



## Report to:

Northwards Housing Board  
11<sup>th</sup> November 2008

## Item No:

# 14g

<b>Title:</b>	Monthly Accounts – September 2008		
<b>Date:</b>	16 <sup>th</sup> October 2008		
<b>Author:</b>	Steve Wood	<b>Tel No:</b>	0161 227 3018
<b>E mail:</b>	<a href="mailto:s.wood@northwardshousing.co.uk">s.wood@northwardshousing.co.uk</a>		
<b>Confidential:</b>	No		
<b>For:</b> (Please tick action required)	<b>NOTING</b> ✓	<b>DISCUSSION</b>	<b>APPROVAL</b>
<b>PURPOSE OF REPORT</b>			
To provide Sub-Committee with the latest financial information against budget and the most recent forecast of the outturn financial position.			
<b>RECOMMENDATION</b>			
That Sub-Committee notes the report.			
<b>IMPLICATIONS</b>			
<b>Equality &amp; Diversity:</b>	None directly		
<b>Financial:</b>	The accounts reflect the latest financial position		
<b>Staffing:</b>	None directly		
<b>Decency Target:</b>	None directly		
<b>Governance:</b>	Review of the accounts is a key part of Governance		
<b>Risk Assessment:</b>	Not controlling costs is considered to be a primary risk		

### Equality & Diversity Implications (Please tick where relevant):

BME	<input type="checkbox"/>	Lesbian/Gay/Bisexual/Transgender	<input type="checkbox"/>
Gender	<input type="checkbox"/>	Single Parents	<input type="checkbox"/>
Age	<input type="checkbox"/>	Domestic Violence	<input type="checkbox"/>
Disability	<input type="checkbox"/>	Alcohol / Drug Mis-users	<input type="checkbox"/>

## Consultation/Consideration:

	Yes, No or N/A:	Name:	Date:
Board:	No		
Area Panel:	No		
Forums:	N/A		
Ward Councillors:	N/A		

## **NORTHWARDS HOUSING MANAGEMENT ACCOUNTS COMMENTARY**

**PERIOD 6 – SEPTEMBER 2008**



### **Summary**

The financial results for the period to September show a deficit of £136,000, performance below budget by £371,000. This is made up of the following elements:

- Income ahead of budget by £171,000 (£3,000 excluding tenants' insurance)
- Employee costs over budget by £63,000
- General expenditure over budget by £209,000 (£56,000 excluding tenants' insurance)
- SLA costs over budget by £106,000
- Repairs over budget by £164,000

The cash position at the end of the period was £3,179,000.

We are forecasting that the repairs and employees expenditure should be back on budget by the end of the year. There is some further work required to bring Supplies and Services back to budget.

### **Income**

Planned external income continues to be reviewed. Other income lines are generally ahead of expected.

### **Expenditure - general**

The key area of additional employee costs are in the rent recovery and ICT teams to deliver performance enhancements and support the reporting work respectively.

There are a number of variations in Supplies and Services costs. The budget overspend is mainly accounted for by Insurance costs which includes the premium for the Tenant Contents Insurance matched by other income. The other significant amount relates to vouchers and consultants costs to be recharged to the capital programme.

SLA costs on Multi Storey security are likely to remain over budget for this current year but future costs are still being reviewed and discussed.

### **Expenditure - repairs**

Continued reviews are underway around both the voids expenditure overspend and the planned repairs headings.

### **Performance**

Weekly cost per unit	£32.20	(target £31.99)	
Right-to Buy sales to date	33	(plan 53)	
Invoices paid within 30 days	99.1%	(target 100%)	2 invoices paid late

BUDGET 2008-09

PERIOD 6 September 08

DETAILED SUMMARY - NORTHWARDS HOUSING

DESCRIPTION	Actual YTD £	Budget YTD £	Variance £	Budget 2008-09 £	Outturn Forecast 2008-09 £	Variance £
<b>1.INCOME</b>						
Contract Fee	(9,838,140)	(9,837,350)	(790)	(19,674,700)	(19,676,280)	(1,580)
Neighbourhood Wardens Funding	(352,100)	(300,000)	(52,100)	(300,000)	(352,100)	(52,100)
<b>MCC Funding</b>	(10,190,240)	(10,137,350)	(52,890)	(19,974,700)	(20,028,380)	(53,680)
Passported People Income	(19,758)	(24,270)	4,512	(48,539)	(39,516)	9,023
SP Wardens Sheltered Wardens	(307,605)	(280,095)	(27,510)	(560,190)	(615,209)	(55,019)
Multi-storey Licence Income	(34,479)	(34,479)	-	(68,958)	(68,958)	-
Hospital Discharge Flat	(900)	(2,000)	1,100	(4,000)	(1,800)	2,200
Other Income	(38,036)	(93,588)	55,552	(187,176)	(75,027)	112,149
Eastlands Homes Income	(117,027)	(31,500)	(85,527)	(63,000)	(234,053)	(171,053)
Mortgage Reference Income	(210)	(750)	540	(1,500)	(420)	1,080
Capital Programme Contribution	(1,834,142)	(1,879,090)	44,948	(3,758,180)	(3,668,284)	89,896
Bank Interest Receivable	(70,561)	(78,000)	7,439	(156,000)	(141,122)	14,878
Insurance Income	(167,974)	-	(167,974)	-	(335,948)	(335,948)
External Income	(115,271)	(163,804)	48,533	(327,608)	(243,774)	83,834
<b>TOTAL INCOME</b>	<b>(12,896,201)</b>	<b>(12,724,926)</b>	<b>(171,276)</b>	<b>(25,149,851)</b>	<b>(25,452,491)</b>	<b>(302,640)</b>
<b>2.EXPENDITURE</b>						
<b>Employees</b>						
Salaried	4,823,797	4,991,338	(167,540)	10,221,315	9,862,489	(358,826)
Agency	241,025	10,250	230,775	20,500	482,050	461,550
<b>Employees</b>	<b>5,064,822</b>	<b>5,001,588</b>	<b>63,235</b>	<b>10,241,815</b>	<b>10,344,539</b>	<b>102,724</b>
<b>Premises</b>						
General Premise Repairs	7,153	12,550	(5,397)	25,100	14,306	(10,794)
Gas	2,069	1,175	894	2,350	4,139	1,789
Electricity	16,692	16,785	(93)	33,569	33,384	(185)
Oil	-	-	-	-	-	-
Property Rents	180,408	185,783	(5,376)	394,400	372,232	(22,168)
Rates	45,521	43,694	1,827	87,387	91,042	3,655
Water	22,292	4,811	17,481	9,622	32,931	23,309
Contract Cleaning	14,897	15,148	(250)	30,295	29,795	(500)
Window Cleaning	1,310	3,619	(2,309)	7,237	2,620	(4,617)
Refuse Removal	3,515	900	2,615	1,800	7,030	5,230
Cleaning & Domestic Materials	4,682	2,900	1,782	5,800	9,363	3,563
Rodent & Pest Control	442	138	305	275	884	609
Cleaning Equipment	543	522	21	1,043	1,086	43
Security Costs	2,242	2,522	(279)	5,043	4,485	(558)
Storage Costs	182	-	182	-	364	364
Hire of Premises	1,585	2,003	(418)	4,005	3,169	(836)
Caretakers Council Tax	7,761	7,930	(169)	15,860	15,521	(339)
Council Tax Void Properties	-	-	-	-	-	-
<b>Premises</b>	<b>311,293</b>	<b>300,476</b>	<b>10,817</b>	<b>623,786</b>	<b>622,350</b>	<b>(1,436)</b>
<b>Transport</b>						
Motor Repairs	497	750	(253)	1,500	994	(506)
Fuel Costs	1,697	5,340	(3,643)	10,680	3,393	(7,287)
Road Fund Licence	30	113	(83)	225	60	(165)
Motor Insurance	8,997	9,632	(634)	10,400	9,942	(458)
Other Vehicle Running Costs	1,378	2,525	(1,147)	5,049	2,756	(2,293)
Accident Repairs	130	-	130	-	260	260
Vehicle Hire Costs	1,439	1,118	322	2,235	2,879	644
Taxi Expenses	3,428	2,778	650	5,425	6,857	1,432
Rail Expenses	2,534	-	2,534	-	5,067	5,067
Other Public Transport Costs	133	2,580	(2,447)	5,160	267	(4,893)
Car Allowances	75,069	69,025	6,045	165,559	180,213	14,654
Coach Hire	297	788	(491)	1,450	593	(857)
Car Parking Costs	842	700	142	1,400	1,685	285
<b>Transport</b>	<b>96,472</b>	<b>95,346</b>	<b>1,126</b>	<b>209,083</b>	<b>214,967</b>	<b>5,884</b>

<b>Supplies &amp; Services</b>						
Recruitment Expenses	8,331	-	8,331	-	16,661	16,661
Training Expenses	38,668	52,200	(13,532)	104,400	74,075	(30,325)
Recruitment Advertising	14,270	20,250	(5,980)	40,500	28,540	(11,961)
Equipment	3,381	2,200	1,181	4,400	6,762	2,362
Furniture	6,447	-	6,447	-	12,894	12,894
Clothing, Uniform and Laundry costs	5,888	4,438	1,451	8,875	11,777	2,902
Photocopying	23,951	20,236	3,715	40,472	47,902	7,430
Printing	32,947	44,100	(11,153)	88,200	65,894	(22,306)
Publicity	41,543	31,829	9,714	63,658	108,086	44,428
Books & Publications	8,385	5,900	2,485	11,800	16,771	4,971
Stationery	22,313	24,104	(1,790)	48,207	44,627	(3,580)
General Office Expenses	11,897	11,900	(3)	23,800	23,785	(15)
Signing/ Interpreter Fees	5,050	7,150	(2,100)	14,300	10,100	(4,200)
Postage	22,681	20,115	2,566	40,229	45,361	5,132
Courier Fees	749	52	697	104	1,497	1,393
Telephones	36,262	42,826	(6,564)	85,652	72,523	(13,129)
Mobile telephones	20,279	19,198	1,082	38,395	40,558	2,163
Computer Equipment	2,950	-	2,950	-	5,899	5,899
Other IT Costs	36,435	54,512	(18,077)	109,023	72,869	(36,154)
Internet Access	3,043	180	2,863	360	6,087	5,727
Subsistence and Conference Expenses	630	-	630	-	1,261	1,261
Sundry Expenses	5,819	27	5,792	54	11,639	11,585
Membership Fees	15,538	14,495	1,043	28,989	43,381	14,392
Compensation to Tenants	2,188	-	2,188	-	4,376	4,376
Tenants & Resident Association Grants	1,576	6,285	(4,709)	12,570	3,153	(9,417)
Cash Collection Costs	2,495	-	2,495	-	4,990	4,990
Conference Fees	5,454	11,108	(5,654)	22,550	10,909	(11,641)
Neighbourhood Wardens Security	164	100	64	200	328	128
Medical Fees	1,948	3,666	(1,718)	7,332	3,895	(3,437)
Neighbourhood Wardens GPS Phones	2,202	3,000	(798)	6,000	4,403	(1,597)
Catering	7,288	4,575	2,713	9,149	14,575	5,426
Decorating Vouchers	50,106	25,001	25,106	50,001	100,212	50,211
Staff Briefings and away days	22,615	15,675	6,940	31,350	43,668	12,318
Board and Area Panel Training and expenses	639	700	(61)	1,400	1,278	(122)
Tenants Handbooks	-	2,500	(2,500)	5,000	5,000	-
Eric Hobin Community Sponsorship	2,990	5,000	(2,010)	10,000	5,979	(4,021)
Resource Pool	-	54,739	(54,739)	109,477	1,875	(107,602)
Consultant fees	91,689	41,939	49,750	83,878	179,518	95,640
Professional Fees	13,111	29	13,082	58	26,222	26,164
External Audit Fees	464	200	264	19,400	19,928	528
Internal Audit Fees	-	-	-	29,000	29,000	-
Taxation Fees	-	-	-	5,000	5,000	-
Bank Charges	3,145	4,500	(1,355)	9,000	6,291	(2,709)
Tenants Survey and Profiling Fees	24,786	12,500	12,286	25,000	24,786	(214)
Insurance	507	-	507	50,000	51,015	1,015
Reward Scheme Recharges	9,000	2,501	6,500	5,001	18,000	12,999
MWL	14,221	-	14,221	-	28,443	28,443
Insurance Expenditure	152,776	-	152,776	-	305,553	305,553
Capital Programme Fan Heaters	200	-	200	-	400	400
Board Appraisal Costs	-	2,500	(2,500)	5,000	5,000	-
Board Election Costs	-	5,500	(5,500)	11,000	-	(11,000)
AGM	-	1,725	(1,725)	3,450	3,450	-
Youth Strategy Budget	-	3,872	(3,872)	7,744	-	(7,744)
Savings	-	(17,628)	17,628	(35,256)	-	35,256
<b>Supplies &amp; Services</b>	<b>777,021</b>	<b>565,694</b>	<b>211,327</b>	<b>1,234,722</b>	<b>1,676,197</b>	<b>441,475</b>
<b>Projects</b>	<b>35,139</b>	<b>27,100</b>	<b>8,039</b>	<b>226,750</b>	<b>94,994</b>	<b>(131,756)</b>
<b>Shout Management Fee</b>	<b>66,862</b>	<b>88,542</b>	<b>(21,680)</b>	<b>118,056</b>	<b>89,149</b>	<b>(28,907)</b>
<b>Service Level Agreements</b>						
Web Services	23,059	26,023	(2,964)	52,046	46,119	(5,927)
Pubs & Design	20,375	28,765	(8,389)	57,529	40,750	(16,779)
Repairs Chasers	46,259	45,246	1,014	90,491	92,518	2,027
Neighbour Nuisance	165,208	180,250	(15,042)	360,500	330,416	(30,084)
Mediation service	14,375	17,073	(2,698)	34,145	28,750	(5,395)
Manchester Housing Register	35,834	35,834	-	71,667	71,667	-
Homefinder Service	75,000	75,000	-	150,000	150,000	-
Mobile Cleaning	145,823	143,546	2,277	287,092	291,646	4,554
Vehicle SLA	12,776	13,321	(545)	26,642	25,552	(1,090)
Call Centre	522,041	510,606	11,436	875,324	894,928	19,604
Street Lighting	1,204	1,204	-	2,407	2,407	-
Maintenance and Play area development	11,048	11,048	-	22,096	22,096	-
Technical Services - Highways costs	12,108	12,108	-	24,215	24,215	-
Multi Storey Security	211,599	112,992	98,607	225,983	361,733	135,750
Cash Receipting	180	180	-	360	360	-
Legal Costs	95,227	102,500	(7,273)	205,000	190,454	(14,546)

Payroll Costs	8,347	7,911	437	15,821	16,694	873
Girobank Charges & Rent Stationery	55,151	32,960	22,191	65,920	65,920	-
Council tax payments on void properties	72,500	72,500	-	145,000	145,000	-
CTU Support - PC	120,750	120,750	-	241,500	247,500	6,000
Comino Support	72,500	72,500	-	145,000	145,000	-
Community alarm support service	59,404	57,966	1,438	115,931	106,752	(9,179)
Multi Storey Energy Costs	80,500	80,500	-	161,000	161,000	-
Homeless Families Dispersed Accommodation	37,216	31,591	5,625	63,181	74,432	11,251
Efficiency Saving						
	<b>1,898,483</b>	<b>1,792,369</b>	<b>106,115</b>	<b>3,438,850</b>	<b>3,535,909</b>	<b>97,059</b>
<b>Repairs &amp; Maintenance</b>						
Responsive Maintenance General	1,826,300	1,797,350	28,950	3,594,700	4,126,341	531,641
Responsive Maintenance Voids	1,776,405	1,069,265	707,140	2,138,530	2,233,436	94,906
Responsive Maintenance Other	149,142	102,868	46,274	205,735	344,209	138,474
Planned Maintenance	263,124	769,220	(506,096)	1,538,440	1,092,023	(446,417)
Environmental	761,831	852,133	(90,302)	1,620,170	1,342,790	(277,380)
Planned Maintenance	4,948	19,667	(14,718)	41,500	41,500	-
Resource Pool (Sanctuary)	-	7,500	(7,500)	15,000	15,000	-
	<b>4,781,750</b>	<b>4,618,002</b>	<b>163,749</b>	<b>9,154,075</b>	<b>9,195,299</b>	<b>41,224</b>
<b>TOTAL EXPENDITURE</b>	<b>13,031,844</b>	<b>12,489,117</b>	<b>542,727</b>	<b>25,247,137</b>	<b>25,773,404</b>	<b>526,267</b>
<b>NET EXPENDITURE</b>	<b>135,643</b>	<b>(235,809)</b>	<b>371,451</b>	<b>97,286</b>	<b>320,913</b>	<b>223,627</b>

REPAIRS & MAINTENANCE - SUMMARY

DESCRIPTION	Actual YTD £	Budget YTD £	Variance £	Budget 2008-09 £	Outturn Forecast 2008-09 £	Variance £
<b>HRR</b>						
<b>Responsive Maintenance General</b>						
Day to Day Band 1- Jobs Under £100	1,562,080	1,551,849	10,231	3,103,698	3,615,154	511,456
Emergency Call Out	164,002	148,499	15,503	296,997	327,306	30,309
Emergency Day Time	115,967	146,653	(30,686)	293,305	234,846	(58,459)
Lift Repairs	42,683	28,350	14,333	56,700	89,049	32,349
Service Charges	-	(8,000)	8,000	(16,000)	(13)	15,987
House 90 Repairs Income	-	(15,000)	15,000	(30,000)	(30,000)	-
Multi Storey Licence Income	-	-	-	-	-	-
Aerial Income	-	(55,000)	55,000	(110,000)	(110,000)	-
	<b>1,884,731</b>	<b>1,797,350</b>	<b>87,381</b>	<b>3,594,700</b>	<b>4,126,341</b>	<b>531,641</b>
<b>Responsive Maintenance Voids</b>						
Relet Buildings	1,738,985	944,265	794,720	1,888,530	2,233,436	344,906
Major Voids Work	-	125,000	(125,000)	250,000	-	(250,000)
Victoria Ave Blocks contract	37,420	-	37,420	-	-	-
	<b>1,776,405</b>	<b>1,069,265</b>	<b>707,140</b>	<b>2,138,530</b>	<b>2,233,436</b>	<b>94,906</b>
<b>Responsive Maintenance - Other</b>						
DLO Computer	-	-	-	-	-	-
Multi storey security	-	-	-	-	-	-
Legal & Compensation Claims	149,142	102,868	46,274	205,735	344,209	138,474
	<b>149,142</b>	<b>102,868</b>	<b>46,274</b>	<b>205,735</b>	<b>344,209</b>	<b>138,474</b>
<b>Planned Maintenance</b>						
PSSM Schemes	-	54,500	(54,500)	109,000	-	(109,000)
Higher Blackley Asbestos Removal	10,228	3,000	7,228	6,000	13,938	7,938
Communal Areas Redecoration	-	25,000	(25,000)	50,000	-	(50,000)
Programmed Repairs	-	94,000	(94,000)	188,000	-	(188,000)
Revenue Servicing - Lifts	16,045	32,130	(16,085)	64,260	35,878	(28,382)
Revenue Servicing - Electrical Testing	92,156	104,455	(12,299)	208,910	44,276	(164,634)
Revenue Servicing - Lightning Protection	-	-	-	-	-	-
Revenue Servicing - Mechanical Services	-	35,000	(35,000)	70,000	140,000	70,000
Revenue Servicing - Gas	135,000	373,000	(238,000)	746,000	760,000	14,000
Revenue Servicing - Communal Boiler & Plant	-	-	-	-	-	-
Revenue Servicing - CCTV & Door Entry	(12,675)	19,635	(32,310)	39,270	53,190	13,920
Revenue Servicing - Legionella	8,744	12,500	(3,756)	25,000	17,488	(7,512)
Revenue Servicing - Inspection & Testing TV/S	4,111	12,000	(7,889)	24,000	8,221	(15,779)
Revenue Servicing - Domestic Lifts	9,516	4,000	5,516	8,000	19,031	11,031
Boiler Replacement / Electrical Servicing	-	-	-	-	-	-
Servicing of heat meters	-	-	-	-	-	-
	<b>263,124</b>	<b>769,220</b>	<b>(506,096)</b>	<b>1,538,440</b>	<b>1,092,023</b>	<b>(446,417)</b>
<b>TOTAL PSSM</b>	<b>4,073,402</b>	<b>3,738,703</b>	<b>334,699</b>	<b>7,477,405</b>	<b>7,796,009</b>	<b>318,604</b>
<b>PLSM</b>						
<b>Environmental</b>						
Concessionary Gardening	167,130	126,143	40,987	168,191	182,259	14,068
Environmental Works	202,075	115,144	86,931	230,288	348,822	118,534
Void Gardening	30,593	55,390	(24,797)	110,780	75,426	(35,354)
Fencing	182,579	151,871	30,709	303,741	348,382	44,641
	<b>582,377</b>	<b>448,548</b>	<b>133,829</b>	<b>813,000</b>	<b>954,889</b>	<b>141,889</b>
<b>Crime &amp; Disorder</b>						
Concessionary Decorating	39,665	61,000	(21,335)	122,000	17,548	(104,452)
Decorating Materials	38,019	47,850	(9,831)	95,700	134,253	38,553
Relet Security	42,051	105,735	(63,684)	211,470	149,994	(61,476)
Trees	57,649	80,000	(22,351)	160,000	86,107	(73,893)
Spring Clean Up	-	60,000	(60,000)	120,000	-	(120,000)
Demolition Site Maintenance	-	4,500	(4,500)	9,000	-	(9,000)
Environmental Clean Up	-	14,500	(14,500)	29,000	-	(29,000)
Gardening Competition	-	25,000	(25,000)	50,000	-	(50,000)
	2,069	5,000	(2,931)	10,000	-	(10,000)
	<b>179,454</b>	<b>403,585</b>	<b>(224,131)</b>	<b>807,170</b>	<b>387,902</b>	<b>(419,268)</b>
<b>TOTAL PLSM</b>	<b>761,831</b>	<b>852,133</b>	<b>(90,302)</b>	<b>1,620,170</b>	<b>1,342,790</b>	<b>(277,380)</b>
<b>PLANNED MAINTENANCE - RETIREMENT/C</b>	<b>4,948</b>	<b>19,667</b>	<b>(14,718)</b>	<b>41,500</b>	<b>41,500</b>	<b>(381,832)</b>
<b>TOTAL EXPENDITURE - REPAIRS &amp; MAINT</b>	<b>4,840,181</b>	<b>4,610,502</b>	<b>229,680</b>	<b>9,139,075</b>	<b>9,180,299</b>	<b>41,224</b>