

APPENDIX 2 - ARCHIVES Q3 BUDGET

Agreed at JAC

Cost Centre / GL Code	Cost Centre / GL Code	Description	2010-11		Expenditure to 31.12.2010	Variance to Date	Text
			Budget	Budget to 30.12.2010			
12221	Archives		£	£	£		
5	5110060	Libr & Asst - Basic	111,395	83,546	73,926	-9,621	
5	5110062	Libr & Asst - Temp Pay		0	37	37	
5	5110063	Libr & Asst - Recurring pay		0	50	50	
5	5110064	Libr & Asst - Overtime		0	205	205	
5	5110068	Libr & Asst Ers NI	7,577	5,683	4,809	-874	
5	5110069	Libr & Asst Ers pen	19,383	14,537	11,908	-2,629	
5	5110722	Cleaners Temp pay		0	250	250	
5	5110728	HR - caretks & clnrs Ers NI		0	3		
5	5110860	Admin & Prof Basic	35,888	26,916	27,227	311	
5	5110868	Admin & Prof Ers NI	1,730	1,298	1,253	-44	
5	5110869	Admin & Prof Ers Pens	6,245	4,684	4,737	54	
5	5116020	HR - Relocation Expenses	0	0	3,400	3,400	
		Employees Total	182,218	136,664	127,805	(8,862)	variance due to vacant posts
5	6116690	Exam and course fees	0	0	499	499	
		Employee other Total	0	0	499	499	
5	5131400	Car Allowances	500	375	0	-375	
5	5131460	Other Travel Expenses	0	0	239	239	
6	6132000	Public Transport	113	85	73	-12	
		Transport Total	613	460	312	-148	
6	6124020	Service Charges	29,398	22,049	25,000	2,951	service charges paid in advance
6	6124100	Rates	16,203	12,152	0	-12,152	business rates as paid below
6	9429031	Business Rates	0	0	16,146	16,146	
6	9211110	Cleaning Recharge	0	0	133	133	
6	9211120	Refuse Collection Recharge	0	0	388	388	
6	6124500	Cleaning	7,865	5,899	64	-5,835	building cleaning paid below
6	9429130	Building Cleaning Recharge	0	0	5,171	5,171	
		Premises Total	53,466	40,100	46,902	6,803	
6	6140020	Equipment Purchase	1,781	1,336	35	-1,300	
6	6140020	Systems (maint)	4,000	3,000		-3,000	
6	6140080	Hire of Equipment	1,580	1,185	420	-765	
6	6140100	Materials - general	1,580	1,185	134	-1,051	
6	6144000	Advertising - general		0	92	92	
6	6144050	Books & Pub - gen		0	147	147	
6	6144700	Office Expenses - general		0	56	56	
6	6143010	Laundry & Dry Clean	113	85	0	-85	
6	6144800	Printing	670	503	855	352	
6	6144820	Stationery		0	256	256	
6	6145000	Hired & Contracted Services	0	0	100	100	
6	6145140	Prof & members fees	0	0	216	216	
6	9211250	Training course fees Recharge		0	15	15	
6	6146000	Computer Equip & Mats		0	3,183	3,183	
6	6146100	Postages		0	286	286	
6	6146200	Tel-Rental/Contr		0	761	761	
6	6146210	Telephones - Other c	4,604	3,453	88	-3,365	
6	6147000	Expenses Non Staff		0	200	200	
6	6147030	Hospitality		0	28	28	
6	6147600	Subscriptions		0	30	30	
6	6149000	Other supplies & Services		0	130	130	
6	6149001	Delivery costs		0	10	10	
6	6149330	Conservation	6,718	5,039	5,020	-18	
		Supplies and Services Total	21,046	15,785	12,062	-3,722	
		Gross Expenditure	257,343	193,007	187,580	-5,430	
4	4192200	Income - Fees & Charges	(8,643)	(6,482)	-4,430	2,052	
		Net Expenditure	248,700	186,525	183,150	-3,378	

Other Local Authorities Contributions:	£	Carry fwd adjustment	Total Amount to invoice	Quarterly invocie amount	Q1 Raised	Q2 Raised	Q3 Raised
					(07.07.10 & 07.09.10) Paid	(04.10.10) Paid.....	(04.01.11) Paid.....
Redcar & Cleveland	24.82	61,727	7821	53,906	13,476.59	09.08.2010	04.11.2010
Hartlepool	16.32	40,588	0	40,588	10,146.96	08.10.2010	03.11.2010
Stockton	34.14	84,906	10679	74,227	18,556.80	10.08.2010	08.11.2010
Middlesbrough	24.72	61,479	0	61,479	0		
Total		248,700	18,500	230,200	42,180		

* Please note that the final quarter invoice will include any end of year adjustments for the final outturn.

NOTES

- Staffing budgets for 2009-10 included an estimated pay award of 3%.
The budget for 2010-11 has been adjusted to reflect the actual pay award of 1%
- Inflation factors used in preparing the 2010-11 budget are :

Employees	1.5%
Running Expenses	2.0%
Income	2.0%
Grants	2.0%
- The service charge for Exchange House is based on estimate from Mouchel Business Services
- The budget includes ongoing revenue costs for the capital works of building, storage and I.T. costs.
- The OLA population % are based on the mid year estimates for 2008.