Craigdale Housing	Associa	tion Limited	高点	
Report To:	Audit &	Audit & Assurance Committee Meeting		
Meeting Date:	Monda	Monday 18 <sup>th</sup> November 2024		
Agenda Item:	8a	8a Management Accounts: Quarter 2, 30 <sup>th</sup> September 2024		
Author:	France	Frances Cunningham, Corporate Manager		
Status:	Confidential ✓			
	Non-Co	onfidential		
For:	Approval			
	Discussion			
	Noting			

### STATEMENT OF COMPREHENSIVE INCOME

The budget for the 6 months to 30 September 2024 projects a surplus of around £73k. The actual results for the same period show a surplus of around £94k. There is therefore a positive variance for the year to date of around £21k (June 24 £14k).

This variance arises primarily from the following items-

- Lower management costs £6k
- Lower overall repair costs £3k
- Lower bad debt costs £3k
- Lower wider action/community costs £3k
- Lower net interest costs £6k

Details of main variances are noted within the management accounts attached.

### STATEMENT OF FINANCIAL POSITION

The Statement of Financial Position at 30 September 2024 is showing net assets of around £7.84m.

Capital spend for the year of £185k under budget. This is primarily due to lower than anticipated spend on Glenacre Road development. Costs to date include three boiler replacements, three bathroom replacements plus contact costs for bathrooms. The first valuation has been paid on the Glenacre development (CHA out of pocket currently).

The cash position of the Association is showing a positive variance of around £41k and remains healthy at £1.98m.

Debtors currently stand at £84k and short-term creditors at £188k. A breakdown of what makes up these figures can be seen on page 4a of the accounts.

Long term loans now stand at £3.2m and the pension liability is currently showing a balance of £140k.

Deferred Capital Grant Income is showing on the Balance Sheet at £11.5m.

### FINANCIAL RATIOS

There are no material concerns regarding any of the ratio results noted on page 8.

Main issue is the overspend on garden maintenance and the non-budgeted costs incurred for major repairs (£69k).

### FINANCIAL COVENANTS

There are no issues regarding loan covenant compliance for the period. Covenants are monitored during the year and formally tested based on the annual accounts.

FMD Financial Services Limited November 2024

### CRAIGDALE HOUSING ASSOCIATION LTD. STATEMENT OF COMPREHENSIVE INCOME TO 30 September 2024

Quarter 2, 1st April 2024 to 30th September 2024

Annual budget  £ 2,449,328 Turnover		Est to date £ 1,223,493	Act to date £ 1,221,822	<b>Variance £</b> (1,671)
(2,051,812) Less: Operating Costs		(1,068,840)	(1,052,491)	16,349
397,516 Operating Surplus		154,653	169,331	14,678
0 Gain/(Loss) on Disposal of Assets 45,000 Interest Receivable (208,847) Interest Payable 0 Other Finance Charges	(1) (2)	0 22,500 (104,424) 0	0 27,423 (103,116) 0	0 4,923 1,307 0
233,669	_	72,730	93,638	20,908

# CRAIGDALE HOUSING ASSOCIATION LTD. INCOME AND EXPENDITURE TO 30 September 2024 Quarter 2, 1st April 2024 to 30th September 2024

(1) - (2) - (3) -	to date  £ 1,014,944 0 1,014,944 (5,075) 1,009,869 203,624 10,000 1,223,493	Act to date Vi £ 1,014,546 0 1,014,546 (2,691) 1,011,854 203,624 6,254	(398) (398) (398) 2,383 1,986
(2)_	1,014,944 0 1,014,944 (5,075) 1,009,869 203,624 10,000	1,014,546 0 1,014,546 (2,691) 1,011,854 203,624	(398) (398) (398) 2,383 1,986
(2)_	1,014,944 0 1,014,944 (5,075) 1,009,869 203,624 10,000	1,014,546 0 1,014,546 (2,691) 1,011,854 203,624	(398) (398) 2,383 1,986
(2)_	0 1,014,944 (5,075) 1,009,869 203,624 10,000	0 1,014,546 (2,691) 1,011,854 203,624	(398) 2,383 1,986
- · · · ·	1,014,944 (5,075) 1,009,869 203,624 10,000	1,014,546 (2,691) 1,011,854 203,624	(398) 2,383 1,986
- · · · ·	(5,075) 1,009,869 203,624 10,000	(2,691) 1,011,854 203,624	2,383 1,986
- · · · ·	1,009,869 203,624 10,000	1,011,854 203,624	1,986
(3)_	203,624 10,000	203,624	
(3) _ -	10,000		(0)
-			(3,746
_		1,221,733	(1,760)
			( -,,
(4)	451,649	445,272	6,377
(5)	115,299	103,951	11,348
(5)	107,346	112,922	(5,576)
(5)	68,640	71,637	(2,997)
(3)	9,091	5,686	3,405
	309,140	309,140	(0)
	5,075	3,845	1,230
-	1,066,240	1,052,453	13,787
-	157,253	169,280	12,027
	Est	Act	
	to date	to date Va	ariance
	£	£	£
(1)	0	89	89
	0	0	0
_	0	89	89
	0	0	0
			-
(2)			2,562
(~)			2,302
-			2,562
-		30	2,302
_	(2,600)	51	2,651
	(5) (3)	(5) 68,640 (3) 9,091 309,140 5,075 1,066,240 157,253 Est to date £ (1) 0 0	(5) 68,640 71,637 (3) 9,091 5,686 309,140 309,140 5,075 3,845  1,066,240 1,052,453  157,253 169,280  Est Act to date Value  £ £ (1) 0 89 0 0 0 89  0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0

#### CRAIGDALE HOUSING ASSOCIATION LTD. Income and Expenditure Analysis Quarter 2, 1st April 2024 to 30th September 2024

### Lettings

- 1 Rental Income is slightly lower than budgeted. This is due to rent registration properties.
- 2 Void Loss is currently £2.4k under budget. There have been fewer voids than anticipated.
- 3 Medical Adaptions Income and Expense are lower than expected.
  Fewer jobs than anticipated in the year to date. The funding allocation is lower than budget by circa £8k.
- 4 Management Costs are £6.4k under budget.
  Pages 6 and 7 of the accounts provide further details.
- 5 Maintenance Costs over budget by £2.8k. More detail is included on pages 6 & 7.

#### Other Activities

- 1 Factoring income relates to a small adjustment from year end.
- 2 Other expenditure relates to Dollywood books and LENS camera club.

### Other non operating income and expenditure

- 1 Interest Receipts £4.9k over budget due to increases in interest rates. This includes deposit accruals.
- 2 Interest Payments under budget by £1.3k.

## CRAIGDALE HOUSING ASSOCIATION LTD. Statement of Financial Position as at Quarter 2, 1st April 2024 to 30th September 2024

### 30 September 2024

Annual		Est	Act	
budget		to date	to date	Variance
£	Fixed Assets	£	£	£
31,454,960	<b>Housing Properties - Gross Cost</b>	31,356,920	31,035,824	(321,096)
(10,919,968)	Depreciation	(10,610,828)	(10,508,856)	101,972
20,534,992		20,746,092	20,526,968	(219,124)
337,786	Other Non Current Assets	331,973	350,473	18,499
20,872,778	Total Fixed Assets	21,078,065	20,877,441	(200,625)
	<b>Current Assets</b>			
95,117	Receivables	95,117	84,103	(11,014)
2,023,532	-	1,946,813	1,988,076	41,263
2,118,649		2,041,930	2,072,179	30,249
	Liabilities < One Year			
(254,806)	Misc Payables	(254,806)	(188,393)	66,413
0	Loans	0	0	0
(254,806)		(254,806)	(188,393)	66,413
1,863,843	Net Current Assets	1,787,124	1,883,786	96,663
	Total Assets Less			
22,736,620	Current Liabilities	22,865,189	22,761,227	(103,962)
	Liabilities > One Year			
(3,121,072)	Loans	(3,206,956)	(3,205,848)	1,108
(57,000)	Pension Liability	(57,000)	(140,000)	(83,000)
(3,178,072)		(3,263,956)	(3,345,848)	(81,892)
	Deferred Income			
(11,412,583)	HAG	(11,616,208)	(11,571,033)	45,175
(171,500)	Other Capital Grants	(171,500)	-	171,500
(11,584,083)		(11,787,708)	(11,571,033)	216,675
7,974,465		7,813,526	7,844,347	30,821
	-			
	Capital and Reserves			
79	Share Capital	79	78	-1
	Reserves	7,813,447	7,844,269	30,822
7,974,465	-	7,813,526	7,844,347	30,821
	=	The state of the s		-

### CRAIGDALE HOUSING ASSOCIATION LTD. Balance Sheet Analysis Quarter 2, 1st April 2024 to 30th September 2024

1 Component Expenditure	Budget	Actual
	£	£
Boilers	0	6,591
Kitchens	0	0
Bathrooms	68,040	21,600
Glenacre Road	191,614	72,905
Other	30,000	3,941
	289,654	105,036

There has been three boiler replacements in the year to date.

Bathroom costs relate to contract works (£9k) and three bathroom replacements (£12.6k).

Costs for Glenacre road relate to fees and valuation payments.

Other costs relate to Pre contract QS fees for heating installation contract (£750) and valuation costs for heating installation contract (£3,191).

### 2 Other Fixed Assets

	Budget	Actual
	£	£
Computer Equipment	5,800	9,455
	5,800	9,455

Costs to date relate to IT Development work (£5k). This relates to moving from a server to a cloud based platform. There have also been IT equipment costs of £4.4k. This includes laptops, netbooks, tablets etc.

### 3 Summary of Cash Balances

Account	£
Current Accounts	61,125
Investment Account	315,025
Community Account	0
6 Month Deposit	516,640
Rent Account	169,205
Allpay	30,231
Nationwide Deposit-instant access	100,000
Petty Cash	164
Loan WIP Accounts	17,544
Factoring Account	4,828
Deposit Account	773,314
	1,988,076

Funds of £517k are on deposit until June 2025 at a rate of 4.37%. Further funds of £773k are on deposit until October 2024 at a rate of 3.5%. Interest has been accrued on deposits.

## CRAIGDALE HOUSING ASSOCIATION LTD. Balance Sheet Analysis Quarter 2, 1st April 2024 to 30th September 2024

4 Receivables	£
Rent Arrears	67,324
Rent Rec Variances-Allpay	(2,016)
Bad Debt Provision - Rent	(15,533)
Factoring Arrears	12,846
Rechargeable Repairs	2,112
Bad Debt Provision - Other	(15,217)
Sundry Debtors	34,587
Suspense - Insurance	0
	84,103

Sundry debtors primarily relates to interest accruals of £24k, and £6.2k of stage 3 accruals and £4.4k of other accruals.

5 Short Term Payables	£
Rent Prepayments	91,054
Factoring Prepayments	4,193
Factoring Floats	662
Sundry Creditors	4,705
Purchase Ledger Control Account	87,778
	188,393

Sundry Creditors include £2.7k holiday accruals and £2k of other accruals.

Purchase Ledger Control Account includes payments for invoices approved but not paid at end of September.

### 6 Rent arrears analysis

	Total £	Technical £	Net Total £	Tenant Credits £
1 June 24	73,598	8,833	64,765	95,147
<ul><li>2 September 24</li><li>0 December 24</li><li>0 March 25</li></ul>	67,324	8,866	58,458 0 0	91,054
	Jun 24	Sept 24	Dec 24	Mar 25
Gross Arrears %	3.63%	3.32%	0.00%	0.00%
Technical Arrears %	0.44%	0.44%	0.00%	0.00%
Net Arrears %	3.19%	2.88%	0.00%	0.00%
Annual Rental Income	2,029,887	2,029,887	2,029,887	1,014,546

# CRAIGDALE HOUSING ASSOCIATION LTD. Cashflow Statement to 30 September 2024 Quarter 2, 1st April 2024 to 30th September 2024

Budget £		Est Ytd £	Act Ytd £	Variance £
N	et Cashflow from Operating Activities			
397,516	Operating Surplus	154,653	169,331	14,678
618,280	Depreciation - Housing	309,140	309,140	0
16,727	Depreciation - Other	8,364	8,364	<b>#</b>
(407,249)	Amortisation of Grants	(203,624)	(203,624)	0
-	Increase/(Decrease) in Creditors	-	(57,773)	(57,773)
-	(Increase)/Decrease in Debtors	<u>~</u>	54,239	54,239
-	PSD Payments	-	-	-
	Other Finance Charges		-	0
625,274		268,533	279,677	11,144
In	vesting Activities			
(191,614)	Construction of New Properties	(191,614)	(72,905)	118,709
-	Purchase of Property	-	-	-
(196,080)	Other Capital Expenditure - Housing	(98,040)	(32,132)	65,908
(19,976)	Capital Expenditure - Other	(5,800)	(9,455)	(3,655)
191,614	Capital Grant Income	191,614	-	(191,614)
	Sales Income	-	-	-
(216,056)		(103,840)	(114,491)	(10,651)
Fir	nancing Activities			
45,000	Interest Received	22,500	27,423	4,923
(208,847)	Interest Paid	(104,424)	(103,116)	1,307
(171,767)	Loan Repayments	(85,884)	(83,970)	1,913
_	Share Capital	-	(1)	(1)
-	Loan Drawdown	-	-	-
(335,614)		(167,807)	(159,664)	8,143
73,604 In	crease/(Decrease) in Cash	(3,114)	5,521	8,635
	osing Cash Balance	1,946,813	1,988,076	41,263
	pening Cash Balance	1,949,927	1,982,555	32,628
73,604		(3,115)	5,521	8,635

### CRAIGDALE HOUSING ASSOCIATION LTD.

**Management Expenses to** 

30 September 2024

Quarter 2, 1st April 2024 to 30th September 2024

Annual			Est	Act	
budget			to date	to date	Variance
£	STAFF COSTS		£	£	£
342,205	Salaries		171,103	164,826	6,277
30,927	<b>Employer National Insurance</b>		12,964	12,411	552
27,712	<b>Employer Pensions</b>		13,856	12,111	1,744
	DB Pension Costs	_	0	0	
400,844	-	(1)	197,922	189,349	8,573
1,256	Expenses	(2)	628	1,607	(980)
402,099			198,550	190,956	7,594
75,425	3 ,	(3)_	41,097	24,806	16,291_
477,524	-	_	239,646	215,762	23,885
	ESTATE COSTS				
179,478		(4)	89,739	90,501	(762)
51,120		(4)	25,560	13,450	12,110
226,116		(5)	107,346	112,922	(5,576)
137,280	· ·	(6)	68,640	71,637	(2,997)
18,182	ES TO THE TOTAL PROPERTY OF THE PROPERTY OF TH	(7)	9,091	5,686	3,405
618,280	The second state of the se	(1)	309,140	309,140	(0)
4,500			2,250	2,385	(135)
68,962		(8)	68,962	68,814	149
5,000	3	(0)	2,500	342	2,158
10,149			5,075	3,845	1,230
10,149			3,073	3,643	1,230
1,319,067	-	-	688,302	678,721	9,581
1,313,007	-	-	000,302	070,721	3,301
	OVERHEADS				
1,500	Advertising		750		750
16,930	Audit Fees	(9)	8,465	3,696	4,769
2,000	Bank Charges		1,000	1,005	(5)
16,727	Depreciation - Other Fixed Assets		8,364	8,364	="
5,000	General Expenses	(10)	2,500	2,919	(419)
1,500	General Expenses - Committee		750	767	(17)
12,466	Heating, Lighting, Cleaning	(11)	6,233	8,413	(2,180)
26,562	Insurance - Other	(8)	26,562	21,955	4,607
1,500	Legal fees - Other		750		750
1,000		(12)	500	5,923	(5,423)
48,278	1990	(13)	24,139	36,654	(12,514)
11,613			5,807	3,486	2,321
38,144		(14)	19,072	29,324	(10,252)
7,000			3,500	2,108	1,392
3,000	· ·		1,500	1,668	(168)
10,000		(15)	5,000	495	4,505
10,000		(16)	5,000	2,761	2,239
8,000		(17)	4,000	980	3,020
14,200		(18)	7,100	16,902	(9,802)
11,000	•	(19)	5,500	10,551	(5,051)
246 420	-	_	126 401	157.070	(24.470)
246,420	-	_	136,491	157,970	(21,479)
	OTHER OPERATING COSTS				
3,600		(20)	1,800	0	1,800
5,200	· ·	(21)	2,600	38	2,562
0			0	0	-
8,800		_	4,400	38	4,362
	*	_			
2.054.040	TOTAL MANACEMENT EVERNESS	_	1 060 040	1 052 401	16 240
2,051,812	TOTAL MANAGEMENT EXPENSES	=	1,068,840	1,052,491	16,349

### CRAIGDALE HOUSING ASSOCIATION LTD. Management Expenses - Variance Analysis Quarter 2, 1st April 2024 to 30th September 2024

1. Salaries	8,573		Salaries are under budget in the year to date as the budget included a vacant post which was not filled in Q1. Additionally, one member of staff reduced their hours in the quarter. This has led to further salary and pension savings in the year to date. Although savings are made in salaries there will be additional staff recruitment costs in the year.				
2. Expenses	(980)	Over Budget	Expenses relate to mileage, subsistence and oth	ner travel o	osts.		
3. Agency Staff	16,291	Under Budget	Finance Services Welfare Rights Development Officer Finance costs are lower than anticipated in the y	year to da		15,653 9,153 0 24,806 hts is slightl	4,794 1,497 10,000 16,291 y lower than
4. Reactive & Void Repairs	11,348	Under Budget	budgeted for. There have been no developmen Reactive costs are over budget by £0.7k. Voids a				the year.
5. Cyclical Maintenance	(5,576)	Over		Est	Actual	Va	riance
		Budget	Emergency Repairs Callout Service & Alarms		4,715	4,008	707
			Garden Maintenance	7	23,330	48,918	(25,588)
			Close Cleaning, De-littering		30,600	29,924	676
			Annual Deep Clean Closes		242	0	242
			Bulk Uplift		7,316	0	7,316
			Gas Quality Control Checks		1,278	0	1,278
			Gas Servicing		10,143	12,862	(2,719)
			Energy Performance Certificates		6,390	2,478	3,912
			Stairlighting		12,218	0	12,218
			Gutter Cleaning		5,635	0	5,635
			Electrical Safety Checks (Phase 3, 4, 5-Feb 2025)		0	10,042	(10,042)
			Close Door Servicing: Phase 1, 2 & 3	5	1,645	0	1,645
			Roof Anchor Checks		0	0	0
			Landlord Supplies, TV Amps & Doors		3,834	4,486	(652)
			Misc		0	203	(203)
				10	7,346	112,921	(5,576)
			Primarily due to garden maintenance costs bein part of this contract but costs are not shown sep £18k for garden maintenance and bulk uplift. The budgeted for later in the year, such as electrical where there has been no spend in the year result overspends.	parately. T here have I safety cho	his means net also been cos ecks. There are	over budge ts incurred b a number	et by circa out were of areas
6. Major Repairs	(2,997)	Over		Est	Actual	Va	riance
		Budget	Doors Phase 1 & 2	(	58,640	20,835	47,805
			Other		_ 0	50,801	(50,801)
					8,640	71,637	(2,997)
			Costs to date for doors is £20.8k in the year to c (£26.6k), paint works (£4.7k), damp and mould v some other jobs all of which were not budgeted	works (£8.4			
7. Medical Adaptations	3,405	Under Budget	Fewer jobs completed in the year to date. Fundi	ing lower	than anticipat	ed.	
8. Insurance	4,756	Under	Non housing insurance costs were lower than ex	xpected.			

### CRAIGDALE HOUSING ASSOCIATION LTD. Management Expenses - Variance Analysis Quarter 2, 1st April 2024 to 30th September 2024

12. Office Repairs	(5,423)		Over budget primarily due to office upgrades and alarm upgrades which were not included in the budget.					
13. Office Equipment - Maintenance	(12,514)	Over Budget	This is primarily timing due to debtor reversals Housing Online (£2.9k), Tenant Hub costs (£1.2 franking, intruder alarm and fire safety costs. C M2 costs of £12.6k.	k), HUB co	osts (£2.	5k), as w	ell as sm	naller amonts for
14. Professional Fees	(10,252)	Over						
		Budget		Est		Actual		Variance
			Pension Tool		3,000		3,096	(96)
			Stock Condition Survey		5,000			5,000
			FMD Payroll		400		128	272
			Staff Satisfaction Survey		-		4 200	0
			Property Valuation Survey Tenant Survey		. 4,845 327		4,380	465
			Annual Board Skills Assessment		1,500			327
			Rgdp - Data Protection		2,000		600	1,500 1,400
			Consultant: Phase 3-Bathrooms Procurement		1,000		000	1,000
			Consultant: Phase 1&2 House Doors		-			0
			Consultant: Misc		1,000		5,496	(4,496)
			Consultant: Raac Survey		-			0
			Other				15,624	(15,624)
					19,072		29,324	(10,252)
			Costs overbudget primarily due to consultant calso non budgeted spend of £13.2k. This relate costs of £15.6k.				_	
15. Training - Committee	4,505		Costs to date relate to governing body convent to date.	tion. No ot	ther cos	ts have b	een inc	urred in the year
16. Training - Staff	2,239		Costs are lower than anticipated. Costs inlcude IOSH training (£395) and staff team building costs (£1.280), courses (£894) and business planning costs (£1.2k).					
17. Staff Recruitment	3,020	Under Budget	Costs to date relate to SFHA and EVH job adverts for vacant positions. Total costs to date £980.					
18. Subscriptions	(9,802)	Over Budget	Primarily over budget due to timing. There have were not included in the budget.	e also bee	n UNITY	subscrip	otion co	sts of £2k which
19. Telephones	(5,051)	Over Budget	Overbudget due to please hold costs of £2k wh network costs are £2.6k higher than budgeted. budgeted.					
20. Community Participation	1,800	Under Budget	There have been no costs in the year to date. B period.	udget spre	eads the	annual	costs ov	er the 12 month
21. Wider Action	2,562	Under	Costs to date relate to Dollywood books (£8) ac	and LENS	costs (£3	30). Budg	et inclu	ded costs for

### CRAIGDALE HOUSING ASSOCIATION LTD.

Ratio Analysis as at

30 September 2024

Quarter 2, 1st April 2024 to 30th September 2024

Annual budget		Est	Act	
-	Costs nonit	to date	to date	Variance
	Costs per unit	54 400	54.005	
	Management costs per unit (£)	£1,102	£1,086	£16
	Reactive maintenance costs per unit (£)	£281	£254	£28
1886	Planned maintenance costs per unit (£)	£429	£450	-£21
	Primary ratios			
321%	Interest Cover (%)	279%	693%	414%
	Gearing (%)	16.13%	15.52%	0.60%
	3 ( - /	10.1370	13.5270	0.0070
	Efficiency ratios			
	Voids (%)	0.50%	0.27%	0.23%
3.50%	Rent arrears - gross (%)	3.50%	3.32%	0.18%
	Rent arrears - net (%)	1.82%	2.55%	-0.73%
0.50%	Bad debts (%)	0.50%	0.38%	0.12%
16.42%	Staff costs/turnover (%)	16.23%	15.63%	0.60%
5,974	Turnover per unit (£)	2,984	2,980	-4
9.38%	Overhead/ Turnover	10.47%	12.24%	1.77%
	11 m 1 Po			
2.20	Liquidity			
3.20	Current Ratio	3.08	3.48	0.39
	Profitability			
16.23%	Gross Surplus (%)	12.64%	13.86%	1.22%
	Net Surplus (%)	5.94%	7.66%	1.72%
		2.0	110070	1.1.270
67.610	Financing			
	Debt per Unit (£)	£7,822	£7,819	£3
£2,677	Net Debt per Unit (£)	£3,074	£2,970	£103

### CRAIGDALE HOUSING ASSOCIATION LTD. Covenants as at 30 September 2024

Quarter 2, 1st April 2024 to 30th September 2024

This page compares the Association's performance in key areas against financial covenants included within loan agreements.

The Association's loans are with Nationwide, RBS and Bank of Scotland There are no applicable convenants with RBS and the NBS interest cover is now waived.

Bank of Scotland	COVENANT	ACTUAL	COVENANT SATISFIED
2. Operating Profit + Depreciation / Interest Payable	> 1.25	4.64	YES