

Report to Partnership Meeting 7 February 2020

FINANCE

Revenue Budget Monitoring Report – 1 April 2019 to 31 December 2019

SUMMARY

This report sets out the revenue monitoring position for the period to 31 December 2019 and the projected year end position.

1. Current Position

- 1.1 The annual budget is as approved at the Board Meeting held on 8 February 2019, subsequently amended for the inclusion of the 2018/19 underspend of £23,389. The budget also includes grants received from the Scottish Government's Regional Active Travel Fund and Transport Scotland Active Travel Fund, as well as income from Highland Council, as part of the Inverness City Active Travel Network Programme, and income contributions for research and strategy development work.
- 1.2 The attached summary statement shows the financial position to 31 December 2019. In total income and expenditure is broadly in line with the budget out-turn target.

2. Year End Projection

- 2.1 The year to date actual figures represent the transactions for the nine months ended 31 December 2019 and are in line with management expectations. At present officers are not aware of any anomalies that will distort the overall financial position.
- 2.2 Board Members will note that based on the financial performance to date, it is predicted that at the end of the financial year the budget will deliver a balanced budget.

3. Major Issues and Variances

- 3.1 At present there are no major issues or variances to highlight.
- 3.2 The outturn estimate for miscellaneous income includes income from various external organisations, including constituent authorities, by way of contributions towards project expenditure incurred under the research & strategy development budget line.
- 3.3 Grant monies are due for most of the European projects and will be received in the current year and next financial year.

4. Recommendation

- 4.1 Board Members are asked to approve the above information as well as the attached schedule showing the revenue monitoring position for the period to 31 December 2019.

Report by: Mike Mitchell
Designation: Partnership Treasurer
Date: 5th February 2020

HITRANS - SUMMARY						
STATEMENT OF REVENUE MONITORING TO:			31ST DECEMBER 2019			
2018/2019		2019/2020				
ACTUAL	BUDGET HEADINGS	ANNUAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	TO GO	PROJECTED OUTTURN
	INCOME					
(£200,000)	Councils	(£200,000)	(£200,000)	(£200,000)	£0	(£200,000)
(£200,000)	Scottish Government - Match Funding	(£200,000)	(£150,000)	(£150,000)	(£50,000)	(£200,000)
(£322,750)	Scottish Government - Regional Transport Strategy	(£322,750)	(£112,750)	(£112,750)	(£210,000)	(£322,750)
(£127,006)	Scottish Government - Green Bus Fund	£0	£0	£0	£0	£0
(£112,325)	Grants - Sustrans	(£100,000)	(£100,000)	(£100,000)	£0	(£100,000)
£0	Grants - Regional Active Travel Fund	(£267,000)	(£128,000)	(£127,721)	(£139,279)	(£267,000)
£0	Grants - Transport Scotland Active Travel Fund	(£240,000)	(£240,000)	(£240,000)	£0	(£240,000)
(£115,000)	Grants - Press'NRide	£0	£0	£0	£0	£0
(£117,736)	Other Misc Income	(£75,000)	£0	(£1,119)	(£257,881)	(£259,000)
	Community Links Projects					
(£75,000)	Inverness Station Project	£0	£0	£0	£0	£0
£0	Inverness City Active Travel Network Programme	(£82,000)	(£38,000)	(£37,357)	(£51,143)	(£88,500)
	European Projects					
(£186,218)	SPARA 2020 Project	£0	£0	(£197,835)	(£80,000)	(£277,835)
(£103,175)	ERDF Smart Cities	£0	£0	£0	(£50,000)	(£50,000)
(£3,630)	G-PaTRA	£0	£0	£0	(£146,500)	(£146,500)
£0	INCLUSION Project	£0	£0	£0	(£33,000)	(£33,000)
(£24,458)	2018/19 Surplus	(£23,389)	(£23,389)	(£23,389)	£0	(£23,389)
(£1,587,298)		(£1,510,139)	(£992,139)	(£1,190,171)	(£1,017,803)	(£2,207,974)
	DIRECT RUNNING COSTS					
£346,145	Staff Salary Costs	£393,000	£294,750	£294,466	£98,534	£393,000
£28,986	Staff & Members/Advisers Travel and Subsistence	£30,000	£22,500	£18,275	£6,725	£25,000
£11,263	Partnership/Consultation Meetings	£10,000	£7,500	£11,419	£1,081	£12,500
£19,305	Office Costs - Property	£22,000	£16,500	£17,658	£3,342	£21,000
£25,383	Office Costs - Admin	£20,000	£15,000	£16,286	£3,714	£20,000
£431,082		£475,000	£356,250	£358,104	£113,396	£471,500
	PROGRAMME COSTS					
£10,875	Publicity	£10,000	£7,500	£10,662	£1,338	£12,000
£444,706	Research & Strategy Development	£280,250	£200,000	£386,600	£58,374	£444,974
£132,013	Active Travel - Sustrans Project Work	£100,000	£68,000	£67,000	£33,000	£100,000
£0	Regional Active Travel Fund	£267,000	£122,000	£126,658	£140,342	£267,000
£0	Transport Scotland Active Travel Fund	£240,000	£200,000	£239,999	£1	£240,000
£1,117	Car Club Development	£0	£0	£0	£0	£0
£0	Scottish Islands Passport	£0	£0	£9,254	£8,746	£18,000
	Community Links Projects					
£30,000	Inverness Station Project	£0	£0	£0	£0	£0
£24,918	Inverness City Active Travel Network Programme	£74,500	£55,000	£63,485	£11,015	£74,500
	European Projects					
£191,945	SPARA 2020 Project	£0	£0	£318,550	£450	£319,000
£123,048	ERDF Smart Cities	£23,389	£10,000	£8,685	£7,315	£16,000
£133,069	G-PaTRA	£0	£0	£148,159	£11,841	£160,000
£2,597	INCLUSION Project	£0	£0	£23,277	£9,723	£33,000
£181	Stronger Combined	£0	£0	£1,130	£3,870	£5,000
£455	MOVE Project	£0	£0	£4,128	£872	£5,000
£0	SUV	£0	£0	£849	£1,151	£2,000
£1,094,924		£995,139	£662,500	£1,408,436	£288,038	£1,696,474
£37,903	Finance and Administrative Services	£40,000	£0	£0	£40,000	£40,000
£1,563,909	TOTAL COSTS	£1,510,139	£1,018,750	£1,766,540	£441,434	£2,207,974
(£23,389)	(UNDER) / OVERSPEND	£0	£26,611	£576,369	(£576,369)	£0