

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	94,284		94,284	9,441	9.10		(103,725)	GL 2050 Admin Staff	Income for Union Rep GL7541
1000EDUCSUPP	Other Education Support Staff	75,737	(2,676)	73,061	8,264	67,146		67,146	5,915	8.10		(73,061)	GL 2410 Drivers + Soc Workers	
1000CASUALSTAF	Casual Staff		2,676	2,676	(124)	2,157		2,157	519	19.38		(2,676)	Yoga budget against 2410	
1000PREMSTAFF	Premises Staff	112,688		112,688	9,662	102,984		102,984	9,704	8.61		(112,688)	GL 2110 Site + Kitchen Staff	
1000TEACHERS	Teachers	896,330	7,145	903,475	74,624	815,186		815,186	88,289	9.77		(903,475)	GL 2400	
1000SUPPLYTCH	Supply Teachers		9,084	9,084	1,144	5,997		5,997	3,087	33.98		(9,084)	Supply Based Teacher	
1000SUPTCHAGEN	Supply Teacher Agency				3,642	4,215		4,215	(4,215)				GL 2640	Late Invoice 2016/17 + See Note - 9
1000CHILDCARE	Child Care Staff	272,721	(3,233)	269,488	23,704	258,018		258,018	11,470	4.26		(269,488)	GL 2570 Bording House Staff	Will exceed budget - see note 7
1000CLASSUPAST	Classroom Support Assistants	256,757	5,241	261,998	21,405	243,136		243,136	18,862	7.20		(261,998)	GL2350 LSAs	
<b>1000PAYCOSTS3</b>	<b>Pay Costs-Basic,NI,Sup etc</b>	<b>1,709,383</b>	<b>26,812</b>	<b>1,736,195</b>	<b>151,163</b>	<b>1,593,125</b>		<b>1,593,125</b>	<b>143,070</b>	<b>8.24</b>		<b>(1,736,195)</b>		
<b>1000PAYCOSTS</b>	<b>Pay Costs-Basic,NI,Sup etc</b>	<b>1,709,383</b>	<b>26,812</b>	<b>1,736,195</b>	<b>151,163</b>	<b>1,593,125</b>		<b>1,593,125</b>	<b>143,070</b>	<b>8.24</b>		<b>(1,736,195)</b>		
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	2,131	14,557		14,557	(4,557)	(45.57)		(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	1,161	6,406		6,406	2,098	24.67		(8,504)		
3200	Staff Advertising - General	1,500		1,500					1,500	100.00		(1,500)		
3300	Other Employee Expenses	750		750		440		440	310	41.33		(750)		
3740	General Maintenance	22,000		22,000	2,115	20,951	3,203	24,154	(2,154)	(9.79)		(22,000)	Includes Service Plan Tew Bros	May exceed budget - see note 2
3821	Grounds Maintenance Contracts	3,500	5,000	8,500	59	2,492		2,492	6,008	70.69		(8,500)	Includes Service Plan SLA	Includes funds to improve garden
3900	Electricity	15,000		15,000		10,504		10,504	4,496	29.97		(15,000)		
3905	Gas	20,000		20,000	1,860	9,281		9,281	10,719	53.60		(20,000)		
4010	Water - Metered	2,000		2,000		1,236		1,236	764	38.19		(2,000)		
4020	Sewerage - Metered	3,700		3,700		2,050		2,050	1,650	44.59		(3,700)		
4040	Fire Equipment	900		900		118	593	711	189	20.98		(900)		
4042	Fixtures and Fittings	7,300		7,300	113	5,971	691	6,661	639	8.75		(7,300)	Inc Service Plan Locksmiths	
4060	Cleaning Materials	3,000		3,000	897	3,344	15	3,358	(358)	(11.94)		(3,000)		
4092	General Refuse Collection and Disposal	4,500		4,500	334	2,620	1,552	4,172	328	7.30		(4,500)	Inc Service Plan	
4232	Vehicle Fuel	9,000		9,000	38	6,770		6,770	2,230	24.78		(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	2,089	6,870		6,870	2,130	23.67		(9,000)	Lease hire of third minibus	Includes funds for MPV
4340	Staff and Volunteer Travel Expenses - Ge	1,200		1,200	4	515		515	685	57.06		(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	824	6,811		6,811	1,189	14.86		(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	465	7,024	1,765	8,789	6,211	41.41		(15,000)		
4495	IT Software	8,000	2,500	10,500	1,395	6,834	1,605	8,439	2,061	19.63		(10,500)	Wireless	
4498	Health and Safety Equipment	500		500		36	270	306	194	38.77		(500)		
4515	Hire of Domestic and Cleaning Equipment	200		200					200	100.00		(200)		
4525	Furniture	10,000		10,000	637	9,205	701	9,906	94	0.94		(10,000)		
4540	Educational Supplies, Stationery & Mater	20,000		20,000	1,438	23,057	727	23,785	(3,785)	(18.92)		(20,000)		May exceed budget - See note 3
4615	Drugs and Medical Supplies	700		700	21	217		217	483	69.07		(700)		
4618	Domestic Supplies	200		200	129	199	27	227	(27)	(13.46)		(200)		

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
4630	Hardware and Crockery	500		500		227	251	478	22	4.46		(500)		
4641	Catering Provisions	30,000		30,000	720	23,685	1,391	25,076	4,924	16.41		(30,000)		
4665	Catering	1,200	3,800	5,000		2,393	1,318	3,712	1,289	25.77		(5,000)	Community Food Membership Service Plan	FEB+MAR paid 17/18
4685	Clothing and Uniforms	500	300	800	150	811		811	(11)	(1.38)		(800)	Student Clothing Grants	
4690	Laundry and Dry Cleaning	800		800	314	891		891	(91)	(11.36)		(800)		
4705	Printing	5,000		5,000		3,696	508	4,204	796	15.93		(5,000)		
4706	Stationery and other office consumables	2,500		2,500	174	2,845		2,845	(345)	(13.81)		(2,500)		May exceed budget - See note 4
4719	Photocopying	2,200	800	3,000	279	2,292	1,498	3,790	(790)	(26.35)		(3,000)	Inc. Service Plan Sharpe	
4861	Hired and Contracted Services	3,500		3,500		2,574	906	3,480	20	0.57		(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	1,584	2,041	227	2,269	(269)	(13.44)		(2,000)	Inc. Service Plan	Annual Service Charge due FEB18
5079	Telephone - Calls	1,000		1,000	98	761		761	239	23.92		(1,000)		
5091	Postage and Delivery	5,000		5,000	610	3,769		3,769	1,231	24.62		(5,000)		
5097	Hire of IT Equipment	2,000		2,000	450	2,308		2,308	(308)	(15.41)		(2,000)		
5167	School Governors' Expenses	600	400	1,000		955		955	45	4.50		(1,000)	Travel, toners etc	Purchase of tablets not budgeted for.
5180	Exam Registration and Fees	10,000		10,000		1,801		1,801	8,199	81.99		(10,000)	Invoices expected late March	
5186	Licences	200		200		182		182	18	9.00		(200)		
5227	Other Transport Arrangements		1,100	1,100	105	864		864	236	21.42		(1,100)	Rail Warrants	Budget update Sept17
5394	Other Expenses	4,000		4,000	22	4,795		4,795	(795)	(19.87)		(4,000)		See note 5
5414	Day Activities	15,000		15,000	951	6,988	2,906	9,894	5,106	34.04		(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	488	4,333		4,333	5,667	56.67		(10,000)		
5780	Link Courses for Pupils	2,000	6,000	8,000	6,469	19,952	1,518	21,470	(13,470)	(168.37)		(8,000)		Exceeds budget - See note 8
5925	HCC Svs - Develop & Training	4,946		4,946	48	4,205		4,205	741	14.99		(4,946)		
5926	HCC Svs- Teacher Insurance	12,138	1,362	13,500	1,099	12,091		12,091	1,409	10.44		(13,500)		
5928	HCC Svs - Building & Maintenance	13,836		13,836	1,153	12,683		12,683	1,153	8.34		(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	2,072	9,987		9,987	1,007	9.16		(10,994)		
5933	HCC Svs-Other Prof Svs	25,797		25,797	1,309	24,092		24,092	1,705	6.61		(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	33,805	351,291	21,672	372,963	61,961	14.25		(434,924)		
1000ALTED-EXP	Total Expenditure (GL 2000-6499)	2,112,545	58,574	2,171,119	184,969	1,944,416	21,672	1,966,088	205,031	9.44		(2,171,119)		
6565	Year 7 Catch Up Funding	(3,400)		(3,400)					(3,400)	100.00		3,400	Income expected late March	
6726	Meals, Refreshments and Catering	(8,000)		(8,000)	(779)	(6,234)		(6,234)	(1,766)	22.08		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)		(9,844)		(9,844)	(21,156)	68.25		31,000	Income expected late March	See note 10
7192	General Fees and Charges	(4,040)		(4,040)		(1,689)		(1,689)	(2,351)	58.20		4,040		
7203	Other Miscellaneous Income	(1,515)		(1,515)		(2,238)		(2,238)	723	(47.70)		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	

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
7501	Recharge Inc - Teaching Staff	(72,640)		(72,640)	(4,213)	(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	
7691	HCC Schools - High Needs Top Up Funding	(507,588)		(507,588)	(4,600)	(383,636)		(383,636)	(123,952)	24.42		507,588		See note 10
7694	HCC Schools - Pupil Premium	(55,550)	3,272	(52,278)		(57,843)		(57,843)	5,565	(10.64)		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)		(1,470,587)		(1,470,587)	667	(0.05)		1,469,920	Inc. Estimate for new classroom	Income received for increased PAN
<b>1000ALT-INCOM3</b>	<b>Income</b>	<b>(2,171,824)</b>	<b>7,573</b>	<b>(2,164,251)</b>	<b>(14,057)</b>	<b>(1,966,082)</b>		<b>(1,966,082)</b>	<b>(198,169)</b>	<b>9.16</b>		<b>2,164,251</b>		
<b>1000ALT-INCOM2</b>	<b>Total income</b>	<b>(2,171,824)</b>	<b>7,573</b>	<b>(2,164,251)</b>	<b>(14,057)</b>	<b>(1,966,082)</b>		<b>(1,966,082)</b>	<b>(198,169)</b>	<b>9.16</b>		<b>2,164,251</b>		
<b>1000ALT-CURRYR</b>	<b>Surplus/deficit in year</b>	<b>(59,279)</b>	<b>66,147</b>	<b>6,868</b>	<b>170,912</b>	<b>(21,666)</b>	<b>21,672</b>	<b>6</b>	<b>6,862</b>	<b>99.92</b>		<b>(6,868)</b>		
7698	HCC Schools - Balance Brought Forward	(48,223)		(48,223)		(48,223)		(48,223)	0	(0.00)		48,223		
<b>1000ALT-BALBF</b>	<b>Balance brought forward</b>	<b>(48,223)</b>		<b>(48,223)</b>		<b>(48,223)</b>		<b>(48,223)</b>	<b>0</b>	<b>(0.00)</b>		<b>48,223</b>		
<b>1000ALTED-BC11</b>	<b>Budget Monitoring for Schools</b>	<b>(107,502)</b>	<b>66,147</b>	<b>(41,355)</b>	<b>170,912</b>	<b>(69,889)</b>	<b>21,672</b>	<b>(48,218)</b>	<b>6,863</b>	<b>(16.59)</b>		<b>41,355</b>		

## 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.