



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **SCHOOLS FORUM** will be held at the Civic Offices, Shute End, Wokingham RG40 1BN on **WEDNESDAY 18 MARCH 2015 AT 9.00 AM**

A handwritten signature in black ink, appearing to read 'Andy Couldrick', written in a cursive style.

Andy Couldrick
Chief Executive
Published on 10 March 2015

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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

| | |
|------------------|---|
| Phil Armstrong | Maintained Nursery Headteacher |
| Ali Brown | Primary Head - Nine Mile Ride Primary |
| Louisa Gurney | Primary Head - Emmbrook Junior |
| Sally Hunter | Primary Head - Wescott Infant |
| Christine Hyatt | Primary Head - St Nicholas CE Primary |
| Brian Prebble | Primary Head - Rivermead Primary |
| Eileen Rogers | Primary Head - Gorse Ride Junior |
| Elaine Stewart | Primary Head - Aldryngton Primary |
| Ginny Rhodes | Secondary Head - St Crispins |
| Ann Keane-Mayer | Secondary Head - Waingels College |
| Liz Meek | Special School Head - Addington School |
| Dominic Geraghty | Special School Head - Southfield School |
| Mary Rome | Pupil Referral Unit - Foundry College Headteacher |
| Derren Grey | Academy Headteacher - The Piggott School |
| Janet Perry | Academy Business Manager - The Holt School |
| John Bayes | Governor, Chairman |
| Nick Dyer | Governor Vice Chairman |
| Mike Hutchinson | Governor |
| Wazir Khan | Governor |
| Paul Miller | Governor |

From the Primary Heads only 4 votes are allowed.

From the Special School Heads only 1 vote is allowed.

From the Early Years only 1 vote is allowed.

Non School Representatives

| | |
|---------------------|--|
| Vacancy | Oxford Diocese |
| Vacancy | Roman Catholic Diocese |
| Ian Pittock | Wokingham Borough Council |
| Stephen King | Wokingham 14-19 Partnership/Post 16 provider Bracknell & Wokingham College |
| Clare Sheppard | Early Years Forum |
| Charlotte Wilkinson | Early Years Forum |

Observers

| | |
|---------------------|---|
| Funding Reform Team | Education Funding Agency, Maintained Schools Division |
|---------------------|---|

| ITEM NO. | WARD | SUBJECT | PAGE NO. |
|----------|------|--|----------|
| 31 | | APOLOGIES To receive any apologies for absence. | |
| 32 | | MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting of the Forum held on 14 and 22 January 2015. | 7 - 16 |

| | | | |
|-----------|---------------|---|----------------------|
| 33 | | DECLARATION OF INTEREST To receive any declarations of interest. | |
| 34 | None Specific | EARLY YEARS FUNDING- FUNDING FOR 2 YEAR OLDS To receive and consider a report to give an update on the spending of capital and trajectory funds allocated to the development of funded two year old places since 2013 and to propose the balance be carried forward towards the Early Years budget. | 17 - 18 |
| 35 | None Specific | EARLY YEARS - COMPLEX NEEDS INCLUSION SUBSIDY REVIEW - UPDATE To receive and consider a report giving an update on the allocation of Complex Needs Inclusion Subsidy (CNIS) to Early Years providers and to confirm proposals for continued financial support. | 19 - 22 |
| 36 | None Specific | REVIEW OF THE MODERATION PANELS To receive and consider a verbal report on the work of the SEN Moderation Panels. | Verbal Report |
| 37 | None Specific | BUDGET PLANNING To receive and consider a report giving details of the budget planning process, which addresses concerns about the 2015/16 budget setting process and recommends new ways of budget planning. | 23 - 26 |
| 38 | None Specific | SCHOOLS BUDGET 2014/15 - FINANCIAL MONITORING To receive and consider a report giving details of the latest outturn position in the 2014/15 Schools Budget. | 27 - 32 |
| 39 | None Specific | FINAL 2015/16 SCHOOLS BUDGET To receive and consider the final Schools Budget for 2015/16. | 33 - 36 |
| 40 | None Specific | FORWARD PROGRAMME To receive and consider the Forum's work programme for 2015. | 37 - 38 |
| 41 | | 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 | |

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**MINUTES OF A MEETING OF THE
SCHOOLS FORUM
HELD ON WEDNESDAY 14 JANUARY 2015 FROM 9.15AM TO 12.40PM
This meeting was adjourned to be reconvened at
12.00noon on Thursday 22 January 2015**

Present:- .

WBC Member: *Ian Pittock*

Schools Members:

Primary Headteachers: *Brian Prebble, Ali Brown, Louisa Gurney, Sally Hunter, Christine Hyatt, and Elaine Stewart*
(only four votes allowed)

Secondary Headteachers: *Ann Keane-Mayer, Ginny Rhodes,*

Special Schools: – *Liz Meek, Dominic Geraghty (only one vote allowed)*

Pupil Referral Unit:– *Mary Rome*

Maintained Nursery Headteacher: *Phil Armstrong*

Governors: *John Bayes (Chairman), Nick Dyer (Vice Chairman), Wazir Khan, Paul Miller, Mike Hutchinson*

Academies Members: *Derren Grey, Janet Perry*

WBC Children's Services: *Matt Marsden*

Oxford Diocese:

Roman Catholic Diocese:

Early Years Forum: *Charlotte Wilkinson,*
(only one vote allowed)

Observers:

Also present:-

Donna Munday, Schools Finance Manager

Tricia Harcourt, Senior Democratic Services Officer

Alan Stubbersfield, Interim Head of Learning and Achievement, Children's Services

Alison Pugh, Early Years Team Manager (for Item 24)

PART I

23. MINUTES

The Minutes of the meeting of the Forum held on 17 December 2014 were confirmed as a correct record and signed by the Chairman.

24. APOLOGIES

An apology for absence was submitted from Clare Sheppard

25. DECLARATIONS OF INTEREST

In relation to Item 24, Early years Funding – Free Entitlement, it was noted that Charlotte Wilkinson was the owner of an early years provider.

26. EARLY YEARS FUNDING – FREE ENTITLEMENT REVIEW

The Forum received and considered a report, set out on Agenda pages 5 and 6, detailing proposals to allocate funding adjustments and unallocated resources for Early Years.

Alison Pugh presented the report and highlighted that there has been no increase in the Early Years funding base rate for 3 years and the only way that providers can increase their funding is through the formula. Many PVI providers are concerned about how they are going to meet running costs, in light of increases in rent and particularly minimum wage issues, so a review of funding was requested. It was noted that an in year adjustment amount of £97,000 had been received and they are requesting that it be ring fenced for Early Years and distributed amongst all providers as a one off payment.

Donna Munday clarified, that there would be no more capital and trajectory funding; and that historically Early Years (EY) funding was based on the places provided, but now this has changed to participation funding.

Early Years representatives pointed out that:

- In the national context, settings are seriously considering not taking funded 2 year olds, because it is too expensive, and there is a limited desire to expand places;
- It is estimated that nationally there is an underfunding of £800 per child for EY education;
- It is critical that this funding goes to the EY providers, as the PVI settings don't get the extra funding that maintained nurseries get;
- Maintained nurseries have more statutory requirements;
- Some PVI settings are withdrawing or closing, and some are only taking funded placements;
- Settings are losing staff to neighbouring areas as they pay more because their base level funding is higher - eg it is £5/per hour/per child in Reading and only £3.11 in Wokingham;
- the quality of provision is reducing
- it is acknowledged that Early Years education is important because of the impact it has on later years
- the money was for EY provision and should not be held back. It is known that the £97k has been received and there would be settings would be outrage if it was not distributed;

During the discussion the following points were made:

- There could be a clawback of funding if participation does not match the estimate;
- Pupil Premium is being introduced for 3 year olds and is likely to be extended to 2 year olds;
- There is a level of unpredictability in EY funding, so the money should be for EY;
- Trajectory and capital funding that was given in 13/14 which covered places;
- Is it better to keep some of the adjustment amount to use in future to smooth out any funding changes, particularly because of the uncertainty about the number of 2year olds;
- Morally it should be spent on those children in the EY settings now; not held back;
- Officers are aware that our neighbouring authorities are considering reducing their base rate;
- In the new model of funding for participation, settings will get money for the number of children they have;

- Settings have to claim each term and are paid on the 11th week each term for 80% of the estimated numbers with 20%;
- If the £97k was distributed to all the EY providers, settings would get £1000 and child minders £250;
- The current underspend indicated in the budget includes the £97k, and there is still one term's pay out;
- Suggest give half now and review in March;
- Suggest it could be ring fenced and kept as a 'sustainability pot, to give additional funds to those settings that are struggling;
- If the whole amount was distributed, it would have to be made clear that it was a one off payment and could not be relied upon to fund ongoing running costs;
- Suggest the whole amount is distributed now to all providers, to be used to support the quality of provision, such as funding training or additional equipment. Providers should feedback on how the additional funds were used.

RESOLVED: That the in-year adjustment to the Early Years budget of £97,000 from 2013/14 be ring fenced and distributed to Early Years providers, to be used to e make a positive impact on the quality of provision for the children in settings, such as funding training or quality of provision, such as funding training or additional equipment. Providers

27. SCHOOLS BUDGET 2014/15 – FINANCIAL MONITORING

There had been no material movements from the last monitoring report made at the December meeting.

No papers had been circulated for the following Items

27. DRAFT 2015/16 SCHOOLS BUDGET

The Forum received a copy of a summary sheet circulated at the meeting. A detailed breakdown of the proposed second draft of the budget had not been circulated because the DfE had continued to make changes to the allocations up until the day before the meeting.

Alan Stubbersfield pointed out that the indications are that the budget for 2015/16 which maintained current levels of spending would lead to an end of year situation where there was only a very small surplus to be carried forward to help support the 2016/17 budget. The predicted carry forward of £1.3m from 2014/15 was necessary to allow the 2015/16 budget to stay in surplus. There would be further pressures on the 2015/16 budget, which have not yet been included in the draft, because of the requirement to fund the immediate needs for setting up the new schools in the Borough which are planned to open in September 2016 - two primary schools and one secondary.

The Forum was asked to suggest what they felt would be the best way to reduce the level of spending in 2015/16. Donna presented an electronic version of the second draft of the 2015/16 budget, with an alternative which included suggested savings. However because Forum members had not had to opportunity to study the suggestions and consult with their groups it was agreed that the meeting should be adjourned and to allow for copies of the suggested budgets, with different models showing the impact of suggested reductions be circulated by email several days before the meeting.

RESOLVED: that the meeting should be adjourned and reconvened to allow for suggested budget information for 2015/16 to be circulated. The reconvened meeting will be on Thursday 22 January 2015 at 12.00, at the Civic Offices, Shute End, Wokingham.

28. APPROVAL OF CARRY FORWARDS

This Item to be considered at the reconvened meeting.

29. FINAL PROFORMA SUBMISSION

This Item to be considered at the reconvened meeting.

30 . DATES OF FUTURE MEETINGS AND FORWARD PROGRAMME.

This Item to be considered at the reconvened meeting.

These are the Minutes of a meeting of the Schools Forum

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**MINUTES OF A MEETING OF THE
SCHOOLS FORUM
HELD ON THURSDAY 22 JANUARY 2015 FROM 12.00 TO 3.00PM
RECONVENED FROM 14 JANUARY 2015**

Present:- .

WBC Member: *Ian Pittock*

Schools Members:

Primary Headteachers: *Brian Prebble, Ali Brown, Nicci Morris (deputising for Elaine Stewart)*

(only four votes allowed)

Secondary Headteachers: *Ann Keane-Mayer, Ginny Rhodes, Nigel Matthias, Emmbrook School and Chairman Secondary Heads Federation (none voting)*

Special Schools: – *Liz Meek, (only one vote allowed)*

Pupil Referral Unit:– *Mary Rome*

Maintained Nursery Headteacher:

Governors: *John Bayes (Chairman), Nick Dyer (Vice Chairman), Mike Hutchinson*

Academies Members: *Derren Grey, Janet Perry*

WBC Children's Services: *Matt Marsden*

Oxford Diocese:

Roman Catholic Diocese:

Early Years Forum: *Charlotte Wilkinson, (only one vote allowed)*

Observers:

Also present:-

Donna Munday, Schools Finance Manager

Tricia Harcourt, Senior Democratic Services Officer

Alan Stubbersfield, Interim Head of Learning and Achievement, Children's Services

Judith Ramsden, Director, Children's Services (for the beginning of the meeting)

This meeting was a reconvened meeting following the adjournment of the 14 January 2015 meeting.

27. DRAFT 2015/16 SCHOOLS BUDGET

During the discussion at the adjourned meeting, it was pointed out that an estimated £1.3m savings would need to be made in the Schools Budget, over the next two years to help support the 2016/17 budget. It was suggested that to ease transition this deficit could be made over 2 years, so a reduction in the Schools Block spend of £600,000 in the 2015/16 budget has been proposed.

Budget information had been circulated by email to Forum Members comprising:

- Draft 2015/16 Budget assuming the deficit is reduced by the proposed £600,000, including the deficit that needs to be recovered in 2016/17. The MFG protects and thereby constricts the amounts that can be recovered in year.
- Four possible options for achieving the required saving - each option shows the overall impact upon the Schools Block and how that might look to different kinds of typical schools.
- High level 3 year summary demonstrating the bottom line over the medium term and how this will effectively deal with the deficit
- Central Expenditure Options report shows opportunities that are currently being investigated to reduce central spend to make a contribution to the deficit.

Donna Munday reported that, WBC has strategy planning sessions booked to investigate options of how best to reduce this deficit over the medium term; as going forward new schools will be built. An Alternative Provision review is being carried out with intention of reducing Out of Borough placements. As the deficit is in the Schools Block at this stage recovering the funds from the schools block only, is being looking in to. Therefore at this stage no proposals have been made to impact Early Years or High Needs Block. This position may be subject to change.

During the discussion on the proposals put forward, and in light of a question as to why there is now mention of such a large deficit which has come 'out of the blue', the following points and responses were made:

- Recently, the DfE funding reforms led to different models of funding and we had been trying to manage the transition to protect schools from the impact of the changes.
- There has been a slow growth of primary pupil numbers, some schools have had to expand. The three new primary schools took £600k out of the DSG, and the growth fund is there to support them as they grow, as well as other schools as they expand.
- The figures in the S251 statement for 2013/14 do not seem to match those in the reported budget.
- The S251 statement is not a direct match with the budget figures because it combines Children's Services and schools' costings, and because it has to be submitted before the final allocations are known, it is based on best estimates to give a balanced budget, so does not accurately reflect the final budget spend.
- The first column in the circulated budget gives the S251 lines, but some of the spend in the S251 report includes other Children's Services spend not just the DSG.
- The predicted overspend in 2014/15 is about £607k, which is covered by the carry forward from 2013/14.
- The schools budget allocations have increased because of the increase in pupil numbers, and the inclusion of actual numbers in the free schools.
- When pupil numbers in existing schools increase, there is a lag in funding, of 7 months because the increase is only funded in the next financial year, following the January census.
- A simpler format for the budget that would allow more understanding of the allocations and spending would be useful.
- Agree that the Forum did not have enough notice of this deficit situation at the end of 2015/16, and the requirement to make savings, which should not be repeated.
- The predicted overspend at the end of 2014/15 could increase if there is an additional SEN pupil needing an expensive placement.

- The Moderation Panel has only spent £75k this year with a budget of £250k does this mean it is not working properly – a review of the process was requested some months ago to establish how funds are accessed and used;
- Many Forum members feel that the Moderation Panel is working, though it is difficult to access funds; a review will be done and the estimate for 2015/16 has been set at £200k.
- Can the £200k be afforded? SEN funding is demand led and has to be funded. However there is not a bottomless pit.
- Looking at the £100k allocated in the School Specific Contingency for schools in financial difficulty, has any been spent this year?
- Only maintained schools contribute to that contingency and it can only be allocated for use by maintained schools. Currently £87k has not been spent.
- Academies would find it useful to have clarity around which lines they have been had allocations from.
- Details are in the Funding Agreements.
- The consultation on the new formula carried out in 2013/14 included several meetings for schools to explain the proposals, and individual visits to governing body meetings; giving schools ample opportunity to find out the details. The response to the consultation was the highest in the SE.
- The de-delegations were agreed at the Forum by both Primary and Secondary representatives.
- A national funding formula is being introduced and now we can only have minor discretions to make changes – we are constrained by the Regulations.
- Schools will still be protected by the Minimum Funding Guarantee (MFG).
- It is possible to move amounts between the Schools Block and the High Needs Block or the Early Years Block, ie a surplus in the High Needs Block would counter balance a deficit in the Schools Block.
- Suggest limiting the Moderation Panel amount in 2014/15 to £125, which would give a saving of £75k.
- When the 2013/14 budget was set there was a surplus, but now the situation is different; has what other authorities are doing in similar situations been looked at?
- Benchmarking will be carried out but it is difficult to find a like for like authority.
- The £100k in the School Specific Contingency for schools in financial difficulty had not been used in 2013/14, so could be taken out.
- Concerned about vulnerable small primaries if contingency is removed.
- Is it time to rethink the de-delegations?
- Schools get 3 years to come out of a deficit budget situation, and there would be a mechanism to create a growth fund to support them; the MFG will afford some protection.
- Only maintained schools are allowed to have a licensed deficit budget.
- If all the de-delegations go back to schools there might not be enough for some schools to buy back as a traded service to meet their needs - eg Primary Behaviour Support.
- The amount in line 1.2.4 – Fees for pupils at independent special schools - has been reduced by £350k to reflect the reduction in the number of out of Borough placements, however there is an increase of £546k for the new requirement to fund 19 to 25 year olds. The assumption has been made that there are 91 pupils in that category.
- If schools' budgets are cut there could be a potential for redundancies which would impact on the quality of provision.

- Schools do need to know the proposed level of the AWPU for 2015/16 so that they can plan ahead.
- Could the allocation in line 1.4.1- Support to under-performing ethnic minority groups and bilingual learners be reduced – be reduced; is there any evidence of the support having an impact? If it were delegated again it would help to maintain the level of the AWPU.
- If the allocation in line 1.4.1 was top-sliced and divided among the total number of schools it would mean the secondaries would suffer, if it was put back into the ‘pot’ and allocated by pupil numbers, that would be more even.
- The de-delegated amounts are really ‘luxury items’; could we look at cutting them.
- As they relate to centrally provided services, any cut requiring central staffing cuts would not be able to be implemented for 1 April 2015. It might be possible for later in the year.
- Do other authorities apply the maximum Lump Sum of £175k?
- It seems there is an inclination to protect the level of the AWPU.
- There needs to be more information on each budget line, so that a review can be made of options to make savings.
- 2015/16 schools budget is driven by the new schools; we don’t have figures to show the impact on the growth of DSG funds, as these schools are operating not at full capacity. There are on-going discussions to try and formulate a 5 year plan. There should be more clarity for the March meeting of the Forum.
- There has long been a consensus within the Forum of working together to support small primaries because they feed into what happens at secondary level. Concern was expressed that it seems that some secondaries are now pulling away from this to look after ‘number 1’.
- Generally secondaries understand that primaries and early years are the engine for what they do.

It was suggested that a decision should be made on the Options for making savings which can be included in the Proforma. Once the amounts have been submitted in the Proforma changes cannot be made.

However, Officers indicated that in-year savings could be identified and the forecast outturn position changed at the end of 2015/16 which would be used to support the 2016/17 budget. There will be a programme of work to review each line and report back to Forum, on savings that could be made to minimise the reduction in the AWPU.

Comment was made that the review of the functioning of the Moderation Panel, although promised several months ago, was still outstanding.

It was suggested that Option 1 – taking £600k from the AWPU, but leaving both Lump Sums at £175k, would spread the reductions evenly as it relates to pupil numbers, but that reductions should be made in the budget by reducing the allocation to the Moderation Panels in line 1.2.1 to £150k; and the allocation of £100k in line 1.1.2 for Schools in Financial Difficulty should be removed, with the savings included in the AWPU. Also that in-year savings should be identified to minimise the reduction in AWPU.

Apart from one secondary head all voting Forum Members present agreed which Option to pursue, and it was

RESOLVED: that the 2015/16 Schools Budget should be based on Option 1 which is to take £600k from the AWPU, but leave both Lump Sums at £175k, as set out in the 4th draft Schools Budget circulated to members, with additional changes of reducing line 1.2.1

Moderation Panels from £200k to £150k, and removing the £100k allocation in line 1.1.2 School Specific Contingencies for Schools in Financial Difficulties, and distributing them through the AWPU.

There were no votes in favour of any of the other options.

28. APPROVAL OF CARRY FORWARDS

In light of the decisions made in relation to the proposed 2015/16 Schools Budget, it was

RESOLVED: that the carry forwards proposed in the draft 2015/16 budget be agreed..

29. FINAL PROFORMA SUBMISSION

In light of the decisions made in relation to the proposed 2015/16 Schools Budget, it was

RESOLVED: That the Proforma as submitted to the December meeting be approved, subject to the amendments agreed above.

30. DATES OF FUTURE MEETINGS AND FORWARD PROGRAMME.

The dates of future planned meetings and work programme were noted:

18 March, 20 May, 15 July, 23 September, 21 October and 16 December 2015

20 January, 16 March, 18 May 2016.

Meetings start at 9.00/9.15am except 20 May meeting which will start at 1.00pm.

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SCHOOL'S FORUM

Early Years Funding – Funding for 2 year olds

Purpose of report

- 1 To update school's forum on the spending of capital and trajectory funds allocated to the development of funded two year old places since 2013 and to propose the balance be carried forward towards the Early Years budget.

Funding allocation by the Government

- 2 In 2013-14, Wokingham was allocated £231,152 trajectory funding and £150,649 capital funding to develop places in early year settings for funded two year olds. In 2014-15, an additional £89,867 was allocated as trajectory funding. This is a total of £471,668 for both trajectory and capital funding over two years.

Spending

- 3 Capital funding has been spent on the development of a unit for two year olds at Loddon Primary School in the building originally designated as Riverdale Children's Centre which closed in 2013. In addition, bids for projects to increase the number of funded two year old places were invited from pre-schools and nurseries. The total amount spent to date and agreed spending by the end of the current financial year is approximately £180K with agreed projects including adaptations to existing buildings, safe outdoor areas for two year olds and employment of additional staff. One pre-school has employed an additional worker to specifically encourage parents in the area to take up the free entitlement for their two year olds.
- 4 Over the past two years, a wide range of training to support the early years workforce in understanding the developmental needs of two year olds and support for their families has been provided free of charge.
- 5 Currently £270K of the Early Years budget remains unspent; however, with the increased housing developments in Wokingham providing some social housing and the probability that maintained school nursery classes will be encouraged to admit funded two year olds in the future, it is anticipated that funds will be required to further develop places for funded two year olds, particularly in identified areas of sufficiency such as Woodley and central Wokingham.

Proposal

- 6 It is proposed that the £270K underspend from the Early Years budget be carried forward and allocated towards the Early Years budget. Of the £270K, it is proposed that £100K be used for the further development of places for funded two year olds and the remaining £170K be kept as a contingency fund for possible additional 2, 3 and 4 year old funded places.

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SCHOOLS FORUM

Early Years Complex Needs Inclusion Subsidy Review

Purpose of report

- 1 Annual report on the allocation of Complex Needs Inclusion Subsidy (CNIS) to Early Years providers and to confirm proposals for continued financial support.

Background

- 2 Early Years providers can apply for Complex Needs Inclusion Subsidy (CNIS) in order to support individual children with additional needs attending their setting. The subsidy takes the form of a financial payment to the setting which can be used to provide additional support in order to ensure the child can fully access the early years curriculum and have opportunities to enjoy experiences that will enhance and promote development.
- 3 From the same budget allocation, early years providers can apply for the Early Intervention Grant (EIG) which is awarded in situations of exceptional need but not for an individual child. For example, a nursery was experiencing difficulties with several children demonstrating challenging behaviour. The EIG of £500 enabled the setting to conduct home visits to identify how parents responded to their child's behaviour in the home and put consistent boundaries in place both at home and in the nursery.
- 4 During the year the process for CNIS applications has being reviewed to be more in line with the school SEN cluster moderation process. The membership of the CNIS panel now includes representation from various early years sectors including those from maintained, private and voluntary providers and has an independent chair who is also chair of the SEN Panel. As with the cluster moderation process, the CNIS panel recognises that settings should be both challenged and supported to meet the needs of the children. The importance of demonstrating the impact of any additional support is expected by the panel and paperwork submitted with the application must reflect how this will be achieved. The SENCO representatives from PVI settings attend the cluster moderation meetings in the Summer term to support financial applications for transition

Annual spending and numbers of children supported

- 5 The CNIS process supports in the region of 35 children per term in early years providers across the borough, in private, voluntary, independent and maintained nursery settings and during the financial year 2014-15 a total of 60 children with SEND have been supported. To date we have agreed £ 81,715 to support children with complex needs in early years settings.
- 6 In most cases, the money from CNIS is used to partially fund the wages of an additional member of staff, employed to specifically support the needs of the

individual child. The subsidy however does not fully cover these costs and settings who accommodate children with complex needs often find that additional financial pressures make it increasingly difficult to remain sustainable.

EIG- 20 early years providers have been supported during the financial year 2014-15 with EIG payments (£10K)

Impact

- 7 All applications for CNIS are for children known by the Early Years Support Services to have needs requiring the intervention of specialist services, with some children already having a diagnosis from birth. CNIS has enabled these children to access mainstream early years provision, mainly through 1:1 support, where they can be included in all the activities available and become part of the community. Without this financial support, most early years settings would not be able to meet the individual needs of children with SEND to the same extent and are not funded in the same way as schools; there is no centrally- allocated funding to support children with additional needs.
- 8 **Use and impact of EIG-** Settings have used the EIG to fund support for a wide range of interventions, such as Speech and Language support for groups of funded 2 year olds, structured conversation meetings with parents, support for groups of children with EAL who were new to the country, home visits, staff training, support for groups of children with settling- in difficulties and additional hours for staff to make resources such as visual timetables, communication books and games for parents to play with their children at home. These interventions have been mainly successful in that they have provided short- term support for groups of children and families resulting in no further intensive support being required; beneficial for both the providers and the children involved.

Current financial support

- 9 CNIS is currently paid proportionately depending on the number of hours per week a child attends to a maximum rate of £825 per term for a child who attends a setting for 15 funded hours a week. This means that a maximum amount of £28,875 is paid for 35 children accessing 15 hours of provision in an early years setting every term. Not every child accesses the full 15 hours however; some children access 12hours or 9 hours of free entitlement and the payment is adjusted accordingly.

Proposal

- 10 It is proposed that School's Forum continue to allocate the budget of £108K to enable early years providers appropriately meet the needs of children with SEND and that the maximum rate of CNIS allocation be increased to £1000 for a child attending 15 hours per week. The extra money would also contribute to financing the additional work involved with cluster moderation and the new expectation on early years providers to attend person-centred reviews in line with Education and

Health Care Plan requirements for children in the setting. Settings in receipt of this funding may be included as part of an annual funding audit and practice and impact will continue to be regularly monitored by the Early Years Support Services. The EIG would also continue to be allocated from this budget and settings be encouraged to share examples of success with others.

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SCHOOLS FORUM

Budget Planning

Purpose of the Report

- 1 The purpose of this report is to recommend new ways of budget planning for the future to address concerns addressed about the 2015/16 budget setting process.

Suggested Action

- 2 The Forum are asked to agree the recommendations and to nominate interested parties to form a Forum sub working group .

Background

- 3 In setting the budgets for the financial year 2015/16, Wokingham Schools Forum agreed a reduction in AWPU's to ensure sufficient reserves were maintained to avoid Wokingham DSG going into deficit in the coming years. Concerns were raised as to how we have ended up in this position, and why schools were not given more notice of what will result in a cut in funding to schools. The annex to this report captures the chronology of events that led to the decisions being taken.

Through reviewing the chronology of events the key issues to be addressed moving forward are:

- to engage Forum with budget discussions earlier in the year
- to have a medium term vision of the future to enable better strategic planning
- to create a meeting space in which appropriate exploratory discussions can take place.

Recommendations

- 4 The recommendations from this paper are;
 - To develop a 5 year medium term financial plan each year.
 - Create a Forum sub working group to review and challenge the assumptions of the plan.
 - A high level early indicative budget for the following year is presented in July to the Forum.

Appendix 1. Chronology of events leading to 2015-16 budget setting

- 1 We need to go back to the **2013/14 budget setting** to understand the audit trail. Funding reforms introduced then added complications to budgets by removing previous de-delegated items such as More Practical Learning Options, Free School Meals, Schools kitchen repairs etc. which were distributed to schools for them to source. Other changes such as the removal of inter authority recoupment for out of borough placements to be replaced by direct commissioning and recovery by individual schools added further complications to the funding streams and potential pressures on schools.
- 2 Fundamentally though, in 2013/14 we had the introduction of the 3 new Primary Schools in the Borough which led to an increase in the provision for growth pot of £445k against previous provisions for bulge classes. The impact of this was moving from a relatively balanced position to an in-year deficit of £494k with a surplus carry forward balance position of (£978k). The reason for this provision was the change in legislation which means a reliance on local support to establish viable new schools.
- 3 The outturn for 2013/14 showed a £677k under spend against a revised budget of £544k resulting in a final surplus in year of (£133k). The movements were predominantly around underspends in Early Years, School Kitchens, Fees for independent Special Schools and unspent Schools specific contingencies. These were partially offset by pressures from funding reforms for SEN funding to academies, additional top up fees, and additional funds distributed to schools. This improved position resulted in the carry forward reserve of £1,607k.
- 4 At the May 2013 Forum when the budget was presented, a high level 10 year budget was also presented for comment, highlighting a number of the issues and pressures for the future. The recommendation from the item was to set up a working party to review the forward look and create a strategic view of decisions to be taken. An invitation for volunteers for the working party as captured in the minutes (item 57) was offered but not taken up.
- 5 **The budget of 2014/15** was set with an in year deficit of £603k against the surplus identified above resulting in a proposed carry forward surplus of (£1,004k). At this level of distribution / expenditure, the reserve would have had sufficient funds for 2015/16, but would be running with a carry forward deficit of £202k in 2016/17 suggesting cuts would be required to funding in future years.
- 6 The main movements between the outturn position from 2013/14 and the 2014/15 budget were:
 - £962k increase in budget in Independent special schools reflecting anticipated falls in income from Health and the extension of provision required for adults up to 25 years old.
 - Redressing the underspends in Early years from 2013/14 with the knowledge of having to target 2 year olds in 2014/15 - £743k,
 - £516k increase in provision for SEN following consultation
 - £250k introduction of moderation panels.This was partially offset by reductions in DSG allocations from anticipated roll numbers from the Forest Academy Conversion, reduction in funding required for support for inclusion (2013/14 had included a one off amount for Aspire), staff savings and a carry forward for Family support workers (£346k)
The revenue monitoring report presented in December 2014 showed an improved position to budget of (£379k), as reported under Budget Monitoring. This suggested the outturn position to be an in year deficit of £225k with a carry forward position of (£1,382k).
- 7 **Budget setting for 2015/16**

- 8 In July 2014 Brian Grady attended Forum at the request of the Director of Children's service highlighting the task of delivering 14% efficiency savings over the coming years for Children's services and the need for Partnership working with Schools & School Forum to seek opportunities for invest to save and shared ownership.
- 9 In October's Forum, the minutes capture the introduction of the uplift in the Secondary Lump Sum to £175k noting the £396k incremental cost from the decision, would not adversely impact Primary Schools as they were protected from the extra Per Pupil Funding through the introduction in 2015/16 Minimum Funding Level, an additional £500k. In December the 1st draft budget was presented, recognising this was an early draft and errors had been identified in the EFA tool for setting budgets, further amendments would be required. The budget showed an in year deficit of £951k with a carry forward surplus of (£431k).
- 10 The minutes quote "The only way the proposed budget for 2015/16 is in surplus, is because of the amount carried forward from 2014/15; such a carry forward is unlikely at the end of 2015/16 which would mean that assuming no growth in the allocations, a deficit budget may be a possibility. Alan Stubbersfield agreed that there will be difficult times ahead, such as have not been seen before."
- 11 It was highlighted at the time that the budget presented did not include the necessary additional growth values for new schools coming on board. The next item on the agenda was agreement to funding for posts within WBC, where Forum took the decision to approve £65k of funding in 15/16.
- 12 At the Forum of the 14 Jan 2015, an electronic version of the budget was presented having factored in a number of movements including:
- additional pressure expected from 16-25 year old funding of £546k,
 - an increase in the growth pot of £265k to take account of anticipated Bulge classes
 - start-up costs of 1 Secondary and 2 Primary Schools anticipated to go live from Sept 2016, partially offset from additional funding for Minimum Funding Levels (£500k).
- 13 Recognising an unsustainable position arising from the in-year deficit as a starting position, and looking forward 3 years with 3 new schools in the Borough from Sept 2016, suggested that cuts were required to maintain a viable budget. Given the nature of minimum funding guarantees, cuts in year are limited and it was highlighted that the necessary cuts would have to be staggered across 2015/16 and 2016/17 to meet demands in 2016/17. A number of options were modelled to show the effect on Schools, including a cut in AWPU, cuts in Lump Sums, and combinations of the two.
- 14 The meeting was adjourned to allow time for members to consider the options presented, for further analysis to be undertaken and for an intervening exploratory meeting of Forum members and interested parties.
- 15 The Forum reconvened on the 22nd Jan allowing members time to understand the options being presented. The recommendation from WBC was to achieve a £600k reduction in allocated budgets to maintain a sustainable position through 2016/17 and beyond. The recommendation was to reduce AWPU as the fairest and most equitable means for any reduction.
- 16 The table below shows the movements in the budget positions presented.

DSG budgets

| | Final Budget 14/15 | Draft Budget presented to Forum Dec | Draft Budget presented to Forum of 14 | Draft Budget presented to Forum of 22 |
|--|-----------------------|---|---|---|
| In year deficit | 603 | 951 | 866 | 765 |
| Brought forward (surplus) / Deficit | -1607 | -1382 | -1382 | -1382 |
| Carry forward (Surplus) / Deficit | -1004 | -431 | -516 | -617 |
| Net in year movement | | | -85 | -101 |
| Movement in budget | | | | |
| Growth fund anticipated buldge classes Hawkedon & St Crispins + 3 x new schools Sep 16 | | | 265 | |
| 13/14 savings in provision for pupils with SEN not ongoing | | | 49 | |
| element 2 post 16 direct from EFA to post 16 providers 16-25 years ,lagged funded | | | 546 | |
| December Forum decision to part fund Assist and EWO | | | 65 | |
| Increase in funding notified 17/12/14 net of impact from new pupils | | | -472 | |
| Impact from changes to AWPU from option 1 | | | -538 | |
| Reduction in contingency for schools in financial difficulty | | | | -100 |
| Total of movements | | | -85 | -100 |

Matt Marsden
Finance Business partnering manager
March 2015

SCHOOLS FORUM

Schools Budget 2014/15 Financial Monitoring Report – March 2015

Purpose of the Report

- 1 The purpose of this report is to provide details of the outturn position on the Schools Budget funded by the Dedicated Schools Grant (including EFA funding) and Pupil Premium Grant.

Suggested Action

- 2 The Forum are asked to note the contents of this report.

Update

- 3 The Final budget report presented at the July 2014 Forum showed an outturn position of (£1,004k) as at the end of March 2015. There is a net movement of (£462k) forecast against the budget, an (£83k) variance from that previously reported

The material forecast movements are highlighted below.

| | | | |
|---|--|---------|---------|
| 4 | Material movements | £'000's | £'000's |
| | Budgeted deficit / (surplus) | | -1,004 |
| | Previously reported in year variance to budget | -386 | |

Material movements in period:

| | | |
|---|------|--|
| Early Years Block Allocation inc exp for Education of Children under 5s in Private/voluntary/independent settings | 118 | |
| School-specific contingencies | -15 | |
| Early Years Contingency | -45 | |
| Provision for pupils with SEN (including assigned resources) | -55 | |
| Moderating Panels | -150 | |
| Support for inclusion | 11 | |
| Fees for pupils at independent special schools & abroad | -145 | |
| Pupil growth/ Infant class sizes | 209 | |
| Insurance | 36 | |
| Staff costs - supply cover (not sickness) | 1 | |
| Reduction in DSG countered by an increase in summer school grant | -48 | |
| | -462 | |

| | | |
|---|--|--------|
| Carry forward deficit/ (surplus) to 15/16 | | -1,466 |
|---|--|--------|

- 5 Appendix A shows the budget in detail, noting the relevant sections of the DSG, and which items are delegated and where appropriate subsequently de-delegated. Each movement has a comment explaining the variance. The three largest movements are pressure in the funding of Pupil growth, an additional £110k has been required by Charvil Piggott and a further £97k spent on bulge classes in maintained primary schools. Whilst funds were anticipated to be spent on out of borough placements (£145k), these placements will only take effect in 2015/16. Monies that had been allocated to the Moderation panels are not anticipated to be spent in this financial year (£150k).

- 6 Appendix B shows a breakdown of central expenditure over the last three years as requested at 22nd January 2015 Forum. This will be an area that the proposed Schools Forum sub group would consider as part of the longer term 5 year strategy.

Donna Munday
Schools Finance Manager
March 2015

Schools Budget 2014/15

| | S251 line no. | S251 title | FINAL Budget 2014/15 | Forecast as at the end of Feb 2015 | Movement as at the end of Feb 15 | Comments on Movement from FINAL budget |
|-------------------------|---------------|---|----------------------|------------------------------------|----------------------------------|--|
| SB | 1.0.1 | Schools Block Allocation excl Academies | 71,054 | 71,154 | 100 | Additional Income received distributed to schools |
| | | UIFSM Revenue / Start Up | 1,298 | 1,298 | 0 | |
| HNB | 1.0.1. | High Needs Block allocations | 6,187 | 6,187 | 0 | |
| | 1.0.1. | Pupil Premium excl Academies | 2,513 | 2,554 | 41 | Additional Income received distributed to schools |
| EY | 1.0.1a | Early Years Block Allocation inc exp for Education of Children under 5s in Private/voluntary/independent settings | 6,349 | 6,317 | (32) | Includes accruals for £97k surplus distribution agreed December Forum; and £270k 2 year old trajectory funding to carry forward as proposed |
| | | Total ISB and PVI allocations | 87,401 | 87,510 | 109 | |
| | 1.0.2 | Pupil Premium allocated to schools - mainstream | 47 | 47 | 0 | |
| | 1.0.3 | Pupil Premium in non-mainstream settings | 23 | 23 | 0 | |
| De-delegated in 2013/14 | 1.1.2 | School-specific contingencies | 167 | 302 | 135 | £60k contribution to Aspire, £45k contribution to Implementation of Children and Families Act, £45k contribution to Early Years Training Programme £15k autumn term exclusions clawback |
| | | NQT Induction | 32 | 32 | 0 | |
| EY | 1.1.3 | Early Years Contingency | 229 | 184 | (45) | |
| HNB | 1.2.1 | Provision for pupils with SEN (including assigned resources) | 2,268 | 2,164 | (104) | With the introduction of EHCP's in September the number of statements produced in the summer term fell resulting in a sharp rise in EHCP's in the autumn. An accrual has been made for those EHCP's which will be finalised this month anticipating a back dated payment. |
| | 1.2.1 | Moderating Panels | 250 | 100 | (150) | Next panel meets Marcg 25th |
| HNB | 1.2.2 | Provision for pupils with SEN, provision not included in line 1.2.1 | 123 | 119 | (4) | |
| HNB | 1.2.3 | Support for inclusion | 627 | 611 | (16) | EP's Salary saving |
| HNB | 1.2.4 | Fees for pupils at independent special schools & abroad | 6,144 | 5,655 | (489) | Budget was set at a time when the impact of legislative changes for 16-25 year olds in FE sector was an unknown and will continue to be for the next 4/5 years. This year we have experienced more leaving in July 14 than starting in Sept 14 as was reported at previous Forum, In February 4 Early Alert Pupils have now moved to the next Financial Year, we currently have 6 pupils leaving this summer and 3 known new starters in September |
| HNB | 1.2.5 | SEN transport | 230 | 230 | 0 | |
| HNB | 1.2.7 | Inter-authority recoupment | - | - | 0 | |
| HNB | 1.3.1 | Pupil Referral Units | 504 | 504 | 0 | |
| De-delegated in 2013/14 | 1.3.2 | Behaviour Support Services | 321 | 321 | 0 | |
| HNB | 1.3.3 | Education out of school | 636 | 642 | 6 | BAU salary backdated payment |
| Delegated in 2013/14 | 1.3.4 | 14 - 16 More practical learning options | - | - | 0 | |
| De-delegated in 2013/14 | 1.4.1 | Support to under-performing ethnic minority groups and bilingual learners | 146 | 146 | 0 | |
| SB | 1.4.10 | Pupil growth/ Infant class sizes | 600 | 710 | 110 | Additional funding required by Piggott Charvil |
| SB | 1.4.5 | Carbon reduction commitment allowances | - | - | 0 | |
| Delegated in 2013/14 | 1.5.2 | Free school meals - eligibility | | | 0 | |
| SB | 1.5.4 | School kitchens - repair and maintenance | | 103 | 103 | Contribution by Forum to the introduction of UIFSM |

Schools Budget 2014/15

| | S251 line no. | S251 title | FINAL Budget 2014/15 | Forecast as at the end of Feb 2015 | Movement as at the end of Feb 15 | Comments on Movement from FINAL budget |
|-------------------------|---------------|--|----------------------|------------------------------------|----------------------------------|---|
| De-delegated in 2013/14 | 1.6.1 | Insurance | 558 | 594 | 36 | Parental Leave Payments, change in legislation has increased take up. |
| SB | 1.6.3 | School admissions | 281 | 281 | 0 | |
| De-delegated in 2013/14 | 1.6.4 | Licences/subscriptions | 224 | 216 | (8) | saving on Capita license |
| SB | 1.6.5 | Miscellaneous (not more than 0.1% total of net SB) | 92 | 87 | (5) | |
| SB | 1.6.6 | Servicing of schools forums | 4 | 4 | 0 | |
| De-delegated in 2013/14 | 1.6.7 | Staff costs - supply cover (not sickness) | 369 | 370 | 1 | Maternity Insurance |
| | | Total Central Expenditure | 13,875 | 13,445 | (430) | |
| | 1.8.1 | TOTAL SCHOOLS BUDGET | 101,276 | 100,955 | (321) | |
| | | Dedicated Schools Grant | 92,077 | 92,029 | (48) | |
| | | Additional School Grants | 333 | 475 | 142 | Summer school grant Feb notification |
| | | UIFSM Revenue | 1,298 | 1,298 | 0 | |
| | | Education Funding Agency | 4,381 | 4,384 | 3 | |
| | | Pupil Premium Grant | 2,583 | 2,627 | 44 | Feb notification of PPG |
| | | TOTAL FUNDING | 100,672 | 100,813 | 141 | |
| | | Total in-year (surplus)/ deficit | 604 | 142 | (462) | |
| | | Brought Forward (surplus) /Deficit balance | (1,607) | (1,607) | 0 | |
| | | TOTAL YEAR-END (SURPLUS)/DEFICIT | (1,004) | (1,466) | (462) | |

| s.251 | Description | 2012/13 Actual | 2013/14 Actual |
|--------------|---|---------------------------|---------------------------|
| 1.0.2 | Pupil Premium allocated to schools - mainstream | 22 | 26 |
| 1.0.3 | Pupil Premium in non-mainstream settings | 34 | 18 |
| 1.1.2 | School-specific contingencies | 744 | 306 |
| 1.1.3 | Early Years Contingency | 172 | - |
| 1.2.1 | Provision for pupils with SEN (including assigned Moderation Panel) | 1,433 | 1,752 |
| 1.2.2 | Provision for pupils with SEN, provision not inclu | 110 | 116 |
| 1.2.3 | Support for inclusion | 425 | 973 |
| 1.2.4 | Fees for pupils at independent special schools & Element 2 funding for post 16 | 4,931 | 5,182 |
| 1.2.5 | Independent special schools Home to School Tra | 230 | 230 |
| 1.3.1 | Pupil Referral Units | 712 | 460 |
| 1.3.2 | Behaviour Support Services | 619 | 487 |
| 1.3.3 | Education out of school | 485 | 618 |
| 1.4.1 | Support to under-performing ethnic minority gro | 134 | 123 |
| 1.4.10 | Pupil Growth / Infant Class size | | 639 |
| 1.6.1 | Insurance | 568 | 578 |
| 1.6.3 | School admissions | 272 | 283 |
| 1.6.4 | Licences/subscriptions | 191 | 241 |
| 1.6.5 | Miscellaneous (not more than 0.1% total of net ! | 92 | 74 |
| 1.6.6 | Servicing of schools forums | 4 | 4 |
| 1.6.7 | Staff costs - supply cover (not sickness) | 415 | 395 |
| | Total Central Expenditure | 11,594 | 12,503 |

| 2014/15 Forecast | 2015/16 Budget | Commentary |
|---------------------|-------------------|---|
| 47 | 50 | Pupil Premium passported to settings of LAC children |
| 23 | 25 | Pupil Premium passported to settings of LAC children |
| 334 | 164 | consisting of £65k from December forum for WBC services, £25k LSCB, £7k Music for All, £35k contingency for in year revaluations and changes in NNDR & HNB, £32k NQT induction training |
| 184 | 229 | Amount held for new start up settings / nurseries /childminders, sustainability payments mid year pupils |
| 2,164 | 2268 | Applied Behaviour Analysis program £68k, Sensory Impairment Contract £265K (14/15 declared £49k underspend), Equipment Purchases £122k, NWPU funding,£1,813k |
| 100 | 150 | Available for distribution to exceptional circumstances or needs |
| 119 | 100 | Equipment purchases |
| 611 | 577 | £527k staff costs of Home to School Liason Team 10 FTE @ £299k, Early Years Inclusion Team 2.5FTE @ £132k, Learning Support Team 2FTE @£96k, £50k Internal Recharge |
| 5,655 | 5794 | £5,774k fees for independent special schools and charitable organisations covering 117 pupils, £20k Internal Recharge |
| | 546 | Estimate of Element 2 place funding for 16-25 year olds following change in regulations in December 2014 |
| 230 | 230 | Contribution to Corporate Transport for Home to School Transportation for pupils with Special needs. |
| 504 | 500 | Foundry College |
| 321 | 321 | Foundry College |
| 642 | 600 | Foundry College £450k & BAU £128k & £22k contingency |
| 146 | 146 | £128k Ethnic Minority Achievement Team staff costs 2.1FTE, £18k Internal Recharge |
| 710 | 765 | Bulge Class Funding Hawkedon £52k, Shinfield £54k, Colleton £47k, Grazeley £35k, St Crispins £65k, Diseconomies of scales Funding Charvil £148k, Wheatfield £92k, Windmill £140k, project set up costs Arbofield £33k, Spencers Wood £33k, Montague Park £33k, Contingency £32k |
| 594 | 558 | Premises and Employee Related Insurances |
| 281 | 281 | £188k Admissions Staff Costs 6.2 FTE £93k Internal recharges |
| 216 | 224 | £176k Capita, £48k Educational licenses |
| 87 | 92 | £84k Internal Recharge £8k cost of Inspecting equipment |
| 4 | 4 | Internal recharge |
| 370 | 369 | Teaching Staff cover - maternity, jury service, union duty time |
| 13,342 | 13,993 | |

.00 Final Schools Budget 2015/16

Purpose of the Report

.01 The purpose of this report is to finalise a Schools Budget for 2015/16.

Suggested Action

.02 Members are asked to consider and comment upon the attached budget and to reach agreement that this budget will be submitted to the DfE by 31st March 2015.

Background

.03 At the last Forum it was agreed that Option 1 would be chosen (ie a reduction of £600k in AWPU) to form the basis of the 2015/16 budget and it was to be submitted to the EFA.

.04 Changes from January Budget

Further to this submission the EFA came back and queried the number of places estimated for academies. LA's are required under the December legislation to estimate the number of pupils who will start at Academies and Free Schools in the forthcoming September. The estimate submitted was initially considered too low but was on the 26th of February accepted.

The attached Budget in Appendix A has been amended to reflect the change in estimated pupil numbers. From September 2015 we are estimating an additional 172 pupils will start in our non-maintained schools. As these are not on any census yet we have not received funding for these pupils which therefore is an additional pressure on our AWPU rates. Following submission funding for non-maintained schools has increased by £459,00 to £22,241,000

For any school who was already in receipt of MFG there will be no cash impact other than an increase in their MFG. Any school who was not in receipt of MFG may now either receive MFG or have seen a small drop in their budget. This further reduction has been spread across all schools irrespective of their provider.

We were informed in January that where a school had previously been a Free school and not part of our allocation they would become part of our allocation and that a cash transfer would take place. We were further informed that we would receive a further top up in February 2015 to "broadly align" the cash received and funds distributed to Free schools in the 2015/16 budget. The budget contains an additional adjustment of £250,000 which has been estimated; to date we have not received any additional funds but have been informed that such funding will be announced during the second part of March.

0.5 Recommendation

1. That the Budget contained within Appendix A be adopted for the financial year 2015/16
2. That the same budget be submitted to the DfE for the purpose of the s251 return by the 31st of March 2015

**Donna Munday
Schools Finance Manager
March 2015**

Final Schools Budget 2015/16

| S251 line no. | S251 title | Growth / (Saving) £000 | | | |
|-------------------------|--|------------------------|----------------------|-----------------------------|---|
| | | FINAL Budget 2014/15 | FINAL Budget 2015/16 | 2014/15 to 2015/16 Movement | Commentary |
| SB | 1.0.1 Schools Block Allocation excl Academies | 71,853 | 72,382 | 529 | 2014/15 pupil numbers = 17,124 2015/16 pupil numbers = 17,222 est 2015/16 Oct Census = 17,238 actual plus increase in GUF of £23 per pupil |
| | Academy Recoupment from Schools Block | 19,872 | 22,241 | 2,369 | Increased recoupment based on additional estimated pupil numbers |
| | UIFSM Revenue | 1,298 | 1,298 | 0 | |
| HNB | 1.0.1. High Needs Block allocations | 6,187 | 6,187 | 0 | |
| | 1.0.1. Pupil Premium excl Academies | 2,557 | 2,925 | 368 | |
| EY | 1.0.1a Early Years Block Allocation inc exp for Education of Children under 5s in Private/voluntary/independent settings | 6,349 | 6,438 | 89 | No new trajectory funding and 2 y/o funding assumed at £391k |
| | Total ISB and PVI allocations | 108,115 | 111,471 | 3,355 | |
| | Pupil Premium allocated to schools - mainstream | 47 | 50 | 3 | |
| | Pupil Premium allocated to schools - non mainstream | 23 | 25 | 2 | |
| De-delegated in 2014/15 | 1.1.2. school specific contingencies | 100 | - | (100) | Schools in Financial Difficulty Contingency Removed |
| | | 35 | 35 | 0 | NWPU |
| | | 25 | 25 | 0 | LSCB |
| | | 7 | 7 | 0 | Music Hub |
| | | | 65 | 65 | Resolutions from December Forum |
| | | | | 0 | |
| | | | | 0 | |
| | 1.1.2. NQT Induction | 32 | 32 | 32 | |
| EY | 1.1.3 Early Years Contingency | 229 | 229 | 0 | |
| HNB | 1.2.1 Provision for pupils with SEN (including assigned resources) | 2,268 | 2,268 | 0 | |
| HNB | 1.2.1 Moderating Panels | 250 | 150 | (100) | Capped also in 2015/16 |
| HNB | 1.2.2 Provision for pupils with SEN, provision not included in line 1.2.1 | 123 | 100 | (23) | Pupils accessing equipment via Moderation Panel |
| HNB | 1.2.3 Support for inclusion | 627 | 577 | (50) | FSW current contract ends Dec15 |
| HNB | 1.2.4 Fees for pupils at independent special schools & abroad | 6,144 | 5,794 | (350) | Reduction in Out of Borough placements |
| HNB | Element 2 funding for post 16 | | 546 | 546 | Assuming 91 pupils |
| HNB | 1.2.5 SEN transport | 230 | 230 | 0 | Cannot be increased due to Finance Regs |
| HNB | 1.2.7 Inter-authority recoupment | - | | 0 | |
| HNB | 1.3.1 Pupil Referral Units | 504 | 500 | (4) | |
| De-delegated in 2014/15 | 1.3.2 Behaviour Support Services (Primary) | 321 | 321 | 0 | |
| HNB | 1.3.3 Education out of school | 636 | 600 | (36) | |
| De-delegated in 2014/15 | 1.4.1 Support to under-performing ethnic minority groups and bilingual learners | 146 | 146 | 0 | |
| SB | 1.4.10 Pupil growth/ Infant class sizes | 600 | 765 | 165 | Increase due to future planned developments of both Primary and Secondary schools |
| SB | 1.4.5 Carbon reduction commitment allowances | - | - | 0 | |
| SB | 1.5.4 School kitchens - repair and maintenance | - | - | 0 | |
| De-delegated in 2014/15 | 1.6.1 Insurance | 558 | 558 | 0 | |
| SB | 1.6.3 School admissions | 281 | 281 | 0 | Cannot be increased due to Finance Regs |
| De-delegated in 2014/15 | 1.6.4 Licences/subscriptions | 224 | 224 | 0 | |
| SB | 1.6.5 Miscellaneous (not more than 0.1% total of net SB) | 92 | 92 | 0 | |
| SB | 1.6.6 Servicing of schools forums | 4 | 4 | 0 | Cannot be increased due to Finance Regs |
| De-delegated in 2014/15 | 1.6.7 Staff costs - supply cover (not sickness) | 369 | 369 | 0 | |
| | Total Central Expenditure | 13,875 | 13,993 | 118 | |
| | 1.8.1 TOTAL SCHOOLS BUDGET EXPENDITURE | 121,990 | 125,464 | 3,474 | |
| DSG | Schools Block Allocation | 88,207 | 91,878 | 3,671 | Indicative 17/12/14, assumed £250k adjustment Feb 2015 for Free Schools, final for maintained issued June 2015 |
| DSG | High Needs Block | 17,588 | 17,656 | 68 | Indicative 17/12/14, final June 2015 |
| DSG | Early Years Block 3-4 year olds | 6,373 | 6,276 | (97) | Indicative July 2015, final July 2016 |
| | Dedicated Schools Grant Total | 112,168 | 115,810 | 3,642 | Increase in Pupil numbers, increase in GUF due to MFL and inclusion of Free schools |
| DSG | Academy Recoupment from Schools Block | 19,872 | 22,241 | 2,369 | excluding funding from Growth fund |
| DSG | Maintained Schools Block | 68,515 | 69,637 | 1,122 | |
| DSG | Early Years Block 2 year olds | 576 | 391 | (185) | Estimate as indicative allocation is July 2015, Final July 2016 |
| DSG | Additional School Grants | 333 | 250 | (83) | Anticipated reduction in PE Grant |
| DSG | UIFSM Revenue | 1,298 | 1,298 | 0 | Remain at current level - no data available to make estimate, overall nil impact |
| EFA | Education Funding Agency 6th Form Funding | 4,381 | 4,000 | (381) | Anticipated drop in 6th form numbers and reduction in funding |
| EFA | Pupil Premium 5-16 years | 2,627 | 3,000 | 373 | Primary Pupil Increase of £20 |
| DSG | Pupil Premium 3-4 years | - | 56 | 56 | introduction of EYPPG at 53p per hour |
| | TOTAL FUNDING | 121,383 | 124,805 | 3,422 | |
| | Total in-year (surplus)/ deficit | 607 | 659 | 52 | |
| | Brought Forward (surplus) /Deficit balance | (1,607) | (1,466) | 141 | largely due to reduction in out of borough placements and unspent moderation panel monies |
| | TOTAL YEAR-END (SURPLUS)/DEFICIT | (1,000) | (807) | 193 | |

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|--|
| Schools Forum Forward Plan 2015 |
|--|

| | | |
|------|---------|---|
| 20th | May 1pm | Revenue monitoring |
| | | Revisions to Scheme for Financing Schools (if notified) |
| | | Review of Moderation Panel |
| | | 5 year Strategic Plan |
| | | SEN Alert |
| | | Review of Family Support Worker Provision |
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| 15th | July | Revenue monitoring |
| | | Early Budget indications for 2016/17 |
| | | School Excess balances |
| | | Review EWO's |
| | | 2014/15 Outturn Report |
| | | Benchmarking |

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| 23rd | September | Growth Fund Allocations |
| | | Consultation (if applicable) |
| | | Revenue monitoring |
| | | Exceptional SEN Funding |
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| 21st | October | Results of Consultations (if applicable) |
| | | Revenue Monitoring |
| | | Draft Proforma submission |
| | | De-delegation of Budgets |
| | | 1st Draft 2016/17 Budget |

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| 16th | December | Revenue monitoring |
| | | Broadband DC |
| | | 2nd Draft 2016/17 Budget |
| | | LAC Funding |
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