

# **Loch Lomond and The Trossachs National Park**

## **Management Accounts 3 months to 30 June 2017**

### **Contents**

- 1 Income & Expenditure Summary
- 2 Operating Actuals YTD
- 3 Project Actuals
- 4 Balance Sheet
- 5 Cash Flow

**Management Accounts**  
**3 months to 30 June 2017**

							<b>Operating</b>		
	June YTD			June YTD			June YTD		
	Budget			Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
<b>Income</b>									
Grant in Aid	240,000	1,562,000	<b>1,802,000</b>	240,000	1,562,000	<b>1,802,000</b>			
Income		175,233	<b>175,233</b>		156,601	<b>156,601</b>		(18,633)	<b>(18,633)</b>
<b>Income Total</b>	240,000	1,737,233	<b>1,977,233</b>	240,000	1,718,601	<b>1,958,601</b>		(18,633)	<b>(18,633)</b>
<b>Salaries Total</b>		1,154,674	<b>1,154,674</b>		1,049,769	<b>1,049,769</b>		104,905	<b>104,905</b>
<b>Other Operating Costs</b>	2,000	578,061	<b>580,061</b>		485,833	<b>485,833</b>	2,000	92,228	<b>94,228</b>
<b>Total Operating Expenditure</b>	2,000	1,732,735	<b>1,734,735</b>		1,535,602	<b>1,535,602</b>	2,000	197,133	<b>199,133</b>
<b>Net Operating Income / (Expenditure)</b>	<b>238,000</b>	<b>4,498</b>	<b>242,498</b>	<b>240,000</b>	<b>182,998</b>	<b>422,998</b>	<b>2,000</b>	<b>178,501</b>	<b>180,501</b>
Capitalised salaries taken to projects									
<b>Net Operating Income / (Expenditure)</b>	<b>238,000</b>	<b>4,498</b>	<b>242,498</b>	<b>240,000</b>	<b>182,998</b>	<b>422,998</b>	<b>2,000</b>	<b>178,501</b>	<b>180,501</b>

	<b>Project</b>								
	Full Year Budget			June YTD Actual			Project Net Expenditure Summary		
	Capital	Revenue	Total	Capital	Revenue	Total	Purchase Orders	Total Committed Spend	Still to spend / (overspent)
<b>Net Project Income / (Expenditure)</b>	<b>823,893</b>	<b>266,237</b>	<b>1,090,130</b>	<b>30,668</b>	<b>(37,465)</b>	<b>(6,797)</b>	<b>254,523</b>	<b>261,320</b>	<b>828,810</b>

Management Accounts  
3 months to 30 June 2017

Operating

	June								
	YTD Budget			YTD Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
<b>Income</b>									
Grant in Aid	240,000	1,562,000	<b>1,802,000</b>	240,000	1,562,000	<b>1,802,000</b>			
Income - Public Bodies		6,333	<b>6,333</b>		1,000	<b>1,000</b>		(5,333)	<b>(5,333)</b>
Planning Fees		45,000	<b>45,000</b>		30,824	<b>30,824</b>		(14,176)	<b>(14,176)</b>
Generated Income		81,654	<b>81,654</b>		72,108	<b>72,108</b>		(9,547)	<b>(9,547)</b>
Sale of Goods		1,500	<b>1,500</b>		2,872	<b>2,872</b>		1,372	<b>1,372</b>
Property Rental Income		40,671	<b>40,671</b>		49,775	<b>49,775</b>		9,105	<b>9,105</b>
Interest Received		75	<b>75</b>		21	<b>21</b>		(54)	<b>(54)</b>
<b>Income Total</b>	<b>240,000</b>	<b>1,737,233</b>	<b>1,977,233</b>	<b>240,000</b>	<b>1,718,601</b>	<b>1,958,601</b>		<b>(18,633)</b>	<b>(18,633)</b>
<b>Salaries</b>									
Staff Costs		984,846	<b>984,846</b>		947,309	<b>947,309</b>		37,538	<b>37,538</b>
Seasonal Rangers Costs		169,828	<b>169,828</b>		102,461	<b>102,461</b>		67,367	<b>67,367</b>
Maternity/ Overtime									
<b>Salaries Total</b>		<b>1,154,674</b>	<b>1,154,674</b>		<b>1,049,769</b>	<b>1,049,769</b>		<b>104,905</b>	<b>104,905</b>
<b>Staff Costs</b>									
Agency Staff									
Board Members Fees		30,566	<b>30,566</b>		30,418	<b>30,418</b>		149	<b>149</b>
Conference, Courses & Training		6,379	<b>6,379</b>		11,192	<b>11,192</b>		(4,813)	<b>(4,813)</b>
Other Staff Costs		5,992	<b>5,992</b>		8,607	<b>8,607</b>		(2,615)	<b>(2,615)</b>
PPE		1,483	<b>1,483</b>		191	<b>191</b>		1,292	<b>1,292</b>
Secondments									
Travel & Subsistence		7,891	<b>7,891</b>		5,120	<b>5,120</b>		2,771	<b>2,771</b>
Uniforms & Clothing		3,100	<b>3,100</b>		1,850	<b>1,850</b>		1,250	<b>1,250</b>
<b>Staff Costs Total</b>		<b>55,412</b>	<b>55,412</b>		<b>57,377</b>	<b>57,377</b>		<b>(1,965)</b>	<b>(1,965)</b>

**Management Accounts**  
**3 months to 30 June 2017**

**Operating**

	June								
	YTD Budget			YTD Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
<b>Property</b>									
Franchise Agency Management Agreements									
Energy		13,179	<b>13,179</b>		(3,549)	<b>(3,549)</b>		16,728	<b>16,728</b>
Furniture Fixtures & Fittings		175	<b>175</b>		122	<b>122</b>		53	<b>53</b>
Grounds Maintenance		4,320	<b>4,320</b>		10,944	<b>10,944</b>		(6,624)	<b>(6,624)</b>
Other Property Costs		8,933	<b>8,933</b>		9,346	<b>9,346</b>		(413)	<b>(413)</b>
Property Cleaning		16,906	<b>16,906</b>		16,283	<b>16,283</b>		623	<b>623</b>
Property Insurance		5,849	<b>5,849</b>		567	<b>567</b>		5,282	<b>5,282</b>
Property Repairs & Developments		17,070	<b>17,070</b>		9,911	<b>9,911</b>		7,159	<b>7,159</b>
Property Security		536	<b>536</b>					536	<b>536</b>
Rates & Water Charges		152,108	<b>152,108</b>		132,722	<b>132,722</b>		19,386	<b>19,386</b>
Refuse & Waste Disposal		12,141	<b>12,141</b>		7,390	<b>7,390</b>		4,751	<b>4,751</b>
Rent		27,414	<b>27,414</b>		19,174	<b>19,174</b>		8,240	<b>8,240</b>
Tools & Equipment		976	976		1,841	<b>1,841</b>		(865)	<b>(865)</b>
<b>Property Total</b>		<b>259,607</b>	<b>259,607</b>		<b>204,752</b>	<b>204,752</b>		<b>54,856</b>	<b>54,856</b>
<b>Transport</b>									
Fleet Costs - Marine		6,300	<b>6,300</b>		5,485	<b>5,485</b>		815	<b>815</b>
Fleet Costs - Motor		9,607	<b>9,607</b>		8,582	<b>8,582</b>		1,025	<b>1,025</b>
Fuel - Marine		1,800	<b>1,800</b>		2,135	<b>2,135</b>		(335)	<b>(335)</b>
Fuel - Motor		19,345	<b>19,345</b>		10,218	<b>10,218</b>		9,127	<b>9,127</b>
Vehicle Rental & Associated Costs									
<b>Transport Total</b>		<b>37,052</b>	<b>37,052</b>		<b>26,420</b>	<b>26,420</b>		<b>10,632</b>	<b>10,632</b>
<b>ICT</b>									
GIS Software Maintenance & Support		58,170	<b>58,170</b>		47,289	<b>47,289</b>		10,881	<b>10,881</b>
IT Hardware	2,000	500	<b>2,500</b>		91	<b>91</b>	2,000	409	<b>2,409</b>
IT Software		69,358	<b>69,358</b>		62,380	<b>62,380</b>		6,978	<b>6,978</b>
MFD Maintenance		2,700	<b>2,700</b>		2,158	<b>2,158</b>		542	<b>542</b>
Telecoms & Data		32,737	<b>32,737</b>		33,466	<b>33,466</b>		(729)	<b>(729)</b>
<b>ICT Total</b>	<b>2,000</b>	<b>163,465</b>	<b>165,465</b>		<b>145,383</b>	<b>145,383</b>	<b>2,000</b>	<b>18,082</b>	<b>20,082</b>

**Management Accounts**  
**3 months to 30 June 2017**

**Operating**

	June								
	YTD Budget			YTD Actual			Variance		
	Capital	Revenue	Total	Capital	Revenue	Total	Capital	Revenue	Total
<b>Supplies &amp; Services</b>									
Office Equipment									
Catering, Hospitality & Gifts		3,137	<b>3,137</b>		2,746	<b>2,746</b>		391	<b>391</b>
Goods for Resale		1,361	<b>1,361</b>		646	<b>646</b>		715	<b>715</b>
Promoting the Park		750	<b>750</b>		454	<b>454</b>		296	<b>296</b>
<b>Supplies &amp; Services Total</b>		<b>5,248</b>	<b>5,248</b>		<b>3,846</b>	<b>3,846</b>		<b>1,402</b>	<b>1,402</b>
<b>Administration Costs</b>									
Advertising		6,375	<b>6,375</b>		6,458	<b>6,458</b>		(83)	<b>(83)</b>
Bank Charges		2,213	<b>2,213</b>		2,251	<b>2,251</b>		(38)	<b>(38)</b>
Consultants		11,589	<b>11,589</b>		2,793	<b>2,793</b>		8,796	<b>8,796</b>
Bad Debt									
Other Admin					(70)	<b>(70)</b>		70	<b>70</b>
Printing & Stationery		4,143	<b>4,143</b>		3,655	<b>3,655</b>		488	<b>488</b>
Professional Fees		7,534	<b>7,534</b>		9,108	<b>9,108</b>		(1,575)	<b>(1,575)</b>
Published Materials		25,424	<b>25,424</b>		23,710	<b>23,710</b>		1,714	<b>1,714</b>
<b>Administration Costs Total</b>		<b>57,277</b>	<b>57,277</b>		<b>47,905</b>	<b>47,905</b>		<b>9,372</b>	<b>9,372</b>
<b>Payment to Third Parties</b>									
Payment to Others / Grants					150	150		(150)	<b>(150)</b>
<b>Payment to Third Parties Total</b>					<b>150</b>	<b>150</b>		<b>(150)</b>	<b>(150)</b>
<b>Total Operating Expenditure</b>	<b>2,000</b>	<b>1,732,735</b>	<b>1,734,735</b>		<b>1,535,602</b>	<b>1,535,602</b>	<b>2,000</b>	<b>197,133</b>	<b>199,132</b>
<b>Net Operating Income / (Expenditure)</b>	<b>238,000</b>	<b>4,498</b>	<b>242,498</b>	<b>240,000</b>	<b>182,998</b>	<b>422,998</b>	<b>2,000</b>	<b>178,500</b>	<b>180,499</b>

	2017/18 Budget Full Year			Actuals June 2017 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			
<b>Conservation &amp; Land Use</b>									
Wild Park 2020		500	500		122	122		122	378
Countryside Trust		10,000	10,000				10,000	10,000	
Red Squirrel		5,000	5,000						5,000
Trossachs Water Vole		3,000	3,000						3,000
Mountain Bogs		20,000	20,000		91	91		91	19,909
Land Management		15,000	15,000		35	35	35	70	14,930
<b>Total</b>		<b>53,500</b>	<b>53,500</b>		<b>248</b>	<b>248</b>	<b>10,035</b>	<b>10,283</b>	<b>43,217</b>
<b>Visitor Management</b>									
Respect The Park		60,000	60,000				55	55	59,945
Outdoor Recreation Plan		8,000	8,000	54,903	0	54,903		54,903	(46,903)
Place Enabling	10,000	10,000	20,000						20,000
Education Development		22,000	22,000		13,319	13,319		13,319	8,681
<b>Total</b>	<b>10,000</b>	<b>100,000</b>	<b>110,000</b>	<b>54,903</b>	<b>13,320</b>	<b>68,223</b>	<b>55</b>	<b>68,278</b>	<b>41,723</b>
<b>Visitor Management- Your Park</b>									
Your Park - Monitoring and reporting		25,000	25,000						25,000
Your Park - 3 Lochs Forest Drive Campsite	205,000		205,000						205,000
Your Park - Inveruglas Permit Area Development	63,000		63,000						63,000
Your Park - Tarbet Permit Area Development	42,000		42,000						42,000
Your Park - Future Site Development					(460)	(460)	2,132	1,672	(1,672)
Your Park - Signage	45,000		45,000	3,846	3,509	7,355	20,375	27,730	17,270
Your Park - Permit Area Development	5,000		5,000						5,000
Your Park - Contingency	55,500		55,500						55,500
Your Park Allocations	12,000	(12,000)							
Your Park Communications							943	943	(943)
Your Park Operational Resource Workstream									
<b>Total</b>	<b>427,500</b>	<b>13,000</b>	<b>440,500</b>	<b>3,846</b>	<b>3,049</b>	<b>6,895</b>	<b>23,450</b>	<b>30,345</b>	<b>410,155</b>

	2017/18 Budget Full Year			Actuals June 2017 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			
<b>Estates / Capital Projects</b>									
West Highland Way Upgrades	50,000		50,000						50,000
Estates Management System	2,000	3,000	5,000						5,000
Capitalised Salaries	155,000		155,000						155,000
<b>Total</b>	<b>207,000</b>	<b>3,000</b>	<b>210,000</b>						<b>210,000</b>
<b>Visitor Experience - Tourism</b>									
Gateway Centre	139,393		139,393	(89,417)	(0)	(89,417)	211,720	122,303	17,090
Signature Events		17,000	17,000						17,000
Strategic Projects		7,500	7,500						7,500
Visitor Strategy					380	380		380	(380)
<b>Total</b>	<b>139,393</b>	<b>24,500</b>	<b>163,893</b>	<b>(89,417)</b>	<b>380</b>	<b>(89,037)</b>	<b>211,720</b>	<b>122,683</b>	<b>41,210</b>
<b>Rural Development</b>									
Community Partnership SLA		40,000	40,000						40,000
Callander Landscape Programme		10,637	10,637		15,293	15,293	4,530	19,824	(9,187)
TPO Review		6,000	6,000		922	922	151	1,073	4,927
Grant Schemes	40,000	10,000	50,000				2,449	2,449	47,551
<b>Total</b>	<b>40,000</b>	<b>66,637</b>	<b>106,637</b>		<b>16,215</b>	<b>16,215</b>	<b>7,131</b>	<b>23,346</b>	<b>83,290</b>
<b>Communications</b>									
Gaelic Language Plan		600	600		220	220	32	252	348
<b>Total</b>		<b>600</b>	<b>600</b>		<b>220</b>	<b>220</b>	<b>32</b>	<b>252</b>	<b>348</b>
<b>Corporate Services</b>									
National Park Partnership Plan		5,000	5,000		4,033	4,033	2,100	6,133	(1,133)
<b>Total</b>		<b>5,000</b>	<b>5,000</b>		<b>4,033</b>	<b>4,033</b>	<b>2,100</b>	<b>6,133</b>	<b>(1,133)</b>
<b>Project Total</b>	<b>823,893</b>	<b>266,237</b>	<b>1,090,130</b>	<b>(30,668)</b>	<b>37,465</b>	<b>6,797</b>	<b>254,523</b>	<b>261,320</b>	<b>828,810</b>
<b>Net Project Income / (Expenditure)</b>		<b>(1,090,130)</b>			<b>(6,797)</b>				

**Loch Lomond & the Trossachs National Park  
Statement of Financial Position  
as at 30 June 2017**

	<b>30/06/17</b>	<b>31/03/17</b>
<u>Property, plant and equipment</u>		
Land	1,515,249	1,515,249
Buildings	8,162,306	8,162,306
Motor Vehicles	165,217	165,217
Marine Vehicles	179,943	179,943
IT Hardware	55,812	55,812
Furniture	47,093	47,093
Tools & Equipment	20,907	20,907
	10,146,527	10,146,527
<u>Intangible assets</u>		
Copyright	3,700	3,700
IT Software Systems	47,913	47,913
	51,613	51,613
<b>Total Non-Current assets</b>	<b>10,198,140</b>	<b>10,198,140</b>
<u>Current Assets</u>		
Inventory	7,796	7,796
Trade receivables	2,224	165,573
Other receivables	18,071	4,747
Prepayments and accrued income	18,153	181,265
Bank accounts	356,718	885,703
Imprest accounts	1,025	718
<b>Total Current Assets</b>	<b>403,987</b>	<b>1,245,802</b>
<u>Current Liabilities</u>		
Trade payables	96,736	728,343
Accruals and deferred income	378,098	600,495
Held on behalf of WHW	85,191	84,649
VAT payable/(receivable)	(54,464)	(27,143)
Other payables	7,878	4,872
Suspense accounts	27,646	
<b>Total Current Liabilities</b>	<b>541,085</b>	<b>1,391,216</b>
<b>Net Assets</b>	<b>10,061,042</b>	<b>10,052,726</b>
<u>Taxpayers Equity</u>		
General Reserve	3,554,150	3,545,834
Revaluation Reserve	6,500,892	6,500,892
Donated Asset Reserve	6,000	6,000
<b>Taxpayers Equity</b>	<b>10,061,042</b>	<b>10,052,726</b>
<i>Check</i>		



**Loch Lomond & the Trossachs National Park**

**Cash Flow**

**3 months to 30 June 2017**

	<b>Month</b>	<b>30/06/17</b>	<b>YTD</b>	<b>30/06/17</b>
<u>Cash flows from operating activities</u>				
Operating Income		46,526		156,580
Operating Expenditure		(461,295)		(1,535,602)
Project Income		433,396		433,396
Project Expenditure		(232,720)		(440,194)
<b>Net expenditure before interest</b>			<b>(214,092)</b>	<b>(1,385,820)</b>
<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				
Gateway accounting adjustment (for management accounts purposes)		(407,885)		(407,885)
Pension adjustments in Other Income				
Pension adjustments in Staff Costs				
<b>Adjustments for items not involving the movement of cash</b>			<b>(407,885)</b>	<b>(407,885)</b>
<u>Movements in working capital</u>				
(Increase)/decrease in trade and other receivables		(2,920)		285,815
(Decrease)/increase in trade and other payables		(45,165)		(822,810)
(Increase)/decrease in inventories				
<b>Net Cash Inflow / (Outflow) from Operating Activities</b>			<b>(670,062)</b>	<b>(2,330,700)</b>
<u>Cash flows from investing activities</u>				
Bank Interest received		21		21
Purchase of property, plant & equipment				
Proceeds from property, plant & equipment				
<b>Net Cash (Outflow) / Inflow before Financing</b>			<b>(670,041)</b>	<b>(2,330,679)</b>
Grant in Aid applied to Operating Costs		521,000		1,562,000
Grant in Aid applied to Capital Expenditure		60,000		240,000
Other Grants applied to Capital Expenditure				
			<b>581,000</b>	<b>1,802,000</b>
<b>Net (decrease) / increase in Cash &amp; Cash Equivalents</b>			<b>(89,041)</b>	<b>(528,679)</b>
Cash & Cash Equivalents at the beginning of the period			446,784	886,421
<b>Cash &amp; Cash Equivalents at the end of the period</b>			<b>357,743</b>	<b>357,743</b>
<i>Check</i>				<i>0</i>