

## TRAFFORD COUNCIL

**Report to:** STAR Procurement Joint Committee  
**Date:** 20<sup>th</sup> July 2016  
**Report for:** Information  
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### STAR Revenue Budget Monitoring Report – 2015/16 Outturn

#### 1 Summary Outturn

- 1.1 The approved expenditure revenue budget for the year is £1,276k. An additional £54k was transferred from Reserve in July 2015 making the revised budget £1,330k.
- 1.2 The 2015/16 outturn (April 15 to March 16) is £1,281k, which is an underspend of £(49)k compared to the revised budget. This will be transferred back into the Reserve to support procurement related activity in 2016/17.
- 1.3 The £54k from Reserves has been utilised as requested in July 2015 but there has been a number of other subsequent underspends and additional income leading to the overall £(49)k favourable variance as detailed below and in Appendix 1.

#### 2 Summary of Variances for the Year

- 2.1 The main items contributing to the £(49)k underspend are as follows:
  - **Staffing £5k adverse;** there is £5k relating to interim staff costs covering vacancies, absences, agency staff, staff training and advertising of staff posts.
  - **Running costs, £(40)k favourable;** this includes a reduction in subscription costs for The Chest following a recent procurement exercise, and further small underspends across premises, transport, catering and other expenditure areas.
  - **External Income, £(14)k favourable;** funding streams are above expectations following a number of successful bids for chargeable third party work.
  - **Earmarked reserve £49k;** the overall underspend for the year has been carried forward to 2016/17 through the earmarked reserve.

**STaR Procurement Service Budget Monitoring  
2015/16 Outturn Report**

**Appendix 1**

	Original Full Year Budget £000's	Revised Full Year Budget £000's	2015/16 Total Outturn £000's	Over / (Under) Spend for Year £000's
Employees	1,038	1,054	1,042	(12)
Agency	0	33	44	11
Training	40	40	48	8
Staff Advertising	5	5	3	(2)
<b>TOTAL EMPLOYEE COSTS</b>	<b>1,083</b>	<b>1,132</b>	<b>1,137</b>	<b>5</b>
Premises	2	2	0	(2)
Transport	20	20	15	(5)
Equipment	1	1	0	(1)
Catering	3	3	0	(3)
Office Equipment	4	4	1	(3)
Consultants/Training Fees	10	10	11	1
ICT Costs including telephones	22	22	19	(3)
Subscriptions	24	24	1	(23)
Conference Expenses - Officers	2	2	1	(1)
<b>RUNNING COSTS</b>	<b>88</b>	<b>88</b>	<b>48</b>	<b>(40)</b>
<b>SUPPORT SERVICES COSTS</b>	<b>105</b>	<b>110</b>	<b>110</b>	<b>0</b>
<b>TOTAL EXPENDITURE</b>	<b>1,276</b>	<b>1,330</b>	<b>1,295</b>	<b>(35)</b>
External Income	0	0	(14)	(14)
<b>TOTAL INCOME</b>	<b>0</b>	<b>0</b>	<b>(14)</b>	<b>(14)</b>
<b>NET EXPENDITURE</b>	<b>1,276</b>	<b>1,330</b>	<b>1,281</b>	<b>(49)</b>

<b>STaR Reserve 2015/16</b>	
Balance 1st April 2015	136
Forecast Additional Spend 2015/16	(54)
Outturn Underspend 2015/16	49
<b>Balance 31st March 2016</b>	<b>131</b>