

**Epping Forest Charity - Operating Budget 2024/25**

APPENDIX 1

FY 2023/24 Actuals £	EPPING FOREST	Latest Budget 2024/25 £	Actual to Date £	Projected Outturn 2024/25 £	Variance from Latest Budget 2024/25		
					£	%	
3,044,506	Direct Employees	4,412,000	766,159	3,650,000	(762,000)	-17%	1
75,328	Indirect Employees	23,000	9,700	23,000	0	0%	
126,542	Repairs and Maintenance	89,000	66,421	125,000	36,000	40%	
168,496	Energy Costs	55,000	26,550	155,000	100,000	182%	2
118,208	Rates/Council Tax	81,000	131,518	131,000	50,000	62%	3
47,278	Water Services	33,000	1,980	48,000	15,000	45%	
94,931	Cleaning and Domestic Supplies	72,000	19,412	95,000	23,000	32%	
506,516	Grounds Maintenance Costs	442,000	14,060	506,000	64,000	14%	4
1,061,970	<b>Premises</b>	<b>772,000</b>	<b>259,942</b>	<b>1,060,000</b>	<b>288,000</b>	<b>37%</b>	
126,118	Vehicle Purchase	50,000	9,402	50,000	0	0%	
94,508	Vehicle R&M	46,000	19,137	95,000	49,000	107%	
56,095	Vehicle Running Costs	33,000	8,048	56,000	23,000	70%	
22,509	Hired Transport	2,000	0	22,000	20,000	1000%	
1,096	Staff Travelling Expenses	2,000	156	2,000	0	0%	
10,117	Car Allowances	5,000	2,780	10,000	5,000	100%	
310,443	<b>Transport</b>	<b>138,000</b>	<b>39,522</b>	<b>235,000</b>	<b>97,000</b>	<b>70%</b>	
490,206	Equipment, Furniture and Materials	237,000	69,699	300,000	63,000	27%	5
7,725	Books	7,000	1,454	7,000	0	0%	
38,383	Animals and Livestock	0	3,835	4,000	4,000	n/a	
9,080	Clothes, Uniform and Laundry	8,000	744	24,000	16,000	200%	
31,843	Printing, Stationery and General Office Expenses	22,000	7,918	32,000	10,000	45%	
187,513	Fees and Services	78,000	22,653	228,000	150,000	192%	6
82,908	Communications and Computing	47,000	20,536	83,000	36,000	77%	
4,423	Expenses	2,000	1,473	2,000	0	0%	
3,191	Grants and Subscriptions	2,000	(70)	2,000	0	0%	
795	Miscellaneous Expenses	3,000	369	3,000	0	0%	
(52,846)	Contributions to Provisions	0	0	0	0	0%	
803,219	<b>Supplies and Services</b>	<b>406,000</b>	<b>128,612</b>	<b>685,000</b>	<b>279,000</b>	<b>69%</b>	
661,917	Transfer to Reserve	0	0	709,000	709,000	n/a	7
0	Third Party Payments	0	10	0	0	0%	
5,957,383	<b>Total Expenditure (Local Risk)</b>	<b>5,751,000</b>	<b>1,203,944</b>	<b>6,362,000</b>	<b>611,000</b>	<b>11%</b>	
(249,574)	Government Grants	(356,000)	179,449	(356,000)	0	0%	8
(153,846)	Non Government Grants	0	(3,199)	(3,000)	(3,000)	n/a	
(19,757)	Other contributions	(3,000)	(274,263)	(709,000)	(706,000)	-23533%	7
(147,894)	Sales	(80,000)	(27,260)	(80,000)	0	0%	
(479,929)	Car Parking	(446,000)	(87,046)	(446,000)	0	0%	
(405,069)	Golf Green Fees	(307,000)	(150,582)	(307,000)	0	0%	
(197,648)	Licenses	(149,000)	(140,492)	(200,000)	(51,000)	-34%	9
(110,227)	Facility Charges	(133,000)	(5,803)	(133,000)	0	0%	10
(50,792)	Other Fees and Charges	(22,000)	(79,706)	(22,000)	0	0%	10
(489,376)	Rents, rates, etc	(649,000)	(155,983)	(500,000)	149,000	23%	11
0	Recharges to Capital Projects	(49,000)	0	(49,000)	0	0%	
(405,076)	Transfer from Reserves	0	0	0	0	0%	
(2,709,188)	<b>Total Income (Local Risk)</b>	<b>(2,194,000)</b>	<b>(744,886)</b>	<b>(2,805,000)</b>	<b>(611,000)</b>	<b>-28%</b>	
3,248,195	<b>Total Net Expenditure - Local Risk</b>	<b>3,557,000</b>	<b>459,058</b>	<b>3,557,000</b>	<b>0</b>	<b>0%</b>	
66,787	Central Risk Employees	34,000	0	34,000	0	0%	
16,090	Premises	0	0	0	0	0%	
7,730	Supplies and Services	0	0	0	0	0%	
458,536	Capital Charges	439,000	0	490,000	51,000	12%	12
940,916	Transfer to Reserves	0	0	0	0	0%	
1,490,059	<b>Total Expenditure (Central Risk)</b>	<b>473,000</b>	<b>0</b>	<b>524,000</b>	<b>51,000</b>	<b>11%</b>	
(778,098)	Other Grants, Reimbursements and Contributions	0	0	0	0	0%	
(100,540)	Customer, Client Receipts	0	(528)	(1,000)	(1,000)	n/a	
(36,378)	Investment Income	(18,000)	845	(18,000)	0	0%	
(63,817)	Transfer from Reserves	0	0	0	0	0%	
(978,834)	<b>Total Income (Central Risk)</b>	<b>(18,000)</b>	<b>316</b>	<b>(19,000)</b>	<b>(1,000)</b>	<b>-6%</b>	
511,226	<b>Total Net Expenditure - Central Risk</b>	<b>455,000</b>	<b>316</b>	<b>505,000</b>	<b>50,000</b>	<b>11%</b>	
506,103	Recharges Support Services Support Services	381,000	0	381,000	0	0%	
273,451	Surveyors' Employee Recharge	315,000	0	315,000	0	0%	
374,968	IT Recharge	110,000	0	110,000	0	0%	
38,064	Premises Insurance	38,000	28,161	38,000	0	0%	
10,663	Transport Insurance	11,000	2,461	11,000	0	0%	
28,814	Liability Insurance	34,000	6,163	34,000	0	0%	
1,232,063	<b>Total Support Services</b>	<b>889,000</b>	<b>36,784</b>	<b>889,000</b>	<b>0</b>	<b>0%</b>	
736,859	Recharges Within Fund (Natural Environment Directorate and Learning Team)	1,052,000	0	1,052,000	0	0%	
14,955	Recharges Across Fund (Structural Maintenance)	18,000	0	18,000	0	0%	
1,983,877	<b>Total Expenditure (Recharges)</b>	<b>1,959,000</b>	<b>36,784</b>	<b>1,959,000</b>	<b>0</b>	<b>0%</b>	
(52,547)	Recharges Within Fund (Learning Team and Corporate and Democratic Core)	(77,000)	0	(77,000)	0	0%	
(90,306)	Recharges Across Fund (Woodredon and Warlies)	(43,000)	0	(43,000)	0	0%	
(142,853)	<b>Total Income (Recharges)</b>	<b>(120,000)</b>	<b>0</b>	<b>(120,000)</b>	<b>0</b>	<b>0%</b>	
1,841,024	<b>Total Net Expenditure - Recharges</b>	<b>1,839,000</b>	<b>36,784</b>	<b>1,839,000</b>	<b>0</b>	<b>0%</b>	13
199,087	City Surveyor's - Cyclical Works Programme	70,000	112,071	132,000	62,000	89%	14
263,801	City Surveyor's Repairs and Maintenance	375,000	8,229	325,000	(50,000)	-13%	15
61,473	City Surveyor's Cleaning and Pest Control	65,000	(541)	65,000	0	0%	
325,274	City Surveyor's - Facilities Management	440,000	7,688	390,000	(50,000)	-11%	
6,124,806	<b>Total Net Expenditure</b>	<b>6,361,000</b>	<b>615,918</b>	<b>6,423,000</b>	<b>62,000</b>	<b>1%</b>	

**Notes:**

- 1 Underspend due to vacancies with a number of roles in the TOM2 staffing structure yet to be recruited. This is likely to result in a substantial underspend at year-end. Energy costs are expected to be overspent as a result of increased energy prices on the assumption that central funding will not be provided for energy costs during 2024/25.
- 2 2024/25.
- 3 Overspend on council tax as a result of increases in council tax for 2024/25.
- 4 Additional grounds maintenance costs likely to be required as a result of additional tree works and use of contractors being required. Expenditure to date includes purchase of materials for the golf course. Additional equipment and material purchases likely to take place funded from the underspend on staff salaries.
- 5 on staff salaries.
- 6 Extra expenditure likely to be incurred on fees and services due to the use of outside contractors being required to fill staffing vacancies. £274k received in 2024/25 to date from SAMMS contributions from local authorities with a further £435k due to be received shortly. Any unspent SAMMS amounts will be transferred to a restricted charity reserve at year-end.
- 7 will be transferred to a restricted charity reserve at year-end.
- 8 Negative income figure explained by grant income from 2023/24 not yet received.
- 9 Additional income received from filming licenses meaning the budget is likely to be exceeded. Income from facilities is currently behind profile with income from the line below (other fees and charges) due to be re-allocated in due course. The forecast will be kept under review.
- 10 kept under review.
- 11 Based on the actual from 2023/24, income from rents and wayleaves are projected to be behind budget.
- 12 Additional expenditure forecast as a result of capital charges incurred for assets purchased during the previous financial year. Expenditure incurred to date relating to recharges comprises insurance costs for April to December 2024. All other recharges are due to be processed in March 2025.
- 13 2025.
- 14 Additional expenditure incurred on the Cyclical Works Programme managed by the City Surveyor resulting in a projected overspend compared with the current budget. The overspend is explained by the rephasing of projects such as the Wanstead Park Pond project.
- 15 Projected underspend in relation to the Building, Repairs and Maintenance contract overseen by City Surveyor's.