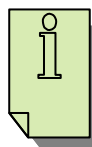


# Governing council finance information sheet

## Budget vs actual reporting



A financial report which provides a comparison between budgeted revenue and expenditure against actual results is a mandatory financial reporting requirement which the school or preschool must provide at each governing council meeting. The other financial reports which are mandatory are the balance sheet and profit and loss statement.

For schools, it is recommended that they provide governing council's with the governing council report (GCR) as this provides this information for each budget area at a summary level. Refer to the governing council finance information sheet – governing council report (GCR).

For schools and preschools where the governing council report (GCR) is not used, a report which lists by account, the approved budget, the actual revenue and expenditure and any resulting variance must be provided. In providing this report, the school or preschool must be able to provide an explanation for any material variances.

The following is an example of an EDSAS budget vs actual report:

EDSASPRIMARY SCHOOL Company 1 23/11/2017 10:21:42 AM					
All Accounts - Budget Details - Version 1					
Account Name	Account Description	Budget	Commitment	YTD	Remaining
<b>EXPENSES - CRAFT (CAC)</b>					
E-CAC-7121-0001	LUNCHTIME CRAFT PROGRAMME	\$800.00	\$0.00	\$683.13	\$116.87
<b>TOTALS</b>		<b>\$800.00</b>	<b>\$0.00</b>	<b>\$683.13</b>	<b>\$116.87</b>
<b>EXPENSES - CHOIR (CAH)</b>					
E-CAH-7121	SENIOR CHOIR - EXPENSES	\$3,330.00	\$0.00	\$3,474.13	(\$144.13)
E-CAH-7199-0001	EXPENSES - CHOIR TICKETS	\$0.00	\$0.00	\$1,628.14	(\$1,628.14)
R-CAH-6890-0001	REVENUE - CHOIR TICKETS	\$0.00	\$0.00	(\$1,620.00)	\$1,620.00
R-CAH-6890-0008	REVENUE-CHOIR	(\$1,200.00)	\$0.00	(\$1,214.86)	\$14.86
<b>TOTALS</b>		<b>\$2,130.00</b>	<b>\$0.00</b>	<b>\$2,267.41</b>	<b>(\$137.41)</b>
<b>MUSIC INSTRUMENT HIRE (CAI)</b>					
E-CAI-7142	INST HIRE - HIRE COSTS	\$490.91	\$0.00	\$490.91	\$0.00
R-CAI-6485	INST HIRE - STUDENT FEES	(\$490.91)	\$0.00	(\$490.92)	\$0.01
<b>TOTALS</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$0.01)</b>	<b>\$0.01</b>
<b>PERFORMING ARTS (CAU)</b>					
E-CAU-7121	PERFORMING ARTS - CONSUMABLES	\$1,100.00	\$0.00	\$789.22	\$310.78
<b>TOTALS</b>		<b>\$1,100.00</b>	<b>\$0.00</b>	<b>\$789.22</b>	<b>\$310.78</b>
<b>MUSIC (CAV)</b>					
E-CAV-7121	MUSIC - CONSUMABLES	\$1,100.00	\$0.00	\$326.94	\$773.06
E-CAV-7172	MUSIC - RESOURCES	\$8,300.00	\$0.00	\$7,790.44	\$509.56
<b>TOTALS</b>		<b>\$9,400.00</b>	<b>\$0.00</b>	<b>\$8,117.38</b>	<b>\$1,282.62</b>
<b>CLASSROOM PROGRAMS (CCL)</b>					
E-CCL-7121-0001	CLASS 1 CONSUMABLES 2016 (KERRY)	\$1,100.00	\$0.00	\$1,022.71	\$77.29
E-CCL-7121-0002	CLASS 2 CONSUMABLES 2016 (GEORGI)	\$1,100.00	\$79.42	\$1,024.58	(\$4.00)
E-CCL-7121-0003	CLASS 5 CONSUMABLES 2016 (KERRYB)	\$1,100.00	\$0.00	\$1,086.57	\$13.43
E-CCL-7121-0004	CLASS 13.7 CONSUMABLES 2016 (KELLY)	\$1,100.00	\$0.00	\$791.10	\$308.90
E-CCL-7121-0005	CLASS 13.8 CONSUMABLES 2016 (TINA)	\$1,100.00	\$0.00	\$1,022.37	\$77.63
E-CCL-7121-0006	CLASS 6 CONSUMABLES 2016 (STEPH)	\$1,100.00	\$0.00	\$1,230.35	(\$130.35)
E-CCL-7121-0007	CLASS 13.1 CONSUMABLES 2016 (POLL)	\$1,100.00	\$72.81	\$916.66	\$110.53
E-CCL-7121-0008	CLASS 13.2 CONSUMABLES 2016 (JAKE)	\$1,100.00	\$227.12	\$970.38	(\$97.50)
E-CCL-7121-0009	CLASS 2.1 CONSUMABLES 2016 (ROSE)	\$1,100.00	\$0.00	\$813.60	\$286.40
E-CCL-7121-0010	CLASS 2.2 CONSUMABLES 2016 (LAURE)	\$1,100.00	\$0.00	\$889.87	\$210.13
E-CCL-7121-0011	CLASS 2.4 CONSUMABLES 2016 (CATH)	\$1,100.00	\$0.00	\$1,105.62	(\$5.62)
E-CCL-7121-0012	CLASS 2.5 CONSUMABLES 2016 (TRACE)	\$1,100.00	\$0.00	\$829.56	\$270.44
E-CCL-7121-0013	CLASS 2.7 CONSUMABLES 2016 (DAVID)	\$1,100.00	\$0.00	\$724.22	\$375.78
E-CCL-7121-0014	CLASS 2.3 CONSUMABLES 2016 (BRENT)	\$1,100.00	\$0.00	\$956.53	\$143.47
<b>TOTALS</b>		<b>\$15,400.00</b>	<b>\$379.35</b>	<b>\$13,384.12</b>	<b>\$1,636.53</b>