

**TO: SCHOOLS FORUM**  
**DATE: 22 OCTOBER 2015**

---

**THE SCHOOLS BUDGET – 2015-16 BUDGET MONITORING  
AND OTHER FINANCIAL MATTERS**  
**Director of Children, Young People and Learning**

**1 PURPOSE OF REPORT**

- 1.1 The purpose of this report is for the Schools Forum to receive an update on the 2015-16 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.
- 1.2 Other, related financial matters are also presented for a decision relating to:
1. amendments to the Scheme for Financing Schools, subject to satisfactory consultation responses from schools;
  2. agreeing that the funding policy for new and expanding schools is determined by the Forum without consultation with all individual schools.

**2 RECOMMENDATIONS**

**That the Schools Forum NOTES:**

- 2.1 **the current level of anticipated Dedicated Schools Grant at £78.678m (paragraph 5.3);**
- 2.2 **the budget variances being forecast on the 2015-16 Schools Budget that in total aggregate to a net under spending of £0.223m, (paragraph 5.10);**
- 2.3 **that the accumulated year end balance for the Schools Budget General Reserve is forecast to be £0.079m below the minimum prudential level required to safely manage potential in-year budget risks (paragraph 5.10 (vii));**
- 2.4 **progress to date on the Education Capital Programme, as summarised at Annex 3.**

**That the Schools Forum AGREES:**

- 2.5 **the revenue budget virements proposed (paragraphs 5.2 to 5.4);**
- 2.6 **the revised medium term budget plan for the Rise@GHC, as set out in Annex 1, including the resultant budget virements (paragraph 5.6);**
- 2.7 **that all schools are consulted on the proposed changes to the Scheme for Financing Schools, which provided no more than 15% of schools reject the proposals, are subsequently incorporated into the approved Scheme (paragraph 5.19).**

- 2.8 that a consultation with all schools on the detailed financial model that supports the funding policy for new and expanding schools should not be undertaken for the reasons set out in paragraph 5.24.**

### **3 REASONS FOR RECOMMENDATIONS**

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

### **4 ALTERNATIVE OPTIONS CONSIDERED**

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

### **5 SUPPORTING INFORMATION**

#### **2015-16 Monitoring of the Schools Budget (Revenue)**

##### *Approved budget*

- 5.1 A report was presented to the July meeting of the Forum that confirmed the level of funding from the Dedicated Schools Grant (DSG) at £78.052m. To the DSG can be added other grant income of £9.767m from the Education Funding Agency (EFA) that is made available to fund BF maintained schools for sixth forms, the Pupil Premium, Primary PE and Sports activities and the Universal Infant Free School Meals initiative. There is also £0.031m of general income. Therefore, in total, £87.759m is available to fund expenditure within the Schools Budget.
- 5.2 In approving the budget for 2015-16, the Forum also agreed the draw down of funds from Earmarked Reserves to increase available budgets as follows:
- a) £0.117m draw down from the Job Evaluation Reserve to part finance the cost of implementing the Bracknell Forest Supplement for non-teaching staff in schools. This results in a nil reserve balance meaning from now on there is no specific funding source for these costs;
  - b) £0.208m draw down from the SEN Unit Reserve to support the start-up costs for Rise@GHC, the new Autistic Spectrum Disorder SEN Unit for secondary aged pupils at Eastern Road.
- 5.3 Following verification of the January 2015 census data, there have been further adjustments by the EFA to the Early Years Block DSG allocation as follows:
- c) funding for 2 year olds has now been confirmed at £0.673m;
  - d) funding 3 and 4 year olds has been verified and results in a £0.047m deduction.

Overall, these changes result in a current level of DSG of £78.678m and total income of £88.476m. This figure will be subject to change once amounts are confirmed for the deduction due to St Margaret Clitherow Catholic Primary School following conversion to academy status on 1 September and the January 2016 Early Years census data.

## Unrestricted

- 5.4 Finally, in making on-going checks to the budget requirement for Rise@GHC, it has become apparent that a small number of changes need to be made to the medium term budget plan. Whilst there is minimal overall financial effect from the changes, with around £0.6m of on-going savings still anticipated once up to full capacity, the cash flow profile has changed with additional spend of £0.046m in 2015-16 now forecast. This is proposed to be financed from a further draw down from the SEN Unit Reserve and an internal, self-balancing transfer from within existing resources. The net effect on the total Schools Budget will be as follows:
- e) £0.020m draw down from the SEN Unit Reserve. This will be off-set by smaller amounts of draw down in future years than previously expected.
- 5.5 The budget changes set out in paragraphs 5.2 and 5.4 aggregate to a £0.346m net increase in funds. To ensure budgets correctly reflect anticipated spending requirements, adjustments will need to be made to the areas of the accounts that the changes relate to.
- 5.6 As set out above in paragraph 5.4, in addition to seeking a further £0.02m from the SEN Unit Reserve for Rise@GHC, £0.026m will also be transferred from existing budgets. This relates to an equivalent saving that will accrue from the SEN placements budgets as one less BF student will now be placed with an external provider as Rise@GHC has admitted 6 BF students against the previous estimate of 5. The additional £0.046m of funds is proposed to be allocated as follows:
- f) £0.039m added to the Rise@GHC budget;
  - g) £0.007m to be added to the specialist support therapies centrally managed budget;

Annex 1 sets out the revised medium term budget plan for the Rise@GHC which will be subject to on-going review and update.

- 5.7 Annex 2 sets out a summary budget statement, including the changes set out above, with notes a) to g) above referenced to relevant budget lines.

### Forecast budget variances

- 5.8 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.
- 5.9 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 2016-17 budget is agreed, in particular in relation to ensuring that adequate funds are held in reserve to manage potential in-year cost pressures. The minimum prudential amount has been set at £0.51m. 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. In respect of the High Needs budget, where significant financial difficulties have recently been experienced, a separate agenda item provides a detailed update on the current financial position.
- 5.10 Provisional budget monitoring information available at the end of August indicates that the Schools Budget will under spend by £0.223m this year. Explanations of the

significant changes anticipated from the current budget plan are set out below, with Annex 2 showing the overall Schools Budget at a summary level. An outline of the key variances is set out below.

**Schools Block: Delegated and devolved funding:**

No variances to report. Year end balances are generally ring-fenced for future use by individual schools and therefore do not impact on general balances.

**Other Schools Block:**

- i. **Pupil behaviour - £0.061m under spend.** A £0.029m saving is forecast against staffing where a small number of vacancies have occurred. The move from the Pines Primary Professional Centre to the Bracknell Open Learning Centre is expected to result in £0.016m reduction in premises and accommodation costs, with additional income of £0.015m being generated from Team Teach training.
- ii. **School staff absence and other items - £0.051m over spend.** There are three significant variance being reported at this stage. There is forecast under spending of £0.071m on the Early Years contingency, which is based on actual head count data from April. It will be used to finance the forecast over spending on payments to providers reported below under note v, although a net under spending is still forecast. There is also a £0.015m anticipated over spending on centralised copyright fees where the DfE has negotiated a discounted rate for all schools in England, the scope of which has been extended with a consequential cost increase. The final significant variance relates to the anticipated cost increase on school business rates arising from the school places programme. Back-dated increases are expected to raise costs by £0.1m above current budget provision.
- iii. **Combined Service Budgets - £0.091m under spend.** These budgets support vulnerable school children and when combined with budgets for similar services that are funded by the Council can result in a greater overall impact and educational benefit. There is a £0.067m saving forecast as a result of changing the services provided at the Child Development Centre under Service Level Agreement with Action for Children in order to improve frontline services and strengthen Bracknell Forest's Early Help offer. These savings mainly relate to reduced accommodation and overhead costs previously charged by Action for Children.  
**Support to schools in financial difficulty - £0.001m over spend.** No significant variances to report.

**High Needs Block:**

- iv. **SEN provisions and support services – £0.116m under spend.** There is a separate agenda item that provides a detailed update on the budget situation on High Needs budgets. At this stage, an under spending is being forecast as management actions indicate the £0.468m of savings built into the budget will be successfully exceeded.  
**Education out of school - £0.008m under spend.** No significant variances to report.

**Early Years Block:**

- v. **Early Years provisions and support services - £0.018m over spend.** Payments to providers of the free entitlement to early years education and childcare are forecast to over spend by £0.024m which will be funded by the contingency budget as detailed above in note ii.

**Dedicated Schools Grant:**

- vi. **Dedicated Schools Grant (DSG) - £0.017m under spend.** The DfE recalculate the Early Years DSG block based on actual participation rates each January. The provisional January 2015 census indicated to the council a £0.045m deduction to DSG, with a corresponding provision set aside in the

## Unrestricted

2014-15 accounts. The final deduction was confirmed in June at £0.028m, after the 2014-15 accounts had closed, with the resultant £0.017m over provision falling as an under spending in the current year.

### **Forecast year end balance on the Schools Budget General Reserve:**

- vii. Provisional budget monitoring information indicates that the Schools Budget will under spend by an aggregate £0.223m this year. There is an opening surplus amount of £0.208m in the unallocated Schools Budget General Reserve, meaning a potential £0.451m surplus balance at year end, which would be £0.079m below the £0.510m minimum required level. If the year end surplus does not reach the minimum level, it will need to be increased through the 2016-17 budget setting process by the appropriate amount through a top-slice to new year DSG income.

### **2015-16 Education Capital Programme**

#### *Approved budget*

- 5.11 The current Education Capital budget approved by the council amounts to £24.671m, which represents a significant investment and comprises:

- School place programme and Devolved Formula Capital £21.841m
- School Planned Maintenance £2.247m
- ICT projects £0.364m
- Youth facilities £0.110m
- Development of places for 2 year olds £0.110m.

Annex 3 provides a summary of the approved schemes, including current progress and key targets.

#### *Forecast budget variances*

- 5.12 At this stage, spend of £23.191m is anticipated this financial year, with £1.480m slipping into 2016-17 to reflect the phasing of works. In respect of school projects, the follow highlights key achievements:

- Construction commenced at Cranbourne Primary
- Fox Hill kitchen completed
- Great Hollands Primary surge class completed
- Owlsmoor Primary on site
- Construction commenced at Warfield West
- Wildmoor Heath kitchen in progress
- Brakenhale Phase 4 completed
- Garth Hill College Sixth Form occupied
- Rise@GHC SEN Unit (Eastern Road) occupied
- Binfield Learning Village in design

- 5.13 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.

- 5.14 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

## Unrestricted

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.

- 5.15 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.

### **Scheme for Financing Schools**

- 5.16 Each LA is required to publish a Scheme for Financing Schools (the “Scheme”). This sets out the financial relationship between the LA and the maintained schools which it funds, so does not apply to academy schools. It is a legally binding document on both the LA and schools relating to financial management and associated issues.
- 5.17 The DfE issues statutory guidance to LAs in respect of minimum content of Schemes. Parts of Schemes must be in accordance with “directed scheme revisions” and are mandatory, for other elements of schemes, there is discretion to make changes to reflect local circumstances. The statutory power to update discretionary parts of Schemes rests with maintained school representatives on the Schools Forum, but changes can only be made after a consultation with all governing bodies and head teachers.
- 5.18 Two directed scheme revisions were issued by the DfE in August which update existing guidance in respect of; the requirement for maintained schools to publish a register of the business interests of their governors, along with any relationships with staff; and clarification that borrowing includes the use of finance leases and is not allowable, with the exception of certain schemes approved by the Secretary of State. Currently only Salix loans have such approval. Whilst these are directed scheme revisions, there is scope to make changes to reflect local circumstances.
- 5.19 The guidance provided by the DfE is attached at Annex 4, together with the text proposed to be incorporated into the BF Scheme. Subject to agreement of the Forum, it is proposed to undertake a short consultation with schools and governing bodies on the proposed revisions and provided no more than 15% of schools reject the changes, incorporate the amendments, update the Scheme and notify schools accordingly.

### **Funding Policy for new and expanding schools**

- 5.20 The Forum has previously been advised of the need to develop a funding policy for new and expanding schools. This is in response to the 6 substantial school developments anticipated to be required in the next 5 years from the forecast house building programme. The new developments will result in a significant cost pressure – likely to be over £1m per annum at its peak – as additional funding is required to cover start-up a diseconomy of scale costs. Additional income is not expected to be available to fund this cost, which will therefore need to be managed from within the overall level of DSG, which is expected to experience limited growth from increased pupil numbers, estimated at around £0.3m per annum.
- 5.21 Since the July meeting of the Forum, considerable progress has been made on developing a funding model that can accurately determine the financial implications. This has involved assessing the cost of operating different sized schools at varying

## Unrestricted

levels of capacity, with the most likely model compromising a fixed amount for start-up costs, a lump sum allocation to cover most of the unavoidable fixed costs, such as head teacher salary, and a lump sum amount for each agreed class. In order to manage costs to a level that does not have an unacceptable impact on all schools collectively, it is highly likely that mixed aged teaching will be required in the initial stages after opening.

- 5.22 Each element of the final funding policy e.g. start-up costs, lump sum payments etc, will be calculated from the actual costs anticipated at the schools and will therefore need to vary depending on status – new or expanding – and size – number of forms of entry. The all through school at Binfield Learning Village adds a further dimension.
- 5.23 There are still difficulties to resolve before firm proposals can be presented for a decision. The main challenge remaining relates to having robust pupil data for each of the school developments for each year group over the 5 year period when the additional cost is expected to peak. This data is dependent on accurate information on the pace of housing construction, which is continually updated by developers. The slower the progress on construction and sale of houses, the fewer children there will be in the schools which will require more diseconomies of scale funding and will then operate for longer periods below capacity which will extend the period of when additional financial support will be required.
- 5.24 Ordinarily, the council would wish to share funding proposals on such issues with all schools through a formal consultation. However, due to the scale of the pressure, the detailed calculations involved, and the range of component parts of the required policy, it is considered unrealistic to expect to receive a clear consensus on the way forward from the questions that would need to be posed. There are also issues around timing, as the availability of robust data has delayed the completion of the modelling, restricting the time available to gather views. It is therefore proposed that the Schools Forum, as the representative body for schools and education services, makes a decision on the policy at the next meeting of the Forum on 10 December

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

### Borough Solicitor

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

### Borough Treasurer

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

### Equalities Impact Assessment

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

### Strategic Risk Management Issues

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

## Unrestricted

- 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

## 7 CONSULTATION

7.1 Not applicable.

### Background Papers

None.

### Contact for further information

David Watkins, Chief Officer: SR&EI

(01344 354061)

[David.Watkins@bracknell-forest.gov.uk](mailto:David.Watkins@bracknell-forest.gov.uk)

Paul Clark, Head of Departmental Finance

(01344 354054)

<mailto:paul.clark@bracknell-forest.gov.uk>

### Doc. Ref

G:\Executive\Schools Forum\73) 1510aa\2015-16 Schools Budget Monitoring etc.doc



Unrestricted

Annex 1

Costed at 2015-16 outturn prices

Ref	January to August 2015	Sept 2015 to March 2016	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22 (Full year)
-----	------------------------	-------------------------	---------	---------	---------	---------	---------	---------------------

**Places and staffing - academic year data:**

<b>1</b>	<b>Projected Maximum No. of Learners</b>	<b>0</b>	<b>8</b>	<b>16</b>	<b>24</b>	<b>32</b>	<b>40</b>	<b>48</b>	<b>56</b>
2	BFC resident	0	6	11	16	21	26	31	36
3	Other LA resident	0	2	4	5	7	9	10	11
4	Vacancy	0	0	1	3	4	5	7	9
5	Number occupied places in costing model	0	8	15	21	28	35	41	47
6	Occupancy rate	0%	100%	94%	88%	88%	88%	85%	84%
7	Total No. of Teaching Staff (fte) (headcount)	1.00	3.00	4.00	6.00	8.00	10.00	10.00	10.00
8	Total No. of Learning Support Staff (fte) (headcount)	0.00	3.00	5.00	7.00	9.00	9.00	9.00	9.00
9	Total No. of Ancillary Support Staff (headcount)	0.00	3.00	4.00	5.00	5.00	5.00	5.00	5.00
10	Total all staff (fte) (headcount)	1.00	9.00	13.00	18.00	22.00	24.00	24.00	24.00

**Financials - financial year data:**

11	Staffing	£36,400	£190,700	£391,800	£531,350	£680,360	£799,600	£841,425	£841,460
12	Premises	£0	£83,800	£144,700	£141,500	£138,500	£138,500	£138,500	£138,500
13	Supplies & Services	£10,900	£36,200	£74,300	£84,700	£100,600	£123,040	£137,500	£147,660
14	Transport	£250	£7,100	£12,250	£12,250	£12,250	£12,250	£12,250	£12,250
15	Contingency at underlying 5%	£1,500	£22,500	£71,200	£52,700	£46,500	£53,700	£56,500	£57,000
16	Total Income	£0	£700	£1,800	£2,750	£3,850	£4,800	£5,750	£6,650
17	<b>NET EXPENDITURE AT SCHOOL</b>	<b>£49,050</b>	<b>£339,600</b>	<b>£692,450</b>	<b>£819,750</b>	<b>£974,360</b>	<b>£1,122,290</b>	<b>£1,180,425</b>	<b>£1,190,220</b>
18	<b>CENTRALLY FUNDED SPECIALIST THERAPIES</b>	<b>£0</b>	<b>£20,100</b>	<b>£52,000</b>	<b>£79,400</b>	<b>£107,900</b>	<b>£138,000</b>	<b>£165,500</b>	<b>£191,400</b>
19	<b>GRAND TOTAL NET EXPENDITURE</b>	<b>£49,050</b>	<b>£359,700</b>	<b>£744,450</b>	<b>£899,150</b>	<b>£1,082,260</b>	<b>£1,260,290</b>	<b>£1,345,925</b>	<b>£1,381,620</b>

**Income and charging**

20	Cost per occupied place (financial year cost divided by 5\12 summer term numbers, 7\12 autumn term numbers)		£77,100	£62,000	£49,000	£44,000	£40,000	£33,000	£30,000
21	DfE place funding @ £10k per place annually in arrears	£0	-£46,700	-£120,800	-£185,000	-£250,800	-£320,900	-£384,900	
22	<b>Net cost to BFC (financial year: cost less DfE grant)</b>	<b>£408,750</b>	<b>£697,750</b>	<b>£778,350</b>	<b>£897,260</b>	<b>£1,009,490</b>	<b>£1,025,025</b>	<b>£996,720</b>	
23	Net cost per place for LAs to fund	£88,000	£58,000	£43,000	£36,000	£32,000	£27,000	£23,000	
24	Est impact of around 6 BFC non-LEA leavers @ £41,400		-£144,900	-£369,200	-£576,200	-£783,200	-£990,200	-£1,197,200	-£1,404,200
25	Est income from OLAs: assume on-going charge of £23,000 NB: with premium of £7,000 for 2 years then £3,500 for 2 more years		-£35,000	-£95,000	-£121,000	-£163,500	-£216,500	-£253,500	-£243,000
26	Estimated saving / income from OLA		-£179,900	-£464,200	-£697,200	-£946,700	-£1,206,700	-£1,450,700	-£1,647,200
27	Net additional cost(+) / saving(-)		£228,850	£233,550	£81,150	-£49,440	-£197,210	-£425,675	-£650,480
28	Cummulative change		£228,850	£462,400	£543,550	£494,110	£296,900	-£128,775	-£779,255
29	Estimated draw down from SEN Resource Unit Reserve		£228,850	£233,550	£81,150	£0	£0	£0	£543,550
30	Total available in SEN Resource Unit Reserve	-£489,784	-£55,000	-£55,000					-£599,784
31	Estimated remaining balance in SEN Resource Unit Reserve								-£56,234
32	Estimated on-going saving - annual					-£49,000	-£148,000	-£229,000	-£273,000
33	Estimated on-going saving - cumulative					-£49,000	-£197,000	-£426,000	-£650,000

**Memorandum item: Budget proposals for 2015-16 presented for approval to the Schools Forum**

	22 October	17 July	Change
<b>Allocation to Garth Hill College</b>			
Net Expenditure At School	Jan - Aug Sept - March	£49,050 £339,600	£49,050 £301,000
		£388,650	£350,050
Est income from OLAs: assume on-going charge of £23,000		-£35,000	-£35,000
Net funding for Garth Hill College		£353,650	£315,050
<b>Centrally managed expenditure</b>			
Centrally Funded Specialist Therapies		£20,100	£13,100
Total budget proposed for 2015-16		£373,750	£328,150
<b>Financing:</b>			
Estimated draw down from SEN Resource Unit Reserve		£228,850	£208,550
Est impact of around 6 BFC non-LEA leavers @ £41,400		£144,900	£119,600
Total Financing		£373,750	£328,150

## 2015-16 PROVISIONAL BUDGET MONITORING STATEMENT FOR THE SCHOOLS BUDGET AS AT THE END OF AUGUST 2015

	Approved Budget			Note	Estimated Variance			Note
	Expenditure	Income	Net		Under spending	Over spending	Net variance	
	£000	£000	£000		£000	£000	£000	
<b>Delegated and devolved funding</b>								
Delegated School Budgets	66,639	0	66,639	a	0	0	0	
Other School Grants	5,124	-9,767	-4,643		0	0	0	
	<b>71,763</b>	<b>-9,767</b>	<b>61,996</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>LEA managed items</b>								
<b>Schools Block</b>								
Pupil behaviour	323	-7	316		-62	1	-61	i
School staff absence and other items	1,229	-22	1,207		-96	147	51	ii
Combined Service Budgets	689	0	689		-105	14	-91	iii
Support to schools in financial difficulty	284	0	284		0	1	1	
<b>High Needs Block</b>								
SEN provisions and support services	9,893	0	9,893	b, f, g	-560	444	-116	iv
Education out of school	1,107	-3	1,104		-22	14	-8	
<b>Early Years Block</b>								
Early Years provisions and support services	3,534	1	3,535	c, d, e	-655	673	18	v
	<b>17,059</b>	<b>-31</b>	<b>17,028</b>		<b>-1,500</b>	<b>1,294</b>	<b>-206</b>	
<b>Dedicated Schools Grant</b>	<b>0</b>	<b>-78,678</b>	<b>-78,678</b>	c, d	<b>-17</b>	<b>0</b>	<b>-17</b>	vi
<b>TOTAL - Schools Budget</b>	<b>88,822</b>	<b>-88,476</b>	<b>346</b>		<b>-1,517</b>	<b>1,294</b>	<b>-223</b>	
<b>Unallocated balance at 1 April 2015</b>							<b>-208</b>	
<b>Net forecast unallocated balance at 31 March 2016</b>							<b>-431</b>	
<b>Amount below the prudential minimum balance of £510,000</b>							<b>79</b>	vii

See paragraphs 5.2 to 5.4, 5.6 and 5.9 for an explanation to the notes.

Unrestricted

Annex 3

CAPITAL MONITORING 2015/16

Dept: Children, Young People and Learning  
As at 31 August 2015

Cost Centre Description	Approved Budget 2015/16 £000's	Cash Budget 2015/16 £000's	Expenditure to Date £000's	Estimated Outturn 2015/16 £000's	Carry Forward 2016/17 £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)	35.5	35.5	0.0	35.5	0.0	0.0	Detailed design complete	Design meetings underway. School anticipated from Sep-17
Amen Corner Primary (South)	10.8	10.8	0.0	10.8	0.0	0.0	School/housing programmes match	Developer has outline planning permission for school, negotiating S106
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-15, will review for Sep-16
Cranbourne Primary	1,582.1	1,582.1	333.4	1,582.1	0.0	0.0	On site	Construction on site
Crown Wood Primary	527.9	527.9	1.4	527.9	0.0	0.0	Completed	Retentions remaining
Fox Hill Primary	210.6	210.6	16.3	210.6	0.0	0.0	Surge on hold. Kitchen for Sep-15	Surge classroom on hold. School Meals Kitchen completed Aug-15
Great Hollands Primary	1,175.4	1,175.4	232.5	1,175.4	0.0	0.0	In design	Surge classroom completed Aug-15. Full expansion in design.
Harmans Water Primary	25.0	0.8	0.8	0.8	24.2	0.0	Surge classroom open	Surge classroom in use
Holly Spring Infant & Junior	42.0	42.0	6.8	42.0	0.0	0.0	Complete	Retentions remaining
Jennett's Park CE Primary	5.1	5.1	0.0	5.1	0.0	0.0	Additional Classroom in September 2015	F&E and ICT only
Meadow Vale Primary	142.7	142.7	0.0	142.7	0.0	0.0	Completed	Retentions remaining
Owlsmoor Primary	2,411.1	2,411.1	1,188.9	2,411.1	0.0	0.0	On site	On site
Pines (The) Primary	-2.8	-2.8	-61.9	-2.8	0.0	0.0	Phase 1 on Site	Phase 1 Completed, in defects until January 2016. Unrequired creditor.
TRL Primary	10.9	10.9	0.0	10.9	0.0	0.0	School/housing programmes match	Awaiting commencement of development which will trigger S106 provisions
Warfield East Primary	11.2	11.2	0.0	11.2	0.0	0.0	School/housing programmes match	Developer in negotiation with planners over draft S106 provisions
Warfield West Primary	76.1	76.1	14.0	76.1	0.0	0.0	Construction on site	Construction on site
Wildmoor Heath Primary	508.6	508.6	16.3	508.6	0.0	0.0	Project on hold. Kitchen for Sep-15	Project on hold, pending housing. School Meals Kitchen on site.
Wildridings Primary	20.5	20.5	0.0	20.5	0.0	0.0	Project on hold	Surge classroom on hold, not required for Sep-15
Winkfield St Marys Primary	504.3	504.3	2.7	504.3	0.0	0.0	Construction on site	Mobilisation
Wooden Hill Primary	2.1	2.1	1.8	2.1	0.0	0.0	Project on hold	Surge classroom on hold, not required for Sep-15
<b>Primary</b>	<b>7,299.1</b>	<b>7,274.9</b>	<b>1,753.0</b>	<b>7,274.9</b>	<b>24.2</b>	<b>0.0</b>		
Brakenhale Capacity Works	791.6	791.6	535.5	791.6	0.0	0.0	Phase 4 on site	Phase 4 completed Aug-15
Easthampstead Park	343.1	93.1	25.8	93.1	250.0	0.0	Completed	Completed Aug-15. Possible second phase of work in 2016/17
Edgbarrow School Expansion	903.3	903.3	31.5	903.3	0.0	0.0	In design	In design
Garth Hill College	5,115.7	5,115.7	4,351.2	5,115.7	0.0	0.0	Completed	Building occupied Sep-15, closing out construction
Sandhurst Redevelopment	17.5	17.5	0.0	17.5	0.0	0.0	Masterplan completed	Masterplan in progress
<b>Secondary</b>	<b>7,171.2</b>	<b>6,921.2</b>	<b>4,944.0</b>	<b>6,921.2</b>	<b>250.0</b>	<b>0.0</b>		
Eastern Road SEN	2,195.8	2,195.8	1,466.7	2,195.8	0.0	0.0	Completed	Building occupied Sep-15, closing out construction
<b>Special</b>	<b>2,195.8</b>	<b>2,195.8</b>	<b>1,466.7</b>	<b>2,195.8</b>	<b>0.0</b>	<b>0.0</b>		

## Unrestricted

### CAPITAL MONITORING 2015/16

Dept: Children, Young People and Learning

As at 31 August 2015

Cost Centre Description	Approved Budget 2015/16 £000's	Cash Budget 2015/16 £000's	Expenditure to Date £000's	Estimated Outturn 2015/16 £000's	Carry Forward 2016/17 £000's	(Under) / Over Spend £000's	Next Target / Explanatory Note	Current status of the project / notes
<b>SCHOOL PROJECTS</b>								
Binfield Learning Village	3,416.6	3,416.6	608.2	3,416.6	0.0	0.0	In design	In design
<b>Village</b>	<b>3,416.6</b>	<b>3,416.6</b>	<b>608.2</b>	<b>3,416.6</b>	<b>0.0</b>	<b>0.0</b>		
<b>Fees</b>	<b>304.6</b>	<b>304.6</b>	<b>57.1</b>	<b>304.6</b>	<b>0.0</b>	<b>0.0</b>	To be fully spent by March 2015	To be allocated to projects
Basic Need Grant for Allocation	670.3	0.0	0.0	0.0	670.3	0.0	Unallocated grant	Unallocated grant to be c/f to fund future years projects
Devolved Capital and other funds held by schools	783.7	583.8	193.6	583.8	200.0	0.0	On-going	In progress
Section 106 Developer Contributions	0.0	0.0	0.0	0.0	0.0	0.0	To be allocated to projects	Allocated to projects
<b>Other Schools Related Capital</b>	<b>1,454.0</b>	<b>583.8</b>	<b>193.6</b>	<b>583.8</b>	<b>870.3</b>	<b>0.0</b>		
<b>SCHOOL PROJECTS</b>	<b>21,841.3</b>	<b>20,696.9</b>	<b>9,022.6</b>	<b>20,696.9</b>	<b>1,144.5</b>	<b>0.0</b>		

Percentages 43.6% 100.0% 0.0%

<b>CAPITAL MAINTENANCE / CONDITION</b>								
<b>Planned works</b>	<b>2,246.7</b>	<b>1,911.7</b>	<b>981.3</b>	<b>1,911.7</b>	<b>335.0</b>	<b>0.0</b>		In progress
<b>ROLLING PROGRAMME</b>	<b>2,246.7</b>	<b>1,911.7</b>	<b>981.3</b>	<b>1,911.7</b>	<b>335.0</b>	<b>0.0</b>		

Percentages 51.3% 100.0% 0.0%

<b>OTHER PROJECTS</b>								
Integrated Children's Services	150.0	150.0	42.2	150.0	0.0	0.0	Dec-15	Ontrack for completion to time and budget.
Capita One (EMS) Upgrade	99.5	99.5	24.8	99.5	0.0	0.0	Mar-16	Solus upgrade completed. Remaining projects in progress.
Easthampstead Park School ICT Upgrade	14.0	14.0	12.8	14.0	0.0	0.0	Complete	Complete
CSC ICT Mobile Working	100.0	100.0	0.0	100.0	0.0	0.0		
<b>ICT projects</b>	<b>363.5</b>	<b>363.5</b>	<b>79.8</b>	<b>363.5</b>	<b>0.0</b>	<b>0.0</b>		
<b>Youth Facilities</b>	<b>110.0</b>	<b>110.0</b>	<b>0.0</b>	<b>110.0</b>	<b>0.0</b>	<b>0.0</b>	Mar-16	Under review
<b>Retentions - Non Schools</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>		
Places for 2 year olds	109.6	109.6	0.6	109.6	0.0	0.0	In progress	To submit planning pre-apps on Priestwood & Crown Wood
<b>Other</b>	<b>109.6</b>	<b>109.6</b>	<b>0.6</b>	<b>109.6</b>	<b>0.0</b>	<b>0.0</b>		
<b>OTHER PROJECTS</b>	<b>583.1</b>	<b>583.1</b>	<b>80.4</b>	<b>583.1</b>	<b>0.0</b>	<b>0.0</b>		

Percentages 13.8% 100.0% 0.0%

<b>TOTAL CAPITAL PROGRAMME</b>	<b>24,671.1</b>	<b>23,191.7</b>	<b>10,084.3</b>	<b>23,191.7</b>	<b>1,479.5</b>	<b>0.0</b>		
--------------------------------	-----------------	-----------------	-----------------	-----------------	----------------	------------	--	--

Percentages 43.5% 100.0% 0.0%

## Scheme for Financing Schools

New text is in bold and shaded i.e. **bold and shaded**

### DfE guidance

#### Register of business interests

The scheme must contain a provision which requires the governing body of each school to have a register which lists for each member of the governing body and the head teacher:

- Any business interests they or any member of their immediate family have;
- Details of any other educational establishments that they govern;
- Any relationships between school staff and members of the governing body;

And to keep the register up to date with notification of changes and through annual review of entries, to make the register available for inspection by governors, staff and parents, and the authority and to publish the register, for example on a publicly accessible website.

The authority may issue more detailed guidance on the maintenance of such a register.

### BFC scheme text

#### 2.9 Register of business interests

All schools must maintain a register of business interests for each member of the governing body and all staff with any **delegated** financial responsibilities or influence or those of their immediate family including partners. **Details must also be recorded of any other educational establishments that they govern and any relationships between school staff and members of the governing body.** Opportunity must be given to declare any conflicts of interest at the beginning of each governing body meeting and governors and staff should not be involved in decision making over matters where they, or somebody close to them, has an interest

This register must be maintained up to date with notification of changes from relevant persons, and through annual review of all entries. The governing body is also required to make the register available for inspection by governors, staff, parents and officials or agents of the authority, **for example on a publicly accessible website.**

#### Note on BFC scheme text

DfE minimum guidance is for head teachers only from school staff to be included on the register. The existing BFC scheme text requires all school staff with delegated authority to spend the school budget to be included on the register as it would be incomplete without this information which can reduce impact and potentially mislead interested parties, including the public.

## **DfE guidance**

### **Borrowing by schools**

The scheme should contain a provision reminding schools that governing bodies may borrow money (which includes the use of finance leases) only with the written permission of the Secretary of State. The Secretary of State's general position is that schools will only be granted permission for borrowing in exceptional circumstances. From time to time, however, the Secretary of State may introduce limited schemes in order to meet broader policy objectives. The scheme must contain a provision that allows schools to use any scheme that the Secretary of State has said is available to schools without specific approval, currently including the Salix scheme, which is designed to support energy saving.

Schemes may explicitly bar schools from using credit cards and overdrafts, which are regarded as borrowing. However, they should encourage the use of procurement cards by schools, as these cards can be a useful means of facilitating electronic purchase.

The restrictions do not apply to Trustees and Foundations, whose borrowing, as private bodies, makes no impact on Government accounts. These debts may not be serviced directly from the delegated budget, but schools are free to agree a charge for a service which the Trustees or Foundation are able to provide as a consequence of their own borrowing. Governing bodies do not act as agents of the authority when repaying loans.

This provision does not apply to loan schemes run by the authority.

## **BFC scheme text**

### **3.7 Borrowing by schools**

Governing bodies may borrow money from external organisations **(which includes the use of finance leases)** only with the written permission of the Secretary of State. If approval to borrow is received, the advice of Borough Treasurer must be sought and acted upon in relation to the most appropriate means of effecting the borrowing approval.

**The Secretary of State may introduce limited schemes in order to meet broader policy objectives. Where appropriate, schools may use any scheme that the Secretary of State has said is available to schools without specific approval, currently including the Salix scheme, which is designed to support energy saving. However, schools are advised to seek advice from the Borough Treasurer before taking part in any such schemes to confirm their value for money.**

**This provision does not apply to loan schemes operated by the authority.** See section 4.9 below for information on a loan scheme.