

TRANSPORT FOCUS
SUMMARY OF BUDGETS FOR 2017-18

	2016-17 Forecast outturn at January 2017 £	Total Passenger and Road user representation £	2017-18 Passenger representation £	Road users representation £	Separately funded activities £
Expenditure					
Fixed Pay Costs					
Permanent staff	2,523,040	2,569,000	2,373,000	196,000	428,000
Contingent labour (interim managers and temporary staff)	245,570	102,000	63,000	39,000	-
Members Fees	145,580	123,000	110,000	13,000	-
Staff cost re-allocation	1,400	-	355,000	355,000	-
Total fixed pay costs	2,915,590	2,794,000	2,191,000	603,000	428,000
Fixed Overheads					
Property costs (rent, rates, cleaning and maintenance)	296,910	330,600	330,600	-	-
IT support and office equipment	381,210	404,050	404,050	-	-
Internal and external audit plus legal, property and HR advice	99,560	68,000	68,000	-	-
Bank charges	4,000	5,000	5,000	-	-
Fixed overhead re-allocation	- 112,520	- 76,700	- 226,300	149,600	76,700
Total Fixed Overheads	669,160	730,950	581,350	149,600	76,700
Total Fixed Pay and Overheads	3,584,750	3,524,950	2,772,350	752,600	504,700
Variable Overheads					
Travel and subsistence	133,590	155,600	107,750	47,850	36,500
Training, development and recruitment	54,050	68,500	61,000	7,500	3,500
Conferences and meetings	13,030	15,250	10,750	4,500	1,750
Publications & Printing	14,700	8,500	5,500	3,000	-
Media and reporting	109,620	60,550	38,150	22,400	100
Telephones	42,300	38,800	34,800	4,000	3,100
Postage and stationery	16,330	15,200	14,200	1,000	150
Staff welfare (Health and safety, staff medicals, and kitchen supplies)	7,870	6,700	6,550	150	1,200
External support	19,200	9,500	9,500	-	-
Depreciation	26,400	26,500	26,500	-	-
Variable overhead re-allocation	-	-	-	-	-
Total variable Overheads	437,090	405,100	314,700	90,400	46,300
Total Running Costs	4,021,840	3,930,050	3,087,050	843,000	551,000
Projects					
National transport user surveys					
National rail passenger survey	1,066,500	722,000	722,000	-	-
Bus passenger survey	225,000	225,000	225,000	-	-
National road user satisfaction survey	325,000	326,000	-	326,000	-
Strategic road user survey	243,880	326,000	-	326,000	-
Total national transport user surveys	1,860,380	1,599,000	947,000	652,000	-
Research and other projects					
Projects	1,304,980	360,950	110,950	250,000	141,000
Contingency	20,000	20,000	20,000	-	-
Total research and other projects	1,324,980	380,950	130,950	250,000	141,000
Call Centre	103,500	135,000	135,000	-	-
Technical advice (Safety, Europe and rail technical support)	30,300	6,000	6,000	-	-
Total passenger and road user research and projects	3,319,160	2,120,950	1,218,950	902,000	141,000
Total net operating costs	7,341,000	6,051,000	4,306,000	1,745,000	692,000
Grant in aid	7,341,000	6,051,000	4,306,000	1,745,000	

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Notes on variances from 2016-17 Forecast Outturn

Fixed pay costs

The costs for 2017-18 reflect the full year savings of the new organisational structure introduced in 2016-17. In addition a number of vacancies have been covered by temporary staff in 2016-17 and it is anticipated that these posts will be filled on a permanent or contract basis where appropriate. In addition costs reflect additional staff costs to deal with the increase in the volume of appeal cases

Fixed overheads

The increase in rent and rates costs for 2017-18 reflects a rent review outcome for our London office, together with the increase in rates for both offices

The increase in IT costs in 2017-18 is due to the inclusion of anticipated transition costs following the retendering of the IT support contract in 2017-18

Variable overheads

Travel and subsistence costs for 2016-17 reflected the impact of the structural changes which resulted in less travel in the early part of the year. The 2017-18 budget reflects the level of travel anticipated for the year.

Training, development and recruitment costs for 2017-18 reflect the anticipated replacement of temporary appointments

Media and reporting costs for 2017-18 reflect the actions taken in 2016-17 to reduce the increasing costs of the press cuttings service.

External support costs for 2016-17 reflect advice on consumer rights, and a number of human resource matters, which are not anticipated to be repeated in 2017-18

Project costs

National rail passenger survey costs for 2017-18 are lower than 2016-17 following a retendering of the services. In addition during 2016-17 there were transition costs to the new supplier and costs associated with technical changes to the survey

Call centre costs for 2017-18 reflect the significant increase in appeal cases in 2016-17 which we anticipate will continue.

Technical advice costs for 2017-18 are forecast to be lower than 2016-17 as we reduce the amount of advice we purchase.

The remaining projects cost budgets reflect the reduction in the available funding for 2017-18.