

## **Financial Report to the LINK Executive, February 2009**

### **Introduction**

There has been some discussion over LINK finances since the election of the Executive Committee (EC) in January. So for the sake of clarity I would like to re-confirm the following:

Under the LINK Host Contract WCA receives an annual sum of approximately £280,000 in four equal quarterly parts. This sum is effectively split into two component parts:

- 1 - Money under the control of WCA as Contractor, approximately £228,500
- 2 - Money under the control of the LINK via its Executive, £51,500. This is known as the Disbursement Budget.

This report appropriately concentrates on the disbursement budget and has been prepared in consultation with the Financial Monitor of the LINK, however first a quick note on the £228,500 which is not controlled by the LINK.

The sum under the control of WCA is for management and operational costs for the delivery of all parts of the LINK Host contract, of which, there are 5 main areas of delivery.

- A. Establish and support the LINK
- B. Management and support of Community Partners Project
- C. Management and support of Voicing Views Project (Mental Health)
- D. Management and support of the Learning Difficulties Partnership Project
- E. Some additional support to Community Care services.

Out of the £228,500, as can be seen in schedule two of the contract (I believe this schedule has been previously circulated to the EC), approximately  $\frac{3}{4}$  of the annual sum under the control of WCA are relatively fixed costs (relating to employment premises costs) leaving about £55,000 for operational overheads for the whole contract.

## **Notes to the Financial Report**

The report has been prepared in consultation with the Financial Monitor of the LINK and the breakdown and detail of this report have been prepared in line with requests of the Financial Monitor.

1. Area A – relates to costs allocated to the disbursement budget for the initial set up and promotion of the LINK in advance of the election and first formal meeting of the Interim Executive (IE).
2. Area B – money spent under the control and direction of the Interim Executive during the life of the IE there were a number of financial monitoring meetings between the LINK Financial Monitor and the Director of WCA. WCA as LINK Host has also submitted reports to the R&G sub group on matters relating to finance.
3. Area C – relates to money committed by the IE and money spent but not yet paid (i.e. no transaction to date) and therefore not accounted for in area B. The figures in area C have been calculated with due care, however should be considered a close estimate and not a definitive sum.
4. Area D - this section relates to work undertaken by the Moore Adamson Craig Partnership (MAC) for work activities commissioned or requested directly by the IE.

## Disbursement Budget Financial Statement

### 1 Area A

Set up posts and other initial expenditure before the establishment of the Interim Executive

**Sub Total: A = £9,058.52**

### 2 Area B

Expenditure to date under the direction of the LINK after the establishment of the IE

Communications

5,589.38

Advertising, Promoting & Publicity

4,364.13

Expenses claimed

101.87

Postage

96.60

Printing & Publishing

581.38

Transport

1,305.65

Venue Hire & Catering

1,894.98

**Sub Total: B = £13,933.99**

### 3 Area C

Committed funds

Money spent but payment outstanding – Electoral Reform Society &

Palentypist

£750

Executive induction Training £875+VAT

£1,006.25

Mapping project £5000 committed - £2244.38 included in communications  
total are B

£2,755.62

Newsletter Quarterly approx £1000+VAT per issue

£2,600

**Sub Total: C = 7,111.87**

**Sub Total: A+B+C  
= 30,104.38**

**Available funds 21,395.62**

**4 Area D**

Breakdown of Expenditure to MAC under the direction of the Interim Executive  
(all costs include VAT)

Attending Communication sub groups and follow up.

£201.25

Mapping Project (from £5000 committed)

£2,244.38

Newsletter

£2,441.25

Creating a Paper for IE on enter and view

£402.50

**Total**

**£5,289.38**

Jason Edgington  
12<sup>th</sup> February 2009