



Report to Partnership Meeting 12 September 2025

FINANCE

Revenue Budget Monitoring Report – 1 April 2024 to 31 March 2025

SUMMARY

This report sets out the final outturn revenue monitoring position for the year ended 31 March 2025.

1. Current Position

- 1.1 The annual budget is as approved at the Board Meeting held on 2 February 2024. The budget also includes 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 final outturn financial position for the year ended 31 March 2025. The figures show an underspend of £2,778. The February monitoring statement, reported to the April Board meeting, predicted an overspend of £9k at the end of the financial year.
- 1.3 The underspend of £2,778 was due to a slight increase in anticipated income over costs incurred. This has been added to the General Fund Reserve brought forward of £71,000 and leaves a balance of £73,778 to be carried forward to 2025/26 financial year.

2. Year End Projection

- 2.1 The year-to-date actual figures represent the transactions for the year ended 31 March 2025 and are broadly in line with management expectations. The audit of the annual accounts is being finalised as this report is being written.
- 2.2 Board Members will note that based on the financial performance to date, the final outturn shows an overall underspend of £2,778. The underspend, due to a change in legislation included in the Transport (Scotland) 2019, is transferred to the Partnership's General Fund Reserve and held along with the previous reserve figure.

3. Major Issues and Variances

- 3.1 Income was £28,343 more than budgeted. The Regional Active Travel Fund (People & Places) received £148k more income than was anticipated, though some other projects that had been budgeted for (G-PATRA, CnES, DRT APP) received little or no income as they had already been concluded. The FASTER project resulted with a debit balance of £116k due to an accrual adjustment at the end of financial year 23/24 being overstated.

SATE project received £218k additional income than was budgeted for, but also incurred additional expenses of £173k.

- 3.2 Direct running costs are £98k underspent compared to budget. This is mostly due to unfilled staff vacancies.
- 3.3 Other Programme costs are £110k over budget. Whilst some projects had little or no spend against them (see 3.1 above), there was additional spend against Hi-Bike (£250k) and Hi-Travel (£109k) though this expenditure was largely covered by grant funding received for Regional Active Travel (People and Places).

4. Recommendation

- 4.1 Board Members are asked to approve the above information as well as the attached schedule showing the final outturn revenue monitoring position for the year ended 31 March 2025.

Report by:	Jennifer Johnston
Designation:	Partnership Treasurer
Date:	12 th September 2025

STATEMENT OF REVENUE MONITORING TO: 31 MAR 2025					
2023/24		2024/25			
ACTUAL	BUDGET HEADINGS	ANNUAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	YEAR-END VARIANCE
	INCOME				
(£200,000)	Councils	(£200,000)	(£200,000)	(£200,000)	£0
(£200,000)	Scottish Government - Match Funding	(£200,000)	(£200,000)	(£200,000)	£0
(£322,750)	Scottish Government - Regional Transport Strategy	(£322,750)	(£322,750)	(£296,613)	£26,138
£0	Grants - Sustrans	£0	£0	£0	£0
(£1,050,843)	Grants - Regional Active Travel Fund	(£1,736,000)	(£1,736,000)	(£13,000)	£1,723,000
(£95,699)	Grants - Scottish Islands Passport	£0	£0	(£7,947)	(£7,947)
(£293,681)	Other Misc Income	£0	£0	£0	£0
(£1,564,000)	Cuan Sound / Jura Ferry	£0	£0	£0	£0
	Community Links Projects				
(£95,640)	Inverness City Active Travel Network Programme	£0	£0	£0	£0
(£36,042)	Bus Investment Fund	£0	£0	£0	£0
£0	Hi-Travel	£0	£0	(£41,500)	(£41,500)
	European Projects				
£0	European and Other Project Grants			£0	£0
(£23,676)	ERDF			(£16,112)	(£16,112)
(£78,049)	G-Patra	(£50,000)	(£50,000)	£0	£50,000
(£100,000)	CnES	(£50,000)	(£50,000)	(£16,906)	£33,094
£0	Inclusion	£0	£0	£0	£0
£9,874	Stronger Combined	£0	£0	£0	£0
£0	MOVE Project	£0	£0	£0	£0
(£209,782)	PAVe	£0	£0	£0	£0
(£330,627)	Maas	(£87,000)	(£87,000)	(£60,864)	£26,136
(£968,206)	FASTER	£0	£0	£115,696	£115,696
£26,904	Ride 2Autonomy	£0	£0	£0	£0
(£80,276)	EHUBS	£0	£0	£0	£0
	People and Places	£0	£0	(£1,870,933)	(£1,870,933)
(£207,907)	SATE	(£600,000)	(£600,000)	(£818,039)	(£218,039)
(£103,669)	EVIF	(£145,000)	(£145,000)	(£52,750)	£92,250
(£29,256)	Ruralities	(£150,000)	(£150,000)	(£79,502)	£70,498
(£48,157)	Hi-Bike	£0	£0	(£26,484)	(£26,484)
£0	DRT APP	(£35,000)	(£35,000)	£0	£35,000
£0	CAV	£0	£0	(£19,139)	(£19,139)
(£6,001,482)	TOTAL INCOME	(£3,575,750)	(£3,575,750)	(£3,604,093)	(£28,343)
	DIRECT RUNNING COSTS				
£402,343	Staff Salary Costs	£400,750	£400,750	£276,500	(£124,250)
£19,866	Staff & Members/Advisers Travel and Subsistence	£14,000	£14,000	£20,721	£6,721
£13,488	Partnership/Consultation Meetings	£11,000	£11,000	£6,088	(£4,912)
£17,846	Office Costs - Property	£17,000	£17,000	£23,956	£6,956
£26,048	Office Costs - Admin	£25,000	£25,000	£42,167	£17,167
£479,591	TOTAL DIRECT RUNNING COSTS	£467,750	£467,750	£369,431	(£98,319)
	PROGRAMME COSTS				
£9,359	Publicity	£10,000	£10,000	£18,357	£8,357
£271,896	Research & Strategy Development	£185,000	£185,000	£239,851	£54,851
£0	Active Travel - Sustrans Project Work	£0	£0	£0	£0
£668,936	Regional Active Travel Fund	£1,736,000	£1,736,000	£24,142	(£1,711,858)
£172,188	Scottish Islands Passport		£0	£27,373	£27,373
	Community Links Projects		£0		£0
£169,040	Inverness City Active Travel Network Programme	£0	£0	£0	£0
£0	Hi Travel	£0	£0	£109,349	£109,349
£22,058	Bus Investment Fund	£0	£0	£0	£0
£1,564,000	Cuan Sound / Jura Ferry	£0	£0	£0	£0
	European Projects				
£0	European and Other Project Costs	£0	£0	£0	£0
£33,823	ERDF	£0	£0	£0	£0
£53,280	G-PaTRA	£50,000	£50,000	£0	(£50,000)
£243,458	PAVe Project		£0	£0	£0
£234,023	MaaS	£87,000	£87,000	£3,179	(£83,821)
£44,846	CnES SCSP	£50,000	£50,000	£15,448	(£34,552)
£283,717	Hi-Bike SCSP	£0	£0	£250,071	£250,071
£1,179,194	FASTER		£0	£10,900	£10,900
£0	Ride2Autonomy		£0	£0	£0
£45,015	DRT APP	£35,000	£35,000	£11,635	(£23,365)
£163,571	eHUBS		£0	£0	£0
£0	People and Places		£0	£1,538,365	£1,538,365
£172,476	SATE	£600,000	£600,000	£773,195	£173,195
£5,489	RURALITIES	£150,000	£150,000	£56,379	(£93,621)
£0	CAV		£0	£1,539	£1,539
£121,443	EVIF	£145,000	£145,000	£78,397	(£66,603)
£0	Stronger Combined	£0	£0	£0	£0
£0	MOVE Project	£0	£0	£0	£0
£5,457,812	TOTAL PROGRAMME COSTS	£3,048,000	£3,048,000	£3,158,181	£110,181
£56,969	FINANCE ADMINISTRATIVE COSTS	£60,000	£60,000	£73,703	£73,703
£5,994,372	TOTAL COSTS	£3,575,750	£3,575,750	£3,601,315	£85,565
(£7,110)	(UNDER) / OVERSPEND	£0	£0	(£2,778)	£57,222

