



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **SCHOOLS FORUM** will be held at the Civic Offices, Shute End, Wokingham RG40 1BN on **WEDNESDAY 24 MAY 2017 AT 9.30 AM**

A handwritten signature in black ink, appearing to read 'Andy Couldrick'.

Andy Couldrick
Chief Executive
Published on 16 May 2017

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WOKINGHAM BOROUGH COUNCIL

Our Vision

A great place to live, an even better place to do business

Our Priorities

Improve educational attainment and focus on every child achieving their potential

Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth

Ensure strong sustainable communities that are vibrant and supported by well designed development

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

The Underpinning Principles

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

MEMBERSHIP OF THE SCHOOLS FORUM

Schools Representatives

Paul Miller	Governor - St Crispins - Chairman
John Bayes	Governor - Foundry College - Vice-Chair
Ian Head	Governor - Aldryngton Primary
Helen Ball	Primary Head - Polehampton Infant
Ali Brown	Primary Head - Nine Mile Ride Primary
Sally Hunter	Primary Head - Wescott Infant
Brian Prebble	Primary Head - Rivermead Primary
Elaine Stewart	Primary Head - Aldryngton Primary
Sylvia Allen	School Business Manager - Hawkedon Primary
Julia Mead	School Business Manager - St Sebastian's CE Primary
Carol Simpson	School Business Manager - Colleton Primary
Ginny Rhodes	Secondary Head - St Crispins
Derren Gray	Academy Headteacher - The Piggott School
Janet Perry	Academy Business Manager - The Holt School
Corrina Gillard	Headteacher - Emmbrook Infant School
Kerrie Clifford	Maintained Nursery Acting Headteacher
Jay Blundell	Special School Headteacher - Foundry College
Sara Attra	Special School Head - Addington School
Ben Godber	Academy Headteacher - Bohunt
Jonathon Peck	Director of Finance and Operations - Maiden Erlegh
Keith McConaghy	School Business Manager - Oakbank
Emma Clarke	Primary Head - Farley Hill

Non School Representatives

Anne Andrews	Oxford Diocese
Vacancy	Roman Catholic Diocese
To be confirmed	Wokingham Borough Council Representative
James Taylor	Wokingham and Bracknell College
Mary Parker	Early Years Representative
Gail Prewett	Early Years Representative

Observers

Funding Reform Team	Education Funding Agency, Maintained Schools Division
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From the Primary Representatives only 10 votes are allowed.

From the Secondary Representatives only 2 votes are allowed.

From the Academy Representatives only 5 votes are allowed.

From the Special School Representatives only 1 vote is allowed.

From the Early Years only 1 vote is allowed.

From the Pupil Referral Unit only 1 vote is allowed.

ITEM NO.	WARD	SUBJECT	PAGE NO.
43		APOLOGIES To receive any apologies for absence.	
44		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 29	5 - 14

March 2017.

45	DECLARATION OF INTEREST To receive any declarations of interest.	
46	UPDATE ON REQUESTS RAISED AT PREVIOUS MEETINGS To receive and consider a report containing clarifications and updates relating to requests raised at previous meetings of the Forum.	15 - 18
47	2016/17 OUTTURN INCLUDING CONTINGENCIES BREAKDOWN 2016/17 AND GROWTH ANALYSIS To receive and consider a report giving details of the 2016/17 outturn position.	19 - 30
48	GROWTH SPEND PROJECTION 2017/18 To receive and consider the Growth Spend Projection 2017/18 report.	31 - 34
49	NATIONAL FUNDING FORMULA UPDATE To receive a report containing the National Funding Formula update.	35 - 38
50	FORWARD PROGRAMME To consider the Forums work programme for the remainder of the academic year.	39 - 40

Any other items which the Chairman decides are urgent

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

CONTACT OFFICER

Luciane Bowker,
Tel
Email
Postal Address

Senior Democratic Services Officer
0118 974 6091
luciane.bowker@wokingham.gov.uk
Civic Offices, Shute End, Wokingham, RG40 1BN

**MINUTES OF A MEETING OF THE
SCHOOLS FORUM
HELD ON 29 MARCH 2017 FROM 9.30 AM TO 11.40 AM**

Schools Representatives

Helen Ball	Primary Head - Polehampton Infant
Ali Brown	Primary Head - Nine Mile Ride Primary
Sally Hunter	Primary Head - Wescott Infant
Brian Prebble	Primary Head - Rivermead Primary
Elaine Stewart	Primary Head - Aldryngton Primary
Sylvia Allen	School Business Manager - Hawkedon Primary
Julia Mead	School Business Manager - St Sebastian's CE Primary
Carol Simpson	School Business Manager - Colleton Primary
Ginny Rhodes	Secondary Head - St Crispins
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Ben Godber	Academy Headteacher - Bohunt
Keith McConaghy	School Business Manager - Oakbank
Paul Miller	Governor - St Crispins - Chairman
John Bayes	Governor - Foundry College - Vice-Chair
Ian Head	Governor - Aldryngton Primary

Non School Representatives

Anne Andrews	Oxford Diocese
Richard Dolinski	Wokingham Borough Council Representative
James Taylor	Wokingham and Bracknell College
Mary Parker	Early Years Representative

Also Present

Luciane Bowker, Senior Democratic Services Officer
Hawa Bedwa, Schools Finance Manager
Piers Brunning, Service Manager, Policy, Strategy & Partnerships
Graham Ebers, Director of Corporate Services
Jane Winterbone, Interim Head of Learning and Achievement

38 APOLOGIES

An apology for absence was submitted from Amanda Turner, Shinfield Primary Headteacher.

The Chairman welcomed Jane Winterbone, the new Interim Head of Learning and Achievement. Jane introduced herself and gave a brief explanation of her professional background.

39 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Forum held on 22 February 2017 were confirmed as a correct record and signed by the Chairman, subject to the correction of a typing error on page 8.

Matters arising

The Chairman suggested that the numerous matters arising and outstanding actions be included for consideration in the forward plan. Jane Winterbone agreed to work with colleagues to pick up pending actions, reshape the forward plan and to report back to the Forum.

40 DECLARATION OF INTEREST

There were no declarations of interest submitted.

41 DRAFT YEAR END 2016/17 CLOSURE

The Draft Year End 2016/17 Closure report and Appendixes were tabled at the meeting by Hawa Bedwa, Schools Finance Manager.

Elaine Stewart pointed out that the reports in the Agenda for this meeting were all marked '*to follow*'. In the past Schools Forum had been cancelled when reports were not available prior to the meeting as members did not have enough time to consider them. The Chairman agreed that the reports had not been delivered in a timely manner, but due to the importance of the items to be discussed, he had decided to go ahead with the meeting.

Councillor Dolinski stated that it was unacceptable to elected Members to receive agendas with '*to follow*' items. He stated that the Executive Member for Finance was aware and concerned about the late delivery of reports to Schools Forum. However, there were a number of critical issues that needed to be discussed with Forum. Councillor Dolinski stated that he was not prepared to accept late reports in the future.

The Chairman adjourned the meeting for five minutes so that Members could read the report.

Hawa apologised for the lateness in delivering the report and explained that this was due to work pressures and not having sufficient resources available to achieve deadlines.

Hawa stated that instead of doing a normal monitoring and providing a forecast, she had reported a snapshot of actuals that were posted to date, so these were projected figures for year-end closure position. Hawa accepted that there had been variations in the reporting of figures and she was undertaking work to make sure there was a consistent trail of movements going forward. In order to do that it was necessary to reconcile systems, forecasts and reports.

Hawa stated that regarding the budget summary, the Budget was as set at the beginning of the year. There were variances to forecast reflected in the actuals to date. The bottom line figure was accurate but it may be necessary to move transactions from one line to another. This seemed to be the result of earlier posting to different lines for different items.

Hawa explained that the initial DSG Budget for income was set at a level lower than the final allocation settlement received; the improvement had been incorporated in the figures reported and was why the actuals seemed higher. These changes had been passed on to schools.

In response to a question Hawa stated that the budget was set based on an indicative settlement. Hawa believed that in the past the final settlement, when published in July each year had not been formally presented to Schools Forum.

In response to a question Hawa stated that the Budget setting followed this pattern: the indicative Budget was set in December; in January the draft Budget was presented to Schools Forum for agreement and submission to DFE/EFA and in July the final settlement was received from DFE. In future Hawa would like to share the final settlement with Schools Forum and explain how variances are mitigated. If this practice was agreed, the budget could be revised and variances explained.

The Chairman noted that variances in the Budget had incorporated mid-year figures and that these variances had not been formally reported previously, he welcomed the greater transparency. He explained that because the Budget allocation to schools once agreed was fixed for the year, any changes/ variances identified mid-year could only be addressed in the following year.

In response to a question Hawa stated that it was difficult to predict mid-year variations, some of these had arrived as a result of schools '*academisation*' during a year, for example. Jane Winterbone confirmed that in her experience it was not possible to predict final settlements based on history. Jane and Hawa advised that it was critical to inform Forum on the final settlement, revised figures and options.

Janet Perry asked about the difference in the carry forward figure presented today compared to the previous report. Hawa stated that the differences related to three transactions which were listed in Appendix C of her report. Hawa explained that there was still an overall surplus and the reason for the difference was that some transactions which had not been anticipated had now been received. Hawa predicted that a surplus of £500k was going to be achieved, which was very close to the figure presented to Schools Forum in previous meetings.

Hawa stated that she was striving to provide more consistency in reporting for 2017/18.

John Bayes requested that the conventional method of reporting to show positives and negatives be used. He also questioned some lines in the report. Hawa agreed to meet him outside of the meeting to clarify any issues.

Hawa went through Appendix B - Schools Block and Early Years Contingencies. Schools Block had a variance of around £100K from last month. The re-evaluation for business rate for Ambleside Centre had now been received; the increased expenditure item had not been budgeted. This item was posted to contingencies. It was anticipated that £340K of the contingency would be spent.

The Chairman believed that business rates were recoupable as opposed to a direct cost, as per previous discussions. Hawa stated that business rates were allocated to schools budget directly as part of APT allocations and presented to Schools Forum. The reason for the decision to put allocation revaluations to contingencies was that it was not certain what the revaluation figure would be. Hawa stated that she would meet with the business rate team to ascertain the possibility recovering this money. This equated to £197k to date of the £340K budget, so this was a significant amount of money. Hawa stated that if this was recoupable, it would be. Hawa agreed to investigate and report back to Schools Forum.

Janet Perry asked if the money recouped was refunded directly to the Local Authority. Hawa agreed to double check and report back. The final reporting would be in May.

The Chairman asked that Hawa changed the description from '*anticipated spend*' to unallocated contingency.

The Chairman stated that the greater transparency was welcome, but a better methodology in terms of receiving the reports in a timely manner was important in order to make sure Schools Forum meetings were more effective.

Hawa gave a brief explanation of Appendix C – Growth Spend Analysis. She stated that the initial budget was £1.2 million, the projects were costed at £1.4 million, every costing was being evaluated to try and find savings to offset the difference. £39K had been identified in savings, but if this did not materialise, Schools Forum may be asked for an increase in the budget.

Keith McConaghy asked the reason for the budget increase for Shinfield West if the school was not going to open in September. Hawa believed this was because the money had already been committed. Piers Brunning, Service Manager, Policy, Strategy & Partnerships explained that the intention was that the school was going to open in September 2017 and a number of families had applied for a place at that school. Subsequently a decision was made not to open the school because the school was not viable. Jane Winterbone believed this increase related to the programme cost according to decisions that were made in relation to growth and expansion rather than the budget.

Janet Perry stated that the change / increase in the budget for growth spend had not been agreed by Schools Forum.

Ginny Rhodes asked for further detail about the increase in the budget for Montague Park School. Piers explained that this was a new school and as such had higher levels of spend initially. The school had started last year with one class in temporary premises and moved during the course of the year to permanent premises. Piers was not able to provide further financial detail. Jane Winterbone noted that it seemed that the increase in budget for this school had not been reported and explained to Schools Forum. Jane agreed to investigate the reason for the increase and report back to Schools Forum.

Members noted that the original budget for Hawkedon had significantly reduced. It seemed that original projected budgets were often not accurate.

John Bayes wished to have more detail and clarity around the differences between academies and maintained schools growth fund budgets. He accepted that they involved different expenses but it was important to know what they were.

Members were in agreement that more transparency was needed. Members pointed out that Schools Forum had been requesting more information about the secondary school place strategy for the last 12 months. Members were concerned that three secondary schools in the Borough now had huge vacancies in Year 7 and were being funded via lagged funding. Jane Winterbone stated that she was in conversation with schools in regards to Published Admission Numbers (PAN) and school place strategy. She recognised that there was tension in the system and that it was important to continue negotiations with schools.

Hawa stated that Appendix D outlined the timetable for year-end closure. She had sent the final system reports to schools to meet the 28 March deadline and was awaiting responses. Hawa would report back to Schools Forum accordingly.

Jane Winterbone stated that she had concerns over the High Needs Block and offered to undertake forensic analysis and report back to Schools Forum.

Corrina Gillard stated that specialist resource spaces in schools were filling up. This may result in more children having to attend independent schools, which would have an implication on the High Needs Block.

Hawa reported an improvement in Independent Special Schools; she stated that there had been a reduction from £6.4 million to £6.1 million.

RESOLVED That:

- 1) The conventional method of reporting income and expenditure would be used in future reports;
- 2) Reports would be dispatched in a timely manner;
- 3) The final budget settlement from the DFE would be shared with Schools Forum every year;
- 4) Hawa Bedwa would confirm if it was possible to recoup the additional in-year changes to business rates from the DfE;
- 5) A report containing a detailed analysis of growth fund would be presented to Schools Forum;
- 6) A report containing a detailed analysis of High Needs Block would be presented to Schools Forum.

42 RECONCILIATION OF 2015/16 SETTLEMENT DISCREPANCY AND IMPACT ON 2018 BUDGET

Graham Ebers, Director of Corporate Services addressed the Forum and went through the report which was set out in page 17 of the supplementary agenda.

Graham stated that there was a period of time where it was perceived that there was a discrepancy between the 2015/16 school budget allocation and the funding received from the Education Funding Agency (EFA) of circa £1 million. This had created anxiety and concern, which appeared to be validated after a notification from EFA that there were discrepancies in the annual return that had been submitted.

Graham explained that given the imminent issuing of schools budgets for 2017/18, the issue was speedily raised with the Chairman of Schools Forum, so that options could be explored in addressing the perceived over-allocation. A forensic analysis and reconciliation of the schools finances was undertaken, going back to 2014/15, to attain a comprehensive understanding of the financial position.

Graham informed Schools Forum that the perceived over-allocation did not exist: £89.32m grant was allocated and paid by the EFA in 2015/16, and £89.32m was allocated to the

Budget. The source of the suspected over-allocation was a note in the Statement of Accounts (year ended 31 March 2016) that incorrectly indicated a total of £90.37m had been allocated to schools budget. Although the declared Dedicated Schools Grant (DSG) Schools Forum balance of £2.177m was correct, the note explaining the balance was erroneous. It is the balance figure (level of Reserves), not the note, that becomes a substantive part of the Council's financial statements.

Graham stated that the EFA has subsequently been notified of the £89.32m and there was now agreement on this figure. It was proposed that future financial statements to Schools Forum include a reconciliation to the latest EFA funding notification for that year.

Graham stated that part of the explanation for the erroneous note was that there had been a lot of staff changes within the finance team. He believed that the lack of continuity had also contributed to this situation arising. There had been three different senior school finance officers in a short period of time, each individual had been very committed, but this had caused problems. The Local Authority was aware that high staff turnover was an issue and that it needed to be addressed.

The Chairman thanked Graham for his attendance at the meeting and invited Members to discuss the item. Some of the points raised during the discussion of the item are listed below:

- Janet Perry stated that over the last two years Schools Forum had been presented with regular large differences in figures. She asked Graham how satisfied he was that he had the right team and resources were in place to address this issue. Graham responded that he was not satisfied at the moment, this was a transitional period. He confirmed that he was aware that papers for Schools Forum were often late and stated that this was not the level of financial support delivered elsewhere in the Council. He believed that more money would have to be applied to secure the level of resource that was required for this particular function;
- Julia Mead asked what controls were going to be put in place to make sure this situation did not happen again. Graham stated that lessons had been learnt, for example in the future it may be considered better not to act in such an expedite manner and take more time to undertake the necessary analysis. On this occasion there had not been an actual problem, but only a perceived problem. However, on this occasion communication was made before a full analysis was undertaken. Graham advised that giving Schools Forum a full reconciliation of the latest EFA funding would provide a good control mechanism;
- Graham stated that a new financial system was being implemented and this new automated system would improve reporting and free up resources. It was hoped that Schools Forum work would become more proactive rather than reactive;
- Graham believed that creating more senior posts within the finance team would help retain people and improve continuity;
- Ginny Rhodes emphasised that Schools Forum had suffered terribly with the lack of staff continuity. She believed that poor decisions had been made as a result of Schools Forum not having enough information available. She stated that the constant '*interim behaviour*' was not good and referred to recent press cover about interim staff employed by the Council;
- Graham pointed out that Donna Munday had been in post for a long time, and it was only since her departure that interim staff had been employed. He stated that the Local Authority had no choice in controlling when people decided to leave. Ginny

acknowledged Graham's point but stated that staff changes had happened in other strategic areas related to school support as well, and this had affected efficiency;

- Carol Simpson stated that she found Schools Forum figure reports very difficult to interpret and reconcile. Janet Perry informed that she kept a spreadsheet containing the figures provided at Schools Forum and stated that they jumped considerably meeting by meeting;
- John Bayes confirmed that it had been very difficult for Schools Forum to operate receiving reports very late;
- Graham assured the Forum that there was a firm commitment to address the issues raised, but it would take time to make the necessary changes;
- Darren Gray asked what percentage of the overall Council Budget was in control of Schools Forum and what percentage of Graham's job involved schools finance. Graham responded that normally he would spend around 1% of his time working with schools finance, but it had taken 50% of his time this week. Graham explained that his responsibilities included all the support services for the Council. Graham stated that the Council had a council tax payers budget of about £250 million, a capital budget of about £140 million, a housing revenue budget of about £12 million and schools was in the region of £90 million (within this total some was retained and some was re-located directly to schools) per annum. The amount of time he spent on each of these depended on its complexity. Schools finance was not entirely within Council's control as it was subject to the funding formula;
- Darren Gray expressed discontentment that schools finance did not receive the same level of support as other areas in the Council, given that it amounted to a considerable amount of the overall budget. Graham accepted the point made and agreed that it was important to make sure it was right.

Graham emphasised that it was the premature communication of a perceived problem, and not a real problem, that was the reason for his report and presence at this meeting.

RESOLVED That the reconciliation of 2015/16 settlement discrepancy and impact on 2018 report be noted.

43 PUPIL MOVEMENT AND LAGGED / DOUBLE FUNDING

Piers Brunning, Service Manager, Policy, Strategy & Partnerships presented the Pupil Movement and Lagged / Double Funding report which was set out on the supplementary agenda pages 19-24.

Piers explained in great detail the contents of the report and gave various examples to illustrate different possible scenarios.

Piers highlighted the recommendations:

- That Forum agrees to fund primary schools for the additional cost associated with opening a new class until such a time as school formulaic funding is sufficient to make the class sustainable;
- Planned expansion X AWPU (Age Weighted Pupil Unit) X Operational months / 12
- That from 1 April after the expansion of the school the funding should be on the basis of:
 - (planned roll – allowance for unfunded places (lesser of 3 or 5% of the planned year group roll) – actual roll) X AWPU

- That in the event that planned roll numbers do not materialise Officers can agree that funding be based on a new planned roll based on mixed age groups (no more than two age groups within one Key Stage)

Piers recommended that the Local Authority should operate with a reasonable amount of surplus places, in the region of 3-5% because this was the figure the DFE recommended should be used. This was gap funding, the difference between the PAN and the actual number on roll.

During the discussion of the item the following points were made:

- Janet Perry asked for more detailed information on the plan, including proposed numbers, identified pressure areas and the cost and how this was going to be funded. Piers stated that Loddon was one of the schools that was identified for expansion in Year 1. He stated that a mechanism to sustain that expansion had to be found as there was need for additional school places in that area.
- Piers stated that no volunteers had been found for expansion in Years 2 and 4 to date. Part of the problem was the inability to demonstrate to schools a funding mechanism illustrating the viability of the extra spaces;
- The Chairman believed that this was part of the 1.3 million growth fund;
- Jane Winterbone stated that this was a strategic piece of work that needed to be undertaken back in the office, including a case by case scenario to understand the pressures. She strongly believed that a 1% surplus places was not enough, she would prefer a 5% surplus. The overall strategic picture should be shared with Schools Forum, explaining the rationale for decisions made;
- Corrina Gillard stated that on occasions School Admissions mistakenly told parents that her school was full when in fact it was not full. She believed that the communication between schools and School Admissions needed improving;
- Elaine Stewart stated that she felt uncomfortable with the idea of sustaining a 5% surplus places in her school. Jane Winterbone clarified that the 5% surplus would be spread across the Borough;
- Jane Winterbone explained that there were additional issues to be considered. For example, free schools had the liberty to open spaces without the Local Authority's agreement, and these places were not necessarily where spaces were needed. Jane informed that she was new to the service and she needed a bit of time to understand the demographics in order to advise on a strategy;
- Carole Simpson believed that the current formula worked well. Schools needed a degree of certainty in order to expand;
- Jane Winterbone stated that Forum may wish to consider top slicing the growth fund to enable an exceptional cost budget which schools could submit a request to, for example if there was a high percentage of SEN children within their growth cohort.

The Chairman concluded that there were three aspects to be considered in relation to growth fund:

- There was more transparency of how the budget was put together and its implications;
- A policy was likely to be recommended of either 3-5% surplus places, aligned with costs;
- The implication of new build to Growth Fund and control over the fund.

RESOLVED That the report be noted and that Schools Forum would continue to monitor growth fund.

44 REVIEW OF SEN FUNDING/ HIGH NEEDS BLOCK

The Forum decided not to discuss this item.

Jane Winterbone stated that the report that was produced for the Forum was of an operational level. She would review the report and re-submit it to Forum at a future meeting.

RESOLVED That a SEN/ High Needs Block report would be re-submitted to Schools Forum containing a strategic perspective as requested.

45 CONTINGENCIES BREAKDOWN

The contingencies breakdown was considered during the discussion of item 41.

46 PUPIL GROWTH

The pupil growth was considered during the discussion of item 43.

47 FEEDBACK ON MEETING IN WESTMINSTER

Brian Prebble, Rivermead Primary Headteacher addressed the Forum providing feedback on a school funding meeting which he had attended in Westminster. Included in the supplementary agenda were letters from Nick Gibb, Minister of Education following that meeting.

Brian stated that the following issues were raised at the meeting:

School funding more generally and broader cost-pressures

- Funding disparities in the current system;
- National insurance and pension contributions;
- Staff wages
- The impact of the apprenticeship levy;
- High Needs funding

Teacher recruitment and retention

- Absence of Reading/ Wokingham allowance
- Affordable housing for teachers
- Recruitment of teachers from abroad

Brian stated that in answer to the questions raised at the meeting they were informed that a lot more money had been put in the system. However, it was noted that there were a lot more children, so the additional money did not equate to extra money to schools.

Brian also stated that they were strongly encouraged to respond to the consultation on the new funding formula.

Brian stated that the government made following points at the meeting:

- A lower lump sum would be set for schools;
- A higher AWPU would be set for schools;
- Small schools were not viable financially.

Forum members were interested to know what was considered a small school. It was noted that a school with less than 220 was considered small.

Brian believed that academies were still very high on the government's agenda, with less involvement of the Local Authority.

Brian informed that there were no answers in regards to the issue of teacher recruitment.

Councillor Dolinski stated that he and Councillor Haitham Taylor, Executive Member for Children Services had a meeting arranged with Nick Gibbs to put pressure regarding the need for increased funding for Wokingham schools. Councillor Dolinski informed the Forum that a letter was being sent to all Headteachers in the Borough to encourage them to write to local MPs regarding this issue.

Councillor Dolinski stated that the last Council meeting had received a motion in support of schools funding.

Councillor Dolinski stated that it was believed that the government would not make any changes to the funding formula at the moment.

RESOLVED That

- 1) the feedback on the funding meeting in Westminster be noted;
- 2) Headteachers are encouraged to write to politicians regarding schools funding.

48 NATIONAL FUNDING FORMULA REVIEW WORKING GROUP

The Chairman asked if Forum members would like to establish a Task and Finish Group to review the proposals for a new National Funding Formula and its implications for Wokingham.

Forum members agreed that it would be good to initiate discussions and the following Members volunteered to take part in the Task and Finish Group:

- Janet Perry
- Derren Gray
- Brian Prebble
- Carol Simpson

The Task and Finish Group would be supported by Hawa Bedwa and Jane Winterbone.

RESOLVED That a Task and Finish Group be established to analyse the implications of the proposed new funding formula for Wokingham schools.

49 FORWARD PROGRAMME

The Forum asked Jane Winterbone to work with Officers and to allocate items to the forward programme accordingly. The Chairman asked Jane to include SEN/ High Needs Block and other outstanding items / matters arising from previous meetings.

The next meeting on 24 May 2017 would be held at the Council offices in Shute End, Wokingham.

SCHOOLS FORUM

Date of Meeting: 24 May 2017

For: Information

Matters arising from a meeting of the Schools' Forum on 22 February 2017

Purpose of the report:

1. To provide Schools' Forum with information related to matters arising from the minutes of meetings held on 18 January 2017 and 22 February 2017

Summary / background / update:

2. A detailed analysis of all central charges was requested at the meeting of 18 January 2017. These are provided in Appendix 1 of this report.
3. A request was made at the meeting of 22 February for clarification as to how senior leaders in schools would be consulted in the future regarding the provision of additional school places. School place planning is a statutory function for the local authority and ensuring every child has a school place is one of the three education duties for local authorities cited in Educational Excellence Everywhere March 2016. A primary place strategy was agreed by Executive on 28th January 2016. A secondary place strategy is being drafted (the last strategy ended in 2016). The local authority is committed to briefing schools on school place planning and will do this through the termly Head teacher briefings. The decision to expand a school or open a new school is taken by the Executive of Wokingham Borough Council.
4. At the meeting of 22 February it was reported that there was no significant over spend against redundancy costs. In 2016/17 the budget of £305,900, of which DSG contributed £30,000, was not exceeded.
5. At the meeting of 22 February clarification was sought regarding the inclusion of Just Around the Corner (JAC) as a placement provider. To the best of my knowledge Just Around the Corner is a registered charity but is not a registered education provider. If schools wish to use JAC then pupils would need to access this as an offsite provision and remain on the school roll. The school would retain all their legal responsibilities for the child/young person and would be responsible for ensuring that the provision is meeting the needs of their learner.
6. At the meeting of 18 January 2107 clarification was requested on SEN transport and no update was provided at the meeting of 22 February. The request was whether there were any instances where transport was funded **and** families also received Disability Living Allowance (DLA) to cover transport costs. The issue has been passed to legal services for clarification. Historically the view has been taken that DLA is provided for all transport costs other than those associated home to school transport. The DfE have clarified, through an answer in parliament, that in their view receipt of DLA does not disqualify an individual from benefiting from free transport to school. The duty to provide free transport is clearly established in the 1996 Education Act (as amended) and there is no provision in the legislation to take account of benefits received. We do though work with families to achieve transport arrangements that provide value for money and promote familial resilience and independence and this could lead to mileage payment to help a family use a Motability vehicle (funded by DLA) to get to

school. Under the Education Act 1996 requirements this payment would need to be agreed with the family.

Options / suggested actions:

7. The Forum is asked to note the contents of this report and work with the Councils colleagues to ensure an accurate and effective reporting.

Jane Winterbone
Interim Assistant Director Education
May 2017

Appendix 1

INTERNAL RE-CHARGES ACTUALS

Note	Children's Services -DSG	2016/17	2015/16
1	Administration	£0	£46,010
	Human Resources	£53,107	£24,970
	Legal Services - Core	£90	£0
2	Property - Operational incl Facilities	£109,524	£17,720
3	Property - Strategic Assets & Estates	£13,614	£0
	Finance - Central Accountancy	£3,128	£134,250
4	Employee Services & Payments	£9,682	£620
5	Contracts Procurement	£33,174	£9,130
6	Information Management Technology	£52,088	£36,230
	Digital Solutions (Reprographics)	£4,771	£8,280
7	Customer Services Operations	£17,353	£2,130
	Digital Programme Information	£3,614	£5,810
	Communications	£1,460	£3,550
8	Corporate Transport Unit	£92,559	£96,400
	Business Improvements & Insurance	£8,708	£11,000
9	Member Services & Expenses	£48,907	£63,620
	Internal Audit & Investigations	£7,941	£0
	TOTAL	£459,720	£459,720

Split across:-

1.1.1 School-specific contingencies	£119,060
1.1.3 Support to under-performing ethnic minority groups	£17,730
1.2.8 Support for Inclusion	£19,250
1.2.8 Support for Inclusion	£22,280
1.2.8 Support for Inclusion	£7,090
1.4.2 School admissions	£93,110
1.4.3 Servicing of schools forums	£4,000
1.4.13 Miscellaneous	£177,200
TOTAL	£459,720

Notes

- 1 Schools Health and Safety, DSG Schools HR, Traded Schools HR
Building Service Time, Reactive Maintenance Time,
Planned Maintenance Time, Statutory Compliance Time,
- 2 Facilities Office Space (per sq m)
- 3 Property Management Time
- 4 AP invoices, Schools Payroll, DBS
- 5 Procurement and Contract Management - Corporate Contracts Time
- 6 Infrastructure, ICT staff, Application support, Disaster Recovery (all by PC asset)
- 7 Customer Services activity (calls and emails), Complaints
- 8 Corporate Transport Unit Time
- 9 Members Services Time, Childrens Services DSG Time

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Schools Outturn Report 2016/17

Schools Budget Financial Monitoring Report

1 Purpose of the Report

The purpose of this report is to provide details for the year of the final outturn position on the Schools Budget, funded by the Dedicated Schools Grant, DSG (including EFA funding), Pupil Premium Grant and Universal Infant Free School Meal grant.

The report also shows opening schools balances at 1/4/2016 and the resulting closing balances at 31/3/2017.

2 Suggested Action

Schools Forum is asked to note the contents of this report.

3 Background

The Schools Budget 2016/17 was presented to School Forum in January 2017 and showed an in-year deficit of £313k, resulting in a forecast year-end reserve (balance carry forward at 31/3/2017) of £838k.

The actual outturn for the year in Appendix Ai shows the opening balance/reserves brought forward as £2,177k which includes the in-year adjustment to reserves of £1,081k as discussed in the Budget Monitoring Report to Schools Forum in December 2016 (Agenda Item 5) and as shown in the abbreviated excerpt below:

‘This was additional ‘in-year’ DSG income in February 2016 by which time the budget position for that year had already been finalised. This was because the budget is fixed at a point when DSG funding is only indicative. Note there were approximately 11 revised allocations for 2015/16. A decision was made at the May Forum to carry forward this surplus fund to 2016/17 which is standard practice for revised late receipts’.

Hence opening balance/reserves at 1/4/2016 were as follows:

Table 1 Schools Opening Balances/Reserves at 1/4/2016

Note	£ 000
In year adjustments 2016/17	1,081
B/forward surplus from previous year 2015/16	1,096
Total adjusted Opening Balances/Reserves at 1/4/2016	2,177

4 Schools Final Out-turn 2016/17

Schools Final Out-turn for 2016/17 is shown in detail in Appendix Ai and summarised as follows:

Table 2 Schools Final Out-turn 2016/17 (Budget –v- Actual) (Appendix Ai)

	Final Budget 2016/17 £000	Final Out-turn 2016/17 £000	Variance £000
Opening balance (reserves) at 1/4/2016	(1,151)	(2,177)*	(1,026)
In-year deficit (surplus)	313	821	508
Closing balance (reserves) at 31/3/2017	(838)	(1,356)	(518)

*See section 3 above regarding adjusted Opening Balance at 1/4/2016.

The Final Out-turn is supported by the following documents:

Appendix Ai	Schools Final Out-turn 2016/17 (Budget –v- Actual)
Appendix Aii	Schools Final Out-turn 2016/17 (Budget/Forecast March 2017/Actual/Variance)
Appendix B	Contingencies 2016/17
Appendix C	Growth Analysis 2016/17

Table 3 Schools Final Out-turn 2016/17 (Budget /Forecast March 2017/Actual/Variance) (Appendix Aii)

	Final Budget 2016/17 £000 a	Forecast Out-turn March 2017 £000 B	Final Out-turn 2016/17 £000 c	Variance £000 (c-a)
Opening balance (reserves) at 1/4/2016	(1,151)	(2,177)*	(2,177)*	(1,026)
In-year deficit (surplus)	313	1,669	821	508
Closing balance (reserves) at 31/3/2017	(838)	(508)	(1,356)	(518)

Table 3 above shows the actual out-turn for the year 2016/17, £821k deficit, compared to the forecast out-turn presented to Schools Forum in March 2017 of £1,669k deficit, an improved position of £848k.

A detailed analysis of Table 3 is provided in Appendix Aii, the main movements from the March 2017 Forecast Out-turn for the year and the Final Out-turn are shown as follows in Table 4:

Table 4 Schools Final Out-turn 2016/17 - Main Movements from March 2017

	£000
March 2017 Forecast Out-turn presented to Forum - Deficit	1,669
i) DfE High Needs Funding allocation 2016/17: March 2017 Forecast included funding known at that point in time of £17.7million. At the end of March 2017 this was reduced to £16.9 million to reflect WBC deductions to high needs block for direct funding of places by EFA, hence a difference of £0.8m	808
ii) SEN Transport double counted in March 2017 Forecast	(230)
iii) De-delegation recognised as a disbursement to Schools twice in March 2017 forecast	(1,700)
iv) March 2017 forecast showed Contingencies as fully spent, however, actual out-turn showed an underspend of £190k as shown in Appendix B (Schools £65k and Early Years £125k)	(190)
v) March 2017 forecast expenditure for High Needs Block excluded initial HN Block allocation to schools (only included special schools)	507
vi) Miscellaneous variances	(43)
Final Out-turn for 2016/17 (Actuals) – Deficit	821

As shown in the detailed analysis in Appendix Aii, the main reason for a deficit in year was an overspend on Independent Special Schools of £893k (ISS line 1.2.3). Schools Forum have asked that the Interim Head of Learning & Achievement provides an update on the High Needs Block Budget, including ISS, to all future Forum meetings.

Contingencies 2016/17

Appendix B shows in detail Schools Contingencies 2016/17 for both the Schools Block and Early Years Block as summarised in Table 4 below.

Table 5 Contingencies 2016/17

	Schools Block Contingency £000	Early Years Contingency £000
Contingency 2016/17	(340)	(229)
Appropriated	275	104
Balance Unallocated at 31/3/2017	(65)	(125)

The £275k appropriated for the Schools Block includes £142k for business rates for the schools listed. As agreed at Schools Forum in March 2017, following a steer from the Chair, WBC Schools Finance are looking into the possibility of recouping business rates and the treatment of Academies, and a paper will be presented to Forum shortly.

Growth Fund 2016/17

Table 6 Growth Fund 2016/17

2016/17 Budget £000	2016/17 Actual £000	2016/17 Variance £000
1,232	1,339	(107) Overspend

As shown in Appendix C in detail by individual schools, the Growth Fund overspent by £107k in 2016/17.

Expenditure against the Growth Fund was challenged by a member of the Forum at the March 2017 meeting and will be subject to closer scrutiny in 2017/18.

The Growth Budget for next year, 2017/18, is £1.3 million. There is a further paper on today's agenda forecasting 2017/18 expenditure to be £1.132 million, albeit with a health warning.

This budget will be monitored closely in 2017/18 and reported regularly to Schools Forum.

5 Summary

Schools Final Out-turn for 2016/17 showed an in-year deficit of £821k, mainly due to overspending on the High Needs Block.

The closing balance (reserves) at 31 March 2017 was £1.356 million which will carry forward into 2017/18.

6 Recommendations

Further to the Schools Forum Chairman and Member recommendations at the March 2017 Forum Meeting, it is recommended that closer monitoring, scrutiny and reporting takes place in 2017/18 in the following areas for Forum's consideration and decision making:

- Budget Variances in year
- High Needs Block
- Growth Fund (and more detail and clarity around academies and maintained schools Growth Fund budgets)
- Contingencies

The Schools Finance Manager is also asked to investigate the possibility of recouping business rates (Section 4 above).

John Ogden
Head of Finance
May 2017

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2016/17 Schools Final Outturn

	S251 line no.	S251 title	FINAL Budget 2016/17	Final Outturn 2016/17	Movements	Notes
SB	1.0.1	Schools Block Allocation excl Academies net of de-delegated funds	61,492	61,492	- 0	Passported
	1.7.4	6th form funding from EFA	3,191	3,194	- 3	
	1.8.1	Academy Recoupment from Schools Block	28,999	28,999	0	
HNB	UIFSM	UIFSM Revenue / Start Up	2,195	2,163	32	Passported
	1.0.1.	High Needs Block allocations	6,807	6,529	278	Passported
	PPG	Pupil Premium excl Academies	2,613	2,381	232	
EY	1.0.1	Early Years Block Allocation inc exp for Education of Children under 5s in Private/voluntary/independent settings	6,520	6,498	22	
		Total ISB and PVI allocations	111,817	111,257	561	Passported
	PPGLAC	Pupil Premium allocated to schools - mainstream	50	112	- 62	
	PPGAP	Pupil Premium in non-mainstream settings	25	36	- 11	Passported
	PPGEY	Pupil Premium 3-4 years	56	39	17	Passported
De-delegated in 2013/14	1.1.1	School-specific contingencies	340	275	65	Breakdown in Appendix B
		NQT Induction	32	32	-	Breakdown in Appendix B
	1.3.1	Early Years Contingency	229	104	125	
EY	1.2.1	Provision for pupils with SEN (including assigned resources)	2,468	2,415	53	Forum agreed increase in funding in Dec 16
HNB	1.2.1	Moderating Panels	150	183	- 33	
HNB	1.2.2	Provision for pupils with SEN, provision not included in line 1.2.1	20	18	2	
HNB	1.2.8	Support for inclusion	362	401	- 39	Known pressure
HNB	1.2.3	Fees for pupils at independent special schools & abroad	5,262	6,155	- 893	
		Element 2 funding for post 16			-	
HNB	1.4.11	SEN transport	230	230	-	
HNB	1.2.7	Inter-authority recoupment			-	
HNB	1.2.1	Pupil Referral Units	480	470	10	
De-delegated in 2013/14	1.1.2	Behaviour Support Services	321	321	-	Foundry - Medically Vulnerable Places and Berkshire Adolescent Unit plus Independent Hospital Education.
HNB	1.2.6 and 1.2.7	Education out of school	617	638	- 21	
Delegated in 2013/14	1.3.4	14 - 16 More practical learning options	-		-	
De-delegated in 2013/14	1.1.3	Support to under-performing ethnic minority groups and bilingual learners	146	151	- 5	See Appendix C
SB	1.4.10	Pupil growth/ Infant class sizes	1,232	1,339	- 107	
SB	1.4.5	Carbon reduction commitment allowances	-		-	
Delegated in 2013/14	1.5.2	Free school meals - eligibility	-		-	
SB	1.5.4	School kitchens - repair and maintenance	-		-	
De-delegated in 2013/14	1.1.5	Insurance	586	573	13	
SB	1.4.2	School admissions	281	268	13	Internal re-charges of £177k included here
De-delegated in 2013/14	1.1.7	Licences/subscriptions	339	318	21	
SB	1.4.13	Miscellaneous (not more than 0.1% total of net SB)	97	185	- 88	
SB	1.4.3	Servicing of schools forums	4	4	- 0	
De-delegated in 2013/14	1.1.8 and 1.1.9	Staff costs - supply cover (not sickness)	369	324	45	
		Total Central Expenditure	13,696	14,592	(896)	
	1.8.1	TOTAL SCHOOLS BUDGET	125,513	125,849	(336)	
DSG		Schools Block Allocation	92,979	92,947	32	
DSG		NQT - Total additions to schools block funding		32	- 32	
WBC allocation	DSG	High Needs Block	17,092	16,900	192	
WBC allocation	DSG	Early Years Block 3-4 year olds	6,749	6,997	- 248	
		Dedicated Schools Grant Total	116,820	116,875	(55)	
	DSG	Academy Recoupment from Schools Block	28,999	28,999	0	
Passported	DSG	Additional School Grants	250	250	-	
Passported	DSG	UIFSM Revenue	2,195	2,163	32	
Passported	EFA	Education Funding Agency 6th Form Funding	3,191	3,194	- 3	
Passported	EFA	Pupil Premium 5-16 years	2,688	2,504	184	
Passported	DSG	Pupil Premium 3-4 years	56	40	16	
		TOTAL FUNDING	125,200	125,027	173	
		Total in-year (surplus)/ deficit	313	821	508	
		Brought Forward (surplus) /Deficit balance	(1,151)	(2,177)	(1,026)	
		TOTAL BALANCES CARRY FORWARD TO 2017/18	(838)	(1,356)	(518)	

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2016/17 Schools Outturn - March 2017 Forecast - Actual Outturn

	S251 line no.	S251 title	FINAL Budget 2016/17	Outturn presented in March	Final Outturn 2016/17	Movements	Notes
SB	1.0.1	Schools Block Allocation excl Academies net of de-delegated funds	61,492	63,157	61,492	- 0	Figure quoted without taking off de-delegated funds
	1.7.4	6th form funding from EFA	3,191	3,194	3,194	- 3	Passported
	1.8.1	Academy Recoupment from Schools Block	28,999	28,999	28,999	0	
HNB	UIFSM	UIFSM Revenue / Start Up	2,195	2,163	2,163	32	Passported
	1.0.1.	High Needs Block allocations	6,807	6,022	6,529	278	
	PPG	Pupil Premium excl Academies	2,613	2,516	2,381	232	Passported
EY	1.0.1	Early Years Block Allocation inc exp for Education of Children under 5s in Private/voluntary/independent settings	6,520	6,565	6,498	22	
		Total ISB and PVI allocations	111,817	112,617	111,257	561	
	PPGLAC	Pupil Premium allocated to schools - mainstream	50	78	112	- 62	Passported
De-delegated in 2013/14	PPGAP	Pupil Premium in non-mainstream settings	25	37	36	- 11	Passported
	PPGEY	Pupil Premium 3-4 years	56	40	39	17	Passported
	1.1.1	School-specific contingencies	340	340	275	65	Breakdown in Appendix B
		NQT Induction	32	32	32	-	
EY	1.3.1	Early Years Contingency	229	229	104	125	Breakdown in Appendix B
HNB	1.2.1	Provision for pupils with SEN (including assigned resources)	2,468	2,468	2,415	53	
HNB	1.2.1	Moderating Panels	150	150	183	- 33	Forum agreed increase in funding in Dec 16
HNB	1.2.2	Provision for pupils with SEN, provision not included in line 1.2.1	20	20	18	2	
HNB	1.2.8	Support for inclusion	362	507	401	- 39	
HNB	1.2.3	Fees for pupils at independent special schools & abroad	5,262	6,165	6,155	- 893	Known pressure
		Element 2 funding for post 16				-	
	1.4.11	SEN transport	230	230	230	-	
HNB	1.2.7	Inter-authority recoupment				-	
HNB	1.2.1	Pupil Referral Units	480	470	470	10	
De-delegated in 2013/14	1.1.2	Behaviour Support Services	321	321	321	-	
HNB	1.2.6 and 1.2.7	Education out of school	617	710	638	- 21	Foundry - Medically Vulnerable Places and Berkshire Adolescent Unit plus Independent Hospital Education.
Delegated in 2013/14	1.3.4	14 - 16 More practical learning options	-			-	
De-delegated in 2013/14	1.1.3	Support to under-performing ethnic minority groups and bilingual learners	146	146	151	- 5	
SB	1.4.10	Pupil growth/ Infant class sizes	1,232	1,339	1,339	- 107	See Appendix C
SB	1.4.5	Carbon reduction commitment allowances	-			-	
Delegated in 2013/14	1.5.2	Free school meals - eligibility	-			-	
SB	1.5.4	School kitchens - repair and maintenance	-			-	
De-delegated in 2013/14	1.1.5	Insurance	586	586	573	13	
SB	1.4.2	School admissions	281	281	268	13	
De-delegated in 2013/14	1.1.7	Licences/subscriptions	339	339	318	21	
SB	1.4.13	Miscellaneous (not more than 0.1% total of net SB)	97	97	185	- 88	Internal re-charges of £177k included here.
SB	1.4.3	Servicing of schools forums	4	4	4	- 0	
De-delegated in 2013/14	1.1.8 and 1.1.9	Staff costs - supply cover (not sickness)	369	369	324	45	
		Total Central Expenditure	13,696	14,959	14,592	(896)	
		1.8.1 TOTAL SCHOOLS BUDGET	125,513	127,575	125,849	(336)	
	DSG	Schools Block Allocation	92,979	92,947	92,947	32	
	DSG	NQT - Total additions to schools block funding		32	32	- 32	
WBC allocation	DSG	High Needs Block	17,092	17,708	16,900	192	EFA deduction not included
WBC allocation	DSG	Early Years Block 3-4 year olds	6,749	7,038	6,997	- 248	EYPP included
		Dedicated Schools Grant Total	116,820	117,725	116,875	(55)	
	DSG	Academy Recoupment from Schools Block	28,999	28,999	28,999	0	
Passported	DSG	Additional School Grants	250	250	250	-	
Passported	DSG	UIFSM Revenue	2,195	2,162	2,163	32	
Passported	EFA	Education Funding Agency 6th Form Funding	3,191	3,194	3,194	- 3	
Passported	EFA	Pupil Premium 5-16 years	2,688	2,535	2,504	184	
Passported	DSG	Pupil Premium 3-4 years	56	40	40	16	
		TOTAL FUNDING	125,200	125,906	125,027	173	
		Total in-year (surplus)/ deficit	313	1,669	821	508	
		Brought Forward (surplus) /Deficit balance	(1,151)	(2,177)	(2,177)	(1,026)	
		TOTAL BALANCES CARRY FORWARD TO 2017/18	(838)	(508)	(1,356)	(518)	

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Contingency Analysis - 2016/17

27

	£'000
Schools Block - Contingency	(340)
Business Rates adjustment variances (breakdown below)	142
Internal Re-charges	119
Safeguarding for children	25
Music for Looked After Children (LAC)	7
Rent/Interest on balances	2
AWPU Reclaim	(20)
Total spent	275
Unallocated as at March 2017	(65)

	£'000
Early Years - Contingency	(229)
New maintained nursery class	45
New academy nursery class	17
New day nurseries	13
New childminders	31
Total spent	104
Unallocated as at March 2017	(125)

Business Rates adjustment variances:	
Ambleside	45
Emmbrook Secondary	96
Hawthorns	(5)
Hillside	2
Keephatch	2
Oaklands Infants	2
	<hr/>
	142

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Growth Spend Analysis 2016-17

School Name		School Type	Pupil Numbers	Original Budget	Projected	Actuals YTD	Over/(under)s pend	Notes
Floreat Silver Meadow		Primary		36,868	65,000	65,000	28,132	Opening delayed to September 2018. PDG costs
Charvil		Primary	30	140,773	113,374	113,374	(27,399)	
Windmill		Primary	30	102,459	95,038	107,243	4,784	
Wheatfield		Primary	30	89,087	84,152	88,833	(254)	JW to review overspend
Floreat Montague Park		Primary		84,503	223,770	133,770	49,267	
Bohunt		Secondary		417,153	662,526	576,628	159,475	
Total New Schools			90	870,843	1,243,860	1,084,848	214,005	
Colleton		Primary	25	39,579	40,553	40,553	974	Project completed
Grazeley		Primary	15	23,748	24,332	24,332	584	
Hawkedon		Primary	8	83,908	12,977	18,998	(64,910)	
Shinfield St Marys		Primary	30	47,495	48,664	48,664	1,169	Extra 30 delayed until Sep 2017
Loddon		Primary	30	94,990	97,328	97,328	2,338	
Beechwood		Primary	15	23,748	24,332	24,332	584	
Highwood		Primary	30	47,495	-		(47,495)	
Total Bulge			153	360,963	248,187	254,208	(106,755)	
Total reported to SF			243	£ 1,231,806	£ 1,492,047	£ 1,339,056	107,250	

2017/18 Budget is £1,300,000 forecast spend to follow shortly.

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SCHOOLS FORUM

Date of Meeting: 24 March 2017

For: Information

Growth Spend Projection 2017/18

Purpose of the report:

1. To provide Schools' Forum with information related to the Growth Spend in 2016/17 and to provide an update on the additional funding considered for primary school expansion and arrangements for lagged funding and pupil movement funding considered at the last meeting of Schools' Forum Agenda Item 36

Summary / background / update:

2. In 2016/17 an original budget for Growth Spend was set by Schools' Forum of £1.3 m with a programme of funding profiled at £1,231,806. During the financial year budget projections suggested that the final spend could be as high as 1.492 million with the end of year position settling at £1,339,056
3. Within 2016/17 actual spend against Montague Park and Bohunt were significantly higher than the original budget set. All the other schools were either the subject of an underspend or were within a very small variance. The pre opening costs (known as a PDG) for Shinfield West (Floreat Silver Meadow) were paid out of the 2016/17 budget but there are limited costs profiled for the next financial year as a decision was made to delay opening until September 2018.
4. When a new school opens a Project Delivery Grant (PDG) is agreed between the local authority and the new provider. The PDG is a cost that should be budgeted for from the Growth Spend Analysis. In the case of Shinfield West for example a project group recently met with Floreat to discuss their draft budget for the next phase . Costs such as Headteacher designate are included in this grant.
5. New academies are funded by the DfE on their projected roll and as such the 7/12th calculation used for other expansion is not applied.
6. The Interim Assistant Director Education will be meeting with all new schools in this term to understand their projected ongoing costs within this financial year and for 2018/19.
7. Projected costs for 2017/18 are attached as Appendix 1 to this report. However the projections for Charvil, Windmill, Wheatfield, Montague Park and Bohunt should be noted in the context of paragraph 6 of this report.

Jane Winterbone
Interim Assistant Director Education
May 2017

Growth Spend 2017/18

		Pupil Numbers	Original Budget	Projected	Actuals YTD	Over/(under)s pend	Notes
	Floreat Silver Meadow		40,000				Opening Sept 2018
	Charvil	30	140,773				
	Windmill	30	102,459				
	Wheatfield	30	89,087				
	Floreat Montague Park		84,503				
	Bohunt		417,153				JW to meet with school
	Total New Schools		873,975	-	-	-	
NORTH	Colleton	25	39,579				
SOUTH WEST	Grazeley	15	23,748				
SOUTH WEST	Shinfield St Marys	30	47,495				
EARLEY	Loddon	30	76,472				
WOODLEY	Beechwood	15	23,748				
WOODLEY	Highwood	30	47,495	-		0	Extra 30 delayed until Sep 2017
	Total Bulge		258,537	-	-	0	
Total	235	£	1,132,512	£	-	£	-

£ -

2017/18 Budget £ 1,300,000

Variance £ **1,300,000**

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National Funding Formula Report

1 **Purpose of the Report**

To provide the Schools Forum with an update on the National Funding Formula (NFF). The report's object is highlight the propose changes in funding and the effect on Wokingham schools.

2 **Suggested Action**

The Forum is asked to note the contents of this report and work with the Council to ensure the borough achieve the appropriate NFF allocations for Wokingham schools.

3 **Background**

The government basis for creating NFF is to address the unfairness and lack of transparency of the current funding system. This is because similar schools within comparable local areas receive very different levels of funding, with little or no justification.

The aim of the change, referred to as Fairer Funding, is to ensure that all children can continue to benefit from high quality education, irrespective of locality or circumstances.

However, the Councils' response to the NFF Stage 2 consultation stated that the proposed funding positioning was unfair as it did not address WBC current low-funded base. The borough schools will remain at the bottom of the national league table and still be the lowest funded local authority compared to the neighbouring Councils despite the high attainments. Some points outlined were as follows:

- Lowest funded - benchmarking across neighbouring authorities and nationally
- Pupil progress - Local Authority risk assessments of schools have indicated that fewer schools were likely to gain the Ofsted "outstanding" grade due to the limited finances to identify and track pupils who make insufficient progress, and the related support to targeted interventions.
- Special Educational Needs - local schools are struggling to meet the needs of pupils with significant levels of special educational needs with dedicated support staff. This has resulted in more out of borough placements, and created pressures on the schools budget as a whole.

This is not a list of exhaustive factors covered by the consultation and others like pupil-led factors, lump sum reduction and baseline funding will be covered in detail by the NFF Task Force.

4 **Points to Explore**

1) Schools in Difficulties

Considerable numbers of schools are projecting deficit budgets for 2017/18 and beyond. Currently, the Council assist to keep schools operations afloat by offering loans to schools and off-set loan repayments against future funding. Considerations:-

- a. What will be the alternative support under the hard NFF from 2019/20, where schools will be funded directly by DfE?
- b. What will be DfE or schools arrangement to cover the current and future loans to avoid compounding the Councils pressures for limited funding?

2) Effect on Growth Expansion Projects

The NFF proposals (for 2018/19) state that they will allocate funding for growth on the basis of historic spend. This carries a significant risk where future growth does not follow the pattern established in the past. In particular where growth requires new schools rather than expansion of existing schools revenue costs per new place will (at least in the short term) rise significantly. In Wokingham's case six new primary schools are planned to open associated with the four Strategic Development Locations, and the timetables for opening must be flexible to allow for variations in build out rates. The first of these schools is expected to open in September 2018 and others may follow on in 2019 and 2020.

5 **Schools Position**

Current analysis indicates that WBC schools represent losses and gains (slightly more gains than losses) as shown in Appendix 1 attached.

6 **Next Steps**

- a. NFF Task and Finish group confirmed at March 2017 Forum meeting to consider challenges going forward and outline a programme of activity.
- b. Check for the announcement of the stage 2 outcome to address responses accordingly.

7 **Recommendations**

That the report is noted and that schools continue to work with the Council's Schools Finance Team to ensure an accurate financial reporting position to ensure that any emerging deficits are addressed in an appropriate manner.

Jane Winterbone
Interim Assistant Director Education
May 2017

APPENDIX A

WOKINGHAM SCHOOLS

Sum of Percentage change compared to baseline 2016-17

Column Labels

Row Labels

Gain

Loss

Aldryngton Primary School	1%	
All Saints CofE (Aided) Primary School		-1%
Bearwood Primary School		-1%
Beechwood Primary School		-1%
Bohunt School Wokingham		
Crazies Hill CofE Primary School		-1%
Earley St Peter's Church of England Voluntary Aided Primary School	2%	
Emmbrook Infant School		-1%
Emmbrook Junior School		-1%
Evendons Primary School		
Farley Hill Primary School		-1%
Finchampstead CofE VA Primary School		-1%
Floreat Montague Park Primary School		
Gorse Ride Infants' School		-1%
Gorse Ride Junior School	1%	
Grazeley Parochial Church of England Aided Primary School		-1%
Hatch Ride Primary School		-1%
Hawkedon Primary School	3%	
Highwood Primary School		-1%
Hillside Primary School	2%	
Keep Hatch Primary School	1%	
Lambs Lane Primary School		-1%
Loddon Primary School	3%	
Maiden Erlegh School		-2%
Nine Mile Ride Primary School	1%	
Oakbank		
Oaklands Infant School		-1%
Oaklands Junior School		-1%
Polehampton Church of England Infant School		-1%
Polehampton Church of England Junior School		-1%
Radstock Primary School	2%	
Rivermead Primary School		-1%
Robert Piggott CofE Infant School		-1%
Robert Piggott CofE Junior School		-1%
Saint Sebastian's Church of England Aided Primary School		-1%
Shinfield Infant and Nursery School		-1%
Shinfield St Mary's CofE Junior School		-1%
Sonning CofE Primary School		-1%
South Lake Primary School	3%	
St Crispin's School	3%	
St Dominic Savio Catholic Primary School	2%	
St Nicholas Church of England Primary, Hurst		-1%
St Paul's CofE Junior School	3%	
St Teresa's Catholic Primary School, Wokingham	1%	
The Bulmershe School	3%	
The Colleton Primary School	3%	
The Coombes Church of England Primary School		0%
The Emmbrook School	3%	
The Forest School	3%	
The Hawthorns Primary School	1%	
The Holt School		-2%
The Piggott School		
Waingels	3%	
Walter Infant School	3%	
Wescott Infant School		-1%
Westende Junior School	1%	
Wheatfield Primary School		
Whiteknights Primary School	3%	
Willow Bank Infant School		-1%
Willow Bank Junior School		-1%
Windmill Primary School		
Winnersh Primary School	3%	
Woodley CofE Primary School	2%	

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Schools Forum Forward Plan 2017 /18

19	July	Revenue Monitoring
		Final Settlement and variance
		Budget 2017-18
		High Needs Block review and projection
		Contingencies breakdown
		Review of resource bases

18	October	Revenue Monitoring
		High Needs Block
		Draft Proforma for Submission to EFA
		Contingencies breakdown

13	December	Revenue Monitoring
		Draft 2018/19 Budget
		Contingencies breakdown
		High Needs Block

24	January	Revenue Monitoring
		Contingencies breakdown
		High Needs Block

21	February	Revenue Monitoring
		Contingencies breakdown
		High Needs Block

28	March	Revenue Monitoring
		Contingencies breakdown

16	May	Revenue Monitoring
		Contingencies breakdown
		High Needs Block
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