





































Other Income		Budget for year £	Budget to date £	Actual to date £	Variance £	Projected Outturn £	
10							
100.4900	Promotion & Awareness	Earned income	260	217	660	443	600
103	Countryside Festival	Income	7,185	7,185	11,482	4,297	11,480
106.4900	Annual Forum	Income	500	417	554	137	555
107.4004	Chalk & Trees/What's on	Advertising income	4,150	3,458	4,385	927	4,400
107.4901	Chalk & Trees	Electronic subscriptions	400	333	280	(53)	280
109.4900	Getting Close to Nature		2,200	1,833	4,249	2,416	4,250
108.4900	Environmental Education		250	208	585	377	650
113.4900	Historic Environment		25	21	10	(11)	25
203.4900	Commons		800	667	1,067	400	1,065
204.4001	Chalk Grassland		265	221	810	589	810
206.4900	State of the Environment Report		270	225	-	(225)	270
211.4900	Hedge laying course		-	-	1,122	1,122	1,500
300.4900	Planning	Earned income	670	558	122	(437)	670
305.4900	Technical Assistance		-	-	920	920	950
302.4900	Planning Conference		1,200	1,200	1,831	631	1,830
304.4003	Building Design Awards		500	417	740	323	740
400.4400	Recreation & Access	Advertising income	490	-	450	450	750
401.4900	Access Publications		300	250	150	(100)	300
402.4900	Access Conference		1,000	833	90	(743)	1,000
405.4400	Chilterns Cycleway	Advertising income	200	167	-	(167)	200
405.4100	Chilterns Cycleway	Consultancy	-	-	875	875	875
500.4008	Corporate	Interest received	7,225	5,500	5,498	(2)	9,325
500.5900	Unidentified income	Red Kite donations	100	83	587	504	600
			27,990	23,793	36,467	12,674	43,125
	Merchandise sales						
	Promotion & Awareness			1,100	1,095		
	Planning			20	20		
	Cycleway guidebooks			2,000	2,047		
			4,000	3,120	3,162	42	4,000





**Reserves**

15. The impact of this budget on reserves is a total reduction of £33,360, (£7,067 for ongoing activity, £6,293 for projects and £20,000 for a Small Grants Fund).

**Recommendations:**

1. **To consider the draft budget and recommend its adoption to the Board.**

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>CORE ACTIVITY</b>		
<i>Expenditure</i>		
<b>Department 100:</b>		
<b>Promotion and Awareness</b>		
<b>Core expenditure:</b>		
Information Officer & E&A Officer	(94,840)	
Travel and subsistence	(1,700)	
Subscriptions magazines / newspapers	(525)	
Web site	(800)	
Printing & distribution costs	(1,900)	
Events and exhibitions	(1,500)	
Miscellaneous	(200)	
105 Annual Report	(1,050)	
106 Annual Forum	(1,000)	
107 Chalk and Trees 1st edition	(5,925)	
111 Environmental Tourism	(500)	
113 Historic Environment	(1,100)	
<b>Sub total</b>	<b>(111,040)</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Department 200:</b>		
<b>Countryside Management</b>		
<b>Core expenditure:</b>		
Countryside & FLU Officer	(79,015)	
Travel and subsistence	(1,200)	
Publications	(75)	
Events / exhibitions	(250)	
Subscriptions: organisations	(90)	
Miscellaneous	(85)	
203 Commons	(5,000)	Including £4,000 applied to Commons Project
204 Chalk grassland group	(1,000)	
206 State of Environment Report	(1,600)	
207 Support for Trees & Woods Mgt	(3,500)	
<b>Sub total</b>	<b>(91,815)</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Department 300:</b>		
<b>Planning and development</b>		
<b>300 Core expenditure:</b>		
Planning Officer	(64,745)	
Travel & subsistence	(1,180)	
Miscellaneous	(150)	
301 Planning Committee	(520)	
302 Planning conference	(900)	
303 Design Guidance	(25)	
304 Building design awards	(1,500)	
305 Technical assistance / training	(1,500)	
308 Management Plan	(10,000)	
<b>Sub total</b>	<b>(80,520)</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Department 400:</b>		
<b>Recreation and Access</b>		
<i>Core expenditure:</i>		
Access Officer	(28,125)	
Travel and subsistence	(500)	
Miscellaneous	(150)	
401 Access public'ns incl. Country Walks	(2,000)	
402 Access conference	(1,000)	
404 Access for all Improvements	(1,100)	
<b>Sub total</b>	<b>(32,875)</b>	
<b>Department 500:</b>		
<b>Corporate Services</b>		
<i>Core expenditure:</i>		
Chief Officer / Admin Officer	(107,780)	
Travel and subsistence	(1,750)	
Staff training	(3,000)	
Premises	(27,095)	
Office costs	(13,205)	
Office furniture & equipment	(935)	
IT (incl OS licences)	(5,275)	
Photography	-	
Meetings & events	(435)	
Finance	(19,265)	
Personnel	(3,835)	
Legal services	(3,000)	
Insurance	(3,600)	
Miscellaneous	(565)	
<b>Sub total</b>	<b>(189,740)</b>	



BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Department 600</b>		
<b>Member Services</b>		
<i>Core expenditure:</i>		
Members' allowances	(33,795)	Excludes SDF Panel allowances
Board member training	(1,500)	
Board meetings	(1,000)	
Miscellaneous	(50)	
601 Executive Committee	(150)	
<b>Sub total</b>	<b>(36,495)</b>	
<b>TOTAL CORE EXPENDITURE</b>	<b>(542,485)</b>	
National AONB	(2,500)	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Core Income</b>		
Defra: Core	433,988	To meet 80% of core expenditure
Local Authorities	104,255	
Town and Parish Councils	3,000	
Other earned income	3,742	Balancing figure
<b>TOTAL CORE INCOME</b>	<b>544,985</b>	
<b>NET CORE INCOME / (EXPENDITURE)</b>	<b>-</b>	
<b>FUNDED BY:-</b>		
<b>Development Reserve:</b>		
- Core surplus	-	
<b>Budget Equalisation Reserve:</b>		
- Core deficit		
<b>TOTAL TRANSFERS TO / (FROM) RESERVES</b>	<b>-</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>ONGOING ACTIVITY</b>		
<i>Expenditure</i>		
<b>Department 100:</b>		
<b>Promotion and Awareness</b>		
103 Countryside Festival	(5,185)	
108 Chalk and Trees 2nd edition	(5,925)	
109 Educational Events	(2,250)	
110 Enjoying Woodlands	(3,500)	
<b>Sub total</b>	<b>(16,860)</b>	
<b>Department 200:</b>		
<b>Countryside Management</b>		
210 Small Works	(4,000)	
211 Local Nature Partnerships	(3,000)	From Development Reserve
212 Chilterns Farm Advice Project	(2,000)	From Development Reserve
<b>Sub total</b>	<b>(9,000)</b>	
<b>Department 300:</b>		
<b>Planning and development</b>		
310 Planning Policies	(1,500)	
311 High Speed Two	(2,000)	From Earmarked Reserve
<b>Sub total</b>	<b>(3,500)</b>	
<b>Department 400:</b>		
<b>Recreation and Access</b>		
405 Cycling in the Chilterns	(1,500)	
<b>Sub total</b>	<b>(1,500)</b>	
<b>Department 500:</b>		
<b>Corporate Services</b>		
503 Research Grants Fund	(5,000)	From Development Reserve
504 IT Replacements & Upgrades	(3,000)	
<b>Sub total</b>	<b>(8,000)</b>	
<b>Department 600</b>		
<b>Member Services</b>		
<b>Sub total</b>	-	
<b>TOTAL EXPENDITURE</b>	<b>(38,860)</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Income</b>		
Balance of earned income	31,793	
<b>TOTAL INCOME</b>	<b>31,793</b>	
<b>NET INCOME / (EXPENDITURE)</b>	<b>(7,067)</b>	
<b>FUNDED BY:-</b>		
<b>Development Reserve:</b>		
Surplus	4,933	
Local Nature Partnerships	(3,000)	
Farm Advice Project	(2,000)	
Research Grants Fund	(5,000)	
<b>Budget Equalisation Reserve:</b>		
Deficit	-	
<b>HS2 Reserve:</b>		
Net expenditure	(2,000)	
<b>TOTAL TRANSFERS TO / (FROM) RESERVES</b>	<b>(7,067)</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>PROJECTS</b>		
<i>Expenditure</i>		
<b>Department 100:</b>		
<b>Promotion and Awareness</b>		
<b>Sub total</b>	-	
<b>Department 200:</b>		
<b>Countryside Management</b>		
250 Chilterns Chalk Streams (Core)	(34,235)	
251 Chilterns Chalk Streams (Projects)	-	
255 Chilterns Commons Project	(124,890)	
258 Box Woods Project	(44,140)	
259 Historic Farmsteads Survey	(2,000)	From Development Reserve
<b>Sub total</b>	<b>(205,265)</b>	
<b>Department 300:</b>		
<b>Planning and development</b>		
<b>Sub total</b>	-	
<b>Department 400:</b>		
<b>Recreation and Access</b>		
<b>Sub total</b>	-	
<b>Department 500:</b>		
<b>Corporate Services</b>		
<b>Sub total</b>	-	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>Department 600</b>		
<b>Member Services</b>		
<b>Sub total</b>	-	
<b>TOTAL EXPENDITURE</b>	<b>(205,265)</b>	
<b>Income</b>		
Defra: SDF	-	
Defra: Chalk Streams	12,547	Balance of Defra grant of 446,535 after core.
Chalk Streams external income (core)	17,395	
Chalk Streams external income (projects)	-	
Chilterns Commons Project: HLF	106,500	
Chilterns Commons Project: other	18,390	
Box Woods Project: HLF	39,140	
Box Woods Project: Other	5,000	
<b>TOTAL INCOME</b>	<b>198,972</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>NET INCOME / (EXPENDITURE)</b>	<b>(6,293)</b>	
<b>FUNDED BY:-</b>		
<b>Development Reserve:</b>		
- Historic Farmsteads Survey	(2,000)	
<b>Budget Equalisation Reserve:</b>		
- Chalk Streams shortfall (part)	(2,293)	
<b>Chalk Streams Reserve:</b>		
- Net shortfall (part)	(2,000)	
- Projects		
<b>Commons Reserve:</b>		
- Net expenditure		
<b>TOTAL TRANSFERS TO / (FROM) RESERVES</b>	<b>(6,293)</b>	

BUDGET 2013-14		
Description	Annual Budget	Notes
	£	
<b>SMALL GRANTS SCHEME</b>		
<i>Expenditure</i>		
To be allocated	(20,000)	
<b>TOTAL EXPENDITURE</b>	<b>(20,000)</b>	
<b>FUNDED BY:-</b>		
Development Reserve		
- to be allocated	(20,000)	
<b>TOTAL TRANSFERS TO / (FROM) RESERVES</b>	<b>(20,000)</b>	
<b>RESERVES MOVEMENTS</b>		
General	-	
Budget Equalisation	(2,293)	
Development	(27,067)	
HS2 earmarked reserve	(2,000)	
Chalk Stream earmarked reserve	(2,000)	
<b>TOTAL RESERVES MOVEMENTS</b>	<b>(33,360)</b>	



Other Income			Budget for year £
0			
	<b>Core Activity</b>		
100.4900	Promotion & Awareness	Earned income	600
500.4900	Unidentified income	Red Kite donations	500
106.4900	Annual Forum	Income	550
107.4004	Chalk & Trees edition 1	Advertising income	2,200
107.4901	Chalk & Trees edition 1	Electronic subscriptions	140
203.4900	Commons		800
204.4001	Chalk Grassland		810
206.4900	State of the Environment Report		270
300.4900	Planning	Earned income	670
305.4900	Technical Assistance		950
302.4900	Planning Conference		900
304.4003	Building Design Awards		740
400.4400	Recreation & Access	Advertising income	490
401.4900	Access Publications		300
402.4900	Access Conference		1,000
	<b>Sub Total</b>		10,920
	<b>Other Earned Income</b>		
103	Countryside Festival	Income	7,185
108.4004	Chalk & Trees edition 2	Advertising income	2,200
108.4901	Chalk & Trees edition 2	Electronic subscriptions	140
109.4900	Educational Events		2,800
113.4900	Historic Environment		25
405.4400	Chilterns Cycleway	Advertising income	200
500.4008	Corporate	Interest received	8,065

<b>Sub Total</b>			20,615
	Merchandise sales		
	Promotion & Awareness		
	Planning		
	Cycleway guidebooks		
			4,000
<b>Total</b>			35,535

## **Item 9      Medium Term Financial Plan**

**Author:**                      Chris Smith                      Finance Officer  
   Steve Rodrick                      Chief Officer

**Summary**                      Budgets from 2014-15 onwards will be prepared in the context of probable further cuts in funding.

**Purpose of Report:**              To review and update the Plan in the context of the change in the format of the Board's budget.

### **Background**

1.      The Medium Term Financial Plan was first prepared in 2010 in response to cuts in grant following the Government's Comprehensive Spending Review.
2.      In anticipation of cuts in funding a number of initiatives were identified to reduce costs and increase earned income. Those initiatives have so far resulted in a reduced net budget whilst at the same time maintaining reserves.
3.      The most recent initiative, in response to a probable continuation of grant cuts, has been to change the format of the budget so as to separate the highest priority core activity from the total budget. Full details are included in Agenda item 8.

### **Latest Forecast**

4.      The draft budget for 2013-14 has been adjusted so as to create an equivalent financial model for 2014-15. The adjustments are:
  - A two per cent staff pay award, plus increments where they are due, from April 2014.
  - A two per cent increase in members' allowances.
  - A seven per cent reduction in Defra grant, and a ten per cent reduction in local authority grants for 2014-15, compared to 2013-14.
5.      The overall impact of these calculations is to increase core expenditure by £14,380 and reduce grant by £26,418, a net impact of £40,798.
6.      Based on these figures the reduced Defra grant will be insufficient to meet the historical 80 per cent of core expenditure. Even with the

























































