

## **REPORT TO THE NORTH WALES CORPORATE JOINT COMMITTEE**

**21/06/2024**

---

**Title:** 2023/24 Out-turn Report and Annual Return

**Authors:** Dewi A Morgan, CJC Head of Finance (Statutory Finance Officer)  
Sian Pugh, CJC Assistant Head of Finance

---

### **1. PURPOSE OF THE REPORT**

1.1 The purpose of this report is to provide the Corporate Joint Committee (CJC) with the final out-turn position for 2023/24 and to obtain approval of the Official Annual Return for 2023/24.

### **2. DECISIONS SOUGHT**

2.1 To note and accept the Corporate Joint Committee's actual expenditure and income for 2023/24 as submitted in Appendix 1.

2.2 To obtain the Corporate Joint Committee's approval for the underspend in 2023/24 to be transferred to an earmarked reserve to fund future one-off costs.

2.3 To approve the Corporate Joint Committee's Annual Return for 2023/24 (subject to External Audit), in line with the statutory deadline of 30 June 2024. It has been duly completed and certified by Cyngor Gwynedd's Head of Finance, as the Statutory Finance Officer for the Corporate Joint Committee (Appendix 2).

### **3. REASONS FOR THE DECISION**

3.1 To inform the Corporate Joint Committee of its financial position for 2023/24, and to comply with the statutory requirements regarding completing the Annual Return.

---

#### **4. BACKGROUND**

- 4.1 The original budget for 2023/24 was approved by the Corporate Joint Committee at its meeting on 13 January 2023 (original budget in Appendix 1) with further changes on “Resourcing of Statutory Functions” approved at its meeting on 24 March 2023 (revised budget in Appendix 2).
- 4.2 The accounts and return will be subject to audit by Audit Wales, who have been appointed by the Auditor General for Wales. Should any amendments be necessary then a revised version will be presented to the Corporate Joint Committee in due course.
- 4.3 After audit and following any required amendments, the Auditor General’s representative will certify the return.

#### **5. EXPENDITURE AND INCOME 2023/24**

- 5.1 Appendix 1 provides a detailed breakdown of the expenditure and income per heading against its annual budget for 2023/24, and these correspond to the figures in the Annual Return shown in Appendix 2.
- 5.2 There was a forecasted underspend of £422,846 in the September 2023 review and the final net out-turn position for 2023/24 shows a further underspend of £231,617, to give a final underspend of £654,463 for 2023/24, and approval is sought to transfer this to the earmarked reserve. The Corporate Joint Committee in its meeting on 26 January 2024 has already approved for £196,840 of this reserve to be used as part of the 2024/25 budget.
- 5.3 The increase in underspend since the September review is largely due to the receipt of a Welsh Government grant, slippage in external consultant fees and a reduction in support services costs.

##### Employees

- 5.4 The final underspend on this heading is £324,666. The expenditure on the CJC and Transport sub-headings include the secondment costs for the Ambition North Wales’ Chief Executive for two days a week, together with the support of the Executive

Assistant for one day a week. The employment costs on the Transport heading also includes the secondment costs of the Implementation Programme Manager from Welsh Government.

#### Travelling

- 5.5 The travelling and subsistence budget has not been used in 2023/24 which leaves an underspend of £6,000 for the year.

#### Supplies and services

- 5.6 The final underspend on this heading is £304,254 with expenditure including Audit Wales fees, external consultants, insurance costs and equipment and supplies.

#### Support Services

- 5.7 The final underspend on this heading is £52,198 and stems from an underspend across the support services.

#### Regional Transport Plan Grant

- 5.8 In December 2023, the CJC received a grant offer from Welsh Government to develop the Regional Transport Plan of which £44,483 has been used to fund the expenditure on the Transport heading during 2023/24. An external consultant was also commissioned to carry out part of the work and since this element was not completed until April 2024, it will be shown in the 2024/25 accounts.

#### Reserve

- 5.9 On 1 April 2023 there was £238k in the reserve, and due to the underspend position for 2023/24, the £80k that was originally allocated from the reserve as part of the 2023/24 budget was not needed. After transferring the £654k underspend for 2023/24 to the reserve, the closing balance at 31 March 2024 was £892k.

**6. PARTNER CONTRIBUTIONS**

6.1 The partners' contributions coincide with the levy that was set for the 2023/24 budget.

**7. LEGAL IMPLICATIONS**

7.1 As defined in the Accounts and Audit (Wales) Regulations 2014 (as amended), the Corporate Joint Committee, due to its turnover not exceeding £2.5m in 2023/24 is required to prepare an annual return and this must be prepared in accordance with proper practices as stipulated by legislation.

**8. Appendices**

Appendix 1 - North Wales Corporate Joint Committee's 2023/24 Revenue Out-turn position.

Appendix 2 - Annual Return for the year ended 31 March 2024.

**STATUTORY OFFICERS' RESPONSE:**

**i. Monitoring Officer:**

No observations to add in relation to propriety.

**ii. Statutory Finance Officer:**

Author of this report.