

## Executive Summary

### 3 Year Budget Forecast

#### Current Year 18/19

Current Year is forecast to leave us with a deficit of £124k, although current cash-flows indicate we may reach an out turn of nearer £120k due to hiring lags.

#### Forecast 19/20

We expect to achieve an in year surplus of £24,400 for 19/20. This is driven primarily by the increase in pupil numbers from the 5 forms of entry and therefore associated GAG and deferral of NQT hire due to increasing class sizes in the sixth form. This will leave a carry-over deficit of £99.5k

#### Forecast 20/21

With the assumption that the Government funding for the pay increases no longer applies, plus the requirement for 1 additional NQT's to support the increased number of classes with the expansion to 6 FE (with delayed funding) and additional offering of A level computing, it is forecast that our in year deficit will be £116k, resulting in a carry-over deficit of £215.5k.

#### Forecast 21/22

The removal of the pension relief is expected to increase our deficit, however partially offset by increasing sixth form numbers and teaching group size, resulting in a carry-over deficit of £359k

**It should be noted that there is £40,000 contingency in each of these years, which will improve the deficit position if not utilised.**

### Variance to Forecast Summary November 2018

6FE with Higher Teachers Pensions		2018-19	2019-20	2020-21	2021-22
Presented November 2018	In Year Surplus / (Deficit)	(92,906)	(276,335)	(262,644)	(107,683)
	Surplus / (Deficit) b/f		(92,906)	(369,241)	(631,885)
	Cumulative Surplus / Deficit	(92,206)	(369,241)	(631,885)	(790,566)
Current Forecast	In Year Surplus / (Deficit)	(123,906)	24,400	(115,938)	(143,709)
	Surplus / (Deficit) b/f		(123,906)	(99,506)	(215,446)
	Cumulative Surplus / Deficit	(123,906)	(99,506)	(215,444)	(359,154)

#### Variance to 18/19

- Increased recruitment costs primarily due to replacement of Headteacher & Business Manager
- Increased Utility costs. Opportunities to reduce in future years to be explored
- Increased staffing costs due to long term sick cover

#### Actions taken to reduce forecast

##### 19/20

- Assumption of £150k pension rebate (80% of actual costs)
- Replacement of one support staff leaver through partial outsourcing and split of responsibilities among other staff
- Proposed utilisation of additional DFC (£48k) received in 2018-19 of £18k in 2018-2019 and associated reduction of remaining amount in 2019-20 Asset Management Plan budget
- Reduction of NQT forecast through increased teaching sizes in 6<sup>th</sup> form resulting in less teaching hours required – deferred to 20/21 and 21/22 as 6FE increases teaching hours.
- Removal of Mandarin and Russian offerings
- Increase of Year 12 students from 125 to 130 in 2019

##### 20/21 – Assumption of £150k pension rebate

- Reduction of 1 NQT forecast, however census funding will be lagged to 21-22 which forces self-funding of any NQT hires already

#### Incremental cost to forecast

##### 20/21

- 1 FTE Incremental cleaning staff in relation to new build (previously included as 10 hours only)
- Reduced rate of lettings increase vs. previous forecast due to likely delayed completion of new build

##### 21/22

- Reduced rate of lettings increase vs. previous forecast (deferred to 22/23 although may be achieved in 21/22)
- Removed additional savings relating to curriculum changes pending further analysis

### 3 Year Forecast

Chelmsford County High School for Girls - Income/Expenditure Report				
<b>Income</b>				
Description	2018 - 19	2019 - 20	2020 - 21	2021 - 22
11-16 School Allocation	3,177,947	3,366,860	3,501,229	3,599,441
Minimum Funding Guarantee	130,221	106,321	106,321	106,321
SEN funding	7,500	7,500	7,500	7,500
Total 16-19 Allocation including Bursary	1,065,139	1,060,952	1,065,108	1,226,108
Rates Relief	32,750	32,750	32,750	32,750
Pupil Premium Income	24,310	24,310	24,310	24,310
Pension Rebate	0	150,000	150,000	0
Teachers Pay Grant	24,540	45,000	0	0
<b>Total GAG/ESFA Income</b>	<b>4,462,407</b>	<b>4,793,693</b>	<b>4,887,218</b>	<b>4,996,430</b>
Student Print Credits	2,500	2,500	2,500	2,500
Surplus unrestricted income	5,250	3,500	3,500	3,500
Trip Income	400,000	400,000	400,000	400,000
Bank Interest	6,000	6,000	6,000	6,000
Catering Income - Chartwells	10,000	10,000	10,000	10,000
School Fund Donations	11,500	11,615	11,731	11,848
Music Peri Income	147,600	147,600	147,600	147,600
Caretaker's rental income	3,600	3,600	3,600	3,600
School Production Income	12,000	12,240	12,485	12,735
HMRC NI Relief	3,000	3,000	3,000	3,000
Lettings Income	147,000	147,000	155,000	165,000
Trips: Admin fee & surplus	45,000	45,000	45,000	45,000
Mandarin After School	6,640	0	0	0
<b>Total Unrestricted Income</b>	<b>800,090</b>	<b>792,055</b>	<b>800,416</b>	<b>810,783</b>
DFCG Transfer	19,513	19,513	19,513	19,513
<b>Total Revenue Income</b>	<b>5,282,010</b>	<b>5,605,261</b>	<b>5,707,147</b>	<b>5,826,726</b>

<b>Expenditure</b>				
Description	2018 - 19	2019 - 20	2020 - 21	2021 - 22
Teaching & Supply Costs	3,239,761	3,399,097	3,536,320	3,640,916
Support Staff Costs	937,252	963,568	1,003,858	1,028,448
Apprenticeship Levy	1,420	1,401	1,887	2,349
<b>Total Staffing</b>	<b>4,178,433</b>	<b>4,364,066</b>	<b>4,542,065</b>	<b>4,671,713</b>
Recruitment	30,000	21,500	21,715	21,932
Staff Training	19,640	19,000	19,190	19,382
<b>Total Staff development</b>	<b>49,640</b>	<b>40,500</b>	<b>40,905</b>	<b>41,314</b>
Asset Management Plan	35,000	5,000	35,348	35,702
Cleaning	26,000	28,700	30,135	31,642
Kitchen Upkeep	3,000	3,030	3,060	3,091
Utilities	110,000	111,100	127,765	130,320
Furniture (non capital)	4,000	4,040	4,080	4,121
Grounds Maintenance	2,000	2,020	2,040	2,061
General Maintenance	24,000	26,000	26,260	26,523
Premises Contracts	32,750	34,400	37,840	38,218
<b>Total Premises - Maintenance and services</b>	<b>236,750</b>	<b>214,290</b>	<b>266,529</b>	<b>271,677</b>
Rates	32,750	32,750	32,750	32,750
Insurance	25,500	27,349	28,824	30,199
<b>Insurance &amp; Rates</b>	<b>58,250</b>	<b>60,099</b>	<b>61,574</b>	<b>62,949</b>
IT Asset Replacement Plan	35,000	35,350	35,704	36,061
IT Maintenance	66,000	66,660	67,327	68,000
<b>Total Supplies and Services - Educational IT</b>	<b>101,000</b>	<b>102,010</b>	<b>103,030</b>	<b>104,060</b>
Pastoral & SEN	10,500	11,025	11,576	12,155
16-19 Bursary Awards	6,744	6,744	6,744	6,744
Pupil Premium Costs	24,310	24,310	24,310	24,310
Free School Meals	4,300	4,300	4,300	4,300

Admissions	23,300	26,250	26,513	26,778
Exam Fees	108,000	118,500	119,685	120,882
Curriculum	57,000	60,000	66,000	72,600
<b>Total Supplies and Services - Educational Other (exclude IT)</b>	<b>234,154</b>	<b>251,129</b>	<b>259,128</b>	<b>267,769</b>
Marketing/Communication	2,200	2,222	2,244	2,267
Purchased Services	29,500	29,795	30,093	30,394
Reprographics	15,500	15,655	15,812	15,970
Telephones	4,800	4,848	4,896	4,945
Main Office	8,000	8,080	8,161	8,242
Contingency	40,000	40,000	40,000	40,000
Other Staff Related Costs	8,250	8,333	8,416	8,500
<b>Total Supplies and Services - Non Educational</b>	<b>108,250</b>	<b>108,933</b>	<b>109,622</b>	<b>110,318</b>
School Fund Costs	17,650	17,827	18,005	18,185
Lettings Costs	1,000	1,010	1,020	1,030
Trips	400,000	400,000	400,000	400,000
Trip Costs	9,925	10,024	10,124	10,226
<b>Total Other Support costs</b>	<b>428,575</b>	<b>428,861</b>	<b>429,149</b>	<b>429,441</b>
VAT/Bank charges	2,000	2,020	2,040	2,061
SLT	5,500	5,555	5,611	5,667
Governors Expenses	3,365	3,399	3,433	3,467
<b>Total Governance costs - Other</b>	<b>10,865</b>	<b>10,974</b>	<b>11,083</b>	<b>11,194</b>
<b>Total Revenue Expenditure</b>	<b>5,405,917</b>	<b>5,580,861</b>	<b>5,823,085</b>	<b>5,970,435</b>

<b>In Year Surplus / (Deficit)</b>	<b>(123,907)</b>	<b>24,400</b>	<b>(115,939)</b>	<b>(143,709)</b>
<b>Surplus / (Deficit) Brought Fwd</b>	<b>0</b>	<b>(123,907)</b>	<b>(99,507)</b>	<b>(215,446)</b>
<b>Cumulative Surplus / (Deficit) C/Fwd</b>	<b>(123,907)</b>	<b>(99,507)</b>	<b>(215,446)</b>	<b>(359,155)</b>

## Assumptions

### Income

- 130 Year 12 students in September 2019; 160 Year 12 students in September 2020.
- Current funding rates per GAG for 2019\_20 and thereafter
- Estimated figures for Minimum Funding Guarantee and Formula Protection Funding(FPF) (assumes FPF finishes by end 2021)
- Teachers Pay Grant estimate and Teachers Pension Grant estimate included based upon ESFA guidance
- Increase in Lettings income from 2020\_21 assuming Sports Hall is completed

### Expenditure

- Teaching and support staff costs include annual 2% cost of living increase + estimated performance related pay increases (SLT include 1.5% cost of living increase)
- SLA replacement assumed as a Deputy Head starting on point 17.
- 1 additional NQT included in 2020/21 and 1 in 2022/23
- 10 additional hours for caretaker/cleaner in 2020/21 assuming Sports Hall is completed.
- Teachers Pension rate increases to 23.68% from 2019/20
- Utilities costs increase in 2021/22 by 15% due to Sports Hall, then 2% thereafter
- Cleaning assumes increase in 2019/20 based on latest view and 5% increase year on year thereafter (sports hall)
- Pastoral and SEN assumes 5% annual increase for each year of expansion
- Exam Fees reflect 150 students in Year 11 in 2019/20
- Curriculum increases to £66,000 rising by £6,000 thereafter (with reference to 6th form of entry)
- Insurance costs increase in line with student number
- Annual contingency of £40K retained.
- Remaining costs assume annual increase of 1% inflation.

## High Level Forecast – Long Term Government Pension Rebate

	2018 - 19	2019 - 20	2020 - 21	2021 - 22	2022 - 23
In Year Surplus / (Deficit)	(123,907)	24,400	(115,939)	6,291	65,091
Surplus / (Deficit) Brought Fwd	0	(123,907)	(99,507)	(215,444)	(209,154)
Cumulative Surplus / (Deficit) C/Fwd	(123,907)	(99,507)	(215,446)	(209,154)	(144,064)

Note that this forecast still includes £40k per annum contingency.