Budget (Version 7) 2002/3

### **BUDGET 2002/3**

### **DETAILED SUMMARY**

	Yr 2001-02 £	Budget £	Variance £	Variance %
INCOME				
Professions	d	CONTROL OF THE CONTRO		
Arts Therapists	45,913	50,064	4,152	9.04
Chiropodists	208,964	212,899	3,935	1.88
Clinical Scientists	93,523	99,352	5,829	6.23
Dietitians	162,808	172,558	9,751	5.99
Medical Laboratory Scientific Officers	538,546	550,587	12,041	2.24
Orthoptists Occupational Therapists	30,690 695,543	30,908	218	0.71
Paramedics	214,028	727,036 224,244	31,494 10,216	4.53 4.77
Physiotherapists	839,347	990,329	150,982	4.77 17.99
Prosthetists & Orthotists	18,908	19,823	915	4.84
Radiographers	591,874	613,892	22,019	3.72
Speech and Language Therapists	248,537	285,608	37,071	14.92
	2 10,007			14.52
	3,688,679	3,977,300	288,621	7.82
Department of Health Grant	o	2,000,000	2,000,000	0.00
Investment and other income	9,944	119,000	109,056	1,096.71
			100,000	1,030.71
TOTAL INCOME	3,698,622	6,096,300	2,397,678	64.83
EXPENDITURE				
Departments				
President	0	100,284	100,284	0.00
Council	101,949	240,082	138,133	135.49
Chief Executive	346,325	164,432	(181,893)	(52.52)
Education and Policy	70,807	168,508	97,701	137.98
Operations	505,102	598,475	93,373	18.49
Directors	252,172	365,913	113,741	45.10
IT Department	390,526	364,262	(26,264)	(6.73)
Finance	247,355	339,397	92,042	37.21
Administration	966,141	865,855	(100,286)	(10.38)
Legal Services Human Resources	370,523 12,123	540,060	169,537	45.76
Communications	72,123 72,920	103,354 141,802	91,231 68,882	752.55 94.46
Committees and Working Groups	454,562	575,840	121,278	
Department of Health Funded Expenditure	434,302	2,000,000	2,000,000	26.68 0.00
- soparation of frouters and a Expenditure	<b>J</b>			0.00
TOTAL EXPENDITURE	3,790,506	6,568,264	2,777,758	73.28
SURPLUS/(DEFICIT)	(91,883)	(471,964)	(380,081)	413.66

### **BUDGET 2002/3**

### **DETAILED SUMMARY**

## PROFESSIONS SUMMARY

	Yr 2001-02 £	Budget £	Variance £	Variance %
Income				
Registration fees	112,032	114,840	2,808	2.45
Registration fees (part year)	68,119	71,570	3,451	4.82
Restoration fees	89,726	92,730	3,004	3.24
Retention fees	2,846,643	3,069,365	222,722	7.26
EU fees	74,932	82,424	7,492	9.09
Non-EU fees	461,743	507,917	46,174	9.09
Confirmation letter fees	17,425	19,138	1,713	8.95
Grandfathering fees	17,560	19,316	1,756	9.09
Other	499	0	(499)	0.00
	3,688,679	3,977,300	288,621	7.26

### **BUDGET 2002/3**

CODE	INVESTME	NT & OTH	ER INCOMI	<b>E</b>
BUDGET MANAGER	-			
·	Yr 01-02 £	Budget £	Variance £	Variance %
Income				
Other income	21,039	0	21,039	#DIV/0!
Bank interest - Business Reserve	3,892	4,000	(108)	(2.70)
Bank interest - Money Market	23,404	25,000	(1,596)	(6.38)
Portfolio income	83,235	90,000	(6,765)	(7.52)
Profit and loss on disposal of investments	(121,626)	0	(121,626)	#DIV/0!
	9,944	119,000	(109,056)	(91.64)

#### **OVERHEAD BUDGET 2002-3**

## OVERHEAD TOTAL

Code		Yr 01-02 £	Budget £	Variance £	Variance %
	Payroll				
	Basic	1,020,203	1,261,042	240,839	19.10
	Overtime	46,812	44,750	(2,062)	(4.61)
	National Insurance	99,811	124,920	25,109	20.10
	Pension costs	150,057	209,496	59,439	28.37
	Medical insurance	3,537	4,000	463	11.57
	Staff recruitment	35,046	25,246	(9,800)	(38.82)
	Temporary staff	61,408	41,000	(20,408)	(49.78)
	Other payroll expense	124,323	0	(124,323)	#DIV/0!
		1,541,197	1,710,454	169,257	9.90
	Travelling and subsistence				
	Fares	0	35,550	35,550	100.00
	Car expenses and car park	3,822	6,500	2,678	41.20
	Subsistence	0,0	21,550	21,550	100.00
	Entertaining	0	8,350	8,350	100.00
	Council/committee expenses	0	í o	0	#DIV/0!
	Other travelling and subsistence	17,679	0	(17,679)	#DIV/0!
	•	21,501	71,950	50,449	70.12
	Council and committee expenses				
	Fees	0	355,920	355,920	100.00
	Travelling and subsistence	44,767	248,600	203,833	81.99
	Conference expenses	0	20,000	20,000	100.00
	Training	0	10,000	10,000	100.00
	,, <u></u>	44,767	634,520	589,753	92.94
				<del></del>	
	Property services	;			
	Business rates	4,506	6,000	1,494	24.90
	Water	580	1,000	420	41.99
	Electricity	8,957	12,000	3,043	25.36
	Gas Cleaning contractors	719 15 516	1,000	281	28.08
	Cleaning contractors  Cleaning materials	15,516 5,371	20,000	4,484	22.42
	Waste disposal		6,000 4,750	629	10.48
	Repairs and maintenance	1,647 112,753	1,750 50,000	103 (62,753)	5.89
	Maintenance contracts	1,727	5,000 5,000	3,273	(125.51)
	Security	1,727	5,000 5,000	5,273 5,000	65.45 100.00
	Other property costs	197,960	3,000 0	(197,960)	#DIV/0!
	Property depreciation	16,921	26,000	9,079	#DIV/0! 34.92
		366,657		(232,907)	(174.14)

Code		Yr 01-02 £	Budget £	Variance £	Variance %
	Office services				
	Printing and stationery	220,599	246,000	25,401	10.33
	Photocopying	4,181	8,000	3,819	47.73
	Microfilming	0	1,000	1,000	100.00
	Postage	198,250	200,000	1,750	0.87
	Telephone	23,024	30,000	6,976	23.25
	Telephone system maintenance	0	1,000	1,000	100.00
	Mobile telephone	1,186	5,000	3,814	76.28
	Fax	615	1,000	385	38.50
	Couriers	0	1,000	1,000	100.00
	Office equipment < £500	9,725	10,000	275	2.75
	Office equipment maintenance	4,611	5,000	389	7.79
	Staff catering	10,144	13,500	3,356	24.86
	Other office services	1,298	3,900	2,602	66.71
	Depreciation of office equipment	15,593	16,000	407	2.54
		489,226	541,400	52,174	9.64
	Computer services				
	Hardware < £500	652	6,000	5,348	89.14
	Hardware maintenance	23,799	10,000	(13,799)	(137.99)
	Software	32,914	32,000	(914)	(2.85)
	Software maintenance	18,765	22,000	3,235	14.71
	Software development	0 ;	1,000	1,000	100.00
	Systems support	18,192	27,000	8,808	32.62
	Internet development	49,334	0	(49,334)	#DIV/0!
	Internet maintenance	94	12,000	11,906	99.22
	Computer media and sundries	10,298	10,000	(298)	(2.98)
	Disaster contingency plan	5,779	6,500	721	11.10
	Computer training	5,273	6,000	727	12.12
	Other computer services costs	396	2,000	1,604	80.20
	Hardware depreciation	67,487	92,500	25,013	27.04
		232,981	227,000	(5,981)	(2.63)

Code		Yr 01-02 £	Budget £	Variance £	Variance %
	Specific departmental expenses				
	Accountancy assistance	33,210	7,000	(26,210)	(374.43)
	Advertisements and other promotions	4,558	10,000	5,442	54.42
	Annual report	67,862	50,000	(17,862)	(35.72)
	Archive storage	7,840	12,000	4,160	34.67
	Auditors' fees	8,588	21,000	12,413	59.11
	Bank charges	23,386	25,000	1,614	6.46
	Books and publications	5,406	7,800	2,394	30.69
	Christmas expenses	0	0	0	#DIV/0!
	Conferences	0	7,500	7,500	100.00
	General insurance	14,310	15,000	690	4.60
	Legal insurance	0	52,500	52,500	100.00
	Health and safety	1,055	2,500	1,445	57.81
	Legal expenses	328,377	340,000	11,623	3.42
	Library	0	0	0	#DIV/0!
	Other professional fees (inc Scanning & Linking)	120,495	56,000	(64,495)	(115.17)
	Pension administration	0	5,000	5,000	100.00
	Staff functions	4,482	12,000	7,518	62.65
	Subscriptions to professional bodies	4,257	5,050	793	15.70
	Taxation assistance	8,653	20,000	11,347	56.73
	Training	7,136	25,000	17,864	71.46
	Translations	0	0	0	#DIV/0!
		639,615	673,350	33,735	5.01
	OVERVIEUR TOTAL	0.005.044		050 400	
	OVERHEAD TOTAL	3,335,944	3,992,424	656,480	16.44

Budget (Version 6) 2002/3

#### **BUDGET 2002/3**

### **DETAILED SUMMARY**

	Yr 2001-02 £	Budget £	Variance £	Variance %
INCOME				
Professions		Alexandr Day - Warring - Warring		
Arts Therapists	45,913	50,064	4,152	9.04
Chiropodists	208,964	212,899	3,935	1.88
Clinical Scientists	93,523	99,352	5,829	6.23
Dietitians	162,808	172,558	9,751	5.99
Medical Laboratory Scientific Officers	538,546	550,587	12,041	2.24
Orthoptists Occupational Therepists	30,690	30,908	218	0.71
Occupational Therapists Paramedics	695,543 214,028	727,036 224,244	31,494	4.53
Physiotherapists	839,347	890,329	10,216 50,982	4.77 6.07
Prosthetists & Orthotists	18,908	19,823	915	4.84
Radiographers	591,874	613,892	22,019	3.72
Speech and Language Therapists	248,537	285,608	37,071	14.92
Special and Edinguage Therapiete				14.92
	3,688,679	3,877,300	188,621	5.11
Department of Health Crent	0	2 000 000	2 000 000	0.00
Department of Health Grant Investment and other income	0 9,944	2,000,000 119,000	2,000,000 109,056	0.00
mvestment and other income	3,344 <u> </u>	1.13,000	109,030	1,096.71
TOTAL INCOME	3,698,622	5,996,300	2,297,678	62.12
EXPENDITURE				
Departments				
President	0	100,284	100,284	0.00
Council	101,949	240,082	138,133	135.49
Chief Executive	346,325	164,432	(181,893)	(52.52)
Education and Policy	70,807	168,508	97,701	137.98
Operations	505,102	598,475	93,373	18.49
Directors	252,172	365,913	113,741	45.10
IT Department	390,526	364,262	(26,264)	(6.73)
Finance	247,355	339,397	92,042	37.21
Administration	966,141	865,855	(100,286)	(10.38)
Legal Services	370,523	540,060	169,537	45.76
Human Resources Communications	12,123	103,354	91,231	752.55
Committees and Working Groups	72,920 454,562	141,802 575,840	68,882 121,278	94.46
Department of Health Funded Expenditure	454,562 0	2,000,000	2,000,000	26.68
Department of Fleater Funded Expenditure		2,000,000	2,000,000	0.00
TOTAL EXPENDITURE	3,790,506	6,568,264	2,777,758	73.28
SURPLUS/(DEFICIT)	(91,883)	(571,964)	(480,081)	522.49

### **BUDGET 2002/3**

### **DETAILED SUMMARY**

## PROFESSIONS SUMMARY

	Yr 2001-02 £	Budget £	Variance £	Variance %
Income				
Registration fees	112,032	114,840	2,808	2.45
Registration fees (part year)	68,119	71,570	3,451	4.82
Restoration fees	89,726	92,730	3,004	3.24
Retention fees	2,846,643	2,969,365	122,722	4.13
EU fees	74,932	82,424	7,492	9.09
Non-EU fees	461,743	507,917	46,174	9.09
Confirmation letter fees	17,425	19,138	1,713	8.95
Grandfathering fees	17,560	19,316	1,756	9.09
Other	499	iii O	(499)	0.00
	3,688,679	3,877,300	188,621	4.86

### **OVERHEAD BUDGET 2002-3**

## **OVERHEAD TOTAL**

Payroll   Basic	Code		Yr 01-02 £	Budget £	Variance £	Variance %
Basic         1,020,203         1,261,042         240,839         19.10           Overtime         46,812         44,750         (2,062)         (4.61)           National Insurance         99,811         124,920         25,109         20.10           Pension costs         150,057         209,496         59,439         28.37           Medical insurance         3,537         4,000         463         11.57           Staff recruitment         35,046         25,246         (9,800)         (38.82)           Temporary staff         61,408         41,000         (20,408)         (49.78)           Other payroll expense         124,323         0         (124,323)         #DIV/01           Travelling and subsistence         1,541,197         1,710,454         169,257         9.90           Travelling and subsistence           Car expenses and car park         3,822         6,800         2,678         41,20           Subsistence         0         21,550         21,550         100.00           Centratianing         0         8,350         100.00           Council and committee expenses         0         35,920         35,920         100.00           Travelling and subsistence		Pavroll				
Overtime         46,812 National Insurance         44,750 (2,062) (2,062) (2,062) (2,062) (2,062) (2,062) (2,062) (20,946) (20,946) (20,946) (20,946) (20,946) (20,946) (20,946) (30,802) (38,822) (20,946) (49,78) (20,946) (20,948) (49,78) (20,946) (20,948)			1,020,203	1,261,042	240,839	19.10
National Insurance   99,811   124,920   25,109   20.10   Pension costs   150,057   209,496   59,439   28.37   Medical insurance   3,537   4,000   463   11.57   Staff recruitment   35,046   25,246   (9,800)   (38.82)   Temporary staff   61,408   41,000   (20,408   (49.78)   (49.78)   (1,541,197   1,710,454   169,257   9.90   (124,323   0)   (124,3				24 - 1	•	
Pension costs   150,057   209,496   59,439   28.37   Medical insurance   3,537   4,000   (49.800   (38.82)   Temporary staff   61,408   41,000   (20.408)   (49.78)   (49.78)   (124.323		National Insurance		124,920	• •	
Staff recruitment   35,046   25,246   (9,800)   (38.82)   Temporary staff   61,408   41,000   (20,408)   (49.78)				272222000000000000000000000000000000000	· · · · · · · · · · · · · · · · · · ·	28.37
Temporary staff		Medical insurance	3,537	4,000	463	11.57
Temporary staff		Staff recruitment	35,046	25,246	(9,800)	(38.82)
Other payroll expense         124,323         0         (124,323)         #DIV/0l           1,541,197         1,710,454         169,257         9,90           Travelling and subsistence           Fares         0         35,550         35,550         100,00           Car expenses and car park         3,822         6,500         2,678         41,20           Subsistence         0         21,550         20,500         100,00           Entertaining         0         8,350         8,350         100,00           Council/committee expenses         0         0         0         #DIV/0l           Other travelling and subsistence         17,679         0         (17,679)         #DIV/0l           Council and committee expenses         0         355,920         355,920         100,00           Travelling and subsistence         44,767         248,600         203,833         81,99           Conference expenses         0         20,000         20,000         100,00           Training         0         10,000         10,000         100,00           Travelling and subsistence         44,767         634,520         589,753         92,94           Property services		Temporary staff	61,408	41,000	(20,408)	
Travelling and subsistence   Fares   0   35,550   35,550   100,00			124,323	0	(124,323)	#DIV/0!
Fares         0         35,550         35,550         100.00           Car expenses and car park         3,822         6,500         2,678         41.20           Subsistence         0         21,550         21,550         100.00           Entertaining         0         8,350         8,350         100.00           Council/committee expenses         0         0         0         #DIV/0!           Other travelling and subsistence         17,679         0         (17,679)         #DIV/0!           Council and committee expenses         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Training         44,767         634,520         589,753         92.94           Property services         8         8         89,753         92.94           Property services         8         1,000         420         41,99           Electricity         8,957         12,000         3,043         25.36 <tr< td=""><td></td><td></td><td>1,541,197</td><td>1,710,454</td><td>169,257</td><td>9.90</td></tr<>			1,541,197	1,710,454	169,257	9.90
Fares         0         35,550         35,550         100.00           Car expenses and car park         3,822         6,500         2,678         41.20           Subsistence         0         21,550         21,550         100.00           Entertaining         0         8,350         8,350         100.00           Council/committee expenses         0         0         0         #DIV/0!           Other travelling and subsistence         17,679         0         (17,679)         #DIV/0!           Council and committee expenses         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Training         44,767         634,520         589,753         92.94           Property services         8         8         89,753         92.94           Property services         8         1,000         420         41,99           Electricity         8,957         12,000         3,043         25.36 <tr< td=""><td></td><td>Travelling and subsistance</td><td></td><td></td><td></td><td></td></tr<>		Travelling and subsistance				
Car expenses and car park         3,822         6,500         2,678         41.20           Subsistence         0         21,550         21,550         100.00           Entertaining         0         8,350         8,350         100.00           Council/committee expenses         0         0         0         #DIV/0!           Other travelling and subsistence         17,679         0         (17,679)         #DIV/0!           Council and committee expenses         21,501         71,950         50,449         70.12           Council and committee expenses           Fees         0         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Training         0         10,000         100.00         100.00           Training         0         10,000         100.00         100.00         100.00         100.00         100.00         100.00         100.00         100.00         100.00         100.00         100.00         100.00 <t< td=""><td></td><td><del>-</del></td><td>0</td><td>35 55<b>0</b></td><td>35 550</td><td>100.00</td></t<>		<del>-</del>	0	35 55 <b>0</b>	35 550	100.00
Subsistence         0         21,550         21,550         100.00           Entertaining         0         8,350         8,350         100.00           Council/committee expenses         0         0         0         #DIV/0!           Other travelling and subsistence         17,679         0         (17,679)         #DIV/0!           21,501         71,950         50,449         70.12           Council and committee expenses           Fees         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Training         0         10,000         10,000         100.00           Training         0         10,000         10,000         100.00           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           <			_			
Entertaining Council/committee expenses		·		Hallian Sometoner at	•	
Council/committee expenses         0         0         0         #DIV/0!           Other travelling and subsistence         17,679         0         (17,679)         #DIV/0!           21,501         71,950         50,449         70.12           Council and committee expenses           Fees         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         100.00         100.00           Training         0         10,000         10,000         100.00           Training         0         40,000         10,000         100.00           Training         0         40,000         10,000         100.00           44,767         634,520         589,753         92.94           Property services         8         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           <				1003430-1010-101111111111111111111111111	·	
Other travelling and subsistence         17,679         0         (17,679)         #DIV/0!           Council and committee expenses           Fees         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Training         0         10,000         10,000         100.00           Property services         8         4,506         6,000         1,494         24.90           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           Cleaning materials         5,371         6,000         629         10.48           Waste disposal         1,647         1,750         103         5.89           Repairs and maintenance         112,753         50		•		Sommeren Allegan and States and S	•	
Council and committee expenses           Fees         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Property services         8         8         89,753         92.94           Property services         9         1,000         1,494         24.90           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           Cleaning materials         5,371         6,000         62,753         125.51           Maintenance contracts         1,647         1,750         103         5.89           Repairs and maintenance         112,753         50,000         (62,753)         (125.51)           Maintenance contracts         1,727         5,000		· ·			-	
Council and committee expenses           Fees         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Property services         Business rates         4,506         6,000         1,494         24.90           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           Cleaning materials         5,371         6,000         629         10.48           Waste disposal         1,647         1,750         103         5.89           Repairs and maintenance         112,753         50,000         (62,753)         (125.51)           Maintenance contracts         1,727         5,000         3,273         65.45           Security         0 <t< td=""><td></td><td>Other dayoning and outside inco</td><td></td><td>24222444444444444</td><td></td><td></td></t<>		Other dayoning and outside inco		24222444444444444		
Fees         0         355,920         355,920         100.00           Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           Property services           Business rates         4,506         6,000         1,494         24.90           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           Cleaning materials         5,371         6,000         629         10.48           Waste disposal         1,647         1,750         103         5.89           Repairs and maintenance         112,753         50,000         (62,753)         (125.51)           Maintenance contracts         1,727         5,000         3,273         65.45           Security         0         5,000         5,000						
Travelling and subsistence         44,767         248,600         203,833         81.99           Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           44,767         634,520         589,753         92.94           Property services           Business rates         4,506         6,000         1,494         24.90           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           Cleaning materials         5,371         6,000         629         10.48           Waste disposal         1,647         1,750         103         5.89           Repairs and maintenance         112,753         50,000         (62,753)         (125.51)           Maintenance contracts         1,727         5,000         3,273         65.45           Security         0         5,000         5,000         100.00 </td <td></td> <td>Council and committee expenses</td> <td></td> <td></td> <td></td> <td></td>		Council and committee expenses				
Conference expenses         0         20,000         20,000         100.00           Training         0         10,000         10,000         100.00           44,767         634,520         589,753         92.94           Property services           Business rates         4,506         6,000         1,494         24.90           Water         580         1,000         420         41.99           Electricity         8,957         12,000         3,043         25.36           Gas         719         1,000         281         28.08           Cleaning contractors         15,516         20,000         4,484         22.42           Cleaning materials         5,371         6,000         629         10.48           Waste disposal         1,647         1,750         103         5.89           Repairs and maintenance         112,753         50,000         (62,753)         (125.51)           Maintenance contracts         1,727         5,000         3,273         65.45           Security         0         5,000         5,000         100.00           Other property costs         197,960         0         (197,960)         #DIV/0!		Fees	0		355,920	100.00
Property services         Value         44,767         634,520         589,753         100,000           Business rates         4,506         6,000         1,494         24,90           Water         580         1,000         420         41,99           Electricity         8,957         12,000         3,043         25,36           Gas         719         1,000         281         28,08           Cleaning contractors         15,516         20,000         4,484         22,42           Cleaning materials         5,371         6,000         629         10,48           Waste disposal         1,647         1,750         103         5,89           Repairs and maintenance         112,753         50,000         (62,753)         (125,51)           Maintenance contracts         1,727         5,000         3,273         65,45           Security         0         5,000         5,000         100.00           Other property costs         197,960         0         (197,960)         #DIV/0!           Property depreciation         16,921         26,000         9,079         34,92		Travelling and subsistence	44,767	248,600		81.99
44,767 634,520 589,753         92.94           Property services           Business rates         4,506 6,000 1,494 24.90           Water         580 1,000 420 41.99           Electricity         8,957 12,000 3,043 25.36           Gas         719 1,000 281 28.08           Cleaning contractors         15,516 20,000 4,484 22.42           Cleaning materials         5,371 6,000 629 10.48           Waste disposal         1,647 1,750 103 5.89           Repairs and maintenance         112,753 50,000 (62,753) (125.51)           Maintenance contracts         1,727 5,000 3,273 65.45           Security         0 5,000 5,000 100.00           Other property costs         197,960 0 (197,960) #DIV/0!           Property depreciation         16,921 26,000 9,079 34.92		Conference expenses	0	20,000	20,000	100.00
Property services         Business rates       4,506       6,000       1,494       24.90         Water       580       1,000       420       41.99         Electricity       8,957       12,000       3,043       25.36         Gas       719       1,000       281       28.08         Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92		Training			10,000	100.00
Business rates       4,506       6,000       1,494       24.90         Water       580       1,000       420       41.99         Electricity       8,957       12,000       3,043       25.36         Gas       719       1,000       281       28.08         Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92			44,767	634,520	589,753	92.94
Business rates       4,506       6,000       1,494       24.90         Water       580       1,000       420       41.99         Electricity       8,957       12,000       3,043       25.36         Gas       719       1,000       281       28.08         Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92		Property services				
Water       580       1,000       420       41.99         Electricity       8,957       12,000       3,043       25.36         Gas       719       1,000       281       28.08         Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92		• •	4,506	6.000	1.494	24.90
Electricity       8,957       12,000       3,043       25.36         Gas       719       1,000       281       28.08         Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92				**************************************	-	
Gas       719       1,000       281       28.08         Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92				CONTROL OF THE CONTRO		
Cleaning contractors       15,516       20,000       4,484       22.42         Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92		· · · · · · · · · · · · · · · · · · ·	•	BECKER HER STATE OF THE STATE OF		
Cleaning materials       5,371       6,000       629       10.48         Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92		Cleaning contractors	15,516		4,484	
Waste disposal       1,647       1,750       103       5.89         Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92				7 1 1 2 2 2 3 3 4 4 5 5 5 5 5 5 6 5 6 5 6 5 6 5 6 6 6 6		
Repairs and maintenance       112,753       50,000       (62,753)       (125.51)         Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92		<b>▼</b>		CONTRACTOR OF THE		
Maintenance contracts       1,727       5,000       3,273       65.45         Security       0       5,000       5,000       100.00         Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92				trafficulting and the set of the		
Security         0         5,000         5,000         100.00           Other property costs         197,960         0         (197,960)         #DIV/0!           Property depreciation         16,921         26,000         9,079         34.92						
Other property costs       197,960       0       (197,960)       #DIV/0!         Property depreciation       16,921       26,000       9,079       34.92						
Property depreciation 16,921 <b>26,000</b> 9,079 34.92			197,960			
				26,000		

Code		Yr 01-02 £	Budget £	Variance £	Variance %
	Office services				
	Printing and stationery	220,599	246,000	25,401	10.33
	Photocopying	4,181	8,000	3,819	47.73
	Microfilming	0	1,000	1,000	100.00
	Postage	198,250	200,000	1,750	0.87
	Telephone	23,024	30,000	6,976	23.25
	Telephone system maintenance	0	1,000	1,000	100.00
	Mobile telephone	1,186	5,000	3,814	76.28
	Fax	615	1,000	385	38.50
	Couriers	0	1,000	1,000	100.00
	Office equipment < £500	9,725	10,000	275	2.75
	Office equipment maintenance	4,611	5,000	389	7.79
	Staff catering	10,144	13,500	3,356	24.86
	Other office services	1,298	3,900	2,602	66.71
	Depreciation of office equipment	15,593	16,000	407	2.54
		489,226	541,400	52,174	9.64
	•				
	Computer services	050		5.040	
	Hardware < £500	652	6,000	5,348	89.14
	Hardware maintenance	23,799	10,000	(13,799)	(137.99)
	Software	32,914	32,000	(914)	(2.85)
	Software maintenance	18,765	22,000	3,235	14.71
	Software development	0	1,000	1,000	100.00
	Systems support	18,192	27,000	8,808	32.62
	Internet development	49,334	0	(49,334)	#DIV/0!
	Internet maintenance	94	12,000	11,906	99.22
	Computer media and sundries	10,298	10,000	(298)	(2.98)
	Disaster contingency plan	5,779	6,500	721	11.10
	Computer training	5,273	6,000	727	12.12
	Other computer services costs	396	2,000	1,604	80.20
	Hardware depreciation	67,487	92,500	25,013	27.04
		232,981	227,000	(5,981)	(2.63)

Code		Yr 01-02 £	Budget £	Variance £	Variance %
	Specific departmental expenses				
	Accountancy assistance	33,210	7,000	(26,210)	(374.43)
	Advertisements and other promotions	4,558	10,000	5,442	54.42
	Annual report	67,862	50,000	(17,862)	(35.72)
	Archive storage	7,840	12,000	4,160	34.67
	Auditors' fees	8,588	21,000	12,413	59.11
	Bank charges	23,386	25,000	1,614	6.46
	Books and publications	5,406	7,800	2,394	30.69
	Christmas expenses	0	0	. 0	#DIV/0!
	Conferences	0	7,500	7,500	100.00
	General insurance	14,310	15,000	690	4.60
	Legal insurance	0	52,500	52,500	100.00
	Health and safety	1,055	2,500	1,445	57.81
	Legal expenses	328,377	340,000	11,623	3.42
	Library	0	0	0	#DIV/0!
	Other professional fees (inc Scanning & Linking)	120,495	56,000	(64,495)	(115.17)
	Pension administration	0	5,000	5,000	100.00
	Staff functions	4,482	12,000	7,518	62.65
	Subscriptions to professional bodies	4,257	5,050	793	15.70
	Taxation assistance	8,653	20,000	11,347	56.73
	Training	7,136	25,000	17,864	71.46
	Translations	0	0	0	#DIV/0!
		639,615	673,350	33,735	5.01
	OVERHEAD TOTAL	3,335,944	3,992,424	656,480	16.44