

**Budget Monitoring Outturn 2017/18**

<b>Expense/Income Account</b>	<b>Plan £</b>	<b>Actual £</b>	<b>Variance £</b>
<b>Employees</b>			
Gross Pay	393,500	405,736	12,236
Overtime		(333)	(333)
LG Pensions	90,050	92,840	2,790
National Insurance	36,800	34,454	(2,346)
Misc Allowances	820	740	(80)
Holiday Pay	0	301	301
Accumulated Absences (IAS19)	0	1,056	1,056
Agency Staff - Cardiff Works	0	13,063	13,063
Employers Liability Ins Premiums	550		(550)
Medical Expenses	0	190	190
Staff Training Expenses	0	1,108	1,108
Apprenticeship Levy	0	2,000	2,000
<b>Employees Total</b>	<b>521,720</b>	<b>551,156</b>	<b>29,436</b>

<b>Premises</b>			
Repairs Alterations & Maintenance	10,000	22,181	12,181
Security Measures	5,500	8,901	3,401
Rodent & Pest Control	350	583	233
Maintenance of Grounds - General	1,500	1,495	(5)
Waste Disposal Services - PHS Unit	0	499	499
Fire Alarm Service	3,640	2,853	(787)
Maintenance Contracts	10,000	7,633	(2,367)
Electricity	28,000	25,876	(2,124)
Gas	11,400	12,118	718
National Non Domestic Rates	176,000	175,898	(103)
Water Rates	4,000	6,269	2,269
Security Services	300	310	10
Key Holding	0	0	0
Cleaning Materials	500	321	(179)
Window & Flue Cleaning	0	125	125
Refuse Collection/Bulk Containers	1,500	1,239	(261)
Contract Cleaning	8,700	9,137	437
Specialist Waste Disposal	600	480	(120)
Property Insurance Premiums	2,500		(2,500)
<b>Premises Total</b>	<b>264,490</b>	<b>275,917</b>	<b>11,427</b>

**Budget Monitoring Outturn 2017/18**

<b>Expense/Income Account</b>	<b>Plan £</b>	<b>Actual £</b>	<b>Variance £</b>
-------------------------------	-------------------	---------------------	-----------------------

<b>Transport</b>			
Hire of Transport CTS	150	788	638
Public Transport - Staff Use	500	637	137
Staff Rail Season Ticket Loans	0	(596)	(596)
Car Allowances	300	141	(159)
Travel Expenses	500	87	(413)
MV Hire Ins Prems	0	158	158
<b>Transport Total</b>	<b>1,450</b>	<b>1,215</b>	<b>(235)</b>

<b>Supplies &amp; Services</b>			
Purchase/Repair - Furniture	0	55	55
Purchase/Repair - Office Equipment	0	76	76
Equipment & Materials	0	1,462	1,462
Other Materials	0	69	69
Consumables - Equip.	0	323	323
Signs - New & Repairs	250		(250)
Conservation	5,000	27,312	22,312
Vending Machines - Purchase	3,100	3,006	(94)
Catering Sundries	5,000	2,476	(2,524)
Uniforms & Overalls (Staff)	100		(100)
Overalls & Protective Clothing	0	30	30
General Printing & Stationery	500	1,731	1,231
Photocopying Materials	1,000	271	(729)
Audit Fee	2,400	1,637	(763)
Translation Welsh Language	3,000	2,503	(497)
Archiving/Storgae Service	500		(500)
Central Telephone Exchanges	4,000	4,093	93
Telephones	1,500	1,556	56
Postages	500	522	22
Internet Charges	1,000	199	(801)
Consumables - IT Related (Computer)	600		(600)
Hardware Purchase	0	4,155	4,155
Software Licences & Mtnce Agrmts	4,000	4,594	594
Maintenance & Development	0	2,020	2,020
ICT Holding A/C con	0	3,000	3,000
Subsistence Allowances	0	16	16
Subscriptions	520	1,263	743
Public Liability Insurance Premiums	1,020		(1,020)
Miscellaneous Insurance Premiums	700		(700)
			0
<b>Supplies &amp; Services Total</b>	<b>34,690</b>	<b>62,369</b>	<b>27,679</b>

**Budget Monitoring Outturn 2017/18**

<b>Expense/Income Account</b>	<b>Plan £</b>	<b>Actual £</b>	<b>Variance £</b>
-------------------------------	-------------------	---------------------	-----------------------

<b>Support Services</b>			
Accountancy	14,000	6,410	(7,590)
Income Recovery	100	280	180
Payroll	500	180	(320)
Payments	500	440	(60)
Audit	700	525	(175)
Procurement	600	400	(200)
SAP Support	3,000	3,000	0
ICT Services	10,000	8,000	(2,000)
HRPS	4,000	8,470	4,470
Legal Services	500		(500)
<b>Support Services Total</b>	<b>33,900</b>	<b>27,705</b>	<b>(6,195)</b>

<b>GROSS EXPENDITURE</b>	<b>856,250</b>	<b>918,363</b>	<b>62,113</b>
--------------------------	----------------	----------------	---------------

<b>Income</b>			
Arch & Rec Cnl Wales	0	(6,642)	(6,642)
Wellcome Trust Grant Drawdown	(60,000)	(80,851)	(20,851)
Publications General	(2,000)	(545)	1,455
Sale of Photocopies	(2,000)	(1,488)	512
Conservation Income	(15,000)	(15,228)	(228)
Food	(10,000)	(6,778)	3,222
Course Fees	(250)	(200)	50
Search Fees	(3,000)	(3,682)	(682)
Royalties	(11,000)	(1,284)	9,716
Hire Of Specialist Rooms	(47,500)	(54,664)	(7,164)
Sundry Charges & Income	0	(62,482)	(62,482)
Donations	(500)	(254)	246
Other Interest	(1,000)	(258)	742
Tfr fm Acc Absence	0	(1,056)	(1,056)
Cont from Other Earmarked Reserves	(50,000)	(28,950)	21,050
<b>Income Total</b>	<b>(202,250)</b>	<b>(264,363)</b>	<b>(62,113)</b>

<b>NET EXPENDITURE (Contributions)</b>	<b>654,000</b>	<b>654,000</b>	<b>0</b>
--	----------------	----------------	----------