



### Revenue Monitoring Report as at 07 January 2017, Period 10

**Committee** Strategy & Programmes

**Date of meeting** 27 January 2017

**Date of report** 18 January 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 10 (07 January 2017) and the projected outturn for the financial year.

##### 2. Background

The Partnership core net revenue budget for 2016/17 was set at £38.418 million.

Members are aware that it remains the case that SPT, as a result of a flaw in legislation, is unable to add to already existing reserve funds or create new reserve funds. This clearly makes the financial management of SPT more complex as it is generally regarded that the holding of reserves is an integral part of sound financial management. As a result, the budgetary control process includes an on-going review to ensure that SPT fully utilises its resources in year on agreed priorities.

At Period 7, members were advised of a forecast positive variance of £1.265m.

##### 3. 2016/17 Current Position

In 2016/17, 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.

As anticipated there has been an impact on Subway income as a result of the Subway suspension. However, with a strong focus remaining on recovering the Subway patronage base in the coming months, the forecast is that the Subway income budget for 2016-17 will be achieved. In addition, all other income lines continue to deliver as budgeted. This includes an unexpected rates rebate which has been successfully secured totalling £120,000.

Together with the assumption of Subway income being achieved and the on-going savings programme which continues to deliver savings in year, with all opportunities being taken to maximise efficiencies particularly through careful management of employee and property related costs, it is currently forecast to achieve a net income growth/savings of £1.735m. Members are aware that SPT is required to achieve a year end break-even position. As reported previously the revenue and capital programme outturn positions need to be managed on a complementary basis. The Subway infrastructure works has been carried out faster than originally anticipated in 2016/17 and it was also possible to accelerate works during the suspension of subway services in July

# Agenda 4

2016. This has brought forward spend originally forecast in 2017/18. The subway fund is currently utilised to support infrastructure and it is therefore proposed to allocate £1.735m to the Subway Fund to further support Subway infrastructure works in 2016/17 in line with the accelerated profile.

## 4. 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.

## 5. Committee action

The committee is recommended to:

- note the projected outturn position on the information available at the end of Period 10.
- agree the proposed contribution to the Subway Fund/Subway Infrastructure of £1.735m.

## 6. 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 10, 07 January 2017



Ref	Subjective Heading	Saving / (Overspend)	Variance Description
1	Bus operations income	£850,000	Additional income is due to funding received from Glasgow City Council for Queen Elizabeth Hospital bus service contracts and income from City of Edinburgh Council in relation to school contracts. These services are provided on a cost neutral basis i.e. the additional income only covers expenditure incurred by SPT, which is contained within Bus Operator Payments. The net position is an underspend of £680,000 (see note 7) in line with the underspend reported to the Operations Committee on 20 January 2017.
2	Employee costs	£340,000	The forecast decrease reflects vacancies in the establishment. This is partially offset by additional overtime costs in support of bus replacement services during the Subway suspension, severance costs and an allowance for staff turnover.
3	Property costs	£280,000	Saving based on current projections for insurance and electricity costs and rates, which is partially offset by increased maintenance costs.
4	Third Party Payments	£285,000	Projected savings in escalator maintenance, agency staff, consultants and legal fees.
5	Other income	£100,000	Additional rental income due for the Gartcraig Road site following a recent rent review.
6	Transport & Plant Costs	£49,500	Forecast saving due to prior investment in the bus fleet.
7	Bus Operator Payments	(£170,000)	The projected overspend is as a result of additional contract costs due to the extended Subway suspension, the provision of a bus service to the Queen Elizabeth Hospital. These additional costs are partially offset by the overall underspend position on subsidised bus costs reported to the Operations Committee. In addition the costs of the Queen Elizabeth Hospital bus service are fully offset by funding received from GCC (see note 1). The net saving of £680,000 between Bus Operator Payments and Bus Operations income (see note 1) is principally due to the subsidised bus underspend.
8	Contribution to Subway Fund / Subway Infrastructure	(£1,734,500)	Requested additional contribution to Subway Fund / Subway Infrastructure to fund accelerated subway infrastructure works in 2016/17 as detailed in the paper 'Capital Programme Monitoring and Proposed Amendments Report as at 7 January 2017, Period 10'.
<b>Net forecast saving / (overspend)</b>		<b>£0</b>	



# Committee Report by Division

For Year 16/17 Period 10 ending 07-Jan-2017

## Chief Executive

Cabinet

## Total Chief Executive

## Operations

Subway

Bus Operations

Projects

Health and Safety

Customer Standards

## Total Operations

## Business Support

Finance & Human Resources

Digital

Communications

Legal Services

Business Support

Elected Members

Corporate

## Total Business Support

Contribution to Subway Fund / Subway Infrastructure

Contribution to Capital Funded from Revenue

## Net Total

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
Cabinet	474,379	491,916	17,537	4%	621,991	639,491	17,500	3%
<b>Total Chief Executive</b>	<b>474,379</b>	<b>491,916</b>	<b>17,537</b>	<b>4%</b>	<b>621,991</b>	<b>639,491</b>	<b>17,500</b>	<b>3%</b>
<b>Operations</b>								
Subway	2,069,878	3,129,373	1,059,495	34%	2,735,808	3,335,808	600,000	18%
Bus Operations	12,807,533	13,689,234	881,701	6%	16,881,004	17,796,004	915,000	5%
Projects	757,565	1,007,410	249,846	25%	1,014,134	1,309,634	295,500	23%
Health and Safety	105,632	105,791	159	0%	137,528	137,528	-	0%
Customer Standards	470,544	465,470	(5,075)	(1%)	605,111	605,111	-	0%
<b>Total Operations</b>	<b>16,211,152</b>	<b>18,397,277</b>	<b>2,186,125</b>	<b>12%</b>	<b>21,373,584</b>	<b>23,184,084</b>	<b>1,810,500</b>	<b>8%</b>
<b>Business Support</b>								
Finance & Human Resources	1,012,626	1,050,673	38,047	4%	1,316,375	1,365,875	49,500	4%
Digital	472,283	570,705	98,423	17%	607,417	741,917	134,500	18%
Communications	379,030	511,058	132,028	26%	574,375	664,375	90,000	14%
Legal Services	172,810	256,906	84,096	33%	228,978	333,978	105,000	31%
Business Support	209,405	229,877	20,472	9%	276,340	298,840	22,500	8%
Elected Members	31,709	61,485	29,776	48%	69,930	79,930	10,000	13%
Corporate	320,310	774,239	453,929	59%	1,511,510	1,006,510	(505,000)	(50%)
<b>Total Business Support</b>	<b>2,598,171</b>	<b>3,454,943</b>	<b>856,771</b>	<b>25%</b>	<b>4,584,925</b>	<b>4,491,425</b>	<b>(93,500)</b>	<b>(2%)</b>
Contribution to Subway Fund / Subway Infrastructure	6,386,923	6,386,923	0	0%	10,037,500	8,303,000	(1,734,500)	(21%)
Contribution to Capital Funded from Revenue	1,384,615	1,384,615	0	0%	1,800,000	1,800,000	-	0%
<b>Net Total</b>	<b>27,055,241</b>	<b>30,115,674</b>	<b>3,060,433</b>	<b>10%</b>	<b>38,418,000</b>	<b>38,418,000</b>	<b>-</b>	<b>0%</b>



# Revenue Monitoring Report

For Year 16/17 Period 10 ending 07-Jan-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	12,547,896	13,420,635	872,739	7%	16,329,325	17,446,825	1,117,500	6%	1
Overtime	608,055	537,538	(70,517)	(13%)	778,800	698,800	(80,000)	(11%)	2
Other Employee Costs	4,006,569	4,009,027	2,457	0%	5,909,235	5,211,735	(697,500)	(13%)	3
<b>Sub Total Employee Costs</b>	<b>17,162,520</b>	<b>17,967,200</b>	<b>804,680</b>	<b>4%</b>	<b>23,017,360</b>	<b>23,357,360</b>	<b>340,000</b>	<b>1%</b>	
<b>Property Costs</b>									
Electricity	1,088,407	1,237,231	148,824	12%	1,488,400	1,608,400	120,000	7%	4
Repairs and Maintenance	375,584	376,481	897	0%	514,425	489,425	(25,000)	(5%)	5
Property Insurance	398,908	461,539	62,631	14%	530,000	600,000	70,000	12%	6
Other Property Costs	2,356,595	2,551,423	194,829	8%	3,201,850	3,316,850	115,000	3%	7
<b>Sub Total Property Costs</b>	<b>4,219,493</b>	<b>4,626,673</b>	<b>407,180</b>	<b>9%</b>	<b>5,734,675</b>	<b>6,014,675</b>	<b>280,000</b>	<b>5%</b>	
<b>Supplies &amp; Services</b>	<b>1,548,791</b>	<b>1,819,087</b>	<b>270,296</b>	<b>15%</b>	<b>2,364,813</b>	<b>2,364,813</b>	<b>-</b>	<b>0%</b>	8
<b>Transport &amp; Plant Costs</b>	<b>182,147</b>	<b>260,615</b>	<b>78,468</b>	<b>30%</b>	<b>289,300</b>	<b>338,800</b>	<b>49,500</b>	<b>15%</b>	9
<b>Third Party Payments</b>									
Bus Operator Payments	9,928,155	9,706,077	(222,078)	(2%)	12,787,900	12,617,900	(170,000)	(1%)	10
Communications	66,429	170,000	103,571	61%	221,000	221,000	-	0%	8
Other Third Party Payments	3,170,430	3,768,959	598,528	16%	4,614,646	4,899,646	285,000	6%	11
<b>Sub Total Third Party Payments</b>	<b>13,165,015</b>	<b>13,645,035</b>	<b>480,020</b>	<b>4%</b>	<b>17,623,546</b>	<b>17,738,546</b>	<b>115,000</b>	<b>1%</b>	
<b>Financing Costs</b>									
Contribution to Subway Fund / Subway Infrastructure	6,386,923	6,386,923	0	0%	10,037,500	8,303,000	(1,734,500)	(21%)	12
Contribution to Capital Funded from Revenue	1,384,615	1,384,615	0	0%	1,800,000	1,800,000	-	0%	
<b>Sub Total Financing Costs</b>	<b>7,771,538</b>	<b>7,771,539</b>	<b>0</b>	<b>0%</b>	<b>11,837,500</b>	<b>10,103,000</b>	<b>(1,734,500)</b>	<b>(17%)</b>	
<b>TOTAL EXPENDITURE</b>	<b>44,049,505</b>	<b>46,090,149</b>	<b>2,040,644</b>	<b>4%</b>	<b>60,867,194</b>	<b>59,917,194</b>	<b>(950,000)</b>	<b>(2%)</b>	
<b>INCOME</b>									
Subway Income	(12,338,374)	(12,233,403)	104,971	(1%)	(16,635,800)	(16,635,800)	-	0%	13
Bus Operations Income	(2,725,429)	(2,001,505)	723,924	(36%)	(3,451,957)	(2,601,957)	850,000	(33%)	14
Agency Fee Income - Councils	(935,246)	(910,590)	24,656	(3%)	(1,183,767)	(1,183,767)	-	0%	
Interest Received	(519,894)	(461,539)	58,355	(13%)	(600,000)	(600,000)	-	0%	15
Other Income	(475,321)	(367,439)	107,882	(29%)	(577,670)	(477,670)	100,000	(21%)	16
<b>TOTAL INCOME</b>	<b>(16,994,264)</b>	<b>(15,974,475)</b>	<b>1,019,789</b>	<b>(6%)</b>	<b>(22,449,194)</b>	<b>(21,499,194)</b>	<b>950,000</b>	<b>(4%)</b>	
<b>Net Total</b>	<b>27,055,241</b>	<b>30,115,674</b>	<b>3,060,433</b>	<b>10%</b>	<b>38,418,000</b>	<b>38,418,000</b>	<b>-</b>	<b>0%</b>	

## Notes

- Current position due to vacancies within the establishment some of which are in the process of being recruited.
- Current position due to vacancies within the establishment and additional overtime to support replacement bus services during the Subway suspension.
- The corporate employee costs budget includes a reduction in respect of staff turnover and an allowance for severance costs.
- Includes savings in traction current electricity costs during the Subway suspension and head office electricity savings.
- Projected overspend due to increased maintenance costs within SPT properties.
- Based on confirmed annual costs for insurance.
- Projected outturn includes a property rates rebate for the Subway.
- Current position due to timing issues in respect of expenditure/budget phasing.
- Forecast saving due to prior investment in the bus fleet.
- The projected overspend is as a result of additional contract costs due to the extended Subway suspension and the provision of a bus service to the Queen Elizabeth Hospital. These additional costs are partially offset by the overall underspend position reported to the Operations Committee. In addition the costs of the Queen Elizabeth Hospital bus service are fully offset by funding received from GCC (see note 14). The net saving between Bus Operator Payments and Bus Operations income (see note 14) is principally due to the subsidised bus underspend.
- Projected underspend as a result of a savings in escalator maintenance, agency staff contracts, consultancy and legal fees. Current position due to timing issues in respect of expenditure/budget phasing.
- Contribution to support the planned programme of works on Subway infrastructure as works have been carried out faster than originally anticipated and it was possible to accelerate works during the Subway suspension.
- Overall Subway income is over recovered at P10, however ticketing income has still not returned to pre suspension levels. It is anticipated that the 2016-17 income budget will be achieved.
- Year to date over recovery due to funding received from Glasgow City Council for Queen Elizabeth Hospital bus service contracts (see note 10) and income from City of Edinburgh Council in relation to school contracts. These services are provided on a cost neutral basis.
- Current position due to close management of cash balances. However outturn remains unchanged due to potential negative impact to SPT's current rates from the recent interest rate change.
- Additional rental income due for the Gartcraig Road site following a recent rent review.



# Committee Report by Directorate - Cabinet

For Year 16/17 Period 10 ending 07-Jan-2017

## EXPENDITURE

### Employee Costs

Salaries  
Other Employee Costs

### Sub Total Employee Costs

### Supplies & Services

### Transport & Plant Costs

### TOTAL EXPENDITURE

### Net Total

	Year to Date			
	Actual	Budget	Variance	Variance %
Salaries	352,305	364,437	12,132	3%
Other Employee Costs	113,177	115,172	1,994	2%
<b>Sub Total Employee Costs</b>	<b>465,482</b>	<b>479,608</b>	<b>14,126</b>	<b>3%</b>
Supplies & Services	3,809	3,846	38	1%
Transport & Plant Costs	5,088	8,462	3,374	40%
<b>TOTAL EXPENDITURE</b>	<b>474,379</b>	<b>491,916</b>	<b>17,537</b>	<b>4%</b>
<b>Net Total</b>	<b>474,379</b>	<b>491,916</b>	<b>17,537</b>	<b>4%</b>

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
Salaries	458,768	473,768	15,000	3%
Other Employee Costs	147,223	149,723	2,500	2%
<b>Sub Total Employee Costs</b>	<b>605,991</b>	<b>623,491</b>	<b>17,500</b>	<b>3%</b>
Supplies & Services	5,000	5,000	-	0%
Transport & Plant Costs	11,000	11,000	-	0%
<b>TOTAL EXPENDITURE</b>	<b>621,991</b>	<b>639,491</b>	<b>17,500</b>	<b>3%</b>
<b>Net Total</b>	<b>621,991</b>	<b>639,491</b>	<b>17,500</b>	<b>3%</b>

Notes

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### Notes

1. Saving due to maternity leave and staff turnover.



# Committee Report by Directorate - Subway

For Year 16/17 Period 10 ending 07-Jan-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	5,728,093	5,946,835	218,743	4%	7,455,886	7,730,886	275,000	4%	1
Overtime	413,453	385,616	(27,838)	(7%)	536,300	501,300	(35,000)	(7%)	1
Other Employee Costs	1,667,614	1,726,698	59,084	3%	2,174,707	2,244,707	70,000	3%	1
<b>Sub Total Employee Costs</b>	<b>7,809,160</b>	<b>8,059,149</b>	<b>249,989</b>	<b>3%</b>	<b>10,166,893</b>	<b>10,476,893</b>	<b>310,000</b>	<b>3%</b>	
<b>Property Costs</b>									
Electricity	941,613	1,053,846	112,233	11%	1,295,000	1,370,000	75,000	5%	2
Property Insurance	398,908	461,539	62,631	14%	530,000	600,000	70,000	12%	3
Other Property Costs	1,051,885	1,258,687	206,801	16%	1,521,293	1,636,293	115,000	7%	4
<b>Sub Total Property Costs</b>	<b>2,392,406</b>	<b>2,774,071</b>	<b>381,666</b>	<b>14%</b>	<b>3,346,293</b>	<b>3,606,293</b>	<b>260,000</b>	<b>7%</b>	
<b>Supplies &amp; Services</b>	<b>1,473,353</b>	<b>1,680,867</b>	<b>207,514</b>	<b>12%</b>	<b>2,185,127</b>	<b>2,185,127</b>	<b>-</b>	<b>0%</b>	5
<b>Transport &amp; Plant Costs</b>	<b>15,118</b>	<b>15,385</b>	<b>267</b>	<b>2%</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Bus Operator Payments	485,269	292,308	(192,961)	(66%)	500,000	380,000	(120,000)	(32%)	6
Other Third Party Payments	2,232,946	2,540,996	308,050	12%	3,153,295	3,303,295	150,000	5%	7
<b>Sub Total Third Party Payments</b>	<b>2,718,215</b>	<b>2,833,304</b>	<b>115,089</b>	<b>4%</b>	<b>3,653,295</b>	<b>3,683,295</b>	<b>30,000</b>	<b>1%</b>	
<b>TOTAL EXPENDITURE</b>	<b>14,408,252</b>	<b>15,362,775</b>	<b>954,523</b>	<b>6%</b>	<b>19,371,608</b>	<b>19,971,608</b>	<b>600,000</b>	<b>3%</b>	
<b>INCOME</b>									
Subway Income	(12,338,374)	(12,233,403)	104,971	(1%)	(16,635,800)	(16,635,800)	-	0%	8
<b>TOTAL INCOME</b>	<b>(12,338,374)</b>	<b>(12,233,403)</b>	<b>104,971</b>	<b>(1%)</b>	<b>(16,635,800)</b>	<b>(16,635,800)</b>	<b>-</b>	<b>0%</b>	
<b>Net Total</b>	<b>2,069,878</b>	<b>3,129,373</b>	<b>1,059,495</b>	<b>34%</b>	<b>2,735,808</b>	<b>3,335,808</b>	<b>600,000</b>	<b>18%</b>	

**Notes**

1. Current position due to vacancies within the establishment.
2. Includes savings in traction current electricity costs during the Subway suspension.
3. Based on confirmed annual costs for insurance.
4. Projected outturn includes a property rates rebate for the Subway.
5. Current position due to under recovery in capitalised salaries and rail replacement activities offset by underspend in rolling stock and infrastructure stock issue expenditure.
6. Additional costs of replacement bus service due to extended Subway suspension.
7. Savings projected in infrastructure agency staff and escalator maintenance contracts.
8. Overall Subway income is over recovered at P10, however ticketing income has still not returned to pre suspension levels. It is anticipated that the 2016-17 income budget will be achieved.



# Committee Report by Directorate - Bus Operations

For Year 16/17 Period 10 ending 07-Jan-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	3,365,756	3,528,160	162,404	5%	4,361,608	4,586,608	225,000	5%	1
Overtime	176,478	138,846	(37,632)	(27%)	220,500	180,500	(40,000)	(22%)	2
Other Employee Costs	885,538	956,747	71,210	7%	1,163,772	1,243,772	80,000	6%	1
<b>Sub Total Employee Costs</b>	<b>4,427,773</b>	<b>4,623,754</b>	<b>195,981</b>	<b>4%</b>	<b>5,745,880</b>	<b>6,010,880</b>	<b>265,000</b>	<b>4%</b>	
<b>Property Costs</b>									
Electricity	132,690	121,539	(11,152)	(9%)	158,000	158,000	-	0%	3
Repairs and Maintenance	278,338	306,154	27,815	9%	398,000	398,000	-	0%	3
Other Property Costs	960,947	977,229	16,282	2%	1,270,397	1,270,397	-	0%	3
<b>Sub Total Property Costs</b>	<b>1,371,976</b>	<b>1,404,921</b>	<b>32,945</b>	<b>2%</b>	<b>1,826,397</b>	<b>1,826,397</b>	<b>-</b>	<b>0%</b>	
<b>Supplies &amp; Services</b>	<b>272,536</b>	<b>211,270</b>	<b>(61,266)</b>	<b>(29%)</b>	<b>324,650</b>	<b>274,650</b>	<b>(50,000)</b>	<b>(18%)</b>	<b>4</b>
<b>Transport &amp; Plant Costs</b>	<b>156,173</b>	<b>218,385</b>	<b>62,212</b>	<b>28%</b>	<b>233,900</b>	<b>283,900</b>	<b>50,000</b>	<b>18%</b>	<b>5</b>
<b>Third Party Payments</b>									
Bus Operator Payments	9,442,886	9,298,385	(144,502)	(2%)	12,287,900	12,087,900	(200,000)	(2%)	6
Communications	2,953	11,539	8,586	74%	15,000	15,000	-	0%	
Other Third Party Payments	24,682	63,846	39,164	61%	83,000	83,000	-	0%	3
<b>Sub Total Third Party Payments</b>	<b>9,470,521</b>	<b>9,373,769</b>	<b>(96,752)</b>	<b>(1%)</b>	<b>12,385,900</b>	<b>12,185,900</b>	<b>(200,000)</b>	<b>(2%)</b>	
<b>TOTAL EXPENDITURE</b>	<b>15,698,978</b>	<b>15,832,098</b>	<b>133,120</b>	<b>1%</b>	<b>20,516,728</b>	<b>20,581,728</b>	<b>65,000</b>	<b>0%</b>	
<b>INCOME</b>									
Bus Operations Income	(2,561,069)	(1,798,062)	763,008	(42%)	(3,187,480)	(2,337,480)	850,000	(36%)	7
Agency Fee Income - Councils	(330,375)	(344,802)	(14,427)	4%	(448,243)	(448,243)	-	0%	
<b>TOTAL INCOME</b>	<b>(2,891,445)</b>	<b>(2,142,864)</b>	<b>748,581</b>	<b>(35%)</b>	<b>(3,635,723)</b>	<b>(2,785,723)</b>	<b>850,000</b>	<b>(31%)</b>	
<b>Net Total</b>	<b>12,807,533</b>	<b>13,689,234</b>	<b>881,701</b>	<b>6%</b>	<b>16,881,004</b>	<b>17,796,004</b>	<b>915,000</b>	<b>5%</b>	

## Notes

1. Current position due to vacancies within the establishment.
2. Includes overtime to support replacement bus services during Subway suspension.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Includes costs associated with supporting Edinburgh school contracts which were fully offset by income received by City of Edinburgh Council (See note 7).
5. Forecast saving due to prior investment in the bus fleet.
6. The projected overspend is as a result of additional contract costs due to the extended Subway suspension and the provision of a bus service to the Queen Elizabeth Hospital. These additional costs are partially offset by the overall underspend position reported to the Operations Committee. In addition the costs of the Queen Elizabeth Hospital bus service are fully offset by funding received from GCC (see note 7). The net saving between Bus Operator Payments and Bus Operations income (see note 7) is principally due to the subsidised bus underspend.
7. Year to date over recovery due to funding received from Glasgow City Council for Queen Elizabeth Hospital bus service contracts (see note 6) and income from City of Edinburgh Council in relation to school contracts. These services are provided on a cost neutral basis.





# Committee Report by Directorate - Projects

For Year 16/17 Period 10 ending 07-Jan-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	1,025,394	1,155,186	129,792	11%	1,326,741	1,501,741	175,000	12%	1
Overtime	4,079	-	(4,079)		4,500	-	(4,500)		
Other Employee Costs	299,475	341,457	41,981	12%	393,894	443,894	50,000	11%	1
<b>Sub Total Employee Costs</b>	<b>1,328,948</b>	<b>1,496,642</b>	<b>167,694</b>	<b>11%</b>	<b>1,725,135</b>	<b>1,945,635</b>	<b>220,500</b>	<b>11%</b>	
<b>Supplies &amp; Services</b>	<b>(564,747)</b>	<b>(525,770)</b>	<b>38,977</b>	<b>(7%)</b>	<b>(723,502)</b>	<b>(683,502)</b>	<b>40,000</b>	<b>(6%)</b>	2
<b>Transport &amp; Plant Costs</b>	<b>1,741</b>	<b>5,769</b>	<b>4,028</b>	<b>70%</b>	<b>7,500</b>	<b>7,500</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Communications	1,373	11,539	10,166	88%	15,000	15,000	-	0%	3
Other Third Party Payments	(9,750)	19,231	28,981	151%	(10,000)	25,000	35,000	140%	4
<b>Sub Total Third Party Payments</b>	<b>(8,377)</b>	<b>30,769</b>	<b>39,147</b>	<b>127%</b>	<b>5,000</b>	<b>40,000</b>	<b>35,000</b>	<b>87%</b>	
<b>TOTAL EXPENDITURE</b>	<b>757,565</b>	<b>1,007,410</b>	<b>249,846</b>	<b>25%</b>	<b>1,014,134</b>	<b>1,309,634</b>	<b>295,500</b>	<b>23%</b>	
<b>Net Total</b>	<b>757,565</b>	<b>1,007,410</b>	<b>249,846</b>	<b>25%</b>	<b>1,014,134</b>	<b>1,309,634</b>	<b>295,500</b>	<b>23%</b>	

**Notes**

1. Current position due to vacancies within the establishment.
2. Due to increased capitalisation within Projects team.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. As a result of a change in secondment arrangements with Sustrans.



# Committee Report by Directorate - Health and Safety

For Year 16/17 Period 10 ending 07-Jan-2017

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>EXPENDITURE</b>								
<b>Employee Costs</b>								
Salaries	81,350	81,334	(16)	(0%)	105,734	105,734	-	0%
Other Employee Costs	24,066	23,842	(224)	(1%)	30,994	30,994	-	0%
<b>Sub Total Employee Costs</b>	<b>105,416</b>	<b>105,175</b>	<b>(240)</b>	<b>(0%)</b>	<b>136,728</b>	<b>136,728</b>	<b>-</b>	<b>0%</b>
<b>Supplies &amp; Services</b>	<b>216</b>	<b>462</b>	<b>246</b>	<b>53%</b>	<b>600</b>	<b>600</b>	<b>-</b>	<b>0%</b>
<b>Transport &amp; Plant Costs</b>	<b>-</b>	<b>154</b>	<b>154</b>	<b>100%</b>	<b>200</b>	<b>200</b>	<b>-</b>	<b>0%</b>
<b>TOTAL EXPENDITURE</b>	<b>105,632</b>	<b>105,791</b>	<b>159</b>	<b>0%</b>	<b>137,528</b>	<b>137,528</b>	<b>-</b>	<b>0%</b>
<b>Net Total</b>	<b>105,632</b>	<b>105,791</b>	<b>159</b>	<b>0%</b>	<b>137,528</b>	<b>137,528</b>	<b>-</b>	<b>0%</b>



# Committee Report by Directorate - Customer Standards

For Year 16/17 Period 10 ending 07-Jan-2017

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>EXPENDITURE</b>								
<b>Employee Costs</b>								
Salaries	315,609	317,789	2,180	1%	413,126	413,126	-	0%
Overtime	11,820	11,539	(281)	(2%)	15,000	15,000	-	0%
Other Employee Costs	94,038	94,604	565	1%	122,985	122,985	-	0%
<b>Sub Total Employee Costs</b>	<b>421,467</b>	<b>423,931</b>	<b>2,464</b>	<b>1%</b>	<b>551,111</b>	<b>551,111</b>	<b>-</b>	<b>0%</b>
<b>Property Costs</b>								
Other Property Costs	11,378	7,692	(3,686)	(48%)	10,000	10,000	-	0%
<b>Sub Total Property Costs</b>	<b>11,378</b>	<b>7,692</b>	<b>(3,686)</b>	<b>(48%)</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>
<b>Supplies &amp; Services</b>	<b>35,439</b>	<b>29,231</b>	<b>(6,208)</b>	<b>(21%)</b>	<b>38,000</b>	<b>38,000</b>	<b>-</b>	<b>0%</b>
<b>Transport &amp; Plant Costs</b>	<b>51</b>	<b>769</b>	<b>718</b>	<b>93%</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0%</b>
<b>Third Party Payments</b>								
Other Third Party Payments	2,209	3,846	1,638	43%	5,000	5,000	-	0%
<b>Sub Total Third Party Payments</b>	<b>2,209</b>	<b>3,846</b>	<b>1,638</b>	<b>43%</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0%</b>
<b>TOTAL EXPENDITURE</b>	<b>470,544</b>	<b>465,470</b>	<b>(5,075)</b>	<b>(1%)</b>	<b>605,111</b>	<b>605,111</b>	<b>-</b>	<b>0%</b>
<b>Net Total</b>	<b>470,544</b>	<b>465,470</b>	<b>(5,075)</b>	<b>(1%)</b>	<b>605,111</b>	<b>605,111</b>	<b>-</b>	<b>0%</b>



# Committee Report by Directorate - Finance & Human Resources

For Year 16/17 Period 10 ending 07-Jan-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	766,882	813,334	46,452	6%	1,012,334	1,057,334	45,000	4%	1
Other Employee Costs	227,819	231,295	3,476	2%	295,683	300,683	5,000	2%	1
<b>Sub Total Employee Costs</b>	<b>994,700</b>	<b>1,044,629</b>	<b>49,929</b>	<b>5%</b>	<b>1,308,018</b>	<b>1,358,018</b>	<b>50,000</b>	<b>4%</b>	
<b>Supplies &amp; Services</b>	<b>(38,475)</b>	<b>(41,149)</b>	<b>(2,674)</b>	<b>6%</b>	<b>(53,493)</b>	<b>(53,493)</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>1,295</b>	<b>769</b>	<b>(526)</b>	<b>(68%)</b>	<b>1,500</b>	<b>1,000</b>	<b>(500)</b>	<b>(50%)</b>	
<b>Third Party Payments</b>									
Other Third Party Payments	55,106	46,424	(8,682)	(19%)	60,351	60,351	-	0%	
<b>Sub Total Third Party Payments</b>	<b>55,106</b>	<b>46,424</b>	<b>(8,682)</b>	<b>(19%)</b>	<b>60,351</b>	<b>60,351</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>1,012,626</b>	<b>1,050,673</b>	<b>38,047</b>	<b>4%</b>	<b>1,316,375</b>	<b>1,365,875</b>	<b>49,500</b>	<b>4%</b>	
<b>Net Total</b>	<b>1,012,626</b>	<b>1,050,673</b>	<b>38,047</b>	<b>4%</b>	<b>1,316,375</b>	<b>1,365,875</b>	<b>49,500</b>	<b>4%</b>	

**Notes**

1. Current position due to vacancies within the establishment.



# Committee Report by Directorate - Digital

For Year 16/17 Period 10 ending 07-Jan-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	363,903	440,907	77,004	17%	468,180	573,180	105,000	18%	1
Overtime	2,224	1,539	(685)	(45%)	2,500	2,000	(500)	(25%)	1
Other Employee Costs	102,277	125,182	22,906	18%	132,737	162,737	30,000	18%	1
<b>Sub Total Employee Costs</b>	<b>468,404</b>	<b>567,628</b>	<b>99,224</b>	<b>17%</b>	<b>603,417</b>	<b>737,917</b>	<b>134,500</b>	<b>18%</b>	
<b>Supplies &amp; Services</b>	<b>2,530</b>	<b>1,539</b>	<b>(991)</b>	<b>(64%)</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>1,349</b>	<b>1,539</b>	<b>189</b>	<b>12%</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>472,283</b>	<b>570,705</b>	<b>98,423</b>	<b>17%</b>	<b>607,417</b>	<b>741,917</b>	<b>134,500</b>	<b>18%</b>	
<b>Net Total</b>	<b>472,283</b>	<b>570,705</b>	<b>98,423</b>	<b>17%</b>	<b>607,417</b>	<b>741,917</b>	<b>134,500</b>	<b>18%</b>	

**Notes**

1. Current position due to vacancies within the establishment and departmental restructure.



# Committee Report by Directorate - Communications

For Year 16/17 Period 10 ending 07-Jan-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	125,017	186,990	61,973	33%	168,087	243,087	75,000	31%	1
Other Employee Costs	37,214	49,453	12,239	25%	49,289	64,289	15,000	23%	1
<b>Sub Total Employee Costs</b>	<b>162,231</b>	<b>236,443</b>	<b>74,211</b>	<b>31%</b>	<b>217,376</b>	<b>307,376</b>	<b>90,000</b>	<b>29%</b>	
<b>Supplies &amp; Services</b>	<b>126</b>	<b>1,539</b>	<b>1,413</b>	<b>92%</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>41</b>	<b>3,077</b>	<b>3,036</b>	<b>99%</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Communications	62,104	146,923	84,819	58%	191,000	191,000	-	0%	2
Other Third Party Payments	154,528	123,077	(31,451)	(26%)	160,000	160,000	-	0%	2
<b>Sub Total Third Party Payments</b>	<b>216,631</b>	<b>270,000</b>	<b>53,369</b>	<b>20%</b>	<b>351,000</b>	<b>351,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>379,030</b>	<b>511,058</b>	<b>132,028</b>	<b>26%</b>	<b>574,375</b>	<b>664,375</b>	<b>90,000</b>	<b>14%</b>	
<b>Net Total</b>	<b>379,030</b>	<b>511,058</b>	<b>132,028</b>	<b>26%</b>	<b>574,375</b>	<b>664,375</b>	<b>90,000</b>	<b>14%</b>	

- Notes**
1. Current position due to vacancies within the establishment.
  2. Current position due to timing issues in respect of expenditure/budget phasing. Net communications expenditure is underspent at P10



# Committee Report by Directorate - Legal Services

For Year 16/17 Period 10 ending 07-Jan-2017

**EXPENDITURE**

**Employee Costs**

Salaries  
Other Employee Costs

**Sub Total Employee Costs**

**Supplies & Services**

**Transport & Plant Costs**

**TOTAL EXPENDITURE**

**Net Total**

**Notes**

1. Current position due to vacancies within the establishment.

	Year to Date			
	Actual	Budget	Variance	Variance %
Salaries	130,674	194,069	63,395	33%
Other Employee Costs	42,020	60,376	18,356	30%
<b>Sub Total Employee Costs</b>	<b>172,694</b>	<b>254,444</b>	<b>81,751</b>	<b>32%</b>
Supplies & Services	81	1,923	1,842	96%
Transport & Plant Costs	35	539	504	94%
<b>TOTAL EXPENDITURE</b>	<b>172,810</b>	<b>256,906</b>	<b>84,096</b>	<b>33%</b>
<b>Net Total</b>	<b>172,810</b>	<b>256,906</b>	<b>84,096</b>	<b>33%</b>

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
Salaries	167,289	252,289	85,000	34%
Other Employee Costs	58,489	78,489	20,000	25%
<b>Sub Total Employee Costs</b>	<b>225,778</b>	<b>330,778</b>	<b>105,000</b>	<b>32%</b>
Supplies & Services	2,500	2,500	-	0%
Transport & Plant Costs	700	700	-	0%
<b>TOTAL EXPENDITURE</b>	<b>228,978</b>	<b>333,978</b>	<b>105,000</b>	<b>31%</b>
<b>Net Total</b>	<b>228,978</b>	<b>333,978</b>	<b>105,000</b>	<b>31%</b>

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# Committee Report by Directorate - Business Support

For Year 16/17 Period 10 ending 07-Jan-2017

**EXPENDITURE**

**Employee Costs**

Salaries  
Other Employee Costs

**Sub Total Employee Costs**

**Supplies & Services**

**Transport & Plant Costs**

**TOTAL EXPENDITURE**

**Net Total**

	Year to Date			
	Actual	Budget	Variance	Variance %
Salaries	162,755	176,582	13,827	8%
Other Employee Costs	44,701	48,295	3,594	7%
<b>Sub Total Employee Costs</b>	<b>207,456</b>	<b>224,877</b>	<b>17,421</b>	<b>8%</b>
Supplies & Services	1,653	4,615	2,962	64%
Transport & Plant Costs	295	385	90	23%
<b>TOTAL EXPENDITURE</b>	<b>209,405</b>	<b>229,877</b>	<b>20,472</b>	<b>9%</b>
<b>Net Total</b>	<b>209,405</b>	<b>229,877</b>	<b>20,472</b>	<b>9%</b>

	Annual Budget			
	Projected Outturn	Annual Budget	Variance	Variance %
Salaries	212,057	229,557	17,500	8%
Other Employee Costs	57,784	62,784	5,000	8%
<b>Sub Total Employee Costs</b>	<b>269,840</b>	<b>292,340</b>	<b>22,500</b>	<b>8%</b>
Supplies & Services	6,000	6,000	-	0%
Transport & Plant Costs	500	500	-	0%
<b>TOTAL EXPENDITURE</b>	<b>276,340</b>	<b>298,840</b>	<b>22,500</b>	<b>8%</b>
<b>Net Total</b>	<b>276,340</b>	<b>298,840</b>	<b>22,500</b>	<b>8%</b>

Notes

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**Notes**

1. Current position due to vacancies within the establishment.





# Committee Report by Directorate - Elected Members

For Year 16/17 Period 10 ending 07-Jan-2017

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
Supplies & Services	27,547	46,869	19,323	41%	50,930	60,930	10,000	16%	1
Transport & Plant Costs	962	5,385	4,423	82%	7,000	7,000	-	0%	
<b>Third Party Payments</b>									
Other Third Party Payments	3,200	9,231	6,031	65%	12,000	12,000	-	0%	
<b>Sub Total Third Party Payments</b>	3,200	9,231	6,031	65%	12,000	12,000	-	0%	
<b>TOTAL EXPENDITURE</b>	<b>31,709</b>	<b>61,485</b>	<b>29,776</b>	<b>48%</b>	<b>69,930</b>	<b>79,930</b>	<b>10,000</b>	<b>13%</b>	
<b>Net Total</b>	<b>31,709</b>	<b>61,485</b>	<b>29,776</b>	<b>48%</b>	<b>69,930</b>	<b>79,930</b>	<b>10,000</b>	<b>13%</b>	

**Notes**

1. Based on the current responsibility allowance rates.



# Committee Report by Directorate - Corporate

For Year 16/17 Period 10 ending 07-Jan-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	130,159	215,012	84,853	39%	179,515	279,515	100,000	36%	1
Other Employee Costs	468,629	235,907	(232,722)	(99%)	1,281,679	306,679	(975,000)	(318%)	2
<b>Sub Total Employee Costs</b>	<b>598,788</b>	<b>450,919</b>	<b>(147,869)</b>	<b>(33%)</b>	<b>1,461,195</b>	<b>586,195</b>	<b>(875,000)</b>	<b>(149%)</b>	
<b>Property Costs</b>									
Electricity	14,104	61,846	47,743	77%	35,400	80,400	45,000	56%	3
Repairs and Maintenance	97,246	70,327	(26,919)	(38%)	116,425	91,425	(25,000)	(27%)	4
Other Property Costs	332,384	307,815	(24,569)	(8%)	400,160	400,160	-	0%	
<b>Sub Total Property Costs</b>	<b>443,733</b>	<b>439,989</b>	<b>(3,745)</b>	<b>(1%)</b>	<b>551,985</b>	<b>571,985</b>	<b>20,000</b>	<b>3%</b>	
<b>Supplies &amp; Services</b>	<b>334,724</b>	<b>403,846</b>	<b>69,123</b>	<b>17%</b>	<b>525,000</b>	<b>525,000</b>	<b>-</b>	<b>0%</b>	5
<b>Third Party Payments</b>									
Bus Operator Payments	-	115,385	115,385	100%	-	150,000	150,000	100%	6
Other Third Party Payments	707,510	962,308	254,798	26%	1,151,000	1,251,000	100,000	8%	7
<b>Sub Total Third Party Payments</b>	<b>707,510</b>	<b>1,077,692</b>	<b>370,182</b>	<b>34%</b>	<b>1,151,000</b>	<b>1,401,000</b>	<b>250,000</b>	<b>18%</b>	
<b>Financing Costs</b>									
Contribution to Subway Fund / Subway Infrastructure	6,386,923	6,386,923	0	0%	10,037,500	8,303,000	(1,734,500)	(21%)	8
Contribution to Capital Funded from Revenue	1,384,615	1,384,615	0	0%	1,800,000	1,800,000	-	0%	
<b>Sub Total Financing Costs</b>	<b>7,771,538</b>	<b>7,771,539</b>	<b>0</b>	<b>0%</b>	<b>11,837,500</b>	<b>10,103,000</b>	<b>(1,734,500)</b>	<b>(17%)</b>	
<b>TOTAL EXPENDITURE</b>	<b>9,856,294</b>	<b>10,143,985</b>	<b>287,691</b>	<b>3%</b>	<b>15,526,680</b>	<b>13,187,180</b>	<b>(2,339,500)</b>	<b>(18%)</b>	
<b>INCOME</b>									
Agency Fee Income - Councils	(769,231)	(769,231)	(0)	0%	(1,000,000)	(1,000,000)	-	0%	
Interest Received	(519,894)	(461,539)	58,355	(13%)	(600,000)	(600,000)	-	0%	9
Other Income	(475,321)	(367,439)	107,882	(29%)	(577,670)	(477,670)	100,000	(21%)	10
<b>TOTAL INCOME</b>	<b>(1,764,445)</b>	<b>(1,598,208)</b>	<b>166,237</b>	<b>(10%)</b>	<b>(2,177,670)</b>	<b>(2,077,670)</b>	<b>100,000</b>	<b>(5%)</b>	
<b>Net Total</b>	<b>8,091,848</b>	<b>8,545,777</b>	<b>453,929</b>	<b>5%</b>	<b>13,349,010</b>	<b>11,109,510</b>	<b>(2,239,500)</b>	<b>(20%)</b>	

## Notes

1. Current position due to consolidation of the business development team within the new Digital department, which is partially offset with the reallocation of displaced staff.
2. The corporate employee costs budget includes a reduction in respect of staff turnover and an allowance for severance costs.
3. Savings in head office electricity costs as a result of the move from Consort House to 131 St Vincent Street.
4. Projected overspend due to increased maintenance costs within SPT properties.
5. Current position due to timing issues in respect of expenditure/budget phasing.
6. It is not anticipated that this budget will be required based on the current underspend in subsidised bus services reported to the Operations Committee.
7. Based on projected savings in legal and consultancy fees.
8. Contribution to support the planned programme of works on Subway infrastructure as works have been carried out faster than originally anticipated and it was possible to accelerate works during the Subway suspension.
9. Current position due to close management of cash balances. However outturn remains unchanged due to potential negative impact to SPT's current rates from the recent interest rate change.
10. Additional rental income due for the Gartcraig Road site following a recent rent review.