

PARISH
OF
ST. HELIER

Budget
for the year ending
30th April 2022

Report from the Chief Executive Officer

The proposed budget for 2021/22 reflects a prudent but realistic outlook for 2021/22. Our measured approach to managing reserves has stood us in good stead during the pandemic, and the proposed budget retains our reserves well within their target range.

As well as funding all our normal operational and maintenance work, the proposed budget allows the Parish to continue to make progress against its strategic objectives, with specific provision made for two significant developments during 2021/22:

- Climate Change Emergency: funding has been allocated to continue the Parish's response to the climate change emergency, enabling the purchase of further electric vehicles as well as the continued transition away from fossil fuels for heating and cooking; and
- Recycling: funding has been allocated to commence kerbside collection of glass from households across the Parish from late 2021/early 2022.

The proposed 2021/22 deficit budget would be funded from existing reserves, and reflects one-off impacts relating to a temporary reduction in occupancy levels at St Ewold's Residential Home and a contingency for any further financial impact of the pandemic. The underlying recurrent position reflects a broadly balanced position, based on the Parish Rate staying at 1.15p and the Rates Reserve at its target level 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 2022.

Budget for the year ended 30 April 2022

The budget for the financial year reflects the current climate of the expectation that we will start to operate in a post-pandemic period. We anticipate several of our income streams to show an upward trend with pay card, Residents Parking and fines being budgeted for twelve months rather than the restricted period in 2020-21. The announcement that the Government of Jersey will be increasing both the number of 'funded nursery hours' and the rate applied to them from September 2021 is very positive and is reflected in the budgeted performance for Westmount Day Nursery. We are also budgeting for an increased average occupancy at St Ewolds.

With regards to expenditure, we are planning changes to the staffing model at both Westmount Day Nursery and St Ewolds with plans to increase the management and supervisory capacity to ensure continuation of service delivery.

In addition, we are also planning to increase the number of roads maintenance and improvement projects which in conjunction with our ongoing building programme will ensure that our infrastructure is kept in good condition.

This coming year will see further electric vehicles join our fleet as well as a significant number of building projects which re-emphasise our ongoing commitment to the Carbon Neutral policy outlined in the strategy plan.

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. £2m 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 2021-22

PARISH OF ST. HELIER

GROSS INCOME AND EXPENDITURE ACCOUNT SUMMARY FOR THE YEAR ENDED 30 APRIL 2022

	Note	£	<u>Budget</u> <u>2021-22</u>	£	<u>Actual</u> <u>2020-21</u>	£	<u>Budget</u> <u>2020-21</u>	£
INCOME								
Rates								
Rate Arrears Received		36,000		35,075		30,000		
Fee Income : Homes	1	3,179,162		2,933,172		3,088,091		
Fee Income : Nurseries	2	562,758		469,335		429,816		
Roads Income		2,120,896		1,768,423		1,960,288		
Dog Licences		15,600		15,550		16,414		
Bank Interest		31,779		32,156		56,928		
Rental Income		405,006		386,938		420,204		
Technical and Manual Services Fees		342,197		332,400		312,473		
Recycling Income		24,000		11,039		7,954		
Fees, Commissions and Court Costs		144,790		96,371		164,436		
			6,862,188		6,080,459		6,486,604	
EXPENDITURE								
Staff Costs	3	10,050,705		9,682,304		9,704,528		
Roads Expenditure		1,142,489		865,598		1,109,559		
Operational Expenditure	4	2,799,142		2,590,786		2,861,705		
(Gain) on sale of assets		(30,000)		(84,167)		(26,565)		
Dep'n : Plant and Equipment		118,564		117,581		106,003		
Dep'n : Computer and Office Equipment		83,089		60,096		94,625		
Dep'n : Motor Vehicles		213,243		158,962		266,948		
			14,377,232		13,391,160		14,116,803	
(Deficit) for the year			(7,515,044)		(7,310,701)		(7,630,199)	

BUDGET 2020-21

PARISH OF ST. HELIER

RECONCILIATION TO RATES RESERVE FOR THE YEAR ENDED 30 APRIL 2022

Note	<u>Budget</u> <u>2021-22</u>	<u>Actual</u> <u>2020-21</u>	<u>Budget</u> <u>2020-21</u>
£	£	£	£
DEFICIT FROM INCOME AND EXPENDITURE ACCOUNT	(7,515,044)	(7,310,701)	(7,630,199)
Adjustments:			
Provision for non payment of rates	(100,000)	-	(100,000)
Tfrs to reserves : Gen. Bldg	(356,800)	(356,800)	(356,800)
Transfer to vehicle reserve	(450,000)	(450,000)	(450,000)
Dep'n chges : vehicles	353,491	286,673	400,018
Capitalised : Plant and Equip.	(24,500)	(119,730)	(16,000)
Dep'n chges : Plant and Equip	118,564	119,084	107,467
Capitalised : computer equip.	(60,000)	(35,673)	(70,000)
Dep'n chges : computers	83,089	60,096	94,625
Plant & Equipment funded from Building Reserve	-	85,127	-
Hire purchase interest	28,972	21,700	43,383
Gain on sale of land		(70,000)	
Provision ofr unknown Covid -19 impact	(100,000)	-	(200,000)
	<u>(507,184)</u>	<u>(459,523)</u>	<u>(547,307)</u>
Deficit for the year before Parish Rates	<u>(8,022,228)</u>	<u>(7,770,224)</u>	<u>(8,177,506)</u>

PARISH OF ST. HELIER

ROADS ACCOUNT
FOR THE YEAR ENDED 30 APRIL 2022

	<u>Budget</u> <u>2021-22</u>	<u>Actual</u> <u>2020-21</u>	<u>Budget</u> <u>2020-21</u>
	£	£	£
RECEIPTS			
Licence Receipts	246,242	203,367	243,179
Driving Licences	1,346	1,215	1,294
Firearm Certificates	<u>247,588</u>	<u>204,582</u>	<u>244,473</u>
Fines	495,115	399,648	401,138
Residents Parking Zone Receipts (RPZ)	206,233	177,120	170,359
States Paycards	471,990	379,916	466,610
Works Charged	178,466	158,830	175,419
Choses Publiques	164,309	96,174	144,342
Contract Income	355,019	350,153	357,399
Towing	2,176	2,000	548
TOTAL RECEIPTS	<u>2,120,896</u>	<u>1,768,423</u>	<u>1,960,288</u>
EXPENDITURE			
Fines	247,646	200,673	219,087
Street Lighting	97,779	84,444	100,985
Contractors, Maintenance and Materials	619,586	413,494	609,750
Fuel for Vehicles	35,586	36,243	35,963
Depreciation - Motor Vehicles	140,248	127,711	133,070
Depreciation - Plant and Equipment	-	1,504	1,464
Administrative Expenses	1,644	1,529	9,240
	<u>1,142,489</u>	<u>865,598</u>	<u>1,109,559</u>
Staff Costs - Roads, Street Cleaners and Community Support workers	1,445,887	1,173,741	1,206,269
TOTAL EXPENDITURE	<u>2,588,376</u>	<u>2,039,339</u>	<u>2,315,828</u>
NET (EXPENDITURE) / SURPLUS	<u>(£467,480)</u>	<u>(£270,916)</u>	<u>(£355,540)</u>

PARISH OF ST. HELIER

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2022

PARISH CARE HOMES - INCOME & EXPENDITURE - REFERENCE ONLY

1. PARISH CARE HOMES

	<u>Budget</u> <u>2021-22</u> £	<u>Actual</u> <u>2020-21</u> £	<u>Budget</u> <u>2020-21</u>
INCOME			
Maintenance Receipts	3,179,162	2,933,172	3,088,091
Total Income	<u>3,179,162</u>	<u>2,933,172</u>	<u>3,088,091</u>
EXPENDITURE			
Wages, Salaries and Employer Soc Sec Employer Pensions	2,518,563 311,370	2,461,104 277,103	2,349,769 292,186
Total Wages & Salaries	<u>2,829,933</u>	<u>2,738,207</u>	<u>2,641,955</u>
Light, Heat and Water	67,236	74,192	93,982
Telephone Expenses	18,625	17,817	22,387
Cleaning and Laundry	74,080	72,001	73,718
Repairs and Maintenance	104,290	76,964	85,133
Insurance	12,687	12,561	12,561
Therapy, Medical Expenses	18,656	20,764	23,917
Other Expenses	18,822	9,080	21,387
Advertising, Stationery and Printing	5,415	6,175	3,123
Parish Rates	9,332	9,240	9,489
Groceries	117,537	118,247	120,476
Depreciation	49,488	47,219	39,876
Bad debts	-	2,198	-
	<u>496,168</u>	<u>466,458</u>	<u>506,049</u>
Surplus for the year	<u>(146,939)</u>	<u>(271,493)</u>	<u>(59,913)</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 2022

PARISH NURSERIES - INCOME & EXPENDITURE - REFERENCE ONLY

2. PARISH NURSERIES

	<u>Budget</u> <u>2021-22</u>	<u>Actual</u> <u>2020-21</u>	<u>Budget</u> <u>2020-21</u>
	£	£	£
INCOME			
Nursery Contracts Receipts	536,088	447,863	409,058
Lunch Receipts	26,670	21,472	20,758
Total Receipts	<u>562,758</u>	<u>469,335</u>	<u>429,816</u>
EXPENDITURE			
Wages, Salaries and Employer Soc Sec	390,394	344,487	337,169
Employer Pensions	56,252	45,063	47,088
Total wages	<u>446,646</u>	<u>389,550</u>	<u>384,257</u>
Repairs and Maintenance	20,775	12,460	29,200
Light, Heat and Water	2,857	4,053	3,631
Telephone Expenses	7,414	6,584	5,365
Insurance	593	586	586
Cleaning and Cleaning Materials	10,036	10,435	9,085
Other expenses	6,054	5,574	1,639
Parish Rates	1,381	1,368	1,405
Groceries	25,200	22,183	22,894
Depreciation	105	1,219	-
	<u>74,415</u>	<u>64,462</u>	<u>73,805</u>
(Deficit) / Surplus for the year	<u>41,697</u>	<u>15,323</u>	<u>(28,246)</u>

A transfer to the building reserve of £11,300 (2019-209: £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 2022

3. STAFF COSTS

	<u>Budget</u> <u>2021-22</u> £	<u>Actual</u> <u>2020-21</u> £	<u>Budget</u> <u>2020-21</u> £
Gross Pay	7,987,448	7,729,000	7,704,043
Contributions To Social Security	516,272	488,517	500,624
Normal Contribution To Pension Scheme	1,632,137	1,544,760	1,568,881
Redundancy Provision	-	-	-
Gross Staff Costs	10,135,857	9,762,277	9,773,548
Less: Personal Sickness Benefit	85,152	79,973	69,020
	£10,050,705	£9,682,304	£9,704,528
<u>Analysis By Department (including Sickness Benefit and redundancy provision)</u>			
	£	£	£
Community Services	85,788	99,889	102,353
Roads, Street Cleaners and Community Support workers	1,445,887	1,173,741	1,206,269
Public Conveniences	54,356	54,313	52,966
Public Services	2,750,825	2,885,773	2,915,408
Technical and Manual Services	431,001	385,091	427,930
Administration and Customer Services*	1,819,587	1,764,155	1,738,843
Registrar	108,090	89,765	117,083
Caretaker, Messenger and Cleaners	78,592	101,820	117,464
	6,774,126	6,554,547	6,678,316
Parish Homes	2,829,933	2,738,207	2,641,955
Parish Day Nurseries	446,646	389,550	384,257
	£10,050,705	£9,682,304	£9,704,528

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

PARISH OF ST. HELIER

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2022**

4. OPERATIONAL EXPENDITURE

	<u>Budget</u> <u>2021-22</u> £	<u>Actual</u> <u>2020-21</u> £	<u>Budget</u> <u>2020-21</u> £
Groceries	142,737	140,430	143,370
Therapy, Medical Expenses	21,282	25,232	41,924
Total Direct Expenses	<u>164,019</u>	<u>165,662</u>	<u>185,294</u>
Utilities and Fuel	336,355	347,656	400,010
Equipment and Maintenance	613,381	528,227	612,468
Parish Rates	21,780	21,456	22,035
Insurance	277,785	248,940	258,835
Cleaning and Laundry	129,357	125,743	131,479
Recycling	2,948	7,736	21,761
Parks and Gardens	70,284	81,600	87,880
Total Occupancy Costs	<u>1,451,890</u>	<u>1,361,358</u>	<u>1,534,468</u>
Information Technology	<u>276,949</u>	<u>269,364</u>	<u>290,507</u>
West Park Marine Lake Trust	20,000	20,000	20,000
Twinning Committees	10,000	-	10,000
St Helier Battle of Flowers	7,000	-	7,000
St Helier Youth and Community Trust	126,000	126,000	126,000
Charitable and Community Donations	40,000	40,000	39,984
Parish Events and Hospitality	112,484	97,542	95,340
Honorary Police and Roads Inspectors	71,500	49,511	58,349
Total Charity & Community Costs	<u>386,984</u>	<u>333,053</u>	<u>356,673</u>
Legal and Professional	133,746	141,882	140,170
External Audit and Accountancy	27,717	27,880	29,297
Notices and Advertising	7,731	9,180	14,151
Stationery, Printing and Consumables	70,337	75,763	54,453
Postages, Mail Box and Business Reply	71,734	59,597	51,376
Travelling Expenses	1,611	1,146	6,053
Staff Training and subscriptions	100,769	58,833	84,147
Books, Publications and Photography	408	587	501
Contribution To The Comite des Connetables	9,946	9,750	9,207
Election Expenses	-	-	-
Bank and Transaction Charges	93,763	76,024	98,920
Miscellaneous expenses	1,538	(1,569)	6,435
Bad debt provision	-	2,276	53
Total Administrative Expenses	<u>519,300</u>	<u>461,349</u>	<u>494,763</u>
Total Operational Expenditure	<u>£2,799,142</u>	<u>£2,590,786</u>	<u>£2,861,705</u>

PARISH OF ST. HELIER
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2022

5. BUILDING RESERVES

	Building reserve	£
Balance 01 May 2021	4,637,253	
Transfers from General Reserve	356,800	
Expenditure funded by Building Reserves	(1,965,066)	
	3,028,987	
	3,028,987	

Breakdown of Estimate Expenditure

Climate emergency related property improvements	135,188	
Depot and Lempriere Street - property and safety improvements	298,221	
Nelson Street - Air conditioning replacement and property improvements	63,000	
Town Hall - property and safety improvements	91,875	
Public conveniences - property improvements	99,750	
Investment property - property and safety improvements	92,232	
Westmount Day Nursery - property and safety improvements	6,300	
Deanery - property improvements	110,250	
Almorah Chapel - property improvements	42,000	
Surville Cemetery - property improvements	5,250	
La Collette Gardens - property improvements	21,000	
St Ewolds - redevelopment (total project cost £8,300,000)	1,000,000	
	1,965,066	
	1,965,066	

PARISH OF ST. HELIER

FOR THE YEAR ENDED 30 APRIL 2022

6. RATES INCOME REQUIRED TO MEET ESTIMATED EXPENDITURE

The Parish rate is required to cover the Parish expenditure estimate of £8,022,228

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>2021-22</u>	<u>Actual</u> <u>2020-21</u>	<u>Budget</u> <u>2020-21</u>
<u>Pence-Per-Quarter-Rate To Meet Estimated Expenditure</u>			
<u>Parish Rate Required</u>			
Estimated expenditure requirement of	£8,022,228	£7,770,224	£8,177,506
Quarters available 2020-21 680,009,607			(2020-21 678,727,311)
The Connétable recommends a Parish rate of 1.15 pence per quarter which would generate income from the Parish rate of	£7,820,110	£7,794,873	£7,806,328
and result in an estimated overall (deficit) / surplus for the year of	(£202,118)	£24,649	(£371,178)
add: Balance brought forward	£2,196,943	£2,172,294	£2,172,294
	<u>£1,994,825</u>	<u>£2,196,943</u>	<u>£1,801,116</u>

The available 2020-21 rate income of £7,794,873 above is shown net of adjustments, arrears and surcharges.

Summary 2021-22

	Parish rate	Island wide rate	Total rate	Parish rate increase	Island wide rate increase
<u>Total Rate Per Quarter</u>					
Domestic	1.15p	0.76p	1.91p	0.0%	2.7%
Non-Domestic	1.15p	1.08p	2.23p	0.0%	2.9%

Summary 2020-21

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