

Council, 22 March 2017

Budget for 2017-18

Executive summary and recommendations

### **Introduction**

HCPC's proposed budget for the year ending 31 March 2018 is attached, including the calculation of the target minimum level of cash in accordance with the Reserves Policy.

### **Decision**

The Council is asked to approve the budget for the year ending 31 March 2018.

### **Background information**

See Appendix 1

### **Resource implications**

None.

### **Financial implications**

HCPC income and expenditure for the year ending 31 March 2018.

### **Appendices**

Appendix 1 Background information

Appendix 2 Budget schedules for the year ending 31 March 2018

### **Date of paper**

13 March 2017

## Appendix 1: Background information

### 1. Process for development of the budget

- 1.1. EMT met to discuss outline workplans and major projects for 2017-18 in November 2016. Based on those plans, first draft budgets were prepared, and delivered to Finance in mid December. The first draft expenditure budgets and the initial income estimates were reviewed before Christmas, and an iterative process followed to refine departmental budget bids leading up to an EMT off site meeting in February 2017 at which the departmental budgets were agreed for submission to Council.
- 1.2. The budget reflects departmental workplans which set out the objectives and priorities for each department, and the required resources.

### 2. Fee income

- 2.1. Budgeted fee income is £33.4m, which is a £1.9m / 6% increase on the 2016-17 Month 9 forecast. Budgeted income is a product of the registrant number forecast last updated in February 2017 and the fees applicable to each profession.
- 2.2. Although the current £90 renewal fee has applied to all new entrants to the Register after 1 August 2015, professionals who were already on the Register before 1 August 2015 only start to pay the £90 fee with effect from the first biennial renewal date after 1 August 2015. Ten professions are already paying the £90 renewal fee and the remaining six professions (Clinical Scientists, Orthoptists, Paramedics, Practitioner Psychologists, Prosthetists & Orthotists and Speech & Language Therapists) will start paying the £90 fee during 2017-18.
- 2.3. Budgeted income has been analysed by profession and by income type, to enable validation of budgeted renewal fees against a simple expected percentage change generated from the change in the weighted fee payable by profession plus the simple change in profession numbers. That validation is shown in the table on page 8 in Appendix 2.

### 3. Expenditure

- 3.1. The budget shows a £2.2m / 7% overall increase in operating costs, from £31.6m in the 2016-17 Month 9 forecast to £33.8m.
- 3.2. The operating cost element of the Major Projects budget for 2017-18 is £1,487k. The 2016-17 Month 9 forecast operating costs on Major Projects was £497k, so Major Projects represent £990k of the year on year increase in total expenditure. The main elements within the Major Projects budget for 2017-18 are as follows. An outline of each of the projects is included in the Operations Department workplan.

Project name	2017-18 Budget			2016-17 Month 9 Forecast		
	Opex £000	Capex £000	Total £000	Opex £000	Capex £000	Total £000
HR & Partners	32	177	209	160	346	506
Registration Transformation	410	643	1,053	180	559	739
186 KPR Refurbishment	899	1,851	2,750	27	220	247
Website review and build	94	377	471	38	68	106
Education system change	3	66	69	-	-	-
FTP CMS Review	29	-	29	-	-	-
Other projects	20	39	59	92	68	135
<b>Total</b>	<b>1,487</b>	<b>3,153</b>	<b>4,640</b>	<b>497</b>	<b>1,261</b>	<b>1,733</b>

3.3. As has been noted in previous Council meetings, the budgets for Major Projects are inherently uncertain, and normally more likely to be overstated (relative to actual costs) than understated. Unlike departmental budgets, there is no business as usual baseline to use in setting project budgets. Project budgets are usually prepared before the procurement process has started, and include a contingency. The phasing of project costs is based on the best case scenario for the project timetable, so as to ensure that funds are available if all projects proceed to the best case timetable; but this means that when project timetables slip, the overall project budget for the year will be underspent. However, this year, the largest project by value is the 186 KPR refurbishment. The budget for that project is based on the tender of the preferred bidder, and the project will certainly complete during the financial year.

3.4. Small departmental project costs of £254k have been taken out of individual budgets, and shown as an aggregate figure on the face of the Income & expenditure report. This is to allow better review of the total project spend and the total business as usual spend in the budget setting process. Once approved, small project budgets will be added to departmental business as usual budgets. The breakdown by department is as follows:

Department	2017-18 Budget £000	2016-17 Month 9 Forecast £000
Adjudication	5	5
Education	5	3
Finance	44	-
IT	85	74
Operations	15	16
Registration	40	-
Communication	60	-
<b>Total</b>	<b>254</b>	<b>98</b>

3.5. Other departments whose budgets are increasing by more than £100k are:

3.5.1. Council, Committees & PLG – £127k increase compared to 2016-17 Month 9 forecast. This includes £48k internal audit fees moved from the Finance

budget to reflect that internal audit reports to the Audit Committee. Travel, subsistence and tax for council members are also expected to increase, as a result of new council members and longer travel distances.

- 3.5.2. Office Services - £215k / 8% increase relative to 2016-17 Month 9 forecast. £131k of the rise is the result of an expected increase of 26% in business rates. Building refurbishment budget has nearly doubled, from £43k in 2016-17 to £83k in 2017-18. This is mainly made up of an extension to the server room and other work as a result of the flood in the basement of 184 Kennington Park Road. The budget also includes an extra £20k on professional fees for compliance work on Health and safety, fire, water and waste.
- 3.5.3. Human Resources - £197k increase relative to 2016-17 Month 9 forecast. This includes £60k additional payroll cost for maternity cover arrangements. Recruitment fees are £30k higher than 2016-17 forecast, this is due to higher staff turnover and difficulty in recruiting expected for the year. Payroll contingency amounts to £25k, this was £nil in the Month 9 reforecast. The budget for all employee away day was transferred from Communication to Human Resources, and as a result of the HR & Partner project, external payroll processing fees have also been transferred from Finance to Human Resources, these account for £50k of the total HR budget.
- 3.5.4. Human Resources Partners - £120k increase compared to 2016-17 Month 9 Reforecast. This is partly due to higher training costs as a result of turnover in partners, which has increased by £62k compared to 2016-17. During the year the department is aiming to recruitment approx. 100 new partners, this is partly due to the 8 year replacement rule and partly due to an increase in workload. Partner expenses are also increasing by £40k as part of the increase in training events.
- 3.5.5. IT - £183k increase relative to 2016-17 Month 9 forecast. This includes £115k increase in licensing fees primarily as a result of the phase 1 of the Registration project going live. Payroll costs (including NI and pension) have also increased by £71k as a result of the new post in the infrastructure team.
- 3.6. Budgeted salary costs assume a 1.9% pay award. The pay award approved by the Remuneration Committee provides for increases between 0% to 2.5% dependent on the individual's position on the pay scale for his/her grade, and the average award is 1.9%.
- 3.7. Other key assumptions used in setting departmental budgets are as follows. For further explanation see the Fitness to Practise and Education department workplans.

	Budget assumption 2017-18	Budget assumption 2016-17
<b>Fitness to Practise</b>		
Complaints received, as a percentage of the register	0.64%	0.62%

	<b>Budget assumption 2017-18</b>	<b>Budget assumption 2016-17</b>
Case to answer rate: percentage of cases reviewed by an Investigating Committee Panel which the Panel concludes should proceed to a final hearing	65%	58%
Cases considered at ICP	693	771
Cases referred for final hearing	433	442
Average length of final hearing (days)	3	3
<b>Education</b>		
Approval visits	60	60
Annual monitoring assessment days	12	14
Major change assessments	249	163
Concerns submissions	8	8

3.8. No adjustments have been made to either income or planned expenditure as a result of the expected transfer of social workers to a new regulator. The government has not yet provided detail of its proposals. The earliest expected transfer date is 1 September 2018, which falls in the following financial year. We anticipate that any costs HCPC incurs in preparation for the transfer will be funded by a government grant, so the net effect on our budget will be nil.

#### **4. Surplus / (deficit)**

4.1. The overall position is a budgeted deficit for 2017-18 of £366k, just over 1% of expenditure. The deficit is after allocating £1.5m for major projects operating costs, of which £0.9m is for the 186 KPR project. In 2018-19 we expect that major project spending would be at more normal levels and therefore, subject to the timing of the transfer of social workers, our budget would show a small surplus.

4.2. We aim to break even over the long term, but we are not required by legislation or our own code of corporate governance to set a break even budget every year. We can budget for a deficit in a given year providing that Council is satisfied that our finances are sustainable. We budgeted for a small deficit in 2016-17 but our forecast now indicates a small surplus. We have recorded small surpluses every year since 2011-12.

4.3. As in previous years, we have not budgeted for investment income / bank deposit interest. We aim to break even balancing fee income against total operating costs including depreciation, which ensures that over the long term, capital expenditure is funded from fee income. Bank interest provides a form of contingency, and helps to maintain the real terms value of our reserves. Other than Major Projects and a small contingency within the HR budget, departments do not hold explicit contingency budgets, and there is no central expenditure contingency.

#### **5. Capital expenditure**

5.1. Total budgeted capital expenditure is £3,278k, including £3,153k on projects, detailed in the table at point 3.3 above.

## **6. Cash flow and balance sheet**

- 6.1. The cashflow forecast shows a net cash outflow for the year of £1,020k. The cash flow graph shows that the expected low point of the cash balance during 2017-18 is £12.5m, in July 2017.
- 6.2. We have based the forecast balance sheets at 31 March 2017 and 31 March 2018 on the 2016-17 month 9 forecast, reported to Council in February 2017.
- 6.3. We are required to revalue freehold land and buildings each year for our statutory accounts. The valuation as at 31 March 2017 has been commissioned but is not yet available, the balance sheets therefore do not include adjustment to the 31 March 2017 valuation.

## **7. Reserves**

- 7.1. HCPC's Reserves Policy, approved at the May 2014 Council meeting, is as follows:

*HCPC is required to meet its costs from the fees charged to registrants and so must manage its finances on a sustainable basis. In order to ensure financial sustainability, HCPC will hold a minimum level of cash. The target minimum level of cash will represent 3 months of budgeted operating expenses.*

*The minimum level of cash will inform the annual budget setting process, helping to ensure that budgets are sustainable, and will be reported to Council as part of the proposed budget for each financial year.*

- 7.2. Based on the 2017-18 budget, three months of operating expenditure (excluding depreciation) is £8.4m.
- 7.3. The forecast cash flow chart indicates that we will be comfortably above the minimum level of cash required by the reserves policy throughout 2017-18.

## **8. Conclusions and recommendation**

- 8.1. The budgeted deficit for 2017-18 of £366k reflects higher than normal project spend, because of the 186 KPR refurbishment project. Excluding that item, the budget would show a small surplus, in line with the actual small surpluses realised in previous years. Cash balances will remain comfortably above the reserves policy minimum throughout the year. Therefore the budget meets the requirement to manage our finances sustainably.
- 8.2. The Executive recommends that Council approves the budget.

**APPENDIX 2**

**HEALTH AND CARE PROFESSIONS COUNCIL**

**2017-18 DRAFT BUDGET  
BUDGET SCHEDULES**

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
INCOME AND EXPENDITURE**

	<b>Budget 2016-17 £</b>	<b>M9 Reforecast 2016-17 £</b>	<b>M6 Reforecast 2016-17 £</b>	<b>Budget 2016-17 £</b>	<b>Variance 2017-18 budget to 2016-17 budget</b>		<b>Variance 2017-18 budget to M9 Reforecast 2016-17</b>		
					<b>£</b>	<b>%</b>	<b>£</b>	<b>%</b>	
<b>INCOME</b>									
Graduate Registration Fees	1,860,788	1,714,821	1,714,821	1,693,787	167,001	10%	145,967	9%	
Readmission fees	214,318	192,637	342,637	356,752	(142,434)	(40%)	21,681	11%	
Renewal Fees	28,480,891	26,505,656	26,505,476	26,536,000	1,944,891	7%	1,975,235	7%	
International scrutiny fees	1,824,911	1,993,487	1,993,487	1,544,684	280,227	18%	(168,576)	(8%)	
UK scrutiny fees	1,026,070	1,053,115	1,053,115	959,823	66,246	7%	(27,045)	(3%)	
<b>TOTAL INCOME</b>	<b>33,406,977</b>	<b>31,459,716</b>	<b>31,609,536</b>	<b>31,091,046</b>	<b>2,315,931</b>	<b>7%</b>	<b>1,947,261</b>	<b>6%</b>	
<b>EXPENDITURE</b>									
<b>Department Expenses</b>									
Chair	100,720	94,418	95,948	96,999	(3,721)	(4%)	(6,302)	(7%)	
Chief Executive	357,202	390,316	385,066	379,573	22,372	6%	33,114	8%	
Council, Committees & PLG	303,179	176,368	181,262	222,963	(80,217)	(36%)	(126,812)	(72%)	
Communications	1,151,336	1,126,603	1,240,078	1,285,841	134,505	10%	(24,733)	(2%)	
Education	1,173,618	1,125,760	1,139,502	1,229,017	55,399	5%	(47,858)	(4%)	
Office Services	2,921,188	2,706,386	2,715,647	2,710,638	(210,550)	(8%)	(214,802)	(8%)	
Finance	802,138	793,631	804,331	856,356	54,218	6%	(8,507)	(1%)	
Fitness to Practise	14,791,239	14,778,130	14,513,281	13,351,668	(1,439,570)	(11%)	(13,109)	(0%)	
Human Resources	997,163	800,390	835,178	900,693	(96,470)	(11%)	(196,773)	(25%)	
Human Resources Partners	436,219	333,721	330,537	379,757	(56,462)	(15%)	(102,498)	(31%)	
IT Department	2,192,720	2,010,158	1,944,830	2,026,822	(165,899)	(8%)	(182,563)	(9%)	
Operations Office	629,281	670,451	671,121	794,171	164,890	21%	41,171	6%	
Policy & Standards	446,946	404,819	403,720	451,531	4,585	1%	(42,127)	(10%)	
Major Projects	1,486,909	497,104	993,232	1,357,297	(129,612)	(10%)	(989,805)	(199%)	
Registration	3,619,452	3,711,816	3,692,163	3,446,833	(172,619)	(5%)	92,364	2%	
Secretariat	272,381	229,933	237,191	242,828	(29,553)	(12%)	(42,448)	(18%)	
<b>Other Expenses</b>									
Depreciation Expense	905,736	855,353	855,353	796,319	(109,417)	(14%)	(50,382)	(6%)	
PSA Levy	878,682	858,973	858,973	860,000	(18,682)	(2%)	(19,709)	(2%)	
Apprenticeship Levy	35,337	-	-	-	(35,337)	0%	(35,337)	0%	
Small projects	254,156	-	-	-	(254,156)	0%	(254,156)	0%	
<b>Operating Expenses</b>	<b>33,755,601</b>	<b>31,564,331</b>	<b>31,897,415</b>	<b>31,389,307</b>	<b>(2,366,295)</b>	<b>(8%)</b>	<b>(2,191,271)</b>	<b>(7%)</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(348,624)</b>	<b>(104,615)</b>	<b>(287,879)</b>	<b>(298,260)</b>	<b>(50,364)</b>		<b>(244,009)</b>		
<b>Other Income</b>									
Investment Income		152,420	152,420				(152,420)		
<b>TOTAL SURPLUS/(DEFICIT)</b>	<b>(348,624)</b>	<b>47,805</b>	<b>(135,459)</b>	<b>(298,260)</b>	<b>(50,364)</b>		<b>(396,429)</b>		



**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
INCOME BY PROFESSION**

	Budget	Month 9 Reforecast	Month 6 Reforecast	Budget	Variance 2017-18 Budget to 2016-17 Budget		Variance 2017-18 Budget to 2016-17 Reforecast	
	2017-18	2016-17	2016-17	2016-17	£	%	£	%
	£	£	£	£				
Arts Therapists	373,085	333,848	333,848	339,938	33,147	10%	39,236	12%
Biomedical Scientists	2,184,114	2,129,535	2,129,535	2,201,226	(17,112)	(1%)	54,579	3%
Chiropodists/ Podiatrists	1,187,631	1,134,634	1,134,634	1,155,974	31,657	3%	52,997	5%
Clinical Scientists	511,640	459,132	459,132	457,303	54,337	12%	52,508	11%
Dieticians	901,268	850,423	850,423	860,769	40,499	5%	50,845	6%
Hearing Aid Dispensers	244,008	214,829	214,829	214,345	29,663	14%	29,179	14%
Occupational Therapists	3,602,002	3,475,700	3,475,700	3,492,170	109,832	3%	126,302	4%
Operating Department Practitioners	1,184,245	1,084,097	1,084,097	1,067,825	116,420	11%	100,149	9%
Orthoptists	128,484	116,494	116,494	113,333	15,151	13%	11,990	10%
Paramedics	2,259,362	2,076,217	2,076,217	1,941,213	318,149	16%	183,145	9%
Physiotherapists	5,368,121	5,082,111	5,082,111	5,028,000	340,121	7%	286,010	6%
Practitioner Psychologists	2,114,043	1,867,382	1,867,382	1,835,850	278,193	15%	246,661	13%
Prosthetists & Orthotists	98,267	92,006	92,006	85,859	12,408	14%	6,261	7%
Radiographers	3,257,503	3,147,715	3,147,715	2,997,758	259,745	9%	109,788	3%
Speech & Language Therapists	1,444,529	1,332,338	1,332,338	1,323,350	121,179	9%	112,190	8%
Social Workers	8,548,677	8,063,255	8,213,075	7,976,133	572,544	7%	485,422	6%
<b>TOTAL INCOME</b>	<b>33,406,977</b>	<b>31,459,716</b>	<b>31,609,536</b>	<b>31,091,046</b>	<b>2,315,931</b>	<b>7%</b>	<b>1,947,261</b>	<b>6%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
GRADUATE FEE INCOME BY PROFESSION**

	Budget 2017-18 £	Budget 2016-17 £	Variance 2017-18 Budget to 2016-17 Budget	
			£	%
Arts Therapists	38,963	18,710	20,253	108%
Biomedical Scientists	85,133	121,557	(36,424)	(30%)
Chiropodists	41,342	65,652	(24,310)	(37%)
Clinical Scientists	34,588	24,520	10,068	41%
Dieticians	50,111	44,679	5,432	12%
Hearing Aid Dispensers	32,603	11,087	21,516	194%
Occupational Therapists	170,470	194,379	(23,909)	(12%)
Operating Department Practitioners	65,392	60,638	4,754	8%
Orthoptists	7,385	6,443	942	15%
Paramedics	166,425	99,339	67,086	68%
Physiotherapists	232,478	265,936	(33,458)	(13%)
Practitioner Psychologists	124,022	99,130	24,893	25%
Prosthetists & Orthotists	4,957	4,774	183	4%
Radiographers	175,051	158,582	16,469	10%
Speech & Language Therapists	78,625	70,239	8,387	12%
Social Workers	553,243	448,122	105,120	23%
<b>TOTAL INCOME</b>	<b>1,860,788</b>	<b>1,693,787</b>	<b>167,001</b>	<b>10%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
RENEWAL FEE INCOME BY PROFESSION**

	Budget 2017-18 £	Budget 2016-17 £	Variance 2017-18 Budget to 2016-17 Budget	
			£	%
Arts Therapists	301,742	293,129	8,613	3%
Biomedical Scientists	1,929,664	1,904,399	25,265	1%
Chiropodists	1,100,063	1,028,555	71,508	7%
Clinical Scientists	424,991	384,152	40,839	11%
Dieticians	752,441	699,966	52,475	7%
Hearing Aid Dispensers	181,495	173,690	7,805	4%
Occupational Therapists	3,153,683	3,045,266	108,417	4%
Operating Department Practitioners	1,066,914	949,996	116,917	12%
Orthoptists	112,790	100,938	11,852	12%
Paramedics	1,802,200	1,556,312	245,887	16%
Physiotherapists	4,465,255	4,166,332	298,924	7%
Practitioner Psychologists	1,787,885	1,553,032	234,852	15%
Prosthetists & Orthotists	83,417	74,791	8,626	12%
Radiographers	2,660,733	2,484,452	176,281	7%
Speech & Language Therapists	1,233,753	1,100,406	133,347	12%
Social Workers	7,423,865	7,020,584	403,281	6%
<b>TOTAL INCOME</b>	<b>28,480,891</b>	<b>26,536,000</b>	<b>1,944,891</b>	<b>7%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
RENEWAL FEE INCOME BY PROFESSION**

**Validation of registration and renewal income budget**

	Weighted fee 2017-18	Weighted fee 2016-17	Change in weighted fee %	Registrant numbers 31/3/18	Registrant numbers 31/3/17	Simple change in Registrant numbers %	Combined simple expectation of change in income %	Actual change in budgeted income(Graduate fee + Renewal fee) %
Arts Therapists	£ 90.00	£ 87.67	3%	4,338	4,072	7%	9%	9%
Biomedical Scientists	£ 90.00	£ 90.00	0%	23,489	23,590	0%	0%	(1%)
Chiropodists	£ 90.00	£ 86.67	4%	13,223	13,248	0%	4%	4%
Clinical Scientists	£ 85.00	£ 80.00	6%	5,916	5,764	3%	9%	12%
Dieticians	£ 90.00	£ 87.50	3%	9,589	9,208	4%	7%	8%
Hearing Aid Dispensers	£ 90.00	£ 86.67	4%	2,867	2,524	14%	18%	16%
Occupational Therapists	£ 90.00	£ 90.00	0%	39,237	38,452	2%	2%	3%
Operating Department Practitioners	£ 90.00	£ 83.33	8%	13,602	13,015	5%	13%	12%
Orthoptists	£ 85.83	£ 80.00	7%	1,501	1,465	2%	10%	12%
Paramedics	£ 85.83	£ 80.00	7%	25,325	23,060	10%	18%	19%
Physiotherapists	£ 90.00	£ 88.83	1%	55,248	52,744	5%	6%	6%
Practitioner Psychologists	£ 88.33	£ 80.00	10%	23,425	22,412	5%	15%	16%
Prosthetists & Orthotists	£ 85.00	£ 80.00	6%	1,107	1,092	1%	8%	11%
Radiographers	£ 90.00	£ 90.00	0%	33,139	32,118	3%	3%	7%
Speech & Language Therapists	£ 85.00	£ 80.00	6%	16,537	16,182	2%	9%	12%
Social Workers	£ 90.00	£ 83.33	8%	96,272	96,238	0%	8%	7%

This table validates the budgeted registration and renewal fee income for 2017-18 by comparing it to a simple expectation made up of the percentage change in the weighted fee (3rd column from left) plus the approximate change in registrant numbers (3rd column from right - change in number during 2017-18 as a percentage of number at 31/3/17).

That combined percentage, the simple expectation, is shown in the 2nd column from the right, and the actual change in budgeted income is shown in the right hand column. The two percentages are within 2% of each other in all cases except Clinical Scientists, Prosthetists & Orthotists, Radiographers and Speech & Language Therapists.

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
READMISSION FEE INCOME BY PROFESSION**

	Budget 2017-18 £	Budget 2016-17 £	Variance 2017-18 Budget to 2016-17 Budget	
			£	%
Arts Therapists	1,647	5,196	(3,549)	(68%)
Biomedical Scientists	19,147	15,551	3,596	23%
Chiropodists	5,311	17,755	(12,444)	(70%)
Clinical Scientists	4,723	3,688	1,034	28%
Dieticians	3,735	12,097	(8,362)	(69%)
Hearing Aid Dispensers	1,077	3,185	(2,108)	(66%)
Occupational Therapists	31,963	25,064	6,899	28%
Operating Department Practitioners	5,527	17,148	(11,621)	(68%)
Orthoptists	1,216	956	260	27%
Paramedics	19,910	14,917	4,993	33%
Physiotherapists	21,456	69,728	(48,272)	(69%)
Practitioner Psychologists	18,422	14,585	3,837	26%
Prosthetists & Orthotists	897	707	190	27%
Radiographers	27,278	20,850	6,428	31%
Speech & Language Therapists	13,340	10,471	2,870	27%
Social Workers	38,669	124,855	(86,186)	(69%)
<b>TOTAL INCOME</b>	<b>214,318</b>	<b>356,752</b>	<b>(142,434)</b>	<b>(40%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
INTERNATIONAL SCRUTINY FEE INCOME BY PROFESSION**

	Budget 2017-18 £	Budget 2016-17 £	Variance 2017-18 Budget to 2016-17 Budget	
			£	%
Arts Therapists	9,545	3,801	5,744	151%
Biomedical Scientists	98,097	117,219	(19,122)	(16%)
Chiropodists	16,991	22,181	(5,190)	(23%)
Clinical Scientists	27,821	23,866	3,954	17%
Dieticians	69,622	80,919	(11,298)	(14%)
Hearing Aid Dispensers	11,061	13,494	(2,432)	(18%)
Occupational Therapists	141,906	128,700	13,206	10%
Operating Department Practitioners	5,331	3,465	1,866	54%
Orthoptists	2,228	990	1,238	125%
Paramedics	174,267	204,629	(30,363)	(15%)
Physiotherapists	531,708	419,754	111,954	27%
Practitioner Psychologists	115,915	108,081	7,834	7%
Prosthetists & Orthotists	5,571	2,395	3,177	133%
Radiographers	304,716	251,427	53,289	21%
Speech & Language Therapists	71,760	96,192	(24,433)	(25%)
Social Workers	238,376	67,572	170,804	253%
<b>TOTAL INCOME</b>	<b>1,824,911</b>	<b>1,544,684</b>	<b>280,226</b>	<b>18%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
UK SCRUTINY FEE INCOME BY PROFESSION**

	Budget 2017-18 £	Budget 2015-16 £	Variance 2017-18 Budget to 2016-17 Budget	
			£	%
Arts Therapists	21,188	19,102	2,086	11%
Biomedical Scientists	52,073	42,501	9,572	23%
Chiropodists	23,923	21,831	2,093	10%
Clinical Scientists	19,518	21,076	(1,558)	(7%)
Dieticians	25,359	23,108	2,251	10%
Hearing Aid Dispensers	17,772	12,890	4,882	38%
Occupational Therapists	103,980	98,761	5,219	5%
Operating Department Practitioners	41,083	36,578	4,504	12%
Orthoptists	4,866	4,006	860	21%
Paramedics	96,561	66,015	30,546	46%
Physiotherapists	117,224	106,251	10,973	10%
Practitioner Psychologists	67,798	61,022	6,777	11%
Prosthetists & Orthotists	3,425	3,193	231	7%
Radiographers	89,724	82,446	7,278	9%
Speech & Language Therapists	47,050	46,042	1,008	2%
Social Workers	294,525	315,000	(20,475)	(7%)
<b>TOTAL INCOME</b>	<b>1,026,070</b>	<b>959,823</b>	<b>66,246</b>	<b>7%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
PAYROLL SUMMARY**

	Budget	Month 9	Month 6	Budget	Variance 2016-17 budget to 2015-16 budget		Variance 2016-17 budget to M9 Reforecast 2015-16	
	2017-18 £	Reforecast 2016-17 £	Reforecast 2016-17 £	2016-17 £	Variance £	Variance %	Variance £	Variance %
Chief Executive	272,802	292,565	292,565	288,873	16,071	6%	19,763	7%
Communications	673,273	654,411	664,728	654,841	(18,432)	(3%)	(18,862)	(3%)
Education	891,080	876,908	877,141	904,734	13,654	2%	(14,172)	(2%)
Office Services	332,860	321,832	315,583	327,464	(5,396)	(2%)	(11,028)	(3%)
Finance	496,638	497,627	496,717	526,877	30,239	6%	989	0%
Fitness to Practise	4,533,740	4,334,925	4,353,931	4,099,815	(433,925)	(11%)	(198,816)	(5%)
Human Resources	656,033	545,369	559,821	597,553	(58,480)	(10%)	(110,664)	(20%)
Human Resources Partners	125,546	127,066	124,968	132,760	7,214	5%	1,521	1%
IT Department	875,169	749,973	665,447	654,953	(220,217)	(34%)	(125,196)	(17%)
Operations Office	526,246	530,884	531,313	613,689	87,443	14%	4,638	1%
Policy & Standards	291,531	266,556	264,538	284,987	(6,544)	(2%)	(24,975)	(9%)
Major projects	162,615	162,615	197,978	259,797	97,182	37%	0	0%
Registration	1,922,036	1,950,699	1,974,645	1,957,985	35,949	2%	28,663	1%
Registration Appeals	157,441	172,376	160,750	143,759	(13,682)	(10%)	14,935	9%
Secretariat	239,691	208,653	207,314	201,393	(38,298)	(19%)	(31,037)	(15%)
	<b>12,156,700</b>	<b>11,692,460</b>	<b>11,687,439</b>	<b>11,649,479</b>	<b>(507,221)</b>	<b>(4%)</b>	<b>(464,240)</b>	<b>(4%)</b>



**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
HEADCOUNT SUMMARY**

	<b>Budget 2017-18 £</b>	<b>No. of new posts 2017-18 £</b>	<b>Budget 2016-17 £</b>
<b>Permanent FTEs</b>			
Chief Executive	2.0	0.0	2.0
Communications	14.2	0.0	14.0
Education	18.7	0.0	18.8
Office Services	8.0	0.0	8.0
Finance	10.0	0.0	11.0
Fitness to Practise	97.7	0.0	98.4
Human Resources	7.9	0.0	7.7
Human Resources Partners	3.2	0.0	3.4
IT Department	12.5	1.0	11.5
Operations Office	7.4	0.0	9.3
Policy & Standards	5.0	0.0	5.0
Major projects	0.0	0.0	-
Registration	58.2	0.0	57.9
Secretariat	4.5	0.0	4.4
		0.0	
<b>Total permanent FTEs</b>	<b>249.4</b>	<b>1.0</b>	<b>251.4</b>
<b>Fixed term contract FTEs</b>			
Education	2.0	2.0	0.0
Office Services	1.0	1.0	0.0
Fitness to Practise	15.0	13.0	2.0
Human Resources	1.0	1.0	0.0
Major projects	4.0	2.0	2.0
Registration	2.8	0.0	3.0
<b>Total permanent FTEs</b>	<b>25.8</b>	<b>19.0</b>	<b>7.0</b>
<b>Total FTEs</b>	<b>275.2</b>	<b>20.0</b>	<b>258.4</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2016-17 DRAFT BUDGET  
EXPENSES BY COST TYPE**

	Budget 2016-17 £	M9 Reforecast 2015-16 £	M6 Reforecast 2015-16 £	Budget 2015-2016 £	Variance 2017-18 budget to 2016-17 budget £	%	Variance 2017-18 budget to M9 Reforecast 2016-17 £	%
<b>Payroll</b>	<b>11,994,085</b>	<b>11,529,845</b>	<b>11,489,459</b>	<b>11,389,683</b>	<b>(604,402)</b>	<b>(5%)</b>	<b>(891,559)</b>	<b>(8%)</b>
<b>Non-Payroll Costs</b>								
Communications Subtotal	445,693	449,550	542,898	616,000	170,307	28%	3,857	1%
Computer Costs Subtotal	1,212,620	1,096,379	1,126,776	1,201,701	(10,919)	(1%)	(116,241)	(11%)
Council Comm. Costs Subtotal	333,713	246,965	258,048	201,023	(132,690)	(66%)	(86,749)	(35%)
Major Projects	1,486,909	497,105	993,232	1,357,298	(129,611)	(10%)	(989,804)	(199%)
Office Services Subtotal	1,759,195	1,781,107	1,764,223	1,719,209	(39,986)	(2%)	21,912	1%
Partners Subtotal	5,293,284	5,313,454	5,135,219	4,480,051	(813,233)	(18%)	20,170	0%
Professional Fees Subtotal	6,089,342	6,039,863	6,003,065	5,752,540	(336,802)	(6%)	(49,479)	(1%)
Property Services Subtotal	1,970,668	1,797,535	1,761,535	1,858,224	(112,444)	(6%)	(173,133)	(10%)
Small Projects Subtotal	254,156	96,727	101,459	155,500	(98,656)	(63%)	(157,429)	(163%)
Specific Dept Costs Subtotal	1,808,684	1,652,412	1,661,589	792,719	(1,015,965)	(128%)	(156,272)	(9%)
Travel & Subsistence Subtotal	201,516	208,037	204,557	209,039	7,523	4%	6,521	3%
	<b>20,855,780</b>	<b>19,179,133</b>	<b>19,552,603</b>	<b>18,343,304</b>	<b>(2,512,476)</b>	<b>(14%)</b>	<b>(1,676,648)</b>	<b>(9%)</b>
<b>Total Costs</b>	<b>32,849,865</b>	<b>30,708,978</b>	<b>31,042,062</b>	<b>29,732,987</b>	<b>(3,116,878)</b>	<b>(10%)</b>	<b>(2,568,207)</b>	<b>(8%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET**

**CAPITAL EXPENDITURE**

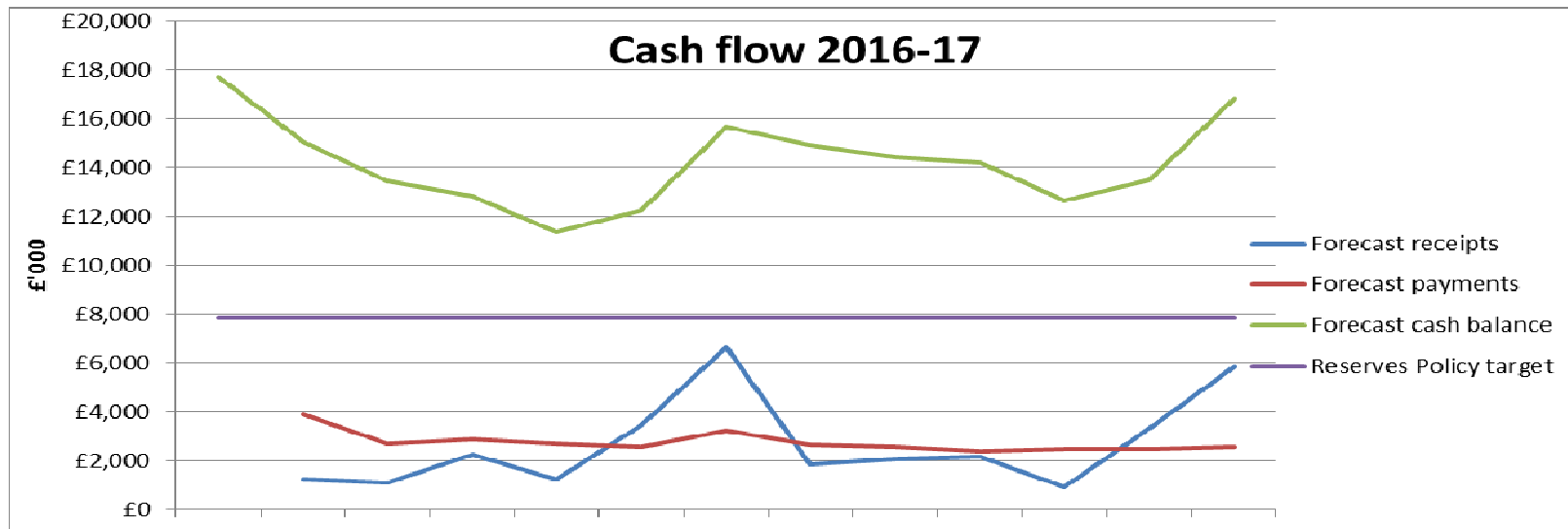
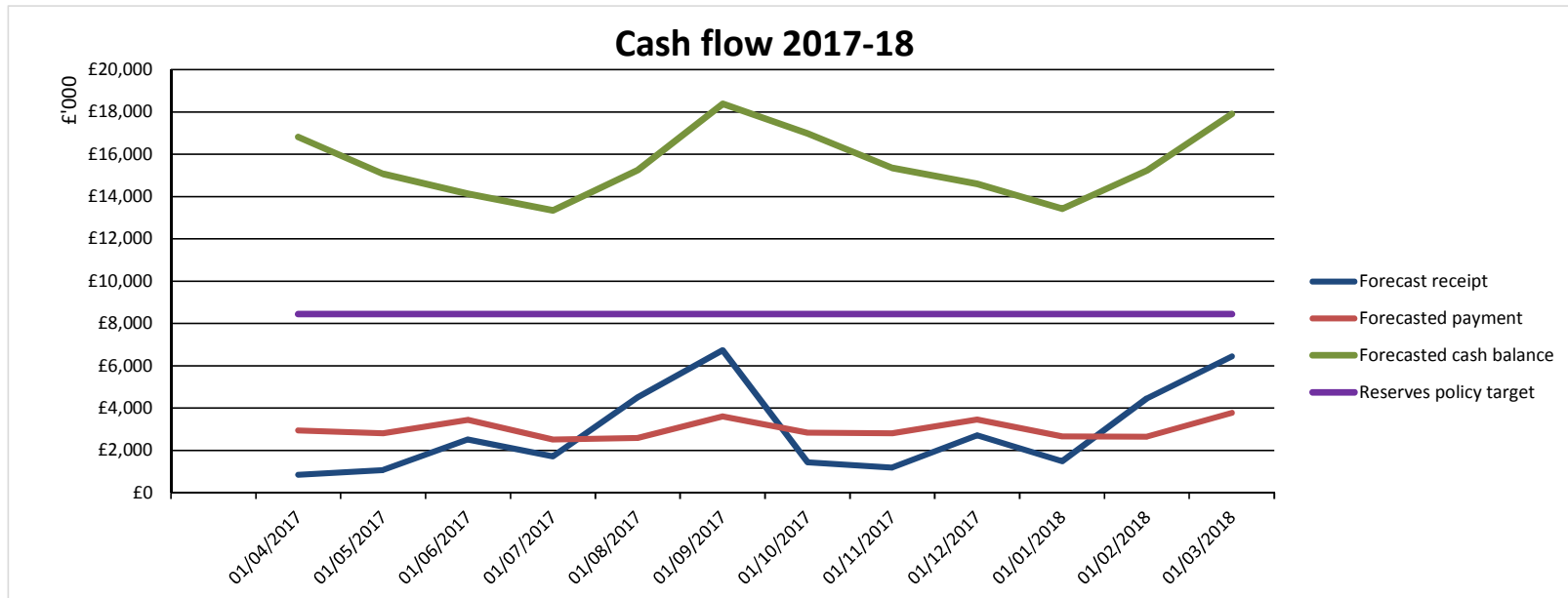
	Budget 2017-18 £	Forecast 2016-17 £	Budget 2016-17 £
<u>Project expenditure</u>	<b>3,152,951</b>	<b>1,311,834</b>	<b>2,438,289</b>
<u>Computer Equipment</u>			
Software licences upgrades, new starters, new software	-	30,782	13,570
Hardware new services	92,228	37,627	70,000
Office equipment		(2,760)	
	<b>92,228</b>	<b>65,649</b>	<b>83,570</b>
<b>Total Capital expenditure</b>	<b>3,245,179</b>	<b>1,377,483</b>	<b>2,521,859</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
Cash Flow Statement**

	<b>Budget 2017-18 £</b>	<b>Forecast 2016-17 £</b>	<b>Budget 2016-17 £</b>
<b>Cash flows from operating activities</b>			
Operating surplus/(deficit)	(348,624 )	(104,615)	(298,260 )
Depreciation and amortisation	905,736	855,353	796,319
Decrease/(increase) in debtors & prepayments	(17,574 )	(184,976)	0
Increase/(decrease) in creditors	0	(278,955)	0
(Decrease)/increase in deferred income	1,685,316	2,245,284	1,103,458
<b>Net cash in/(out)flow from operating activities</b>	<b><u>2,224,854</u></b>	<b><u>2,532,092</u></b>	<b><u>1,601,517</u></b>
<b>Return on investments and servicing of finance</b>			
Investment income	0	152,420	0
<b>Capital expenditure and financial investments</b>			
Purchase of tangible and intangible assets	(3,245,179 )	(1,377,483 )	(2,521,859 )
<b>Increase in cash</b>	<b><u>(1,020,325 )</u></b>	<b><u>1,307,029</u></b>	<b><u>(920,342 )</u></b>
Opening cash	18,922,361	17,615,332	17,615,332
Closing cash	17,902,036	18,922,361	16,694,990
<b>Cash movement</b>	<b><u>(1,020,325 )</u></b>	<b><u>1,307,029</u></b>	<b><u>(920,342 )</u></b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET**

**Cash Flow Graph**



**HEALTH AND CARE PROFESSIONS COUNCIL  
STATEMENT OF FINANCIAL POSITION AT 31 MARCH**

	Budget 2018 £	Forecast 2017 £	Budget 2017 £	Actual 2016 £
<b>Non current assets</b>	9,315,223	6,975,780	8,179,193	6,453,648
<b>Current assets</b>				
Other Current Assets	1,800,446	1,782,870	1,597,896	1,597,897
Cash and cash equivalents	17,902,036	18,922,361	16,694,990	17,615,332
<b>Total assets</b>	<b>29,017,705</b>	<b>27,681,012</b>	<b>26,472,079</b>	<b>25,666,877</b>
<b>Current liabilities</b>				
Trade and Other Payables	329,697	329,697	506,583	506,583
Other Liabilities	1,798,859	1,798,859	1,900,927	1,900,927
Deferred Income	22,730,351	21,045,035	19,903,212	18,799,751
<b>Total liabilities</b>	<b>24,858,907</b>	<b>23,173,591</b>	<b>22,310,722</b>	<b>21,207,261</b>
<b>Total assets less liabilities</b>	<b>4,158,799</b>	<b>4,507,421</b>	<b>4,161,357</b>	<b>4,459,616</b>
<b>General fund</b>				
Brought forward	(3,917,597)	(3,869,790)	(3,453,398)	(3,455,565)
Period result	348,624	(47,805)	(118,133)	(414,225)
Carried forward	<b>(3,568,973)</b>	<b>(3,917,595)</b>	<b>(3,571,531)</b>	<b>(3,869,790)</b>
<b>Revaluation reserve</b>				
Brought forward	(589,826)	(589,826)	(589,826)	(485,826)
Gain on revaluation				(104,000)
Carried forward	<b>(589,826)</b>	<b>(589,826)</b>	<b>(589,826)</b>	<b>(589,826)</b>
<b>Total reserves</b>	<b>(4,158,799)</b>	<b>(4,507,421)</b>	<b>(4,161,357)</b>	<b>(4,459,616)</b>

HEALTH AND CARE PROFESSIONS COUNCIL  
 2017-18 DRAFT BUDGET  
 DEPARTMENT: CHAIR

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
	2017-18 £	2016-17 £	2016-17 £	2016-17 £	£	%	£	%
Conferences	3,000	0	1,000	2,500	(500)	(20%)	(3,000)	0%
Chair Fee	72,000	69,900	69,900	69,899	(2,101)	(3%)	(2,100)	(3%)
Chair Fares & Subsistence	25,000	23,590	24,000	24,000	(1,000)	(4%)	(1,410)	(6%)
Taxation	-	-	-	-	0	0%	0	0%
<b>Council Committee Costs Subtotal</b>	<b>100,000</b>	<b>93,490</b>	<b>94,900</b>	<b>96,399</b>	<b>(3,601)</b>	<b>(4%)</b>	<b>(6,510)</b>	<b>(7%)</b>
Mobile Phone & Blackberry	720	340	460	600	(120)	(20%)	(380)	(112%)
<b>Office Services Subtotal</b>	<b>720</b>	<b>340</b>	<b>460</b>	<b>600</b>	<b>(120)</b>	<b>(20%)</b>	<b>(380)</b>	<b>(112%)</b>
Other Professional Fees	-	588	588	-	-	0%	588	100%
<b>Professional Fees Subtotal</b>	<b>-</b>	<b>588</b>	<b>588</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>588</b>	<b>100%</b>
<b>Grand Total:</b>	<b>100,720</b>	<b>94,418</b>	<b>95,948</b>	<b>96,999</b>	<b>(3,721)</b>	<b>(4%)</b>	<b>(6,302)</b>	<b>(7%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL**  
**2017-18 DRAFT BUDGET**  
**DEPARTMENT: CHIEF EXECUTIVE**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget		M9 Reforecast 2016-17	
	£	£	£	£	£	%	£	%
Basic Pay-Permanent	226,951	217,274	217,274	219,272	(7,679)	(3.5%)	(9,677)	(4.5%)
Medical Insurance	5,000	7,151	7,151	6,000	1,000	16.7%	2,151	30.1%
NI ER-Permanent	27,234	28,446	28,446	30,260	3,025	10.0%	1,211	4.3%
Pension ER-Permanent	13,617	33,342	33,342	33,342	19,725	59.2%	19,725	59.2%
Temporary staff	0	6,353	6,353	0	0	0.0%	6,353	100.0%
<b>Payroll Subtotal</b>	<b>272,802</b>	<b>292,565</b>	<b>292,565</b>	<b>288,873</b>	<b>16,072</b>	<b>5.6%</b>	<b>19,763</b>	<b>6.8%</b>
Accommodation	6,000	2,500	2,500	5,000	(1,000)	(20.0%)	(3,500)	(140.0%)
Conferences & Lecturing	2,400	500	1,000	2,000	(400)	(20.0%)	(1,900)	(380.0%)
Fares	1,800	3,925	1,025	20,000	18,200	91.0%	2,125	54.1%
Subsistence & Others	3,600	3,360	2,481	4,000	400	10.0%	(240)	(7.1%)
EMT Travel & Subsistence	18,000	15,997	16,486	0	(18,000)	0.0%	(2,003)	(12.5%)
<b>Travel Subsistence Subtotal</b>	<b>31,800</b>	<b>26,282</b>	<b>23,492</b>	<b>31,000</b>	<b>(800)</b>	<b>(2.6%)</b>	<b>(5,518)</b>	<b>(21.0%)</b>
Mobile Phone & Blackberry	1,200	543	938	1,200	0	0.0%	(657)	(121.0%)
Postage	0	33	133	0	0	0.0%	33	100.0%
Printing & Stationery	3,600	6,435	2,860	5,000	1,400	28.0%	2,835	44.1%
<b>Office Services Subtotal</b>	<b>4,800</b>	<b>7,011</b>	<b>3,931</b>	<b>6,200</b>	<b>1,400</b>	<b>22.6%</b>	<b>2,211</b>	<b>31.5%</b>
Legal Advice	21,000	30,150	30,254	20,000	(1,000)	(5.0%)	9,150	30.3%
Other Professional Fees	6,000	2,500	2,500	5,000	(1,000)	(20.0%)	(3,500)	(140.0%)
<b>Professional Fees Subtotal</b>	<b>27,000</b>	<b>32,650</b>	<b>32,754</b>	<b>25,000</b>	<b>(2,000)</b>	<b>(8.0%)</b>	<b>5,650</b>	<b>17.3%</b>
PSA Levy	878,682	858,973	858,973	860,000	(18,682)	(2.2%)	(19,709)	(2.3%)
Apprenticeship Levy	35,337	-	-	-	(35,337)	0.0%	(35,337)	0.0%
EMT Training	16,500	28,390	28,015	20,000	3,500	17.5%	11,890	41.9%
Subscriptions	1,800	3,267	3,408	1,500	(300)	(20.0%)	1,467	44.9%
Training	2,500	150	900	2,000	(500)	(25.0%)	(2,350)	(1566.7%)
<b>Specific Department Costs Subtotal</b>	<b>934,819</b>	<b>890,780</b>	<b>891,297</b>	<b>883,500</b>	<b>(51,319)</b>	<b>(5.8%)</b>	<b>(44,039)</b>	<b>(4.9%)</b>
<b>Grand Total:</b>	<b>1,271,221</b>	<b>1,249,289</b>	<b>1,244,039</b>	<b>1,234,574</b>	<b>(36,647)</b>	<b>(3%)</b>	<b>(21,931)</b>	<b>(2%)</b>



**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: COUNCIL**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
	2017-18 £	2016-17 £	2016-17 £	2016-17 £	£	%	£	%
Conferences	8,000	3,750	4,250	2,500	(5,500)	(220%)	(4,250)	(113%)
Council & Committee Training	10,000	10,309	8,049	5,000	(5,000)	(100%)	309	3%
Council Meetings Fee	93,522	83,234	84,410	97,248	3,726	4%	(10,288)	(12%)
Council Meetings T&S	66,250	47,077	49,466	51,900	(14,350)	(28%)	(19,173)	(41%)
Taxation	55,941	8,128	15,673	44,375	(11,566)	(26%)	(47,813)	(588%)
<b>Council Committee Costs Subtotal</b>	<b>233,713</b>	<b>152,498</b>	<b>161,847</b>	<b>201,023</b>	<b>(32,690)</b>	<b>(16%)</b>	<b>(81,216)</b>	<b>(53%)</b>
Catering	2,370	4,879	4,817	2,440	70	3%	2,509	51%
<b>Office Services Subtotal</b>	<b>2,370</b>	<b>4,879</b>	<b>4,817</b>	<b>2,440</b>	<b>70</b>	<b>3%</b>	<b>2,509</b>	<b>51%</b>
Other Professional Fees	3,000	2,676	1,500	3,000	0	0%	(324)	(12%)
Internal audit	48,096	0	0	0	(48,096)	0%	(48,096)	0%
<b>Professional Fees Subtotal</b>	<b>51,096</b>	<b>2,676</b>	<b>1,500</b>	<b>3,000</b>	<b>(48,096)</b>	<b>(1603%)</b>	<b>(48,420)</b>	<b>(1809%)</b>
Appointments	16,000	16,315	13,098	16,500	500	3%	315	2%
Annual General Meeting	0	0	0	0	0	0%	0	0%
<b>Specific Department Costs Subtotal</b>	<b>16,000</b>	<b>16,315</b>	<b>13,098</b>	<b>16,500</b>	<b>500</b>	<b>3%</b>	<b>315</b>	<b>2%</b>
<b>Grand Total:</b>	<b>303,179</b>	<b>176,368</b>	<b>181,262</b>	<b>222,963</b>	<b>(80,216)</b>	<b>(36%)</b>	<b>(126,812)</b>	<b>(72%)</b>

HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: COMMUNICATIONS

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
	2017-18 £	2016-17 £	2016-17 £	2016-17 £	£	%	£	%
Basic Pay-Fixed Term Contract	0	1,370	0	0	0	0%	1,370	100%
Basic Pay-Permanent	570,570	554,973	562,665	550,983	(19,587)	(4%)	(15,597)	(3%)
NI ER-Fixed Term Contract	0	96	0	0	0	0%	96	100%
NI ER-Permanent	68,468	61,715	64,396	66,118	(2,350)	(4%)	(6,754)	(11%)
Overtime-Permanent	0	462	1,097	0	0	0%	462	100%
Pension ER-Fixed Term Contract	0	27	0	0	0	0%	27	100%
Pension ER-Permanent	34,234	33,953	35,908	37,740	3,506	9%	(281)	(1%)
Temporary Staff	0	1,814	662	0	0	0%	1,814	100%
<b>Payroll Subtotal</b>	<b>673,273</b>	<b>654,411</b>	<b>664,728</b>	<b>654,841</b>	<b>(18,432)</b>	<b>(3%)</b>	<b>(18,862)</b>	<b>(3%)</b>
Accommodation	11,400	11,563	11,198	12,000	600	5%	163	1%
Fares	14,500	13,718	14,386	15,000	500	3%	(782)	(6%)
Subsistence	5,004	4,349	5,225	5,000	(4)	(0%)	(655)	(15%)
EMT Travel & Subsistence	1,992	4,642	3,276	2,000	8	0%	2,650	57%
<b>Travel Subsistence Subtotal</b>	<b>32,896</b>	<b>34,272</b>	<b>34,085</b>	<b>34,000</b>	<b>1,104</b>	<b>3%</b>	<b>1,376</b>	<b>4%</b>
Couriers	17,645	7,898	6,128	10,000	(7,645)	(76%)	(9,747)	(123%)
Mobile Phone & Blackberry	2,000	3,257	1,887	6,000	4,000	67%	1,257	39%
Postage	0	0	0	500	500	100%	0	0%
Printing & Stationery	1,000	824	824	2,500	1,500	60%	(176)	(21%)
<b>Office Services Subtotal</b>	<b>20,645</b>	<b>11,978</b>	<b>8,839</b>	<b>19,000</b>	<b>(1,645)</b>	<b>(9%)</b>	<b>(8,667)</b>	<b>(72%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: COMMUNICATIONS**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
	2017-18	2016-17	2016-17	2016-17	£	%	£	%
	£	£	£	£				
Annual Reports	1,300	1,262	1,262	1,500	200	13%	(38)	(3%)
Brochures	48,564	61,720	67,523	50,000	1,436	3%	13,156	21%
Campaigns	56,852	68,320	81,056	75,000	18,148	24%	11,468	17%
Conferences & Exhibitions	30,000	29,567	29,567	15,000	(15,000)	(100%)	(433)	(1%)
Internal Communications	48,450	84,610	85,222	98,000	49,550	51%	36,160	43%
Market Research	0	0	0	0	0	0%	0	0%
Marketing & Promotions	1,500	1,835	1,835	5,500	4,000	73%	335	18%
Media Relations	0	10,000	10,000	15,000	15,000	100%	10,000	100%
Meet the HPC events	70,500	39,092	41,706	95,000	24,500	26%	(31,408)	(80%)
Public Affairs & Stakeholder	38,000	34,513	31,382	45,000	7,000	16%	(3,487)	(10%)
Translations	2,760	2,815	3,201	3,000	240	8%	55	
Web	36,600	17,070	90,578	85,000	48,400	57%	(19,530)	(114%)
<b>Communications Subtotal</b>	<b>334,526</b>	<b>350,805</b>	<b>443,333</b>	<b>488,000</b>	<b>153,474</b>	<b>31%</b>	<b>16,279</b>	<b>5%</b>
Subscriptions	69,996	57,785	64,862	65,000	(4,996)	(8%)	(12,211)	(21%)
Training	20,000	17,351	24,231	25,000	5,000	20%	(2,649)	(15%)
<b>Specific Department Costs Subtotal</b>	<b>89,996</b>	<b>75,136</b>	<b>89,093</b>	<b>90,000</b>	<b>4</b>	<b>0%</b>	<b>(14,860)</b>	<b>(20%)</b>
<b>Grand Total:</b>	<b>1,151,336</b>	<b>1,126,603</b>	<b>1,240,078</b>	<b>1,285,841</b>	<b>134,505</b>	<b>10%</b>	<b>(24,733)</b>	<b>(2%)</b>

HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: EDUCATION

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget £	%	Variance 2017-18 budget to M9 Reforecast 2016-17 £	%
Basic Pay-Fixed Term Contract	20,921	22,542	11,624	25,830	4,909	19%	1,621	7%
Basic Pay-Permanent	717,785	697,218	708,494	707,020	(10,765)	(2%)	(20,568)	(3%)
NI ER-Fixed Term Contract	2,510	2,410	1,278	3,100	589	19%	(101)	(4%)
NI ER-Permanent	86,134	77,193	78,789	86,152	18	0%	(8,942)	(12%)
Overtime-Fixed Term Contract	0	0	0	1,680	1,680	100%	0	0%
Pension ER-Fixed Term Contract	199	1,484	931	1,550	1,351	87%	1,285	87%
Pension ER-Permanent	53,320	56,153	57,368	59,002	5,682	10%	2,833	5%
Temporary Staff	10,210	19,909	18,657	20,400	10,190	50%	9,699	49%
<b>Payroll Subtotal</b>	<b>891,080</b>	<b>876,908</b>	<b>877,141</b>	<b>904,734</b>	<b>13,654</b>	<b>2%</b>	<b>(14,172)</b>	<b>(2%)</b>
Accommodation	9,790	8,626	6,441	11,570	1,780	15%	(1,164)	(13%)
Conferences	1,000	639	849	2,000	1,000	50%	(361)	(56%)
Fares	9,240	7,219	7,360	12,600	3,360	27%	(2,021)	(28%)
Subsistence	2,325	2,144	1,659	2,720	395	15%	(181)	(8%)
EMT Travel & Subsistence	2,220	2,695	3,202	2,580	360	14%	475	18%
<b>Travel Subsistence Subtotal</b>	<b>24,575</b>	<b>21,322</b>	<b>19,511</b>	<b>31,470</b>	<b>6,895</b>	<b>22%</b>	<b>(3,253)</b>	<b>(15%)</b>
Catering	1,440	1,366	1,463	1,442	2	0%	(74)	(5%)
Mobile Phone & Blackberry	3,936	3,578	3,918	4,296	360	8%	(358)	(10%)
Printing & Stationery	8,610	2,903	3,103	17,000	8,390	49%	(5,707)	(197%)
Room Hire	0	2,660	990	0	0	0%	2,660	100%
Postage	0	6	6	0	0	0%	6	100%
<b>Office Services Subtotal</b>	<b>13,986</b>	<b>10,514</b>	<b>9,481</b>	<b>22,738</b>	<b>8,752</b>	<b>38%</b>	<b>(3,472)</b>	<b>(33%)</b>
Annual Monitoring	30,518	30,059	34,001	28,371	(2,147)	(8%)	(459)	(2%)
Approvals	74,782	55,718	56,397	74,960	178	0%	(19,064)	(34%)
Complaints	158	78	78	156	(2)	(1%)	(80)	(103%)
Major/Minor Change	33,978	28,160	34,307	20,842	(13,136)	(63%)	(5,818)	(21%)
Partners travel	37,057	29,675	32,211	41,503	4,447	11%	(7,382)	(25%)
Partners accommodation	30,020	29,519	27,634	38,280	8,260	22%	(501)	(2%)
Partners subsistence	5,875	4,800	4,737	6,790	915	13%	(1,075)	(22%)
<b>Partners Subtotal</b>	<b>212,387</b>	<b>178,010</b>	<b>189,365</b>	<b>210,901</b>	<b>(1,486)</b>	<b>(1%)</b>	<b>(34,377)</b>	<b>(19%)</b>
Legal Advice	4,698	5,658	5,290	6,000	1,302	22%	960	17%
<b>Professional Fees Subtotal</b>	<b>4,698</b>	<b>5,658</b>	<b>5,290</b>	<b>6,000</b>	<b>1,302</b>	<b>22%</b>	<b>960</b>	<b>17%</b>
Small Project Costs	0	2,500	7,500	15,000	15,000	100%	2,500	100%
<b>Small Projects Subtotal</b>	<b>0</b>	<b>2,500</b>	<b>7,500</b>	<b>15,000</b>	<b>15,000</b>	<b>100%</b>	<b>2,500</b>	<b>100%</b>
Subscriptions	642	640	642	738	96	13%	(2)	(0%)
Training	26,250	30,208	30,573	37,435	11,185	30%	3,958	13%
<b>Specific Department Costs Subtotal</b>	<b>26,892</b>	<b>30,848</b>	<b>31,215</b>	<b>38,173</b>	<b>11,281</b>	<b>30%</b>	<b>3,956</b>	<b>13%</b>
<b>Grand Total:</b>	<b>1,173,618</b>	<b>1,125,760</b>	<b>1,139,502</b>	<b>1,229,017</b>	<b>55,399</b>	<b>5%</b>	<b>(47,858)</b>	<b>(4%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL**  
**2017-18 DRAFT BUDGET**  
**DEPARTMENT: OFFICE SERVICES**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Fixed Term Contract	47,000	0	0	0	(47,000)	0%	(47,000)	0%
Basic Pay-Permanent	218,400	207,684	200,643	183,760	(34,640)	(19%)	(10,716)	(5%)
NI ER-Fixed Term Contract	5,640	0	0	0	(5,640)	0%	(5,640)	0%
NI ER-Permanent	24,000	24,490	23,103	22,051	(1,949)	(9%)	490	2%
Overtime-Permanent	18,000	17,784	15,528	12,000	(6,000)	(50%)	(216)	(1%)
Pension ER-Fixed Term Contract	2,820	0	0	0	(2,820)	0%	(2,820)	0%
Pension ER-Permanent	12,000	9,949	10,402	18,453	6,453	35%	(2,051)	(21%)
Temporary Staff	5,000	61,925	65,906	91,200	86,200	95%	56,925	92%
<b>Payroll Subtotal</b>	<b>332,860</b>	<b>321,832</b>	<b>315,583</b>	<b>327,464</b>	<b>(5,396)</b>	<b>(2%)</b>	<b>(11,028)</b>	<b>(3%)</b>
Fares	1,000	931	1,800	0	(1,000)	0%	(69)	(7%)
Subsistence	400	135	0	150	(250)	(167%)	(265)	(197%)
<b>Travel Subsistence Subtotal</b>	<b>1,400</b>	<b>1,066</b>	<b>1,800</b>	<b>150</b>	<b>(1,250)</b>	<b>(833%)</b>	<b>(334)</b>	<b>(31%)</b>
Catering	96,000	89,706	93,624	47,400	(48,600)	(103%)	(6,294)	(7%)
Mobile Phone & Blackberry	1,660	913	1,456	900	(760)	(84%)	(747)	(82%)
Office equipment < £5000	50,004	66,125	55,963	55,400	5,396	10%	16,121	24%
Office equipment rental	4,200	4,176	5,253	15,000	10,800	72%	(24)	(1%)
Office Equipment Disposals	4,000	1,000	0	0	(4,000)	0%	(3,000)	(300%)
Other Office Services	0	19,864	18,570	24,000	24,000	100%	19,864	100%
Room hire	28,000	9,000	10,000	0	(28,000)	0%	(19,000)	(211%)
Postage	283,200	274,180	282,328	270,000	(13,200)	(5%)	(9,020)	(3%)
Printing & Stationery	39,996	40,614	46,568	84,000	44,004	52%	618	2%
Telephone	4,500	4,250	6,500	0	(4,500)	0%	(250)	(6%)
<b>Office Services Subtotal</b>	<b>511,560</b>	<b>509,828</b>	<b>520,262</b>	<b>496,700</b>	<b>(14,860)</b>	<b>(3%)</b>	<b>(1,732)</b>	<b>(0%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: OFFICE SERVICES**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget	%	M9 Reforecast 2016-17	%
	£	£	£	£	£		£	
Building Refurbishment	85,000	44,881	24,881	0	(85,000)	0%	(40,119)	(89%)
Business Rates	426,000	295,294	297,561	301,980	(124,020)	(41%)	(130,706)	(44%)
Cleaning Contractors	148,520	148,128	148,679	102,192	(46,328)	(45%)	(392)	(0%)
Cleaning Materials	13,200	9,471	13,977	50,700	37,500	74%	(3,729)	(39%)
Electricity	86,400	85,552	87,310	127,992	41,592	32%	(848)	(1%)
Gas	16,200	18,638	21,768	34,200	18,000	53%	2,438	13%
Rent	809,313	795,787	782,581	809,316	3	0%	(13,526)	(2%)
Service charge	31,550	27,515	24,440	21,600	(9,950)	(46%)	(4,035)	(15%)
Dilapidation	74,004	74,004	74,004	61,608	(12,396)	(20%)	0	0%
Maintenance contracts	112,992	53,181	73,725	105,600	(7,392)	(7%)	(59,811)	(112%)
Repairs & Maintenance	65,976	169,868	132,750	97,200	31,224	32%	103,892	61%
Security	62,500	52,961	55,835	93,996	31,496	34%	(9,539)	(18%)
Waste Disposal	29,012	11,079	9,710	24,540	(4,472)	(18%)	(17,933)	(162%)
Water	10,000	11,176	14,315	25,200	15,200	60%	1,176	11%
<b>Property Services Subtotal</b>	<b>1,970,668</b>	<b>1,797,535</b>	<b>1,761,535</b>	<b>1,856,124</b>	<b>(114,544)</b>	<b>(6%)</b>	<b>(173,133)</b>	<b>(10%)</b>
Legal Advice	15,000	5,365	15,000	0	(15,000)	0%	(9,635)	(180%)
Other Professional Fees	35,000	14,911	36,911	0	(35,000)	0%	(20,089)	(135%)
<b>Professional Fees Subtotal</b>	<b>50,000</b>	<b>20,276</b>	<b>51,911</b>	<b>0</b>	<b>(50,000)</b>	<b>0%</b>	<b>(29,724)</b>	<b>(147%)</b>
Health & Safety	41,000	42,008	50,714	30,000	(11,000)	(37%)	1,008	2%
Subscriptions	2,200	800	800	200	(2,000)	(1000%)	(1,400)	(175%)
Training	10,000	11,041	12,041	5,000	(5,000)	(100%)	1,041	9%
Books & Publications	1,500	2,000	1,000	0	(1,500)	0%	500	25%
<b>Specific Department Costs Subtotal</b>	<b>54,700</b>	<b>55,849</b>	<b>64,555</b>	<b>35,200</b>	<b>(19,500)</b>	<b>(55%)</b>	<b>1,149</b>	<b>2%</b>
<b>Grand Total:</b>	<b>2,921,188</b>	<b>2,706,386</b>	<b>2,715,647</b>	<b>2,715,638</b>	<b>(205,550)</b>	<b>(8%)</b>	<b>(214,802)</b>	<b>(8%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: FINANCE**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Fixed Term Contract	0	0	0	0	0	0%	0	0%
Basic Pay-Permanent	400,964	396,715	395,720	428,720	27,756	6%	(4,249)	(1%)
NI ER-Fixed Term Contract	0	0	0	0	0	0%	0	0%
NI ER-Permanent	48,116	43,881	43,735	51,446	3,331	6%	(4,235)	(10%)
Overtime-Permanent	3,500	2,549	2,549	3,500	0	0%	(951)	(37%)
Pension ER-Fixed Term Contract	0	0	0	0	0	0%	0	0%
Pension ER-Permanent	24,058	24,192	24,424	30,010	5,953	20%	134	1%
Temporary Staff	20,000	30,289	30,289	13,200	(6,800)	(52%)	10,289	34%
<b>Payroll Subtotal</b>	<b>496,638</b>	<b>497,627</b>	<b>496,717</b>	<b>526,877</b>	<b>30,239</b>	<b>6%</b>	<b>989</b>	<b>0%</b>
EMT Travel & Subsistence	1,000	925	670	0	(1,000)	0%	(75)	(8%)
Fares	0	482	0	0	0	0%	482	100%
Accommodation	0	1,387	131	0	0	0%	1,387	100%
Subsistence	1,000	710	0	1,500	500	33%	(290)	(41%)
<b>Travel Subsistence Subtotal</b>	<b>2,000</b>	<b>3,504</b>	<b>802</b>	<b>1,500</b>	<b>(500)</b>	<b>(33%)</b>	<b>1,504</b>	<b>43%</b>
Couriers	600	46	76	1,000	400	40%	(554)	(1214%)
Mobile Phone & Blackberry	2,000	1,628	1,985	1,800	(200)	(11%)	(372)	(23%)
Postage	7,200	5,282	7,007	3,000	(4,200)	(140%)	(1,918)	(36%)
Printing & Stationery	10,000	7,470	8,635	15,000	5,000	33%	(2,530)	(34%)
Room Hire	0	1,170	0	500	500	100%	1,170	100%
<b>Office Services Subtotal</b>	<b>19,800</b>	<b>15,596</b>	<b>17,703</b>	<b>21,300</b>	<b>1,500</b>	<b>7%</b>	<b>(4,204)</b>	<b>(27%)</b>
External Audit Fees	39,000	39,000	39,000	39,000	0	0%	0	0%
Internal Audit	0	53,800	53,800	53,988	53,988	100%	53,800	100%
Legal Advice	0	0	0	0	0	0%	0	0%
Other Professional Fees	8,500	16,648	28,034	28,992	20,492	71%	8,148	49%
Pension Administration	2,400	2,295	2,294	4,000	1,600	40%	(105)	(5%)
Taxation Advice	0	0	0	0	0	0%	0	0%
<b>Professional Fees Subtotal</b>	<b>49,900</b>	<b>111,744</b>	<b>123,128</b>	<b>125,980</b>	<b>76,080</b>	<b>60%</b>	<b>61,844</b>	<b>55%</b>
Small Project Costs	0	0	0	5,000	5,000	100%	0	0%
<b>Small Projects Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>100%</b>	<b>0</b>	<b>0%</b>

HEALTH AND CARE PROFESSIONS COUNCIL  
 2017-18 DRAFT BUDGET  
 DEPARTMENT: FINANCE

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget		M9 Reforecast 2016-17	
	£	£	£	£	£	%	£	%
Bank Charges	148,000	87,455	82,253	83,200	(64,800)	(78%)	(60,545)	(69%)
General Insurance	66,000	63,744	63,744	56,000	(10,000)	(18%)	(2,256)	(4%)
Subscriptions	1,300	1,194	1,309	1,500	200	13%	(106)	(9%)
Training	12,500	9,614	12,675	15,000	2,500	17%	(2,886)	(30%)
Managers Training	0	0	0	0	0	0%	0	0%
Procurement - legal advice	6,000	3,152	6,000	20,000	14,000	70%	(2,848)	(90%)
<b>Specific Department Costs Subtotal</b>	<b>233,800</b>	<b>165,160</b>	<b>165,982</b>	<b>175,700</b>	<b>(58,100)</b>	<b>(33%)</b>	<b>(68,640)</b>	<b>(42%)</b>
<b>Grand Total:</b>	<b>802,138</b>	<b>793,631</b>	<b>804,331</b>	<b>856,356</b>	<b>54,218</b>	<b>6%</b>	<b>(8,507)</b>	<b>(1%)</b>



**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: FITNESS TO PRACTICE**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget		M9 Reforecast 2016-17	
	£	£	£	£	£	%	£	%
Basic Pay-Fixed Term Contract	459,929	164,569	92,175	48,000	(411,929)	(858%)	(295,360)	(179%)
Basic Pay-Permanent	3,336,966	3,147,903	3,260,287	3,371,239	34,272	1%	(189,064)	(6%)
NI ER-Fixed Term Contract	55,192	16,939	9,295	5,808	(49,384)	(850%)	(38,252)	(226%)
NI ER-Permanent	408,310	337,445	343,401	398,233	(10,077)	(3%)	(70,865)	(21%)
Overtime-Fixed Term Contract	0	0	0	0	0	0%	0	0%
Overtime-Permanent	0	12,804	25,207	0	0	0%	12,804	100%
Pension ER-Fixed Term Contract	9,199	3,785	1,894	2,904	(6,295)	(217%)	(5,414)	(143%)
Pension ER-Permanent	143,845	152,035	153,486	199,832	55,987	28%	8,191	5%
Temporary Staff	120,300	499,444	468,185	73,800	(46,500)	(63%)	379,144	76%
<b>Payroll Subtotal</b>	<b>4,533,740</b>	<b>4,334,925</b>	<b>4,353,931</b>	<b>4,099,815</b>	<b>(433,925)</b>	<b>(11%)</b>	<b>(198,816)</b>	<b>(5%)</b>
Travel	57,076	60,334	65,102	55,519	(1,557)	(3%)	3,258	5%
Accommodation	0	12,446	10,493	6,000	6,000	100%	12,446	100%
Conferences & Lecturing	0	0	0	500	500	100%	0	0%
Subsistence	0	3,639	2,095	1,200	1,200	100%	3,639	100%
EMT Travel & Subsistence	400	1,359	1,000	600	200	33%	959	71%
<b>Travel Subsistence Subtotal</b>	<b>57,476</b>	<b>77,778</b>	<b>78,690</b>	<b>63,819</b>	<b>6,343</b>	<b>10%</b>	<b>20,302</b>	<b>26%</b>
Catering	43,922	52,949	46,355	64,402	20,480	32%	9,028	17%
Mobile Phone & Blackberry	9,600	9,458	8,568	7,500	(2,100)	(28%)	(142)	(2%)
Postage	2,400	1,178	963	1,200	(1,200)	(100%)	(1,222)	(104%)
Printing & Stationery	212,316	208,621	218,636	197,855	(14,461)	(7%)	(3,695)	(2%)
Room Hire	227,205	255,979	242,078	171,057	(56,149)	(33%)	28,773	11%
Video Conferencing	6,000	14,832	5,059	1,470	(4,530)	(308%)	8,832	60%
Courier	12,000	14,211	13,082	1,200	(10,800)	(900%)	2,211	16%
<b>Office Services Subtotal</b>	<b>513,443</b>	<b>557,227</b>	<b>534,742</b>	<b>444,684</b>	<b>(68,759)</b>	<b>(15%)</b>	<b>43,784</b>	<b>8%</b>
Security	0	0	0	2,100	2,100	100%	0	0%
<b>Property Services Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,100</b>	<b>2,100</b>	<b>100%</b>	<b>0</b>	<b>0%</b>
Annual Reports	5,000	3,464	4,469	6,500	1,500	23%	(1,536)	(44%)
Brochures	3,000	184	0	7,500	4,500	60%	(2,816)	(1530%)
<b>Communications Subtotal</b>	<b>8,000</b>	<b>3,648</b>	<b>4,469</b>	<b>14,000</b>	<b>6,000</b>	<b>43%</b>	<b>(4,352)</b>	<b>(119%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: FITNESS TO PRACTICE**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget		M9 Reforecast 2016-17	
	£	£	£	£	£	%	£	%
Panel Fees - Panel Members	812,514	874,493	1,753,946	2,045,779	1,233,265	60%	61,979	7%
Panel Fees - Legal Assessor	1,213,514	1,251,101	621,866	0	(1,213,514)	0%	37,586	3%
Panel Fees - Panel Chair	681,199	704,940	340,407	0	(681,199)	0%	23,741	3%
Registration Appeals Travel & Subsistence	0	(1,997)	(1,997)	0	0	0%	(1,997)	100%
Registration Appeals - Fees chair	0	640	640	0	0	0%	640	100%
Registration Appeals - Panel member	0	(1,361)	(1,361)	0	0	0%	(1,361)	100%
Registration Appeals - Legal Assessor	0	(1,840)	(1,840)	0	0	0%	(1,840)	100%
Witness Costs	183,154	204,332	179,313	234,000	50,846	22%	21,178	10%
Witness Experts	0	21,270	15,465	12,000	12,000	100%	21,270	100%
Partners travel	409,130	560,361	677,300	1,021,942	612,812	60%	151,232	27%
Partners Accommodation	612,429	457,756	296,371	0	(612,429)	0%	(154,673)	(34%)
Partners Subsistence	41,347	41,894	31,411	0	(41,347)	0%	547	1%
<b>Partners Subtotal</b>	<b>3,953,287</b>	<b>4,111,590</b>	<b>3,911,521</b>	<b>3,313,721</b>	<b>(639,566)</b>	<b>(19%)</b>	<b>158,302</b>	<b>4%</b>
FTP Preparation and Presentation	4,395,920	4,324,049	4,313,695	4,198,952	(196,968)	(5%)	(71,871)	(2%)
Transcription Writer	502,472	546,223	531,564	576,197	73,725	13%	43,751	8%
Public Law	690,000	713,886	660,395	480,000	(210,000)	(44%)	23,886	3%
Other Legal Costs	40,000	29,822	28,821	36,000	(4,000)	(11%)	(10,178)	(34%)
<b>Professional Fees Subtotal</b>	<b>5,628,392</b>	<b>5,613,980</b>	<b>5,534,474</b>	<b>5,291,149</b>	<b>(337,243)</b>	<b>(6%)</b>	<b>(14,412)</b>	<b>(0%)</b>
Small Project Costs	0	5,283	19,491	48,000	48,000	100%	5,283	100%
<b>Small Projects Subtotal</b>	<b>0</b>	<b>5,283</b>	<b>19,491</b>	<b>48,000</b>	<b>48,000</b>	<b>100%</b>	<b>5,283</b>	<b>100%</b>
Counselling	0	0	0	1,000	1,000	100%	0	0%
Training	96,900	73,699	75,962	73,380	(23,520)	(32%)	(23,201)	(31%)
<b>Specific Department Costs Subtotal</b>	<b>96,900</b>	<b>73,699</b>	<b>75,962</b>	<b>74,380</b>	<b>(22,520)</b>	<b>(30%)</b>	<b>(23,201)</b>	<b>(31%)</b>
<b>Grand Total:</b>	<b>14,791,239</b>	<b>14,778,130</b>	<b>14,513,281</b>	<b>13,351,669</b>	<b>(1,439,570)</b>	<b>(11%)</b>	<b>(13,109)</b>	<b>(0%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: HUMAN RESOURCES**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Fixed Term Contract	41,784	0	0	0	(41,784)	0%	(41,784)	0%
Basic Pay-Permanent	345,260	342,199	342,105	322,926	(22,334)	(7%)	(3,061)	(1%)
NI ER-Fixed Term Contract	5,016	297	297	0	(5,016)	0%	(4,719)	(1589%)
NI ER-Permanent	43,301	38,892	39,180	38,751	(4,550)	(12%)	(4,409)	(11%)
Overtime-Permanent	300	196	500	0	(300)	0%	(104)	(53%)
Payroll Contingency	25,000	(1,482)	8,518	35,000	10,000	29%	(26,482)	1787%
Pension ER-Fixed Term Contract	2,508	45	45	0	(2,508)	0%	(2,463)	(5454%)
Pension ER-Permanent	21,864	20,138	20,408	19,376	(2,488)	(13%)	(1,726)	(9%)
Staff Recruitment	165,000	135,838	141,316	174,000	9,000	5%	(29,162)	(21%)
Temporary Staff	6,000	9,246	7,452	7,500	1,500	20%	3,246	35%
<b>Payroll Subtotal</b>	<b>656,033</b>	<b>545,369</b>	<b>559,821</b>	<b>597,553</b>	<b>(58,480)</b>	<b>(10%)</b>	<b>(110,664)</b>	<b>(20%)</b>
Accommodation	0	0	0	700	700	100%	0	0%
Fares	180	285	220	200	20	10%	105	37%
Subsistence	180	245	116	120	(60)	(50%)	65	27%
EMT Travel & Subsistence	700	2,110	2,072	1,000	300	30%	1,410	67%
<b>Travel Subsistence Subtotal</b>	<b>1,060</b>	<b>2,640</b>	<b>2,407</b>	<b>2,020</b>	<b>960</b>	<b>48%</b>	<b>1,580</b>	<b>60%</b>
Couriers	300	58	258	300	0	0%	(242)	(420%)
Mobile Phone & Blackberry	2,520	1,173	1,042	2,220	(300)	(14%)	(1,347)	(115%)
Printing & Stationery	1,300	461	861	1,200	(100)	(8%)	(839)	(182%)
Room hire	7,000	0	0	0	(7,000)	0%	(7,000)	0%
<b>Office Services Subtotal</b>	<b>11,120</b>	<b>1,692</b>	<b>2,161</b>	<b>3,720</b>	<b>(7,400)</b>	<b>(199%)</b>	<b>(9,428)</b>	<b>(557%)</b>
Employee Assistance Programme	12,000	9,100	9,010	11,000	(1,000)	(9%)	(2,900)	(32%)
Legal Expenses	35,000	6,619	18,466	45,000	10,000	22%	(28,381)	(429%)
Other Professional Fees	54,000	33,774	37,514	54,000	0	0%	(20,226)	(60%)
Reward Data	25,000	30,385	30,000	30,000	5,000	17%	5,385	18%
Pension Administration	20,000	19,300	19,650	25,000	5,000	20%	(701)	(4%)
<b>Professional Fees Subtotal</b>	<b>146,000</b>	<b>99,177</b>	<b>114,640</b>	<b>165,000</b>	<b>19,000</b>	<b>12%</b>	<b>(46,823)</b>	<b>(47%)</b>
Organisational Training	169,000	130,084	132,576	105,000	(64,000)	(61%)	(38,916)	(30%)
Subscriptions	1,450	1,134	1,734	2,400	950	40%	(316)	(28%)
Training	12,500	13,746	15,292	18,000	5,500	31%	1,246	9%
Managers Training	0	6,547	6,547	7,000	7,000	100%	6,547	100%
<b>Specific Department Costs Subtotal</b>	<b>182,950</b>	<b>151,511</b>	<b>156,149</b>	<b>132,400</b>	<b>(50,550)</b>	<b>(38%)</b>	<b>(31,439)</b>	<b>(21%)</b>
<b>Grand Total:</b>	<b>997,163</b>	<b>800,390</b>	<b>835,178</b>	<b>900,693</b>	<b>(96,470)</b>	<b>(11%)</b>	<b>(196,773)</b>	<b>(25%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: PARTNERS**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Permanent	106,395	107,220	107,896	112,508	6,114	5%	826	1%
NI ER-Permanent	12,767	10,807	11,157	13,501	734	5%	(1,960)	(18%)
Pension ER-Permanent	6,384	2,078	1,914	6,750	367	5%	(4,305)	(207%)
Temporary Staff	0	6,960	4,000	0	0	0%	6,960	100%
<b>Payroll Subtotal</b>	<b>125,546</b>	<b>127,066</b>	<b>124,968</b>	<b>132,760</b>	<b>7,214</b>	<b>5%</b>	<b>1,521</b>	<b>1%</b>
Accommodation	300	58	58	0	(300)	0%	(242)	(417%)
Fares	264	351	259	500	236	47%	87	25%
Subsistence	120	12	62	250	130	52%	(108)	(864%)
<b>Travel Subsistence Subtotal</b>	<b>684</b>	<b>421</b>	<b>379</b>	<b>750</b>	<b>66</b>	<b>9%</b>	<b>(263)</b>	<b>(62%)</b>
Mobile Phone & Blackberry	300	398	425	900	600	67%	98	25%
Postage	0	0	0	0	0	0%	0	0%
Printing & Stationery	4,416	446	616	4,500	84	2%	(3,970)	(889%)
Room Hire	11,368	20	11,468	0	(11,368)	0%	(11,348)	(56740%)
<b>Office Services Subtotal</b>	<b>16,084</b>	<b>865</b>	<b>12,510</b>	<b>5,400</b>	<b>(10,684)</b>	<b>(198%)</b>	<b>(15,219)</b>	<b>(1760%)</b>
Partners Recruitment & Interviews	31,750	32,563	14,405	48,590	16,840	35%	813	2%
Partners Training	168,150	106,134	89,860	122,727	(45,423)	(37%)	(62,016)	(58%)
Partners Travel	51,300	25,834	32,250	34,100	(17,200)	(50%)	(25,466)	(99%)
Partners Accommodation	20,045	17,259	33,394	18,850	(1,195)	(6%)	(2,786)	(16%)
Partners Subsistence	11,660	1,775	8,157	6,580	(5,080)	(77%)	(9,885)	(557%)
<b>Partners Subtotal</b>	<b>282,905</b>	<b>183,564</b>	<b>178,065</b>	<b>230,847</b>	<b>(52,058)</b>	<b>(23%)</b>	<b>(99,341)</b>	<b>(54%)</b>
Legal Advice	6,000	19,139	13,590	5,000	(1,000)	(20%)	13,139	69%
<b>Professional Fees Subtotal</b>	<b>6,000</b>	<b>19,139</b>	<b>13,590</b>	<b>5,000</b>	<b>(1,000)</b>	<b>(20%)</b>	<b>13,139</b>	<b>69%</b>
Training	5,000	2,666	1,026	5,000	0	0%	(2,334)	(88%)
<b>Specific Department Costs Subtotal</b>	<b>5,000</b>	<b>2,666</b>	<b>1,026</b>	<b>5,000</b>	<b>0</b>	<b>0%</b>	<b>(2,334)</b>	<b>(88%)</b>
<b>Grand Total:</b>	<b>436,219</b>	<b>333,721</b>	<b>330,537</b>	<b>379,757</b>	<b>(56,462)</b>	<b>(15%)</b>	<b>(102,498)</b>	<b>(31%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: IT**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Permanent	699,996	481,693	474,120	539,709	(160,287)	(30%)	(218,303)	(45%)
NI ER-Permanent	84,000	58,460	56,906	64,765	(19,234)	(30%)	(25,539)	(44%)
Overtime-Permanent	26,520	28,633	29,333	12,480	(14,040)	(113%)	2,113	7%
Pension ER-Permanent	42,000	33,136	35,474	37,999	(4,000)	(11%)	(8,864)	(27%)
Temporary Staff	22,654	148,051	69,613	0	(22,654)	0%	125,397	85%
<b>Payroll Subtotal</b>	<b>875,169</b>	<b>749,973</b>	<b>665,447</b>	<b>654,953</b>	<b>(220,218)</b>	<b>(34%)</b>	<b>(125,196)</b>	<b>(17%)</b>
Accommodation	1,560	78	78	1,810	250	14%	(1,482)	(1900%)
Fares	750	747	1,092	1,390	640	46%	(3)	(0%)
Subsistence	785	273	383	720	(65)	(9%)	(512)	(188%)
EMT Travel & Subsistence	1,140	1,129	998	0	(1,140)	0%	(11)	(1%)
<b>Travel Subsistence Subtotal</b>	<b>4,235</b>	<b>2,227</b>	<b>2,551</b>	<b>3,920</b>	<b>(315)</b>	<b>(8%)</b>	<b>(2,008)</b>	<b>(90%)</b>
General software support & maintenance	568,659	338,749	394,762	414,140	(154,519)	(37%)	(229,910)	(68%)
Hardware <£5000	19,440	18,082	18,083	18,358	(1,082)	(6%)	(1,358)	(8%)
Hardware maintenance	128,420	109,872	116,024	107,326	(21,094)	(20%)	(18,549)	(17%)
IT Consumerables	2,379	4,080	2,547	1,600	(779)	(49%)	1,701	42%
IT Hardware Disposals	500	622	622	1,000	500	50%	122	20%
Managed Web/Internet Services	278,408	400,961	381,052	412,755	134,348	33%	122,554	31%
NetRegulate software support and maintenance	198,065	204,885	194,365	227,222	29,158	13%	6,821	3%
Offsite tape data archive	1,750	1,865	1,750	1,800	50	3%	115	6%
Software Licences	0	62	62	0	0	0%	62	100%
Specialist External Support IT	15,000	17,201	17,510	17,500	2,500	14%	2,201	13%
<b>Computer Costs Subtotal</b>	<b>1,212,620</b>	<b>1,096,379</b>	<b>1,126,776</b>	<b>1,201,701</b>	<b>(10,919)</b>	<b>(1%)</b>	<b>(116,241)</b>	<b>(11%)</b>
Mobile Phone & Blackberry	3,196	2,973	3,008	1,980	(1,216)	(61%)	(223)	(8%)
Printing & Stationery	24,000	22,397	25,289	32,767	8,767	27%	(1,603)	(7%)
Telephone	35,000	37,150	32,936	34,000	(1,000)	(3%)	2,150	6%
<b>Office Services Subtotal</b>	<b>62,196</b>	<b>62,519</b>	<b>61,233</b>	<b>68,747</b>	<b>6,551</b>	<b>10%</b>	<b>323</b>	<b>1%</b>
Legal Advice	1,000	0	500	1,000	0	0%	(1,000)	0%
<b>Professional Fees Subtotal</b>	<b>1,000</b>	<b>0</b>	<b>500</b>	<b>1,000</b>	<b>0</b>	<b>0%</b>	<b>(1,000)</b>	<b>0%</b>
Small Project Costs	0	73,696	66,420	67,500	67,500	100%	73,696	100%
<b>Small Projects Subtotal</b>	<b>0</b>	<b>73,696</b>	<b>66,420</b>	<b>67,500</b>	<b>67,500</b>	<b>100%</b>	<b>73,696</b>	<b>100%</b>
Training	37,500	25,365	21,905	29,000	(8,500)	(29%)	(12,135)	(48%)
<b>Specific Department Costs Subtotal</b>	<b>37,500</b>	<b>25,365</b>	<b>21,905</b>	<b>29,000</b>	<b>(8,500)</b>	<b>(29%)</b>	<b>(12,135)</b>	<b>(48%)</b>
<b>Grand Total:</b>	<b>2,192,720</b>	<b>2,010,158</b>	<b>1,944,830</b>	<b>2,026,822</b>	<b>(165,901)</b>	<b>(8%)</b>	<b>(182,563)</b>	<b>(9%)</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: PROJECTS**

	<b>Prior Years Expenditure £</b>	<b>Budget 2017-18 £</b>	<b>Future Expenditure £</b>	<b>Total Project Cost £</b>
<b>Opex</b>				
MP78 HR and Partners Build Opex	276,120	31,968		308,088
MP85 Registrations Transformation and Improvement project Opex	152,872	410,456	1,627,966	2,191,294
MP86 Establishing the new Tribunal service Opex	150,192	11,500		161,692
MP87 PCI / DSS project Opex	4,147	8,000		12,147
MP89 186 Kennington Park Road renovation (1/3 total costs - see below)	194,134	898,983		1,093,117
MP90 HCPC website review and build project	31,797	94,354		126,151
MP93 Education System Change 2017-18	-	2,898		2,898
MP94 FTP CMS Review	-	28,750		28,750
<b>Total Opex</b>	<b>809,262</b>	<b>1,486,909</b>	<b>1,627,966</b>	<b>3,924,137</b>
<b>Capex</b>				
MP78 HR and Partners Build Capex	284,413	177,702		462,115
MP85 Registrations Transformation and Improvement project Capex	578,908	642,500	446,426	1,667,834
MP86 Establishing the new Tribunal service Capex	84,962	13,297		98,259
MP87 PCI / DSS project Capex	-	25,000		25,000
MP89 186 Kennington Park Road renovation capex	193,957	1,850,833		2,044,790
MP90 HCPC website review and build project capex	70,436	377,224		447,660
MP93 Education System Change 2017-18	-	65,895		65,895
MP88 Net Regulate changes 2016-17 capex	51,480	500		51,980
<b>Total Capex</b>	<b>1,264,156</b>	<b>3,152,951</b>	<b>446,426</b>	<b>4,863,533</b>
<b>Grand Total:</b>	<b>2,073,418</b>	<b>4,639,860</b>	<b>2,074,392</b>	<b>8,787,670</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: OPERATIONS**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Permanent	434,078	425,379	425,299	488,658	54,580	11%	(8,700)	(2%)
NI ER-Permanent	52,089	50,321	50,240	58,639	6,550	11%	(1,768)	(4%)
Pension ER-Permanent	40,078	40,982	41,571	41,821	1,743	4%	904	2%
Temporary Staff	0	0	0	24,570	24,570	100%	0	0%
Basic Pay-Fixed Term Contract	0	12,535	12,535	0	0	0%	12,535	100%
NI ER-Fixed Term Contract	0	1,450	1,450	0	0	0%	1,450	100%
Pension ER-Fixed Term Contract	0	217	217	0	0	0%	217	100%
<b>Payroll Subtotal</b>	<b>526,246</b>	<b>530,884</b>	<b>531,313</b>	<b>613,689</b>	<b>87,443</b>	<b>14%</b>	<b>4,638</b>	<b>1%</b>
Accommodation	1,500	1,095	1,455	1,840	340	18%	(405)	(37%)
Conferences & Lecturing	0	500	500	1,500	1,500	100%	500	100%
Fares	3,600	3,249	3,546	4,000	400	10%	(351)	(11%)
Subsistence	1,500	1,089	1,249	1,500	0	0%	(411)	(38%)
EMT Travel & Subsistence	3,960	1,732	2,141	2,500	(1,460)	(58%)	(2,228)	(129%)
<b>Travel Subsistence Subtotal</b>	<b>10,560</b>	<b>7,665</b>	<b>8,890</b>	<b>11,340</b>	<b>780</b>	<b>7%</b>	<b>(2,895)</b>	<b>(38%)</b>
Mobile Phone & Blackberry	3,600	2,594	3,294	6,000	2,400	40%	(1,006)	(39%)
Printing & Stationery	0	438	688	1,000	1,000	100%	438	100%
Room Hire	0	0	0	0	0	0%	0	0%
<b>Office Services Subtotal</b>	<b>3,600</b>	<b>3,033</b>	<b>3,982</b>	<b>7,000</b>	<b>3,400</b>	<b>49%</b>	<b>(567)</b>	<b>(19%)</b>
Information Security	16,000	14,219	14,219	19,000	3,000	16%	(1,781)	(13%)
ISO 9001 Certification	6,000	6,678	6,334	5,000	(1,000)	(20%)	678	10%
Legal Advice	5,000	10,000	19,000	40,000	35,000	87%	5,000	50%
ISO 27001 Certification	3,000	5,320	5,320	5,000	2,000	40%	2,320	44%
ISO 10002 Certification	3,500	9,594	9,594	4,000	500	13%	6,094	64%
<b>Professional Fees Subtotal</b>	<b>33,500</b>	<b>45,811</b>	<b>54,467</b>	<b>73,000</b>	<b>39,500</b>	<b>54%</b>	<b>12,311</b>	<b>27%</b>
Small Project Costs	0	16,400	9,200	20,000	20,000	100%	16,400	100%
<b>Small Projects Subtotal</b>	<b>0</b>	<b>16,400</b>	<b>9,200</b>	<b>20,000</b>	<b>20,000</b>	<b>100%</b>	<b>16,400</b>	<b>100%</b>
Archive Storage	18,000	16,938	17,320	19,992	1,992	10%	(1,062)	(6%)
Disaster Contingency Plan	26,000	29,416	24,722	30,000	4,000	13%	3,416	12%
Subscriptions	2,000	1,703	1,703	150	(1,850)	(1233%)	(297)	(17%)
Training	9,375	18,602	19,524	19,000	9,625	51%	9,227	50%
<b>Specific Department Costs Subtotal</b>	<b>55,375</b>	<b>66,659</b>	<b>63,269</b>	<b>69,142</b>	<b>13,767</b>	<b>20%</b>	<b>11,284</b>	<b>17%</b>
<b>Grand Total:</b>	<b>629,281</b>	<b>670,451</b>	<b>671,121</b>	<b>794,171</b>	<b>164,890</b>	<b>21%</b>	<b>41,171</b>	<b>6%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL**  
**2017-18 DRAFT BUDGET**  
**DEPARTMENT: POLICY**

	Budget 2017-18 £	M9 Reforecast 2016-17 £	M6 Reforecast 2016-17 £	Budget 2016-17 £	Variance 2017-18 budget to 2016-17 budget		Variance 2017-18 budget to M9 Reforecast 2016-17	
					£	%	£	%
Basic Pay-Permanent	236,983	215,883	213,747	230,628	(6,355)	(3%)	(21,100)	(10%)
NI ER-Permanent	28,438	24,533	24,460	27,675	(763)	(3%)	(3,905)	(16%)
Pension ER-Permanent	26,110	26,139	26,330	26,683	573	2%	30	0%
Temporary Staff	0	0	0	0	0	0%	0	0%
<b>Payroll Subtotal</b>	<b>291,531</b>	<b>266,556</b>	<b>264,538</b>	<b>284,987</b>	<b>(6,544)</b>	<b>(2%)</b>	<b>(24,975)</b>	<b>(9%)</b>
Council & Committee Fees	0	977	1,301	0	0	0%	977	100%
<b>Council &amp; Committee Cost Subtotal</b>	<b>0</b>	<b>977</b>	<b>1,301</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>977</b>	<b>100%</b>
Accommodation	1,550	880	612	2,100	550	26%	(670)	(76%)
Conferences & Lecturing	0	0	500	500	500	100%	0	0%
Fares	2,160	1,950	1,915	3,600	1,440	40%	(210)	(11%)
Subsistence	800	344	430	1,200	400	33%	(456)	(132%)
EMT Travel & Subsistence	15,300	8,876	7,550	3,600	(11,700)	(325%)	(6,424)	(72%)
<b>Travel Subsistence Subtotal</b>	<b>19,810</b>	<b>12,049</b>	<b>11,007</b>	<b>11,000</b>	<b>(8,810)</b>	<b>(80%)</b>	<b>(7,761)</b>	<b>(64%)</b>
Mobile Phone & Blackberry	696	543	620	696	0	0%	(153)	(28%)
Printing & Stationery	15,800	11,521	11,653	24,000	8,200	34%	(4,279)	(37%)
Room Hire	500	303	303	500	0	0%	(198)	(65%)
<b>Office Services Subtotal</b>	<b>16,996</b>	<b>12,367</b>	<b>12,577</b>	<b>25,196</b>	<b>8,200</b>	<b>33%</b>	<b>(4,629)</b>	<b>(37%)</b>
Research	103,167	92,781	92,781	110,000	6,833	6%	(10,386)	(11%)
Standards of Proficiency	0	2,315	2,315	4,000	4,000	100%	2,315	100%
<b>Communications Subtotal</b>	<b>103,167</b>	<b>95,096</b>	<b>95,096</b>	<b>114,000</b>	<b>10,833</b>	<b>10%</b>	<b>(8,071)</b>	<b>(8%)</b>
Legal Advice	8,340	10,185	11,058	4,000	(4,340)	(109%)	1,845	18%
<b>Professional Fees Subtotal</b>	<b>8,340</b>	<b>10,185</b>	<b>11,058</b>	<b>4,000</b>	<b>(4,340)</b>	<b>(109%)</b>	<b>1,845</b>	<b>18%</b>
Subscriptions	852	0	850	852	0	0%	(852)	0%
Training	6,250	7,588	6,294	8,996	2,746	31%	1,338	18%
Managers Training	0	0	1,000	2,000	2,000	100%	0	0%
<b>Specific Department Costs Subtotal</b>	<b>7,102</b>	<b>7,588</b>	<b>8,144</b>	<b>11,848</b>	<b>4,746</b>	<b>40%</b>	<b>486</b>	<b>6%</b>
<b>Grand Total:</b>	<b>446,946</b>	<b>404,819</b>	<b>403,720</b>	<b>451,031</b>	<b>4,085</b>	<b>1%</b>	<b>(42,127)</b>	<b>(10%)</b>



**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: REGISTRATIONS**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget	%	M9 Reforecast 2016-17	%
	£	£	£	£	£		£	
Basic Pay-Fixed Term Contract	56,161	99,561	34,396	0	(56,161)	0%	43,400	44%
Basic Pay-Permanent	1,631,220	1,561,467	1,650,870	1,692,558	61,338	4%	(69,753)	(4%)
NI ER-Fixed Term Contract	6,739	10,014	3,269	0	(6,739)	0%	3,274	33%
NI ER-Permanent	195,746	170,366	188,331	203,107	7,361	4%	(25,380)	(15%)
Overtime-Fixed Term Contract	0	4,125	537	0	0	0%	4,125	100%
Overtime-Permanent	88,367	75,127	60,993	78,963	(9,404)	(12%)	(13,240)	(18%)
Pension ER-Fixed Term Contract	3,370	1,051	570	0	(3,370)	0%	(2,319)	(221%)
Pension ER-Permanent	97,873	95,044	111,153	127,116	29,242	23%	(2,829)	(3%)
Temporary Staff	0	106,322	85,276	0	0	0%	106,322	100%
<b>Payroll Subtotal</b>	<b>2,079,477</b>	<b>2,123,076</b>	<b>2,135,395</b>	<b>2,101,744</b>	<b>22,267</b>	<b>1%</b>	<b>43,599</b>	<b>2%</b>
Accommodation	3,020	3,523	3,372	300	(2,720)	(907%)	503	14%
Conferences & Lecturing	5,000	3,750	3,750	5,000	0	0%	(1,250)	(33%)
Fares	3,400	6,737	7,055	3,400	0	0%	3,337	50%
Subsistence	2,200	1,934	4,029	5,070	2,870	57%	(266)	(14%)
<b>Travel Subsistence Subtotal</b>	<b>13,620</b>	<b>15,944</b>	<b>18,206</b>	<b>13,770</b>	<b>150</b>	<b>1%</b>	<b>2,324</b>	<b>15%</b>
Mobile Phone & Blackberry	6,000	5,751	7,145	4,800	(1,200)	(25%)	(249)	(4%)
Postage	236,986	237,433	240,297	259,555	22,568	9%	446	0%
Printing & Stationery	301,828	329,106	309,817	317,182	15,353	5%	27,278	8%
Room Hire	2,000	0	1,000	2,000	0	0%	(2,000)	0%
Catering	360	632	480	348	(12)	(3%)	272	43%
<b>Office Services Subtotal</b>	<b>547,175</b>	<b>572,923</b>	<b>558,738</b>	<b>583,884</b>	<b>36,710</b>	<b>6%</b>	<b>25,748</b>	<b>4%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL  
2017-18 DRAFT BUDGET  
DEPARTMENT: REGISTRATIONS**

	<b>Budget 2017-18</b>	<b>M9 Reforecast 2016-17</b>	<b>M6 Reforecast 2016-17</b>	<b>Budget 2016-17</b>	<b>Variance 2017-18 budget to 2016-17 budget</b>		<b>Variance 2017-18 budget to M9 Reforecast 2016-17</b>	
	£	£	£	£	£	%	£	%
CPD Assessments	151,088	151,979	145,474	157,493	6,405	4%	891	1%
Grandparenting Assessments	0	0	0	0	0	0%	0	0%
International Assessors Fees	578,912	614,137	615,677	351,450	(227,462)	(65%)	35,225	6%
Test of Competence	25,904	10,184	22,903	25,912	8	0%	(15,720)	(154%)
Partners Travel	29,988	25,140	29,068	31,416	1,428	5%	(4,848)	(19%)
Partners Accommodation	0	0	0	0	0	0%	0	0%
Partners Subsistence	9,408	4,313	6,081	9,856	448	5%	(5,095)	(118%)
Registration Appeals - Legal Assessor	8,592	5,215	3,870	8,256	(336)	(4%)	(3,377)	(65%)
Registration Appeals - Panel Chair	4,680	4,996	5,134	4,476	(204)	(5%)	316	6%
Registration Appeals - Panel Members	8,316	6,224	6,109	7,824	(492)	(6%)	(2,092)	(34%)
Registration Appeals - Travel & Subsistence	0	0	0	0	0	0%	0	0%
<b>Partners Subtotal</b>	<b>816,888</b>	<b>822,188</b>	<b>834,316</b>	<b>596,683</b>	<b>(220,205)</b>	<b>(37%)</b>	<b>5,300</b>	<b>1%</b>
Other Legal Cost	18,144	30,596	19,485	18,144	0	0%	12,452	41%
Other Professional Fees	26,000	0	0	0	(26,000)	0%	(26,000)	0%
Public Law	15,000	40,414	27,084	15,000	0	0%	25,414	63%
Transcript Writer	2,232	1,626	1,908	2,232	0	0%	(606)	(37%)
<b>Professional Fees Subtotal</b>	<b>61,376</b>	<b>72,636</b>	<b>48,477</b>	<b>35,376</b>	<b>(26,000)</b>	<b>0%</b>	<b>11,260</b>	<b>16%</b>
Small Project Costs	0	(1,152)	(1,152)	0	0	0%	(1,152)	100%
<b>Small Projects Subtotal</b>	<b>0</b>	<b>1,152</b>	<b>1,152</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>(1,152)</b>	<b>100%</b>
Subscriptions	8,500	5,768	5,672	8,288	(212)	(3%)	(2,732)	(47%)
Training	50,150	68,771	60,484	63,512	13,362	21%	18,621	27%
Managers Training	0	13,560	10,076	12,076	12,076	100%	13,560	100%
<b>Specific Department Costs Subtotal</b>	<b>58,650</b>	<b>88,100</b>	<b>76,233</b>	<b>83,876</b>	<b>25,226</b>	<b>30%</b>	<b>29,450</b>	<b>33%</b>
<b>Grand Total:</b>	<b>3,577,186</b>	<b>3,693,713</b>	<b>3,670,212</b>	<b>3,415,333</b>	<b>(161,853)</b>	<b>(5%)</b>	<b>116,527</b>	<b>3%</b>

**HEALTH AND CARE PROFESSIONS COUNCIL**  
**2017-18 DRAFT BUDGET**  
**DEPARTMENT: SECRETARIAT**

	Budget	M9 Reforecast	M6 Reforecast	Budget	Variance 2017-18 budget to		Variance 2017-18 budget to	
	2017-18	2016-17	2016-17	2016-17	2016-17 budget	%	M9 Reforecast 2016-17	%
	£	£	£	£	£	%	£	%
Basic Pay-Permanent	203,128	170,294	178,026	169,650	(33,477)	(20%)	(32,834)	(19%)
NI ER-Permanent	24,375	19,226	18,962	20,358	(4,017)	(20%)	(5,149)	(27%)
Pension ER-Permanent	12,188	11,633	10,327	11,385	(803)	(7%)	(555)	(5%)
Basic Pay-Fixed Term Contract	0	6,800	0	0	0	0%	6,800	100%
NI ER-Fixed Term Contract	0	565	0	0	0	0%	565	100%
Pension ER-Fixed Term Contract	0	136	0	0	0	0%	136	100%
<b>Payroll Subtotal</b>	<b>239,691</b>	<b>208,653</b>	<b>207,314</b>	<b>201,393</b>	<b>(38,298)</b>	<b>(19%)</b>	<b>(38,539)</b>	<b>(18%)</b>
Accommodation	0	670	870	500	500	100%	670	100%
Conferences & Lecturing	0	0	0	1,000	1,000	100%	0	0%
Fares	300	703	855	700	400	57%	403	57%
Subsistence	0	306	96	1,200	1,200	100%	306	100%
EMT Travel & Subsistence	900	1,187	917	900	0	0%	287	24%
<b>Travel Subsistence Subtotal</b>	<b>1,200</b>	<b>2,865</b>	<b>2,738</b>	<b>4,300</b>	<b>3,100</b>	<b>72%</b>	<b>1,665</b>	<b>58%</b>
Mobile Phone & Blackberry	1,200	1,308	1,581	900	(300)	(33%)	108	8%
Printing & Stationery	12,000	7,027	10,207	10,200	(1,800)	(18%)	(4,973)	(71%)
<b>Office Services Subtotal</b>	<b>13,200</b>	<b>8,335</b>	<b>11,788</b>	<b>11,100</b>	<b>(2,100)</b>	<b>(19%)</b>	<b>(4,865)</b>	<b>(58%)</b>
Legal Advice	12,000	2,500	9,000	18,000	6,000	33%	(9,500)	(380%)
Other Professional Fees	40	2,843	1,688	35	(5)	(14%)	2,803	99%
<b>Professional Fees Subtotal</b>	<b>12,040</b>	<b>5,343</b>	<b>10,688</b>	<b>18,035</b>	<b>5,995</b>	<b>33%</b>	<b>(6,697)</b>	<b>(125%)</b>
Training	6,250	4,737	4,663	8,000	1,750	22%	(1,513)	(32%)
<b>Specific Department Costs Subtotal</b>	<b>6,250</b>	<b>4,737</b>	<b>4,663</b>	<b>8,000</b>	<b>1,750</b>	<b>22%</b>	<b>(1,513)</b>	<b>(32%)</b>
<b>Grand Total:</b>	<b>272,381</b>	<b>229,933</b>	<b>237,191</b>	<b>242,828</b>	<b>(29,553)</b>	<b>(12%)</b>	<b>(49,949)</b>	<b>(22%)</b>