage and accommodation £40,000
 - Reed bed replacement at SSCP £250,000
 - Centurion Way – Section 5/6 £450,000
 - (£50,000) transfer of funds from the Planning Reserve to the Climate Change Fund Reserve.
 - (£486,000) transfer from the Transition Fund to the following reserves; £56,000 to the Strategic Fund, £100,000 for Trading Company Borrowing, £47,000 for Vehicle Repairs and Renewals and £283,000 to the Invest to Save reserve. At July NPA a total loan facility was agreed for the total amount of £250,000 for the Trading Company an increase of £150,000.
 - (£269,000) transfer from Strategic funds for Projects for 2023/24 including Our South Downs business network, Green South Downs business accreditation, Butser Hill Grandfathers Bottom habitat restoration, Communities in the South Downs (Rural Lanes and Gateways), The Aquifer Project, Changing Chalk (Dewpond, Grazier Projects and Warren Hill Dewpond) and New Ways of working project.
 - £150,000 transferred to the Strategic Fund from revenue funding agreed as part of the Budget setting 2023/24. The following projects have been confirmed or in the process of seeking approvals:
 - One Plant – licencing & training £15,000
 - Volunteer Support £36,000
 - Rother Valley River Trust £20,000
 - Moulscombe School £5,000
 - Warren Hill Dew Pond Seating £5,000
- 3.7 The Reserve Table at Appendix 3 sets out reserves under headings that categorise the level of control and influence the Authority has over each type of reserve. The table shows that the Authority holds approved and recommended risk reserves of: £1,020,000 which must be maintained to demonstrate financial prudence and resilience; Capital Reserves of £127,000 to manage the timing of capital payments across financial years, and; £7,075,000 in relation to S106, CIL and other agreements over which the Authority does not have direct control. The reserves over which the Authority has direct influence and control are therefore

‘General Reserves’ which have been fully allocated, and ‘Earmarked Reserves’, which currently stand at £2,800,000 to meet approved projects and programmes.

Treasury Management Overview and Position

- 3.8 The Chartered Institute of Public Finance and Accountancy published the revised Treasury and Prudential codes in 2021, which now requires quarterly reporting of performance against forward looking prudential indicators. The performance of the Authority’s treasury management activity to Month 4 against benchmarks and the key indicators in the Authority’s Treasury Management Strategy, as approved by Full Authority at its meeting of 30 March 2023, are set out below.

Economic Overview

- 3.9 The Bank of England’s Monetary Policy Committee (MPC) has increased the Base Rate three times during 2023/24 to date. The financial year started with a base rate of 4.25%, and the latest rate rise, at the time of writing, was on 3 August 2023, to 5.25%. The Base Rate has been increased fourteen times by the MPC since December 2021 as a measure to control high levels of inflation.
- 3.10 The July inflation report shows that CPI, the government’s measure of inflation, reduced once more to 6.8% during July, which is the lowest level since February 2022. The reduction was largely driven by changes in energy prices. Despite the fall in inflation, markets are still expecting the bank of England to increase interest rates further, with expectations that the rate will increase to 5.50% in September.

4. Investments

- 4.1 The Authority’s investment portfolio of £15.686m as at 31 July 2023 is made up of the following:
- £3.000m sustainable fixed deposits held with Standard Chartered Bank.
 - £3.000m fixed deposit held with Goldman Sachs International Bank
 - £3.000m fixed deposit held with Lloyds Corporate Markets
 - £1.500m fixed deposit held with Santander UK plc;
 - The remaining balance is invested via Brighton & Hove City Council (£5.186m as at 31 July 2023)
- 4.2 Investments held with external counterparties were increased during July. This was to allow the Authority to take advantage of attractive investment rates that improved the performance of the overall investment portfolio beyond what could be achieved from the BHCC pooled investment rate.
- 4.3 The parameters for the Annual Investment Strategies were met in full during the year with no breaches.

5. Investment Performance and Risk

- 5.1 The table at Appendix 4 summarises the performance of these investments to 31 July 2023. The actual average interest rate earned to month 4 was 4.18% (compared to 1.00% average to Month 4 in 2022/23). Investment returns have continued to increase, reflecting continued increases in the Bank of England Base Rate due to continued high levels of inflation.
- 5.2 The Authority uses the Sterling Overnight Index Average (SONIA) as a benchmark against its investment performance. The average benchmark rate to month 4 was 4.51% compared to an average investment rate achieved of 4.18%. The investment rate therefore under-performed the benchmark by 0.33%. This under-performance is common in a rising interest rate market; the SONIA benchmark immediately reflects changes in interest rates whereas the performance of the Authority’s investment portfolio takes longer to reflect these changes due to requiring investments to mature before being able to reinvest funds at higher investment rates. The reverse will normally be true in a falling interest rate scenario.

The security of the Authority's investment portfolio has been monitored to month 4, to assess the risk of loss. These risks were assessed using the financial standing of the groups invested in, the length of each investment, and the historic default rates. The investment strategy sets an allowable risk level of 0.050% (i.e. that there is a 99.95% probability that the Authority will get its investments back). The actual indicator ranged between 0.023% and 0.030%, reflecting the high proportion of investments held in secure and/or liquid investments.

6. Borrowing

- 6.1 The 2023/24 Capital Strategy identified a total borrowing need for the Authority of £0.136m for investment in the Seven Sisters Country Park which is expected to be met internally, effectively reducing the Authority's balances available for investment rather than undertaking external borrowing. This is cost effective, and an assessment has been made to ensure that the cash balances remain an appropriate size to maintain this internal borrowing position, but this will be closely monitored.

7. Prudential Indicators

- 7.1 The below tables show the indicators that were agreed as part of the 2023/24 Treasury management Strategy and the actual indicators for the year.
- 7.2 The Capital Financing Requirement (CFR) is the cumulative, calculated financing needed to meet capital spend, which authorities are required to disclose. However, there is no external borrowing in SDNPA's case as the CFR is 100% funded through internal borrowing (i.e. through use of cash balances).

Capital Financing Requirement (CFR) (Underlying Borrowing Need)	Original Estimate 2023/24 £m	Revised forecast as at 30 June 2023 £m
Opening Balance*	1,195	1,119
New Borrowing	410	136
Minimum Revenue Provision	(27)	(25)
Closing Balance – underlying borrowing	1,578	1,230
External Borrowing as at 30 June 2023		0
Forecast Under-borrowing		1,230

*excludes lease liability of £805,000 for SSCP

- 7.3 The below table shows the borrowing limits agreed for 2023/24. As no external borrowing was undertaken, the borrowing limits have been adhered to for the year.

2023/24 Borrowing Limits	Authorised Limit £'000	Operational Boundary £'000
Indicator set	2,900	2,600
Less: allowance for leases	(800)	(800)
Limit for underlying borrowing	2,100	
Maximum borrowing outstanding during 2022/23	0	0
Variance	*2,100	1,800

**Cannot be less than zero*

7.4 The authorised limit is the maximum external debt that the Authority can enter into. This limit can only be revised by agreement of Full Authority. The operational boundary is the limit that the external debt is not expected to exceed during the year.

8. Options & cost implications

8.1 By continuously identifying and explaining variances against budgets, the Authority can identify risks, changes and new resource requirements at the earliest opportunity. A below budget variance at the end of the financial year could increase reserve levels and have implications for the Medium-Term Financial Strategy of the Authority.

9. Next steps

9.1 Annual budgets are approved by the National Park Authority (NPA). Budget monitoring is a key component of the Authority's overall performance monitoring and control framework and is reported at least quarterly to the Policy & Resources Committee.

10. Other implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	No
Does the proposal raise any Resource implications?	Yes. Budget monitoring requires action plans to mitigate above budget variances to ensure that the Authority does not overspend on its available resources. A below budget variance at the end of the financial year could increase reserve levels and may have implications for the Medium-Term Financial Strategy of the Authority.
How does the proposal represent Value for Money?	Internal controls and governance are in place to ensure the economical, efficient, and effective use of resources.
Which PMP Outcomes/ Corporate plan objectives does this deliver against	None
Links to other projects or partner organisations	No
How does this decision contribute to the Authority's climate change objectives	None
Are there any Social Value implications arising from the proposal?	No
Have you taken regard of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	There are no implications arising directly from this report. The Authority's equality duty shall be considered in respect to all expenditure and programmes undertaken by the National Park Authority.
Are there any Human Rights implications arising from the	No

Implication	Yes*/No
proposal?	
Are there any Crime & Disorder implications arising from the proposal?	No
Are there any Health & Safety implications arising from the proposal?	No
Are there any Data Protection implications?	No

11. Risks Associated with the Proposed Decision

11.1 There are no risks directly associated with this report as the recommendations are for noting only.

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Appendices

1. 2023/24 Revenue Key Variance by Service Area – Movement and Variances
2. 2023/24 Capital Forecast
3. 2023/24 Reserves Position
4. 2023/24 Treasury Management Performance
5. Explanation of Key Terms

SDNPA Consultees Chief Executive; Director of Countryside Policy and Management; Director of Planning; Chief Finance Officer; Monitoring Officer; Legal Services, Head of Finance and Corporate Services.

External Consultees None.

Background Documents Information in this report is taken from audited Financial Management Information Systems maintained by the Corporate Financial Services provider, Brighton & Hove City Council.

This report is presented in accordance with the Authority's Financial Regulations and Standard Financial Procedure.

2023/24 Revenue Key Variance by Service Area – Explanation of Movements since last Quarter

	Budget Month 4	Forecast Month 4	Variance Month 4	
Service	£'000	£'000	£'000	Explanation of Main Variance
Corporate Services	3,386	3,475	89	The net above budget variance is due to the turnover rate that has been applied to the salaries budget, additional maternity costs and additional costs in respect of changes within IT.
Seven Sisters Country Park	3	3	0	Net Zero Variance.
Countryside Policy & Management	3,021	2,978	(43)	The net below budget variance is due to staff vacancies within ranger services.
Planning	4,130	4,072	(58)	The net below budget variance is due to an anticipated net below budget variance of £100,000 on planning income fees; this is offset by a (£50,000) net below budget variance on delegated agreement payments and (£100,000) on salaries due to several vacant posts within the Planning service, although some of the vacant posts have been recruited since this review.
Strategic Investment Fund	470	470	0	Net Zero Variance.
Totals	11,010	10,998	(12)	

2023/24 Revenue Key Variance by Service Area – Explanation of Main Variances

2023/24 Variance Month 4 £'000	Service Area	Explanation of Main Variances
3	Chief Executive's Service	Minor net variance.
68	Business Services	The net above budget variance is due to the turnover rate that has been applied to the salaries budget and to staff changes within the service.
0	Seven Sisters Country Park	Net Zero Variance.
35	Marketing and Income Generation	Net above budget is due to additional maternity costs, and grade changes to staff that were not included in the budget.
(17)	Governance and Support Services	Net below budget salary variance is due to a staff member recruited at a lower cost than budgeted.
89	Total Corporate Services Variance	
0	Director of Countryside Policy and Management	Net Zero Variance.
(16)	Countryside and Policy Central	Net below budget salary variance is due to the vacant Lead Ranger post.
(14)	Countryside and Policy Eastern	Net below budget salary variance is due to the vacant Assistant Ranger post.

(3)	Countryside and Policy Western	Net below budget salary variance is due to the vacant Assistant Ranger post.
(10)	Research and Performance	Net below budget salary variance is due to a staff member doing less hours than budgeted.
(43)	Total Countryside Policy and Management Variance	
3	Director of Planning	Net minor variance due to salary turnover.
(51)	Planning Development Management	Net below budget salary variance is due to several vacant posts within the service, which some are now recruited
43	Performance and Technical Management	An anticipated net below budget variance of £100,000 on planning income fees; this is offset by a (£50,000) net below budget variance on delegated agreements payments and within salaries due to vacant posts.
(53)	Planning Policy	Net below budget salary variance due to one-off funding for Ecologist role for 2023/24 and vacant posts.
(58)	Total Planning Variance	
0	Strategic fund Projects	Net zero variance – see list of projects at 3.3
0	Strategic Fund Projects	
(12)	Total Revenue Budget Variance	

2023/24 Capital Forecast

Capital Project	2023/24 Month 4 Original Budget	2023/24 Month 4 Variation	2023/24 Month 4 Adjusted Budget	2023/24 Month 4 Forecast	2023/24 Month 4 Variance	2023/24 Month 4 Variance
	£'000	£'000	£'000	£'000	£'000	%
Seven Sisters Country Park – Reed Bed	250	0	250	250	0	0%
Seven Sisters Country Park – Micro Tractor	20	0	20	20	0	0%
Seven Sisters Country Park – Trading Company	250	0	250	250	0	0%
Seven Sisters – Original Refurbishment Works	136	0	136	136	0	0%
South Downs Centre and Seven Sisters Country Park Energy Efficiency Programme	129	0	129	129	0	0%
South Downs Centre - Cladding	150	0	150	150	0	0%
South Downs Memorial Hall – AV equipment	35	0	35	35	0	0%
New Vehicle	46	0	46	46	0	0%
National Park Signage Project Phase 2	39	0	39	39	0	0%
Total Capital Budget	1,055	0	1,055	1,055	0	0.0%

2023/24 Reserves Position

Reserve Type and Title	Purpose of Reserve	2022/23 Outturn £'000	Movement Between Reserves £'000	Contributions to/from Reserves £'000	2023/24 Month 4 £'000
General Reserves:					
General Reserve	General Reserve representing the 2021/22 approved budget surplus	0	(716)	716	0
Approved Risk Reserves:					
Working Balance	Working Balance	595	(441)	509	663
Planning Reserve	To fund unforeseen planning inquiries, changes to future delegation arrangements, significant income falls and support for neighbourhood plans	358	0	0	358
Earmarked Reserves:					
Partnership Management Plan Reserve	To fund outcomes identified in the Partnership Management Plan	301	(50)	0	251
Strategic Fund	Reserve to hold unspent Strategic Fund allocations	504*	56	(119)	441
Invest to Save Reserve	To support future schemes to save money in future years	0	1,440	0	1,440
Affordable Housing	Funds to implement an Affordable Housing Strategy within the National Park	161	0	0	161
Transition Reserve	To support the work to adjust SDNPA's expenditure profile in line for future funding constraints.	593	(486)	0	107

Reserve Type and Title	Purpose of Reserve	2022/23 Outturn £'000	Movement Between Reserves £'000	Contributions to/from Reserves £'000	2023/24 Month 4 £'000
Trading Company Borrowing Reserve	This will allow the company to borrow funds to purchase assets to allow operations at SSCP to begin	80	100	0	180
Green Finance (Nitrates) Reserve **	The reserve is for nitrates monitoring and mitigation	167	0	0	167
Climate Change Fund Reserve	Funds to support the Authority becoming a 'net-zero' organisation by 2030.	2	50	0	52
Funds held in lieu of Agreements					
South Downs Way	Funding transferred from South Downs Joint Committee	20	0	0	20
Section 106 Receipts Reserve	Receipts primarily used to develop infrastructure within the National Park	358	0	(8)	350
Section 106 Interest on Statutory Receipts		264	0	0	264
Community Infrastructure Levy Reserve*	Receipts to fund infrastructure in development areas	6,441	0	0	6,441
Capital (Timing) Reserves:					
Capital Receipts	Proceeds from disposal of assets available for use on capital expenditure	28	0	0	28
Estates Management Reserve	To support refurbishment of area offices.	50	0	0	50
Vehicle Repairs and Renewals	To fund purchase of replacement vehicles	2	47	0	49
Total Reserves Balance		9,924	0	1,098	11,022

**The value of the Community Infrastructure Levy reserve represents amounts receivable in accordance with Financial Regulations and the Town and County Planning Act 1990.*

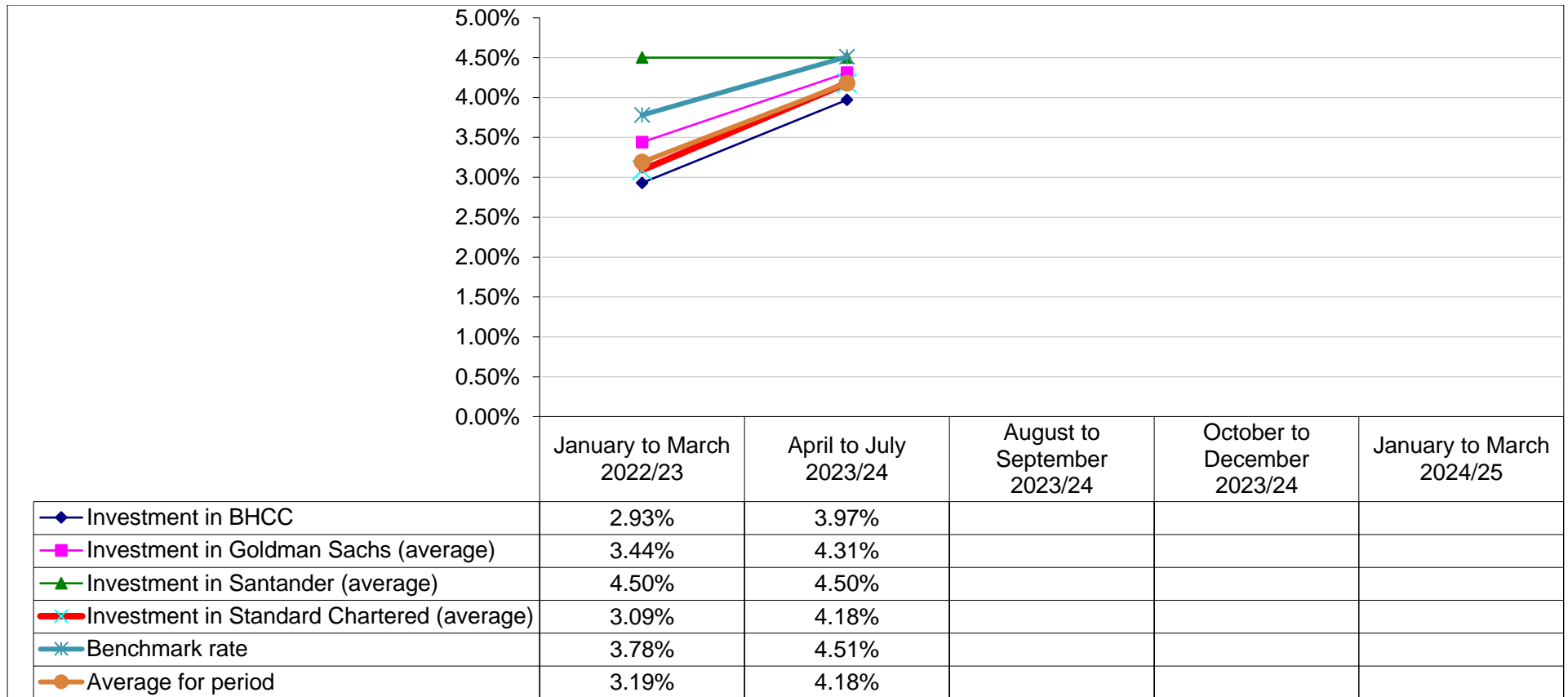
***The proposed amendments to LURB on nitrate neutrality may have an impact on our projected income from Green Finance in this year. This is uncertain at present, but we will be reviewing the forecast over the next few weeks when the policy position is clearer.*

The reserve value may not represent the value of actual income received due to agreed payment terms and profile of payments for some developments.

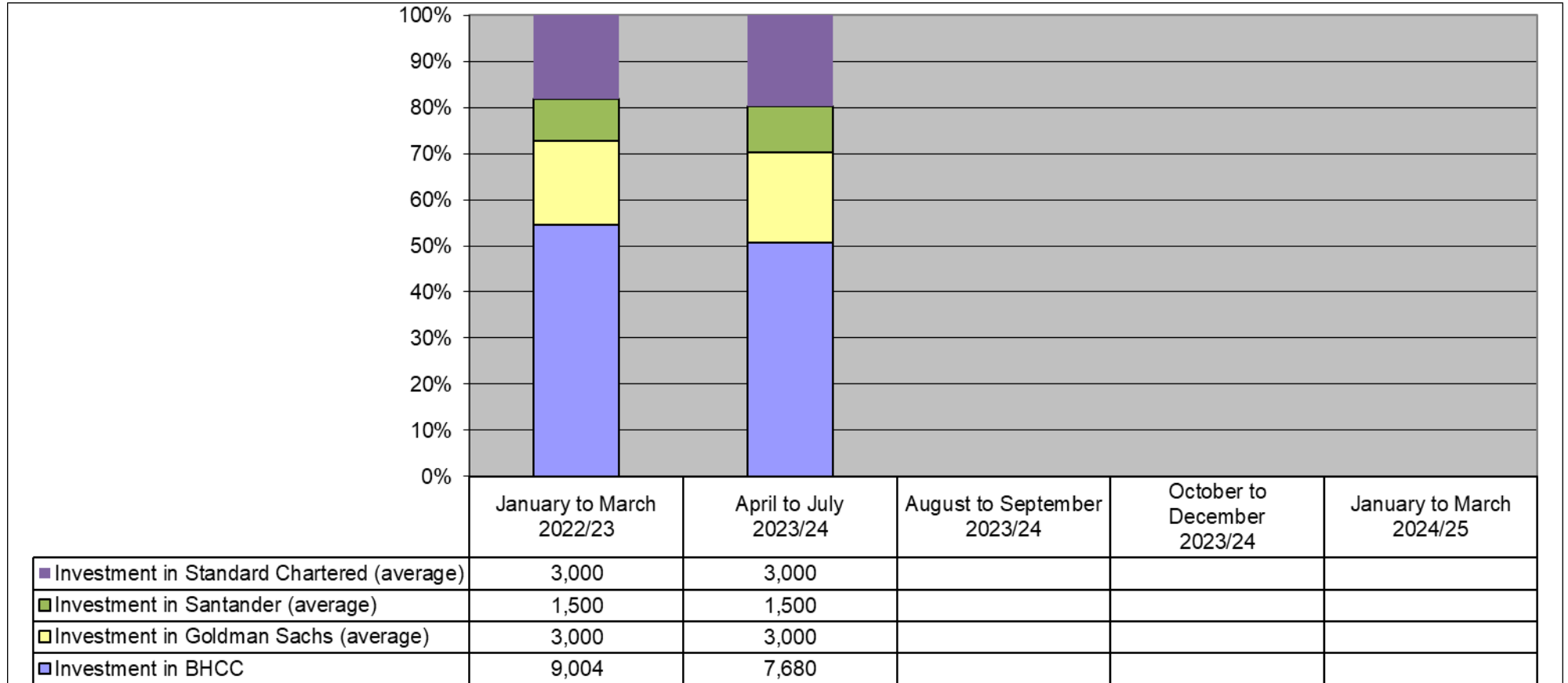
**The Strategic Fund Reserve balance includes budget for projects that are committed but not yet drawn down. The actual unallocated balance is £320K*

2023/24 Treasury Management Performance

Average Interest rate achieved on Investments compared to Benchmark (7 Day-LIBID)



Average amount invested (weighted by amount per day)



Explanation of Key Terms

Key Term	Explanation
Above budget Variance	Difference between budgeted and actual/forecasted activity which would have an adverse impact on the Authority's financial position, e.g. expenditure in excess of available budget, or less income than budgeted.
Below budget variance	Difference between budgeted and actual/forecasted activity which would have a favourable impact the Authority's financial position, e.g. less expenditure than budgeted, or more income than budgeted.
Budget Carry Forward	Unspent revenue budgets to be moved from one financial year to another where circumstances mean that it is not possible to spend budgets in the current financial year.
Capital Expenditure	Expenditure involving the acquisition or enhancement of assets with a long term value to the Authority, such as land, buildings, and major items of plant, equipment or vehicles.
Capital Programme	Approved budgets for capital expenditure over the Medium Term Financial Strategy period which supports priorities informed by the Members' Budget Workshops and outcomes identified in the PMP.
Capital Reprofile	Unspent capital budgets to be moved from one financial year to another where circumstances mean that it is not possible to spend capital budgets in the current financial year.
Financial Procedures	Approved procedures which set out the responsibilities of Members and officers of how Financial Regulations are to be applied in practice.
Financial Regulations	Approved responsibilities of Members, directors, statutory officers and managers in looking after the financial affairs of the Authority. It seeks to ensure high standards of financial conduct, and probity in dealing with public money.
Medium Term Financial Strategy (MTFS)	Planned use of resources over a five year period taking into consideration assumptions for anticipated changes in commitments, savings and grant income.

Movement	Changes in actual/forecasted activity compared to previously reported forecasts.
Non-Grant Funded Budgets	Expenditure budgets that are not funded by grants from external bodies
Provisional Outturn Position	The anticipated year-end financial position of the Authority subject to any required approvals and assessment from external auditors.
Reserves	Funds retained to provide for future services and activities, usually earmarked for specific purposes, subject to maintaining prudent levels and any statutory limitations
Revenue	Expenditure and income required to meet ongoing day-to-day activities of the Authority. Examples include salaries, wages, material, supplies and services.
Ringfenced Grants	Financial assistance from external bodies to fund specific activity, where conditions exist to repay the grant should it not be used to fund the specified activity.
Unringfenced Grants	Financial assistance from external bodies to fund activity, where no conditions exist to repay the grant.