

BUDGET MONITORING PERIOD 5

MEETING: CHESTERFIELD AND DISTRICT JOINT
CREMATORIUM COMMITTEE

DATE: 18th September 2023

REPORT BY: BEREAVEMENT SERVICES MANAGER
CLERK & TREASURER

FOR PUBLICATION:

BACKGROUND PAPERS FOR PUBLIC REPORTS:

TITLE: Budget Monitoring Report Period 5

LOCATION: Accountancy Section

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDATIONS

2.1 That the report be noted.

3.0 PERIOD 5 BUDGET MONITORING

3.1 The original 2023/24 budget was approved on the 19th December 2022. Carry forward requests of £36,795 were approved at the 5th June meeting but are not included in these amounts.

3.2 As at August 2023 (period 5) there is a favourable profiled variance of £22,505. Details of the variances from the profiled budgets are shown below:

- **Employee costs** are under profile by £8,533, the significant variances are:
 - Normal staffing budgets are underspent by £6,546 mainly due to the budgeted pay award not being finalised and paid yet.
 - Overtime is currently underspent by £1,792.

- **Premises costs** are under profile by £43,794, the significant variances are:
 - Service improvement plan is underspent by £9,021 mainly due to improvement works to the roof not yet commencing.
 - General routine repairs – underspend £3,703.
 - Cremator repairs – there is an overall underspend of £3,929. However, there is an overspend of £862 on the maintenance contract caused by additional inflationary increases which has been offset by a £4,791 underspend on other maintenance costs outside the contract.
 - Trees & shrubs – underspend £1,397.
 - Utilities – this area is showing an underspend of £26,293, however £24,160 of this is in relation to electricity. The supplier is currently experiencing invoicing issues, and it is expected that this variance will be corrected once the supplier resolves this. There are two other significant variances, gas is currently £22,350 underspent compared to the original budget which was set when the energy markets were unstable. Secondly the business rates are £21,387 overspent caused by a revaluation of the Crematorium. It should be noted that this cost also includes £13,423 of transitional relief that will reduce over the forthcoming years.

- **Transport** costs are under profile by £1,015, mainly on car allowances and fuel for machinery.

- **Supplies & Services** costs are over profile by £8,772, the significant variances are:
 - £5,556 has been spent on replacement equipment following the break in. An insurance claim has been submitted to the insurers and these costs may therefore be recoverable.
 - General Supplies & Services – overspend of £1,910.

- **Income** is under profile by £22,110, this consists of:
 - Cremation fees (inc. Medical Referees & Mercury Abatement) – under profile by £22,767 due to less cremations being carried out than profiled.
 - All Memorial Income – under profile by £1,206.

- Other Income – over profile by £1,863.

3.3 In conclusion at this stage although the current position looks favourable there are still a significant number of repairs/improvements to undertake which could be subject to inflationary pressures. In addition, year-to-date electricity costs are still to be received.

3.4 There are two capital improvement schemes originally budgeted for this year, to replace the gutters, soffits & fascias, and improvements to the garage area. There are also three projects carried forward from last year namely air conditioning in the chapel, improved ventilation in the crematory and enhanced lighting & CCTV in the car parks. The work to the garage area has commenced with the installation of new garage doors and installation of the air conditioning is currently scheduled to take place during September.

4.0 RECOMMENDATIONS

4.1 That the report be noted.

5.0 REASONS FOR THE RECOMMENDATIONS

5.1 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
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Background documents These are unpublished works which have been relied on to a material extent when the report was prepared.	

<i>This must be made available to the public for up to 4 years.</i>	
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)	