



## INFORMATION SHEET

### HIGH WYCOMBE TOWN COMMITTEE (HWTC)

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### BUDGETARY CONTROL REPORT OUTTURN 2013/14

Officer contact: Jake Bacchus Tel: 01494 421278 Email: jake.bacchus@wycombe.gov.uk

#### Introduction

The 2013/14 outturn position for HWTC is set out in Table 1.

£100k contribution for Wrights Meadow has been allocated from working balances but has been included as a budget in Table 1 for presentational purposes.

#### Special Expenses 2013/14

Explanations have been provided for variances over 10% or £1,000. Further explanation on any variance can be provided on request.

Budgets have now been split into controllable and non-controllable budgets. Forecasts for controllable budgets have been provided by services and a variance has been calculated against the controllable budget.

Non-controllable budgets relate to overhead costs and depreciation budgets. While these are monitored centrally, they cannot be controlled by individual budget holders and have been separated from the current analysis.

The net outturn position for 2013/14 is £378k, a variance of £78k against a working budget of £455k (including £100k contribution for Wrights Meadow). This is a movement of £60k since Q3.

#### Commentary on Significant Variances

##### Cemetery

There was a controllable expenditure underspend of £4.8k at year end. This was a movement from a forecast overspend of £7k since Q3. This movement has arisen from full year underspends in maintenance and utilities costs, totalling £10k. The £6k underspend from salaries was reported and budgets have been adjusted accordingly for 2014/15. The £12k overspend in the maintenance to grounds budget is a one-off and relates to resurfacing of the access road.

Income was £57k higher than budgeted arising from various income budget lines. Prices (and budgets) have been amended for 2014/15 to reflect the decision by the Committee to make interment fee income cost neutral.

##### Recreation Grounds

As with the cemetery, the YTD underspend arises from underspends on Maintenance to Grounds, Treeworks and General Maintenance. Some of this is from maintenance costs now being subsumed within the new grounds maintenance contract. These budgets have been amended in 2014/15 to reflect the new arrangements.

Football related income deficit worsened in the last quarter due to the bad weather and resulted in an adverse variance of nearly £5k. There is a risk that this budget may not be achieved in 2014/15.

### Allotments

The income variance of £4k arose from the final quarter of 2012/13 income being recognised in 2013/14 and is a one-off.

Expenditure was largely on budget, although salary savings of £19k offset an overspend of £18k caused by the Bassetsbury Lane contamination survey.

### Wrights Meadow Community Centre

£100k expenditure in this cost centre has been funded from working balances but included in Table 1 for presentational purposes. Expenditure came to £120k , £20k of which was funded from S106 receipts.

Section 106 funds earmarked for this project have not been received from the developer. A payment plan is in place, but in the event that any of this balance is not collected there is a risk that any shortfall will have to be funded from working balances.

### **Impact on Working Balances**

The impact of 2013/14 activities are given in the table below.

|                                       |           |                  |
|---------------------------------------|-----------|------------------|
| <b>Balance at 1st April 2013 (A)</b>  |           | <b>(496,628)</b> |
| Revenue Expenditure                   | 277,555   |                  |
| Wrights Meadow contribution           | 100,000   |                  |
| Precept 2013/14                       | (360,700) |                  |
| Council Tax Support 2013/14           | (62,100)  |                  |
| Reversal of capital charges           | (11,600)  |                  |
| Interest                              | (3,465)   |                  |
|                                       |           |                  |
| <b>Balance at 31st March 2014 (B)</b> |           | <b>(556,938)</b> |
|                                       |           |                  |
| <b>Movement in reserves (B - A)</b>   |           | <b>(60,310)</b>  |

Balances at the end of year 2013/14 have increased by £60,310 and have been added to Special Expenses earmarked reserves, bringing total reserves to £566,938.

Some prices have been reduced in 2014/15 to reduce the level of working balances and £105k working capital has been earmarked for 2014/15 for cemetery lodge works and concrete burial chambers. Council Tax support for 2014/15 has reduced by 14% (to £53,400) to reflect the grant reduction from Central Government.

Working balances are therefore expected to reduce to £487k by the end of 2014/15.

Table 1

**SPECIAL EXPENSES POSITION SUMMARY**

Brackets indicate income or a favourable variance

| Cabinet Portfolio            | Analysis               | Full Year Budget | Full Year Actual | Total Budget<br>Outturn Variance | Full Year Non-<br>Controllable<br>Variance | Full Year<br>Controllable<br>Variance | Controllable<br>Forecast Q3 | Difference on Q3<br>Controllable |
|------------------------------|------------------------|------------------|------------------|----------------------------------|--|---------------------------------------|-----------------------------|----------------------------------|
|                              | £'000                  | £'000            | £'000            | £'000                            | £'000                                      | £'000                                 | £'000                       | £'000                            |
| Footway Lighting             | Expenditure            | 6,500            | 3,679            | (2,821)                          | (22)                                       | (2,799)                               | 5,900                       | (2,799)                          |
|                              | Income                 | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | <b>Net Expenditure</b> | <b>6,500</b>     | <b>3,679</b>     | <b>(2,821)</b>                   | <b>(22)</b>                                | <b>(2,799)</b>                        | <b>5,900</b>                | <b>(2,799)</b>                   |
| Cemetery                     | Expenditure            | 269,100          | 262,503          | (6,597)                          | (1,774)                                    | (4,823)                               | 124,540                     | (12,063)                         |
|                              | Income                 | (143,300)        | (200,221)        | (56,921)                         | 0  | (56,921)                              | (168,266)                   | (31,955)                         |
|                              | <b>Net Expenditure</b> | <b>125,800</b>   | <b>62,282</b>    | <b>(63,518)</b>                  | <b>(1,774)</b>                             | <b>(61,744)</b>                       | <b>(43,726)</b>             | <b>(44,018)</b>                  |
| Rutland Trust                | Expenditure            | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | Income                 | (100)            | (29)             | 71                               | 0  | 71                                    | 0                           | (71)                             |
|                              | <b>Net Expenditure</b> | <b>(100)</b>     | <b>(29)</b>      | <b>71</b>                        | <b>0</b>                                   | <b>71</b>                             | <b>0</b>                    | <b>(71)</b>                      |
| Town Twinning                | Expenditure            | 3,000            | 3,000            | 0                                | 0  | 0                                     | 3,000                       | 0                                |
|                              | Income                 | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | <b>Net Expenditure</b> | <b>3,000</b>     | <b>3,000</b>     | <b>0</b>                         | <b>0</b>                                   | <b>0</b>                              | <b>3,000</b>                | <b>0</b>                         |
| Financial Assistance         | Expenditure            | 10,000           | 13,403           | 3,403                            | 0  | 3,403                                 | 10,000                      | 3,403                            |
|                              | Income                 | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | <b>Net Expenditure</b> | <b>10,000</b>    | <b>13,403</b>    | <b>3,403</b>                     | <b>0</b>                                   | <b>3,403</b>                          | <b>10,000</b>               | <b>3,403</b>                     |
| Recreation Grounds (Local)   | Expenditure            | 144,900          | 131,818          | (13,082)                         | (292)                                      | (12,790)                              | 30,994                      | (11,884)                         |
|                              | Income                 | (8,900)          | (4,109)          | 4,791                            | 0  | 4,791                                 | (6,000)                     | 1,891                            |
|                              | <b>Net Expenditure</b> | <b>136,000</b>   | <b>127,709</b>   | <b>(8,291)</b>                   | <b>(292)</b>                               | <b>(7,999)</b>                        | <b>24,994</b>               | <b>(9,993)</b>                   |
| Allotments                   | Expenditure            | 62,200           | 59,842           | (2,358)                          | (1,011)                                    | (1,347)                               | 37,677                      | (2,524)                          |
|                              | Income                 | (9,800)          | (13,773)         | (3,973)                          | 0  | (3,973)                               | (10,500)                    | (3,273)                          |
|                              | <b>Net Expenditure</b> | <b>52,400</b>    | <b>46,069</b>    | <b>(6,331)</b>                   | <b>(1,011)</b>                             | <b>(5,320)</b>                        | <b>27,177</b>               | <b>(5,797)</b>                   |
| War Memorial                 | Expenditure            | 1,700            | 1,275            | (425)                            | 0  | (425)                                 | 1,700                       | (425)                            |
|                              | Income                 | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | <b>Net Expenditure</b> | <b>1,700</b>     | <b>1,275</b>     | <b>(425)</b>                     | <b>0</b>                                   | <b>(425)</b>                          | <b>1,700</b>                | <b>(425)</b>                     |
| Wrights Meadow Centre        | Expenditure            | 100,000          | 119,681          | 19,681                           | 0  | 19,681                                | 100,000                     | 19,681                           |
|                              | Income                 | 0                | (19,681)         | (19,681)                         | 0  | (19,681)                              | 0                           | (19,681)                         |
|                              | <b>Net Expenditure</b> | <b>100,000</b>   | <b>100,000</b>   | <b>0</b>                         | <b>0</b>                                   | <b>0</b>                              | <b>100,000</b>              | <b>0</b>                         |
| Hilltop Community Centre     | Expenditure            | 12,000           | 12,000           | 0                                | 0  | 0                                     | 12,000                      | 0                                |
|                              | Income                 | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | <b>Net Expenditure</b> | <b>12,000</b>    | <b>12,000</b>    | <b>0</b>                         | <b>0</b>                                   | <b>0</b>                              | <b>12,000</b>               | <b>0</b>                         |
| Castlefield Community Centre | Expenditure            | 8,000            | 8,167            | 167                              | 0  | 167                                   | 8,000                       | 167                              |
|                              | Income                 | 0                | 0                | 0                                | 0  | 0                                     | 0                           | 0                                |
|                              | <b>Net Expenditure</b> | <b>8,000</b>     | <b>8,167</b>     | <b>167</b>                       | <b>0</b>                                   | <b>167</b>                            | <b>8,000</b>                | <b>167</b>                       |
| TOTAL                        | Expenditure            | 617,400          | 615,368          | (2,032)                          | (3,099)                                    | 1,066                                 | 333,811                     | (6,445)                          |
|                              | Income                 | (162,100)        | (237,813)        | (75,713)                         | 0  | (75,713)                              | (184,766)                   | (53,088)                         |
|                              | <b>Net Expenditure</b> | <b>455,300</b>   | <b>377,555</b>   | <b>(77,745)</b>                  | <b>(3,099)</b>                             | <b>(74,646)</b>                       | <b>149,045</b>              | <b>(59,533)</b>                  |