

SLOUGH SCHOOLS FORUM

SCHOOLS GROUP:

Maggie Waller (Chair), John Constable (Vice-Chair), Tracey Bradshaw, Gillian Coffey, Sally Eaton, Philip Gregory, Helen Huntley, Richard Kirkham, Jo Matthews, Navroop Mehat, Angela Mellish, Eddie Neighbour, Carol Pearce, Jon Reekie, Jo Rockall and Nicky Willis

OBSERVERS:

Kathleen Higgins

ATTENDEES

Councillor Madhuri Bedi

LOCAL EDUCATION AUTHORITY

Domenico Barani, Rodney D'Costa, Cate Duffy, Sarah Forsyth, George Grant, Johnny Kyriacou, John Voytal and Neil Wilcox

DATE & TIME: TUESDAY 10TH OCTOBER, 2017 AT 8.00AM FOR 8.15AM AT BEECHWOOD RESEARCH AND CONFERENCE CENTRE, LONG READINGS LANE, SLOUGH, BERKSHIRE, SL2 1QE

AGENDA

Page

1. Apologies
2. Membership Update and confirmation of Chair and Vice Chair
3. Declarations of Interest

All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.

The Chair will ask Members to confirm that they do not have a declarable interest.

All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.

4. Minutes of meeting held Thursday 6th July, 2017 **(Pages 1 - 6)**
5. Schools DSG Outturn 2016/17 **(Pages 7 - 10)**
6. Early Years Block Funding **(Pages 11 - 14)**
7. High Needs Block **(Pages 15 - 22)**
8. 2016/17 Centrally Retained DSG **(Pages 23 - 24)**
9. Update from Task Groups: 5-16, HNB and Early Years **(Verbal)**
10. National Funding Formula (NFF) Update **(Pages 25 - 36)**
11. Langley Hall Free School - Exceptional Circumstances Business Case **(Pages 37 - 44)**
12. Scheme for Financing Schools **(Pages 45 - 46)**
13. Schools Improvement and Education Services Grant 2017/18 - Clarification Report **(Pages 47 - 52)**
14. Academies Update **(Verbal)**
15. Updated Key Decisions Log **(Pages 53 - 60)**
16. Schools Forum 2017/18 Forward Agenda Plan and Dates and Venues of Future Meetings **(Pages 61 - 64)**

Slough Schools Forum- Meeting held on Thursday 6th July, 2017

Present: Maggie Waller, Holy Family Primary School (Chair)
John Constable, Langley Grammar School (Vice-Chair)
Tracey Bradshaw, Arbour Vale School
Gillian Coffey, Lynch Hill Primary School
Sally Eaton, Private, Voluntary and Independent (PVI) providers
Philip Gregory, Baylis Court Nursery School
Helen Huntley, Haybrook College / PRU
Eddie Neighbour, Upton Court Grammar School
Carol Pearce, Penn Wood Primary School
Jon Reekie, Baylis Court Trust MAT / Godolphin Infant School
Jo Rockall, Herschel Grammar School
Nicky Willis, Cippenham Primary School

Observers: Kathleen Higgins, Beechwood Secondary School

Officers: Nic Barani, Linda Calverley, George Grant, Johnny Kyriacou, John Voytal,
Neil Wilcox and Greg O'Brien (Clerk)

PART I

559. Apologies

Cate Duffy, Jo Matthews, Paul McAteer and Navroop Mehat.

Greg O'Brien was welcomed to the meeting as the temporary clerk.

560. Declarations of Interest

There were no declarations of interest.

561. Minutes of the meeting- 9th February 2017

The minutes of the meeting of the Slough Schools Forum held on 9 February 2017 were approved as a correct record.

562. Matters Arising

Item 549 – The Multi-Academy Trusts (MATs) map had been circulated to Forum members.

Item 552 – The promised paper on the options and affordability of providing additional funding for bulge classes for a second year after opening had been deferred for report to the January 2018 meeting, when all the Growth Fund criteria will be reviewed. The Forum was informed that one-off payments of £60k had been made from the Growth Fund to both Cippenham Primary and Marish Primary, which had each opened two bulge classes in 2015/16. This did not fully fund the places but provided some support and acknowledged the issue with lag funding in the second year of a bulge class where one opens later in the year. It was noted that the first payment that would be required from the Growth Fund, if Schools Forum decided to amend the criteria in order to support bulge classes for two years, would

apply from September 2018. This will be considered when the next report comes to Schools Forum with full costings in January 2018.

Item 553 – George Grant explained that further work was required to clarify why the 2017/18 High Needs budget contained an element of contribution to PFI. He made a firm commitment to bring a detailed report to the October Schools Forum meeting to explain all PFI identified within the DSG, particularly relating to the Council's contribution and to the High Needs Block.

It was noted that Catherine Cochran had been appointed as the new permanent Clerk for the Forum, and would take up her duties with effect from September 2017.

563. Review of the Scheme for Financing Schools and Schools Financial Value Standards for Maintained Schools

Consideration was given to a report about a review of the Scheme for Financing Schools which had commenced, in which it was proposed to review the Scheme over the summer and consult with schools in early September with a view to reporting to the Schools Forum in October to seek approval to any amendments proposed. The review would incorporate a review of the Schools Financial Value Standards for Maintained Schools (SFVS). This requires schools to provide assurance to the Council that they have suitable and effective financial and budgetary control procedures in place to ensure sound financial management.

George Grant indicated that it was important to have a Scheme that was fit for purpose, and was in line with best practice and DfE guidance. The timescale for completing the review was set out in the report.

It was agreed that the Chair and Vice Chair be consulted on the proposed revised Scheme for Financing Schools over the summer period, in advance of the formal consultation with maintained schools. They would circulate to members of Schools Forum.

It was agreed that the date of the review would be shown on the title page rather than the financial year.

Members raised the issue of ensuring that schools receive timely and adequate information from the Council in order to carry out their responsibilities under the Scheme for Financing Schools and the SFVS. It was suggested that the Scheme include a commitment from the Council to provide such information. Officers committed to ensuring schools are better supported in delivering the requirements of the Scheme.

Regular meetings between the Council and Headteachers, Bursars / Business Managers were suggested and Neil Wilcox indicated that he was considering holding such a meeting in September and would look into making these a regular feature (say twice a year). He undertook to consider the detailed arrangements, in consultation with the Chair. Linda Calverley referred to best practice of such meetings with special schools and Helen Huntley welcomed this suggestion.

It was requested that additional audits be included in the review and Carol Pearce asked that details of the scope, content and timing of Pupil Premium audits be clarified.

There was some discussion about access to documents such as the Scheme for Financing Schools. A number of documents are on the SBC website but are not easy to locate – see link below:

<http://www.slough.gov.uk/council/strategies-plans-and-policies/school-governance-management-and-finance.aspx>

The Forum was reminded that Cate Duffy was involved in work to develop a Schools Portal on the web where a comprehensive range of such useful data could be easily accessed from one point.

564. Update on the National Funding Formula

The Forum was reminded that the Government consultation about the National Funding Formula had closed in March 2017, since when there had been no information as to changes or proposals that might be brought forward. The Queen's Speech contained a statement that the Government would continue to work to ensure "all schools are fairly funded". Schools Forum will consider carefully as any information emerges.

565. Early Years Formula 2017/18

The Forum considered a report setting out the details of the process to formally consult early years providers on the options reviewed by the Early Years Task Group for implementing the Early Years National Funding Formula (EYNFF). The Council had implemented from April the hourly rates for 2 year olds and 3 and 4 year olds under the EYNFF and the Forum noted the 2017-18 Hourly Funding Rates for maintained nursery schools, primary schools and PVI providers. Details of the supplements applicable were also reported.

It is a requirement for all Councils to move to full implementation of the new EYNFF, reflecting a universal base rate to be paid for all providers by April 2019. (At present the base rate per hour for Primary Schools of £4.58 is below that applicable to Maintained Nursery Schools and PVI providers of £5.20). The Council will model the impact of this in the autumn and a consultation on 2018/19 will take place as part of the budget process.

It was agreed that dates for any meetings required for the Early Years Task Group would be circulated by the Council as soon as possible.

A number of points arose from discussion and questions:

- For 2018-19, the central retention of the Early Years DSG block would reduce from 7% to 5%.
- Maintained nursery school sector funding has been topped up with a commitment for the life of the parliament, but there has been no indication since the June General Election as to whether this would continue. A consultation is due and concerns were expressed that nurseries are vulnerable, particularly as the reduction of the deprivation rate to £0.47 per hour (previously £1.00) has an impact.
- Deprivation is linked to Free School Meals eligibility and further work will be done to see if there are other ways to arrive at a fairer distribution e.g. through IDACI.

The Forum considered action in the following areas would be very helpful:

- There needed to be meaningful discussions (outside of the Schools Forum) on how best to invest in nursery provision and support. The Early Help Strategy Task and Finish Group had a key role in this and Johnny Kyriacou was asked to contact Rodney D'Costa about appropriate representation on that group.
- Looking ahead to the next year's consultation, it was requested that the Council prepare and issue a timetable for the consultation and approval of the EYNFF to assist with budget preparation in schools and nurseries and to include in that meetings of the Early Years Task Group.

566. Membership Update

It was noted that there were three vacancies for academy members on Schools Forum and that some expressions of interest had been received. John Constable will be contacting all academy proprietors before the summer break to elect new members.

The terms of office of several existing Forum members are due to expire imminently or in the not too distant future. Given the uncertainty arising from changes that might arise from the review of the National Funding Formula, it was agreed that members continue in office for a further period, pending clarification of the future role of Schools Forum. John Constable will write to schools and academies before the summer break to ask for endorsement of this proposal.

567. High Needs Block Centrally Retained Budgets 2017/18

The Forum considered a report setting out the progress made with the High Needs Block centrally retained budget for 2017-18. This followed the report to the last meeting at which further detailed clarification and information had been requested regarding the centrally retained budget of £2.433m.

George Grant indicated that while some progress had been made, there remained more work to be done, particularly around the savings required to bring the budget into balance. The revised budget now stood at £2.332m, and Appendix A to the report showed how this was made up (including details of the savings identified to date).

The following points arose from questions and discussion:

- The High Needs Block Group was continuing to work to achieve clarity for each budget line and a balanced budget.
- It was noted that the centrally retained PFI clarifications referred to earlier in the meeting are relevant here as well as the item of PFI expenditure also listed within the High Needs Block.
- Linda Calverley reported that the Children's Services Trust proposed to redefine the 'support for children with SEN' lines within the centrally retained budget, including the SENCO network budget.
- Clarification was sought about the proposed estimated cost of £100k for developing the SENCO network and Linda Calverley stated that this was a generous estimate and likely to be less. Jo Rockall suggested that holding meetings and events in schools would minimise costs.
- It was confirmed that the SENCO network 100k was part of the overall SEN budget line not a separate item.

- It was suggested that there should be scope for savings in the budget of £235k for support, advice and training for schools through advisory teachers, since the specialist teams that previously provided this no longer existed.
- Linda Calverley indicated that any changes proposed would be supported by an options paper with a business case and would be subject to formal consultation.
- Nicky Willis asked what the process would be if any changes were proposed to 'top ups'. Linda Calverley confirmed that a process of consultation would take place over a full financial year. She added that Slough's banding appears complex and could be simplified without reduction.
- Information was requested about the numbers of children for whom out of authority placement was sought compared with those placed in Slough and the respective costs. The Forum supported the efforts made to continue to place the highest number within the borough.
- Linda Calverley mentioned that Cate Duffy is planning a conference event with schools for September, looking at wider inclusion.

In conclusion, the Forum noted that the Officers and the High Needs Block Group would carry out further work to review the budget in order that a revised report (with updated Appendices A and B) could be presented to the Forum for consideration at its meeting in October 2017.

568. Update from Task groups: 5-16, HNB and Early Years including HNB Group Terms of Reference

The meeting received an update from the Task Groups, noting the 5-16 Group had met to submit a response to the consultation on the National Funding Formula. Linda Calverley introduced revised Terms of Reference for the High Needs Block Group, a copy of which had been circulated with the agenda.

The Forum noted and endorsed the revised terms of reference, which focused on ensuring consistent and appropriate decisions and transparent consultations.

Members requested that dates of meetings for the Task Groups for the year ahead be planned and circulated.

569. School Improvement update on centrally retained items

Johnny Kyriacou reported on the following matters:

- Rachel Gallyot had been appointed as Senior Standards and Effectiveness Officer, to work 4 days per week from September 2017, specialising in primary standards.
- The Senior Education Liaison Officer link is to be filled by Rachel Cross, on secondment from St Mary's CE Primary School on two days per week. The link role is between the LA and the school-to-school support strand of the Slough Teaching School Alliance now in place.
- A local School Improvement Fund had been set up with a budget of £150,000, with access to the fund via a bidding process. The aim is to provide fair access to funding for as many schools as possible.
- A national Strategic School Improvement Fund had been initiated, inviting large scale bids demonstrating, where possible, collaboration between teaching school networks and Local Authorities. With a deadline for first round bids of 23 June 2017, a bid had been made to support middle

leadership development in around 50 - 60 schools across Berkshire, Buckinghamshire and Oxfordshire which met the strict eligibility criteria. Six Slough schools had been included. A DfE decision on the bids was awaited.

570. Academies update

There was nothing to report on Academies at present.

A question was raised about maintained nurseries becoming academies, an option envisaged in the Conservative manifesto. There was no information as to whether this would be brought forward.

571. Updated Key Decisions Log

The updated Key Decisions Log was received.

572. Schools Forum 2017- 18 Academic Year Forward Agenda Plan and Dates and Venues of Future meetings

The Forum received the draft Forward Agenda Plan.

The dates of the meetings of the Forum needed to be fixed for the year ahead; the following dates were approved:

Tuesday 10 October 2017
Wednesday 6 December 2017
Thursday 11 January 2018
Tuesday 6 March 2018
Wednesday 16 May 2018
Thursday 5 July 2018

The date of the next meeting will therefore be Tuesday 10th October, at 8.00am for 8.15 am at Beechwood School (venue tbc).

573. AOB

The Chair thanked colleagues for all their work over the last year.

The Chair thanked Paul McAteer, who is about to move on to a new role outside of Slough, for his support and contribution to the Forum over many years, always focussing on the needs of children and young people.

It was mentioned that the Royal Borough of Windsor and Maidenhead was currently going through a SEND inspection and Linda Calverley asked colleagues for an early update of the results if any information became available.

(Note: The Meeting opened at 8.15am and closed at 9.45am)

SLOUGH SCHOOLS' FORUM
10th October 2017

Directorate of Children Learning and Skills

Schools DSG Outturn 2016-17

1 PURPOSE OF REPORT

- 1.0 To inform the Schools' Forum (SF) of the 2016-17 schools DSG block outturn.

Background

- 1.1 The council is required to inform the SF of the final outturn each year.

2 RECOMMENDATIONS

- 2.1 SF notes the final outturn as set out in this report.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To provide SF with the final outturn for 2016-17 schools' block budget.

4 SUPPORTING INFORMATION

- 4.1 For 2016/17 the Council received **£48.4m** which was just under £1m (£0.978k) less than expected. This reduction was due to the fact that there were 4 in-year academy conversions including two secondary schools Beechwood and St Josephs. This resulted in the DSG for these 4 new academies being passported directly to these schools by the Education Funding Agency (EFA).
- 4.2 The net position at the end of the year was an underspend of £4.4m. When monies carried forward from 2015/16 are taken into account there was net balance of £3.6m unspent by schools in 2016/17 and carried forward to the 2017-18 financial year. Full details are set out in the table below.

Schools Block	Budget 2016/17	Actual 2016/17	Variance
Income			
Dedicated Schools Grant	42,287,953	41,867,459	420,494
Pupil Premium	2,541,299	2,426,200	115,099
Sixth Form Funding	3,200,234	2,789,272	410,962
Universal Infants FSM	1,200,422	1,168,963	31,459
PE & Sports Grant	136,496	136,496	0
Sub Total	49,366,404	(48,388,390)	978,014
Expenditure			
Delegated Funding	40,142,944	36,674,864	(3,468,080)
Sixth Form Funding	2,772,605	2,558,593	(214,012)
Other Grant Funding	3,728,509	3,425,690	(302,819)
Growth	484,979	442,099	(42,880)
Sub Total	47,129,037	43,101,246	(4,027,791)
Centrally Retained			
School Improvement	724,730	724,730	(0)
Admissions	178,180	178,177	(3)
LA Safeguarding Board	30,000	50,000	20,000
Other Centrally Retained	728,268	369,914	(358,354)
Sub Total	1,661,178	1,322,821	(338,357)
Expenditure Total	48,790,215	44,424,067	(4,366,148)
2016/17 In Year Outturn	(576,189)	(3,964,323)	(3,388,135)
Schools DSG Brought Forward from 2015/16	0	(212,983)	(212,983)
Schools Block Carried Forward	0	3,600,770	3,600,770
Non-Controllable Costs - Schools Block	198,221	198,569	348
Schools Block Total	(377,968)	(377,968)	(0)

4.3 A list of the actual balances carried forward by maintained schools is shown below. All schools have included the 2016/17 balances in their 2017/18 budget plan with most schools (including all those with significant surpluses) having plans to fully spend these balances in the current financial year.

School	2016-17 % Variance	
	%'age	£
A	-13.21	-945,603
B	-14.31	-939,412
C	-22.21	-657,552
D	-11.34	-217,846
E	-7.22	-198,481
F	-5.19	-189,043
G	-4.43	-138,404
H	-2.34	-106,915
I	-6.28	-58,322
J	-1.44	-29,343
K	1.30	38,565
L	-1.37	-158,413
TOTAL	-1.30	-3,600,770

5 Alternative options considered

5.1 None

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

6.1 Borough Solicitor
Not applicable.

6.2 Section 151 Officer – Strategic Director of Resources
Not applicable.

6.3 Access Implications
There are no access implications.

7 CONSULTATION

7.1 Principal Groups Consulted
None.

7.2 Method of Consultation
Not applicable.

7.3 Representations Received
Not applicable.

7.4 Background Papers
None

Contact for further information

Domenico Barani - Group Accountant, ECS
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**SLOUGH SCHOOLS' FORUM
10th October 2017**

Directorate of Children, Learning and Skills

Early Years Funding

1 PURPOSE OF REPORT

This report updates Schools' Forum (SF) on:

- The timetable for development of the 2018-19 budget and key issues to be addressed; and
- Early Years DSG block 2016-17 outturn

Background

- 1.1 The July Schools' Forum requested that the timetable for the 2018-19 budget based on the EYNFF be prepared to include the consultation process. A draft timetable is included in this report.
- 1.2 The report contains the 2016-17 DSG outturn and also highlights a number of key funding issues facing the EY service in 2018-19.

2 RECOMMENDATIONS

- 2.1 Schools' Forum is asked to note this report.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To respond to minute 564 of July Schools' Forum meeting.

4 SUPPORTING INFORMATION

- 4.1 A draft timetable is set out below.

Timeline	Activity	Proposed Completion Date	Target
October	Prepare headcount/take up data using latest census	31 st October 2017	
October	Build financial model and options	31 st October	
November	Review centrally retained activities and budgets to meet 95% pass through	17 th November	
November	Early Years Funding Group meeting to consider options	23 rd November	
Mid December	EFA publish initial DSG EY block allocations	18 th December	
December	Consult EY providers on EYNFF options through EY Funding Group	12 th December	
December/January	Further modelling to test affordability	21 st December	
January	SF consulted on 2018-19 EYNFF funding rates	11 th January 2018	

- 4.2 The name Early Years Task Group replaces the former Task and Finish Group as a more representative title to oversee the EYNFF given that the NFF framework is now set up.
- 4.3 The development of the 2018-19 EYNFF has to accommodate three key requirements namely:
1. Continued roll out of the additional 15 hours free entitlement
 2. Reduction of centrally retained EY DSG to 5%
 3. Migration to a universal base rate by April 2020

5. Early Years DSG block 2016-17 outturn

- 5.1 The council received **£11.4m** in funding for this block which was in line with what was expected. A total of **£12.4m** was spent to support the educational needs of children in this sector. Compared to the budgeted resources, this was overspent by **£885k**. However when the balance from 15/16 is taken into account the final balance for the year was a small surplus of **£6k**. This will be carried forward to 17/18 and added to the budget for that year. The table below compares the budget and outturn for 2016-17.

Early Years Block	Budget	Actual	Variance
Income			
Early Years DSG	11,367,000	11,368,000	(1,000)
Income Total	11,367,000	11,368,000	(1,000)
Expenditure			
Other Grant Funding	175,930	27,589	(148,341)
Participation Funding	10,808,581	11,542,880	734,299
Subtotal Early Years Funded	10,984,511	11,570,469	585,958
Centrally Retained	300,570	599,956	299,386
DSG Mott Macdonald	260,592	260,193	(399)
Subtotal Centrally Retained	561,162	860,149	298,987
Expenditure Total	11,545,673	12,430,618	884,945
2016/17 In Year Outturn	178,673	1,062,618	883,945
Early Years DSG Brought Forward from 2015/16	0	(890,251)	(890,251)
Early Years DSG Carried Forward to 2017/18	0	5,945	5,945
Non-Controllable Costs - Early Years Block	51,493	51,854	361
Early Years Block Total	230,166	230,166	0

- 5.2 The extra expenditure relates to more free nursery hours paid for than budgeted. The Early Years participation budgets are based on census numbers from summer and autumn terms 2015 and an estimate of the census for January 16 whereas the payments to schools, nurseries and PVIs are based on the actual uptake of hours. It is anticipated that this

extra income will be received when the later census of places provided is validated by the DfE and then paid in the coming financial year.

6 ALTERNATIVE OPTIONS CONSIDERED

- 6.1 Will be part of the 2018-19 budget development process.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Monitoring Officer

- 7.1 The relevant legal provisions are contained within the main body of this report.

Section 151 Officer – Strategic Director of Resources

- 7.2 The financial implications of the report are outlined in the supporting information.

8 CONSULTATION

Principal Groups Consulted

- 8.1 All early years providers will be consulted on the proposed funding options as part of the budget development process.

Method of Consultation

- 8.2 To be agreed at EY Funding Group

Representations Received

- 8.3 Not applicable.

Contacts for further information

John Voytal – Schools Finance
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**SLOUGH SCHOOLS' FORUM
10th October 2017**

Directorate of Children Learning and Skills

HIGH NEEDS BLOCK

1 PURPOSE OF REPORT

This report provides schools forum (SF) with:

- An update on current key issues impacting upon SEND
- The High Needs Block (HNB) 2016-17 outturn
- Update on HNB NFF for 2018-19

The July Schools' Forum requested further information on a number of HNB areas and this report consolidates the officers' response.

Background

- 1.1 The July Schools' Forum requested further information on a number of HNB areas.

2 RECOMMENDATIONS

- 2.1 Schools' Forum is asked to note this report.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To respond to minute 566 of July Schools' Forum meeting.

4 SUPPORTING INFORMATION

UPDATE ON THE KEY ISSUES IMPACTING SEND SERVICE

- 4.1 At the start of the current financial year there were significant areas of concern across SEND comprising:
- Backlog of work within the SEND Service particularly relating to EHCP transfers
 - Timeliness of pre assessment and formal assessment (taking more than 20 weeks)
 - Lack of coherent financial governance over HNB/SEND funding decisions

- Lack of accurate data recording to inform accurate accounting and forecasting
- Complex system for SEND top up Banding
- Delay to invoicing process resulting in transfer from one year to the next
- Increase to Out of Area Numbers (26 as of 18/09/17)

4:2 Compounding these issues has been the dramatic increase in the request for and processing of formal assessments, partly due to increase in under 5's assessment and requirement to progress beyond 16+ But the main increase has been in the age 5-10 years a reflection of Sloughs (young) population.

Appendix A demonstrates this increase in assessments showing a 44% increase between January 2010 and 2017 (SEN2 data).

Progress to date

4:3 Progress is being made across all areas, but we have to be realistic in the scale of what still remains to be done and the time it will take to do it. A summary of progress across all activities is set out below:

- a) Increase in the number of EHCP transfers completed with clear targets to maintain increase for the remainder of the year – a full cohort of permanent SEND Officers are now in post, August 2017.
- b) Permanent Team Manager and Head of Service appointed. Additional capacity and expertise resourced via Interim support (to Dec 2017).
- c) SEND Service to transfer to Slough Borough Council – (estimated) October 2017
- d) All decisions regarding EHCP resources, Top Up, Banding, Resource access and allocation now confirmed via SEND panel – **No bypass of this process**. No back payment of 'informal' agreements = no decisions made out of SEND panel processes.
- e) Financial resources agreed at SEND panel are now part of routine data collection. Additional interim resource supporting establishing improved financial process.
- f) High Needs Block (sub) group currently data cleansing all budget lines and allocation for HNB centrally retained budgets. Ensuring clear understanding of impact and Outcome of spend.
- g) Improved invoicing process being developed including the payment of Top Up funding to schools
- h) Improved recording of and analysis of demographic profiles e.g. Birth to five years to help forecast and inform future SEND needs

- i) Resource base data on costs per number of placements and Outcomes currently being compiled
 - j) Joint decision making for the funding of any Out of Area residential/education provision with Social Care. Negotiation currently underway to involve the CCG continuing care where appropriate
 - k) Developing the transitions to adults pathway to ensure VfM and continuity of appropriate level of support.
- 4.4 Although all of the above will improve Slough's capacity to manage the High Needs Budget appropriately now and in the future, there still remains a significant gap in Slough's ability to accurately account for HNB due to the lack of a coherent data base.

Proposals under consideration and further action

- 4.5 Specialist provision across Slough lacks the application of coherent thresholds and allows an increasing number of children being placed in resource bases in Mainstream settings, with a higher Top Up allowance than some in Special Schools. Resource bases are currently 'school specific' opposed to offering an additional or specialist level of support to a specific cohort of children as identified by the formal assessment process and allocated placement by that process.
- 4.6 Contrary to the ethos of the SEN Code of Practice which seeks to ensure barriers to learning are overcome in mainstream settings and more SEND children can access education via Mainstream provision promoting inclusion in mainstream, numbers of children accessing 'specialist/other' provision across Slough is approximately 50% of its entire SEND population.
- 4.7 **A task and finish review of current location of provision** and profile of that provision needs to be undertaken, with clear objectives to secure provision in mainstream with support for children who can access it. Equally, opportunities for children in Special Schools to transfer back to Mainstream for all or part of their education (particularly relevant for SEND children taking GCSE's). Generating increased 'through flow' from resource base back to Mainstream.
- 4.8 **Review and redefine Top-up Banding.** Establish a number and range of Bands for Mainstream. Establish number and range for ALL resource bases – which would lead to one Banding profile for all, no differentiation based on resource. Differentiation would be based upon assessed need, and specialist offer and 'follow the child' principal. The threshold at each point indicating level of need, and the need for overlap to be clear. Improved understanding of reasonable adjustments and provision mapping to be promoted via training through teaching alliance and SENCO network.
- 4.9 Further proposals under consideration include:

- a) The current allocation of Top Up funding will move from day to day adjustment to term time with adjustments to be paid following term.
- b) Define and confirm assessment process requirements regarding evidence of school based Plan, do review, cycle and provision mapping. Unilaterally adopt comprehensive form of Plan do review and provision mapping to ensure equitable assessment criteria, informs decision making. This process to be supported via SENCO training and network – coordinator post out to advert this term.
- c) Seek to encourage increased ‘cluster’ funding response to common issues such as SALT and Obesity: identify and confirm Pupil premium budgets to enable school clusters to support programmes for ‘school readiness’ and evidence based Parenting interventions. Reduce the reliance of Top Up funding as the route to fund additional provision. Schools can commission across clusters to improve their network of support.
- d) Ensure timeliness of Transition planning to Post 16 and adult services. Destination, information and timeliness of review Plan, Do, Review. Current lack of appropriate early assessment has seen numerous young people transferring to 16+ without sufficient review of the (old Statement) or EHC plan transfer. Aim to ensure all Post 16 transition provision is secured and agreed by December of the transition year.
- e) Conduct a review of all OOA placements to determine longevity and forecast Outcomes – determine clear Outcome monitoring and what will happen when Outcomes are achieved.
- f) Seek to improve the engagement of Parents when cases are becoming problematic ensuring timely and transparent intervention supports outcomes – to decrease the number of formal complaints and tribunals. The gradual increase in formal Mediation and Tribunal cases is often a result of poor and inconsistent case management and decision making, and the break down of relations at school and local authority level. Tribunals often result in large funding costs against the HNB budget it is in everyone’s interest to reduce these and contain issues as early as possible.

4.10 The Council will seek to identify task and finish groups representative of all involved to progress the above areas. Regular progress reports will be made to Schools Forum.

Longer-term issues

4.11 There are a number of proposals underway to develop and to invest capital resources in Slough to increase capacity across SEND long term planning to ensure sufficiency informed by improved data collection.

4.12 However, the current pressures on the HNB outlined above in addition to the

fixed nature of this element of DSG, presents a dilemma. The government are yet to define changes across SEND/HNB budgeting formula, causing increased uncertainty for school budgets already under pressure.

- 4.13 The costs of school places at Special Schools and of the majority of the cost of a place at a Resource Base are met in full from the HNB. The size of the HNB budget is determined based on a formula rather than pupil numbers, so increases in school capacity within Schools are not necessarily matched in terms of the flow of pupil funding by increases in places funded by the HNB. In short, any increase in capacity as a result of capital investment, brings added challenge to the revenue stream to support it.

5 HIGH NEEDS BLOCK OUTTURN 2016-17

- 5.1 The total amount received for the high needs block was **£17.6m** this was **£0.433k** more than budgeted. However, more than **£2m** above the budgeted amount was spent on eligible clients in this financial year. When the favourable variance on the centrally retained element is taken into account, the net position is a budget pressure of **£1.4m** which has been carried forward to 2017/18 and will have to be met from that years grant allocation. This is summarised in the table below.

High Needs Block	Budget	Actual	Variance
Income			
High Needs DSG	17,315,918	17,749,270	(433,352)
Income Total	17,315,918	17,749,270	(433,352)
Expenditure			
High Needs Funding Maintained Schools	12,889,879	13,820,300	930,421
Alternative Provision	974,956	1,009,932	34,976
Independent Special Schools	800,000	2,064,847	1,264,847
Out-borough	652,950	724,502	71,552
Sub-Total High Needs Funded	15,317,785	17,619,581	2,301,796
Autism	185,730	185,730	0
Hard to Place Pupils	267,000	267,000	0
PFI Contribution	183,890	183,890	0
Sensory Impairment	721,770	400,996	(320,774)
Strategy for SEN and Inclusion	182,000	182,000	0
High Needs Inclusion	708,650	625,183	(73,467)
Sub-Total Centrally Retained	2,249,040	1,854,799	(394,241)
Expenditure Total	17,566,825	19,474,380	1,907,555
2016/17 In Year Outturn	250,907	1,725,110	1,474,203
Brought Forward from 15/16	(190,000)	(195,656)	(5,656)
Carried Forward to 17/18	0	(1,468,700)	(1,468,700)
Non-Controllable Costs - HNB	86,895	87,047	152
High Needs Block Total	147,802	147,802	(0)

5.2 As can be seen from the above there are 2 significant areas of overspend

- a) High Needs Top-up budgets for Maintained Schools (**£930k**)
- b) Independent Special Schools and Out of Borough Placements (**£1.3m**)

6. UPDATE ON HNB NFF for 2018-19

6.1 In releasing their operational guidance last August for schools and high needs DSG there was limited information on 2018-19 funding arrangements. At the time of drafting this report no allocation for the HNB had been issued by the DfE as promised in their operational guidance. A verbal update will be provided at the meeting.

6.2 For 2018 to 2019, DfE state that 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 to 2018. DfE make this subject to the following adjustments and a summary of their guidance is reproduced below:

- A baseline adjustment has been made to reflect a change in the funding of special units and resourced provision in mainstream schools from April 2018. The high needs operational guide will say more about the implementation of this change locally
- An adjustment will be made to reflect changes between the 2016 to 2017 and 2017 to 2018 academic years in the number of pupils and students in maintained special schools, special academies, non-maintained special schools (NMSSs) and special post-16 institutions (SPIs). We will confirm the details of this adjustment in September
- We consulted on how a change in the placement of pupils and students in schools and colleges located in other local authority areas would affect the amount of high needs funding the local authority receives, and proposed an import/export adjustment of £6,000 per pupil/student in the high needs national funding formula

6.3 Details of the adjustments will be published in September, along with the underlying data and an explanation of which data will be used in any later adjustments and final allocations.

7 ALTERNATIVE OPTIONS CONSIDERED

7.1 Not applicable.

8 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

8.1 The relevant legal provisions are contained within the main body of this report.

- 8.2 The financial implications of the report are outlined in the supporting information.
- 8.3 There are no access implications.

9 CONSULTATION

Not applicable

Contacts for further information

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John Voytal – Schools Finance
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Appendix A

	SEN2 17/01/17	SEN2 17/01/16	SEN2 17/01/15	SEN2 17/01/14	SEN2 17/01/13	SEN2 19/01/12	SEN2 20/01/11	SEN2 21/01/10
All pupils for whom the authority maintains a statement of special educational needs or EHCP								
Under age 5	97	12	56	53	53	55	46	33
Aged 5 to 10	549	356	360	360	339	335	314	293
Aged 11 to 15	453	352	362	356	353	330	333	341
Aged 16 to 19	273	239	64	60	54	84	81	75
Aged 20 to 25	14	0	0	0	0	0	0	0
Total	1386	959	842	829	799	804	774	742
Annual growth	44.5%	13.9%	1.6%	3.8%	-0.6%	3.9%	4.3%	
Growth since 2010	86.8%	29.2%	13.5%	11.7%	7.7%	8.4%	4.3%	
Jan Census Data 5-10 only	14,031	13,429	12,780	12,107	11,384	10,713	10,147	9,700
% of school population with s or EHCP	3.91%	2.65%	2.82%	2.97%	2.98%	3.13%	3.09%	3.02%
Jan Census Data 11-15 only	9,290	8,928	8,573	8,310	8,314	8,265	8,217	8,154
% of school population with s or EHCP	4.88%	3.94%	4.22%	4.28%	4.25%	3.99%	4.05%	4.18%

Appendix B: EHCP Timeline

SLOUGH SCHOOLS' FORUM
10th October 2017

Directorate of Children Learning and Skills

2016-17 Centrally Retained DSG Outturn

1 PURPOSE OF THE REPORT

To inform the Schools' Forum (SF) of the 2016-17 centrally retained DSG outturn.

Background

- 1.1 The report summarises the 2016-17 centrally retained DSG outturn and the reasons for the main variances with the budget.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum notes the final outturn as presented in this report.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To provide Schools' Forum with a comparison of the 2016-17 centrally retained outturn with the budget.

4 SUPPORTING INFORMATION

- 4.1 Overall across all the blocks the centrally retained budgets underspent by **£433k**. Explanations for the main variances within each block are set out below:

- **Schools Block** centrally retained underspent by **£338k** with the main variance being Services Supporting Behaviour which was unused representing a saving of **£299k**.
- **High Needs** centrally retained underspent by **£394k**, the main reasons are in relation to budgets for Sensory Impairment, which includes the Joint Arrangement with x 6 LA's called the Sensory Consortium. This underspent by **£110k** and the SALT contract underspent by **£260k** as the payment was not made. This will be paid in 17/18 and therefore this balance will be carried forward.

- 4.5 A summary of the total Centrally Retained budgets is shown in the table below.

Centrally Retained	Budget	Actual	Variance
Schools Block			
School Improvement	724,730	724,730	0
Admissions	178,180	178,177	-3

LA Safeguarding Board	30,000	50,000	20,000
Other Centrally Retained	728,268	369,914	-358,354
Sub Total	1,661,178	1,322,821	-338,357
High Needs Block			
Autism	185,730	185,730	0
Hard to Place Pupils	267,000	267,000	0
PFI Contribution*	183,890	183,890	0
Sensory Impairment	721,770	400,996	-320,774
Strategy for SEN and Inclusion	182,000	182,000	0
High Needs Inclusion	708,650	635,183	-73,467
Sub Total	2,249,040	1,854,799	-394,241
Early Years Block			
Centrally Retained (SBC)	300,570	599,956	299,386
Centrally Retained (Cambridge Ed)	260,592	260,193	-399
Sub Total	561,162	860,149	298,987
GRAND TOTAL	4,471,380	4,037,769	- 433,612

*PFI Contribution is a matter for further clarification

- 4.6 Schools' Forum should note that the underspend was carried forward to 2017-18 as part of the overall DSG balances.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Not applicable.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

- 6.1 Monitoring Officer
The relevant legal provisions are contained within the main body of this report.
- 6.2 Section 151 Officer – Strategic Director of Resources
The financial implications of the report are outlined in the supporting information.
- 6.3 Access Implications
There are no access implications.

7 CONSULTATION

- 7.1 All maintained schools.

Contact for further information

John Voytal

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SLOUGH SCHOOLS' FORUM
10th October 2017
Directorate of Children Learning and Skills

National Funding Formula 2018-19 - Update

1 PURPOSE OF REPORT

This report informs Schools' Forum (SF) on the changes to the schools National Funding Formula (NFF) for 2018-19.

Background

The new schools national funding formula will be implemented from 2018-19 and the DfE, via the Education Funding Agency (EFA), issued the 'Schools revenue funding 2018-19 operational guide' in the late summer along with an executive summary. They can be found respectively at:

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

<https://www.gov.uk/government/publications/national-funding-formula-for-schools-and-high-needs>

2 RECOMMENDATIONS

- 2.1 SF is asked to note this report.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To update SF on the changes to funding formula for 2018-19.

4 SUPPORTING INFORMATION

- 4.1 SF will be aware that 2018-19 sees the first year of the two year transition 'soft' NFF culminating in the 'hard' NFF from 2020-21 when all maintained schools will be funded directly by the EFA. At this stage there is no information from the DfE as to the roles of both SF and the council when the hard formula commences. Unfortunately this does not assist medium term financial planning.

Changes for 2018-19

- 4.2 The EFA introduce a number of 'significant' changes to the funding system for 2018-19 comprising:

1. The central school services block (CSSB) has been created

2. Each of the four blocks of the DSG will be determined by a separate national funding formula
3. Baselines have been adjusted to take account of local authorities' most recent spending patterns
4. Within the schools block, the Government will provide for at least a 0.5% per pupil increase for each school in 2018 to 2019 through the national funding formula
5. The formula will provide local authorities with per pupil funding of at least £3,500 for primary and £4,800 for all secondary schools that have pupils in years 10 and 11 by 2019-20
6. Within the high needs block, the Government will provide for at least a 0.5% overall increase in 2018 to 2019 through the high needs national funding formula
7. The minimum funding guarantee (MFG) for schools will continue, but local authorities will have the flexibility to set a local MFG between 0% and minus 1.5% per pupil
8. The schools block will be ring-fenced from 2018 to 2019, but local authorities will be able to transfer up to 0.5% of their schools block funding out with the agreement of their schools forum.

Appendix A reproduces in full from the guidance the above changes along with supporting information.

- 4.3 Officers will consider the flexibility offered by the changes when preparing the schools budget for consultation with SF (through the schools Task Group) later this autumn. EFA expect councils to set minimum transition funding as set out below in reaching the 2020-21 target.

Phase	2017-18 £	2018-19 Transition £	2020-21 Target £
Primary	3,156	3,300	3,500
Secondary KS3	3,898	4,600	4,800
Secondary KS4	3,961		

- 4.4 EFA also provides funding baselines for 2017-18 that will feed into the schools block as set out below.

Schools DSG Block	£m	% Change
2017-18 Baseline	123.034	
2018-19 Provisional	123.789	+0.6
2019-20 Illustrative	124.359	+1.1
Full NFF implementation	124.359	+1.1

- 4.5 The EFA attended the meeting of the South East Education Finance Officers Meeting (SEEF OG) on 21st September for a Q and A session on the guidance and changes outlined above. LA members had numerous questions and clarifications and a verbal update will be provided to SF.
- 4.7 The EFA's timetable for data collection and calculation of the DSG blocks is contained at Appendix B. The key dates are summarised below.

Date	DfE/ESFA	Local authorities
September 2017	Allocations issued for schools, central school services and high needs blocks	
Autumn 2017	High needs funding guide issued	
By 30 th November	DfE and local authorities validate school census data	
Mid-December 2017	APT issued Schools and high needs blocks issued (prior to academy recoupment) Provisional early years block allocations	
Mid-January 2018		Schools forum consultation / political approval required for final NFF
19 January 2018		APT Deadline to ESFA
28 February 2018		Deadline for confirmation of ISBs
February 2018	Publication of 2018 to 2019 high needs place numbers at institution level	
30 March 2018	Confirmation of general grant for academies open by 9 January 2018	
April 2018	First DSG payments to local authorities based on 2018 to 2019 allocations, net of recoupment	
Summer 2018	Early years block updated for January 2018 census	

4.8 Informed by the above, the provisional 2018-19 budget preparation timetable is set out below.

Timeline	Activity	Proposed Target Completion Date
October	Build financial model and options	31 st October
November	Schools Task Group meeting to consider options in light of 2018-19 changes	23 rd November*
December	Consult task group with options and impact analysis informed by initial block allocation. Consult schools	12 th December*
Mid December	EFA publish initial schools DSG block allocations	18 th December
December/January	Further modelling to test affordability	21 st December
January	SF consulted on 2018-19 EYNFF funding rates	11 th January 2018

*Dates may need to change subject to availability of members

5 Alternative options considered

5.1 None

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

6.1 Borough Solicitor
Not applicable.

6.2 Section 151 Officer – Strategic Director of Resources
Not applicable.

6.3 Access Implications
There are no access implications.

7 CONSULTATION

7.1 Principal Groups Consulted
None.

7.2 Method of Consultation
Not applicable.

7.3 Representations Received
Not applicable.

7.4 Background Papers
None

Contact for further information

John Voytal

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Appendix A: Main changes for 2018-19; Extract from EFA guidance

There are a number of significant changes to the funding system this year:

- 1.1. The central school services block (CSSB) has been created.
 - 1.1.1 We've allocated funding for central school services to local authorities through the new CSSB.
 - 1.1.2 This will comprise funding for ongoing responsibilities, and a cash sum for historic commitments.
 - 1.1.3 The DSG therefore now comprises four blocks: schools, high needs, early years, and the new central school services block.
- 1.2. Each of the four blocks of the DSG has been determined by a separate national funding formula.
 - 1.2.1 National funding formulae have determined local authorities' schools, high needs, and central school services,¹ blocks for the first time in 2018 to 2019.
 - 1.2.2 Funding for early years has been allocated through a national funding formula since 2017 to 2018.
- 1.3. Baselines have been adjusted to take account of local authorities' most recent spending patterns.
 - 1.3.1 We've undertaken an exercise with local authorities to 're-baseline' the blocks of the DSG for each local authority.
 - 1.3.2 This has enabled the Department to ensure that the national spend on each block in 2018 to 2019 (the totals distributed through the schools, high needs, and central school services, formulae) reflects the pattern of 2017 to 2018 planned spending by local authorities within their overall DSG allocation, and that local authorities are protected against what they planned to spend in 2017 to 2018 on each block.

¹ For the ongoing responsibilities element of the block only.

- 1.4. Within the schools block, the government will provide for at least a 0.5% per pupil increase for each school in 2018 to 2019 through the national funding formula.
 - 1.4.1 We've calculated local authorities' schools block allocations by aggregating schools' notional allocations under the national funding formula, and these notional allocations reflect these increases.
 - 1.4.2 Schools block allocations are expressed as separate per-pupil primary and secondary rates for each local authority.
 - 1.4.3 They also include funding at local authority level for premises, mobility, and growth, based on historic spend.
- 1.5. The national funding formula will provide local authorities with per-pupil funding of at least £3,500 for all primary schools and £4,800 for all secondary schools that have pupils in years 10 and 11 in 2019-20.
 - 1.5.1 We've included a new factor in local authority formulae so local authorities can set a transitional amount of per-pupil funding in 2018 to 2019, as a step towards the £3,500 and £4,800 in 2019 to 2020. Please see paragraph 49 for details.
- 1.6. Within the high needs block, the government has provided for at least a 0.5% increase in proportion to population changes in 2018 to 2019 and this is reflected in the allocations to local authorities through the high needs national funding formula.
 - 1.6.1 We'll protect the high needs block against 2017 to 2018 baselines, subject to some adjustments explained in [the high needs section of this guidance](#).
- 1.7. The minimum funding guarantee (MFG) for schools will continue, but local authorities now have the flexibility to set a local MFG between 0% and minus 1.5% per pupil.
 - 1.7.1 In previous years, the MFG has been set at minus 1.5% per pupil.

- 1.7.2 In 2018 to 2019, we've introduced flexibility for local authorities to set a local MFG between 0% and minus 1.5% per pupil.
 - 1.7.3 Local authorities can use the flexibility to offer higher levels of protection locally.
- 1.8. The schools block will be ring-fenced from 2018 to 2019, but local authorities are able to transfer up to 0.5% of their schools block funding out with the agreement of their schools forum.
- 1.8.1 We expect local authorities 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.
 - 1.8.2 There will be an exceptions process, which will require Secretary of State approval, for considering transfers above the 0.5% limit, and for transfers opposed by the schools forum.
 - 1.8.3 Whilst the other blocks are not subject to limits on transfers, local authorities will be strongly encouraged to consult their schools, and agree with their schools forum any other proposal to move funding between blocks.

Appendix B: Timetable for the data checking and calculation of the blocks

Date	DfE or ESFA activity	Local authority activity
August 2017	Operational guidance published setting out arrangements for 5 to 16 mainstream schools implementation for 2018 to 2019. Local authority level baselines published.	
August 2017	Draft APT issued to local authorities.	
14 September 2017	Allocations issued for schools, central school services, and high needs blocks.	
September 2017	High needs funding operational guide for 2018 to 2019 issued to local authorities. Update to the operational guidance published setting out arrangements for 5 to 16 mainstream schools implementation for 2018 to 2019.	
5 October 2017	School census day	School census day
October to November 2017	Check and validate school census	Check and validate school census
30 November 2017	School census database closed	Deadline for submitting requests for: MFG exclusions exceptional premises factors sparsity factors lump sum variations for amalgamating

Date	DfE or ESFA activity	Local authority activity
		<p>schools</p> <p>pupil number reductions</p> <p>movement of funding out of the schools block which is above the limit of 0.5%, or which the schools forum has not approved, or both</p>
Mid-December 2017	<p>Final APT issued to local authorities, containing October 2017 census-based pupil data and factors.</p> <p>Publication of DSG schools block and revised high needs block allocations for 2018 to 2019 (prior to academy recoupment).</p> <p>Publication of provisional early years blocks allocations.</p>	
Mid-January 2018		Schools forum consultation and political approval required for final 2018 to 2019 funding formula.
19 January 2018		Deadline for submission of final 2018 to 2019 APT to ESFA.
28 February 2018		Deadline for confirmation of schools budget shares to mainstream maintained schools.
February to March 2018	2018 to 2019 allocations issued to post-16 institutions, academies,	

Date	DfE or ESFA activity	Local authority activity
	and NMSS.	
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, including academies recoupment (DSG allocations updated termly for in-year academy conversions), FE high needs place funding deductions, and other adjustments.	
Summer 2018	Early years block updated for January 2018 early years pupil numbers.	
Summer 2019	Early years block updated for January 2019 early years pupil numbers (pro rata seven twelfths, as this relates only to the period September 2018 to March 2019)	

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SLOUGH SCHOOLS' FORUM
10th October 2017

Directorate of Children Learning and Skills

Langley Hall Free School – Exceptional Circumstances Business Case

1 PURPOSE OF THE REPORT

To request the Schools' Forum (SF) to allow Langley Hall (LH) to make a case to SF to consult all schools to change the National Funding Formula (NFF) to include an exceptional circumstances (premises) factor from 2018-19. The Council is neutral on this matter and believes it is a decision for Schools Forum to make following consultation with schools.

Background

- 1.1 Langley Hall took out a lease of land to accommodate school expansion requirements with an annual rental of **£271,000**. This commitment now places a significant annual budgetary pressure on the school. The school has been denied additional funding from the EFA. The school would like this to be funded from the Schools' Block. The school's circumstances fit the criteria under the exceptional circumstances (Premises) factor.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum considers and comments on the request by Langley Hall to amend the funding formula to include an exceptional premises factor.
- 2.2 That Schools' Forum notes and comments on the process for consulting with schools regarding the proposal to change the funding formula.

3 REASONS FOR RECOMMENDATION

- 3.1 To meet the DfE criteria for a change to the local schools NFF to include an exceptional circumstances (premises) factor.

4 SUPPORTING INFORMATION

- 4.1 Langley Hall states that as their funding has been cut for four successive years they are in a different position when dealing with the school expansion that required taking out the lease. The lease rental costs are having a significant burden on the school's finances. A full business case from the school is attached as Appendix A.
- 4.2 The timeline for the consultation and application process is set out in the table below.

Date	Activity
October SF	SF considers and comments on the case for exceptional premises factor by LH
October/November	Consultation questionnaire sent to schools
November Special SF	SF reviews and comment on the result of the consultation
End of November	If agreed, submission of exceptional premises factor to EfA

- 4.3 The following Appendices are attached
- Appendix 1 contains the Langley Hall business case
 - Appendix 2 illustrates the potential impact across all school budgets were the application to be approved.
 - Appendix 3 contains the DfE criteria for an exceptional premises factor.
- 4.4 Using the May 2017 NoR Appendix 2 distributes the pro-rata share across all schools. This equates to an average reduction of 0.2% in budget share in 2018-19 if the application was approved by the EfA.
- 4.5 The business case compares to the EFA eligibility criteria as follows:
- The 2017-18 school's budget is £2,845,132 and 1% threshold is £28,451. At £271,000 the rent is meets this criterion;
 - Such costs must affect fewer than 5% of all schools in Slough including academies: 5% equates to 2 schools (rounded down from 2.2) and the application would meet this criterion.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Not applicable.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

6.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

6.2 Section 151 Officer – Strategic Director of Resources

The financial implications of the report are outlined in the supporting information.

6.3 Access Implications

There are no access implications.

7 CONSULTATION

7.1 All schools if SF agree.

Contact for further information

John Voytal

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Langley Hall Free School – Exceptional Circumstances Business Case

APPENDIX A

LANGLEY HALL PRIMARY ACADEMY TRUST LTD PAYMENT FOR PREMISES ON LONG TERM LEASES

LHPA opened in September 2011 in premises purchased by the EFA and given to the trust. In line with all other schools the funding for the premises came from central funds and not GAG funds intended for the provision of educational services.

The school grew quickly in all year groups, from the initial 182 in September 2011 to 342 in September 2012.

The St. Mary's Road site was acquired on a long lease for the start of the third year and the school started in September 2013 with 676 growing to its capacity of 728 the following year.

The school expansion provided much needed capacity in the area and was implemented with no extra capital funding for furniture, equipment and building renovations.

At this time we did approach Slough Borough Council if some funding could be made available for the expansion but were told this was not possible.

The expansion of the school meant that the existing catering arrangements were inadequate and so a long term lease was taken on a disused building opposite the upper school site and this was converted to kitchen and canteen accommodation serving both sites, again, with no extra capital input whatsoever.

Therefore the expansion and provision of extra capacity was achieved with tremendous value for money due to exceptional financial management.

The position now is that Langley Hall is presently paying £271,000 per year from our schools block funding. No other school has to pay for building leases of this size from funds that should be directed to more educational activities.

The EFA maintained that the school's position was governed by the case put forward to the Department for the expansion of the school when the school acquired a lease of the St Mary's road site to facilitate the expansion of the school. At that stage, the school in support of its case stated that it could afford the additional rent for the St Mary's road site. However since then, in the light of the funding cuts year on year this has now become a burden which is affecting school expenditure for educational purposes. It is now a larger and significant proportion of our budget.

The DfE asked if the trust could afford the leases when approving our expansion and our answer at the time was positive. However, since then our funding has been cut for four successive years. As a result, our current financial position is entirely different to the position when we were dealing with at the time of the school's expansion. This means that now, these rental costs are having a significant burden on the school's finances.

We have been involved in correspondence and discussion with Slough Borough Council and the EFA for a long time but it is now vital that we settle this issue *and do not continue to disadvantage the children at the school, with funds meant for educational provision being directed to buildings.*

It appears that the chances of receiving payment from the EFA are slim and we are asking for an exceptional case to be made for local funds. We do acknowledge that this will mean a small topslice to all local schools, but we believe that this would be fairer than Langley Hall taking the whole burden of this cost when all other schools have building costs dealt with outside of GAG funding. It is estimated that the extra would be less than 0.2% of the budget for each school, but currently is 9% of the budget for Langley Hall.

We would be grateful if the Schools Forum could consider this issue with some urgency.

CHRIS EATON – ADVISOR TO THE GOVERNORS
8th September 2017

**Langley Hall Free School – Exceptional Circumstances Business Case
APPENDIX 2**

Phase	School	NoR *	Rent share
Primary	Castleview School	618	6,041
	Cippenham Infant School	265	2,590
	Cippenham Primary School	821	8,026
	Claycots School	1,543	15,083
	Colnbrook CE Primary School	238	2,327
	Foxborough Primary School	384	3,754
	Godolphin Infant School	350	3,421
	Godolphin Junior Academy (The)	450	4,399
	Holy Family Catholic Primary School	469	4,585
	Iqra Slough Islamic Primary School	628	6,139
	James Elliman Academy	814	7,957
	Khalsa Primary School	459	4,487
	Langley Academy Primary (The)	227	2,219
	Marish Primary School	786	7,683
	Montem Academy	864	8,446
	Our Lady of Peace Catholic Primary and Nursery School	680	6,647
	Parlaunt Park Primary School	650	6,354
	Penn Wood Primary and Nursery School	688	6,725
	Pippins School	202	1,975
	Priory School	921	9,003
	Ryvers Primary School	683	6,677
	St Anthony's Catholic Primary School	600	5,865
	St Ethelbert's Catholic Primary School	462	4,516
	St Mary's CE Primary School	591	5,777
	Western House Academy	694	6,784
	Wexham Court Primary School	698	6,823
	Willow Primary School	509	4,976
Baylis Court School	892	8,720	
Beechwood School	805	7,869	
Secondary	Ditton Park Academy	480	4,692
	Eden Girls School	269	2,630
	Herschel Grammar School	937	9,159
	Langley Grammar School	1,076	10,518
	Langley Academy	1,127	11,017
	Lynch Hill Enterprise Academy	243	2,375
	Slough & Eton C of E Business & Enterprise College	1,131	11,056
	St Bernard's Catholic Grammar School	834	8,153
	St Joseph's Catholic High School	810	7,918
	Upton Court Grammar School	1,009	9,863
	Westgate School	958	9,365
	Wexham School	858	8,387
	Total	27,723	271,000

Langley Hall Free School – Exceptional Circumstances Business Case

Appendix 3: DfE/EFA Exceptional Premises Factor Guidance

Requesting exceptional premises factors

Local authorities may request the inclusion of additional factors in their formula for exceptional circumstances. Additional factors may be approved in cases where the nature of the school premises gives rise to significant additional costs greater than 1% of the school's total budget, and where such costs affect fewer than 5% of the schools (including academies) in the authority.

Where local authorities have already received approval for exceptional premises factors in the previous five years, they may continue to use the approved factors providing the criteria are still being met. Where an exceptional factor has already been approved for particular schools, it's permissible for a further school or schools to receive the factor where a change in circumstances meets the existing approved criteria, providing that the cost to the additional school exceeds 1% of its budget share (as calculated through the APT) and that the factor still applies to fewer than 5% of schools in the authority.

Local authorities will need to apply to ESFA for any new exceptional premises factors to be used in 2018 to 2019, setting out the rationale for the factor and demonstrating that the criteria are met. Any requests for exceptional factors must be received before the end of November 2017.

Exceptional factors previously approved include:

- rents
- joint use of leisure facilities by contractual agreement
- building schools for the future (BSF) schemes; additional contribution to lifecycle maintenance costs
- hire of PE facilities
- listed buildings
- school with a farm included as part of its educational provision

Each application is considered on its own merits and it shouldn't be assumed that a future application will be successful simply because it falls into one of the categories shown above. Local authorities are not obliged to request additional factors, but in considering whether to do so they should look at the circumstances of academies and free schools as well as maintained schools. Any request for an exceptional factor should be submitted by attaching the exceptions and disapplications proforma to the ESFA contact form.

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SLOUGH SCHOOLS FORUM
10th October 2017

Directorate of Children Learning and Skills

Review of Scheme for Financing Schools

1 PURPOSE OF THE REPORT

1.1 The Schools’ Forum (SF) meeting in July received a report setting out the timetable for reviewing the current Scheme for Financing Schools (SfFS) for maintained schools. The review was conducted over the summer and SF is now being consulted on the proposed changes.

1.2 Background

The scheme sets out the financial relationship between the authority and the maintained schools it funds. The DfE last reviewed the scheme in December 2015 and this review is to ensure the scheme complies with current statutory DfE guidance.

2 RECOMMENDATIONS

2.1 That SF agrees to consult maintained schools on the proposed changes to the SfFS.

3 REASONS FOR RECOMMENDATIONS

3.1 DfE rules require the approval of Schools’ Forum for changes to the SfFS.

4 SUPPORTING INFORMATION

4.1 The proposed changes reflect:

- Aligning more closely the wording of several clauses with the DfE guidance
- Reflecting best practice elsewhere.

4.2 The council is consulting all mainstream schools’ Head Teachers and Governing bodies in their area on a review of the current SfFS and in turn receive the approval of members of the SF representing maintained schools.

4.3 The main changes are summarised in the table below

CLAUSE	PROPOSED CHANGES
1.1.6	Funding framework: Additional clarification
2.3.1	Submission of financial forecasts: Additional clarification
2.4	Efficiency and VFM: Additional VFM emphasis

2.5	Virement: Additional clarification
2.7	Separate External Audits: Adoption of full DfE guidance
2.8	Audit of voluntary and private funds: Adoption of full DfE guidance
2.9	Register of business and other interests: Adoption of full DfE guidance
2.13.3	Spending for the purposes of the school: Adoption of full DfE guidance
2.15	Notice of concern: Adoption of full DfE guidance
2.16	Schools Financial Value Standard: Adoption of full DfE guidance
Appendix E	Glossary of terms: Adding a glossary to aid comprehension

4.4 The proposed timetable for consultation is set out below.

Timeline	Activity
10 October SF	Inform SF of proposed changes and agreement to consult
October	Consultation period ends 27 October
November	Draft December SF report with outcomes
5 December	SF review outcomes and agree changes
Start of Spring Term 2018	Council implement revised SfFS

5 ALTERNATIVE OPTIONS CONSIDERED

5.1 Not applicable.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

6.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

6.2 Section 151 Officer – Strategic Director of Resources

The financial implications of the report are outlined in the supporting information.

6.3 Access Implications

There are no access implications.

7 CONSULTATION

7.1 All maintained schools.

Contact for further information

John Voytal

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SLOUGH SCHOOLS FORUM
10th October 2017

Directorate of Children Learning and Skills

School Improvement and Education Services Grant 2017-18
Clarification Report

1 PURPOSE OF REPORT

To inform Schools' Forum (SF) of an inaccuracy in the two reports presented to SF in December 2016 regarding the use of the centrally retained funding and the former the Education Services Grant.

Background

- 1.1 In December 2016 Schools' Forum approved the retention from April 2017 of £430k former ESG Retained duties funding which the DfE had transferred to the Schools Block. This funding, which was previously allocated directly to local authorities, supports the council in fulfilling its strategic responsibilities for academies and maintained schools.
- 1.2 A separate report considered centrally retained Schools Block funding including funding for school improvement.
- 1.3 It has subsequently come to light that both reports contained inaccuracies regarding the changes to funding for school improvement activity.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum notes the error in the December 2016 reports and the action that the council has taken to remedy this for the 2017-18 financial year.

3 REASONS FOR RECOMMENDATIONS

- 3.1 To ensure Schools Forum receive clear and accurate information regarding the use of centrally retained funds and the current arrangements for funding school improvement.

4 SUPPORTING INFORMATION

- 4.1 The Education Services Grant (ESG) was allocated to the council to support the Council in delivering its statutory duties in relation to education.
- 4.2 There were two elements to the ESG. A **General** element which funded duties relating to **maintained schools** and a **Retained** element which funded duties relating to **both academies and maintained schools**. In 2016-17 Slough Council received a total of £1.292m ESG comprising £865k duties and £427K retained duties.
- 4.3 The **General** element of the ESG **ended in September 2017**. Slough received a transitional grant of £320k to cover the period April – September 2017 only.
- 4.4 For 2017-18 the **Retained** element was moved to the Schools Block of the **DSG**. With the approval of Schools forum, this money could be held centrally to fund the duties previously supported by the retained element of the DSG.
- 4.5 The paper provided to Slough Schools Forum in December 2016 indicated that the centrally retained Former ESG funding of £420k would be combined with £619k council funding to provide a total pot of £1,039k supporting the following areas:

Area	Budget
Education Welfare Service	£215,018
School Improvement Support – October 2017 to March 2018	£416,135
Education Asset Management	£19,049
Statutory and Regulatory duties	£384,045
Monitoring and NC assessment	£5,118
Total	£1,039,365

- 4.6 **Inaccuracy in previous report:** School Improvement and NC Monitoring and assessment were **not previously funded by the Retained element** of the ESG and should not therefore have been included in this table. The council received a School Improvement Grant of £50k to support these duties from September 2017-April 2018
- 4.7 **Action to remedy:** In setting the budgets for these services for 2017-18 the council has now removed this element of DSG funding from School Improvement and replaced with General fund, including the £50k School Improvement grant. The £420k DSG funding retained from former ESG has been reallocated across the other 3 areas. The total funding for these areas has not changed. The table below reflects the original and revised positions following the above reallocation including the additional grant increasing the schools improvement budget to £516k and the overall budget to £1.039m.

Services	Orig GF allocation as per SF	Original ESG as per SF	Total	Revised DSG	Revised GF	Total
Education Welfare Service	127,917	87,101	215,018	144,672	70,346	215,018
Asset Management	11,332	7,717	19,049	12,818	6,231	19,049
Satutory & Regulatory Duties	228,473	155,572	384,045	258,400	125,645	384,045
Monitoring National Curriculum	2,643	2,475	5,118	4,111	1,007	5,118
School Improvement	249,000	167,135	416,135	0	466,135	516,135
Total	619,365	420,000	1,039,365	420,000	669,365	1,089,365

4.8 Schools Forum had separately agreed in December 2016 that funding of £314,863k be centrally retained from the schools block to support School Improvement from April 2017-September 2018, together with an amount of £47k to support leadership and management. This was a reduction of £560K on the amount agreed in previous years.

4.9 **Inaccuracy in previous report:** Schools' Forum was advised that school improvement services would be funded by the former ESG from September 2017. As outlined above this is not the case

4.10 **Action to remedy:** The DSG funding agreed for April – September 2017 remains in place. This funding can no longer be centrally from 2018.

5 ALTERNATIVE OPTIONS CONSIDERED

5.1 None.

6 SUPPORTING INFORMATION

6.1 Appendix 1 2017-18 DfE ESG schools revenue guidance at <https://www.gov.uk/government/publications/schools-funding-arrangements-2017-to-2018>

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

7.1 Monitoring Officer

The relevant legal provisions are contained within the main body of this report.

7.2 Section 151 Officer – Strategic Director of Resources

The financial implications of the report are outlined in the supporting information.

7.3 Access Implications

There are no access implications.

8 CONSULTATION

Not applicable.

Contact for further information

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Appendix 1: ESG Guidance Extract from 2017-18 DfE Guidance

Removal of ESG general funding rate and arrangements for schools block retention

83. In the 2015 Spending Review, we announced a saving of £600 million by removing the ESG general funding rate from 2017-18. In the first stage of the NFF consultation, we set out our intention to provide transitional funding for local authorities from April 2017 to August 2017 inclusive. Information on how much ESG transitional grant local authorities are getting for the 2017 to 2018 financial year has now been published, alongside information on ESG protection for academies.

84. We recognise that local authorities will need to use other sources of funding to pay for education services once the general funding rate has been removed.

85. As proposed in the first stage of the national funding formula consultation, we have amended the regulations to allow local authorities to retain some of their schools block funding to cover the statutory duties that they carry out for maintained schools which were previously funded through the ESG.

86. The amount to be retained by the local authority will need to be agreed by the relevant maintained schools members of the schools forum (primary, secondary, special and PRU). If the local authority and schools forum are unable to reach consensus on the amount to be retained by the local authority, the matter will need to be referred to the Secretary of State.

87. Local authorities should set a single rate per 5 to 16 year old pupils (in other words, this will be deducted from basic entitlement funding) for all mainstream maintained schools (both primary and secondary). In the interests of simplicity, adjustments to other factors will not be allowed and the rate will not include early years or post-16 pupils; the latter are in any case funded through different formulae. Local authorities may choose to establish differential rates for special schools and PRUs if the cost of fulfilling the duty is substantially different for these schools. The rate will be expressed per place rather than per pupil for special schools and PRUs³.

88. As with de-delegation, the amount to be held by the local authority will be determined after MFG has been applied.

³ The multipliers used in ESG previously were 3.75 for PRUs and 4.25 for special schools **27**

89. If a school converts to academy status during September 2017 to March 2018, the amount retained for that school will be recouped from the local authority's DSG for the remaining months of the financial year that the school is an academy. The academy will be reimbursed in its monthly general annual grant (GAG) payment from the point of conversion. Unlike for de-delegated services, there will be no phased transfer of funding following conversion so there will be immediate recoupment of this part of the budget. For example, if a school converts on 1 January 2018, 3/7ths of the retained amount relating to that school will be recouped. This is because the school is an academy for remaining 3 months of the financial year, and the retained DSG was allocated for 7 months (September 2017 to March 2018).

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

Issue and Decision	Schools Forum date	Schools Forum agenda item no.	School Forum Minute
<p>Changes to Schools and Early Years Finance Regulations 2014 A number of changes were noted including: Schools Forum is now required to discuss places being commissioned by the LA and others in special schools, resource units and AP as well as arrangements for paying top ups; funding for each Alternative Provision place will increase from £8,000 to £10,000 per annum. It was agreed that a brief response to the consultation would be sent voicing concern about the overall funding pressures on the DSG and the impact on these overall on schools' budgets.</p>	17/09/14	5	353
<p>Centrally Held DSG Underspend It was agreed that: £60,000 from 2013-14 DSG underspend be allocated to the Slough Learning Partnership to cover operating costs and contingency until the end of August 2015 and £100,000 be allocated to enable the Slough Learning Partnership to deliver a range of additional school improvement services during 2014-15. The proposals regarding allocation to the High Needs Block and Schools Block were deferred until the blocks are agreed at a future meeting.</p>	17/09/14	6	354
<p>PFI It was noted that SBC had been accepted as one of only 4 LAs taking part in the DfE pilot to identify potential savings in PFI contracts.</p>	17/09/14	8	351
<p>Schools Funding levels - letter to Secretary of State Members noted a response from David Laws MP to the letter sent to the Secretary of State.</p>	12/11/14	3	361
<p>St Joseph's update An update was provided on the Schools Forum 2012 grant from headroom to support St Joseph's finance and development plan and financial stability over 3 to 5 years. It was noted that the school had been able to return £400,000 in 2013 and has utilised the remaining funding as was originally intended.</p>	12/11/14	3	361
<p>Amendment to previous minutes It was noted that the reference in the previous minutes to the increase in value of an Alternative Provision place is an increase to 'base funding'.</p>	12/11/14	3	361
<p>Quarter 1 Budget Monitoring It was agreed that a review of the Balance Control Mechanism would take place when the Schools Forum considers the Scheme for Financing Schools for 15/16.</p>	12/11/14	4	362
<p>Budget process / formula Schools Forum agreed: the introduction of a 'reception uplift' in 2015/16; the introduction of capping at 3% in 2015/16 and that the existing formula factors should remain for 2015/16.</p>	12/11/14	5	363
<p>Growth Fund 2015/16 Schools Forum agreed to create a Growth Fund for 2015/16. It was agreed that the fund should be based on full AWPU for the relevant part of the year for 2015/16.</p>	10/12/14	6	374
<p>Centrally Retained DSG Underspend The principle of distributing the final underspend by numbers on roll was re-affirmed.</p>	10/12/14	7	375
<p>De-delegated Budgets: SEBDOS (formerly known as the Behaviour Support Service) and Trades Union) With regard to the budget for SEBDOS (previously known as Behaviour Support), the relevant maintained schools' members of the Schools Forum voted to approve de-delegation in both phases at the unit costs proposed. Decision regarding de-delegation of the Trades Union budget was deferred until January 2015.</p>	10/12/14	8	376
<p>Membership</p>			

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

Maggie Stacey had stood down from Schools Forum and thanks was given for her long service and valuable contributions. Schools Forum also thanked Mary Sparrow, who is leaving Slough, for her valuable contributions to the Forum. It was agreed that academy proprietors be asked to fill the three academy member vacancies and Schools Forum suggested a primary member and two secondary members in order to maintain an appropriate phase balance. A replacement maintained secondary school member is also to be found.	10/12/14	9	377
Membership			
Angela Mellish (St Bernard's Grammar School) was welcomed to the Schools Forum as the new maintained secondary school member.	14/01/15	1	382
Minutes of previous meeting 10th December 2014			
It was reported that confirmation had been given by the LA (Joseph Holmes) that no monies would be top-sliced from the DSG in future without a request to Schools Forum and its subsequent approval.	14/01/15	3	384
It was noted that Louise Lund was no longer a member of Schools Forum as she is no longer in a PVI setting and therefore not eligible and that a replacement was being sought.	14/01/15	3	384
Centrally Retained DSG Underspend			
Schools Forum agreed that the £998k underspend be redistributed to schools but not that the pensions deficit owed be netted off; schools to be notified of their pensions liability and billed separately from any underspend payment.	14/01/15	5	386
Centrally Retained DSG 2015/16			
The centrally retained DSG 15/16 budget figure for Cambridge Education was agreed. Further detail is to be brought back to Schools Forum of the allocation of the individual strands of funding and the associated justification for spend. LA retained element: the bottom line figure of £241,034 was agreed. A report will be brought to the March Schools Forum of 14/15 anticipated spend and what the budgets are likely to be spent on in 2015/16. This will be a matter for final decision in March. The £241,034 to be held in reserve pending the further report in March.	14/01/15	6	387
2015/16 Budget Process			
Schools Forum noted the 2015-16 formula factors and timetable (factors and budget pro-forma are predicated on the recommendations of the Schools Forum 5-16 formula Task and Finish group). To be submitted to the DfE following Council ratification.	14/01/15	7	388
2015-16 DSG Schools Block and de-delegation of Trade Union support budget			
Schools Forum noted the Schools Block budget for 2015-16. De-delegation of Trade Union support: the 3 maintained primary schools' members present voted unanimously in favour of de-delegation at the current unit cost. Both secondary maintained schools members present voted in favour of de-delegation at the current unit cost.	14/01/15	8	389
2015-16 DSG Blocks (High Needs Block)			
Schools Forum agreed to carry forward £600,000 from 2014/15.	14/01/15	9	390
Membership			
Sally Eaton attended the meeting as an observer, with a view to taking on the role of member representing the PVIs. Maggie Waller thanked Jean Cameron for her valuable contributions and support to both the Schools Forum and the Early Years Task and Finish Group over many years as this was her last meeting. A new member to represent Children's Centres is being sought (<i>since meeting advised: Emma Slaughter, Interim Head of Children's Centres</i>).	25/03/15	1	396
PFI			
It was noted that the £500,000 previously removed from the DSG in 2014/15 in respect of PFI had been returned and would be distributed to all schools and academies imminently. The £500,000 for 2015/16, removed in error, will also be returned.	25/03/15	3	398
Commissioning of Places in Special Settings			

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

It was noted that an annual review of places should take place (report to Schools Forum)	25/03/15	4	399
Early Years			
Schools Forum agreed the 2015/16 Early Years centrally held budgets and noted the summary of the Early Years block budget.2015/16 including forecast growth.	25/03/15	6	401
Membership			
John Constable is to write to academy proprietors regarding the three membership vacancies, following a review of the January 2015 census.	25/03/15	12	407
Membership			
New members, Emma Slaughter (new Children's Centres' member) and Sally Eaton (new PVI member), were welcomed to the meeting.	06/05/15	1	408
Schools Forum suggested Eddie Neighbour and Jo Matthews as potential members for academy proprietors to consider.	06/05/15	3	410
School Improvement Budget 2015-16 Update from Cambridge Education			
The revised funding for 15/16 was noted as £932,905 which is a reduction of £310k. It was agreed that Schools Forum, at the July meeting, will consider the business cases put forward and decide which of the the priorities identified will be funded from the £310k.	06/05/15	4	411
PFI 2015/16			
It was noted that the £500,000 (part of SBC's PFI contribution for 15/16) that was not added to the DSG in 15/16 and given to schools would be returned to schools. Appendix A noted that the £500k will be part of the future budgets whatever decisions are made. Beverley Pennekett (EFA) advised that once schools have their budgets they cannot be re-determined in-year and if such an adjustment is required in-year to the Schools Budget an application can be made to the Minister to dis-apply this regulation. It was agreed that a joint letter would go from the LA and the Schools Forum seeking to re-distribute this year and to distribute based on numbers on roll .	06/05/15	5	412
PFI School Improvement Savings			
Schools Forum was asked to consider using £200k of the savings identified in the centrally-retained budgets for School Improvement (minute 411 above) to contribute to SBC's funding of the School's PFI scheme in 2015-16. It was agreed that this proposal would come back to the Schools Forum meeting in July along with any other proposals (supported by a business case) for consideration and decision. Note the 2 PFI reports are both noted here as item 5 as one had been omitted from the agenda list.	06/05/15	5	413
Growth Fund Out-Turn 2014 - 15			
Schools Forum agreed to carry forward an additional £88,000 to the Growth Fund for 2015 - 16. It was confirmed that the 2015 - 16 total Growth Fund was now approximately £1.25 million.	06/05/15	6	414
High Needs Block			
Schools Forum noted the detail of the High Needs Block centrally retained budgets for SBC and Cambridge Education, as set out in the two appendices to the report.	06/05/15	7	415
2014/15 EarlyYears Block Carry Forward			
Schools Forum noted that the Early Years DSG is currently forecast to be under-spent by £1,492,487 and approved the carry forward of this sum to ensure compliance with statutory duties through the spending outlined in Appendix A of the report.	23/09/15	4	424
Centrally Retained Budgets Out Turn			

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

<p>Schools Forum agreed that the 14-15 underspend of £60,010 in the Schools Block be carried forward into the Growth Fund in order to reduce the 16-17 budget topslice for growth.</p> <p>Schools Forum agreed that the Early Years block underspend 2014-15 of £6,597 should remain within Early Years.</p> <p>Schools Forum noted that the High Needs Block underspend will be used to fund expected growth in High Needs places and top ups in 2016-17 plus any outstanding prior commitments.</p> <p>For Cambridge Education underspend it was agreed that proposals would be brought to Schools Forum at the next meeting. It was noted that the Early Years element had already been agreed in item 4 of the agenda (above).</p>	23/09/15	6	426
School Improvement Underspend			
<p>Schools Forum agreed to allocate £35,000 of these savings to support Our Lady of Peace Infant and Nursery School and Our Lady of Peace Junior School in amalgamating to establish an all-through primary school.</p> <p>Schools Forum agreed to allocate an initial £70,000 to support the Headteachers' collaborative request regarding Recruitment and Retention.</p> <p>Schools Forum did not agree to support the use of £200,000 of the School Improvement savings to contribute to the Council's funding of its contribution to the schools' PFI scheme.</p> <p>It was agreed that, following the allocations above, the remaining balance of the underspend would be considered at the next meeting alongside the Cambridge Education underspend (see agenda item 6 above).</p>	23/09/15	7	427
Schools Forum Self Assessment Review and Updated Constitution			
<p>Schools Forum supported the suggested changes in the self-assessment review (Appendix A).</p> <p>Schools Forum noted the updated Constitution (Appendix B) and commended this to the LA for approval.</p>	23/09/15	8	428
Review of Scheme for Financing Schools			
<p>Schools Forum agreed two amendments to the Scheme for Financing Schools:</p> <p>Schools should make a register of business and other interests publicly available e.g. on a publicly accessible website (2.9 of Scheme)</p> <p>New wording to clarify borrowing by schools, for example, in relation to financial leases (3.6 of Scheme)</p> <p>Schools Forum requested that the wording of the proposed change regarding the revenue Balance Control Mechanism be clarified and brought to the next meeting (4.2 of Scheme).</p>	23/09/15	9	429
Minutes of previous meeting 23rd September 2015			
<p>It was noted that the LA Democratic Services have confirmed that no further formal approval is required of the Schools Forum Constitution, following its approval by the Schools Forum at the 23rd September meeting.</p>	06/10/15	3	439
Schools and Early Years Finance regulations 2015 - DfE Consultation			
<p>The LA is to respond to the DfE consultation and it was agreed that the response would be shared with the Chair and that Schools Forum would also respond. The Chair will circulate to members of the Forum for input.</p>	06/10/15	4	440
School Improvement Underspend			
<p>Final decisions were made to allocate the remaining balance of the £308,000 2015/16 underspend in the centrally retained school improvement budget. Following allocations agreed at the 23rd September meeting - see above - to support teacher recruitment and Our Lady of Peace amalgamation, a further £13,000 was agreed to offset the £26,000 commitment of secondary Headteachers to recruitment research.</p> <p>It was agreed that the remaining £190,000 will be transferred to the High Needs Block to contribute to the easing of anticipated pressures on expenditure.</p> <p>From the final Cambridge Education School Improvement underspend for 2014-15 of £210,000, it was agreed to support the LA proposal for an allocation of £20,000 to fund a piece of work to scope out future school improvement options.</p> <p>Funding of £35,000 was also agreed for a project with Rising Stars focussed on boosting performance for Year 6 pupils, related to the new testing requirements.</p> <p>Further proposals for the remaining £155,000 balance will be brought to Schools Forum in December.</p>	06/10/15	5	441
Minutes of previous meeting 6th October 2015			
<p>Item 439: Jon Reekie (Baylis Court MAT/Godolphin Infant), Eddie Neighbour (Upton Court) and Jo Matthews (Littledown) now elected as academy members and resignation of Hardeep Singh (Khalsa Primary) noted.</p> <p>Item 441: Confirmed that the £190,000 to be transferred to the High Needs Block was a one off transfer from under spend, not a permanent arrangement.</p>	09/12/15	3	449

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

Growth Fund 2016			
Agreed 2016-17 DSG top slice for Growth Fund, increased by £250k, to £1.1 million. Growth Fund criteria, to be brought to January Schools Forum; to include funding for permanent expansion, emergency bulge classes, additional places in primary school classes and secondary places above PAN where requested by LA.	09/12/15	6	452
Centrally Retained items Schools Block			
Agreed £933k proposed for 2016-17 for Cambridge Education contractual school improvement work; balance of the £1.2m to be discussed at January Schools Forum. LA centrally retained budget of £230k agreed in part: Schools Forum (£53k) and CERA (£149k). Balance to be brought back to Schools Forum in January.	09/12/15	7	453
De-delegated items 2016-17			
The de-delegation of the proposed budget for the behaviour support service (SEBDOS) was agreed by primary and secondary maintained schools. Trades Union budget de-delegation was deferred pending further clarification from the LA.	09/12/15	9	454
Review of SEBD Outreach Funding Methodology			
Schools Forum supported the change in funding methodology proposed by SEBDOS.	09/12/15	8	455
Split site criteria review			
The proposed revised split site criteria was agreed.	09/12/15	10	456
Minutes of previous meeting 9th December 2015			
Membership: It was agreed that the terms of office of Maggie Waller, Phillip Gregory and Gillian Coffey were extended until August 2016, pending the next review of membership following academy conversions.	12/01/16	3	464
£70k for supporting recruitment (previously agreed): the LA agreed that the funding should be transferred.	12/01/16	3	464
De-delegation of Trades Union budget: it was agreed that the vote on the de-delegation of the Trades Union support budget would take place by email as soon as possible.	12/01/16	3	464
Funding Formula changes for 2016-17			
Following the LA consultation regarding the Fair Funding formula budget for 2016-17, 3 options are to go to Cabinet on 18th January with the recommendation that the Council approves Option 3 (changes to AWPU and increase of lump sum).	12/01/16	4	465
Funding Formula 2016-17 IDACI consultation			
Noted changes to IDACI notified by DfE in late December. Postcodes have been re-banded based on 2015 IMD figures rather than 2010, resulting in 50% of children in Slough no longer living in 'officially deprived' postcodes. LA has tried to keep same level of funding in deprivation factor which has led to changes: increasing the Free School Meal rate by 31%; using IDACI band 2 and increasing the band value 2 by 37% and band 3 to 5 by 36%.	12/01/16	5	466
2016/17 Budget Timetable			
DSG block allocation noted including £118.7 million for the Schools Block. Schools will receive budgets (5 to 16) and indicative early years and high needs budgets on 25th February 2016.	12/01/16	6	467
School Improvement: Cambridge Education Centrally Retained underspend from 2014-15 and LA Centrally Retained budget for 2016/17			
Cambridge Education 2014-15 underspend confirmed at £232k and the following one off allocations agreed: £20k previously allocated to school improvement; £35k previously allocated for Rising Stars Maths booster programme; £70k for longer term KS2 Maths project in 5-7 schools; £35k to support LAC; £73k to be returned to schools on one off basis in 2016-17 via Schools Block. Centrally retained SBC Combined Budget for 2016-17 is £148,646, made up of £28,400 (school improvement and raising standards) and £120,246 previously within the Cambridge Education budget. £ 100,000 was agreed for the Virtual Head statutory function; £ 48,646 to support strengthening of safeguarding support was agreed in principle subject to provision of further detail at March Schools Forum meeting. Both are one-off as decisions can only be made annually by Schools Forum. The £190k previously agreed from the 2015/16 underspend for supporting the High Needs Block was re-affirmed; this is a permanent reduction in retained DSG.	12/01/16	7	468
Centrally Retained DSG Items for Early Years 2016/17			

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

LA proposed similar level to 2015-16 for centrally retained DSG for Early Years for 2016/17. This was agreed.	12/01/16	8	469
Growth Fund			
2016-17 Growth Fund confirmed as £1.1million to be funded from the Schools Block budget. Carry forward from 2015-16 estimated as £150k (total demand currently forecast at £1.25 million). List of criteria for Growth Fund to be brought back to the March Schools Forum meeting for formal agreement.	12/01/16	9	470
LA Scheme for Financing Schools			
An updated Scheme for Financing Schools to be placed on SBC website in February 2016. Noted that previous LA proposal to amend the Balance Control Mechanism was withdrawn.	12/01/16	10	471
Minutes of previous meeting 12th January 2016			
Noted that, following the January meeting, the de-delegation of the Trades Union budget had been agreed by email by relevant Schools Forum members.	08/03/16	3	479
Cabinet had agreed the proposed Option 3 for the 5- 16 formula changes at its meeting on 18th January 2016.	08/03/16	3	479
High Needs Block Proposal 2016/17			
Schools Forum was consulted on the High Needs Block and noted the total funding as £21.59 million.	08/03/16	5	481
Early Years Budget 2016/17			
Schools Forum was consulted on the Early Years Block 2016/17: £11.367m including £150k for Early Years Pupil Premium for 3 and 4 year olds. The proposed sustainability factor was noted and it was agreed that the criteria would be amended to include a reference to education / early years' professional input when considering nursery schools for this funding.	08/03/16	6	482
Update on DfE proposals for National Funding Formula			
DfE published a consultation on the proposed National Funding Formula : 7 March 2016 to 17 April. Schools Forum to draft response and schools to be encouraged to respond individually.	08/03/16	7	483
Growth Fund			
The Growth Fund criteria for 2016/17, as set out in report, were approved.	08/03/16	8	484
Children's Services Trust			
£47k funding for strengthening safeguarding training in schools, agreed in January 2016 in principle, was agreed pending further development and clarification of the details which would be discussed at SSEF and at phase groups. Options re LAC Pupil Premium also to go through phase groups for consultation.	08/03/16	13	485
A.O.B. School Improvement Arrangements (centrally retained)			
Agreed that some of the centrally retained funding previously agreed by Schools Forum could be used by the LA to fund two days a week ongoing support for developing school improvement options.	08/03/16	AOB / 13	490
Chair and Vice Chair			
Maggie Waller was re-elected as Chair and John Constable was re-elected as Vice-Chair.	14/06/16	5	496
Growth Fund			
It was agreed that the £187k underspend from 2015 /16 could be carried forward into the Growth Fund 2016-17.			
It was noted that the 2016-17 Growth Fund is £1.287 million, including this carry forward and the current estimated demand is £1.169 million.	14/06/16	7	498
Use of Centrally Retained DSG 2016 /17			
It was endorsed in principle that unspent funds from previously agreed centrally retained DSG, be used to support: Schools Portal; peer review/challenge in consultation with neighbouring LAs and (see also next item) school support fund for use by Slough Teaching Schools Alliance to promote school-to-school support, approx £75k per year for two years.	14/06/16	8	499
Slough Teaching School Alliance)			
In addition to the agreement above in respect of school to school support, Schools Forum endorsed the transfer of the Slough Learning Partnership's (SLP's) funding reserves (which includes some historic grants from DSG underspend) from SLP to the Slough Teaching School Alliance to fund staffing costs for two years.	14/06/16	9	500
PFI Proposal			
The LA request to use £500k from the DSG Schools Block to fund the PFI affordability gap, currently paid by SBC, was not agreed.	14/06/16	11	502
Membership Update			
Kathleen Higgins attending as an observer now that Beechwood is an academy	13/10/16	4	511
PFI Proposal			

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

Clarification of factor and SBC contribution to affordability gap deferred to December	13/10/16	5	510
High Needs Block			
Significant pressure on High Needs Block with overspend in range of 800k. Range of recovery options being considered by SBC	13/10/16	7	514
PFI Update			
£500k PFI contribution raised by the new finance officer (section 151). It was flagged up that the council may need to make a further request for contribution from the DSG. Other savings will be explored across the council but if a further request is made a full consultation will be employed with schools.	06/12/16	5	524
High Needs Block			
Overspend has been reduced to £300k at the current time. Figure can still fluctuate. Detailed recovery plan will be drafted.	06/12/16	6	525
Centrally Retained			
Recommendation agreed to retain £723,598	06/12/16	7	526
Education Support Grant			
School improvement and statutory services noted and Schools Forum agreed the transfer of the £430k from ESG to centrally retained. Total supported functions amount to £1.036 million. Includes bridging post between STSA and SBC	06/12/16	8	527
De-delegated items			
Behaviour Support Services (SEBDOS) approved but 5k for trade union activity NOT approved	06/12/16	10	529
Growth Fund 2017-18			
£900k centrally retained support for primary and secondary 2017/18 approved.	06/12/16	11	530
Matters arising			
SBC will not seek any portion of 500k PFI affordability gap for 2017/18. May present new proposals for 2018-19 following full consultation.	10/01/17	2	537
ESG de-delegation			
45k ESG de-delegation paper approved by maintained schools.	10/01/17	3	538
Schools Block Budget			
SBC consulted on requesting one-off 300k top slice from High Needs Block.			
Slough losing money overall as a result of change to National Funding Formula. Schools Forum encourages all schools to respond to Phase 2 of the DfE NFF consultation which closes 22nd March and will share response from Schools Forum once complete at March meeting.	10/01/17	4 and 5	539
Forum membership			
Updated membership in light of academy conversions meant deleting two vacancies from maintained schools and need to recruit two new academy members.	10/01/17	9	544
National Fair Funding Update			
DfE Stage 2 consultation: schools were encouraged to make individual responses (deadline 22nd March) in addition to collective Schools Forum response. https://consult.education.gov.uk/funding-policy-unit/schools-national-funding-formula2/	09/02/17	4	550
Growth Fund 2017-18			
2017-18 Growth Fund criteria agreed. Unit values were previously in line with 2015-16 AWPU values, but 2017-18 AWPU rates will now be used, with average of KS3 and KS4 for secondary. Agreed to fund numbers in bulge classes which open / fill after October census subject to costing and noted that Growth Fund criteria have to be confirmed by Schools Forum every year.	09/02/17	6	552
High Needs Block			
Schools Forum consulted on draft High Needs Block and some outstanding clarifications pending. .	09/02/17	7	553
Matters Arising			
A firm commitment was made by the LA to bring a detailed report to the October Schools Forum meeting to explain all PFI identified within the DSG, particularly relating to the Council's contribution and to the High Needs Block.	06/07/07	3	562
Review of Scheme for Financing Schools			
A review will be completed over summer with consultation (maintained schools only) in September and proposals for any amendments to come to Schools Forum in October.	06/07/07	4	563
Early Years Funding Formula			

Schools Forum Key Decisions Log September 2014 and ongoing January 2017 updated

The hourly rates for 2 year olds, and for 3 and 4 year olds have been implemented following consultation; consultation will be carried out with regard to 2018/19 formula; required to move to full implementation of universal base rate for 3 and 4 year olds by April 2019.	06/07/07	6	565
Membership			
Vacancies in academy membership and extensions of terms of office of a number of members to be progressed with relevant groups: academy proprietors and Chairs of Governors as appropriate.	06/07/07	7	566
High Needs Block Centrally Retained			
Centrally retained budget of £2.4 million: work in progress with savings of £100k identified to date; further review over the summer and detailed breakdown will be provided for October Schools Forum including all references to PFI in High Needs Block.	06/07/07	8	567
High Needs Group Terms of Reference			
Terms of Reference for High Needs Group were endorsed.	06/07/07	9	568

Slough Schools' Forum: 2017/18 Forward Agenda Plan

Meeting 1 – Tuesday 10th October 2017

No.	Description	Lead
1	Membership and confirmation of Chair and Vice Chair	Clerk / Maggie Waller / John Constable
2	Schools DSG Outturn 2016/17	Nic Barani
3	Early Years Block Funding	Nic Barani
4	High Needs Block	Nic Barani
5	2016/17 Centrally Retained DSG	Nic Barani
6	Update from Task Groups: 5-16, HNB and Early Years	Maggie Waller
7	National Funding Formula (NFF) Update	Nic Barani
8	Langley Hall Free School – Exceptional Circumstances Business Case	
9	Scheme for Financing Schools	TBC
10	Schools Improvement and Education Services Grant 2017/18 Clarification Report	
11	Academies update	Johnny Kyriacou
12	2017/18 Forward Agenda Plan and Key Decisions Log	Maggie Waller / Johnny Kyriacou

Meeting 2 – November 2017 (date tbc, w/b Monday 6 November)

No	Description	Lead
1	HNB/SEN financial issues and implications including commissioning of SEN places and financial forecast for year ending 2017/18	Head of SEND
2	High Needs Block update on planned expenditure and Centrally Retained Budget clarifications	Head of SEND
3	Formula 2018/19	
4	Update from Task Groups: 5-16, HNB and Early Years	
5	PFI Unitary Charges Funding Support	
6	Schools Forum Guidance	

Meeting 3 – Wednesday 6th December 2017

No.	Description	Lead
1	Update on national funding issues/local funding issues	Nic Barani
2	Budget timetable for 2018/19	Nic Barani
3	Budget monitoring report (maintained schools)	Nic Barani
4	High Needs and SEN budget monitoring report including QA report	Nic Barani & Head of SEN
5	Early Years budget monitoring report	Nic Barani
6	Centrally retained budget 18/19 and 17/18 monitoring	Nic Barani
7	Draft Schools Block 2018/19 and proposed formula changes / consultation outcome	Nic Barani
8	De-delegated Budgets 2018/19	Nic Barani
9	Virtual School Headteacher's update with KPIs	Debby Rigby
10	Update from Task Groups: 5-16, HNB and Early Years (verbal)	Maggie Waller
11	Academies update	

12	2017/18 Forward Agenda Plan and Key Decisions Log	Maggie Waller / Johnny Kyriacou
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Meeting 4 – Thursday 11th January 2018

No.	Description	Lead
1	Update on national funding issues/local funding issues	Nic Barani
2	Funding Formula changes for 2018–19	Nic Barani
3	Budget timeline for 2018–19	Nic Barani
4	Schools Block and Schools' Budgets 2018/19	
5	School Improvement update on centrally retained items	Johnny Kyriacou
6	Growth fund allocations and issues	Tony Madden
7	Update from Task Groups: 5-16, HNB and Early Years (verbal)	Maggie Waller
8	Early Years Formula 2018/19	
9	Academies update	Johnny Kyriacou
10	2017/18 Forward Agenda Plan and Key Decisions Log	Maggie Waller / Johnny Kyriacou

Meeting 5 – Tuesday 6th March 2018

No.	Description	Lead
1.	Update on national funding issues/local funding issues	Nic Barani
2.	Confirmation of indicative budgets	Nic Barani
3.	High Needs Places	
4.	Annual consultation on 2018 –2019 High Needs Block	
5.	Annual consultation on 2017 -2018 Early Years Block	Nic Barani
6.	Update on centrally retained items: all blocks	Nic Barani
7.	Update from Task Groups: 5-16, HNB and Early Years (verbal)	Maggie Waller
8.	Growth fund allocations and issues update	Tony Madden
9.	Academies update	Johnny Kyriacou
10	2017/18 Forward Agenda Plan and Key Decisions Log	Maggie Waller / Johnny Kyriacou

Meeting 6 – Wednesday 16th May 2018

No.	Description	Lead
1.	Update on national funding issues/local funding issues	Nic Barani
2.	Update on Closure of Accounts including indicative outturns	Nic Barani
3.	Update from Task Groups: 5-16, HNB and Early Years (verbal)	Maggie Waller
4.	Update from Schools Improvement and centrally retained areas	Cate Duffy/Johnny Kyriacou
5.	Academies update	
6	2017/18 Forward Agenda Plan and Key Decisions Log	Maggie Waller / Johnny Kyriacou

Meeting 7 –Thursday 5th July 2018

No.	Description	Lead
1.	Update on national funding issues/local funding issues	Nic Barani
2.	Update on growth allocations and issues	Tony Madden
3.	Centrally retained outturn reports 2017/18 (High Needs, Early Years and Schools Block)	Nic Barani
4.	Review of the Scheme for Financing Schools 2017/18	Nic Barani
5.	Update from Task Groups: 5-16, HNB and Early Years (verbal)	Maggie Waller
6.	Special report on Early Years 30 hour provision – how it has worked so far	
7.	Academies update	
8.	2018/19 Forward Agenda Plan	

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