

Finance report (paper 5)

Background

This paper shows the activity budget held by the Healthwatch Newcastle (HWN) Board. The budget is detailed overleaf.

- Column one shows the budget headings
- Column two shows the total budget for 2013-2014
- Column three shows the budget allocated for April 2013 to December 2013 (three quarters of the budget)
- Column four shows the actual spend from April 2013 to December 2013
- Column five shows where the underspend lies within the budget headings
- Column six shows the remaining budget for 2013-14

Spend to date

As can be seen the main area of expenditure has been on the production of HWN publicity material. There has also been spending on the Programme Management Board, financial services and events and meetings. Further small amounts have gone on the HWN website, volunteer expenses and the Freephone number of the information and signposting service.

Future spend

There will be a further amount of expenditure on:

- HWN publicity to reflect the changes to the information and signposting service
- Healthwatch Champion training, recruitment and other support costs
- Costs associated with the information sessions and pop-up groups, for example, room hire, printing costs, refreshments and possible further research
- Events and meetings of Board
- Programme Management Board
- Financial services

It is difficult to quantify the amounts for the above, but an approximate figure would be between £3,000 - £4,000.

The staff team is also developing a proposal to design and deliver the Young Persons' Shadow Healthwatch Board which will be approximately £5,000.

Activity budget (HWN Board) 2013-14	Total budget (£)	Budget to 31 December (£)	Actual spend to 31 December (£)	Variance (£)	Total budget remaining (£)
Project Management Board	1,200	900	900	0	300
Healthwatch Board support and volunteer expenses	3,500	2,625	251	2,374	3,249
Marketing and publicity	6,050	4,538	2,811	1,727	3,239
Database and website maintenance	1,350	1,013	96	917	1,254
Freephone costs	600	450	102	348	498
Events, workshops, meetings, signpost venues	6,600	4,950	682	4,268	5,918
Participation support including interpreters, BSL, language Braille	1,600	1,200	0	1,200	1,600
Financial services	1,920	1,440	1,440	0	480
Miscellaneous	39	29	0	29	39
Total	22,859	17,145	6,282	10,863	16,577

Recommendations

It is recommended that the Board notes the contents of this report.