

Item:
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Report to Partnership Meeting 3 February 2023

FINANCE

REVENUE BUDGET PROPOSAL 2023 - 2024

1. Annex 1 shows the budget that is being recommended for approval for the next financial year covering the Partnership’s running costs and research and strategy development programme costs, and the income from Partner Councils, the Scottish Government and other external agencies to cover these costs.

Income

2. **Councils** – The funding formula for Council contributions was agreed by the Partnership in July 2006. This is based 50% on voting weight and 50% on population share. The population figures have been updated to take account of the 2017 position as shown in the General Register Office for Scotland. The 2018 position, the most recent published data, has been reviewed and there has been very little change in the population figures, therefore the percentage share of income to be contributed by each Council remains the same and is:

Council	Voting Share	Population share	Total
Argyll and Bute	6.25%	6.85%	13.1%
CnES	6.25%	3.05%	9.3%
Highland	18.75%	26.7%	45.45%
Moray	12.5%	10.9%	23.4%
Orkney	6.25%	2.5%	8.75%
	50%	50%	100%

3. The Scottish Government has at officer level indicated that the RTP budget line in their proposed Scottish Budget for 2023/24 will remain at the 2011/12 to 2021/22 level of £522,750. As Scottish Government core grant (£200,000) has remained the same, the proposal is not to increase Constituent Authorities contributions. This will allow the Partnership to continue to achieve the Government’s annual efficiency target, for 2023/24 proposed as 3%.
4. Sustrans continue to support active travel work, with a further £0.100m grant award for 20223/2.
5. Transport Scotland, through their regional active travel grant of £1,115,00, continues to support active travel work in 2023/24.
6. A budget is included to recover all salary costs in relation to European and other project costs.

Expenditure

1. The commitments on the 2023/24 budget are:
 - **Staff Salary Costs** – The salaries, pension contributions, employers national insurance contributions and apprentice levy for the Partnership Director, 2 Partnership Managers, Office Manager, Active Travel Officer, the Public Transport Officer and Projects and Policy Officer salary costs are included under running costs of the Partnership. In line with Scottish Local Authorities salaries provision, allowance has been made for a 3.5% increase in basic salary costs.
 - **Research and Strategy Development** budget remains consistent with 2022/23 figures at £293,000.
 - **All other Budget Headings** have been set at 2022/23 levels, and are achievable given the spending patterns currently prevailing for the 2022/23 financial year.

2. Board Members are asked to approve the above information as well as the following Annex.

Report by: Carolyn Moir
Designation: Partnership treasurer
Date: 30th January 2022

Annex 1

Budget Heading	Budget 22/23	Budget 2023/24 Recommendation
Income		
Argyll and Bute	26,200	26,200
CnES	18,600	18,600
Highland	90,900	90,900
Moray	46,800	46,800
Orkney	17,500	17,500
Scottish Government - Core	200,000	200,000
Scottish Government - Non-Core	322,750	322,750
SUSTRANS - Active Travel	100,000	0
Active Travel Project	0	100,000
Grants - Regional Active Travel	1,115,000	1,055,000
European and Other Project Grants	188,000	188,000
Total Income	2,125,750	2,065,750
Running Costs		
Staff Salary Costs	416,120	449,500
Staff/Member/Advisors Travel/Subsistence	14,000	14,000
Partnership/Consultation Meetings	6,000	6,000
Office Costs - Property	22,000	22,000
Office Costs - Administration	25,000	25,000
	483,120	516,500
Programme Costs		
Publicity	10,000	10,000
Research and Strategy Development	289,630	293,000
Specific Ring-fenced Project Costs	1,115,000	1,055,000
European and Other Project Salary Costs	188,000	151,250
	1,602,630	1,509,250
Finance/HR/Legal/Admin		
CnES	8,000	8,000
Highland	21,500	21,500
External Audit	10,500	10,500
	40,000	40,000
Total Costs	2,125,750	2,065,750