

Board Meeting

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| Date of Meeting | Monday 18 June 2018 |
| Paper Title | GCRB Budget - 2018-19 |
| Agenda Item | 14 |
| Paper Number | BM5-L |
| Responsible Officer | Jim Godfrey, Finance & Resources Director |
| Status | Disclosable |
| Action | For Approval |

1. Report Purpose

- 1.1. To seek the Board's approval for the GCRB budget costs for 2018-19.

2. Recommendations

- 2.1. The Board is asked to **approve** the Budget for 2018-19.

3. Estimated Income and Expenditure for 2018-19

- 3.1. Budgeted income for 2018-19 consists of an allocation set aside from the regional grant allocation (£430,000).
- 3.2. The table overleaf provides a summary of budgeted income and expenditure for 2018-19. A number of assumptions have been made in order to prepare this draft budget. These assumptions are set out below.
- 3.3. The budgeted staff costs of GCRB are based upon the structure of an Executive Director, Finance & Resources Director and Executive Assistant. For the purpose of this budget, a 2% salary increase is assumed to be in place from the 1 April 2019. The budget for staff costs also includes any salary increments that are due under the terms of any employment contract.
- 3.4. Board costs include the allowance paid to the Chair of GCRB, the cost of the Board Secretary and an estimate for Board Member expenses.
- 3.5. Audit costs include the cost of internal audit at £8,000, which is based upon the contract awarded in 2016. The cost of external audit is budgeted to be £20,000, which includes an estimated amount for the work in respect of the consolidated accounts.
- 3.6. Other costs include estimated amounts for independent legal advice, communications support, insurance, travel expenses, stationery, subscriptions, general running costs and a small contingency for unplanned expenditure.

3.7. On the basis that there are no amounts carried forward at the end of 2017-18, and no further grants are received from the Scottish Funding Council, then it is expected that £430,000 will be required in 2018-19. This is lower than the Scottish Government estimate of the regional running costs, which suggested that the annual cost for a regional board would be £540,000 (£430k Staffing and £110k other costs). It is also slightly lower than the budget for 2017-18.

| | £'000 | £'000 | £'000 | £'000 |
|-------------------------------|---------|----------------|---------|----------------|
| | 2018-19 | 2018-19 | 2017-18 | 2017-18 |
| Income | | | | |
| Allocated from Regional Grant | 430 | | 381 | |
| SFC Grant | 0 | | 55 | |
| Total | | 430 | | 436 |
| | | | | |
| Expenditure | | | | |
| Staffing | 270 | | 291 | |
| Board Costs | 72 | | 70 | |
| Audit | 28 | | 28 | |
| Other | 60 | | 47 | |
| Total | | 430 | | 436 |
| | | | | |
| Funds Carried Forward | | 0 | | 0 |

3.8. The GCRB budget for 2018-19 was considered by the Performance and Resources Committee on 7 June 2018 and recommended for approval by the Board.

4. Risk Analysis

4.1. There are no risks associated with this report.

5. Legal Implications

5.1. There are no specific legal implications associated with this report.

6. Resource Implications

6.1. The financial implications associated with the 2018-19 budget are set out in the body of the report.

7. Strategic Plan Implications

7.1. This report does not have a direct impact on the achievement of the Regional Outcome Agreement. However, the resources utilised for the purpose of GCRB will contribute to the achievement of the outcomes in 2018-19.