

# Swindon Borough Council

## Schools Forum

**Tuesday, 22 January 2008**

Committee Room 2, Civic Offices, Swindon at 4.00 p.m.

### **School Members:**

Nick Capstick, Primary Headteachers  
Lauren Connor, Primary Headteachers **(Chair)**  
Chris Davies, Primary Headteachers  
Debbie Kalyinka, Primary Headteachers  
Terri Menham, Primary Headteacher  
Paul Boyles, Primary Governor **(Vice-Chair)**  
David Easter, Primary Governor  
Steve Colledge, Secondary Headteacher  
Steve Flavin, Secondary Headteacher  
Rachael Matthey, Secondary Headteacher  
Peter Wells, Secondary Headteacher  
John Newman, Secondary Governor  
Bob Walker, Special Headteacher

### **Non-School Members:**

Sally Inskip, Diocese Representative  
Rhian Cockwell, Diocese Representative (Deputy)  
Phil Baker, Trade Union Representative  
Debbie Waldron, Early Years Representative  
Cathy Parker, Early Years Representative (Deputy)  
Tim Mason, Youth Representative

**Committee Officer:** Helen Harris

Telephone: 01793 463604 Email: [hharris@swindon.gov.uk](mailto:hharris@swindon.gov.uk)

Swindon Borough Council can be contacted at the Civic Offices, Euclid Street, Swindon, SN1 2JH (Telephone 01793 463000)

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## **AGENDA**

- 1. Apologies for Absence**
- 2. Minutes** (Pages 1 - 6)  
To receive the minutes of the meeting held on 1 November 2007.
- 3. Feedback from Meeting on 1 November 2007** (GDC) (Pages 7 - 10)
- 4. Swindon Capita Partnership, Services to Schools** (GDBT) (Pages 11 - 20)
- 5. Schools Block Budget Monitoring 2007/8** (GDC) (Pages 21 - 24)

6. **Reform of Early Years Funding** Arlene Griffin (Pages 25 - 36)
7. **14-19 Diploma Provision 2008-2011** (GDC) (Pages 37 - 60)
8. **Schools Block Budget 2008-11** (GDC) (Pages 61 - 94)
9. **Schools Capital Funding 2008-2011** (GDC) (Pages 95 - 102)
10. **Schools Forum Membership** (GDC) (Pages 103 - 118)
11. **Next Meeting**

The next meeting of the Forum will be on 29 April 2008 starting at 4.00 p.m. in Committee Room 2, Civic Offices.

**Date of Despatch:** 14 January 2008

**Key:**

**Officers:**

CE	-	Chief Executive
GDC		Group Director: Children
GDHSC	-	Group Director: Housing & Social Care
GDER	-	Group Director: Environment & Regeneration
GDBT	-	Group Director: Business Transformation

**Public Question Time** - Swindon Borough Council is committed to increasing its accountability to the public and to promoting active citizenship. Up to 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from members of the public about the work of the Committee (except for confidential matters and specific planning applications). Questions must be relevant, clear and concise. Because of time constraints Public Question Time is not an opportunity to make speeches or statements. Prior notice of a question to the Director of Law and Democratic Services is desirable - particularly if detailed background information is needed.

**Access Arrangements** – The Venue is wheelchair accessible and an infrared receiver hearing system is provided. If you would wish to attend the meeting but have any special requirement to enable you to do so please contact the Committee Clerk above, as soon as possible prior to the date of the meeting.

If you would like to receive any of the pages contained in this agenda in a larger print size please contact the Committee Officer whose name appears on the first page of this agenda.

**SCHOOLS FORUM**

**THURSDAY, 1 NOVEMBER 2007**

PRESENT: -

**School Members:** Nick Capstick, Primary Headteachers  
Lauren Connor, Primary Headteachers (**Chair**)  
Chris Davies, **Primary Headteachers**  
**Debbie** Kalynka, Primary Headteachers  
Terri Menham, Primary Headteacher  
Paul Boyles, Primary Governor (**Vice-Chair**)  
David Easter, Primary Governor  
Steve **Colledge**, Secondary **Headteacher**  
**Steve** Flavin, Secondary Headteacher  
Rachael Matthey, Secondary Headteacher  
Bob Walker, Special Headteacher

**Non-School Members:** Sally Inskip, Diocese Representative  
Phil Baker, Trade Union Representative  
Debbie Waldron, Early Years Representative

**Officers:** Ian Bickerton (Director of Local Provision), Martin Coles (Director Quality and Standards), Geoff Hogg (Director of Services to Children and Young People), Karen Murray (Group Finance Manager – Children Services), Lorraine Billis (Deputy Group Finance Manager - Schools), Gareth Cheal (Admissions Manager) and Hilary Pitts (Group Director Children)

Councillor Nick Martin attended in respect of Minute 12.

Apologies for absence were received from Peter Wells (Secondary Headteacher).

**8. Appointment of Chair**

Members were advised that Peter Wells (Secondary Headteacher) had resigned as Chair of the Forum. Nominations for a new Chair were therefore requested.

Resolved – That Lauren Connor (Primary Headteacher) be Chair of the Schools Forum.

(Lauren Connor in the Chair)

**9. Minutes**

Steve Flavin (Secondary Headteacher) stated that although the Forum made recommendations, it did not receive any feedback as to whether these had been endorsed, which would be extremely useful.

Resolved – (1) That the minutes of the meeting held on 27 June 2007 be confirmed and signed as a correct record.  
(2) That future agendas include a standing item following consideration of the Minutes, to provide the Forum with information on the outcome of previous resolutions.

## **10. Primary School Places**

Gareth Cheal (Admissions Manager) presented a report by the Group Director Children to inform members of changes to the arrangements for admission to reception, where the parent decides to defer admission until Term 5.

Resolved – (1) That the report be noted.  
(2) That the Admissions Manager contact all headteachers to further the consultation on admissions for September 2009.

## **11. Consultation on Possible Changes to Discretionary School Transport in West Swindon**

The Forum considered a report by the Group Director Children, as presented by Ian Bickerton (Director of Local Provision) regarding a consultation that was taking place on possible changes to the discretionary school transport in West Swindon.

Mr Bickerton explained that free school transport was provided on a discretionary basis to parents in West Swindon who had chosen to send their children to The Ridgeway or Bradon Forest Schools. There was now spare capacity at Greendown Community School and projections indicated that numbers would further reduce. The Cabinet had agreed that a review should be undertaken and a widespread consultation was taking place with a report on the outcome going back to Cabinet in January 2008. Any changes would be effective for secondary admissions from September 2009.

Rachel Matthey (Secondary Headteacher) queried why this arrangement was still in place after 20 years, when nothing had been provided to help the children in the North Swindon area. Both Ms Matthey and Steve Flavin (Secondary Headteachers) advised that the headteacher of Greendown Community School, Clive Zimmerman, was very unhappy with the consultation process as it appeared to be dominated by Bradon Forest. Mr Bickerton stated that a letter informing Bradon Forest parents of the proposal had been issued by that School. However, the Authority had issued questionnaires only to parents living in West Swindon with children at primary schools from Reception to Year 5, as had originally been agreed.

Members noted that currently there were about 600 pupils from West Swindon attending Bradon Forest School and that the only cost to the Council was for transport, as the pupil funding was allocated directly to the school. Steve Colledge (Headteacher, The Ridgeway School) remarked that the school would face serious problems if numbers were to drop significantly. It was stated however that consideration would be given to the possibility of continuing the transport arrangements but with parents paying the costs, for those who wished to do so.

Resolved – That the Forum supports the proposal to withdraw the discretionary free school transport to The Ridgeway and Bradon Forest Schools for pupils in West Swindon, to be effective for new pupils from September 2009

## **12. Swindon Schools Asset Management Plan Project**

Ian Bickerton (Director of Local Provision) introduced a report by the Group Director Children regarding funding for the Swindon Schools Asset Management Plan (SScAMP) project.

Councillor Nick Martin was in attendance for this item and the Group Director Children provided a summary of the background and funding arrangements for the system. It was stressed that the Forum considered the maintenance of SScAMP was the landlord's responsibility and should therefore be funded by the Council, and not from the schools' budget. The Forum stressed that the SScAMP database was a significant improvement on the previous system used and in view of the amount invested in it so far, there was an urgent need to ensure that it was maintained and updated.

The Forum noted that Capita were reviewing all the Council's asset management systems and that they were already in discussion with the Group Director Resources on ways to rationalise the systems overall. They would be considering the SScAMP database as part of this review, with a report back in mid-December 2007.

Councillor Martin noted the Forum's views and agreed to feed them into the review process.

Resolved – That the report and the current situation regarding SScAMP be noted.

## **13. Schools' Devolved Formula Capital - Approval Process - Proposed Changes from 2008/09**

Ian Bickerton (Director of Local Provision) presented a report by the Group Director Children regarding proposed new arrangements to be implemented from 2008/09 for the use of Devolved Formula Capital by schools.

Resolved – That the new arrangements to be introduced from 2008/09 for the use of schools' Devolved Formula Capital, be endorsed.

## **14. School Balances 2006-07**

The Forum considered a report by the Group Director Children, as presented by Ian Bickerton (Director of Local Provision) regarding the outcome of the review of schools carrying forward surplus balances from 2006-07.

Resolved – That the Forum recommends to the Local Authority that schools holding surplus balances may retain those balances for the purposes reported to the Local Authority prior to the commencement of the financial year.

## **15. Schools Block Budget Monitoring 2007/8**

Ian Bickerton (Director of Local Provision) presented a report by the Group Director Children regarding the latest budget monitoring information to the end of September 2007, in respect of the Schools Block Budget for 2007/8.

Resolved – (1) That the 2007/08 financial projections in respect of the Schools Budget for the current financial year be noted.  
(2) That the Group Director, Children continue rigorous and robust monitoring of the

Schools Block budget and to bring budget monitoring reports to future meetings of Schools Forum.

## **16. Schools Block Contingency 2007-08**

Ian Bickerton (Director of Local Provision) presented a report by the Group Director Children to provide an update on the Schools Block Contingency budget and to seek recommendations in respect of revenue funding for admission arrangements where the Local Authority require exceptional changes to existing arrangements.

Members of the Forum considered and made recommendations on the three submissions for additional funding from the Schools Block contingency budget that had been received.

**Abbey Meads** – Members were sympathetic to the situation, however it was noted that the school's surplus balance at 2006/07 year end exceeded the 8% limit and the Forum had already determined that the school should retain the full amount.

**Haydon Wick** – Members were informed that since the application had been made numbers at the school had risen to 37. In view of the increase the original request was considered to be null and void.

**Bridlewood** – This was the second submission the school had made, the first one having been rejected, but the position was still the same. However, members agreed that the sub-group and officers would investigate ways of providing suitable mechanisms to avoid the situation arising in the future.

Resolved – (1) That the sub-group along with officers investigate ways of introducing suitable mechanisms to provide schools with appropriate funding during periods of both expansion and contraction in pupil numbers.

(2) That the applications for funding from Abbey Meads, Haydon Wick and Bridlewood Primary Schools be not agreed at the present time for the reasons set out above.

## **17. School, Early Years and 14-16 Funding 2008-2011**

The Forum considered a report by the Group Director Children, as presented by Ian Bickerton (Director of Local Provision) setting out the proposals of the Schools Forum Sub Group (the Sub Group) in respect of amendments to the Swindon Scheme of Delegation, Finance Regulations for Schools and the Swindon Funding Formula 2008-2011 and advising of the Department for Children, Schools and Families (DCSF) requirements in respect of funding for 2008-2011 which are not the subject of consultation.

Members considered each of the proposals, as set out in Appendix 1 to the report, and agreed all the recommendations with the exception of:

- Proposal 10 – Concerns were raised about the effect inaccurate free school meal data had on the proposal. Steve Flavin (Secondary Headteacher) pointed out that the PLASC data used only provided information on the number of free school meals taken up, not the number of pupils who were actually eligible, which could be a lot higher. Geoff Hogg (Director Early Years and Pupil Services) explained that parents were being encouraged to register their eligibility, even if

meals weren't taken, and this information was also being collected. He acknowledged that it might be possible to combine the two strands of information to reflect the situation more accurately but it would be necessary to ensure there was no duplication within the figures and that there was a clear audit trail. The Group Director made it clear that she supported a fair allocation under the formula to all schools for children in socio-economically disadvantaged circumstances.

- Proposal 18 – In the light of funding issues considered elsewhere on the agenda, it was felt that the sub-group should reconsider this proposal and include a decrease in numbers within the proposal.

Resolved – (1) That the Forum recommends to the Local Authority that the proposals of the Sub Group, set out in Appendix A to the report, are implemented from 1<sup>st</sup> April 2008 to 31<sup>st</sup> March 2011.

(2) That, with regard to Proposal 10 set out in Appendix A to the report, the method of allocating funding be endorsed in principle but that the Sub-Group reconsider the proposal with regards to (a) allocating headroom funding to support the allocation, and (b) the pressures on headroom funds.

(3) That, with regard to Proposal 18 set out in Appendix A to the report, the Sub-Group reconsider the proposal to include a decrease in numbers within the recommendation.

(4) That the proposals of the Sub Group relating to the Swindon Scheme of Delegation be approved.

(5) That the requirements of the DCSF in respect of School, Early Years and 14-16 Funding for 2008-2011 be noted.

(6) That the Sub-Group carry out a review of the Forum's membership, with the revised membership to be in place from 1<sup>st</sup> April 2008.

(7) That the potential funding implications of the proposals as shown in appendix A, annexes 1, 2 and 3 are based on the current schools data be noted.

(8) That the Forum agrees that the proposals from the Schools Forum Sub Group are considered alongside other priorities within the dedicated schools grant at the Schools Forum meeting 22<sup>nd</sup> January 2008.

## **18. Early years Update**

Karen Murray (Finance Manager children Services) informed members that the Department for Children, Schools and Families (DCSF) would be providing funding for an additional two and a half hours early years provision. An across-Borough cost analysis would need to be submitted to the Forum before a budget could be set and investigations were already under way. It was anticipated that a full report would be submitted to the January meeting, following consideration by the sub-group.

## **19. Next Meeting**

Steve Flavin (Secondary Headteacher) requested an item on the crisis surrounding the Criminal Records Bureau (CRB) checks, as they were very disruptive for schools in general. It was suggested that a representative from Human Resources should be invited to attend the meeting.

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**Schools' Forum**  
**Feedback from Meeting on 1 November 2007**

Schools' Forum

22 January 2008

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

**Purpose**

To provide feedback on the recommendations made at the last meeting of the Schools' Forum on 1 November 2007

**Recommendation**

The Schools' Forum is requested to note this report.

**1. Reasons**

- 1.1 At the last meeting of the Schools' Forum, on 1 November 2007, it was requested that feedback is provided at the following meeting on the outcome of recommendations made by the Forum.
- 1.2 This report, therefore, provides feedback about recommendations made at the last meeting of the Schools' Forum.

**2. Detail**

- 2.1 A copy of the notes of the last meeting of the Schools' Forum, on 1 November 2007, is attached to the Agenda.
- 2.2 Feedback on each of the Agenda items considered at the last meeting is as follows:
  - Primary School Places (Minute 10)

The Admissions Manager will be contacting all Head Teachers in the near future regarding the consultation on admissions for September 2009.
  - Consultation on Possible Changes to Discretionary School Transport in West Swindon (Minute 11)

The consultation on a proposal to remove funding for free, discretionary transport in West Swindon ended on 23 November 2007. The views of the Schools' Forum at the last meeting were included as part of the consultation. Cabinet will be considering this matter at its meeting on 23 January 2008.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## **Schools' Forum**

### **Feedback from Meeting on 1 November 2007**

Schools' Forum

22 January 2008

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- Swindon Schools' Asset Management Plan Project (SScAMP) (Minute 12)

It is understood that funding has now been identified within the Local Authority to maintain and update the SScAMP database for 2008/09. There is a corporate review of Property taking place at present and the SScAMP database forms part of this. The outcome will be reported to the Schools' Forum in due course.

- Schools' Devolved Formula Capital – Approval Process – Proposed Changes from 2008/09 (Minute 13)

All schools will be informed in the near future of the new arrangements for the approval process for schools' devolved formula capital for 2008/09 and beyond, endorsed by the Schools Asset Management Focus Group and Schools' Forum.

- Schools' Balances 2006/07 (Minute 14)

Following the last meeting of the Schools' Forum, the Children & Young People's Partnership Board, at its meeting on 29 November 2007, noted the recommendation that schools holding surplus balances may retain those balances for the purposes reported to the Local Authority prior to the commencement of the financial year. This position has, therefore, now been agreed.

- Schools' Block Budget Monitoring 2007/08 (Minute 15)

A report on this matter is included elsewhere on the Agenda.

- Schools' Block Contingency 2007/08 (Minute 16)

The proposed introduction of a mechanism to provide schools with appropriate funding for changes in pupil numbers is referred to in a report elsewhere on the Agenda. The three schools that made applications for funding at the last meeting of the Forum have been informed that this has not been agreed at the present time for the reasons set out in the Minutes.

- Schools, Early Years and 14-16 Funding 2008/11 (Minute 17)

A further report on this matter is included elsewhere on the Agenda. This also applies to Minute 18.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## **Schools' Forum**

### **Feedback from Meeting on 1 November 2007**

Schools' Forum

22 January 2008

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- Criminal Records Bureau Checks (Minute 19)

A representative from Human Resources will be attending the meeting of the Schools' Forum to discuss this issue.

#### **Alternative Options**

The Schools' Forum requested this report to go to each meeting of the Forum and, therefore, no alternatives have been considered.

#### **Risk Management**

##### *Financial and Procurement Implications*

There are no direct financial considerations for this report but, of course, there are for the individual items referred to above.

##### *Legal / Human Rights Implications*

None directly applicable to this report.

##### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

Promise 45: "We will make sure that schools will be at the heart of each community."

#### **Consultees**

The Director of Finance (Section 151 Officer) and Director of Law & Democratic Services (Monitoring Officer) are consulted in respect of all reports.

#### **Background Papers and Appendices**

None

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**Swindon Capita Partnership  
Services to Schools**

**Schools Forum**

**Date: 22 January 2008**

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**Author:       Group Director, Business Transformation**

**Parish / Wards Affected: All**

**Purpose**

- To update the Schools Forum on the performance of services to schools delivered in partnership with Capita

**Recommendation**

The Schools Forum is requested to:

- Endorse the format of the performance monitoring template at **Appendix 1** for future performance reporting for services delivered to schools in partnership with Capita.

**1.       Reasons**

- 1.1 Swindon Borough Council's Incremental Strategic Partnership with Capita commenced on 1 February 2007. This saw the start of a 15 year partnership to deliver a range of Council services and provide a platform for service transformation through investment in improvements to customer access, new technology and review of business processes.
- 1.2 Some services to schools are now delivered in partnership with Capita, and the performance monitoring framework for these services was considered by the Schools Forum at its meeting on 31 January 2007.
- 1.3 The performance monitoring template at **Appendix 1** is provided to give schools updated information on Capita's service performance since February 2007.

**2.       Detail**

- 2.1 In January 2007, the Aspire Project Team presented to the Schools Forum a performance grid showing key performance indicators relating to services for schools provided in partnership with Capita.
- 2.2 Members of the Forum will recall that the partnership performance framework underpins the partnership governance arrangements and ensures the provision of high quality services with clear stretch targets for continuous improvement. The framework consists of 84 Key Performance Indicators

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Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

## Swindon Capita Partnership Services to Schools

Schools Forum

Date: 22 January 2008

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(KPIs) and 15 critical success factors. Each of the measures has a target and a four stage incremental tolerance banding, for which at each band, the Partner will receive a loss of revenue for underperformance. This ensures the Council and recipients of the service receive service levels equivalent or greater than those previously received.

- 2.3 Performance is measured on either a monthly, quarterly or annual basis, depending on the nature of the service or process being measured. Capita provides performance information to the Council's lead officers responsible for the relevant service area for validation, review and to challenge through the Partnership Service Delivery Board that forms part of the ongoing contract monitoring governance framework.
- 2.4 The latest performance data in **Appendix 1** shows service delivery, including those to schools performing at or above requirements in respect of Human Resources (HR) & Payroll and Technical Design & Facilities Management. There has been a broad discussion with the Schools Information & Communications Technology (ICT) Forum and for reference the contract ICT performance targets and performance has been included.
- 2.5 Some Schools have raised concerns about performance in provision of some project management of the Technical Design & Facilities. Priority focus on the Schools Capital Programme has required allocation of significant resources in this area, and we are working to ensure that this is not at the expense of smaller projects.
- 2.6 For the future, wider engagement is taking place with Children Services to understand the pressure points in service delivery and the future Schools Strategy for Swindon. Specifically the partnership will in future:
- Undertake re-engineering of internal processes and protocols to improve our service delivery with the objective of making us supplier of choice;
  - Review and challenge, to develop an integrated approach to delivery with primary clients of Property and Children Services;
  - Provide sufficient resource in both numbers and experience to practically undertake Project Management and liaison on minor Capital Projects and refurbishments;
  - Re-focus resources on proactive Client relationships with Head Teachers and Governors and Members.
- 2.7 In the meantime, the reporting template at **Appendix 1** is presented to Schools Forum for their consideration and review. Subject to any amendments from the Forum, it is proposed that this format will be used as the basis for ongoing performance reporting, and will be discussed with the various Head teacher and Governors associations for their consideration.

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Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

## Swindon Capita Partnership Services to Schools

Schools Forum

Date: 22 January 2008

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### **Risk Management**

#### *Financial and Procurement Implications*

- None arising from this report

#### *Legal / Human Rights Implications*

- Compliance with equalities legislation and best practice

#### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- The Swindon Capita Partnership will contribute to many of the Council's Promises.

### **Consultees**

- The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

### **Background Papers and Appendices**

- Appendix 1: Swindon Capita Partnership – Performance Indicators relating to Schools

## Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

### Swindon Capita Partnership Key Performance Indicators (Please note – KPI's directly relating to Schools are shaded in grey)

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
HR	KPI 001	Satisfactory service delivery measured against a basket of PI's	Not previously measured	90%	96.00%
HR	KPI 002	% of internal customers returning a customer satisfaction survey are satisfied or better	Not previously measured	70%	81.00%
HR	KPI 003	HR data integrity	98.83%	98%	99.60%
HR	KPI 004	Helpdesk – first point of contact resolution of enquiries	Not previously measured	60%	93.00%
HR	KPI 005	Helpdesk – For those enquiries which aren't solved at first point of contact the customer is provided a date when a response is due.	96.73%	95%	99.10%
HR	CS F 001	If the HR system is not available to system users for a period of one contract day	HR System unavailable for 1 day	HR CC unavailable for 1 day	
HR	CS F 002	The HR Contact Centre (First Response) is not available to system users for a period of one contract day	HR CC unavailable for 1 day		
Payroll	KPI 001	Net Payments Accurate employee net payments to be made into individual accounts in accordance with agreed timescales	99.90%	99.9%	99.90%
Payroll	KPI 002	All Third Party Payments excluding to employees to be correct and in accordance with agreed timescales.	100.00%	100%	100.00%
Payroll	KPI 003	Errors -Correct errors within next available payroll period of the error happening or being discovered as agreed between the	100.00%	98%	100.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)



# Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
		Council and the employee			
Payroll	KPI 004	% of internal customers returning a customer satisfaction survey are satisfied or better (carried out bi-annually)	Not previously measured	70%	71.00%
Payroll	KPI 005	The database is to be complete and accurately maintained. To be measured by monthly variation reports and annual database checks. Including the following key data integrity elements	99.80%	99%	100.00%
Payroll	CS F 001	If the HR/Payroll system is not available to HR/Payroll staff and this leads to a significant deterioration in the functionality of the HR/Payroll department.	HR/Payroll System available for 1 day		
Customer Services	KPI 001	Customer Satisfaction (conducted by the Council)	Not previously measured	75%	Not yet measured
Customer Services	KPI 002	% Service requests closed within agreed service levels	Not previously measured	75%	Not yet measured
Customer Services	KPI 003	% Repeat contact – the number of repeat forms of contact between the Council and the customer for the same enquiry	Not previously measured	5%	Not yet measured
Customer Services	KPI 004	% Complaints responded to within 10 days	Not previously measured	100%	Not yet measured
Customer Services	KPI 005	Written response times: % Written correspondence responded to within 5 days (including white mail, faxes, e-forms)	Not previously measured	80%	Not yet measured
Customer Services	KPI 006	written response times: % Emails responded to within 1 working day	Not previously measured	100%	Not yet measured
Customer Services	KPI 007	% of requests for the Home Line service responded to within 15 seconds	95%	95%	97.7%
Customer Services	KPI 008	% Calls answered by a person within 20 seconds	Not previously measured	80%	77.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

# Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
Customer Services	KPI 009	% Customers seen by a member of staff who can answer their query within 10 minutes of arriving at the One Stop	Not previously measured	80%	87.00%
Customer Services	KPI 010	% Abandoned calls (exclude those calls abandoned <5 secs)	Not previously measured	9%	9.0%
Customer Services	KPI 011	response times: % queries resolved at the first point of contact	Not previously measured	80%	Not yet measured
Customer Services	KPI 012	% Daily counter payment files exported on day of receipt and posted to accounts next day	100.00%	98%	100.00%
Customer Services	KPI 013	% Telephone payments received by 4.30pm receipted on same day and posted to account next day	100.00%	98%	100.00%
Customer Services	CS F 001	The systems and resources which underpin the operation of the One Stop Shop, including IT systems, telephones, staffing and premises, are not available for more than 60 consecutive minutes in any one day, in which case the service will be deemed to be unavailable	CS Sys & Resources unavailable	60 mins	
Customer Services	CS F 002	The systems and resources which underpin the operation of the contact centre and control room, including the telephone system, staffing and premises are not available for more than 60 consecutive minutes in any one day	CS Sys & Resources unavailable	60 mins	
Customer Services	CS F 003	Telephone calls into the contact centre capable of being answered by a person in line with KPIs	Human Call Answering available	at all times	
Admin	KPI 001	% of telephone calls answered within 5 rings or 20 Seconds	Not previously measured	80%	Not yet measured
Admin	KPI	% of centrally received incoming mail opened, logged (where	100.00%	90%	100.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

# Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
Admin	002	applicable) and distributed to Service Teams by 11am daily.			
	KPI 003	% of outgoing mail collected from departments by 15:00hrs; and mail delivered direct by 16:15 to be processed by last posting times (external) and close of business (internal)	100.00%	98%	100.00%
Admin	KPI 004	% of internal customers returning a customer satisfaction survey are satisfied or better (measured six monthly)	Not previously measured	75%	Not yet measured
Admin	KPI 005	% of undisputed invoices coded correctly and authorised by relevant officer within 5 working days	79.00%	94.5%	99.48%
Admin	KPI 006	% of overtime/expenses/ mileage claims processed accurately before the monthly Payroll deadline	94.33%	95%	100%
Admin	CS F 001	Administration services are provided during normal office hours or out of hours as prescribed by the service area.	Service Provided as prescribed by Service Area		
Finance Admin	KPI 001 a	Salary monitoring to be completed for each directorate by agreed dates each month.	Not previously measured	100.00%	95.00%
Finance Admin	KPI 002 a	BVPI8 - process all invoices received into invoice services team within 5 days of receipt	Not previously measured	95%	95.40%
Finance Admin	KPI 003 a	Process Debtors accounts within 3 days (for a period of 3 months pending review)	Not previously measured	95%	95.00%
Finance Admin	KPI 004	Listed reconciliations completed within agreed timescales.	73.00%	95%	99.00%
Finance Admin	KPI 005	Process all journals received (excluding cyclical recharges) in Accountancy team by 2pm on the same day	Not previously measured	90%	99.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

# Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
	a				
Finance Admin	KPI 006	Non-customer facing income to be processed in to cash receipting/cash management systems on same day as receipt and on the following day if received after 2pm	88.00%	95%	98.00%
Finance Admin	CS F 001	If the finance systems are not available to the finance staff and this leads to a significant deterioration in the functionality of the Financial Administration department, for one Contract Day	Systems unavailable for 1 Day		
ICT	KPI 001	Availability of Business Critical Applications in a given month must be no less than target	99.99%	99.75%	100.00%
ICT	KPI 002	Availability of the ICT Network that hosts business critical applications in a given month be no less than target	98.84%	99.75%	100.00%
ICT	KPI 003	Help Desk to resolve agreed percentage of tasks with agreed priorities/targets – <ul style="list-style-type: none"> <li>• Priority 1</li> </ul>	91.67%	90.00%	92.00%
ICT	KPI 004	Percentage of lost calls to the Help Desk must in a given month be no greater than target	<0.92%	<5%	2.04%
ICT	KPI 005	All calls to help desk to be answered within 20 Seconds	Not previously measured	80%	90.39%
ICT	KPI 006	Ability to recover from catastrophic failure of ICT that host critical business services consistent with the Council's BCP	100.00%	100%	100.00%
ICT	KPI 007	Ability of PABX to provide the public with telephony access to the Council	100.00%	99.65%	100.00%
Technical Services	KPI 001	Capital Projects: % of accepted Projects completed within 5% of the agreed programme dates	100.00%	95%	100.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

# Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
Technical Services	KPI 002	Capital Projects: % of accepted Projects completed within +/- 5% of agreed budget	100.00%	95%	100.00%
Technical Services	KPI 003	Capital Projects - Level of client and customer satisfaction with quality of completed projects	80.00%	85%	85.00%
Technical Services	KPI 004	(BVPI 156) Disabled Access % of identified premises suitable for and accessible to people with disabilities	90.00%	100%	100.00%
Technical Services	KPI 005	Building Maintenance - Completion of the Capital Repairs and Maintenance Programme in accordance with the agreed programme dates	100.00%	100%	100.00%
Technical Services	KPI 006	Building Maintenance - Completion of the Revenue Repairs and Maintenance Programmes in accordance with the agreed programme dates.	100.00%	100%	100.00%
Technical Services	KPI 007	Building Maintenance - Level of client and customer satisfaction with regards the quality, comfort, ambience and general maintenance of the premises and building fabric	Not previously measured	85%	85.00%
Technical Services	CS F 001	Ensuring sufficient resources available to enable the partner to deliver the services.			
Facilities Mgmt	KPI 001	Ensure that the Civic Campus is well maintained, fully operational and safe for occupation % of planned tasks undertaken, against tasks planned	100.00%	85%	100.00%
Facilities Mgmt	KPI 002	Number of repetitive customer complaints and % of repetitive calls to the help desk, against all calls to the help desk	Not previously measured	< 3%	1.10%
Facilities Mgmt	KPI 003	% of moves completed within agreed timescales and in line with agreed standards	100.00%	85%	100.00%
Facilities	KPI	Buildings are open and secured as required in accordance with	100.00%	100%	100.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

## Swindon Capita Partnership

## Appendix 1

### Schools Forum

Date: 22 January 2008

Service	No	Indicator	Baseline	07/08 Target	07/08 Projected Outturn
Mgmt	004	Security policy and Council opening hours.			
Facilities Mgmt	KPI 005	Cleaning % of quality spot checks to meet the overall requirements	Not previously measured	90%	100.00%
Facilities Mgmt	KPI 006	Grounds maintenance % of quality spot checks to meet the overall requirements	Not previously measured	90%	100.00%
Facilities Mgmt	KPI 007	Waste management: Timely removal of waste streams	100.00%	95%	100.00%
Facilities Mgmt	KPI 008	Catering: % of food delivered on time, to standard and to cost	100.00%	90%	100.00%
Facilities Mgmt	KPI 009	Tech admin support: Monthly reports to be accurate and delivered within 5 working days of the end of the month	100.00%	90%	100.00%

Further information on the subject of this report can be obtained from Patrick Weir on 01793 464934 or Email [pweir@swindon.gov.uk](mailto:pweir@swindon.gov.uk)

## Schools Block Budget Monitoring 2007/8

Schools Forum

22<sup>nd</sup> January 2008

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### **Purpose**

To provide Schools Forum with the latest budget monitoring information to the end of November 2007 in respect of the Schools Budget for 2007/8.

### **Recommendation**

The Schools Forum is requested to:

- Note the 2007/8 financial projections in respect of the Schools Budget for the current financial year.
- Ask the Group Director, Children Services to continue rigorous and robust monitoring of the Schools Block budget and to bring budget monitoring reports to future meetings of Schools Forum.

## **1. Reasons**

- 1.1 At the meeting of the Schools Forum in June a recommendation to receive monitoring reports on the schools block budget was agreed.
- 1.2 This report provides members of the Schools Forum with information on the projected outturn of the current years budget.

## **2. Detail**

- 2.1 The budget monitoring report as at end of November 2007 shows a projected year-end over spend of £141k. Appendix A provides a breakdown of the individual budget variations that make up this position.
- 2.2 The Schools Finance Regulations 2006 allow for the balance of Dedicated Schools Grant (DSG) at 31 March to be carried forward to the next financial year. If the projection for the year-end remains as an over spend at the end of the financial year this will mean that the over spend will be the first call on next years allocation of DSG.
- 2.3 The Schools Forum sub group met on 13 December 2007 to consider the budget proposals of the dedicated schools grant over the next 3 years. Based on the current pressures within the retained DSG and the impact of implementing the new school proposals the DSG for 2008/09 is showing a deficit of £348k, this assumes that the current years DSG will over spend

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Further information on the subject of this report can be obtained from Karen Murray on 01793 465794 or Email [kmurray@swindon.gov.uk](mailto:kmurray@swindon.gov.uk).

## Schools Block Budget Monitoring 2007/8

Schools Forum

22<sup>nd</sup> January 2008

by £250k. As you will see from appendix A the current forecast has improved, if this over spend materialises at year end then the revised deficit on the DSG for 2008/09 reduces from £348k to £241k. A separate report on the agenda provides details on the budget position for the next three years.

- 2.4 If the year-end position is an under spend then this will be carried forward and added to next years allocation of DSG.

### **Risk Management**

#### *Financial and Procurement Implications*

- The budgets and expenditure referred to within this report are all contained within the ring-fenced dedicated schools grant.

#### *Legal / Human Rights Implications*

- None

#### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- Promise 45 "We will make sure that schools will be at the heart of each community"

### **Consultees**

- The Director of Finance, and the Director of Law and Democratic Services are consulted on all reports.
- The Chair of the Schools Forum

### **Background Papers and Appendices**

- Appendix A – Children Services 2007/8 Revenue Budget Monitoring as at June 2007.

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Further information on the subject of this report can be obtained from Karen Murray on 01793 465794 or Email [kmurray@swindon.gov.uk](mailto:kmurray@swindon.gov.uk).



**Children Services 2007/08 Revenue Budget Monitoring as at November 2007**

<b><u>Variance</u></b>	<b><u>Explanation of current Dedicated Schools Grant forecast £141k overspend</u></b>
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<b>Schools Forum</b>	<b>Children Services Leadership Team</b>	
<b>£000's</b>		
<b>(217)</b>		<b>Children &amp; Young People</b>
	(51)	Hillside under spend of £25k on casual staff and £26k increased income due to high demand
	(118)	Pupil Referral Unit £30k under spend on salaries, £12k additional income due to increased number of pupils attending, unexpected £78k 06/07 rollover of grants, offset by £2k budget pressure on mileage.
	35	Therapy overspend of £35k, this budget is a demand led budget and is therefore, difficult to forecast an accurate year end position, current assumptions have been based on the outturn position for 2006/07
	(67)	Child And Mental Health Service – £90k bad debt recovered from 2004/05, £70k salary pressure offset by £47k saving against general supplies
	7	Primary Behaviour Support Team – costs of office relocation to Oaktree School £2k, mileage pressure £1k, £4k salary pressure due to unpaid maternity cover backdated to September 2006
	24	Great Western Hospital - £23k budget pressure against salaries (addressed in establishment for 2008/09), £1k mileage pressure
	4	Secondary Behaviour Support Team – Teaching Assistant salary costs have increased due to increase in number of pupils attending
	1	Home Tuition – pressure on mileage budget due to increased number of pupils
	6	Portage - £3k overspend on Teaching Assistant salaries and £3k shortfall in income from Wiltshire County Council. Portage are looking to contain these pressure.
	274	Special Education Needs Resource Allocation Panel – projected year end spend based on latest figures from Special Education Needs Admin Team
	20	Recoupment – contribution of Special Education Needs Admin Team for admin costs increased by £20k
	(353)	Out of Borough budget is currently under spending although due to the nature of the budget there is always a risk that the demand may increase during the year.
	1	Training Services to Pupils – freeze on expenditure
<b>359</b>		<b>Local Provision</b>

**Children Services 2007/08 Revenue Budget Monitoring as at November 2007**

<b><u>Variance</u></b>	<b><u>Explanation of current Dedicated Schools Grant forecast £141k overspend</u></b>
	<div>(1) Admissions Forum - non pay savings covering overspend on Admissions</div> <div>1 Admissions - overspend on temporary staff covered by under spend on Admissions Forum</div> <div>18 Oakfield Closure costs - to be funded from School Commitments budget</div> <div>(12) Trade Union Facilities – staff and non pay savings</div> <div>41 Supply Staff - holding account these costs are due to be recoded to schools by payroll</div> <div>38 Holding Account Exclusions - to be funded from School Commitments under spend</div> <div>(276) School Commitments - early redundancy saving plus staff supply and exclusion funding</div> <div>300 Isambard Set up costs – to be funded from Dedicated Schools Grant redundancy budget</div> <div>250 Additional costs of NNDR to be reported</div>
<b>(1)</b>	<b>Quality &amp; Standards</b>
	<div>(1) Travellers Children – unexpected Early Learning Credits allocation</div>

## Reform of Early Years Funding

Schools Forum

Date: 22 January 2008

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### Purpose

- Over the next two years and by 2010/11 at the latest local authorities are required to develop and introduce a single local formula for funding early years provision.
- As part of that process local authorities are required to report to their Schools Forum and relevant sub-group before the budget setting process for 2008/11.

### Recommendation

The Schools Forum is requested to:

- Consider the content of this report on Early Years Funding Reform in advance of considering the report on the Budget Proposals 2008/11 that is later on the agenda.
- Confirm that the work that is required next year on identifying a common approach to counting early years pupils and developing a single local funding formula be undertaken by officers with regular reporting to the Early Years Reference Group and the School Forum Sub Group.

## 1. Reasons

- 1.1 The Department for Children Schools and Families (DCSF) published on 13 September 2007 an explanatory note on 'School and Early Years Funding Arrangements for 2008/11'. In the explanatory note the Reform of Early Years Funding is detailed.
- 1.2 The Reform of Early Years Funding sets out a staged approach to the reform. The overall aim is to support better outcomes for children at age 5 and the extension of the free entitlement by September 2010:
  - 1.2.1 During the Autumn term Ministers required local authorities to carry out an analysis of the costs of Private, Voluntary and Independent (PVI) providers in their area and to present it to their Schools Forum and relevant sub group to inform the budget setting process for 2008/11 (see 2.1 below).
  - 1.2.2 Authorities that do not currently have representatives of the PVI sector on their Schools Forum are strongly encouraged to do so. Regulations have been changed to enable this to happen (see 2.4 below).

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Further information on the subject of this report can be obtained from Carmel Burton on 01793 466028 or Email [carmelburton@swindon.gov.uk](mailto:carmelburton@swindon.gov.uk).

# Reform of Early Years Funding

Schools Forum

Date: 22 January 2008

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- 1.2.3 From 2009/10 all local authorities will be required by regulations to change how children are counted in the maintained sector so that there is a consistent approach to pupil counting across the maintained and PVI providers.
- 1.2.4 From 2010/11 local authorities will be required to use a single local formula for funding early years provision in the maintained and PVI sectors. Local authorities will be encouraged to introduce the formula from April 2009 wherever possible.
- 1.2.5 From 2009/10 local authorities will be required to introduce the extended provision in the most disadvantaged parts of the authority.
- 1.2.6 From 2010/11 the extended and more flexible provision should be introduced across the whole of the authority.

## 2. Detail

### Cost of Provision

- 2.1 As part of the process of informing the budget setting process for 2008/11 School Forums must consider the 'published document' that covers the Reform of Early Years Funding in each local authority. The 'published document' for Swindon is attached at Appendix A.
- 2.2 The 'published document' provides an overview of the review process that has been undertaken and the results of that process together with the conclusions and recommendations. In Swindon the Early Years Reference Group (EYRG) made the following recommendations to the School Forum Sub Group:-
  - 2.2.1 Given the relatively minor difference between cost of provision in the voluntary and independent sector and the private sector the current funding mechanism that uses one rate per hour should continue rather than the introduction of differential rates.
  - 2.2.2 Given that the results of the survey showed little variance from the current level of funding per hour the current rate should continue however it should be subject to the minimum funding guarantee for each of the three years in the funding settlement. This means the recommended hourly rates for three and four year old education should be as follows:

	2007/8	2008/9	2009/10	2010/11
Rate per Hour	£3.52	£3.59	£3.67	£3.75

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Further information on the subject of this report can be obtained from Carmel Burton on 01793 466028 or Email [carmelburton@swindon.gov.uk](mailto:carmelburton@swindon.gov.uk).

# Reform of Early Years Funding

Schools Forum

Date: 22 January 2008

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- 2.3 At its' meeting on 13 December 2007 the School Forum Sub Group supported the recommendations from the EYRG in respect of the proposed hourly rates for the next three financial years and these have been included in the budget proposals accordingly.

## Membership of Schools Forum

- 2.4 The DCSF have amended regulations to include PVI representative on School Forums. A separate report on the agenda deals with the wider issue of membership on the Swindon Schools Forum and confirms the current role of the Early Years representative on the School Forum and also confirms the EYRG as a formal sub group of the Swindon Schools Forum.

## Consistent Pupil Count

- 2.5 From April 2009 all Local Authorities will be required to use a count of children for funding purposes that is consistent across the maintained and PVI sectors. The presumption will be that providers are funded according to the amount of provision children take up. To do this the DCSF will change the current presumption in school funding regulations that under-5s in the maintained sector are funded on places (that is where each child counts as either 1 or 0.5 regardless of the number of hours they actually access at the school). Instead, the presumption in regulations will be that under-5s in maintained settings are funded on 'provision' (that is hours taken-up). There will still be an option to fund some, but not all, settings on places. This approach will apply across the board. This means there will be an option to fund some PVI settings on places set out in the Code of Practice for non maintained early years provision.
- 2.6 One of the key drivers from the DCSF for this change is the plan to increase the flexibility of the free entitlement in response to the needs of parents and families. This includes enabling children to access their full entitlement at more than one setting – the current position on maintained funding restricts this in many local authorities or results in double funding. This change is also intended to ensure there is an incentive on all settings to stimulate full take-up of all the hours that children are entitled to – current data from the DCSF suggests that within the PVI sector 42% of three year olds do not access their full 12 and a half hour entitlement.
- 2.7 The new count will feed through into the calculation of the Minimum Funding Guarantee (MFG) for primary and nursery schools. However the DCSF recognise that for some schools - especially small or rural ones – using the new count could mean they do not get adequate protection from the MFG – their per pupil funding will be protected, but not their pupil numbers, which could be reduced by the new count method. The DCSF are unable to consider the impact of this at a national level therefore all

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Further information on the subject of this report can be obtained from Carmel Burton on 01793 466028 or Email [carmelburton@swindon.gov.uk](mailto:carmelburton@swindon.gov.uk).

# Reform of Early Years Funding

Schools Forum

Date: 22 January 2008

local authorities will be expected to conduct an impact assessment of the change on local schools and present this to their Schools Forum for discussion before the changes come into effect. This will take place during 2008/9.

## Single Local Funding Formula

- 2.8 The introduction of a single local formula for funding the free entitlement at local level is intended to ensure consistency and fairness in the way that all providers of free nursery education and care are funded. It does not necessarily mean that providers will all be funded at the same level, but that the same factors should be taken into account when deciding on the level of funding. Local authorities will need to have a consistent way of calculating the per pupil unit of funding in order to develop the pupil-led element of a formula.
- 2.9 The requirement to fund the free entitlement through a single formula will be reflected in the new Code of Practice on the provision of free nursery education places for 3 and 4 year olds (in relation to PVI providers), which will sit alongside the existing requirement in the regulations on school funding to use a formula to fund maintained settings. The requirement will come into effect from April 2010 but the DCSF are encouraging local authorities to introduce this change from 2009 wherever possible.
- 2.10 The process of identifying a single local funding formula for the free entitlement will take place during 2008/9. The option to introduce from April 2009 rather than April 2010 will be a factor to be considered by the Schools Forum at a future meeting.

## Extended and More Flexible Provision

- 2.11 The funding reforms set out above are designed to support the extension of the free entitlement and address historic inconsistencies in how different settings are funded, so that the system becomes fairer and more transparent and all children can receive free provision. The extended provision will take entitlement from the present 12.5 hours per week for 38 weeks to 15 hours per week for 38 weeks.
- 2.12 In the funding settlement that was announced on 12 November 2007 the DCSF notified local authorities of the amounts of standards fund that had been allocated to meet the extended and more flexible provision. The allocation for Swindon is shown in the table below.

	<b>2008/9 £000</b>	<b>2009/10 £000</b>	<b>2010/11 £000</b>
Early Years Standards Fund	0	234.75	979.71

Further information on the subject of this report can be obtained from Carmel Burton on 01793 466028 or Email [carmelburton@swindon.gov.uk](mailto:carmelburton@swindon.gov.uk).

# Reform of Early Years Funding

Schools Forum

Date: 22 January 2008

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- 2.13 The allocation in 2009/10 is designed to support the introduction of the extended and more flexible provision in the areas of greatest need within the Borough. The allocation in 2010/11 is designed to support the introduction of the extended and more flexible provision across the whole of the Borough.

## Alternative Options

- In accordance with the 2007 Regulations the Schools Forum may not amend the formula which determines the Individual School Budget (ISB) within a multi year funding period except under certain conditions set out in the Regulations.
- Local Authorities may supplement the DSG (and thus provide additional funding for schools) from their other resources. Like many local authorities Swindon does not provide additional resources to the DSG.

## Risk Management

### *Financial and Procurement Implications*

- Early years funding is met from the DSG that is a ring-fenced grant paid to local authorities that may only be used for the purposes laid down in legislation. At the year end any under or over spend must be carried forward to the following year (or in the case of an overspend may be met from other Council resources).
- Any change in the funding formula must be contained within the overall DSG allocation or other relevant grant for Swindon.

### *Legal / Human Rights Implications*

- There are potentially wide ranging social, environmental and staffing implications that arise as a consequence of the financial and service planning process. There are no direct legal or human rights implications that arise from this report.

### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- Promise 45 “ We will put schools at the heart of every community”.

## Consultees

The Director of Finance and the Director of Law and Democratic Services are consulted on all reports. All schools and education partners were consulted earlier this year on changes to the funding formula for Swindon schools.

## Background Papers and Appendices

- Appendix 1 – Published Document Early Years

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Further information on the subject of this report can be obtained from Carmel Burton on 01793 466028 or Email [carmelburton@swindon.gov.uk](mailto:carmelburton@swindon.gov.uk).

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## **Published Document: Early Years Funding Reform in Swindon LA**

### **Background**

In accordance with instructions laid down by the Department for Children Families and Schools (DCSF) local authorities are required to produce a published document regarding Early Years Funding Reform that covers:

- Key cost drivers taken into account for the analysis
- A description of the local private, voluntary and independent (PVI) market of providers highlighting the impact of different operating models on the cost of delivery
- An outline of the process and analysis undertaken by the authority
- Conclusions in the context of previous and planned spending on the free entitlement, child outcome measures, sufficiency and sustainability

This document is in support of the process of arriving at a single local formula for funding the free entitlement by 2010.

### **Key Cost Drivers**

The key cost drivers taken into account include:

Direct and indirect costs of provision

- Employees including agency staff and for childminders their own costs
- Premises – rent, rates, heating etc
- Transport
- Supplies and services – all bought in goods such as food, sundries
- Agency and contract services including legal and accounting
- Recharges including admin and head office costs
- Insurance
- Training
- Depreciation
- Inspections

Services Delivered

- Number of hours of child care provided
- Number of children
- Opening hours

### **Local PVI Market**

Within Swindon the free early years education for 3 and 4 year olds is delivered by a variety of providers:

- 14 Maintained Nurseries
- 17 Accredited Childminders
- 36 Private Providers
- 37 Voluntary Providers
- 1 Portage Service (provider specialising in Special Educational Needs)

## Process and Analysis

Within the PVI sector the process that was undertaken was based on the guidance received from the DCSF that had been prepared with input from the National Day Nurseries Association (NDNA) and the Pre-School Learning Alliance. Within Swindon this requirement was discussed initially with members of the Early Years Reference Group (EYRG) as a pilot study ahead of a first survey that took place between 10 September and 19 October 2007.

The results of the survey were presented to the EYRG at their meeting on 31 October 2007. When the EYRG considered the results of the survey they expressed concerns around the limited number of responses and the results arising from the questionnaire. Concerns over confidentiality were also raised. On the recommendations of this group a revised questionnaire was circulated that addressed these concerns. The results of the second survey were considered at a meeting of the EYRG on the 27 November 2007. At this meeting the first survey results and the combined results were also considered. The results are shown in the tables below.

Table 1 – Results of the First Survey

<b>Type of Provider</b>	<b>Number of Usable Responses</b>	<b>Number of Providers</b>	<b>Responses %</b>	<b>Average Cost per Hour</b>	<b>Weighted Average Cost per Hour</b>
Childminder	5	17	29.41	£1.33	£1.12
Private Day care & Sessional	8	36	22.22	£3.76	£2.87
Voluntary Sessional	19	37	51.35	£3.52	£3.27

Table 2 – Results of the Second Survey

<b>Type of Provider</b>	<b>Number of Usable Responses</b>	<b>Number of Providers</b>	<b>Responses %</b>	<b>Average Cost per Hour</b>	<b>Weighted Average Cost per Hour</b>
Childminder	0	17	0	0	0
Private Day care & Sessional	6 (all new)	36	16.66	£3.33	£2.14
Voluntary Sessional	12 (includes 2 new)	37	32.43	£3.47	£3.26

Table 3 – Combined Results

<b>Type of Provider</b>	<b>Number of Usable Responses</b>	<b>Number of Providers</b>	<b>Responses %</b>	<b>Average Cost per Hour</b>	<b>Weighted Average Cost per Hour</b>
Childminder	5	17	29.41	£1.33	£1.12
Private Day care & Sessional	14	36	38.88	£3.58	£2.56
Voluntary Sessional	21	37	56.75	£3.49	£3.24

Weighted figures were included to reflect the different staffing levels for the three age groups under 2, 2 years and 3- 4 year olds. However closer examination of the costs of providing care and education across the age groups revealed that the weighted figures did not reflect the true cost of provision. A child starting in a full day care setting as a baby usually stays until they start school and thus the costs for that child need to be seen over the whole time they attend. Additionally the early education cannot be seen to stand-alone. For many children there will also be care provided. The premises and staffing still needs to be available for all children and thus costs cannot be attributed to early education in isolation. It was therefore decided to use the unweighted figures as a more accurate measure of the cost of provision.

As childminders are self-employed, their returns showed an underestimate of their costs, as they included no recompense for their own time. This would be most accurately measured by the average hourly cost for a childminding place in Swindon, which is currently about £3.50.

Within the maintained sector an exercise to assess the levels of funding included in the funding formula for schools was undertaken earlier in the year at a time when the DCSF were considering implementing changes to early years funding sooner. Within Swindon the present funding methodology within the maintained sector differs from the PVI sector in that maintained nurseries are funded on a place basis not a per pupil basis. Schools with maintained nurseries receive funding for 26 full time places (52 part time places). The cash through the funding formula is the equivalent to the funding a PVI setting would receive for 47 part time 3 and 4 year olds. This is effectively the 'break even' number of pupils a maintained setting would need to receive the equivalent level of funding as a PVI setting if all settings were to be funded using the same pupil count process.

At a meeting of the Swindon Nursery Head teachers in May 2007 when they considered the results of the survey the expectation was that these changes were to be implemented from April 2008 and not by April 2010 as is the case now. Consequently Nursery Head teachers at the time supported the move to per pupil funding as in the PVI sector on the basis that a nursery subsidy be introduced for maintained nurseries to fund the difference between the number of pupils in a nursery and the break even number of 47 in cases

where there was need for that early years provision to continue. That need may be due to social issues in the particular area or lack of any other early years provision in an area. By introducing a subsidy it would be clear and transparent the level of additional funding being provided to a school to continue with the provision. Schools with more than 47 pupils in their nursery would benefit from receiving additional funding. A formal decision on these arrangements has not yet been taken nor been considered by the Schools Forum. The DCSF have made it a requirement to introduce the single funding formula by April 2010 but are encouraging the introduction by April 2009 where possible.

In light of guidance issued by the DCSF in September 2007 it will be necessary to carefully assess whether a subsidy as described above would be allowable just for the maintained sector.

As in the PVI sector in order to assess the actual costs within a maintained nursery compared to the funding received via the formula a separate survey of these settings was undertaken.

## **Conclusions**

At the meeting on 27 November the EYRG concluded that the results between the first survey and the second survey were not as dissimilar as first expected. The EYRG also agreed that once combined the hourly rates for the private and voluntary sectors showed that the difference between average costs per hour was not sufficient to warrant the introduction of different levels of funding in the future. The EYRG also concluded that the combined results were in line with the current funding level for the free provision (£3.52 an hour) and unanimously decided to recommend to the School Forum Sub Group and the School Forum that the current rate should be increased in line with the MFG for each of the next three years.

Swindon currently has a healthy mixed market of maintained, private and voluntary sector provision, which gives parents a choice of type of provision to meet their needs. Inspection results show that 56% of settings in the private and voluntary sectors are rated good or better. Only one is currently deemed to be inadequate. The recent sufficiency audit has demonstrated good levels of parental satisfaction. There is a good record on sustainability, leading to the avoidance of closures. All of this indicates a market that is working well. In the light of this and the available data a change to differential funding is not indicated.

There are no apparent reasons why a move to per pupil funding in both the maintained and PVI sectors could not be introduced by April 2009. For any maintained nurseries with less than 47 pupils that did not qualify for the proposed subsidy would be at risk of closure unless funding was directed from other parts of the school budget, this of course assumes that a subsidy is allowable in the format currently suggested. Funding directed from other parts of the school would have its own implications to the rest of the school. Nursery head teachers highlight the different regulations that apply to them

that result in the need to have higher costs, staff and ratios when compared to the PVI sector. This is illustrated by the results so far of the survey that show the average cost per hour of delivering nursery education in the maintained sector is around £6.00. However the DCSF are set to consider the harmonisation of the requirements across all sectors in respect of the staffing requirements. Further guidance is expected from the DCSF in due course.

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## 14-19 Diploma Provision 2008-2011

Schools Forum

22 January 2008

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### **Purpose**

- To inform the Schools Forum of the Department for Children Schools & Families (DCSF) requirements for 14-19 Diploma provision from April 2008 and to seek its recommendation for the Local Authority proposal for allocating the funding grant for the 14-19 Diploma programme from academic year 2008 -09.

### **Recommendation**

The Schools Forum is requested to:

- Recommend to the Local Authority the proposal that the DCSF grant to fund the Diploma programme is paid to the 14-19 Partnership and subsequently devolved to schools on the basis of diploma registrations
- Recommend to the Local Authority the proposal that the relevant proportion of the co-ordination, management and other central costs of the 14-19 Partnership are borne by the participating schools.

## **1. Reasons**

- 1.1 The DCSF published on 18<sup>th</sup> December 2008 its proposals for funding the Key Stage 4 (KS4) and 16-18 Diploma programmes from 2008 to 2011. The grant allocation to Swindon Borough Council is £394,451.
- 1.2 The DCSF have advised that local authorities should select a method of managing the Diploma programme and the grant funding for that programme from three options. The local authority proposes to employ the DCSF Option 2 for managing the funding grant, in which the grant will be held and paid out by the 14-19 Partnership.
- 1.3 The local authority proposes that participating schools should contribute an amount of no more than £23,000 a year per school for the co-ordination, management and other central costs of the 14-19 Partnership.

## **2. Detail**

- 2.1 The DCSF published proposals for the operation of the grant funding arrangements for the KS4 and 16-18 Diploma programme is attached at Appendix A. The Schools Forum should note in particular:
  - The purpose of the grant is to provide initial dedicated funding to support the additional costs of delivery of Diplomas at KS4 which cannot be met from mainstream funding;

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Further information on the subject of this report can be obtained from Martin Coles on 01793 465744 or Email [martincoles@swindon.gov.uk](mailto:martincoles@swindon.gov.uk).

## 14-19 Diploma Provision 2008-2011

Schools Forum

22 January 2008

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- The grant is designed to provide funding for delivery in academic years, not financial years;
  - The DCSF expectation is that funding already within the Dedicated Schools Grant baseline for KS4/Practical Learning should be used to support the Diploma programme;
  - The DCSF also expects that from 2009-10 schools will be able to make efficiency savings as the Diploma programme expands which can be used to contribute towards the costs
  - The grant allocated to Swindon includes an allocation for Swindon Academy;
  - Post 16 Diplomas will be funded through the Learning & Skills Council (LSC) new funding methodology;
  - Local Authorities must confirm to the DCSF the number of Diploma places to be taken up in September 2008 by Friday 29<sup>th</sup> February 2008.
- 2.2 The local authority proposed method for managing the grant funding is through DCSF Option 2, where the grant will be held and paid at 14-19 Partnership Level. Swindon Area Secondary Heads (SASH) came to no conclusion on their preferred option, but the 14-19 Strategic Leadership Group, which contains representation from the LSC, Schools, Connexions, Further Education (FE) colleges and the local authority, recommend Option 2.
- 2.3 In order to cover the management costs of the 14-19 Partnership it is proposed that participating schools contribute no more than £23,000 per school, on an academic year basis. The final cost will be determined when it is known which schools and colleges, including schools in Wiltshire and Swindon FE colleges, will participate in the scheme. The Schools Forum should note that SASH has endorsed this proposal.

### Alternative Options

- The Schools Forum may recommend that the distribution of the DCSF grant funding for Diplomas should be through one of the DCSF other Options, either (a) that the Diploma funds will be held by the 14-19 Partnership on behalf of the local authority, with school contributions top-sliced from schools budgets; or (b) that the total grant is delegated to participating schools who would arrange for provision and funding transfers directly between each other.

### Risk Management

#### *Financial and Procurement Implications*

- The DCSF funding grant will be specifically for the Diploma programme, and

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Further information on the subject of this report can be obtained from Martin Coles on 01793 465744 or Email [martincoles@swindon.gov.uk](mailto:martincoles@swindon.gov.uk).



## 14-19 Diploma Provision 2008-2011

Schools Forum

22 January 2008

further funding required will be from schools delegated budgets.

### *Legal / Human Rights Implications*

- There are none.

### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- Promise 45 "Schools will be at the heart of every community".

### **Consultees**

- The Director of Finance and the Director of Law and Corporate Governance are consulted on all reports.

### **Background Papers and Appendices**

- Appendix A – Guidance to Local Authorities and 14-19 Partnerships on Diploma Formula Grant: 2008-09

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## GUIDANCE TO LOCAL AUTHORITIES (LAs) AND 14-19 PARTNERSHIPS ON DIPLOMA FORMULA GRANT: 2008-09

### Introduction and summary

1. This note accompanies the notification to LAs of their initial allocation of Key Stage 4 (KS4) Diploma formula grant. It provides guidance on:
  - the background and purpose of the grant;
  - the scope of activities that can be funded through the grant;
  - the basis on which the grant has been calculated;
  - arrangements for validation by LAs of initial allocations;
  - payment arrangements including handling of under/overpayments;
  - options for distribution of the grant at LA level;
  - handling of Academies;
2. The note also sets out how the funding for Diplomas will be allocated to post-16 providers and how the actual funding calculations will work.

### Section 1: The KS4 Diploma Formula Grant

3. On 25 June Government announced funding arrangements to support collaboration between schools and partnership providers to deliver Diplomas at KS4 during their roll out period. This followed the conclusion of the early years, schools and 14-16 funding consultation.
4. The way the KS4 Diploma Formula Grant will work is:
  - Funding for 14-16 years olds taking Diplomas will be distributed to local authorities through a specific formula grant. The grant will take account of the number of Diploma lines being offered, take-up, the higher cost of provision in high wage areas and the additional costs in sparsely populated areas.
  - How that funding is used locally needs to be decided locally, and should build on existing successful partnership models. Effective partnership delivery of current applied learning indicates that it is best to keep some funding at a partnership level so that schools can draw on a central pool of funding, rather than meeting all Diploma costs from their delegated budget.
  - Charging for Diplomas should be based on a framework set out in the Learning & Skills Council (LSC) funding methodology at paragraph 37 to 44 of this note.
  - The expectation that schools will realise efficiency savings as Diploma provision rolls out – see paragraph 12, below.
5. Jon Coles' letter to Directors of Children's Services on 8 August provided further details of how the funding of practical learning opportunities at KS4, including Diplomas, would operate from next year, including the sources of funds we expect LAs and 14-19 partnerships to draw on to support roll out of Diplomas from 08/09 and an illustration of how we expected the Diploma grant to operate.

### Purpose and scope of the Diploma Formula Grant

## APPENDIX A

6. The purpose of the formula grant is to provide initial dedicated funding to support the additional costs of delivery of Diplomas at KS4 which cannot be met from mainstream funding. Costs which the grant can be used to fund include:

- a. those required for the direct delivery of Diplomas including additional costs of teaching and materials incurred by institutions in planning and delivering the curriculum
- b. costs associated with the provision of Diplomas for pupils in sparse areas including transport between providers within a Diploma consortium.

### **How the grant has been calculated**

#### Quantum of funds for the Diploma grant

7. Successful applications to the Diploma Gateway indicated that up 40,000 students will be studying for Diplomas in 08/09. Consortia providers are currently recruiting students and are unable to provide a detailed breakdown of the numbers and lines/levels pre and post 16. Therefore, for the purposes of calculating the size of Diploma grant pot for KS4, and the initial allocation for each LA in relation to their successful Gateway 1 application, we have assumed that all of the level 1, 77% of level 2 and none of level 3 Diplomas will be at KS4, totalling 25,000 places in all.

8. A key assumption behind the costings for the grant is that there will be additional costs incurred by the practical and applied elements of the learning. We have estimated that on average, based on costings of the first 5 Diploma lines using the LSC funding methodology, the Diploma grant should allow for an additional 150 guided learning hours per learner per year for practical and applied elements, equivalent to a day per week of learning away from the home school at a partnership provider. On this basis the average level of funding per Diploma place at KS4 is calculated as £1,000, requiring a total pot of £25m for the 25,000 places estimated in 08/09.

9. A further £3m has been allocated specifically for the first year of delivery only; £1.5m to provide a degree of headroom to allow LAs flexibility to address particular local cost issues, and £1.5m is held back to fund additional places identified by LAs (see para 18 below).

#### Formula used for distributing grant to LAs

10. The letter to DCSs of 8<sup>th</sup> August set out that levels of formula grant should take into account the number of places by Diploma line and level, the higher cost of provision in high cost areas (area cost adjustment), the additional costs in sparsely populated areas, and contributions from efficiency savings from school budgets from the displacement of existing provision by Diplomas. This was in line with the recommendations from the early years, schools and 14-16 funding consultation. The grant uses a flat amount per Diploma place weighted according to the mix of lines and levels of Diplomas being delivered, with a further weighting for area costs and sparsity.

11. The amount of funding per place by line/level of learning used in calculation of the Diploma grant for each authority is set out at annex A. In relation to the 'sparsity' factor a total of £0.5m has been set aside for inter-institutional travel (in addition to other separate funding available in this area). This figure is based on a basic

## APPENDIX A

allocation of £120 per pupil based in Local Authorities which are eligible for the sparsity factor over 38 weeks. More detail is provided at Annex A.

### Contributions from efficiency savings

12. Our modelling of costs for Diploma delivery at KS4 for the CSR years assumed that savings could be made when more than 20 students in a given school were taking Diplomas on the basis that at this point it was theoretically possible that an existing class would not be needed, leading to a saving in staff time. However a strong theme emerging from the consultation was that it will not be possible for schools to realise efficiency savings from Diplomas until whole classes are actually being displaced. We recognise that this is unlikely to happen in 08/09 given the relatively small numbers taking Diplomas, and their uneven spread across schools and Diploma lines and levels. For 08/09 therefore the calculation of Diploma grant does not assume a contribution from savings. However, we will expect schools to make savings in 2009/10 and beyond as take up of Diplomas becomes larger and more concentrated. Of course, eventually we are expecting the Diploma grant to be mainstreamed into the Dedicated Schools Grant (DSG)

### Use of earmarked DSG funding

13. As indicated in the letter to DCSs of 8<sup>th</sup> August we expect LAs and schools to continue to draw on £110m Dedicated Schools Grant funding earmarked in 07-08 to support practical and applied learning provision. These funds will continue to be in the DSG baseline for 08-09, uprated by 3.1% in line with the schools funding settlement announced on 12 November. In LA areas where consortia are delivering Diplomas in 08-09 and will be receiving Diploma grant, this funding could also be drawn on to support any exceptional local costs attaching to Diploma delivery which cannot be met from the Diploma grant allocation.

14. The earmarked DSG funding has already been allocated to local authorities. Some authorities have, with the agreement of the Schools Forum, held some or all of their allocation at local authority level to purchase practical learning provision on behalf of the local area; this seems to be very effective in developing coherent provision. Other local authorities have devolved these funds to schools through the Average Weighted Pupil Unit (AWPU) or other formula factors. Regardless of how the funding in DSG has been deployed, local authorities and schools are expected to use these allocations to support practical learning opportunities and Diplomas as they are rolled out in each area, subject to the Gateway process.

15. For 2008/9 LAs and their 14-19 Partnerships are developing provision of Diplomas alongside the current applied learning offer, including Young Apprenticeships, KS4 Engagement provision and courses developed through the former Increased Flexibility Programme. It is essential that all these strands are developed into a cohesive offer, with coordinated use of all available funding including those managed by LSC (the flexible learning and collaboration line of funding in the Statement of Priorities published in November 2007) those directed to LAs (including the area based grant for collaboration) as well as the £110m DSG earmarked for practical learning.

16. In all LA areas we expect the use of DSG funds to be discussed with the 14-19 partnership so that they align well with other sources of funding supporting the planning and delivery of 14-19 learning. In subsequent years we would expect an increasing proportion of these funds to be spent on Diplomas as local provision expands.

### Consortia covering more than one authority

17. Diploma grant funding is allocated to a LA in proportion to the projected number of pupils participating from schools within its boundaries i.e. funding is tied to the 'home' institution. In cases where consortia straddle more than one authority and pupils access diploma provision across authority boundaries the authorities concerned will need to agree appropriate recharging arrangements so that funding follows the learner.

### Final allocation of Diploma grant

18. This guidance notifies LAs concerned of their initial allocation of Diploma grant, based on the assumptions set out in para 10. The final allocation will be confirmed by the end of March on the basis of confirmation from LAs of the number of Diploma places at KS4 to be taken up by the end of February 2008. We have attached a pro forma for LAs to complete at Annex B

### Payment arrangements and handling over/under spends

19. The grant is designed to provide funding for delivery in the 08/09 academic year. Payment of formula grant will be made in instalments in September 08 and the following March 09.

20. Where actual recruitment exceeds the numbers of places confirmed by LAs the growth over projected numbers would be funded from the grant allocation for the following year. Where under recruitment happens:

- those authorities that under recruit in 08/09 should keep the funding for the pupils they have not recruited and use it for pupils in the following year
- for 09/10 the grant allocation for each authority that under recruited is simply reduced by the amount of grant they have had in 08/09 for pupils they have not recruited.

### **Delivery of funding to the front line**

21. Decisions on which option for distributing the formula grant to adopt at local level are for local discretion. These can be summarised as follows:

- **Option 1:** (the 'insurance' model) the Diploma funds will be held by the 14-19 partnership on behalf of the local authority. The contributions from cost reductions can be secured through a top slice of all participating schools' budgets either at an average rate or in direct proportion to numbers taking Diplomas in each school. All payments to Diploma providers within the consortium in respect of the additional costs of provision they are delivering will be arranged centrally by the partnership.
- **Option 2:** the grant would be held and paid at partnership level. Each school would need to make a contribution to partnership provision from their budgets, either at an average rate or in proportion to the provision purchased for their pupils. In this scenario the partnership would be responsible for paying the grant, and the 'home' school the required contribution from its AWPU.
- **Option 3:** the grant would be delegated to participating schools through an

## APPENDIX A

uplift to their AWPU proportionate to planned take up by numbers/line/level by their pupils. The uplift would be reduced to take account of the agreed contribution from the school's budget to the cost of provision. The total payment for Diploma provision would be made to partnership providers direct, and not through the 14-19 partnership.

22. In some cases it will be appropriate to build on well established arrangements – for example for the distribution of earmarked DSG for practical learning opportunities which translate well to the funding of Diplomas. In earlier guidance we have recommended that local authorities consider adopting the partnership level approach with the grant and other contributions being pooled and managed by the 14-19 partnership. However we are not expecting schools to be able to make savings arising from the new Diplomas in 2008-2009. So the schools' contribution under each of the options above, if required to meet costs not met from the formula grant, would be from funding in the DSG baseline for practical learning opportunities referred to at para 13 above.

23. Authorities will also need to determine their overall approach to funding transport, including whether to reserve a proportion of the formula grant/school contributions at area level for costs of travel that cannot be met from baseline funding. They will also need to allow in their planning of funding for Diplomas the clearance of proposals through the Schools Forum.

### Payment to consortium providers

24. It will be for LAs working with their 14-19 partnerships and with Diploma consortia to determine the funding requirement per Diploma place and the share of funds between consortium providers in proportion to their contribution to the Diploma programme. Costing of those elements of the Diploma programme which are not covered by mainstream funding as defined in paras 6 above, should be based on the LSC base funding rates and weightings as set out in this Diploma funding guidance and in the LSC funding rates document to be published on the LSC website by 22<sup>nd</sup> December 2007. This section provides separate SLN values for the different components of the Diploma which should facilitate the process of identifying elements eligible for additional funding and sharing funding between providers. It will be for local negotiation whether to include other factors within the LSC funding methodology which are particular to the learner and the institution to be included in their calculations of funding payable to consortium providers.

### Academies

25. Although the Department is moving to a general position whereby specific grants for academies are paid direct to academies by DCSF, it is considered that during the roll-out period, with a need for close collaboration between local authorities and participating schools, funding for diploma provision made by academies should flow through local authorities. Therefore, funding for pupils from academies taking up Diplomas in 08-09 will be included within the formula grant. The options for distribution of the formula grant by the authority – holding the grant at LA/partnership level or delegating it to the school in proportion to the numbers of pupils taking Diplomas – would apply equally to academies, except that if delegation of the specific formula grant is taking place for maintained schools, since authorities are not responsible for paying academies' budget shares the authority should pay the academy direct a sum equal to that which would have been included in the budget share had the academy been a maintained school.

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Note: Although academies' budgets are calculated on a lagged basis using the FY2007-08 local authority formula for AY2008/09, funding an uplift equal to the DSG increase for the authority for the 17 month gap is applied to academies' budget shares so that if funding via the AWPU or a factor for 'more practical learning options' has taken place for maintained schools, academies have effectively had the same funding.

### The process and timetable for Diploma grant allocations

26. To summarise, the overall process and timetable for Diploma grant allocations is:

- an initial notification of allocation to LAs based on the formula outlined at para 3 -4 above:
- consortia to confirm the likely numbers taking up Diploma places by line/level in their area – returns to be received by 29 February 2008
- Based on these returns we will adjust/confirm the final allocation for each authority – by end March 2008
- Actual payments would be made in instalments in September 08 and the following March.

### **Action required by LAs**

LAs are asked to provide details of Diploma places at KS4 to be offered on the proforma attached by 29 February 2008.



## **Section 2: Funding the Diplomas 16-18**

27. Post 16, funding for Diplomas will flow through the LSC's new funding methodology. This section outlines:

- how funding is calculated
- how funding will flow to providers
- how data will be used to inform funding and success rates.

### **Background**

28. In September 2008 an estimated 15,000 learners will commence Diplomas with post-16 providers (schools/colleges and Independent Providers) across over 90 Local Authority areas.

29. The LSC's demand-led funding methodology is also being introduced on the same timescale. This will introduce the Standard Learner Number (SLN) as the measure of size for qualifications for funding purposes and the provider factor as the means by which various cost weightings will be applied. The model and funding methodology are described in '*The 16-18, Adult Learner- and Employer-responsive Funding Models*' available at [www.lsc.gov.uk/providers/funding\\_policy/strategicoverview](http://www.lsc.gov.uk/providers/funding_policy/strategicoverview). Diploma funding is also co-ordinated with development of the new Qualification and Credit Framework (QCF) for when it becomes operational in 2008.

### **Summary**

30. Every effort has been made to co-ordinate funding rates and criteria between pre-16 and post-16 delivery. The principles that will apply to Diploma funding post 16 are:

- The standard LSC funding methodology is used, for simplification and standardisation
- The programme weightings that apply are those used for further education because of the vocational nature of the Diploma
- Funding will be allocated to and flow through the learner's **home provider**
- Success rates will be calculated for achievement of the whole Diploma
- Funding will be calculated based on the individual component learning aims.

### **How funding is calculated**

31. Each Diploma is made up of a number of component learning aims. To achieve the overall Diploma qualification learners will need to pass all of the required components. To ensure funding paid reflects a learner's actual programme, each component learning aim is funded separately, as it would be if a learner did a number of A levels or a mixture of qualifications.

32. Funding will be calculated for each learning aim using the LSC's new standard Demand-led funding methodology. This means that each component of the Diploma will be allocated a Standard Learner Number (SLN). This is based on guided learning hours (glh) and represents the size of the learning aim and therefore the amount of funding available for that aim. In addition to the SLN for individual learning aims an additional 0.133 SLN (60glh) is added for embedded Personal Learning and Thinking Skills. To contribute to the additional costs of collaboration and work

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experience an additional allowance of 0.066 SLNs at Foundation Level; 0.088 SLNs at Higher Level 0.120 SLNs at Advanced Level is added when the learner registers for the whole Diploma. Table 1 gives a breakdown the SLN values, which have now been confirmed, for each component and Diploma level.

33. Funding for learners taking the whole Diploma will therefore be based on the total SLN of all the aims the learner is taking.

**Table 1 Diploma Component SLN Values**

Learning Aim	Level 1		Level 2		Level 3	
	glh	SLN	glh	SLN	glh	SLN
Principal Learning	240	0.533	420	0.933	540	1.2
Functional Skills	120	0.266	80	0.177	0	0
Project	60	0.133	60	0.133	120	0.266
Additional/Specialist Learning	120	0.266	180	0.4	360	0.8
Personal Learning and Thinking Skills (PLTS)	60	0.133	60	0.133	60	0.133
Costs of collaboration	30	0.066	40	0.088	54	0.120
<b>Total</b>	<b>630</b>	<b>1.4</b>	<b>840</b>	<b>1.866</b>	<b>1134</b>	<b>2.52</b>

Totals may not sum due to rounding

34. The total SLN will then be multiplied by the standard national rate per SLN and the home provider's provider factor. This is a factor which takes into account the provider's mix of programmes, level of disadvantage, success rates and area costs. Application of the 'provider factor' will result in bespoke rates for each provider based on their individual provider characteristics. Full details of the provider factor can be found in the Technical Annex to '*The 16-18, Adult Learner- and Employer-responsive Models*'.

35. To provide a guide to the average rates this will produce for each Diploma line and level, a table of indicative rates will be published on the LSC website in January. Example 1 below demonstrates how the SLN would be calculated for a school sixth form delivering a Level 3 Advanced Diploma.

### Example 1 School Sixth Form Delivering the Advanced Diploma

Principal Learning	1.2	SLN
Functional Skills (Already achieved)	0	SLN
Project	0.266	SLN
Additional/Specialist Learning	0.8	SLN
Personal Learning and Thinking Skills (PLTS)	0.133	SLN
Costs of collaboration	0.12	SLN
<b>Total SLN</b>	<b>2.52</b>	<b>SLN</b>

The national formula is then applied.

SLN x National Rate for Schools per SLN (Provisional) x Provider Factor  
(Average for School Sixth Forms has been used)

This would result in funding of:

$$2.52 \text{ SLN} \times \text{£}2,945 \times 1.0227 = \text{£}7,590 \text{ over 2 years}$$

$$\text{or } \text{£}3,795 \text{ (1.26 SLN) per year}$$

Funding for Functional Skills would be outside the Diploma funding if they have not already been achieved.

36. There are a number of important factors to be aware of when considering how this funding works.

- a. The LSC will not fund more than 1.75 SLNs per learner in any one year.
- b. The PLTS costs and the costs of collaboration will be linked to the Diploma; therefore learners completing individual learning aims without registering for the Diploma will not qualify for these payments.
- c. Funding for the 'entitlement curriculum 0.025 SLN (114glh per year) will apply to Diploma students. It will however contribute to the calculation of the funding cap which is set at 1.75 SLN. There is likely to be some overlap between Diploma and entitlement funding, for example in the area of PLTS. Any savings made in time or resource could possibly contribute further to collaboration and work experience.
- d. The programme weighting for Diplomas will be taken into account within the 'home' provider's 'provider factor'. The Diploma weightings used are based on the six FE programme weightings.
- e. Given the significance of success rates in the funding calculation consortia will need to consider whether all the funding should be paid on the learning process, or if some should be attached to completion.

### **How funding will flow to providers**

37. Allocations for Diplomas will be made in SLN terms. In many cases these SLNs will replace the SLNs that would have been allocated for predecessor programmes. Where the Diplomas will extend the size of programmes for existing learners the provider will need to discuss this with their local partnership team so that any change to SLNs can be agreed. Where Diploma provision will result in increased learner numbers (i.e. they will be taken by learners that would not otherwise be participating) then an increase in learner numbers and therefore SLNs will again need to be discussed with the local partnership team.

38. These discussions will result in an agreed allocation of SLNs, which when multiplied by the national rate for the type of provider and home provider factor, will produce the allocated budget.

39. Allocations will only be made to the learner's home provider. This is the school/college or provider where the learner is registered for the whole of their post-16 programme. The provider must be a member of a formally approved Diploma consortium that has successfully completed the gateway process. Learners from outside the consortium may not access the Diploma at this stage. Learners will only be funded if they are registered for the Diploma by their home institution.

40. Where learners are taking any part of their Diploma with another provider within the Diploma consortium, the home provider is required to fund this learning from their Diploma allocation. The learning may be whole learning aims, e.g. principal learning or specific elements of a learning aim, e.g. the applied aspects of principal learning. It is important to note that the actual funding received by the home provider will be based on their Provider Factor so will not match exactly the rates given on the LSC web site.

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41. The exact purchasing arrangements for off site delivery are for local discretion and will need to be agreed at consortium and 14-19 partnership level. However the following guidelines are offered as a starting point.

- The published LSC rates should always be the starting point
- Each Diploma component learning aim has an allocated SLN value which should be used when purchasing the whole component learning aim.
- When purchasing elements of an individual learning aim then this should be done based on the proportion of the overall SLN/glh to be delivered by the Diploma consortium partner.
- Other factors to be considered locally may include:
  - Which provider's premises are to be used
  - Proportion of learning that is workshop, laboratory or classroom based
  - Whether quid pro-quo arrangements would save additional costs and bureaucracy
  - The programme weighting of the learning aim to be purchased
  - The impact of success rates on funding and if any funding should be withheld until the qualifications are achieved.

42. As described in paragraph 32 above the funding for Diplomas includes an uplift of 5% to contribute towards the costs of collaboration and work experience, these funds are attached to the Diploma learning aim and paid to the home provider. As in pre-16 funding it is strongly recommended that these funds are pooled to cover the additional costs of collaboration such as joint timetabling, employer engagement and health and safety. This reflects successful practice established through the evaluation of 14-19 pathfinders and schools organisation pilots.

43. The baseline calculation for purchasing components of the Diploma should start with the LSC published SLN values and programme weightings. This baseline calculation is demonstrated in example 2 below. Consortia will then need to agree local rates for delivery to reflect local circumstances.

44. Schools and colleges will have bespoke rates because of their different provider factors and the different national rates. Therefore using a purely formulaic approach may not always lead to a fair allocation between consortia members i.e. where programme weighting for the off site delivery are higher than that recognised in the schools provider factor. Consortia will therefore need to agree their local approach and allow for the circumstances listed at paragraph 41 above. The example below suggests one method of reflecting performance in calculations; consortia are of course free to develop other methods of doing so.

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### Example 2: Advanced Diploma Funding where a consortium member delivers the Principal Learning

Advanced Diploma in IT using Schools Funding Rate (From example 1)	2.52 SLN	£7,590
Principal Learning Purchased at college rates, with Allowance for 80% success rate	1.2 SLN	£3,459 <sup>1</sup>
Contribution to collaboration and work experience	0.12 SLN	£353 <sup>2</sup>
Remaining funding for home school	1.2 SLN	£3,778 <sup>3</sup>

<sup>1</sup> 1.2 SLN x National SLN Base Rate x Programme weighting of 1.12. -10% for success rate of 80%

= 1.2 x £2,860 x 1.12 x 0.9= £3,459. This assumes an 80% success rate.

<sup>2</sup> = 0.12 SLN x National Base Rate x Programme weighting of 1

= 0.12 x £2,945 x 1 = £353

<sup>3</sup> This may be lower than the value of the Principal Learning because of the relative Programme Weightings

### How will data be used to inform funding and success rates?

45. Home providers are required to record on the school census/ILR the Learning Aim Reference of the Diploma the learner is following. These can be found on the LSCs Learning Aims Database (LAD) at [www.lsc.gov.uk/provider/lad/](http://www.lsc.gov.uk/provider/lad/).

46. This information will be used for three purposes:

- It will inform the Diploma success rate of the home school or college. The learner will need to successfully complete the full Diploma to be counted as a success within the success rate methodology
- It will record the learner as qualifying for the SLN values attributed to the PLTS and the collaborative costs for that Diploma
- It will be used for evaluation.

47. In addition each individual learning aim will need to be registered by Learning Aim Reference on the school census/ILR. This will ensure that each learner is funded only for the learning that they register for. For example a learner may have already completed the Additional and Specialist Learning and therefore not need to complete this component. In this case this learning aim is simply not recorded and no funding will be paid for that aim.

48. This will become increasingly the case as learner's progress from one level of Diploma to another and when Functional Skills are achieved by virtue of completing a GCSEs programme of study from 2010/11 onwards.

49. It will also be the case that qualifications that make up the Additional and Specialist Learning component will vary in size and it would not be appropriate to fund a learner doing the minimum necessary the same as a learner that is doing a much larger qualification perhaps with a high programme weighting.

## APPENDIX A

50. This learner aim level data will also be used in evaluation but will not inform success rates as these are based on achieving the full Diploma.

51. The Diploma level success rates and the aggregate programme weighting will inform the provider factor for the following years and therefore funding will increase where success rates improve or high cost learning takes place.

### Further Information

52. Advice on curriculum/specification issues is available from QCA at: [www.qca.org.uk/Diploma](http://www.qca.org.uk/Diploma).

53. Diploma funding rates will be available in *LSC Funding Guidance 2008/09 – Funding Rates 2008/09* by 22<sup>nd</sup> December 2008 along side the demand-led funding methodology which is described in *The 16-18, Adult Learner- and Employer Responsive Funding Models* are available at [www.lsc.gov.uk/providers/funding\\_policy/strategicoverview](http://www.lsc.gov.uk/providers/funding_policy/strategicoverview).

54. The evaluation of 14-19 pathfinders and the school organisation pilots are available at <http://www.dfes.gov.uk/14-19/index.cfm?sid=1>.

55. Further queries should be addressed to your named contact at the Local Partnership Team.

56. The paper which presents the initial findings of a project which aims to outline some of the main challenges faced by rural areas in delivering Diplomas is available at: <http://www.dfes.gov.uk/14-19/index.cfm?sid=27&pid=360&ctype=TEXT&ptype=Single>

57. The initial report into the evaluation of the Funding and Organisation pilots, including examples of transport arrangements and use of DSG is available at <http://www.dfes.gov.uk/14-19/index.cfm?sid=43&pid=363&ctype=TEXT&ptype=Single>.

# APPENDIX A

## Annex A

The suggested relative weights for the lines available from 2008, based on the LSC analysis of diploma costs, are set out in the following table. The basic level of funding to be allocated via the specific formula grant in 2008-09 has been set at £700 per place for the diploma line and level with the lowest LSC calculated cost.

Diploma line	Level	Amount per place excluding ACA (rounded to nearest £)
Engineering	Level 1	<b>£910</b>
	Level 2	<b>£1,215</b>
Health and Social Care	Level 1	<b>£784</b>
	Level 2	<b>£1,047</b>
Construction	Level 1	<b>£910</b>
	Level 2	<b>£1,215</b>
IT	Level 1	<b>£700</b>
	Level 2	<b>£1,047</b>
Creative and Media	Level 1	<b>£700</b>
	<b>Level 2</b>	<b>£1,047</b>

LSC funding of diplomas will not be based on this whole diploma rate, but will use separate amounts for the various components of the diplomas. Funding for each learner will be based on the base rate multiplied by the Provider Factor therefore each post 16 provider will have a bespoke rate for their provision. The following diagram illustrates (for an example diploma) the various components of a diploma course and their relative size.

### Example Showing the Components of a Diploma - Foundation Diploma 600 GLH (Level 1)

Principal Learning Total 240 GLH  50% Applied Learning		Generic Learning Functional Skills English, Maths, ICT  120 GLH Project  60 GLH	Additional and Specialist Learning  120 GLH
60 GLH*	180 GLH		
Personal Learning and Thinking Skills			60 GLH

\*Consideration is being given to learners choosing to specialise further within a sector or broaden their studies by selecting Principal Learning in another line of learning

Based on these weights and the assumed diploma numbers, the total grant that would be paid is £26.5 million (with a further £1.5 million held back to fund additional places identified by LAs). It should be noted that this is clearly dependent on the number of diploma places by specific lines and levels as set out in the Annex.

### Sparsity factor

The number of pupils in sparse areas has been estimated by multiplying the number

## APPENDIX A

of pupils by the sparsity indicator for the authority. For example, for an authority with a sparsity of '1' every pupil would be deemed to be from a sparse area, but if the indicator is 0.2, then 20% of the pupils are considered to be from sparse areas.

One of the issues considered in designing a sparsity indicator for the first year of the Diploma grant is that within an authority, diploma provision may only be provided in a single specific area. This raises the question of whether an authority-wide sparsity indicator should be used or a more detailed indicator should be considered in the formula, focusing on the areas where diploma places are actually being provided. For the purposes of simplicity and transparency authority level indicators have been used for 2008-09.



## APPENDIX A

## Annex B

### **Number of Diploma places to be taken up in September 2008**

Local Authority name:	
Completed by:	
Name:	
Email or Telephone number:	

[illegible]

Please return to:

**Sarah Todd**  
**Department for Children, Schools and Families**  
**E3a**  
**Moorfoot**  
**Sheffield**  
**S1 4PQ**

Or [Sarah.Todd@dcsf.gsi.gov.uk](mailto:Sarah.Todd@dcsf.gsi.gov.uk)

**Deadline for Returns: Friday 29<sup>th</sup> February 2008**

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Diploma formula grant calculation  
Number of pupils and level of funding

		Level of funding per pupil									
		957.21	1,277.95	736.30	957.21	957.21	1,277.95	824.74	1,101.07	824.74	1,101.07
DCLG ACCT Ref	LEA No L A Name	Assumed number of KS4 Diploma places									
		Assumed					Assumed				
		14-16 Const level 1	14-16 Const level 2	14-16 Cr&Med level 1	14-16 Cr&Med level 2	14-16 Eng level 1	14-16 Eng level 2	14-16 H&SC level 1	14-16 H&SC level 2	14-16 IT level 1	14-16 IT level 2
R624	841	0	0	0	0	0	0	0	0	0	0
R637	845	50	35	15	15	30	19	15	12	55	58
R625	846	0	0	0	0	0	0	153	154	0	0
R638	850	63	49	0	0	40	31	0	0	99	79
R626	851	0	0	0	0	0	0	0	0	0	0
R627	852	0	0	0	0	0	0	0	0	0	0
R639	855	0	0	20	31	64	66	0	0	0	0
R628	856	0	0	0	0	0	0	0	0	0	0
R629	857	0	0	20	31	0	0	0	0	0	0
R640	860	36	28	0	0	20	15	40	31	130	108
R630	861	35	27	0	0	30	23	0	0	45	35
R641	865	0	0	62	54	0	0	0	0	0	0
R631	866	40	23	70	116	50	77	0	0	0	0
R642	867	0	0	0	0	0	0	0	0	0	0
R646	868	0	0	0	0	0	0	0	0	0	0
R643	869	0	0	0	0	0	0	0	0	0	0
R644	870	45	58	45	54	15	19	46	62	80	73
R645	871	0	0	0	0	0	0	0	0	0	0
R647	872	0	0	0	0	0	0	0	0	0	0
R663	873	0	0	79	76	0	0	0	0	0	0
R649	874	0	0	0	0	0	0	0	0	0	0
R664	875	0	0	50	39	96	102	15	27	0	0
R650	876	15	12	0	0	0	0	0	0	0	0
R651	877	0	0	0	0	0	0	60	46	0	0
R665	878	0	0	0	0	0	0	0	0	0	0
R652	879	120	92	0	0	70	85	101	117	0	0
R653	880	0	0	20	15	0	0	0	0	0	0
R666	881	0	0	0	0	0	0	0	0	0	0
R654	882	0	0	90	200	0	0	0	0	0	0
R655	883	0	0	0	0	0	0	0	0	0	0
R656	884	0	0	0	0	0	0	0	0	0	0

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**Diploma formula grant calculation**  
**Number of pupils and level of funding**

"Per pupil" sparsity amount  

120.00

DCLG ACCT Ref	LEA No LName	Assumed KS4 Diploma places				Total assumed 14-16 level 1	Total assumed 14-16 level 2	Total assumed 14-16 diploma places	Base diploma funding	Sparsity value	Sparsity top-up	ACA factor	Total allocation
		assumed 14-16 level 1	assumed 14-16 level 2	assumed 14-16 level 2	assumed 14-16 level 2								
R624	841			0	0	0	0	0	0	0.26045	0	1	0
R637	845	165	139	139	139	165	304	304	305,795	0.29055	10,599	1.0129	320,476
R625	846	153	154	154	154	153	307	307	295,750	0	0	1.0129	299,565
R638	850	202	159	159	159	202	361	361	369,462	0.3156	13,672	1.0448	400,299
R626	851	0	0	0	0	0	0	0	0	0	0	1.0448	0
R627	852	0	0	0	0	0	0	0	0	0	0	1.0448	0
R639	855	84	97	97	97	84	181	181	190,006	0.33635	7,306	1.0098	199,245
R628	856	0	0	0	0	0	0	0	0	0	0	1.0098	0
R629	857	20	31	31	31	20	51	51	44,400	1.1963	7,321	1.0098	52,228
R640	860	226	182	182	182	226	408	408	401,810	0.3236	15,843	1	417,654
R630	861	110	85	85	85	110	195	195	201,767	0	0	1	201,767
R641	865	62	54	54	54	62	116	116	97,340	0.8101	11,277	1.0311	111,995
R631	866	160	216	216	216	160	376	376	376,521	0.1337	6,033	1.0311	394,451
R642	867	0	0	0	0	0	0	0	0	0.1618	0	1.135	0
R646	868	0	0	0	0	0	0	0	0	0.2182	0	1.135	0
R643	869	0	0	0	0	0	0	0	0	0.5542	0	1.1314	0
R644	870	231	266	266	266	231	497	497	493,219	0	0	1.1314	558,028
R645	871	0	0	0	0	0	0	0	0	0	0	1.135	0
R647	872	0	0	0	0	0	0	0	0	0.1579	0	1.1314	0
R663	873	79	76	76	76	79	155	155	130,916	0.63315	11,777	1.049	149,684
R649	874	0	0	0	0	0	0	0	0	0.1449	0	1.049	0
R664	875	161	168	168	168	161	329	329	338,489	0.3262	12,878	1.008	354,179
R650	876	15	12	12	12	15	27	27	29,694	0.0491	159	1.008	30,091
R651	877	60	46	46	46	60	106	106	100,134	0.0446	567	1.008	101,507
R665	878	0	0	0	0	0	0	0	0	0.9307	0	1	0
R652	879	291	294	294	294	291	585	585	620,191	0	0	1	620,191
R653	880	20	15	15	15	20	35	35	29,084	0	0	1	29,084
R666	881	0	0	0	0	0	0	0	0	0.2877	0	1.0376	0
R654	882	90	200	200	200	90	290	290	257,709	0	0	1.0183	262,425
R655	883	0	0	0	0	0	0	0	0	0.1239	0	1.0779	0
R656	884	0	0	0	0	0	0	0	0	1.31165	0	1	0

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## Schools Block Budget 2008-11

Schools Forum

Date: 22 January 2008

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### **Purpose**

- In accordance with the School Finance Regulations 2007 (the 2007 Regulations), Local Authorities are required to consult with their Schools Forum on their proposals regarding the Schools Budget. Recommendations of the Forum will be presented for endorsement to the Children and Young People's Partnership Board (CYPPB) at its meeting on 27 March 2008.

### **Recommendation**

The Schools Forum is requested to:

- Consider the proposed components of the overall Schools Budget in light of the Government's announcements of Dedicated Schools Grant (DSG) and other specific grants, and make recommendations to the CYPPB as appropriate.

## **1. Reasons**

- 1.1 Provisional allocations of DSG have now been received from the DCSF (Department for Children, Schools and Families) to cover the period April 2008 to March 2011. This is the first three-year funding settlement for Education and Schools. The items that the DSG can be spent on are prescribed by legislation and primarily represent funding for maintained schools, although certain centrally retained items are also included. It is a requirement that the Schools Forum is consulted on the allocation of the DSG for the funding period from April 2008 to March 2011.

## **2. Detail**

### **2.1 Early Years**

A report earlier on the agenda outlined the Early Years Funding reform that is currently taking place. It is a requirement set down by the Department for Children Schools & Families (DCSF) that Schools Forums consider the Early Years Funding reform before agreeing budget proposals for the 3-year funding period 2008/11. The recommendations of the School Forum sub group that in turn have come from the Early Years reference group are factored into the budget proposals that are within this report.

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Further information on the subject of this report can be obtained from Karen Murray on 01793 465794 or Email [kmurray@swindon.gov.uk](mailto:kmurray@swindon.gov.uk).

# Schools Block Budget 2008-11

Schools Forum

Date: 22 January 2008

## 2.2 Allocation of DSG

On the 12 November 2007 the DCSF announced provisional allocations of DSG. The following table shows the allocation for Swindon over the 3-year funding period compared to the average increase nationally and the allocation received in the current financial year.

	2007/8 £	2008/9 £	2009/10 £	2010/11 £
Swindon DSG per pupil	3,596.89	3,774.89	3,912.80	4,078.73
Increase on previous year	219.10	178.00	137.91	165.93
Increase %	6.49%	4.95%	3.65%	4.24%
Assumed efficiency	0.00%	1.00%	1.00%	1.00%
Minimum Funding Guarantee	3.70%	2.10%	2.10%	2.10%
Basic increase all authorities		3.10%	2.90%	2.90%
Ministerial Priorities		1.50%	0.80%	1.40%
Average Increase		4.60%	3.70%	4.30%

In the first year of the three-year settlement Swindon receives an allocation slightly above the national average. In the second and third years the allocation for Swindon is slightly below the average. Overall the uplifts in each of the 3 years of this settlement is considerably less than the increases in education funding that have been seen in the last few years. In cash terms the increase based on pupil numbers taken from the Autumn 2007 pupil census is £2.449m. This allocation includes £1.840m for the Ministerial priorities of personalised learning, pockets of deprivation and making full time provision for excluded pupils from day 6. The final DSG will be based on pupil numbers taken from January 2008 Pupil Level Annual School Census (PLASC).

The DCSF have set the minimum funding guarantee (MFG) at 2.1% for each of the three years for this funding settlement. This means that schools will receive a minimum increase in their per pupil funding of 2.1%. Within this settlement the DCSF have assumed that there are efficiencies that can be made within schools and other parts of the budget that are supported by DSG of 1% per year across the funding period. In cash terms this is equivalent to approximately £7k in an average primary school and £40k for an average secondary school.

## 2.3 Budget Proposals 2008/9, 2009/10, 2010/11

The School Forum sub-group met on 13 December 2007 to consider proposals for spending the Council's allocation of DSG from 2008/9 to

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Further information on the subject of this report can be obtained from Karen Murray on 01793 465794 or Email [kmurray@swindon.gov.uk](mailto:kmurray@swindon.gov.uk).



## Schools Block Budget 2008-11

Schools Forum

Date: 22 January 2008

2010/11. The following table provides a summary of the current budget position that was considered by the School Forum Sub Group in respect of the use of the DSG for 2008/9, 2009/10 and 2010/11.

	2008/9 £m	2009/10 £m	2010/11 £m
Increase in DSG	2.449	4.292	5.044
Balance Brought Forward	0.250	0.348	-0.698
Ministerial Priorities – Personalised learning and Special Educational Needs	1.276	0.799	1.476
Ministerial Priorities – Pockets of deprivation	0.564	0	0
Ministerial Priorities – full time provision from day 6	0.027	0	0
Other changes to school budgets	1.535	1,904	2,476
Increase in Learning & Skills Council and retained Standards Fund	-0.080	-0.082	-0.084
Retained DSG pressures / savings	-0.775	0.625	0.282
Balance Carried Forward	-0.348	0.698	1.592

Appendix A provides a break down of the figures shown in the table above. School formula budgets have been updated with the most up to date information taken from the autumn pupil census and the resulting changes are the differences for the component parts of the current years budget and the forecast cost of that element of the budget for next year.

At this stage further work is required to arrive at a balanced budget position for 2008/9. Work will be undertaken between now and the 22 January 2008 and an updated position will be presented at the meeting.

Appendix B provides a break down on a school-by-school basis of the budget allocation for each school for each of the three years in the funding settlement. The budget allocations for each school at this stage are draft since they are based on school census data taken from autumn 2007 and will be updated with school census data from January 2008 when it becomes available. The school formula budgets are also subject to final approval by the Secretary of State.

### 2.4 Standards Fund Proposals 2008/9, 2009/10, 2010/11

At the meeting of the School Forum sub-group on 13 December 2007 the allocation of standards fund was also considered. The recommendations from the School Forum sub group in respect of the allocation of standards fund for the three years covered by the funding settlement are attached at

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Further information on the subject of this report can be obtained from Karen Murray on 01793 465794 or Email [kmurray@swindon.gov.uk](mailto:kmurray@swindon.gov.uk).

# Schools Block Budget 2008-11

Schools Forum

Date: 22 January 2008

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Appendix C. Further information on the School Lunch Grant will be available at the meeting.

## Alternative Options

- In accordance with the 2007 Regulations the Schools Forum may not amend the formula which determines the Individual School Budget (ISB) within a multi year funding period except under certain conditions set out in the Regulations.
- Amendments to Schools Block proposed budgets (other than the ISB) may not contravene the central expenditure limits determined by the 2007 Regulations.
- Local Authorities may supplement the DSG (and thus provide additional funding for schools) from their other resources. Like many local authorities Swindon does not provide additional resources to the DSG.

## Risk Management

### *Financial and Procurement Implications*

- The DSG is a ring-fenced grant to local authorities that may only be used for the purposes laid down in legislation. At the year end any under or over spend must be carried forward to the following year (or in the case of an overspend may be met from other Council resources).
- The draft schools budget for 2008-11 has been calculated using estimated pupil numbers. Any significant change when actual pupil numbers are known could result in this under or over spend.

### *Legal / Human Rights Implications*

- There are potentially wide ranging social, environmental and staffing implications that arise as a consequence of the financial and service planning process. There are no direct legal or human rights implications that arise from this report.

### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- Promise 45 “ We will put schools at the heart of every community”.

## Consultees

The Director of Finance and the Director of Law and Democratic Services are consulted on all reports. All schools and education partners were consulted earlier this year on changes to the funding formula for Swindon schools.

## Background Papers and Appendices

- Appendix A – DSG Budget 2008/9 – 2010/11 Detail
- Appendix B – Draft School budgets for 2008/9 – 2010/11
- Appendix C – Proposed allocations standards fund.

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Further information on the subject of this report can be obtained from Karen Murray on 01793 465794 or Email [kmurray@swindon.gov.uk](mailto:kmurray@swindon.gov.uk).

## Dedicated Schools Grant Budget

	2008/9 £000	2009/10 £000	2010/11 £000
<b>Carry Forward Overspend / (Underspend) From Previous Year</b>	<b>250</b>	<b>348</b>	<b>-698</b>
<b>School Budgets</b>			
Inflation increase at 2.1%	1,899	1,918	2,056
Additional Pension cost in Age Weighted Pupil Units (AWPU)	78	0	0
Demography – a reduction of nearly 100 pupils	-410	306	273
English as an Additional Language (EAL)	17	0	0
Abatement	4	2	0
Threshold	-1	22	0
Small schools allowance	-53	-598	-159
Social Deprivation Index of Multiple Deprivation (IMD) – Ministerial priority personalised learning and SEN	1,276	799	1,476
Social Deprivation Free School Meals (FSM) – Includes ministerial priority pockets of social deprivation	636	0	0
School Dinners Taken	-203	0	0
Special Resource Provision – see Special School Units Below	277	0	0
Special Education Needs (SEN)	-41	0	0
New South Swindon School	45	0	0
National Non Domestic Rates	-125	0	0
Split Site	-305	0	0
Special Staff Costs	-52	0	0
Full Year Isambard	842	0	0
New Delegation Private Finance Initiative (PFI) Top Up (see non-schools budget below)	1,162	0	0
Adjustment for Academy	-1,761	0	0

Learning Skills Council	4	0	0
Special School Units - There are an increasing number of pupils with complex and profound SEN demonstrated by the number diagnosed with Autistic Spectrum Disorder (ASD) which has risen from 58 in 1999 to 202 in 2007. An increasing number of pupils with profound needs are surviving and attending school requiring the higher band teaching arrangements in special schools and Special Resource Provisions (SRP) than in previous years. This is in part paid for by savings from the out borough budget that have been achieved by providing for more profound pupils in borough (see below).	492	0	0
Minimum Funding Guarantee	-406	254	306
<b>Total Movement on Delegated Schools Budget</b>	<b>3,375</b>	<b>2,703</b>	<b>3,952</b>
<b>Non Schools Budgets – Pressures</b>			
Salary Inflation – this is the estimated cost of inflation on salary budgets that are met from the DSG	85	88	90
Contract Inflation – includes inflation on out borough placements	115	119	122
Inflation on Early Years – cost of increasing the hourly rate paid to PVI providers of the free provision for 3 and 4 year olds	67	69	70
Set up costs for new schools – cost of fitting out new schools once they are opened. In 09/10 also new ASD unit (£150k)	200	350	
Reduction in schools matched funding of standards fund	18		
Set up costs new reception classes	23		
Education support service – new operational pressures mean that the service is unable to reach income targets formerly achieved by Teaching Assistant (TA) training activities	11		
Home tuition hours increased – pressure caused by increased costs of home tuition now £30 per hour and Looked After Children now receive an entitlement of 10 hours up from 5 hours. St Lukes is full so some pupils	55		

having to receive home tuition whilst awaiting placement. Overall there are more permanently excluded pupils			
Statemented pupils equipment one off funding – an additional allocation was made to this budget in 2007 from headroom funding as the special equipment costs have risen significantly owing to pupils needing much more sophisticated Information & Communications Technology equipment. This allocation will mean the budget now more closely matches the needs of the pupils	35		
Special Educational Needs Resource Appeals Panel (SENRAP) – There has been an increase in the number of pupils having new statements of SEN in recent years. Children's needs are now identified much earlier and an increasing number have statements of SEN before they enter school. In addition school now fully understand the SENRAP application system and over 90% of applications for additional support are now granted.	200		
Pupil referral unit (PRU)– This is the cost to develop pro-active work in borough at Key Stage 3(KS3) based on the 'Slough' model of intervention. The model has radically reduced permanent exclusions in Slough with a four-week intervention away from school and then focussed re-integration. Model is to be discussed at Swindon Area Secondary Heads. Current system is at full stretch with PRU and St Lukes both full with pupils awaiting placement. No slack in the system and intervention is required to maintain places in mainstream settings.	100		
<b>Non Schools Budgets – Reductions / savings</b>			
Increase in income from grants – inflationary increase	-80	-83	-85
Increase other income by inflation	-31		
Marlborough House Service Level Agreement – income recovered from other local authorities for services provided	-9		
Hillside income increase – higher levels of income are being achieved than	-6		

budgeted for				
Hillside reduce casual staff budget – actual cost is below budgeted level		-15		
SRPs now delegated to schools budget		-273		
Trade Union facilities – budget overstated		-12		
Gershon efficiencies – savings targets to be achieved across centrally retained budgets		-9		
Savings on out of borough budgets – reduced numbers of children being placed out of borough as provision is being made in borough		-212		
Private Finance Initiative top up now delegated to schools budget (see schools budget above)		-1,090		
<b>Total Movement on Non Schools Budget</b>		<b>-828</b>	<b>543</b>	<b>197</b>
<b>Provisional Increase in DSG</b>		<b>2,449</b>	<b>4,292</b>	<b>5,044</b>
<b>Cumulative Position - Shortfall in budget / (surplus)</b>		<b>348</b>	<b>-698</b>	<b>-1,593</b>

School Budgets 2008/9, 2009/10 and 2010/11	Formula Budget 2007/8		Formula Budget 2008/9		Increase / Decrease		Pupil Number Change		Formula Budget 2009/10		Formula Budget 2010/11		Pupil Numbers 2008/9		Pupil Numbers 2009/10		Pupil Numbers 2010/11	
	£	£	£	£	£	£			£	£	£	£						
Robert le Kyng Primary School	1,215,869	1,295,451	79,582	8	1,333,847	1,386,236	407	406	406									
Drove Primary School	1,186,082	1,209,430	23,348	-1	1,249,169	1,310,103	411	410	411									
Eldene Primary School	1,130,414	1,156,059	25,645	-23	1,155,048	1,210,632	359	339	359									
Even Swindon Primary School	1,284,995	1,314,829	29,834	2	1,377,171	1,411,577	395	408	395									
Ferndale Junior School	502,211	205,632	-296,580	-17	0	0	166	0	0									
Ferndale Infant School	348,760	173,779	-174,981	19	0	0	141	0	0									
Ferndale Primary	0	517,003	517,003		941,143	957,992	0	326	325									
Gorse Hill Junior School	566,332	599,775	33,444	18	622,934	651,573	213	217	213									
Gorse Hill Infant School	533,579	560,180	26,601	5	555,044	578,139	186	175	186									
Lainesmead Primary School	985,501	1,035,547	50,046	3	1,052,345	1,046,314	345	334	345									
Lawn Primary School	1,002,893	1,021,045	18,152	3	1,043,288	1,089,019	391	388	391									
Lethbridge Primary School	1,143,042	1,194,959	51,917	-3	1,235,141	1,281,468	484	486	484									
Moredon Primary School	1,141,296	1,432,406	291,110	11	1,443,459	1,472,685	402	395	402									
Mountford Manor Primary School	844,412	856,890	12,478	-1	853,768	901,661	251	244	251									
Goddard Park Primary School	1,228,008	1,299,022	71,014	1	1,379,262	1,464,237	431	443	431									
Oaktree Nursery and Primary School	911,465	905,095	-6,370	-11	951,370	995,566	278	282	278									
Penhill Primary School	1,210,762	1,122,288	-88,475	-45	1,177,601	1,242,201	336	347	336									
Rodbourne Cheney Primary School	527,513	527,410	-103	-6	529,484	542,966	179	171	179									
Seven Fields Primary School	742,050	782,771	40,721	4	847,203	928,067	247	264	247									
King William Street Church of England Primary School	376,179	406,023	29,844	7	425,602	456,127	149	153	149									
Holy Family Catholic Primary School	691,364	690,078	-1,286	-15	743,833	786,112	242	254	242									
Holy Rood Catholic Junior School	676,397	698,537	22,139	1	719,221	749,084	273	272	273									
Holy Rood Catholic Infant School	525,391	557,975	32,584	0	574,855	596,463	180	180	180									
St Mary's Catholic Primary School	616,905	676,004	59,100	9	709,844	738,479	250	256	250									
Liden Primary School	843,177	840,297	-2,880	-15	863,852	909,319	322	320	322									
Oliver Tomkins Church of England Infant School	542,910	589,580	46,670	6	624,620	643,884	192	200	192									
Oliver Tomkins Church of England Junior School	614,210	632,164	17,954	1	631,080	641,218	230	219	230									
Shaw Ridge Primary School	824,651	853,959	29,308	-6	855,102	804,051	327	316	327									
Bishopstone Church of England Primary School	191,549	197,117	5,568	-1	194,623	202,616	44	40	44									
St Andrew's Church of England Primary School	521,259	529,442	8,182	-2	537,331	548,272	208	205	208									
Chiseldon Primary School	564,978	542,953	-22,026	-18	515,895	512,168	206	187	206									
Covingham Park Primary School	922,420	957,627	35,207	7	945,970	959,895	368	351	368									

East Witchell	20,534	45,069	24,535	10	44,131	70,652	10	8	20
Orchid Vale	374,309	560,121	185,811	64	619,540	705,537	168	182	203
Red Oaks	862,824	1,446,911	584,087	104	1,525,313	1,579,620	412	432	441
St Francis Primary School	498,632	538,465	39,833	12	663,591	796,589	193	236	280
Bridlewood Primary School	460,912	509,607	48,695	19	576,869	624,186	196	219	233
Catherine Wayte Primary School	771,501	805,102	33,601	6	838,760	875,942	326	333	341
Abbey Meads Community Primary School	762,574	786,732	24,158	3	811,096	851,576	305	305	312
Peatmoor Community Primary School	538,510	555,844	17,334	6	573,124	586,058	208	210	208
Haydonleigh Primary School	771,974	827,907	55,932	13	895,746	958,765	331	352	370
Greenmeadow Primary School	628,851	649,902	21,051	1	650,357	664,067	259	251	247
Haydon Wick Primary School	695,353	716,810	21,457	-2	727,837	752,496	275	271	270
Southfield Junior School	567,802	580,354	12,552	0	574,809	589,565	229	219	217
Westrop Primary School	500,602	494,384	-6,218	-8	505,467	516,918	191	189	187
Eastrop Infant School	438,622	427,885	-10,737	-7	415,476	409,525	152	144	135
Northview Primary School	443,245	399,984	-43,261	-26	394,686	397,754	147	139	135
Nythe Primary School	449,569	418,800	-30,769	-20	452,248	458,945	147	156	155
Millbrook Primary	1,183,419	1,142,498	-40,922	-50	1,159,291	1,179,800	330	322	313
South Marston Church of England Primary School	332,704	337,443	4,739	-5	341,746	347,003	104	102	100
Colebrook Infant School	340,709	355,635	14,926	8	403,785	444,982	110	124	135
Colebrook Junior School	453,169	433,187	-19,982	-14	407,950	412,490	162	149	145
Grange Junior School	890,323	889,327	-996	-9	877,504	880,600	367	349	335
Grange Infant Community School	672,320	673,622	1,302	-4	717,687	722,894	255	267	260
Ruskin Junior School	1,099,533	1,109,935	10,401	-9	1,139,864	1,188,973	375	372	374
Beechcroft Infant School	640,602	666,459	25,856	3	695,889	742,361	243	246	255
St Catherine's Catholic Primary School	486,566	549,589	63,023	14	537,937	554,910	205	190	187
Toothill Primary School	619,025	581,407	-37,618	-17	583,554	587,569	178	173	164
Wanborough Primary School	613,861	615,635	1,774	-8	592,586	587,327	242	223	211
Westlea Primary School	969,192	963,515	-5,677	-2	965,841	966,730	303	293	279
Brook Field Primary School	983,828	1,025,628	41,800	-2	1,060,100	1,048,072	407	411	393
Wroughton Junior School	802,949	826,626	23,677	-10	850,647	870,727	325	325	320
Wroughton Infant School	556,225	582,982	26,757	6	607,971	659,848	215	220	235
Tregoze Primary School	624,384	636,943	12,559	-9	643,701	646,446	243	238	229
Total	44,471,198	46,535,632	2,064,434	7	47,944,210	49,697,049	16,226	16,238	16,216
Highworth Warneford School	3,163,438	3,192,289	28,851	-30	3,273,149	3,355,080	907	904	888
Isambard School	1,004,327	2,162,610	1,158,283	64	2,497,256	3,407,388	204	427	661
Kingsdown School	4,426,510	4,569,088	142,578	-2	4,678,397	4,817,439	1,273	1,264	1,256



The Ridgeway School	4,939,438	4,992,224	52,786	-23	5,167,695	5,242,937	1,160	1,169	1,141
The Commonweal School	4,100,444	4,203,830	103,386	-10	4,273,819	4,460,296	1,089	1,071	1,083
Churchfields School	3,775,119	3,805,839	30,720	-25	3,882,809	4,014,773	977	967	973
Dorcan Technology College	4,475,818	4,648,260	172,442	-13	4,748,145	4,816,617	1,284	1,275	1,244
Nova Hreod	4,638,479	5,277,150	638,671	16	5,363,980	5,479,402	1,345	1,320	1,292
St Joseph's Catholic College	4,808,105	4,579,452	-228,653	-2	4,701,729	4,865,415	1,077	1,075	1,080
Greendown Community School	4,088,689	4,047,892	-40,797	-76	3,974,572	4,022,154	1,150	1,082	1,051
Total	39,420,367	41,478,633	2,058,266	-101	42,561,550	44,481,502	10,466	10,554	10,669
St Luke's School	1,107,826	1,398,998	291,172	-10	1,435,303	1,478,240	49	49	49
Brimble Hill Special School	1,193,289	1,404,864	211,575	1	1,443,554	1,490,841	65	65	65
The Chalet School	491,107	599,576	108,469	-2	616,973	638,807	34	34	34
Crowdys Hill School	1,620,237	1,692,560	72,322	-7	1,745,914	1,815,479	126	126	126
Uplands School	1,314,501	1,555,004	240,504	5	1,598,826	1,653,030	79	79	79
Nyland School	799,134	888,680	89,546	-1	912,148	940,181	34	34	34
Total	6,526,094	7,539,682	1,013,587	-14	7,752,718	8,016,578	387	387	387
Total All Schools	90,417,660	95,553,947	5,136,287	-108	98,258,478	102,195,128	27,079	27,179	27,272

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## Schools Block Budget 2008-11 Appendix C - Revised Standards Fund 2008/09 – 2010/11

This document provides details of Standards Fund allocations for the next 3 years.

The Department for Children Schools & Families (DCSF) have changed the Standards Fund structure by moving a substantial number of grants to one Area Based Grant, resulting in only 12 Standards Fund grants.

Grant		Allocations				Devolved to Schools
		2007/08	2008/09	2009/10	2010/11	
1.1	School Development Grant	6,483,278	See below for allocation formula			100%
1.2	School Lunch Grant	-	300,161	300,161	300,161	100%
1.3	Ethnic Minority Achievement Grant	182,108	227,643	260,947	278,786	Minimum of £77,643
1.4	Targeted Improvement Grant	-	Announced as projects are agreed			retained centrally
1.5	Making Good Progress	-	Announced as projects are agreed			retained centrally
1.6	Extended Schools – Sustainability	-	275,113	503,438	709,305	Majority
1.7	Targeted Support for Primary Strategy	647,210	894,355	Autumn 08	Autumn 09	allocated to schools for specific purposes
1.8	Targeted Support for Secondary Strategy	439,678	376,250	Autumn 08	Autumn 09	
1.9	City Challenge	-	Announced as projects are agreed			as individual programmes
1.10	Early Years	-	-	234,754	979,711	retained centrally
1.11	Music	374,240	376,200	376,200	376,200	retained centrally
1.12	Playing for Success – DCSF grant	65,000	65,000	Autumn 08	Autumn 09	retained centrally
	Playing for Success – Local Authority match funding	25,000	25,000	Autumn 08	Autumn 09	

In addition schools will also receive School Standards Grant (SSG) and School Standards Grant – Personalisation (SSGP).

The following non capital grants, the majority of which are retained, end with effect from 31 March 2008:

Grant	2007/08 Allocation £
Targeted School Meals Grant	186,648
Devolved School Meals Grant	104,529
Primary Strategy: Communication Language & Literacy Development	50,000
14 – 19 Engagement Programme	151,600
Computers for Pupils – Recurrent	11,000
School Workforce Data Collection Pilot	22,908
Walking to School Initiatives	9,000
<b>Total</b>	<b>535,685</b>

## Schools Block Budget 2008-11 Appendix C - Revised

The following grants are now part of Swindon's Area Based Grant, and the local authority is free to spend this grant as they see fit to support the delivery of local and national priorities.

Grants
School Development Grant – centrally retained element
Extended Schools – Start Up ( <i>known as Extended Schools in 2007/08</i> )
Primary Strategy Central Co-ordination
Secondary Strategy Central Co-ordination
Secondary Strategy Central Co-ordination – Behaviour & Attendance
School Improvement Partners
Education Health Partnerships
Choice Advisers
School Travel Advisers
General Duty on Sustainable Travel to School
Extended Rights to Free Travel
School Intervention Grant
14 – 19 Flexible Funding Pot

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.1

### School Development Grant

Total Provisional Allocation £	Direct Schools Contribution within Individual Schools Budget (ISB) £	Schools £ <i>excluding direct contribution</i>	Local Authority £
<b>£6,481,427</b>	£468,288	£5,335,479	£677,660

**Note – the Local Authority retained amount of this grant is paid via Area Based Grant from 2008/09**

**2007/08 Devolution Formula**

3.7% per pupil increase on the 2006/2007 baseline, plus any additional grant devolved in 2006/2007. Schools then received Specialist Schools allocation at £129 per pupil (up to 1,000 pupils and over 1200 pupils), plus a flat rate of £129,000 paid to schools with more than 1,000 pupils.

## Schools Block Budget 2008-11 Appendix C - Revised

### **2008/09 – 2010/11 Proposed Devolution Formula**

Allocations above are calculated on October 2007 Number On Roll figures.

The allocation of main School Development Grant to local authorities will be based on the 2007/2008 baseline, increased by **2.1% per pupil** each year from 2008/2011.

Allocations for Academies (or their predecessor schools for 2007 conversions) have been deducted from the 2007/2008 baseline.

School Development Grant – Local authorities can retain up to the cash amount retained in 2007/2008, the rest to be devolved to schools. This retained amount will be transferred to the new Area Based Grant that replaces Local Area Agreement Grant and will be the same as the amount transferred to Local Area Agreement Grant in 2007/2008 i.e. £677,660.

#### **1. Main School Development Grant (SDG):**

The allocation of main SDG to local authorities will be based on the 2007/2008 baseline, increased by **2.1% per pupil** each year from 2008/2011. As in previous years, the per pupil increase will be calculated using the numbers of pupils aged 3-19 in maintained schools on the January 2008 Pupil Level Annual School Census (PLASC), January 2009 PLASC and January 2010 PLASC, respectively.

#### **2. Funding for the most deprived secondary schools £125,000 in 2007/08:**

Continuing as part of SDG, One Swindon school, included in the SDG Baseline, adjusted for NOR Jan 2008 PLASC.

#### **3. Post-Leadership Incentive Grant Transition (LIG) £104,692**

2007/08 allocated to 3 schools that lost LIG funding March 2006. Local Authority (LA) in consultation with Schools Forum, to determine the distribution of this element. Continue to allocate it at the same level, or begin taper down the allocation for those schools and redistribute the remaining grant to other schools. No school should see a reduction in its transition funding of more than the equivalent to 2.5% of its 2007/2008 overall budget (total of budget share, SDG, SSG and SSG(P)) if the LA decides to taper.

#### **Advanced Skills Teachers (ASTs):**

No adjustment has been made to the School Development Grant for AST Teachers yet for in year changes.

#### **Possible Headroom £326,856:**

There is provisional headroom of £326,856 – it is proposed to retain £30,000 for AST posts that may come on line during the year – if this does not happen then the funding will be devolved based on pupil numbers. It is proposed that the remaining £296,856 will be devolved to schools on the January 2008 PLASC pupil numbers.

#### **Specialist Schools**

The allocations for Specialist Schools for each year of 2008/2011, will be:

1.	No. of pupils	2.	Allocation
3.	0-1000	4.	£129 per pupil
5.	1000-1200	6.	£129,000 per school
7.	1200+	8.	£129,000 plus £129 per pupil for every pupil above 1200

Language Colleges will receive an additional lump sum of £30,000. High Performing Specialist Schools (HPSS) taking second options, will receive additional funding for each option.

**Direct Schools Contribution:** Calculated on a per pupil basis on 2007/08 contribution Direct Schools Contribution £468,288, 2007/08 contribution less Academy predecessor schools plus 2.1% uplift.

<b>SDG 2008/09 Calculation</b>	<b>£</b>
SDG Allocation from DCSF: 27,467 Oct 07 NOR x £188 per pupil	5,163,796
LIG	124,565
Post LIG Transition funding	104,692
Specialist Schools	1,213,374
LIG for Headlands included in £188 per pupil by DCSF	-125,000
<b>Total SDG 2008/09</b>	<b>6,481,427</b>
SDG for schools 2008/09	-5,008,623
Area Based Grant Allocation	-677,660
Direct Schools Contribution	-468,288
<b>Possible Headroom for 2008/09 includes £30,000 proposed AST funding</b>	<b>326,856</b>

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.2              School Lunch Grant

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
300,161	-	300,161	-

#### New Grant for 2008/09

##### **2008/09 – 2010/11 Proposed Devolution Formula**

New standards for school lunch are in place and the focus moves to ensuring that school lunch take-up is increased. The grant distribution will be weighted towards areas of greatest social need. The grant will be allocated to local authorities on the same basis as the previous Targeted School Meals Grant; 70% pupil numbers weighted 30% by number of pupils eligible for Free School Meals (FSM). This new grant from 2008 is specifically to manage the costs of school lunches; the grant can be used for any of the direct costs of a school lunch. The method of devolution discussed and agreed at Schools Forum is:

1. Allocated on FSM eligibility.

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.3

### Ethnic Minority Achievement Grant

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
227,643	-	Minimum of £77,643	Maximum of £150,000

#### **2007/08 Devolution Formula**

The LA was only required to devolve £32,108 of this grant, but chose to devolve £92,575. We devolved this grant to schools on the basis of the percentage of pupils with English as an Additional Language with a 10% trigger applied.

#### **2008/09 – 2010/11 Proposed Devolution Formula**

The DCSF guidance for this grant this year again allows the LA to retain the greater of £150,000, or 15% of their allocation (£34,146).

#### **Proposal for Retained Grant**

We are proposing that the LA retain the full amount of £150,000 in 2008/09 to ensure that central Inclusion services continue to support schools regarding the strategy for narrowing achievement gaps for black and ethnic minority pupils, which in turn ensures equality of outcomes.

#### **Proposal for Devolved Grant**

As in previous years we are proposing to devolve this grant to schools on the basis of the percentage of pupils with: English as an Additional Language with a 10% trigger.



## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.4

### Targeted Improvement Grant

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
-	-	-	-
<b><u>2008/09 – 2010/11 Proposed Devolution Formula</u></b> No allocation has been made to Swindon for this grant.			

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.5

### Making Good Progress

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
-	-	-	-
<b><u>2008/09 – 2010/11 Proposed Devolution Formula</u></b> No allocation has been made to Swindon for this grant.			

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.6

### Extended Schools - sustainability

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
275,113	-	<i>to be confirmed</i>	<i>to be confirmed</i>

#### New Grant for 2008/09

#### 2008/09 – 2010/11 Devolution Formula

The Standards Fund guidance 2008-2011, paragraph 77, confirms that the Sustainability strand of the funding is available to support a national roll out of the Parent Support Adviser (PSA) role, following a successful pilot project.

Parent Support Advisers work with parents in a school context to help improve behaviour and attendance; overcome barriers to learning; and increase the number of parents involved in their child's education, both at school and at home. PSA's will also deliver evidence based parenting programmes and broker access and signpost to specialist services.

In accordance with Swindon's Extended Services Strategy model of delivery across a cluster and in line with DCSF guidance that funding should be devolved to schools, it is proposed that:

- There is one PSA for each cluster working across all the schools in their cluster
- The PSA will be employed and line managed by one school within the cluster
- This school will be chosen by mutual consent of all schools within the cluster
- The salary for the PSA will be paid as part of the grant to the cluster

To support schools and to ensure consistency the local authority will provide training and co-ordination for the PSA's and will also provide the employing school with an evaluated job description.

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.7

### Targeted Support for Primary Strategy

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
894,355	-	894,355	-
<p><b><u>2007/08 Devolution Formula</u></b>  This funding was allocated on the basis of Literacy &amp; Numeracy Action Plans agreed by Primary Consultants within Quality &amp; Standards Service, in conjunction with the DCFS Primary Strategy Regional Director.</p> <p><b><u>2008/09 – 2010/11 Proposed Devolution Formula</u></b>  As in 2007/08 this funding will be based on Literacy &amp; Numeracy Action Plans agreed by Primary Consultants within School Improvement Service, in conjunction with the DCFS Primary Strategy Regional Director.</p>			

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.8

### Targeted Support for Secondary Strategy

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
<b>376,250</b>	-	376,250	-
<p><b><u>2007/08 Devolution Formula</u></b>                      The allocation of this funding was based on Action Plans agreed by Key Stage 3 (KS3) Consultants within Quality &amp; Standards Service, in conjunction with the priority areas identified in DCSF guidance document.</p> <p><b><u>2008/09 – 2010/11 Proposed Devolution Formula</u></b>                      As in 2007/08 this funding will be allocated based on Action Plans agreed by KS3 Consultants within Quality &amp; Standards Service, in conjunction with the priority areas identified in DCSF guidance document.</p>			

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.9

### City Challenge

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
-	-	-	-
<b><u>2008/09 – 2010/11 Proposed Devolution Formula</u></b> No allocation has been made to Swindon for this grant.			

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.10

### Early Years

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
-	-	-	-

#### **2008/09 – 2010/11 Proposed Devolution Formula**

No allocation has been made to Swindon for this grant for 08/09 but we have been given provisional allocations of £234,754 and £979,711 for 2009/10 and 2010/11 respectively.

Through the ten-year childcare strategy *Choice for Parents, the Best Start for Children*, the Government committed to extending the free nursery education entitlement for 3 and 4 year olds from 12.5 to 15 hours per week over 38 weeks of the year and to make access to it more flexible in response to parental demand.

Since April 2007, 20 pathfinder local authorities have been delivering the extended flexible entitlement, assessing the demand for different patterns of provision and exploring the ways of working that enable greater flexibility by a diverse market.

All 3 and 4 year olds will be entitled to the extended flexible entitlement from September 2010. The new offer will be rolled out in two distinct phases between 2008 – 2010: firstly, by extending the existing pathfinder group by a further 14 local authorities who will implement the new offer from September 2008; and subsequently by funding all remaining local authorities to deliver provision to their most disadvantage children from September 2009 before moving to full roll-out a year later. The new Pathfinders were announced on 7 November. These authorities are: Hackney, Lambeth, Brent, Wolverhampton, Liverpool, Salford, Kirklees, Middlesbrough, North East Lincolnshire, Luton, Durham, Southampton, Nottingham City and Cornwall. Allocations will be finalised once final January 2008 pupil number data is available in Spring 2008.

Although presented as a single allocation, this grant will comprise funding for the additional 2 ½ hours per week of provision, weighted according to levels of deprivation and local area costs and funding to increase flexibility, weighted in the same way but with an additional factor for sparsity. Further guidance, based on the learning from the Pathfinder group, will be made available in due course. Childcare Regional Networks will also provide a key opportunity for peer support and engagement around this agenda over the coming months.

## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.11

### Music Services

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
376,200	-	-	376,200

#### **2007/08 Devolution Formula**

The 2007/08 allocation included the main Music Grant and the Key Stage 2 (KS2) Music Grant, which was agreed by Schools Forum could be centrally retained. The combined total of £374,240 was passed to Swindon Music Service.

#### **2008/09 – 2010/11 Proposed Devolution Formula**

This year the two previously separate grants have been combined into one grant with no devolution requirement, with the caveat that KS2 access should be a priority. It is proposed that the whole amount be passed to Swindon Music Service as last year.



## Schools Block Budget 2008-11 Appendix C - Revised

### Grant 1.12

### Playing for Success

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
<b>65,000</b>	-	-	65,000

#### **2007/08 Devolution Formula**

The 2007/08 allocation, along with the LA match funding of £25,000 (total £90,000) was passed to the STFC Study Centre.

#### **2008/09 – 2010/11 Proposed Devolution Formula**

It is proposed that the whole allocation, again including the required LA match funding of £25,000, be passed to the Swindon Town Football Club Study Centre who provide the opportunity for children aged 10 to 14 to continue their education after school and in the holidays. The centre aims to provide a supportive learning environment in which to motivate underachievers or those at risk of underachieving, contribute to raising standards in Literacy and Numeracy in the Borough and help pupils develop Information & Communication Technology and key skills.

# Schools Block Budget 2008-11 Appendix C - Revised

## School Standards Grant

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
4,381,751	-	-	-

### 2007/08 Devolution Formula

As DCSF specified formula

### 2008/09 Devolution Formula

Final allocation figure is not yet available but schools should receive a sum which is the larger of the following:

A.

	Flat rate	Per pupil
Primary (including nurseries and Pupil Referral Units (PRU))	£12,000	£116
Secondary	£12,000	£124
Special	£29,000	£116

or B.

$(X \div Y) * Z * 1.021$  in 2008/2009, where

X = total of SSG received by the school in 2007/2008

Y = the number of pupils used to calculate the school's SSG in 2007/2008

Z = the number of pupils used to calculate the school's SSG in 2008/2009

Special schools and pupil referral units whose SSG is calculated according to formula B, and where B is greater than the amounts set out in the table, should receive either their 2007/2008 SSG allocation; or the allocation set out in the table; or the formula A amount whichever is the larger.

Category	2008-2009
Special	£42,000
PRUs	£37,000

An Excel spreadsheet enabling schools to calculate their SSG allocation for 2006/2007 and 2007/2008 is also available at [www.teachernet.gov.uk/specificgrants2008011](http://www.teachernet.gov.uk/specificgrants2008011).

# Schools Block Budget 2008-11 Appendix C - Revised

## School Standards Grant - Personalisation

Total Allocation £	Direct Schools Contribution from ISB £	Schools £ <i>excluding direct contribution</i>	LA £
1,320,708	-		-

### 2007/08 Devolution Formula

As DCSF specified formula

### 2008/09 – 2010/11 Proposed Devolution Formula

LA to allocate SSG(P) to each maintained school:

- on a unit of funding per pupil
- on a unit of funding for each pupil eligible for Free School Meals (FSM)
- on a unit of funding for each unit of low prior attainment.

The provisional unit values for 2008/2009 are as follows:

	2008/2009		
Type of school	Pupil unit (£)	FSM Unit (£)	Low prior attainment unit (£)
Infant, Junior and Primary	5	68	112
Secondary	14	211	184
Middle	12	131	152
Upper and High	14	211	188

Final unit values will be issued in June 2008, once final attainment data for 2007 is available.

### Special Schools

For 2008/09, the allocation for special schools is calculated on the basis of £5,105 for special schools with up to 100 pupils. Special schools with over 100 pupils should receive £5,105, plus £51 for every Full Time Equivalent (FTE) pupil over 100 pupils ie:

Special school with 0-100 pupils = £5,105

Special school with 101 pupils or more = £5,105 + (£51 x (A-100))

where A is the number of pupils;

Pupils are defined as FTE and aged 5-15 as recorded on PLASC 2008

For example, a special school with 100 pupils will receive £5,105; a school with 150 pupils will receive £7,655.

### Pupil Referral Units (PRUs)

Pupil referral units should receive £1,736 in 2008/2009.

Interactive calculators at [www.teachernet.gov.uk/specificgrants200811](http://www.teachernet.gov.uk/specificgrants200811) enables schools and local authorities to estimate the amount of SSG (P) they will receive in 2008/2009.

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## Appendix C

Grant No.
Title
Rate
Total Allocation
Devolved

Robert le Kyng Primary School	Oliver Tomkins Church of England Infant School
Drove Primary School	Oliver Tomkins Church of England Junior School
Eldene Primary School	Shaw Ridge Primary School
Even Swindon Primary School	Bishopstone Church of England Primary School
Ferndale Junior School	St Andrew's Church of England Primary School
Ferndale Infant School	Chiseldon Primary School
Ferndale Primary School	Covingham Park Primary School
Gorse Hill Junior School	East Witchell
Gorse Hill Infant School	Orchid Vale
Lainesmead Primary School	Red Oaks
Lawn Primary School	St Francis Primary School
Lethbridge Primary School	Bridlewood Primary School
Moredon Primary School	Catherine Wayte Primary School
Mountford Manor Primary School	Abbey Meads Community Primary School
Goddard Park Primary School	Peatmoor Community Primary School
Orchard Tree Nursery and Primary School	Haydonleigh Primary School
Parishill Primary School	Greenmeadow Primary School
Redbourne Cheney Primary School	Haydon Wick Primary School
Seven Fields Primary School	
St John William Street Church of England Primary School	
Holy Family Catholic Primary School	
Holy Rood Catholic Junior School	
Holy Rood Catholic Infant School	
St Mary's Catholic Primary School	
Liden Primary School	
Oliver Tomkins Church of England Infant School	
Oliver Tomkins Church of England Junior School	
Shaw Ridge Primary School	
Bishopstone Church of England Primary School	
St Andrew's Church of England Primary School	
Chiseldon Primary School	
Covingham Park Primary School	
East Witchell	
Orchid Vale	
Red Oaks	
St Francis Primary School	
Bridlewood Primary School	
Catherine Wayte Primary School	
Abbey Meads Community Primary School	
Peatmoor Community Primary School	
Haydonleigh Primary School	
Greenmeadow Primary School	
Haydon Wick Primary School	

Key: AST = Advanced Skills Teachers    LIG = Leadership Incentive Grant    FSM = Free School Meals

1.2	1.3
School Lunch Grant - FSM Eligibility	Ethnic Minority Achievement
100%	
300,161	227,643
300,161	77,643

<b>SSG</b>
<b>School Standards Grant</b>
<b>100%</b>
<b>on formula</b>
<b>-</b>

<b>SSG(P)</b>
School Standards Grant (Personalisation)
<b>100%</b>
<b>on formula</b>
<b>-</b>

SCHOOL	PROVISIONAL	TOTALS
--------	-------------	--------

6,092,540
5,912,540

20,652	4,164	24,816
24,210	4,205	28,415
25,898	3,673	29,571
44,025	3,775	47,800
15,736	1,698	17,434
30,928	1,442	32,370
		0
22,424	2,179	24,603
30,095	1,903	31,998
75,898	3,529	79,427
45,435	4,000	49,435
20,348	4,952	25,300
91,456	3,847	95,303
	28,557	31,125
33,060	4,409	37,469
53,351	2,844	56,195
245,075	3,437	248,512
16,090	1,831	17,921
26,376	2,527	28,903
32,341	1,524	33,865
20,368	2,476	22,844
16,171	2,793	18,964
27,948	1,841	29,789
18,041	2,558	20,599
19,883	3,294	23,177
12,355	1,964	14,319
44,375	2,353	46,728
14,900	3,345	18,245
27,440	450	27,890
13,545	2,128	15,673
14,763	2,107	16,870
43,770	3,765	47,535
	0	0
10,062	1,719	11,781
22,549	4,215	26,764
27,657	1,974	29,631
28,845	2,005	30,850
13,688	3,335	17,023
18,575	3,120	21,695
17,019	2,128	19,147
	15,782	19,168
16,160	2,650	18,810
16,537	2,813	19,350

18.3980	18.2721	14.1633	11.9399	4.0161	2.9311	0	7.2242	3.6477	19.3555	9.2711	11.5222	13.4699	16.4000	23.8041	18.2666	21.8351	6.5988	13.9701	3.2600	6.0767	4.6611	2.1633	6.0588	9.2668	4.5622	7.6151	7.5878	1.0699	6.1444	4.7655	3.9767	0	5.0399	8.4821	1.8371	2.9571	7.2966	3.8222	4.3771	3.8181	4.5271
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110,386
121,310
103,977
124,256
53,696
66,965
0
76,053
70,464
164,455
120,087
107,394
175,412
93,543
132,790
125,261
330,186
60,655
88,262
68,562
76,894
73,778
76,532
72,489
84,107
53,519
98,286
80,792
46,063
58,409
59,429
119,487
0
50,489
97,261
65,382
74,757
71,279
79,412
63,209
75,731
65,486
69,452

Provisional Standards Fund 2008/9

Appendix C

Key: AST = Advanced Skills Teachers    LIG = Leadership Incentive Grant    FSM = Free School Meals

Grant No.
Title
Rate
Total Allocation
Devolved

1.1	1.1	1.1	1.1	1.1	1.1
School Development Grant 2008/09	Provisional Headroom less AST proposed funding £30,000	LIG Funding and post LIG Transition 2008/09	School Development Grant 2008/09		
100%	100%	100%			
on formula	326,856	229,257	5,335,479		
-	296,856	229,257	5,305,479		

1.3
Ethnic Minority Achievement
100%
227,643
77,643

SSG
School Standards Grant
100%
on formula
-

SSG(P)
School Standards Grant (Personalisation)
100%
on formula
-

SCHOOL PROVISIONAL TOTALS
---------------------------

6,092,540
5,912,540

Southfield Junior School	
Westrop Primary School	
Eastrop Infant School	
Northview Primary School	
Nythe Primary School	
Millbrook Primary	
South Marston Church of England Primary	
Colebrook Infant School	
Colebrook Junior School	
Grange Junior School	
Grange Infant Community School	
Ruskin Junior School	
Beechcroft Infant School	
St Catherine's Catholic Primary School	
Toothill Primary School	
Wottonborough Primary School	
Wottonfield Primary School	
Brook Field Primary School	
Wroughton Junior School	
Wroughton Infant School	
Teggoze Primary School	

Warneford	
Isambard School	
Kingsdown	
The Ridgeway	
The Commonweal	
Churchfields	
Dorcan	
Hreod Parkway	
St Joseph's RC	
Greendown	

St Luke's	
Brimble Hill	
Chalet School	
Crowdys Hill	
Uplands	
Nyland	

Stratton Pupil Referral Unit

18,362	2,343		20,705
14,331	1,954		16,285
26,867	1,555		28,422
12,785	1,504		14,289
54,239	1,504		55,743
33,763	3,376		37,139
28,320	1,064		29,384
28,576	1,125		29,701
29,962	1,657		31,619
21,831	3,755		25,586
11,889	2,609		14,498
25,517	3,836		29,353
12,083	2,486		14,569
34,366	2,097		36,463
17,343	1,821		19,164
28,708	2,476		31,184
18,399	3,100		21,499
20,401	4,164		24,565
35,054	3,325		38,379
12,705	2,200		14,905
15,945	2,486		18,431
1,843,834	165,364	0	2,009,198

170,039	9,279		179,318
8,458	2,087		10,545
211,503	13,023		224,526
269,567	14,005		283,572
185,424	11,141		196,565
391,201	9,995	124,565	525,761
384,194	13,136	30,851	428,181
606,211	13,760	36,154	656,125
196,382	12,798		209,180
299,572	11,765	37,687	349,024
2,722,551	110,990	229,257	3,062,798

25,920	2,506		28,426
20,047	3,325		23,372
23,910	1,739		25,649
50,128	6,445		56,573
27,753	4,041		31,794
29,502	1,739		31,241
177,260	19,796	0	197,056

35,721	706	0	36,427
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	38,906
	35,278
	29,632
	29,052
	29,052
	59,690
	24,064
	26,016
	30,792
	54,675
	41,697
	55,613
	40,188
	37,011
	29,632
	40,072
	47,439
	59,564
	49,700
	37,628
	40,188
	2,648,623

	124,468
	43,055
	169,852
	181,756
	147,036
	133,148
	189,124
	178,780
	167,124
	154,600
	1,488,943

	34,684
	35,496
	38,998
	43,616
	38,164
	32,944
	223,902

	20,283
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	5,760
	2,885
	1,947
	3,759
	1,209
	9,646
	2,209
	868
	1,082
	5,084
	3,041
	12,511
	5,434
	3,033
	9,101
	4,713
	6,644
	8,485
	10,096
	47,832
	7,374
	456,932

	56,209
	12,997
	75,044
	79,298
	84,910
	128,045
	125,351
	101,640
	88,399
	78,190
	830,084

	5,105
	5,105
	5,105
	5,105
	5,105
	31,956

	1,736
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Provisional Standards Fund 2008/9

Appendix C

Key: AST = Advanced Skills Teachers    LIG = Leadership Incentive Grant    FSM = Free School Meals

Grant No.
Title
Rate
Total Allocation
Devolved

1.1	1.1	1.1	Total 1.1
School Development Grant 2008/09	Provisional Headroom less AST proposed funding £30,000	LIG Funding and post LIG Transition 2008/09	School Development Grant 2008/09
100%	100%	100%	
on formula	326,856	229,257	5,335,479
-	296,856	229,257	5,305,479

1.2
School Lunch Grant - FSM Eligibility
100%
300,161
300,161

1.3
Ethnic Minority Achievement
227,643
77,643

SSG
School Standards Grants
100%
on formula
-

SSG(P)
School Standards Grant (Personalisation)
100%
on formula
-

SCHOOL PROVISIONAL TOTALS
---------------------------

6,092,540
5,912,540

TOTALS

4,779,366	296,856	229,257	5,305,479
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300,161
---------

77,643
--------

4,381,751
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1,320,708
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11,385,742
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## Schools Capital Funding 2008-2011

Schools Forum

22 January 2008

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### **Purpose**

To advise the Schools Forum of the Department for Children, Schools and Families (DCSF) capital programme for schools 2008-2011

### **Recommendation**

The Schools Forum is requested to :

- note the DCSF capital programme for schools 2008-2011;
- make a recommendation, in particular, that the Local Authority should continue with centralised funding for the South West Grid for Learning in relation to the new Harnessing Technology Grant, where the Local Authority must consult with the Schools Forum.

## **1. Reasons**

- 1.1 The DCSF published the document "Schools Capital Allocations 2008 – 2011" on 19<sup>th</sup> October 2007. Further guidance referred to on the DCSF website on schools' capital allocations has yet to be published.
- 1.2 The new Harnessing Technology Grant, allocated through the Standards Fund, replaces previously separate capital grants for Information & Communications Technology (ICT) for the financial year 2007-08. Negotiations by the South West Grid for Learning relating to the contract for ICT services for Swindon schools for the next three years, to enable DCSF targets to be met, are ongoing.

## **2. Detail**

- 2.1 In its document "Schools Capital Allocations 2008-11", the DCSF has set out the capital funding for Swindon Borough Council, totalling £52,742,108. The document is attached at **Appendix A**.
- 2.2 The Schools Forum is requested to note in particular the Devolved Formula Capital Allocation Formula. The Schools Forum is advised that the formula for devolving funding to schools will differentiate between "unmodernised" and "modernised" schools. It is anticipated that the guidance awaited from the DCSF will provide further information on determining the level of funding to be devolved to individual schools.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## Schools Capital Funding 2008-2011

Schools Forum

22 January 2008

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- 2.3 The Schools Forum is also requested to note that the total Schools Capital Allocation includes Supported Borrowing. This element of the Capital Allocation will depend upon the Local Authority's ability to support the costs of borrowing and so the Schools Forum should be aware that it may not be possible for the whole allocation to be taken up.
- 2.4 Information on the new Harnessing Technology Grant is attached at **Appendix B**. A calculation is required to determine the level of funding to be retained by the Local Authority, and the amount to be devolved to school. This will enable the DCSF target of delivering an integrated Learning Platform to be reached by 2008, and schools-Local Authority Management Information System (MIS) integration by 2010.
- 2.5 The Local Authority is awaiting the outcome of the South West Grid for Learning (SWGfL) tender for the provision of this service, which is expected at the end of January. This coincides with the SWGfL budget setting process that requires the approval of all Local Authorities within the South West. The full cost to the Local Authority will not be known until then. The Education ICT Group is considering the technical aspects of the SWGfL provision, and will not have an opportunity to fully do so until late January, due to the late issue of guidance by the British Educational Communications and Technology Agency (BECTA).
- 2.6 The matched funding requirement for the Harnessing Technology Grant is included in the Schools Block Budget 2008-2011.
- 2.7 The Local Authority proposes:
- (a) that the retained element of the Harnessing Technology Grant should be sufficient to contribute to the costs of the SWGfL, and the additional cost of the integrated Learning Platform, and that the balance is devolved to schools in accordance with the DCSF formula;
  - (b) that the final proposal for the distribution of the Harnessing Technology Grant, for recommendation by the Schools Forum, should be brought to the Schools Forum at its next meeting in April.

### Alternative Options

- Schools Capital Allocations must be used in accordance with the Guidance provided by the DCSF, which is awaited.
- The Schools Forum may recommend that the Harnessing Technology Grant is distributed prior to the outcome of the budget setting process by SWGfL and recommendation by the Education ICT Group. However, this will put in jeopardy the ability of the Local Authority to meet the targets set by the DCSF.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

# Schools Capital Funding 2008-2011

Schools Forum

22 January 2008

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## **Risk Management**

### *Financial and Procurement Implications*

Schools' Capital Allocations are determined by the DCSF and may not be used for any other purpose.

### *Legal / Human Rights Implications*

There are none.

### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

Promise 45 "We will make sure that schools will be at the heart of each community".

## **Consultees**

The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

## **Background Papers and Appendices**

- Appendix A - Schools Capital Allocations 2008-11
- Appendix B - Information on the new Harnessing Technology Grant

# Schools Capital Funding 2008-2011

Schools Forum

22 January 2008

## APPENDIX A

### Schools Capital Allocations

Local Authority (866) Swindon  
Region South West

	2008-09 (£)			2009-10 (£)			2010-11 (£)			2008-11 (£) 3-Year Total
	Grant	Supported Borrowing	Total	Grant	Supported Borrowing	Total	Grant	Supported Borrowing	Total	
Devolved Formula Non-VA Schools	3,226,185		3,226,185	3,176,185		3,176,185	3,176,185		3,176,185	9,578,554
Devolved Formula VA Schools	327,080		327,080	327,080		327,080	327,080		327,080	981,241
DFC Academies			0			0			0	0
* City Technology Colleges			0			0			0	0
Non-Maintained Special Schools			0			0			0	0
<b>DFC Total</b>	<b>3,553,265</b>	<b>0</b>	<b>3,553,265</b>	<b>3,503,265</b>	<b>0</b>	<b>3,503,265</b>	<b>3,503,265</b>	<b>0</b>	<b>3,503,265</b>	<b>10,559,795</b>
Primary Capital Programme			6,500,000			3,000,000			5,378,000	14,878,000
Modernisation Allocation	308,967	1,728,433	2,037,400	308,967	2,006,260	2,315,227	2,156,659	192,303	2,348,962	6,701,589
Modernisation Advance (paid 07-08)	308,967		308,967	308,967		308,967	308,967		308,967	926,901
<b>Modernisation Net</b>	<b>0</b>	<b>1,728,433</b>	<b>1,728,433</b>	<b>0</b>	<b>2,006,260</b>	<b>2,006,260</b>	<b>1,847,692</b>	<b>192,303</b>	<b>2,039,995</b>	<b>5,774,688</b>
<b>Basic Need</b>		<b>2,741,166</b>	<b>2,741,166</b>		<b>2,741,166</b>	<b>2,741,166</b>		<b>2,741,166</b>	<b>2,741,166</b>	<b>8,223,497</b>
<b>Schools Access Initiative</b>		<b>392,109</b>	<b>392,109</b>		<b>392,109</b>	<b>392,109</b>		<b>392,109</b>	<b>392,109</b>	<b>1,176,327</b>
<b>Extended Schools</b>	<b>351,502</b>		<b>351,502</b>	<b>340,639</b>		<b>340,639</b>	<b>176,061</b>		<b>176,061</b>	<b>838,201</b>
ICT Harnessing Technology Grant	665,313		665,313	659,076		659,076	667,863		667,863	1,992,252
LCVAP Allocation	433,116		433,116	433,116		433,116	433,116		433,116	1,299,347
LCVAP Advance (paid 07-08)			0			0			0	0
<b>LCVAP Net</b>	<b>433,116</b>	<b>0</b>	<b>433,116</b>	<b>433,116</b>	<b>0</b>	<b>433,116</b>	<b>433,116</b>	<b>0</b>	<b>433,116</b>	<b>1,299,347</b>
<b>TCF</b>										
14-19 Diplomas, SEN and disabilities			0	2,000,000		2,000,000	6,000,000		6,000,000	8,000,000
# Kitchens										
# Standards and Diversity										
<b>TOTAL</b>	<b>4,973,195</b>	<b>4,861,708</b>	<b>16,334,903</b>	<b>6,936,095</b>	<b>5,139,535</b>	<b>15,075,631</b>	<b>12,627,996</b>	<b>3,325,578</b>	<b>21,331,574</b>	<b>52,742,108</b>

Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

# Schools Capital Funding 2008-2011

## Schools Forum

22 January 2008

### Notes

DFC Totals for 2009-10 and 2010-11 are provisional.  
 TCF projects, including One School Pathfinder, already announced are not shown here.  
 \* These figures are based on January 2007 School Census. Grants will be paid directly to the Institution.  
 # TCF, Kitchens and Standards and Diversity will be announced in due course.  
 ~PCP allocations are indicative until the LA's Primary Strategy for Change has been agreed with the Department. Allocations are capex values. LAs with an LEP will be expected to deliver part of their primary programme through the PFI.

Devolved Formula Capital Allocation Formula									
Un-modernised school					Modernised school				
Per School	Per Secondary Pupil	Per Primary Pupil	Per Special School or PRU Pupil	Per School	Per Secondary Pupil	Per Primary Pupil	Per Special School or PRU Pupil	Per Primary Pupil	Per Special School or PRU Pupil
18,500	94.50	63.00	189.00	9,250	47.25	31.50	94.50	31.50	94.50

## ICT funding 2008 to 2011

### Harnessing Technology Grant

The new Harnessing Technology Grant, allocated through the Standards Fund, repackages the previously available separate capital grants for ICT for 2007 to 2008:

- 121 national digital infrastructure grants for schools;
- 122 e-learning credits (eLCs).

This funding, alongside other funding available for ICT (see below), is made available to support schools in delivering the priorities of the Government's [Harnessing Technology strategy](#).

### Other funding available for ICT

Schools and local authorities are also able to use Devolved Formula Capital and the Schools Development Grant to fund ICT priorities.

### Priorities for use of the funding

Decisions on how schools and local authorities spend this grant should be based on local and school-level needs and priorities.

All proposed purchases should benefit learners and the educational process. Schools are advised to make use of the Becta self-review framework to better understand their needs and requirements before making resourcing decisions.

Becta's self-review framework offers schools a route for assessing and improving a school's use of ICT. Based on maturity models, the framework allows them to benchmark against established best practice and helps to create an action plan for improvement. Further information and guidance on the [self-review framework](#) can be found on this website.

Schools and local authorities are advised to follow Becta's guidance on achieving best value [purchasing](#), which includes guidance on the use of Becta's [specifications and framework contracts](#).

Depending on local and school priorities and stage of development, technology investment may include:

- the upgrade of connectivity bandwidths appropriate to particular circumstances and needs, ensuring learners have good access to internet-based services and resources to support their learning at any time while in school

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

# Schools Capital Funding 2008-2011

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- the extension of ICT access and ICT-based services
  - the implementation of learning platforms to enable learners to store and access their work and related information and resources on a secure online space, enabling teachers to share resources and view individual progress more easily
  - systems to achieve better use and integration of information to support learning, including assessment, attendance, behaviour and more regular reporting and updates to parents
  - investment in a range of technologies to support classroom-based learning (for example, interactive whiteboards and related tools, and other technologies like data loggers).

## How the grant will be paid?

The funding will be distributed to schools via local authorities, through the Standards Fund.

Local authorities are expected to retain 25 per cent of their allocation centrally to ensure that all schools receive the benefits of aggregated purchasing, including the provision of broadband through regional broadband consortia or their approved suppliers.

Local authorities investing in ICT infrastructure should be aware of any ongoing revenue costs resulting from the capital investment, and plan the use of both their capital and revenue resources accordingly. For example, when spending on connectivity, local authorities should provide the same level of revenue funding for connectivity as in 2007/2008.

With the agreement of schools in their area, local authorities can retain a further proportion of the funding where there is evidence that this will achieve efficiencies from aggregation.

## Grant allocation

The allocation of the Harnessing Technology grant is made using a combination of pupil numbers, deprivation and sparsity (a measure of relative population density to recognise the different costs of connectivity). The formula for allocations over this spending review period is:

	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>
Pupil numbers	67%	60%	60%
Multiple deprivation indicator (MDI)	5%	15%	20%
Sparsity	28%	25%	20%

Allocations by local authority can be found on the [Teachernet website](#).

## How to use this grant

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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The Harnessing Technology Grant can be used to support purchases of ICT infrastructure and equipment or upgrades. For a precise definition of what is classified as capital, you should contact your local authority's accountants who will interpret accounting principles and guidance.

## Frequently asked questions

For a selection of common questions and responses about this grant, please read the [frequently asked questions](#).

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).



## Schools Forum Membership

Schools Forum

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**Author:** Group Director, Children

**Parish / Wards Affected:** All

### **Purpose**

To advise the Schools Forum on the proposed amendments to legislation relating to membership and responsibilities and to agree any changes to membership for the Swindon Schools Forum

### **Recommendation**

The Schools Forum is requested to recommend to the Local Authority its proposed membership from 2008 when the changes to legislation come into force and note the proposed amendments to its responsibilities.

## **1. Reasons**

- 1.1 The Department for Children Schools and Families (DCSF) has consulted on the proposed Schools Forums (England) (Amendment) Regulations 2007 and the outcome of the consultation is awaited.
- 1.2 At its meeting on 1<sup>st</sup> November 2007 the Schools Forum agreed that its Sub-Group would consider the proposed amendments to the Regulations and would recommend a proposed membership structure to the Schools Forum and the Local Authority.

## **2. Detail**

- 2.1 The current Schools Forum membership and responsibilities were detailed in a Report to the Schools Forum on 28<sup>th</sup> March 2007. The report is shown at **Appendix A**.
- 2.2 The DCSF has carried out a consultation on proposed amendments to the current Regulations which closed on 26<sup>th</sup> October 2007, and to which an outcome is awaited. The proposed amendments are shown at **Appendix B**.
- 2.3 The DCSF has also published Guidance on the proposals that explains them in greater detail, and this is shown at **Appendix C**.
- 2.4 As will be seen from **Appendix B** attached, there are a number of proposed changes to the Regulations, in particular:

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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### Schools' Members

There has previously been a requirement that schools' representatives have been Head Teachers. This has now changed to senior members of school staff, which can include Deputies and Bursars.

### Non-Schools' Members

- The proportion of Non-Schools' Members can be increased from the previous maximum of 20% to one-third of the total membership. The total membership of the Swindon Schools Forum is currently twenty, of which four are Non-Schools' Members. If, for example, it was decided to increase the overall membership to 23, there is scope to similarly increase the number of Non-Schools' Members to seven.
- Non-Schools' Members must now include representatives from the 14-19 Partnership and Early Years providers, together with the Diocese. At present, the four Non-Schools' Members on Swindon Schools Forum are representatives of the following sectors:
  - Trade Unions
  - Diocese
  - Early Years
  - Youth
- The Forum must, therefore, now invite a representative of the 14-19 Partnership to be a member of the Forum. This then leaves potentially two further places available for Non-Schools' Members. The Forum may also wish to review the existing membership.
- The Forum may also wish to review the existing membership of the Non-Schools' Members.

### Substitutes

Substitutes can now be appointed for all Schools' Members and Non-Schools' Members.

- 2.5 The Schools Forum Sub-Group met on 13<sup>th</sup> December 2007 and considered this issue. The Sub-Group welcomed the new provision that allowed other senior members of school staff to represent Head Teachers on the Forum. The Sub-Group also endorsed the naming of substitutes for all Schools' Members and Non-Schools' Members. As regards Non-Schools' Members, the Sub-Group did not express any strong views about increasing the membership, over and above a representative of the 14-19

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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Partnership. One possibility that was considered, that the Forum may wish to examine, is the appointment of a Parent as a Non-Schools' Member.

## Alternative Options

The Schools Forum may recommend to the Local Authority an alternative membership structure to that recommended by its Sub-Group, provided that it meets the regulatory requirements.

### Risk Management

#### *Financial and Procurement Implications*

These are set out throughout the report and in the attached Appendices.

#### *Legal / Human Rights Implications*

The Secretary of State for Children, Schools and Families makes the Regulations in exercise of powers conferred by the Schools Standards & Framework Act 1998.

#### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

Promise 45: "We will make sure that schools will be at the heart of each community."

## Consultees

The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

## Background Papers and Appendices

- **Appendix A** – Report to the Schools Forum 28<sup>th</sup> March 2007
- **Appendix B** - Accompanying Note on Consultations on Schools Forums (England) (Amendment) Regulations 2007
- **Appendix C** – DCSF Schools Forum Guidance 13<sup>th</sup> September 2007

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

# Schools Forum Membership

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## APPENDIX A

### SCHOOLS' FORUM – ROLES & RESPONSIBILITIES

Schools' Forum

Date: 28 March 2007

Author: Group Director, Children Services

Parish/Wards affected: All

#### Purpose

To inform the Schools' Forum about their roles and responsibilities and legal powers.

#### Recommendation

The Schools' Forum is requested to note this report.

## 1 Reasons

The Schools' Forum, at their last meeting, asked for a report to be submitted setting out the roles and responsibilities of the Forum, including legal powers.

## 2 Detail

### Background

2.1 At the January 2006 meeting of the Schools' Forum, a Review Group was established to examine the effectiveness and operation of Swindon Schools' Forum and to come back with recommendations for any changes considered necessary. The Review Group was guided by a document issued by the DfES in December 2005 entitled "Schools' Forums: Operational & Good Practice Guidance" (see **Appendix A**). The Review Group reported back to the June 2006 meeting of the Forum.

2.2 As a result, the Forum decided to reconstitute on 31 August 2006 and, as part of this, to make a number of changes, including:

- to increase the membership of the Forum to 20, comprising 16 Schools' Members and 4 non-Schools' Members;
- to establish a Sub-Group to examine detailed financial issues;

Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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- to consider further effective ways to communicate decisions/deliberations of the Forum to the Council and to the wider education community;
  - to take a more strategic view of financial issues affecting schools in Swindon;
  - to ensure that agendas are sent out earlier, open to items from members of the Forum (through the Chair) and that there is a forward plan, which is regularly updated;
  - to provide effective induction for all new members.
- 2.3 The Schools' Forum, at their last meeting, also asked for clarification of the roles and responsibilities, including legal powers, of the Forum, together with the requirements on the Authority to consult the Forum on relevant matters.

### Roles and Responsibilities

#### (a) Establishment of Schools' Forums – 2002 Regulations

- 2.4 Schools' Forums were set up under the Schools' Forums (England) Regulations 2002. These Regulations required each Local Education Authority to establish a Schools' Forum for their area by mid-January 2003.
- 2.5 At that stage, Schools' Forums were entirely consultative bodies. The Local Education Authority was, therefore, required to consult the Forum on a range of issues relating to the Schools' Budget and, in particular, in relation to:
- any proposed changes to factors and criteria of the funding formula;
  - contracts for supplies and services to be paid from the Local Authority's Schools' Budget;
  - the Local Authority's functions relating to the Schools' Budget.
- (b) 2006 and 2007 Regulations
- 2.6 However, the 2006 School Finance Regulations have since conferred certain powers on Schools' Forums. The accompanying note to these Regulations is attached as **Appendix B**.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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- 2.7 These powers have been added to as a result of the School Finance (Amendment) Regulations 2007, which have very recently been issued by the DfES. A summary of these is attached as **Appendix C** to this report.
- (c) Schools' Forum – Legal Powers
- 2.8 The legal powers of the Schools' Forum are, therefore, specifically those set out in the 2006 and 2007 Regulations and are as shown in italics below:
- The funding formula is agreed by the Local Authority, in consultation with the Schools' Forum (and this may be extended to all Head Teachers and Governing Bodies). The formula is established at the beginning of the multi-year funding period (this is initially a two-year period for 2006/07 and 2007/08 but will subsequently be on a three-year basis). If it is considered that there needs to be a change to the formula during the course of the multi-year budget period, *then it is for the Schools' Forum to agree (or not agree) such a change.*
  - The Local Authority is required to seek the approval of the Schools' Forum (or the Secretary of State), if it wishes to do any of the following:
    - *Increase the amount of funding it retains centrally from what it planned to retain;*
    - *Exceed its central expenditure limit – ie, any increase in central expenditure exceeding the increase in delegated expenditure;*
    - *Exceed the limit placed on the amount of funding it is able to retain against certain items of expenditure, including the schools' specific contingency, SEN transport costs, prudential borrowing costs and the termination of employment costs. This means that the Schools' Forum can agree funding for a proposal if it will subsequently generate greater savings.*
  - If the Local Authority wishes to vary the Minimum Funding Guarantee, *the Schools' Forum has the power to approve this in certain circumstances.* However, the Schools' Forum does not have the power to approve any change if it will affect more than 20% of schools.
  - The School Finance (Amendment) Regulations 2007 now require a new school to have a delegated budget from either:
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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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- (i) 15 months before the opening of the school or
- (ii) when the Temporary Governing Body is constituted, whichever is the later.

*These Regulations also provide a new power for the Schools' Forum to vary the date to a date proposed by the Local Authority.*

- In addition, the 2007 Regulations *provide a new power for the Forum to approve Local Authority proposals to revise its Scheme of Delegation.*
- Finally, in relation to a number of these powers, if there is no local agreement or consensus to a proposal from the Local Authority, the Local Authority can, if it wishes, go to the Secretary of State for a final decision.

## 3 Alternative Options

No alternative options were considered, as the Schools' Forum requested a report on their roles and responsibilities.

### Risk Management

#### *Financial and Procurement Implications*

There are no financial implications directly arising from this report.

#### *Legal/Human Right Implications*

The Secretary of State for Education & Skills makes the Regulations in exercise of powers conferred by the Schools Standards & Framework Act 1998.

#### *Links to Corporate Plans and Policies (in particular, to Swindon 2010 Promises)*

Promise 45: "We will make sure that schools will be at the heart of each community."

### Consultees

- The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.
- DfES

### Background Papers and Appendices

Appendix A – DfES document issued in December 2005 'Schools' Forums: Operational & Good Practice Guidance"

Appendix B – Accompanying note on School Finance (England) Regulations 2006

Appendix C – Summary of School Finance (Amendment) Regulations 2007

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

# **Schools Forum Membership**

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## **APPENDIX B**

### **Accompanying Note on Consultations on Schools Forums (England) (Amendment) Regulations 2007**

#### **Introduction**

These regulations will amend the School Forums Regulations 2002 as already amended by the Schools Forums (Amendment) Regulations 2004 and the Schools Forums (Amendment) 2005 Regulations

The changes cover the following:

#### **Part 1:**

New definitions have been added for local authority 14-19 partnerships and PVI providers and also for senior members of staff.

#### **Part 2**

Regulation 3 (2) allows non schools members to comprise up to one third of the schools forum membership. This is a change from the previous regulations which allowed only one fifth of members to be non schools representatives.

Regulation 4 allows for schools representatives to be senior members of school staff (where they used to have to be headteachers).

Regulation 5 (1) says that where local authorities have decided to have non schools members, they must now appoint non schools members from bodies representing 14-19 partnership and Early Years providers.

Regulation 5 (4) a and b provide that where local authorities have faith schools they must consider seeking nominations from the Diocesan Board of Education, Bishop or other appropriate relevant bodies. The regulations used to say that local authorities must consider nominations from only the Church of England or Catholic bodies, these have now been widened to include consideration of, for example, Muslim bodies if an authority has a maintained Muslim school

Regulation 5 (4A) says that where local authorities have non schools members on their Forum at present they must find representatives of the 14-19 partnership and PVI providers before 1<sup>st</sup> February 2008.

Regulation 6 (11) says that local authorities must consult their Forum on arrangements for allowing substitutes for schools members and non schools members and implement arrangements having taken account of the views of the Forum. Essentially, the exact method of allowing Forum substitutes is for agreement between the LA and its Forum.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).



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### Part 3

Regulation 7 has been reworded for clarity.

All of these amendments are consequential on policy developments already consulted on and/or represent minor changes to some technical aspects of the regulations that, while not changing policy, further clarify its intention. As such we wish to consult on the extent to which the amendment regulations achieve their stated purpose.

The consultation period ends on **26 October 2007**. Consultation responses should be sent to: Lucy Reynolds:

Email: [Lucy.Reynolds@dcsg.gov.uk](mailto:Lucy.Reynolds@dcsg.gov.uk)

Tel: 0207 925 3650

Postal address: 5C  
Sanctuary Buildings  
Great Smith Street  
London  
SW1P 3BT

Margaret Judd  
Schools Funding Policy Advisor

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

## 5. Schools Forums

### A. Introduction

1. The evidence from our programme of visits to Schools Forums is that in general relationships with authorities are good, business is managed well, and members are clear about the issues. However, there are a number of changes to the funding system to be implemented over the next three years, and the Government is making changes to the membership of schools forums to bring in wider expertise to support those funding reforms. There will be a lot of local decisions to take on how the reforms are implemented, particularly on early years and 14-16 funding.

2. Local authorities and their schools forums will also have to take decisions on the distribution of funding increases that are not as high as those for the previous ten years, against a background of a much sharper focus on efficiency and value for money, and a Minimum Funding Guarantee that is below cost pressures. It is important to get the decision making structure right for this programme of work, and also to ensure that Schools Forums have the right membership and skills to fulfil what we expect to be a demanding role.

3. In summary the changes will mean that:

- a. headteachers will be able to elect other members of the senior management/leadership team among their Forum representatives;
- b. named substitutes can be nominated, by a method determined by the local authority after consulting its forum;
- c. if their Forum has “non-schools” members, local authorities must appoint representatives of early years private, voluntary and independent (PVI) providers and of the 14-19 partnership. We encourage all authorities to have non-schools members on their Forum and will be looking to legislate to make this compulsory; and
- d. forums may have up to one third of non-schools members – to date the limit has been one fifth – so schools members will maintain the majority of at least two schools members for each non-schools member.

We also recommend that Forums establish a sub-group on early years and that local authorities should consider ways to support their new Forum members.

4. The Government is undertaking two reviews of Schools Forums: in the short term, to determine whether further changes are needed during the CSR period; and for the longer term, to consider how Schools Forums will relate to the developing arrangements for Children’s Trusts and the wider Every Child matters agenda.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

### B. The Programme for Forums

5. As well as the regular programme of consideration of formula funding issues, Schools Forums will be involved in local changes to funding arrangements over the CSR period. We expect that local authorities will present to their Schools Forums the specific additional items set out below.

- a. Prior to financial year 2008-09
  - i) an analysis of costs to PVI providers of delivering the free entitlement as set out **Error! Reference source not found.** in chapter 4;
  - ii) arrangements for funding specialised diplomas, where there has been a successful consortium to deliver them to an authority's secondary schools; and
  - iii) proposals to use centrally retained funding from the Schools Budget for joint working in support of the ECM agenda, that will increase the overall amount retained for that purpose within the Schools Budget.
- b. Prior to financial year 2009-10:
  - i) an impact analysis of changes to pupil numbers for primary and nursery schools flowing from the revised counting method to be introduced that year, with proposals for local protection arrangements for those schools where it is necessary; and
  - ii) proposals for a single funding formula for early years provision, where the authority has decided to implement such a formula for this financial year.
- c. Prior to financial year 2010-11 - proposals for a single funding formula for early years provision, for the remaining authorities.

### C. Changes to MFG Methodology

6. Since 2006-07, local authorities and their Schools Forums have had the power to approve variations in the MFG methodology, where the formula set out in regulations would produce an anomalous result, provided that all the variations proposed do not affect in total more than 20% of the maintained schools in an authority. This devolution of power has generally been a positive experience, and the Government is extending and amending this power, to allow Forums to agree with the authority variations that would affect up to 50% of the pupils in an authority (measured by the number of pupils in the schools affected by the complete package of proposed changes). As now, local

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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authorities and Schools Forums will not have the power to agree a change in the level of the MFG. If agreement cannot be reached, the local authority can ask the Secretary of State to approve changes to the MFG methodology.

### **D. Membership**

#### Other Members of the School Senior Management Team

7. We are making changes to regulations to allow local headteachers to choose to be represented by other members of the school senior management team. At present only headteachers and governors can represent schools on the Schools Forum. The changes will mean that:

- a. Headteachers can elect a representative to the Schools Forum who is not a headteacher but another member of a school senior management/leadership team; and
- b. Local authorities will make arrangements, after consulting the Forum, for schools members of the Forum to be represented by named substitutes when not all of them can attend. These named substitutes could also include senior managers other than headteachers. We anticipate that the most relevant members of the senior management team for these roles (other than heads) are bursars and others with significant financial responsibility.

8. These changes will help to produce a wider base of membership and bring in relevant experience from other people in an authority's schools. They will also help to spread the workload of the Forum and may be a useful way of encouraging the development of other members of the senior team.

#### Representatives of early years PVI providers and the 14-19 partnership

9. We will change regulations so that authorities are required to appoint representatives of early years providers and the 14-19 partnership on the Schools Forum, where the authority has non-schools members on the Forum. We are seeking an opportunity to amend the primary legislation to make the appointment of non-schools members compulsory. The authority will decide who to appoint, consulting local representative groups, the coordinator of the 14-19 partnership and perhaps local colleges.

#### *Early Years*

10. At present, Forums must have representatives of early years maintained providers<sup>1</sup>, a few Forums have a member or observer representative of early years PVI

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<sup>1</sup> Forums must have Primary representatives and therefore have representation of nursery classes, and they must have a representative of nursery schools if the authority has nursery schools, though this could be a Primary representative in certain circumstances.

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Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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providers, and in some cases a council officer is expected to represent early years.

11. The Government makes available over £3 billion a year through the Dedicated Schools Grant for early years provision in the maintained and PVI sectors. In 2006, over a third of parents used their free entitlement in PVI providers. We want to ensure that there is a balanced debate on local allocations of this funding – and the Schools Forum is the key local consultative body on this issue.

12. We also want to make sure that good representation is in place to inform local decisions on local changes to early years funding. Representation on the Forum will give a voice in discussions about relative distributions of funding, and a formal opportunity to set out the implications of funding decisions on the PVI sector. We recognise that it may be difficult for one or two representatives of the sector to wield significant influence in a large schools-dominated forum, and this is partly why we are expecting LAs in addition to set up consultative arrangements with the sector – perhaps an early years sub-group of their Forum.

### *14-19 Partnerships*

13. As they are rolled out from 08/09, Diplomas at KS4 will be funded from the Schools Budget. It is proposed that the additional costs of Diplomas, including those arising from the delivery of Diplomas in partnership with colleges and other local providers, will be met from an annual specific formula grant to the LA supplemented by contributions from Dedicated Schools Grant. The focus for planning the delivery and funding of Diplomas pre and post 16 across an LA area, including partnership provision, will be the 14-19 partnership.

14. We are not aware of any Schools Forums that have representation of 14-19 partnerships per se, although with LSC enjoying observer status there will be overlap between Forum and partnership membership. Representation of the partnership on the Schools Forum will ensure that:

- a. The partnership can contribute to discussions in the Forum on the contributions from school budgets that are needed to deliver the Diploma plan.
- b. Forums are aware of and able to incorporate a Diploma funding perspective into wider decisions on the distribution of LA/school funding including the decisions on Central Expenditure, varying the MFG, and other issues which may impact on DSG contributions to Diploma funding.

### **E. Support for early years representatives**

15. Many authorities provide excellent support to their Schools Forum members. The good practice guide<sup>2</sup> suggests a range of support that authorities may want to provide to new members. Some members, such as an early years provider member,

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<sup>2</sup> This can be found at: <http://www.teachernet.gov.uk/docbank/index.cfm?id=9370>.

Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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may need extra support. They are unlikely to have the same level of support as a headteacher with a senior management team or a representative supported by the 14-19 partnership.

16. An early years sub-group of the Forum can help to support early years representatives: this is outlined below. Other sources of support for early years representatives may include:

- a. Contact with a representative organisation of early years PVI providers.
- b. Your regional childcare network.
- c. The local authority Early Years team.

### **F. Non-schools members:**

17. We will change regulations to require Forums to have at least two-thirds schools members – those members elected by headteachers and governing bodies to represent schools. As present Forums must have at least four-fifths schools members.

18. We are making these changes to allow authorities to add new representatives of early years PVI providers and the 14-19 partnership without having to make substantial changes to the rest of the membership of their Forum. We also believe it is important to preserve a substantial majority of schools members, as schools are the major recipients of funding from the Dedicated Schools Grant. Clearly the reviews of Schools Forums mentioned at para 4 will include in their scope the membership and composition of Forums.

### **G. Early Years sub-group**

19. Some local authorities have established sub-groups of their forums on early years and other reference groups to engage early years providers. These may have grown out of EYDCP arrangements, been set up for the national consultation on funding or be in response to the need to consult them on the sufficiency duty. They are working well. We expect all authorities to have in place a mechanism for consulting PVI providers on the early years funding reforms – this will also be necessary for work on the sufficiency duty<sup>3</sup>. We recommend that all authorities consider establishing a sub-group of their Forum for this purpose. These arrangements need not be as formal as the full Forum as such a group would have no specific powers, but we see it as a good opportunity for the authority to:

- a. Seek the views of a greater range of early years maintained and PVI providers directly. Only a small number of early years providers will be represented on the Forum and the PVI sector in particular may be very large and very diverse. It may be a challenge for only one or two people to represent this group and they may not have the capacity to attend all

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<sup>3</sup> See guidance at [www.everychildmatters.gov.uk/earlyyears/sufficiency/](http://www.everychildmatters.gov.uk/earlyyears/sufficiency/).

Further information on the subject of this report can be obtained from Ian Bickerton on 01793 465724 or Email [ibickerton@swindon.gov.uk](mailto:ibickerton@swindon.gov.uk).

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meetings and understand all the issues.

- b. Engage providers in a more detailed discussion of early years funding. It may not be possible to get into the necessary detail at the Forum given the size of their agenda.

### **H. Further support and advice from the Department**

20. The Department will offer a range of support to authorities to implement the funding reforms – some of it will be particularly relevant to Schools Forums including:

- a. an updated good practice guide for Schools Forums, which will take account of the latest funding reforms;
- b. ongoing support and guidance provided via the Schools Forum web pages of the Departmental website; and
- c. the Department will be holding a series of regional conferences in the autumn: as with previous conferences, these will offer colleagues from local authorities and Schools Forums the opportunity to discuss the funding changes with officials from the Department, and with each other.

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