

PARISH
OF
ST. HELIER

Budget
for the year ending
30th April 2021

Report from the Chief Executive

The proposed budget for 2020/21 reflects a prudent but realistic outlook for the year. It recognises the financial impact of the Covid-19 pandemic where this can be reasonably assessed and quantified and makes provision for a potential further financial impact of the pandemic.

The budget enables the Parish to progress our commitment to reduce carbon emissions, with funding earmarked to begin the move to electric vehicles within our fleet and to convert one of our main buildings from heating oil to electric.

The 2020/21 budget includes funding to resurface six Parish roads, representing an area of nearly 3,000m² as well as complete work three roads originally included in the 2019/20 programme, that were delayed due to the pandemic. In addition, the budget provides for maintenance work at the Parish Depot, to complete work on the roof of the building, and continued general maintenance across the Parish's estate.

The proposed budget shows modest increases in operational costs, reflecting investment in our services and inflationary increases in spend, offset by on-going savings in staff, supplies and services expenditure.

The proposed budget reflects a 2020/21 deficit, broadly equivalent to the potential financial impact of the pandemic. This deficit is considered to be non-recurrent and it is proposed that the Parish rate is held at 1.15p and that the deficit is met from the Rates Reserve. This proposal leaves the Rates Reserve at £1.8m, which is within the target range of £2m +/- 10%.

Jason Turner

Chief Executive Officer

Report from the Director of Resources

I am delighted to present my report on the budget for year ended 30 April 2021.

Budget for the year ended 30 April 2021

The budget for the financial year reflects the current climate of operating in a year which starts in the midst of a global pandemic. The Parish has seen some significant income streams affected during the first two months of the budget with Roads income in particular taking a large impact with for example the decision to not charge for parking until 1 July, reducing our income streams in terms of pay card, Residents Parking Zone and fines.

The enforced closure of Westmount Day Nursery until late June has also had an effect. The impact on revenue streams of Covid-19 reflected within the budget is in the region of £350k of non-rates income

With regards to expenditure, we are planning for an increase in roads and building maintenance expenditure to reflect our ongoing commitment to ensuring that these are kept in good condition.

This coming year will see some electric vehicles added to our fleet and also the replacement of an oil fuelled heating system in one of our properties with an electric system. These re-emphasise our ongoing commitment to the Carbon Neutral policy outlined in the strategy plan.

The coming year will see a further reduction in our cash position as the development at St Ewolds moves into the next phases, with completion now expected during 2021-22.

The proposed deficit budget includes a provision for unknown effects of Covid-19 as we feel it is prudent to include such a provision.

The net deficit of this budget will reduce the rates reserve to approx. £1.8m which is within the Parish's agreed policy.

The budget has been reviewed and scrutinised by the Accounts Committee and they support the recommendation of the Connetable and Procureurs du Bien Public in terms of both the budget and the proposed parochial rate of 1.15p per quarter.

Neil Macdonald

Director of Resources

BUDGET 2020-21

PARISH OF ST. HELIER

GROSS INCOME AND EXPENDITURE ACCOUNT SUMMARY FOR THE YEAR ENDED 30 APRIL 2021

	Note	Budget 2020-21	Actual 2019-20	Budget 2019-20
		£	£	£
INCOME				
Rates				
Rate Arrears Received		30,000	45,467	25,000
Fee Income : Homes	1	3,088,091	3,101,779	3,104,466
Fee Income : Nurseries	2	429,816	404,535	393,265
Roads Income		1,960,262	2,168,114	2,236,997
Dog Licences		16,414	8,570	9,840
Bank Interest		56,928	116,347	60,000
Rental Income		420,204	434,723	433,428
Technical and Manual Services Fees		312,473	315,814	321,290
Recycling Income		7,954	3,754	29,226
Fees, Commissions and Court Costs		164,433	154,241	154,572
		<u>6,486,575</u>	<u>6,753,344</u>	<u>6,768,084</u>
EXPENDITURE				
Staff Costs	3	9,704,528	9,523,473	9,529,262
Roads Expenditure		1,109,559	741,031	1,469,980
Operational Expenditure	4	2,862,122	2,748,990	2,928,305
(Gain) on sale of motor vehicles / Plant & equipment		(26,865)	(27,455)	(20,000)
Dep'n : Plant and Equipment		106,003	95,298	85,858
Dep'n : Computer and Office Equipment		94,625	73,421	125,579
Dep'n : Motor Vehicles		266,948	222,948	306,012
		<u>14,116,920</u>	<u>13,377,706</u>	<u>14,424,996</u>
(Deficit) for the year		<u>(7,630,345)</u>	<u>(6,624,362)</u>	<u>(7,656,912)</u>

BUDGET 2020-21

PARISH OF ST. HELIER

RECONCILIATION TO RATES RESERVE FOR THE YEAR ENDED 30 APRIL 2021

Note	Budget 2020-21 £	Actual 2019-20 £	Budget 2019-20 £
DEFICIT FROM INCOME AND EXPENDITURE ACCOUNT	(7,630,345)	(6,624,362)	(7,656,912)
Adjustments:			
Provision for non payment of rates	(100,000)	-	(100,000)
Tifs to reserves : Gen. Bldg	(356,800)	(356,800)	(356,800)
Transfer to vehicle reserve	(450,000)	(450,000)	(450,000)
Dep'n chges : vehicles	400,018	303,806	420,140
Capitalised : Plant and Equip.	(16,000)	(262,519)	(65,000)
Dep'n chges : Plant and Equip	107,466	96,758	89,068
Capitalised : computer equip.	(70,000)	(104,799)	(150,000)
Dep'n chges : computers	94,625	73,421	125,576
Plant & Equipment funded from Building Reserve	-	158,273	-
Hire purchase interest	43,383	30,103	44,635
Provision ofr unknown Covid -19 impact	(200,000)	-	-
	(547,308)	(511,757)	(442,381)
Deficit for the year before Parish Rates	(8,177,653)	(7,136,119)	(8,099,293)

PARISH OF ST. HELIER

ROADS ACCOUNT
FOR THE YEAR ENDED 30 APRIL 2021

	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
	<u>2020-21</u>	<u>2019-20</u>	<u>2019-20</u>
	£	£	£
RECEIPTS			
Licence Receipts			
Driving Licences	243,179	212,236	232,064
Firearm Certificates	1,294	1,360	1,956
	<u>244,473</u>	<u>213,596</u>	<u>234,020</u>
Fines			
Residents Parking Zone Receipts (RPZ)	401,139	425,240	547,332
States Paycards	170,359	199,858	201,183
Works Charged	466,583	550,261	536,028
Choses Publiques	175,419	162,579	94,477
Contract Income	144,342	162,340	168,727
Towing	357,399	453,440	454,400
	548	800	830
TOTAL RECEIPTS	<u>1,960,262</u>	<u>2,168,114</u>	<u>2,236,997</u>
EXPENDITURE			
Fines			
Street Lighting	219,087	228,685	255,733
Contractors, Maintenance and Materials	100,985	97,144	111,959
Fuel for Vehicles	609,750	296,252	918,996
Depreciation - Motor Vehicles	35,963	33,779	65,000
Depreciation - Plant and Equipment	133,070	80,858	114,128
Administrative Expenses	1,464	1,460	3,210
	9,240	2,853	954
	<u>1,109,559</u>	<u>741,031</u>	<u>1,469,980</u>
Staff Costs - Roads, Street Cleaners and Community Support workers	1,206,269	1,166,448	1,348,884
TOTAL EXPENDITURE	<u>2,315,828</u>	<u>1,907,479</u>	<u>2,818,864</u>
NET (EXPENDITURE) / SURPLUS	<u>(£355,566)</u>	<u>£260,635</u>	<u>(£581,867)</u>

PARISH OF ST. HELIER

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2021

PARISH CARE HOMES - INCOME & EXPENDITURE - REFERENCE ONLY

1. PARISH CARE HOMES

	<u>Budget</u> <u>2020-21</u> £	<u>Actual</u> <u>2019-20</u> £	<u>Budget</u> <u>2019-20</u>
INCOME			
Maintenance Receipts	3,088,091	3,101,779	3,104,466
Total Income	<u>3,088,091</u>	<u>3,101,779</u>	<u>3,104,466</u>
EXPENDITURE			
Wages, Salaries and Employer Soc Sec	2,349,769	2,414,802	2,097,310
Employer Pensions	292,186	267,364	271,443
Total Wages & Salaries	<u>2,641,955</u>	<u>2,682,166</u>	<u>2,368,753</u>
Light, Heat and Water	93,982	94,668	95,842
Telephone Expenses	22,387	20,293	19,170
Cleaning and Laundry	73,718	73,053	65,649
Repairs and Maintenance	83,990	67,486	67,794
Insurance	12,561	12,230	12,230
Therapy, Medical Expenses	23,917	24,130	17,235
Other Expenses	22,528	23,784	9,819
Advertising, Stationery and Printing	3,123	3,029	1,573
Parish Rates	9,489	9,240	9,597
Groceries	120,476	121,799	119,513
Depreciation	39,876	33,565	32,460
Bad debts	-	3,333	-
	<u>506,047</u>	<u>486,610</u>	<u>450,882</u>
Surplus for the year	<u>(59,911)</u>	<u>(66,997)</u>	<u>284,831</u>

A transfer to the building reserve of £105,200 (2019-20: £105,200) is to be made out of the above result.

PARISH OF ST. HELIER

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2021

PARISH NURSERIES - INCOME & EXPENDITURE - REFERENCE ONLY

2. PARISH NURSERIES

	<u>Budget</u> <u>2020-21</u>	<u>Actual</u> <u>2019-20</u>	<u>Budget</u> <u>2019-20</u>
	£	£	£
INCOME			
Nursery Contracts Receipts	409,058	383,559	372,765
Lunch Receipts	20,758	20,976	20,500
Total Receipts	<u>429,816</u>	<u>404,535</u>	<u>393,265</u>
EXPENDITURE			
Wages, Salaries and Employer Soc Sec	338,917	311,797	317,627
Employer Pensions	45,340	38,874	45,340
Total wages	<u>384,257</u>	<u>350,671</u>	<u>362,967</u>
Repairs and Maintenance	29,200	31,207	26,020
Light, Heat and Water	3,631	5,177	4,326
Telephone Expenses	5,365	4,502	5,832
Insurance	586	571	571
Cleaning and Cleaning Materials	9,085	10,942	11,170
Other expenses	1,638	1,235	4,212
Parish Rates	1,405	1,368	1,422
Groceries	22,894	20,458	26,847
	<u>73,804</u>	<u>75,460</u>	<u>80,400</u>
(Deficit) / Surplus for the year	<u>(28,245)</u>	<u>(21,596)</u>	<u>(50,102)</u>

A transfer to the building reserve of £11,300 (2019-20: £11,300) is to be made out of the above result.

PARISH OF ST. HELIER

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2021

3. STAFF COSTS

	<u>Budget</u> <u>2020-21</u> £	<u>Actual</u> <u>2019-20</u> £	<u>Budget</u> <u>2019-20</u> £
Gross Pay	7,704,043	7,651,178	7,604,842
Contributions To Social Security	500,624	483,232	492,189
Normal Contribution To Pension Scheme	1,568,881	1,456,349	1,492,981
Redundancy Provision	-	-	-
Gross Staff Costs	9,773,548	9,590,759	9,590,012
Less: Personal Sickness Benefit	69,020	67,286	60,750
	£9,704,528	£9,523,473	£9,529,262
<u>Analysis By Department</u> (including Sickness Benefit and redundancy provision)			
	£	£	£
Community Services	102,353	98,293	117,472
Roads, Street Cleaners and Community Support workers	1,206,269	1,166,448	1,348,884
Public Conveniences	52,966	54,975	60,162
Public Services	2,915,408	2,915,104	2,937,492
Technical and Manual Services	427,930	395,678	393,420
Administration and Customer Services*	1,738,843	1,637,854	1,695,438
Registrar	117,083	110,731	109,924
Caretaker, Messenger and Cleaners	117,464	111,553	134,750
	6,678,316	6,490,636	6,797,542
Parish Homes	2,641,955	2,682,166	2,368,753
Parish Day Nurseries	384,257	350,671	362,967
	£9,704,528	£9,523,473	£9,529,262

* includes a special contribution of £473,786 towards the PECRS pension deficit.

PARISH OF ST. HELIERNOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 20214. OPERATIONAL EXPENDITURE

	<u>Budget</u> <u>2020-21</u> £	<u>Actual</u> <u>2019-20</u> £	<u>Budget</u> <u>2019-20</u> £
Groceries	143,370	142,257	146,359
Therapy, Medical Expenses	41,925	30,310	25,009
Total Direct Expenses	<u>185,295</u>	<u>172,567</u>	<u>171,368</u>
Utilities and Fuel	400,010	394,621	392,018
Equipment and Maintenance	612,568	569,888	743,267
Parish Rates	22,035	21,456	25,704
Insurance	258,835	248,730	240,338
Cleaning and Laundry	131,479	138,521	119,328
Recycling	21,761	24,942	15,377
Parks and Gardens	87,880	86,101	66,663
Total Occupancy Costs	<u>1,534,568</u>	<u>1,484,259</u>	<u>1,602,695</u>
Information Technology	<u>290,507</u>	<u>256,709</u>	<u>232,487</u>
West Park Marine Lake Trust	20,000	20,000	20,000
Twinning Committees	10,000	10,000	10,000
St Helier Battle of Flowers	7,000	7,000	7,000
St Helier Youth and Community Trust	126,000	126,000	126,000
Charitable and Community Donations	40,000	40,000	40,000
Parish Events and Hospitality	95,340	114,758	136,853
Honorary Police and Roads Inspectors	58,349	65,609	63,348
Total Charity & Community Costs	<u>356,689</u>	<u>383,367</u>	<u>403,201</u>
Legal and Professional	140,170	139,718	90,370
External Audit and Accountancy	29,297	28,675	29,120
Notices and Advertising	14,151	12,666	20,983
Stationery, Printing and Consumables	54,453	54,664	69,497
Postages, Mail Box and Business Reply	51,376	50,532	69,520
Travelling Expenses	6,053	4,721	6,640
Staff Training and subscriptions	84,147	54,629	117,473
Books, Publications and Photography	501	480	705
Contribution To The Comite des Connetables	9,207	8,965	9,000
Election Expenses	-	-	-
Bank and Transaction Charges	98,920	84,573	102,235
Miscellaneous expenses	6,788	9,132	3,011
Bad debt provision	-	3,333	-
Total Administrative Expenses	<u>495,063</u>	<u>452,088</u>	<u>518,554</u>
Total Operational Expenditure	<u>£2,862,122</u>	<u>£2,748,990</u>	<u>£2,928,305</u>

PARISH OF ST. HELIER
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2021

5. BUILDING RESERVES

	Building reserve £
Balance 01 May 2020	5,350,711
Transfers from General Reserve	356,800
Expenditure funded by Building Reserves	(3,392,875)
	2,314,636
	2,314,636

Breakdown of Estimate Expenditure

Investment property - property and safety improvements	56,300
Depot - property and safety improvements	70,700
Nelson Street - Air conditioning replacement and property improvements	36,700
Town Hall - property and safety improvements	38,375
Public conveniences - property improvements	10,800
St Ewolds - property and safety improvements	20,000
Westmount Day Nursery - property and safety improvements	60,000
Conversion of oil boiler to electric - property to be determined	100,000
St Ewolds - redevelopment (total project cost £8,300,000)	3,000,000
	3,392,875

PARISH OF ST. HELIER

FOR THE YEAR ENDED 30 APRIL 2021

6. RATES INCOME REQUIRED TO MEET ESTIMATED EXPENDITURE

The Parish rate is required to cover the Parish expenditure estimate of £8,177,653

In addition to the Parish Rate there is the Island-Wide Rate which is payable to the Government of Jersey as the Parishes' contribution to the Income Support cost of Jersey.

The annual increase in the Island-wide rate is limited to a maximum of the increase in the cost of living, and is set by the States on the recommendation of the Comité des Connetables.

	<u>Budget</u> <u>2020-21</u>	<u>Actual</u> <u>2019-20</u>	<u>Budget</u> <u>2019-20</u>
<u>Pence-Per-Quarter-Rate To Meet Estimated Expenditure</u>			
<u>Parish Rate Required</u>			
Estimated expenditure requirement of	£8,177,653	£7,136,119	£8,099,293
Quarters available 2020-21	678,727,331		(2019-20 677,583,035)
The Connétable recommends a Parish rate of	1.15	pence per quarter	
which would generate income from the Parish rate of	£7,805,364	£7,741,828	£7,382,928
and result in an estimated overall (deficit) / surplus for the year of	<u>(£372,289)</u>	<u>£605,709</u>	<u>(£716,365)</u>
add: Balance brought forward	£2,172,294	£1,566,585	£1,566,585
	<u><u>£1,800,005</u></u>	<u><u>£2,172,294</u></u>	<u><u>£850,220</u></u>

The available 2019-20 rate income of **£7,741,828** above is shown net of adjustments, arrears and surcharges.

Summary 2020-21

<u>Total Rate Per Quarter</u>	Parish rate	Island wide rate	Total rate	Total rate increase
Domestic	1.15p	0.74p	1.89p	0.0%
Non-Domestic	1.15p	1.05p	2.20p	0.0%

Summary 2019/20

<u>Total Rate Per Quarter</u>	Parish rate	Island wide rate	Total rate	Total rate increase
Domestic	1.15p	0.74p	1.89p	0.5%
Non-Domestic	1.15p	1.05p	2.20p	0.0%