

**Central Durham Crematorium Joint  
Committee**



**27 January 2010**

**Financial Monitoring Report – Position at  
31/12/09, with Projected Outturn at 31/03/10**



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**Joint Report of Terry Collins – Corporate Director: Neighbourhood  
Services; Stuart Crowe – Corporate Director: Resources**

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**1. Purpose of the Report**

- 1.1 The purpose of this report is to set out details of income and expenditure in the period 1 April to 31 December 2009, with a projection of the anticipated outturn to 31 March 2010, highlighting areas of over / underspend against the revenue budgets at a service expenditure analysis level.
- 1.2 The report also sets out details of the funds and reserves of the Joint Committee at 1 April 2009 and estimated position at 31 March 2010, taking into account the forecast financial outturn.

**2. Background**

- 2.1 Scrutinising the financial performance of the Central Durham Crematorium is a key role of the Joint Committee. Regular (quarterly) budgetary control reports are prepared by the Treasurer and aim to present, in a user friendly format, the financial performance in the year to date together with a forward projection to the year end. Routine reporting and consideration of financial performance is a key component of the Governance Arrangements of the Central Durham Crematorium.

**3. Financial Performance**

- 3.1 Budgetary control reports, incorporating outturn projections, are considered by Neighbourhood Services' Management Team on a monthly basis. The County Councils Corporate Management Team also considers monthly budgetary control reports, with quarterly reports being considered by Cabinet / Overview and Scrutiny Committee. The year to date and outturn projections for the Central Durham Crematorium are included within these reports.
- 3.2 The projections contained with this report have been calculated using income and expenditure for the year to date, consideration of expenditure patterns in previous years and information supplied by the Superintendent & Registrar. The following table highlights the year to date actual and projected outturn financial performance:

<b>Subjective Analysis</b>	<b>Original Base Budget 2009/10 £</b>	<b>Year to Date Actual (Apr- Dec) £</b>	<b>Probable Outturn 2009/10 £</b>	<b>Variance Over/ (Under) £</b>
Employees	242,000	151,617	211,010	(30,990)
Premises	177,683	107,181	180,984	3,301
Transport	1,500	303	1,000	(500)
Supplies & Services	52,584	19,984	51,192	(1,392)
Agency & Contracted	33,733	12,654	33,733	0
Transfer Payments	0	0	0	0
Capital Charges	0	0	0	0
Central Support Costs	32,000	24,600	32,000	0
<b>Gross Expenditure</b>	<b>539,500</b>	<b>316,339</b>	<b>509,919</b>	<b>(29,581)</b>
<b>Income</b>	<b>(995,750)</b>	<b>(735,519)</b>	<b>(997,851)</b>	<b>(2,101)</b>
<b>Net Income</b>	<b>(456,250)</b>	<b>(419,180)</b>	<b>(487,932)</b>	<b>(31,682)</b>
<b>Transfer to Reserves</b>				
- Masterplan Memorial Garden	5,000	0	5,000	0
- Major Capital Works	130,000	0	161,682	31,682
- Small Plant	5,000	0	5,000	0
- Central Heating Renewal Fund	10,000	0	10,000	0
<b>Distributable Surplus</b>	<b>(306,250)</b>	<b>0</b>	<b>(306,250)</b>	<b>0</b>
<b>80% Durham County Council</b>	<b>245,000</b>	<b>0</b>	<b>245,000</b>	<b>0</b>
<b>20% Spennymoor Town Council</b>	<b>61,250</b>	<b>0</b>	<b>61,250</b>	<b>0</b>
<b>Central Durham Crematorium Earmarked Reserves</b>	<b>Balance @ 1 April 2009 £</b>	<b>Transfers to Reserve £</b>	<b>Transfers From Reserve £</b>	<b>Balance @ 31 March 2010 £</b>
Masterplan Memorial Garden	(13,875)	(5,000)	0	(18,875)
Major Capital Works	(421,111)	(161,682)	0	(582,793)
Small Plant	(13,002)	(5,000)	0	(18,002)
Central Heating Renewal Fund	(13,000)	(10,000)	0	(23,000)
<b>Total</b>	<b>(460,988)</b>	<b>(181,682)</b>	<b>0</b>	<b>(642,670)</b>

#### 4. Explanation of Significant Variances Between Original Budget and Forecast Outturn

The following section outlines the reasons for significant variances by subjective analysis area.

- 4.1 Employees  
The probable outturn is projecting a £30,990 saving based on current staffing levels. The base budget assumed a 1.50% pay award, however, the outturn projections factor in the agreed 1% pay award.
- 4.2 Premises  
This is mainly due to a predicted overspend on electricity due to charges being higher than anticipated.
- 4.3 Transport  
This is a predicted underspend on car allowances as the Medical Referees are not claiming their allowances.
- 4.4 Supplies and Services  
This is mainly due to an anticipated underspend on computer maintenance.
- 4.5 Income  
The projected additional income of £2,101 is due to a number of factors.

Medical Reference fees (net of expenditure) are anticipated to result in an additional £4,083. Masterplan sales are projecting an unachievable income of £5,144, however due to a reduction in expenditure, the net effect results in an additional £2,494. Miscellaneous income is projected to achieve an additional £10,806.

These additional income streams offset unachievable income in relation to interest on investments (due to a reduction in interest rates, over the level budgeted) and reduced income from the sale of seats.

- 4.6 Earmarked Reserves  
At this stage, and in line with the previous report, it has been assumed that the anticipated additional surplus will be retained within the CDCJC. Members of the committee will need to consider options at the year end.

## 5. Recommendations and reasons

It is recommended that:-

- (a) Members note the April to December 2009 Revenue spend financial monitoring report and associated forecasts in terms of the outturn position 2009/10; and
- (b) Quarterly reports continue to be submitted to Members for consideration, in line with the Forward Plan.

### Background Papers:

None.

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**Contact:** Paul Darby, Head of Finance, HR & Business Support      **Tel:** 0191 383 6594

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## **Appendix 1: Implications**

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### **Finance**

Full details of the year to date and projected outturn financial performance of the Durham Crematorium are included within the body of the report.

### **Staffing**

There are no staffing implications associated with this report.

### **Equality and Diversity**

There are no Equality and Diversity implications associated with this report.

### **Accommodation**

There are no Accommodation implications associated with this report.

### **Crime and Disorder**

There are no Crime and Disorder implications associated with this report.

### **Sustainability**

There are no Sustainability implications associated with this report.

### **Human Rights**

There are no Human Rights implications associated with this report.

### **Localities and Rurality**

There are no Localities and Rurality implications associated with this report.

### **Young People**

There are no Young People implications associated with this report.

### **Consultation**

Officers of Spennymoor Town Council were consulted on the contents of this report.

### **Health**

There are no Health implications associated with this report.