

Cost Element	Description	Original Budget	Budget Adjustments	Annual Budget	Period Actuals	Actuals YTD	Commitments	YTD Committed Spend	YTD Variance	YTD Variance (%)	Outturn Forecast	Outturn Forecast Variance	Detail	Comments
1000ANCILLARY	Admin and Clerical Staff	95,150	8,575	103,725	8,841	103,125		103,125	600	0.58		(103,725)	GL 2050 Admin Staff	Income for Union Rep GL7541
1000EDUCSUPP	Other Education Support Staff	75,737	(2,676)	73,061	7,438	74,584		74,584	(1,523)	(2.08)		(73,061)	GL 2410 Drivers + Soc Workers	
1000CASUALSTAF	Casual Staff		2,676	2,676	773	2,931		2,931	(255)	(9.52)		(2,676)	Yoga budget against 2410	
1000PREMSTAFF	Premises Staff	112,688		112,688	9,464	112,448		112,448	240	0.21		(112,688)	GL 2110 Site + Kitchen Staff	
1000TEACHERS	Teachers	896,330	7,145	903,475	74,624	889,811		889,811	13,664	1.51		(903,475)	GL 2400	
1000SUPPLYTCH	Supply Teachers		9,084	9,084		5,997		5,997	3,087	33.98		(9,084)	Supply Based Teacher	
1000SUPTCHAGEN	Supply Teacher Agency				5,846	10,061		10,061	(10,061)				GL 2640	Late Invoice 2016/17 + See Note - 9
1000CHILDCARE	Child Care Staff	272,721	(3,233)	269,488	21,545	279,563		279,563	(10,075)	(3.74)		(269,488)	GL 2570 Boarding House Staff	Will exceed budget - see note 7
1000CLASSUPAST	Classroom Support Assistants	256,757	5,241	261,998	23,208	266,345		266,345	(4,347)	(1.66)		(261,998)	GL2350 LSAs	
1000PAYCOSTS3	Pay Costs-Basic,NI,Sup etc	1,709,383	26,812	1,736,195	151,740	1,744,865		1,744,865	(8,670)	(0.50)		(1,736,195)		
1000PAYCOSTS	Pay Costs-Basic,NI,Sup etc	1,709,383	26,812	1,736,195	151,740	1,744,865		1,744,865	(8,670)	(0.50)		(1,736,195)		
3004	Past years Employer Contribution	41,007		41,007		41,007		41,007				(41,007)	Additional pension conts	
3103	Other Training Courses and Qualification	10,000		10,000	3,547	18,104		18,104	(8,104)	(81.04)		(10,000)	Staff training	Will exceed budget - see note 1
3105	Training related expenditure	1,200		1,200		20		20	1,181	98.38		(1,200)		
3115	Teachers' Training Costs	1,800		1,800		169		169	1,631	90.62		(1,800)		
3120	Apprenticeship levy	8,504		8,504	591	6,997		6,997	1,507	17.72		(8,504)		
3200	Staff Advertising - General	1,500		1,500					1,500	100.00		(1,500)		
3300	Other Employee Expenses	750		750	132	572		572	178	23.73		(750)		
3740	General Maintenance	22,000		22,000	3,598	24,549		24,549	(2,549)	(11.59)		(22,000)	Includes Service Plan Tew Bros	May exceed budget - see note 2
3821	Grounds Maintenance Contracts	3,500	5,000	8,500	453	2,944		2,944	5,556	65.36		(8,500)	Includes Service Plan SLA	Includes funds to improve garden
3900	Electricity	15,000		15,000	4,382	14,886		14,886	114	0.76		(15,000)		
3905	Gas	20,000		20,000	3,793	13,074		13,074	6,926	34.63		(20,000)		
4010	Water - Metered	2,000		2,000	755	1,991		1,991	9	0.46		(2,000)		
4020	Sewerage - Metered	3,700		3,700	1,255	3,305		3,305	395	10.66		(3,700)		
4040	Fire Equipment	900		900		118		118	782	86.91		(900)		
4042	Fixtures and Fittings	7,300		7,300	639	6,610		6,610	690	9.46		(7,300)	Inc Service Plan Locksmiths	
4060	Cleaning Materials	3,000		3,000	72	3,416		3,416	(416)	(13.85)		(3,000)		
4092	General Refuse Collection and Disposal	4,500		4,500	386	3,006		3,006	1,494	33.20		(4,500)	Inc Service Plan	
4232	Vehicle Fuel	9,000		9,000	2,402	9,172		9,172	(172)	(1.92)		(9,000)		
4263	Hire of Transport for Re-Hire	8,000	(5,000)	3,000		2		2	2,998	99.92		(3,000)		
4270	HTM / Other Vehicle - Hire Charges	1,000	8,000	9,000	1,272	8,142		8,142	858	9.53		(9,000)	Lease hire of third minibus	Includes funds for MPV
4340	Staff and Volunteer Travel Expenses - Ge	1,200		1,200	43	558		558	642	53.51		(1,200)		
4342	Staff Use of Public Transport	1,200		1,200		899		899	301	25.09		(1,200)		
4362	Staff Car Allowances	8,000		8,000	389	7,200		7,200	800	10.00		(8,000)		
4491	Admin Equipment	500	500	1,000		413		413	587	58.70		(1,000)	Binder ordered 2016-17	
4494	Purchase of IT Equipment	8,000	7,000	15,000	1,216	8,240		8,240	6,760	45.07		(15,000)		
4495	IT Software	8,000	2,500	10,500	1,605	8,439		8,439	2,061	19.63		(10,500)	Wireless	
4498	Health and Safety Equipment	500		500		36		36	464	92.77		(500)		
4515	Hire of Domestic and Cleaning Equipment	200		200					200	100.00		(200)		
4525	Furniture	10,000		10,000	231	9,436		9,436	564	5.64		(10,000)		
4540	Educational Supplies, Stationery & Mater	20,000		20,000	2,980	26,037		26,037	(6,037)	(30.18)		(20,000)		May exceed budget - See note 3
4615	Drugs and Medical Supplies	700		700		217		217	483	69.07		(700)		
4618	Domestic Supplies	200		200	27	227		227	(27)	(13.46)		(200)		

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4630	Hardware and Crockery	500		500	208	436		436	64	12.86		(500)		
4641	Catering Provisions	30,000		30,000	4,427	28,273		28,273	1,727	5.76		(30,000)		
4665	Catering	1,200	3,800	5,000	1,324	3,717		3,717	1,283	25.66		(5,000)	Community Food Membership Service Plan	FEB+MAR paid 17/18
4685	Clothing and Uniforms	500	300	800	29	840		840	(40)	(4.94)		(800)	Student Clothing Grants	
4690	Laundry and Dry Cleaning	800		800		891		891	(91)	(11.36)		(800)		
4705	Printing	5,000		5,000	852	4,548		4,548	452	9.04		(5,000)		
4706	Stationery and other office consumables	2,500		2,500	150	2,996		2,996	(496)	(19.82)		(2,500)		May exceed budget - See note 4
4719	Photocopying	2,200	800	3,000	568	2,860		2,860	140	4.65		(3,000)	Inc. Service Plan Sharpe	
4861	Hired and Contracted Services	3,500		3,500	470	3,045		3,045	455	13.01		(3,500)	Service Plan Water Coolers	
4878	Hired and Contracted Services (Curricul	2,500		2,500		792		792	1,708	68.32		(2,500)	Careers support	
5070	Telephone - Rentals	2,000		2,000	611	2,652		2,652	(652)	(32.62)		(2,000)	Inc. Service Plan	Annual Service Charge due FEB18
5079	Telephone - Calls	1,000		1,000	70	831		831	169	16.89		(1,000)		
5091	Postage and Delivery	5,000		5,000	62	3,831		3,831	1,169	23.38		(5,000)		
5097	Hire of IT Equipment	2,000		2,000	375	2,683		2,683	(683)	(34.16)		(2,000)		
5167	School Governors' Expenses	600	400	1,000	105	1,060		1,060	(60)	(6.03)		(1,000)	Travel, toners etc	Purchase of tablets not budgeted for.
5180	Exam Registration and Fees	10,000		10,000	2,177	3,978		3,978	6,022	60.22		(10,000)	Invoices expected late March	
5186	Licences	200		200		182		182	18	9.00		(200)		
5227	Other Transport Arrangements		1,100	1,100		864		864	236	21.42		(1,100)	Rail Warrants	Budget update Sept17
5394	Other Expenses	4,000		4,000	150	4,945		4,945	(945)	(23.62)		(4,000)		See note 5
5414	Day Activities	15,000		15,000	1,638	8,625		8,625	6,375	42.50		(15,000)	Inc Service Plan Fleming Park	
5415	Residential Activities	8,000		8,000		5,473		5,473	2,527	31.59		(8,000)		
5416	After School Activities	10,000		10,000	1,064	5,397		5,397	4,604	46.04		(10,000)		
5780	Link Courses for Pupils	2,000	6,000	8,000	5,828	25,779		25,779	(17,779)	(222.24)		(8,000)		Exceeds budget - See note 8
5925	HCC Svs - Develop & Training	4,946		4,946	48	4,252		4,252	694	14.02		(4,946)		
5926	HCC Svs- Teacher Insurance	12,138	1,362	13,500	1,099	13,190		13,190	310	2.30		(13,500)		
5928	HCC Svs - Building & Maintenance	13,836		13,836	1,153	13,836		13,836	0	0.00		(13,836)		
5931	HCC Svs Schools-Catering	1,700		1,700		1,700		1,700				(1,700)		
5932	HCC Svs Prof Svs Curriculum	10,994		10,994	852	10,839		10,839	155	1.41		(10,994)		
5933	HCC Svs-Other Prof Svs	25,797		25,797	517	24,609		24,609	1,188	4.61		(25,797)		
5934	HCC Svs - ICT Lrng Resorces	2,090		2,090		2,090		2,090				(2,090)		
1000ALT-NONPAY	Non-pay Expenditure (GL 3000-6499)	403,162	31,762	434,924	53,546	404,998		404,998	29,926	6.88		(434,924)		
1000ALTED-EXP	Total Expenditure (GL 2000-6499)	2,112,545	58,574	2,171,119	205,286	2,149,863		2,149,863	21,256	0.98		(2,171,119)		
6565	Year 7 Catch Up Funding	(3,400)		(3,400)	(3,079)	(3,079)		(3,079)	(321)	9.44		3,400	Income expected late March	
6726	Meals, Refreshments and Catering	(8,000)		(8,000)	(364)	(6,598)		(6,598)	(1,402)	17.52		8,000		
6764	Teacher Sickness SLA Claims	(7,500)	4,500	(3,000)					(3,000)	100.00		3,000		See note 6
7127	Vehicle Hire	(31,000)		(31,000)	(18,617)	(28,461)		(28,461)	(2,539)	8.19		31,000	Income expected late March	See note 10
7192	General Fees and Charges	(4,040)		(4,040)	(180)	(1,869)		(1,869)	(2,171)	53.74		4,040		
7203	Other Miscellaneous Income	(1,515)		(1,515)	(140)	(2,378)		(2,378)	863	(56.94)		1,515		
7210	Other Contributions from Individuals	(21)		(21)					(21)	100.00		21		
7211	Day Trip Charges	(101)	(99)	(200)		(175)		(175)	(25)	12.60		200		
7212	Residential Trip Charges	(1,010)		(1,010)		(1,037)		(1,037)	27	(2.68)		1,010		
7444	Interest		(100)	(100)		(48)		(48)	(52)	51.78		100	Nursery, Primary, Special Schs Balances Interest 2017/18	

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7501	Recharge Inc - Teaching Staff	(72,640)		(72,640)		(21,207)		(21,207)	(51,434)	70.81		72,640	Outreach	See note 10
7503	Recharge Inc - Education Support Staff	(9,539)		(9,539)	(4,465)	(11,546)		(11,546)	2,007	(21.04)		9,539	Union rep	
					4,465									
7691	HCC Schools - High Needs Top Up Funding	(507,588)		(507,588)	(154,871)	(538,507)		(538,507)	30,919	(6.09)		507,588		See note 10
7694	HCC Schools - Pupil Premium	(55,550)	3,272	(52,278)	(3,320)	(61,163)		(61,163)	8,885	(16.99)		52,278	Estimate	Mid Year Adj Confirmed at £52,278 December 2017 LAC Adjustment £51,343
7696	HCC Schools - Budget Shares	(1,469,920)		(1,469,920)	818	(1,469,769)		(1,469,769)	(151)	0.01		1,469,920	Inc. Estimate for new classroom	Income received for increased PAN
1000ALT-INCOM3	Income	(2,171,824)	7,573	(2,164,251)	(179,753)	(2,145,835)		(2,145,835)	(18,416)	0.85		2,164,251		
1000ALT-INCOM2	Total income	(2,171,824)	7,573	(2,164,251)	(179,753)	(2,145,835)		(2,145,835)	(18,416)	0.85		2,164,251		
1000ALT-CURRYR	Surplus/deficit in year	(59,279)	66,147	6,868	25,532	4,027		4,027	2,841	41.36		(6,868)		
7698	HCC Schools - Balance Brought Forward	(48,223)		(48,223)		(48,223)		(48,223)	0	(0.00)		48,223		
1000ALT-BALBF	Balance brought forward	(48,223)		(48,223)		(48,223)		(48,223)	0	(0.00)		48,223		
1000ALTED-BC11	Budget Monitoring for Schools	(107,502)	66,147	(41,355)	25,532	(44,196)		(44,196)	2,841	(6.87)		41,355		

Notes

- 1 Staff training will exceed budget. Training is booked in advance and invoices are usually received after the training event. To avoid future overspends a new approval system has been put in place. The Head of Pastoral Care will receive all training requests and the Business Manager will process all bookings to ensure all commitments are accounted for. To limit the overspend on this budget line for the remainder of the financial year only essential training will be approved. Includes charges for HT CPD Visit.
- 2 General Maintenance may exceed budget. Essential repairs, refurbishments and the replacement of power tools throughout the year has meant this budget line has been stretched.
- 3 Educational Supplies may exceed budget. The start of the new academic year generates the most expenditure with curriculum areas ordering supplies for the new year.
- 4 Stationery. Admin have just restocked.
- 5 Other Expenses. Exceeds budget £4,245 OFSTED inspection fee for Boarding House not budgeted for.
- 6 Income may not be realised - so far no teachers have gone on long term sickness.
- 7 Staff vacancy covered by overtime.
- 8 Academy 21, Cornloft etc - Students educated off-site
- 9 Supply staff costs not budgeted as rarely used. Current cost relates directly to a saving in the Teacher salary costs line.
- 10 Income expected beginning of March.

Budget Share 2018/19

We have received budget share information for 2018/19 which represents an increase of £33 on 2016/17. Therefore in real terms a reduction on last year due to increased costs for salaries, services and supplies. Support staff have been offered a 2% pay increase from 1st April 2018 and we have been advised to budget a 2% increase for teaching staff with effect from 1st September 2018.