

# Teachers' Refresher Course Committee

## Statement of Financial Performance

For the period ending 30-November-2018

Account Name	Current Month Budget	Current Month Actuals	Current Month Variance	Year to Date Budget	Year to Date Actuals	Year to Date Variance
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### Division : Consolidated

#### Income

##### MoE Contracts

MoE - PLD Courses	\$35,230	\$35,230	\$0	\$176,150	\$176,152	\$2
MoE - Networks of Expertise	\$20,000	\$20,000	\$0	\$194,250	\$214,250	\$20,000
MoE Contracts	\$55,230	\$55,230	\$0	\$370,400	\$390,402	\$20,002
Course Fees	\$26,460	\$12,730	(\$13,730)	\$259,500	\$104,739	(\$154,761)

##### Interest Income

Interest - PLD	\$12	\$8	(\$4)	\$60	\$78	\$18
Interest - NoE	\$12	\$8	(\$4)	\$60	\$62	\$2
Interest Income	\$24	\$16	(\$8)	\$120	\$140	\$20

<b>Total Income</b>	<b>\$81,714</b>	<b>\$67,976</b>	<b>(\$13,738)</b>	<b>\$630,020</b>	<b>\$495,282</b>	<b>(\$134,738)</b>
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#### Expenses

##### Course Expenses

##### Accommodation & Catering

Accom/Caterin - Participants	\$18,634	\$3,183	\$15,451	\$182,112	\$58,585	\$123,527
Accom/Catering -	\$3,025	\$431	\$2,594	\$19,325	\$12,393	\$6,932
Accom/Catering - TRCC Com	\$400	\$831	(\$431)	\$2,800	\$8,168	(\$5,368)
<b>Total Accommodation &amp;</b>	<b>\$22,059</b>	<b>\$4,445</b>	<b>\$17,614</b>	<b>\$204,237</b>	<b>\$79,146</b>	<b>\$125,091</b>

Conference Bags	\$720	\$0	\$720	\$7,440	\$0	\$7,440
Contractor - Presenters	\$0	\$2,870	(\$2,870)	\$0	\$3,052	(\$3,052)
Course Contingency	\$300	\$0	\$300	\$2,400	\$0	\$2,400
Course Expenses - Other	\$0	\$0	\$0	\$0	\$2,283	(\$2,283)
Equipment Hire	\$1,000	(\$291)	\$1,291	\$10,300	\$2,926	\$7,374
Gifts & Koha	\$500	\$0	\$500	\$6,000	\$3,118	\$2,882
Honoraria - Courses	\$3,600	(\$2,800)	\$6,400	\$27,000	\$12,067	\$14,933
Photocopying - Course	\$300	\$281	\$19	\$6,100	\$1,795	\$4,305
Planning Committee	\$2,000	\$521	\$1,479	\$14,300	\$6,843	\$7,457
Powhiri	\$0	\$0	\$0	\$2,000	\$260	\$1,740

##### Travel

Travel - Participants	\$9,800	\$4,512	\$5,288	\$83,700	\$32,123	\$51,577
Travel -	\$2,800	\$670	\$2,130	\$19,950	\$12,494	\$7,456
Travel - TRCC	\$400	\$1,149	(\$749)	\$5,000	\$7,816	(\$2,816)
<b>Total Travel</b>	<b>\$13,000</b>	<b>\$6,332</b>	<b>\$6,668</b>	<b>\$108,650</b>	<b>\$52,433</b>	<b>\$56,217</b>

Venue Hire	\$3,500	(\$174)	\$3,674	\$28,500	\$13,030	\$15,470
Course Expenses	\$46,979	\$11,183	\$35,796	\$416,927	\$176,954	\$239,973
Networks of Expertise Expenses						
Establishment Expenses	\$0	\$0	\$0	\$5,000	\$0	\$5,000

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<b>Division : Consolidated</b>						
Koha catering	\$1,667	\$0	\$1,667	\$3,334	\$65	\$3,270
Network meeting (Subject	\$1,000	\$881	\$119	\$3,000	\$991	\$2,009
Resources	\$1,667	\$0	\$1,667	\$3,334	\$0	\$3,334
Networks of Expertise Expenses	\$4,334	\$881	\$3,453	\$14,668	\$1,055	\$13,613
TRCC Office Expenses						
ACC Levies						
ACC Levies - PLD	\$0	\$0	\$0	\$376	\$376	\$0
Total ACC Levies	\$0	\$0	\$0	\$376	\$376	\$0
Accounting Fees						
Accounting Fees - PLD	\$0	\$1,315	(\$1,315)	\$2,793	\$8,115	(\$5,322)
Accounting Fees - NoE	\$0	\$1,155	(\$1,155)	\$2,792	\$3,975	(\$1,183)
Total Accounting Fees	\$0	\$2,470	(\$2,470)	\$5,585	\$12,090	(\$6,505)
Advertising & Publicity						
Advertising & Publicity - PLD	\$452	\$0	\$452	\$1,120	\$835	\$285
Advertising & Publicity - NoE	\$0	\$0	\$0	\$180	\$0	\$180
Total Advertising & Publicity	\$452	\$0	\$452	\$1,300	\$835	\$465
Audit Fees						
Audit Fees - PLD	\$0	\$0	\$0	\$0	(\$669)	\$669
Total Audit Fees	\$0	\$0	\$0	\$0	(\$669)	\$669
Bank Charges						
Bank Charges - PLD	\$0	\$0	\$0	\$29	\$33	(\$4)
Bank Charges - NoE	\$0	\$0	\$0	\$29	\$33	(\$4)
Total Bank Charges	\$0	\$0	\$0	\$58	\$66	(\$8)
Cleaning						
Cleaning - PLD	\$78	\$147	(\$69)	\$382	\$415	(\$33)
Cleaning - NoE	\$39	\$73	(\$34)	\$189	\$204	(\$15)
Total Cleaning	\$117	\$220	(\$103)	\$571	\$619	(\$48)
Computer Expenses						
Computer Expenses - PLD	\$957	\$432	\$525	\$4,099	\$4,175	(\$76)
Computer Expenses - NoE	\$73	\$35	\$38	\$320	\$673	(\$353)
Total Computer Expenses	\$1,030	\$467	\$563	\$4,419	\$4,848	(\$429)
Contingency - Overheads						
Contingency - PLD	\$100	\$0	\$100	\$500	\$0	\$500
Contingency - NoE	\$100	\$0	\$100	\$500	\$0	\$500
Total Contingency -	\$200	\$0	\$200	\$1,000	\$0	\$1,000
Depreciation Expense						

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<b>Division : Consolidated</b>						
Depreciation - PLD	\$268	\$268	\$0	\$1,340	\$1,340	\$0
Depreciation - NoE	\$132	\$132	\$0	\$660	\$660	\$0
Total Depreciation Expense	\$400	\$400	\$0	\$2,000	\$2,000	\$0
Electricity						
Electricity - PLD	\$90	\$138	(\$48)	\$680	\$636	\$44
Electricity - NoE	\$45	\$68	(\$23)	\$335	\$247	\$88
Total Electricity	\$135	\$205	(\$70)	\$1,015	\$883	\$132
General Expenses						
General Expenses - PLD	\$10	\$0	\$10	\$50	\$0	\$50
General Expenses - NoE	\$10	\$0	\$10	\$50	\$0	\$50
Total General Expenses	\$20	\$0	\$20	\$100	\$0	\$100
Governance						
Governance - PLD	\$67	\$231	(\$164)	\$335	\$416	(\$81)
Governance - NoE	\$33	\$114	(\$81)	\$165	\$205	(\$40)
Total Governance	\$100	\$344	(\$244)	\$500	\$621	(\$121)
Insurance						
Insurance - PLD	\$0	\$0	\$0	\$675	\$619	\$56
Insurance - NoE	\$0	\$0	\$0	\$675	\$619	\$56
Total Insurance	\$0	\$0	\$0	\$1,350	\$1,239	\$111
Lease Expenses - PLD						
Lease Expenses - PLD	\$47	\$47	\$0	\$235	\$211	\$24
Lease Expenses - NoE	\$23	\$23	\$0	\$115	\$139	(\$24)
Total Lease Expenses - PLD	\$70	\$70	\$0	\$350	\$350	\$0
Office Supplies						
Office Supplies - PLD	\$50	\$52	(\$2)	\$250	\$468	(\$218)
Office Supplies - NoE	\$50	\$0	\$50	\$250	\$58	\$192
Total Office Supplies	\$100	\$52	\$48	\$500	\$526	(\$26)
PLD Committee						
Catering - PLD Committee	\$105	\$106	(\$1)	\$525	\$409	\$116
Functions - PLD Committee	\$120	\$295	(\$175)	\$600	\$360	\$240
TRD's - PLD Committee	\$100	\$0	\$100	\$500	\$0	\$500
Travel - PLD Committee	\$230	\$189	\$41	\$1,150	\$241	\$909
Total PLD Committee	\$555	\$590	(\$35)	\$2,775	\$1,010	\$1,765
Printing, Postage & Stationery						
Printing & Stationery - PLD	\$362	\$65	\$297	\$1,810	\$819	\$991
Printing & Stationery - NoE	\$40	\$7	\$33	\$200	\$319	(\$119)

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<b>Division : Consolidated</b>						
Total Printing, Postage &	\$402	\$72	\$330	\$2,010	\$1,138	\$872
Recruitment						
Recruitment - NoE	\$0	\$0	\$0	\$0	\$2,818	(\$2,818)
Total Recruitment	\$0	\$0	\$0	\$0	\$2,818	(\$2,818)
Rent						
Rent - PLD	\$1,307	\$1,307	\$1	\$6,535	\$6,533	\$3
Rent - NoE	\$1,306	\$1,307	(\$1)	\$6,530	\$6,533	(\$3)
Total Rent	\$2,613	\$2,613	\$0	\$13,065	\$13,065	\$0
Repairs & Maintenance						
Repairs & Maintenance - PLD	\$75	\$26	\$49	\$275	\$26	\$249
Repairs & Maintenance - NoE	\$75	\$26	\$49	\$275	\$26	\$249
Total Repairs & Maintenance	\$150	\$51	\$99	\$550	\$51	\$499
Salaries						
Salaries - PLD	\$8,170	\$9,849	(\$1,679)	\$57,341	\$60,576	(\$3,235)
Salaries - NoE	\$11,837	\$12,694	(\$857)	\$51,815	\$51,627	\$188
KS Employer Contribution -	\$0	\$0	\$0	\$0	\$265	(\$265)
KS Employer Contribution -	\$0	\$0	\$0	\$0	\$485	(\$485)
Total Salaries	\$20,007	\$22,543	(\$2,536)	\$109,156	\$112,953	(\$3,797)
Staff Development						
Staff Development - PLD	\$0	\$46	(\$46)	\$150	\$106	\$44
Staff Development - NoE	\$0	\$0	\$0	\$185	\$0	\$185
Total Staff Development	\$0	\$46	(\$46)	\$335	\$106	\$229
Staff Travel						
Staff Travel - PLD	\$100	\$271	(\$171)	\$500	\$271	\$229
Staff Travel - NoE	\$2,708	\$288	\$2,420	\$10,832	\$2,107	\$8,725
Total Staff Travel	\$2,808	\$559	\$2,249	\$11,332	\$2,379	\$8,953
Telephone						
Telephone & Internet - PLD	\$158	\$229	(\$71)	\$790	\$1,242	(\$452)
Telephone & Internet - NoE	\$157	\$190	(\$33)	\$785	\$1,211	(\$426)
Mobile Phone - PLD	\$57	\$0	\$57	\$285	\$117	\$168
Mobile Phone - NoE	\$39	\$0	\$39	\$156	\$14	\$142
Total Telephone	\$411	\$420	(\$9)	\$2,016	\$2,585	(\$569)
Website						
Website - PLD	\$240	\$1,828	(\$1,588)	\$1,200	\$4,813	(\$3,613)
Total Website	\$240	\$1,828	(\$1,588)	\$1,200	\$4,813	(\$3,613)

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### Division : Consolidated

Total TRCC Office Expenses	\$29,810	\$32,952	(\$3,142)	\$161,563	\$164,701	(\$3,138)
<b>Total Expenses</b>	<b>\$81,123</b>	<b>\$45,016</b>	<b>\$36,107</b>	<b>\$593,158</b>	<b>\$342,710</b>	<b>\$250,448</b>
<b>Operating Surplus</b>	<b>\$591</b>	<b>\$22,960</b>	<b>\$22,369</b>	<b>\$36,862</b>	<b>\$152,572</b>	<b>\$115,710</b>