



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **SCHOOL FORUM** will be held in
**DAVID HICKS 1 - CIVIC OFFICES ON WEDNESDAY 12
DECEMBER 2018 AT 10.00 AM**

Heather Thwaites

Heather Thwaites
Interim Chief Executive
Published on 4 December 2018



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 SCHOOL FORUM

Schools Representatives

Helen Ball	Primary Head - Polehampton Infant
Ali Brown	Primary Head - Nine Mile Ride Primary
Emma Clarke	Primary Head - Farley Hill Primary
Sally Hunter	Primary Head - Wescott Infant
Brian Prebble	Primary Head - Rivermead Primary
Elaine Stewart	Primary Head - Aldryngton Primary
Corrina Gillard	Primary Head - Emmbrook Infant
Lou Slocombe	Primary Head - Radstock 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	Academy Head - St Crispins School
Paul O'Neill	Secondary Head - Emmbrook School
Derren Gray	Academy Head - Piggott School
Janet Perry	Academy Business Manager - Holt School
Kerrie Clifford	Maintained Nursery Head - Ambleside Centre
Jay Blundell	Pupil Referral Unit Head - Foundry College
Sara Attra	Special School Head - Addington School
Ben Godber	Academy Head - Bohunt School
Jonathon Peck	Director of Finance and Operations - Maiden Erlegh School
Maggie Callaghan	Free School Head - Oakbank School
Paul Miller	Governor - St Crispins - Chairman
John Bayes	Governor - Foundry College - Vice-Chair

Non School Representatives

Marion Standing	Oxford Diocese
Vacancy	Roman Catholic Diocese
Shahid Younis	WBC Representative
James Taylor	Wokingham and Bracknell College
Ian Morgan	Early Years Representative
Gail Prewett	Early Years Representative

Observers

Funding Reform Team Education Funding Agency, Maintained Schools Division

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.

12		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 17 October 2018.	7 - 14
12.1		Matters Arising	
13		DECLARATION OF INTEREST To receive any declarations of interest.	
14	None Specific	2018/19 HIGH NEEDS BLOCK UPDATE To receive and consider a report containing an unupdate on the 2018/19 High Needs Block financial position.	15 - 22
15	None Specific	REVENUE MONITORING REPORT To receive and consider a report outlining the schools current financial position.	23 - 28
16	None Specific	18-19 CONTINGENCY BREAKDOWN To receive and consider the 18/19 Contingency Breakdown report.	29 - 32
17	None Specific	GROWTH FUND UPDATE AND 2019/20 REQUEST FROM SCHOOLS BLOCK BUDGET To receive and consider a report containing the Growth Fund update and 2019/20 request from Schools Block Budget.	33 - 38
18	None Specific	DRAFT 2019-20 SCHOOLS BLOCK BUDGET To receive and consider the Draft 2019/20 Schools Block Budget report.	39 - 48
19	None Specific	2019-20 PROPOSED DE-DELEGATION BUDGET To receive and consider the 2019/20 Proposed De-delegation Budget report.	49 - 58
20	None Specific	EFFECTIVENESS OF SCHOOLS FORUM To discuss the effectiveness of Schools Forum using the self-assessment tool.	Verbal Report
21		INDUCTION FOR NEW MEMBERS To consider the introduction of an induction pack for new members to Schools Forum.	Verbal Report
22		FORWARD PROGRAMME To consider the Forums work programme for the remainder of the academic year.	59 - 60

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 17 OCTOBER 2018 FROM 10.00 AM TO 11.50 AM**

Schools Representatives

Helen Ball	Primary Head - Polehampton Infant
Emma Clarke	Primary Head - Farley Hill
Sally Hunter	Primary Head - Wescott Infant
Elaine Stewart	Primary Head - Aldryngton Primary
Sharon Finn	Primary Head – Lambs Lane (as a substitute for Emma Clark)
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
Paul O'Neill	Secondary Head - Embrook
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
Paul Miller	Governor - St Crispins - Chairman

Non School Representatives

Shahid Younis WBC Representative

Also Present

Luciane Bowker, Democratic & Electoral Services Specialist
Coral Miller, Interim Senior Finance Specialist, Schools
Lynne Samuel, Senior Finance Specialist, People Services
Bob Watson, Lead Specialist, Finance

1 ELECTION OF CHAIRMAN

Paul Miller was elected Chairman for the 2018/19 academic year.

2 ELECTION OF VICE-CHAIRMAN

John Bayes was appointed Vice-Chairman for the 2018/19 academic year.

3 APOLOGIES

Apologies for absence were submitted from Ali Brown, Maggie Callaghan, Carol Cammiss, Derren Gray, Jim Leviders, Brian Prebble, James Taylor and Marion Standing.

The Chairman explained that both Carol Cammiss, Director of Children's Services and Jim Leviders, Interim Director of Children's Services had been unable to attend this meeting due to the fact that the service was currently undergoing an Ofsted inspection.

4 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 18 July 2018 were confirmed as a correct record and signed by the Chairman.

5 MATTERS ARISING

Governor vacancy

The Chairman stated that as a result of Ian Head, governor representative, stepping down, there was now a primary school representative vacancy in the Forum. The Forum was informed that this vacancy could be filled by a headteacher, a governor or a school business manager, and it was up to the primary phase to appoint someone. Corrina Gillard agreed to raise this with the primary phase and keep the Forum informed.

Early Years feedback

Gail Prewett informed that a meeting between Early Years providers and the local authority had taken place and this had been very positive. There was now more clarity as to how services were being charged and how support was going to be delivered.

Kerry Clifford agreed that it was positive that communication was improving and this should continue. She expressed disappointment that not many providers had been present at a recent meeting arranged specifically for leader of the Early Years settings.

School Admissions benchmarking and cost of legal challenges

The Chairman stated that Jim Leviers had indicated that the service did not have the resources to carry out this research. Schools Forum had the option of asking for this piece of work to be commissioned. The Chairman suggested and the Forum agreed to defer the discussion of this possibility to the next meeting when it was hoped that Jim Leviers would be able to attend and discuss the idea in more detail.

High Needs Block (HNB) Task and Finish Group

Ginny Rhodes expressed great concern over the lack of progress in tackling the HNB difficulties. She stated that this state of inertia added to the pressure on funding and ultimately impacted the children for whom the local authority had responsibility.

The Chairman stated that Patricia Davies, former Interim Assistant Director of Education had identified two strands of work. One was at the strategic level, looking over a longer horizon at building/commissioning new specialist schools and increasing resource places; the second, reflecting Schools Forum's responsibilities, was looking at addressing the short and medium term HNB funding and expenditure programme.

The following points were made during the discussion of the HNB:

- Members of Schools Forum recognised that there had been many changes at senior leadership level, however, there was an urgent need to put a strategic plan in place to address this difficult situation;
- Janet Perry questioned if there was a link between the multiple changes in leadership and the HNB difficulties;
- Janet Perry would like to know who was responsible for the HNB situation. She stated that Schools Forum had been criticized by the previous Director of Children's Services for not tackling the expenditure challenges, however, Schools Forum's powers were limited and its responsibilities did not extend to executive decision making;
- Councillor Younis stated that there was no blame culture in the Council and that a collective effort was being made to address these challenges;
- Corrina Gillard stated that problems with the HNB had been identified a several years ago and that it was frustrating that no action had been taken to tackle them. She stated that Jane Winterbone, former Interim Assistant Director of Education had commissioned a Resource Place Review (late 2017/early 2018) and it was disappointing that no action had been taken as a result;

- Sara Attra expressed frustration that she was unable to communicate with the local authority about resource base places and funding for those places;
- Jay Blundell stated that it had been agreed that Foundry College would be expanded, with an increase of places from 47 to 85, however, it was not clear where the base funding for these additional places was going to come from, and she had been unable to speak to anyone from the local authority to confirm the funding;
- Councillor Younis reassured members that work was being undertaken to address these challenges;
- Bob Watson, Lead Finance Specialist stated that the pressure on HNB was being faced by many local authorities nationally. The Council recognised that having interim staff in strategic leadership posts had not helped the situation and the Council was looking to redress this situation. Bob Watson commented that Wokingham had faced difficulty in recruiting permanent staff, with one reason given that the Borough did not qualify for London weighting;
- Schools Forum members expressed serious concern and frustration that the HNB was not being managed properly and that whenever this was questioned the local authority repeated the same unsatisfactory explanations;
- Sara Attra stated that another issue was the lack of data, there was no information about how many children were expected to need specialist places;
- The Chairman stated that it was important to continue the financial planning undertaken by the HNB Task and Finish Group and to involve Schools Forum members in the strategic planning.

Councillor Younis agreed to investigate the issues raised by Schools Forum outside the meeting.

6 DECLARATION OF INTEREST

There were no declarations of interest.

7 REVENUE MONITORING REPORT

Coral Miller, Interim Senior Finance Specialist, Schools went through the 2018/19 Schools Revenue Monitoring report which was set out in Agenda pages 18-22.

Coral Miller stated that the Dedicated Schools Grant (DSG) shortfall had increased by £260k from that reported to Schools Forum in July, with a year-end deficit of £1.853m now anticipated.

Coral Miller explained that the HNB pressure continued, with a further adverse movement of £130k. This was mainly due to nine more commissioned places in post-16 Out of Borough provision at £6k per place which reduced the HNB income by £54k. An additional five places in a local maintained special school to help reduce the reliance on Out of Borough placements and increases in “top up” funding further increased unplanned expenditure by £76k.

Coral Miller stated that the HNB deficit was now forecast at £1.731m by the end of the 2018/19 financial year. A Special Educational Needs (SEN) Strategy Group had been established, chaired by the Assistant Director for Education, with input from Finance, Strategic Commissioning and relevant schools. The group were considering service planning in light of pressure on resources and would identify all possible action for delivering a balanced budget position and reduce deficit.

Coral Miller stated that the expenditure in the Central Services Block had also increased, with an overspend of £125k now anticipated. This was as a result of further DfE guidance over copyright licences for both academies and schools which from 2018/19 need to be funded from this block.

Coral Miller reported a small increase in the provision for Growth Fund of £5k.

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

- Janet Perry asked if refunds from previous years were expected. Lynne Samuel, Senior Finance Specialist, People Services explained that the Department for Education (DfE) had confirmed that this was not expected;
- The Chairman stated that the predicted 1.4% overspend of the overall Budget represented a 10% overspend in the HNB;
- Carol Simpson asked why school contingency had gone up. Coral Miller explained that this related to underspends in the de-delegated schools specific contingency last year that had been carried forward, however the provision for maternity/paternity cover had been reduced due to overspends last year in this area.

RESOLVED That the report be noted.

8 DE-DELEGATED SCHOOLS CONTINGENCY

Coral Miller went through the De-delegated Schools Contingency report which was set out in Agenda pages 23-25, she stated that this related to maintained schools only.

Coral Miller explained that schools with exceptional circumstances could apply for funding from this contingency and Finance would visit the school to understand their unique situation. Any funding granted from this contingency was subject to approval by the Assistant Director of Children's Services.

Coral Miller stated that there had been one claim made on the contingency this year which had been approved. This was for a school that had been involved in a confidential investigation of a senior staff member. The school had provided a detailed breakdown of the costs and requested a contribution of £43k which the local authority agreed to.

RESOLVED That the report be noted.

9 FINAL SETTLEMENT FOR EARLY YEARS AND HIGH NEEDS BLOCK

Coral Miller presented the Final Settlement for the Early Years and High Needs Block report which was set out in Agenda pages 28-31.

Coral Miller stated that the report provided information on additional allocations made to Early Years providers, following confirmation of the DfE recoupment figure. She informed that the estimated number of children used to calculate the Budget funding had been greater than the actual number of children in the Early Years phase during the financial year 2017/18. This difference (fewer) in children numbers led to the recoupment. The Finance team had anticipated a recoupment for the year and had intentionally set aside sufficient funding from the Early Years Block Budget to settle the recoupment without impact upon providers. The level of funding set aside was sufficient to settle the recoupment and to allow a small further distribution of funds to providers.

Coral Miller stated that providers would receive a further distribution of £0.16p per hour in relation to the 2017/18 balance of 'set aside' Early Years funding.

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

- Ian Morgan asked if the £707,350 included the £229k expected growth;
- Coral Miller stated that this was part of the 96% funding that was passported to providers;
- Kerry Clifford stated that it was impossible to know how many people would take up the 30 hours of free childcare for working parents;
- Ian Morgan pointed out that the birth rate was dropping;
- Coral Miller stated that the growth provision was for 93 children, if this was subsequently not taken up, the local authority would have to give back the difference;
- Ian Morgan stated that it was important to be transparent about the process but thanked the officers for their diligence and support.

RESOLVED That the report be noted.

10 2019-20 SCHOOLS BUDGET UPDATE\CHANGES

Coral Miller presented the 2019/20 DfE Summary Budget update report which was set out in agenda pages 34-38.

Coral Miller stated that the DfE guidance was issued in July and provided an indication of budgets for the upcoming financial year. The information showed the estimated DSG for Schools Block and HNB for 2019/20. These figures would be subject to change and the actual DSG allocation would be announced just before the end of December 2018.

Coral Miller informed that a Schools Block Task and Finish Group had been 'recalled' to review the Schools Block allocation and work through options in more detail.

Coral Miller went through the changes listed in the report. She highlighted that the local funding formula would continue for 2021, the New Funding Formula would not be implemented until (at least) after that date.

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

- Carol Simpson was of the opinion the Schools Forum were unlikely to approve a request to passport money from the Schools Block to the HNB, unless a robust strategic plan was implemented;
- Janet Perry asked that papers and up to date information be circulated in advance of future Task and Finish Groups meetings to enable a more constructive discussion;
- Coral Miller stated that due to the sensitivity of the data for the Task and Finish Group, and to ensure just the Group saw the option, it would not be possible to email this information before the meeting, however Coral confirmed that she would find a way of providing this information to the Group before the Task and Finish Group meeting;
- Coral Miller stated that the figures used in the models could not be 100% accurate, the DfE would confirm the actual allocation in late December;
- Members asked for confirmation of which new schools would open next September. It was agreed that Piers Brunning, Strategy and Commissioning (People and Places) Senior Specialist would be invited to attend the next meeting to clarify the questions raised in relation to new schools;

- Members urged the local authority to be mindful of the impact of opening new schools to existing local schools in respect of pupil numbers;
- In response to a question Coral Miller stated that Budget would be discussed in December and January, the final submission was on 21 January 2019;
- Coral Miller informed that she would be attending a DfE conference the next day and that there were many points that she wished to clarify. She would report back to Schools Forum on her findings after the conference.

RESOLVED That:

- 1) Piers Brunning would be invited to attend the next meeting to inform the Forum about the processes around opening new schools and expanding existing schools;
- 2) The Schools Block Task and Finish Group would meet and discuss different models and report back to Schools Forum at its meeting in December with a proposed model;
- 3) The report be noted.

11 FORWARD PROGRAMME

The Forum considered and noted the Forward Programme of work and dates of future meetings as set out on Agenda page 39.

The Chairman pointed out that there were changes to the calendar of meetings and explained that the *27 February* and *15 May 2019* meetings were cancelled as they were deemed unnecessary.

The meeting on 27 March 2019 was moved to 6 March 2019.

12 ANY OTHER BUSINESS

Teachers pay grant

Coral Miller stated that to support the pay award for September 2018-March 2019 the DfE had allocated a grant called the Teachers Pay Grant. The rates would be £16.40 per pupil for primary schools, £26.54 per pupil for secondary school and £65.65 per place for special schools.

Coral Miller stated that the estimated figure for the financial year 2019/20 were £28.29 per primary school pupil, £45.56 per secondary school pupil and £113.46 per special school place. She clarified that Wokingham did not qualify for London fringe allowance.

It was agreed that the details of the amount per pupil and a link to the website would be included with the minutes.

In response to a question Coral Miller stated that she would check if PRUs were included. *Coral has since confirmed that PRU's are included.*

The link below contains the information requested by Schools Forum:

<https://www.gov.uk/government/publications/teachers-pay-grant-methodology/teachers-pay-grant-methodology>

Pensions

Schools Forum was informed that there was going to be an increase in employee contributions September 2020-23, the rates had gone up to 23.6%, representing a 7% increase. The DfE had committed to help until 2019/20, after that there would be a Spending Review 2019/20. Coral Miller asked schools to factor this cost into their budgets. *Subsequently Coral informed that the DfE said that they would fund a 100% for the first year 2019/20 of the costs.*

In response to a question Lynne Samuel stated that there was a degree of uncertainty in relation to future grants/support, pending the outcomes of the Spending Review 2019.

Business rates

Coral Miller stated that in previous years the Council had funded the difference between budgeted and actual costs, but this would not be possible going forward, as the Local Authority could not hold contingency from the Schools Block Budget, 100% of this funding needed to be allocated to schools and academies.

In response to a question Coral Miller stated that the worse affected school was going to have to pay £50k, but the average was between £1k and £6k.

Bob Watson stated that business rates were set by the central government and the local authority was merely the collecting agency.

Janet Perry pointed out that academies, who had charity status, paid much reduced business rates in relation to maintained schools.

Free school meals

Coral Miller agreed to look into the increase and report back to the Forum.

The link below contains the information requested by Schools Forum:

<https://www.gov.uk/government/publications/free-school-meals-supplementary-grant-2018-to-2019>

Catering contract

Sylvia Allen stated that it had recently come to light that the Council was paid 12 pence per school meal to administer the catering contract, this amounted to a significant amount of money. There had been a lack of transparency as schools were previously not aware of this and it was not understood how this money was spent. She reported that as a result many schools were considering pulling out of the contract.

The Chairman noted that Schools Forum guidelines and responsibilities required the Council to bring the details of any contract for school to Schools Forum before the contract was tendered.

Coral Miller and Lynne Samuel would look into this and report back to the December Schools Forum.

Schools Forum Guidance

The Chairman asked members to read the recently updated online resources in relation to Schools Forum.

Schools Forum Powers and Responsibilities:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/740721/Schools_forum_powers_and_responsibilities.docx.odt

He stated that there was also a self-assessment available, which will be discussed at the next Schools Forum with a view to using it to assess Schools Forum's effectiveness.

Schools Forum Self Assessment Toolkit:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/647443/Schools_forum_self-assessment_toolkit.odt

Other relevant guides can be found at the link:

<https://www.gov.uk/search?q=Schools+Forum>

TITLE 2018/19 High Needs Block Update

FOR CONSIDERATION BY Schools Forum on 12 December 2018

WARD None Specific

DIRECTOR Carol Cammiss, Director of Childrens Services

RECOMMENDATION

Schools Forum are asked to note the updates to the High Needs Block forecast for 2018/19 and the strategic approach being taken forward by the Council.

SUMMARY OF REPORT

This report provides Schools Forum with an update on the 2018/19 High Needs Block forecast, the main movements from that previously reported, and the strategic approach being taken forward by the Council.

2018/19 High Needs Block Update December 2018

.01 Purpose of the Report

This report provides Schools Forum with an update on the 2018/19 High Needs Block (HNB) forecast, the main movements from that previously reported, and the strategic approach being taken forward by the Council.

.02 Recommendations

Schools Forum are asked to note the updates to the HNB forecast for 2018/19 and the strategic approach being taken forward by the Council.

.03 Background

Increasing pressure on the High Needs Block was identified during 2017/18 as the number of children and young people with SEND and the cost of provision continued to rise. A deficit of £527k was experienced at the end of the financial year.

As part of 2018/19 budget setting, and in recognition of the challenges in delivering a balanced HNB position, the Council proposed a move of 0.5% from the Schools Block to the HNB. However, Schools Forum did not support this proposal, and a subsequent disapplication to the Secretary of State was rejected.

As the number of children and young people with SEND continues to rise, and without a corresponding increase in funding, the pressure on HNB budget represents a significant financial challenge to be addressed.

.04 Movement in the 2018/19 HNB Forecast

Since the October meeting of Schools Forum, a number of changes have been made to the High Needs Block forecast for 2018/19, increasing the anticipated deficit at year end from £1.7m to £2.3m.

The movement of £579k is due to the following:

Description	£,000
Resource Bases – empty places funding	116
Top-ups – updated position on support for individuals	108
Independent Special Schools – additional placements	135
Northern House – extension of SLA to 31 st March	240
Other various small movements	(20)
Total movement	579

The forecast will remain under review to ensure that all opportunities to manage the deficit are controlled.

.05 **High Needs Strategy & Planning**

While the pressure on the HNB is a national issue, with many local authorities experiencing rising deficits, it is essential that the Council is able to work with schools and other partners to ensure scarce resources are targeted appropriately.

Alongside the appointment of permanent senior leadership within the Education Service, and a refreshed SEND strategy, the Council is taking forward the following:

- expansion of capacity within Addington and the Foundry
- free school bid submitted for new special school
- review of funding for resource bases
- review of SLA for Northern House

The Department for Education (DfE) is currently consulting on the implementation of new arrangements for reporting deficits of the dedicated schools grant, including the requirement for local authorities to provide an evidence based 3 year recovery plan where year end deficits are in excess of 1%. See Appendix A.

As part of the work being taken forward within the Council, a 5 year financial plan will be developed which seeks to identify all opportunities to align strategic priorities to the available resources.

Schools Forum will be provided with regular updates as work progresses.

.06 Summary

Following updates to the forecast, the anticipated HNB deficit at year end is now expected to be £2.3m, £527k of which relates to the 2017/18 deficit brought forward.

The movement in forecast from that previously reported largely reflects the funding of resource base places empty at point of budget setting, updated figures for current top-ups, additional placements in independent special schools, and an extension of the SLA in place for Northern House.

Jim Leivers
Interim Assistant Director for Education
December 2018

Lynne Samuel
Senior Finance Specialist – People Services
December 2018

Consultation on the implementation of new arrangements for reporting deficits of the dedicated schools grant

Since the Department for Education introduced the dedicated schools grant (DSG) in 2006, a small number of local authorities have overspent their DSG allocations and found themselves in a cumulative DSG deficit. In these situations, regulations have required that local authorities seek the approval of their schools forum in allowing them to carry over the overspend and offset it against the following year's DSG. Previously, when a local authority found itself to have a DSG deficit of over 2%, we've asked for an explanation, and an account of what its plan is for bringing its budget back into balance.

In the last two years the number of authorities reporting a cumulative DSG deficit has substantially increased. Because of this, we've decided that there is a need to tighten up the reporting arrangements. As announced in July 2018, we will through conditions of grant require a report from all local authorities that have an overall cumulative DSG deficit of 1% or more at the end of the 2018 to 2019 financial year, outlining their recovery plans. The 1% calculation will be based on the latest published DSG allocations for 2018 to 2019, gross of recoupment, as at the end of the 2018 to 2019 financial year.

DSG Deficit Recovery Plans

DSG is a ring-fenced specific grant, provided outside the local government finance settlement. It must be used in support of the schools budget for the purposes defined in the School and Early Years Finance (England) Regulations. As funding is ring-fenced, there is no requirement for local authorities to top-up the grant from general funding or from non-ring-fenced revenue reserves.

For this reason, DfE intends to require all local authorities with a cumulative overspend on DSG provision to produce recovery plans detailing the steps they plan to take to provide statutory services within the annual funding envelope. These recovery plans should be discussed with, and if possible, agreed with, the local schools forum.

Even though there is no requirement to subsidise DSG from general funding, local authorities cannot continue to build up cumulative deficits on DSG provision. In this scenario, local authorities may come under pressure to address the cumulative deficit on DSG provision through drawing on other resources.

Where a local authority has a cumulative overspend, producing a deficit on its DSG reserve, its recovery plan should look to bring the overall DSG account into balance within a maximum of three years. We recognise that this may prove difficult for some local authorities. Where this is the case, we would be open to receipt of evidence explaining the problem, and may accept a recovery plan that leaves some or all of the deficit accumulated to date outstanding. This means that the local authority would carry forward the amount agreed as a deficit, but we would not require this to be recovered within the three-year period. In all cases, we will expect local authorities' recovery plans to demonstrate how they will bring in-year spending in line with in-year resources within three years at most.

Any authorities that propose to leave part or all of their accumulated DSG deficit outstanding will need to provide a clear explanation as to why their deficits could not be recovered in the short term and provide thorough evidence to support their proposals. They will also need agreement from their Chief Finance Officer (CFO).

We expect a range of evidence to support local authority recovery plans. We would expect this to have already been presented to schools forums. We are aware that DSG deficits are usually caused by high needs pressures, and in these cases the evidence required in the recovery plans will typically include what we already look for in block movement disapplication requests. Authorities will, however, need to address whatever the main causes of overspending on the DSG have been.

The evidence should include:

- A full breakdown of specific budget pressures locally that have led to the local authority incurring a cumulative DSG deficit of over 1%. Where this has resulted from high needs pressures, information should include the changes in demand for special provision over the last three years, how the local authority has met that demand by commissioning places in different sectors (mainstream and special schools, further education and sixth form colleges, independent specialist provision and alternative provision), and if there have been any reductions in the provision for mainstream school pupils with high needs
- Where the deficit has resulted from high needs pressures, an assessment and understanding of the specific local factors that have caused an increase in high needs costs to a level that has exceeded the local authority's high needs funding allocations; and a plan to change the pattern of provision where this is necessary, as well as to achieve greater efficiency and better value for money in other ways; together with evidence of the extent to which the plan is supported by schools and other stakeholders
- A detailed recovery plan showing how the authority intends to bring its DSG reserve back into balance within three years, showing clearly how expenditure will be contained within future funding levels
- If the authority judges that it cannot recover the whole of its cumulative DSG deficit within three years, it must explain the reasons for this. If the authority wishes to defer recovery of some of the cumulative deficit, it must show in its recovery plan that it is able to at least contain its expected in year expenditure within its expected in year DSG income by the end of the three-year period
- Details of any previous movements between blocks, what pressures those movements covered, and why those transfers have not been adequate to counter the new cost pressures
- Assumptions on assumed future transfers between blocks of the DSG, if permitted in future years, and evidence of support from the schools forum and wider school community for these

Reporting DSG Deficits

Following discussion with MHCLG, we believe that there are currently inconsistencies in the way local authorities report their DSG reserves or deficits in the statistical returns that are submitted to MHCLG. We have agreed that DSG reserves or deficits should in future be reported as a separate ring-fenced reserve in RO returns, and MHCLG will be changing guidance to reflect this. What this means for local authorities is that DSG deficits will not need to be covered by an equivalent amount in local authorities' general

reserves. Consequently, new lines will be added to the 2018/19 RO returns and local authorities will be expected to state what their cumulative DSG deficit is every year. This should reconcile to the s.251 returns that local authorities submit to DfE every year. These changes will ensure that the full extent of DSG deficits is reported consistently across the sector on an annual basis.

Next Steps

The consultation period regarding the DSG deficits will end on 7 December, after which we will finalise what needs to be included in recovery plans, setting a submission deadline for June 2019 in respect of deficits at the end of 2018 to 2019. We will be meeting local authority representatives this autumn to discuss the implementation plans and ensure that these changes are introduced as smoothly as possible. Please see the table below to understand how the addition of the DSG deficit recovery plans will fit into the current funding year's assurance schedule:

Action	Deadline
Launch of DSG deficit consultation	Early November
School block movement disapplication deadline	30 November
End of DSG deficit consultation	7 December
Section 251 2019 to 2020 Budget statements submitted	4 March - 30 April
Section 251 budget statement 2019 to 2020 checks to be completed	1 May - 26 June
Deadline for submission of DSG recovery plans	30 June
Review of recovery plans	July-September
Deadline for submission of CFO assurance statement on use of DSG in 2018 to 2019	Mid September

If you have any comments on the proposals please respond to amsgfunding.comms@education.gov.uk by 7 December 2018.

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Agenda Item 15

TITLE 2018/19 Schools Revenue Monitoring Report

FOR CONSIDERATION BY School Forum on 12th December 2018

WARD (All Wards);

DIRECTOR Director of Children's Services - Carol Cammiss

OUTCOME / BENEFITS TO THE COMMUNITY
--

N/A

RECOMMENDATION

Schools Forum is asked to note the content.

SUMMARY OF REPORT

This report shows the 2018/19 forecast on the school budget as at the 31 st October 2018, and reflects an anticipated overspend of £2.4m.
--

2018/19 Schools Revenue Monitoring Report December 2018

.01 Purpose of the Report

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

.02 Suggested Action

The Forum is asked to note the contents.

.03 Background

This report shows the expected outturn for the Dedicated Schools Grant (DSG) in the financial year 2018/19.

.04 Forecast Movement

The increase from August to October is £579k, due to increases in relation to the High Needs Block. Further detail on the movements in High Needs Block forecast and associated actions is reported to Forum separately.

.05 Financial Summary

The forecast as at 31st October 2018 shows the following projected overspend, against budget of £136,925k (1.78% of the budget).

Description	£000
Brought forward from 2017/2018	£527
Estimated overspend in 2018/2019	£1,905
TOTAL	£2,432

The total increase in expenditure from last month is £579k.

Please refer to:

Appendix A - Summary of 18/19 School Revenue Monitoring Report.

Appendix B - Detailed breakdown of 18/19 revenue monitoring.

Coral Miller
Interim Senior Finance Specialist - Schools
December 2018

Bob Watson
Lead Specialist - Finance (deputy s.151 officer)
December 2018

Appendix A		as at 31st October 2018				
Summary of 1819 school revenue budget monitoring						
INCOME						
Ref	Description	A	B	C	D	E
		Budget	Forecast	Forecast	Variance	Variance
		2018-19	August	October	(C - B)	(C - A)
		£	£	£	£	£
Last Mth						
SCHOOL BLOCK BUDGET						
	Brought Forward Deficit/Surplus		(7)	(7)	-	(7)
	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.	(99,543)	(99,543)	(99,543)	-	(0)
A	Academy Allocated budget	46,318	46,318	46,318	-	-
A	School allocated budget excluding 6th form funding	51,031	51,031	51,031	-	-
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.	1,393	1,400	1,400	-	7
G	Centrally retained activities - Growth fund.	800	798	798	-	(2)
TOTAL SURPLUS/DEFICIT		0	(3)	(3)	-	(3)
HIGH NEEDS BLOCK						
	Brought Forward Deficit/Surplus		527	527	-	527
	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.	(18,083)	(18,029)	(18,029)	-	54
D	High need grant allocated budget	18,083	19,232	19,811	579	1,728
TOTAL SURPLUS/DEFICIT		0	1,731	2,310	579	2,310
EARLY YEARS BLOCK						
	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.	(11,105)	(11,105)	(11,105)	-	-
E	Early year including EY PP grant	10,683	10,683	10,683	-	-
H	Centrally retained activities for Early years statutory duties.	421	421	421	-	-
TOTAL SURPLUS/DEFICIT		(0)	(0)	(0)	-	-
CENTRALLY RETAINED BLOCK						
	Centrally Retained Block - Contribution to pay for the council's statutory duties.	(944)	(944)	(944)	-	-
G	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	944	1,069	1,069	-	125
TOTAL SURPLUS/DEFICIT		-	125	125	-	125
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)	(2,193)	(2,193)	(2,193)	-	-
	UIFSM Revenue / Start Up	(2,227)	(2,227)	(2,227)	-	-
	Pupil Premium excl Academies	(2,167)	(2,167)	(2,167)	-	-
	6th form funding from EFA for Secondary school with a 6th form.	(664)	(664)	(664)	-	-
	Teacher Pay Grant (September 18 to March 19)		-	(296)	(296)	(296)
B	Grant allocation to schools	7,251	7,251	7,547	296	296
TOTAL SURPLUS/DEFICIT		0	0	0	-	-
TOTAL EXPENDITURE FORECAST		136,925	138,725	139,600	875	2,674
TOTAL INCOME FORECAST		(136,925)	(136,871)	(137,167)	(296)	(242)
Various						
Surplus () Deficit +		0	1,853	2,432	579	2,432

APPENDIX B - Schools Budget 2018/2019		at at 31st October 2018				
	A	B	C	D	E	
S251 title	2018/19 Budget	August Forecast 2018-19	October Forecast 2018-19	Variance against C-B changes from last month	Variance against C-A change against the forecasted budget	
SCHOOL BLOCK						
Schools Block Allocation excl Academies net of de-delegated funds including HNB allocations	51,031	51,031	51,031	-	-	
Academy Recoupment from Schools Block	46,318	46,318	46,318	-	-	
Total allocated to schools	97,349	97,349	97,349	-	-	
De-delegated						
<i>Carried forward income from last year</i>		(7)	(7)	-	(7)	
School-specific contingencies	107	176	176	-	69	
insurance	453	453	453	-	-	
Licences and subscriptions	147	147	147	-	-	
Staff Costs - supply cover	299	237	237	-	(62)	
Support to under-performing ethnic minority groups and t	118	118	118	-	-	
Behaviour Support Services	269	269	269	-	-	
Sub total of De-delegated	1,393	1,393	1,393	-	7	
Pupil growth/ Infant class sizes	800	798	798	-	(2)	
Total School Block Budget Expenditure	99,543	99,540	99,540	-	5	
Total School Block Budget Income	(99,543)	(99,543)	(99,543)	-	(0)	
Variance	-	(3)	(3)	-	4	
CENTRALLY RETAINED BLOCK						
Strategic and Regulation function	350	350	350	-	-	
SACRE	7	7	7	-	-	
School Asset Management	81	81	81	-	-	
1.6.2 Education welfare service	141	141	141	-	-	
Statutory I.T. , census and information.	72	72	72	-	-	
School admissions	289	289	289	-	-	
Servicing of schools forums	4	4	4	-	-	
Licences		125	125	-	125	
Total of Centrally Retained Block Expenditure	944	1,069	1,069	-	125	
Total Centrally Retained block income	(944)	(944)	(944)	-	-	
Variance	-	125	125	-	125	
EARLY YEAR'S BLOCK						
Early Years Block Allocation including Providers reserve fund inc exp for Education of Children under 5s in Private/voluntary/independent settings	10,641	10,641	10,641	-	-	
Early years Centrally Retained for statutory LA duties	421	421	421	-	-	
Pupil Premium 3-4 years	42	42	42	-	-	
Total Early Year's block Expenditure	11,105	11,105	11,105	-	-	
Total Early Year's block Income	(11,105)	(11,105)	(11,105)	-	-	
Variance	-	-	-	-	-	

S251 title	2018/19 Budget	August Forecast 2018-19	October Forecast 2018-19	Variance against C-B changes from last month	Variance against C-A change against the forecasted budget
HIGH NEEDS BLOCK					
High needs academy recoupment	1,386	1,386	1,386	-	-
High Needs Block allocations	7,427	7,518	7,790	272	362
Provision for pupils with SEN (including assigned resources)	1,819	2,070	2,269	199	450
Fees for pupils at independent special schools & abroad	5,542	6,449	6,584	135	1,042
Pupil Referral Units	470	470	470	-	-
Education out of school	638	674	674	-	36
SUB TOTAL	17,282	18,567	19,172	606	1,890
Centrally retained high needs block					
Moderating Panels	150	185	158	(27)	8
Provision for pupils with SEN, provision not included in line 1.2.1	20	20	20	-	-
Support for inclusion - HNB	401	231	231	-	(170)
SEN transport	230	230	230	-	-
SUB TOTAL	801	665	639	(27)	(162)
TOTAL of High Need Block Expenditure	18,083	19,232	19,811	579	1,728
Brought Forward High Needs block (surplus) /Deficit balance	-	527	527	-	527
TOTAL of High Need Block Income	(18,083)	(18,029)	(18,029)	-	54
Variance	0	1,731	2,310	579	2,310
GRANTS					
UIFSM Revenue / Start Up	2,227	2,227	2,227	-	-
6th form funding from EFA	664	664	664	-	-
PE Grant - Additional school grants	2,193	2,193	2,193	-	-
Pupil Premium allocated to schools - mainstream	2,167	2,167	2,167	-	-
Teacher's Pay Grant			296	296	296
Total GRANTS EXPENDITURE TOTAL	7,251	7,251	7,547	296	296
INCOME					
PE Grant	(2,193)	(2,193)	(2,193)	-	-
UIFSM Revenue	(2,227)	(2,227)	(2,227)	-	-
Education Funding Agency 6th Form Funding	(664)	(664)	(664)	-	-
Pupil Premium 5-16 years	(2,167)	(2,167)	(2,167)	-	-
Teacher Pay Grant - NEW (Sept to March) maintained			(296)	(296)	(296)
Total GRANTS INCOME TOTAL	(7,251)	(7,251)	(7,547)	-	-
Variance	-	-	-	296	296
Summary of the Variances					
SCHOOL BLOCK	-	(3)	(3)	-	(3)
EARLY YEAR'S BLOCK	-	-	-	-	-
HIGH NEEDS BLOCK	0	1,731	2,310	579	2,310
CENTRAL BLOCK	-	125	125	-	125
GRANTS	-	-	-	-	-
Deficit/Surplus ().	0	1,853	2,432	579	2,432

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Agenda Item 16

TITLE 2018/19 Contingency Breakdown

FOR CONSIDERATION BY Schools Forum on 12th December 2018

WARD (All Wards);

DIRECTOR Director of Children's Services - Carol Cammiss

OUTCOME / BENEFITS TO THE COMMUNITY

N/A

RECOMMENDATION

Schools Forum are asked to note the content.

SUMMARY OF REPORT

This report updates the Schools Forum maintained school members on how the funding held by the LA on behalf of maintained schools is being used, in particular for schools with exceptional financial difficulties.

2018/19 Contingencies Breakdown December 2018

.01 Purpose of the Report

This report is to inform the Schools Forum on how the Council is applying the de-delegated school's contingency budget.

.02 Suggested Actions

The Schools Forum are asked to note the content.

.03 Background

The Department for Education (DfE) allow the Council to run specific services for its maintained schools, if the maintained schools require this type of support.

The contingency is managed by Finance with each claim assessed on its merit, once finance has assessed the request, the request and evidence is passed for approval or not, to the Assistant Director for Education.

.04 Financial Summary

At present there have been two approved claims on the funding.

The schools involved will be closely monitored to identify any issues or changes, as this support is provided to support their ability to deliver a balanced budget in the future.

Please see the table below:

Description	Amount
Contingency for Maintained schools in financial difficulties	(£176,095)
School A: Previously reported.	£43,000
School B: Business rates adjustment which was unexpected by the school of approx. £51k. This school had already lost a significant number of pupils from 2017/18 which resulted in a significant reduction in budget for 2018/19. Therefore in this situation the LA decided this is exceptional and should be funded for 1 year only.	£51,821
Total amount not yet committed	(£81,274)

.05 Conclusion

The schools' contingency is available to maintained schools as per the school budget guidance published by the Department of Education (DfE). £81k remains unallocated for 2018/19.

Coral Miller
Interim Senior Finance Specialist - Schools
December 2018

Bob Watson
Lead Specialist - Finance (deputy s.151 officer)
December 2018

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TITLE	Growth Fund 2019/20
FOR CONSIDERATION BY	Schools Forum on 12 th December 2018
WARD	None Specific
DIRECTOR	Director of Corporate Services – Graham Ebers, Director of Childrens Services – Carol Cammiss

OUTCOME / BENEFITS TO THE COMMUNITY

That there will be sufficient school places for Wokingham resident children.

RECOMMENDATION

That Forum approves the attached Growth Fund Budget of £800,000.

SUMMARY OF REPORT

The planned programme of spend and contingency budget can both be funded from within the allocated £800,000.

The planned growth fund budget includes allowances for both current commitments and new schools agreed by Wokingham Borough Council's Executive on 28th June 2018 as part of the Wokingham Borough Council Primary School Places Strategy 2018 to 2028.

Planned new schools requiring growth fund support (planned opening dates in brackets) are:

- Shinfield West (2019)
- Arborfield (2020)
- Matthews Green (2020)

Background

The growth fund exists to fund or part-fund the planned expansion of the number of school places in response to rising demand (known as Basic Need). New Free Schools receive pre-opening funding and once a school opens, diseconomy and class start-up funding from the Growth Fund. Funding of places is normally made through the formulaic arrangements, but using estimated rather than historic actual rolls. For other schools, for a new class in a normal year of entry, the Growth Fund is for planned additional places up until the point where formulaic lagged funding is available to a school. Where a new mid-phase class is agreed the current arrangement is that funding is provided for the gap between 95% of the planned additional capacity and the actual roll on the October census day, for the financial year after the opening of the school.

The growth fund estimates (Appendix A) includes allowances for planned spend in the period 2019/20. This includes for the expansion of six primary schools, for six primary Academy / Free Schools and one Free Secondary School.

The planned new schools requiring growth fund support (planned opening dates in brackets) are:

- Shinfield West (2019)
- Arborfield (2020)
- Matthews Green (2020)

These are in three of the Council's four Strategic Development Locations (South of the M4, Arborfield Garrison and North Wokingham respectively). They have been part of the adopted Wokingham core strategy for most of the last decade, as part of the necessary infrastructure to serve the new families expected in the borough as a consequence of the planned new home building. House building is occurring on several sites simultaneously in these three SDL areas, contributing the major part of an expected 3,000 new homes in the borough in the two year period 2018 to 2020.

Analysis of Issues

The deferral of the opening of the Shinfield West Primary School to 2019/20 reflects both a low number of first preference applications for that school and an assessment of the likely position in the Shinfield area on offer day. It is the Council's expectation that the new school will be required in 2019 as house building continues locally at an unprecedented rate.

Payments to other schools will continue to be made as set out in earlier reports.

Note though that there may be a need for additional spend to fund new bulge classes, in view of a continuing lack of spaces for primary phase children moving to the borough after the main admissions round.

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)	£ 800,000	YES	Revenue (DSG)
Next Financial Year (Year 2)	N/A	N/A	Revenue (DSG)
Following Financial Year (Year 3)	N/A	N/A	Revenue (DSG)

Other financial information relevant to the Recommendation/Decision
N/A

Cross-Council Implications
N/A

List of Background Papers
N/A

Contact Piers Brunning	Service Education
Telephone No Tel: 0118 974 6084	Email piers.brunning@wokingham.gov.uk

Appendix A
2019-20 CM Growth fund analysis under new scheme

Table A

		Key stage 1 Awpu		2780.81	30	83424.3	Full yr	7/12th				
				A	sept							
Schools - New classes	Year left	Number		Original budget	Start	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Estimated Total
Carried forward surplus / deficit from 2018-19												0
Colleton	2	25		57,238	2012						40,553	40,553
Grazeley		15		24,332	2014					24,332		24,332
Shinfield St Marys		30		48,201	2015				48,664			48,664
Loddon		30		48,664	2016			48,664				48,664
Beechwood		15		24,332	2016			24,332				24,332
Highwood		30		48,664	2017		48,664					48,664
Contingency for bulge class if required**		15		24,332		24,332						24,332
Total Existing Primary Schools				251,431								259,542

Table B

Basic need new and growing schools (funded on estimates)									*	sliding scale	
Diseconomy of scale (new classes funded from APT)			secondary	500	lump sum	125,000	93,000	62,000	31,000		
Per Pupil funding			500								
			Primary	250	lump sum	80,500	67,500	54,000	40,500	27,000	31,000
Per Pupil funding			250								
		NOR	Empty year groups								
Windmill		30	0		2013						38,500
Wheatfield		30	1		2014					34,500	34,500
Montague Park		60	3		2016			84,000			84,000
Bohunt - Sec school 5 year groups		240	1		2016			182,000			182,000
Shinfield West		30	5		2018	51,333					51,333
Shinfield West - pre-opening grant						90,000					90,000
Arborfield Primary Pre Opening Grant						30,000					30,000
Matthews Green Primary Pre Opening Grant						30,000					30,000
Total Academy											540,333
NOTE:		**	Although not technically so, this is effectively a new school with all the challenges that entails with local admin and primary management teams to be supported.								
Estimated spend as at December 2018											799,875
Budget Requirement				800,000							800,000
Variance Deficit (+) Surplus (-)											-125

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Agenda Item 18

TITLE Draft 2019/20 Schools Block Budget

FOR CONSIDERATION BY Schools Forum on 12th December 2018

WARD (All Wards);

DIRECTOR Director of Children's Services - Carol Cammiss

OUTCOME / BENEFITS TO THE COMMUNITY

N/A

RECOMMENDATION

Schools Forum are being consulted on the chosen option for setting the 2019/20 Schools Block Budget and are asked to note the content and comment on the changes.

SUMMARY OF REPORT

Draft 2019/20 Schools Block Budget for information and planning purposes for schools.

2019/20 Draft Schools Block Budget December 2018

.01 Purpose of the Report

This report provides a draft 2019/20 School Block Budget to allow consultation with the Schools Forum members on the options reviewed by the Task and Finish Group, and the preferred option to be used to set the 2019/20 Schools Block Budget.

.02 Recommendations

The Forum is asked to note the contents and comment on the option chosen for setting the 2019/20 Schools Block Budget. The council communicated the key points of the adjustment to the School Business Managers and Head Teachers who attended the Bursar's briefing held on 22nd November 2018 and has published the draft impact of the option on all schools on the school website.

The council felt that the adjustments made in the chosen option had not changed significantly enough from 2018/19 to warrant a full formal consultation with all schools.

.03 Background

The Department for Education (DfE), as reported at October Schools Forum, has made a number of changes to the school block funding from 2018/19 to 2019/20.

The final funding allocation is expected to be available around the 20th December 2018 when the DfE has checked and incorporated the October 2018 census number into the final funding calculation.

The Schools Forum set up a Task and Finish Group to inform the review of the Schools Block Budget and evaluate the best formula for the borough. The members include Derren Gray, Head of The Piggott All-through Academy; Chris Coniam, School Business Manager, The Bulmershe maintained secondary school; Carol Simpson, School Business Manager, The Colleton maintained primary; Janet Perry, The Holt secondary academy; Brian Prebble Head of Rivermead maintained primary.

The group had two meetings to review a number of options put forward by the council, evaluating the impact of each option on the schools. The T&F group identified the two options that they felt would give the fairest allocation of the Schools Block funding. The council then updated these options with all the available information including draft October 2018 census figures, and presented the financial models at the second meeting of the T&F group.

This allowed the group to identify the option they felt would most provide a fair budget for Wokingham schools.

.04 The Funding Options

Option 1

Keep the formula the same as last year, tweaking a little by using the Minimum per Pupil (MPP) funding protection (in line with most other local authorities).

Option 3

Move nearer to the National Funding Formula (NFF). The MPP is £3,500 for Primary Schools and £4,800 for Secondary Schools. MPP includes all Pupil led factors and all premises costs.

Other options

As per the October SF report, Option 2 (move directly to the NFF) and Option 4 (as Option 3 but keeping the lump sum at £150k) had already been rejected.

For each option the Group evaluated the impact on schools, the effect on the Minimum funding Guarantee (MFG), the effect on the Minimum per pupil (MPP) and capping on schools in both options. Please see the summarised Tables below for options 1 & 3.

Option 1 analysis below:

Description	No change from last yr	No Capping	Capping at 4%
Number of schools in the MFG	21	22	21
Total Funding now in the MFG	£854k	£803k	£800k
Number of schools protected by Min. per pupil (MPP)	4	4	4
Level of Protection range – All school protected under MPP are secondary schools	£97k to £238k	£98k to £241k	£97k to £240k
Total funding now in MPP protection	£790k	£866k	£862k
Number of schools capped	4	0	1

Option 3 same as option 1 but moving closer to the NFF:

Description	No change from last yr
Number of schools in the MFG	30
Total Funding now in the MFG	£1,035k
Number of schools protected by Min. per pupil	5
Level of Protection range – All school protected under MPP are secondary schools	£45k to £398k
Total funding now in MPP protection	£1,297k
Number of schools capped	7

There is no significant difference between capping at 0% or 4% therefore keeping to 3% as per the NFF is preferable. MPP is another protection so even if a school is capped at 3% increase, if this does not allow them to meet the MPP amount the reduction will not occur.

The advantages and disadvantages considered in arriving at the preferred option are provided below.

Advantages

- Keeping the Lump Sum at the same value as 2018/19 will support smaller schools
- Less schools in option 1 than option 3 in the Minimum funding Guarantee.
- The min amount per pupil in option 3 takes approx. £500k more from all primary schools and some secondary schools, and gives that money to 5 secondary schools. This would cause additional financial pressure to these unprotected schools.
- Option 1 gives the primary schools time to consider the impact (1 year). See Appendix A.
- Keeping the formula consistent with 2018/19 means there is no need to consult outside of the Schools Forum and gives the council and schools time to consider whether moving to the NFF is right for Wokingham.
- Although Option 3 has more gainers, the losers lose significantly more under this option, hence wishing to protect those schools from financial issues for at least one year.

Disadvantages

- Slower move towards the NFF however the DfE has already extended the transfer timetable several times.
- Option 3 has more gainers than Option 1.
- No wider consultation required therefore not seeking the opinions of all Schools. Consultations previously have however seen low level of responses.

Option 1 was therefore agreed by both schools representatives and schools finance.

Summary of Option 1:

- MFG set at 0.5% so schools will receive an increase of at least 0.5% on their pupil factors that exclude premises.
- Gains will be capped at 3%, however gains will not apply if the schools does not reach its MPP level.
- MPP set at £3,500 for primary and £4,800 for secondary, allthrough schools are set at £4,042.
- Lump Sum at £150k.
- Primary to secondary ratio at 1:1.29.
- All other factors remain as per 2018/19.

Other issues discussed:

- There was no appetite from the schools representatives to move funding from the Schools Block to the HNB within the allowable 0.5%.
- New schools – decision making on opening of new schools, and in particular timing of Shinfield West. This is now projected in the Schools Block Budget.

.05 Financial Summary

Table A - Compares 2018/19 budget allocated to schools with the 2019/20 draft budget allocation.

Description	Number on roll	Total £000	Growth Fund £000	TOTAL £000
2018/19 Budget	23,437	99,545	(800)	98,745
2018/19 Draft Budget	*24,092	104,022	(800)	103,292
Increase	655			4,547

*Please note that the draft budget is based on expected position using the estimated October 2018 figures that are still being validated by the DfE.

Please see:

- Appendix A - shows the impact on schools between Option 1 and Option 3. As discussed at the Task and Finish Group, since then the formula has been updated to include all number on roll from schools that had not provided this information when the T&F meeting was carried out.
- Appendix B – draft 2019/20 budget, including comparison with Option 1 and last year's budget, now updated with all numbers on roll submitted on the October 2018 census which is still to be checked and adjusted as required for duplication etc.

.05 **Summary**

This is the draft Schools Block Budget using the draft October 2018 census and the new PUF, SUF and premises cost that were published on the DfE website. Please use these figures with caution and for planning purposes only. The actual budget for 2019/20 will be available in January 2019.

Maintained Schools T&F Group discussed De-delegation allocation and agreed to set the de-delegation proposal in the following way, Contingency and Licences at a flat rate as per last year and the other budget based on the NOR as a fairest allocation. A separate report with more details on the de-delegation approach has been submitted for Schools Forum consideration.

Coral Miller
Interim Senior Finance Specialist - Schools
December 2018

Bob Watson
Lead Specialist – Finance (deputy s.151 officer)
December 2018

APPENDIX A

Comparison between Option 1 and Option 3

School Name	Draft Oct 18 census NOR to be verified by DFE	NOR Variance against 18-19 NOR (oct 17 census)	A	B	C	Variance between last year and Option 1 (A - C)	Variance between last year and Option 3 (B - C)	Variance between Option 3 and Option 1 (+ gain) and (- loss).
			Option 1 (no changes) i.e. Capped at 3%, no Floor, MFG .5%, Min. funding levels. Draft 19-20 SB budget	Option 3 (moving nearer to NFF)- Using Option 1 reduc. Lump sum and inc. in deprivation. Draft 19-20 SB budget	18-19 Post MFG Budget			
			103,222,519	103,222,519	98,742,721			
Aldryngton Primary School	314	- 2	1,159,661	1,161,047	1,143,200	16,461	17,847	1,386
All Saints CofE (Aided) Primary School	277	5	1,245,319	1,245,909	1,219,180	26,138	26,729	590
Bearwood Primary School	256	1	1,075,728	1,075,952	1,059,826	15,902	16,126	224
Beechwood Primary School	367	9	1,347,472	1,362,373	1,307,069	40,404	55,304	14,901
Bohunt School Wokingham	805	282	3,951,384	3,965,056	2,610,510	1,340,873	1,354,546	13,672
Crazies Hill CofE Primary School	92	-	464,978	465,103	459,481	5,496	5,621	125
Earley St Peter's Church of England Primary School	488	1	1,720,712	1,743,545	1,692,951	27,761	50,594	22,834
Emmbrook Infant School	173	- 7	736,258	735,405	755,147	-18,890	-19,742	-852
Emmbrook Junior School	246	- 1	959,719	960,338	944,031	15,689	16,307	618
Evendons Primary Free School	347	40	1,225,029	1,220,164	1,089,710	135,319	130,454	-4,865
Farley Hill Primary School	207	3	800,867	796,381	778,564	22,303	17,816	-4,486
Finchampstead CofE VA Primary School	113	- 1	505,938	505,843	506,825	-887	-982	-95
Floreat Montague Park Primary School	160	70	814,849	834,554	545,941	268,907	288,613	19,706
Gorse Ride Infants' School	156	- 6	681,733	680,927	692,262	-10,529	-11,335	-806
Gorse Ride Junior School	231	- 13	919,055	916,991	943,325	-24,270	-26,334	-2,064
Grazeley Parochial Church of England Aided Primary	188	19	814,242	817,191	745,786	68,455	71,405	2,950
Hatch Ride Primary School	197	- 4	769,533	762,867	774,741	-5,208	-11,874	-6,666
Hawkedon Primary School	625	-	2,193,391	2,194,141	2,136,611	56,781	57,531	750
Highwood Primary School	266	31	1,152,453	1,155,893	1,027,207	125,246	128,686	3,439
Hillside Primary School	421	3	1,564,033	1,579,219	1,511,923	52,109	67,295	15,186
Keep Hatch Primary School	393	- 4	1,470,392	1,481,437	1,441,940	28,452	39,498	11,046
Lambs Lane Primary School	223	4	893,704	894,288	870,055	23,649	24,233	584
Loddon Primary School	518	16	1,813,444	1,817,599	1,708,743	104,701	108,856	4,155
Maiden Erlegh School	1,370	- 8	6,576,000	6,576,000	6,335,864	240,136	240,136	0
Oakbank	510	30	2,723,853	2,750,896	2,556,693	167,160	194,203	27,043
Oaklands Infant School	170	- 2	685,516	679,625	679,596	5,920	29	-5,891
Oaklands Junior School	253	7	955,340	951,663	917,730	37,610	33,932	-3,678
Polehampton Church of England Infant School	169	- 10	703,048	701,769	726,614	-23,566	-24,845	-1,279
Polehampton Church of England Junior School	239	1	930,344	923,914	908,530	21,814	15,384	-6,430
Radstock Primary School	421	-	1,514,596	1,524,643	1,485,539	29,057	39,104	10,047
Rivermead Primary School	411	10	1,476,228	1,481,946	1,415,724	60,504	66,222	5,718
Robert Piggott CofE Infant School	106	- 16	489,770	486,600	533,893	-44,123	-47,293	-3,170
Robert Piggott CofE Junior School	179	5	740,111	735,504	707,641	32,471	27,863	-4,608
Saint Sebastian's Church of England Aided Primary S	149	- 4	682,188	681,643	693,857	-11,669	-12,214	-545
Shinfield Infant and Nursery School	267	-	1,122,773	1,122,898	1,107,317	15,456	15,581	125
Shinfield St Mary's CofE Junior School	356	36	1,350,630	1,353,582	1,228,345	122,285	125,237	2,952
Sonning CofE Primary School	208	1	806,617	800,068	792,611	14,006	7,457	-6,549
South Lake Primary School	415	- 3	1,511,893	1,522,193	1,481,579	30,314	40,614	10,300
St Dominic Savio Catholic Primary School	420	2	1,491,080	1,505,102	1,460,235	30,846	44,868	14,022
St Nicholas Church of England Primary, Hurst	136	- 1	596,881	594,388	593,792	3,089	596	-2,493
St Paul's CofE Junior School	385	3	1,416,368	1,417,321	1,361,885	54,483	55,436	952
St Teresa's Catholic Academy	307	- 4	1,118,988	1,117,920	1,111,798	7,190	6,122	-1,069
The Bulmershe School	961	115	5,025,474	5,029,485	4,293,017	732,457	736,468	4,011
The Colleton Primary School	391	8	1,427,375	1,428,666	1,363,292	64,083	65,374	1,291
The Emmbrook School	733	- 22	3,826,662	3,826,055	3,727,727	98,936	98,329	-607
The Forest School	664	- 116	3,326,728	3,257,796	3,771,080	-444,351	-513,284	-68,933
The Hawthorns Primary School	426	5	1,509,107	1,508,268	1,465,955	43,152	42,313	-839
The Holt School	1,067	35	5,121,600	5,121,600	4,728,434	393,166	393,166	0
The Piggott School	1,195	48	5,355,983	5,258,933	5,055,379	300,603	203,554	-97,049

APPENDIX A

Comparison between Option 1 and Option 3

			A	B	C			
School Name	Draft Oct 18 census NOR to be verified by DFE	NOR Variance against 18-19 NOR (oct 17 census)	Option 1 (no changes) i.e. Capped at 3%, no Floor, MFG .5%, Min. Draft 19-20 SB budget	Option 3 (moving nearer to NFF)- Using Option 1 reduc. Lump sum and inc. in deprivation. Draft 19-20 SB budget	18-19 Post MFG Budget	Variance between last year and Option 1 (A-C)	Variance between last year and Option 3 (B-C)	Variance between Option 3 and Option 1 (+ gain) and (- loss).
			103,222,519	103,222,519	98,742,721			
Waingels College	1,031	- 38	4,955,136	4,948,800	5,063,535	-108,400	-114,735	-6,336
Walter Infant School	269	4	1,028,783	1,030,855	998,443	30,340	32,412	2,072
Wescott Infant School	159	- 7	668,696	667,761	685,252	-16,556	-17,491	-934
Westende Junior School	237	- 2	940,410	937,965	925,912	14,497	12,053	-2,445
Wheatfield Primary School	165	30	703,418	709,147	601,285	102,133	107,863	5,729
Whiteknights Primary School	416	8	1,605,790	1,629,041	1,549,650	56,139	79,391	23,252
Willow Bank Infant School	180	3	724,524	719,128	699,740	24,784	19,388	-5,396
Willow Bank Junior School	239	3	923,827	916,417	895,350	28,477	21,067	-7,410
Windmill	196	43	864,338	871,548	706,101	158,237	165,447	7,209
Winnersh Primary School	445	- 18	1,598,220	1,597,965	1,604,042	-5,821	-6,077	-255
Woodley CofE Primary School	315	2	1,186,218	1,191,221	1,161,223	24,995	29,997	5,003
Floreat Silver Meadow Primary School	-	- 18	0	0	209,305	-209,305	-209,305	0
The Coombes Church of England Primary School	400	-	1,432,537	1,446,257	1,411,124	21,413	35,133	13,720
Nine Mile Ride Primary School	339	3	1,227,174	1,227,315	1,213,831	13,343	13,484	140
St Crispin's School	958	18	4,598,400	4,598,400	4,548,771	49,629	49,629	0
					Gainer	51	51	36
					Loser	13	13	27

APPENDIX B - Option 1 Draft 2019-20 budget against 18-19 budget.

School Name	Draft Oct 18 census NOR to be verified by DFE	NOR Variance against 18-19 NOR (oct 17 census)	19-20 Post MFG Budget	18-19 Post MFG Budget	Variance	19-20 Post MFG per pupil Budget	18-19 Post MFG per pupil Budget	Variance
Aldryngton Primary School	314	- 2	1,156,404	1,143,200	13,204	3,683	3,618	65
All Saints CofE (Aided) Primary School	277	5	1,245,261	1,219,180	26,081	4,528	4,515	13
Bearwood Primary School	256	1	1,075,628	1,059,826	15,802	4,202	4,156	45
Beechwood Primary School	366	8	1,343,640	1,307,069	36,571	3,671	3,651	20
Bohunt School Wokingham	805	282	3,951,384	2,610,510	1,340,873	4,909	4,991	- 83
Crazies Hill CofE Primary School	92	-	464,928	459,481	5,447	5,054	4,994	59
Earley St Peter's Church of England Primary School	488	1	1,715,715	1,692,951	22,765	3,530	3,491	40
Emmbrook Infant School	173	- 7	736,202	755,147	- 18,946	4,256	4,195	60
Emmbrook Junior School	246	- 1	957,117	944,031	13,087	3,891	3,822	69
Evendons Primary Free School	347	40	1,221,459	1,089,710	131,749	3,530	3,559	- 29
Farley Hill Primary School	207	3	798,691	778,564	20,126	3,858	3,816	42
Finchampstead CofE VA Primary School	113	- 1	505,920	506,825	- 906	4,477	4,446	31
Floreat Montague Park Primary School	160	70	814,606	545,941	268,664	5,115	6,100	- 985
Gorse Ride Infants' School	156	- 6	681,692	692,262	- 10,570	4,370	4,273	97
Gorse Ride Junior School	231	- 13	916,656	943,325	- 26,669	3,968	3,866	102
Grazeley Parochial Church of England Aided Primary School	188	19	814,198	745,786	68,411	4,331	4,413	- 82
Hatch Ride Primary School	197	- 4	767,510	774,741	- 7,231	3,896	3,854	42
Hawkedon Primary School	625	-	2,189,806	2,136,611	53,195	3,504	3,419	85
Highwood Primary School	266	31	1,152,359	1,027,207	125,152	4,332	4,371	- 39
Hillside Primary School	421	3	1,559,611	1,511,923	47,688	3,713	3,626	88
Keep Hatch Primary School	393	- 4	1,466,264	1,441,940	24,324	3,731	3,632	99
Lambs Lane Primary School	223	4	893,611	870,055	23,556	4,007	3,973	34
Loddon Primary School	517	15	1,809,500	1,708,743	100,757	3,514	3,417	96
Maiden Erleigh School	1,387	9	6,657,600	6,335,864	321,736	4,800	4,598	202
Nine Mile Ride Primary School	339	3	1,223,694	1,213,831	9,863	3,610	3,613	- 3
Oakbank	510	30	2,717,474	2,556,693	160,781	5,328	5,326	2
Oaklands Infant School	170	- 2	683,766	679,596	4,170	4,094	4,021	73
Oaklands Junior School	253	7	952,739	917,730	35,008	3,766	3,731	35
Polehampton Church of England Infant School	169	- 10	702,984	726,614	- 23,630	4,160	4,059	100
Polehampton Church of England Junior School	239	1	927,844	908,530	19,314	3,882	3,817	65
Radstock Primary School	421	-	1,510,204	1,485,539	24,664	3,587	3,529	59
Rivermead Primary School	411	10	1,471,968	1,415,724	56,244	3,590	3,539	51
Robert Piggott CofE Infant School	106	- 16	489,726	533,893	- 44,167	4,620	4,376	244
Robert Piggott CofE Junior School	179	5	738,184	707,641	30,543	4,124	4,067	57
Saint Sebastian's Church of England Aided Primary School	149	- 4	682,176	693,857	- 11,681	4,672	4,626	47
Shinfield Infant and Nursery School	267	-	1,122,702	1,107,317	15,385	4,205	4,147	58
Shinfield St Mary's CofE Junior School	356	36	1,350,547	1,228,345	122,202	3,794	3,839	- 45
Shinfield West Primary School	18	-	210,018	209,305	713	12,001	11,960	41
Sonning CofE Primary School	208	1	804,459	792,611	11,848	3,868	3,829	39
South Lake Primary School	415	- 3	1,507,573	1,481,579	25,995	3,633	3,544	88
St Crispin's School	958	18	4,598,400	4,548,771	49,629	4,800	4,839	- 39
St Dominic Savio Catholic Primary School	420	2	1,486,717	1,460,235	26,483	3,557	3,510	47
St Nicholas Church of England Primary, Hurst	136	- 1	595,414	593,792	1,622	4,378	4,334	44
St Paul's CofE Junior School	385	3	1,416,313	1,361,885	54,428	3,679	3,565	114
St Teresa's Catholic Academy	307	- 4	1,115,843	1,111,798	4,044	3,635	3,575	60
The Bulmershe School	959	113	5,015,345	4,293,017	722,328	5,230	5,074	155
The Colleton Primary School	391	8	1,423,903	1,363,292	60,611	3,660	3,578	82
The Coombes Church of England Primary School	400	-	1,428,438	1,411,124	17,314	3,607	3,563	44
The Emmbrook School	733	- 22	3,774,441	3,727,727	46,715	5,149	4,937	212
The Forest School	664	- 116	3,316,464	3,771,080	- 454,615	4,995	4,835	160
The Hawthorns Primary School	426	5	1,504,672	1,465,955	38,717	3,532	3,482	50
The Holt School	1,067	35	5,121,600	4,728,434	393,166	4,800	4,582	218
The Piggott School	1,195	48	5,339,016	5,055,379	283,637	4,470	4,409	60
Waingels College	1,031	- 38	4,948,800	5,063,535	- 114,735	4,800	4,737	63
Walter Infant School	269	4	1,025,951	998,443	27,507	3,814	3,768	46
Wescott Infant School	159	- 7	662,309	685,252	- 22,943	4,165	4,128	37
Westende Junior School	237	- 2	932,477	925,912	6,565	3,935	3,874	60
Wheatfield Primary School	165	30	703,350	601,285	102,065	4,276	4,471	- 195
Whiteknights Primary School	416	8	1,601,483	1,549,650	51,832	3,850	3,798	52
Willow Bank Infant School	180	3	722,605	699,740	22,865	4,037	3,976	61
Willow Bank Junior School	239	3	921,335	895,350	25,985	3,855	3,794	61
Windmill	196	43	864,262	706,101	158,161	4,421	4,630	- 209
Winnersh Primary School	445	- 18	1,598,159	1,604,042	- 5,883	3,608	3,479	128
Woodley CofE Primary School	315	2	1,182,937	1,161,223	21,714	3,767	3,722	45
TOTAL	24,349	628	103,292,050	98,742,721	4,549,329			

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TITLE 2019/20 Proposed De-delegation Budget

FOR CONSIDERATION BY Schools Forum on 12th December 2018

WARD (All Wards);

DIRECTOR Director of Children's Services - Carol Cammiss

OUTCOME / BENEFITS TO THE COMMUNITY

N/A

RECOMMENDATION

The Schools Forum maintained school members are asked to approve the following:

1. The new allocation method proposed by the council and maintained Task and Finish group members, and
2. To agree each item to be de-delegated for 2019/20 budget.

SUMMARY OF REPORT

The services that the council provides on behalf of schools needs to be approved by the maintained schools representative(s) of the Schools Forum each year. This report provides details of the services and the support currently provided for consideration for 2019/20. In addition the report proposes a revised basis of cost allocation, taking account of individual school roll numbers, and moving away from a basic flat rate.

2019/20 De-delegated Budget December 2018

.01 Purpose of the Report

This report is to seek approval from the maintained primary schools and maintained secondary schools for each proposed de-delegated item, and to agree the basis of cost allocation.

.02 Recommendation

The Schools Forum maintained school members are asked to approve the following:

1. The new allocation method proposed by the council and maintained Task and Finish group members, and
2. To agree each item to be de-delegated for 2019/20 budget.

.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.

The Schools Block Task and Finish group met to discuss the Schools Block budget on 13th November 2018 and at the end of that meeting, the Maintained Schools representatives met with the council to discuss the 2019/20 de-delegation proposals.

2 options were reviewed; no change to the basis of allocation used in 2018/19, and changing the allocation based on the number on roll. After reviewing the impact, the schools representatives (Colleton and Bulmershe) decided that allocation based on the number on roll would be most appropriate for all items except contingency and licences which will be kept on a flat rate basis. Table A at the end of this report shows the impact for individual schools.

The school business managers that attended the Bursar's briefing on 22nd November 2018 were informed of the proposed changes in the allocation, with opportunities given to discuss.

.04 **De-delegated items**

The services which the council are allowed to de-delegated for 2019/20 are listed below:

1. Contingencies (including schools in financial difficulties and deficits of closing schools)

The contingency is to support schools in financial difficulty not of the school's own making i.e. falling rolls, exceptional circumstances and to fund closing schools that still have a deficit.

Any school that would like to access this fund will need to state the issue and will need to meet with the School's Finance Manager, so that the situation can be assessed as an exceptional case or not. An example of a special case could be a fraudulent activity in the school, which the school are pursuing in legal procedure that has resulted in a loss of funding, and this was not due to negligence within the school.

Any decision will need the agreement of the Assistant Director for Education and will be communicated to the Schools Forum. This will be a standing item at all Schools Forum meetings.

Schools that are struggling to manage their budget should contact Schools Finance for support at the earliest opportunity to minimise the ongoing impact and to apply for a licence deficit if applicable.

2. Behaviour support services, service commissioned from Foundry for primary maintained schools.

3. Support to underperforming ethnic groups and bilingual learner. Please See Appendix A for more detail on the service offered.

4. Staff costs supply cover (for example, long-term sickness, maternity, trade union and public duties). Please see Appendix B for more information.

5. Licences and Subscriptions:

Please see table below:

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

6. Insurance. Budget for maintained schools 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 insurance cover.

Through economies of scale, the council is able to commission more favourable rates than individual schools are likely to receive if they went out to the general market themselves. If schools source their own insurance, the council will need to approve the cover to ensure at an acceptable level to mitigate any risks for the council.

.05 **Financial Summary**

The proposed de-delegated budget provision for 2019/20 financial year is £1,312,582 please see Table A below.

Coral Miller
Interim Senior Finance Specialist - Schools
December 2018

Bob Watson
Lead Specialist – Finance (deputy s.151 officer)
December 2018

APPENDIX A

Ethnic Minority Achievement funding

The funding currently supports a well-regarded and strong service, which works with schools to develop provision and improve outcomes for pupils learning EAL, pupils from minority ethnic backgrounds, and disadvantaged pupils.

The de-delegation and central use of this funding enables:

- **The LA Teaching and Learning Adviser to support schools to diminish differences for disadvantaged children, children learning EAL and those from minority ethnic groups.**

Support includes:

- Training courses and termly network meetings for EAL and pupil premium, and input to Headteacher briefings, 'Getting to Good' meetings, SENCO and early years network meetings.
- In-school support for EAL and pupil premium, including: support for pupil premium leaders and EAL co-ordinators; support for teaching assistants who champion pupil premium children and who support EAL pupils; staff meetings on EAL and pupil premium; pupil premium reviews; and EAL surgeries.
- General advice and guidance via email/ telephone and access to guidance and resources on the Wokingham Schools Hub for EAL and pupil premium. The EAL pages on the Wokingham Schools Hub are some of the most visited pages on the website.
- Other school improvement projects, for example current partnership work with the secondary federation and primary Headteacher association to support schools to strengthen KS2-3 transition. Transition network meetings held this academic year are facilitating the sharing of units of work and good practice, and leading to borough-wide projects.

The funding enables the LA to provide all pupil premium support free of charge to schools, and EAL training and support free of charge to maintained schools.

Feedback on support provided to schools is extremely positive. Pupil premium network meetings are particularly well attended and well received. 30 Wokingham schools were represented at the last meeting. Ideas shared at pupil premium network meetings have been widely adopted by schools, for example, the '5 a day' initiative and the concept of 'tilt'. Comments from feedback forms from recent meetings include:

'Very inspiring'

'Idea of 'tilt' useful – will share with colleagues and ask teachers to think about.'

'Will have a PP focus in all staff meetings'

'I will double the length of my planned PP staff meeting to incorporate all the ideas I have gained.'

A pupil premium 'Ideas Exchange' event for secondary schools has been held for the last two years, in partnership with Wellington College. These events have been attended by almost all secondary schools and have been very well received:

'Extremely interesting and very thought provoking'

'Excellent event for networking and sharing'

'Gained good ideas I can take back to school'

Feedback comments on other courses and staff meetings include:

A very informative and useful session.

Great training. Lots of useful resources.

I will use the Racing to English resources to support new arrivals.

I will create time for teachers to have 1-1 discussions with PP children in their class.

Pupil premium will be on the agenda at all FGB meetings.

Other feedback from staff who have received support includes:

'Emily has been a massive support in my first year as PP leader for my school. She has helped me to develop the leadership of such an important area in our school. It really helped me when she came on a learning walk with me in school. I feel far more confident about doing this by myself now.' (Teacher, June 2017)

'A clear lead on good practice for improving the performance of pupil premium children.' (Headteacher, June 2017)

Outcomes for PP pupils have improved in many of the schools provided with PP support. Recent Ofsted inspection reports include many positive comments about provision and outcomes for disadvantaged children. For example:

'Additional funding is used very well and disadvantaged pupils catch up quickly because of well-judged support.'

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

The model of PP Champions developed in the borough has been cited as good practice in Ofsted reports:

'Teaching assistants support learners well. .. Many act as champions for individual learners, ...keeping a sharp oversight in lessons to make sure pupils have understood and make good progress.'

- **The two LA Bilingual Teaching Assistants to support newly arrived Polish and Arabic speaking pupils in maintained schools.** The Bilingual Teaching Assistants are in great demand, and schools have reported on the huge impact that their support has had for pupils who are at the early stages of learning EAL. Feedback from schools includes:
'The TA has produced a great number of resources...she has been a godsend.'
'Support during Literacy lessons ensured that L's grasp of the language developed very quickly. The TA made a tremendous impact on L's ability to access the national curriculum.'
Pupils supported by the TAs make good progress in 'catching up' with their native English speaking peers and have achieved well in KS2 tests/ GCSE exams relative to the length of time they have been learning English. As well as impacting on children's learning, feedback from schools indicates that the TAs have a significant impact on children's social interactions and emotional well-being. They also have an impact on the school staff that they work with, and on the resources available in school, which children continue to benefit from after their support has ended.
- **The LA to provide schools with funding to support the most vulnerable pupils with EAL, those who are newly arrived in the UK.** During the academic year 2016-17, funding was provided to 31 maintained schools for 167 newly arrived children. The funding enables

schools to provide 20 hours of TA support and to buy dual language books and bilingual dictionaries. Because admission of new arrivals is unpredictable, it would be difficult for schools to budget to support such pupils if the funding was not de-delegated.

- **The provision of support to secondary schools from a specialist consultant with entering students for GCSEs in their first languages.** The initiative to encourage EAL students to take GCSEs in their home language has been welcomed by schools and has continued to grow since support was first offered, with increasing numbers of students with different languages being entered each year. Excellent results have been achieved. 58 students were entered by Wokingham secondary schools for GCSEs in their home language in summer 2017. 56 of the students achieved C+ grades, and 46 (79%) achieved A or A* grades. Similar results have been achieved in previous years. The cohort in 2017, as in previous years, included EAL students with SEN, low prior attainment, and students who joined their schools in Years 10 or 11 and who were at the early stages of learning English. The strong grades are likely to have been particularly important for these students. School staff are supported to understand the requirements of the exams and how to help students to prepare, and speakers of the languages are sourced to conduct the oral exams.

APPENDIX B

TABLE OF STAFF COSTS SUPPLY COVER

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

Paternity Leave – 2 week full pay.

Trade union cover – one full time post, funding to support schools that need to cover trade union duties.

Public duties – supply cover for Jury service.

These costs for maintained schools are charged directly to the Council rather than the school.

TABLE A										
DE-DELEGATED 2019-20 BUDGET										
De-delegated services to maintained schools only										
School Name	NOR	Fixed Fee		Based on Number on roll					18-19 Charge (Excludes Licence refund)	Variance
		Contingency (school in fin. Diff and def. of closing schools)	Licences/subscriptions*	Insurance	Staff costs - supply cover	Support to underperforming EMG & bilingual learners**	Behaviour support services - Primary only	TOTAL		
Cost per school										
Aldryngton Primary School	314	2,491	1,511	10,512	6,962	2,750	7,135	31,360	30,798	562
All Saints C.E. (Aided) Primary School	275	2,491	1,511	9,207	6,097	2,408	6,248	27,962	30,798	-2,836
Bearwood Primary School	256	2,491	1,511	8,571	5,676	2,242	5,817	26,307	30,798	-4,491
Beechwood Primary School	366	2,491	1,511	12,253	8,115	3,205	8,316	35,891	30,798	5,093
Crazies Hill C. E. Primary School	92	2,491	1,511	3,080	2,040	806	2,090	12,018	30,798	-18,780
Emmbrook Infant School	173	2,491	1,511	5,792	3,836	1,515	3,931	19,075	30,798	-11,723
Emmbrook Junior School	246	2,491	1,511	8,236	5,454	2,154	5,589	25,436	30,798	-5,362
Farley Hill Primary School	207	2,491	1,511	6,930	4,589	1,813	4,703	22,038	30,798	-8,760
Finchampstead Primary School	113	2,491	1,511	3,783	2,505	990	2,568	13,847	30,798	-16,951
Gorse Ride Infant School	156	2,491	1,511	5,223	3,459	1,366	3,545	17,594	30,798	-13,204
Gorse Ride Junior School	231	2,491	1,511	7,734	5,122	2,023	5,249	24,129	30,798	-6,669
Grazeley Parochial Primary School	188	2,491	1,511	6,294	4,168	1,646	4,272	20,382	30,798	-10,416
HAWKEDON PRIMARY SCHOOL	625	2,491	1,511	20,924	13,857	5,474	14,201	58,458	30,798	27,660
Highwood Primary School	266	2,491	1,511	8,905	5,898	2,330	6,044	27,178	30,798	-3,620
Hillside Primary School	420	2,491	1,511	14,061	9,312	3,678	9,543	40,596	30,798	9,798
Keep Hatch Primary School	393	2,491	1,511	13,157	8,713	3,442	8,930	38,244	30,798	7,446
Lambs Lane Primary School	223	2,491	1,511	7,466	4,944	1,953	5,067	23,432	30,798	-7,366
Loddon Primary School	515	2,491	1,511	17,242	11,418	4,510	11,702	48,873	30,798	18,075
Polehampton C E Junior School	239	2,491	1,511	8,001	5,299	2,093	5,430	24,826	30,798	-5,972
Polehampton C of E Infant School	169	2,491	1,511	5,658	3,747	1,480	3,840	18,727	30,798	-12,071
Radstock Primary School	421	2,491	1,511	14,095	9,334	3,687	9,566	40,683	30,798	9,885
Rivermead Primary School	410	2,491	1,511	13,726	9,090	3,591	9,316	39,725	30,798	8,927
Robert Piggott CE Infant School	106	2,491	1,511	3,549	2,350	928	2,408	13,238	30,798	-17,560
Robert Piggott CE Jnr School	179	2,491	1,511	5,993	3,969	1,568	4,067	19,598	30,798	-11,200
Shinfield Infant & Nursery Sch	267	2,491	1,511	8,939	5,920	2,338	6,067	27,265	30,798	-3,533
Shinfield St. Mary's CE (VA) Junior School	356	2,491	1,511	11,918	7,893	3,118	8,089	35,020	30,798	4,222
Sonning Church of England Primary School	208	2,491	1,511	6,964	4,612	1,822	4,726	22,125	30,798	-8,673
South Lake Primary School	415	2,491	1,511	13,894	9,201	3,634	9,429	40,161	30,798	9,363
St Dominic Savio Catholic Schl	418	2,491	1,511	13,994	9,268	3,661	9,498	40,422	30,798	9,624
St Paul's C of E Junior School	385	2,491	1,511	12,889	8,536	3,372	8,748	37,547	30,798	6,749
St. Nicholas C.of E. Primary	136	2,491	1,511	4,553	3,015	1,191	3,090	15,851	30,798	-14,947
The Colleton Primary School	389	2,491	1,511	13,023	8,625	3,407	8,839	37,895	30,798	7,097
The Hawthorns Primary School	426	2,491	1,511	14,262	9,445	3,731	9,679	41,119	30,798	10,321
Walter Infant School	269	2,491	1,511	9,006	5,964	2,356	6,112	27,440	30,798	-3,358
Wescott Infant School	159	2,491	1,511	5,323	3,525	1,392	3,613	17,855	30,798	-12,943
Westende Junior School	237	2,491	1,511	7,934	5,255	2,076	5,385	24,652	30,798	-6,146
Whiteknights Primary School	416	2,491	1,511	13,927	9,223	3,643	9,452	40,248	30,798	9,450
Willow Bank Infant School	179	2,491	1,511	5,993	3,969	1,568	4,067	19,598	30,798	-11,200
Willow Bank Junior School	239	2,491	1,511	8,001	5,299	2,093	5,430	24,826	30,798	-5,972
WINNERSH PRIMARY SCHOOL	443	2,491	1,511	14,831	9,822	3,880	10,066	42,600	30,798	11,802
Woodley CE Primary School	314	2,491	1,511	10,512	6,962	2,750	7,135	31,360	30,798	562
The Emmbrook School	733	2,491	1,511	24,540	16,252	6,419		51,213	24,247	26,966
THE BULMERSHE SCHOOL	959	2,491	1,511	32,106	21,262	8,399		65,769	24,247	41,522
Total Allocation	13,531	107,095	64,987	453,000	300,000	118,500	269,000	1,312,582	1,311,212	1,370
							ck	1,312,582	1,312,582	
In 19-20 the SF want to consider unit cost										
Amount required round		107,095	64,987	453,000	300,000	118,500	269,000	1,312,582		
Potential Januay 2019 - TBC										
18-19 Unit costs for De-delegation		2,491	1,511	10,528	6,962	2,755	6,551	30,798		
		107,095	64,987	452,704	299,366	118,465	268,591	1,311,208		

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Schools Forum Forward Plan 2018 /19

16	January	Revenue Monitoring
		Contingencies breakdown
		Centrally retained items including ESG
		High Needs Block 19-20 budget consultation
		Proposed Schools Block Submission and the effect on schools. Include impact and modelling of SB, explanation of changes from Draft budget.
		Task and Finish group update. SB.
		Early years 19-20 budget consultation and approval

13	March	Revenue Monitoring
		High needs block update
		Contingencies breakdown (if applicable)
		Consultation on the High needs block 19-20
		19-20 combined Schools budget report.

12	June	Revenue Monitoring
		Out-turn 1819 report
		Update of Scheme for financing schools
		Report to the DfE on the DSG overspend (if applicable).
		Carried forward deficit on centrally retained to be funding from the school block.
		High Needs Block
		Growth Fund projection and out-turn including request to carry forward any deficits if applicable from 18/19.
		Schools Admissions

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