

SLOUGH SCHOOLS FORUM

SCHOOLS GROUP:

Maggie Waller (Chair), John Constable (Vice-Chair), Paul Adams, Barbara Clark, Gillian Coffey, Harry Duffy, Helen Huntley, Paul McAteer, Kevin O'Driscoll, Jon Reekie, Mary Sparrow, Maggie Stacey, Jo Rockall, Virginia Barrett, Jean Cameron, Jo Matthews, Nicky Willis, Philip Gregory, Navroop Mehat

OBSERVERS:

Kathleen Higgins and Lynda Bussley

ATTENDEES:

Councillor Pavitar Mann, Angela Mellish

LOCAL EDUCATION AUTHORITY:

Robin Crofts, Michelle Perkins, Steve Elson, George Grant and Atul Lad

**DATE & TIME: WEDNESDAY, 16TH OCTOBER, 2013 AT 8.00 AM FOR 8.15 AM
EAST BERKSHIRE COLLEGE, LANGLEY ROAD, LANGLEY,
SLOUGH, SL3 8BY**

AGENDA

Page

1. Welcome and Apologies
2. Declarations of Interest
3. Minutes of Previous Meeting and Matters Arising **(Pages 1 - 8)**
4. Quarter 1 Budget Monitoring 2013-14 **(Pages 9 - 12)**
5. 2014-15 Budget Process Update - verbal
6. Breakdown of DSG Centrally Retained Budgets inc. moving to Cambridge Education **(Pages 13 - 16)**
7. High Needs Financial Sustainability Policy **(Pages 17 - 20)**

8. Carbon Reduction **(Pages 21 - 22)**
9. Cambridge Education - verbal
10. Academies Update - verbal
11. 2013-14 Work Programme and Key Decisions Log **(Pages 23 - 28)**

Slough Schools Forum- Meeting held on Wednesday, 11th September, 2013

Present: Maggie Waller, Holy Family Primary School (Chair)
John Constable, Langley Grammar (Vice Chair)
Barbara Clark, Godolphin Junior School
Gillian Coffey, Lynch Hill Primary School
John Constable, Langley Grammar (Deputy Chair)
Harry Duffy, Ryvers Primary School
Helen Huntley, Haybrook College
Paul McAteer, Slough and Eton Secondary School
Jon Reekie, James Elliman Primary School
Mary Sparrow, Wexham Secondary School
Maggie Stacey, St Anthony's RC Primary School
Jo Rockall, Herschel Grammar School
Jean Cameron, Slough Children's Centres
Jo Matthews, Littledown
Nicky Willis, Cippenham Primary School
Philip Gregory, Baylis Court Nursery School
Navroop Mehat, Wexham Court Primary

Observers: Councillor Pavitar Mann, Kathleen Higgins

Officers: Robin Crofts, Michelle Perkins, Steve Elson and Atul Lad

Apologies: Paul Adams, Kevin O'Driscoll, Virginia Barrett, Lynda Bussley and Angela Mellish

PART I

240. Welcome and Apologies

Introductions took place and Councillor Pavitar Mann, Lead Member for Education & Children services and Kathleen Higgins, new Headteacher at Beechwood Secondary School, were welcomed as observers.

Maureen Mallinson sent her apologies. As Maureen is retiring from Schools Forum from October, thanks were noted for her valuable input as a Governor and Business Manager.

Apologies were also received from Virginia Barrett, East Berkshire College, Lynda Bussley, NUT, Paul Adams, Slough Grammar School, Angela Mellish, St Bernard's and Father Kevin O'Driscoll, St Joseph's.

241. Election of Chair and Vice Chair

Robin Crofts asked for proposals for Chair of Schools Forum. Barbara Clark proposed Maggie Waller and this was seconded by Jon Reekie. Robin Crofts then asked for proposals for Vice-Chair of Schools Forum. Paul McAteer proposed John Constable and this was seconded by Jo Rockall. It was confirmed that Maggie Waller will be Chair of Schools Forum and John Constable will be Vice-Chair.

242. Declarations of Interest

None

243. Minutes of Previous Meeting and Matters Arising

The minutes of 3rd July were agreed as a true and accurate record.

Asbestos survey – shortly after the meeting the following clarification was received and is included within these minutes for completeness:

The successful contractor is known and we are in the standstill period. Surveys will start soon after this. Slough is surveying all community buildings and domestic properties, the full programme of surveys will take 6 months. Work will start on the first properties by the start of October. Steve Elson will try and get the programme for completion of the school surveys by the end of September as well as an accurate idea of the cost of the surveys. All schools and academies will be surveyed.

244. Confirmation of Final DSG Allocations 2013-14

Atul Lad presented the paper which was to inform Schools Forum of the current 2013-14 DSG position and to note the DfE's revisions as follows:

The Early Years block has been increased by £448,639 (see paragraph 5.2)
The High Needs block has been increased by £319,166 (see paragraph 5.3)
There has been a net decrease in the DSG in total (see Appendix 1)

Schools Forum was asked to note the current position.

It was suggested at the Task and Finish group on 10th September that a report will be brought back to a future meeting (November or December) on the individual blocks in order to compare them to the previous year. Schools Forum members confirmed that this would be helpful. Steve Elson agreed to check which elements Schools Forum agrees and which it notes.

It was asked whether the increased monies would be given straight to the providers. Steve Elson confirmed that the increase in Early Years money will accommodate the increasing numbers of pupils.

It was asked whether 'current' DSG position means that the figures will change. Steve Elson confirmed that the figures will change each time a school converts to academy.

A question was asked about 'Growth Fund' and it was confirmed that this is now paid by the LA including to academies.

Robin Crofts advised schools to exercise caution because if there is any supplementary money left over it would be advisable to carry it over to the next year. Steve Elson and Atul Lad confirmed they would be doing a forecast in December of the DSG and hope to add underspends to the 14/15 budget rather than 15/16.

245. Balance Control Mechanism (2012-13 Carry Forwards)

The report was presented to inform Schools Forum of the surplus balances held by individual schools and whether the schools have plans to use those balances in the following year. The report only refers to maintained schools. However, it had been agreed in a previous meeting that Maggie Waller would write to academies later in the term and ask them to share information about balances.

Atul Lad explained that maintained schools have the right to carry balances forward but if they exceed a particular threshold they need to provide plans as to what the surplus amounts will be spent on. There are three schools that exceed the threshold, two of which are low amounts: Holy Family £166, Beechwood £5,431 and St Joseph's £490,616. (See section 3).

Schools Forum was asked to note these amounts.

It was asked whether there was a plan in place for St Joseph's. Maggie Waller confirmed that the current position is not known and it was agreed that further clarification is needed. Steve Elson confirmed that he is seeking an update and will bring further information to the next Schools Forum.

Schools Forum agreed that if at any time there is the option to claw back money from a school this would come back to Schools Forum.

246. New Regulations Consultation

Steve Elson presented the report which is to inform Schools Forum of the proposed new Schools and Early Years Finance Regulations 2013 and for Schools Forum to decide if they want to raise anything in response to the consultation. Steve advised that the deadline for responses to be sent to the DfE is 11th October 2013.

Steve explained some of the changes which affect Slough and responses were agreed as follows:

Regulations 6 and 12: The LA has to give mainstream schools their budgets earlier; mainstream schools are to be advised of their block budget by 28th February. Special Schools, PRUs and sixth forms are to be given their budgets later towards 31st March. Previously it was 15th March. Following discussion it was agreed that a sentence be included in the response to suggest that post-16 budgets should be available earlier.

Regulation 9 (7): requires local authorities to put any unspent Growth Fund from 2013-14 into 2014-15 school budgets. This seems sensible though it is currently unlikely that Slough will have any underspend in the Growth Fund in 2013-14.

Regulation 9 (8): allows local authorities to carry over to 2014-15 unspent de-delegated funds to be used for the same purpose as in 2013-14. This recognises that de-delegated funds are only taken from maintained schools and if any underspend is put into the following years' formula it will be distributed among maintained schools and academies.

Regulation 14 (2): provides that SEN places, whether filled or unfilled, do not count towards a school's pupil numbers for the purpose of calculating its budget through the mainstream funding formula. This caused some confusion nationally in 2012-13 and the Slough formula was operated by only not counting filled places in resource units. This does mean that Schools with resource bases may lose funding in 2014-15 as unfilled places will be removed from their overall numbers but it is correct as they do receive £10,000 per place. Helen Huntley expressed concern that schools could be disadvantaged where places are not filled. Maggie Waller suggested a sentence be included in the response that schools are concerned about the longer term impact.

Regulation 15: has been amended to ensure that, for maintained special schools, the separate calculation for sixth form places will cease from 1st August 2014 so that all places, including sixth form, are funded at £10,000 per place. This is logical though it does mean a drop in funding for sixth form places that are currently funded at more than £11,000.

Schedule 3, paragraphs 1 and 2: allow local authorities to set a lump sum of up to £175,000 (previously £200,000) and now allows different lump sums for primary and secondary schools. Steve Elson explained that this was discussed at the Task and Finish group and if relevant will be brought back to the next Schools Forum.

Schedule 3, paragraph 3: has been amended to reflect the use of data from the new early years foundation stage profile in deciding whether a pupil attracts prior attainment funding. Steve Elson explained that this also came up at the Task and Finish Group as there is concern that there is no information about what data will be used. Clarification will be asked for in the response to the DfE.

Schedule 3, paragraph 4: allows pupils who did not achieve level 4 in Mathematics or English to attract prior attainment funding. This has changed from being those who did not achieve level 4 in both Mathematics and English. Concern was noted that non entries are deemed to have achieved Level 4 and this could skew data in Slough and this should be noted in the response. It was also mentioned that there will not be levels after 2016.

Schedule 3, paragraphs 7 and 8: provides that the allocation of funding through the mobility factor applies where more than 10% of pupils in a school are mobile rather than for any number of pupils as in 2013-14. Steve Elson will include in the response to the DfE that the basis of funding and outcomes are not matching. Most importantly, this factor is narrow and does not address adequately the degree of turbulence in Slough, as it is more like a factor reflecting casual admissions than true mobility in Slough. This matter was discussed at the Task and Finish group and will come back to a future Schools Forum meeting.

New Conditions of Grant: allows local authorities to cap or scale budgets only to the extent that it is required to fund the minimum funding guarantee. Steve Elson confirmed that this was the approach used in Slough's formula in 2013-14.

General Changes

Regulation 4: this is regarding membership and will be picked up later on the agenda.

Schedule 2 paragraph 8: allows local authorities to retain a falling rolls fund for good and outstanding schools if the schools' capacity is likely to be needed within the next three years to meet rising pupil numbers. Schools Forum agreed for a response to be made to state that the falling rolls fund is welcomed but disagreeing with it only being good and outstanding schools. They would welcome being able to set local criteria to allow this to apply, for example, to a school where places will be needed and where, for example, a clear trajectory of improvement can be demonstrated.

Schedule 2 paragraph 11: the previous position allowing local authorities to retain funding centrally for Carbon Reduction Commitment (CRC) allowances for schools has been deleted since schools will be excluded from the CRC scheme with effect from 1st April 2014. Schools Forum has previously agreed payments to cover CRC allowances for 2010-11 and 2011-12. 2012-13 and 2013-14 are therefore the final years that the allowances will need to be funded for.

Action: Steve Elson will send the draft email response to the DfE consultation to Maggie Waller and Robin Crofts so that a joint LA / Schools Forum response can be agreed and submitted.

247. Membership Update

Maggie Waller confirmed that she has reviewed pupil numbers over the summer.

The current pupil numbers show approximately 50% of pupils in academies and 50% in maintained schools. A balance of 50/50 academy representation and maintained schools representation is therefore appropriate (8 maintained, 8 academy) and this is the current position.

In terms of academy representation across the phases, 46% of academy pupils are in primary academies and 58% in secondaries. This would suggest that 4 primary academy and 4 secondary academy representatives would be pragmatic. Maggie Waller suggested that academies be asked to consider a recommendation that Jon Reekie be nominated as a primary member and the current secondary vacancy not be filled in order to reflect the pupil number balance and provide the total 8 members. In addition, it was suggested that academies be asked to consider nominating Nicky Willis as the next primary member when a further vacancy arises, which is likely in January 2014 when the October pupil numbers are confirmed. Academies can, of course make alternative nominations. Schools Forum agreed the recommendations.

Action: Maggie Waller to write to all academies to make those recommendations.

Robin Crofts pointed out that in terms of membership it is important to sustain history but also to recruit new members. Schools Forum endorsed this.

In terms of maintained schools' representation 75% of pupils are in maintained primary schools and 25% in secondaries. This would mean having 6 primary representatives for maintained schools and 2 secondary. Schools Forum agreed to seek any nominations from Primary Headteachers and Governors.

Action: Maggie Waller will write to Chairs of Governors of maintained primary schools and Maggie Stacey will raise it with the Primary Headteachers to ask for nominations.

248. 2014-15 Budget Process Plan

Steve Elson presented the report on the Budget Process Plan which informs Schools Forum of the deadline of 31st October for local authorities to inform the DfE of the factors they intend to use in the funding formula for 2014-15. This work is being carried out in the Task and Finish group meetings. Schools Forum confirmed that all schools will be consulted from 7th October until 18th October and a further update will be brought to Schools Forum on 16th October. The timetable (see Appendix 1) will evolve and be added to.

Steve Elson and Atul Lad confirmed that they will report progress back to Schools Forum as a standing item going forwards up until January. It was noted that it may be necessary to agree some last minute things by email if they are not ready in time for the October Schools Forum meeting.

Jean Cameron pointed out that it is important to closely monitor the Early Years Block formula. Steve Elson confirmed that he will add this to the Work Programme to review at the November Schools Forum meeting.

Nicky Willis noticed that Steve Elson's name was missing from the timetable after January. Schools Forum endorsed the continued work being done by Steve and the support being given to Atul and thanked them both for all their work so far.

Helen Huntley asked for some clarity about what is being managed by Cambridge Education. Steve Elson confirmed he will bring a report on the central expenditure items and accountability to the October meeting.

Clarification was requested regarding what happens to unspent funds that have transferred to Cambridge Education and it was noted that this is written into the contract. Robin Crofts confirmed that funding will still come from the DSG and Cambridge Education will facilitate the spending via Schools Forum. The retained organisation will link with Cambridge Education/Mott MacDonald – some decisions will need to be endorsed by the LA and some unilateral decisions can be made from within the contract. Cambridge Education cannot make unilateral decisions about DSG. Robin Crofts confirmed that he will be able to provide more details at the next Schools Forum meeting once the contract has been signed. Mott MacDonald will be talking to Schools Forum and relevant financial issues will still be signed off at Schools Forum.

Robin Crofts explained that his future attendance will be as part of Mott MacDonald but there will also need to be an LA advisor to sit on Schools Forum. Jean Cameron also confirmed that she will also be part of Mott MacDonald but will still sit on Schools Forum to represent Children's Centres.

249. Academies Update

Robin Crofts provided a verbal update on academies as follows:

Haybrook / Littledown are due to transfer on 1st October.
Montem is due to transfer on 1st November, although there is some uncertainty.
Foxborough's transfer has been put back to 1st January 2014.
There will be further schools transferring to academy status over the next year and 70-75% of schools are likely to be academies in twelve months time.

Robin confirmed that he will draw in more information about movement to academies in general.

Robin confirmed that the collective of schools in Slough remains strong in comparison with other authorities. There is an emphasis on looking for local solutions. This has been demonstrated in the development of Free Schools.

250. 2013-14 Work Programme and Key Decisions Log

Schools Forum agreed that a substantive / standing item is needed on Cambridge Education for the next two or three meetings.

Schools Forum members were reminded that the meeting on 16th October will be held at East Berkshire College Langley Campus at the usual time of 8 for 8.15am.

Action: Michelle Perkins to check whether parking will be available and circulate the details.

251. Any Other Business

Robin Crofts confirmed improvements in exam results as follows:

KS1 results have increased significantly.

KS2 results have increased marginally.

KS4 results have increased substantially with a 7% increase in 5 A*-C grades.

There are 11 new Headteachers in Slough.

The transfer to Cambridge Education is due to happen on 1st October. Robin Crofts and Jean Cameron will both be transferring over. Information will be provided via general communications as well as Schools Forum.

Jean Cameron confirmed that the take up of two year old places is going well. The eligibility criteria are the same as that for free school meals.

Thanks were given to Robin Crofts for his invaluable support and contribution to Schools Forum.

(Note: The Meeting opened at 8.15 am and closed at 9.40 am)

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SLOUGH SCHOOLS' FORUM
16 October 2013

Quarter 1 Budget Monitoring 2013-14
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To inform the Schools' Forum of individual schools forecasts for the year as at the end of quarter 1. This is to highlight any significant under or over spends, which may require action at the end of the financial year.

2 RECOMMENDATIONS

- 2.1 To view the individual schools budget and take note of any significant under or over spends and consider potential action that maybe required at the end of the financial year.

3 REASONS FOR RECOMMENDATIONS

- 3.1 Some schools are reporting an over spend, these may be funded from efficiency savings made within the budget.
- 3.2 Schools will need to consider under spends, and how they intend to spend that money in the future.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 The overall position of the individual schools budget reports a £245k under spend.
- 5.2 At the end of the quarter 1 forecasting process there are no reasons for the Schools' Forum to take action.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions are contained within the main body of this report.

Section 151 Officer – Strategic Director of Resources

- 6.2 The financial implications of the report are outlined in the supporting information.

Access Implications

6.3 There are no access implications.

7 CONSULTATION

Principal Groups Consulted

7.1 None.

Method of Consultation

7.2 Not applicable.

Representations Received

7.3 Not applicable.

Background Papers

7.4 Appendix 1

Contact for further information

Atul Lad (Principal Accountant, ECS)
(01753 875547)
atul.lad@slough.gov.uk

Appendix 1

	Annual Expenditure Budget	Carry Forward's	Annual Forecasted Over/(Under) spend
Nursery	4,989,205	1,127,264	139,458
Primary	40,736,228	4,469,311	(52,245)
Secondary	23,221,670	2,664,165	40,888
Special	12,336,687	831,985	(41,125)
Total	81,283,790	9,092,725	86,976

School	Annual Expenditure Budget	Carry Forward's	Annual Forecasted Over/(Under) spend
Abour Vale School	7,210,430	385,081	176,217
Baylis Court Nursery School	611,802	99,998	71,697
Beechwood School	6,553,665	598,556	21,584
Chalvey Early Years Centre Nursery	738,180	154,922	41,956
Cippenham Nursery	633,435	111,304	2,278
Claycots Primary School	4,405,838	607,124	305,366
Haybrook College	3,826,666	182,153	(116,426)
Holy Family Catholic Primary School	1,789,494	143,888	78,256
Iqra Slough Islamic Primary School	2,872,908	130,962	60,907
Khalsa Primary School	1,836,368	373,629	TBC
Lea Nursery	604,538	131,877	116,276
Littledown School	1,299,591	264,751	(100,916)
Monter Primary School	3,916,025	294,265	(142,846)
Our Lady of Peace Catholic Infant and Nursery school	1,376,562	133,555	TBC
Our Lady of Peace Catholic Junior School	1,432,217	38,152	22,151
Parlaunt Park Primary School	2,693,155	90,200	(332,659)
Penn Wood Primary & Nursery School	2,964,755	186,446	(164,830)
Pippins School	899,099	55,067	25,755
Priry School	4,637,779	751,559	(160,901)
Slough Early Years Centre	1,024,688	495,608	(92,749)
St Anthony's Catholic Primary School & Nursery	2,319,876	158,685	TBC
St Bernard's Catholic Grammar School	4,494,942	98,483	19,304
St Ethelbert's Catholic Primary School	2,194,008	389,882	201,439
St Joseph's Catholic High School	4,718,263	698,097	TBC
St Mary's Church of England Primary School	2,534,442	388,015	262,735
Western House Primary School	2,684,210	441,225	(15,906)
Wexham Court Primary School	2,699,267	420,212	(191,712)
Wexham School	7,454,800	1,269,029	0
Total	80,427,002	9,092,725	86,976

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SLOUGH SCHOOLS' FORUM
16 October 2013

DSG Centrally Held Budgets 2013-14
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To inform Schools' Forum of the current centrally held budgets within the DSG, including those that transferred to Mott MacDonald in October 2013.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum is asked to note the details of the centrally held budgets with the DSG in Appendix 1.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To provide Forum with information to aid their decision making and planning.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 The School and Early Years Finance (England) Regulations allow local authorities to retain DSG for specifically allowed items. The items have to be agreed with the local authority's Schools' Forum and cannot be increased year on year.
- 5.2 Underspends in centrally retained budgets are returned to the DSG in the following year and the local authority will consult with Schools' Forum on how they should be treated.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions are contained within the main body of this report.

Section 151 Officer – Strategic Director of Resources

- 6.2 The financial implications of the report are outlined in the supporting information.

Access Implications

- 6.3 There are no access implications.

7 CONSULTATION

Principal Groups Consulted

- 7.1 None.

Method of Consultation

- 7.2 Not applicable.

Representations Received

- 7.3 Not applicable.

Background Papers

- 7.4 Appendix 1

Contact for further information

Atul Lad (Principal Accountant, ECS)
(01753 875547)
atul.lad@slough.gov.uk

2013-14 Centrally Held Budgets

Budget Code/Title	2013-14 Budget £	Included in the Mott MacDonald Contract?	Description of the budget	Budget Manager
High Needs Block				
Support for Inclusion				
F406 Inclusion Management	144,291	Yes	£103,600 goes to Littledown for Outreach Provision	Robin Crofts
Non- Controllable	40,691	No	DSG Contribution to the Council	
F166 Hard to Place Protocol	267,000	Yes	Funding to support entry into school of those hard to place	Tony Browne
F430 Vulnerable Children	61,700	Yes	Partially fund some of the work of Skills Force LAC settling in to out of authority provision Study support for LAC Attendance of vulnerable groups Psychology service work on supporting vulnerable groups	Robin Crofts
F417 Vulnerable Children	251,770	No	Speech and Language Service	Jackie Wright
F191 Early Years Inclusion	73,640	Yes	Funding for SENCOs to cover early years private, voluntary and independent sectors in identification, support and advice	Rachel Cartwright
F321 Roma Community Project	15,890	Yes	F321 funding is used to support home education work including paying a member of staff with QTS to visit parents	Tony Browne
F235 Traveller' Service (DSG)	30,770	Yes	School Access Officer who arranges education for hard to place and excluded pupils including travellers, Roma, non attenders etc.	Tony Browne
SEN Support Services				
F406 Inclusion Management	6,340	Yes		Robin Crofts
F446 Educ Resource Services (former LACES)	106,780	No	Provides direct educational support for looked after children	Karl Davis
F410 Autism	185,730	Yes	To run the Autism Service: 4 staff	Pauline Hallam
F417 Sensory Impairment	470,000	No	To pay for mainstream support for pupils with sensory needs	Jackie Wright
F460 SENASS	481,740	Yes	This pays for the specialist teachers and early years specialist service. It is partly traded so schools can purchase bespoke packages of support. Most posts are currently vacant and it is expected that Mott MacDonald will undertake a review with schools	Cambridge Education
F461 Retained SENASS	182,000	No	Provision of SEN Services	Jackie Wright
SEN Transport				
F413 SEN Transport	40,000	Yes	To provide transport for under 5s with SEN	Robin Crofts

Appendix 1

Behaviour Support					
NEW Behaviour Support	164,280	No	This was the Special School part of the behaviour Support Service and will go to Littledown.	Littledown School	
EOTAS					
F418 Haybrook Provision (EOTAS)	130,995	No	To pay for Education Other Than At School. This will be renamed as it is not specifically earmarked for Haybrook.	Jackie Wright	

Total High Needs Block 2,653,617

Schools Block					
F169 Admissions (DSG)	277,530	Yes	Delivery of the Admissions service	Tony Browne	
F840 Schools Forum	53,055	No	Budget to support the work of the Schools' Forum.		
E903 Schools Apportionment (AN)	149,100	No	CERA (Capital Expenditure Revenue Account)		
F322 Extended Schools Sustainabil	375,285	Yes	Used as contingency for School Improvement	Robin Crofts	
F333 Raising Standards	652,010	Yes	School Improvement and Raising Standards	Robin Crofts	
F348 Primary Strategy	26,210	Yes	School Improvement and Raising Standards	Robin Crofts	
F384 Gifted and Talented	31,000	Yes	Transferred to SLP for promoting G&T	Robin Crofts	
F254 Infrastructure/Broadband Con	30,590	Yes	Maintenance of broadband across schools as necessary	Robin Crofts	
F257 KS3 central Coordinator (SF2)	36,690	No	School Improvement and Raising Standards		
F260 Primary Strategy entral Coor	40,940	Yes	School Improvement and Raising Standards	Robin Crofts	
NEW CLA and MPA Schools Licence	43,614	No	Copyright Licensing Agency budget. In/out budget set by the DfE and funded within the DSG.		
NEW Growth Fund	385,000	No	Budget to pay for agreed expansions in classes.		

Total Schools Block 2,101,024

NEW Two Year Old Funding	1,961,090	Yes	Expenditure budget equivalent to the grant income.	Jean Cameron	
E901 Nursery Growth	159,211	Yes	Budget to cover increase in 3/4 year old provision.	Jean Cameron	
NEW EY Behaviour Support Services	41,070	No	Early Years portion of the behaviour Support budget - given to Littledown School.	Jean Cameron	
NEW EY Trade Union Duties	1,428	No	Early Years portion of the Trade Union Duties budget.	Jean Cameron	
NEW Central Early Years Expenditure	132,070	Yes		Jean Cameron	

Total Early Years Block 2,294,869

Total Centrally Retained DSG Items 7,049,510

SLOUGH SCHOOLS' FORUM
16 October 2013

High Needs Financial Sustainability Policy
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To ask Schools' Forum to approve and adopt the proposed High Needs Financial Sustainability Policy.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum is asked to approve and adopt the draft High Needs Financial Sustainability Policy (attached).

3 REASONS FOR RECOMMENDATIONS

- 3.1 The High Needs Block Task and Finish Group have met a number of times to discuss funding for special schools, PRUs and resource units in mainstream schools. One issue that arose was the potential risk of financial instability that could be caused by the new high needs funding system. The draft policy is designed to offer a level of financial comfort to high needs settings without creating an unsustainable burden on the DSG.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 None.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions are contained within the main body of this report.

Section 151 Officer – Strategic Director of Resources

- 6.2 The financial implications of the report are outlined in the supporting information.

Access Implications

6.3 There are no access implications.

7 CONSULTATION

Principal Groups Consulted

7.1 High Needs Task and Finish Group.

Method of Consultation

7.2 Not applicable.

Representations Received

7.3 Not applicable.

Background Papers

7.4 Draft High Needs Financial Sustainability Policy

Contact for further information

Atul Lad (Principal Accountant, ECS)
(01753 875547)
atul.lad@slough.gov.uk

Slough Borough Council

High Needs Financial Sustainability Policy

Introduction

Special Schools' and Resource Unit budgets are no longer fixed for a financial year under the new funding regulations and therefore there is a greater risk of high needs' settings facing financial losses.

Special Schools, PRUs and Resource Units within mainstream schools do receive a guaranteed level of place funding each year but the majority of their funding is top-up funding which should follow the pupil. This is a change from the previous funding system where schools received guaranteed funding for a year. The major risk would come if a number of pupils left at the same time, especially if they attract a higher level of top-up funding.

The new School and Early Years Finance Regulations do not explicitly allow for the High Needs Block to hold a contingency for schools in financial difficulty but local authorities do appear to have some leeway within the High Needs Block to make additional payments to schools in addition to place funding and top-up funding.

Below are a set of criteria which form a policy that would allow special schools and schools with resource units, experiencing unexpected and onerous financial losses to apply for support. The level of support available would depend both on the school's circumstances and also the funding available within the Dedicated Schools Grant in order to increase the High Needs Block for this purpose.

An example of a situation which may be suitable for support is where a school has lost pupils unexpectedly and in a short space of time and their support adds up to the cost of two members of the teaching staff.

Criteria

1. All requests for financial support from schools must be in writing and signed by the Headteacher and Chair of Governors.
2. All requests must show a financial projection for the current financial year, clearly showing the projected shortfall.
3. All requests must explain why any shortfall is due to unforeseen circumstances e.g. exceptionally high pupil losses. The reasons for any pupil losses should also be given. This should include a breakdown of the school's expenditure compared to the original budget plan.

4. The support would take the form of an interim payment so that any support would be intended to cover the period that places were unfilled and would cease once the places were filled. If the places remained unfilled until the end of the financial year then the support would not be repaid but Slough would wish to review the level of commissioned places.
5. All requests will be considered by appropriate local authority officers in conjunction with the Chair and Vice Chair of Slough's School Forum before going to the full Schools' Forum.
6. The school making the request will receive a written reply giving a clear response and reasons for the response.

DRAFT

SLOUGH SCHOOLS' FORUM
16 October 2013

Carbon Reduction Commitment 2012-13
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To ask the Schools' Forum to approve payment for the 2012-13 Carbon Reduction Commitment and note the reduction in the amount paid for 2011-12.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum agrees to pay £114,168.94 from the DSG for the 2012-13 Carbon Reduction Commitment. This will be charged to any potential DSG underspend in 2013-14. Forum is also asked to note that the charge for 2010-11 and 2011-12, previously notified as £198,795.70, has been revised down to £187,528.52 and the difference of £11,267.18 can be credited to the DSG.

3 REASONS FOR RECOMMENDATIONS

- 3.1 The CRC Energy Efficiency Scheme (the CRC, formerly the Carbon Reduction Commitment) is a mandatory carbon emissions reduction scheme in the United Kingdom that applies to large non-energy-intensive organisations in the public and private sectors. 2013-14 is the last year that schools will be included in the CRC Energy Efficiency Scheme.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 None.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions are contained within the main body of this report.

Section 151 Officer – Strategic Director of Resources

- 6.2 The financial implications of the report are outlined in the supporting information.

Access Implications

- 6.3 There are no access implications.

7 CONSULTATION

Principal Groups Consulted

- 7.1 None.

Method of Consultation

- 7.2 Not applicable.

Representations Received

- 7.3 Not applicable.

Background Papers

- 7.4 None

Contact for further information

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Slough Schools' Forum – 2013-14 Work Programme

Wednesday 16 October 2013

- Quarter 1 Budget Monitoring 2013-14
- 2014-15 Budget Process Update (Verbal)
- Breakdown of DSG centrally retained budgets inc. moving to Cambridge Education
- High Needs Financial Sustainability Policy
- Carbon Reduction
- Cambridge Education
- Academies update
- 2013-14 Work programme and Key Decisions log

Wednesday 13 November 2013

- Half Year DSG forecast
- 2014-15 Budget Process Update
- Early Years including 2 year old funding
- PFI
- Review of Accountability for Central Budgets 2011-12
- Schools Forum Operational and Decision Making Framework
- Cambridge Education
- Academies update
- 2013-14 Work programme and Key Decisions log

Wednesday 11 December 2013

- Quarter 2 Budget Monitoring 2013-14
- 2014-15 Budget Process Update
- Growth Fund Update 2013-14
- 2014-15 DSG Blocks (School Block, High Needs Block, Early Years Block including proposed centrally retained)
- Cambridge Education
- Academies update
- 2013-14 Work programme and Key Decisions log

Wednesday 15 January 2014

- 2014-15 Budget Process Update
- Schools' 12-13 Outturn including Academies
- Academies update
- 2013-14 Work programme and Key Decisions log

Wednesday 26 February 2014

- Quarter 3 Budget Monitoring 2013-14
- 2014-15 Budget Process Update
- Academies update
- 2013-14 Work programme and Key Decisions log

Wednesday 19 March 2014

- 2014-15 Budget Process Update
- Growth Fund Outturn
- Academies update
- 2013-14 Work programme and Key Decisions log

Wednesday 7 May 2014

- Review of Scheme for Financing Schools
- Academies update
- 2014-15 Work programme and Key Decisions log

Wednesday 2 July 2014

- Schools Outturn 2013-14
- Central Outturn 2013-14
- School Budget Plans 2014-15
- Confirmation of Final DSG allocations 2014-15 (subject to DfE notification date)
- Academies update
- 2014-15 Work programme and Key Decisions log

September 2014

- DSG Centrally held items discussion begins
- Academies update
- 2014-15 Work programme and Key Decisions log

Schools Forum Key Decisions Log V7 150413		
Issue and Decision	Schools Forum date	Schools Forum agenda item no.
Fair Funding Formula Consultation for 2013 -14	12/09/12	
Schools Forum agreed the content of the consultation with all schools regarding changes to the Fair Funding formula for 2013, with the principle that the aim in moving to the new formula arrangements is, within restrictions imposed by the DfE regulations, to minimise turbulence for individual schools	12/09/12	6
Confirmation of DSG Allocation 2012 - 13		
Schools Forum acknowledged final DSG allocation 2012 - 13 and confirmed outline Schools Budget	12/09/12	7
Headroom	12/09/12	
Headroom to support the development of secondary school places		
Schools Forum agreed that the £30,000 allocated at the July 2012 meeting to support the development of secondary school places, be allocated equally across the three successful free school proposers in Slough whose bids were approved by the Prime Minister in July 2012	12/09/12	8
Headroom to support the implementation in-year of new resource unit places from September 2012		
Schools Forum agreed that £376,000 be retained to support the implementation in-year of new resource unit places from September 2012	12/09/12	8
Headroom - PRU activities at Littledown during 2012 - 13		
Schools Forum agreed that £70,000 be set aside but not allocated at this stage, to support PRU activities at Littledown during 2012 - 13, pending further work on the overall funding	12/09/12	8
Fair Funding Formula Consultation for 2013 -14	03/10/12	3
It was confirmed that, for formula purposes, Claycots is a split site school and therefore it was appropriate to consult on the option of a formula factor to reflect this.		
Headroom	03/10/12	3
Schools Forum agreed that the £30,000 allocated at the July 2012 meeting to support the development of secondary school places and intended to be allocated equally across the three successful free school proposers in Slough whose bids were approved by the Prime Minister in July 2012 - be allocated at a later date when sites and intake clearer. LA to contact the three free school proposer groups.		
Early Years Single Funding Formula (EYSFF)	03/10/12	5
Schools Forum agreed a number of changes to the EYSFF: <ul style="list-style-type: none"> • An additional provider type 'Academy' at the same rates as the provider type 'primary'. • Provider specific lump sums as a short term position. • Hourly rates for supplements as a short term position. • Base hourly rates equivalent to current staffing rates for EYSFF MFG purposes. 		
Headroom		
Following update that the majority of the students of the three successful free schools will be from Slough and that the sites would not have an impact on intake, Schools Forum agreed to the £30,000 being held and kept under review.	24/10/12	3
It was confirmed that the £70,000 for Littledown School was formally approved at the last SSEF meeting.	24/10/12	3
Fair Funding Formula 2013 -14		
Schools Forum recommended the following proposals to the Council for approval:	24/10/12	5
Not to include a factor for Looked after Children or English as an Additional Language as the DfE datasets do not target the real need in Slough appropriately and recommended that all the other relevant factors be included in the Slough formula.	24/10/12	5

Agreed to propose Appendix F and G of report to SBC with further discussion to follow amongst Secondary Headteachers re Appendix G which moves 1% of funding to basic entitlement from low attainment and has the effect of smoothing the distribution across non-selective and selective schools to the benefit of the selective schools (later endorsed by Secondary Headteachers 31/10/12)	24/10/12	5
Agreed to distribute deprivation funding using 51% free school meals (Ever 6 FSM) and 49% IDACI.	24/10/12	5
Agreed the recommended model for pupil mobility which maps the current turbulence factor to the compliant mobility factor.	24/10/12	5
Agreed the standard lump sum factor.	24/10/12	5
Agreed the split site factor – the final unit value to be confirmed by January 2013.	24/10/12	5
Agreed the factor for rates and PFI. Current formula factors are replicated in the recommended model.	24/10/12	5
De-delegation		
Maintained schools agreed de-delegation of Outreach (former behaviour support) for 2013/14 to support the planned transfer of the management of the service to Littledown and Haybrook from January 2013. Academies present indicated clear support for the service, indicating a willingness to buy in	24/10/12	5
De-delegation of Trade Union staff costs was agreed for 2013/14.	24/10/12	5
Growth Fund		
Schools Forum agreed to retain relevant central funding for significant pupil growth.	24/10/12	5
Early Years Single Funding Formula (EYSFF)		
Schools Forum endorsed the proposals put forward by the Task and Finish group: simplifying the formula by reducing it to 3 factors: 1) Staffing; 2) Central costs and 3) Deprivation with differentiation across different sizes of providers. These factors combine to provide an hourly rate. Deprivation to be based on IDACI and Free School Meals.	17/01/13	5
Split site factor		
Schools Forum agreed that the split site factor criteria in the 5-16 main funding formula should be: "A split site is where a school operates on two (or more) distinctly separate sites. The sites will be in separate, not adjacent streets and not connected by a footpath".	17/01/13	6
Funding Formula 5 - 16 primary: secondary ratio		
No consensus was reached regarding the two options considered: the status quo of 1:1.43 and 1: 1.39. It was agreed that views of Primary Headteachers would be sought following the meeting and it would also be considered at SASH. If no formal agreement could be reached there would be a vote arranged for those Schools Forum members eligible to vote. The result of the vote would be communicated to the LA to inform the LA decision prior to submission to the DfE.	17/01/13	6
<i>Note: A vote was later held regarding the two models proposed for primary / secondary ratio (1:1.43 and 1:1.39) and the Schools Forum vote did not provide a consensus with the vote being in favour of 1:1.43 (11 votes to 6). The final LA decision was to move to the ratio of 1:1.39.</i>	n/a	n/a
Early Years Single Funding Formula (EYSFF)		
Deprivation to be based on Free School Meals	27/02/13	3
Funding Formula 5 - 16		
It was agreed that further work to review the needs led principles behind the formula should be continued immediately with initial research being done to identify potential sources of expertise for the research, prior to any further financial modelling work.	27/02/13	6
Schools Forum Constitution		
The updated Schools Forum Constitution was approved.	27/02/13	8
Membership		

One current vacancy in the maintained membership will not be filled (leaving 8 members). The Primary Headteachers group to elect 2 members to fill the maintained schools vacancies. Academy proprietors be asked to elect an additional academy representative (giving 8 academy members) and to consider this being a secondary governor representative to reflect phase balance. Nominations to be brought back to Schools Forum in May. Nicky Willis was approved as substitute for Barbara Clark and Gill Denham for Gillian Coffey	20/03/13	5
Two Year Old Funding Formula		
It was agreed that the formula based on staffing and central costs as set out in the report be recommended to the LA for implementation.	08/05/13	5
School specific contingency and LA budgets funded by DSG - Outturn 2012/13		
Schools Forum agreed that £780,000 be retained for potential overspend on High Needs and Early Years funding. Further areas to return to Schools Forum for later review and decision.	03/07/13	4
Scheme for Financing Schools		
It was agreed that the updated Scheme for Financing Schools be put on the SBC website.	03/07/13	7
Two Year Old Funding Formula		
Schools Forum agreed the revisions to the Early Years 2 Year Old Funding Formula as set out in the report and recommended the formula to the LA for implementation.	03/07/13	9
Membership		
Paul Adams joined Schools Forum as an academy governor representative; one community primary vacancy has been filled by Navroop Mehat of Wexham Court Primary; a review of the balance of membership across academies and maintained schools to be undertaken by the Chair over the summer.	03/07/13	12
Chair and Vice-Chair		
Maggie Waller was elected Chair and John Constable Vice-Chair	11/09/13	1
School Balances		
It was agreed that if, at any time in the future, there is an option to claw back money from a school, this would come back to Schools Forum.	11/09/13	6
New Schools and Early Years Finance Regulations - DfE Consultation		
It was agreed that a joint LA and Schools Forum response would be submitted to the DfE	11/09/13	7
Membership		
It was agreed that the Chair would write to all Academies with a recommendation to fill the primary academy member vacancy to provide a balance of primary and secondary representation i.e. 4 primary and 4 secondary members and to recommend the appointment of Jon Reekie as primary representative; agreement to the appointment of Nicky Willis to the next vacancy; to seek any alternative nomination	11/09/13	8
It was agreed that the Chair would write to Chairs of Governors of maintained primary schools to seek nominations and Maggie Stacey would also raise this with primary Headteachers	11/09/13	8

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