

BUDGET MONITORING PERIOD 10

MEETING: CHESTERFIELD AND DISTRICT JOINT
CREMATORIUM COMMITTEE

DATE: 27th March 2023

REPORT BY: BEREAVEMENT SERVICES MANAGER
CLERK & TREASURER

FOR PUBLICATION:

BACKGROUND PAPERS FOR PUBLIC REPORTS:

TITLE: Budget Monitoring Report Period 10

LOCATION: Accountancy Section

1.0 PURPOSE OF REPORT

1.1 To report the budget monitoring position as at the end of January 2023.

2.0 RECOMMENDATIONS

2.1 That the report be noted.

3.0 PERIOD 10 BUDGET MONITORING

3.1 The original budget was approved on the 13th December 2021 and revised at the 19th December 2022 meeting.

There is currently a favourable profiled variance of £127,263. Details of the variances from budgets are shown below:

- **Employee costs** are overspent by £7,271 as follows:
 - Normal staffing budgets are overspent by £7,636 due to additional overtime having to be worked due to the excess number of deaths and cover for sickness and training

- Minor items - £365 underspend
- **Premises costs** are underspent by £59,247 due to:
 - Service improvement plan is underspent by £31,925 (i.e. improvements/repairs to the pond area & entrance etc). It is unlikely that the major projects will be commenced this financial year. An update will be provided at year-end but carry forwards may be necessary
 - General routine repairs – underspend £15,732
 - Cremator repairs - underspend £6,862 due to the fact that so far this year it has not been necessary to carry out any major repairs outside the routine maintenance contract.
 - General grounds maintenance – overspend of £1,424
 - Trees & shrubs – underspend £2,047
 - Utilities – underspend of £3,872 mainly on electricity due a significant refund of £3k relating to the solar panel smart export guarantee. Up to the end January the electricity had only been invoiced up to the end of June 2022. However, in February £15.5k of invoices were paid to bring invoicing up to date and leave the budget in a similar position
 - Minor miscellaneous items – underspend £233.
- **Transport** costs are underspent by £1,550, mainly on fuel for machinery and mileage payments.
- **Supplies & Services** underspent by £12,065 as follows:
 - Medical Referee Fees – underspent by £578
 - There has been an underspend of £4,685 on the purchasing of memorials
 - General Supplies & Services – underspend of £6,802, part of which is to fund a climate change project.
- **Contracted Services** are underspent by £119.
- **Income** is higher than expected by £61,553 due to:
 - Cremation fees (inc. Medical Referees & Mercury Abatement) – over profile by £57,897 due to a higher number of cremations
 - CAMEO - £647 more received than budgeted for.
 - All Memorial Income – £3,804 more than budgeted.
 - Other Income – under profile by £795.

3.2 In conclusion at this stage it is anticipated that the outturn for the year will be in line with the revised budget forecast.

3.3 There are three outstanding capital schemes included in the 2022/23 budget (chapel air conditioning, crematory ventilation and car parking lighting & CCTV). Presently all three schemes are being prepared for tender therefore it is likely that these schemes will not now commence until next financial year.

4.0 Other Matters

4.1 Since the last Joint Board meeting the triennial actuarial valuation of the Crematorium pension scheme dated 31/03/2022 has been received. Overall, since the last valuation in 2019 the scheme has moved from a fund deficit of £163m to a small surplus of £3m. In order to try and maintain this fully funded position until the next valuation the ongoing employer contribution rate for future benefit accrual is to increase from 18.8% to 20.7% from 1st April 2023. However, the past service contribution (benefits already accrued) is to reduce from £29k/annum to £24k. The overall effect of these changes is to add approximately £1k/annum to the staffing budgets approved by the Joint Board in December.

5.0 RECOMMENDATIONS

5.1 That the report be noted.

6.0 REASONS FOR THE RECOMMENDATIONS

6.1 To keep the Joint Committee informed about the financial performance of the Crematorium.

Decision information

Key decision number	
Wards affected	All
Links to Council Plan priorities	To provide value for money services

Document information

Report author	Contact number/email
David Corker	01246 936279 david.corker@chesterfield.gov.uk
Background documents	

These are unpublished works which have been relied on to a material extent when the report was prepared.

This must be made available to the public for up to 4 years.

Annexes to the report

Form to return to Democratic Services with report (will be removed before publication)

Officers/members consulted on the report	
Chief Executive (WBR)	<input type="checkbox"/>
Monitoring officer	<input type="checkbox"/>
Chief finance officer	<input type="checkbox"/>
Policy manager	<input type="checkbox"/>
Human resources manager	<input type="checkbox"/>
Cabinet member portfolio holder (and consultee cabinet member if applicable)	<input type="checkbox"/>
Comments from Cabinet Member (if applicable)	