

Running Reports

There are currently 3 reports providers can run by clicking the Run Report feature when you are in one of the termly headcounts, top right of the funding screens:

Organisation: XXX Notts Test Headcount Provider
Provider: XXX Notts Test Headcount Provider (Childminder)

Home Forms Funding Sufficiency Reports

Summary Estimates Actuals Adjustments Eligibility Checker

Run Report

View Actuals: 2023 to 2024 Summer - 3yr/4yr Old Funding CHANGE

Child	Universal Hours (inc Adj)	Extended Hours (inc Adj)	Total Funding Amount for Term (inc Adj)	Child Weightings	Eligibility Status
Test, Test (06-May-2018)	0.00	0.00	£0.00		

The data returned will relate to the termly headcount you are in. If you want to run a report for a previous term, you need to go into that term and correct age group and run the report from that screen. Tick the Open Report after creation check box.

Run Report

Report: 30H Audit by Provider
Format: Portable Document Format (Pdf)

Open Report after creation ☒ run report cancel

Run Report

Report: Estimates Total Hours
Format: Portable Document Format (Pdf)

Open Report after creation ☒ run report cancel

Run Report

Report: Funding Statement
Format: Portable Document Format (Pdf)

Open Report after creation ☒ run report cancel

There are 3 reports currently listed:

- 30 H Audit by Provider – runs 30 hours codes – you can see when codes are running out or in grace period using a Red/Amber/Green alert system.

Setting Name		Nottinghamshire County Council							
Term	Funding Type	Surname	Forename	DOB	Gender	Eligibility Code	Eligibility Start	Eligibility End	Grace Period End
Spring 2022 to 2023	3yr/4yr Old Funding	Children listed here..				Start and end dates listed here..			31/05/2022
Spring 2022 to 2023	3yr/4yr Old Funding								31/05/2022
Spring 2022 to 2023	3yr/4yr Old Funding								31/05/2023
Spring 2022 to 2023	3yr/4yr Old Funding								31/05/2023
Spring 2022 to 2023	3yr/4yr Old Funding								31/05/2023
Spring 2022 to 2023	3yr/4yr Old Funding								31/05/2023

- Estimates Total Hours – for PVI providers to enter Estimate figures (as mentioned previously on p6-7)

Total number of hours to be added in to the Estimates tab by Funding Type		
Provider	Funding Type	Total Hours
XXX Notts Test Headcount Provider	3yr/4yr Old Funding	288.75


- iii. Funding Statement – shows no. hours per week and weeks attended.

Setting Name

Spring 2022 to 2023

3yr/4yr Old Funding

Vendor No 123456



Nottinghamshire

County Council

Surname	Forename	DOB	Gender	No. of weeks		Hours per week		Hours Per Term		Hourly Rate		Total
Children listed here..				11.0	X	15.00	=	165.00	X	£4.53	=	£747.45
				11.0	X	30.00	=	330.00	X	£4.53	=	£1494.90
				11.0	X	15.00	=	165.00	X	£4.53	=	£747.45
				11.0	X	30.00	=	330.00	X	£4.53	=	£1494.90

Reports will go into your report tab under History and into your computer’s download folder when you click download.

Home Forms Funding Sufficiency Reports				
History				
<div> <div>Histo</div> <div>NOTTINGHAM\UserName</div> <div>NOTTINGHAM\UserName</div> </div>				
Provide				
Description	Run Date	Run By	Last Downloaded	
Estimates Total Hours	03/02/2023 14:45:14	NOTTINGHAM\Sally.Ephgrave		Download
Estimates Total Hours	03/02/2023 14:25:50	NOTTINGHAM\Sally.Ephgrave	03/02/2023 14:33:36	Download

Further reports will be added over time.