



Scotland Excel

To: Scotland Excel Executive Sub - Committee

On: 22 March 2019

Report By:

Joint Report by the Treasurer and the Director

Heading:

Revenue Budget Monitoring Report

1. Summary

- 1.1 Gross expenditure is £2,000 under budget and income is currently £6,000 under-recovered, which results in a net year-to-date overspend of £4,000 for Scotland Excel. This is summarised in point 4 below.

2. Recommendations

- 1.2 It is recommended that members consider the report.

3. Budget Adjustments Since Last Report

- 3.1 There have been no budget adjustments.

4. Budget Year-to-Date Position - Core

- | | | |
|-----|----------------------------|-----------------------------|
| 4.1 | Current Position | Net overspend £4,000 |
| | <i>Previously Reported</i> | <i>Net Overspend £5,000</i> |

The expenditure variance is mainly due to an underspend in Employee Costs due to higher than anticipated vacancies and an under-recovery in income relating to Crown Commercial Services.

4.2 Projected Year-end Position - Core

It is currently forecast that Scotland Excel will **break even** at the year-end. The projected Employee Costs underspend of £10,000 arises from the management of vacancies and this is offset by an overspend within Supplies and Services, as previously reported.

Income from the partnership with Crown Commercial Services is projected to be less than anticipated at the start of the year by £20,000. This is offset by additional income from consultancy services.

4.3 Project Income and Expenditure

Members have requested information in relation to the performance of projects; this was also an external audit recommendation in 2017/18. Please refer to the table below:

Period 11 Position	Forecast Year-end Position
Expenditure: £976,364 Income £1,305,163 Net £328,799	Expenditure £1,542,890 Income £1,844,428 Net £301,538
18/19 Opening Project Reserve £264,489	18/19 Forecast Closing Reserves £566,027

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2018/19
1st April 2018 to 6th February 2019

JOINT COMMITTEE : SCOTLAND EXCEL

Description	Agreed Annual Budget	Year to Date Budget	Year to Date Actual	Adjustments	Revised Actual	Year To Date Budget Variance			Year End Position			
						£000's	%		Year End Projection	Year end Variance	Year end Variance	Over / Under Spend
(1)	(2)	(3)	(4)	(5)	(6) = (4 + 5)	(7)			£000's	£000's	%	
£000's	£000's	£000's	£000's	£000's	£000's	£000's	%		£000's	£000's	%	
Employee Costs	3,033	2,368	2,333	25	2,358	10	0.4%	underspend	3,023	10	0.33%	underspend
Premises Related	176	136	119	17	136	0	0.0%	break-even	176	0	0.00%	break-even
Supplies and Services	307	231	231	8	239	(8)	-4.7%	overspend	314	(7)	-2.28%	overspend
Support Services	220	62	62	0	62	0	0.0%	break-even	220	0	0.00%	break-even
Transfer Payments	13	8	8	0	8	0	0.0%	break-even	10	3	23.08%	underspend
Transport Related	0	0	10	(10)	0	0	0.0%	break-even	0	0	0.00%	break-even
GROSS EXPENDITURE	3,749	2,805	2,763	40	2,803	2	0.1%	underspend	3,743	6	-0.16%	underspend
Contributions from Local Authorities	(3,484)	(3,327)	(3,327)	0	(3,327)	0	0.0%	break-even	(3,484)	0	0.00%	break-even
Other Income	(195)	(73)	(67)	0	(67)	(6)	-6.7%	under-recovery	(189)	(6)	3.08%	under-recovery
INCOME	(3,679)	(3,400)	(3,394)	0	(3,394)	(6)	-0.2%	under-recovery	(3,673)	(6)	0.16%	under-recovery
TRANSFER (TO)/FROM RESERVES	70	(595)	(631)	40	(591)	(4)	-0.5%	overspend	70	0	0.00%	break-even

Summary of In-year Movement of Reserves

	£000's
Opening Reserves 1/4/18	(292)
Budgeted Draw on Reserves (Approved at June 18 Com	70
Projected Year End Overspend / (Underspend)	0
Anticipated Closing Reserves	<u>(222)</u>

Glossary of Terms

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

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

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)