

Meeting	Parks & Open Spaces Committee
Date	5 th November 2024
Report Title	Budget Report to Month 6 (30 th September 2024)
Agenda Reference	Agenda
Author	Jodie Smart, Finance Officer and Deputy RFO

Officer's Recommendation:

To note.

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

Total Revenue Budgets	Total Expenditure Budgets	Actual Income to 30 th September 2024	Actual Expenditure to 30 th September 2024
£5,274	£695,317	£7,143	£319,380
% Income		% Expenditure	
Expected at 30 th September 2024	Actual at 30 th September 2024	Expected at 30 th September 2024	Actual at 30 th September 2024
50%	135.4%	50%	48.8%
Variances to note <35% or >65%			
302 Play Areas			
4305 Play Equipment Repairs	8.3%	Maintenance schedule in progress.	
4306 Play Area Inspection	0.0%	Inspection due December/January.	
4316 Play Area Refurbishment	0.0%	Rolling EMR to build fund for play area improvements.	
4518 Surface Repairs	1.6%	Rolling EMR to build fund for play area/surface improvements.	
305 Leisure Gardens			
1004 Leisure Garden Tenants	107.8%	Full years income accounted for. Slightly higher than budgeted – to be ringfenced for leisure garden improvements.	
4310 Leisure Garden Maintenance	2.4%	Not fully required to date. Budget code used to contra income to ensure balance on cost centre is ringfenced for leisure garden improvements.	
4318 Leisure Garden Competitions	0.0%	Competition complete – expenditure to come via credit card transactions in M7/8.	
307 Parks & Open Spaces			
1008 Community Forest	270.2%	Grant income for pocket forests received.	



1183 Grounds Maint Work	15.8%	Works invoiced to date. Winter/car park gritting to be invoiced M8.
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.
4109 Mobile Phones	71.1%	Take up of mobile phone allowance/contract higher than budgeted.
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	4.2%	Not fully required to date. Bulb order processed via credit card – to be processed M8.
4314 Equipment	95.9%	Bulk order processed.
4350 Vandalism	66.8%	Bulk graffiti wipes 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	66.6%	One contract paid to M9.
4515 Grass Cutting M/C Maint	121.0%	Invoice to Month 11 processed plus ad hoc repairs and tyres. New seats purchased.
4522 Grounds Maintenance Contract	96.8%	PO for Summer mowing contract processed.
4523 Fuel – Grass Cutting	82.1%	Peak mowing season nearing completion.
4524 Vehicle Electricity (Fuel)	(54.7%)	Accrual for Month 8-12 23/24. Awaiting corresponding invoice.
4634 Street Sweeper Maintenance	25.2%	Minor repairs/consumables. Balance to rolling EMR at year end.
4635 Waterside Rent	2.6%	EMR now exhausted. Use of budget for up to 6 months.
4700 PWLB Repayment	0.0%	Rolling EMR.

Detailed Income & Expenditure by Budget Heading 14/10/2024

Month No: 6

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
<u>302 Play Areas</u>								
4010 Play Area Contractor/Security	1,000	5,000	12,500	7,500		7,500	40.0%	
4027 CCTV	170	510	1,040	530		530	49.0%	
4305 Play Equipment Repairs	52	666	12,000	11,334	331	11,004	8.3%	
4306 Play Area Inspection	0	0	1,232	1,232		1,232	0.0%	
4316 Play Area Refurbishment	0	0	10,000	10,000		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	1,222	6,176	56,772	50,596	3,872	46,725	17.7%	0
Net Expenditure	(1,222)	(6,176)	(56,772)	(50,596)				
<u>305 Leisure Gardens</u>								
1004 Leisure Garden Tenants	1,363	3,115	2,889	(226)			107.8%	
Leisure Gardens :- Income	1,363	3,115	2,889	(226)			107.8%	0
4310 Leisure Gardens Maintenance	0	55	2,306	2,251		2,251	2.4%	
4315 Leisure Garden Water Rates	0	113	233	120		120	48.5%	
4318 Leisure Garden Competitions	0	0	350	350		350	0.0%	
Leisure Gardens :- Indirect Expenditure	0	168	2,889	2,721	0	2,721	5.8%	0
Net Income over Expenditure	1,363	2,947	0	(2,947)				
<u>307 Parks & Open Spaces</u>								
1008 Great Western Community Forest	0	3,878	1,435	(2,443)			270.2%	
1183 Grounds Maint Work	150	150	950	800			15.8%	
Parks & Open Spaces :- Income	150	4,028	2,385	(1,643)			168.9%	0
4000 Salaries	40,185	229,510	468,647	239,137		239,137	49.0%	
4006 General Maintenance	236	1,011	1,800	789		789	56.2%	
4009 Maintenance Contractor	0	0	600	600		600	0.0%	
4017 Cleaning Materials	0	44	100	56		56	44.5%	
4020 Staff Training	0	1,520	5,500	3,980	490	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	0	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	136	640	900	260		260	71.1%	
4200 Bus Shelters & Repairs	0	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 14/10/2024

Month No: 6

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	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	0	1,438	1,500	62		62	95.9%	
4350 Vandalism	11	100	150	50		50	66.8%	
4506 Fuel	1,025	3,696	6,885	3,189		3,189	53.7%	
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	578	2,637	5,000	2,363	552	1,811	63.8%	
4510 Workwear & PPE	373	1,267	2,448	1,181		1,181	51.8%	
4511 Vehicle Tracking	141	599	900	301		301	66.6%	
4514 Grass Cutting M/C Lease	0	5,721	11,000	5,279		5,279	52.0%	
4515 Grass Cutting M/C maint	83	5,502	6,812	1,310	2,737	(1,428)	121.0%	
4517 Litter, Cleansing & gritting	0	1,837	3,040	1,203		1,203	60.4%	
4522 Grounds Maintenance Contract	1,794	9,749	16,257	6,508	5,994	513	96.8%	
4523 Fuel - Grass cutting	458	3,156	3,845	689		689	82.1%	
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	(5,121)	17,479	19,840	2,361		2,361	88.1%	
4615 New Machinery	0	861	2,500	1,639	18	1,621	35.2%	
4633 Street Sweeper Lease	1,660	9,990	19,920	9,930		9,930	50.2%	
4634 Street Sweeper Maintenance	455	2,793	15,236	12,443	1,053	11,390	25.2%	
4635 Waterside Rent	39	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	2,891	8,939	0	(8,939)	5,470	(14,409)	0.0%	8,939
Parks & Open Spaces :- Indirect Expenditure	44,944	313,037	635,656	322,619	16,315	306,305	51.8%	8,939
Net Income over Expenditure	(44,794)	(309,009)	(633,271)	(324,262)				
6000 plus Transfer From EMR	2,891	8,939	0	(8,939)				
Movement to/(from) Gen Reserve	(41,903)	(300,069)	(633,271)	(333,202)				
Grand Totals:- Income	1,513	7,143	5,274	(1,869)			135.4%	
Expenditure	46,166	319,380	695,317	375,937	20,186	355,750	48.8%	
Net Income over Expenditure	(44,653)	(312,237)	(690,043)	(377,806)				
plus Transfer From EMR	2,891	8,939	0	(8,939)				
Movement to/(from) Gen Reserve	(41,762)	(303,298)	(690,043)	(386,745)				