

	VARIANCE ANALYSIS as at 31 March 2020							
	Annual approved budget	Variation to budget	Budget year to date	Spend year to date	Less b/f from previous period	Spend this period	Variance to budget year to date £	Variance to budget year to date %
Officeholder Staff Costs	102,847		102,847	106,716	0	106,716	(3,869)	(4)
Senior Management Staff Costs	264,832		264,832	238,190	0	238,190	26,642	10
Other Staff Costs	1,065,044		1,065,044	1,015,688	0	1,015,688	49,356	5
Healthy Living Initiative	3,000		3,000	785	0	785	2,215	74
<b>Total Staff Costs</b>	<b>1,435,723</b>	<b>0</b>	<b>1,435,723</b>	<b>1,361,378</b>	<b>0</b>	<b>1,361,379</b>	<b>74,344</b>	<b>5</b>
Officeholder Travel & Expenses	5,000		5,000	2,956	0	2,956	2,044	41
Staff Travel & Expenses	8,000		8,000	5,231	0	5,231	2,769	35
Training	7,500		7,500	7,585	0	7,585	(85)	(1)
Recruitment	0		0	7,938	0	7,938	(7,938)	0
<b>Total Staff Related Costs</b>	<b>20,500</b>	<b>0</b>	<b>20,500</b>	<b>23,710</b>	<b>0</b>	<b>23,710</b>	<b>(3,210)</b>	<b>(16)</b>
Rent	50,000		50,000	50,811	0	50,811	(811)	(2)
Rates	23,850		23,850	24,164	0	24,164	(314)	(1)
Utilities	8,600		8,600	8,562	0	8,562	38	0
Cleaning	15,810		15,810	18,443	0	18,443	(2,633)	(17)
Maintenance	12,240		12,240	14,666	0	14,666	(2,426)	(20)
<b>Total Property Costs</b>	<b>110,500</b>	<b>0</b>	<b>110,500</b>	<b>116,645</b>	<b>0</b>	<b>116,646</b>	<b>(6,146)</b>	<b>(6)</b>
Auditors	16,320		16,320	16,509	0	16,509	(189)	(1)
Financial Advisers	0		0	0	0	0	0	0
Legal Advisers	10,200		10,200	15,535	0	15,535	(5,335)	(52)
Other Fees	15,000		15,000	10,202	0	10,202	4,798	32
<b>Total Professional Fees</b>	<b>41,520</b>	<b>0</b>	<b>41,520</b>	<b>42,246</b>	<b>0</b>	<b>42,246</b>	<b>(726)</b>	<b>(2)</b>
Advertising	0		0	0	0	0	0	0
Administration Costs	25,500		25,500	26,378	0	26,378	(878)	(3)
Hospitality	0		0	163	0	163	(163)	0
IT	76,543		76,543	74,407	0	74,407	2,136	3
Insurance	6,800		6,800	5,025	0	5,025	1,775	26
Library	0		0	84	0	84	(84)	0
Postage	3,774		3,774	3,706	0	3,706	68	2
Printing	11,000		11,000	10,306	0	10,306	694	6
Publicity & Promotion	13,600		13,600	9,897	0	9,897	3,703	27
Research	11,000		11,000	5,839	0	5,839	5,161	47
Telephones	6,528		6,528	6,007	0	6,007	521	8
<b>Total Running Costs</b>	<b>154,745</b>	<b>0</b>	<b>154,745</b>	<b>141,813</b>	<b>0</b>	<b>141,812</b>	<b>12,933</b>	<b>8</b>
<b>Total Revenue Costs</b>	<b>1,762,988</b>	<b>0</b>	<b>1,762,988</b>	<b>1,685,792</b>	<b>0</b>	<b>1,685,793</b>	<b>77,195</b>	<b>4</b>
Capital Expenditure	34,000		34,000	33,457	0	33,457	543	2
<b>Total Capital &amp; Revenue</b>	<b>1,796,988</b>	<b>0</b>	<b>1,796,988</b>	<b>1,719,249</b>	<b>0</b>	<b>1,719,250</b>	<b>77,738</b>	<b>4</b>
Court of Session costs	0		0	34,084	0	34,084	(34,084)	0
<b>Total inc Court of Session</b>	<b>1,796,988</b>	<b>0</b>	<b>1,796,988</b>	<b>1,753,334</b>	<b>0</b>	<b>1,753,334</b>	<b>43,654</b>	<b>2</b>
Income received				(603)	0	-603	603	0
<b>NET EXPENDITURE</b>	<b>1,796,988</b>	<b>0</b>	<b>1,796,988</b>	<b>1,752,730</b>	<b>0</b>	<b>1,752,731</b>	<b>44,257</b>	<b>2</b>