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BACK TO CONTENTS

2019-20

SCHOOLS BURSARIAL SERVICES - Detailed Budget Monitoring Tool EXAMPLE

Reporting Period (Actuals To Date)	
10	83%

Three Bridges Primary School

Reference		A	B	C	D = C + B	E	F	G	H = E + F + G	I = H - D	J	K = I - J	L = D / 12 x Months	M = L - E	N = D - E	O = E / D	
			Budgets			Current Position			Outturn		Variance to Previous Monitoring Report		Total spend to date analysis				
Account code	Description	Previous Year Outturn (£)	Original Budget (£)	Budget Adjustments (£)	Revised Budget (£)	Expenditure/Income as per FMS (£)	Commitments (£)	Forecasts to end of year (£)	Projected Outturn (£)	Projected Outturn variance to budget (£)	Previous Projected Outturn (£)	In Month Movement (£)	Pro Rata Budgeted Amount to date (£)	Over/ Underspend to date (£)	Remaining Budget To Date excluding Commitments (£)	% of budget used	Comments
0060	E05 - Clerk to Governors	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0070	E26 - Agency Supply Teachers	62,488	155,545	-	155,545	62,570	70,000	5,000	137,570	(17,975)	155,000	17,430	129,621	(67,051)	92,975	40%	
0075	E27 - Supply Education Support Staff	74,673	17,550	-	17,550	13,445	-	4,500	17,945	395	13,327	(4,618)	14,625	(1,180)	4,105	77%	
0076	E28 - Supply Admin & Clerical	189,614	85,000	(13,096)	71,904	53,440	-	-	53,440	(18,464)	53,440	-	59,920	(6,480)	18,464	74%	
0077	E14 - Supply Caretakers & Cleaners	-	-	-	-	4,744	-	-	4,744	4,744	7,024	2,279	-	4,744	(4,744)	100%	
0110	E05 - School Administrators	70,029	71,426	-	71,426	59,855	-	11,811	71,666	240	71,280	(386)	59,522	333	11,572	84%	
0120	E03 - Welfare Assts, NNEB & Class. Assts	342,762	347,392	-	347,392	295,431	-	47,461	342,891	(4,500)	343,774	882	289,493	5,937	51,961	85%	
0121	E03 - Education Welfare Officer (School)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0130	E03 - Education Technicians	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0140	E03 - Education Accompanists	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0160	E03 - Education Social Workers (High schools)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0190	E03 - Pupil focused Extended school - staff	27,039	18,540	-	18,540	20,190	360	2,200	22,750	4,210	18,540	(4,210)	15,450	4,740	(1,650)	109%	
0191	E31 - Community focused Extended school - staff	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0210	E08 - PRC - Lump Sum/Apprenticeship Levy	5,861	6,000	-	6,000	6,227	-	-	6,227	227	6,000	(227)	5,000	1,227	(227)	104%	
0220	E08 - PRC - Annual Allowance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0315	E07 - SMSAs	14,862	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0320	E04 - Wages - Caretakers	55,242	37,653	-	37,653	45,511	-	8,231	53,743	16,089	48,545	(5,198)	31,378	14,133	(7,858)	121%	
0330	E04 - Wages - Cleaners	58,313	41,650	-	41,650	48,053	-	8,253	56,306	14,657	51,593	(4,713)	34,708	13,345	(6,403)	115%	
0340	E07 - Home To School Escorts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0370	E06 - Catering staff	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0540	E08 - Redundancy Payments	28,320	25,000	-	25,000	22,902	-	-	22,902	(2,098)	21,994	(908)	20,833	2,069	2,098	92%	
0710	E01 - Teachers Salaries	1,025,671	1,166,839	13,096	1,179,935	982,676	-	222,911	1,205,587	25,652	1,201,704	(3,883)	983,279	(603)	197,259	83%	
0720	E01 - P/T - Sess.Fees (Education)	9,300	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0780	E03 - Foreign Language Assts.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
	EMPLOYEES TOTALS	1,964,173	1,972,595	-	1,972,595	1,615,044	70,360	310,368	1,995,771	23,177	1,992,220	(3,551)	1,643,829	(28,785)	357,551	82%	
0081	E09 - Staff Training Course Fees	16,115	-	10,000	10,000	17,648	-		17,648	7,648	10,000	(7,648)	8,333	9,314	(7,648)	176%	
0521	E08 - Advertising - Teaching	4,466	-	-	-	4,099	-	-	4,099	4,099	-	(4,099)	-	4,099	(4,099)	100%	
0522	E08 - Advertising - Non-Teaching	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
0570	E08 - Gratuities On Retirmnt/Death	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
	INDIRECT EMPLOYEES TOTALS	20,581	-	10,000	10,000	21,747	-	-	21,747	11,747	10,000	(11,747)	8,333	13,413	(11,747)	217%	
1090	E16 - Gas	13,833	15,790	-	15,790	4,842	-	5,447	10,289	(5,501)	15,789	5,500	13,158	(8,316)	10,948	31%	
1110	E16 - Fuel Oil	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1120	E16 - Electricity	20,995	22,100	-	22,100	11,300	-	3,767	15,067	(7,033)	19,000	3,933	18,417	(7,117)	10,800	51%	
1140	E15 - Water	6,115	5,760	-	5,760	5,263	1,052	-	6,315	555	5,760	(555)	4,800	463	497	91%	
1200	E18 - Rents	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1240	E17 - Rates	31,227	47,957	-	47,957	39,965	7,992	-	47,957	-	47,957	-	39,964	1	7,992	83%	
1260	E23 - Insurance	12,258	12,875	-	12,875	12,502	-	-	12,502	(373)	12,875	373	10,729	1,773	373	97%	
1263	E11 - Public Liability Insurance	7,051	7,365	-	7,365	7,192	-	-	7,192	(173)	7,365	173	6,137	1,055	173	98%	
1300	E14 - Cleaning Contract	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1410	E12 - R & M Works	23,644	20,000	-	20,000	16,553	1,846	1,601	20,000	-	17,000	(3,000)	16,667	(114)	3,447	83%	
1420	E12 - Redecoration	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1470	E13 - Grounds Maintenance	10,018	10,000	-	10,000	8,328	1,576		9,904	(96)	10,000	96	8,333	(5)	1,672	83%	
1500	E12 - Capital Improvements - Specialist Schools (Building	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1520	E12 - R & M Architects - Fabric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1530	E12 - R & M Electrical	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1540	E12 - R & M Mechanical	10,369	12,844	1,500	14,344	9,533	2,403	-	11,936	(2,408)	14,344	2,408	11,953	(2,420)	4,811	66%	
1800	E24 - Charge Shared Sports Grds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
1820	E24 - Use of L. Services Facilities	4,255	5,000	-	5,000	4,682	-	-	4,682	(318)	5,000	318	4,167	516	318	94%	
	PREMISES TOTALS	139,766	159,691	1,500	161,191	120,160	14,868	10,816	145,844	(15,346)	155,090	9,245	134,326	(14,165)	41,030	75%	
2000	E19 - Direct Transport Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2093	E23 - Vehicle Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2200	E19 - Playing Fields - Transport to Playing Fields	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2220	E19 - Swimming Baths - Transport to Swimming Baths	5,937	6,000	-	6,000	3,130	720	-	3,850	(2,150)	3,850	-	5,000	(1,870)	2,870	52%	
2300	E08 - Car Allowances	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2680	E18 - Removals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
	TRANSPORT TOTALS	5,937	6,000	-	6,000	3,130	720	-	3,850	(2,150)	3,850	-	5,000	(1,870)	2,870	52%	
2560	E18 - Medical Reports	65	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2710	E19 - Licences	288	309	-	309	295	-		295	(14)	309	14	258	38	14	95%	
2760	E18 - Security Services	(90)	1,500	(1,500)	-	-	-	-	-	-	-	-	-	-	-	100%	
2800	E18 - Refuse Disposal	2,477	3,090	-	3,090	2,543	-	-	2,543	(547)	2,543	-	2,575	(32)	547	82%	
2820	E21 - Exam Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2830	E23 - Insurance - Non Personnel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2840	E28 - Legal Fees	-	-	6,322	6,322	6,321	-		6,321	(1)	-	(6,321)	5,268	1,053	1	100%	
2860	E22 - Bank Costs	242	500	-	500	54	-	446	500	-	500	-	417	(363)	446	11%	
2870	E28 - Audit Fees	-	1,000	-	1,000	-	-	-	-	(1,000)	1,000	1,000	833	(833)	1,000	0%	
2932	E18 - CCTV Maintenance & Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
2960	E27 - Consultants Fees - Curriculum	3,912	2,575	-	2,575	-	-	2,575	2,575	-	2,575	-	2,146	(2,146)	2,575	0%	
3000	E25 - Provisions - Food and other Provisions	6,997	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
3012	E08 - Meals	1,558	1,600	-	1,600	500		314	814	(786)	1,600	786	1,333	(833)	1,100	31%	
3100	E14 - Clothing & Uniforms	92	253	-	253	-	-	-	-	(253)	253	253	211	(211)	253	0%	
3110	E14 - Laundry	17	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
3200	E22 - Admin Comp Software	2,877	1,920	-	1,920	2,890	-		2,890	970	2,890	-	1,600	1,290	(970)	151%	
3201	E22 - Admin Comp Hardware - Purchase	-	10,000	-	10,000	5,161	-	-	5,161	(4,839)	6,085	924	8,333	(3,172)	4,839	52%	
3202	E22 - Admin Comp Hardware - Maintenance	270	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
3203	E22 - Admin Comp Hardware - Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
3204	E22 - Admin Comp Hardware - Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
3210	E20 - Educ Comp Software	5,127	10,500	-	10,500	7,681	-	-	7,681	(2,819)	10,500	2,819	8,750	(1,069)	2,819	73%	
3211	E20 - Educ Comp Hardware - Purchase	26,380	5,150	-	5,150	3,357	780	-	4,137	(1,013)	5,150	1,013	4,292	(934)	1,793	65%	
3212	E20 - Educ Comp Hardware - Maintenance	16,460	15,800	-	15,800	15,711	-	-	15,711	(89)	15,800	89	13,167	2,544	89	99%	
3213	E20 - Educ Comp Hardware - Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	
3214	E20 - Educ Comp Hardware - Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	

3230	E22 - Office Telephone	**3,636**	4,000	-	**4,000**	2,428	-	1,572	**4,000**	-	4,000	-	3,333	(905)	1,572	61%
3240	E20 - Educ Comp Phone Lines - Network Charges	**6,663**	7,119	-	**7,119**	6,663	-	-	**6,663**	(456)	7,119	456	5,933	731	456	94%
3311	E14 - Equipment & Materials - Cleaning	**4,293**	4,572	-	**4,572**	3,566	34	700	**4,300**	(272)	4,572	272	3,810	(244)	1,006	78%
3315	E18 - Hygiene Services - Paper Towels/Toilet Rolls/Hand D	**1,292**	1,500	-	**1,500**	75	-	-	**75**	(1,425)	1,500	1,425	1,250	(1,175)	1,425	5%
3316	E22 - Materials - First Aid	**90**	100	-	**100**	306	-		**306**	206	306	-	83	223	(206)	306%
3320	E19 - Minor Equip Purchase - Educational (Non IT)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3321	E19 - Educ Equip. & Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3330	E19 - Books	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3350	E09 - Staff Training Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3351	E19 - Teaching Materials	**32,354**	32,000	-	**32,000**	23,690	-	3,500	**27,190**	(4,810)	25,025	(2,165)	26,667	(2,977)	8,310	74%
3360	E22 - Admin Furniture & Equipment (Non IT)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3361	E19 - Furniture - Education	**1,706**	2,000	-	**2,000**	774	-	-	**774**	(1,226)	1,000	226	1,667	(893)	1,226	39%
3370	E22 - Admin Photocopiers	**8,825**	9,500	-	**9,500**	7,251	-	2,249	**9,500**	(0)	9,500	0	7,917	(666)	2,249	76%
3380	E19 - Minor Equip. Repair - Educational (Non IT)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3390	E19 - Major Equip. - Education	-	5,000	-	**5,000**	-	-	-	-	(5,000)	-	-	4,167	(4,167)	5,000	0%
3393	E19 - Major Educational Equip. - Leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3500	E08 - Travel & Subsistence	**2,102**	813	-	**813**	1,998	-		**1,998**	1,185	1,904	(94)	677	1,320	(1,185)	246%
3510	E24 - Travel & Subsistence - Pupil/Non-staff - Allowances	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3511	E19 - 16-19 Bursary Expenditure	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3575	E24 - Pupil Focused Extended school - other costs	**920**	1,000	-	**1,000**	948	95	100	**1,143**	143	1,000	(143)	833	115	52	95%
3576	E32 - Community focused Extended school - other costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3600	E22 - Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3720	E19 - Miscellaneous	**16,205**	-	40,878	**40,878**	46,432	540	(2,747)	**44,225**	3,347	36,000	(8,225)	34,065	12,367	(5,554)	114%
3722	E19 - Misc. - Educ Schl Fund	**8,383**	19,407	5,500	**24,907**	15,184	942	7,839	**23,965**	(942)	24,907	942	20,756	(5,572)	9,723	61%
3723	E19 - Misc. - Ed Visits	**11,060**	5,150	-	**5,150**	7,670	3,670	-	**11,340**	6,190	8,930	(2,410)	4,292	3,378	(2,520)	149%
3724	E19 - Misc. - Asst - Schl Journeys	**6,598**	7,000	-	**7,000**	6,822	-	178	**7,000**	-	7,000	-	5,833	988	178	97%
3725	E19 - Misc. - Field Visits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3790	E08 - Criminal Records Bureau	**602**	750	-	**750**	448	-	60	**508**	(242)	750	242	625	(177)	302	60%
3800	E22 - Postage	**532**	600	-	**600**	225	-	50	**275**	(325)	600	325	500	(275)	375	38%
3820	E19 - Educ Station. & Consumable Equip.	**61,015**	61,000	-	**61,000**	43,936	119	200	**44,255**	(16,745)	45,530	1,275	50,833	(6,897)	17,064	72%
3821	E22 - Admin Station. & Consumable Equip	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3830	E22 - Periodicals & Publications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3850	E19 - Educ printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
3855	E22 - Admin printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
	SUPPLIES AND SERVICES TOTALS	**232,949**	**215,708**	**51,200**	**266,908**	**212,929**	**6,180**	**17,036**	**236,145**	**(30,763)**	**228,848**	**(7,297)**	222,423	(9,494)	53,979	80%
									-	-		-	-	-	-	
4007	E28 - Contract payments - PFI (Education Only)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4080	E25 - School Meals	**110,638**	106,643	-	**106,643**	99,185	-		**99,185**	(7,458)	106,643	7,458	88,869	10,316	7,458	93%
4350	E28 - Payment to other estabs	**10,344**	16,000	-	**16,000**	13,078	-	2,922	**16,000**	-	16,000	-	13,333	(255)	2,922	82%
4430	E28 - Bursarial Service	**5,775**	5,775	-	**5,775**	5,775	-	-	**5,775**	-	5,775	-	4,813	963	-	100%
4441	E09 - Link Courses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4450	E19 - School Library	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4470	E28 - Payroll	**2,208**	2,392	-	**2,392**	2,393	-		**2,393**	1	2,393	-	1,993	399	(1)	100%
4480	E28 - Technical Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4490	E09 - ILSS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4532	E27 - School Inspection Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4600	E28 - Personnel - Non SLA	**9,824**	8,124	-	**8,124**	8,124	-		**8,124**	(1)	8,124	-	6,770	1,354	1	100%
4710	E10 - Sickness/Maternity Insurance - Teaching Staff	**6,611**	7,778	-	**7,778**	5,895	-	-	**5,895**	(1,883)	5,895	-	6,482	(587)	1,883	76%
4711	E11 - Sickness/Maternity Insurance - Non-Teaching Staff	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
4720	E24 - Integration Programme	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
	CONTRACTURAL TOTALS	**145,400**	**146,712**	**-**	**146,712**	**134,449**	**-**	**2,922**	**137,371**	**(9,341)**	**144,829**	**7,458**	122,260	12,189	12,263	92%
									-	-		-	-	-	-	
5160	Surplus	-	-	(46,822)	**(46,822)**	(182,106)	-	-	**(182,106)**	(135,284)	(182,106)	-	(39,018)	(143,088)	135,284	389%
5161	Licenced Deficit	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
5161A	Deficit Repayment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
	TRANSFER PAYMENTS	**-**	**-**	**(46,822)**	**(46,822)**	**(182,106)**	**-**	**-**	**(182,106)**	**(135,284)**	**(182,106)**	**-**	(39,018)	(143,088)	135,284	389%
									-	-		-	-	-	-	
	TOTAL EXPENDITURE	**2,508,806**	**2,500,705**	**15,878**	**2,516,583**	**1,925,353**	**92,128**	**341,141**	**2,358,623**	**(157,961)**	**2,352,731**	**(5,891)**	2,097,153	(171,800)	591,230	77%
									-	-		-	-	-	-	
8001	I01 - Dedicated Schools Grant - Schools Block	**(2,100,000)**	(2,000,000)	-	**(2,000,000)**	(2,000,000)	-	-	**(2,000,000)**	-	(2,000,000)	-	(1,666,667)	(333,333)	-	100%
8007	I05 - Pupil Premium Grant (PPG)/LAC PPG	**(216,899)**	(211,200)	-	**(211,200)**	(174,348)	-	(23,652)	**(198,000)**	13,200	(179,520)	18,480	(176,000)	1,652	(36,852)	83%
8008	I02 - 16 - 19 Bursary Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8009	I06 - Year 7 Catch Up	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8011	I01 - Early Years Block (EYSFF) Early Years PPG	**(132,947)**	(125,196)	-	**(125,196)**	(59,503)	-	(27,840)	**(87,343)**	37,853	(97,382)	(10,039)	(104,330)	44,827	(65,693)	48%
8012	I03 - High Needs Top Up Pre 16 (inc SEN sup, ICAN)	**(41,490)**	(44,007)	-	**(44,007)**	(44,248)	-	(24,843)	**(69,091)**	(25,084)	(65,933)	3,158	(36,673)	(7,575)	241	101%
8013	I03 - High Needs Top Up 16+	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8014	I02 - EFA Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8016	I118 - PE and Sports Grant	**(15,423)**	(19,407)	-	**(19,407)**	(19,477)	-	129	**(19,348)**	58	(19,348)	-	(16,172)	(3,305)	70	100%
8017	I118 - Universal Free School Meals	**(59,505)**	(55,936)	-	**(55,936)**	(49,363)	-	0	**(49,363)**	6,573	(55,936)	(6,573)	(46,613)	(2,750)	(6,573)	88%
8018	I02 - Summer School	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8140	I06 - Other Grants - Government	-	-	-	-	-	-		-	-	(19,112)	(19,112)	-	-	-	100%
8160	I13 - Contrib Rec'd Outside LEA	-	-	-	-	-	-		-	-	-	-	-	-	-	100%
8162	I12 - Contrib Rec'd To Sch Jnys	**(12,042)**	(14,420)	-	**(14,420)**	(9,740)	-	(5,664)	**(15,404)**	(984)	(14,420)	984	(12,017)	2,277	(4,680)	68%
8200	I08 - Fees & Charges	**(37,894)**	-	(15,878)	**(15,878)**	(25,878)	-		**(25,878)**	(10,000)	(14,300)	11,578	(13,232)	(12,646)	10,000	163%
8201	I08 - Respite Residential	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8203	I17 - Community Focussed Parental Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8220	I08 - Pupil Focussed Extended Schools	**(19,134)**	(18,540)	-	**(18,540)**	(14,071)	-	(1,700)	**(15,771)**	2,769	(18,540)	(2,769)	(15,450)	1,379	(4,469)	76%
8230	I08 - Lettings - Exempt Vat	**(7,750)**	(12,000)	-	**(12,000)**	(6,720)	-	(3,325)	**(10,045)**	1,955	(8,135)	1,910	(10,000)	3,280	(5,280)	56%
8231	I08 - Lettings - Vat	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8281	I11 - Insurance Claims - Premises Edcuation Only	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8290	I08 - Private Telephone Calls	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8340	I13 - Misc. Income Other Services (Non Vatable)	**(29,928)**	-	-	-	(16,244)	-	-	**(16,244)**	(16,244)	(3,530)	12,714	-	(16,244)	16,244	100%
8510	I08 - Exam Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8511	I08 - Invigilation Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8570	I10 - Teachers Sickness/Maternity Insur Claim	**(7,876)**	-	-	-	1,655	-		**1,655**	1,655	1,655	-	-	1,655	(1,655)	100%
8571	I11 - Non-Teach Sickness/Maternity Insur Claim	-	-	-	-	(8,890)	-	-	**(8,890)**	(8,890)	(1,540)	7,350	-	(8,890)	8,890	100%
8800	I08 - Sale of Goods	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8830	I09 - Sale of Meals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
8840	I08 - Sale of Old Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
9000	I08 - Dwelling Rents - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
9320	I08 - Bank Interest - Schools	**(24)**	-	-	-	(448)	-	-	**(448)**	(448)	(346)	102	-	(448)	448	100%
9900	I08 - Trfr from other Council Acs	**(10,000)**	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
9901	I09 - School Meals Serv. Credits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
9902	I07 - Integration Programme	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%
									-	-		-	-	-	-	100%
	TOTAL INCOME	**(2,690,912)**	**(2,500,706)**	**(15,878)**	**(2,516,584)**	**(2,427,274)**	**-**	**(86,895)**	**(2,514,169)**	**2,414**	**(2,496,386)**	**17,783**	(2,097,153)	(330,121)	(89,310)	96%
	NET EXPENDITURE	**(182,106)**	**(0)**	**-**	**(0)**	**(501,921)**	**92,128**	**254,246**	**(155,547)**	**(155,547)**	**(143,655)**	**11,892**				

Surplus/Deficit Memo	£	% Surplus/Decifit	
Surplus/deficit balance at beginning of year	(182,106)	6.8%	% Surplus. Limit is 8% Primary/Special Schools and 5% High Schools
Deficit repayment in year	-		
In year underspend budgeted	-		
In year use of surplus budgeted	46,822		
Surplus Remaining	(135,284)		
In year (surplus)/deficit	(20,263)		
Cumulative (Surplus)/Deficit	(155,547)	6.4%	% Surplus. Limit is 8% Primary/Special Schools and 5% High Schools

Devolved Capital Monitoring

Balance brought forward	3,143.62
2018/19 funding allocation	8,911.75
2018/19 expenditure as per FMS	500.00
2018/19 expenditure forecast to year end	8,500.00
Balance carried forward 2019/20	3,055.37

Devolved Capital Expenditure	£
e.g. ICT	
e.g. kitchen equipment	
Telephone installation	5,000.00
Security upgrade	1,000.00
R&M Further expenditure	3,000.00
Total devolved capital expenditure	9,000.00

Reference - Guidance	Description	Guidance and Tips
A	Previous Year Outturn (£)	Final Accounts for the Previous years financial year - TIP this is a useful comparison when setting the budget and comparing spend and monitoring between years
B	Original Budget (£)	Budget Set As At April - the start of the financial year This should match reports from FMS
C	Budget Adjustments (£)	Virements/Movements - these should be signed off by the head, and (above a pre agreed value) governors. This should match reports from FMS
D = C + B	Revised Budget (£)	Original budget plus any virements. This is your current budget. This should match reports from FMS
E	Expenditure/Income as per FMS (£)	Invoices, salaries and Income processed in the system. This should match FMS reports. TIP check with the school what date they have processed up to and that there are not large invoices waiting to be processed. TIP FMS and monitoring should be fully up to date at all times. Some expenditure and income may not be incurred evenly throughout the year. If actuals are significantly less than expected it may mean that items are not being posted onto the system in a timely manner. Also if there are significant underspends it may be an area consider making a saving or repurposing of budget
F	Commitments (£)	Purchase Orders Raised for supplies and services, and the budget committed. Invoices have not yet been processed. All schools should raised purchase orders for spend before supplies and services are brought/supplied and therefore before invoices are received. TIP if there are no commitments or very little it could mean the school is not complying with financial regulations. This should match FMS
G	Forecasts to end of year (£)	Forecast of all spend not yet processed or purchase order raised.
H = E + F + G	Projected Outturn (£)	This is the total forecast for the year. The bottom line will tell you whether you are in surplus or deficit
I = H - D	Projected Outturn variance to budget (£)	Differences between the budget that you have set and the amount the school expects to spend. TIP any large variances could be a query, part of the presentation to governors should explain large differences
J	Previous Projected Outturn (£)	This is the forecast previously presented to governors and is there for comparison
K = I - J	In Month Movement (£)	TIP any large variances could be a query, part of the presentation to governors should explain key changes
L = D / 12 x Months	Pro Rata Budgeted Amount to date (£)	Shows the proportion of budget which applies from April to the financial period a schools is reporting to. Some expenditure and income may not be incurred evenly throughout the year. This can be compared to current actuals.
M = L - E	Over/ Underspend to date (£)	Compares the proportion of budget to date to the actual income/expenditure to date. TIP if there are significant over/underspends it may be an area of query.
N = D - E	Remaining Budget To Date excluding Commitments (£)	This is budget which is not yet committed. TIP may be considered there could be savings or repurposing of funding
O = E / D	% of budget used	TIP: If a school has used more than their total budget or more than the expected proportion for the time of year, the budget may need realigning, there may be overspends, or there may be miscoding, the forecast may need to be reviewed If a school has used less than the expected budget or than the expected proportion for the time of year, the budget may need realigning, there may be underspends, or there may be miscoding, the forecast may need to be reviewed