

## Healthwatch Telford & Wrekin Contract

Year to Date Report - Summary

Period: April 2014 - Mar 2015

<u>Budget Heading</u>	<u>Sub Heading</u>	<u>YTD Annual Budget</u>	<u>YTD Spend to 31/3/15</u>	<u>Variance</u>	<u>Commentary</u>
Funding		£ 160,650	£ 160,650	£ -	
Staffing Costs	Management Salaries	£ 35,000	£ 53,340	-£ 18,340	Contract manager plus additional senior management time spent on the contract.
	Engagement Officer Salaries	£ 23,500	£ 19,842	£ 3,658	
	Admin Salaries	£ 18,000	£ 31,722	-£ 13,722	
	CRB Checks	£ 150	£ -	£ 150	
	Training	£ 8,000	£ 688	£ 7,312	
	Expenses	£ 6,000	£ 4,562	£ 1,438	
Volunteer Costs	Expenses	£ 7,000	£ 2,819	£ 4,181	
Marketing & Promotional Items	Marketing	£ 12,000	£ 3,526	£ 8,474	all spend combined in marketing heading
	Promotional Material	£ 2,500	£ 480	£ 2,020	
	Production of Newsletters	£ 1,500	£ -	£ 1,500	
Facilities Management	Rent / Rates for premises	£ 15,000	£ 5,169	£ 9,831	credit in quarter for previous overcharge
	Utility costs	£ 3,000	£ -	£ 3,000	
General Office Overheads	Telephone / IT	£ 4,000	£ 3,116	£ 884	
	Postage & Stationery	£ 5,000	£ 3,033	£ 1,967	
	Depreciation on assets	£ 1,500	£ 1,500	£ -	
	Insurance	£ 1,000	£ 1,000	£ 0	
	Legal & prof fees	£ -	£ 3,850	-£ 3,850	filing of accounts at Co House, legal fees re: contract novation
	Recruitment	£ 2,500	£ 701	£ 1,799	
	Management Charge	£ 15,000	£ 15,000	£ -	
	Provision		£ 10,302	-£ 10,302	*) see details below
<b>TOTAL Annual BUDGET</b>		<b>£ 160,650</b>	<b>£ 160,650</b>	<b>£ -</b>	

\*) **Provision** for uninvoiced costs, future projects etc to be carried forward