

Budget Monitoring Outturn 2016/17

Expense/Income Account	Plan £	Actual £	Variance £
Employees			
Gross Pay	342,390	352,842	10,452
National Insurance	34,210	29,663	(4,547)
LG Pensions	72,470	81,903	9,433
Misc Allowances	820	461	(359)
Holiday Pay	0	1,671	1,671
Accumulated Absences		0	0
Agency Staff - Cardiff Works	0	18,154	18,154
Employers Liability Ins Premiums	550	0	(550)
Medical Expenses	0	14	14
Staff Training Expenses	0	730	730
Employees Total	450,440	485,437	34,997

Premises			
Repairs Alterations & Maintenance	10,000	22,590	12,590
Security Measures	5,500	5,551	51
Rodent & Pest Control	100	350	250
Maintenance of Grounds - General	1,500	1,495	(5)
Fire Alarm Service	3,640	5,866	2,226
Maintenance Contracts	10,000	10,038	38
Electricity	40,600	25,415	(15,185)
Gas	11,400	4,419	(6,981)
National Non Domestic Rates	190,060	189,540	(520)
Water Rates	1,200	4,710	3,510
Security Services	0	305	305
Key Holding	0	40	40
Cleaning Materials	500	252	(248)
Window & Flue Cleaning	700	0	(700)
Refuse Collection/Bulk Containers	1,500	1,788	288
Contract Cleaning	7,500	9,688	2,188
Specialist Waste Disposal	1,500	536	(964)
Property Insurance Premiums	2,500	0	(2,500)
Premises Total	288,200	282,583	(5,617)

Transport			
Hire of Transport CTS	0	480	480
Public Transport - Staff Use	500	636	136
Staff Rail Season Ticket Loans	0	(890)	(890)
Car Allowances	600	232	(368)
Travel Expenses	1,450	1,217	(233)
MV Hire Ins Prems	0	161	161
Transport Total	2,550	1,836	(714)

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Supplies & Services			
Purchase/Repair - Office Equipment	0	51	51
New Plant & Tools	0	203	203
Equipment & Materials	0	381	381
Signs - New & Repairs	250	23	(227)
Conservation	5,000	20,944	15,944
Vending Machines	3,000	2,772	(228)
Catering Sundries	10,000	6,489	(3,511)
Catering Services General	0	149	149
Uniforms & Overalls (Staff)	100	0	(100)
General Printing & Stationery	500	919	419
OLR - Photocopiers	1,000	(41)	(1,041)
Photocopying Materials	0	1,710	1,710
Audit Fee	3,200	2,153	(1,047)
Translation Welsh Language	3,000	1,708	(1,292)
Archiving/Storage Service	500	0	(500)
Central Telephone Exchanges	4,000	4,115	115
Telephones	1,950	1,549	(401)
Postages	600	345	(255)
Internet Charges	1,000	222	(778)
Software Purchase	1,000	2,400	1,400
Consumables - IT Related (Computer)	590	0	(590)
Software Licences & Mtnce Agrmts	4,000	4,488	488
ICT Holding A/C Con	0	2,800	2,800
Accommodation Expenses	0	526	526
Subsistence Allowance	0	7	7
Subscriptions	700	520	(180)
Public Liability Insurance Premiums	1,020	0	(1,020)
Miscellaneous Insurance Premiums	700	0	(700)
Miscellaneous Expenditure	0	2,139	2,139
Advertising General	0	(135)	(135)
Supplies & Services Total	42,110	56,436	14,326

Support Services			
Accountancy	14,800	5,070	(9,730)
Income Recovery	100	310	210
Payroll	500	240	(260)
Payments	500	340	(160)
Audit	1,500	2,945	1,445
Procurement	600	390	(210)
SAP Support	2,000	3,470	1,470
ICT Services	12,000	9,750	(2,250)
HRPS	7,200	9,000	1,800
Legal Services	500	0	(500)
Support Services Total	39,700	31,515	(8,185)

GROSS EXPENDITURE	823,000	857,808	34,808
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Expense/Income Account	Plan £	Actual £	Variance £
Income			
Arch & Rec Cnl Wales	0	(7,575)	(7,575)
Heritage Lottery Fund	0	(375)	(375)
NMCT	0	(847)	(847)
Wellcome Trust Grant	0	(11,707)	(11,707)
Publications General	(2,000)	(847)	1,153
Sale of Photocopies	(2,000)	(1,867)	133
Conservation Income	(15,000)	(26,553)	(11,553)
Food	(15,000)	(13,569)	1,431
Course Fees	(500)	(130)	370
Search Fees	(3,000)	(3,084)	(84)
Royalties	(10,000)	(2,087)	7,913
Hire Of Specialist Rooms	(37,000)	(51,793)	(14,793)
Sundry Charges & Income	0	(27,824)	(27,824)
Donations	0	(227)	(227)
Access Charges	0	(83)	(83)
Other Interest	(2,500)	(617)	1,883
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Income Total	(162,000)	(196,808)	(34,808)
NET EXPENDITURE (Contributions)	661,000	661,000	0