

SLOUGH SCHOOLS FORUM

Maggie Waller (Chair), John Constable (Vice Chair), Louise Lund, Debbie Richards, Gillian Coffey, Paul McAteer, Jon Reekie, Mary Sparrow, Maggie Stacey, Jo Rockall, Virginia Barrett, Jean Cameron, Philip Gregory, Nicky Willis, Navroop Mehat, Hardip Singh, Helen Huntley, Kathleen Higgins and Carol Pearce

OBSERVERS: Lynda Bussley and Education Funding Agency

ATTENDEES: Angela Mellish, Councillor Mann

LOCAL AUTHORITY: Jane Wood, Matt Redwood, Coral Miller and Joanne Roxby (Clerk)

CAMBRIDGE EDUCATION: Robin Crofts

DATE & TIME: WEDNESDAY, 10TH DECEMBER, 2014 AT 8.00 AM FOR 8.15AM
VENUE: BEECHWOOD RESEARCH AND CONFERENCE CENTRE
LONG READINGS LANE, SLOUGH, BERKSHIRE, SL2 1QE

AGENDA

	<u>Page</u>
1. Apologies	
2. Declarations of Interest	
3. Minutes of previous meeting 12th November 2014	(Pages 1 - 6)
4. Slough Learning Partnership	(Verbal Report)
a) Slough Learning Partnership update on activity 14/15	
b) Cambridge Education proposed joint venture 2015/16	
5. PFI Update	(Pages 7 - 10)
6. Growth Fund Update 2014-15 and 2015-16 Budget	(Pages 11 - 14)
7. Centrally Retained DSG	
8. De-delegated budgets	(Pages 15 - 18)
9. Membership	(Verbal Report)

10. Cambridge Education **(Verbal Report)**
11. Academies update **(Verbal Report)**
12. Work programme and Key Decisions log **(Pages 19 - 26)**

Slough Schools Forum- Meeting held on Wednesday, 12th November, 2014

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

Attendees: Angela Mellish

Officers: Coral Miller, Matt Redwood and Joanne Roxby (Clerk)

Apologies: Mary Sparrow, Maggie Stacey and Lynda Bussley

PART I

359. Apologies

Apologies were noted from Lynda Bussley, Maggie Stacey and Mary Sparrow

Maggie Waller welcomed Joanne Roxby (clerk) to the meeting and Coral Miller who is replacing Atul Lad on an interim basis.

360. Declarations of Interest

There were no declarations of interest.

361. Minutes of previous meeting and matters arising

The previous minutes were approved subject to the amendment of minute 353 as follows:

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

Page 2

Maggie Waller drew members' attention to the response from David Laws MP which was circulated at the meeting. This letter had been received by Maggie Waller and John Constable in response to their letter sent to the Rt. Hon. Nicky Morgan MP,

Secretary of State for Education, on behalf of Schools Forum, stating concerns about levels of funding. Members noted the response.

It was noted that the previous minutes had been amended in line with Kathleen Higgins' request that the words 'in the short term' be deleted from the paragraph which referred to her comment on PFI.

Pensions deficit: It was noted that clarification had been received that the £500k pensions deficit had been paid on behalf of some maintained schools whilst other schools had paid direct. Clarification of the exact sums for the schools concerned is being sought. Nicky Willis asked if this sum will come back into the available DSG and it was confirmed that this was the case and it would form part of the forthcoming discussions about the DSG underspend once final details are clear.

John Constable gave an update on St Joseph's School having had discussions with the Headteacher, Ciran Stapleton. John Constable referred to the Schools Forum decision in July 2012 that the grant from headroom was to support St Joseph's finance and development plan over the next three years. In October 2012 Forum reiterated its support for St Joseph's to provide financial stability over 3 to 5 years. It was noted that, although the original financial support was not a loan, that the school had been able to return £400,000 in 2013. The school has utilised the remaining funding in relation to matters connected with the original leasing issues and their ongoing impact, as was originally intended. The Headteacher had reiterated thanks to Schools Forum for the support. Atul Lad had also had a conversation with the school prior to his departure in relation to the school's revenue balance and the LA was satisfied with the response.

Nicky Willis informed Schools Forum that she is now Chair of the Primary Heads' phase group.

Page 3

Maggie Waller referred to the PFI pilot which is ongoing and which is identifying potential areas where there may be savings. Kathleen Higgins agreed that the pilot was helpful but that it was not about how any gap in funding would be addressed. It was noted that the report from the PFI pilot will be brought to Schools Forum in December.

Balance Control Mechanism: It was noted that there had not yet been an opportunity for discussion at the Primary Heads' phase group about academies sharing financial information about balances. SASH had discussed the principle and had agreed to sharing information but had not yet discussed the approach in any detail. Both phase groups are to discuss further.

Page 4

It was reported that the High Needs Task and Finish group had met and it had been agreed that the group would combine to meet with the SEN Schools Organisation Group (SOG) at a meeting on 10th December. It was also confirmed that a report on the commissioning of places would be brought to the December Schools Forum.

Helen Huntley asked for clarification about the reference to Regulation 14(1) of the Schools and Early Years Regulations and the funding of 19-25 year olds in special schools and academies. It was confirmed that this funding is outside of the DSG and funded by the Education Funding Agency.

Helen Huntley asked that the previous minutes (para 353) be amended to make clear that the increase in value of an Alternative Provision place is an increase to 'base funding'.

It was noted that the Early Years Task and Finish group would be re-convened shortly.

Page 5

Kathleen Higgins referred to her comment noted in the previous minutes regarding school development work and asked members to note that she had not been asking if such work was still a priority, as it clearly is, but asking for clarification about current and future strategy from both the LA and Cambridge Education.

John Constable reported that discussion regarding the Slough Learning Partnership activity would take place at the forthcoming Headteachers' conference and an update be brought to the Schools Forum in December. In response to a question from Nicky Willis, he clarified that a report on a possible joint venture with Cambridge Education would be brought to the next meeting and that the business case originally presented was still current.

362. Quarter 1 Budget Monitoring 2014-15

Matt Redwood presented the report on Q1 Budget Monitoring. He noted that this was only the first quarter and asked members if they had any comments or questions.

Maggie Waller noted that some of the currently predicted percentages were high, in particular Slough Centre Nursery and that high balances had been a trend for this school for some time. Schools Forum requested that LA officers bring back further information from the school to Schools Forum. It was suggested that there may be some historic funding in place that is coming to an end.

Robin Crofts referred to the percentages within the Balance Control Mechanism i.e. 5% and 8% and discussion took place about the appropriateness of these now, particularly for larger primary schools. It was agreed that a review of the Balance Control Mechanism would take place when the Schools Forum considered the Scheme for Financing Schools for 15/16.

Helen Huntley proposed that the effect of new resource provision and Pupil Referral Units (PRUs) should be taken into account.

363. 2015-16 Budget Process Update/Consultation

Coral Miller reported the results of the recent consultation with schools and the proposals discussed by the Task and Finish group.

She reported that seven schools had responded. Maggie Waller said that receiving only seven responses was disappointing. Coral stated that six of these had agreed with the introduction of a 'reception uplift' which would mean additional funding for just 14 schools. The Task and Finish group had also supported this and Schools Forum agreed to the introduction of a 'reception uplift' in 2015/16.

Coral Miller reported that six of the seven responses had supported the introduction of capping. John Constable referred to the Task and Finish group discussions based on modelling and reported that 3% had been the consensus of the Task and Finish group. Schools Forum agreed to the introduction of capping at 3% in 2015/16.

Schools Forum agreed that the existing formula factors should remain for 2015/16.

There was some discussion about the primary: secondary ratio. Nicky Willis raised this and asked if there was a way this could be looked at again in a simple way. It was noted that when reviewing the value of the individual factors any resulting impact on the ratio would be seen since it is the impact of the values of each factor that lead to the ratio which is not set separately. It was also noted that the introduction of a national funding formula could cut across any local considerations.

Coral Miller agreed to provide benchmarking data as she had been working on this in another LA. It was noted by several members that any benchmarking data needed to be from statistical neighbours but also that it was important to look at relevant LAs to take account of issues around selection as this has such a big impact in Slough.

Jo Rockall suggested that data expressed in percentage terms would be more useful than raw figures.

364. ESG reduction

Matt Redwood gave a verbal update on the ESG. He explained that the ESG is a contributing strand of funding in the Council's overall budget allocation.

ESG is reducing substantially in 2015/16: in the region of £600,000. However, this is in the context of the overall financial position of Slough Borough Council where funding is reducing by about 30% over four years. The Council's budget setting process has to match income to expenditure across all departments of the Council. A reduction in ESG is not linked directly to the provision of services in Children's Services but is part of the overall position across the Council. It is likely that where there are significant changes in provision there will be appropriate consultation. Robin Crofts added that this would also be picked up through the contract between Cambridge Education and the LA.

365. Cambridge Education

Robin Crofts provided an update. He reported that the three year contract with the LA to deliver Education services is funded through the DSG and core funding (for early years and Children's Centres) Cambridge Education is at the end of the first year of the contract and discussion is currently taking place about the next phase. This includes what funding will be available and any changes in scope that may be required. He said that this could have a bearing on services and would be brought back to Schools Forum under the standing item on the agenda. A report will go to the Education and Children's Service Scrutiny Committee on 4th December.

Nicky Willis asked if a fixed base sum had been agreed for the duration of the contract. Robin Crofts explained that modifications can be negotiated up or down in both funding and specification Kathleen Higgins asked if negotiations are funding

or standards driven. Robin Crofts indicated that they are funding driven but that Cambridge Education's priorities remain early years, school improvement and raising standards. He also clarified that there could be an impact on any potential joint venture with the Slough Learning Partnership

366. Academies update

Robin Crofts reported that, following the Parlaunt Park and Western House academy conversions, no further schools are currently in the formal stages of transfer.

He referred to a draft academy protocol which is being developed regarding the relationship between Cambridge Education, the LA and academies. This is looking at ways to engage more formally with academies around school improvement and other areas.

Matt Redwood referred to this having been discussed at SSEF and phase groups.

Helen Huntley asked about how SBC arrives at decisions about what to spend on Education. Matt Redwood explained that this is dealt with by Corporate Management team (CMT) and the Section 151 officer (Treasurer role) who then make recommendations to the elected members for a final decision. Robin Crofts added that recommendations are made to the various directorates to e.g. identify savings.

Schools Forum members requested a breakdown of planned central expenditure for 2014/15. Matt Redwood referred to the Section 251 information available on line.

Robin Crofts explained that pressures in the last four to five years have been associated with the national financial situation and the financial challenges in the area of social care.

Helen Huntley mentioned how schools are supporting the LA in meeting 'Early Help' targets although the funding goes to the LA. She stated that if schools have pressures on their budgets this would have to go. She stated that there is a need to identify savings by more efficient liaison with the LA regarding 'Early Help'. Matt Redwood agreed to progress discussion about this.

367. Work programme and Key Decisions log

The Key Decisions Log and Work Programme were noted. It was noted that the Work Programme had been updated after the Schools Forum papers had gone out and that the updated version would be circulated with the minutes.

368. AOB

It was agreed that the Schools Forum meeting on Wednesday 10th December would be a little longer than usual and aim to finish at 10.00 a.m. as there will be a long agenda.

(Note: The Meeting opened at 8.15 am and closed at 9.35 am)

SLOUGH SCHOOLS' FORUMWednesday 10th December 2014**PFI FUNDING OPTIONS
Update on progress**1. Purpose of Report

- 1.1 To update the Forum on progress since the meeting on 17th September 2014.

2. Recommendations

2.1 The Council asks that:

- The Forum notes progress made in terms of DfE pilot aimed at delivering efficiencies and reducing costs and the next steps
- The forum notes the update in this report relating to the requirement to reduce the General Fund's contribution to the Schools PFI and the recommendation to set up a small task and finish group from the Forum (including PFI schools) to meet to discuss the report in detail, including options to resolve any outstanding savings going forward.
- The Forum nominates representatives to meet to discuss the above and reports back to Forum in March 2015 on options for agreement and ratification.

3. Introduction

- 3.1 At the last meeting the Forum were updated on the progress since the last meeting in September 2014. The purpose of the current discussions and subsequently the DfE Pilot relate to the requirement to agree a way forward on the redistribution of the PFI funding gap to achieve significant reduction to the figure £810k per annum on a phased basis. In addition there is the additional £180k from the benchmarking exercise for the three PFI Schools that also needs to be addressed. There are two elements which relate to the £810k affordability gap above i.e.

- £500k that has been discussed consistently with schools forum and this relates to the year on year savings
- £310k that is also part of the affordability gap but this is outside the remit of the current discussions.

3.2 At this meeting the recommendations were;

- The Forum noted the progress made since the last meeting

- The Forum at previous meetings confirmed their support for SBC participating as one of DfE pilots and asked that further updates are provided to the Forum as progress is made

4. Current Position

- 4.1 In respect of PFI Operational Savings Programme, the start date for DfE pilot the initial planning meeting was held on 9th September 2014 to finalise the projects remit and targets. It was agreed at that stage that the Project Lead from Local Partnerships (on behalf of DfE) was Steve Hazelton supported by Val Knight and their proposal was to have their final report available in November 2014. The Project Lead from the authority was Julie Pickering Interim Assistant Director (Contracts, Commissioning and Procurement)
- 4.2 The Project Leads met with the three PFI Heads on 12th September and this was followed up by a workshop on 20th October 2014 In addition to the meeting with QED Board/Pario on 18th August 2014, there was a 'contractor 'workshop on 24th October 2014 followed by a meeting on 10th November 2014 to further review and confirm any savings that can be delivered outside the remit of PFI pilot.
- 4.3 The draft report was circulated to the PFI Heads on 21st November 2014 and has now been agreed as final. This report is confidential and has a limited circulation .The report highlights a number of potential savings for the council but it can not be confirmed at this stage if the savings can be realised and which can be established as on – going rather than one off savings

5. Next Steps

- 5.1. The Forum are already aware from previous meetings that the Council has stated that it will not sustain funding the shortfall in future' The Forum have previously noted that, once any savings have been realised, the remaining affordability funding gap will need to be found on a phased basis from 2015/16 with no assumptions about the sources of that funding at this stage
- 5.2. The next steps in the process are for Interim Assistant Director (Contracts, Commissioning and Procurement) to meet again with Pario/QED to discuss and agree any savings that can be achieved on an on- going basis. This date has been set for 15th December 2014.
- 5.3. The meetings with the three PFI schools will continue once this response has been received.
In addition due to the commercially sensitive data within the report from Local Partnerships it is proposed to set up a small task and finish group of representatives of the Forum (including PFI schools)to meet to discuss the report in detail ,including options to resolve any outstanding savings going forward. The remit of this group is then to report back to the Forum to discuss and ratify any suggestions.

5.4. It is expected that the work of the task and finish group will be concluded by end of February 2014 so that an update including any identified shortfall for 2014/15 and subsequent years will be reported to Forum at their meeting in March 2015.

6. Advice received from Statutory and other Officers

6.1. Head of Legal

Advice on the principle of the report has been sought and the Council's Legal Service is party to the contract review.

6.2. Section 151 Officer – Assistant Director- Finance and Audit

The financial implications of the report were outlined in the report to Slough Schools Forum on 7th May 2014 and subsequent reports under this heading.

6.3 Access Implications

There are no access implications.

6.4 Consultation

Principal Groups Consulted – none

Julie Pickering
Interim Assistant Director
Contracts, Commissioning and Procurement

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SLOUGH SCHOOLS' FORUM
10th December 2014

Growth Fund 2015-16
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To inform Schools' Forum of the 2015-16 Growth Fund requirement and to seek their approval to fund this from the School's block budget.

2 RECOMMENDATIONS

- 2.1 Slough Borough Council recommends 2 options for the School Forum to choose from please see appendix A. Option 1. Is to top slice the 15-16 School block at AWPU rate like last year which will result in a £850,000 requirement from the School block. Option 2 is to top slice the School block at 66% of the AWPU rate which will result in a £450,000 requirement. Both figures are significantly lower than last year top slice of £1,500,000 and both have a contingency for 4 new classes. The main reason for the deduction is our 14-15 claim from EFA for Academies growth April to August.

3 REASONS FOR RECOMMENDATIONS

- 3.1 Slough continues to have an increasing pupil population alongside a significant growth in numbers already working through the primary sector therefore the growth fund should be reviewed in light of future pressures. Option 1 keep it at the existing rates. Option 2 tries to identify the likely cost of a new class and propose to fund the growth fund on that basis.

The main additional costs of an additional class are the associated staffing costs. The costs of a teacher on the top of the main scale, £33k, and a teaching assistant, £14k, plus on costs (additional 33%) amounts to £62,510 per annum. This cost divide by 7/12 (September to March 2016) equates to approximately 66% of the primary AWPU. There are other areas of school expenditure that are paid for from the AWPU that do not necessarily increase at the same time as a school admits more children and for these the lag between pupil admission and pupil census , whilst not ideal, is more manageable.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 Only new classes that have formally been approved by School organisation Group (SOG) will be funded from the Growth fund.
- 5.2 The DFE allows the local authority to have a Growth fund for children that start a new class after the October census (hence not funded). These new classes are for September 2015 intake.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 None.

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

None

Contact for further information

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APPENDIX A

DECEMBER FORUM

2015-16 Estimates for Growth Fund Allocation

Updated with information received 23102014

AWPU 66% 2,102
30 63,061
36,786

AWPU (2015-16)	3,184.90	May change slightly.
Pupils per Class	30	
Full Year Growth Funding per Class	95,547.03	
Non-Academies (Sept 15 - March 16)	55,735.77	
Academies (Apr 15 - Aug 15)	95,547.03	
Academies (Sep 15 - Mar 16)		
Academies Recoupment Apr to August 16	39,811.26	

FORECAST 2015-16

Ref	School		New Pupils	No. of Classes	Option A 2015-16 Growth Fund Allocation	Option B 2015-16 Growth Fund Allocation	Variance
1	Cippenham Primary School*	Academy	30	1	95,547	63,061	32,486
	Claycots School	Non-Academy	120	4	222,943	147,142	75,801
2	Godolphin Infant & Junior School*	Academy	30	1	95,547	63,061	32,486
3	Montem Primary School*	Academy	30	1	95,547	63,061	32,486
	Penn Wood Primary and Nursery School	Non-Academy	30	1	55,736	36,786	18,950
	Priory School	Non-Academy	30	1	55,736	36,786	18,950
4	Ryvers Primary School*	Academy	30	1	95,547	63,061	32,486
	St Anthony's Catholic Primary School	Non-Academy	30	1	55,736	36,786	18,950
	St Mary's CE Primary School	Non-Academy	30	1	55,736	36,786	18,950
5	Western House School	Academy	30	1	95,547	63,061	32,486
	Wexham Court Primary School	Non-Academy	30	1	55,736	36,786	18,950
6	Willow Primary School*	Academy	30	1	95,547	63,061	32,486
7	James Elliman	Academy	30	1	95,547	63,061	32,486
						0	0
	CONTINGENCY (T Madden recommended 4 classes					0	0
8	Estimated 1 new class per year	Academy	30	1	95,547	63,061	32,486
9	Estimated 1 new class per year	Academy	30	1	95,547	63,061	32,486
	Estimated 1 new class per year	Non-Academy	30	1	55,736	36,786	18,950
	Estimated 1 new class per year	Non-Academy	30	1	55,736	36,786	18,950
	Total		600	20	1,473,017	972,191	500,826

Additional income received from DFE to fund Academies growth from April to Aug 16 -358,301 -236,479 -121,822

2015-16 Total Estimated budget required

1,114,716	735,712	379,004
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BUDGET REQUIRED FOR 2015-16

Potential Bought forward 14-15 (agreed at July 2014 SF)	312,241	312,241	
Estimated "Top slice" from School block	850,000	450,000	To be agreed
Total amount for growth 2015-16	1,162,241	762,241	

Variance - Small contingency

47,525	26,529
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The proposed amount to "top slice" for 2015-16 is

850,000	450,000
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**SLOUGH SCHOOLS' FORUM
10th December 2014**

**DSG-School Block underspend 2013-14
(Directorate of Wellbeing)**

1 PURPOSE OF REPORT

- 1.1 To inform Schools' Forum of the 2013-14 School Block underspends and to seek the approval to distribute this to the schools via number on roll.

2 RECOMMENDATIONS

- 2.1 Slough Borough Council recommends that the School block budget be distributed to Schools as per the attached appendix A.

3 REASONS FOR RECOMMENDATIONS

- 3.1 The School Forum needs to confirm that this decision has already been approved and give the Local authority the approval to arrange this refund though the Number of Roll which will give all Schools and Academies a share rather than via the School funding formula which will just give Schools not on the minimum funding guarantee a share.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None considered.

5 SUPPORTING INFORMATION

None considered.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 None.

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

None

Contact for further information

Coral Miller (Principal Accountant, ECS)

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Appendix A - School Block 13-14 Central Retained underspend

School Block	(£532,695)
Slough Learning Partnership	£160,000
TOTAL	(£372,695)

Unit costs

16.89

Extract from 14-15 APT Budget

		NOR	Total
8712012	Western House Primary School	564	9,526
8712244	PARLAUNT PARK PRIMARY SCHOOL	320	5,405
8712252	Wexham Court Primary School	554	9,357
8712255	Penn Wood Primary and Nursery School	570	9,627
8712256	Claycots Primary	494	8,344
8713070	St. Mary's C E Primary School	911	15,387
8713353	OUR LADY OF PEACE R.C.INFANT	713	12,043
8713357	Our Lady of Peace Junior	470	7,938
8713363	St. Ethelbert's Catholic Primary School	269	4,543
8713364	ST ANTHONY'S CATHOLIC PRIMARY	356	6,013
8713366	Khalsa Primary School	392	6,621
8713367	IQRA Slough Islamic Primary School	473	7,989
8715201	Priory School	420	7,094
8715202	Holy Family Catholic School	625	10,556
8715207	Pippins School	735	12,414
8714085	BEECHWOOD SCHOOL	427	7,212
8714089	Wexham School	180	3,040
8714700	St Bernard's Catholic Grammar School	736	12,431
8714800	St Joseph's Catholic High School	794	13,411
8712001	Willow Primary School	625	10,556
8712002	James Elliman Academy	635	10,725
8712003	Colnbrook C.E. Primary School	351	5,928
8712194	Cippenham Infant School	629	10,624
8712196	Godolphin Infant School	184	3,108
8712221	The Godolphin Junior School	266	4,493
8713365	Marish Primary School	353	5,962
8715200	Cippenham Primary School	360	6,080
8715204	Castleview School	598	10,100
8715208	Lynch Hill School	678	11,451
8715209	Ryvers School	555	9,374
8714082	BAYLIS COURT SCHOOL	756	12,769
8714510	Slough & Eton C of E Business & Enterprise College	517	8,732
8715405	LANGLEY GRAMMAR SCHOOL	781	13,191
8715407	Herschel Grammar School	859	14,509

8715408	Upton Court Grammar School	750	12,668
8715409	THE WESTGATE SCHOOL	624	10,539
8716905	The Langley Academy	749	12,651
8712216	Foxborough Primary School	886	14,965
8712257	Montem Primary School	907	15,319
TOTAL		22066	372,695
39			

SLOUGH SCHOOLS' FORUM
10th December 2014

De-delegation Budget 2015-16
(Directorate of Wellbeing)

1 PURPOSE OF REPORT

- 1.1 To inform Schools' Forum of the 2015-16 De-delegation requirements and to seek the approval from Mainstream Primary and Secondary schools, to fund this from their School budgets.

2 RECOMMENDATIONS

- 2.1 Slough Borough Council recommends that the De-delegation unit cost remains the same as 2014-15. Please see table below for 14-15 unit costs.

Description	School type	Sub division	Unit Cost	Total
Staff Supply cover costs	Primary	AWPU	£0.8247	£6,090
	Secondary	AWPU	£0.3332	£923
TOTAL				£7,013
Behaviour Support	Primary	FSM (ever6)	£73.8974	£120,860
	Secondary	FSM(ever 6)	£41.2506	£31,584
	Primary	Prior attainment	£67.9473	£137,848
	Secondary	Prior Attainment	£37.1255	£25,421
TOTAL				£315,712

3 REASONS FOR RECOMMENDATIONS

- 3.1 The School Forum needs to decide on the level of de-delegation from their school block budget. The Primary mainstream schools forum representatives need to Vote on whether to de-delegate and the Secondary schools need to vote on their area too. This is a requirement from the DFE.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None considered.

5 SUPPORTING INFORMATION

None considered.

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

None

Contact for further information

Coral Miller (Principal Accountant, ECS)

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**FAO: Headteacher/Business
Manager/Bursars**

Department: Chief Executives
Contact Name: Kevin Gordon

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24th March 2014

Dear Colleague

Joint Trades Union Committee Representative Funding

I am writing further to the SSEF meeting held last Friday (21st March), where the consultation document on the proposed reorganisation and funding of the Council and Schools Trade Union arrangements were discussed. I was asked by SSEF if I could send out a summary of what the issues / proposals are regarding funding for trade union support for schools.

- The proposal is for a separate Joint Trade Union Committee hosted by and supporting Schools with a reporting line into the Schools Forum.
- Two secondments of a 0.5 Teaching and 0.5 non Teaching posts to support this Schools JTUC.
- Desk space and facilities for the seconded staff would be provided in a School.
- Non maintained Schools to contribute to funding these posts and the associated facilities costs of desk space e.t.c. (maintained schools currently contribute through delegated DSG, which is reducing as more Schools become academies).
- Cost is likely to be between £1000 - £1500 per school, subject to further discussions with SSEF or Schools Forum about an appropriate funding formula.

The Council is aware Schools are committed to achieving positive and effective employee relations to support service delivery and foster a constructive working environment for all staff within your Schools. The role of the JTUC representatives has always been integral to facilitate these processes and relationships with Trade Unions are even more important at a time when schools need to implement change.

I would be grateful if could complete the attached form and send back to me by the 15th April 2014. If you require any further information please do not hesitate to contact me.

Regards



Kevin Gordon
Assistant Director Professional Services

I wish to contribute to the funding of two 0.5 JTUC posts (for teaching and non teaching staff).

I do not wish to contribute to the funding of two 0.5 JTUC posts (for teaching and non teaching staff).

Signature of Head Teacher

Name of Head Teacher

Date

Slough Schools' Forum – 2014-15 Work Programme

Wednesday 10th December 2014

- Slough Learning Partnership: a) Slough Learning Partnership update on activity 14/15 and b) Cambridge Education proposed joint venture 2015/16
- PFI Update
- Growth Fund Update 2014-15 and 2015-16 budget
- Centrally Retained DSG
- De-delegated budgets
- Membership
- Cambridge Education
- Academies update
- Work programme and Key Decisions log

Wednesday 14th January 2015

- Commissioning of places in special settings
- Quarter 2 Budget Monitoring 2013-14
- 2015-16 Budget Process (including Formula report)
- 2015-16 DSG Blocks (School Block)
- 2015-16 DSG Blocks (High Needs Block)
- 2015-16 DSG Blocks (Early Years Block)
- Growth Fund Update 2014-15 and 2015-16 budget
- 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 25^h 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

Wednesday 1st July 2015 or Wednesday 8th July 2015 (to be agreed)

Potential meeting frequency for academic year 2015/2016

October 2015
November 2015
December 2015
January 2016
March 2016
May 2016
July 2016

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

Schools Forum Key Decisions Log September 2013 and ongoing V1 0914

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		

Schools Forum Key Decisions Log September 2013 and ongoing V1 0914

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		

Schools Forum Key Decisions Log September 2013 and ongoing V1 0914

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.	17/09/14	5
Centrally Held DSG Underspend		
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.	17/09/14	6
PFI		
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.	17/09/14	8
Schools Funding levels - letter to Secretary of State		
Members noted a response from David Laws MP to the letter sent to the Secretary of State.	12/11/14	3
St Joseph's update		
An update was provided on the Schools Forum 2012 grant from headroom to support St Joseph's finance and development plan and financial stability over 3 to 5 years. It was noted that the school had been able to return £400,000 in 2013 and has utilised the remaining funding as was originally intended.	12/11/14	3
Amendment to previous minutes		
It was noted that the reference in the previous minutes to the increase in value of an Alternative Provision place is an increase to 'base funding'.	12/11/14	3
Quarter 1 Budget Monitoring		
It was agreed that a review of the Balance Control Mechanism would take place when the Schools Forum considers the Scheme for Financing Schools for 15/16.	12/11/14	4
Budget process / formula		
Schools Forum agreed: the introduction of a 'reception uplift' in 2015/16; the introduction of capping at 3% in 2015/16 and that the existing formula factors should remain for 2015/16.	12/11/14	5

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