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Meeting	Parks & Open Spaces Committee
Date	7th January 2025
Report Title	Budget Report to Month 8 (30th November 2024)
Agenda Reference	
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

Income and Expenditure against budget Balances as of 30th November 2024

Total Revenue Budgets	**Total Expenditure Budgets**	**Actual Income to 30th November 2024**	**Actual Expenditure to 30th November 2024**
£5,274	£695,317	£7,238	£432,985
% Income		% Expenditure	
Expected at 30th November 2024	Actual at 30th November 2024	Expected at 30th November 2024	Actual at 30th November 2024
66.67%	137.2%	66.67%	65.6%

Variances to note <51.67% or >81.67%		
302 Play Areas		
4305 Play Equipment Repairs	47.3%	Refund received for 22/23 transactions. Maintenance schedule underway.
4306 Play Area Inspection	0.0%	Inspections due in Q4.
4316 Play Area Refurbishment	49.4%	Rolling EMR fund. New play equipment purchased.
4518 Surface Repairs	1.6%	Rolling EMR fund.
305 Leisure Gardens		
1004 Leisure Garden Tenants	111.1%	Income for full year. Overbudget. Surplus to rolling EMR for improvements to Leisure Gardens.
4310 Leisure Garden Maintenance	2.4%	Not required to date. Budget in place to contra income so cost centre is net zero.
4315 Leisure Garden Water Rates	144.2%	Estimated invoice. Use of water at GMF build site.
4318 Leisure Garden Competitions	45.7%	Projected underspend.
307 Parks & Open Spaces		
1008 Community Forest	270.2%	Grant income for pocket forests received.

1183 Grounds Maint Work	15.8%	Minimal external contracts complete. Winter gritting to be invoiced in Q3. Projected to be underbudget.
4009 Maintenance Contractor	0.0%	Not required prior to GMF completion.
4020 Staff Training	36.6%	Training plan in progress.
4026 Medical Expenses	86.0%	Occ. Health appointments.
4040 Covid 19/Staff Larder	0.0%	For use in Q3 & Q4.
4101 Utilities	11.6%	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.
4109 Mobile Phones	95.3%	Slightly higher take-up of mobile phone allowance than projected.
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.
4304 Bin Collections	0.0%	Not required prior to GMF completion.
4308 Notice Boards, Seats & Bins	0.0%	Not required to date.
4309 Horticultural Work	7.8%	Not fully required to date.
4314 Equipment	100.6%	Bulk order processed.
4508 Road Fund Licence	178.2%	Includes sweeper road tax not budgeted for in error (£327.50).
4515 Grass Cutting M/C Maint	117.3%	Invoice to Month 11 processed plus ad hoc repairs and tyres. Replaced mower seats £1,540.
4517 Litter, Cleansing & Gritting	120.3%	Litter picker order.
4522 Grounds Maintenance Contract	96.8%	Summer mowing contract processed. PO for extension to tractor hire processed.
4523 Fuel – Grass Cutting	111.7%	Peak mowing season coming to an end.
4524 Vehicle Electricity (Fuel)	(54.7%)	Accrual for Month 8-12 23/24. Awaiting corresponding invoice. New supplier from M7 so should have final bills from previous suppliers soon.
4610 Vehicles	99.7%	Goupil x2 invoice to Month 12 processed. Additional hire van agreed 17 September 2024. Costs of up to £5k from general reserves, therefore budget will be overspent.
4615 New Machinery	35.2%	Purchases agreed at November POS committee meeting.
4634 Street Sweeper Maintenance	43.1%	Repairs/consumables. Balance to rolling EMR at year end.

4635 Waterside Rent	2.6%	Contingency in case build exceeds 6 months.
4700 PWLB Repayment	0.0%	Rolling EMR.

Detailed Income & Expenditure by Budget Heading 09/12/2024

Month No: 8 **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	7,022	12,500	5,478		5,478	56.2%	
4027	CCTV	55	650	1,040	390		390	62.5%	
4305	Play Equipment Repairs	1,559	2,695	12,000	9,305	2,976	6,329	47.3%	
4306	Play Area Inspection	0	0	1,232	1,232		1,232	0.0%	
4316	Play Area Refurbishment	0	0	10,000	10,000	4,943	5,057	49.4%	
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	**2,614**	**10,367**	**56,772**	**46,405**	**11,461**	**34,944**	**38.4%**	**0**
	Net Expenditure	**(2,614)**	**(10,367)**	**(56,772)**	**(46,405)**				
305	Leisure Gardens								
1004	Leisure Garden Tenants	(127)	3,210	2,889	(321)			111.1%	
	Leisure Gardens :- Income	**(127)**	**3,210**	**2,889**	**(321)**			**111.1%**	**0**
4109	Mobile phones	0	13	0	(13)		(13)	0.0%	
4310	Leisure Gardens Maintenance	0	55	2,306	2,251		2,251	2.4%	
4315	Leisure Garden Water Rates	349	336	233	(103)		(103)	144.2%	
4318	Leisure Garden Competitions	0	160	350	190		190	45.7%	
	Leisure Gardens :- Indirect Expenditure	**349**	**564**	**2,889**	**2,325**	**0**	**2,325**	**19.5%**	**0**
	Net Income over Expenditure	**(476)**	**2,646**	**0**	**(2,646)**				
307	Parks & Open Spaces								
1008	Great Western Community Forest	0	3,878	1,435	(2,443)			270.2%	3,878
1183	Grounds Maint Work	0	150	950	800			15.8%	
	Parks & Open Spaces :- Income	**0**	**4,028**	**2,385**	**(1,643)**			**168.9%**	**3,878**
4000	Salaries	51,341	314,582	468,647	154,065		154,065	67.1%	
4006	General Maintenance	84	1,157	1,800	643	255	388	78.5%	
4009	Maintenance Contractor	0	0	600	600		600	0.0%	
4017	Cleaning Materials	30	74	100	26		26	74.4%	
4020	Staff Training	0	1,520	5,500	3,980	490	3,490	36.6%	
4026	Medical expenses	0	860	1,000	140		140	86.0%	
4040	Covid19/Staff Larder	0	0	500	500		500	0.0%	
4101	Utilities	131	413	3,570	3,157		3,157	11.6%	
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	131	858	900	42		42	95.3%	
4200	Bus Shelters & Repairs	0	42	500	458		458	8.4%	

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Detailed Income & Expenditure by Budget Heading 09/12/2024

Month No: 8 **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
4206	Great Western Climate Tree	0	0	1,435	1,435		1,435	0.0%	
4301	Arboricultural Work	0	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	175	378	4,873	4,495		4,495	7.8%	
4314	Equipment	0	1,438	1,500	62	72	(9)	100.6%	
4350	Vandalism	0	100	150	50		50	66.8%	
4506	Fuel	519	4,926	6,885	1,959		1,959	71.5%	
4507	Vehicle Insurance	0	2,098	2,709	611		611	77.4%	
4508	Road Fund Licence	260	1,286	722	(564)		(564)	178.2%	
4509	Servicing & Maintenance (Vehic	88	3,725	5,000	1,275	188	1,087	78.3%	
4510	Workwear & PPE	121	1,573	2,448	875		875	64.2%	
4511	Vehicle Tracking	0	687	900	213		213	76.3%	
4514	Grass Cutting M/C Lease	0	5,721	11,000	5,279		5,279	52.0%	
4515	Grass Cutting M/C maint	525	7,920	6,812	(1,108)	73	(1,181)	117.3%	
4517	Litter, Cleansing & gritting	93	1,930	3,040	1,110	1,728	(618)	120.3%	
4522	Grounds Maintenance Contract	0	11,544	16,257	4,713	4,200	513	96.8%	
4523	Fuel - Grass cutting	491	4,296	3,845	(451)		(451)	111.7%	
4524	Vehicle Electricity (fuel)	0	(558)	1,020	1,578		1,578	(54.7%)	
4604	Festive Enhancements	101	291	500	209		209	58.2%	
4610	Vehicles	1,148	19,775	19,840	65		65	99.7%	
4615	New Machinery	0	861	2,500	1,639	18	1,621	35.2%	
4633	Street Sweeper Lease	1,660	14,970	19,920	4,950		4,950	75.2%	
4634	Street Sweeper Maintenance	1,796	5,509	15,236	9,727	1,064	8,663	43.1%	
4635	Waterside Rent	0	39	1,500	1,461		1,461	2.6%	
4700	PWLB Repayment	0	0	12,500	12,500		12,500	0.0%	
5900	EMR Spend	0	13,139	0	(13,139)	3,520	(16,659)	0.0%	13,139
	Parks & Open Spaces :- Indirect Expenditure	**58,693**	**422,054**	**635,656**	**213,602**	**11,608**	**201,994**	**68.2%**	**13,139**
	Net Income over Expenditure	**(58,693)**	**(418,026)**	**(633,271)**	**(215,245)**				
6000	plus Transfer From EMR	0	13,139	0	(13,139)				
6001	less Transfer To EMR	0	3,878	0	(3,878)				
	Movement to/(from) Gen Reserve	**(58,693)**	**(408,764)**	**(633,271)**	**(224,507)**				

	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	**(127)**	**7,238**	**5,274**	**(1,964)**			**137.2%**	
Expenditure	**61,656**	**432,985**	**695,317**	**262,332**	**23,069**	**239,263**	**65.6%**	
Net Income over Expenditure	**(61,783)**	**(425,747)**	**(690,043)**	**(264,296)**				
plus Transfer From EMR	**0**	**13,139**	0	(13,139)				
less Transfer To EMR	**0**	**3,878**	0	(3,878)				
Movement to/(from) Gen Reserve	**(61,783)**	**(416,485)**	**(690,043)**	**(273,558)**				