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LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

Meeting	Parks & Open Spaces Committee
Date	9th January 2024
Report Title	Budget Report to Month 9 (31st December 2023)
Agenda Reference	16
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

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

Total Revenue Budgets	Total Expenditure Budgets	Actual Income to 31st December 2023	Actual Expenditure to 31st December 2023
£15,753	£611,554	£2,964	£480,232
% Income		% Expenditure	
Expected at 31st December 2023	Actual at 31st December 2023	Expected at 31st December 2023	Actual at 31st December 2023
75%	18.8%	75%	79.85% (removing the committed expenditure for the GMF)

Variances to note <60% or >90%

302 Play Areas		
1410 Play Area Grant	0.0%	Not achieved to date.
4305 Play Equipment Repairs	32.7%	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.
4316 Play Area Refurbishment	0.0%	Trent Road commitment (purchase order) processed, to be paid from EMR.
4518 Surface Repairs	35.4%	As 4305
305 Leisure Gardens		
1004 Leisure Garden Tenants	110.8%	All 2023/24 invoices raised. Prepayment into 2024/25 for rents April - September 2024 completed.
4310 Leisure Garden Maintenance	1.6%	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	8.3%	Summer season invoiced. Unlikely to achieve budget.
4006 General Maintenance	26.4%	Ad hoc consumables etc.
4009 4017 4027 4102 4104 4105 4106 4107 4110 4111 4304	0.0%	Budgeted for GMF – not required to date.
4026 Medical Expenses	59.0%	Further invoices expected.
4020 Staff Training	15.8%	Training planned for Q4.
4033 Staff Licences	0.0%	Not required to date.
4040 Covid 19/Staff Larder	43.6%	Staff larder reintroduced from November. Credit card used for purchases so will show in accounts from Jan '24, 2 months in arrears.
4101 Utilities	16.8%	Budgeted for part year in GMF.
4200 Bus shelter and repairs	0.0%	Maintenance planned for Q4.
4206 Great Western Climate Tree	9.0%	From EMR at Year End
4301 Arboricultural Work	6.9%	Minimal works required to date. Balance to EMR at YE to build fund for 24/25 tractor and flail hire.
4304 Bin Collections	0.0%	No expenditure required to date.
4308 Notice Boards, Seats & Bins	28.0%	Two bins purchased to date.
4309 Horticultural Work	23.6%	Bulk of budget required in Q3/Autumn. Unlikely to require full budget.
4350 Vandalism	6.4%	Not fully required to date.
4506 Fuel	50.4%	Fuel costs reduced since budgeting. Vehicles off road for repairs.
4507 Vehicle Insurance	40.1%	Insurance paid to January 2024. Overbudgeted.
4509 Servicing and Maintenance (Vehicles)	180.3%	Repairs to off-hired sweeper £12k to come from general reserve but must be paid through an expenditure code.
4511 Vehicle Tracking	104.8%	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	104.7%	Further bulk bin bag order made. Underbudgeted.

4522 Grounds Maintenance Contract	97.2%	Summer maintenance invoice processed. (Payment in monthly installments).
4524 Vehicle Electricity (Fuel)	(27.5%)	Accrual for 22/23 in budget. See 4101/102.
4604 Festive enhancements	32.6%	Spent in Q3. Credit Card transactions to process – 2 month delay.
4610 Vehicles	93%	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 08/01/2024

Month No: 9 **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	2,000	8,987	13,000	4,013		4,013	69.1%	
4027	CCTV	85	765	1,071	306		306	71.4%	
4305	Play Equipment Repairs	764	3,265	10,000	6,735		6,735	32.7%	(20)
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	0	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	**2,849**	**34,662**	**27,779**	**(6,883)**	**61,294**	**(68,177)**	**345.4%**	**20,740**
	Net Income over Expenditure	**(2,849)**	**(34,662)**	**(17,779)**	**16,883**				
6000	plus Transfer From EMR	0	20,740						
	Movement to/(from) Gen Reserve	**(2,849)**	**(13,922)**						
305	Leisure Gardens								
1004	Leisure Garden Tenants	(16)	2,814	2,539	(275)			110.8%	
	Leisure Gardens :- Income	**(16)**	**2,814**	**2,539**	**(275)**			**110.8%**	**0**
4310	Leisure Gardens Maintenance	0	37	2,329	2,292		2,292	1.6%	
4315	Leisure Garden Water Rates	0	228	210	(18)		(18)	108.7%	
	Leisure Gardens :- Indirect Expenditure	**0**	**265**	**2,539**	**2,274**	**0**	**2,274**	**10.4%**	**0**
	Net Income over Expenditure	**(16)**	**2,549**	**0**	**(2,549)**				
307	Parks & Open Spaces								
1008	Great Western Community Forest	0	0	1,414	1,414			0.0%	
1183	Grounds Maint Work	150	150	1,800	1,650			8.3%	
	Parks & Open Spaces :- Income	**150**	**150**	**3,214**	**3,064**			**4.7%**	**0**
4000	Salaries	37,112	313,540	407,882	94,342		94,342	76.9%	
4006	General Maintenance	11	528	2,000	1,472		1,472	26.4%	
4009	Maintenance Contractor	0	0	400	400		400	0.0%	
4017	Cleaning Materials	0	2	25	23		23	9.5%	
4020	Staff Training	0	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	93	327	750	423		423	43.6%	
4101	Utilities	13	589	3,500	2,911		2,911	16.8%	

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Detailed Income & Expenditure by Budget Heading 08/01/2024

Month No: 9 **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	90	914	1,298	384		384	70.4%	
4111	Maintenance - office & POST fa	0	11	250	239		239	4.5%	
4200	Bus Shelters & Repairs	0	0	500	500		500	0.0%	
4206	Great Western Climate Tree	127	127	1,414	1,287		1,287	9.0%	
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	337	1,127	4,778	3,651	0	3,651	23.6%	
4314	Equipment	0	1,354	2,000	646		646	67.7%	
4350	Vandalism	0	32	500	468		468	6.4%	
4506	Fuel	1,091	5,037	10,000	4,963		4,963	50.4%	
4507	Vehicle Insurance	0	1,856	4,628	2,772		2,772	40.1%	
4508	Road Fund Licence	108	546	840	294		294	65.0%	
4509	Servicing & Maintenance (Vehic	63	17,559	9,930	(7,629)	343	(7,972)	180.3%	
4510	Workwear & PPE	517	1,829	2,735	906	102	804	70.6%	
4511	Vehicle Tracking	135	826	788	(38)		(38)	104.8%	
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	2,879	2,750	(129)		(129)	104.7%	
4522	Grounds Maintenance Contract	4,420	16,117	18,922	2,805	2,284	521	97.2%	
4523	Fuel - Grass cutting	365	3,521	5,052	1,531		1,531	69.7%	
4524	Vehicle Electricity (fuel)	0	(825)	3,000	3,825		3,825	(27.5%)	
4604	Festive Enhancements	163	163	500	337		337	32.6%	
4610	Vehicles	0	19,065	20,499	1,434		1,434	93.0%	
4615	New Machinery	0	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	875	4,755	55.3%	
4700	PWLB Repayment	0	0	12,500	12,500		12,500	0.0%	
5900	EMR Spend	1,553	14,499	0	(14,499)	3,750	(18,249)	0.0%	14,199
	Parks & Open Spaces :- Indirect Expenditure	**46,197**	**445,306**	**581,236**	**135,931**	**8,080**	**127,851**	**78.0%**	**14,199**
	Net Income over Expenditure	**(46,047)**	**(445,156)**	**(578,022)**	**(132,867)**				
6000	plus Transfer From EMR	1,253	14,199						
	Movement to/(from) Gen Reserve	**(44,795)**	**(430,957)**						

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Detailed Income & Expenditure by Budget Heading 08/01/2024

Month No: 9

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	**134**	**2,964**	**15,753**	**12,789**			**18.8%**	
Expenditure	**49,046**	**480,232**	**611,554**	**131,322**	**69,374**	**61,948**	**89.9%**	
Net Income over Expenditure	**(48,912)**	**(477,269)**	**(595,801)**	**(118,532)**				
plus Transfer From EMR	**1,253**	**34,939**						
Movement to/(from) Gen Reserve	**(47,659)**	**(442,330)**						