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LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

Meeting	Parks & Open Spaces Committee
Date	7th November 2023
Report Title	Budget Report to Month 7 (31st October 2023)
Agenda Reference	14
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

Income and Expenditure against budget Balances as of 31st October 2023

Total Revenue Budgets	**Total Expenditure Budgets**	**Actual Income to 31st October 2023**	**Actual Expenditure to 31st October 2023**
£15,753	£611,554	£2,801	£369,154
% Income		% Expenditure	
Expected at 31st October 2023	Actual at 31st October 2023	Expected at 31st October 2023	Actual at 31st October 2023
58.33%	17.8%	58.33%	72.3%

Variances to note <43.33% or >73.33%

302 Play Areas		
1410 Play Area Grant	0.0%	Not achieved to date.
4305 Play Equipment Repairs	25.6%	Planned maintenance in progress as approved at POS Committee October meeting.
4306 Play area inspections	0.0%	Annual inspections performed in Q4 of financial year.
4518 Surface Repairs	35.4%	As 4305
305 Leisure Gardens		
1004 Leisure Garden Tenants	110.3%	All 2023/24 invoices raised. Prepayment into 2024/25 for rents April - September 2024 completed.
4310 Leisure Garden Maintenance	1.3%	Not required to date. Balance is difference between income and expenditure, remainder to EMR at year end for Leisure Garden improvements.
307 Parks & Open Spaces		
1008 Community forest	0.0%	Grant not yet achieved for 23/24.
1183 Grounds Maintenance Work	0.0%	Summer season to be invoiced.
4006 General Maintenance	23.0%	Ad hoc consumables etc.

4009 4017 4027 4102 4104 4105 4106 4107 4110 4111 4304	0.0%	Budgeted for GMF – not required to date.
4020 Staff Training	15.8%	Training planned for quarter three.
4033 Staff Licences	0.0%	Not required to date.
4040 Covid 19/Staff Larder	31.2%	Staff larder reintroduced from November. Credit card used for purchases so will show in accounts from Jan '24.
4101 Utilities	16.4%	Budgeted for part year in GMF.
4200 Bus shelter and repairs	0.0%	None required to date.
4206 Great Western Climate Tree	0.0%	Tree planting planned for quarter three.
4301 Arboricultural Work	6.9%	Minimal works required to date. Balance to EMR at YE to build fund.
4304 Notice Boards, Seats & Bins	28.0%	Minimal expenditure required to date.
4309 Horticultural Work	19.7%	Bulk of budget required in Q3/Autumn.
4350 Vandalism	6.4%	Not fully required to date.
4506 Fuel	30.5%	Fuel costs reduced since budgeting. Vehicles off road for repairs.
4509 Servicing and Maintenance (Vehicles)	160.7%	Repairs to off-hired sweeper £12k to come from general reserve but must be paid through an expenditure code.
4511 Vehicle Tracking	75.1%	Will be overspent as per F&P report 18.07.23
4514 Grass Cutting M/C Lease	97.9%	£4,999.88 used for purchase of 2nd mower as per FC062 26 July 2022. Lease costs for 1st mower paid to Feb 2024.
4515 Grass Cutting M/C Maint	105.9%	£1,798.41 Used for purchase of 2nd mower as per FC062 26 July 2022. £889 paid for mower repair. Service plan paid to Feb 2024. Mower tyre repairs taking over budget.
4517 Litter, Cleansing & Gritting	101.9%	Further bulk bin bag order made. Underbudgeted.
4522 Grounds Maintenance Contract	96.3%	Summer maintenance invoice processed. (Payment in monthly installments).
4524 Vehicle Electricity (Fuel)	(27.5%)	Awaiting first invoice from SSE, accrual for 22/23 in budget.
4604 Festive enhancements	0.0%	Will be spent in Q3.
4610 Vehicles	91%	2 x Elec Vehicles invoice processed to YE. Additional hire of vehicle during other vehicles off road period.
4615 New Machinery	3.3%	Not required to date.

4633 Street Sweeper Lease	106.3%	Supplier missed invoicing in 22/23 taking over budget for 23/24.
4700 PWLB Repayment	0.0%	To EMR at YE to reduce precept requirement for 24/25.

Detailed Income & Expenditure by Budget Heading 07/11/2023

Month No: 7 | **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								
1410	Play Area Grant	0	0	10,000	10,000			0.0%	
	Play Areas :- Income	**0**	**0**	**10,000**	**10,000**			**0.0%**	**0**
4010	Play Area Contractor/Security	1,000	5,987	13,000	7,013		7,013	46.1%	
4027	CCTV	85	595	1,071	476		476	55.6%	
4305	Play Equipment Repairs	97	2,070	10,000	7,930	487	7,443	25.6%	
4306	Play Area Inspection	0	0	1,208	1,208		1,208	0.0%	
4316	Play Area Refurbishment	0	0	0	0	61,294	(61,294)	0.0%	
4518	Surface Repairs	885	885	2,500	1,616		1,616	35.4%	
5900	EMR Spend	0	20,760	0	(20,760)		(20,760)	0.0%	20,760
	Play Areas :- Indirect Expenditure	**2,067**	**30,297**	**27,779**	**(2,518)**	**61,781**	**(64,299)**	**331.5%**	**20,760**
	Net Income over Expenditure	**(2,067)**	**(30,297)**	**(17,779)**	**12,518**				
6000	plus Transfer From EMR	0	20,760						
	Movement to/(from) Gen Reserve	**(2,066)**	**(9,536)**						
305	Leisure Gardens								
1004	Leisure Garden Tenants	23	2,801	2,539	(262)			110.3%	
	Leisure Gardens :- Income	**23**	**2,801**	**2,539**	**(262)**			**110.3%**	**0**
4310	Leisure Gardens Maintenance	0	31	2,329	2,298		2,298	1.3%	
4315	Leisure Garden Water Rates	0	139	210	71		71	66.4%	
	Leisure Gardens :- Indirect Expenditure	**0**	**170**	**2,539**	**2,369**	**0**	**2,369**	**6.7%**	**0**
	Net Income over Expenditure	**23**	**2,631**	**0**	**(2,631)**				
307	Parks & Open Spaces								
1008	Great Western Community Forest	0	0	1,414	1,414			0.0%	
1183	Grounds Maint Work	0	0	1,800	1,800			0.0%	
	Parks & Open Spaces :- Income	**0**	**0**	**3,214**	**3,214**			**0.0%**	**0**
4000	Salaries	31,713	224,083	407,882	183,799		183,799	54.9%	
4006	General Maintenance	10	470	2,000	1,530		1,530	23.5%	
4009	Maintenance Contractor	0	0	400	400		400	0.0%	
4017	Cleaning Materials	0	2	25	23		23	9.5%	
4020	Staff Training	110	725	4,600	3,875		3,875	15.8%	
4026	Medical expenses	0	590	1,000	410		410	59.0%	
4033	Staff licences	0	0	570	570		570	0.0%	
4040	Covid19/Staff Larder	0	234	750	516		516	31.2%	
4101	Utilities	24	574	3,500	2,926		2,926	16.4%	

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Detailed Income & Expenditure by Budget Heading 07/11/2023

Month No: 7 **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
4102	Health & Safety	0	0	250	250		250	0.0%	
4105	Alarm Fire/Intruder	0	0	450	450		450	0.0%	
4106	Sanitary Waste	0	0	50	50		50	0.0%	
4109	Mobile phones	103	721	1,298	577		577	55.5%	
4111	Maintenance - office & POST fa	0	0	250	250		250	0.0%	
4200	Bus Shelters & Repairs	0	0	500	500		500	0.0%	
4206	Great Western Climate Tree	0	0	1,414	1,414		1,414	0.0%	
4301	Arboricultural Work	0	0	6,825	6,825	471	6,354	6.9%	
4304	Bin collections	0	0	50	50		50	0.0%	
4308	Notice Boards, Seats & Bins	0	140	500	360		360	28.0%	
4309	Horticultural work	0	745	4,778	4,033	196	3,837	19.7%	
4314	Equipment	0	1,354	2,000	646		646	67.7%	
4350	Vandalism	0	32	500	468		468	6.4%	
4506	Fuel	49	3,053	10,000	6,947		6,947	30.5%	
4507	Vehicle Insurance	0	1,856	4,628	2,772		2,772	40.1%	
4508	Road Fund Licence	0	439	840	401		401	52.2%	
4509	Servicing & Maintenance (Vehic	373	14,409	9,930	(4,479)	2,144	(6,623)	166.7%	
4510	Workwear & PPE	209	1,312	2,735	1,423		1,423	48.0%	
4511	Vehicle Tracking	84	592	788	196		196	75.1%	
4514	Grass Cutting M/C Lease	0	10,764	11,000	236		236	97.9%	
4515	Grass Cutting M/C maint	0	6,098	6,000	(98)	255	(352)	105.9%	
4517	Litter, Cleansing & gritting	0	1,418	2,750	1,333	1,386	(54)	101.9%	
4522	Grounds Maintenance Contract	1,794	11,517	18,922	7,405	6,704	701	96.3%	
4523	Fuel - Grass cutting	0	2,597	5,052	2,455		2,455	51.4%	
4524	Vehicle Electricity (fuel)	0	(825)	3,000	3,825		3,825	(27.5%)	
4604	Festive Enhancements	0	0	500	500		500	0.0%	
4610	Vehicles	420	18,645	20,499	1,854		1,854	91.0%	
4615	New Machinery	92	92	2,800	2,708		2,708	3.3%	
4633	Street Sweeper Lease	0	20,275	19,068	(1,207)		(1,207)	106.3%	
4634	Street Sweeper Maintenance	0	5,002	10,632	5,630		5,630	47.0%	
4700	PWLB Repayment	0	0	12,500	12,500		12,500	0.0%	
5900	EMR Spend	3,987	11,776	0	(11,776)		(11,776)	0.0%	11,776
	Parks & Open Spaces :- Indirect Expenditure	**38,967**	**338,687**	**581,236**	**242,549**	**11,156**	**231,393**	**60.2%**	**11,776**
	Net Income over Expenditure	**(38,967)**	**(338,687)**	**(578,022)**	**(239,335)**				
6000	plus Transfer From EMR	3,987	11,776						
	Movement to/(from) Gen Reserve	**(34,980)**	**(326,911)**						

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Detailed Income & Expenditure by Budget Heading 07/11/2023

Month No: 7 **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
Grand Totals:- Income	**23**	**2,801**	**15,753**	**12,952**			**17.8%**	
Expenditure	**41,033**	**369,154**	**611,554**	**242,400**	**72,937**	**169,463**	**72.3%**	
Net Income over Expenditure	**(41,010)**	**(366,353)**	**(595,801)**	**(229,448)**				
plus Transfer From EMR	**3,987**	**32,536**						
Movement to/(from) Gen Reserve	**(37,024)**	**(333,817)**						