Item:
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HITRANS

THE HIGHLANDS AND ISLANDS TRANSPORT PARTNERSHIP

Report to Partnership Meeting 7 November 2025

FINANCE

Revenue Budget Monitoring Report – 1 April 2025 to 30 September 2025

SUMMARY

This report sets out the revenue monitoring position for the period to 30 September 2025 and the projected year end position.

1. Current Position

1.1 The annual budget is as approved at the Board Meeting held on 7 February 2025. 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 financial position to 30 September 2025. The variance to budget to date is a £0.089m overspend, which is due to time differences mainly with income.

2. Year End Projection

2.1 The year-to-date actual figures represent the transactions for the six months ended 30 September 2025. Despite the overspend showing 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 there will be a slight surplus of £0.003m.

2.3 Due to the change in legislation Regional Transport Partnerships can now hold a General Fund Reserve, therefore any under or overspend will be credited to the Reserve. Any overspends will continue to be proportionately levied on the Constituent Local Authorities.

3. Major Issues and Variances

3.1 The main variance is due to income for projects which hasn't been received from partners yet. The budgets for these projects have been profiled mostly pro rata, however timing issues between expenditure being incurred and income being received will result in variances. For some projects, income may not be received until the end of the financial year but, where this is known, the budgets to date have been adjusted accordingly.

3.2 Staff budget currently looks to be on target to meet the annual budget.

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 30 September 2025.

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

STATEMENT OF REVENUE MONITORING TO: 30 SEPTEMBER 25

2024/2025		2025/2026					
ACTUAL	BUDGET HEADINGS	ANNUAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	TO GO	PROJECTED OUTTURN	YEAR-END VARIANCE
	INCOME						
(£200,000)	Councils	(£200,000)	(£200,000)	(£200,000)	£0	(£200,000)	£0
(£200,000)	Scottish Government - Match Funding	(£200,000)	(£100,000)	(£113,613)	(£86,388)	(£200,000)	£0
(£296,613)	Scottish Government - Regional Transport Strategy	(£296,612)	£0	£0	(£296,612)	(£296,612)	£0
(£13,000)	Grants - Regional Active Travel Fund	£0	£0	£0	£0	£0	£0
(£1,870,933)	Grants - Scottish Government People & Place	(£2,431,884)	(£1,215,942)	(£781,497)	(£1,650,387)	(£2,431,884)	£0
(£7,947)	Grants - Scottish Islands Passport	£0	£0	(£1,795)	£0	(£1,795)	(£1,795)
£0	Other Misc Income	£0	£0	(£1,500)	£0	(£1,500)	(£1,500)
	Community Links Projects						£0
£0	Inverness City Active Travel Network Programme	£0	£0	£0	£0	£0	£0
£0	Bus Investment Fund	£0	£0	£0	£0	£0	£0
(£41,500)	Hi-Travel	(£100,000)	£0	£0	(£100,000)	(£100,000)	£0
	European Projects						£0
£0	European and Other Project Grants	(£188,000)	£0	£0	(£188,000)	(£188,000)	£0
(£16,112)	ERDF	£0	£0	£0	£0	£0	£0
£0	G-Patra	£0	£0	£0	£0	£0	£0
(£16,906)	CnES	(£50,000)	(£25,000)	£0	(£50,000)	(£50,000)	£0
(£60,864)	Maas	£0	£0	£0	£0	£0	£0
£115,696	FASTER	£0	£0	£0	£0	£0	£0
(£818,039)	SATE	(£600,000)	£0	£0	(£600,000)	(£600,000)	£0
(£52,750)	EVIF	(£145,000)	(£72,500)	(£11,250)	(£133,750)	(£145,000)	£0
(£79,502)	Ruralities	(£188,000)	(£94,000)	(£22,329)	(£165,671)	(£188,000)	£0
(£26,484)	Hi-Bike	(£137,000)	(£137,000)	(£18,714)	(£118,286)	(£137,000)	£0
£0	DRT APP	(£35,000)	£0	£0	(£35,000)	(£35,000)	£0
(£19,139)	CAV	£0	£0	£0	£0	£0	£0
	2024/25 Surplus (Deficit)	£0	£0	£0	£0	£0	£0
(£3,604,092)	**TOTAL INCOME**	**(£4,571,496)**	**(£1,844,442)**	**(£1,150,697)**	**(£3,424,094)**	**(£4,574,791)**	**(£3,295)**
	DIRECT RUNNING COSTS						
£276,500	Staff Salary Costs	£377,662	£188,831	£156,334	£221,328	£377,662	£0
£20,721	Staff & Members/Advisers Travel and Subsistence	£15,000	£7,500	£8,056	£6,944	£15,000	£0
£6,088	Partnership/Consultation Meetings	£11,000	£5,500	£7,563	£3,437	£11,000	£0
£23,956	Office Costs - Property	£17,000	£8,500	£4,644	£12,356	£17,000	£0
£42,167	Office Costs - Admin	£25,000	£12,500	£23,677	£1,323	£25,000	£0
£369,431	**TOTAL DIRECT RUNNING COSTS**	**£445,662**	**£222,831**	**£200,275**	**£245,387**	**£445,662**	**£0**
	PROGRAMME COSTS						
£18,357	Publicity/Training	£15,000	£7,500	£12,829	£2,171	£15,000	£0
£239,851	Research & Strategy Development	£175,950	£87,975	£144,732	£31,218	£175,950	£0
£24,142	Regional Active Travel Fund	£0	£0	£4,838	(£4,838)	£0	£0
£1,538,365	People and Place	£2,431,884	£1,215,942	£780,403	£1,651,481	£2,431,884	£0
£27,373	Scottish Islands Passport		£0	£4,429	(£4,429)	£0	£0
	Community Links Projects						£0
£0	Inverness City Active Travel Network Programme	£0	£0		£0	£0	£0
£109,349	Hi Travel	£100,000	£50,000	£58,007	£41,993	£100,000	£0
	European Projects						£0
	European and Other Project Costs	£188,000	£94,000	£0	£188,000	£188,000	£0
£0	ERDF	£0	£0	£0	£0	£0	£0
£0	G-PaTRA	£0	£0	£0	£0	£0	£0
£3,179	MaaS	£0	£0	£27	(£27)	£0	£0
£15,448	CnES SCSP	£50,000	£25,000	£0	£50,000	£50,000	£0
£250,071	Hi-Bike SCSP	£137,000	£68,500	£304,934	(£167,934)	£137,000	£0
£10,900	FASTER	£0	£0	£0	£0	£0	£0
£11,635	DRT APP	£35,000	£17,500	£139	£34,861	£35,000	£0
£773,195	SATE	£600,000	£300,000	£73,127	£526,873	£600,000	£0
£56,379	RURALITIES	£188,000	£94,000	£29,783	£158,217	£188,000	£0
£1,539	CAV	£0	£0	£128	(£128)	£0	£0
£78,397	EVIF	£145,000	£72,500	£37,116	£107,884	£145,000	£0
£3,158,182	**TOTAL PROGRAMME COSTS**	**£4,065,834**	**£2,032,917**	**£1,450,493**	**£2,615,341**	**£4,065,834**	**£0**
£73,703	**FINANCE AND ADMINISTRATIVE SERVICES**	**£60,000**	**£0**	**£304**	**£59,696**	**£60,000**	**£0**
£3,601,316	**TOTAL COSTS**	**£4,571,496**	**£2,255,748**	**£1,651,072**	**£2,920,424**	**£4,571,496**	**£0**
(£2,776)	**(UNDER) / OVERSPEND**	**£0**	**£411,306**	**£500,375**	**(£503,670)**	**(£3,295)**	**(£3,295)**