

## Item 8a Budget Monitor Report Year End

### TRAFFORD COUNCIL

**Report to:** STaR Procurement Joint Committee  
**Date:** 22nd July 2015  
**Report for:** Information  
**Report author:** Sharon Robson, Director of STaR & Peter Carr, Finance Manager

#### STaR Revenue Budget Outturn 2014/15

## 1 Outturn

- 1.1 The approved expenditure revenue budget for the year was £1,231k and the outturn is £1,095k. This is a favourable variance of £(136)k for the year, 11% of the total expenditure budget.

## 2 Summary of Variances for the Year

- 2.1 The main items contributing to the overall favourable variance of £(136)k are summarised below, and detailed in Appendix 1:
- **Staffing £(119)k favourable:** there have been number of vacancies throughout the financial year, up to 5 posts at some points. The underspend relates to the time taken to recruit and fill these posts. Ongoing vacant posts are currently being covered through a mix of agency staff and acting up arrangements pending permanent recruitment.
  - **Other employee costs including agency £44k adverse;** due to the vacancies above it was necessary to buy in specialist support from another council to provide capacity to meet service demands. This was particularly the case in the first half of the financial year.
  - **Running costs £(61)k favourable;** the running costs budget is underspent due to lower than expected transport costs (staff mileage allowances), subscription and consultancy costs. This is offset by ICT set up costs for laptops and mobile phones £12k.
  - **Support Service costs, no variance;** charges for legal, ICT, Human Resources, Insurance and Finance were £105k in line with the budget.
  - **Contribution to earmarked reserve £136k;** the favourable outturn variance for the year has been transferred to a newly created earmarked reserve and carried forward to support procurement related activity in 2015/16.

**STaR Procurement Service Budget Monitoring  
Outturn Report for 2014/15**

**Appendix 1**

	<b>Full Year Budget £000's</b>	<b>Total Outturn £000's</b>	<b>Outturn Variance for Year £000's</b>
Employees	1,005	886	(119)
Agency	0	41	41
Training	0	0	0
Staff Advertising	0	3	3
<b>TOTAL EMPLOYEE COSTS</b>	<b>1,005</b>	<b>930</b>	<b>(75)</b>
Premises	4	0	(4)
Transport	20	7	(13)
Equipment	1	0	(1)
Catering	4	0	(4)
Office Equipment	3	1	(2)
Consultants Fees	49	13	(36)
ICT Costs including telephones	26	38	12
Subscriptions	12	0	(12)
Other	2	1	(1)
<b>RUNNING COSTS</b>	<b>121</b>	<b>60</b>	<b>(61)</b>
<b>SUPPORT SERVICES COSTS</b>	<b>105</b>	<b>105</b>	<b>0</b>
<b>TOTAL EXPENDITURE</b>	<b>1,231</b>	<b>1,095</b>	<b>(136)</b>
<b>Contribution to Earmarked Reserve</b>			<b>136</b>

<b>STaR Reserve 2014/15</b>	
Balance 1st April 2014	0
Contribution 2014/15	136
<b>Balance 31st March 2015</b>	<b>136</b>