



## **NOTICE OF MEETING**

### **Schools Forum**

**Thursday 14 September 2017, 4.30 pm**

**Function Room, Fifth Floor, Easthampstead House, Bracknell**

**To: The Schools Forum**

#### **Schools Members:**

One Vacancy, Primary School Governor  
One Vacancy, Primary School Governors  
One Vacancy, Primary School Governors  
One Vacancy, Primary School Governors  
Brian Fries, Secondary School Governor  
One Vacancy, Secondary School Governor  
Liz Cole, Primary School Representative  
Karen Davis, Primary Head Representative  
Trudi Sammons, Primary School Representative  
Grant Strudley, Primary Head Representative  
Keith Grainger, Secondary Head Representative  
Debbie Smith, Secondary Head Representative  
One Vacancy, Academy Governor Representative  
One Vacancy, Academy Governor Representative  
Martin Gocke, Pupil Referral Unit Representative  
Peter Floyd, Special School Representative

#### **Non-Schools Members**

Michelle Tuddenham, PVI Provider Representative  
Dominic Asater, 14-19 Partnership Representative  
Vacant, Diocese Representative (Roman Catholic)  
One Vacancy, Diocese Representative (Church of England)  
One Vacancy, Union Member

ALISON SANDERS  
Director of Resources

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Published: 6 September 2017

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**Thursday 14 September 2017, 4.30 pm**

**Function Room, Fifth Floor, Easthampstead House, Bracknell**

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted. Those wishing to record proceedings at a meeting are however advised to contact the Democratic Services Officer named as the contact for further information on the front of this agenda as early as possible before the start of the meeting so that any special arrangements can be made.

### **AGENDA**

Page No

1. **Election of Chairman**

2. **Appointment of Vice Chairman**

3. **Apologies for Absence/Substitute Members**

To receive apologies for absence and to note the attendance of any substitute members.

4. **Declarations of Interest**

Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.

Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

Any Member with an affected Interest in a matter must disclose the interest to the meeting and must not participate in discussion of the matter or vote on the matter unless granted a dispensation by the Monitoring officer or by the Governance and Audit Committee. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.

5. **Minutes and Matters Arising**

To approve as a correct record the minutes of the meeting of 13 July 2017

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6. **Update on School and Education Funding**

To receive an update on the school and education funding.

13 - 26

7. **The Schools Budget - 2017-2018 Budget Monitoring and other Financial Matters**

To receive an update on 2017-2018 budget monitoring and other financial matters.

27 - 38

8. **Schools Forum Membership Review**

To receive an update on the Schools Forum Membership.

39 - 46

9. **Schools Forum Workshops**

To explore the possibility of holding workshops within Schools Forum.

10. **Dates of Future Meetings**

The dates of future meetings are:

19 October 2017

7 December 2017

18 January 2018

22 March 2018

19 April 2018

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**SCHOOLS FORUM**  
**13 JULY 2017**  
**4.30 PM**



**Present:**

**Schools' Members**

Brian Fries, Secondary School Governor  
Liz Cole, Primary School Representative  
Karen Davis, Primary Head Representative  
Trudi Sammons, Primary School Representative  
Grant Strudley, Primary Head Representative  
Debbie Smith, Secondary Head Representative  
Martin Gocke, Pupil Referral Unit Representative  
Anne Shillcock, Special Education Representative

**Academies' Members**

Beverley Stevens, Academy School Representative

**Non-Schools' Members:**

Michelle Tuddenham, PVI Provider Representative

**Observer:**

Councillor Dr Gareth Barnard, Executive Member for Children, Young People & Learning

**Also Present:**

**Apologies for absence were received from:**

Keith Grainger, Secondary Head Representative  
Dominic Asater, 14-19 Partnership Representative

**1. Election of Chairman**

As no Members of the Forum put themselves forward as Chairman, Debbie Smith agreed to take up the position of Chairman for this meeting only and it was agreed that the Nomination of Chairman would be taken forward to the next meeting of the Forum.

**2. Nomination of Vice-Chairman**

As there was no nominations for Vice Chairman it was agreed that the Nomination of Vice Chairman would be taken forward to the next meeting of the Forum.

**3. Declarations of Interest**

Declarations of Interest were received from Grant Strudley in respect to Item 9, Arrangements for Additional Financial Support to Schools and Councillor Dr Gareth Barnard as Governor of Garth Hill College.

#### 4. **Minutes and Matters Arising**

It was clarified that the rejection of the recommendation in item 51 Proposals for the 2017-18 High Needs Block had no implications.

**RESOLVED** that the minutes held on 9 March 2017 be approved and signed by the Chairman as a correct record.

#### 5. **Council Response To Questions Previously Raised By The Schools Forum Regarding High Needs Block Funding**

Ian Dixon and Frank Glennon attended the Forum to present a more detailed response to questions that had been raised by the Forum in regards to historic decision making along with an update on the High Needs Block review.

As a result of the Members' questions, the following points were made:

- Research on the percentage modelling of SEN places at BLV had previously been undertaken. There is an agreement in place that there would be 40 places in an integrated unit. There is no requirement for a unit for pupils with sensory impairment as the numbers are low and the pupils are making progress in mainstream schooling.
- The national growth trend showed there was an increased number of pupils with ASD and it may be a challenge to place these pupils in integrated facilities as some schools / Academies may not be as keen to take these pupils.
- ASD could be met in mainstream schools however mixed with other issues e.g. SEMH this could be a challenge.
- The Government has indicated a possible reduction to the central budget around alternative provision.
- There had been inconsistent approaches to exclusions in Primary Schools, and it was noted by Primary Heads that they felt they had been very lenient with their approach. Seventeen schools had used fixed exclusions in the past year.
- The outreach model was being built up with an in-house training session held a few weeks ago.
- Strategic discussions were being held within the Council with the changing nature of SEN delivery on the agenda.
- All additional resources would be reviewed as part of the transformation programme with input from Head Teachers SEN strategy group and other agencies.
- All data in the action plan had been received directly from schools. There was currently no resource available to provide quality analysis of this data to map needs. A data team provision was being looked at as part of transformation.
- There are a range of services that schools receive support from. There are discussions amongst those services to effect a more joined up approach to supporting schools, especially in respect of auditing their practice and procedures in respect of SEN. This is important given that the majority of students on school's SEN registers will not have an EHCP and that the Code of Practice requires schools to keep a register of students receiving SEN Support and evidence how they are assessing, meeting and reviewing the needs of each student,
- The Council's services to schools can help schools at recording SEN and with their auditing practice. Work was currently happening in silos with a new joined up approach for auditing practice planned. This was especially needed

for SEN as there were over seven hundred children with plans in place with many not needing them.

- At the last Forum meeting, the Forum agreed that the High Needs Provision didn't meet the required needs. As a result an Action Plan until August 2018 had been created with all actions implemented and taken to the SEN Action group for review. Head Teachers were also putting plans in place to improve the strategy.
- It was requested that an update on the action plan be provided at each Forum meeting. It was suggested that the action plan be placed on the Agenda for the October 2017 Forum meeting and it would be decided at the October meeting whether it would be on the December 2017 Forum Agenda as there may not be much movement.
- Some actions on the plan were red as they are dependent on actions within the wider transformation plan being completed.
- The plan was largely based on the recommendations agreed in the High Needs Review and had been agreed by DMT. Although the wording had been adapted slightly, the headlines and actions were the same.

## 6. **BFC Proposals For Changes To Operational And Administrative Arrangements For Free Childcare Places**

The Forum received a report seeking agreement on proposals for changes to the operational and administrative arrangements for free childcare placements in Bracknell Forest.

Extended childcare provision was a new statutory duty with changes to the operational and administrative arrangements also coming into effect through revised statutory guidance which was set out within the report.

Currently School Childcare and PVI Childcare can operate under different arrangements. However DfE guidance now clearly states that there should be consistency for all providers and the report set out a number of changes considered necessary to be made.

In order to seek views from providers on the proposed new arrangements, a consultation was undertaken for which sixteen responses were received. The feedback had been positive although one provider did not support the compliance checking.

As a result of the Members' questions, the following points were made:

- PVIs would be written to in advance of a compliance check and told what paperwork would be needed to be made available to audit
- There was a £25 admin fee for late and incomplete claims as there was lots of work entailed if this occurred.
- It was commented that the report was a very interesting read and it was very useful to know how much paperwork was involved in the process.

**RESOLVED** that the Forum **AGREE** that taking account of the significant support from providers to the proposed Provider Agreement, that with effect from 1 September 2017, the revised agreement, as set out in Annex B is adopted.

## 7. **School Academy Conversion Process: Proposal To Recover Costs**

The Forum considered a report to whether schools undertaking the academy conversion process should be required to reimburse to the Council relevant costs which could be funded from the £25,000 grant that the DfE allocated to schools to meet their conversion costs. Local authorities do not receive any grant funding to complete an intensive process that involves the legal, HR, property and finance functions.

Based on information gathered from relevant officers, it had been calculated that the average cost for the Council to undertake a Primary conversion was £8k and an estimate for a larger and generally more complex Secondary conversion was £10k. However this could vary, most often depending on the site and whether there were property issues involved.

A consultation had been undertaken with schools between 14 – 30 June 2017, with 15 (45%) making a response which in general supported the proposals to update the Scheme for Financing Schools to allow the council to directly charge schools converting to an academy..

As part of the consultation, a letter from Edgbarrow School had been received and this was included at Annex 1 of the report, together with a draft response.

As a results of the Members' questions, the following points were made:

- Legal costs had been included as they are involved in the conversion process. In addition there were occasions when in-house provisions do not have capacity to support the conversion process and in these cases legal advice would have to be purchased externally.
- An average cost of service approach to charging was the preferred option as the Council didn't want to calculate costs and time recording for each individual conversion as this would be time consuming and impact on delivering services.
- Great Hollands conversion had probably cost twice the average cost amount due to complex property and legal issues.
- 45% response rate was considered good compared to other consultations.
- The wording in 5.11 was revised to: Costs incurred by the LA in completing the academy conversion process, at the average estimated amount, as reasonably assessed by the LA, subject to schools continuing to receive grant funding to assist the academy conversion process. In circumstances where costs are reasonably assessed to have exceeded the average cost by more than 50%, then the higher amount can be charged.
- The Council hadn't made representations to the DfE in relation to the Council's costs relating to the academy conversion process as it wasn't the Council's policy to comment back
- The Council was doing planning for possible conversions but work had been hindered due to Ofsted and the Council's Transformation Programme.
- New build academies were the Local Authority's responsibility to fund and would need relevant funding to pay for any cost of conversion charge levied..

**RESOLVED** that the Forum **NOTE** that in general, consultation responses from schools are supportive to the proposal from the council to recover from relevant schools reasonable costs associated with the academy conversion process.

**RESOLVED** that **MAINTAINED SCHOOL MEMBERS** on the Forum **AGREE**:



1. That relevant schools should be charged the average full cost to the council of undertaking the academy conversion process, currently estimated at £8,000 for primary schools and £10,000 for secondary schools.
2. That where costs on specific conversions are expected to exceed the average cost by 50%, then the full actual cost can be recovered.
3. That the Scheme for Financing Schools is updated accordingly, with the text in paragraph 5.11 subject to the amendment.

## 8. **Arrangements For Additional Financial Support To Schools**

The Forum received an Annual Report which sought agreement in respect of proposals for additional financial support to schools. In particular revisions to existing loan agreements and a new loan request.

The Forum noted that School Funding Regulations allowed for additional funding outside of the operational funding formula was to be provided to schools considered to be in financial difficulty.

Following the September 2016 Forum meeting where the Forum had been advised of the funding allocations for 2016/17, the Director of CYPL had agreed an allocation of £16k to Great Hollands Primary School following their Ofsted inspection in October 2016.

There were five schools with existing loan arrangements. Ascot Heath Junior School was the only school where a new loan had been proposed for 2017/18.

In light of advances approaching the maximum 40% of aggregate school surplus balances as permitted by the existing loan scheme, this restriction would be reviewed over the summer months and brought back to the Forum for discussion in the Autumn Term.

### **RESOLVED** that the Schools Forum **NOTE:**

1. The final expenditure for 2016-17 on additional financial support to schools, as set out in Annex B.
2. The previously agreed loans for the following schools are on target to be repaid in accordance with the agreed conditions:
  - i. Great Hollands;
  - ii. Sandhurst Secondary School;
  - iii. Brakenhale Secondary Academy School;
  - iv. Easthampstead Park Secondary School;

### **RESOLVED** that the **MAINTAINED SCHOOL REPRESENTATIVES** on the Schools Forum **AGREE:**

1. That subject to the school governors confirming the loan schedule and compliance with the associated terms and conditions of the loan scheme:
  - i. Wildmoor Heath Primary School receives a further advance of £0.040m, for repayment by 31 March 2020 (paragraph 5.18);
  - ii. Birch Hill repayment schedule for the existing £0.030m loan is extended by 1 year to 31 March 2020 and that the repayment instalments amended to 3 equal annual repayments of £0.010m (paragraph 5.21);
  - iii. Ascot Heath Infant School is granted a new loan of £0.020m, for repayment by 31 March 2019 (paragraph 5.23).

## 9. **2016-17 Provisional Outturn On The Schools Budget**

The Forum received an annual report informing Members of the provisional outturn on the 2016/17 schools budget, including the allocation of balances and the use of earmark reserves.

The following key points were made:

- As part of the budget setting process in January 2016 the Forum had agreed to release £213k from the Schools Budget General Reserve to fully finance budget proposals.
- A number of self balancing budget adjustments had been made during the year to reflect the transfer of funds from the centrally managed budgets in line with the DFE Funding Regulations.
- There had been a £1m underspend in the Non maintained special schools and collages budget area of the High Needs Block, which was the most significant area of budget variation.
- A number of year end transfers had been processed in accordance with accounts closedown. The significant underspend opened up a number of opportunities.
- A summary of contributions to earmarked reserves from general balances in order to better manage future known pressures were listed at 5.17 of the report.

**RESOLVED** that the Schools Forum **NOTES:**

1. that the outturn expenditure for 2016-17, subject to audit, shows net income of £0.774m which represents an over spending of £0.609m before allocation of reserves and balances (paragraph 5.8);
2. that after transfers to and from earmarked reserves, the Schools Budget under spent by £1.019m (paragraph 5.9);
3. the main reasons for budget variances (paragraph 5.10);
4. as at 31 March 2017, the aggregate surplus on balances and Earmarked Reserves within the Schools Budget amounts to £4.767m (paragraph 5.11);
5. the previously agreed transfers to and from Earmarked Reserves (paragraph 5.12);
6. the transfers to and from balances and Earmarked Reserves processed as part of the accounts closedown process (paragraph 5.13);
7. as at 31 March 2017, the £1.779m surplus balance on the Schools Budget General Reserve (paragraph 5.14);

**RESOLVED** that the Schools Forum **AGREES:**

1. The new allocations proposed from the Schools Budget General Reserve (paragraph 5.17).

## 10. **2016-17 Balances Held By Maintained Schools**

The Forum received an annual report updating them on the level of balances held by maintained schools as at 31 March 2017. These were compared to the previous

financial year balances and the Forum would consider whether any significant surplus balances should be subject to claw – back and re invested within the overall School Budget.

The following key points were made:

- Aggregate surplus balances had decreased by 40% to £1.876m
- At 2.9% of total budget average balances are considered to be below an adequate level for sufficient working balances to cover unforeseen circumstances.
- Ten schools had had deficits, four of which had plans in place.
- Annex B set out the spending plans at schools with significant surplus balances. This information had been requested by the Forum.
- 5.13 of the report gave a summary of indented use of the significant surpluses.
- There was a significant shift on spend away from capital projects. Planned spend was now at 36% compared to 75% in 2016/17.

Grant Strudley, Primary School Representative, had requested that 2016/17 balances and school budget analysis be provided to the Forum. This had been included at 5.16 of the report.

As a results of the Members' questions, the following points were made:

- Pupil funding was a real concern of the Council with many smaller schools struggling. The Council were prepared to assist as best as they could through loans and help with schools individual medium term financial plans. The national funding formula had no input from Local Authorities and was outside of the Council's control.
- The Council had reviewed all schools in the Borough for possible dual site expansions, similar to Warfield as it was recognised as a cost effective option. It had been concluded that no other sites were suitable to expand in this way.

**RESOLVED** that the Schools Forum **NOTES**:

1. The key performance information on all school balances, as set out in paragraph 5.3, and in particular;
  - i. At £1.876m, aggregate surplus balances continue to decline, with an in year reduction of -£1.661m (-40.3%);
  - ii. Significant surplus school balances have reduced by £0.740m (63.4%), mainly as a result of 2 schools undertaking major building programmes;
  - iii. At 2.9%, average balances are considered to be below the level required for working balances to cover unforeseen circumstances and an increase risk exists of schools over spending their budgets. The loan scheme is ensuring that all schools retain sufficient funds.

**RESOLVED** that the Schools Forum **AGREES**:

2. That all of the significant surplus balances held by schools have been assigned for relevant purposes as set out in the approved scheme and should not be subject to claw back (paragraph 5.13).
11. **2016-17 Funding Allocations To Schools From Budgets Centrally Managed By The Local Authority**

The Forum received an annual report on the in-year allocation of funds to schools through School Specific Contingencies and other centrally managed budgets which were funded from the Dedicated Schools Grant (DSG) and in the first instance were managed by the Council.

The following key points were made:

- Jennett's Park was expected to be full in the next two years. The funding allocation was not consistent with how the Council funded other schools. As a result funding would be reduced to £40k in 2017/18 and to £25k the following year.
- The funding allocation to the Pines, which had expanded to two sites and had incurred additional costs such as caretaking, would be re calculated using the methodology set out within the report and funding contribution would be reduced to £15k which was a better fit.
- The Forum were responsible for making any changes to the funding policy each year.

**RESOLVED** that the Forum **NOTES** the following funding allocations to schools, made in accordance with approved policies;

1. £0.282m for significant in-year increases in pupil numbers (paragraph 5.8);
2. £0.066m for schools required to meet the Key Stage 1 Class Size regulations (paragraph 5.12);
3. £0.092m for new and expanding schools (paragraph 5.16);
4. £0.080m for schools with a disproportionate number of SEN pupils (paragraph 5.20);

**RESOLVED** that the Forum **AGREES:**

1. that the new and expanding schools funding allocation to Jennett's Park should be reduced to £40,000 in 2017-18 and that any additional funding in subsequent years would be calculated in accordance with the standard criteria for schools experiencing significant in-year increases in pupil numbers (paragraph 5.15);
2. additional funding allocations to The Pines Primary School for exceptional premises costs are calculated in accordance with the methodology set out in paragraphs 5.24 and 5.25;
3. an exceptional funding allocation of £23,727 for The Pines Primary School to 31 March 2017 (paragraph 5.27);
4. the existing policy text on funds used to distribute centrally managed funds to schools should continue unchanged (Annexes 1, 3, and 6 and paragraph 5.19).

## 12. **Date of Next Meeting**

The date of the next Forum was scheduled for the 14 September 2017.

**CHAIRMAN**

**TO: SCHOOLS FORUM**  
**DATE: 14 SEPTEMBER 2017**

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## **UPDATE ON SCHOOL AND EDUCATION FUNDING** **Director of Children, Young People and Learning**

### **1 PURPOSE OF REPORT**

- 1.1 To update the Forum on proposals issued by the government relating to changes to education and school funding. Following the outcomes from the earlier Stage 1 and Stage 2 consultations, further modifications have now been announced that were not contained in the original proposals, including an additional £1.3bn for core school budgets in the next 2 financial years, with a commitment to increase funding for all local authorities (LAs) from their 2017-18 allocations.
- 1.2 This paper concentrates on the impacts anticipated on schools. There will be other impacts on the LA from changes to funding for High Needs pupils, where further information is awaited.

### **2 EXECUTIVE SUMMARY**

- 2.1 Proposals for reforming school and education funding, most notably through the introduction of a School National Funding Formula (SNFF), were initially announced by the government in March 2016 and these are now reaching a conclusion. The SNFF is expected to be in place from April 2018, with LAs receiving funding for schools on the new national formula, but continuing to have freedom to calculate and distribute funding to schools for the next 2 financial years to March 2020, before the function transfers to the Education and Skills Funding Agency (ESFA) for the implementation of a uniform funding formula for all schools in England.
- 2.2 Following responses to the most recent December 2016 Stage 2 consultation and the outcomes from the general election result, there will be an additional £1.3bn for schools and high needs budgets across 2018-19 and 2019-20. There will be £416m more than was set aside at the last spending review for the core school budget in 2018-19, and £884m more in 2019-20. Spending plans beyond 2020 will be confirmed in the next spending review.
- 2.3 The key headlines from the government on how the extra money will be distributed are:
1. the basic amount that every pupil will attract in 2018-19 and 2019-20 will increase from 2017-18 levels.
  2. in calculating LA funding allocations through the aggregation of individual school budgets on the SNFF, there will be gains of up to 3% a year per pupil, with every school receiving at least a 0.5% a year per pupil cash increase.
  3. the formula settlement to 2019-20 will provide at least £4,800 per pupil for every secondary school.
- 2.4 The full financial impact on schools in Bracknell Forest (BF) will not be known until the Department for Education (DfE) publish the key financial information associated with the latest spending plans, which has been promised for September 2017. The December 2016 Stage 2 consultation had previously indicated that once fully implemented, the

SNFF would deliver an extra £3.24m (5.1%) to BF schools. Clearly, this is subject to change.

### **3 RECOMMENDATIONS**

#### **3.1 To NOTE:**

- 1. the latest announcements from the government on school and education funding reform.**
- 2. the key issues identified at this stage.**
- 3. that detailed financial illustrations are expected to be made available by the DfE later this month, at which point the financial implications for BF schools will become clearer.**

#### **3.2 To AGREE the key issues to be included on the 2018-19 financial consultation with schools document.**

### **4 REASONS FOR RECOMMENDATIONS**

- 4.1 To provide a further update on anticipated changes to school and education funding arising from the latest announcements from the government on national reforms.

### **5 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Not applicable.

### **6 SUPPORTING INFORMATION**

#### Background

- 6.1 The Schools Forum has been kept up to date on the planned national reforms of school and education funding with regular briefings. The original DfE proposals set out a 2 Stage approach to reform where Stage 1 sought comments on key outline proposals for change, with Stage 2 confirming revised proposals following the Stage 1 consultation, as well as setting out the key illustrative financial implications anticipated at individual school level using 2016-17 data. Stage 2 also set out a final set of questions where views on further issues were sought.

- 6.2 The main announcements to date indicated:

#### Stage 1 – March 2016

1. Move to new national funding formulae to allocate funds:
  - a. directly to schools through a consistent approach across the country, including national rates of funding. The ESFA will allocate the funds through the SNFF with minimal LA involvement,
  - b. to LAs for their ongoing areas of responsibility relating to high needs pupils (through the High Needs National Funding Formula) and for early years provisions (through the Early Years National Funding Formula).

2. Remove the existing £600m of grant funding allocated to LAs to meet 'general' statutory and regulatory education related services – BFC receives £1.2m through the Education Services Grant (ESG) - whilst maintaining all the existing responsibilities. Funding Regulations will be updated to allow maintained schools to in future contribute to the costs.
3. Introduce changes on a phased basis from April 2017, with the expectation that the SNFF will be fully implemented from April 2019, via the ESFA.
4. Add to the SNFF an additional £500m through the current spending review period to March 2020 to ensure more schools gaining from the changes receive the full benefit earlier than would otherwise be the case whilst at the same time adding protection to limit losses to those schools that at present receive more funds than would be allocated through the SNFF.

#### Stage 2 - December 2016

5. The SNFF would comprise of 13 different elements; age weighted pupil unit, deprivation, low prior attainment, English as an Additional Language, lump sum, sparsity, rates, Private Finance Initiative, split site, exceptional circumstances, high mobility rate, growth and an area cost adjustment.
6. The relative weighting of funds to be distributed through each element would largely be based on the average current distribution of funding made by LAs but with significant differences to this approach relating to increasing funding on additional needs factors and also recognising disadvantage in a broader sense. The increases would be financed by a lower amount of basic per pupil funding and also a reduced lump sum amount that all schools receive, irrespective of size.
7. LAs will be responsible for allocating individual school budgets in 2018-19, but the total area allocation will be based on the aggregate funding schools would have received if the SNFF was fully operational. LAs can continue to use their own local Funding Formula, although the DfE "encourages" LAs to adopt the NFF. ESFA will allocate budgets to schools from April 2019.
8. to build in an overall 'funding floor', so that no school will face a reduction of more than 3% per-pupil overall as a result of this formula.
9. During transition, the minimum funding guarantee of minus 1.5% per-pupil in any year will continue, providing additional stability for schools. In addition, schools will receive gains of up to 3% per-pupil in 2018-19, and then up to a further 2.5% in 2019-20. Gains are capped to fund the maximum per pupil loss protection to be applied to schools losing funds.
10. Whilst the Schools Block amount will be ring fenced for schools, the DfE will allow funding transfers to the High Needs Block if there is local agreement.
11. LAs would continue to have a role in School Improvement, and there would be the option to seek additional funds from maintained schools through the 'de-delegation' route for services outside the statutory and regulatory provisions.
12. Funding for on-going LA responsibilities would be provided through a new Central School Services Block to the Dedicated Schools Grant (DSG). This would cover 'retained' statutory and regulatory duties – the £15 per pupil amount to fund duties that LAs must provide to all schools, including academies, previously included in the ESG - and School Admissions, servicing of Schools Forums, fees to independent schools for pupils with SEN, centralised copyright licence, LA initiatives and costs of providing combined education and children's services, e.g. Family Intervention Team, Looked After Children Education Service.

## Initial Financial Implications for schools – December 2016

13. Funding for BF schools through the SNFF would have been 5.1% higher (£3.24m) in 2016-17 than the actual amount received through the current funding framework. 4 schools would experience a cash reduction in funding (from 0.2% to 1.6%), 33 schools would experience an increase (from 0.2% to 11.6%). The increase in funding mainly reflects the relative low per pupil funding currently received in the BFC DSG compared to the uniform national amount that will be paid through the SNFF.
14. Schools would not move directly to the SNFF as funding protection will be in place. After applying transitional funding protection to cap per pupil increases to no more than 3% and limit annual losses to no more than 1.5%, there would have been an overall increase of 2.2% (£1.433m). As expected, the effect of this is to reduce the amount of losses (now from 0.2% to 1.3%) and limit the gains (now from 0.2% to 2.9%).

Annex 1 sets out the illustrative budget allocations for 2016-17, showing actual budget **with de-delegation amounts included**, budget on the full SNFF, and budget on the SNFF after transitional funding protection. Note, there are some minor differences between the 2016-17 baseline budget presented by the DfE and that calculated by the council.

## Latest DfE announcements of on school funding reform – from July 2017

- 6.3 On 17 July 2017, the Secretary of State for Education set out to parliament the future arrangements for school funding which confirmed the introduction of the SNFF from April 2019 and also significant extra investment into the core schools budget over the next two years to "...recognise that at the election people were concerned about the overall level of funding for schools as well as its distribution".
- 6.4 This statement announced that there will be £1.3bn for schools and high needs across 2018-19 and 2019-20 in addition to the schools budget set at spending review 2015: £416m more than was set aside at the last spending review for the core school budget in 2018-19, and £884m more in 2019-20. Spending plans beyond 2020 will be confirmed in the next spending review.
- 6.5 In terms of actual details of how the additional funding will be allocated, this has yet to emerge, and therefore it is not possible at this stage to determine the likely financial impact on schools in BF, however, it will be different to that anticipated at the Stage 2 consultation stage, including the expected financial implications for BF schools, as set out above in paragraph 6.2. The key new headline points announced by the Secretary of State for Education included:
  1. the basic amount that every pupil will attract in 2018-19 and 2019-20 will increase from 2017-18 levels;
  2. in calculating LA funding allocations through the aggregation of individual school budgets on the SNFF, there will be gains of up 3% a year per pupil, with a minimum of 0.5%. Note: this relates to the calculation of LA-wide budgets and not those for individual schools. In addition, it is unclear how this minimum per pupil funding increase will be calculated, in particular, what is the all important baseline starting point?
  3. LAs will continue to set a local formula to distribute that funding, and to determine individual schools' budgets in 2018 19 and 2019-20, in consultation with schools in the area. Note: as LAs continue to run a local funding formula rather than the SNFF, not every school will necessarily receive at least a 0.5% a



year per pupil cash increase mentioned directly above. The minimum change would be determined by the local Minimum Funding Guarantee amount, which can be set at between 0% and minus 1.5%. See also paragraph 6.9 (6) below.

4. the formula settlement to 2019-20 will provide at least £4,800 per pupil for every secondary school although again, it is unclear how this calculation will be made. On the assumption that it relates to all the per pupil funding factors in the funding formula, so the basic per pupil amount, deprivation, low prior attainment etc then the current estimated average per pupil funding allocation to secondary schools in BF is £4,552. With 2 schools already above the minimum £4,800 amount, moving the remaining 4 to the new minimum rate is estimated to cost around £1.668m. This is a provisional calculation and needs to be viewed with caution until the detailed operation of this requirement is confirmed by the DfE, including how the DfE will make this requirement affordable within each LAs funding allocation. The current average funding rate for primary schools, calculated on the same basis is £3,043.
5. a commitment to doubling the physical education and sports premium for primary schools (the 2017-18 formula allocates £8,000 to each school and £5 per pupil). All primary schools will receive an increase in their PE and sports premium funding in the next academic year.

6.6 The £1.3bn additional investment in core schools funding will be financed in full from efficiencies and savings identified from within the DfE's existing budget, "rather than higher taxes or more debt". Specific areas announced relate to:

1. Efficiencies and savings across the capital budget can release £420m. The majority of this - £315m - will be from healthy pupils capital funding. The revenue funding for health schools from the soft drinks industry levy, funding the sports premium for primary schools is unaffected and the levy will be fully invested in improving child health.
2. Efficiencies in the free schools programme will release savings of £280m up to 2019-20.
3. Across the DfE revenue budget of £60bn per year, £250m will be prioritised into core school budgets in 2018-19 raising to £350m in 2019-20.
4. Across the DfE central capital budget, £200m will be redirected towards frontline funding for schools.

#### Operation guidance

6.7 In addition to the statement to parliament, on 4 August, the DfE released its *Schools Revenue Funding 2018-19: Operational Guidance* document which sets out the detailed implementation of the funding reforms, minus the key financial information. This confirmed that the full national funding formulae for 2018-19 and 2019-20 will be verified in September alongside the responses to the national funding formulae consultations. These formulae will then be used to calculate the blocks within the DSG that are allocated to LAs and will sit alongside the early years national funding formula which was introduced in 2017-18. Until the initial financial settlement is published, detailed planning for next year's budget cannot be finalised.

6.8 While it remains the government's intention that a school's budget should be set on the basis of a single national formula, in 2018-19 and 2019-20, LAs will continue to determine final funding allocations for schools through a local formula. In 2018-19 and 2019-20, the national funding formula will set notional allocations for each school, which will be aggregated and used to calculate the total schools block received by each LA,

which in consultation with their schools, will decide how to distribute the funds to individual schools.

6.9 The key significant changes for 2018-19 as highlighted in the *Operational Guidance* are:

1. The central school services DSG block (CSSB) has been created. LAs will be allocated funding for central school services through the new CSSB. This will comprise funding for ongoing responsibilities and a cash sum for historic commitments. The DSG therefore will comprise four blocks: schools, high needs, early years and the new central school services block.
2. Each of the four blocks of the DSG will be determined by a separate national funding formula. National funding formulae will determine LAs schools, high needs and central school services blocks for the first time in 2018-19. Funding for early years has been allocated through a national funding formula since 2017-18.
3. DSG baselines have been adjusted to take account of LAs most recent spending patterns to ensure funding is allocated to the correct block to allow current spending levels to be maintained, subject to transition to the new DSG funding formulas.
4. Within the schools block, there will be at least a 0.5% per pupil increase for each school in 2018-19 through the national funding formula. LAs schools block allocations will be calculated by aggregating schools' notional allocations under the national funding formula, and these notional allocations will reflect the announced increases. Schools block allocations will be expressed as separate per pupil primary and secondary rates for each local authority – currently there is one, uniform per pupil funding rate for each LA, irrespective of pupil age.
5. The Schools Block will also include funding at LA level for premises, mobility and growth (which includes new school funding for start-up and diseconomy funding), based on historic spend.

This is an important development for BF as it will be of financial benefit to existing schools. With a confirmed April 2018 phased move to a SNFF that will finance every school in England on the same basis, i.e. the same per pupil funding rates, there will no longer need to be a top slice to DSG income to fund the extra costs arising from new schools. To date, the top slice has been the only realistic option available, meaning in effect that existing schools finance the additional cost of new schools and receive lower budget allocations as a consequence.

The latest proposal is that the extra cost would be fully funded, but on a lagged basis, annually in areas, and there should be no impact on budgets of other schools as they must be funded on the SNFF guaranteed rates. The main issue for the council would be managing the cash flow implications of advance funding of the associated costs which will steadily increase and be required for a number of years.

6. The formula will provide LAs with per pupil funding of at least £4,800 for all secondary schools that have pupils in years 10 and 11 by 2019-20. A new factor will be allowed in local authority formulae in order to allow for setting a transitional amount of per pupil funding in 2018-19, as a step towards £4,800 in 2019-2020. There is no minimum per pupil funding amount proposed for primary schools.
7. The minimum funding guarantee (MFG) for schools will continue, but LAs will have the flexibility to set a local MFG between 0% and minus 1.5% per pupil. In past years, the MFG has been set at minus 1.5% per pupil. In 2018-19, LAs can use the flexibility to offer higher levels of protection locally. As in previous years,

the cost of any protection can be financed by limiting gains due to relevant schools.

8. The schools block will be ring-fenced from 2018-19, but LAs will be able to transfer out up to 0.5% of their schools block funding – circa £0.32m for BF - with the agreement of their schools forum. LAs will be expected to demonstrate to their schools forum that they have consulted locally with all maintained schools and academies when seeking agreement to transfer any funding out of the schools block. There will be an exceptions process, which will require Secretary of State approval, for considering transfers above the 0.5% limit and/or where the schools forum is opposed to the transfer. Funding transfers from other blocks are not subject to limits.

6.10 There are also details of a number of less significant changes that will also need to be considered in setting the 2018-19 budget:

1. LAs can now use both current free school meals and “ever 6” free school meals measures within their deprivation factors (previously one of these measures could be used, but not both);
2. The DfE has indicated that Pupil Premium Plus rates – which are paid where pupils are looked after or whom have previously been looked after but are now in adoption or other authorised arrangement - for 2018 to 2019 will be increased from the current £1,900 per eligible pupil rather than including a looked-after children factor in the national funding formula. In light of this approach by the DfE, it may no longer be appropriate for the BF funding formula to continue to allocate £281 for each looked after child. Once the Pupil Premium Plus rate for 2018-19 is confirmed an informed judgement can be made on this issue.
3. Schools with SEN Resource Units are currently funded at £10,000 per agreed place, with no per pupil or other funding for the pupils attending the Unit. In future, these pupils will be included in the school’s funded number on roll in the same way as all other children are, attracting additional deprivation etc funding where eligibility criteria is met. Funding of £6,000 per place where the place is occupied by pupils in years reception to 11 on the roll of the school at the time of the October school census return will then be added. The extent to which relevant schools will experience a funding gain or loss from this change will be determined by the amount of per pupil funding pupils in the Unit attract. Where this is below £4,000 there will be a loss, but a higher amount will result in a gain. Places commissioned by LAs at census date that are empty, but held for a future placement will continue to be funded at the current £10,000. The DfE will provide further information on this change later.

#### High needs funding

6.11 The high needs block supports provision for pupils and students with special educational needs (SEN) and disabilities (SEND), from their early years to age 25, and alternative provision (AP) for pupils who cannot receive their education in schools. Limited information on 2018-19 funding arrangements has been set out in the *Schools Revenue Funding 2018-19: Operational Guidance* document with a *High needs funding: operational guide 2018-19* due to be published in September.

6.12 The key information confirmed to date is that for 2018-19, every local authority will receive at least a 0.5% increase to the amount of its DSG that it plans to spend on high needs in 2017-18, after making adjustments in core funding to reflect the actual number of young people in specialist institutions and the net number of young people receiving their high needs education in another LA. For BFC the minimum increase on this headline amount i.e. before the impact of the adjustments which at this stage are

unknown, would be around £0.075m. In the last 2 years, increases have been at £0.329m and £0.215m respectively, so there is a danger of a much lower increase in 2018-19 compared to recent years.

#### Next steps

- 6.13 There will undoubtedly need to be a consultation with schools this autumn on the approach to take in setting budgets for the next 2 years. This is most likely to be for 3 weeks from 30 October to 17 November and could include a detailed review of the current local funding formula, to consider the new changes that can be made, for example adding a secondary per pupil funding factor, reconsidering how deprivation funding is allocated to schools and also how to prioritise the BF share of the additional funding.
- 6.14 As an alternative, a more simplistic approach may be more appropriate. This would reflect the fact that within 3 budget year's, all schools will be directly funded on the SNFF, and the most important consideration should be for a smooth transition to the new formula, so a staged move away from the BF funding formula, with the MFG providing protection each year at individual school level to those facing per pupil budget reductions in excess of the threshold agreed by the Schools Forum i.e. between 0% and minus 1.5%. This approach would involve a shift in funding along the lines set out in Table 1 below.

Table 1: Potential approach to school funding: 2018-19 to 2019-20

Funding Formula Factor	Actual BFC Weighting 2017-18	Possible BFC Weighting 2018-19	Possible BFC Weighting 2019-20	2016-17 outline SNFF Weighting
Basic per-pupil funding	80.02%	77.38%	74.74%	72.50%
Deprivation	3.96%	5.73%	7.50%	9.30%
Low prior attainment	3.35%	4.73%	6.10%	7.50%
EAL	0.35%	0.63%	0.91%	1.20%
Mobility	0.04%	0.06%	0.08%	0.10%
Lump sum	9.37%	8.57%	7.76%	7.00%
Sparsity	0.00%	0.00%	0.00%	0.10%
<b>Sub total SNFF factors</b>	<b>97.09%</b>	<b>97.09%</b>	<b>97.09%</b>	<b>97.70%</b>
Premises	2.32%	2.32%	2.32%	1.80%
Growth	0.59%	0.59%	0.59%	0.50%
<b>Sub total local factors</b>	<b>2.91%</b>	<b>2.91%</b>	<b>2.91%</b>	<b>2.30%</b>
<b>GRAND TOTAL</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>

- 6.15 The data in Table 1 should be viewed as a simple illustration of how this approach could work. A number of points need to be taken into account in considering this option:
- 1 It shows the breakdown of the SNFF by factors as proposed in December 2016. These weightings are likely to change as a result of the recent update announcements.
  - 2 The weightings shown in the SNFF column are national averages. They will be different for each LA as they reflect the particular characteristics in each area. A BFC break down will need to be calculated once the relevant financial information is provided by the DfE. This is likely to show a higher than average

weighting to basic per pupil funding and a lower than average weighting for deprivation.

- 3 The amounts in the local factors for premises (mainly rates), and growth allowances (for new schools, significant in-year growth for existing schools and Key Stage 1 class size funding) are above the national average and will be funded by the DfE on the basis of actual costs from the previous year. A mechanism for funding any shortfall in funds from one year to the next will need to be determined, especially for rates where costs tend to increase.
- 4 How to accommodate the move to the minimum £4,800 per pupil funding for secondary school.

- 6.16 Once the DfE publishes the key financial information for 2018-19, detailed proposals for next year's budget can start to be formulated, including the type of consultation to undertake with schools. Provided the SNFF financial information is published in sufficient time, the expectation is that firm proposals from BFC will be presented to the Forum at its next meeting on 19 October, taking account of any views of what the content should cover that is agreed by members at tonight's meeting.
- 6.17 As well as considering the approach to take on the core funding formula, the consultation with schools will also need to cover any proposals from the LA for on-going 'de-delegation' of those budgets permitted by the DfE and also on-going contributions from maintained schools towards the costs of 'general' statutory and regulatory education related services, currently at £20 per pupil. Funding for new and expanding schools will also need to be considered as the new all through school at Binfield – King's Academy Binfield – will be opening from September 2018 and will require diseconomy funding for the first time.
- 6.18 A timetable of key events anticipated at this stage is attached at Annex 2.

## **7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 7.1 The relevant legal issues are identified within the body of the report.

### Borough Treasurer

- 7.2 As the detailed financial information has yet to emerge, it is not possible at this stage to accurately determine the resultant financial implications. However, where relevant, key financial considerations are set out in the supporting information. A full financial evaluation will be provided when final budget decisions need to be taken.

### Equalities Impact Assessment

- 7.3 The DfE has completed an EIA on the impact of their proposals.

### Strategic Risk Management Issues

- 7.4 None identified. The proposed reforms indicate additional funding for schools.

## 8 CONSULTATION

8.1 Not applicable at this stage.

### Background Papers

DfE *Schools Revenue Funding 2018-19: Operational Guidance* document that can be found at:

<https://www.gov.uk/guidance/pre-16-schools-funding-guidance-for-2018-to-2019>

Previous meetings of the Bf Schools Forum that can be found at:

<http://democratic.bracknell-forest.gov.uk/ieListMeetings.aspx?Committeeld=187>

### Contact for further information

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(01344 354054)

### Doc. Ref

G:\Executive\Schools Forum\83) 140917\Update on school and education funding - September 2017.doc

**DfE Illustrative school budget allocations through the proposed NFF using 2016-17 data**  
**(subject to revision in light of July 2017 funding announcements)**

	The baseline funding is the total core funding from the schools block and MFG in 2016-17 (or 2016/17 if an academy). Other grants/funding sources are excluded.	These columns show illustrative NFF funding if the proposed formula had been implemented in full and without any transitional protections in 2016-17. We use pupil numbers and characteristics from 2016-17 to illustrate the NFF impact, and compare to the school's baseline funding, including MFG.		In the first year of transition towards the formula, LAs will continue to determine funding locally. This column illustrates the change in the amount the department would allocate to LAs in respect of each school, taking into account the maximum change proposed in NFF year 1 (gains of up to 3% and an MFG of -1.5% per pupil).	
School Name	Baseline funding	Illustrative NFF funding if formula implemented in full in 2016-17, without transitional protections		Illustrative NFF funding in the first year of transition	
	Funding the school received in 2016-17 or 2016/17	Illustrative total NFF funding	Percentage change compared to baseline	Illustrative NFF year 1 funding	Percentage change compared to baseline
	[a]	[b]	[c] = [b]/[a] - 1	[d]	[e] = [d]/[a] - 1
Fox Hill Primary School	£849,000	£875,000	3.1%	£870,000	2.5%
Holly Spring Junior School	£1,135,000	£1,232,000	8.5%	£1,166,000	2.7%
Holly Spring Infant	£1,051,000	£1,173,000	11.6%	£1,079,000	2.7%
Wildmoor Heath School	£763,000	£770,000	1.0%	£770,000	1.0%
College Town Infant	£825,000	£850,000	3.1%	£846,000	2.5%
Cranbourne Primary School	£765,000	£759,000	-0.9%	£759,000	-0.9%
Uplands Primary School	£778,000	£774,000	-0.5%	£774,000	-0.5%
College Town Junior School	£912,000	£941,000	3.1%	£935,000	2.6%
Ascot Heath Infant School	£761,000	£770,000	1.2%	£770,000	1.2%
Owlsmoor Primary School	£1,764,000	£1,892,000	7.3%	£1,813,000	2.8%
New Scotland Hill Primary School	£779,000	£792,000	1.7%	£792,000	1.7%
Birch Hill Primary School	£1,415,000	£1,511,000	6.8%	£1,453,000	2.7%
Wooden Hill	£1,262,000	£1,321,000	4.7%	£1,296,000	2.7%
Crown Wood Primary School	£1,704,000	£1,866,000	9.5%	£1,751,000	2.8%
Wildridings Primary School	£1,451,000	£1,609,000	10.9%	£1,490,000	2.7%
Meadow Vale Primary School	£1,999,000	£2,184,000	9.2%	£2,054,000	2.8%
Harmans Water Primary School	£2,145,000	£2,349,000	9.5%	£2,205,000	2.8%
Whitegrove Primary School	£1,512,000	£1,578,000	4.3%	£1,553,000	2.7%
Sandy Lane Primary School	£2,110,000	£2,329,000	10.4%	£2,169,000	2.8%
Great Hollands Primary School	£1,561,000	£1,708,000	9.4%	£1,603,000	2.7%
Crowthorne	£786,000	£794,000	1.1%	£794,000	1.1%
St Michael's I, Sandhurst	£713,000	£701,000	-1.6%	£704,000	-1.3%
Warfield	£1,048,000	£1,054,000	0.6%	£1,054,000	0.6%
Ascot Heath Junior School	£869,000	£867,000	-0.2%	£867,000	-0.2%
Winkfield St Mary's	£779,000	£780,000	0.2%	£780,000	0.2%
Binfield	£1,388,000	£1,451,000	4.5%	£1,426,000	2.7%
St Michael's Easthampstead	£895,000	£920,000	2.8%	£918,000	2.6%
St Joseph's Catholic Primary School	£795,000	£799,000	0.5%	£799,000	0.5%
St Margaret Clitherow Catholic	£780,000	£792,000	1.5%	£792,000	1.5%
The Pines Primary School	£955,000	£997,000	4.3%	£980,000	2.6%
Jennett's Park CofE Primary School	£1,211,000	£1,222,000	0.9%	£1,222,000	0.9%
The Brakenhale School	£4,238,000	£4,522,000	6.7%	£4,358,000	2.8%
Edgbarrow School	£4,802,000	£5,064,000	5.5%	£4,938,000	2.8%
Sandhurst School	£4,119,000	£4,332,000	5.2%	£4,235,000	2.8%
Garth Hill College	£6,871,000	£7,272,000	5.8%	£7,063,000	2.8%
Easthampstead Park	£4,032,000	£4,084,000	1.3%	£4,084,000	1.3%
Ranelagh School	£3,583,000	£3,725,000	4.0%	£3,687,000	2.9%

Note: There are minor differences (up to £5k) between the DfE calculation of 2016-17 school budgets and those of the council..

### Timetable for the data checking and calculation of the blocks

Date	DfE/ESFA	Local authorities
August 2017	Operational guidance published setting out arrangements for 5-16 mainstream schools implementation for 2018 to 2019. Local authority level baselines published.	
August 2017	Example Authority Proforma Tool (APT) issued to LAs i.e. this is the spreadsheet LAs must complete and return to the DfE, to show the structure of their local funding formula for schools. It shows the key data and resultant detailed budget for every school.	
September 2017	Allocations issued for schools, central school services and high needs blocks	
Autumn 2017	High needs funding guide for 2018 to 2019 issued to local authorities	
5 October 2017	School census day	
October / November 2017	DfE and local authorities check and validate school census	
19 October		Schools Forum considers funding consultation to be undertaken with schools.
30 October to 17 November 2017 (half term 23 – 27 October)		Consultation with BF schools on the proposed funding formula for 2018-19 and other related financial matters
30 November 2017	School census database closed	Deadline for submitting requests for: <ul style="list-style-type: none"> <li>• local adjustments to the standard MFG calculation</li> <li>• exceptional premises factors</li> <li>• sparsity factors</li> <li>• lump sum variations for amalgamating schools</li> <li>• pupil number reductions</li> <li>• movement of funding out of the schools block above the limit of 0.5% and/or which the schools forum has not approved</li> </ul>



Date	DfE/ESFA	Local authorities
7 December 2017		Schools Forum considers responses to November consultation and makes initial decisions on the 2018-19 budget for schools
Mid-December 2017	<p>APT issued to local authorities, containing October 2017 census-based pupil data and factors</p> <p>Publication of DSG schools block and high needs block allocations for 2018 to 2019 (prior to academy recoupment)</p> <p>Publication of provisional early years block allocations</p>	
By 20 December 2017 (end of term)		Indicative 2018-19 budgets sent to schools
18 January 2018		Schools Forum makes recommendations to Executive Member on final decisions for the 2018-19 budget for schools
19 January 2018		Executive Member for CYPL makes final decisions on 2018-19 budget for schools
19 January 2018		Deadline for submission of final 2018 to 2019 APT to ESFA
28 February 2018		Deadline for confirmation of 2018-19 schools budget shares to mainstream maintained schools
February/March 2018	2018 to 2019 allocations to post-16 institutions, academies and NMSS to be issued	
February 2018	Publication of 2018 to 2019 high needs place numbers at institution level	
30 March 2018	Confirmation of 2018 to 2019 general annual grant for academies open by 9 January 2018	
April 2018	First DSG payments to local authorities based on 2018 to 2019 allocations, net of academies recoupment (DSG allocations updated termly for in year academy conversions), FE high needs place funding deductions and other adjustments	
Summer 2018	Early years DSG block updated for January 2018 early years pupil numbers	

Date	DfE/ESFA	Local authorities
Summer 2019	Early years DSG block updated for January 2019 early years pupil numbers (pro rata 7/12ths as this relates only to the period September 2018- March 2019)	

**Note:** a number of the actions can only be completed by the indicated dates provided all schools successfully submit their census data on time and the DfE releases key information by the expected dates.

(ITEM )

**TO: SCHOOLS FORUM**  
**DATE: 14 SEPTEMBER 2017**

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**THE SCHOOLS BUDGET – 2017-18 BUDGET MONITORING  
AND OTHER FINANCIAL MATTERS**  
**Director of Children, Young People and Learning**

**1 PURPOSE OF REPORT**

- 1.1 The purpose of this annual report is for the Schools Forum to receive an update on the 2017-18 forecast budget monitoring position for the Schools Budget, to be aware of key issues and management actions being taken and progress to date on the Education Capital Programme.

**2 EXECUTIVE SUMMARY**

- 2.1 At this early stage of the financial year, initial monitoring of the revenue budget indicates a minor forecast year end under spending of £0.006m. Work on the provision of school places continues to progress through the capital programme as do a number of significant maintenance schemes at schools. The need to consider making changes to the school loan scheme and funding arrangements for providers that deliver the free entitlement to early years education and child care have also been identified.

**3 RECOMMENDATIONS**

**That the Schools Forum NOTES:**

- 3.1 **the budget variances being forecast on the Schools Budget that total to an aggregate net forecast under spending of £0.006m, (paragraph 6.8);**
- 3.2 **that the accumulated year end balance for the Schools Budget General Reserve is forecast to be £0.666m, £0.006m above the minimum prudential level required to be maintained to safely manage in-year budget risks (paragraph 6.8 (ix));**
- 3.3 **progress to date on the Education Capital Programme, as summarised at Annex 2.**
- 3.4 **that further work is planned in respect of the school loan scheme and funding arrangements in place for Early Years providers.**

**4 REASONS FOR RECOMMENDATIONS**

- 4.1 It is appropriate for the Schools Forum to be aware of, and where relevant, comment on these financial matters.

## 5 ALTERNATIVE OPTIONS CONSIDERED

5.1 Where relevant, these are set out in the supporting information.

## 6 SUPPORTING INFORMATION

### **2017-18 Monitoring of the Schools Budget (Revenue)**

#### *Approved budget*

6.1 Budget proposals for the 2017-18 Schools Budget were approved by the Schools Forum at its meetings in January and March, and these were subsequently agreed by the Executive Member for Children, Young People and Learning as the initial budget. Members of the Forum will be aware that the Schools Budget is a ring-fenced account, fully funded by external income that can only be spent on defined education related duties.

6.2 The most significant income source to the Schools Budget is the Dedicated Schools Grant (DSG), which is paid by the Department for Education (DfE). The initial approved budget included £87.478m as the estimated amount of DSG. Other grant income of £9.244m was also expected from the Education and Skills Funding Agency (ESFA) for sixth forms, the Pupil Premium, Primary PE and Sports activities and the Universal Infant Free School Meals initiative. With £0.107m of general income also anticipated, there was originally expected to be £96.829m of income available to fund expenditure within the Schools Budget.

6.3 A number of adjustments have been required since the original budget was agreed as follows:

#### Schools Block:

- a) the Forum agreed that £0.180m should be drawn down from the Unallocated Schools Budget Reserve to ensure sufficient funding was available for all the budget proposals made by the council.

#### High Needs Block:

- b) the Forum also agreed that £0.093m should be drawn down from the SEN Resource Units Reserve to ensure sufficient funding was available for the anticipated running costs for the Rise@GHC Autistic Spectrum Disorder SEN Unit.

Items a) and b) have been added as budget additions, creating a net overall budget of £0273m.

#### Self-balancing virement:

- c) Following a request from the Council, the ESFA has recalculated the High Needs Block DSG to reflect the September 2017 closure of the SEN Unit at Ranelagh Academy, and this results in a £0.070m increase in grant income. This is a net nil budget adjustment as the increased income was anticipated in the original budget, and will be used to fund relevant expenditure budgets in the High Needs Block.

6.4 Overall, these changes result in an anticipated level of DSG of £87.548m with total funding of £97.172m. To ensure budgets correctly reflect anticipated spending

requirements, relevant adjustments have been made to the areas of the accounts that the changes relate to. Annex 1 sets out a summary budget statement, including these changes, with notes a) to c) above referenced to the relevant budget lines.

- 6.5 Other budget changes will be processed later in the year once further information and full reconciliations have been completed in respect of the academy school funding deduction from the DSG made by the EFSA to pay funding direct to relevant schools, and also a revised Early Years DSG allocation that will take account of actual participation rates on the free entitlement to early years education and childcare, including the September 2017 extension from 15 hours a week to 30 hours a week for eligible families.

#### Forecast budget variances

- 6.6 As part of the Council's Financial Regulations, the Schools Budget is subject to monthly budget monitoring. This involves forecasting likely expenditure and income through to the end of the year, identification of reasons for variations against original budgets, and where relevant, setting out options for management action. This process allows for a forecast year end level of balances to be calculated.
- 6.7 It is appropriate for the Forum to be aware of the current forecast year end balance as this may need to be taken into account when the 2018-19 budget is agreed, in particular in relation to ensuring that adequate funds are held in reserve to manage potential in-year cost pressures. Furthermore, it is likely that a number of variances identified this year will be on-going and will therefore need to be addressed in next year's budget.
- 6.8 Provisional budget monitoring information available at the end of June indicates that the Schools Budget will under spend by £0.006m this year. Clearly this is very early on in the financial year, with numerous spending decisions yet to be taken or trends established, so there is the potential for significant change over the coming months, particularly in relation to high cost, volatile High Needs budgets. Explanations of the significant changes anticipated from the current budget plan (+/- £0.020m) are set out below, with Annex 1 showing the overall Schools Budget at a summary level.

#### Schools Block - LA managed items:

##### De-delegated budgets:

- i. **Pupil behaviour - £0.028m under spend.** A £0.028m saving is forecast against staffing where there are a number of vacancies.
- ii. **Schools in Financial Difficulty - £0.028m under spend.** One allocation of £0.005m has been agreed to date under the Director's delegated powers. Making an allowance for potential further allocations to the end of the financial year, and support from School Improvement, HR and Finance indicates a potential under spending. This is a volatile budget.
- iii. **Official staff absences - £0.030m over spend.** The incidence of school staff taking maternity leave has increased compared to the same period last year. If the trend continues to the end of the year, an over spending will occur.
- iv. **English as an Additional Language - £0.027m over spend.** The service is experiencing a shortfall in income from academy schools for traded services. Additional staffing costs are also being incurred over the short term as a result of needing to recruit cover for a member of staff on maternity leave, which prevents making savings in the short term.

#### Other budgets:

- v. **Other Schools Block provisions and support services - £0.100m over spend.** The on-going school building programme that is required to deliver sufficient school places creates a pressure from increased rates liabilities for which there is no budget provision. The current calculation estimates a pressure in 2017-18 of £0.101m.

#### High Needs Block:

Members of the Forum will be aware that budget items vi. and vii. below represent the most unpredictable and volatile education budgets that the council is responsible for. Therefore, a significant amount of time is taken in their management. However, they remain subject to significant change at short notice which can result in large movements in cost forecasts. To help manage this volatility, a contingency for future cost increases of £0.085m is included in the forecasts. The contingency amount is reviewed each month and adjusted accordingly. Forecasts reported at this time for external pupil placements and top up funding from mainstream schools include confirmed costs for the summer term, with provisional amounts included for autumn and spring which are subject to change until all required placements and their costs are known.

- vi. **Delegated Special School Budgets - £0.047m under spend.** The latest schedule of actual top up payments agreed by the SEN Team, together with a forecast for future payments based on expected changes and previous trends indicates a £0.047m under spend.
- vii. **Maintained schools and academies – £0.049m over spend.** The latest schedule of actual top up payments agreed by the SEN Team, together with a forecast for future payments based on expected changes and previous trends indicates £0.049m over spend. This budget line includes the contingency for future cost increases of £0.085m for which at this time no spend has been incurred.
- viii. **Other SEN provisions and support services - £0.082m under spend.** The main change relates to a £0.046m saving at the Children's Resource Centre following bringing the service in house from the Action for Children contract. Most of the saving relates to the recharges previously made by AfC. There are a number of other relatively small variances across a wide number of budgets.

#### Balance on Unallocated Schools Budget Reserve:

- ix. Provisional budget monitoring information indicates that the Schools Budget will under spend by an aggregate £0.006m this year. There is an opening surplus amount of £1.779m in the Unallocated Schools Budget Reserve, which reduces by £0.180m after applying the agreed contribution to the 2017-18 budget. The Forum has previously agreed to transfer £0.5m of unallocated balances into the New school start-up / diseconomies Reserve and £0.439m into the SEN / NB Funding Initiatives Reserve which result in a forecast year end surplus on the Unallocated Schools Budget Reserve of £0.666m, which would be £0.006m above the £0.660m minimum level considered necessary to help manage in-year budget risks.

## **2017-18 Education Capital Programme**

### **Approved budget**

6.9 The current Education Capital budget approved by the council amounts to £45.417m, and comprises £23.531m of council funding, £0.717m from housing developers and £21.169m from various grants, of which £17.996m is DfE Basic Needs Grant (for delivery of school places). This represents a significant investment and funds:

- School place programme and Devolved Formula Capital £42.533m
- School Planned Maintenance £2.348m
- ICT projects £0.171m
- Other projects £0.365m

Annex 2 provides a summary of the approved schemes, including current progress and key targets.

### **Forecast budget variances**

6.10 At this stage, spend of £34.118m is anticipated this financial year, with £11.300m slipping into 2018-19 to reflect the phasing of works. In respect of school projects, the follow highlights key achievements on the schemes delivering new school places:

- Development of new primary schools at Amen Corner North and South, Ascot Heath, TRL site in Crowthorne and Warfield East in progress
- Work commenced on Great Hollands Primary extension with final phase 3 now on site
- New Warfield West Primary School completed and open at September 2016
- Refurbishment work at Easthampstead and Sandhurst Secondary Schools commenced
- Redevelopment of Edgbarrow Secondary School awaiting approval from ESFA for specific grant funding
- Construction of Binfield Learning Village underway

6.11 No variances are being reported as in general, these are recycled within other schemes relating to providing additional school places through the governance of the Education Capital Programme Board, which has head teacher and Executive Member representation.

6.12 However, with the market continuing to tighten significantly and prices increasing, there is an on-going need for reviews of scope to remain within individual project budgets. At this stage, there is expected to be sufficient DfE grant funding and developer contributions plus the approved Council investment in Binfield Learning Village to fully finance the schemes required in the short term, with funding pressure expected to arise over the medium term.

6.13 Due to an urgent and pressing need to complete a substantial number of high cost roof repairs, the planned maintenance programme is also facing pressure in delivering all the works required within available funds. However, a small amount of funds is being held in reserve for emergency works. This pressure is expected to continue into the medium term.

## Other matters

### School loan scheme

- 6.14 The last meeting of the Forum received an update on school loan advances where it was confirmed that as at 1 April 2017, there was a net £0.738m of outstanding school loans which represents 39% of aggregate surplus balances. With the loan scheme having an outline cap at a maximum amount of advance of no more than 40% of total balances, and with aggregate surplus balances likely to continue to reduce, there is a strong possibility that this limit will be exceeded. A review of loan arrangements at other LAs shows that a range of different capping limits have been set from 20% to 50%. It has also subsequently been confirmed by the DfE that LAs in consultation with their Schools Forum are permitted to set their own threshold limit.
- 6.15 Proposals for any changes considered necessary to the loan scheme will be presented to the Schools Forum in October to consider whether they should be included in the autumn financial consultation with all schools.
- 6.16 The Schools Forum approves changes proposed by the Council to the loan scheme through its decision making responsibility on the content to be included in the Scheme for Financing Schools.

### Early Years

- 6.17 In response to developments in national policy, a report to the Forum on 9 March 2017 agreed new Early Years Funding arrangements, which included a new funding formula for 3 and 4 year olds, funding for Special Educational needs and Disability Living Allowance and the budgets to be centrally managed by the Council. In recognition of the significant changes to the existing arrangements, there was a commitment to undertake a review of the impact on providers towards the end of 2017 and to consider whether any changes would be beneficial for the start of the 2018-19 financial year.
- 6.18 The review is proposed to initially take the form of a workshop in September, open to all providers in receipt of 3 and 4 year old funding, to gather their views and experiences of the funding arrangements. A workshop will allow for discussion and debate and offer providers the opportunity to suggest alternative arrangements and solutions to problems. The review will include the impact of the 30 hours extended entitlement on funding arrangements. Feedback from the review will be used to inform the decision of whether to make further changes to the funding arrangements, with any proposals subject to consultation with all interested parties, which if required, is expected to take place in November. This would be a separate consultation to the general financial consultation with schools.

### Next steps

- 6.19 Budget monitoring will continue and any emerging issues will be incorporated into budget proposals and presented to the Forum at the appropriate time.



## **7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 7.1 The relevant legal provisions have been considered within the main body of the report.

### Borough Treasurer

- 7.2 The financial implications arising from this report are set out in the supporting information.

### Equalities Impact Assessment

- 7.3 There are no specific impacts arising from this report.

### Strategic Risk Management Issues

- 7.4 There are a number of risks associated with managing these revenue and capital budgets:

- financial and economic factors, in particular the need to maintain services whilst achieving significant savings;
- the impact of demand led services and the need to forecast changes and reshape service delivery to meet changing needs;
- staffing and the need to recruit, train and retain staff with the relevant skills and expertise;
- IT infrastructure availability and information accuracy;
- failure to design, monitor and control the implementation of major programmes and projects;
- effective safeguarding of children;
- effective maintenance of assets;
- working effectively with partners, residents, service users, the voluntary sector and local businesses;
- impact of litigation and legislation;

The budget includes resources sufficient to enable the Council to monitor these key risks and where possible to minimise their effects on services. Specific risk reduction measures included as part of budget monitoring are:

- A robust system of budgetary control with regular reporting to CYPL Departmental Management Team and the Corporate Management Team
- Quarterly Service Reports (QSR's) to Members
- Exception reports to the Executive

## **8 CONSULTATION**

- 8.1 Not applicable.

### Background Papers

None.

Contact for further information

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Doc. Ref

G:\Executive\Schools Forum\83) 140917\2017-18 Schools Budget Monitoring etc.doc

2017-18 PROVISIONAL BUDGET MONITORING STATEMENT FOR THE SCHOOLS BUDGET AS AT THE END OF JUNE 2017								
Service Area	Approved Budget			Note	Estimated Variance			Note
	Spend	Income	Net		Under spending	Over spending	Net variance	
	£000	£000	£000		£000	£000	£000	
<b>Schools Block</b>								
Delegated Mainstream School Budgets	72,251	0	72,251	a	0	0	0	
School Grant income	0	-8,739	-8,739		0	0	0	
<b>Schools Block</b>	<b>72,251</b>	<b>-8,739</b>	<b>63,512</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>LA managed items:</b>								
Retained de-delegated Budgets:								
<i>Behaviour</i>	301	-7	294		-31	3	-28	i
<i>Schools in Financial Difficulty</i>	244	0	244		-28	0	-28	ii
<i>Official Staff Absences</i>	311	0	311		0	30	30	iii
<i>English as an Additional Language</i>	117	0	117		0	27	27	iv
<i>PRC / Licence Fees / FSM checking</i>	307	0	307		0	15	15	
Combined Service Budgets:								
<i>Education Attainment and School Transport for LAC</i>	176	0	176		-13	0	-13	
<i>Family Intervention Project / Domestic Abuse</i>	106	0	106		-4	0	-4	
<i>CAF Co-ordinator</i>	42	0	42		0	0	0	
<i>SEN Contract Management</i>	33	0	33		-7	1	-6	
<i>Education Health / Sport</i>	48	0	48		0	0	0	
Statutory and Regulatory Duties	542	0	542		0	0	0	
Other Schools Block provisions and support services	843	0	843		-3	103	100	v
<b>LA managed items:</b>	<b>3,070</b>	<b>-7</b>	<b>3,063</b>		<b>-86</b>	<b>179</b>	<b>93</b>	
<b>Sub total Schools Block</b>	<b>75,321</b>	<b>-8,746</b>	<b>66,575</b>		<b>-86</b>	<b>179</b>	<b>93</b>	
<b>High Needs Block</b>								
Delegated Special Schools Budgets	3,764	-7	3,757		-47	0	-47	vi
Post 16 SEN and other grants	0	-505	-505		0	0	0	
Maintained schools and academies	2,997	0	2,997	b	-161	210	49	vii
Non Maintained Special Schools and Colleges	5,735	0	5,735	c	-223	213	-10	
Education out of school	1,251	-3	1,248		-9	3	-6	
Other SEN provisions and support services	1,599	0	1,599		-126	44	-82	viii
<b>Sub total High Needs Block</b>	<b>15,346</b>	<b>-515</b>	<b>14,831</b>		<b>-566</b>	<b>470</b>	<b>-96</b>	
<b>Early Years Block</b>								
Free entitlement to early years education	6,239	-3	6,236		0	0	0	
Other Early Years provisions and support services	266	-87	179		-8	1	-7	
<b>Sub total Early Years Block</b>	<b>6,505</b>	<b>-90</b>	<b>6,415</b>		<b>-8</b>	<b>1</b>	<b>-7</b>	
<b>Dedicated Schools Grant</b>	<b>0</b>	<b>-87,548</b>	<b>-87,548</b>	c	<b>0</b>	<b>4</b>	<b>4</b>	
<b>TOTAL - Schools Budget</b>	<b>97,172</b>	<b>-96,899</b>	<b>273</b>		<b>-660</b>	<b>654</b>	<b>-6</b>	
<b>Note on Unallocated Schools Budget balance:</b>								
Opening unringfenced balance on Schools Budget							-1,779	
2017-18 forecast in-year net variance							-6	
Planned use of Reserves in setting 2017-18 budget							180	
Transfers to Earmarked Reserves agreed by Schools Forum:								
New school start-up / diseconomies							500	
SEN / HNB Funding Initiatives							439	
<b>Net forecast unallocated balance at 31 March 2018</b>							<b>-666</b>	
Amount above £0.66m minimum prudential level of balances							<b>-6</b>	ix

See paragraphs 6.3 and 6.8 for an explanation to the notes

Unrestricted

Annex 2

**CAPITAL MONITORING 2017/18**

Dept: Children, Young People and Learning

As at 30 June 2017

Cost Centre Description	Approved Budget £000's	Cash Budget 2017/18 £000's	Expenditure to Date £000's	Estimated Outturn 2017/18 £000's	Carry Forward 2017/18 £000's	(Under) / Over Spend £000's	Next Target / Explanatory Note	Current status of the project / notes
<b>SCHOOL PROJECTS</b>								
Amen Corner Primary (North)	388.7	45.0	0.0	45.0	343.7	0.0	Design completed	Planning consent granted. Highways works now on site. School opening Sep-2019
Amen Corner Primary (South)	616.2	20.0	0.0	20.0	596.2	0.0	School/housing programmes match	Developer has outline planning permission for school, negotiating S106
Ascot Heath Schools Relocation	225.6	125.6	0.0	125.6	100.0	0.0	Possible Developer Construct Scheme	Planning application being considered
Birch Hill Primary	0.0	0.0	0.0	0.0	0.0	0.0	Project on hold	Surge classroom on hold, not required for Sep-17, will review for Sep-18
Cranbourne Primary	24.6	24.6	24.6	24.6	0.0	0.0	Completed	Completed
Crown Wood Primary	244.6	244.6	0.0	244.6	0.0	0.0	Completed	Completed. Extension of Time claim outstanding
Fox Hill Primary	5.0	5.0	5.0	5.0	0.0	0.0	Surge on hold. Kitchen complete	Surge classroom on hold. Kitchen completed
Great Hollands Primary	2,047.7	2,047.7	560.6	2,047.7	0.0	0.0	On site	Phase 1 completed Sep-16, Phase 2 completed May-17, Phase 3 on site
Harmans Water Primary	0.1	0.0	0.0	0.0	0.1	0.0	Surge classroom open	Surge classroom open
Holly Spring Infant & Junior	21.3	21.3	0.0	21.3	0.0	0.0	Completed	Completed
Jennett's Park CE Primary	14.5	5.5	0.0	5.5	9.0	0.0	Additional Classroom in September 2017	Furniture & equipment only required to be provided in summer 2017
Meadow Vale Primary	157.7	157.7	0.0	157.7	0.0	0.0	Completed	Completed. Extension of Time claim outstanding
Ow Ismoor Primary	40.9	40.9	8.2	40.9	0.0	0.0	Completed	Completed
Pines (The) Primary	633.9	34.0	0.0	34.0	599.9	0.0	Phase 1 completed	Phase 1 completed, furniture & equipment being provided Summer 2017
TRL Primary	750.0	100.0	17.7	100.0	650.0	0.0	Design Completed	In design for Sep-19 opening, subject to planning
Warfield East Primary	636.1	69.1	0.0	69.1	567.0	0.0	School/housing programmes match	Developers in negotiation with planners over draft S106 provisions
Warfield West Primary	172.4	30.5	0.8	30.5	141.9	0.0	Completed	Completed and opened Sep-2016
Wildmoor Heath Primary	13.6	13.6	0.0	13.6	0.0	0.0	Project on hold. Kitchen for Sep-15	Project on hold, pending Broadmoor housing. School Meals Kitchen completed.
Wildridings Primary	0.0	0.0	0.0	0.0	0.0	0.0	Project on hold	Surge classroom on hold, not required for Sep-17, will review for Sep-18
Winkfield St Marys Primary	23.4	23.4	0.0	23.4	0.0	0.0	Completed	Completed and in use from Sep-16
Wooden Hill Primary	15.0	15.0	0.0	15.0	0.0	0.0	Project on hold	Surge classroom on hold, not required for Sep-17, will review for Sep-18
<b>Primary</b>	<b>6,031.3</b>	<b>3,023.5</b>	<b>616.9</b>	<b>3,023.5</b>	<b>3,007.8</b>	<b>0.0</b>		
Brakenhale Capacity Works	0.0	0.0	0.0	0.0	0.0	0.0	Phase 4 complete	Phase 4 Complete
Easthampstead Park	661.6	465.0	32.8	465.0	196.6	0.0	Complete refurbishment	Refurbishment in phases over school holidays
Edgbarrow School	344.6	344.6	3.9	344.6	0.0	0.0	In design	Awaiting EFA approval of PSBP2 Feasibility. BFC will not be doing local delivery
Garth Hill College	54.6	54.6	0.0	54.6	0.0	0.0	Completed	Completed
Sandhurst Redevelopment	467.1	467.1	27.6	467.1	0.0	0.0	Masterplan completed	Refurbishment in phases over school holidays
<b>Secondary</b>	<b>1,527.9</b>	<b>1,331.3</b>	<b>64.3</b>	<b>1,331.3</b>	<b>196.6</b>	<b>0.0</b>		
<b>Special</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>		

## Unrestricted

### CAPITAL MONITORING 2017/18

Dept: Children, Young People and Learning

As at 30 June 2017

Cost Centre Description	Approved Budget £000's	Cash Budget 2017/18 £000's	Expenditure to Date £000's	Estimated Outturn 2017/18 £000's	Carry Forward 2017/18 £000's	(Under) / Over Spend £000's	Next Target / Explanatory Note	Current status of the project / notes
<b>SCHOOL PROJECTS</b>								
Binfield Learning Village	27,311.2	26,337.4	3,551.5	26,337.4	973.8	0.0	On site	On site and on programme for opening in Sep-18
<b>Village</b>	<b>27,311.2</b>	<b>26,337.4</b>	<b>3,551.5</b>	<b>26,337.4</b>	<b>973.8</b>	<b>0.0</b>		
<b>Fees</b>	<b>360.0</b>	<b>360.0</b>	<b>28.5</b>	<b>360.0</b>	<b>0.0</b>	<b>0.0</b>	To be fully spent by March 2018	To be allocated to projects
Basic Need Grant for Allocation	6,348.8	0.0	0.0	0.0	6,348.8	0.0	Unallocated grant	Unallocated grant to be c/f to fund future years' projects
Devolved Capital and other funds held by schools	704.2	332.6	62.1	332.6	371.6	0.0	On-going	In progress
Section 106 Developer Contributions	250.0	250.0	0.0	250.0	0.0	0.0	To be allocated to projects	Allocated to projects
<b>Other Schools Related Capital</b>	<b>7,303.0</b>	<b>582.6</b>	<b>62.1</b>	<b>582.6</b>	<b>6,720.4</b>	<b>0.0</b>		
<b>SCHOOL PROJECTS</b>	<b>42,533.4</b>	<b>31,634.8</b>	<b>4,323.3</b>	<b>31,634.8</b>	<b>10,898.6</b>	<b>0.0</b>		
<b>Percentages</b>			<b>13.7%</b>	<b>100.0%</b>		<b>0.0%</b>		
<b>CAPITAL MAINTENANCE/ CONDITION</b>								
<b>Planned works</b>	<b>2,348.0</b>	<b>2,048.0</b>	<b>134.2</b>	<b>2,048.0</b>	<b>300.0</b>	<b>0.0</b>	In progress.	Forecast c/f is largely committed.
<b>ROLLING PROGRAMME</b>	<b>2,348.0</b>	<b>2,048.0</b>	<b>134.2</b>	<b>2,048.0</b>	<b>300.0</b>	<b>0.0</b>		
<b>Percentages</b>			<b>6.6%</b>	<b>100.0%</b>		<b>0.0%</b>		
<b>OTHER PROJECTS</b>								
Integrated Children's Services	40.1	40.1	34.7	40.1	0.0	0.0	Go live Sep-16	Go live date met. Reporting module postponed to 2017/18.
CP-IS Project	80.0	80.0	22.0	80.0	0.0	0.0	Mar-18	In progress
Capita One (EMS) Upgrade	1.6	1.6	0.0	1.6	0.0	0.0	Mar-18	Solus upgrade completed. Remaining project elements deferred.
CSC ICT Mobile Working	49.7	49.7	0.0	49.7	0.0	0.0	Sep-17	Awaiting new tablets and hybrids.
<b>ICT projects</b>	<b>171.4</b>	<b>171.4</b>	<b>56.7</b>	<b>171.4</b>	<b>0.0</b>	<b>0.0</b>		
<b>Youth Facilities</b>	<b>95.3</b>	<b>95.3</b>	<b>0.0</b>	<b>95.3</b>	<b>0.0</b>	<b>0.0</b>	Mar-17	Planning for modernisation and ongoing restructuring of the Youth Service.
Multi Agency Safeguarding Hub	4.3	0.0	0.0	0.0	4.3	0.0	Complete	ICT and accommodation fully delivered.
Places for 2 year olds	49.7	18.5	0.0	18.5	31.2	0.0	Mar-18	Portal delivered. Project for remainder of works in planning stage.
Priestwood Guide Centre	68.3	2.6	2.2	2.6	65.7	0.0	In progress	Works in train. Toilets/cloakroom complete. Roofing works in train.
Additional 30 Hours - 3-4 Year Olds	147.1	147.1	136.7	147.1	0.0	0.0	In progress	Completion expected by September 2017.
<b>Other</b>	<b>269.4</b>	<b>168.2</b>	<b>138.9</b>	<b>168.2</b>	<b>101.2</b>	<b>0.0</b>		
<b>OTHER PROJECTS</b>	<b>536.1</b>	<b>434.9</b>	<b>195.6</b>	<b>434.9</b>	<b>101.2</b>	<b>0.0</b>		
<b>Percentages</b>			<b>45.0%</b>	<b>100.0%</b>		<b>0.0%</b>		
<b>TOTAL CAPITAL PROGRAMME</b>	<b>45,417.5</b>	<b>34,117.7</b>	<b>4,653.1</b>	<b>34,117.7</b>	<b>11,299.8</b>	<b>0.0</b>		
<b>Percentages</b>			<b>13.6%</b>	<b>100.0%</b>		<b>0.0%</b>		

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**TO: SCHOOLS FORUM  
14 SEPTEMBER 2017**

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## **REVIEW OF PROVISION FOR REPRESENTATIVES ON THE SCHOOLS FORUM Director of Corporate Services**

### **1 PURPOSE OF REPORT**

- 1.1 To seek endorsement of an amendment to the Forum's composition which is intended to bring it in to line with the Schools Forum (England) Regulations 2012 to correctly reflect the proportion of pupils in schools maintained by the Local Authority and those in academies.

### **2 RECOMMENDATION(S)**

- 2.1 **That the composition of the Bracknell Forest Schools Forum as set out in Appendix A be approved.**
- 2.2 **That the proprietor bodies of academies be asked to confirm their nominees for the academy vacancy on the Forum.**

### **3 REASONS FOR RECOMMENDATION(S)**

- 3.1 To bring the Forum's Constitution in to line with the Schools Forum (England) Regulations 2012, to reflect changes to academy status and the number of children attending schools in the borough.

### **4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 None, a review of secondary school and Academy representatives is required to ensure the Bracknell Forest Schools Forum is in keeping with the Schools Forum (England) Regulations 2012.

### **5 SUPPORTING INFORMATION**

- 5.1 During 2017/18, Crown Wood Primary School, Great Hollands Primary School, and Jennetts Park Primary School all became Academies. It is therefore suggested that the Forum's Constitution be amended to add a further Academy member.
- 5.2 Officers undertook a review of school pupil numbers in Bracknell Forest to assess whether the current allocation of seats is broadly proportionate.
- 5.3 The proposed Membership would result in 15 members on the Forum from primary and secondary schools as follows:
- 8 Primary (53%)
  - 4 Secondary (27%)
  - 3 Academy (20%)

5.4 The current primary and secondary schools population is:

Primary 8,981 (51%)

Secondary 4,940 (28%)

Primary Academy 1,996 (11%)

Secondary Academy 1,629 (9%)

5.5 These figures suggest that the membership with one additional Academy appointment will be broadly proportionate to the school population as stipulated in the guidance issued by the Department of Education.

5.6 This means that an Academy representative needs to be appointed. Accordingly, it is suggested that the proprietor bodies of Academies be asked to nominate an additional member to serve on the Forum.

5.7 Due to the number of primary governor vacancies the Council are seeking to appoint governor representatives to fill these vacancies pending the election period in 2018.

## **6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

6.1

### Borough Treasurer

6.2

### Equalities Impact Assessment

6.3 There are no equalities issues raised by this matter as the processes aim to be non-discriminatory.

### Strategic Risk Management Issues

6.4 There are no strategic risk management issues to be considered.

### Other Officers

6.5 None.

## **7 CONSULTATION**

### Principal Groups Consulted

7.1 None.

### Method of Consultation

7.2 None.

### Representations Received



7.3 None.

Background Papers

Bracknell Forest Schools Forum Constitution  
The Schools Forums (England) Regulations 2012

Contact for further information

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## Annex A

<u>Membership as at September 2016</u>						<u>Membership proposed from September 2017</u>						
	Head Teacher	School Governor	Academy	Total	%	October 2016 Pupil Numbers	Head Teacher	School Governor	Academy	Total	Total All Members	Total Schools Members
<b><u>Academy members</u></b>												
Secondary academy			2	2		1,996	11%		3	3		20%
Primary academy						1,629	9%					
<b><u>Schools members</u></b>												
Primary maintained	4	4		8		8,981	51%	4	4	8		53%
Secondary maintained	2	2		4		4,940	28%	2	2	4		27%
Special school				1						1		
Pupil Referral Unit				1						1		
<b>Total Schools and Academies members (minimum 66.7%)</b>				<b>16</b>	<b>76.19%</b>					<b>17</b>	<b>77.27%</b>	
<b><u>Non-schools members</u></b>												
16-19 Provider				1						1		
Early Years Provider				1						1		
Diocese Representative (Roman Catholic)				1						1		
Diocese Representative (Church of England)				1						1		
Trades Union				1						1		
<b>Total non-school members (maximum 33.4%)</b>				<b>5</b>	<b>23.81%</b>					<b>5</b>	<b>22.73%</b>	
<b>Total members</b>				<b>21</b>	<b>100.00%</b>					<b>22</b>	<b>100.00%</b>	
<b>Executive Member for Children, Young People and Learning has observer status</b>												
Quorum 40% of current membership (excluding vacancies and observers)												
						Quorum when all membership positions occupied				<u>9</u>		

Primary schools, secondary schools and academies should be broadly represented in proportion to pupil numbers.



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	<b>Membership as at September 2016</b>					<b>Membership proposed from September 2017</b>						
	Head Teacher	School Governor	Academy	Total	%	October 2016 Pupil Numbers	Head Teacher	School Governor	Academy	Total	Total All Members	Total Schools Members
<b><u>Academy members</u></b>												
Secondary academy			2	2		1,996	11.38%		3	3		18.75%
Primary academy						1,629	9.28%					
<b><u>Schools members</u></b>												
Primary maintained	4	4		8		8,981	51.19%	4	4	8		50.00%
Secondary maintained	2	2		4		4,940	28.15%	2	2	4		25.00%
Special school				1						1		
Pupil Referral Unit				1						1		
<b>Total Schools and Academies members (minimum 66.7%)</b>				<b>16</b>	<b>76.19%</b>					<b>17</b>	<b>77.27%</b>	
<b><u>Non-schools members</u></b>												
16-19 Provider				1						1		
Early Years Provider				1						1		
Diocese Representative (Roman Catholic)				1						1		
Diocese Representative (Church of England)				1						1		
Trades Union				1						1		
<b>Total non-school members (maximum 33.4%)</b>				<b>5</b>	<b>23.81%</b>					<b>5</b>	<b>22.73%</b>	
<b>Total members</b>				<b>21</b>	<b>100.00%</b>					<b>22</b>	<b>100.00%</b>	
<b>Executive Member for Children, Young People and Learning has observer status</b>												
Quorum 40% of current membership (excluding vacancies and observers)										<b>9</b>		

45

Primary schools, secondary schools and academies should be broadly represented in proportion to pupil numbers.

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