

Budget Heading	Budget 2016/17 £	YTD Budget (Month 7 - Oct 16)	YTD Actual	Variance	Forecast Full Year Outturn	Forecast Full Year Variance	Comments
Board Fees							
Chairman	56,000	32,667	32,667	-	56,000	-	
Deputy Chairman	18,000	10,500	10,500	-	18,000	-	
Other Board Members	48,000	28,000	23,451	(4,549)	42,000	(6,000)	Vacancy former K Perrior post
Independent Members	12,000	7,000	3,750	(3,250)	8,750	(3,250)	Fewer Planning Committee meetings than budgeted
Employer's Oncosts - Board Members	10,000	5,833	5,724	(109)	9,600	(400)	Related to underspends above
	144,000	84,000	76,092	(7,908)	134,350	(9,650)	
Employee Salary Costs							
CEO	165,000	96,250	55,467	(40,783)	124,800	(40,200)	Vacant post = 1 Interim (agency) - On payroll from July
Strategy Team (4 FTE)	239,000	139,417	114,917	(24,500)	218,000	(21,000)	New Engagement Manager in post
Director of Projects	110,000	64,167	59,780	(4,387)	102,000	(8,000)	Perm started 3 October.
Projects and Development Team (6 FTE)	307,922	179,621	156,214	(23,407)	282,547	(25,375)	Includes P/T interim for 3 months to end Dec.
Development Director	40,000	-	3,629	3,629	41,129	1,129	Permanent started mid Oct 16
Planning Director	90,000	52,500	52,500	-	74,167	(15,833)	Vacancy from 20 November. Recruitment under way.
Planning Team (7 FTE)	298,000	173,833	149,727	(24,107)	279,000	(19,000)	Temporary cover of Planning Director from 7 November
Director of Finance	75,000	43,750	46,667	2,917	80,000	5,000	
Finance & Business Support Team (5 FTE)	209,000	121,917	86,240	(35,676)	172,500	(36,500)	Includes Programme Manager
Employer's NICs	195,700	114,158	83,679	(30,480)	164,120	(31,580)	Based on full complement of staff
Employer's Pension Contributions	195,000	113,750	71,167	(42,583)	155,455	(39,545)	Based on full complement of staff
Staff Incentive Scheme / Pay increase	50,000	-	-	-	50,000	-	To be agreed with DCLG
Seconded Staff Costs							
Corporate Governance, Programme Manager (2 FTE) & Dir of Strategy	120,000	75,884	91,108	15,224	142,641	22,641	Corp Governance lead on secondment, extension of former postholder to end Dec P/T
Project Support (1.2 FTE)	94,000	73,111	71,510	(1,601)	87,030	(6,970)	Snr Property Mgr & Strategic Services Planner
	2,188,622	1,248,358	1,042,604	(205,754)	1,973,389	(215,233)	
Interim (Agency) Staff Costs	167,378	167,378	169,031	1,653	211,031	43,653	One P/T interim in post until end October
HR and Payroll DCLG	50,000	29,167	29,167	-	50,000	-	Recharges to be confirmed with DCLG
	217,378	196,545	198,197	1,653	261,031	43,653	
TOTAL PAY COSTS	2,550,000	1,528,902	1,316,893	(212,010)	2,368,769	(181,230)	
Travel/Subsistence Expenses	40,000	23,333	17,214	(6,119)	30,000	(10,000)	To fund hire vehicle
Training	28,000	16,333	8,199	(8,134)	18,000	(10,000)	
Other Staff Costs (Prof Subs/PPE etc)	10,000	5,833	1,876	(3,957)	8,000	(2,000)	
Lease North Kent Police Station	172,000	100,333	100,333	-	172,000	-	
Casual Room Hire / Refreshments	44,000	25,667	19,597	(6,070)	44,000	-	
Vehicle hire	3,000	1,750	2,328	578	9,828	6,828	Funded by savings on staff travel
Accounting System (SAGE)	5,000	2,917	210	(2,707)	2,500	(2,500)	Upgrade not yet implemented
Office Systems / Network/ Email	36,000	21,000	19,650	(1,350)	40,000	4,000	
Telephony / IT	95,000	55,417	49,772	(5,645)	95,000	-	Awaiting recharges of broadband line installation
Website	2,000	2,000	1,650	(350)	2,000	-	
Consumables / Stationery / Postage	25,000	14,583	9,193	(5,390)	20,000	(5,000)	
Equipment Purchases	9,000	5,250	2,729	(2,521)	6,292	(2,708)	
Planning Services	200,000	116,667	102,566	(14,101)	210,000	10,000	
External Audit (National Audit Office)	41,000	23,917	21,583	(2,334)	37,000	(4,000)	
Internal Audit (Government Internal Audit)	23,000	13,417	12,724	(693)	23,000	-	
Legal (general)	15,000	8,750	6,887	(1,863)	17,000	2,000	
Recruitment Advertising	10,000	10,000	10,010	10	15,000	5,000	
Public and Business Engagement - Comm	75,000	10,000	10,906	906	75,000	-	
Masterplanning	166,000	166,000	102,782	(63,218)	113,150	(52,850)	Masterplanning engagement being undertaken
Corporate Plan baseline studies	-	-	17,700	17,700	47,850	47,850	To establish KPI baselines
Non capital project costs	150,000	87,500	143,645	56,145	355,620	205,620	Additional (temporary) £900,000 DCLG Project Feasibility
Other Contracted Support (Procurement/H	43,000	25,083	68,737	43,654	134,000	91,000	IPA visit/ SIDP/Accounting/VAT/transport modelling
Bank Charges	2,000	1,167	929	(238)	2,000	-	
TOTAL NON-PAY COSTS	1,194,000	736,917	731,219	(5,697)	1,477,240	283,240	
Planning Fees income	(25,000)	(14,583)	(92,421)	(77,838)	(127,010)	(102,010)	
Grand Total - Grant In Aid Funded by DC	3,719,000	2,251,236	1,955,691	(295,545)	3,719,000	(0)	

Add back Planning Fees (to show gross)	25,000
Total Budget (Gross)	3,744,000
budget set	3,744,000