**Narrative for estimated outturn and**

**budget position report for**

**End of March 2017**

**The current estimated carry forward figure is £119,220**

The previous reported estimated carry forward figure was £59,810

In February virements were run to correct staffing costs centres (based on calculations at the time), “Other staff costs”, “BWD delivery group”, and “Catering costs other” to address the issues previously reported.

**Variances**

**Staffing**

Since the last report additional staffing changes have resulted in approximately £60,000 savings.

The staffing cost estimates are correct as of the end of March 2017 and will be revised in future reports with current calculations at the time.

The “Supply cost” budget is now showing £2,000 over and it is anticipated that this will remain the case and need to be covered from contingency. This is mainly due to us having to buy in extra cover for staff on long term sick.

**Other cost centres**

“Staff training” currently has £6,500 and it is anticipated that £2,000 will be left by August.

“School improvement DFC” is now showing £20,000 carry forward as around £5,000 was used on security lighting and other capital repairs.

“Other income” is now expected to have around £10,000 carry forward due to the Combined Cadet Force bursary funding coming in.

“Insurance” currently has a balance of £7,500 and it is expected that this will be £5,000 by the end of the year.

“Energy” is now showing a slightly larger overspend from the last report and this is still down to Electricity bills coming in higher than budgeted. I am monitoring the monthly usage and costs and will adjust the cost centre from contingency later in the year.

“Trip contingency” is showing a balance of £4,000 and the “Caxton card” cost centre (card used for purchases on trips), is showing (£2,000) so it is expected that a balance of £2,000 overall will be carried forward by the end of the year.

“EFA Pipes 2016-17”, is showing an overspend of £13,000 which will need to be covered by contingency. This is relating to the latest CIF pipework project and I think is down to the timing of when the approval came in. The original bid was put together in November 2015 and it included a commitment from the school to contribute £10,000 and to cover the initial design documentation costs. The project was approved in the period when no Business Manager was in place and so the agreement for the schools contributions was not communicated to the Finance team when the budget was set up. As a result only the EFA funding was allocated and that is where the shortfall has come from.

**General comments**

Virements have also been run to address requirements that had been identified for other cost centres as follows:

* Pastoral 6th Form + £400
* Cricket school + £650
* Governors + £433
* Building Maint. + £3,000