



## Revenue Monitoring Report as at 14 October 2017, Period 7

**Committee** Strategy & Programmes

**Date of meeting** 24 November 2017

**Date of report** 07 November 2017

### Report by Assistant Chief Executive (Business Support)

#### 1. Object of report

To advise members of the committee of the revenue expenditure incurred as at the end of Period 7 (14 October 2017) and the projected outturn for the current financial year.

#### 2. 2017/18 Current Position

The Partnership's core revenue budget for 2017/18 was set at £37.670 million.

In 2017/18, the savings programme and patronage/income growth continues to be driven through strongly. The main variances are highlighted in Appendix 1 with detailed departmental revenue monitoring reports at Appendix 2.

There has been strong patronage growth to date, which has resulted in a projected increase to the level of Subway ticket revenue. In addition to the ticket revenue, the award of the new advertising contract has resulted in a greater guaranteed minimum income sum than was budgeted. When taken together, there is a positive variance of Subway income of £1.400 million.

In addition to increased Subway income, SPT has made significant savings, mainly under employee costs through the continued review of services to ensure that the organisation continues to deliver in the most efficient and effective manner. Members have previously approved a number of organisational restructures as part of this plan. The projected saving is partially offset by an allowance for severance costs resulting in a projected underspend of £1.096 million.

As detailed in Appendix 1, there are other minor variances to the budget resulting in a proposed addition to the Subway Fund of £2.536 million. The additional contribution to the Subway Fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway, including Operational Readiness, as a whole. The revised annual contribution is now £13.542 million, which keeps SPT on track for meeting its overall long term funding commitments.

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.

### 3. Conclusions

Having taken account of all SPT service priorities across the revenue and capital programmes, and the proposed contribution to the Subway Fund, a breakeven position is forecast. All expenditure heads will continue to be monitored to ensure this breakeven 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/Subway Infrastructure of £2.536m.

### 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  
(Business Support)**

**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, 14 October 2017



Ref	Subjective Heading	Saving / (Overspend)	Variance Description
1	Subway Income	£1,400,000	There has been strong patronage growth to date, which has resulted in a projected over recovery in Subway ticket revenue. In addition to the ticket revenue the award of the new advertising contract has resulted in a greater guaranteed minimum income sum than was budgeted.
2	Employee Costs	£1,096,500	The projected underspend reflects savings achieved through the restructuring of Bus Operations and Security (see report taken to the Personnel Committee on 17 March 2017) and vacancies in the current establishment. This is partially offset by an allowance for severance costs in relation to displaced staff.
3	Interest Received	£100,000	Forecast overachievement due to continued close management of cash balances.
4	Property Insurance	£50,000	The projected underspend reflects savings achieved through the annual tendering process.
5	Other Third Party Payments	(£10,000)	The projected overspend represents savings made in relation to the Subway Ticketing System offset by the cost of temporary procurement support for the Subway.
6	Bus Operations Income	(£100,000)	The projected under recover mainly relates to reduced sales commission as a result reduced Firstcard sales at travel centres and under recovery of concessionary recharge. The recharge for concessionary travel is based on actual costs incurred and therefore there is no overall loss to SPT. These under recoveries are partially offset by the new advertising contract which was awarded after the budget setting process was complete. The new contract will result in significantly more income being achieved than budgeted.
7	Contribution to Subway Fund	(£2,536,500)	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 £13.542 million, which keeps SPT on track for meeting its overall long term funding commitments.
<b>Net forecast saving / (overspend)</b>		<b>£0</b>	



## Committee Report by Division

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>Chief Executive</b>								
Cabinet	337,976	341,399	3,423	1%	634,027	634,027	-	0%
<b>Total Chief Executive</b>	337,976	341,399	3,423	1%	634,027	634,027	-	0%
<b>Operations</b>								
Subway	(378,308)	1,415,529	1,793,837	127%	202,385	2,162,385	1,960,000	91%
Bus Operations	8,554,893	9,376,070	821,177	9%	16,457,452	17,412,702	955,250	5%
Projects	540,089	647,626	107,537	17%	1,037,734	1,202,734	165,000	14%
Health and Safety	76,530	76,032	(498)	(1%)	141,203	141,203	-	0%
Customer Standards	268,499	300,908	32,409	11%	508,830	558,830	50,000	9%
<b>Total Operations</b>	9,061,703	11,816,166	2,754,463	23%	18,347,603	21,477,853	3,130,250	15%
<b>Business Support</b>								
Finance & Human Resources	769,535	741,500	(28,035)	(4%)	1,389,572	1,377,072	(12,500)	(1%)
Digital	399,139	479,745	80,606	17%	765,956	890,956	125,000	14%
Legal Services	153,865	169,932	16,067	9%	300,588	315,588	15,000	5%
Business Support	163,875	160,792	(3,083)	(2%)	298,614	298,614	-	0%
Elected Members	25,118	42,329	17,212	41%	78,611	78,611	-	0%
Corporate	734,326	857,050	122,723	14%	2,312,914	1,591,664	(721,250)	(45%)
<b>Total Business Support</b>	2,245,858	2,451,349	205,491	8%	5,146,255	4,552,505	(593,750)	(13%)
<b>Contribution to Subway Fund</b>	5,926,305	5,926,305	-	0%	13,542,495	11,005,995	(2,536,500)	(23%)
<b>Net Total</b>	<b>17,571,843</b>	<b>20,535,219</b>	<b>2,963,376</b>	<b>14%</b>	<b>37,670,381</b>	<b>37,670,381</b>	<b>-</b>	<b>0%</b>



## Revenue Monitoring Report

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	8,515,317	9,311,519	796,202	9%	16,007,821	17,292,821	1,285,000	7%	1
Overtime	240,088	403,846	163,758	41%	521,000	750,000	229,000	31%	2
Other Employee Costs	2,740,260	2,773,608	33,348	1%	5,568,486	5,150,986	(417,500)	(8%)	3
<b>Sub Total Employee Costs</b>	<b>11,495,665</b>	<b>12,488,973</b>	<b>993,308</b>	<b>8%</b>	<b>22,097,307</b>	<b>23,193,807</b>	<b>1,096,500</b>	<b>5%</b>	
<b>Property Costs</b>									
Electricity	775,207	844,819	69,612	8%	1,568,950	1,568,950	-	0%	4
Repairs and Maintenance	134,579	250,344	115,765	46%	464,925	464,925	-	0%	4
Property Insurance	293,621	323,077	29,456	9%	550,000	600,000	50,000	8%	5
Other Property Costs	1,784,219	1,889,641	105,423	6%	3,509,333	3,509,333	-	0%	4
<b>Sub Total Property Costs</b>	<b>2,987,625</b>	<b>3,307,882</b>	<b>320,256</b>	<b>10%</b>	<b>6,093,209</b>	<b>6,143,209</b>	<b>50,000</b>	<b>1%</b>	
<b>Supplies &amp; Services</b>	<b>1,045,370</b>	<b>1,151,693</b>	<b>106,323</b>	<b>9%</b>	<b>2,138,859</b>	<b>2,138,859</b>	<b>-</b>	<b>0%</b>	4
<b>Transport &amp; Plant Costs</b>	<b>67,210</b>	<b>154,754</b>	<b>87,544</b>	<b>57%</b>	<b>287,400</b>	<b>287,400</b>	<b>-</b>	<b>0%</b>	4
<b>Third Party Payments</b>									
Bus Operator Payments	7,137,167	7,188,449	51,281	1%	13,349,976	13,349,976	-	0%	6
Communications	166,471	191,692	25,221	13%	356,000	356,000	-	0%	4
Other Third Party Payments	2,252,281	2,418,823	166,542	7%	4,502,100	4,492,100	(10,000)	(0%)	4
<b>Sub Total Third Party Payments</b>	<b>9,555,920</b>	<b>9,798,964</b>	<b>243,044</b>	<b>2%</b>	<b>18,208,076</b>	<b>18,198,076</b>	<b>(10,000)</b>	<b>(0%)</b>	
<b>Financing Costs</b>									
Contribution to Subway Fund	5,926,305	5,926,305	-	0%	13,542,495	11,005,995	(2,536,500)	(23%)	7
<b>Sub Total Financing Costs</b>	<b>5,926,305</b>	<b>5,926,305</b>	<b>-</b>	<b>0%</b>	<b>13,542,495</b>	<b>11,005,995</b>	<b>(2,536,500)</b>	<b>(23%)</b>	
<b>TOTAL EXPENDITURE</b>	<b>31,078,094</b>	<b>32,828,571</b>	<b>1,750,476</b>	<b>5%</b>	<b>62,367,346</b>	<b>60,967,346</b>	<b>(1,400,000)</b>	<b>(2%)</b>	
<b>INCOME</b>									
Subway Income	(10,182,965)	(8,982,371)	1,200,594	(13%)	(18,548,000)	(17,148,000)	1,400,000	(8%)	8
Bus Operations Income	(2,122,255)	(2,218,101)	(95,845)	4%	(4,019,330)	(4,119,330)	(100,000)	2%	9
Agency Fee Income - Councils	(629,803)	(629,803)	(0)	0%	(1,169,634)	(1,169,634)	-	0%	
Interest Received	(309,863)	(215,385)	94,478	(44%)	(500,000)	(400,000)	100,000	(25%)	10
Other Income	(261,366)	(247,692)	13,673	(6%)	(460,000)	(460,000)	-	0%	
<b>TOTAL INCOME</b>	<b>(13,506,252)</b>	<b>(12,293,352)</b>	<b>1,212,900</b>	<b>(10%)</b>	<b>(24,696,964)</b>	<b>(23,296,964)</b>	<b>1,400,000</b>	<b>(6%)</b>	
<b>Net Total</b>	<b>17,571,843</b>	<b>20,535,219</b>	<b>2,963,376</b>	<b>14%</b>	<b>37,670,381</b>	<b>37,670,381</b>	<b>-</b>	<b>0%</b>	

### Notes

1. Projected outturn reflects savings generated from the bus restructure and also vacancies in the current establishment.
2. Current position due to close management of overtime approvals.
3. Savings due to the bus restructure and current vacancies are offset by a reduction in respect of staff turnover and an allowance for severance costs in relation to displaced staff.
4. Current position due to timing issues in respect of expenditure or income/budget phasing.
5. Savings projected based on the confirmed insurance costs for the financial year.
6. Year to date position has not been projected to year end due to risks associated with fluctuations in the bus market.
7. The additional contribution to the Subway fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway, including Operational Readiness as a whole. The revised annual contribution is now £13.542 million, which keeps SPT on track for meeting its overall long term funding commitments.
8. The projected over recovery reflects the increased guaranteed minimum sum that will be achieved in advertising income as a consequence of retendering the advertising contract. In addition, the over recovery of ticket income trend to P7 has been projected to year end.
9. Under recovery to P7 mainly relates to reduced sales commission as a result of the reduced Firstcard sales at travel centres and under recovery of concessionary recharge. The recharge for concessionary travel is based on actual costs incurred and therefore there is no overall loss to the organisation. These are partially offset by the new advertising contract which was awarded after the budget setting process was complete. The new contract will result in significantly more income being achieved than budgeted.
10. Current position due to close management of cash balances.



## Committee Report by Directorate - Cabinet

For Year 17/18 Period 7 ending 14-Oct-2017

### EXPENDITURE

#### Employee Costs

Salaries  
Other Employee Costs

#### Sub Total Employee Costs

#### Supplies & Services

#### Transport & Plant Costs

### TOTAL EXPENDITURE

### Net Total

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
Salaries	256,376	253,157	(3,219)	(1%)	470,148	470,148	-	0%
Other Employee Costs	80,845	80,166	(679)	(1%)	148,880	148,880	-	0%
<b>Sub Total Employee Costs</b>	<b>337,221</b>	<b>333,322</b>	<b>(3,898)</b>	<b>(1%)</b>	<b>619,027</b>	<b>619,027</b>	<b>-</b>	<b>0%</b>
Supplies & Services	669	2,692	2,024	75%	5,000	5,000	-	0%
Transport & Plant Costs	87	5,385	5,298	98%	10,000	10,000	-	0%
<b>TOTAL EXPENDITURE</b>	<b>337,976</b>	<b>341,399</b>	<b>3,423</b>	<b>1%</b>	<b>634,027</b>	<b>634,027</b>	<b>-</b>	<b>0%</b>
<b>Net Total</b>	<b>337,976</b>	<b>341,399</b>	<b>3,423</b>	<b>1%</b>	<b>634,027</b>	<b>634,027</b>	<b>-</b>	<b>0%</b>



## Committee Report by Directorate - Subway

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	4,057,489	4,239,035	181,547	4%	7,572,494	7,872,494	300,000	4%	1
Overtime	222,602	297,769	75,167	25%	453,000	553,000	100,000	18%	2
Other Employee Costs	1,168,551	1,198,799	30,247	3%	2,151,340	2,226,340	75,000	3%	1
<b>Sub Total Employee Costs</b>	<b>5,448,642</b>	<b>5,735,603</b>	<b>286,961</b>	<b>5%</b>	<b>10,176,834</b>	<b>10,651,834</b>	<b>475,000</b>	<b>4%</b>	
<b>Property Costs</b>									
Electricity	670,533	735,000	64,467	9%	1,365,000	1,365,000	-	0%	3
Property Insurance	293,621	323,077	29,456	9%	550,000	600,000	50,000	8%	4
Other Property Costs	877,454	971,723	94,269	10%	1,804,629	1,804,629	-	0%	3
<b>Sub Total Property Costs</b>	<b>1,841,607</b>	<b>2,029,800</b>	<b>188,193</b>	<b>9%</b>	<b>3,719,629</b>	<b>3,769,629</b>	<b>50,000</b>	<b>1%</b>	
<b>Supplies &amp; Services</b>	<b>1,063,791</b>	<b>1,052,407</b>	<b>(11,384)</b>	<b>(1%)</b>	<b>1,954,470</b>	<b>1,954,470</b>	<b>-</b>	<b>0%</b>	<b>3</b>
<b>Transport &amp; Plant Costs</b>	<b>2,037</b>	<b>16,154</b>	<b>14,117</b>	<b>87%</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>0%</b>	<b>3</b>
<b>Third Party Payments</b>									
Bus Operator Payments	9,917	10,769	853	8%	20,000	20,000	-	0%	
Other Third Party Payments	1,438,663	1,553,167	114,504	7%	2,849,452	2,884,452	35,000	1%	5
<b>Sub Total Third Party Payments</b>	<b>1,448,580</b>	<b>1,563,936</b>	<b>115,356</b>	<b>7%</b>	<b>2,869,452</b>	<b>2,904,452</b>	<b>35,000</b>	<b>1%</b>	
<b>TOTAL EXPENDITURE</b>	<b>9,804,657</b>	<b>10,397,900</b>	<b>593,243</b>	<b>6%</b>	<b>18,750,385</b>	<b>19,310,385</b>	<b>560,000</b>	<b>3%</b>	
<b>INCOME</b>									
Subway Income	(10,182,965)	(8,982,371)	1,200,594	(13%)	(18,548,000)	(17,148,000)	1,400,000	(8%)	6
<b>TOTAL INCOME</b>	<b>(10,182,965)</b>	<b>(8,982,371)</b>	<b>1,200,594</b>	<b>(13%)</b>	<b>(18,548,000)</b>	<b>(17,148,000)</b>	<b>1,400,000</b>	<b>(8%)</b>	
<b>Net Total</b>	<b>(378,308)</b>	<b>1,415,529</b>	<b>1,793,837</b>	<b>127%</b>	<b>202,385</b>	<b>2,162,385</b>	<b>1,960,000</b>	<b>91%</b>	

### Notes

1. The projected underspend is due to current vacancies within the establishment.
2. Current position due to close management of overtime approvals.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Savings projected based on the confirmed insurance costs for the financial year.
5. Savings have been generated from ticketing equipment transactional charges
6. The projected over recovery reflects the increased guaranteed minimum sum that will be achieved in advertising income as a consequence of retendering the advertising contract. In addition, the over recovery of ticket income trend to P7 has been projected to year end.



## Committee Report by Directorate - Bus Operations

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	1,945,186	2,410,481	465,296	19%	3,726,608	4,476,608	750,000	17%	1
Overtime	12,668	96,923	84,255	87%	50,000	180,000	130,000	72%	2
Other Employee Costs	519,732	624,944	105,212	17%	985,610	1,160,610	175,000	15%	1
<b>Sub Total Employee Costs</b>	<b>2,477,585</b>	<b>3,132,348</b>	<b>654,763</b>	<b>21%</b>	<b>4,762,218</b>	<b>5,817,218</b>	<b>1,055,000</b>	<b>18%</b>	
<b>Property Costs</b>									
Electricity	89,731	93,665	3,935	4%	173,950	173,950	-	0%	
Repairs and Maintenance	115,118	214,308	99,190	46%	398,000	398,000	-	0%	3
Other Property Costs	665,130	662,870	(2,260)	(0%)	1,231,045	1,231,045	-	0%	
<b>Sub Total Property Costs</b>	<b>869,979</b>	<b>970,843</b>	<b>100,864</b>	<b>10%</b>	<b>1,802,995</b>	<b>1,802,995</b>	<b>-</b>	<b>0%</b>	
<b>Supplies &amp; Services</b>	<b>76,971</b>	<b>109,792</b>	<b>32,821</b>	<b>30%</b>	<b>203,900</b>	<b>203,900</b>	<b>-</b>	<b>0%</b>	3
<b>Transport &amp; Plant Costs</b>	<b>61,714</b>	<b>120,346</b>	<b>58,632</b>	<b>49%</b>	<b>223,250</b>	<b>223,500</b>	<b>250</b>	<b>0%</b>	3
<b>Third Party Payments</b>									
Bus Operator Payments	7,127,251	7,177,679	50,429	1%	13,329,976	13,329,976	-	0%	4
Communications	521	2,692	2,172	81%	5,000	5,000	-	0%	
Other Third Party Payments	154,469	171,811	17,342	10%	319,077	319,077	-	0%	
<b>Sub Total Third Party Payments</b>	<b>7,282,240</b>	<b>7,352,182</b>	<b>69,943</b>	<b>1%</b>	<b>13,654,053</b>	<b>13,654,053</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>10,768,490</b>	<b>11,685,512</b>	<b>917,022</b>	<b>8%</b>	<b>20,646,416</b>	<b>21,701,666</b>	<b>1,055,250</b>	<b>5%</b>	
<b>INCOME</b>									
Bus Operations Income	(2,122,255)	(2,218,101)	(95,845)	4%	(4,019,330)	(4,119,330)	(100,000)	2%	5
Agency Fee Income - Councils	(91,341)	(91,341)	(0)	0%	(169,634)	(169,634)	-	0%	
<b>TOTAL INCOME</b>	<b>(2,213,597)</b>	<b>(2,309,442)</b>	<b>(95,845)</b>	<b>4%</b>	<b>(4,188,964)</b>	<b>(4,288,964)</b>	<b>(100,000)</b>	<b>2%</b>	
<b>Net Total</b>	<b>8,554,893</b>	<b>9,376,070</b>	<b>821,177</b>	<b>9%</b>	<b>16,457,452</b>	<b>17,412,702</b>	<b>955,250</b>	<b>5%</b>	

### Notes

1. Reflects savings generated from the bus restructure. Displaced employees have been transferred to Corporate.
2. Current position due to changes in bus station operations as a result of the bus restructure and close management of overtime approvals.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Year to date position has not been projected to year end due to risks associated with fluctuations in the bus market.
5. Under recovery to P7 mainly relates reduced sales commission as a result of reduced Firstcard sales at travel centres and under recovery of concessionary recharge. The recharge for concessionary travel is based on actual costs incurred and therefore there is no overall loss to the organisation. These are partially offset by the new advertising contract which was awarded after the budget setting process was complete. The new contract will result in significantly more income being achieved than budgeted.





## Committee Report by Directorate - Projects

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	684,480	764,986	80,506	11%	1,295,689	1,420,689	125,000	9%	1
Other Employee Costs	199,648	223,105	23,457	11%	374,338	414,338	40,000	10%	1
<b>Sub Total Employee Costs</b>	<b>884,128</b>	<b>988,091</b>	<b>103,963</b>	<b>11%</b>	<b>1,670,026</b>	<b>1,835,026</b>	<b>165,000</b>	<b>9%</b>	
<b>Supplies &amp; Services</b>	<b>(345,367)</b>	<b>(349,888)</b>	<b>(4,521)</b>	<b>1%</b>	<b>(649,792)</b>	<b>(649,792)</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>789</b>	<b>4,038</b>	<b>3,249</b>	<b>80%</b>	<b>7,500</b>	<b>7,500</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Communications	539	5,385	4,845	90%	10,000	10,000	-	0%	
<b>Sub Total Third Party Payments</b>	<b>539</b>	<b>5,385</b>	<b>4,845</b>	<b>90%</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>540,089</b>	<b>647,626</b>	<b>107,537</b>	<b>17%</b>	<b>1,037,734</b>	<b>1,202,734</b>	<b>165,000</b>	<b>14%</b>	
<b>Net Total</b>	<b>540,089</b>	<b>647,626</b>	<b>107,537</b>	<b>17%</b>	<b>1,037,734</b>	<b>1,202,734</b>	<b>165,000</b>	<b>14%</b>	

### Notes

1. Projected outturn based on current vacancies in the establishment.



## Committee Report by Directorate - Health and Safety

For Year 17/18 Period 7 ending 14-Oct-2017

### EXPENDITURE

#### Employee Costs

	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
Salaries	58,889	58,196	(693)	(1%)	108,078	108,078	-	0%
Other Employee Costs	17,516	17,406	(110)	(1%)	32,325	32,325	-	0%

#### Sub Total Employee Costs

#### Supplies & Services

#### Transport & Plant Costs

### TOTAL EXPENDITURE

### Net Total

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>Sub Total Employee Costs</b>	76,405	75,601	(803)	(1%)	140,403	140,403	-	0%
<b>Supplies &amp; Services</b>	125	323	198	61%	600	600	-	0%
<b>Transport &amp; Plant Costs</b>	-	108	108	100%	200	200	-	0%
<b>TOTAL EXPENDITURE</b>	<b>76,530</b>	<b>76,032</b>	<b>(497)</b>	<b>(1%)</b>	<b>141,203</b>	<b>141,203</b>	<b>-</b>	<b>0%</b>
<b>Net Total</b>	<b>76,530</b>	<b>76,032</b>	<b>(497)</b>	<b>(1%)</b>	<b>141,203</b>	<b>141,203</b>	<b>-</b>	<b>0%</b>



## Committee Report by Directorate - Customer Standards

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	190,243	209,796	19,553	9%	349,622	389,622	40,000	10%	1
Overtime	3,943	8,077	4,134	51%	15,000	15,000	-	0%	
Other Employee Costs	56,207	61,497	5,290	9%	104,208	114,208	10,000	9%	1
<b>Sub Total Employee Costs</b>	<b>250,393</b>	<b>279,370</b>	<b>28,977</b>	<b>10%</b>	<b>468,830</b>	<b>518,830</b>	<b>50,000</b>	<b>10%</b>	
<b>Supplies &amp; Services</b>	<b>18,065</b>	<b>21,000</b>	<b>2,935</b>	<b>14%</b>	<b>39,000</b>	<b>39,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>41</b>	<b>538</b>	<b>497</b>	<b>92%</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>268,499</b>	<b>300,908</b>	<b>32,409</b>	<b>11%</b>	<b>508,830</b>	<b>558,830</b>	<b>50,000</b>	<b>9%</b>	
<b>Net Total</b>	<b>268,499</b>	<b>300,908</b>	<b>32,409</b>	<b>11%</b>	<b>508,830</b>	<b>558,830</b>	<b>50,000</b>	<b>9%</b>	

### Notes

1. Projected outturn reflects vacancy in establishment and transfer of a property post to Legal.



## Committee Report by Directorate - Finance & Human Resources

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	554,302	587,893	33,591	6%	1,031,800	1,091,800	60,000	5%	1
Other Employee Costs	161,775	171,878	10,103	6%	301,702	319,202	17,500	5%	1
<b>Sub Total Employee Costs</b>	<b>716,076</b>	<b>759,771</b>	<b>43,694</b>	<b>6%</b>	<b>1,333,502</b>	<b>1,411,002</b>	<b>77,500</b>	<b>5%</b>	
<b>Supplies &amp; Services</b>	<b>9,942</b>	<b>(18,809)</b>	<b>(28,751)</b>	<b>153%</b>	<b>10,070</b>	<b>(34,930)</b>	<b>(45,000)</b>	<b>129%</b>	2
<b>Transport &amp; Plant Costs</b>	<b>54</b>	<b>538</b>	<b>485</b>	<b>90%</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Other Third Party Payments	43,464	-	(43,464)		45,000	-	(45,000)		3
<b>Sub Total Third Party Payments</b>	<b>43,464</b>	<b>-</b>	<b>(43,464)</b>		<b>45,000</b>	<b>-</b>	<b>(45,000)</b>		
<b>TOTAL EXPENDITURE</b>	<b>769,535</b>	<b>741,500</b>	<b>(28,035)</b>	<b>(4%)</b>	<b>1,389,572</b>	<b>1,377,072</b>	<b>(12,500)</b>	<b>(1%)</b>	
<b>Net Total</b>	<b>769,535</b>	<b>741,500</b>	<b>(28,035)</b>	<b>(4%)</b>	<b>1,389,572</b>	<b>1,377,072</b>	<b>(12,500)</b>	<b>(1%)</b>	

### Notes

1. Variance due to vacancies in the establishment.
2. Due to a reduction in capitalised salary recoveries as the result of external audit guidance.
3. Projected costs associated with temporary procurement support for the Subway.



## Committee Report by Directorate - Digital

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	307,103	369,534	62,432	17%	586,278	686,278	100,000	15%	1
Overtime	371	1,077	706	66%	2,000	2,000	-	0%	
Other Employee Costs	87,947	103,749	15,803	15%	167,678	192,678	25,000	13%	1
<b>Sub Total Employee Costs</b>	<b>395,420</b>	<b>474,361</b>	<b>78,941</b>	<b>17%</b>	<b>755,956</b>	<b>880,956</b>	<b>125,000</b>	<b>14%</b>	
<b>Supplies &amp; Services</b>	<b>2,264</b>	<b>2,154</b>	<b>(110)</b>	<b>(5%)</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>1,456</b>	<b>3,231</b>	<b>1,775</b>	<b>55%</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>399,139</b>	<b>479,745</b>	<b>80,606</b>	<b>17%</b>	<b>765,956</b>	<b>890,956</b>	<b>125,000</b>	<b>14%</b>	
<b>Net Total</b>	<b>399,139</b>	<b>479,745</b>	<b>80,606</b>	<b>17%</b>	<b>765,956</b>	<b>890,956</b>	<b>125,000</b>	<b>14%</b>	

### Notes

1. Projected outturn reflects current vacancies in the establishment.



## Committee Report by Directorate - Legal Services

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	118,286	128,663	10,377	8%	228,946	238,946	10,000	4%	1
Other Employee Costs	35,491	39,815	4,323	11%	68,942	73,942	5,000	7%	1
<b>Sub Total Employee Costs</b>	<b>153,778</b>	<b>168,478</b>	<b>14,701</b>	<b>9%</b>	<b>297,888</b>	<b>312,888</b>	<b>15,000</b>	<b>5%</b>	
<b>Supplies &amp; Services</b>	<b>31</b>	<b>1,077</b>	<b>1,046</b>	<b>97%</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>56</b>	<b>377</b>	<b>321</b>	<b>85%</b>	<b>700</b>	<b>700</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>153,865</b>	<b>169,932</b>	<b>16,067</b>	<b>9%</b>	<b>300,588</b>	<b>315,588</b>	<b>15,000</b>	<b>5%</b>	
<b>Net Total</b>	<b>153,865</b>	<b>169,932</b>	<b>16,067</b>	<b>9%</b>	<b>300,588</b>	<b>315,588</b>	<b>15,000</b>	<b>5%</b>	

### Notes

1. Vacancies in the establishment to P6 will be offset by transfer of property post from Customer Standards and the recent appointment of a new solicitor.



## Committee Report by Directorate - Business Support

For Year 17/18 Period 7 ending 14-Oct-2017

### EXPENDITURE

#### Employee Costs

	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
Salaries	126,440	123,793	(2,647)	(2%)	229,902	229,902	-	0%
Other Employee Costs	36,290	34,576	(1,715)	(5%)	64,212	64,212	-	0%

#### Sub Total Employee Costs

#### Supplies & Services

#### Transport & Plant Costs

### TOTAL EXPENDITURE

### Net Total

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>Sub Total Employee Costs</b>	162,731	158,369	(4,361)	(3%)	294,114	294,114	-	0%
<b>Supplies &amp; Services</b>	725	2,154	1,428	66%	4,000	4,000	-	0%
<b>Transport &amp; Plant Costs</b>	419	269	(150)	(56%)	500	500	-	0%
<b>TOTAL EXPENDITURE</b>	<b>163,875</b>	<b>160,792</b>	<b>(3,083)</b>	<b>(2%)</b>	<b>298,614</b>	<b>298,614</b>	<b>-</b>	<b>0%</b>
<b>Net Total</b>	<b>163,875</b>	<b>160,792</b>	<b>(3,083)</b>	<b>(2%)</b>	<b>298,614</b>	<b>298,614</b>	<b>-</b>	<b>0%</b>



## Committee Report by Directorate - Elected Members

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Supplies &amp; Services</b>	19,927	32,098	12,172	38%	59,611	59,611	-	0%	1
<b>Transport &amp; Plant Costs</b>	386	3,769	3,383	90%	7,000	7,000	-	0%	
<b>Third Party Payments</b>									
Other Third Party Payments	4,805	6,462	1,657	26%	12,000	12,000	-	0%	
<b>Sub Total Third Party Payments</b>	4,805	6,462	1,657	26%	12,000	12,000	-	0%	
<b>TOTAL EXPENDITURE</b>	<b>25,118</b>	<b>42,329</b>	<b>17,212</b>	<b>41%</b>	<b>78,611</b>	<b>78,611</b>	<b>-</b>	<b>0%</b>	
<b>Net Total</b>	<b>25,118</b>	<b>42,329</b>	<b>17,212</b>	<b>41%</b>	<b>78,611</b>	<b>78,611</b>	<b>-</b>	<b>0%</b>	

### Notes

1. Year to date underspend will not be sustained to the year end following the appointment of the new Chair and Vice Chairs.





## Committee Report by Directorate - Corporate

For Year 17/18 Period 7 ending 14-Oct-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	216,525	165,983	(50,541)	(30%)	408,255	308,255	(100,000)	(32%)	1
Overtime	504	-	(504)		1,000	-	(1,000)		
Other Employee Costs	376,257	217,674	(158,583)	(73%)	1,169,253	404,253	(765,000)	(189%)	2
<b>Sub Total Employee Costs</b>	<b>593,287</b>	<b>383,658</b>	<b>(209,629)</b>	<b>(55%)</b>	<b>1,578,508</b>	<b>712,508</b>	<b>(866,000)</b>	<b>(122%)</b>	
<b>Property Costs</b>									
Electricity	14,943	16,154	1,210	7%	30,000	30,000	-	0%	
Repairs and Maintenance	19,461	36,037	16,575	46%	66,925	66,925	-	0%	
Other Property Costs	241,634	255,048	13,414	5%	473,660	473,660	-	0%	
<b>Sub Total Property Costs</b>	<b>276,038</b>	<b>307,238</b>	<b>31,200</b>	<b>10%</b>	<b>570,585</b>	<b>570,585</b>	<b>-</b>	<b>0%</b>	
<b>Supplies &amp; Services</b>	<b>198,227</b>	<b>296,692</b>	<b>98,465</b>	<b>33%</b>	<b>506,000</b>	<b>551,000</b>	<b>45,000</b>	<b>8%</b>	3
<b>Transport &amp; Plant Costs</b>	<b>171</b>	<b>-</b>	<b>(171)</b>		<b>250</b>	<b>-</b>	<b>(250)</b>		
<b>Third Party Payments</b>									
Communications	165,411	183,615	18,204	10%	341,000	341,000	-	0%	
Other Third Party Payments	610,881	687,384	76,503	11%	1,276,571	1,276,571	-	0%	4
<b>Sub Total Third Party Payments</b>	<b>776,293</b>	<b>871,000</b>	<b>94,707</b>	<b>11%</b>	<b>1,617,571</b>	<b>1,617,571</b>	<b>-</b>	<b>0%</b>	
<b>Financing Costs</b>									
Contribution to Subway Fund	5,926,305	5,926,305	-	0%	13,542,495	11,005,995	(2,536,500)	(23%)	5
<b>Sub Total Financing Costs</b>	<b>5,926,305</b>	<b>5,926,305</b>	<b>-</b>	<b>0%</b>	<b>13,542,495</b>	<b>11,005,995</b>	<b>(2,536,500)</b>	<b>(23%)</b>	
<b>TOTAL EXPENDITURE</b>	<b>7,770,321</b>	<b>7,784,893</b>	<b>14,572</b>	<b>0%</b>	<b>17,815,409</b>	<b>14,457,659</b>	<b>(3,357,750)</b>	<b>(23%)</b>	
<b>INCOME</b>									
Agency Fee Income - Councils	(538,462)	(538,462)	(0)	0%	(1,000,000)	(1,000,000)	-	0%	
Interest Received	(309,863)	(215,385)	94,478	(44%)	(500,000)	(400,000)	100,000	(25%)	6
Other Income	(261,366)	(247,692)	13,673	(6%)	(460,000)	(460,000)	-	0%	
<b>TOTAL INCOME</b>	<b>(1,109,690)</b>	<b>(1,001,539)</b>	<b>108,151</b>	<b>(11%)</b>	<b>(1,960,000)</b>	<b>(1,860,000)</b>	<b>100,000</b>	<b>(5%)</b>	
<b>Net Total</b>	<b>6,660,631</b>	<b>6,783,355</b>	<b>122,723</b>	<b>2%</b>	<b>15,855,409</b>	<b>12,597,659</b>	<b>(3,257,750)</b>	<b>(26%)</b>	

### Notes

1. Costs include displaced staff resulting from the recent bus restructure. The corresponding saving is shown under the Bus Operations page.
2. The corporate employee costs budget includes a reduction in respect of staff turnover and an allowance for severance costs in relation to displaced staff.
3. Due to close management of supplies and services budgets.
4. Current position due to timing issues in respect of expenditure/budget phasing.
5. The additional contribution to the Subway fund will facilitate future capital and revenue spend on Subway Modernisation and the Subway, including Operational Readiness as a whole. The revised annual contribution is now £13.542 million, which keeps SPT on track for meeting its overall long term funding commitments.
6. Current position due to close management of cash balances.