

Meeting	Parks & Open Spaces Committee
Date	2 nd July 2024
Report Title	Budget Report to Month 2 (31 st May 2024)
Agenda Reference	XX
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

Income and Expenditure against budget Balances as of 31st May 2024

Total Revenue Budgets	Total Expenditure Budgets	Actual Income to 31 st May 2024	Actual Expenditure to 31 st May 2024
£5,274	£695,317	£5,445	£110,294
% Income		% Expenditure	
Expected at 31 st May 2024	Actual at 31 st May 2024	Expected at 31 st May 2024	Actual at 31 st May 2024
16.67%	103.2%	16.67%	19.2%
Variances to note <1.67% or >31.67%			
302 Play Areas			
4306 Play Area Inspection	0.0%	Inspections due in Q4.	
4316 Play Area Refurbishment	0.0%	Rolling EMR fund.	
305 Leisure Gardens			
1004 Leisure Garden Tenants	54.3%	Income to Month 6 received in 23/24.	
4315 Leisure Garden Water Rates	101.6%	Invoice to M4 processed – estimated.	
4318 Leisure Garden Competitions	0.0%	Competition planned for M4.	
307 Parks & Open Spaces			
1008 Community Forest	270.2%	Grant income for pocket forests received.	
1183 Grounds Maint Work	0.0%	No income due to date.	
4009 Maintenance Contractor	0.0%	Not required prior to GMF completion.	
4017 Cleaning Materials	0.0%	Not required prior to GMF completion.	



4026 Medical Expenses	43.2%	Occupational health referrals.
4040 Covid 19/Staff Larder	0.0%	For use in Q3 & Q4.
4101 Utilities	1.4%	Credit applied to account for 23/24. Elec disconnected until GMF completion. Standing charge payable.
4102 Health & Safety	0.0%	Not required to date.
4105 Alarm Fire/Intruder	0.0%	Not required prior to GMF completion.
4106 Sanitary Waste	0.0%	Not required prior to GMF completion.
4200 Bus Shelters & Repairs	0.0%	Not required to date.
4206 Great Wester Climate Trees	0.0%	No large expenditure expected. Grant funds received to contra any maintenance.
4301 Arboricultural Work	0.0%	Tree survey due Month 11. Rolling EMR any remaining to fund tractor and flail hire.
4308 Notice Boards, Seats & Bins	0.0%	Not required to date.
4309 Horticultural Work	0.9%	Not required to date.
4314 Equipment	94.5%	Bulk order processed.
4350 Vandalism	0.0%	Not required to date.
4507 Vehicle Insurance	77.4%	Paid to Month 10.
4508 Road Fund Licence	142.1%	Includes sweeper road tax. Under investigation.
4514 Grass Cutting Lease	52.0%	Invoice to Month 11 processed.
4515 Grass Cutting M/C Maint	75.1%	Invoice to Month 11 processed plus ad hoc repairs and tyres.
4517 Litter, Cleansing and Gritting	59.4%	Bulk refuse sack order processed.
4522 Grounds Maintenance Contract	71.0%	PO for Summer mowing contract processed.
4524 Vehicle Electricity (Fuel)	(54.7%)	Accrual for Month 8-12 23/24. Awaiting corresponding invoice.
4604 Festive Enhancements	0.0%	Not required until Q3.
4610 Vehicles	34.3%	Goupil x2 invoice to Month 5 processed.
4615 New Machinery	0.0%	Not required to date.
4635 Waterside Rent	0.0%	Contingency in case build exceeds 6 months.
4700 PWLB Repayment	0.0%	Rolling EMR.

Detailed Income & Expenditure by Budget Heading 18/06/2024

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
302 Play Areas								
4010 Play Area Contractor/Security	1,000	1,000	12,500	11,500		11,500	8.0%	
4027 CCTV	0	85	1,040	955		955	8.2%	
4305 Play Equipment Repairs	2,958	961	12,000	11,039	292	10,748	10.4%	
4306 Play Area Inspection	0	0	1,232	1,232		1,232	0.0%	
4316 Play Area Refurbishment	0	0	10,000	10,000		10,000	0.0%	
4518 Surface Repairs	0	0	20,000	20,000	315	19,685	1.6%	
5900 EMR Spend	0	0	0	0	3,226	(3,226)	0.0%	
Play Areas :- Indirect Expenditure	3,958	2,046	56,772	54,726	3,833	50,894	10.4%	0
Net Expenditure	(3,958)	(2,046)	(56,772)	(54,726)				
305 Leisure Gardens								
1004 Leisure Garden Tenants	0	1,567	2,889	1,322			54.3%	
Leisure Gardens :- Income	0	1,567	2,889	1,322			54.3%	0
4310 Leisure Gardens Maintenance	0	45	2,306	2,261		2,261	1.9%	
4315 Leisure Garden Water Rates	0	237	233	(4)		(4)	101.6%	
4318 Leisure Garden Competitions	0	0	350	350		350	0.0%	
Leisure Gardens :- Indirect Expenditure	0	282	2,889	2,607	0	2,607	9.7%	0
Net Income over Expenditure	0	1,286	0	(1,286)				
307 Parks & Open Spaces								
1008 Great Western Community Forest	0	3,878	1,435	(2,443)			270.2%	
1183 Grounds Maint Work	0	0	950	950			0.0%	
Parks & Open Spaces :- Income	0	3,878	2,385	(1,493)			162.6%	0
4000 Salaries	37,753	72,977	468,647	395,670		395,670	15.6%	
4006 General Maintenance	152	180	1,800	1,620		1,620	10.0%	
4009 Maintenance Contractor	0	0	600	600		600	0.0%	
4017 Cleaning Materials	0	0	100	100		100	0.0%	
4020 Staff Training	815	160	5,500	5,340	655	4,685	14.8%	
4026 Medical expenses	432	432	1,000	568		568	43.2%	
4040 Covid19/Staff Larder	76	0	500	500		500	0.0%	
4101 Utilities	0	49	3,570	3,521		3,521	1.4%	
4102 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4105 Alarm Fire/Intruder	0	0	1,200	1,200		1,200	0.0%	
4106 Sanitary Waste	0	0	85	85		85	0.0%	
4109 Mobile phones	51	193	900	707		707	21.4%	
4200 Bus Shelters & Repairs	0	0	500	500		500	0.0%	
4206 Great Western Climate Tree	0	0	1,435	1,435		1,435	0.0%	

Detailed Income & Expenditure by Budget Heading 18/06/2024

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4301 Arboricultural Work	0	0	6,962	6,962		6,962	0.0%	
4304 Bin collections	50	50	200	150		150	25.2%	
4308 Notice Boards, Seats & Bins	0	0	2,500	2,500		2,500	0.0%	
4309 Horticultural work	0	0	4,873	4,873	45	4,828	0.9%	
4314 Equipment	1,418	1,418	1,500	82		82	94.5%	
4350 Vandalism	0	0	150	150		150	0.0%	
4506 Fuel	834	834	6,885	6,051		6,051	12.1%	
4507 Vehicle Insurance	0	2,098	2,709	611		611	77.4%	
4508 Road Fund Licence	0	1,026	722	(304)		(304)	142.1%	
4509 Servicing & Maintenance (Vehic	157	801	5,000	4,199		4,199	16.0%	
4510 Workwear & PPE	463	690	2,448	1,758		1,758	28.2%	
4511 Vehicle Tracking	0	229	900	671		671	25.4%	
4514 Grass Cutting M/C Lease	0	5,721	11,000	5,279		5,279	52.0%	
4515 Grass Cutting M/C maint	458	3,574	6,812	3,239	1,541	1,698	75.1%	
4517 Litter, Cleansing & gritting	1,806	1,806	3,040	1,234		1,234	59.4%	
4522 Grounds Maintenance Contract	1,794	2,572	16,257	13,685	8,972	4,713	71.0%	
4523 Fuel - Grass cutting	569	569	3,845	3,276		3,276	14.8%	
4524 Vehicle Electricity (fuel)	0	(558)	1,020	1,578		1,578	(54.7%)	
4604 Festive Enhancements	0	0	500	500		500	0.0%	
4610 Vehicles	420	6,802	19,840	13,038		13,038	34.3%	
4615 New Machinery	0	0	2,500	2,500		2,500	0.0%	
4633 Street Sweeper Lease	0	3,350	19,920	16,570		16,570	16.8%	
4634 Street Sweeper Maintenance	0	665	15,236	14,571		14,571	4.4%	
4635 Waterside Rent	0	0	1,500	1,500		1,500	0.0%	
4700 PWLB Repayment	0	0	12,500	12,500		12,500	0.0%	
5900 EMR Spend	1,173	2,328	0	(2,328)	8,400	(10,728)	0.0%	2,328
Parks & Open Spaces :- Indirect Expenditure	48,422	107,967	635,656	527,689	19,613	508,077	20.1%	2,328
Net Income over Expenditure	(48,422)	(104,089)	(633,271)	(529,182)				
6000 plus Transfer From EMR	1,173	2,328	0	(2,328)				
Movement to/(from) Gen Reserve	(47,248)	(101,761)	(633,271)	(531,510)				
Grand Totals:- Income	0	5,445	5,274	(171)			103.2%	
Expenditure	52,380	110,294	695,317	585,023	23,445	561,578	19.2%	
Net Income over Expenditure	(52,380)	(104,849)	(690,043)	(585,194)				
plus Transfer From EMR	1,173	2,328	0	(2,328)				
Movement to/(from) Gen Reserve	(51,206)	(102,521)	(690,043)	(587,522)				