TO: SCHOOLS FORUM DATE: 15 SEPTEMBER 2016

THE SCHOOLS BUDGET – 2016-17 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 2016-17 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 RECOMMENDATIONS

That the Schools Forum NOTES:

- 2.1 the current level of anticipated Dedicated Schools Grant at £75.040m (paragraph 5.5);
- 2.2 the revised presentation of financial data to better reflect the future funding arrangements (paragraph 5.6);
- 2.3 the budget variances being forecast on the Schools Budget that total to an aggregate net over spending of £0.056m, (paragraph 5.9);
- 2.4 that the accumulated year end balance for the Schools Budget General Reserve is forecast to be £0.044m above the minimum prudential level required to be maintained to safely manage in-year budget risks (paragraph 5.9 (xi));
- 2.5 progress to date on the Education Capital Programme, as summarised at Annex 2.

That the Schools Forum AGREES:

2.6 the revenue budget virements proposed (paragraphs 5.4 and 5.5);

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

2016-17 Monitoring of the Schools Budget (Revenue)

Approved budget

- 5.1 Budget proposals for the 2016-17 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.
- 5.2 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 £83.437m as the estimated amount of DSG. Other grant income of £9.836m was also expected from the Education Funding Agency (EFA) 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 £93.380m of income available to fund expenditure within the Schools Budget.
- 5.3 In addition to the anticipated external income receipts, the Forum also agreed that £0.213m should be drawn down from the Schools Budget General Reserves to ensure sufficient funding was available for all the budget proposals made by the council. This has been added to available funds as a budget, which results in a net budget of £0.213m.
- 5.4 A number of adjustments have been required since the original budget was agreed as follows:

Early Years Block:

- a) funding for 2 year olds has now been confirmed at £0.595m, a reduction of £0.002m;
- b) funding 3 and 4 year olds has been verified at £4.506m and results in a £0.029m reduction.
- c) Early Years pupil premium allocation has been reduced by £0.040m to £0.024m to reflect a revised EFA estimate of eligible children

These adjustments relate to the EFA recalculating the funding requirement from the January 2016 census data, rather than the January 2015 information which was used on the initial, provisional funding announcement. A second adjustment to DSG funding will by made by the EFA once the January 2017 census data has been verified in June 2017.

High Needs Block:

d) the places deduction made by the EFA to directly fund relevant providers, e.g. non-maintained special schools, has been confirmed at £0.183m less than assumed in the original budget, increasing available funds.

Schools Block:

e) the academy school funding deduction – for Ranelagh, Brakenhale and St Margaret Clitherow – has been confirmed by the EFA at £8.509m. This includes the funding allocated through the normal operation of the BF Funding Formula for Schools and also the relevant share of de-delegated budgets.

Self-balancing virement:

- f) As charitable bodies, academy schools are eligible to 80% rates relief. The budget for Brakenhale was set before conversion was confirmed, and there is now a £0.096m saving. This has been transferred to part fund the additional rates costs anticipated from the school building programme delivering additional places for which there is no specific budget.
- Overall, these changes result in an anticipated level of DSG of £75.040m with total external income of £84.983m. 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 f) above referenced to the relevant budget lines.
- 5.6 A change in presentation of financial data in the Schools Budget has been made this year. This is in order to reflect the changes anticipated from the School Funding reforms and to allow clear focus on key areas likely to change, such as de-delegated budgets and combined services budgets where funding will be lost as some point in the future. These are now clearly identifiable.

Forecast budget variances

- 5.7 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.
- 5.8 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 2017-18 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.
- 5.9 Provisional budget monitoring information available at the end of July indicates that the Schools Budget will over spend by £0.056m this year. 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:

i. **Pupil behaviour - £0.047m under spend**. A £0.026m saving is forecast against staffing where a number of vacancies have occurred. The move from the Pines Primary Professional Centre to the Bracknell Open Learning Centre is expected to result in £0.021m reduction in premises and accommodation

Unrestricted

- costs. Part of this under spending will be used to finance £0.030m additional costs being incurred in respect of out of school education for primary aged pupils.
- ii. **Schools in Financial Difficulty £0.043m under spend**. A separate agenda item sets out details on costs committed to date on this budget. Making an allowance for further allocations to the end of the financial year indicates a potential under spending.
- iii. PRC/Dismissal costs / Licence Fees / FSM checking £0.063m over spend. The most significant budget variance relates to dismissal costs incurred at the end of the academic year from a number of schools that have completed non-teaching staffing re-organisations, with an over spending of £0.054m anticipated.
- iv. Other Schools Block provisions and support services £0.147m over spend. There are 2 significant budget variances being reported in this area of the accounts. Firstly, based on the current forecast pupil numbers on the October 2016 census, in-year growth allowance payments due to schools experiencing significant increases in pupil numbers are forecast at 12, rather than the 8 from a roll forward of October 2015 pupil numbers which was used to calculate the original budget requirement. The revised estimate indicates a year end over spending of £0.090m. Secondly, 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 2016-17 of £0.150m of which £0.096m will be funded from the saving on rates at Brakenhale Academy which now qualifies for charitable rates relief at 80%, which with other minor adjustments, creates an anticipated over spending on rates of £0.045m.

High Needs Block:

Members of the Forum will be aware that budget items v. and vi. 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 £0.2m is included in the forecasts. The contingency amount is reviewed each month and adjusted accordingly. Forecasts reported at this time 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.

- v. **Maintained schools and academies £0.137m 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 £0.137m over spend.
- vi. Non Maintained Special Schools and Colleges £0.118m 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 £0.118m under spend..
- vii. **Education out of school £0.021m over spend.** As set out above in note i. there is a £0.030m cost pressure being experienced on supporting primary aged pupils out of school. This is the main variance on this budget line.
- viii. Other SEN provisions and support services £0.053m under spend. There are two budgets that are forecasting significant under spendings; £0.020m on additional medical support for pupils, which is based on current and predicted needs; and £0.035m on occupational therapy where it has recently been confirmed that a provision set aside in the 2015-16 accounts for

a queried account has now been resolved with no cost to BF, thereby creating a one-off saving.

Early Years Block:

ix. Other Early Years provisions and support services - £0.087m under spend. The main change relates to a £0.071m 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.

Dedicated Schools Grant:

x. **Dedicated Schools Grant (DSG) - £0.020m over spend**. EFA have recalculated the 2015-16 Early Years Block DSG allocation for the period September 2015 to March 2016 on the validated January 2016 census data. This was confirmed in June and shows £0.020m less grant than the amount anticipated when the 2015-16 accounts were closed. The timing of announcing the actual change in funding means the variance falls into 2016-17.

Schools Budget General Reserve:

xi. Provisional budget monitoring information indicates that the Schools Budget will over spend by an aggregate £0.056m this year. There is an opening surplus amount of £1.373m in the unallocated Schools Budget General Reserve, which reduces by £0.213m after applying the agreed contribution to the 2016-17 budget. Proposals to transfer £0.4m of unallocated balances into earmarked reserves are made on another agenda item for this meeting, which if supported, would result in a forecast year end surplus on the General Reserve of £0.704m, which would be £0.044m above the £0.660m minimum required level.

2016-17 Education Capital Programme

Approved budget

- 5.10 The current Education Capital budget approved by the council amounts to £42.569m, which represents a significant investment and comprises:
 - School place programme and Devolved Formula Capital £39.557m
 - School Planned Maintenance £2.505m
 - ICT projects £0.182m
 - Other projects £0.325m

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

Forecast budget variances

- 5.11 At this stage, spend of £22.019m is anticipated this financial year, with £20.550mslipping into 2017-18 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 and Ascot Heath in progress

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- Cranbourne Primary modular replacement and surge class complete
- Work commenced on Great Hollands Primary extension
- New Warfield West Primary School completed and open at September 2016
- Work commenced at Winkfield St Mary's Primary additional class
- Refurbishment work at Easthampstead Secondary School commenced
- Expansion of Edgbarrow Secondary School in design, with conversion of sports centre about to commence
- Masterplan completed for Sandhurst Secondary School redevelopment
- Contract awarded for the construction of Binfield Learning Village
- 5.12 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.
- 5.13 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.
- 5.14 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.

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

- 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;

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- 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

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2016-17 PROVISIONAL BUDGET MONITORING STATEMENT FOR THE SCHOOLS BUDGET AS AT THE END OF JULY 2016									
Service Area	Approved Budget Spend Income Net			Note	Estim Under	Note			
					spending	spending	variance		
	£000	£000	£000		£000	£000	£000		
Schools Block									
Delegated and devolved funding:									
Delegated Mainstream School Budgets	63,105	0	63,105	e, f	0	0	0		
School Grant income	0	-9,336	-9,336		0	0	0		
Delegated and devolved funding:	63,105	-9,336	53,769		0	0	0		
LA managed items:									
Retained de-delegated Budgets:									
Behaviour	304	-7	296		-47	0	-47	i	
Schools in Financial Difficulty	244	0	244		-43	0	-43	ii	
Offical Staff Absences	304	0	304		0	10	10		
English as an Additional Language	117	0	117		0	5	5	:::	
PRC / Licence Fees / FSM checking	144	0	144		0	63	63	iii	
Combined Service Budgets: Education Attainment and School Transport for LAC	176	0	176		-16	32	16		
Family Intervention Project / Domestic Abuse	106	0	106		-10 -4	0	-4		
CAF Co-ordinator	42	0	42		0	3	3		
SEN Contract Management	33	0	33		-8	0	-8		
Education Health / Sport	48	0	48		0	0	0		
Other Schools Block provisions and support services	854	0	854	f	-8	155	147	iv	
LA managed items:	2,372	-7	2,364	•	-126	268	142		
Sub total Schools Block	65,477	-9,343	56,133		-126	268	142		
High Needs Block									
Delegated Special Schools Budgets	3.778	-7	3,771		-11	0	-11		
Post 16 SEN grant for Special Schools	3,770	-500	-500		0	0	0		
Maintained schools and academies	2,421	0	2,421		-66	203	137	٧	
Non Maintained Special Schools and Colleges	5,945	0	5,944	d	-293	175	-118	vi Vi	
Education out of school	1,137	-3	1,134	•	-25	46	21	vii	
Other SEN provisions and support services	1,225	0	1,225		-82	29	-53	viii	
Sub total High Needs Block	14,506	-510	13,995	•	-477	453	-24	•	
Early Years Block									
	4 600	2	4 677		104	100	-		
Free entitlement to early years education Other Early Years provisions and support services	4,680 535	-3 -87	4,677 448	a - c	-104 -88	109 1	5 -87	ix	
Sub total Early Years Block	5,215	-90	5,125	•	-192	110	-82	IX	
Dedicated Schools Grant	0	-75,040	-75,040		0	20	20	x	
TOTAL - Schools Budget	85,198	-84,983	213		-795	851	56		
Note on overall balance in Schools Budget:									
Opening unringfenced balance on Schools Budget							-1,373		
2016-17 forecast in-year net variance							-1,373 56		
Planned use of Reserves in setting 2016-17 budget							213		
Planned transfer to Earmarked Reserves (subject to Schools	Forum):						2.0		
SEN Unit reserve							100		
New school start-up / diseconomy costs							300		
Net forecast unallocated balance at 31 March 2017						-	-704		
						-			
Amount above £0.66m minimum prudential level of bal	ances					=	-44	Хİ	

CAPITAL MONITORING 2016/17

Dept: Children, Young People and Learning

As at 31 July 2016

Cost Centre Description	Approved	Cash	Expenditure	Estimated	Carry	(Under)/	Next Target /	Current status of the project / notes
	Budget	Budget	to Date	Outturn	Forward	Over	Explanatory Note	
	2016/17	2016/17		2016/17	2017/18	Spend		
	£000's	£000's	£000's	£000's	£000's	£000's		
SCHOOL PROJECTS								
Amen Corner Primary (North)	147.1	147.1	0.0	147.1	0.0	0.0	Detailed design complete	School anticipated from Sep-18
Amen Corner Primary (South)	18.4	18.4	0.2	18.4	0.0	0.0	School/housing programmes match	Developer has outline planning permission for school, negotiating S106
Ascot Heath Schools Relocation	225.6	100.0	2.1	100.0	125.6	0.0	Possible Developer Construct Scheme	Designs being reviewed following public consultation
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-16, will review for Sep-17
Cranbourne Primary	257.3	257.3	105.7	257.3	0.0	0.0	Final account to be agreed.	Phase 1 complete
Crown Wood Primary	243.2	243.2	0.8	243.2	0.0	0.0	Completed	Completed. Extension of Time claim outstanding
Fox Hill Primary	0.4	0.4	0.4	0.4	0.0	0.0	Surge on hold. Kitchen complete	Surge classroom on hold. Kitchen completed
Great Hollands Primary	4,214.6	2,715.7	828.8	2,715.7	1,498.9	0.0	On site	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	40.3	40.3	6.1	40.3	0.0	0.0	Completed	Retentions held
Jennett's Park CE Primary	7.7	7.7	0.0	7.7	0.0	0.0	Additional Classroom in September 2015	Additional Classroom to open Sep-16 (F&E and ICT only)
Meadow Vale Primary	158.2	158.2	0.5	158.2	0.0	0.0	Completed	Extension of Time claim outstanding
Ow Ismoor Primary	262.7	262.7	125.2	262.7	0.0	0.0	Completed	Final account to be agreed.
Pines (The) Primary	114.9	50.2	4.2	50.2	64.7	0.0	Phase 1 Completed	Phase 1 Completed
TRL Primary	26.9	26.9	0.0	26.9	0.0	0.0	School/housing programmes match	Aw aiting commencement of development which will trigger S106 provisions
Warfield East Primary	22.1	22.1	0.0	22.1	0.0	0.0	School/housing programmes match	Developer in negotiation with planners over draft S106 provisions
Warfield West Primary	629.4	552.2	151.0	552.2	77.2	0.0	On site	Completed & Handed over for opening Sep-16
Wildmoor Heath Primary	79.7	79.7	55.1	79.7	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		Project on hold	Surge classroom on hold, not required for Sep-16, will review for Sep-17
Winkfield St Marys Primary	368.7	368.7	205.4	368.7	0.0		Completing in August 16	On site
Wooden Hill Primary	15.0	15.0	0.0	15.0	0.0		Project on hold	Surge classroom on hold, not required for Sep-16, will review for Sep-17
Primary	6,832.3	5,065.8	1,485.5	5,065.8	1,766.5	0.0		
Brakenhale Capacity Works	58.0	58.0	0.0	58.0	0.0	0.0	Phase 4 complete	Phase 4 Complete
Easthampstead Park	1,286.8	786.8	1.8	786.8	500.0	0.0	1 FE expansion Sep' 20	Rufurbishment work commenced
Edgbarrow School Expansion	4,556.2	425.4	75.0	425.4	4,130.8		In design	In design
Garth Hill College	55.5	55.5	0.0	55.5	0.0		Completed	Final account to be agreed.
Sandhurst Redevelopment	499.8	499.8	0.0	499.8	0.0		Masterplan completed	Masterplan completed
Secondary	6,456.3	1,825.5	76.8	1,825.5	4,630.8	0.0		
Eastern Road SEN	44.3	44.3	0.1	44.3	0.0	0.0	Completed	Completed
Special	44.3	44.3	0.1	44.3	0.0	0.0		

CAPITAL MONITORING 2016/17

Dept: Children, Young People and Learning

As at 31 July 2016

Cost Centre Description	Approved	Cash	Expenditure	Estimated	Carry	(Under)/	Next Target /	Current status of the project / notes
	Budget 2016/17 £000's	Budget 2016/17 £000's	to Date £000's	Outturn 2016/17 £000's	Forward 2017/18 £000's	Over Spend £000's	Explanatory Note	
	2000 5	2000 5	2000 5	2000 5	2000 5	£000 S		
SCHOOL PROJECTS								
Binfield Learning Village	24,555.2	11,891.3	422.1	11,891.3	12,663.9	0.0	In design	Contract aw arded, mobilisation in August 2016
Village	24,555.2	11,891.3	422.1	11,891.3	12,663.9	0.0	iii desigii	Contract aw arded, Hobilisation in August 2010
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Fees	324.7	324.7	67.3	324.7	0.0	0.0	To be fully spent by March 2015	To be allocated to projects
Basic Need Grant for Allocation	395.6	0.0	0.0	0.0	395.6	0.0	Unallocated grant	Unallocated grant to be c/f to fund future years' projects
Devolved Capital and other funds held by schools	698.2	79.3	79.3	79.3	618.9		On-going	In progress
Section 106 Developer Contributions	250.0	250.0	0.0	250.0	0.0		To be allocated to projects	Allocated to projects
RCCO Related School Spend	0.0	0.0	0.0	0.0	0.0	0.0		
Other Schools Related Capital	1,343.8	329.3	79.3	329.3	1,014.5	0.0		
SCHOOL PROJECTS	39,556.6	19,480.9	2,131.1	19,480.9	20,075.7	0.0		
Percentages			10.9%	100.0%		0.0%	•	
CAPITAL MAINTENANCE / CONDITION								
Planned works	2,505.1	2,405.1	376.4	2,405.1	100.0	0.0	In progress.	Anticipated reduction in programme slippage. C/f is largely committed.
ROLLING PROGRAMME	2,505.1	2,405.1	376.4	2,405.1	100.0	0.0	F9	
Percentages	2,000.1	2,400.1	15.7%	100.0%	100.0	0.0%		
OTHER PROJECTS								
Integrated Children's Services	73.1	28.8	28.8	28.8	44.3	0.0	Go live Sep-16	Work ongoing.
Capita One (EMS) Upgrade	18.6	9.7	9.7	9.7	8.9		Mar-17	Solus upgrade completed. Remaining project elements under review.
CSC ICT Mobile Working	90.7	90.7	56.8	90.7	0.0		Sep-16	On target for September completion.
ICT projects	182.4	129.2	95.3	129.2	53.2	0.0		
Youth Facilities	95.1	0.0	0.0	0.0	95.1	0.0	Mar-17	Planning for modernisation and ongoing restructuring of the Youth Service.
Retentions - Non Schools	0.0	0.0	0.0	0.0	0.0	0.0		
Multi Agency Safeguarding Hub	13.5	0.0	0.0	0.0	13.5	0.0	In progress	ICT pushed to 16/17. Other works starting in Feb half term.
Places for 2 year olds	84.9	2.5	2.5	2.5	82.4	0.0	In progress	ICT pushed to 16/17. Other works starting in Feb half term.
Priestw ood Guide Centre	131.1	1.0	1.0	1.0	130.1	0.0	In progress	Advice received. Works to begin in Feb half term.
Other	229.5	3.5	3.5	3.5	226.0	0.0		
OTHER PROJECTS	507.0	132.7	98.8	132.7	374.3	0.0		
Percentages		•	74.5%	100.0%		0.0%	-	
		22,018.7	2,606.3	22,018.7	20,550.0	0.0	-	

Percentages 11.8% 100.0% 0.0%