

Budget Heading	Budget 2016/17 £	YTD Budget (Month 11 - Feb 17)	YTD Actual	Variance	Forecast Full Year Outturn	Forecast Full Year Variance	Comments
<b>Board Fees</b>							
Chairman	56,000	51,333	51,333	0	56,000	-	
Deputy Chairman	18,000	16,500	16,500	-	18,000	-	
Other Board Members	48,000	44,000	36,452	(7,548)	39,460	(8,540)	Interviews late March
Independent Members	12,000	11,000	6,500	(4,500)	7,500	(4,500)	Fewer Planning Committee meetings than budgeted
Employer's Oncosts - Board Members	10,000	9,167	8,918	(248)	9,720	(280)	Related to underspends above
	<b>144,000</b>	<b>132,000</b>	<b>119,703</b>	<b>(12,297)</b>	<b>130,680</b>	<b>(13,320)</b>	
<b>Employee Salary Costs</b>							
CEO	165,000	151,250	110,933	(40,317)	124,800	(40,200)	Vacant post = 1 Interim (agency) - On payroll from July
Strategy Team (4 FTE)	239,000	219,083	198,681	(20,403)	219,430	(19,570)	Full team in post
Director of Projects	110,000	100,833	93,113	(7,720)	101,450	(8,550)	Perm started 3 October
Projects and Development Team (6 FTE)	307,922	282,262	259,515	(22,747)	278,942	(28,980)	Includes P/T interim to end Jan
Development Director	40,000	32,000	33,629	1,629	41,130	1,130	Permanent started mid Oct 16
Planning Director	90,000	82,500	57,500	(25,000)	64,590	(25,410)	3 months vacancy savings.
Planning Team (7 FTE)	298,000	273,167	253,594	(19,573)	272,850	(25,150)	Temporary cover of Planning Director from 7 November
Director of Finance	75,000	68,750	73,333	4,583	80,000	5,000	
Finance & Business Support Team (5 FTE)	209,000	191,583	152,285	(39,299)	169,500	(39,500)	Includes Programme Manager & new P/T Acs Mgr
Employer's NICs	195,700	179,392	143,361	(36,031)	158,870	(36,830)	
Employer's Pension Contributions	195,000	178,750	113,969	(64,781)	125,970	(69,030)	
Staff Incentive Scheme / Pay increase	50,000	-	-	-	35,500	(14,500)	1% increase for eligible non-SCS inc above
<b>Seconded Staff Costs</b>							
Corporate Governance, Programme Manager (1.6 FTE) & Dir of Strategy	120,000	115,884	135,256	19,372	144,090	24,090	Corp Governance lead on secondment
Project Support (1.2 FTE)	94,000	94,000	85,266	(8,734)	85,270	(8,730)	Snr Property Mgr & Strategic Services Planner
	<b>2,188,622</b>	<b>1,969,454</b>	<b>1,710,435</b>	<b>(259,019)</b>	<b>1,902,393</b>	<b>(286,228)</b>	
<b>Interim (Agency) Staff Costs</b>							
HR and Payroll DCLG	167,378	167,378	240,013	72,635	262,888	95,510	New P/T Interim Project Manager in post til end March
	50,000	45,833	16,840	(28,994)	16,840	(33,160)	Recharges now confirmed with DCLG
	<b>217,378</b>	<b>213,211</b>	<b>256,853</b>	<b>43,641</b>	<b>279,728</b>	<b>62,350</b>	
<b>TOTAL PAY COSTS</b>	<b>2,550,000</b>	<b>2,314,665</b>	<b>2,086,991</b>	<b>(227,674)</b>	<b>2,312,801</b>	<b>(237,199)</b>	
<b>Travel/Subsistence Expenses</b>							
Travel/Subsistence Expenses	40,000	36,667	23,155	(13,512)	26,500	(13,500)	To fund hire vehicle
Training	28,000	25,667	12,809	(12,858)	16,000	(12,000)	
Other Staff Costs (Prof Subs/PPE etc)	10,000	9,167	3,405	(5,762)	4,900	(5,100)	
Lease North Kent Police Station	172,000	157,667	158,222	555	172,580	580	
Casual Room Hire / Refreshments	44,000	40,333	31,357	(8,976)	37,000	(7,000)	
Vehicle hire	3,000	2,750	7,446	4,696	8,800	5,800	Funded by savings on staff travel
Accounting System (SAGE)	5,000	4,583	330	(4,253)	10,360	5,360	Upgrade due by year end
Office Systems / DCLG Network/ Email	36,000	33,000	35,428	2,428	36,000	-	
Telephony / IT	95,000	87,083	59,181	(27,902)	80,000	(15,000)	
Website	2,000	2,000	2,063	63	2,500	500	
Consumables / Stationery / Postage	25,000	22,917	20,781	(2,135)	24,000	(1,000)	
Equipment Purchases	9,000	8,250	4,507	(3,743)	7,000	(2,000)	
<b>Planning Services</b>							
External Audit (National Audit Office)	200,000	183,333	153,642	(29,691)	200,000	-	
Internal Audit (Government Internal Audit Agency)	41,000	37,583	35,750	(1,833)	39,000	(2,000)	
Legal (general)	23,000	21,083	19,812	(1,271)	23,000	-	
Recruitment Advertising	15,000	13,750	7,476	(6,274)	12,000	(3,000)	
Public and Business Engagement - Comms	10,000	10,000	18,305	8,305	23,300	13,300	
Masterplanning	75,000	68,750	20,851	(47,899)	30,000	(45,000)	
Corporate Plan baseline studies	166,000	166,000	112,256	(53,744)	112,260	(53,740)	
Non capital project costs	-	-	65,118	65,118	70,000	70,000	To establish KPI baselines. HNT contributed £10k
Other Contracted Support (Procurement/HSE)	150,000	137,500	498,531	361,031	627,610	477,610	
Bank Charges	68,000	62,333	152,867	90,533	198,034	130,034	IPA visit/ SIDP/Accounting/VAT/Transport modelling
<b>TOTAL NON-PAY COSTS</b>	<b>1,219,000</b>	<b>1,132,250</b>	<b>1,444,691</b>	<b>312,441</b>	<b>1,762,643</b>	<b>543,643</b>	
Planning Fees income	(25,000)	(22,916.67)	(249,444)	(226,528)	(331,444)	(306,444)	Includes S106 contrib for Borough Officer role
<b>Grand Total - Grant In Aid Funded by DCLG</b>	<b>3,744,000</b>	<b>3,423,999</b>	<b>3,282,238</b>	<b>(141,761)</b>	<b>3,743,999</b>	<b>(0)</b>	

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

Total Budget (Gross) 3,769,000

budget set 3,744,000