

Budget Heading	Budget 2016/17 £	YTD Budget (Month 8 - Nov 16)	YTD Actual	Variance	Forecast Full Year Outturn	Forecast Full Year Variance	Comments
Board Fees							
Chairman	56,000	37,333	37,333	-	56,000	-	
Deputy Chairman	18,000	12,000	12,000	-	18,000	-	
Other Board Members	48,000	32,000	27,452	(4,548)	40,000	(8,000)	Vacancy former K Perrior post
Independent Members	12,000	8,000	3,250	(4,750)	7,250	(4,750)	Fewer Planning Committee meetings than budgeted
Employer's Oncosts - Board Members	10,000	6,667	6,523	(144)	9,730	(270)	Related to underspends above
	144,000	96,000	86,558	(9,442)	130,980	(13,020)	
Employee Salary Costs							
CEO	165,000	110,000	69,333	(40,667)	124,800	(40,200)	Vacant post = 1 Interim (agency) - On payroll from July
Strategy Team (4 FTE)	239,000	159,333	135,634	(23,699)	218,000	(21,000)	New Engagement Manager in post
Director of Projects	110,000	73,333	68,113	(5,220)	101,450	(8,550)	Perm started 3 October
Projects and Development Team (6 FTE)	307,922	205,281	182,881	(22,400)	294,880	(13,042)	Includes P/T interim to end Jan
Development Director	40,000	6,667	11,129	4,462	41,130	1,130	Permanent started mid Oct 16
Planning Director	90,000	60,000	57,500	(2,500)	74,000	(16,000)	Vacancy from 20 November. Recruitment under way.
Planning Team (7 FTE)	298,000	198,667	175,393	(23,273)	283,750	(14,250)	Temporary cover of Planning Director from 7 November
Director of Finance	75,000	50,000	53,333	3,333	80,000	5,000	
Finance & Business Support Team (5 FTE)	209,000	139,333	101,857	(37,476)	168,324	(40,676)	Includes Programme Manager
Employer's NICs	195,700	130,467	99,133	(31,334)	175,000	(20,700)	Based on full complement of staff
Employer's Pension Contributions	195,000	130,000	81,609	(48,391)	155,000	(40,000)	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 (1.6 FTE) & Dir of Strategy	120,000	85,884	103,927	18,043	142,560	22,560	Corp Governance lead on secondment, extension of former postholder to end Dec P/T
Project Support (1.2 FTE)	94,000	83,556	65,266	(18,289)	85,500	(8,500)	Snr Property Mgr & Strategic Services Planner
	2,188,622	1,432,521	1,205,109	(227,412)	1,994,395	(194,227)	
Interim (Agency) Staff Costs							
HR and Payroll DCLG	167,378	167,378	157,830	(9,548)	190,000	22,622	New P/T Interim Project Manager in post til end March
	50,000	33,333	33,333	-	35,000	(15,000)	Recharges to be confirmed with DCLG
	217,378	200,711	191,164	(9,548)	225,000	7,622	
TOTAL PAY COSTS	2,550,000	1,729,232	1,482,831	(246,401)	2,350,374	(199,626)	
Travel/Subsistence Expenses							
Travel	40,000	26,667	20,446	(6,221)	30,000	(10,000)	To fund hire vehicle
Training	28,000	18,667	11,501	(7,166)	16,550	(11,450)	
Other Staff Costs (Prof Subs/PPE etc)	10,000	6,667	1,955	(4,712)	4,795	(5,205)	
Lease North Kent Police Station	172,000	114,667	114,667	-	172,000	-	
Casual Room Hire / Refreshments	44,000	29,333	23,498	(5,835)	44,000	-	
Vehicle hire	3,000	2,000	3,404	1,404	9,900	6,900	Funded by savings on staff travel
Accounting System (SAGE)	5,000	3,333	240	(3,093)	2,500	(2,500)	Upgrade not yet implemented
Office Systems / Network/ Email	36,000	24,000	26,150	2,150	40,000	4,000	
Telephony / IT	95,000	63,333	34,876	(28,457)	90,000	(5,000)	Awaiting recharges of broadband line installation
Website	2,000	2,000	1,650	(350)	2,000	-	
Consumables / Stationery / Postage	25,000	16,667	12,193	(4,474)	20,000	(5,000)	
Equipment Purchases	9,000	6,000	3,049	(2,951)	8,730	(270)	
Planning Services	200,000	133,333	118,308	(15,025)	210,000	10,000	
External Audit (National Audit Office)	41,000	27,333	26,100	(1,233)	37,000	(4,000)	
Internal Audit (Government Internal Audit)	23,000	15,333	14,650	(683)	23,000	-	
Legal (general)	15,000	10,000	6,450	(3,550)	12,000	(3,000)	
Recruitment Advertising	10,000	10,000	10,010	10	15,000	5,000	
Public and Business Engagement - Comm	75,000	10,000	14,212	4,212	50,000	(25,000)	
Masterplanning	166,000	166,000	102,782	(63,218)	108,150	(57,850)	
Corporate Plan baseline studies	-	-	42,381	42,381	47,850	47,850	To establish KPI baselines
Non capital project costs	150,000	100,000	335,228	235,228	615,160	465,160	Additional (temporary) £900,000 DCLG Project Feasibility
Other Contracted Support (Procurement/H	43,000	28,667	132,681	104,014	145,000	102,000	IPA visit/ SIDP/Accounting/VAT/transport modelling
Bank Charges	2,000	1,333	1,055	(278)	2,000	-	
TOTAL NON-PAY COSTS	1,194,000	815,333	1,057,486	242,152	1,705,635	511,635	
Planning Fees income	(25,000)	(16,667)	(128,286)	(111,619)	(337,010)	(312,010)	Includes S106 contrib for Borough Officer role
Grand Total - Grant In Aid Funded by DC	3,719,000	2,527,899	2,412,031	(115,868)	3,719,000	0	

Add back Planning Fees (to show gross) 25,000

Total Budget (Gross) 3,744,000

budget set 3,744,000