



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **SCHOOLS FORUM** will be held in Bohunt School, Sheerlands Road, Arborfield RG2 9GB on **WEDNESDAY 21 FEBRUARY 2018 AT 10.00 AM**

Manjeet Gill
Interim Chief Executive
Published on 13 February 2018

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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	Pupil Referral Unit 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
UllaKarin Clark	Wokingham Borough Council
Patricia Davies	Interim Assistant Director for Education
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 2 votes are allowed.

From the Pupil Referral Unit only 1 vote is allowed.

ITEM NO.	WARD	SUBJECT	PAGE NO.
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APOLOGIES

To receive any apologies for absence.

44

MINUTES OF PREVIOUS MEETING

5 - 14

To confirm the Minutes of the Meeting held on 17 January 2018.

Matters Arising	15 - 16
Information requested at the meeting on 17 January 2017 in relation to ethnic minority achievement.	

45		DECLARATION OF INTEREST	
		To receive any declarations of interest.	
46	None Specific	REVENUE MONITORING	17 - 24
		To consider a report giving details of the current schools' financial position.	
47	None Specific	1819 EARLY YEARS BUDGET	25 - 30
		To consider a report outlining the 2018/19 Early Years Budget.	
48	None Specific	HIGH NEEDS BLOCK	31 - 34
		To consider a report containing financial information in relation to the High Needs Block.	
49	None Specific	CHANGES TO SCHOOL BLOCK BUDGET	35 - 46
		To consider a report outlining changes to School Block Budget.	
50	None Specific	DE-DELEGATED ITEM EXPLANATION	47 - 54
		To receive an explanatory report on de-delegated items.	
51		FORWARD PROGRAMME	55 - 56
		To consider the Forums work programme for the remainder of the academic year.	

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

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MINUTES OF A MEETING OF THE SCHOOLS FORUM HELD ON 17 JANUARY 2018 FROM 10.00 AM TO 11.58 AM

Schools Representatives

Helen Ball	Primary Head - Polehampton Infant
Ali Brown	Primary Head - Nine Mile Ride Primary
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
Corrina Gillard	Headteacher - Emmbrook Infant School
Kerrie Clifford	Maintained Nursery Acting Headteacher
Jay Blundell	Pupil Referral Unit Headteacher - Foundry College
Sara Attra	Special School Head - Addington School
Ben Godber	Academy Headteacher - Bohunt
Keith McConaghy	School Business Manager - Oakbank
Emma Clarke	Primary Head - Farley Hill
Paul Miller	Governor - St Crispins - Chairman
John Bayes	Governor - Foundry College - Vice-Chair

Non School Representatives

UllaKarin Clark	Wokingham Borough Council
James Taylor	Wokingham and Bracknell College
Mary Parker	Early Years Representative
Gail Prewett	Early Years Representative

Also Present

Luciane Bowker, Senior Democratic Services Officer
Coral Miller, Interim Senior Finance Specialist, Schools
Lynne Samuel, Senior Finance Specialist, People Services
Jane Winterbone, Interim Assistant Director, Education
Steve Nyakatawa, SEND Consultant

30 APOLOGIES

Apologies for absence were submitted from: Anne Andrews, Derren Gray, Ian Head, Sally Hunter, Jonathan Peck, Janet Perry and Paul Senior.

31 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 13 December 2017 were confirmed as a correct record and signed by the Chairman.

32 MATTERS ARISING

Service Trade Charges – Paul Miller asked for clarification in relation to charges that were brought up part way through the year when there was no opportunity to react to it, not what was included or not. Lynn Samuel, Senior Finance Specialist agreed to discuss with John Ogden, Head of Finance and report back to Schools Forum.

School Admissions – Schools Forum requested a breakdown of the £300k allocated to school admissions and benchmarking with other local authorities. Coral Miller, Interim Senior Finance Specialist agreed to bring this information to the next meeting.

33 DECLARATION OF INTEREST

There were no declarations of interest received.

34 REVENUE MONITORING

The Forum considered a report which was set out in agenda pages 17-20, detailing the schools' current financial position.

Coral Miller explained that the forecast as at 30 November 2017 showed an overspend of approximately £1.039m. There was an improvement of £42K on what was previously reported which reflected a small movement within the High Needs Block.

Lynne Samuel, Senior Finance Specialist stated that contingencies were shown in the report as fully utilized. The full contingency figures may not be 'spent'. It was understood that the sums in the Early Years contingency were still be passported to providers, so there would be further movements.

RESOLVED That the report be noted.

35 CONTINGENCIES BREAKDOWN

Coral Miller presented the report which was set out in agenda pages 21-22. Coral Miller explained that 2017/18 contingencies breakdown had not changed since it was last presented to the Forum.

Coral Miller stated that there were two schools which had applied to the contingencies fund and she anticipated that a third school might apply in February.

Jane Winterbone, Interim Assistant Director for Education stated that the third school was likely to be able to mitigate their circumstances in this financial year.

Paul Miller reaffirmed the commitment made by Officers that going forward the contingencies would expand to include other items such as the Growth Fund.

RESOLVED That the report be noted.

36 EARLY YEARS UPDATE

Coral Miller presented the report which was set out in agenda pages 23-24. Coral Miller informed that the same hourly rate was paid to all providers of Early Years. Wokingham had in 2017/18 passported 96% of the funding on to their providers, and from 2018/19 onwards all local authorities would be required to passport at least 95%.

Coral explained that this pass-through requirement ensured that the vast majority of government funding reached providers so that they could deliver the free entitlements which had been recently introduced.

Coral stated that the 95% included the following:

- Base rate funding for all providers;
- Supplements for all providers (excluding deprivation funding);
- Lump sum funding for Maintained Nursery Supplement (MNS);

- The top-up grant element of Special Educational Needs (SEN) inclusion funds paid to providers; and
- Contingencies funding

Coral Miller stated that the contingency of £229,000 had not changed for several years and perhaps should be referred to as a Providers Reserve Fund. The Department for Education (DfE) recommended the Council to hold an allocation of funds for future growth in numbers. This fund represented a provision for growth of 93 children a year at £2,462 per year (15 hours for 38 weeks of the year at an average hourly rate of £4.32).

Coral Miller explained that the funding for each Early Year's provider was based on three censuses, therefore the funding was adjusted three times a year to reflect any changes in provider numbers as per each census. The final budget was given in July.

In response to a question Coral Miller stated that it was not yet known what the take up of the free entitlement was.

Coral Miller informed that if there was any underspend in the contingencies, this was passed back to the providers. In response to a question Coral stated that if there was an overspend, this would be carried forward and the hourly rates would be revised.

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

- Mary Parker stated that parents had not been sufficiently aware of their entitlement of additional free hours of childcare last year, and the DfE website kept crashing when people tried to use it. Therefore, she believed that there would be a significant increase in the take up going forward;
- Jane Winterbone was of the opinion that Wokingham's take up was satisfactory but she also expected it to increase;
- Gail Prewett stated that if the hourly rate was reduced Wokingham would lose providers or providers would opt out of the scheme and not offer 30 hours. She stated that some providers were already having difficulties and operating at a loss;
- Paul Miller acknowledged that Early years were likely to face significant pressures in 2018/19 when the take up increases;
- Gail Prewett pointed out that with the number of new houses being built in the Borough, there would be a significant growth in demand which would add to the pressure;
- Coral Miller pointed out that there had been an increase in the hourly rate;
- Mary Parker stated that it was the first time that Wokingham Early Years budget had been top sliced so in real terms what was gained in one way was taken out by the top slicing; and
- Jane Winterbone explained that the service was looking very carefully at all the functions related to Early Years top slice, including holding a 0.9 vacancy and covering the loss of the Head of Early Years by line managing that area herself.

Paul Miller asked that a report containing information about the review of statutory duties in Early Years and future pressures be brought to the next meeting for discussion and analysis.

Schools Forum were in agreement that it made sense to change the name of this pot from Early Years' Contingency to Providers Reserve Fund.

RESOLVED That:

- 1) A report containing an assessment of Early Years current situation be submitted to the next meeting of Schools Forum;
- 2) Going forward the Early Years' Contingency Fund be referred to as Providers Reserve Fund;
- 3) The report be noted.

37 HIGH NEEDS BLOCK - CONSULTATION

Coral Miller presented the 2018/19 High Needs Block (HNB) Consultation paper which was set out in agenda pages 25-27.

Coral Miller explained that the HNB proposed allocation was £18.58m, however this did not include the 0.5% which was still awaiting approval from the minister. An overspend was expected and this would have to be carried over to the next year.

Coral Miller stated that strategies were in place to deal with the overspend, including a task and finish group.

Jane Winterbone stated that the first meeting of the HNB had already taken place. Jane was pleased to report that Steve Nyakatawa, SEND Consultant had been employed to help her with strategic work.

Jane Winterbone stated that it would take time to solve the overspend in the HNB. It had been identified that the most challenging issue was the Out of Borough placements in independent schools. That was because there was a regional shortage of specialist spaces.

Steve Nyakatawa would be looking at the Resource Base Review. One of the recommendations resulting from the review was the commissioning of new places in the Borough. However, it would be difficult to change children from places where they were already settled.

Jane Winterbone stated that the Education Health and Care Plan (EHCP) audit had been completed and was attached to the agenda.

RESOLVED That: the report be noted.

38 SCHOOLS BLOCK BUDGET CONSULTATION

Coral Miller presented the findings of a consultation which had been carried out in December to find out the views of Wokingham schools in relation to the proposed changes in the School Block factors for 2018/19 which had been influenced by the future introduction (2019/20) of the New Funding Formula (NFF).

Coral Miller drew attention to five changes as listed below:

No.	Description - changes	17-18 budget	18-19 budget	NFF	Comment
1.	Primary Prior attainment	226.07	500	1,050	Moving toward NFF

2.	Lump sum reduction	175,000	150,000	110,000	Moving toward NFF
3.	Capping	0%	3%	3%	Move to the NFF
4.	Minimum Funding Guarantee	- 1.5%	0%	0% to -1.5%	To stop any school losing funding per pupil
5.	Primary & Secondary Ratio adjustment	1:1.27	1:1.28	1:1.29	Moving toward the NFF

Coral Miller went through the consultation responses that were listed in the report. The following comments were made during the discussion:

- Coral Miller stated that Wokingham had never had capping before, Members pointed out that Wokingham had had capping in the past;
- Coral Miller stated that a 3% capping was being suggested;
- The Task and Finish Group would be working over the next year to establish the impact of falling rolls;
- It was recognised that the number of responses to the consultation had been disappointing and that may be due to the timing. Coral Miller agreed to send future consultations earlier in the year, hopefully in November.

RESOLVED That the report be noted.

39 DE-DELEGATED ITEMS 2018-19

Coral Miller explained that the 2018/19 De-delegated budget presented the same items as last year. She was seeking the approval of the Schools Forum maintained schools Members to the item.

Coral Miller clarified that the *staff costs supply cover* did not include long term sickness as stated in the report.

In relation to licenses and subscriptions Coral Miller explained that the DfE paid on behalf of the schools and then re-charged schools afterwards, this enabled schools to get a better rate.

Coral Miller stated that schools achieved a very good rate of insurance through the Local Authority.

The following comments were made during the discussion of the item:

- Coral Miller reported that it had been noticed that academies had not been charged for licences in previous years, this was now being corrected;
- Carol Simpson believed that schools were being charged twice or that there were two elements to the licensing charges, Coral Miller agreed to look into this as there should be only one charge for licences;
- Some Members expressed concern that the maternity cover was expensive;
- Members asked for clarification on the wording around the different types of cover;
- Jane Winterbone explained that the paper on page 37 provided clarity around the use of the Ethnic Minority Achievement funding. Jane was confident that it was good value for money;

- In response to a question Jane Winterbone offered to provide the numbers around the outcomes of ethnic minority pupils, she would circulate it with the minutes;
- Corrina Gillard asked if it was possible to look into the cost of de-delegated items in relation to the size of the schools, as opposed to every school being charged the same. Coral Miller agreed to look into unit costs rather than a lump sum for future calculations;
- Jane Winterbone stated that Emily Waddilove, Curriculum Development Advisor was having to manage a reduction in her budget and would be impacted if academies did not buy the service back from her;
- Jay Bludell confirmed that she was in the same position and would invite people to buy back her services at the same rate;
- In response to a question Coral Miller informed that the secondary phase did not buy into behaviour support services;
- Elaine Stewart stated that Foundry College provided behaviour support for both primary and secondary school children and asked if this was being sponsored by the primary phase only. Jay Blundell explained that secondary schools were commissioned separately;
- Jane Winterbone stated that secondary schools had chosen to opt out of behaviour support services, they paid for the services on the spot. That meant that Foundry College did not have a secure stream of income from secondary schools, which had an implication in continuity plans around staffing;
- In response to a question Jay Blundell stated that currently there were approximately 40 primary pupils and 15-20 secondary pupils at Foundry College;
- Elaine Stewart stated that as a Headteacher she valued the certainty of provision that buying into the behaviour support services provided, collectively all schools were enabling the provision offered by Foundry College, even if this was not always needed;
- Jay Blundell emphasised that primary schools did not subsidise the service provided to secondary schools;
- Ginny Rhodes stated that it was just easier for secondary schools to deal with each case separately and spot buy the service from Foundry College, and the service provided was much valued.

Members had a discussion around insurance costs and Coral Miller agreed to ask Dan Skinner, Insurance Finance Specialist to provide a statement to re-assure Schools Forum that schools were getting good value for money in relation to insurance.

RESOLVED That:

- 1) Schools Forum agreed to continue with the following de-delegated services for maintained schools:
 1. Contingencies
 2. Behaviour support services (for primary maintained schools only)
 3. Staff costs supply cover
 4. Licences and subscriptions
 5. Insurance
- 2) Clarification around the different types of staff cover would be provided to Schools Forum;
- 3) The total cost per school was:
 - Primary - £32,709
 - Secondary – £26,158

- 4) A statement of re-assurance that schools were obtaining a competitive rate for their insurance cover would be provided.

40 SPLIT SITE CRITERIA

Coral Miller presented the Split Site Criteria report which was set out in agenda pages 41-42. She explained that she had researched and used various criteria which she had found in the Gov.uk website to write the report. She had also used her experience with split sites in other local authorities.

Coral went through the proposed criteria contained in the report and the following comments were made during the discussion of the item:

- Paul Miller reminded the Forum that Derren Gray had raised this issue and this had been discussed at the last meeting, where it had been decided that Charvil Piggott should qualify for split site funding. At that meeting it had also been decided that a set of criteria should be adopted in case other schools decided to apply for split site funding in the future;
- Paul Miller shared with the Forum an email from Derren Gray which listed some research he had done into the distance criterion. The examples demonstrated that the distance criterion varied significantly from place to place. It was important to decide which set of criteria should be used and which parameters;
- John Bayes believed that distance should be the main criterion and that this should be less than the proposed 2 miles;
- There was a debate as what constituted a public highway; and
- Jane Winterbone point out that there were undoubtedly additional costs to running two sites, such as two caretakers, two receptions and travelling staff. She felt that the 2 miles criterion was not necessary fair as the distance did not change the extra costs in running two separate sites.

After much debate it was agreed that the distance should be changed to one mile and that this would be reviewed on a regular basis. Paul Miller suggested that in view of the adoption of these new set of criteria, Charvil Piggott should be contacted and prompted to apply to split site funding under the new criteria.

RESOLVED That:

- 1) The Split Site Criteria be adopted as proposed in the report with the distance changed to one mile;
- 2) The Split Site Criteria would be reviewed on a regular basis; and
- 3) Charvil Piggott will be offered the option to apply for split site funding under the adopted criteria.

41 2018-19 SCHOOL BLOCK BUDGET

Coral Miller stated that the 2018/19 School Block Budget report which was set out in agenda pages 43-52 was for information only.

Coral Miller explained that there had been a mistake in the financial tool that the DfE had sent, therefore this was not yet the final budget. The free school meal factor had been

doubled up so the final numbers had to be revised. However, this would have minimal effect because the school meals only represented 2% of the total.

Coral Miller explained that the approval of the request to move 0.5% from the 2018/19 Schools Block Budget to the High Needs Block had still not been received from the ministers, so the final budget was on hold. Once the final figures were available these would be circulated to Schools Forum. Paul Miller reminded attendees that Schools Forum had not approved this proposal.

RESOLVED That: the report be noted.

42 FORWARD PROGRAMME

The Forum considered and noted the Forward Programme of work and dates of future meetings as set out on Agenda page 53.

The following items were added:

- 21 February
 - Early Years review
 - School Admissions breakdown
 - HNB Task and Finish Group review
- 28 March
 - Foundry College report

43 WOKINGHAM LEARNING PARTNERSHIP

Jane Winterbone stated that there had been two scoping meetings of the Wokingham Learning Partnership. The purpose of the meetings was initiate a debate about the future of education in Borough when more schools become independent, and how best to have strategic discussions to achieve the desired outcomes.

Jane Winterbone made the following comments in relation to the Wokingham Learning Partnership:

- The Partnership was currently composed of: two Primary reps, one Secondary rep, one Special School rep, an Alternative Provider rep, one College rep and two Early Years reps;
- The Partnership was seeking an independent chair to bring objectivity and challenge;
- The Local Authority had instigated this partnership and was moving from being a leader to being a partner;
- It was hoped that the partnership, with the independent chair would put together a briefing stating what they were planning to achieve;
- The Partnership would set out a consultation to find out what was the ambition for the Borough. At the moment it was not easy to identify what was ambition for the Borough as a whole;
- The group would report to the Children and Young People's Partnership;
- Any safeguarding issues would be reported to the Local Safeguarding Children's Board;
- The Partnership was education focused, for 0-25 year olds; and
- Teaching schools would take part in the partnership.

Paul Miller thanked Jane Winterbone for her update and asked that Schools Forum be kept informed on the development of the Wokingham Learning Partnership.

RESOLVED That: the verbal update be noted.

44 EXCLUSION OF THE PUBLIC

That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act as appropriate.

45 EDUCATION, HEALTH AND CARE PLAN AUDIT REPORT SUMMARY

This item was discussed in a part 2 session.

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Ethnic Minority Achievement funding: additional data to support information provided for the last meeting

Training courses

Central training courses delivered on an annual basis are:

- Supporting new arrivals with EAL in primary schools. (Feedback this year rated the course overall as 85% 'very good')
- The role of the EAL co-ordinator: Effective ways to meet the needs of EAL pupils in your school. (Feedback this year rated the course overall as 80% 'very good')
- EAL in the EYFS. (Feedback this year rated the course overall as 62.5% 'very good')
- This year a course has been offered on 'Tilt for writing/ Talk for writing: Improving writing outcomes for pupil premium and all pupils. Feedback rated the course overall as 66% 'very good'.

49 teachers/ TAs have attended these courses this academic year.

In-school support for EAL and pupil premium

During the academic year 2016-17, 11 EAL training sessions were delivered in schools, including a cluster session. 7 pupil premium training sessions were delivered in schools, including a session for the secondary federation INSET day.

During 2016-17, other in-school PP support included 20 meetings with PP leaders; 5 meetings with TAs acting as PP champions; and three PP reviews. Other in-school EAL support included 10 meetings with EAL co-ordinators.

Evidence of impact in schools provided with significant support for pupil premium:

School 1:

Ofsted report:

Disadvantaged pupils ... make good progress in all subjects and catch up quickly. School leaders have ensured that pupils' needs are met effectively and gaps between these pupils' attainment and that of their peers, particularly in key stage 1, have closed rapidly.

Outcomes for disadvantaged pupils over the last three years: average scaled score for reading, writing and GPS has increased by 0.5 points, and average progress has improved by 0.7 points.

School 2:

Inclusion Quality Mark report: *"a team of staff who are acutely aware of the needs of each of its pupils and are therefore effective at delivering tailor-made provisions. These highly personalised programmes enable pupils to make strong progress across the curriculum, regardless of starting points."*

Outcomes for disadvantaged pupils over the last three years: The percentage of pupils achieving the expected standard in reading, writing and maths has improved by 33%.

School 3:

Ofsted report:

School leaders use pupil premium effectively to support pupils' individual needs. They regularly check that disadvantaged pupils are making sufficiently rapid progress.

Disadvantaged pupils make faster progress than at the time of the previous inspection and achieve increasingly well in all year groups as a result.

...closer checks on the progress of disadvantaged pupils have had a positive impact and these pupils are doing better than they were.

Outcomes for disadvantaged pupils over the last three years: The percentage of pupils achieving the expected standard in reading, writing and maths has improved by 14%.

LA outcomes data:

Outcomes for disadvantaged pupils in the borough for the last three years show an improving trend. At KS2, the percentage of pupils achieving the expected standard in reading, writing and maths has increased by 3% in the last three years, and by 6% in the last two years. The average scaled score for reading and maths has improved by 1.7 points over the last three years. Reading outcomes have improved by 13% over the last three years. Writing outcomes improved by 10% over the last two years. At KS4, the overall average attainment 8 score has improved by 0.2 points over the last three years, with average progress improving by 0.15 points. The percentage of pupils achieving grade 4+ in EBacc subjects has improved by 8% over the last three years.

Outcomes for EAL pupils in the borough are strong and improving. At KS2, the percentage of pupils achieving the expected standard in reading, writing and maths has increased by 12% in the last three years, to 79%. At KS4, the overall average attainment 8 score has improved by 0.5 points over the last three years, with average progress improving by 0.23 points. The percentage of pupils achieving grade 4+ in English and maths has increased by 7% over the last three years, to 77%. The LA has raised awareness over the last few years of the need to improve outcomes for Black Caribbean pupils. The percentage of Black Caribbean pupils achieving grade 4+ in English and maths at KS4 has improved by 7% over the last three years.

Bilingual teaching assistants – Arabic and Polish speaking

Arabic and Polish continue to be two of the languages most spoken by new arrivals admitted to Wokingham schools. During the academic year 2016-17, Wokingham schools admitted 18 Arabic speaking pupils and 9 Polish speaking pupils. The two TAs support around 25 pupils each year, as well as one-off visits to support schools in their assessment of children's needs.

TITLE	Revenue Monitoring
FOR CONSIDERATION BY	Schools Forum on 21 February 2018
WARD	None Specific;
DIRECTOR	Interim Director of People Services - Paul Senior

OUTCOME / BENEFITS TO THE COMMUNITY Not applicable
RECOMMENDATION Review and comment on the schools forum report
SUMMARY OF REPORT Information paper for the Schools Forum on the 1718 Schools budget and forecast.

2017/18 Schools Revenue Monitoring Report February 2018

.01 **Purpose of the Report**

This report provides the Schools Forum with details of the revenue budget position as at 31st January 2018.

.02 **Suggested Action**

The Forum is asked to note the contents.

.03 **Background**

This report shows the expected out-turn for the Dedicated Schools Grant (DSG) in financial year 2017/18. It makes the assumption that the centrally retained amount will be fully spent.

The de-delegated items funding comes from the contribution made by maintained schools and subsequently any underspend belongs to the maintained schools. The underspend will be held for the maintained schools unless the maintained schools vote on having that funding returned back to them when the out-turn is reported in May or July's Schools Forum.

.04 Financial Summary

The forecast as at 31st January 2018 shows an overspend of approx. £1.078m. This is an increase in expenditure of £39k on that previously reported and reflects a small movement within the High Needs Block.

Please refer to :

Appendix A - Summary of 17/18 school revenue monitoring report,
Appendix B – School budget detail 17/18.

Coral Miller
Interim School Finance Manager
February 2018

John Ogden
Interim Head of Finance
February 2018

Background

The report is for information and is a monthly monitoring report.

Analysis of Issues

Just shows changes within the high need block forecast.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)			
Next Financial Year (Year 2)			
Following Financial Year (Year 3)			

Other financial information relevant to the Recommendation/Decision

Cross-Council Implications (how does this decision impact on other Council services, including properties and priorities?)

Reasons for considering the report in Part 2

List of Background Papers

Contact Coral Miller	Service People Services (Children)
Telephone No Tel: 07825522639	Email coral.miller@wokingham.gov.uk

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Appendix A					
Summary of 1718 school revenue budget monitoring					
INCOME					
Ref	Description	A	C	D	E
		Budget	Forecast	Forecast	Last Mth
		Forecast	Nov	Jan	Variance
		£			(D - C)
					£
	Brought forward school block surplus	(1,356)	(1,356)	(1,356)	-
	School block budget is the allocation to school based in the number of children in the school, the areas the children live i.e. rate of deprivation, children on free school meals, school academic achievement etc. This produces a unit cost per child per school and that unit cost is times by the number of children in that school.	(94,864)	(94,864)	(94,864)	-
	High needs block funding is for funding Special needs children in all our education establishments this includes commissioned services from other boroughs and independent schools.	(18,944)	(18,944)	(18,944)	-
	Early Years Block Allocation including funding for Education of Children under 5s in Private/voluntary/independent settings as well as nursery provision and Primary schools with nursery provision.	(9,546)	(9,286)	(9,286)	-
	Sub Total	(124,711)	(124,450)	(124,450)	-
	Government specific grant the the LA pass to the schools on behalf of DFE				
	Estimate for other grants like PE grant (actual allocation will be announce nearer October)	(250)	(250)	(250)	-
	UIFSM Revenue / Start Up	(2,227)	(2,227)	(2,227)	-
	Pupil Premium excl Academies	(2,628)	(2,628)	(2,628)	-
	6th form funding from EFA for Secondary school with a 6th form.	(3,258)	(3,258)	(3,258)	-
	Sub Total	(8,363)	(8,363)	(8,363)	-
	TOTAL INCOME	(133,074)	(132,813)	(132,813)	-
EXPENDITURE					
	Description	£	£	£	£
A	Academy Allocated budget	30,675	32,461	32,461	-
A	School allocated budget	62,053	60,267	60,267	-
F	School block budget - De-delegated items from maintained schools to council for central services like insurance for school, staff cover for maternity in schools etc.	1,723	1,723	1,723	-
	Centrally retained activities for both Academies and Maintained schools like school improvement, council statutory duties etc. School admissions, School Forum costs, ESG and Growth fund. Support cost will be funded by the Council for one year only.	1,981	1,981	1,981	-
E	Early year excluding grant	9,176	8,916	8,916	-
E	Centrally retained activities for Early years statutory duties.	370	370	370	-
B	Grant allocation to schools	8,363	8,363	8,363	-
D	High need grant allocated budget	18,944	19,675	19,714	39
	Miscellaneous	97	97	97	-
	TOTAL EXPENDITURE FORECAST	133,382	133,852	133,891	39
	Surplus () Deficit +	309	1,039	1,078	39

APPENDIX B - Schools Budget 2017/2018

	Schools Budget 2017/18 - Revised					

		A	B	C	E	F
S251 line no.	S251 title	2017/18 Forecast - Budget	November Forecast 2017-18	January Forecast 2017-18	Variance against C-B changes from last month	Variance against C-A change against the forecasted budget

	TOTAL EXPENDITURE					
1.0.1	Schools Block Allocation excl Academies net of de-delegated funds including HNB allocations	62,053	60,267	60,267	-	(1,786)
1.7.4	6th form funding from EFA	3,258	3,258	3,258	-	-
1.8.1	Academy Recoupment from Schools Block	30,675	32,461	32,461	-	1,786
1.0.1	High needs academy recoupment	1,386	1,386	1,386	-	-
UIFSM	UIFSM Revenue / Start Up	2,227	2,227	2,227	-	-
1.0.1.	High Needs Block allocations	6,143	6,896	6,896	-	753
PPG	Pupil Premium excl Academies	2,420	2,420	2,420	-	-
1.0.1	Early Years Block Allocation inc exp for Education of Children under 5s in Private/voluntary/independent settings	8,947	8,687	8,687	-	(260)
	Sub Total of ISB and PVI allocations	117,109	117,602	117,602	-	493
	PE Grant - Additional school grants	250	250	250	-	-
1.0.2	Pupil Premium allocated to schools - mainstream	129	129	129	-	-
1.0.3	Pupil Premium in non-mainstream settings	37	37	37	-	-
	Pupil Premium 3-4 years	42	42	42	-	-
1.1.2	School-specific contingencies	129	129	129	-	-
	NQT Induction	-	-	-	-	-
1.3.1	Early Years Contingency - Providers only	229	229	229	-	-
1.3.1	Early years Centrally Retained for statutory LA duties	370	370	370	-	-
1.2.1	Provision for pupils with SEN (including assigned resources)	2,517	2,642	2,661	19	144
1.2.1	Moderating Panels	150	180	200	20	50
1.2.2	Provision for pupils with SEN, provision not included in line 1.2.1	20	20	20	-	-
1.2.3	Support for inclusion - HNB	507	507	507	-	-
	Unallocated increase in the HNB special school budget	692	-	-	-	(692)
1.2.4	Fees for pupils at independent special schools & abroad	6,119	6,686	6,686	-	567
1.2.5	SEN transport	230	230	230	-	-
1.2.7	Inter-authority recoupment	-	-	-	-	-
1.2.1	Pupil Referral Units	470	470	470	-	-
	Behaviour Support Services	321	321	321	-	-
1.2.6 and 1.2.7	Education out of school	710	658	658	-	(52)
1.3.4	14 - 16 More practical learning options		-	-	-	-
1.4.1	Support to under-performing ethnic minority groups and bilingual	143	143	143	-	-
1.4.10	Pupil growth/ Infant class sizes	1,300	1,300	1,300	-	-
1.4.5	Carbon reduction commitment allowances		-	-	-	-
1.5.2	Free school meals - eligibility		-	-	-	-
1.5.4	School kitchens - repair and maintenance		-	-	-	-
1.6.1	insurance	547	547	547	-	-
1.4.2	School admissions	304	304	304	-	-
1.6.4	Licenses and subscriptions	220	220	220	-	-
1.4.13	Miscellaneous (not more than 0.1% total of net SB)	97	97	97	-	-
1.4.3	Servicing of schools forums	4	4	4	-	-
1.6.7	Staff Costs - supply cover	362	362	362	-	-
	ESG Services	373	373	373	-	-
	Total Central Expenditure	16,273	16,250	16,289	39	16
	TOTAL SCHOOLS BUDGET	133,382	133,852	133,891	39	509

	ESG Services	373	373	373	-	-
	Total Central Expenditure	16,273	16,250	16,289	39	16
	TOTAL SCHOOLS BUDGET	133,382	133,852	133,891	39	509
						-
S251 line no.	S251 title	2017/18 Forecast - Budget	November Forecast 2017-18	January Forecast 2017-18	Variance against B-A	Variance against C-A
	TOTAL INCOME					-
DSG	Schools Block Allocation includes Academies	(94,864)	(94,864)	(94,864)	-	-
	NQT			-	-	-
DSG	High Needs Block includes Academies	(18,944)	(18,944)	(18,944)	-	-
DSG	Early Years Block 3-4 year olds	(9,546)	(9,286)	(9,286)	-	260
	Dedicated schools Grant total	(123,355)	(123,094)	(123,094)	-	260
DFE	Additional School Grants	(250)	(250)	(250)	-	-
DFE	UIFSM Revenue	(2,227)	(2,227)	(2,227)	-	-
EFA	Education Funding Agency 6th Form Funding	(3,258)	(3,258)	(3,258)	-	-
EFA	Pupil Premium 5-16 years	(2,586)	(2,586)	(2,586)	-	-
DFE	Pupil Premium 3-4 years	(42)	(42)	(42)	-	-
						-
	TOTAL FUNDING	(131,718)	(131,457)	(131,457)	-	260
						-
Funding	Variance between the Expenditure and Income (I & E) (surplus)/deficit	1,665	2,395	2,434	39	769
	Brought Forward (surplus) /Deficit balance	(1,356)	(1,356)	(1,356)	-	-
	ESG services	-				
	Total Year-end (surplus)/Deficit	309	1,039	1,078	39	769

TITLE	1819 Early Years Budget
FOR CONSIDERATION BY	Schools Forum on 21 February 2018
WARD	None Specific;
DIRECTOR	Interim Director of People Services - Paul Senior

OUTCOME / BENEFITS TO THE COMMUNITY

Not applicable

RECOMMENDATION

The Schools Forum is asked to approve the Early Years' Centrally Retained proposal for 2018/19.

SUMMARY OF REPORT

The Schools Forum is asked to approve the Early Years' Centrally Retained Funding for 2018/19 which will be used to deliver the statutory responsibilities of the Council.

It is proposed that 4% is retained centrally, equating to £421k for 2018/19. This reflects the same % as retained for the current financial year, ensuring 96% is available to fund Early Years' providers.

From the census and budget information available, early indications are that this approach would allow for an increase in the hourly rate of up to 35p per hour for both 2 and 3&4 year olds, however work on the January census remains ongoing. The hourly rate for providers cannot be confirmed until all information is received and verified.

Confirmation of rates to Early Years' providers needs to be communicated by 31st March 2018.

2018/19 Early Years' Budget Proposal

Background

Since its introduction in April 2017, the Early Years' National Funding Formula (EYNFF) has set the hourly funding rates that each local authority is paid to deliver the universal and additional entitlements for three and four year olds.

Local authorities are required, from 2018/19 onwards, **to pass 95%** of their three and four year old funding from Government onto early years' providers. This pass-through requirement ensures that the vast majority of Government funding reaches providers so that they can deliver the free entitlements.

The '95%' includes the following budgets:

- base rate funding for all providers;
- supplements for all providers;
- lump sum funding for Maintained Nursery Supplement (MNS);
- the top-up grant element of SEN Inclusion Funds paid to providers; and
- contingency funding.

Please note that the 95% is calculated with reference to the Early Years National Funding Formula (EYNFF) funding rate and therefore does not take account of any Maintained Nursery Supplement (MNS) supplementary funding.

The '5%' retained by the local authority is to fund the following types of expenditure:

- Centrally retained funding to support the administration of the Early Years' structure – which provides direct support to settings in line with fulfilling its statutory obligations, and to support the specialist SEND services from the SEN Inclusion Fund;
- Any funding movement out of the Early Years' Block.

Please note the following DSG Early Years' block funding streams are out of scope of the high pass-through calculation (as a direct result of the pass-through percentage being calculated with reference to the EYNFF funding rate):

- funding for the entitlement for disadvantaged two year olds;
- supplementary funding for MNS;
- the Disability Access Fund (DAF);
- the Early Years Pupil Premium (EYPP).

Purpose of the Report

This report is to ask the Schools Forum to support the Council's funding proposals for the 2018/19 Early Years' Budget.

The Schools Forum is asked to approve the Early Years' Centrally Retained Funding which will be used to deliver the statutory responsibilities of the Council, in allocating Early Years' Funding in line with the Early Years' Regulations and Guidance. This is a growing area with increased workload through the introduction of the additional 15 hours entitlement for working parents.

The Early Years' Team consists of 5 members of staff who are responsible for:

- Provider agreements, with terms and conditions, to all Early Year providers which includes PVis, schools with nursery provision, childminders and the maintained nursery.
- Direct work with settings to support quality - ensuring that the LA meets its statutory obligations under the Early Education and Childcare Statutory Guidance document (2017)
- Training to providers
- Support to settings to ensure inclusive provision for all children
- Moderation of EYFSP data, in line with the STA's requirements
- Cluster groups to support providers
- Presentation and briefing at Early Year's Forum
- Monitoring the termly adjustments and verifying census information from providers to enable the correct funding to flow.
- Financial management of supplements and free entitlement

Other support to the Early years team

- Leadership support.
- Finance, I.T. and other support costs.

In order to appropriately fund the above, it is proposed that 4% is retained centrally, equating to £421k for 2018/19. This reflects the same % as retained for the current financial year, ensuring 96% is available to fund Early Years' providers.

The national funding formula rate for 2 year olds funding has remained the same as last year at £5.74, however the rate for 3 to 4 year olds has increased from £4.61 in 1718 to to £4.97 in 1819, this is an increase of 36p per hour.

From the census and budget information available, early indications are that this approach would allow for an increase in the hourly rate of up to 35p per hour for both 2 and 3&4 year olds, however work on the January census remains ongoing. The hourly rate for providers cannot be confirmed until all information is received and verified.

Confirmation of rates to Early Years' providers needs to be communicated by 31st March 2018.

As in previous years, the Early Years' Budget will be adjusted in July 2018. The

council need to adjust the funding 3 times a year, using the May, October and January census numbers.

Financial Summary

A summary of the Early Years' Budget proposal for 2018/19 is contained in Appendix A.

It is proposed that 4% is retained for the Council's statutory duties, equating to £421k for the 2018/19 financial year.

Subject to final information on the census and budget, this could still provide for an increase on provider rates of up to 35p per hour.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)			
Next Financial Year (Year 2)			
Following Financial Year (Year 3)			

Other financial information relevant to the Recommendation/Decision

Cross-Council Implications (how does this decision impact on other Council services, including properties and priorities?)

Reasons for considering the report in Part 2

List of Background Papers

Contact Coral Miller	Service People Services (Children)
Telephone No Tel: 07825522639	Email coral.miller@wokingham.gov.uk

APPENDIX A Early Years

Table A

2018-19 Early Years budget table - December 2017

Income from the DfE

DESCRIPTION	Estimated Numbers (PTE)	PTE hours	No. of weeks
2 year old funding	153.33	15	38
Early year National funding formula (EYNFF)			
3 & 4 funding	2820.77	15	38
3 & 4 funding working parent	898.4	15	38
	3719.17		
Other funding to EY Providers			
EY Pupil Premium			
Disability Living Allowance			
Maintained Nursery supplement			
Total Allocation			
100% Statutory allocation (EYNFF only)			
95% Statutory allocation			
5% Maximum amount for Centrally Retained			
4% WBC request for support to fund Early Years Team			
Amount left for allocation to Providers			

Total number of hours	Rate	Allocation
87398.1	5.74	501,665
1607839	4.97	7,990,959
512088	4.97	2,545,077
		42,093
		25,215
		0
		11,105,010
		10,536,037
		10,009,235
		526,802
		421,441
		10,683,568

Agenda Item 48

TITLE	2018/19 High Needs Block Budget
FOR CONSIDERATION BY	Schools Forum on 21 February 2018
WARD	None Specific;
DIRECTOR	Interim Director of People Services - Paul Senior

OUTCOME / BENEFITS TO THE COMMUNITY
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Not applicable

RECOMMENDATION

Schools Forum is asked to note and comment on the contents of the report.

SUMMARY OF REPORT

This report is to update Schools Forum on the outcome of the Council's application to the Secretary of State to transfer 0.5% from the Schools Block to the High Needs Block for 2018/19, and the resulting financial implications.

2018/19 High Needs Block Budget

Purpose of the Report

This report is to update Schools Forum on the outcome of the Council's application to the Secretary of State to transfer 0.5% from the Schools Block to the High Needs Block for 2018/19, and the resulting financial implications.

Recommendations

Schools Forum is asked to note and comment on the contents of the report.

Background

Following consultation with schools in the autumn, a proposal was made by the Council to transfer 0.5% from the Schools Block to the High Needs Block for the 2018/19 financial year. This was considered by Schools Forum at the October meeting but the proposal was not agreed.

The Council subsequently lodged an application with the Secretary of State to approve the application in the absence of School Forum agreement.

At the January 2018 meeting of the Schools Forum, a draft budget was presented which included the assumption that the transfer of funds between blocks would be approved.

Since that meeting the Council has been notified that the application has been rejected and no route of appeal is available. This decision means that the funds available to the High Needs Block for 2018/19 has reduced by £498k on that previously assumed, and this significantly increases the challenge to delivering on a balanced budget for the coming financial year.

In September 2017 the Association of Directors of Children's Services (ADCS) undertook a survey of members in order to develop a better understanding of the pressures being experienced on high needs funding.

Of the 85 local authorities who responded to the survey, 68 reported an overspend on their high needs block budget, totalling £139.5m. Pressures in the system were identified to include:

- numbers of children with SEND
- complexity of need
- inclusiveness of the system
- SEND reforms and expectations of children, young people and their families

In addressing the local context, a HNB Task & Finish Group has been established, drawn from members of the School Forum and relevant Council Officers, to review and model options for reducing the financial pressure going forward.

Financial and activity data, including trends analysis and projections, will form part of the detailed review work the group will undertake, and the local context of the pressures identified in the ADCS survey will be considered. Periodic updates on progress will be brought back to Schools Forum.

Financial Summary

A summary of the revised draft High Needs Block Budget for 2018/19, and the potential forecast commitment is contained in Appendix A.

This highlights a potential pressure of £2.4m for 2018/19 based on current known pressures and the roll forward of the anticipated deficit for the current financial year.

In addition to the review work undertaken by the Task & Finish Group, detailed work around the 2017/18 financial year end will inform options available for the coming year and the scope of opportunity in both the short and longer term.

Lynne Samuel
Senior Finance Specialist – People Services
February 2018

John Ogden
Interim Head of Finance
February 2018

APPENDIX A					
SUMMARY					
2018-19 High Needs Block Budget					
	A	B	C	D	E
			January		February
	£	£	£	£	£
	2016-17	2017-18	2017-18	2018-19	2018-19
	£000	£000	£000	£000	£000
	Out-turn	Budget	Forecast	Budget	Forecast
INCOME					
2017-18 DSG allocation	16,900	17,558	17,558	16,697	16,697
Transfer from the school block	0	0	0		
Academy Place funding	808	1,386	1,386	1,386	1,386
Total Funding from the DFE for the HNB	17,708	18,944	18,944	18,083	18,083
EXPENDITURE					
Expenditure no longer required due to 18-19 funding changes	0	0	0	-264	-264
Funding given to the Academies directly from WBC HNB	0	1,386	1,386	1,386	1,386
Funding given to the Academies directly from WBC HNB 16-17	808	0	0	0	
RESOURCE BASES - MAINTAINED					
Place funding - Resource bases	669	750	750	750	750
Top up funding - Resource bases	139	202	252	202	202
	1,617	952	1,002	952	952
The Oaks	200	200	200	285	309
Various top - up					
MAINTAINED STATEMENTED (ehc) initial allocation	532	697	942	942	942
Wokingham Academies (ehc) initial allocation	291	297	255	297	297
Additional funding for full year	240	247	240	247	240
Addlington				4,233	4,233
Northern House				1,032	1,032
Special school allocation - sub total	5,704	5,313	4,951	5,265	5,265
PRU	470	470	470	470	470
INDEPENDENT SPECIAL SCHOOL	6,155	6,619	6,686	5,542	6,686
CENTRALLY RETAINED					
Out of Borough topups	878	617	783	617	783
Post 16 top ups	0	615	842	615	842
Sensory Impairment	235	235	235	235	235
ABA Programme	55	55	55	55	55
Education out of school	638	720	658	638	638
SEN staffing support	18	20	20	20	20
Moderating Panels	183	150	200	150	200
Support for inclusion	401	507	507	401	507
SEN Transport	230	230	230	230	230
	2,638	3,149	3,530	2,961	3,510
TOTAL I & E	17,847	19,330	19,662	18,083	19,793
Carried Forward Surplus\Deficit					717
Variance against budget	139	385	717	0	2,427

TITLE	Changes to School block budget
FOR CONSIDERATION BY	Schools Forum on 21 February 2018
WARD	None Specific;
DIRECTOR	Interim Director of People Services - Paul Senior

OUTCOME / BENEFITS TO THE COMMUNITY

Not applicable

RECOMMENDATION

Review the changes.

SUMMARY OF REPORT

The Schools Forum is being consulted on the late adjustment to the School block budget which was caused due to the Late decision made on the council disapplication request to move money from the High needs block to the School block which was rejected by the DfE on 31st January 2018.

Due to this change a factor that had been set, had to be changed to accommodate the additional funding added to the School block budget.

2018/19 Schools Block changes

February 2018

.01 Purpose of the Report

This report is to consult with the Schools Forum on the 2018-19 Schools block budget changes.

.02 Suggested Actions

The Schools Forum are being consulted on behalf of all Wokingham schools on the change to the Schools block budget for 2018/19.

.03 Background

As part of the Schools block budget guidance from the DfE, the council were allowed to move 0.5% from the school block budget to the High need block budget only after consultation with the schools and approval from the Schools Forum.

After consultation with the schools and writing a report to Schools Forum in October 2017, the Schools Forum rejected the council's proposal to transfer 0.5% from the Schools block to the High Needs block.

The Council did not agree with that decision and asked the Secretary of State to approve the proposal. On 31st January 2018 the DfE responded and agreed with the Schools Forum and rejected the proposal. **Please see Appendix A.**

Due to this the budget that was submitted to the DfE on 22nd January 2018 had to be adjusted, and the DfE wanted the revised budget submitted to them on the 8th February 2018. Because of the time limit and the additional funding coming into the block the Council had limited time to model and has come up with the following two options

1. Increase the capping limit to 3.5% as we are unable to cap the gains in the Schools block budget by 3% with our correct formula, the impact on the schools are 5 losers and 16 schools have no changes from the indicative OR
2. Increase the MFG to a positive MFG of 0.5% therefore all schools will receive an increase per pupil of at least half a percentage. This option would allow us to keep the capping at 3%. In this option 7 schools lose but this is not because of the formula, 4 of the losers are business rate reduction (only pay 20% business rates when you convert to a Academy) and 3 schools had better prior attainment results. All other Schools has receive an increase from the indicative.

Please see the following original changes for information:

No	Description - changes	17-18 budget	18-19 budget	NFF	Comment
1.	Primary Prior attainment	226.07	500	1,050	Moving toward NFF
2.	Lump sum reduction	175,000	150,000	110,000	Moving toward NFF
3.	Capping	0%	3%	3%	Move to the NFF
4.	Minimum Funding Guarantee	-1.5%	0%	0% to -1.5%	To stop any school losing funding per pupil
5.	Primary & Secondary Ratio adjustment	1:1.27	1:1.28	1:1.29	Moving toward the NFF

.04 Financial Summary

The Council has chosen to go with a positive MFG of 0.5%. Please see the below that allows the Local authority to do this without an application.

“Subject: Local implementation of the national funding formula (NFF)

Dear local authority finance officers

Local implementation of the national funding formula (NFF)

We’re aware that a large number of local authorities have requested to move as closely as possible to the NFF for 2018 to 2019. As a result, it’s been agreed that the funding regulations will be amended to enable local formulae to include a positive minimum funding guarantee (MFG) up to + 0.5% per pupil. It’s also been agreed to allow the premises factors to be removed from the calculation of the minimum funding levels using the same methodology as that used for the NFF calculation”

Please see Appendix B and Appendix C on the impact on schools in Wokingham.

.05 Conclusion

The Department of Education (DfE) regulations says that any changes to the funding formula needs to be consulted with all Schools, Academies and the Schools Forum. Due to the late response from the DfE we are consulting with schools and Academy via this Schools forum paper which is available to all schools.

Coral Miller
Interim School Finance Manager
February 2018

John Ogden
Interim Head of Finance
February 2018

APPENDIX B

2018/19 to 2017/18 Comparision Table

Primary:Secondary ratio		1:1.28	1:1.28	
		A	B	C
		2018-19	2018-19	
School Name	Change s in the numbe r on roll	Indicative 2018-19 Budget	Final 2018-19 Budget 0.5% MFG	Variance between B - A Final against Draft)
Total		98,248,786	98,742,721	493,935
Gainer				
Aldryngton Primary School	0	1,132,783	1,143,200	10,417
All Saints C.E. (Aided) Primary School	38	1,213,888	1,219,180	5,292
Bearwood Primary School	-5	1,055,383	1,059,826	4,443
Beechwood Primary School	39	1,301,380	1,307,069	5,689
Bohunt Wokingham	273	2,588,446	2,610,510	22,064
Crazies Hill C. E. Primary School	-5	457,988	459,481	1,493
Emmbrook Infant School	11	752,164	755,147	2,983
Emmbrook Junior School	6	941,342	944,031	2,688
Evendons Primary Free School	58	1,074,906	1,089,710	14,804
Farley Hill Primary School	14	775,492	778,564	3,072
Finchampstead Primary School	-2	505,056	506,825	1,769
Floreat Montague Park	60	515,572	545,941	30,370
Floreat Silver Meadow	0	209,109	209,305	196
Gorse Ride Infant School	10	689,645	692,262	2,618
Gorse Ride Junior School	3	939,435	943,325	3,890
Grazeley Parochial Primary School	14	742,853	745,786	2,934
HAWKEDON PRIMARY SCHOOL	-3	2,127,341	2,136,611	9,269
Highwood Primary School	45	1,022,910	1,027,207	4,297
Keep Hatch Primary School	-14	1,429,462	1,441,940	12,478
Lambs Lane Primary School	3	866,549	870,055	3,506
Loddon Primary School	37	1,700,494	1,708,743	8,249
MAIDEN ERLEGH SCHOOL	-8	6,313,182	6,335,864	22,682
Nine Mile Ride Primary School	-13	1,208,791	1,213,831	5,040
Oakbank	61	2,524,932	2,556,693	31,761
Polehampton C E Junior School	-1	902,282	908,530	6,248
Polehampton C of E Infant School	-2	723,802	726,614	2,812
Radstock Primary School	1	1,476,977	1,485,539	8,562
Rivermead Primary School	0	1,406,989	1,415,724	8,735
Robert Piggott CE Infant School	3	532,024	533,893	1,869

Robert Piggott CE Jnr School	2	701,385	707,641	6,256
Shinfield Infant & Nursery Sch	-3	1,102,709	1,107,317	4,608
Shinfield St. Mary's CE (VA) Junior School	52	1,223,046	1,228,345	5,300
Sonning Church of England Primary School	-3	784,478	792,611	8,133
South Lake Primary School	-1	1,470,426	1,481,579	11,153
ST CRISPIN'S SCHOOL	18	4,528,265	4,548,771	20,505
St Dominic Savio Catholic Schl	20	1,452,383	1,460,235	7,851
St Paul's C of E Junior School	0	1,356,141	1,361,885	5,744
ST PETER'S CE PRIMARY SCHOOL	6	1,673,335	1,692,951	19,615
St Sebastians CE Primary Sch	11	691,165	693,857	2,691
St Teresa's Catholic Primary School	-2	1,103,992	1,111,798	7,806
St. Nicholas C.of E. Primary	-2	591,893	593,792	1,899
THE BULMERSHE SCHOOL	75	4,268,739	4,293,017	24,278
The Colleton Primary School	19	1,357,635	1,363,292	5,657
The Coombes C of E Primary	-75	1,379,772	1,411,124	31,351
The Emmbrook School	-52	3,710,780	3,727,727	16,947
The Forest School	-117	3,753,868	3,771,080	17,212
The Hawthorns Primary School	-19	1,450,870	1,465,955	15,085
The Holt School	11	4,698,931	4,728,434	29,503
Waingels College	-37	5,039,023	5,063,535	24,512
Wescott Infant School	6	682,650	685,252	2,602
Westende Junior School	14	919,281	925,912	6,631
Wheatfield Primary School	26	598,942	601,285	2,343
Willow Bank Infant School	-2	695,172	699,740	4,568
Willow Bank Junior School	1	895,276	895,350	74
Windmill Primary School	24	703,227	706,101	2,874
WINNERSH PRIMARY SCHOOL	11	1,597,146	1,604,042	6,896
Woodley CE Primary School	2	1,153,100	1,161,223	8,123

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Hatch Ride Primary School	-10	785,531	774,741	-10,790
Hillside Primary School	-1	1,522,649	1,511,923	-10,726
Oaklands Infant	-6	682,563	679,596	-2,966
The Piggott School	43	5,064,164	5,055,379	-8,785
OAKLANDS JUNIOR SCHOOL	-1	923,834	917,730	-6,104
Walter Infant School	-4	1,004,681	998,443	-6,238
Whiteknights Primary School	-10	1,550,556	1,549,650	-906

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APPENDIX C

2018/19 to 2018/19 Comparision the draft budget against the final budget variance

		INDICATIVE	FINAL 0.5% MFG	VARIANCE to INDICATIV E
LAESTA B	School Name	18-19 Post MFG per pupil Budget	18-19 Post MFG per pupil Budget	18-19 Post MFG per pupil Budget
872206 2	OAKLANDS JUNIOR SCHOOL	3,755	3,731	-25
872206 7	Nine Mile Ride Primary School	3,598	3,613	15
872208 8	Farley Hill Primary School	3,801	3,816	15
872208 9	Lambs Lane Primary School	3,957	3,973	16
872210 0	Bearwood Primary School	4,139	4,156	17
872210 1	Wescott Infant School	4,112	4,128	16
872210 5	Whiteknights Primary School	3,800	3,798	-2
872210 6	Keep Hatch Primary School	3,601	3,632	31
872211 6	Aldryngton Primary School	3,585	3,618	33
872212 1	Emmbrook Infant School	4,179	4,195	17
872213 0	Emmbrook Junior School	3,811	3,822	11
872213 2	Oaklands Infant	4,039	4,021	-18
872213 7	Walter Infant School	3,791	3,768	-24
872214 6	WINNERSH PRIMARY SCHOOL	3,465	3,479	15
872214 8	Gorse Ride Junior School	3,850	3,866	16
872214 9	The Colleton Primary School	3,563	3,578	15
872215 7	Shinfield Infant & Nursery Sch	4,130	4,147	17
872216 0	Willow Bank Infant School	3,950	3,976	26
872216 1	Willow Bank Junior School	3,794	3,794	0

872216 3	Hatch Ride Primary School	3,908	3,854	-54
872216 7	Rivermead Primary School	3,517	3,539	22
872218 4	Westende Junior School	3,846	3,874	28
872222 7	The Hawthorns Primary School	3,446	3,482	36
872223 2	Gorse Ride Infant School	4,257	4,273	16
872223 5	Radstock Primary School	3,508	3,529	20
872223 7	HAWKEDON PRIMARY SCHOOL	3,404	3,419	15
872223 8	Hillside Primary School	3,651	3,626	-26
872224 5	Beechwood Primary School	3,635	3,651	16
872224 6	Highwood Primary School	4,353	4,371	18
872224 7	South Lake Primary School	3,518	3,544	27
872303 7	St. Nicholas C.of E. Primary	4,320	4,334	14
872304 1	Shinfield St. Mary's CE (VA) Junior School	3,822	3,839	17
872304 6	Polehampton C of E Infant School	4,044	4,059	16
872304 8	Crazies Hill C. E. Primary School	4,978	4,994	16
872305 5	St Paul's C of E Junior School	3,550	3,565	15
872305 6	Woodley CE Primary School	3,696	3,722	26
872305 7	Robert Piggott CE Infant School	4,361	4,376	15
872306 1	Robert Piggott CE Jnr School	4,031	4,067	36
872331 2	ST PETER'S CE PRIMARY SCHOOL	3,450	3,491	40
872331 5	Finchampstead Primary School	4,430	4,446	16
872331 9	Grazeley Parochial Primary School	4,396	4,413	17
872332 0	Sonning Church of England Primary School	3,790	3,829	39
872333 0	St Sebastians CE Primary Sch	4,608	4,626	18
872334 1	St Teresa's Catholic Primary School	3,550	3,575	25
872336 8	St Dominic Savio Catholic Schl	3,491	3,510	19
872337	Polehampton C E Junior School			26

0		3,791	3,817	
872337 1	Loddon Primary School	3,401	3,417	16
872337 2	All Saints C.E. (Aided) Primary School	4,496	4,515	20
872200 6	The Coombes C of E Primary	3,484	3,563	79
872404 8	ST CRISPIN'S SCHOOL	4,817	4,839	22
872404 9	The Emmbrook School	4,915	4,937	22
872405 1	THE BULMERSHE SCHOOL	5,046	5,074	29
872200 0	Windmill	4,611	4,630	19
872200 1	Wheatfield Primary School	4,453	4,471	17
872200 2	Evendons Primary Free School	3,511	3,559	48
872200 3	Floreat Montague Park Primary School	5,697	6,100	403
872400 0	Oakbank	5,260	5,326	66
872400 1	Bohunt School Wokingham	4,949	4,991	42
872404 7	The Holt School	4,553	4,582	29
872405 0	The Forest School	4,813	4,835	22
872405 3	MAIDEN ERLEGH SCHOOL	4,581	4,598	16
872406 0	Waingels College	4,714	4,737	23
872450 5	The Piggott School	4,417	4,409	-8
872200 4	Floreat Silver Meadow Primary School	11,949	11,960	11

267,940 269,483

Background

The Secretary of State rejected the council's application to move 0.5% from the Schools block budget to the High needs budget.

Analysis of Issues

Too much funding in the Schools block budget to cap growth at 3%. Because this is the National Funding formula suggestion we wanted to keep increase to a maximum of 3%, we adjusted the minimum funding guarantee to half a percent, so all schools in Wokingham will see an increase of at least 0.5% per pupil. Schools with falling rolls are improved deprivation factors will still lose.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)			
Next Financial Year (Year 2)			
Following Financial Year (Year 3)			

Other financial information relevant to the Recommendation/Decision

Cross-Council Implications (how does this decision impact on other Council services, including properties and priorities?)

Reasons for considering the report in Part 2

List of Background Papers

Contact Coral Miller	Service People Services (Children)
Telephone No Tel: 07825522639	Email coral.miller@wokingham.gov.uk



Education & Skills
Funding Agency

Education and Skills Funding Agency
Earlsdon Park
53-55 Butts Road
Coventry
CV1 3BH

Tel: 0370 000 2288

www.education.gov.uk/efa-enquiry-form

31 January 2018

By email: coral.miller@wokingham.gov.uk

Dear Ms Miller

Request to disapply the DSG conditions of grant for transfers of funding from the schools block

Thank you for your disapplication request to transfer 0.5% of the schools block to high needs.

This has been considered by the Secretary of State and based on the information provided this request has not been approved.

There was minimal information provided to support this request and as such, there has not been a strong enough case to overturn the schools forum decision. Advice was provided in paragraph 122 of the [schools revenue funding 2018 to 2019 operational guide](#) on what evidence should be presented to the schools forum and submitted alongside a disapplication request to move funding out of the schools block.

You have provided little evidence in the application or consultation document on the reasons for the high needs pressures, the plans to manage these and the other information laid out in the operational guide. We therefore do not see any compelling reasons to go against the local decision.

We know that this decision will come as a disappointment to you. However, all schools block movement requests have been reviewed against a robust set of criteria as set out in the operational guide. Although the Secretary of State's decision is final and there is no appeals process, we would be happy to have further discussions with you about high needs budget management and the options for managing budget pressures. If you, or other interested parties in your area, require further information or clarification on the decision made, please contact academy.questions@education.gov.uk.

We are aware that you have only submitted an APT which incorporates the transfer of 0.5%. Please resubmit your APT as soon as possible, to exclude this transfer.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Owen Jenkins', with a long horizontal line extending from the end of the signature.

Owen Jenkins

Head of the Funding Policy Implementation Unit

TITLE	De-delegated Item Explanation
FOR CONSIDERATION BY	Schools Forum on 21 February 2018
WARD	None Specific;
DIRECTOR	Interim Director of People Services - Paul Senior

OUTCOME / BENEFITS TO THE COMMUNITY

Not applicable

RECOMMENDATION

Schools Forum are asked to note and give a view on the report content.

SUMMARY OF REPORT

The Schools Forum has requested some more information for on the how the council use the funds de-delegation from the Maintained schools

An information paper to provide schools forum members with more clarity on the services that they are being asked to contribute too.

2018/19 De-delegated Budget

February 2018

.01 Purpose of the Report

This report is to provide Forum with further information on how the Council uses de-delegated funding. The report also includes a breakdown of the school admission service.

.02 Suggested Actions

The Schools Forum is asked to give a view on the proposal.

.03 Background

De-delegated services are for maintained schools only; funding for de-delegated services must be allocated through the formula but can be passed back, or 'de-delegated', for maintained mainstream primary and secondary schools with Schools' Forum approval.

.04 Financial Summary

The de-delegated budget provision for 2018-19 financial year additional information requested is as follows:

Staff costs supply cover (for example, maternity, trade union and public duties) – Contribution £313,302.

This funding is for the following:

1) Maternity Leave

Description	Funding
Teaching Staff	
6 weeks pay	Full pay
33 week maternity pay	Approx. £140 per week
12 weeks Occupational pay	Half pay
Support staff	

6 weeks pay	90% Full pay
13 weeks maternity pay	Approx. £140 per week
12 weeks Occupational pay	Half pay

- 2) Paternity Leave – 2 week full pay.
- 3) Trade union cover – One full time post funding to support schools that need to cover trade union duties.
- 4) Public duties – supply cover for Jury service.

These costs for maintained schools are charged directly to the council rather than the school. This sometimes means that the council does not get alerted to Teacher or Support staff that have taken the occupational pay but do not return to work. The council can recoup those cost back from these staff so would need schools to let the council know. This message will be put on the schools help website.

Licences and Subscriptions: Please see below Extract from the December 2017 DSG technical Guidance - Contribution £68,000.

Capita ONE Module name	Service Provided	Cost
Attendance	Attendance monitoring and analysis – data supplied by schools through SIMS	£3,299
Exclusions	Exclusions monitoring and analysis – data supplied by schools through SIMS	£2,799
Bases	Core info about school sites needed to support the other modules	£3,462
B2B Student	Manages the transfer of student and attendance data from SIMS to ONE	£10,157
Governors	Supports schools with Governors administration	£2,650
System & Capita tech support	Fixed costs for technical licenses and customised support (e.g. for upgrades, service packs, bug fixes)	£43,175
TOTAL		£65,542

There is a small surplus which has been allocated against the 2 recent conversion to academies on 1st February which will receive a refund for their de-delegated items.

Insurance. Budget for maintained school only. Academies have indemnity rather than insurance which is underwritten by the taxpayer. The DfE doesn't allow Maintained Schools to be part of that scheme, therefore the council has to go out into the general market to private companies for its insurance cover. – Contribution £473,774. Please see Appendix A.

.05 Conclusions

The de-delegated services support maintained schools, some services are mandatory such as Licences and Insurance.

Coral Miller
Interim School Finance Manager
February 2018

John Ogden
Head of Finance
February 2018

Background

Included in the report

Analysis of Issues

Included in the report

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

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Contact Coral Miller	Service People Services (Children)
Telephone No Tel: 07825522639	Email coral.miller@wokingham.gov.uk

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Wokingham Borough Council's Internal Insurance Service arranges comprehensive insurance cover to help protect schools against their potential legal liabilities (e.g. being sued by the parents of an injured child) and against the financial consequences of damage to property (e.g. flood damage to a building).

The insurance enables schools to transfer to insurers much of the financial risk arising from unexpected and unforeseen events.

The Insurance Service understands the complexities of the global insurance market. We arrange all of the council's and Wokingham LEA schools' insurances. Regular tendering of the insurance contracts – a huge project that is currently being undertaken – enables us to secure excellent value insurance cover, enabling schools to spend more of their resources on delivering high standards of education. We are also able to help maintain cash flow for schools whilst a claim is progressing, such as after a large fire or flood.

There are a very small number of insurers who are willing to provide cover for Public Sector risks, such as schools. By regularly tendering the insurance contract in full compliance with EU requirements, by 'selling' Wokingham and its schools to insurers, and by analysing and comparing terms and conditions on offer from this limited insurance market, we ensure that the best value cover is obtained.

The council insures over £1,000,000,000 in assets and, as such, schools are able to benefit from large scale discounts on insurance rates.

In addition, the council insures up to £50,000,000 per claim for Public and Employer's Liability claims: only by spreading this risk across the council as a whole does it become affordable for schools to have such a high limit. If the worst were to happen – e.g. a child is left brain damaged after being deprived of oxygen in a swimming accident and in need of 24-hour care for the rest of his/her life – a claim could easily run to tens of £1,000,000s in compensation and legal fees.

Schools also have ready access – just a phonecall or e-mail away! – to specialist, pragmatic, independent and helpful advice from the Insurance Service.

Whilst the government's central 'Risk Protection Arrangement' (RPA) might on the face of it seem like a cheaper alternative, this is only available to non-maintained (i.e. academy) schools and is not a policy of insurance. It is purely a central scheme underwritten by taxpayers that is potentially storing up for the long-term future massive un(der)funded claims liabilities. Further, it's not as comprehensive as the cover purchased through the council.

Schools do however have the option and opportunity annually to purchase cover independently of the council should they wish to do so.

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Schools Forum Forward Plan 2018

28 March	Revenue Monitoring
	Contingencies breakdown
	Estimated 2018/19 School's Budget
16 May	Revenue Monitoring
	Contingencies breakdown
	High Needs Block
	Carried forward deficit on centrally retained to be funding 18-19 from the school
	Out-turn report if ready (may need to defer to July)
18 July	Revenue Monitoring
	Contingencies breakdown
17 October	Revenue Monitoring
	Contingencies breakdown
12 December	Revenue Monitoring
	Contingencies breakdown

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