

Date of issue: 07th November 2014

MEETING:	SLOUGH SCHOOLS FORUM Maggie Waller (Chair), John Constable (Vice Chair), Louise Lund, Debbie Richards, Julie O'Brien, Gillian Coffey, Paul McAteer, Jon Reekie, Mary Sparrow, Maggie Stacey, Jo Rockall, Virginia Barrett, Jean Cameron, Philip Gregory, Nicky Willis, Navroop Mehat and Hardip Singh
OBSERVERS:	Lynda Bussley
ATTENDEES:	Kathleen Higgins, Helen Huntley, Angela Mellish,
LOCAL AUTHORITY:	Julie Pickering and Joanne Roxby (Clerk)
CAMBRIDGE EDUCATION:	Robin Crofts
DATE AND TIME:	WEDNESDAY, 12TH NOVEMBER 2014 AT 8.00 AM
VENUE:	BEECHWOOD RESEARCH AND CONFERENCE CENTRE, LONG READINGS LANE, SLOUGH, BERKSHIRE, SL2 1QE

<u>AGENDA</u> <u>ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
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Slough Schools Forum- Meeting held on Wednesday, 17th September, 2014

Present: Maggie Waller, Holy Family Primary School (Chair)
John Constable, Langley Grammar (Vice-Chair)
Debbie Richards, Arbour Vale School
Paul McAteer, Slough and Eton C of E Business and Enterprise College
Jon Reekie, James Elliman Primary School
Mary Sparrow, Wexham Secondary School
Jo Rockall, Herschel Grammar School
Jean Cameron, Slough Children's Centres
Robin Crofts, Cambridge Education
Nicky Willis, Cippenham Primary School
Helen Huntley, Haybrook College
Navroop Mehat, Wexham Court Primary School
Hardip Singh, Khalsa Primary School
Katheleen Higgins, Beechwood School
Carol Pearce, Penn Wood Schhol

Observers: Dawn Bailey (Slough Learning Partnership),

Attendees: Angela Mellish, Northampton Diocese, Eddie Neighbour (Upton Court Grammar School), Jo Matthews (Littledown School)

Officers: Julie Pickering (for PFI Item only), Atul Lad, Matt Redwood and Rajpreet Johal (Clerk)

Apologies: Jane Wood, Louise Lund and Philip Gregory

PART I

348. Welcome and Apologies

Apologies were noted from Philip Gregory, Jane Wood and Louise Lund.

Maggie Waller welcomed Matt Redwood, Head of Education Services and School Improvement (Slough Borough Council), Carol Pearce (Penn Wood School) and Dawn Bailey (Slough Learning Partnership) to the meeting.

349. Declarations of Interest

John Constable, Paul McAteer, Debbie Richards and Mary Sparrow mentioned their membership of the Slough Learning Partnership Steering group which might be pertinent to item 6 on the agenda.

350. Minutes of Previous Meeting and Matters Arising

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Membership; Maggie Waller reported that Barbara Clark and Paul Adams resigned over the summer and there are vacancies for academy membership. John Constable had agreed to follow this up with academy proprietors later this term, following the October census which will confirm numbers of members required.

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Maggie Waller and John Constable had sent a letter to the Rt. Hon. Nicky Morgan MP, Secretary of State for Education, on behalf of Schools Forum, stating concerns about levels of funding. Copies of the letter were circulated.

A recent letter received from the Trades Unions regarding facilities time arrangements was also circulated.

Kathleen Higgins requested that the words 'in the short term' be deleted from the paragraph which referred to her comment on PFI.

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Debbie Richards asked for clarification regarding a pensions deficit. Atul Lad confirmed that a sum of £500k had been paid centrally in respect of 2013/14 (on behalf of maintained schools). However, members of the Forum queried this and it was agreed that Atul would bring details back to the next Schools Forum or to the Task and Finish group.

It was noted that St Joseph's School has balances earmarked. Atul Lad reported that the school thanked Schools Forum for its support and indicated that it was not in a position to repay further sums though they would wish to if they could. Clarification was requested regarding St Joseph's current budget position; Atul Lad to bring this to the next meeting. It was noted that the original support from Schools Forum was not a loan. It was agreed that any future arrangements between Schools Forum and a school, should they arise, should be carefully recorded to ensure clarity.

Some clarification was provided regarding Cambridge Education School Improvement funding. It was stated that, in the main, the funding supports the statutory elements i.e. monitoring, challenge and intervention but that some can be deployed for school development.

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Revised Growth Fund 2014-15: Atul provided clarification and drew members' attention to the flow chart included in the meeting's papers about how new schools are funded differently.

Coral Miller reported that Audit is looking at fraud guidance for schools which could be added to the Scheme for Financing Schools.

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It was noted that the Primary Heads' Association does not have a Chair currently and there may therefore be gaps in communication.

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Key Decisions Log: it was noted that the first Key Decisions Log (September 2012 to July 2014) will be posted on the Slough Borough Council website with a link to the Schools' Forum papers.

351. PFI Update

An update report was submitted to the School's Forum as discussed at the last meeting.

Julie Pickering reported that Slough, along with only three other Local Authorities across the country, had been accepted as part of the DfE pilot looking at potential savings within PFI. A start up meeting had been held and Julie reported that the team was very good: Val Knight and Steve Hazelton (Local Partnerships). Val Knight is leading the project and will aim to have a report ready by October / November which will show areas of savings.

Positive meetings have been held with QED and Pareo as part of the investigation into potential savings.

Meetings have also been held with the three PFI schools' Headteachers. Further meetings are scheduled as well as a workshop in October.

Updates on PFI are to be provided at the October / November Schools Forum.

Kathleen Higgins stated that it was helpful to meet Val Knight and to understand what the DfE pilot was about: identifying savings.

Carol Pearce asked that Chairs of Governors be involved in future meetings and Julie Pickering confirmed that this was planned.

A timeline for the process was requested.

352. Balance Control Mechanism

Atul Lad provided an update on the report previously submitted to the Forum on the Balance Control Mechanism which informed the Forum of the surplus balances held by individual schools, and whether the schools have plans to use those balances in the following year.

It was reported that, of the relevant 17 schools, 16 had responded with comprehensive detail. Planned spend included e.g. capital, ICT, staffing, school improvement and infant free school meals. Western House had not submitted a return but has now become an academy which takes the school out of the Balance Control Mechanism.

Discussion took place about academies sharing information about surplus balances, which has the support of academy members on the Forum. It was agreed that members present would raise this as a principle in the phase groups and that Atul Lad would look at providing a possible template for the information.

Robin Crofts noted that the trend is that balances have been decreasing rapidly, particularly over the last year, and that this is a concern given increasing pressures.

353. Changes to Schools and Early Years finance regulations 2014

Atul Lad provided an update on the report submitted to the Schools Forum. The report informs Schools Forum of the DfE's proposed new School and Early Years Finance Regulations 2014 and additional grant conditions for the DSG. He drew attention to some of the key changes including:

Regulation 3 in the Appendix to the report makes amendments to the School's Forum Regulations 2012 regarding representation for Alternative Provision (AP) and special academies. It was noted that this is already in place in Slough as Helen Huntley represents both.

It was also noted that Schools Forum is also now required to discuss places being commissioned by the LA and others in special schools, resource units and AP as well as arrangements for paying top ups. It was agreed that Atul Lad would include this in the annual Work Programme to ensure timely discussion on the relevant Schools Forum agenda.

Regulation 14 (1) Atul confirmed that funding for 19 – 25 year olds in special academies and maintained special schools will come through the EHC Plan and not be funded through the Dedicated Schools Grant (DSG).

Regulation 14 (3) implements the increase in the value of an AP place from £8,000 to £10,000 per annum. It was noted that this is a positive move and provides greater financial stability.

It was agreed that with these changes, the High Needs Block Task and Finish group should be re-convened before half term. Atul Lad to arrange this.

It was agreed that a brief response to the consultation would be sent voicing concern about the overall funding pressures on the DSG which the changes in the High Needs Block would be a part of and also the impact on these overall on schools' budgets.

354. Centrally held DSG under spend items

Atul Lad provided a summary of the report submitted to the Schools Forum. The report informs the Forum of the brought forward balance of £1,317,000 from 2013-14 and the options available for the distribution and retention of this brought forward balance.

It was clarified that this one-off funding available arises from underspend in centrally held budgets including some Cambridge Education retained elements. It was noted that the 13/14 underspend is substantial and it is unlikely that there will be significant sums in 14/15 and beyond.

There were three proposals put forward in the report:

1. Appendix A: Slough Learning Partnership business case.
2. Appendix B: business case for the High Needs Block
3. To retain any remaining balances as Schools Block provision.

Jo Rockall stated that if any funding was to go out to all schools it should be distributed on pupil numbers to ensure equity.

Members discussed the very detailed Appendix about High Needs future pressures – showing a pressure of £300, 000 to meet increased demand for 2015/16. Jo Rockall asked how confident we could be regarding predicted figures and Atul confirmed that the predictions are based on individuals already in the system so they are robust but, if anything, may be over stated. It was noted that £300,000 gives a good cushion as even one out borough placement could cost that much or more. Debbie Richards stated that autism is the biggest area of increased need and this is a longer term strategic issue.

John Constable introduced the comprehensive Slough Learning Partnership business case, drawing attention to the range of options proposed. He also gave some background about the establishment of the Slough Learning Partnership, set up as a charitable trust and developed as a strategic partner of the Teaching School Alliance.

Robin Crofts referred to the importance of having a robust continuum of school improvement support and challenge going forward, not just the statutory elements.

Jo Rockall said that the Slough Learning Partnership had been set up by Headteachers across Slough, both primary and secondary, and that there was a responsibility to it. Helen Huntley stated that the idea for the organisation came from Headteachers but still needed proper due diligence in supporting future funding. Carol Pearce asked for more information, including impact measures and uptake figures, to underpin future decisions and ensure value for money.

Kathleen Higgins stated that Headteachers had identified school development work as a top priority and asked if it remained so currently. It was noted that the Primary Headteachers' group had not had time to discuss recently and would wish to discuss longer term arrangements for school development work.

Members discussed the options proposed and it was agreed that Options 1 and 2 be supported at this time:

Option 1: £60,000 from 2013-14 DSG underspend be allocated to cover operating costs and contingency until the end of August 2015 and

Option 2: £100,000 from 2013-14 DSG underspend be allocated to enable the Slough Learning Partnership to deliver a range of additional school improvement services during 2014-15.

It was noted that the range of activity within Option 2 would be discussed with Headteachers' groups and at the Headteachers' conference and an update be brought to the Schools Forum by November.

It was also agreed that there would be discussions about the possibility of establishing a joint venture between Cambridge Education and Slough Learning Partnership for aspects of school improvement from 2015/16 going forward and that this would be brought back to the Schools Forum in December.

With regard to the remaining proposals regarding the High Needs Block and the Schools Block it was agreed that this would be confirmed at the point of agreeing the blocks in December but that the £300,000 seemed sensible with the remainder being allocated to the Schools Block to support the known pressures in 2015 /16.

355. 2015-16 Budget Process Plan

Atul Lad reported that the Task and Finish group had met and the consultation has gone out to schools and includes a proposal for the introduction of capping and Reception uplift.

356. Cambridge Education

RC reported that Cambridge Education is at the end of the first year of the contract and looking at KPIs which are included in the Annual Report which will be going to Elected Members. The budget for the second year of the contract is under discussion with the LA.

Ofsted have been inspecting Early Years / Children's Centres with nine inspections on Children's Centres having taken place recently. Jean Cameron said that one report had been received: Penn Road has received 'Outstanding'.

357. Academies Update

Robin Crofts reported that Parlaunt Park and Western House have moved to academy status.

He also referred to Cambridge Education currently working with Godolphin Infant School which is facing significant difficulties.

Cambridge Education is also looking at an academies' protocol to see how they might work with vulnerable academies should those academies wish to do so.

358. 2014-15 Work Programme and Key Decisions Log

Noted

(Note: The Meeting opened at 8.15 am and closed at 10.20 am)

SLOUGH SCHOOLS' FORUM
15th October 2014

Quarter 1 Budget Monitoring 2014-15
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To inform the Schools' Forum of 2014-15 forecasted school revenue balances as at the end of quarter 1. The information presented is based on schools returns for the 1st quarter, from April to June.

2 RECOMMENDATIONS

- 2.1 For information only

3 REASONS FOR RECOMMENDATIONS

- 3.1 Not applicable

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 The scheme for financing schools requires maintained schools to provide the authority with details of anticipated and actual expenditure and income on a quarterly basis.
- 5.2 All schools presented returns that forecasted a positive closing revenue balance (*shortfall in expenditure relative to the schools budget share plus/minus any balance brought forward from the previous year*).
- 5.3 4 Primary schools, 3 Nurseries and 1 Secondary school are projecting to end the year with balances above the balance control mechanism thresholds (8% for Primary, Nursery and Special schools and 5% for Secondary schools).
- 5.4 Appendix A shows summary budget information for Nursery, Primary, Secondary and Special schools. The table gives forecasted expenditure and income for the 2014-15 financial year, resulting in the forecasted closing revenue balances. It also shows the revenue balance as a percentage of total budgeted income for the year.

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

Appendix 1

Contact for further information

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

Appendix A

School	Opening Revenue Balance	Forecasted Expenditure	Forecasted Income	Forecasted Closing Revenue Balance	Forecasted Movement In Revenue balance	Balance as % of funding
Arbour Vale School	(120,881)	7,665,323	(7,544,761)	(319)	120,562	0%
Baylis Court Nursery School	(93,727)	604,960	(539,422)	(28,189)	65,538	5%
Beechwood School	(622,790)	6,811,291	(6,396,511)	(208,010)	414,780	3%
Chalvey Early Years Centre Nursery	(89,207)	710,505	(754,547)	(133,249)	(44,042)	18%
Cippenham Nursery	(109,957)	588,443	(540,424)	(61,938)	48,019	11%
Claycots Primary School	(357,241)	4,648,718	(4,921,015)	(629,538)	(272,297)	13%
Holy Family Catholic Primary School	(165,998)	1,852,610	(1,741,473)	(54,861)	111,137	3%
Iqra Slough Islamic Primary School	(173,220)	3,003,653	(3,001,554)	(171,121)	2,099	6%
Khalsa Primary School	(362,953)	2,028,461	(1,912,675)	(247,167)	115,786	13%
Lea Nursery	(105,648)	549,806	(477,942)	(33,784)	71,864	7%
Our Lady of Peace Infants School	(19,863)	1,386,340	(1,371,529)	(5,052)	14,811	0%
Our Lady of Peace Junior School	(31,503)	1,470,858	(1,439,442)	(87)	31,416	0%
Parlaunt Park Primary School	(316,116)	2,851,219	(2,902,169)	(367,066)	(50,950)	13%
Penn Wood Primary & Nursery School	(180,261)	3,162,879	(3,085,156)	(102,538)	77,723	3%
Pippins School	(40,637)	908,432	(878,650)	(10,855)	29,782	1%
Priory School	(738,509)	4,505,988	(4,167,806)	(400,328)	338,182	10%
Slough Early Years Centre	(538,051)	979,106	(807,643)	(366,588)	171,463	45%
St Anthony's Catholic Primary School	679	2,371,932	(2,386,557)	(13,946)	(14,625)	1%
St Bernard's Catholic Grammar School	(45,619)	4,396,749	(4,394,592)	(43,462)	2,157	1%
St Ethelbert's Catholic Primary School	(248,549)	2,071,631	(1,913,521)	(90,439)	158,110	5%
St Joseph's Catholic High School	(636,450)	4,682,938	(4,147,140)	(100,652)	535,798	2%
St Mary's C of E Primary School	(446,415)	2,626,669	(2,376,328)	(196,074)	250,341	8%
Wexham Court Primary School	(231,674)	2,771,794	(2,739,600)	(199,480)	32,194	7%
Wexham School	(959,593)	7,256,006	(6,819,731)	(523,318)	436,275	8%
Total	(6,634,183)	69,906,310	(67,260,188)	(3,988,061)	2,646,122	

School	Opening Revenue Balance	Forecasted Expenditure	Forecasted Income	Forecasted Closing Revenue Balance	Forecasted Movement In Revenue balance
Nursery	(956,453)	4,819,160	(4,491,507)	(628,800)	327,653
Primary	(3,292,397)	34,274,844	(33,465,946)	(2,483,500)	808,897
Secondary	(2,264,452)	23,146,984	(21,757,974)	(875,442)	1,389,010
Special	(120,881)	7,665,323	(7,544,761)	(319)	120,562
Total	(6,634,183)	69,906,310	(67,260,188)	(3,988,061)	2,646,122

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2015-16 Budget Process Update/Consultation

The Task and Finish group (5-16 formula) met to discuss some possible changes to the formula. These changes were mostly in relation to the principle of applying capping and reception uplift into the formula. Capping will minimise the reductions in schools budgets, by limiting the increases in other schools per pupil budgets. Reception uplift recognises reception children that start after the October census date but would be included in the January census date and therefore would have been funding under the "old" funding rules. The existing factors used within the formula were also discussed.

Recommendations from the group were to include capping and reception uplift into the formula, and maintain the existing factors.

The principles discussed in relation to capping and reception uplift, and the recommendations were put together in a consultation paper that went out to schools, with the consultation closing for responses on Friday 17th October. So far I have had 7 responses.

Following on from the initial Task and Finish meeting, the group met again to look at the possible levels that would be suitable to cap at, and the effect it would have on schools' per pupil budgets. The group recommends that capping be introduced at 3% in order to level out the variances across schools and to ensure that schools gaining keep up with inflation. This will be proposed at the November Schools Forum meeting.

The factors that will be used in the formula for 2015 /16 will be submitted to the DfE by the 31st October.

If approved at the next Schools Forum, capping and reception uplift will be included in the final submission to the DfE that will be made in January 2015.

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Slough Borough Council

5-16 Funding Formula Schools' Consultation results.

Introduction

Slough Borough Council has to notify the Department for Education (DfE) of any planned changes to its funding formula by 31 October 2014. This means changes such as adding or removing one of the allowable factors, and implementing or removing the use of tools, within the formula, that ensure it is affordable. After that date, revisions can be made to unit values until mid-December.

This consultation with all schools follows a meeting held by a Task & Finish Group that consisted of headteachers and a governor with support from council officers. The Task & Finish Group looked primarily at introducing the use of Capping and Reception uplift into the formula; they are not currently part of the formula, and it is believed their introduction would lead to a fairer distribution of funding and ensure it is affordable. The group also recommended maintaining the existing factors within the formula.

Replies from schools

Replies to the consultation were received from the following bodies:

IQRA Primary
Langley Grammar School
Littledown School
Ryvers School
St Mary's Primary
Wexham Court Primary
Wexham School

Their views can be added to those of the Task & Finish Group to give a reasonably representative view from Slough schools and academies as a whole.

The questions asked are tabulated below with the replies from schools and the Trust:

Question 1.

Do you agree with implementing reception uplift into the formula?

Six of the seven replies agreed with implementing reception uplift as recommended by the Task & Finish Group.

Ryvers School gave the following response:

As only 14 pupils in Slough would currently have been affected, it seems disproportionate to change the whole formula. Although if they were all at 1 or 2 schools it could be a significant amount of money for them.

Question 2.

Do you agree with the principles of implementing capping within the formula?

Six of the seven replies agreed with implementing capping as recommended by the Task & Finish Group.

Ryvers School gave the following response:

It is hard to make a judgement without knowing how many schools would be affected or what the cap would be. If the formula is being changed to become fairer, capping it because some schools have received a significant increase in funding seems wrong.

Question 3.

Do you agree that the existing factors in the formula should be maintained for 2015-16?

All responses indicated that the existing factors should be maintained for 2015-16.

Any Other Comments.

IQRA – Have concerns about the proposed capping – school funding formulas are designed to respond to identified needs, and if that need is present in the pupils in the school then it should be funded. We would also like clarification please as to where the cap would be placed, e.g. 0.5%, 5% etc?

Langley Grammar - As a grammar school, our funding is being severely constrained and we are losing funds for 11-16 and post-16 year on year. Our total funding position this year is approximately £140k lower than last year despite the minimum funding guarantee and transition protection for post-16. We would benefit – or rather our losses would be minimised – by the use of capping at the lowest level. We would favour capping at 2%.

We would also find it extremely difficult to support any changes to the unit values in the factors which would result in the further movement of funds from the secondary phase to the primary phase.

Next Steps

Once the Chief Executive and the Commissioner for Education have agreed the formula, we will return the funding proforma to the DfE. Any surplus funding will be added to the primary and secondary basic entitlement for the purposes of this draft version of the formula. The Task and Finish Group's reasons for recommending the use of reception uplift and capping are reproduced below:

The Task and Finish Group considered the impact of introducing capping and the reception uplift into the formula. Following some modelling detailing the impact of both capping and reception uplift, and further discussions on the principles of funding all pupils and ensuring equity in funding between Slough schools, it is recommended to introduce both capping and reception uplift into the formula.

It was also recommended that the existing factors within the formula should be maintained. The DfE have made no changes to the criteria of eligibility for any of the available factors, and therefore the Task and Finish group recommend maintaining those factors that were used in the 2014-15 formula.

Reception Uplift

Reception uplift recognises reception children that start after the October census date, but would be included in the January census date and therefore would have been funded under the “old” funding rules. The DfE calculate the estimated number and these children receive funding in the formula. In Slough for 2014-15 the estimated number of children was 14.

Capping

The introduction of capping will ensure that rises in schools per pupil budget are capped to an affordable level. Capping gains in per pupil budgets at a level agreed by the Schools Forum will ensure reasonable increases to the budgets of each school.

The funding that is capped is recycled back into the formula through the Minimum Funding Guarantee and the AWPU factors.

By limiting the gains of schools per pupil budget this will ensure funding is distributed with a greater degree of fairness, maintains affordability within the formula, and provides greater stability in schools budgets.

No school will have a reduced budget as a result of the capping, the effect is to limit the maximum increase in a schools per pupil budget.

The Task & Finish Group will meet again before 21st January 2015 to discuss the unit values. The October 2014 data should be available for modelling for the meetings.

Atul Lad (Principal Accountant)

29 October 2013

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Slough Schools' Forum – 2014-15 Work Programme

Wednesday 12th November 2014

- Quarter 1 Budget Monitoring 2014-15
- 2015-16 Budget Process Update/Consultation
- PFI Update
- Slough Learning Partnership
- Commissioning of places in special settings
- ESG reduction – impact on services to schools
- Cambridge Education
- Academies update
- Work programme and Key Decisions log

Wednesday 10th December 2014

- Quarter 2 Budget Monitoring 2013-14
- 2015-16 Budget Process Update
- Slough Learning Partnership / Cambridge Education proposed joint venture 2015/16
- PFI Update (if required)
- Growth Fund Update 2014-15 and 2015-16 budget
- 2015-16 DSG Blocks (School Block, High Needs Block, Early Years Block)
- Centrally Retained DSG
- De-delegated budgets
- Cambridge Education
- Academies update
- Work programme and Key Decisions log
- Membership

Wednesday 14th January 2015

- 2015-16 Budget Process Update (including Formula report)
- 2015-16 DSG Blocks (School Block)
- 2015-16 DSG Blocks (High Needs Block)
- 2015-16 DSG Blocks (Early Years Block)
- Cambridge Education
- Academies update
- Work programme and Key Decisions log
- Membership

Wednesday 25th February 2015

- Quarter 3 Budget Monitoring 2014-15
- 2015-16 Budget Process Update
- Cambridge Education
- Academies update
- Work programme and Key Decisions log

Wednesday 18th March 2015

- 2015-16 Budget Process Update
- Growth Fund Outturn 2014-15
- Cambridge Education
- Academies update
- Work programme and Key Decisions log

Wednesday 6th May 2015

- Review of Scheme for Financing Schools
- Cambridge Education
- Academies update
- Work programme and Key Decisions log

Schools Forum Key Decisions Log September 2013 and ongoing V1 0914

Issue and Decision	Schools Forum date	Schools Forum agenda item no.
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
Membership		
Hardip Singh, Khalsa Primary School was appointed as a Governor Primary Representative for Maintained Schools.	16/10/13	3
Julie O'Brien, Our Lady of Peace Junior School was endorsed as Primary Maintained School Headteachers' representative.		
DSG Centrally Retained Budgets		
Schools Forum agreed the need for a framework to be agreed for reporting to Schools Forum to enable any recommendations or decisions to be made regarding any relevant DSG centrally retained items. A process is to be built into the Work Programme.	16/10/13	6
High Needs Financial Sustainability Policy		
Schools Forum endorsed the High Needs Financial Sustainability Policy, subject to a timeframe being added in to the criteria. It was noted that an annual report on the policy's operation should be provided for Schools Forum.	16/10/13	7
Carbon Reduction		
Schools Forum approved payment of £114,168.94 for the Carbon Reduction Commitment for 2012-13 via the potential in year DSG underspend for 2013-14.	16/10/13	8
Membership		
Debbie Richards was welcomed as the new member representing maintained special schools.	15/11/13	3
Jon Reekie was welcomed as academy primary representative and Nicky Willis as reserve for next relevant academy vacancy.	15/11/13	3
Repayment		
It was noted that St Joseph's has now repaid £400,000 to the Dedicated Schools Grant (DSG)	15/11/13	3
Review of Accountability for Central Budgets		
The process for Schools Forum scrutiny and review of expenditure in centrally retained budgets was agreed: a report will be brought in July each year with the out turn figures and a brief explanation of spend and this will inform the Schools Forum decisions about the following year's budgets.	15/11/13	7
Free Schools		
Schools Forum agreed that the £30,000 agreed to be allocated at the July 2012 meeting to support the development of secondary school free school applications now be allocated equally to The SASH School, Lynch Hill and Khlasa. It was noted that this was honouring an historical decision and did not set a precedent.	15/11/13	3
Membership		

Schools Forum Key Decisions Log September 2013 and ongoing V1 0914

It was recommended that when the January review of membership is done, Helen Huntley be recommended to the Academies as a nomination for PRU / special school representation.	11/12/13	3
Nicky Willis was approved as substitute for Gillian Coffey.	11/12/13	3
Split Site Factor		
The Split Site Factor was agreed at a value of £34,300.	11/12/13	5
Half Year DSG Forecast		
Schools Forum agreed that from the forecasted underspend of £871,000, £500,000 be allocated to 14/15 budgets (£400,000 to the Schools Block and £100,000 for the High Needs block).£300,000 from last year's unspent central DSG agreed to be added to the Schools Block for 14/15. Schools Forum also agreed that the previously reported Contingency figure of £708,293 from 2012-13 should be split: £567,293 to the schools block and £141,000 to the high needs block.	11/12/13	6
Centrally Retained DSG		
Schools Forum agreed centrally retained budgets for 2014/15 but with some items requiring further clarification. A full list will be included in this log after the January meeting (included below - February 2014) .	11/12/13	8
De-delegated Budgets: Behaviour Support Service and Trades Union		
The primary and secondary maintained school representatives present at the meeting voted to de-delegate both the Trades Union and Behaviour Support Services funding.	11/12/13	9
2014-15 Budget Process Update		
Noted that Mobility Factor had been removed as agreed previously and funding has been added to social deprivation.		
Schools Forum agreed to endorse the recommendation regarding the unit values for the formula factors for 2014/15, noting that this moved the primary: secondary ratio to 1: 1.38 but registering concern about the impact.	15/01/14	4
Schools Forum noted that the following amounts have been added to the 2014-15 Schools Block from previous years' underspends: £567,293 from the 2012-13 unspent contingency; £300,000 from the remaining 2012-13 DSG underspend and £400,000 from the estimated 2013-14 underspend.	15/01/14	4
Growth Fund		
Schools Forum agreed to accept the recommendation to increase the Growth Fund by £1.2 million to £1.5 million for 2014/15 to enable funding to be provided for agreed permanent expansions after the first year. (Note: currently the Growth Fund criteria only allows support for agreed bulge classes and the first year of an agreed permanent expansion.)	15/01/14	5
2014-15 DSG Blocks (Schools Block)		
Schools Forum noted that £28,000 previously held to fund a KS3 Coordinator has been returned to schools' budgets; it was agreed that the £30,000 for Broadband maintenance be held for 2014/15 and included in the Cambridge Education Review of centrally held expenditure.	15/01/14	6
Schools Forum noted the estimated Schools Block but subject to clarification of the funding from the Council relating to the PFI factor being confirmed. The Chair is to request clarification from the Council of the PFI figures implicit in the estimated Schools' Block figures and confirmation regarding the Council's contribution to the 'affordability gap'.	15/01/14	6
2014-15 DSG Blocks (High Needs Block)		
Schools Forum noted a verbal update that the PFI figure in the report was updated to £309,000, having been £29,542 in the published papers.	15/01/14	7
Schools Forum noted the estimated High Needs Block but subject to clarification of the overall funding from the Council relating to the PFI factor being confirmed. The Chair is to request clarification and confirmation from the Council regarding the Council's contribution to the 'affordability gap'.	15/01/14	7
2014-15 DSG Blocks (Early Years Block)		
Schools Forum noted the estimated Early Years Block for 2014-15 and agreed the carry forward into 2014/15 for two year old funding. Schools Forum agreed two central expenditure items:£41,070 for Behaviour Support and £1,428 for Trades Union duties.	15/01/14	8

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DSG Centrally Held Budgets 2014-15 - starting position		
Update to this log bringing together all centrally retained budgets agreed by Schools Forum over December 2013 and January 2014 meetings		
	£	
High Needs Block		
Support for Inclusion		
F406 Inclusion Management	103600	
F166 Hard to Place Protocol	267000	
F430 Vulnerable Children	61700	
F417 Vulnerable Children	251770	
F191 Early Years Inclusion	70000	
F321 Roma Community Project	15200	
F235 Traveller' Service (DSG)	27400	
SEN Support Services		
F406 Inclusion Management	6340	
F446 Educ Resource Services (former LACES)	106780	
F410 Autism	185730	
F417 Sensory Impairment	470000	
F460 SENASS	399300	
F461 Retained SENASS	182000	
SEN Transport		
F413 SEN Transport	40000	
EOTAS		
F418 Haybrook Provision (EOTAS)	130995	
Schools Block		
F169 Admissions (DSG)	178180	
F840 Schools Forum	53055	
E903 Schools Apportionment (AN)	149100	
F322 Extended Schools Sustainability	335285	
F333 Raising Standards	576176	
F348 Primary Strategy	26210	
F384 Gifted and Talented	31000	
F254 Infrastructure/Broadband Con	30000	
F260 Primary Strategy Central Coordinator	36300	
Early Years Block		
E901 Nursery Growth	159211	
Central Early Years Expenditure	132070	
Issue and Decision	Date	Agenda item no.
Membership		
Nicky Willis was approved as substitute for Barbara Clark (Godolphin Junior)	26/02/14	1
Budget Process		
It was noted that the formula recommended by the Forum in January 2014 had been ratified by the Chief Executive and Cabinet Member for Education and submitted to the DfE.	26/02/14	5
Membership		

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It was agreed that: Schools Forum membership should be increased to 21. Academy proprietors be asked to elect an additional academy representative, giving 9 academy members in total Academy proprietors be asked to consider this being Helen Huntley to represent the PRU and special academies. Nicky Willis also takes up vacancy as previously agreed - see 15/11/2013 above.	19/03/14	11
Membership		
Academies had agreed that Helen Huntley should take up the vacant position so Helen was confirmed as an academy representative.	07/05/14	3
Academies had agreed that Jo Rockall, John Constable and Paul McAteer be asked if they are willing to serve a further term of office when theirs end in summer 2014. Agreed they will be asked formally if they wish to do so.	07/05/14	3
No nominations for a maintained school governor representative had been received. SASH asked to find a maintained school member.	07/05/14	3
PFI		
Schools Forum voted on how the £500,000 PFI funding being returned by the Council to the DSG should be distributed. The vote was 8 to 2 in favour of distributing the £500k to all schools via the 5 – 16 formula. This was therefore agreed.	07/05/14	4
Schools Forum supported the recommendation that the Council review the contract with the PFI contractor with a view to renegotiating and reducing the overall cost	07/05/14	4
Membership		
Following academy proprietors' approval, Jo Rockall, John Constable and Paul McAteer had all agreed to serve a further term of office.	02/07/14	3
Kathleen Higgins was welcomed as a new member having been appointed by SASH and SASH had also endorsed Mary Sparrow continuing as a member.	02/07/14	3
Carol Pearce will become a governor member representing maintained primary schools, from September 2014.	02/07/14	3
PFI		
Agreed that the £500,000 being returned to the DSG by the Council to reinstate its full contribution for 2013/14, be distributed on pupil numbers.	02/07/14	3
Schools Forum Constitution		
The updated Schools Forum Constitution was approved.	02/07/14	3
PFI		
Schools Forum noted an update on PFI and gave its support to the LA participating as a DfE pilot LA. In noting the position regarding the affordability gap, the Forum made clear that there were no assumptions about the sources of that funding - no assumptions about implications for the DSG.	02/07/14	4
Schools Outturn 2013-14 and 2014-15 Budget Plans		
It was agreed that the Chair and Vice Chair would write to the Secretary of State, DfE, EFA and local MP to raise concerns re dropping funding levels despite increasing pupil numbers, at a time when education funding is supposed to be 'ring-fenced'.	02/07/14	5
Schools Forum members agreed that the two phase groups would discuss asking academies to share information about balances in the interest of overall transparency as this data is currently only available for maintained schools. This has the support of Schools Forum academy members.	02/07/14	5
Central Outturn 2013 -14		
Agreed that business cases would be presented at the September meeting to enable decisions to be made about the use of underspend. Agreed that, if any of the underspend was later returned to school budgets, this should be distributed by pupil numbers.	02/07/14	6
Revised Growth Fund		
Schools Forum agreed that the underspend of £375,940 be carried forward into the Growth Fund for 2015/16.	02/07/14	7
Scheme for Financing Schools		
Schools Forum agreed to the amendments to the Scheme for Financing Schools as presented and to the updated Scheme for Financing Schools being put on the SBC website. .	02/07/14	10
Changes to Schools and Early Years Finance Regulations 2014		

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<p>A number of changes were noted including: Schools Forum is now required to discuss places being commissioned by the LA and others in special schools, resource units and AP as well as arrangements for paying top ups; funding for each Alternative Provision place will increase from £8,000 to £10,000 per annum. It was agreed that a brief response to the consultation would be sent voicing concern about the overall funding pressures on the DSG and the impact on these overall on schools' budgets.</p>	<p>17/09/14</p>	<p>5</p>
<p>Centrally Held DSG Underspend</p>		
<p>It was agreed that: £60,000 from 2013-14 DSG underspend be allocated to the Slough Learning Partnership to cover operating costs and contingency until the end of August 2015 and £100,000 be allocated to enable the Slough Learning Partnership to deliver a range of additional school improvement services during 2014-15. The proposals regarding allocation to the High Needs Block and Schools Block were deferred until the blocks are agreed at a future meeting.</p>	<p>17/09/14</p>	<p>6</p>
<p>PFI</p>		
<p>It was noted that SBC had been accepted as one of only 4 LAs taking part in the DfE pilot to identify potential savings in PFI contracts.</p>	<p>17/09/14</p>	<p>8</p>

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