

Decision Maker: **Schools' Forum**

Date: **20 September 2012**

Decision Maker: **Education Budget Sub-Committee**

Date: **25 September 2012**

Decision Type: Non-Urgent Non-Executive Non-Key

TITLE: SPENDING BY PRIMARY, SECONDARY AND SPECIAL MAINTAINED SCHOOLS IN 2011/12

Contact Officer: Mandy Russell, Head of Schools' Finance Team
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Chief Officer: Tessa Moore, Assistant Director (Education)

Ward: Boroughwide

1. Reason for report

- 1.1 This report provides information on all revenue and capital balances held by Primary, Secondary and Special Maintained Schools as at 31 March 2012, and also provides a comparison to the balances held at the same time in the previous year.

2. **RECOMMENDATION(S)**

- 2.1 **The Committee is invited to consider the financial position of Primary, Secondary and Special Maintained Schools at the end of the 2011/12 financial year and to identify any matters for specific comment and referral to the Portfolio Holder.**
- 2.2 **The Schools' Forum is asked to note the balances for information.**

Corporate Policy

1. Policy Status: N/A
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Dedicated Schools Grant 2011/12
 4. Total current budget for this head: £219,000k
 5. Source of funding:
-

Staff

1. Number of staff (current and additional) – N/A
 2. If from existing staff resources, number of staff hours – N/A
-

Legal

1. Legal Requirement: Non-statutory - Government guidance:
 2. Call in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - N/A
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 This report highlights the financial position of Primary Secondary and Special Maintained Schools as at 31 March 2012 the end of the 2011/12 financial year.
- 3.2 Balances are reported in accordance with the DCSF Consistent Financial Reporting (CFR) Regulations. This is a framework for reporting income and expenditure and balances. It provides schools with a benchmarking facility for comparison between similar schools to promote self-management and value for money. A CFR return is produced for all schools maintained by the Local Authority as at 31 March 2012.
- 3.3 The CFR framework consists of six balances, which provide an overall picture of a school's resources available from one year to the next, and gives information on balances carried forward. The balances are categorised as follows:
- BO1 Committed Revenue Balances
 - BO2 Uncommitted Revenue Balances
 - BO3 Devolved Formula Capital Balances
 - BO5 Other Capital Balances
 - BO6 Community Focused Extended Schools Balances
- Nb BO4 Other Standard Fund Capital Balances has been deleted this year as standards funds no longer exist.
- 3.4 The average level of revenue balances (BO1 and BO2) both committed and uncommitted for Maintained Primary School stands at 5.35% of School Budget Shares compared to 5.20% at the end of 2010/11, which is an increase of 0.15%. Secondary school balances are -0.66% compared to 2.20% at the end of 2010/11; a reduction of 2.86%. These figures are distorted due to the fact that there are only two maintained Secondary schools included, one of which has a very high deficit.
- 3.5 Special School balances have increased to 7.28% compared to 3.62% the previous year; an increase of 3.66%.
- 3.6 A comparison of the levels of school balances as at 31 March 2012 to the previous year is shown in the table below.

| | Primary Schools £000 | Secondary Schools £000 | Special Schools £000 |
|--|-------------------------|---------------------------|-------------------------|
| Revenue balances only as at: 31.03.12 | | | |
| Committed Revenue Balances (BO1) | 538 (0.77%) | 81 (0.96%) | 72 (0.81%) |
| Uncommitted Revenue Balances (BO2) | 3,189 (4.58%) | -136 (-1.61%) | 573 (6.47%) |
| | 3,727 (5.35%) | 55 (-0.66%) | 645 (7.28%) |
| Revenue balances only as at: 31.03.11 | | | |
| Committed Revenue Balances (BO1) | 1,257 (1.89%) | 201 (2.38%) | 119 (1.19%) |
| Uncommitted Revenue Balances (BO2) | 2,196 (3.32%) | -386 (-4.58%) | 243 (2.43%) |
| | 3,453 (5.20%) | -185 (-2.20%) | 362 (3.62%) |

- 3.7 In accordance with DCSF guidelines the Bromley Scheme for Financing Schools was updated in 2011 to remove the balance control mechanism. Previously this allowed local authorities to deduct any balances in BO2 (uncommitted revenue balances) in excess of 5% for secondary schools and 8% for primary and special schools from the following year's school budget share. All schools with balances in excess of 8% have been asked to complete a proforma detailing the reason for holding a high balance and their plans for reducing the balance in year. Details of this are included at **Appendix 2**.
- 3.8 The DfE has recently published a consultation focusing on schools with high balances and with deficits, to ensure that LAs are working closely with these schools. The consultation states that the DfE will focus particularly on schools with deficits of 2.5% or more and surplus balances in BO1 and BO2 of 15% or more. Schools that would fall into these categories have been highlighted on the table at **Appendix 1**.
- 3.9 Also, in previous years schools have used BO1 (committed revenue balances) to show unspent Standards Funds balances, however Standards Funds no longer exist which is why BO1 balances have decreased significantly.
- 3.10 This report also provides information on those schools with a deficit revenue balance. As at 31 March 2012, 10 primary schools and 1 secondary school have a deficit balance. The Schools' Finance Support Team will work with these schools to ensure that deficit recovery plans are agreed. Two primary schools are showing a capital deficit where they have spent in advance of their Devolved Formula Capital allocations.
- 3.11 **Appendix 2** shows a statement from each of the schools in deficit outlining the reasons for the deficit and the management action to be taken to recover the deficit.
- 3.12 The Assistant Director of Education and Care Services has reviewed the level of balances held by schools and is keen that as much attention is paid to schools with high balances as those with deficits. It is the role of the Senior Advisers within the Learning and Achievement team to be aware of schools' balances and for these to be taken into account when reviewing each school. However, whilst some balances may be considered to be quite high at present, five year budget plans that are being submitted by schools show a steady decline over the next few years, which is a direct result of the Government's funding directives whereby schools are receiving a decrease of 1.5% in their funding.

4. FINANCIAL IMPLICATIONS

- 4.1 Whilst this report provides details of school balances, there are no financial implications to be considered.

| | |
|---|--|
| Non-Applicable Sections: | Policy, Legal and Personnel Implications |
| Background Documents: (Access via Contact Officer) | |

APPENDIX 1

| | 2010/11 | | | | 2011/12 | | | | | | | | | |
|-----------------------------|---|---|--------------------------------------|--|--|---|---|---|--|--------------------------------------|---|-------------------------------------|---|---|
| | BO1 Committed Revenue Balances | BO2 Uncommitted Revenue Bal 31/03/2011 | B02 Rev Bal as % of 2011/12 | BO1 & B02 Rev Bal as % of 2011/12 | School Budget Share 2011-2012 | BO1 Committed Revenue Balances | BO2 Uncommitted Revenue Bal 31/03/2012 | B02 Rev Bal as % of 2012/13 | BO1 & B02 Rev Bal as % of 2012/13 | School Budget Share 2012-13 | BO3 Devolved Formula Cap Balances | BO5 Other Capital Balances | BO6 Community Focused Ext Schools | Balance C/fwd as at 31/03/2012 |
| Primary Schools | | | SBS | SBS | | | | SBS | SBS | | | | | |
| Alexandra Infants | 10830 | 56,885 | 7% | 8% | 839,237 | 35,500 | 34,136 | 4% | 8% | 921,388 | 28,888 | 0 | 0 | 98,524 |
| Alexandra Junior | 0 | -10,913 | -1% | -1% | 833,535 | 0 | 21,287 | 3% | 3% | 810,730 | 22,746 | 0 | 0 | 44,033 |
| Bickley Primary | 23388 | 17,642 | 2% | 4% | 1,058,732 | 11,176 | 76,624 | 7% | 8% | 1,111,389 | 14,380 | 12,000 | 0 | 114,180 |
| Blenheim Primary | 0 | 40,611 | 5% | 5% | 804,587 | 0 | -28,659 | -3% | -3% | 908,971 | -739 | 0 | 0 | -29,398 |
| Bromley Road Infants | 15928 | 63,597 | 7% | 9% | 866,002 | 0 | 93,202 | 11% | 11% | 877,725 | 23,569 | 11,500 | 0 | 128,271 |
| Burnt Ash Primary | 20000 | 141,319 | 8% | 9% | 1,797,571 | 44,760 | 92,462 | 5% | 7% | 1,882,001 | 11,777 | 0 | 0 | 148,999 |
| Castlecombe Primary | 10785 | 37,075 | 4% | 5% | 973,873 | 3,385 | 47,474 | 5% | 5% | 997,554 | 17,155 | 7,410 | 0 | 75,425 |
| Chelsfield Primary | 14851 | 36,904 | 7% | 10% | 506,495 | 0 | 102,904 | 20% | 20% | 509,402 | 7,736.46 | 0 | 0 | 110,640 |
| Chislehurst C.E. Primary | 3123 | 52,144 | 8% | 8% | 690,586 | 0 | 63,520 | 9% | 9% | 717,479 | 25,022 | 0 | 0 | 88,542 |
| Churchfields Primary | 19915 | 89,251 | 7% | 8% | 1,331,868 | 12,751 | 68,256 | 5% | 6% | 1,412,139 | 6,908 | 0 | 0 | 87,915 |
| Clare House Primary | 735 | -79,044 | -11% | -11% | 739,129 | 0 | -126,722 | -16% | -16% | 796,442 | 10,090 | 0 | 0 | -116,632 |
| Crofton Infants | 15767 | 65,481 | 0% | 4% | 1,943,613 | 0 | 153,837 | 8% | 8% | 1,973,340 | 16,448 | 65,000 | 0 | 235,285 |
| Cudham CE | 3000 | 20,604 | 4% | 5% | 484,640 | 4,082 | 34,405 | 7% | 8% | 476,454 | 4,424 | 103,995 | 0 | 146,906 |
| Darrick Wood Junior | 0 | 26,660 | 2% | 8% | 1,432,289 | 20,653 | -2,184 | 0% | 1% | 1,760,336 | 74,798 | 0 | 0 | 93,267 |
| Dorset Road Primary | 15516 | 24,156 | 7% | 11% | 357,614 | 4,691 | 10,088 | 3% | 4% | 395,030 | 31,885 | 19,241 | 1,363 | 67,267 |
| Downe Primary | 0 | 647 | 0% | 0% | 378,721 | 0 | 27,541 | 7% | 7% | 387,543 | 3,328 | 0 | 0 | 30,869 |
| Edgebury Primary | 28181 | 58,469 | 8% | 11% | 768,511 | 3,600 | 59,842 | 7% | 8% | 802,830 | 16,596 | 0 | 0 | 80,038 |
| Farnborough Primary | 7209 | 30,994 | 4% | 5% | 738,711 | 8,110 | 66,965 | 9% | 10% | 752,166 | 21,883 | 0 | 0 | 96,958 |
| Grays Farm Primary | 0 | -24,919 | -2% | -2% | 1,490,632 | 4,990 | 56,434 | 4% | 4% | 1,549,513 | 10,864 | 0 | 0 | 72,288 |
| Hawes Down Infants | 1365 | 45,053 | 6% | 6% | 769,556 | 7,369 | 64,417 | 8% | 9% | 841,008 | 3,867 | 0 | 0 | 75,652 |
| Hawes Down Juniors | 4350 | -9,383 | -1% | -1% | 956,417 | 0 | -19,069 | -2% | -2% | 933,131 | 21,159 | 0 | 0 | 2,090 |

| | 2010/11 | | | | 2011/12 | | | | | | | | | |
|---------------------------------|---|---|--------------------------------------|--|--|---|---|---|--|--------------------------------------|---|-------------------------------------|---|---|
| | BO1 Committed Revenue Balances | BO2 Uncommitted Revenue Bal 31/03/2011 | B02 Rev Bal as % of 2011/12 | BO1 & B02 Rev Bal as % of 2011/12 | School Budget Share 2011-2012 | BO1 Committed Revenue Balances | BO2 Uncommitted Revenue Bal 31/03/2012 | B02 Rev Bal as % of 2012/13 | BO1 & B02 Rev Bal as % of 2012/13 | School Budget Share 2012-13 | BO3 Devolved Formula Cap Balances | BO5 Other Capital Balances | BO6 Community Focused Ext Schools | Balance C/fwd as at 31/03/2012 |
| Highfield Infants | 27232 | 41,341 | 5% | 8% | 813,618 | 22,409 | 51,455 | 6% | 9% | 831,623 | 7,430 | 0 | 0 | 81,294 |
| Highfield Junior | 45974 | 61,599 | 6% | 10% | 1,103,439 | 16,492 | 87,897 | 8% | 9% | 1,122,037 | 0 | 54,268 | 0 | 158,657 |
| Hillside Primary | 0 | -52,608 | -4% | -4% | 1,463,331 | 0 | -95,524 | -6% | -6% | 1,484,029 | 25,681 | | | -69,842 |
| Holy Innocents RC Primary | 2490 | 24,741 | 3% | 4% | 722,577 | 22,000 | 936 | 0% | 3% | 744,413 | 0 | 14,712 | 0 | 37,648 |
| James Dixon Primary | 23984 | 14,023 | 1% | 2% | 1,559,932 | 9,154 | 25,931 | 2% | 2% | 1,668,709 | 3,712 | 0 | 0 | 38,797 |
| Keston CE | 4500 | 24,170 | 3% | 4% | 745,617 | 0 | 48,022 | 6% | 6% | 789,472 | 73,608 | 0 | 0 | 121,631 |
| Leesons Primary | 25652 | -38,778 | -4% | -1% | 942,792 | 5,186 | -5,873 | -1% | 0% | 1,071,425 | 6,041 | 0 | 0 | 5,354 |
| Malcolm Primary | 0 | -15,813 | -1% | -1% | 1,143,398 | 9,500 | 9,743 | 1% | 2% | 1,278,766 | 0 | 0 | 0 | 19,243 |
| Manor Oak Primary | 161057 | 91,837 | 8% | 23% | 1,094,245 | 3,395 | 179,329 | 16% | 17% | 1,098,244 | 62,173 | 41,186 | 15,247 | 301,330 |
| Marian Vian Primary | 8123 | 82,319 | 4% | 5% | 1,947,800 | 19,425 | 114,285 | 6% | 7% | 1,951,885 | 40,324 | 0 | 8,208 | 182,242 |
| Mead Road Infant | 1750 | 27,578 | 7% | 8% | 388,538 | 0 | 27,576 | 7% | 7% | 403,069 | 3,256 | 3,952 | 0 | 34,784 |
| Midfield Primary | 30869 | 59,888 | 5% | 7% | 1,240,096 | 33,448 | 81,216 | 6% | 9% | 1,343,557 | 16,039 | 28,574 | 0 | 159,277 |
| Mottingham Primary | 25419 | 89,181 | 8% | 10% | 1,117,407 | 2,115 | 66,735 | 6% | 6% | 1,186,820 | 0 | 7,326 | 19,322 | 95,497 |
| Oak Lodge Primary | 0 | 44,436 | 2% | 2% | 2,052,098 | 0 | 43,778 | 2% | 2% | 2,065,750 | 3,389 | 42,439 | 0 | 89,606 |
| Oakland Primary | 5503 | 46,859 | 3% | 4% | 1,358,318 | 0 | 95,641 | 7% | 7% | 1,431,134 | 9,039 | 0 | 3,693 | 108,373 |
| Parish C.E. Primary | 20809 | 39,111 | 3% | 4% | 1,490,855 | 9,487 | 59,911 | 4% | 4% | 1,606,733 | 2,731 | 0 | 0 | 72,130 |
| Perry Hall Primary | 34326 | 44,725 | 3% | 6% | 1,324,406 | 47,098 | 72,824 | 5% | 9% | 1,394,305 | 0 | 0 | 4,635 | 124,556 |
| Poverest Primary | 104337 | 83,872 | 8% | 18% | 1,072,345 | 8,596 | 130,273 | 12% | 13% | 1,107,261 | 22,298 | 0 | 21,007 | 182,175 |
| Pratts Bottom Primary | 69836 | 33,098 | 8% | 25% | 410,280 | 26,225 | 67,653 | 16% | 22% | 419,792 | 47,585 | 0 | 0 | 141,463 |
| Princes Plain Primary | 30395 | 54,695 | 3% | 4% | 1,947,603 | 33,860 | 87,333 | 4% | 6% | 2,169,168 | 0 | 0 | 0 | 121,194 |
| Raglan Primary | 40568 | 54,295 | 3% | 6% | 1,668,988 | 0 | 55,074 | 3% | 3% | 1,639,801 | 8,847 | 110,212 | 0 | 174,133 |
| Red Hill Primary | 47042 | 109,140 | 5% | 8% | 2,064,705 | 0 | 176,388 | 8% | 8% | 2,232,668 | 29,145 | 0 | 0 | 205,534 |
| Royston Primary | 31997 | 3,600 | 0% | 2% | 1,687,379 | 0 | 85,063 | 5% | 5% | 1,832,219 | 11,943 | 0 | 0 | 97,006 |

| | 2010/11 | | | | | 2011/12 | | | | | | | | |
|--|---|---|--------------------------------------|--|--|---|---|---|--|--------------------------------------|---|-------------------------------------|---|---|
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| Scotts Park Primary | 10641 | 86,823 | 7% | 8% | 1,263,232 | 12,702 | 99,274 | 7% | 8% | 1,333,885 | 13,825 | 0 | 0 | 125,802 |
| Southborough Primary | 11383 | 75,207 | 5% | 6% | 1,429,146 | 7,058 | 111,885 | 7% | 8% | 1,579,241 | 15,926 | 10,000 | 0 | 144,868 |
| St Anthony's RC Primary | 0 | 1,913 | 0% | 0% | 824,955 | 0 | 61,472 | 8% | 8% | 789,611 | 0 | 46,408.68 | 0 | 107,881 |
| St George's CE (Bickley) Primary | 0 | -31,637 | -3% | -3% | 980,639 | 3,182 | -51,356 | -5% | -5% | 1,066,463 | 2,268 | 0 | 0 | -45,906 |
| St James RC Primary | 46135 | 46,890 | 7% | 12% | 714103.92 | 8,598 | 99,709 | 15% | 16% | 660,361 | 0 | 16,904 | 0 | 125,212 |
| St John's CE Primary | 54,827 | 83,851 | 7% | 12% | 1,164,870 | 0 | 137,255 | 12% | 12% | 1,168,120 | 0 | 17,598 | 0 | 154,852 |
| St Josephs Primary | 9,107 | 32,408 | 5% | 6% | 709,392 | 8,550 | 21,983 | 3% | 4% | 718,482 | 16,812 | 0 | 0 | 47,345 |
| St Mark's CE Primary | 35,076 | 15,320 | 1% | 4% | 1,331,411 | 13,685 | 49,517 | 4% | 5% | 1,366,902 | 51,270 | 4,000 | 0 | 118,472 |
| St Mary Cray Primary | 8,440 | 7,897 | 1% | 3% | 635,877 | 0 | -19,883 | -3% | -3% | 689,089 | 16,523 | 0 | 0 | -3,360 |
| St. Mary's RC (Beckenham) | 0 | 102,065 | 8% | 8% | 1,287,355 | 6,347 | 57,538 | 4% | 5% | 1,343,471 | 57,120 | 0 | 0 | 121,006 |
| St Pauls Cray Primary | 12,000 | 40,328 | 4% | 5% | 1,006,138 | 1,618 | 66,937 | 6% | 6% | 1,096,121 | 0 | 0 | 0 | 68,555 |
| St Philomena's RC Primary | 17,360 | 9,474 | 1% | 4% | 739,446 | 9,500 | 5,479 | 1% | 2% | 795,439 | 2,444 | 0 | 0 | 17,423 |
| St Vincent's RC Primary | 24,823 | 50,770 | 7% | 11% | 715,669 | 32,533 | 56,998 | 8% | 12% | 726,955 | 0 | 0 | 0 | 89,531 |
| St Peter and St Pauls Primary | 13,444 | -88,743 | -11% | -10% | 783,250 | 4,044.38 | -32,333 | -4% | -4% | 722,577 | 0 | 22,927 | 0 | -5,362 |
| The Highway Primary | 611 | 427 | 0% | 0% | 689,382 | 1,299 | -2,325 | 0% | 0% | 736,369 | 8,528 | 5,719 | | 13,222 |
| Unicorn Primary | 0 | 63,271 | 6% | 6% | 985,104 | 0 | 79,437 | 8% | 8% | 1,058,101 | 19,441 | 0 | 0 | 98,878 |
| Wickham Common Primary | 18,709 | 53,547 | 4% | 5% | 1,316,917 | 0 | 9,275 | 1% | 1% | 1,376,564 | -13,544 | 0 | 0 | -4,269 |
| Worsley Bridge Junior | 57,276 | 40,181 | 6% | 14% | 721,701 | 0 | 75,908 | 11% | 11% | 712,967 | 18,521 | 0 | 0 | 94,429 |
| Sub-total | 1,256,638 | 2,196,535 | 3.32% | 5.20% | 66,420,671 | 538,574 | 3,189,199 | 4.58% | 5.35% | 69,630,170 | 955,161 | 645,370 | 73,475 | 5,401,778 |
| Secondary Schools | | | | | | | | | | | | | | |

| | 2010/11 | | | | | 2011/12 | | | | | | | | |
|------------------------|---|---|--------------------------------------|--|--|---|---|---|--|--------------------------------------|---|-------------------------------------|---|---|
| | BO1 Committed Revenue Balances | BO2 Uncommitted Revenue Bal 31/03/2011 | B02 Rev Bal as % of 2011/12 | BO1 & B02 Rev Bal as % of 2011/12 | School Budget Share 2011-2012 | BO1 Committed Revenue Balances | BO2 Uncommitted Revenue Bal 31/03/2012 | B02 Rev Bal as % of 2012/13 | BO1 & B02 Rev Bal as % of 2012/13 | School Budget Share 2012-13 | BO3 Devolved Formula Cap Balances | BO5 Other Capital Balances | BO6 Community Focused Ext Schools | Balance C/fwd as at 31/03/2012 |
| St. Olave's | 41,597 | 87,180 | 3% | 5% | 2,756,995 | 44,692 | 238,951 | 9% | 10% | 2774435 | 0 | 34,535 | 0 | 318,178 |
| The Priory | 158,917 | -473,302 | -8% | -6% | 5,672,197 | 36,190 | -375,442 | -7% | -6% | 5682206 | 0 | 160,573 | 0 | -178,679 |
| Sub-total | 200,514 | -386,121 | -4.58 | -2.20% | 8,429,192 | 80,882 | -136,491 | -1.61% | -0.66% | 8,456,642 | 0 | 195,107 | 0 | 139,499 |
| Special Schools | | | | | | | | | | | | | | |
| Burwood School | 45,669 | 85,565 | 8% | 12% | ,1,129,434 | 14,492 | 84,949 | 8% | 9% | 1106899 | 35,337 | 0 | 8,723 | 143,500 |
| Glebe | 0 | 22,678 | 1% | 1% | 2,434,012 | 0 | 173,893 | 7% | 7% | 2437394 | 62,646 | 0 | 149,117 | 385,657 |
| Marjorie McClure | 73,491 | 16,686 | 1% | 5% | 1,960,925 | 57,221 | 60,477 | 3% | 6% | 1973001 | 0 | 47,219 | 0 | 164,917 |
| Riverside | 0 | 118,463 | 3% | 3% | 4,484,893 | 0 | 253,999 | 8% | 8% | 3339297 | 0 | 0 | 24,188 | 278,187 |
| Sub-total | 119,160 | 243,392 | 2.43% | 3.62% | 10,009,354 | 71,713 | 573,318 | 6.47% | 7.28% | 8,856,590 | 97,983 | 47,219 | 182,028 | 972,261 |
| TOTAL | 1,576,312 | 2,053,806 | 2.42% | 4.28% | 84,859,217 | 691,169 | 3,626,026 | 4% | 5.0% | 86,943,402 | 1,053,143 | 887,696 | 255,503 | 6,513,537 |

REVENUE/CAPITAL DEFICITS

PRIMARY SCHOOLS

| | | |
|-------------------------|--------------------------------|------------|
| Blenheim Primary | Revenue Deficit £28,659 | -3% |
| | Capital Deficit £738 | |

Reason for Deficit

- Low pupil numbers in Key Stage 2
- Long term teaching absence.

Management Action to achieve Recovery Plan as agreed by School and LA

- Increase pupil numbers
- Careful staff management.
- Working closely with LA to achieve a recovery plan
- Contracts to be reviewed for best value.
- Staff financial awareness training

LA Comment

The school has signed up to the highest level of Service Level Agreement so will receive full support from the Schools' Finance Team to help achieve the recovery. The school also has a very small capital deficit which will be repaid in full from the 2012/13 Devolved Formula Capital allocation.

| | | |
|----------------------------|-------------------------|-------------|
| Clare House Primary | Deficit £126,722 | -16% |
|----------------------------|-------------------------|-------------|

Reason for Deficit

- Historic deficit due to income accounted for incorrectly (doubled counted) and incorrect data entries.
- School layout makes it difficult to have additional pupils in Key Stage 2.
- Incorrect data resulted in underpayments to teachers which were paid in 2011/12.
- Failure to submit claim on insurance policy for long term sickness.
- High supply teacher costs.
- Settlement paid to previous caretaker and additional cost of relief caretaker.

Management Action to achieve Recovery Plan as agreed by School and LA

- To continue to work closely with the local Authority to find ways to recover deficit.
- Increasing the Reception pupil number with the view of looking to increase size of school.
- Reviewing existing Service Level Agreements.
- Restructuring and hiring new less expensive staff (NQT).
- Continue minimising cost on all possible aspects.

LA Comment

Although have worked closely with the LA, the school has not managed to achieve a deficit recovery plan. This situation will continue to be monitored and will be discussed with the Assistant Director for Education in the Autumn Term.

Darrick Wood Junior**Deficit £2,184****-0%**Reason for Deficit

- Unprecedented staff absences of 3 teachers and one TA leading to higher than anticipated supply costs.

Management Action to achieve Recovery Plan as agreed by School and LA

- Deficit to be fully repaid in 2012/13 as new budget healthier due to significant increase in pupil numbers.

LA Comment

The deficit was not anticipated during the year. The school is signed up for the Gold level SLA so will receive a high level of support from the Schools' Finance Team to help them ensure that the deficit is repaid in year.

Hawes Down Junior**Deficit £19,069****-2%**Reasons for Deficit

- Unexpected clawback of SEN matrix funding
- Unanticipated Upper Pay Scale claims from teaching staff.
- Gas leak in canteen which cost the school over £3,000
- Staff restructure in office
- Long term sickness absence

Management Action to achieve Recovery Plan as agreed by School and LA

- Increased pupil numbers 2012/13 onwards.
- Staff savings due to maternity leave of Deputy Head and Upper Pay Scale staff members.
- Newly qualified staff/ Graduate teacher placements planned to replace Upper Pay Scale staff
- Staffing restructure costs absorbed within budget.
- Bulge classes feeding through from Infant school.

LA Comment

The school is buying into the highest level of financial support and is aiming to significantly reduce the deficit in 2011/12.

Hillside Primary**Deficit £95,524****-6%**Reasons for Deficit

- Additional supply costs relating to Ofsted Plan not originally budgeted for.
- Additional building and ground maintenance costs.

Management Action to achieve Recovery Plan as agreed by School and LA

- The school is converting to academy status in September as a sponsored academy. As a result of this the deficit will return to the Local Authority.

LA Comments

The Head of Schools Finance Team is working closely with both the school and the Sponsoring Academy (Priory School) to ensure that the deficit which returns to the LA in September does not increase significantly. Funding has been identified within the Dedicated Schools Grant headroom to absorb this cost.

Leesons Primary**Deficit £5,873****-1%**Reason for Deficit

- Historic deficit brought forward from previous year.

Management Action to achieve Recovery Plan as agreed by School and LA

- School has exceeded its proposed recovery plan and is expected to fully recover the deficit in 2012/13.

LA Comment

The school has managed its funds effectively in 2011/12 to achieve a year end position which is significantly lower than the anticipated figure in the Recovery Plan. The school will continue to be supported through a Gold SLA to ensure it manages to fully recover the deficit in line with the revised deficit recovery plan.

St George's Primary**Deficit £51,356****-5%**Reasons for Deficit

- High number of staff on Upper Pay Scales.
- The building is old and expensive to maintain.
- Low pupil numbers in certain year groups which are currently working their way through the school.

Management Action to Achieve Recovery Plan as agreed by School and LA

- Cost savings agreed between Governing Body and Local Authority.
- Budget monitoring to be provided by Schools Finance Team to ensure that all savings are achieved.

LA Comment

The school has signed up to the Gold level Finance Service level Agreement and have demonstrated that they are keen to work with the Schools' Finance Team to achieve a workable Deficit Recovery Plan.

St Mary Cray Primary**Deficit £19,883****-3%**Reasons for Deficit

- Low pupil numbers.

Management Action to Achieve Recovery Plan as agreed by School and LA

- Continue to develop the confidence of the local community to increase pupil numbers.

LA Comment

The school has signed up to the Gold Finance Service level Agreement and have demonstrated that they are keen to work with the Schools' Finance Team to achieve a workable Deficit Recovery Plan.

St Peter and St Paul's Primary**Deficit £32,333****-4%**Reasons for Deficit

- This was accumulated over time and exacerbated by buy-out of photocopier lease in 2009/10.

Management Action to achieve Recovery Plan as agreed by School and LA

- Ensure pupil numbers are maximised.
- Careful monitoring of spend.
- Staffing costs carefully allocated and rationalised.
- Maximise use of capital and transferred standards fund grants.

LA Comment

The school is buying into the Gold Service Level Agreement for finance and is on target to achieve its Deficit Recovery Plan.

The Highway Primary

Deficit £2,324

-0%

Reason for Deficit

- Broadband costs originally charged to capital at the start of the year but moved revenue at year in line with advice from the LA..

Management Action to achieve Recovery Plan as agreed by School and LA

- Budget set for 2012/13 to allow for deficit to be fully repaid in year.

LA Comment

The school is buying into the Gold Service Level Agreement for finance and is on target to ensure that the deficit is repaid in 2012/13.

Wickham Common Primary

Capital Deficit £13,544

-0%

Reason for Deficit

- Key Stage 2 building extension completed in October 2011. The school has accounted for the full cost of the building works, however some costs have been queried and possibly may be reduced.

Management Action to achieve Recovery Plan as agreed by School and LA

- The deficit may reduce when final costs/fees agreed. However should this not materialise it will be repaid from 2012/13 Devolved Formula Capital.

LA Comment

The Deficit Recovery Plan will be agreed with the school to show the capital deficit being fully repaid in year.

SECONDARY SCHOOLS

The Priory School

Deficit £375,441

-7%

Reasons for Deficit

- Pupil number drop higher than expected including 6th Form.
- Previous discrepancy in Sports Partnership funding accounting.
- Higher charges for services and site due to fuel increase and overhead charges
- No additional staff movement as anticipated.
- £ Full time staff on unexpected long term sick leave.

Management Action to achieve Recovery Plan as agreed by School and LA

- Full year effect of redundancies made in 2011.
- Natural staff movement.

LA Comments

The school will convert to Academy status on 1 May as a convertor academy. At the end of the three month consolidation period, the final deficit will be fully repaid to the LA and the school will agree a Repayment Plan with the YPLA.

Schools with Uncommitted Revenue Balances of 8% or More

Primary Schools

Bromley Road Infant School **Uncommitted Revenue Surplus £93,202 11%**

Reasons for High Balances

- Planned office refurbishment delayed by Building Regulations
- Unspent 2010/11 Standards Fund balances not fully allocated in 2011/12 budget.

Management Action to reduce balances with detailed costings

| | |
|---|---------|
| • New Office project to go ahead in year | £11,500 |
| • New school gates around children's playground | £10,000 |
| • New Projector for Hall | £5,000 |
| Total | £26,500 |

LA Comments

Planned expenditure will reduce uncommitted revenue balances by 3%.

Chelsfield Primary School **Uncommitted Revenue Surplus £102,904 20%**

Reasons for High Balances

- When the new Head teacher joined the school there was a planned project to update the IT resources. This was delayed while waiting for broadband connection.
- Extensive building maintenance planned for 2012/13

Management Action to reduce balances with detailed costings

| | |
|--|---------|
| • New work room | £12,000 |
| • Flat roof and kitchen store work | £6,000 |
| • Replacement of office windows | £8,000 |
| • Work to gazebo roof | £6,000 |
| • Playground resurfacing | £3,000 |
| • Update staffroom and staff toilets | £10,000 |
| • New whiteboards | £8,000 |
| • New IT support package including new server and software | £8,500 |
| • New computers for office | £8,000 |
| Total | £69,500 |

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 6.5%.

Chislehurst (St Nicholas) CE Primary School

Uncommitted Revenue Surplus £63,520 9%

Reasons for High Balances

- The school reduced staff costs in 2010/11 and 2011/12 in line with expected reductions in funding.
- School has held back on building development due to possible relocation.
- Uncertainty regarding funding due to lack of 3 year budgets.

Management Action to reduce balances with detailed costings

| | |
|---------------------------|---------|
| • Revised staff structure | £10,000 |
| • ICT costs increased | £7,000 |
| • Building costs | £6,000 |
| Total | £23,000 |

LA Comments

Although the government no longer provides 3 year budgets for schools, the LA offers all schools access to a budget planning tool which would enable them to effectively plan future income and expenditure over a five year period. Chislehurst Primary do not use this facility.

Farnborough Primary School

Uncommitted Revenue Surplus £66,965 9%

Reasons for High Balances

- Building project rolled over two financial years
- Changes to staffing / maternity leave

Management Action to reduce balances with detailed costings

| | |
|--|---------|
| • Learning resources for new classroom block | £8,000 |
| • Grounds refurbishment | £15,000 |
| • Library refurbishment | £24,000 |
| • Classroom/Library furniture | £15,000 |
| Total | £62,000 |

LA Comments

Planned expenditure will reduce uncommitted revenue balances.

Manor Oak Primary School

Uncommitted Revenue Surplus £179,329 16%

Reasons for High Balances (info not yet received)

Poverest Primary School

Uncommitted Revenue Surplus £130.273 12 %

Reasons for High Balances

Management Action to reduce balances with detailed costings

| | |
|--|---------|
| • Recruitment of additional school leadership/quality teaching | £28,058 |
| • Development and training of staff | £10,000 |
| • One-to-one tuition – agency staff | £12,080 |
| • Other intervention – agency staff | £10,000 |
| Total | £60,138 |

LA Comments

Planned expenditure will reduce uncommitted revenue balances.

Pratts Bottom Primary School

Uncommitted Revenue Surplus £67,653 16%

Reasons for High Balances

- The carry forward has been high to allow the new Head Teacher to fully assess the needs of the school and how this funding can be best used to support this
- The pupil numbers have been increasing in recent years which has resulted in increased funding
- Funding was originally budgeted to renovate the windows – work was then funded from LA planned maintenance budget
- Staff absences have been covered from within the school without the need to pay for supply staff

Management Action to reduce balances with detailed costings

| | |
|---|---------|
| • Additional class teacher appointed to support school reorganisation | £40,000 |
| • Update/expansion of ICT suite | £9,000 |
| • Purchase of outdoor shelter and storytelling chair | £8,000 |
| Total | £57,000 |

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 3%

St John's CE Primary School

Uncommitted Revenue Surplus £67,653 16%

Reasons for High Balances

- The balance has been built up over a number of years and the new Head Teacher wanted to fully understand the needs of the school before committing to spend the surplus.

Management Action to reduce balances with detailed costings

| | |
|--|---------|
| • Increased spending on building including renovations and redecoration | £20,000 |
| • Increased spending on staff development to improve teaching and learning | £10,000 |
| • Increased spending on learning resources to develop the curriculum | £60,000 |
| Total | £90,000 |

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 4%.

Reasons for High Balances

- Due to falling rolls, the revenue balances will be used to support the budget for next year. The 2012/13 budget is expected to show an in year overspend of around £60,000.
- The Governing Body are currently considering the possibility of becoming an all-through 2 form entry primary school which would provide more consistency in terms of pupil numbers.

Management Action to reduce balances with detailed costings

- | | |
|-----------------------------|---------|
| • To support 2011/12 Budget | £60,000 |
| Total | £60,000 |

LA Comments

Ongoing expenditure will reduce uncommitted revenue balances to around 2-3%.