



Revenue Monitoring Report as at 06 January 2018, Period 10

Committee Strategy & Programmes

Date of meeting 2 February 2018

Date of report 16 January 2018

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 (06 January 2018) 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 forecast overachievement of Subway income of £2.250 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 £1.313 million.

As detailed in Appendix 1, there are other minor variances to the budget resulting in a proposed addition to the Subway Fund of £1.749 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 Subway Fund is an essential tool in the management of both revenue and Subway pressures during the Modernisation programme, when increased costs arising from the operation of two systems will require to be accommodated. SPT is aiming to ensure these costs do not fall on the local authorities within the SPT area. This increased contribution to the fund will allow SPT to be able to respond not only to the increased subway costs that will arise during the transition from old to new but it also anticipated that funds could be utilised in due course, if necessary, to support increased costs arising from bus market failures and support to local authority capital projects.

SPT's ability to manage such issues across financial years is restricted by the current position with respect to holding and managing reserves. Members are aware that the issue of RTP reserves powers was recently consulted on and SPT was supportive of proposals for change. At the point of a change to SPT's reserves powers, a full review of reserves and the future requirements will be conducted and reported to committee.

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 10; and
- agree the proposed contribution to the Subway Fund of £1.749m.

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 10, 06 January 2018



Ref	Subjective Heading	Saving / (Overspend)	Variance Description
1	Subway Income	£2,250,000	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	£1,313,250	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	Bus Operator Payments	£335,000	The projected underspend reflects current position reported to the Operations Committee on 26 January 2018. The current underspend is partly offset by a reduction in Bus Operations income.
4	Interest Received	£200,000	The forecast overachievement is due to continued close management of cash balances.
5	Other Third Party Payments	£162,500	The projected underspend is as a result of savings being made under maintenance costs for computers, the Subway ticketing system and legal fees.
6	Property Costs	£160,000	The projected underspend is as a result of savings being made under Repairs and Maintenance, Property Insurance and Other Property Costs.
7	Transport and Plant Costs	£99,750	The forecast saving in vehicle maintenance is due to prior investment in the bus fleet.
8	Supplies & Services	£15,000	The projected saving is due to close management of the supplies and services budget, which is partially offset by a reduction in capitalised salaries.
9	Bus Operations Income	(£250,000)	The under recovery to P10 mainly relates to reduced sales commission as a result of reduced Firstcard sales at travel centres and the under recovery of supported bus contract income and 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	Contribution to Subway Fund	(£4,285,500)	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 £15.246 million, which keeps SPT on track for meeting its overall long term funding commitments.
Net forecast saving / (overspend)		£0	



Committee Report by Division

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
Chief Executive								
Cabinet	482,376	487,713	5,338	1%	634,027	634,027	-	0%
Total Chief Executive	482,376	487,713	5,338	1%	634,027	634,027	-	0%
Operations								
Subway	(1,077,791)	1,893,683	2,971,474	157%	(722,615)	2,162,385	2,885,000	133%
Bus Operations	12,026,517	13,394,386	1,367,868	10%	15,887,702	17,412,702	1,525,000	9%
Projects	785,393	925,180	139,787	15%	1,007,734	1,202,734	195,000	16%
Health and Safety	108,892	108,617	(275)	(0%)	141,203	141,203	-	0%
Customer Standards	385,457	429,869	44,412	10%	508,830	558,830	50,000	9%
Total Operations	12,228,469	16,751,735	4,523,267	27%	16,822,853	21,477,853	4,655,000	22%
Business Support								
Finance & Human Resources	1,067,338	1,059,286	(8,052)	(1%)	1,374,822	1,377,072	2,250	0%
Digital	558,336	685,351	127,015	19%	735,956	890,956	155,000	17%
Legal Services	235,609	242,760	7,152	3%	315,588	315,588	-	0%
Business Support	234,220	229,703	(4,517)	(2%)	298,614	298,614	-	0%
Elected Members	40,680	60,470	19,790	33%	68,611	78,611	10,000	13%
Corporate	1,038,063	1,224,357	186,294	15%	2,128,414	1,591,664	(536,750)	(34%)
Total Business Support	3,174,245	3,501,927	327,682	9%	4,922,005	4,552,505	(369,500)	(8%)
Contribution to Subway Fund	10,417,304	8,466,150	(1,951,154)	(23%)	15,291,495	11,005,995	(4,285,500)	(39%)
Net Total	26,302,393	29,207,526	2,905,133	10%	37,670,381	37,670,381	-	0%



Revenue Monitoring Report

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
1) Salaries	12,058,822	13,302,170	1,243,348	9%	15,782,821	17,292,821	1,510,000	9%	1. Projected outturn reflects savings generated from the bus restructure and also vacancies in the current establishment.
2) Overtime	360,012	576,923	216,911	38%	511,750	750,000	238,250	32%	2. Current position due to close management of overtime approvals.
3) Other Employee Costs	4,069,221	3,962,297	(106,924)	(3%)	5,585,986	5,150,986	(435,000)	(8%)	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.
Sub Total Employee Costs	16,488,055	17,841,390	1,353,335	8%	21,880,557	23,193,807	1,313,250	6%	
Property Costs									
4) Electricity	1,137,739	1,206,885	69,146	6%	1,568,950	1,568,950	-	0%	4. Current position due to timing issues in respect of expenditure/budget phasing.
5) Repairs and Maintenance	196,347	357,635	161,287	45%	414,925	464,925	50,000	11%	5. Due to close management and repairs and maintenance budgets.
6) Property Insurance	410,970	461,539	50,568	11%	540,000	600,000	60,000	10%	6. Savings projected based on the confirmed insurance costs for the financial year.
7) Other Property Costs	2,523,747	2,699,487	175,740	7%	3,459,333	3,509,333	50,000	1%	7. Due to savings generated in gas costs and water rates against budget.
Sub Total Property Costs	4,268,804	4,725,545	456,741	10%	5,983,209	6,143,209	160,000	3%	
8) Supplies & Services	1,325,275	1,645,276	320,002	19%	2,123,859	2,138,859	15,000	1%	8. Current position due to timing issues in respect of expenditure/budget phasing. The projected saving is due to the close management of supplies and services budgets partially offset by under recovery of capitalised salaries.
9) Transport & Plant Costs	83,587	221,077	137,490	62%	187,650	287,400	99,750	35%	9. Forecast saving due to prior investment in the bus fleet.
Third Party Payments									
10) Bus Operator Payments	10,058,738	10,269,212	210,474	2%	13,014,976	13,349,976	335,000	3%	10. Current position reflects underspend in subsidised bus services reported to the Operations Committee.
4) Communications	256,481	273,846	17,366	6%	356,000	356,000	-	0%	4. Current position due to timing issues in respect of expenditure/budget phasing.
11) Other Third Party Payments	2,964,853	3,395,046	430,193	13%	4,251,060	4,413,560	162,500	4%	11. Projection savings in respect of computer and ticketing system maintenance contracts and also legal fees.
Sub Total Third Party Payments	13,280,071	13,938,105	658,034	5%	17,622,036	18,119,536	497,500	3%	
Financing Costs									
12) Contribution to Subway Fund	10,417,304	8,466,150	(1,951,154)	(23%)	15,291,495	11,005,995	(4,285,500)	(39%)	12. The additional approved 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 £15.291 million, which keeps SPT on track for meeting its overall long term funding commitments.
Sub Total Financing Costs	10,417,304	8,466,150	(1,951,154)	(23%)	15,291,495	11,005,995	(4,285,500)	(39%)	
TOTAL EXPENDITURE	45,863,095	46,837,543	974,447	2%	63,088,806	60,888,806	(2,200,000)	(4%)	
INCOME									
13) Subway Income	(14,859,590)	(12,960,459)	1,899,131	(15%)	(19,398,000)	(17,148,000)	2,250,000	(13%)	13. 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 P10 has been projected to year end.
14) Bus Operations Income	(2,957,767)	(3,108,300)	(150,533)	5%	(3,790,790)	(4,040,790)	(250,000)	6%	14. Under recovery to P10 mainly relates reduced sales commission as a result of reduced Firstcard sales at travel centres and the under recovery of supported bus contract income and 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.
Agency Fee Income - Councils	(899,718)	(899,719)	(0)	0%	(1,169,634)	(1,169,634)	-	0%	
15) Interest Received	(467,597)	(307,692)	159,905	(52%)	(600,000)	(400,000)	200,000	(50%)	15. Current position due to close management of cash balances.
Other Income	(376,029)	(353,846)	22,183	(6%)	(460,000)	(460,000)	-	0%	
TOTAL INCOME	(19,560,702)	(17,630,017)	1,930,685	(11%)	(25,418,424)	(23,218,424)	2,200,000	(9%)	
Net Total	26,302,393	29,207,526	2,905,133	10%	37,670,381	37,670,381	-	0%	



Committee Report by Directorate - Cabinet

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
EXPENDITURE								
Employee Costs								
Salaries	364,913	361,652	(3,260)	(1%)	470,148	470,148	-	0%
Other Employee Costs	115,521	114,523	(998)	(1%)	148,880	148,880	-	0%
Sub Total Employee Costs	480,433	476,175	(4,259)	(1%)	619,027	619,027	-	0%
Supplies & Services	1,572	3,846	2,275	59%	5,000	5,000	-	0%
Transport & Plant Costs	371	7,692	7,322	95%	10,000	10,000	-	0%
TOTAL EXPENDITURE	482,376	487,713	5,338	1%	634,027	634,027	-	0%
Net Total	482,376	487,713	5,338	1%	634,027	634,027	-	0%



Committee Report by Directorate - Subway

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	5,804,315	6,055,765	251,449	4%	7,572,494	7,872,494	300,000	4%	1
Overtime	330,764	425,385	94,621	22%	453,000	553,000	100,000	18%	2
Other Employee Costs	1,681,263	1,712,569	31,306	2%	2,176,340	2,226,340	50,000	2%	1
Sub Total Employee Costs	7,816,342	8,193,719	377,377	5%	10,201,834	10,651,834	450,000	4%	
Property Costs									
Electricity	980,351	1,050,000	69,649	7%	1,365,000	1,365,000	-	0%	3
Property Insurance	410,970	461,539	50,568	11%	540,000	600,000	60,000	10%	4
Other Property Costs	1,243,630	1,388,176	144,546	10%	1,754,629	1,804,629	50,000	3%	5
Sub Total Property Costs	2,634,951	2,899,714	264,764	9%	3,659,629	3,769,629	110,000	3%	
Supplies & Services	1,280,152	1,503,439	223,287	15%	1,954,470	1,954,470	-	0%	3
Transport & Plant Costs	2,985	23,077	20,092	87%	30,000	30,000	-	0%	
Third Party Payments									
Bus Operator Payments	14,917	15,385	468	3%	20,000	20,000	-	0%	
Other Third Party Payments	2,032,454	2,218,809	186,355	8%	2,809,452	2,884,452	75,000	3%	6
Sub Total Third Party Payments	2,047,371	2,234,194	186,823	8%	2,829,452	2,904,452	75,000	3%	
TOTAL EXPENDITURE	13,781,799	14,854,142	1,072,343	7%	18,675,385	19,310,385	635,000	3%	
INCOME									
Subway Income	(14,859,590)	(12,960,459)	1,899,131	(15%)	(19,398,000)	(17,148,000)	2,250,000	(13%)	7
TOTAL INCOME	(14,859,590)	(12,960,459)	1,899,131	(15%)	(19,398,000)	(17,148,000)	2,250,000	(13%)	
Net Total	(1,077,791)	1,893,683	2,971,474	157%	(722,615)	2,162,385	2,885,000	133%	8

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. Due to savings generated in gas costs and water rates against budget.
6. Savings have been generated from ticketing equipment transactional charges and other maintenance contracts.
7. 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 P10 has been projected to year end.
8. The Projected Outturn does not include costs associated with the Subway corporate overhead allocation and depreciation charges in relation to Subway assets. Therefore the overall net position of the Subway including these items means it is subsidised on an annual basis.



Committee Report by Directorate - Bus Operations

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	2,685,025	3,443,545	758,520	22%	3,526,608	4,476,608	950,000	21%	1
Overtime	17,706	138,461	120,755	87%	40,000	180,000	140,000	78%	2
Other Employee Costs	729,863	892,777	162,914	18%	960,610	1,160,610	200,000	17%	1
Sub Total Employee Costs	3,432,594	4,474,783	1,042,189	23%	4,527,218	5,817,218	1,290,000	22%	
Property Costs									
Electricity	132,867	133,808	940	1%	173,950	173,950	-	0%	
Repairs and Maintenance	176,102	306,154	130,051	42%	348,000	398,000	50,000	13%	3
Other Property Costs	927,170	946,958	19,788	2%	1,231,045	1,231,045	-	0%	
Sub Total Property Costs	1,236,139	1,386,919	150,780	11%	1,752,995	1,802,995	50,000	3%	
Supplies & Services	141,443	156,846	15,404	10%	203,900	203,900	-	0%	
Transport & Plant Costs	74,175	171,923	97,749	57%	123,500	223,500	100,000	45%	4
Third Party Payments									
Bus Operator Payments	10,043,821	10,253,828	210,007	2%	12,994,976	13,329,976	335,000	3%	5
Communications	1,973	3,846	1,874	49%	5,000	5,000	-	0%	6
Other Third Party Payments	184,627	185,029	401	0%	240,537	240,537	-	0%	
Sub Total Third Party Payments	10,230,421	10,442,702	212,281	2%	13,240,513	13,575,513	335,000	2%	
TOTAL EXPENDITURE	15,114,772	16,633,174	1,518,402	9%	19,848,126	21,623,126	1,775,000	8%	
INCOME									
Bus Operations Income	(2,957,767)	(3,108,300)	(150,533)	5%	(3,790,790)	(4,040,790)	(250,000)	6%	7
Agency Fee Income - Councils	(130,488)	(130,488)	(0)	0%	(169,634)	(169,634)	-	0%	
TOTAL INCOME	(3,088,254)	(3,238,788)	(150,534)	5%	(3,960,424)	(4,210,424)	(250,000)	6%	
Net Total	12,026,517	13,394,386	1,367,868	10%	15,887,702	17,412,702	1,525,000	9%	

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. Due to close management and repairs and maintenance budgets.
4. Forecast saving due to prior investment in the bus fleet.
5. Current position reflects underspend in subsidised bus services reported to the Operations Committee.
6. This budget includes costs in respect of leaflets and timetables relating to Local and My Bus services.
7. Under recovery to P10 mainly relates reduced sales commission as a result of reduced Firstcard sales at travel centres and the under recovery of supported bus contract income and 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 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	955,306	1,092,838	137,532	13%	1,245,689	1,420,689	175,000	12%	1
Other Employee Costs	282,174	318,721	36,548	11%	369,338	414,338	45,000	11%	1
Sub Total Employee Costs	1,237,480	1,411,559	174,079	12%	1,615,026	1,835,026	220,000	12%	
Supplies & Services	(454,124)	(499,840)	(45,716)	9%	(624,792)	(649,792)	(25,000)	4%	1
Transport & Plant Costs	1,498	5,769	4,271	74%	7,500	7,500	-	0%	
Third Party Payments									
Communications	539	7,692	7,153	93%	10,000	10,000	-	0%	2
Sub Total Third Party Payments	539	7,692	7,153	93%	10,000	10,000	-	0%	
TOTAL EXPENDITURE	785,393	925,180	139,787	15%	1,007,734	1,202,734	195,000	16%	
Net Total	785,393	925,180	139,787	15%	1,007,734	1,202,734	195,000	16%	

Notes

1. Due to vacant posts in the current establishment. Savings in employee costs are partially offset by a under recovery of capitalised salaries under supplies and services.
2. This budget incorporates costs in relation to journeyshare licence costs and travel plan grants.



Committee Report by Directorate - Health and Safety

For Year 17/18 Period 10 ending 06-Jan-2018

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	83,610	83,137	(473)	(1%)	108,078	108,078	-	0%
Other Employee Costs	25,043	24,865	(177)	(1%)	32,325	32,325	-	0%
Sub Total Employee Costs	108,652	108,002	(650)	(1%)	140,403	140,403	-	0%
Supplies & Services	240	462	222	48%	600	600	-	0%
Transport & Plant Costs	-	154	154	100%	200	200	-	0%
TOTAL EXPENDITURE	108,892	108,617	(275)	(0%)	141,203	141,203	-	0%
Net Total	108,892	108,617	(275)	(0%)	141,203	141,203	-	0%



Committee Report by Directorate - Customer Standards

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	270,171	299,709	29,538	10%	349,622	389,622	40,000	10%	1
Overtime	9,194	11,539	2,344	20%	15,000	15,000	-	0%	
Other Employee Costs	80,764	87,852	7,088	8%	104,208	114,208	10,000	9%	1
Sub Total Employee Costs	360,129	399,100	38,971	10%	468,830	518,830	50,000	10%	
Supplies & Services	25,287	30,000	4,713	16%	39,000	39,000	-	0%	
Transport & Plant Costs	41	769	728	95%	1,000	1,000	-	0%	
TOTAL EXPENDITURE	385,457	429,869	44,412	10%	508,830	558,830	50,000	9%	
Net Total	385,457	429,869	44,412	10%	508,830	558,830	50,000	9%	

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 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	789,604	839,847	50,243	6%	1,021,800	1,091,800	70,000	6%	1
Overtime	235	-	(235)		250	-	(250)		
Other Employee Costs	232,593	245,540	12,947	5%	304,202	319,202	15,000	5%	1
Sub Total Employee Costs	1,022,432	1,085,387	62,954	6%	1,326,252	1,411,002	84,750	6%	
Supplies & Services	7,591	(26,870)	(34,460)	128%	10,070	(34,930)	(45,000)	129%	2
Transport & Plant Costs	104	769	665	86%	1,000	1,000	-	0%	
Third Party Payments									
Other Third Party Payments	37,211	-	(37,211)		37,500	-	(37,500)		3
Sub Total Third Party Payments	37,211	-	(37,211)		37,500	-	(37,500)		
TOTAL EXPENDITURE	1,067,338	1,059,286	(8,052)	(1%)	1,374,822	1,377,072	2,250	0%	
Net Total	1,067,338	1,059,286	(8,052)	(1%)	1,374,822	1,377,072	2,250	0%	

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 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	428,249	527,906	99,657	19%	561,278	686,278	125,000	18%	1
Overtime	859	1,539	680	44%	2,000	2,000	-	0%	
Other Employee Costs	124,364	148,214	23,849	16%	162,678	192,678	30,000	16%	1
Sub Total Employee Costs	553,472	677,658	124,186	18%	725,956	880,956	155,000	18%	
Supplies & Services	2,457	3,077	620	20%	4,000	4,000	-	0%	
Transport & Plant Costs	2,406	4,615	2,209	48%	6,000	6,000	-	0%	
TOTAL EXPENDITURE	558,336	685,351	127,015	19%	735,956	890,956	155,000	17%	
Net Total	558,336	685,351	127,015	19%	735,956	890,956	155,000	17%	

Notes

1. Projected outturn reflects current vacancies in the establishment.



Committee Report by Directorate - Legal Services

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
EXPENDITURE								
Employee Costs								
Salaries	181,843	183,805	1,962	1%	238,946	238,946	-	0%
Other Employee Costs	53,511	56,878	3,367	6%	73,942	73,942	-	0%
Sub Total Employee Costs	235,354	240,683	5,329	2%	312,888	312,888	-	0%
Supplies & Services	136	1,539	1,402	91%	2,000	2,000	-	0%
Transport & Plant Costs	118	539	420	78%	700	700	-	0%
TOTAL EXPENDITURE	235,609	242,760	7,152	3%	315,588	315,588	-	0%
Net Total	235,609	242,760	7,152	3%	315,588	315,588	-	0%



Committee Report by Directorate - Business Support

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget			
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %
EXPENDITURE								
Employee Costs								
Salaries	180,301	176,848	(3,454)	(2%)	229,902	229,902	-	0%
Other Employee Costs	52,583	49,394	(3,189)	(6%)	64,212	64,212	-	0%
Sub Total Employee Costs	232,884	226,242	(6,643)	(3%)	294,114	294,114	-	0%
Supplies & Services	881	3,077	2,196	71%	4,000	4,000	-	0%
Transport & Plant Costs	454	385	(70)	(18%)	500	500	-	0%
TOTAL EXPENDITURE	234,220	229,703	(4,517)	(2%)	298,614	298,614	-	0%
Net Total	234,220	229,703	(4,517)	(2%)	298,614	298,614	-	0%



Committee Report by Directorate - Elected Members

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Supplies & Services	34,615	45,855	11,240	25%	49,611	59,611	10,000	17%	1
Transport & Plant Costs	1,260	5,385	4,125	77%	7,000	7,000	-	0%	2
Third Party Payments									
Other Third Party Payments	4,805	9,231	4,426	48%	12,000	12,000	-	0%	
Sub Total Third Party Payments	4,805	9,231	4,426	48%	12,000	12,000	-	0%	
TOTAL EXPENDITURE	40,680	60,470	19,790	33%	68,611	78,611	10,000	13%	
Net Total	40,680	60,470	19,790	33%	68,611	78,611	10,000	13%	

Notes

1. Year to date underspend anticipated to be sustained to the year end following the appointment of the new Chair and Vice Chairs.
2. Costs in relation to elected members expenses. Most claims are typically made in the last quarter of the financial year.



Committee Report by Directorate - Corporate

For Year 17/18 Period 10 ending 06-Jan-2018

	Year to Date				Annual Budget				Notes
	Actual	Budget	Variance	Variance %	Projected Outturn	Annual Budget	Variance	Variance %	
EXPENDITURE									
Employee Costs									
Salaries	315,485	237,119	(78,366)	(33%)	458,255	308,255	(150,000)	(49%)	1
Overtime	1,254	-	(1,254)		1,500	-	(1,500)		
Other Employee Costs	691,542	310,964	(380,579)	(122%)	1,189,253	404,253	(785,000)	(194%)	2
Sub Total Employee Costs	1,008,282	548,083	(460,199)	(84%)	1,649,008	712,508	(936,500)	(131%)	
Property Costs									
Electricity	24,520	23,077	(1,444)	(6%)	30,000	30,000	-	0%	
Repairs and Maintenance	20,245	51,481	31,236	61%	66,925	66,925	-	0%	
Other Property Costs	352,948	364,354	11,406	3%	473,660	473,660	-	0%	
Sub Total Property Costs	397,714	438,912	41,198	9%	570,585	570,585	-	0%	
Supplies & Services	285,025	423,846	138,821	33%	476,000	551,000	75,000	14%	3
Transport & Plant Costs	175	-	(175)		250	-	(250)		
Third Party Payments									
Communications	253,969	262,308	8,339	3%	341,000	341,000	-	0%	
Other Third Party Payments	705,756	981,978	276,222	28%	1,151,571	1,276,571	125,000	10%	4
Sub Total Third Party Payments	959,724	1,244,285	284,561	23%	1,492,571	1,617,571	125,000	8%	
Financing Costs									
Contribution to Subway Fund	10,417,304	8,466,150	(1,951,154)	(23%)	15,291,495	11,005,995	(4,285,500)	(39%)	5
Sub Total Financing Costs	10,417,304	8,466,150	(1,951,154)	(23%)	15,291,495	11,005,995	(4,285,500)	(39%)	
TOTAL EXPENDITURE	13,068,224	11,121,276	(1,946,948)	(18%)	19,479,909	14,457,659	(5,022,250)	(35%)	
INCOME									
Agency Fee Income - Councils	(769,231)	(769,231)	(0)	0%	(1,000,000)	(1,000,000)	-	0%	
Interest Received	(467,597)	(307,692)	159,905	(52%)	(600,000)	(400,000)	200,000	(50%)	6
Other Income	(376,029)	(353,846)	22,183	(6%)	(460,000)	(460,000)	-	0%	
TOTAL INCOME	(1,612,857)	(1,430,769)	182,088	(13%)	(2,060,000)	(1,860,000)	200,000	(11%)	
Net Total	11,455,366	9,690,507	(1,764,860)	(18%)	17,419,909	12,597,659	(4,822,250)	(38%)	

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. Projection savings in respect of computer maintenance contracts and legal fees.
5. The additional approved 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 £15.291 million, which keeps SPT on track for meeting its overall long term funding commitments.
6. Current position due to close management of cash balances.