

CLYDE MUIRSHIEL PARK AUTHORITY

To: Joint Committee

On: 14 February 2020

Report by: The Treasurer

Heading: Revenue Budget Monitoring Report to 3 January 2020

1. Summary

- 1.1 Gross Expenditure is currently £19,000 underspent and income is £5,000 over recovered resulting in a net underspend of £24,000. This is summarised in point 4.

2 Recommendations

- 2.1 It is recommended that members consider the report.

3 Budget Adjustments Since Last Report

- 3.1 There have been no budget adjustments since the start of the financial year.

4 Budget Performance

- | | | |
|-----|----------------------------|-------------------------------------|
| 4.1 | Current Position | Net Underspend £24,000 |
| | <i>Previously Reported</i> | <i>Net Underspend £3,000</i> |

The underspend in Employee Costs is due to current vacancies and a member of staff who had maternity leave during the year.

Transport Costs are underspent due to the number of leased vehicles reducing.

The over recovery within Other Income relates to the project income for Semple Stories.

4.2 Projected Year End Position

The projected year end position shows an increase to the general reserve of £17,500.

4.3 VR / VER Costs

At the Joint Committee meeting on 21 June 2019 it was agreed that the one-off costs for the early release of staff, which was estimated at the time to be £68,761, would be funded by utilising £20,000 of reserves and then the remaining balance to be funded by each authority in proportion to the requisition level in 17/18 –

Renfrewshire Council	- £29,257
Inverclyde Council	- £12,190
North Ayrshire Council	- £7,314

The actual one-off costs are £73,250, but due to the projected year end underspend the additional costs will be met from the current year revenue budget.

REVENUE BUDGET MONITORING STATEMENT 2019/20
1st April 2019 to 3rd January 2020

JOINT COMMITTEE : CLYDE MUIRSHIEL PARK AUTHORITY

Description	Agreed Annual Budget	Year to Date Budget	Year to Date Actual	Adjustments	Revised Actual	Budget Variance		
(1)	(2)	(3)	(4)	(5)	(6) = (4 + 5)	(7)		
£000's	£000's	£000's	£000's	£000's	£000's	£000's	%	
Employee Costs	644	462	501	(53)	448	14	3.0%	underspend
Premises Related	38	28	24	4	28	0	0.0%	breakeven
Supplies and Services	186	75	65	8	73	2	2.7%	underspend
Transport Costs	36	22	19	0	19	3	13.6%	underspend
Support Services	38	2	3	(1)	2	0	0.0%	breakeven
Transfer Payments	2	0	0	0	0	0	0.0%	breakeven
GROSS EXPENDITURE	944	589	612	(42)	570	19	3.2%	underspend
Contributions from Local Authorities	(547)	(547)	(507)	(40)	(547)	0	0.0%	breakeven
Other Income	(377)	(276)	(324)	43	(281)	5	1.8%	over-recovery
INCOME	(924)	(823)	(831)	3	(828)	5	0.6%	over-recovery
TRANSFER (TO)/FROM RESERVES	20	(234)	(219)	(39)	(258)	24	10.3%	underspend

	£000's
Bottom Line Position to 3rd January 2020 is an underspend of	<u>24</u>
Anticipated Year End Budget Position is an underspend of	<u>37</u>
Opening Reserves	(98)
Projected Increase in Reserves	<u>(17)</u>
Projected Closing Reserves	<u>(115)</u>

Glossary of Terms

Employee Costs - Includes direct employee costs such as salary costs, overtime and indirect employee Costs such as training, recruitment advertsing.

Premises Related - This group includes expenses directly related to the running of premises and land. Includes rates, rents and leases, utilites, contract cleaning.

Supplies & Services - This includes all direct supplies and service expenses incurred by the committee. Also includes administrative costs such as stationary, postages, printing in addition to ICT equipment, telephony equipment and non recruitment related advertising.

Support Services - Includes central support charges e.g Renfrewshire Council SLA.

Transfer Payments - Includes costs of payments to individuals for which no good or services are received in return e.g Apprenticeship Levy (previously reported under employee costs).

Transport Costs - This group includes all costs associated with the provision, hire or use of transport, including travelling allowances. Includes taxi and car hire costs, Includes staff mileage (previously reported employee costs).