BUDGET SETTING: DIFFERENT PLAN VERSIONS



September 2011

Version History

Version	Date	Author	Reason	Approved
0.1	27 September 2011	Leanne Hillyer	Initial Draft	

Background

The process for allocating inflation, as well as growth, saving etc requires a number of plan versions to be created in SAP.

As a reference to assist users and avoid any confusion, this document has been produced detailing what plans are available and at which point each of the budget setting process each of them should be used. It will also highlight some reports that may be useful in the budget setting process.

Details of Plan Versions

Details of the plan versions are as follow:

Plan	
Version	Description
0	Approved
Р	Permanent
SB1	Adjusted Base
Т	Temporary
С	Current/Revised Estimate
SB2	Adjusted Base plus Inflation
SB3	Increments
SB4	CECs
SB5	Full Year Virements
SB6	Growth
SB7	Savings
SB8	Cabinet
SB9	Council

Prior to consolidating version 0 and P to arrive at the adjusted base position, plan version P should be locked to ensure that the adjusted base position does not change prior to inflation being added. Departments will be given sufficient notice that plan P is to be locked to ensure all final adjustments have been made. Temporary virements can still be made in the current year without affecting the base position.

Which Plan Version to Use

Budget preparation is an annual exercise and below is an illustration of the available plans and at which point each of the plans will be used in the rolling process.

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2012/13 2012/13 Approved Permanent Adjusted Base Temporary Revised Estimate	0 P SB1 T C	2013/14 2012/13 Adjusted Base Adjusted Base plus Inflation Increments CECs Full Year Virements Growth Savings Cabinet Council 2013/14 Approved Budget	SB1 SB2 SB3 SB4 SB5 SB6 SB7 SB8 SB9 0					

Reports Available To Assist in Budget Preparation

• S_ALR_87013611 Cost Centers: Actuals/Plan/Variance

Transaction S_ALR_87013611 Cost Centers: Actuals/Plan/Variance is the report that will be used to compare actual spend against planned spend.

To access this report the following steps will need to be completed (the example shown will access the plan version SB6 Growth).

1. Log-on to SAP and enter transaction S_ALR_87013611.



2. Ensuring the fiscal year is correct, you will need to enter plan version SB6 on the screen (as below) and execute the report.

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3. The following report will then be displayed.

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• ZBSR DCC Budget Setting Report

You may also find the ZBSR DCC Budget Setting Report within SAP useful. It is accessed as follows:

1. Log-on to SAP and enter transaction ZBSR (as below).



2. The following screen will then be shown. Ensure the fiscal year is as required and then execute the report.

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3. The following report will then be available.

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NB. This report will enable you to ascertain the value of inflation added to a cost element/cost centre. By generating a report for SB2 (adjusted base plus inflation) and then a separate one for SB1 (adjusted base) by subtracting SB1 from SB2 this will show you the value of inflation added.