



Revenue Monitoring Report as at 12 October 2019, Period 7

Committee Strategy & Programmes

Date of meeting 22 November 2019

Date of report 5 November 2019

Report by Assistant Chief Executive

1. Object of report

To advise members of the committee of the revenue expenditure incurred as at the end of Period 7 (12 October 2019) and the projected outturn for the current financial year.

2. 2019/20 Current Position

The Partnership core revenue budget for 2019/20 was set at £36.500 million.

In 2019/20 the savings programme and patronage/income growth continue to be driven through strongly. The main variances are highlighted in Appendix 1 with detailed departmental revenue monitoring reports at Appendix 2.

SPT has made significant savings under employee costs through the continued review of services to ensure that the organisation continues to deliver in the most efficient and effective manner. Although, SPT has recently filled a number of posts and continues to recruit in key areas, due to the time lag of recruitment, a significant underspend is forecast this financial year.

At Period 7, Subway income is ahead of budget by £0.544m or 5%. Income banked to date has been reflected in the outturn position. However at this stage, the year end outturn does not forecast a further over recovery of income in the remaining periods as there continues to be fluctuations between weekly income figures in recent periods, and in comparison with the previous year, therefore making it difficult to ascertain a clear income trend to year end. This will continue to be reviewed in the remainder of the financial year to establish if current trends are sustainable.

As detailed in Appendix 1, there are other variances to the budget resulting in a positive variance at Period 7. It is proposed at this stage to allocate an additional £2m to the Subway Fund resulting in a net positive variance of £0.123m. Although the positive variance is welcome at this stage, there are various factors that could have a negative impact on SPT's year-end financial position:

- due to the age of the Subway system there is an increased potential for disruption, which could lead to extra cost pressures and reduced income levels;
- increased costs arising from the operational readiness work plan;

- continued pressure to support bus services in locations where commercial operators are withdrawing services; and
- SPT is facing increased inflationary pressures on all supply contracts.

The additional contribution of £2m to the Subway Fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway, including Operational Readiness, as a whole.

The Subway Fund is an essential tool in the management of both revenue and Subway pressures during the Modernisation programme, when increased costs arising from the operation of two systems will require to be accommodated. SPT is aiming to ensure these costs do not fall on the local authorities within the SPT area. This increased contribution to the fund will allow SPT to be able to respond not only to the increased subway costs that are arising during the transition from old to new but it also anticipated that funds could be utilised in due course, if necessary, to support increased costs arising from bus market failures and support to local authority capital projects. These Subway transition costs are now being incurred, albeit at a low level at this stage, but are expected to ramp up over the coming financial years and the Subway Fund will be key to smoothing the impact on SPT's financial position in this period.

The recent Transport Bill contained provisions to allow SPT to hold reserves in support of all its functions, and an updated reserves policy will be presented to the Partnership following the enactment of the Bill.

3. Conclusions

Having taken account of all SPT service priorities across the revenue and capital programmes and the proposed contribution to the Subway Fund of £2m, a positive variance of £0.123m is forecast. All expenditure heads will continue to be monitored to ensure a year end break even position is achieved.

4. Committee action

The committee is recommended to:

- note the projected outturn position on the information available at the end of Period 7; and
- agree the proposed contribution to the Subway Fund of £2m.

5. Consequences

Policy consequences	<i>None.</i>
Legal consequences	<i>None.</i>
Financial consequences	<i>As outlined in the report.</i>
Personnel consequences	<i>None.</i>
Equalities consequences	<i>None.</i>
Risk consequences	<i>None.</i>

Name Valerie Davidson

Title **Assistant Chief Executive**

Name Gordon MacLennan

Title **Chief Executive**

For further information, please contact *Neil Wylie, Director of Finance & HR*, on 0141 333 3380.

Appendix 1: Major forecast variances as at Period 7, 12 October 2019



Ref	Subjective Heading	Saving / (Overspend)	Variance Description
1	Employee Costs	£1,312,500	The projected underspend reflects savings from vacancies in the current establishment. Although, SPT has recently filled a number of posts and continues to recruit in key areas, due to the time lag of recruitment, a significant underspend is forecast this financial year.
2	Subway Income	£500,000	Over recovery of income achieved to P7 due to steady patronage and increased ticket prices.
3	Interest Received	£350,000	The forecast overachievement is due to continued close management of cash balances, which currently remain higher than long term forecasts as detailed in SPT's Treasury Management reports.
4	Supplies and Services	(£40,000)	Reflects projected under recovery of capitalised salaries under Projects and additional agency staff costs under Contact Centre. Both of which are due to vacant posts in department establishments.
5	Contribution to Subway Fund	(£2,000,000)	The additional contribution of £2m to the Subway fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway as a whole. The revised annual contribution is now £14,049 million, which keeps SPT on track for meeting its overall long term funding commitments.
Net forecast saving / (overspend)		£122,500	



Committee Report by Division

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
Chief Executive								
Cabinet	239,218	242,240	3,022	1%	449,875	449,875	-	0%
Total Chief Executive	239,218	242,240	3,022	1%	449,875	449,875	-	0%
Operations								
Subway	(604,875)	818,451	1,423,326	174%	(481,280)	723,720	1,205,000	167%
Bus Operations	8,334,499	8,918,106	583,607	7%	16,101,197	16,562,197	461,000	3%
Projects	567,983	509,976	(58,007)	(11%)	863,099	947,099	84,000	9%
Health and Safety	85,662	85,946	284	0%	159,614	159,614	-	0%
Customer Standards	287,052	301,650	14,597	5%	560,206	560,206	-	0%
Total Operations	8,670,321	10,634,129	1,963,808	18%	17,202,836	18,952,836	1,750,000	9%
Business Support								
Finance	704,937	800,885	95,948	12%	1,342,358	1,487,358	145,000	10%
Digital	492,077	538,606	46,529	9%	945,269	1,000,269	55,000	5%
Human Resources	141,813	144,900	3,087	2%	269,099	269,099	-	0%
Legal Services	149,803	260,093	110,290	42%	318,030	483,030	165,000	34%
Business Support	121,872	139,620	17,748	13%	231,794	259,294	27,500	11%
Elected Members	25,591	33,866	8,274	24%	62,893	62,893	-	0%
Contact Centre	235,801	241,353	5,552	2%	393,226	448,226	55,000	12%
Corporate	254,318	559,058	304,739	55%	1,113,250	1,038,250	(75,000)	(7%)
Total Business Support	2,126,213	2,718,380	592,167	22%	4,675,920	5,048,420	372,500	7%
Contribution to Subway Fund	6,487,704	6,487,705	0	0%	14,048,594	12,048,594	(2,000,000)	(17%)
Net Total	17,523,457	20,082,454	2,558,997	13%	36,377,226	36,499,726	122,500	0%



Revenue Monitoring Report

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	8,566,101	9,316,076	749,974	8%	16,176,283	17,301,283	1,125,000	7%	1
Overtime	261,752	366,677	104,925	29%	635,972	680,972	45,000	7%	2
Other Employee Costs	2,886,528	2,966,426	79,898	3%	5,366,577	5,509,077	142,500	3%	1
Sub Total Employee Costs	11,714,381	12,649,179	934,798	7%	22,178,832	23,491,332	1,312,500	6%	
Property Costs									
Electricity	878,656	908,484	29,828	3%	1,687,184	1,687,184	-	0%	3
Repairs and Maintenance	138,998	224,539	85,540	38%	417,000	417,000	-	0%	3
Property Insurance	173,512	158,846	(14,665)	(9%)	295,000	295,000	-	0%	3
Other Property Costs	1,737,404	1,873,157	135,754	7%	3,478,720	3,478,720	-	0%	3
Sub Total Property Costs	2,928,570	3,165,026	236,456	7%	5,877,905	5,877,905	-	0%	
Supplies & Services	1,049,800	1,202,040	152,239	13%	2,272,359	2,232,359	(40,000)	(2%)	4
Transport & Plant Costs	43,388	78,696	35,308	45%	146,150	146,150	-	0%	3
Third Party Payments									
Bus Operator Payments	7,273,592	7,420,155	146,563	2%	13,780,288	13,780,288	-	0%	5
Communications	198,969	189,808	(9,162)	(5%)	352,500	352,500	-	0%	
Other Third Party Payments	2,797,126	3,052,073	254,947	8%	5,668,135	5,668,135	-	0%	3
Sub Total Third Party Payments	10,269,688	10,662,036	392,348	4%	19,800,924	19,800,924	-	0%	
Financing Costs									
Contribution to Subway Fund	6,487,704	6,487,705	0	0%	14,048,594	12,048,594	(2,000,000)	(17%)	6
Sub Total Financing Costs	6,487,704	6,487,705	0	0%	14,048,594	12,048,594	(2,000,000)	(17%)	
TOTAL EXPENDITURE	32,493,531	34,244,680	1,751,149	5%	64,324,764	63,597,263	(727,500)	(1%)	
INCOME									
Subway Income	(11,621,352)	(11,077,090)	544,262	(5%)	(21,868,000)	(21,368,000)	500,000	(2%)	7
Bus Operations Income	(1,452,734)	(1,416,183)	36,551	(3%)	(2,630,054)	(2,630,054)	-	0%	
Agency Fee Income - Councils	(781,662)	(796,107)	(14,445)	2%	(1,478,484)	(1,478,484)	-	0%	
Interest Received	(889,501)	(646,154)	243,347	(38%)	(1,550,000)	(1,200,000)	350,000	(29%)	8
Other Income	(224,824)	(226,692)	(1,868)	1%	(421,000)	(421,000)	-	0%	
TOTAL INCOME	(14,970,074)	(14,162,226)	807,847	(6%)	(27,947,538)	(27,097,538)	850,000	(3%)	
Net Total	17,523,457	20,082,454	2,558,997	13%	36,377,226	36,499,726	122,500	0%	

Notes

- As a result of vacant posts in the establishment.
- Due to close management of overtime.
- Current position due to timing issues in respect of expenditure/budget phasing.
- Current position due to timing issues in respect of expenditure/budget phasing. Outturn reflects projected under recovery of capitalised salaries under Projects and additional agency staff costs under Contact Centre.
- Current position following the last Operations Committee. This is subject to change due to ongoing movements in the bus market.
- The additional contribution to the Subway fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway as a whole. The revised annual contribution is now £14.049 million, which keeps SPT on track for meeting its overall long term funding commitments.
- Over recovery of income achieved to P7 due to steady patronage and increased ticket prices. The projected outturn has been partially adjusted to take account of this and will continue to be reviewed in the remainder of the financial year to establish if this trend is sustainable.
- Current position due to close management of cash balances, which currently remain higher than long term forecasts.



Committee Report by Directorate - Cabinet

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date			
	Actual	Budget	Variance	Variance %
EXPENDITURE				
Employee Costs				
Salaries	181,182	179,675	(1,507)	(1%)
Other Employee Costs	57,495	57,181	(314)	(1%)
Sub Total Employee Costs	238,676	236,856	(1,821)	(1%)
Supplies & Services	163	2,692	2,530	94%
Transport & Plant Costs	379	2,692	2,313	86%
TOTAL EXPENDITURE	239,218	242,240	3,022	1%
Net Total	239,218	242,240	3,022	1%

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
	333,682	333,682	-	0%
	106,193	106,193	-	0%
	439,875	439,875	-	0%
	5,000	5,000	-	0%
	5,000	5,000	-	0%
	449,875	449,875	-	0%
	449,875	449,875	-	0%



Committee Report by Directorate - Subway

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	4,559,131	4,892,618	333,486	7%	8,536,290	9,086,290	550,000	6%	1
Overtime	240,353	327,100	86,747	27%	567,472	607,472	40,000	7%	2
Other Employee Costs	1,339,524	1,414,214	74,689	5%	2,506,397	2,626,397	120,000	5%	1
Sub Total Employee Costs	6,139,008	6,633,931	494,923	7%	11,610,158	12,320,158	710,000	6%	
Property Costs									
Electricity	758,455	785,130	26,675	3%	1,458,098	1,458,098	-	0%	3
Property Insurance	173,512	145,385	(28,127)	(19%)	270,000	270,000	-	0%	3
Other Property Costs	971,083	1,020,719	49,635	5%	1,895,620	1,895,620	-	0%	3
Sub Total Property Costs	1,903,049	1,951,233	48,184	2%	3,623,719	3,623,719	-	0%	
Supplies & Services	1,087,025	1,293,766	206,741	16%	2,402,708	2,402,708	-	0%	3
Transport & Plant Costs	9,650	10,769	1,119	10%	20,000	20,000	-	0%	
Third Party Payments									
Bus Operator Payments	20,687	10,769	(9,918)	(92%)	25,000	20,000	(5,000)	(25%)	4
Other Third Party Payments	1,857,057	1,995,073	138,016	7%	3,705,135	3,705,135	-	0%	3
Sub Total Third Party Payments	1,877,744	2,005,842	128,098	6%	3,730,135	3,725,135	(5,000)	(0%)	
TOTAL EXPENDITURE	11,016,477	11,895,541	879,065	7%	21,386,720	22,091,720	705,000	3%	
Subway Income	(11,621,352)	(11,077,090)	544,262	(5%)	(21,868,000)	(21,368,000)	500,000	(2%)	5
TOTAL INCOME	(11,621,352)	(11,077,090)	544,262	(5%)	(21,868,000)	(21,368,000)	500,000	(2%)	
Net Total	(604,875)	818,451	1,423,326	174%	(481,280)	723,720	1,205,000	167%	

Notes

1. As a result of vacant posts in the establishment some of which are in the process of being recruited.
2. Due to close management of overtime.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Includes annual payment of SPT staff First Bus passes.
5. Over recovery of income achieved to P7 due to increased ticket prices and steady patronage. The projected outturn has been partially adjusted to take account of this and will continue to be reviewed in the remainder of the financial year to establish if this trend is sustainable.



Committee Report by Directorate - Bus Operations

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	1,279,961	1,497,531	217,570	15%	2,461,128	2,781,128	320,000	12%	1
Overtime	8,851	27,192	18,341	67%	40,500	50,500	10,000	20%	2
Other Employee Costs	366,999	434,457	67,458	16%	706,849	806,849	100,000	12%	1
Sub Total Employee Costs	1,655,811	1,959,180	303,369	15%	3,208,477	3,638,477	430,000	12%	
Property Costs									
Electricity	96,316	102,623	6,307	6%	190,586	190,586	-	0%	3
Repairs and Maintenance	134,007	200,308	66,301	33%	372,000	372,000	-	0%	3
Property Insurance	-	8,077	8,077	100%	15,000	15,000	-	0%	3
Other Property Costs	590,587	656,869	66,282	10%	1,219,900	1,219,900	-	0%	3
Sub Total Property Costs	820,910	967,877	146,967	15%	1,797,486	1,797,486	-	0%	
Supplies & Services	8,984	52,985	44,000	83%	68,400	98,400	30,000	30%	4
Transport & Plant Costs	30,172	49,323	19,151	39%	91,600	91,600	-	0%	3
Third Party Payments									
Bus Operator Payments	7,252,905	7,274,771	21,865	0%	13,510,288	13,510,288	-	0%	5
Communications	371	2,154	1,783	83%	3,000	4,000	1,000	25%	
Other Third Party Payments	103,653	114,692	11,039	10%	213,000	213,000	-	0%	3
Sub Total Third Party Payments	7,356,929	7,391,617	34,688	0%	13,726,289	13,727,289	1,000	0%	
TOTAL EXPENDITURE	9,872,806	10,420,982	548,176	5%	18,892,251	19,353,251	461,000	2%	
Bus Operations Income	(1,452,734)	(1,416,183)	36,551	(3%)	(2,630,054)	(2,630,054)	-	0%	3
Agency Fee Income - Councils	(85,573)	(86,692)	(1,120)	1%	(161,000)	(161,000)	-	0%	
TOTAL INCOME	(1,538,307)	(1,502,875)	35,432	(2%)	(2,791,054)	(2,791,054)	-	0%	
Net Total	8,334,499	8,918,106	583,607	7%	16,101,197	16,562,197	461,000	3%	

Notes

1. As a result of vacant posts in the establishment and displaced staff moved to corporate
2. Due to close management of overtime.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Underspend reflects capitalised salaries being recovered under supplies and services.
5. Current position following the last Operations Committee. This is subject to change due to ongoing movements in the bus market.



Committee Report by Directorate - Projects

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	700,825	774,367	73,542	9%	1,338,109	1,438,109	100,000	7%	1
Other Employee Costs	217,361	239,740	22,379	9%	410,232	445,232	35,000	8%	1
Sub Total Employee Costs	918,186	1,014,107	95,921	9%	1,748,341	1,883,341	135,000	7%	
Supplies & Services	(359,345)	(516,246)	(156,901)	30%	(908,742)	(958,742)	(50,000)	5%	1
Transport & Plant Costs	1,160	8,077	6,917	86%	15,000	15,000	-	0%	
Third Party Payments									
Communications	7,982	4,038	(3,943)	(98%)	8,500	7,500	(1,000)	(13%)	2
Sub Total Third Party Payments	7,982	4,038	(3,943)	(98%)	8,500	7,500	(1,000)	(13%)	
TOTAL EXPENDITURE	567,983	509,976	(58,007)	(11%)	863,099	947,099	84,000	9%	
Net Total	567,983	509,976	(58,007)	(11%)	863,099	947,099	84,000	9%	

Notes

1. Due to vacant posts in the current establishment. Savings in employee costs are partially offset by a year to date under recovery of capitalised salaries under supplies and services.
2. Current position due to timing issues in respect of expenditure/budget phasing.



Committee Report by Directorate - Health and Safety

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date			
	Actual	Budget	Variance	Variance %
EXPENDITURE				
Employee Costs				
Salaries	65,449	65,804	355	1%
Other Employee Costs	19,854	19,711	(143)	(1%)
Sub Total Employee Costs	85,303	85,515	212	0%
Supplies & Services	145	323	178	55%
Transport & Plant Costs	214	108	(106)	(99%)
TOTAL EXPENDITURE	85,662	85,946	284	0%
Net Total	85,662	85,946	284	0%

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
	122,208	122,208	-	0%
	36,606	36,606	-	0%
	158,814	158,814	-	0%
	600	600	-	0%
	200	200	-	0%
	159,614	159,614	-	0%
	159,614	159,614	-	0%



Committee Report by Directorate - Customer Standards

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date			
	Actual	Budget	Variance	Variance %
EXPENDITURE				
Employee Costs				
Salaries	207,974	207,428	(547)	(0%)
Overtime	3,882	8,077	4,195	52%
Other Employee Costs	61,981	61,376	(606)	(1%)
Sub Total Employee Costs	273,838	276,880	3,043	1%
Supplies & Services	13,164	24,231	11,066	46%
Transport & Plant Costs	50	538	488	91%
TOTAL EXPENDITURE	287,052	301,650	14,597	5%
Net Total	287,052	301,650	14,597	5%

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
	385,223	385,223	-	0%
	15,000	15,000	-	0%
	113,983	113,983	-	0%
	514,206	514,206	-	0%
	45,000	45,000	-	0%
	1,000	1,000	-	0%
	560,206	560,206	-	0%
	560,206	560,206	-	0%

Notes

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Notes

1. Current position due to timing issues in respect of expenditure/budget phasing.



Committee Report by Directorate - Finance

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	521,642	599,200	77,558	13%	987,800	1,112,800	125,000	11%	1
Overtime	(43)	269	312	116%	500	500	-	0%	
Other Employee Costs	152,650	172,662	20,012	12%	285,659	320,659	35,000	11%	1
Sub Total Employee Costs	674,249	772,131	97,882	13%	1,273,958	1,433,958	160,000	11%	
Supplies & Services	8,706	17,231	8,524	49%	32,000	32,000	-	0%	
Transport & Plant Costs	163	754	591	78%	1,400	1,400	-	0%	
Third Party Payments									
Other Third Party Payments	21,819	10,769	(11,050)	(103%)	35,000	20,000	(15,000)	(75%)	2
Sub Total Third Party Payments	21,819	10,769	(11,050)	(103%)	35,000	20,000	(15,000)	(75%)	
TOTAL EXPENDITURE	704,937	800,885	95,948	12%	1,342,358	1,487,358	145,000	10%	
Net Total	704,937	800,885	95,948	12%	1,342,358	1,487,358	145,000	10%	

Notes

1. As a result of vacant posts in the establishment.
2. Overspend to P7 as a result of costs associated with a Zonocard review and this has been reflected in the projected outturn.



Committee Report by Directorate - Digital

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	379,761	410,249	30,488	7%	721,891	761,891	40,000	5%	1
Overtime	(2)	1,615	1,617	100%	3,000	3,000	-	0%	
Other Employee Costs	107,245	121,358	14,112	12%	205,378	225,378	20,000	9%	1
Sub Total Employee Costs	487,005	533,222	46,217	9%	930,269	990,269	60,000	6%	
Supplies & Services	611	2,154	1,543	72%	4,000	4,000	-	0%	
Transport & Plant Costs	355	3,231	2,876	89%	6,000	6,000	-	0%	
Third Party Payments									
Other Third Party Payments	4,107	-	(4,107)		5,000	-	(5,000)		2
Sub Total Third Party Payments	4,107	-	(4,107)		5,000	-	(5,000)		
TOTAL EXPENDITURE	492,077	538,606	46,529	9%	945,269	1,000,269	55,000	5%	
Net Total	492,077	538,606	46,529	9%	945,269	1,000,269	55,000	5%	

Notes

1. As a result of vacant posts in the establishment some of which have recently been recruited.
2. Consultancy support in relation to the development of SPT microsites.



Committee Report by Directorate - Human Resources

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date			
	Actual	Budget	Variance	Variance %
EXPENDITURE				
Employee Costs				
Salaries	106,249	108,389	2,141	2%
Other Employee Costs	33,709	32,741	(968)	(3%)
Sub Total Employee Costs	139,958	141,130	1,172	1%
Supplies & Services	1,855	3,769	1,914	51%
TOTAL EXPENDITURE	141,813	144,900	3,087	2%
Net Total	141,813	144,900	3,087	2%

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
	201,294	201,294	-	0%
	60,805	60,805	-	0%
	262,099	262,099	-	0%
	7,000	7,000	-	0%
	269,099	269,099	-	0%
	269,099	269,099	-	0%



Committee Report by Directorate - Legal Services

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Notes
	Actual	Budget	Variance	Variance %	
EXPENDITURE					
Employee Costs					
Salaries	118,814	198,672	79,859	40%	1
Other Employee Costs	35,159	59,886	24,727	41%	1
Sub Total Employee Costs	153,973	258,559	104,586	40%	
Supplies & Services	(4,374)	1,077	5,451	506%	
Transport & Plant Costs	205	458	253	55%	
TOTAL EXPENDITURE	149,803	260,093	110,290	42%	
Net Total	149,803	260,093	110,290	42%	

	Annual Budget				Notes
	Projected Outturn	Annual Budget	Variance	Variance %	
	238,963	368,963	130,000	35%	1
	76,218	111,218	35,000	31%	1
	315,180	480,180	165,000	34%	
	2,000	2,000	-	0%	
	850	850	-	0%	
	318,030	483,030	165,000	34%	
	318,030	483,030	165,000	34%	

Notes

1. As a result of vacant posts in the establishment.



Committee Report by Directorate - Elected Members

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date			
	Actual	Budget	Variance	Variance %
EXPENDITURE				
Supplies & Services	24,962	29,289	4,327	15%
Transport & Plant Costs	629	2,423	1,794	74%
Third Party Payments				
Other Third Party Payments	-	2,154	2,154	100%
Sub Total Third Party Payments	-	2,154	2,154	100%
TOTAL EXPENDITURE	25,591	33,866	8,274	24%
Net Total	25,591	33,866	8,274	24%

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
	54,393	54,393	-	0%
	4,500	4,500	-	0%
	4,000	4,000	-	0%
	4,000	4,000	-	0%
	62,893	62,893	-	0%
	62,893	62,893	-	0%



Committee Report by Directorate - Contact Centre

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	234,636	276,243	41,606	15%	443,022	513,022	70,000	14%	1
Overtime	8,750	2,423	(6,327)	(261%)	9,500	4,500	(5,000)	(111%)	1
Other Employee Costs	64,246	70,209	5,963	8%	120,388	130,388	10,000	8%	1
Sub Total Employee Costs	307,632	348,874	41,242	12%	572,910	647,910	75,000	12%	
Supplies & Services	72,316	33,762	(38,554)	(114%)	82,700	62,700	(20,000)	(32%)	2
Transport & Plant Costs	129	54	(75)	(140%)	100	100	-	0%	
Third Party Payments									
Other Third Party Payments	13,351	29,615	16,264	55%	55,000	55,000	-	0%	3
Sub Total Third Party Payments	13,351	29,615	16,264	55%	55,000	55,000	-	0%	
TOTAL EXPENDITURE	393,428	412,305	18,877	5%	710,710	765,710	55,000	7%	
INCOME									
Agency Fee Income - Councils	(157,628)	(170,953)	(13,325)	8%	(317,484)	(317,484)	-	0%	4
TOTAL INCOME	(157,628)	(170,953)	(13,325)	8%	(317,484)	(317,484)	-	0%	
Net Total	235,801	241,353	5,552	2%	393,226	448,226	55,000	12%	

Notes

1. Due to vacant posts in the current establishment. Savings in employee costs are partially offset by costs associated with agency staff shown under supplies and services.
2. Overspend relates to costs associated with agency staff to cover for vacant posts within the team
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Relates to under recovery of concessionary travel admin cost recharge. The recharge for concessionary travel is based on actual costs incurred and therefore there is no overall loss to the organisation.



Committee Report by Directorate - Corporate

For Year 19/20 Period 7 ending 12-Oct-2019

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	118,220	-	(118,220)		230,000	-	(230,000)		1
Overtime	(11)	-	11		-	-	-		
Other Employee Costs	401,729	250,519	(151,210)	(60%)	685,250	465,250	(220,000)	(47%)	2
Sub Total Employee Costs	519,939	250,519	(269,420)	(108%)	915,250	465,250	(450,000)	(97%)	
Property Costs									
Electricity	23,885	20,731	(3,155)	(15%)	38,500	38,500	-	0%	
Repairs and Maintenance	4,992	24,231	19,239	79%	45,000	45,000	-	0%	3
Property Insurance	-	5,385	5,385	100%	10,000	10,000	-	0%	3
Other Property Costs	175,733	195,569	19,836	10%	363,200	363,200	-	0%	3
Sub Total Property Costs	204,610	245,915	41,305	17%	456,700	456,700	-	0%	
Supplies & Services	194,712	255,931	61,219	24%	475,300	475,300	-	0%	3
Transport & Plant Costs	89	-	(89)		-	-	-		
Third Party Payments									
Bus Operator Payments	-	134,615	134,615	100%	245,000	250,000	5,000	2%	4
Communications	190,617	183,615	(7,001)	(4%)	341,000	341,000	-	0%	3
Other Third Party Payments	797,139	899,769	102,631	11%	1,651,000	1,671,000	20,000	1%	3
Sub Total Third Party Payments	987,755	1,218,000	230,245	19%	2,237,000	2,262,000	25,000	1%	
Financing Costs									
Contribution to Subway Fund	6,487,704	6,487,705	0	0%	14,048,594	12,048,594	(2,000,000)	(17%)	5
Sub Total Financing Costs	6,487,704	6,487,705	0	0%	14,048,594	12,048,594	(2,000,000)	(17%)	
TOTAL EXPENDITURE	8,394,809	8,458,070	63,261	1%	18,132,844	15,707,844	(2,425,000)	(15%)	
INCOME									
Agency Fee Income - Councils	(538,462)	(538,462)	(0)	0%	(1,000,000)	(1,000,000)	-	0%	
Interest Received	(889,501)	(646,154)	243,347	(38%)	(1,550,000)	(1,200,000)	350,000	(29%)	6
Other Income	(224,824)	(226,692)	(1,868)	1%	(421,000)	(421,000)	-	0%	
TOTAL INCOME	(1,652,787)	(1,411,308)	241,479	(17%)	(2,971,000)	(2,621,000)	350,000	(13%)	
Net Total	6,742,023	7,046,762	304,740	4%	15,161,844	13,086,844	(2,075,000)	(16%)	

Notes

- Salary costs associated with displaced staff due to recent bus restructure. These salaries are budgeted under Bus Operations.
- The corporate employee costs budget includes a reduction in respect of staff turnover. Also includes costs associated with displaced staff as per note 1.
- Current position due to timing issues in respect of expenditure/budget phasing.
- Although this budget has not been utilised at present there is a potential it will due to the vagaries of the current bus market and recent tender prices for contract renewals.
- The additional contribution to the Subway fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway as a whole. The revised annual contribution is now £14.049 million, which keeps SPT on track for meeting its overall long term funding commitments.
- Current position due to close management of cash balances, which currently remain higher than long term forecasts.