

## SCOTLAND EXCEL

**To:** Scotland Excel Executive Sub Committee

**On:** 2 October 2015

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**Report by:** Joint Report by the Treasurer and the Director

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**Heading:** Revenue Budget Monitoring Report to 21 August 2015

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### 1. Summary

- 1.1 Gross expenditure is £75,000 under budget and income is currently £32,000 over recovered which results in a net underspend of £107,000 for Scotland Excel. This is summarised in point 4:

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### 2 Recommendations

- 2.1 It is recommended that members consider the report.

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### 3 Budget Adjustments Since Last Report

- 3.1 There have been no budget adjustments since the last report.

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### 4 Budget Performance

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|-----------------------------|--------------------------------|
| <b>4.1 Current Position</b> | <b>Net Underspend £107,000</b> |
| <i>Previously Reported</i>  | <i>Net Underspend £89,000</i>  |

The variance in expenditure is primarily due to underspends in Employee Costs and Contractors offset by an overspend in Payment to Other Bodies.

The underspend in Employee Costs is mainly related to 3 vacancies within procurement roles which are expected to be filled by the end of September. This has been partially offset by a temporary member of staff within the Reform Team during April. This staff member was fully funded with the income received within Other Income.

The underspend in Contractors is due a reduction in the use of consultants to assist Scotland Excel develop tenders for future contracts. This is part of Scotland Excel's long term aim of achieving a sustainable budget and reducing the requirement for external consultants over employed staff members.

Training courses delivered by Scotland Excel have resulted in the overspend within Payments to Other Bodies. These are fully recharged back to delegates and offset by additional income.

The over recovery of Other Income relates to the recoverable Employee Costs and Training Costs discussed above.

## **4.2 Projected Year End Position**

The projected year end position shows a draw down from reserves of £364,900 which is £140,600 less than the approved draw down primarily associated with the reduced consultants discussed in 4.1

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**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2015/16**  
**1st April 2014 to 21st August 2015**

JOINT COMMITTEE : SCOTLAND EXCEL

Description (1)	£000's	Agreed Annual Budget (2)	Year to Date Budget (3)	Year to Date Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance		
		£000's	£000's	£000's	£000's	£000's	£000's	(7)	%
Employee Costs		2,763	891	838	16	854	37	4.2%	underspend
Property Costs		178	88	88	0	88	0	0.0%	breakeven
Supplies & Services		170	43	43	0	43	0	0.0%	breakeven
Contractors and Others		263	102	44	0	44	58	56.9%	underspend
Administration Costs		324	102	92	13	105	(3)	-2.9%	overspend
Payments to Other Bodies		22	1	18	0	18	(17)	-1700.0%	overspend
<b>GROSS EXPENDITURE</b>		<b>3,720</b>	<b>1,227</b>	<b>1,123</b>	<b>29</b>	<b>1,152</b>	<b>75</b>	<b>6.1%</b>	<b>underspend</b>
Contributions from Local Authorities		(3,184)	0	0	0	0	0	0.0%	breakeven
Other Income		(30)	(21)	(49)	(4)	(53)	32	152.4%	Over-recovery
<b>INCOME</b>		<b>(3,214)</b>	<b>(21)</b>	<b>(49)</b>	<b>(4)</b>	<b>(53)</b>	<b>32</b>	<b>152.4%</b>	<b>over-recovery</b>
<b>TRANSFER (TO)/FROM RESERVES</b>		<b>506</b>	<b>1,206</b>	<b>1,074</b>	<b>25</b>	<b>1,099</b>	<b>107</b>	<b>8.9%</b>	<b>underspend</b>

	Agreed Annual Budget	Year to Date Budget	Year to Date Actual	Adjustments	Revised Actual
CORE OPERATIONS EXPENDITURE	3,214	1,074	1,044	14	1,058
NON-CORE OPERATIONS EXPENDITURE	506	153	78	16	94
<b>TOTAL GROSS EXPENDITURE</b>	<b>3,720</b>	<b>1,227</b>	<b>1,122</b>	<b>30</b>	<b>1,152</b>

Budgeted Draw on Reserves	£000's	Opening Reserves
Anticipated Year End Budget Position is an underspend of	506	(734)
	141	(369)