

SCOTLAND EXCEL

To: Scotland Excel Executive Sub Committee

On: 28 August 2015

Report by: Joint Report by the Treasurer and the Director

Heading: Revenue Budget Monitoring Report to 24 July 2015

1. Summary

- 1.1 Gross expenditure is £63,000 under budget and income is currently £26,000 over recovered which results in a net underspend of £89,000 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

- | | | |
|-----|----------------------------|-------------------------------|
| 4.1 | Current Position | Net Underspend £89,000 |
| | <i>Previously Reported</i> | <i>N/A</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 £355,600 which is £149,900 less than the approved draw down primarily associated with the reduced consultants discussed in 4.1

REVENUE BUDGET MONITORING STATEMENT 2015/16
1st April 2014 to 24th July 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	698	643	20	663	35	5.0%	underspend
Property Costs		178	44	44	0	44	0	0.0%	breakeven
Supplies & Services		170	25	25	0	25	0	0.0%	breakeven
Contractors and Others		263	82	39	0	39	43	52.4%	underspend
Administration Costs		324	101	87	13	100	1	1.0%	underspend
Payments to Other Bodies		22	1	15	2	17	(16)	-1600.0%	overspend
GROSS EXPENDITURE		3,720	951	853	35	888	63	6.6%	underspend
Contributions from Local Authorities		(3,184)	0	0	0	0	0	0.0%	breakeven
Other Income		(30)	0	(26)	0	(26)	26	0.0%	Over-recovery
INCOME		(3,214)	0	(26)	0	(26)	26	0.0%	breakeven
TRANSFER (TO)/FROM RESERVES		506	951	827	35	862	89	9.4%	underspend

	Agreed Annual Budget	Year to Date Budget	Year to Date Actual	Adjustments	Revised Actual
CORE OPERATIONS EXPENDITURE	3,214	830	804	1	805
NON-CORE OPERATIONS EXPENDITURE	506	121	49	34	83
TOTAL GROSS EXPENDITURE	3,720	951	853	35	888

Budgeted Draw on Reserves	£000's	Opening Reserves
Anticipated Year End Budget Position is an underspend of	506	(734)
	150	(378)