

Report for Information

Report to	Mousehold Heath Conservators 11 December 2009	Item
Report of	Head of Finance	4
Subject	Quarterly Budget Report - Budget Monitoring Statement April – September 2009	

Purpose

The purpose of this report is to provide the Conservators with an up to date position on budget monitoring for the Mousehold Heath Conservators budget 2009/10.

Recommendations

It is recommended that the Conservators note the current budget monitoring position

Financial Consequences

This report states the current budgetary position for Mousehold Heath and as such there are no additional financial consequences to this report for 2009/10.

Strategic Objective/Service Priorities

The report helps to achieve the corporate objective to achieve strong financial management and stability, together with the service plan priority to improve Budget Preparation, Balancing and Monitoring to provide members (and officers) with relevant accurate and timely financial information to assist them in formulating policy and allocating resources, and to enable the Head of Finance to exercise the additional statutory responsibilities contained in the Local Government Act 2003, i.e. to advise on the robustness of estimates and adequacy of reserves, and to monitor performance against budget.

Contact Officers

Mark Smith (Financial Control Manager)

01603 212561

Background Documents

Working papers

Report

1. The Mousehold Heath Conservators have requested that budget reports be brought to the Conservators meetings on a regular basis. Budget monitoring is undertaken at the end of each month and Appendix A details the financial position for Mousehold Heath as at the end of Quarter 2, by comparison to the annual budget and expected out turn. Where appropriate, explanations for variances are contained in the notes at point 2 below.
2. The letters preceding the explanation below cross reference with the corresponding letter in the comments column of Appendix A
 - a. The salary spend to date is inflated by seasonal shift payments. The forecast outturn is for a near break-even.
 - b. The forecast outturn reflects an expectation that the budget will be fully utilised for grounds maintenance and cleaning contract payments.
 - c. Low actual spend on grounds maintenance dayworks does not fully reflect the programme of work which has been ordered but not yet paid for, or is planned but not yet ordered. The forecast outturn reflects only the projection of actual expenditure to date. Appendix B details the proposed, committed and actual expenditure at the end of November.
 - d. Low actual spend on treeworks does not fully reflect the programme of work which has been ordered but not yet paid for, or is planned but not yet ordered. The forecast outturn reflects only the projection of actual expenditure to date. Appendix C details the proposed, committed and actual expenditure at the end of November. (Details to be provided at the meeting).
 - e. Low actual spend, again, is not representative of costs incurred (or to be incurred) but not yet paid for. The forecast outturn reflects an expectation that the budget will be fully utilised.
 - f. Low actual spend on tenant repairs and projects does not fully reflect the programme of work which has been ordered but not yet paid for, or is planned but not yet ordered. The forecast outturn reflects only the projection of actual expenditure to date. Appendix D details the proposed, committed and actual expenditure at the end of November.
 - g. There is a projected overspend on materials and equipment as there has been no budget allocated in previous years. The practical management work now being undertaken on the site by the wardens has required expenditure on small tools, equipment and materials.
 - h. Low actual spend does not fully reflect the programme of work which has been ordered but not yet paid for, or is planned but not yet ordered. The forecast outturn reflects only the projection of actual expenditure to date.
 - i. Additional income received will offset unbudgeted spend at g and also provide additional contingency to support tree works budget for emergency

storm works.

- j. Support service costs, and other recharges, are under review and will be processed later in the financial year. The forecast outturn reflects an expectation that the budget will be fully utilised.
4. Future reports will refine the assumptions referred to above in the light of the developments in the work programme and other areas.