

Meeting	Parks & Open Spaces Committee
Date	3 rd September 2024
Report Title	Budget Report to Month 4 (31 st July 2024)
Agenda Reference	Agenda 16
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

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

Total Revenue Budgets	Total Expenditure Budgets	Actual Income to 31 st July 2024	Actual Expenditure to 31 st July 2024
£5,274	£695,317	£5,445	£223,275
% Income		% Expenditure	
Expected at 31 st July 2024	Actual at 31 st July 2024	Expected at 31 st July 2024	Actual at 31 st July 2024
33.33%	103.2%	33.33%	35.1%
Variances to note <18.33% or >48.33%			
305 Leisure Gardens			
1004 Leisure Garden Tenants	54.3%	Income to Month 6 received in 23/24.	
4310 Leisure Garden Maintenance	1.9%	Not required to date.	
4318 Leisure Garden Competitions	0.0%	Competition planned for M6.	
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.	
4040 Covid 19/Staff Larder	0.0%	For use in Q3 & Q4.	
4101 Utilities	4.9%	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	8.4%	Maintenance schedule underway.
4206 Great Wester Climate Trees	0.0%	No large expenditure expected. Grant funds received to contra any maintenance.
4301 Arboricultural Work	12.9%	Tree survey due Month 11. Rolling EMR any remaining to fund tractor and flail hire. Tree works completed by contractor in M4.
4308 Notice Boards, Seats & Bins	0.0%	Not required to date.
4309 Horticultural Work	4.2%	Not fully required to date.
4314 Equipment	95.9%	Bulk order processed.
4507 Vehicle Insurance	77.4%	Paid to Month 10.
4508 Road Fund Licence	142.1%	Includes sweeper road tax not budgeted for in error (£327.50).
4511 Vehicle Tracking	50.9%	One contract paid to M6.
4514 Grass Cutting Lease	52.0%	Invoice to Month 11 processed.
4515 Grass Cutting M/C Maint	90.9%	Invoice to Month 11 processed plus ad hoc repairs and tyres.
4517 Litter, Cleansing and Gritting	60.4%	Bulk refuse sack order processed.
4522 Grounds Maintenance Contract	71.0%	PO for Summer mowing contract processed.
4523 Fuel – Grass Cutting	52.9%	Peak mowing season.
4524 Vehicle Electricity (Fuel)	(54.7%)	Accrual for Month 8-12 23/24. Awaiting corresponding invoice.
4610 Vehicles	110.9%	Goupil x2 invoice to Month 7 of 25/26 processed. Prepayment to process at end of quarter 2.
4634 Street Sweeper Maintenance	12.4%	Minor repairs/consumables. Balance to rolling EMR at year end.
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 20/08/2024

Month No: 4

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	3,000	12,500	9,500		9,500	24.0%	
4027 CCTV	85	255	1,040	785		785	24.5%	
4305 Play Equipment Repairs	(993)	34	12,000	11,966	592	11,375	5.2%	
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	92	3,289	56,772	53,483	4,133	49,351	13.1%	0
Net Expenditure	(92)	(3,289)	(56,772)	(53,483)				
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	(89)	113	233	120		120	48.5%	
4318 Leisure Garden Competitions	0	0	350	350		350	0.0%	
Leisure Gardens :- Indirect Expenditure	(89)	158	2,889	2,731	0	2,731	5.5%	0
Net Income over Expenditure	89	1,410	0	(1,410)				
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	39,123	151,127	468,647	317,520		317,520	32.2%	
4006 General Maintenance	135	369	1,800	1,431		1,431	20.5%	
4009 Maintenance Contractor	0	0	600	600		600	0.0%	
4017 Cleaning Materials	44	44	100	56		56	44.5%	
4020 Staff Training	445	605	5,500	4,895	1,405	3,490	36.6%	
4026 Medical expenses	0	432	1,000	568		568	43.2%	
4040 Covid19/Staff Larder	0	0	500	500		500	0.0%	
4101 Utilities	44	174	3,570	3,396		3,396	4.9%	
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	101	404	900	496		496	44.8%	
4200 Bus Shelters & Repairs	42	42	500	458		458	8.4%	
4206 Great Western Climate Tree	0	0	1,435	1,435		1,435	0.0%	

Detailed Income & Expenditure by Budget Heading 20/08/2024

Month No: 4

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	900	900	6,962	6,062		6,062	12.9%	
4304 Bin collections	0	0	200	200		200	0.0%	
4308 Notice Boards, Seats & Bins	0	0	2,500	2,500		2,500	0.0%	
4309 Horticultural work	0	203	4,873	4,670		4,670	4.2%	
4314 Equipment	20	1,438	1,500	62		62	95.9%	
4350 Vandalism	0	27	150	123		123	18.3%	
4506 Fuel	318	1,776	6,885	5,109		5,109	25.8%	
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	183	1,049	5,000	3,951	600	3,351	33.0%	
4510 Workwear & PPE	0	798	2,448	1,650	138	1,512	38.3%	
4511 Vehicle Tracking	88	458	900	442		442	50.9%	
4514 Grass Cutting M/C Lease	0	5,721	11,000	5,279		5,279	52.0%	
4515 Grass Cutting M/C maint	158	5,288	6,812	1,524	905	619	90.9%	
4517 Litter, Cleansing & gritting	32	1,837	3,040	1,203		1,203	60.4%	
4522 Grounds Maintenance Contract	1,794	6,161	16,257	10,096	5,383	4,713	71.0%	
4523 Fuel - Grass cutting	730	2,032	3,845	1,813		1,813	52.9%	
4524 Vehicle Electricity (fuel)	0	(558)	1,020	1,578		1,578	(54.7%)	
4604 Festive Enhancements	0	190	500	310		310	38.0%	
4610 Vehicles	13,719	21,998	19,840	(2,158)		(2,158)	110.9%	
4615 New Machinery	861	861	2,500	1,639	18	1,621	35.2%	
4633 Street Sweeper Lease	1,660	6,670	19,920	13,250		13,250	33.5%	
4634 Street Sweeper Maintenance	764	1,883	15,236	13,353		13,353	12.4%	
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	1,110	4,775	0	(4,775)	8,400	(13,175)	0.0%	4,775
Parks & Open Spaces :- Indirect Expenditure	62,270	219,829	635,656	415,827	16,849	398,978	37.2%	4,775
Net Income over Expenditure	(62,270)	(215,951)	(633,271)	(417,320)				
6000 plus Transfer From EMR	1,110	4,775	0	(4,775)				
Movement to/(from) Gen Reserve	(61,160)	(211,175)	(633,271)	(422,096)				
Grand Totals:- Income	0	5,445	5,274	(171)			103.2%	
Expenditure	62,273	223,275	695,317	472,042	20,982	451,060	35.1%	
Net Income over Expenditure	(62,273)	(217,830)	(690,043)	(472,213)				
plus Transfer From EMR	1,110	4,775	0	(4,775)				
Movement to/(from) Gen Reserve	(61,163)	(213,055)	(690,043)	(476,988)				