



Committee Name: Mousehold Heath Conservators

Committee Date: 14/03/2025

Report Title: Mousehold Heath Conservators budget monitoring to 31 January 2025

Portfolio: Councillor Hampton, Deputy leader and cabinet member for a climate responsive Norwich

Report from: Head of environment services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

To provide the 2024-2025 revenue budget monitoring position and 2024-2025 capital receipts balance as at 31 January 2025.

Recommendation:

To note the current budget monitoring and reserves positions

Policy Framework

The Council has five corporate priorities, which are:

The Council's 2024-29 community-led plan outlines five priorities, which are:

- A prosperous Norwich.
- A fairer Norwich.
- A climate responsive Norwich.
- A future-proof Norwich.
- An open and modern council.

This report supports the delivery of *A Fairer Norwich* and '*A Climate Responsive Norwich*'

Mousehold Heath management plan objectives

The report helps to meet the Mousehold Heath management plan objective C.

C) To ensure that Mousehold Heath is clean and well maintained.

Report Details

1. The report details the work, activities and issues arising on, and relating to the delivery of the Mousehold Heath management plan objectives.
2. The objectives are:
 - A) To ensure Mousehold Heath is a welcoming place for people to visit.
 - B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
 - C) To ensure that Mousehold Heath is clean and well maintained.
 - D) To manage Mousehold Heath in a way that has a positive impact on the environment.
 - E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
 - F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
 - G) To provide opportunities for local communities to be involved in all aspect of our work.
 - H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

Report Details

1. Conservators approved a precept for the financial year 2024/25 of £277,611 at their meeting of 19 January 2024.
2. The Conservators have requested that budget reports be brought to their meetings on a regular basis. Appendix A details the financial position for Mousehold Heath as at the end of January 2025, and comparison of the expected outturn to the annual budget.
3. Corporate recharge budgets are no longer shown against individual cost centres within the General Fund, for accounting presentation purposes. All corporate recharges are still calculated in line with agreed principles. The Conservator's element of the recharges has been included within the figures in this report, for consistency between accounting periods.
4. The impact of the precept and forecast 2024/25 budget monitoring position on the Mousehold Heath balances are as follows:
5. Overall, the budget shows a forecast underspend of £3,494, which is mainly made up from increased income against budget. There is currently a discrepancy on football income due to a credit note being raise, which is being investigated and why the actual amount shown is low against the expected year end forecast.

Table 1:

	£
Balance brought forward from 2023/24	(24,249)
Precept 2024/25	(277,611)
Provisional outturn 2024/25	274,117
In-year movement in reserves underspend	(3,494)
Forecast balance to be carried forward to 2025/26	(27,743)

6. The prudent minimum level of reserves was assessed in 2023/24 for it to be £10,000 during 2024/25 budget cycle. The reserve balance is expected to continue to exceed the prudent minimum balance.

Capital

7. The position on capital reserve is as below, with no spend incurred in 2024/25 to date. There are no current items in the capital budget, therefore no spend can be incurred in 2024/25 without a budget amendment to Council.

	£
Rangers House balance brought forward	(111,447)
Interest April - January 2025	(5,217)
Forecast balance of receipts at 31/03/2025	(116,664)

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	None
Children and Adults Safeguarding	None
Environmental Impact	None

Risk Management

Risk	Consequence	Controls Required
Financial performance	Failure to adequately plan and monitor finances could result in insufficient resources being available to deliver the aims and objectives of the Management Plan and Annual Work Programme.	Ensure that sufficient financial and management information is available to continue management and maintenance programme.

Reasons for the decision/recommendation

8. Revenue budget and capital receipts balance monitoring will ensure that there are adequate resources to implement Mousehold Heath Management Plan and Annual Work Programme.

Appendices: A – Mousehold Heath Conservators forecast year end outturn report April 2024 to January 2025

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**Appendix A: Mousehold Heath Conservators forecast year end outturn
report April – January 2025**

	Budget (£)	Actual to date (£)	Forecast (£)	Variance (£)
Salaries	83,668	71,434	81,698	(1,970)
Overtime	0	1,144	1,144	1,144
Employers Pension	10,980	9,516	10,980	0
Pension added years	3,632	2,365	3,632	0
Pension Deficit Recovery	15,633	0	15,633	0
Employee Insurance	649	0	649	0
General Repairs & Maintenance	15,000	4,620	15,000	0
Contract Cleaning	12,281	10,589	12,281	0
Electricity	4,080	0	4,080	0
Grounds General Maintenance & Upkeep	2,204	1,829	2,204	0
Recharge from GMO main contract	80,188	72,386	80,188	0
Tree works	10,584	9,609	10,584	0
Fire Insurance Buildings	48	0	48	0
Water Charges Metered	90	0	90	0
Recharge from AHOs	5,000	0	5,000	0
Car and Cycle Allowances	800	76	800	0
Clothing & Uniforms	500	425	500	0
Purchase of Equipment	450	438	450	0
Equip-Repairs/Maintenance	650	589	650	0
Other Equipment and Tools	550	445	550	0
Refreshments	745	395	745	0
Subsistence - Payroll	500	99	500	0
Specialist Supplies	445	320	445	0
First Aid & Staff Welfare	0	17	20	20
Projects	4,046	2,904	4,046	0
Other Hired & Contracting Services	7,110	4,765	7,110	0
Legal Services Support	0	703	703	703
Football	(1,509)	57	(3,700)	(2,191)
Rent Income	(15,000)	(15,000)	(15,000)	0
Catering Concessions Pitch & Putt	(1,800)	(2,966)	(3,000)	(1,200)
Government Grants - Specific	(2,204)	(2,204)	(2,204)	0
NCSL Deposit Recharge	0	6,071	6,241	6,241
Depot recharge to NCSL	0	6,241	(6,241)	(6,241)
Recharges	38,291	0	38,291	0
Total	277,611	186,868	274,117	(3,494)