## Strategy & Programmes Committee



# Revenue Monitoring Report as at Period 7, ending 14 October 2023 and updated Financial Forecast for Financial Year 2023/2024

Date of meeting 24 November 2023 Date of report 6 November 2023

**Report by Director** 

### 1. Object of report

To advise members of the net revenue position as at the end of Period 7, 14 October 2023 including an updated financial forecast for the current financial year, stating the assumptions made regarding income and expenditure levels.

### 2. Background to report

The Partnership approved a balanced budget on 17 March 2023. This balanced budget provided for a net revenue budget of £36.976m, funded by local authority requisitions (£36.326m) and Transport Scotland revenue support grant (£0.650m).

As reported at the last committee since the beginning of 2022/2023 there have been significant cost pressures across various expenditure areas. These include the rapid increase in inflation (which while now reducing, is still at a high level), significant increases in gas and electricity prices, sustained increases in contracted bus service costs and in respect of annual wage inflation. These financial pressures are not short term in nature and will have material impacts on internal and external costs in the current and future financial years.

In developing the budget, a number of key assumptions were made. These assumptions were made in a very challenging and unpredictable environment and resulted in the implementation of measures to reduce SPT's expenditure and maximise income opportunities to ensure the provision of an achievable balanced budget for 2023/2024.

### 3. Current Position

Since the beginning of the financial year there has been continued positive recovery in terms of Subway patronage with current passenger numbers now recovered to pre-Covid levels. In recent months this has included periods where passenger numbers have exceeded pre-Covid levels. Increases are also being seen across other areas including bus stations and supported bus services. This represents a further increase in passenger numbers across all areas compared with 2022/2023 levels which is encouraging.

At this stage in 2023/2024, there is stability in terms of the revenue expenditure being incurred relative to the assumed budget for areas directly within SPT's control. As we move into the later part of the financial year this needs to be sustained. This is particularly important given the current inflationary pressures which could have a direct impact on both expenditure and income budgets in the current and future financial years. Detailed departmental revenue monitoring reports can be found in Appendix 1.

The key projected variances and areas of risk to note at this stage of the financial year are:

(i) The proposed pay award made on 21 September 2023, which COSLA agreed to pay at its meeting on 3 November 2023, has been incorporated into the actuals and year-end forecasts. The offer provides lower paid workers a flat rate increase from April 2023. Remaining staff will receive a 5.5% from April 2023 with a further percentage increase, dependent on grade, being applied in January 2024. This offer was accepted by two trade unions but rejected by one.

SPT prudently budgeted for a pay award of 5% for employees in the 2023/2024 budget and any increase beyond this will have to be met in year from within the overall budget envelope at this stage. However, a revised pay offer was made on 3 November 2023 following on from the COSLA meeting, which would see the salary rate applicable for all staff to be implemented in January 2024 be back dated to April 2023. The implementation of this revised pay offer, if accepted, would not have a material impact on the overall projected outturn over and above what has already been forecast.

At this stage, as a result of projected savings from vacant posts in the establishment partially offset by incorporating the 21 September 2023 pay offer from COSLA, a positive variance of £0.384m is currently forecast.

(ii) The impact of high inflation and unit price increases in utilities is having a negative impact on SPT budgets. SPT was mostly shielded in 2022/2023 due to being part of the Scottish Procurement Framework which buys the majority of its energy up to 2.5 years ahead. However, significant increases in 2023/2024 have taken effect from April 2023 where electricity unit rates have increased by an average of 75% when compared with 2022/2023.

During the budget setting process for 2023/2024 and based on information provided by Scottish Procurement a 59% increase in electricity budgets was projected. Therefore, an overspend in electricity is projected in 2023/2024 at this stage.

Security costs associated with the new Operations Control Centre (OCC) and non-operating areas have also been factored into the current projected outturn. These are agreed shared costs between SPT and ANSTA for these areas. This agreement will continue until these assets are fully handed over to SPT as part of the Subway Modernisation programme.

Station building maintenance costs have exceeded budget projections as a result increased volume of general maintenance (door, tiles, glass and alarm repairs) and also one-off items including refurbishment works at Partick station.

Taking all of the above into account, a negative variance of £0.525m against an annual Property Cost budget of £8.424m is currently forecast.

- (iii) Increased expenditure in rolling stock supplies and under recovery of capitalised salaries is reflected in the negative variance of £0.200m shown under supplies and services. It is anticipated that expenditure in rolling stock supplies, stocks and third party repairs will reduce moving forward as the transition between the old to the new fleet begins. The phased decommissioning of the old fleet will ensure additional parts and components will be available to support the remaining fleet that will be in operation until full implementation of the new fleet in 2024.
- (iv) An underspend on bus operator payments of £0.320m was reported in the financial implications report which was tabled at the most recent Operations Committee. However, caution remains for the remainder of the financial year as

this budget is subject to the fluctuations in the bus market, with requests for SPT to fill gaps arising from changes to commercial services commonly received at short notice. For context, the net projected outturn of £13.383m for 2023/2024 represents a cost increase of approximately £1.3m (11%) when compared to 2022/2023 actual costs.

This demonstrates the significant ongoing financial challenges that SPT have experienced in the bus market since 2021/2022 which includes the impact of reduced government support to bus operators, inflationary pressures on operational costs and operator driver shortages. Given this, the projection for the financial year remains in line with the approved budget at this stage.

- (v) The projected negative variance of £0.255m shown under other third party payments relates to costs associated with subway traffic control officers who perform a safety function to control all movements within Subway non-operating areas. These are agreed shared costs between SPT and ANSTA for these areas. This agreement will continue until these assets are fully handed over to SPT. The variance also incorporates consultancy costs associated with maintenance manuals for the new rolling stock. This is partially offset by savings in corporate costs including consultancy and legal fees.
- (vi) As mentioned above Subway patronage and income in the year to date has seen further increases when compared to 2022/2023. Passenger numbers and income has also exceeded budget expectations in the year to date with a significant positive variance. Subway patronage and income varies significantly through the year and it is hoped this positive trend continues over the winter months. At this stage, based on an over recovery of income of £1.637m, as at P7, a positive variance in Subway income of £2.500m has been projected for 2023/2024. Members are reminded that the agreement for budget purposes of subway income was established in an environment of significant uncertainty following the C-19 restrictions and significant changes to working patterns.

Passenger numbers and projections will continue to be monitored as potential risks remain such as reduced passenger numbers due to the current cost of living crisis and/or extreme weather over the winter period with the potential risk of a reduction in leisure related events and travel which have contributed significantly to the current recovery.

It should also be noted that in line with the approved 2023/2024 budget, Subway fares will increase in January 2024. It is hoped there will be limited resistance to these fares increases given they are modest in nature and well below the current rate of inflation (average increase to fares will be just over 3%). Also this will be the first time SPT has increased fares since April 2019.

- (vii) Bus station income is performing well in relation to budget. Additional income has been achieved up to P7 due to increases in departure charges, parking fees and toilet facilities income. Additional income is also projected for supported bus services from funding from external sources and includes new contracts which are partly funded by Councils. The positive variance of £0.400m has been projected at this stage as it is unclear if income achieved at bus stations will be sustainable at the current trend due to current pressures in the bus market mentioned above which may result in bus operators reducing the frequency of bus services or removing them completely which would have a negative impact on bus station income.
- (viii) Interest received is forecast to exceed budget by £2.9m in 2023/2024. This is a result of increased interest rates received for current cash balances, due to the

knock-on effect of current UK base rates, which are expected to remain at higher rates than anticipated for longer. For context in 2021/2022 SPT achieved £0.491m in interest from cash balances. This increased to £3.919m in 2022/2023 and for 2023/2024 it is projected to be £8m. Cash balances will continue to be managed in line with SPT's treasury management strategy. This is a short-term benefit to SPT's financial position with interest rates projected to reduce down gradually in mid to late 2024.

The overall position is a forecast year end underspend of £5.202m. This is mainly as a result of close management of all expenditure lines and in year positive movements in Subway income and interest received detailed above.

Given the uncertainties that still exist around public transport provision and cost pressures, caution remains around year end projections especially given the inflationary pressures which may impact negatively on the bus market and throughout other expenditure areas within the SPT budget.

It will be clearer towards the end of the financial year whether the current positive forecast is sustainable. At that stage options will be considered to make best use of the current in year projected underspend by reviewing the current reserves position to assess the most appropriate placement of the any balances/underspend unallocated. This will be tabled for consideration at the February Committee and will take cognisance of the Proposed Revenue and Capital Budget for 2024/2025 that will also be presented at this Committee.

### 4. Committee action

The Committee is requested to consider this report and to note:

- (i) the projected outturn position for 2023/2024 based on the information available at the end of P7;
- (ii) the financial pressures which continue to impact in the current financial year including increased inflation, rising utilities costs and increased supported service contract costs and therefore uncertainties remain in relation to the year end projection;
- (iii) subway fares will increase in January 2024 in line with the approved 2023/2024 revenue budget; and
- (iv) the projected revenue underspend position will be considered at the February committee. This will include a proposal on placement of any projected underspend across reserves held by SPT.

### 5. Consequences

Policy consequences None.

Legal consequences All legislation and regulations are adhered to.

Financial consequences As detailed in the report.

Personnel consequences As detailed in the report.

Equalities consequences None directly.

 Climate Change, Adaptation & Carbon consequences

Approved budget has been aligned to agreed priorities including related to Climate Change, Adaptation and Carbon management priorities.

NameNeil WylieNameValerie DavidsonTitleDirectorTitleChief Executive

For further information, please contact Neil Wylie, Director on 0141 333 3380.



## **Committee Report by Division**

For Year 23/24 Period 7 ending 14-Oct-2023

**Chief Executive** 

Policy & Strategy Chief Executive Unit

**Total Chief Executive** 

Operations

Subway Bus Operations Projects Health and Safety Customer Standards

**Total Operations** 

**Business Support** 

Finance Digital Human Resources Elected Members Contact Centre Corporate

**Total Business Support** 

**Contribution to Capital Funded from Revenue** 

**Net Total** 

	Year to I	Date	
Actual	Budget	Variance	Variance %
		(	
382,505	372,538	(9,967)	(3%)
567,651	560,989	(6,661)	(1%)
950,156	933,527	(16,629)	(2%)
4,833,337	5,767,228	933,891	16%
9,451,650	10,101,539	649,890	6%
80,746	88,907	8,161	9%
94,912	104,945	10,032	10% 8%
338,003	367,117	29,114	8%
14,798,647	16,429,736	1,631,089	10%
742,344	755,534	13,190	2%
678,245	735,272	57,027	8%
180,233	191,581	11,348	6%
31,605	34,196	2,591	8%
171,508	144,859	(26,649)	(18%)
(2,946,572)	(962,305)	1,984,266	(206%)
(1,142,636)	899,136	2,041,772	227%
2,229,992	2,229,992	-	0%
16,836,158	20,492,390	3,656,232	18%

	Annual B	Budget	
Projected			
Outturn	Annual Budget	Variance	Variance %
709,626	692,126	(17,500)	(3%)
1,064,709	1,042,209	(22,500)	(2%)
1,774,334	1,734,334	(40,000)	(2%)
8,113,514	9,618,514	1,505,000	16%
18,292,005	18,767,355	475,350	3%
115,195	165,195	50,000	30%
179,973	194,973	15,000	8%
665,555	682,055	16,500	2%
27,366,242	29,428,092	2,061,850	7%
21,300,242	29,420,092	2,001,000	1 /0
1,378,953	1,403,653	24,700	2%
1,291,056	1,366,056	75,000	5%
338,432	355,932	17,500	5%
63,531	63,531	, <u>-</u>	0%
296,629	269,129	(27,500)	(10%)
(4,877,786)	(1,787,836)	3,089,950	(173%)
(1,509,185)	1,670,465	3,179,650	190%
4,143,030	4,143,030	-	0%
31,774,421	36,975,921	5,201,500	14%
31,114,421	30,313,321	3,201,300	1470

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### **Revenue Monitoring Report**

For Year 23/24 Period 7 ending 14-Oct-2023

		Year to Date Annual Budget				No			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									l
Employee Costs									l
Salaries	10,269,401	10,442,664	173,263	2%	19,131,092	19,401,092	270,000	1%	l
Overtime	366,657	348,272	(18,385)	(5%)	647,043	647,043	-	0%	ı
Other Employee Costs	3,433,408	3,467,353	33,946	1%	6,327,885	6,441,885	114,000	2%	l
Sub Total Employee Costs	14,069,466	14,258,290	188,824	1%	26,106,020	26,490,020	384,000	1%	
Property Costs									l
Electricity	1,839,404	1,881,467	42.063	2%	3,570,518	3,495,518	(75,000)	(2%)	ı
Repairs and Maintenance	107,550	216,915	109,365	50%	403,000	403,000	(10,000)	0%	ı
Property Insurance	216,039	213,686	(2,353)	(1%)	397,000	397,000	-	0%	ı
Other Property Costs	2,538,358	2,222,421	(315,937)	(14%)	4,578,965	4,128,965	(450,000)	(11%)	l
Sub Total Property Costs	4,701,351	4,534,489	(166,862)	(4%)	8,949,483	8,424,483	(525,000)	(6%)	1
Supplies & Services	912,660	787,956	(124,704)	(16%)	1,663,919	1,463,919	(200,000)	(14%)	
Transport & Plant Costs	44,700	72,045	27,345	38%	133,849	133,849	_	0%	
•	,	,	,		100,010	,			l
Third Party Payments									ı
Bus Operator Payments	7,875,267	7,987,866	112,598	1%	14,840,400	14,840,400	- (2.500)	0%	ı
Communications	324,041	196,462	(127,579)	(65%)	367,500	365,000	(2,500)	(1%) (3%)	1
Other Third Party Payments	4,866,497	5,040,190	173,693	3%	9,619,007	9,364,007	(255,000)	(3%)	l
Sub Total Third Party Payments	13,065,805	13,224,517	158,712	1%	24,826,907	24,569,407	(257,500)	(1%)	
Financing Costs									l
Contribution to Capital Funded from Revenue	2,229,992	2,229,992	-	0%	4,143,030	4,143,030	-	0%	l
Sub Total Financing Costs	2,229,992	2,229,992	-	0%	4,143,030	4,143,030	-	0%	
TOTAL EXPENDITURE	35,023,974	35,107,288	83,315	0%	65,823,208	65,224,708	(598,500)	(1%)	
INCOME									l
Subway Income	(11,232,110)	(9,594,706)	1,637,404	(17%)	(21,421,932)	(18,921,932)	2,500,000	(13%)	ı
Bus Operations Income	(1,494,153)	(1,183,413)	310,740	(26%)	(2,598,625)	(2,198,625)	400,000	(18%)	1
Agency Fee Income - Councils	(861,090)	(867,246)	(6,156)	1%	(1,611,229)	(1,611,229)	-	0%	ı
Interest Received	(4,375,006)	(2,745,082)	1,629,924	(59%)	(8,000,000)	(5,100,000)	2,900,000	(57%)	, 1
Other Income	(225,456)	(224,451)	1,006	(0%)	(417,000)	(417,000)	-	0%	l
TOTAL INCOME	(18,187,816)	(14,614,898)	3,572,918	(24%)	(34,048,787)	(28,248,787)	5,800,000	(21%)	
Net Total	16,836,158	20,492,390	3,656,232	18%	31,774,421	36,975,921	5,201,500	14%	l
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- 1. Current position due to vacant posts in the establishment. This is partially offset by additional costs under corporate in respect of displaced staff. Outturn reflects vacant posts run rate partially offset by adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.
- 2. Due to increases in unit rates for electricity. Increased costs for the Subway partially offset by reduced costs under Bus Operations due to new meters installed at BBS. This means tenants are now billed directly.
- 3. Current position due to timing issues in respect of expenditure/budget phasing.
- 4. Increased costs in relation to security costs associated with the new OCC and non operating areas at the Subway, station maintenance costs and costs in relation to property rates for vacant rental properties.
- 5. Current position due to timing issues in respect of expenditure/budget phasing particularly in relation to rolling stock and capitalisation. It is anticpated costs will exceed budget for the financial year.
- 6. Current position due to timing issues in respect of expenditure/budget phasing particularly in relation to community transport costs. In line with the Financial Implications paper at the last Operations Committee it is likely that this budget will be under pressure given the current issues facing bus operators and the market in general.
- 7. Current position due to timing issues in respect of expenditure/budget phasing. Outturn adjusted to reflect costs in relation to traffic control officer costs at the Subway and consultancy costs associated with maintenance manuals for new rolling stock. This is partially offset by projected savings in corporate costs.
- 8. Includes proposed contributions to General Capital and also Subway Modernisation.
- 9. Income generated from Subway ticket sales is exceeding budget projections in the first 7 periods of the financial year. Based on this current trend a prudent year end projection has been estimated.
- 10. Departure charge income and other bus station facilities income performing well against budget. Also includes additional income to fund supported services from external sources. Based on this current trend a prudent year end projection has been estimated.
- 11. Increased income anticipated due to current rates and cash balances.

(3%)

(2%)

0% 0%

(25%)

(25%)

(3%)

(3%)

Variance %

Notes



## Committee Report by Directorate - Policy & Strategy

For Year 23/24 Period 7 ending 14-Oct-2023

		Year to I	Date			Annual E	Budget
EVENDITUE	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance
EXPENDITURE							
Employee Costs							
Salaries Other Employee Costs	284,394 86,521	280,424 85,385	(3,970) (1,136)	(1%) (1%)	530,991 163,634	520,991 158,634	(10,000) (5,000)
Sub Total Employee Costs	370,915	365,809	(5,106)	(1%)	694,626	679,626	(15,000)
Supplies & Services	33	538	506	94%	1,000	1,000	-
Transport & Plant Costs	595	807	212	26%	1,500	1,500	-
Third Party Payments							
Communications	10,962	5,383	(5,579)	(104%)	12,500	10,000	(2,500)
Sub Total Third Party Payments	10,962	5,383	(5,579)	(104%)	12,500	10,000	(2,500)
TOTAL EXPENDITURE	382,505	372,538	(9,967)	(3%)	709,626	692,126	(17,500)
Net Total	382,505	372,538	(9,967)	(3%)	709,626	692,126	(17,500)

- 1. Outturn reflects current position run rate and includes adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.
- 2. Increased costs as a result of further promotion of car sharing and cycling to work.



## **Committee Report by Directorate - Chief Executive Unit**

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE
Employee Costs
Salaries Other Employee Costs
Sub Total Employee Costs
Supplies & Services
Supplies & Services  Transport & Plant Costs

	Year to I	Date	
Actual	Budget	Variance	Variance %
429,655	417,799	(11,856)	(3%)
133,875	133,313	(561)	(0%)
563,529	551,112	(12,417)	(2%)
2,606	7,536	4,929	65%
1,515	2,341	826	35%
567,651	560,989	(6,661)	(1%)
567,651	560,989	(6,661)	(1%)

Annual Budget							
Projected Outturn	Annual Budget	Variance	Variance %				
796,192	776,192	(20,000)	(3%)				
250,167	247,667	(2,500)	(1%)				
1,046,359	1,023,859	(22,500)	(2%)				
14,000	14,000	-	0%				
4,350	4,350	-	0%				
1,064,709	1,042,209	(22,500)	(2%)				
1,064,709	1,042,209	(22,500)	(2%)				

### Notes

**Net Total** 

**TOTAL EXPENDITURE** 

<sup>1.</sup> Outturn reflects current position run rate and includes adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.



### Committee Report by Directorate - Subway

For Year 23/24 Period 7 ending 14-Oct-2023

		Year to I	Date			Annual E	Budget		Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	5,950,723	6,087,414	136,691	2%	11,084,611	11,309,611	225,000	2%	1
Overtime Other Employee Costs	344,736 1,768,336	313,017 1,806,627	(31,719) 38,291	(10%) 2%	581,543 3,291,475	581,543 3,356,475	- 65,000	0% 2%	1
Other Employee Gosts	1,700,550	1,000,021	30,231	270	3,291,473	3,330,473	05,000	270	
Sub Total Employee Costs	8,063,795	8,207,057	143,262	2%	14,957,630	15,247,630	290,000	2%	
Property Costs									
Electricity	1,670,575	1,593,617	(76,958)	(5%)	3,135,730	2,960,730	(175,000)	(6%)	2
Property Insurance	202,794	196,462	(6,332)	(3%)	365,000	365,000	-	0%	
Other Property Costs	1,523,058	1,261,323	(261,735)	(21%)	2,743,371	2,343,371	(400,000)	(17%)	3
Sub Total Property Costs	3,396,427	3,051,402	(345,025)	(11%)	6,244,101	5,669,101	(575,000)	(10%)	
Supplies & Services	816,570	665,494	(151,076)	(23%)	1,386,400	1,236,400	(150,000)	(12%)	4
Transport & Plant Costs	4,883	4,844	(39)	(1%)	9,000	9,000	-	0%	
Third Party Payments									
Bus Operator Payments	20,006	13,672	(6,334)	(46%)	35,400	25,400	(10,000)	(39%)	5
Other Third Party Payments	3,763,766	3,419,465	(344,301)	(10%)	6,902,915	6,352,915	(550,000)	(9%)	6
Sub Total Third Party Payments	3,783,772	3,433,137	(350,635)	(10%)	6,938,315	6,378,315	(560,000)	(9%)	
TOTAL EXPENDITURE	16,065,447	15,361,934	(703,513)	(5%)	29,535,446	28,540,446	(995,000)	(3%)	
INCOME									
Subway Income	(11,232,110)	(9,594,706)	1,637,404	(17%)	(21,421,932)	(18,921,932)	2,500,000	(13%)	7
TOTAL INCOME	(11,232,110)	(9,594,706)	1,637,404	(17%)	(21,421,932)	(18,921,932)	2,500,000	(13%)	
Net Total	4,833,337	5,767,228	933,891	16%	8,113,514	9,618,514	1,505,000	16%	
					-				

- 1. Current position due to vacant posts in the establishment. Outturn reflects vacant posts run rate partially offset by adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.
- 2. Due to increases in unit rates for electricity. Outturn reflects current run rate.
- 3. Increased costs in relation to security costs associated with the new OCC and non operating areas. Also increased costs associated with station maintenance.
- 4. Current position due to timing issues in respect of expenditure/budget phasing particularly in relation to rolling stock. It is anticpated costs will exceed budget for the financial year.
- 5. Based on increased contract costs.
- 6. Current position due to timing issues in respect of expenditure/budget phasing. Outturn adjusted to reflect costs in relation to traffic control officer costs and consultancy costs associated with maintenance manuals for new rolling stock from Stadler.
- 7. Income generated from Subway ticket sales is exceeding budget projections in the first 7 periods of the financial year. Based on this current trend a prudent year end projection has been estimated.



### **Committee Report by Directorate - Bus Operations**

For Year 23/24 Period 7 ending 14-Oct-2023

		Year to Date Annual Budget			Notes				
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	1,533,461	1,519,518	(13,943)	(1%)	2,853,086	2,823,086	(30,000)	(1%)	1
Overtime Other Employee Costs	13,828 443,459	25,836 444,356	12,008 898	46% 0%	48,000 830,562	48,000 825,562	(5,000)	0% (1%)	1
Other Employee Costs	440,409	444,550	090	078	030,302	020,302	(3,000)	(170)	'
Sub Total Employee Costs	1,990,747	1,989,710	(1,037)	(0%)	3,731,648	3,696,648	(35,000)	(1%)	
Promoviny Conta									
Property Costs									
Electricity	119,077	213,608	94,531	44%	296,855	396,855	100,000	25%	2
Repairs and Maintenance	93,266	203,459	110,193	54%	378,000	378,000	-	0%	3
Property Insurance Other Property Costs	7,883 763,263	10,765 758,600	2,882 (4,663)	27% (1%)	20,000 1,409,379	20,000 1,409,379	-	0% 0%	
Other Property Costs	703,203	730,000	(4,003)	(170)	1,409,379	1,409,379	-	078	
Sub Total Property Costs	983,489	1,186,432	202,943	17%	2,104,233	2,204,233	100,000	5%	
Supplies & Services	26,096	23,145	(2,951)	(13%)	43,000	43,000	-	0%	
Transport & Plant Costs	35,887	58,185	22,298	38%	107,750	108,100	350	0%	
Third Party Payments									
Bus Operator Payments	7,855,261	7,974,194	118,933	1%	14,805,000	14,815,000	10,000	0%	4
Other Third Party Payments	153,965	155,555	1,590	1%	289,000	289,000	-	0%	•
Sub Total Third Party Payments	8,009,226	8,129,749	120,522	1%	15,094,000	15,104,000	10,000	0%	
TOTAL EXPENDITURE	11,045,445	11,387,220	341,776	3%	21,080,631	21,155,981	75,350	0%	
INCOME									
INCOME									
Bus Operations Income	(1,494,153)	(1,183,413)	310,740	(26%)	(2,598,625)	(2,198,625)	400,000	(18%)	5
Agency Fee Income - Councils	(99,642)	(102,268)	(2,626)	3%	(190,000)	(190,000)	-	0%	
TOTAL INCOME	(1,593,795)	(1,285,681)	308,114	(24%)	(2,788,625)	(2,388,625)	400,000	(17%)	
Net Total	9,451,650	10,101,539	649,890	6%	18,292,005	18,767,355	475,350	3%	
	0,401,000	10,101,000	U-10,000	070	10,202,000	10,101,000	410,000	370	

- 1. Outturn reflects current position run rate and includes adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.
- 2. Outturn reduced based on current run rate at P7. New meters installed at BBS mean that all tenants are billed directly moving forward.
- 3. Current position due to timing issues in respect of expenditure/budget phasing.
- 4. Current position due to timing issues in respect of expenditure/budget phasing particularly in relation to community transport costs. In line with the Financial Implications paper at the last Operations Committee it is likely that this budget will be under pressure given the current issues facing bus operators and the market in general.
- 5. Departure charge income and other bus station facilities income performing well against budget. Also includes additional income to fund supported services from external sources. Based on this current trend a prudent year end projection has been estimated.



## Committee Report by Directorate - Projects

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE
<b>Employee Costs</b>
Salaries Other Employee Costs
Sub Total Employee Costs
Supplies & Services  Transport & Plant Costs
TOTAL EXPENDITURE

	Year to I	Date	
Actual	Budget	Variance	Variance %
241,286	278,430	37,144	13%
73,758	87,211	13,453	15%
315,045	365,641	50,597	14%
(234,925)	(279,425)	(44,500)	16%
626	2,691	2,065	77%
80,746	88,907	8,161	9%
80,746	88,907	8,161	9%

Annual Budget							
Projected Outturn	Annual Budget	Variance	Variance %				
442,297	517,297	75,000	14%				
137,033	162,033	25,000	15%				
579,330	679,330	100,000	15%				
(469,135)	(519,135)	(50,000)	10%				
5,000	5,000	-	0%				
115,195	165,195	50,000	30%				
115,195	165,195	50,000	30%				

#### Notes

**Net Total** 

<sup>1.</sup> Current position due to vacant posts in the establishment. Outturn reflects vacant posts run rate partially offset by adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.



## Committee Report by Directorate - Health and Safety

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE
Employee Costs
Salaries Other Employee Costs
Sub Total Employee Costs
Supplies & Services
Transport & Plant Costs
TOTAL EXPENDITURE

Year to Date							
Actual	Budget	Variance	Variance %				
72,825	80,046	7,221	9%				
21,940	24,468	2,527	10%				
94,765	104,514	9,749	9%				
147	323	176	54%				
-	108	108	100%				
94,912	104,945	10,032	10%				
94,912	104,945	10,032	10%				

Annual Budget					
Projected Outturn	Annual Budget	Variance	Variance %		
138,716	148,716	10,000	7%		
40,457	45,457	5,000	11%		
179,173	194,173	15,000	8%		
600	600	-	0%		
200	200	-	0%		
179,973	194,973	15,000	8%		
179,973	194,973	15,000	8%		

### Notes

**Net Total** 

<sup>1.</sup> Outturn reflects current position run rate and includes adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.



## Committee Report by Directorate - Customer Standards

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE
Employee Costs

Salaries Overtime Other Employee Costs

**Sub Total Employee Costs** 

**Supplies & Services** 

**Transport & Plant Costs** 

TOTAL EXPENDITURE

### **Net Total**

١		Budget	Annual B	Decision I		Date	Year to	
	Variance %	Variance	Annual Budget	Projected Outturn	Variance %	Variance	Budget	Actual
6	2% 0% 4%	10,000 - 6,500	474,962 10,000 148,093	464,962 10,000 141,593	4% (24%) 7%	10,141 (1,284) 5,910	255,649 5,383 79,711	245,508 6,667 73,801
, o	3%	16,500	633,055	616,555	4%	14,767	340,743	325,975
ó	0%	-	48,000	48,000	54%	13,842	25,836	11,994
ó	0%	-	1,000	1,000	94%	505	538	33
ó	2%	16,500	682,055	665,555	8%	29,114	367,117	338,003
6	2%	16,500	682,055	665,555	8%	29,114	367,117	338,003

- 1. Outturn reflects current position run rate and includes adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.
- 2. Current position due to timing issues in respect of expenditure/budget phasing.



## **Committee Report by Directorate - Finance**

For Year 23/24 Period 7 ending 14-Oct-2023

	Year to Date				Annual B	udget		Notes	
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE	Actual	Buuget	variance	variance /6	Outturn	Allitual Budget	variance	variance /6	
Employee Costs									
Salaries Other Employee Costs	564,538 166,079	580,016 170,297	15,478 4,217	3% 2%	1,057,571 306,382	1,077,571 316,382	20,000 10,000	2% 3%	1 1
Sub Total Employee Costs	730,617	750,313	19,696	3%	1,363,954	1,393,954	30,000	2%	
Supplies & Services	3,843	2,422	(1,421)	(59%)	4,500	4,500	-	0%	
Transport & Plant Costs	260	108	(153)	(142%)	500	200	(300)	(150%)	
Third Party Payments									
Other Third Party Payments	7,624	2,691	(4,933)	(183%)	10,000	5,000	(5,000)	(100%)	2
Sub Total Third Party Payments	7,624	2,691	(4,933)	(183%)	10,000	5,000	(5,000)	(100%)	
TOTAL EXPENDITURE	742,344	755,534	13,190	2%	1,378,953	1,403,653	24,700	2%	
Net Total	742,344	755,534	13,190	2%	1,378,953	1,403,653	24,700	2%	

- 1. Current position due to vacant posts in the establishment. Outturn reflects vacant posts run rate partially offset by adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.
- 2. Includes costs in relation to Smart Zonecard.



## Committee Report by Directorate - Digital

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE
Employee Costs
Salaries Overtime Other Employee Costs
Sub Total Employee Costs
Supplies & Services
Transport & Plant Costs
TOTAL EXPENDITURE
Net Total

Year to Date							
Actual	Budget	Variance	Variance %				
524,731	563,272	38,541	7%				
-	2,691	2,691	100%				
153,487	166,617	13,130	8%				
678,218	732,581	54,363	7%				
27	1,615	1,588	98%				
-	1,076	1,076	100%				
070.045	705.070	F7.007	20/				
678,245	735,272	57,027	8%				
678,245	735,272	57,027	8%				

Annual Budget				
Projected Outturn	Annual Budget	Variance	Variance %	
991,498	1,046,498	55,000	5%	
5,000 289,558	5,000 309,558	20,000	0% 6%	
1,286,056	1,361,056	75,000	6%	
3,000	3,000	-	0%	
2,000	2,000	-	0%	
1,291,056	1,366,056	75,000	5%	
1,291,056	1,366,056	75,000	5%	

<sup>1.</sup> Current position due to vacant posts in the establishment. Outturn reflects vacant posts run rate partially offset by adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.



## **Committee Report by Directorate - Human Resources**

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE
Employee Costs
Salaries Other Employee Costs
Sub Total Employee Costs
Supplies & Services
TOTAL EXPENDITURE
Net Total

Year to Date							
Actual	al Budget Va		Variance %				
134,374	145,475	11,100	8%				
40,741	42,339	1,598	4%				
175,115	187,813	12,698	7%				
5,118	3,768	(1,350)	(36%)				
180,233	191,581	11,348	6%				
180,233	191,581	11,348	6%				

	Annual Budget				
Projected Outturn	Annual Budget	Variance	Variance %		
255,272 76,159	270,272 78,659	15,000 2,500	6% 3%	1 1	
331,432	348,932	17,500	5% 5%	'	
331,432	340,932	17,500	5%		
7,000	7,000	-	0%		
338,432	355,932	17,500	5%		
338,432	355,932	17,500	5%		

<sup>1.</sup> Current position due to vacant post in the establishment. Outturn reflects vacant posts run rate partially offset by adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.



**EXPENDITURE** 

Supplies & Services

**Transport & Plant Costs** 

TOTAL EXPENDITURE

**Net Total** 

## **Committee Report by Directorate - Elected Members**

For Year 23/24 Period 7 ending 14-Oct-2023

Year to Date								
Actual	Budget	Variance	Variance %					
30,755	33,119	2,365	7%					
850	1,076	226	21%					
31,605	34,196	2,591	8%					
31,605	34,196	2,591	8%					

Annual Budget										
Projected Outturn	Annual Budget	Variance	Variance %							
61,531	61,531	-	0%							
2,000	2,000	-	0%							
63,531	63,531	-	0%							
63,531	63,531	-	0%							



## Committee Report by Directorate - Contact Centre

For Year 23/24 Period 7 ending 14-Oct-2023

EXPENDITURE					
Employee Costs					
Salaries Overtime Other Employee Costs					
Sub Total Employee Costs					
Supplies & Services					
Transport & Plant Costs					
Third Party Payments					
Other Third Party Payments					
Sub Total Third Party Payments					
TOTAL EXPENDITURE					
INCOME					
Agency Fee Income - Councils Other Income					
TOTAL INCOME					
Net Total					

		Annual Budget		_		Date		
				Projected				
	Variance %	Variance	Annual Budget	Outturn	Variance %	Variance	Budget	Actual
6)	(5%)	(20,000)	435,896	455,896	(6%)	(13,913)	234,621	248,535
	0%	(20,000)	2,500	2,500	(6%)	(81)	1,346	1,427
	(6%)	(7,500)	116,363	123,863	(7%)	(4,156)	62,632	66,788
(۵)	(5%)	(27,500)	554,758	582,258	(6%)	(18,150)	298,599	316,750
%	0%	-	66,100	66,100	4%	1,470	35,578	34,108
%	0%	-	500	500	100%	269	269	-
%	0%	-	47,000	47,000	18%	4,562	25,298	20,736
%	0%	-	47,000	47,000	18%	4,562	25,298	20,736
6)	(4%)	(27,500)	668,358	695,858	(3%)	(11,849)	359,745	371,594
	0% 0%	<u>.</u>	(389,229) (10,000)	(389,229) (10,000)	4% 100%	(9,418) (5,383)	(209,503) (5,383)	(200,086)
%	0%	-	(399,229)	(399,229)	7%	(14,800)	(214,886)	(200,086)
ລ	(10%)	(27,500)	269,129	296,629	(18%)	(26,649)	144,859	171,508

<sup>1.</sup> Outturn reflects current position run rate and includes adjustment for estimated cost of the current COSLA pay award offer which may be subject to change.



### **Committee Report by Directorate - Corporate**

For Year 23/24 Period 7 ending 14-Oct-2023

	Year to Date								Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries Other Employee Costs	39,278 404,716	- 364,396	(39,278) (40,320)	(11%)	60,000 677,000	677,000	(60,000) -	0%	1 2
Sub Total Employee Costs	443,994	364,396	(79,598)	(22%)	737,000	677,000	(60,000)	(9%)	
Property Costs									
Electricity Repairs and Maintenance Property Insurance Other Property Costs	49,752 14,284 5,362 252,037	74,242 13,456 6,459 202,498	24,490 (828) 1,097 (49,539)	33% (6%) 17% (24%)	137,933 25,000 12,000 426,215	137,933 25,000 12,000 376,215	- - - (50,000)	0% 0% 0% (13%)	2 2 3
Sub Total Property Costs	321,435	296,656	(24,779)	(8%)	601,148	551,148	(50,000)	(9%)	
Supplies & Services	216,289	268,008	51,719	19%	497,924	497,924	-	0%	2
Transport & Plant Costs	50	-	(50)		50	-	(50)		
Third Party Payments									
Communications Other Third Party Payments	313,079 920,406	191,079 1,437,181	(122,000) 516,775	(64%) 36%	355,000 2,370,092	355,000 2,670,092	300,000	0% 11%	2 4
Sub Total Third Party Payments	1,233,485	1,628,260	394,775	24%	2,725,092	3,025,092	300,000	10%	
Financing Costs									
Contribution to Capital Funded from Revenue	2,229,992	2,229,992	-	0%	4,143,030	4,143,030	-	0%	
Sub Total Financing Costs	2,229,992	2,229,992	-	0%	4,143,030	4,143,030	-	0%	
TOTAL EXPENDITURE	4,445,245	4,787,312	342,067	7%	8,704,244	8,894,194	189,950	2%	
INCOME									
Agency Fee Income - Councils Interest Received Other Income	(561,363) (4,375,006) (225,456)	(555,475) (2,745,082) (219,068)	5,887 1,629,924 6,388	(1%) (59%) (3%)	(1,032,000) (8,000,000) (407,000)	(1,032,000) (5,100,000) (407,000)	2,900,000 -	0% (57%) 0%	5
TOTAL INCOME	(5,161,825)	(3,519,626)	1,642,199	(47%)	(9,439,000)	(6,539,000)	2,900,000	(44%)	
Net Total	(716,580)	1,267,686	1,984,266	157%	(734,756)	2,355,194	3,089,950	131%	1

- 1. Costs associated with displaced staff.
- 2. Current position due to timing issues in respect of expenditure/budget phasing.
- 3. Includes costs in relation to property rates for vacant rental properties.
- 4. Based on expenditure at P7, savings have been projected across corporate costs including consultancy and legal fees.
- 5. Increased income anticipated due to current rates and cash balances.