



## Revenue Monitoring Report as at Period 7, ending 15 October 2022 and updated Financial Forecast for Financial Year 2022/2023

**Committee** Strategy & Programmes

**Date of meeting** 25 November 2022

**Date of report** 4 November 2022

### Report by Director of Finance & Corporate Support

#### 1. Object of report

To advise members of the net revenue position as at the end of Period 7, 15 October 2022 and to provide an updated financial forecast for the current financial year, stating the assumptions made regarding income and expenditure levels.

#### 2. Background

The Partnership approved a balanced budget at its meeting of 18 March 2022. This balanced budget provided for a net revenue budget of £36.281m, funded by local authority requisitions (£35.632m) and Transport Scotland revenue support grant (£0.650m) [https://www.spt.co.uk/media/vpqhlxyv/p180322\\_agenda7.pdf](https://www.spt.co.uk/media/vpqhlxyv/p180322_agenda7.pdf).

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 to ensure the provision of an achievable balanced budget for 2022/2023. This was based on the best information available on customer behaviours, patronage recovery, support to public transport and inflationary cost pressures.

Regular reports have been presented to committee outlining the ongoing financial and organisational pressures arising from the pandemic, including government restrictions and messaging of essential travel only in certain periods over the last two years.

In the last year, new financial pressures have come to the forefront, including the rapid increase in inflation, significant increases in gas and electricity prices and potential cuts in public services and funding, all of which could potentially have material impacts on internal and external costs in the current and future financial years.

#### 3. Current Position

Since the beginning of the financial year there has been very positive signs of recovery in terms of Subway patronage with passenger numbers increasing gradually during the course of the financial year, with the current average of just above 90% of pre-Covid levels. There is, naturally, some variability in this percentage between days with the highest daily passenger numbers occurring in and around the weekend when more social/leisure related journeys occur.

Although this is a very strong recovery compared to other public transport modes, this reduction in income still presents a challenging financial gap to be addressed beyond 2022/2023. It is hoped that public behaviours and public transport usage recovers further as people adapt to changed circumstances in terms of routines, both work and leisure related.

At this stage in 2022/2023, there is relative 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:

- The agreed pay award will impact on the overall budget position. The COSLA agreement equates to a £2,000 increase for staff earning under £39,000 and 5% for employees earning over £39,000 up to a maximum of £3,000. Also included in the pay award is an additional day's annual leave for all employees. This will add significant costs to SPT's staff costs for 2022/2023 (and beyond). SPT budgeted for a pay award of 3% for employees in the 2022/2023 budget and this increase will add an estimated £0.48m, which is reflected in the year-end forecast. At this stage, savings as a result of vacant posts in the establishment have assisted in offsetting these projected additional costs and a positive variance of £0.340m is currently forecast.
- In the coming months (and likely years), the impact of high inflation and the anticipated unit price increases in utilities will have a negative impact on SPT budgets. SPT is shielded to some part 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, this will not fully protect SPT from rising energy prices in 2022/23. At this stage, the projection for property related costs remains in line with budget, largely in part due to the fact that the electricity budget was increased by 14% in comparison with 2021/2022.
- An underspend on bus operator payments of £0.371m was reported in the financial implications report which was tabled at the recent Operations Committee on 4 November 2022. 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 in commercial services commonly received at short notice. This includes the impact of current driver shortages that operators are experiencing which is impacting on service delivery, removal of network (Covid) support grant to operators in October and other inflationary pressures on operators including increased fuel prices.

Given this, the projection for the financial year remains in line with the approved budget at this stage. For context, projected costs for supported bus services has increased by just over £1m in comparison with 2021/2022. Members are advised that the financial constraints upon SPT, which will limit its ability to react positively to any significant market changes following the withdrawal of support to bus operators, has been highlighted formally to Transport Scotland, with a further request to consider funding regional transport partnerships to be able to respond. This request has been declined. However, highlighting the potential outcomes and risks has contributed to the establishment of the Scottish Bus Taskforce.

- Reduced expenditure in rolling stock supplies and services, general supplies and training costs is reflected in the positive variance of £0.156m 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.
- The projected positive variance of £0.940m shown under other third party payments relates to savings anticipated in maintenance contracts and consultancy costs. The budget also included provision for potential additional costs to SPT due to increased inflation, fuel prices and potential changes in the bus market. However, the full provision is unlikely to be required in the current financial year.
- Subway income in the year to date has seen better than planned recovery relative to the baseline of 2021/2022, with a positive variance to date. Subway patronage and income varies significantly through the year, with August to October traditionally significant months due to the return of higher education and university students. Passenger numbers and income has exceeded budget expectations in recent months and it is clear if passenger number stay at around 90% of pre Covid levels then a positive variance will be achieved.

At this stage, based on an over recovery of income of £2.177m, as at P7 a positive variance in Subway income of £3m has been projected for 2022/2023. 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 with the risk of a reduction in leisure related events and travel, which have contributed significantly to the current recovery.

- At this stage, there has not been any significant impact to Subway income in 2022/2023 as a result of the implementation of the Young Persons' Free Bus Travel Scheme although this may change as more cards are issued. In the meantime, SPT will continue to seek support from the Scottish Government for a mechanism for providing related financial support to SPT.
- Bus station income is performing well in relation to budget. Additional income of £0.212m has been achieved up to P7 and includes income related to departure charges, left luggage and toilet facilities. The positive variance projected at year end only reflects additional income achieved to P7 as it is unclear as we approach the winter period if this is a sustainable trend especially given the removal of support to bus operators from Transport Scotland in October. This may result in bus operators reducing the frequency of bus services or cutting them completely which would have a negative impact on bus station income.
- Interest received is forecast to exceed budget by £1.2m in 2022/2023. This is a result of increased interest rates, due to knock on effect of recent increases to UK base rates, which are expected to rise further during the course of the year. Cash balances will continue to be managed in line with SPT's treasury management strategy.

The overall position is a forecast year end underspend of £5.956m. This is mainly as a result of close management of all expenditure lines and positive movements in Subway income and interest received. It is important to note that when setting the budget for 2022/2023 in light of the reduced income forecast (compared to pre-pandemic budgets) and no support for the Scottish Government via Covid Support Grant, SPT required to

significantly reduce budgets including the contribution to the Subway Fund which was reduced to zero in 2022/2023. This was a reduction of £5.2m against the prior year indicative budget.

Given the uncertainties that still exist around public transport provision, 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. Also, the cost of living crisis may impact on Subway patronage which will be closely monitored in the coming months. All of these factors will continue into 2023/2024 and future financial years and may impact on all areas of SPT budgets including employee costs, utilities costs, contract costs, bus contracts and potentially Subway and bus station income.

The projected positive variance reported will be assessed at year end and any underspend will be transferred to reserves for use in future financial years. The final year end underspend will be split across reserves on the basis of which expenditure areas are likely to have the most significant movements in terms of additional costs which may need support from SPT reserves to achieve a balanced budget in future financial years.

#### 4. Committee action

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

- (i) the forecast outturn at this stage;
- (ii) that significant uncertainties remain in relation to the year end projection; and
- (iii) the projected positive variance reported will be assessed at year end and any underspend will be transferred to reserves to support future financial years.

#### 5. Consequences

Policy consequences	<i>None.</i>
Legal consequences	<i>All legislation and regulations are adhered to.</i>
Financial consequences	<i>As detailed in the report.</i>
Personnel consequences	<i>As detailed in the report.</i>
Equalities consequences	<i>None directly.</i>
Risk consequences	<i>As detailed in the report.</i>
Climate Change, Adaptation & Carbon consequences	<i>None directly.</i>

**Name** Neil Wylie  
**Title** **Director of Finance & Corporate Support**

**Name** Valerie Davidson  
**Title** **Chief Executive**

For further information, please contact Stuart Paul, Chief Accountant, on 0141 333 3382.



# Committee Report by Division

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>Chief Executive</b>								
Policy & Strategy	239,510	281,110	41,600	15%	478,299	518,299	40,000	8%
Chief Executive Unit	424,931	425,743	811	0%	793,434	784,934	(8,500)	(1%)
<b>Total Chief Executive</b>	664,441	706,852	42,411	6%	1,271,734	1,303,234	31,500	2%
<b>Operations</b>								
Subway	2,394,249	5,661,976	3,267,728	58%	6,881,210	10,506,210	3,625,000	35%
Bus Operations	8,530,049	9,070,548	540,499	6%	16,534,102	16,819,102	285,000	2%
Projects	228,975	191,627	(37,348)	(19%)	399,074	349,074	(50,000)	(14%)
Health and Safety	87,799	96,470	8,671	9%	167,842	177,842	10,000	6%
Customer Standards	301,232	314,704	13,472	4%	590,521	580,521	(10,000)	(2%)
<b>Total Operations</b>	11,542,304	15,335,326	3,793,022	25%	24,572,748	28,432,748	3,860,000	14%
<b>Business Support</b>								
Finance	636,108	705,886	69,778	10%	1,266,490	1,301,490	35,000	3%
Digital	570,975	660,403	89,429	14%	1,168,470	1,217,470	49,000	4%
Human Resources	159,785	150,183	(9,601)	(6%)	296,905	276,905	(20,000)	(7%)
Elected Members	27,951	29,962	2,010	7%	55,643	55,643	-	0%
Contact Centre	129,668	130,161	492	0%	238,247	238,247	-	0%
Corporate	151,646	1,861,648	1,710,002	92%	1,455,369	3,455,369	2,000,000	58%
<b>Total Business Support</b>	1,676,132	3,538,243	1,862,111	53%	4,481,124	6,545,124	2,064,000	32%
<b>Net Total</b>	<b>13,882,877</b>	<b>19,580,421</b>	<b>5,697,544</b>	<b>29%</b>	<b>30,325,606</b>	<b>36,281,106</b>	<b>5,955,500</b>	<b>16%</b>



## Revenue Monitoring Report

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	9,160,217	9,499,139	338,922	4%	17,261,040	17,511,040	250,000	1%	1
Overtime	356,777	333,638	(23,139)	(7%)	635,040	615,040	(20,000)	(3%)	2
Other Employee Costs	3,047,768	3,200,673	152,905	5%	5,794,660	5,904,660	110,000	2%	1
<b>Sub Total Employee Costs</b>	<b>12,564,762</b>	<b>13,033,451</b>	<b>468,689</b>	<b>4%</b>	<b>23,690,739</b>	<b>24,030,739</b>	<b>340,000</b>	<b>1%</b>	
<b>Property Costs</b>									
Electricity	1,092,259	1,183,775	91,515	8%	2,198,439	2,198,439	-	0%	
Repairs and Maintenance	101,756	233,154	131,397	56%	383,000	433,000	50,000	12%	3
Property Insurance	208,009	205,154	(2,856)	(1%)	381,000	381,000	-	0%	
Other Property Costs	1,921,832	1,999,765	77,933	4%	3,663,849	3,713,849	50,000	1%	4
<b>Sub Total Property Costs</b>	<b>3,323,857</b>	<b>3,621,847</b>	<b>297,990</b>	<b>8%</b>	<b>6,626,288</b>	<b>6,726,288</b>	<b>100,000</b>	<b>1%</b>	
<b>Supplies &amp; Services</b>	<b>696,067</b>	<b>1,121,297</b>	<b>425,230</b>	<b>38%</b>	<b>1,926,908</b>	<b>2,082,408</b>	<b>155,500</b>	<b>7%</b>	<b>5</b>
<b>Transport &amp; Plant Costs</b>	<b>68,814</b>	<b>73,527</b>	<b>4,713</b>	<b>6%</b>	<b>131,550</b>	<b>136,550</b>	<b>5,000</b>	<b>4%</b>	
<b>Third Party Payments</b>									
Bus Operator Payments	7,038,589	7,194,782	156,193	2%	13,361,737	13,361,737	-	0%	6
Communications	150,263	198,692	48,429	24%	369,000	369,000	-	0%	7
Other Third Party Payments	3,587,610	5,111,276	1,523,666	30%	8,552,371	9,492,371	940,000	10%	8
<b>Sub Total Third Party Payments</b>	<b>10,776,462</b>	<b>12,504,750</b>	<b>1,728,288</b>	<b>14%</b>	<b>22,283,108</b>	<b>23,223,108</b>	<b>940,000</b>	<b>4%</b>	
<b>TOTAL EXPENDITURE</b>	<b>27,429,962</b>	<b>30,354,872</b>	<b>2,924,910</b>	<b>10%</b>	<b>54,658,593</b>	<b>56,199,093</b>	<b>1,540,500</b>	<b>3%</b>	
<b>INCOME</b>									
Subway Income	(10,060,240)	(7,883,221)	2,177,019	(28%)	(17,548,560)	(14,548,560)	3,000,000	(21%)	9
Bus Operations Income	(1,390,246)	(1,178,736)	211,511	(18%)	(2,404,081)	(2,189,081)	215,000	(10%)	10
Agency Fee Income - Councils	(804,586)	(801,417)	3,169	(0%)	(1,488,347)	(1,488,347)	-	0%	
Interest Received	(1,054,933)	(700,000)	354,933	(51%)	(2,500,000)	(1,300,000)	1,200,000	(92%)	11
Other Income	(237,080)	(211,077)	26,003	(12%)	(392,000)	(392,000)	-	0%	
<b>TOTAL INCOME</b>	<b>(13,547,085)</b>	<b>(10,774,451)</b>	<b>2,772,634</b>	<b>(26%)</b>	<b>(24,332,987)</b>	<b>(19,917,987)</b>	<b>4,415,000</b>	<b>(22%)</b>	
<b>Net Total</b>	<b>13,882,877</b>	<b>19,580,421</b>	<b>5,697,544</b>	<b>29%</b>	<b>30,325,606</b>	<b>36,281,106</b>	<b>5,955,500</b>	<b>16%</b>	

### Notes

- Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.
- Increased overtime due to additional short term resources required to support Bus Operations activities.
- Outturn adjusted for projected savings in repairs and maintenance costs at bus stations.
- Outturn adjusted for projected savings in security and repairs and maintenance.
- Outturn adjusted for projected savings in rolling stock, infrastructure and general supplies and services.
- In line with the Financial Implications paper at the recent Operations Committee it is likely that this budget will be under pressure given the current issues facing bus operators and the market in general.
- Current position due to timing issues in respect of expenditure/budget phasing.
- Outturn adjusted for projected savings in maintenance contracts and consultancy fees. Also Budget includes provision for potential additional costs to SPT due to increased inflation, fuel prices and potential changes in the bus market. However full provision unlikely to be required.
- Income generated from Subway ticket sales is exceeding budget projections in the first 7 periods of the financial year. It is unclear if this trend will be fully sustainable as we approach the winter months and therefore the outturn has not been projected fully until year end.
- Departure charge income and other bus station facilities income performing well against budget. It is unclear if this trend will be sustainable as we approach the winter period and therefore outturn change reflects additional income achieved to date only at this stage.
- Increased income anticipated due to current rates and cash balances.



# Committee Report by Directorate - Policy & Strategy

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	179,933	208,740	28,807	14%	354,798	384,798	30,000	8%	1
Other Employee Costs	56,896	65,639	8,743	13%	111,001	121,001	10,000	8%	1
<b>Sub Total Employee Costs</b>	<b>236,829</b>	<b>274,379</b>	<b>37,550</b>	<b>14%</b>	<b>465,799</b>	<b>505,799</b>	<b>40,000</b>	<b>8%</b>	
<b>Supplies &amp; Services</b>	-	538	538	100%	1,000	1,000	-	0%	
<b>Transport &amp; Plant Costs</b>	44	808	764	95%	1,500	1,500	-	0%	
<b>Third Party Payments</b>									
Communications	2,637	5,385	2,748	51%	10,000	10,000	-	0%	
<b>Sub Total Third Party Payments</b>	<b>2,637</b>	<b>5,385</b>	<b>2,748</b>	<b>51%</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>239,510</b>	<b>281,110</b>	<b>41,600</b>	<b>15%</b>	<b>478,299</b>	<b>518,299</b>	<b>40,000</b>	<b>8%</b>	
<b>Net Total</b>	<b>239,510</b>	<b>281,110</b>	<b>41,600</b>	<b>15%</b>	<b>478,299</b>	<b>518,299</b>	<b>40,000</b>	<b>8%</b>	

## Notes

1. Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.





## Committee Report by Directorate - Chief Executive Unit

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	321,776	316,170	(5,606)	(2%)	592,839	582,839	(10,000)	(2%)	1
Other Employee Costs	102,486	103,461	975	1%	195,746	190,746	(5,000)	(3%)	1
<b>Sub Total Employee Costs</b>	<b>424,262</b>	<b>419,631</b>	<b>(4,631)</b>	<b>(1%)</b>	<b>788,584</b>	<b>773,584</b>	<b>(15,000)</b>	<b>(2%)</b>	
<b>Supplies &amp; Services</b>	<b>209</b>	<b>3,769</b>	<b>3,561</b>	<b>94%</b>	<b>3,000</b>	<b>7,000</b>	<b>4,000</b>	<b>57%</b>	2
<b>Transport &amp; Plant Costs</b>	<b>460</b>	<b>2,342</b>	<b>1,882</b>	<b>80%</b>	<b>1,850</b>	<b>4,350</b>	<b>2,500</b>	<b>57%</b>	2
<b>TOTAL EXPENDITURE</b>	<b>424,931</b>	<b>425,743</b>	<b>811</b>	<b>0%</b>	<b>793,434</b>	<b>784,934</b>	<b>(8,500)</b>	<b>(1%)</b>	
<b>Net Total</b>	<b>424,931</b>	<b>425,743</b>	<b>811</b>	<b>0%</b>	<b>793,434</b>	<b>784,934</b>	<b>(8,500)</b>	<b>(1%)</b>	3

### Notes

1. Incorporates the impact of the proposed pay award.
2. Outturn adjusted for savings generated in the financial year to date and includes projection until year end.
3. Chief Executive's Unit contains the Cabinet, Business Support and Legal sections.



## Committee Report by Directorate - Subway

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	5,207,615	5,378,543	170,928	3%	9,764,991	9,914,991	150,000	2%	1
Overtime	299,429	306,515	7,085	2%	565,040	565,040	-	0%	2
Other Employee Costs	1,579,166	1,653,180	74,014	4%	2,972,528	3,047,528	75,000	2%	1
<b>Sub Total Employee Costs</b>	<b>7,086,210</b>	<b>7,338,237</b>	<b>252,028</b>	<b>3%</b>	<b>13,302,559</b>	<b>13,527,559</b>	<b>225,000</b>	<b>2%</b>	
<b>Property Costs</b>									
Electricity	958,001	1,002,666	44,666	4%	1,862,095	1,862,095	-	0%	2
Property Insurance	203,846	188,462	(15,384)	(8%)	350,000	350,000	-	0%	2
Other Property Costs	1,038,174	1,150,875	112,702	10%	2,087,340	2,137,340	50,000	2%	3
<b>Sub Total Property Costs</b>	<b>2,200,020</b>	<b>2,342,003</b>	<b>141,983</b>	<b>6%</b>	<b>4,299,435</b>	<b>4,349,435</b>	<b>50,000</b>	<b>1%</b>	
<b>Supplies &amp; Services</b>	<b>709,270</b>	<b>1,028,731</b>	<b>319,461</b>	<b>31%</b>	<b>1,760,501</b>	<b>1,910,501</b>	<b>150,000</b>	<b>8%</b>	<b>4</b>
<b>Transport &amp; Plant Costs</b>	<b>1,718</b>	<b>9,154</b>	<b>7,436</b>	<b>81%</b>	<b>17,000</b>	<b>17,000</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Bus Operator Payments	12,500	13,677	1,177	9%	25,400	25,400	-	0%	
Other Third Party Payments	2,444,771	2,813,394	368,623	13%	5,024,875	5,224,875	200,000	4%	5
<b>Sub Total Third Party Payments</b>	<b>2,457,271</b>	<b>2,827,071</b>	<b>369,800</b>	<b>13%</b>	<b>5,050,275</b>	<b>5,250,275</b>	<b>200,000</b>	<b>4%</b>	
<b>TOTAL EXPENDITURE</b>	<b>12,454,488</b>	<b>13,545,197</b>	<b>1,090,709</b>	<b>8%</b>	<b>24,429,769</b>	<b>25,054,769</b>	<b>625,000</b>	<b>2%</b>	
<b>INCOME</b>									
Subway Income	(10,060,240)	(7,883,221)	2,177,019	(28%)	(17,548,560)	(14,548,560)	3,000,000	(21%)	6
<b>TOTAL INCOME</b>	<b>(10,060,240)</b>	<b>(7,883,221)</b>	<b>2,177,019</b>	<b>(28%)</b>	<b>(17,548,560)</b>	<b>(14,548,560)</b>	<b>3,000,000</b>	<b>(21%)</b>	
<b>Net Total</b>	<b>2,394,249</b>	<b>5,661,976</b>	<b>3,267,728</b>	<b>58%</b>	<b>6,881,210</b>	<b>10,506,210</b>	<b>3,625,000</b>	<b>35%</b>	

### Notes

1. Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.
2. Current position due to timing issues in respect of expenditure/budget phasing.
3. Outturn adjusted for projected savings in security and repairs and maintenance.
4. Outturn adjusted for projected savings in rolling stock and infrastructure supplies and services.
5. Outturn adjusted for projected savings in maintenance contracts and consultancy fees.
6. Income generated from Subway ticket sales is exceeding budget projections in the first 7 periods of the financial year. It is unclear if this trend will be fully sustainable as we approach the winter months and therefore the outturn has not been projected fully until year end.



## Committee Report by Directorate - Bus Operations

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	1,422,551	1,454,423	31,873	2%	2,651,134	2,681,134	30,000	1%	1
Overtime	50,660	18,715	(31,945)	(171%)	54,500	34,500	(20,000)	(58%)	2
Other Employee Costs	427,258	438,230	10,972	3%	797,849	807,849	10,000	1%	1
<b>Sub Total Employee Costs</b>	<b>1,900,468</b>	<b>1,911,369</b>	<b>10,900</b>	<b>1%</b>	<b>3,503,483</b>	<b>3,523,483</b>	<b>20,000</b>	<b>1%</b>	
<b>Property Costs</b>									
Electricity	104,377	134,397	30,019	22%	249,594	249,594	-	0%	3
Repairs and Maintenance	87,451	219,692	132,242	60%	358,000	408,000	50,000	12%	4
Property Insurance	2,142	10,231	8,089	79%	19,000	19,000	-	0%	
Other Property Costs	668,155	674,514	6,359	1%	1,252,669	1,252,669	-	0%	
<b>Sub Total Property Costs</b>	<b>862,125</b>	<b>1,038,834</b>	<b>176,710</b>	<b>17%</b>	<b>1,879,263</b>	<b>1,929,263</b>	<b>50,000</b>	<b>3%</b>	
<b>Supplies &amp; Services</b>	<b>2,038</b>	<b>25,846</b>	<b>23,808</b>	<b>92%</b>	<b>48,000</b>	<b>48,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>64,538</b>	<b>52,823</b>	<b>(11,715)</b>	<b>(22%)</b>	<b>98,100</b>	<b>98,100</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Bus Operator Payments	7,026,089	7,181,105	155,016	2%	13,336,337	13,336,337	-	0%	5
Communications	-	2,154	2,154	100%	4,000	4,000	-	0%	
Other Third Party Payments	158,121	136,769	(21,352)	(16%)	254,000	254,000	-	0%	3
<b>Sub Total Third Party Payments</b>	<b>7,184,210</b>	<b>7,320,028</b>	<b>135,818</b>	<b>2%</b>	<b>13,594,337</b>	<b>13,594,337</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>10,013,379</b>	<b>10,348,899</b>	<b>335,520</b>	<b>3%</b>	<b>19,123,182</b>	<b>19,193,182</b>	<b>70,000</b>	<b>0%</b>	
<b>INCOME</b>									
Bus Operations Income	(1,390,246)	(1,178,736)	211,511	(18%)	(2,404,081)	(2,189,081)	215,000	(10%)	6
Agency Fee Income - Councils	(93,083)	(99,615)	(6,532)	7%	(185,000)	(185,000)	-	0%	
<b>TOTAL INCOME</b>	<b>(1,483,330)</b>	<b>(1,278,351)</b>	<b>204,979</b>	<b>(16%)</b>	<b>(2,589,081)</b>	<b>(2,374,081)</b>	<b>215,000</b>	<b>(9%)</b>	
<b>Net Total</b>	<b>8,530,049</b>	<b>9,070,548</b>	<b>540,499</b>	<b>6%</b>	<b>16,534,102</b>	<b>16,819,102</b>	<b>285,000</b>	<b>2%</b>	

### Notes

1. Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.
2. Increased overtime due to additional short term resources required to support Bus Operations activities.
3. Current position due to timing issues in respect of expenditure/budget phasing.
4. Outturn adjusted for projected savings in repairs and maintenance costs at bus stations.
5. In line with the Financial Implications paper at the recent Operations Committee it is likely that this budget will be under pressure given the current issues facing bus operators and the market in general.
6. Departure charge income and other bus station facilities income performing well against budget. It is unclear if this trend will be sustainable as we approach the winter period and therefore outturn change reflects additional income achieved to date only at this stage.



# Committee Report by Directorate - Projects

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Note
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	367,712	375,246	7,534	2%	691,742	691,742	-	0%	1
Other Employee Costs	110,210	121,115	10,905	9%	223,267	223,267	-	0%	1
<b>Sub Total Employee Costs</b>	<b>477,922</b>	<b>496,361</b>	<b>18,439</b>	<b>4%</b>	<b>915,009</b>	<b>915,009</b>	<b>-</b>	<b>0%</b>	
<b>Supplies &amp; Services</b>	<b>(250,365)</b>	<b>(307,426)</b>	<b>(57,061)</b>	<b>19%</b>	<b>(520,935)</b>	<b>(570,935)</b>	<b>(50,000)</b>	<b>9%</b>	2
<b>Transport &amp; Plant Costs</b>	<b>1,418</b>	<b>2,692</b>	<b>1,274</b>	<b>47%</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>228,975</b>	<b>191,627</b>	<b>(37,348)</b>	<b>(19%)</b>	<b>399,074</b>	<b>349,074</b>	<b>(50,000)</b>	<b>(14%)</b>	
<b>Net Total</b>	<b>228,975</b>	<b>191,627</b>	<b>(37,348)</b>	<b>(19%)</b>	<b>399,074</b>	<b>349,074</b>	<b>(50,000)</b>	<b>(14%)</b>	

## Notes

1. Incorporates the impact of the proposed pay award.
2. It is anticipated actual level of capitalisation from the Projects team will be less than budgeted based on planned work on capital projects and staffing levels.



# Committee Report by Directorate - Health and Safety

For Year 22/23 Period 7 ending 15-Oct-2022

**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				Note
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
Salaries	67,027	73,096	6,069	8%	127,248	134,748	7,500	6%	1
Other Employee Costs	20,772	22,943	2,171	9%	39,795	42,295	2,500	6%	1
<b>Sub Total Employee Costs</b>	<b>87,799</b>	<b>96,039</b>	<b>8,241</b>	<b>9%</b>	<b>167,042</b>	<b>177,042</b>	<b>10,000</b>	<b>6%</b>	
<b>Supplies &amp; Services</b>	-	323	323	100%	600	600	-	0%	
<b>Transport &amp; Plant Costs</b>	-	108	108	100%	200	200	-	0%	
<b>TOTAL EXPENDITURE</b>	<b>87,799</b>	<b>96,470</b>	<b>8,671</b>	<b>9%</b>	<b>167,842</b>	<b>177,842</b>	<b>10,000</b>	<b>6%</b>	
<b>Net Total</b>	<b>87,799</b>	<b>96,470</b>	<b>8,671</b>	<b>9%</b>	<b>167,842</b>	<b>177,842</b>	<b>10,000</b>	<b>6%</b>	

**Notes**

1. Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.



## Committee Report by Directorate - Customer Standards

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Note
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	214,508	214,788	280	0%	403,447	395,947	(7,500)	(2%)	1
Overtime	4,483	5,425	941	17%	10,000	10,000	-	0%	
Other Employee Costs	65,629	66,492	863	1%	125,073	122,573	(2,500)	(2%)	1
<b>Sub Total Employee Costs</b>	<b>284,620</b>	<b>286,704</b>	<b>2,085</b>	<b>1%</b>	<b>538,521</b>	<b>528,521</b>	<b>(10,000)</b>	<b>(2%)</b>	
<b>Supplies &amp; Services</b>	<b>16,612</b>	<b>27,462</b>	<b>10,849</b>	<b>40%</b>	<b>51,000</b>	<b>51,000</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>-</b>	<b>538</b>	<b>538</b>	<b>100%</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>301,232</b>	<b>314,704</b>	<b>13,472</b>	<b>4%</b>	<b>590,521</b>	<b>580,521</b>	<b>(10,000)</b>	<b>(2%)</b>	
<b>Net Total</b>	<b>301,232</b>	<b>314,704</b>	<b>13,472</b>	<b>4%</b>	<b>590,521</b>	<b>580,521</b>	<b>(10,000)</b>	<b>(2%)</b>	

### Notes

1. Incorporates the impact of the proposed pay award.



## Committee Report by Directorate - Finance

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	486,434	526,249	39,815	8%	945,106	970,106	25,000	3%	1
Other Employee Costs	147,156	162,460	15,304	9%	289,485	299,485	10,000	3%	1
<b>Sub Total Employee Costs</b>	<b>633,590</b>	<b>688,709</b>	<b>55,119</b>	<b>8%</b>	<b>1,234,590</b>	<b>1,269,590</b>	<b>35,000</b>	<b>3%</b>	
<b>Supplies &amp; Services</b>	<b>882</b>	<b>6,192</b>	<b>5,310</b>	<b>86%</b>	<b>11,500</b>	<b>11,500</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>61</b>	<b>215</b>	<b>155</b>	<b>72%</b>	<b>400</b>	<b>400</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Other Third Party Payments	1,575	10,769	9,195	85%	20,000	20,000	-	0%	
<b>Sub Total Third Party Payments</b>	<b>1,575</b>	<b>10,769</b>	<b>9,195</b>	<b>85%</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>636,108</b>	<b>705,886</b>	<b>69,778</b>	<b>10%</b>	<b>1,266,490</b>	<b>1,301,490</b>	<b>35,000</b>	<b>3%</b>	
<b>Net Total</b>	<b>636,108</b>	<b>705,886</b>	<b>69,778</b>	<b>10%</b>	<b>1,266,490</b>	<b>1,301,490</b>	<b>35,000</b>	<b>3%</b>	

### Notes

1. Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.



## Committee Report by Directorate - Digital

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	439,541	498,955	59,414	12%	889,791	919,791	30,000	3%	1
Overtime	200	1,627	1,427	88%	3,000	3,000	-	0%	
Other Employee Costs	130,838	155,513	24,676	16%	271,679	286,679	15,000	5%	1
<b>Sub Total Employee Costs</b>	<b>570,579</b>	<b>656,096</b>	<b>85,517</b>	<b>13%</b>	<b>1,164,469</b>	<b>1,209,469</b>	<b>45,000</b>	<b>4%</b>	
<b>Supplies &amp; Services</b>	<b>396</b>	<b>1,615</b>	<b>1,220</b>	<b>76%</b>	<b>1,500</b>	<b>3,000</b>	<b>1,500</b>	<b>50%</b>	<b>2</b>
<b>Transport &amp; Plant Costs</b>	<b>-</b>	<b>2,692</b>	<b>2,692</b>	<b>100%</b>	<b>2,500</b>	<b>5,000</b>	<b>2,500</b>	<b>50%</b>	<b>2</b>
<b>TOTAL EXPENDITURE</b>	<b>570,975</b>	<b>660,403</b>	<b>89,429</b>	<b>14%</b>	<b>1,168,470</b>	<b>1,217,470</b>	<b>49,000</b>	<b>4%</b>	
<b>Net Total</b>	<b>570,975</b>	<b>660,403</b>	<b>89,429</b>	<b>14%</b>	<b>1,168,470</b>	<b>1,217,470</b>	<b>49,000</b>	<b>4%</b>	

### Notes

1. Due to vacant posts in the establishment. Outturn adjusted for savings generated in the first 7 periods offset by the impact of the proposed pay award.
2. Outturn adjusted for savings generated in the financial year to date and includes projection until year end.





# Committee Report by Directorate - Human Resources

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	113,499	111,666	(1,833)	(2%)	210,848	205,848	(5,000)	(2%)	1
Other Employee Costs	35,551	34,749	(803)	(2%)	69,057	64,057	(5,000)	(8%)	1
<b>Sub Total Employee Costs</b>	<b>149,050</b>	<b>146,414</b>	<b>(2,636)</b>	<b>(2%)</b>	<b>279,905</b>	<b>269,905</b>	<b>(10,000)</b>	<b>(4%)</b>	
<b>Supplies &amp; Services</b>									
	2,161	3,769	1,609	43%	7,000	7,000	-	0%	
<b>Third Party Payments</b>									
Other Third Party Payments	8,574	-	(8,574)		10,000	-	(10,000)		2
<b>Sub Total Third Party Payments</b>	<b>8,574</b>	<b>-</b>	<b>(8,574)</b>		<b>10,000</b>	<b>-</b>	<b>(10,000)</b>		
<b>TOTAL EXPENDITURE</b>	<b>159,785</b>	<b>150,183</b>	<b>(9,601)</b>	<b>(6%)</b>	<b>296,905</b>	<b>276,905</b>	<b>(20,000)</b>	<b>(7%)</b>	
<b>Net Total</b>	<b>159,785</b>	<b>150,183</b>	<b>(9,601)</b>	<b>(6%)</b>	<b>296,905</b>	<b>276,905</b>	<b>(20,000)</b>	<b>(7%)</b>	

## Notes

1. Incorporates the impact of the proposed pay award.
2. Costs associated with agency resource to support HR team.



## Committee Report by Directorate - Elected Members

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
<b>EXPENDITURE</b>								
Supplies & Services	27,377	28,077	700	2%	52,143	52,143	-	0%
Transport & Plant Costs	574	1,885	1,310	70%	3,500	3,500	-	0%
<b>TOTAL EXPENDITURE</b>	<b>27,951</b>	<b>29,962</b>	<b>2,010</b>	<b>7%</b>	<b>55,643</b>	<b>55,643</b>	<b>-</b>	<b>0%</b>
<b>Net Total</b>	<b>27,951</b>	<b>29,962</b>	<b>2,010</b>	<b>7%</b>	<b>55,643</b>	<b>55,643</b>	<b>-</b>	<b>0%</b>



## Committee Report by Directorate - Contact Centre

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Note
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	195,443	197,085	1,642	1%	363,313	363,313	-	0%	1
Overtime	2,004	1,356	(648)	(48%)	2,500	2,500	-	0%	
Other Employee Costs	53,576	55,430	1,853	3%	102,181	102,181	-	0%	1
<b>Sub Total Employee Costs</b>	<b>251,024</b>	<b>253,870</b>	<b>2,847</b>	<b>1%</b>	<b>467,993</b>	<b>467,993</b>	<b>-</b>	<b>0%</b>	
<b>Supplies &amp; Services</b>	<b>29,015</b>	<b>31,285</b>	<b>2,270</b>	<b>7%</b>	<b>58,100</b>	<b>58,100</b>	<b>-</b>	<b>0%</b>	
<b>Transport &amp; Plant Costs</b>	<b>-</b>	<b>269</b>	<b>269</b>	<b>100%</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0%</b>	
<b>Third Party Payments</b>									
Other Third Party Payments	12,916	13,462	546	4%	25,000	25,000	-	0%	
<b>Sub Total Third Party Payments</b>	<b>12,916</b>	<b>13,462</b>	<b>546</b>	<b>4%</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>0%</b>	
<b>TOTAL EXPENDITURE</b>	<b>292,954</b>	<b>298,886</b>	<b>5,932</b>	<b>2%</b>	<b>551,593</b>	<b>551,593</b>	<b>-</b>	<b>0%</b>	
<b>INCOME</b>									
Agency Fee Income - Councils	(163,286)	(163,341)	(55)	0%	(303,347)	(303,347)	-	0%	
Other Income	-	(5,385)	(5,385)	100%	(10,000)	(10,000)	-	0%	
<b>TOTAL INCOME</b>	<b>(163,286)</b>	<b>(168,725)</b>	<b>(5,439)</b>	<b>3%</b>	<b>(313,347)</b>	<b>(313,347)</b>	<b>-</b>	<b>0%</b>	
<b>Net Total</b>	<b>129,668</b>	<b>130,161</b>	<b>492</b>	<b>0%</b>	<b>238,247</b>	<b>238,247</b>	<b>-</b>	<b>0%</b>	

### Notes

1. Incorporates vacant posts in the establishment and the impact of the proposed pay award.



## Committee Report by Directorate - Corporate

For Year 22/23 Period 7 ending 15-Oct-2022

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
<b>EXPENDITURE</b>									
<b>Employee Costs</b>									
Salaries	144,179	144,179	-	0%	265,784	265,784	-	0%	
Other Employee Costs	318,231	321,461	3,231	1%	597,000	597,000	-	0%	
<b>Sub Total Employee Costs</b>	<b>462,409</b>	<b>465,640</b>	<b>3,231</b>	<b>1%</b>	<b>862,784</b>	<b>862,784</b>	<b>-</b>	<b>0%</b>	
<b>Property Costs</b>									
Electricity	29,881	46,712	16,830	36%	86,750	86,750	-	0%	
Repairs and Maintenance	14,306	13,462	(844)	(6%)	25,000	25,000	-	0%	
Property Insurance	2,022	6,462	4,440	69%	12,000	12,000	-	0%	
Other Property Costs	215,504	174,375	(41,128)	(24%)	323,840	323,840	-	0%	1
<b>Sub Total Property Costs</b>	<b>261,712</b>	<b>241,010</b>	<b>(20,702)</b>	<b>(9%)</b>	<b>447,590</b>	<b>447,590</b>	<b>-</b>	<b>0%</b>	
<b>Supplies &amp; Services</b>	<b>158,473</b>	<b>271,115</b>	<b>112,642</b>	<b>42%</b>	<b>453,500</b>	<b>503,500</b>	<b>50,000</b>	<b>10%</b>	2
<b>Third Party Payments</b>									
Communications	147,626	191,154	43,528	23%	355,000	355,000	-	0%	1
Other Third Party Payments	961,654	2,136,882	1,175,228	55%	3,218,495	3,968,495	750,000	19%	3
<b>Sub Total Third Party Payments</b>	<b>1,109,280</b>	<b>2,328,036</b>	<b>1,218,756</b>	<b>52%</b>	<b>3,573,495</b>	<b>4,323,495</b>	<b>750,000</b>	<b>17%</b>	
<b>TOTAL EXPENDITURE</b>	<b>1,991,875</b>	<b>3,305,802</b>	<b>1,313,926</b>	<b>40%</b>	<b>5,337,369</b>	<b>6,137,369</b>	<b>800,000</b>	<b>13%</b>	
<b>INCOME</b>									
Agency Fee Income - Councils	(548,217)	(538,462)	9,755	(2%)	(1,000,000)	(1,000,000)	-	0%	
Interest Received	(1,054,933)	(700,000)	354,933	(51%)	(2,500,000)	(1,300,000)	1,200,000	(92%)	4
Other Income	(237,080)	(205,692)	31,388	(15%)	(382,000)	(382,000)	-	0%	
<b>TOTAL INCOME</b>	<b>(1,840,229)</b>	<b>(1,444,154)</b>	<b>396,075</b>	<b>(27%)</b>	<b>(3,882,000)</b>	<b>(2,682,000)</b>	<b>1,200,000</b>	<b>(45%)</b>	
<b>Net Total</b>	<b>151,646</b>	<b>1,861,648</b>	<b>1,710,002</b>	<b>92%</b>	<b>1,455,369</b>	<b>3,455,369</b>	<b>2,000,000</b>	<b>58%</b>	

### Notes

1. Current position due to timing issues in respect of expenditure/budget phasing.
2. Outturn adjusted for projected savings in general supplies and training costs.
3. Budget includes provision for potential additional costs to SPT due to increased inflation, fuel prices and potential changes in the bus market. However full provision unlikely to be required.
4. Increased income anticipated due to current rates and cash balances.