



Aldridge School

Financial Management Reports as at

31st August 2016

**Period 12
August 2016**

**Twelve Months to
31st August 2016**

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Financial Summary Income and Expenditure Actual, Budgeted and Forecast

Income Description	P12 - August			Year to date			Full Year		Forecast	
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast Budget	% Received	Income	Variance
Total Restricted Income	645,019	603,251	41,768	7,931,308	7,629,800	301,508	7,629,800	104	7,629,800	-
Total Unrestricted Income	1,401	631	770	40,780	54,559	-13,779	54,559	75	54,559	-
Total Income	646,420	603,882	42,538	7,972,089	7,684,359	287,730	7,684,359	104	7,684,359	-

Expenditure Description	P12 - August			Year to date			Full Year		Forecast	
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast Budget	% Spent	Expenditure	Variance
Staffing Total	499,027	509,894	10,867	6,061,023	6,378,087	317,064	6,378,087	95 -	6,061,023	317,064
Premises and Occupation Costs Total	300,145	16,792	-283,353	745,829	577,861	-167,968	577,861	129 -	775,715	-197,854
Administration Total	464	12,241	11,777	508,374	561,261	52,887	561,261	91 -	508,374	52,887
Curriculum Capitation Total	45	-	-45	135,821	154,000	18,179	154,000	88 -	135,821	18,179
SLT Capitation Total	4,858	5,236	378	185,755	202,900	17,145	202,900	92 -	185,755	17,145
Grand Total Expenditure	804,539	544,163	-260,376	7,636,802	7,874,109	237,307	7,874,109	97 -	7,666,688	207,421

Carry Forward (£)	
Balance brought forward from 2014/15	645,705
Surplus from 2015/16	17,671
Total	663,376

Statement of Variance Criteria

Budgets with **an overspend** of 10% and over £250 or £1000 (which ever lower), are deemed to require specific explanation to Governors and SLT.

This explanation will include a reason for the variance and action required to either avoided it happening again or to rectify the situation and reduce/remove the overspend where possible.

Detailed Budget Monitoring Period 12

Income		P12 - August			Year to date			Full Year	
Code	Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget	% Received
901	GAG Income	600,613	603,251	-2,638	7,649,596	7,599,914	49,682	7,599,914	101
945	Developed Formula Capital	0	0	0	47,213	29,886	17,327	29,886	158
946	Condition Improvement Fund (CIF)	41,906	0	41,906	155,051	0	155,051	0	
950	Other Government Grants	2,500	0	2,500	64,749	0	64,749	0	
952	LEARNING FORUM	0	0	0	10,000	0	10,000	0	
969	Bursary 16-19 Fund	0	0	0	1,200	0	1,200	0	
972	Additional Grant Mental	0	0	0	3,500	0	3,500	0	
Total Restricted Income		645,019	603,251	41,768	7,931,308	7,629,800	301,508	7,629,800	104
960	Lettings & Rental Income	1,337	631	706	28,195	25,231	2,964	25,231	112
964	Bank interest	64	0	64	10,046	7,000	3,046	7,000	144
965	Other Employee Income	0	0	0	2,552	22,328	-19,777	22,328	11
966	Other Miscellaneous Income	0	0	0	-13	0	-13	0	
Total Unrestricted Income		1,401	631	770	40,780	54,559	-13,779	54,559	75
Total Income		646,420	603,882	42,538	7,972,089	7,684,359	287,730	7,684,359	104

Expenditure - Staffing		P12 - August			Year to date			Full Year	
Code	Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget	%Spent
001	Teaching Staff	402,681	419,950	17,269	4,767,058	4,997,262	230,204	4,997,262	95
002	Associate Staff	95,687	89,944	-5,743	1,166,725	1,200,625	33,900	1,200,625	97
003	Supply Staff - Illness	-17,010	0	17,010	38,602	100,000	61,398	100,000	39
004	Supply Staff - Maternity/Pat'nty	0	0	0	33,100	69,200	36,100	69,200	48
006	Supply Staff - Other Authorised	15,140	0	-15,140	31,775	0	-31,775	0	
007	Lunchcover	2,034	0	-2,034	8,107	0	-8,107	0	
010	Employee Related Costs	495	0	-495	4,381	7,000	2,619	7,000	63
011	Recruitment	0	0	0	11,275	4,000	-7,275	4,000	282
Staffing Total		499,027	509,894	10,867	6,061,023	6,378,087	317,064	6,378,087	95

Premises and Occupation Costs		P12 - August			Year to date			Full Year	
Code	Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget	%Spent
012	Welfare and Hospitality	1,366	0	-1,366	4,996	10,000	5,004	10,000	50
013	Simply Health	865	895	30	10,460	10,740	280	10,740	97
015	Capital Improvment Fund	-4,507	0	4,507	22,152	22,994	842	22,994	96
016	Capital Mainenance Round 2	0	0	0	0	2,000	2,000	2,000	0
018	Capital Maintenance Fund 2016	206,380	0	-206,380	220,820	0	-220,820	0	
019	Devolved Formula Capital (Exp)	0	2,390	2,390	0	29,886	29,886	29,886	0
020	Operational Maintenance	20,924	5,188	-15,736	58,295	60,000	1,705	60,000	97
021	Grounds Maintenance	4,696	0	-4,696	14,877	15,000	123	15,000	99
022	Property Projects	41,571	0	-41,571	48,215	0	-48,215	0	
023	Water and Sewerage	1,369	1,288	-81	10,550	14,168	3,618	14,168	74
024	Energy	7,745	2,934	-4,811	104,935	144,120	39,185	144,120	73
025	Other Occupation Costs	3,617	2,075	-1,542	39,425	40,000	575	40,000	99
026	Cleaning and Caretaking	11,285	0	-11,285	136,134	138,000	1,866	138,000	99
028	Insurance	2,420	0	-2,420	53,437	54,452	1,015	54,452	98
029	Rates	2,415	2,022	-393	21,533	36,501	14,968	36,501	59
Premises and Occupation Costs Total		300,145	16,792	-283,353	745,829	577,861	-167,968	577,861	129

Administration		P12 - August			Year to date			Full Year	
Code	Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget	%Spent
030	Admin Supplies	2,933	0	-2,933	11,811	19,854	8,043	19,854	59
031	Communications	1,542	250	-1,292	18,676	20,800	2,124	20,800	90
033	ICT Consumables	0	0	0	4,993	5,000	7	5,000	100
034	ICT Curriculum Development	-2	419	421	37,838	38,000	162	38,000	100
035	ICT Network Support	642	7,407	6,765	106,435	114,837	8,402	114,837	93
037	BYOD	-10,052	0	10,052	-3,035	7,459	10,494	7,459	-41
040	Professional services	2,239	1,404	-835	62,027	48,458	-13,569	48,458	128
042	Governance Expenses	0	0	0	790	8,300	7,510	8,300	10
048	Admissions and Marketing	2,799	261	-2,538	15,247	15,460	213	15,460	99
049	Admission appeals	0	0	0	0	3,825	3,825	3,825	0
050	Library	89	0	-89	9,919	10,000	81	10,000	99
055	Resources	75	0	-75	13,213	15,438	2,225	15,438	86
060	Furniture & Equipment	0	0	0	2,929	3,000	71	3,000	98
061	Minibus Operating costs	268	0	-268	3,513	6,000	2,487	6,000	59
065	Transport PE activities-external	0	0	0	6,175	5,000	-1,175	5,000	124
070	Examinations Fees	339	2,500	2,161	144,496	139,000	-5,496	139,000	104
085	Free School Meals	-1,269	0	1,269	66,804	84,028	17,224	84,028	80
091	Bursary 16-19 Distribution	862	0	-862	6,544	16,802	10,258	16,802	39
Administration Total		464	12,241	11,777	508,374	561,261	52,887	561,261	91

Curriculum Capitation		P12 - August			Year to date			Full Year	
Code	Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget	%Spent
100	Faculty of English	0	0	0	299	1,500	1,201	1,500	20
101	English Department	-532	0	532	8,324	10,500	2,176	10,500	79
102	Media Studies	0	0	0	-282	0	282	0	
130	Faculty of Mathematics	0	0	0	1,404	3,000	1,596	3,000	47
131	Mathematics Department	380	0	-380	9,649	9,000	-649	9,000	107
140	Maths Futures	0	0	0	0	1,400	1,400	1,400	0
160	Faculty of Science	250	0	-250	1,441	1,500	59	1,500	96
161	Science Department	-121	0	121	15,806	17,000	1,194	17,000	93
200	Faculty of BusComm	0	0	0	2,336	3,000	664	3,000	78
201	Business Studies	0	0	0	622	1,500	878	1,500	41
202	ICT Department	-2	0	2	692	1,500	808	1,500	46
203	MFL Department	0	0	0	3,032	3,500	468	3,500	87
205	Psychology/Sociology	5	0	-5	884	1,000	116	1,000	88
206	Health & Social	0	0	0	672	1,000	328	1,000	67
250	Faculty of Humanities	0	0	0	1,502	1,500	-2	1,500	100
251	Geography Department	0	0	0	2,432	3,250	818	3,250	75
252	History Department	0	0	0	2,960	3,250	290	3,250	91
253	RST Department	0	0	0	2,215	2,500	285	2,500	89
255	Citizenship	0	0	0	258	250	-8	250	103
256	LAW	0	0	0	143	250	108	250	57
300	Faculty of Performance	0	0	0	1,341	1,500	159	1,500	89
301	PE Department	0	0	0	4,845	5,000	155	5,000	97
302	Music Department	0	0	0	4,925	5,000	75	5,000	98
303	Walsall/Other Music Support	0	0	0	43,231	45,000	1,769	45,000	96
304	Drama Department	50	0	-50	832	1,000	168	1,000	83
335	PP Food Technology	0	0	0	-310	0	310	0	
350	Faculty of Design	0	0	0	0	1,500	1,500	1,500	0
351	D&T Department	0	0	0	17,769	18,000	231	18,000	99
352	Art Department	16	0	-16	5,519	6,100	581	6,100	90
380	EPQ	0	0	0	0	1,000	1,000	1,000	0
391	Student Development Department	0	0	0	2,830	3,000	170	3,000	94
392	Student Development Social Club	0	0	0	-11	0	11	0	
393	Student Dev. Foundation Learning	0	0	0	463	500	37	500	93
Curriculum Capitation Total		45	0	-45	135,821	154,000	18,179	154,000	88

SLT Capitation		P12 - August			Year to date			Full Year	
Code	Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget	%Spent
400	Revision and Boosters	0	0	0	1,495	4,000	2,505	4,000	37
401	Improving T&L	-235	0	235	3,480	5,000	1,520	5,000	70
402	Planners	0	0	0	2,317	3,000	683	3,000	77
410	Primary Enterprise	0	0	0	253	0	-253	0	
411	Curriculum Development GM	0	0	0	439	1,000	561	1,000	44
420	Surveys	0	0	0	0	2,000	2,000	2,000	0
421	CPD	1,955	0	-1,955	9,808	10,000	193	10,000	98
422	NQT	19	0	-19	3,618	4,000	382	4,000	90
431	Science and Engineering	0	0	0	4,356	4,500	144	4,500	97
433	Summer School	0	0	0	173	0	-173	0	
440	Alternative Provision	0	0	0	24,163	40,000	15,837	40,000	60
450	Sixth Form Funding	250	0	-250	3,861	5,000	1,139	5,000	77
451	Careers	0	0	0	19,811	18,000	-1,811	18,000	110
452	UCAS	0	0	0	-218	0	218	0	
461	Rewards and Consequences	1,511	0	-1,511	7,999	8,000	1	8,000	100
470	Aldridge Partnership	0	0	0	213	1,300	1,087	1,300	16
480	Barr House	0	0	0	157	200	43	200	78
481	Daniels House	0	0	0	129	200	71	200	64
482	Linley House	0	0	0	198	200	2	200	99
483	Scott House	0	0	0	186	200	14	200	93
484	Alder Centre	0	0	0	67	0	-67	0	
486	PSHCE	0	0	0	176	300	124	300	59
488	Pastoral/Attendance	0	0	0	372	1,000	628	1,000	37
492	LAC	6	0	-6	26,153	0	-26,153	0	
495	SLT Residual	829	0	-829	5,261	0	-5,261	0	
496	Pupil Premium Exp	523	5,236	4,713	71,290	95,000	23,710	95,000	75
SLT Capitation Total		4,858	5,236	378	185,755	202,900	17,145	202,900	92

Grand Total Expenditure	804,539	544,163	-260,376	7,636,802	7,874,109	237,307	7,874,109	97
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Budgeted Deficit	-189,750
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Variance Notes and Explanation

Code	Description	Variance Reason	Action Required
001 & 002	Teaching and Associate Staff	Both cost centres are showing significant underspends, this is due to changes in staffing over the year reducing costs and a re-evaluation of Nation Insurance assumptions used for budgeting.	Take new assumptions forward into 2016 - 2017
006	Supply Staff Other Authorised	Spend of £31k against zero budget due to coding	Re code to 003
007	Lunch Cover	Spend of 8k agansit zero budget due to coding	Re code to 002
011	Recruitment	Overspend of £7,275 – the budgeted figure was set low with the assumption that we would use cheaper recruitment methods – we found that the planned savings resulted in a poor quality of applicant – if any applicant.	Use some underspend from elsewhere to cover the cost – 2016 – 17 budget to reflect this actual spend
015& 018	Capital Improvement Fund	Budget for summer roof works – awaiting income from EFA	Add income to cost centre when funds arrives

022	Property Projects	Zero budget but spend of £48k, this is due to permission being given to spend against funds generated from sale of land	Replace with funds from sale of land
040	Professional Services	Overspend of £13.5k – due cost of planning for sale of ears of land and MAT finance/legal work	Use some underspend from elsewhere to cover the cost
065	Transport PE activities	Overspent by £1,175 – due to cost of sports day and travel to sporting activities	Use some underspend from elsewhere to cover the cost
070	Examination Fees	Overspent by £5,496 – Exams have cost more than budgeted	Use some underspend from elsewhere to cover the cost – 2016 – 17 budget to reflect this actual spend
410	Primary Enterprise	Income has been given from donations – budget has overspent by £253	Further donations to be made
433	Summer School	Spend of £173 against zero budget	Funds to come form Pupil Premium
451	Careers	Overspend of £1,811 due to cost of transport to careers event and subscription to services	Use some underspend from elsewhere to cover the cost – budget reflects this next year

484	Alder Centre	Spend of £67 against zero budget	Funds to come from Admin
492	LAC (Looked After Children)	Funds arrived from Walsall Council following bid by JRO	Funds assigned to income code but need to move to expenditure code at year end
495	SLT Residual	Zero budget but spend of £5,261 – this is being used for agreed spend to cover cost of new curriculum specification	Cost to be recouped form underspend elsewhere.

2015-16 Year End Forecast Detail

Expenditure - Staffing	Full Year		Forecast	
	Forecast Budget	% Spent	Spend	Variance
Teaching Staff	4,997,262	95	4,767,058	230,204
Associate Staff	1,200,625	97	1,166,725	33,900
Supply Staff - Illness	100,000	39	38,602	61,398
Supply Staff - Maternity/Pat'nty	69,200	48	33,100	36,100
Supply Staff - Other Authorised	0		31,775	-31,775
Lunchcover	0		8,107	-8,107
Employee Related Costs	7,000	63	4,381	2,619
Recruitment	4,000	282	11,275	-7,275
Staffing Total	6,378,087	95	6,061,023	317,064

Description	Full Year		Forecast	
	Budget	%Spent	Spend	Variance
Welfare and Hospitality	10,000	50	4,996	5,004
Simply Health	10,740	97	10,460	280
Capital Improvement Fund	22,994	96	22,152	842
Capital Mainenance Round 2	2,000	0	0	2,000
Capital Maintenance Fund 2016	0		220,820	-220,820
Devolved Formula Capital (Exp)	29,886	0	29,886	0
Operational Maintenance	60,000	97	58,295	1,705
Grounds Maintenance	15,000	99	14,877	123
Property Projects	0		48,215	-48,215
Water and Sewerage	14,168	74	10,550	3,618
Energy	144,120	73	104,935	39,185
Other Occupation Costs	40,000	99	39,425	575
Cleaning and Caretaking	138,000	99	136,134	1,866
Insurance	54,452	98	53,437	1,015
Rates	36,501	59	21,533	14,968
Premises and Occupation Costs Total	577,861	129	775,715	-197,854

Description	Full Year		Forecast	
	Budget	%Spent	Spend	Variance
Admin Supplies	19,854	59	11,811	8,043
Communications	20,800	90	18,676	2,124
ICT Consumables	5,000	100	4,993	7
ICT Curriculum Development	38,000	100	37,838	162
ICT Network Support	114,837	93	106,435	8,402
BYOD	7,459	-41	-3,035	10,494
Professional services	48,458	128	62,027	-13,569
Governance Expenses	8,300	10	790	7,510
Admissions and Marketing	15,460	99	15,247	213
Admission appeals	3,825	0	0	3,825
Library	10,000	99	9,919	81
Resources	15,438	86	13,213	2,225
Furniture & Equipment	3,000	98	2,929	71
Minibus Operating costs	6,000	59	3,513	2,487
Transport PE activities-external	5,000	124	6,175	-1,175
Examinations Fees	139,000	104	144,496	-5,496
Free School Meals	84,028	80	66,804	17,224
Bursary 16-19 Distribution	16,802	39	6,544	10,258
Administration Total	561,261	91	508,374	52,887

Description	Full Year		Forecast	
	Budget	%Spent	Spend	Variance
Faculty of English	1,500	20	299	1,201
English Department	10,500	79	8,324	2,176
Media Studies	0		-282	282
Faculty of Mathematics	3,000	47	1,404	1,596
Mathematics Department	9,000	107	9,649	-649
Maths Futures	1,400	0	0	1,400
Faculty of Science	1,500	96	1,441	59
Science Department	17,000	93	15,806	1,194
Faculty of BusComm	3,000	78	2,336	664
Business Studies	1,500	41	622	878
ICT Department	1,500	46	692	808
MFL Department	3,500	87	3,032	468
Psychology/Sociology	1,000	88	884	116
Health & Social	1,000	67	672	328
Faculty of Humanities	1,500	100	1,502	-2
Geography Department	3,250	75	2,432	818
History Department	3,250	91	2,960	290
RST Department	2,500	89	2,215	285
Citizenship	250	103	258	-8
LAW	250	57	143	108
Faculty of Performance	1,500	89	1,341	159
PE Department	5,000	97	4,845	155
Music Department	5,000	98	4,925	75
Walsall/Other Music Support	45,000	96	43,231	1,769
Drama Department	1,000	83	832	168
Faculty of Design	1,500	0	0	1,500
D&T Department	18,000	99	17,769	231
Art Department	6,100	90	5,519	581
EPQ	1,000	0	0	1,000
Student Development Department	3,000	94	2,830	170
Student Development Social Club	0		-11	11
Student Dev. Foundation Learning	500	93	463	37
Curriculum Capitation Total	154,000	88	135,821	18,179

Description	Full Year		Forecast	
	Budget	%Spent	Spend	Variance
Revision and Boosters	4,000	37	1,495	2,505
Improving T&L	5,000	70	3,480	1,520
Planners	3,000	77	2,317	683
Primary Enterprise	0		253	-253
Curriculum Development GM	1,000	44	439	561
Surveys	2,000	0	0	2,000
CPD	10,000	98	9,808	193
NQT	4,000	90	3,618	382
Science and Engineering	4,500	97	4,356	144
Summer School	0		173	-173
Alternative Provision	40,000	60	24,163	15,837
Sixth Form Funding	5,000	77	3,861	1,139
Careers	18,000	110	19,811	-1,811
UCAS	0		-218	218
Rewards and Consequences	8,000	100	7,999	1
Aldridge Partnership	1,300	16	213	1,087
Barr House	200	78	157	43
Daniels House	200	64	129	71
Linley House	200	99	198	2
Scott House	200	93	186	14
Alder Centre	0		67	-67
PSHCE	300	59	176	124
Pastoral/Attendance	1,000	37	372	628
LAC	0		26,153	-26,153
SLT Residual	0		5,261	-5,261
Pupil Premium Exp	95,000	75	71,290	23,710
SLT Capitation Total	202,900	92	185,755	17,145

Grand Total Expenditure	7,874,109	95 0	7,666,688	207,421
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Budgeted Surplus	-189,750
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Forecast Surplus	17,671
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Description	Full Year		Forecast	
	Budget	% Received	Spend	Variance
GAG Income	7,599,914	101	7,599,914	0
Developed Formula Capital	29,886	158	29,886	0
Total Restricted Income	7,629,800	104	7,629,800	0
Lettings & Rental Income	25,231	112	25,231	0
Bank interest	7,000	144	7,000	0
Other Employee Income	22,328	11	22,328	0
Total Unrestricted Income	54,559	75	54,559	0
Total Income	7,684,359	104	7,684,359	0

2015-16 Forecast Summary

Income		Full Year		Forecast	
Description	Forecast Budget	% Received	Income	Variance	
Total Restricted Income	7,629,800	104	7,629,800	-	
Total Unrestricted Income	54,559	75	54,559	-	
Total Income	7,684,359	104	7,684,359	-	

Expenditure		Full Year		Forecast	
Description	Forecast Budget	% Spent	Income	Variance	
Staffing Total	6,378,087	95	6,061,023	317,064	
Premises and Occupation Costs Total	577,861	129	775,715	-197,854	
Administration Total	561,261	91	508,374	52,887	
Curriculum Capitation Total	154,000	88	135,821	18,179	
SLT Capitation Total	202,900	92	185,755	17,145	
Grand Total Expenditure	7,874,109	97	7,666,688	207,421	

Budgeted Deficit	-189,750
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Forecast Surplus	17,671
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