

Loch Lomond & The Trossachs National Park Authority

Management Accounts 9 months to 31 December 2016 Agenda Item 12 - Appendix 1

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Management Accounts
9 months to 31 December 2016

							Operating		
	December YTD						Full Year Q2 Budget		
	Actual			Variance			Capital	Revenue	Total
	Capital	Revenue	Total	Capital	Revenue	Total			
Income									
Grant in Aid	900,000	4,571,000	5,471,000				1,095,000	6,270,000	7,365,000
Income		416,472	416,472	(2,000)	36,967	34,967	2,000	556,178	558,178
Income Total	900,000	4,987,472	5,887,472	(2,000)	36,967	34,967	1,097,000	6,826,178	7,923,178
Salaries Total		3,426,163	3,426,163		32,157	32,157	176,000	4,741,070	4,917,070
Other Operating Costs	7,644	1,072,977	1,080,621	8,000	161,495	169,495	71,644	1,738,021	1,809,665
Total Operating Expenditure	7,644	4,499,140	4,506,784	8,000	193,652	201,652	247,644	6,479,091	6,726,735
Net Operating Income / (Expenditure)	892,356	488,332	1,380,688	6,000	230,619	236,619	849,356	347,087	1,196,443
Capitalised salaries taken to projects							176,000		176,000
Net Operating Income / (Expenditure)	892,356	488,332	1,380,688	6,000	230,619	236,619	1,025,356	347,087	1,372,443

							Project		
	December YTD Actual			Project Net Expenditure Summary			Full Year Q2 Budget		
	Capital	Revenue	Total	Purchase Orders	Total Committed Spend	Still to spend / (overspent)	Capital	Revenue	Total
Net Project Income / (Expenditure)	(77,691)	(81,805)	(159,496)	313,928	473,424	773,867	(996,064)	(251,227)	(1,247,291)

							Total		
Net Total Income / (Expenditure)	814,665	406,527	1,221,192				29,292	95,860	125,152

Management Accounts
9 months to 31 December 2016

Operating

	December YTD								
	December YTD Budget			Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
Income									
Grant in Aid	900,000	4,571,000	5,471,000	900,000	4,571,000	5,471,000			
Income - Public Bodies		19,448	19,448		26,448	26,448		7,000	7,000
Planning Fees		114,592	114,592		131,425	131,425		16,833	16,833
Generated Income	2,000	126,047	128,047		134,891	134,891	(2,000)	8,844	6,844
Sale of Goods		3,996	3,996		4,898	4,898		903	903
Property Rental Income		115,197	115,197		118,455	118,455		3,258	3,258
Interest Received		224	224		354	354		130	130
Income Total	902,000	4,950,505	5,852,505	900,000	4,987,472	5,887,472	(2,000)	36,967	34,967
Salaries									
Staff Costs		3,310,489	3,310,489		3,275,220	3,275,220		35,269	35,269
Seasonal Rangers Costs		147,830	147,830		150,942	150,942		(3,113)	(3,113)
Maternity/ Overtime									
Salaries Total		3,458,319	3,458,319		3,426,163	3,426,163		32,157	32,157
Staff Costs									
Agency Staff									
Board Members Fees		108,982	108,982		108,985	108,985		(3)	(3)
Conference, Courses & Training		13,367	13,367		8,528	8,528		4,840	4,840
Other Staff Costs		19,995	19,995		19,950	19,950		46	46
PPE		3,622	3,622		224	224		3,398	3,398
Secondments									
Travel & Subsistence		22,071	22,071		20,732	20,732		1,340	1,340
Uniforms & Clothing		3,514	3,514		1,171	1,171		2,343	2,343
Staff Costs Total		171,552	171,552		159,589	159,589		11,963	11,963

Management Accounts
9 months to 31 December 2016

Operating

	December YTD								
	December YTD Budget			Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
Property									
Franchise Agency Management Agreements		17,497	17,497		17,497	17,497			
Energy		47,049	47,049		32,993	32,993		14,056	14,056
Furniture Fixtures & Fittings		1,235	1,235		537	537		698	698
Grounds Maintenance	10,000	109,250	119,250		67,618	67,618	10,000	41,632	51,632
Other Property Costs		26,467	26,467		39,160	39,160		(12,693)	(12,693)
Property Cleaning		93,064	93,064		82,509	82,509		10,554	10,554
Property Insurance		13,018	13,018		13,018	13,018		(0)	(0)
Property Repairs & Developments	4,000	42,385	46,385		18,009	18,009	4,000	24,376	28,376
Property Security		12,889	12,889		9,124	9,124		3,765	3,765
Rates & Water Charges		191,772	191,772		188,305	188,305		3,467	3,467
Refuse & Waste Disposal		6,112	6,112		7,757	7,757		(1,645)	(1,645)
Rent		68,329	68,329		67,836	67,836		493	493
Tools & Equipment	732	6,374	7,106	732	10,259	10,991		(3,885)	(3,885)
Property Total	14,732	635,440	650,172	732	554,622	555,354	14,000	80,818	94,818
Transport									
Fleet Costs - Marine		16,000	16,000		14,997	14,997		1,003	1,003
Fleet Costs - Motor	912	26,310	27,222	912	18,455	19,367		7,855	7,855
Fuel - Marine		5,286	5,286		4,054	4,054		1,232	1,232
Fuel - Motor		25,230	25,230		24,477	24,477		754	754
Vehicle Rental & Associated Costs									
Transport Total	912	72,826	73,738	912	61,983	62,895		10,843	10,843
ICT									
GIS Software Maintenance & Support		68,667	68,667	6,000	60,523	66,523	(6,000)	8,144	2,144
IT Hardware		(418)	(418)		(682)	(682)		264	264
IT Software		36,333	36,333		32,297	32,297		4,036	4,036
MFD Maintenance		7,543	7,543		6,087	6,087		1,457	1,457
Telecoms & Data		77,910	77,910		67,102	67,102		10,807	10,807
ICT Total		190,035	190,035	6,000	165,328	171,328	(6,000)	24,708	18,708

Management Accounts
9 months to 31 December 2016

Operating

	December YTD								
	December YTD Budget			Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
Supplies & Services									
Office Equipment									
Catering, Hospitality & Gifts		9,113	9,113		8,764	8,764		348	348
Goods for Resale		1,525	1,525		1,886	1,886		(361)	(361)
Promoting the Park		1,520	1,520		20	20		1,500	1,500
Supplies & Services Total		12,157	12,157		10,670	10,670		1,487	1,487
Administration Costs									
Advertising		22,344	22,344		17,386	17,386		4,958	4,958
Bank Charges		4,945	4,945		5,090	5,090		(145)	(145)
Consultants		26,397	26,397		17,179	17,179		9,217	9,217
Bad Debt					1,500	1,500		(1,500)	(1,500)
Other Admin		121	121		80	80		41	41
Printing & Stationery		9,357	9,357		7,518	7,518		1,838	1,838
Professional Fees		58,642	58,642		43,399	43,399		15,244	15,244
Published Materials		27,812	27,812		25,976	25,976		1,836	1,836
Administration Costs Total		149,617	149,617		118,127	118,127		31,490	31,490
Payment to Third Parties									
Payment to Others / Grants		2,844	2,844		2,658	2,658		186	186
Payment to Third Parties Total		2,844	2,844		2,658	2,658		186	186
Total Operating Expenditure	15,644	4,692,792	4,708,436	7,644	4,499,140	4,506,784	8,000	193,652	201,652
Net Operating Income / (Expenditure)	886,356	257,713	1,144,069	892,356	488,332	1,380,688	6,000	230,619	236,619

	Q2 2016/17 Budget Full Year			Actuals December 2016/17 YTD			Net Expenditure Summary		
	Capital	Revenue		Capital	Revenue		Outstanding Purchase Orders	Total Committed (actual + PO)	Still to spend / (overspent)
	NPA Capital Budget	NPA Revenue Budget	Total NPA Budget	NPA Capital Actuals	NPA Revenue Actuals	Total NPA Actuals			
Conservation & Land Use									
Wild Park 2020		3,600	3,600		594	594	3,000	3,594	6
Countryside Trust		11,500	11,500				11,500	11,500	
Ecosystems Services Projects		12,000	12,000				12,000	12,000	
Landscape		3,850	3,850		3,850	3,850		3,850	
NNR	5,000		5,000		3,000	3,000		3,000	2,000
Natural Heritage Grant Scheme	27,500		27,500	10,418		10,418	12,088	22,506	4,994
Mountain Bogs		4,500	4,500						4,500
Land Management		20,000	20,000		3,878	3,878	6,668	10,547	9,453
Total	32,500	55,450	87,950	10,418	11,322	21,740	45,256	66,996	20,954
Visitor Management									
Respect The Park		60,000	60,000				60,000	60,000	
Outdoor Recreation Plan	29,500	2,004	31,504	9,919	304	10,223		10,223	21,281
Mountains & the People		200	200						200
Walk in the Park		10,000	10,000		10,000	10,000		10,000	
Education Development		24,000	24,000		17,694	17,694	1,075	18,769	5,231
Developing Young Workforce		500	500						500
Total	29,500	96,704	126,204	9,919	27,998	37,917	61,075	98,992	27,212
Visitor Management - Your Park									
Your Park Communications		45,000	45,000		10,597	10,597	6,329	16,926	28,074
Your Park Systems	50,000		50,000	3,040	64	3,104	5,847	8,951	41,049
Your Park Campsite	245,000		245,000	49,769	(0)	49,769	204,322	254,091	(9,091)
Development Loch Chon									
Your Park future sites development	120,000		120,000						120,000
Your Park Permit Development	55,000		55,000						55,000
Your Park Capital Resource	24,000		24,000	7,169	0	7,169	17,831	25,000	(1,000)
Your Park Signage	100,000		100,000						100,000
Your Park Operational Resource Workstream	20,000	30,000	50,000		6,367	6,367	5,306	11,673	38,327
Total	614,000	75,000	689,000	59,978	17,028	77,006	239,635	316,641	372,359

	Q2 2016/17 Budget Full Year			Actuals December 2016/17 YTD			Net Expenditure Summary		
	Capital	Revenue		Capital	Revenue		Outstanding	Total	Still to
	NPA Capital Budget	NPA Revenue Budget	Total NPA Budget	NPA Capital Actuals	NPA Revenue Actuals	Total NPA Actuals	Purchase Orders	Committed (actual + PO)	spend / (overspent)
Estates / Capital Projects									
West Highland Way Upgrades	30,000		30,000						30,000
Estates Management System	1,000		1,000						1,000
Site Improvements	10,500		10,500						10,500
Capitalised Salaries	176,000		176,000						176,000
Total	217,500		217,500						217,500
Visitor Experience - Tourism									
Interpretation & Info Signage	7,500		7,500	989	95	1,084		1,084	6,416
Gateway Centre	110,000	4,000	114,000	2,065	(0)	2,065	22,189	24,254	89,746
Signature Events		2,090	2,090		(1,982)	(1,982)	4,100	2,118	(28)
Strategic Projects		8,258	8,258		4,432	4,432		4,432	3,826
Visitor Strategy		10,500	10,500		309	309		309	10,191
Commercial Development	1,200	3,736	4,936	1,200	736	1,936		1,936	3,000
Total	118,700	28,584	147,284	4,254	3,588	7,842	26,289	34,131	113,153
Rural Development									
Community Grant Scheme		11,000	11,000						11,000
Paths In the Park									
Local Development Plan		54,557	54,557		33,738	33,738	2,100	35,838	18,719
Built Heritage Grant Scheme	12,500		12,500	1,450		1,450		1,450	11,050
Charrette Delivery		5,000	5,000						5,000
Callander Landscape Programme		3,109	3,109		12,987	12,987	283	13,271	(10,162)
TPO Review		7,500	7,500		1,938	1,938	294	2,232	5,268
Total	12,500	81,166	93,666	1,450	48,663	50,113	2,678	52,790	40,876
Communications									
Website Development	864	727	1,591	1,591	0	1,591	21	1,612	(21)
Gaelic Language Plan		800	800		36	36	49	86	714
Total	864	1,527	2,391	1,591	36	1,627	70	1,698	693
Corporate Services									
National Park Partnership Plan		9,500	9,500		1,168	1,168		1,168	8,333
Total		9,500	9,500		1,168	1,168		1,168	8,333
Project Total	996,064	251,227	1,247,291	77,691	81,805	159,496	313,928	473,424	773,867
Net Project Income / (Expenditure)		(1,373,495)			(197,413)				

**Loch Lomond & the Trossachs National Park
Statement of Financial Position
as at 31 December 2016**

	31/12/2016	30/09/2016	31/03/2016
<u>Property, plant and equipment</u>			
Land	1,648,652	1,648,652	1,648,652
Buildings	7,871,634	7,871,634	7,871,633
Motor Vehicles	104,021	104,021	104,021
Marine Vehicles	215,390	215,390	215,390
IT Hardware	51,214	51,214	51,214
Furniture	73,058	73,058	73,058
Tools & Equipment	26,394	26,394	26,394
	9,990,362	9,990,362	9,990,362
<u>Intangible assets</u>			
Copyright	5,550	5,550	5,550
IT Software Systems	75,365	75,365	75,365
	80,915	80,915	80,915
Total Non-Current assets	10,071,277	10,071,277	10,071,277
<u>Current Assets</u>			
Inventory	6,600	6,600	6,600
Trade receivables	12,913	(6,260)	136,174
Other receivables	8,269	3,846	4,810
Prepayments and accrued income	39,331	17,080	102,760
Bank accounts	1,037,425	302,728	306,800
Imprest accounts	1,055	1,055	1,030
Total Current Assets	1,105,594	325,049	558,174
<u>Current Liabilities</u>			
Trade payables	84,886	86,429	360,683
Accruals and deferred income	181,045	200,540	573,111
Held on behalf of WHW	91,728	84,866	79,429
VAT payable/(receivable)	(3,052)	(4,220)	(24,280)
Other payables	1,110	7,670	2,630
Suspense accounts			
Total Current Liabilities	355,718	375,285	991,573
Net Assets	10,821,153	10,021,041	9,637,878
<u>Taxpayers Equity</u>			
General Reserve	4,122,261	3,322,149	3,130,986
Revaluation Reserve	6,692,892	6,692,892	6,500,892
Donated Asset Reserve	6,000	6,000	6,000
Taxpayers Equity	10,821,153	10,021,041	9,637,878

Loch Lomond & the Trossachs National Park

Cash Flow

9 months to 31 December 2016

	QTD 31/12/2016	YTD 31/12/2016
<u>Cash flows from operating activities</u>		
Operating Income	136,197	416,118
Operating Expenditure	(1,476,035)	(4,506,784)
Project Income	11,651	437,349
Project Expenditure	(150,889)	(634,762)
Net expenditure before interest	(1,479,076)	(4,288,079)
<u>Adjustments for items not involving the movement of cash</u>		
Depreciation		
Provision for impairment of assets		
(Gain)/loss on sale of property, plant & equipment		
Pension adjustments in Other Income		
Pension adjustments in Staff Costs		
<u>Movements in working capital</u>		
(Increase)/decrease in trade and other receivables	(45,848)	183,230
(Decrease)/increase in trade and other payables	(19,567)	(635,855)
(Increase)/decrease in inventories		0
Net Cash Inflow / (Outflow) from Operating Activities	(65,415)	(452,625)
<u>Cash flows from investing activities</u>		
Bank Interest received	188	354
Purchase of property, plant & equipment		
Proceeds from property, plant & equipment		
Net Cash (Outflow) / Inflow before Financing	188	354
Grant in Aid applied to Operating Costs	1,679,000	4,571,000
Grant in Aid applied to Capital Expenditure	600,000	900,000
Other Grants applied to Capital Expenditure		
	2,279,000	5,471,000
Net (decrease) / increase in Cash & Cash Equivalents	734,697	730,650
Cash & Cash Equivalents at the beginning of the period	303,783	307,830
Cash & Cash Equivalents at the end of the period	1,038,480	1,038,480