

REVENUE/CAPITAL DEFICITS

PRIMARY SCHOOLS

Blenheim Primary **Revenue Deficit £27,664** **-3%**

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 agreed recovery plan showed an anticipated deficit of around £46k at the end of 2012/13, which the school has obviously reduced significantly. It is anticipated that this will be reflected in the revised recovery plan to be agreed in 2013/14.

Clare House Primary **Deficit £117,043** **-13%**

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

The school has worked very closely with the LA this year to agree a deficit recovery plan. It was agreed by the Assistant Director for Education that the school should aim to achieve a break even in year budget in 2012/13. The school has however managed to reduce the deficit by around £9,000. The school is currently expanding to two forms of entry which will help it to become more financially viable and it is anticipated that this will be reflected in the recovery plan to be agreed in 2013/14. It is important that this is recognised as this is one of the schools that will be under additional scrutiny from DfE having had a deficit in excess of 2.5% for the past four years.

Hawes Down Junior

Deficit £14,252

-1%

Reasons for Deficit

- Ofsted recovery plan initiated early in Spring Term 2013 resulted in additional unplanned expenditure.

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

- New budget to be planned at start of Summer term
- Increased funding in 2013/14
- Small cohort in year 6 to be replaced by full cohort in year 3 in September improving financial situation going forward.
- 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 2013/14. However, further Ofsted assessment is due imminently. Depending on the outcome, additional expenditure could be required to maintain/continue improvement.

Malcolm Primary

-1%

Deficit £19,223

Reasons for Deficit

- As a result of the Ofsted inspection in October 2012 the school was placed in Special Measures. This has placed considerable pressures on the finances of the school.

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

- The school will become part of the Harris Federation on the 1st September. The school is confident that this deficit will be recovered from the five month budget that will be set between April and September.

LA Comment

As a sponsored academy, any deficit at the point of conversion will revert to the LA. In view of this the LA will work closely with the school between April and September to keep any resulting deficit to a minimum.

Royston Primary
-2%

Deficit £29,718

Reasons for Deficit

- As a result of the previous Ofsted inspection the school is in Special Measures. This has resulted in additional expenditure in resources and support area to try to raise standards.
- Staffing and supply issues, resulting in high costs, partly due to private long term sickness insurance not covering all claims.
- Building costs incurred through the LA have emerged but were not previously accounted for.
- Nursery funding recoupment at year end not anticipated.
- Photocopier lease – school not aware of excess usage charges billed in arrears.

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

- Rigorous weekly monitoring of expenditure by Finance Committee and acting Head.
- Careful use of resources to minimise further expenditure.
- Staff structure and costing under constant review.
- The school will become part of the Harris Federation on the 1st September

- LA Comment

As a sponsored academy, any deficit at the point of conversion will revert to the LA. In view of this the LA will work closely with the school between April and September to keep any resulting deficit to a minimum.

St Peter and St Paul's Primary**Deficit £22,215****-3%**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 has reduced it's deficit in line with the Deficit Recovery Plan. The school is currently consulting on Academy conversion, however as a converter academy any deficit at the point of conversion would transfer to the academy. The school may be subject to additional scrutiny from DfE having had a deficit in excess of 2.5% for the past four years.

Schools with Uncommitted Revenue Balances of 8% or More

Primary Schools

Bickley Primary School	Uncommitted Revenue Surplus
£106,538	9%

Management Action to reduce balances with detailed costings

With the school still expanding to 2 forms of entry items are needed to accommodate the additional pupils

- Laptop trolley with 32 laptops £20,000
- Chairs and desks for extra class £3,000
- New lunch benches £5,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 6%.

Bromley Road Infant School	Uncommitted Revenue Surplus
£89,632	9%

Management Action to reduce balances with detailed costings

- Additional teacher required for 9th classroom September 2013 £20,689
- Rolling programme of redecoration of school corridors and classroom doors £7,200
- Remedial works following water hygiene survey £3,000
- Further additions to school building security entry system £1,000
- Installation of screen/projector in dining hall £5,000
- Classroom furniture year 3 pupils as part of move towards primary status £4,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 5%.

Chelsfield Primary School	Uncommitted Revenue Surplus
£119,421	24%

Management Action to reduce balances with detailed costings

Purchase of I pads for various year groups	£7,000
Pixl learning programme for years 5/6	£3,000
Forest school training equipment for outside area	£5,000

Increase in trimtrail and infant play train	£10,000
Cycle store	£4,000
New front door and entry system	£3,000
Development of Head teacher's office	£5,000
Rebuild of walkway across playground	£2,000
Resurface of large playground	£12,000
New telephone system	£3,000
Emergency lighting throughout the school	£30,000

LA Comments

Planned expenditure will only reduce uncommitted revenue balances to around 11% so the school will be challenged by the LA to look at reducing balances further.

Cudham Primary School
£52,387

Uncommitted Revenue Surplus
10%

Management Action to reduce balances with detailed costings

Replacement of ICT equipment including server	£11,881
Forest schools equipment	£500
Replacement of Hall window	£1,400
Purchase of shed for PE equipment	£1,500
Additional curriculum coaches	£3,700
SENCO assistance Sept 13 – March 14	£8,994

LA Comments

Planned expenditure will reduce uncommitted revenue balances to 5%.

Downe Primary School
£39,013

Uncommitted Revenue Surplus
9%

Management Action to reduce balances with detailed costings

- Building works to create outside area attached to Reception classroom as identified as part of Ofsted action plan £30,000
- IT upgrades to server and office computers £3,300
- ICT developments eg laptops/trolley £15,000

LA Comments

The school is planning to use revenue reserves to match fund against Seed Challenge funding of £15,000. Planned expenditure will reduce uncommitted revenue balances to around 1%.

Hawes Down Infant School
£97,977

Uncommitted Revenue Surplus
11%

Management Action to reduce balances with detailed costings

- PPA teacher for one year £11,123
- Work to ICT suite £8,874
- School crossing patrol £1,050
- Purchase of I Pads £1,076
- Car park work and tree removal £1,250
- Office refurbishment £2,000
- Kitchen refurbishment £2,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to 8%.

Highfield Junior School
£112,263

Uncommitted Revenue Surplus
10%

Management Action to reduce balances with detailed costings

- Phase 2 of building programme to provide a larger hall and/or outside covered learning area £15,000
- Installation of wireless network and related laptops and tablets £20,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 7%.

Manor Oak Primary School
£119,509

Uncommitted Revenue Surplus
12%

Management Action to reduce balances with detailed costings

- School wireless system £4,925
- Laptops and charging trolleys for classrooms £16,150
- ICT software £1,875
- Classroom upgrade £10,500
- Upgrade telephone system £5,000

- Cabling to connect main building to new nursery £8,000
- Develop play area – new nursery £15,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 6%. It is important that the school is encouraged to achieve this expenditure as it is one of the schools likely to be subject to further scrutiny from DfE having held high balances for a number of years.

Pratts Bottom Primary School **Uncommitted Revenue Surplus**
£41,307 **10%**

Management Action to reduce balances with detailed costings

Redesigning website	£1,500
Purchase of media equipment for hall	£2,000
Purchase of clothing for forest school	£2,000
Learning support teacher – 1 day per week	£8,000
Portable smartboard and laptop for Reception	£1,000
NQT cover and training	£9,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 4%. It is important that the school is encouraged to achieve this expenditure as it is one of the schools likely to be subject to further scrutiny from DfE having held high balances for a number of years.

Southborough Primary School **Uncommitted Revenue Surplus**
£214,639 **13%**

Management Action to reduce balances with detailed costings

- Wireless system, purchase of laptops and I pads for classrooms £45,000
- Building work to include new storage, projector, lighting and staging for hall/changing ICT suite to nurture room/removal of cupboards in classrooms to expand learning space £53,000
- Furniture, carpets and blinds for classrooms £40,000
- Staffing – reorganisation/increased hours for support staff to ensure adequate support in all classes. Intervention/support for individual pupils £30,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 3%. School should ensure that any increased staffing costs are sustainable in the long term.

St Anthony's Primary School
£84,603

Uncommitted Revenue Surplus
11%

Management Action to reduce balances with detailed costings

Review of staffing structure – look at small numbers at top of school to support vulnerable pupils. £44,000

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 5%

St John's CE Primary School
£106,628

Uncommitted Revenue Surplus
9%

Management Action to reduce balances with detailed costings

- Appointment of School Business Manager from September 2013 £30,000
- Appointment of Inclusion Manager £31,000
- Upgrade of IT in school £9,400
- Refurbishment and decoration of building £10,500

LA Comments

Planned expenditure will reduce uncommitted revenue balances to around 2% - as much of the planned expenditure relates to staffing the school needs to be sure that this is sustainable in the longer term.

Secondary School

St Olaves Grammar School
£518,678

Uncommitted Revenue Surplus
12%

Management Action to reduce balances with detailed costings

Repairs to roof of Art and Design Block	£20,000
Repairs to roof above Sports Hall/Sixth Form	£15,000
Library/Language Office	
Upgrade of main IT servers	£30,000
Conversion of demonstration Science laboratory	£16,000
Furniture and camera for overhead projection	£4,000
Groundsman's equipment	£13,500

Repairs to main boiler	£18,000
Replacement of telephone system	£20,000

LA Comments

The school also has plans for a significant build /expansion of their existing Science facilities. Whilst there are no definite costs for this at this stage, it is likely to be around £500,000-£700,000 and any surplus balances will be used to support this.